



RITA G. JONSE, MAYOR
GENE KRUPPA, MAYOR PRO-TEM, PLACE 1
MARIA AMEZCUA, PLACE 2
ANNE WEIR, PLACE 3
ZINDIA PIERSON, PLACE 4
REBECCA DAVIES, PLACE 5
TODD SHANER, PLACE 6

CITY COUNCIL REGULAR MEETING AGENDA

WEDNESDAY, AUGUST 16, 2017

7:00 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PRESENTATION

1. Presentation of Certificate of Appointment by Mayor Pro-Tem Kruppa and Oath-of-Office to Newly Appointed Council Member, Place 6 – Todd Shaner by City Secretary. Thomas Bolt, City Manager

PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Council. To address the City Council, please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE CITY COUNCIL DURING PUBLIC COMMENTS.

CONSENT AGENDA

The following Items will be enacted by one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the item will be removed from the consent agenda and considered separately.

2. Consideration, discussion, and possible action to approve the City Council Minutes of the August 2, 2017, Joint Workshop Meeting. Lluvia Tijerina, City Secretary
3. Consideration, discussion, and possible action on acceptance of the July, 2017 Departmental Reports: Thomas Bolt, City Manager
 - Development Services – Scott Dunlop
 - Police – Chief Ryan Phipps
 - Municipal Court – Sarah Friberg
 - Public Works – Mike Tuley

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| 4. Consideration, discussion, and possible action on the acceptance of the unaudited July 2017 Monthly Financial Report. | Thomas Bolt, City Manager |
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PUBLIC HEARING

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| 5. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen. | Thomas Bolt, City Manager |
| 6. Conduct the first public hearing on the FY 2017-2018 Proposed Annual Budget of the City of Manor, Texas. | Thomas Bolt, City Manager |
| 7. Conduct the first public hearing on the FY 2017-2018 Proposed Property Tax Rate of the City of Manor, Texas. | Thomas Bolt, City Manager |

REGULAR AGENDA

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| 8. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen. | Thomas Bolt, City Manager |
| 9. Consideration, discussion, and possible action on City owned equipment and fleet to be auctioned off. | Mike Tuley, Director of Public Works |
| 10. Consideration and possible action on a letter agreement with Cottonwood Holdings Ltd regarding ShadowView Commercial Section 3 Construction Plans and Final Plat and Abandonment of a portion of Manor Downs. | Thomas Bolt, City Manager |
| 11. Consideration and possible action on an ordinance providing for the closure and abandonment of portions of the Manor Downs right-of-way and authorizing exchange of said portion of Manor Downs for other right-of-way and providing for related matters. | Thomas Bolt, City Manager |
| 12. Consideration and possible action on a Deposit and Reimbursement Agreement for Proposed Public Improvement District (EntradaGlen). | Thomas Bolt, City Manager |
| 13. Consideration and possible action on an Agreement for Manor Public Improvement District Feasibility and Formation Services (EntradaGlen) with P3Works, LLC. | Thomas Bolt, City Manager |
| 14. Consideration and possible action on an Agreement for Manor Public Improvement District Feasibility and Formation (Sky Village) with P3Works, LLC. | Thomas Bolt, City Manager |
| 15. Consideration, discussion, and possible action on a first reading of an ordinance annexing land located in Travis County, Texas that is adjacent and contiguous territory to the City and approving a service plan for the annexed area. | Scott Dunlop, Planning Coordinator |
| 16. Consideration, discussion, and possible action on a waiver from Manor Code of Ordinances, Chapter 14, Article 14.02 Zoning Ordinance, Exhibit A Zoning Ordinance, Article III Site Development Plan Requirements and Special Provisions for Abstract 546 Survey 40 Manor J Acres 0.671, locally known as 416-418 West Parsons Street. | Scott Dunlop, Planning Coordinator |
| 17. Consideration, discussion, and possible action on an engagement letter to provide consulting services for the City related to Water and Wastewater System by completing a Financial Planning and Rate Study. | Thomas Bolt, City Manager |

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| 18. Consideration, discussion, and possible action on approving the H.O.T Funds application from the Lions Club of Manor in the amount of \$5,000.00. | Lydia Collins, Director of Finance |
| 19. Consideration and Direction to City Staff Regarding Possible Amendments to the City of Manor, City Charter (Requested by Mayor Pro Tem Kruppa). | Gene Kruppa, Mayor Pro Tem |

ADJOURNMENT

In addition to any executive session already listed above, the City Council for the City of Manor reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code for the following purposes:

§551.071 Consultation with Attorney
§551.072 Deliberations regarding Real Property
§551.073 Deliberations regarding Gifts and Donations
§551.074 Personnel Matters
§551.076 Deliberations regarding Security Devices
§551.087 Deliberations regarding Economic Development Negotiations

POSTING CERTIFICATION

I, the undersigned authority, do hereby certify that this notice of the Manor City Council was posted on this 11th day of August, 2017 by 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code and remained posted for at least two hours after said meeting was convened.

Lluvia Tijerina
City Secretary

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail ltijerina@cityofmanor.org.

I certify that this public notice was removed from the bulletin board at the Manor City Hall on:

_____, 2017 at _____ am/pm by _____.
City Secretary's Office
City of Manor, Texas



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Presentation of Certificate of Appointment by Mayor Pro-Tem Kruppa and Oath-of-Office to Newly Appointed Council Member, Place 6 – Todd Shaner by City Secretary.

BACKGROUND/SUMMARY:

PRESENTATION: ☒ YES ☐ NO

ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

STAFF RECOMMENDATION:

It is City staff's recommendation that Mayor Pro-Tem Kruppa present the Certificate of Appointment and City Secretary administer the oath-of-office to newly appointed Council Member, Place 6 - Todd Shaner.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Lluvia Tijerina, City Secretary

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council Minutes of the August 2, 2017, Joint Workshop Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Minutes for August 2, 2017, Joint Workshop Meeting

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the City Council Minutes for the August 2, 2017, Joint Workshop Meeting.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



**CITY COUNCIL & PLANNING & ZONING COMMISSION
JOINT WORKSHOP SESSION MINUTES
AUGUST 2, 2017**

Present:

Rita Jonse, Mayor

Council Members:

Gene Kruppa, Mayor Pro Tem, Place 1
Maria Amezcua, Place 2
Anne R. Weir, Place 3
Zindia Pierson, Place 4
Rebecca Davies, Place 5
VACANT, Place 6

City Staff:

Thomas Bolt, City Manager
Lluvia Tijerina, City Secretary
Scott Dunlop, Planning Coordinator
Paige Saenz, City Attorney
Frank Phelan, City Engineer

WORKSHOP SESSION – 6:30 P.M.

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Rita Jonse at 6:30 p.m. on Wednesday, August 2, 2017, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Scott Dunlop, Development Coordinator, led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

WORKSHOP SESSION

- 1. Presentation and discussion on a Development Agreement to include a PID, TIRZ, financing for a Wastewater Package Treatment Plant, Community Public Pool (All Manor Residents), Planned Unit Development (PUD) which will establish property development regulations including lot size reductions.**

City Manager Bolt explained the negotiations with Sky Village and the development agreement approved several years ago, by City Council. He discussed the concerns the City has regarding the 50-foot wide lots of the property. He stated the developer shouldn't have to spend any more money trying to move a project forward that didn't have the support by the Planning and Zoning Commission or City Council. He advised in order to move forward the City and developer will need to come to an agreement regarding the lot sizes of the property and what will be acceptable for the City. He advised the session is a workshop and invited Planning and Zoning Commission and Council to ask questions as needed.

At the request of City Manager Bolt, Brett Burke with Kimley-Horn briefly explained the Overall Sky Village presentation and introduced Sean Compton with TBG Partners.

Sean Compton, with TBG Partners, conducted the attached PowerPoint Presentation regarding the Sky Village Overall Development for City Council consideration.

Mr. Compton explained the community characteristics of the PUD: Community Plan, Residential Character, and Public & Resident Amenity and Open Space Features. He discussed the developer commitment that is not part of the PUD and is being dealt separately by the development agreement: Waste Water Treatment Plan; Water Distribution to allow City Service; Major Street Connections; Public Amenities; and Greenbelt & Trails.

Mr. Compton discussed the community plan and explained the community features. He discussed Old Kimbro Road upgrades and extensions for future connections beyond the PUD. He also explained how the rest of the street system will encourage a walkable environment. Mr. Compton explained the connections to open space and the trail systems for the community. He discussed the neighborhood pocket parks and the location of the Community Center.

The discussion was held regarding the residential types of homes. Mr. Compton pointed out the sizes of the homes that are going to be in each phase of the entire project. He explained the streetscape characteristics and discussed the façade with elevation design features of the homes that articulate to the first floor. He advised what should be avoided on the street facing façade homes. He stated what will be mandated in the PUD was a very attractive streetscape scene throughout the community.

Julie Leonard, Planning and Zoning Commissioner inquired about the interior design of the homes. Mr. Compton confirmed the interior design of the homes are a part of the design but stated the balance of the homes is more important. Mr. Compton stated creating a community was very important and the character of the homes should emphasize the house, not the garage.

The discussion was held regarding the four types of the garage placement. Mr. Compton briefly explained and discussed the following types of a garage for homes; Type one (1) Project Garage; Type two (2) Recessed Garage; Type three (3) Detached Rear Garage; and Type four (4) Alley Loaded.

Mr. Compton discussed the corner lots & street intersection façade character of the homes. The discussion was held regarding the medium density residential area across the community pool. Mr. Compton explained the types of homes that will be in that specific area. He stated there will be a higher density in that specific location and clarified the benefit of the HOA was to take care of all the grounds to maintain a low maintenance life style. He also discussed the visitor parking and the commercial store close to the community pool.

The discussion was held regarding the percentages of the size and lot types of the homes that will be part of the whole project. Mr. Compton stated that the plan is not finalized and was presenting a dialog to Council for review. He indicated that the whole project would consist of 1450 to 1550 total dwelling homes over four (4) phases.

Council Member Davies questioned the percentage of the Medium Density area. Brett Burke with Kimley-Horn explained the sizes of the homes in that specific area. Council Member Davies stated she would like to see the percentage for the medium density location. Mr. Burke confirmed he would provide percentage to City Council.

Lian Stutsman, Planning and Zoning Commissioner inquired about the connection trails in Phase 1. The discussion was held regarding the connection of the trails and sidewalks of the subdivision. Ms. Stutsman expressed her concerns for the community and stated the tension that has been created regarding the separation of the neighborhood. She also inquired about the sizes of the homes.

City Manager Bolt explained the sizes and square footage of the homes and stated they will be similar to LGI homes. He also stated homes will be larger with more masonry product. He confirmed there will not be any duplexes in the area.

Julie Leonard, Planning and Zoning Commissioner inquired about the setbacks of the project. Sean Compton, with TBG Partners clarified on only using standard City of Manor setbacks.

Sean Compton explained the Olympic size pool amenity in the community and the features it will have. Julie Stutsman, Planning and Zoning Commissioner inquired if there was a community center being proposed or if it was only the pool. Mr. Compton confirmed at this time the proposal was only for the pool.

The discussion was held regarding other amenities in the community that will be provided. Mr. Compton described the playgrounds and trails and open used space that will be part of the project.

Keith Miller, Planning and Zoning Commissioner inquired about the parking in the pool area for nonresidents. Mr. Compton discussed the street parking and stated he didn't have a design for any other type of parking. He explained the advantages of the street parking vs parking in the community. He stated they would like to promote walking and the use of the trails in the community.

Mayor Jonse inquired about the collectors road in Phase 1 and Phase 2. She expressed her concerns on how far the road was from the subdivision. City Manager Bolt explained how the roads will be required to be built once the project has been completed. Mr. Compton explained the road that is being proposed in the project.

Mayor Jonse advised homes with the alleys will be more appealing for the subdivision. The discussion was held regarding the alley garage and benefits it will have to the residents. Mayor Jonse inquired about the visitor's parking in the plan. Mr. Compton described where all visitor's parking was being proposed. City Manager Bolt advised a site plan will need to be presented and approved for development.

Mayor Jonse inquired about the difference between the first house on a block vs the remaining homes on the same side of the street in a subdivision. She expressed her concerns and how deceiving it can look. Mr. Compton clarified the streetscape character of the homes and what the minimum upgrades all homes will have in the project. Mayor Jonse advised she didn't want to see that type of development.

Council Member Davies inquired about the alley garage access and requested clarification of the parking regulations. The discussion was held regarding the parking in front of the homes and the back-alley parking. Council Member Davies questioned about the size of space available for the home owner. Mr. Compton explained the different designs of the home and stated that he will work with the City regarding the design of the garage. He advised an HOA will be mandatory to regulate any violations. City Manager Bolt clarified how successful HOA rules are to a community and suggested that the HOA could have restrictions limiting the time parking on the streets. He stated the City will not be involved in the decisions. Mr. Compton discussed the transparent process and how they will work with City staff to finalize the details and points of the development.

City Manager Bolt discussed the development agreement that was amended to include the 264 lots inquired to be rolled in the larger agreement. He expressed his concerns of having only 45' lot sizes for future phases of the development.

Julie Leonard, Planning and Zoning Commissioner inquired about the street crossing and designs of the homes. Lian Stutsman, Planning and Zoning Commissioner inquired about the 50' wide lots. The discussion was held regarding the different sizes of the homes in Phase 1 and what had been approved for the development. City Manager Bolt stated what was in questioned of the development was the lot sizes and amenities of the plan.

Council Member Weir inquired about the ADA compliance of the project. Mr. Compton explained the state regulations will be followed for the development.

Mayor Jonse inquired about the pricing of the homes that will be developed. Brett Burke with Kimley-Horn stated the starting home price range will be between \$225k to \$250k.

Council Member Kruppa inquired about the total dwelling units being proposed. He expressed his concerns regarding the lot sizes of the medium density units that are being included. City Manager Bolt explained the medium density portion was a separate portion and stated it had nothing to do with the total dwelling units being proposed. Council Member Kruppa questioned the acreage of the homes. City Manager Bolt explained how the overall acreage of the density will meet the requirements.

Julie Leonard, Planning and Zoning Commissioner advised adding parking in the community pool area and all other major areas of the development will benefit the community. Council Member Pierson clarified her understanding of the off-site parking for the community pool. Mr. Compton clarified the off-site parking being proposed and stated he didn't have the details of how many parking spaces will be developed. City Manager Bolt advised parking in the community will be more beneficial than having the off-site parking on the street. Council Member Pierson expressed her concerns regarding the parking for Manor residents to enjoy the community pool.

City Manager Bolt stated he liked what was being presented but still had some concerns. He stated there are many pieces that would benefit the City but small issues will need to be defined.

Mr. Compton stated he would like to work together to define all issues and thanked the Planning and Zoning Commission and the City Council for coming together and inviting them to the workshop to discuss the whole development.

Mayor Jonse inquired about the condominiums being proposed and questioned where they will be built. Mr. Compton explained the medium density residential area where the condominiums will be built as part of Phase 2.

Pete Dwyer, 9900 Highway 290 E. Manor, Texas spoke before the City Council in support of this item. He expressed his concerns regarding the bridge crossing that was proposed in the previous Sky Village development. Mr. Dwyer stated that all previous provisions that were made to Sky Village are being rewritten for the new developer. He advised and encouraged the developer to add a crossing for the residents to be able to have a way out of the community.

Talley Williams with MetCalfe Wolff Stuart & Williams, LLP spoke before the City Council regarding her concerns of the project. She stated what was being proposed was very beneficial to the City. She clarified the agreement was still under negotiation and stated the project needs to be seen as a whole. She stated the City was receiving a lot of amenities and was concerned about the cost of the project for the developer. Council Member Amezcua inquired about the pool amenity and asked for clarification of the proposed pool and the community center. Ms. Williams clarified the proposal was only for the community pool.

With no further discussion, the joint workshop session of the Manor City Council was adjourned at 7:34 p.m. on Wednesday, August 2, 2017.

No action was taken.

2. Presentation and discussion on amendments to the Shadowglen Phase 3 Development Agreement.

The City staff's recommendation was that the City Council take no action.

No action was taken.

CONSENT AGENDA

3. Consideration, discussion, and possible action to approve the City Council Minutes:

- June 21, 2017, Regular Meeting
- July 19, 2017, Regular Meeting

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to approve the minutes for the June 21, 2017, City Council Regular Meeting; and the July 19, 2017, City Council Regular Meeting. The motion carried unanimously.

PUBLIC HEARING

4. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen.

Pete Dwyer, 9900 Highway 290E. Manor, Texas, spoke before the City Council regarding the EntradaGlen PID. He discussed the PID binder that was provided to City Council and explained all that has been done to be in compliance with the City. Mr. Dwyer explained the Fiscal Impact Statement enclosed in the PID Binder and the benefit to the City of Manor with tax revenue and fees and the increase of property taxes. He is requesting for the City Council to create the PID. He also stated that his legal counsel was present to address any questions posed by the City Council. Mr. Dwyer explained the amenities of the PID and the extension of Gregg Manor Rd. He stated the project had been designed and submitted.

At the request of City Manager Bolt, Paige Saenz, City Attorney spoke regarding one item that needed to be addressed before creating the PID. She stated the City will need to have boundaries without additional documentation, in addition, to have an agreement with the property owner stating that if certain events didn't happen within a certain period the PID will then be dissolved. She explained in order to dissolve the PID the City will need to have a petition from the property owner. She stated once the PID is formed it couldn't be dissolved without the petition from the property owner requesting it. She advised the PID could be created and at the same time approve an agreement stating if certain milestones weren't reached in a specific time then the agreement will constitute the petition to dissolve the PID. She stated the agreement will be filed in the property records for future owners. City Attorney Saenz recommended the approval to create the PID and the agreement could be done on the next City Council meeting, August 16, 2017.

Council Member Pierson commented if the item was delayed would the agreement be ready for the next City Council meeting. City Attorney Saenz confirmed all that was needed was the agreement. She stated a contract was not prepared and the item wasn't on the agenda. She confirmed the contract would be ready for approval at the next City Council meeting.

Sharon Smith, with Armbrust & Brown, spoke before City Council regarding the delay of the item. Ms. Smith stated she represented the client and didn't understand why the contract was so important to the City. She expressed her concerns and advised she was open for discussion if there were other issues with the City that they were not aware of.

Mr. Dwyer spoke regarding the HEB letter and the meeting he had with an HEB representative. He stated HEB was very interested in the approval of the PID. Mr. Dwyer stated that all City staff had been great throughout the process and was willing to wait for the creation of the PID if needed. City Attorney Saenz advised the importance of the agreement to the City and the client.

City Manager Bolt advised the City staff's recommendation was to recess the item to the next City Council meeting on August 16, 2017.

Mr. Dwyer thanked the City Council and staff for their time.

Danny Burnett, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not wish to speak.

Rick Rosenberg, 8140 N. Mo Pac Expressway, Austin, Texas, submitted a card in support of this item; however, he did not wish to speak but was available for any questions.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council regular meeting. The motion carried unanimously.

REGULAR AGENDA

5. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council postpone the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council meeting.

Paige Saenz, City Attorney was present to address any questions posed by the City Council.

City Manager Bolt advised the City staff's recommendation was to postpone the item to the next City Council on August 16, 2017.

Council Member Kruppa inquired if the agreement would be beneficial to the City and to the petitioner. City Attorney Saenz confirmed and explained the importance of the boundaries to be created and how it would benefit the City and petitioner. Council Member Kruppa expressed his concerns about the delay and advised for the transition to move forward and smoothly.

Pete Dwyer, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not speak.

Danny Burnett, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not wish to speak.

Rick Rosenberg, 8140 N. Mo Pac Expressway, Austin, Texas, submitted a card in support of this item; however, he did not wish to speak but was available for any questions.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to postpone the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council regular meeting. The motion carried unanimously.

6. Consideration, discussion, and possible action to approve a resolution calling the November 7, 2017, General Election.

The City staff's recommendation was that the City Council approve a resolution calling the November 7, 2017, General Election.

Lluvia Tijerina, City Secretary, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to approve the resolution calling the November 7, 2017, General Election. The motion carried unanimously.

7. Consideration, discussion, and possible action of the FY 2017-2018 Proposed Annual Budget and Tax Rate.

The City staff's recommendation was that the City Council set the Public Hearings on the FY 2017-2018 proposed Annual Budget and Tax Rate of the City of Manor, Texas for August 16, 2017, at 7:00 p.m. and September 6, 2017, at 7:00 p.m.

Thomas Bolt, City Manager, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to set the Public Hearings on the FY 2017-2018 proposed Annual Budget and Tax Rate of the City of Manor, Texas for August 16, 2017, at 7:00 p.m. and September 6, 2017, at 7:00 p.m. The motion carried unanimously.

8. Consideration, discussion, and possible action on professional services for the City of Manor Cemetery.

The City staff's recommendation was that the City Council approve up to \$7500.00 for the work to be completed in the proposal payable to Kenneth Taylor Cemetery Service using Hotel Tax Funds.

Thomas Bolt, City Manager, discussed the proposal being presented and cost of the repairs. The discussion was held regarding the scope of work that will be done in the cemetery.

Mayor Jonse requested clarification on the amount being approved. City Manager Bolt explained the proposal amount and stated the vendor would submit an invoice that could total up to \$7500.00 only.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Amezcua, the Council voted five (5) For and one (1) Against to approve up to \$7500.00 for the work to be completed in the proposal payable to Kenneth Taylor Cemetery Service using Hotel Tax Funds. Council Member Pierson voted against. The motion carried.

9. Consideration, discussion, and possible action to accept the resignation of Council Member, Place 6 Ryan Stone and declare a vacancy.

It is City staff's recommendation that the City Council accept the resignation of Council Member, Place 6 Ryan Stone and declare a vacancy.

City Manager Bolt explained the vacancy to the City Council.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to accept the resignation of Council Member, Place 6 Ryan Stone and declared a vacancy. The motion carried unanimously.

EXECUTIVE SESSION

In accordance with Texas Government Code, Subchapter D, Section 551.071 Texas Government Code; Section 551.074, Personnel Matters – *of a Person to Fill Council Member, Place 6 vacancy for the Remainder of the Unexpired Term Until the Election of a Person to Serve* the Manor City Council convened into Executive Session at 7:59 p.m., on Wednesday, August 2, 2017, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 8:36 p.m. on Wednesday, August 2, 2017.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to act on item(s) discussed during Closed Executive Session.

Mayor Jonse reconvened the Open Session of the Manor City Council at 8:36 p.m. on Wednesday, August 2, 2017, in the Council Chambers of the Manor City Hall.

10. Take action as deemed appropriate in the City Council's discretion regarding the City Council, Place 6 vacancy.

It is City staff's recommendation that the City Council appoint a person to fill Council Member, Place 6 vacancy for the remainder of the unexpired term until the election of a person to serve.

Thomas Bolt, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted five (5) For and none (0) Against to appoint Todd Shaner to fill Council Member, Place 6 vacancy. Council Member Weir abstained. The motion carried.

Mayor Jonse recognized and thanked Council Member Pierson for the great job she did in writing the article published in the TML Magazine.

ADJOURNMENT

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to adjourn the regular session of the Manor City Council at 8:38 p.m. on Wednesday, August 2, 2017. The motion carried.

These minutes approved by the Manor City Council on the 16th day of August 2017.

APPROVE:

Rita G. Jonse
Mayor

ATTEST:

Lluvia Tijerina
City Secretary

OVERALL SKY VILLAGE PRESENTATION

AUGUST 2ND 2017



METCALFE WOLFF
STUART & WILLIAMS, LLP
MetcalfeWolffStuartWilliams.com



Kimley»Horn
Expect More. Experience Better.

August 02, 2017

COMMUNITY CHARACTERISTICS OF PUD

Community Plan

Residential Character

Public & Resident Amenity
and Open Space Features

DEVELOPER COMMITMENT

Waste Water Treatment Plan

Water Distribution to Allow City Service

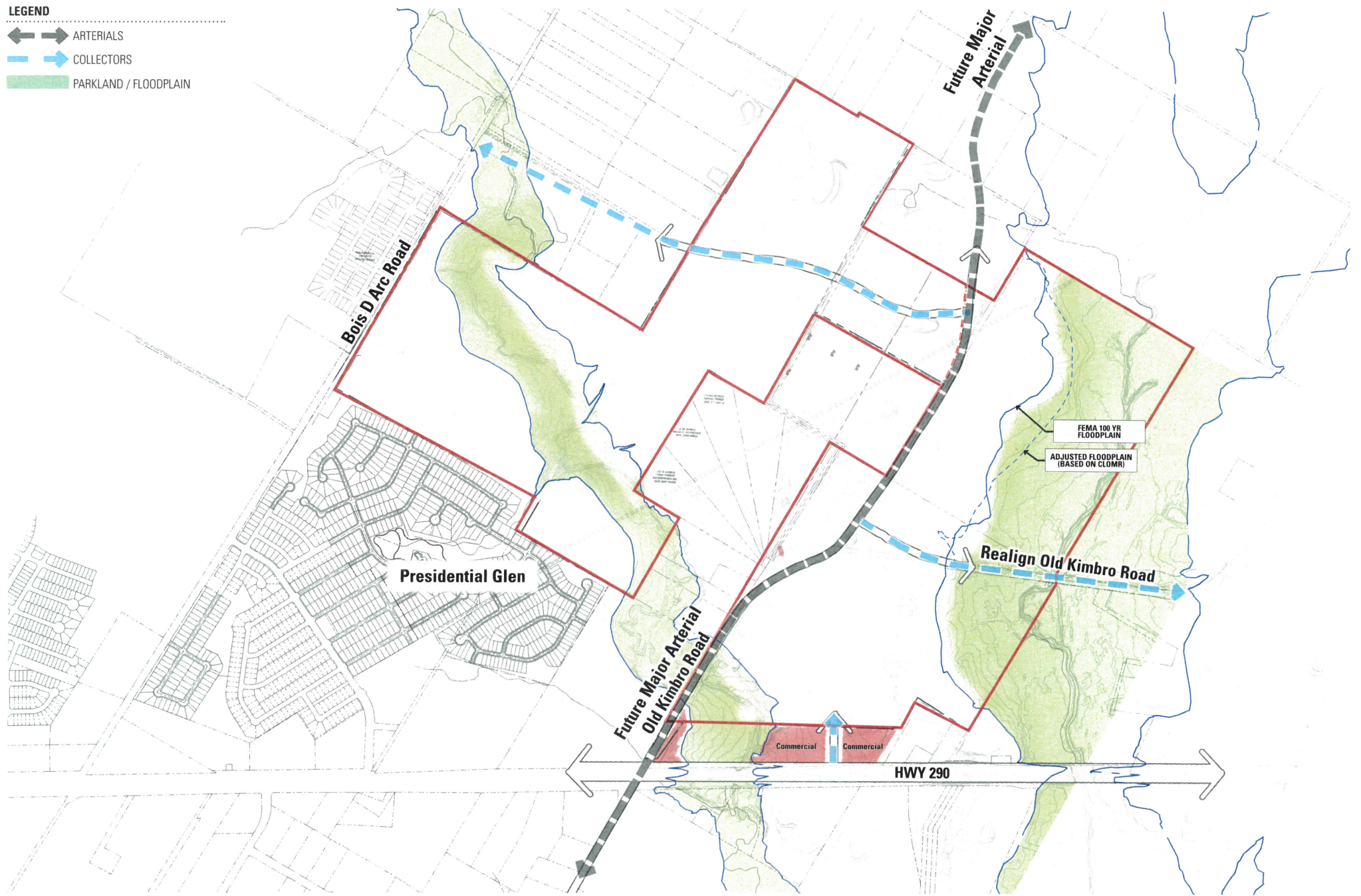
Major Street Connections

Public Amenities

Greenbelt & Trails

LEGEND

- ARTERIALS
- COLLECTORS
- PARKLAND / FLOODPLAIN



COMMUNITY PLAN

LEGEND

- ARTERIALS
- COLLECTORS
- PARKLAND / FLOODPLAIN
- TRAILS



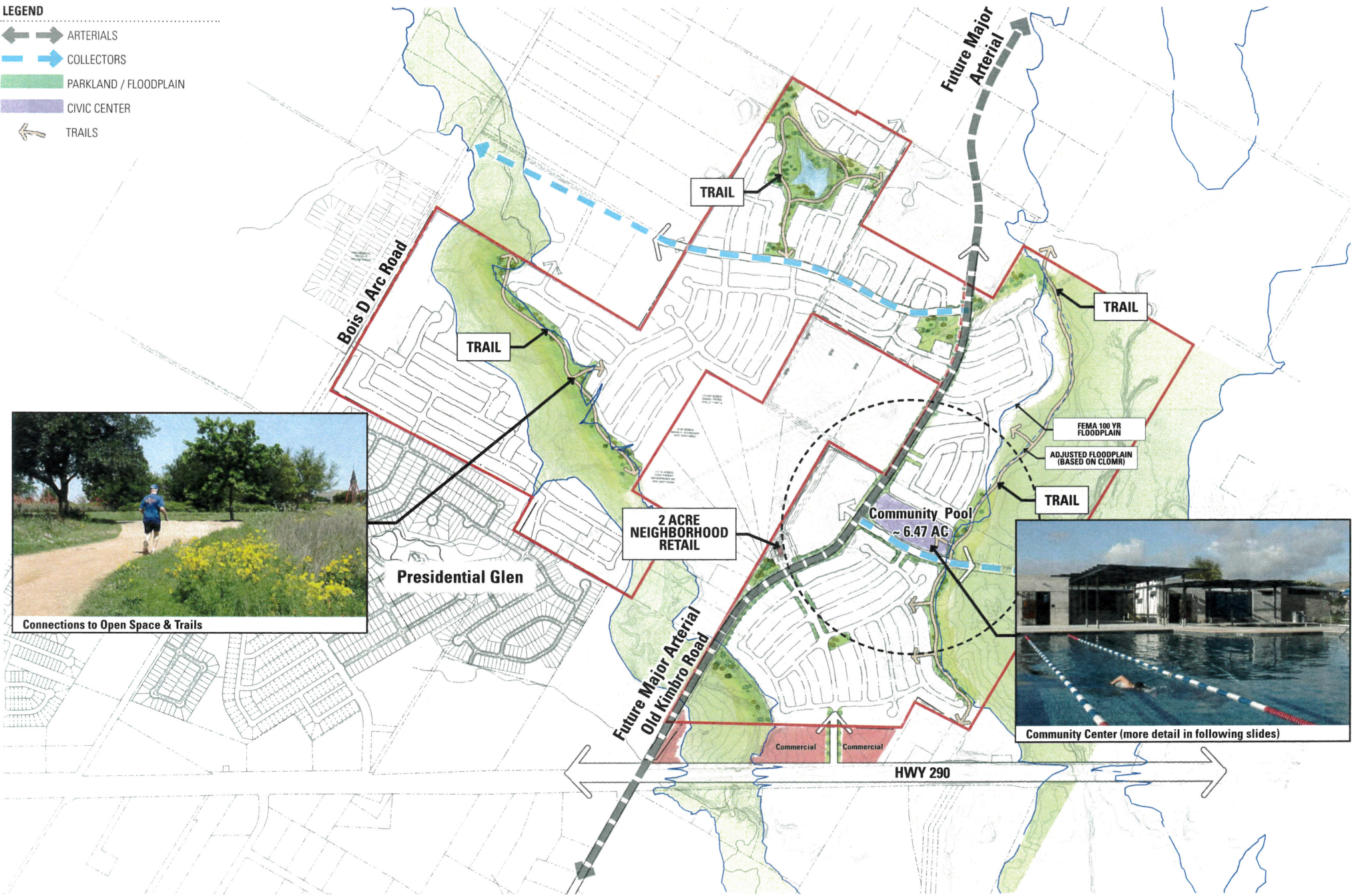
LEGEND

- ARTERIALS
- COLLECTORS
- PARKLAND / FLOODPLAIN



LEGEND

- ARTERIALS
- COLLECTORS
- PARKLAND / FLOODPLAIN
- CIVIC CENTER
- TRAILS

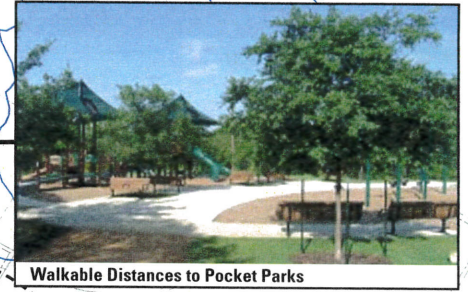


LEGEND

-  ARTERIALS
-  COLLECTORS
-  PARKLAND / FLOODPLAIN
-  CIVIC CENTER
-  TRAILS



Connections to Natural Features and Pocket Parks



Walkable Distances to Pocket Parks



Connections to Open Space & Trails



Community Center (more detail in following slides)



LEGEND

ARTERIALS

COLLECTORS

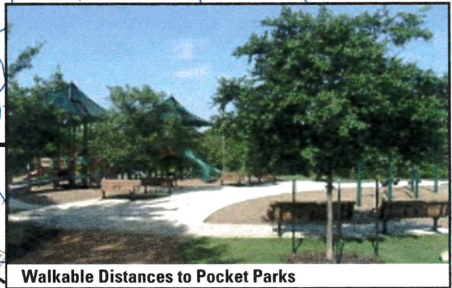
PARKLAND / FLOODPLAIN

CIVIC CENTER

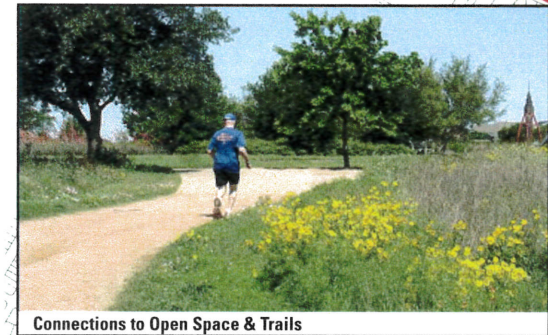
TRAILS



Connections to Natural Features and Pocket Parks



Walkable Distances to Pocket Parks



Connections to Open Space & Trails

| Project Summary | | | | |
|--|-----------------------------------|------------|------------|-------------|
| | 55' x 125' | 50' x 125' | 45' x 125' | Med Density |
| Overall Sky Village | (more detail in following slides) | | | |
| *This graphic depiction is intended as a general level representation based on the best information available and is subject to change without notice. | | | | |



RESIDENTIAL TYPES



Arterial & Collector Roads



Neighborhood Roads

SINGLE FAMILY / **STREETSCAPE CHARACTER**



Façade with elevation design features, first floor articulation and detached rear garage



Example of façade with elevation design features, individual garage doors (projecting), and articulation of first story



Example of façade treatment through first and second floor articulation, elevation design features, color selection of garage doors (projecting)



Example of elevation design features



Avoid: flat and boxy 2-story facade with low-pitched roof and lacking elevation design features

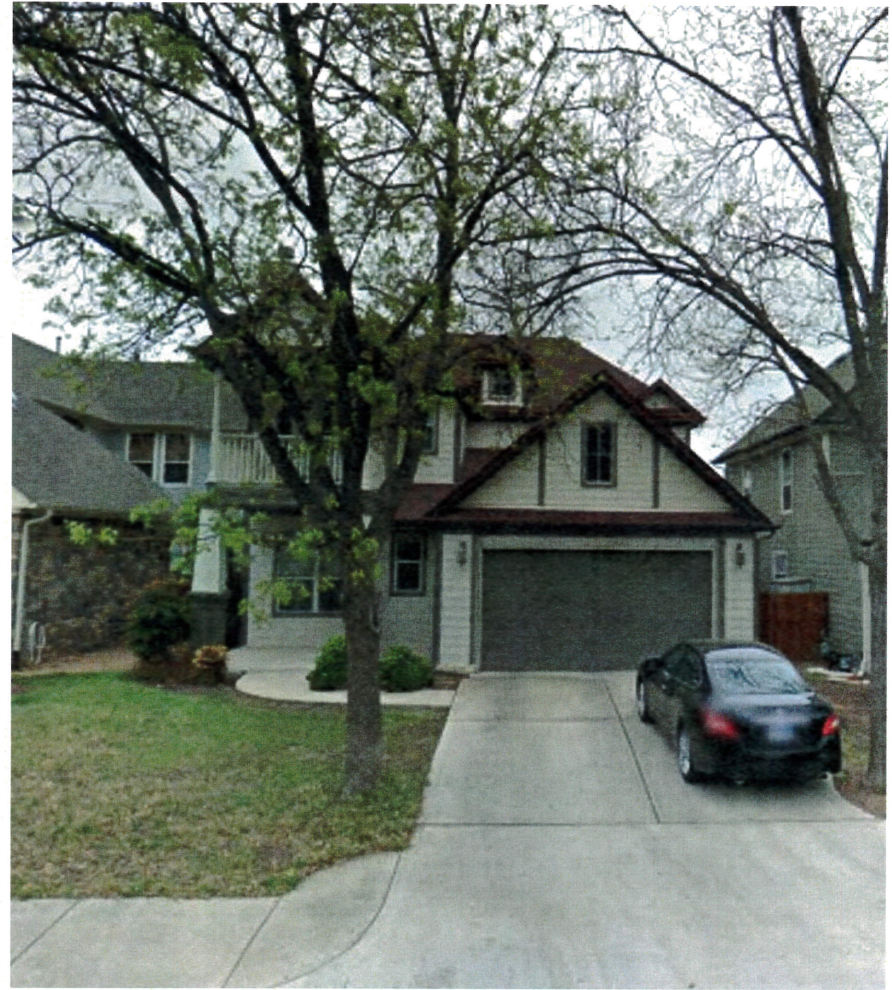
SINGLE FAMILY / STREET FACING FACADE CHARACTER



Projecting garage – example integration of masonry siding matching façade, good detailing, trim and color selection

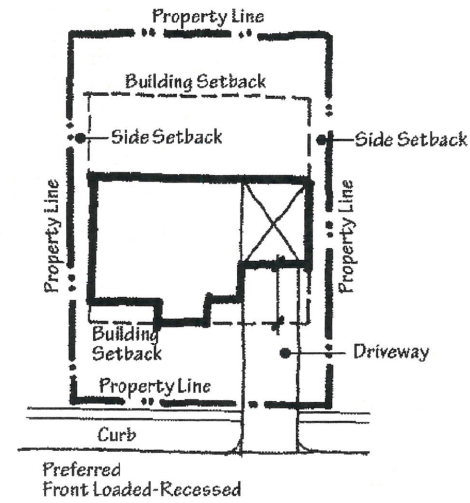
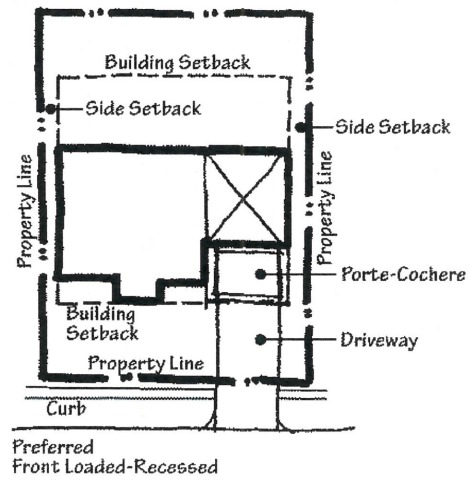


Projecting garage – example showing windows on door, detailing and trim and good color selection



Projecting garage- example of integration of siding on garage trim, accent lights, accent colors, articulation of first story level, detailing on garage door, gable and centered window above

SINGLE FAMILY / GARAGE PLACEMENT - PROJECTING

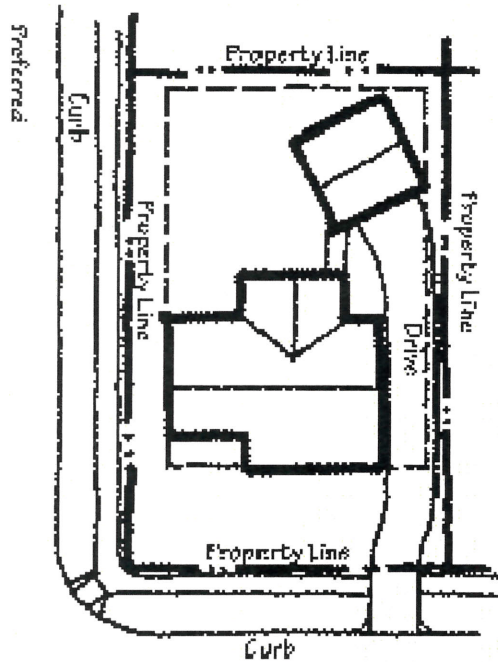


Street facing garage with a large eave and individual garage doors



Recessed front garage creates a shadow line and emphasis on the rest of the facade

SINGLE FAMILY / **GARAGE PLACEMENT - RECESSED GARAGE**



Example of detached rear garage

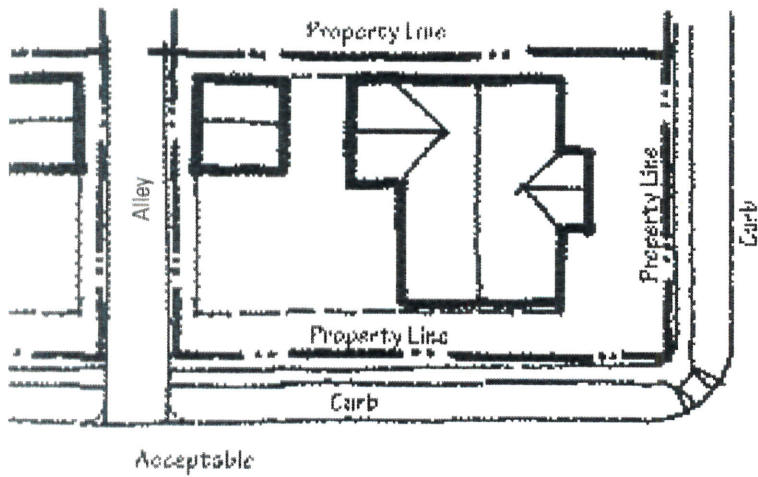


Example of detached rear garage



Example of detached rear garage

SINGLE FAMILY / **GARAGE PLACEMENT- REAR**



SINGLE FAMILY / **GARAGE PLACEMENT- ALLEY LOADED**

August 02, 2017



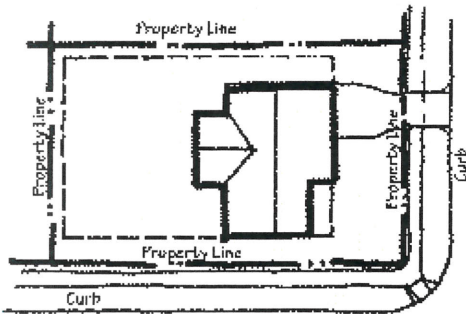
Corner lot/ street facing facades – continuation of elevation design features



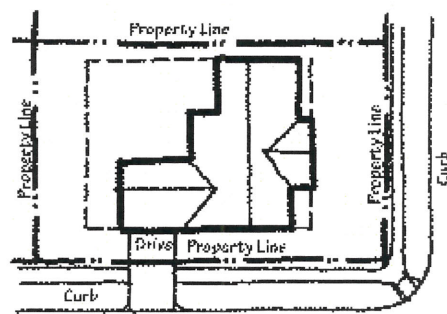
Avoid: Side street-facing facade that lacks elevation design



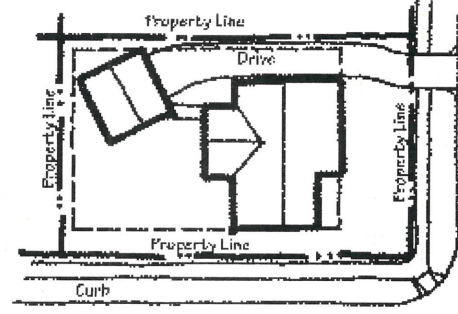
Avoid: Side street facing façade that lacks elevation design



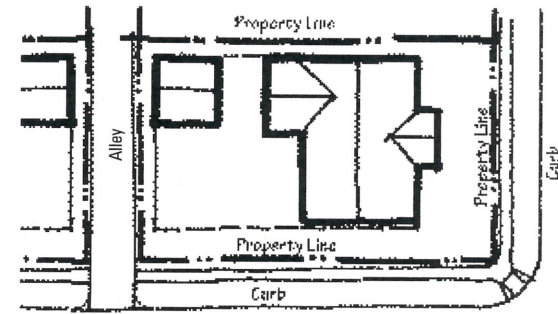
Acceptable



Permitted



Preferred



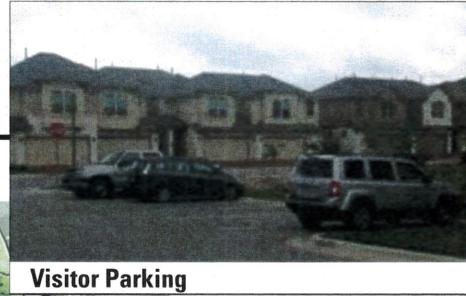
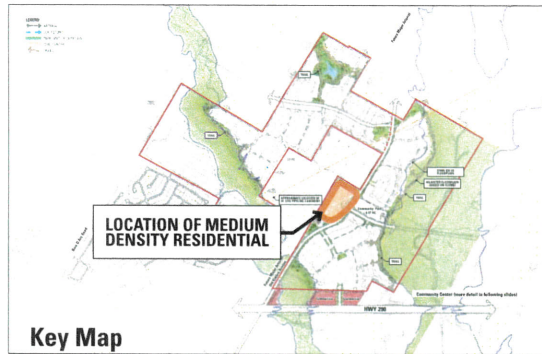
Acceptable

SINGLE FAMILY / CORNER LOTS & STREET INTERSECTION FACADE CHARACTER



Project Summary

| | 55' x 125' | 50' x 125' | 45' x 125' | Med Density | Total |
|----------------------------|--------------------------|--------------------------|--------------------------|--|-----------------------|
| Overall Sky Village | 25% Min. of Total Mix | 50% Max. of Total Mix | 25% Max. of Total Mix | Designated Area near Neighborhood Commercial | 1,450-1,550 DU |



Medium Density Residential

Community Character

MEDIUM DENSITY RESIDENTIAL / ARRANGEMENT & CHARACTER

August 02, 2017

**ALL MANOR RESIDENTS & COMMUNITY
OPEN SPACE & AMENITY USES**



OVERALL SKY VILLAGE / **OLYMPIC SIZED POOL**

August 02, 2017



OVERALL SKY VILLAGE / **RESTROOMS AND CHANGING FACILITIES**

August 02, 2017



OVERALL SKY VILLAGE / **PLAYGROUND**

August 02, 2017



OVERALL SKY VILLAGE / **TRAIL HEAD**

August 02, 2017



OVERALL SKY VILLAGE / **GREENBELTS WITH TRAILS**

August 02, 2017



OVERALL SKY VILLAGE / **NEIGHBORHOOD MAIL KIOSKS NEAR POCKET PARKS**

August 02, 2017



OVERALL SKY VILLAGE / **POCKET PARK**

August 02, 2017



OVERALL SKY VILLAGE / **FLEXIBLE LAWN FOR SPORTS PLAY & COMMUNITY EVENTS**

August 02, 2017

QUESTIONS AND ANSWERS

COMMUNITY CHARACTERISTICS OF PUD

Community Plan

Residential Character

Public & Resident Amenity
and Open Space Features

LEGEND

ARTERIALS

COLLECTORS

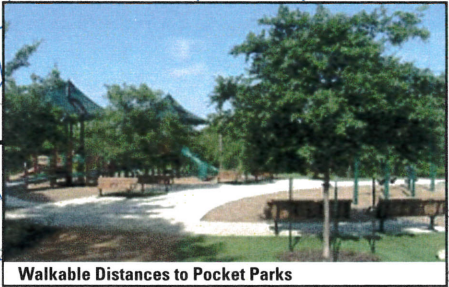
PARKLAND / FLOODPLAIN

CIVIC CENTER

TRAILS



Connections to Natural Features and Pocket Parks



Walkable Distances to Pocket Parks



Connections to Open Space & Trails



Community Center (more detail in following slides)

| Project Summary | | | | | |
|--|-----------------------|-----------------------|-----------------------|--|----------------|
| | 55' x 125' | 50' x 125' | 45' x 125' | Med Density | Total |
| Overall Sky Village | 25% Min. of Total Mix | 50% Max. of Total Mix | 25% Max. of Total Mix | Designated Area near Neighborhood Commercial | 1,450-1,550 DU |
| *This graphic depiction is intended as a general level representation based on the best information available and is subject to change without notice. | | | | | |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the July 2017 Departmental Reports:

- Development Services – Scott Dunlop
- Police – Chief Ryan Phipps
- Municipal Court – Sarah Friberg
- Public Works – Mike Tuley

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

July 2017 Departmental Reports:

- Development Services
- Police
- Municipal Court
- Public Works

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council accept the July 2017 Departmental Reports.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

DEVELOPMENT SERVICES DEPARTMENT REPORT
PROJECT VALUATION AND FEE REPORT
FOR
CITY OF MANOR, TX
July 1 - 31, 2017

| Description | Projects | Valuation | Fees | Detail |
|-----------------------------|----------|----------------|--------------|--------|
| Commercial Mechanical/HVAC | 3 | \$508,864.00 | \$1,962.00 | |
| Commercial Sign | 4 | \$11,050.00 | \$1,402.16 | |
| Educational Remodel/Repair | 1 | \$0.00 | \$847.00 | |
| Residential Deck/Patio | 4 | \$12,618.00 | \$548.00 | |
| Residential Electrical | 2 | \$46,977.00 | \$214.00 | |
| Residential Irrigation | 5 | \$6,250.00 | \$539.00 | |
| Residential Mechanical/HVAC | 1 | \$7,400.00 | \$107.00 | |
| Residential New | 17 | \$4,284,648.00 | \$102,270.30 | |
| Residential Plumbing | 3 | \$9,600.00 | \$321.00 | |
| Residential Remodel/Repair | 1 | \$8,750.00 | \$167.00 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Totals | | \$4,896,157.00 | \$108,377.46 | |

Total Certificate of Occupancies Issued: 41

Total Inspections(Comm & Res): 1,029

Tom Bolt, City Manager

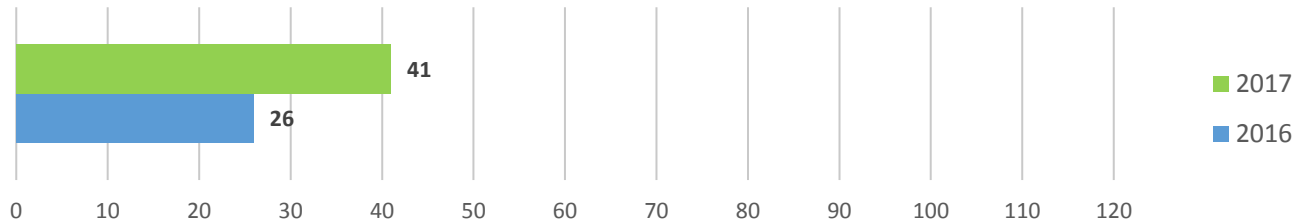




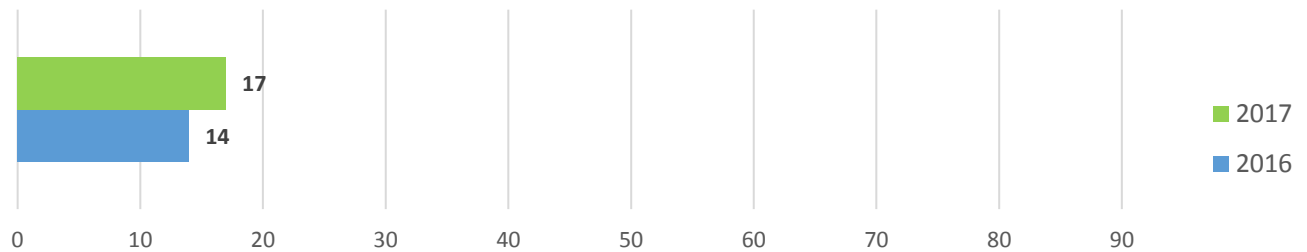
JULY 2017

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR

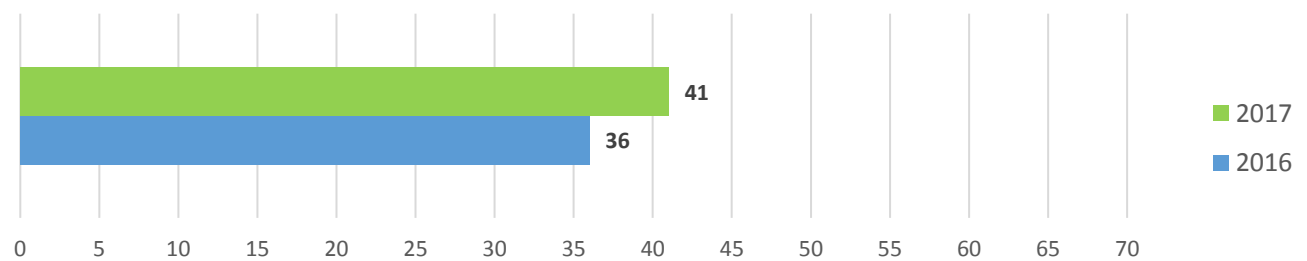
PERMITS ISSUED



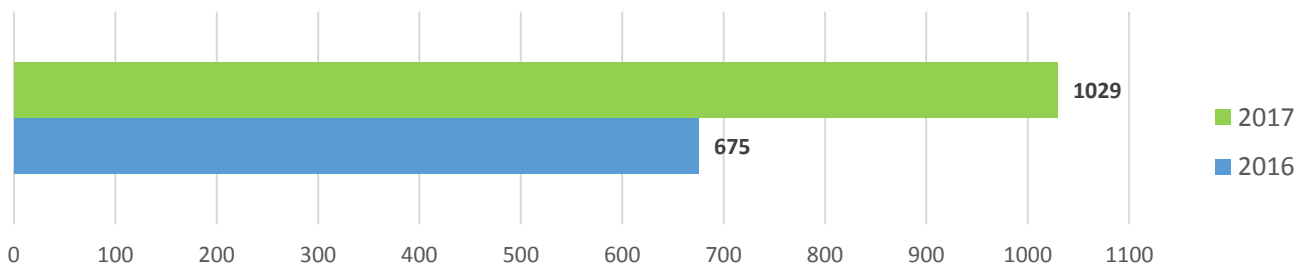
RESIDENTIAL NEW PERMITS



COs ISSUED



INSPECTIONS





Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting: 8/16/2017

July 2017

| Activity | Reported Month | Same month Prior year | Percentage difference | | |
|------------------------|----------------|-----------------------|-----------------------|-------------------|----------|
| Calls for Service | 1445 | 1302 | 11↑ | Patrol Car Rental | |
| Average CFS per day | 46.6 | 42 | 11↑ | Last Month | \$5,520 |
| Open Cases | 22 | 3 | 633↑ | YTD | \$33,896 |
| Charges Filed | 97 | 75 | 29↑ | | |
| Alarm Responses | 30 | 44 | 31↓ | | |
| Drug Cases | 42 | 18 | 133↑ | | |
| Family Violence | 13 | 23 | 43↓ | | |
| Arrests F/M | 23F/54M | 9F/66M | 155F↑/18M↓ | | |
| Animal Control | 18 | 47 | 61↓ | | |
| Traffic Accidents | 23 | 37 | 37↓ | | |
| DWI Arrests | 8 | 8 | no change | | |
| Traffic Violations | 752 | 428 | 75↑ | | |
| Ordinance Violations | 4 | 31 | 87↓ | | |
| Seizures | DNA | DNA | DNA | | |
| Laboratory Submissions | 11 | 7 | 57↑ | | |

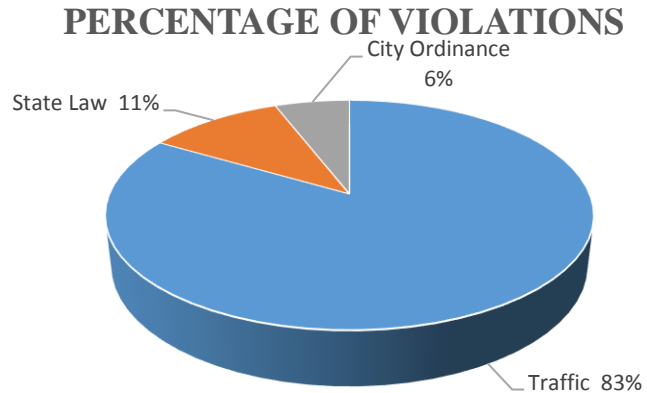
Notes:

*DNA- DATA NOT AVAILABLE

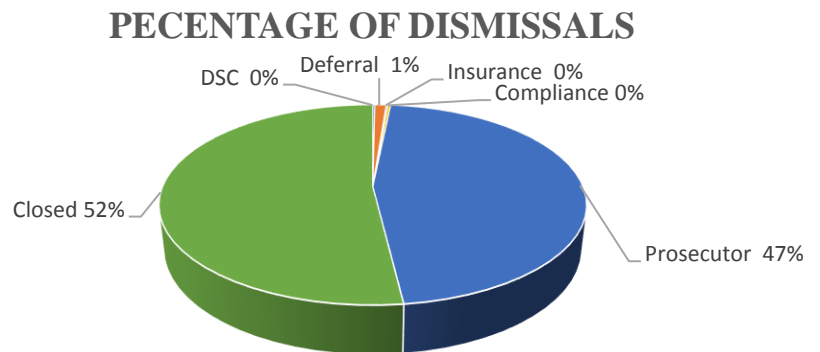
City of Manor Municipal Court

JULY 2017

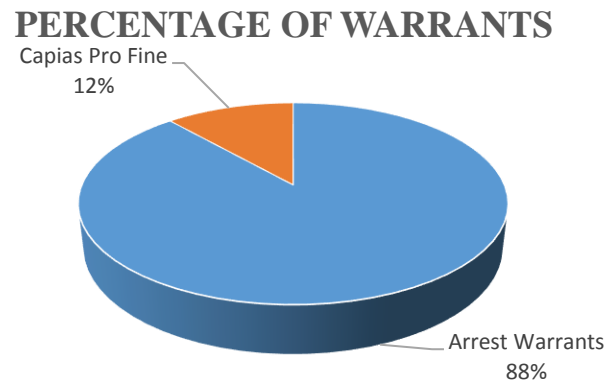
| Violations Filed | Jul-17 | Jul-16 |
|------------------|------------|------------|
| Traffic | 452 | 351 |
| State Law | 58 | 31 |
| City Ord. | 32 | 22 |
| Total | 542 | 404 |



| Dismissals | Jul-17 | Jul-16 |
|--------------|-------------|------------|
| DSC | 11 | 21 |
| Deferral | 62 | 43 |
| Insurance | 9 | 13 |
| Compliance | 15 | 29 |
| Prosecutor | 2808 | 78 |
| Closed | 3137 | 382 |
| Total | 6042 | 566 |



| Warrants | Jul-17 | Jul-16 |
|-----------------|------------|-----------|
| Arrest Warrants | 345 | 27 |
| Capias Pro Fine | 45 | 2 |
| Total | 390 | 29 |



Money Collected in July 2017

| | |
|---------------|--------------------|
| Kept By City | \$41,284.87 |
| Kept By State | \$20,821.61 |
| Total | \$62,106.48 |

Money Collected in July 2016

| | |
|---------------|--------------------|
| Kept By City | \$27,784.12 |
| Kept By State | \$14,095.84 |
| Total | \$41,879.96 |



PUBLIC WORKS DEPARTMENT July 2017 REPORT

Street and Public, Parks, and Maintenance Department

In the month of July, the Public Parks and Maintenance Department mowed all City facilities, alleys, and right of ways. They cleaned and maintained all City's facilities and parks. They performed all maintenance on vehicle and heavy equipment. In July, the Street Department repaired streets, curb, and signs.

Water and Wastewater Department

In July, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters and tested the water daily.

In July, the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

Water Production & Purchase

In the month of July, twenty-five percent of the water we supplied to our residents was from our wells, and we purchased seventy-five percent from Bluewater and Manville WSC. In July, the estimated population of residents in the City of Manor is 9552. Estimated Population for Shadowglen is 2,597 residents.

Subdivision Inspection

- Street Inspections- 0
- Water Inspections- 0
- Wastewater Inspections- 3



Streets Department Monthly Report July 2017

7-1-2017/7-31-2017 Daily Duties and Projects

7-1-2017: The City has created a Storm Water Inspection Form that has allowed us to monitor new construction sites and existing subdivisions. It allows us to keep up with illegal dumping in drains and monitor proper street cleaning. It is a great step in the right direction to keep our MS4 systems clean (drainage systems).

7-3-2017: Retention pond in Carriage Hills subdivision had multiple wash outs due to heavy rains. The washouts were causing some fences to become unstable. All crews spent the day bringing in dirt filling all the voids. After voids were filled, an erosion control mat was laid on top to secure the fresh soil.

7-5-2017: Jennie Lane Park had multiple electrical hazards. From outlets on telephone poles that were not safely covered, to light switches that were exposed. We have replaced most lights with led bulbs that will help us save energy. All electrical hazards have been addressed and Jennie Lane Park is now safer than it's ever been!

7-10-2017: The Streets Department were called upon to install a "*meetup spot*" sign. The sign was designed to allow anyone who is using the internet to buy or sale items to meet at a safe spot. It is located at the Manor Police Department. It is a great exchange location, seeing the police department is under surveillance 24/7.

7-10-2017: City crews spent multiple days on Carriage Hills drainage easement. This drainage easement is extremely steep and will stretch as far as 3 blocks. With the help of 2 backhoes, a bobcat, and all mowers, the crew was able to clean out the ditch to allow water to flow as needed.

7-11-2017: 3 of the City staff attended a chemical applicators class in Buda, TX. The class allowed one of the City's staff to gain 5 CEU hours towards his chemical applicators license. The other two staff members gained 5 hours towards an affidavit that will allow them to spray chemicals under the City's licensed holder.

7-12-2017: Streets crew repaired drainage head walls on Eggleston Street. Headwalls are concrete walls that encase drainage gutters that run under streets.

7-13-2017: On the morning of July 13th all City staff cleaned-up old highway 20, 3 tons of limestone rock that had been spilled (in early morning hours) Roads were shut down for approximately 30 minutes but staff did an excellent job on not delaying road closure for a long period of time.

7-13-2017: Streets crew went through Caldwell Street, towards the south end, and cleared vegetation out of the ditches- this will allow improved water flow.

7-14-2017: The drainage heads walls on Eggleston street have collected dirt and grime for the past 30 years. City crews used the City's jet machine to pressure wash all concrete walls and restore that *new* concrete look again. Looks amazing!

7-17-2017: The City was asked if there was anything we could do about the sludge and the algae that has taken over the Bell Farms pond. City crews purchased a product called copper sulfate that is safe to wildlife and surrounding vegetation. The algae have suppressed and is 75% cleared up.



7-19-2017: 2 more crosswalks were installed on Boyce street and Shadow Glen Blvd.

City crews have also been clearing areas around town where unwanted trees and vegetation have taken over. Both areas are neighboring the railroad tracks on the south side near Carrie Manor street.

7-20-2017: Project crew have been working on leveling Jennie Lane Park one low area at a time. Chocolate loam is brought in and sod is laid on top- eventually Jennie Lane Park will not be holding all the water it does when it rains.

7-21-2017: The Streets department painted on the south side of Burnet Street next to Ramos- an additional 15 parking spots!

7-26-2017: The Streets crew installed reflective signs, along with a no parking sign, to warn big trucks not to park inside the future parkland behind Ramos and Manor Grocery.

7-28-2017: Bell Farms park has now fallen under the City for maintenance. All city crews have spent multiple days at the park bringing it back up to code. All playground surfacing has been tilled and fluffed to allow safe surfacing. All trees have been trimmed to the recommended height for safety. All debris has been removed behind fences, to ensure safety for the mowers. The half-mile granite trail has been sprayed with chemicals, to eliminate unwanted vegetation, and so the trail is more visible. Playgrounds have also been washed. The park is now on a once a week mowing schedule. Future projects are under way for the park and will be in the August monthly report.

*The mowing crew who is comprised of 3 members, are maintaining all City owned properties. (besides what the project crew maintains) The properties are cut every 2 weeks during the growing season. Mowing season will usually last from April to September. Schedules are due to change anytime in hot summers, (like this summer) due to grass burning up in the heat.

*The projects crew is comprised of 2 members. They are responsible for maintaining Jennie Lane Park, City Hall, Police Department, and Bell Farms Park. These properties are cut every week to maintain the pristine look.

Certifications and Classes

Technician license- ensures that the employees are properly trained and knowledgeable on repairs and installs. 2 employees have taken the irrigation technician exam, we are currently waiting on the results.

3 City employees have attended a chemical applicator class in Buda, TX to gain CEU hours (continuing education hours) towards the chemical license the City has on board.

Inspections

On all new subdivisions, the City will receive a 2-year warranty on all asphalt, sidewalks, curb and gutter. Presidential Glen 4A came up for warranty in July. City staff will walk the subdivisions and notate any issues that need to be addressed. Addressing these issues will not only help the longevity of the subdivision but also cut down on future maintenance.

Shadow Glen phase 2 was also up for warranty in July. The City will also address current issues here before the warranty expires.



Wastewater Department Monthly Report July 2017

For the month of July, the Wastewater Department had 7 service calls, 1 repair jobs, 11 maintenance jobs and 3 inspections.

Service Calls:

219 E. Burton - Sewer back up - Jetted sewer main and cleared. Notified the customer by RM.
Bois D Arc and Integrity - Located Wastewater main for contractors laying fiber line by JT,JN 7-14-17.
106 E. Parsons - Sewer clog - Jetted City main and cleared service by RM,CD,FZ 7-17-17.
13309 Nelson Houser - Customer dropped phone in storm drain, pulled phone out of storm drain and gave back to customer by RM 7-18-17.
13209 Constellation - Sewer clog - Jetted City main and cleared. Notified the customer. Called locates to make repairs where customer side meets City side by RM,TM,JN 7-24-17.
13304 Marie - Sewer clog - City side main cleared customer side. Notified the customer by phone by RM,TM 7-25-17.
208 West Burton - Sewer clog - Clog was on customer's side. Notified the customer by JN 7-31-17.

Repair Calls:

307 East Burton - Repaired broken manhole in alley by FZ,JN 7-12-17.

Maintenance:

WWTP - Changed air filter on blowers by JR,RM by 7-5-17.
WWTP - Ordered air filters for blowers by JT 7-6-17.
WWTP - Changed CL2 bottle 150 lbs. by JR,RM 7-10-17.
Stonewater Lift station - Removed Hoist and took to Fasnal for repairs by RM,CD,JT 7-11-17.
WWTP- Ordered PH Red Buffer Solution for testing PH at WWTP by JT 7-12-17.
Lexington and HWY 290 North East corner in front of McDonalds - Repaired broken manhole by FZ,JN 7-12-17.
WWTP- Replaced old rings on pump 1 and 2 on LMI Alum pumps by JR,FZ 7-13-17.
Bell Farms Lift station - Changed hydrogen peroxide 300 gallon tote by FZ,JN,TM 7-14-17.
Presidential Glen -Changed hydrogen peroxide 300 gallon tote by FZ,JN,TM 7-14-17.
Stonewater Lift Station -Changed hydrogen peroxide 300 gallon tote by FZ,JN,TM 7-14-17.
WWTP - Ordered load of Alum 4,000 gallons for WWTP by JT 7-24-17.

Inspections:

Presidential Heights - New wastewater main by CRU (Central road and utility) construction by JT,RM 7-27-17.
Presidential Heights - New wastewater main by CRU (Central road and utility) construction by JT,RM 7-28-17.
Presidential Heights - New wastewater main by CRU (Central road and utility) construction by JT,RM 7-31-17.



Water Department Monthly Report July 2017

For the month of July, the Water Department had 92 service calls, 9 repair jobs, 12 maintenance jobs, installed 23 new digital meters for Route 2, installed 96 new digital meters for Route 3, and flushed all dead-end mains.

Service calls include: low water pressure calls, meter leaks, line locates, brown water calls, disconnect water services, connect water services, and meter change outs.

Repair Calls:

307 W. Eggleston - Repaired a 2" water main break by JT,FZ,JN 7-3-17.
11505 Lapoynor - Repaired meter seals by TM,RM 7-6-17.
305 E. Lane - Repaired a 3/4 service line break by FZ,CD,JN 7-10-17.
Gregg Manor Rd by Shadowglen Elevated Water Tower- Repaired leak on blow off valve by JT,FZ,JN 7-12-17.
107 E. Boyce St. - Repaired leak on a 1" service line by FZ,TM,CD,JN 7-20-17.
508 E. Carrie Manor - Meter leak - Repaired both meter seals by TM,CD,Fz 7-21-17.
14008 Sherri Berry Way - New renter/owner leave on and read-16 by RM 7-21-17.
19233 Denton Line - Meter leak - Replaced meter seals on City side by RM,TM 7-25-17.
La Grange and Wheeler - Repaired a 6" main break by FZ,TM,CD,JN 7-25-17.

Maintenance:

Clearwell - SCADA system called James Torres with a power outage. James called Austin Energy to restore power and power was restored. Reset pump 1 and 2 all is good by JT and RM 7-3-17.
Bastrop and Carrie Manor - Located utilities for Jose Juarez with HT Utilities so they can bore and install Conduit for Telecommunications by JT 7-5-17.
110 South Lampasas - Made a new 1" water tap on 6" main and ran a new water service line, set new meter#35932712 ecode-1545937992 by FZ,JN,CD 7-6-17.
Tower Ln and Bois D Arch - Weed eat around water valves by RM 7-11-17
Intermediate Water Tank on FM 973 - Weed eat around water valves by RM 7-11-17.
City Yard Pump Room - Swept pump room by JN,CD 7-13-17.
Clearwell Pump Room - Swept pump room by FZ,TM 7-13-17.
Clearwell Pump Room - Changed cl2 bottle 150 lbs. by JN,CD 7-13-17.
Well # 2 - Well 2 tripped out. Replaced starter on well 2 by JT,RM 7-14-17.
City Hall - Changed out 3 water filters in City hall break room by JN,TM 7-24-17.
La Grange and Wheeler - Ground dry- Finished cover and clean up from main break on 7-25-17 by FZ,JN,CD 7-31-17.
107 E. Boyce - Called line locates so we can repair a water service line break by JN,TM 7-31-17.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the unaudited July 2017 Monthly Financial Report.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

July 2017 Monthly Financial Report

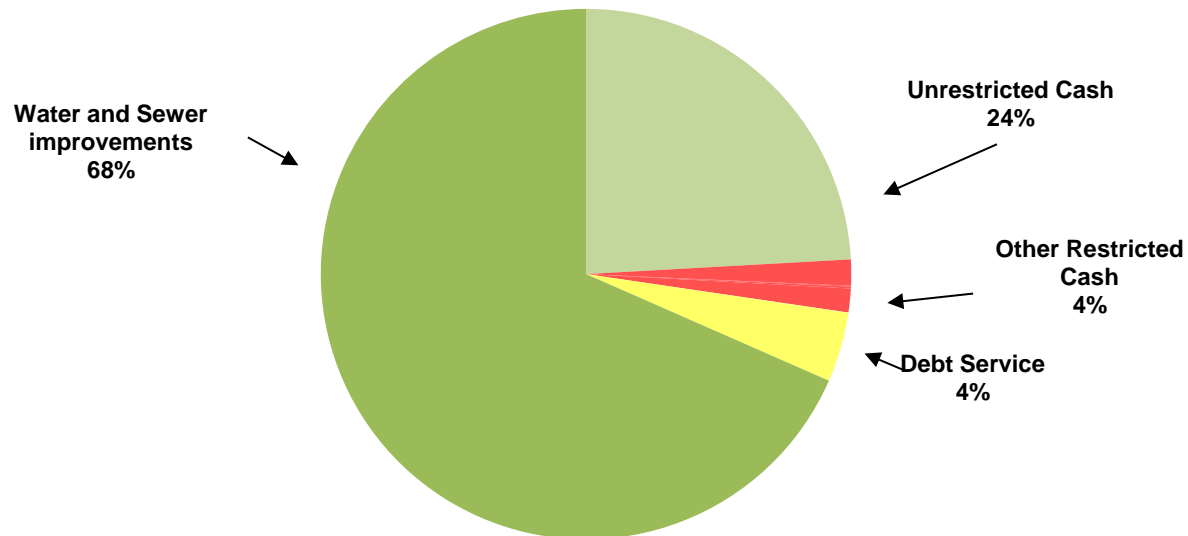
STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council accept the July 2017 monthly Financial Report.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As of July 2017**

| CASH AND INVESTMENTS | GENERAL FUND | UTILITY FUND | DEBT SERVICE FUND | SPECIAL REVENUE FUNDS | CAPITAL PROJECTS FUND | TOTAL |
|--------------------------------------|-------------------------|-------------------------|----------------------------------|--------------------------------------|--------------------------------------|----------------------|
| Unrestricted: | | | | | | |
| Cash for operations | \$ 2,222,186 | \$ 5,742,360 | | | | \$ 7,964,546 |
| Restricted: | | | | | | |
| Tourism | | | | 524,138 | | 524,138 |
| Court security and technology | 16,424 | | | | | 16,424 |
| Rose Hill PID | | | | 37,965 | | 37,965 |
| Customer Deposits | | 479,680 | | | | 479,680 |
| Park | 8,501 | | | | | 8,501 |
| Debt service | | | 1,399,908 | | | 1,399,908 |
| Capital Projects | | | | | | |
| Water and sewer improvements | | 17,624,851 | | 4,969,692 | | 22,594,543 |
| TOTAL CASH AND INVESTMENTS | \$ 2,247,111 | \$ 23,846,891 | \$ 1,399,908 | \$ 5,531,796 | \$ - | \$ 33,025,706 |



Overview of funds:

\$ 130,605.26 sales tax collected
 GF is in a favorable status.
 UF is in a favorable status
 DSF is in a favorable status
 CIP Fund is in a favorable status



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 2, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Conduct the first public hearing on the FY 2017-2018 Proposed Annual Budget of the City of Manor, Texas.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Proposed Annual Budget FY2017-2018

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council conduct the first public hearing on the FY 2017-2018 Proposed Annual Budget of the City of Manor, Texas.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

Proposed Annual Budget

Fiscal Year 2017 - 2018



NOTE:

This Proposed Budget will raise \$484,207 (23.99% approx) more property tax revenues than last year's budget.



PROPOSED ANNUAL BUDGET FISCAL YEAR 2017-18

Original Budget Adopted: _____
Ordinance Number: 480

Amended Budget Adopted: _____
Ordinance Number: _____

| FY 2016-17 | | |
|-------------------|-------------------|-------------|
| BUDGETED REVENUES | BUDGETED EXPENSES | NET |
| 3,406,099 | 582,481 | 2,823,618 |
| 0 | 530,721 | (530,721) |
| 722,510 | 1,602,150 | (879,640) |
| 1,067,026 | 272,661 | 794,365 |
| 503,050 | 442,077 | 60,973 |
| 53,350 | 2,735,823 | (2,682,473) |
| - | 390,262 | (390,262) |
| - | - | - |
| 5,752,035 | 6,556,175 | (804,140) |

| AS OF: 6/31/17 | | |
|----------------------|----------------------|-------------|
| FYTD ACTUAL REVENUES | FYTD ACTUAL EXPENSES | NET |
| 2,951,022 | 409,012 | 2,542,010 |
| 0 | 349,477 | (349,477) |
| 442,578 | 1,285,989 | (843,411) |
| 896,927 | 276,313 | 620,614 |
| 408,188 | 368,776 | 39,412 |
| 58,487 | 2,126,738 | (2,068,251) |
| - | 265,413 | (265,413) |
| - | - | - |
| 4,757,202 | 5,081,717 | (324,515) |

GENERAL FUND

| |
|----------------------|
| ADMINISTRATION |
| FINANCE DEPT. |
| STREET DEPT. |
| PARKS |
| DEVELOPMENT SERVICES |
| MUNICIPAL COURT |
| POLICE DEPT. |
| IT DEPT. |
| TRANSFERS |

GENERAL FUND TOTALS

| FY 2017-18 | | |
|-----------------|-----------------|-------------|
| BUDGET REVENUES | BUDGET EXPENSES | NET |
| 4,000,602 | 609,724 | 3,390,878 |
| 0 | 562,403 | (562,403) |
| 778,500 | 1,448,868 | (670,368) |
| | 555,486 | |
| 920,420 | 398,913 | 521,507 |
| 606,650 | 484,120 | 122,530 |
| 76,513 | 2,971,033 | (2,894,520) |
| - | 383,712 | (383,712) |
| - | - | - |
| 6,382,685 | 7,414,259 | (1,031,574) |

| FUND BALANCES | |
|---------------------|---------------------|
| ESTIMATED 30-Sep-17 | PROJECTED 30-Sep-18 |

UTILITY FUND

| |
|--------------|
| PUBLIC WORKS |
| WATER |
| WASTEWATER |
| TRANSFERS |

UTILITY FUND TOTALS

| | | |
|-----------|-----------|-----------|
| 0 | 409,090 | (409,090) |
| 1,952,872 | 2,014,149 | (61,277) |
| 1,692,625 | 106,112 | 1,586,513 |
| - | - | - |
| 3,645,497 | 2,529,352 | 1,116,145 |

TOTAL POOLED FUNDS

| | | |
|------------|-----------|--------|
| 10,028,182 | 9,943,611 | 84,571 |
|------------|-----------|--------|

TOTAL DEBT SERVICE

| | | |
|-----------|-----------|---|
| 2,174,637 | 2,174,637 | - |
|-----------|-----------|---|

RESTRICTED FUNDS

| |
|---------------------|
| COURT TECH FUND |
| COURT BLDG SEC FUND |
| PID FEES |
| HOTEL OCCUPANCY |
| CAPT IMPACT-WATER |
| CAPT IMPACT-WW |
| PARK FUNDS |
| BOND FUNDS |

RESTRICTED FUND TOTALS

| | | |
|-----------|---------|-----------|
| 10,500 | 3,000 | 7,500 |
| 7,500 | - | 7,500 |
| 148,520 | 174,416 | (25,896) |
| 30,260 | - | 30,260 |
| 256,962 | - | 256,962 |
| 798,483 | 20,000 | 778,483 |
| 32 | - | 32 |
| - | 156,286 | (156,286) |
| 1,252,257 | 353,702 | 898,555 |

GRAND TOTALS

| | | |
|------------|------------|---------|
| 13,455,075 | 12,471,949 | 983,126 |
|------------|------------|---------|

| | | |
|-----------|-----------|-----------|
| 0 | 342,659 | (342,659) |
| 2,222,985 | 1,633,541 | 589,444 |
| 1,914,577 | 1,075,122 | 839,455 |
| - | - | - |
| 4,137,562 | 3,051,322 | 1,086,240 |

| | | |
|-----------|-----------|-----------|
| 0 | 263,936 | (263,936) |
| 1,533,492 | 1,263,892 | 269,601 |
| 1,401,839 | 657,231 | 744,608 |
| - | - | - |
| 2,935,331 | 2,185,059 | 750,272 |

| | | |
|-----------|-----------|---------|
| 9,889,597 | 9,607,497 | 282,100 |
|-----------|-----------|---------|

| | | |
|-----------|-----------|---------|
| 7,692,533 | 7,266,776 | 425,757 |
|-----------|-----------|---------|

| | | |
|-----------|-----------|--------|
| 2,187,304 | 2,176,104 | 11,201 |
|-----------|-----------|--------|

| | | |
|-----------|---------|-----------|
| 1,631,558 | 399,315 | 1,232,243 |
|-----------|---------|-----------|

| | | |
|------------|---------|------------|
| 9,950 | 38,126 | (28,176) |
| 7,450 | 51,800 | (44,350) |
| 100,564 | 35,000 | 65,564 |
| 23,676 | 9,000 | 14,676 |
| 115,200 | - | 115,200 |
| 340,200 | 180,000 | 160,200 |
| - | - | - |
| 17,893,250 | - | 17,893,250 |
| 18,490,290 | 313,926 | 18,176,364 |

| | | |
|---------|---------|----------|
| 9,950 | 38,126 | (28,176) |
| 7,366 | 51,800 | (44,434) |
| 195,491 | 35,000 | 160,491 |
| 34,111 | 22,350 | 11,761 |
| 154,866 | 0 | 154,866 |
| 306,453 | 172,707 | 133,746 |
| - | - | - |
| - | - | - |
| 708,237 | 319,983 | 388,254 |

| | | |
|------------|------------|------------|
| 30,567,191 | 12,097,526 | 18,469,664 |
|------------|------------|------------|

| | | |
|------------|-----------|-----------|
| 10,032,328 | 7,986,074 | 2,046,254 |
|------------|-----------|-----------|

The General Fund is the general operating fund and the largest fund of the city as it includes all traditional government services such general administration, street and drainage, maintenance, development services, police and courts, and parks.

The Utility Fund accounts for the city's water and wastewater enterprise. Unlike the general fund it operates as a proprietary fund functioning more like a business.

The Restricted Funds are used only for specific purposes. Revenues and payments are limited either by state law or local ordinance.

| | |
|---------|---------|
| 824,025 | 908,596 |
|---------|---------|

| | |
|--------|--------|
| 91,186 | 91,186 |
|--------|--------|

| | |
|------------|------------|
| 46,674 | 54,174 |
| 12,518 | 20,018 |
| 46,971 | 21,075 |
| 487,775 | 518,035 |
| 734,293 | 991,255 |
| 2,367,003 | 3,145,486 |
| 8,450 | 8,482 |
| 17,894,500 | 17,738,214 |
| 21,598,185 | 22,496,740 |

| | |
|------------|------------|
| 22,513,396 | 23,496,522 |
|------------|------------|

**10 -GENERAL FUND
FINANCIAL SUMMARY**

**PROP. BUDGET WORKSHEETS
FY 2017-18**

75.00% OF YEAR COMPLETE

| REVENUE SUMMARY | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED AMENDED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|------------------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-------------------------------------|---------------------------|
| <u>ADMINISTRATION</u> | | | | | | | | | |
| TAXES | 3,393,476 | 3,393,476 | 3,394,857 | 3,263,439 | 96.1 | 131,418 | 4,079,299 | 3,987,074 | 592,217 |
| MISCELLANEOUS | 8,200 | 8,200 | 8,200 | 89,988 | 1,097.4 | (81,788) | 112,485 | 8,200 | 0 |
| PERMITS/LICENSES | 2,625 | 2,625 | 2,625 | 1,820 | 69.3 | 805 | 2,275 | 1,930 | (695) |
| OTHER | 1,798 | 1,798 | 1,798 | 2,805 | 156.0 | (1,007) | 3,506 | 3,398 | 1,600 |
| TOTAL ADMINISTRATION | 3,406,099 | 3,406,099 | 3,407,480 | 3,358,052 | 98.5 | 49,428 | 4,197,565 | 4,000,602 | 593,122 |
| <u>STREET</u> | | | | | | | | | |
| MISCELLANEOUS | 50,010 | 50,010 | 71,310 | 124,900 | 175.2 | (53,590) | 156,125 | 106,000 | 34,690 |
| SANITATION CHARGES | 672,500 | 672,500 | 672,500 | 561,143 | 83.4 | 111,357 | 701,429 | 672,500 | 0 |
| TOTAL STREET | 722,510 | 722,510 | 743,810 | 686,043 | 92.2 | 57,767 | 857,554 | 778,500 | 34,690 |
| <u>DEVELOPMENT SERVICES</u> | | | | | | | | | |
| MISCELLANEOUS | 10,200 | 10,200 | 10,200 | 20,117 | 197.2 | (9,917) | 23,581 | 16,200 | 6,000 |
| PERMITS/LICENSES | 1,056,826 | 1,056,826 | 1,056,826 | 1,328,582 | 125.7 | (271,756) | 1,660,727 | 904,220 | (152,606) |
| TOTAL DEVELOPMENT SERVICES | 1,067,026 | 1,067,026 | 1,067,026 | 1,348,699 | 126.4 | (281,673) | 1,684,308 | 920,420 | (146,606) |
| <u>COURT</u> | | | | | | | | | |
| MISCELLANEOUS | 1,000 | 1,000 | 1,000 | 5,172 | 517.2 | (4,172) | 6,465 | 4,600 | 3,600 |
| COURT FEES | 502,050 | 502,050 | 602,050 | 582,564 | 96.8 | 19,486 | 728,204 | 602,050 | 0 |
| TOTAL COURT | 503,050 | 503,050 | 603,050 | 587,736 | 97.5 | 15,314 | 734,669 | 606,650 | 3,600 |
| <u>POLICE</u> | | | | | | | | | |
| MISCELLANEOUS | 20,350 | 20,350 | 20,350 | 31,691 | 155.7 | (11,341) | 39,613 | 33,513 | 13,163 |
| POLICE CHARGES/FEES | 33,000 | 33,000 | 33,000 | 46,929 | 142.2 | (13,929) | 58,661 | 43,000 | 10,000 |
| TOTAL POLICE | 53,350 | 53,350 | 53,350 | 78,619 | 147.4 | (25,269) | 98,274 | 76,513 | 23,163 |
| TOTAL REVENUES | 5,752,035 | 5,752,035 | 5,874,716 | 6,059,149 | 103.1 | (184,433) | 7,572,371 | 6,382,685 | 507,969 |

**10 -GENERAL FUND
FINANCIAL SUMMARY**

**PROP. BUDGET WORKSHEETS
FY 2017-18**

75.00% OF YEAR COMPLETE

| EXPENDITURE SUMMARY | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|------------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| <u>ADMINISTRATION</u> | | | | | | | | | |
| PERSONNEL | 315,981 | 315,981 | 315,981 | 230,339 | 72.9 | 85,642 | 287,924 | 325,524 | 9,543 |
| OPERATING | 122,700 | 122,700 | 122,700 | 71,870 | 58.6 | 50,830 | 89,837 | 125,400 | 2,700 |
| REPAIRS & MAINTENANCE | 44,000 | 44,000 | 44,000 | 12,689 | 28.8 | 31,312 | 15,861 | 44,000 | 0 |
| CONTRACTED SERVICES | 99,800 | 99,800 | 99,800 | 93,986 | 94.2 | 5,814 | 117,483 | 114,800 | 15,000 |
| DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY < \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL ADMINISTRATION | 582,481 | 582,481 | 582,481 | 408,884 | 70.2 | 173,597 | 511,105 | 609,724 | 27,243 |
| <u>FINANCE</u> | | | | | | | | | |
| PERSONNEL | 376,626 | 376,626 | 376,626 | 246,427 | 65.4 | 130,198 | 308,034 | 408,216 | 31,590 |
| OPERATING | 92,595 | 92,595 | 92,595 | 59,706 | 64.5 | 32,889 | 74,632 | 92,687 | 92 |
| REPAIRS & MAINTENANCE | 850 | 850 | 850 | 224 | 26.3 | 626 | 280 | 850 | 0 |
| CONTRACTED SERVICES | 53,000 | 53,000 | 53,000 | 35,093 | 66.2 | 17,907 | 43,866 | 53,000 | 0 |
| DEBT PAYMENTS | 7,650 | 7,650 | 7,650 | 7,650 | 100.0 | 0 | 9,563 | 7,650 | 0 |
| CAPITAL OUTLAY < \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL FINANCE | 530,721 | 530,721 | 530,721 | 349,100 | 65.8 | 181,621 | 436,375 | 562,403 | 31,682 |
| <u>STREET</u> | | | | | | | | | |
| PERSONNEL | 400,145 | 400,145 | 400,145 | 278,915 | 69.7 | 121,230 | 348,644 | 225,304 | (174,841) |
| OPERATING | 122,770 | 122,770 | 122,770 | 84,106 | 68.5 | 38,664 | 104,956 | 129,770 | 7,000 |
| REPAIRS & MAINTENANCE | 286,500 | 286,500 | 286,500 | 229,862 | 80.2 | 56,638 | 287,328 | 290,059 | 3,559 |
| CONTRACTED SERVICES | 700,000 | 700,000 | 700,000 | 582,533 | 83.2 | 117,467 | 728,167 | 710,000 | 10,000 |
| DEBT PAYMENTS | 52,735 | 52,735 | 52,735 | 73,945 | 140.2 | (21,210) | 92,431 | 52,735 | 0 |
| GRANT EXPENDITURES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY < \$5K | 20,000 | 20,000 | 20,000 | 14,523 | 72.6 | 5,477 | 18,154 | 20,000 | 0 |
| CAPITAL OUTLAY > \$5K | 20,000 | 20,000 | 20,000 | 20,949 | 104.7 | (949) | 26,186 | 21,000 | 1,000 |
| TOTAL STREET | 1,602,150 | 1,602,150 | 1,602,150 | 1,284,833 | 80.2 | 317,317 | 1,605,865 | 1,448,868 | (153,282) |
| <u>PARKS</u> | | | | | | | | | |
| PERSONNEL | 400,145 | 400,145 | 400,145 | 278,915 | 70 | 121,230 | 348,644 | 326,866 | (73,279) |
| OPERATING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31,120 | 0 |
| REPAIRS & MAINTENANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 125,000 | 0 |
| CONTRACTED SERVICES | 100 | 100 | 100 | 141 | 141 | (41) | 176 | - | 0 |

| | | | | | | | | | | |
|-----------------------|---------|---------|---------|---------|-------|---------|---|---------|---------|----------|
| DEBT PAYMENTS | 1,400 | 1,400 | 1,400 | 800 | 57 | 600 | 0 | 1,000 | 28,200 | 0 |
| GRANT EXPENDITURES | 2,220 | 2,220 | 2,220 | 2,896 | 130 | (676) | 0 | 3,620 | - | 0 |
| CAPITAL OUTLAY < \$5K | 500 | 500 | 500 | 305 | 61 | 195 | 0 | 381 | 11,000 | (500) |
| CAPITAL OUTLAY > \$5K | 400 | 400 | 400 | 100 | 25 | 300 | 0 | 125 | 33,300 | 200 |
| TOTAL PARKS | 404,765 | 404,765 | 404,765 | 283,157 | 484.2 | 121,608 | | 353,946 | 555,486 | (73,579) |

DEVELOPMENT SERVICES

| | | | | | | | | | | |
|----------------------------|---------|---------|---------|---------|-------|----------|---------|---------|----------|--|
| PERSONNEL | 116,770 | 116,770 | 116,770 | 79,926 | 68.4 | 36,844 | 99,731 | 282,759 | 165,989 | |
| OPERATING | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 30,654 | 30,654 | |
| REPAIRS & MAINTENANCE | 20,000 | 20,000 | 20,000 | 14,523 | 72.6 | 5,477 | 18,154 | 1,000 | (19,000) | |
| CONTRACTED SERVICES | 61,500 | 61,500 | 61,500 | 81,040 | 131.8 | (19,540) | 0 | 84,500 | 23,000 | |
| DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| CAPITAL OUTLAY < \$5K | 977 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| CAPITAL OUTLAY > \$5K | 2,000 | 16,000 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| TOTAL DEVELOPMENT SERVICES | 201,247 | 214,270 | 198,270 | 175,490 | 88.5 | 22,780 | 117,886 | 398,913 | 200,643 | |

COURT

| | | | | | | | | | | |
|-----------------------|---------|---------|---------|---------|------|---------|---------|---------|---------|--|
| PERSONNEL | 173,549 | 173,549 | 173,549 | 125,360 | 72.2 | 48,189 | 156,700 | 181,550 | 8,001 | |
| OPERATING | 16,280 | 16,280 | 16,280 | 11,624 | 71.4 | 4,656 | 14,530 | 17,450 | 1,170 | |
| REPAIRS & MAINTENANCE | 387 | 1,900 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| CONTRACTED SERVICES | 233,000 | 233,000 | 233,000 | 168,901 | 72.5 | 64,099 | 211,126 | 277,500 | 44,500 | |
| DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| CAPITAL OUTLAY < \$5K | 5,030 | 5,030 | 5,030 | 240 | 4.8 | 4,790 | 300 | 1,620 | (3,410) | |
| CAPITAL OUTLAY > \$5K | 14,218 | 14,218 | 14,218 | 9,384 | 66.0 | 4,834 | 11,731 | 6,000 | (8,218) | |
| TOTAL COURT | 442,464 | 443,977 | 442,077 | 315,509 | 71.4 | 126,568 | 394,387 | 484,120 | 42,043 | |

POLICE

| | | | | | | | | | | |
|-----------------------|-----------|-----------|-----------|-----------|-------|---------|-----------|-----------|----------|--|
| PERSONNEL | 2,138,146 | 2,138,146 | 2,138,146 | 1,627,872 | 76.1 | 510,274 | 2,034,840 | 2,239,417 | 101,271 | |
| OPERATING | 157,831 | 157,831 | 157,831 | 124,535 | 78.9 | 33,296 | 155,669 | 228,105 | 70,274 | |
| REPAIRS & MAINTENANCE | 66,400 | 66,400 | 66,400 | 59,474 | 89.6 | 6,926 | 74,342 | 81,000 | 14,600 | |
| CONTRACTED SERVICES | 111,258 | 111,258 | 111,258 | 101,565 | 91.3 | 9,693 | 126,957 | 172,492 | 61,234 | |
| DEBT PAYMENTS | 188,350 | 188,350 | 188,350 | 188,350 | 100.0 | 0 | 235,438 | 188,750 | 400 | |
| CAPITAL OUTLAY < \$5K | 13,838 | 13,838 | 13,838 | 2,672 | 19.3 | 11,166 | 3,340 | 16,800 | 2,962 | |
| CAPITAL OUTLAY > \$5K | 60,000 | 60,000 | 60,000 | 15,682 | 26.1 | 44,318 | 19,603 | 44,470 | (15,530) | |
| TOTAL POLICE | 2,735,823 | 2,735,823 | 2,735,823 | 2,120,151 | 77.5 | 615,672 | 2,650,189 | 2,971,033 | 235,210 | |

INFORMATION TECHNOLOGY (I.T.)

| | | | | | | | | | | |
|-----------------------|---------|---------|---------|---------|----------|---------|--------|---------|----------|--|
| PERSONNEL | 83,297 | 83,297 | 83,297 | 60,674 | 72.8 | 22,624 | 75,842 | 83,297 | 0 | |
| OPERATING | 87,145 | 87,145 | 87,145 | 58,967 | 67.7 | 28,178 | 0 | 100,100 | 12,955 | |
| REPAIRS & MAINTENANCE | 6,085 | 6,085 | 6,085 | 0 | 0.0 | 6,085 | 0 | 6,085 | 0 | |
| CONTRACTED SERVICES | 203,730 | 203,730 | 203,730 | 130,518 | 64.1 | 73,212 | 24 | 124,230 | (79,500) | |
| CAPITAL OUTLAY < \$5K | 5 | 5 | 5 | 922 | 18,432.6 | (917) | 0 | 55,000 | 54,995 | |
| CAPITAL OUTLAY > \$5K | 10,000 | 10,000 | 10,000 | 9,922 | 99.2 | 78 | 323 | 15,000 | 5,000 | |
| TOTAL I.T | 390,262 | 390,262 | 390,262 | 261,002 | 66.9 | 129,260 | 29,853 | 383,712 | (6,550) | |

| | | | | | | | | | | |
|--------------------|-----------|-----------|-----------|-----------|------|-----------|--|--|--|--|
| TOTAL EXPENDITURES | 6,094,885 | 6,109,421 | 6,481,784 | 4,653,967 | 71.8 | 1,827,817 | | | | |
|--------------------|-----------|-----------|-----------|-----------|------|-----------|--|--|--|--|

| | | | | | | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-------------|--|--|--|--|--|
| REVENUES OVER/(UNDER) EXPENDITURES | (342,850) | (357,386) | (607,068) | 1,405,182 | (2,012,250) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-------------|--|--|--|--|--|

| | | | | | | | | | | |
|--|-----------|-----------|---------|--|--|--|--|--|--|--|
| | 5,715,806 | 6,858,772 | 376,989 | | | | | | | |
|--|-----------|-----------|---------|--|--|--|--|--|--|--|

| | | | | | | | | | | |
|--|-----------|-----------|---------|--|--|--|--|--|--|--|
| | 1,856,566 | (476,088) | 130,980 | | | | | | | |
|--|-----------|-----------|---------|--|--|--|--|--|--|--|

**10 -GENERAL FUND
REVENUES**

PROP. BUDGET WORKSHEETS

FY 2017-18

75.00% OF YEAR COMPLETE

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| ADMINISTRATION REVENUES | | | | | | | | | |
| TAXES | | | | | | | | | |
| 10-4100-40-40000 AD VALOREM TAXES - CURRENT | 2,141,979 | 2,141,979 | 2,141,979 | 2,108,465 | 98 | 33,514 | 2,635,581 | 2,502,859 | 360,880 |
| 10-4100-40-40010 AD VALOREM TAXES - PRIOR | 60,000 | 60,000 | 60,000 | 17,022 | 28 | 42,978 | 21,278 | 17,000 | -43,000 |
| 10-4100-40-40015 RENDITION PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-40-40016 VEHIVLE DEALER INVENTORY | | | 1,381 | 1,381 | 100 | 0 | 1,726 | 0 | -1,381 |
| 10-4100-40-40020 AD VALOREM TAXES P&I | 28,000 | 28,000 | 28,000 | 21,565 | 77 | 6,435 | 26,956 | 28,000 | 0 |
| 10-4100-40-40025 SALES TAX COMPTROLLER | 737,497 | 737,497 | 737,497 | 794,544 | 108 | -57,047 | 993,180 | 1,013,215 | 275,718 |
| 10-4100-40-40040 FRANCHISE TAX-ELECTRIC | 200,000 | 200,000 | 200,000 | 116,009 | 58 | 83,991 | 145,012 | 200,000 | 0 |
| 10-4100-40-40043 FRANCHISE TAX-CABLE TE | 60,000 | 60,000 | 60,000 | 55,243 | 92 | 4,757 | 69,053 | 60,000 | 0 |
| 10-4100-40-40044 FRANCHISE PEG TAX - CABLE TV | 20,000 | 20,000 | 20,000 | 8,160 | 41 | 11,840 | 10,200 | 20,000 | 0 |
| 10-4100-40-40045 FRANCHISE TAX-GAS/PROP | 20,000 | 20,000 | 20,000 | 20,756 | 104 | -756 | 25,945 | 20,000 | 0 |
| 10-4100-40-40047 FRANCHISE TAX-TELEPHONE | 44,500 | 44,500 | 44,500 | 49,397 | 111 | -4,897 | 61,747 | 44,500 | 0 |
| 10-4100-40-40050 FRANCHISE TAX-SOLID WASTE | 76,000 | 76,000 | 76,000 | 65,722 | 86 | 10,278 | 82,152 | 76,000 | 0 |
| 10-4100-40-40060 MIXED BEVERAGE TAXES | 5,500 | 5,500 | 5,500 | 5,176 | 94 | 324 | 6,470 | 5,500 | 0 |
| TOTAL TAXES | 3,393,476 | 3,393,476 | 3,394,857 | 3,263,439 | 96 | 131,418 | 4,079,299 | 3,987,074 | 592,217 |
| MISCELLANEOUS | | | | | | | | | |
| 10-4100-42-42099 MISCELLANEOUS | 8,200 | 8,200 | 8,200 | 89,988 | 1,097 | -81,788 | 112,485 | 8,200 | 0 |
| 10-4100-42-42100 GRANTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-42-42500 DONATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-42-48100 UNCLAIMED PROPERTY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS | 8,200 | 8,200 | 8,200 | 89,988 | 1,097 | -81,788 | 112,485 | 8,200 | 0 |
| PERMITS/LICENSES | | | | | | | | | |
| 10-4100-45-42010 PERMITS-PET | 75 | 75 | 75 | 360 | 480 | -285 | 450 | 320 | 245 |
| 10-4100-45-42020 HEALTH PERMITS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-45-42040 PERMITS- CITY MISC | 150 | 150 | 150 | 0 | 0 | 150 | 0 | 150 | 0 |
| 10-4100-45-42050 LICENSES- ALCHOLIC BEV | 2,400 | 2,400 | 2,400 | 1,460 | 61 | 940 | 1,825 | 1,460 | -940 |
| TOTAL PERMITS/LICENSES | 2,625 | 2,625 | 2,625 | 1,820 | 69 | 805 | 2,275 | 1,930 | -695 |
| OTHER | | | | | | | | | |
| 10-4100-48-42050 NOTARY FEES | 298 | 298 | 298 | 178 | 60 | 120 | 223 | 298 | 0 |
| 10-4100-48-42100 REIMBURSED EXPENSES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-48-48000 INTEREST INCOME | 1,500 | 1,500 | 1,500 | 2,627 | 175 | -1,127 | 3,284 | 3,100 | 1,600 |
| TOTAL OTHER | 1,798 | 1,798 | 1,798 | 2,805 | 156 | -1,007 | 3,506 | 3,398 | 1,600 |
| TOTAL ADMINISTRATION REVENUES | 3,406,099 | 3,406,099 | 3,407,480 | 3,358,052 | 99 | 49,428 | 4,197,565 | 4,000,602 | 593,122 |

| | FY 2016-17 | FY 2016-17 | FY 2016-17 | AS OF 06/30/2017 | % OF | BUDGET | PROJECTED | REQUESTED | REQUESTED |
|--------------------------------------|----------------|----------------|----------------|------------------|-----------|---------------|----------------|----------------|---------------|
| STREET REVENUES | ACTUAL | ORIG. BUDGET | CURR. BUDGET | Y-T-D ACTUAL | BUDGET | BALANCE | YEAR END | 2017-18 BUDGET | BUDGET DIFF. |
| MISCELLANEOUS | | | | | | | | | |
| 10-4225-42-42098 CAP METRO BCT | 50,000 | 50,000 | 71,300 | 124,900 | 175 | -53,600 | 156,125 | 106,000 | 34,700 |
| 10-4225-42-42099 MISCELLANEOUS | 10 | 10 | 10 | 0 | 0 | 10 | 0 | 0 | -10 |
| TOTAL MISCELLANEOUS | 50,010 | 50,010 | 71,310 | 124,900 | 175 | -53,590 | 156,125 | 106,000 | 34,690 |
| SANITATION CHARGES | | | | | | | | | |
| 10-4225-44-44010 SOLID WASTE REVENUE | 660,500 | 660,500 | 660,500 | 549,415 | 83 | 111,085 | 686,769 | 660,500 | 0 |
| 10-4225-44-44025 LATE FEES TRASH | 12,000 | 12,000 | 12,000 | 11,728 | 98 | 272 | 14,660 | 12,000 | 0 |
| 10-4225-44-44031 ADJUSTMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL SANITATION CHARGES | 672,500 | 672,500 | 672,500 | 561,143 | 83 | 111,357 | 701,429 | 672,500 | 0 |
| TOTAL STREET REVENUES | 722,510 | 722,510 | 743,810 | 686,043 | 92 | 57,767 | 857,554 | 778,500 | 34,690 |

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| DEVELOPMENT SERVICES REVENUES | | | | | | | | | |
| MISCELLANEOUS | | | | | | | | | |
| 10-4300-42-42090 TECHNOLOGY FEES | 10,000 | 10,000 | 10,000 | 18,865 | 189 | -8,865 | 23,581 | 15,000 | 5,000 |
| 10-4300-42-42091 ONLINE PAYMENT FEE | 200 | 200 | 200 | 1,252 | | | | 1,200 | 1,000 |
| TOTAL MISCELLANEOUS | 10,200 | 10,200 | 10,200 | 20,117 | 197 | -9,917 | 23,581 | 16,200 | 6,000 |
| PERMITS/LICENSES | | | | | | | | | |
| 10-4300-45-42040 PERMITS-CITY MISC. | 1,000 | 1,000 | 1,000 | 0 | 0 | 1,000 | 0 | 1,000 | 0 |
| 10-4300-45-44095 SIGN PERMITS | 2,500 | 2,500 | 2,500 | 1,500 | 60 | 1,000 | 1,875 | 2,500 | 0 |
| 10-4300-45-44096 SITE PLAN | 12,000 | 12,000 | 12,000 | 8,383 | 70 | 3,617 | 10,478 | 10,000 | -2,000 |
| 10-4300-45-44097 NOTIFICATIONS | 1,300 | 1,300 | 1,300 | 0 | 0 | 1,300 | 0 | 1,300 | 0 |
| 10-4300-45-45000 DEVELOPER FUNDINGS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4300-45-45050 PLAT AND PLAN FEES | 108,000 | 108,000 | 108,000 | 148,795 | 138 | -40,795 | 185,993 | 108,000 | 0 |
| 10-4300-45-45075 BLDG. PLAN REVIEW | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-4300-45-45076 SUBDIVISION TEST & INSP | 300,000 | 300,000 | 300,000 | 158,654 | 53 | 141,346 | 198,318 | 150,000 | -150,000 |
| 10-4300-45-45077 ZONING | 11,220 | 11,220 | 11,220 | 12,549 | 112 | -1,329 | 15,686 | 11,220 | 0 |
| 10-4300-45-45100 BUILDING PERMITS | 465,606 | 465,606 | 465,606 | 953,062 | 205 | -487,456 | 1,191,327 | 465,000 | -606 |
| 10-4300-45-45101 R.O.W. PERMITS | 0 | 0 | 0 | 450 | 0 | -450 | 563 | 0 | 0 |
| 10-4300-45-45200 BUILDINGS INSPECTION FEES | 155,000 | 155,000 | 155,000 | 45,190 | 29 | 109,810 | 56,488 | 155,000 | 0 |
| 10-4300-45-45201 SUBDIV CONSTRUCTION | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4300-45-45500 PROFESSIONAL DEPOSIT FEES | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| TOTAL PERMITS/LICENSES | 1,056,826 | 1,056,826 | 1,056,826 | 1,328,582 | 126 | -271,756 | 1,660,727 | 904,220 | -152,606 |
| TOTAL DEVELOPMENT SERVICES REVENUES | 1,067,026 | 1,067,026 | 1,067,026 | 1,348,699 | 126 | -281,673 | 1,684,308 | 920,420 | -146,606 |

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| COURT REVENUES | | | | | | | | | |
| MISCELLANEOUS | | | | | | | | | |
| 10-4500-42-42090 ONLINE PAYMENT FEES | 1,000 | 1,000 | 1,000 | 5,172 | 517 | -4,172 | 6,465 | 4,600 | 3,600 |
| 10-4500-42-42099 TCDC REVENUES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS | 1,000 | 1,000 | 1,000 | 5,172 | 517 | -4,172 | 6,465 | 4,600 | 3,600 |
| COURT FEES | | | | | | | | | |
| 10-4500-46-46100 COURT TECHNOLOGY FEE | 10,000 | 10,000 | 10,000 | 9,385 | 94 | 615 | 11,732 | 10,000 | 0 |
| 10-4500-46-46200 COURT BUILDING SECURITY | 7,050 | 7,050 | 7,050 | 7,039 | 100 | 11 | 8,799 | 7,050 | 0 |
| 10-4500-46-46300 COURT COSTS EARNED | 485,000 | 485,000 | 585,000 | 566,139 | 97 | 18,861 | 707,674 | 585,000 | 0 |
| TOTAL COURT FEES | 502,050 | 502,050 | 602,050 | 582,564 | 97 | 19,486 | 728,204 | 602,050 | 0 |
| TOTAL COURT REVENUES | 503,050 | 503,050 | 603,050 | 587,736 | 97 | 15,314 | 734,669 | 606,650 | 3,600 |

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| POLICE REVENUES | | | | | | | | | |
| MISCELLANEOUS | | | | | | | | | |
| 10-4600-42-41015 GRANT PROCEEDS - POLIC | 350 | 350 | 350 | 22,513 | 6,432 | -22,163 | 28,141 | 22,513 | 22,163 |
| 10-4600-42-41024 NATIONAL NIGHT OUT CAM | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-42-41025 RESTRICTED DONATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-42-42099 MISCELLANEOUS | 20,000 | 20,000 | 20,000 | 9,178 | 46 | 10,822 | 11,472 | 11,000 | -9,000 |
| TOTAL MISCELLANEOUS | 20,350 | 20,350 | 20,350 | 31,691 | 156 | -11,341 | 39,613 | 33,513 | 13,163 |
| POLICE CHARGES/FEES | | | | | | | | | |
| 10-4600-47-47000 ASSET SEIZURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-47-47009 ALARM PERMIT | 7,000 | 7,000 | 7,000 | 7,290 | 104 | -290 | 9,113 | 7,000 | 0 |
| 10-4600-47-47010 POLICE REPORTS | 1,350 | 1,350 | 1,350 | 1,422 | 105 | -72 | 1,778 | 1,350 | 0 |
| 10-4600-47-47011 FINGER PRINTING | 50 | 50 | 50 | 10 | 20 | 40 | 13 | 50 | 0 |
| 10-4600-47-47110 MOTOR VEHICLE DISB | 4,500 | 4,500 | 4,500 | 3,700 | 82 | 800 | 4,625 | 4,500 | 0 |
| 10-4600-47-47200 WARRANT AND FTA FEES | 100 | 100 | 100 | 110 | 110 | -10 | 137 | 100 | 0 |
| 10-4600-47-47310 IMPOUNDS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-47-47325 AUCTIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-47-47400 POLICE CAR RENTAL INCO | 20,000 | 20,000 | 20,000 | 34,396 | 172 | -14,396 | 42,996 | 30,000 | 10,000 |
| TOTAL POLICE CHARGES/FEES | 33,000 | 33,000 | 33,000 | 46,929 | 142 | -13,929 | 58,661 | 43,000 | 10,000 |
| TOTAL POLICE REVENUES | 53,350 | 53,350 | 53,350 | 78,619 | 147 | -25,269 | 98,274 | 76,513 | 23,163 |
| NON-DEPARTMENTAL REVENUES | | | | | | | | | |
| OTHER FINANCING SOURCES | | | | | | | | | |
| 10-4999-41-41050 LOAN PROCEEDS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TRANSFERS | | | | | | | | | |
| 10-4999-49-50005 TRANSFERS IN | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4999-49-50010 TRANSFERS FROM CPF | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4999-49-59000 TRANSFERS FROM UF | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL TRANSFERS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL NON-DEPARTMENTAL REVENUES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL REVENUES | 5,752,035 | 5,752,035 | 5,874,716 | 6,059,149 | 103 | -184,433 | 7,572,371 | 6,382,685 | 507,969 |

**10 -GENERAL FUND
DEPARTMENTAL EXPENDITURES**

PROP. BUDGET WORKSHEETS

FY 2017-18

75.00% OF YEAR COMPLETE

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| ADMINISTRATION EXPENDITURES | | | | | | | | | |
| PERSONNEL | | | | | | | | | |
| 10-5100-50-50010 SALARIES | 247,199 | 247,199 | 247,199 | 184,107 | 74 | 63,092 | 230,134 | 259,550 | 12,351 |
| 10-5100-50-50050 OVERTIME | 200 | 200 | 200 | 106 | 53 | 94 | 132 | 0 | -200 |
| 10-5100-50-50075 LONGEVITY | 1,400 | 1,400 | 1,400 | 1,400 | 100 | 0 | 1,750 | 1,500 | 100 |
| 10-5100-50-50200 EMPLOYER PAID TAXES | 18,915 | 18,915 | 18,915 | 13,832 | 73 | 5,083 | 17,290 | 20,009 | 1,094 |
| 10-5100-50-50255 WORKERS' COMPENSATION | 800 | 800 | 800 | 686 | 86 | 114 | 857 | 800 | 0 |
| 10-5100-50-50325 HEALTH INSURANCE | 18,947 | 18,947 | 18,947 | 10,116 | 53 | 8,831 | 12,645 | 18,947 | 0 |
| 10-5100-50-50335 HEALTH ASSISTANCE | 238 | 238 | 238 | 258 | 109 | -20 | 323 | 260 | 22 |
| 10-5100-50-50410 EMPLOYER RETIREMENT CO | 10,782 | 10,782 | 10,782 | 7,853 | 73 | 2,930 | 9,816 | 11,758 | 976 |
| 10-5100-50-50520 EMPLOYEE EDUCATION | 5,000 | 5,000 | 5,000 | 2,751 | 55 | 2,249 | 3,439 | 5,000 | 0 |
| 10-5100-50-50650 VEHICLE ALLOWANCE | 12,000 | 12,000 | 12,000 | 9,231 | 77 | 2,769 | 11,538 | 7,200 | -4,800 |
| 10-5100-50-50700 REIMBURSABLE UNEMPLOYM | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| TOTAL PERSONNEL | 315,981 | 315,981 | 315,981 | 230,339 | 73 | 85,642 | 287,924 | 325,524 | 9,543 |
| OPERATING | | | | | | | | | |
| 10-5100-51-51010 ADVER/NOTIFICATION/PUBLIC HEARIN | 4,500 | 4,500 | 4,500 | 3,715 | 83 | 785 | 4,644 | 4,500 | 0 |
| 10-5100-51-51011 PRE-EMPLO SCREENING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 10-5100-51-51041 EMPLOYEE APPRECIATION | 3,000 | 3,000 | 3,000 | 1,863 | 62 | 1,137 | 2,328 | 3,000 | 0 |
| 10-5100-51-51160 ELECTION EXPENSES | 4,500 | 4,500 | 4,500 | 2,972 | 66 | 1,528 | 3,715 | 6,500 | 2,000 |
| 10-5100-51-51335 INSURANCE-PROPERTY, CA | 1,700 | 1,700 | 1,700 | 1,087 | 64 | 613 | 1,359 | 1,700 | 0 |
| 10-5100-51-51338 INSURANCE LIABILITY | 8,000 | 8,000 | 8,000 | 6,000 | 75 | 2,000 | 7,500 | 8,000 | 0 |
| 10-5100-51-51480 MEETING EXPENSES | 2,000 | 2,000 | 2,000 | 806 | 40 | 1,194 | 1,007 | 2,000 | 0 |
| 10-5100-51-51485 MISCELLANEOUS | 11,500 | 11,500 | 11,500 | 36,872 | 321 | -25,372 | 46,090 | 11,500 | 0 |
| 10-5100-51-51602 PENALTIES & INTEREST | 150 | 150 | 150 | 0 | 0 | 150 | 0 | 150 | 0 |
| 10-5100-51-51603 PERIODICALS AND PUBLIC | 600 | 600 | 600 | 218 | 36 | 383 | 272 | 1,100 | 500 |
| 10-5100-51-51625 POSTAGE/DELIVERY | 550 | 550 | 550 | 25 | 5 | 525 | 32 | 550 | 0 |
| 10-5100-51-51634 EDC BEAUTIFICATION | 50,000 | 50,000 | 50,000 | 0 | 0 | 50,000 | 0 | 50,000 | 0 |
| 10-5100-51-51635 PROFESSIONAL & MEMBERS | 5,500 | 5,500 | 5,500 | 4,863 | 88 | 637 | 6,079 | 5,500 | 0 |
| 10-5100-51-51746 SUPPLIES-OFFICE | 9,000 | 9,000 | 9,000 | 2,862 | 32 | 6,138 | 3,577 | 9,000 | 0 |
| 10-5100-51-51780 TRAVEL | 7,000 | 7,000 | 7,000 | 2,595 | 37 | 4,405 | 3,244 | 7,200 | 200 |
| 10-5100-51-51813 UTILITIES-ELECTRIC BLU | 9,500 | 9,500 | 9,500 | 5,334 | 56 | 4,166 | 6,668 | 9,500 | 0 |
| 10-5100-51-51817 UTILITIES-NATURAL GAS | 1,200 | 1,200 | 1,200 | 470 | 39 | 730 | 588 | 1,200 | 0 |
| 10-5100-51-52110 OFFICE EQUIPMENT LEASE | 4,000 | 4,000 | 4,000 | 2,187 | 55 | 1,813 | 2,734 | 4,000 | 0 |
| TOTAL OPERATING | 122,700 | 122,700 | 122,700 | 71,870 | 59 | 50,830 | 89,837 | 125,400 | 2,700 |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-----------|---------------|---------------|---------------|----------|
| 10-5100-52-52000 COMPUTER R&M | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-52-52010 BUILDING REPAIRS & MAI | 30,000 | 30,000 | 30,000 | 10,337 | 34 | 19,663 | 12,921 | 30,000 | 0 |
| 10-5100-52-52012 CLEANING & MAINTENANCE | 14,000 | 14,000 | 14,000 | 2,352 | 17 | 11,648 | 2,940 | 14,000 | 0 |
| 10-5100-52-52130 OFFICE EQUIPMENT REPAI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-52-52220 COMPUTER EQUIPMENT-MAI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL REPAIRS & MAINTENANCE | 44,000 | 44,000 | 44,000 | 12,689 | 29 | 31,312 | 15,861 | 44,000 | 0 |

CONTRACTED SERVICES

| | | | | | | | | | |
|--|---------------|---------------|---------------|---------------|-----------|--------------|----------------|----------------|---------------|
| 10-5100-54-51000 ACCOUNTING & AUDITING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-54-51165 ENGINEERING/PLANNING S | 55,000 | 55,000 | 55,000 | 63,088 | 115 | -8,088 | 78,860 | 70,000 | 15,000 |
| 10-5100-54-51440 LEGAL FEES | 29,000 | 29,000 | 29,000 | 15,686 | 54 | 13,314 | 19,608 | 29,000 | 0 |
| 10-5100-54-51500 CONSULTING SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-54-5150X I/T CONSULTING SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-54-51590 DOCUMENT STORAGE | 1,800 | 1,800 | 1,800 | 1,468 | 82 | 332 | 1,835 | 1,800 | 0 |
| 10-5100-54-51760 TAXING DISTRICT FEES | 14,000 | 14,000 | 14,000 | 13,744 | 98 | 256 | 17,180 | 14,000 | 0 |
| 10-5100-54-52005 EMERGENCY NOTIFICATION | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-54-52240 SOFTWARE ANNUAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-54-52241 SOFTWARE LICENSES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 99,800 | 99,800 | 99,800 | 93,986 | 94 | 5,814 | 117,483 | 114,800 | 15,000 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 10-5100-55-52110 OFFICE EQUIPMENT LEASE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-55-52210 LEASE- INCODE SOFTWARE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-55-60000 INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 10-5100-57-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-57-52200 COMPUTER EQUIPMENT-PUR | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 10-5100-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5100-58-52200 COMPUTER EQUIPMENT-PUR | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|
| TOTAL ADMINISTRATION EXPENDITURES | 582,481 | 582,481 | 582,481 | 408,884 | 70 | 173,597 | 511,105 | 609,724 | 27,243 |
|--|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|

| FINANCE EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 10-5150-50-50010 SALARIES | 302,245 | 302,245 | 302,245 | 199,829 | 66 | 102,416 | 249,786 | 318,286 | 16,040 |
| 10-5150-50-50050 OVERTIME | 2,413 | 2,413 | 2,413 | 354 | 15 | 2,059 | 443 | 2,310 | -103 |
| 10-5150-50-50075 LONGEVITY | 1,600 | 1,600 | 1,600 | 2,300 | 144 | -700 | 2,875 | 1,900 | 300 |
| 10-5150-50-50200 EMPLOYER PAID TAXES | 23,429 | 23,429 | 23,429 | 14,964 | 64 | 8,465 | 18,705 | 24,656 | 1,227 |
| 10-5150-50-50255 WORKERS' COMPENSATION | 1,950 | 1,950 | 1,950 | 1,415 | 73 | 535 | 1,768 | 2,016 | 66 |
| 10-5150-50-50325 HEALTH INSURANCE | 31,578 | 31,578 | 31,578 | 19,059 | 60 | 12,518 | 23,824 | 44,209 | 12,631 |
| 10-5150-50-50335 HEALTH ASSISTANCE | 240 | 240 | 240 | 258 | 108 | -18 | 323 | 240 | 0 |
| 10-5150-50-50410 EMPLOYER RETIREMENT CO | 12,671 | 12,671 | 12,671 | 8,188 | 65 | 4,483 | 10,235 | 14,100 | 1,429 |
| 10-5150-50-50520 EMPLOYEE EDUCATION | 500 | 500 | 500 | 60 | 12 | 440 | 75 | 500 | 0 |
| TOTAL PERSONNEL | 376,626 | 376,626 | 376,626 | 246,427 | 65 | 130,198 | 308,034 | 408,216 | 31,590 |
| OPERATING | | | | | | | | | |
| 10-5150-51-51010 ADVER/POSTING/PUBLIC HEARING | 4,500 | 4,500 | 4,500 | 0 | 0 | 4,500 | 0 | 4,500 | 0 |
| 10-5150-51-51011 PRE-EMPLOYMENT SCREEN | 100 | 100 | 100 | 35 | 35 | 65 | 44 | 100 | 0 |
| 10-5150-51-51042 CREDIT CARD MERCHANT SVCS | 33,500 | 33,500 | 33,500 | 22,605 | 67 | 10,895 | 28,256 | 33,500 | 0 |
| 10-5150-51-51080 CASH SHORT & OVER | 500 | 500 | 500 | -265 | -53 | 765 | -331 | 500 | 0 |
| 10-5150-51-51335 INSURANCE-PROPERTY, CA | 2,650 | 2,650 | 2,650 | 1,627 | 61 | 1,023 | 2,033 | 2,650 | 0 |
| 10-5150-51-51338 INSURANCE LIABILITY | 2,860 | 2,860 | 2,860 | 2,145 | 75 | 715 | 2,681 | 2,860 | 0 |
| 10-5150-51-51480 MEETING EXPENSES | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| 10-5150-51-51485 MISCELLANEOUS | 1,250 | 1,250 | 1,250 | 99 | 8 | 1,151 | 124 | 1,250 | 0 |
| 10-5150-51-51602 PENALTIES & INTEREST | 600 | 600 | 600 | 0 | 0 | 600 | 0 | 600 | 0 |
| 10-5150-51-51603 PERIODICALS AND PUBLIC | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5150-51-51625 POSTAGE/DELIVERY | 37,300 | 37,300 | 37,300 | 28,010 | 75 | 9,290 | 35,013 | 37,300 | 0 |
| 10-5150-51-51635 PROFESSIONAL & MEMBERS | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5150-51-51746 SUPPLIES-OFFICE | 3,000 | 3,000 | 3,000 | 2,141 | 71 | 859 | 2,676 | 3,000 | 0 |
| 10-5150-51-51770 TELEPHONE, COMMUNICATI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-51-51775 WIRELESS COMMUNICATI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-51-51780 TRAVEL | 500 | 500 | 500 | 416 | 83 | 84 | 520 | 500 | 0 |
| 10-5150-51-52110 OFFICE EQUIPMENT LEASE | 1,950 | 1,950 | 1,950 | 1,331 | 68 | 619 | 1,664 | 2,042 | 92 |
| 10-5150-51-52340 VEHICLE FUEL & OIL | 3,185 | 3,185 | 3,185 | 1,562 | 49 | 1,623 | 1,953 | 3,185 | 0 |
| TOTAL OPERATING | 92,595 | 92,595 | 92,595 | 59,706 | 64 | 32,889 | 74,632 | 92,687 | 92 |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|--|-----|-----|-----|-----|----|-----|-----|-----|---|
| 10-5150-52-52130 OFFICE EQUIPMENT REPAIR | 250 | 250 | 250 | 103 | 41 | 148 | 128 | 250 | 0 |
| 10-5150-52-52320 VEHICLE REPAIRS & MAINT | 600 | 600 | 600 | 121 | 20 | 479 | 151 | 600 | 0 |
| TOTAL REPAIRS & MAINTENANCE | 850 | 850 | 850 | 224 | 26 | 626 | 280 | 850 | 0 |

CONTRACTED SERVICES

| | | | | | | | | | |
|---|--------|--------|--------|--------|----|--------|--------|--------|---|
| 10-5150-54-51000 ACCOUNTING & AUDITING | 52,000 | 52,000 | 52,000 | 35,093 | 67 | 16,907 | 43,866 | 52,000 | 0 |
| 10-5150-52-52010 BUILDING REPAIRS & MAINT | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-51165 ENGINEERING/PLANNING S | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-51440 LEGAL FEES | 1,000 | 1,000 | 1,000 | 0 | 0 | 1,000 | 0 | 1,000 | 0 |
| 10-5150-54-51500 CONSULTING SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-51501 I/T CONSULTING SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-51590 DOCUMENT STORAGE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-52005 EMERGENCY NOTIFICATION | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-54-52240 SOFTWARE ANNUAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 53,000 | 53,000 | 53,000 | 35,093 | 66 | 17,907 | 43,866 | 53,000 | 0 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|-------|-------|-------|-------|-----|-------|-------|-------|---|
| 10-5150-51-52110 OFFICE EQUIPMENT LEASE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-55-52210 LEASE- INCODE SOFTWARE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-55-52310 VEHICLE LEASE EXPENSE | 7,650 | 7,650 | 7,650 | 7,650 | 100 | 7,634 | 9,563 | 7,650 | 0 |
| TOTAL DEBT PAYMENTS | 7,650 | 7,650 | 7,650 | 7,650 | 100 | 7,634 | 9,563 | 7,650 | 0 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|-------|-------|-------|---|---|-------|---|---|--------|
| 10-5150-57-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-57-52200 COMPUTER EQUIPMENT-PUR | 1,091 | 2,000 | 2,000 | 0 | 0 | 2,000 | 0 | 0 | -2,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 1,091 | 2,000 | 2,000 | 0 | 0 | 2,000 | 0 | 0 | -2,000 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 10-5150-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | | |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|
| TOTAL FINANCE EXPENDITURES | 531,812 | 532,721 | 532,721 | 349,100 | 66 | 183,621 | 436,375 | 562,403 | 29,682 |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|

| STREET EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 10-5225-50-50010 SALARIES | 289,019 | 289,019 | 289,019 | 190,655 | 66 | 98,365 | 238,318 | 106,509 | -182,510 |
| 10-5225-50-50050 OVERTIME | 9,650 | 9,650 | 9,650 | 5,928 | 61 | 3,722 | 7,410 | 9,650 | 0 |
| 10-5225-50-50075 LONGEVITY | 3,700 | 3,700 | 3,700 | 6,200 | 168 | -2,500 | 7,750 | 3,700 | 0 |
| 10-5225-50-50200 EMPLOYER PAID TAXES | 21,856 | 21,856 | 21,856 | 15,170 | 69 | 6,686 | 18,962 | 21,856 | 0 |
| 10-5225-50-50255 WORKERS' COMPENSATION | 11,025 | 11,025 | 11,025 | 12,003 | 109 | -978 | 15,004 | 11,025 | 0 |
| 10-5225-50-50325 HEALTH INSURANCE | 50,524 | 50,524 | 50,524 | 31,084 | 62 | 19,440 | 38,855 | 50,524 | 0 |
| 10-5225-50-50410 EMPLOYER RETIREMENT CO | 12,470 | 12,470 | 12,470 | 8,330 | 67 | 4,140 | 10,413 | 12,470 | 0 |
| 10-5225-50-50520 EMPLOYEE EDUCATION | 500 | 500 | 500 | 1,876 | 375 | -1,376 | 2,345 | 500 | 0 |
| 10-5225-50-50700 REIMB UNEMPLOYMENT | 1,400 | 1,400 | 1,400 | 7,669 | 548 | -6,269 | 9,586 | 9,069 | 7,669 |
| TOTAL PERSONNEL | 400,145 | 400,145 | 400,145 | 278,915 | 70 | 121,230 | 348,644 | 225,304 | -174,841 |
| OPERATING | | | | | | | | | |
| 10-5225-51-51011 PRE-EMPLOYMENT SCREENING | 100 | 100 | 100 | 141 | 141 | -41 | 176 | 100 | 0 |
| 10-5225-51-51335 INSURANCE-PROPERTY, CA | 1,400 | 1,400 | 1,400 | 800 | 57 | 600 | 1,000 | 1,400 | 0 |
| 10-5225-51-51338 INSURANCE LIABILITY | 2,220 | 2,220 | 2,220 | 2,896 | 130 | -676 | 3,620 | 2,220 | 0 |
| 10-5225-51-51485 MISCELLANEOUS | 500 | 500 | 500 | 305 | 61 | 195 | 381 | 500 | 0 |
| 10-5225-51-51610 LICENSES | 400 | 400 | 400 | 100 | 25 | 300 | 125 | 400 | 0 |
| 10-5225-51-51620 PHYSICALS/DRUG TESTING | 350 | 350 | 350 | 121 | 35 | 229 | 151 | 350 | 0 |
| 10-5225-51-51640 DUES & SUBSCRIPTIONS | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5225-51-51740 SUPPLIES CHEMICALS & MAT'LS | 40,000 | 40,000 | 40,000 | 17,371 | 43 | 22,629 | 21,713 | 40,000 | 0 |
| 10-5225-51-51746 SUPPLIES-OFFICE | 500 | 500 | 500 | 176 | 35 | 324 | 220 | 500 | 0 |
| 10-5225-51-51780 TRAVEL | 200 | 200 | 200 | 303 | 151 | -103 | 379 | 200 | 0 |
| 10-5225-51-51800 UNIFORMS & ACCESSORIES | 2,000 | 2,000 | 2,000 | 4,752 | 238 | -2,752 | 5,941 | 4,000 | 2,000 |
| 10-5225-51-51813 UTILITIES-ELECTRIC BLU | 42,000 | 42,000 | 42,000 | 34,550 | 82 | 7,450 | 43,188 | 47,000 | 5,000 |
| 10-5225-51-51815 UTILITIES-ELECTRIC TX | 9,000 | 9,000 | 9,000 | 6,029 | 67 | 2,971 | 7,536 | 9,000 | 0 |
| 10-5225-51-52340 FUEL & OIL | 13,000 | 13,000 | 13,000 | 8,483 | 65 | 4,517 | 10,603 | 13,000 | 0 |
| 10-5225-51-52440 EQUIPMENT RENTAL | 5,000 | 5,000 | 5,000 | 3,900 | 78 | 1,100 | 4,875 | 5,000 | 0 |
| 10-5225-51-54020 STREET SIGNS | 6,000 | 6,000 | 6,000 | 4,180 | 70 | 1,820 | 5,224 | 6,000 | 0 |
| TOTAL OPERATING | 122,770 | 122,770 | 122,770 | 84,106 | 69 | 38,664 | 104,956 | 129,770 | 7,000 |
| REPAIRS & MAINTENANCE | | | | | | | | | |
| 10-5225-52-52010 BUILDING REPAIRS & MAI | 2,500 | 2,500 | 2,500 | 977 | 39 | 1,523 | 1,221 | 2,500 | 0 |
| 10-5225-52-52320 VEH REPAIRS & MAINTENA | 14,000 | 14,000 | 14,000 | 2,790 | 20 | 11,210 | 3,488 | 14,000 | 0 |
| 10-5225-52-52430 MACHINERY EQUIP-REPAIR | 10,000 | 10,000 | 10,000 | 13,721 | 137 | -3,721 | 17,151 | 13,000 | 3,000 |
| 10-5225-52-54010 STREET REPAIRS & MAINT | 220,000 | 220,000 | 220,000 | 199,511 | 91 | 20,489 | 249,389 | 220,000 | 0 |
| 10-5225-52-54015 PARK REPAIRS /MAINTENAN | 35,000 | 35,000 | 35,000 | 7,091 | 20 | 27,909 | 8,864 | 35,000 | 0 |
| 10-5225-52-54016 CEMETARY REPAIRS/MAINTENANCE | 5,000 | 5,000 | 5,000 | 5,771 | 115 | -771 | 7,214 | 5,559 | 559 |
| TOTAL REPAIRS & MAINTENANCE | 286,500 | 286,500 | 286,500 | 229,862 | 80 | 56,638 | 287,328 | 290,059 | 3,559 |

CONTRACTED SERVICES

| | | | | | | | | | |
|---|---------|---------|---------|---------|-----|---------|---------|---------|--------|
| 10-5225-54-51165 ENGINEERING/PLANNING S | 10,000 | 10,000 | 10,000 | 19,413 | 194 | -9,413 | 24,266 | 20,000 | 10,000 |
| 10-5225-54-51440 LEGAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-54-54100 TRASH COLLECTION FEES | 690,000 | 690,000 | 690,000 | 563,120 | 82 | 126,880 | 703,900 | 690,000 | 0 |
| TOTAL CONTRACTED SERVICES | 700,000 | 700,000 | 700,000 | 582,533 | 83 | 117,467 | 728,167 | 710,000 | 10,000 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|---------|--------|--------|---|
| 10-5225-55-52310 VEHICLE LEASE EXPENSE | 52,735 | 52,735 | 52,735 | 73,945 | 140 | -21,210 | 92,431 | 52,735 | 0 |
| 10-5225-55-52410 MACHINERY EQUIPMENT LE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 52,735 | 52,735 | 52,735 | 73,945 | 140 | -21,210 | 92,431 | 52,735 | 0 |

GRANT EXPENDITURES

| | | | | | | | | | |
|-------------------------------------|---|---|---|---|---|---|---|---|---|
| 10-5225-56-58000 GRANT EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL GRANT EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|--------|--------|--------|--------|----|-------|--------|--------|---|
| 10-5225-57-52400 MACHINERY EQUIPMENT-PU | 10,000 | 10,000 | 10,000 | 8,065 | 81 | 1,935 | 10,081 | 10,000 | 0 |
| 10-5225-57-52450 TOOLS | 10,000 | 10,000 | 10,000 | 6,458 | 65 | 3,542 | 8,073 | 10,000 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 20,000 | 20,000 | 20,000 | 14,523 | 73 | 5,477 | 18,154 | 20,000 | 0 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|------|--------|--------|-------|
| 10-5225-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-58-52200 COMPUTER EQUIPMENT-PUR | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-58-52400 MACHINERY EQUIPMENT-PU | 20,000 | 20,000 | 20,000 | 20,949 | 105 | -949 | 26,186 | 21,000 | 1,000 |
| TOTAL CAPITAL OUTLAY > \$5K | 20,000 | 20,000 | 20,000 | 20,949 | 105 | -949 | 26,186 | 21,000 | 1,000 |

| | | | | | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|-----------------|
| TOTAL STREET EXPENDITURES | 1,602,150 | 1,602,150 | 1,602,150 | 1,284,833 | 80 | 317,317 | 1,605,865 | 1,448,868 | -153,282 |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|-----------------|

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED REQUESTED | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|------------------------|---------------------------|
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|------------------------|---------------------------|

PARKS EXPENDITURES**PERSONNEL**

| | | | | | | | | | |
|---|---------|---------|---------|---------|-----|---------|---------|---------|---------|
| 10-5400-50-50010 SALARIES | 289,019 | 289,019 | 289,019 | 190,655 | 66 | 98,365 | 238,318 | 225,276 | -63,743 |
| 10-5225-50-50050 OVERTIME | 9,650 | 9,650 | 9,650 | 5,928 | 61 | 3,722 | 7,410 | 6,800 | -2,850 |
| 10-5225-50-50075 LONGEVITY | 3,700 | 3,700 | 3,700 | 6,200 | 168 | -2,500 | 7,750 | 3,100 | -600 |
| 10-5225-50-50200 EMPLOYER PAID TAXES | 21,856 | 21,856 | 21,856 | 15,170 | 69 | 6,686 | 18,962 | 17,957 | -3,899 |
| 10-5225-50-50255 WORKERS' COMPENSATION | 11,025 | 11,025 | 11,025 | 12,003 | 109 | -978 | 15,004 | 13,500 | 2,475 |
| 10-5225-50-50325 HEALTH INSURANCE | 50,524 | 50,524 | 50,524 | 31,084 | 62 | 19,440 | 38,855 | 37,893 | -12,631 |
| 10-5225-50-50410 EMPLOYER RETIREMENT CO | 12,470 | 12,470 | 12,470 | 8,330 | 67 | 4,140 | 10,413 | 10,270 | -2,200 |
| 10-5225-50-50520 EMPLOYEE EDUCATION | 500 | 500 | 500 | 1,876 | 375 | -1,376 | 2,345 | 3,000 | 2,500 |
| 10-5225-50-50700 REIMB UNEMPLOYMENT | 1,400 | 1,400 | 1,400 | 7,669 | 548 | -6,269 | 9,586 | 9,069 | 7,669 |
| TOTAL PERSONNEL | 400,145 | 400,145 | 400,145 | 278,915 | 70 | 121,230 | 348,644 | 326,866 | -73,279 |

OPERATING

| | | | | | | | | | |
|---|-----|-----|-----|-----|-----|-----|-----|-----|---|
| 10-5225-51-51011 PRE-EMPLOYMENT SCREENING | 100 | 100 | 100 | 141 | 141 | -41 | 176 | 100 | 0 |
|---|-----|-----|-----|-----|-----|-----|-----|-----|---|

| | | | | | | | | | |
|---|---------|---------|---------|--------|-----|--------|--------|---------|---------|
| 10-5225-51-51335 INSURANCE-PROPERTY, CA | 1,400 | 1,400 | 1,400 | 800 | 57 | 600 | 1,000 | 1,400 | 0 |
| 10-5225-51-51338 INSURANCE LIABILITY | 2,220 | 2,220 | 2,220 | 2,896 | 130 | -676 | 3,620 | 2,220 | 0 |
| 10-5225-51-51485 MISCELLANEOUS | 500 | 500 | 500 | 305 | 61 | 195 | 381 | 0 | -500 |
| 10-5225-51-51610 LICENSES | 400 | 400 | 400 | 100 | 25 | 300 | 125 | 600 | 200 |
| 10-5225-51-51620 PHYSICALS/DRUG TESTING | 350 | 350 | 350 | 121 | 35 | 229 | 151 | 200 | -150 |
| 10-5225-51-51640 DUES & SUBSCRIPTIONS | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5225-51-51740 SUPPLIES CHEMICALS | 40,000 | 40,000 | 40,000 | 17,371 | 43 | 22,629 | 21,713 | 5,000 | -35,000 |
| 10-5225-51-51741 SUPPLIES MATERIALS | | | | | | | | 7,500 | |
| 10-5225-51-51746 SUPPLIES-OFFICE | 500 | 500 | 500 | 176 | 35 | 324 | 220 | 0 | -500 |
| 10-5225-51-51780 TRAVEL | 200 | 200 | 200 | 303 | 151 | -103 | 379 | 1,000 | 800 |
| 10-5225-51-51800 UNIFORMS & ACCESSORIES | 2,000 | 2,000 | 2,000 | 4,752 | 238 | -2,752 | 5,941 | 3,000 | 1,000 |
| 10-5225-51-51813 UTILITIES-ELECTRIC BLU | 42,000 | 42,000 | 42,000 | 34,550 | 82 | 7,450 | 43,188 | 1,000 | -41,000 |
| 10-5225-51-51815 UTILITIES-ELECTRIC TX | 9,000 | 9,000 | 9,000 | 6,029 | 67 | 2,971 | 7,536 | 0 | -9,000 |
| 10-5225-51-52340 FUEL & OIL | 13,000 | 13,000 | 13,000 | 8,483 | 65 | 4,517 | 10,603 | 6,500 | -6,500 |
| 10-5225-51-52440 EQUIPMENT RENTAL | 5,000 | 5,000 | 5,000 | 3,900 | 78 | 1,100 | 4,875 | 1,500 | -3,500 |
| 10-5400-51-54020 PARKS SIGNS | | | | | 0 | 0 | 0 | 1,000 | 1,000 |
| TOTAL OPERATING | 116,770 | 116,770 | 116,770 | 79,926 | 68 | 36,844 | 99,731 | 31,120 | -85,650 |
| REPAIRS & MAINTENANCE | | | | | | | | | |
| 10-5225-52-52010 BUILDING REPAIRS & MAI | 2,500 | 2,500 | 2,500 | 977 | 39 | 1,523 | 1,221 | 1,500 | -1,000 |
| 10-5225-52-52320 VEH REPAIRS & MAINTENA | 14,000 | 14,000 | 14,000 | 2,790 | 20 | 11,210 | 3,488 | 7,000 | -7,000 |
| 10-5225-52-52430 MACHINERY EQUIP-REPAIR | 10,000 | 10,000 | 10,000 | 13,721 | 137 | -3,721 | 17,151 | 6,500 | -3,500 |
| 10-5225-52-54015 PARK REPAIRS /MAINTENAN | 35,000 | 35,000 | 35,000 | 7,091 | 20 | 27,909 | 8,864 | 80,000 | 45,000 |
| 10-5225-52-54016 CEMETARY REPAIRS/MAINTENANCE | 5,000 | 5,000 | 5,000 | 5,771 | 115 | -771 | 7,214 | 30,000 | 25,000 |
| TOTAL REPAIRS & MAINTENANCE | 66,500 | 66,500 | 66,500 | 30,351 | 46 | 36,149 | 37,938 | 125,000 | 58,500 |
| CONTRACTED SERVICES | | | | | | | | | |
| 10-5225-54-51165 ENGINEERING/PLANNING S | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-54-51440 LEGAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-54-54100 TRASH COLLECTION FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DEBT PAYMENTS | | | | | | | | | |
| 10-5225-55-52310 VEHICLE LEASE EXPENSE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28,200 | 28,200 |
| 10-5225-55-52410 MACHINERY EQUIPMENT LE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28,200 | 28,200 |
| GRANT EXPENDITURES | | | | | | | | | |
| 10-5225-56-58000 GRANT EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL GRANT EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY < \$5K | | | | | | | | | |
| 10-5225-57-52400 MACHINERY EQUIPMENT-PU | 10,000 | 10,000 | 10,000 | 8,065 | 81 | 1,935 | 10,081 | 5,000 | -5,000 |
| 10-5225-57-52450 TOOLS | 10,000 | 10,000 | 10,000 | 6,458 | 65 | 3,542 | 8,073 | 6,000 | -4,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 20,000 | 20,000 | 20,000 | 14,523 | 73 | 5,477 | 18,154 | 11,000 | -9,000 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|------|--------|--------|--------|
| 10-5225-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-58-52200 COMPUTER EQUIPMENT-PUR | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-58-52400 MACHINERY EQUIPMENT-PU | 20,000 | 20,000 | 20,000 | 20,949 | 105 | -949 | 26,186 | 33,300 | 13,300 |
| TOTAL CAPITAL OUTLAY > \$5K | 20,000 | 20,000 | 20,000 | 20,949 | 105 | -949 | 26,186 | 33,300 | 13,300 |

| | | | | | | |
|---------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|
| TOTAL PARKS EXPENDITURES | 623,415 | 623,415 | 623,415 | 424,664 | 68 | 198,751 |
|---------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|

| | | |
|----------------|----------------|----------------|
| 530,654 | 555,486 | -67,929 |
|----------------|----------------|----------------|

| | | | | | | |
|--|---------------|---------------------|---------------------|---------------------|---------------|----------------|
| | 0 | 0 | CURR. BUDGET | Y-T-D ACTUAL | % OF | BUDGET |
| DEVELOPMENT SERVICES EXPENDITURES | ACTUAL | ORIG. BUDGET | CURR. BUDGET | Y-T-D ACTUAL | BUDGET | BALANCE |

| | | |
|-----------|----------------|--------------|
| PROJECTED | REQUESTED | REQUESTED |
| YEAR END | 2017-18 BUDGET | BUDGET DIFF. |

PERSONNEL

| | | | | | | | | | |
|---|---------|---------|---------|---------|-----|--------|---------|---------|--------|
| 10-5300-50-50010 SALARIES | 152,101 | 152,101 | 152,101 | 112,553 | 74 | 39,548 | 140,692 | 225,540 | 73,439 |
| 10-5300-50-50050 OVERTIME | 503 | 503 | 503 | 0 | 0 | 503 | 0 | 950 | 447 |
| 10-5300-50-50075 LONGEVITY | 400 | 400 | 400 | 400 | 100 | 0 | 500 | 600 | 200 |
| 10-5300-50-50200 EMPLOYER PAID TAXES | 11,705 | 11,705 | 11,705 | 8,366 | 71 | 3,339 | 10,457 | 17,357 | 5,652 |
| 10-5300-50-50255 WORKERS' COMPENSATION | 135 | 135 | 135 | 116 | 86 | 19 | 145 | 165 | 30 |
| 10-5300-50-50325 HEALTH INSURANCE | 18,947 | 18,947 | 18,947 | 12,585 | 66 | 6,361 | 15,732 | 25,262 | 6,316 |
| 10-5300-50-50335 HEALTH ASSISTANCE | | | | 258 | | | 323 | 258 | |
| 10-5300-50-50410 EMPLOYER RETIREMENT CO | 6,671 | 6,671 | 6,671 | 4,645 | 70 | 2,026 | 5,806 | 9,926 | 3,255 |
| 10-5300-50-50520 EMPLOYEE EDUCATION | 2,200 | 2,200 | 2,200 | 401 | 18 | 1,800 | 501 | 2,200 | 0 |
| 10-5300-50-50650 VEHICLE ALLOWANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| TOTAL PERSONNEL | 193,161 | 193,161 | 193,161 | 139,324 | 72 | 53,838 | 174,155 | 282,759 | 89,598 |

OPERATING

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|---------|--------|--------|--------|
| 10-5300-51-51011 PRE-EMPLOYMENT SCREENING | 0 | 0 | 0 | 34 | 0 | -34 | 42 | 20 | 20 |
| 10-5300-51-51042 CREDIT CARD MERCHANT | 0 | 0 | 0 | 22,446 | 0 | -22,446 | 28,058 | 0 | 0 |
| 10-5300-51-51330 BLDG INSPECTION FEES | 9,000 | 9,000 | 9,000 | 13,990 | 155 | -4,990 | 17,487 | 14,000 | 5,000 |
| 10-5300-51-51335 INSURANCE-PROPERTY, CA | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-51-51335 INSURANCE-PROPERTY, CA | 100 | 100 | 100 | 38 | 38 | 62 | 47 | 100 | 0 |
| 10-5300-51-51338 INSURANCE LIABILITY | 100 | 100 | 100 | 38 | 38 | 62 | 47 | 100 | 0 |
| 10-5300-51-51485 MISCELLANEOUS | 1,250 | 1,250 | 1,250 | 6,951 | 556 | -5,701 | 8,689 | 1,250 | 0 |
| 10-5300-51-51603 POSTING & NOTIFICATION | 1,500 | 1,500 | 1,500 | 4,081 | 272 | -2,581 | 5,101 | 2,516 | 1,016 |
| 10-5300-51-51610 PERMITS & LICENSES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-51-51611 TRAVIS CO RECORDATION FEES | 100 | 100 | 100 | 673 | 673 | -573 | 841 | 673 | 573 |
| 10-5300-51-51625 POSTAGE/DELIVERY | 350 | 350 | 350 | 2,171 | 620 | -1,821 | 2,713 | 1,175 | 825 |
| 10-5300-51-51635 PROF/MEMBERSHIP DUES | 1,000 | 1,000 | 1,000 | 710 | 71 | 290 | 888 | 1,000 | 0 |
| 10-5300-51-51746 SUPPLIES-OFFICE | 1,400 | 1,400 | 1,400 | 1,293 | 92 | 107 | 1,616 | 1,400 | 0 |
| 10-5300-51-51770 TELEPHONE, COMMUNICATI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-51-51775 WIRELESS COMMUNICATI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-51-51780 TRAVEL | 1,750 | 1,750 | 1,750 | 0 | 0 | 1,750 | 0 | 1,750 | 0 |
| 10-5300-51-51813 UTIL-ELECTRIC BLUEBONN | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-51-52110 OFFICE EQUIP LEASES | 350 | 350 | 350 | 1,145 | 327 | -795 | 1,432 | 1,670 | 1,320 |
| 10-5300-51-52340 VEHICLE FUEL & OIL | 1,000 | 1,000 | 1,000 | 1,932 | 193 | -932 | 2,415 | 5,000 | 1,320 |
| TOTAL OPERATING | 17,900 | 17,900 | 17,900 | 55,501 | 310 | -37,601 | 41,276 | 30,654 | 12,754 |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|---|-----|-----|-----|-----|-----|------|-----|-------|-----|
| 10-5300-52-52000 COMPUTER R&M | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-52-52010 BLDG REPAIRS & MAINT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-52-52012 CLEANING & MAINTENANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-52-52320 VEHICLE REPAIRS & MAIN | 100 | 100 | 100 | 276 | 276 | -176 | 345 | 1,000 | 900 |
| TOTAL REPAIRS & MAINTENANCE | 100 | 100 | 100 | 276 | 276 | -176 | 0 | 1,000 | 900 |

CONTRACTED SERVICES

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|---------|---------|--------|--------|
| 10-5300-54-51000 ACCOUNTING & AUDITING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-54-51165 ENG/PLANNING SERVICES | 50,000 | 50,000 | 50,000 | 73,455 | 147 | -23,455 | 91,819 | 74,000 | 24,000 |
| 10-5300-54-51440 LEGAL FEES | 8,000 | 8,000 | 8,000 | 675 | 8 | 7,325 | 844 | 8,000 | 0 |
| 10-5300-54-51501 I/T CONSULTING SERVICES | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| 10-5300-54-51590 DOCUMENT STORAGE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-54-52240 SOFTWARE ANNUAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-54-53240 ORDINANCE CODIFICATION SVC | 3,000 | 3,000 | 3,000 | 6,910 | 230 | -3,910 | 8,638 | 2,000 | -1,000 |
| 10-5300-54-54010 DEV SVCS PASS THRU | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 61,500 | 61,500 | 61,500 | 81,040 | 132 | -19,540 | 101,300 | 84,500 | 23,000 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 10-5300-55-52245 LEASE- INCODE SOFTWARE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-55-52311 INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|-----|---|---|---|---|---|---|---|---|
| 10-5300-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-58-52200 COMPUTER EQUIPMENT PUR | 977 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 977 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|-------|--------|---|---|---|---|---|---|---|
| 10-5300-58-52100 OFFICE EQUIPMENT PURCH | 2,000 | 14,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5300-58-52200 COMPUTER EQUIPMENT PUR | 0 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 2,000 | 16,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | | |
|--|----------------|----------------|----------------|----------------|------------|---------------|----------------|----------------|----------------|
| TOTAL DEVELOPMENT SERVICES EXPENDITURES | 272,661 | 288,661 | 272,661 | 276,141 | 101 | -3,479 | 316,731 | 398,913 | 126,252 |
|--|----------------|----------------|----------------|----------------|------------|---------------|----------------|----------------|----------------|

| MUNICIPAL COURT EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | 800 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|---------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 10-5500-50-50010 SALARIES | 115,776 | 115,776 | 115,776 | 81,709 | 71 | 34,067 | 102,136 | 118,048 | 2,272 |
| 10-5500-50-50050 OVERTIME | 1,084 | 1,084 | 1,084 | 4,849 | 447 | -3,765 | 6,061 | 5,500 | 4,416 |
| 10-5500-50-50075 LONGEVITY | 500 | 500 | 500 | 500 | 100 | 0 | 625 | 700 | 200 |
| 10-5500-50-50150 MUNICIPAL JUDGES SALAR | 13,600 | 13,600 | 13,600 | 11,100 | 82 | 2,500 | 13,875 | 13,600 | 0 |
| 10-5500-50-50200 EMPLOYER PAID TAXES | 8,984 | 8,984 | 8,984 | 6,445 | 72 | 2,539 | 8,056 | 9,159 | 176 |
| 10-5500-50-50255 WORKERS' COMPENSATION | 3,100 | 3,100 | 3,100 | 2,315 | 75 | 785 | 2,893 | 3,100 | 0 |
| 10-5500-50-50325 HEALTH INSURANCE | 18,946 | 18,946 | 18,946 | 13,837 | 73 | 5,110 | 17,296 | 18,946 | 0 |
| 10-5500-50-50335 HEALTH ASSITANCE | 0 | 0 | 0 | 258 | 0 | -258 | 323 | 258 | 258 |
| 10-5500-50-50410 EMPLOYER RETIREMENT CO | 4,859 | 4,859 | 4,859 | 3,507 | 72 | 1,351 | 4,384 | 5,238 | 379 |
| 10-5500-50-50520 EMPLOYEE EDUCATION | 2,700 | 2,700 | 2,700 | 840 | 31 | 1,860 | 1,050 | 3,000 | 300 |
| 10-5500-50-50650 INSURANCE ALLOWANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-50-50700 REIMB UNEMPLOYMENT | 4,000 | 4,000 | 4,000 | 0 | 0 | 4,000 | 0 | 4,000 | 0 |
| TOTAL PERSONNEL | 173,549 | 173,549 | 173,549 | 125,360 | 72 | 48,189 | 156,700 | 181,550 | 8,001 |
| OPERATING | | | | | | | | | |
| 10-5500-51-51011 PRE-EMPLOYMENT SCREENING | 25 | 25 | 25 | 0 | 0 | 25 | 0 | 25 | 0 |
| 10-5500-51-51042 COURT TECHNOLOGY EXPEN | 4,000 | 4,000 | 4,000 | 5,545 | 139 | -1,545 | 6,931 | 6,500 | 2,500 |
| 10-5500-51-51080 CASH SHORT (OVER) | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5500-51-51335 INSURANCE-PROPERTY, CA | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-51-51338 INSURANCE LIABILITY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-51-51485 MISCELLANEOUS | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 2,500 | -2,500 |
| 10-5500-51-51603 PERIODICALS & PUBLICAT | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 | 0 |
| 10-5500-51-51625 POSTAGE/DELIVERY | 1,300 | 1,300 | 1,300 | 1,538 | 118 | -238 | 1,923 | 1,600 | 300 |
| 10-5500-51-51635 PROFESSIONAL & MEMBERS | 320 | 320 | 320 | 0 | 0 | 320 | 0 | 320 | 0 |
| 10-5500-51-51746 SUPPLIES-OFFICE | 3,000 | 3,000 | 3,000 | 2,357 | 79 | 643 | 2,946 | 3,000 | 0 |
| 10-5500-51-51770 TELEPHONE, COMMUNICATI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-51-51780 TRAVEL | 1,300 | 1,300 | 1,300 | 1,039 | 80 | 261 | 1,298 | 1,500 | 200 |
| 10-5500-51-52100 COURT SECURITY | 35 | 35 | 35 | 0 | 0 | 35 | 0 | 0 | -35 |
| 10-5500-51-52110 OFFICE EQUIPMENT LEASE | 1,100 | 1,100 | 1,100 | 1,145 | 104 | -45 | 1,432 | 1,805 | 705 |
| TOTAL OPERATING | 16,280 | 16,280 | 16,280 | 11,624 | 71 | 4,656 | 14,530 | 17,450 | 1,170 |

CONTRACTED SERVICES

| | | | | | | | | | |
|-----------------------------------|---------|---------|---------|---------|-----|--------|---------|---------|--------|
| 10-5500-54-51440 LEGAL FEES | 20,000 | 20,000 | 20,000 | 19,503 | 98 | 497 | 24,379 | 23,000 | 3,000 |
| 10-5500-54-51595 COLLECTION FEES | 27,500 | 27,500 | 27,500 | 32,541 | 118 | -5,041 | 40,676 | 32,000 | 4,500 |
| 10-5500-54-56010 STATE COURT COST | 185,000 | 185,000 | 185,000 | 116,821 | 63 | 68,179 | 146,026 | 222,000 | 37,000 |
| 10-5500-54-56425 JURY EXPENSE | 500 | 500 | 500 | 36 | 7 | 464 | 45 | 500 | 0 |
| TOTAL CONTRACTED SERVICES | 233,000 | 233,000 | 233,000 | 168,901 | 72 | 64,099 | 211,126 | 277,500 | 44,500 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|-------|-------|-------|-----|---|-------|-----|-------|--------|
| 10-5500-57-56105 CAP OUTLAY-COURT SECUR | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,620 | 1,620 |
| 10-5500-57-56108 CAP OUTLAY-COURT TECH | 5,030 | 5,030 | 5,030 | 240 | 5 | 4,790 | 300 | 0 | -5,030 |
| TOTAL CAPITAL OUTLAY < \$5K | 5,030 | 5,030 | 5,030 | 240 | 5 | 4,790 | 300 | 1,620 | -3,410 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|--------|--------|--------|-------|----|-------|--------|-------|--------|
| 10-5500-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-58-56105 CAP OUTLAY-COURT SECUR | 14,218 | 14,218 | 14,218 | 9,384 | 66 | 4,834 | 11,731 | 6,000 | -8,218 |
| 10-5500-58-56108 CAP OUTLAY-COURT TECH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 14,218 | 14,218 | 14,218 | 9,384 | 66 | 4,834 | 11,731 | 6,000 | -8,218 |

| | | | | | | | | | |
|---------------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|
| TOTAL MUNICIPAL COURT EXPENSES | 442,464 | 443,977 | 442,077 | 315,509 | 71 | 126,568 | 394,387 | 484,120 | 42,043 |
|---------------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|---------------|

| POLICE EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | 800 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|---------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 10-5600-50-50010 SALARIES | 1,637,380 | 1,637,380 | 1,637,380 | 1,284,082 | 78 | 353,298 | 1,605,102 | 1,705,260 | 67,880 |
| 10-5600-50-50050 OVERTIME | 64,903 | 64,903 | 64,903 | 19,978 | 31 | 44,925 | 24,973 | 68,000 | 3,097 |
| 10-5600-50-50075 LONGEVITY PAY | 8,500 | 8,500 | 8,500 | 13,100 | 154 | -4,600 | 16,375 | 9,900 | 1,400 |
| 10-5600-50-50200 EMPLOYER PAID TAXES | 130,875 | 130,875 | 130,875 | 98,918 | 76 | 31,957 | 123,647 | 136,280 | 5,405 |
| 10-5600-50-50255 WORKERS' COMPENSATION | 17,000 | 17,000 | 17,000 | 14,576 | 86 | 2,424 | 18,220 | 17,000 | 0 |
| 10-5600-50-50325 HEALTH INSURANCE | 189,466 | 189,466 | 189,466 | 132,163 | 70 | 57,303 | 165,204 | 195,781 | 6,316 |
| 10-5600-50-50335 HEALTH ASSISTANCE | 238 | 238 | 238 | 258 | 109 | -20 | 323 | 258 | 20 |
| 10-5600-50-50410 EMPLOYER RETIREMENT CO | 70,784 | 70,784 | 70,784 | 53,693 | 76 | 17,090 | 67,117 | 77,938 | 7,154 |
| 10-5600-50-50520 EMPLOYEE EDUCATION | 15,000 | 15,000 | 15,000 | 11,104 | 74 | 3,896 | 13,880 | 25,000 | 10,000 |
| 10-5600-50-50700 REIMB UNEMPLOYMENT | 4,000 | 4,000 | 4,000 | 0 | 0 | 4,000 | 0 | 4,000 | 0 |
| TOTAL PERSONNEL | 2,138,146 | 2,138,146 | 2,138,146 | 1,627,872 | 76 | 510,274 | 2,034,840 | 2,239,417 | 101,271 |
| OPERATING | | | | | | | | | |
| 10-5600-51-51010 ADVER/POSTING NOTIFICATIONS | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| 10-5600-51-51335 INSURANCE-PROPERTY, CA | 650 | 650 | 650 | 488 | 75 | 162 | 609 | 650 | 0 |
| 10-5600-51-51338 INSURANCE LIABILITY | 12,500 | 12,500 | 12,500 | 10,875 | 87 | 1,625 | 13,594 | 12,500 | 0 |
| 10-5600-51-51485 MISCELLANEOUS | 2,500 | 2,500 | 2,500 | 1,895 | 76 | 605 | 2,368 | 3,000 | 500 |
| 10-5600-51-51603 PERIODICALS & PUBLICAT | 500 | 500 | 500 | 421 | 84 | 79 | 526 | 250 | -250 |
| 10-5600-51-51610 LICENSING | 731 | 731 | 731 | 35 | 5 | 696 | 44 | 500 | -231 |
| 10-5600-51-51620 PHYSICALS/DRUG TESTING | 2,000 | 2,000 | 2,000 | 499 | 25 | 1,501 | 624 | 1,500 | -500 |
| 10-5600-51-51625 POSTAGE/DELIVERY | 2,000 | 2,000 | 2,000 | 1,253 | 63 | 747 | 1,567 | 2,000 | 0 |
| 10-5600-51-51635 PROFESSIONAL & MEMBERS | 250 | 250 | 250 | 591 | 236 | -341 | 739 | 1,100 | 850 |
| 10-5600-51-51743 SUPPLIES-EQUIPMENT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-51-51746 SUPPLIES-OFFICE | 7,800 | 7,800 | 7,800 | 7,947 | 102 | -147 | 9,934 | 8,500 | 700 |
| 10-5600-51-51748 SUPPLIES-POLICE SPECIA | 15,000 | 15,000 | 15,000 | 10,506 | 70 | 4,494 | 13,132 | 17,500 | 2,500 |
| 10-5600-51-51780 TRAVEL | 5,000 | 5,000 | 5,000 | 5,830 | 117 | -830 | 7,287 | 10,000 | 5,000 |
| 10-5600-51-51799 CID SPECIALTY EQUIPMENT | 1,000 | 1,000 | 1,000 | 551 | 55 | 449 | 689 | 5,000 | 4,000 |
| 10-5600-51-51800 UNIFORMS & ACCESSORIES | 15,000 | 15,000 | 15,000 | 14,004 | 93 | 996 | 17,504 | 27,705 | 12,705 |
| 10-5600-51-51801 SAFETY & ACCESSORIES | 2,000 | 2,000 | 2,000 | 1,214 | 61 | 786 | 1,518 | 2,000 | 0 |
| 10-5600-51-51802 AMMO/RANGE | 14,500 | 14,500 | 14,500 | 3,665 | 25 | 10,835 | 4,581 | 26,000 | 11,500 |
| 10-5600-51-51803 HONOR GUARD | 5,000 | 5,000 | 5,000 | 581 | 12 | 4,419 | 727 | 2,500 | -2,500 |
| 10-5600-51-51813 UTILITIES-ELECTRIC BLU | 12,000 | 12,000 | 12,000 | 6,682 | 56 | 5,318 | 8,352 | 12,000 | 0 |
| 10-5600-51-52110 OFFICE EQUIPMENT LEASE | 6,400 | 6,400 | 6,400 | 4,332 | 68 | 2,068 | 5,415 | 6,400 | 0 |
| 10-5600-51-52340 FUEL & OIL | 52,000 | 52,000 | 52,000 | 52,852 | 102 | -852 | 66,065 | 65,000 | 13,000 |
| 10-5600-51-57400 WRECKER SERVICE | 500 | 500 | 500 | 315 | 63 | 185 | 394 | 500 | 0 |
| 10-5600-51-51798 CRIME LAB | | | | | | | | 18,000 | 18,000 |
| 10-5600-51-51804 CITIZEN POLICE ACADEMY | | | | | | | | 2,500 | 2,500 |
| 10-5600-51-51805 POLICE BANQUET | | | | | | | | 2,500 | 2,500 |
| TOTAL OPERATING | 157,831 | 157,831 | 157,831 | 124,535 | 79 | 33,296 | 155,669 | 228,105 | 70,274 |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|---|--------|--------|--------|--------|-----|-------|--------|--------|--------|
| 10-5600-52-52010 BUILDING REPAIRS & MAI | 4,900 | 4,900 | 4,900 | 5,054 | 103 | -154 | 6,318 | 15,000 | 10,100 |
| 10-5600-52-52012 CLEANING & MAINTENANCE | 4,000 | 4,000 | 4,000 | 2,939 | 73 | 1,061 | 3,674 | 4,000 | 0 |
| 10-5600-52-52130 OFFICE EQUIPMENT REPAI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-52-52320 VEHICLE REPAIRS & MAIN | 57,500 | 57,500 | 57,500 | 51,480 | 90 | 6,020 | 64,350 | 62,000 | 4,500 |
| TOTAL REPAIRS & MAINTENANCE | 66,400 | 66,400 | 66,400 | 59,474 | 90 | 6,926 | 74,342 | 81,000 | 14,600 |

CONTRACTED SERVICES

| | | | | | | | | | |
|--|---------|---------|---------|---------|-----|-------|---------|---------|--------|
| 10-5600-54-51440 LEGAL FEES | 3,000 | 3,000 | 3,000 | 1,130 | 38 | 1,870 | 1,413 | 1,500 | -1,500 |
| 10-5600-54-51502 CONSULTING SERVICES | 2,000 | 2,000 | 2,000 | 0 | | | | 1,000 | -1,000 |
| 10-5600-54-52005 EMERGENCY NOTIFICATION | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-54-52240 SOFTWARE ANNUAL FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-54-57001 RRS EMERGENCY RADIO SYS | 13,675 | 13,675 | 13,675 | 7,852 | 57 | 5,823 | 9,815 | 15,500 | 1,825 |
| 10-5600-54-57350 EMERGENCY DISPATCH SER | 92,583 | 92,583 | 92,583 | 92,583 | 100 | 0 | 115,729 | 154,492 | 61,909 |
| TOTAL CONTRACTED SERVICES | 111,258 | 111,258 | 111,258 | 101,565 | 91 | 9,693 | 126,957 | 172,492 | 61,234 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|---------|---------|---------|---------|-----|---|---------|---------|-----|
| 10-5600-55-52210 COMPUTER EQUIPMENT LEA | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-55-52310 VEHICLE LEASE EXPENSE | 188,350 | 188,350 | 188,350 | 188,350 | 100 | 0 | 235,438 | 188,750 | 400 |
| 10-5600-55-52311 INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 188,350 | 188,350 | 188,350 | 188,350 | 100 | 0 | 235,438 | 188,750 | 400 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|--------|--------|--------|-------|----|--------|-------|--------|-------|
| 10-5600-57-57100 ANIMAL CONTROL EQUIPME | 4,000 | 4,000 | 4,000 | 887 | 22 | 3,113 | 1,109 | 7,000 | 3,000 |
| 10-5600-57-57101 OFFICE EQUIP PURCHASE | 9,838 | 9,838 | 9,838 | 1,785 | 18 | 8,054 | 2,231 | 9,800 | -38 |
| 10-5600-57-57200 SIEZURE FUND EXPENDITU | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 13,838 | 13,838 | 13,838 | 2,672 | 19 | 11,166 | 3,340 | 16,800 | 2,962 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|--|--------|--------|--------|--------|-----|--------|--------|--------|---------|
| 10-5600-58-52101 PD CONSTRUCTION SITE | 25,000 | 25,000 | 25,000 | 0 | 0 | 25,000 | 0 | 0 | -25,000 |
| 10-5600-58-52102 PD BUILDING PURCH/REMODEL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-58-52330 POLICE SPECIALTY EQUIP | 15,000 | 15,000 | 15,000 | 0 | 0 | 15,000 | 0 | 20,000 | 5,000 |
| 10-5600-58-57200 EMERGENCY & VEHICLE EQ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5600-58-57300 POLICE COMMUNICATION E | 15,000 | 15,000 | 15,000 | 15,682 | 105 | -682 | 19,603 | 15,000 | 0 |
| 10-5600-58-58000 GRANT EXPENDITURES | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 9,470 | 4,470 |
| TOTAL CAPITAL OUTLAY > \$5K | 60,000 | 60,000 | 60,000 | 15,682 | 26 | 44,318 | 19,603 | 44,470 | -15,530 |

| | | | | | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|----------------|
| TOTAL POLICE EXPENDITURES | 2,735,823 | 2,735,823 | 2,735,823 | 2,120,151 | 77 | 615,672 | 2,650,189 | 2,971,033 | 235,210 |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|----------------|

| IT EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 10-5700-50-50010 SALARIES | 60,144 | 60,144 | 60,144 | 46,208 | 77 | 13,936 | 57,760 | 60,144 | 0 |
| 10-5700-50-50050 OVERTIME | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5700-50-50075 LONGEVITY PAY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5700-50-50200 EMPLOYER PAID TAXES | 4,601 | 4,601 | 4,601 | 3,558 | 77 | 1,043 | 4,447 | 4,601 | 0 |
| 10-5700-50-50255 WORKERS' COMPENSATION | 750 | 750 | 750 | 686 | 91 | 64 | 857 | 750 | 0 |
| 10-5700-50-50325 HEALTH INSURANCE | 6,316 | 6,316 | 6,316 | 4,501 | 71 | 1,815 | 5,626 | 6,316 | 0 |
| 10-5700-50-50410 EMPLOYER RETIREMENT CO | 2,687 | 2,687 | 2,687 | 2,029 | 76 | 658 | 2,537 | 2,687 | 0 |
| 10-5700-50-50520 EMPLOYEE EDUCATION | 3,500 | 3,500 | 3,500 | 0 | 0 | 3,500 | 0 | 3,500 | 0 |
| 10-5700-50-50650 VEHICLE ALLOWANCE | 4,800 | 4,800 | 4,800 | 3,692 | 77 | 1,108 | 4,615 | 4,800 | 0 |
| 10-5700-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 | 0 |
| TOTAL PERSONNEL | 83,297 | 83,297 | 83,297 | 60,674 | 73 | 22,624 | 75,842 | 83,297 | 0 |
| OPERATING | | | | | | | | | |
| 10-5700-51-51625 POSTAGE/DELIVERY | 250 | 250 | 250 | 19 | 8 | 231 | 24 | 250 | 0 |
| 10-5700-51-51635 PROFESSIONAL/MEMBERSHIP | 550 | 550 | 550 | 0 | 0 | 550 | 0 | 550 | 0 |
| 10-5700-51-51746 SUPPLIES-OFFICES | 1,000 | 1,000 | 1,000 | 258 | 26 | 742 | 323 | 1,000 | 0 |
| 10-5700-51-51770 TELEPHONE COMMUNICATION | 35,368 | 35,368 | 35,368 | 23,882 | 68 | 11,486 | 29,853 | 36,000 | 632 |
| 10-5700-51-51775 WIRELESS COMMUNICATION | 47,677 | 47,677 | 47,677 | 34,807 | 73 | 12,870 | 43,509 | 60,000 | 12,323 |
| 10-5700-51-51780 TRAVEL | 2,300 | 2,300 | 2,300 | 0 | 0 | 2,300 | 0 | 2,300 | 0 |
| TOTAL OPERATING | 87,145 | 87,145 | 87,145 | 58,967 | 68 | 28,178 | 73,708 | 100,100 | |
| REPAIRS & MAINTENANCE | | | | | | | | | |
| 10-5700-52-52000 COMPUTER R & M | 6,085 | 6,085 | 6,085 | 0 | 0 | 6,085 | 0 | 6,085 | 0 |
| TOTAL REPAIRS & MAINTENANCE | 6,085 | 6,085 | 6,085 | 0 | 0 | 6,085 | 0 | 6,085 | 0 |
| CONTRACTED SERVICES | | | | | | | | | |
| 10-5700-54-51500 COMPUTER/HARDWARE LEASE | 80,000 | 80,000 | 80,000 | 63,759 | 80 | 16,242 | 79,698 | 0 | -80,000 |
| 10-5700-54-51501 IT CONSULTING SERVICES | 23,500 | 23,500 | 23,500 | 7,493 | 32 | 16,008 | 9,366 | 23,500 | 0 |
| 10-5700-54-52005 EMERGENCY NOTIFICATION | 4,500 | 4,500 | 4,500 | 4,120 | 92 | 380 | 5,150 | 5,000 | 500 |
| 10-5700-54-52240 SOFTWARE ANNUAL FEES | 95,730 | 95,730 | 95,730 | 55,147 | 58 | 40,583 | 68,934 | 95,730 | 0 |
| TOTAL CONTRACTED SERVICES | 203,730 | 203,730 | 203,730 | 130,518 | 64 | 73,212 | 83,450 | 124,230 | |
| CAPITAL OUTLAY <\$5K | | | | | | | | | |
| 10-5700-57-52200 COMPUTER EQUIPMENT | 5 | 5 | 5 | 922 | 18,433 | -917 | 1,152 | 55,000 | 54,995 |
| 10-5700-57-56105 COURT SECURITY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5700-57-56108 COURT TECHNOLOGY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY<\$5K | 5 | 5 | 5 | 922 | 18,433 | -917 | 1,152 | 55,000 | |
| CAPITAL OUTLAY >\$5K | | | | | | | | | |
| 10-5700-58-52200 COMPUTER EQUIPMENT | 10,000 | 10,000 | 10,000 | 9,922 | 99 | 78 | 12,402 | 15,000 | 5,000 |
| TOTAL CAPITAL OUTLAY>\$5K | 10,000 | 10,000 | 10,000 | 9,922 | 99 | 78 | 12,402 | 15,000 | |
| TOTAL IT EXPENDITURES | | | 390,262 | 261,002 | 67 | 129,260 | | 383,712 | -6,550 |

| NON-DEPARTMENTAL EXPENDITURES | FY 2012-13 ACTUAL | FY 2013-14 ORIG. BUDGET | FY 2014-15 CURR. BUDGET | 800 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2015-16 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|---------------------|----------------|--------------------|-----------------------|-----------------------------|---------------------------|
| CAPITAL OUTLAY > \$5K | | | | | | | | | |
| 10-5999-58-60001 TRANSFER TO UF | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TRANSFERS | | | | | | | | | |
| 10-5999-59-60000 TRANSFERS TO DSF | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5999-59-60010 TRANSFERS TO CPF | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5999-59-60099 AUDIT CLEARING ACCOUNT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL TRANSFERS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL NON-DEPARTMENTAL EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | 6,790,806 | 6,809,228 | 7,181,590 | 5,440,284 | 601 | 1,741,306 0 | 6,445,305 | 7,414,258 | 232,668 |
| REVENUES OVER/(UNDER) EXPENDITURES | -1,038,771 | -1,057,193 | -1,306,874 | 618,865 | | -1,925,739 | 1,127,067 | -1,031,573 | 275,301 |

**20 -UTILITY FUND
FINANCIAL SUMMARY**

**PROP. BUDGET WORKSHEETS
FY 2017-18**

| REVENUE SUMMARY | 75.00% OF YEAR COMPLETE | | | | | | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--------------------------------|-------------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | | | |
| <u>WATER</u> | | | | | | | | | |
| WATER/SEWER CHARGES | 2,222,985 | 2,222,985 | 2,222,985 | 1,533,492 | 69.0 | 689,493 | 1,916,865 | 1,952,872.17 | (270,113) |
| OTHER | 0 | 200 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL WATER | 2,222,985 | 2,223,185 | 2,222,985 | 1,533,492 | 69.0 | 689,493 | 1,916,865 | 1,952,872.17 | (270,113) |
| <u>WASTEWATER</u> | | | | | | | | | |
| OTHER FINANCING SOURCES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| WATER/SEWER CHARGES | 1,914,577 | 1,914,577 | 1,914,577 | 1,401,839 | 73.2 | 512,738 | 1,752,299 | 1,692,624.96 | (221,952) |
| OTHER | 0 | 100 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL WASTEWATER | 1,914,577 | 1,914,677 | 1,914,577 | 1,401,839 | 73.2 | 512,738 | 1,752,299 | 1,692,624.96 | (221,952) |
| <u>NON-DEPARTMENTAL</u> | | | | | | | | | |
| TRANSFERS | 437,844 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL NON-DEPARTMENTAL | 437,844 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL REVENUES | 4,575,406 | 4,137,862 | 4,137,562 | 2,935,331 | 70.9 | 1,202,231 | 3,669,164 | 3,645,497.13 | (492,065) |

| EXPENDITURE SUMMARY | 75.00% OF YEAR COMPLETE | | | | | | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|----------------------------|-------------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | | | |
| <u>PUBLIC WORKS</u> | | | | | | | | | |
| PERSONNEL | 315,709 | 315,709 | 315,709 | 250,018 | 79.2 | 65,690 | 312,523 | 343,409.22 | 27,701 |
| OPERATING | 18,750 | 18,750 | 18,750 | 9,596 | 51.2 | 9,154 | 11,995 | 21,351.00 | 2,601 |
| REPAIRS & MAINTENANCE | 8,000 | 8,000 | 8,000 | 3,885 | 48.6 | 4,115 | 4,857 | 8,000.00 | 0 |
| CONTRACTED SERVICES | 200 | 200 | 200 | 0 | 0.0 | 200 | 0 | 36,330.00 | 36,130 |
| DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY < \$5K | 1,402 | 3,000 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL PUBLIC WORKS | 344,061 | 345,659 | 342,659 | 263,500 | 76.9 | 79,159 | 329,375 | 409,090.22 | 66,432 |

WATER

| | | | | | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|---------------------|----------------|--|
| PERSONNEL | 150,386 | 150,386 | 150,386 | 108,961 | 72.5 | 41,425 | 136,202 | 306,489.19 | 156,103 | |
| OPERATING | 403,300 | 403,300 | 403,300 | 288,397 | 71.5 | 114,903 | 360,496 | 401,100.00 | (2,200) | |
| REPAIRS & MAINTENANCE | 31,733 | 32,500 | 31,500 | 13,740 | 43.6 | 17,760 | 17,175 | 46,000.00 | 14,500 | |
| WATER/WASTEWATER | 1,009,305 | 1,009,305 | 1,009,305 | 781,568 | 77.4 | 227,737 | 976,960 | 1,217,950.00 | 208,645 | |
| CONTRACTED SERVICES | 150 | 250 | 150 | 38 | 25.1 | 112 | 47 | 150.00 | 0 | |
| DEBT PAYMENTS | 27,400 | 27,400 | 27,400 | 0 | 0.0 | 27,400 | 0 | 33,960.00 | 6,560 | |
| CAPITAL OUTLAY < \$5K | 5,000 | 5,000 | 5,000 | 2,260 | 45.2 | 2,740 | 2,825 | 8,500.00 | 3,500 | |
| CAPITAL OUTLAY > \$5K | 6,500 | 6,500 | 6,500 | 2,325 | 35.8 | 4,175 | 2,907 | - | (6,500) | |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| TOTAL WATER | 1,633,774 | 1,634,641 | 1,633,541 | 1,197,289 | 73.3 | 436,252 | 1,496,612 | 2,014,149.19 | 380,608 | |

WASTEWATER

| | | | | | | | | | | |
|-------------------------|------------------|------------------|------------------|----------------|-------------|----------------|----------------|---------------------|-----------------|--|
| PERSONNEL | 155,817 | 155,817 | 155,817 | 87,271 | 56.0 | 68,546 | 109,088 | 164,517.43 | 8,701 | |
| OPERATING | 174,945 | 174,945 | 175,045 | 118,486 | 67.7 | 56,560 | 148,107 | 154,845.00 | (20,200) | |
| REPAIRS & MAINTENANCE | 48,000 | 48,000 | 48,000 | 19,425 | 40.5 | 28,575 | 24,282 | 40,000.00 | (8,000) | |
| WATER/WASTEWATER | 649,100 | 649,100 | 649,100 | 407,516 | 62.8 | 241,584 | 509,395 | 651,100.00 | 2,000 | |
| CONTRACTED SERVICES | 9,000 | 9,000 | 9,000 | 745 | 8.3 | 8,255 | 931 | 9,000.00 | 0 | |
| DEBT PAYMENTS | 18,160 | 18,160 | 18,160 | 7,469 | 41.1 | 10,691 | 9,336 | 18,160.00 | 0 | |
| CAPITAL OUTLAY < \$5K | | | | | | | | 8,500.00 | | |
| CAPITAL OUTLAY > \$5K | 20,000 | 20,000 | 20,000 | 14,357 | 71.8 | 5,643 | 17,947 | 15,000.00 | (5,000) | |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| TOTAL WASTEWATER | 1,075,022 | 1,075,022 | 1,075,122 | 655,268 | 60.9 | 419,853 | 819,086 | 1,061,122.43 | (13,999) | |

NON-DEPARTMENTAL

| | | | | | | | | | | |
|-------------------------------|----------|----------|----------|----------|------------|----------|----------|----------|----------|--|
| CAPITAL OUTLAY > \$5K | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |
| TOTAL NON-DEPARTMENTAL | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 | |

| | | | | | | | | | | |
|---------------------------|------------------|------------------|------------------|------------------|-------------|----------------|--|--|--|--|
| TOTAL EXPENDITURES | 3,052,857 | 3,055,322 | 3,051,322 | 2,116,058 | 69.3 | 935,264 | | | | |
|---------------------------|------------------|------------------|------------------|------------------|-------------|----------------|--|--|--|--|

| | | | | | | | | | | |
|---|------------------|------------------|------------------|----------------|--|----------------|--|--|--|--|
| REVENUES OVER/(UNDER) EXPENDITURES | 1,522,549 | 1,082,540 | 1,086,240 | 819,273 | | 266,967 | | | | |
|---|------------------|------------------|------------------|----------------|--|----------------|--|--|--|--|

| | | | | | | | | | | |
|------------------|---------------------|----------------|--|--|--|--|--|--|--|--|
| 2,645,072 | 3,484,361.84 | 433,040 | | | | | | | | |
|------------------|---------------------|----------------|--|--|--|--|--|--|--|--|

| | | | | | | | | | | |
|------------------|-------------------|------------------|--|--|--|--|--|--|--|--|
| 1,024,092 | 161,135.29 | (925,105) | | | | | | | | |
|------------------|-------------------|------------------|--|--|--|--|--|--|--|--|

**20 -UTILITY FUND
REVENUES**

**PROP. BUDGET WORKSHEETS
FY 2017-18**

75.00% OF YEAR COMPLETE

| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| WATER REVENUES | | | | | | | | | |
| WATER/SEWER CHARGES | | | | | | | | | |
| 20-4250-43-42099 CREDIT CARD PAYMENT FEE | 9,650.00 | 9,650.00 | 9,650.00 | 28,939 | 299.9 | (19,289) | 36,174 | 20,000.00 | 10,350 |
| 20-4250-43-43000 ADJUSTMENTS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-4250-43-43010 WATER SALES | 2,011,493.00 | 2,011,493.00 | 2,011,493.00 | 1,130,705 | 56.2 | 880,788 | 1,413,381 | 1,541,030.17 | (470,463) |
| 20-4250-43-43015 BULK WATER SALES | 92.00 | 92.00 | 92.00 | 0 | 0.0 | 92 | 0 | 92.00 | 0 |
| 20-4250-43-43025 LATE FEES WATER | 28,000.00 | 28,000.00 | 28,000.00 | 27,723 | 99.0 | 277 | 34,654 | 28,000.00 | 0 |
| 20-4250-43-43028 RETURN CHECK FEES | 1,000.00 | 1,000.00 | 1,000.00 | 910 | 91.0 | 90 | 1,138 | 1,000.00 | 0 |
| 20-4250-43-43075 WATER TAP FEES | 110,000.00 | 110,000.00 | 110,000.00 | 300,000 | 272.7 | (190,000) | 375,000 | 300,000.00 | 190,000 |
| 20-4250-43-43076 WATER METER FEE | 250.00 | 250.00 | 250.00 | 0 | 0.0 | 250 | 0 | 250.00 | 0 |
| 20-4250-43-43080 CONNECTION CHARGES | 62,500.00 | 62,500.00 | 62,500.00 | 45,215 | 72.3 | 17,285 | 56,519 | 62,500.00 | 0 |
| TOTAL WATER/SEWER CHARGES | 2,222,985 | 2,222,985 | 2,222,985 | 1,533,492 | 69.0 | 689,493 | 1,916,865 | 1,952,872.17 | (270,113) |
| TOTAL WATER REVENUES | 2,222,985 | 2,223,185 | 2,222,985 | 1,533,492 | 69.0 | 689,493 | 1,916,865 | 1,952,872.17 | (270,113) |
| WASTEWATER REVENUES | | | | | | | | | |
| WATER/SEWER CHARGES | | | | | | | | | |
| 20-4275-43-41320 SLUDGE DUMP FEES | 120,000.00 | 120,000.00 | 120,000.00 | 78,593 | 65.5 | 41,407 | 98,241 | 120,000.00 | 0 |
| 20-4275-43-43000 ADJUSTMENTS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-4275-43-43110 SEWER SERVICE | 1,656,277.00 | 1,656,277.00 | 1,656,277.00 | 1,045,042 | 63.1 | 611,235 | 1,306,302 | 1,397,324.96 | (258,952) |
| 20-4275-43-43125 LATE FEES SEWER | 28,300.00 | 28,300.00 | 28,300.00 | 26,954 | 95.2 | 1,346 | 33,693 | 28,300.00 | 0 |
| 20-4275-43-43175 SEWER TAP FEES | 110,000.00 | 110,000.00 | 110,000.00 | 251,250 | 228.4 | (141,250) | 314,063 | 147,000.00 | 37,000 |
| TOTAL WATER/SEWER CHARGES | 1,914,577 | 1,914,577 | 1,914,577 | 1,401,839 | 73.2 | 512,738 | 1,752,299 | 1,692,624.96 | (221,952) |
| TOTAL WASTEWATER REVENUES | 1,914,577 | 1,914,677 | 1,914,577 | 1,401,839 | 73.2 | 512,738 | 1,752,299 | 1,692,624.96 | (221,952) |
| TOTAL REVENUES | 4,575,406 | 4,137,862 | 4,137,562 | 2,935,331 | 70.9 | 1,202,231 | 3,669,164 | 3,645,497.13 | (492,065) |

**20 -UTILITY FUND
EXPENDITURES**

**PROP. BUDGET WORKSHEETS
FY 2017-18**

| PUBLIC WORKS EXPENDITURES | 75.00% OF YEAR COMPLETE | | | | | | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|-------------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | | | |
| PERSONNEL | | | | | | | | | |
| 20-5200-50-50010 SALARIES | 242,060.88 | 242,060.88 | 242,060.88 | 191,785 | 79.2 | 50,276 | 239,731 | 264,149.60 | 22,089 |
| 20-5200-50-50050 OVERTIME | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-50-50075 LONGEVITY | 4,700.00 | 4,700.00 | 4,700.00 | 8,300 | 176.6 | (3,600) | 10,375 | 5,100.00 | 400 |
| 20-5200-50-50200 EMPLOYER PAID TAXES | 18,877.21 | 18,877.21 | 18,877.21 | 15,379 | 81.5 | 3,499 | 19,223 | 20,566.99 | 1,690 |
| 20-5200-50-50255 WORKERS' COMPENSATION | 4,100.00 | 4,100.00 | 4,100.00 | 4,707 | 114.8 | (607) | 5,884 | 5,000.00 | 900 |
| 20-5200-50-50325 HEALTH INSURANCE | 25,262.11 | 25,262.11 | 25,262.11 | 17,509 | 69.3 | 7,753 | 21,886 | 25,262.11 | 0 |
| 20-5200-50-50335 HEALTH ASSISTANCE | - | - | - | 258 | | | 323 | 258.35 | 258 |
| 20-5200-50-50410 EMPLOYER RETIREMENT CO | 10,408.33 | 10,408.33 | 10,408.33 | 8,328 | 80.0 | 2,080 | 10,410 | 11,972.17 | 1,564 |
| 20-5200-50-50520 EMPLOYEE EDUCATION | 1,500.00 | 1,500.00 | 1,500.00 | 60 | 4.0 | 1,440 | 75 | 2,300.00 | 800 |
| 20-5200-50-50650 VEHICLE ALLOWANCE | 4,800.00 | 4,800.00 | 4,800.00 | 3,692 | 76.9 | 1,108 | 4,615 | 4,800.00 | 0 |
| 20-5200-50-50700 REIMBURSABLE UNEMPLOYMENT | 4,000.00 | 4,000.00 | 4,000.00 | 0 | 0.0 | 4,000 | 0 | 4,000.00 | 0 |
| TOTAL PERSONNEL | 315,709 | 315,709 | 315,709 | 250,018 | 79.2 | 65,690 | 312,523 | 343,409.22 | 27,701 |
| OPERATING | | | | | | | | | |
| 20-5200-51-51010 ADVERTISING/POSTING/NOTIFICATION | 3,000.00 | 3,000.00 | 3,000.00 | 828 | 27.6 | 2,172 | 1,035 | 3,000.00 | 0 |
| 20-5200-51-51011 PRE-EMPLOYMENT SCREENING | - | - | - | 1 | 0.0 | (1) | 1 | 1.00 | 1 |
| 20-5200-51-51012 SAFETY & ACCESSORIES | 100.00 | 100.00 | 100.00 | 126 | 126.4 | (26) | 158 | 1,000.00 | 900 |
| 20-5200-51-51040 BAD DEBTS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-51335 INSURANCE-PROPERTY, CA | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-51338 INSURANCE LIABILITY | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-51485 MISCELLANEOUS | 1,000.00 | 1,000.00 | 1,000.00 | 447 | 44.7 | 553 | 559 | 1,500.00 | 500 |
| 20-5200-51-51610 LICENSES | 400.00 | 400.00 | 400.00 | 111 | 27.8 | 289 | 139 | 400.00 | 0 |
| 20-5200-51-51620 PHYSICALS/DRUG TESTING | 150.00 | 150.00 | 150.00 | 0 | 0.0 | 150 | 0 | 150.00 | 0 |
| 20-5200-51-51625 POSTAGE/DELIVERY | 400.00 | 400.00 | 400.00 | 17 | 4.1 | 383 | 21 | 400.00 | 0 |
| 20-5200-51-51635 PROFESSIONAL & MEMBERS | 200.00 | 200.00 | 200.00 | 0 | 0.0 | 200 | 0 | 200.00 | 0 |
| 20-5200-51-51740 SUPPLIES-CHEMICAL & MA | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-51743 SUPPLIES-EQUIPMENT | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-51746 SUPPLIES-OFFICE | 5,000.00 | 5,000.00 | 5,000.00 | 4,288 | 85.8 | 712 | 5,360 | 5,500.00 | 500 |
| 20-5200-51-51780 TRAVEL | 500.00 | 500.00 | 500.00 | 0 | 0.0 | 500 | 0 | 1,200.00 | 700 |
| 20-5200-51-51800 UNIFORMS & ACCESSORIES | - | - | - | 68 | 0.0 | (68) | 85 | 1,500.00 | 1,500 |
| 20-5200-51-51813 UTILITIES-ELECTRIC BLU | 5,000.00 | 5,000.00 | 5,000.00 | 2,446 | 48.9 | 2,554 | 3,057 | 3,500.00 | (1,500) |
| 20-5200-51-51817 UTILITIES-NATURAL GAS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-51-52110 OFFICE EQUIPMENT LEASE | 3,000.00 | 3,000.00 | 3,000.00 | 1,265 | 42.2 | 1,735 | 1,581 | 3,000.00 | 0 |
| TOTAL OPERATING | 18,750 | 18,750 | 18,750 | 9,596 | 51.2 | 9,154 | 11,995 | 21,351.00 | 2,601 |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|---|--------------|--------------|--------------|--------------|-------------|--------------|--------------|-----------------|----------|
| 20-5200-52-52010 BUILDING REPAIRS & MAI | 5,000.00 | 5,000.00 | 5,000.00 | 1,115 | 22.3 | 3,885 | 1,394 | 5,000.00 | 0 |
| 20-5200-52-52012 CLEANING & MAINTENANCE | 3,000.00 | 3,000.00 | 3,000.00 | 2,770 | 92.3 | 230 | 3,463 | 3,000.00 | 0 |
| 20-5200-52-52130 OFFICE EQUIPMENT REPAI | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-52-52220 COMPUTER EQUIPMENT- MN | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-52-52240 SOFTWARE ANNUAL FEES | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL REPAIRS & MAINTENANCE | 8,000 | 8,000 | 8,000 | 3,885 | 48.6 | 4,115 | 4,857 | 8,000.00 | 0 |

CONTRACTED SERVICES

| | | | | | | | | | |
|---|------------|------------|------------|----------|------------|------------|----------|------------------|---------------|
| 20-5200-54-51001 CONSULTANT FEES - RATE STUDY | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 36,330.00 | 36,330 |
| 20-5200-54-51165 ENGINEERING/PLANNING SVCS | 100 | 100 | 100 | 0 | 0.0 | 100 | 0 | - | (100) |
| 20-5200-54-51440 LEGAL FEES | 100 | 100 | 100 | 0 | 0.0 | 100 | 0 | - | (100) |
| 20-5200-54-51501 I/T CONSULTANT SERVICES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5200-54-51590 DOCUMENT STORAGE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL CONTRACTED SERVICES | 200 | 200 | 200 | 0 | 0.0 | 200 | 0 | 36,330.00 | 36,130 |

| | | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-------------|---------------|----------------|-------------------|---------------|
| TOTAL PUBLIC WORKS EXPENDITURES | 344,061 | 345,659 | 342,659 | 263,500 | 76.9 | 79,159 | 329,375 | 409,090.22 | 66,432 |
|--|----------------|----------------|----------------|----------------|-------------|---------------|----------------|-------------------|---------------|

| WATER EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
|---------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|

PERSONNEL

| | | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-------------|---------------|----------------|-------------------|----------------|
| 20-5250-50-50010 SALARIES | 102,559.86 | 102,559.86 | 102,559.86 | 72,903 | 71.1 | 29,657 | 91,128 | 248,167.84 | 145,608 |
| 20-5250-50-50050 OVERTIME | 4,358.79 | 4,358.79 | 4,358.79 | 4,374 | 100.4 | (16) | 5,468 | 6,020.48 | 1,662 |
| 20-5250-50-50075 LONGEVITY PAY | 1,500.00 | 1,500.00 | 1,500.00 | 3,200 | 213.3 | (1,700) | 4,000 | 1,700.00 | 200 |
| 20-5250-50-50200 EMPLOYER PAID TAXES | 8,294.03 | 8,294.03 | 8,294.03 | 5,931 | 71.5 | 2,363 | 7,414 | 11,412.18 | 3,118 |
| 20-5250-50-50255 WORKERS' COMPENSATION | 4,500.00 | 4,500.00 | 4,500.00 | 4,287 | 95.3 | 213 | 5,359 | 5,400.00 | 900 |
| 20-5250-50-50325 HEALTH INSURANCE | 18,946.58 | 18,946.58 | 18,946.58 | 13,104 | 69.2 | 5,843 | 16,380 | 25,262.11 | 6,316 |
| 20-5250-50-50410 EMPLOYER RETIREMENT CO | 4,727.05 | 4,727.05 | 4,727.05 | 3,373 | 71.4 | 1,354 | 4,217 | 6,526.58 | 1,800 |
| 20-5250-50-50520 EMPLOYEE EDUCATION | 1,500.00 | 1,500.00 | 1,500.00 | 1,554 | 103.6 | (54) | 1,943 | 2,000.00 | 500 |
| 20-5250-50-50700 REIMB UNEMPLOYMENT | 4,000.00 | 4,000.00 | 4,000.00 | 235 | 5.9 | 3,765 | 294 | - | (4,000) |
| TOTAL PERSONNEL | 150,386 | 150,386 | 150,386 | 108,961 | 72.5 | 41,425 | 136,202 | 306,489.19 | 156,103 |

OPERATING

| | | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-------------|----------------|----------------|-------------------|----------------|
| 20-5250-51-51010 ADVERTISING | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-51-51011 PRE-EMPLOYMENT SCREENING | 100.00 | 100.00 | 100.00 | 72 | 72.0 | 28 | 90 | 100.00 | 0 |
| 20-5250-51-51335 INSURANCE-PROPERTY, CA | 12,700.00 | 12,700.00 | 12,700.00 | 8,775 | 69.1 | 3,925 | 10,969 | 12,700.00 | 0 |
| 20-5250-51-51338 INSURANCE LIABILITY | 1,100.00 | 1,100.00 | 1,100.00 | 2,250 | 204.5 | (1,150) | 2,813 | 3,000.00 | 1,900 |
| 20-5250-51-51485 MISCELLANEOUS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-51-51610 PERMITS & LICENSES | 6,000.00 | 6,000.00 | 6,000.00 | 5,804 | 96.7 | 196 | 7,255 | 6,000.00 | 0 |
| 20-5250-51-51620 PHYSICALS/DRUG TESTING | 300.00 | 300.00 | 300.00 | 35 | 11.7 | 265 | 44 | 150.00 | (150) |
| 20-5250-51-51635 PROFESSIONAL & MEMBERS | 300.00 | 300.00 | 300.00 | 0 | 0.0 | 300 | 0 | 300.00 | 0 |
| 20-5250-51-51740 SUPPLIES - CHEMICALS & | 32,000.00 | 32,000.00 | 32,000.00 | 19,410 | 60.7 | 12,590 | 24,262 | 25,000.00 | (7,000) |
| 20-5250-51-51743 SUPPLIES-EQUIPMENT | 3,000.00 | 3,000.00 | 3,000.00 | 2,155 | 71.8 | 845 | 2,694 | 2,000.00 | (1,000) |
| 20-5250-51-51746 SUPPLIES-OFFICE | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-51-51747 METER PURCHASE | 300,000.00 | 300,000.00 | 300,000.00 | 213,292 | 71.1 | 86,708 | 266,615 | 300,000.00 | 0 |
| 20-5250-51-51780 TRAVEL | 500.00 | 500.00 | 500.00 | 211 | 42.2 | 289 | 264 | 1,000.00 | 500 |
| 20-5250-51-51800 UNIFORMS & ACCESSORIES | 2,200.00 | 2,200.00 | 2,200.00 | 2,229 | 101.3 | (29) | 2,786 | 2,250.00 | 50 |
| 20-5250-51-51809 R.O.W FEES | 600.00 | 600.00 | 600.00 | 0 | 0.0 | 600 | 0 | 600.00 | 0 |
| 20-5250-51-51810 UTILITIES-ELECTRIC AUS | 24,000.00 | 24,000.00 | 24,000.00 | 17,533 | 73.1 | 6,467 | 21,916 | 25,000.00 | 1,000 |
| 20-5250-51-51813 UTILITIES-ELECTRIC BLU | 10,000.00 | 10,000.00 | 10,000.00 | 10,291 | 102.9 | (291) | 12,863 | 15,000.00 | 5,000 |
| 20-5250-51-51815 UTILITIES-ELECTRIC TX | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-51-52340 FUEL & OIL | 5,000.00 | 5,000.00 | 5,000.00 | 3,711 | 74.2 | 1,289 | 4,639 | 4,000.00 | (1,000) |
| 20-5250-51-52440 EQUIPMENT RENTAL | 500.00 | 500.00 | 500.00 | 0 | 0.0 | 500 | 0 | 500.00 | 0 |
| 20-5250-51-53010 TESTING WATER AND WAST | 5,000.00 | 5,000.00 | 5,000.00 | 2,629 | 52.6 | 2,371 | 3,287 | 3,500.00 | (1,500) |
| TOTAL OPERATING | 403,300 | 403,300 | 403,300 | 288,397 | 71.5 | 114,903 | 360,496 | 401,100.00 | (2,200) |

REPAIRS & MAINTENANCE

| | | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-------------|---------------|---------------|------------------|---------------|
| 20-5250-52-52010 BUILDING REPAIRS & MAI | 2,500.00 | 2,500.00 | 2,500.00 | 762 | 30.5 | 1,738 | 953 | 2,500.00 | 0 |
| 20-5250-52-52320 VEHICLE REPAIRS & MAIN | 4,000.00 | 4,000.00 | 4,000.00 | 1,487 | 37.2 | 2,513 | 1,859 | 2,500.00 | (1,500) |
| 20-5250-52-52430 MACHINERY EQUIPMENT-RE | 5,000.00 | 5,000.00 | 5,000.00 | 4,097 | 81.9 | 903 | 5,122 | 6,000.00 | 1,000 |
| 20-5250-52-52460 REPAIRS-WELLS,PUMPS,MO | 20,000.00 | 20,000.00 | 20,000.00 | 7,393 | 37.0 | 12,607 | 9,241 | 35,000.00 | 15,000 |
| TOTAL REPAIRS & MAINTENANCE | 31,733 | 32,500 | 31,500 | 13,740 | 43.6 | 17,760 | 17,175 | 46,000.00 | 14,500 |

WATER/WASTEWATER

| | | | | | | | | | |
|--|------------|------------|------------|---------|------|---------|---------|--------------|---------|
| 20-5250-53-53030 WATER FEES-AUSTIN | 450.00 | 450.00 | 450.00 | 308 | 68.4 | 142 | 384 | 450.00 | 0 |
| 20-5250-53-53040 WATER FEES-MANVILLE | 245,000.00 | 245,000.00 | 245,000.00 | 237,981 | 97.1 | 7,019 | 297,477 | 360,000.00 | 115,000 |
| 20-5250-53-53050 WATER FEES-BLUEWATER | 746,355.00 | 746,355.00 | 746,355.00 | 530,525 | 71.1 | 215,830 | 663,156 | 840,000.00 | 93,645 |
| 20-5250-53-53060 WELL ROYALTIES-FOWLER | 12,500.00 | 12,500.00 | 12,500.00 | 9,665 | 77.3 | 2,835 | 12,082 | 12,500.00 | 0 |
| 20-5250-53-53070 WELL ROYALTIES-LEE | 5,000.00 | 5,000.00 | 5,000.00 | 3,089 | 61.8 | 1,911 | 3,862 | 5,000.00 | 0 |
| TOTAL WATER/WASTEWATER | 1,009,305 | 1,009,305 | 1,009,305 | 781,568 | 77.4 | 227,737 | 976,960 | 1,217,950.00 | 208,645 |

CONTRACTED SERVICES

| | | | | | | | | | |
|---|-----|-----|-----|----|------|-----|----|--------|---|
| 20-5250-54-51165 ENGINEERING/PLANNING S | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-54-51440 LEGAL FEES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-54-51595 MVBA UTIL COLLECTION | 150 | 150 | 150 | 38 | 25.1 | 112 | 47 | 150.00 | 0 |
| TOTAL CONTRACTED SERVICES | 150 | 250 | 150 | 38 | 25.1 | 112 | 47 | 150.00 | 0 |

DEBT PAYMENTS

| | | | | | | | | | |
|---|--------|--------|--------|---|-----|--------|---|-----------|----------|
| 20-5250-55-52210 COMPUTER EQUIPMENT LEA | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-55-52299 INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-55-52310 VEHICLE LEASE EXPENSE | 27,400 | 27,400 | 27,400 | 0 | 0.0 | 27,400 | 0 | 15,000.00 | (12,400) |
| 20-5250-55-52311 LEASE INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-55-52410 MACHINERY EQUIPMENT LE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 18,960.00 | 18,960 |
| 20-5250-55-6000 INTEREST EXPENSE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL DEBT PAYMENTS | 27,400 | 27,400 | 27,400 | 0 | 0.0 | 27,400 | 0 | 33,960.00 | 6,560 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|---|-------|-------|-------|-------|------|-------|-------|----------|-------|
| 20-5250-57-52200 COMPUTER EQUIP PURCHAS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 3,500.00 | 3,500 |
| 20-5250-57-52450 TOOLS | 5,000 | 5,000 | 5,000 | 2,260 | 45.2 | 2,740 | 2,825 | 5,000.00 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 5,000 | 5,000 | 5,000 | 2,260 | 45.2 | 2,740 | 2,825 | 8,500.00 | 3,500 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|--|-------|-------|-------|-------|------|-------|-------|---|---------|
| 20-5250-58-52000 TRAVIS HOBBS CONSTRUCTION | | | | 0 | | | | | |
| 20-5250-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-58-52400 MACHINERY EQUIPMENT-PU | 6,500 | 6,500 | 6,500 | 2,325 | 35.8 | 4,175 | 2,907 | - | (6,500) |
| 20-5250-58-53090 IMPACT FEES-WATER | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-58-5770 DEPRECIATION EXPENSE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-58-58001 CAP PROJECTS- AUSTIN W | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-58-58002 CAP PROJECTS- CARRIAGE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5250-58-58003 MASTER WATER PLAN | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 6,500 | 6,500 | 6,500 | 2,325 | 35.8 | 4,175 | 2,907 | - | (6,500) |

| | | | | | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|---------------------|----------------|
| TOTAL WATER EXPENDITURES | 1,633,774 | 1,634,641 | 1,633,541 | 1,197,289 | 73.3 | 436,252 | 1,496,612 | 2,014,149.19 | 380,608 |
|---------------------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|---------------------|----------------|

| WASTEWATER EXPENDITURES | FY 2016-17 ACTUAL | FY 2016-17 ORIG. BUDGET | FY 2016-17 CURR. BUDGET | AS OF 06/30/2017 Y-T-D ACTUAL | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2017-18 BUDGET | REQUESTED BUDGET DIFF. |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|---------------------------|
| PERSONNEL | | | | | | | | | |
| 20-5275-50-50010 SALARIES | 102,559.86 | 102,559.86 | 102,559.86 | 59,998 | 58.5 | 42,562 | 74,997 | 109,871.84 | 7,312 |
| 20-5275-50-50050 OVERTIME | 11,794.38 | 11,794.38 | 11,794.38 | 7,318 | 62.0 | 4,476 | 9,148 | 12,635.26 | 841 |
| 20-5275-50-50075 LONGEVITY PAY | 1,100.00 | 1,100.00 | 1,100.00 | 1,100 | 100.0 | 0 | 1,375 | 1,300.00 | 200 |
| 20-5275-50-50200 EMPLOYER PAID TAXES | 8,832.25 | 8,832.25 | 8,832.25 | 5,026 | 56.9 | 3,806 | 6,283 | 9,455.94 | 624 |
| 20-5275-50-50255 WORKERS' COMPENSATION | 2,300.00 | 2,300.00 | 2,300.00 | 1,972 | 85.7 | 328 | 2,465 | 2,300.00 | 0 |
| 20-5275-50-50325 HEALTH INSURANCE | 18,946.58 | 18,946.58 | 18,946.58 | 9,002 | 47.5 | 9,945 | 11,252 | 18,946.58 | 0 |
| 20-5275-50-50410 EMPLOYER RETIREMENT CO | 5,033.81 | 5,033.81 | 5,033.81 | 2,795 | 55.5 | 2,239 | 3,494 | 5,407.81 | 374 |
| 20-5275-50-50520 EMPLOYEE EDUCATION | 1,250.00 | 1,250.00 | 1,250.00 | 60 | 4.8 | 1,190 | 75 | 600.00 | (650) |
| 20-5275-50-50700 UNEMPLOYMENT CLAIMS | 4,000.00 | 4,000.00 | 4,000.00 | 0 | 0.0 | 4,000 | 0 | 4,000.00 | 0 |
| TOTAL PERSONNEL | 155,817 | 155,817 | 155,817 | 87,271 | 56.0 | 68,546 | 109,088 | 164,517.43 | 8,701 |
| OPERATING | | | | | | | | | |
| 20-5275-51-51011 PRE-EMPLOYMENT SCREENING | 100.00 | 100.00 | 100.00 | 0 | 0.0 | 100 | 0 | 100.00 | 0 |
| 20-5275-51-51320 INDUSTRIAL WASTE FEES | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-51-51335 INSURANCE-PROPERTY, CA | 9,800.00 | 9,800.00 | 9,800.00 | 6,750 | 68.9 | 3,050 | 8,438 | 9,800.00 | 0 |
| 20-5275-51-51338 INSURANCE LIABILITY | 2,995.00 | 2,995.00 | 2,995.00 | 2,250 | 75.1 | 745 | 2,813 | 2,995.00 | 0 |
| 20-5275-51-51485 MISCELLANEOUS | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-51-51603 PERIODICALS & PUBLICAT | 100.00 | 100.00 | 100.00 | 0 | 0.0 | 100 | 0 | 100.00 | 0 |
| 20-5275-51-51610 PERMITS & LICENSES | 5,000.00 | 5,000.00 | 5,000.00 | 5,480 | 109.6 | (480) | 6,849 | 5,500.00 | 500 |
| 20-5275-51-51620 PHYSICALS/DRUG TESTING | 300.00 | 300.00 | 300.00 | 0 | 0.0 | 300 | 0 | 300.00 | 0 |
| 20-5275-51-51635 PROFESSIONAL & MEMBERS | 150.00 | 150.00 | 150.00 | 0 | 0.0 | 150 | 0 | 150.00 | 0 |
| 20-5275-51-51740 SUPPLIES PARTS AND MATERIALS | 50,000.00 | 50,000.00 | 50,000.00 | 32,434 | 64.9 | 17,566 | 40,543 | 5,000.00 | (45,000) |
| 20-5275-51-51740 SUPPLIES CHEMICALS | | | | | | | | 25,000.00 | |
| 20-5275-51-51743 SUPPLIES-EQUIPMENT | 500.00 | 500.00 | 500.00 | 125 | 25.0 | 375 | 156 | - | (500) |
| 20-5275-51-51746 SUPPLIES-OFFICE | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-51-51770 TELEPHONE, COMMUNICATI | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-51-51775 WIRELESS COMMUNICATI | - | - | - | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-51-51800 UNIFORMS & ACCESSORIES | 1,200.00 | 1,200.00 | 1,200.00 | 865 | 72.1 | 335 | 1,082 | 1,000.00 | (200) |
| 20-5275-51-51809 R.O.W. FEES | 600.00 | 600.00 | 600.00 | 562 | 93.7 | 38 | 703 | 600.00 | 0 |
| 20-5275-51-51813 UTILITIES-ELECTRIC BLU | 93,000.00 | 93,000.00 | 93,000.00 | 60,888 | 65.5 | 32,112 | 76,110 | 93,000.00 | 0 |
| 20-5275-51-51815 UTILITIES-ELECTRIC TX | 5,800.00 | 5,800.00 | 5,800.00 | 3,781 | 65.2 | 2,019 | 4,726 | 5,800.00 | 0 |
| 20-5275-51-52340 FUEL & OIL | 5,500.00 | 5,500.00 | 5,500.00 | 5,351 | 97.3 | 150 | 6,688 | 5,500.00 | 0 |
| TOTAL OPERATING | 174,945 | 174,945 | 175,045 | 118,486 | 67.7 | 56,560 | 148,107 | 154,845.00 | (20,200) |
| REPAIRS & MAINTENANCE | | | | | | | | | |
| 20-5275-52-52010 BUILDING REPAIRS & MAI | 2,500.00 | 2,500.00 | 2,500.00 | 2,332 | 93.3 | 168 | 2,915 | 2,500.00 | 0 |
| 20-5275-52-52320 VEHICLE REPAIRS & MAIN | 3,500.00 | 3,500.00 | 3,500.00 | 578 | 16.5 | 2,922 | 723 | 2,500.00 | (1,000) |
| 20-5275-52-52430 MACHINERY EQUIPMENT-RE | 10,000.00 | 10,000.00 | 10,000.00 | 7,293 | 72.9 | 2,707 | 9,117 | 10,000.00 | 0 |
| 20-5275-52-52460 REPAIRS-WELLS,PUMPS,MO | 32,000.00 | 32,000.00 | 32,000.00 | 9,222 | 28.8 | 22,778 | 11,527 | 25,000.00 | (7,000) |
| TOTAL REPAIRS & MAINTENANCE | 48,000 | 48,000 | 48,000 | 19,425 | 40.5 | 28,575 | 24,282 | 40,000.00 | (8,000) |

WATER/WASTEWATER

| | | | | | | | | | |
|---|---------|---------|---------|---------|------|---------|---------|------------|-------|
| 20-5275-53-53010 TESTING WATER AND WAST | 18,000 | 18,000 | 18,000 | 13,644 | 75.8 | 4,356 | 17,055 | 20,000.00 | 2,000 |
| 20-5275-53-53040 WATER FEES-MANVILLE | 1,100 | 1,100 | 1,100 | 344 | 31.3 | 756 | 430 | 1,100.00 | 0 |
| 20-5275-53-53160 WASTEWATER FEES-AUSTIN | 630,000 | 630,000 | 630,000 | 393,527 | 62.5 | 236,473 | 491,909 | 630,000.00 | 0 |
| 20-5275-53-53165 IMPACT FEES- CITY OF | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| TOTAL WATER/WASTEWATER | 649,100 | 649,100 | 649,100 | 407,516 | 62.8 | 241,584 | 509,395 | 651,100.00 | 2,000 |

CONTRACTED SERVICES

| | | | | | | | | | |
|----------------------------------|-------|-------|-------|-----|-----|-------|-----|----------|---|
| 20-5275-54-53150 SLUDGE DISPOSAL | 9,000 | 9,000 | 9,000 | 745 | 8.3 | 8,255 | 931 | 9,000.00 | 0 |
| TOTAL CONTRACTED SERVICES | 9,000 | 9,000 | 9,000 | 745 | 8.3 | 8,255 | 931 | 9,000.00 | 0 |

DEBT PAYMENTS

| | | | | | | | | | |
|--|--------|--------|--------|-------|------|--------|-------|-----------|---|
| 20-5275-55-52310 VEHICLE LEASE EXPENSE | 18,160 | 18,160 | 18,160 | 7,469 | 41.1 | 10,691 | 9,336 | 18,160.00 | 0 |
| TOTAL DEBT PAYMENTS | 18,160 | 18,160 | 18,160 | 7,469 | 41.1 | 10,691 | 9,336 | 18,160.00 | 0 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | | |
|--|-------|-------|-------|-------|------|-------|-------|----------|---|
| 20-5275-57-52400 MACHINERY EQUIPMENT-PURCHASES | 5,000 | 5,000 | 5,000 | 1,820 | 36.4 | 3,180 | 2,275 | 5,000.00 | 0 |
| TOTAL CAPITAL OUTLAY < \$5K | 5,000 | 5,000 | 5,000 | 1,820 | 36.4 | 3,180 | 2,275 | 5,000.00 | 0 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | | |
|---|--------|--------|--------|--------|------|-------|--------|-----------|---------|
| 20-5275-58-52100 OFFICE EQUIPMENT PURCH | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-58-52200 COMPUTER EQUIP PURCHAS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-58-52400 MACHINERY EQUIPMENT-PU | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | - | 0 |
| 20-5275-58-52410 CAPITAL OUTLAY | 20,000 | 20,000 | 20,000 | 14,357 | 71.8 | 5,643 | 17,947 | 15,000.00 | (5,000) |
| TOTAL CAPITAL OUTLAY > \$5K | 20,000 | 20,000 | 20,000 | 14,357 | 71.8 | 5,643 | 17,947 | 15,000.00 | (5,000) |

| | | | | | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|------|---------|-----------|--------------|-----------|
| TOTAL WASTEWATER EXPENDITURES | 1,075,022 | 1,075,022 | 1,075,122 | 657,088 | 61.1 | 418,033 | 819,086 | 1,057,622.43 | (17,499) |
| TOTAL EXPENDITURES | 3,052,857 | 3,055,322 | 3,051,322 | 2,117,878 | 69.4 | 933,444 | 2,645,072 | 3,480,861.84 | 429,540 |
| REVENUES OVER/(UNDER) EXPENDITURES | 1,522,549 | 1,082,540 | 1,086,240 | 817,453 | | 268,787 | 1,024,092 | 164,635.29 | (921,605) |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Conduct the first public hearing on the FY 2017-2018 Proposed Property Tax Rate of the City of Manor, Texas.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Proposed Tax Rate FY2017-2018

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council conduct the first public hearing on the FY 2017-2018 Proposed Property Tax Rate of the City of Manor, Texas.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

2017 Truth in Taxation Calculations
City of Manor

Data Input Page
July 14, 2017

| | | | |
|--|---|----|---------------|
| A. 2017 PROPERTY VALUES: | CERTIFIED VALUE..... | \$ | 586,462,611 |
| | PROTESTED VALUE..... | \$ | 19,263,289 |
| | UNLISTED VALUE..... | \$ | 0 |
| | 2017 TOTAL TAXABLE VALUE..... | \$ | 605,725,900 |
| B. 2016 TOTAL TAXABLE VALUE..... | | \$ | 488,541,310 |
| C. 2016 TAXABLE VALUE OVER-65 & DISABLED CEILINGS..... | | \$ | 0 |
| D. 2016 TAXABLE VALUE LOST ON COURT APPEALS..... | | \$ | 0 |
| E. 2016 DEANNEXED TAX VALUE..... | | \$ | 3,190 |
| F. 2016 TAXABLE VALUE BECOMING EXEMPT IN 2017..... | | \$ | 1,315,976 |
| G. 2016 TAXABLE VALUE LOST ON SPECIAL APPRAISAL..... | | \$ | 0 |
| H. 2017 TAXABLE VALUE POLLUTION CONTROL EXEMPTION | | \$ | 0 |
| I. 2017 TAXABLE VALUE OVER-65 & DISABLED CEILINGS..... | | \$ | 0 |
| J. 2017 TAX. VALUE OF PROP. ANNEXED > JAN. 1, 2016..... | | \$ | 1,259,455 |
| K. 2017 TAX. VALUE OF NEW IMP. ADDED > JAN. 1, 2016..... | | \$ | 46,447,869 |
| L. 2016 TAX RATES.....M & O..... | | \$ | 0.4381 /\$100 |
| | I & S..... | \$ | 0.3357 /\$100 |
| | TOTAL TAX RATE..... | \$ | 0.7738 /\$100 |
| M. M&O YEAR END FUND BALANCE..... | | \$ | 0 |
| N. I&S YEAR END FUND BALANCE..... | | \$ | 0 |
| O. 2017 TOTAL DEBT SERVICE NEEDED..... | | \$ | 2,174,636.50 |
| | AMOUNT PAID FROM FUNDS IN SCHEDULE A..... | \$ | 0.00 |
| | AMOUNT PAID FROM OTHER SOURCES..... | \$ | 0.00 |
| | ADJUSTED 2017 DEBT SERVICE..... | \$ | 2,174,636.50 |
| P. 2016 EXCESS DEBT TAX COLLECTIONS..... | | \$ | 0.00 |
| Q. CERTIFIED 2017 ANTICIPATED COLLECTION RATE..... | % | | 100.00% |
| R. FUNCTION OR ACTIVITY TRANSFER (+/-)..... | | \$ | 0 |
| S. REFUNDS FOR TAX YEARS PRIOR TO 2016..... | | \$ | 836.33 |
| | M&O PORTION..... | \$ | 473.50 |
| T. TCEQ CERTIFIED POLLUTION CONTROL EXPENSES..... | | \$ | 0 |
| U. 2016 TAXES IN TAX INCREMENT FINANCING (TIF)..... | | \$ | 0 |
| V. TIF CAPTURED APPRAISED VALUE..... | | \$ | 0 |
| W. ENHANCED INDIGENT HEALTH CARE EXPENDITURES..... | | \$ | 0 |
| X. INCREASED AMOUNT OF INDIGENT HEALTH CARE | | \$ | 0 |

| | |
|--|---------------|
| Effective Tax Rate | 0.6757 |
| Effective M & O Tax Rate | 0.3826 |
| Rollback M & O Tax Rate | 0.4132 |
| Debt Rate | 0.3590 |
| Schedule A Funds Needed for Above Debt Rate | 80.52 |
| Debt Rate Reduction Using Above Schedule A Funds | 0.0000 |

Roll Back Rate: **0.7722**

Hearing Limit Rate* **0.6757**

*Lower of Rollback Rate or Effective Rate

Statement of Increase/Decrease: **INCREASE** by 311,721

Maximum Small Taxing Unit Rate = 0.0825

**NOTICE OF EFFECTIVE TAX RATE,
ESTIMATED UNENCUMBERED FUND BALANCES, AND DEBT SERVICE**

I, Bruce Elfant, Tax Assessor-Collector for Travis County, in accordance with Sec. 26.04, Texas Property Tax Code, provide this notice on 2017 property tax rates for your jurisdiction. This notice presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the taxing unit can set before taxpayers can start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

LAST YEAR'S TAX RATE:

| | | |
|-----------------------------------|----|---------------|
| Last year's operating taxes..... | \$ | 2,140,299.48 |
| + Last year's debt taxes..... | \$ | 1,640,033.18 |
| = Last year's total taxes..... | \$ | 3,780,332.66 |
| / Last year's tax base..... | \$ | 488,541,310 |
| = Last year's total tax rate..... | \$ | 0.7738 /\$100 |

THIS YEAR'S EFFECTIVE TAX RATE:

| | | |
|--|----|---------------|
| Last year's adjusted taxes (after subtracting taxes on lost property)..... | \$ | 3,770,961.28 |
| / This year's adjusted tax base (after subtracting value of new property) | \$ | 558,018,576 |
| = This year's effective tax rate..... | \$ | 0.6757 /\$100 |
| (Maximum rate unless unit publishes notices and holds hearings.) | | |

THIS YEAR'S ROLLBACK TAX RATE:

| | | |
|---|----|---------------|
| Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent health care expenditures)..... | | |
| | \$ | 2,134,993.72 |
| / This year's adjusted tax base..... | \$ | 558,018,576 |
| = This year's effective operating rate..... | \$ | 0.3826 /\$100 |
| x 1.08 = This year's maximum operating rate..... | \$ | 0.4132 /\$100 |
| + This year's debt rate..... | \$ | 0.3590 /\$100 |
| = This year's rollback rate..... | \$ | 0.7722 /\$100 |

Statement of Increase/Decrease

| | | |
|--|----------|---------|
| If City of Manor | | |
| adopts a 2017 tax rate equal to the effective tax rate of..... | \$ | 0.6757 |
| per \$100 of value, taxes would..... | INCREASE | |
| compared to 2016 taxes by..... | \$ | 311,721 |

Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

| | | |
|---------------------------|----|---|
| Maintenance & Operations | \$ | 0 |
| Interest & Sinking (Debt) | \$ | 0 |
| Total | \$ | 0 |

Schedule B, 2017 Debt Service, Parts 1 and 2, are attached

Bruce Elfant
Travis County Tax Assessor-Collector

Prepared By: _____
Christina Cerda

Schedule B, 2017 Debt Services, Part 1

July 14, 2017

| DESCRIPTION | PRINCIPAL | INTEREST | OTHER | TOTALS |
|---------------|---------------------|-------------------|---------------|---------------------|
| 2010 GO Bond | 65,000.00 | 23,388.50 | 0.00 | 88,388.50 |
| 2012 GO Gond | 280,000.00 | 56,610.00 | 0.00 | 336,610.00 |
| 2012 CO | 115,000.00 | 32,370.00 | 0.00 | 147,370.00 |
| 2015 GO Bond | 400,000.00 | 105,454.50 | 300.00 | 505,754.50 |
| 2016 CO Bond | 700,000.00 | 396,513.50 | 0.00 | 1,096,513.50 |
| TOTALS | 1,560,000.00 | 614,336.50 | 300.00 | 2,174,636.50 |

Schedule B, 2017 Debt Service, Part 2

July 14, 2017

| | | |
|---|----|--------------|
| Total Required for 2017 Debt Service..... | \$ | 2,174,636.50 |
| - Amount (if any) paid from funds listed in Schedule A..... | \$ | 0.00 |
| - Amount (if any) paid from other resources..... | \$ | 0.00 |
| - Excess collections last year..... | \$ | 0.00 |
| = Total to be paid from taxes in 2017..... | \$ | 2,174,636.50 |
| + Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2017..... | \$ | 0.00 |
| = Total Debt Levy..... | \$ | 2,174,636.50 |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the creation of a Public Improvement District - EntradaGlen.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council recess the creation of a Public Improvement District - EntradaGlen.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

**AGENDA ITEM SUMMARY FORM**

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Anthony Valchar

DEPARTMENT: Public Works

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on City owned equipment and fleet to be auctioned off.

BACKGROUND/SUMMARY:

The City has owned equipment and fleet that have NOT been operating for quite some time. Some of this equipment have value, that can bring money back to the City. Last but not least, it will relieve some space for operating equipment and/or new fleet.

Benjamin Van Buskirk, Texas-Louisiana Representative, GovDeals.com will be present to introduce and speak about GovDeal Services.

PRESENTATION: ☒ YES ☐ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

GovDeal Flyer

List of Texas Sellers - Past 12 months

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council allow staff too utilize Gov Deals to circulate equipment/fleet that is requiring to much maintenance and taking up space out of rotation.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

What Is GovDeals?

- GovDeals is an largest online marketplace for government surplus. GovDeals strives to provide the best platform for government agencies to auction surplus easily and efficiently. Anyone may bid on the surplus but only government agencies and entities can sell.

How Can GovDeals Help You?

- Our clients use GovDeals because they net a considerably larger return for their taxpayers.
- We have 480,000 registered buyers and access to nearly 3 million buyers worldwide.
- There are over 100 specific categories on GovDeals to help buyers find exactly what they're looking for.
- 8,000 agencies have signed up with GovDeals over the past 15 years. Over the years we have perfected our Sales, Marketing, IT, Accounting, and Client Services departments.

GovDeals In Numbers

7,500 Government Agencies have held over 1 million auctions resulting in over \$1 Billion in sales.



2,591 'City' Agencies have held over 302,000 auctions resulting in over \$412 Million in sales.

What Are These Agencies Selling?



How To Get Started

Go to www.govdeals.com > Click on 'Contact Us' > Click on 'Become a Seller.'
Contact our Sales Support Department at 866-377-1494 or at salesupport@govdeals.com
Looking to buy? Search for surplus on GovDeals.com.

SELL FLEET ASSETS

WITH
GovDeals.com
Online Government Surplus Auctions

**215,000 vehicles have been sold on
GovDeals.com resulting in over
\$612 million in sales.**

GovDeals.com is the leading auction website exclusively for government surplus. Over 8,000 agencies have chosen GovDeals to help sell their surplus. Here are a few of the types of vehicles sold on the site.

**Cars - Suv's - Light & Heavy Duty Trucks - Buses (Transit & School)
Motorcycles - ATV's - Rescue Vehicles - Motor Homes - Aircraft
Heavy Equipment - Vans - And More!**



Previously sold vehicles on GovDeals.com

To Become A Seller On GovDeals:
**Go to signup.govdeals.com & click become a seller. You can also
call our Sales Support department at: 866.377.1494
or email them at salesupport@govdeals.com.**

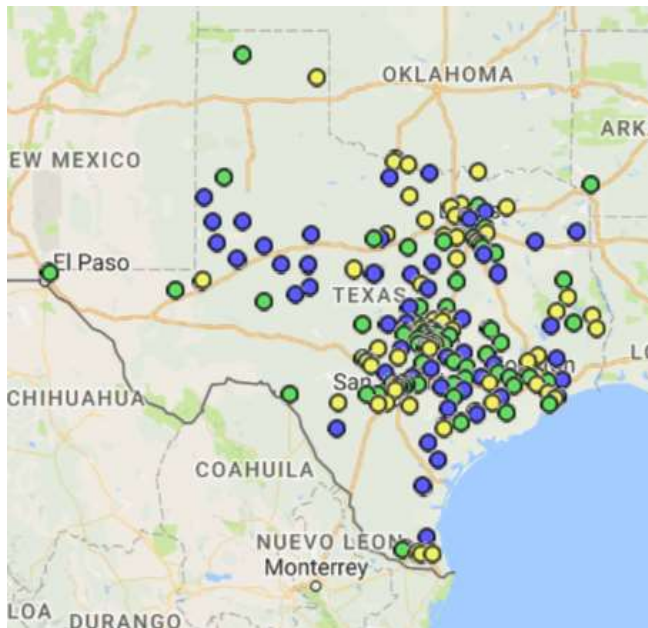
Trust Us With Your Surplus!

We Are A Time-tested Resource That Is Constantly Improving



Selling government surplus online remains our only business and sole focus

New Texas Sellers – Last Five Years



We currently have 289 government clients in Texas.

Texas GovDeals Sales – Last Five Years

| | |
|------------------------------|-----------------|
| Total Sold: | \$48,569,858.29 |
| Total Items: | 34,287 |
| Total Clients: | 326 |
| Avg. Sale Price: | \$1,416.57 |
| Vehicles Sold: | \$28,112,931.80 |
| # Vehicles: | 9,000 |
| Heavy Equipment Sold: | \$17,007,108.92 |
| # Heavy Equipment: | 1,907 |

Our Texas clients sold \$9.6M+ in 2016

GovDeals Texas Past 12 Months Sellers

| Name | Gov. Level | Name | Gov. Level |
|---|-------------------|---|-------------------|
| Alamo Heights Independent School District, TX | K-12 | Jarrell ISD, TX | K-12 |
| Alma, TX | City | Jasper County, TX | County |
| Andrews County, TX | County | Jasper Independent School District, TX | K-12 |
| Austin - Fleet Services, TX | Transportation | Jonah Water Special Utility District, TX | Utility |
| Austin Police Department, TX | Law Enforcement | Jonestown Police, TX | Law Enforcement |
| Austin-Building Services Department, TX | Other | Jonestown, TX | City |
| Bartlett Electric Coop, TX | Utility | Joshua ISD, TX | K-12 |
| Bastrop County Water Control and Improvement District 2, TX | Utility | Kendall County, TX | County |
| Bastrop County, TX | County | Kerr County Seized Funds, TX | Law Enforcement |
| Bastrop, TX | City | Kerrville, TX | City |
| Bay City Police Department, TX | Law Enforcement | Kerrville/Kerr County Airport, TX | Transportation |
| Bay City, TX | City | Kirbyville Consolidated Independent School District, TX | K-12 |
| Bedford, TX | City | Kleberg County, TX | County |
| Bee County, TX | County | Kyle, TX | City |
| Bellmead, TX | City | La Grange, TX | City |
| Big Lake, TX | City | Lago Vista, TX | City |
| Blanco County, TX | County | Lakeway, TX | City |
| Blanco Volunteer Fire Department, TX | Fire & Rescue | Lampasas County, TX | County |
| Blinn College, TX | Higher Ed | Lampasas, TX | City |
| Bosque County, TX | County | Laredo Community College, TX | Higher Ed |
| Brazos Central Appraisal District, TX | Other | Lavaca County Senior Citizens Program, TX | Other |
| Brazos County, TX | County | Lavaca County, TX | County |
| Brenham ISD, TX | K-12 | Leander, TX | City |
| Brenham, TX | City | Lee County, TX | County |
| Brown County Sheriff's Office, TX | Law Enforcement | Levita Voluteer Fire Department, TX | Fire & Rescue |
| Brown County, TX | County | Lewisville Independent School District, TX | K-12 |
| Brownwood Police Department, TX | Law Enforcement | Liberty County, TX | County |
| Brownwood, TX | City | Liberty Hill Independent School District, TX | K-12 |
| Brushy Creek Municipal Utility District, TX | Utility | Live Oak, TX | City |
| Bryan, TX | City | Lockhart, TX | City |
| Buckholts Police Department, TX | Law Enforcement | Lower Colorado River Authority, TX | Utility |
| Burleson Independent School District, TX | K-12 | Lower Colorado River Authority-Fleet Department, TX | Transportation |
| Burnet Consolidated Independent School District, TX | K-12 | Manor ISD, TX | K-12 |
| Burnet County, TX | County | Marble Falls Independent School District, TX | K-12 |
| Burnet, TX | City | Marble Falls, TX | City |
| Caldwell County, TX | County | Mason Independent School District, TX | K-12 |
| Capital Metropolitan Transportation Authority, TX | Transportation | Meadowlakes, TX | City |
| Castroville, TX | City | Medina County ESD #3, TX | Fire & Rescue |
| Cedar Park, City of, TX | City | Midland County, TX | County |
| Center Point ISD, TX | K-12 | Midwestern State University, TX | Higher Ed |
| Central Texas Rural Transit District, TX | Transportation | Milam County, TX | County |
| Chambers County, TX | County | Miles Police Department, TX | Law Enforcement |
| Cibolo, TX | City | Mission, TX | City |
| Cisco, TX | City | Montague County, TX | County |
| Clay County Sheriff's Office, TX | Law Enforcement | Moulton, TX | City |
| Cleburne, TX | City | Murphy, TX | City |
| College Station, TX | City | Nacogdoches, TX | City |
| Colorado County, TX | County | Navasota, TX | City |
| Colorado Valley Transit, TX | Transportation | New Braunfels Utilities, TX | Utility |
| Comal Appraisal District, TX | Other | North East Independent School District, TX | K-12 |
| Comal County Emergency Services District #4, TX | Fire & Rescue | Palmer, TX | City |
| Comal County, TX | County | Palmhurst, TX | Law Enforcement |
| Converse, TX | City | Pearland, TX | Law Enforcement |
| Copperas Cove Independent School District, TX | K-12 | Pecos City, TX | City |
| Corrigan-Camden ISD, TX | K-12 | Pedernales Electric Cooperative, TX | Utility |
| Corsicana, TX | City | Port of Houston Authority, TX | Transportation |
| Coryell County, TX | County | Ranger Police Department, TX | Law Enforcement |
| Coupland Independent School District, TX | K-12 | Region 3 Education Service Center, TX | K-12 |
| Crandall, TX | City | Roanoke, TX | Law Enforcement |
| Cuero, TX | City | Rockwall County, TX | County |
| Dallas County Schools, TX | K-12 | Round Rock Independent School District, TX | K-12 |

GovDeals Texas Past 12 Months Sellers

| | | | |
|---|------------------|---|-----------------|
| Dallas Housing Authority, TX | Public Authority | Sabine County, TX | County |
| Decatur Independent School District, TX | K-12 | Saint Jo, TX | City |
| Del Rio Fleet, TX | Transportation | San Benito Consolidated ISD- CNP, TX | K-12 |
| Del Rio, City of, TX | City | San Benito Consolidated ISD-General, TX | K-12 |
| DeWitt County, TX | County | San Bernard Electric Cooperative, TX | Utility |
| Eagle Lake Police Department, TX | Law Enforcement | San Patricio County, TX | County |
| Eagle Pass, TX | City | Schertz, TX | City |
| Eanes Independent School District, TX | K-12 | Schulenburg, TX | City |
| Early Police Department, TX | City | Scurry-Rosser Independent School District, TX | K-12 |
| East Montgomery County Improvement District, TX | Other | Sealy, TX | City |
| Eastland County, TX | County | Seguin, TX | City |
| El Campo Police Department, TX | Law Enforcement | Shavano Park Police Department, TX | Law Enforcement |
| El Paso Water Utilities, TX | Utility | Smith County, TX | County |
| El Paso, TX | City | Smithville, TX | City |
| Elgin Independent School District, TX | K-12 | Somerset ISD, TX | K-12 |
| Ennis Independent School District, TX | K-12 | South Plains Community Action Association, TX | Other |
| Floresville Electric Light & Power System, TX | Utility | Spartan Public Transportation, TX | Transportation |
| Fredericksburg ISD, TX | K-12 | Stephenville, TX | City |
| Fredericksburg, TX | City | Swisher County, TX | County |
| Fulshear, TX | City | Temple Police Department, TX | Law Enforcement |
| Gaines County, TX | County | Temple, TX | City |
| Galveston City of, TX | City | Texas Association of Counties - Risk Management Fund, TX | County |
| Galveston County Health District, TX | Other | Texas Municipal League - Intergovernmental Risk Pool, TX | City |
| Galveston County Purchasing, TX | County | Texoma Area Paratransit System, TX | Transportation |
| Galveston Park Board of Trustees (Moody Gardens Division), TX | Parks & Rec | Thorndale Independent School District, TX | K-12 |
| Galveston Park Board of Trustees, TX | Parks & Rec | Thrall, TX | City |
| Gatesville Police Department, TX | Law Enforcement | Travis Central Appraisal District, TX | Other |
| Gillespie County, TX | County | Troy, TX | City |
| Goliad County Sheriff's Office, TX | Law Enforcement | Tyler County, TX | County |
| Goliad County, TX | County | University Health System - San Antonio, TX | Hospital |
| Goliad Independent School District, TX | K-12 | USPS - Dallas Asset Accountability Service Center - C, TX | Federal |
| Goliad, TX | City | USPS - Dallas Asset Accountability Service Center - E, TX | Federal |
| Gonzales County Sheriff's Office, TX | Law Enforcement | Val Verde County, TX | County |
| Gonzales, TX | City | Venus ISD, TX | K-12 |
| Grimes County, TX | County | VIA Metropolitan Transit, TX | Transportation |
| Hamilton County Electric Cooperative, TX | Utility | Victoria College, TX | Higher Ed |
| Hamilton County, TX | County | Victoria County, TX | County |
| Hamilton, TX | City | Victoria, TX | City |
| Harlingen Water Works Systems, TX | Utility | Ward County, TX | County |
| Harrison County, TX | County | Ward Memorial Hospital, TX | Hospital |
| Holland Police Department, TX | Law Enforcement | Washington County, TX | County |
| Holland Volunteer Fire Department, TX | Fire & Rescue | Weatherford Independent School District, TX | K-12 |
| Hondo, TX | City | West University Place, TX | City |
| Houston Housing Authority, TX | Public Authority | Wharton County, TX | County |
| Howard County, TX | County | Wheeler County Sheriff's Office, TX | Law Enforcement |
| Huntington Independent School District, TX | K-12 | Wichita Falls, TX | City |
| Hurst Euless Bedford ISD, TX | K-12 | Williamson Central Appraisal District, TX | Other |
| Hutto, TX | City | Williamson County, TX | County |
| Iowa Park, TX | City | Wilson County Emergency Services District #2, TX | Fire & Rescue |
| Jackson County Wide Drainage District, TX | Utility | Woodville, TX | City |
| Jackson County, TX | County | Yoakum, TX | City |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration and possible action on a letter agreement with Cottonwood Holdings Ltd regarding ShadowView Commercial Section 3 Construction Plans and Final Plat and Abandonment of a portion of Manor Downs.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Letter Agreement
Exhibit A

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council accept the letter agreement with Cottonwood Holdings Ltd regarding ShadowView Commercial Section 3 Construction Plans and Final Plat and Abandonment of a portion of Manor Downs.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



August 16, 2017

Peter A. Dwyer
Cottonwood Holdings, Ltd.
9900 HWY 290 East
Manor, Texas 78653

RE: ShadowView Commercial Section 3 Construction Plans and Final Plat;
Abandonment of a portion of Manor Downs

Dear Pete:

This letter sets for the agreement between the City of Manor (the “City”) and Cottonwood Holdings (the “Developer”), collectively the “Parties”, regarding the closure, abandonment, and conveyance of the portion of Manor Downs described as “Manor Downs Rd to be Closed & Conveyed” in **Exhibit A** attached hereto and incorporated herein for all purposes (the “ROW”) and the approval of construction plans and final plat for ShadowView Commercial Section 3 (“Section 3”). The improvements described herein are being constructed pursuant to the Addendum to Development Agreement for the ShadowGlen Subdivision between the Parties dated May 23rd, 2014 and to comply with the City’s Thoroughfare Plan. The Developer will be required to construct the extension of Hill Lane from Gregg Manor eastward to a new intersection of Lexington Street. This Hill Lane extension requires the realignment of a portion of Manor Downs, and the modification of the intersection of Gregg Manor Road and Hill Lane in accordance with the approved construction plans (the “New Roads”) in connection with development of Section 3 and to install roadways consistent with the City’s Thoroughfare Plan. Construction of the New Roads will result in safer travel ways for vehicular and pedestrian traffic. In order to realign Manor Downs, the ROW and the Remainder Tract (described in the following paragraph) will need to be closed and abandoned and the New Roads shown in **Exhibit B** constructed and dedicated to the City. The Developer has requested that the ROW, which is the portion of Manor Downs located immediately adjacent to the Developer’s property on both sides of the ROW, be conveyed to the Developer in exchange for dedication of the New Roads to the City, and has provided the City with an appraisal of the land subject to this transaction that shows that the City will receive land of greater value than the land to be conveyed to the Developer.

In addition, a portion of Manor Downs located outside of the Developer’s property will be surplus and not needed after the New Roads are constructed and accepted by the City, identified as The Remainder Tract Subject to Possible Future Assignment, as generally shown on **Exhibit A** (the “Remainder Tract”). The City desires that the Developer assign any interest the Developer may have in the Remainder Tract to two adjacent property owners (the “Assignment”), so that the City will have the ability to convey the Remainder Tract to the adjacent property owners as determined appropriate by the City in the future.

The Parties desire to address the sequence of events related to approval of the construction plans and final plat for Section 3, the construction and dedication of the New Roads, and the closure, abandonment, and conveyance of the ROW to ensure that the New Roads are constructed and completed before the ROW is abandoned and conveyed.

The following sequence of events will govern this transaction:

1. The parties enter into this letter agreement.
2. The City Council approves an ordinance in a form substantially similar to that set forth in **Exhibit C** authorizing the closure, abandonment, and conveyance of the ROW to the Developer (the "Ordinance"); provided that such the abandonment and conveyance of the ROW will not occur and the deed conveying the ROW to the Developer (the "Deed") may not be signed and recorded in the real property records until the New Roads are constructed in accordance with the approved construction plans and applicable City regulations and accepted by the City and the Assignment is executed and recorded in the real property records.
3. The City will approve the construction plans for Section 3; provided that the construction plans address the sequencing of the construction of the New Roads, the closure and demolition of the portion of Manor Downs, the detouring and transition of traffic onto the New Roads, including traffic controls and a traffic control plan that is satisfactory to the City Engineer's office.
4. The Planning and Zoning Commission will conditionally approve the final plat for Section 3 (the "Final Plat"), with approval being contingent upon the following to occur, which will be referred to as the "Conditions Precedent": a) the New Roads being constructed in accordance with the approved construction plans and applicable City ordinances and accepted by the City; b) the closure, abandonment, and conveyance of the ROW becoming effective as provided in the Ordinance; and c) the Assignment and the Deed being executed and recorded in the real property records. The Final Plat will not be signed or recorded in the real property records until the Conditions Precedent have occurred.
5. The Developer will design, construct, complete, and obtain City acceptance of the New Roads in accordance with the approved construction plans and applicable regulations.
6. Upon City acceptance of the New Roads and delivery of the fully executed Assignment to the City, the City shall execute and record the Deed and the Assignment in the real property records.
7. After execution and recording of the Assignment and the Deed in the real property records, the City shall sign the Final Plat and cause it to be recorded in the real property records.

The Developer shall cause the contractor that installs the New Roads to carry a commercial general liability insurance policy, written by a company reasonably acceptable to the City and licensed to do business in Texas, with a combined single limit of not less than one million and No/100 Dollars (\$1,000,000.00), which coverage may be provided in the form of a rider and/or endorsement to a previously existing insurance policy. Such insurance coverage shall specifically name the City as an additional-insured. This insurance coverage shall cover all perils arising from the activities of contractor, its officers, directors, employees, agents or contractors, relative to this construction of the New Roads and to the installation of the New Roads. A true copy of each policy or a certificate of insurance evidencing such coverage shall be delivered to the City within thirty (30) days from the Effective Date of this Agreement.

The Developer shall further, in the Developer's written agreement with the contractor, cause the contractor to indemnify, defend, and hold harmless the City and its officers, agents and employees against all claims, suits, demands, judgments, expenses, including attorney's fees, or other liability for personal injury, death, or damage to any person or property which arises from or is in any manner caused by the construction or installation of the New Roads. A copy of such executed agreement shall be delivered to the City before the Developer or contractor begins work on the construction of the New Roads.

The parties will cooperate to cause the events set forth in this letter agreement and the Ordinance to be accomplished.

Sincerely,

Tom Bolt, City Manager

AGREED:

Cottonwood Holdings, Ltd.
a Texas limited partnership

By: Cottonwood General Partner, L.C.
a Texas limited liability company, as General Partner

Name: Peter A. Dwyer
Title: President

LEGAL DESCRIPTION
0.197 OF AN ACRE OF LAND

0.197 of an acre of land being all situated in William Standerford Survey No. 69, Abstract No. 742, City of Manor, Travis County, Texas, being a portion of the Gregg Manor Rd. (100' R.O.W.) and the Manor Downs Rd. (R.O.W. Varies); said 0.197 of an acre being more particularly described as follows:

COMMENCING at a 1/2-inch iron rod found on the easterly right of way line of Gregg Manor Rd., being the westerly line of that certain Lot 1, Block A, St. Mary Magdalene Episcopal Church Subdivision, according to the map or plat thereof recorded in Document No. 2014080057, Plat Records of Travis County, Texas;

THENCE, southwesterly, along the common boundary line of said Lot 1 and easterly right of way line of Gregg Manor Road, and along the arc of a curve to the left having a radius of 532.96 feet, a central angle of 01°11'11", an arc length of 11.04 feet, and chord bearing: South 03°56'55" West, 11.04 feet, to a point marking the common corner of said Lot 1 and that certain 181.445 acres tract described as Tract 1 of 1, Cottonwood Holdings, Ltd., as recorded in Volume 12266, Page 1144 of the Official Public Records of Travis County, Texas, for the **POINT OF BEGINNING** of the herein described tract;

THENCE, southeasterly, continuing along the common boundary line of said 181.445 acres tract and easterly right of way line of Gregg Manor Road, and along the arc of a curve to the left having a radius of 532.96 feet, a central angle of 26°38'43", an arc length of 247.85 feet and chord bearing: South 09°42'07" East, 245.62 feet, to a point located in the northerly right of way line of Manor Downs Rd.;

THENCE, into the Manor Downs Rd. and Gregg Manor Road, the following courses:

Northwesterly, along the arc of a curve to the right having a radius of 693.00 feet, a central angle of 05°38'11", an arc length of 68.17 feet and chord bearing: North 66°01'30" West, 68.15 feet to a point;

North 63°12'24" West, a distance of 36.25 feet to a point;

Northwesterly, along the arc of a curve to the right having a radius of 15.00 feet, a central angle of 91°55'15", an arc length of 24.06 feet and chord bearing: North 17°14'47" West, 21.57 feet to a point;

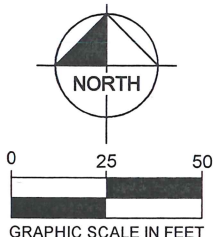
Northeasterly, along the arc of a curve to the left having a radius of 515.00 feet, a central angle of 20°54'29", an arc length of 187.93 feet and chord bearing: North 18°15'36" East, 186.89 feet to a point;

North 89°55'50" East, a distance of 1.07 feet to the **POINT OF BEGINNING** and containing 0.197 of an acre (8,565 square feet) of land, more or less.

Basis of bearings is the Texas State Plane Coordinate System, Central Zone 4203, NAD 1983.

Roberto A. Araujo-Cruz 7/20/17
Roberto A. Araujo-Cruz
Registered Professional Land Surveyor No. 6653
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
roberto.araujo-cruz@kimley-horn.com





MANOR INDEPENDENT
SCHOOL DISTRICT
27.4043 ACRES
VOL. 12597, PG. 1548

25' PUE & BL
DOC.#201400143
O.P.R.T.C.T.

PROTESTANT EPISCOPAL
CHURCH OF DIOCESE, TX
(LOT 1, BLOCK A,
ST. MARY MAGDALENE
EPISCOPAL CHURCH
SUBDIVISION)
23.00 ACRES
DOC.# 2014080057

P.O.C.
IRF

N89°55'50"E
1.07'

P.O.B.

15'PUE
DOC.#201400143

WILLIAM STANDERFORD SURVEY
No. 69, ABSTRACT No. 742

$\Delta=20^{\circ}54'29''$
R=515.00'
L=187.93'
CB=N18°15'36"E
C=186.89'

$\Delta=26^{\circ}38'43''$
R=532.96'
L=247.85'
CB=S9°42'07"E
C=245.62'

PORTION OF 181.445 ACRES
(TRACT 1 OF 1)
COTTONWOOD HOLDING, LTD.
VOL. 12266, PG. 1144

GREGG MANOR RD.
(100' R.O.W.)

0.197 ACRES
8,565 SQ. FT.

$\Delta=91^{\circ}55'15''$
R=15.00'
L=24.06'
CB=N17°14'47"W
C=21.57'

15' WATERLINE ESMT
VOL.12617, PG. 1980
(TO BE VACATED)

MANOR DOWNS RD.
(R.O.W. VARIES)

$\Delta=5^{\circ}38'11''$
R=693.00'
L=68.17'
CB=N66°01'30"W
C=68.15'

LEGEND

Δ = CENTRAL ANGLE
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING
IRF = IRON ROD FOUND
R.O.W. = RIGHT OF WAY

Roberto A. Araujo-Cruz
ROBERTO A. ARAUJO-CRUZ
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6653
601 NW LOOP 410, SUITE 350
SAN ANTONIO, TEXAS 78216
PH. 210-541-9166



7/20/17

NOTES:

Basis of bearings is the Texas State Plane Coordinate
System, Central Zone 4203, NAD 1983.

Kimley»Horn

601 NW Loop 410, Suite 350
San Antonio, Texas 78216

FIRM # 10193973

Tel. No. (210) 541-9166
www.kimley-horn.com

| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|----------|----------|------------|-----------|-------------|-----------|
| 1" = 50' | APS | RAAC | 7/18/2017 | 069241706 | 1 OF 1 |

LEGAL DESCRIPTION
0.563 OF AN ACRE OF LAND

0.563 of an acre of land being all situated in James Manor Survey No. 40, Abstract No. 546, City of Manor, Travis County, Texas, and being a portion of the Manor Downs Rd. (R.O.W. Varies); said 0.563 of an acre being more particularly described as follows:

COMMENCING at a found concrete monument marking the intersection of the northerly right of way line of U.S. Highway 290 East (R.O.W. Varies) with the westerly right of way line of Manor Downs Rd., and same being the northeasterly corner of that certain 0.583 acre tract conveyed to K-N Corporation as recorded in Document No. 2001211467 of the Official Public Records of Travis County, Texas;

THENCE, North 39°38'34" West, leaving the U.S. Highway 290 East and along the common boundary line of said 0.583 acres tract and westerly right of way line of Manor Downs Road, a distance of 241.68 feet, to a point marking the common corner of that certain 3.566 acre tract conveyed to Cottonwood Holding, LTD, as recorded in Document No. 2015140596, Official Public Records of Travis County, Texas, and that certain 0.736 acre tract conveyed to Doan Xuan, ET AL, as recorded in Document No. 2016079366, Official Public Records of Travis County, Texas, for the **POINT OF BEGINNING** of the herein described tract;

THENCE, North 38°21'13" West, continuing common boundary line of said 3.566 acres tract and the westerly right of way line of Manor Downs Road, a distance of 384.50 feet, to a point;

THENCE, leaving the westerly right of way line of Manor Downs Road and into the Manor Downs Road, the following courses:

South 63°12'24" East, a distance of 7.67 feet to a point;
Easterly, along the arc of a curve to the left having a radius of 757.00 feet, a central angle of 11°20'27", an arc length of 149.84 feet and chord bearing: South 68°52'38" East, 149.59 feet to a point located in the easterly right of way line of Manor Downs Road, and same being the westerly line of that certain 3.056 acre tract conveyed to Cottonwood Holdings, Ltd., as recorded in Volume 12266, Page 1144, Official Public Records of Travis County, Texas;

THENCE, South 38°21'13" East, along the common boundary line of said 3.056 acres tract and the easterly right of way line of Manor Downs Road, a distance of 245.39 feet to a point;

THENCE, South 49°16'18" West, leaving the easterly right of way line of Manor Downs Road and crossing the Manor Downs Road, a distance of 79.27 feet to the **POINT OF BEGINNING** and containing 0.563 of an acre (24,518 square feet) of land, more or less.

Basis of bearings is the Texas State Plane Coordinate System, Central Zone 4203, NAD 1983.

Roberto A. Araujo-Cruz 7/20/17

Roberto A. Araujo-Cruz
Registered Professional Land Surveyor No. 6653
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
roberto.araujo-cruz@kimley-horn.com



MANOR DOWN RD.
(VARIABLE R.O.W.)

S63°12'24"E
7.67'

$\Delta=11^{\circ}20'27''$
R=757.00'
L=149.84'
CB=S68°52'38"E
C=149.59'

REMAINDER OF 181.445 ACRES
(TRACT 1 OF 1)
COTTONWOOD HOLDINGS LTD.
VOL.12266, PG.1144

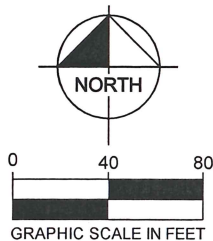
JAMES MANOR
SURVEY No. 40,
ABSTRACT No. 546

0.563 ACRES
24,518 SQ. FT.

3.566 ACRES
COTTONWOOD HOLDING, LTD
Doc. No. 2015140596

LEGEND

Δ = CENTRAL ANGLE
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING



P.O.B.

15' WATERLINE ESMT
VOL.12617, PG. 1980
(TO BE VACATED)

3.056 ACRES
COTTONWOOD
HOLDING, LTD.
VOL. 12266, PG. 1144

S49°16'18"W
79.27'

MANOR DOWNS RD.
(R.O.W. VARIES)

0.736 ACRES
DOAN XUAN, ET AL
DOC.#2016079366

0.583 ACRES
K-N CORPORATION
(BETH ANDREA
SAWYER & THOM
MARK)
DOC.#2001211467

P.O.C.
CONCRETE
MONUMENT

U.S. 290 EAST
(R.O.W. VARIES)



Roberto A. Araujo-Cruz
ROBERTO A. ARAUJO-CRUZ
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6653
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7/20/17

NOTES:

Basis of bearings is the Texas State Plane Coordinate
System, Central Zone 4203, NAD 1983.

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| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|----------|----------|------------|-----------|-------------|-----------|
| 1" = 80' | APS | RAAC | 7/18/2017 | 069241706 | 1 OF 1 |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration and possible action on an ordinance providing for the closure and abandonment of portions of the Manor Downs right-of-way and authorizing exchange of said portion of Manor Downs for other right-of-way and providing for related matters.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

ordinance
Exhibit A

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve an ordinance providing for the closure and abandonment of portions of the Manor Downs right-of-way and authorizing exchange of said portion of Manor Downs for other right-of-way and providing for related matters.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, PROVIDING FOR THE CLOSURE AND ABANDONMENT OF PORTIONS OF THE MANOR DOWNS RIGHT-OF-WAY AND AUTHORIZING CONVEYANCE OF SAID RIGHT-OF-WAY IN EXCHANGE FOR DEDICATION OF RIGHT-OF-WAY TO THE CITY; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

Whereas, Cottonwood Holdings, Ltd. (the “Owner”) has filed constructions plans and a final plat application for ShadowGlen Commercial Section 3 (“Section 3”) in which the Owner proposes to vacate and close a portion of Manor Downs described as “Manor Downs Road to be Closed & Conveyed” and generally shown in **Exhibit A** (the “Existing ROW”) and dedicate right of way to the City for a rerouted section of Manor Downs and the future Hill Lane right-of-way generally shown in **Exhibit B** (the “Future ROW”);

Whereas, the Owner and the City of Manor, Texas, entered into that certain letter agreement dated August 16, 2017, addressing the sequence of events related the closure, abandonment, and conveyance of the portion of the Existing ROW and the construction of the Future ROW;

Whereas, Section 272.001, Texas Local Government Code authorizes the City of Manor, Texas (the “City”) to exchange land originally acquired for streets or rights-of-way for other land to be used for streets or rights-of-way;

Whereas, the Existing ROW will be surplus and will not necessary for use by the City, the general public, or the landowners adjacent thereto as an alley or street after completion and acceptance by the City of the Future ROW;

Whereas, the City Council finds that, based on the results of an appraisal, the fair market value of the Future ROW that will be conveyed to the City is greater than the fair market value of the Existing ROW to be abandoned and released by the City; and

Whereas, the City desires that the Owner assign any interest the Owner may have in the Remainder Tract to two adjacent property owners, so that the City will have the ability to convey the Remainder Tract to the adjacent property owners as determined appropriate by the City in the future;

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

Section 1. Findings of Fact. The findings and recitations set out hereinabove are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Right-of-Way Closure, Abandonment, and Conveyance. (a) The portion of the public right-of-way identified as “Manor Downs Road to be Closed & Conveyed” (the “Existing ROW”) and the Remainder Tract Subject to Possible Future Assignment (the “Remainder Tract”), more particularly shown and described in **Exhibit "A"** attached hereto and incorporated herein for all purposes and the approved construction plans for Phase 3 (the “Construction Plans”) may be closed in accordance with the Traffic Control & Phasing Plan set forth in the Construction Plans. The City Engineer and the City Manager are authorized to cause the closure of the Existing ROW and the Remainder Tract in accordance with this Ordinance and the Construction Plans, provided that the City Engineer and the City Manager will coordinate with the properties abutting the Remainder Tract to ensure continued access to such tracts.

(b) The City Council further authorizes the abandonment and conveyance of the Existing ROW to the Owner upon: (i) the completion of construction of the Future ROW and acceptance of the Future ROW in accordance with the City’s subdivision regulations; and (ii) the receipt by the City of an assignment in the form attached hereto as **Exhibit C** executed by the Owner assigning any interest the Owner may have in the Remainder Tract to two adjacent property owners (the “Assignment”).

Section 3. Consideration and Authorization to Execute Special Warranty Deed. In consideration for the construction and dedication of the Future ROW, the Mayor and the City Secretary are hereby authorized, empowered, instructed and directed to execute a special warranty deed in the form attached hereto as **Exhibit D** conveying the rights and interests of the City in the Existing ROW to the Owner; and provided further that the Owner has delivered the executed Assignment to the City. Upon the execution and filing of the special warranty deed described in this Ordinance in the county real property records, such deed shall be and become a valid and binding act and deed of the City of Manor, Texas.

Section 4. Effective Date. This Ordinance shall be in force and effect from and after its passage on the date shown below.

Section 5. Open Meetings. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551, Texas Government Code.

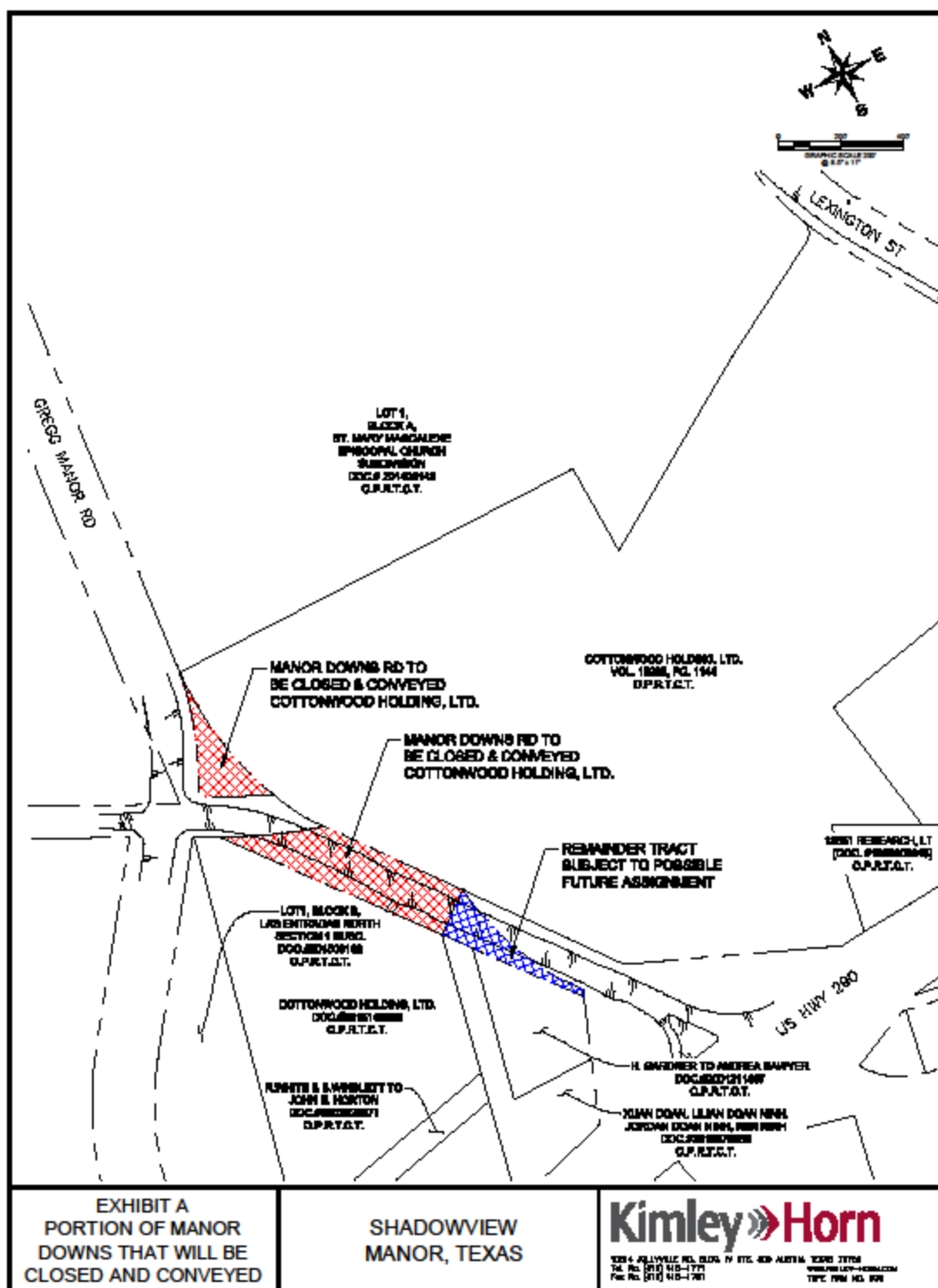
FINALLY PASSED AND ADOPTED this 16th day of August, 2017.

Attest:

The City of Manor, Texas

Lluvia Tijerina, City Secretary

Rita Jonse, Mayor



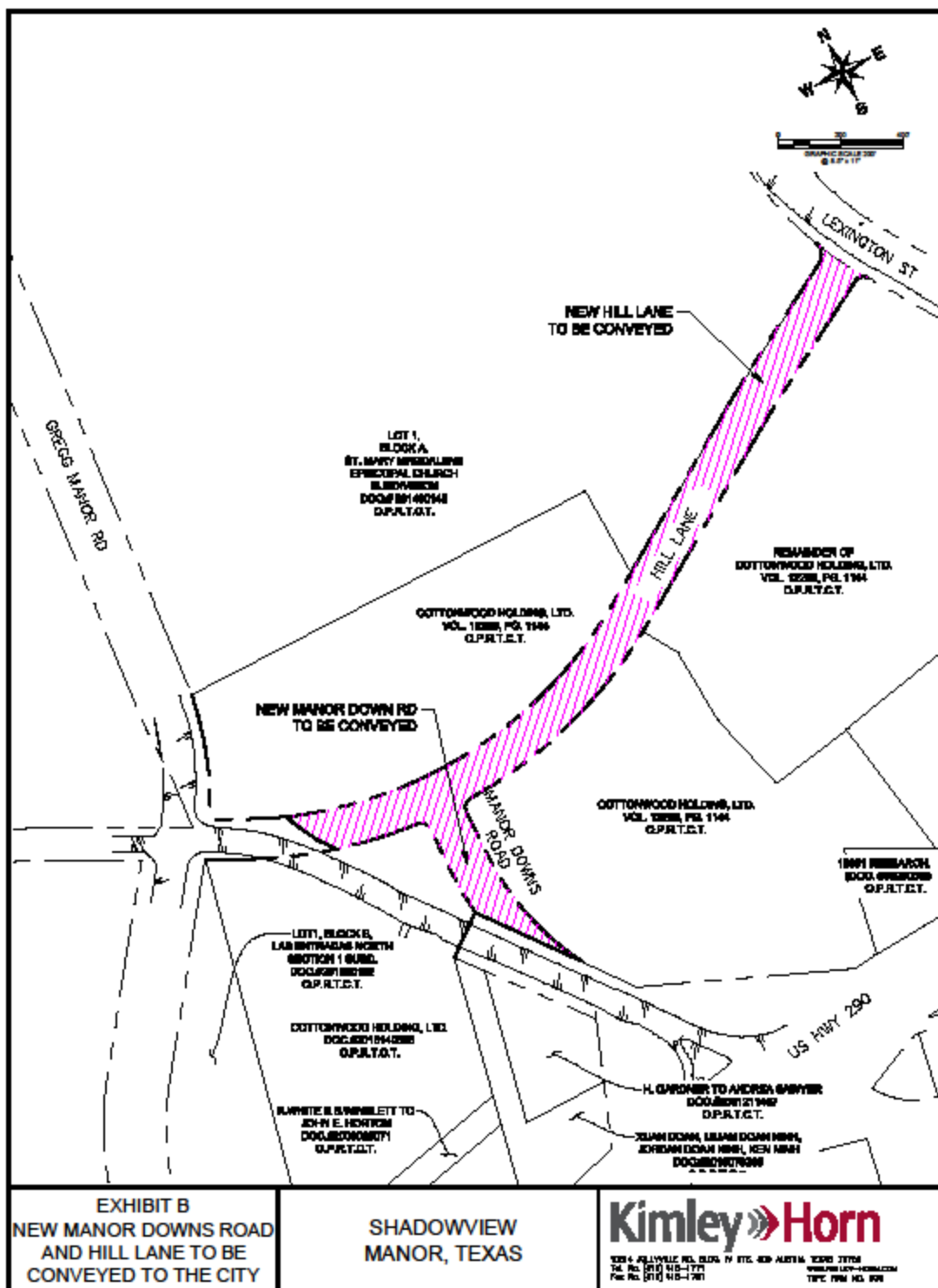


Exhibit C
RELEASE AND ASSIGNMENT OF INTEREST IN PROPERTY

THE STATE OF TEXAS §
COUNTY OF TRAVIS § KNOW ALL PERSONS BY THESE PRESENTS:

Cottonwood Holdings, Ltd. ("**RELEASOR**") is the owner(s) in fee of property that abuts the portion street right-of-way commonly known as Manor Downs located in Manor, Travis County, Texas (the "ROW") described herein, which has been closed by the City of Mnaor to vehicular and pedestrian travel. Releasor executes this instrument in accordance with that certain letter agreement between the City of Manor and Releasor dated ____.

Releasor does not wish to exercise any right it may have to purchase any portion of the ROW that the City Council may choose to abandon and convey in the future and Releasor hereby releases and assigns to the owners of the properties adjacent to and abutting the ROW, such properties being more particularly described in Document No. 20011211467 and Document No. 2016079366 recorded in the Official Public Records of Travis County, Texas (the "**Properties**"), any interest Releasor may have to purchase a portion of the ROW, said ROW more particularly described as follows:

ROW: That certain tract or parcel of land located in Travis County, Texas, being a portion of the right-of-way commonly known as Manor Downs, more particularly shown on Exhibit A, attached hereto and incorporated herein for all purposes, identified as "The Remainder Tract Subject to Possible Future Assignment."

The Releaser hereby authorizes the City of Manor, Texas to convey the ROW or portions thereof, at such time as determined appropriate by the City of Manor, to the owners of the Properties at such time that the City decides to convey the ROW.

EXECUTED at _____, _____ County, Texas, this the ___ day of ____ 2017.

RELEASOR(S)

Cottonwood Holdings, Ltd.
a Texas limited partnership

By: Cottonwood General Partner, L.C.
a Texas limited liability company, as General Partner

By: _____

Name: Peter A. Dwyer

Title: President

THE STATE OF TEXAS

§

COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared _____, Releasor herein, 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 consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the __ day of ____ 2017.

Notary Public-State of Texas

AFTER RECORDING PLEASE RETURN TO:

City of Manor
City Secretary
P.O. Box 387
Manor, Texas 78653

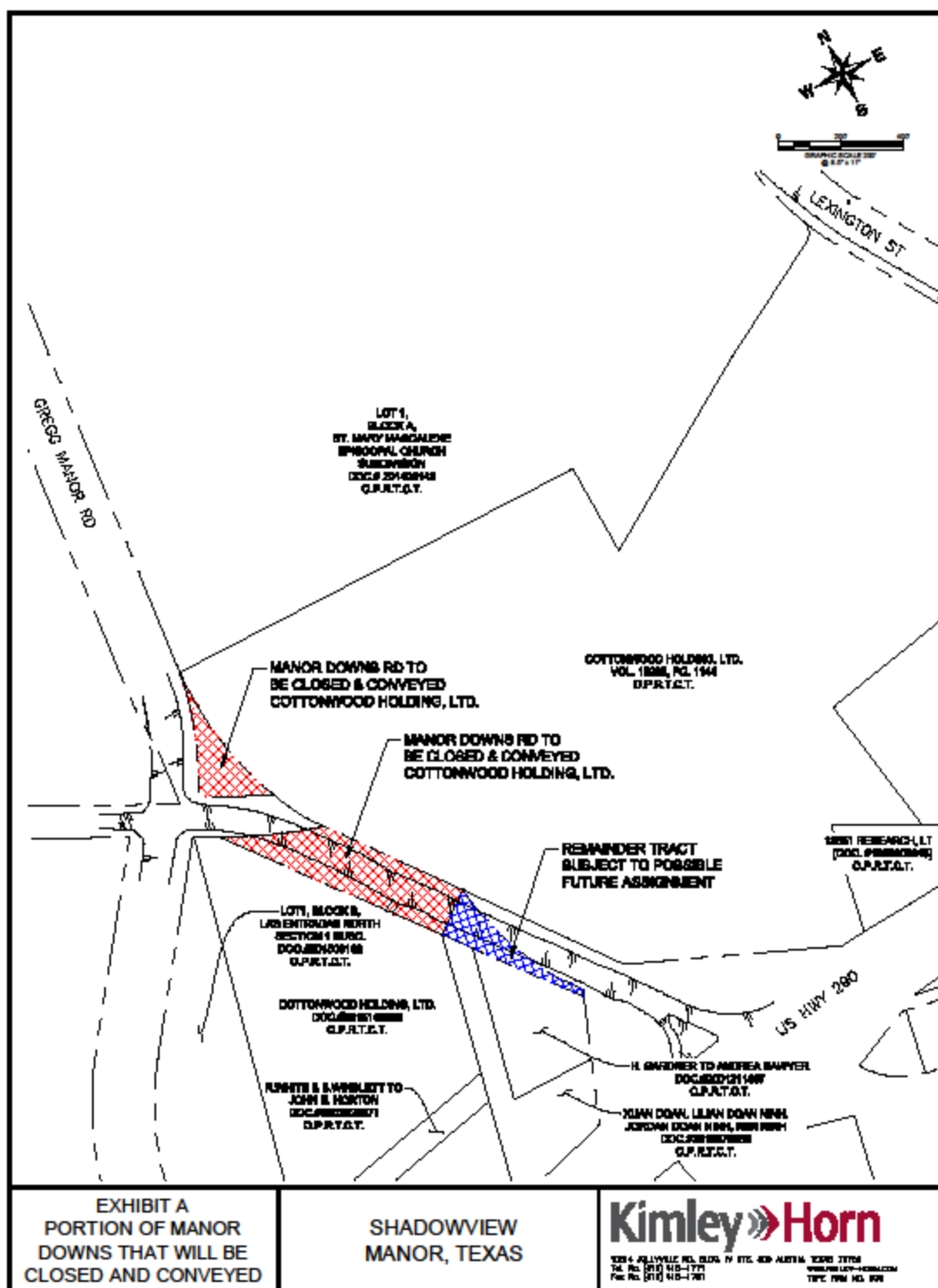


Exhibit D
SPECIAL WARRANTY DEED

THE STATE OF TEXAS §
COUNTY OF TRAVIS § KNOW ALL PERSONS BY THESE PRESENTS:

That the **City of Manor, Texas**, a Texas municipal corporation, hereinafter called "**GRANTOR**," for and in consideration of the sum of Ten and No/100 Dollars (\$10.00), together with other good and valuable consideration, to **GRANTOR** cash in hand paid by **Cottonwood Holdings, Ltd**, hereinafter called "**GRANTEE**", the receipt of which is hereby acknowledged, has **GRANTED, SOLD** and **CONVEYED**, and by these presents does **GRANT, SELL** and **CONVEY** unto the said **GRANTEE**, all that certain lot, tract or parcel of land known and described as follows:

PROPERTY: Being those certain tracts of land, an approximately 0.197 acre tract of land, and an approximately 0.563 acre tract of land, located in Travis County, Texas, and being more particularly shown and described in Exhibit A attached hereto and incorporated herein for all purpose.

This conveyance is expressly made subject to the easements reserved in this instrument, and the restrictions, covenants and easements, if any, apparent on the ground, in use or existing of record in the office of the County Clerk of Travis County, Texas, to which reference is here made for all purposes.

TO HAVE AND TO HOLD the above described premises, together with all and singular, the rights and appurtenances thereto in anywise belonging, unto the said **GRANTEE**, the heirs, executors, successors and assigns forever, and **GRANTOR** does hereby bind its successors and assigns to **WARRANT AND FOREVER DEFEND**, all and singular, the said premises unto the said **GRANTEE**, the heirs, executors, successors and assigns, against every person whomsoever lawfully claiming or to claim the same by, through or under the City of Manor, Texas, but not otherwise.

This deed is subject to the drainage and public utility easements reserved in this instrument and all other easements, restrictions, covenants, conditions and other instruments of record.

EXECUTED at Manor, Travis County, Texas, this the ___ day of _____ 2017.

Attest:

City of Manor, Texas

_____, City Secretary

Rita Jonse, Mayor

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Rita Jonse, Mayor, of the City of Manor, Texas, 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 consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the __ day of ____ 2017.

Notary Public-State of Texas

AFTER RECORDING PLEASE RETURN TO:

City of Manor
City Secretary
P.O. Box 387
Manor, Texas 78653

Exhibit A
Description of Existing ROW

LEGAL DESCRIPTION
0.197 OF AN ACRE OF LAND

0.197 of an acre of land being all situated in William Standerford Survey No. 69, Abstract No. 742, City of Manor, Travis County, Texas, being a portion of the Gregg Manor Rd. (100' R.O.W.) and the Manor Downs Rd. (R.O.W. Varies); said 0.197 of an acre being more particularly described as follows:

COMMENCING at a 1/2-inch iron rod found on the easterly right of way line of Gregg Manor Rd., being the westerly line of that certain Lot 1, Block A, St. Mary Magdalene Episcopal Church Subdivision, according to the map or plat thereof recorded in Document No. 2014080057, Plat Records of Travis County, Texas;

THENCE, southwesterly, along the common boundary line of said Lot 1 and easterly right of way line of Gregg Manor Road, and along the arc of a curve to the left having a radius of 532.96 feet, a central angle of 01°11'11", an arc length of 11.04 feet, and chord bearing: South 03°56'55" West, 11.04 feet, to a point marking the common corner of said Lot 1 and that certain 181.445 acres tract described as Tract 1 of 1, Cottonwood Holdings, Ltd., as recorded in Volume 12266, Page 1144 of the Official Public Records of Travis County, Texas, for the **POINT OF BEGINNING** of the herein described tract;

THENCE, southeasterly, continuing along the common boundary line of said 181.445 acres tract and easterly right of way line of Gregg Manor Road, and along the arc of a curve to the left having a radius of 532.96 feet, a central angle of 26°38'43", an arc length of 247.85 feet and chord bearing: South 09°42'07" East, 245.62 feet, to a point located in the northerly right of way line of Manor Downs Rd.;

THENCE, into the Manor Downs Rd. and Gregg Manor Road, the following courses:

Northwesterly, along the arc of a curve to the right having a radius of 693.00 feet, a central angle of 05°38'11", an arc length of 68.17 feet and chord bearing: North 66°01'30" West, 68.15 feet to a point;

North 63°12'24" West, a distance of 36.25 feet to a point;

Northwesterly, along the arc of a curve to the right having a radius of 15.00 feet, a central angle of 91°55'15", an arc length of 24.06 feet and chord bearing: North 17°14'47" West, 21.57 feet to a point;

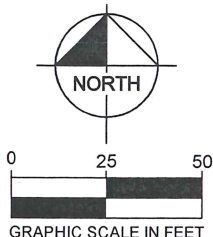
Northeasterly, along the arc of a curve to the left having a radius of 515.00 feet, a central angle of 20°54'29", an arc length of 187.93 feet and chord bearing: North 18°15'36" East, 186.89 feet to a point;

North 89°55'50" East, a distance of 1.07 feet to the **POINT OF BEGINNING** and containing 0.197 of an acre (8,565 square feet) of land, more or less.

Basis of bearings is the Texas State Plane Coordinate System, Central Zone 4203, NAD 1983.

Roberto A. Araujo-Cruz 7/20/17
Roberto A. Araujo-Cruz
Registered Professional Land Surveyor No. 6653
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
roberto.araujo-cruz@kimley-horn.com





MANOR INDEPENDENT
SCHOOL DISTRICT
27.4043 ACRES
VOL. 12597, PG. 1548

25' PUE & BL
DOC.#201400143
O.P.R.T.C.T.

PROTESTANT EPISCOPAL
CHURCH OF DIOCESE, TX
(LOT 1, BLOCK A,
ST. MARY MAGDALENE
EPISCOPAL CHURCH
SUBDIVISION)
23.00 ACRES
DOC.# 2014080057

P.O.C.
IRF

N89°55'50"E
1.07'

P.O.B.

15'PUE
DOC.#201400143

WILLIAM STANDERFORD SURVEY
No. 69, ABSTRACT No. 742

$\Delta=20^{\circ}54'29''$
R=515.00'
L=187.93'
CB=N18°15'36"E
C=186.89'

$\Delta=26^{\circ}38'43''$
R=532.96'
L=247.85'
CB=S9°42'07"E
C=245.62'

PORTION OF 181.445 ACRES
(TRACT 1 OF 1)
COTTONWOOD HOLDING, LTD.
VOL. 12266, PG. 1144

GREGG MANOR RD.
(100' R.O.W.)

0.197 ACRES
8,565 SQ. FT.

$\Delta=91^{\circ}55'15''$
R=15.00'
L=24.06'
CB=N17°14'47"W
C=21.57'

15' WATERLINE ESMT
VOL. 12617, PG. 1980
(TO BE VACATED)

MANOR DOWNS RD.
(R.O.W. VARIES)

$\Delta=5^{\circ}38'11''$
R=693.00'
L=68.17'
CB=N66°01'30"W
C=68.15'

LEGEND

Δ = CENTRAL ANGLE
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING
IRF = IRON ROD FOUND
R.O.W. = RIGHT OF WAY

Roberto A. Araujo-Cruz
ROBERTO A. ARAUJO-CRUZ
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6653
601 NW LOOP 410, SUITE 350
SAN ANTONIO, TEXAS 78216
PH. 210-541-9166
roberto.araujo-cruz@kimley-horn.com



7/20/17

NOTES:

Basis of bearings is the Texas State Plane Coordinate
System, Central Zone 4203, NAD 1983.

Kimley»Horn

601 NW Loop 410, Suite 350
San Antonio, Texas 78216

FIRM # 10193973

Tel. No. (210) 541-9166
www.kimley-horn.com

| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|----------|----------|------------|-----------|-------------|-----------|
| 1" = 50' | APS | RAAC | 7/18/2017 | 069241706 | 1 OF 1 |

LEGAL DESCRIPTION
0.563 OF AN ACRE OF LAND

0.563 of an acre of land being all situated in James Manor Survey No. 40, Abstract No. 546, City of Manor, Travis County, Texas, and being a portion of the Manor Downs Rd. (R.O.W. Varies); said 0.563 of an acre being more particularly described as follows:

COMMENCING at a found concrete monument marking the intersection of the northerly right of way line of U.S. Highway 290 East (R.O.W. Varies) with the westerly right of way line of Manor Downs Rd., and same being the northeasterly corner of that certain 0.583 acre tract conveyed to K-N Corporation as recorded in Document No. 2001211467 of the Official Public Records of Travis County, Texas;

THENCE, North 39°38'34" West, leaving the U.S. Highway 290 East and along the common boundary line of said 0.583 acres tract and westerly right of way line of Manor Downs Road, a distance of 241.68 feet, to a point marking the common corner of that certain 3.566 acre tract conveyed to Cottonwood Holding, LTD, as recorded in Document No. 2015140596, Official Public Records of Travis County, Texas, and that certain 0.736 acre tract conveyed to Doan Xuan, ET AL, as recorded in Document No. 2016079366, Official Public Records of Travis County, Texas, for the **POINT OF BEGINNING** of the herein described tract;

THENCE, North 38°21'13" West, continuing common boundary line of said 3.566 acres tract and the westerly right of way line of Manor Downs Road, a distance of 384.50 feet, to a point;

THENCE, leaving the westerly right of way line of Manor Downs Road and into the Manor Downs Road, the following courses:

South 63°12'24" East, a distance of 7.67 feet to a point;
Easterly, along the arc of a curve to the left having a radius of 757.00 feet, a central angle of 11°20'27", an arc length of 149.84 feet and chord bearing: South 68°52'38" East, 149.59 feet to a point located in the easterly right of way line of Manor Downs Road, and same being the westerly line of that certain 3.056 acre tract conveyed to Cottonwood Holdings, Ltd., as recorded in Volume 12266, Page 1144, Official Public Records of Travis County, Texas;

THENCE, South 38°21'13" East, along the common boundary line of said 3.056 acres tract and the easterly right of way line of Manor Downs Road, a distance of 245.39 feet to a point;

THENCE, South 49°16'18" West, leaving the easterly right of way line of Manor Downs Road and crossing the Manor Downs Road, a distance of 79.27 feet to the **POINT OF BEGINNING** and containing 0.563 of an acre (24,518 square feet) of land, more or less.

Basis of bearings is the Texas State Plane Coordinate System, Central Zone 4203, NAD 1983.

Roberto A. Araujo-Cruz 7/20/17
Roberto A. Araujo-Cruz
Registered Professional Land Surveyor No. 6653
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
roberto.araujo-cruz@kimley-horn.com



MANOR DOWN RD.
(VARIABLE R.O.W.)

S63°12'24"E
7.67'

$\Delta=11^{\circ}20'27''$
R=757.00'
L=149.84'
CB=S68°52'38"E
C=149.59'

REMAINDER OF 181.445 ACRES
(TRACT 1 OF 1)
COTTONWOOD HOLDINGS LTD.
VOL.12266, PG.1144

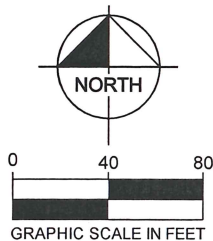
JAMES MANOR
SURVEY No. 40,
ABSTRACT No. 546

0.563 ACRES
24,518 SQ. FT.

3.566 ACRES
COTTONWOOD HOLDING, LTD
Doc. No. 2015140596

LEGEND

Δ = CENTRAL ANGLE
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING



P.O.B.

15' WATERLINE ESMT
VOL.12617, PG. 1980
(TO BE VACATED)

3.056 ACRES
COTTONWOOD
HOLDING, LTD.
VOL. 12266, PG. 1144

S49°16'18"W
79.27'

MANOR DOWNS RD.
(R.O.W. VARIES)

0.736 ACRES
DOAN XUAN, ET AL
DOC.#2016079366

0.583 ACRES
K-N CORPORATION
(BETH ANDREA
SAWYER & THOM
MARK)
DOC.#2001211467

P.O.C.
CONCRETE
MONUMENT

U.S. 290 EAST
(R.O.W. VARIES)



Roberto A. Araujo-Cruz
ROBERTO A. ARAUJO-CRUZ
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6653
601 NW LOOP 410, SUITE 350
SAN ANTONIO, TEXAS 78216
PH. 210-541-9166
roberto.araujo-cruz@kimley-horn.com

7/20/17

NOTES:

Basis of bearings is the Texas State Plane Coordinate
System, Central Zone 4203, NAD 1983.

Kimley»Horn

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FIRM # 10193973

Tel. No. (210) 541-9166
www.kimley-horn.com

| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|----------|----------|------------|-----------|-------------|-----------|
| 1" = 80' | APS | RAAC | 7/18/2017 | 069241706 | 1 OF 1 |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration and possible action on a Deposit and Reimbursement Agreement for Proposed Public Improvement District (EntradaGlen).

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

agreement

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve a Deposit and Reimbursement Agreement for Proposed Public Improvement District (EntradaGlen).

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

**CITY OF MANOR, TEXAS DEPOSIT AGREEMENT
PROPOSED PUBLIC IMPROVEMENT DISTRICT
EntradaGlen PID**

THIS DEPOSIT AGREEMENT (this "**Agreement**") is made and entered into as of _____, 2017 by and between the **CITY OF MANOR, TEXAS** (the "**City**"), and **[DEVELOPER]**, a _____ (including its Designated Successors and Assigns, the "**Owner**").

WHEREAS, the Owner has requested that the City create a Public Improvement District (the "**District**") enter into a PID Financing Agreement under which the City will, among other things, conduct proceedings pursuant to the provisions of Texas Local Government Code Chapter 372 to levy special assessments, and to issue one or more series of bonds (the "**Bonds**") to provide for the construction, acquisition, or furnishing of certain public improvements within the District; and

WHEREAS, the Owner is developing real property that would be included within the boundaries of the proposed District; and

WHEREAS, on September 15, 2016, the Owner advanced \$6,000 to the City, and on March 10, 2017, the Owner advanced an additional \$6,000 to the City, for the City's costs to review the PID petition submitted to the City and related information;

WHEREAS, the Owner has agreed to advance additional moneys to be used by the City Manager of the City (the "**City Manager**") to pay costs and expenses associated with retaining the Consultants (herein defined) to assist the City with assessing the feasibility and desirability of (i) entering into a PID Financing Agreement, (ii) forming the District, (iii) levying assessments, and (iv) issuing Bonds (the "**PID Feasibility Matters**") such advances being subject to reimbursement or credit upon the approval of the Attorney General and City Council and a successful issuance of the Bonds; and

WHEREAS, the parties hereto wish to enter into the Agreement to define the terms and conditions under which moneys will be advanced by and reimbursed to the Owner.

NOW THEREFORE, the parties, for mutual consideration, agree as follows:

SECTION 1. ADVANCEMENT OF MONEYS. The Owner shall deposit with the City \$50,000.00 (the "**Moneys**") to the City Manager as provided in Section 3 hereof, which Moneys shall be used by the City exclusively to pay costs generally described in Section 2 hereof. If the Moneys are not advanced in accordance with Section 3, the City shall not proceed with assessing the feasibility and desirability of the PID Feasibility Matters. The City will notify the Owner if the costs generally described in Section 2 exceed or are expected to exceed \$40,000.00. Upon notification by the City of the Section 2 costs exceeding \$40,000.00, City and Owner agree to modify this Agreement to increase the amount of Moneys advanced (the "**Additional Moneys**"). If the Additional Moneys are not advanced in accordance with Section 3, the City shall not proceed with assessing the feasibility and desirability of the PID

Feasibility Matters.

SECTION 2. USE OF MONEYS ON DEPOSIT. The City has retained P3Works, LLC as assessment consultant; the City has engaged or will engage additional consultants, including but not limited to appraisers and attorneys (collectively, “**Consultants**”). The Consultants will assist the City with assessing the feasibility and desirability of the PID Feasibility Matters. The Consultants will be responsible to, and will act as consultants to, the City in connection with the PID Feasibility Matters. The City Manager will use the Moneys to pay costs and expenses of the Consultants that are associated with or incidental to the PID Feasibility Matters (collectively, “**Project Costs**”). The scope of work and terms and conditions of the agreements for the Consultants are, or will be, set forth in agreements on file in the City Manager’s office. The City Manager may also use the Moneys for other direct City expenses relating to creation of the PID, such as statutorily required public notices. The City Manager shall maintain records of the payment of all Project Costs and keep such records on file and available for inspection and review by the Owner in the City Manager’s office. Upon request, but not more than monthly, the City agrees to provide the Owner with copies of all invoices for PID Feasibility Matters that have been paid since the last request. If the Owner objects to any portion of an invoice, the City and the Owner agree in good faith to attempt to resolve the dispute within a reasonable period of time.

SECTION 3. DEPOSITS. The Owner shall deposit with the City the amount of \$50,000.00 within five business days after this Agreement is executed and delivered by the City. The City will draw from \$20,000 of the deposit (the “**P3Works Deposit**”) to pay for P3Works’s fees. Whenever the account for the P3Works Deposit reaches a balance below \$5,000.00, the Owner shall deposit an additional \$10,000.00 within five business days of notification by the City Manager. The City will draw from \$20,000 of the deposit for the remaining Consultants fees and other fees related to the PID Feasibility matters (the “**Remaining Consultants Deposit**”). Whenever the account for the Remaining Consultants Deposit reaches a balance below \$5,000.00, the Owner shall deposit an additional \$10,000.00 within five business days of notification by the City Manager. The City Manager shall cause all Moneys received from the Owner to be deposited into a separate accounts maintained by or at the direction of the City Manager and the Office of the City Director of Finance. All interest or other amounts earned on Moneys (if any) in such account shall be held in such account for the payment of Project Costs or otherwise applied as set forth in Section 4 hereof.

SECTION 4. REIMBURSEMENT. If proceedings for approval of the PID Financing Agreement or formation of the District are unsuccessful and are terminated or abandoned prior to the issuance of the Bonds, the City Manager shall transfer to the Owner all Moneys, including any interest earnings thereon, then on deposit in the account established and maintained pursuant to Section 3, exclusive of Moneys necessary to pay Project Costs or portions thereof that (i) have been actually incurred and (ii) are due and owing as of the date of such termination or abandonment.

The Owner shall have the following options upon the successful issuance of the Bonds:

- A. Contingent on the Attorney General’s and City Council approval, the Owner may direct

the City to reimburse the Owner for the Moneys, and the interest thereon, previously advanced by the Owner from the proceeds of the Bonds, provided that such Moneys are included in the amounts authorized to be paid from the Bonds under the PID Finance Agreement, the Service and Assessment Plan, and the Bond Indenture for the EntradaGlen PID, as appropriate;

- B. The Owner may direct the City to return unexpended Moneys, and the interest thereon, to Owner; or
- C. The Owner may direct the City to do any combination of the above.

SECTION 5. MARKET STUDY. The Owner acknowledges that the City may cause a market study or analysis to be paid in after creation of the District, and the Owner agrees that the City may contract with a company to perform a market study and the Owner to pay the cost of the market study. The City will provide the Owner with the cost of the market study prior to entering into the contract for the market study. If the Owner has any objections to the cost of the market study, the City and the Owner will work in good faith to resolve the objections. If the Owner has no objections to the cost of the market study, the Owner will post a deposit with the City in the amount of the cost of performing the market study, and the City will use the funds exclusively for the purpose of paying for the market study. The deposit will be governed by the same terms and conditions of Section 4, unless the Parties agree otherwise.

SECTION 6. RESERVED RIGHTS. This Agreement does not in any way create an obligation or commitment that the City will execute any agreements, create the District, or proceed with the issuance of the Bonds, and the City expressly reserves the right to terminate or abandon the proceedings at any time prior to the issuance of the Bonds, if in the City's sole discretion, it deems such termination or abandonment to be in the best interests of the City.

SECTION 7. BINDING EFFECT. This Agreement shall be binding on the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date above written.

EXECUTED and ACCEPTED this ____ of _____ 2017.

CITY OF MANOR, TEXAS, a municipal corporation

By: _____
Rita G. Jonse, Mayor

Date: _____

AGREED TO and ACCEPTED this ____ of _____ 2017.

COTTONWOOD HOLDINGS, LTD., a Texas
limited partnership

By: COTTONWOOD GENERAL PARTNER,
L.L.C., a Texas limited liability company,
as General Partner

By: _____

Name: Peter A. Dwyer

Title: President

SHADOWGLEN DEVLEOPMENT
CORPORATION, A Texas corporation

By: _____

Name: Peter A. Dwyer

Title: President

LAS ENTRADAS DEVELOPMENT
CORPORATION., a Texas corporation

By: _____

Name: Peter A. Dwyer

Title: President



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration and possible action on an Agreement for Manor Public Improvement District Feasibility and Formation Services (EntradaGlen) with P3Works, LLC.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

EntradaGlen Agreement

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve an agreement for Manor Public Improvement District Feasibility and Formation Services (EntradaGlen) with P3Works, LLC.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

**AGREEMENT FOR MANOR PUBLIC IMPROVEMENT DISTRICT
FEASIBILITY AND FORMATION SERVICES (ENTRADA GLEN)**

This Agreement for Public Improvement District Administration Services ("Agreement") is entered into this _____ day of _____, 2017 by and between P3Works, LLC ("P3Works") and the City of Manor, Texas ("City").

RECITALS

WHEREAS, a mixed use master planned community encompassing 323 acres known as Entrada Glen (the "Project") is currently being planned by Dwyer Realty Companies, LLC ("Owner") within the City limits; and

WHEREAS, the City has been requested to form a Public Improvement District ("PID" or "District") and issue tax exempt bonds by the Owner; and

WHEREAS, the City requires specialized services related to the due diligence of the PID, preparation of the Service and Assessment Plan ("Service and Assessment Plan"), and bond issuance, as more fully set forth in this Agreement; and

WHEREAS, P3Works has the expertise to properly evaluate and establish the District and ensure compliance with Texas Local Government Code Chapter 372; and

WHEREAS, the City desires to retain P3Works to provide District due diligence, formation and bond issuance support services;

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, P3Works and the City agree as follows:

ARTICLE I

TERM OF AGREEMENT

1.0 The Agreement shall be effective as of its approval by all parties, and shall be for a period of three (3) years and shall automatically continue on a year to year basis until terminated pursuant to Article IV of this Agreement.

ARTICLE II

SERVICES TO BE PROVIDED BY P3WORKS

2.0 The scope and timing of services to be performed by P3Works are set forth in Exhibit A, which is attached hereto and incorporated into this Agreement by this reference.

2.1 The Services to be provided by P3Works under the terms of this Agreement relate only to the Project.

2.2 P3Works agrees that its services pursuant to this Agreement shall at all times be subject to the control and supervision of the City and nothing in this Agreement shall constitute an assignment of any right or obligation of the City under any applicable contract, agreement, or law. P3Works shall not represent to any property owner or any other person that it or any of its employees are acting as the City or employees of the City.

2.3 No substantial changes in the scope of services shall be made without the prior written approval of P3Works and the City.

2.4 P3Works shall supply all tools and means necessary to perform the services and production of the work product described in Exhibit A.

ARTICLE III

PAYMENT TERMS AND CONDITIONS

3.0 In consideration for the services to be performed by P3Works, the City agrees to pay P3Works the fees for all services and related costs and expenses set forth in Exhibit A.

3.1 Monthly Invoices shall be submitted to the City for work completed. City agrees to pay the amount due to P3Works upon receipt of each invoice.

3.2 Copies of all invoices to P3Works for expenses, materials, or services provided to P3Works will accompany the invoice to the City. P3Works will pass any third party cost thru to the City without markup, and will not incur any expense in excess of \$200 without written consent of the City.

3.3 The City will require the Owner to deposit funds with the City sufficient to pay PIDWorks' fees and expenses, and will cause additional funds to be deposited as necessary. The City will notify P3Works if the Owner does not deposit funds as requested by the City. City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District. In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds.

ARTICLE IV

TERMINATION OF THIS AGREEMENT

4.0 Notwithstanding any other provisions of this Agreement, either party may terminate this Agreement at any time by giving sixty (60) days written notice to the other party without penalty and without limitation of its right to seek damages. City shall pay P3Works, within 30 days of such termination, all of P3Works' fees and expenses actually accrued or incurred to and including the date of termination, including any amount incurred or accrued in connection with work in progress.

ARTICLE V

GENERAL PROVISIONS

5.0 This Agreement supersedes any and all agreements, either oral or written between the parties hereto with respect to rendering of services by P3Works for the City and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party of this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

5.1 This Agreement shall be administered and interpreted under the laws of the State of Texas. This Agreement shall not be construed for or against any party by reason of who drafted the provisions set forth herein. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall remain in full force and effect.

5.2 Neither this Agreement or any duties or obligations under this Agreement may be assigned by P3Works without the prior written consent of the City.

5.3 The waiver by either party of a breach or violation of any provision of this Agreement will not operate as or be construed to be a waiver of any subsequent breach thereof.

5.4 All records, reports, and other documents prepared by P3Works for the purposes of providing the services described in this Agreement shall be property of the City. All such documents shall be made available to the City during the course of performance of this Agreement. Any reports, studies, photographs, negatives, or other documents or drawings prepared by P3Works in the performance of its obligations under this Agreement shall be the exclusive property of the City and all such materials shall be remitted to the City by P3Works upon completion, termination, or cancellation of this Agreement.

5.5 The City acknowledges P3Works' ownership of its software, programs, inventions, know-how, trade secrets, confidential knowledge, source code, or other proprietary information relating to products, processes, services, software, formulas, developmental or experimental work, business plans, financial information, or other subject matter ("Confidential Information") pertaining to the business of P3Works. This Agreement shall not in any way give rise to any requirement or obligation for P3Works to disclose or release any Confidential Information.

5.6 The headings and article titles of this Agreement are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part hereof.

5.7 Should either party commence any legal action or proceeding against the other based upon this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs.

5.8 All notices, requests, demands, and other communications which are required to be given under this agreement shall be in writing and shall be deemed to have been duly given upon the delivery by registered or certified mail, return receipt requested, postage prepaid thereon, as follows:

To P3Works:
Jon Snyder
P3Works, LLC
350 Rufe Snow Drive
Keller, Texas 76248

To City:
City Manager
City of Manor
105 Eggleston St.
Manor, TX 78653

5.9 The parties hereby warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this Agreement. A facsimile signature on this Agreement shall be treated for all purposes as an original signature.

Executed on this _____ day of _____, 2017:

P3Works, LLC

BY: _____
Jon Snyder
Founder and Managing Partner

City of Manor

BY: _____

EXHIBIT A
SERVICES TO BE PROVIDED

Billed at P3Works' prevailing hourly rates, which are currently as follows:

| <i>Title</i> | <i>Hourly Rate</i> |
|---------------------------|---------------------------|
| <i>Managing Principal</i> | <i>\$250</i> |
| <i>Vice President</i> | <i>\$185</i> |
| <i>Associate</i> | <i>\$135</i> |

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles.*

- District Due Diligence and Preparation of PID Plan of Finance
P3Works will review project information and prepare a plan of finance for the proposed transaction, including
 - Assessed value schedules, value to lien analysis, and overall structuring to achieve City goals and objectives
 - Identify areas of risk and solutions to mitigate the risks,
 - bond sizing and bond phasing by improvement area,
 - sources and uses of funds by improvement area,
 - debt service schedules, and
 - assessment allocation and associated estimated annual installment by lot type for each improvement area.
- Preparation of Service and Assessment Plan
 - P3Works will prepare a complete and final Service and Assessment Plan to be adopted by City Council and included in the Official Statement for the Bonds based on the Plan of Finance.
 - P3Works will present the Service and Assessment Plan to City Council and request approval of Assessment Roll.
- Bond Issuance Support
 - P3Works will ensure bond documents, including the PID financing agreement, bond indenture, and official statement are all consistent with the Service and Assessment Plan.
 - P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the preliminary official statement
- Participation in Presentations to City Council or other Public Forums
 - P3Works will prepare and present information as requested to the City Council or any other public forum.



Jon Snyder
Founder and Managing Partner
+1.512.568.5432 Phone
jon@p3-works.com

August 9, 2017

VIA ELECTRONIC DELIVERY

Thomas Bolt, City Manager
City of Manor
105 E. Eggleston Street
Manor, TX 78653

Re: PID Due Diligence and Formation Services – Entrada Glen

Dear Mr. Bolt,

Ms. Rivera requested that I clarify a couple items relating to our proposal. I have attempted to answer her questions below, and will be available to answer questions in person during the August 16th City Council meeting. If you have any other questions in the meantime, please do not hesitate to contact me. We greatly appreciate your consideration of P3Works for this opportunity.

Estimated Total Budget

Our proposal provides our standard hourly rates, but it does not include a “not to exceed” amount. It is difficult to estimate a budget for this type of engagement due to the many variables that influence the amount of time it takes to complete the tasks. For example:

- We are currently completing a PID bond issuance where there was a complete set of information, minimum adjustments/changes, and the deal points were all agreed upon in advance. Our total fees for this engagement will be less than \$20,000, including drafting the SAP and providing bond issuance support.
- We are currently working on another bond issuance where we are on version 15.0 of the Service and Assessment Plan, and additional work is still required. This is a complex transaction with multiple phases and series of bonds, and there have been numerous changes to the project, plan of finance, and ongoing negotiations regarding the PID deal points. I would estimate our fees at the completion of the bond issuance to total approximately \$60,000 - \$75,000, accrued over a period of over 12 months.



We provide invoices on a monthly basis as our work progresses, and we provide a detailed description of each task completed and the corresponding billing amount. We are always available to discuss any questions or concerns that arise over an invoice.

Estimated Hours by Employee Category

Our proposal provided our standard hourly rates by employee category. Due to the nature of the engagement, we expect it will primarily be conducted by a Managing Partner and Vice President, with support from associates as needed for research and support services. Although preliminary, I would assume the billings would be approximately 50% Managing Partner, 35% Vice President, and 15% Associate. Jon Snyder will be the Managing Partner on this engagement and serve as the primary source of contact with the City.

Monitoring Status of Developer Deposit

It is our understanding that the City is requiring the developer to post a deposit to pay for any expenses incurred by the City relating to the PID due diligence and possible formation, including our fees, market studies, attorney fees, appraisals, etc. We would like to offer to monitor the status of the developer deposit account, and advise the City when the account balance is low and additional funds are needed. In addition, P3Works has included in its proposal language prohibiting payment of our fees from the City's general fund.

*3.3 The City will require the Owner to deposit funds with the City sufficient to pay P3Works' fees and expenses, and will cause additional funds to be deposited as necessary. The City will notify P3Works if the Owner does not deposit funds as requested by the City. **City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District.** In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds.*

If you have any other questions, please do not hesitate to contact me. We greatly appreciate your consideration of P3Works for this opportunity.

Best Regards,

A handwritten signature in blue ink, appearing to read 'Jon Snyder'.

Jon Snyder
Founder and Managing Partner



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration and possible action on an agreement for Manor Public Improvement District Feasibility and Formation (Sky Village) with P3Works, LLC.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Sky Village Agreement

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council an agreement for Manor Public Improvement District Feasibility and Formation (Sky Village) with P3Works, LLC.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

**AGREEMENT FOR MANOR PUBLIC IMPROVEMENT DISTRICT
FEASIBILITY AND FORMATION SERVICES (SKY VILLAGE)**

This Agreement for Public Improvement District Administration Services ("Agreement") is entered into this _____ day of _____, 2017 by and between P3Works, LLC ("P3Works") and the City of Manor, Texas ("City").

RECITALS

WHEREAS, a mixed use master planned community encompassing over 600 acres known as Sky Village (the "Project") is currently being planned by Reger Holdings, LLC ("Owner") within the City limits; and

WHEREAS, the City has been requested to form a Public Improvement District ("PID" or "District") and issue tax exempt bonds by the Owner; and

WHEREAS, the City requires specialized services related to the due diligence of the PID, preparation of the Service and Assessment Plan ("Service and Assessment Plan"), and bond issuance, as more fully set forth in this Agreement; and

WHEREAS, P3Works has the expertise to properly evaluate and establish the District and ensure compliance with Texas Local Government Code Chapter 372; and

WHEREAS, the City desires to retain P3Works to provide District due diligence, formation and bond issuance support services;

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, P3Works and the City agree as follows:

ARTICLE I

TERM OF AGREEMENT

1.0 The Agreement shall be effective as of its approval by all parties, and shall be for a period of three (3) years and shall automatically continue on a year to year basis until terminated pursuant to Article IV of this Agreement.

ARTICLE II

SERVICES TO BE PROVIDED BY P3WORKS

2.0 The scope and timing of services to be performed by P3Works are set forth in Exhibit A, which is attached hereto and incorporated into this Agreement by this reference.

2.1 The Services to be provided by P3Works under the terms of this Agreement relate only to the Project.

2.2 P3Works agrees that its services pursuant to this Agreement shall at all times be subject to the control and supervision of the City and nothing in this Agreement shall constitute an assignment of any right or obligation of the City under any applicable contract, agreement, or law. P3Works shall not represent to any property owner or any other person that it or any of its employees are acting as the City or employees of the City.

2.3 No substantial changes in the scope of services shall be made without the prior written approval of P3Works and the City.

2.4 P3Works shall supply all tools and means necessary to perform the services and production of the work product described in Exhibit A.

ARTICLE III

PAYMENT TERMS AND CONDITIONS

3.0 In consideration for the services to be performed by P3Works, the City agrees to pay P3Works the fees for all services and related costs and expenses set forth in Exhibit A.

3.1 Monthly Invoices shall be submitted to the City for work completed. City agrees to pay the amount due to P3Works upon receipt of each invoice.

3.2 Copies of all invoices to P3Works for expenses, materials, or services provided to P3Works will accompany the invoice to the City. P3Works will pass any third party cost thru to the City without markup, and will not incur any expense in excess of \$200 without written consent of the City.

3.3 The City will require the Owner to deposit funds with the City sufficient to pay PIDWorks' fees and expenses, and will cause additional funds to be deposited as necessary. The City will notify P3Works if the Owner does not deposit funds as requested by the City. City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District. In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds.

ARTICLE IV

TERMINATION OF THIS AGREEMENT

4.0 Notwithstanding any other provisions of this Agreement, either party may terminate this Agreement at any time by giving sixty (60) days written notice to the other party without penalty and without limitation of its right to seek damages. City shall pay P3Works, within 30 days of such termination, all of P3Works' fees and expenses actually accrued or incurred to and including the date of termination, including any amount incurred or accrued in connection with work in progress.

ARTICLE V

GENERAL PROVISIONS

5.0 This Agreement supersedes any and all agreements, either oral or written between the parties hereto with respect to rendering of services by P3Works for the City and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party of this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

5.1 This Agreement shall be administered and interpreted under the laws of the State of Texas. This Agreement shall not be construed for or against any party by reason of who drafted the provisions set forth herein. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall remain in full force and effect.

5.2 Neither this Agreement or any duties or obligations under this Agreement may be assigned by P3Works without the prior written consent of the City.

5.3 The waiver by either party of a breach or violation of any provision of this Agreement will not operate as or be construed to be a waiver of any subsequent breach thereof.

5.4 All records, reports, and other documents prepared by P3Works for the purposes of providing the services described in this Agreement shall be property of the City. All such documents shall be made available to the City during the course of performance of this Agreement. Any reports, studies, photographs, negatives, or other documents or drawings prepared by P3Works in the performance of its obligations under this Agreement shall be the exclusive property of the City and all such materials shall be remitted to the City by P3Works upon completion, termination, or cancellation of this Agreement.

5.5 The City acknowledges P3Works' ownership of its software, programs, inventions, know-how, trade secrets, confidential knowledge, source code, or other proprietary information relating to products, processes, services, software, formulas, developmental or experimental work, business plans, financial information, or other subject matter ("Confidential Information") pertaining to the business of P3Works. This Agreement shall not in any way give rise to any requirement or obligation for P3Works to disclose or release any Confidential Information.

5.6 The headings and article titles of this Agreement are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part hereof.

5.7 Should either party commence any legal action or proceeding against the other based upon this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs.

5.8 All notices, requests, demands, and other communications which are required to be given under this agreement shall be in writing and shall be deemed to have been duly given upon the delivery by registered or certified mail, return receipt requested, postage prepaid thereon, as follows:

To P3Works:
Jon Snyder
P3Works, LLC
350 Rufe Snow Drive
Keller, Texas 76248

To City:
City Manager
City of Manor
105 Eggleston St.
Manor, TX 78653

5.9 The parties hereby warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this Agreement. A facsimile signature on this Agreement shall be treated for all purposes as an original signature.

Executed on this _____ day of _____, 2017:

P3Works, LLC

BY: _____
Jon Snyder
Founder and Managing Partner

City of Manor

BY: _____

EXHIBIT A
SERVICES TO BE PROVIDED

Billed at P3Works' prevailing hourly rates, which are currently as follows:

| <i>Title</i> | <i>Hourly Rate</i> |
|---------------------------|---------------------------|
| <i>Managing Principal</i> | <i>\$250</i> |
| <i>Vice President</i> | <i>\$185</i> |
| <i>Associate</i> | <i>\$135</i> |

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles.*

- District Due Diligence and Preparation of PID Plan of Finance
P3Works will review project information and prepare a plan of finance for the proposed transaction, including
 - Assessed value schedules, value to lien analysis, and overall structuring to achieve City goals and objectives
 - Identify areas of risk and solutions to mitigate the risks,
 - bond sizing and bond phasing by improvement area,
 - sources and uses of funds by improvement area,
 - debt service schedules, and
 - assessment allocation and associated estimated annual installment by lot type for each improvement area.
- Preparation of Service and Assessment Plan
 - P3Works will prepare a complete and final Service and Assessment Plan to be adopted by City Council and included in the Official Statement for the Bonds based on the Plan of Finance.
 - P3Works will present the Service and Assessment Plan to City Council and request approval of Assessment Roll.
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 - P3Works will ensure bond documents, including the PID financing agreement, bond indenture, and official statement are all consistent with the Service and Assessment Plan.
 - P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the preliminary official statement
- Participation in Presentations to City Council or other Public Forums
 - P3Works will prepare and present information as requested to the City Council or any other public forum.



Jon Snyder
Founder and Managing Partner
+1.512.568.5432 Phone
jon@p3-works.com

August 9, 2017

VIA ELECTRONIC DELIVERY

Thomas Bolt, City Manager
City of Manor
105 E. Eggleston Street
Manor, TX 78653

Re: PID Due Diligence and Formation Services – Sky Village

Dear Mr. Bolt,

Ms. Rivera requested that I clarify a couple items relating to our proposal. I have attempted to answer her questions below, and will be available to answer questions in person during the August 16th City Council meeting. If you have any other questions in the meantime, please do not hesitate to contact me. We greatly appreciate your consideration of P3Works for this opportunity.

Estimated Total Budget

Our proposal provides our standard hourly rates, but it does not include a “not to exceed” amount. It is difficult to estimate a budget for this type of engagement due to the many variables that influence the amount of time it takes to complete the tasks. For example:

- We are currently completing a PID bond issuance where there was a complete set of information, minimum adjustments/changes, and the deal points were all agreed upon in advance. Our total fees for this engagement will be less than \$20,000, including drafting the SAP and providing bond issuance support.
- We are currently working on another bond issuance where we are on version 15.0 of the Service and Assessment Plan, and additional work is still required. This is a complex transaction with multiple phases and series of bonds, and there have been numerous changes to the project, plan of finance, and ongoing negotiations regarding the PID deal points. I would estimate our fees at the completion of the bond issuance to total approximately \$60,000 - \$75,000, accrued over a period of over 12 months.



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Monitoring Status of Developer Deposit

It is our understanding that the City is requiring the developer to post a deposit to pay for any expenses incurred by the City relating to the PID due diligence and possible formation, including our fees, market studies, attorney fees, appraisals, etc. We would like to offer to monitor the status of the developer deposit account, and advise the City when the account balance is low and additional funds are needed. In addition, P3Works has included in its proposal language prohibiting payment of our fees from the City's general fund.

*3.3 The City will require the Owner to deposit funds with the City sufficient to pay P3Works' fees and expenses, and will cause additional funds to be deposited as necessary. The City will notify P3Works if the Owner does not deposit funds as requested by the City. **City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District.** In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds.*

If you have any other questions, please do not hesitate to contact me. We greatly appreciate your consideration of P3Works for this opportunity.

Best Regards,

A handwritten signature in blue ink, appearing to read 'Jon Snyder', is placed above the printed name.

Jon Snyder
Founder and Managing Partner



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a first reading of an ordinance annexing land located in Travis County, Texas that is adjacent and contiguous territory to the City and approving a service plan for the annexed area.

BACKGROUND/SUMMARY:

This is the first reading of the ordinance to annex approximately 1,756.97 acres. Upon second reading, they'll be legal descriptions of all the tracts to be annexed, less the tracts that have entered into development agreements, which will be heard as a separate agenda item.

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Ordinance

General annexation area map

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the first reading of an ordinance annexing located in Travis County, Texas that is adjacent and contiguous territory to the City and a service plan for the annexed area.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING LAND LOCATED IN TRAVIS COUNTY, TEXAS THAT IS ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY; APPROVING A SERVICE PLAN FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS; the City of Manor, Texas (“the City”) is home rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

WHEREAS; the property is adjacent to the present city limits and contiguous with the city limits;

WHEREAS; two separate public hearings were conducted prior to consideration of this Ordinance in accordance with § 43.063 of the *Tex. Loc. Gov’t. Code*;

WHEREAS; notice of the public hearing was published in a newspaper of general circulation in the City and the territory proposed to be annexed not more than twenty (20) nor less than (10) days prior to the public hearings;

WHEREAS; the City intends to provide services to the property to be annexed according to the Service Plan attached hereto as Exhibit “B”;

WHEREAS, the City, pursuant to §43.021, *Tex. Loc. Gov’t. Code*, and the City Charter, is authorized to annex the subject properties; and

WHEREAS, after review and consideration of the subject properties, the City Council finds that the subject properties are exempt from the City’s annexation plan pursuant to §43.052 (h)(1) of the *Tex. Loc. Gov’t. Code*;

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

Section 1. All of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied herein in their entirety.

Section 2. That the land described in Exhibit “A” (hereinafter referred to as the “Annexed Property”) is hereby annexed into the corporate limits of the City of Manor.

Section 3. That the Service Plan submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as Exhibit “B”.

Section 4. That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the Service Plan attached hereto as Exhibit “B”, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

Section 5. That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Manor.

Section 6. That the Annexed Property shall be temporarily zoned District “A” as provided in the City Zoning Ordinance, until permanent zoning is established therefore.

Section 7. That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

Section 8. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

Section 9. That it is hereby officially found and determined that the meeting at which this Ordinance is passes was open to the public as required and that public notice of the time, place, and purpose of said meeting was given required by the Opens Meeting Act, *Chapt. 551, Tex. Gov’t Code*.

PASSED AND APPROVED on First Reading this the 16th day of August, 2017

FINALLY PASSED AND APPROVED on this the 23rd day of August, 2017

ATTEST:

THE CITY OF MANOR, TEXAS

Lluvia Tijerina, City Secretary

Rita Jonse, Mayor

EXHIBIT “A”

Property description:

EXHIBIT “B”

Approved municipal Service Plan

EXHIBIT “B”

MUNICIPAL SERVICES PLAN FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR

WHEREAS, the City of Manor, Texas (the “City”) intends to institute annexation proceedings for tracts of land described more fully hereinafter (referred to herein as the “subject property”);

WHEREAS, *Section 43.056, Loc. Gov't. Code*, requires a service plan be adopted with the annexation ordinance;

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

WHEREAS, infrastructure provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City;

WHEREAS, the owner(s) of the subject property agree they will benefit from the City’s development restrictions and zoning requirements, as well as other municipal services provided by the City, which are good and valuable consideration for this service plan; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapt. 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, the following services will be provided for the subject property on the effective date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the owner and this Plan, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by agreement between the City and the ESD’s present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the regulatory and zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "A" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided in this Plan:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subject property, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject property or portions thereof (the "CCN holder") and, as applicable, the utility providing wholesale or retail water service to said CCN holder. Absent a water CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject property owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject property as required in City ordinances. Upon acceptance of the water lines within the subject property and any off-site improvements, water service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly

situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) (a) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subject property, or applicable portions thereof, by the utility holding a wastewater CCN for the subject property, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject property owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject property as required by City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

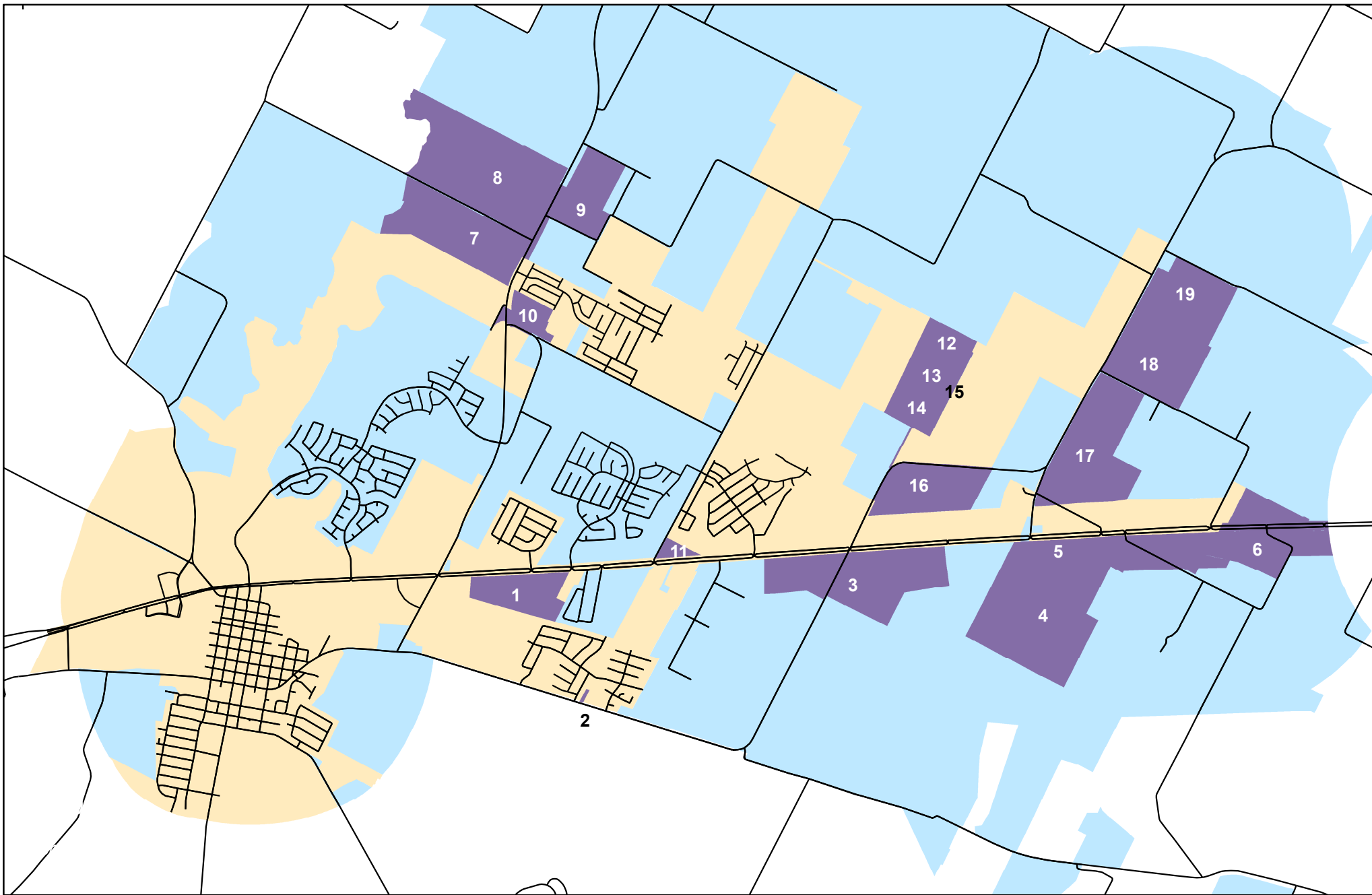
(D) Installation and maintenance of street lighting in accordance with established policies of the City;

(iii) The outer boundaries of the subject property abut existing roadways. The property owner agrees that no improvements are required on such roadways to service the property.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties.

(4) **Term.** If not previously expired, this service plan expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



Proposed Annexations



Current City Limits



Manor ETJ

+/- 1,756.97 acres



1:45,000





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a waiver from Manor Code of Ordinances, Chapter 14, Article 14.02 Zoning Ordinance, Exhibit A Zoning Ordinance, Article III Site Development Plan Requirements and Special Provisions for Abstract 546 Survey 40 Manor J Acres 0.671, locally known as 416-418 West Parsons Street.

BACKGROUND/SUMMARY:

This lot is zoned light commercial (C-1). The applicant wishes to put up to 2 food trucks on the property. A requirement for food trucks is off-street parking and ADA accessibility. This waiver request waives our site development standards so parking could be accomplished on gravel on-site and sidewalks would not be required. This waiver is the same waiver granted to a food truck at Lexington and Murray (That Taco Stand) because it was considered a temporary use so permanent facilities could preclude future development.

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Waiver request

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the waiver request with the condition parking areas are improved with gravel or similar material and signage indicating car service for handicapped individuals be put up.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE


Friday, August 04, 2017

Hello, my name is Jorge Hernandez owner of the food trailer named La Placita de Manor.

This letter is for the city of Manor Council members, seeking a waiver from Manor code of Ordinances Chapter 14 Article 14.02 zoning or Ordinance Exhibit A zoning Ordinance Article III site development plan requirements and special provisions.

The reason we are seeking this waiver is that we are a temporary location that would not preclude future development of property owned by Jorge Hernandez located on 416 W. Parsons St. Manor, TX 78653. ABS 546 sur 40 Manor J ACR 0.671. Parking will be available as we can also do car side service to anyone that may need assistance.

Thank you for your time, if any additional information is required please let us provide it for you.

A handwritten signature in black ink, appearing to read 'Jorge Hernandez', with a large, stylized flourish at the end.

Jorge Hernandez

(512) 689 7421

marcelinohernandez.hernandez@gmail.com

La Placita de Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an engagement letter to provide consulting services for the City related to Water and Wastewater System by completing a Financial Planning and Rate Study.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

engagement letter

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve and accept the engagement letter to provide consulting services for the City related to Water and Wastewater System by completing a Financial Planning and Rate Study.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



9442 Capital of Texas Highway N
Plaza One, Suite 500
Austin, TX 78759

Phone 512.343.4550

www.raftelis.com

July 26, 2017

Ms. Lydia M. Collins
Finance Director
P.O. Box 387
Manor, TX 78653

Subject: Water and Wastewater Financial Planning and Rate Study

Dear Ms. Collins:

Raftelis Financial Consultants, Inc. (RFC) is pleased to provide support to the City of Manor. RFC is submitting this engagement letter to provide consulting services for the City related to its Water and Wastewater System by completing a Financial Planning and Rate Study (Study).

We are proposing a not-to-exceed of \$36,330 for this engagement. The summary of the scope is provided in Attachment A. This not-to-exceed amount will only be spent on the items listed below and only by direction of the City. Additional scope items, such as additional meetings, workshops, and/or formal presentation can be added upon request, with a scope adjustment based on our standard billing rates, provided in Attachment B, plus direct expenses for travel. Total fees and expenses will be limited to the not-to-exceed amount unless specific approval for an adjustment in scope is provided by the City.

Should you have any questions or need additional information, please contact Angie Flores at (512) 343-4550. If the provisions of this engagement letter are acceptable, please sign and return one copy of the letter for our files. We are delighted to have this opportunity to be of assistance to the City of Manor.

Sincerely,

RAFTELIS FINANCIAL CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read 'Rocky Craley'.

Rocky Craley
Manager

A handwritten signature in black ink, appearing to read 'Angie Flores'.

Angie Flores
Senior Consultant

City of Manor accepts the terms of this engagement letter:

| | |
|--------------------------|--------------|
| Approved: _____ | Date: _____ |
| Name of Signatory: _____ | Title: _____ |

ATTACHMENT A – SCOPE OF WORK

This project's primary objective is to provide the City of Manor with a rate recommendation that can be recommended to the City Council and that will ensure the long-term sustainability of the utility. To evaluate the City's current rate structure and self-sustainability of the utility, RFC will conduct a financial planning, cost of service and rate design analysis to ensure that rates are sufficient to recover costs. The tasks below will define the process that will followed by RFC.

Overarching all these tasks is the importance of management oversight to ensure that the project is completed on time and on budget. To successfully complete the project, RFC will be in constant communication with City staff regarding data requests, data validation, data decisions and review of preliminary results. Much of this can be accomplished through conference calls, emails, and weekly demonstrations using tools such as GoToMeeting. In the kick-off meeting, which we believe is the most effective way to begin a project of this nature, our goals will include:

- Providing a forum to finalize the work plan and schedule with City staff,
- Ensuring that we understand the overall goals for the study,
- Providing an opportunity for City staff to meet and become comfortable with our staff,
- Reviewing the data needs for the project, and
- Develop vision for the rate model

We also recommend that we have regularly scheduled conference calls with the City's project manager. These efforts provide for consistent and competent project management to ensure that all deadlines and objectives are met in a timely and efficient manner. We believe in a no-surprises approach so that the client is aware of the status of the project at all times.

Detailed below is our scope of services for this project.

Task 1: Cost of Service and Rate Design

In this task, RFC will begin to collect and analyze the City's data. Understanding the City's financial information is critical to this project, so in this task, RFC will begin the data review and move into the development of the financial planning model.

Data Review and Demand Analysis

First, RFC will conduct a thorough review of pertinent information provided by City staff. For example, RFC will analyze and gain an understanding of the nature of the revenue streams and requirements over the study period to be incorporated in the model, especially for non-recurring expenditures or volatile historical revenues or revenue requirements. RFC will send City staff a data request list, which may include the following information:

- Financial data such as historical costs, operating budgets, revenue sources (including non-operating revenues) and reserve funds
- Capital improvement plans and anticipated capital funding sources
- Existing and proposed debt, respective reserve policies, and annual coverage requirements
- Current utility policies, procedures, and regulatory requirements

- Detailed description of the assets utilized by the City

RFC will also work with City staff to analyze customer consumption based on historical analysis and evaluate how customer class usage has evolved over time. RFC will also develop future consumption forecasts based on historical and future planning data. Accurately projecting future water consumption and wastewater flows is a challenge and directly affects user rates which will ultimately determine how much cash a utility will collect.

Comprehensive Financial Planning and Revenue Requirement Determination

RFC will compile, analyze and forecast the operating expenditures, capital expenditures, debt service, and miscellaneous items to be included in the comprehensive financial planning model for the water and wastewater fund for the five-year study period. The projections contained in the financial plan will be developed in consultation with the utility and will focus on determining the level of the required rate revenue to fund utility operations, meet target reserve balances, comply with debt service coverage ratios, and ensure overall long-term financial sustainability and viability.

Water Cost Allocation and Rate Determination

RFC will review existing rate structure methodologies for consistency with industry-accepted approaches. In our own analysis, RFC will use a multi-step cost allocation methodology based on AWWA standard processes to allocate the test-year water utility revenue requirements to each water customer class based on the proportionate demands they impose on the water utility system, such as peaking, and to determine the specific revenue requirement for each water service customer class.

RFC will discuss the advantages and disadvantages of the existing water rate structure with City staff and will model two alternatives based on pricing objectives and the City staff's input. Rate structure alternatives may include revisiting cost recovery from fixed and variable charges or evaluating the appropriateness of the volumetric thresholds of the tiered water rate structure. Coupled with the results of the cost allocation analysis, the existing and alternative rate structures will be examined and evaluated using the model. Customer impact analyses will be performed for comparison and a proposed water rate structure and schedule of water rates will be recommended. The implementation of the recommended rates or potential phasing to lessen stakeholder impacts will be discussed with City staff.

Wastewater Cost Allocation and Rate Determination

Similarly, RFC will review the existing rate structure for wastewater rates for appropriateness according to industry-accepted methods and for fixed versus volumetric revenue recovery. For an updated calculation of wastewater rates, RFC will discuss the advantages and disadvantages of the existing wastewater rate structure with City staff and will model up to two alternatives based on pricing objectives and City staff input. The existing and alternative rate structures will be examined and evaluated using the model. Customer impact analyses will be performed for comparison, and a proposed wastewater rate structure and schedule of wastewater rates will be recommended.

Proposed rates from residential and commercial customers will generate sufficient revenue to meet the total wastewater revenue requirement.

Task 2: Financial Planning and Rate Design Model

The project's primary deliverable is the creation of a customized water and wastewater financial planning and rate design model tailored to the City's specific situation and needs. RFC will be developing the financial planning and rate model in tandem with the cost allocation and rate study process (Task 1) to provide the quantitative support needed by staff to develop a rate recommendation. During the project, City staff will be provided with working copies of the then-current model so that they will be able to provide continual input into the development of the model. Once we have developed a working model to calculate preliminary rate recommendations, RFC will conduct a work session with City staff to review and discuss the rate model and preliminary results. We will walk through the model to ensure appropriate model functions are included. Any necessary modifications will be incorporated into the final rate model.

Once the project is complete, the City will be provided with fully functioning copies of the model with written operating instruction. In addition, RFC will train members of the City staff in its use.

Dashboard and Other Features

RFC understands the importance of developing a user-friendly, flexible model that the City can use in the future for financial planning and developing rates. In addition to the core rate study components developed in Task 1, the rate model will include various features that will allow for dynamic analysis, succinctly summarize the data, and graphically represent the results.

Some of the features of the model include:

- Developed in Microsoft Excel 2016 (compatible with earlier versions if necessary)
- Ability to model changes in usage
- Incorporation of financial planning over a five-year planning horizon with ability to change certain standard assumptions by year
- Ability to calculate rates for multiple years and update rates annually with ease
- Ability to flag errors and problematic results such as failure to meet debt coverage, reserve below target levels, etc.

Ease of input, updating, and rate schedule/graphics printing

Task 3 – Rate Study Letter Report

RFC will draft the study process, findings and recommendations in a Letter Report. The Letter Report will summarize the rate results of the model update. City staff will be given the opportunity to review and return comments, which will then be incorporated in the final draft. The Letter Report will be another deliverable of the Study.

These services will be provided per request by City staff. We will notify the City if the level of supplemental effort provided exceeds the amount contemplated in this scope of work. At this point, if additional services are requested, we will develop a separate scope of services to address these specific needs.

Project Team

Ms. Angie Flores will serve as the project manager and will be responsible for managing the day-to-day aspects of the project and deliverables ensuring everything is of the utmost quality, on time and within budget. Her participation is important to the Study so that we maintain the knowledge of the previous study. Mr. Rocky Craley will serve as the key advisor during the project. Tim Williams will serve as staff consultant and will be responsible for developing the financial model modifications.

Project Fees

We are proposing a not-to-exceed of \$36,330 for this engagement, as shown below. It is our practice to bill monthly based on actual time and expenses. Total fees and expenses will be limited to the not-to-exceed amount unless specific approval for an adjustment in scope is received. If additional hours are required they would be billed on an hourly basis based on the rates in Attachment B.

Water and Wastewater Financial Planning and Rate Design Model

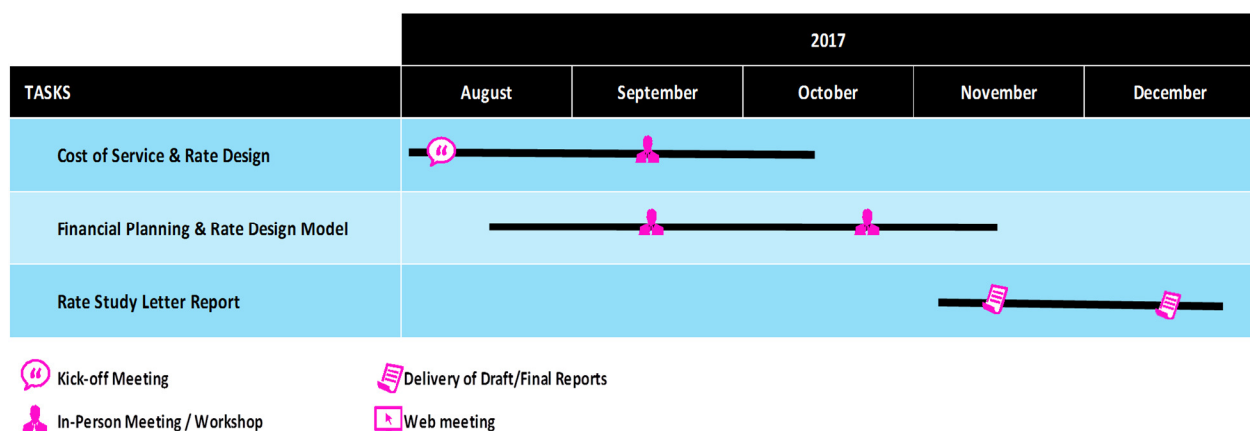
Proposed Hours & Fees

| Phase/Task Descriptions | Meetings | Hours Requirements | | | | | Consultant Fees | Travel & Expenses | Total Fees & Expenses |
|--|----------|--------------------|----|----|-------|-------|-----------------|-------------------|-----------------------|
| | | RC | AF | TW | Admin | Total | | | |
| 1 Cost of Service & Rate Design | 2 | 4 | 24 | 40 | | 68 | \$12,720 | \$680 | \$13,400 |
| 2 Financial Planning & Rate Design Model | 2 | 4 | 32 | 40 | | 76 | \$14,320 | \$760 | \$15,080 |
| 3 Rate Study Letter Report | 1 | 4 | 32 | | 2 | 38 | \$7,470 | \$380 | \$7,850 |
| SUBTOTAL ESTIMATED MEETINGS / HOURS | 5 | 12 | 88 | 80 | 2 | 182 | \$34,510 | \$1,820 | \$36,330 |
| Total Fees | | | | | | | \$34,510 | | \$34,510 |
| Total Expenses | | | | | | | | \$1,820 | \$1,820 |
| TOTAL FEES & EXPENSES | | | | | | | | | \$36,330 |

RC - Rocky Craley, Project Advisor
 AF - Angie Flores, Project Manager
 TW - Tim Williams, Staff Consultant
 Admin - Administration

Timeline

RFC proposed the timeline below for the completion of the project.



ATTACHMENT B – STANDARD BILLING RATES

RFC's 2017 Standard Hourly Billing Rates

| <u>Position</u> | <u>Hourly Billing Rate **</u> |
|-------------------------------------|-------------------------------|
| Chair | \$400 |
| Chief Executive Officer/President | \$360 |
| Chief Operating Officer | \$325 |
| Executive Vice President | \$310 |
| Vice President/Principal Consultant | \$280 |
| Director of Governmental Services | \$280 |
| Director of Management Consulting | \$280 |
| Senior Manager | \$255 |
| Director of Florida Operations | \$210 |
| Manager | \$230 |
| Director of Data Services | \$230 |
| Senior Consultant | \$200 |
| Consultant | \$175 |
| Associate | \$150 |
| Analyst | \$110 |
| Administration | \$75 |
| Technology/Communications Charge* | \$10 |

* Technology/Communications Charge – this is an hourly fee charged monthly for each hour worked on the project to recover telephone, facsimile, computer, postage/overnight delivery, conference calls, electronic/computer webinars, photocopies, etc.

** For services related to the preparation for and participation in deposition and trial/hearing, the standard billing rates listed above will be increased by an amount up to 50%.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Lydia M. Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on approving the H.O.T. Funds application from the Lions Club of Manor in the amount of \$5,000.00.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

application

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the H.O.T. Funds application from the Lions Club of Manor in the amount of \$5,000.00.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

CITY OF MANOR HOTEL OCCUPANCY TAX FUNDING APPLICATION

Name of Organization Lions Club of Manor
Address: 329 W. Parsons PO Box 68
City, State, Zip: Manor, Texas 78653
Contact Name: Gil Burrell Phone Number: 512 769 1297
Email Address: gilburrell@ATT.net Organization's creation date: 1954
Website address for event or sponsoring entity: Manor Lions Club
Organization's tax status: non-profit ☒ private/for profit ☐ Tax ID # 74-2900801

Purpose of Organization:

To create and foster a spirit of understanding among the peoples of the world. To take an active interest in the civic, cultural, social and welfare of the community that we live in. To encourage service minded men and women to serve their community. To provide scholarships for local students, to assist the blind and elderly in our community.

Name of event or program: Manor Lions Fest
Date of event or program: 6-7 Oct 2017 Amount Requested: \$000.00
Primary location of event or program: Manor Lions Hall 329 W. Parsons

Tell us about your event or project:

To raise money for Manor High School students. Test children and adults for eye sight. To provide entertainment and fun for those attending. To promote an awareness of the business and opportunities that exist in Manor. Please refer to the attached flyer for events that occur during Manor Lions Fest.

Projected number of attendees: 1400

Percentage of attendees that will be staying overnight in hotels: unk.

How many years have you held this Event or Program: 26 years

Estimated number of hotel room nights that will be generated by the Event: six

Do your promotional materials/website note area lodging facilities that can host participants: yes - see attached

How will you measure the impact of your event on area hotel activity?

Communicate with Hotel personnel and reserve a group of rooms.

How will the event promote tourism and the convention and hotel industry?

Through advertising media and social media. Also, promote through the school system and student participation.

Supplemental information required with application:

- ☐ Last year's financial statement (Profit & Loss) for your organization
- ☐ Projected budget for entire event
- ☐ List of board of directors with contact phone numbers
- ☐ Copy of 501(c) letter from Internal Revenue Service
- ☐ Identify other sources of funding

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Manor must be expended as I have represented, in this application and according to any requirements set by the City of Manor City Council and according to the program guidelines. I agree that if funds are not expended accordingly, in the opinion of the City of Manor, said funds will be returned to the City of Manor within ten (10) days from the date the City of Manor demands such.

Gil Burrell

Authorized Signature for the Applicant

GIL BURRELL

Name Printed or Typed

10 August 17

Date

Treas + Hall Director

Title



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 16, 2017

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration and Direction to City Staff Regarding Possible Amendments to the City of Manor, City Charter (Requested by Mayor Pro Tem Kruppa).

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

STAFF RECOMMENDATION:

That the City Council provide direction to City staff regarding possible amendments to the City of Manor, City Charter, and schedule a date for a special-called workshop, if needed.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE
