



A G E N D A

**REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, JANUARY 12, 2021, at 6:00 P.M.**

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the public will not be allowed to attend the City Council meeting in person. Members of the public may view the City Council meeting live at no cost via the following Internet link: www.highlandvillage.org/HVTV.

Any person wishing to provide comments on any matter to be considered on this agenda may email such comments to the City Secretary at amiller@highlandvillage.org by 1:00 p.m. on Tuesday, January 12, 2021.

**EARLY WORK SESSION
City Council Chambers – 6:00 P.M.**

1. Receive an Update on Police Department Operations
2. Clarification of Consent or Action Items listed on the January 12, 2021 City Council Meeting Agenda

(Items discussed during Early Work Session may be continued or moved to Open Session and/or Late Work Session if time does not permit holding or completing discussion of the item during Early Work Session.)

**CLOSED SESSION
City Council Chambers**

3. Hold a closed meeting in accordance with the following sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

**OPEN SESSION
City Council Chambers – 7:00 P.M.**

4. Call Meeting to Order
5. Prayer led by Mayor Charlotte J. Wilcox

6. **Pledge of Allegiance to the U.S. and Texas flags led by Mayor Charlotte J. Wilcox:**
“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”
7. **Visitor Comments** *(Any person wishing to provide comments on any matter to be considered on this agenda should email such comments to the City Secretary by 1:00 p.m. on Tuesday, January 12, 2021. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting.)*
8. **City Manager/Staff Reports**
 - COVID-19 Update
 - HVTV Update
9. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415** the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety
 - Swearing In Ceremony - Fire Department
 - Presentation of the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting

Anyone wishing to address the City Council on any item posted on the City Council agenda for possible action, including matters placed on the Consent Agenda or posted as a Public Hearing, must complete a Speakers' Request Form available at the entrance to the City Council Chambers and present it to the City Secretary prior to the Open Session being called to order. Speakers may be limited to three (3) minutes and given only one opportunity to speak on an item. Other procedures regarding speaking on matters posted for action on the City Council agenda are set forth on the Speakers' Request Form. Subject to applicable law, the City Council reserves the right to modify or waive at any time the procedures relating to members of the public speaking on matters placed the Council's agenda.

CONSENT AGENDA

All of the items on the Consent Agenda are considered for approval by a single motion and vote without discussion. Each Councilmember has the option of removing an item from this agenda so that it may be considered separately and/or adding any item from the Action Agenda to be considered as part of the Consent Agenda items.

10. **Consider approval of Minutes of the Regular City Council Meeting held on December 8, 2020**
11. **Consider Resolution 2021-2925 authorizing an Interlocal Agreement with the GoodBuy Purchasing Cooperative to Participate in the Interlocal Purchasing System Purchasing Cooperative**
12. **Receive Budget Reports for Period Ending October 31, 2020**
13. **Receive Budget Reports for Period Ending November 30, 2020**

ACTION AGENDA

14. Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
15. Consider Resolution 2021-2926 establishing a Designated Mailing Address, Email Addresses and Website for Receipt of Public Information Requests
16. Consider Ordinance 2021-1280 adopting Non-Substantive Amendments to the Code of Ordinances, Chapter 26 “Subdivision and Site Development Regulations,” Exhibit A “Subdivision Ordinance,” relating to Subsections E and F of Section 2.7 “Replatting” to Correct Certain Scrivener Errors (1st of two reads)

LATE WORK SESSION

(Items may be discussed during Early Work Session, Time Permitting)

17. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)
 - Discuss Content, Format and Scheduling for a City Council Work/Planning Session
18. Adjournment

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 8TH DAY OF JANUARY 2021 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

This facility is 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's Office at (972) 899-5132 or Fax (972) 317-0237 for additional information.

Removed from posting on the _____ day of _____, 2021 at _____ am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 01/12/2021

SUBJECT: Receive an Update on Police Department Operations

PREPARED BY: Doug Reim, Chief of Police

COMMENTS

City staff will provide an update on PD Operations.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 9

MEETING DATE: 01/12/2021

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

Pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

- Swearing In Ceremony - Fire Department
- Presentation of the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 01/12/2021

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on December 8, 2020

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

Minutes are approved by a majority vote of Council at the Council meetings and listed on the Consent Agenda.

IDENTIFIED NEED/S:

Council is encouraged to call the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff will make suggested changes and the minutes may be left on the Consent Agenda in order to contribute to a time efficient meeting. If the change is substantial in nature, a copy of the suggested change will be provided to Council for consideration prior to the vote.

OPTIONS & RESULTS:

The City Council should review and consider approval of the minutes. Council's vote and approval of the minutes reflect agreement with the accuracy of the minutes.

PROGRESS TO DATE: (if appropriate)

The City Manager has reviewed the minutes and given approval to include the minutes in this packet.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve the minutes of the Regular City Council meeting held on December 8, 2020.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, DECEMBER 8, 2020**

OPEN SESSION

1. Call Meeting to Order

Mayor Charlotte J. Wilcox called the meeting to order in open session at 6:00 p.m. and announced pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the meeting is being conducted using social distancing practices. Members of the public are not allowed to attend the City Council meeting in person, but may view the City Council meeting live at no cost via www.highlandvillage.org/HVTV.

In addition, she reported any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, December 8, 2020.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember

Absent:	Barbara Fleming	Deputy Mayor Pro Tem
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Staff Members:	Paul Stevens	City Manager
	Kevin Laughlin	City Attorney
	Ken Heerman	Assistant City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Travis Nokes	Assistant Fire Chief
	Scott Kriston	Public Works Director
	Jana Onstead	Human Resources Director
	Fince Espinoza	Deputy Director of Parks and Trails
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

2. Prayer led by Councilmember Dan Jaworski

Councilmember Jaworski gave the invocation.

3. Pledge of Allegiance to the U.S. and Texas flags led by Councilmember Dan Jaworski

Councilmember Jaworski led the Pledge of Allegiance to the U.S. and Texas flags.

4. Visitor Comments

Mayor Wilcox stated any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, December 8, 2020. City Secretary Angela Miller reported no visitor comments were received.

5. City Manager/Staff Reports

- **COVID-19 Update**

Assistant Chief Travis Nokes reported staff continues to monitor the situation through calls with federal, state and county partners. He provided daily percentage of capacity for Denton County, DFW and Texas hospitals, adding that Denton County meets the definition of an area with high hospitalizations. He stated that the combination of more indoor gatherings for the holiday season and the cold dry air has resulted in more people becoming infected.

Councilmember Jaworski asked why there is suddenly such a big increase in cases even though people are still wearing masks. Chief Nokes reported there was a spike after Labor Day and Halloween probably due to social gatherings. He also added that data is constantly evolving and it is difficult to track. Councilmember Jaworski asked if the local health department would be doing any kind of inspections/testing of restaurants or retail establishments. Chief Nokes stated he is unsure if the county is conducting any inspections.

- **HVTV Update**

Residents were informed of the 2020 Public Safety Food and Toy Drive, which is online this year with wish lists set up for the community to purchase items that will be sent directly to their desired organization. The update also included the Foodie Friday segment, which featured Kolache Donut Bakery in Highland Village.

6. Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety

Councilmember Jaworski reported the Briarhill 8th Grade Division 2 football team won the district championship last week, and had a perfect 7-0 season.

Mayor Wilcox reported the Highland Village City Council won the Tri-Town Amazing Race for the elected officials division. She thanked all of the local Parks and Recreation Departments that helped make the event such a success. She also announced that Lewisville Mayor, Rudy Durham, issued a challenge to her and Flower Mound Mayor, Steve Dixon, to see who can raise the most money by participating in the annual Salvation Army Red Kettle campaign. Members of the Highland Village City Council and staff will be at the Walmart located in the Marketplace at Highland Village on December 19 from 11:00 a.m. until 8:00 p.m. to raise donations. A link for online donations will also be made available through December 24.

- **Presentation of a Proclamation honoring Sergeant Paul Kimberlin**

Mayor Wilcox presented a proclamation to Sergeant Paul Kimberlin honoring his 22 years of service to Highland Village. Chief of Police Doug Reim also presented a plaque to Sergeant Kimberlin, reporting he received over 56 commendations and multiple awards during his tenure.

7. Clarification of Consent or Action Items listed on Today's City Council Meeting Agenda of December 8, 2020

No items were discussed.

CLOSED SESSION

8. Hold a closed meeting in accordance with the following sections of the Texas Government Code:

(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

Council did not meet in Closed Session.

CONSENT AGENDA

9. Consider approval of Minutes of the Regular City Council Meeting held on November 10, 2020

10. Consider Ordinance 2020-1279 enacting and authorizing Collection of a Composting Program Fee (2nd and final read)

11. Consider Resolution 2020-2921 authorizing the City Manager to Enter into Interlocal Cooperation Agreements with Denton County for Ambulance and Fire Protection Services

12. Consider Resolution 2020-2922 awarding and authorizing a Contract with DBi Services, LLC for Construction of the Unity Park Storm Drain Rehabilitation Project

13. Consider Resolution 2020-2923 awarding and authorizing a Contract with ANA Site Construction, LLC for the Construction of the Glenmere Drive, Camden Drive, Turpin Drive, La Mesa Drive, Spruce Drive Water Lines, and La Mesa Drive Wastewater Line Project for the Replacement of Existing Water and Sanitary Sewer Lines

14. Receive Budget Reports for Period Ending September 30, 2020

Motion by Mayor Pro Tem Lombardo, seconded by Councilmember Heslep, to approve Consent Agenda Items #9 through #14. Motion carried 6-0.

ACTION AGENDA

- 15. Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:**
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

No action was taken on this item.

- 16. Consider Resolution 2020-2924 suspending the January 23, 2021 Effective Date of a Requested Rate Increase by CoServ Gas**
APPROVED (6 – 0)

Assistant City Manager Ken Heerman reported that in November, CoServ Gas filed its Statement of Intent to change gas rates at the Railroad Commission of Texas and in all municipalities exercising original jurisdiction within its service area, effective January 23, 2021. In Highland Village, CoServ Gas services homes in the Rolling Hills and Highland Oaks subdivisions, and businesses located within The Shops at Highland Village and The Marketplace. The proposed increase equates to 11.6% on total revenues, or a 29.0% increase in base rates for the incorporated areas.

Mr. Heerman stated the City's intent is to participate as part of a coalition of cities served by CoServ to more efficiently represent the interests of those affected by the proposed rate increase in similar manner as that used to address Atmos rate filings. He added that proposed Resolution 2020-2924 suspends the January 23, 2021 effective date of the Company's rate increase for the maximum period permitted by law as to allow the City, working in conjunction with other similarly situated cities served by CoServ, to evaluate the filing, to determine whether the filing complies with the law, and, if lawful, to determine what further strategy, including settlement, to pursue.

Mr. Heerman reported the proposed resolution authorizes the hiring of attorney Thomas Brocato and the law firm of Lloyd Gosselink to represent the City in the matters related to CoServ's application to increase its rates and authorizes the City's intervention in CoServ's application for approval to increase its rates before the Railroad Commission. CoServ will reimburse the cities for their reasonable rate case expenses, including legal expenses. No individual city incurs liability for payment of rate case expenses by adopting a suspension resolution.

Motion by Councilmember Fiester, seconded by Councilmember Heslep, to approve Resolution 2020-2924. Motion carried 6-0.

LATE WORK SESSION

- 17. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember may inquire about a subject of which notice has not been given. A statement of specific information or the recitation of existing policy may be given.**

Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)

Councilmember Kixmiller asked for an update on Kids Kastle. Deputy Director Fince Espinoza provided a timeline on remaining installs and site cleanup, with the grand opening set for December 19. Mayor Wilcox reminded everyone the park is officially opening on December 19, with a formal grand opening happening in Spring 2021.

Mayor Wilcox announced this is the last City Council meeting of the year. The next City Council meeting will be held on January 12, 2021.

18. Adjournment

Mayor Wilcox adjourned the meeting at 6:50 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 01/12/2021

SUBJECT: Consider Resolution 2021-2925 authorizing a cooperative purchasing agreement with the GoodBuy Purchasing Cooperative

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

Chapter 791 of the Texas Government Code (also known as the “Interlocal Cooperation Act”) allows local governments to enter into cooperative purchasing agreements with each other in order to allow them to take advantage of volume purchasing and other favorable terms for goods and services that a single entity may not otherwise be able to obtain if bidding as a single purchaser. The City has for many years been a party to a variety of cooperative purchasing agreement with various entities such as the Texas Local Government Purchasing Cooperative., the City of Lewisville, the Town of Flower Mound, and TML and has utilized them for several commodity purchases and contractor services. Because the City does not have a designated purchasing director, conducting purchases through cooperative purchasing entities allows the City to save on personnel costs and resources that existing personnel would otherwise be required to spend on preparing bid and proposal documents for major and even minor purchases. Making purchases through cooperative purchasing entities also shortens the time needed to make such purchases by having all of the work preparing bid documents and soliciting, receiving, evaluating, and awarding bids has already being conducted and completed by the purchasing cooperative.

In order to receive the best possible pricing for the City’s vehicle and equipment replacements, staff reviews the pricing available through all purchasing co-ops to determine the best price for vehicles and equipment that is in the public’s best interest. City Administration is now recommending the City enter into a cooperative purchasing agreement with the GoodBuy Purchasing Cooperative. With this agreement, the City will be able to utilize The Interlocal Purchasing System (“GOODBUY”) for vehicle and equipment purchases to expand the purchasing options available.

IDENTIFIED NEED/S:

Expand the City’s options for use of cooperative purchasing agreements in an effort to realize substantial savings for participating public agencies through cooperative purchasing.

OPTIONS & RESULTS:

Authorizing execution of an agreement with GoodBuy will allow for greater opportunities to achieve costs savings on the purchase of vehicles and equipment.

PROGRESS TO DATE: (if appropriate)

The City has received a standard Interlocal Participation Agreement from the GoodBuy Purchasing Cooperative, which has been reviewed and approved as to form by the City Attorney. A resolution authorizing the proposed agreement has also been prepared.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None

RECOMMENDATION:

To approve Resolution No. 2021-2925 as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2925

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE GOODBUY PURCHASING COOPAERATIVE TO PARTCIPATE IN THE INTERLOCAL PURCHASING SYSTEM (GOODBUY) PURCHASING COOPERATIVE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Highland Village, Texas, pursuant to the authority granted by Tex. Gov't Code § 791.001, et seq, finds it to be in the public interest to enter into a cooperative purchasing agreement with the GoodBuy Purchasing Cooperative and to authorize purchase of goods and services for the City pursuant to such agreement.

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

SECTION 1. The City Manager is hereby authorized to sign on behalf of the City an interlocal cooperation agreement with the GoodBuy Purchasing Cooperative for the purpose of participating in the GOODBUY Purchasing Cooperative and to sign and deliver any and all necessary requests and documents in connection therewith for and on behalf of the City.

SECTION 2. This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED THIS THE 12TH DAY OF JANUARY, 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/4/21:119929)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 12

MEETING DATE: 01/12/2021

SUBJECT: Receive Budget Reports for Period Ending October 31, 2020

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review.

The budget report submitted for October represents the first report in the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to receive the budget reports for the period ending October 31, 2020.

General Fund Summary

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired

8.3%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 84,532	\$ (11,442,975)	1%
Sales Tax	2,828,047	2,828,047	228,167	(2,599,880)	8%
Franchise Fees	1,581,265	1,581,265	5,941	(1,575,324)	0%
Licensing & Permits	336,833	336,833	39,193	(297,640)	12%
Park/Recreation Fees	227,745	227,745	6,736	(221,009)	3%
Public Safety Fees	34,100	34,100	2,559	(31,542)	8%
Rents	142,450	142,450	2,281	(140,169)	2%
Municipal Court	111,180	111,180	4,420	(106,760)	4%
Public Safety Charges for Svc	557,555	557,555	69,355	(488,200)	12%
Interest Income	150,000	150,000	5,969	(144,031)	4%
Miscellaneous	140,550	140,550	1,001	(139,549)	1%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 450,153	\$ (17,187,079)	3%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Total Available Resources	\$ 18,171,232	\$ 18,171,232	\$ 450,153	\$ (17,721,079)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 603,533	\$ 603,533	\$ 28,328	\$ 575,205	5%
Finance (includes Mun. Court)	1,345,313	1,345,313	255,159	1,090,155	19%
Human Resources	565,742	565,742	28,221	537,521	5%
City Secretary Office	398,216	398,216	7,883	390,334	2%
Information Services	1,084,104	1,084,104	53,474	1,030,630	5%
Marketing and Communications	403,772	403,772	13,123	390,650	3%
Police	5,329,007	5,329,007	396,296	4,932,710	7%
Fire	3,126,013	3,126,013	191,195	2,934,819	6%
Community Services	422,845	422,845	24,825	398,020	6%
Streets/Drainage	1,651,199	1,651,199	56,590	1,594,609	3%
Maintenance	1,087,030	1,087,030	137,660	949,370	13%
Parks	2,166,750	2,166,750	162,438	2,004,312	7%
Recreation	564,343	564,343	12,716	551,627	2%
Total Expenditures	\$ 18,747,868	\$ 18,747,868	\$ 1,367,907	\$ 17,379,961	7%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 417,000	\$ 417,000	\$ 31,418	\$ 385,583	8%

Other Uses					
Transfers Out	\$ 36,000	\$ 36,000	\$ -	\$ 36,000	0%
Total Expenditures	\$ 18,783,868	\$ 18,783,868	\$ 1,367,907	\$ 17,415,961	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	5,844,759	5,844,759	5,844,759
+ Net Increase (Decrease)	(612,636)	(612,636)	(917,754)
Ending Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 4,927,005

Unaudited.
Update after
audit.

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
Reserve Fund Balance (15% of Total Expenditures)	\$ 2,812,180	\$ 2,812,180	\$ 205,186
Restricted	11,500	11,500	11,500
Unassigned	2,408,443	2,408,443	4,710,319
Total Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 4,927,005

General Fund Expenditure Summary

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired

8.3%

--- Summary ---

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 13,487,531	\$ 13,487,531	\$ 768,741	\$ 12,718,790	6%
Services / Supplies	4,843,337	4,843,337	567,748	4,275,588	12%
Capital	417,000	417,000	31,418	385,583	8%
	\$ 18,747,868	\$ 18,747,868	\$ 1,367,907	\$ 17,379,961	7%

--- Detail ---

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,627,087	\$ 9,627,087	\$ 440,031	\$ 9,187,056	5%
<i>Employee Benefits</i>	3,860,445	3,860,445	328,711	3,531,734	9%
<i>Total Personnel</i>	\$ 13,487,531	\$ 13,487,531	\$ 768,741	\$ 12,718,790	6%
Services / Supplies					
<i>Professional Services</i>	\$ 1,736,379	\$ 1,736,379	\$ 335,735	\$ 1,400,644	19%
<i>Employee Development</i>	358,750	358,750	4,824	353,926	1%
<i>Office Supplies / Equipment</i>	1,255,449	1,255,449	162,259	1,093,190	13%
<i>Utilities</i>	311,408	311,408	18,931	292,477	6%
<i>Other</i>	1,181,351	1,181,351	46,000	1,135,351	4%
<i>Total Services / Supplies</i>	\$ 4,843,337	\$ 4,843,337	\$ 567,748	\$ 4,275,588	12%
Capital					
<i>Equipment / Vehicles</i>	\$ 417,000	\$ 417,000	\$ 31,418	\$ 385,583	8%
<i>Total Capital</i>	\$ 417,000	\$ 417,000	\$ 31,418	\$ 385,583	8%
Total General Fund Expenditure Summary	\$ 18,747,868	\$ 18,747,868	\$ 1,367,907	\$ 17,379,961	7%

General Fund Revenue

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired

8.3%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 84,532	\$ (11,442,975)	1%
Sales Tax	2,828,047	2,828,047	228,167	(2,599,880)	8%
Franchise Fees	1,581,265	1,581,265	5,941	(1,575,324)	0%
Licensing & Permits	336,833	336,833	39,193	(297,640)	12%
Park/Recreation Fees	227,745	227,745	6,736	(221,009)	3%
Public Safety Fees	34,100	34,100	2,559	(31,542)	8%
Rents	142,450	142,450	2,281	(140,169)	2%
Municipal Court	111,180	111,180	4,420	(106,760)	4%
Public Safety Charges for Svc	557,555	557,555	69,355	(488,200)	12%
Interest Income	150,000	150,000	5,969	(144,031)	4%
Miscellaneous	140,550	140,550	1,001	(139,549)	1%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 450,153	\$ (17,187,079)	3%

City Manager Office FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 386,792	\$ 386,792	\$ 17,390	\$ 369,403	4%
Services / Supplies	216,741	216,741	10,939	205,802	5%
Capital	-	-	-	-	0%
	<u>\$ 603,533</u>	<u>\$ 603,533</u>	<u>\$ 28,328</u>	<u>\$ 575,205</u>	5%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 306,308	\$ 306,308	\$ 15,394	\$ 290,914	5%
<i>Employee Benefits</i>	80,484	80,484	1,996	78,489	2%
Total Personnel	<u>\$ 386,792</u>	<u>\$ 386,792</u>	<u>\$ 17,390</u>	<u>\$ 369,403</u>	4%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 140,260	\$ 140,260	\$ 6,575	\$ 133,685	5%
<i>Employee Development</i>	16,140	16,140	59	16,081	0%
<i>Supplies / Equipment</i>	10,053	10,053	5	10,048	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	50,288	50,288	4,300	45,988	9%
Total Services / Supplies	<u>\$ 216,741</u>	<u>\$ 216,741</u>	<u>\$ 10,939</u>	<u>\$ 205,802</u>	5%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0%

Total City Manager	<u>\$ 603,533</u>	<u>\$ 603,533</u>	<u>\$ 28,328</u>	<u>\$ 575,205</u>	5%
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Finance Department FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 873,264	\$ 873,264	\$ 47,009	\$ 826,255	5%
Services / Supplies	472,050	472,050	208,150	263,900	44%
Capital	-	-	-	-	0%
	\$ 1,345,313	\$ 1,345,313	\$ 255,159	\$ 1,090,155	19%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 628,280	\$ 628,280	\$ 29,211	\$ 599,069	5%
<i>Employee Benefits</i>	244,983	244,983	17,797	227,186	7%
Total Personnel	\$ 873,264	\$ 873,264	\$ 47,009	\$ 826,255	5%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i> <i>(City-wide liability insurance - \$168,832 / DCAD - \$85,400)</i>	\$ 447,610	\$ 447,610	\$ 207,975	\$ 239,635	46%
<i>Employee Development</i>	13,371	13,371	-	13,371	0%
<i>Supplies / Equipment</i>	8,069	8,069	175	7,894	2%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Data Processing \$3,000]</i>	3,000	3,000	-	3,000	0%
Total Services / Supplies	\$ 472,050	\$ 472,050	\$ 208,150	\$ 263,900	44%

Capital					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Finance Department	\$ 1,345,313	\$ 1,345,313	\$ 255,159	\$ 1,090,155	19%

Human Resources FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 446,765	\$ 446,765	\$ 20,207	\$ 426,558	5%
Services / Supplies	118,977	118,977	8,014	110,963	7%
Capital	-	-	-	-	0%
	\$ 565,742	\$ 565,742	\$ 28,221	\$ 537,521	5%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 324,861	\$ 324,861	\$ 11,878	\$ 312,983	4%
<i>Employee Benefits</i>	121,904	121,904	8,329	113,575	7%
Total Personnel	\$ 446,765	\$ 446,765	\$ 20,207	\$ 426,558	5%

Services / Supplies					
<i>Professional Services</i>	\$ 47,670	\$ 47,670	\$ 7,957	\$ 39,713	17%
<i>Employee Development</i>	64,257	64,257	38	64,219	0%
<i>Supplies / Equipment</i>	975	975	19	956	2%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,075	6,075	-	6,075	0%
Total Services / Supplies	\$ 118,977	\$ 118,977	\$ 8,014	\$ 110,963	7%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total Human Resources	\$ 565,742	\$ 565,742	\$ 28,221	\$ 537,521	5%
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City Secretary Office FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 229,499	\$ 229,499	\$ 6,941	\$ 222,558	3%
Services / Supplies	168,717	168,717	942	167,775	1%
Capital	-	-	-	-	-
	\$ 398,216	\$ 398,216	\$ 7,883	\$ 390,334	2%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 163,794	\$ 163,794	\$ 5,902	\$ 157,892	4%
<i>Employee Benefits</i>	65,705	65,705	1,039	64,666	2%
Total Personnel	\$ 229,499	\$ 229,499	\$ 6,941	\$ 222,558	3%

Services / Supplies					
<i>Professional Services</i>	\$ 51,300	\$ 51,300	\$ 423	\$ 50,877	1%
<i>Employee Development</i> <small>(City Council related \$38,392)</small>	54,217	54,217	300	53,917	1%
<i>Supplies / Equipment</i>	17,100	17,100	219	16,881	1%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	46,100	46,100	-	46,100	0%
Total Services / Supplies	\$ 168,717	\$ 168,717	\$ 942	\$ 167,775	1%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Secretary Office	\$ 398,216	\$ 398,216	\$ 7,883	\$ 390,334	2%
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Information Services FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 712,321	\$ 712,321	\$ 38,362	\$ 673,959	5%
Services / Supplies	371,783	371,783	15,112	356,671	4%
Capital	-	-	-	-	0%
	\$ 1,084,104	\$ 1,084,104	\$ 53,474	\$ 1,030,630	5%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 543,765	\$ 543,765	\$ 24,794	\$ 518,971	5%
<i>Employee Benefits</i>	168,556	168,556	13,568	154,988	8%
Total Personnel	\$ 712,321	\$ 712,321	\$ 38,362	\$ 673,959	5%

Services / Supplies					
<i>Professional Services</i> <i>(Maintenance Contracts \$167,110)</i>	\$ 208,610	\$ 208,610	\$ -	\$ 208,610	0%
<i>Employee Development</i>	31,705	31,705	175	31,530	1%
<i>Supplies / Equipment</i>	4,160	4,160	809	3,351	19%
<i>Utilities</i>	20,308	20,308	505	19,803	2%
<i>Other (Data Processing)</i>	107,000	107,000	13,623	93,377	13%
Total Services / Supplies	\$ 371,783	\$ 371,783	\$ 15,112	\$ 356,671	4%

Capital					
<i>Equipment / Vehicles - Network Storage Device (Added via Budget Amendment)</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Secretary Office	\$ 1,084,104	\$ 1,084,104	\$ 53,474	\$ 1,030,630	5%
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Marketing and Communications FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired

8.3%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 289,268	\$ 289,268	\$ 11,233	\$ 278,035	4%
Services / Supplies	114,504	114,504	1,889	112,615	2%
Capital	-	-	-	-	0%
	\$ 403,772	\$ 403,772	\$ 13,123	\$ 390,650	3%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 217,333	\$ 217,333	\$ 8,196	\$ 209,137	4%
<i>Employee Benefits</i>	71,935	71,935	3,038	68,898	4%
Total Personnel	\$ 289,268	\$ 289,268	\$ 11,233	\$ 278,035	4%

Services / Supplies					
<i>Professional Services</i>	\$ 84,924	\$ 84,924	\$ 420	\$ 84,504	0%
<i>Employee Development</i>	7,680	7,680	-	7,680	0%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	21,900	21,900	1,469	20,431	7%
Total Services / Supplies	\$ 114,504	\$ 114,504	\$ 1,889	\$ 112,615	2%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Secretary Office	\$ 403,772	\$ 403,772	\$ 13,123	\$ 390,650	3%
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Police Department FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,775,377	\$ 4,775,377	\$ 278,632	\$ 4,496,745	6%
Services / Supplies	398,630	398,630	117,665	280,965	30%
Capital	<u>155,000</u>	<u>155,000</u>	<u>-</u>	<u>155,000</u>	<u>0%</u>
	\$ 5,329,007	\$ 5,329,007	\$ 396,296	\$ 4,932,710	7%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 3,494,485	\$ 3,494,485	\$ 166,536	\$ 3,327,948	5%
<i>Employee Benefits</i>	<u>1,280,892</u>	<u>1,280,892</u>	<u>112,096</u>	<u>1,168,797</u>	<u>9%</u>
Total Personnel	\$ 4,775,377	\$ 4,775,377	\$ 278,632	\$ 4,496,745	6%

Services / Supplies					
<i>Professional Services</i>	\$ 143,787	\$ 143,787	\$ 106,126	\$ 37,661	74%
<i>Employee Development</i>	45,339	45,339	350	44,989	1%
<i>Supplies / Equipment</i>	141,216	141,216	5,359	135,857	4%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>68,288</u>	<u>68,288</u>	<u>5,830</u>	<u>\$ 62,458</u>	<u>9%</u>
Total Services / Supplies	\$ 398,630	\$ 398,630	\$ 117,665	\$ 280,965	30%

Capital					
<i>Equipment / Vehicles</i>	155,000	155,000	-	155,000	0%
Total Capital	\$ 155,000	\$ 155,000	\$ -	\$ 155,000	0%

Total Police Department	\$ 5,329,007	\$ 5,329,007	\$ 396,296	\$ 4,932,710	7%
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Fire Department FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,689,052	\$ 2,689,052	\$ 167,133	\$ 2,521,920	6%
Services / Supplies	419,961	419,961	24,062	395,899	6%
Capital	<u>17,000</u>	<u>17,000</u>	-	<u>17,000</u>	<u>0%</u>
	\$ 3,126,013	\$ 3,126,013	\$ 191,195	\$ 2,934,819	6%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
Salaries / Wages	\$ 1,855,182	\$ 1,855,182	\$ 86,588	\$ 1,768,594	5%
Employee Benefits	<u>833,870</u>	<u>833,870</u>	<u>80,545</u>	753,326	10%
Total Personnel	\$ 2,689,052	\$ 2,689,052	\$ 167,133	\$ 2,521,920	6%

Services / Supplies					
Professional Services	\$ 122,170	\$ 122,170	\$ 2,521	\$ 119,649	2%
Employee Development <i>(Training - \$52,950)</i>	68,317	68,317	3,901	64,416	6%
Supplies / Equipment	188,624	188,624	3,191	185,433	2%
Utilities	1,800	1,800	136	1,664	8%
Other <i>(Safety Programs)</i>	<u>39,050</u>	<u>39,050</u>	<u>14,313</u>	<u>24,737</u>	<u>37%</u>
Total Services / Supplies	\$ 419,961	\$ 419,961	\$ 24,062	\$ 395,899	6%

Capital					
Equipment / Vehicles	17,000	17,000	-	17,000	0%
Total Capital	\$ 17,000	\$ 17,000	\$ -	\$ 17,000	0%

Total Fire Department	\$ 3,126,013	\$ 3,126,013	\$ 191,195	\$ 2,934,819	6%
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Community Services FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,977	\$ 401,977	\$ 24,074	\$ 377,903	6%
Services / Supplies	20,868	20,868	751	20,117	4%
Capital	-	-	-	-	0%
	\$ 422,845	\$ 422,845	\$ 24,825	\$ 398,020	6%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 277,555	\$ 277,555	\$ 14,135	\$ 263,420	5%
<i>Employee Benefits</i>	124,422	124,422	9,939	114,483	8%
<i>Total Personnel</i>	\$ 401,977	\$ 401,977	\$ 24,074	\$ 377,903	6%

Services / Supplies					
<i>Professional Services</i>	\$ 7,200	\$ 7,200	\$ 646	6,554	9%
<i>Employee Development</i>	6,230	6,230	-	6,230	0%
<i>Supplies / Equipment</i>	6,618	6,618	105	6,513	2%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
<i>Total Services / Supplies</i>	\$ 20,868	\$ 20,868	\$ 751	\$ 20,117	4%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%

<i>Total Building Operations</i>	\$ 422,845	\$ 422,845	\$ 24,825	\$ 398,020	6%
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Streets Division FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 802,489	\$ 802,489	\$ 46,730	\$ 755,759	6%
Services / Supplies	708,710	708,710	9,860	698,850	1%
Capital	<u>140,000</u>	<u>140,000</u>	<u>-</u>	<u>140,000</u>	<u>0%</u>
	\$ 1,651,199	\$ 1,651,199	\$ 56,590	\$ 1,594,609	3%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 548,690	\$ 548,690	\$ 21,401	\$ 527,289	4%
<i>Employee Benefits</i>	<u>253,799</u>	<u>253,799</u>	<u>25,329</u>	<u>228,469</u>	<u>10%</u>
Total Personnel	\$ 802,489	\$ 802,489	\$ 46,730	\$ 755,759	6%

Services / Supplies					
<i>Professional Services</i>	\$ 74,466	\$ 74,466	\$ -	\$ 74,466	0%
<i>Employee Development</i>	10,719	10,719	-	10,719	0%
<i>Supplies / Equipment</i>	46,975	46,975	98	46,877	0%
<i>Utilities (Streetlights)</i>	86,000	86,000	6,672	79,328	8%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u>490,550</u>	<u>3,090</u>	<u>487,460</u>	<u>1%</u>
Total Services / Supplies	\$ 708,710	\$ 708,710	\$ 9,860	\$ 698,850	1%

Capital					
<i>Equipment / Vehicles</i>	140,000	140,000	-	140,000	0%
Total Capital	\$ 140,000	\$ 140,000	\$ -	\$ 140,000	0%

Total Streets	\$ 1,651,199	\$ 1,651,199	\$ 56,590	\$ 1,594,609	3%
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Maintenance Division FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired

8.3%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 365,535	\$ 365,535	\$ 21,701	\$ 343,834	6%
Services / Supplies	721,495	721,495	115,959	605,536	16%
Capital	-	-	-	-	0%
	\$ 1,087,030	\$ 1,087,030	\$ 137,660	\$ 949,370	13%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 256,876	\$ 256,876	\$ 11,439	\$ 245,437	4%
<i>Employee Benefits</i>	108,659	108,659	10,262	98,397	9%
<i>Total Personnel</i>	\$ 365,535	\$ 365,535	\$ 21,701	\$ 343,834	6%
Services / Supplies					
<i>Professional Services</i>	\$ 69,148	\$ 69,148	\$ 2,248	\$ 66,900	3%
<i>Employee Development</i>	4,480	4,480	-	4,480	0%
<i>Supplies / Equipment</i> <i>(Fuel - \$162,732, Parts / Repairs - \$91,610, Building - \$244,100)</i>	577,867	577,867	108,846	469,021	19%
<i>Utilities</i>	70,000	70,000	4,865	65,135	7%
<i>Other</i>	-	-	-	-	#DIV/0!
<i>Total Services / Supplies</i>	\$ 721,495	\$ 721,495	\$ 115,959	\$ 605,536	16%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total Maintenance	\$ 1,087,030	\$ 1,087,030	\$ 137,660	\$ 949,370	13%

Parks Division FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,309,354	\$ 1,309,354	\$ 79,989	\$ 1,229,365	6%
Services / Supplies	752,396	752,396	51,032	701,364	7%
Capital	<u>105,000</u>	<u>105,000</u>	<u>31,418</u>	<u>73,583</u>	<u>30%</u>
	\$ 2,166,750	\$ 2,166,750	\$ 162,438	\$ 2,004,312	7%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 839,782	\$ 839,782	\$ 38,414	\$ 801,368	5%
<i>Employee Benefits</i>	<u>469,572</u>	<u>469,572</u>	<u>41,575</u>	<u>427,997</u>	<u>9%</u>
Total Personnel	\$ 1,309,354	\$ 1,309,354	\$ 79,989	\$ 1,229,365	6%

Services / Supplies					
<i>Professional Services</i>	\$ 339,234	\$ 339,234	\$ 844	\$ 338,390	0%
<i>Employee Development</i>	25,770	25,770	-	25,770	0%
<i>Supplies / Equipment</i>	253,142	253,142	43,434	209,708	17%
<i>Utilities</i>	133,300	133,300	6,753	126,547	5%
<i>Other</i>	<u>950</u>	<u>950</u>	<u>-</u>	<u>950</u>	<u>0%</u>
Total Services / Supplies	\$ 752,396	\$ 752,396	\$ 51,032	\$ 701,364	7%

Capital					
<i>Equipment / Vehicles</i>	105,000	105,000	31,418	73,583	30%
Total Capital	105,000	105,000	31,418	73,583	30%

Total Parks	\$ 2,166,750	\$ 2,166,750	\$ 162,438	\$ 2,004,312	7%
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Recreation Division FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 205,838	\$ 205,838	\$ 9,341	\$ 196,497	5%
Services / Supplies	358,505	358,505	3,374	355,131	1%
Capital	-	-	-	-	0%
	\$ 564,343	\$ 564,343	\$ 12,716	\$ 551,627	2%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 170,176	\$ 170,176	\$ 6,143	\$ 164,033	4%
<i>Employee Benefits</i>	35,662	35,662	3,198	32,464	9%
Total Personnel	\$ 205,838	\$ 205,838	\$ 9,341	\$ 196,497	5%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,525	10,525	-	10,525	0%
<i>Supplies / Equipment</i>	650	650	-	650	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	347,330	347,330	3,374	343,956	1%
Total Services / Supplies	\$ 358,505	\$ 358,505	\$ 3,374	\$ 355,131	1%

Capital					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%
Total Recreation	\$ 564,343	\$ 564,343	\$ 12,716	\$ 551,627	2%

Equipment Replacement / Capital Schedule FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	-	-	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	155,000	155,000	-	155,000	0%
Fire Dept Capital Outlay	17,000	17,000	-	17,000	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	140,000	140,000	-	140,000	0%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	105,000	105,000	31,418	73,583	30%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 417,000	\$ 417,000	\$ 31,418	\$ 385,583	8%

Utility Fund Revenues

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (14,875)	\$ (167,125)	8%
<i>Charges / Penalties</i>	102,000	102,000	6,368	95,632	6%
Total Fees	\$ (80,000)	\$ (80,000)	\$ (8,507)	\$ (71,493)	11%

Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ -	\$ -	0%
Total Licenses & Permits	\$ -	\$ -	\$ -	\$ -	0%

Charges for Services

<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 544,528	\$ 5,151,635	10%
<i>Sewer Sales</i>	4,402,397	4,402,397	361,356	4,041,041	8%
<i>Inspection Fees</i>	4,100	4,100	710	3,390	17%
Total Charges for Service	\$ 10,102,660	\$ 10,102,660	\$ 906,593	\$ 9,196,067	9%

Interest

<i>Interest (Operations)</i>	\$ 30,000	\$ 30,000	\$ 1,354	\$ 28,646	5%
<i>Interest (Capital Projects)</i>	20,000	20,000	756	19,244	4%
Total Interest	\$ 50,000	\$ 50,000	\$ 2,110	\$ 47,890	4%

Impact Fees

<i>Impact Fees</i>	\$ 184,852	\$ 184,852	\$ 27,475	\$ 157,377	15%
Total Impact Fees	\$ 184,852	\$ 184,852	\$ 27,475	\$ 157,377	15%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 89	\$ 4,911	2%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 89	\$ 4,911	2%

Total Utility Fund Revenues	\$ 10,262,512	\$ 10,262,512	\$ 927,760	\$ 9,334,752	9%
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Utility Division FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,793,029	\$ 1,793,029	\$ 99,328	\$ 1,693,701	6%
Services / Supplies	6,383,149	6,383,149	429,536	5,953,613	7%
Capital	225,000	225,000	-	225,000	0%
Total Utility Division	\$ 8,401,178	\$ 8,401,178	\$ 528,864	\$ 7,872,314	6%

--- Detail - Operations ---					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
Salaries / Wages	\$ 1,203,096	\$ 1,203,096	\$ 48,950	\$ 1,154,146	4%
Employee Benefits	589,933	589,933	50,378	539,555	9%
Total Personnel	\$ 1,793,029	\$ 1,793,029	\$ 99,328	\$ 1,693,701	6%

Services / Supplies					
Professional Services	\$ 429,323	\$ 429,323	\$ 14,180	\$ 415,143	3%
Employee Development	63,428	63,428	-	63,428	0%
Supplies / Equipment	84,362	84,362	84	84,278	0%
Utilities	375,136	375,136	38,428	336,708	10%
Other (Well Lot Maintenance)	953,085	953,085	4,550	948,535	0%
Sub-Total - Operations Services / Supplies	\$ 1,905,334	\$ 1,905,334	\$ 57,242	\$ 1,848,092	3%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
UTRWD - Administration Fees	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
UTRWD - Water Volume Cost	903,036	903,036	82,319	820,717	9%
UTRWD - Water Demand Charges	1,365,450	1,365,450	113,788	1,251,663	8%
UTRWD - Sewer Effluent Volume Rate	619,814	619,814	39,144	580,670	6%
UTRWD - Capital Charge Joint Facilities	1,350,870	1,350,870	112,573	1,238,298	8%
UTRWD - HV Sewer Line to UTRWD	233,540	233,540	19,367	214,173	8%
UTRWD - Wtr Transmission - Opus Develop	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,477,815	\$ 4,477,815	\$ 372,294	\$ 4,105,522	8%

Total Services / Supplies	\$ 6,383,149	\$ 6,383,149	\$ 429,536	\$ 5,953,613	7%
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Capital					
Equipment / Vehicles	225,000	225,000	-	225,000	0%
Total Capital	\$ 225,000	\$ 225,000	\$ -	\$ 225,000	0%

Total Utility Division - Operations	\$ 8,401,178	\$ 8,401,178	\$ 528,864	\$ 7,872,314	6%
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Utility Fund Working Capital FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 544,528	\$ 5,151,635	10%
<i>Sewer Sales</i>	4,402,397	4,402,397	361,356	4,041,041	8%
<i>Other Fees / Charges</i>	111,100	111,100	7,167	103,933	6%
<i>Electronic Payment Credit</i>	(182,000)	(182,000)	(14,875)	(167,125)	8%
<i>Interest</i>	30,000	30,000	1,354	28,646	5%
Total Revenues	\$ 10,057,660	\$ 10,057,660	\$ 899,529	\$ 9,158,131	9%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$417,071	\$417,071	\$ 31,767	\$ 385,304	8%
<i>Operations</i>	3,281,292	3,281,292	124,804	3,156,489	4%
<i>UTRWD</i>	4,477,815	4,477,815	372,294	4,105,522	8%
<i>Debt Service</i>	1,228,139	1,228,139	-	1,228,139	0%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	225,000	225,000	-	225,000	0%
Total Expenditures	\$ 9,629,317	\$ 9,629,317	\$ 528,864	\$ 9,100,453	5%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000	-	\$ 150,000	0%
<i>Operating Transfers Out / Utility Capital Projects</i>	-	-	-	-	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)	-	(470,000)	0%
Total Other Sources (Uses)	\$ (320,000)	\$ (320,000)	\$ -	\$ (320,000)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
Net Increase/Decrease	108,343	108,343	370,666
Beginning Working Capital			
<i>Operations</i>	2,063,070	2,063,070	2,063,070
<i>Available Impact Fees</i>	1,046,951	1,046,951	1,046,951
Total Available Working Capital	\$ 3,110,021	\$ 3,110,021	\$ 3,110,021
Ending Working Capital			
<i>Operations</i>	2,171,413	2,171,413	2,433,736
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,081,803	1,081,803	1,074,426
Total Available Working Capital	\$ 3,253,216	\$ 3,253,216	\$ 3,508,162

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,046,951	1,046,951	1,046,951
<i>+ Collections</i>	184,852	184,852	27,475
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	-
<i>Ending Balance</i>	1,081,803	1,081,803	1,074,426

*The working Capital Analysis is prepared to provide a picture of the "cash position" of this enterprise fund. Income restricted for specific use and non-operating expenses are excluded. Impact fees are excluded from revenues, however included for working capital balances - as they are available to address contingency expenditures.

Corps Leased Parks Fund FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 538,550	\$ 538,550	\$ 92,460	\$ 446,090	17%
<i>Annual Park Passes</i>	48,000	48,000	910	47,090	2%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	200	200	2	198	1%
Total Revenues	\$ 586,750	\$ 586,750	\$ 93,372	\$ 493,378	16%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 182,245	\$ 182,245	\$ 14,714	\$ 167,531	8%
<i>Services / Supplies</i>	207,218	207,218	7,708	199,510	4%
<i>Capital</i>	-	-	-	-	0%
Total Expenditures	\$ 389,463	\$ 389,463	\$ 22,422	\$ 367,041	6%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In / General Fund</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 400,022	\$ 400,022	\$ 400,022
<i>+ Net Increase (Decrease)</i>	197,287	197,287	70,950
Ending Fund Balance	\$ 597,309	\$ 597,309	\$ 470,972

Unaudited.
Update after
audit.

Debt Service Fund

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,046,737	\$ 2,046,737	\$ 15,008	\$ 2,031,729	1%
<i>Interest Income</i>	5,000	5,000	14	4,986	0%
Total Revenues	\$ 2,051,737	\$ 2,051,737	\$ 15,022	\$ 2,036,715	1%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,250,000	\$ 2,250,000	\$ -	\$ 2,250,000	0%
<i>Interest Payments</i>	590,220	590,220	-	590,220	0%
<i>Paying Agent Fees</i>	3,000	3,000	-	3,000	0%
Total Expenditures	\$ 2,843,220	\$ 2,843,220	\$ -	\$ 2,843,220	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	804,482	804,482	-	\$ 804,482	0%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 804,482	\$ 804,482	\$ -	\$ 804,482	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 123,770	\$ 123,770	\$ 123,770
<i>+ Net Increase (Decrease)</i>	12,999	12,999	15,022
Ending Fund Balance	\$ 136,769	\$ 136,769	\$ 138,792

Unaudited.
Update after
audit.

Capital Projects Fund FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	80,000	80,000	7,625	72,375	10%
Interest Income	15,000	15,000	880	14,120	6%
Total Revenues	\$ 95,000	\$ 95,000	\$ 8,505	\$ 86,495	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks/Streets/Drainage)	2,771,154	2,771,154	75,455	2,695,699	3%
2018 Bond Issue (Streets)	978,854	978,854	-	978,854	0%
2018 Bond Issue (Parks)	1,792,300	1,792,300	75,455	1,716,845	4%
Total Expenditures	\$ 2,771,154	\$ 2,771,154	\$ 75,455	\$ 2,695,699	3%

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds	\$ -	\$ -	\$ -	\$ -	0%
Bond Discount / Premium	-	-	-	-	0%
Debt Issuance	-	-	-	-	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
Total Financing Sources	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 2,777,849	\$ 2,777,849	\$ 2,777,849
<i>+Net Increase (Decrease)</i>	(2,676,154)	(2,676,154)	(66,950)
<i>Ending Fund Balance</i>	\$ 101,695	\$ 101,695	\$ 2,710,899

**Unaudited.
Update after
audit.**

Drainage Utilities FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -		\$ -	0%
<i>Drainage Fee Receipts</i>	505,000	505,000	42,060	462,940	8%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	27	3,973	1%
Total Revenues	\$ 509,000	\$ 509,000	\$ 42,087	\$ 466,913	8%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 377,298	\$ 377,298	\$ 19,461	\$ 357,837	5%
<i>Services / Supplies</i>	138,385	138,385	6,488	131,897	5%
<i>Capital</i>	30,000	30,000	-	30,000	0%
Total Expenditures	\$ 545,683	\$ 545,683	\$ 25,950	\$ 519,733	5%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 36,000	\$ 36,000	\$ -	\$ 66	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
Total Other Sources (Uses)	\$ 20,000	\$ 20,000	\$ -	\$ (15,934)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 295,384	\$ 295,384	\$ 295,384
<i>+ Net Increase (Decrease)</i>	(16,683)	(16,683)	16,137
Ending Fund Balance	\$ 278,701	\$ 278,701	\$ 311,521

Unaudited.
Update after
audit.

Park Development Fee Fund FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ -	\$ -	\$ 13	\$ (13)	0%
<i>Community Park Fees</i>	-	-	-	-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ -	\$ -	\$ 13	\$ (13)	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Unity Park</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Capital Outlay (Unity Park)</i>	-	-	-	-	0%
<i>Capital Outlay (Village Park)</i>	-	-	-	-	0%
<i>Capital Outlay - (St James development, Area I)</i>	-	-	-	-	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	0%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out (Funding for projects at Unity Park with FY2012 bond)</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 80,081	\$ 80,081	\$ 80,081
<i>+ Net Increase (Decrease)</i>	-	-	13
Ending Fund Balance	\$ 80,081	\$ 80,081	\$ 80,094

Unaudited.
Update after audit.

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ -	80,094
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	-	-
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ -	\$ 80,094

Public Safety Special Revenue Fund

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 26,070	\$ 26,070	\$ 20,155	\$ 5,915	77%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	804	2,796	22%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 804	\$ 2,796	22%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(20,000)	(20,000)	-	(20,000)	0%
Total Other Sources (Uses)	\$ (20,000)	\$ (20,000)	\$ -	\$ (20,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 26,499	\$ 26,499	\$ 26,499
+ Net Increase (Decrease)	2,470	2,470	19,351
Ending Fund Balance	\$ 28,969	\$ 28,969	\$ 45,850

Unaudited.
Update after
audit.

Municipal Court Technology Fee Fund FY 2020/2021 Budget

YEAR TO DATE OCTOBER

Percent of Budget Year Transpired	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 134	3,366	4%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 12,525	\$ 12,525	\$ 7,458	\$ 5,067	60%
<i>Total Expenditures</i>	\$ 12,525	\$ 12,525	\$ 7,458	\$ 5,067	60%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	-	-	-	-	0%
<i>Total Other Sources (Uses)</i>	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 21,911	\$ 21,911	\$ 21,911
<i>+ Net Increase (Decrease)</i>	(9,025)	(9,025)	(7,324)
<i>Ending Fund Balance</i>	\$ 12,886	\$ 12,886	\$ 14,587

Unaudited.
Update after
audit.

Municipal Court Building Security Fund FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,750	\$ 2,750	\$ 158	\$ 2,592	6%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel (Bailiff)	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	-	-	-	-	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 38,223	\$ 38,223	\$ 38,223
+ Net Increase (Decrease)	2,750	2,750	158
Ending Fund Balance	\$ 40,973	\$ 40,973	\$ 38,381

Unaudited.
Update after
audit.

Highland Village Community Development Corporation
Working Capital Analysis (FY 2021)

	<i>Actual 2018-2019</i>	<i>Actual 2019-2020</i>	<i>Budget 2020-2021</i>	<i>YTD 2020-2021</i>
Beginning Fund Balance	\$ 30,523	\$ 98,102	\$ 70,647	\$ 117,323
Revenues				
4B Sales Tax	1,384,756	1,381,630	1,348,631	101,428
Park Fees (Rental)	54,651	41,854	44,000	8,940
Linear Park Fees	-	-	-	-
Miscellaneous Income	-	-	-	-
Interest Income	734	633	800	8
Total	\$ 1,440,141	\$ 1,424,117	\$ 1,393,431	\$ 110,376
Expenditures				
Personnel	311,612	324,743	370,603	20,793
Services / Supplies	182,692	213,475	208,614	2,734
Reimburse GF (Support Functions)	-	28,000	28,000	
Reimburse GF (Debt Service)	834,827	808,286	804,482	
Total Non-Capital Expenditures	\$ 1,329,131	\$ 1,374,504	\$ 1,411,699	\$ 23,527
Capital				
Engineering	-	-	-	-
Projects Funded Directly	-	30,392	-	-
Transfer to 4B Capital Projects	\$ -	\$ 30,392	\$ -	\$ -
Equipment	43,431	-	-	-
Net Increase / (Decrease)	67,579	19,221	(18,268)	86,849
Working Capital Balance	\$ 98,102	\$ 117,323	\$ 52,379	\$ 204,172

PEG Fee Fund

FY 2020/2021 Budget

YEAR TO DATE OCTOBER

<i>Percent of Budget Year Transpired</i>	8.3%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 42,772	\$ 42,772	\$ -	\$ 42,772	0%
Total Revenues	\$ 42,772	\$ 42,772	\$ -	\$ 42,772	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,600	7,600	-	7,600	0%
<i>Capital</i>	21,000	21,000	-	21,000	0%
Total Expenditures	\$ 28,600	\$ 28,600	\$ -	\$ 28,600	0%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 122,098	\$ 122,098	\$ 122,098
<i>+Net Increase (Decrease)</i>	14,172	14,172	-
Ending Fund Balance	\$ 136,270	\$ 136,270	\$ 122,098

Unaudited.
Update after
audit.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 01/12/2021

SUBJECT: Receive Budget Reports for Period Ending November 30, 2020

PREPARED BY: Ken Heerman, Assistant City Manager

BACKGROUND:

In accordance with the City Charter, Section 6.12, paragraph D, a budget report is submitted monthly for Council Review.

The budget report submitted for November represents the second report in the Fiscal Year.

IDENTIFIED NEED/S:

N/A

OPTIONS & RESULTS:

N/A

PROGRESS TO DATE: (if appropriate)

N/A

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

Council to receive the budget reports for the period ending November 30, 2020.

General Fund Summary

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

Revenues	Original Budget	Revised Budget (Includes Budget Amendments)	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 704,640	\$ (10,822,867)	6%
Sales Tax	2,828,047	2,828,047	-	(2,828,047)	0%
Franchise Fees	1,581,265	1,581,265	17,582	(1,563,683)	1%
Licensing & Permits	336,833	336,833	57,412	(279,421)	17%
Park/Recreation Fees	227,745	227,745	11,463	(216,282)	5%
Public Safety Fees	34,100	34,100	4,808	(29,292)	14%
Rents	142,450	142,450	8,809	(133,641)	6%
Municipal Court	111,180	111,180	7,463	(103,717)	7%
Public Safety Charges for Svc	557,555	557,555	138,838	(418,717)	25%
Interest Income	150,000	150,000	6,428	(143,572)	4%
Miscellaneous	140,550	140,550	47,840	(92,710)	34%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 1,005,283	\$ (16,631,949)	6%

Other Sources					
Transfers In	\$ 534,000	\$ 534,000	\$ -	\$ (534,000)	0%
Total Available Resources	\$ 18,171,232	\$ 18,171,232	\$ 1,005,283	\$ (17,165,949)	

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office	\$ 603,533	\$ 603,533	\$ 65,464	\$ 538,069	11%
Finance (includes Mun. Court)	1,345,313	1,345,313	324,956	1,020,357	24%
Human Resources	565,742	565,742	59,406	506,336	11%
City Secretary Office	398,216	398,216	25,363	372,853	6%
Information Services	1,084,104	1,084,104	231,698	852,407	21%
Marketing and Communications	403,772	403,772	60,998	342,774	15%
Police	5,329,007	5,329,007	737,306	4,591,701	14%
Fire	3,126,013	3,126,013	427,024	2,698,990	14%
Community Services	422,845	422,845	61,882	360,963	15%
Streets/Drainage	1,651,199	1,651,199	126,816	1,524,383	8%
Maintenance	1,087,030	1,087,030	221,772	865,258	20%
Parks	2,166,750	2,166,750	406,636	1,760,114	19%
Recreation	564,343	564,343	29,316	535,027	5%
Total Expenditures	\$ 18,747,868	\$ 18,747,868	\$ 2,778,636	\$ 15,969,232	15%

Capital Summary	(Included in totals above - summary information only)				
Equipment Replacement	\$ 417,000	\$ 417,000	\$ 158,475	\$ 258,525	38%

Other Uses					
Transfers Out	\$ 36,000	\$ 36,000	\$ -	\$ 36,000	0%
Total Expenditures	\$ 18,783,868	\$ 18,783,868	\$ 2,778,636	\$ 16,005,232	

Fund Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	5,844,759	5,844,759	5,844,759
+ Net Increase (Decrease)	(612,636)	(612,636)	(1,773,353)
Ending Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 4,071,406

Unaudited.
Update after
audit.

Fund Balance Detail	Original Budget	Revised Budget	Year to Date
t3t	\$ 2,812,180	\$ 2,812,180	\$ 416,795
Restricted	11,500	11,500	11,500
Unassigned	2,408,443	2,408,443	3,643,110
Total Fund Balance	\$ 5,232,123	\$ 5,232,123	\$ 4,071,406

General Fund Expenditure Summary

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 13,487,531	\$ 13,487,531	\$ 1,728,305	\$ 11,759,226	13%
Services / Supplies	4,843,337	4,843,337	891,856	3,951,481	18%
Capital	417,000	417,000	158,475	258,525	38%
	\$ 18,747,868	\$ 18,747,868	\$ 2,778,636	\$ 15,969,232	15%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 9,627,087	\$ 9,627,087	\$ 1,146,295	\$ 8,480,791	12%
<i>Employee Benefits</i>	3,860,445	3,860,445	582,010	3,278,435	15%
<i>Total Personnel</i>	\$ 13,487,531	\$ 13,487,531	\$ 1,728,305	\$ 11,759,226	13%
Services / Supplies					
<i>Professional Services</i>	\$ 1,736,379	\$ 1,736,379	\$ 450,123	\$ 1,286,256	26%
<i>Employee Development</i>	358,750	358,750	27,482	331,268	8%
<i>Office Supplies / Equipment</i>	1,255,449	1,255,449	271,534	983,915	22%
<i>Utilities</i>	311,408	311,408	63,998	247,410	21%
<i>Other</i>	1,181,351	1,181,351	78,718	1,102,633	7%
<i>Total Services / Supplies</i>	\$ 4,843,337	\$ 4,843,337	\$ 891,856	\$ 3,951,481	18%
Capital					
<i>Equipment / Vehicles</i>	\$ 417,000	\$ 417,000	\$ 158,475	\$ 258,525	38%
<i>Total Capital</i>	\$ 417,000	\$ 417,000	\$ 158,475	\$ 258,525	38%
Total General Fund Expenditure Summary	\$ 18,747,868	\$ 18,747,868	\$ 2,778,636	\$ 15,969,232	15%

General Fund Revenue

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Property Tax	\$ 11,527,507	\$ 11,527,507	\$ 704,640	\$ (10,822,867)	6%
Sales Tax	2,828,047	2,828,047	-	(2,828,047)	0%
Franchise Fees	1,581,265	1,581,265	17,582	(1,563,683)	1%
Licensing & Permits	336,833	336,833	57,412	(279,421)	17%
Park/Recreation Fees	227,745	227,745	11,463	(216,282)	5%
Public Safety Fees	34,100	34,100	4,808	(29,292)	14%
Rents	142,450	142,450	8,809	(133,641)	6%
Municipal Court	111,180	111,180	7,463	(103,717)	7%
Public Safety Charges for Svc	557,555	557,555	138,838	(418,717)	25%
Interest Income	150,000	150,000	6,428	(143,572)	4%
Miscellaneous	140,550	140,550	47,840	(92,710)	34%
Total Revenues	\$ 17,637,232	\$ 17,637,232	\$ 1,005,283	\$ (16,631,949)	6%

City Manager Office FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 386,792	\$ 386,792	\$ 42,848	\$ 343,944	11%
Services / Supplies	216,741	216,741	22,616	194,125	10%
Capital	-	-	-	-	0%
	\$ 603,533	\$ 603,533	\$ 65,464	\$ 538,069	11%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 306,308	\$ 306,308	\$ 38,118	\$ 268,190	12%
<i>Employee Benefits</i>	80,484	80,484	4,730	75,754	6%
Total Personnel	\$ 386,792	\$ 386,792	\$ 42,848	\$ 343,944	11%

Services / Supplies					
<i>Professional Services (City-wide legal - \$130,260)</i>	\$ 140,260	\$ 140,260	\$ 7,602	\$ 132,658	5%
<i>Employee Development</i>	16,140	16,140	1,559	14,581	10%
<i>Supplies / Equipment</i>	10,053	10,053	508	9,545	5%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Contingency)</i>	50,288	50,288	12,946	37,342	26%
Total Services / Supplies	\$ 216,741	\$ 216,741	\$ 22,616	\$ 194,125	10%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Manager	\$ 603,533	\$ 603,533	\$ 65,464	\$ 538,069	11%
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Finance Department FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 873,264	\$ 873,264	\$ 108,492	\$ 764,771	12%
Services / Supplies	472,050	472,050	216,464	255,586	46%
Capital	-	-	-	-	0%
	\$ 1,345,313	\$ 1,345,313	\$ 324,956	\$ 1,020,357	24%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 628,280	\$ 628,280	\$ 74,765	\$ 553,515	12%
<i>Employee Benefits</i>	244,983	244,983	33,727	211,256	14%
Total Personnel	\$ 873,264	\$ 873,264	\$ 108,492	\$ 764,771	12%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i> <i>(City-wide liability insurance - \$168,832 / DCAD - \$85,400)</i>	\$ 447,610	\$ 447,610	\$ 215,088	\$ 232,522	48%
<i>Employee Development</i>	13,371	13,371	832	12,539	6%
<i>Supplies / Equipment</i>	8,069	8,069	545	7,524	7%
<i>Utilities</i>	-	-	-	-	0%
<i>Other [Data Processing \$3,000]</i>	3,000	3,000	-	3,000	0%
Total Services / Supplies	\$ 472,050	\$ 472,050	\$ 216,464	\$ 255,586	46%

Capital					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total Finance Department	\$ 1,345,313	\$ 1,345,313	\$ 324,956	\$ 1,020,357	24%
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Human Resources FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 446,765	\$ 446,765	\$ 46,520	\$ 400,245	10%
Services / Supplies	118,977	118,977	12,886	106,091	11%
Capital	-	-	-	-	0%
	\$ 565,742	\$ 565,742	\$ 59,406	\$ 506,336	11%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 324,861	\$ 324,861	\$ 30,393	\$ 294,468	9%
<i>Employee Benefits</i>	121,904	121,904	16,127	105,777	13%
<i>Total Personnel</i>	\$ 446,765	\$ 446,765	\$ 46,520	\$ 400,245	10%

Services / Supplies					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Professional Services</i>	\$ 47,670	\$ 47,670	\$ 9,428	\$ 38,242	20%
<i>Employee Development</i>	64,257	64,257	3,199	61,058	5%
<i>Supplies / Equipment</i>	975	975	259	716	27%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Safety Programs)</i>	6,075	6,075	-	6,075	0%
<i>Total Services / Supplies</i>	\$ 118,977	\$ 118,977	\$ 12,886	\$ 106,091	11%

Capital					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%

Total Human Resources	\$ 565,742	\$ 565,742	\$ 59,406	\$ 506,336	11%
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City Secretary Office FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 229,499	\$ 229,499	\$ 16,902	\$ 212,597	7%
Services / Supplies	168,717	168,717	8,461	160,256	5%
Capital	-	-	-	-	-
	<u>\$ 398,216</u>	<u>\$ 398,216</u>	<u>\$ 25,363</u>	<u>\$ 372,853</u>	<u>6%</u>

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 163,794	\$ 163,794	\$ 14,110	\$ 149,685	9%
<i>Employee Benefits</i>	65,705	65,705	2,792	62,913	4%
Total Personnel	<u>\$ 229,499</u>	<u>\$ 229,499</u>	<u>\$ 16,902</u>	<u>\$ 212,597</u>	<u>7%</u>

Services / Supplies					
<i>Professional Services</i>	\$ 51,300	\$ 51,300	\$ 827	\$ 50,473	2%
<i>Employee Development</i> <i>(City Council related \$38,392)</i>	54,217	54,217	5,570	48,647	10%
<i>Supplies / Equipment</i>	17,100	17,100	2,064	15,036	12%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Outside Services)</i>	46,100	46,100	-	46,100	0%
Total Services / Supplies	<u>\$ 168,717</u>	<u>\$ 168,717</u>	<u>\$ 8,461</u>	<u>\$ 160,256</u>	<u>5%</u>

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>

Total City Secretary Office	<u>\$ 398,216</u>	<u>\$ 398,216</u>	<u>\$ 25,363</u>	<u>\$ 372,853</u>	<u>6%</u>
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Information Services FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 712,321	\$ 712,321	\$ 94,146	\$ 618,175	13%
Services / Supplies	371,783	371,783	60,171	311,612	16%
Capital	-	-	77,380	(77,380)	0%
	\$ 1,084,104	\$ 1,084,104	\$ 231,698	\$ 852,407	21%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
Salaries / Wages	\$ 543,765	\$ 543,765	\$ 66,580	\$ 477,184	12%
Employee Benefits	168,556	168,556	27,566	140,990	16%
Total Personnel	\$ 712,321	\$ 712,321	\$ 94,146	\$ 618,175	13%

Services / Supplies					
Professional Services <i>(Maintenance Contracts \$167,110)</i>	\$ 208,610	\$ 208,610	\$ 41,941	\$ 166,669	20%
Employee Development	31,705	31,705	524	31,181	2%
Supplies / Equipment	4,160	4,160	809	3,351	19%
Utilities	20,308	20,308	1,798	18,510	9%
Other (Data Processing)	107,000	107,000	15,100	91,900	14%
Total Services / Supplies	\$ 371,783	\$ 371,783	\$ 60,171	\$ 311,612	16%

Capital					
Equipment / Vehicles - Network Storage Device <i>(Added via Budget Amendment)</i>	-	-	77,380	(77,380)	0%
Total Capital	\$ -	\$ -	\$ 77,380	\$ (77,380)	0%

Total City Secretary Office	\$ 1,084,104	\$ 1,084,104	\$ 231,698	\$ 852,407	21%
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Marketing and Communications FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 289,268	\$ 289,268	\$ 32,623	\$ 256,645	11%
Services / Supplies	114,504	114,504	28,375	86,129	25%
Capital	-	-	-	-	0%
	\$ 403,772	\$ 403,772	\$ 60,998	\$ 342,774	15%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 217,333	\$ 217,333	\$ 24,587	\$ 192,746	11%
<i>Employee Benefits</i>	71,935	71,935	8,037	63,899	11%
Total Personnel	\$ 289,268	\$ 289,268	\$ 32,623	\$ 256,645	11%

Services / Supplies					
<i>Professional Services</i>	\$ 84,924	\$ 84,924	\$ 24,555	\$ 60,369	29%
<i>Employee Development</i>	7,680	7,680	30	7,650	0%
<i>Supplies / Equipment</i>	-	-	-	-	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Special Events)</i>	21,900	21,900	3,790	18,110	17%
Total Services / Supplies	\$ 114,504	\$ 114,504	\$ 28,375	\$ 86,129	25%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total City Secretary Office	\$ 403,772	\$ 403,772	\$ 60,998	\$ 342,774	15%
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Police Department FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 4,775,377	\$ 4,775,377	\$ 606,443	\$ 4,168,934	13%
Services / Supplies	398,630	398,630	130,863	267,767	33%
Capital	<u>155,000</u>	<u>155,000</u>	<u>-</u>	<u>155,000</u>	<u>0%</u>
	\$ 5,329,007	\$ 5,329,007	\$ 737,306	\$ 4,591,701	14%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 3,494,485	\$ 3,494,485	\$ 413,554	\$ 3,080,931	12%
<i>Employee Benefits</i>	<u>1,280,892</u>	<u>1,280,892</u>	<u>192,889</u>	<u>1,088,003</u>	<u>15%</u>
Total Personnel	\$ 4,775,377	\$ 4,775,377	\$ 606,443	\$ 4,168,934	13%

Services / Supplies					
<i>Professional Services</i>	\$ 143,787	\$ 143,787	\$ 106,337	\$ 37,450	74%
<i>Employee Development</i>	45,339	45,339	1,087	44,252	2%
<i>Supplies / Equipment</i>	141,216	141,216	12,740	128,476	9%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Animal Care - \$52,028)</i>	<u>68,288</u>	<u>68,288</u>	<u>10,698</u>	<u>\$ 57,590</u>	<u>16%</u>
Total Services / Supplies	\$ 398,630	\$ 398,630	\$ 130,863	\$ 267,767	33%

Capital					
<i>Equipment / Vehicles</i>	155,000	155,000	-	155,000	0%
Total Capital	\$ 155,000	\$ 155,000	\$ -	\$ 155,000	0%

Total Police Department	\$ 5,329,007	\$ 5,329,007	\$ 737,306	\$ 4,591,701	14%
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Fire Department FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 2,689,052	\$ 2,689,052	\$ 368,802	\$ 2,320,250	14%
Services / Supplies	419,961	419,961	58,222	361,739	14%
Capital	<u>17,000</u>	<u>17,000</u>	-	<u>17,000</u>	<u>0%</u>
	\$ 3,126,013	\$ 3,126,013	\$ 427,024	\$ 2,698,990	14%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
Salaries / Wages	\$ 1,855,182	\$ 1,855,182	\$ 229,227	\$ 1,625,955	12%
Employee Benefits	<u>833,870</u>	<u>833,870</u>	<u>139,575</u>	694,295	17%
Total Personnel	\$ 2,689,052	\$ 2,689,052	\$ 368,802	\$ 2,320,250	14%

Services / Supplies					
Professional Services	\$ 122,170	\$ 122,170	\$ 8,810	\$ 113,360	7%
Employee Development <i>(Training - \$52,950)</i>	68,317	68,317	8,969	59,348	13%
Supplies / Equipment	188,624	188,624	17,451	171,173	9%
Utilities	1,800	1,800	425	1,375	24%
Other <i>(Safety Programs)</i>	<u>39,050</u>	<u>39,050</u>	<u>22,567</u>	<u>16,483</u>	<u>58%</u>
Total Services / Supplies	\$ 419,961	\$ 419,961	\$ 58,222	\$ 361,739	14%

Capital					
Equipment / Vehicles	17,000	17,000	-	17,000	0%
Total Capital	\$ 17,000	\$ 17,000	\$ -	\$ 17,000	0%

Total Fire Department	\$ 3,126,013	\$ 3,126,013	\$ 427,024	\$ 2,698,990	14%
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Community Services FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 401,977	\$ 401,977	\$ 59,422	\$ 342,555	15%
Services / Supplies	20,868	20,868	2,460	18,408	12%
Capital	-	-	-	-	0%
	\$ 422,845	\$ 422,845	\$ 61,882	\$ 360,963	15%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 277,555	\$ 277,555	\$ 38,965	\$ 238,590	14%
<i>Employee Benefits</i>	124,422	124,422	20,456	103,965	16%
<i>Total Personnel</i>	\$ 401,977	\$ 401,977	\$ 59,422	\$ 342,555	15%

Services / Supplies					
<i>Professional Services</i>	\$ 7,200	\$ 7,200	\$ 741	6,459	10%
<i>Employee Development</i>	6,230	6,230	245	5,985	4%
<i>Supplies / Equipment</i>	6,618	6,618	1,474	5,144	22%
<i>Utilities</i>	-	-	-	-	0%
<i>Other</i>	820	820	-	820	0%
<i>Total Services / Supplies</i>	\$ 20,868	\$ 20,868	\$ 2,460	\$ 18,408	12%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%

<i>Total Building Operations</i>	\$ 422,845	\$ 422,845	\$ 61,882	\$ 360,963	15%
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Streets Division FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 802,489	\$ 802,489	\$ 97,175	\$ 705,314	12%
Services / Supplies	708,710	708,710	29,641	679,069	4%
Capital	<u>140,000</u>	<u>140,000</u>	<u>-</u>	<u>140,000</u>	<u>0%</u>
	\$ 1,651,199	\$ 1,651,199	\$ 126,816	\$ 1,524,383	8%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 548,690	\$ 548,690	\$ 58,715	\$ 489,975	11%
<i>Employee Benefits</i>	<u>253,799</u>	<u>253,799</u>	<u>38,460</u>	<u>215,339</u>	<u>15%</u>
Total Personnel	\$ 802,489	\$ 802,489	\$ 97,175	\$ 705,314	12%

Services / Supplies					
<i>Professional Services</i>	\$ 74,466	\$ 74,466	\$ 825	\$ 73,641	1%
<i>Employee Development</i>	10,719	10,719	1,206	9,513	11%
<i>Supplies / Equipment</i>	46,975	46,975	1,908	45,067	4%
<i>Utilities (Streetlights)</i>	86,000	86,000	20,037	65,963	23%
<i>Other (Street Maintenance)</i>	<u>490,550</u>	<u>490,550</u>	<u>5,666</u>	<u>484,884</u>	<u>1%</u>
Total Services / Supplies	\$ 708,710	\$ 708,710	\$ 29,641	\$ 679,069	4%

Capital					
<i>Equipment / Vehicles</i>	140,000	140,000	-	140,000	0%
Total Capital	\$ 140,000	\$ 140,000	\$ -	\$ 140,000	0%

Total Streets	\$ 1,651,199	\$ 1,651,199	\$ 126,816	\$ 1,524,383	8%
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Maintenance Division FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired

16.7%

- - - Summary - - -

	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 365,535	\$ 365,535	\$ 49,729	\$ 315,806	14%
Services / Supplies	721,495	721,495	172,043	549,452	24%
Capital	-	-	-	-	0%
	\$ 1,087,030	\$ 1,087,030	\$ 221,772	\$ 865,258	20%

- - - Detail - - -

Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 256,876	\$ 256,876	\$ 31,973	\$ 224,903	12%
<i>Employee Benefits</i>	108,659	108,659	17,756	90,903	16%
<i>Total Personnel</i>	\$ 365,535	\$ 365,535	\$ 49,729	\$ 315,806	14%
Services / Supplies					
<i>Professional Services</i>	\$ 69,148	\$ 69,148	\$ 9,048	\$ 60,100	13%
<i>Employee Development</i>	4,480	4,480	631	3,849	14%
<i>Supplies / Equipment</i> <i>(Fuel - \$162,732, Parts / Repairs - \$91,610, Building - \$244,100)</i>	577,867	577,867	149,400	428,467	26%
<i>Utilities</i>	70,000	70,000	12,965	57,035	19%
<i>Other</i>	-	-	-	-	0%
<i>Total Services / Supplies</i>	\$ 721,495	\$ 721,495	\$ 172,043	\$ 549,452	24%
Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
<i>Total Capital</i>	\$ -	\$ -	\$ -	\$ -	0%
Total Maintenance	\$ 1,087,030	\$ 1,087,030	\$ 221,772	\$ 865,258	20%

Parks Division FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,309,354	\$ 1,309,354	\$ 183,514	\$ 1,125,840	14%
Services / Supplies	752,396	752,396	142,027	610,369	19%
Capital	<u>105,000</u>	<u>105,000</u>	<u>81,095</u>	<u>23,905</u>	<u>77%</u>
	\$ 2,166,750	\$ 2,166,750	\$ 406,636	\$ 1,760,114	19%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel					
<i>Salaries / Wages</i>	\$ 839,782	\$ 839,782	\$ 108,975	\$ 730,807	13%
<i>Employee Benefits</i>	<u>469,572</u>	<u>469,572</u>	<u>74,539</u>	<u>395,033</u>	<u>16%</u>
Total Personnel	\$ 1,309,354	\$ 1,309,354	\$ 183,514	\$ 1,125,840	14%

Services / Supplies					
<i>Professional Services</i>	\$ 339,234	\$ 339,234	\$ 24,922	\$ 314,312	7%
<i>Employee Development</i>	25,770	25,770	3,323	22,447	13%
<i>Supplies / Equipment</i>	253,142	253,142	84,377	168,765	33%
<i>Utilities</i>	133,300	133,300	28,773	104,527	22%
<i>Other</i>	<u>950</u>	<u>950</u>	<u>631</u>	<u>319</u>	<u>66%</u>
Total Services / Supplies	\$ 752,396	\$ 752,396	\$ 142,027	\$ 610,369	19%

Capital					
<i>Equipment / Vehicles</i>	105,000	105,000	81,095	23,905	77%
Total Capital	105,000	105,000	81,095	23,905	77%

Total Parks	\$ 2,166,750	\$ 2,166,750	\$ 406,636	\$ 1,760,114	19%
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Recreation Division FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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- - - Summary - - -					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 205,838	\$ 205,838	\$ 21,689	\$ 184,149	11%
Services / Supplies	358,505	358,505	7,627	350,878	2%
Capital	-	-	-	-	0%
	\$ 564,343	\$ 564,343	\$ 29,316	\$ 535,027	5%

- - - Detail - - -					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 170,176	\$ 170,176	\$ 16,333	\$ 153,842	10%
<i>Employee Benefits</i>	35,662	35,662	5,355	30,307	15%
Total Personnel	\$ 205,838	\$ 205,838	\$ 21,689	\$ 184,149	11%

Services / Supplies					
<i>Professional Services</i>		\$ -	\$ -	\$ -	0%
<i>Employee Development</i>	10,525	10,525	307	10,218	3%
<i>Supplies / Equipment</i>	650	650	-	650	0%
<i>Utilities</i>	-	-	-	-	0%
<i>Other (Recreation Programs)</i>	347,330	347,330	7,320	340,010	2%
Total Services / Supplies	\$ 358,505	\$ 358,505	\$ 7,627	\$ 350,878	2%

Capital					
<i>Equipment / Vehicles</i>	-	-	-	-	0%
Total Capital	\$ -	\$ -	\$ -	\$ -	0%

Total Recreation	\$ 564,343	\$ 564,343	\$ 29,316	\$ 535,027	5%
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Equipment Replacement / Capital Schedule FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
City Manager Office Capital Outlay	-	-	-	-	0%
Finance Capital Outlay	-	-	-	-	0%
Human Resources Capital Outlay	-	-	-	-	0%
City Secretary Capital Outlay	-	-	-	-	0%
Information Services Capital Outlay	-	-	77,380	(77,380)	0%
Marketing Capital Outlay	-	-	-	-	0%
Police Dept Capital Outlay	155,000	155,000	-	155,000	0%
Fire Dept Capital Outlay	17,000	17,000	-	17,000	0%
Community Services Capital Outlay	-	-	-	-	0%
Streets Dept Capital Outlay	140,000	140,000	-	140,000	0%
Maintenance Capital Outlay	-	-	-	-	0%
City Parks Capital Outlay	105,000	105,000	81,095	23,905	77%
City Recreation Capital Outlay	-	-	-	-	0%
Total Expenditures	\$ 417,000	\$ 417,000	\$ 158,475	\$ 258,525	38%

Utility Fund Revenues

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Fees	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Electronic Payment</i>	\$ (182,000)	\$ (182,000)	\$ (22,378)	\$ (159,623)	12%
<i>Charges / Penalties</i>	102,000	102,000	9,908	92,092	10%
Total Fees	\$ (80,000)	\$ (80,000)	\$ (12,470)	\$ (67,530)	16%

Licenses & Permits

<i>Construction Inspection</i>	\$ -	\$ -	\$ -	\$ -	0%
Total Licenses & Permits	\$ -	\$ -	\$ -	\$ -	0%

Charges for Services

<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 690,069	\$ 5,006,094	12%
<i>Sewer Sales</i>	4,402,397	4,402,397	539,975	3,862,422	12%
<i>Inspection Fees</i>	4,100	4,100	1,030	3,070	25%
Total Charges for Service	\$ 10,102,660	\$ 10,102,660	\$ 1,231,073	\$ 8,871,587	12%

Interest

<i>Interest (Operations)</i>	\$ 30,000	\$ 30,000	\$ 1,603	\$ 28,397	5%
<i>Interest (Capital Projects)</i>	20,000	20,000	1,477	18,523	7%
Total Interest	\$ 50,000	\$ 50,000	\$ 3,080	\$ 46,920	6%

Impact Fees

<i>Impact Fees</i>	\$ 184,852	\$ 184,852	\$ 47,459	\$ 137,393	26%
Total Impact Fees	\$ 184,852	\$ 184,852	\$ 47,459	\$ 137,393	26%

Miscellaneous Income

<i>Miscellaneous Income</i>	\$ 5,000	\$ 5,000	\$ 6,159	\$ (1,159)	123%
Total Miscellaneous Income	\$ 5,000	\$ 5,000	\$ 6,159	\$ (1,159)	123%

Total Utility Fund Revenues	\$ 10,262,512	\$ 10,262,512	\$ 1,275,301	\$ 8,987,211	12%
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Utility Division FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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--- Summary - Operations ---					
	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ 1,793,029	\$ 1,793,029	\$ 224,567	\$ 1,568,463	13%
Services / Supplies	6,383,149	6,383,149	914,673	5,468,476	14%
Capital	225,000	225,000	-	225,000	0%
Total Utility Division	\$ 8,401,178	\$ 8,401,178	\$ 1,139,240	\$ 7,261,938	14%

--- Detail - Operations ---					
Category	Original Budget	Revised Budget	Year to Date	Variance	% Used

Personnel					
<i>Salaries / Wages</i>	\$ 1,203,096	\$ 1,203,096	\$ 137,257	\$ 1,065,839	11%
<i>Employee Benefits</i>	589,933	589,933	87,309	502,624	15%
Total Personnel	\$ 1,793,029	\$ 1,793,029	\$ 224,567	\$ 1,568,463	13%

Services / Supplies					
<i>Professional Services</i>	\$ 429,323	\$ 429,323	\$ 23,070	\$ 406,253	5%
<i>Employee Development</i>	63,428	63,428	1,450	61,978	2%
<i>Supplies / Equipment</i>	84,362	84,362	8,133	76,229	10%
<i>Utilities</i>	375,136	375,136	97,529	277,607	26%
<i>Other (Well Lot Maintenance)</i>	953,085	953,085	55,490	897,595	6%
Sub-Total - Operations Services / Supplies	\$ 1,905,334	\$ 1,905,334	\$ 185,672	\$ 1,719,662	10%

Wholesale Water / Wastewater					
Note: UTRWD billing reflects a one month delay					
<i>UTRWD - Administration Fees</i>	\$ 5,105	\$ 5,105	\$ 5,103	\$ 2	100%
<i>UTRWD - Water Volume Cost</i>	903,036	903,036	154,736	748,300	17%
<i>UTRWD - Water Demand Charges</i>	1,365,450	1,365,450	227,575	1,137,875	17%
<i>UTRWD - Sewer Effluent Volume Rate</i>	619,814	619,814	77,708	542,106	13%
<i>UTRWD - Capital Charge Joint Facilities</i>	1,350,870	1,350,870	225,145	1,125,725	17%
<i>UTRWD - HV Sewer Line to UTRWD</i>	233,540	233,540	38,735	194,805	17%
<i>UTRWD - Wtr Transmission - Opus Develop</i>	-	-	-	-	0%
Sub-Total - Wholesale Water / Wastewater	\$ 4,477,815	\$ 4,477,815	\$ 729,002	\$ 3,748,813	16%

Total Services / Supplies	\$ 6,383,149	\$ 6,383,149	\$ 914,673	\$ 5,468,476	14%
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Capital					
<i>Equipment / Vehicles</i>	225,000	225,000	-	225,000	0%
Total Capital	\$ 225,000	\$ 225,000	\$ -	\$ 225,000	0%

Total Utility Division - Operations	\$ 8,401,178	\$ 8,401,178	\$ 1,139,240	\$ 7,261,938	14%
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Utility Fund Working Capital FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Water Sales</i>	\$ 5,696,163	\$ 5,696,163	\$ 690,069	\$ 5,006,094	12%
<i>Sewer Sales</i>	4,402,397	4,402,397	539,975	3,862,422	12%
<i>Other Fees / Charges</i>	111,100	111,100	17,097	94,003	15%
<i>Electronic Payment Credit</i>	(182,000)	(182,000)	(22,378)	(159,623)	12%
<i>Interest</i>	30,000	30,000	1,603	28,397	5%
Total Revenues	\$ 10,057,660	\$ 10,057,660	\$ 1,226,365	\$ 8,831,295	12%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Administration</i>	\$417,071	\$417,071	\$ 60,330	\$ 356,741	14%
<i>Operations</i>	3,281,292	3,281,292	349,908	2,931,384	11%
<i>UTRWD</i>	4,477,815	4,477,815	729,002	3,748,813	16%
<i>Debt Service</i>	1,228,139	1,228,139	-	1,228,139	0%
<i>Capital Projects</i>	-	-	-	-	0%
<i>Equipment Replace / Capital</i>	225,000	225,000	-	225,000	0%
Total Expenditures	\$ 9,629,317	\$ 9,629,317	\$ 1,139,240	\$ 8,490,077	12%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In (Applied Impact Fees)</i>	\$ 150,000	\$ 150,000		\$ 150,000	0%
<i>Operating Transfers Out / Utility Capital Projects</i>	-	-	-	-	0%
<i>Operating Transfers Out / General Fund</i>	(470,000)	(470,000)		(470,000)	0%
Total Other Sources (Uses)	\$ (320,000)	\$ (320,000)	\$ -	\$ (320,000)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Net Increase/Decrease</i>	108,343	108,343	87,125
Beginning Working Capital			
<i>Operations</i>	2,063,070	2,063,070	2,063,070
<i>Available Impact Fees</i>	1,046,951	1,046,951	1,046,951
Total Available Working Capital	\$ 3,110,021	\$ 3,110,021	\$ 3,110,021
Ending Working Capital			
<i>Operations</i>	2,171,413	2,171,413	2,150,195
<i>Designated Capital Project</i>	-	-	-
<i>Available Impact Fees</i>	1,081,803	1,081,803	1,094,410
Total Available Working Capital	\$ 3,253,216	\$ 3,253,216	\$ 3,244,605

<i>Impact Fees</i>			
<i>Beginning Balance</i>	1,046,951	1,046,951	1,046,951
<i>+ Collections</i>	184,852	184,852	47,459
<i>- Applied to offset Debt Service</i>	(150,000)	(150,000)	-
<i>Ending Balance</i>	1,081,803	1,081,803	1,094,410

*The working Capital Analysis is prepared to provide a picture of the "cash position" of this enterprise fund. Income restricted for specific use and non-operating expenses are excluded. Impact fees are excluded from revenues, however included for working capital balances - as they are available to address contingency expenditures.

Corps Leased Parks Fund FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Park Entry Fees</i>	\$ 538,550	\$ 538,550	\$ 96,688	\$ 441,862	18%
<i>Annual Park Passes</i>	48,000	48,000	740	47,260	2%
<i>Concession Sales</i>	-	-	-	-	0%
<i>Interest</i>	200	200	4	196	2%
Total Revenues	\$ 586,750	\$ 586,750	\$ 97,433	\$ 489,317	17%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 182,245	\$ 182,245	\$ 26,160	\$ 156,085	14%
<i>Services / Supplies</i>	207,218	207,218	15,170	192,048	7%
<i>Capital</i>	-	-	-	-	0%
Total Expenditures	\$ 389,463	\$ 389,463	\$ 41,330	\$ 348,132	11%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In / General Fund</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 400,022	\$ 400,022	\$ 400,022
<i>+ Net Increase (Decrease)</i>	197,287	197,287	56,102
Ending Fund Balance	\$ 597,309	\$ 597,309	\$ 456,124

Unaudited.
Update after
audit.

Debt Service Fund

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Property Tax Revenues</i>	\$2,046,737	\$ 2,046,737	\$ 125,125	\$ 1,921,612	6%
<i>Interest Income</i>	5,000	5,000	26	4,974	1%
Total Revenues	\$ 2,051,737	\$ 2,051,737	\$ 125,151	\$ 1,926,586	6%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Principal Payments</i>	\$ 2,250,000	\$ 2,250,000	\$ -	\$ 2,250,000	0%
<i>Interest Payments</i>	590,220	590,220	-	590,220	0%
<i>Paying Agent Fees</i>	3,000	3,000	-	3,000	0%
Total Expenditures	\$ 2,843,220	\$ 2,843,220	\$ -	\$ 2,843,220	0%

Other Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Transfers In (Out) [To 4B]</i>	804,482	804,482	-	\$ 804,482	0%
<i>Proceeds from Refunding Debt</i>	-	-	-	-	0%
<i>Debt Issuance Cost</i>	-	-	-	-	0%
<i>Payment to Escrow Agent</i>	-	-	-	-	0%
Total Financing Sources	\$ 804,482	\$ 804,482	\$ -	\$ 804,482	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 123,770	\$ 123,770	\$ 123,770
<i>+ Net Increase (Decrease)</i>	12,999	12,999	125,151
Ending Fund Balance	\$ 136,769	\$ 136,769	\$ 248,921

Unaudited.
Update after
audit.

Capital Projects Fund

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Grants	\$ -	\$ -	\$ -	\$ -	0%
Contributions	80,000	80,000	11,495	68,505	14%
Interest Income	15,000	15,000	1,726	13,274	12%
Total Revenues	\$ 95,000	\$ 95,000	\$ 13,221	\$ 81,779	100%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
2018 GO Bond (Parks/Streets/Drainage)	2,771,154	2,771,154	183,289	2,587,865	7%
2018 Bond Issue (Streets)	978,854	978,854	-	978,854	0%
2018 Bond Issue (Parks)	1,792,300	1,792,300	183,289	1,609,011	10%
Total Expenditures	\$ 2,771,154	\$ 2,771,154	\$ 183,289	\$ 2,587,865	7%

Other Financing Sources (Uses)	Original Budget	Revised Budget	Year to Date	Variance	% Received
Bond Issue Proceeds	\$ -	\$ -	\$ -	\$ -	0%
Bond Discount / Premium	-	-	-	-	0%
Debt Issuance	-	-	-	-	0%
Transfers In	-	-	-	-	0%
Transfer Out	-	-	-	-	0%
Total Financing Sources	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 2,777,849	\$ 2,777,849	\$ 2,777,849
<i>+Net Increase (Decrease)</i>	(2,676,154)	(2,676,154)	(170,068)
Ending Fund Balance	\$ 101,695	\$ 101,695	\$ 2,607,781

**Unaudited.
Update after
audit.**

Drainage Utilities FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Drainage Conversion Fee</i>	\$ -	\$ -	\$ 2,958	\$ (2,958)	0%
<i>Drainage Fee Receipts</i>	505,000	505,000	63,013	441,987	12%
<i>Miscellaneous</i>	-	-	-	-	0%
<i>Interest</i>	4,000	4,000	51	3,949	1%
Total Revenues	\$ 509,000	\$ 509,000	\$ 66,022	\$ 442,978	13%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ 377,298	\$ 377,298	\$ 37,484	\$ 339,814	10%
<i>Services / Supplies</i>	138,385	138,385	17,763	120,622	13%
<i>Capital</i>	30,000	30,000	16,049	13,951	53%
Total Expenditures	\$ 545,683	\$ 545,683	\$ 71,296	\$ 474,387	13%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Transfers In - City Impervious / General Fund</i>	\$ 36,000	\$ 36,000	\$ -	\$ 66	0%
<i>Operating TransfersOut / General Fund</i>	(16,000)	(16,000)	-	(16,000)	0%
Total Other Sources (Uses)	\$ 20,000	\$ 20,000	\$ -	\$ (15,934)	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 295,384	\$ 295,384	\$ 295,384
<i>+ Net Increase (Decrease)</i>	(16,683)	(16,683)	(5,274)
Ending Fund Balance	\$ 278,701	\$ 278,701	\$ 290,110

Unaudited.
Update after
audit.

Park Development Fee Fund FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>Interest</i>	\$ -	\$ -	\$ 24	\$ (24)	0%
<i>Community Park Fees</i>	-	-	-	-	0%
<i>Linear Park Fees</i>	-	-	-	-	0%
<i>Neighborhood Park Fees</i>	-	-	-	-	0%
<i>Service Area II</i>	-	-	-	-	0%
<i>Service Area IV</i>	-	-	-	-	0%
Total Revenues	\$ -	\$ -	\$ 24	\$ (24)	0%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Unity Park</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Capital Outlay (Unity Park)</i>	-	-	-	-	0%
<i>Capital Outlay (Village Park)</i>	-	-	-	-	0%
<i>Capital Outlay - (St James development, Area I)</i>	-	-	-	-	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	0%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out (Funding for projects at Unity Park with FY2012 bond)</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 80,081	\$ 80,081	\$ 80,081
<i>+ Net Increase (Decrease)</i>	-	-	24
Ending Fund Balance	\$ 80,081	\$ 80,081	\$ 80,105

Unaudited.
Update after audit.

Ending Fund Balance Detail	Original Budget	Year to Date
<i>Community Park Fees</i>	\$ -	80,105
<i>Linear Park Fees</i>	-	-
<i>Neighborhood Park Fees (Area I)</i>	-	-
<i>Neighborhood Park Fees (Area II)</i>	-	-
<i>Neighborhood Park Fees (Area IV)</i>	-	-
Total	\$ -	\$ 80,105

Public Safety Special Revenue Fund

FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 26,070	\$ 26,070	\$ 20,155	\$ 5,915	77%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	3,600	3,600	2,139	1,461	59%
Capital	-	-	-	-	0%
Total Expenditures	\$ 3,600	\$ 3,600	\$ 2,139	\$ 1,461	59%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers Out	(20,000)	(20,000)	-	(20,000)	0%
Total Other Sources (Uses)	\$ (20,000)	\$ (20,000)	\$ -	\$ (20,000)	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 26,499	\$ 26,499	\$ 26,499
+ Net Increase (Decrease)	2,470	2,470	18,016
Ending Fund Balance	\$ 28,969	\$ 28,969	\$ 44,515

Unaudited.
Update after
audit.

Municipal Court Technology Fee Fund FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues	\$ 3,500	\$ 3,500	\$ 236	3,264	7%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Services / Supplies</i>	\$ 12,525	\$ 12,525	\$ 7,511	\$ 5,014	60%
Total Expenditures	\$ 12,525	\$ 12,525	\$ 7,511	\$ 5,014	60%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning Fund Balance</i>	\$ 21,911	\$ 21,911	\$ 21,911
+ Net Increase (Decrease)	(9,025)	(9,025)	(7,275)
Ending Fund Balance	\$ 12,886	\$ 12,886	\$ 14,636

Unaudited.
Update after
audit.

Municipal Court Building Security Fund FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

Percent of Budget Year Transpired	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
Revenues (Court Fines)	\$ 2,750	\$ 2,750	\$ 274	\$ 2,476	10%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
Personnel (Bailiff)	\$ -	\$ -	\$ -	\$ -	0%
Services / Supplies	-	-	-	-	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ -	0%

Beginning & Ending Balance	Original Budget	Revised Budget	Year to Date
Beginning Fund Balance	\$ 38,223	\$ 38,223	\$ 38,223
+ Net Increase (Decrease)	2,750	2,750	274
Ending Fund Balance	\$ 40,973	\$ 40,973	\$ 38,497

Unaudited.
Update after
audit.

Highland Village Community Development Corporation
Working Capital Analysis (FY 2021)

	<i>Actual 2018-2019</i>	<i>Actual 2019-2020</i>	<i>Budget 2020-2021</i>	<i>YTD 2020-2021</i>
Beginning Fund Balance	\$ 30,523	\$ 98,102	\$ 70,647	\$ 117,323
Revenues				
4B Sales Tax	1,384,756	1,381,630	1,348,631	-
Park Fees (Rental)	54,651	41,854	44,000	5,500
Linear Park Fees	-	-	-	-
Miscellaneous Income	-	-	-	-
Interest Income	734	633	800	18
Total	\$ 1,440,141	\$ 1,424,117	\$ 1,393,431	\$ 5,518
Expenditures				
Personnel	311,612	324,743	370,603	47,889
Services / Supplies	182,692	213,475	208,614	20,447
Reimburse GF (Support Functions)	-	28,000	28,000	-
Reimburse GF (Debt Service)	834,827	808,286	804,482	-
Total Non-Capital Expenditures	\$ 1,329,131	\$ 1,374,504	\$ 1,411,699	\$ 68,336
Capital				
Engineering	-	-	-	-
Projects Funded Directly	-	30,392	-	-
Transfer to 4B Capital Projects	-	30,392	-	-
Equipment	43,431	-	-	-
Net Increase / (Decrease)	67,579	19,221	(18,268)	(62,818)
Working Capital Balance	\$ 98,102	\$ 117,323	\$ 52,379	\$ 54,505

PEG Fee Fund FY 2020/2021 Budget

YEAR TO DATE NOVEMBER

<i>Percent of Budget Year Transpired</i>	16.7%
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Revenues	Original Budget	Revised Budget	Year to Date	Variance	% Received
<i>PEG Fee Receipts</i>	\$ 42,772	\$ 42,772	\$ 10,094	\$ 32,678	24%
Total Revenues	\$ 42,772	\$ 42,772	\$ 10,094	\$ 32,678	24%

Expenditures	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Personnel</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Services / Supplies</i>	7,600	7,600	260	7,340	3%
<i>Capital</i>	21,000	21,000	18,273	2,727	0%
Total Expenditures	\$ 28,600	\$ 28,600	\$ 18,533	\$ 10,067	65%

Other Sources/Uses	Original Budget	Revised Budget	Year to Date	Variance	% Used
<i>Operating Transfers In</i>	\$ -	\$ -	\$ -	\$ -	0%
<i>Operating Transfers Out</i>	-	-	-	-	0%
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	0%

Fund Balance	Original Budget	Revised Budget	Year to Date
<i>Beginning fund balance</i>	\$ 122,098	\$ 122,098	\$ 122,098
<i>+Net Increase (Decrease)</i>	14,172	14,172	(8,440)
Ending Fund Balance	\$ 136,270	\$ 136,270	\$ 113,658

Unaudited.
Update after
audit.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 01/12/2021

SUBJECT: Consider Resolution 2021-2926 establishing a Designated Mailing Address, Email Addresses and Website for the Receipt of Public Information Requests

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

During its last session, the Texas Legislature amended the Public Information Act (Texas Government Code Chapter 552) to allow governmental agencies to designate an approved method for delivering public information requests. Once designated by the City, a person making a written request for public information must deliver the request via a designated email, mailing address or website whereby a designated officer could receive requests. Requests for public information that are not sent through one of the designated methods will not constitute an official request and can be ignored by the City until delivered in the designated manner.

IDENTIFIED NEED/S:

The Texas Legislature has amended the Public Information Act to allow governmental bodies to establish designated email, mailing address and website for receipt of public information requests.

PROGRESS TO DATE: (if appropriate)

The City has recently implemented an online public information request center utilizing GovQA's Public Records Request Management software. With this, City staff requests Council consideration to establish approved methods for receiving public information requests. Requests can be made to the applicable officer or designee for public information via United States mail, electronic mail, hand delivery, or electronic submission through the governmental body's Internet website. Following the effective date of the resolution, requests for public information received via fax will no longer be accepted. Notice of the designated methods and addresses set forth in the resolution will be posted on the City's website for at least a week before the changes go into effect and continuously thereafter.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None

RECOMMENDATION:

Approve Resolution 2021-2926 establishing a designated mailing address, email addresses and website for the receipt of public information requests.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2926

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS ESTABLISHING A DESIGNATED MAILING ADDRESS, EMAIL ADDRESSES AND WEBSITE FOR THE RECEIPT OF REQUESTS FOR PUBLIC INFORMATION; REQUIRING THE CITY SECRETARY TO POST NOTICE OF SAID OFFICIAL DESIGNATIONS ON THE CITY'S WEBSITE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Government Code Section 552.234 specifies how members of the public may submit a Public Information Request pursuant to Government Code Chapter 552 to governmental entities and allows the City to establish a designated mailing address, email addresses, and website for the official receipt of requests for public information; and

WHEREAS, the City Council of the City of Highland Village, Texas, desires to establish an official mailing address, email addresses, and website for the City's receipt of requests for public information.

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

SECTION 1. The following mailing address is hereby designated as the official mailing address for the receipt of requests for public information mailed to the City of Highland Village (hereinafter, the "City"), including the Highland Village Police Department:

- a. City of Highland Village City Secretary's Office, 1000 Highland Village Road, Highland Village, TX 75077.

SECTION 2. The following email addresses are hereby designated as the official email addresses for the receipt of requests for public information emailed to the City:

- a. PDRecords@highlandvillage.org for all requests to the Highland Village Police Department.
- b. Citysecretary@highlandvillage.org for all other City-related public information requests.

SECTION 3. The following website is hereby designated as the official website for the receipt of electronic requests for public information submitted to the City:

- a. Highland Village Public Information Request Center located at [https://highlandvillagetx.govqa.us/WEBAPP/rs/\(S\(cel2b5plqc5cl1z0p3c2e4ko\)\)/SupportHome.aspx?sSessionID=](https://highlandvillagetx.govqa.us/WEBAPP/rs/(S(cel2b5plqc5cl1z0p3c2e4ko))/SupportHome.aspx?sSessionID=)

SECTION 4. Pursuant to Government Code Section 552.234(d), as amended, the City is not required to respond to a written request for public information unless the request is received:

- a. By mail submitted to the official mailing address designated in Section 1 herein;
- b. By email submitted to one of the official email addresses designated by Section 2 herein

- c. Electronically through the Highland Village Public Information Request Center, as established in Section 3 herein; or
- d. By hand delivery to City Hall located at 1000 Highland Village Road, Highland Village, TX 75077 or to the Highland Village Police Department located at 1000 Highland Village Road, Highland Village, TX 75077.

SECTION 5. Upon the effective date of this resolution, the City Secretary shall post electronic notice of the official designations established herein on the City's website located at <https://www.highlandvillage.org/> as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 6. This Resolution shall become effective January 19, 2021.

PASSED AND APPROVED THIS 12TH DAY OF JANUARY, 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(jpd:12/22/2020:119790)

EXHIBIT A

NOTICE TO PUBLIC REGARDING DESIGNATED MAILING ADDRESS, EMAIL ADDRESS AND WEBSITE FOR THE RECEIPT OF PUBLIC INFORMATION REQUESTS

The process for requesting public records from the City of Highland Village will change effective January 21, 2021.

The Texas Legislature recently amended the Public Information Act Texas Government Code Chapter 552) to specify exactly how members of the public may submit a Public Information Request to a governmental agency.

Therefore, beginning January 19, 2021:

- 1) **All MAILED requests for information must be mailed to City of Highland Village City Secretary's Office, 1000 Highland Village Road, Highland Village, TX 75077.**
- 2) **All EMAILED public information requests to the Highland Village Police Department must be sent to PDRecords@highlandvillage.org. All other emailed public information requests must be sent to Citysecretary@highlandvillage.org.**
- 3) **Requests sent via fax will no longer be accepted**

There remain a number of ways by which a member of the public may request information, including:

- a. Electronically at the following hyperlinked website: [Highland Village Public Information Request Center](#);
- b. Sending an email to PDRecords@highlandvillage.org for all Highland Village Police Department requests and Citysecretary@highlandvillage.org for all other requests;
- c. Hand delivery to the City Secretary's Office at City Hall or the Records Division at the Police Department, both located at 1000 Highland Village Road, Highland Village, TX 75077
- d. By mail to City of Highland Village City Secretary's Office, 1000 Highland Village Road, Highland Village, TX 75077.

Any questions regarding Public Information requests may be directed to the City Secretary's Office.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 16

MEETING DATE: 01/12/2021

SUBJECT: Consider on First Reading Ordinance No. 2021-1280 Adopting Non-Substantive Amendments to Code of Ordinances Chapter 26 “Subdivision and Site Development Regulations,” Exhibit A “Subdivision Ordinance,” by Adopting Non-Substantive Amendments to Subsections E and F of Section 2.7 “Replatting” to Correct Certain Scrivener Errors

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

On December 10, 2019, the City Council enacted Ordinance No. 2019-1268 amending in their entirety Sections 1 and 2 of the City’s Subdivision Ordinance relating largely to the purchase and procedures governing the subdivision of property within the City. City staff recently discovered, and the City Attorney confirmed, that in drafting Section 2.7 relating to the procedures for replatting property within the City, Subsections E and F contained errors with respect to sections that were cross-referenced within said subsections. Subsections E and F referred to certain notices being provided to, and actions being taken by, the Planning and Zoning Commission regarding the approval of replats. However, in view of the fact that the Subdivision Ordinance places the final authority for the approval of replats (other than minor plats) with the City Council, it is clear that such references to the Planning and Zoning Commission were erroneous. If left uncorrected, the application of Subsections E and F by applicants for replats and City staff would be confusion in the required process for approval and who is required to conduct a public hearing when public hearings are required.

IDENTIFIED NEED/S:

Amend Subsections E and F of Section 2.7 of the Subdivision Ordinance to correct the scrivener errors contained in the original ordinance.

PROGRESS TO DATE: (if appropriate)

The City Attorney has prepared a draft of Ordinance No. 2021-1280 containing the recommended non-substantive amendments to correct the scrivener errors. Because the amendments merely correct errors in the text without amending the substantive content of the regulations, no review by the Planning and Zoning Commission is required. Further, the non-substantive nature of the amendments does not require a public hearing prior to adoption.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

None

RECOMMENDATION:

Approve Ordinance No. 2021-1280 on First Reading as presented.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2021-1280

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 26 "SUBDIVISION AND SITE DEVELOPMENT REGULATIONS," EXHIBIT A "SUBDIVISION ORDINANCE," BY ADOPTING NON-SUBSTANTIVE AMENDMENTS TO SUBSECTIONS E AND F OF SECTION 2.7 "REPLATTING" TO CORRECT SCRIVENER ERRORS CONTAINED IN ORDINANCE NO. 2019-1268 ADOPTING SUCH PROVISIONS; PROVIDING A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE, PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2000.00); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Attorney has determined that in the drafting of Ordinance No. 2019-1268 enacted on December 10, 2019, which adopted certain amendments to the City's subdivision regulations, certain errors were made in the drafting of Subsections E and F to Section 2.7 of the City Subdivision Ordinance that resulted in incorrect or non-existent cross-references to section numbers and references to delivery of certain notices and conducting of public hearings by the Planning and Zoning Commission should, in the context of said Section 2.7, refer to the City Council; and

WHEREAS, upon recommendation of the City Attorney, and to avoid confusion to developers and City staff regarding the interpretation and application of said Section 2.7, the City Council of the City of Highland Village finds it to be in the public interest to adopt certain non-substantive amendments to correct the above-described scrivener errors.

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

SECTION 1. The Highland Village Subdivision Ordinance, published as Exhibit A to Chapter 26 "Subdivision and Site Development Regulations," of the Code of Ordinances of the City of Highland Village is amended by amending Subsections E and F to Section 2.7 "Replatting" to read as follows:

E. If the conditions described in Subsection D. of this Section exist, then the following is required:

1. Notice of the hearing shall be given 15 days before the day of the hearing by:

a. Publication in the City's officially designated newspaper;
and

b. By written notice, with a copy of the specific language contained in the following Subsection (b) attached thereto, forwarded by the Commission to the owners of property in the original subdivision located within 200 feet of the property upon which the replat is requested, as such owners are indicated on the

most recently approved City tax roll or, in the case of a subdivision within the extraterritorial jurisdiction of the City, the most recently approved county tax roll. The written notice may be delivered by depositing the notice, properly addressed with the postage prepaid, in a post office or postal depository within the municipal boundaries of the City.

2. If the proposed replat requires a variance and is protested in accordance with this Subsection E, the proposed replat must receive, in order to be approved, the affirmative vote of at least three-fourths of the members of the City Council present and voting. For a legal protest, written instruments signed by the owners of at least 20 percent of the area of the lots or land immediately adjoining the area covered by the proposed replat and extending 200 feet from that area, but within the original subdivision, must be filed with the City Council prior to the close of the public hearing.

3. In computing the percentage of land area under Subsection E.2. of this Section, the area of streets and alleys shall be included.

4. Compliance with Subsections E.2. and E.3. of this Section is not required for approval of a replat of part of a preceding plat if the area to be replatted was designated or reserved for other than single or duplex family residential use by notation on the last legally recorded plat or in the legally recorded restrictions applicable to the plat.

F. If a proposed replat described by Subsection C of this Section does not require a variance or exception, not later than the 15th day after the date the replat is approved, written notice by mail of the approval of the replat will be provided to each owner of a lot in the original subdivision that is within 200 feet of the lots to be replatted according to the most recent City or county tax roll. This Subsection does not apply to a proposed replat if the Commission or City Council holds a public hearing and gives notice of the hearing in the manner provided by Subsection E.

SECTION 2. All provisions of the ordinances of the City of Highland Village in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Highland Village not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 3. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 4. An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Code of Ordinance, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the

City of Highland Village as heretofore amended and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2000.00) for each offense, and each and every day such violation shall continue shall be deemed and constitute a separate offense.

SECTION 6. This ordinance shall become effective immediately upon final approval of this Ordinance and publication as required by charter and state law but shall be applicable only to applications for a plat or plan received on or after the effective date of this Ordinance.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON FIRST READING ON THIS THE 12th DAY OF JANUARY 2021.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE 26^h DAY OF JANUARY 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/6/21:119963)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 17

MEETING DATE: 01/12/2021

**SUBJECT: Status Reports on Current Projects and Discussion on Future
Agenda Items**

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

This item is on the agenda to allow a Councilmember to inquire about a subject of which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

- Discuss Content, Format and Scheduling for a City Council Work/Planning Session



UPCOMING MEETINGS

January 12, 2021	Regular City Council Meeting - 7:00 pm
January 18, 2021	City Offices Closed for Martin Luther King Jr. Holiday
January 18, 2021	Parks & Recreation Advisory Board Meeting - Cancelled
January 19, 2021	Planning & Zoning Commission Meeting – 7:00 pm
January 26, 2021	Regular City Council Meeting - 7:00 pm
February 4, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
February 9, 2021	Regular City Council Meeting - 7:00 pm
February 15, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
February 16, 2021	Planning & Zoning Commission Meeting – 7:00 pm
February 23, 2021	Regular City Council Meeting - 7:00 pm
March 4, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
March 9, 2021	Regular City Council Meeting - 7:00 pm
March 15, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
March 16, 2021	Planning & Zoning Commission Meeting – 7:00 pm
March 23, 2021	Regular City Council Meeting - 7:00 pm
April 1, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
April 13, 2021	Regular City Council Meeting - 7:00 pm

Note – The Zoning Board of Adjustment, Parks & Recreation Advisory Board, and the Planning & Zoning Commission meetings are held monthly, IF NEEDED. Please visit www.highlandvillage.org or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen McCoy, Executive Assistant – City of Highland Village