

# Wylie City Council Regular Meeting

August 22, 2023 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



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## CALL TO ORDER

## INVOCATION & PLEDGE OF ALLEGIANCE

Scout Troop 78 - Posting of the Flags and Pledge of Allegiance.

## PRESENTATIONS & RECOGNITIONS

PR1. American Legion Hale-Combest Post 315 recognizing 2023 American Legion Firefighter, EMT/Paramedic, and Law Enforcement Officer of the Year.

PR2. Eagle Scout Achievement - Riley Boles.

PR3. North Central Texas Trauma Regional Advisory recognizing the City of Wylie as a Heartsafe Community.

PR4. Payroll Week.

## COMMENTS ON NON-AGENDA ITEMS

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## CONSENT AGENDA

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

A. Consider, and act upon, approval of the August 8, 2023 Regular City Council Meeting minutes.

B. Consider, and act upon, Resolution No. 2023-16(R) of the City Council of Wylie, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2023 Rate Review Mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attachment establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC's reasonable ratemaking expenses; determining that this Resolution was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this Resolution to the Company and the ACSC's legal counsel.

C. Consider, and act upon, Ordinance No. 2023-35, amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 74 (Offenses and Miscellaneous Provisions), Article III (Curfew for Minors); repealing Ordinance Nos. 2017-09, 2020-22, and 2023-09; repealing the City's Juvenile Curfew Ordinance in response to House Bill 1819, effective September 1, 2023; providing a savings/repealing clause,

severability clause and an effective date; finding and determining that the meeting at which this ordinance is passed was noticed and is open to the public as required by law.

- D. Consider, and act upon, Ordinance No. 2023-36, amending Wylie's Code of Ordinances, Ordinance No. 2023-10, as amended, Chapter 18 (Animals), Article I (General), to add Section 18-16 (Trap-Neuter-Release Feral Cat Program).
- E. Consider, and act upon, a Final Plat for Lots 1-7, Block A of Allen Addition establishing seven residential lots on 1.8298 acres, located at 1012 E. Brown.
- F. Consider, and act upon, a Final Plat for Lot 12R1, Block C of Regency Business Park, Phase Three being a Replat of Lot 12, Block C of Regency Business Park, Phase Three, and 1.548 acres of unplatted land for the creation of one lot that measures 2.789 acres. Property is located at 2770 Capital Street.
- G. Consider, and act upon, the award of a professional services project order (PSPO) #W2023-83-E for the Dogwood Drive Waterline Rehabilitation Project to RJN Group, Inc. in the amount of \$89,900.00 and authorizing the City Manager to execute any necessary documents.
- H. Consider, and act upon, the award of W2023-101-I for the purchase of the Founders Park Soccer Field Renovations to Grand Landscapes and Athletics in the amount of \$999,493.56, through a cooperative purchasing contract with BuyBoard (#641-21) and authorizing the City Manager to execute any necessary documents.
- I. Consider, and act upon, approval of the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the "Wylie P.O.L.I.C.E. Club Softball Tournament" at Founders Park on Saturday, November 4, 2023, from 8:00 A.M. to 9:00 P.M.
- J. Consider, and act upon, approval of the recommendation to amend the Parks and Recreation Board Bylaws.
- K. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of July 31, 2023.
- L. Consider, and act upon, Ordinance No. 2023-37 amending Ordinance No. 2022-56, which established the budget for fiscal year 2022-2023; providing for repealing, savings and severability clauses; and providing for an effective date of this ordinance
- M. Consider, and place on file, the City of Wylie Monthly Investment Report for July 31, 2023.
- N. Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for July 31, 2023.

## **REGULAR AGENDA**

- 1. Consider, and act upon, Ordinance No. 2023-38 of the City of Wylie, Texas, amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 110 (Traffic and Vehicles), Article VI (Stopping, Standing, or Parking), Section 110-173 (Stopping, Standing, or Parking prohibited in certain places) amending Section 110-173(a)(10)(h) regarding the prohibition of parking along certain sections of South Hensley Lane; providing for repealing, savings and severability clauses; providing for an effective date of this ordinance; and providing for the publication of the caption hereof.
- 2. Hold a Public Hearing, consider, and act upon, Resolution No. 2023-17(R) adopting the Americans with Disabilities Act Transition Plan in accordance with the federally mandated requirement by Title II (State and Local Government) of the Americans with Disabilities Act.

3. Hold a Public Hearing, consider, and act upon, Ordinance No. 2023-39 adopting a budget for all City funds, including the Wylie Economic Development Corporation (4A) and the Wylie Parks and Recreation Facilities Development Corporation (4B) and appropriating resources for Fiscal Year 2023-24 beginning October 1, 2023 and ending September 30, 2024.
4. Consider, and act upon, approving the property tax revenue increase reflected in the budget.
5. Hold a Public Hearing on the proposed tax rate of \$0.538882 per \$100 assessed valuation for fiscal year 2023-2024 and provide all interested persons an opportunity to be heard, either for or against the tax rate.
6. Consider, and act upon, Ordinance No. 2023-40 fixing the ad valorem tax rate/levy for the Tax Year 2023 and Budget Year 2023-2024 at \$0.538882 per \$100 assessed valuation.
7. Consider, and act upon, the award of W2023-89-A for the purchase of the City of Wylie On-Demand Ridesharing Public Private Partnership Program to Trippp Consultant, LLC. for a 3-year base term in the amount of \$571,543, and authorizing the City Manager to execute any and all necessary documents.
8. Consider, and act upon, the approval of W2023-105-I for the purchase of Splash Pad features and installation services from Rain-Drop for both East Meadow Trail and Community Park Splash Pads in the amount of \$1,326,921.70 through a cooperative purchasing contract with Sourcewell Cooperative Purchasing (#010521-RDP) and authorizing the City Manager to execute any necessary documents.

## **RECESS CITY COUNCIL**

## **CALL TO ORDER THE WYLIE PARKS & RECREATION FACILITIES DEVELOPMENT CORPORATION (4B)**

### **COMMENTS ON NON-AGENDA ITEMS**

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## **REGULAR AGENDA**

1. Consider, and act upon, approval of August 23, 2022 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.
2. Consider, and act upon, approval of the Fiscal Year 2023-2024 4B Budget and authorize expenditures for the FY 2023-2024 Community Services Facilities Capital Improvement Plan.

## **ADJOURN 4B BOARD**

## **RECONVENE INTO REGULAR SESSION**

## **EXECUTIVE SESSION**

### **Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.**

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on its negotiating position.

ES1. Discuss property generally located at Brown and Country Club, and Skyview and Park.

ES2. Consider the sale or acquisition of properties located at Ballard/Brown, Brown/Eubanks, FM 544/Cooper, FM 544/Sanden, Jackson/Oak, Regency/Steel, State Hwy 78/Ballard, and State Hwy 78/Brown.

**Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING.**

This chapter does not require a governmental body to conduct an open meeting:

(1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or

(2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

ES3. Deliberation regarding commercial or financial information that the WEDC has received from a business prospect and to discuss the offer of incentives for Projects: 2013-9a, 2021-2d, 2021-4c, 2021-5a, 2021-6c, 2021-9b, 2022-1b, 2022-1c, 2022-7b, 2022-10c, 2023-1a, 2023-1c, 2023-2d, 2023-3b, 2023-5b, 2023-6b, 2023-6c, 2023-6d, 2023-7a, 2023-7b, and 2023-7c.

**RECONVENE INTO OPEN SESSION**

*Take any action as a result from Executive Session.*

**READING OF ORDINANCES**

*Title and caption approved by Council as required by Wylie City Charter, Article III, Section 13-D.*

**ADJOURNMENT**

**CERTIFICATION**

I certify that this Notice of Meeting was posted on August 18, 2023 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

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*Stephanie Storm, City Secretary*

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*Date Notice Removed*

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the City Council should determine that a closed or executive meeting or session of the City Council or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the City Council at the date, hour and place given in this notice as the City Council may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:



Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.072 – Discussing purchase, exchange, lease or value of real property.

§ 551.074 – Discussing personnel or to hear complaints against personnel.

§ 551.087 – Discussing certain economic development matters.

§ 551.073 – Discussing prospective gift or donation to the City.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.



# Wylie City Council

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## AGENDA REPORT

Department: City Secretary  
Prepared By: Stephanie Storm

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, approval of the August 8, 2023 Regular City Council Meeting minutes.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The minutes are attached for your consideration.

# Wylie City Council Regular Meeting Minutes

August 08, 2023 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



## CALL TO ORDER

Mayor Matthew Porter called the regular meeting to order at 6:00 p.m. The following City Council members were present: Councilman David R. Duke, Councilman Dave Strang, Mayor *pro tem* Jeff Forrester, Councilman Scott Williams, Councilman Sid Hoover, and Councilman Gino Mulliqi.

Staff present included: City Manager Brent Parker; Deputy City Manager Renae Ollie; Assistant City Manager Lety Yanez; Fire Chief Brandon Blythe; Police Chief Anthony Henderson; Finance Director Melissa Brown; Public Information Officer Craig Kelly; City Secretary Stephanie Storm; City Engineer Tim Porter; Public Works Director Tommy Weir; Purchasing Manager Glenna Hayes; Engineering Project Manager Jenneen Elkhaliid; AMI Analyst Alex Ocanas; Library Director Ofilia Barrera; and various support staff.

## INVOCATION & PLEDGE OF ALLEGIANCE

Councilman Williams led the invocation, and Councilman Hoover led the Pledge of Allegiance.

## COMMENTS ON NON-AGENDA ITEMS

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There were no persons present wishing to address the City Council.

## CONSENT AGENDA

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

- A. Consider, and act upon, approval of the July 25, 2023 Regular City Council Meeting minutes.**
- B. Consider, and act upon, the recommendation to reject all bids for W2023-82-B Woodbridge Parkway and Hensley Lane Traffic Signal Project.**
- C. Consider, and act upon, Resolution No. 2023-11(R) to ratify Wylie PSPO Agreement #W2022-108-E with Kimley-Horn and Associates for On-Call Traffic ITS and Operations Services in the estimated annual amount of \$100,000.00, and authorizing the City Manager to execute any necessary documents.**
- D. Consider, and act upon, Resolution No. 2023-12(R) authorizing the City Manager of the City of Wylie, Texas, to execute an Interlocal Agreement between Collin County and the City of Wylie, Texas concerning the construction of McMillen Drive from McCreary Road to Country Club Road.**

- E. Consider, and act upon, Ordinance No. 2023-32 amending Ordinance No. 2022-56, which established the budget for fiscal year 2022-2023; providing for repealing, savings and severability clauses; and providing for an effective date of this ordinance.**
- F. Consider, and act upon, Modification No. 2 to Wylie Contract #W2021-76-A for Employee Medical, Dental and Rx Benefits with Cigna Health and Life Insurance Company in an estimated annual amount of \$449,093.00; and authorizing the City Manager to execute any necessary documents.**
- G. Consider, and act upon, Resolution No. 2023-13(R) suspending the September 1, 2023 effective date of CoServ Gas, Ltd.'s requested rate change to permit the City time to study the request and to establish reasonable rates; approving cooperation with other cities in the CoServ service area, to hire legal and consulting services and to negotiate with the company and direct any necessary litigation and appeals; requiring reimbursement of the steering committee of cities served by CoServ Gas' rate case expenses; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the company and legal counsel.**

#### **Council Action**

A motion was made by Councilman Mulliqi, seconded by Councilman Duke, to approve the Consent Agenda as presented. A vote was taken and the motion passed 7-0.

#### **REGULAR AGENDA**

- 1. Consider, and act upon, approval of an amendment to sewer CCN No. 20068 to include the 42.702-acre tract known as Breezy Beach RV Resort and authorize completion and filing of the Application to Obtain or Amend a Water or Sewer Certificate of Convenience and Necessity (CCN) with the Public Utility Commission of Texas.**

#### **Staff Comments**

City Engineer Porter addressed Council stating this item is a request to amend Wylie's CCN for Breezy Beach RV Park. This proposed development does include a Lift Station that can handle the flow from two different sub-basins. Three pipes upstream of Braddock Place will need to be upsized to handle the flow, which the developer will do.

#### **Council Comments**

Mayor Porter confirmed bringing this property into Wylie's CCN only includes Breezy Beach at this time. City Engineer Porter confirmed that is correct. Mayor Porter asked if they will upsize the pipes in phases or all at once. Matt Adkins, representing Teague Nall Perkins, replied they can do everything upfront. Councilman Williams requested additional information on what is the CCN. City Engineer Porter replied the CCN is areas that the City of Wylie will serve with sewer and water, and added if this item is approved, this one specific area will be added to the Wylie CCN boundary. Williams confirmed this property is not being brought into the City limits and the City will not have to provide City services. Porter confirmed this property is not being brought into the City limits; and added this is formalizing an agreement to have City sewer service to that property. Mayor *pro tem* Forrester clarified the maintenance of the Lift Station will fall on the owner of the Lift Station. City Engineer Porter replied the City has requested that. Forrester asked if there will be an agreement in place between the City and the owner of the property that stipulates the requests of the City. City Engineer Porter replied the City can do one, and added they will submit plans to the City that have to be reviewed by Engineering and staff can identify the lines and maintenance at that time. Adkins replied the plat will go through the City of Rowlett since the property is located within their ETJ but they are willing to include the maintenance and operation of the Lift Station in the plans or a separate document. Forrester added he would like to see an agreement in place with the stipulations. Adkins replied they will work with the Planning Department to get one in place before the finalization of this development. Councilman Mulliqi asked if a stipulation could be added for any future owners as well, not just the current property owner; and asked if adjacent properties located in Wylie's ETJ will be able to join these lines and Lift Station in the future. City Engineer Porter replied no other developments can tie into the sewer main improvements as it is a pressurized line, an additional basin would require approval for future development, and if the future adjacent

properties are located in the area that the Lift Station serves they will be able to tie into the Lift Station. Councilman Duke confirmed the developer is paying for all of the improvements. Adkins replied they will pay for and install any improvements needed as required by City staff in accordance with engineering standards.

### **Council Action**

A motion was made by Councilman Mulliqi, seconded by Councilman Williams, to approve Item 1 as presented with changes agreed upon at tonight's Council meeting. A vote was taken and the motion passed 6-1 with Councilman Strang voting against.

2. **Consider, and act upon, Ordinance No. 2023-33 amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 98 (Solid Waste), Article I (In General), Section 98-2 (Definitions), and Article II (Junkyard; Salvage Yards), Section 98-21 (Residential Collection – Regulations), Section 98-23 (Residential Collection – Regulations), and Section 98-24 (Residential Collection – Fees for unusual collection); providing for a penalty for the violation of this Ordinance; providing for repealing, savings and severability clauses; providing for an effective date of this Ordinance; and providing for the publication of the caption of this Ordinance.**

### **Staff Comments**

City Manager Parker addressed the Council stating changes were made to the bulk trash pickup program after the first of the year so that residents no longer have to call in, and instead is based on the day of the month and correlates with the Saturday that it gets picked up. Changes were not instituted in the ordinance to reflect that, and there are now four options for residents to remove their bulk trash including Saturday pickup, residents can call CWD to schedule a pick up for an additional charge, CWD provides two trucks at the Public Works Facility on Hensley Lane every Saturday from 8:00 a.m. to 12:00 p.m. where residents can drop off their bulk, and the resident can take bulk straight to the dump. Parker stated this item is amending the ordinance and allowing the City to charge residents who violate the ordinance, but added the City does try to work with the residents before charging a fine.

### **Council Comments**

Councilman Mulliqi asked how do we charge residents if their bulk is larger than what they are allowed to have. Parker replied the City does not currently do this but that is part of this ordinance and will be billed on their water bill. Councilman Williams asked if there is a call to the homeowner if CWD shows up and it is going to be an additional charge. Parker replied yes, the homeowner is called after CWD notifies the City with a non-compliant list that they send every week. Once the non-compliant list is received, the Meter Technicians drive around and verify the noncompliance, issue door hangers, and work with the residents.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Duke, to approve Item 2 as presented. A vote was taken and the motion passed 7-0.

3. **Consider, and act upon, Resolution No. 2023-14(R) authorizing the City Manager to execute a Second Amendment to Amended & Restated Solid Waste and Recycling Contract (#W2023-88-A) between the City of Wylie, Texas and Community Waste Disposal, L.P.**

### **Staff Comments**

City Manager Parker addressed the Council stating the City has been in partnership with CWD for several years for solid waste. The City's contract ended last year, and the City extended it one year to assess other potential options. After looking at other potential options, the City has worked with CWD to enhance the current contract so that it can be extended for another five years by adding performance measures which will be reviewed on an annual basis to ensure performance marks are being reached, and Utility Billing will set up routine meetings to meet with CWD to discuss any deficiencies that may come up. Parker added the number of complaints that have transpired in the past has drastically reduced. If the City switched providers, the rate would increase anywhere from \$7 to \$10 a month.

### **Council Comments**

Councilman Williams asked regarding the complaints that Utility Billing receives on a day-to-day basis, since CWD installed the third eye system on the trucks, how often are complaints not CWD's fault. Ocanas replied, from a customer service standpoint, staff does not ask questions to determine who is right or wrong, but instead tries to solve the issue. Williams asked how much the third eye system helped show whether it was a training issue with an employee or just a happenstance. Ocanas replied the cameras have not necessarily been part of helping the City resolve any issues, as most of the issues are mainly having bulk out or the resident not knowing that their bulk was supposed to be out on a Saturday. Parker added that language has been added in the contract regarding the clean-up of hydraulic spills. Councilman Mulliqi requested additional information on the performance measures. Ocanas replied essentially having better communication with CWD including more standard meetings with CWD's Municipal Coordinator, roughly twice a month, and CWD providing the City with a monthly log of customer complaints that they receive at their customer service center. This is in addition to the cameras being added, the daily non-compliant list, and the emailing City staff when they are done with their routes every night. Mulliqi clarified since this is a five-year renewal is there an opt-out for either party. Parker replied every year this contract will be reviewed. Mayor *pro tem* Forrester asked when the non-compliant list is received, is staff contacting the customer and giving them the reason behind why they did not get the service that they expected and provide them corrective action. Ocanas replied they focus on the bulk and contact those customers as CWD communicates with the customer directly on other issues. Council thanked CWD and staff for the changes that have been implemented to improve service.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to approve Item 3 as presented. A vote was taken and the motion passed 7-0.

4. **Consider, and act upon, Ordinance No. 2023-34 amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Appendix C (Wylie Comprehensive Fee Schedule), Section II (Garbage, Trash and Brush Fees).**

### **Staff Comments**

City Manager Parker addressed Council stating this item is updating the Fee Schedule to reflect the contract that was just approved. The new rate is \$16.76 a month to the customer for trash and recycling service, which the previous rate was \$14.21. Parker added CWD has not increased rates in two years.

### **Council Comments**

Mayor Porter added there have been a lot of changes with inflation, gas prices, cost of employment, and doing business in the last two years since the Council last considered any sort of rate change.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Williams, to approve Item 4 as presented. A vote was taken and the motion passed 7-0.

5. **Consider, and act upon, Resolution No. 2023-15(R) of the City Council of the City of Wylie, Texas, accepting the proposed property tax rate for the fiscal year 2023-24, accepting the calculation of the no new revenue tax rate and the voter approval tax rate, establishing August 22, 2023 at 6:00 p.m. at the City of Wylie Municipal Complex for a public hearing and vote on the proposed property tax rate, and providing for the publication as provided by the Texas Property Tax Code, Chapter 26.**

### **Staff Comments**

City Manager Parker addressed Council stating there has been discussion regarding the current tax rate that is being proposed and added if there are any changes to the proposed tax rate, those changes will need to be made tonight. Two cents are being added for the debt rate and that is above the no new revenue rate; therefore, that requires five Councilmembers to vote in favor of it in order to be approved.

### **Council Comments**

Mayor Porter thanked staff and Council for the work they have put into the budget this year, and added at the previous Council meeting Council discussed moving forward with the no new revenue rate plus the debt; however, since that time, the County has provided the City additional information that the projected revenue is not going to be as high as what was expected. Porter added typically in the past, the county has overestimated; however, this year there was a significant difference in the amount which has an impact on the budget. Porter added the Council has done a lot in the past five to ten years concerning financial policy and management, but understands that part of being fiduciary responsible is making sure that the City is presenting a budget and tax rate that helps sustain the City and the City services, including the new EMS program. Mayor Porter, Councilman Strang, Mayor *pro tem* Forrester, Councilman Duke, and Councilman Mulliqi stated they would support a one-cent increase on top of the no new revenue rate, plus two cents for the debt, making the proposed tax rate 0.538882. Councilman Williams and Councilman Hoover stated looking at the future shortcomings with the new EMS program and other changes that Council has discussed making, they would like to see a two to three cent increase over the no new revenue rate plus two cents for the debt.

### **Council Action**

A motion was made by Councilman Strang, seconded by Mayor *pro tem* Forrester, to approve Resolution No. 2023-15(R) as amended of the City Council of the City of Wylie, Texas, accepting the proposed property tax rate of \$.538882 for the fiscal year 2023-24; accepting the calculation of the no new revenue tax rate and the voter approval tax rate, establishing August 22, 2023, at 6:00 p.m. at the City of Wylie Municipal Complex for a public hearing; vote on the proposed property tax rate; and providing for the publication as provided by the Texas Property Tax Code, Chapter 26. A vote was taken and the motion passed 6-1 with Mayor Porter, Councilman Duke, Councilman Strang, Mayor *pro tem* Forrester, Councilman Hoover, and Councilman Mulliqi voting for, and Councilman Williams voting against.

- 6. Establish a date, time and place to hold a Public Hearing on the fiscal year 2023-2024 Proposed Budget so that all interested persons may be heard, either for or against any item in the proposed budget before final approval. The date, time and place for the hearing and the final vote will be published in the City's official newspaper, as provided by the Texas Local Government Code, Section 102.006.**

### **Staff Comments**

City Manager Parker addressed Council stating this item is to establish the date and time for a public hearing for the proposed budget. The date, time, and place for the hearing and the final vote will be published in the City's official newspaper and posted on the City's website. The hearing date must be at least 15 days after the proposed budget was filed with the City Secretary's Office on August 4th and the notice must be published at least five days before the hearing. Staff recommends August 22nd at 6 p.m. in the Council Chambers of the Municipal Complex.

### **Council Action**

A motion was made by Mayor *pro tem* Forrester, seconded by Councilman Strang, establishing August 22, 2023, at 6:00 p.m. in the Council Chambers of the Wylie Municipal Complex, 300 Country Club Road, Wylie, Texas as the date, time, and place at which the public hearing will occur and Council will vote on the final budget. A vote was taken and the motion passed 7-0.

Mayor Porter recessed the Council into a break at 6:54 p.m.

Mayor Porter reconvened the Council into Regular Session at 7:03 p.m.

### **WORK SESSION**

Mayor Porter convened the Council into Work Session at 7:03 p.m.



## **WS1. Discuss F.K. Homes CCN Sanitary Sewer Study.**

City Engineer Porter addressed Council stating this Work Session is to discuss Council's input on adding this area to the City's CCN boundary. The area being discussed is outlined in the magenta color in the bottom right corner of Exhibit A, which was included in the agenda packet. Porter added as each of these developments come in, he requests they have a study done to show that the downstream sewer system can handle what they are proposing, specifically since they are not in the City's sewer CCN and we do not currently have any means or motive to accept sewer. Porter added this is a request of the developer to accept sewer and in return, they do a study for the City and anything downstream, including pipes or Lift Stations, the City requests the developer fund 100 percent of the costs associated with upsizing before coming to Council. Joe Carter, representing Birkhoff, Hendricks & Carter, LLP Professional Engineers, was present as the City's reviewing engineer to go over the results of this study, which was paid for by the developer. Mr. Carter reviewed Exhibit A showing a 30,000-foot view of the lines that are already equipped to handle the flow and made recommendations on what would need to be upsized. Carter stated that the developers for F.K. Homes Development contacted Birkhoff, Hendricks & Carter for this analysis due to their knowledge of the City's wastewater system. The proposed development is well over 15 acres in size and they have projected 101 lots. The closest gravity sewer is located across the street, and looking at the Sanitary Sewer from design point A, which is Sanitary Sewer Line B, and down to the Lift Station, the gravity system does have the capacity for the full development of the Lake Park Villas plus the F.K. Homes Development. The Pheasant Creek Lift Station has adequate capacity for the Lake Park Villas development with a small margin of additional capacity, but not enough to accommodate the full development of the 101 lot F.K. Homes development. Carter stated they contacted a pump vendor to find out the approximate cost to add new pumps, and it was roughly \$70,000 just for the pumps themselves. Carter added they were asked how much would it cost to upgrade the station, but Carter added in order to know the actual cost, it would require the hiring of an engineer to go in and do an analysis of the electrical systems, pipes, and the condition of everything at the site. The force main itself has the capacity for the proposed development. Carter stated they did a Proposed System Curve which shows the existing System Curve and what would be required for the pumps to handle peak flow for the F.K. Homes development, and it would go from the current capacity of 0.69 to a necessary capacity of 0.72, which is a small percentage increase. The City's criteria were utilized for this analysis including the number of people per unit, gallons per person, etc.

Staff requested Council's direction on if they are in support of extending the CCN boundary based on the facts in the study. Council comments and questions included whether they are seeking annexation of property, how the property would be handled not being in Wylie's ETJ, would feel better if the annexation was in front of Council first, would like documentation from Rowlett to release the area in their ETJ to Wylie's ETJ, request for CCN tied to an annexation would be preferred if the capacity is devoted to a new project, does it need its own Lift Station, and looks like a great product.

## **RECONVENE INTO REGULAR SESSION**

Mayor Porter reconvened the Council into Regular Session at 7:23 p.m.

## **EXECUTIVE SESSION**

Mayor Porter convened the Council into Executive Session at 7:23 p.m.

## **Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.**

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on its negotiating position.

## **ES1. Discuss FM 544 Property Acquisitions.**

**RECONVENE INTO OPEN SESSION**

*Take any action as a result from Executive Session.*

Mayor Porter convened the Council into Open Session at 7:32 p.m.

**READING OF ORDINANCES**

*Title and caption approved by Council as required by Wylie City Charter, Article III, Section 13-D.*

City Secretary Storm read the captions of Ordinance Nos. 2023-32, 2023-33, and 2023-34 into the official record.

**ADJOURNMENT**

A motion was made by Councilman Strang, seconded by Councilman Mulliqi, to adjourn the meeting at 7:34 p.m.

A vote was taken and the motion passed 7-0.

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**Matthew Porter, Mayor**

**ATTEST:**

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**Stephanie Storm, City Secretary**



# Wylie City Council

## AGENDA REPORT

**Department:** City Manager

**Prepared By:** Mary Bradley

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, Resolution No. 2023-16(R) of the City Council of Wylie, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee (“ACSC”) and Atmos Energy Corp., Mid-Tex Division regarding the Company’s 2023 Rate Review Mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attachment establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC’s reasonable ratemaking expenses; determining that this Resolution was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this Resolution to the Company and the ACSC’s legal counsel.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The City, along with 181 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Atmos Cities Steering Committee (“ACSC”). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism (“RRM”), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018. On or about March 31, 2023, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2022, entitled it to additional system-wide revenues of \$165.9 million.

Application of the standards set forth in ACSC’s RRM Tariff reduces the Company’s request to \$156.1 million, \$113.8 million of which would be applicable to ACSC members. After reviewing the filing and conducting discovery, ACSC’s consultants concluded that the system-wide deficiency under the RRM regime should be \$130.9 million instead of the claimed \$156.1 million.

After several settlement meetings, the parties have agreed to settle the case for \$142 million. This is a reduction of \$23.9 million to the Company’s initial request. This includes payment of ACSC’s expenses. The settlement also includes an additional \$19.5 million for the securitization regulatory asset expenses related to Winter Storm Uri. This was previously approved by the Texas Legislature and Railroad Commission. The Effective Date for new rates is October 1, 2023. ACSC members should take action approving the Resolution/Ordinance before September 30, 2023.

## **RATE TARIFFS**

Atmos generated rate tariffs attached to the Resolution/Ordinance will generate \$142 million in additional revenues. Atmos also prepared a Proof of Revenues supporting the settlement figures. ACSC consultants have agreed that Atmos' Proof of Revenues is accurate.

## **BILL IMPACT**

The impact of the settlement on average residential rates is an increase of \$6.47 on a monthly basis, or 7.31%. The increase for average commercial usage will be \$24.72 or 5.19%. Atmos provided bill impact comparisons containing these figures.

## **SUMMARY OF ACSC'S OBJECTION TO THE UTILITIES CODE SECTION 104.301 GRIP PROCESS**

ACSC strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues while rewarding the Company for increasing capital investment on an annual basis. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission's review of annual GRIP filings or allow recovery of Cities' rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing) and rate increases go into effect without any material adjustments. In ACSC's view, the GRIP process unfairly raises customers' rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

## **RRM SAVINGS OVER GRIP**

While residents outside municipal limits must pay rates governed by GRIP, there are some cities served by Atmos Mid-Tex that chose to remain under GRIP rather than adopt RRM. Additionally, the City of Dallas adopted a variation of RRM which is referred to as DARR. When new rates become effective on October 1, 2023, ACSC residents will maintain an economic monthly advantage over GRIP and DARR rates.

### **Comparison to Other Mid-Tex Rates (Residential)**

	Average Bill	Compared to RRM Cities
RRM Cities:	\$42.62	-
DARR:	\$42.55	(\$0.07)
ATM Cities:	\$44.39	\$1.77
Environs:	\$44.27	\$1.65

Note: ATM Cities and Environs rates are as-filed. Also note that DARR uses a test year ending in September rather than December.

### **EXPLANATION OF "BE IT RESOLVED" PARAGRAPHS:**

1. This section approves all findings in the Resolution/Ordinance.
2. This section adopts the RRM rate tariffs and finds the adoption of the new rates to be just, reasonable, and in the public interest.
3. This section makes it clear that Cities may challenge future costs associated with gas leaks.
4. This section finds that existing rates are unreasonable. Such finding is a necessary predicate to establishment of new rates. The new tariffs will permit Atmos Mid-Tex to recover an additional \$142 million on a system-wide basis.
5. This section approves an exhibit that establishes a benchmark for pensions and retiree medical benefits to be used in future rate cases or RRM filings.
6. This section requires the Company to reimburse the City for expenses associated with review of the RRM filing, settlement discussions, and adoption of the Resolution/Ordinance approving new rate tariffs.
7. This section repeals any resolution or ordinance that is inconsistent with the Resolution/Ordinance.
8. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

9. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Resolution/Ordinance. This section further directs that the remaining provisions of the Resolution/Ordinance are to be interpreted as if the offending section or clause never existed.

10. This section provides for an effective date upon passage.

11. This section directs that a copy of the signed Resolution/Ordinance be sent to a representative of the Company and legal counsel for ACSC.

## **CONCLUSION**

The Legislature's GRIP process allowed gas utilities to receive annual rate increases associated with capital investments. The RRM process has proven to result in a more efficient and less costly (both from a consumer rate impact perspective and from a ratemaking perspective) than the GRIP process. Given Atmos Mid-Tex's claim that its historic cost of service should entitle it to recover \$165.9 million in additional system-wide revenues, the RRM settlement at \$142 million for ACSC members reflects substantial savings to ACSC cities. Settlement at \$142 million is fair and reasonable. The ACSC Executive Committee consisting of city employees of 18 ACSC members urges all ACSC members to pass the Resolution/Ordinance before September 30, 2023. New rates become effective October 1, 2023.

**RESOLUTION NO. 2023-16(R)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2023 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.**

**WHEREAS**, the City of Wylie, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

**WHEREAS**, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

**WHEREAS**, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

**WHEREAS**, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

**WHEREAS**, on about March 1, 2023, Atmos Mid-Tex filed its 2023 RRM rate request with ACSC Cities based on a test year ending December 31, 2022; and

**WHEREAS**, on about March 1, 2023, Atmos Mid-Tex filed its 2023 RRM rate request with ACSC Cities based on a test year ending December 31, 2022; and

**WHEREAS**, the Executive Committee, as well as ACSC’s counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$142 million on a system-wide basis with an Effective Date of October 1, 2023; and

**WHEREAS**, ACSC agrees that Atmos’ plant-in-service is reasonable; and

**WHEREAS**, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

**WHEREAS**, the attached tariffs (Attachment A) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

**WHEREAS**, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2); and

**WHEREAS**, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications; and

**WHEREAS**, the RRM Tariff includes Securitization Interest Regulatory Asset amount of \$19.5 million;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**SECTION 1:** That the findings set forth in this Resolution are hereby in all things approved.

**SECTION 2:** That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$142 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2023 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

**SECTION 3:** That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

**SECTION 4:** That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$142 on a system-wide basis, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

**SECTION 5:** That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

**SECTION 6:** That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2023 RRM filing.

**SECTION 7:** That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

**SECTION 8:** That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**SECTION 9:** That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.



**SECTION 10:** That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after September 30, 2023.

**SECTION 11:** That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas on this the 22nd day of August, 2023.

\_\_\_\_\_  
Matthew Porter, Mayor

**ATTEST TO:**

\_\_\_\_\_  
Stephanie Storm, City Secretary

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>R – RESIDENTIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

**Application**

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 22.25 per month
Rider CEE Surcharge	\$ 0.05 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 22.30 per month</b>
Commodity Charge – All <u>Ccf</u>	\$0.48567 per Ccf <sup>2</sup>

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup>Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2023.

<sup>2</sup>The commodity charge includes the base rate amount of \$0.46724 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>C – COMMERCIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

**Application**

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 72.00 per month
Rider CEE Surcharge	(\$ 0.02) per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 71.98 per month</b>
Commodity Charge – All Ccf	\$ 0.18280 per Ccf <sup>2</sup>

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Presumption of Plant Protection Level**

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at [mdtx.plantprotection@atmosenergy.com](mailto:mdtx.plantprotection@atmosenergy.com).

<sup>1</sup> Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2023.

<sup>2</sup>The commodity charge includes the base rate amount of \$0.16437 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

**Application**

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 200 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 200 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,382.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7484 per MMBtu <sup>1</sup>
Next 3,500 MMBtu	\$ 0.5963 per MMBtu <sup>1</sup>
All MMBtu over 5,000 MMBtu	\$ 0.2693 per MMBtu <sup>1</sup>

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees

<sup>1</sup> The tiered commodity charges include the base rate amounts of \$0.5684, \$0.4163, and \$0.0893 per MMBtu, respectively, plus Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.1800 per MMBtu until recovered.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**Presumption of Plant Protection Level**

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at [mdtx.plantprotection@atmosenergy.com](mailto:mdtx.plantprotection@atmosenergy.com).

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

**Application**

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,382.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.5684 per MMBtu
Next 3,500 MMBtu	\$ 0.4163 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0893 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Imbalance Fees**

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

**Monthly Imbalance Fees**

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**Agreement**

A transportation agreement is required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- $i$  = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$  = Weather Normalization Adjustment Factor for the  $i^{th}$  rate schedule or classification expressed in cents per Ccf
- $R_i$  = Commodity Charge rate of temperature sensitive sales for the  $i^{th}$  schedule or classification.
- $HSF_i$  = heat sensitive factor for the  $i^{th}$  schedule or classification divided by the average bill count in that class
- $NDD$  = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- $ADD$  = billing cycle actual heating degree days.
- $BL_i$  = base load sales for the  $i^{th}$  schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the  $j$ th customer in  $i$ th rate schedule is computed as:

$$WNA_i = WNAF_i \times q_{ij}$$

Where  $q_{ij}$  is the relevant sales quantity for the  $j$ th customer in  $i$ th rate schedule.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2023</b>	

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.51	0.1415	88.91	0.7010
Austin	8.87	0.1213	213.30	0.7986
Dallas	12.54	0.2007	185.00	0.9984
Waco	8.81	0.1325	125.26	0.7313
Wichita Falls	10.36	0.1379	122.10	0.6083

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at [atmosenergy.com/mtx-wna](http://atmosenergy.com/mtx-wna), in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

ATMOS ENERGY CORP., MID-TEX DIVISION

MID-TEX RATE REVIEW MECHANISM

PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL

TEST YEAR ENDING DECEMBER 31, 2022

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Post-Employment Benefit Plan	Supplemental Executive Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Benefits Benchmark -						
	Fiscal Year 2023 Willis Towers Watson Report as adjusted (1) (2) (3)	\$ 1,434,339	\$ (518,336)	\$ 2,336,419	\$ (2,678,818)	\$ 267,917	
2	Allocation Factor	44.92%	44.92%	78.74%	78.74%	100.00%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 644,336	\$ (232,848)	\$ 1,839,667	\$ (2,109,267)	\$ 267,917	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4)	\$ 644,336	\$ (232,848)	\$ 1,839,667	\$ (2,109,267)	\$ 267,917	\$ 409,804
6							
7	O&M Expense Factor (WP_F-2.3, Ln 2)	78.60%	78.60%	39.63%	39.63%	11.00%	
8							
9	Summary of Costs to Approve (1):						
10	Total Pension Account Plan	\$ 506,464		\$ 729,006			\$ 1,235,469
11	Total Post-Employment Benefit Plan		\$ (183,024)		\$ (835,840)		(1,018,864)
12	Total Supplemental Executive Benefit Plan					\$ 29,471	29,471
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 506,464	\$ (183,024)	\$ 729,006	\$ (835,840)	\$ 29,471	\$ 246,076



# Wylie City Council

## AGENDA REPORT

**Department:** Police

**Prepared By:** Anthony Henderson

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, Ordinance No. 2023-35, amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 74 (Offenses and Miscellaneous Provisions), Article III (Curfew for Minors); repealing Ordinance Nos. 2017-09, 2020-22, and 2023-09; repealing the City's Juvenile Curfew Ordinance in response to House Bill 1819, effective September 1, 2023; providing a savings/repealing clause, severability clause and an effective date; finding and determining that the meeting at which this ordinance is passed was noticed and is open to the public as required by law.

### Recommendation

Motion to approve the item as presented.

### Discussion

Texas House Bill 1819, "Juvenile Curfew", which bans the imposition of a curfew of persons younger than 18 years of age, except for the purpose of emergency management, was signed into law on June 9, 2023. There exists a need to repeal Ordinance No. 2023-09 adopted on February 14, 2023.

Staff is recommending to repeal the curfew ordinance.

## ORDINANCE NO. 2023-35

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE’S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 74 (OFFENSES AND MISCELLANEOUS PROVISIONS), ARTICLE III (CURFEW FOR MINORS); REPEALING ORDINANCE NOS. 2017-09, 2020-22, AND 2023-09; REPEALING THE CITY’S JUVENILE CURFEW ORDINANCE IN RESPONSE TO HOUSE BILL 1819, EFFECTIVE SEPTEMBER 1, 2023; PROVIDING A SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

WHEREAS, the City Council of the City of Wylie, Texas (“City Council”) previously adopted a juvenile curfew ordinance as authorized by state law to help protect the public health, safety and welfare of City of Wylie, Texas (“City” or “Wylie”); and

WHEREAS, during the 2023 legislative session, the Texas Legislature adopted House Bill 1819 to prohibit a political subdivision such as Wylie from adopting or enforcing an order, ordinance or other measure that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age, except for curfews implemented under Chapter 418 of the Texas Government Code for purposes of emergency management; and

WHEREAS, House Bill 1819 is effective on September 1, 2023; and

WHEREAS, the City Council therefore finds that it is necessary to amend Chapter 74 (Offenses and Miscellaneous Provisions), Article III (Curfew for Minors) of the Code of Ordinances of City of Wylie, Texas (“Code of Ordinance”) and to repeal Ordinance Nos. 2017-09, 2020-22, and 2023-09 to comply with the new state law; and

WHEREAS, Wylie has complied with all legal notices as required by law; and

WHEREAS, the City Council finds that adopting this Ordinance is in the best interest of the citizens of Wylie.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**SECTION 1: Findings Incorporated.** The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION 2: Amending Chapter 74 (Offenses and Miscellaneous Provisions), Article III (Curfew for Minors) of the Code of Ordinances.** Chapter 74 (Offenses and Miscellaneous Provisions), Article III (Curfew for Minors) of the Code of Ordinances is hereby amended as follows<sup>1</sup>:

### **“ARTICLE III RESERVED JUVENILE CURFEW”**

#### **Sec. 74-41. Definitions.**

~~The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~Curfew hours means:~~

<sup>1</sup> Additions are underlined and italicized; deletions are evidenced by strikethrough.

(1) ~~11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday or Thursday until 6:00 a.m. of the following day; and~~

(2) ~~12:01 a.m. until 6:00 a.m. on any Friday or Saturday.~~

~~*Emergency* means an unforeseen combination of circumstances or the resulting state that calls for immediate action. The term "emergency" includes, but is not limited to, a fire, a natural disaster, an automobile accident or any situation requiring immediate action to prevent serious bodily injury or loss of life.~~

~~*Establishment* means any privately owned place of business operated for a profit to which the public is invited, including, but not limited to, any place of amusement or entertainment.~~

~~*Guardian* means:~~

(1) ~~A person who, under court order, is the guardian of the person of a minor; or~~

(2) ~~A public or private agency with whom a minor has been placed by a court.~~

~~*Minor* means any person under 17 years of age.~~

~~*Operator* means any individual, firm, association, partnership or corporation operating, managing or conducting any establishment. The term "operator" includes the members or partners of an association or partnership and the officers and directors of a corporation.~~

~~*Parent* means a person who is:~~

(1) ~~A natural parent, adoptive parent or step parent of another person; or~~

(2) ~~At least 18 years of age and authorized by a parent or guardian to have the care and custody of a minor.~~

~~*Public place* means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities and shops.~~

~~*Remain* means to:~~

(1) ~~Linger, stay, walk, run, stand, drive or ride; or~~

(2) ~~Fail to leave premises when requested to do so by a police officer or the owner, operator or other person in control of the premises.~~

~~*Serious bodily injury* means bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ.~~

#### **~~Sec. 74-42. Offenses.~~**

(a) ~~A minor commits an offense if he remains in any public place or on the premises of any establishment within the city during curfew hours.~~

(b) ~~A parent or guardian of a minor commits an offense if he knowingly permits or by insufficient control allows the minor to remain in any public place or on the premises of any establishment within the city during curfew hours.~~

(c) ~~The owner, operator or any employee of an establishment commits an offense if he knowingly allows a minor to remain upon the premises of the establishment during curfew hours.~~

#### **~~Sec. 74-43. Defenses.~~**

(a) ~~It is a defense to prosecution under section 74-42 that the minor was:~~

(1) ~~Accompanied by the minor's parent or guardian;~~

(2) ~~On an errand at the direction of the minor's parent or guardian, without~~

any detour or stop;

(3) ~~— In a motor vehicle involved in interstate travel;~~

(4) ~~— Engaged in an employment activity, or going to or returning home from an employment activity, without any detour or stop;~~

(5) ~~— Involved in an emergency;~~

(6) ~~— On the sidewalk abutting the minor's residence or abutting the residence of a next door neighbor if the neighbor did not complain to the police department about the minor's presence;~~

(7) ~~— Attending an official school, religious, or other recreational activity supervised by adults and sponsored by the city, the Wylie Independent School District, a civic organization or another similar entity that takes responsibility for the minor or going to or returning home from, without any detour or stop, an official school, religious or other recreational activity supervised by adults and sponsored by the city, a civic organization or another similar entity that takes responsibility for the minor;~~

(8) ~~— Exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech or the right of assembly; or~~

(9) ~~— Married or had been married or had disabilities of minority removed in accordance with Chapter 31 of the Texas Family Code, as amended.~~

(b) ~~— It is a defense to prosecution under subsection 74-42(c) of this section that the owner, operator or employee of an establishment promptly notified the police department that a minor was present on the premises of the establishment during curfew hours and refused to leave.~~

#### **Sec. 74-44. Enforcement.**

~~Before taking any enforcement action under this section, a peace officer shall ask the apparent offender's age and reason for being in the public place. The officer shall not issue a citation or make an arrest under this section unless the officer reasonably believes that an offense has occurred and that, based on any response and other circumstances, no defense in section 74-43 is present.~~

#### **Sec. 74-45. Penalties.**

(a) ~~— Any person violating this article shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding \$500.00. Each and every day that such violation continues shall be considered a separate offense. The city retains all legal rights and remedies available to it pursuant to local, state and federal law.~~

(b) ~~— When required by Texas Family Code § 51.08, as amended, the court shall waive original jurisdiction over a person who violates section 74-42 and shall refer the person to the appropriate court.~~

#### **Sec. 74-46. Review of article.**

(a) ~~— Before the third anniversary of the date of the adoption of Ordinance No. 2017-09, and every third year thereafter, the city council shall:~~

(1) ~~— Review the effects of the ordinance on the community and on problems the ordinance was intended to remedy;~~

(2) ~~— Conduct at least two public hearings on the need to continue the article; and~~

(3) ~~— Abolish, continue, or modify the ordinance.~~

(b) ~~— The failure of the city council to act in accordance with this section shall cause Ordinance No. 2017-09 to expire without further action by the city council.~~

**Secs. 74-41 47 - 74-60. Reserved.”**

**SECTION 3: Repealing Ordinance Nos. 2017-09, 2020-22, and 2023-09.** Ordinance Nos. 2017-09, 2020-22, and 2023-09 are hereby repealed in their entirety. The effective date of the repeal discussed



in this Section shall not occur until the effective date of this Ordinance, at which time Ordinance Nos. 2017-09, 2020-22, and 2023-09 shall be repealed. Such repeal shall not abate any pending prosecution or lawsuit or prevent any prosecution or lawsuit from being commenced for any violation of Ordinance Nos. 2017-09, 2020-22, and 2023-09 occurring before the effective date of this Ordinance.

**SECTION 4: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional and/or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, regardless of whether any one or more sections, subsections, sentences, clauses or phrases is declared unconstitutional and/or invalid.

**SECTION 5: Repealing/Savings.** All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict, but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

**SECTION 6: Open Meeting.** The meeting at which this Ordinance was introduced and passed was open to the public and that public notice of the time, place and purpose of said meeting was given all as required by law.

**SECTION 7: Effective Date.** This Ordinance shall become effective on September 1, 2023.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS,** on this 22nd day of August, 2023.

---

Matthew Porter, Mayor

**ATTESTED AND  
CORRECTLY RECORDED:**

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Stephanie Storm, City Secretary



# Wylie City Council

## AGENDA REPORT

Department: Animal Services  
 Prepared By: Shelia Patton

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, Ordinance No. 2023-36; amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 18 (Animals), Article I (General), to add Section 18-16 (Trap-Neuter-Release Feral Cat Program).

### Recommendation

Motion to approve the Item as presented

### Discussion

Ordinance No. 2022-61 was passed and approved by City Council on September 27, 2022. It was inadvertently left out of the most recent Ordinance (Ordinance No. 2023-10) taken before Council; therefore, we are bringing it before Council for consideration to add it back into the Code of Ordinances.

**ORDINANCE NO. 2023-36**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE'S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 18 (ANIMALS), ARTICLE 1 (GENERAL), TO ADD SECTION 18-16 TO ADOPT A TRAP-NEUTER-RELEASE FERAL CAT PROGRAM; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS**, the City Council has investigated and determined that it would be advantageous and beneficial to the citizens of Wylie to amend Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 18 (Animals), Article 1 (General), to add Section 18-16 (Trap-Neuter-Release Feral Cat Program);

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**SECTION 1:** Trap-Neuter-Release Feral Cat Program. The findings set forth above are incorporated into the body of this Ordinance as is fully set forth herein.

**SECTION 2:** Amendment to Chapter 18 (Animals) of the Wylie Code of Ordinances. Chapter 18 (Animals), Article 1 (General), Section 18-16 (Trap-Neuter-Release Feral Cat Program) of the Wylie Code of Ordinances, is hereby amended to read as follows:

**“SECTION 18-16  
TRAP-NEUTER-RELEASE FERAL CAT PROGRAM**

In order to effectively and humanely control feral cat populations within its jurisdiction boundaries, Wylie shall sponsor a trap-neuter-release program (TNR) in an effort to reduce the feral cat population over time without the necessity of wholesale capture and euthanasia. Wylie may establish and or provide services to offset the costs of trapping, neutering, and vaccinating captured feral cats that can be released to an appropriate site. Caregivers for colonies, whether one (1) or several feral cats, may be aided by the city in providing traps, transportation to a spay/neuter facility, and off-setting costs, to the extent that funding is available.

Caregivers of feral cat colonies shall implement proper management and sterilization practices and may seek the assistance of animal services personnel in order to:

- 1) Sterilize (spay or neuter) feral cats that can be captured. Ear-tipping will be used as a means of visually identifying sterilized feral cats.
- 2) Vaccinate, as required by law, against rabies, and against any other infectious disease as may be mandated by law.
- 3) Assist with the removal of sick or injured feral cats from the colony.

Caregivers assuming responsibility for feeding feral cats will be responsible for adhering to the following regulations:

- 1) Feral cat colonies shall not be fed on city-owned or public property, to include, roadways, alleys, easements, and right-of-way.
- 2) Feral cat colonies shall only be fed on private property with authorization from the property owner or an authorized agent.

- 3) Feral cat colonies shall be fed using bowls, plates, pans, or a similar utensil to contain the food; food shall not be poured on the ground for the purpose of providing food.
- 4) Follow all trapping requirements and restrictions set forth in this Chapter, Sec. 18-13.

Animal Services personnel shall maintain all records of their activities relating to the city TNR to include proof of sterilization, vaccination, relocation, adoption, and medical care records. Other responsibilities include:

- 1) Help to resolve complaints related to feral cat colonies.
- 2) Maintain records on the following:
  - a. Number of feral cats spayed and neutered; and
  - b. Number of feral cats placed in permanent homes.

Enforcement: The city shall retain the following rights:

- 1) The right to trap and impound feral cat(s) from a colony that may be sick or injured.
- 2) The right to trap and impound feral cat(s) when a caregiver is unable to provide care and or properly manage the colony and has not been able to obtain a replacement or substitute caregiver.

...”

**SECTION 3: Savings/Repealing.** All provisions of the Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

**SECTION 4: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

**SECTION 5: Effective Date.** This Ordinance shall become effective from and after its passage and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS,** on this 22<sup>nd</sup> day of August, 2023.

\_\_\_\_\_  
Matthew Porter, Mayor

**ATTEST:**

\_\_\_\_\_  
Stephanie Storm, City Secretary

Date of publication in *The Wylie News* – August 30, 2023

**ORDINANCE NO. 2022-61**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE'S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 18 (ANIMALS), ARTICLE 1 (GENERAL), TO ADD SECTION 18-16 TO ADOPT A TRAP-NEUTER-RELEASE FERAL CAT PROGRAM; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS**, the City Council has investigated and determined that it would be advantageous and beneficial to the citizens of Wylie to amend Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 18 (Animals), Article 1 (General), to add Section 18-16 (Trap-Neuter-Release Feral Cat Program);

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**SECTION 1:** Trap-Neuter-Release Feral Cat Program. The findings set forth above are incorporated into the body of this Ordinance as is fully set forth herein.

**SECTION 2:** Amendment to Chapter 18 (Animals) of the Wylie Code of Ordinances. Chapter 18 (Animals), Article 1 (General), Section 18-16 (Trap-Neuter-Release Feral Cat Program) of the Wylie Code of Ordinances, is hereby amended to read as follows:

**"SECTION 18-16**

**TRAP-NEUTER-RELEASE FERAL CAT PROGRAM**

In order to effectively and humanely control feral cat populations within its jurisdiction boundaries, Wylie shall sponsor a trap-neuter-release program (TNR) in an effort to reduce the feral cat population over time without the necessity of wholesale capture and euthanasia. Wylie may establish and or provide services to offset the costs of trapping, neutering, and vaccinating captured feral cats that can be released to an appropriate site. Caregivers for colonies, whether one (1) or several feral cats, may be aided by the city in providing traps, transportation to a spay/neuter facility, and off-setting costs, to the extent that funding is available.

Caregivers of feral cat colonies shall implement proper management and sterilization practices and may seek the assistance of animal services personnel in order to:

- 1) Sterilize (spay or neuter) feral cats that can be captured. Ear-tipping will be used as a means of visually identifying sterilized feral cats.
- 2) Vaccinate, as required by law, against rabies, and against any other infectious disease as may be mandated by law.
- 3) Assist with the removal of sick or injured feral cats from the colony.

Caregivers assuming responsibility for feeding feral cats will be responsible for adhering to the following regulations:

- 1) Feral cat colonies shall not be fed on city-owned or public property, to include, roadways, alleys, easements, and right-of-way.

- 2) Feral cat colonies shall only be fed on private property with authorization from the property owner or an authorized agent.
- 3) Feral cat colonies shall be fed using bowls, plates, pans, or a similar utensil to contain the food; food shall not be poured on the ground for the purpose of providing food.
- 4) Follow all trapping requirements and restrictions set forth in this Chapter, Sec. 18-13.

Animal Services personnel shall maintain all records of their activities relating to the city TNR to include proof of sterilization, vaccination, relocation, adoption, and medical care records. Other responsibilities include:

- 1) Help to resolve complaints related to feral cat colonies.
- 2) Maintain records on the following:
  - (a) Number of feral cats spayed and neutered; and
  - (b) Number of feral cats placed in permanent homes.

Enforcement: The city shall retain the following rights:

- 1) The right to trap and impound feral cat(s) from a colony that may be sick or injured.
- 2) The right to trap and impound feral cat(s) when a caregiver is unable to provide care and or properly manage the colony and has not been able to obtain a replacement or substitute caregiver.

...”

**SECTION 3: Savings/Repealing.** All provisions of the Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

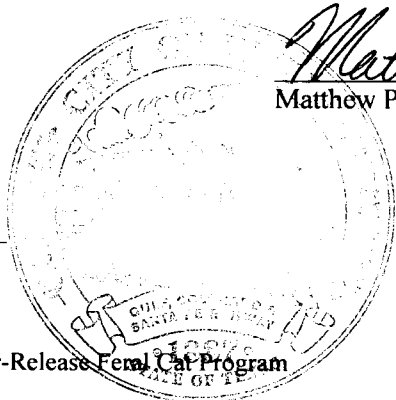
**SECTION 4: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

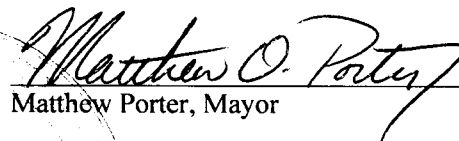
**SECTION 5: Effective Date.** This Ordinance shall become effective from and after its passage and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS,** on this 27<sup>th</sup> day of September, 2022.

ATTEST:

  
Stephanie Storm, City Secretary



  
Matthew Porter, Mayor

**ORDINANCE NO. 2023-10**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE'S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 18 (ANIMALS); PROVIDING A PENALTY CLAUSE, SAVINGS/REPEALING AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

**WHEREAS**, the City Council of the City of Wylie, Texas ("City Council") finds that it is necessary and in the public interest to ensure the health and humane treatment of animals and the public in the City of Wylie, Texas ("Wylie" or "City"); and

**WHEREAS**, the subject Ordinance includes procedures related to Board and Commission member terms and qualifications; and

**WHEREAS**, the City Council has investigated and determined that it would be advantageous and beneficial to the citizens of Wylie to amend Chapter 18 (Animals) of the City's Code of Ordinances, Ordinance No. 2021-17, as amended ("Code of Ordinances"), as set forth below, to promote public and animal health, safety and welfare; and

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**SECTION 1:** The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION 2:** Amendment to Chapter 18 (Animals) of the Code of Ordinances. Chapter 18 (Animals) of the Code of Ordinances is hereby amended and replaced in its entirety as follows:

**"CHAPTER 18 - ANIMALS**

**ARTICLE I - IN GENERAL**

**Sec. 18-1. - Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Abandon* means to fail to adequately provide an animal with one (1) or more of the necessities of life, including but not limited to, air, food, potable water, sanitary conditions, shelter, protection from the heat, cold, or other environmental conditions, or under other circumstances that may cause bodily injury, serious bodily injury, or death of the animal, for twenty-four (24) or more hours, or to leave an animal in the care, custody, or control of another person without his or her consent.

*Adoption Agency* means an animal welfare organization or animal placement group approved by the animal services manager to take impounded dogs and cats from animal services for adoption to the public.

*Animal* means any live vertebrate creature, domestic or wild, but specifically excluding human beings.

*Animal services* means the animal services division of the police department, directed by the chief of police, or his/her designee, of the City, or its designee, as determined by the City Manager.

*Animal services director* means the director of the City animal services department and his/her authorized designees.

*Animal services facility* means a facility operated by the City of Wylie or its agents or designees for the purpose of impounding or caring for animals held under the authority of this chapter or state or federal laws.

*Animal services manager* means the person designated by the animal services director or his/her designee to supervise all aspects and operations of animal services.

*Animal services officer* means a person employed by the City to represent and act for the City in the impounding of animals, controlling of animals running at large, and enforcing the provisions of this chapter and all regulations relating to animals as authorized by other local, state or federal law.

*Animal shelter* means a facility operated by the City for the purpose of impounding or caring for animals held under the authority of this chapter or state law.

*Animal Welfare Organization* means a non-profit organization incorporated under state law and exempt from federal taxation under Section 501(c)(3) of the federal Internal Revenue Code, as amended, and whose principal purpose is the prevention of cruelty to animals and whose principal activity is to rescue sick, injured, abused, neglected, unwanted, abandoned, orphaned, lost, or displaced animals and to adopt them to good homes.

*Assistance animal* has the meaning assigned in the Texas Human Resources Code, Chapter 121, as amended.

*At large* means:

- (1) On the Premises of the Owner:
  - (a) Any animal not confined to the premises of the owner by a secure enclosure of sufficient height, strength, length and/or manner of construction sufficient for the breed to preclude the animal from leaving the premises of the owner.
  - (b) Any animal which is not physically and continually restrained by some person by means of a leash or a chain of proper strength and length that precludes the animal from making any unsolicited contact with any person, their clothing, their property and/or their premises.
- (2) Off the Premises of the Owner: Any animal which is not physically and continually restrained by some person by means of a leash or a chain of proper strength and length that precludes the animal from making any unsolicited contact with any person, their clothing, their property and/or their premises; provided, however, that any animal which is securely confined within a cage, automobile, truck or any other vehicle, and that cannot come into contact with any other person/property other than the owners, shall not be deemed at large.

*Cat* means a domesticated member of the feline family (*Felis domesticus*) other than a lion, tiger, bobcat, jaguar, panther, leopard, cougar or other prohibited feline, or any hybrid thereof.

*Chicken* means any particular domesticated farm or ranch animal of the particular fowl family (*Gallus domesticus*) developed in a number of breeds for its flesh, eggs and feathers but does not include ducks, geese, turkeys or other domesticated fowl.

*Circus* means a commercial variety show featuring animal acts for public entertainment.



*City* means City of Wylie.

*City enforcement agent* means any designee of the City animal services director, any animal services officer, or law enforcement officer that is employed by the City.

*Dangerous dog* means a dog that:

- (1) Makes an unprovoked attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own;
- (2) Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person; or
- (3) Makes an attack on an animal that causes serious injury or death and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own.

*Department* means the City animal services department.

*Direct physical control* means having precautions in place so the person may exercise physical control over the animal in the event it should become necessary to do so to protect the animal, a human, or another animal from harm. For the purposes of this chapter, voice control, shock collars, e-collars, and collar-mounted electronic training devices, regardless of the animal's proximity or training status, shall not be considered direct physical control.

*Dog* means a domesticated member of the canine family (*Canis familiaris*), other than a wolf, jackal, fox, dingo, coyote, or other prohibited canine, or any hybrid thereof.

*Euthanasia* means the termination of an animal by a person using methods authorized by state and federal laws.

*Feral* when used in describing an animal means any unowned, untamed animal living in the wild that will not voluntarily accept handling by human beings despite usually being considered a domestic animal.

*Humane trap* means any trap designed to capture an animal without injuring the animal.

*Impound* means to take an animal into custody by the City; impoundment shall begin at the time any City enforcement agent seizes, takes, collects, confines or captures an animal.

*Livestock* means a horse, stallion, mare, gelding, filly, colt, mule, jenny, jack, jennet, hog, sheep, goat or a head of any species of cattle. Pot-bellied pigs, as defined by this article, are not considered livestock.

*Local rabies control authority (LRCA)* means the person designated by the governing body of a municipality to enforce the Texas Health and Safety Code, as amended.

*Local rabies control incident (LRCI)* means any bite, scratch, or other injury to a person caused by a warm-blooded animal that breaks the victim's skin and/or causes him or her to bleed and potentially come into contact with the injuring animal's saliva and could therefore allow the rabies virus to be transmitted from the animal to the person.

*Owner* means any person or persons, firm, partnership, corporation, association or entity that harbors,

shelters, keeps, controls, manages, possesses or has whole or part interest in any animal. The occupant, owner or head of household of any premises where an animal remains for seventy-two (72) hours or more shall be presumed to be the owner of the animal. The presumption may be rebutted with proof that the animal has been reported to the department. A property owner, occupant, or head of household of any premises on which a dog or cat remains or customarily returns to is an owner for purposes of this chapter. If a person under the age of seventeen (17) years owns an animal, the parent, legal guardian, or the head of the household shall be the owner for purposes of this chapter. There may be more than one (1) person who is the owner or responsible for an animal. This term shall include persons who are in temporary possession of the animal, including but not limited to, pet sitters, groomers, boarders, walkers, and trainers. This term is to exclude the Animal services facility and veterinary facilities.

*Performing animal exhibition* means any spectacle, display, act or event, other than circuses, in which performing animals are used.

*Pet* means any animal kept for pleasure rather than utility.

*Police service animal* means an animal owned by the City, or other governmental law enforcement agency, specifically trained or equipped to assist personnel in a law enforcement capacity.

*Pot-bellied pig* means a variety of swine that is no more than eighteen (18) inches in height at shoulder level when fully grown, has short erect ears and a straight tail. No swine shall be considered a pot-bellied pig if its weight exceeds ninety-five (95) pounds, or unless registered with a licensed breeder.

*Releasing agency* means any public or private animal pound, shelter or humane organization. The term does not include an individual who occasionally renders humane assistance or shelter in the individual's home to a dog or cat.

*Restraint* means an animal in a secure enclosure and/or completely confined by a building, wall or fence of sufficient strength of construction to restrain the animal on the premises of the owner or an animal off the premises of the owner and under the control of the owner or another person authorized by the owner to care for the animal by leash, cord, chain or rope.

*Retail Pet Store* means a business that regularly sells animals for pet purposes to an ultimate owner. The term includes any owner, operator, agent, or employee of the business.

*Riding school or stable* means any place which has available for hire, boarding and/or riding instruction any horse, pony, donkey, mule or burro.

*Shelter* means a structure that is capable of adequately providing cover and protection from heat, cold, and other environmental conditions. At minimum, a shelter must have three (3) sides, a top, and a bottom and must be adequately ventilated. It must have bedding material. It must be large enough so that the animal can enter, stand, turn around, and lie down, but small enough to prevent the loss of body heat during cold weather.

*Tether* means any leash, chain, cord, rope, or other means of restraining an animal or the act of chaining, tying, fastening or otherwise securing an animal to a fixed point so that it can move or range only within certain limits.

*Vaccination* means the inoculation of an animal with an anti-rabies vaccine that is licensed by the United States Department of Agriculture for use in that species and which is administered in accordance with the label's directions and all state and federal laws for the purpose of immunizing the animal against rabies.

*Veterinary facility* means any establishment maintained and operated by a licensed veterinarian for surgery, diagnosis and treatment of diseases and injuries of animals.

*Wild animal* means any animal that is customarily considered dangerous, undomesticated, not normally born and raised in captivity or any animal that is restricted from ownership by any international, federal, or state law, including, but not limited to the following classes and families of animals (specific animals are named as examples of the class or family, not as a complete list of the class or family):

- (1) Class Reptilia:
  - (a) Family Helodermatidae (venomous lizards) and Family Hydrophiidae (Venomous Marine snakes);
  - (b) Family Viperidae (rattlesnakes, pit vipers and true vipers);
  - (c) Family Elapidae (coral snakes, cobras, and mambas);
  - (d) Family Columbridae-Dispholidus Typus (boomslang);
  - (e) Bioga Dendrophilia (mangrove snake) and Kirklandii (twig snake only); and
  - (f) Order Crocodilia (such as crocodiles and alligators);
- (2) Class Aves: Order Falconiformes (such as hawks, eagles, falcons and vultures);
- (3) Class Mammalia: Order Carnivores:
  - (a) Family Felidae (such as lions, tigers, bobcats, jaguars, leopards and cougars), except commonly domesticated cats;
  - (b) Family Canidae (such as wolves, dingoes, coyotes, foxes and jackals) and any hybrid of an animal listed in this section, except commonly domesticated dogs;
  - (c) Family Mustelidae (such as weasels, skunks, martins, minks, badgers and otters) except ferrets;
  - (d) Family Procyonidae (such as raccoons and coati);
  - (e) Family Ursidae (such as bears);
  - (f) Marsupialia (such as kangaroos, opossums, koala bears, wallabies, bandicoots, and wombats);
  - (g) Chiroptera (bats);
  - (h) Edentata and Xenarthra (such as sloths, anteaters, and armadillo);
  - (i) Proboscidea (elephants);
  - (j) Primata (such as monkeys, chimpanzees, orangutans, and gorillas);
  - (k) Rodentia (such as beavers and porcupines); and
  - (l) Ungulata (such as antelope, deer, bison and camels);
- (4) Class Amphibia: Poisonous frogs. Does not include non-poisonous reptiles or nonpoisonous snakes.
- (5) Any species illegal to own under federal or state law, or any animal which is, or may be hereafter, listed as a "high risk" animal in the Texas Rabies Control Act;

"Wild animal" does not include livestock, fowl or household pets, such as but not limited to dogs, cats, cockatiels, hamsters, guinea pigs, gerbils, rabbits, fish or small, nonpoisonous reptiles, or nonpoisonous snakes. Wild animal includes any hybrid of an animal listed in this definition, unless certified for medical, biological, herpetological or other scientific research or study. This definition shall apply regardless of state or duration of captivity.

*Zoological park* means a government-operated facility displaying or exhibiting one (1) or more species of non-domesticated animals.

#### **Sec. 18-2. - Enforcement of chapter.**

- (a) The provisions of this chapter shall be enforced by the animal services officers. The animal services officers have the authority to issue citations to persons violating the provisions of this chapter.

- (b) It shall be unlawful for any person to interfere with an animal services officer or his/her duly authorized representative in the performance of his/her duties as prescribed by this chapter.
- (c) Animal services officers have the right to pursue animals running at large onto private property while enforcing the provisions of this chapter.

**Sec. 18-3. - Inhumane treatment of animals.**

- (a) A person commits an offense if, either through his/her action or omission, he/she:
  - (1) Docks the tail or removes the dew claws of an animal over five (5) days of age, or crops the ears of an animal of any age, unless he is licensed to practice veterinary medicine in the state;
  - (2) Abandons any animal that he or she has possession or ownership of at the animal services facility, at any other place of business, on public property, or with any person that has not consented or has revoked consent to be responsible for the care of the animal;
  - (3) Fails to reclaim any animal that he owns from the animal services facility or any person who had temporary possession of the animal;
  - (4) Euthanizes, kills or attempts to euthanize or kill an animal in a manner other than allowed in this chapter;
  - (5) Places or confines an animal, or allows an animal to be placed or confined, in a motor vehicle, conveyance, or trailer without providing adequately for the necessities of life, including air, food, potable water, sanitary conditions, shelter or protection from the heat, cold or other environmental condition, or under other circumstances that may cause bodily injury, serious bodily injury or death of the animal;
  - (6) Causes or allows an animal to remain in its own filth;
  - (7) Owns or has care, custody, or control of an animal having an infestation of ticks, fleas, or other parasites, without having the animal treated by a veterinarian or following a proper commercially available treatment regimen for the infestation;
  - (8) Owns or has care, custody or control of an animal having an obvious or diagnosed illness, injury, or communicable illness transmittable to animal or human, without having the animal treated by a veterinarian or following a proper treatment regimen for the injury or illness;
  - (9) Fails to provide basic grooming for an animal;
  - (10) Causes, allows or trains an animal to fight another animal or possesses animal fighting paraphernalia or training equipment;
  - (11) Fails to adequately provide an animal owned by him/her or under his/her care, custody or control with necessities of life, including food, potable water, sanitary conditions, shelter or protection from the heat, cold other environmental conditions, or other circumstances that may cause bodily injury, serious bodily injury or death of the animal;
  - (12) Mutilates or allows to mutilate any dead animal for reasons other than food preparation or taxidermy. Dissection in compliance with medical or veterinary research, medical or veterinary necropsy, and bona fide educational use of dead animals shall not be considered mutilation;
  - (13) Attaches or allows to be attached a collar or harness to an animal that is of an inadequate size so that it restricts the animal's growth or causes damage to the animal's skin;
  - (14) Attaches or allows to be attached a tether that is not appropriately sized for the animal or so heavy as to restrict or burden the animal's movements;
  - (15) Teases, taunts, or provokes an aggressive reaction from an animal.
  - (16) Gives away any animal as a prize for, or as an inducement to enter any contest, game or competition, or as an inducement to enter a place of amusement, or offer such an animal as an incentive to enter into any business establishment whereby the offer was for the purpose of attracting trade.

- (17) Knowingly expose any known poisonous substance, whether mixed with food or not, so that the poisonous substance may be eaten by any pet or domestic animal.
- (b) Animals seized pursuant to this section may be impounded and the City enforcement agent may petition the municipal court for a hearing to determine whether the animal was inhumanely treated and to determine the disposition of the animal. The petition shall be filed within forty-eight (48) hours of the seizure. If the court is not open during this 48-hour period, the petition shall be filed the next day the court is open for business. If a hearing is not requested, then the animal shall be returned to the owner upon request of the owner.
- (c) This section shall not be interpreted to restrict the lawful activities and legitimate operations of rodeos, 4H clubs or FFA clubs.

#### **Sec. 18-4. - Payment of fees generally.**

The department shall be responsible for collecting all fees established and levied in accordance with this chapter.

#### **Sec. 18-5. - Certain establishments exempt from license and permit requirements.**

Veterinary facilities and government-operated shelters and zoological parks are exempt from obtaining any permits that may be required by this chapter.

#### **Sec. 18-6. - Impoundment, redemption, and disposition of animals.**

- (a) Impoundment:
  - (1) Rabies: The animal services officer shall impound and quarantine any animal that he/she has probable cause to believe was exposed to or infected with rabies. Any animal that exhibits symptoms of the rabies disease during quarantine shall be euthanized;
  - (2) Owner's absence: The animal services officer may impound an animal at the request of a peace officer or owner of the property where the animal is located when the owner of the animal has been arrested, hospitalized, is missing, has died, or when the owner is being lawfully evicted from his/her premises and there is no person present seventeen (17) years of age or older who will assume responsibility for the animal;
  - (3) Animal at large: The animal services officer may impound an animal found to be at large;
  - (4) Dangerous animal: The animal services officer shall follow the procedures for impoundment of dangerous dog set forth in this chapter;
  - (5) Unauthorized possession: The animal services officer may impound an animal if the animal services officer has probable cause to believe the animal is being possessed in violation of local, state or federal law;
  - (6) Inhumane treatment: The animal services officer may impound an animal if the animal services officer has probable cause to believe the animal has been inhumanely treated as defined by this chapter; or
  - (7) LRCI: The animal services officer may impound and quarantine an animal the officer has probable cause to believe has been involved in a LRCI.
- (b) The animal services facility shall be considered the designated caretaker of an impounded animal immediately upon impound. After the expiration of any required holding period, the City shall become the full owner of the animal in question and may dispose of it in accordance with this chapter or other law.
- (c) Redemption: In order for a person to redeem an impounded animal, he must meet the following requirements:
  - (1) Conditions for redemption of animals:
    - a. Rabies vaccination of the animal is required.

1. For the purposes of this subsection, sufficient proof of an animal's current rabies vaccination shall be either a rabies vaccination certificate issued by a licensed veterinarian or verbal or written confirmation of a current rabies vaccination by the licensed veterinarian who administered the vaccination.
  2. If the owner cannot prove that the animal has a current rabies vaccination, the owner shall have seven (7) days to provide a current rabies vaccination to the department.
  3. If, in the opinion of a licensed veterinarian, the rabies vaccination should not be given within the seven (7) day period, the owner must provide a signed statement from the veterinarian stating why the vaccine should be temporarily delayed and when the vaccine may be given. The owner shall provide written proof of the administering of the vaccination to the department within forty-eight (48) hours.
- b. City license required.
1. If the owner cannot prove that the animal has a current City license, the owner shall pay a fee to have the animal licensed as required by this chapter.
  2. If the owner cannot prove that the animal has a current rabies vaccination, the owner shall be given seven (7) days to provide proof of a current rabies vaccination to the department and obtain a City license.
- c. Payment of fees. The owner must pay all applicable fees before the animal is released.
- d. Wild animals. Impounded wild animals kept in violation of this chapter may not be redeemed and may be placed with a wildlife rehabilitator or wildlife educational center or euthanized at the animal services department's discretion.
- e. A person commits an offense if he fails to provide the proof of rabies vaccination required in subsections (c)(1) a.2. or (c)(1) a.3 of this section.
- f. A person commits an offense if he fails to provide the proof of City license as required in subsection (c)(1) b.2 of this section.
- (2) This section shall not apply if the animal was impounded:
- a. For being inhumanely treated as defined in this chapter and a hearing is pending or shall be pending to determine the disposition of the animal;
  - b. As a dangerous dog as defined in this chapter and a hearing is pending or shall be pending to determine the disposition of the animal;
  - c. For investigation of rabies and the quarantine period has not expired.
- (d) Disposition
- (1) Time limits.
- a. Impounded animals shall be kept for not less than seven (7) days, unless earlier reclaimed by the owner or the owner's agent or euthanized as allowed by this chapter.
  - b. An animal impounded at the request of a peace officer or property owner as required by subsection (a)(2) of this section shall be kept for not less than ten (10) business days unless earlier reclaimed by the owner or the owner's agent or euthanized as allowed by this chapter.
  - c. An impoundment period is not required for an animal voluntarily released to the department by its owner.
  - d. An impoundment period is not required for any wild animal.
  - e. An impoundment period is not required for household pets such as but not limited to cockatiels, hamsters, guinea pigs, gerbils, rabbits, fish, or small, nonpoisonous reptiles or nonpoisonous snakes, but excluding dogs and cats.
  - f. An impoundment period is not required for fowl for which no permit is required under this chapter.

- (2) Injured or diseased animals.
  - a. Any impounded animal, registered or unregistered, which appears to be suffering from serious bodily injury or disease and which is in great pain or suffering and probably will not recover or which appears to have an infectious disease which is a danger to humans or to other animals may be euthanized.
  - b. Any animal that is not displaying any type of identification and which due to its violent or feral nature poses a substantial risk of bodily injury to the safety of department staff may be euthanized.
- (3) After the expiration of any required impoundment period or immediately after being voluntarily released by its owner, the animal shall become the property of the City, all ownership rights for the animal shall transfer to the City, and the department may dispose of the animal by any of the following methods, taking into consideration factors that may include, but not be limited to, the animal's behavior, aggressive tendencies, feral characteristics, health and housing space availability, within the sole discretion of the animal services manager or his/her designee:
  - a. Adoption.
    - 1. The department shall be authorized to place for adoption animals impounded by City under the following conditions:
      - (a) The department shall evaluate all animals to determine if it is an adoption candidate, based on its health, temperament and appropriateness for vaccination. However, authorization to place an animal for adoption shall not constitute a warranty of the health, temperament or age of the animal.
      - (b) There will be an adoption fee for all animals at an amount set by the City Council.
      - (c) All animals adopted from the animal services facility shall be vaccinated against rabies according to state guidelines and sterilized.
      - (d) If, in the opinion of a licensed veterinarian, there is a legitimate health risk justifying the delay of sterilization, the person adopting the animal must provide a signed statement from the veterinarian stating why the sterilization should be delayed and when the procedure may be performed. A legitimate health risk cannot be based solely on the age of the animal if the animal is at least eight (8) weeks old. The owner shall provide written proof to the department of the completed sterilization within forty-eight (48) hours of the procedure.
    - 2. If an adopted animal dies on or before the sterilization completion date, the adopting person must provide written documentation to the department that the animal has died.
    - 3. If an adopted animal is lost or stolen before the sterilization date, the adopting person must provide written documentation to the department stating that the animal is lost or stolen and a copy of the police report, if any, of the theft. In order to be sufficient, the letter shall be delivered to the department not later than the seventh (7th) day after the date of the animal's disappearance and shall describe the circumstances surrounding the disappearance and the date of disappearance.
  - b. Transfer to releasing agency or foster care.
    - 1. The department may transfer ownership of the animal to a releasing agency that has a signed transfer agreement for animals on file with the department provided that the group sterilizes and microchips the animal prior to placing it into an adoptive home.
    - 2. The department may temporarily place the animal in a foster home that has a signed foster agreement for animals on file with the department.

- c. Euthanasia. The department may euthanize the animal due to the animal's health or temperament, space limitations or as otherwise deemed necessary by the animal services manager or his/her designee.
- (4) All decisions related to the disposition of an animal pursuant to subsection (d) of this section shall be made at the sole discretion of the animal services manager or his/her designee unless otherwise mandated by law or a court order.
- (5) A person commits an offense if he fails to provide the proof required in subsection (d)(3) a. l.(c). of this section.

#### **Sec. 18-7. - Wild animals.**

- (a) No owner shall keep or permit to be kept on his premises or premises under his control, any wild animal for sale, display or for exhibition purposes, whether gratuitously or for a fee. This section shall not be construed to apply to zoological parks, performing animal exhibitions or circuses.
- (b) No person shall keep or permit to be kept any wild animal as a pet or source of food.
- (c) Felines caught in properly set humane traps which do not have current City license and rabies tags shall be considered feral and shall be disposed of in the normal fashion.

#### **Sec. 18-8. - Livestock and fowl.**

- (a) No person shall engage in keeping livestock within the corporate limits of the City, except as allowed by the Comprehensive Zoning Ordinance of the City.
- (b) A person may harbor or possess not more than eight (8) backyard chickens on residential property after first having obtained a fowl permit from the department. A fee shall be collected in accordance with Section 18-4 in an amount established from time to time by ordinance of the City Council. The permit is per property and is non-transferable and terminates in the event the permit holder no longer resides at the property for which the permit was issued or in the event the person ceases to harbor or keep backyard chickens on the property. This section does not prevail over or supersede any applicable homeowner's association (HOA) policies or regulations.
- (c) The keeping of loud fowl such as roosters, ducks, turkeys, geese, peacocks or guineas, or other such loud fowl within the corporate limits of the City shall be prohibited, except in lakes, public parks or as allowed by the Comprehensive Zoning Ordinance of the city.
- (d) Chickens shall be kept in an enclosure or fenced area with a minimum of ten (10) square feet per hen of run space, and be provided a shelter (coop) with a minimum of three (3) square feet per hen.
- (e) Such location and/or enclosure shall be no closer than twenty-five (25) feet to the nearest inhabited dwelling, other than that of the owner.
- (f) Any fowl kept within the City limits as authorized by this section shall be kept in a secure pen, coop or enclosure, and such structure shall be such construction and strength to keep such animal from running at large.
- (g) The chicken coop or other enclosure must be located within the rear yard no closer than five (5) feet from any property line and at a location which is not visible from a public street.
- (h) The City shall have the authority to revoke a permit at any time the owner does not comply with this section or any other requirements.
- (i) Should such chickens be kept on a lot in the City and such surrounding area is later developed to bring it closer to any inhabited building or dwelling closer than twenty-five (25) feet, excluding property owner who keeps chickens, such enclosure may be required to be moved to keep in compliance or if unable to keep in compliance, such animals shall be required to be removed from such premises within one (1) year of such non-compliance.
- (j) Enforcement of this section and any state or federal laws regulating animal services shall be the responsibility of the animal services officers.



**Sec. 18-9. - Restraint.**

- (a) All animals shall be kept under restraint.
- (b) No animal shall be permitted to run at large.

**Sec. 18-10. - Public Nuisances.**

- (a) A person commits an offense if the person is an owner of an animal and the person permits, or by insufficient control allows, any of the following to occur:
  - (1) Creation of any condition on the owner's property, or that carries over to an adjacent property, that renders the ground, the water, the air or food hazardous or injurious to human or animal life or health or that is offensive to any person of ordinary sensibilities or that is detrimental to the public health;
  - (2) The animal to be at large as defined by this chapter;
  - (3) Creation of a condition conducive to the breeding of flies, mosquitoes, ticks, fleas or other pests;
  - (4) Breeding or causing to be bred any animal within the public view.
  - (5) It shall be unlawful and considered a public nuisance to keep any animal which, by causing frequent or long continued barking or noise, shall disturb any person of ordinary sensibilities in the vicinity.
- (b) A person commits an offense if the person causes an animal not owned by the person to be at-large by intentionally, knowingly or recklessly releasing a confined animal.
- (c) A person commits an offense if the person is the owner of an animal and the person fails to immediately remove and dispose of any excreta the animal produces.
- (d) It is an affirmative defense to prosecution under subsection (c) of this section if the owner proves by preponderance of the evidence that:
  - (1) The property where the animal defecated was owned, leased or controlled by the owner of the animal at the time it defecated;
  - (2) The animal was an assistance animal, and at the time it defecated, the animal was in the presence of its disabled person or was present on the property of its disabled person;
  - (3) The owner of the property or person in control of the property had given prior consent for the animal to defecate on the property; or
  - (4) The animal is a police service animal being used in official law enforcement activities.
- (e) It is an affirmative defense to prosecution under subsections (a)(2) and (a)(4) of this section if the owner proves by a preponderance of the evidence that the animal was at large due to forces of nature, fire or the criminal act of a third party who was not residing at the animal owner's residence.

**Sec. 18-11. - Slaughtering of animals.**

It shall be unlawful for any person to slaughter, skin or defeather an animal within the City, unless as part of a bona fide, licensed business. It shall further be unlawful for any person to butcher or display the carcass of an animal on residential property within the City whereby it is in the view, in whole or in part, of the public, except an animal carcass actually cooking over a barbecue pit or a dead animal being prepared by a licensed taxidermist for the purpose of display.

**Sec. 18-12 - Placement and baiting of animal traps and poison.**

- (a) Humane traps shall be used to trap animals within the City, whether on public or private property. The person who places the trap, or who requests its placement, shall be responsible for checking the trap, the care of the animal while it is in the trap, and the notification to the department of any captured animal. All traps shall be checked at least daily. No traps shall be placed upon public

property without permission from the department. It shall be the responsibility of the person setting the trap to properly label the trap indicating the name and contact information for the owner and the date permission was obtained from the department.

- (b) Offenses. A person commits an offense if the person:
- (1) Places, or places and baits, or allows the placing or placing and baiting, of an steel jawed trap (commonly known as a "bear trap", "wolf trap", "leg hold trap" or "coyote trap"), a body hold trap (commonly known as "conibear trap"), any snare trap, any noose-type trap or any other trap designed, used or adapted to be lethal or cause serious bodily injury or death of an animal;
  - (2) Places or allows the placing of any substance, article, or bait that has in any manner been treated with any poisonous or toxic substance, including anti-freeze, or any drug in any place accessible to human beings, birds, dogs, cats or other animals with the intent to kill or harm animals;
  - (3) Fails to check a trap he has placed, placed and baited, or allowed to be placed or placed and baited at least once every twenty-four (24) hours;
  - (4) Places, or places and baits, or allows the placing or placing and baiting of any trap when the overnight low temperature is expected to be below forty (40) degrees Fahrenheit;
  - (5) Places, or places and baits, or allows the placing or placing and baiting of any trap under conditions which may endanger the health of the animal due to exposure to rain, snow, extreme temperatures, lack of food or water or under other circumstances that may cause bodily injury, serious bodily injury or death of the animal, whether or not such injury occurs;
  - (6) Euthanizes, kills or attempts to euthanize or kill a trapped animal in a manner other than one specifically allowed in this chapter;
  - (7) Removes, alters, damages or otherwise tampers with a trap or equipment belonging to or placed at the request of the department;
  - (8) Places, or places and baits a trap, other than a commercially available trap solely designed to exterminate mice, rats or insects, for commercial profit, without identifying the trap with the name, telephone number and Texas Department of Agriculture Structural Pest Control Applicator license number of the applicator who placed or placed and baited the trap.
- (c) Any trap found to be set in violation of this chapter may be confiscated by a City enforcement agent and held as evidence in the case for the offense.
- (d) This section shall not be interpreted to restrict the extermination of rats, mice, or insects, through the use of traps, poisons, or other commercially available means when used in that person's residence, property, accessory structure, or commercial establishment and in accordance with the manufacturer's directions as long as reasonable precautions are taken to ensure that no human, pet, or wild animal, other than the targeted species, comes into contact with the traps, poisons, or other means and that does not violate any other section of this chapter.

#### **Sec. 18-13. - Pot-bellied pigs.**

- (a) It shall be unlawful for anyone to keep swine within the City limits except for pot-bellied pigs which meet the requirements set forth in subsection (b) of this section.
- (b) Requirements for keeping pot-bellied pigs:
- (1) It shall be unlawful for any person to keep, harbor, or raise more than two potbellied pigs in any one location within the City.
  - (2) All such pot-bellied pigs shall be kept indoors at all times other than for evacuation of waste material or during exercise periods. The animals may not be left in the backyard or front yard of the owner's or harborer's residence unattended. All waste material must be collected and disposed of in a manner that will not create a nuisance.
  - (3) Pot-bellied pigs are subject to all applicable laws and fees related to at large.

- (4) It shall be unlawful for any person to keep, harbor, or raise a pot-bellied pig which has not received annual vaccinations for erysipelas, parvo virus and leptospirosis (the first of which vaccination shall be obtained before the animal reaches the age of four months). It shall be the responsibility of the owner or caretaker of the potbellied pig to forward to animal services within fourteen (14) days of the vaccination a certificate from a licensed veterinarian which shall include the following information:
  1. Name, address, and phone number of the owner;
  2. Name, address and phone number of the licensed veterinarian issuing the certificate;
  3. Name and description of the animal;
  4. Types and dates of the vaccinations;
  5. Tag number(s);
  6. Approximate weight, height and age of the animal; and
  7. The animal's general health.
  8. Proof of spay or neuter (all pot-bellied pigs must be spayed or neutered by twelve (12) weeks of age).
  9. Microchip number and manufacturer name (all pot-bellied pigs must be microchipped by twelve (12) weeks of age).
- (5) It shall be unlawful for any person to keep a pot-bellied pig at any location within the City unless such a person has first filed with animal services a completed application for a permit within fourteen (14) days of acquiring or relocation to keep a pot-bellied pig. The application must be accompanied by a fee of \$10.00 per animal and the required veterinary certificate. The permit must be renewed yearly by the thirtieth (30<sup>th</sup>) day of January regardless of initial issuance date. The permit is nontransferable to another owner or residence other than the initial permit holder.
- (6) Upon the owner's compliance with the above provisions of this section the department shall issue a metal permit tag. The permit tag is to be affixed to the animal via collar or harness at all times.
- (7) It shall be unlawful for any person to breed pot-bellied pigs within the City.
- (8) Should the pot-bellied pig die, be moved or acquire a new owner or caretaker, it shall be the owner's duty to inform animal services of this fact within fourteen (14) days of the event.

#### **Sec. 18-14. - Tethering animals.**

- (a) A person commits an offense if he tethers an animal to a stationary object for any length of time except as allowed by subsections (b) and (c) of this section.
- (b) Restraint on the owner's property or for a lawful animal event, veterinary treatment, grooming, training, law enforcement activity, or when needed to protect the safety or welfare of a person or animal, shall be allowed provided that all of the following conditions are met:
  - (1) The animal's owner maintains continuous, direct physical control of the animal throughout the period of restraint;
  - (2) The tether is attached to a properly fitting collar or harness and is not wrapped around the animal's neck. Choke or prong-type collars are prohibited;
  - (3) The tether is designed and placed in a manner to prevent entanglement or injury; and
  - (4) The tether does not allow the animal to move outside the person's property or come within ten (10) feet of public property if tethered outside a fenced area.
- (c) A "skyline" type aerial trolley consisting of a line that is strung between two (2) fixed points that are at least twenty (20) feet apart with a down line that is at least five (5) feet in length is allowed as long as the requirements of subsection (b)(2) through (b)(4) of this section are met and the animal is enclosed behind a fence of adequate size and strength capable of preventing the general public, including children, and other animals from entering the area.

**Sec. 18-15 - Prohibiting the sale of animals from public places.**

- (a) A person commits an offense if he sells, exchanges, barter, gives away, or transfers, or offers or advertises for sale, exchange, barter, give away, or transfer, a dog, cat or other animal from:
  - (1) any public property, including but not limited to public right-of-way and City-owned property; or
  - (2) any property generally accessible by the public that does not have a valid certificate of occupancy allowing the sale of animals on the property, regardless of whether such access was authorized.
- (b) It shall be unlawful for a retail pet store or any manager, operator, or property owner to allow the conduct described in subsection (a).
- (c) This section does not apply to, and it is a defense to prosecution under this section if, the person is working on behalf of:
  - (1) animal services,
  - (2) an animal adoption agency; or
  - (3) an animal welfare organization.
- (d) It is a defense to prosecution under subsection (b) above that the person is not a retail pet store and is working on behalf of a veterinary clinic; animal hospital; bona fide zoological park; circus; educational institution; museum; licensed laboratory; publicly owned nature center; bona fide educational or scientific association or society approved by the director of health; or organization holding permits from an agency of the state or the United States for the care and keeping of animals for rehabilitative purposes.

**Secs. 18-16 — 18-40. - Reserved.****ARTICLE II. - DOGS AND CATS****DIVISION 1. - GENERALLY****Sec. 18-41. - Sterilization.**

It shall be unlawful for any person to adopt a dog or cat without complying with the sterilization requirements set forth in Texas Health and Safety Code Chapter 828, as it exists or may be amended.

**Sec. 18-42 - Prohibiting the sale of dogs and cats by retail pet stores.**

Except as provided in this section, a retail pet store commits an offense if the retail pet store sells, exchanges, barter, gives away, or transfers, or offers or advertises for sale, exchange, barter, give away, or transfer a dog or cat, regardless of age.

- (a) A retail pet store may provide space for the display of dogs or cats available for adoption by animal services, an animal welfare organization, or an animal adoption agency, if the retail pet store does not have an ownership interest in any of the displayed dogs or cats and the retail pet store does not receive any fees or compensation associated with the display of the dogs or cats.
- (b) It is a defense to prosecution under this section if an individual sells, exchanges, barter, gives away, or transfers, or offers or advertises for sale, exchange, barter, give away, or transfer only dogs or cats bred by that individual.

**Secs. 18-43— 18-60. - Reserved.**

## **DIVISION 2. - LICENSES; TAGS**

### **Sec. 18-61. - Requirements and restrictions.**

- (a) Dogs and cats that are required by the Texas State Rabies Control Act to have a rabies vaccination must also be licensed with the City. The City license tag must be affixed to a properly fitted collar or harness at all times. The owner shall retain proof of the animal's City license and make it available for inspection upon request by a City enforcement agent.
  - (1) Subsection (a) does not apply to animals temporarily within the City for a period not to exceed fourteen (14) days.
- (b) City license shall be on forms and tags furnished by the department or its designee and shall be issued subject to the provisions of this chapter.
- (c) For each dog and cat the annual license fee shall be as provided for in the fee schedule located in Appendix C to this Code. Proof of spaying or neutering shall rest with the owner of the animal.
- (d) Upon the owner's compliance with subsections (a) through (c) of this section, the department or its representative shall issue a license for the dog or cat.
- (e) Each license required by this section shall be renewed annually.
- (f) The department shall not issue a license tag to an animal that is not currently vaccinated against rabies.
- (g) If a license or tag issued under this section is lost or stolen, it may be replaced by payment of a fee as provided for in the fee schedule located in appendix C to this Code.
- (h) A person commits an offense if he is the owner of a dog or cat over the age of four (4) months within the City and does not have a current City license for the animal as required by this section.
- (i) A person commits an offense if he fails to display the license tag as required by this section.
- (j) A person commits an offense if he affixes a City license tag to any animal's collar or harness other than the animal for which it was issued.

### **Sec. 18-62. - Transfer; use for other animal.**

- (a) It shall be unlawful for any person to use any permit, registration or license for any animal other than the animal for which it was issued.
- (b) Permits, registrations or licenses shall not be transferable among animals or their owners.

### **Sec. 18-63. - Permit, license or registration revocation, denial, and appeal.**

- (a) An animal services officer may issue a notice of revocation of any permit, license or registration or deny an application for a permit, license or registration under this chapter without prior warning, notice, or hearing if the permittee or applicant fails to meet the standards required in this chapter, refuses to make the premises or animals in his possession available for an inspection, seriously or repeatedly violates this chapter in ways that threaten the health or well-being of the permit, license or registration holder's or applicant's customers, employees, neighbors or animals in their care, or otherwise violates this chapter in any other way, if the notice:
  - (1) States the reason(s) for the revocation or denial;
  - (2) States that the permit, license or registration holder may request an appeal hearing by submitting a timely request to animal services manager; and
  - (3) Provides the name and the address of the animal services manager to whom a request for appeal hearing may be made.
- (b) An appeal of a revocation or denial must be made in writing within ten (10) days of the issuance of the notice of revocation or denial of a permit, license or registration. If no appeal request is received within the 10-day period, the revocation or denial of the permit, license or registration becomes final.

- (c) Upon receiving an appeal, the animal services manager shall hold a hearing at a time and place of his designation within fifteen (15) days of the notice of appeal being received. Based upon the evidence of the hearing, the animal services manager shall make a final ruling.
- (d) The decision of the animal services manager shall be final.
- (e) The permittee or applicant may reapply for a new permit, license or registration under this chapter at any time.
- (f) The issuance of a suspension shall be a remedy in addition to, and not in lieu of, any penalty authorized by this chapter, and shall not limit any other rights of the department to pursue other enforcement actions or remedies to address any violation of the provisions of this chapter.

**Secs. 18-64 - 18-80. - Reserved.**

### **DIVISION 3. - DANGEROUS DOGS**

#### **Sec. 18-81. - Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Animal control authority* means the City of Wylie Animal Services as defined and appointed under Section 18-1.

*Secure enclosure* means a fenced area or structure that:

- (a) Is locked. All entrances to the secure enclosure in which the dog is being kept, such as gates, doors, or windows must be securely closed and locked at all times when the dangerous dog is present;
- (b) Prevents the escape or release of the dog by any means, including digging, climbing, jumping, or chewing out of the enclosure;
- (c) Prevents the entry of the general public, including children;
- (d) Is clearly marked as containing a dangerous dog, with signs obtained from City animal services unless otherwise specifically approved. Such signs shall be posted as specified by City animal services; and
- (e) Is in conformance with any other requirements for enclosures prescribed by City animal services policy, City zoning regulations, or City construction regulations.
- (f) Is not in any part of a house or other structure where a dangerous dog might have direct access to an opened window, an opened door, a screen window, a screen door, or other opening of similar material or construction which is the only obstacle preventing the dog from exiting the house or structure.
- (g) Is not located within five feet of any other property line adjoining the premises on which the enclosure is located.

#### **Sec. 18-82. - Requirements for owner.**

- (a) A person learns that the person is the owner of a dangerous dog when:
  - (1) The owner knows of an attack as described in subsection (l) of the definition for "dangerous dog" set forth in section 18-1 of this chapter; or
  - (2) The owner is informed by an animal control authority that the dog is a dangerous dog.
- (b) Requirements:
  - (1) Not later than the thirtieth (30th) day after the owner learns that he is the owner of a dangerous dog, the owner shall:
    - 1. Register the dangerous dog with the animal control authority for the City meeting all annual requirements. The current dangerous dog registration tag issued by an animal

control authority shall be conspicuously displayed on the dangerous dog at all times by securely attaching it to a properly fitted collar, harness, or similar device which is being worn by the dog.

2. At all times keep the dog in a secure enclosure, or physically restrained on a leash not longer than six feet in length, and of sufficient tensile strength so it will not break under any conditions or circumstances. One end of the leash must be securely attached to a properly fitted collar or harness which is being worn by the dog; the other end of the leash must be securely held in the grasp of a person. In addition, if the dog is taken onto any public property, it shall be securely muzzled in a manner which will prevent it from biting any person or other animal, yet not cause injury to the dog nor interfere with its vision or respiration. A dangerous dog may not be left tied out anywhere outside of a secure enclosure.
  3. Obtain and maintain liability insurance coverage in an amount of at least \$250,000.00 to cover damages resulting from an attack by the dangerous dog causing bodily injury to a person and provide this proof to the animal control authority.
  4. All owners of dangerous dogs shall provide the City with two color photographs at the time of registration of the dog in two different poses, showing the color and approximate size of the animal.
  5. Present proof that the dog has been implanted with a microchip identification, which can be detected and read by the animal control officer's microchip reader. Proof shall consist of a signed letter from the veterinarian who implanted the microchip. The letter must describe the dog, state the microchip identification number assigned to the dog, state the microchip manufacturer name, register it for life with the department and a recognized national registry.
- (2) An owner of any registered dangerous dog shall be required to notify City animal services of any attacks the dog makes on people, regardless of where the attack occurs. Such notification of an attack shall be made not later than twenty-four (24) hours after the attack occurs.
  - (3) An owner of a dangerous dog commits an offense if the dog makes an unprovoked attack on another person outside the dog's enclosure and causes bodily injury to the person. An offense under this section is a Class C misdemeanor, unless the attack causes serious bodily injury or death, in which event the offense is a Class A misdemeanor. If a person is found guilty of an offense under this section, the court may order the dangerous dog destroyed at the owner's expense, as provided by law.

**Sec. 18-83. - Reporting and investigating a dangerous dog incident.**

- (a) A person may report an alleged dangerous dog incident to the animal services officer by submitting a sworn statement describing the event, not later than the thirtieth (30th) day after the date such incident occurs. A parent or guardian may submit the sworn statement on behalf of a minor or a person who is unable to prepare the statement. The statement shall contain as much of the following information as known:
  - (1) Name, address and telephone number of the person filing the sworn statement.
  - (2) Name, address and telephone number of the alleged dangerous dog owner or keeper.
  - (3) A description of the alleged dangerous dog including breed, colors, size, sex, name, or any other distinguishing characteristics.
  - (4) Date, time and location where the incident occurred.
  - (5) A detailed account of what happened before, during, and after the incident.
  - (6) A description of any injuries caused by the dog during the incident. Attach a copy of available medical reports, photos, etc.
  - (7) Name, address and telephone number of any available witnesses to the incident.

- (b) After receiving a sworn statement describing an alleged dangerous dog incident, the animal services officer shall investigate the incident and determine whether or not to file a report with the municipal court and request a hearing to determine if the dog involved is a dangerous dog as defined within this chapter. Upon notification that such dangerous dog determination hearing is to be conducted, the owner shall deliver the dog to the City animal shelter where it shall be confined until the court orders disposition of the dog, unless confinement at another location has been specifically authorized by the animal services officer.
- (c) If the owner fails to deliver the dog as specified in subsection (b) of this section, the court may order the animal services officer to seize the dog and issue a warrant authorizing the seizure. The animal services officer shall provide for the impoundment of the dog in secure and humane conditions until the court orders the disposition of the dog.
- (d) The owner shall be responsible for payment of all costs incurred to seize and confine the dog.
- (e) The court may order the humane destruction of an alleged dangerous dog if the owner of the dog has not been located before the thirtieth (30th) day after the dog is seized or impounded.

**Sec. 18-84. - Dangerous dog determination hearing.**

- (a) Upon receiving a report from the animal services officer describing an alleged dangerous dog incident, the court shall set a time for a hearing to determine if the dog is a dangerous dog as defined within this chapter. The hearing must be held not later than the tenth day after the date on which the dog is seized or delivered for confinement.
- (b) Written notice of the time and place of the hearing shall be delivered to:
  - (1) The owner of the dog or the person from whom the dog was seized; and
  - (2) The person who reported the incident to animal services.
- (c) Any interested party, including the City Attorney, is entitled to present evidence at the hearing.
- (d) If the court determines that a dog is a dangerous dog, such dog shall be confined at the animal services facility or other confinement location authorized by the animal services officer until the owner presents proof of required liability insurance coverage and the animal services officer has inspected and approved the secure enclosure where the dog will be kept. If the owner does not comply with such requirements on or before the 15th day after the date the dog is determined to be a dangerous dog, the court may order the humane destruction of the dog.
- (e) The owner of a dog that has been confined under section 18-83 shall be required to present proof to the animal services officer that such dog has been vaccinated against rabies as required by this chapter, before the dog may be released from confinement. If the owner cannot provide such proof, the owner shall make arrangements to have the dog vaccinated against rabies, at a veterinary clinic located within the City limits, during City animal services' regular business hours. The owner shall coordinate such arrangements with City animal services prior to the date the dog is to be vaccinated. An animal services officer shall:
  - (1) Transport the dog to the veterinary clinic and confirm that the dog is vaccinated against rabies; or
  - (2) Accompany the owner to or meet the owner at the veterinary clinic and confirm that the dog is vaccinated against rabies.
  - (3) If the owner does not comply with this requirement on or before the 15th day after the court has determined that the dog is a dangerous dog, the court may order the humane destruction of the dog. The owner shall be responsible for payment of all costs incurred to vaccinate or destroy the dog.
- (f) The owner may appeal the decision of the municipal court in the manner described by the Texas Health and Safety Code 822.0424, as amended.



**Sec. 18-85. - Registration.**

- (a) The animal control authority for the City shall annually register a dangerous dog if the owner presents proof of:
  - (1) Liability insurance, as required by Section 18-82(b)(1)(3);
  - (2) Current rabies vaccination of the dangerous dog;
  - (3) The secure enclosure in which the dog will be kept; and
- (b) Pays an annual registration fee as provided in the fee schedule in appendix C to this Code.
  - (1) The animal control authority shall provide to the owner registering a dangerous dog a registration tag. The owner must place the tag on the dog's collar.

**Sec. 18-86. - Transferring ownership of registered dangerous dog.**

- (a) Prior to relocating, transferring ownership, offering to transfer ownership, or otherwise moving or offering to move in any way a registered dangerous animal, either inside or outside the City limits, the owner shall notify the animal services manager in writing of his intention. If ownership is to be transferred, the notification shall include the name and address of the proposed new owner of the animal. Owner shall pay the fee associated with the dangerous dog at a new address registration fee provided in the fee schedule in appendix C to this Code.
- (b) If ownership of the animal is being transferred to a person who resides within the City limits, the new owner will be required to provide proof to the animal services manager of complying with all provisions of this chapter before the animal can be moved from the previous owner's custody.
- (c) If the animal is being moved outside the City limits, the owner must provide, in writing to the animal services manager, proof that the new owner has alerted the agency responsible for animal services in that area.
- (d) A person commits an offense if the person fails to comply with the requirements of this section.

**Sec. 18-87. - Animals deemed dangerous by other jurisdictions.**

- (a) The owner of an animal that has been determined to be dangerous by another jurisdiction, under guidelines similar to those in this chapter, is prohibited from bringing the animal into the City. Any animal that is brought into the City in violation of this section shall immediately be turned over to animal services. On the fifteenth (15th) day, the impounded animal may be considered abandoned and disposed of as authorized in this chapter. The owner may elect to immediately remove the animal from the City and shall comply with the notice requirements of this chapter.
- (b) A person commits an offense if he is the owner of an animal that has been determined to be dangerous by another jurisdiction and brings such animal into the City limits.

**Sec. 18-88. - Defenses to prosecution.**

Defenses to prosecution prescribed by Texas Health and Safety Code Chapter 822, Subchapter D, "Dangerous Dogs" (as it is now enacted, or as hereinafter amended), are hereby incorporated under this section.

**Sec. 18-89. - Violation of Division.**

- (a) A person who owns or keeps custody or control of a dangerous dog commits an offense if the person fails to comply with any provisions of this division.
- (b) A person who owns or keeps custody or control of a dangerous dog commits an offense if the person fails to comply with any provisions of Texas Health and Safety Code Chapter 822, Subchapter D, "Dangerous Dogs" (as it is now enacted, or as hereinafter amended).

**Secs. 18-90 - 18-100. - Reserved.**

### **ARTICLE III. - RABIES CONTROL**

**Sec. 18-101. - State regulations adopted.**

The City hereby adopts by reference the Texas State Rabies Control Act, as amended, and the standards established by the appropriate state agency or rule-making board as minimum standards for rabies control and quarantine provisions within the City.

**Sec. 18-102. - Proof of current vaccination required.**

The owner of each dog or cat found in the City shall cause each such animal to be vaccinated against rabies as prescribed by Texas Administrative Code, Title 25, Part I, Chapter 169, as it is now enacted or hereafter amended. Furthermore, the owner of each ferret found in the City shall cause each such animal to be vaccinated against rabies in the same manner and interval as required for dogs and cats. It shall be a violation of this chapter for the owner of any dog, cat or ferret to fail or refuse to present proof to the animal control officer, upon request, that such animal has been vaccinated against rabies as required by this section.

**Sec. 18-103. - Reporting rabies cases.**

- (a) Any licensed veterinarian or technician working for a veterinarian who diagnoses, examines, or treats any animal diagnosed to have, or suspected to have, rabies shall immediately report their findings to the department.
- (b) Any physician or other medical or veterinary practitioner having knowledge of a local rabies control incident shall notify the department of the names, addresses and phone numbers of persons or animals treated.
- (c) Any person owning or possessing an animal which has been involved in a local rabies control incident, or any other person having knowledge of the local rabies control incident, shall notify the department.
- (d) A person commits an offense if he has knowledge of a local rabies control incident and fails to notify the department within forty-eight (48) hours.

**Sec. 18-104. - Area quarantine.**

It shall be a violation of this chapter for any person to fail or refuse to comply with any rules or regulations prescribed by the state department of health during a declared area rabies quarantine.

**Sec. 18-105. - Treatment or disposition of animals exposed to rabies.**

- (a) Not currently vaccinated animals that have been bitten by, directly exposed by physical contact with, or directly exposed to the fresh tissues of a rabid animal shall be:
  - (1) euthanatized; or
  - (2) immediately vaccinated against rabies, placed in confinement for 90 days, and given booster vaccinations during the third and eighth weeks of confinement. For young animals, additional vaccinations may be necessary to ensure that the animal receives at least two vaccinations at or after the age prescribed by the United States Department of Agriculture (USDA) for the vaccine administered.
- (b) Currently vaccinated animals that have been bitten by, directly exposed by physical contact with or directly exposed to the fresh tissues of a rabid animal shall be:

- (1) euthanatized; or
- (2) immediately given a booster rabies vaccination and placed in confinement for 45 days.
- (c) These provisions apply only to domestic animals for which a USDA-licensed rabies vaccine is available.
- (d) In situations where none of the requirements of this section are applicable, the recommendations contained in the latest edition of the publication titled Compendium of Animal Rabies Prevention and Control, published by the National Association of State Public Health Veterinarians, should be followed. The administration of a rabies vaccine in a species for which no licensed vaccine is available is at the discretion of the veterinarian; however, an animal receiving a rabies vaccine under these conditions will not be considered to be vaccinated against rabies virus in potential rabies exposure situations.
- (e) No wild animal will be placed in quarantine. All wild animals will be humanely destroyed in such a manner that the brain is not mutilated. The brain will then be submitted to a laboratory certified for rabies diagnosis in order to be tested.

**Sec. 18-106. - Animal bites; quarantines.**

- (a) When a dog, cat or domestic ferret that has bitten a human has been identified, the custodian will place the animal (regardless of its vaccination status) in quarantine as defined in the Texas Health and Safety Code 826.002, until the end of the ten (10)-day observation period. The animal must also be quarantined if there is probable cause to believe that it has otherwise exposed a human to rabies. The observation period will begin at the time of the exposure. The animal must be placed in a department-licensed quarantine facility specified by the local rabies control authority and observed at least twice daily. However, the local rabies control authority may allow the animal to be quarantined in a veterinary clinic. As an alternative to quarantine at a department-licensed facility or a veterinary clinic, the local rabies control authority may allow home confinement. To allow home confinement, the following criteria must be met.
  - (1) A secure enclosure approved by the local rabies control authority must be used to prevent escape.
  - (2) The animal has been vaccinated against rabies and the time elapsed since the most recent vaccination has not exceeded the manufacturer recommendations for the vaccine. If an unvaccinated animal is not over sixteen (16) weeks of age at the time of the potential exposure, it may be allowed home confinement.
  - (3) During the confinement period, the animal's custodian must monitor the animal's behavior and health status and notify the local rabies control authority if any change is noted.
  - (4) The local rabies control authority or a veterinarian must observe the animal at least on the first and last days of the home confinement.
  - (5) The animal was not a stray as defined in the Texas Health and Safety Code §826.002, at the time of the potential exposure or at large as defined in section 18-1.
- (b) If the potential rabies exposure described in subsection (a) of this section occurs in a City or county other than where the animal's custodian resides, the animal may be transferred to a department-licensed quarantine facility or a veterinary clinic in the City or county of the custodian's residence or allowed home confinement, if applicable, if there is mutual agreement to do so between the local rabies control authorities for the City or county where the exposure occurred and where the custodian resides.
- (c) The alternative to quarantining (to include home confining) a dog, cat, or domestic ferret that has bitten or otherwise potentially exposed a person to rabies as described in subsection (a) of this section is to have the animal euthanized in such a manner that the brain is not damaged and a suitable specimen submitted to a department-designated laboratory for rabies testing. A list of department-designated laboratories may be found on the department's website or may be obtained from any of the department's regional Zoonosis Control offices.

- (d) A domestic animal that has potentially exposed a human to rabies and has been designated by the local rabies control authority as unowned may be euthanized. If the animal is euthanized, a suitable specimen shall be submitted for rabies testing.
- (e) "Free-roaming animals" as used in this section includes animals that have been in captivity less than two hundred (200) days immediately prior to the potential exposure and those that are not in captivity. If the animal implicated in the potential exposure is a free-roaming high-risk animal, it shall be euthanized and a suitable specimen submitted for rabies testing. If the animal implicated in the potential exposure is a high-risk animal that has been in captivity without contact with free-roaming animals for two hundred (200) days or more immediately prior to the potential exposure or less than two hundred (200) days old, has always been in captivity without contact with free-roaming animals, and is the progeny of a dam that has been in captivity without contact with free-roaming animals for two hundred (200) days or more immediately prior to the potential exposure, the local rabies control authority shall conduct a risk assessment to gauge the probability that the animal could have been exposed to rabies and, therefore, poses a public health risk. If the probability that the animal implicated in the potential exposure could have had animal contact conducive to rabies transmission is low and the potential exposure poses a negligible public health risk, the local rabies control authority may require that the animal involved in the potential exposure be quarantined at a department-licensed quarantine facility or a veterinary clinic or confined elsewhere as deemed appropriate by the local rabies control authority for a thirty (30)-day observation period as an alternative to euthanizing and testing. The local rabies control authority or a veterinarian must observe the animal at least on the first and last days of the quarantine or confinement that was deemed appropriate by the local rabies control authority.
- (f) If the animal implicated in the potential exposure is a low-risk animal, neither quarantine nor rabies testing will be required unless the local rabies control authority has cause to believe the animal is rabid, in which case it shall be euthanized and a suitable specimen submitted for rabies testing.
- (g) The local rabies control authority may require an animal that has inflicted multiple bite wounds, punctures, or lacerations to a person to be euthanized. If the animal is euthanized, a suitable specimen shall be submitted for rabies testing.
- (h) If the animal implicated in the potential exposure is not included in subsection (a), (b), (c), (d), (f), or (g) of this section or the portion of subsection (e) of this section pertaining to a free-roaming high-risk animal, the animal either will be euthanized and a suitable specimen submitted for rabies testing or the local rabies control authority may require the animal to be quarantined at a department-licensed quarantine facility or a veterinary clinic or confined elsewhere as deemed appropriate by the local rabies control authority for the 30 day observation period as an alternative to euthanizing and testing. The local rabies control authority's decision on whether to quarantine or euthanize and test those other animals described in subsection (e) of this section will be determined by risk-assessment parameters as described in subsection (e) of this section. If the potential rabies exposure occurs in a City or county other than where the animal's custodian resides, the animal may be transferred to a department-licensed quarantine facility or a veterinary clinic in the City or county of the custodian's residence or allowed confinement deemed appropriate if there is mutual agreement to do so between the local rabies control authorities for the City or county where the exposure occurred and where the custodian resides. During the observation period, the animal's custodian must monitor the animal's behavior and health status and immediately notify the local rabies control authority if any change is noted. The local rabies control authority or a veterinarian must observe the animal at least on the first and last days of the quarantine or confinement that was deemed appropriate by the local rabies control authority.
- (i) Any animal required to be quarantined under this section that cannot be maintained in secure quarantine shall be euthanized and a suitable specimen submitted for rabies testing.
- (j) All laboratory specimens referred to in subsections (c) through (i) of this section shall be submitted in accordance with Section 169.33 of Title 25 of the Texas Administrative Code (relating to Submission of Specimens for Laboratory Examination).

- (k) At the discretion of the local rabies control authority, assistance animals as defined by Texas Administrative Code 169.22 may not be required to be placed in quarantine (to include confinement) during the observation period. During the applicable observation period, the animal's custodian must monitor the animal's behavior and health status and immediately notify the local rabies control authority if any change is noted. The local rabies control authority or a veterinarian must observe the animal at least at the beginning and on the last day of the applicable observation period.
- (l) Police service animals are exempted from quarantine per the Texas Health and §Safety Codes 826.048, including confinement. During the applicable observation period, the animal's custodian must monitor the animal's behavior and health status and immediately notify the local rabies control authority if any change is noted.
- (m) Animals should not be vaccinated against rabies or receive other vaccinations or nonessential medications that may complicate assessment of behavioral change or health status during the observation period; however, animals may be treated for medical problems that are diagnosed by a veterinarian and are not related to rabies. If the animal becomes ill during the observation period, the local rabies control authority must be notified by the person having possession of the animal.
- (n) Owner must pay a quarantine fee as provided in the fee schedule in appendix C to this Code.
- (o) After the animal has been released from quarantine, the owner will have three days in which to have the animal licensed if applicable with the City by the purchase of a City license tag.
- (p) It shall be unlawful for any person to interfere with the enforcement of this section.

**Sec. 18-107. - Penalty.**

Any person, firm, corporation or business entity violating this article shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined a sum not exceeding \$2,000.00. Each continuing day's violation under this article shall constitute a separate offense. The penal provisions imposed under this article shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state and federal law.

**Secs. 18-108 - 18-120. - Reserved.**

**ARTICLE IV. - ANIMAL SHELTER ADVISORY BOARD**

**Sec. 18-121. - Definitions.**

For the purposes of this article, the following terms, phrases, words and their derivation shall have the meaning given herein:

*Animal Shelter* means the City Animal Services facility that keeps or legally impounds stray, homeless, abandoned, or unwanted animals.

*Board* means the animal shelter advisory board of the City of Wylie, Texas.

*Board member* means the members of the City animal shelter advisory board.

**Sec. 18-122. - Establishment of City animal shelter advisory board.**

The City animal shelter advisory board is hereby established to act in an advisory capacity to the City Council and to assist the City in complying with the requirements of Chapter 823 of the Texas Health and Safety Code.

**Sec. 18-123. - Number of members; qualified appointment; terms.**

The board shall consist of seven members. The board shall consist of one licensed veterinarian, one member of the City Council, the Animal Services Manager of the City (whose duties include the daily operation of the Wylie Animal Shelter), one representative from an animal welfare organization, and three residents of the City, with all board members to be appointed by the City Council for a term of two years, except for the Animal Services Manager who shall be a permanent member of the board. With the adoption of this ordinance, the initial terms shall be amended as follows:

- (a) Licensed Veterinarian term expires June 2024,
- (b) Member of City Council term expires June 2025,
- (c) Animal Welfare Organization representative term expires June 2023,
- (d) Resident (1) of the City term expires June 2024,
- (e) Resident (2) of the City term expires June 2025,
- (f) Resident (3) of the City term expires June 2025,

At the conclusion of the above initial terms, members shall serve a staggered two (2) year term. Except for the Animal Services Manager, no board member shall serve for more than three consecutive terms or six consecutive years (whichever is less); provided, however, that should a board member's replacement not be qualified upon the expiration of any term of a board member, then that board member shall holdover on the board until a qualified replacement board member has been appointed. In addition to board members, the City Manager may appoint a staff designee as an ex-officio member of the board, who shall have no right to vote on any matter before the board. Each board member shall serve without compensation, but may be reimbursed for actual expenses approved in advance by the City Council.

**Sec. 18-124. - Meetings.**

The board shall meet at least three times per year and any additional meetings as may be called from time to time. Special meetings may be called by the chair or by written request sent to the chair or vice-chair by two members of the board.

**Sec. 18-125. - Vacancies.**

When vacancies occur on the board, the City Council shall appoint, by majority vote, a replacement to serve the remainder of the term.

**Sec. 18-126. - Removal.**

Each board member serves at the pleasure of the City Council and may be removed at the discretion of the City Council. Board member absences shall be controlled by Article VIII of the Charter.

**Sec. 18-127. - Quorum; voting.**

Four board members shall constitute a quorum of the board for the purpose of conducting its business, exercising its powers and for all other purposes. No action of the board shall be valid or binding unless adopted by the affirmative vote of a majority of those board members present and voting.

**Sec. 18-128. - Powers and duties.**

- (a) The board shall act in an advisory capacity to the city staff and the City Council in any matter pertaining to compliance with the Texas Health and Safety Code 823.001 et seq.
- (b) The board, through its chairperson, shall report to the City Council concerning its activities and proposals by submitting to the City Council the approved minutes of each meeting of the board and

copies of all reports of inspections conducted by the department of state health services, veterinarians or other authorities and all statistical reports of shelter operations considered and approved by the board.

- (c) The board's authority shall not extend to the direction, supervision, employment or termination of the city employees. No supervisory power of the board is created.
- (d) The board will develop for City Council approval a set of by-laws governing rules of procedure for their meetings and operation.
- (e) The board shall not have the power to obligate the city for funds and/or expenditures or incur any debt on behalf of the city.
- (f) All powers and duties prescribed and delegated herein are delegated to the board, as a unit, and all action hereunder shall be of the board acting as a whole. No action of an individual board member is authorized, except through the approval of the board or City Council. The board shall have any other power and/or duty as prescribed and authorized by the City Council.

**Secs. 18-129 - 18-999. - Reserved.”**

**SECTION 3: Penalty.** Any person, firm, corporation, or entity violating this Ordinance shall be deemed guilty of a misdemeanor and on conviction thereof shall be fined a sum not exceeding two thousand dollars (\$2,000.00) if the violation relates to the public health and sanitation, otherwise the fine shall be a sum not exceeding five hundred dollars (\$500.00). Each continuing day's violation shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City from filing suit to enjoin the violation. Wylie retains all legal rights and remedies available to it pursuant to local, state and federal law.

**SECTION 4: Savings/Repealing.** The Code of Ordinances, shall remain in full force and effect, save and except as amended by this or any other Ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed, but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinance shall remain in full force and effect.

**SECTION 5: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.

**SECTION 6: Effective Date.** This Ordinance shall become effective from and after its adoption and publication as required by law the City Charter and by law.

*[The remainder of this page intentionally left blank.]*

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Collin County, Texas, on this the 28th day of February, 2023.

ATTEST:

Stephanie Storm  
Stephanie Storm, City Secretary



Matthew O. Porter  
Matthew Porter, Mayor

*DATE OF PUBLICATION: March 8, 2023, in the Wylie News*





The Farmersville Times • Murphy Monitor • The Princeton Herald • The Sachse News • THE WYLIE NEWS

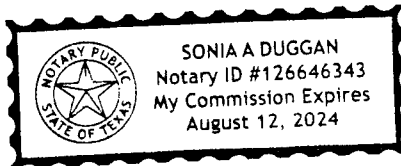
STATE OF TEXAS  
COUNTY OF COLLIN

Before me, the undersigned authority, on this day personally appeared Chad Engbrock, publisher of C & S Media, dba *The Wylie News*, a newspaper regularly published in Collin County, Texas and having general circulation in Collin County, Texas, and being in compliance with Section 2051.044, Texas Government Code (a); (1), (2), (3) and (4), who being by me duly sworn, deposed and says that the foregoing attached:

**City of Wylie**  
**Legal Notice – Ordinance No. 2023-10**  
**was published in said newspaper on the following date(s), to-wit:**  
**March 9, 2023**

Chad Engbrock, Publisher

Subscribed and sworn before me on this, the 9th day of March, 2023, to certify which witness my hand and seal of office.



Notary Public in and for  
The State of Texas

My commission expires 08/12/2024.

March 8-9, 2023

**CITY OF WYLIE**

**Ordinance  
No. 2023-10**

An Ordinance of the  
City of Wylie, Texas,  
amending Wylie's  
Code of Ordinances,  
Ordinance No. 2021-

17, as amended, Chap-  
ter 18 (Animals); pro-  
viding a penalty clause,  
savings/repealing and  
severability clauses;  
providing for an effec-  
tive date of this ordi-  
nance; and providing  
for the publication of  
the caption hereof.

45-1t-25li



# Wylie City Council

## AGENDA REPORT

Department: Planning  
 Prepared By: Jasen Haskins, AICP

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, a Final Plat for Lots 1-7, Block A of Allen Addition establishing seven residential lots on 1.8298 acres, located at 1012 E. Brown.

### Recommendation

Motion to approve the Item as presented.

### Discussion

#### OWNER: Huq Building & Construction

#### APPLICANT: GeoNav

The applicant has submitted a Final Plat to create Lots 1-7, Block A of Allen Addition on 1.8298 acres. The purpose of the plat is to create seven single-family residential lots located at 1012 E. Brown Street. The Preliminary Plat for the development was approved in February 2022 and zoning for the development was approved in August 2021 with Planned Development (PD) 2021-42.

The plat dedicates a 20' alley for rear garage access to the single family homes.

The plat is technically correct and abides by all aspects of the City of Wylie Subdivision Regulations. Approval is subject to additions and alterations as required by the City Engineering Department.

The City Council must provide a written statement of the reasons for conditional approval or disapproval to the applicant in accordance with Article 212, Section 212.0091 of the Texas Local Gov't Code.

#### P&Z Recommendation

The Commission voted 6-0 to recommend approval.

STATE OF TEXAS  
COUNTY OF COLLIN

WHEREAS, Huq Building & Construction LLC is the Owner of a tract of land situated in the F De La Pina Survey, Abstract No. 688, Collin County, Texas and being all of that 1,829.8 acre tract of land described in General Warranty Deed to Huq Building & Construction LLC, as recorded in Instrument Number 2022000084560 of the Official Public Records of Collin County, Texas (O.P.R.C.C.T.), and being more particularly described as follows:

BEGINNING at a 1/2-inch Iron rod with cap stamped "GEONAV" for the northwest corner of said 1,829.8 acre tract, and at the northeast corner of Keymer Estates, Phase 1, an addition to the City of Wylie, and being recorded in Volume 955, Page 450 of the Plat Records of Collin County, Texas, (P.R.C.C.T.) said corner begin on the south right-of-way line of E. Brown Street (80' foot wide public right-of-way);

THENCE South 88 degrees 43 minutes 07 seconds East, along the north line of said Huq Building tract and on said south right-of-way line, a distance of 189.34 feet to a 1/2-inch iron rod set with yellow cap stamped "GEONAV" for corner;

THENCE South 42 degrees 49 minutes 59 seconds East, along said south right-of-way line and on said corner db, a distance of 27.83 feet to a 1/2-inch iron rod set with yellow plastic cap stamped "GEONAV" for corner on the west right-of-way line of W. A. Allen Boulevard (a 65 foot wide public right-of-way);

THENCE South 03 degrees 03 minutes 34 seconds West, along said west right-of-way line, a distance of 363.50 feet to a 1/2-inch iron rod set with yellow plastic cap stamped "GEONAV" for the northeast corner of the herein described tract and same being an inside corner of Eastridge Addition, an addition to the City of Wylie as recorded in Caddess L., Page 851, P.R.C.C.T.;

THENCE North 88 degrees 49 minutes 22 seconds West, along the common south line of said herein described tract and a north line of said Eastridge Addition, a distance of 207.81 feet to 1/2 inch iron rod set with yellow plastic cap stamped "GEONAV" on the east line of said Keymer Estates, Phase 1, found for corner;

THENCE North 02 degrees 53 minutes 28 seconds East, along the west line of said Huq Building tract and the east line of said Keymer Estates, Phase 1, a distance of 383.83 feet to the POINT OF BEGINNING AND CONTAINING 79,707 square feet or 1,829.8 acres of land, more or less.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That HUQ BUILDING & CONSTRUCTION LLC, acting herein by and through his/its duly authorized officer(s), do hereby adopt this plat designating the herein above described property as Allen Addition, Lots 1-7, Block A, an addition to the City of Wylie, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets, right-of-way, and other public improvements shown thereon. The streets and alleys, if any, are dedicated for street purposes. The easements and public use areas, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements. If approved by the City Council of the City of Wylie. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the public's and City of Wylie's use thereof. The City of Wylie and public utility entities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems in said easements. The City of Wylie and public utility entities shall at all times have the full right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, painting, maintaining, reading meters, and adding to or removing all or parts of their respective systems without the necessity at any time procuring permission from anyone. This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Wylie, Texas.

That the undersigned does hereby covenant and agree that he (they) shall construct upon the fee lane easements, as dedicated and shown hereon, a hard surface in accordance with the City of Wylie's parking standards for the lanes, and that he (they) shall maintain the same in a state of good repair at all times and keep the same free and clear of any structures, fences, trees, shrubs, or other improvements or obstructions, including, but not limited to the parking of motor vehicles, trailers, boats or other impediments to the accessibility of fire apparatus. The maintenance of parking on the fee lane easements is the responsibility of the owner, and the owner shall post and maintain appropriate signs in conspicuous places along such fire lanes, stating "Fire Lane, No Parking or Standing." The local law enforcement agency is hereby authorized to enforce parking regulations within the fire lanes, and to cause such the lanes and utility easements to be maintained free and unobstructed at all times for the department and emergency use.

WITNESS, my hand, this the \_\_\_\_ day of \_\_\_\_, 2023.

BY: HUQ BUILDING & CONSTRUCTION LLC  
DR. AKM HUQ, Owner

STATE OF TEXAS  
COUNTY OF COLLIN

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared DR. AKM HUQ, known to me to be the person whose name is subscribed to the foregoing Instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

GIVEN under my hand and seal of office, this \_\_\_\_ day of \_\_\_\_, 2023.

Notary Public in and for the State of Texas

My commission expires on: \_\_\_\_

SURVEYOR'S NOTES:

1. The Basis of Bearing is the Texas Coordinate System of 1983, North Central Zone (4203).
2. The purpose of this plat is to create 7 lots.
3. By graphical plotting of FEMA Flood Insurance Rate Map Number 48065C0402G, dated June 2, 2009, the subject property lies entirely within Zone X (unshaded), designated as those areas outside the 0.2% annual chance floodplain.
4. Setting a portion of this addition by metes and bounds is a violation of City ordinance and State law, and is subject to fines and withholding of utilities and building permits.
5. All work shall comply with the City of Wylie standards and specifications NCTCOG

KNOW ALL MEN BY THESE PRESENTS:

That I, Just C. Howard, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as "set" were properly placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Wylie.

Signature of Registered Public Land Surveyor  
Registration No. 6267



STATE OF TEXAS  
COUNTY OF COLLIN

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Just C. Howard, Registered Public Land Surveyor, known to me to be the person whose name is subscribed to the foregoing Instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

GIVEN under my hand and seal of office, this \_\_\_\_ day of \_\_\_\_, 2023.

Notary Public in and for the State of Texas

My commission expires on: \_\_\_\_

LEGEND:

O.P.R.C.C.T.	OFFICIAL PUBLIC RECORDS OF COLLIN COUNTY, TEXAS
TRIC	FOUND IRON ROD (WITH CAP)
DOC.	DOCUMENT
NO.	NUMBER
VOL.	VOLUME
PG.	PAGE
SQ.FT.	SQUARE FEET

OWNER/DEVELOPER:  
HUQ BUILDING &  
CONSTRUCTION LLC  
5713 BELAVISTA DRIVE  
PLANO, TX 75074

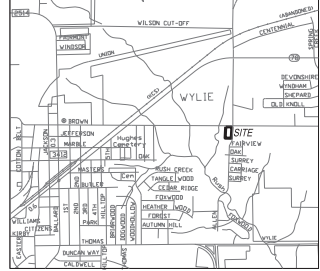
**GEONAV**  
SURVEYING • MAPPING • SCANNING

3410 MIDCOURT RD., SUITE 110, CARROLLTON, TEXAS 75006  
PH: 972-245-2469 / EMAIL: CHAS@HOWARDGEONAV.COM  
SCALE: 1"=40' (RTD) 245-2469 PROJECT NUMBER: 2439  
19263-2504 INCL. 10/19/2020

DATED: JULY 11, 2023 DRAWN BY: LEO

THIS PLAT FILED IN  
Caddess \_\_\_\_\_ Page \_\_\_\_\_ Date: \_\_\_\_\_

0 40 80  
1" = 40'



VICINITY MAP  
NOT TO SCALE

All work shall comply with the City of Wylie standards and specifications NCTCOG

"RECOMMENDED FOR APPROVAL"

Chairman, Planning & Zoning Commission  
City of Wylie, Texas

"APPROVED FOR CONSTRUCTION"

Mayor, City of Wylie, Texas

"ACCEPTED"

Mayor, City of Wylie, Texas

The undersigned, the City Secretary of the City of Wylie, Texas, hereby certifies that the foregoing final plat of the \_\_\_\_\_ subdivision or addition to the City of Wylie was submitted to the City Council on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and the Council, by formal action, then and there accepted the dedication of streets, alleys, parks, easement, public places, and water and sewer lines as shown and set forth in and upon said plat and said Council further authorized the Mayor to note the acceptance thereof by signing his name as hereinafore subscribed.

Witness my hand this \_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_.

City Secretary  
City of Wylie, Texas

FINAL PLAT  
ALLEN ADDITION  
LOTS 1-7, BLOCK A  
1,829.8 ACRES  
(79,707 SQ.FT.)  
IN  
F DE LA PINA SURVEY  
ABSTRACT NO. 688  
CITY OF WYLIE  
COLLIN COUNTY, TEXAS



# Wylie City Council

## AGENDA REPORT

**Department:** Planning

**Prepared By:** Jasen Haskins, AICP

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, a Final Plat for Lot 12R1, Block C of Regency Business Park, Phase Three being a Replat of Lot 12, Block C of Regency Business Park, Phase Three, and 1.548 acres of unplatted land for the creation of one lot that measures 2.789 acres. Property is located at 2770 Capital Street.

### Recommendation

Motion to approve the Item as presented.

### Discussion

**OWNER: Cardinal Strategies**

**APPLICANT: Griffith Surveying**

The applicant has submitted a Replat to add 1.548 acres of unplatted land to Lot 12, Block C of Regency Business Park, Phase Three to create Lot 12R1, Block C of Regency Business Park, Phase Three on 2.789 acres. The property is generally located at 2770 Capital Street and is zoned Light Industrial.

The purpose of the plat is to create one Light Industrial lot for the expansion of the outside storage use for an existing engineering firm.

The plat dedicates a 24' fire lane that shall be maintained by the property owner. Permanent structures shall not be allowed to be placed on the 150' electrical easement that is located along the southern boundary of the property.

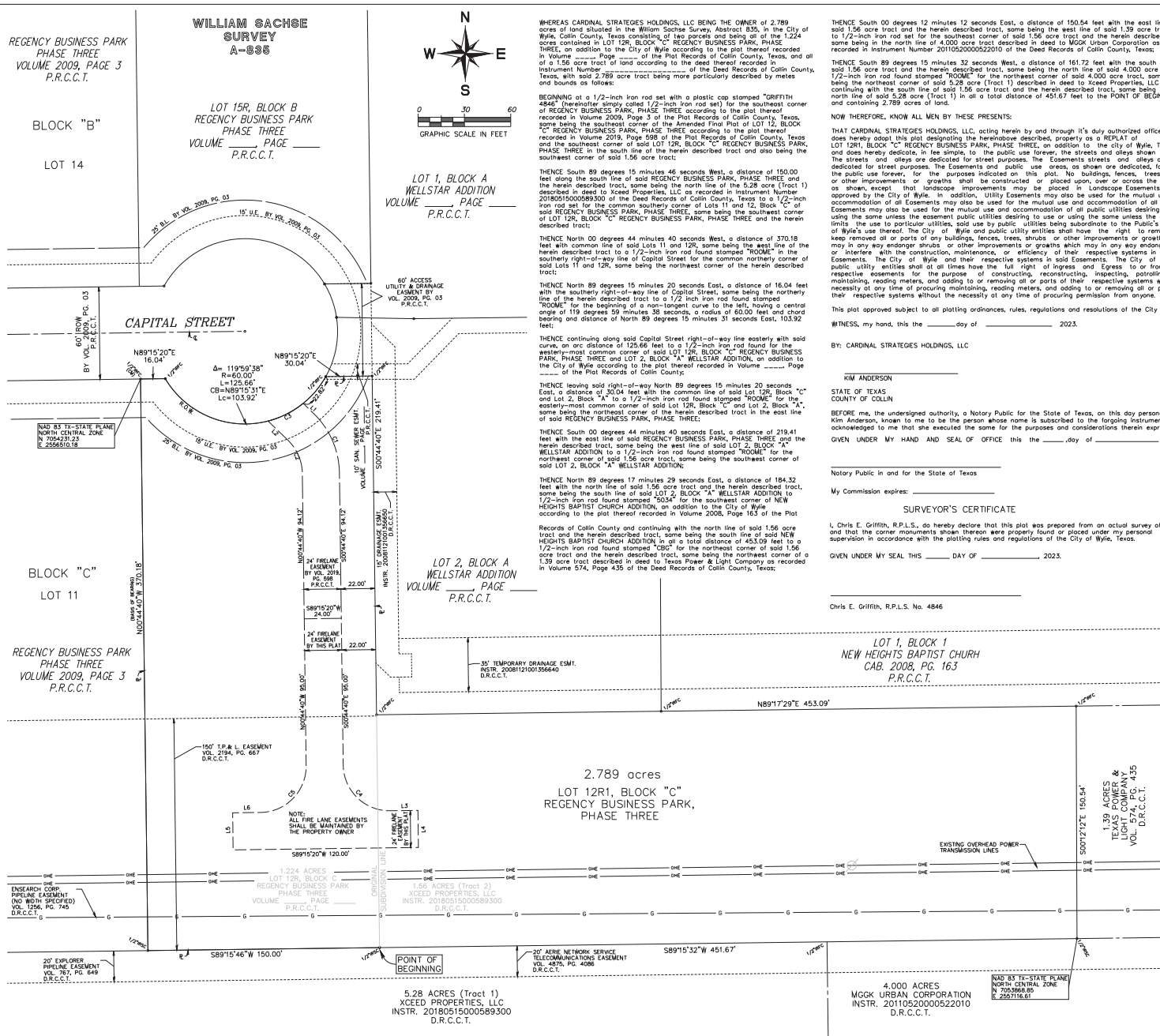
A site plan was approved by the Planning and Zoning (P&Z) Commission in August 2023.

The plat is technically correct and abides by all aspects of the City of Wylie Subdivision Regulations. Approval is subject to additions and alterations as required by the City Engineering Department.

The City Council must provide a written statement of the reasons for conditional approval or disapproval to the applicant in accordance with Article 212, Section 212.0091 of the Texas Local Gov't Code.

### **P&Z Recommendation**

The Commission voted 6-0 to recommend approval.



**Note:**  
Selling a portion of this addition by metes and bounds is a violation of City Ordinance and State Law and is subject to fines and withholding of utilities and building permits.

THENCE South 00 degrees 12 minutes 12 seconds East, a distance of 150.54 feet with the east line of said 1.56 acre tract and the herein described tract, some being the west line of said 1.39 acre tract to 1/2-inch iron rod set for the southeast corner of said 1.56 acre tract and the herein described tract, some being in the north line of 4.0000 acre tract described in deed to MGKG Urban Corporation as recorded in Instrument Number 20110520000522010 of the Deed Records of Collin County, Texas;

THENCE South 89 degrees 15 minutes 32 seconds West, a distance of 161.72 feet with the south line of said 1.56 acre tract and the herein described tract, some being the north line of said 4,000 acre tract to 1/2-inch iron rod found stamped "ROOME" for the northeast corner of said 4,000 acre tract, some being the northeast corner of said 5.28 acre (Tract 1) described in deed to Xceed Properties, LLC and continuing with the south line of said 1.56 acre tract and the herein described tract, some being the north line of said 5.28 acre (Tract 1) in all a total distance of 451.67 feet to the POINT OF BEGINNING and containing 2,789 acres of land.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS,

[illegible]

This plot approved subject to all plotting ordinances, rules, regulations and resolutions of the City of Wylie, TX

BY: CARDINAL STRATEGIES HOLDINGS, LLC

KIM ANDERSON

STATE OF TEXAS  
COUNTY OF COLUMBIA

BEFORE me, the undersigned authority, a Notary Public for the State of Texas, on this day personally appeared Kim Anderson, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_\_ day of \_\_\_\_\_, 2023

Notary Public in and for the State of Texas

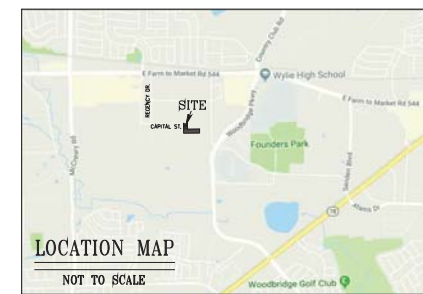
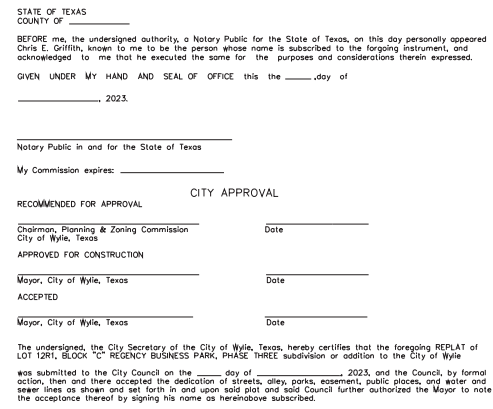
My Commission expires: \_\_\_\_\_

## SURVEYOR'S CERTIFICATE

I, Chris E. Griffith, R.P.L.S., do hereby declare that this plat was prepared from an actual survey of the land and that the corner monuments shown thereon were properly found or placed under my personal supervision in accordance with the platting rules and regulations of the City of Wylie, Texas.

GIVEN UNDER MY SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

GIVEN UNDER MY SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.



LINE TABLE

LINE	BEARING	DISTANCE
L1	S45°56'24"E	9.58'
L2	N45°56'24"W	17.94'
L3	N89°15'22"E	18.00'
L4	S00°44'40"E	24.00'
L5	N00°44'40"W	24.00'
L6	N89°15'20"E	18.00'

CURVE TABLE

CURVE	DELTA	RADIUS	ARC	CHORD BEARING	CHORD
C1	45°17'44"	54.50'	42.99'	S23°20'32"E	41.88'
C2	45°17'44"	30.50'	24.06'	N23°20'32"E	23.44'
C3	24°27'21"	60.00'	25.61'	N63°16'38"E	25.42'
C4	90°00'00"	30.00'	47.12'	N45°44'40"E	42.43'
C5	90°00'00"	30.00'	47.12'	N44°15'20"E	42.43'

**REPLAT  
LOT 12R1, BLOCK "C"  
REGENCY BUSINESS PARK,  
PHASE THREE**

1 COMMERCIAL LOT  
BEING 2.789 ACRES  
IN THE  
WILLIAM SACHSE SURVEY, A-835  
CITY OF WYLIE, COLLIN COUNTY, TEXAS

**OWNER & APPLICANT**  
**CARDINAL STRATEGIES**  
**HOLDINGS, LLC**  
**2770 CAPITAL STREET**  
**WYLLIE, TEXAS 75098**  
**phone: (469) 547-1281**  
**CONTACT: KIM ANDERSON**

ENGINEER  
CARDINAL STRATEGIES  
ENGINEERING SERVICES, LLC  
2770 CAPITAL STREET  
WYLLIE, TEXAS 75098  
phone: (469) 542-1281

**SURVEYOR  
GRIFFITH  
SURVEYING CO., LLC  
605 AVE. B  
LONGVIEW, TEXAS 75604  
phone: (903) 295-1660**



# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing

**Account Code:** 611-5713-58570

**Prepared By:** Glenna Hayes

### Subject

Consider, and act upon, the award of a professional services project order (PSPO) #W2023-83-E for the Dogwood Drive Waterline Rehabilitation Project to RJN Group, Inc. in the amount of \$89,900.00 and authorizing the City Manager to execute any necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Dogwood Drive Waterline Project will replace approximately 3,000 linear feet of waterline from Stone Road, north along Dogwood Drive, through Dogwood Court, through an existing easement to Butler Circle, ending west of the Butler Circle cul-de-sac. The conditions of the 6-inch waterline continue to deteriorate, with many notable breaks in the line over the last several years. Included in this project will be a waterline size increase from a 6-inch to an 8-inch and all existing water services will be replaced from the main to the meters. Additionally, the design engineer will conduct an analysis of the existing drainage conditions and provide recommendations to improve the local drainage between the Dogwood Court and Butler Circle cul-de-sacs. No ROW acquisition or additional utility relocations are anticipated for this project.

Staff recommends the award of this PSPO to RJN Group, Inc. as the most qualified firm to provide professional and consulting services for the Dogwood Drive Waterline Rehabilitation Project. This PSPO is issued under Master Agreement for Professional and Engineering Services (MAPES) #W2021-8-E. Staff has determined RJN Group, Inc. to be the most qualified firm for this project in Category G Rehabilitation of Water, Wastewater and Drainage Facilities, in accordance with Government Code 2254.



## **CITY COUNCIL AGENDA SUMMARY**

**8/22/2023**

### **PROFESSIONAL SERVICES PROJECT ORDER (PSPO) BETWEEN THE CITY OF WYLIE and RJN GROUP, INC.**

#### **DOGWOOD DRIVE WATERLINE REHABILITATION**

**W2023-83-E**

#### **Project Description:**

Firm will provide professional engineering services for design, bidding, and construction administration of a project involving approximately 3,000 feet of 8-inch potable water main through a developed neighborhood. The proposed water main will extend from the north R.O.W. of Stone Rd., generally northward along Dogwood Dr., along Dogwood Ct., through an existing easement to Butler Circle, and will end at the first alley west of the Butler Circle cul-de-sac. All existing water services will be replaced from the main to the meter.

The project will also involve a pragmatic analysis and design regarding upgrading the existing drainage improvements between the Butler Circle and Dogwood Court cul-de-sacs in such a way as to improve the local drainage conditions.

Professional services will include civil engineering, surveying, and geotechnical engineering. Consultant will generate complete Construction Plans, Bid Form and Bid Item Descriptions Sections, and Opinion of Probable Construction Cost.

Estimated completion time for this project is 285 consecutive business days for design, bidding and construction phases.





# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing  
**Prepared By:** Christopher Rodriguez

**Account Code:** 112-5614-58150

### Subject

Consider, and act upon, the award of W2023-101-I for the purchase of the Founders Park Soccer Field Renovations to Grand Landscapes and Athletics in the amount of \$999,493.56, through a cooperative purchasing contract with BuyBoard (#641-21) and authorizing the City Manager to execute any necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Parks and Recreation Department is seeking approval from City Council to renovate three multipurpose sports fields located at Founders Park. These fields are in need of repair and an upgraded irrigation system so that Parks staff can enhance the turf cultural practices that an athletic field need.

This project will include raising the playing surfaces a total of four inches, crowning them for drainage, and providing a sand cap that will help water move through the soil quickly providing fewer rain delays. In addition, these fields and all the common areas around the fields will receive a new irrigation system and athletic grade sod. A new irrigation pump will be installed to provide for future expansion and renovation of the southern portion of the complex.

Staff recommends the award for the purchase of the Founders Park Soccer Field Renovations to Grand Landscapes and Athletics in the amount of \$999,493.56 as providing the best value to the City. The City is authorized to purchase from a cooperative purchasing program with another local government or a local cooperative organization pursuant to Chapter 791 of the Texas Government Code and Section 271 Subchapter F of the Local Government Code; and by doing so satisfies any State Law requiring local governments to seek competitive bids for items.

Wylie #W2023-101-I / BuyBoard #641-21



# Wylie City Council

## AGENDA REPORT

Department: Parks and Recreation

Account Code: \_\_\_\_\_

Prepared By: Janet Pieper

### Subject

Consider, and act upon, approval of the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park on Saturday, November 4, 2023, from 8:00 A.M. to 9:00 P.M.

### Recommendation

Motion to approve the Item as presented.

### Discussion

This is a repeat event hosted by the Wylie P.O.L.I.C.E. Club to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park. Their intent is to raise money to help support their youth club by charging tournament fees and pre-packaged food items and drinks. It will consist of 18 teams in a double elimination-style tournament using Founders Softball Fields A, B, C, and D. Staff has confirmed the available use of these fields with representatives from the Wylie Youth Baseball Softball Association.

About the applicant: The Wylie P.O.L.I.C.E. (Practice.Leadership.Integrity.Character.Education) Club is an organization at the high school level available to WISD students from ninth through 12th grade. The club is sponsored by the Wylie Police Department’s School Resource Officers. The organization gives students a better understanding of the law enforcement profession from the local to the federal level and also teaches students the importance of good leadership and character traits. Their main purpose is to build better student leaders in their schools. This is done by educating the students on what it takes to be a good leader and how they, as students, have a major role in shaping the atmosphere of their school campus. The organization increases student involvement in their schools and community, allowing them to make a difference and changes for the better.

This item was approved by the Parks and Recreation Board during their regular meeting on August 14, 2023.



**Parks & Recreation Department**  
 949 Hensley Lane, Building 200  
 972-516-6340 | Parks@wylietexas.gov

## Park Event Application

*This application must be submitted a minimum of eight weeks prior to your event date. Special events, meetings, and gatherings (other than typical parties or picnics) will require submission of a Park Event Application prior to reservation approval. Please call the Parks Administration at 972-516-6340 if you have any questions pertaining to the Park Event Application.*

### Applicant Information

**Name of Organization \***

Wylie P.O.L.I.C.E. Club

**Website**

[https://www.wylietexas.gov/community2/youth\\_programs/police\\_club.php](https://www.wylietexas.gov/community2/youth_programs/police_club.php)

**Are you a non profit? \***

☒ Yes ☐ No

**Please upload 501c3 Documents**

### Contact Information

**Primary Contact Name \***

Michael Stewart

### Event Information

**Event Name/Title \***

Wylie P.O.L.I.C.E. Club Co-Ed Softball Tournament

**Event Type \***

Fundraiser

**Purpose of event \***

Fundraiser for Wylie P.O.L.I.C.E. Club

**Event Location \***

Founders Park

851 Hensley Lane

**Proposed Event Date \***

11/05/2022

**Alternative Event Date \***

11/12/2022

**Start Time \***

07:00:00 AM

Include Setup

**End Time \***

10:00:00 PM

Include Cleanup

**Do you plan to sell items of any kind?**

example: drinks, food items, t-shirts, snow cones, memberships, registrations etc.

☒ Yes ☐ No

**Please specify all items you plan to sell**

The P.O.L.I.C.E. Club will set up tables to sell packaged food items and drinks as part of the fundraiser.

**Will there be food items provided?**

☒ Yes ☐ No

**Please specify the types of food items to be provided**

prepackaged food items and drinks

**Who is providing the food?**

☒ Applicant  
☐ Food Vendor  
☐ Other

**Anticipated number of Participating Vendors \***

1

**Anticipated Event Attendance \***

500

**Event Target Audience \***

Wylie Community

**Event Details \***

The Wylie P.O.L.I.C.E. Club which is run by the Wylie Police Department is hosting a Co-Ed Softball Tournament. The main purpose of the event is a fundraiser for the P.O.L.I.C.E. club. The event will consist of 18 teams in a double elimination style tournament.

**Event Announcement and/or Flyers****NOTE:**

If food is prepared on site or off-site and brought to the event location to be offered to the public, free or at cost, the vendor applicant must contact the Collin County Environmental Services Office in McKinney in order to inquire whether a Temporary/Short-Term Event Food Service/Health permit is required prior to the event. It is possible that a health inspector must examine food preparation and storage equipment to assure the health and safety of customers. Please contact the Environmental Services Specialist at 972-548-5528 or 972-548-5585. The Collin County website is [www.collincountytx.gov](http://www.collincountytx.gov).

Sec. 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobacco, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the municipal parks or recreation or community center facility; provided, however, that this section shall not apply to any person, organization, firms or corporations, or the agents of any person, or organization, firm or corporation, or employee of any person who are recommended by the Parks and Recreation Board and approved by the City Council to operate a concession or concessions for the sale of specified goods, wares, and merchandise within the municipal parks or recreation or community center facilities of the city.

**Signature**

*Michael Stewart*

**Date \***

08/11/2022



# Wylie City Council

## AGENDA REPORT

**Department:** Parks and Recreation

**Prepared By:** Janet Pieper

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, approval of the recommendation to amend the Parks and Recreation Board Bylaws.

### Recommendation

Motion to approve the Item as presented.

### Discussion

Staff have proposed a few minor changes to the existing Parks and Recreation Board Bylaws. The changes are as follows:

- Minor formatting, grammar, and order
- Changed meeting location information
- Changed Board annual calendar adoption date wording
- Added Article IV. Board Members
- Article VI. Powers and Duties of Board Members, updates and additions to reflect actual duties

These changes are highlighted in the attached Bylaws for reference.

This item was approved by the Parks and Recreation Board during their regular meeting on August 14, 2023.



# City of Wylie

## Parks and Recreation Board Bylaws

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### ARTICLE I. Name

As authorized by the City Charter, City of Wylie, and City Ordinance No. 78-18. This body shall be known as the Parks and Recreation Board.

### ARTICLE II. Meetings

- A. The regular meeting of the Parks and Recreation Board shall be held monthly in the Municipal Complex Council ~~Chambers conference room~~ unless ~~staff the Board~~ determines otherwise.
- B. Special meetings may be called by the Chairperson or at the call of any two members of the Board, provided that notice thereof be given to all Board Members.
- C. A majority of the members shall constitute a quorum at all meetings of the Board.
- D. All agenda items presented for a vote of the Parks and Recreation Board shall be decided by a simple majority of the quorum, including the vote of the Chairperson.
- E. Any member of the Board who misses three consecutive meetings without good cause shall be deemed to have resigned, and the Board will recommend to City Council that a replacement be appointed for the balance of the unexpired term.
- F. The most current edition of Robert's Rules of Order will guide the parliamentary procedure of the Board. The Board is not strictly bound to comply with Robert's Rules of Order.
- G. The Chairperson may request agenda items at least one week before the meeting. Agenda items requested by any member must be submitted and approved by the Chairperson before being submitted to the staff liaison. Any two Board Members (not including the Chairperson) may submit an item to the staff liaison to be placed on the Board Agenda at least one week before the meeting. Agenda items submitted must be made in writing to the staff liaison.

### ARTICLE III. Officers

- A. The officers of the Board shall be a Chairperson, Vice-Chairperson, and Secretary (a City Staff member will serve as Secretary).

- B. Officers shall be elected and take office at the first regular meeting after the new Board Members have been appointed and sworn in.
- C. Vacancies shall be handled as follows:
  - a. In the event of the resignation or incapacity of the Chairperson, the Vice-Chairperson shall become the Chairperson for the unexpired portion of the term.
  - b. Vacancies in officers other than the Chairperson shall be filled for the unexpired term by election from the remaining Parks and Recreation Board Members.
- D. The duties of the officers shall be as follows:
  - a. Chairperson:
    - i. Preside at all meetings.
    - ii. Represent the Parks and Recreation Board at public functions.
    - iii. Appoint special committees.
    - iv. Assist Parks and Recreation staff in establishing the agenda for each meeting, as needed.
  - b. Vice-Chairperson:
    - i. Assist the Chairperson in directing the affairs of the Board and act in the Chairperson's absence.
  - c. Secretary:
    - i. The City Secretary's office will record and maintain the minutes. This "Secretary position" will be occupied by a City Staff member, not an official Board position.
    - ii. The Staff Liaison will be responsible for producing the agenda and distributing the agenda and minutes to the Parks and Recreation Board and City Manager. An official record of attendance will be kept in the minutes. ~~A yearly calendar of monthly meetings will be approved by the Board at by the regular December meeting prior to the next calendar year on an annual basis.~~ The Board will approve a yearly calendar of monthly meetings by the regular December meeting.

#### **ARTICLE IV. Board Members**

- A. The City Council appoints Board Members.
- B. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided in subsection (b) of this section, a board member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the board member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such board member is eligible, however, for

appointment to a different board or commission without waiting. (Per Chapter 78 Section 78-23)

## **ARTICLE V. Committees**

- A. Committees may be appointed for particular purposes by the Chairperson and with the consent of the majority of the Board. All committees will have at least one Parks and Recreation Board member serving on them. These committees are automatically dissolved upon completion of the assignment.
- B. Progress reports and a final report on completion of assignments will be given at each Board Meeting.

## **ARTICLE VI. Powers and Duties of Board Members**

- A. Abide by applicable ordinances of the City of Wylie.
- B. Act in an advisory capacity to the City Council, City Manager, and Parks and Recreation Staff.
- C. ~~Recommend policies to govern the operation and program of the Parks and Recreation Department.~~ Make ordinance and bylaw recommendations.
- D. Assist in planning and guiding the ~~improvement~~ ~~expansion~~ of parks and recreation facilities.
- E. Assist in interpreting the ~~ordinances~~ ~~policies~~ and functions of the Parks and Recreation Department to the public. Encourage the development and advancement of the Parks and Recreation Department in every possible way.
- F. ~~Provide an opinion on dedications and donations.~~
- G. ~~Recommend ordinance variance regarding fundraising events.~~
- H. ~~Advocate the benefits of Parks and Recreation by:~~
  - a. ~~volunteering assistance at Parks and Recreation Department events.~~
  - b. ~~participating in public education and information engagements as needed.~~

## **ARTICLE VII. Amendments**

- A. These by-laws may be amended by a majority vote at any regular meeting, provided all members have been notified of the proposed amendments at least three days before such meeting. Such an amendment would then be subject to approval by the City Council.





# Wylie City Council

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## AGENDA REPORT

Department: WEDC  
Prepared By: Jason Greiner

Account Code: \_\_\_\_\_

### Subject

Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of July 31, 2023.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Wylie Economic Development Corporation (WEDC) Board of Directors approved the attached financials on August 16, 2023.

# July Rev/Exp Report

## Account Summary

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 111 - WYLIE ECONOMIC DEVEL CORP</b>							
<b>Revenue</b>							
<a href="#">111-4000-40210</a>	SALES TAX	4,124,241.00	4,124,241.00	379,162.00	2,955,499.71	-1,168,741.29	28.34 %
<a href="#">111-4000-43518</a>	380 ECONOMIC AGREEMENTS	0.00	0.00	0.00	279,047.05	279,047.05	0.00 %
<a href="#">111-4000-46110</a>	ALLOCATED INTEREST EARNINGS	6,000.00	6,000.00	0.00	261,386.42	255,386.42	4,356.44 %
<a href="#">111-4000-48110</a>	RENTAL INCOME	134,220.00	134,220.00	0.00	91,307.68	-42,912.32	31.97 %
<a href="#">111-4000-48410</a>	MISCELLANEOUS INCOME	0.00	0.00	0.00	1,000.00	1,000.00	0.00 %
<a href="#">111-4000-48430</a>	GAIN/(LOSS) SALE OF CAP ASSETS	3,915,685.00	3,915,685.00	0.00	-24,603.10	-3,940,288.10	100.63 %
	<b>Revenue Total:</b>	<b>8,180,146.00</b>	<b>8,180,146.00</b>	<b>379,162.00</b>	<b>3,563,637.76</b>	<b>-4,616,508.24</b>	<b>56.44%</b>
<b>Expense</b>							
<a href="#">111-5611-51110</a>	SALARIES	310,346.40	310,346.40	24,768.90	271,768.47	38,577.93	12.43 %
<a href="#">111-5611-51130</a>	OVERTIME	0.00	0.00	252.25	2,811.98	-2,811.98	0.00 %
<a href="#">111-5611-51140</a>	LONGEVITY PAY	914.00	914.00	0.00	916.00	-2.00	-0.22 %
<a href="#">111-5611-51310</a>	TMRS	48,245.30	48,245.30	3,878.29	42,915.36	5,329.94	11.05 %
<a href="#">111-5611-51410</a>	HOSPITAL & LIFE INSURANCE	51,987.17	51,987.17	4,161.29	41,677.21	10,309.96	19.83 %
<a href="#">111-5611-51420</a>	LONG-TERM DISABILITY	1,768.97	1,768.97	58.50	503.98	1,264.99	71.51 %
<a href="#">111-5611-51440</a>	FICA	19,298.12	19,298.12	1,420.06	15,913.83	3,384.29	17.54 %
<a href="#">111-5611-51450</a>	MEDICARE	4,513.27	4,513.27	332.11	3,721.78	791.49	17.54 %
<a href="#">111-5611-51470</a>	WORKERS COMP PREMIUM	854.85	1,089.21	0.00	1,088.89	0.32	0.03 %
<a href="#">111-5611-51480</a>	UNEMPLOYMENT COMP (TWC)	1,080.00	1,080.00	0.00	35.98	1,044.02	96.67 %
<a href="#">111-5611-52010</a>	OFFICE SUPPLIES	5,000.00	5,000.00	810.83	2,375.79	2,624.21	52.48 %
<a href="#">111-5611-52040</a>	POSTAGE & FREIGHT	300.00	300.00	0.00	212.90	87.10	29.03 %
<a href="#">111-5611-52810</a>	FOOD SUPPLIES	3,000.00	3,000.00	221.57	1,954.48	1,045.52	34.85 %
<a href="#">111-5611-54610</a>	FURNITURE & FIXTURES	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">111-5611-54810</a>	COMPUTER HARD/SOFTWARE	7,650.00	7,650.00	0.00	1,975.00	5,675.00	74.18 %
<a href="#">111-5611-56030</a>	INCENTIVES	3,209,183.00	1,209,183.00	50,000.00	584,377.51	624,805.49	51.67 %
<a href="#">111-5611-56040</a>	SPECIAL SERVICES	34,770.00	34,620.00	0.00	11,661.83	22,958.17	66.31 %
<a href="#">111-5611-56041</a>	SPECIAL SERVICES-REAL ESTATE	276,300.00	276,300.00	11,236.68	74,596.71	201,703.29	73.00 %
<a href="#">111-5611-56042</a>	SPECIAL SERVICES-INFRASTRUCTURE	8,375,000.00	9,875,000.00	0.00	9,281.46	9,865,718.54	99.91 %
<a href="#">111-5611-56080</a>	ADVERTISING	129,100.00	129,100.00	18,960.00	104,023.43	25,076.57	19.42 %
<a href="#">111-5611-56090</a>	COMMUNITY DEVELOPMENT	54,950.00	54,950.00	2,826.66	49,604.12	5,345.88	9.73 %
<a href="#">111-5611-56110</a>	COMMUNICATIONS	7,900.00	7,900.00	486.57	4,208.61	3,691.39	46.73 %
<a href="#">111-5611-56180</a>	RENTAL	27,000.00	27,000.00	4,500.00	22,500.00	4,500.00	16.67 %
<a href="#">111-5611-56210</a>	TRAVEL & TRAINING	73,000.00	73,000.00	182.83	50,279.95	22,720.05	31.12 %
<a href="#">111-5611-56250</a>	DUES & SUBSCRIPTIONS	57,824.00	57,824.00	163.52	50,131.72	7,692.28	13.30 %
<a href="#">111-5611-56310</a>	INSURANCE	6,303.00	6,453.00	0.00	6,449.31	3.69	0.06 %
<a href="#">111-5611-56510</a>	AUDIT & LEGAL SERVICES	23,000.00	23,000.00	1,347.50	16,305.50	6,694.50	29.11 %
<a href="#">111-5611-56570</a>	ENGINEERING/ARCHITECTURAL	87,500.00	587,500.00	91,771.73	295,657.13	291,842.87	49.68 %
<a href="#">111-5611-56610</a>	UTILITIES-ELECTRIC	2,400.00	2,400.00	187.47	1,862.34	537.66	22.40 %
<a href="#">111-5611-57410</a>	PRINCIPAL PAYMENT	575,973.97	575,973.97	48,571.96	478,330.52	97,643.45	16.95 %
<a href="#">111-5611-57415</a>	INTEREST EXPENSE	656,023.67	656,023.67	54,094.51	548,334.18	107,689.49	16.42 %
<a href="#">111-5611-58110</a>	LAND-PURCHASE PRICE	2,090,000.00	2,090,000.00	0.00	345,441.57	1,744,558.43	83.47 %
<a href="#">111-5611-58995</a>	CONTRA CAPITAL OUTLAY	0.00	0.00	0.00	-345,441.57	345,441.57	0.00 %
	<b>Expense Total:</b>	<b>16,143,685.72</b>	<b>16,143,920.08</b>	<b>320,233.23</b>	<b>2,695,475.97</b>	<b>13,448,444.11</b>	<b>83.30%</b>
<b>Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):</b>		<b>-7,963,539.72</b>	<b>-7,963,774.08</b>	<b>58,928.77</b>	<b>868,161.79</b>	<b>8,831,935.87</b>	<b>110.90%</b>
<b>Report Surplus (Deficit):</b>		<b>-7,963,539.72</b>	<b>-7,963,774.08</b>	<b>58,928.77</b>	<b>868,161.79</b>	<b>8,831,935.87</b>	<b>110.90%</b>

Budget Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent
					Favorable (Unfavorable)	
Fund: 111 - WYLIE ECONOMIC DEVEL CORP						
Revenue	8,180,146.00	8,180,146.00	379,162.00	3,563,637.76	-4,616,508.24	56.44%
Expense	16,143,685.72	16,143,920.08	320,233.23	2,695,475.97	13,448,444.11	83.30%
Fund: 111 - WYLIE ECONOMIC DEVEL CORP Surplus (Deficit):	-7,963,539.72	-7,963,774.08	58,928.77	868,161.79	8,831,935.87	110.90%
Report Surplus (Deficit):	-7,963,539.72	-7,963,774.08	58,928.77	868,161.79	8,831,935.87	110.90%

Budget Report

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
111 - WYLIE ECONOMIC DEVEL CO	-7,963,539.72	-7,963,774.08	58,928.77	868,161.79	8,831,935.87
Report Surplus (Deficit):	-7,963,539.72	-7,963,774.08	58,928.77	868,161.79	8,831,935.87

Wylie Economic Development Corporation  
Statement of Net Position  
As of July 31, 2023

**Assets**

Cash and cash equivalents	\$ 12,572,489.21	
Receivables	\$ 120,000.00	Note 1
Inventories	\$ 16,006,005.00	
Prepaid Items	\$ -	
<b>Total Assets</b>	<b>\$ 28,698,494.21</b>	

**Deferred Outflows of Resources**

Pensions	\$ 67,748.55	
<b>Total deferred outflows of resources</b>	<b>\$ 67,748.55</b>	

**Liabilities**

Accounts Payable and other current liabilities	\$ 14,545.26	
Unearned Revenue	\$ 1,200.00	Note 2
Non current liabilities:		
Due within one year	\$ 159,807.55	Note 3
Due in more than one year	\$ 15,621,027.23	
<b>Total Liabilities</b>	<b>\$ 15,796,580.04</b>	

**Deferred Inflows of Resources**

Miscellaneous	\$ (100,000.00)	
Pensions	\$ (84,717.41)	
<b>Total deferred inflows of resources</b>	<b>\$ (184,717.41)</b>	

**Net Position**

Net investment in capital assets	\$ -	
Unrestricted	\$ 12,784,945.31	
<b>Total Net Position</b>	<b>\$ 12,784,945.31</b>	

Note 1: Includes incentives in the form of forgivable loans for \$20,000 (LUV-ROS)  
and \$100,000 (Glen Echo)

Note 2: Deposits from rental property

Note 3: Liabilities due within one year includes compensated absences of \$32,301

# Balance Sheet

## Account Summary

As Of 07/31/2023

Account	Name	Balance
<b>Fund: 111 - WYLIE ECONOMIC DEVEL CORP</b>		
<b>Assets</b>		
<a href="#">111-1000-10110</a>	CLAIM ON CASH AND CASH EQUIV.	12,570,489.21
<a href="#">111-1000-10111</a>	CASH - ECON DEVELOPMENT	0.00
<a href="#">111-1000-10115</a>	CASH - WEDC - INWOOD	0.00
<a href="#">111-1000-10130</a>	CASH - ECO DEV PAYROLL	0.00
<a href="#">111-1000-10135</a>	ESCROW	0.00
<a href="#">111-1000-10150</a>	CASH - RESTRICTED	0.00
<a href="#">111-1000-10180</a>	DEPOSITS	2,000.00
<a href="#">111-1000-10198</a>	OTHER - MISC CLEARING	0.00
<a href="#">111-1000-10312</a>	GOVERNMENT NOTES	0.00
<a href="#">111-1000-10321</a>	CERTIFICATES OF DEPOSIT	0.00
<a href="#">111-1000-10341</a>	TEXPOOL	0.00
<a href="#">111-1000-10343</a>	LOGIC	0.00
<a href="#">111-1000-10481</a>	INTEREST RECEIVABLE	0.00
<a href="#">111-1000-11511</a>	ACCTS REC - MISC	0.00
<a href="#">111-1000-11517</a>	ACCTS REC - SALES TAX	0.00
<a href="#">111-1000-12810</a>	LEASE PAYMENTS RECEIVABLE	0.00
<a href="#">111-1000-12925</a>	LOAN REC - CARLISLE	0.00
<a href="#">111-1000-12930</a>	LOAN REC - DC ASSOCIATES	0.00
<a href="#">111-1000-12940</a>	LOAN REC - HOFFMAN BLAST	0.00
<a href="#">111-1000-12950</a>	LOAN PROCEEDS RECEIVABLE	0.00
<a href="#">111-1000-12975</a>	LOAN REC - MULTI MACHINING	0.00
<a href="#">111-1000-12980</a>	LOAN REC - MOULDING	0.00
<a href="#">111-1000-12985</a>	LOAN REC - ALTHUSER	0.00
<a href="#">111-1000-12995</a>	LOAN REC - YELROW	0.00
<a href="#">111-1000-12996</a>	LOAN RECEIVABLE	0.00
<a href="#">111-1000-12997</a>	ACCTS REC - JTM TECH	0.00
<a href="#">111-1000-12998</a>	ACCTS REC - FORGIVEABLE LOANS	120,000.00
<a href="#">111-1000-14112</a>	INVENTORY - MATERIAL/ SUPPLY	0.00
<a href="#">111-1000-14116</a>	INVENTORY - LAND & BUILDINGS	16,006,005.00
<a href="#">111-1000-14117</a>	INVENTORY - 404 S HWY 78	0.00
<a href="#">111-1000-14118</a>	INVENTORY - BAYCO/ SANDEN BLVD	0.00
<a href="#">111-1000-14310</a>	PREPAID EXPENSES - MISC	0.00
<a href="#">111-1000-14410</a>	DEFERRED OUTFLOWS	1,515,434.00
<b>Total Assets:</b>		<b>30,213,928.21</b>
		<b>30,213,928.21</b>
<b>Liability</b>		
<a href="#">111-1000-20132</a>	EMP CARE FLITE	0.00
<a href="#">111-2000-20110</a>	FEDERAL INCOME TAX PAYABLE	0.00
<a href="#">111-2000-20111</a>	MEDICARE PAYABLE	0.00
<a href="#">111-2000-20112</a>	CHILD SUPPORT PAYABLE	0.00
<a href="#">111-2000-20113</a>	CREDIT UNION PAYABLE	0.00
<a href="#">111-2000-20114</a>	IRS LEVY PAYABLE	0.00
<a href="#">111-2000-20115</a>	NATIONWIDE DEFERRED COMP	0.00
<a href="#">111-2000-20116</a>	HEALTH INSUR PAY-EMPLOYEE	517.50
<a href="#">111-2000-20117</a>	TMRS PAYABLE	5,625.93
<a href="#">111-2000-20118</a>	ROTH IRA PAYABLE	0.00
<a href="#">111-2000-20119</a>	WORKERS COMP PAYABLE	0.00
<a href="#">111-2000-20120</a>	FICA PAYABLE	0.00
<a href="#">111-2000-20121</a>	TEC PAYABLE	0.00
<a href="#">111-2000-20122</a>	STUDENT LOAN LEVY PAYABLE	0.00
<a href="#">111-2000-20123</a>	ALIMONY PAYABLE	0.00
<a href="#">111-2000-20124</a>	BANKRUPTCY PAYABLE	0.00
<a href="#">111-2000-20125</a>	VALIC DEFERRED COMP	0.00

## Balance Sheet

As Of 07/31/2023

Account	Name	Balance
<a href="#">111-2000-20126</a>	ICMA PAYABLE	0.00
<a href="#">111-2000-20127</a>	EMP. LEGAL SERVICES PAYABLE	0.00
<a href="#">111-2000-20130</a>	FLEXIBLE SPENDING ACCOUNT	8,299.80
<a href="#">111-2000-20131</a>	EDWARD JONES DEFERRED COMP	0.00
<a href="#">111-2000-20132</a>	EMP CARE FLITE	12.00
<a href="#">111-2000-20133</a>	Unemployment Comp Payable	0.01
<a href="#">111-2000-20151</a>	ACCRUED WAGES PAYABLE	0.00
<a href="#">111-2000-20180</a>	ADDIT EMPLOYEE INSUR PAY	90.02
<a href="#">111-2000-20199</a>	MISC PAYROLL PAYABLE	0.00
<a href="#">111-2000-20201</a>	AP PENDING	0.00
<a href="#">111-2000-20210</a>	ACCOUNTS PAYABLE	0.00
<a href="#">111-2000-20530</a>	PROPERTY TAXES PAYABLE	0.00
<a href="#">111-2000-20540</a>	NOTES PAYABLE	1,515,434.00
<a href="#">111-2000-20810</a>	DUE TO GENERAL FUND	0.00
<a href="#">111-2000-22270</a>	DEFERRED INFLOW	100,000.00
<a href="#">111-2000-22275</a>	DEF INFLOW - LEASE PRINCIPAL	0.00
<a href="#">111-2000-22280</a>	DEFERRED INFLOW - LEASE INT	0.00
<a href="#">111-2000-22915</a>	RENTAL DEPOSITS	1,200.00
	<b>Total Liability:</b>	<b>1,631,179.26</b>
<b>Equity</b>		
<a href="#">111-3000-34110</a>	FUND BALANCE - RESERVED	0.00
<a href="#">111-3000-34590</a>	FUND BALANCE-UNRESERV/UNDESIG	27,675,325.94
	<b>Total Beginning Equity:</b>	<b>27,675,325.94</b>
Total Revenue		3,602,898.98
Total Expense		2,695,475.97
<b>Revenues Over/Under Expenses</b>		<b>907,423.01</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>28,582,748.95</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>30,213,928.21</u></b>

## Balance Sheet

As Of 07/31/2023

Account	Name	Balance
<b>Fund: 922 - GEN LONG TERM DEBT (WEDC)</b>		
<b>Assets</b>		
<a href="#">922-1000-10312</a>	GOVERNMENT NOTES	0.00
<a href="#">922-1000-18110</a>	LOAN - WEDC	0.00
<a href="#">922-1000-18120</a>	LOAN - BIRMINGHAM	0.00
<a href="#">922-1000-18210</a>	AMOUNT TO BE PROVIDED	0.00
<a href="#">922-1000-18220</a>	BIRMINGHAM LOAN	0.00
<a href="#">922-1000-19050</a>	DEF OUTFLOW TMRS CONTRIBUTIONS	42,227.29
<a href="#">922-1000-19051</a>	DEF OUTFLOW SDBF CONTRIBUTIONS	3,028.00
<a href="#">922-1000-19075</a>	DEF OUTFLOW - INVESTMENT EXP	-75,907.52
<a href="#">922-1000-19100</a>	DEF OUTFLOW - ACT EXP/ASSUMP	98,400.78
<a href="#">922-1000-19125</a>	(GAIN)/LOSS ON ASSUMPTION CHGS	-83,874.41
<a href="#">922-1000-19126</a>	DEF INFLOW SDBF CONTRIBUTIONS	-843.00
<b>Total Assets:</b>		<b>-16,968.86</b>
		<b>-16,968.86</b>
<b>Liability</b>		
<a href="#">922-2000-20126</a>	ICMA PAYABLE	0.00
<a href="#">922-2000-20310</a>	COMPENSATED ABSENCES PAYABLE	2,264.95
<a href="#">922-2000-20311</a>	COMP ABSENCES PAYABLE-CURRENT	32,300.82
<a href="#">922-2000-21410</a>	ACCRUED INTEREST PAYABLE	29,863.28
<a href="#">922-2000-28205</a>	WEDC LOANS/CURRENT	97,643.45
<a href="#">922-2000-28210</a>	WEDC LOANS	0.00
<a href="#">922-2000-28220</a>	BIRMINGHAM LOAN	0.00
<a href="#">922-2000-28230</a>	INWOOD LOAN	0.00
<a href="#">922-2000-28232</a>	ANB LOAN/EDGE	0.00
<a href="#">922-2000-28233</a>	ANB LOAN/PEDDICORD WHITE	0.00
<a href="#">922-2000-28234</a>	ANB LOAN/RANDACK HUGHES	0.00
<a href="#">922-2000-28235</a>	ANB LOAN	0.00
<a href="#">922-2000-28236</a>	ANB CONSTRUCTION LOAN	0.00
<a href="#">922-2000-28237</a>	ANB LOAN/ WOODBRIDGE PARKWAY	0.00
<a href="#">922-2000-28238</a>	ANB LOAN/BUCHANAN	0.00
<a href="#">922-2000-28239</a>	ANB LOAN/JONES:HOBART PAYOFF	0.00
<a href="#">922-2000-28240</a>	HUGHES LOAN	0.00
<a href="#">922-2000-28242</a>	ANB LOAN/HWY 78:5TH ST REDEV	0.00
<a href="#">922-2000-28245</a>	ANB LOAN/DALLAS WHIRLPOOL	0.00
<a href="#">922-2000-28246</a>	GOVCAP LOAN/KIRBY	7,551,644.87
<a href="#">922-2000-28247</a>	JARRARD LOAN	112,611.20
<a href="#">922-2000-28248</a>	GOVCAP LOAN/SERIES 2022	7,817,937.04
<a href="#">922-2000-28250</a>	CITY OF WYLIE LOAN	0.00
<a href="#">922-2000-28260</a>	PRIME KUTS LOAN	0.00
<a href="#">922-2000-28270</a>	BOWLAND/ANDERSON LOAN	0.00
<a href="#">922-2000-28280</a>	CAPITAL ONE CAZAD LOAN	0.00
<a href="#">922-2000-28290</a>	HOBART/COMMERCE LOAN	0.00
<a href="#">922-2000-29150</a>	NET PENSION LIABILITY	124,687.17
<a href="#">922-2000-29151</a>	SDBF LIABILITY	11,882.00
<b>Total Liability:</b>		<b>15,780,834.78</b>
<b>Equity</b>		
<a href="#">922-3000-34590</a>	FUND BALANCE-UNRESERV/UNDESIG	-16,155,870.16
<a href="#">922-3000-35900</a>	UNRESTRICTED NET POSITION	-120,264.00
<b>Total Beginning Equity:</b>		<b>-16,276,134.16</b>
Total Revenue		0.00
Total Expense		-478,330.52
<b>Revenues Over/Under Expenses</b>		<b>478,330.52</b>
<b>Total Equity and Current Surplus (Deficit):</b>		<b>-15,797,803.64</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b>-16,968.86</b>



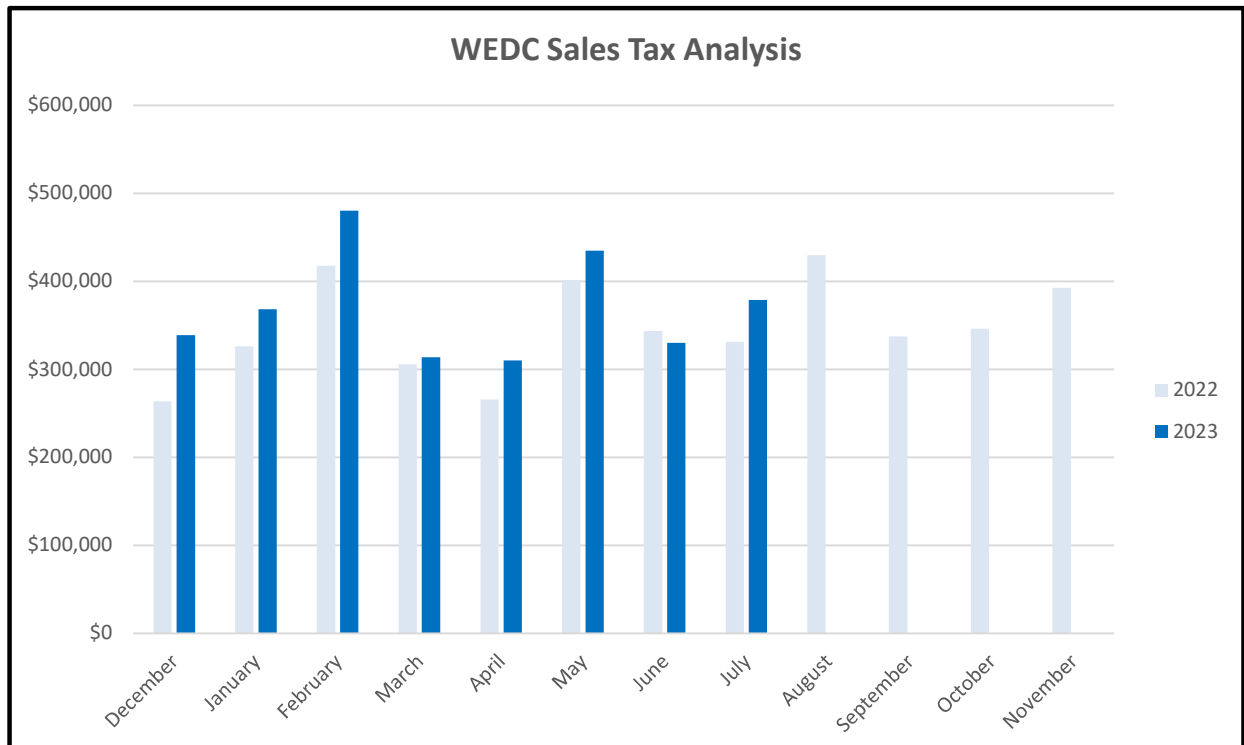
## Wylie Economic Development Corporation

## SALES TAX REPORT

July 31, 2023

## BUDGETED YEAR

MONTH	FY 2020	FY 2021	FY 2022	FY 2023	DIFF 22 vs. 23	% DIFF 22 vs. 23
DECEMBER	\$ 226,663.94	\$ 235,381.33	\$ 263,577.66	\$ 338,726.54	\$ 75,148.88	28.51%
JANUARY	\$ 218,520.22	\$ 262,263.52	\$ 326,207.92	\$ 368,377.73	\$ 42,169.80	12.93%
FEBRUARY	\$ 362,129.18	\$ 456,571.35	\$ 417,896.79	\$ 480,381.11	\$ 62,484.32	14.95%
MARCH	\$ 228,091.34	\$ 257,187.91	\$ 305,605.50	\$ 313,686.17	\$ 8,080.67	2.64%
APRIL	\$ 203,895.57	\$ 221,881.55	\$ 265,773.80	\$ 310,050.94	\$ 44,277.14	16.66%
MAY	\$ 289,224.35	\$ 400,371.70	\$ 401,180.20	\$ 434,878.33	\$ 33,698.14	8.40%
JUNE	\$ 239,340.35	\$ 290,586.92	\$ 343,371.26	\$ 330,236.89	\$ (13,134.37)	-3.83%
JULY	\$ 296,954.00	\$ 314,559.10	\$ 331,432.86	\$ 379,162.00	\$ 47,729.14	14.40%
AUGUST	\$ 325,104.34	\$ 390,790.76	\$ 429,696.16			
SEPTEMBER	\$ 259,257.89	\$ 307,681.15	\$ 337,512.61			
OCTOBER	\$ 249,357.02	\$ 326,382.38	\$ 346,236.36			
NOVEMBER	\$ 384,953.89	\$ 411,813.32	\$ 392,790.84			
<b>Sub-Total</b>	<b>\$ 3,283,492.09</b>	<b>\$ 3,875,470.98</b>	<b>\$ 4,161,281.96</b>	<b>\$ 2,955,499.71</b>	<b>\$ 300,453.72</b>	11.83%
<b>Total</b>	<b>\$ 3,283,492.09</b>	<b>\$ 3,875,470.98</b>	<b>\$ 4,161,281.96</b>	<b>\$ 2,955,499.71</b>	<b>\$ 300,453.72</b>	11.83%



\*\*\* Sales Tax collections typically take 2 months to be reflected as Revenue. SlsTx receipts are then accrued back 2 months.  
 Example: July SlsTx Revenue is actually May SlsTx and is therefore the 8th allocation in FY23.

# Wylie Economic Development Corporation

## PERFORMANCE AGREEMENT REPORT

July 31, 2023

PERFORMANCE AGREEMENTS	TOTAL INCENTIVE	BUDGETED YEAR					REMAINING AFTER CURRENT FY	PREVIOUS FY PAYMENTS	TOTAL INCENTIVE	
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027				
CSD WOODBRIDGE	\$ 1,100,000.00	\$ 29,377.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,070,622.49	\$ 1,100,000.00	A
CARDINAL STRATEGIES	\$ 106,800.00	\$ 24,934.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,366.00	\$ 91,300.00	
AVANTI, LLC	\$ 120,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 120,000.00	
LUV-ROS	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 10,000.00	B
FUEL CITY	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	
AMERICAN ENTITLEMENTS II	\$ 35,000.00	***	\$ 25,000.00	\$ 10,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	\$ 35,000.00	
NORTH DALLAS WYLIE LAND	\$ 120,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 80,000.00	\$ 120,000.00	
AXL	\$ 65,000.00	***	\$ 9,250.00	\$ 9,250.00	\$ -	\$ -	\$ 18,500.00	\$ 46,500.00	\$ 65,000.00	
*** GLEN ECHO BREWING	\$ 80,000.00	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 80,000.00	C
MLKJ	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	D
WYLIE INSURANCE II	\$ 30,000.00	\$ 30,000.00			\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	
CLF II LI WYLIE (LOVETT)	\$ 1,300,000.00	\$ -	\$ 650,000.00	\$ 650,000.00	\$ -	\$ -	\$ 1,300,000.00	\$ -	\$ 1,300,000.00	
JOLT	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	
	<b>\$ 3,473,800.00</b>	<b>\$ 676,311.51</b>	<b>\$ 734,250.00</b>	<b>\$ 689,250.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,423,500.00</b>	<b>\$ 1,358,488.49</b>	<b>\$ 3,458,300.00</b>	

\*\*\* The incentive increase for Glen Echo has not been reflected on the Deferred Out Flows at this time

Deferred Out Flow \$ 1,515,434.00

A. SLSTX Reimbursement Qrtly Pmnts (Completed PA Reimbursement)

B. Performance Agreement (\$10,000) and Forgivable Land Grant (\$60,000 forgiven over 3 years). \$20,000/year in 2022, 2023, & 2024.

C. Performance Agreement (\$80,000) and Forgivable Land Grant (\$100,000 forgiven over 3 years). \$25,000 CO & \$25,000/year in 2024, 2025, & 2026.

D. Performance Agreement (TBD) and Forgivable Land Grant (\$200,000 forgiven over 3 years). \$50,000 CO & \$50,000/year in 2024, 2025, & 2026.



# Wylie City Council

## AGENDA REPORT

**Department:** Finance

**Prepared By:** Melissa Brown

**Account Code:** See Exhibit A

### Subject

Consider, and act upon, Ordinance No. 2023-37 amending Ordinance No. 2022-56, which established the budget for fiscal year 2022-2023; providing for repealing, savings and severability clauses; and providing for an effective date of this ordinance.

### Recommendation

Motion to approve the Item as presented.

### Discussion

4B Sales Tax amendment - Due to a very active customer base this summer, projected class registrations and class revenue have been exceeded. Revenue is expected to exceed the original projection. The additional participation increases expenses in Instructor Pay, Rec Class Expenses and Activenet Administration Fees. These expenses exceed the current budget and can be offset by the surplus in class revenue. This is a budget-neutral amendment request.

General Fund amendment - We received an insurance recovery check for damage caused to our signal light at Highway 78 and Wylie East Dr. earlier this year. The repairs cost \$13,553 and have been expensed in the Streets budget. This amendment will recognize the insurance recoveries in the revenue account and reimburse the Streets budget for the cost of the repairs.

This is a budget neutral amendment for the 4B Sales Tax Fund and General Fund.

**ORDINANCE NO. 2023-37**

**AN ORDINANCE OF THE CITY OF WYLIE, TEXAS, AMENDING ORDINANCE NO. 2022-56, WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2022-2023; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council heretofore adopted Ordinance No. 2022-56 setting forth the Budget for Fiscal Year 2022-2023 beginning October 1, 2022, and ending September 30, 2023; and,

**WHEREAS**, the City Departments and Divisions routinely review their budget appropriations to determine if any changes are necessary; and

**WHEREAS**, based upon said review the City staff now recommends that certain amendments to the Budget be considered by the City Council; see Exhibit A; and,

**WHEREAS**, the City Council has the authority to make amendments to the City Budget under Article VII, Section 4 of the City Charter, as well as State law; and,

**WHEREAS**, the City Council has determined that the proposed amendments to the FY 2022-2023 Budget; see Exhibit A, with the revenues and expenditures therein contained, is in the best interest of the City; and therefore, desires to adopt the same by formal action.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WYLIE, TEXAS:**

**SECTION I:** The proposed amendments to the FY 2022-2023 Budget of the City of Wylie; Exhibit A, as heretofore adopted by Ordinance No. 2023-38, are completely adopted and approved as amendments to the said FY 2022-2023 Budget.

**SECTION II:** All portions of the existing FY 2022-2023 Budget and Ordinance No. 2022-56, except as specifically herein amended, shall remain in full force and effect, and not be otherwise affected by the adoption of the amendatory ordinance.

**SECTION III:** Should any paragraph, sentence, sub-division, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part or parts as declared to be invalid, illegal, or unconstitutional.

**SECTION IV:** This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

**SECTION V:** That all other ordinances and code provisions in conflict herewith are hereby repealed to the extent of any such conflict or inconsistency and all other provisions of the Wylie City Code not in conflict herewith shall remain in full force and effect.

**SECTION VI:** The repeal of any ordinance, or parts thereof, by the enactment of the Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue,

nor as affecting any rights of the municipality under any section or provision of any ordinances at the time of passage of this ordinance.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, this 22nd day of August, 2023.

---

Matthew Porter, Mayor

ATTEST:

---

Stephanie Storm, City Secretary

**Budget Amendment****Exhibit A****4B Sales Tax Fund - Rec Class Related Expenses and Revenue****General Fund Insurance Recoveries and Expense for Repair**

<b>Fund</b>	<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Debit</b>	<b>Credit</b>
112	4000	44156	Recreation Class Fees		49,500.00
112	5625	51270	Rec Instructor Pay	26,000.00	
112	5625	56140	Rec Class Expenses	13,500.00	
112	5625	56360	Activenet Administration Fees	10,000.00	
			4B Amendment	49,500.00	49,500.00
100	4000	49600	Insurance Recoveries	13,553.00	
100	5411	54250	Street Signs and Markings		13,553.00
			GF Amendment	13,553.00	13,553.00
			Total Budget Amendment	63,053.00	63,053.00



# Wylie City Council

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## AGENDA REPORT

Department: Finance

Account Code: \_\_\_\_\_

Prepared By: Melissa Brown

### Subject

Consider, and place on file, the City of Wylie Monthly Investment Report for July 31, 2023.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

# City Of Wylie

## 2022-2023 Investment Report July 31, 2023

Money Market Accounts:  
Certificates of Deposit:  
Treasury Bills:  
Treasury Notes:  
Government Agency Notes:

MMA
CCD
T-Bills
T-Notes
AN

Invest. Number	Principal Amount	Type Of Security	Interest Rate	Issuer	Purchase Date	Maturity Date
1	\$16,085,072.12	MMA	5.1238%	Texpool	12/31/2006	NA
2	\$16,646,859.20	MMA	5.1148%	TexStar	3/15/2011	NA
	\$32,731,931.32					

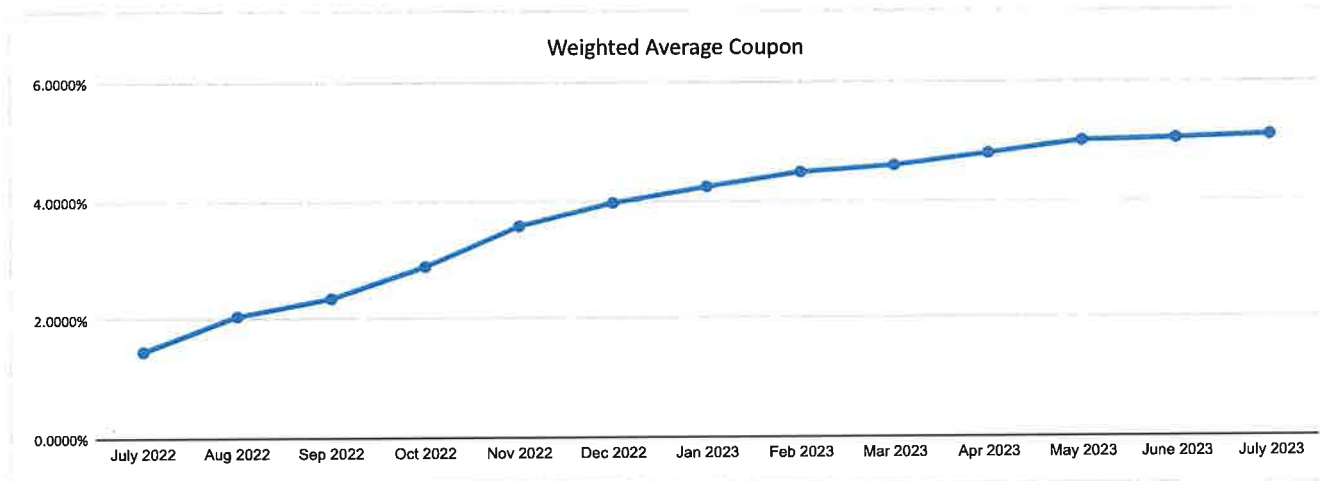
Total

Weighted Average Coupon:  
Weighted Average Maturity (Days):

5.1192%
1.00

Money Markets:  
Certificates of Deposits:

\$32,731,931.32
\$0.00
\$32,731,931.32



*Melina Brown* 8-15-23  
Finance Director/Investment Officer





# Wylie City Council

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## AGENDA REPORT

Department: Finance  
Prepared By: Melissa Brown

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, the City of Wylie Monthly Revenue and Expenditure Report for July 31, 2023.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

## CITY OF WYLIE

## MONTHLY FINANCIAL REPORT

July 31, 2023

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2022-2023	CURRENT MONTH ACTUAL 2022-2023	YTD ACTUAL 2022-2023	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 83.33%
<b>GENERAL FUND REVENUE SUMMARY</b>					
TAXES	37,234,844	857,058	34,702,569	93.20%	A
FRANCHISE FEES	2,802,400	10,792	2,423,498	86.48%	B
LICENSES AND PERMITS	1,442,750	139,314	1,102,860	76.44%	C
INTERGOVERNMENTAL REV.	2,429,011	14,905	1,691,844	69.65%	D
SERVICE FEES	4,338,970	362,833	3,383,726	77.98%	E
COURT FEES	339,000	26,047	265,205	78.23%	F
INTEREST INCOME	60,000	126,145	1,162,922	1938.20%	G
MISCELLANEOUS INCOME	259,156	681	147,569	56.94%	
OTHER FINANCING SOURCES	2,838,847	0	3,013,263	106.14%	H
<b>REVENUES</b>	<b>51,744,978</b>	<b>1,537,774</b>	<b>47,893,456</b>	<b>92.56%</b>	
USE OF FUND BALANCE	0	0	0	0.00%	
USE OF CARRY-FORWARD FUNDS	1,711,613	NA	NA	NA	I
<b>TOTAL REVENUES</b>	<b>53,456,591</b>	<b>1,537,774</b>	<b>47,893,456</b>	<b>89.59%</b>	
<b>GENERAL FUND EXPENDITURE SUMMARY</b>					
CITY COUNCIL	95,279	2,604	42,428	44.53%	
CITY MANAGER	1,298,947	98,478	1,022,620	78.73%	
CITY SECRETARY	354,083	25,726	246,484	69.61%	
CITY ATTORNEY	170,000	11,478	116,416	68.48%	
FINANCE	1,363,432	67,490	1,037,127	76.07%	
FACILITIES	1,111,013	55,539	697,458	62.78%	
MUNICIPAL COURT	551,921	44,229	391,637	70.96%	
HUMAN RESOURCES	836,388	61,522	675,787	80.80%	
PURCHASING	294,695	23,100	225,057	76.37%	
INFORMATION TECHNOLOGY	2,243,162	293,996	1,812,163	80.79%	
POLICE	13,577,617	972,706	10,764,449	79.28%	
FIRE	13,511,975	1,132,803	10,256,816	75.91%	
EMERGENCY COMMUNICATIONS	2,424,317	123,302	1,748,950	72.14%	
ANIMAL CONTROL	736,445	52,918	519,094	70.49%	
PLANNING	363,226	26,104	277,334	76.35%	
BUILDING INSPECTION	516,490	36,229	345,686	66.93%	
CODE ENFORCEMENT	262,424	18,795	179,152	68.27%	
STREETS	5,483,925	466,660	2,933,995	53.50%	J
PARKS	2,715,470	223,997	1,783,503	65.68%	
LIBRARY	2,347,607	190,395	1,869,553	79.64%	
COMBINED SERVICES	10,524,272	108,197	8,893,632	84.51%	K
<b>TOTAL EXPENDITURES</b>	<b>60,782,688</b>	<b>4,036,267</b>	<b>45,839,342</b>	<b>75.42%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>-7,326,097</b>	<b>-2,498,492</b>	<b>2,054,116</b>	<b>14.18%</b>	
<p>A. Property Tax Collections for FY22-23 as of July 31, 2023 are 99.28%, in comparison to FY21-22 for the same time period of 99.44%. Sales tax is on a 2 month lag and eight months have been received and fiscal year to date is 11% higher than last year.</p> <p>B. Franchise Fees: The majority of franchise fees are recognized quarterly with electric fees making up the majority.</p> <p>C. Licenses and Permits are down 6% from the same period last fiscal year, partially due to rising interest rates.</p> <p>D. Intergovernmental Rev: The majority of intergovernmental revenues come from WISD reimbursements and Fire Services which are billed quarterly.</p> <p>E. Service Fees: Trash fees are on a one month lag and only nine months have been received. The remaining fees are from other seasonal fees.</p> <p>F. Court Fees continue to increase and are up 2% from July YTD 2023.</p> <p>G. Interest Rates have gone from 1% when the budget was prepared to 5.12% in July 2023. Interest was budgeted conservatively.</p> <p>H. Yearly transfer from Utility Fund. Also includes miscellaneous insurance recoveries and \$171,450 transfer from Hotel Occupancy Tax Fund for soccer tournament expenses.</p> <p>I. Largest Carry Forward items: \$150,000 for Department Software Solution, \$217,000 for advance vehicle replacements, \$338,840 for ambulance, \$390,000 for Stone Road Rehab.</p> <p>J. The Hensley/Woodbridge signal for \$600,000 has been partially encumbered.</p> <p>K. The \$6 million transfer for Stone Road Improvement was transferred to a capital fund.</p>					

## CITY OF WYLIE

## MONTHLY FINANCIAL REPORT

July 31, 2023

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2022-2023	CURRENT MONTH ACTUAL 2022-2023	YTD ACTUAL 2022-2023	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 83.33%
<b>UTILITY FUND REVENUES SUMMARY</b>					
SERVICE FEES	25,933,619	2,615,586	19,745,052	76.14%	L
INTEREST INCOME	24,000	86,700	664,531	2768.88%	M
MISCELLANEOUS INCOME	70,000	2,125	87,488	124.98%	
OTHER FINANCING SOURCES	1,000	0	1,000	0.00%	
<b>REVENUES</b>	<b>26,028,619</b>	<b>2,704,411</b>	<b>20,498,071</b>	<b>78.75%</b>	
USE OF FUND BALANCE	0	NA	0	0	
USE OF CARRY-FORWARD FUNDS	2,276,241	NA	NA	NA	N
<b>TOTAL REVENUES</b>	<b>28,304,860</b>	<b>NA</b>	<b>20,498,071</b>	<b>72.42%</b>	
<b>UTILITY FUND EXPENDITURE SUMMARY</b>					
UTILITY ADMINISTRATION	634,180	25,244	354,565	55.91%	
UTILITIES - WATER	4,401,342	240,841	2,326,461	52.86%	
CITY ENGINEER	1,120,418	60,347	655,170	58.48%	
UTILITIES - SEWER	1,210,378	70,985	765,147	63.22%	
UTILITY BILLING	1,287,416	81,973	944,352	73.35%	
COMBINED SERVICES	18,380,749	1,155,776	15,130,275	82.32%	O
<b>TOTAL EXPENDITURES</b>	<b>27,034,483</b>	<b>1,635,166</b>	<b>20,175,970</b>	<b>74.63%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>1,270,376</b>	<b>1,069,245</b>	<b>322,100</b>	<b>-2.21%</b>	
<p>L. Most Utility Fund Revenue is on a one month lag and only nine months have been received.</p> <p>M. Interest Rates have gone from 1% when the budget was prepared to 5.12% in July 2023. Interest was budgeted conservatively.</p> <p>N. Largest Carry Forward items: Department Software Solutions \$135,730, Pump Station Backup Generators \$1.6M, Newport Harbor Tank Repairs \$130,000 and TXDOT payment \$260,172.</p> <p>O. Annual transfer to the General Fund of \$2.56 million. Other expenses are payments to NTMWD for water minimum and sewer treatment and February debt payment</p>					



# Wylie City Council

## AGENDA REPORT

Department: Engineering  
 Prepared By: Tim Porter

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, Ordinance No. 2023-38 of the City of Wylie, Texas, amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 110 (Traffic and Vehicles), Article VI (Stopping, Standing, or Parking), Section 110-173 (Stopping, Standing, or Parking prohibited in certain places) amending Section 110-173(a)(10)(h) regarding the prohibition of parking along certain sections of South Hensley Lane; providing for repealing, savings and severability clauses; providing for an effective date of this ordinance; and providing for the publication of the caption hereof.

### Recommendation

Motion to approve the Item as presented.

### Discussion

On school days, in both morning and afternoon, traffic becomes congested in the Draper School area. Parking is currently not allowed on the north side of South Hensley Lane due to this congestion; however, vehicles continue to stop or park along the south side of the roadway when dropping off or picking up students. In staff's opinion, this creates an unsafe and inefficient scenario, prohibiting the free flow of vehicles in the eastbound direction, especially during these congested times. Making the proposed change below will help both school and local traffic in the vicinity, while only prohibiting parking in the area directly adjacent to the school.

As stated, the City Code of Ordinances currently has a provision (110-173(a)(10)(h)) that prohibits on-street parking on the north side of South Hensley Lane in the same area.

*(a) An operator may not stop, stand or park a vehicle:*

*(10) In the following designated areas, if a no stopping, standing, and parking sign is posted:*

*h. North side of South Hensley Lane from Woodbridge Parkway to a point 800 feet east; and*

The proposed amendment to the City Ordinance amends this prohibition, prohibiting parking on South Hensley Lane on both north and south sides, and will read as follows.

*North and South side of South Hensley Lane from Woodbridge Parkway to a point 800 feet east; and*

Staff recommends approval of this item as presented.

## ORDINANCE NO. 2023-38

**AN ORDINANCE OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE'S CODE OF ORDINANCES, ORDINANCE NO. 2021-17, AS AMENDED, CHAPTER 110 (TRAFFIC AND VEHICLES), ARTICLE VI (STOPPING, STANDING, OR PARKING), SECTION 110-173 (STOPPING, STANDING, OR PARKING PROHIBITED IN CERTAIN PLACES) AMENDING SECTION 110-173(A)(10)(H) REGARDING THE PROHIBITION OF PARKING ALONG CERTAIN SECTIONS OF SOUTH HENSLEY LANE; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, the City Council of the City of Wylie, Texas ("City Council") has investigated and determined that it is in the best interest of the City of Wylie, Texas ("Wylie") to prohibit the stopping, standing, or parking of a vehicle along the south side of South Hensley Lane within 800 feet east of Woodbridge Parkway (the "Designated Area"); and

WHEREAS, the City Council further finds that it is a reasonable exercise of its police power to prohibit the stopping, standing, or parking of a vehicle in the Designated Area.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

SECTION 1: FINDINGS INCORPORATED. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Amending Wylie's Code of Ordinances, Ordinance No. 2021-17, as amended, Chapter 110 (Traffic and Vehicles), Article VI (Stopping, Standing, or Parking), Section 110-173 (Stopping, Standing, or Parking prohibited in certain places). Chapter 110 (Traffic and Vehicles), Article VI (Stopping, Standing, and Parking), Section 110-173 (Stopping, Standing, or Parking Prohibited in Certain Places) of the Wylie Code of Ordinances, Ordinance No. 2021-17, as amended, is hereby amended by replacing Section 110-173(a)(10)(h) with "North and South side of South Hensley Lane from Woodbridge Parkway to a point 800 feet east; and" and

SECTION 3: SAVINGS/REPEALING CLAUSE. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict, but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4: SEVERABILITY. Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Wylie hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

**SECTION 5: AMENDMENTS.** For clarity in reading amendments to the Wylie Code of Ordinances, any language intended to be added to the code may be underscored in the amending ordinance, and any language intended to be deleted from the code may be placed in brackets and stricken through. These markings, when used, and the deleted portions shall be removed when amendments are printed in the code. The amended provisions as set forth in this Ordinance have also been renumbered for ease of reading.

**SECTION 6: EFFECTIVE DATE.** This Ordinance shall be effective upon its passage and publication as required by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS**, on this 22<sup>nd</sup> day of August, 2023.

\_\_\_\_\_  
Matthew Porter, Mayor

**ATTESTED AND CORRECTLY  
RECORDED:**

\_\_\_\_\_  
Stephanie Storm, City Secretary

Date of publication in *The Wylie News* – August 30, 2023



# Wylie City Council

## AGENDA REPORT

**Department:** City Manager

**Account Code:** \_\_\_\_\_

**Prepared By:** Renae' Ollie

### Subject

Hold a Public Hearing, consider, and act upon, Resolution No. 2023-17(R) adopting the Americans with Disabilities Act Transition Plan in accordance with the federally mandated requirement by Title II (State and Local Government) of the Americans with Disabilities Act.

### Recommendation

Motion to approve the Item as presented.

### Discussion

ADA Transition Plans are a federally mandated requirement by Title II (State and Local Government) of the Americans with Disabilities Act. Title II of ADA states that no qualified individual with a disability be excluded from participation or denied the benefits of the services, programs, or activities based on disability. The Transition Plan will present the City's vision to improve accessibility throughout the City of Wylie for years to come.

Joseph Tidwell serves as the City's ADA Coordinator; whose role is to coordinate the City's efforts to comply with the ADA and investigate any complaints that the City has violated the ADA.

Adopting an ADA Transition Plan will help the City schedule and track its progress on upgrades and renovation projects as well as the development of new projects and buildings. The City's Safety Committee consists of employees from various departments who meet quarterly, and will play a significant role in the ADA Transition Plan.

During the April 11, 2023 Work Session, staff presented the initial steps taken in preparation of the self-evaluation of City facilities and programs. The details of the in-house self-evaluation received from City employees and the public have been incorporated into the final draft for Council consideration and adoption. The City has vetted these results with stakeholders as required by law and developed an implementation plan designed to implement necessary changes and track good-faith compliance efforts.

The Implementation Schedule includes immediate improvements such as sidewalk improvements, inclusive playground equipment, trails, etc. Funds totaling \$1,957,509 are included in the FY 23-24 budget (Table 4.2A). The plan also outlines an extended implementation schedule that projects good faith compliance efforts over the next 20 years.

### Completed Steps:

1. Appoint an ADA Coordinator - *Joseph Tidwell, Engineering Construction Supervisor/ADA Coordinator*
2. Provide Public Notice about the ADA requirements - *Notice placed on City website*
3. Create and receive an ADA action and expense log from employees with disabilities.
4. Develop a Grievance Procedure to establish how and where a complaint is filed with the City.
5. Conduct a Self-Evaluation for compliance with current ADA standards.

6. Create and receive the Public Outreach Survey form for public comment.
7. Update the Transition Plan and include the results of public input.
8. Develop a Schedule and Budget to Implement the Transition Plan.

**Next Steps:**

1. Adopt and begin implementations of the Transition Plan.

**ATTACHMENTS:**

ADA Transition Plan, including self-evaluation/findings/recommendations, and an Implementation Schedule (immediate and extended projections).



**RESOLUTION NO. 2023-17(R)****A RESOLUTION OF THE CITY OF WYLIE, TEXAS, ADOPTING THE AMERICANS WITH DISABILITIES ACT TRANSITION PLAN; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS,** The Americans with Disabilities Act (ADA) prohibits discrimination in access to jobs, public accommodations, government services, public transportation, and telecommunications; and

**WHEREAS,** Title II of the ADA requires all programs, services, and activities (PSAs) of public entities provide equal access for individuals with disabilities; and

**WHEREAS,** The City of Wylie has undertaken a comprehensive self-evaluation of its PSAs to determine the extent that individuals with disabilities may be restricted in their access and developed a transition plan; and

**WHEREAS,** the ADA Transition Plan will serve as a guide to the path of compliance for City of Wylie sidewalks, facilities, parks, trails and will provide possible solutions to remove programmatic barriers; and

**WHEREAS,** the ADA Transition Plan will be used for the planning and implementation of necessary program and facility modifications in the years to come; and

**WHEREAS,** the City Council finds that it is in the public's best interest to adopt the ADA Transition Plan;

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

**SECTION 1:** The findings set forth above are incorporated into the body of this resolution as if fully set forth herein.

**SECTION 2:** The City of Wylie ADA Transition Plan, which is attached hereto and made a part hereof, is hereby adopted as an official master plan of the City of Wylie.

**SECTION 3:** This Resolution shall take effect immediately upon its passage.

**DULY PASSED AND APPROVED by the City Council of the City of Wylie, Texas,** this 22nd day of August, 2023.

\_\_\_\_\_  
Matthew Porter, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie Storm, City Secretary



# WIDE AWAKE WYLIE

## ADA Self-Evaluation and Transition Plan



## TABLE OF CONTENTS

<b>CHAPTER 1.0 EXECUTIVE SUMMARY.....</b>	<b>4</b>
1.1 Introduction.....	4
1.2 Federal Accessibility Requirements.....	4
1.3 State of Texas Accessibility Requirements.....	5
1.4 Declarations - Compliance with the Americans with Disabilities Act.....	5
<b>CHAPTER 2.0 COMPLIANCE WITH TITLE II REQUIREMENTS.....</b>	<b>7</b>
2.1 Notification.....	7
2.2 Designation of Responsible Employee.....	7
2.3 Self-Evaluation and Transition Plan.....	7
2.4 Establishment of Grievance Procedure.....	7
2.5 Emergency Management.....	7
<b>CHAPTER 3.0 EVALUATION AND SUMMARY OF FINDINGS.....</b>	<b>8</b>
3.1 Self-Evaluation Process.....	8
3.2 Self-Evaluation by Department.....	8
3.3 Action Taken to Improve Access.....	9
3.4 Public Outreach.....	11
3.5 General Findings.....	11
<b>CHAPTER 4.0 IMPLEMENTATION PLAN.....</b>	<b>13</b>
4.1 Facility Cost Projections.....	13
4.2 Implementation Schedule.....	13
4.3 Funding Opportunities.....	14
4.4 Maintenance of Equipment and Features.....	14
4.5 Modifications and New Construction.....	14
4.6 Training.....	14
<b>CHAPTER 5.0 GRIEVANCE PROCEDURE AND INSTRUCTIONS.....</b>	<b>15</b>
5.1 Purpose of Guidelines.....	15
Step 1. Filing a Grievance.....	15
Step 2. Investigation Process.....	15
Step 3. Resolution.....	15
Step 4. Appealing the Decision.....	15
<b>CHAPTER 6.0 EMERGENCY MANAGEMENT.....</b>	<b>16</b>
6.1 Access to 9-1-1 Services.....	16
6.2 Functional Needs Assessments.....	16
6.3 Functional Needs Planning.....	16
<b>CHAPTER 7.0 CONCLUSION.....</b>	<b>17</b>



<b>APPENDICES:</b>	<b>18</b>
<b>APPENDIX A – CONTACT INFORMATION</b>	<b>19</b>
<b>APPENDIX B – GRIEVANCE FORM</b>	<b>20</b>
<b>APPENDIX C – ACKNOWLEDGEMENT LETTER FOR RECEIPT OF GRIEVANCE</b>	<b>21</b>
<b>APPENDIX D - SELF-EVALUATION/FINDINGS/RECOMMENDATIONS</b>	<b>22</b>
Public Meetings:	22
Public City-Wide Events:	22
Employment:	23
Evacuations/Safety:	25
Communications:	26
Website:	27
Employee Policy:	27
Employee Training:	28
Employee ADA:	28
Citywide Events:	30
Law Enforcement:	31
ADA Programs:	31
<b>APPENDIX E - PUBLIC OUTREACH SURVEY RESULTS</b>	<b>33</b>



## CHAPTER 1.0 EXECUTIVE SUMMARY

### 1.1 Introduction

The Americans with Disabilities Act (ADA) was passed on July 26, 1990 as a step towards the disestablishment of discrimination against individuals with disabilities. ADA Title II requires public entities with more than 50 employees to establish self-evaluations and/or transition plans for updating public facilities. This includes programs, activities, and services of government entities with a specific focus on protecting citizens from discrimination on the basis of disability. The goal of this act is to afford every individual the opportunity to benefit from businesses and services and to afford businesses and services the opportunity to benefit from the patronage of all Americans. This document will guide the planning and implementation of necessary program and facility modifications in the years to come. The ADA Transition Plan is significant in that it establishes the City of Wylie's (the "City") ongoing commitment to the development and maintenance of policies, programs and facilities that include all residents and visitors to the City of Wylie.

### 1.2 Federal Accessibility Requirements

The development of a transition plan is a requirement by the Federal Rehabilitation Act of 1973 (the "Act"), which requires that all organizations receiving federal funds make their programs available without discrimination to persons with disabilities. The Act, which became known as the "Civil Rights Act" of persons with disabilities, states:

*No otherwise qualified individual with a disability in the United States shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. (Section 504)*

The ADA is divided into five titles as described below, with Title II having the broadest impact on state and local governments. Additional information about the five titles of the ADA can be found at <https://www.ada.gov/law-and-regs/>.

Title I: Employment, requiring equal employment opportunity for individuals with disabilities.

Title II: State and Local Government, requiring non-discrimination on the basis of disability for members of the public served by state and local governments.

Title III: Public Accommodations, requiring non-discrimination on the basis of disabilities by non-government providers of public accommodations and in commercial facilities.

Title IV: Telecommunications, requiring telephone and internet companies to provide a nationwide system of telecommunications relay services that allow individuals with hearing and speech disabilities to communicate over the telephone.

Title V: Miscellaneous Provisions, including a variety of provisions relating to the ADA.

The ADA prohibits discrimination in access to jobs, public accommodations, government services, public transportation, and telecommunications. Title II of the ADA also requires that all programs, services, and activities (PSAs) of public entities provide equal access for individuals with disabilities. Title II provides protections to individuals with disabilities that are at least equal to those provided by the nondiscrimination provisions of Title V of the Rehabilitation Act.



The legislative mandate, therefore, prohibits the City from either directly or through contractual arrangements:

- Denying persons with disabilities the opportunity to participate in services, programs, or activities that are not separate or different from those offered to others, even if the City offers permissibly separate or different activities.
- Selecting facility locations that have the effect of excluding or discriminating against persons with disabilities.

The City of Wylie is obligated to observe all requirements of Title I in its employment practices; Title II in its policies, programs and services; any parts of Titles IV and V that apply to the City and its programs, services, or facilities; and all requirements specified in the ADA Access Guidelines (the “ADAAG”) that apply to facilities and other physical holdings. Details of the Americans with Disabilities Act of 1990 can be found on the ADA website at [www.ada.gov](http://www.ada.gov).

Included in Title II are administrative requirements for all government entities employing more than 50 people. These administrative requirements are:

- Designation of a person who is responsible for overseeing Title II compliance;
- Development of an ADA grievance procedure;
- Completion of a self-evaluation; and
- Development of a transition plan if the self-evaluation identifies any structural modifications necessary for compliance. Modification records must be retained for three years.

### **1.3 State of Texas Accessibility Requirements**

In addition to complying with ADA requirements, the City will also comply with the Texas Accessibility Standards, Elimination of Architectural Barriers, as contained in Texas Government Code, Chapter 469. Details can found on their website: <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.469.htm>

### **1.4 Declarations - Compliance with the Americans with Disabilities Act**

In accordance with the requirements of Title II of the ADA, the City will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities.

### **Employment**

The City does not discriminate based on disability in its hiring or employment practices and complies with all regulations circulated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

### **Effective Communication**

The City will, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they may participate equally in the City’s programs, services, and activities. These steps include but are not limited to: qualified sign language and/or language interpreters; documents in Braille; and other ways of making information and communications accessible to people who have speech, hearing, or vision impairment.



### **Modifications to Policies and Procedures**

The City will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of the City's programs, services, and activities. Anyone who requires auxiliary aid or service for, or has a complaint related to, effective communication, or a modification of policies or procedures to allow participation in a program, service, or activity in the City should contact:

City of Wylie ADA Coordinator  
Attn: Joe Tidwell  
300 Country Club Rd, Building 100  
Wylie, TX 75098  
972-516-6010  
Email: Joe.tidwell@wylietexas.gov

### **Surcharges and Fees**

The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services to accommodate access to or participation in programs or services.

### **Undue Burden**

The ADA does not require the City to undertake any action that would represent an undue financial and administrative burden. This determination will be made by the ADA Coordinator and must be accompanied by a statement citing the reason(s) for reaching that conclusion. This determination must be based on an evaluation of all resources available for use in the programs.

*"Undue hardship" means an action requiring significant difficulty or expense, when considered in light of the following factors: (1) The nature and cost of the accommodation needed. (2) The overall financial resources of the facilities involved in the provision of the reasonable accommodations, the number of persons employed at the facility, and the effect on expenses and resources or the impact otherwise of these accommodations upon the operation of the facility. (3) The overall financial resources of the covered entity, the overall size of the business of a covered entity with respect to the number of employees, and the number, type, and location of its facilities. (4) The type of operations, including the composition, structure, and functions of the workforce of the entity. (5) The geographic separateness, administrative, or fiscal relationship of the facility or facilities.*



## CHAPTER 2.0 COMPLIANCE WITH TITLE II REQUIREMENTS

This section references various parts of the Code of Federal Regulations (CFR), section 35, as it pertains to ADA requirements that the City must comply with or address as part of the transition plan. Details can be found on the ADA website: [www.ada.gov/reg2.html](http://www.ada.gov/reg2.html).

### 2.1 Notification

Applicants, participants, beneficiaries, and other interested persons have been notified of their rights and the City's obligations under Title II of the ADA as required by 28 CFR §35.106. This notification appears on the City's website: [www.wylietexas.gov](http://www.wylietexas.gov). Public meeting notices and agendas also include this notification.

### 2.2 Designation of Responsible Employee

The City has designated a responsible employee to coordinate its efforts to comply with and carry out the City's ADA responsibilities in accordance with 28 CFR §35.107(a). The ADA Coordinator has been designated to oversee compliance with the non-discrimination requirements and can be contacted at: City of Wylie ADA Coordinator, Attn: Joe Tidwell, 300 Country Club Rd, Building 100, Wylie, TX 75098 Telephone: 972-516-6010, or [joe.tidwell@wylietexas.gov](mailto:joe.tidwell@wylietexas.gov).

### 2.3 Self-Evaluation and Transition Plan

Title II of the ADA requires that the City conduct a self-evaluation of its services, policies, and practices and make modifications as necessary to comply with 28 CFR §35.105. The City completed the self-evaluation process on January 3, 2023 and solicited public comment for the period of May 2, 2023 to June 30, 2023. This transition plan is a living document that will be updated periodically to reflect the ongoing assessment and resolution/response to public comment. Updates will be provided as amendments to the plan, and the inclusion of additional annexes, and/or updates to the City's website: [https://www.wylietexas.gov/city\\_government/americans\\_with\\_disabilities\\_act/index.php](https://www.wylietexas.gov/city_government/americans_with_disabilities_act/index.php).

### 2.4 Establishment of Grievance Procedure

The City has established a grievance procedure for resolving complaints of violations in accordance with 28 CFR §35.107(b). Refer to Section 4.0 in this document.

### 2.5 Emergency Management

The City of Wylie Emergency Management Coordinator (EMC) develops, maintains and facilitates the all-hazard Emergency Management Plan as required by local, state and federal statutes and laws. During all emergency planning (mitigation, preparedness, response, and recovery), the City is committed to be in compliance with the ADA requirements as outlined in Chapter 7 under Title II (<http://www.ada.gov/pcatoolkit/chap7emergencymgmt.htm>) of the ADA. The EMC ensures that all parties with responsibilities under the Emergency Management Plan are aware of ADA requirements and that all programs and third party agreements are in compliance with ADA.





## CHAPTER 3.0 EVALUATION AND SUMMARY OF FINDINGS

### 3.1 Self-Evaluation Process

The self-evaluation is the City's assessment of its current policies, practices and procedures to determine compliance with the ADA. As part of this assessment, all the City's programs, services, and activities (PSAs), including those policies and procedures that are inconsistent with Title II requirements shall be identified and possible solutions provided within the adopted Transition Plan.

The City evaluated its PSAs for compliance with the ADA in the following areas:

- Identified all programs, activities and services.
- Identified City-wide Events.
- Reviewed Employee Safety.
- Reviewed all of the policies, practices and procedures that govern the administration of the City's programs, activities and services.

Recognizing that the City has limited funds, staff will utilize a variety of criteria for prioritizing the removal of physical barriers. Criteria may include, but not be limited to, the following:

- Frequency of public use;
- Nature of the programs offered at the facility;
- Public feedback obtained through the public input and grievance processes;
- Availability of funding (grants, development agreements, interlocal agreements, etc.);
- Policy modifications to ensure nondiscrimination; and
- Planning of future construction activity – Capital Improvement Plan/Annual Sidewalk Budgeting.

### 3.2 Self-Evaluation by Department

With an added and concerted effort beginning in 2021, the City conducted a self-evaluation of the accessibility of all City offered programs and events. The questionnaire provided the basis of identifying barriers and creating solutions to remove such barriers. The questionnaire was distributed to the following department liaisons:

- City Manager's Office
- City Secretary's Office
- Code Enforcement
- Public Information Office
- Emergency Management
- Engineering
- Facilities Management
- Fire
- Human Resources
- Information Technology
- Law Enforcement
- Library
- Municipal Court
- Parks and Recreation
- Planning
- Public Works
- Purchasing
- Utility Billing



In addition, the City conducted a physical audit of City facilities to identify barriers and then form recommendations and alterations in order to meet state and federal accessibility standards. The list of facilities surveyed include:

- City Hall
- City owned parking lots
- City owned curb ramps
- City programs housed in City owned and leased facilities
- Rita Smith Public Library
- Senior Recreation Center
- Wylie Recreation Center

Findings from these surveys are shown in [Appendix D](#) Self-Evaluation Findings and Recommendations section.

### 3.3 Action Taken to Improve Access

Strategies to achieve program accessibility include but are not limited to:

- Offer a service for applicants who are hearing impaired or hard of hearing.
- Provide a checklist prior to any public city wide event to recognize any ADA modifications needed.
- Provide a policy to address service animals as defined on City property.
- Adjust doors to meet ADA requirements.
- Auxiliary aids provided to produce effective communication during public meetings.

In 2009 the City implemented a citywide Sidewalk Improvement Plan as part of the Neighborhood Accountable Communities Through the Involvement Of Neighborhoods (A.C.T.I.O.N.) Plan adopted in 2007. The plan included assessing existing conditions of sidewalks and streets and implementing recommendations to improve walkability to comply with ADA regulations.

The City of Wylie established a Safety Committee in January 2010 for recommending improvements to our workplace safety program and to help in the identification of corrective measures needed to eliminate or control recognized safety and health hazards. The Safety Committee consists of one representative from each department plus five subject matter experts that includes the Fire Chief, Emergency Management Coordinator, Purchasing Manager, and Facilities Manager. The City added an ADA Coordinator to the list of subject matter experts in 2021.

The Safety Committee is responsible for these tasks:

- Provide safety activities including required quarterly and annual training as outlined in the adopted safety manual.
- Set goals concerning safety performance within the assigned department(s).
- Enforce all safety rules in coordination with the department management and supervisory staff.
- Review accident reports and recommend corrective actions.
- Attend and participate in quarterly safety meetings.

All employees of every level are responsible for maintaining a workplace free from recognized hazards that could result in injuries or accidents. Compliance training is provided to educate employees on identifying hazards and how to report hazards and other safety related concerns.



As new City facilities are constructed or existing buildings remodeled, the City has complied with State of Texas design requirements through review by the Texas Department of Licensing and Regulation (TDLR).

As part of the self-evaluation process, the following list summarizes activities related to evaluating existing conditions and implementing ADA required improvements and compliance:

- 2010 established an employee Safety Program.
- 2011 provided devices for the hearing impaired to be used during public meetings.
- 2018 adoption of the City's Thoroughfare Plan to guide future street improvements in the City.
- 2019 Civic Engagement to provide the citizens of Wylie an opportunity to learn about City departments and how we work together to make Wylie a great place to live, work, and shop.
- 2020 Downtown Strategic Plan with assistance from The North Texas Council of Governments:
  - Data collection.
  - Stakeholder and public involvement.
  - Strategic Plan Development.
- 2021 Appointed an ADA Coordinator.
- 2021 Comprehensive Plan Update:
  - City Council appointed 14 citizens to serve on the committee.
  - Joint Workshop held with City Council.
  - Joint Public Hearing held with City Council.
- 2021 Citizen Bond Committee:
  - City Council appointed 14 citizens to serve on the committee.
  - Four public meetings held.
  - 2021 GIS inventory of City's sidewalks, signalized and unsignalized intersections, crosswalks at major intersections.
- 2021-22 Citywide Sidewalk Repair Program through Public Works:
  - Completed 5,750 linear feet of concrete.
  - Spent approximately \$350,000 on sidewalk repair.

One of the key findings of these public involvement exercises is that the residents of Wylie support improvements to sidewalks and streets throughout the City, which led to the citywide Sidewalk Repair Program along with additional studies currently underway. Additionally, the City continues to work closely with TxDOT and the NCTCOG as part of the City's Downtown Strategic Plan. All of these projects comply with TxDOT's Self Evaluation and Transition Plan for compliance with the Americans with Disabilities Act (dated January 2004).



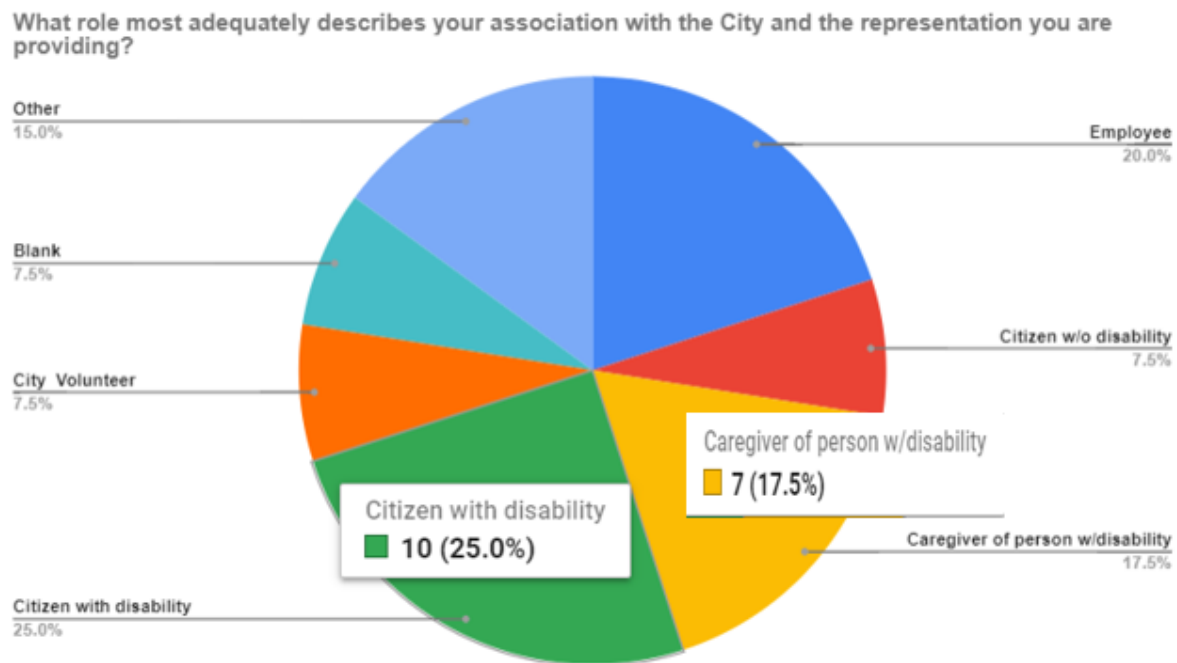
### 3.4 Public Outreach

The City provided the following opportunities for individuals and community organizations to comment on this Transition Plan:

- Public notice of a public survey period (June 1-30, 2023) via a City press release, direct email to targeted groups such as the local Rotary Club, Senior Recreation Center participants, and accessible on the City's website. The survey addressed accessibility of programs, services, and activities offered to the public. Forty completed surveys were received from community members, 15 of which are City employees.
- Results of survey made available on the City's website.
- Draft Transition Plan made available on the City's website.
- Paper copy of Transition Plan made available at the Smith Public Library, and the Senior Recreation Center.
- Public Hearing and adoption by City Council on August 22, 2023.

### 3.5 General Findings

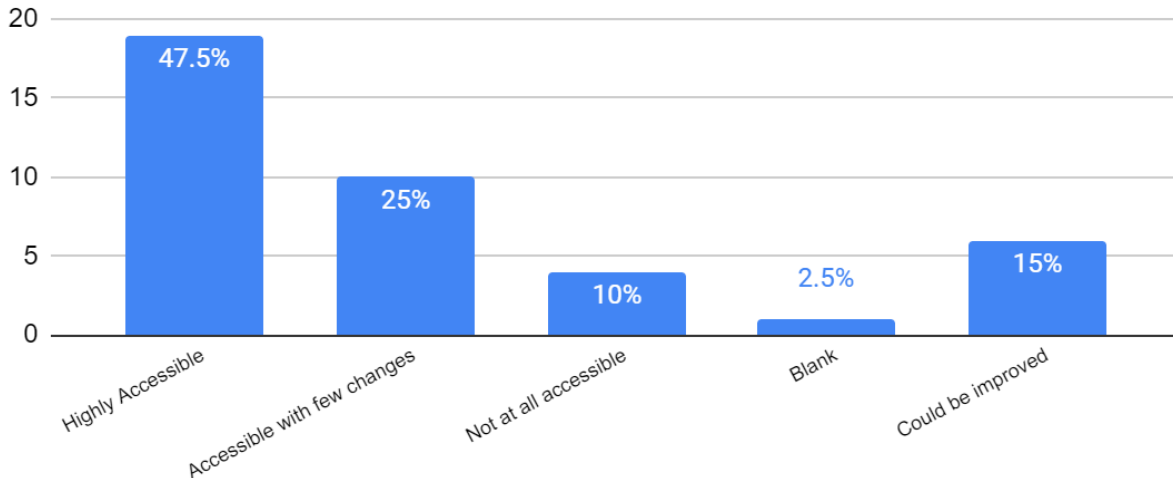
General findings and highlights received from the public state that 25% of the respondents are persons with a disability, while 17.5% stated they are a relative or caregiver of a person with a disability. A detailed summary of the findings can be found in [Appendix E](#).





Of the responses received, 47.5% of respondents feel the City is highly accessible, while 10% indicated the City is not at all accessible.

**How would you rate the City of Wylie's accessibility? This includes communications, programs, services, events, access to government facilities, parks, parking, trails, etc.**



In summary, the primary findings of the public survey are as follows:

- The City is generally accepting and accommodating of persons with disabilities, though there are still improvements to be made.
- Issues exist for wheelchair accessibility on sidewalks obstructed with signs, mailboxes, trash, and other debris, especially in downtown.
- Unable to participate in programs because activity or event was not accessible.
- Affordable wheelchair transportation is needed.
- Improve trail accessibility in neighborhoods.
- Larger Senior Center, including larger restrooms and higher toilets are desired.
- Community members frequently utilized programs and services such as library programs, downtown events, parades, recreation centers, and parks.



## CHAPTER 4.0 IMPLEMENTATION PLAN

### 4.1 Facility Cost Projections

Part of the Transition Plan process is to develop a reasonable Implementation Plan, including a schedule for completing the recommended improvements and the funding sources to be used. The ADA Coordinator is the responsible party for ensuring that the Transition Plan is implemented and barriers are systematically removed throughout the City. Cost projection summaries for the subject projects were developed by priority. To develop these summaries, bid tabulations from past City construction projects, along with the specific department's experience with similar types of projects, were the basis for the proposed improvement costs.

Initial funding to implement the immediate needs for compliance is provided by specific departments. Alternative funding opportunities are outlined below in section 1.3. The City's ADA Coordinator will work with department directors and budget personnel to determine future funding for barrier removal projects and programs.

### 4.2 Implementation Schedule

With limited funding, it is unfeasible to immediately remove all barriers to program access. The implementation schedule detailed below will be updated annually by the ADA Coordinator to account for progress during the year and for inclusion of new self-evaluations or ADA grievances.

Table 4.2A details the cost of implementation of priority improvements. Table 4.2B reflects an extended schedule over the next twenty (20) years. The City of Wylie reserves the right to change the implementation schedule to allow for flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, and changes in City programs to ensure effectiveness.

**Table 4.2A ADA Immediate Implementation Schedule**

Account	Facility Type	Estimated Cost	Implementation Schedule (years)	Approximated Annual Budget
100-5411-54220	Sidewalk Improvements	\$ 60,000	1	\$ 60,000
100-5411-54210	Streets and Alleys	\$ 184,667	1	\$ 184,667
100-5411-56040	Pavement Condition Index Program	\$ 100,000	1	\$ 100,000
100-5411-54220	Directional Ramps	\$ 20,000	1	\$ 20,000
100-5411-58570	Signalized intersections	\$ 158,342	1	\$ 158,342
112-5614-58150	Inclusive playground equipment (Community Park)	\$ 65,000	1	\$ 65,000
112-5614-58150	Poured in-place concrete (Community Park)	\$ 375,000	1	\$ 375,000
112-5614-58150	Inclusive playground equipment (Pirate Cove Park)	\$ 700,000	1	\$ 700,000
100-5132-54910	Facilities - Buildings	\$ 59,500	1	\$ 59,500
100-5181-56040	WAV Rideshare Program	\$ 235,000	1	\$ 235,000
		<b>TOTAL \$</b>	<b>1,957,509</b>	<b>\$ 1,957,509</b>



Table 4.2B ADA Extended Implementation Schedule

Account	Facility Type	Estimated Cost	Implementation Schedule (years)	Approximated Annual Budget
100-5411-54220	Sidewalk Improvements	\$ 5,197,500	15	\$ 346,500
100-5411-54210	Streets and Alleys	\$ 2,031,337	10	\$ 203,134
100-5411-56040	Pavement Condition Index Program	\$ 1,800,000	15	\$ 120,000
100-5411-54220	Directional Ramps	\$ 300,000	15	\$ 20,000
100-5411-58570	Signalized intersections	\$ 6,500,923	10	\$ 650,092
112-5614-58150	Inclusive playground equipment	\$ 275,000	5	\$ 55,000
100-5132-54910	Facilities - Buildings	\$ 4,700,000	20	\$ 235,000
112-5614-58150	Parks - Trails	\$ 300,000	15	\$ 20,000
100-5181-56040	WAV Rideshare Program	\$ 3,877,500	15	\$ 258,500
		<b>TOTAL \$ 24,982,260</b>		<b>\$ 1,908,226</b>

### 4.3 Funding Opportunities

The City will actively research and pursue alternate funding opportunities provided by the federal, state, and county governments, North Central Texas Council of Governments (NCTCOG) and other entities to complete the improvements in the Transition Plan.

### 4.4 Maintenance of Equipment and Features

All equipment necessary for use by a person with a disability, such as TTY machines, assistive listening systems, elevators, ramps, and lifts will be maintained in a working order. This equipment will be checked on a regular basis to confirm it is in operable condition. Facilities shall budget appropriately to ensure funding for maintenance and repairs.

Costs for facility modifications to improve accessibility to certain areas will vary depending on the scope of the project. Such modifications shall be brought to the attention of the ADA Coordinator.

### 4.5 Modifications and New Construction

In 2001, the City adopted a comprehensive Right-of-Way Management Ordinance governing any and all construction occurring within the public rights-of-way in the City of Wylie. Improvements to the right-of-way such as repaving (mill and fill, overlay, etc.), traffic signal modernization, sidewalk improvements and repairs, etc., require the City to update pedestrian facilities to meet ADA specifications. Therefore, the City's policy for paving operations is to update curb ramps at intersections with public streets and public alleys where sidewalks exist to the maximum extent feasible.

Since 2014, the City has required all new construction and reconstruction projects to adhere to the Public Right of Way Accessibility Guidelines (PROWAG) for all pedestrian facilities included in our projects.

### 4.6 Training

The City's commitment to accessibility and the Transition Plan shall be discussed with new employees during the employee orientation meeting. The City conducts quarterly training utilizing EEOC published guidelines regarding lawful means of identifying employees who might need assistance during emergency evacuations due to their disability. ADA Compliance is posted in all work areas.

Safety activities are included in the required quarterly and annual training as outlined in the adopted safety manual.





## CHAPTER 5.0 GRIEVANCE PROCEDURE AND INSTRUCTIONS

### 5.1 Purpose of Guidelines

The City utilizes many different approaches in removing barriers in the public right-of-way, including proactively identifying and eliminating the barrier, responding to public grievances and ensuring that discrimination complaints are handled promptly, effectively, and equitably. Under the Americans with Disabilities Act, anyone who believes he or she has been denied access to a City facility, program or service because of his or her disability may file a grievance. Anyone who is representing a person with a disability, as a parent, guardian, attorney or advocate, may do so as well. The City's grievance procedure is described below:

#### Step 1. Filing a Grievance

The complainant should fill out the ADA Complaint/Grievance Form ([Appendix B](#) or online: [https://www.wylietexas.gov/city\\_government/americans\\_with\\_disabilities\\_act/index.php](https://www.wylietexas.gov/city_government/americans_with_disabilities_act/index.php)), giving all of the information requested. A formal complaint must be filed with the ADA Coordinator as soon as possible, but no later than 30 calendar days of the alleged discriminatory act. The ADA Coordinator is required to acknowledge receipt of the grievance within 15 days (refer to [Appendix C](#)). Upon request, reasonable accommodations will be provided in completing the form, or alternative formats of the form will be provided. You may obtain a copy of the form by calling 972-516-6010, or by emailing Joe Tidwell, ADA Coordinator, at [joe.tidwell@wylietexas.gov](mailto:joe.tidwell@wylietexas.gov). Any retaliation, coercion, intimidation, threat, interference or harassment for the filing of a grievance, or used to restrain a complainant from filing, is prohibited and should be reported immediately to the ADA Coordinator or their designee.

#### Step 2. Investigation Process

Following the filing of a grievance, the ADA Coordinator or another authorized representative shall determine whether, and to what extent, an investigation of the grievance is warranted. The ADA Coordinator or their designee shall conduct any resulting investigation. A thorough investigation affords all interested persons and their representatives an opportunity to submit evidence relevant to a grievance. The ADA Coordinator will complete the investigation within 60 calendar days of receipt of the grievance. If appropriate, the ADA Coordinator will arrange to meet with the complainant to discuss the matter and attempt to reach a resolution of the grievance.

#### Step 3. Resolution

After full consideration of the merits of the complaint, the ADA Coordinator or other authorized individual will provide you with a written decision about the findings of the investigation and the action taken to resolve the grievance. The resolution of any specific grievance will require consideration of varying circumstances, such as the specific nature of the disability; the nature of the access to facilities; the safety of others; and the degree to which an accommodation would constitute a fundamental alteration to the facility, or cause an undue hardship to the City. Accordingly, the resolution by the City of any grievance does not constitute an admission of liability, guilt or a precedent upon which the City is bound or upon which other parties may rely. The ADA Coordinator or other authorized representatives shall maintain the confidentiality of all files and records relating to grievances filed, unless disclosure is authorized or required by law.

#### Step 4. Appealing the Decision

If the response of the ADA Coordinator does not satisfactorily resolve the issue, the complainant may appeal the response, to the City Manager's Office for a final determination. If at any time the complainant is not satisfied with the City of Wylie's handling of the grievance, the complainant may file directly with the United States Department of Justice or other appropriate state or federal agency.





## CHAPTER 6.0 EMERGENCY MANAGEMENT

A priority of the City's Office of Emergency Management is helping people prepare for and respond to emergencies. Making local preparedness and response programs accessible to people with disabilities is a critical part of this responsibility.

### 6.1 Access to 9-1-1 Services

The City collaborates with Collin, Dallas, and Rockwall Counties for all 9-1-1 services.

### 6.2 Functional Needs Assessments

A functional needs assessment of the local residents will assist in ensuring that emergency management procedures comply with the ADA. Functional needs assessments are encouraged as part of the City's Emergency Operations Plan in order to facilitate the notification, evacuation and sheltering phases of an emergency incident. The State of Texas currently has a functional needs registry that is available to any individual who may require additional assistance. This is a voluntary, confidential registration and individuals may apply through the Texas Information Referral Network (2-1-1) or online through the State of Texas Emergency Assistance Registry ("STEAR"):

<https://www.tdem.texas.gov/response/state-of-texas-emergency-assistance-registry>.

STEAR will provide the City with a list of individuals requiring assistance. All information will remain confidential and at no time will names, addresses or other personal information be published, sold or provided to any third parties unless otherwise required by law. The City will utilize public outreach to educate citizens regarding this registration process.

### 6.3 Functional Needs Planning

Planning for local residents with Functional Needs is contained in the City of Wylie Emergency Operations Plan in Annexes A Warning, B Communication, C Shelter and Mass Care, E Evacuation, I Emergency Public Information, O Human Services, and S Transportation.



## CHAPTER 7.0 CONCLUSION

Services and programs offered by the City to the public must be accessible for all citizens and reasonable accommodations must be made for those with disabilities. The process of making City facilities and programs accessible to all individuals will be ongoing and the City will continue to review accessibility issues through self-evaluation, resolution of complaints, and by making reasonable modifications to various programs. The City has made progress towards improving accessibility as seen by the following actions:

- Designation of an ADA Coordinator
- Implementation of an ADA grievance procedure
- Conducting an ongoing self-assessment to identify issues needing to be resolved
- Complying with Federal and State requirements as facilities are modified or constructed
- Planning future improvements through the capital improvement program

Implementation and budgeting of the recommendations in the Transition Plan will continue to require planning, resources, staff training, interdepartmental coordination, and collaboration throughout the organizational structure and the public. The City recognizes that compliance with the ADA is not a “one-time” event and requires strategic planning and an ongoing commitment to provide equal access to its programs, services, and activities.



The ADA Transition Plan is the City’s blueprint to schedule and track its progress on upgrades and renovation projects as well as the development of new projects and buildings. It is imperative that the City collaborate with the community to work together to identify and resolve accessibility issues. Periodic updates will be made to the Plan and published on the City’s website.

**APPENDICES:**

Appendix A: Contact Information

Appendix B: Grievance Form

Appendix C: Acknowledgement Letter for Receipt of Grievance

Appendix D: Self-Evaluation/Findings/Recommendations

Appendix E: Public Outreach Survey Results

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## APPENDIX A – CONTACT INFORMATION

<b>City of Wylie ADA Coordinator</b> Joe Tidwell 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6010 Email: <a href="mailto:Joe.tidwell@wylietexas.gov">Joe.tidwell@wylietexas.gov</a>	<b>Risk Administrator</b> Lynn Fagerstrom 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6048 Email: <a href="mailto:lynn.fagerstrom@wylietexas.gov">lynn.fagerstrom@wylietexas.gov</a>
<b>City Manager</b> Brent Parker 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6012 Email: <a href="mailto:brent.parker@wylietexas.gov">brent.parker@wylietexas.gov</a>	<b>Deputy City Manager</b> Renaë Ollie 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6009 Email: <a href="mailto:renae.ollie@wylietexas.gov">renae.ollie@wylietexas.gov</a>
<b>Assistant City Manager</b> Lety Yanez 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6006 Email: <a href="mailto:lety.yanez@wylietexas.gov">lety.yanez@wylietexas.gov</a>	<b>City Secretary</b> Stephanie Storm 300 Country Club Rd, Building 100 Wylie, TX 75098 972-516-6022 Email: <a href="mailto:stephanie.storm@wylietexas.gov">stephanie.storm@wylietexas.gov</a>

**City of Wylie**  
[www.wylietexas.gov](http://www.wylietexas.gov)

**United States Department of Justice - Civil Rights Division**  
[www.ada.gov](http://www.ada.gov)

**Texas Accessibility Standards**  
<https://www.tdlr.texas.gov/ab/abtas.htm>



## APPENDIX B – GRIEVANCE FORM

### City of Wylie - ADA Complaint / Grievance Form

Complainant: \_\_\_\_\_

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Street Address & Apt. No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

When did the discrimination occur? Date: \_\_\_\_\_

Please provide a complete description of the specific complaint or grievance:

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Please specify any location(s) related to the complaint or grievance (if applicable):

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Please state what you think should be done to resolve the complaint or grievance:

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Please attach additional pages as needed.

☐ Please do not contact me personally.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to: City of Wylie ADA Coordinator, Attn: Joe Tidwell, 300 Country Club Rd, Building 100, Wylie, TX 75098. Upon request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats. Contact the ADA Coordinator at the address listed above, via telephone 972-516-6010, or e-mail [joe.tidwell@wylietexas.gov](mailto:joe.tidwell@wylietexas.gov).



## APPENDIX C – ACKNOWLEDGEMENT LETTER FOR RECEIPT OF GRIEVANCE

{Date}

{Complainant Name or Name of Representative}  
{Address}

### **Re: Acknowledgement of Receipt of Grievance**

Dear Mr./Ms. {Complainant Name or Name of Representative}:

This letter is to inform you that Mr. Joe Tidwell, City of Wylie ADA Coordinator, received your grievance on {date} regarding {insert brief statement of Complainant's grievance}. Please find enclosed a description of the City of Wylie Grievance Process, including notification of your right to request a State hearing at any time during the grievance process.

We take your grievance very seriously and are continuing to work toward resolving the issue.

Within 90 calendar days of receiving your grievance, Wylie City staff will provide you with a written response about the findings of the investigation and the action taken to resolve the grievance. If you feel that waiting 90 calendar days represents a serious health threat, we will expedite the review process to a decision within 72 hours of receiving your grievance.

You may contact Lynn Fagerstrom at 972-516-6040 at any time for information about your grievance. The hearing impaired may call 711, which is the relay service provided by the Federal Communication Commission.

Thank you for working with us to resolve this matter.

Sincerely,

Lynn Fagerstrom  
Human Resources Risk Administrator

Enclosures



## APPENDIX D - SELF-EVALUATION/FINDINGS/RECOMMENDATIONS

### Public Meetings:

Findings	Recommendations
ADA verbiage is posted on the City's website 72 hours before meetings and prefer a 48-hour notice if ADA accessibility is required. Microphones and the podium are ADA accessible and can be moved for accessibility. City hall and the council chamber allow for plenty of room to maneuver a wheelchair. ADA seating is also available.	Verbiage announcements regarding ADA accommodations will be reviewed for future meetings. Will also look into training staff to recognize potential ADA needs to be addressed prior to the meetings.
Video communication is not closed caption. The current video system does not include audio descriptors. Anyone needing Assistive Listening Devices are available upon request.	Closed Caption can now be turned on for meetings. The exception is WEDC meetings.
Access to the City buildings are wheelchair accessible and are clearly marked. Each City building has conveniently marked handicapped parking at each parking lot. The side door of City hall is for employee use only.	
Regarding hearing impaired accommodations, the City does not currently have a sign language interpreter on staff. A contract sign language interpreter can be pre-arranged with prior notice. Staff is available to assist with speaker cards when requested for individuals wishing to communicate public comments. Public comments are limited to three minutes and additional time is allotted for those with disabilities.	

### Public City-Wide Events:

Findings	Recommendations
The City currently does not have a checklist prior to any events to recognize any ADA modifications needed, nor is staff trained in advance to recognize these needs. However, employees are always available to make accommodations. Should an emergency occur during an event the incident commander takes charge and the public will be notified through Nixle alerts.	The City is currently implementing a checklist for future use.
In the event of an evacuation, local hospitals have been identified for transport, along with other	



transportation. The emergency operations team takes charge in emergency situations.	
The City has a historical home within the downtown historic district that is open to the public. The home includes a wheelchair access ramp. During public events at the City's historical home, the Public Works department assists in setting up and makes modifications for the public, volunteers and employees.	

### Employment:

Findings	Recommendations
Currently the City does not contract with an agency that recruits or seeks employees with disabilities.	The HR Director and HR Analyst over recruitment are currently researching other special job posting websites.
The City of Wylie displays ADA notices in all work areas along with an ADA grievance process. ADA notices are posted in the common areas in each department and in the employee's break room area.	
Job descriptions as well as job advertising postings include detailed information about job requirements, both physical and related to job duties. When setting up an interview, the candidate is asked if any accommodations are needed prior to the interview. If so, accommodations are arranged at that time.	The HR Director will continue to train hiring managers to ask applicants if any accommodations are required for the interview process.
The City does not have a service for those applicants that are deaf or hard of hearing.	The HR Director will look into a process to offer a service for those applying who may be hearing impaired or hard of hearing.
The HR Director conducts annual supervisor training that covers topics in etiquette and legal question formation for the hiring selection panel. This information is sent to each hiring manager upon a job being posted to make certain these areas are covered during the selection panel. Supervisors are trained on a case-by-case matter with ADA accommodations.	
Current job openings inform candidates of reasonable accommodations that are available and appropriate during the selection process.	





Medical, ADA and Worker Compensation Employee records are kept separate from regular personnel files and maintained in a confidential manner. The City is in Compliance with ADA record keeping regulations in regards to health and special needs.	
The Department of Labor and ADA website are resources used in the decision-making process for reasonable accommodation. HR has steps in place to determine employees with disabilities.	
Policies for reasonable accommodations are not readily available to employees or candidates for employment.	A policy is currently in review and upon approval by the City Manager.
The City Employee Handbook contains information on reasonable accommodations to include performance of essential functions, the selection process and the receipt of benefits and privileges of employment. The City benefits are outlined in the handbook and do not change outside of those policies. HR does address accommodations for performing essential functions in the handbook via training.	
The reasonable accommodation policy requires an interactive process which includes; disability disclosure, interactive problem solving, accommodation selection, accommodations implementation and ongoing follow up to ensure effectiveness. This process is assigned to HR personnel and filed in the employee's confidential medical file that is kept separately from other employees.	
Supervisor training is ongoing and includes training for recognizing an employee's needs with reasonable accommodations. Training includes that supervisors should be observant and not wait for an employee to request a specific ADA accommodation.	
Undue hardship for reasonable accommodations and cost associated, how is this budgeted?	An SOP is drafted for the determination process. Cost of hardships are on a case by case basis. Budget should fall under Special Services. Steps are taken to ensure the requirements for specific job functions are job related.



Employment postings include a description of nondiscrimination policy for all jobs listed. Guidance from EEOC is also used to identify employees who might need assistance.	
Emergency plans are carried out with the current staff in place and coordinated with the Fire Department. The Safety Coordinator plans drills for the department safety liaisons. These drills are scheduled annually.	The safety committee is exploring whether or not persons with disabilities are involved with the planning of drills.

### Evacuations/Safety:

Findings	Recommendations
Evacuations for City events and safety processes are evaluated, conducted, and carried out with the Emergency Operations Task Team. This team determines the safest process with all persons and ADA requirements. This is a cooperative effort with Fire and Police.	More actions and procedures are needed to communicate with employees during such an event.
The City has a mandated new hire orientation for all employees that includes emergency evacuations, as well as Stop the Bleed and active attacker training. Classes are held quarterly.	
The City has a safety committee in force to prepare departments on the safest direction to evacuate, however, little consideration has been made for those with disabilities such as wheelchairs, blindness and hearing.	The City will work with the Fire Department to prepare a plan for such events for those with ADA needs.
Drills for emergency preparedness are held annually. In 2022, the Emergency Management Coordinator conducted the table top drills. Ongoing annual drills will be performed by the safety committee.	
If prolonged sheltering in place is necessary, is there a means of obtaining accessible cots, medications, and medical supplies? Are there professionals who can help?	The City has an agreement with WISD for the use of facilities, reception and care during emergencies.


**Communications:**

Findings	Recommendations
Public notices are displayed in Times New Roman font size 11. This is the preferred standard print for City communication.	
Closed caption is auto generated with social media and not currently on the City website. The Boards and Commission board is currently seeking to develop a closed caption meeting.	Closed Caption can now be turned on for meetings. The exception is WEDC meetings.
The City does not currently have computer access for the public, however, there is access to computers at the library.	These computers do not have visual accessibility at this time and will be explored for the FY 24-25 budget cycle.
City publications are sent out monthly in the form of a newsletter, and the City has daily social media posts. As needed, press releases are published. Staff is trained in appropriate use of “person first language.” Staff review publications to ensure no offensive images or language. Materials sent out are not offered in alternative formats.	
The main phone line is automated to route callers to specific departments. Phone lines are in English. No services are offered on a touch screen unless on a personal tablet or cell phone. Currently there is no option for a second language or hearing-impaired callers.	
The website offers live and recorded video for the public meetings. The meetings are an audio/video recording.	Currently there is no policy in place to secure video remote interpreting services (VRI).
The Public Information Officer does not have an on staff sign language interpreter nor is one used each time a press release is published. A sign language interpreter has been used in critical situations. The interpreter is often situated next to the speaker.	
City Hall has a TV video message display. Messages include upcoming events, hours of operation and other general messages. This TV video display is not audio, nor closed caption.	
City Hall does not utilize a public address system with interactive devices for the hearing impaired.	The Operations Department (IT/Facilities) has previously budgeted for an intercom system for



Braille is available on elevators, doors and public restroom areas. Assistive listening devices are available through the video/audio system in the Council Chambers.	City Hall. No action has been taken at this time.
Announcements are distributed electronically in a PDF format. PDF format is distributed through online and email distribution. Word documents are a preferred format.	

### Website:

Findings	Recommendations
The Public Information Officer is currently redesigning the website.	Update and redesign the City website to be compliant with ADA requirements.
Website information conveyed is typically in black and white. Information and documents are organized and easy to read without an associated style sheet. Columns and headers are identified for data tables. Updates are addressed the same way for all City public websites.	Information on the website is not available in color.  At this time, we will have to research if redundant text links are available for each active region of a server-side image map.
Are systems in place that may time out while a person is giving a response? If yes, is there a way that the user is warned and can obtain more time without losing data?	Currently we are not aware of any systems that time out. Will need to investigate this more closely.
Has the City reviewed Title II of the ADA to ensure their website and programs are compliant with ADA?	Systems have been reviewed, and are not in compliance. Staff is working on bringing the site into compliance.

### Employee Policy:

Findings	Recommendations
The City does not have a mobility policy in place, and currently not prohibited, the Council Chambers does have an area accessible for such devices.	No policy is in place and has not yet been updated as required by 28 CFR 35.137. Staff will work on implementing a policy.
How does the City research purchases of new equipment and how is access determined?	The City does not have a process in place to determine what new equipment is accessible for communication and transportation, etc. These policies will go into review and update with findings and changes.
The City does not currently have a policy in place to prohibit discrimination of former illegal drug	The City is considering updating such policies.



usage.	
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### Employee Training:

Findings	Recommendations
The City employee handbook manual gives clear instructions on etiquette, language, and City's legal disability civil rights mandates. The City Employee Handbook is reviewed consistently and updated as needed.	
City vendors are expected to hold the same standards as employees.	The City is in the process of adding this to its policy.
City maintenance staff are trained to recognize access and safety issues. Training is always ongoing.	
Law enforcement employees receive disability training from the OSS Academy.	
Are there any areas noted above that should be studied with this self-evaluation?	There are no specific areas; however, safety and recognizing areas of access for disability is consistent for any modification if needed.

### Employee ADA:

Findings	Recommendations
The City utilizes EEOC published guidelines regarding lawful means of identifying employees who might need assistance during emergency evacuations due to their disability.	Initial training took place July 12, 2022 with ongoing training taking place quarterly. Currently establishing a redundancy plan for the absence of the department liaison. All emergency plans are coordinated with the Fire Department and continue being facilitated by the safety liaisons.
How are staff and visitors accounted for after an evacuation?	The Emergency Management Coordinator is visiting with each department and discussing the process. Everyone should have situational awareness of who is in the department that day and who is not. A supervisor or designee will be responsible for accounting for everyone at the designated meeting place.
ADA compliance is posted in all work areas.	
Supervisors are responsible for the reasonable accommodation request for employees with ADA	Supervisors attend a regular supervisors training organized by Human Resources that include



needs when requested by the employee. Included in these requests are medical inquiries.	ongoing training and the procedure for making requests for medical or ADA accommodations. Included in training are any legal requirement training essentials.
Employees needing reassignment of a position are reviewed on a case by case basis by the HR Director. The reassigned employee must be able to perform the essential functions of the new position with or without reasonable accommodations. The reasonable accommodations process is handled with a full ADA Interactive process in place through HR.	No policy is in place for prohibiting staff from competing for the position they are being assigned to.
Has the guidance for employers issued by the EEOC, concerning identifying staff with disabilities that may need assistance in an emergency been used? If yes, how often is it used?	No, however, HR has steps in place to identify staff with disabilities.
Is a statement disseminated to all staff annually putting them on notice that the City of Wylie has prohibited disability discrimination or harassment including jokes or inappropriate language?	Training was added to the 2022 in-service day agenda and will be covered each year in all employee in-service day training.
HR has drafted a guideline to follow in determining undue hardship and reasonable accommodation process. Steps are taken into place to determine that the requirements of a position are met and are job related.	An SOP document in HR has the guidelines.
Steps are taken to ensure alternative formats are available for applicants with various disabilities.	These formats are reviewed case by case. Various accommodations are made, such as hiring a tutor and allowing extra time, etc.
All job postings/openings are announced with the nondiscrimination policy concerning persons with disabilities.	
The City uses guidelines published by EEOC regarding lawful means of identifying employees who might need assistance during an emergency due to their disability.	
Are persons with disabilities involved in emergency plan creation, drills and debriefings?	The safety coordinator liaison, has partnered with the Emergency Management Safety Coordinator for further action on this training. They will be looking into adding persons with disabilities to complete training.



	HR will revisit this concern once the ADA plan is in place.
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How are safety coordinator liaison coordinating with departments in assisting persons with disabilities during emergencies.	Currently there is no action plan, however, training continues in 2023 for an action plan and for redundancies made in the assignment.
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### Citywide Events:

Findings	Recommendations
Reverse 911 System Notification Alerts.	The City has a Nixle Alert system that can identify alerts for areas, sections or a portion of the City to alert those areas of any emergencies, delays, etc.
Emergency Events are at the command of the Incident Commander.	Evacuations and safety processes are at the command of the Incident Commander.
In the case of an evacuation where accessible vehicles, drivers, fuel, and appropriate destinations are needed, the City does have procedures in hand. Evacuations of buildings are conducted with a public safety check to ensure the area is clear.	
How is new staff oriented regarding the emergency plan? Are drills held? Do emergency plans drills involve persons with disabilities? Are safety drills held and do they involve different incidents? Is the ADA coordinator involved with these drills?	All new City employees attend an orientation that involves mandated courses in active attacker, severe weather and fire. The City has held active drills that have included staff with disabilities in the past. The ADA Coordinator position is new and will be involved in future drills.
In response to bomb threat evacuations the site is checked for explosives before it is populated. If the need arises for decontamination before leaving, a procedure is in place to hold all parties on site until decontamination has been completed. Emergency response team has procedures set in place to evacuate and decontaminate areas in case of emergency.	
How are emergency evacuations handled?	Emergency response teams have travel and routes pre-planned with the Fire Department, as well as staging for emergency equipment and needed ADA.





### Law Enforcement:

Findings	Recommendations
Have the City of Wylie first responders been trained regarding disability civil rights mandates, under State and Federal laws?	Wylie first responders attend Crisis Intervention Training.
The Public Safety Building has ADA standards in the holding and booking areas of the jail. Visitor areas of the holdings also are ADA accessible. Service animals of inmates cannot be accommodated at the holding area.	Inmates have access to a phone system; however, it is not ADA compatible. Inmates needing an interpreter may request an interpreter be called in. Service animals of inmates will be released to family members or animal services.
Wylie Police Officers have access to a sign interpreter through the 911 Dispatch Center. Dispatch has TTY and training is implemented every six months.	
Officers are trained in best techniques for communication with persons with disabilities and officer safety. Areas of training include hard of hearing, mental impairment, crisis intervention and drug impairment.	
Wylie public safety staff are training in crisis management to address competing disabilities ( <i>i.e. someone is on the bus with a service dog and another person on the bus has a phobic response to the dog and wants it removed as an accommodation. Both have rights to be considered. The passengers are in conflict.</i> )	
In the case of an emergency, a registry of persons with disabilities is kept on file. The City does not refer to the US Department of Justice guidance regarding disasters.	
If prolonged sheltering in place is necessary, what procedures are in place?	Procedures are coordinated through the Safety Coordinator; emergency cots, medication and other necessary items will be made available.

### ADA Programs:

Findings	Recommendations
The City of Wylie has a plan for ADA Notice and Grievance dissemination. The ADA Coordinator handles the fact finding in grievance administration.	Currently the ADA Notice of Compliance is under review and will be updated by the Deputy City Manager.





Does the ADA Coordinator Office have access to City senior management?	ADA Coordinator and City Management are both located in the same building for easy and quick access for civil rights and disability issues.
ADA Coordinator and Risk Management are both responsible for reasonable accommodations to applicants and employees in accordance with U.S. Equal opportunity Employment Opportunity Commission under Title 1 of the ADA.	
Undue hardship is determined by the ADA Coordinator and a panel. The determination is based upon its nature and whether it meets the definition contained within the regulation.	Currently there is no anti-surcharge policy in place and will be adopted in the future by the City of Wylie.
There is no language in place to hold vendors applicable with State and Federal disability civil rights mandates.	This is currently in review.
A person with disability who believes they have been discriminated against by a City vendor, will go through the City's complaint procedures.	The City will need to research procedures for events, to make certain there is a checklist prior to events that cover any persons with disability and assure proper access is not denied.
Service animals on City property are addressed by individual departments. Should an animal need to relieve itself they would be required to step outside the building. Incidents involving service animals should be addressed with immediate supervision.	At this time no policy is in place to address these incidents. The Deputy City Manager is currently working on city-wide amendments to Chapter 18 of City Code.
Policy is not yet in place to address policy modifications and determination of undue burden; nor to address direct threat; or maintenance of accessible features.	These policies will need to go under review with assistance from the ADA Coordinator.
Guidance is always available from staff to accommodate the needs of the public, volunteers and employees. The City and its employees are committed to serving the access ability for those who are in need due to a disability or mobility issue. Not limited to moving furniture, making more room for access or reach access.	



## APPENDIX E - PUBLIC OUTREACH SURVEY RESULTS

*Results from surveys are taken directly from the survey responses received.*

### 1. How would you rate the City of Wylie's accessibility? This includes communication, programs, services, events, access to government facilities, parks, parking, trails, etc.

Answers	Count	%
Highly accessible	19	47.5
Accessible with few challenges	10	25
Generally accessible, but could be improved	6	15
Not at all accessible	4	10
Blank	1	2.5
Total	40	100

#### Additional Comments:

Never know of any events. Can't access them if I did know of them. No wheelchair access in Wylie.

Nothing to do in Wylie. Most boring place in the world.

City goes above and beyond. Makes facilities accessible and makes you feel welcome.

Needs affordable transportation for people in wheelchairs.

I really don't have a problem. My problem has been to try to remember my access to roads since I was isolated during the Pandemic.

No sidewalks or street lights in most places need taller toilets and handrails.

Higher toilets, larger restrooms, no touch faucets, handrails near toilets for safety, room for walkers at Senior Center.

I can't really give complete answers to some questions. I'm not aware of everything.

### 2. How well do City of Wylie's policies and procedures support people with disabilities?

Answers	Count	%
Very well	16	40
Somewhat	8	20
Needs improvement	4	10
Not sure	10	25
Blank	2	5
Total	40	100



**3. Do you know who to contact if you need assistance, have a concern or complaint, or need accommodations to access a facility or service?**

Answers	Count	%
No, I don't know who to contact	19	47.5
Yes, I do know who to contact	20	50
Blank	1	2.5
Total	40	100

**4. Have you ever experienced or observed a situation when you or another individual were unable to participate in a program, access information, or obtain services due to any of the following circumstances? (check all that apply)**

Answers	Count	%
Building not accessible	3	6.8
Educational program not accessible	1	2.3
Material not available in alternate format	1	2.3
Interpreter not provided	2	4.5
Activity or event not accessible	5	11.3
Services not accessible	4	9.1
Website not accessible	1	2.3
Not applicable	23	52.3
Other (please specify)	4	9.1
Total	44	100

**Please briefly explain the situation:**

Trail in neighborhood not accessible from a pathway, must walk in street 100' to ramp.

Educational programs not accessible, activity not accessible, service not accessible.

Interpreter not provided and hearing impaired.

Affordable wheelchair transportation.

I am satisfied with city services so far.

Senior Center is great. Not sure anywhere else.

Senior Center needs a bigger building. Exercise classroom is not big enough, too many people want to take the same classes or trips and they fill up quickly. Very inconvenient when kicked out for voting.

Only exercise at Senior Center.

Lives in Murphy-no vehicle.



**5. Have you ever requested an accommodation for a disability from the City?**

Answers	Count	%
Yes	6	15
No	32	80
Blank	2	5
Total	40	100

**5a. Was your accommodation provided?**

Answers	Count	%
Yes	4	10
No	4	10
Blank	32	80
Total	40	100

**5b. Were you given a reason why it was not provided? Please describe:**

The City does not offer transportation.

Not available.



**6. Check all programs, services or activities in which you participate at a City facility.**

Answers	Count	%
Classes	20	19.2
Seminars	10	9.6
Recreation	19	18.3
Volunteer	9	8.7
Meetings	16	15.4
Work (Employees)	15	14.4
Sporting Events	6	5.8
Blank	1	.9
Other	8	7.7
Total	104	100

**If other, please describe:**

Community Events  
 Clear policy for staff and better tools for communication.  
 Wylie Senior Center.  
 Exercise class.

**7. What do you feel should be the City's highest priority to improve accessibility for persons with disabilities?**

-Have access for those in a wheelchair. Stop blocking sidewalks with signs, mailboxes, trash, and other debris. Allow ramps to be accessible. Just because you may have a few doesn't mean someone in a wheelchair can use them. Most have too much of an incline or stupid bumps so the wheelchair gets stuck or the person doesn't have the strength to get over them. Downtown sidewalks are blocked with tables, chairs, flower pots, or signs that make it impossible to access. Doors can not be opened while in a wheelchair. Staff is usually rude or nasty to have to deal with someone in a wheelchair or they just push past as if the person doesn't matter. Wylie is horrible! Also no transportation for wheelchair bound people making life limited to their home. Wylie is the worst place to live.

- ADA Ramps.
- Updated Signage.
- HR strengthening handbook.
- Accommodate individual w/disability.
- No Opinion.
- Clear policy for staff.
- Communication Skills.
- Interior doors to each dep have automatic door openings.
- Ensure all pathways/sidewalks are accessible to people in wheelchairs. Ensure all public places that have a door also have a button to be able to electronically open the door for people in wheelchairs.
- Have affordable transportation for people wheelchair-bound.



-No comment.

-በበጎ ፈቃደኝነት ሊያገለግሉ የሚችሉ የሰው ሀይል መጪመር፡፡ (Google Translation: Increasing human resources that can serve as volunteers).

-Keep up the good work.

-Bigger Bldg.

-New Restrooms.

-Closer handicap parking; city hall/library/improve handicap restroom at Senior Center.

-Transportation.

**8. What role most adequately describes your association with the City and the representation you are providing?**

Answers	Count	%
Member of the public with a disability	10	25
Member of the public without a disability	3	7.5
Relative or caregiver of a person with a disability	7	17.5
City volunteer	3	7.5
City Employee	8	20
Other	6	15
Blank	3	7.5
Total	40	100

**9. If the city were to establish an ADA Committee, would you be interested in serving in a volunteer capacity?**

Answers	Count	%
Yes	12	30
No	25	62.5
Maybe	1	2.5
Blank	2	2
Total	40	100

**Notes:**

Provided there are zoom meetings after 5:00.

Maybe-depends on location of meeting.



# Wylie City Council

## AGENDA REPORT

**Department:** Finance      **Account Code:** \_\_\_\_\_  
**Prepared By:** Melissa Brown

### Subject

Hold a Public Hearing, consider, and act upon, Ordinance No. 2023-39 adopting a budget for all City funds, including the Wylie Economic Development Corporation (4A) and the Wylie Parks and Recreation Facilities Development Corporation (4B) and appropriating resources for Fiscal Year 2023-24 beginning October 1, 2023 and ending September 30, 2024.

### Recommendation

Motion to approve the item as presented.

### Discussion

The tax rate proposed for the FY 2023-2024 budget is .538882 per \$100 assessed valuation which is three cents above the New Revenue Rate.

The Fund Summary included in the packet shows appropriable funds of \$185,995,858 which represents all operating funds, debt service funds, and capital funds. This total also includes the budgets for the Wylie Economic Development Corporation (4A) and the Wylie Parks and Recreation Facilities Development Corporation (4B).

The City has met the requirements of Local Government Code Chapter 102 which requires us to hold a public hearing after providing notice. The Proposed Budget Summary and Notice of Public Hearing was published in the Wylie News on August 16. The vote to adopt the budget must be a record vote. The adoption of the FY 2023-2024 tax rate is presented as a separate item.

## ORDINANCE NO. 2023-39

**AN ORDINANCE OF THE CITY OF WYLIE, TEXAS, ADOPTING A BUDGET AND APPROPRIATING RESOURCES FOR FISCAL YEAR 2023-2024, BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; REPEALING ALL CONFLICTING ORDINANCES; CONTAINING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Manager and staff have prepared and filed with the City Secretary a proposed budget for operation of the City during Fiscal Year 2023-2024; and

**WHEREAS**, the proposed budget appears to be in form and substance which fully complies with all applicable provisions of the City Charter and State law; and

**WHEREAS**, the proposed budget has been available for public inspection and review; and

**WHEREAS**, the City Council on August 22, 2023, conducted a public hearing to receive input from the citizens of the City concerning the content of the budget; and

**WHEREAS**, the Council having considered the proposed budget at length, and having provided input into its preparation, has determined that the proposed budget and the revenues and expenditures contained therein is in the best interest of the City and therefore desires to adopt the same by formal action;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS:**

**Section 1.** That the proposed budget of the revenues of the City and the expenses of conducting the affairs thereof, as summarized in the attached Exhibit A and fully incorporated herein by reference, be, and the same hereby is, completely adopted and approved as the Budget for the City for Fiscal Year 2023-2024.

**Section 2.** That the sum of one hundred eighty-five million, nine hundred ninety-five thousand, eight hundred fifty-eight dollars, \$185,995,858 is hereby appropriated for the City's FY 2023-2024 Budget. These funds are payment of operating, capital, and debt service expenses associated with the operation and administration of the City according to the various purposes and intents described in the FY 2023-2024 budget document.

**Section 3.** The specific authority is hereby given to the City Manager to transfer appropriations budgeted from an account classification or activity to another within any individual department or activity; and to transfer appropriations from designated appropriations to any individual department or activity as provided in the City Charter.

**Section 4.** Should any paragraph, sentence, sub-division, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part or parts as declared to be invalid, illegal, or unconstitutional.

**Section 5.** This ordinance shall be in full force and effect from and after its adoption by the City Council pursuant to the law and the City Charter.



**Section 6.** That all other ordinances and code provisions in conflict herewith are hereby repealed to the extent of any such conflict or inconsistency.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, on this the 22<sup>nd</sup> day of August, 2023.

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Matthew Porter, Mayor

ATTEST:

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Stephanie Storm, City Secretary

## FY2024 PROPOSED BUDGET NOTICE FOR THE CITY OF WYLIE

This budget will raise more total property taxes than last year's budget by \$3,152,610 or 9.02%, and of that amount, \$1,145,108 is tax revenue to be raised from new property added to the tax roll this year.

### NOTICE OF PUBLIC HEARING AND BUDGET SUMMARY FOR FY2024 CITY OF WYLIE

NOTICE IS HEREBY GIVEN, pursuant to Article VII Section 3 of the City of Wylie City Charter, that the Wylie City Council will conduct a public hearing on the proposed City Budget for Fiscal Year 2024 on the 22nd day of August 2023, at 6:00 p.m. in the Council Chambers of the Wylie Municipal Complex, 300 Country Club Rd, Wylie, TX. Copies of the proposed budget are available for inspection by the public at the Rita and Truett Smith Public Library, the City Secretary's Office and the City Manager's Office during regular business hours, and can be viewed online at [www.wylietexas.gov/departments/finance/budget.php](http://www.wylietexas.gov/departments/finance/budget.php).

The following is a General Summary of the budget which has been proposed.

### SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

#### ALL OPERATING AND CAPITAL FUNDS

#### FISCAL YEAR 2023-2024 BUDGET

			<u>DEBT SERVICE FUNDS</u>		<u>CAPITAL PROJECTS FUNDS</u>	<u>PROPRIETARY FUND</u>	
	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>G O DEBT SERVICE</u>	<u>4B DEBT SERVICE</u>		<u>UTILITY FUND</u>	<u>TOTAL ALL FUNDS</u>
<b>ESTIMATED BEGINNING BALANCES</b>	\$ 23,711,703	\$ 20,721,748	\$ 550,893	\$ 413,660	\$ 72,808,889	\$ 29,874,534	148,081,427
<b>REVENUES:</b>							
Ad Valorem Taxes	30,694,211	-	10,815,592	-	-	-	41,509,803
Non-Property Taxes	9,113,122	9,301,122	-	-	-	-	18,414,244
Franchise Fees	2,953,146	-	-	-	-	-	2,953,146
Licenses & Permits	1,275,000	43,800	-	-	-	-	1,318,800
Intergovernmental	2,590,293	-	-	-	13,184,036	-	15,774,329
Service Fees	4,343,203	1,318,000	-	-	2,010,000	29,846,997	37,518,200
Court Fees	340,000	21,000	-	-	-	-	361,000
Interest & Misc. Income	1,787,028	3,165,219	79,314	8,407	542,820	864,730	6,447,518
<b>TOTAL REVENUES</b>	53,096,003	13,849,141	10,894,906	8,407	15,736,856	30,711,727	124,297,040
Transfers from Other Funds	2,640,204	34,200	-	165,000	222,065	-	3,061,469
Issuance of Long Term Debt	-	-	-	-	250,000	-	250,000
<b>TOTAL AVAILABLE RESOURCES</b>	79,447,910	34,605,089	11,445,799	587,067	89,017,810	60,586,261	275,689,936
<b>EXPENDITURES:</b>							
General Government	13,900,239	12,250	-	-	-	-	13,912,489
Public Safety	34,136,602	80,000	-	-	-	-	34,216,602
Development Services	1,240,853	-	-	-	-	-	1,240,853
Streets	4,187,262	-	-	-	-	-	4,187,262
Community Services	5,122,643	7,677,216	-	-	-	-	12,799,859
Utilities	-	-	-	-	-	25,099,377	25,099,377
Debt Service	-	-	10,544,462	387,100	-	1,433,642	12,365,204
Capital Projects	-	-	-	-	61,185,292	1,500,000	62,685,292
Economic Development	-	16,427,451	-	-	-	-	16,427,451
<b>TOTAL EXPENDITURES</b>	58,587,599	24,196,917	10,544,462	387,100	61,185,292	28,033,019	182,934,389
Transfers to Other Funds	-	421,265	-	-	-	2,640,204	3,061,469
<b>ENDING FUND BALANCE</b>	\$ 20,860,311	\$ 9,986,907	\$ 901,337	\$ 199,967	\$ 27,832,518	\$ 29,913,038	\$ 89,694,078

TOTAL REVENUES \$ 127,608,509

NET DECREASE (INCREASE) IN FUND BALANCE 58,387,349

TOTAL APPROPRIABLE FUNDS \$ 185,995,858

# **City of Wylie**

## **Fiscal Year 2023-2024**

### **Budget Cover Page**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,152,610 which is a 9.02 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,145,108.

# CITY OF WYLIE, TEXAS

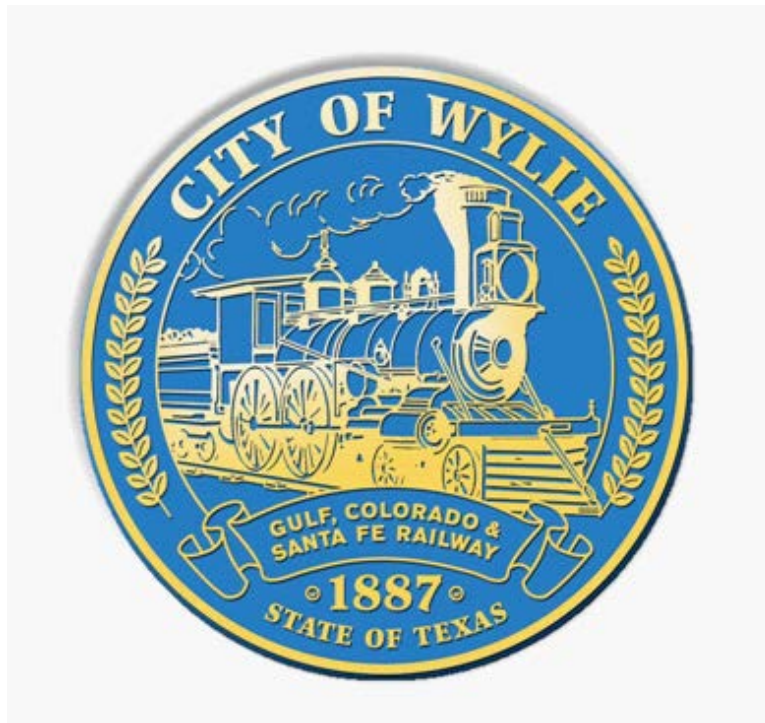
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## PROPOSED BUDGET

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**Fiscal Year 2023-2024**



## OUR MISSION

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Honoring our past; Embracing our present;  
Planning our future

## OUR VISION

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*Past:* Building on our heritage  
*Present:* Celebrating our home town character  
*Future:* Creating opportunities for our growth

## OUR VALUES

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*Integrity:* Ethical, honest, and responsible  
*Stewardship:* Fiscally accountable  
*Respect:* Value diversity

**Our Community Deserves Nothing Less**

## TABLE OF CONTENTS

### MANAGER'S MESSAGE

Letter to Mayor and City Council

### FUND SUMMARIES

Property Tax Distribution Calculations	1
Summary of Revenues, Expenditures & Changes in Fund Balance	2
Departmental Staffing Summary	4

### GENERAL FUND

Fund Narrative	5
Fund Summary	6
Summary of General Fund Revenues & Expenditures	7
General Fund Revenues	8
5111 - City Council	11
5112 - City Manager	13
5113 - City Secretary	15
5114 - City Attorney	19
5131 - Finance	21
5132 - Facilities	25
5152 - Municipal Court	27
5153 - Human Resources	30
5154 - Purchasing	32
5155 - Information Technology	34
5211 - Police	37
5231 - Fire	41
5241 - Emergency Communications	46
5251 - Animal Services	49
5311 - Planning	52
5312 - Building Inspections	55
5313 - Code Enforcement	57
5411 - Streets	60
5511 - Parks	66
5551 - Library	70
5181 - General Fund Combined Services	74

### ENTERPRISE FUNDS

#### Utility Fund

Fund Narrative	76
Fund Summary	77
Summary of Utility Fund Revenues & Expenditures	78
Utility Fund Revenues	79
5711 - Utility Administration	80
5712 - Utilities - Water	82
5713 - Engineering	87
5714 - Utilities - Wastewater	91
5715 - Utility Billing	95
5719 - Utility Fund Combined Services	98

CONTINUED

**Sewer Repair and Replacement Fund**

Fund Narrative	100
Fund Summary	101
Sewer Repair and Replacement Revenues and Expenditures	102

**SPECIAL REVENUE/OTHER FUNDS****Wylie Economic Development Corporation**

Fund Narrative	103
Fund Summary	104
Wylie Economic Development Corporation Revenues	105
5611 - Economic Development Corporation	106

**4B Sales Tax Revenue Fund**

Fund Narrative	108
Fund Summary	109
Summary of 4B Sales Tax Fund Revenues & Expenditures	110
4B Sales Tax Fund Revenues	111
5612 - 4B Brown House	112
5613 - 4B Senior Activities	114
5614 - 4B Parks	116
5625 - 4B Recreation Center	119
5627 - 4B Stonehaven House	122
5000 - 4B Sales Tax Combined Services	124

**Park Acquisition and Improvement Fund**

Fund Narrative	126
Fund Summary	127
Park Acquisition and Improvement Fund Revenues	128
5621 - West Zone	129
5622 - Central Zone	130
5623 - East Zone	131

**Fire Training Center Fund**

Fund Narrative	132
Fund Summary	133
Fire Training Center Fund Revenues and Expenditures	134

**Fire Development Fund**

Fund Narrative	135
Fund Summary	136
Fire Development Fund Revenues and Expenditures	137

**Municipal Court Technology Fund**

Fund Narrative	138
Fund Summary	139
Municipal Court Technology Fund Revenues and Expenditures	140

CONTINUED

**Municipal Court Building Security Fund**

Fund Narrative	141
Fund Summary	142
Municipal Court Building Security Fund Revenues and Expenditures	143

**Municipal Court Judicial Efficiency Fund**

Fund Narrative	144
Fund Summary	145
Municipal Court Judicial Efficiency Fund Revenues and Expenditures	146

**Municipal Court Truancy Court Fund**

Fund Narrative	147
Fund Summary	148
Municipal Court Judicial Efficiency Fund Revenues and Expenditures	149

**Municipal Jury Fund**

Fund Narrative	150
Fund Summary	151
Municipal Court Jury Fund Revenues and Expenditures	152

**Hotel Occupancy Tax Fund**

Fund Narrative	153
Fund Summary	154
Hotel Occupancy Tax Fund Revenues and Expenditures	155

**Public Arts Fund**

Fund Narrative	156
Fund Summary	157
Public Arts Fund Revenues and Expenditures	158

**DEBT SERVICE FUNDS**

General Obligation Debt Service Fund Summary	159
General Obligation Debt Service Fund Revenues and Expenditures	160

4B Debt Service Funds Summary	161
4B Debt Service Fund 2013 Revenues and Expenditures	162

City of Wylie Debt Service Schedules For Fiscal Year 2021-2022	163-169
----------------------------------------------------------------	---------

**CAPITAL IMPROVEMENT PROGRAM**

Capital Program Five Year Schedule for Fiscal Years 2022-2026	170
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**Our Mission...**  
*...to be responsible stewards of the public trust,  
 to strive for excellence in public service  
 and to enhance the quality of life for all.*

August 9, 2023

To the Honorable Mayor and City Council,

On behalf of the City of Wylie staff, and in accordance with the City of Wylie's Charter, Article VII, Section 2, I am pleased to submit the Fiscal Year 2023-24 Budget. On August 8th, the City Council voted to add \$0.01 to the proposed budget submitted on August 4, 2023. The revised proposed tax rate for the FY 23-24 budget is \$0.538882 which includes \$0.03 above the no new revenue tax rate to support the debt issued from the 2021 bond program approved by the voters and partially fund the new EMS program.

Council and staff began developing the FY 23-24 budget in April. Budget worksessions with Council were held in June and July to discuss the proposed budget and the needs of the departments to maintain a high level of service to the citizens. The following pages provide an overview of the factors affecting the budget and summaries of the major individual funds, including their purpose, revenue sources and proposed expenditures.

This document would not be possible without the hard work of City Council, city staff, and more specifically the work by Finance Director Melissa Brown, Assistant Finance Director Ron Arp, and Budget Manager Debbie Przyby.

Respectfully Submitted,

Brent Parker  
 City Manager

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## ***FACTORS AFFECTING THE BUDGET***

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**Expanded Levels of Service** Each year, department directors submit a proposed budget that consists of an updated base budget which is intended to provide for the status quo of service delivery, staffing and to identify cost increases to maintain the current level of service. In addition, requests for new personnel, new equipment, vehicle replacements and new software are submitted individually. The requests that are recommended for inclusion in the Fiscal Year (FY) 23-24 Budget are listed within each fund category. Any listed personnel request assumes that the total cost of salary, benefits and all other associated costs which may include uniforms, vehicles and equipment are recommended for funding.

**Strategic Goals** The City's Mission, Vision and Values Statements and eight Strategic Goals continue to provide the direction for our operations, service delivery and long term planning. Each Department's FY 23-2024 Objectives are geared toward these identified strategies and our success will be measured in our effectiveness in carrying out these goals.

**Compensation** Included in the FY 23-24 budget is a 3% average merit increase for general pay plan employees effective January 2024. A pay plan adjustment for public safety employees is also part of the FY 23-24 budget. Future budget years will alternate between general employee and public safety pay plan adjustments to limit budget impact.

**Insurance** The projection is for a 12 percent increase in healthcare costs.

**Debt Service** The proposed tax rate includes 2 cents to fund the debt service payments on debt issued from the 2021 Bond Program approved by the voters.

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## ***GENERAL FUND***

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The General Fund is the largest of the operating funds within the City of Wylie's budget. The primary source of revenue for the General Fund is from property taxes, followed by sales tax and various fees and permits. Because of this, considerable thought is given each year in developing annual projections for these revenue sources that are informed, logical and conservative. The General Fund accounts for resources traditionally associated with government functions that are not required to be accounted for in a separate enterprise or special revenue fund. Operations funded within the General Fund include basic services such as public safety, parks, development services, streets and administration.

The General Fund revenues and expenditures were presented to Council at the June 13th work session with estimated GF revenue to be \$57,216,424 and the proposed base budget expenditures to be \$52,833,348. The assumptions affecting the budget included additional ad valorem revenue based on a new construction value of \$213 million, 3 cent tax rate to fund the new ambulance service program with a cost of \$3.3 million, 2 cent tax rate for voter approved debt service and a 10% increase in sales tax revenue based on projections for FY 22-23 which was 100% of budgeted amount. The General Fund expenditure assumptions included funding of the pay plan adjustment increases for public safety, a 3% merit increase for non-public safety employees and a 15% increase in healthcare cost. Also \$1,070,044 of department requests were recommended at that time. The budget was balanced with revenues equaling expenses. The use of the fund balance in the amount of \$574,200 was set aside for one time expenses including public safety vehicles and an aerial bucket truck for the Streets department. The direction of Council was to fund the one time EMS program expenses with fund balance and limit the tax rate recommended.

The General Fund revenues and expenditures were presented again at the June 27th meeting with a half cent tax increase to partially fund the EMS program. The recurring portion of the EMS program in the amount of \$2.5 million along with \$868,534 for other recurring recommendations were included within the no new revenue rate plus a half cent. The one time expenses of the EMS program in the amount of \$837,000 and the other recommended expenses that were not recurring were slated for use of fund balance. The 4B Sales Tax Fund and Utility Fund were also reviewed. At the June 27th meeting, the City Council gave direction to propose a budget with a no new revenue tax rate plus 2 cents for debt service.

One July 11th, the water and sewer rates were approved with a recommended 5% increase in water rates and 5.5% increase in sewer rates for FY 23-24.

The proposed revenues and recommended department requests were reviewed again at the July 25th work session for General Fund, 4B Fund and Utility Fund. The half cent tax rate increase was removed from the budget and the no new revenue rate was presented at the direction of council. The 10% sales tax projection did not change. Council was presented with the final healthcare increase of 12%.

On August 8th, the Council reconsidered the proposed tax rate and added an additional one cent to the proposed tax rate.

The final certified totals were received from Collin, Rockwall and Dallas counties indicating a taxable value of \$7.07 billion which is a 14% increase from the FY 22-23 taxable value. The new construction was still valued at \$213 million. On July 29th, the Collin County Tax Assessors Office provided the no new revenue rate and voter approval tax rate calculations at \$0.508882 and \$0.594366 respectively. This revised proposed budget is \$0.538882 based on the no new revenue tax rate plus three cents for newly issued voter-approved debt and to partially offset the new EMS program.

The recommended General Fund personnel and non personnel requests total \$5,013,275 as shown below:

### Recommended General Fund Personnel and Recurring Requests

Department	Description	\$ Amount
City Secretary	Upgrade Records Analyst to Records and Info Analyst II	8,447
IT	IT System Specialist	80,639
Police	Two Sworn Officers (4)	476,727
Police	School Resource Officer	119,186
Police	Records Clerk	57,192
Streets	Signal Technician	58,342
Fire	EMS Program (9 Paramedics, 9 EMT, other recurring)	2,476,032
Police	Axon Tasers	68,000
	<b>Total</b>	<b>\$3,344,565</b>

### Recommended Non Personnel and Vehicle Replacement Requests

Department	Description	\$ Amount
City Secretary	Public Information Request Software	14,010
Police	Patrol Replacement Tahoes (3)	120,000
Police	New Patrol Tahoes for Requested Positions (4)	160,000
Fire	Replace Fire Marshal Vehicle	74,200
Animal Control	Needs Assessment Study	35,000
Streets	Aerial Bucket Truck	220,000
Streets	Fleet Services Equipment and Updates	18,500
Streets	School Zone Flasher Assembly	90,000
	<b>Non-Personnel and Vehicles Replacements</b>	<b>\$731,710</b>
Streets	Sachse Road/Creek Crossing Traffic Signal Design	100,000
Fire	EMS Program One Time Expense	837,000
	<b>Total Use of Fund Balance</b>	<b>\$ 937,000</b>
	<b>Total Requests</b>	<b>\$ 5,013,275</b>

Every budget year, there are certain projects or purchases that are not able to be completed prior to the end of the budget year. Staff is asked to identify those items that need to be carried forward to the new budget year. This year the General Fund carry forward amount is \$1,914,392.

The amount is high due to supply constraints causing longer wait times to receive items. See below for a list of the items over \$25,000.

### Recommended Carry Forward Requests

Department	Description	\$ Amount
Facilities	Scissor Lift	25,000
Finance	Budget and Transparency Software	81,000
IT	PW/Community Services Software	150,000
Police	New Police Vehicle	37,000
Police	Four Replacement Tahoes	149,000
Fire	Horton Model 623 Ambulance	338,840
Fire	EMS LifePak Monitor/Accessories	50,927
Fire	SCBA Equipment	28,935
Emer Comm	APX 8500 Mobile Radios	119,102
Streets	Woodbridge Hensley Traffic Signal	600,000
Streets	Unit #324 Replacement and Vehicle for Traffic Signal Tech	102,000
Streets	10% Match of TXDOT HSIP Projects	69,490
Streets	RR Median at Brown	40,000
Various	Items under \$25,000	123,098
	<b>TOTAL GENERAL FUND</b>	<b>1,914,392</b>

### General Fund Summary

Beginning Fund Balance 10/1/23	23,711,703
Proposed Revenues FY 23-24	55,736,207
Proposed Expenditures FY 23-24	(55,736,207)
Use of Fund Balance	(937,000)
Carry-Forward of Funds	(1,914,392)
Estimated Ending Fund Balance 9/30/24	20,860,311 a)

**a)** Policy requirement is 25% of budgeted expenditures. This Ending Fund Balance is 37.4% which is well above the 30% recommended by the City's Financial Advisors.

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## *UTILITY FUND*

---

The City's water and wastewater utilities are financed and operated in a manner similar to private business enterprises, where costs of providing services to the public are financed primarily through user charges. Departments in this fund include Utility Administration, Water, Wastewater, Engineering and Utility Billing.

A water and wastewater rate study update was conducted which evaluated wholesale cost increases from the North Texas Municipal Water District, operating costs for the City and future capital projects. The rate increases that were recommended as a part of the adopted rate structure are 5.0% increase for water and 5.5% increase for sewer and are factored into the revenue estimates for FY 23-24. An expense was included to update the water and wastewater rate study each year.

The recommended Utility Fund personnel and non personnel requests total \$1,016,990 as shown below:

### **Recommended Utility Fund Personnel Request**

<b>Department</b>	<b>Description</b>	<b>\$ Amount</b>
Water	Water Quality Specialist	72,895

### **Recommended Utility Fund Equipment**

<b>Department</b>	<b>Description</b>	<b>\$ Amount</b>
Water	6 YD Dump Truck	137,000
Water	Hydro-Vac Truck	513,000
Water	Infrared Gate Openers	15,000
Water	Portable Radios	22,700
Engineering	Stormwater Utility Fee Study	150,000
Wastewater	Portable Camera Inspection Equipment System	69,865
Wastewater	Multi-Smart Controllers	36,530
	<b>Total Equipment</b>	<b>\$ 944,095</b>

As with the General Fund, every budget year there are certain projects or purchases that are not able to be completed prior to the end of the budget year. Staff is asked to identify those items that need to be carried forward to the new budget year. The total amount of carry forward items is \$1,449,523. See below for the items over \$25,000.

### Recommended Utility Fund Carry Forward Requests

Department	Description	\$ Amount
Utility Admin	PW/Community Services Software	135,730
Water	Water Pump Station Backup Power Generators	736,937
Water	Lead and Copper Revision	150,964
Water	Automatic Water Line Flusher	136,000
Water	Scada Upgrades	49,934
Engineering	Dogwood Drive Waterline Replacement Design	100,000
Engineering	On Call Traffic Services	55,240
Various	Items under \$50,000	84,718
	<b>TOTAL UTILITY FUND</b>	<b>\$1,449,523</b>

---

### *Utility Fund Summary*

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Beginning Fund Balance 10/1/23	27,059,794
Proposed Revenues FY 23-24	30,224,893
Proposed Expenditures FY 23-24	(27,723,700)
Carry-Forward of Funds	( 1,449,523)
Estimated Ending Fund Balance 9/30/24	28,111,464 <i>a)</i>

a) *Policy requirement is 90 days of operating expenditures, which is \$6,835,980.*

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### **4B SALES TAX REVENUE FUND**

---

The Wylie Parks and Recreation Facilities Development Corporation (the 4B Corporation) was established to promote park and recreational development within the City. This special revenue fund accounts for the use of the 4B half cent sales tax authorized by State Law and by the Wylie voters in 1994. Departments in this fund include the Brown House, Stonehaven House, Wylie Senior Recreation Center, the Recreation Center, and a portion of the Parks function.

The 4B Corporation Board meets annually to authorize the expenditure of sales tax funds for projects approved by the City Council. The Board is composed of four Councilmembers and three citizen members, one of which is required to be appointed from the Park Board.

Sales tax revenue is projected to increase 10% from projected FY 22-23 for the FY 23-24 budget. The total revenue estimate for this fund also includes the projected revenue generated by Recreation Center operations, including membership and activity fees. A very healthy fund balance is projected to be earmarked for future park and recreation projects.

#### Recommended 4B Fund Personnel and Equipment Requests

Department	Description	\$ Amount
4B Parks	Equipment Operator - Athletics	62,911
WRC	Upgrade PT GSS Programs to FT	33,970
	<b>Total Personnel</b>	<b>\$ 96,881</b>
Senior Center	12 Passenger Van	70,000
4B Parks	Pirate Cove Playground Replacement	700,000
4B Parks	Community Park Playground Poured in Place Surfacing	375,000
4B Parks	Community Park Playground Phase 2 Installation	65,000
4B Parks	5900 Large Mower Replacement	147,000
4B Parks	Pavilion at the Library	50,000
4B Parks	Zero Turn Mower	15,000
	<b>Total Equipment and One Time Uses</b>	<b>\$ 1,422,000</b>
	<b>Total Requests</b>	<b>\$ 1,518,881</b>

#### Recommended 4B Fund Carry Forward Requests

Department	Description	\$ Amount
SRC	Senior Center Renovation	222,065
4B Parks	Design for Dog Park and Splash Pads	28,771
4B Parks	Founders Park Irrigation Pump	32,262
4B Parks	Community Park Restrooms	300,000
4B Parks	Brown House Restrooms	300,000
4B Parks	Founders Field Renovations	1,000,000
4B Parks	Pickelball Court Installation	70,000
Brown House	Brown House Foundation Repairs	48,000
Brown House	House Painting	40,000
Stonehaven House	Stonehaven House Phase I	120,000
	<b>TOTAL 4B SALES TAX FUND</b>	<b>\$2,161,098</b>



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### *4B Sales Tax Fund Summary*

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Beginning Fund Balance 10/1/23	5,967,466
Proposed Revenues FY 23-24	5,696,500
Proposed Expenditures FY 23-24	(5,476,756)
Carry-Forward of Funds	(2,161,098)
Estimated Ending Fund Balance 9/30/24	4,023,112 <i>a</i> )
a) Policy requirement is 25% of the budgeted sales tax revenue (\$4,536,561 x 25% = \$1,134,140).	

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### *PARKS ACQUISITION AND IMPROVEMENT FUND*

---

The Parks Acquisition and Improvement (A&I) Fund is supported through Parkland Dedication Fees paid during the development process. The City is divided into three geographical zones and the accumulated fees are available for projects within those areas. The projected revenues for the A&I Funds in FY 23-24 are \$198,352

There are no projects in the FY 23-24 budget. There is one carry forward item for the backstop replacement at Avalon park in the amount of \$38,500. Although policy does not require a fund balance, the FY23-24 ending fund balance is projected to be \$990,934.

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### *SEWER REPAIR AND REPLACEMENT FUND*

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The Sewer Repair and Replacement Fund is supported by a \$2.00 per month charge on utility bills. The purpose of the fund is to allow revenue to accrue in order to pay for large sewer repair and maintenance projects. The beginning fund balance is \$2,814,740 with projected revenue for FY 23-24 of \$486,834. A four-phase comprehensive sewer system assessment which included inspections, flow monitoring, and smoke testing was completed in FY 19-20. In FY 23-24, \$1,500,000 is carried forward for the repairs. The FY 23-24 ending fund balance is projected to be \$1,801,574.

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### ***HOTEL/MOTEL FUND***

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The Hotel Occupancy Tax is levied on a person who pays for a room or space in a hotel costing \$15.00 or more each day. This fund is utilized to support the activities that will draw people to Wylie from other areas and follows the “heads in beds” funding criteria required by State Law. These funds are to be spent on the promotion of the arts, historic preservation, advertising to promote the community, convention and visitor centers, and convention registration. State Law also sets out that a minimum 1/7 of the revenue be utilized for advertising to promote the area, a maximum of 15% for the promotion of the arts, and a maximum of 50% for projects related to historic preservation or restoration.

Proposed revenues for the Hotel/Motel Occupancy Tax Fund are \$242,419. A transfer of \$34,200 to the Public Arts Fund will provide funding for arts projects throughout the city. The Hotel/Motel Fund also includes an allocation of \$35,000 for advertising and promotion. The infrastructure for the Arts Festival and Bluegrass on Ballard are funded through this fund. An Event Coordinator position is being added this year at a cost of \$75,327. Although policy does not require a fund balance, the remaining fund balance is approximately \$675,299.

---

### ***PUBLIC ART FUND***

---

Revenues for the Public Art Fund primarily come from three sources: transfers from the Hotel/Motel Fund; revenues generated from special events such as the Arts Festival and Bluegrass on Ballard; and a 1% allocation for art from certain Capital Improvement Project (CIP) budgets. The revenues are utilized to maintain existing public art and to purchase new art that meets the criteria of the adopted Public Arts Program. The FY 23-24 Budget includes a carry forward of \$112,000 for Municipal Complex trail sculptures. The FY 23-24 ending fund balance is projected to be \$477,771 although none is required by adopted policy.

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### ***FIRE TRAINING CENTER FUND***

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The Fire Training Center Fund was established in FY00-01. The majority of the revenue is from response fees into the county for emergency services rendered. Expenditures are related to training, as well as upkeep and maintenance of the facilities behind Fire Station #2. Revenue is budgeted to be \$51,616 with an ending fund balance of \$292,185.

---

### ***FIRE DEVELOPMENT FUND***

---

The Fire Development Fund receives revenue from fire development fees established by ordinance in 2007. The fund is to be utilized solely for needs directly associated with new growth and development. The ending fund balance is projected to be \$1,350,466.

#### **Recommended Fire Development Carry-Forward Requests**

<b>Department</b>	<b>Description</b>	<b>\$ Amount</b>
Fire Development	Emergency Services Consultant	55,000

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### ***MUNICIPAL COURT TECHNOLOGY FUND***

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State law requires the assessment and collection of a Municipal Court Technology Fee, and further requires that those fees be kept in a separate fund. Revenues are estimated to be \$8,677. The ending fund balance will be \$35,165.

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### ***MUNICIPAL COURT BUILDING SECURITY FUND***

---

A building security fee is collected on each Class C misdemeanor violation issued for the purpose of implementing, improving, and enhancing court security. Permitted expenditures include training and equipment purchases related to court security. Revenues are estimated to be \$8,837 with an ending fund balance of \$20,877.

**PROPERTY TAX DISTRIBUTION CALCULATIONS**  
**CURRENT TAX RATE**

	<b>FY2023-24</b>	<b>FY2022-23</b>
	<b>Tax Year 2023</b>	<b>Tax Year 2022</b>
<b>TAX ROLL:</b>		
Assessed Valuation (100%)	\$7,070,918,166	\$6,199,027,298
Rate per \$100	0.538882	0.562333
Tax Levy Freeze Adjusted	38,103,905	34,859,176
Tax Levy - Frozen (Disabled / Over 65)*	3,195,898	2,905,032
Total Tax Levy	41,299,803	37,764,208
Percent of Collection	100%	100%
<b>Estimated Current Tax Collections</b>	<b>\$ 41,299,803</b>	<b>\$ 37,764,208</b>

**SUMMARY OF TAX COLLECTIONS:**

Current Tax	\$ 38,103,905	\$ 34,859,176
Revenue From Tax Freeze Property	3,195,898	2,905,032
Delinquent Tax	100,000	150,000
Penalty and Interest		
<b>TOTAL TAX COLLECTIONS</b>	<b>\$ 41,399,803</b>	<b>\$ 37,914,208</b>

	<b>FY2023-24</b>	<b>FY2023-24</b>	<b>FY2023-24</b>	<b>FY2022-23</b>
	<b>TAX RATE</b>	<b>PERCENT</b>	<b>AMOUNT</b>	<b>AMOUNT</b>
		<b>OF TOTAL</b>		
<b>GENERAL FUND:</b>				
Current Tax	\$ 0.398412		\$ 28,171,386	\$ 26,526,816
Revenue From Tax Freeze Property			2,362,825	2,219,735
Delinquent Tax			60,000	110,000
Penalty and Interest				
<b>Total General Fund</b>	<b>\$ 0.398412</b>	<b>73.93%</b>	<b>\$ 30,594,212</b>	<b>\$ 28,856,551</b>
<b>DEBT SERVICE FUND:</b>				
Current Tax	\$ 0.140470		\$ 9,932,519	\$ 8,332,361
Revenue From Tax Freeze Property			833,073	685,297
Delinquent Tax			40,000	40,000
Penalty and Interest				
<b>Total Debt Service</b>	<b>\$ 0.140470</b>	<b>26.07%</b>	<b>\$ 10,805,591</b>	<b>\$ 9,057,658</b>
<b>DISTRIBUTION</b>	<b>\$ 0.538882</b>	<b>100.00%</b>	<b>\$ 41,399,803</b>	<b>\$ 37,914,208</b>

## SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

ALL OPERATING AND CAPITAL FUNDS  
FISCAL YEAR 2023-2024 BUDGET

	DEBT SERVICE FUNDS			
	GENERAL FUND	SPECIAL REVENUE FUNDS	G O DEBT SERVICE	4B DEBT SERVICE
<b>ESTIMATED BEGINNING BALANCES</b>	\$ 23,711,703	\$ 20,721,748	\$ 550,893	\$ 413,660
<b>REVENUES:</b>				
Ad Valorem Taxes	30,694,211	-	10,815,592	-
Non-Property Taxes	9,113,122	9,301,122	-	-
Franchise Fees	2,953,146	-	-	-
Licenses & Permits	1,275,000	43,800	-	-
Intergovernmental	2,590,293	-	-	-
Service Fees	4,343,203	1,318,000	-	-
Court Fees	340,000	21,000	-	-
Interest & Misc. Income	1,787,028	3,165,219	79,314	8,407
<b>TOTAL REVENUES</b>	53,096,003	13,849,141	10,894,906	8,407
Transfers from Other Funds	2,640,204	34,200	-	165,000
TXDOT Proceeds	-	-	-	-
<b>TOTAL AVAILABLE RESOURCES</b>	79,447,910	34,605,089	11,445,799	587,067
<b>EXPENDITURES:</b>				
General Government	13,900,239	12,250	-	-
Public Safety	34,136,602	80,000	-	-
Development Services	1,240,853	-	-	-
Streets	4,187,262	-	-	-
Community Services	5,122,643	7,677,216	-	-
Utilities	-	-	-	-
Debt Service	-	-	10,544,462	387,100
Capital Projects	-	-	-	-
Economic Development	-	16,427,451	-	-
<b>TOTAL EXPENDITURES</b>	58,587,599	24,196,917	10,544,462	387,100
Transfers to Other Funds	-	421,265	-	-
<b>ENDING FUND BALANCE</b>	\$ 20,860,311	\$ 9,986,907	\$ 901,337	\$ 199,967

## SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

ALL OPERATING AND CAPITAL FUNDS  
FISCAL YEAR 2023-2024 BUDGET

	PROPRIETARY FUND		
	CAPITAL PROJECTS FUNDS	UTILITY FUND	TOTAL ALL FUNDS
<b>ESTIMATED BEGINNING BALANCES</b>	\$ 72,808,889	\$ 29,874,534	\$ 148,081,427
<b>REVENUES:</b>			
Ad Valorem Taxes	-	-	41,509,803
Non-Property Taxes	-	-	18,414,244
Franchise Fees	-	-	2,953,146
Licenses & Permits	-	-	1,318,800
Intergovernmental	13,184,036	-	15,774,329
Service Fees	2,010,000	29,846,997	37,518,200
Court Fees	-	-	361,000
Interest & Misc. Income	542,820	864,730	6,447,518
<b>TOTAL REVENUES</b>	15,736,856	30,711,727	124,297,040
Transfers from Other Funds	222,065	-	3,061,469
TXDOT Proceeds	250,000	-	250,000
<b>TOTAL AVAILABLE RESOURCES</b>	89,017,810	60,586,261	275,689,936
<b>EXPENDITURES:</b>			
General Government	-	-	13,912,489
Public Safety	-	-	34,216,602
Development Services	-	-	1,240,853
Streets	-	-	4,187,262
Community Services	-	-	12,799,859
Utilities	-	25,099,377	25,099,377
Debt Service	-	1,433,642	12,365,204
Capital Projects	61,185,292	1,500,000	62,685,292
Economic Development	-	-	16,427,451
<b>TOTAL EXPENDITURES</b>	61,185,292	28,033,019	182,934,389
Transfers to Other Funds		2,640,204	3,061,469
<b>ENDING FUND BALANCE</b>	\$ 27,832,518	\$ 29,913,038	\$ 89,694,078
TOTAL REVENUES			\$ 127,608,509
NET DECREASE (INCREASE) IN FUND BALANCE			58,387,349
TOTAL APPROPRIABLE FUNDS			\$ 185,995,858

**FY 2024 DEPARTMENTAL STAFFING SUMMARY**  
**(ALL POSITIONS SHOWN AS FULL-TIME EQUIVALENT)**

	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
<b>General Fund</b>				
City Manager	7.50	7.50	7.50	7.50
City Secretary	3.00	3.00	3.00	3.00
Finance	9.00	8.00	8.00	8.00
Facilities	3.00	4.00	4.00	4.00
Municipal Court	5.00	5.00	5.00	5.00
Human Resources	5.00	6.00	6.00	6.00
Purchasing	2.00	3.00	3.00	3.00
Information Technology	6.00	6.00	6.00	7.00
Police	86.50	91.00	94.50	100.50
Fire	65.50	71.50	77.50	98.50
Emergency Communications	15.00	16.00	16.00	16.00
Animal Control	7.50	7.50	7.50	7.50
Planning	3.00	3.00	3.00	3.00
Building Inspections	6.00	6.00	6.00	7.00
Code Enforcement	3.00	3.00	3.00	2.00
Streets	20.00	21.00	21.00	22.00
Parks	17.75	17.75	17.75	17.75
Library	27.00	27.00	26.50	26.50
<i>Total General Fund</i>	291.75	306.25	315.25	344.25
<b>Utility Fund</b>				
Utilities Administration	6.00	2.00	2.00	2.00
Utilities - Water	16.00	16.00	16.00	17.00
Utilities - Engineering	-	6.00	6.00	6.00
Utilities - Wastewater	12.00	12.00	12.00	12.00
Utility Billing	9.00	9.00	9.00	9.00
<i>Total Utility Fund</i>	43.00	45.00	45.00	46.00
<b>Wylie Economic Development</b>	3.00	4.00	4.00	5.50
<i>Total WEDC</i>	3.00	4.00	4.00	5.50
<b>4B Sales Tax Fund</b>				
Brown House	2.00	6.50	6.50	6.50
Senior Activities	8.00	8.00	8.00	8.00
Parks	5.00	5.00	6.00	7.00
Recreation Center	24.50	25.00	25.00	25.50
<i>Total 4B Sales Tax Fund</i>	39.50	44.50	45.50	47.00
<b>TOTAL ALL FUNDS</b>	<b>377.25</b>	<b>399.75</b>	<b>409.75</b>	<b>442.75</b>

# CITY OF WYLIE

## GENERAL FUND

### FUND DESCRIPTION

The General Fund accounts for resources traditionally associated with governments that are not required to be accounted for in another fund. During the budget process, the General Fund receives extensive scrutiny from City staff, City Council and the Public. The attention is deserved because this fund has many critical issues affecting the community. The issues vary from establishing a tax rate to determining employee staffing and benefits. The following narrative reports the major aspects of the General Fund budget for the concluding and new fiscal year. Operational accomplishments and goals are reported in the departmental narratives.



# City Of Wylie

## Fund Summary

### General Fund

<b>Audited General Fund Unassigned Ending Balance 09/30/22</b>	<b>\$ 30,411,011</b>
Projected '23 Revenues	\$ 51,906,045
Available Funds	<u>82,317,056</u>
Projected '23 Expenditures	<u>(58,605,353) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 23,711,703
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 23,711,703</b>
Proposed Revenues '24	55,736,207 (b)
Proposed Expenditures '24	(55,736,207)
Use of Fund Balance	\$ (937,000) (c)
Carryforward Expenditures	<u>\$ (1,914,392)</u>
Estimated Ending Unassigned Fund Balance 09/30/24	<u><u>\$ 20,860,311 (d)</u></u>

a) Carry forward items are taken out of projected 2023 expense and included in 2024 expense. See manager's letter for detailed list totaling \$1,914,392.

b) Property tax rate of NNRR + 3 cents, 10% Sales Tax growth and Interest Income increase of \$1.5 million

c) Includes one time expenses of \$837,000 for new EMS program and \$100,000 for traffic signal design.

d) Policy requirement is 25% of budgeted expenditures. This Ending Fund Balance is 37.4%.

## GENERAL FUND

### SUMMARY OF REVENUES AND EXPENDITURES

	2021-2022 ACTUAL	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 PROPOSED
<b>REVENUES:</b>				
Ad Valorem Taxes	28,048,745	28,956,551	28,953,551	30,694,211
Sales Taxes	8,322,564	8,248,293	8,248,293	9,073,122
Alcohol Beverage Tax	51,248	30,000	30,000	40,000
Franchise Fees	2,897,151	2,802,400	2,467,846	2,953,146
Licenses & Permits	1,350,938	1,442,750	1,105,000	1,275,000
Intergovernmental Revenue	2,759,195	2,429,011	2,403,342	2,590,293
Service Fees	4,292,867	4,338,970	4,253,970	4,343,203
Court Fees	315,066	339,000	339,100	340,000
Interest & Misc. Income	661,682	275,417	1,541,638	1,787,028
Transfers from Other Funds (OFS	5,328,671	2,640,585	2,563,305	2,640,204
<b>TOTAL REVENUES</b>	<b>\$ 54,028,127</b>	<b>\$ 51,502,977</b>	<b>\$ 51,906,045</b>	<b>\$ 55,736,207</b>
<b>EXPENDITURES:</b>				
<b>General Government</b>				
City Council	45,989	95,165	94,079	96,401
City Manager	1,252,330	1,302,321	1,302,603	1,294,357
City Secretary	308,481	391,877	356,377	417,515
City Attorney	186,818	170,000	170,000	170,000
Finance	1,159,851	1,359,949	1,287,133	1,377,712
Facilities	887,288	1,051,596	1,027,856	1,061,869
Municipal Court	453,953	580,378	580,497	601,699
Human Resources	730,099	817,788	817,687	851,043
Purchasing	221,499	330,531	330,597	325,350
Information Technology	1,667,770	2,300,558	2,152,556	2,230,036
Combined Services	4,649,593	4,403,459	4,484,239	5,474,257
<b>Public Safety</b>				
Police	11,978,373	13,371,073	13,228,556	14,164,952
Fire	11,018,198	13,107,776	12,758,889	16,559,938
Emergency Communications	1,947,587	2,397,904	2,264,444	2,635,257
Animal Control	490,472	729,459	736,862	776,455
<b>Development Services</b>				
Planning	309,056	373,797	373,875	374,191
Building Inspection	520,430	599,708	599,052	648,365
Code Enforcement	223,444	279,004	279,077	218,297
<b>Streets</b>	<b>3,563,541</b>	<b>5,480,598</b>	<b>4,645,101</b>	<b>4,187,262</b>
<b>Community Services</b>				
Parks	2,934,173	2,792,585	2,796,027	2,825,347
Library	2,015,847	2,319,659	2,319,846	2,297,296
<b>Transfers to Other Funds</b>	<b>7,006,321</b>	<b>-</b>	<b>6,000,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 53,571,113</b>	<b>\$ 54,255,185</b>	<b>\$ 58,605,353</b>	<b>\$ 58,587,599</b>

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### GENERAL FUND REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40110 PROPERTY TAXES - CURRENT	\$27,890,316	\$28,746,551	\$28,746,551	\$30,534,211
40120 PROPERTY TAXES - DELINQUENT	\$54,414	\$110,000	\$110,000	\$60,000
40190 PENALTY AND INTEREST - TAXES	\$104,015	\$100,000	\$97,000	\$100,000
40210 SALES TAX	\$8,322,564	\$8,248,293	\$8,248,293	\$9,073,122
40220 ALCOHOLIC BEVERAGE TAX	\$51,248	\$30,000	\$30,000	\$40,000
<b>TOTAL TAXES</b>	<b>\$36,422,557</b>	<b>\$37,234,844</b>	<b>\$37,231,844</b>	<b>\$39,807,333</b>
41110 FRANCHISE FEE - ELECTRIC	\$1,831,471	\$1,900,000	\$1,900,000	\$2,070,000
41210 FRANCHISE FEE - GAS	\$449,169	\$265,200	\$265,200	\$508,000
41310 FRANCHISE FEE - TELEPHONE	\$12,356	\$7,200	\$12,646	\$12,646
41410 FRANCHISE FEE - CABLE	\$486,038	\$510,000	\$170,000	\$240,000
41610 FRANCHISE FEE - SANITATION	\$118,118	\$120,000	\$120,000	\$122,500
<b>TOTAL FRANCHISE FEES</b>	<b>\$2,897,151</b>	<b>\$2,802,400</b>	<b>\$2,467,846</b>	<b>\$2,953,146</b>
42130 CONTRACTOR REGISTRATION FEES	\$59,634	\$75,000	\$53,000	\$50,000
42570 PLUMBING PERMITS	\$56,808	\$125,000	\$22,000	\$20,000
42590 FENCE PERMITS	\$27,080	\$25,000	\$25,000	\$30,000
42640 ELECTRICAL PERMITS	\$34,634	\$95,500	\$43,000	\$40,000
42650 NEW DWELLING PERMITS	\$1,006,276	\$1,000,000	\$400,000	\$500,000
42655 NEW COMMERCIAL DEV PER	\$0	\$0	\$400,000	\$500,000
42660 MECHANICAL PERMITS	\$9,852	\$50,000	\$10,000	\$10,000
42670 ADMIN FEE/ INSPECTION	\$35,473	\$40,000	\$110,000	\$95,000
42910 OTHER PERMITS/ FEES	\$121,181	\$32,250	\$42,000	\$30,000
<b>TOTAL LICENSE AND PERMITS</b>	<b>\$1,350,938</b>	<b>\$1,442,750</b>	<b>\$1,105,000</b>	<b>\$1,275,000</b>
43110 FEDERAL GOVT LAKE PATROL	\$43,324	\$57,500	\$53,897	\$59,287
43420 LONE STAR AND LIBRARY GRANTS	\$2,497	\$0	\$0	\$0
43500 COLLIN COUNTY - CHILD SAFETY	\$63,749	\$49,755	\$49,755	\$65,800
43510 COUNTY LIBRARY GRANTS	\$6,868	\$0	\$6,868	\$0
43512 FIRE GRANTS	\$4,724	\$0	\$0	\$0
43513 POLICE GRANTS	\$21,738	\$23,934	\$12,000	\$12,000
43520 WISD CROSSING GUARD REIMB.	\$133,890	\$143,000	\$126,000	\$129,150
43525 WISD SRO REIMBURSEMENT	\$506,846	\$537,000	\$537,000	\$651,000
43527 WISD ATHLETIC EVENT REIMB.	\$139,461	\$165,000	\$165,000	\$181,500
43530 FIRE SERVICES	\$975,404	\$1,157,914	\$1,157,914	\$1,173,556
43532 FIRE DISPATCHER SERVICES	\$255,277	\$273,000	\$273,000	\$276,000
43535 FIRE SERVICE/ BLDG INSPECTIONS	\$8,358	\$13,600	\$13,600	\$14,000

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### GENERAL FUND REVENUES

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 BUDGET</b>	<b>FY 2023 PROJECTED</b>	<b>FY 2024 PROPOSED</b>
43537 FIRE SERVICE/ PLAN REVIEW FEES	\$13,661	\$8,308	\$8,308	\$8,000
43560 JAIL SERVICES	\$26,375	\$0	\$0	\$20,000
43570 POLICE SEIZED FUNDS	\$557,023	\$0	\$0	\$0
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$2,759,195</b>	<b>\$2,429,011</b>	<b>\$2,403,342</b>	<b>\$2,590,293</b>
44121 911 FEES	\$424,315	\$433,745	\$433,745	\$450,000
44122 ALARM PERMITS	\$292,173	\$292,838	\$292,838	\$250,000
44123 ANIMAL CONTROL FEES/ FINES	\$28,619	\$35,000	\$35,000	\$35,000
44126 ETMC TRANSPORT/ MEDICAL FEES	\$41,470	\$3,763	\$3,763	\$43,571
44132 DEVELOPMENT FEES	\$321,908	\$325,000	\$240,000	\$225,000
44141 TRASH	\$3,076,562	\$3,138,624	\$3,138,624	\$3,229,632
44151 CONCESSION FEES/ VENDING	\$1,200	\$0	\$0	\$0
44153 LIGHTING FEES	\$32,866	\$40,000	\$40,000	\$40,000
44155 LEAGUE ATHLETIC FEES	\$41,705	\$30,000	\$30,000	\$30,000
44170 MOWING (CODE ENFORCEMENT)	\$2,438	\$10,000	\$10,000	\$10,000
44181 LIBRARY FINES	\$29,612	\$30,000	\$30,000	\$30,000
<b>TOTAL SERVICE FEES</b>	<b>\$4,292,867</b>	<b>\$4,338,970</b>	<b>\$4,253,970</b>	<b>\$4,343,203</b>
45110 MUNICIPAL COURT FINES	\$209,803	\$250,000	\$250,000	\$250,000
45130 COURT ADMIN/ WARRANT FEES	\$42,193	\$45,000	\$45,000	\$45,000
45131 CHILD SAFETY FEES	\$2,598	\$5,000	\$5,000	\$5,000
45133 JUVENILE CASE MANAGER FEE	\$7,719	\$8,000	\$8,000	\$9,000
45138 TRUANCY PREVENTION AND DIVERSION	\$124	\$1,000	\$1,000	\$1,000
45139 TEEN COURT PROGRAM	\$130	\$0	\$100	\$0
45140 CODE FINES	\$52,500	\$30,000	\$30,000	\$30,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$315,066</b>	<b>\$339,000</b>	<b>\$339,100</b>	<b>\$340,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$172,552	\$60,000	\$1,326,221	\$1,526,221
<b>TOTAL INTEREST INCOME</b>	<b>\$172,552</b>	<b>\$60,000</b>	<b>\$1,326,221</b>	<b>\$1,526,221</b>
48110 RENTAL INCOME	\$3,400	\$3,000	\$3,000	\$3,000
48125 PARK PAVILION RENTALS	\$4,708	\$4,500	\$4,500	\$4,500
48410 MISCELLANEOUS INCOME	\$472,672	\$187,917	\$187,917	\$250,807
48440 CONTRIBUTIONS/ DONATIONS	\$8,351	\$20,000	\$20,000	\$2,500
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$489,130</b>	<b>\$215,417</b>	<b>\$215,417</b>	<b>\$260,807</b>

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### GENERAL FUND REVENUES

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 BUDGET</b>	<b>FY 2023 PROJECTED</b>	<b>FY 2024 PROPOSED</b>
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0
49151 TRANSFER FROM UTILITY FUND	\$2,488,646	\$2,563,305	\$2,563,305	\$2,640,204
49210 PROCEEDS FR SALE OF CAP ASSETS	\$2,706,165	\$0	\$0	\$0
49600 INSURANCE RECOVERIES	\$133,861	\$77,280	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$5,328,671</b>	<b>\$2,640,585</b>	<b>\$2,563,305</b>	<b>\$2,640,204</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$54,028,128</b>	<b>\$51,502,977</b>	<b>\$51,906,045</b>	<b>\$55,736,207</b>

# CITY OF WYLIE

## CITY COUNCIL

### DEPARTMENT DESCRIPTION

The City Council is presented as a non-departmental account. Funds are appropriated for special projects not directly related to City operations. Also included are expenses incurred by the Mayor and six members of the Council in performing their responsibilities as elected officials of the City.

#### CITY COUNCIL:

#### TERM OF OFFICE:

Matthew Porter, Mayor

May 2023 through May 2026

David R. Duke, Councilmember Place 1

May 2022 through May 2025

David Strang, Councilmember Place 2

May 2021 through May 2024

Jeff Forrester, Mayor Pro Tem

May 2022 through May 2025

Scott Williams, Councilmember Place 4

May 2021 through May 2024

Sid Hoover, Councilmember Place 5

May 2023 through May 2026

Gino Mulliqi, Councilmember Place 6

May 2023 through May 2026

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### CITY COUNCIL

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51220 PHONE ALLOWANCE	(\$45)	\$1,200	\$0	\$0
51240 CITY COUNCIL	\$22,800	\$22,800	\$22,800	\$22,800
51440 FICA	\$1,414	\$1,414	\$1,414	\$1,414
51450 MEDICARE	\$331	\$331	\$331	\$331
51470 WORKERS COMP PREMIUM	\$181	\$175	\$289	\$301
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$24,680</b>	<b>\$25,920</b>	<b>\$24,834</b>	<b>\$24,846</b>
52010 OFFICE SUPPLIES	\$625	\$650	\$650	\$650
52040 POSTAGE AND FREIGHT	\$0	\$0	\$0	\$0
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$0
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$600	\$600	\$600
52810 FOOD SUPPLIES	\$1,474	\$2,890	\$2,890	\$2,990
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$2,099</b>	<b>\$4,140</b>	<b>\$4,140</b>	<b>\$4,240</b>
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$1,755	\$7,570	\$7,570	\$7,570
56050 UNIFORM CONTRACT	\$0	\$0	\$0	\$0
56080 ADVERTISING	\$168	\$2,000	\$2,000	\$2,000
56110 COMMUNICATIONS	\$3,769	\$5,544	\$5,544	\$5,544
56180 RENTAL	\$0	\$0	\$0	\$0
56210 TRAVEL AND TRAINING	\$118	\$29,191	\$29,191	\$29,191
56250 DUES AND SUBSCRIPTIONS	\$11,449	\$16,800	\$16,800	\$18,010
56990 OTHER	\$1,950	\$4,000	\$4,000	\$5,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$19,210</b>	<b>\$65,105</b>	<b>\$65,105</b>	<b>\$67,315</b>
<b>TOTAL CITY COUNCIL</b>	<b>\$45,989</b>	<b>\$95,165</b>	<b>\$94,079</b>	<b>\$96,401</b>

# CITY OF WYLIE

## CITY MANAGER

### DEPARTMENT DESCRIPTION

The function of the City Manager's Office is to provide leadership and direction in carrying out the policies established by City Council and by overseeing the activities of the operating and administrative departments of the City of Wylie. Principal functions of the City Manager's Office include providing support to Council in their policy making role; ensuring that City ordinances, resolutions and regulations are executed and enforced; submitting annual proposed operating and capital budgets; and responding to concerns and requests from citizens and Council.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Represent Wylie's position to local, regional and state entities including the North Texas Municipal Water District, Collin County Commissioners Court, Texas Department of Transportation, and the North Central Texas Council of Governments.  
Strategic Goals: Planning Management; Community Focused Government; Infrastructure

Represent Wylie's interest regarding regional transportation initiatives including Collin County Future Mobility Study, TXDOT and NCTCOG. Will emphasize work within the downtown historic district as well as major intersections.  
Strategic Goals: Planning Management; Financial Health, Infrastructure; Community Focused Government

Continue to review long-term capital needs with regard to long-term financial capabilities.  
Strategic Goals: Planning Management; Financial Health

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Developed a new council member orientation program. This can also serve as an orientation for new boards and commissions members.

Strategic Goals: Infrastructure; Community Focused Government

Created an RFP to establish a new On-Demand Ridesharing Public Private Partnership program to replace the Interlocal Public Transit Service with Dallas Area Rapid Transit Mobility Service, LGC.

Strategic Goals: Infrastructure; Community Focused Government

Finalized a Transition Plan to conform to the federally mandated requirement by Title II (State and Local Government) of the Americans with Disabilities Act.

Strategic Goals: Infrastructure

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
City Manager	1.0	1.0	1.0	1.0
Deputy City Manager	0.0	1.0	1.0	1.0
Assistant City Manager	2.0	1.0	1.0	1.0
Public Information Officer	1.0	1.0	1.0	1.0
Digital Media Specialist	1.0	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0	1.0
Public Arts Coordinator	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>



# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### CITY MANAGER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$922,811	\$881,129	\$881,129	\$870,231
51112 SALARIES - PART TIME	\$21,411	\$22,122	\$22,122	\$17,905
51130 OVERTIME	\$1,546	\$6,500	\$6,500	\$6,500
51140 LONGEVITY PAY	\$3,724	\$3,953	\$3,953	\$3,914
51210 CAR ALLOWANCE	\$2,756	\$6,600	\$6,600	\$6,600
51310 TMRS	\$131,734	\$135,757	\$135,757	\$137,430
51350 DEFERRED COMPENSATION	\$5,000	\$6,000	\$6,000	\$6,000
51410 HOSPITAL AND LIFE INSURANCE	\$73,581	\$104,866	\$104,866	\$106,639
51420 LONG-TERM DISABILITY	\$1,173	\$3,198	\$3,198	\$3,220
51440 FICA	\$35,812	\$57,021	\$57,021	\$56,082
51450 MEDICARE	\$13,529	\$13,335	\$13,335	\$13,116
51470 WORKERS COMP PREMIUM	\$1,109	\$1,036	\$1,319	\$1,929
51480 UNEMPLOYMENT COMP (TWC)	\$69	\$2,160	\$2,160	\$2,160
51510 TEMPORARY PERSONNEL	\$0	\$0	\$0	\$0
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,214,255</b>	<b>\$1,243,678</b>	<b>\$1,243,960</b>	<b>\$1,231,726</b>
52010 OFFICE SUPPLIES	\$2,578	\$4,500	\$4,500	\$4,500
52810 FOOD SUPPLIES	\$780	\$1,010	\$1,010	\$1,010
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$3,358</b>	<b>\$5,510</b>	<b>\$5,510</b>	<b>\$5,510</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54910 BUILDINGS	(\$27)	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>(\$27)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$14,304	\$6,500	\$6,500	\$6,500
56080 ADVERTISING	\$3,778	\$4,000	\$4,000	\$4,000
56110 COMMUNICATIONS	\$268	\$456	\$456	\$456
56210 TRAVEL AND TRAINING	\$11,446	\$32,514	\$32,514	\$34,514
56250 DUES AND SUBSCRIPTIONS	\$4,948	\$9,663	\$9,663	\$11,651
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$34,744</b>	<b>\$53,133</b>	<b>\$53,133</b>	<b>\$57,121</b>
<b>TOTAL CITY MANAGER</b>	<b>\$1,252,330</b>	<b>\$1,302,321</b>	<b>\$1,302,603</b>	<b>\$1,294,357</b>

# CITY OF WYLIE

## CITY SECRETARY

### DEPARTMENT DESCRIPTION

The City Secretary's Office serves as the professional link between the citizens, the local governing bodies, and agencies of the government at all levels in a neutral and impartial manner, rendering equal service to all. Some functions of the office of City Secretary are to give notice of all official public meetings of the City; hold and maintain the seal of the City; administer City elections; codify and quarterly supplement the Code of Ordinances; receive and process applications for advisory boards and commissions; receive all claims against the City; process petitions filed by citizens; receive and process all open records requests; establish and maintain all records management operations for the City; administer Municode Meetings and Laserfiche; create electronic forms and workflows to assist the public and departments with efficiency and accessibility; and perform Open Meetings Act, Public Information Act, records management, conflicts of interests, and Code of Conduct training for staff, board and commission members, and City Council.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Wylie General Election (May 2024) - Continue contracting with Collin, Dallas, and Rockwall Counties to make it more convenient for the voters.

Strategic Goals: Community-Focused Government

Boards and Commissions facilitating.

Strategic Goals: Community-Focused Government

Complete the Code of Ordinance updates quarterly instead of on an annual basis.

Strategic Goals: Community-Focused Government

Notice and publication processing while focusing on fiscal accountability and customer service.

Strategic Goals: Community-Focused Government

Continue records management service for the City.

Strategic Goals: Community-Focused Government

Public Information Request processing with a focus on transparency in government.

Strategic Goals: Community-Focused Government

Continue to build and provide City forms online and workflows for easy access by the public and faster processing internally.

Strategic Goals: Community-Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completed the 2022/2023 Board and Commission appointments and installations utilizing the electronic application with 52 applications received.

Strategic Goals: Community-Focused Government

Provided training to all Board and Commission members in Open Meetings, Public Information, Records Management, Conflicts of Interest, Local Government Code 171 and 176, and the City of Wylie Code of Conduct.

Strategic Goals: Community-Focused Government

Provided electronic storage and staff assistance in Laserfiche for City documents. From October 1, 2022 to June 9, 2023 24,291 documents, or 152,946 pages, have been added in the Laserfiche system. 7,769 documents, or 45,061 pages, of those documents/pages were brought in utilizing Laserfiche Forms. The total number of documents in the repository is 443,694 and the total number of pages is 2,167,645.

Strategic Goals: Community-Focused Government

## CITY SECRETARY CONTINUED

Processed and closed approximately 500 public information requests from October 1, 2022 to June 9, 2023.

Strategic Goals: Community-Focused Government

From October 1, 2022 to June 9, 2023 staff created five new workflows and recreated two existing workflows, created eight new electronic forms, and recreated two existing electronic forms in Laserfiche for various departments.

Strategic Goals: Community-Focused Government

Distributed documents and held 14 City Council meetings from October 1, 2022 to June 9, 2023.

Strategic Goals: Community-Focused Government

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
City Secretary	1.0	1.0	1.0	1.0
Deputy City Secretary	1.0	0.0	0.0	0.0
Records Analyst	1.0	1.0	1.0	0.0
Records and Information Analyst II	0.0	0.0	0.0	1.0
Administrative Assistant II	0.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

# CITY SECRETARY CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Number of all City agendas posted including Council, and boards and commissions	183	183	130	130	130
Number of requests for Public Information	600	600	600	600	600
Number of Resolutions for consideration	38	33	33	25	30
Number of Ordinances for consideration	62	62	75	45	55
Number of TABC applications received	6	6	9	10	7
Number of Documents Created in Laserfiche	48,307	49,000	49,000	40,000	45,000
Number of Municode Meetings Portal subscribers	470	470	490	550	600
Number of Board and Commission applications received	75	48	55	52	55

EFFICIENCY / EFFECTIVENESS					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Promote a good relationship with the public by providing courteous and prompt service for Open Records Requests and reply within the first four business days.			350	350	400
Promote accessibility and efficiency by continuing to create electronic Laserfiche Forms.	8	8	7	8	7
Assist departments with efficiency by building workflow processes in Laserfiche.	3	3	7	5	5

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### CITY SECRETARY

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$183,364	\$209,084	\$209,084	\$221,021
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$0
51130 OVERTIME	\$174	\$500	\$0	\$0
51140 LONGEVITY PAY	\$1,012	\$1,109	\$1,109	\$1,253
51310 TMRS	\$28,668	\$32,657	\$32,657	\$34,453
51410 HOSPITAL AND LIFE INSURANCE	\$27,723	\$34,979	\$34,979	\$35,407
51420 LONG-TERM DISABILITY	\$392	\$765	\$765	\$818
51440 FICA	\$10,706	\$13,063	\$13,063	\$13,781
51450 MEDICARE	\$2,504	\$3,055	\$3,055	\$3,223
51470 WORKERS COMP PREMIUM	\$231	\$240	\$240	\$475
51480 UNEMPLOYMENT COMP (TWC)	\$26	\$810	\$810	\$810
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$254,801</b>	<b>\$296,262</b>	<b>\$295,762</b>	<b>\$311,241</b>
52010 OFFICE SUPPLIES	\$2,181	\$2,570	\$2,570	\$2,820
52040 POSTAGE AND FREIGHT	\$0	\$0	\$0	\$0
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$14,010
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
52810 FOOD SUPPLIES	\$504	\$1,200	\$1,200	\$1,275
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$2,685</b>	<b>\$3,770</b>	<b>\$3,770</b>	<b>\$18,105</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$11,522	\$28,835	\$18,835	\$26,915
56070 ELECTIONS	\$25,722	\$50,500	\$25,500	\$47,850
56080 ADVERTISING	\$6,204	\$5,500	\$5,500	\$6,000
56210 TRAVEL AND TRAINING	\$6,883	\$6,000	\$6,000	\$6,220
56250 DUES AND SUBSCRIPTIONS	\$664	\$1,010	\$1,010	\$1,184
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$50,996</b>	<b>\$91,845</b>	<b>\$56,845</b>	<b>\$88,169</b>
<b>TOTAL CITY SECRETARY</b>	<b>\$308,481</b>	<b>\$391,877</b>	<b>\$356,377</b>	<b>\$417,515</b>

# CITY OF WYLIE

## CITY ATTORNEY

### DEPARTMENT DESCRIPTION

The City Attorney acts as legal advisor, Attorney, and counselor for the City and all of its officers in matters relating to their official duties. It is the City Attorney's function to advise the City Council and the various departments of the City, as to the scope of the City's authority and to counsel the City of Wylie in legal issues.

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### CITY ATTORNEY

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51250 JUDICIAL PAY	\$0	\$0	\$0	\$0
51440 FICA	\$0	\$0	\$0	\$0
51450 MEDICARE	\$0	\$0	\$0	\$0
51470 WORKERS COMP PREMIUM	\$0	\$0	\$0	\$0
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56530 COURT AND LEGAL COSTS	\$186,818	\$170,000	\$170,000	\$170,000
56540 LEGAL INDIRECT COSTS	\$0	\$0	\$0	\$0
56550 LEGAL LITIGATION	\$0	\$0	\$0	\$0
56560 LEGAL OTHER COUNSEL	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$186,818</b>	<b>\$170,000</b>	<b>\$170,000</b>	<b>\$170,000</b>
<b>TOTAL CITY ATTORNEY</b>	<b>\$186,818</b>	<b>\$170,000</b>	<b>\$170,000</b>	<b>\$170,000</b>

# CITY OF WYLIE

## FINANCE

### DEPARTMENT DESCRIPTION

The Finance Department's mission is to administer the City's fiscal affairs in accordance with applicable local, state and federal guidelines, to ensure fiscal responsibility to citizens and to provide competent, quality service to external and internal customers. The Finance Department includes accounting, auditing, accounts payable, revenue collections, cash management, debt management, and capital assets. The department prepares an annual comprehensive financial report (ACFR) and assists the City Manager with development of the City's annual operating and capital budgets, as well as development and maintenance of a five and ten year financial plan.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to participate in GFOA's award programs.

Strategic Goal: Financial Health

Continue to participate in the Texas State Comptroller's Transparency Star program.

Strategic Goal: Financial Health

Review and update Financial, Investment and Debt policies.

Strategic Goal: Financial Health

Review bond rating agency requirements in preparation for upcoming issuances.

Strategic Goal: Financial Health

Develop a written guide for the Finance Section of the EOC.

Strategic Goal: Financial Health

Continue to develop and cross train staff with in-house training, professional conferences and Governmental Accounting Academy.

Strategic Goals: Financial Health, Workforce

Review all department processes for possible improvements in efficiency (including paperless alternatives) and customer service (external and internal).

Strategic Goals: Financial Health, Workforce

Continue to develop alternatives for working remotely (when necessary) while maintaining the integrity of all systems and continuing to provide excellent customer service.

Strategic Goals: Financial Health, Workforce

Implement new budgeting software to reduce time required to produce the budget book and to provide more transparent information online.

Strategic Goals: Financial Health, Workforce

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Awarded Certificate of Achievement for Excellence in Financial Reporting by Government Finance Officers Association for the 2022 ACFR

Strategic Goal: Financial Health

Awarded Distinguished Budget Presentation Award by Government Finance Officers Association for the 2023 Budget.

Strategic Goal: Financial Health



## FINANCE CONTINUED

Rating upgrade by Standard and Poor Global Ratings from AA to AA+. Maintained AA1 bond rating from Moody's Investors Service.

Strategic Goal: Financial Health

Created and implemented electronic PARS to streamline the approval process and improve turn-around time for payment.

Strategic Goal: Financial Health

Created and implemented electronic budget transfers to streamline the approval process and improve turn-around time for departments.

Strategic Goal: Financial Health

Implemented monthly Team Building Events.

Strategic Goal: Workforce

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Finance Director	1.0	1.0	1.0	1.0
Asst. Finance Director	1.0	1.0	1.0	1.0
Budget Manager	1.0	1.0	1.0	1.0
Accountant	2.0	2.0	2.0	2.0
Payroll Specialist	1.0	0.0	0.0	0.0
Accounts Payable Specialist	2.0	2.0	2.0	2.0
Administrative Assistant I	1.0	0.0	0.0	0.0
Administrative Assistant II	0.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>9.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

# FINANCE CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Number of Purchase Orders Processed	5,796	5,900	5,900	6,021	6,200
Number of Journal Entries Posted	1,988	2,100	2,100	2,217	2,300

EFFICIENCY / EFFECTIVENESS						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Budget approved by August 5th	August 5th	August 7th	August 5th	August 5th	August 4	August 5th
Budget Book Completed 90 days after adoption of the budget	90 days	80 days	90 days	90 days	90 days	90 days
Provide information to financial advisors, bondholders, underwriters and rating agencies (S&P) to lower city interest expense	S&P = AAA	AA	AA	AA	AA+	AA+
Provide information to financial advisors, bondholders, underwriters and rating agencies (Moody's) to lower city interest expense	Moody's = Aaa	Aa2	Aa2	Aa1	Aa1	Aa1
Provide stewardship of financial resources balancing the City's short and long term needs by maintaining the current Net Direct Debt Per Capita per the Debt Management Policy	at or below \$2,000	1,062	1,062	1,081	949	1,113
Provide stewardship of financial resources balancing the City's short and long term needs by maintaining a healthy General Fund balance (unassigned fund balance as a % of operating budget)	minimum of 35%	71.69%	71.69%	46%	65.2%	36%
Maintain percent of current property taxes collected (major revenue source)	100%	99.7%	99.7%	100%	99.45%	100%
Complete and present to the governing body an independent audit within 120 days of fiscal year end.	January 28	January 26	January 26	January 25	January 24	January 23
Provide stewardship of financial resources balancing the City's short and long term needs by maintaining a ratio of Net Direct Debt to Assessed Value of properties in the City per the Debt Management Policy	at or below 4%	.0119	.0119	.0107	.0106	.0132

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### FINANCE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$548,954	\$588,933	\$588,933	\$593,278
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$0
51130 OVERTIME	\$0	\$2,000	\$0	\$0
51140 LONGEVITY PAY	\$3,440	\$2,943	\$2,943	\$3,328
51310 TMRS	\$86,196	\$92,051	\$92,051	\$92,474
51410 HOSPITAL AND LIFE INSURANCE	\$72,787	\$87,678	\$87,678	\$95,736
51420 LONG-TERM DISABILITY	\$1,212	\$2,131	\$2,131	\$2,196
51440 FICA	\$33,451	\$36,821	\$36,821	\$36,990
51450 MEDICARE	\$7,823	\$8,616	\$8,616	\$8,651
51470 WORKERS COMP PREMIUM	\$783	\$667	\$850	\$1,272
51480 UNEMPLOYMENT COMP (TWC)	(\$1)	\$2,160	\$2,160	\$2,160
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$754,646</b>	<b>\$823,999</b>	<b>\$822,183</b>	<b>\$836,085</b>
52010 OFFICE SUPPLIES	\$7,265	\$7,850	\$7,850	\$8,200
52810 FOOD SUPPLIES	\$776	\$800	\$800	\$800
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$8,041</b>	<b>\$8,650</b>	<b>\$8,650</b>	<b>\$9,000</b>
54810 COMPUTER HARD/SOFTWARE	\$0	\$81,000	\$0	\$81,000
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$81,000</b>	<b>\$0</b>	<b>\$81,000</b>
56040 SPECIAL SERVICES	\$25,787	\$29,500	\$29,500	\$30,700
56080 ADVERTISING	\$3,153	\$6,600	\$6,600	\$6,600
56110 COMMUNICATIONS	\$0	\$0	\$0	\$0
56180 RENTAL	(\$1)	\$3,600	\$3,600	\$3,600
56210 TRAVEL AND TRAINING	\$2,790	\$12,000	\$12,000	\$9,400
56250 DUES AND SUBSCRIPTIONS	\$1,144	\$1,690	\$1,690	\$1,715
56330 BANK SERVICE CHARGES	\$5,300	\$6,200	\$6,200	\$6,200
56340 CCARD ONLINE SERVICE FEES	\$23,900	\$30,000	\$40,000	\$30,000
56350 APPRAISAL FEES	\$254,857	\$280,360	\$280,360	\$280,452
56510 AUDIT AND LEGAL SERVICES	\$80,235	\$76,350	\$76,350	\$82,960
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$397,164</b>	<b>\$446,300</b>	<b>\$456,300</b>	<b>\$451,627</b>
<b>TOTAL FINANCE</b>	<b>\$1,159,851</b>	<b>\$1,359,949</b>	<b>\$1,287,133</b>	<b>\$1,377,712</b>

# CITY OF WYLIE

## FACILITIES

### DEPARTMENT DESCRIPTION

The Facilities Department is a division of Support Services. It is responsible for the maintenance of all municipal facilities. Facility maintenance functions include general custodial duties and repair or upkeep of offices and public areas, HVAC, plumbing, electrical, and building systems.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Work with all departments to assist with projects and improvements to all facilities.

Strategic Goals: Infrastructure

Reduce downtime and maintain the efficiency of critical systems by continuing to improve preventative maintenance procedures.

Strategic Goals: Infrastructure

Continue to improve customer service as well as tracking and response time for maintenance work orders.

Strategic Goals: Infrastructure

Develop a long-range plan to maintain major systems and projected facility needs.

Strategic Goals: Infrastructure

Continue to improve building systems at the Public Safety Building.

Strategic Goals: Infrastructure

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Installed new dog runs and kennel heaters at Animal Control.

Strategic Goals: Infrastructure

Replaced the AC compressors at the radio tower building.

Strategic Goals: Infrastructure

Assisted with the remodel of and installed access control at Fire Station 1.

Strategic Goals: Infrastructure

Performed major repairs on the chill water system.

Strategic Goals: Infrastructure

Assisted with repairing the electrical panels at Rush Creek lift station.

Strategic Goals: Infrastructure

Performed major repairs to the generator at the Public Safety Building.

Strategic Goal: Infrastructure

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Facilities Manager	1.0	1.0	1.0	1.0
Maintenance Technician	2.0	3.0	3.0	3.0
TOTAL	3.0	4.0	4.0	4.0

ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	BENCHMARK	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Respond and complete work orders.	60 per month		720	702	720

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### FACILITIES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$260,578	\$276,582	\$276,582	\$272,439
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$0
51130 OVERTIME	\$225	\$3,717	\$3,717	\$3,717
51140 LONGEVITY PAY	\$1,104	\$1,957	\$1,957	\$1,439
51310 TMRS	\$40,859	\$43,750	\$43,750	\$43,028
51410 HOSPITAL AND LIFE INSURANCE	\$37,635	\$45,737	\$45,737	\$50,522
51420 LONG-TERM DISABILITY	\$669	\$1,005	\$1,005	\$1,008
51440 FICA	\$15,786	\$17,500	\$17,500	\$17,211
51450 MEDICARE	\$3,692	\$4,093	\$4,093	\$4,026
51470 WORKERS COMP PREMIUM	\$755	\$676	\$1,935	\$2,299
51480 UNEMPLOYMENT COMP (TWC)	\$36	\$1,080	\$1,080	\$1,080
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$361,338</b>	<b>\$396,096</b>	<b>\$397,356</b>	<b>\$396,769</b>
52010 OFFICE SUPPLIES	\$46	\$100	\$100	\$100
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$3,181	\$1,500	\$1,500	\$1,500
52210 JANITORIAL SUPPLIES	\$39,030	\$47,000	\$47,000	\$47,000
52310 FUEL AND LUBRICANTS	\$7,057	\$7,000	\$7,000	\$7,000
52710 WEARING APPAREL AND UNIFORMS	\$0	\$500	\$500	\$500
52740 FLAGS	\$701	\$5,000	\$5,000	\$5,000
52810 FOOD SUPPLIES	\$11,650	\$12,900	\$12,900	\$22,500
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$61,665</b>	<b>\$74,000</b>	<b>\$74,000</b>	<b>\$83,600</b>
54810 COMPUTER HARD/SOFTWARE	\$10,657	\$0	\$0	\$0
54910 BUILDINGS	\$188,583	\$235,000	\$235,000	\$235,000
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$199,239</b>	<b>\$235,000</b>	<b>\$235,000</b>	<b>\$235,000</b>
56040 SPECIAL SERVICES	\$265,010	\$321,500	\$321,500	\$321,500
56110 COMMUNICATIONS	\$35	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$265,045</b>	<b>\$321,500</b>	<b>\$321,500</b>	<b>\$321,500</b>
58850 MAJOR TOOLS AND EQUIPMENT	\$0	\$25,000	\$0	\$25,000
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>
<b>TOTAL FACILITIES</b>	<b>\$887,288</b>	<b>\$1,051,596</b>	<b>\$1,027,856</b>	<b>\$1,061,869</b>

# CITY OF WYLIE

## MUNICIPAL COURT

### DEPARTMENT DESCRIPTION

The court's mission is to provide a fair, impartial and timely adjudication of misdemeanor offenses committed and filed in the City of Wylie. To properly administer this function, the department must schedule offenders to appear before the court, adjudicate the trial, collect fines from guilty offenders, and issue warrants of arrest.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Staff will continue to participate in the continuing education and certification programs through TMCEC.  
Strategic Goals: Workforce, Health, Safety and Well-Being

The Juvenile Case Manager program will continue to expand Teen Court and other programs for youth to reduce recidivism. Teen Court Attorneys will participate in the Teen Court Association of Texas Mock Trial competition.  
Strategic Goal: Community Focused Government

Continue to schedule Annual Warrant Resolution Open Docket Day.  
Strategic Goals: Community Focused Government, Workforce

Continue to host training with the Texas Court Clerks Association.  
Strategic Goal: Workforce

Continue to participate in Municipal Court Week.  
Strategic Goal: Workforce

Continue to participate in National Night Out.  
Strategic Goals: Workforce, Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

All staff continue to participate in continuing education and certification programs through Texas Municipal Courts Education Center. The Juvenile Case Manager maintained Level II Certification, Deputy Clerk maintained Level II Certification, Senior Clerk maintained Level I certification, and Court Administrator maintained Level III certification.  
Strategic Goals: Community Focused Government, Health, Safety and Well-Being

Juvenile Case Manager program beginning sixth year for the Wylie Teen Court program.  
Strategic Goal: Community Focused Government

The Juvenile Case Manager program continued to partner with MADD to host Victim Impact Panels at our facility.  
Strategic Goals: Community Focused Government, Workforce

Participated in Municipal Court Week, luncheon for court staff with city management.  
Strategic Goal: Workforce

Hosted mock trial competitions for Wylie ISD and Classical Conversations Home School organization.  
Strategic Goal: Community Focused Government

Participated in National Night Out, provided a DWI simulator loaned from Texas AandM Agrilife Extension Alcohol and Drug Awareness program along with Teen Court and traffic safety promotional items.  
Strategic Goal: Community Focused Government, Safety and Well-Being

Continued to adjust court operating procedures adhering to mandates and guidelines provided and ordered by the Supreme Court of Texas as a result of the pandemic. Successfully commenced jury trials and re-established procedures for due dates to eliminate backlog of disposed cases caused by orders from the Supreme Court of Texas as a result of the

# MUNICIPAL COURT CONTINUED

pandemic.

Strategic Goals: Workforce, Health, Safety and Well-Being

Upgraded court software to Incode 10 Court, final implementation August 2022. New software will provide the option to request Driving Safety and Deferred Disposition online.

Strategic Goals: Workforce, Community Focused Government

Collaborated with Wylie Presiding and Associate Judges, Collin County Probation, Collin County District Attorney, and arresting agencies to successfully implement procedures for Emergency Protective Order Modification and Bond Condition Violation hearings scheduled through the Wylie Municipal Court.

Strategic Goals: Workforce

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Court Administrator	1.0	1.0	1.0	1.0
Juvenile Case Manager	1.0	1.0	1.0	1.0
Senior Court Clerk	1.0	1.0	1.0	1.0
Deputy Court Clerk	2.0	2.0	2.0	2.0
<b>TOTAL</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>				
<b>MEASURE</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2024 TARGET</b>

Clearance Rate - the number of outgoing cases as a percentage of the number of incoming cases. Goal is equal to or greater than 95%.

96%

107%

95%

95%

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### MUNICIPAL COURT

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$240,144	\$270,169	\$270,169	\$266,656
51130 OVERTIME	\$2,707	\$5,500	\$5,500	\$6,500
51140 LONGEVITY PAY	\$1,144	\$1,361	\$1,361	\$913
51160 CERTIFICATION INCENTIVE	\$0	\$1,200	\$1,200	\$1,200
51250 JUDICIAL PAY	\$70,613	\$100,000	\$100,000	\$114,000
51310 TMRS	\$37,920	\$43,126	\$43,126	\$42,667
51410 HOSPITAL AND LIFE INSURANCE	\$35,894	\$47,769	\$47,769	\$55,994
51420 LONG-TERM DISABILITY	\$416	\$1,357	\$1,357	\$1,409
51440 FICA	\$19,170	\$23,451	\$23,451	\$24,135
51450 MEDICARE	\$4,483	\$5,485	\$5,485	\$5,645
51470 WORKERS COMP PREMIUM	\$428	\$431	\$549	\$980
51480 UNEMPLOYMENT COMP (TWC)	\$64	\$1,890	\$1,890	\$2,160
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$412,982</b>	<b>\$501,738</b>	<b>\$501,857</b>	<b>\$522,259</b>
52010 OFFICE SUPPLIES	\$5,423	\$6,500	\$6,500	\$6,500
52810 FOOD SUPPLIES	\$3,663	\$5,000	\$5,000	\$5,500
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$9,086</b>	<b>\$11,500</b>	<b>\$11,500</b>	<b>\$12,000</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$4,590	\$5,700	\$5,700	\$6,000
56110 COMMUNICATIONS	\$42	\$475	\$475	\$475
56210 TRAVEL AND TRAINING	\$5,174	\$10,500	\$10,500	\$10,500
56250 DUES AND SUBSCRIPTIONS	\$220	\$465	\$465	\$465
56510 AUDIT AND LEGAL SERVICES	\$21,860	\$50,000	\$50,000	\$50,000
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$31,885</b>	<b>\$67,140</b>	<b>\$67,140</b>	<b>\$67,440</b>
<b>TOTAL MUNICIPAL COURT</b>	<b>\$453,953</b>	<b>\$580,378</b>	<b>\$580,497</b>	<b>\$601,699</b>



# CITY OF WYLIE

## HUMAN RESOURCES

### DEPARTMENT DESCRIPTION

The City of Wylie Human Resources Department exists to serve the employees of the City to the best of our ability while maintaining the integrity of established policies, procedures, and expectations. We strive to promote the positive aspects of working for this great city while fostering an atmosphere of fairness and employee engagement. These goals are accomplished by a conscious effort to be present and available to departments on casual and formal occasions and be involved at the level required by the individual departments and managers.

The Human Resources team includes our HR Director, Risk Administrator, two HR Analysts, Payroll Specialist, and an Administrative Assistant. This department is responsible for employee relations, policy administration, safety, benefits, recruiting, payroll, tuition reimbursement, city-wide events, wellness programs, and training.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Review and update recruiting and retention approach  
Strategic Goal: Workforce

Continue to expand in-person training and succession development  
Strategic Goal: Workforce

Explore cost containment strategies for all employee benefits while staying competitive  
Strategic Goals: Workforce; Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Hosted successful Public Works job fair  
Strategic Goal: Workforce; Health, Safety, and Well-Being

Recognized as a We Hire Vets employer and won Texas Veterans Commission Government Entity of the Year  
Strategic Goals: Workforce; Health, Safety, and Well-Being

Enhanced internal communication via various online platforms to engage employees  
Strategic Goals: Workforce; Health, Safety, and Well-Being

Market adjustment for all general government positions  
Strategic Goal: Workforce

Implemented new (video presentation) interview technology  
Strategic Goal: Workforce

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Human Resources Director	1.0	1.0	1.0	1.0
Risk Coordinator	1.0	1.0	1.0	1.0
Human Resource Analyst	2.0	2.0	2.0	2.0
Payroll Specialist	0.0	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>5.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Annual Turnover	18%	19%	15%	20%	15%
Applications Received/Reviewed	1,799	2,168	2,000	2,168	2,300

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND HUMAN RESOURCES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$417,579	\$468,808	\$468,808	\$464,860
51112 SALARIES - PART TIME	\$0	\$8,175	\$8,175	\$8,175
51130 OVERTIME	\$0	\$250	\$0	\$0
51140 LONGEVITY PAY	\$2,116	\$3,088	\$3,088	\$3,047
51250 TUITION REIMBURSEMENT	\$18,413	\$20,000	\$20,000	\$20,000
51310 TMRS	\$66,728	\$73,183	\$73,183	\$72,526
51410 HOSPITAL AND LIFE INSURANCE	\$44,791	\$58,519	\$58,519	\$64,514
51420 LONG-TERM DISABILITY	\$837	\$1,711	\$1,711	\$1,720
51440 FICA	\$26,243	\$29,780	\$29,780	\$29,518
51450 MEDICARE	\$6,138	\$6,965	\$6,965	\$6,903
51470 WORKERS COMP PREMIUM	\$505	\$544	\$693	\$1,015
51480 UNEMPLOYMENT COMP (TWC)	\$109	\$1,755	\$1,755	\$1,755
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$583,459</b>	<b>\$672,778</b>	<b>\$672,677</b>	<b>\$674,033</b>
52010 OFFICE SUPPLIES	\$2,923	\$3,000	\$3,000	\$3,000
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
52810 FOOD SUPPLIES	\$2,499	\$2,500	\$2,500	\$2,500
<b>TOTAL SUPPLIES</b>	<b>\$5,422</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
54810 COMPUTER HARD/SOFTWARE	\$17,690	\$17,550	\$17,550	\$17,550
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$17,690</b>	<b>\$17,550</b>	<b>\$17,550</b>	<b>\$17,550</b>
56040 SPECIAL SERVICES	\$107,732	\$85,950	\$85,950	\$117,950
56080 ADVERTISING	\$4,590	\$5,000	\$5,000	\$5,000
56110 COMMUNICATIONS	\$0	\$0	\$0	\$0
56180 RENTAL	\$0	\$0	\$0	\$0
56210 TRAVEL AND TRAINING	\$7,758	\$28,000	\$28,000	\$28,000
56250 DUES AND SUBSCRIPTIONS	\$3,448	\$3,010	\$3,010	\$3,010
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$123,528</b>	<b>\$121,960</b>	<b>\$121,960</b>	<b>\$153,960</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>\$730,099</b>	<b>\$817,788</b>	<b>\$817,687</b>	<b>\$851,043</b>

# CITY OF WYLIE

## PURCHASING

### DEPARTMENT DESCRIPTION

The mission of the Purchasing Department is to process purchases and bids, and manage contracts for the organization in a timely manner, ensure compliance with policies, procedures, and regulations; facilitate asset disposal; and manage risk requirements and insurance coverage for property, vehicles and general liability, and process liability claims.

To promote fiscal responsibility by obtaining the right product, for the right purpose, at the right time, for the right price . To actively seek fair competition in the procurement process. To ensure ethical compliance with Federal, State and local laws. To treat suppliers fairly and equitably. To increase public confidence in public purchasing .

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Job Order Contracting Program; review existing program and the additional firms  
Strategic Goal: Financial Health

Fund Balance and Bond Programs: complete the bid processes for these projects.  
Strategic Goal: Financial Health

Create a procurement education series; 1-2 hour classes on specific topics that would be offered through the internal quarterly HR training calendar.  
Strategic Goal: Financial Health

Transition the contract database to e-procurement partner, and roll out reporting to departments.  
Strategic Goal: Financial Health

Develop continuing education plans for buyer and senior buyer to assist with knowledge base and certifications  
Strategic Goal: Financial Health

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Council approval of the 2023 Procurement Manual.  
Strategic Goal: Financial Health

Filled a staff opening for a Senior Buyer Position.  
Strategic Goal: Financial Health

Processed 30 new claims; and successfully transitioned Property and Liability Risk functions to the HR Risk Administrator to consolidate expertise and knowledge, and improve claim settlement responses.  
Strategic Goal: Health, Safety and Well-Being

Roll out a new Job Order Contracting Program (Collin College/Gordian Group) to departments.  
Strategic Goal: Financial Health

Assisted departments with 100+ bids/project orders and quotes; including bidding of the Dog Park and Splash Pads, Eubanks Lane Improvements, Ballard Water Tank, Hensley/Woodbridge Traffic Signal, working with WFR on various contracts for the new EMS Division (purchase of 2 used ambulances, Medical Director, EMS supplies, and EMS billing)  
Strategic Goal: Financial Health

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Purchasing Manager	1.0	1.0	1.0	1.0
Senior Buyer	0.0	1.0	1.0	1.0
Buyer	1.0	1.0	1.0	1.0
TOTAL	2.0	3.0	3.0	3.0

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### PURCHASING

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$147,194	\$212,537	\$212,537	\$214,739
51130 OVERTIME	\$0	\$0	\$0	\$0
51140 LONGEVITY PAY	\$792	\$616	\$616	\$959
51310 TMRS	\$23,329	\$33,039	\$33,039	\$33,433
51410 HOSPITAL AND LIFE INSURANCE	\$17,183	\$36,107	\$36,107	\$25,253
51420 LONG-TERM DISABILITY	\$328	\$775	\$775	\$795
51440 FICA	\$9,087	\$13,215	\$13,215	\$13,373
51450 MEDICARE	\$2,125	\$3,091	\$3,091	\$3,128
51470 WORKERS COMP PREMIUM	\$235	\$241	\$307	\$460
51480 UNEMPLOYMENT COMP (TWC)	\$348	\$810	\$810	\$810
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$200,622</b>	<b>\$300,431</b>	<b>\$300,497</b>	<b>\$292,950</b>
52010 OFFICE SUPPLIES	\$1,427	\$2,500	\$2,500	\$2,500
<b>TOTAL SUPPLIES</b>	<b>\$1,427</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$10,250	\$11,000	\$11,000	\$11,500
56080 ADVERTISING	\$1,358	\$5,400	\$5,400	\$6,000
56210 TRAVEL AND TRAINING	\$6,330	\$9,000	\$9,000	\$10,000
56250 DUES AND SUBSCRIPTIONS	\$1,512	\$2,200	\$2,200	\$2,400
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$19,450</b>	<b>\$27,600</b>	<b>\$27,600</b>	<b>\$29,900</b>
<b>TOTAL PURCHASING</b>	<b>\$221,499</b>	<b>\$330,531</b>	<b>\$330,597</b>	<b>\$325,350</b>

<b>CITY OF WYLIE</b> <b>INFORMATION TECHNOLOGY</b>	
DEPARTMENT DESCRIPTION	
<p>The mission of the Information Technology Department is to provide technical support to the organization for current software and equipment as well as planning for future technology initiatives. Support includes assisting in the development and implementation of technology related policies and procedures.</p>	
FISCAL YEAR 2024 GOALS AND OBJECTIVES	
<p>Complete the configuration of a Fiber Ring to City Hall. Strategic Goals: Infrastructure</p> <p>Install a more efficient system for the public safety RMS/CAD system. Strategic Goals: Infrastructure/Community Focused Government</p> <p>Upgrade the GIS infrastructure. Strategic Goals: Infrastructure/Community Focused Government</p> <p>Update GIS standard operating procedures. Strategic Goals: Workforce</p> <p>Integrate GIS with more departments through software, applications, and storyboards. Strategic Goals: Workforce/Community Focused Government</p>	
FISCAL YEAR 2023 ACCOMPLISHMENTS	
<p>Added redundant City connections and firewalls at each fire station. Strategic Goals: Infrastructure</p> <p>Completed Backup Dispatch at Fire Station 4. Strategic Goals: Infrastructure</p> <p>Installed a new video management system for the City. Strategic Goals: Infrastructure</p> <p>Updated the technology in the Council Chamber and Conference Room. Strategic Goals: Infrastructure/Community Focused Government</p> <p>Upgraded the City's phone and voicemail system. Strategic Goals: Infrastructure</p> <p>Upgraded the live streaming system for City meetings. Strategic Goals: Infrastructure/Community Focused Government</p> <p>Worked with multiple departments to create GIS applications and mapping data points to improve efficiency for the departments. Strategic Goals: Workforce</p>	

# INFORMATION TECHNOLOGY CONTINUED

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<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Operations Director	0.0	1.0	1.0	1.0
Information Technology Manager	1.0	1.0	1.0	1.0
Systems Analyst	1.0	0.0	0.0	0.0
System Specialist	0.0	0.0	0.0	1.0
IT Specialist	2.0	2.0	2.0	2.0
GIS Manager	0.0	1.0	1.0	1.0
GIS Analyst	1.0	0.0	0.0	0.0
GIS Technician	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>7.0</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>					
<b>MEASURE</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
IT support tickets resolved.		1,656	1,718	1,525	1,500

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND INFORMATION TECHNOLOGY

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$382,269	\$432,269	\$432,269	\$504,338
51130 OVERTIME	\$13,893	\$18,000	\$18,000	\$18,000
51140 LONGEVITY PAY	\$1,148	\$1,341	\$1,341	\$1,476
51310 TMRS	\$61,885	\$70,000	\$70,000	\$81,191
51410 HOSPITAL AND LIFE INSURANCE	\$47,212	\$66,789	\$66,789	\$93,567
51420 LONG-TERM DISABILITY	\$855	\$1,571	\$1,571	\$1,866
51440 FICA	\$24,374	\$27,999	\$27,999	\$32,477
51450 MEDICARE	\$5,700	\$6,549	\$6,549	\$7,596
51470 WORKERS COMP PREMIUM	\$503	\$510	\$2,508	\$3,284
51480 UNEMPLOYMENT COMP (TWC)	\$63	\$1,620	\$1,620	\$1,890
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$537,902</b>	<b>\$626,648</b>	<b>\$628,646</b>	<b>\$745,685</b>
52010 OFFICE SUPPLIES	\$1,176	\$1,000	\$1,000	\$1,000
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$0
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$204,930	\$245,945	\$245,945	\$156,250
52710 WEARING APPAREL AND UNIFORMS	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$206,105</b>	<b>\$246,945</b>	<b>\$246,945</b>	<b>\$157,250</b>
54810 COMPUTER HARD/SOFTWARE	\$867,475	\$1,200,787	\$1,050,787	\$1,176,886
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$867,475</b>	<b>\$1,200,787</b>	<b>\$1,050,787</b>	<b>\$1,174,186</b>
56040 SPECIAL SERVICES	\$3,955	\$38,540	\$38,540	\$38,540
56050 UNIFORM CONTRACT	\$0	\$0	\$0	\$0
56080 ADVERTISING	\$0	\$0	\$0	\$0
56110 COMMUNICATIONS	\$5,614	\$6,603	\$6,603	\$5,405
56180 RENTAL	\$21,025	\$82,180	\$82,180	\$82,180
56210 TRAVEL AND TRAINING	\$25,694	\$23,500	\$23,500	\$23,300
56250 DUES AND SUBSCRIPTIONS	\$0	\$355	\$355	\$790
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$56,288</b>	<b>\$151,178</b>	<b>\$151,178</b>	<b>\$150,215</b>
58810 COMPUTER HARD/SOFTWARE	\$0	\$75,000	\$75,000	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$0</b>
<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>\$1,667,770</b>	<b>\$2,300,558</b>	<b>\$2,152,556</b>	<b>\$2,230,036</b>

# CITY OF WYLIE

## POLICE DEPARTMENT

### DEPARTMENT DESCRIPTION

The Wylie Police Department is an organization that is devoted to our mission of providing a professional level of service. We strive to foster support and build relationships with those we serve. This is achieved through the enforcement of state law, city ordinances and by establishing partnerships with the community through programs that involve citizens, churches, and businesses regarding problem solving and crime prevention. Although a low crime rate is something that we are certainly proud of, there is much more to policing than what is measured by a crime rate. People move to Wylie for a better quality of life, which we strive to improve each year. Our budget this year has been designed to help us maintain and improve the quality of life as well as meet the standards that the citizens of Wylie have come to expect and appreciate.

Impacting the quality of life by providing a professional level of service that will foster support and build relationships with those we serve.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Maintain or reduce the crime rate and traffic collisions.

Strategic Goals: Health, Safety, and Well-Being

Continue working towards achieving accreditation in the Texas Police Chiefs Association Best Practices.

Strategic Goal: Community Focused Government

Achieve 100% policy update to meet the requirements for Texas Best Practices.

Strategic Goal: Community Focused Government

Continue working to fill vacancies within the department.

Strategic Goal: Workforce

The department is creating a platform that will offer citizens the ability to report minor offenses online. This will provide our citizens with a way to report minor criminal offenses without having to come to the police department or wait on an officer to respond to their residence.

Strategic Goal: Community Focused Government

Create and implement a training program for new supervisors.

Strategic Goal: Workforce

Develop a task book that employees can work through in order to prepare them for new positions within the department. Attrition over the next several years is a major concern, especially with tenured employees, which requires immediate action to begin preparing for progression within the department.

Strategic Goal: Workforce

Continue to work on and update the department's strategic plan for the future.

Strategic Goal: Infrastructure

### FISCAL YEAR 2023 ACCOMPLISHMENTS

The department improved its social media platform to push out pertinent information to the citizens.

Strategic Goal: Community Focused Government

The department received grant funding to increase traffic safety and enforcement. The grant helps to target high traffic areas in an effort to reduce the number of vehicle collisions.

Strategic Goal: Health, Safety, and well-Being

Department promoted several new supervisors.

Strategic Goal: Workforce

The department hired several new officers filling many of the vacant positions.

Strategic Goal: Workforce



# POLICE DEPARTMENT CONTINUED

STAFFING	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
Police Chief	1.0	1.0	1.0	1.0
Assistant Police Chief	1.0	1.0	1.0	1.0
Police Lieutenant	4.0	4.0	4.0	4.0
Police Sergeant	8.0	8.0	9.0	15.0
Police Corporal	6.0	6.0	6.0	0.0
Detective	9.0	10.0	10.0	10.0
Patrol Officer	26.0	26.0	27.0	30.0
Traffic Officer	2.0	2.0	2.0	3.0
School Resource Officer	7.0	7.0	7.0	8.0
Bailiff/Warrant Officer	1.5	1.5	1.5	1.5
Jail Manager	1.0	1.0	1.0	1.0
Detention Officer	6.0	8.0	8.0	8.0
Crime Prevention Officer	1.0	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0	1.0
Administrative Assistant I	1.0	1.5	1.5	1.5
Records Supervisor	1.0	1.0	1.0	1.0
Records Clerk	2.0	2.0	2.0	3.0
Crime Scene Tech/Criminalist	2.0	2.0	2.0	2.0
Crime Victim Advocate	1.0	1.0	1.0	1.0
Training Coordinator	0.0	1.0	1.0	1.0
Mental Health Coordinator	0.0	0.5	1.0	1.0
Quartermaster	0.0	0.5	0.5	0.5
Crossing Guard	4.0	4.0	5.0	5.0
TOTAL	85.5	91.0	94.5	100.5

ACTIVITY DEMAND / ACTIVITY WORKLOAD						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Crime Rate (Is figured per 1,000 population)	3% Reduction	23.23 (12% Reduction)	23.95 (9% Reduction)	23.23 (3% Reduction)	29.38 (23% Increase)	28.5 (3% Reduction)
Traffic Stops - Increase traffic enforcement in high traffic collision areas. Data is figured from October 1 - September 30.	5% Increase	9,641 (20% Increase)	9,469 (Decrease)	9,943 (5% Increase)		10,440 (5% Increase)
Mental Health Related Arrests by Police Officer Without a Warrant (APOWW)	5% Reduction	205 (29% Increase)	194 (22% Increase)	184 (5% Reduction)		175 (5% Reduction)
Motor Vehicle Collisions (Includes minor, major, and fatal accidents)	3% Reduction	888 (25% Increase)	1058 (19% Increase)	1026 (3% Decrease)		995 (3% Decrease)
Calls for Service (CFS)	3% Increase	29,994 (6% Increase)	31,042 (3% Increase)	31,973 (3% Increase)		32,932 (3% Increase)

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### POLICE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$6,383,670	\$7,024,404	\$7,024,404	\$7,482,756
51112 SALARIES - PART TIME	\$290,821	\$319,139	\$319,139	\$284,628
51130 OVERTIME	\$918,359	\$822,649	\$822,649	\$871,185
51140 LONGEVITY PAY	\$32,940	\$35,427	\$35,427	\$35,892
51150 FIELD TRAINING OFFICER PAY	\$12,857	\$14,400	\$14,400	\$19,200
51160 CERTIFICATION INCENTIVE	\$88,311	\$107,000	\$107,000	\$104,400
51170 PARAMEDIC INCENTIVE	\$2,507	\$2,500	\$2,500	\$2,500
51310 TMRS	\$1,152,703	\$1,240,606	\$1,240,606	\$1,313,871
51410 HOSPITAL AND LIFE INSURANCE	\$865,032	\$1,118,540	\$1,118,540	\$1,257,618
51420 LONG-TERM DISABILITY	\$13,824	\$26,368	\$26,368	\$27,564
51440 FICA	\$456,807	\$516,053	\$516,053	\$545,268
51450 MEDICARE	\$107,088	\$120,689	\$120,689	\$127,522
51470 WORKERS COMP PREMIUM	\$78,240	\$89,087	\$132,569	\$182,767
51480 UNEMPLOYMENT COMP (TWC)	\$7,120	\$32,130	\$32,130	\$32,130
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$10,410,279</b>	<b>\$11,468,991</b>	<b>\$11,512,474</b>	<b>\$12,287,301</b>
52010 OFFICE SUPPLIES	\$16,594	\$20,700	\$20,700	\$16,800
52040 POSTAGE AND FREIGHT	\$868	\$600	\$600	\$600
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$0
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$362,636	\$515,346	\$515,346	\$393,013
52210 JANITORIAL SUPPLIES	\$346	\$500	\$500	\$1,500
52250 MEDICAL AND SURGICAL	\$4,350	\$10,475	\$10,475	\$10,400
52310 FUEL AND LUBRICANTS	\$189,319	\$153,000	\$153,000	\$182,000
52710 WEARING APPAREL AND UNIFORMS	\$64,717	\$86,236	\$86,236	\$135,185
52810 FOOD SUPPLIES	\$14,038	\$26,750	\$26,750	\$32,150
52990 OTHER	\$44,706	\$74,110	\$74,110	\$67,480
<b>TOTAL SUPPLIES</b>	<b>\$697,574</b>	<b>\$887,717</b>	<b>\$887,717</b>	<b>\$839,128</b>
54510 MOTOR VEHICLES	\$7,800	\$13,600	\$13,600	\$22,000
54530 HEAVY EQUIPMENT	\$1,863	\$4,000	\$4,000	\$6,000
54630 TOOLS AND EQUIPMENT	\$1,989	\$10,000	\$10,000	\$10,000
54810 COMPUTER HARD/SOFTWARE	\$28,399	\$3,129	\$3,129	\$0
54910 BUILDINGS	\$0	\$3,000	\$3,000	\$1,500
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$40,052</b>	<b>\$33,729</b>	<b>\$33,729</b>	<b>\$39,500</b>

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### POLICE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$195,849	\$56,694	\$56,694	\$50,194
56110 COMMUNICATIONS	\$49,162	\$81,360	\$81,360	\$69,000
56150 LAB ANALYSIS	\$19,297	\$20,000	\$20,000	\$20,000
56180 RENTAL	\$30,307	\$34,400	\$34,400	\$41,620
56210 TRAVEL AND TRAINING	\$192,811	\$247,169	\$247,169	\$330,099
56250 DUES AND SUBSCRIPTIONS	\$4,605	\$8,920	\$8,920	\$7,110
56990 OTHER	\$9,124	\$15,000	\$15,000	\$15,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$501,155</b>	<b>\$463,543</b>	<b>\$463,543</b>	<b>\$533,023</b>
58510 MOTOR VEHICLES	\$282,974	\$517,093	\$331,093	\$466,000
58810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$46,339	\$0	\$0	\$0
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$329,313</b>	<b>\$517,093</b>	<b>\$331,093</b>	<b>\$466,000</b>
<b>TOTAL POLICE</b>	<b>\$11,978,373</b>	<b>\$13,371,073</b>	<b>\$13,228,556</b>	<b>\$14,164,952</b>

# CITY OF WYLIE

## FIRE DEPARTMENT

### DEPARTMENT DESCRIPTION

The Wylie Fire Rescue is an all-hazard professional fire and rescue organization of 66.5 FTEs. The department has 5 divisions which include administration, operations, communications, prevention, and emergency management. Fire Administration consists of the Fire Chief's office and emergency management which includes 7 administration personnel. Fire Prevention consists of 4.5 prevention personnel. Operations are the largest division and are based out of 4 strategically located fire stations across the city with 60 personnel assigned to it. Currently, operations have a minimum of 19 personnel duty at all times.

The Fire Department's objectives are to protect the lives, property, and environment of our community in the event of a man-made or natural threat; and to provide Advanced Life Support Emergency Medical Services. To accomplish these objectives, the department performs the following functions:

1. Community risk reduction which includes: fire inspection, prevention, and investigation
2. Fire suppression
3. Emergency medical response
4. Specialized programs which include: hazardous materials, water rescue, and technical rescue
5. Coordination of the community's emergency management activities.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Maintain our ISO #1 through a comprehensive planning program.

Strategic Goals: Health, Safety and Well-Being, Infrastructure

Implement and Fire Based EMS Ambulance system

Strategic Goal: Health Safety, and Well-Being, Infrastructure

Hire 21 additional personnel for EMS Ambulance Program

Strategic Goal: Workforce

Install 1 new outdoor warning siren to Replace the current infrastructure

Strategic Goal: Health, Safety and Well-Being, Infrastructure

Coordinate construction and delivery of 2 New Quints, 1 Air/Light Truck, and 1 Ambulance

Strategic Goal: Health, Safety, and Well-Being

Acquire and Monitor grant opportunities.

Strategic Goals: Community-Focused Government, Infrastructure

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Prevented loss of life to fire through detectors, awareness, and public education.

Strategic Goals: Health Safety and Well-Being, Community-Focused Government

Emergency services are provided to community demands in accordance with ISO 1. Maintained ISO #1 certification.

Strategic Goals: Health Safety and Well-Being, Community-Focused Government

Maintained low incidence of fires in high-value and commercial properties.

Strategic Goals: Health Safety and Well-Being, Community-Focused Government

Trained, and Mitigated Numerous Hazardous Materials Incidents

Strategic Goals: Health Safety and Well-Being, Community-Focused Government

# FIRE DEPARTMENT CONTINUED

Acquired 2 new vehicles through the city's vehicle replacement plan.

Strategic Goal: Infrastructure

Replaced a new outdoor warning siren

Strategic Goals: Health, Safety, and Well-Being, Infrastructure

Maintained compliance with the Texas Commission on Fire Protection required training and certification.

Maintained compliance with the Texas Department of State Health Services required training and certifications.

Maintained Best Practices designation by the Texas Fire Chiefs Association.

Strategic Goal: Health, Safety, and Well-Being, Infrastructure

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Fire Chief	1.0	1.0	1.0	1.0
Assistant Fire Chief	1.0	1.0	1.0	2.0
Battalion Chief	4.0	4.0	4.0	4.0
EMS Program Manager	0.0	0.0	0.0	1.0
Captain	9.0	12.0	12.0	13.0
Fire Marshal	1.0	1.0	1.0	0.0
Deputy Fire Marshal	0.0	0.0	0.0	1.0
Fire Inspector/Investigator	2.0	2.0	2.0	1.0
Emergency Management Coordinator	1.0	1.0	1.0	1.0
Fire Apparatus Operator	9.0	12.0	12.0	12.0
Firefighter	33.0	33.0	39.0	39.0
Paramedic	0.0	0.0	0.0	9.0
EMT	0.0	0.0	0.0	9.0
Alarm Permit Coordinator	1.0	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0	1.0
Fire Prevention Clerk	1.0	1.0	0.0	0.0
Fire Records Analyst	0.0	0.0	1.0	1.0
EMS Records Analyst	0.0	0.0	0.0	1.0
Support Services Coordinator	1.0	1.0	1.0	1.0
Summer Intern	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>65.5</b>	<b>71.5</b>	<b>77.5</b>	<b>98.5</b>

# FIRE DEPARTMENT CONTINUED

ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2024 TARGET
Calls for Service	7,300		7,300	7,400	7,500
Respond to all emergency calls in 5:20 seconds 90% of the time.	5:20		5:05	5:00	
Resolve emergencies in under 30 minutes 90% of the time.	30	28	25	30	
Minimize fire loss and property damage by limiting the spread to 90% of fires to the building of origin and 25% to the room of origin	90				
Prevent loss of life in residential occupancies by verifying the presence and functionality of smoke detectors at all residential responses.	0	0	0	0	
Maintain staffing and response capability through aggressive recruiting and retention efforts minimizing the need for overtime to properly staff apparatus.	77	77	77	95	
Maintain a positive community satisfaction rating and solicit feedback to ensure the performance of the department meets the community standards. Our goal is a 95% positive rating on the services provided.	95	98	97	95	
Prevent fires through a comprehensive inspection and investigation program by inspecting 100% of commercial occupancies.	2,231		2,231	2,250	

EFFICIENCY / EFFECTIVENESS					
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2024 TARGET
Response times across the City	5.20 minutes 90% of time		5.06 minutes	4.30 minutes	4.30 minutes
Reduce total fire losses				> 1 million	> 1 million

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### FIRE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$5,582,174	\$6,343,554	\$6,343,554	\$7,572,019
51112 SALARIES - PART TIME	\$4,592	\$5,000	\$5,000	\$6,000
51113 BACKUP AMBULANCE	\$22,695	\$22,000	\$22,000	\$22,000
51130 OVERTIME	\$583,649	\$565,222	\$583,222	\$688,090
51135 FLSA OVERTIME	\$305,648	\$454,198	\$454,198	\$899,573
51140 LONGEVITY PAY	\$29,356	\$31,892	\$31,892	\$33,220
51150 FIELD TRAINING OFFICER PAY	\$0	\$0	\$0	\$21,600
51160 CERTIFICATION INCENTIVE	\$67,549	\$73,800	\$73,800	\$72,000
51170 PARAMEDIC INCENTIVE	\$104,182	\$182,500	\$182,500	\$189,750
51310 TMRS	\$1,041,033	\$1,187,015	\$1,187,015	\$1,461,176
51410 HOSPITAL AND LIFE INSURANCE	\$771,305	\$1,017,272	\$1,017,272	\$1,283,570
51420 LONG-TERM DISABILITY	\$12,297	\$24,198	\$24,198	\$28,016
51440 FICA	\$394,340	\$475,117	\$475,117	\$584,843
51450 MEDICARE	\$92,327	\$111,116	\$111,116	\$136,777
51470 WORKERS COMP PREMIUM	\$110,586	\$104,914	\$165,033	\$298,216
51480 UNEMPLOYMENT COMP (TWC)	\$1,935	\$21,870	\$21,870	\$26,730
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$9,123,668</b>	<b>\$10,619,668</b>	<b>\$10,697,787</b>	<b>\$13,323,579</b>
52010 OFFICE SUPPLIES	\$12,192	\$15,700	\$15,700	\$15,700
52040 POSTAGE AND FREIGHT	\$100	\$200	\$200	\$300
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$33,700
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$174,305	\$189,605	\$160,670	\$257,835
52210 JANITORIAL SUPPLIES	\$12,209	\$15,000	\$15,000	\$15,000
52250 MEDICAL AND SURGICAL	\$20,102	\$21,350	\$71,349	\$150,877
52310 FUEL AND LUBRICANTS	\$104,358	\$72,100	\$97,100	\$113,000
52380 CHEMICALS	\$10,374	\$18,750	\$18,750	\$19,100
52630 AUDIO-VISUAL	\$7,399	\$15,200	\$15,200	\$14,550
52710 WEARING APPAREL AND UNIFORMS	\$233,456	\$249,745	\$227,371	\$273,474
52810 FOOD SUPPLIES	\$13,570	\$22,000	\$22,000	\$25,500
52990 OTHER	\$865	\$1,600	\$1,600	\$1,600
<b>TOTAL SUPPLIES</b>	<b>\$588,930</b>	<b>\$621,250</b>	<b>\$644,940</b>	<b>\$920,636</b>
54250 STREET SIGNS AND MARKINGS	\$161	\$2,500	\$2,500	\$2,500
54510 MOTOR VEHICLES	\$195,594	\$108,994	\$108,994	\$136,062
54530 HEAVY EQUIPMENT	\$92,481	\$81,950	\$81,950	\$90,950
54610 FURNITURE AND FIXTURES	\$5,653	\$15,500	\$15,500	\$20,500
54630 TOOLS AND EQUIPMENT	\$19,322	\$40,150	\$40,150	\$42,950

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### FIRE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
54650 COMMUNICATIONS	\$53,394	\$67,100	\$64,144	\$97,556
54810 COMPUTER HARD/SOFTWARE	\$18,840	\$31,101	\$31,101	\$40,220
54910 BUILDINGS	\$137,498	\$156,449	\$136,449	\$150,000
54990 OTHER	\$8,151	\$8,000	\$8,000	\$8,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$531,095</b>	<b>\$511,744</b>	<b>\$488,788</b>	<b>\$588,738</b>
56040 SPECIAL SERVICES	\$65,399	\$69,660	\$69,660	\$207,945
56060 AMBULANCE CONTRACT	\$181,678	\$513,900	\$175,000	\$207,000
56110 COMMUNICATIONS	\$7,201	\$8,000	\$8,000	\$12,700
56180 RENTAL	\$0	\$1,500	\$1,500	\$1,500
56210 TRAVEL AND TRAINING	\$97,332	\$99,766	\$99,766	\$107,985
56250 DUES AND SUBSCRIPTIONS	\$32,158	\$36,647	\$36,647	\$41,015
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$383,768</b>	<b>\$729,473</b>	<b>\$390,573</b>	<b>\$578,145</b>
58510 MOTOR VEHICLES	\$147,613	\$338,840	\$250,000	\$1,148,840
58570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
58810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$243,125	\$0	\$0	\$0
58910 BUILDINGS	\$0	\$286,801	\$286,801	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$390,738</b>	<b>\$625,641</b>	<b>\$536,801</b>	<b>\$1,148,840</b>
<b>TOTAL FIRE</b>	<b>\$11,018,198</b>	<b>\$13,107,776</b>	<b>\$12,758,889</b>	<b>\$16,559,938</b>



# CITY OF WYLIE

## EMERGENCY COMMUNICATIONS

### DEPARTMENT DESCRIPTION

The Emergency Communications Division is also known as Public Safety Communications (PSC). Funding is derived from 9-1-1 fees, alarm fees, intergovernmental grants, interest income, and support from the General Fund. Wylie PSC is only one (1) of four (4) Texas cities providing Direct Alarm Monitoring, removing time from every alarm response. Fire/EMS dispatch is also provided to neighboring agencies to quicken their response to Wylie when needed and for revenue. All dispatchers are licensed Telecommunicators through the Texas Commission of Law Enforcement (TCOLE) as well as certified Emergency Medical Dispatchers.

We the members of the Wylie Fire Rescue place safety as our first priority.  
 Take pride in meeting and exceeding the expectations of our community.  
 Encourage innovation and apply technologies that advance the quality of our life and fire service.  
 Encourage and respect open honesty, honest communication, mutual trust and respect for each other.  
 Recognize and value the benefits and the diversity of every individual background and experience.  
 Commit to the professional development of individual members as an investment in the future of our organization.  
 Depend upon teamwork, with our individual and division working together to ensure our success.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

New PSAP Supervisor to attain Emergency Number Profession (ENP) credential.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Implementation of an upgraded alarm system that will directly insert alarm information into CAD, further reducing response times.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Continue to send additional telecommunicators to participate in a week-long intensive leadership conference through the Dispatcher 360 program.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

All telecommunicators obtain NENA Excellence in Dispatch Certifications.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Establish a 9-1-1 Public Education teaching forum to utilize in educating the public.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Collectively determined core values that represent our division. They include Fairness, Harmony, Integrity, Communication, and Loyalty.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Four Dispatchers participated in a week-long deployment to assist Uvalde Police Department's Communications Center.  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Participated in City-Wide Active Shooter Drill  
 Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

# EMERGENCY COMMUNICATIONS CONTINUED

Sent two additional telecommunicators to participate in a week-long intensive leadership conference through the Dispatcher 360 program.

Strategic Goals: Health, Safety and Well-Being; Provide an environment that supports safety, health, and well-being for all citizens

Implemented upgrade to NICE recorder software to include Text-to-911 recording.

Strategic Goals: Provide an environment that supports safety, health, and well-being for all citizens

Certifications achieved by current personnel:

Supervisor Tristian Porter promoted to Communications Manager

Public Safety Dispatcher Sara Zerger promoted to Supervisor

All Dispatchers Obtained Blue Card Fire Dispatch Certification

One (1) Dispatcher received their Communications Training Officer (CTO) certification.

One (1) dispatcher attained their EMD-Q Certification, maintaining our quality assurance personnel for EMD to a total of four (4).

Strategic Goals: Provide an environment that supports safety, health, and well-being for all citizens

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Communications Manager	1.0	1.0	1.0	1.0
Assistant Communications Manager	0.0	1.0	1.0	1.0
Communications Supervisor	2.0	2.0	2.0	2.0
Dispatcher	12.0	12.0	12.0	12.0
<b>TOTAL</b>	<b>15.0</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>

ACTIVITY DEMAND / ACTIVITY WORKLOAD				
MEASURE	BENCHMARK	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Answer percentage of 9-1-1 calls within ten seconds	90 percent within 10 seconds	99.70	99.88	99.88
Maintain an average EMD score within EMD recommended Complaint range	Average Score of 8 or above	8.54	8.48	8.55
Employees have adequate receive to queue time.	Under 1 minute	0.39	0.30	0.30
Employees have an adequate queue to dispatch time.	1 minute or less	1.06	1.14	0.59

EFFICIENCY / EFFECTIVENESS				
MEASURE	BENCHMARK	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Employees collectively achieve at least 500 TCOLE training hours per year.	500	500	248	500

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND EMERGENCY COMMUNICATIONS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$783,067	\$979,910	\$979,910	\$876,070
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$80,413
51130 OVERTIME	\$69,817	\$72,421	\$72,421	\$72,964
51135 FLSA OVERTIME	\$90,628	\$116,619	\$116,619	\$111,331
51140 LONGEVITY PAY	\$5,072	\$5,630	\$5,630	\$4,266
51160 CERTIFICATION INCENTIVE	\$19,804	\$25,200	\$25,200	\$22,800
51310 TMRS	\$150,669	\$185,966	\$185,966	\$168,552
51410 HOSPITAL AND LIFE INSURANCE	\$129,076	\$174,644	\$174,644	\$178,359
51420 LONG-TERM DISABILITY	\$1,713	\$3,618	\$3,618	\$3,242
51440 FICA	\$57,804	\$74,386	\$74,386	\$70,239
51450 MEDICARE	\$13,519	\$17,397	\$17,397	\$16,427
51470 WORKERS COMP PREMIUM	\$1,168	\$2,348	\$2,990	\$4,805
51480 UNEMPLOYMENT COMP (TWC)	(\$1,012)	\$4,320	\$4,320	\$4,590
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,321,325</b>	<b>\$1,662,459</b>	<b>\$1,663,101</b>	<b>\$1,614,058</b>
52010 OFFICE SUPPLIES	\$3,380	\$6,700	\$6,700	\$6,700
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$5,602	\$13,550	\$13,550	\$14,575
52310 FUEL AND LUBRICANTS	\$1,480	\$2,200	\$2,200	\$2,200
52630 AUDIO-VISUAL	\$1,993	\$2,500	\$2,500	\$2,500
52710 WEARING APPAREL AND UNIFORMS	\$3,128	\$6,800	\$6,800	\$6,800
52810 FOOD SUPPLIES	\$997	\$2,500	\$2,500	\$2,500
<b>TOTAL SUPPLIES</b>	<b>\$16,580</b>	<b>\$34,250</b>	<b>\$34,250</b>	<b>\$35,275</b>
54510 MOTOR VEHICLES	\$1,811	\$1,850	\$1,850	\$1,850
54530 HEAVY EQUIPMENT	\$2,323	\$8,000	\$8,000	\$8,000
54610 FURNITURE AND FIXTURES	\$439	\$500	\$500	\$500
54630 TOOLS AND EQUIPMENT	\$2	\$500	\$500	\$500
54650 COMMUNICATIONS	\$195,175	\$215,442	\$96,340	\$377,075
54810 COMPUTER HARD/SOFTWARE	\$57,583	\$82,364	\$82,364	\$126,687
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$257,333</b>	<b>\$308,656</b>	<b>\$189,554</b>	<b>\$514,612</b>
56040 SPECIAL SERVICES	\$145,707	\$157,816	\$157,816	\$167,426
56110 COMMUNICATIONS	\$41,836	\$60,900	\$60,900	\$63,318
56120 911-EMERGENCY SERVICES	\$150,473	\$156,047	\$141,047	\$222,792
56210 TRAVEL AND TRAINING	\$12,745	\$15,138	\$15,138	\$15,138
56250 DUES AND SUBSCRIPTIONS	\$1,588	\$2,638	\$2,638	\$2,638
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$352,349</b>	<b>\$392,539</b>	<b>\$377,539</b>	<b>\$471,312</b>
<b>TOTAL EMERGENCY COMMUNICATIONS</b>	<b>\$1,947,587</b>	<b>\$2,397,904</b>	<b>\$2,264,444</b>	<b>\$2,635,257</b>

## CITY OF WYLIE

### ANIMAL SERVICES

#### DEPARTMENT DESCRIPTION

Animal Services is a division of the Police Department. The division's primary function is safeguarding public health and safety and ensuring responsible pet ownership. Responsibilities include responsive action, investigation, and enforcement of all local, state, and federal laws regulating animals within its jurisdiction. Its mission is to provide sheltered animals with a safe, maintained, clean and compassionate environment. They will foster and support a coordinated approach with residents, rescue organizations, and wildlife rehabilitators to achieve positive outcomes for as many animals in the community as possible.

#### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to provide our community with a licensed state quarantine facility compliant with all state law regulations.  
Strategic Goals: Health, Safety, and Well-Being, Workforce, Infrastructure

Assess the department and facility's current and future needs to provide visitors and animals with an efficient, safe, and welcoming environment.  
Strategic Goals: Health, Safety, and Well-Being, Workforce, Infrastructure

Continue achieving positive outcomes for animals while balancing resources, community safety, and expectations.  
Strategic Goals: Community-Focused Government, Workforce

#### FISCAL YEAR 2023 ACCOMPLISHMENTS

The Texas Department of State Health Services and annual veterinary facility inspections were positive in all areas without infractions.  
Strategic Goals: Health, Safety, and Well-Being, Workforce, Infrastructure

Accomplished an above ninety-five percent positive outcome rate of 96.13% for 2022.  
Strategic Goals: Workforce, Community-Focused Government

Improved community relations by re-opening the volunteer program, establishing a quarterly vaccine clinic, increasing resident positions on the shelter advisory board, and increasing supply to our community outreach assistance program.  
Strategic Goals: Workforce, Infrastructure, Community Focused Government

Improved community safety and well-being by revising and implementing new ordinances establishing a trap neuter release program and preventing tethering, retail sale, and roadway sale of animals.  
Strategic Goals: Workforce, Infrastructure

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Animal Control Manager	1.0	1.0	1.0	1.0
Lead Animal Control Officer	1.0	1.0	1.0	1.0
Animal Control Officer	4.0	5.0	5.0	5.0
Kennel Attendant	0.5	0.5	0.5	0.5
Administrative Assistant	1.0	0.0	0.0	0.0
TOTAL	7.5	7.5	7.5	7.5

# ANIMAL SERVICES CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2024 TARGET
Pet Data Pet Licensing	3% Increase	1043 (12% Decrease)	1102 (6% Increase)	1135 (3% Increase)	1169 (3% Increase)
Calls for Service (CFS)	3% Increase	1641 (26% Decrease)	1968 (20% Increase)	2027 (3% Increase)	2088 (3% increase)
Positive Outcome of Domestic Impounded Animals	90% Live Outcome	95.89%	96.13%	90.00%	90% Target

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### ANIMAL CONTROL

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$259,705	\$346,555	\$346,555	\$356,366
51112 SALARIES - PART TIME	\$12,012	\$13,672	\$13,672	\$13,820
51130 OVERTIME	\$25,278	\$33,782	\$33,782	\$38,409
51140 LONGEVITY PAY	\$1,544	\$1,997	\$1,997	\$2,135
51160 CERTIFICATION INCENTIVE	\$23	\$0	\$0	\$0
51310 TMRS	\$44,145	\$59,262	\$59,262	\$61,521
51410 HOSPITAL AND LIFE INSURANCE	\$46,824	\$75,835	\$75,835	\$83,952
51420 LONG-TERM DISABILITY	\$596	\$1,265	\$1,265	\$1,319
51440 FICA	\$17,382	\$24,553	\$24,553	\$25,465
51450 MEDICARE	\$4,065	\$5,742	\$5,742	\$5,956
51470 WORKERS COMP PREMIUM	\$6,291	\$6,987	\$8,555	\$10,220
51480 UNEMPLOYMENT COMP (TWC)	\$1,229	\$2,160	\$2,160	\$2,160
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$419,095</b>	<b>\$571,810</b>	<b>\$573,378</b>	<b>\$601,323</b>
52010 OFFICE SUPPLIES	\$3,715	\$5,730	\$5,730	\$4,895
52040 POSTAGE AND FREIGHT	\$407	\$700	\$700	\$1,300
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$6,283	\$10,595	\$12,650	\$18,690
52210 JANITORIAL SUPPLIES	\$2,953	\$3,275	\$3,275	\$3,275
52250 MEDICAL AND SURGICAL	\$25,932	\$30,320	\$34,100	\$55,650
52310 FUEL AND LUBRICANTS	\$7,628	\$13,500	\$13,500	\$9,750
52380 CHEMICALS	\$1,469	\$3,180	\$3,180	\$3,180
52710 WEARING APPAREL AND UNIFORMS	\$5,248	\$5,015	\$5,015	\$5,405
52810 FOOD SUPPLIES	\$578	\$975	\$975	\$975
52990 OTHER	\$4,112	\$4,000	\$4,000	\$8,000
<b>TOTAL SUPPLIES</b>	<b>\$58,325</b>	<b>\$77,290</b>	<b>\$83,125</b>	<b>\$111,120</b>
54510 MOTOR VEHICLES	\$71	\$1,500	\$1,500	\$1,600
54630 TOOLS AND EQUIPMENT	\$99	\$3,000	\$3,000	\$3,000
54650 COMMUNICATIONS	\$0	\$350	\$350	\$350
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$170</b>	<b>\$4,850</b>	<b>\$4,850</b>	<b>\$4,950</b>
56040 SPECIAL SERVICES	\$10,350	\$9,650	\$9,650	\$49,730
56150 LAB ANALYSIS	\$0	\$600	\$600	\$600
56210 TRAVEL AND TRAINING	\$2,532	\$7,059	\$7,059	\$8,532
56680 TRASH DISPOSAL	\$0	\$200	\$200	\$200
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$12,882</b>	<b>\$17,509</b>	<b>\$17,509</b>	<b>\$59,062</b>
58910 BUILDINGS	\$0	\$58,000	\$58,000	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$58,000</b>	<b>\$58,000</b>	<b>\$0</b>
<b>TOTAL ANIMAL CONTROL</b>	<b>\$490,472</b>	<b>\$729,459</b>	<b>\$736,862</b>	<b>\$776,455</b>

# CITY OF WYLIE

## PLANNING

### DEPARTMENT DESCRIPTION

The Planning Department is responsible for administration of the Planning and Zoning Commission, the Zoning Board of Adjustment, the Historic Review Commission, and the Impact Fee Advisory Committee. It is responsible for the processing and reviewing of requests for changes in zoning, land platting, and commercial site plans. The Planning Department is also responsible for maintaining and recommending updates to the Comprehensive Plan, Zoning Ordinance, and Subdivision Regulations. Additionally, the department performs demographic analysis and other development-related research.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Amend targeted sections of the Zoning Ordinance to includes website designs and components  
Strategic Goal: Planning Management

Amend targeted sections of the Subdivision Regulations  
Strategic Goal: Planning Management

Implement certain goals and strategies from the Comp Plan  
Strategic Goal: Health, Safety, and Well-being and Planning Management.

Implement more community engagement beginning with HOAs.  
Strategic Goals: Community Focused Government

Complete selection process and implementation of plan review software. The new software will have a true customer portal and will operate on a multi-departmental platform, providing for more efficient operations and service.  
Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Began targeted updating of Zoning Ordinance based on adopted Comp Plan  
Strategic Goal: Planning Management

Added QR codes and fillable online forms to zoning notifications  
Strategic Goals: Planning Management, Community Focused Government

Streamlined several inter-office procedures such as time off and office supply requests.  
Strategic Goals: Planning Management

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Community Services Director	0.0	0.0	1.0	1.0
Planning Manager	1.0	1.0	0.0	0.0
Senior Planner	1.0	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0	1.0
TOTAL	3.0	3.0	3.0	3.0

# PLANNING CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Zoning Cases (FY 22 - May YTD)	22	24	24	12	10
Historic Review Commission cases	3	2	4	8	5
Site Plans	15	23	23	19	20
Plats	37	42	42	33	30
Zoning Board of Adjustments variance requests	17	10	10	8	5
Number of HOAs met with to discuss home owners additions and requirements					6



# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### PLANNING

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$220,082	\$252,173	\$252,173	\$245,087
51130 OVERTIME	\$203	\$0	\$0	\$0
51140 LONGEVITY PAY	\$1,988	\$2,129	\$2,129	\$1,242
51160 CERTIFICATION INCENTIVE	\$0	\$0	\$0	\$1,200
51310 TMRS	\$34,711	\$39,416	\$39,416	\$38,367
51410 HOSPITAL AND LIFE INSURANCE	\$25,880	\$32,360	\$32,360	\$35,609
51420 LONG-TERM DISABILITY	\$521	\$917	\$917	\$907
51440 FICA	\$13,594	\$15,767	\$15,767	\$15,347
51450 MEDICARE	\$3,179	\$3,688	\$3,688	\$3,589
51470 WORKERS COMP PREMIUM	\$274	\$287	\$365	\$528
51480 UNEMPLOYMENT COMP (TWC)	\$27	\$810	\$810	\$810
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$300,458</b>	<b>\$347,547</b>	<b>\$347,625</b>	<b>\$342,686</b>
52010 OFFICE SUPPLIES	\$979	\$1,650	\$1,650	\$2,100
52710 WEARING APPAREL AND UNIFORMS	\$0	\$0	\$0	\$155
52810 FOOD SUPPLIES	\$209	\$300	\$300	\$500
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$1,188</b>	<b>\$1,950</b>	<b>\$1,950</b>	<b>\$2,755</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54650 COMMUNICATIONS	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$648	\$5,500	\$5,500	\$10,650
56080 ADVERTISING	\$2,881	\$6,000	\$6,000	\$7,500
56210 TRAVEL AND TRAINING	\$2,694	\$11,300	\$11,300	\$8,850
56250 DUES AND SUBSCRIPTIONS	\$1,187	\$1,500	\$1,500	\$1,750
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$7,410</b>	<b>\$24,300</b>	<b>\$24,300</b>	<b>\$28,750</b>
<b>TOTAL PLANNING</b>	<b>\$309,056</b>	<b>\$373,797</b>	<b>\$373,875</b>	<b>\$374,191</b>

# CITY OF WYLIE

## BUILDING INSPECTIONS

### DEPARTMENT DESCRIPTION

The City of Wylie Building Inspections department performs four essential functions; Permit administration and records retention, Plan Review, Field Inspections, and issuance and maintenance of Certificates of Occupancy

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Complete selection process and implementation of software to replace current software. The new software will have a true customer portal and will operate on a multi-departmental platform, providing for more efficient operations and service.

Strategic Goal: Community Focused Government

Implement continuing education and training for all positions

Strategic Goal: Workforce

Create mobile work spaces to improve responsiveness

Strategic Goal: Community Focused Government

Complete department reorganization under Community Services

Strategic Goal: Workforce

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Began department reorganization under Community Services

Strategic Goal: Workforce

Implemented plan review and field inspections on all concrete and roofing work.

Strategic Goal: Community Focused Government

Worked with Engineering to resolve several drainage concerns

Strategic Goal: Community Focused Government

Worked with Finance to rework accounts to improve accuracy in fund tracking

Strategic Goal: Financial Health

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Chief Building Official	1.0	1.0	1.0	1.0
Plans Examiner	1.0	1.0	1.0	1.0
Building Inspector	3.0	3.0	3.0	3.0
Permit Technician	1.0	1.0	1.0	2.0
<b>TOTAL</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>7.0</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2024 TARGET
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Building permits average completion within 1/2 the legally required time frame.

20

No missed inspections if request submitted by 4pm the previous business day.

0

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND BUILDING INSPECTIONS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$355,932	\$377,550	\$377,550	\$393,120
51130 OVERTIME	\$3,657	\$6,222	\$6,222	\$6,222
51140 LONGEVITY PAY	\$1,196	\$1,473	\$1,473	\$1,293
51310 TMRS	\$56,577	\$59,713	\$59,713	\$62,099
51410 HOSPITAL AND LIFE INSURANCE	\$57,488	\$74,172	\$74,172	\$91,780
51420 LONG-TERM DISABILITY	\$823	\$1,380	\$1,380	\$1,455
51440 FICA	\$21,531	\$23,885	\$23,885	\$24,839
51450 MEDICARE	\$5,036	\$5,586	\$5,586	\$5,809
51470 WORKERS COMP PREMIUM	\$1,030	\$872	\$216	\$1,018
51480 UNEMPLOYMENT COMP (TWC)	\$54	\$1,620	\$1,620	\$1,890
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$503,324</b>	<b>\$552,473</b>	<b>\$551,817</b>	<b>\$589,525</b>
52010 OFFICE SUPPLIES	\$2,433	\$4,794	\$4,794	\$5,000
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$25	\$885	\$885	\$950
52310 FUEL AND LUBRICANTS	\$6,743	\$13,500	\$13,500	\$12,000
52710 WEARING APPAREL AND UNIFORMS	\$968	\$2,142	\$2,142	\$2,300
52810 FOOD SUPPLIES	\$0	\$500	\$500	\$650
<b>TOTAL SUPPLIES</b>	<b>\$10,170</b>	<b>\$21,821</b>	<b>\$21,821</b>	<b>\$20,900</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$540
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54650 COMMUNICATIONS	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54910 BUILDINGS	\$0	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$540</b>
56040 SPECIAL SERVICES	(\$350)	\$10,000	\$10,000	\$20,000
56110 COMMUNICATIONS	\$2,054	\$3,888	\$3,888	\$4,250
56210 TRAVEL AND TRAINING	\$4,722	\$8,160	\$8,160	\$12,400
56250 DUES AND SUBSCRIPTIONS	\$509	\$3,366	\$3,366	\$750
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$6,936</b>	<b>\$25,414</b>	<b>\$25,414</b>	<b>\$37,400</b>
<b>TOTAL BUILDING INSPECTIONS</b>	<b>\$520,430</b>	<b>\$599,708</b>	<b>\$599,052</b>	<b>\$648,365</b>

# CITY OF WYLIE

## CODE ENFORCEMENT

### DEPARTMENT DESCRIPTION

We strive to provide prompt, courteous, and professional service. The department works to educate the community in order to gain willing compliance and encourage responsible property maintenance. The department also helps maintain property values and a strong tax base. This goal is accomplished by conducting inspections of residential and commercial properties to ensure proper maintenance and compliance of minimum standards.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Implement regular meetings with HOAs to discuss the city's rules and regulations.

Strategic Goal: Community Focused Government

Continue to attend training for Code Enforcement to stay current on updated laws and requirements.

Strategic Goal: Workforce

Be mindful of remodel construction to ensure the work is permitted.

Strategic Goal: Community Focused Government

Complete selection process and implementation of plan review software. The new software will have a true customer portal and will operate on a multi-departmental platform, providing for more efficient operations and service.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Department reorganization under Community Services

Strategic Goal: Workforce

Created mobile work spaces to improve responsiveness

Strategic Goal: Community Focused Government

Implemented a permitting and tracking process for Donation Boxes

Strategic Goal: Health, Safety, and Welfare

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Code Enforcement Officer	2.0	2.0	2.0	2.0
Permit Technician	1.0	1.0	1.0	0.0
TOTAL	3.0	3.0	3.0	2.0

# CODE ENFORCEMENT CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD				
MEASURE	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Non-Compliance Notifications-First Notice of Violation	1,080	2,250	2,430	2,400
Public Nuisance		530	377	350
Final Notices-Second Notice of Violation		500	144	400
Blocked Sidewalk		53	54	50
Closed Cases		2,675	2,203	2,200
Tickets written				25
High Grass and Weeds	547	785	959	900
Bulk and Debris	425	480	388	350
Address Numbers		165	54	50
Trees/Vegetation in Public Right of Way		100	303	100
Offenses successfully prosecuted.				10
Junk Vehicle		60	67	60
Fence Maintenance		70	56	50
Off-Street Parking		95	95	90

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND CODE ENFORCEMENT

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$158,436	\$168,727	\$168,727	\$118,643
51130 OVERTIME	\$2,546	\$3,130	\$3,130	\$3,130
51140 LONGEVITY PAY	\$1,444	\$1,580	\$1,580	\$1,382
51310 TMRS	\$25,524	\$26,882	\$26,882	\$19,089
51410 HOSPITAL AND LIFE INSURANCE	\$16,064	\$19,763	\$19,763	\$21,339
51420 LONG-TERM DISABILITY	\$386	\$618	\$618	\$439
51440 FICA	\$9,706	\$10,753	\$10,753	\$7,636
51450 MEDICARE	\$2,270	\$2,515	\$2,515	\$1,786
51470 WORKERS COMP PREMIUM	\$296	\$272	\$346	\$443
51480 UNEMPLOYMENT COMP (TWC)	\$27	\$810	\$810	\$540
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$216,698</b>	<b>\$235,051</b>	<b>\$235,124</b>	<b>\$174,427</b>
52010 OFFICE SUPPLIES	\$272	\$1,285	\$1,285	\$1,350
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$306	\$306	\$400
52310 FUEL AND LUBRICANTS	\$702	\$5,400	\$5,400	\$4,000
52710 WEARING APPAREL AND UNIFORMS	\$546	\$1,734	\$1,734	\$1,800
52810 FOOD SUPPLIES	\$0	\$153	\$153	\$160
<b>TOTAL SUPPLIES</b>	<b>\$1,520</b>	<b>\$8,878</b>	<b>\$8,878</b>	<b>\$7,710</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$360
54630 TOOLS AND EQUIPMENT	\$0	\$204	\$204	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$204</b>	<b>\$204</b>	<b>\$360</b>
56040 SPECIAL SERVICES	\$0	\$10,200	\$10,200	\$10,000
56080 ADVERTISING	\$0	\$1,000	\$1,000	\$1,000
56110 COMMUNICATIONS	\$1,412	\$2,904	\$2,904	\$2,800
56210 TRAVEL AND TRAINING	\$1,060	\$2,856	\$2,856	\$3,300
56250 DUES AND SUBSCRIPTIONS	\$0	\$571	\$571	\$200
56530 COURT AND LEGAL COSTS	\$660	\$5,100	\$5,100	\$5,500
56810 MOWING SERVICES	\$2,095	\$12,240	\$12,240	\$13,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$5,227</b>	<b>\$34,871</b>	<b>\$34,871</b>	<b>\$35,800</b>
<b>TOTAL CODE ENFORCEMENT</b>	<b>\$223,444</b>	<b>\$279,004</b>	<b>\$279,077</b>	<b>\$218,297</b>

# CITY OF WYLIE

## STREETS DEPARTMENT

### DEPARTMENT DESCRIPTION

The Streets Department comprises four divisions; Street Maintenance, Stormwater, Signs and Signals, and Fleet Services. These 21 employees are responsible for maintaining approximately 270 miles of streets and alleys, sidewalks throughout the city, 200 miles of Stormwater conveyance, 26 traffic signal intersections, 95 School Zone lights, street signs, and roadway markings within city limits, and approximately 155 city vehicles, 28 pieces of heavy equipment and 18 trailers. In addition, the Streets division picks up trash, trims weeds, brush, and trees in public rights-of-ways, and performs mosquito surveillance and fogging.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue mosquito surveillance and control throughout the City for mosquito-borne disease.

Strategic Goal: Health, Safety, and Well-Being

Continue GIS mapping of regulatory street signs and stormwater infrastructure.

Strategic Goal: Health, Safety, and Well-Being

Maintain all facets of the traffic signal network for motorists and pedestrians.

Strategic Goal: Infrastructure

Continue stormwater infrastructure maintenance city-wide, including clearing, repairing, and replacing pipe, culverts, inlets, and channels.

Strategic Goal: Health, Safety, and Well-Being

Complete and submit the Annual Storm Water Report to TCEQ.

Strategic Goal: Health, Safety, and Well-Being

Continue installation and repair of street signs, markings, and striping for school zones, crosswalk areas, lane line delineations, and road closings.

Strategic Goal: Health, Safety, and Well-Being

Continue severe weather event emergency response for flooding, snow, and ice, including street sanding, potable water protection, and high water barricading.

Strategic Goal: Health, Safety, and Well-Being

Continue asphalt and concrete repairs as needed to streets, alleys, curbs, and gutters.

Strategic Goal: Infrastructure

Continue repairing and installing sidewalk panels city-wide as needed.

Strategic Goal: Infrastructure

Continue asphalt overlay on city streets.

Strategic Goal: Infrastructure

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completed annual mosquito surveillance and control throughout the City for mosquito-borne disease.

Strategic Goal: Health, Safety, and Well-Being

Continued replacement of street name and regulatory signs that fail to meet visibility safety standards.

Strategic Goal: Health, Safety, and Well-Being

## STREETS DEPARTMENT CONTINUED

Maintained all facets of the traffic signal network for motorists and pedestrians, including coordination with TxDOT to maintain State on-system intersections.

Strategic Goal: Health, Safety, and Well-Being

Corrected deficiencies found in our railroad quiet zones throughout the city to maintain no train horn usage through these crossings.

Strategic goal: Health, Safety, and Well-being

Performed stormwater infrastructure maintenance city-wide, including clearing, repairing, and replacing pipe, culverts, inlets, and channels.

Strategic Goal: Infrastructure

Completed and submitted the Annual Storm Water Report to TCEQ.

Strategic Goal: Health, Safety, and Well-Being

Performed annual installation and repair of street signs, markings, and striping for school zones, crosswalk areas, lanes line delineations, and road closings.

Strategic Goal: Health, Safety, and Well-Being

Responded to the February Winter Storm, including sanding roadways and assisting with customer water issues.

Strategic Goal: Health, Safety, and Well-Being

Performed asphalt and concrete street repairs as needed to streets, alleys, curbs, and gutters.

Strategic Goal: Infrastructure

Continued program to repair and install sidewalk panels and handicap ramps city-wide as requested or needed.

Strategic Goal: Infrastructure

Performed asphalt improvements on the following roads; East FM544, McMillen Road, Stone Road, Paul Wilson Road, Parker Road loop, and County Road 790

Strategic Goal: Infrastructure

Replaced approximately 340 feet of concrete roadway and sidewalk on Chilton Drive.

Strategic Goal: Infrastructure

Filled approximately 330 potholes on asphalt and concrete streets city-wide.

Strategic Goal: Infrastructure

Performed routine maintenance on 26 traffic lights city-wide.

Strategic Goal: Infrastructure

Completed approximately 119 sidewalk rehabilitation projects totaling 6,213 linear feet.

Strategic Goal: Infrastructure



# STREETS DEPARTMENT CONTINUED

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Public Works Superintendent	1.0	0.0	0.0	0.0
Streets Manager	0.0	1.0	1.0	1.0
Streets Supervisor	1.0	0.0	4.0	5.0
Crew Leader	4.0	4.0	0.0	0.0
Fleet Maintenance Coordinator	1.0	1.0	1.0	1.0
Lead Signal Technician	0.0	1.0	1.0	1.0
Signal Technician	0.0	0.0	0.0	1.0
Maintenance Worker II	4.0	4.0	0.0	0.0
Maintenance Worker	7.0	7.0	0.0	0.0
Equipment Operator I	2.0	3.0	10.0	10.0
Equipment Operator II	0.0	0.0	4.0	3.0
<b>TOTAL</b>	<b>20.0</b>	<b>21.0</b>	<b>21.0</b>	<b>22.0</b>

# STREETS DEPARTMENT CONTINUED

ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
STREET DIVISION Potholes filled on asphalt & concrete roadways during the fiscal year	308	286	290	330	300
SIGNS & SIGNALS DIVISION Amount of total work orders completed and closed during the fiscal year.	85	45	90%	500	90%
STORMWATER DIVISION Inspection of the stormwater outfall system MS4 in various subdivisions during the reporting period.	27	49	40	38	45
STREET DIVISION The number of sidewalk requests that were completed and closed out during the fiscal year.	123	91	120	250	265
SIGNS & SIGNALS DIVISION The total number of traffic signals maintained by the City of Wylie.	10	26	26	26	29

EFFICIENCY / EFFECTIVENESS						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
POT-HOLE COMPLAINTS: Survey and repair (fill) damaged area within 24 hrs. of receiving notification of repair needed.	same day response	24 hour response	24 hour response	24 hour response or sooner	24 hour response or sooner	24 hour response or sooner
CDL license Class A: Continuation of training new employees to obtain CDL license within 6 months of hire-in.	6 months	75% employee s certified	90% employee s certified	100% employees certified	100% employees certified	100% employees certified
Sidewalk Complaints: Assess, meet with the resident and schedule replacement if needed.	Within 24 hours	36 hours	within 24 hours	within 24 hours	within 24 hours	within 24 hours
Address deficiencies in streets, sidewalks, pavement markings, and stormwater in Zone 1 of the Public Works Map (added for FY23)	100%			100%	85%	100%

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND STREETS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$763,219	\$964,278	\$964,278	\$1,007,760
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$0
51130 OVERTIME	\$28,385	\$28,110	\$52,756	\$70,800
51140 LONGEVITY PAY	\$6,412	\$5,016	\$5,016	\$5,887
51310 TMRS	\$124,127	\$154,598	\$154,598	\$166,540
51410 HOSPITAL AND LIFE INSURANCE	\$141,046	\$215,788	\$215,788	\$250,206
51420 LONG-TERM DISABILITY	\$1,680	\$3,521	\$3,521	\$3,729
51440 FICA	\$46,951	\$61,839	\$61,839	\$66,616
51450 MEDICARE	\$10,980	\$14,462	\$14,462	\$15,580
51470 WORKERS COMP PREMIUM	\$21,115	\$21,012	\$24,107	\$30,702
51480 UNEMPLOYMENT COMP (TWC)	\$942	\$5,670	\$5,670	\$5,940
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,144,857</b>	<b>\$1,474,294</b>	<b>\$1,502,035</b>	<b>\$1,623,760</b>
52010 OFFICE SUPPLIES	\$26	\$80	\$80	\$100
52040 POSTAGE AND FREIGHT	\$67	\$250	\$250	\$250
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$0
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$27,180	\$23,950	\$23,950	\$33,500
52210 JANITORIAL SUPPLIES	\$0	\$0	\$0	\$0
52250 MEDICAL AND SURGICAL	\$159	\$500	\$500	\$600
52310 FUEL AND LUBRICANTS	\$29,860	\$41,870	\$41,870	\$40,000
52380 CHEMICALS	\$0	\$3,000	\$3,000	\$3,900
52510 BOTANICAL AND AGRICULTURAL	\$1,290	\$2,000	\$2,000	\$2,200
52710 WEARING APPAREL AND UNIFORMS	\$10,930	\$18,100	\$18,100	\$13,100
52810 FOOD SUPPLIES	\$1,854	\$2,000	\$2,000	\$3,300
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$71,365</b>	<b>\$91,750</b>	<b>\$91,750</b>	<b>\$96,950</b>
54210 STREETS AND ALLEYS	\$1,413,072	\$1,911,791	\$1,838,568	\$108,977
54220 SIDEWALKS	\$151,833	\$400,000	\$400,000	\$360,000
54230 DRAINAGE	\$68,762	\$150,000	\$150,000	\$175,000
54250 STREET SIGNS AND MARKINGS	\$101,258	\$187,500	\$187,500	\$270,000
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54530 HEAVY EQUIPMENT	\$32,198	\$40,000	\$40,000	\$40,000
54630 TOOLS AND EQUIPMENT	\$2,226	\$2,500	\$2,500	\$2,500
54990 OTHER	\$225,003	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$1,994,353</b>	<b>\$2,691,791</b>	<b>\$2,618,568</b>	<b>\$956,477</b>

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND STREETS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$107,434	\$93,500	\$53,500	\$303,800
56050 UNIFORM CONTRACT	\$0	\$0	\$0	\$13,000
56110 COMMUNICATIONS	\$17,047	\$18,000	\$18,000	\$27,400
56150 LAB ANALYSIS	\$0	\$1,000	\$1,000	\$1,000
56180 RENTAL	\$13,105	\$12,000	\$12,000	\$12,000
56210 TRAVEL AND TRAINING	\$15,569	\$16,200	\$16,200	\$23,400
56250 DUES AND SUBSCRIPTIONS	\$4,621	\$4,460	\$4,460	\$4,460
56570 ENGINEERING/ARCHITECTURAL	\$99,639	\$55,942	\$48,442	\$65,106
56680 TRASH DISPOSAL	\$161	\$1,000	\$1,000	\$5,000
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$257,576</b>	<b>\$202,102</b>	<b>\$154,602</b>	<b>\$455,166</b>
58210 STREETS AND ALLEYS	\$0	\$600,000	\$0	\$600,000
58220 STREET LIGHTS	\$0	\$0	\$0	\$0
58240 STREET LIGHTS	\$0	\$0	\$0	\$0
58510 MOTOR VEHICLES	\$42,260	\$193,530	\$91,530	\$322,000
58530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
58570 ENGINEERING/ARCHITECTURAL	\$14,402	\$55,224	\$38,315	\$116,909
58810 COMPUTER HARD/SOFTWARE	\$0	\$44,760	\$37,154	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$38,728	\$127,147	\$111,147	\$16,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$95,391</b>	<b>\$1,020,661</b>	<b>\$278,146</b>	<b>\$1,054,909</b>
<b>TOTAL STREETS</b>	<b>\$3,563,541</b>	<b>\$5,480,598</b>	<b>\$4,645,101</b>	<b>\$4,187,262</b>

# CITY OF WYLIE

## PARKS DEPARTMENT

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department General Fund revenue supports the development and maintenance of parks, landscaped roadway areas, and other public rights of way; including areas located on Highway 78, FM 544, and all City facilities. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to provide top-notch maintenance of Wylie parks, open spaces, and playgrounds.  
Strategic Goal: Health, Safety, and Well-Being

Continue assessing and adjusting services and amenities to meet the needs of guests.  
Strategic Goal: Health, Safety, and Well-Being

Construction and installation of Community Park splash pad and restrooms. Construction of East Meadow splash pad.  
Strategic Goal: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Tree City USA designation for the 10th consecutive year.  
Strategic Goal: Community Focused Government

Macaroni Kid Allen Family Favorite Award for Best Place for a Playdate, Founders Park.  
Strategic Goal: Health, Safety, and Well-Being

Projects: Power at Joel Scott Park, updated landscaping and concrete around the Municipal Complex  
Strategic Goal: Infrastructure; Health, Safety, and Well-Being

	BUDGET	BUDGET	BUDGET	BUDGET
STAFFING	2020-2021	2021-2022	2022-2023	2023-2024
Parks & Recreation Director	1.0	1.0	1.0	1.0
Assistant Parks and Recreation Director	0.0	0.0	1.0	1.0
Parks Manager	1.0	1.0	0.0	0.0
Parks Supervisor	1.0	1.0	2.0	2.0
Crew Leader	1.0	1.0	0.0	0.0
Lead Chemical Applicator	2.0	2.0	2.0	2.0
Equipment Operator I	1.0	1.0	7.0	7.0
Equipment Operator II	0.0	0.0	2.0	2.0
Irrigation Technician	1.0	1.0	1.0	1.0
Maintenance Worker II	2.0	2.0	0.0	0.0
Maintenance Worker	6.0	6.0	0.0	0.0
Administrative Assistant II	1.0	1.0	1.0	1.0
Seasonal Worker	0.75	0.75	0.75	0.75
TOTAL	17.75	17.75	17.75	17.75

# PARKS DEPARTMENT CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Rentals - Participants, Non-profits	2,640	1,177	2,000		2,000
Rentals - Participants, Community Events	18,850	23,650	32,500		30,000
Rentals - Participants, Private Parties	2,995	4,801	4,000		4,600
Playgrounds - Number of	19	22	23		23

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### PARKS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$925,349	\$916,794	\$916,794	\$877,448
51112 SALARIES - PART TIME	\$19,222	\$21,500	\$21,500	\$25,000
51130 OVERTIME	\$24,914	\$28,500	\$28,500	\$30,000
51140 LONGEVITY PAY	\$7,248	\$6,904	\$6,904	\$5,394
51310 TMRS	\$148,309	\$147,591	\$147,591	\$141,491
51410 HOSPITAL AND LIFE INSURANCE	\$149,545	\$178,564	\$178,564	\$192,653
51420 LONG-TERM DISABILITY	\$1,814	\$3,347	\$3,347	\$3,247
51440 FICA	\$58,623	\$60,369	\$60,369	\$58,146
51450 MEDICARE	\$13,710	\$14,118	\$14,118	\$13,599
51470 WORKERS COMP PREMIUM	\$8,930	\$9,208	\$12,650	\$13,779
51480 UNEMPLOYMENT COMP (TWC)	\$548	\$5,400	\$5,400	\$5,400
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,358,213</b>	<b>\$1,392,295</b>	<b>\$1,395,737</b>	<b>\$1,366,157</b>
52010 OFFICE SUPPLIES	\$2,807	\$3,030	\$3,030	\$4,030
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$18,035	\$12,000	\$12,000	\$16,000
52210 JANITORIAL SUPPLIES	\$4,130	\$7,000	\$7,000	\$10,000
52250 MEDICAL AND SURGICAL	\$685	\$1,500	\$1,500	\$1,500
52310 FUEL AND LUBRICANTS	\$51,169	\$50,800	\$50,800	\$50,800
52380 CHEMICALS	\$49,114	\$59,000	\$59,000	\$64,000
52510 BOTANICAL AND AGRICULTURAL	\$24,492	\$26,000	\$26,000	\$26,500
52550 IRRIGATION SYSTEM PARTS	\$28,490	\$29,000	\$29,000	\$29,000
52610 RECREATIONAL SUPPLIES	\$81,762	\$84,600	\$84,600	\$72,600
52710 WEARING APPAREL AND UNIFORMS	\$12,984	\$15,030	\$15,030	\$17,190
52810 FOOD SUPPLIES	\$2,507	\$2,700	\$2,700	\$3,300
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$276,174</b>	<b>\$290,660</b>	<b>\$290,660</b>	<b>\$294,920</b>
54210 STREETS AND ALLEYS	\$3,527	\$7,000	\$7,000	\$7,000
54250 STREET SIGNS AND MARKINGS	\$3,281	\$10,000	\$10,000	\$10,000
54530 HEAVY EQUIPMENT	\$13,000	\$25,750	\$25,750	\$25,750
54630 TOOLS AND EQUIPMENT	\$1,544	\$2,600	\$2,600	\$2,600
54910 BUILDINGS	\$34,880	\$13,000	\$13,000	\$13,000
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$56,232</b>	<b>\$58,350</b>	<b>\$58,350</b>	<b>\$58,350</b>

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### PARKS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$735,937	\$631,485	\$631,485	\$635,185
56110 COMMUNICATIONS	\$9,871	\$14,640	\$14,640	\$16,560
56180 RENTAL	\$15,248	\$23,400	\$23,400	\$25,000
56210 TRAVEL AND TRAINING	\$24,158	\$25,250	\$25,250	\$26,850
56250 DUES AND SUBSCRIPTIONS	\$6,839	\$7,040	\$7,040	\$7,860
56610 UTILITIES-ELECTRIC	\$133,760	\$122,465	\$122,465	\$132,465
56630 UTILITIES-WATER	\$317,307	\$225,000	\$225,000	\$260,000
56680 TRASH DISPOSAL	\$435	\$2,000	\$2,000	\$2,000
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$1,243,554</b>	<b>\$1,051,280</b>	<b>\$1,051,280</b>	<b>\$1,105,920</b>
<b>TOTAL PARKS</b>	<b>\$2,934,173</b>	<b>\$2,792,585</b>	<b>\$2,796,027</b>	<b>\$2,825,347</b>



# CITY OF WYLIE

## LIBRARY

### DEPARTMENT DESCRIPTION

The library staff strives to inspire through quality programs such as storytime, inform through a quality collection in a variety of formats and interact as a vibrant part of the community. The Smith Public Library also offers wifi, computers for public use, hotspots, streaming services, services to the business community and meeting spaces. We are organized into four different departments: Technical Services, Circulation, Adult Services and Youth Services. Our outreach efforts include services to Wylie I.S.D. as well as fruitful partnerships with other City departments and local organizations such as the Chamber of Commerce and Collin College.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue developing partnerships with other city departments and community organizations to provide services and events.

Strategic Goal: Community Focused Government

Partnering with the Chamber of Commerce to provide resources for local businesses.

Economic Growth: Support and grow our local economy

Expand STEAM kits to include specialized content targeting specific issues and interests.

Strategic Goal: Culture

Implement and train on a new library app.

Strategic Goal: Community Focused Government

Implement a texting option for circulation and program reminders.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Items Checked Out: 663,045 (including 65,507 digital items)

Programs Offered: 524 (In-person and virtual)

Program Attendance: 18,829 (In-person and virtual)

People used our Drive-Thru: 3,249

Holds pulled: 52,055

New cards issued: 5,534

Database uses: 4,554

People used our computers: 9,221

Certified as a sensory inclusive space by Kulture City.

Strategic Goals: Health, Safety and Well-Being, Community Focused Government

Installed and trained all staff on the new library sorter.

Strategic Goals: Infrastructure

Created a large print collection in youth services for vision impaired students with input from Wylie ISD.

Strategic Goal: Community Focused Government

Invited various city staff to be a guest speaker at each library staff meeting to help library staff learn more about what other departments do.

Strategic Goal: Workforce

Partnered with Collin College to provide various events such as a workshop on Seed Savers and Resume Writing.

Strategic Goal: Community Focused Government

## LIBRARY CONTINUED

Partnered with the Wylie Chamber weekly on the Business Card Exchange. Supported small business by participating in WEDC's Entrepreneur's Expo.

Economic Growth: Support and grow our local economy

2022 Achievement of Library Excellence Award from the Texas Municipal Library Directors Association.

Strategic Goal: Community Focused Government

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Library Director	1.0	1.0	1.0	1.0
Assistant Library Director	0.0	1.0	1.0	1.0
Public Services Supervisor	1.0	1.0	1.0	1.0
Youth Services Supervisor	1.0	1.0	1.0	1.0
Circulation Services Supervisor	1.0	1.0	1.0	1.0
Youth Services Librarian	2.0	2.0	2.0	2.0
Teen Services Librarian	1.0	1.0	1.0	1.0
Adult Services Librarian	2.0	2.0	2.0	2.0
Electronic Services Librarian	1.0	0.0	0.0	0.0
Technical Librarian	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0
Reference Assistant	7.0	7.0	7.0	7.0
Library Technician	6.0	6.0	6.0	6.0
Library Clerk	2.0	2.0	1.5	1.5
<b>TOTAL</b>	<b>27.0</b>	<b>27.0</b>	<b>26.5</b>	<b>26.5</b>

# LIBRARY CONTINUED

ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Circulation (Check-outs and renewals of physical items)	555,851	597,538	564,189		572,652
Library Visitors (Door Count)2	129,398	172,570	142, 337		156,570
Holds Processed	64,186	52,055	64,186		64,186
New Registered Borrowers	3,765	5,534	4,141		4,555
Drive-Thru Window	4,860	3,249	3,402		2,552

EFFICIENCY / EFFECTIVENESS						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Texas State Library Annual Report for Accreditation	April 30	April 8	April 30	April 15		April 15
Texas Municipal Library Directors Association Library of Excellence Application	December 31	December 29	December 30	December 16		December 15

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND

### LIBRARY

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$907,880	\$1,002,560	\$1,002,560	\$1,013,272
51112 SALARIES - PART TIME	\$250,431	\$335,447	\$335,447	\$349,078
51130 OVERTIME	\$0	\$0	\$0	\$0
51140 LONGEVITY PAY	\$5,632	\$6,449	\$6,449	\$7,094
51310 TMRS	\$176,880	\$207,743	\$207,743	\$212,264
51410 HOSPITAL AND LIFE INSURANCE	\$129,468	\$166,613	\$166,613	\$184,046
51420 LONG-TERM DISABILITY	\$2,142	\$3,651	\$3,651	\$3,749
51440 FICA	\$71,271	\$83,356	\$83,356	\$84,905
51450 MEDICARE	\$16,668	\$19,494	\$19,494	\$19,857
51470 WORKERS COMP PREMIUM	\$1,890	\$2,040	\$2,228	\$2,486
51480 UNEMPLOYMENT COMP (TWC)	\$1,418	\$9,180	\$9,180	\$9,180
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,563,680</b>	<b>\$1,836,534</b>	<b>\$1,836,721</b>	<b>\$1,885,931</b>
52010 OFFICE SUPPLIES	\$41,480	\$41,750	\$41,750	\$39,500
52040 POSTAGE AND FREIGHT	\$3,282	\$4,800	\$4,800	\$4,800
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$11,594	\$2,350	\$2,350	\$3,475
52620 LIBRARY BOOKS	\$139,882	\$150,895	\$150,895	\$151,055
52630 AUDIO-VISUAL	\$108,706	\$116,450	\$116,450	\$116,450
52810 FOOD SUPPLIES	\$608	\$600	\$600	\$725
<b>TOTAL SUPPLIES</b>	<b>\$305,551</b>	<b>\$316,845</b>	<b>\$316,845</b>	<b>\$316,005</b>
54810 COMPUTER HARD/SOFTWARE	\$39,673	\$41,345	\$41,345	\$43,374
54910 BUILDINGS	\$7,632	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$47,305</b>	<b>\$41,345</b>	<b>\$41,345</b>	<b>\$43,374</b>
56040 SPECIAL SERVICES	\$36,939	\$37,520	\$37,520	\$36,145
56210 TRAVEL AND TRAINING	\$14,269	\$12,800	\$12,800	\$13,046
56250 DUES AND SUBSCRIPTIONS	\$2,609	\$2,855	\$2,855	\$2,795
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$53,817</b>	<b>\$53,175</b>	<b>\$53,175</b>	<b>\$51,986</b>
58850 MAJOR TOOLS AND EQUIPMENT	\$45,494	\$71,760	\$71,760	\$0
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$45,494</b>	<b>\$71,760</b>	<b>\$71,760</b>	<b>\$0</b>
<b>TOTAL LIBRARY</b>	<b>\$2,015,847</b>	<b>\$2,319,659</b>	<b>\$2,319,846</b>	<b>\$2,297,296</b>

**CITY OF WYLIE**

**GENERAL FUND COMBINED SERVICES**

**DEPARTMENT DESCRIPTION**

This department reflects expenditures incurred by the City's General Fund, as a single entity, in the conduct of its operations. These expenditures include sanitation contracts, insurance premiums, communications, utilities, postage and other miscellaneous expenses.

# PROPOSED BUDGET FY 2024

## 100-GENERAL FUND GF COMBINED SERVICES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52010 OFFICE SUPPLIES	\$0	\$0	\$0	\$0
52040 POSTAGE AND FREIGHT	\$3,601	\$20,000	\$20,000	\$20,000
<b>TOTAL SUPPLIES</b>	<b>\$3,601</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>
54510 MOTOR VEHICLES	\$199,188	\$200,000	\$200,000	\$220,000
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$4,200	\$12,000	\$4,200	\$4,200
54910 BUILDINGS	\$0	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$203,388</b>	<b>\$212,000</b>	<b>\$204,200</b>	<b>\$224,200</b>
56040 SPECIAL SERVICES	\$249,518	\$200,579	\$200,579	\$737,002
56110 COMMUNICATIONS	\$136,488	\$138,600	\$138,600	\$132,000
56310 INSURANCE	\$370,302	\$394,000	\$394,000	\$473,000
56570 ENGINEERING/ARCHITECTURAL	\$142,435	\$3,595	\$2,575	\$1,020
56610 UTILITIES-ELECTRIC	\$117,296	\$217,800	\$241,800	\$253,890
56612 STREET LIGHTING	\$485,595	\$500,000	\$500,000	\$524,000
56630 UTILITIES-WATER	\$72,698	\$44,625	\$83,625	\$87,806
56660 UTILITIES-GAS	\$29,895	\$23,000	\$49,600	\$52,080
56680 TRASH DISPOSAL	\$2,604,248	\$2,491,637	\$2,491,637	\$2,708,472
56990 OTHER	\$55,597	\$40,000	\$40,000	\$140,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$4,264,072</b>	<b>\$4,053,836</b>	<b>\$4,142,416</b>	<b>\$5,109,270</b>
57410 PRINCIPAL PAYMENT	\$163,188	\$108,405	\$108,405	\$116,082
57415 INTEREST EXPENSE	\$15,344	\$9,218	\$9,218	\$4,705
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$178,531</b>	<b>\$117,623</b>	<b>\$117,623</b>	<b>\$120,787</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
59112 TRANSFER TO 4B SALES TAX	\$0	\$0	\$0	\$0
59121 TRANSFER TO PARK A AND I	\$0	\$0	\$0	\$0
59125 TRANSFER TO RECREATION FUND	\$0	\$0	\$0	\$0
59131 TRANSFER TO SPECIAL REVENUE	\$3,070	\$0	\$0	\$0
59430 TRANSFER TO CAPITAL PROJ FUND	\$7,003,251	\$0	\$6,000,000	\$0
59611 TRANSFER TO UTILITY FUND	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$7,006,321</b>	<b>\$0</b>	<b>\$6,000,000</b>	<b>\$0</b>
<b>TOTAL GF COMBINED SERVICES</b>	<b>\$11,655,914</b>	<b>\$4,403,459</b>	<b>\$10,484,239</b>	<b>\$5,474,257</b>

**CITY OF WYLIE****UTILITY FUND****FUND DESCRIPTION**

The City's water and wastewater utilities are financed and operated in a manner similar to private business enterprises, where costs of providing services to the public are financed primarily through user charges. Departments in the fund include Utility Administration, Water, Wastewater, Utility Billing and Utility Fund Combined Services.

# City Of Wylie

## Fund Summary

### Utility Fund

<b>Audited Utility Fund Ending Balance 09/30/22</b>	<b>\$ 29,917,064</b>
(615) C.O. 2007 Total Equity	(80,264)
(620) Sewer Repair & Replacement Total Equity	(2,627,519)
(625) C.O. 2017 Total Equity	<u>(1,085,436)</u>
<b>Net Fund 611 Unrestricted</b>	<b>26,123,845</b>
 Projected '23 Revenues	 <u>26,723,515</u>
Available Funds	52,847,360
 Projected '23 Expenditures	 <u>(25,787,566) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 27,059,794
 <b>Estimated Beginning Fund Balance - 10/01/23</b>	 <b>\$ 27,059,794</b>
Proposed Revenues '24	30,224,893 (b)
Proposed Expenditures '24	(26,779,605)
New Fleet and Equipment One Time Uses	\$ (944,095)
Carryforward Expenditures	<u>\$ (1,449,523)</u>
Estimated Ending Fund Balance 09/30/23	<u><u>\$ 28,111,464 (c)</u></u>

a) Carry forward items are taken out of projected 2023 expense and included in 2024 expense. See manager's letter for detailed list totalling \$1,449,523.

b) Assumes 5.00% water rate increase and 5.5% sewer rate increase per the 2023 rate study.

c) Policy requirement is 90 days of operating expenditures. This Ending Fund Balance is 370 days.



## UTILITY FUND SUMMARY OF REVENUES AND EXPENDITURES

	2021-2022 ACTUAL	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 PROPOSED
<b>REVENUES:</b>				
Service Fees	27,129,018	25,933,619	25,933,619	29,434,997
Interest & Misc. Income	(654)	94,000	789,896	789,896
Other Financiang Services	1,949,822	-	-	-
<b>TOTAL REVENUES</b>	<b>29,078,186</b>	<b>26,027,619</b>	<b>26,723,515</b>	<b>30,224,893</b>
<b>EXPENDITURES:</b>				
Utility Administration	705,260	619,070	434,376	654,545
Water	2,533,025	4,458,970	3,386,263	3,907,389
Wastewater	954,176	1,333,727	1,331,510	1,503,680
Engineering	475,988	1,111,681	956,359	1,326,895
Utility Billing	1,001,142	1,287,946	1,298,309	1,493,339
Combined Services	17,195,946	18,380,749	18,380,749	20,287,375
<b>TOTAL EXPENDITURES</b>	<b>22,865,537</b>	<b>27,192,143</b>	<b>25,787,566</b>	<b>29,173,223</b>

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### UTILITY FUND REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
44135 WEEKEND INSPECTION FEES	\$41,300	\$50,000	\$50,000	\$50,000
44511 WATER SALES	\$13,174,277	\$12,300,891	\$12,300,891	\$14,556,334
44512 SEWER SALES	\$13,149,009	\$12,871,728	\$12,871,728	\$13,982,284
44514 SEWER SALES - BULK	\$288,257	\$260,000	\$260,000	\$320,000
44515 PENALTY	\$217,675	\$195,000	\$195,000	\$216,000
44516 WATER TAP FEES	\$56,664	\$60,000	\$60,000	\$69,600
44517 SEWER TAP FEES	\$13,580	\$12,000	\$12,000	\$14,400
44518 TURN ON/ OFF FEES	\$32,800	\$40,000	\$40,000	\$40,000
44519 WATER SALES - BULK	\$40,889	\$24,000	\$24,000	\$39,600
44520 UTILITY PRETREATMENT FEES	\$114,566	\$120,000	\$120,000	\$146,779
<b>TOTAL SERVICE FEES</b>	<b>\$27,129,018</b>	<b>\$25,933,619</b>	<b>\$25,933,619</b>	<b>\$29,434,997</b>
46110 ALLOCATED INTEREST EARNINGS	\$94,242	\$24,000	\$719,896	\$719,896
46210 BANK MONEY MARKET INTEREST	\$37,494	\$0	\$0	\$0
<b>TOTAL INTEREST INCOME</b>	<b>\$131,737</b>	<b>\$24,000</b>	<b>\$719,896</b>	<b>\$719,896</b>
48410 MISCELLANEOUS INCOME	(\$140,709)	\$50,000	\$50,000	\$50,000
48412 MISC REVENUE UTILITY	\$8,318	\$20,000	\$20,000	\$20,000
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>(\$132,391)</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>
49410 CONTRIBUTIONS - WATER	\$869,851	\$0	\$0	\$0
49420 CONTRIBUTIONS - SEWER	\$1,040,087	\$0	\$0	\$0
49600 INSURANCE RECOVERIES	\$39,884	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$1,949,822</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL UTILITY FUND REVENUES</b>	<b>\$29,078,185</b>	<b>\$26,027,619</b>	<b>\$26,723,515</b>	<b>\$30,224,893</b>

# CITY OF WYLIE

## UTILITY ADMINISTRATION

### DEPARTMENT DESCRIPTION

The Utility Administration Department is responsible for supplying supervision, technical, administrative and direct support to Public Works.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue implementation of a system-wide wastewater infrastructure rehabilitation program, outlined by the completed CMOM inspection.

Strategic Goal: Health, Safety, and Well-Being

Continue implementation of the Water Conservation Plan, Water Resource and Emergency Management Plan, and StormWater Management Plan (SWMP).

Strategic Goal: Health, Safety, and Well-Being

Continue compliance with all regulatory agency reporting and documentation.

Strategic Goal: Health, Safety, and Well-Being

Continue the program for city-wide pavement rehabilitation using the 2020 results of the Pavement Assessment project.

Strategic Goal: Infrastructure

Continue to work towards department accreditation by the American Public Works Association (APWA).

Strategic Goal: Workforce

Continue to work towards department-wide licensing

Strategic Goal: Workforce

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completed all TCEQ, TWDB, and NTMWD water sample collections and reporting requirements.

Strategic Goal: Health, Safety, and Well-Being

Executed agreement with a vendor to assist in sidewalk rehabilitation citywide

Strategic Goal: Infrastructure

Assisted with winter storm coordination, working with all Public Works divisions.

Strategic Goal: Health, Safety, and Well-Being

Identified areas of drainage that are in need of repair

Strategic Goal: Infrastructure

Processed approximately 1300 service requests to divisions

Strategic Goal: Health, Safety, and Well-Being

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Public Works Director	1.0	1.0	1.0	1.0
Engineering Const. Supervisor	1.0	0.0	0.0	0.0
Utility Inspector	1.0	0.0	0.0	0.0
Engineering Project Manager	1.0	0.0	0.0	0.0
Right of Way Inspector	1.0	0.0	0.0	0.0
Administrative Assistant II	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>6.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### UTILITY ADMINISTRATION

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$235,953	\$165,813	\$165,813	\$168,667
51130 OVERTIME	\$18,432	\$5,000	\$5,000	\$0
51140 LONGEVITY PAY	\$2,612	\$372	\$372	\$154
51160 CERTIFICATION INCENTIVE	\$0	\$0	\$0	\$1,200
51310 TMRS	\$45,311	\$26,534	\$26,534	\$26,353
51410 HOSPITAL AND LIFE INSURANCE	\$34,860	\$26,621	\$26,621	\$29,780
51420 LONG-TERM DISABILITY	\$601	\$607	\$607	\$624
51440 FICA	\$17,382	\$10,614	\$10,614	\$10,541
51450 MEDICARE	\$4,065	\$2,482	\$2,482	\$2,465
51470 WORKERS COMP PREMIUM	\$1,348	\$355	\$452	\$1,076
51480 UNEMPLOYMENT COMP (TWC)	\$3	\$540	\$540	\$540
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$360,568</b>	<b>\$238,937</b>	<b>\$239,035</b>	<b>\$241,400</b>
52010 OFFICE SUPPLIES	\$5,776	\$3,520	\$3,520	\$3,600
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$1,129	\$600	\$600	\$600
52310 FUEL AND LUBRICANTS	\$7,608	\$0	\$0	\$0
52710 WEARING APPAREL AND UNIFORMS	\$293	\$480	\$480	\$480
52810 FOOD SUPPLIES	\$586	\$1,100	\$1,100	\$1,300
<b>TOTAL SUPPLIES</b>	<b>\$15,392</b>	<b>\$5,700</b>	<b>\$5,700</b>	<b>\$5,980</b>
54810 COMPUTER HARD/SOFTWARE	\$65,400	\$207,230	\$71,473	\$263,730
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$65,400</b>	<b>\$207,230</b>	<b>\$71,473</b>	<b>\$263,730</b>
56040 SPECIAL SERVICES	\$8,153	\$15,200	\$15,200	\$16,000
56080 ADVERTISING	\$0	\$250	\$250	\$250
56110 COMMUNICATIONS	\$1,074	\$0	\$0	\$0
56210 TRAVEL AND TRAINING	\$4,554	\$500	\$500	\$500
56250 DUES AND SUBSCRIPTIONS	\$63,096	\$75,650	\$75,650	\$77,650
56570 ENGINEERING/ARCHITECTURAL	\$187,022	\$43,853	\$11,818	\$32,035
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$263,899</b>	<b>\$135,453</b>	<b>\$103,418</b>	<b>\$126,435</b>
58570 ENGINEERING/ARCHITECTURAL	\$7,450	\$31,750	\$14,750	\$17,000
58995 CONTRA CAPITAL OUTLAY	(\$7,450)	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$31,750</b>	<b>\$14,750</b>	<b>\$17,000</b>
<b>TOTAL UTILITY ADMINISTRATION</b>	<b>\$705,260</b>	<b>\$619,070</b>	<b>\$434,376</b>	<b>\$654,545</b>

# CITY OF WYLIE

## UTILITIES - WATER

### DEPARTMENT DESCRIPTION

The Water Department's goal is to continuously supply safe, uninterrupted potable water service to Wylie residents and businesses. The City purchases water from the North Texas Municipal Water District (NTMWD). Department staff is responsible for maintaining approximately 188 miles of water distribution mains including approximately 15,000 service connections, three (3) pump stations, and three (3) elevated storage tanks. Typical duties include monthly sampling of water, operating and maintenance of valves and fire hydrants, hydrant meter program tracking, performing routine inspections of pump stations, and responding to water main emergency repairs. The Water Department is also responsible for maintaining water quality through routine testing, monitoring the backflow testing program, performing customer service inspections, flushing hydrants, reporting to regulatory agencies, supporting the cross-connection control program, and close coordination with the NTMWD.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to implement the Cross Connection Control Program.

Strategic Goal: Health, Safety, and Well-Being

Continue Unidirectional Flushing (UDF) in the distribution system.

Strategic Goal: Health, Safety, and Well-Being

Continue to GPS locate all water mains, valves, and fire hydrants.

Strategic Goal: Health, Safety, and Well-Being

Prepare the Consumer Confidence Report and submit it to the Texas Commission on Environmental Quality (TCEQ).

Strategic Goal: Health, Safety, and Well-Being

Prepare the Water Conservation Report and submit it to the North Texas Municipal Water District (NTMWD).

Strategic Goal: Health, Safety, and Well-Being

Complete the Risk and Resilience Assessment, and Emergency Response Plan per EPA

Strategic Goal: Health, Safety, and Well-Being

Complete the Emergency Preparedness Plan per TCEQ

Strategic Goal: Health, Safety, and Well-Being

Prepare the Water Use Survey and Water Loss Audit Reports and submit them to the Texas Water Development Board (TWDB).

Strategic Goal: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Performed interior inspection and cleaning of water storage reservoirs.

Strategic Goal: Health, Safety, and Well-Being

Collected GPS data of water mains, valves, and fire hydrants.

Strategic Goal: Health, Safety, and Well-Being

Continued with valve exercise and maintenance program.

Strategic Goal: Health, Safety, and Well-Being

Completed Consumer Confidence Report and submitted to the TCEQ.

Strategic Goal: Health, Safety, and Well-Being

## UTILITIES - WATER CONTINUED

Completed Water Conservation Report and submitted to the NTMWD.

Strategic Goal: Health, Safety, and Well-Being

Completed Water Use Survey and Water Loss Audit and submitted to the TWDB.

Strategic Goal: Health, Safety, and Well-Being

Responded to emergency calls during the 2023 Winter Weather Storm.

Strategic Goal: Health, Safety, and Well-Being

Repaired 4 water main breaks.

Strategic Goal: Infrastructure

Repaired 60 water service lines

Strategic Goal: Infrastructure

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Assistant PW Superintendent	1.0	0.0	0.0	0.0
Utilities Manager	0.0	1.0	1.0	1.0
Water Utility Supervisor	1.0	1.0	1.0	1.0
Water Quality Specialist	2.0	2.0	2.0	3.0
Crew Leader	2.0	2.0	0.0	0.0
Public Works Supervisor	0.0	0.0	2.0	2.0
Equipment Operator II	0.0	0.0	4.0	4.0
Equipment Operator	2.0	2.0	6.0	6.0
Maintenance Worker II	2.0	2.0	0.0	0.0
Maintenance Worker	6.0	6.0	0.0	0.0
<b>TOTAL</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>17.0</b>

# UTILITIES - WATER CONTINUED

ACTIVITY DEMAND / ACTIVITY WORKLOAD						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Water Division - Total of miles of water mains maintained	100 %	188	188	188	190	100%
Water Division - Total of fire hydrants maintained	100 %	1,800	1,938	1,981	1,981	100%
Water Division - Water Leaks Repaired (Main Lines)	100 %	1	10	100%	6	100%
Water Division - Water Leak Repaired (Service Lines)	100 %	22	50	100%	76	100%
Water Division - Water Leaks Repaired (Curb Stop)	100 %	32	47	100%	81	100%
Water Division - Water Leaks Repaired (CO-OP Main)	100 %	4	14	100%	52	100%

EFFICIENCY / EFFECTIVENESS						
MEASURE	BENCHMARK	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Water Division - Provide and monitor adequate water pressure and volume delivered for the City's water distribution system and fire protection needs (Maintain an average water pressure of 45 PSI in the Upper and Lower Pressure Planes of the Water System) (% of time system meets 45 PSI)	45 PSI		45PSI	45 PSI	45 PSI	45 PSI
Water Division - Provide responsive service during the regular hours to customer requests and inquiries within prescribed parameters (Response times: water main break or sewer backups - 30 minutes)	30 Min		30 Min	30 Min	30 Min	30 Min
Water Division - Provide responsive service after hours to customer requests and inquiries within prescribed parameters (Response times: water main break or sewer backups - 1 hour)	1 Hour		1 Hour	1 Hour	1 Hour	1 Hour
Water Division - Provide water quality management services (Provide water quality testing per TCEQ requirements)	100 %	100 %	100 %	100 %	100 %	100 %

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### WATER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$642,380	\$827,211	\$827,211	\$885,227
51130 OVERTIME	\$36,312	\$35,000	\$49,350	\$50,000
51140 LONGEVITY PAY	\$4,784	\$5,200	\$5,200	\$5,765
51310 TMRS	\$103,561	\$134,449	\$134,449	\$143,849
51410 HOSPITAL AND LIFE INSURANCE	\$97,603	\$155,349	\$155,349	\$188,852
51420 LONG-TERM DISABILITY	\$1,398	\$3,033	\$3,033	\$3,228
51440 FICA	\$40,892	\$53,780	\$53,780	\$57,539
51450 MEDICARE	\$9,564	\$12,578	\$12,578	\$13,457
51470 WORKERS COMP PREMIUM	\$11,103	\$10,833	\$12,595	\$15,313
51480 UNEMPLOYMENT COMP (TWC)	\$1,262	\$4,320	\$4,320	\$4,590
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$948,860</b>	<b>\$1,241,753</b>	<b>\$1,257,865</b>	<b>\$1,367,820</b>
52010 OFFICE SUPPLIES	\$347	\$200	\$200	\$200
52040 POSTAGE AND FREIGHT	\$39	\$200	\$200	\$200
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$46,043	\$27,600	\$27,600	\$53,300
52250 MEDICAL AND SURGICAL	\$23	\$400	\$400	\$800
52310 FUEL AND LUBRICANTS	\$41,865	\$66,600	\$66,600	\$63,000
52350 METER/SERVICE CONNECT SUPPLIES	\$34,399	\$63,840	\$59,805	\$70,675
52380 CHEMICALS	\$5,830	\$7,600	\$7,600	\$10,600
52510 BOTANICAL AND AGRICULTURAL	\$1,885	\$3,000	\$3,000	\$4,000
52710 WEARING APPAREL AND UNIFORMS	\$10,623	\$15,400	\$15,400	\$10,500
52810 FOOD SUPPLIES	\$1,924	\$1,600	\$1,600	\$2,550
<b>TOTAL SUPPLIES</b>	<b>\$142,977</b>	<b>\$186,440</b>	<b>\$182,405</b>	<b>\$215,825</b>
54210 STREETS AND ALLEYS	\$21,716	\$30,000	\$30,000	\$30,000
54250 STREET SIGNS AND MARKINGS	\$819	\$2,400	\$2,400	\$3,400
54310 UTILITY PLANT - WATER	\$67,196	\$187,500	\$187,500	\$78,500
54330 WATER MAINS AND FIRE HYDRANTS	\$1,087,398	\$295,172	\$295,172	\$35,000
54530 HEAVY EQUIPMENT	\$29,522	\$40,000	\$40,000	\$40,000
54630 TOOLS AND EQUIPMENT	\$791	\$900	\$900	\$2,000
54810 COMPUTER HARD/SOFTWARE	\$0	\$2,550	\$2,550	\$3,300
54910 BUILDINGS	\$14,038	\$4,000	\$4,000	\$6,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$1,221,481</b>	<b>\$562,522</b>	<b>\$562,522</b>	<b>\$198,200</b>
56040 SPECIAL SERVICES	\$51,780	\$245,240	\$94,276	\$287,404
56050 UNIFORM CONTRACT	\$0	\$0	\$0	\$10,000
56110 COMMUNICATIONS	\$1,792	\$2,580	\$2,580	\$3,780
56150 LAB ANALYSIS	\$0	\$200	\$200	\$200
56180 RENTAL	\$1,350	\$5,000	\$5,000	\$5,000
56210 TRAVEL AND TRAINING	\$10,387	\$12,100	\$12,100	\$26,200



# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### WATER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56250 DUES AND SUBSCRIPTIONS	\$7,351	\$7,660	\$7,660	\$8,640
56570 ENGINEERING/ARCHITECTURAL	\$16,000	\$11,626	\$11,626	\$0
56610 UTILITIES-ELECTRIC	\$130,992	\$180,000	\$180,000	\$200,000
56680 TRASH DISPOSAL	\$55	\$500	\$500	\$500
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$219,707</b>	<b>\$464,906</b>	<b>\$313,942</b>	<b>\$541,724</b>
58310 WATER MAINS/HYDRANTS AND ETC	\$0	\$136,000	\$0	\$136,000
58510 MOTOR VEHICLES	\$35,534	\$0	\$0	\$650,000
58570 ENGINEERING/ARCHITECTURAL	\$53,652	\$21,469	\$10,520	\$10,949
58850 MAJOR TOOLS AND EQUIPMENT	\$166,164	\$1,845,880	\$1,059,009	\$786,871
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$2,003,349</b>	<b>\$1,069,529</b>	<b>\$1,583,820</b>
<b>TOTAL WATER</b>	<b>\$2,533,025</b>	<b>\$4,458,970</b>	<b>\$3,386,263</b>	<b>\$3,907,389</b>

# CITY OF WYLIE

## ENGINEERING DEPARTMENT

### DEPARTMENT DESCRIPTION

The Engineering Department oversees the planning, design, and construction of capital improvement projects (CIPs), and reviews development engineering plans and subdivision plats. The Department coordinates with other departments on the identification and design of projects and evaluates the impact of development on existing infrastructure. The Department also communicates with developers, engineers, citizens, the Texas Department of Transportation, the North Texas Municipal Water District, the North Central Texas Council of Governments, and surrounding local governments to achieve project and objective completion. Functions of the Department include construction inspection, CIP management, development project management, and the implementation of design and construction standards.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to provide design review and construction and right-of-way inspections of residential subdivisions, commercial projects, and utility installations throughout the City.

Strategic Goal: Health, Safety, and Well-Being

Continue construction of the Ballard 1.5 Million Gallon Elevated Storage Tank.

Strategic Goal: Infrastructure

Continue construction of the Newport Harbor, East Brown, and Nortex Pump Station Backup Generators project.

Strategic Goal: Health, Safety, and Well-Being

Continue design of the Dogwood Drive Waterline Replacement project.

Strategic Goal: Health, Safety, and Well-Being / Infrastructure

Complete development of the Wastewater System Model.

Strategic Goal: Infrastructure / Planning Management

Continue construction activities related to the E FM 544 Improvements project.

Strategic Goal: Infrastructure

Continue construction activities relating to the Eubanks Lane Improvements project.

Strategic Goal: Infrastructure

Continue construction activities relating to the McMillen Drive Improvements project.

Strategic Goal: Infrastructure

Continue construction of the Woodbridge Parkway at Hensley Lane Signal.

Strategic Goal: Infrastructure

Begin design of a traffic signal at Creek Crossing Lane and Sachse Road.

Strategic Goal: Health, Safety, and Well-Being / Infrastructure

Continue to coordinate with TxDOT on FM 2514 and Country Club/ FM 544 Intersection projects through construction.

Strategic Goal: Health, Safety, and Well-Being / Infrastructure

Complete design and begin construction of the Park Boulevard Improvements project.

Strategic Goal: Infrastructure

Begin design of Sanden Boulevard Improvements project.

Strategic Goal: Infrastructure

# ENGINEERING DEPARTMENT CONTINUED

Begin design of downtown improvements as approved by budget. Projects anticipated are the Birmingham Street Extension, Jackson Avenue Improvements, and Ballard Street Improvements.

Strategic Goal: Infrastructure

Perform a study to develop a city-wide Stormwater Fee.

Strategic Goal: Health, Safety, and Well-Being / Infrastructure

## FISCAL YEAR 2023 ACCOMPLISHMENTS

Provided construction and right-of-way inspections on residential, commercial, and utility construction city-wide.

Strategic Goal: Health, Safety, and Well-Being

Completed design of the Ballard 1.5 Million Gallon Elevated Storage Tank.

Strategic Goal: Infrastructure

Completed design and acquisitions for the E FM 544 Improvements project.

Strategic Goal: Infrastructure

Completed design and right-of-way acquisition process of the Eubanks Lane paving project.

Strategic Goal: Infrastructure

Completed design of the Woodbridge Parkway at Hensley Lane Signal Project.

Strategic Goal: Infrastructure

Coordinated with TxDOT and Collin County on HSIP Intersections, FM 2514, Park Boulevard Extension, and Country Club at FM 544 Intersection Projects.

Strategic Goal: Infrastructure

Begin design of the Park Boulevard Improvements project.

Strategic Goal: Infrastructure

Completed design of the Wylie Historic Area Drainage Master Plan.

Strategic Goal: Health, Safety, and Well-Being

Completed the Downtown Traffic Impact Analysis study.

Strategic Goal: Infrastructure

Completed design of the FM 544 at McCreary Road Signal and Brown Street at Hwy 78 Signal (HSIP) projects.

Strategic Goal: Infrastructure

Began design of the Dogwood Drive Waterline Replacement project.

Strategic Goal: Health, Safety, and Well-Being / Infrastructure

Completed installation of two(3) of the three (3) Pump Station Backup Generators

Strategic Goal: Health, Safety, and Well-Being

# ENGINEERING DEPARTMENT CONTINUED

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
City Engineer	0.0	1.0	1.0	1.0
Engineering Development Manager	0.0	1.0	1.0	1.0
Engineering Const. Supervisor	0.0	1.0	1.0	1.0
Utility Inspector	0.0	1.0	1.0	1.0
Engineering Project Manager	0.0	1.0	1.0	1.0
Right of Way Inspector	0.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>0.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>				
<b>MEASURE</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ESTIMATE</b>	<b>FY 2024 TARGET</b>
Track and Report the Number of Site Plan / SUP Plans Reviewed	36	33	36	35
Track and Report the Number of Right-of-Way Permits Issued	83	222	83	250
Track and Report the Number of Right-of-Way Inspections Performed	724	2,357	724	2,500
Track and Report the Number of Capital Improvements Projects Managed	19	20	19	20
Track and Report the Number of Civil Plans Reviewed and Authorized for Construction	21	34	21	35

<b>EFFICIENCY / EFFECTIVENESS</b>					
<b>MEASURE</b>	<b>BENCHMARK</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ESTIMATE</b>	<b>FY 2024 TARGET</b>
Percent(%) of Civil Construction Plan Reviews Performed in 10 Business Days	100%	80%	50%	80%	90%
Percent(%) of Site Plan or Pre-Development Plan In-House Reviews Performed in 5 Business Days	100%	90%	80%	90%	100%

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND ENGINEERING

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$343,249	\$526,456	\$526,546	\$528,528
51130 OVERTIME	\$22,199	\$44,000	\$44,000	\$40,000
51140 LONGEVITY PAY	\$0	\$3,308	\$3,308	\$2,787
51310 TMRS	\$49,151	\$88,933	\$88,933	\$88,554
51410 HOSPITAL AND LIFE INSURANCE	\$36,833	\$68,978	\$68,978	\$83,123
51420 LONG-TERM DISABILITY	\$617	\$1,916	\$1,916	\$1,956
51440 FICA	\$18,923	\$35,573	\$35,573	\$35,422
51450 MEDICARE	\$4,426	\$8,320	\$8,320	\$8,284
51470 WORKERS COMP PREMIUM	\$0	\$1,377	\$1,205	\$1,591
51480 UNEMPLOYMENT COMP (TWC)	\$60	\$1,620	\$1,620	\$1,620
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$475,459</b>	<b>\$780,481</b>	<b>\$780,399</b>	<b>\$791,865</b>
52010 OFFICE SUPPLIES	\$0	\$1,000	\$1,000	\$1,200
52070 COMPUTER SOFTWARE	\$0	\$0	\$0	\$1,000
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$1,600	\$1,600	\$1,600
52310 FUEL AND LUBRICANTS	\$529	\$13,500	\$13,500	\$9,750
52710 WEARING APPAREL AND UNIFORMS	\$0	\$2,100	\$2,100	\$2,100
52810 FOOD SUPPLIES	\$0	\$600	\$600	\$900
<b>TOTAL SUPPLIES</b>	<b>\$529</b>	<b>\$18,800</b>	<b>\$18,800</b>	<b>\$16,550</b>
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$540
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$1,000	\$1,000	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$540</b>
56040 SPECIAL SERVICES	\$0	\$200	\$200	\$200
56080 ADVERTISING	\$0	\$200	\$200	\$200
56110 COMMUNICATIONS	\$0	\$1,500	\$1,500	\$1,800
56180 RENTAL	\$0	\$0	\$0	\$0
56210 TRAVEL AND TRAINING	\$0	\$8,500	\$8,500	\$8,500
56250 DUES AND SUBSCRIPTIONS	\$0	\$2,000	\$2,000	\$2,000
56570 ENGINEERING/ARCHITECTURAL	\$0	\$199,000	\$143,760	\$405,240
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$211,400</b>	<b>\$156,160</b>	<b>\$417,940</b>
58570 ENGINEERING/ARCHITECTURAL	\$0	\$100,000	\$0	\$100,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>
<b>TOTAL ENGINEERING</b>	<b>\$475,988</b>	<b>\$1,111,681</b>	<b>\$956,359</b>	<b>\$1,326,895</b>

# CITY OF WYLIE

## UTILITIES - WASTEWATER

### DEPARTMENT DESCRIPTION

The goal of the Wastewater Division is to supply uninterrupted wastewater services to Wylie residents and businesses. The City delivers its sewage to the City's treatment plant operated under contract by NTMWD. The department's staff is responsible for maintaining approximately 219 miles of sewer collection lines and ten (10) lift stations. Typical duties include routine inspections of pumps and lift stations, emergency repairs to sewer mains, high-pressure jetting of mains, and responding to sewer stoppages.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue to perform wastewater collection system repairs and rehabilitation of severe inflow and infiltration deficiencies identified during the Capacity Management Operations and Maintenance (CMOM) assessment.

Strategic Goal: Health, Safety, and Well-Being

Continue to perform grease trap inspections at commercial sites.

Strategic Goal: Health, Safety, and Well-Being

Operate and maintain the collection system to prevent Sanitary Sewer Overflows (SSOs).

Strategic Goal: Health, Safety, and Well-Being

Perform smoke testing as needed to identify Inflow and Infiltration (I/I) in the wastewater collection system.

Strategic Goal: Health, Safety, and Well-Being

Continue to submit reports to the TCEQ regarding the condition of the City's wastewater collection system.

Strategic Goal: Health, Safety, and Well-Being

Camera inspect, clean, and repair wastewater lateral lines, manholes, and main lines identified during the CMOM study as having severe inflow and infiltration issues.

Strategic Goal: Infrastructure

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Performed systematic camera inspections and jetting of main lines as a preventive maintenance measure city-wide.

Strategic Goal: Health, Safety, and Well-Being

Performed approximately 140 commercial grease trap inspections to maintain system integrity by preventing grease accumulation in main lines.

Strategic Goal: Health, Safety, and Well-Being

Replaced (2) lift station pumps at Watermark Lift Station

Strategic Goal: Infrastructure

Responded to emergency calls during the 2023 Winter Weather Storm.

Strategic Goal: Health, Safety, and Well-Being

Relined 1,600 linear feet of sewer main.

Strategic Goal: Infrastructure

Performed 11 repairs to the wastewater conveyance system.

Strategic Goal: Infrastructure

Performed camera inspections of approximately 2,700 feet of the wastewater conveyance system.

Strategic Goal: Infrastructure

Performed approximately 137,000 feet of sewer main cleaning.

Strategic Goal: Infrastructure

# UTILITIES - WASTEWATER CONTINUED

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Crew Leader	2.0	2.0	0.0	0.0
Public Works Supervisor	0.0	0.0	2.0	2.0
Equipment Operator II	0.0	0.0	4.0	4.0
Equipment Operator	2.0	2.0	6.0	6.0
Maintenance Worker II	2.0	2.0	0.0	0.0
Maintenance Worker	6.0	6.0	0.0	0.0
<b>TOTAL</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>						
<b>MEASURE</b>	<b>BENCHMARK</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
Wastewater Division - Total Linear feet of Wastewater mains Hydro-Jetted	200,000	25,398 LF	105,434 LF	100,000LF	137,000 LF	100,000 LF
Wastewater Division - Total linear feet of mains camera inspected	40,000	6,125	7,210	2,000 LF	2,700 LF	2,000 LF
Wastewater Division - Total Grease Trap Inspections	100 %	150	135	100	103	100
Wastewater Division - Total number of Sewer Lateral Lines Repaired	100 %	24	49	100%	19	100%
Wastewater Division - Total number of manholes maintained		2,865	3,755	100%	3,817	
Wastewater Division - Total of miles of Wastewater Collection System Mains maintained		204 Miles	219 miles	100%	222.08 Miles	100%

<b>EFFICIENCY / EFFECTIVENESS</b>						
<b>MEASURE</b>	<b>BENCHMARK</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
Wastewater Division - Provide responsive service during the regular hours to customer requests and inquiries within prescribed parameters (Response times: sewer backups - 30 minutes)	30 Min	30 Min	30 Min	30 Min	30 Min	30 Min
Wastewater Division - Provide responsive service after hours to customer requests and inquiries within prescribed parameters (Response times: sewer backups - 1 hour)	1 Hour	1 Hour	1 Hour	1 Hour	1 Hour	1 Hour

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND WASTEWATER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$381,748	\$541,493	\$541,493	\$522,475
51130 OVERTIME	\$16,653	\$26,000	\$35,392	\$38,000
51140 LONGEVITY PAY	\$2,804	\$3,122	\$3,122	\$2,240
51310 TMRS	\$63,858	\$88,446	\$88,446	\$87,221
51410 HOSPITAL AND LIFE INSURANCE	\$75,159	\$110,487	\$110,487	\$119,010
51420 LONG-TERM DISABILITY	\$1,068	\$1,994	\$1,994	\$1,933
51440 FICA	\$24,259	\$35,378	\$35,378	\$34,888
51450 MEDICARE	\$5,673	\$8,274	\$8,274	\$8,160
51470 WORKERS COMP PREMIUM	\$6,117	\$7,157	\$10,247	\$11,395
51480 UNEMPLOYMENT COMP (TWC)	\$574	\$3,240	\$3,240	\$3,240
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$577,913</b>	<b>\$825,591</b>	<b>\$838,073</b>	<b>\$828,562</b>
52010 OFFICE SUPPLIES	\$190	\$200	\$200	\$200
52040 POSTAGE AND FREIGHT	\$35	\$100	\$100	\$100
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$17,961	\$23,200	\$23,200	\$12,000
52250 MEDICAL AND SURGICAL	\$0	\$300	\$300	\$600
52310 FUEL AND LUBRICANTS	\$16,631	\$24,300	\$24,300	\$24,300
52380 CHEMICALS	\$721	\$5,600	\$5,600	\$8,500
52510 BOTANICAL AND AGRICULTURAL	\$1,779	\$2,500	\$2,500	\$2,500
52710 WEARING APPAREL AND UNIFORMS	\$9,620	\$12,400	\$12,400	\$7,600
52810 FOOD SUPPLIES	\$774	\$1,200	\$1,200	\$1,800
<b>TOTAL SUPPLIES</b>	<b>\$47,711</b>	<b>\$69,800</b>	<b>\$69,800</b>	<b>\$57,600</b>
54210 STREETS AND ALLEYS	\$3,064	\$16,000	\$16,000	\$30,000
54250 STREET SIGNS AND MARKINGS	\$0	\$1,250	\$1,250	\$2,000
54350 METER AND SERVICE CONNECTIONS	\$1,491	\$10,000	\$10,000	\$10,000
54410 UTILITY PLANT - SEWER	\$56,636	\$66,000	\$62,477	\$41,523
54430 SANITARY SEWERS	\$39,291	\$66,500	\$56,695	\$76,805
54530 HEAVY EQUIPMENT	\$61,955	\$40,000	\$33,390	\$51,610
54630 TOOLS AND EQUIPMENT	\$1,482	\$2,500	\$2,500	\$2,500
54910 BUILDINGS	\$0	\$2,500	\$2,500	\$6,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$163,919</b>	<b>\$204,750</b>	<b>\$184,812</b>	<b>\$220,438</b>
56040 SPECIAL SERVICES	\$128,667	\$165,800	\$165,800	\$189,579
56050 UNIFORM CONTRACT	\$0	\$0	\$0	\$10,000
56080 ADVERTISING	\$0	\$500	\$500	\$500
56110 COMMUNICATIONS	\$600	\$600	\$600	\$2,000
56180 RENTAL	\$564	\$2,000	\$2,000	\$6,000
56210 TRAVEL AND TRAINING	\$4,125	\$11,025	\$11,025	\$23,525
56250 DUES AND SUBSCRIPTIONS	\$2,150	\$2,400	\$2,400	\$2,820



# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### WASTEWATER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56570 ENGINEERING/ARCHITECTURAL	\$19,028	\$761	\$0	\$761
56610 UTILITIES-ELECTRIC	\$44,161	\$50,000	\$56,000	\$55,000
56680 TRASH DISPOSAL	\$0	\$500	\$500	\$500
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$199,295</b>	<b>\$233,586</b>	<b>\$238,825</b>	<b>\$290,685</b>
58510 MOTOR VEHICLES	\$30,260	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$49,744	\$0	\$0	\$106,395
58995 CONTRA CAPITAL OUTLAY	(\$114,666)	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>(\$34,663)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$106,395</b>
<b>TOTAL WASTEWATER</b>	<b>\$954,176</b>	<b>\$1,333,727</b>	<b>\$1,331,510</b>	<b>\$1,503,680</b>

# CITY OF WYLIE

## UTILITY BILLING

### DEPARTMENT DESCRIPTION

Utility Billing is a division of the Finance Department. It is responsible for the billing and collection of utility fees, revenue collections for all departments, and utility customer service. Our mission is to ensure all citizens and utility customers that we uphold respectful and responsive customer service.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

75% Watersmart adoption rate

Strategic Goals: Community Focused Government; Financial Health

60% of customers on paperless billing

Strategic Goals: Community Focused Government; Financial Health

Complete cross training of new Utility clerks in the field to learn how to better answer customer field related questions

Strategic Goals: Community Focused Government; Workforce

Provide training to other departments that could utilize the metering software so they can better help citizens with leak and backflow questions

Strategic Goal: Workforce

Convert 50% of customers to electronic billing

Strategic Goal: Workforce

Complete updated contract with CWD

Strategic Goals: Community Focused Government

Run bulk program through Meter Services without getting code enforcement involved

Strategic Goal: Workforce

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Provide PDF bill printing through Watersmart portal for electronic billed customers

Strategic Goals: Community Focused Government

54% of customers on paperless billing

Strategic Goal: Workforce

64% of customers paying on Invoice Cloud Customer Portal

Strategic Goal: Workforce ; Community Focused Government

70% Watersmart adoption rate in the second year

Strategic Goals: Community Focused Government; Financial Health

Upgrade to Incode 10.

Strategic Goal: Workforce

Implemented customer auto draft and the ability to schedule a single credit card payment online.

Strategic Goals: Community Focused Government; Financial Health ;Workforce

Implemented leak adjustment form online

Strategic Goal: Workforce

Updated Bulk program with CWD

Strategic Goals: Community Focused Government

# UTILITY BILLING CONTINUED

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<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Utility Services Manager	1.0	1.0	1.0	1.0
Utility Billing Supervisor	0.0	0.0	1.0	1.0
AMI Analyst	1.0	1.0	0.0	0.0
Senior Billing Clerk	1.0	1.0	1.0	1.0
Billing Clerk	3.0	3.0	3.0	3.0
Utility Technician	2.0	2.0	2.0	2.0
AMI Field Specialist	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>				
<b>MEASURE</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
Number of new active customers	3,041	1,500	1,842	1,500
Number of new build meter sets	199	245	377	400
Number of paperless billing	3,500	4,700	8,705	9,000
Number of Watersmart Users	7,500	10,000	12,223	12,400
Number of Invoice Cloud Online Portal Users			13,880	15,000

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### UTILITY BILLING

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$402,736	\$458,666	\$458,666	\$464,838
51112 SALARIES - PART TIME	\$0	\$0	\$0	\$0
51130 OVERTIME	\$1,836	\$4,200	\$4,200	\$13,000
51140 LONGEVITY PAY	\$2,340	\$2,643	\$2,643	\$2,820
51160 CERTIFICATION INCENTIVE	\$0	\$2,400	\$2,400	\$3,600
51310 TMRS	\$62,062	\$72,807	\$72,807	\$75,060
51410 HOSPITAL AND LIFE INSURANCE	\$74,960	\$90,803	\$90,803	\$92,877
51420 LONG-TERM DISABILITY	\$978	\$1,557	\$1,557	\$1,720
51440 FICA	\$23,502	\$29,010	\$29,010	\$30,024
51450 MEDICARE	\$5,496	\$6,785	\$6,785	\$7,022
51470 WORKERS COMP PREMIUM	\$2,366	\$2,231	\$2,594	\$3,814
51480 UNEMPLOYMENT COMP (TWC)	\$115	\$2,430	\$2,430	\$2,430
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$576,392</b>	<b>\$673,532</b>	<b>\$673,895</b>	<b>\$697,205</b>
52010 OFFICE SUPPLIES	\$5,572	\$7,770	\$7,770	\$7,850
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$243	\$1,150	\$1,150	\$1,150
52310 FUEL AND LUBRICANTS	\$8,189	\$12,000	\$12,000	\$12,000
52350 METER/SERVICE CONNECT SUPPLIES	\$47,983	\$115,000	\$125,000	\$140,000
52710 WEARING APPAREL AND UNIFORMS	\$1,754	\$2,460	\$2,460	\$2,460
52810 FOOD SUPPLIES	\$635	\$700	\$700	\$700
<b>TOTAL SUPPLIES</b>	<b>\$64,375</b>	<b>\$139,080</b>	<b>\$149,080</b>	<b>\$164,160</b>
54810 COMPUTER HARD/SOFTWARE	\$48,258	\$60,000	\$60,000	\$60,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$48,258</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,720</b>
56040 SPECIAL SERVICES	\$47,638	\$88,950	\$88,950	\$99,950
56080 ADVERTISING	\$0	\$0	\$0	\$15,000
56110 COMMUNICATIONS	\$4,173	\$6,000	\$6,000	\$7,000
56180 RENTAL	\$1,500	\$1,580	\$1,580	\$2,500
56210 TRAVEL AND TRAINING	\$3,356	\$7,000	\$7,000	\$7,000
56250 DUES AND SUBSCRIPTIONS	\$0	\$304	\$304	\$304
56330 BANK SERVICE CHARGES	\$2,842	\$3,500	\$3,500	\$3,500
56340 CCARD ONLINE SERVICE FEES	\$252,608	\$308,000	\$308,000	\$436,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$312,117</b>	<b>\$415,334</b>	<b>\$415,334</b>	<b>\$571,254</b>
58510 MOTOR VEHICLES	\$86,661	\$0	\$0	\$0
58995 CONTRA CAPITAL OUTLAY	(\$86,661)	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL UTILITY BILLING</b>	<b>\$1,001,142</b>	<b>\$1,287,946</b>	<b>\$1,298,309</b>	<b>\$1,493,339</b>

**CITY OF WYLIE**

**UTILITY FUND COMBINED SERVICES**

**DEPARTMENT DESCRIPTION**

This department reflects expenditures incurred by the City's Utility Fund, as a single entity, in the conduct of its operations. These expenditures include water purchases, sewer treatment costs, debt service, communications, postage, insurance premiums and engineering fees.

# PROPOSED BUDGET FY 2024

## 611-UTILITY FUND

### UTILITY COMBINED SERVICES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52010 OFFICE SUPPLIES	\$0	\$0	\$0	\$0
52040 POSTAGE AND FREIGHT	\$69,371	\$84,000	\$84,000	\$72,000
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$69,371</b>	<b>\$84,000</b>	<b>\$84,000</b>	<b>\$72,000</b>
54510 MOTOR VEHICLES	(\$3,142)	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>(\$3,142)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$36,165	\$41,282	\$41,282	\$106,749
56310 INSURANCE	\$121,753	\$133,870	\$133,870	\$160,644
56410 PENSION EXPENSE	(\$104,775)	\$0	\$0	\$0
56411 SDBF EXPENSE	\$6,576	\$0	\$0	\$0
56530 COURT AND LEGAL COSTS	\$65,342	\$60,000	\$60,000	\$60,000
56630 UTILITIES-WATER	\$5,508,470	\$6,350,000	\$6,350,000	\$7,554,692
56640 UTILITIES-SEWER	\$6,316,041	\$7,710,000	\$7,710,000	\$8,259,444
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$11,949,572</b>	<b>\$14,295,152</b>	<b>\$14,295,152</b>	<b>\$16,141,529</b>
57110 DEBT SERVICE	\$0	\$745,000	\$745,000	\$775,000
57210 DEBT SERVICE-INTEREST	\$345,904	\$322,694	\$322,694	\$288,044
57410 PRINCIPAL PAYMENT	\$0	\$313,745	\$313,745	\$320,345
57415 INTEREST EXPENSE	\$63,316	\$56,853	\$56,853	\$50,253
57610 DEPRECIATION EXPENSE	\$2,806,488	\$0	\$0	\$0
57611 AMORTIZATION EXPENSE	(\$58,825)	\$0	\$0	\$0
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$3,156,883</b>	<b>\$1,438,292</b>	<b>\$1,438,292</b>	<b>\$1,433,642</b>
58995 CONTRA CAPITAL OUTLAY	(\$465,384)	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>(\$465,384)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
59111 TRANSFER TO GENERAL FUND	\$2,488,646	\$2,563,305	\$2,563,305	\$2,640,204
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$2,488,646</b>	<b>\$2,563,305</b>	<b>\$2,563,305</b>	<b>\$2,640,204</b>
<b>TOTAL UTILITY COMBINED SERVICES</b>	<b>\$17,195,946</b>	<b>\$18,380,749</b>	<b>\$18,380,749</b>	<b>\$20,287,375</b>

**CITY OF WYLIE****SEWER REPAIR AND REPLACEMENT FUND****FUND DESCRIPTION**

The Sewer Repair and Replacement Fund was established several years ago to create a source of funds that can be used for large sewer repair and maintenance projects. Utility customers are charged \$2.00 per month on their utility bills and these revenues are accrued in an account for maintenance of the wastewater system.

# City Of Wylie

## Fund Summary

### Sewer Repair and Replacement Fund

<b>Sewer Repair and Replacement Fund Ending Balance 09/30/22</b>	<b>\$ 2,627,519</b>
Projected '23 Revenues	486,834
Available Funds	3,114,353
Projected '23 Expenditures	(299,613)
Estimated Ending Fund Balance 09/30/23	\$ 2,814,740
 <b>Estimated Beginning Fund Balance - 10/01/23</b>	 <b>\$ 2,814,740</b>
Proposed Revenues '24	486,834
Proposed Expenditures '24	(1,500,000)
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 1,801,574</u></u>



# PROPOSED BUDGET FY 2024

## 620-SEWER REPAIR AND REPLACEMENT

### SEWER REPAIR AND REPLACEMENT REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
44512 SEWER SALES	\$398,470	\$412,000	\$412,000	\$412,000
<b>TOTAL SERVICE FEES</b>	<b>\$398,470</b>	<b>\$412,000</b>	<b>\$412,000</b>	<b>\$412,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$10,807	\$5,000	\$74,834	\$74,834
<b>TOTAL INTEREST INCOME</b>	<b>\$10,807</b>	<b>\$5,000</b>	<b>\$74,834</b>	<b>\$74,834</b>
<b>TOTAL SEWER REPAIR AND REPLACEMENT</b>	<b>\$409,277</b>	<b>\$417,000</b>	<b>\$486,834</b>	<b>\$486,834</b>

## 620-SEWER REPAIR AND REPLACEMENT

### SEWER REPAIR AND REPLACEMENT EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
54430 SANITARY SEWERS	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$0	\$0	\$0	\$0
56080 ADVERTISING	\$0	\$0	\$0	\$0
56570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
58410 SANITARY SEWER	\$34,663	\$1,500,000	\$299,613	\$1,500,000
58570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$34,663</b>	<b>\$1,500,000</b>	<b>\$299,613</b>	<b>\$1,500,000</b>
<b>TOTAL SEWER REPAIR AND REPLACEMENT</b>	<b>\$34,663</b>	<b>\$1,500,000</b>	<b>\$299,613</b>	<b>\$1,500,000</b>

## WYLIE ECONOMIC DEVELOPMENT CORPORATION

The Wylie citizens, as authorized by the Texas State Legislature, created the Wylie Economic Development Corporation (WEDC) via the passage of a half-cent sales tax increase in 1990. Funds received by the WEDC are used solely to enhance and promote economic development within the Wylie community.

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Executive Director	1.0	1.0	1.0	1.0
Director of Business Retention	1.0	1.0	1.0	1.0
Senior Assistant	1.0	1.0	1.0	1.0
Administrative Assistant	0.0	1.0	1.0	2.0
Mkt & Comms Coordinator	0.0	0.0	0.0	.5
<b>TOTAL</b>	<b>3.0</b>	<b>4.0</b>	<b>4.0</b>	<b>5.5</b>

The primary objectives of the WEDC are to increase local employment opportunities while enhancing and diversifying the City of Wylie's tax base. The WEDC currently employs four full-time professional staff members that report directly to the Executive Director, and the Director reports to a 5-member Board of Directors appointed by the Wylie City Council. Ex-Officio Members of the Board include the sitting Mayor and current City Manager. Meetings typically occur on the third Wednesday of each month at 7:30 a.m. and on an as-needed basis at WEDC offices located at 250 S. Highway 78.

The Wylie City Council provides oversight of the WEDC via approval of Bylaws, appointment of Board Members, approval of annual budgets, review of monthly expenditures and project approval. The City of Wylie Finance Department processes all financial functions of the WEDC and coordinates an annual Financial Audit by an independent, third-party firm.

WEDC Board of Directors	Current Appointment	Term Expires
Demond Dawkins, President	07/2021	06/2024
Melisa Whitehead, Vice President	06/2022	06/2025
Blake Brininstool, Treasurer	07/2021	06/2024
Aaron Jameson, Board Member	03/2023	06/2026
Whitney McDougall, Board Member	06/2023	06/2026

# City Of Wylie

## Fund Summary

### Wylie Economic Development Corporation

<b>Audited Wylie Economic Development Corp Ending Balance 09/30/22</b>	<b>\$ 10,747,516</b>
Projected '23 Revenues	<u>5,623,277</u>
Available Funds	16,370,793
Projected '23 Expenditures	<u>(5,211,025)</u>
Estimated Ending Fund Balance 09/30/23	\$ 11,159,768
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 11,159,768</b>
Proposed Revenues '24	7,353,131 a)
Proposed Expenditures '24	<u>(16,427,451)</u>
Estimated Ending Fund Balance 09/30/24	<u>\$ 2,085,448</u>

a) Proposed Sales Tax is an 10% increase over the FY 23 Projected and Projected FY 23 is 100% of budget amount. Revenues also include an anticipated Gain/Loss Sale of Property in the amount of \$2.6 million.

# PROPOSED BUDGET FY 2024

## 111-WEDC

### WEDC REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40150 REV IN LEIU OF TAXES	\$0	\$0	\$0	\$0
40210 SALES TAX	\$4,161,282	\$4,124,241	\$4,124,241	\$4,536,561
<b>TOTAL TAXES</b>	<b>\$4,161,282</b>	<b>\$4,124,241</b>	<b>\$4,124,241</b>	<b>\$4,536,561</b>
43518 380 ECONOMIC AGREEMENTS	\$0	\$0	\$0	\$0
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
46050 CERTIFICATE OF DEPOSIT	\$0	\$0	\$0	\$0
46110 ALLOCATED INTEREST EARNINGS	\$33,804	\$6,000	\$322,226	\$112,000
46140 TEXPOOL INTEREST	\$0	\$0	\$0	\$0
46143 LOGIC INTEREST	\$0	\$0	\$0	\$0
46150 INTEREST EARNINGS	\$0	\$0	\$0	\$0
46160 LOAN REPAYMENT (PRINCIPAL)	\$0	\$0	\$0	\$0
46210 BANK MONEY MARKET INTEREST	\$0	\$0	\$0	\$0
<b>TOTAL INTEREST INCOME</b>	<b>\$33,804</b>	<b>\$6,000</b>	<b>\$322,226</b>	<b>\$112,000</b>
48110 RENTAL INCOME	\$139,485	\$134,220	\$111,810	\$48,600
48310 RECOVERY - PRIOR YEAR EXPEND	\$0	\$0	\$0	\$0
48410 MISCELLANEOUS INCOME	\$1,545	\$0	\$0	\$0
48430 GAIN/(LOSS) SALE OF CAP ASSETS	(\$70,386)	\$3,915,685	\$1,065,000	\$2,655,970
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$70,644</b>	<b>\$4,049,905</b>	<b>\$1,176,810</b>	<b>\$2,704,570</b>
49160 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
49325 BANK NOTE PROCEEDS	\$16,216,000	\$0	\$0	\$0
49550 LEASE PRINCIPAL PAYMENTS (OFS)	\$0	\$0	\$0	\$0
49600 INSURANCE RECOVERIES	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$16,216,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL WEDC REVENUES</b>	<b>\$20,481,730</b>	<b>\$8,180,146</b>	<b>\$5,623,277</b>	<b>\$7,353,131</b>

# PROPOSED BUDGET FY 2024

## 111-WEDC

### WEDC

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$283,447	\$310,346	\$310,346	\$440,500
51130 OVERTIME	\$223	\$0	\$0	\$0
51140 LONGEVITY PAY	\$724	\$914	\$914	\$1,200
51310 TMRS	\$43,652	\$48,245	\$48,245	\$68,500
51410 HOSPITAL AND LIFE INSURANCE	\$39,395	\$51,987	\$51,987	\$81,000
51415 EXECUTIVE HEALTH PLAN	\$0	\$0	\$0	\$0
51420 LONG-TERM DISABILITY	\$577	\$1,769	\$1,769	\$1,600
51440 FICA	\$16,226	\$19,298	\$19,298	\$27,000
51450 MEDICARE	\$3,795	\$4,513	\$4,513	\$6,400
51470 WORKERS COMP PREMIUM	\$391	\$855	\$855	\$2,100
51480 UNEMPLOYMENT COMP (TWC)	\$40	\$1,080	\$1,080	\$1,600
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$388,468</b>	<b>\$439,008</b>	<b>\$439,007</b>	<b>\$629,900</b>
52010 OFFICE SUPPLIES	\$4,819	\$5,000	\$5,000	\$5,000
52040 POSTAGE AND FREIGHT	\$83	\$300	\$300	\$300
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
52810 FOOD SUPPLIES	\$3,749	\$3,000	\$3,000	\$3,000
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$8,651</b>	<b>\$8,300</b>	<b>\$8,300</b>	<b>\$8,300</b>
54610 FURNITURE AND FIXTURES	\$8,959	\$2,500	\$2,500	\$2,500
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$5,349	\$7,650	\$7,650	\$7,650
54910 BUILDINGS	\$0	\$0	\$0	\$0
54990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$14,308</b>	<b>\$10,150</b>	<b>\$10,150</b>	<b>\$10,150</b>
56042 SPECIAL SERVICES - INFRASTRUCTURE	\$0	\$0	\$0	\$0
56030 INCENTIVES	\$399,122	\$3,209,183	\$1,183,933	\$1,929,250
56040 SPECIAL SERVICES	\$2,264,621	\$34,770	\$34,770	\$37,270
56041 SPECIAL SERVICES - REAL ESTATE	\$4,309	\$276,300	\$345,800	\$234,500
56042 SPECIAL SERVICES-INFRASTRUCTURE	\$0	\$8,375,000	\$717,890	\$10,324,000
56080 ADVERTISING	\$81,392	\$129,100	\$104,100	\$226,125
56090 COMMUNITY DEVELOPMENT	\$49,300	\$54,950	\$54,950	\$64,950
56110 COMMUNICATIONS	\$5,645	\$7,900	\$7,900	\$7,900
56180 RENTAL	\$27,000	\$27,000	\$27,000	\$27,000
56210 TRAVEL AND TRAINING	\$57,737	\$73,000	\$75,000	\$73,000
56250 DUES AND SUBSCRIPTIONS	\$56,601	\$57,824	\$57,824	\$60,733
56310 INSURANCE	\$5,458	\$6,303	\$6,303	\$6,800
56510 AUDIT AND LEGAL SERVICES	\$20,566	\$23,000	\$23,000	\$23,000

# PROPOSED BUDGET FY 2024

## 111-WEDC

### WEDC

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56570 ENGINEERING/ARCHITECTURAL	\$138,303	\$87,500	\$535,700	\$530,175
56610 UTILITIES-ELECTRIC	\$2,027	\$2,400	\$2,400	\$2,400
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$3,112,079</b>	<b>\$12,364,230</b>	<b>\$3,176,570</b>	<b>\$13,547,103</b>
57410 PRINCIPAL PAYMENT	\$5,041,124	\$575,974	\$575,974	\$600,096
57415 INTEREST EXPENSE	\$338,198	\$656,024	\$656,024	\$631,902
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$5,379,321</b>	<b>\$1,231,998</b>	<b>\$1,231,998</b>	<b>\$1,231,998</b>
58110 LAND-PURCHASE PRICE	\$4,136,097	\$2,090,000	\$345,000	\$1,000,000
58995 CONTRA CAPITAL OUTLAY	(\$4,136,719)	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>(\$621)</b>	<b>\$2,090,000</b>	<b>\$345,000</b>	<b>\$1,000,000</b>
<b>TOTAL WEDC</b>	<b>\$8,902,206</b>	<b>\$16,143,686</b>	<b>\$5,211,025</b>	<b>\$16,427,451</b>

# CITY OF WYLIE

## 4B SALES TAX REVENUE FUND

### FUND DESCRIPTION

The Wylie Park and Recreation Facilities Development Corporation (the 4B Corporation) was established to promote park and recreational development within the City of Wylie. The activities of the 4B Corporation are accounted for in two fund types. The two funds are titled the 4B Sales Tax Revenue Fund and the 4B Debt Service Fund. The special revenue fund accounts for the use of the 4B Corporation sales tax revenue and is restricted by State legislation to improve the appeal of the City as a place to live, work and visit through the promotion of park and recreational development. Sales taxes are levied in Wylie at 8.25% of goods and services sold within the City's boundaries. Departments in this fund include 4B Brown House, 4B Senior Activities, 4B Parks, 4B Recreation Center, 4B Stonehaven House and 4B Sales Tax Combined Services.

## City Of Wylie

### Fund Summary

#### 4B Sales Tax Revenue Fund

<b>Audited 4B Sales Tax Revenue Fund Ending Balance 09/30/22</b>	<b>\$ 6,599,921</b>
Projected '23 Revenues	<u>5,258,810</u>
Available Funds	11,858,731
Projected '23 Expenditures	<u>(5,891,265) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 5,967,466
 <b>Estimated Beginning Fund Balance - 10/01/23</b>	 <b>\$ 5,967,466</b>
Proposed Revenues '24	5,696,500 (b)
Proposed Expenditures '24	(5,479,756)
Carryforward Expenditures	<u>\$ (2,161,098)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 4,023,112 (c)</u></u>

a) Carryforward items are taken out of projected 2023 expense and included in 2024 expense. See manager's letter for detailed list totalling \$2,161,097.

b) Total includes sales tax revenue and revenue from the Recreation Center.

c) Policy requirement is 25% of budgeted sales tax revenue (\$4,536,561 x 25% = \$1,134,140).



## 4B SALES TAX FUND

### SUMMARY OF REVENUES AND EXPENDITURES

	2021-2022 ACTUAL	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 PROPOSED
<b>REVENUES:</b>				
Sales Taxes	4,161,282	4,124,146	4,124,146	4,536,561
Service Fees	807,835	928,000	928,000	940,000
Interest & Misc. Income	54,178	39,200	206,664	219,939
Transfers from Other Funds (O	-	-	-	-
<b>TOTAL REVENUES</b>	<b>5,023,295</b>	<b>5,091,346</b>	<b>5,258,810</b>	<b>5,696,500</b>
<b>EXPENDITURES:</b>				
Brown House	200,864	364,773	276,838	398,998
Senior Center	523,801	803,868	582,854	699,792
4B Parks	613,169	1,175,730	1,115,835	3,670,039
Recreation Center	1,820,015	2,205,939	2,249,695	2,315,720
Stonehaven House	-	121,000	1,000	121,000
Combined Services	383,625	390,043	1,665,043	435,305
<b>TOTAL EXPENDITURES</b>	<b>3,541,474</b>	<b>5,061,353</b>	<b>5,891,265</b>	<b>7,640,854</b>

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B SALES TAX REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40210 SALES TAX	\$4,161,282	\$4,124,146	\$4,124,146	\$4,536,561
<b>TOTAL TAXES</b>	<b>\$4,161,282</b>	<b>\$4,124,146</b>	<b>\$4,124,146</b>	<b>\$4,536,561</b>
44150 RECREATION MEMBERSHIP FEES	\$446,375	\$600,000	\$600,000	\$600,000
44152 RECREATION MERCHANDISE	\$12,690	\$8,000	\$8,000	\$10,000
44156 RECREATION CLASS FEES	\$348,770	\$320,000	\$320,000	\$330,000
<b>TOTAL SERVICE FEES</b>	<b>\$807,835</b>	<b>\$928,000</b>	<b>\$928,000</b>	<b>\$940,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$24,612	\$7,200	\$174,664	\$174,664
<b>TOTAL INTEREST INCOME</b>	<b>\$24,612</b>	<b>\$7,200</b>	<b>\$174,664</b>	<b>\$174,664</b>
48120 COMMUNITY ROOM FEES	\$27,188	\$30,000	\$30,000	\$45,000
48410 MISCELLANEOUS INCOME	\$2,378	\$2,000	\$2,000	\$275
48440 CONTRIBUTIONS/ DONATIONS	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$29,566</b>	<b>\$32,000</b>	<b>\$32,000</b>	<b>\$45,275</b>
49111 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0
49320 G.O. BOND PROCEEDS	\$0	\$0	\$0	\$0
49401 BOND PREMIUM/ DISCOUNT	\$0	\$0	\$0	\$0
49500 CAPITAL LEASE PROCEEDS	\$0	\$0	\$0	\$0
49600 INSURANCE RECOVERIES	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL 4B SALES TAX REVENUES</b>	<b>\$5,023,295</b>	<b>\$5,091,346</b>	<b>\$5,258,810</b>	<b>\$5,696,500</b>

# CITY OF WYLIE

## 4B BROWN HOUSE

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Welcome Center at the Historic Thomas and Mattie Brown House. The Welcome Center ensures ongoing preservation of local history. A visit to this establishment serves as a welcome to visitors and provides a rare glimpse into the rich and colorful background of Wylie. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Continue to enhance the Welcome Center experience with new history exhibits, tours, and educational opportunities.

Strategic Goal: Community Focused Government

Continue to support downtown events and cooperative services, e.g. Boo on Ballard, Bluegrass, and Arts Festival.

Strategic Goal: Community Focused Government

Installation of outdoor restrooms in support of the park and event space.

Strategic Goal: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completion of accessible parking and drainage.

Strategic Goal: Community Focused Government

Support downtown events: Pedal Car Race, Picnic, Bluegrass, Boo on Ballard, and Arts Festival.

Strategic Goal: Community Focused Government

Robust Wylie-focused history and educational exhibits about the early days of American baseball, Gibson Girls, the railroad, Victorian holiday celebrations, and more.

Strategic Goal: Community Focused Government

Grand opening, yard signage, and storefront (including the design and sale of a one-of-a-kind Wylie Christmas ornament depicting the Brown House).

Strategic Goal: Community Focused Government

Extended Saturday hours from April - October to meet guest needs.

Strategic Goal: Community Focused Government

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Rec. Supervisor-Brown House	1.0	1.0	1.0	1.0
Recreation Monitor	0.5	2.5	2.5	2.5
Guest Service Specialist	0.5	0.5	3.0	3.0
<b>TOTAL</b>	<b>2.0</b>	<b>4.0</b>	<b>6.5</b>	<b>6.5</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Attendance - General Hourly Headcount			795	400	500
Celebrations - Participants, No Charge Downtown Events		3,000	3,000	3,000	3,000

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### BROWN HOUSE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$54,216	\$57,276	\$57,276	\$57,554
51112 SALARIES - PART TIME	\$17,944	\$79,636	\$79,636	\$88,257
51130 OVERTIME	\$0	\$1,000	\$1,000	\$1,000
51140 LONGEVITY PAY	\$332	\$380	\$380	\$428
51310 TMRS	\$9,348	\$14,240	\$14,240	\$10,020
51410 HOSPITAL AND LIFE INSURANCE	\$10,722	\$12,542	\$12,542	\$13,831
51420 LONG-TERM DISABILITY	\$130	\$209	\$209	\$213
51440 FICA	\$4,295	\$9,493	\$9,493	\$9,338
51450 MEDICARE	\$1,005	\$2,220	\$2,220	\$2,184
51470 WORKERS COMP PREMIUM	\$167	\$175	\$240	\$321
51480 UNEMPLOYMENT COMP (TWC)	\$29	\$810	\$810	\$810
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$98,189</b>	<b>\$177,981</b>	<b>\$178,046</b>	<b>\$183,956</b>
52010 OFFICE SUPPLIES	\$176	\$1,008	\$1,008	\$1,008
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$14,077	\$14,655	\$14,655	\$7,655
52210 JANITORIAL SUPPLIES	\$558	\$2,621	\$2,621	\$2,621
52250 MEDICAL AND SURGICAL	\$31	\$360	\$360	\$360
52610 RECREATIONAL SUPPLIES	\$0	\$410	\$410	\$3,910
52650 RECREATION MERCHANDISE	\$8,547	\$8,675	\$8,675	\$7,500
52710 WEARING APPAREL AND UNIFORMS	\$317	\$450	\$450	\$625
52810 FOOD SUPPLIES	\$166	\$525	\$525	\$525
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$23,873</b>	<b>\$28,704</b>	<b>\$28,704</b>	<b>\$24,204</b>
54910 BUILDINGS	\$35,636	\$104,800	\$16,800	\$142,800
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$35,636</b>	<b>\$104,800</b>	<b>\$16,800</b>	<b>\$142,800</b>
56040 SPECIAL SERVICES	\$32,035	\$32,953	\$32,953	\$27,583
56080 ADVERTISING	\$3,459	\$5,960	\$5,960	\$5,960
56110 COMMUNICATIONS	\$1,740	\$1,500	\$1,500	\$1,500
56140 REC CLASS EXPENSES	\$0	\$2,900	\$2,900	\$2,900
56180 RENTAL	\$1,166	\$1,900	\$1,900	\$1,900
56210 TRAVEL AND TRAINING	\$2,042	\$3,250	\$3,250	\$3,250
56250 DUES AND SUBSCRIPTIONS	\$2,725	\$4,825	\$4,825	\$4,945
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$43,167</b>	<b>\$53,288</b>	<b>\$53,288</b>	<b>\$48,038</b>
<b>TOTAL BROWN HOUSE</b>	<b>\$200,864</b>	<b>\$364,773</b>	<b>\$276,838</b>	<b>\$398,998</b>

# CITY OF WYLIE

## 4B SENIOR CENTER

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Wylie Senior Recreation Center. The Wylie Senior Recreation Center supports the well-being of Wylie citizens, ages 55 years and older, by providing recreational and educational programs. The division ensures the ongoing operations and marketing of these programs. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Prepare for upcoming renovations.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Facility improvements: poured concrete pad and benches for the garden, and continued fitness equipment upgrades geared towards guests ages 55 years and older.

Strategic Goal: Health, Safety, and Well-Being

Provided facility and staff support for elections.

Strategic Goal: Community Focused Government

Regained program momentum lost due to COVID-19.

Strategic Goal: Community Focused Government

Named Top Five Best in Wellness for Community Centers in the United States by the International Council on Active Aging, Senior Recreation Center, 2022.

Strategic Goal: Health, Safety, and Well-Being

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Recreation Supervisor	1.0	1.0	1.0	1.0
Rec. Programmer-Senior				
Activities	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0
Guest Services Specialist	1.5	1.5	1.5	1.5
Recreation Monitor	3.0	3.0	3.0	3.0
Bus Driver	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Attendance - General Hourly Headcount	17,400	47,011	38,500		40,000
Paid Activities - Participants	973	1,724	1,175		1,200

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX SENIOR CENTER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$141,130	\$149,394	\$149,394	\$151,798
51112 SALARIES - PART TIME	\$167,465	\$180,511	\$180,511	\$210,511
51130 OVERTIME	\$1,126	\$2,750	\$2,750	\$2,000
51140 LONGEVITY PAY	\$956	\$1,092	\$1,092	\$1,236
51310 TMRS	\$31,451	\$31,311	\$31,311	\$33,167
51410 HOSPITAL AND LIFE INSURANCE	\$26,336	\$31,507	\$31,507	\$34,826
51420 LONG-TERM DISABILITY	\$336	\$541	\$541	\$562
51440 FICA	\$18,613	\$20,692	\$20,692	\$22,664
51450 MEDICARE	\$4,353	\$4,840	\$4,840	\$5,300
51470 WORKERS COMP PREMIUM	\$1,872	\$1,961	\$3,012	\$4,215
51480 UNEMPLOYMENT COMP (TWC)	\$1,257	\$2,160	\$2,160	\$2,160
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$394,895</b>	<b>\$426,759</b>	<b>\$427,810</b>	<b>\$468,439</b>
52010 OFFICE SUPPLIES	\$1,531	\$1,922	\$1,922	\$1,848
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$17,113	\$10,500	\$10,500	\$10,500
52210 JANITORIAL SUPPLIES	\$931	\$3,535	\$3,535	\$3,020
52250 MEDICAL AND SURGICAL	\$859	\$1,200	\$1,200	\$1,200
52310 FUEL AND LUBRICANTS	\$6,211	\$9,000	\$9,000	\$9,000
52610 RECREATIONAL SUPPLIES	\$25,301	\$32,930	\$32,930	\$31,730
52650 RECREATION MERCHANDISE	\$3,365	\$4,012	\$4,012	\$4,475
52710 WEARING APPAREL AND UNIFORMS	\$553	\$1,480	\$1,480	\$2,380
52810 FOOD SUPPLIES	\$407	\$525	\$525	\$700
<b>TOTAL SUPPLIES</b>	<b>\$56,271</b>	<b>\$65,104</b>	<b>\$65,104</b>	<b>\$64,853</b>
54530 HEAVY EQUIPMENT	\$7,306	\$9,500	\$9,500	\$12,500
54910 BUILDINGS	\$22,812	\$4,900	\$4,900	\$4,900
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$30,118</b>	<b>\$14,400</b>	<b>\$14,400</b>	<b>\$17,400</b>
56040 SPECIAL SERVICES	\$14,562	\$16,885	\$16,885	\$16,885
56080 ADVERTISING	\$1,740	\$3,503	\$3,503	\$3,503
56110 COMMUNICATIONS	\$1,661	\$2,172	\$2,172	\$2,172
56140 REC CLASS EXPENSES	\$10,264	\$27,025	\$27,025	\$27,025
56180 RENTAL	\$2,965	\$1,620	\$1,620	\$1,800
56210 TRAVEL AND TRAINING	\$8,741	\$15,325	\$15,325	\$17,325
56250 DUES AND SUBSCRIPTIONS	\$4,055	\$5,710	\$5,710	\$7,090
56360 ACTIVENET ADMINISTRATIVE FEES	\$1,529	\$3,300	\$3,300	\$3,300
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$45,517</b>	<b>\$75,540</b>	<b>\$75,540</b>	<b>\$79,100</b>
58510 MOTOR VEHICLES	\$0	\$0	\$0	\$70,000
58570 ENGINEERING/ARCHITECTURAL	\$0	\$222,065	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$222,065</b>	<b>\$0</b>	<b>\$70,000</b>
<b>TOTAL SENIOR CENTER</b>	<b>\$526,801</b>	<b>\$803,868</b>	<b>\$582,854</b>	<b>\$699,792</b>

# CITY OF WYLIE

## 4B PARKS

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the maintenance of athletic fields and some park maintenance. This division is responsible for the development and maintenance of athletic complexes and parks throughout the City. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Expand and improve maintenance practices and efficiency.

Strategic Goals: Health, Safety, and Well-Being

Begin renovation of two athletic fields at Founders Park.

Strategic Goals: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Updated field maps and field identifiers at the athletic fields.

Strategic Goal: Health, Safety, and Well-Being

Installed new soccer goals at Dodd Park.

Strategic Goal: Health, Safety, and Well-Being

Added pour-in-place surfacing to Olde City Park playground.

Strategic Goal: Health, Safety, and Well-Being

Replaced playground equipment at Valentine and Birmingham Farms Park.

Strategic Goal: Health, Safety, and Well-Being

Installed new concrete drainage flumes at Founders Park.

Strategic Goal: Community Focused Government

Converted a basketball court at Community Park into a pickleball court.

Strategic Goal: Health, Safety, and Well-Being

Added a new Irrigation Technician to the Department.

Strategic Goal: Workforce

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Parks and Recreation				
Supervisor	1.0	1.0	1.0	1.0
Irrigation Technician	0.0	0.0	1.0	1.0
Equipment Operator II	0.0	0.0	1.0	1.0
Equipment Operator I	1.0	1.0	3.0	4.0
Maintenance Worker	3.0	3.0	0.0	0.0
<b>TOTAL</b>	<b>5.0</b>	<b>116 5.0</b>	<b>6.0</b>	<b>7.0</b>

## 4B PARKS CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Rentals - Participants, Youth Sports Local Leagues	4,639	5,066	5,500		5,500
Rentals - Participants, Private Teams	4,243	13,898	10,000		12,000



# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B PARKS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$211,152	\$289,111	\$289,111	\$322,005
51130 OVERTIME	\$6,993	\$14,000	\$14,000	\$16,500
51140 LONGEVITY PAY	\$2,388	\$2,777	\$2,777	\$3,019
51310 TMRS	\$34,734	\$47,413	\$47,413	\$52,936
51410 HOSPITAL AND LIFE INSURANCE	\$41,434	\$63,447	\$63,447	\$84,811
51420 LONG-TERM DISABILITY	\$506	\$1,146	\$1,146	\$1,192
51440 FICA	\$13,322	\$18,965	\$18,965	\$21,174
51450 MEDICARE	\$3,116	\$4,435	\$4,435	\$4,952
51470 WORKERS COMP PREMIUM	\$2,642	\$3,045	\$4,183	\$5,287
51480 UNEMPLOYMENT COMP (TWC)	\$42	\$1,620	\$1,620	\$1,890
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$316,329</b>	<b>\$445,959</b>	<b>\$447,097</b>	<b>\$513,766</b>
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$26,300	\$32,800	\$32,800	\$0
52710 WEARING APPAREL AND UNIFORMS	\$0	\$4,320	\$4,320	\$740
52810 FOOD SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$26,300</b>	<b>\$37,120</b>	<b>\$37,120</b>	<b>\$740</b>
54530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$5,935	\$1,000	\$1,000	\$1,000
56210 TRAVEL AND TRAINING	\$0	\$0	\$0	\$1,500
56570 ENGINEERING/ARCHITECTURAL	\$0	\$50,000	\$50,000	\$50,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$5,935</b>	<b>\$51,000</b>	<b>\$51,000</b>	<b>\$52,500</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
58150 LAND-BETTERMENTS	\$46,726	\$407,172	\$374,910	\$2,912,262
58510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
58530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
58570 ENGINEERING/ARCHITECTURAL	\$112,055	\$189,479	\$160,708	\$28,771
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58840 OUTDOOR FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$105,825	\$15,000	\$15,000	\$162,000
58910 BUILDINGS	\$0	\$30,000	\$30,000	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$264,606</b>	<b>\$641,651</b>	<b>\$580,618</b>	<b>\$3,103,033</b>
<b>TOTAL 4B PARKS</b>	<b>\$613,169</b>	<b>\$1,175,730</b>	<b>\$1,115,835</b>	<b>\$3,670,039</b>

# CITY OF WYLIE

## 4B RECREATION CENTER

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Wylie Recreation Center. The Wylie Recreation Center supports the well-being of Wylie citizens by providing access to recreational and educational programs. The division ensures the ongoing operations and marketing of recreational programs at Wylie Recreation Center. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Continue analyzing and addressing user fee gaps with the intent of supporting a percentage of cost recovery.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Notable facility improvements: added a concrete patio outside of the meeting room to enhance rentals, special events, and activities. Repaired the original (2010) mechanical lifts on the basketball goals that had recently become hazardous. A/V upgrade in the aerobic studio. Upgraded the A/V in the meeting room to encourage rental revenue.

Strategic Goal: Health, Safety, and Well-Being

Regained program momentum lost due to COVID-19. Summer Kick-Off attendance was at an all-time high of 3,078 participants. The Rec Center general attendance in May was the second highest on record at 34,310 (slightly lower than 2019: 34,947). Additional Christmas events were offered and all met maximum capacity. Several programs had waitlists.

Strategic Goal: Community Focused Government

Continued to upgrade fitness equipment.

Strategic Goal: Health, Safety, and Well-Being

Finances and marketing: Regular registered activity user fees were adjusted to recover costs. Printed pass/no pass rates in the Activity Menu for each activity rather than stating this as a general discount, switched from percentage discounts to flat rates, and increased the no pass rate to encourage pass sales. Secured multiple sponsorships to offset costs associated with Summer Kick-Off (this offering is subsidized by the 4B fund). Increased Rec Pass user fees, set fees to encourage the sale of auto-renew passes, added a teen pass, included childcare with all passes, and added virtual fitness classes to passes.

Strategic Goal: Community Focused Government

Met maximum activity programming capacity in the facility while preserving adequate open play times and offerings for pass holders.

Strategic Goal: Community Focused Government

Texas Recreation and Parks Society (TRAPS) Communication Award for Week in 30-Seconds, which is a 30-second weekly video recap of the Parks and Recreation Department happenings. The videos, available on social media, provide the City Council, upper management, and the Parks and Recreation Board with talking points.

Strategic Goal: Community Focused Government

Macaroni Kid Allen Family Favorite Awards: 1) Best Place for Free/Cheap Fun and 2) Best Family Membership.

Strategic Goal: Health, Safety, and Well-Being

Wylie News Readers Choice Award for Best Fitness Facility 2023.

Strategic Goal: Health, Safety, and Well-Being

## 4B RECREATION CENTER CONTINUED

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<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Recreation Manager	1.0	1.0	0.0	0.0
Recreation Supervisor	1.0	1.0	2.0	2.0
Recreation Programmer	3.0	3.0	3.0	3.0
Building Attendant	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0
Guest Services Specialist	4.5	5.0	5.0	5.5
Recreation Monitor	13.0	13.0	13.0	13.0
<b>TOTAL</b>	<b>24.5</b>	<b>25.0</b>	<b>25.0</b>	<b>25.5</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>					
<b>MEASURE</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
Attendance - General Hourly Headcount	267,705	330,307	335,000		350,000
Paid Activities - Participants	5,796	5,089	5,250		5,500
Rentals - Hours Per Year, Private Parties	183	500	500		525

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX RECREATION CENTER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$334,621	\$382,723	\$382,723	\$412,922
51112 SALARIES - PART TIME	\$525,495	\$625,162	\$625,162	\$604,213
51130 OVERTIME	\$4,335	\$7,000	\$7,000	\$7,000
51140 LONGEVITY PAY	\$2,560	\$2,838	\$2,838	\$2,645
51270 REC INSTRUCTOR PAY	\$55,410	\$60,000	\$60,000	\$60,000
51310 TMRS	\$79,275	\$85,545	\$85,545	\$89,050
51410 HOSPITAL AND LIFE INSURANCE	\$78,995	\$89,064	\$89,064	\$119,472
51420 LONG-TERM DISABILITY	\$937	\$1,393	\$1,393	\$1,528
51440 FICA	\$55,677	\$63,099	\$63,099	\$67,442
51450 MEDICARE	\$13,021	\$14,757	\$14,757	\$15,773
51470 WORKERS COMP PREMIUM	\$10,614	\$10,051	\$13,808	\$16,731
51480 UNEMPLOYMENT COMP (TWC)	\$4,005	\$5,400	\$5,400	\$5,940
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,164,945</b>	<b>\$1,347,033</b>	<b>\$1,350,789</b>	<b>\$1,402,716</b>
52010 OFFICE SUPPLIES	\$4,323	\$5,852	\$5,852	\$6,002
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$16,611	\$20,220	\$20,220	\$20,220
52210 JANITORIAL SUPPLIES	\$11,040	\$28,479	\$28,479	\$29,979
52250 MEDICAL AND SURGICAL	\$3,701	\$4,420	\$4,420	\$3,980
52310 FUEL AND LUBRICANTS	\$1,274	\$6,300	\$6,300	\$6,300
52610 RECREATIONAL SUPPLIES	\$52,018	\$109,691	\$109,691	\$104,780
52650 RECREATION MERCHANDISE	\$7,396	\$7,475	\$7,475	\$12,175
52710 WEARING APPAREL AND UNIFORMS	\$3,057	\$7,470	\$7,470	\$4,670
52810 FOOD SUPPLIES	\$1,018	\$1,200	\$1,200	\$1,200
<b>TOTAL SUPPLIES</b>	<b>\$100,439</b>	<b>\$191,107</b>	<b>\$191,107</b>	<b>\$189,306</b>
54530 HEAVY EQUIPMENT	\$14,751	\$26,090	\$26,090	\$31,240
54910 BUILDINGS	\$30,072	\$31,720	\$31,720	\$34,720
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$44,823</b>	<b>\$57,810</b>	<b>\$57,810</b>	<b>\$65,960</b>
56040 SPECIAL SERVICES	\$77,517	\$91,370	\$91,370	\$103,370
56080 ADVERTISING	\$88,262	\$99,977	\$99,977	\$113,010
56110 COMMUNICATIONS	\$942	\$1,800	\$1,800	\$1,800
56140 REC CLASS EXPENSES	\$149,364	\$152,650	\$152,650	\$161,250
56180 RENTAL	\$722	\$3,300	\$3,300	\$3,300
56210 TRAVEL AND TRAINING	\$9,935	\$29,790	\$29,790	\$29,400
56250 DUES AND SUBSCRIPTIONS	\$8,175	\$13,532	\$13,532	\$15,038
56310 INSURANCE	\$34,033	\$40,000	\$40,000	\$48,000
56360 ACTIVENET ADMINISTRATIVE FEES	\$57,285	\$58,600	\$58,600	\$58,600
56610 UTILITIES-ELECTRIC	\$56,401	\$98,970	\$98,970	\$98,970
56630 UTILITIES-WATER	\$27,174	\$20,000	\$60,000	\$25,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$509,808</b>	<b>\$609,989</b>	<b>\$649,989</b>	<b>\$657,738</b>
<b>TOTAL RECREATION CENTER</b>	<b>\$1,820,015</b>	<b>\$2,205,939</b>	<b>\$2,249,695</b>	<b>\$2,315,720</b>

# CITY OF WYLIE

## 4B STONEHAVEN HOUSE

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the maintenance of Stonehaven House. This division ensures ongoing preservation of the past by maintaining the historic site. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Complete updates to the feasibility study and resume discussions with the Wylie Historical Society regarding possible site management partnerships.

Strategic Goals: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

n/a

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### STONEHAVEN HOUSE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
54210 STREETS AND ALLEYS	\$0	\$0	\$0	\$0
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54650 COMMUNICATIONS	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54910 BUILDINGS	\$0	\$121,000	\$1,000	\$121,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$121,000</b>	<b>\$1,000</b>	<b>\$121,000</b>
<b>TOTAL STONEHAVEN HOUSE</b>	<b>\$0</b>	<b>\$121,000</b>	<b>\$1,000</b>	<b>\$121,000</b>

**CITY OF WYLIE****4B SALES TAX REVENUE COMBINED SERVICES****DEPARTMENT DESCRIPTION**

This department reflects expenditures incurred by the City's 4B Sales Tax Revenue Fund, as a single entity, in the conduct of its operations. These expenditures include debt service payments, etc.

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B COMBINED SERVICES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$0	\$1,993	\$1,993	\$48,240
56310 INSURANCE	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$1,993</b>	<b>\$1,993</b>	<b>\$48,240</b>
59125 TRANSFER TO RECREATION FUND	\$0	\$0	\$0	\$0
59132 TRANSFER TO 4B DEBT SERVICE	\$383,625	\$388,050	\$388,050	\$165,000
59430 TRANSFER TO CAPITAL PROJ FUND	\$0	\$0	\$1,275,000	\$222,065
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$1,663,050</b>	<b>\$387,065</b>
<b>TOTAL 4B COMBINED SERVICES</b>	<b>\$383,625</b>	<b>\$390,043</b>	<b>\$1,665,043</b>	<b>\$435,305</b>



# CITY OF WYLIE

## PARKS ACQUISITION & IMPROVEMENT FUND

### DEPARTMENT DESCRIPTION

The Park Acquisition and Improvement Fund resources are derived from the payment of fees obtained as part of the development process. Fees are accepted in lieu of parkland dedications to the City. For administrative purposes, the City is divided into three park zones: West, Central, and East. The accumulated funds are available for the acquisition, development, and improvement of park land within the zones from which they are collected. The Park Acquisition and Improvement Fund is utilized by the Parks Division with input from the Parks and Recreation Board for the betterment of parks and open spaces throughout the City. Funds are utilized for the purposes of land acquisition for future park development and for the continual improvement of existing parks and open space facilities and amenities. Funds can also be used as matching requirements for available County and State grant opportunities for park acquisition and improvement.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

West Zone 5621: No projects funded for FY24  
 Central Zone 5622: No projects funded for FY24  
 East Zone 5623: No projects funded for FY24

### FISCAL YEAR 2023 ACCOMPLISHMENTS

West Zone 5621: Library Garden trail connector and concrete gathering space was completed.  
 Strategic Goal: Health, Safety, and Well-Being

East Zone 5623: Completed the baseball backstops renovation at Avalon Park.  
 Strategic Goal: Health, Safety, and Well-Being

# City Of Wylie

## Fund Summary

### Park A & I Fund

<b>Audited Park A&amp;I Fund Ending Balance 09/30/22</b>	<b>\$ 506,161</b>
Projected '23 Revenues	633,352
Available Funds	<u>1,139,513</u>
Projected '23 Expenditures	<u>(308,431) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 831,082
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 831,082</b>
Proposed Revenues '24	198,352
Proposed Expenditures '24	0
Carryforward Expenditures	<u>\$ (38,500)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 990,934</u></u>

a) Carryforward items are taken out of projected 2023 expense and included in 2024 expense. \$38,500 for the Avalon Backstop Replacement was carried forward.

# PROPOSED BUDGET FY 2024

## 121-PARKS AANDI

### PARKS AANDI REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
43514 PARK GRANTS	\$0	\$0	\$0	\$0
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
44134 PARK LAND DEVELOPMENT	\$122,808	\$511,000	\$563,000	\$178,000
<b>TOTAL SERVICE FEES</b>	<b>\$122,808</b>	<b>\$511,000</b>	<b>\$563,000</b>	<b>\$178,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$1,786	\$480	\$20,352	\$20,352
46140 TEXPOOL INTEREST	\$0	\$0	\$0	\$0
<b>TOTAL INTEREST INCOME</b>	<b>\$1,786</b>	<b>\$480</b>	<b>\$20,352</b>	<b>\$20,352</b>
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
48440 CONTRIBUTIONS/ DONATIONS	\$0	\$50,000	\$50,000	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>
49111 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0
49450 COUNTY PROCEEDS (OFS)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PARKS AANDI REVENUES</b>	<b>\$124,593</b>	<b>\$561,480</b>	<b>\$633,352</b>	<b>\$198,352</b>

# PROPOSED BUDGET FY 2024

## 121-PARKS AANDI

### PARKS AANDI WEST ZONE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
52150 NON-CAPITAL IMPROVEMENTS	\$0	\$0	\$0	\$0
52510 BOTANICAL AND AGRICULTURAL	\$0	\$0	\$0	\$0
52610 RECREATIONAL SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
54250 STREET SIGNS AND MARKINGS	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$0	\$0	\$0	\$0
56570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
58150 LAND-BETTERMENTS	\$0	\$58,431	\$58,431	\$0
58570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58840 OUTDOOR FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$58,431</b>	<b>\$58,431</b>	<b>\$0</b>
59447 TRANSFER TO 2008 GEN OBLIG	\$0	\$0	\$200,000	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>
<b>TOTAL PARKS AANDI WEST ZONE</b>	<b>\$0</b>	<b>\$58,431</b>	<b>\$258,431</b>	<b>\$0</b>

# PROPOSED BUDGET FY 2024

## 121-PARKS AANDI

### PARKS AANDI CENTRAL ZONE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
52150 NON-CAPITAL IMPROVEMENTS	\$0	\$0	\$0	\$0
52510 BOTANICAL AND AGRICULTURAL	\$0	\$0	\$0	\$0
52610 RECREATIONAL SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
54250 STREET SIGNS AND MARKINGS	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$0	\$0	\$0	\$0
56570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
56990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
58150 LAND-BETTERMENTS	\$186,752	\$50,000	\$50,000	\$0
58570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58840 OUTDOOR FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$186,752</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>
59447 TRANSFER TO 2008 GEN OBLIG	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PARKS AANDI CENTRAL ZONE</b>	<b>\$186,752</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>

# PROPOSED BUDGET FY 2024

## 121-PARKS AANDI

### PARKS AANDI EAST ZONE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52150 NON-CAPITAL IMPROVEMENTS	\$0	\$0	\$0	\$0
52510 BOTANICAL AND AGRICULTURAL	\$0	\$0	\$0	\$0
52610 RECREATIONAL SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
54250 STREET SIGNS AND MARKINGS	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$0	\$0	\$0	\$0
56570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
58150 LAND-BETTERMENTS	\$0	\$38,500	\$0	\$38,500
58570 ENGINEERING/ARCHITECTURAL	\$0	\$0	\$0	\$0
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58840 OUTDOOR FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$38,500</b>	<b>\$0</b>	<b>\$38,500</b>
59447 TRANSFER TO 2008 GEN OBLIG	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PARKS AANDI EAST ZONE</b>	<b>\$0</b>	<b>\$38,500</b>	<b>\$0</b>	<b>\$38,500</b>

# CITY OF WYLIE

## FIRE TRAINING CENTER FUND

### DEPARTMENT DESCRIPTION

The Fire Training Center Fund is a special revenue fund that was established in FY 2001. The Fire training center is physically located behind Fire Station 2, it is also used as a regional training center by other city departments and area fire departments. Major funding comes from response fees collected within our response area for emergency services rendered. These fees are collected by a 3rd party contracted vendor and vary from year to year.

Expenditures from this fund are related to public safety training, as well as upkeep and maintenance of the fire training facilities. The Fire training center is physically located behind Fire Station 2. The facility is also used as a regional training center by other city departments and area fire departments. Major funding comes from response fees collected within our response area for emergency services rendered. Other funding comes from fees assessed on users. A master use plan has been drawn up that will develop the acres available in order to meet the growing needs due to population and commercial growth.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Expend funds dedicated to the public safety training field to maintain the training facility, improve training offerings, and provide quality training to Wylie public safety personnel.

Strategic Goals: Infrastructure; Workforce; Planning Management

# City Of Wylie

## Fund Summary

### Fire Training Center Fund

<b>Audited Fire Training Center Fund Ending Balance 09/30/22</b>	<b>\$</b>	<b>274,325</b>
Projected '23 Revenues		36,244
Available Funds		<u>310,569</u>
Projected '23 Expenditures		<u>(45,000)</u>
Estimated Ending Fund Balance 09/30/23	\$	265,569
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$</b>	<b>265,569</b>
Proposed Revenues '24		51,616
Proposed Expenditures '24		<u>(25,000)</u>
Estimated Ending Fund Balance 09/30/24	<u>\$</u>	<u>292,185</u>



# PROPOSED BUDGET FY 2024

## 132-FIRE TRAINING CENTER

### FIRE TRAINING CENTER REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
42110 FIRST RESPONDER FEES	\$37,863	\$28,428	\$28,428	\$43,800
<b>TOTAL LICENSE AND PERMITS</b>	<b>\$37,863</b>	<b>\$28,428</b>	<b>\$28,428</b>	<b>\$43,800</b>
46110 ALLOCATED INTEREST EARNINGS	\$1,112	\$300	\$7,816	\$7,816
<b>TOTAL INTEREST INCOME</b>	<b>\$1,112</b>	<b>\$300</b>	<b>\$7,816</b>	<b>\$7,816</b>
<b>TOTAL FIRE TRAINING CENTER REVENUES</b>	<b>\$38,975</b>	<b>\$28,728</b>	<b>\$36,244</b>	<b>\$51,616</b>

## 132-FIRE TRAINING CENTER

### FIRE TRAINING CENTER EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$3,024	\$40,000	\$40,000	\$20,000
52630 AUDIO-VISUAL	\$0	\$5,000	\$5,000	\$5,000
<b>TOTAL SUPPLIES</b>	<b>\$3,024</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$25,000</b>
<b>TOTAL FIRE TRAINING CENTER</b>	<b>\$3,024</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$25,000</b>

# CITY OF WYLIE

## FIRE DEVELOPMENT FUND

### DEPARTMENT DESCRIPTION

The Fire Development Fee Fund benefits the City of Wylie by providing a portion of the capital expenditure money to maintain fire protection service levels caused by increases in growth and population. The City established fire development fees by Ordinance No. 2007-12. The fund cannot be used for any operations or replacement costs. Projects in the coming years are Fire Station 5 property, and construction of Fire Station 5, as well as the new apparatus for each.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Receive revenues from Fire Development Fees  
Strategic Goals: Financial Health; Economic Growth

Began the land location process for construction of Fire Station 5  
Strategic Goals: Planning Management, Financial Health

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completed construction and opened Fire Station #4  
Strategic Goals: Planning Management; Financial Health

# City Of Wylie

## Fund Summary

### Fire Development Fund

<b>Audited Fire Development Fund Ending Balance 09/30/22</b>	<b>\$ 966,302</b>
Projected '23 Revenues	<u>263,028</u>
Available Funds	1,229,330
Projected '23 Expenditures	<u>(52,004) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 1,177,326
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 1,177,326</b>
Proposed Revenues '24	228,140
Proposed Expenditures '24	-
Carryforward Expenditures	<u>\$ (55,000)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 1,350,466</u></u>

a) Carryforward items are taken out of projected 2023 expense and included in 2024 expense. \$55,000 for the Emergency Services Studay was carried forward.

# PROPOSED BUDGET FY 2024

## 133-FIRE DEVELOPMENT

### FIRE DEVELOPMENT REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
44127 FIRE DEVELOPMENT REVENUE	\$194,926	\$234,888	\$234,888	\$200,000
<b>TOTAL SERVICE FEES</b>	<b>\$194,926</b>	<b>\$234,888</b>	<b>\$234,888</b>	<b>\$200,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$3,976	\$1,200	\$28,140	\$28,140
<b>TOTAL INTEREST INCOME</b>	<b>\$3,976</b>	<b>\$1,200</b>	<b>\$28,140</b>	<b>\$28,140</b>
<b>TOTAL FIRE DEVELOPMENT REVENUES</b>	<b>\$198,902</b>	<b>\$236,088</b>	<b>\$263,028</b>	<b>\$228,140</b>

## 133-FIRE DEVELOPMENT

### FIRE DEVELOPMENT EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$0	\$55,000	\$0	\$55,000
56510 AUDIT AND LEGAL SERVICES	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$0</b>	<b>\$55,000</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
58510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
58570 ENGINEERING/ARCHITECTURAL	\$81,900	\$52,004	\$52,004	\$0
58580 CONSTRUCTION PROF SERVICES	\$0	\$0	\$0	\$0
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$81,900</b>	<b>\$52,004</b>	<b>\$52,004</b>	<b>\$0</b>
<b>TOTAL FIRE DEVELOPMENT</b>	<b>\$81,900</b>	<b>\$107,004</b>	<b>\$52,004</b>	<b>\$55,000</b>

**CITY OF WYLIE**

**MUNICIPAL COURT TECHNOLOGY FUND**

**DEPARTMENT DESCRIPTION**

Texas Code of Criminal Procedure, Article 102.0172 provides for the establishment of a Municipal Court Technology Fund and the assessment and collection of a Municipal Court Technology Fee. For offenses occurring on or after January 1, 2020, this fund became a component of the Local Consolidated Fee, provided by the Local Government Code, Article 134.103. A person convicted of a misdemeanor offense in the Municipal Court shall pay, in addition to all other costs, the Municipal Court Technology Fee. This money may be used only to finance the purchase of or to maintain technological enhancements for a municipal court or a municipal court of record.

# City Of Wylie

## Fund Summary

### Municipal Court Technology Fund

<b>Audited Municipal Court Technology Fund Ending Balance 09/30/22</b>	<b>\$</b>	<b>21,811</b>
Projected '23 Revenues		<u>8,677</u>
Available Funds		30,488
Projected '23 Expenditures		<u>(2,000)</u>
Estimated Ending Fund Balance 09/30/23	\$	28,488
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$</b>	<b>28,488</b>
Proposed Revenues '24		8,677
Proposed Expenditures '24		<u>(2,000)</u>
Estimated Ending Fund Balance 09/30/24	\$	<u><u>35,165</u></u>

# PROPOSED BUDGET FY 2024

## 151-MUNICIPAL COURT TECH MUNICIPAL COURT TECH REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
45135 COURT TECHNOLOGY FEES	\$6,227	\$8,000	\$8,000	\$8,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$6,227</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$8,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$87	\$0	\$677	\$677
<b>TOTAL INTEREST INCOME</b>	<b>\$87</b>	<b>\$0</b>	<b>\$677</b>	<b>\$677</b>
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
49111 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT TECH REVENUES</b>	<b>\$6,314</b>	<b>\$8,000</b>	<b>\$8,677</b>	<b>\$8,677</b>

## 151-MUNICIPAL COURT TECH MUNICIPAL COURT TECH EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$743	\$2,000	\$2,000	\$2,000
<b>TOTAL SUPPLIES</b>	<b>\$743</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
59430 TRANSFER TO CAPITAL PROJ FUND	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT TECH</b>	<b>\$743</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>

**CITY OF WYLIE****MUNICIPAL COURT BUILDING SECURITY FUND****FUND DESCRIPTION**

Texas Code of Criminal Procedure, Article 102.017, provides for the establishment of the Building Security Fund and the assessment and collection of a Building Security Fee. For offenses occurring on or after January 1, 2020, this fund became a component of the Local Consolidated Fee, provided by the Local Government Code, Article 134.103. A person convicted of a misdemeanor offense in the Municipal Court shall pay, in addition to all other costs, the Building Security Fee. This money may only be used for security personnel, services, or items related to buildings that house the operation of a municipal court.



# City Of Wylie

## Fund Summary

### Municipal Court Building Security Fund

<b>Audited Municipal Court Building Security Fund Ending Balance 09/30/22</b>	<b>\$ 27,703</b>
Projected '23 Revenues	<u>7,837</u>
Available Funds	35,540
Projected '23 Expenditures	<u>(14,250)</u>
Estimated Ending Fund Balance 09/30/23	\$ 21,290
<b>Estimated Beginning Fund Balance - 10/01/24</b>	<b>\$ 21,290</b>
Proposed Revenues '24	8,837
Proposed Expenditures '24	<u>(9,250)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 20,877</u></u>

# PROPOSED BUDGET FY 2024

## 152-MUNICIPAL COURT BLDG SECURITY

### MUNICIPAL COURT BLDG SECURITY REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
45136 COURT BLDG SEC FEES	\$7,383	\$7,000	\$7,000	\$8,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$7,383</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$8,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$112	\$0	\$837	\$837
<b>TOTAL INTEREST INCOME</b>	<b>\$112</b>	<b>\$0</b>	<b>\$837</b>	<b>\$837</b>
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
49111 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT BLDG SECURITY</b>	<b>\$7,495</b>	<b>\$7,000</b>	<b>\$7,837</b>	<b>\$8,837</b>

## 152-MUNICIPAL COURT BLDG SECURITY

### MUNICIPAL COURT BLDG SECURITY EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$5,000	\$5,000	\$0
<b>TOTAL SUPPLIES</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>
56210 TRAVEL AND TRAINING	\$4,396	\$9,250	\$9,250	\$9,250
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$4,396</b>	<b>\$9,250</b>	<b>\$9,250</b>	<b>\$9,250</b>
58910 BUILDINGS	\$0	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
59430 TRANSFER TO CAPITAL PROJ FUND	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT BLDG SECURITY</b>	<b>\$4,396</b>	<b>\$14,250</b>	<b>\$14,250</b>	<b>\$9,250</b>

# CITY OF WYLIE

## JUDICIAL EFFICIENCY FUND

### FUND DESCRIPTION

Local Government Code, Section 133.103, provides for the establishment of the Judicial Efficiency Fee which is a component of the Time Payment Fee. A person convicted of an offense dated on or before December 31, 2019, shall pay, in addition to all other costs, the Time Payment Fee if the person has not satisfied the full payment of fine and court costs on or before the 31st day after the date judgment is entered. Code of Criminal Procedure, Article 102.030, provides for the establishment of the Time Payment Reimbursement Fee. A person convicted of an offense dated on or after January 1, 2020, shall pay, in addition to all other costs, the Time Payment Reimbursement Fee if the person has not satisfied the full payment of fine and court costs on or before the 31st day after the date judgment is entered. The money from these fees are to be used for the purpose of improving the efficiency of the administration of justice in the Municipal Court.

# City Of Wylie

## Fund Summary

### Municipal Court Judicial Efficiency Fund

<b>Audited Municipal Court Judicial Efficiency Fund Ending Balance 09/30/22</b>	<b>\$</b>	<b>7,142</b>
Projected '23 Revenues		1,219
Available Funds		8,361
Projected '23 Expenditures		-
Estimated Ending Fund Balance 09/30/23	\$	8,361
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$</b>	<b>8,361</b>
Proposed Revenues '24		1,219
Proposed Expenditures '24		-
Estimated Ending Fund Balance 09/30/24	\$	9,580

# PROPOSED BUDGET FY 2024

## 153-MUNICIPAL COURT JUDICIAL EFFICIENCY

### MUNICIPAL COURT JUDICIAL EFFICIENCY REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
45137 JUDICIAL EFFICIENCY FEES	\$1,690	\$1,000	\$1,000	\$1,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$1,690</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$29	\$0	\$219	\$219
<b>TOTAL INTEREST INCOME</b>	<b>\$29</b>	<b>\$0</b>	<b>\$219</b>	<b>\$219</b>
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT JUDICIAL EFFICIENCY</b>	<b>\$1,719</b>	<b>\$1,000</b>	<b>\$1,219</b>	<b>\$1,219</b>

## 153-MUNICIPAL COURT JUDICIAL EFFICIENCY

### MUNICIPAL COURT JUDICIAL EFFICIENCY EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56210 TRAVEL AND TRAINING	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL COURT JUDICIAL EFFICIENCY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<p><b>CITY OF WYLIE</b></p> <p><b>TRUANCY COURT FUND</b></p>
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<p><b>FUND DESCRIPTION</b></p>
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<p>Texas Family Code, Section 65.107, provides the establishment of a Truant Conduct court cost. The court may order a person who is found to have engaged in truant conduct, to pay a Truant Conduct court cost. The money from this cost may only be used to offset the cost of the operations of the truancy court.</p>
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# City Of Wylie

## Fund Summary

### Truancy Court Fund

<b>Audited Truancy Court Fund Ending Balance 09/30/22</b>	<b>\$ 18,608</b>
Projected '23 Revenues	3,549
Available Funds	22,157
Projected '23 Expenditures	(1,000)
Estimated Ending Fund Balance 09/30/23	\$ 21,157
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 21,157</b>
Proposed Revenues '24	3,549
Proposed Expenditures '24	(1,000)
Estimated Ending Fund Balance 09/30/24	<u>\$ 23,706</u>

# PROPOSED BUDGET FY 2024

## 154-TRUANCY COURT

### TRUANCY COURT REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
45142 TRUANT CONDUCT FEE	\$1,700	\$3,000	\$3,000	\$3,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$1,700</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$78	\$0	\$549	\$549
<b>TOTAL INTEREST INCOME</b>	<b>\$78</b>	<b>\$0</b>	<b>\$549</b>	<b>\$549</b>
<b>TOTAL TRUANCY COURT REVENUES</b>	<b>\$1,778</b>	<b>\$3,000</b>	<b>\$3,549</b>	<b>\$3,549</b>

## 154-TRUANCY COURT

### TRUANCY COURT EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56510 AUDIT AND LEGAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>TOTAL TRUANCY COURT</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>



<p><b>CITY OF WYLIE</b></p> <p><b>MUNICIPAL JURY FUND</b></p>
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<p><b>FUND DESCRIPTION</b></p>
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<p>Local Government Code, Section 134.103, provides the Municipal Jury Fee as a component of the Local Consolidated Fee. A person convicted of a misdemeanor offense shall pay, in addition to all other costs, the Municipal Jury Fee. This money may only be used only to fund juror reimbursements and otherwise finance jury services.</p>
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# City Of Wylie

## Fund Summary

### Municipal Jury

<b>Audited Municipal Jury Fund Ending Balance 09/30/22</b>	<b>\$</b>	<b>342</b>
Projected '23 Revenues		1,011
Available Funds		<u>1,353</u>
Projected '23 Expenditures		<u>-</u>
Estimated Ending Fund Balance 09/30/23	\$	1,353
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$</b>	<b>1,353</b>
Proposed Revenues '24		1,011
Proposed Expenditures '24		<u>-</u>
Estimated Ending Fund Balance 09/30/24	\$	<u><u>2,364</u></u>

# PROPOSED BUDGET FY 2024

## 155-MUNICIPAL JURY MUNICIPAL JURY REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
45143 MUNICIPAL JURY FEES	\$142	\$1,000	\$1,000	\$1,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>\$142</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$1	\$0	\$11	\$11
<b>TOTAL INTEREST INCOME</b>	<b>\$1</b>	<b>\$0</b>	<b>\$11</b>	<b>\$11</b>
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MUNICIPAL JURY REVENUES</b>	<b>\$144</b>	<b>\$1,000</b>	<b>\$1,011</b>	<b>\$1,011</b>

## No Expenditures

# CITY OF WYLIE

## HOTEL OCCUPANCY TAX FUND

### DEPARTMENT DESCRIPTION

The Hotel Occupancy Tax was created by Ordinance No. 2004-23 amending Section 106-42 of the Wylie Code of Ordinances. The Hotel Occupancy Tax is imposed on a person who pays for a room or space in a hotel costing \$15.00 or more each day. The Hotel Occupancy Tax is levied (i) upon the cost of occupancy of any room or space furnished by any hotel where such cost of occupancy is at the rate of \$2.00 or more per day, such tax to be equal to seven percent (7%) of the consideration paid by the occupant of such room, space or facility to such hotel, exclusive of other occupancy taxes imposed by other governmental agencies, (ii) and hotel occupancy tax provided herein shall be imposed in the city extraterritorial jurisdiction, provided, however, that the levy of such taxes shall not result in a combined rate of state, county or municipal hotel occupancy taxes in the extraterritorial jurisdiction which exceeds fifteen percent (15%) of the price paid for a room in a hotel.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Hire an Event Coordinator to help with events.  
Strategic Goal: Community Focused Government

# City Of Wylie

## Fund Summary

### Hotel Occupancy Tax Fund

<b>Audited Hotel Occupancy Tax Fund Ending Balance 09/30/22</b>	<b>\$ 753,188</b>
Projected '23 Revenues	242,419
Available Funds	<u>995,607</u>
Projected '23 Expenditures	<u>(348,200)</u>
Estimated Ending Fund Balance 09/30/23	\$ 647,407
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 647,407</b>
Proposed Revenues '24	242,419
Proposed Expenditures '24	<u>(214,527)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 675,299</u></u>

# PROPOSED BUDGET FY 2024

## 161-HOTEL OCCUPANCY TAX

### HOTEL OCCUPANCY TAX REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40230 HOTEL OCCUPANCY TAX	\$416,382	\$228,000	\$228,000	\$228,000
<b>TOTAL TAXES</b>	<b>\$416,382</b>	<b>\$228,000</b>	<b>\$228,000</b>	<b>\$228,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$2,042	\$660	\$14,419	\$14,419
<b>TOTAL INTEREST INCOME</b>	<b>\$2,042</b>	<b>\$660</b>	<b>\$14,419</b>	<b>\$14,419</b>
<b>TOTAL HOTEL OCCUPANCY TAX REVENUES</b>	<b>\$418,425</b>	<b>\$228,660</b>	<b>\$242,419</b>	<b>\$242,419</b>

## 161-HOTEL OCCUPANCY TAX

### HOTEL OCCUPANCY TAX EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$0	\$0	\$0	\$50,108
51140 LONGEVITY PAY	\$0	\$0	\$0	\$48
51310 TMRS	\$0	\$0	\$0	\$7,775
51410 HOSPITAL AND LIFE INSURANCE	\$0	\$0	\$0	\$10,845
51420 LONG-TERM DISABILITY	\$0	\$0	\$0	\$186
51440 FICA	\$0	\$0	\$0	\$3,110
51450 MEDICARE	\$0	\$0	\$0	\$728
51470 WORKERS COMP PREMIUM	\$0	\$0	\$0	\$107
51480 UNEMPLOYMENT COMP (TWC)	\$0	\$0	\$0	\$270
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,177</b>
56040 SPECIAL SERVICES	\$32,512	\$60,000	\$231,000	\$72,150
56080 ADVERTISING	\$17,148	\$35,000	\$35,000	\$35,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$49,660</b>	<b>\$95,000</b>	<b>\$266,000</b>	<b>\$107,150</b>
58150 LAND BETTERMENTS	\$70,179	\$0	\$48,000	\$0
58910 BUILDINGS	\$64,767	\$0	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$134,946</b>	<b>\$0</b>	<b>\$48,000</b>	<b>\$0</b>
59180 TRANSFER TO PUBLIC ARTS	\$30,000	\$34,200	\$34,200	\$34,200
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$30,000</b>	<b>\$34,200</b>	<b>\$34,200</b>	<b>\$34,200</b>
<b>TOTAL HOTEL OCCUPANCY TAX</b>	<b>\$214,606</b>	<b>\$129,200</b>	<b>\$348,200</b>	<b>\$214,527</b>

# CITY OF WYLIE

## PUBLIC ARTS FUND

### DEPARTMENT DESCRIPTION

The Public Arts Advisory Board consists of seven members, appointed by the City Council for a two year term. The Public Arts Advisory Board was created by Ordinance No. 2006-37. Funding for the public arts program is accomplished by annually designating one (1) percent of eligible CIP funding for public art, which is derived from the City's capital project fund, enterprise fund and/or grants. Additional funding is raised through community events focused on the arts.

Through the Public Art Advisory Board, provide a variety of public art, in all disciplines, to create an environment of creativity, history and quality of life for all. Provide quality visual and performing art events to attract citizens and visitors to the City and provide creativity, innovation, and variety through art, music, and literature.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue plans for a sculpture park along the trails of the Municipal Complex.

Strategic Goals: Infrastructure; Culture

Continue providing and facilitating visual and performing art events to attract citizens and visitors to the City:

Expand the Wylie Arts Festival to include more vendors and attract larger audiences

Bluegrass on Ballard- Expand vendors for the Bluegrass on Ballard

Strategic Goals: Community Focused Government; Culture

# City Of Wylie

## Fund Summary

### Public Arts Fund

<b>Audited Public Arts Fund Ending Balance 09/30/22</b>	<b>\$ 510,191</b>
Projected '23 Revenues	89,890
Available Funds	<u>600,081</u>
Projected '23 Expenditures	<u>(7,600)</u>
Estimated Ending Fund Balance 09/30/23	\$ 592,481
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 592,481</b>
Proposed Revenues '24	89,890
Proposed Expenditures '24	(92,600)
Carryforward Expenditures	<u>\$ (112,000) (a)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 477,771</u></u>

a) Carry forward for Municipal Trail Sculptures



# PROPOSED BUDGET FY 2024

## 175-PUBLIC ARTS

### PUBLIC ARTS REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
46110 ALLOCATED INTEREST EARNINGS	\$2,176	\$720	\$15,690	\$15,690
<b>TOTAL INTEREST INCOME</b>	<b>\$2,176</b>	<b>\$720</b>	<b>\$15,690</b>	<b>\$15,690</b>
48130 ARTS FESTIVAL	\$37,701	\$40,000	\$40,000	\$40,000
48410 MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0
48440 CONTRIBUTIONS/ DONATIONS	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$37,701</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
49140 TRANSFER FROM CAP PROJ FUND	\$0	\$0	\$0	\$0
49161 TRANSFER FROM HOTEL TAX	\$30,000	\$34,200	\$34,200	\$34,200
49170 TRANSFER FROM GEN OBLIG 2006	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$30,000</b>	<b>\$34,200</b>	<b>\$34,200</b>	<b>\$34,200</b>
<b>TOTAL PUBLIC ARTS REVENUES</b>	<b>\$69,877</b>	<b>\$74,920</b>	<b>\$89,890</b>	<b>\$89,890</b>

## 175-PUBLIC ARTS

### PUBLIC ARTS EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
52010 OFFICE SUPPLIES	\$149	\$1,600	\$1,600	\$1,600
52810 FOOD SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$149</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,600</b>
56040 SPECIAL SERVICES	\$10,248	\$6,000	\$6,000	\$6,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$10,248</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>
58150 LAND-BETTERMENTS	\$71,000	\$112,000	\$0	\$197,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$71,000</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$197,000</b>
<b>TOTAL PUBLIC ARTS</b>	<b>\$81,396</b>	<b>\$119,600</b>	<b>\$7,600</b>	<b>\$204,600</b>

# City Of Wylie

## Fund Summary

### General Obligation Debt Service Fund

<b>Audited GO Debt Service Fund Ending Balance 09/30/22</b>	<b>\$ 842,926</b>
Projected '23 Revenues	<u>9,136,972</u>
Available Funds	<u>9,979,898</u>
Projected '23 Expenditures	<u>(9,429,005)</u>
Estimated Ending Fund Balance 09/30/23	\$ 550,893
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 550,893</b>
Proposed Revenues '24	10,894,906
Proposed Expenditures '24	<u>(10,544,462)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 901,337</u></u>

# PROPOSED BUDGET FY 2024

## 311-G O DEBT SERVICE

### G O DEBT SERVICE REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40110 PROPERTY TAXES - CURRENT	\$8,612,690	\$9,017,658	\$9,017,658	\$10,765,592
40120 PROPERTY TAXES - DELINQUENT	\$18,373	\$40,000	\$40,000	\$40,000
40190 PENALTY AND INTEREST - TAXES	\$29,681	\$0	\$0	\$10,000
<b>TOTAL TAXES</b>	<b>\$8,660,744</b>	<b>\$9,057,658</b>	<b>\$9,057,658</b>	<b>\$10,815,592</b>
46110 ALLOCATED INTEREST EARNINGS	\$6,109	\$2,400	\$79,314	\$79,314
<b>TOTAL INTEREST INCOME</b>	<b>\$6,109</b>	<b>\$2,400</b>	<b>\$79,314</b>	<b>\$79,314</b>
49300 BOND PREMIUM FROM DEBT ISSUE	\$786,582	\$0	\$0	\$0
49500 BONDS ISSUED	\$6,770,000	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$7,556,582</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL G O DEBT SERVICE REVENUES</b>	<b>\$16,223,435</b>	<b>\$9,060,058</b>	<b>\$9,136,972</b>	<b>\$10,894,906</b>

## 311-G O DEBT SERVICE

### G O DEBT SERVICE EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
57110 DEBT SERVICE	\$6,345,000	\$6,820,000	\$6,820,000	\$7,660,000
57210 DEBT SERVICE-INTEREST	\$2,519,425	\$2,601,005	\$2,601,005	\$2,868,462
57310 DEBT SERVICE-FISCAL AGENT FEES	\$5,300	\$8,000	\$8,000	\$16,000
57420 BOND ISSUE COSTS	\$74,168	\$0	\$0	\$0
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$8,943,894</b>	<b>\$9,429,005</b>	<b>\$9,429,005</b>	<b>\$10,544,462</b>
59300 BOND DISCOUNT FROM DEBT ISSUE	\$0	\$0	\$0	\$0
59400 PAYMENT TO REFUNDING AGENT	\$7,558,830	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$7,558,830</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL G O DEBT SERVICE</b>	<b>\$16,502,723</b>	<b>\$9,429,005</b>	<b>\$9,429,005</b>	<b>\$10,544,462</b>

# City Of Wylie

## Fund Summary

### 4B Debt Service Funds

<b>Audited 4B Debt Service Funds Ending Balance 09/30/22</b>	<b>\$ 216,269</b>
Projected '23 Revenues	585,441
Available Funds	<u>801,710</u>
Projected '23 Expenditures	<u>(388,050)</u>
Estimated Ending Fund Balance 09/30/23	\$ 413,660
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$ 413,660</b>
Proposed Revenues '24	173,407
Proposed Expenditures '24	<u>(387,100)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 199,967</u></u>

# PROPOSED BUDGET FY 2024

## 313-4B DEBT SERVICE FUND 2013

### 4B DEBT SERVICE REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
46110 ALLOCATED INTEREST EARNINGS	\$231	\$0	\$8,407	\$8,407
<b>TOTAL INTEREST INCOME</b>	<b>\$231</b>	<b>\$0</b>	<b>\$8,407</b>	<b>\$8,407</b>
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$188,984	\$0
49132 TRANSFER FROM 4B REVENUE	\$383,625	\$388,050	\$388,050	\$165,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$577,034</b>	<b>\$165,000</b>
<b>TOTAL 4B DEBT SERVICE REVENUES</b>	<b>\$383,856</b>	<b>\$388,050</b>	<b>\$585,441</b>	<b>\$173,407</b>

## 313-4B DEBT SERVICE FUND 2013

### 4B DEBT SERVICE EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
57110 DEBT SERVICE	\$345,000	\$360,000	\$360,000	\$370,000
57210 DEBT SERVICE-INTEREST	\$38,625	\$28,050	\$28,050	\$17,100
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$388,050</b>	<b>\$387,100</b>
<b>TOTAL 4B DEBT SERVICE</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$388,050</b>	<b>\$387,100</b>

**CITY OF WYLIE  
PROPERTY TAX SUPPORTED DEBT  
DEBT SERVICE REQUIREMENTS  
FISCAL YEAR 2023-2024**

	<b>Required Principal 2023-2024</b>	<b>Required Interest 2023-2024</b>	<b>Total Required 2023-2024</b>
<b>GENERAL OBLIGATION BONDS:</b>			
2013	425,000	19,575	444,575
2015	2,280,000	437,000	2,717,000
2016	3,025,000	758,125	3,783,125
2021	725,000	120,200	845,200
2022	195,000	421,025	616,025
2023	450,000	761,550	1,211,550
<b>TOTAL</b>	<b>7,100,000</b>	<b>2,517,475</b>	<b>9,617,475</b>

**COMBINATION TAX & REVENUE CERTIFICATES OF OBLIGATION:**

2018	355,000	232,331	587,331
2021	205,000	118,656	323,656
<b>TOTAL</b>	<b>560,000</b>	<b>350,987</b>	<b>910,987</b>

***TOTAL PROPERTY TAX SUPPORTED DEBT SERVICE REQUIREMENTS:***

<b><i>7,660,000</i></b>	<b><i>2,868,462</i></b>	<b><i>10,528,462</i></b>
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**CITY OF WYLIE  
UTILITY FUND SUPPORTED DEBT  
DEBT SERVICE REQUIREMENTS  
FISCAL YEAR 2023-2024**

	<b>Required Principal 2023-2024</b>	<b>Required Interest 2023-2024</b>	<b>Total Required 2023-2024</b>
<b>GENERAL OBLIGATION BONDS:</b>			
2016	435,000	83,125	518,125
<b>TOTAL</b>	<b>435,000</b>	<b>83,125</b>	<b>518,125</b>
<b>COMBINATION TAX &amp; REVENUE CERTIFICATES OF OBLIGATION:</b>			
2017	340,000	204,919	544,919
<b>TOTAL</b>	<b>340,000</b>	<b>204,919</b>	<b>544,919</b>
<b><i>TOTAL UTILITY FUND SUPPORTED DEBT SERVICE REQUIREMENTS:</i></b>			
	<b>775,000</b>	<b>288,044</b>	<b>1,063,044</b>

**CITY OF WYLIE**  
**4B SALES TAX SUPPORTED DEBT**  
**DEBT SERVICE REQUIREMENTS**  
**FISCAL YEAR 2023-2024**

	<b>Required Principal 2023-2024</b>	<b>Required Interest 2023-2024</b>	<b>Total Required 2023-2024</b>
<b>GENERAL OBLIGATION BONDS (FUND 313):</b>			
2013	370,000	17,100	387,100
<b>TOTAL</b>	<b>370,000</b>	<b>17,100</b>	<b>387,100</b>



**CITY OF WYLIE**  
**PROPERTY TAX SUPPORTED DEBT**  
**TOTAL DEBT SERVICE REQUIREMENTS**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
<b>GENERAL OBLIGATION BONDS:</b>			
9/30/2024	7,100,000	2,517,475	9,617,475
9/30/2025	7,480,000	2,139,900	9,619,900
9/30/2026	7,860,000	1,781,675	9,641,675
9/30/2027	8,245,000	1,402,225	9,647,225
9/30/2028	8,875,000	1,009,150	9,884,150
9/30/2029	2,610,000	755,075	3,365,075
9/30/2030	930,000	677,875	1,607,875
9/30/2031	980,000	632,950	1,612,950
9/30/2032	1,030,000	585,675	1,615,675
9/30/2033	1,030,000	538,400	1,568,400
9/30/2034	1,075,000	491,225	1,566,225
9/30/2035	1,125,000	441,825	1,566,825
9/30/2036	1,180,000	390,000	1,570,000
9/30/2037	1,235,000	335,625	1,570,625
9/30/2038	1,285,000	283,675	1,568,675
9/30/2039	1,330,000	234,550	1,564,550
9/30/2040	1,380,000	183,600	1,563,600
9/30/2041	1,435,000	130,650	1,565,650
9/30/2042	1,495,000	75,525	1,570,525
9/30/2043	1,185,000	23,700	1,208,700
<b>TOTAL</b>	<b>58,865,000</b>	<b>14,630,775</b>	<b>73,495,775</b>

**CITY OF WYLIE**  
**PROPERTY TAX SUPPORTED DEBT**  
**TOTAL DEBT SERVICE REQUIREMENTS**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
<b>COMBINATION TAX &amp; REVENUE CERTIFICATES OF OBLIGATION:</b>			
9/30/2024	560,000	350,988	910,988
9/30/2025	585,000	328,087	913,087
9/30/2026	605,000	304,287	909,287
9/30/2027	630,000	279,587	909,587
9/30/2028	650,000	253,987	903,987
9/30/2029	680,000	229,537	909,537
9/30/2030	705,000	206,212	911,212
9/30/2031	730,000	183,387	913,387
9/30/2032	760,000	162,837	922,837
9/30/2033	780,000	143,366	923,366
9/30/2034	810,000	122,913	932,913
9/30/2035	835,000	101,387	936,387
9/30/2036	860,000	78,791	938,791
9/30/2037	885,000	54,916	939,916
9/30/2038	915,000	30,012	945,012
9/30/2039	325,000	14,481	339,481
9/30/2040	330,000	8,750	338,750
9/30/2041	335,000	2,931	337,931
<b>TOTAL</b>	<b>11,980,000</b>	<b>2,856,456</b>	<b>14,836,456</b>

**CITY OF WYLIE**  
**UTILITY FUND SUPPORTED DEBT**  
**TOTAL DEBT SERVICE REQUIREMENTS**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
<b>GENERAL OBLIGATION BONDS:</b>			
9/30/2024	435,000	83,125	518,125
9/30/2025	460,000	60,750	520,750
9/30/2026	480,000	37,250	517,250
9/30/2027	505,000	12,625	517,625
<b>TOTAL</b>	<b>1,880,000</b>	<b>193,750</b>	<b>2,073,750</b>

**COMBINATION TAX & REVENUE CERTIFICATES OF OBLIGATION:**

9/30/2024	340,000	204,919	544,919
9/30/2025	350,000	191,119	541,119
9/30/2026	360,000	176,919	536,919
9/30/2027	370,000	162,319	532,319
9/30/2028	385,000	147,219	532,219
9/30/2029	400,000	131,519	531,519
9/30/2030	420,000	117,219	537,219
9/30/2031	435,000	104,394	539,394
9/30/2032	450,000	90,838	540,838
9/30/2033	470,000	76,463	546,463
9/30/2034	490,000	61,156	551,156
9/30/2035	510,000	44,906	554,906
9/30/2036	530,000	27,675	557,675
9/30/2037	555,000	9,362	564,362
<b>TOTAL</b>	<b>6,065,000</b>	<b>1,546,027</b>	<b>7,611,027</b>

**CITY OF WYLIE**  
**4B SALES TAX SUPPORTED DEBT**  
**TOTAL DEBT SERVICE REQUIREMENTS**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
<b>GENERAL OBLIGATION BONDS (FUND 313):</b>			
9/30/2024	370,000	17,100	387,100
9/30/2025	385,000	5,775	390,775
<b>TOTAL</b>	<b>755,000</b>	<b>22,875</b>	<b>777,875</b>

## CITY OF WYLIE

## CAPITAL IMPROVEMENT PROGRAM SUMMARY FY 2024 - 2028

Department	Project Name	Project Cost	Status	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
<b>Public Buildings Projects</b>									
Fire	Fire Station 4	8,500,000	Completed	117,000	CO				117,000
	Fire Vehicles	3,153,062	In Progress	3,153,062					3,153,062
	<b>Subtotal</b>	<b>\$ 11,653,062</b>		<b>\$ 3,270,062</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,270,062</b>
<b>Parks Projects</b>									
Parks	Dog Park (Community Reinvestment Fund)	700,000	In Progress	700,000					700,000
Parks	Splash Pads (2) (Community Reinvestment Fund)	2,775,000	In Progress	2,775,000					2,775,000
Parks	SRC Remodel (Community Reinvestment Fund)	972,065	In Progress	972,065					972,065
	<b>Subtotal</b>	<b>\$ 4,447,065</b>		<b>\$ 4,447,065</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,447,065</b>
<b>Street Projects</b>									
Public Works	E FM 544, (Bond Funded)	5,400,000	In Progress	4,000,000	GO	400,000	GO		4,400,000
Public Works	E FM 544, (County Funded)	4,521,250	In Progress	1,721,250	CF	500,000	CF		2,221,250
Public Works	E FM 544, (City Funded)	6,099,649	In Progress	3,272,473		2,827,176			6,099,649
Public Works	McMillan /McCreary to 1378 (County Funded)	8,827,499	In Progress	6,254,922		2,000,000	CF		8,254,922
Public Works	McMillan /McCreary to 1378 (Bond Funded)	20,600,000	In Progress	7,000,000		8,000,000		5,600,000	20,600,000
Public Works	Eubanks Lane -(City Funded and NTMWD)	5,241,122	In Progress	3,858,083	WD				3,858,083
Public Works	Park Boulevard (Bond Funded)	10,000,000	In Progress	5,817,101	GO	3,800,000	CF		9,617,101
Public Works	Park Boulevard (County Funded)	1,378,554	In Progress	1,181,546	CF				1,181,546
Public Works	Pleasant Valley Road - (County Funded)	18,100,000	In Progress	200,000	CF	900,000	CF	1,000,000	11,100,000
Public Works	Sachse Rd (Country Club to Dallas County Line) (Bond Funded)	4,500,000	In Progress	1,500,000	GO		3,000,000	GO	4,500,000
Public Works	Sachse Rd (Country Club to Dallas County Line) (County Funded)	6,000,000	In Progress	500,000	CF	2,000,000	CF	1,500,000	6,000,000
Public Works	Sachse Rd (Country Club to Dallas County Line) (Sachse Funded)	4,500,000	In Progress	250,000		1,250,000		3,000,000	4,500,000
Public Works	TXDOT HSIP Intersection Imp FM 544/McCreary & 78/Brown	1,510,000	In Progress	500,000					500,000
Public Works	Stone Road Construction	6,000,000	In Progress	6,000,000					6,000,000
Public Works	Miscellaneous Streets and Alleys (Bond Funded)	10,000,000	In Progress	3,410,000	GO	2,000,000		2,000,000	9,410,000
Public Works	Downtown Improvements	8,092,600	In Progress	847,121	GO	2,000,000		3,000,000	6,847,121
Public Works	Sanden Blvd - FM 544 to SH 78	2,300,000		300,000	IF	2,000,000	EDC		2,300,000
Public Works	Hensley Lane - Sanden to SH 78	5,170,000				600,000	IF	1,570,000	2,170,000
	<b>Subtotal</b>	<b>\$ 128,240,674</b>		<b>\$ 46,612,496</b>	<b>\$ 27,677,176</b>	<b>\$ 20,200,000</b>	<b>\$ 15,070,000</b>	<b>\$ 7,000,000</b>	<b>\$ 109,559,672</b>
<b>Water Projects</b>									
Public Works	Ballard Elevated Storage Tank	8,837,740		6,300,000		988,400			7,288,400
Public Works	SH 78 Distribution Line No. 2 (E Brown to Eubanks)	573,400				573,400	IF	300,000	2,873,400
Public Works	Cotton Belt /Ave Waterline Replacement	133,000				133,000	IF		133,000
Public Works	SH 78 Spring Creek Pkwy Loop	976,000				573,400	IF	976,000	1,549,400
Public Works	City Wide Wastewater System Capacity	200,140		180,665				133,000	313,665
	<b>Subtotal</b>	<b>\$ 10,720,280</b>		<b>\$ 6,480,665</b>	<b>\$ 2,268,200</b>	<b>\$ 1,409,000</b>	<b>\$ 2,000,000</b>		<b>\$ 12,157,865</b>
Other	Impace Fee Study	250,000		250,000					250,000
	<b>Total Funded Capital Projects</b>	<b>\$ 150,864,016</b>		<b>\$ 61,060,288</b>	<b>\$ 29,945,376</b>	<b>\$ 21,609,000</b>	<b>\$ 17,070,000</b>	<b>\$ 7,000,000</b>	<b>\$ 125,237,599</b>



# Wylie City Council

## AGENDA REPORT

Department: Finance Account Code: \_\_\_\_\_  
Prepared By: Melissa Brown

### Subject

Consider, and act upon, approving the property tax revenue increase reflected in the budget.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The tax rate needed to support the newly adopted FY 2023-2024 Budget is .538882 per \$100 assessed valuation. This tax rate is the No New Revenue Tax Rate plus three cents and represents a decrease of \$.023451 from the current tax rate. This agenda item is required by state law because there will be an increase in the TOTAL TAX REVENUE the City receives due to new property that was added to the tax roll, an increase in the total property assessed valuation as well as the additional three cents above the No New Revenue Tax Rate. Section 102.007 of Texas Local Government Code and passage of HB 3195 requires the governing body to hold a separate vote to ratify the increase in property tax revenue that is reflected in the budget.

# **City of Wylie**

## **Fiscal Year 2023-2024**

### **Budget Cover Page**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,152,610 which is a 9.02 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,145,108.



# Wylie City Council

## AGENDA REPORT

**Department:** Finance      **Account Code:** \_\_\_\_\_  
**Prepared By:** Melissa Brown

### Subject

Hold a Public Hearing on the proposed tax rate of \$0.538882 per \$100 assessed valuation for fiscal year 2023-2024 and provide all interested persons an opportunity to be heard, either for or against the tax rate.

### Recommendation

Open the Public Hearing and allow interested persons to be heard.

### Discussion

On August 8, 2023, the City Council voted to accept the calculation of the No New Revenue Tax Rate, the Voter Approval Tax Rate, and the proposed tax rate for the 2023-2024 budget. The proposed tax rate is above the No New Revenue Tax Rate and the City is required to hold a public hearing so that citizens may be heard. All of the required tax information was published in the City's official newspaper, The Wylie News, on August 16 in the "Notice of Meeting to Vote on Tax Rate."

All interested persons shall be given an opportunity to be heard, either for or against the proposed tax rate. After the public hearing, Council will need to approve the tax rate by adopting an Ordinance that will fix the property tax rate/levy of \$0.538882 per \$100 assessed valuation for the fiscal year 2023-2024.



# NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.538882 per \$100 valuation has been proposed by the governing body of City of Wylie.

PROPOSED TAX RATE	\$0.538882 per \$100
NO-NEW-REVENUE TAX RATE	\$0.508882 per \$100
VOTER-APPROVAL TAX RATE	\$0.594366 per \$100

The no-new-revenue tax rate is the tax rate for the 2023 tax year that will raise the same amount of property tax revenue for City of Wylie from the same properties in both the 2022 tax year and the 2023 tax year.

The voter-approval rate is the highest tax rate that City of Wylie may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Wylie is proposing to increase property taxes for the 2023 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON August 22, 2023 AT 6:00 PM AT Wylie Municipal Complex, 300 Country Club Road, Building 100, Wylie, Texas 75098.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Wylie is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the Governing Body of City of Wylie at their offices or by attending the public hearing mentioned above.

**YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:**

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

**FOR the proposal:** Matthew Porter  
David R. Duke  
Sid Hoover

Jeff Forrester  
Dave Strang  
Gino Mulliqi

**AGAINST the proposal:** Scott Williams

**PRESENT** and not voting:

**ABSENT:**

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Wylie last year to the taxes proposed to be imposed on the average residence homestead by City of Wylie this year.

	2022	2023	Change
<b>Total tax rate (per</b>	\$0.562333	\$0.538882	decrease of -0.023451, or

<b>\$100 of value)</b>			-4.17%
<b>Average homestead taxable value</b>	\$334,038	\$382,113	increase of 48,075, or 14.39%
<b>Tax on average homestead</b>	\$1,878.41	\$2,059.14	increase of 180.73, or 9.62%
<b>Total tax levy on all properties</b>	\$34,951,295	\$38,103,905	increase of 3,152,610, or 9.02%

For assistance with tax calculations, please contact the tax assessor for City of Wylie at 972-547-5020 or [taxassessor@collincountytx.gov](mailto:taxassessor@collincountytx.gov), or visit [www.wylietexas.gov](http://www.wylietexas.gov) for more information.

# 2023 Tax Rate Calculation Worksheet

## Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Wylie

972-516-6000

Taxing Unit Name

Phone (area code and number)

300 Country Club Rd., Building 100, Wylie, TX 75098

www.wylietexas.gov

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>2022 total taxable value.</b> Enter the amount of 2022 taxable value on the 2022 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$ 6,638,685,227
2.	<b>2022 tax ceilings.</b> Counties, cities and junior college districts. Enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ 600,206,757
3.	<b>Preliminary 2022 adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$ 6,038,478,470
4.	<b>2022 total adopted tax rate.</b>	\$ 0.562333 /\$100
5.	<b>2022 taxable value lost because court appeals of ARB decisions reduced 2022 appraised value.</b>	
	A. Original 2022 ARB values: ..... \$ 61,378,786	
	B. 2022 values resulting from final court decisions: ..... - \$ 58,521,230	
	C. 2022 value loss. Subtract B from A. <sup>3</sup>	\$ 2,857,556
6.	<b>2022 taxable value subject to an appeal under Chapter 42, as of July 25.</b>	
	A. 2022 ARB certified value: ..... \$ 173,142,057	
	B. 2022 disputed value: ..... - \$ 15,025,051	
	C. 2022 undisputed value. Subtract B from A. <sup>4</sup>	\$ 158,117,006
7.	<b>2022 Chapter 42 related adjusted values.</b> Add Line 5C and Line 6C.	\$ 160,974,562

<sup>1</sup> Tex. Tax Code §26.012(14)<sup>2</sup> Tex. Tax Code §26.012(14)<sup>3</sup> Tex. Tax Code §26.012(13)<sup>4</sup> Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	<b>2022 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$ 6,199,453,032
9.	<b>2022 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2022.</b> Enter the 2022 value of property in deannexed territory. <sup>5</sup>	\$ 0
10.	<b>2022 taxable value lost because property first qualified for an exemption in 2023.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2023 does not create a new exemption or reduce taxable value. <b>A. Absolute exemptions.</b> Use 2022 market value: ..... \$ 1,012,094 <b>B. Partial exemptions.</b> 2023 exemption amount or 2023 percentage exemption times 2022 value: ..... + \$ 7,880,319 <b>C. Value loss.</b> Add A and B. <sup>6</sup>	\$ 8,892,413
11.	<b>2022 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2023.</b> Use only properties that qualified in 2023 for the first time; do not use properties that qualified in 2022. <b>A. 2022 market value:</b> ..... \$ 0 <b>B. 2023 productivity or special appraised value:</b> ..... - \$ 0 <b>C. Value loss.</b> Subtract B from A. <sup>7</sup>	\$ 0
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$ 8,892,413
13.	<b>2022 captured value of property in a TIF.</b> Enter the total value of 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2022 taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	<b>2022 total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$ 6,190,560,619
15.	<b>Adjusted 2022 total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$ 34,811,565
16.	<b>Taxes refunded for years preceding tax year 2022.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2022. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. <sup>9</sup>	\$ 89,725
17.	<b>Adjusted 2022 levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$ 34,901,290
18.	<b>Total 2023 taxable value on the 2023 certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. <sup>11</sup> <b>A. Certified values:</b> ..... \$ 7,511,590,294 <b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: ..... + \$ ..... <b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - \$ 0 <b>D. Tax increment financing:</b> Deduct the 2023 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2023 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. <sup>12</sup> ..... - \$ 0 <b>E. Total 2023 value.</b> Add A and B, then subtract C and D.	\$ 7,511,590,294

<sup>5</sup> Tex. Tax Code §26.012(15)<sup>6</sup> Tex. Tax Code §26.012(15)<sup>7</sup> Tex. Tax Code §26.012(15)<sup>8</sup> Tex. Tax Code §26.03(c)<sup>9</sup> Tex. Tax Code §26.012(13)<sup>10</sup> Tex. Tax Code §26.012(13)<sup>11</sup> Tex. Tax Code §26.012, 26.04(c-2)<sup>12</sup> Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<b>Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup> <b>A. 2023 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. <sup>14</sup> ..... \$ 272,274,220 <b>B. 2023 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. <sup>15</sup> ..... + \$ 0 <b>C. Total value under protest or not certified.</b> Add A and B. ..... \$ 272,274,220	
20.	<b>2023 tax ceilings.</b> Counties, cities and junior colleges enter 2023 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	\$ 712,946,348
21.	<b>2023 total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup>	\$ 7,070,918,166
22.	<b>Total 2023 taxable value of properties in territory annexed after Jan. 1, 2022.</b> Include both real and personal property. Enter the 2023 value of property in territory annexed. <sup>18</sup>	\$ 0
23.	<b>Total 2023 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2022. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2022 and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2023. <sup>19</sup>	\$ 212,496,979
24.	<b>Total adjustments to the 2023 taxable value.</b> Add Lines 22 and 23.	\$ 212,496,979
25.	<b>Adjusted 2023 taxable value.</b> Subtract Line 24 from Line 21.	\$ 6,858,421,187
26.	<b>2023 NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup>	\$ 0.508882 /\$100
27.	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the 2023 county NNR tax rate. <sup>21</sup>	\$ _____ /\$100

## SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	<b>2022 M&amp;O tax rate.</b> Enter the 2022 M&O tax rate.	\$ 0.427919 /\$100
29.	<b>2022 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 6,199,453,032

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)

<sup>14</sup> Tex. Tax Code §26.01(c)

<sup>15</sup> Tex. Tax Code §26.01(d)

<sup>16</sup> Tex. Tax Code §26.012(6)(B)

<sup>17</sup> Tex. Tax Code §26.012(6)

<sup>18</sup> Tex. Tax Code §26.012(17)

<sup>19</sup> Tex. Tax Code §26.012(17)

<sup>20</sup> Tex. Tax Code §26.04(c)

<sup>21</sup> Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	<b>Total 2022 M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100	\$ 26,528,637
31.	<b>Adjusted 2022 levy for calculating NNR M&amp;O rate.</b> <b>A. M&amp;O taxes refunded for years preceding tax year 2022.</b> Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. .... + \$ 68,465 <b>B. 2022 taxes in TIF.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2023 captured appraised value in Line 18D, enter 0. .... - \$ 0 <b>C. 2022 transferred function.</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. .... +/- \$ 0 <b>D. 2022 M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. .... \$ 68,465 <b>E. Add Line 30 to 31D.</b>	26,597,102
32.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 6,858,421,187
33.	<b>2023 NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.387802 /\$100
34.	<b>Rate adjustment for state criminal justice mandate.</b> <sup>23</sup> <b>If not applicable or less than zero, enter 0.</b> <b>A. 2023 state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. .... \$ 0 <b>B. 2022 state criminal justice mandate.</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. .... - \$ 0 <b>C. Subtract B from A and divide by Line 32 and multiply by \$100.</b> .... \$ 0 /\$100 <b>D. Enter the rate calculated in C. If not applicable, enter 0.</b>	0 /\$100
35.	<b>Rate adjustment for indigent health care expenditures.</b> <sup>24</sup> <b>If not applicable or less than zero, enter 0.</b> <b>A. 2023 indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. .... \$ 0 <b>B. 2022 indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose. .... - \$ 0 <b>C. Subtract B from A and divide by Line 32 and multiply by \$100.</b> .... \$ 0 /\$100 <b>D. Enter the rate calculated in C. If not applicable, enter 0.</b>	0 /\$100

<sup>22</sup> [Reserved for expansion]<sup>23</sup> Tex. Tax Code §26.044<sup>24</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<b>Rate adjustment for county indigent defense compensation.</b> <sup>25</sup> <b>If not applicable or less than zero, enter 0.</b>  <b>A. 2023 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose..... \$ 0  <b>B. 2022 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose..... \$ 0  <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0 /\$100  <b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100..... \$ 0 /\$100  <b>E.</b> Enter the lesser of C and D. If not applicable, enter 0.	\$ 0 /\$100
37.	<b>Rate adjustment for county hospital expenditures.</b> <sup>26</sup> <b>If not applicable or less than zero, enter 0.</b>  <b>A. 2023 eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. .... \$ 0  <b>B. 2022 eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022. .... \$ 0  <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0 /\$100  <b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100..... \$ 0 /\$100  <b>E.</b> Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0 /\$100
38.	<b>Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.  <b>A. Amount appropriated for public safety in 2022.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year ..... \$ 0  <b>B. Expenditures for public safety in 2022.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year ..... \$ 0  <b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100 ..... \$ 0 /\$100  <b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.	\$ 0 /\$100
39.	<b>Adjusted 2023 NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.387802 /\$100
40.	<b>Adjustment for 2022 sales tax specifically to reduce property taxes.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2022 should complete this line. These entities will deduct the sales tax gain rate for 2023 in Section 3. Other taxing units, enter zero.  <b>A.</b> Enter the amount of additional sales tax collected and spent on M&O expenses in 2022, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent ..... \$ 0  <b>B.</b> Divide Line 40A by Line 32 and multiply by \$100 ..... \$ 0 /\$100  <b>C.</b> Add Line 40B to Line 39.	\$ 0.387802 /\$100
41.	<b>2023 voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below. <b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. <b>- or -</b> <b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.401375 /\$100

<sup>25</sup> Tex. Tax Code §26.0442<sup>26</sup> Tex. Tax Code §26.0443



Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<b>Disaster Line 41 (D41): 2023 voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred  If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. <sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	\$ 0 /\$100
42.	<b>Total 2023 debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses.  <b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. <sup>28</sup>  Enter debt amount ..... \$ 10,528,462 <b>B. Subtract unencumbered fund amount</b> used to reduce total debt. .... - \$ 500,000 <b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none) ..... - \$ 0 <b>D. Subtract amount paid</b> from other resources ..... - \$ 0 <b>E. Adjusted debt.</b> Subtract B, C and D from A.	\$ 10,028,462
43.	<b>Certified 2022 excess debt collections.</b> Enter the amount certified by the collector. <sup>29</sup>	\$ 80,039
44.	<b>Adjusted 2023 debt.</b> Subtract Line 43 from Line 42E.	\$ 9,948,423
45.	<b>2023 anticipated collection rate.</b> <b>A.</b> Enter the 2023 anticipated collection rate certified by the collector. <sup>30</sup> ..... 100.00 % <b>B.</b> Enter the 2022 actual collection rate. .... 103.93 % <b>C.</b> Enter the 2021 actual collection rate. .... 100.93 % <b>D.</b> Enter the 2020 actual collection rate. .... 100.16 % <b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. <sup>31</sup>	100.16 %
46.	<b>2023 debt adjusted for collections.</b> Divide Line 44 by Line 45E.	\$ 9,932,530
47.	<b>2023 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,070,918,166
48.	<b>2023 debt rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.140470 /\$100
49.	<b>2023 voter-approval tax rate.</b> Add Lines 41 and 48.	\$ 0.541845 /\$100
D49.	<b>Disaster Line 49 (D49): 2023 voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$ /\$100

<sup>27</sup> Tex. Tax Code §26.042(a)<sup>28</sup> Tex. Tax Code §26.012(7)<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)<sup>30</sup> Tex. Tax Code §26.04(b)<sup>31</sup> Tex. Tax Code §§26.04(h), (h-1) and (h-2)



Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2023 county voter-approval tax rate.	\$ 0.000000 /\$100

### SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November 2022 or May 2023, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>32</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2022, enter 0.	\$ 0
52.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>33</sup>  <b>Taxing units that adopted the sales tax in November 2022 or in May 2023.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> <b>- or -</b> <b>Taxing units that adopted the sales tax before November 2022.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	<b>2023 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,070,918,166
54.	<b>Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.	\$ 0 /\$100
55.	<b>2023 NNR tax rate, unadjusted for sales tax.</b> <sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.508882 /\$100
56.	<b>2023 NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November 2022 or in May 2023.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2022.	\$ 0.508882 /\$100
57.	<b>2023 voter-approval tax rate, unadjusted for sales tax.</b> <sup>36</sup> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.541845 /\$100
58.	<b>2023 voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.	\$ 0.541845 /\$100

### SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$ 0
60.	<b>2023 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,070,918,166
61.	<b>Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	\$ 0 /\$100
62.	<b>2023 voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.541845 /\$100

<sup>32</sup> Tex. Tax Code §26.041(d)

<sup>33</sup> Tex. Tax Code §26.041(i)

<sup>34</sup> Tex. Tax Code §26.041(d)

<sup>35</sup> Tex. Tax Code §26.04(c)

<sup>36</sup> Tex. Tax Code §26.04(c)

<sup>37</sup> Tex. Tax Code §26.045(d)

<sup>38</sup> Tex. Tax Code §26.045(i)

**SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate adjusted to remove the unused increment rate for the prior three years.<sup>39</sup> In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020;<sup>40</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);<sup>41</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.<sup>42</sup>

Individual components can be negative, but the overall rate would be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.<sup>43</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
<b>63. Year 3 component.</b>	Subtract the 2022 actual tax rate and the 2022 unused increment rate from the 2022 voter-approval tax rate.	
A.	Voter-approval tax rate (Line 67)..... \$ 0.614854 /\$100	
B.	Unused increment rate (Line 66)..... \$ 0.034816 /\$100	
C.	Subtract B from A..... \$ 0.580038 /\$100	
D.	Adopted Tax Rate..... \$ 0.562333 /\$100	
E.	Subtract D from C..... \$ 0.017705 /\$100	
<b>64. Year 2 component.</b>	Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate.	
A.	Voter-approval tax rate (Line 67)..... \$ 0.678567 /\$100	
B.	Unused increment rate (Line 66)..... \$ 0.018202 /\$100	
C.	Subtract B from A..... \$ 0.660365 /\$100	
D.	Adopted Tax Rate..... \$ 0.643751 /\$100	
E.	Subtract D from C..... \$ 0.016614 /\$100	
<b>65. Year 1 component.</b>	Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate.	
A.	Voter-approval tax rate (Line 65)..... \$ 0.690181 /\$100	
B.	Unused increment rate (Line 64)..... \$ 0 /\$100	
C.	Subtract B from A..... \$ 0.690181 /\$100	
D.	Adopted Tax Rate..... \$ 0.671979 /\$100	
E.	Subtract D from C..... \$ 0.018202 /\$100	
<b>66. 2023 unused increment rate.</b>	Add Lines 63E, 64E and 65E.	\$ 0.052521 /\$100
<b>67. Total 2023 voter-approval tax rate, including the unused increment rate.</b>	Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	\$ 0.594366 /\$100

<sup>39</sup> Tex. Tax Code §26.013(a)

<sup>40</sup> Tex. Tax Code §26.013(c)

<sup>41</sup> Tex. Tax Code §26.0501(a) and (c)

<sup>42</sup> Tex. Local Gov't Code §120.007(d), effective Jan. 1, 2022

<sup>43</sup> Tex. Tax Code §26.063(a)(1)

<sup>44</sup> Tex. Tax Code §26.012(8-a)

<sup>45</sup> Tex. Tax Code §26.063(a)(1)

## SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.<sup>44</sup>

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.<sup>45</sup>

Line	De Minimis Rate Worksheet	Amount/Rate
68.	<b>Adjusted 2023 NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$ 0.387802 /\$100
69.	<b>2023 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 7,070,918,166
70.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 69 and multiply by \$100.	\$ 0.007071 /\$100
71.	<b>2023 debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.140470 /\$100
72.	<b>De minimis rate.</b> Add Lines 68, 70 and 71.	\$ 0 /\$100

## SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>46</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.<sup>47</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
73.	<b>2022 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.562333 /\$100
74.	<b>Adjusted 2022 voter-approval tax rate.</b> Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.  If a disaster occurred in 2022 and the taxing unit calculated its 2022 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2022 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2022 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2022, complete the separate <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2022 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. <sup>48</sup> Enter the final adjusted 2022 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2022 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0 /\$100
75.	<b>Increase in 2022 tax rate due to disaster.</b> Subtract Line 74 from Line 73.	\$ 0 /\$100
76.	<b>Adjusted 2022 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 6,190,560,619
77.	<b>Emergency revenue.</b> Multiply Line 75 by Line 76 and divide by \$100.	\$ 0
78.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 6,858,421,187
79.	<b>Emergency revenue rate.</b> Divide Line 77 by Line 78 and multiply by \$100. <sup>49</sup>	\$ 0 /\$100

<sup>46</sup> Tex. Tax Code §26.042(b)

<sup>47</sup> Tex. Tax Code §26.042(f)

<sup>48</sup> Tex. Tax Code §26.042(c)

<sup>49</sup> Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
80.	<b>2023 voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	\$ 0.594366 /\$100

## SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

**No-new-revenue tax rate.** ..... \$ 0.508882 /\$100

As applicable, enter the 2023 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).

Indicate the line number used: 26

**Voter-approval tax rate.** ..... \$ 0.594366 /\$100

As applicable, enter the 2023 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue).

Indicate the line number used: 27

**De minimis rate.** ..... \$ 0 /\$100

If applicable, enter the 2023 de minimis rate from Line 72.

## SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.<sup>50</sup>

print  
here

Jayna Dean

Printed Name of Taxing Unit Representative

sign  
here

*Jayna Dean*

Taxing Unit Representative

7/31/2023

Date

<sup>50</sup> Tex. Tax Code §§26.04(c-2) and (d-2)



# Wylie City Council

## AGENDA REPORT

Department: Finance  
 Prepared By: Melissa Brown

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, Ordinance No. 2023-40 fixing the ad valorem tax rate/levy for the Tax Year 2023 and Budget Year 2023-2024 at \$0.538882 per \$100 assessed valuation.

### Recommendation

I move that the property tax rate be increased by the adoption of a tax rate of 0.538882, which is effectively a 5.90 percent increase in the tax rate.

### Discussion

The tax rate needed to fund the FY 2023-2024 budget is \$0.538882 per \$100 of assessed valuation. The tax rate has two components: \$0.398412 per \$100 valuation is allocated for maintenance and operations and \$0.140470 per \$100 valuation is allocated to fund the General Debt Service Fund. Texas Property Code Section 26.05(b) requires the vote on the ordinance must be separate from the vote adopting the budget. If the tax rate exceeds the no-new-revenue tax rate, the vote on the ordinance must be a record vote and at least 60 percent of the members of the governing body must vote in favor of the ordinance. The motion must be read exactly as stated above.

**ORDINANCE NO. 2023-40**

**AN ORDINANCE FIXING THE TAX RATE AND LEVY FOR THE CITY OF WYLIE, TEXAS, UPON ALL TAXABLE PROPERTY IN THE CITY OF WYLIE, TEXAS, FOR THE PURPOSE OF PAYING THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, AND FOR THE FURTHER PURPOSE OF CREATING A SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BONDED INDEBTEDNESS OF THE CITY; PROVIDING FOR A LIEN ON ALL REAL AND PERSONAL PROPERTY TO SECURE PAYMENT OF TAXES DUE THEREON; CONTAINING A SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND PARTS THEREOF IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.74 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-29.51.**

**WHEREAS**, the City Council has this date, by way of Ordinance duly passed, adopted a Budget of operation for the City for fiscal year 2023-2024; and

**WHEREAS**, the aforesaid Ordinance anticipates and requires the levy of an ad valorem tax on all taxable property in the City of Wylie; and

**WHEREAS**, it is necessary to levy such an ad valorem tax at a given rate to generate revenues sufficient to meet projected expenses; and

**WHEREAS**, the City has fully and timely complied with all notice and other requirements relative to the adoption of a tax rate for fiscal year 2023-2024; and

**WHEREAS**, notice of the proposed tax rate, the no-new revenue tax rate and the voter-approval tax rate has been published as required by law and the City has received no formal protest thereof.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Wylie, Texas, as follows:

**Section 1.** There is hereby levied for the fiscal year 2023-2024 upon all real property situated within the corporate limits of said City of Wylie, Texas, and upon all personal property which was owned within the corporate limits of said City of Wylie, Texas, on the first day of January, A.D. 2023, except so much thereof as may be exempt by the Constitution or laws of the State of Texas, a total tax of \$0.538882 on each \$100 of assessed valuation on all said property which said total tax herein so levied shall consist and be comprised of the following components:

- a) An ad valorem tax rate of \$0.398412 on each \$100 of assessed valuation of said taxable property is hereby levied for general city purposes and to pay the current operating expenses of said City of Wylie, Texas, for the fiscal year ending September 30, 2024, which tax, when collected shall be appropriated to and for the credit of the General Fund of said City of Wylie, Texas.
- b) An ad valorem tax rate of \$0.140470 on each \$100 of assessed valuation of said taxable property is hereby levied for the purpose of creating an Interest and Sinking Fund with which to pay the interest and principal of the valid bonded indebtedness, and related fees of the City of Wylie, now outstanding and such tax when collected shall be appropriated and deposited in and to the credit of the General Debt Service Fund of the City of Wylie, Texas, for the fiscal year ending September 30, 2024.

**Section 2.** The City of Wylie shall have a lien on all taxable property located in the City of Wylie to secure the payment of taxes, penalty and interest, and all costs of collection, assessed and levied hereby.

**Section 3.** Taxes are payable in McKinney, Texas, at the Office of the Tax-Assessor Collector of Collin County. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

**Section 4.** That the tax roll presented to the City Council, together with any supplements thereto, be and same are hereby accepted and approved.

**Section 5.** Should any paragraph, sentence, sub-division, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part or parts as declared to be invalid, illegal, or unconstitutional.

**Section 6.** This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

**Section 7.** That all other ordinances and code provisions in conflict herewith are hereby repealed to the extent of any such conflict or inconsistency and all other provisions of the Wylie City Code not in conflict herewith shall remain in full force and effect.

**Section 8.** The repeal of any ordinance, or parts thereof, by the enactment of this Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue, nor as affecting any rights of the municipality under any section or provision of any ordinances at the time of passage of this ordinance.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, on this the 22nd day of August, 2023.

\_\_\_\_\_  
Matthew Porter, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie Storm, City Secretary



# Wylie City Council

## AGENDA REPORT

**Department:** City Manager's Office

**Prepared By:** Christopher Rodriguez

**Account Code:** 100-5181-56040

### Subject

Consider, and act upon, the award of W2023-89-A for the purchase of the City of Wylie On-Demand Ridesharing Public Private Partnership Program to Trippp Consultant, LLC. for a 3-year base term in the amount of \$571,543, and authorizing the City Manager to execute any and all necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

Since 2016, the City of Wylie has partnered with Dallas Area Rapid Transit (DART) to provide our senior citizens 65 years of age or older, and residents with disabilities access to on-demand rideshare transportation services within Collin County. In 2022 the DART board of directors made the decision to end the program with non-member cities. After numerous meetings, the board extended the service until September 30, 2023. At that time, our citizens will no longer have access to the DART rideshare program.

In 2019 we had 529 registered users from January through May. During that same time period in 2023, we increased to 921 registered users (74% increase). New users increased by more than 80% from 2019 to 2023. Understanding the value of this program to our residents, staff began exploring options.

The City's desire is to not only continue the same great benefits previously offered, but expand a convenient and economical method for our citizens to access Transportation Network Companies (TNC), including Wheelchair Accessible Vehicle (WAV) companies on a 24/7/365 basis. The service area includes the City limits as well as our ETJ. Staff will work with the provider to implement a mobile app that riders can access to book riders and/or generate a subsidized voucher system. In addition, the new program can be setup to use TNC/WAV companies during special City sponsored events

Staff completed a request for proposal, and received two (2) responses. Trippp Consultant was the highest technical and apparent low bidder. Trippp Consultant submitting a total base bid in the amount of \$571,543. Staff recommends the award of bid #W2023-89-A for the City of Wylie On-Demand Ridesharing Public Private Partnership Program in the amount of \$571,543. Award of this RFP will establish an annual agreement with an initial 3-year, and three (3) additional City optional one (1) year renewal options.





**BID TABULATION  
Request for Proposals  
W2023-89-A**

**CITY OF WYLIE ON-DEMAND RIDESHARING PUBLIC PRIVATE PARTNERSHIP PROGRAM**

**July 27, 2023 @ 3:30 pm CDT**

Respondents:

Tripp Consultants  
Spare Labs

I certify that the above includes all firms who submitted a bid and that pricing is as submitted.

*Christopher Rodriguez*

*July 27, 2023*

Christopher Rodriguez Sr. Buyer

Date

**“BID TABULATION STATEMENT”**

ALL BIDS SUBMITTED FOR THE DESIGNATED PROJECT ARE REFLECTED ON THIS BID TAB SHEET. **HOWEVER, THE LISTING OF A BID ON THIS SHEET SHOULD NOT BE CONSTRUED AS A COMMENT ON THE RESPONSIVENESS OF SUCH BID OR AS ANY INDICATION THAT THE CITY ACCEPTS SUCH BID AS RESPONSIVE.** THE CITY WILL MAKE A DETERMINATION AS TO THE RESPONSIVENESS OF BIDS SUBMITTED BASED UPON COMPLIANCE WITH ALL APPLICABLE LAWS AND CITY OF WYLIE BID SPECIFICATIONS AND PROJECT DOCUMENTS. THE CITY WILL NOTIFY THE SUCCESSFUL BIDDER UPON AWARD OF THE CONTRACT AND, ACCORDING TO LAW, ALL BIDS RECEIVED WILL BE AVAILABLE FOR INSPECTION AT THAT TIME.

PURCHASING DEPARTMENT  
CITY OF WYLIE, TEXAS



# Wylie City Council

## AGENDA REPORT

**Department:** Purchasing  
**Prepared By:** Christopher Rodriguez

**Account Code:** 470-5470-58150

### Subject

Consider, and act upon, the approval of W2023-105-I for the purchase of Splash Pad features and installation services from Rain-Drop for both East Meadow Trail and Community Park Splash Pads in the amount of \$1,326,921.70 through a cooperative purchasing contract with Sourcewell Cooperative Purchasing (#010521-RDP) and authorizing the City Manager to execute any necessary documents.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Wylie Parks and Recreation Department is seeking approval from the City Council to install a splash pad at Community Park and the East Meadow Trailhead. Staff reviewed several vendors and have determined Rain-Drop would be the most fair and reasonable for both of these splash pads.

The pricing of \$1,326,921.70 is for the splash pad features, installation of the splash pad and surfacing, as well as all work associated with the mechanical room, pumps, and filtration system. This does not include infrastructure, utilities, parking, or restrooms. All these items will be coming to a future Council meeting.

Staff recommends the purchase of Splash Pad features and installation services from Rain-Drop for both East Meadow Trail and Community Park Splash Pads in the amount of \$1,326,921.70 as providing the best value to the City. The City is authorized to purchase from a cooperative purchasing program with another local government or a local cooperative organization pursuant to Chapter 791 of the Texas Government Code and Section 271 Subchapter F of the Local Government Code; and by doing so satisfies any State Law requiring local governments to seek competitive bids for items.

Wylie #W2023-105-I/Sourcewell #010521-RDP



# Wylie City Council

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## AGENDA REPORT

Department: City Secretary  
Prepared By: Stephanie Storm

Account Code: \_\_\_\_\_

### Subject

Consider, and act upon, approval of August 23, 2022 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.

### Recommendation

Motion to approve Item as presented.

### Discussion

The minutes are attached for your consideration.



# Wylie Parks and Recreation 4B Board Regular Meeting Minutes

August 23, 2022 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

## CALL TO ORDER

Chair Porter called the Parks & Recreation Facilities Development Corporation (4B) to order at 7:16 p.m. The following members were present: Matthew Porter, Timothy T. Wallis, David R. Duke, Scott Williams, Scott Hevel, and Brian Willeford. Emmett Jones was absent.

## COMMENTS ON NON-AGENDA ITEMS

No citizens were present wishing to address the Board on non-agenda items.

## REGULAR AGENDA

1. **Consider, and act upon, approval of August 24, 2021 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.**

### Board Action

A motion was made by board member Williams, seconded by board member Duke, to approve Item 1 as presented. A vote was taken and the motion passed 6-0 with board member Jones absent.

2. **Consider, and act upon, the appointment and/or reappointment of the Wylie Parks and Recreation Facilities Development Corporation (4B) Officers and appoint a Chair and Vice Chairman from its board members for a term beginning January 1, 2023 and ending December 31, 2024.**

### Board Action

A motion was made by board member Wallis, seconded by board member Duke, to appoint Matthew Porter as Chairman and Scott Williams as Vice Chairman; and Brent Parker as President; Renae Ollie as Vice-President; Melissa Beard as Treasurer, and Stephanie Storm as Secretary of the Wylie Parks and Recreation Facilities Development Corporation (4B) for a term beginning January 1, 2023 and ending December 31, 2024. (2-year term). A vote was taken and the motion passed 6-0 with board member Jones absent.

3. **Consider, and act upon, approval of the FY 2022-2023 4B Budget and authorize expenditures for the FY 2022-2023 Community Services Facilities Capital Improvement Plan.**

### Staff Comments

Finance Director Beard addressed the board stating the activities of the 4B Corporation are accounted for in two fund types: 4B Sales Tax Revenue Fund and the 4B Debt Service Fund. The 4B Sales Tax Revenue Fund includes departments for the Brown House, Senior Activities, Recreation Center, Stonehaven House, and a portion of Parks and Combined Services. The proposed revenues for the FY 2022-2023 budget year are \$5,091,346 which includes an 8.8 percent increase in sales tax revenue from FY 21-22. The proposed expenditures of \$4,361,637 include one irrigation technician, Pour and Play surfacing for Olde City Park, replacement of Birmingham Farms playground, drainage flume areas for Founders Park, Parks building HVAC replacement, holiday yard decorations at Olde City

Park, a zero-turn mower, and two sets of soccer goals for Dodd Park. A very healthy fund balance of \$5,748,334 is projected and the fund balance policy requirement is 25 percent of budgeted sales tax revenue which is equal to \$1,031,037. The 4B Debt Service Fund will make bond payments of principal and interest for FY 2022-2023 totaling \$388,050 which is supported by a transfer from the 4B Sales Tax Revenue Fund. The current outstanding debt for the 4B fund is \$1,115,000 which will be completely paid off in FY 2025.

#### **Board Action**

A motion was made by board member Williams, seconded by board member Duke, to approve Item 3 as presented. A vote was taken and the motion passed 6-0 with board member Jones absent.

#### **ADJOURNMENT**

A motion was made by board member Duke, seconded by board member Williams, to adjourn the 4B Board meeting at 7:23 p.m. A vote was taken and the motion passed 6-0 with board member Jones absent.

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**Matthew Porter, Chair**

**ATTEST:**

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**Stephanie Storm, City Secretary**



# Wylie City Council

## AGENDA REPORT

**Department:** Finance

**Prepared By:** Melissa Brown

**Account Code:** \_\_\_\_\_

### Subject

Consider, and act upon, approval of the Fiscal Year 2023-2024 4B Budget and authorize expenditures for the FY 2023-2024 Community Services Facilities Capital Improvement Plan.

### Recommendation

Motion to approve the Item as presented.

### Discussion

The Parks and Recreation Facilities Development Corporation was established in accordance with State law as a result of the January 15, 1994 election approving the ½ cent sales tax for parks and recreation projects. The Board of Directors for the Corporation are:

Councilmember	David R. Duke
Councilmember	Scott Williams
Councilmember	Sid Hoover
Councilmember	Matthew Porter
Park Board Member	Auston Foster
Park Board Member	Whitney McDougall
Park Board Member	Scott Hevel

As set out in the Articles of Incorporation, the Board has the power to authorize the expenditures of sales tax receipts for projects approved by the City Council. Further, the Bylaws state that “It shall be the duty and obligation of the Board to finance and implement the Community Services Facilities Capital Improvement Plan as adopted by the Wylie City Council.” Bylaws further state that “The President shall submit the budget to the City Council for approval prior to submission to the Board for final adoption.”

The activities of the 4B Corporation are accounted for in two fund types: 4B Sales Tax Revenue Fund and the 4B Debt Service Fund. The 4B Sales Tax Revenue Fund includes departments for the Brown House, Senior Activities, Recreation Center, Stonehaven House, and a portion of Parks and Combined Services. The proposed revenues for the FY 2023-2024 budget year are \$5,696,500 which includes a 10% increase in sales tax revenue from FY 22-23. Proposed expenditures of \$5,479,756 include one equipment operator, Pirate Cove Playground replacement, Community Park Playground surfacing and Phase II installation, a 5900 large mower replacement, a pavilion at the Library, and a zero-turn mower. A very healthy fund balance of \$4,023,112 is projected and the fund balance policy requirement is 25% of budgeted sales tax revenue which is equal to \$1,134,140.

The 4B Debt Service Fund will make bond payments of principal and interest for FY 2023-2024 totaling \$387,100 which is supported by a transfer from the 4B Sales Tax Revenue Fund. The current outstanding debt for the 4B fund is \$755,000 which will be completely paid off in FY 2025.

# City Of Wylie

## Fund Summary

### 4B Debt Service Funds

<b>Audited 4B Debt Service Funds Ending Balance 09/30/22</b>	<b>\$</b>	<b>216,269</b>
Projected '23 Revenues		585,441
Available Funds		<u>801,710</u>
Projected '23 Expenditures		<u>(388,050)</u>
Estimated Ending Fund Balance 09/30/23	<b>\$</b>	<b>413,660</b>
<b>Estimated Beginning Fund Balance - 10/01/23</b>	<b>\$</b>	<b>413,660</b>
Proposed Revenues '24		173,407
Proposed Expenditures '24		<u>(387,100)</u>
Estimated Ending Fund Balance 09/30/24	<b>\$</b>	<b><u>199,967</u></b>

# PROPOSED BUDGET FY 2024

## 313-4B DEBT SERVICE FUND 2013

### 4B DEBT SERVICE REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
46110 ALLOCATED INTEREST EARNINGS	\$231	\$0	\$8,407	\$8,407
<b>TOTAL INTEREST INCOME</b>	<b>\$231</b>	<b>\$0</b>	<b>\$8,407</b>	<b>\$8,407</b>
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$188,984	\$0
49132 TRANSFER FROM 4B REVENUE	\$383,625	\$388,050	\$388,050	\$165,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$577,034</b>	<b>\$165,000</b>
<b>TOTAL 4B DEBT SERVICE REVENUES</b>	<b>\$383,856</b>	<b>\$388,050</b>	<b>\$585,441</b>	<b>\$173,407</b>

## 313-4B DEBT SERVICE FUND 2013

### 4B DEBT SERVICE EXPENDITURES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
57110 DEBT SERVICE	\$345,000	\$360,000	\$360,000	\$370,000
57210 DEBT SERVICE-INTEREST	\$38,625	\$28,050	\$28,050	\$17,100
<b>TOTAL DEBT SERVICE AND CAP. REPL</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$388,050</b>	<b>\$387,100</b>
<b>TOTAL 4B DEBT SERVICE</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$388,050</b>	<b>\$387,100</b>



**CITY OF WYLIE**  
**4B SALES TAX SUPPORTED DEBT**  
**DEBT SERVICE REQUIREMENTS**  
**FISCAL YEAR 2023-2024**

	<b>Required Principal 2023-2024</b>	<b>Required Interest 2023-2024</b>	<b>Total Required 2023-2024</b>
<b>GENERAL OBLIGATION BONDS (FUND 313):</b>			
2013	370,000	17,100	387,100
<b>TOTAL</b>	<b>370,000</b>	<b>17,100</b>	<b>387,100</b>

**CITY OF WYLIE**  
**4B SALES TAX SUPPORTED DEBT**  
**TOTAL DEBT SERVICE REQUIREMENTS**

<b>Period Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
<b>GENERAL OBLIGATION BONDS (FUND 313):</b>			
9/30/2024	370,000	17,100	387,100
9/30/2025	385,000	5,775	390,775
<b>TOTAL</b>	<b>755,000</b>	<b>22,875</b>	<b>777,875</b>

# CITY OF WYLIE

## 4B SALES TAX REVENUE FUND

### FUND DESCRIPTION

The Wylie Park and Recreation Facilities Development Corporation (the 4B Corporation) was established to promote park and recreational development within the City of Wylie. The activities of the 4B Corporation are accounted for in two fund types. The two funds are titled the 4B Sales Tax Revenue Fund and the 4B Debt Service Fund. The special revenue fund accounts for the use of the 4B Corporation sales tax revenue and is restricted by State legislation to improve the appeal of the City as a place to live, work and visit through the promotion of park and recreational development. Sales taxes are levied in Wylie at 8.25% of goods and services sold within the City's boundaries. Departments in this fund include 4B Brown House, 4B Senior Activities, 4B Parks, 4B Recreation Center, 4B Stonehaven House and 4B Sales Tax Combined Services.

## City Of Wylie

### Fund Summary

#### 4B Sales Tax Revenue Fund

<b>Audited 4B Sales Tax Revenue Fund Ending Balance 09/30/22</b>	<b>\$ 6,599,921</b>
Projected '23 Revenues	<u>5,258,810</u>
Available Funds	11,858,731
Projected '23 Expenditures	<u>(5,891,265) (a)</u>
Estimated Ending Fund Balance 09/30/23	\$ 5,967,466
 <b>Estimated Beginning Fund Balance - 10/01/23</b>	 <b>\$ 5,967,466</b>
Proposed Revenues '24	5,696,500 (b)
Proposed Expenditures '24	(5,479,756)
Carryforward Expenditures	<u>\$ (2,161,098)</u>
Estimated Ending Fund Balance 09/30/24	<u><u>\$ 4,023,112 (c)</u></u>

a) Carryforward items are taken out of projected 2023 expense and included in 2024 expense. See manager's letter for detailed list totalling \$2,161,097.

b) Total includes sales tax revenue and revenue from the Recreation Center.

c) Policy requirement is 25% of budgeted sales tax revenue (\$4,536,561 x 25% = \$1,134,140).

## 4B SALES TAX FUND

### SUMMARY OF REVENUES AND EXPENDITURES

	2021-2022 ACTUAL	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 PROPOSED
<b>REVENUES:</b>				
Sales Taxes	4,161,282	4,124,146	4,124,146	4,536,561
Service Fees	807,835	928,000	928,000	940,000
Interest & Misc. Income	54,178	39,200	206,664	219,939
Transfers from Other Funds (O	-	-	-	-
<b>TOTAL REVENUES</b>	<b>5,023,295</b>	<b>5,091,346</b>	<b>5,258,810</b>	<b>5,696,500</b>
<b>EXPENDITURES:</b>				
Brown House	200,864	364,773	276,838	398,998
Senior Center	523,801	803,868	582,854	699,792
4B Parks	613,169	1,175,730	1,115,835	3,670,039
Recreation Center	1,820,015	2,205,939	2,249,695	2,315,720
Stonehaven House	-	121,000	1,000	121,000
Combined Services	383,625	390,043	1,665,043	435,305
<b>TOTAL EXPENDITURES</b>	<b>3,541,474</b>	<b>5,061,353</b>	<b>5,891,265</b>	<b>7,640,854</b>

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B SALES TAX REVENUES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
40210 SALES TAX	\$4,161,282	\$4,124,146	\$4,124,146	\$4,536,561
<b>TOTAL TAXES</b>	<b>\$4,161,282</b>	<b>\$4,124,146</b>	<b>\$4,124,146</b>	<b>\$4,536,561</b>
44150 RECREATION MEMBERSHIP FEES	\$446,375	\$600,000	\$600,000	\$600,000
44152 RECREATION MERCHANDISE	\$12,690	\$8,000	\$8,000	\$10,000
44156 RECREATION CLASS FEES	\$348,770	\$320,000	\$320,000	\$330,000
<b>TOTAL SERVICE FEES</b>	<b>\$807,835</b>	<b>\$928,000</b>	<b>\$928,000</b>	<b>\$940,000</b>
46110 ALLOCATED INTEREST EARNINGS	\$24,612	\$7,200	\$174,664	\$174,664
<b>TOTAL INTEREST INCOME</b>	<b>\$24,612</b>	<b>\$7,200</b>	<b>\$174,664</b>	<b>\$174,664</b>
48120 COMMUNITY ROOM FEES	\$27,188	\$30,000	\$30,000	\$45,000
48410 MISCELLANEOUS INCOME	\$2,378	\$2,000	\$2,000	\$275
48440 CONTRIBUTIONS/ DONATIONS	\$0	\$0	\$0	\$0
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$29,566</b>	<b>\$32,000</b>	<b>\$32,000</b>	<b>\$45,275</b>
49111 TRANSFER FROM GENERAL FUND	\$0	\$0	\$0	\$0
49131 TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0
49320 G.O. BOND PROCEEDS	\$0	\$0	\$0	\$0
49401 BOND PREMIUM/ DISCOUNT	\$0	\$0	\$0	\$0
49500 CAPITAL LEASE PROCEEDS	\$0	\$0	\$0	\$0
49600 INSURANCE RECOVERIES	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL 4B SALES TAX REVENUES</b>	<b>\$5,023,295</b>	<b>\$5,091,346</b>	<b>\$5,258,810</b>	<b>\$5,696,500</b>

# CITY OF WYLIE

## 4B BROWN HOUSE

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Welcome Center at the Historic Thomas and Mattie Brown House. The Welcome Center ensures ongoing preservation of local history. A visit to this establishment serves as a welcome to visitors and provides a rare glimpse into the rich and colorful background of Wylie. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Continue to enhance the Welcome Center experience with new history exhibits, tours, and educational opportunities.

Strategic Goal: Community Focused Government

Continue to support downtown events and cooperative services, e.g. Boo on Ballard, Bluegrass, and Arts Festival.

Strategic Goal: Community Focused Government

Installation of outdoor restrooms in support of the park and event space.

Strategic Goal: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Completion of accessible parking and drainage.

Strategic Goal: Community Focused Government

Support downtown events: Pedal Car Race, Picnic, Bluegrass, Boo on Ballard, and Arts Festival.

Strategic Goal: Community Focused Government

Robust Wylie-focused history and educational exhibits about the early days of American baseball, Gibson Girls, the railroad, Victorian holiday celebrations, and more.

Strategic Goal: Community Focused Government

Grand opening, yard signage, and storefront (including the design and sale of a one-of-a-kind Wylie Christmas ornament depicting the Brown House).

Strategic Goal: Community Focused Government

Extended Saturday hours from April - October to meet guest needs.

Strategic Goal: Community Focused Government

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Rec. Supervisor-Brown House	1.0	1.0	1.0	1.0
Recreation Monitor	0.5	2.5	2.5	2.5
Guest Service Specialist	0.5	0.5	3.0	3.0
<b>TOTAL</b>	<b>2.0</b>	<b>4.0</b>	<b>6.5</b>	<b>6.5</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Attendance - General Hourly Headcount			795	400	500
Celebrations - Participants, No Charge Downtown Events		3,000	3,000	3,000	3,000

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### BROWN HOUSE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$54,216	\$57,276	\$57,276	\$57,554
51112 SALARIES - PART TIME	\$17,944	\$79,636	\$79,636	\$88,257
51130 OVERTIME	\$0	\$1,000	\$1,000	\$1,000
51140 LONGEVITY PAY	\$332	\$380	\$380	\$428
51310 TMRS	\$9,348	\$14,240	\$14,240	\$10,020
51410 HOSPITAL AND LIFE INSURANCE	\$10,722	\$12,542	\$12,542	\$13,831
51420 LONG-TERM DISABILITY	\$130	\$209	\$209	\$213
51440 FICA	\$4,295	\$9,493	\$9,493	\$9,338
51450 MEDICARE	\$1,005	\$2,220	\$2,220	\$2,184
51470 WORKERS COMP PREMIUM	\$167	\$175	\$240	\$321
51480 UNEMPLOYMENT COMP (TWC)	\$29	\$810	\$810	\$810
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$98,189</b>	<b>\$177,981</b>	<b>\$178,046</b>	<b>\$183,956</b>
52010 OFFICE SUPPLIES	\$176	\$1,008	\$1,008	\$1,008
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$14,077	\$14,655	\$14,655	\$7,655
52210 JANITORIAL SUPPLIES	\$558	\$2,621	\$2,621	\$2,621
52250 MEDICAL AND SURGICAL	\$31	\$360	\$360	\$360
52610 RECREATIONAL SUPPLIES	\$0	\$410	\$410	\$3,910
52650 RECREATION MERCHANDISE	\$8,547	\$8,675	\$8,675	\$7,500
52710 WEARING APPAREL AND UNIFORMS	\$317	\$450	\$450	\$625
52810 FOOD SUPPLIES	\$166	\$525	\$525	\$525
52990 OTHER	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$23,873</b>	<b>\$28,704</b>	<b>\$28,704</b>	<b>\$24,204</b>
54910 BUILDINGS	\$35,636	\$104,800	\$16,800	\$142,800
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$35,636</b>	<b>\$104,800</b>	<b>\$16,800</b>	<b>\$142,800</b>
56040 SPECIAL SERVICES	\$32,035	\$32,953	\$32,953	\$27,583
56080 ADVERTISING	\$3,459	\$5,960	\$5,960	\$5,960
56110 COMMUNICATIONS	\$1,740	\$1,500	\$1,500	\$1,500
56140 REC CLASS EXPENSES	\$0	\$2,900	\$2,900	\$2,900
56180 RENTAL	\$1,166	\$1,900	\$1,900	\$1,900
56210 TRAVEL AND TRAINING	\$2,042	\$3,250	\$3,250	\$3,250
56250 DUES AND SUBSCRIPTIONS	\$2,725	\$4,825	\$4,825	\$4,945
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$43,167</b>	<b>\$53,288</b>	<b>\$53,288</b>	<b>\$48,038</b>
<b>TOTAL BROWN HOUSE</b>	<b>\$200,864</b>	<b>\$364,773</b>	<b>\$276,838</b>	<b>\$398,998</b>



# CITY OF WYLIE

## 4B SENIOR CENTER

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Wylie Senior Recreation Center. The Wylie Senior Recreation Center supports the well-being of Wylie citizens, ages 55 years and older, by providing recreational and educational programs. The division ensures the ongoing operations and marketing of these programs. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Prepare for upcoming renovations.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Facility improvements: poured concrete pad and benches for the garden, and continued fitness equipment upgrades geared towards guests ages 55 years and older.

Strategic Goal: Health, Safety, and Well-Being

Provided facility and staff support for elections.

Strategic Goal: Community Focused Government

Regained program momentum lost due to COVID-19.

Strategic Goal: Community Focused Government

Named Top Five Best in Wellness for Community Centers in the United States by the International Council on Active Aging, Senior Recreation Center, 2022.

Strategic Goal: Health, Safety, and Well-Being

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Recreation Supervisor	1.0	1.0	1.0	1.0
Rec. Programmer-Senior				
Activities	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0
Guest Services Specialist	1.5	1.5	1.5	1.5
Recreation Monitor	3.0	3.0	3.0	3.0
Bus Driver	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

### ACTIVITY DEMAND / ACTIVITY WORKLOAD

MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Attendance - General Hourly Headcount	17,400	47,011	38,500		40,000
Paid Activities - Participants	973	1,724	1,175		1,200

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX SENIOR CENTER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$141,130	\$149,394	\$149,394	\$151,798
51112 SALARIES - PART TIME	\$167,465	\$180,511	\$180,511	\$210,511
51130 OVERTIME	\$1,126	\$2,750	\$2,750	\$2,000
51140 LONGEVITY PAY	\$956	\$1,092	\$1,092	\$1,236
51310 TMRS	\$31,451	\$31,311	\$31,311	\$33,167
51410 HOSPITAL AND LIFE INSURANCE	\$26,336	\$31,507	\$31,507	\$34,826
51420 LONG-TERM DISABILITY	\$336	\$541	\$541	\$562
51440 FICA	\$18,613	\$20,692	\$20,692	\$22,664
51450 MEDICARE	\$4,353	\$4,840	\$4,840	\$5,300
51470 WORKERS COMP PREMIUM	\$1,872	\$1,961	\$3,012	\$4,215
51480 UNEMPLOYMENT COMP (TWC)	\$1,257	\$2,160	\$2,160	\$2,160
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$394,895</b>	<b>\$426,759</b>	<b>\$427,810</b>	<b>\$468,439</b>
52010 OFFICE SUPPLIES	\$1,531	\$1,922	\$1,922	\$1,848
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$17,113	\$10,500	\$10,500	\$10,500
52210 JANITORIAL SUPPLIES	\$931	\$3,535	\$3,535	\$3,020
52250 MEDICAL AND SURGICAL	\$859	\$1,200	\$1,200	\$1,200
52310 FUEL AND LUBRICANTS	\$6,211	\$9,000	\$9,000	\$9,000
52610 RECREATIONAL SUPPLIES	\$25,301	\$32,930	\$32,930	\$31,730
52650 RECREATION MERCHANDISE	\$3,365	\$4,012	\$4,012	\$4,475
52710 WEARING APPAREL AND UNIFORMS	\$553	\$1,480	\$1,480	\$2,380
52810 FOOD SUPPLIES	\$407	\$525	\$525	\$700
<b>TOTAL SUPPLIES</b>	<b>\$56,271</b>	<b>\$65,104</b>	<b>\$65,104</b>	<b>\$64,853</b>
54530 HEAVY EQUIPMENT	\$7,306	\$9,500	\$9,500	\$12,500
54910 BUILDINGS	\$22,812	\$4,900	\$4,900	\$4,900
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$30,118</b>	<b>\$14,400</b>	<b>\$14,400</b>	<b>\$17,400</b>
56040 SPECIAL SERVICES	\$14,562	\$16,885	\$16,885	\$16,885
56080 ADVERTISING	\$1,740	\$3,503	\$3,503	\$3,503
56110 COMMUNICATIONS	\$1,661	\$2,172	\$2,172	\$2,172
56140 REC CLASS EXPENSES	\$10,264	\$27,025	\$27,025	\$27,025
56180 RENTAL	\$2,965	\$1,620	\$1,620	\$1,800
56210 TRAVEL AND TRAINING	\$8,741	\$15,325	\$15,325	\$17,325
56250 DUES AND SUBSCRIPTIONS	\$4,055	\$5,710	\$5,710	\$7,090
56360 ACTIVENET ADMINISTRATIVE FEES	\$1,529	\$3,300	\$3,300	\$3,300
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$45,517</b>	<b>\$75,540</b>	<b>\$75,540</b>	<b>\$79,100</b>
58510 MOTOR VEHICLES	\$0	\$0	\$0	\$70,000
58570 ENGINEERING/ARCHITECTURAL	\$0	\$222,065	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$222,065</b>	<b>\$0</b>	<b>\$70,000</b>
<b>TOTAL SENIOR CENTER</b>	<b>\$526,801</b>	<b>\$803,868</b>	<b>\$582,854</b>	<b>\$699,792</b>

# CITY OF WYLIE

## 4B PARKS

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the maintenance of athletic fields and some park maintenance. This division is responsible for the development and maintenance of athletic complexes and parks throughout the City. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Expand and improve maintenance practices and efficiency.

Strategic Goals: Health, Safety, and Well-Being

Begin renovation of two athletic fields at Founders Park.

Strategic Goals: Health, Safety, and Well-Being

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Updated field maps and field identifiers at the athletic fields.

Strategic Goal: Health, Safety, and Well-Being

Installed new soccer goals at Dodd Park.

Strategic Goal: Health, Safety, and Well-Being

Added pour-in-place surfacing to Olde City Park playground.

Strategic Goal: Health, Safety, and Well-Being

Replaced playground equipment at Valentine and Birmingham Farms Park.

Strategic Goal: Health, Safety, and Well-Being

Installed new concrete drainage flumes at Founders Park.

Strategic Goal: Community Focused Government

Converted a basketball court at Community Park into a pickleball court.

Strategic Goal: Health, Safety, and Well-Being

Added a new Irrigation Technician to the Department.

Strategic Goal: Workforce

	BUDGET 2020-2021	BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024
<b>STAFFING</b>				
Parks and Recreation				
Supervisor	1.0	1.0	1.0	1.0
Irrigation Technician	0.0	0.0	1.0	1.0
Equipment Operator II	0.0	0.0	1.0	1.0
Equipment Operator I	1.0	1.0	3.0	4.0
Maintenance Worker	3.0	3.0	0.0	0.0
<b>TOTAL</b>	<b>5.0</b>	<b>116 5.0</b>	<b>6.0</b>	<b>7.0</b>

## 4B PARKS CONTINUED

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ACTIVITY DEMAND / ACTIVITY WORKLOAD					
MEASURE	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 TARGET	FY 2023 ACTUAL	FY 2024 TARGET
Rentals - Participants, Youth Sports Local Leagues	4,639	5,066	5,500		5,500
Rentals - Participants, Private Teams	4,243	13,898	10,000		12,000

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B PARKS

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$211,152	\$289,111	\$289,111	\$322,005
51130 OVERTIME	\$6,993	\$14,000	\$14,000	\$16,500
51140 LONGEVITY PAY	\$2,388	\$2,777	\$2,777	\$3,019
51310 TMRS	\$34,734	\$47,413	\$47,413	\$52,936
51410 HOSPITAL AND LIFE INSURANCE	\$41,434	\$63,447	\$63,447	\$84,811
51420 LONG-TERM DISABILITY	\$506	\$1,146	\$1,146	\$1,192
51440 FICA	\$13,322	\$18,965	\$18,965	\$21,174
51450 MEDICARE	\$3,116	\$4,435	\$4,435	\$4,952
51470 WORKERS COMP PREMIUM	\$2,642	\$3,045	\$4,183	\$5,287
51480 UNEMPLOYMENT COMP (TWC)	\$42	\$1,620	\$1,620	\$1,890
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$316,329</b>	<b>\$445,959</b>	<b>\$447,097</b>	<b>\$513,766</b>
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$26,300	\$32,800	\$32,800	\$0
52710 WEARING APPAREL AND UNIFORMS	\$0	\$4,320	\$4,320	\$740
52810 FOOD SUPPLIES	\$0	\$0	\$0	\$0
<b>TOTAL SUPPLIES</b>	<b>\$26,300</b>	<b>\$37,120</b>	<b>\$37,120</b>	<b>\$740</b>
54530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
56040 SPECIAL SERVICES	\$5,935	\$1,000	\$1,000	\$1,000
56210 TRAVEL AND TRAINING	\$0	\$0	\$0	\$1,500
56570 ENGINEERING/ARCHITECTURAL	\$0	\$50,000	\$50,000	\$50,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$5,935</b>	<b>\$51,000</b>	<b>\$51,000</b>	<b>\$52,500</b>
58110 LAND-PURCHASE PRICE	\$0	\$0	\$0	\$0
58150 LAND-BETTERMENTS	\$46,726	\$407,172	\$374,910	\$2,912,262
58510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
58530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
58570 ENGINEERING/ARCHITECTURAL	\$112,055	\$189,479	\$160,708	\$28,771
58830 FURNITURE AND FIXTURES	\$0	\$0	\$0	\$0
58840 OUTDOOR FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0
58850 MAJOR TOOLS AND EQUIPMENT	\$105,825	\$15,000	\$15,000	\$162,000
58910 BUILDINGS	\$0	\$30,000	\$30,000	\$0
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$264,606</b>	<b>\$641,651</b>	<b>\$580,618</b>	<b>\$3,103,033</b>
<b>TOTAL 4B PARKS</b>	<b>\$613,169</b>	<b>\$1,175,730</b>	<b>\$1,115,835</b>	<b>\$3,670,039</b>

# CITY OF WYLIE

## 4B RECREATION CENTER

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the operation of the Wylie Recreation Center. The Wylie Recreation Center supports the well-being of Wylie citizens by providing access to recreational and educational programs. The division ensures the ongoing operations and marketing of recreational programs at Wylie Recreation Center. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Continue assessing and adjusting services and amenities to meet the needs of guests.

Strategic Goal: Health, Safety, and Well-Being

Continue analyzing and addressing user fee gaps with the intent of supporting a percentage of cost recovery.

Strategic Goal: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

Notable facility improvements: added a concrete patio outside of the meeting room to enhance rentals, special events, and activities. Repaired the original (2010) mechanical lifts on the basketball goals that had recently become hazardous. A/V upgrade in the aerobic studio. Upgraded the A/V in the meeting room to encourage rental revenue.

Strategic Goal: Health, Safety, and Well-Being

Regained program momentum lost due to COVID-19. Summer Kick-Off attendance was at an all-time high of 3,078 participants. The Rec Center general attendance in May was the second highest on record at 34,310 (slightly lower than 2019: 34,947). Additional Christmas events were offered and all met maximum capacity. Several programs had waitlists.

Strategic Goal: Community Focused Government

Continued to upgrade fitness equipment.

Strategic Goal: Health, Safety, and Well-Being

Finances and marketing: Regular registered activity user fees were adjusted to recover costs. Printed pass/no pass rates in the Activity Menu for each activity rather than stating this as a general discount, switched from percentage discounts to flat rates, and increased the no pass rate to encourage pass sales. Secured multiple sponsorships to offset costs associated with Summer Kick-Off (this offering is subsidized by the 4B fund). Increased Rec Pass user fees, set fees to encourage the sale of auto-renew passes, added a teen pass, included childcare with all passes, and added virtual fitness classes to passes.

Strategic Goal: Community Focused Government

Met maximum activity programming capacity in the facility while preserving adequate open play times and offerings for pass holders.

Strategic Goal: Community Focused Government

Texas Recreation and Parks Society (TRAPS) Communication Award for Week in 30-Seconds, which is a 30-second weekly video recap of the Parks and Recreation Department happenings. The videos, available on social media, provide the City Council, upper management, and the Parks and Recreation Board with talking points.

Strategic Goal: Community Focused Government

Macaroni Kid Allen Family Favorite Awards: 1) Best Place for Free/Cheap Fun and 2) Best Family Membership.

Strategic Goal: Health, Safety, and Well-Being

Wylie News Readers Choice Award for Best Fitness Facility 2023.

Strategic Goal: Health, Safety, and Well-Being

## 4B RECREATION CENTER CONTINUED

<b>STAFFING</b>	<b>BUDGET 2020-2021</b>	<b>BUDGET 2021-2022</b>	<b>BUDGET 2022-2023</b>	<b>BUDGET 2023-2024</b>
Recreation Manager	1.0	1.0	0.0	0.0
Recreation Supervisor	1.0	1.0	2.0	2.0
Recreation Programmer	3.0	3.0	3.0	3.0
Building Attendant	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0
Guest Services Specialist	4.5	5.0	5.0	5.5
Recreation Monitor	13.0	13.0	13.0	13.0
<b>TOTAL</b>	<b>24.5</b>	<b>25.0</b>	<b>25.0</b>	<b>25.5</b>

<b>ACTIVITY DEMAND / ACTIVITY WORKLOAD</b>					
<b>MEASURE</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 TARGET</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 TARGET</b>
Attendance - General Hourly Headcount	267,705	330,307	335,000		350,000
Paid Activities - Participants	5,796	5,089	5,250		5,500
Rentals - Hours Per Year, Private Parties	183	500	500		525

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX RECREATION CENTER

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
51110 SALARIES	\$334,621	\$382,723	\$382,723	\$412,922
51112 SALARIES - PART TIME	\$525,495	\$625,162	\$625,162	\$604,213
51130 OVERTIME	\$4,335	\$7,000	\$7,000	\$7,000
51140 LONGEVITY PAY	\$2,560	\$2,838	\$2,838	\$2,645
51270 REC INSTRUCTOR PAY	\$55,410	\$60,000	\$60,000	\$60,000
51310 TMRS	\$79,275	\$85,545	\$85,545	\$89,050
51410 HOSPITAL AND LIFE INSURANCE	\$78,995	\$89,064	\$89,064	\$119,472
51420 LONG-TERM DISABILITY	\$937	\$1,393	\$1,393	\$1,528
51440 FICA	\$55,677	\$63,099	\$63,099	\$67,442
51450 MEDICARE	\$13,021	\$14,757	\$14,757	\$15,773
51470 WORKERS COMP PREMIUM	\$10,614	\$10,051	\$13,808	\$16,731
51480 UNEMPLOYMENT COMP (TWC)	\$4,005	\$5,400	\$5,400	\$5,940
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$1,164,945</b>	<b>\$1,347,033</b>	<b>\$1,350,789</b>	<b>\$1,402,716</b>
52010 OFFICE SUPPLIES	\$4,323	\$5,852	\$5,852	\$6,002
52130 TOOLS/ EQUIP (NON-CAPITAL)	\$16,611	\$20,220	\$20,220	\$20,220
52210 JANITORIAL SUPPLIES	\$11,040	\$28,479	\$28,479	\$29,979
52250 MEDICAL AND SURGICAL	\$3,701	\$4,420	\$4,420	\$3,980
52310 FUEL AND LUBRICANTS	\$1,274	\$6,300	\$6,300	\$6,300
52610 RECREATIONAL SUPPLIES	\$52,018	\$109,691	\$109,691	\$104,780
52650 RECREATION MERCHANDISE	\$7,396	\$7,475	\$7,475	\$12,175
52710 WEARING APPAREL AND UNIFORMS	\$3,057	\$7,470	\$7,470	\$4,670
52810 FOOD SUPPLIES	\$1,018	\$1,200	\$1,200	\$1,200
<b>TOTAL SUPPLIES</b>	<b>\$100,439</b>	<b>\$191,107</b>	<b>\$191,107</b>	<b>\$189,306</b>
54530 HEAVY EQUIPMENT	\$14,751	\$26,090	\$26,090	\$31,240
54910 BUILDINGS	\$30,072	\$31,720	\$31,720	\$34,720
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$44,823</b>	<b>\$57,810</b>	<b>\$57,810</b>	<b>\$65,960</b>
56040 SPECIAL SERVICES	\$77,517	\$91,370	\$91,370	\$103,370
56080 ADVERTISING	\$88,262	\$99,977	\$99,977	\$113,010
56110 COMMUNICATIONS	\$942	\$1,800	\$1,800	\$1,800
56140 REC CLASS EXPENSES	\$149,364	\$152,650	\$152,650	\$161,250
56180 RENTAL	\$722	\$3,300	\$3,300	\$3,300
56210 TRAVEL AND TRAINING	\$9,935	\$29,790	\$29,790	\$29,400
56250 DUES AND SUBSCRIPTIONS	\$8,175	\$13,532	\$13,532	\$15,038
56310 INSURANCE	\$34,033	\$40,000	\$40,000	\$48,000
56360 ACTIVENET ADMINISTRATIVE FEES	\$57,285	\$58,600	\$58,600	\$58,600
56610 UTILITIES-ELECTRIC	\$56,401	\$98,970	\$98,970	\$98,970
56630 UTILITIES-WATER	\$27,174	\$20,000	\$60,000	\$25,000
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$509,808</b>	<b>\$609,989</b>	<b>\$649,989</b>	<b>\$657,738</b>
<b>TOTAL RECREATION CENTER</b>	<b>\$1,820,015</b>	<b>\$2,205,939</b>	<b>\$2,249,695</b>	<b>\$2,315,720</b>



# CITY OF WYLIE

## 4B STONEHAVEN HOUSE

### DEPARTMENT DESCRIPTION

The Parks and Recreation Department 4B sales tax revenue supports the maintenance of Stonehaven House. This division ensures ongoing preservation of the past by maintaining the historic site. It is the mission of Wylie Parks and Recreation to spark connection with self, family, and community through meaningful park and recreation experiences.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Complete updates to the feasibility study and resume discussions with the Wylie Historical Society regarding possible site management partnerships.

Strategic Goals: Community Focused Government

### FISCAL YEAR 2023 ACCOMPLISHMENTS

n/a

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### STONEHAVEN HOUSE

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
54210 STREETS AND ALLEYS	\$0	\$0	\$0	\$0
54510 MOTOR VEHICLES	\$0	\$0	\$0	\$0
54530 HEAVY EQUIPMENT	\$0	\$0	\$0	\$0
54630 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0
54650 COMMUNICATIONS	\$0	\$0	\$0	\$0
54810 COMPUTER HARD/SOFTWARE	\$0	\$0	\$0	\$0
54910 BUILDINGS	\$0	\$121,000	\$1,000	\$121,000
<b>TOTAL MATERIALS FOR MAINTENANCE</b>	<b>\$0</b>	<b>\$121,000</b>	<b>\$1,000</b>	<b>\$121,000</b>
<b>TOTAL STONEHAVEN HOUSE</b>	<b>\$0</b>	<b>\$121,000</b>	<b>\$1,000</b>	<b>\$121,000</b>

**CITY OF WYLIE****4B SALES TAX REVENUE COMBINED SERVICES****DEPARTMENT DESCRIPTION**

This department reflects expenditures incurred by the City's 4B Sales Tax Revenue Fund, as a single entity, in the conduct of its operations. These expenditures include debt service payments, etc.

# PROPOSED BUDGET FY 2024

## 112-4B SALES TAX

### 4B COMBINED SERVICES

	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
56040 SPECIAL SERVICES	\$0	\$1,993	\$1,993	\$48,240
56310 INSURANCE	\$0	\$0	\$0	\$0
<b>TOTAL CONTRACTURAL SERVICES</b>	<b>\$0</b>	<b>\$1,993</b>	<b>\$1,993</b>	<b>\$48,240</b>
59125 TRANSFER TO RECREATION FUND	\$0	\$0	\$0	\$0
59132 TRANSFER TO 4B DEBT SERVICE	\$383,625	\$388,050	\$388,050	\$165,000
59430 TRANSFER TO CAPITAL PROJ FUND	\$0	\$0	\$1,275,000	\$222,065
<b>TOTAL OTHER FINANCING (USES)</b>	<b>\$383,625</b>	<b>\$388,050</b>	<b>\$1,663,050</b>	<b>\$387,065</b>
<b>TOTAL 4B COMBINED SERVICES</b>	<b>\$383,625</b>	<b>\$390,043</b>	<b>\$1,665,043</b>	<b>\$435,305</b>