AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
November 12, 2020
7:00 p.m.

The City of Helotes City Council will meet for a Regular Meeting on Thursday, November 12, 2020 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

SUPPLEMENTAL NOTICE OF PARTICIPATION BY TELEPHONE CONFERENCE

As a result of COVID-19, the Governor of Texas issued an order on March 16, 2020, suspending various provisions of the Open Meetings Act, which now authorizes the participation in a meeting by videoconference and / or teleconference. In order to advance the public health goal of physical distancing, the City of Helotes City Council will conduct this regular meeting by telephone conference. No in person input will be allowed. To speak remotely, register in advance by using the fillable Citizen Comment Form on the City website. The comment form is due by 12:00 pm on Thursday, November 12. Once the comment form is received, the speaker will receive a confirmation email with the toll-free phone number and access code. Speakers will be placed in a queue until their time to speak. Watch the livestream meeting broadcast on the City's YouTube channel. The digital meeting packet is available on the City website.

1. Call to order.

   - Invocation.
   - Pledge of Allegiance.

RECOGNITION:

2. Certificate of Achievement and Badge presented to the following Helotes Fire Department personnel in recognition of a promotion in rank:

   - N. Edward "Eddie' Haynes – Deputy Fire Chief / Fire Marshal; and
   - Vincent Rowel – Firefighter / Engineer. (Staff)

OPEN SESSION:

3. Citizens to be Heard. ***The City Council shall not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The Council will accept comments from citizens of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Each person may only speak once. No profanity or threats will be tolerated.***

CONSENT AGENDA (ITEM NOS. 4 - 8):

All Consent Agenda items listed below are considered routine by City Staff and are intended to be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

4. Approval of the minutes of the Regular Meeting dated October 8, 2020. (Staff)

5. Approval of the Fiscal Year Ending (FYE) 2020 City of Helotes Revenue and Expense Report dated September 30, 2020. (Staff)

6. Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for the quarter ending September 2020. (Staff)

7. Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 *Environment*, Article IV *Stormwater Detention and Drainage*, and an associated fee-in-lieu of detention in the amount of $4,253.20 for Little Cherub Childcare Center located at 12840 N. F.M. 1560, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242808. (Applicant)

8. Acceptance of the resignation of Mike McGlothing from the City of Helotes Planning & Zoning Commission, Place Four. (Commissioner McGlothing)

ITEMS FOR INDIVIDUAL CONSIDERATION:

9. Discussion of and action on a request by PR Custom Signs for approval of a wall sign, pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Old Town Helotes Special District*, Subparagraph (g)(6) (b)(2) *Commercial Signs – Projecting, Wall, Hanging, or In / On Windows* for Texas Property Group located at 14893 Bandera Road, Suite 5B, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242125. (Applicant)

10. Discussion of and action on a request by Southwest Texas Sign Service, Inc. for approval of signage for O'Reilly Auto Parts located at 13523 Bandera Road, Helotes, Texas, 78023, more particularly described as BCAD Prop. ID No. 1273575, and including the following:

    a. Secondary Wall Sign, pursuant to Municipal Code of Ordinances Chapter 66 *Signs,* Section 66-51 *Commercial Signs:* Subparagraph (b) *Wall Signs*; and

    b. Secondary Monument Sign, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 *Commercial Signs: Single-Business Use Monument Type* (Applicant)

11. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas canvassing the returns and declaring the results of the General Election held on November 3, 2020 for the purpose of electing one (1) Council Member Place 1, one (1) Council Member Place 2, and one (1) Council Member Place 4 to the Helotes City Council. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION Contd.:

12. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving an Animal Care Services Agreement between the City of Helotes and Helotes Humane Society for a five (5) year period commencing on November 13, 2020 and terminating on November 12, 2025. (Staff)

13. Discussion of and action on amendments to the City of Helotes Personnel Policy and Procedures Manual. (Staff)

14. Discussion of and action on the City of Helotes Street Maintenance Plan for Year 2021, but not limited to, contract award to the lowest responsible bidder(s), and the expenditure of Street Maintenance Sales and Use Tax for the same. (Staff)

STAFF REPORTS:

15. Presentation by Joshua Mair, Public Works Supervisor, on the City of Helotes Municipal Separate Storm Sewer System (Ms4) for Fiscal Year Ending 2020. (Staff)

16. Presentation by Joshua Mair, Public Works Supervisor, on the City of Helotes Oak Wilt Mitigation Grant Program for Fiscal Year Ending 2021 (Staff).

Adjourn meeting.

The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be taken in Closed Session.

Thomas A. Schoolcraft, Mayor

I certify that this Agenda was posted on November 6, 2020 at 4:00 a.m. / p.m.

Celina Perez, City Secretary

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

- ☐ **PUBLIC HEARING**
- ☒ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☐ **CONSENT**
- ☐ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Certificate of Achievement and Badge presented to the following Helotes Fire Department personnel in recognition of a promotion in rank:

- N. Edward "Eddie' Haynes – Deputy Fire Chief / Fire Marshal; and
- Vincent Rowel – Firefighter / Engineer. (Staff)

EXECUTIVE SUMMARY:

Traditional fire department classification ranks are necessary to maintain structure and the control of daily non-emergency activities, proper fire response, and emergency scene management. The Helotes Fire Department has evolved into a full-time professional municipal fire department, recognizing that the fire service relies on a traditional chain of command rank to function effectively and efficiently.

- Fire Marshal / Captain N. Edward "Eddie" Haynes is promoted to the rank of Deputy Fire Chief / Fire Marshal. The Deputy Fire Chief / Fire Marshal functions within the rank structure as "second-in-command" of the Fire Department.

- Firefighter / Paramedic Vincent Rowell is promoted to the rank of Firefighter / Engineer. The Firefighter / Engineer functions within the fire department as an engine company member whose primary duty is to ensure that all operations involving fire apparatus operate effectively and efficiently each time his or her specialized skills are called upon.

The Fire Chief and Mayor will present a Certificate of Achievement and Badge to Deputy Fire Chief Haynes and Engineer Rowell. Their uniforms will be pinned by a family member, respectively.

PREPARED BY: Scott Moreland, Fire Chief

DATE SUBMITTED: October 23, 2020

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL
OCTOBER 8, 2020

The City of Helotes City Council met for a regular meeting Thursday, October 8, 2020 at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas. Due to COVID-19, this meeting was conducted via teleconference.

Present: Thomas A. Schoolcraft, Mayor
Alex Blue, Mayor Pro Tem
Alan Holmes
Bert Buys (via teleconference)
Cynthia Massey
Paul Friedrichs

Staff Present: Marian Mendoza, City Administrator
Celina Perez, City Secretary

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. Council Member Holmes led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

OPEN SESSION:

2. Citizens to be Heard. (Via Teleconference)

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 3 - 5): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Holmes, second by Mayor Pro Tem Blue, to approve items 3 through 5 on the consent agenda. Motion to approve carried unanimously.

3. ** **Approval of the minutes of the Regular Meeting dated September 24, 2020. (Staff)**

4. ** **Approval of cancelling of the November 26, 2020 and December 24, 2020 City Council Regular Meetings due to the Thanksgiving and Christmas holidays. (Staff)**

5. ** **Acceptance of the resignation of Ron Lane from the City of Helotes Economic Development Corporation Board of Directors, Place Two. (Director Lane)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

6. Discussion of and action on the appointment of Melody Pope Cooper to the Economic Development Corporation Board of Directors, Place Two, with a term expiring September 30, 2022. (Mayor Schoolcraft)

DRAFT

Melody Pope Cooper introduced herself to Council.

Motion was made by Council Member Massey, second by Council Member Friedrichs, to discuss and act on this item as written.

Motion to approve the item as written carried unanimously.

7. Discussion of and action on considering a replacement for Place One of the City of Helotes Economic Development Corporation Board of Directors, pursuant to Resolution No. 17-017 *Amended EDC Articles of Incorporation*, Section Ten *Board of Directors*. (Staff)

Motion was made by Council Member Massey, second by Council Member Holmes, to discuss and act on this item as written.

During fiscal year period 2019-2020, Phyllis Jackson, Director for Place 1, missed four regular meetings. In accordance with the EDC Articles of Incorporation, a Director shall be considered for replacement if more than three regular meetings are missed within a fiscal year period. Director Jackson advised her absences were due to health, and added she is the primary caregiver for her mother, and does not know what that entails for the future. Nonetheless, Director Jackson advised she wished to continue as an EDC Director.

Discussion included fiscal year period 2020-2021 began on October 1, 2020. If Director Jackson continues to serve, and then misses four regular meetings in the new fiscal year period, Council shall have to consider this item again. Council Member Buys stressed the importance of attendance, and suggested replacing Director Jackson, due to her uncertainty of attending future meetings.

Motion to amend was made by Council Member Massey to retain Phyllis Jackson as Director for Place 1 on the EDC Board of Directors. Second by Council Member Holmes.

Motion to approve carried: 4 Ayes – Council Member Holmes, Mayor Pro Tem Blue, Council Member Friedrichs, and Council Member Massey; 1 Nay – Council Member Buys.

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:20 p.m.

ATTEST: _____ Thomas A. Schoolcraft, Mayor

_____
Celina Perez, City Secretary

DRAFT

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
PROPERTY TAXES	3,210,265.16	5,120.02	2,975,535.69	234,729.47	92.69
NON-PROPERTY TAXES	2,985,138.00	288,541.95	3,249,990.79	(264,852.79)	108.87
FRANCHISE TAXES	746,183.79	62,888.91	729,503.99	16,679.80	97.76
LICENSES & FEES	512,818.04	41,888.89	336,500.85	176,317.19	65.62
MUNICIPAL COURT FINES	570,612.35	49,403.80	602,945.88	(32,333.53)	105.67
MISCELLANEOUS REVENUE	219,109.45	715.54	135,278.02	83,831.43	61.74
FIRE DEPARTMENT REVENUE	130,199.41	6,896.62	132,312.76	(2,113.35)	101.62
DESIGNATED REVENUES	32,515.13	1,156.30	22,671.00	9,844.13	69.72
TOTAL REVENUES	8,406,841.33	456,612.03	8,184,738.98	222,102.35	97.36
EXPENDITURE SUMMARY					
CITY COUNCIL	4,528.00	1,825.11	2,867.88	1,660.12	63.34
ADMINISTRATION	2,516,819.48	406,618.50	2,415,115.98	101,703.50	95.96
DISPATCH	525,423.26	33,621.13	470,333.89	55,089.37	89.52
CITY SECRETARY	94,364.26	6,899.27	82,756.80	11,607.46	87.70
MUNICIPAL COURT	618,758.66	112,636.68	616,280.27	2,478.39	99.60
HUMAN RESOURCES	155,035.94	8,845.76	117,527.36	37,508.58	75.81
DEVELOPMENT SERVICES	132,177.02	21,400.98	134,682.53	(2,505.51)	101.90
ANIMAL CONTROL PUB WKS	455,472.17	79,019.93	426,912.81	28,559.36	93.73
BUILDING & GROUNDS	336,371.02	40,508.03	279,288.25	57,082.77	83.03
POLICE DEPARTMENT	1,812,183.41	132,655.46	1,811,804.44	378.97	99.98
FIRE DEPARTMENT	1,313,351.49	126,160.68	1,326,223.90	(12,872.41)	100.98
EMS	404,130.64	22,416.24	383,075.59	21,055.05	94.79
TOTAL EXPENDITURES	8,368,615.35	992,607.77	8,066,869.70	301,745.65	96.39
REVENUES OVER/(UNDER) EXPENDITURES	38,225.98	(535,995.74)	117,869.28	(79,643.30)	308.35

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PROPERTY TAXES					
400-3110 AD VALOREM	3,199,197.16	3,012.08	2,965,309.42	233,887.74	92.69
400-3120 DELINQUENT	11,068.00	2,107.94	10,226.27	841.73	92.39
TOTAL PROPERTY TAXES	3,210,265.16	5,120.02	2,975,535.69	234,729.47	92.69
NON-PROPERTY TAXES					
401-3140 SALES	2,940,467.00	284,113.33	3,208,570.57	(268,103.57)	109.12
401-3150 MIXED BEVERAGE	43,923.00	4,428.62	39,788.06	4,134.94	90.59
401-3170 BINGO	748.00	0.00	1,632.16	(884.16)	218.20
TOTAL NON-PROPERTY TAXES	2,985,138.00	288,541.95	3,249,990.79	(264,852.79)	108.87
FRANCHISE TAXES					
402-3200 ELECTRIC	393,155.00	0.00	415,755.79	(22,600.79)	105.75
402-3210 CABLE	117,895.79	(0.01)	90,565.96	27,329.83	76.82
402-3220 SOLID WASTE	58,410.00	21,269.71	94,388.59	(35,978.59)	161.60
402-3230 NATURAL GAS	62,169.00	0.00	47,812.53	14,356.47	76.91
402-3240 TELECOMMUNICATIONS	20,720.00	6.84	15,459.68	5,260.32	74.61
402-3250 WATER SYSTEM	34,307.00	39,162.37	39,162.37	(4,855.37)	114.15
402-3260 TELECOMMUNICATIONS TOWER	48,502.00	0.00	18,151.07	30,350.93	37.42
402-3270 TOWING FRANCHISE FEES	11,025.00	2,450.00	8,208.00	2,817.00	74.45
402-3280 COVID-19 CARES ACT REIMB	0.00	0.00	0.00	0.00	0.00
TOTAL FRANCHISE TAXES	746,183.79	62,888.91	729,503.99	16,679.80	97.76
LICENSES & FEES					
404-3300 BUILDING PERMITS	297,821.29	35,661.32	211,701.62	86,119.67	71.08
404-3305 REINSPECTION FEES	82,328.01	2,257.20	41,302.50	41,025.51	50.17
404-3310 SIGN PERMITS	4,757.22	49.20	2,552.64	2,204.58	53.66
404-3320 CERT OF OCCUPANCY PERMITS	3,100.67	250.40	3,562.60	(461.93)	114.90
404-3330 SUBCONTRACTOR PERMITS	5,458.85	1,196.80	9,713.90	(4,255.05)	177.95
404-3340 PLATTING FEES	34,125.72	(132.93)	17,408.60	16,717.12	51.01
404-3350 PLANNING & ZONING FEES	2,792.23	384.30	1,983.10	809.13	71.02
404-3359 ADDRESS CHANGE FEE	0.00	0.00	28.50	(28.50)	0.00
404-3370 ANIMAL CONTROL FEES	3,066.96	244.60	3,563.75	(496.79)	116.20
404-3380 FOOD LICENSES	32,251.63	341.10	26,950.14	5,301.49	83.56
404-3390 LIQUOR LICENSES	9,026.25	0.00	1,000.00	8,026.25	11.08
404-3440 ENCROACHMENT LICENSES	200.00	0.00	0.00	200.00	0.00
404-3460 PEDDLER LICENSES	2,390.86	125.40	1,994.70	396.16	83.43
404-3500 STREET CUT PERMITS	1,115.26	556.00	2,919.00	(1,803.74)	261.73
404-3504 FEES IN LIEU - DETENTION	5,946.00	0.00	0.00	5,946.00	0.00
404-3510 DRIVEWAY PERMITS	688.36	125.20	500.80	187.56	72.75
404-3520 TREE REMOVAL PERMITS	22,545.20	705.30	4,816.60	17,728.60	21.36
404-3530 FALSE ALARM FEES	1,084.62	125.00	2,575.00	(1,490.38)	237.41
404-3540 OTHER PERMITS & FEES	790.49	0.00	313.50	476.99	39.66
404-3570 FLOOD PLAIN DEV. PERMITS	3,328.42	0.00	3,613.90	(285.48)	108.58
TOTAL LICENSES & FEES	512,818.04	41,888.89	336,500.85	176,317.19	65.62

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MUNICIPAL COURT FINES					
405-1010 COURT FINES	400,610.06	33,266.50	476,144.44	(75,534.38)	118.85
405-1020 WARRANT FINES	170,002.29	16,137.30	126,801.44	43,200.85	74.59
TOTAL MUNICIPAL COURT FINES	570,612.35	49,403.80	602,945.88	(32,333.53)	105.67
MISCELLANEOUS REVENUE					
406-1010 INTEREST EARNED	76,776.00	297.35	22,507.54	54,268.46	29.32
406-1020 MISCELLANEOUS	14,796.00	290.28	26,495.22	(11,699.22)	179.07
406-1021 TRANSFERS IN EDC MARKETING	0.00	0.00	9,392.07	(9,392.07)	0.00
406-1025 CREDIT CARD FEES	0.00	36.11	1,303.32	(1,303.32)	0.00
406-1030 SALE OF SURPLUS ASSETS	100.00	0.00	0.00	100.00	0.00
406-1040 MONEY FROM OTHER ENTITIES	100.00	0.00	0.00	100.00	0.00
406-1050 REIMBURSEMENT FROM EDC	5,400.00	0.00	15,000.00	(9,600.00)	277.78
406-1080 DISPATCH FEES	5,004.00	1,668.00	5,838.00	(834.00)	116.67
406-1085 MARKETPLACE @ OTHSD	116,933.45	(1,576.20)	54,741.87	62,191.58	46.81
TOTAL MISCELLANEOUS REVENUE	219,109.45	715.54	135,278.02	83,831.43	61.74
FIRE DEPARTMENT REVENUE					
407-1050 FIRE DEPT SERVICE FEES	306.39	0.00	225.00	81.39	73.44
407-1055 EMS SERVICE FEES	129,893.02	6,896.62	132,087.76	(2,194.74)	101.69
TOTAL FIRE DEPARTMENT REVENUE	130,199.41	6,896.62	132,312.76	(2,113.35)	101.62
DESIGNATED REVENUES					
408-1060 IMPOUND FEES	32,515.13	1,156.30	22,671.00	9,844.13	69.72
TOTAL DESIGNATED REVENUES	32,515.13	1,156.30	22,671.00	9,844.13	69.72
TOTAL REVENUES	8,406,841.33	456,612.03	8,184,738.98	222,102.35	97.36

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
CITY COUNCIL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
500-5203 SCHOOLS & SEMINARS	830.00	0.00	18.00	812.00	2.17
TOTAL CONTRACTUAL SERVICES	830.00	0.00	18.00	812.00	2.17
COMMODITIES					
500-5326 EXPENSE REIMBURSEMENT	1,898.00	1,408.73	1,707.63	190.37	89.97
500-5328 UNIFORM ALLOWANCE	1,800.00	416.38	1,142.25	657.75	63.46
TOTAL COMMODITIES	3,698.00	1,825.11	2,849.88	848.12	77.07
TOTAL CITY COUNCIL	4,528.00	1,825.11	2,867.88	1,660.12	63.34

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 SALARIES	314,068.92	22,067.47	264,925.05	49,143.87	84.35
510-5102 OVERTIME	1,806.00	0.00	518.88	1,287.12	28.73
510-5103 SOCIAL SECURITY	24,471.50	1,587.64	19,492.23	4,979.27	79.65
510-5104 RETIREMENT	22,804.02	1,600.25	18,490.66	4,313.36	81.09
510-5105 HEALTH INSURANCE	18,060.48	2,301.09	13,429.17	4,631.31	74.36
510-5107 WORKER'S COMPENSATION	67,918.00	0.00	67,918.00	0.00	100.00
510-5108 UNEMPLOYMENT	1,089.00	63.60	804.60	284.40	73.88
510-5111 LONGEVITY PAY	3,540.00	0.00	1,970.00	1,570.00	55.65
510-5115 LIFE INSURANCE & DISABILITY	3,584.52	276.08	3,238.84	345.68	90.36
510-5116 VISION & DENTAL INSURANCE	1,659.36	223.14	1,415.84	243.52	85.32
510-5117 CELLULAR ALLOWANCE	1,680.00	0.00	1,440.51	239.49	85.74
TOTAL PERSONNEL	460,681.80	28,119.27	393,643.78	67,038.02	85.45
CONTRACTUAL SERVICES					
510-5200 COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00	0.00
510-5201 BANK FEES	8,952.00	745.25	4,199.85	4,752.15	46.92
510-5202 MEMBERSHIPS & LICENSES	5,260.00	489.95	7,284.96	(2,024.96)	138.50
510-5203 SCHOOLS & SEMINARS	12,377.00	275.00	3,713.31	8,663.69	30.00
510-5204 ACCOUNTANT	0.00	500.00	1,250.00	(1,250.00)	0.00
510-5206 CITY ATTORNEY	39,669.82	20,511.26	48,299.70	(8,629.88)	121.75
510-5207 CITY AUDITOR	16,300.00	0.00	14,600.00	1,700.00	89.57
510-5208 BEXAR APPRAISAL DIST	14,420.00	0.00	18,194.00	(3,774.00)	126.17
510-5210 OTHER CONTRACTUAL SERVICE	0.00	(100.50)	(100.50)	100.50	0.00
510-5214 COMPUTER CONTRACTS	75,842.00	3,850.00	74,020.36	1,821.64	97.60
510-5229 CITY ENGINEER	29,617.09	0.00	29,102.87	514.22	98.26
510-5231 BUILDING OFFICIAL	156,987.27	14,550.00	106,875.00	50,112.27	68.08
510-5234 HEALTH INSPECTOR	15,600.00	2,600.00	11,700.00	3,900.00	75.00
TOTAL CONTRACTUAL SERVICES	375,025.18	43,420.96	319,139.55	55,885.63	85.10
COMMODITIES					
510-5301 OFFICE SUPPLIES	7,695.00	671.05	3,959.61	3,735.39	51.46
510-5302 OPERATING SUPPLIES	19,411.00	1,174.34	10,151.02	9,259.98	52.30
510-5305 TECHNOLOGY & EQUIPMENT	82,412.00	1,950.29	77,274.48	5,137.52	93.77
510-5323 POSTAGE & POSTAL EQUIPMENT	12,809.00	580.65	9,107.58	3,701.42	71.10
510-5324 UNIFORM ALLOWANCE	600.00	0.00	525.00	75.00	87.50
510-5330 COPIERS & PRINTERS	26,395.00	2,160.72	26,003.64	391.36	98.52
510-5332 PRINTING & ADVERTISING	600.00	875.00	875.00	(275.00)	145.83
510-5333 380 AGMT. EXPENSES	1,168,434.00	327,666.22	1,214,189.16	(45,755.16)	103.92
510-5334 TRANSFER OUT TO CAP. FUND	237,270.50	0.00	237,270.50	0.00	100.00
TOTAL COMMODITIES	1,555,626.50	335,078.27	1,579,355.99	(23,729.49)	101.53
LIABILITY/HAZARD/FIDELTY					
510-5401 INSURANCES	125,486.00	0.00	122,976.66	2,509.34	98.00
TOTAL LIABILITY/HAZARD/FIDELTY	125,486.00	0.00	122,976.66	2,509.34	98.00
TOTAL ADMINISTRATION	2,516,819.48	406,618.50	2,415,115.98	101,703.50	95.96

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
DISPATCH
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
515-5101 SALARIES	364,876.24	22,704.79	337,630.83	27,245.41	92.53
515-5102 OVERTIME	3,977.00	29.43	2,500.71	1,476.29	62.88
515-5103 SOCIAL SECURITY	29,436.91	1,710.94	26,531.35	2,905.56	90.13
515-5104 RETIREMENT	29,706.27	1,784.84	26,692.50	3,013.77	89.85
515-5105 HEALTH INSURANCE	40,636.08	5,553.16	31,741.20	8,894.88	78.11
515-5106 PSYCH & DRUG TESTING	250.00	464.00	1,564.60 (	1,314.60)	625.84
515-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
515-5108 UNEMPLOYMENT	1,458.00	0.53	1,450.08	7.92	99.46
515-5111 LONGEVITY PAY	5,700.00	0.00	5,420.00	280.00	95.09
515-5112 CERTIFICATION PAY	7,200.00	415.44	5,839.24	1,360.76	81.10
515-5115 LIFE INSURANCE & DISABILITY	4,717.20	306.58	4,428.86	288.34	93.89
515-5116 VISION & DENTAL INSURANCE	3,733.56	483.98	3,145.87	587.69	84.26
515-5117 CELLULAR ALLOWANCE	3,780.00	0.00	3,465.00	315.00	91.67
TOTAL PERSONNEL	495,471.26	33,453.69	450,410.24	45,061.02	90.91
CONTRACTUAL SERVICES					
515-5200 COMMUNICATION EQUIPMENT	2,553.00	89.50	376.15	2,176.85	14.73
515-5203 SCHOOLS & SEMINARS	4,551.00	14.95	2,504.86	2,046.14	55.04
515-5210 OTHER CONTRACTS	0.00	0.00	0.00	0.00	0.00
515-5211 HARRIS RADIO AGREEMENT	2,888.00	0.00	0.00	2,888.00	0.00
515-5212 FLEETMATICS GPS	3,056.00	0.00	2,159.07	896.93	70.65
TOTAL CONTRACTUAL SERVICES	13,048.00	104.45	5,040.08	8,007.92	38.63
COMMODITIES					
515-5302 OPERATING SUPPLIES	1,500.00	0.00	1,066.43	433.57	71.10
515-5324 UNIFORM ALLOWANCE	3,240.00	0.00	3,210.00	30.00	99.07
515-5330 COMMUNICATION & TECHNOLOGY	12,164.00	62.99	10,607.14	1,556.86	87.20
TOTAL COMMODITIES	16,904.00	62.99	14,883.57	2,020.43	88.05
TOTAL DISPATCH	525,423.26	33,621.13	470,333.89	55,089.37	89.52

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
CITY SECRETARY
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
520-5101 SALARIES	54,087.58	4,137.20	53,521.48	566.10	98.95
520-5103 SOCIAL SECURITY	4,202.72	297.02	3,925.91	276.81	93.41
520-5104 RETIREMENT	4,241.18	318.98	4,066.00	175.18	95.87
520-5105 HEALTH INSURANCE	4,515.12	675.47	4,716.63	(201.51)	104.46
520-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
520-5108 UNEMPLOYMENT	162.00	0.00	144.00	18.00	88.89
520-5111 LONGEVITY PAY	280.00	0.00	280.00	0.00	100.00
520-5115 LIFE INSURANCE & DISABILITY	664.92	54.95	712.08	(47.16)	107.09
520-5116 VISION & DENTAL INSURANCE	414.84	69.14	449.41	(34.57)	108.33
520-5117 CELLULAR ALLOWANCE	420.00	0.00	420.00	0.00	100.00
TOTAL PERSONNEL	68,988.36	5,552.76	68,235.51	752.85	98.91
CONTRACTUAL SERVICES					
520-5200 COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00	0.00
520-5202 MEMBERSHIPS & LICENSES	145.00	0.00	145.00	0.00	100.00
520-5203 SCHOOLS & SEMINARS	274.00	0.00	94.02	179.98	34.31
520-5210 OTHER CONTRACTUAL SERVICES	5,693.00	132.21	5,633.10	59.90	98.95
520-5211 ELECTION OFFICIALS	11,493.90	0.00	0.00	11,493.90	0.00
520-5216 CODIFICATION	1,825.00	0.00	1,375.00	450.00	75.34
TOTAL CONTRACTUAL SERVICES	19,430.90	132.21	7,247.12	12,183.78	37.30
COMMODITIES					
520-5324 UNIFORM ALLOWANCE	150.00	0.00	150.00	0.00	100.00
520-5331 ADVERTISING	5,795.00	1,214.30	7,124.17	(1,329.17)	122.94
TOTAL COMMODITIES	5,945.00	1,214.30	7,274.17	(1,329.17)	122.36
TOTAL CITY SECRETARY	94,364.26	6,899.27	82,756.80	11,607.46	87.70

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
MUNICIPAL COURT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
530-5101 SALARIES	200,296.02	14,688.78	188,358.86	11,937.16	94.04
530-5102 OVERTIME	710.00	29.51	635.57	74.43	89.52
530-5103 SOCIAL SECURITY	15,956.07	1,131.00	15,015.27	940.80	94.10
530-5104 RETIREMENT	14,629.09	1,083.71	14,034.92	594.17	95.94
530-5105 HEALTH INSURANCE	18,060.48	3,113.90	19,261.10	(1,200.62)	106.65
530-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
530-5108 UNEMPLOYMENT	972.00	50.00	662.83	309.17	68.19
530-5110 PRE-EMPLOYMENT PHYSICALS	0.00	0.00	0.00	0.00	0.00
530-5111 LONGEVITY PAY	3,450.00	0.00	3,450.00	0.00	100.00
530-5112 CERTIFICATION PAY	900.00	92.32	1,130.92	(230.92)	125.66
530-5115 LIFE INSURANCE & DISABILITY	2,303.64	190.95	2,475.73	(172.09)	107.47
530-5116 VISION & DENTAL INSURANCE	1,659.36	276.56	1,797.64	(138.28)	108.33
530-5117 CELLULAR ALLOWANCE	1,680.00	0.00	1,020.00	660.00	60.71
TOTAL PERSONNEL	260,616.66	20,656.73	247,842.84	12,773.82	95.10
CONTRACTUAL SERVICES					
530-5200 COMMUNICATION EQUIPMENT	2,553.00	0.00	234.65	2,318.35	9.19
530-5201 SUBSCRIPTIONS	197.00	0.00	375.00	(178.00)	190.36
530-5202 MEMBERSHIPS / LICENSES	0.00	0.00	0.00	0.00	0.00
530-5203 SCHOOLS & SEMINARS	4,747.00	50.00	1,734.91	3,012.09	36.55
530-5219 MUNICIPAL COURT JUDGES	15,818.00	2,800.00	13,000.00	2,818.00	82.18
530-5221 PROSECUTOR	29,359.00	7,191.20	29,947.11	(588.11)	102.00
530-5222 OPERATIONAL SUPPLIES	9,384.00	5,603.10	14,284.36	(4,900.36)	152.22
530-5224 SOFTWARE & HARDWARE	4,111.00	0.00	198.00	3,913.00	4.82
530-5228 WARRANT FEES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	66,169.00	15,644.30	59,774.03	6,394.97	90.34
COMMODITIES					
530-5303 COMMUNICATION & TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
530-5324 UNIFORM ALLOWANCE	2,250.00	0.00	1,995.00	255.00	88.67
530-5330 COURT FEES	289,723.00	76,335.65	306,668.40	(16,945.40)	105.85
TOTAL COMMODITIES	291,973.00	76,335.65	308,663.40	(16,690.40)	105.72
TOTAL MUNICIPAL COURT	618,758.66	112,636.68	616,280.27	2,478.39	99.60

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
HUMAN RESOURCES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
535-5101 SALARIES	110,559.54	6,183.15	82,666.80	27,892.74	74.77
535-5103 SOCIAL SECURITY	8,814.29	473.01	7,040.33	1,773.96	79.87
535-5104 RETIREMENT	8,894.95	476.71	6,440.20	2,454.75	72.40
535-5105 HEALTH INSURANCE	9,030.24	1,488.28	9,931.63	(901.39)	109.98
535-5107 WORKERS COMPENSATION	0.20	0.00	0.00	0.20	0.00
535-5108 UNEMPLOYMENT	324.00	0.00	330.94	(6.94)	102.14
535-5111 LONGEVITY	3,520.00	0.00	3,520.00	0.00	100.00
535-5115 LIFE INSURANCE & DISABILITY	1,379.04	86.33	1,369.66	9.38	99.32
535-5116 VISION & DENTAL INSURANCE	829.68	138.28	916.50	(86.82)	110.46
535-5117 CELLULAR ALLOWANCE	840.00	0.00	630.00	210.00	75.00
TOTAL PERSONNEL	144,191.94	8,845.76	112,846.06	31,345.88	78.26
CONTRACTUAL SERVICES					
535-5200 COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00	0.00
535-5201 COBRA	1,244.00	0.00	1,361.75	(117.75)	109.47
535-5202 MEMBERSHIPS & LICENSES	5,000.00	0.00	1,470.00	3,530.00	29.40
535-5203 SCHOOLS & SEMINARS	2,000.00	0.00	848.88	1,151.12	42.44
535-5204 SCHOOLS & SEMINARS	1,500.00	0.00	573.82	926.18	38.25
TOTAL CONTRACTUAL SERVICES	9,744.00	0.00	4,254.45	5,489.55	43.66
COMMODITIES					
535-5324 UNIFORM ALLOWANCE	300.00	0.00	225.00	75.00	75.00
535-5325 EMPLOYEE RECOGNITION	800.00	0.00	201.85	598.15	25.23
TOTAL COMMODITIES	1,100.00	0.00	426.85	673.15	38.80
TOTAL HUMAN RESOURCES	155,035.94	8,845.76	117,527.36	37,508.58	75.81

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
DEVELOPMENT SERVICES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
540-5101 SALARIES	95,575.39	7,326.28	94,800.29	775.10	99.19
540-5102 OVERTIME	213.00	0.61	182.09	30.91	85.49
540-5103 SOCIAL SECURITY	7,628.99	562.02	7,552.89	76.10	99.00
540-5104 RETIREMENT	7,698.80	568.45	7,393.65	305.15	96.04
540-5105 HEALTH INSURANCE	9,030.24	812.81	4,848.16	4,182.08	53.69
540-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
540-5108 UNEMPLOYMENT	324.00	52.97	340.97	(16.97)	105.24
540-5111 LONGEVITY PAY	2,410.00	0.00	2,410.00	0.00	100.00
540-5112 CERTIFICATION PAY	600.00	46.16	600.08	(0.08)	100.01
540-5115 LIFE INSURANCE & DISABILITY	1,192.92	99.14	1,285.04	(92.12)	107.72
540-5116 VISION & DENTAL INSURANCE	829.68	69.14	449.41	380.27	54.17
540-5117 CELLULAR ALLOWANCE	840.00	0.00	735.00	105.00	87.50
TOTAL PERSONNEL	126,343.02	9,537.58	120,597.58	5,745.44	95.45
CONTRACTUAL SERVICES					
540-5200 COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00	0.00
540-5203 SCHOOLS & SEMINARS	135.00	0.00	150.00	(15.00)	111.11
540-5205 TECHNOLOGY & EQUIPMENT	5,399.00	3,200.00	4,971.55	427.45	92.08
540-5229 CITY ENGINEER	0.00	8,663.40	8,663.40	(8,663.40)	0.00
540-5231 BUILDING INSPECTOR	0.00	0.00	0.00	0.00	0.00
540-5234 HEALTH INSPECTOR	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,534.00	11,863.40	13,784.95	(8,250.95)	249.10
COMMODITIES					
540-5324 UNIFORM ALLOWANCE	300.00	0.00	300.00	0.00	100.00
TOTAL COMMODITIES	300.00	0.00	300.00	0.00	100.00
TOTAL DEVELOPMENT SERVICES	132,177.02	21,400.98	134,682.53	(2,505.51)	101.90

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
ANIMAL CONTROL PUB WKS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
545-5101 SALARIES	263,172.00	20,272.61	261,698.51	1,473.49	99.44
545-5102 OVERTIME	8,286.00	60.38	3,129.64	5,156.36	37.77
545-5103 SOCIAL SECURITY	20,919.08	1,565.51	20,525.57	393.51	98.12
545-5104 RETIREMENT	21,110.50	1,581.90	20,257.21	853.29	95.96
545-5105 HEALTH INSURANCE	31,605.84	5,613.42	31,773.08	(167.24)	100.53
545-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
545-5108 UNEMPLOYMENT	1,134.00	0.00	1,008.00	126.00	88.89
545-5111 LONGEVITY	3,440.00	0.00	3,440.00	0.00	100.00
545-5112 CERTIFICATION PAY	1,800.00	184.64	2,331.08	(531.08)	129.50
545-5115 LIFE INSURANCE & DISABILITY	3,472.92	291.90	3,780.49	(307.57)	108.86
545-5116 VISION & DENTAL INSURANCE	2,903.88	483.98	3,145.87	(241.99)	108.33
TOTAL PERSONNEL	357,844.22	30,054.34	351,089.45	6,754.77	98.11
CONTRACTUAL SERVICES					
545-5200 COMMUNICATION EQUIPMENT	8,364.00	757.31	8,214.08	149.92	98.21
545-5202 MEMBERSHIPS & LICENSES	3,247.00	0.00	1,455.00	1,792.00	44.81
545-5203 SCHOOLS & SEMINARS	4,102.00	0.00	3,898.76	203.24	95.05
545-5228 ANIMAL CONTROL	8,961.00	1,207.97	6,095.02	2,865.98	68.02
545-5230 STREETS/RIGHT OF WAYS	15,501.00	4,919.31	17,027.30	(1,526.30)	109.85
545-5231 DRAINAGE/STORM WATER	1,833.00	35,737.00	843.17	989.83	46.00
545-5236 TRAFFIC SIGNAL MAINTENANCE	212.00	0.00	7,357.15	(7,145.15)	3,470.35
TOTAL CONTRACTUAL SERVICES	42,220.00	42,621.59	44,890.48	(2,670.48)	106.33
COMMODITIES					
545-5302 OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
545-5306 MOTOR FUEL & LUBRICANTS	13,145.45	1,253.30	7,252.85	5,892.60	55.17
545-5318 VEHICLES & EQUIPMENT	0.00	2,837.40	2,837.40	(2,837.40)	0.00
545-5324 UNIFORM ALLOWANCE	5,040.00	879.44	6,086.20	(1,046.20)	120.76
545-5325 PARKS & MAINTENANCE	0.00	326.67	326.67	(326.67)	0.00
TOTAL COMMODITIES	18,185.45	5,296.81	16,503.12	1,682.33	90.75
CAPITAL OUTLAY					
545-5501 VEHICLES & EQUIPMENT	37,222.50	1,047.19	14,429.76	22,792.74	38.77
TOTAL CAPITAL OUTLAY	37,222.50	1,047.19	14,429.76	22,792.74	38.77
TOTAL ANIMAL CONTROL PUB WKS	455,472.17	79,019.93	426,912.81	28,559.36	93.73

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
BUILDING & GROUNDS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
550-5210 OTHER CONTRACTUAL SERVICES	10,483.25	200.00	4,654.02	5,829.23	44.39
550-5231 COVID19 VIRUS	0.00	8,004.68	21,297.92	(21,297.92)	0.00
550-5237 WATER	9,652.00	900.40	7,666.69	1,985.31	79.43
550-5238 GAS	4,777.00	341.04	4,216.04	560.96	88.26
550-5239 ELECTRIC	65,739.27	12,157.13	72,835.99	(7,096.72)	110.80
550-5240 TELEPHONE	26,399.00	7,010.25	29,634.37	(3,235.37)	112.26
550-5241 BUILDING MAINTENANCE	84,273.50	3,526.57	48,619.65	35,653.85	57.69
550-5242 CITY CUSTODIAN	16,806.00	835.00	11,202.60	5,603.40	66.66
550-5243 GROUNDS MAINTENANCE	17,026.00	118.75	6,129.14	10,896.86	36.00
550-5244 LANDSCAPING SERVICES	5,202.00	9.99	1,453.60	3,748.40	27.94
550-5245 INTERNET & CABLE	6,647.00	588.89	6,938.29	(291.29)	104.38
550-5247 COPIERS & PRINTERS	0.00	0.00	0.00	0.00	0.00
550-5248 IT EQUIPMENT/MAINTENANCE	0.00	0.00	0.00	0.00	0.00
550-5249 IT SOFTWARE LICENSES/AGREEMENT	0.00	0.00	0.00	0.00	0.00
550-5250 IT MANAGED SERVICES/PROJECTS	0.00	0.00	0.00	0.00	0.00
550-5251 WEBSITE MAINTENANCE/LICENSES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	247,005.02	33,692.70	214,648.31	32,356.71	86.90
COMMODITIES					
550-5302 OPERATING SUPPLIES	3,277.00	155.81	2,157.32	1,119.68	65.83
TOTAL COMMODITIES	3,277.00	155.81	2,157.32	1,119.68	65.83
CAPITAL OUTLAY					
550-5510 MISCELLANEOUS EXPENSES	40,000.00	4,546.22	4,546.22	35,453.78	11.37
550-5511 COMMUNICATIONS & EVENTS	0.00	39.99	39.99	(39.99)	0.00
550-5520 PARKS & RECREATION	24,400.00	2,073.31	38,052.62	(13,652.62)	155.95
550-5521 HELOTES AREA COMMUNITY BAND	5,000.00	0.00	3,436.76	1,563.24	68.74
550-5525 MARKETPLACE @ OTHSD	16,689.00	0.00	16,407.03	281.97	98.31
TOTAL CAPITAL OUTLAY	86,089.00	6,659.52	62,482.62	23,606.38	72.58
TOTAL BUILDING & GROUNDS	336,371.02	40,508.03	279,288.25	57,082.77	83.03

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
POLICE DEPARTMENT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
560-5101 SALARIES	1,189,044.30	85,208.82	1,179,047.35	9,996.95	99.16
560-5102 OVERTIME	28,331.00	2,746.74	44,994.05	(16,663.05)	158.82
560-5103 SOCIAL SECURITY	95,985.64	6,599.87	96,200.67	(215.03)	100.22
560-5104 RETIREMENT	95,032.76	6,820.93	95,680.25	(647.49)	100.68
560-5105 HEALTH INSURANCE	103,847.76	17,791.27	103,386.57	461.19	99.56
560-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
560-5108 UNEMPLOYMENT	4,050.00	46.48	3,810.16	239.84	94.08
560-5110 PRE-EMPLOYEMNT PHYSICAL	0.00	0.00	0.00	0.00	0.00
560-5111 LONGEVITY PAY	29,670.00	0.00	25,730.00	3,940.00	86.72
560-5112 CERTIFICATION PAY	10,200.00	715.48	10,420.54	(220.54)	102.16
560-5115 LIFE INSURANCE & DISABILITY	14,486.88	1,098.44	15,184.54	(697.66)	104.82
560-5116 VISION & DENTAL INSURANCE	9,541.32	1,555.65	9,960.79	(419.47)	104.40
560-5117 CELLULAR ALLOWANCE	9,660.00	0.00	9,660.00	0.00	100.00
TOTAL PERSONNEL	1,589,849.66	122,583.68	1,594,074.92	(4,225.26)	100.27
CONTRACTUAL SERVICES					
560-5200 COMMUNICATION EQUIPMENT	3,063.00	893.89	5,918.57	(2,855.57)	193.23
560-5201 SUBSCRIPTIONS	144.00	0.00	0.00	144.00	0.00
560-5210 OTHER CONTRACTUAL SERVICES	16,535.00	0.00	9,219.85	7,315.15	55.76
560-5250 IMPOUND FEES - WRECKER	7,570.00	2,640.00	9,000.00	(1,430.00)	118.89
560-5251 IMPOUND FEES - MISC	805.00	0.00	0.00	805.00	0.00
TOTAL CONTRACTUAL SERVICES	28,117.00	3,533.89	24,138.42	3,978.58	85.85
COMMODITIES					
560-5301 OFFICE SUPPLIES	3,885.00	808.25	4,255.73	(370.73)	109.54
560-5302 OPERATING SUPPLIES	7,974.00	1,195.17	5,547.81	2,426.19	69.57
560-5303 COMMUNICATION & TECHNOLOGY	104,327.00	0.00	117,966.89	(13,639.89)	113.07
560-5306 MOTOR FUEL & LUBRICANT	24,647.00	4,787.68	27,164.98	(2,517.98)	110.22
560-5310 AMMUNITION	2,500.00	0.00	1,695.00	805.00	67.80
560-5311 BULLET-PROOF VESTS	3,174.75	0.00	2,762.36	412.39	87.01
560-5318 VEHICLE MAINTENANCE	14,069.00	(253.21)	15,982.62	(1,913.62)	113.60
560-5324 UNIFORM ALLOWANCE	16,140.00	0.00	15,980.00	160.00	99.01
560-5326 SCHOOLS & SEMINARS	16,500.00	0.00	2,235.71	14,264.29	13.55
560-5332 PRINTING	500.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	193,716.75	6,537.89	193,591.10	125.65	99.94
CAPITAL OUTLAY					
560-5502 FURNITURE & FIXTURES	500.00	0.00	0.00	500.00	0.00
TOTAL CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
TOTAL POLICE DEPARTMENT	1,812,183.41	132,655.46	1,811,804.44	378.97	99.98

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
FIRE DEPARTMENT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
580-5101 SALARIES	853,924.80	64,235.18	872,611.97	(18,687.17)	102.19
580-5102 OVERTIME	91,239.00	16,919.05	91,627.52	(388.52)	100.43
580-5103 SOCIAL SECURITY	67,761.01	6,105.35	74,680.50	(6,919.49)	110.21
580-5104 RETIREMENT	62,572.51	6,033.54	68,843.27	(6,270.76)	110.02
580-5105 HEALTH INSURANCE	63,211.68	9,578.96	55,803.17	7,408.51	88.28
580-5107 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00
580-5108 UNEMPLOYMENT	3,564.00	62.65	2,816.97	747.03	79.04
580-5110 PRE-EMPLOYMENT PHYSICALS	7,678.00	7,102.00	7,586.30	91.70	98.81
580-5111 LONGEVITY	10,710.00	0.00	9,060.00	1,650.00	84.59
580-5112 CERTIFICATION PAY	10,500.00	738.56	8,528.06	1,971.94	81.22
580-5115 LIFE INSURANCE & DISABILITY	9,586.56	741.38	9,666.37	(79.81)	100.83
580-5116 VISION & DENTAL INSURANCE	5,807.76	898.82	5,869.04	(61.28)	101.06
580-5117 CELLULAR ALLOWANCE	5,880.00	30.00	7,210.00	(1,330.00)	122.62
TOTAL PERSONNEL	1,192,435.32	112,445.49	1,214,303.17	(21,867.85)	101.83
CONTRACTUAL SERVICES					
580-5200 COMMUNICATION EQUIPMENT	1,417.00	344.41	2,217.86	(800.86)	156.52
580-5201 SUBSCRIPTIONS	2,379.00	140.50	2,063.45	315.55	86.74
580-5202 MEMBERSHIPS & LICENSES	2,551.00	1,275.00	5,951.00	(3,400.00)	233.28
580-5203 SCHOOLS & SEMINARS	13,188.00	0.00	7,896.61	5,291.39	59.88
580-5210 OTHER CONTRACTUAL SERVICES	11,969.00	216.76	9,298.00	2,671.00	77.68
TOTAL CONTRACTUAL SERVICES	31,504.00	1,976.67	27,426.92	4,077.08	87.06
COMMODITIES					
580-5301 OFFICE SUPPLIES	1,546.00	0.00	888.38	657.62	57.46
580-5302 OPERATING SUPPLIES	10,117.00	2,346.70	9,061.78	1,055.22	89.57
580-5303 COMMUNICATION & TECHNOLOGY	2,329.62	0.00	4,413.00	(2,083.38)	189.43
580-5305 EQUIPT. PURCHASE / MAINTENANCE	35,000.00	8,114.76	35,324.26	(324.26)	100.93
580-5306 MOTOR FUEL & LUBRICANT	8,094.55	911.55	4,074.21	4,020.34	50.33
580-5312 VEHICLES & RELATED EXP.	9,000.00	0.00	8,910.57	89.43	99.01
580-5313 PERSONAL PROTECTIVE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
580-5322 VEHICLE MAINTENANCE	10,215.00	305.51	9,641.61	573.39	94.39
580-5324 UNIFORM ALLOWANCE	13,110.00	60.00	12,180.00	930.00	92.91
TOTAL COMMODITIES	89,412.17	11,738.52	84,493.81	4,918.36	94.50
TOTAL FIRE DEPARTMENT	1,313,351.49	126,160.68	1,326,223.90	(12,872.41)	100.98

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

01 -GENERAL FUND
EMS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
585-5101 SALARIES	180,254.78	8,021.28	199,119.14	(18,864.36)	110.47
585-5102 OVERTIME	74,036.00	1,975.34	22,845.02	51,190.98	30.86
585-5103 SOCIAL SECURITY	14,396.90	744.81	17,401.19	(3,004.29)	120.87
585-5104 RETIREMENT	14,528.64	781.42	16,802.95	(2,274.31)	115.65
585-5105 HEALTH INSURANCE	18,060.48	4,256.06	18,988.33	(927.85)	105.14
585-5107 WORKERS COMPENSATION	0.00	0.00	0.00	0.00	0.00
585-5108 UNEMPLOYMENT	648.00	94.00	526.00	122.00	81.17
585-5111 LONGEVITY	680.00	0.00	2,060.00	(1,380.00)	302.94
585-5112 CERTIFICATION PAY	2,700.00	138.48	3,185.04	(485.04)	117.96
585-5115 LIFE INSURANCE & DISABILITY	2,259.48	(90.48)	2,141.97	117.51	94.80
585-5116 VISION & DENTAL INSURANCE	1,659.36	138.28	1,667.22	(7.86)	100.47
585-5117 CELLULAR ALLOWANCE	1,680.00	0.00	1,620.00	60.00	96.43
TOTAL PERSONNEL	310,903.64	16,059.19	286,356.86	24,546.78	92.10
CONTRACTUAL SERVICES					
585-5200 COMMUNICATION EQUIPMENT	2,953.00	344.39	2,160.09	792.91	73.15
585-5201 SUBSCRIPTIONS	276.00	0.00	0.00	276.00	0.00
585-5202 MEMBERSHIPS & LICENSES	1,515.00	134.25	134.25	1,380.75	8.86
585-5203 SCHOOLS & SEMINARS	2,029.00	0.00	1,387.21	641.79	68.37
585-5204 EMS SERVICE FEES	0.00	1,560.88	1,560.88	(1,560.88)	0.00
585-5210 OTHER CONTRACTUAL SERVICES	16,352.00	466.91	16,536.10	(184.10)	101.13
585-5211 MEDICAL DIRECTION	16,391.00	0.00	17,138.73	(747.73)	104.56
TOTAL CONTRACTUAL SERVICES	39,516.00	2,506.43	38,917.26	598.74	98.48
COMMODITIES					
585-5302 OPERATING EXPENSES	1,285.00	152.00	485.98	799.02	37.82
585-5305 EQUIPT. PURCHASE & MAINTENANCE	16,943.00	0.00	17,879.27	(936.27)	105.53
585-5306 MOTOR FUEL & LUBRICANTS	4,411.00	548.54	3,011.63	1,399.37	68.28
585-5317 MEDICAL SUPPLIES	26,044.00	2,670.67	32,497.28	(6,453.28)	124.78
585-5322 VEHICLE MAINTENANCE	2,148.00	479.41	507.31	1,640.69	23.62
585-5324 UNIFORM ALLOWANCE	2,880.00	0.00	3,420.00	(540.00)	118.75
TOTAL COMMODITIES	53,711.00	3,850.62	57,801.47	(4,090.47)	107.62
CAPITAL OUTLAY					
585-5521 TRANSFER OUT TO CAPITAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL EMS	404,130.64	22,416.24	383,075.59	21,055.05	94.79
TOTAL EXPENDITURES	8,368,615.35	992,607.77	8,066,869.70	301,745.65	96.39
REVENUES OVER/(UNDER) EXPENDITURES	38,225.98	(535,995.74)	117,869.28	(79,643.30)	308.35

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

02 -DEBT SERVICE- BONDS
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
PROPERTY TAXES	827,492.41	5,298.94	1,010,205.77	(182,713.36)	122.08
FRANCHISE TAXES	329,210.22	0.00	329,210.22	0.00	100.00
MISCELLANEOUS REVENUE	2,003.98	1.55	1,314.44	689.54	65.59
TOTAL REVENUES	1,158,706.61	5,300.49	1,340,730.43	(182,023.82)	115.71
EXPENDITURE SUMMARY					
ADMINISTRATION	500.00	0.00	500.00	0.00	100.00
DEVELOPMENT SERVICES	1,164,455.63	0.00	1,154,872.50	9,583.13	99.18
TOTAL EXPENDITURES	1,164,955.63	0.00	1,155,372.50	9,583.13	99.18
REVENUES OVER/(UNDER) EXPENDITURES	(6,249.02)	5,300.49	185,357.93	(191,606.95)	2,966.19-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

02 -DEBT SERVICE- BONDS
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PROPERTY TAXES					
400-3140 DEBT SERVICE (INT & SINKING)	827,492.41	5,298.94	1,010,205.77	(182,713.36)	122.08
TOTAL PROPERTY TAXES	827,492.41	5,298.94	1,010,205.77	(182,713.36)	122.08
FRANCHISE TAXES					
402-3270 EDC $4M DEBT SERVICE	329,210.22	0.00	329,210.22	0.00	100.00
TOTAL FRANCHISE TAXES	329,210.22	0.00	329,210.22	0.00	100.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST EARNED	2,003.98	1.55	1,314.44	689.54	65.59
TOTAL MISCELLANEOUS REVENUE	2,003.98	1.55	1,314.44	689.54	65.59
TOTAL REVENUES	1,158,706.61	5,300.49	1,340,730.43	(182,023.82)	115.71

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

02 -DEBT SERVICE- BONDS
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	500.00	0.00	500.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	500.00	0.00	100.00
TOTAL ADMINISTRATION	500.00	0.00	500.00	0.00	100.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

02 -DEBT SERVICE- BONDS
DEVELOPMENT SERVICES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEBT SERVICE					
540-5602 PROCESSING FEES	9,753.00	0.00	350.00	9,403.00	3.59
TOTAL DEBT SERVICE	9,753.00	0.00	350.00	9,403.00	3.59
DEBT SERVICE					
540-5800 PRINCIPAL BOND - 2007 CofO	550,000.00	0.00	550,000.00	0.00	100.00
540-5801 INTEREST BOND - 2007 CofO	189,229.50	0.00	189,049.37	180.13	99.90
540-5804 LITIGATION EXPENSES	201,135.63	0.00	201,135.63	0.00	100.00
TOTAL DEBT SERVICE	940,365.13	0.00	940,185.00	180.13	99.98
DEBT SERVICE					
540-5900 PRINCIPAL BOND - 2015 CofO	90,000.00	0.00	90,000.00	0.00	100.00
540-5901 INTEREST BOND - 2015 CofO	124,337.50	0.00	124,337.50	0.00	100.00
TOTAL DEBT SERVICE	214,337.50	0.00	214,337.50	0.00	100.00
TOTAL DEVELOPMENT SERVICES	1,164,455.63	0.00	1,154,872.50	9,583.13	99.18
TOTAL EXPENDITURES	1,164,955.63	0.00	1,155,372.50	9,583.13	99.18
REVENUES OVER/(UNDER) EXPENDITURES	(6,249.02)	5,300.49	185,357.93	(191,606.95)	2,966.19-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

03 -CAPITAL REPLACEMENT
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	249,947.91	430.37	243,648.80	6,299.11	97.48
TOTAL REVENUES	249,947.91	430.37	243,648.80	6,299.11	97.48
EXPENDITURE SUMMARY					
ADMINISTRATION	500.00	0.00	500.00	0.00	100.00
BUILDING & GROUNDS	943,143.98	92,474.91	183,925.07	759,218.91	19.50
TOTAL EXPENDITURES	943,643.98	92,474.91	184,425.07	759,218.91	19.54
REVENUES OVER/(UNDER) EXPENDITURES	(693,696.07)	(92,044.54)	59,223.73	(752,919.80)	8.54-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

03 -CAPITAL REPLACEMENT
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	12,676.91	130.37	6,679.80	5,997.11	52.69
406-1018 PD MISC REVENUES	0.00	300.00	1,950.00	(1,950.00)	0.00
406-1019 FD MISC REVENUES	0.00	0.00	(2,251.50)	2,251.50	0.00
406-1020 EDC MISC REVENUES	0.00	0.00	0.00	0.00	0.00
406-1021 TRANSFERS IN/OUT	0.00	0.00	0.00	0.00	0.00
406-1023 ADMIN MISC REVENUES	237,271.00	0.00	237,270.50	0.50	100.00
TOTAL MISCELLANEOUS REVENUE	249,947.91	430.37	243,648.80	6,299.11	97.48
TOTAL REVENUES	249,947.91	430.37	243,648.80	6,299.11	97.48

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

03 -CAPITAL REPLACEMENT
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	500.00	0.00	500.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	500.00	0.00	100.00
TOTAL ADMINISTRATION	500.00	0.00	500.00	0.00	100.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

03 -CAPITAL REPLACEMENT
BUILDING & GROUNDS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
550-5501 FIRE DEPT PURCHASES	2,251.50	0.00	4,210.70	(1,959.20)	187.02
550-5509 EDC PURCHASES	7,880.40	0.00	7,804.88	75.52	99.04
550-5510 POLICE DEPT PURCHASES	8,640.08	0.00	0.00	8,640.08	0.00
550-5512 ADMINISTRATION PURCHASES	687,101.00	0.00	1,835.00	685,266.00	0.27
550-5514 VEHICLE PURCHASES	237,271.00	92,474.91	170,074.49	67,196.51	71.68
TOTAL CAPITAL OUTLAY	943,143.98	92,474.91	183,925.07	759,218.91	19.50
TOTAL BUILDING & GROUNDS	943,143.98	92,474.91	183,925.07	759,218.91	19.50
TOTAL EXPENDITURES	943,643.98	92,474.91	184,425.07	759,218.91	19.54
REVENUES OVER/(UNDER) EXPENDITURES	(693,696.07)	(92,044.54)	59,223.73	(752,919.80)	8.54-

*** END OF REPORT ***

REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

05 -ECONOMIC DEVELOPMENT CORP
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	1,475,766.64	143,053.47	1,613,230.41	(137,463.77)	109.31
MISCELLANEOUS REVENUE	21,315.10	315.25	14,410.32	6,904.78	67.61
TOTAL REVENUES	1,497,081.74	143,368.72	1,627,640.73	(130,558.99)	108.72
EXPENDITURE SUMMARY					
ADMINISTRATION	1,179,126.50	191,256.72	1,185,908.12	(6,781.62)	100.58
TOTAL EXPENDITURES	1,179,126.50	191,256.72	1,185,908.12	(6,781.62)	100.58
REVENUES OVER/(UNDER) EXPENDITURES	317,955.24	(47,888.00)	441,732.61	(123,777.37)	138.93

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

05 -ECONOMIC DEVELOPMENT CORP
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 SALES TAX	1,465,951.64	142,056.66	1,604,285.25	(138,333.61)	109.44
401-3150 MIXED BEVERAGE	9,815.00	996.81	8,945.16	869.84	91.14
401-3160 SUBLEASE HELOTES CHAMBER	0.00	0.00	0.00	0.00	0.00
TOTAL NON-PROPERTY TAXES	1,475,766.64	143,053.47	1,613,230.41	(137,463.77)	109.31
MISCELLANEOUS REVENUE					
406-1010 INTEREST	21,315.10	315.25	14,410.32	6,904.78	67.61
TOTAL MISCELLANEOUS REVENUE	21,315.10	315.25	14,410.32	6,904.78	67.61
TOTAL REVENUES	1,497,081.74	143,368.72	1,627,640.73	(130,558.99)	108.72

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

05 -ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 SALARIES	72,544.50	5,484.40	70,922.89	1,621.61	97.76
510-5111 LONGEVITY	1,220.00	0.00	1,220.00	0.00	100.00
510-5113 BENEFITS	18,266.42	1,797.28	17,287.29	979.13	94.64
TOTAL PERSONNEL	92,030.92	7,281.68	89,430.18	2,600.74	97.17
CONTRACTUAL SERVICES					
510-5201 MEMBERSHIPS, DUES & LICENSES	16,000.00	7,800.00	19,632.80	(3,632.80)	122.71
510-5202 AUDIT FEES	3,200.00	0.00	3,300.00	(100.00)	103.13
510-5203 SCHOOLS, SEMINARS, CONFERENCES	3,000.00	0.00	79.00	2,921.00	2.63
510-5204 INTL. CONF. SHOPPING CENTERS	8,915.93	0.00	1,928.04	6,987.89	21.62
510-5205 BANK FEES	500.00	0.00	500.00	0.00	100.00
510-5206 LEGAL FEES / MDD CREATION	5,000.00	266.00	1,651.00	3,349.00	33.02
510-5208 CONC. DESIGN & LAND USE PLANS	15,000.00	0.00	0.00	15,000.00	0.00
510-5210 WORKSHOPS & PROMOTIONS	3,000.00	0.00	0.00	3,000.00	0.00
510-5211 MARKETING / TOURISM	35,000.00	9,954.25	23,376.55	11,623.45	66.79
510-5212 WEBSITE DEV. & MAINTENANCE	9,790.83	0.00	7,929.09	1,861.74	80.98
510-5214 MANAGED SVCS. AGREEMENT	5,400.00	0.00	15,000.00	(9,600.00)	277.78
510-5215 DEBT SERVICE	329,210.22	0.00	329,210.22	0.00	100.00
510-5216 SBLAP GRANTS & ADMINISTRAION	0.00	0.00	61,000.00	(61,000.00)	0.00
510-5224 OFFICE RENTAL	10,800.00	600.00	9,700.00	1,100.00	89.81
510-5225 OTHSD PARKING LOT LEASE	5,520.00	506.89	4,959.85	560.15	89.85
510-5228 VISITOR CENTER	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL CONTRACTUAL SERVICES	500,336.98	19,127.14	478,266.55	22,070.43	95.59
COMMODITIES					
510-5301 OFFICE SUPPLIES	3,000.00	0.00	222.04	2,777.96	7.40
510-5302 OPERATIONAL EXPENSES	14,361.70	925.48	10,165.71	4,195.99	70.78
510-5305 COMMUNICATION EQUIPMENT	1,231.63	77.81	1,098.17	133.46	89.16
510-5326 EXPENSE REIMBURSEMENT	183.27	11.50	93.73	89.54	51.14
510-5333 380 AGREEMENT REIMBURSEMENTS	567,982.00	163,833.11	606,631.74	(38,649.74)	106.80
TOTAL COMMODITIES	586,758.60	164,847.90	618,211.39	(31,452.79)	105.36
TOTAL ADMINISTRATION	1,179,126.50	191,256.72	1,185,908.12	(6,781.62)	100.58
TOTAL EXPENDITURES	1,179,126.50	191,256.72	1,185,908.12	(6,781.62)	100.58
REVENUES OVER/(UNDER) EXPENDITURES	317,955.24	(47,888.00)	441,732.61	(123,777.37)	138.93

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

06 -MUNICIPAL COURT SECURITY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	8,049.18	4,044.70	12,929.72	(4,880.54)	160.63
TOTAL REVENUES	8,049.18	4,044.70	12,929.72	(4,880.54)	160.63
EXPENDITURE SUMMARY					
ADMINISTRATION	5,765.00	0.00	4,276.93	1,488.07	74.19
TOTAL EXPENDITURES	5,765.00	0.00	4,276.93	1,488.07	74.19
REVENUES OVER/(UNDER) EXPENDITURES	2,284.18	4,044.70	8,652.79	(6,368.61)	378.81

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

06 -MUNICIPAL COURT SECURITY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	14.18	0.04	1.41	12.77	9.94
406-1080 DEDICATED REVENUE	8,035.00	4,044.66	12,928.31	(4,893.31)	160.90
TOTAL MISCELLANEOUS REVENUE	8,049.18	4,044.70	12,929.72	(4,880.54)	160.63
TOTAL REVENUES	8,049.18	4,044.70	12,929.72	(4,880.54)	160.63

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

06 -MUNICIPAL COURT SECURITY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	5,515.00	0.00	0.00	5,515.00	0.00
510-5502 TRANSFER TO GENERAL FUND	0.00	0.00	4,026.93	(4,026.93)	0.00
TOTAL CAPITAL OUTLAY	5,515.00	0.00	4,026.93	1,488.07	73.02
TOTAL ADMINISTRATION	5,765.00	0.00	4,276.93	1,488.07	74.19
TOTAL EXPENDITURES	5,765.00	0.00	4,276.93	1,488.07	74.19
REVENUES OVER/(UNDER) EXPENDITURES	2,284.18	4,044.70	8,652.79	(6,368.61)	378.81

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

07 -MUNICIPAL CRT TECHNOLOGY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	10,716.00	3,451.28	10,756.66	(40.66)	100.38
MISCELLANEOUS REVENUE	236.73	0.15	92.07	144.66	38.89
TOTAL REVENUES	10,952.73	3,451.43	10,848.73	104.00	99.05
EXPENDITURE SUMMARY					
ADMINISTRATION	14,784.00	0.00	4,738.80	10,045.20	32.05
TOTAL EXPENDITURES	14,784.00	0.00	4,738.80	10,045.20	32.05
REVENUES OVER/(UNDER) EXPENDITURES	(3,831.27)	3,451.43	6,109.93	(9,941.20)	159.48-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

07 -MUNICIPAL CRT TECHNOLOGY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	10,716.00	3,451.28	10,756.66	(40.66)	100.38
TOTAL NON-PROPERTY TAXES	10,716.00	3,451.28	10,756.66	(40.66)	100.38
MISCELLANEOUS REVENUE					
406-1010 INTEREST	236.73	0.15	92.07	144.66	38.89
TOTAL MISCELLANEOUS REVENUE	236.73	0.15	92.07	144.66	38.89
TOTAL REVENUES	10,952.73	3,451.43	10,848.73	104.00	99.05

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

07 -MUNICIPAL CRT TECHNOLOGY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	14,534.00	0.00	4,488.80	10,045.20	30.88
TOTAL CAPITAL OUTLAY	14,534.00	0.00	4,488.80	10,045.20	30.88
TOTAL ADMINISTRATION	14,784.00	0.00	4,738.80	10,045.20	32.05
TOTAL EXPENDITURES	14,784.00	0.00	4,738.80	10,045.20	32.05
REVENUES OVER/(UNDER) EXPENDITURES	(3,831.27)	3,451.43	6,109.93	(9,941.20)	159.48-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

08 -POLICE TRAINING
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	2,577.09	0.02	2,375.97	201.12	92.20
TOTAL REVENUES	2,577.09	0.02	2,375.97	201.12	92.20
EXPENDITURE SUMMARY					
ADMINISTRATION	5,820.00	0.00	2,980.00	2,840.00	51.20
TOTAL EXPENDITURES	5,820.00	0.00	2,980.00	2,840.00	51.20
REVENUES OVER/(UNDER) EXPENDITURES	(3,242.91)	0.02	(604.03)	(2,638.88)	18.63

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

08 -POLICE TRAINING
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	109.09	0.02	22.29	86.80	20.43
406-1015 DEDICATED REVENUE	2,468.00	0.00	2,353.68	114.32	95.37
TOTAL MISCELLANEOUS REVENUE	2,577.09	0.02	2,375.97	201.12	92.20
TOTAL REVENUES	2,577.09	0.02	2,375.97	201.12	92.20

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

08 -POLICE TRAINING
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 TRAINING	5,570.00	0.00	2,730.00	2,840.00	49.01
TOTAL PERSONNEL	5,570.00	0.00	2,730.00	2,840.00	49.01
CONTRACTUAL SERVICES					
510-5200 BANK FEES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
TOTAL ADMINISTRATION	5,820.00	0.00	2,980.00	2,840.00	51.20
TOTAL EXPENDITURES	5,820.00	0.00	2,980.00	2,840.00	51.20
REVENUES OVER/(UNDER) EXPENDITURES	(3,242.91)	0.02	(604.03)	(2,638.88)	18.63

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

09 -SCHOOL SAFETY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	18,663.09	2,499.58	21,835.56	(3,172.47)	117.00
TOTAL REVENUES	18,663.09	2,499.58	21,835.56	(3,172.47)	117.00
EXPENDITURE SUMMARY					
ADMINISTRATION	23,782.00	0.00	27,353.26	(3,571.26)	115.02
TOTAL EXPENDITURES	23,782.00	0.00	27,353.26	(3,571.26)	115.02
REVENUES OVER/(UNDER) EXPENDITURES	(5,118.91)	2,499.58	(5,517.70)	398.79	107.79

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

09 -SCHOOL SAFETY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	18,062.00	2,499.40	21,675.24	(3,613.24)	120.00
406-1010 INTEREST	601.09	0.18	160.32	440.77	26.67
TOTAL MISCELLANEOUS REVENUE	18,663.09	2,499.58	21,835.56	(3,172.47)	117.00
TOTAL REVENUES	18,663.09	2,499.58	21,835.56	(3,172.47)	117.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

09 -SCHOOL SAFETY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5102 OTHER EXPENDITURES	23,532.00	0.00	27,103.26	(3,571.26)	115.18
TOTAL PERSONNEL	23,532.00	0.00	27,103.26	(3,571.26)	115.18
CONTRACTUAL SERVICES					
510-5200 BANK CHARGES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
TOTAL ADMINISTRATION	23,782.00	0.00	27,353.26	(3,571.26)	115.02
TOTAL EXPENDITURES	23,782.00	0.00	27,353.26	(3,571.26)	115.02
REVENUES OVER/(UNDER) EXPENDITURES	(5,118.91)	2,499.58	(5,517.70)	398.79	107.79

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

10 -PEG
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	25,122.62	1,269.38	40,648.63	(15,526.01)	161.80
TOTAL REVENUES	25,122.62	1,269.38	40,648.63	(15,526.01)	161.80
EXPENDITURE SUMMARY					
ADMINISTRATION	98,818.00	522.28	5,267.78	93,550.22	5.33
TOTAL EXPENDITURES	98,818.00	522.28	5,267.78	93,550.22	5.33
REVENUES OVER/(UNDER) EXPENDITURES	(73,695.38)	747.10	35,380.85	(109,076.23)	48.01-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

10 -PEG
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	23,579.00	1,268.56	40,086.63	(16,507.63)	170.01
406-1010 INTEREST	1,543.62	0.82	562.00	981.62	36.41
TOTAL MISCELLANEOUS REVENUE	25,122.62	1,269.38	40,648.63	(15,526.01)	161.80
TOTAL REVENUES	25,122.62	1,269.38	40,648.63	(15,526.01)	161.80

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

10 -PEG
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
GRANT EXPENSES					
510-5000 PUBLIC ACCESS EXPENDITURES	98,568.00	522.28	5,017.78	93,550.22	5.09
TOTAL GRANT EXPENSES	98,568.00	522.28	5,017.78	93,550.22	5.09
CONTRACTUAL SERVICES					
510-5200 BANK FEES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
TOTAL ADMINISTRATION	98,818.00	522.28	5,267.78	93,550.22	5.33
TOTAL EXPENDITURES	98,818.00	522.28	5,267.78	93,550.22	5.33
REVENUES OVER/(UNDER) EXPENDITURES	(73,695.38)	747.10	35,380.85	(109,076.23)	48.01-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

11 -FORFEITURE STATE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	0.00	0.00	1,397.24	(1,397.24)	0.00
TOTAL REVENUES	0.00	0.00	1,397.24	(1,397.24)	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	9,323.00	1,712.50	1,797.50	7,525.50	19.28
TOTAL EXPENDITURES	9,323.00	1,712.50	1,797.50	7,525.50	19.28
REVENUES OVER/(UNDER) EXPENDITURES	(9,323.00)	(1,712.50)	(400.26)	(8,922.74)	4.29

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

11 -FORFEITURE STATE
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	0.00	0.00	1,397.24	(1,397.24)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	1,397.24	(1,397.24)	0.00
TOTAL REVENUES	0.00	0.00	1,397.24	(1,397.24)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

11 -FORFEITURE STATE
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
GRANT EXPENSES					
510-5000 STATE FORFEITURE EXPENSES	9,238.00	1,712.50	1,712.50	7,525.50	18.54
TOTAL GRANT EXPENSES	9,238.00	1,712.50	1,712.50	7,525.50	18.54
CONTRACTUAL SERVICES					
510-5200 BANK FEES	85.00	0.00	85.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	85.00	0.00	85.00	0.00	100.00
TOTAL ADMINISTRATION	9,323.00	1,712.50	1,797.50	7,525.50	19.28
TOTAL EXPENDITURES	9,323.00	1,712.50	1,797.50	7,525.50	19.28
REVENUES OVER/(UNDER) EXPENDITURES	(9,323.00)	(1,712.50)	(400.26)	(8,922.74)	4.29

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

14 -STREET MAINTENANCE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	743,382.76	71,448.32	809,077.40	(65,694.64)	108.84
TOTAL REVENUES	743,382.76	71,448.32	809,077.40	(65,694.64)	108.84
EXPENDITURE SUMMARY					
ADMINISTRATION	1,441,433.00	8,505.43	356,952.23	1,084,480.77	24.76
TOTAL EXPENDITURES	1,441,433.00	8,505.43	356,952.23	1,084,480.77	24.76
REVENUES OVER/(UNDER) EXPENDITURES	(698,050.24)	62,942.89	452,125.17	(1,150,175.41)	64.77-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

14 -STREET MAINTENANCE
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	736,077.00	71,317.19	802,687.41	(66,610.41)	109.05
406-1010 INTEREST	7,305.76	131.13	6,389.99	915.77	87.47
TOTAL MISCELLANEOUS REVENUE	743,382.76	71,448.32	809,077.40	(65,694.64)	108.84
TOTAL REVENUES	743,382.76	71,448.32	809,077.40	(65,694.64)	108.84

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

14 -STREET MAINTENANCE
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	250.00	0.00	250.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	250.00	0.00	100.00
COMMODITIES					
510-5300 EXPENDITURES	1,441,183.00	8,505.43	356,702.23	1,084,480.77	24.75
TOTAL COMMODITIES	1,441,183.00	8,505.43	356,702.23	1,084,480.77	24.75
TOTAL ADMINISTRATION	1,441,433.00	8,505.43	356,952.23	1,084,480.77	24.76
TOTAL EXPENDITURES	1,441,433.00	8,505.43	356,952.23	1,084,480.77	24.76
REVENUES OVER/(UNDER) EXPENDITURES	(698,050.24)	62,942.89	452,125.17	(1,150,175.41)	64.77-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

15 -HOT TAX
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	14,631.27	502.80	29,934.04	(15,302.77)	204.59
TOTAL REVENUES	14,631.27	502.80	29,934.04	(15,302.77)	204.59
EXPENDITURE SUMMARY					
ADMINISTRATION	28,643.00	0.00	261.00	28,382.00	0.91
TOTAL EXPENDITURES	28,643.00	0.00	261.00	28,382.00	0.91
REVENUES OVER/(UNDER) EXPENDITURES	(14,011.73)	502.80	29,673.04	(43,684.77)	211.77-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

15 -HOT TAX
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	14,520.00	502.44	29,754.75	(15,234.75)	204.92
406-1010 INTEREST	111.27	0.36	179.29	(68.02)	161.13
TOTAL MISCELLANEOUS REVENUE	14,631.27	502.80	29,934.04	(15,302.77)	204.59
TOTAL REVENUES	14,631.27	502.80	29,934.04	(15,302.77)	204.59

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

15 -HOT TAX
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	261.00	0.00	261.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	261.00	0.00	261.00	0.00	100.00
COMMODITIES					
510-5300 EXPENDITURES	28,382.00	0.00	0.00	28,382.00	0.00
TOTAL COMMODITIES	28,382.00	0.00	0.00	28,382.00	0.00
TOTAL ADMINISTRATION	28,643.00	0.00	261.00	28,382.00	0.91
TOTAL EXPENDITURES	28,643.00	0.00	261.00	28,382.00	0.91
REVENUES OVER/(UNDER) EXPENDITURES	(14,011.73)	502.80	29,673.04	(43,684.77)	211.77-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

16 -LOC TRUANCY & PREVENTION
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	0.00	3,904.07	8,200.32	(8,200.32)	0.00
MISCELLANEOUS REVENUE	0.00	0.03	0.11	(0.11)	0.00
TOTAL REVENUES	0.00	3,904.10	8,200.43	(8,200.43)	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	0.00	0.00	168.73	(168.73)	0.00
TOTAL EXPENDITURES	0.00	0.00	168.73	(168.73)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	3,904.10	8,031.70	(8,031.70)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

16 -LOC TRUANCY & PREVENTION
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	0.00	3,904.07	8,200.32	(8,200.32)	0.00
TOTAL NON-PROPERTY TAXES	0.00	3,904.07	8,200.32	(8,200.32)	0.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST	0.00	0.03	0.11	(0.11)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.03	0.11	(0.11)	0.00
TOTAL REVENUES	0.00	3,904.10	8,200.43	(8,200.43)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

16 -LOC TRUANCY & PREVENTION
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	0.00	0.00	168.73	(168.73)	0.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	168.73	(168.73)	0.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	168.73	(168.73)	0.00
TOTAL EXPENDITURES	0.00	0.00	168.73	(168.73)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	3,904.10	8,031.70	(8,031.70)	0.00

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

17 -MUNICIPAL JURY FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	0.00	76.63	166.42	(166.42)	0.00
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	76.63	166.42	(166.42)	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	0.00	0.00	203.73	(203.73)	0.00
TOTAL EXPENDITURES	0.00	0.00	203.73	(203.73)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	76.63	(37.31)	37.31	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

17 -MUNICIPAL JURY FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	0.00	76.63	166.42	(166.42)	0.00
TOTAL NON-PROPERTY TAXES	0.00	76.63	166.42	(166.42)	0.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	76.63	166.42	(166.42)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

17 -MUNICIPAL JURY FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	0.00	0.00	203.73	(203.73)	0.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	203.73	(203.73)	0.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	203.73	(203.73)	0.00
TOTAL EXPENDITURES	0.00	0.00	203.73	(203.73)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	76.63	(37.31)	37.31	0.00

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

18 -COH TREE MITIGATION
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	0.00	0.00	86,586.75	(86,586.75)	0.00
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	86,586.75	(86,586.75)	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	0.00	19.61	19.61	(19.61)	0.00
TOTAL EXPENDITURES	0.00	19.61	19.61	(19.61)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(19.61)	86,567.14	(86,567.14)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

18 -COH TREE MITIGATION
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	0.00	0.00	86,586.75	(86,586.75)	0.00
TOTAL NON-PROPERTY TAXES	0.00	0.00	86,586.75	(86,586.75)	0.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	86,586.75	(86,586.75)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: SEPTEMBER 30TH, 2020

Agenda Item No. 5

18 -COH TREE MITIGATION
ADMINISTRATION
EXPENDITURES

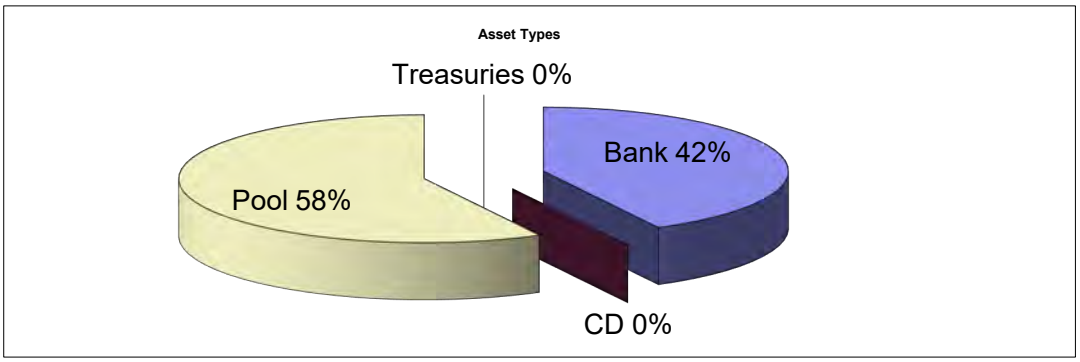
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	0.00	19.61	19.61	(19.61)	0.00
TOTAL CONTRACTUAL SERVICES	0.00	19.61	19.61	(19.61)	0.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	19.61	19.61	(19.61)	0.00
TOTAL EXPENDITURES	0.00	19.61	19.61	(19.61)	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(19.61)	86,567.14	(86,567.14)	0.00

*** END OF REPORT ***

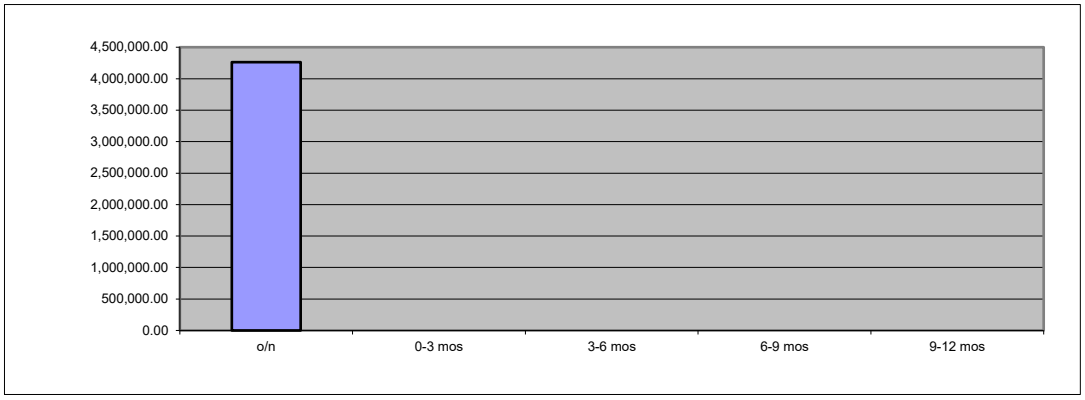
CITY OF HELOTES, TEXAS
QUARTERLY INVESTMENT REPORT SUMMARY
Period Ending 09/30/20

Beginning Book Value	$	4,268,586.26
Beginning Market Value	$	4,268,586.26
Beginning Weighted Average Maturity		0 days
Beginning Yield		0.5000%
Ending Book Value	$	4,263,335.93
Ending Market Value	$	4,263,335.93
Ending Weighted Average Maturity		0 days
Ending Yield		0.1900%
Unrealized Gain/(Loss)	$	-
Change in Market Value	$	(5,250.33)
Benchmark Yield (6 Mth. T-Bill)		0.1100%

Allocation by Type of Investment



Allocation by Maturity Date



CITY OF HELOTES, TEXAS
QUARTERLY INVESTMENT REPORT
as of
09/30/20

Purchase Date	Security	Coupon or Avg. Rate	Quarter Ending Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accts													
N/a	Frost Operating Fund (T-Bill - 0.35%)	0.0100%	09/30/20	0.0100%	$ 636,925.05	100.000	0	$ 178,884.69	$ 178,884.69	$ 636,925.05	$ 636,925.05	$ 458,040.36	$ 7.08
N/a	Frost General Fund	0.0100%	09/30/20	0.0100%	$ 372,288.85	100.000	0	$ 582,086.17	$ 582,086.17	$ 372,288.85	$ 372,288.85	$ (209,797.32)	$ 10.47
N/a	Frost State Forfeiture Fund	0.0000%	09/30/20	0.00%	$ 10,430.24	100.000	0	$ 9,118.00	$ 9,118.00	$ 10,430.24	$ 10,430.24	$ 1,312.24	$ -
	Subtotal Checking Accounts				**$ 1,019,644.14**			**$ 770,088.86**	**$ 770,088.86**	**$ 1,019,644.14**	**$ 1,019,644.14**	**$ 249,555.28**	**$ 17.55**
Bank Money Market Accts													
N/a	Frost Interest & Sinking Fund	0.0100%	09/30/20	0.0100%	$ 209,980.94	100.000	0	$ 268,432.44	$ 268,432.44	$ 209,980.94	$ 209,980.94	$ (58,451.50)	$ 5.17
N/a	Frost Capital Fund	0.0100%	09/30/20	0.0100%	$ 106,452.70	100.000	0	$ 123,701.94	$ 123,701.94	$ 106,452.70	$ 106,452.70	$ (17,249.24)	$ 4.18
N/a	Frost Court Bldg. Security Fund	0.0100%	09/30/20	0.0100%	$ 4,608.23	100.000	0	$ 2,643.22	$ 2,643.22	$ 4,608.23	$ 4,608.23	$ 1,965.01	$ 0.11
N/a	Frost Court Technology Fund	0.0100%	09/30/20	0.0100%	$ 18,517.13	100.000	0	$ 16,814.75	$ 16,814.75	$ 18,517.13	$ 18,517.13	$ 1,702.38	$ 0.46
N/a	Frost Police Training Fund	0.0100%	09/30/20	0.0100%	$ 2,885.48	100.000	0	$ 3,615.40	$ 3,615.40	$ 2,885.48	$ 2,885.48	$ (729.92)	$ 0.08
N/a	Frost School Safety Fund	0.0100%	09/30/20	0.0100%	$ 22,492.02	100.000	0	$ 20,042.37	$ 20,042.37	$ 22,492.02	$ 22,492.02	$ 2,449.65	$ 0.54
N/a	Frost Public Access (PEG) Fund	0.0100%	09/30/20	0.0100%	$ 99,296.52	100.000	0	$ 94,255.78	$ 94,255.78	$ 99,296.52	$ 99,296.52	$ 5,040.74	$ 2.45
N/a	Frost Street Maintenance Fund	0.0100%	09/30/20	0.0100%	$ 176,042.62	100.000	0	$ 364,397.04	$ 364,397.04	$ 176,042.62	$ 176,042.62	$ (188,354.42)	$ 4.07
N/a	Frost Hot Tax	0.0100%	09/30/20	0.0100%	$ 43,692.28	100.000	0	$ 37,647.90	$ 37,647.90	$ 43,692.28	$ 43,692.28	$ 6,044.38	$ 1.05
N/a	Frost EMS Medical Billing Fund	0.0100%	09/30/20	0.0100%	$ 6,870.73	100.000	0	$ 4,894.18	$ 4,894.18	$ 6,870.73	$ 6,870.73	$ 1,976.55	$ 0.54
N/a	Frost Local Truancy & Prevention Fund	0.0100%	09/30/20	0.0100%	$ 4,127.63	100.000	0	$ 2,196.30	$ 2,196.30	$ 4,127.63	$ 4,127.63	$ 1,931.33	$ 0.08
N/a	Frost Jury Fund	0.0100%	09/30/20	0.0100%	$ 46.06	100.000	0	$ 6.58	$ 6.58	$ 46.06	$ 46.06	$ 39.48	$ -
N/a	Frost COH Tree Mitigation	0.0100%	09/30/20	0.0100%	$ 86,567.14	100.000	0	$ -	$ -	$ 86,567.14	$ 86,567.14	$ 86,567.14	$ -
	Subtotal Money Market Accounts				**$ 781,579.48**			**$ 938,647.90**	**$ 938,647.90**	**$ 781,579.48**	**$ 781,579.48**	**$ (157,068.42)**	**$ 18.73**
Pools													
N/a	LOGIC Operating Fund	0.3300%	09/30/20	0.3300%	$ 1,231,436.15	100.000	0	$ 1,730,098.09	$ 1,730,098.09	$ 1,231,436.15	$ 1,231,436.15	$ (498,661.94)	$ 1,338.06
N/a	LOGIC Capital Fund	0.3300%	09/30/20	0.3300%	$ 613,298.99	100.000	0	$ 612,786.75	$ 612,786.75	$ 613,298.99	$ 613,298.99	$ 512.24	$ 512.24
N/a	LOGIC Street Maintenance Fund	0.3300%	09/30/20	0.3300%	$ 616,632.09	100.000	0	$ 216,219.58	$ 216,219.58	$ 616,632.09	$ 616,632.09	$ 400,412.51	$ 412.51
N/a	TexPool Operating Fund	0.3400%	09/30/20	0.3400%	$ 66.27	100.000	0	$ 66.27	$ 66.27	$ 66.27	$ 66.27	$ -	$ -
N/a	TexPool Capital Fund	0.3400%	09/30/20	0.3400%	$ 678.81	100.000	0	$ 678.81	$ 678.81	$ 678.81	$ 678.81	$ -	$ -
	Subtotal Pools				**$ 2,462,112.31**			**$ 2,559,849.50**	**$ 2,559,849.50**	**$ 2,462,112.31**	**$ 2,462,112.31**	**$ (97,737.19)**	**$ 2,262.81**
	TOTALS				**$ 4,263,335.93**			**$ 4,268,586.26**	**$ 4,268,586.26**	**$ 4,263,335.93**	**$ 4,263,335.93**	**$ (5,250.33)**	**$ 2,299.09**

Average Weighted Maturity	**0**	**days**
Average Weighted Yield	**0.19%**	
Average Portfolio Benchmark (6 Mth. T-Bill)	**0.11%**	

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

Note: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 25 points. The ECR is paid directly to the bank depository. Approx. Jul. ECR = 0.41; Aug. ECR = 0.38; Sep. ECR = 0.35

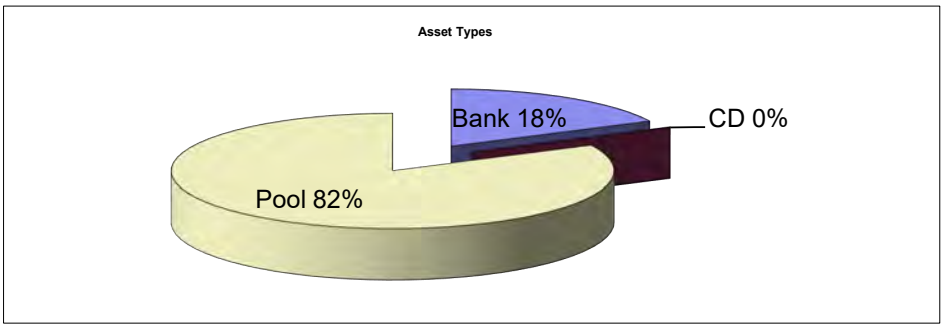
Tabitha Durr 10/28/20

Investment Officer **Date**

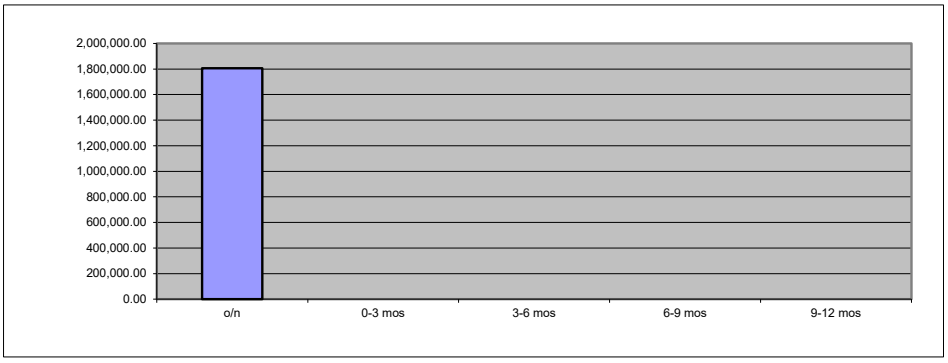
CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY INVESTMENT REPORT SUMMARY
period ending 09/30/20

Beginning Book Value	$ 1,470,489.04
Beginning Market Value	$ 1,470,489.04
Beginning Weighted Average Maturity	0 days
Beginning Yield	0.6600%
Ending Book Value	$ 1,806,753.31
Ending Market Value	$ 1,806,753.31
Ending Weighted Average Maturity	0 days
Ending Yield	0.2700%
Unrealized Gain/(Loss)	$ -
Change in Market Value	$ 336,264.27
Benchmark Yield (6 Mth. T-Bill)	0.1100%

Allocation by Type of Investment



Allocation by Maturity Date



CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY INVESTMENT REPORT
as of
09/30/20

Purchase Date	Security	Coupon or Avg. Rate	Quarter Ending Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accounts													
N/a	Frost Operating Fund	0.0100%	09/30/20	0.0100%	$320,418.04	100.000	0	$ 310,329.74	$ 310,329.74	$ 320,418.04	$ 320,418.04	$ 10,088.30	$ 5.00
	Subtotal Checking Accounts				**$ 320,418.04**			**$ 310,329.74**	**$ 310,329.74**	**$ 320,418.04**	**$ 320,418.04**	**$ 10,088.30**	**$ 5.00**
Pools													
N/a	LOGIC Operating Fund	0.3300%	09/30/20	0.3300%	$1,486,308.45	100.000	0	$ 1,160,132.48	$ 1,160,132.48	$ 1,486,308.45	$ 1,486,308.45	$ 326,175.97	$ 1,175.97
N/a	TexPool Operating Fund	0.3400%	09/30/20	0.3400%	$26.82	100.000	0	$ 26.82	$ 26.82	$ 26.82	$ 26.82	$ -	$ -
	Subtotal Pools				**$ 1,486,335.27**			**$ 1,160,159.30**	**$ 1,160,159.30**	**$ 1,486,335.27**	**$ 1,486,335.27**	**$ 326,175.97**	**$ 1,175.97**
	TOTALS				**$ 1,806,753.31**			**$ 1,470,489.04**	**$ 1,470,489.04**	**$ 1,806,753.31**	**$ 1,806,753.31**	**$ 336,264.27**	**$ 1,180.97**
								Average Weighted Maturity				**0**	**days**
								Average Weighted Yield				**0.27%**	
								Average Portfolio Benchmark (6 Mth. T-Bill)				**0.11%**	

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

Notes: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 25 points. The ECR is paid directly to the bank depository. Approx. Jul. ECR = 0.41; Aug. ECR = 0.38; Sep. ECR = 0.35.

For EDC Capital Fund monies, see City's Quarterly Investment Report dated 09/30/2020.

Tabitha Durr 10/28/20

Investment Officer **Date**

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

- ☐ **PUBLIC HEARING**
- ☐ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☒ **CONSENT**
- ☐ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 *Environment*, Article IV *Stormwater Detention and Drainage*, and an associated fee-in-lieu of detention in the amount of $4,253.20 for the proposed Little Cherub Child Care Center located at 12840 N. F.M. 1560, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242808. (Applicant)

EXECUTIVE SUMMARY:

The City Engineer reviewed the Stormwater Management Plan and has determined that the development qualifies for a fee-in-lieu of detention in the amount of $ 4,253.20, ($ 3,526.70 per acre multiplied by 1.206 acres). Please note that the development will be constructed on a legally platted lot, and no re-plat was required. The City Engineer has determined that a Traffic Impact Analysis (TIA) is not required for this development. Lastly, the proposed Little Cherub Child Care Center's conceptual site plan was reviewed by the Planning & Zoning Commission on March 3, 2020, and approved by the City Council on March 12, 2020.

ATTACHMENTS:

Attachment A1 – City Engineer's Stormwater Management Plan Recommendation Letter
Attachment A2 - Stormwater Management Plan
Attachment B - Recorded Plat

PREPARED BY: Ernest Cruz, Development Services Director

DATE SUBMITTED: October 21, 2020

LNV
an Ardurra Company

September 17, 2020

Mr. Ernest Cruz
Development Services Specialist
City of Helotes
P.O. Box 507
Helotes, TX 78023

RE: Little Cherub Childcare Center
Storm Water Management Plan Review

Dear Mr. Cruz,

The Storm Water Management Plan for the Little Cherub Childcare Center submitted by SGM, LLC aligns with the requirements outlined in the Helotes Code of Ordinance, Chapter 34: Environment, Article IV: Storm Water Detention and Drainage, Section 34-55: Fee in lieu of detention. Supporting documentation has demonstrated that the proposed development will not adversely impact the adjacent properties. The owner is eligible to pay a fee in the amount of $4,253.20 ($3,526.70 per acre for commercial developments multiplied by 1.206 Acres). Therefore, I recommend the City Council to consider a fee-in-lieu of on-site detention.

Please place the Storm Water Management Plan on the next available City Council agenda for discussion and appropriate action.

If you have any questions, please feel free to contact me at (210) 822-2232.

Sincerely,
LNV, LLC.
TBPE Firm No. F-366

Joseph T. Arteritano, P.E.
Senior Project Manager

8918 TESORO | SUITE 401 | SAN ANTONIO, TEXAS 78217
OFFICE 210.822.2232 | FAX 210.822.4032 | WWW.LNVINC.COM

LITTLE CHERUB CHILDCARE CENTER

STORM WATER MANAGEMENT PLAN

PREPARED FOR:
LITTLE CHERUB CHILDCARE CENTER
12840 N FM 1560
HELOTES, TX 78023

SGM, LLC
TBPE No. F-14265
507 Mesa Walk, San Antonio, TX 78258
(210) 332-7763

SGM, LLC
507 MESA WALK, SAN ANTONIO, TX 78258, nate_moreno@hotmail.com
REGISTERED FIRM # F-14265

September 3, 2020

Mr. Ernest Cruz
Development Services Driector
City of Helotes
12951 Bandera Road
Helotes, TX 78023

RE: Stormwater Management Report

Please find the attached documentation for the proposed improvements for The Little Cherub Childcare Center located at 12840 N. FM 1560, Helotes, TX 78023. The site is located approximately 0.17 miles of the intersection of Bandera Road and FM 1560, on the south side of the FM 1560 right-of-way. The proposed site improvements include demolition of the existing structures on the site and reaplacement with a new childcare facility.

The site is located within the Edwards Aquifer Recharge Zone and the existing improvements are treatead via an existing on-site treatment basin. Currently, a majority of the on-site impervious cover is routed into the existing treatment basin and bypass structure. There are no proposed changes to the existing drainage patterns, treatment basing, or bypass associated with the Little Cherub Childcare Center. Further, there will be an estimated decrease of approximately 3,844 square feet of impervious cover.

A project location map, a FEMA FIRMette, and an "Impervious Cover Exhibit" have also been included for reference. Below is a table showing the comparison of existing versus proposed conditions with regard to impervious cover within the site.

IMPERVIOUS COVER SUMMARY (SF)	
CONDITION	**IMPERVIOUS COVER**
EXITING	27,996
PROPOSED	24,152
DELTA	**-3,844**

The reduction to impervious cover along with no proposed changes to drainage patterns within the site means that additional stormwater mitigation measures are not warranted for this project.

If you have any questions regarding this submittal, please feel free to call me at (210) 332-7763 or email me at the following address: nate_moreno@hotmail.com.

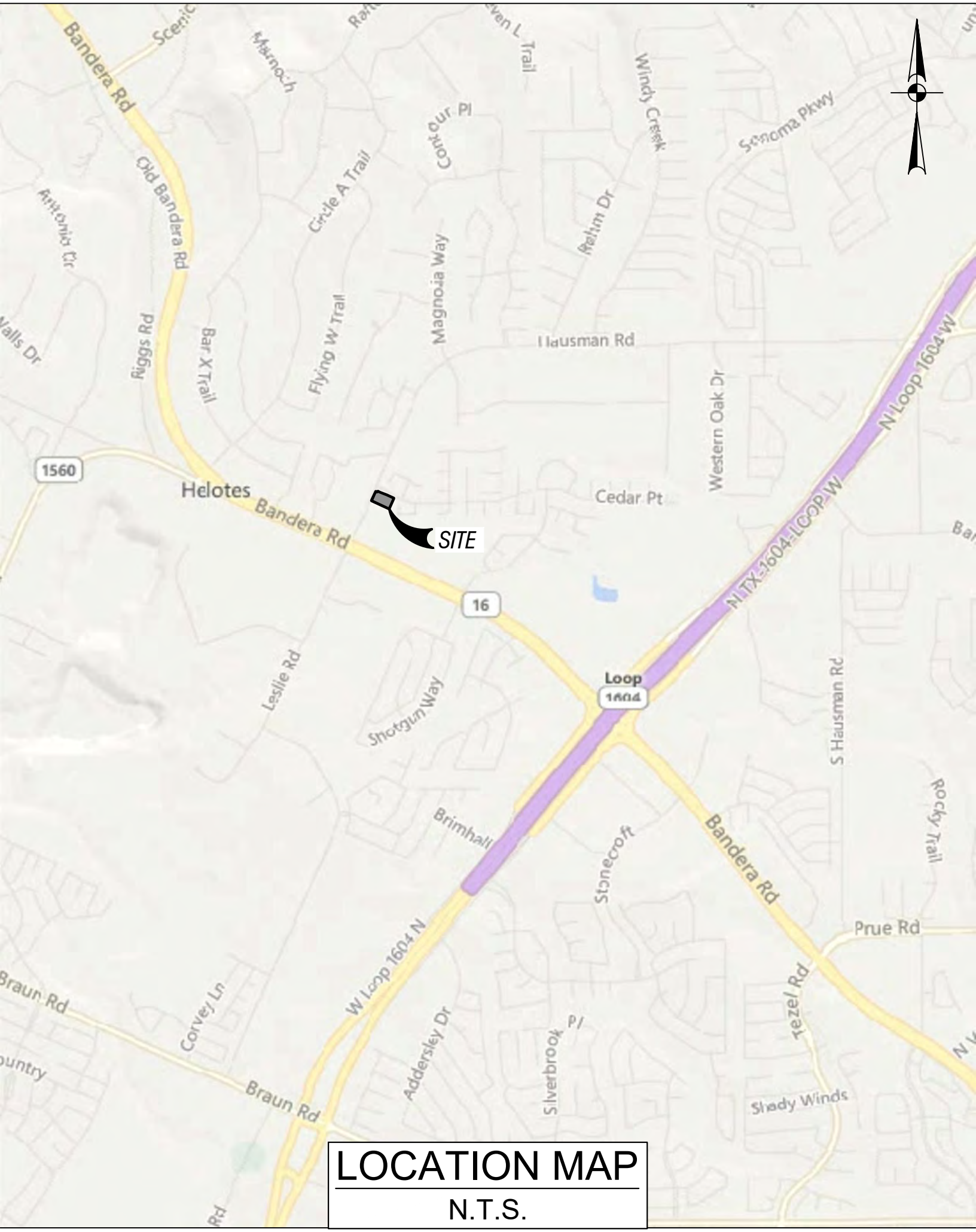
Thank you for your assistance.

Sincerely,

Nathan Moreno, P.E.

APPENDIX A

- LOCATION MAP
- FEMA FIRMETTE MAP
- IMPERVOUS COVER EXHIBIT



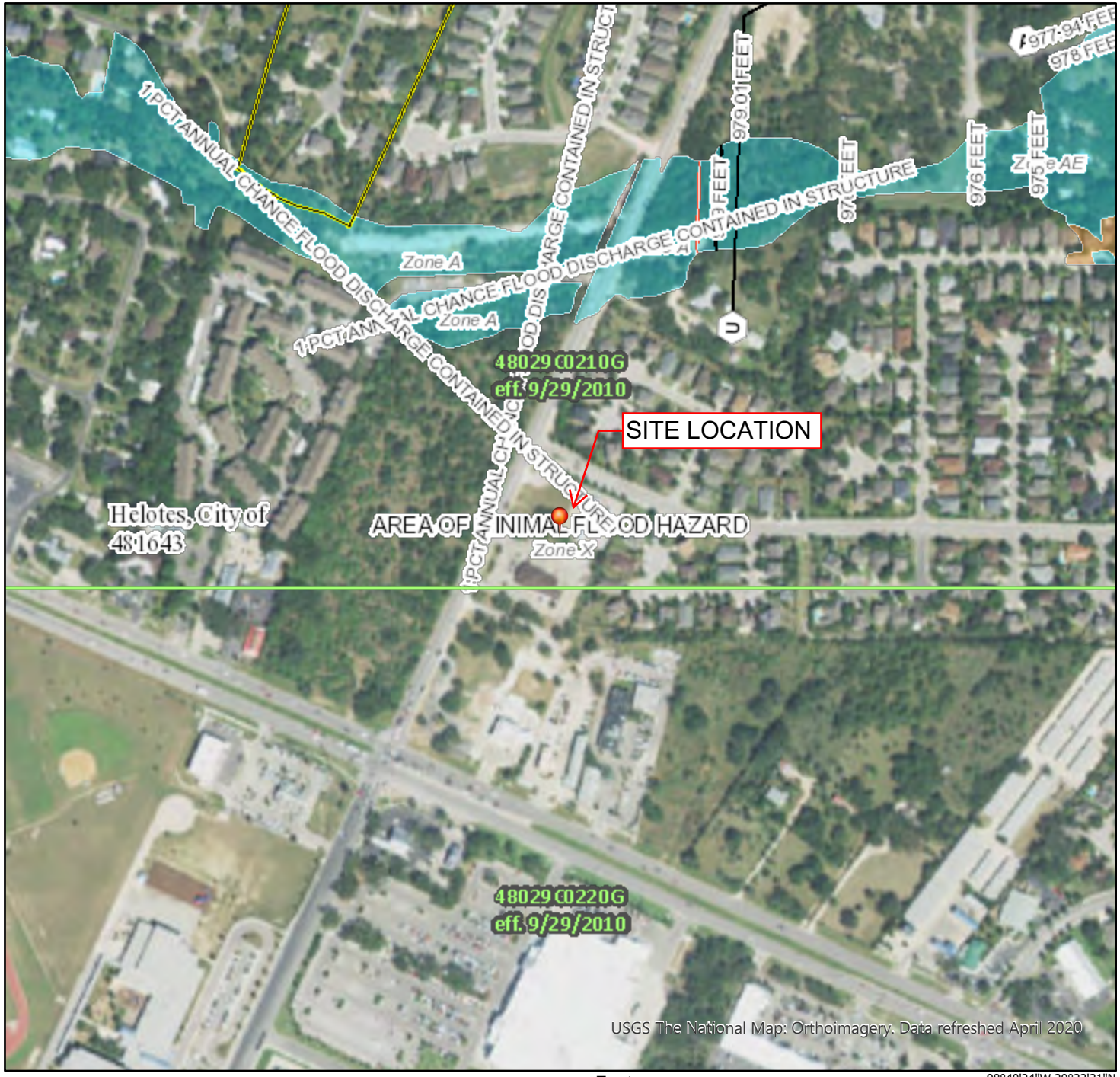
LOCATION MAP

N.T.S.

National Flood Hazard Layer FIRMette

FEMA

98°41'2"W 29°34'2"N



98°40'24"W 29°33'31"N

Feet

0 250 500 1,000 1,500 2,000

1:6,000

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS

- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- B 20.2 17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
- 8 Coastal Transect
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

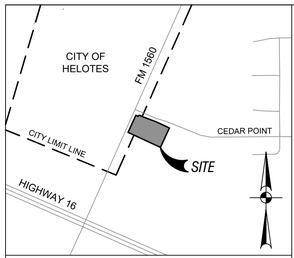
N

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 8/19/2020 at 6:56 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

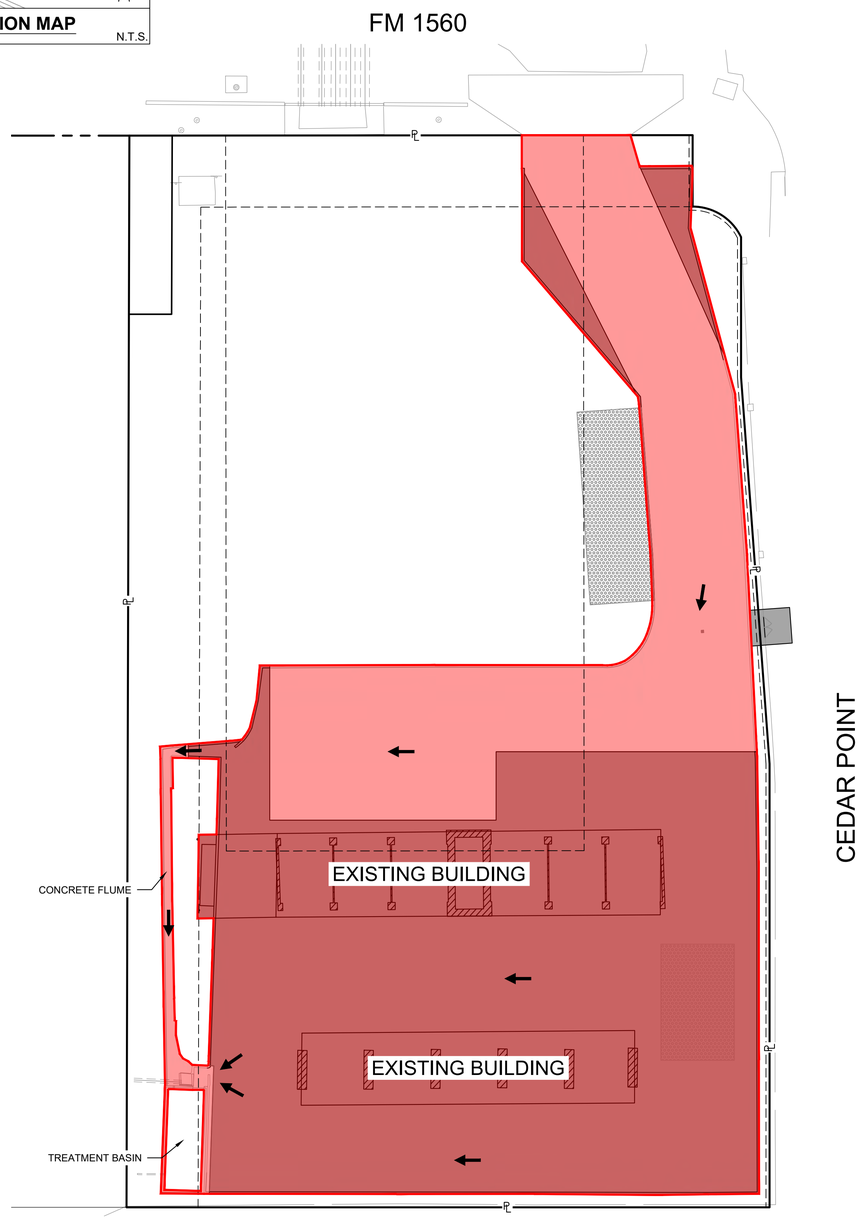


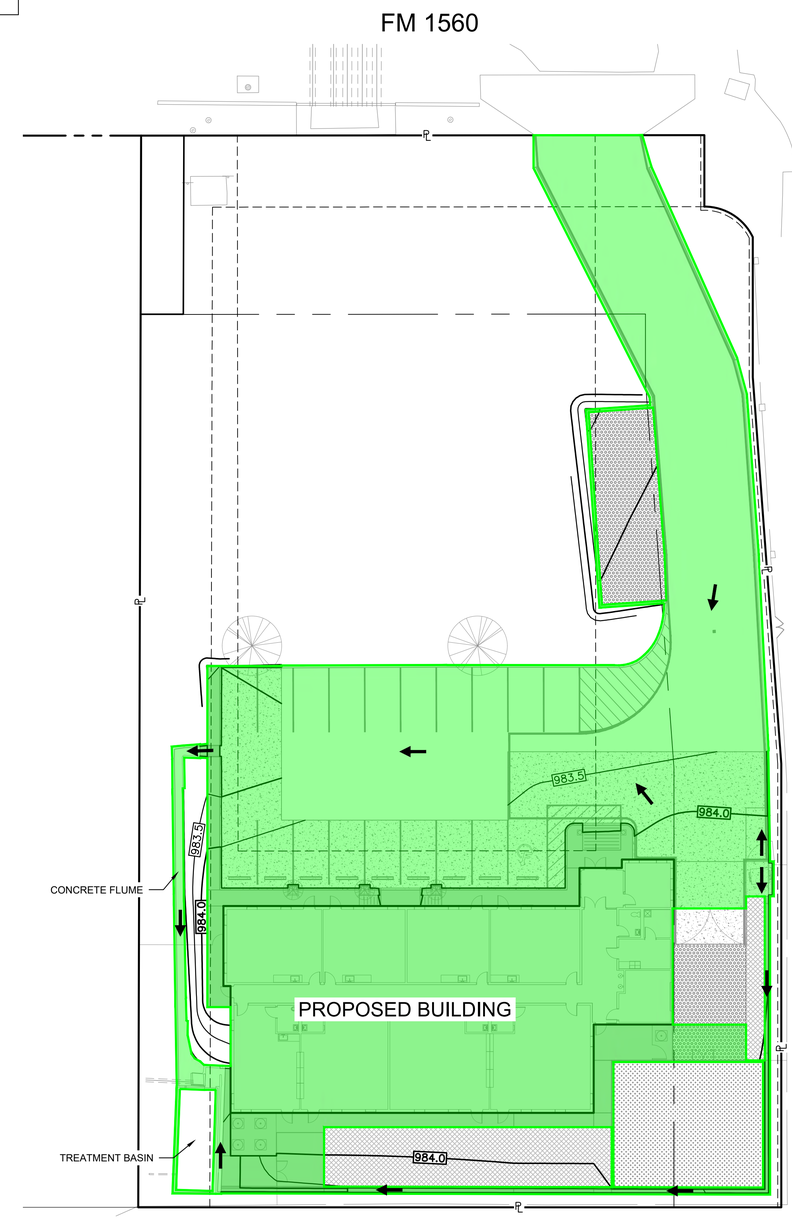
LOCATION MAP N.T.S.

IMPERVIOUS COVER SUMMARY	
EXISTING CONDITIONS	27,996 SF
PROPOSED CONDITIONS	24,152 SF
DIFFERENCE	-3,844 SF

SCALE: 1" = 20'

0 20 40





LEGEND

IMPERVIOUS COVER

EXISTING CONDITIONS

H&S SUBDIVISION (HELOTES CAR WASH)

PROPOSED CONDITIONS

LITTLE CHERUB CHILDCARE CENTER

LEGEND

IMPERVIOUS COVER

NO.	REVISION	DATE

DESIGN BY: NM
DRAWN BY: –
CHECKED BY: –
SCALE:
JOB NUMBER:

SGM, LLC
507 MESA WALK, SAN ANTONIO, TX 78258
T.B.P.E. FIRM REGISTRATION # F-14285
(210) 332 - 7763

STATE OF TEXAS
NATHAN MORENO
107581
LICENSED
PROFESSIONAL ENGINEER
9/3/20

LITTLE CHERUB CHILDCARE CENTER

12840 N FM 1560
HELOTES, TX 78023

IMPERVIOUS COVER EXHIBIT

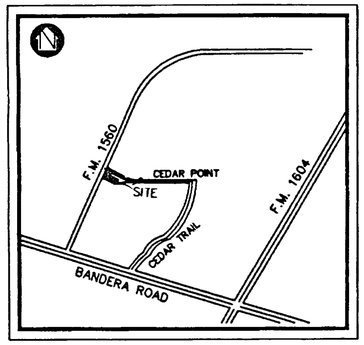
SHEET 1 OF 1

SEPTEMBER 2020

ATTACHMENT B

Book 09543 Page 0088

99- 0074528



LOCATION MAP

Filed for Record in:
BEXAR COUNTY, TX
GERRY RICKHOFF, COUNTY CLERK

On Apr 21 1999

At 11:36am

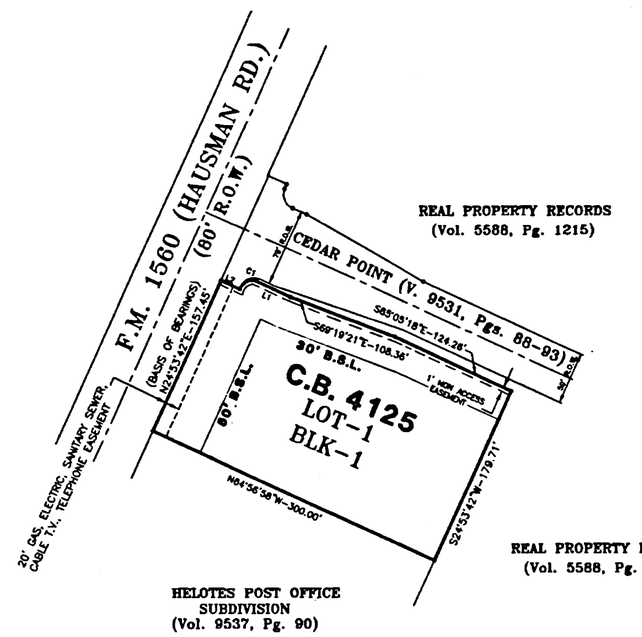
Receipt #: 220766
Recording: 25.00
Doc/Mgmt : 6.00

Doc/Num : 99- 0074528

Deputy -Betty Sepulveda

RECORDERS MEMORANDUM

At time of Recordation this instrument was found to be inadequate for good photographic reproduction due to : (illegibility, carbon or photo copy, discolored paper, deterioration, etc.)



CURVE	RADIUS	DELTA	LENGTH	CHORD	CHORD BEARING
C1	15.00'	64° 15' 31"	16.82'	15.96'	N 56° 56' 18" E

LENGTH	BEARING	DISTANCE
L1	S 65°06' 18" E	20.00'
L2	S 65°05' 18" E	39.21'

SUBDIVISION PLAT ESTABLISHING
CEDAR SPRINGS SUBDIVISION UNIT-12

BEING 1.206 ACRES OUT OF A 157.522 ACRE TRACT RECORDED IN VOL. 5588 ON PAGE 1215, OF THE OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF BEXAR COUNTY, TEXAS.

GRAPHIC SCALE

100 0 50 100 200

(IN FEET)
1 INCH = 100 FT.

"WASTEWATER EDU NOTE. THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNIT (EDUs) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE AT THE SAN ANTONIO WATER SYSTEM UNDER THE PLAT NUMBER ISSUED BY THE PLANNING DEPARTMENT."

THE CITY ENGINEER OF THE CITY OF HELOTES HEREBY CERTIFIES THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY AS TO WHICH HIS APPROVAL IS REQUIRED.

ACTING CITY ENGINEER

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF THE LAND SHOWN ON THIS PLAT IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

OWNER — DULY AUTHORIZED AGENT

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED DULY AUTHORIZED AGENT ON THIS DAY PERSONALLY APPEARED TED SELLARS KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF THIS OFFICE THIS 6th DAY OF July A.D., 1998

NOTARY PUBLIC
BEXAR COUNTY, TEXAS.

SALAH E. DIAB
NOTARY PUBLIC
State of Texas
Comm. Exp. 03-05-2001

THIS PLAT OF CEDAR SPRINGS SUBDIVISION UNIT-12 HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

DATED THIS 9th DAY OF July A.D., 1998

BY: MAYOR

BY: Vicki Graham
SECRETARY

CITY OF HELOTES • COUNTY OF BEXAR • INCORPORATED 1981

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION ON THE GROUND.

REGISTERED PROFESSIONAL LAND SURVEYOR

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS THE 21st DAY OF APRIL A.D. 19 98

NOTARY PUBLIC
BEXAR COUNTY, TEXAS

STATE OF TEXAS
REGISTERED
RANDALL L. STOUT
4289
PROFESSIONAL

SALAH E. DIAB
NOTARY PUBLIC
State of Texas
Comm. Exp. 03-05-2001

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS, AND DRAINAGE LAYOUT, AND TO THE BEST OF MY KNOWLEDGE, THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION ORDINANCE, EXCEPT FOR THOSE VARIANCES THAT MAY HAVE BEEN GRANTED BY THE PLANNING COMMISSION OF THE CITY.

REGISTERED PROFESSIONAL ENGINEER

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS THE 21st DAY OF APRIL A.D., 19 98

STATE OF TEXAS
SALAH E. DIAB
55516
REGISTERED
PROFESSIONAL ENGINEER

NOTARY PUBLIC
BEXAR COUNTY, TEXAS.

SOUMAYA D. DOENGES
NOTARY PUBLIC
State of Texas
Comm Exp 03-05-2001

STATE OF TEXAS
COUNTY OF BEXAR

I, Gerry Rickhoff COUNTY CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE, ON THE 21st DAY OF April A.D. 1999 AT 11:36 A.M. AND DULY RECORDED THE 21st DAY OF April A.D. 1999 AT 4:00 P.M. IN THE RECORDS OF Deed and Plat OF SAID COUNTY, IN BOOK VOLUME 9543 ON PAGE 88

IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS 21st DAY OF April A.D., 19 99

COUNTY CLERK, BEXAR COUNTY TEXAS

BY: DEPUTY

COUNTY CLERK
BEXAR COUNTY, TEXAS

THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC AND GAS SYSTEM (CITY PUBLIC SERVICE BOARD) IS HEREBY DEDICATED THE EASEMENT AND RIGHT-OF-WAY FOR ELECTRIC AND GAS DISTRIBUTION AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT", "ANCHOR EASEMENT", "SERVICE EASEMENT", "OVERHANG EASEMENT", "UTILITY EASEMENT" AND "TRANSFORMER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTION, RECONSTRUCTION, MAINTAINING, REMOVING, INSPECTING, PATROLLING AND ERECTING POLES, HANGING OR BURYING WIRES, CABLES, CONDUIT, PIPELINES OR TRANSFORMERS, EACH WITH ITS NECESSARY APPURTENANCES, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LAND, THE RIGHT TO RELOCATE SAID FACILITIES WITHIN SAID EASEMENTS AND RIGHT-OF-WAY AREAS, AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH EFFICIENCY OF SAID LINES OR APPURTENANCES THERETO. IT IS AGREED AND UNDERSTOOD THAT NO BUILDINGS, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN SAID EASEMENT AREAS.

ANY CPS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS EQUIPMENT, LOCATED WITHIN SAID EASEMENT, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.

THIS PLAT DOES NOT AMEND, ALTER, RELEASES OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED BELOW.

ELECTRIC, GAS, TELE and CA.TV. ESM'T. ---------- E, G, T and CA. TV. ESM'T.
BUILDING SETBACK LINE ---------- B.S.L.

Seda Consulting Engineers, Inc.
SCE
2939 MOSSROCK, SUITE 225 (210) 308-0057
San Antonio, Texas 78230 FAX:(210) 308-8642
CIVIL • STRUCTURAL • ENVIRONMENTAL • PLANNER

and

R.L. STOUT SURVEY CO.
4235 Misty Springs
San Antonio, Texas 78244
(210) 662-8680

C:\ACAD\DWGS\696\P696.DWG

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

- ☐ **PUBLIC HEARING**
- ☐ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☒ **CONSENT**
- ☐ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Acceptance of the resignation of Mike McGlothing from the City of Helotes Planning & Zoning Commission, Place Four. (Commissioner McGlothing)

EXECUTIVE SUMMARY:

Mike McGlothing has moved out of the City of Helotes and is no longer able to serve on the Planning & Zoning Commission. He has provided written notification of his resignation to City Council.

ATTACHMENTS:

Attachment A – Resignation

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: November 5, 2020

Attachment A

Celina Perez

From: Michael McGlothing [redacted]
Sent: Thursday, November 05, 2020 2:53 PM
To: Celina Perez
Subject: P&Z resignation

Honorable Mayor Schoolcraft and Councilmembers,

Please accept my resignation from the Helotes Planning and Zoning Commission. Sharon and I have moved outside of Helotes, which means I am no longer able to serve as a Commissioner. I have enjoyed all the years working with all the fine Helotes Staff, Fire and Police employees... they are all top-notch! I have also enjoyed my time on the City Council and P&Z Commission where I hopefully contributed to Helotes being the fine City that it is. Sharon and I already miss being in Helotes with all our friends, but we have many fond memories that we are taking with us.

Best regards,
Mike McGlothing

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

☐ **PUBLIC HEARING**
☐ **UNFINISHED BUSINESS**
☒ **INDIVIDUAL**

CAPTION:

Discussion of and action on a request by PR Custom Signs for approval of a wall sign, pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Old Town Helotes Special District*, Subparagraph (g)(6) (b)(2) *Commercial Signs – Projecting, Wall, Hanging, or In / On Windows* for Texas Property Group located at 14893 Bandera Road, Suite 5B, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242125. (Applicant)

EXECUTIVE SUMMARY:

Texas Property Group, a full service real estate brokerage, is a new tenant in the office building located at 14893 Bandera Road. The building is situated in the Old Town Helotes zoning district and located near the intersection of Bandera Road and Scenic Loop Road.

The applicant has submitted a sign permit application for their new office space. The sign specifications are:

- Sign Type: Wall Mount
- Sign Text: Texas Property Group Ranch Sales
- Sign Area: 13 square feet (2.5 feet height x 5.2 feet length); Not to exceed 32 s.f.
- Quantity: One wall sign
- Design: Black background, white State of Texas outline, and red/white text
- Lighting: Internally illuminated by LED lighting
- Code: Complies with Section 98-72 *Old Town Helotes Special District*, Subparagraph (g)(6) (b)(2) *Commercial Signs – Projecting, Wall, Hanging, or In/On Windows*

ATTACHMENTS:

Attachment A – P&Z Meeting Report
Attachment B – Letter of Authorization
Attachment C – Location Map
Attachment D – Sign Permit Application

PREPARED BY: Ernest Cruz, Development Services Director

DATE SUBMITTED: October 7, 2020

6 October 2020

To: City Council

From: Gregg Michel
Chairman, Planning and Zoning Commission

Re: Planning and Zoning Commission Monthly Report

The Planning & Zoning Commission held its regular monthly meeting on October 6. The Commission took the following action:

- Unanimously recommended approval of a request by PR Custom Signs for a wall sign for Texas Property Group at 14893 Bandera Road, Suite 5B.

- Unanimously recommended denial of a request Southwest Texas Sign Service for secondary wall sign for O'Reilly Auto Parts at 13523 Bandera Road. The Commission believes this sign, which would face southbound Bandera Road traffic, would require a variance since the existing wall sign already faces Bandera Road. Moreover, some Commissioners believe that this second wall sign is not necessary given the existing monument sign that fronts Bandera Road.

- Voted 7-1 to recommend approval of a request Southwest Texas Sign Service for secondary monument for O'Reilly Auto Parts at 13523 Bandera Road on the condition that the address be added to the sign and that the applicant consider reducing the overall size of the sign to better fit with its location along a street (Riggs Road) with traffic that moves much slower than on Bandera Road.

NUS Rental, Inc.
14893 Bandera Rd., Suite #8
Helotes, TX 7823
Sept 21, 2020

Texas Property Group
14893 Bandera Rd., Suite #5C
Helotes, TX 78023

Dear Kara Gilbert,

I have reviewed the proposed business sign plans and picture, and hereby give my written approval to affix this sign to the outside of the office building.

Sincerely,

Leanne Marquez
Property Manager

Attachment C

Property Identification #: 242125

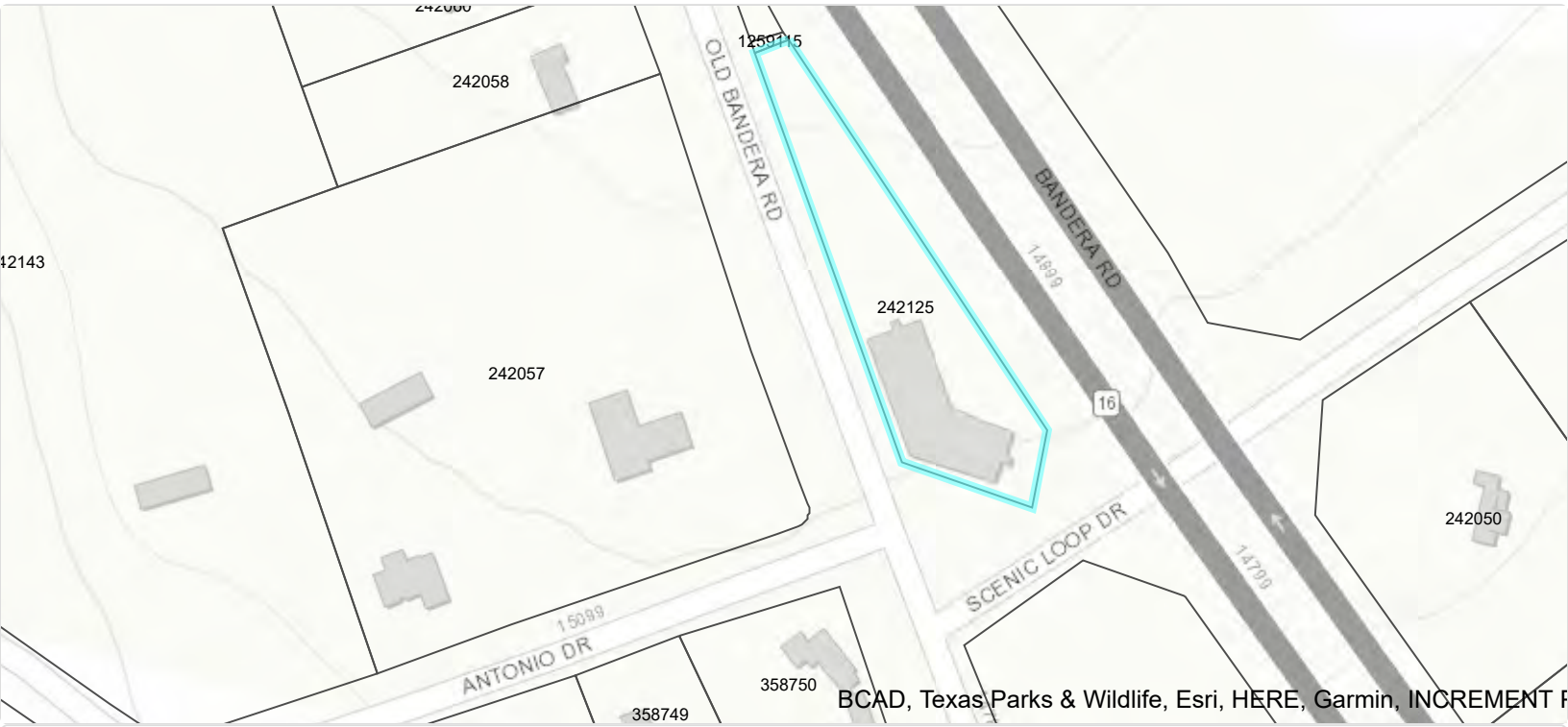
Geo ID:	04524-000-0450
Situs Address:	14893 BANDERA RD HELOTES, TX 78023
Property Type:	Real
State Code:	F1

Property Information: 2021

Legal Description:	CB 4524 P-45 ABS: 645
Abstract:	A04524
Neighborhood:	NBHD code51310
Appraised Value:	N/A
Jurisdictions:	08, 06, 11, 09, CAD, 56, 10, 42

Owner Identification #: 3065133

Name:	NUS RENTAL INC
Exemptions:	
DBA:	NUS RENTAL INC



Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

Attachment C

Google Maps

Imagery ©2020 Google, Imagery ©2020 CAPCOG, Maxar Technologies, Map data ©2020 50 ft

Subject: FW: New Form Submission: Sign Permit

From: City of Helotes <info@helotes-tx.gov>
Sent: Wednesday, September 16, 2020 9:42 AM
To: Ernest Cruz <ECruz@Helotes-TX.gov>; Belenda Parker <BParker@Helotes-TX.gov>; Nicole Mayfield <nmayfield@Helotes-TX.gov>
Subject: New Form Submission: Sign Permit

Someone submitted the Sign Permit form: Date: 09/16/2020 09:41 AM

1. Date: : 16/09/2020

2. Applicant Name: : Texas Property Group

3. Applicant Phone No.: : 2106161050

4. Applicant Email: : kara.gilbert.tx@gmail.com

5. Sign Location Address: : Address: 14893 Bandera Road Suite 5B
Address 2:
City: Helotes
State: Texas
Zip: 78023
Country: United States

6. Business Use: : Office Space.

7. No. of Businesses: : 1

8. Current Zoning: : 1

9. Property Owner Name (if different from applicant): : Dan Cox

10. Property Owner's Address (if different from applicant): :
Address: Address 2:
City:
State:
Zip:
Country: United States

11. Master Sign License Holder Name: : Pedro Ramos

12. Master Sign Contractor's License No.: : 18990

13. Master Sign Contractor's Phone No.: : 2107815393

14. Master Sign Contractor's Email: : PRCUTOMSIGNS@gmail.com

15. Sign Company Name : PR CUSTOM SIGNS

16. Sign Company Business Address: : Address: 10869 Hillpoint
Address 2:
City: San Antonio
State: Texas
Zip: 78217
Country: United States

17. Sign Type: : Wall Mount

18. Linear Feet of Applicable Building or Lease Space Frontage: : 13'

19. Sign Dimensions: : 62" x 30.5"

20. Sign Square Footage: : 13

21. Sign Height: : 2.5'

22. Sign Colors: : Black, white and red

23. Sign Text: : Texas Property Group Ranch Sales

24. Sign Lighting: : Iluminated

25. If illuminated, indicate type of lighting: : White LED's.

26. Signage Plans: : https://www.helotes-tx.gov/assets/uploads/general/1600267305_texas_property_group_render.pdf

27. Signage Color Sketches and Photographs: : https://www.helotes-tx.gov/assets/uploads/general/1600267305_texas_property_group_render.pdf

28. Signage Site Plan: : https://www.helotes-tx.gov/assets/uploads/general/1600267305_texas_property_group_render.pdf

29. Property Owner's Consent: : https://www.helotes-tx.gov/assets/uploads/general/1600267305_texas_property_group_owner_approval..jpg

30. Applicant Signature : Pedro Ramos

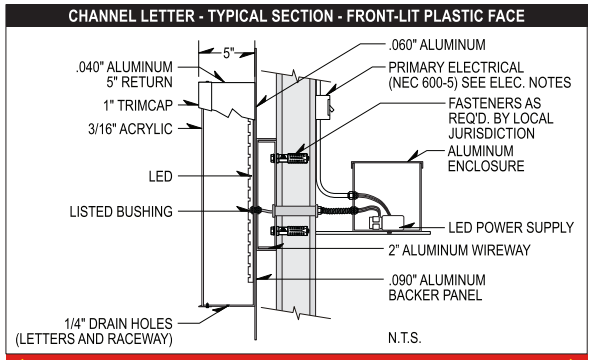
Front lit plex face channel letters w/ wireway mounted

Attachment D

QUANTITY:	**ONE**
Overall Height:	**2.5'**
Overall Length:	**5.2'**
Total Sq.Ft.:	**13 SqFt**
Returns:	**Black**
Backs:	**White**
Trimcap:	**Black**
Face:	**White and red acrylic**
First-surface translucent vinyl:	**Black**
Backer Panel:	**Black**
Wireway:	**Black**
Illumination:	**White Led's**

NOTES:

- WHITE interiors for increased illumination
- All paint two-stage automotive acrylic



ELECTRICAL NOTES

Sign Company DOES NOT provide primary electrical to sign.
Power to the sign must be done by a licensed electrical contractor or licensed electrician.
Each sign must have:
1. A minimum of one dedicated 120V 20A circuit
2. Junction box installed within 6 feet of sign
3. Three wires: Line, Ground, Neutral

Client Name: **Texas Property Group**

Location:

Attachment D

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

☐ **PUBLIC HEARING**
☐ **UNFINISHED BUSINESS**
☒ **INDIVIDUAL**

CAPTION:

Discussion of and action on a request by Southwest Texas Sign Service, Inc. for approval of signage for O'Reilly Auto Parts located at 13523 Bandera Road, Helotes, Texas, 78023, more particularly described as BCAD Prop. ID No. 1273575, and including the following:

a. Secondary Wall Sign, pursuant to Municipal Code of Ordinances Chapter 66 *Signs,* Section 66-51 *Commercial Signs:* Subparagraph (b) *Wall Signs*; and

b. Secondary Monument Sign, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 *Commercial Signs: Single-Business Use Monument Type* (Recommendation Item; Applicant)

BACKGROUND:

On September 5, 2017, the Planning and Zoning Commission approved the conceptual design plan for O'Reilly Auto Parts Store, including signage. On August 22, 2019, signage permits were issued for the store. The existing signage is as follows:

- Existing Wall Sign – 69.29 square feet
  - Located on the front of the building, facing Bandera Road
- Existing Monument Sign – 75 square feet
  - Located at the front of the property, facing Bandera Road

EXECUTIVE SUMMARY:

The subject property is located between Bandera Road and Riggs Road, just North of Bobby J's Hamburgers. The applicant is requesting a secondary wall sign on the building's north elevation, going southbound on Bandera Road, and a secondary monument sign behind the store, parallel to Riggs Road. The applicant asserts that the downward slope of the property hinders building visibility and believes that signage will help customers identify the store.

The specifications for the additional signage are:

- **Item No. 6 A**
  Secondary Wall Sign
  - Size: 30 square feet (69.29 s.f. existing + 30 s.f. secondary = 99.29 s.f.); Not to exceed 100 square feet
  - Quantity: Max of two signs; One sign per street or pedestrian way which the building faces or abuts
  - Location: Right side of building for visibility when driving South on Bandera Road
  - Design: Red, white, green, and black national branding colors
  - Lighting: Background will be opaque – Text internally illuminated
  - Code: Complies with Section 66-51 *Commercial Signs:* Subparagraph (b) *Wall Signs*

- **Item No. 6 B**
  Secondary Monument Sign
  - Size: 84 square feet; Not to exceed 84 square feet
  - Height 7 feet; Not to exceed 8 feet
  - Quantity: One sign for each street frontage on which the building abuts
  - Location: Behind the store, on the Riggs Road side entrance
  - Design: Red, white, green, and black national branding colors
  - Lighting: Internally illuminated
  - Landscaping: Minimum of 2 feet landscaping around the base as depicted in planting schedule
  - Code: Complies with Section 66-49 *Commercial Signs: Single-Business Use Monument Type*

ATTACHMENTS:

Attachment A – P&Z Meeting Report
Attachment B – Letter of Intent / Authorization
Attachment C – Location Maps
Attachment D – Wall Sign Permit Application (secondary wall sign)
Attachment E – Monument Sign Permit Application (secondary monument sign)
Attachment F – Existing Signage

PREPARED BY: Ernest Cruz, Development Services Director

DATE SUBMITTED: October 7, 2020

6 October 2020

To: City Council

From: Gregg Michel
Chairman, Planning and Zoning Commission

Re: Planning and Zoning Commission Monthly Report

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- Unanimously recommended approval of a request by PR Custom Signs for a wall sign for Texas Property Group at 14893 Bandera Road, Suite 5B.

- Unanimously recommended denial of a request Southwest Texas Sign Service for secondary wall sign for O'Reilly Auto Parts at 13523 Bandera Road. The Commission believes this sign, which would face southbound Bandera Road traffic, would require a variance since the existing wall sign already faces Bandera Road. Moreover, some Commissioners believe that this second wall sign is not necessary given the existing monument sign that fronts Bandera Road.

- Voted 7-1 to recommend approval of a request Southwest Texas Sign Service for secondary monument for O'Reilly Auto Parts at 13523 Bandera Road on the condition that the address be added to the sign and that the applicant consider reducing the overall size of the sign to better fit with its location along a street (Riggs Road) with traffic that moves much slower than on Bandera Road.

Attachment B

August 13, 2020

To: Ernest Cruz

City of Helotes

O'Reilly respectfully requests and proposes additional signage due to the downward slope of the property causing the store to not be very visible until motorist are past the drive entrance.

We have also become very aware of the amount of traffic on Riggs Rd behind the store and propose the monument structure will aide in helping customers looking for our store.

Please let us know if you need additional information.

Kindest regard,

Claudia Letterman
Project Administrator
O'Reilly Automotive Stores, Inc

Attachment B

O'Reilly AUTO PARTS
PROFESSIONAL PARTS PEOPLE

P.O. Box 1156 ✤ 233 S. Patterson
Springfield, MO 65801
Phone (417)-862-3333
www.oreillyauto.com

August 13th 2020

RE: Letter of Authorization

TO: Applicable Governing Authority

The purpose of this letter is to notify you that I am allowing Southwest Texas Sign Service to sign and notarize the Sign Permit Application for the signs at the O'Reilly store located at 13523 Bandera Rd Helotes TX 78023 on my behalf.

Regards,

Sara Lucas

Sara Lucas
Real Estate Development Administration and Services Manager
233 S Patterson Ave
Springfield MO 65802

Attachment C

Property Identification #: 1273575

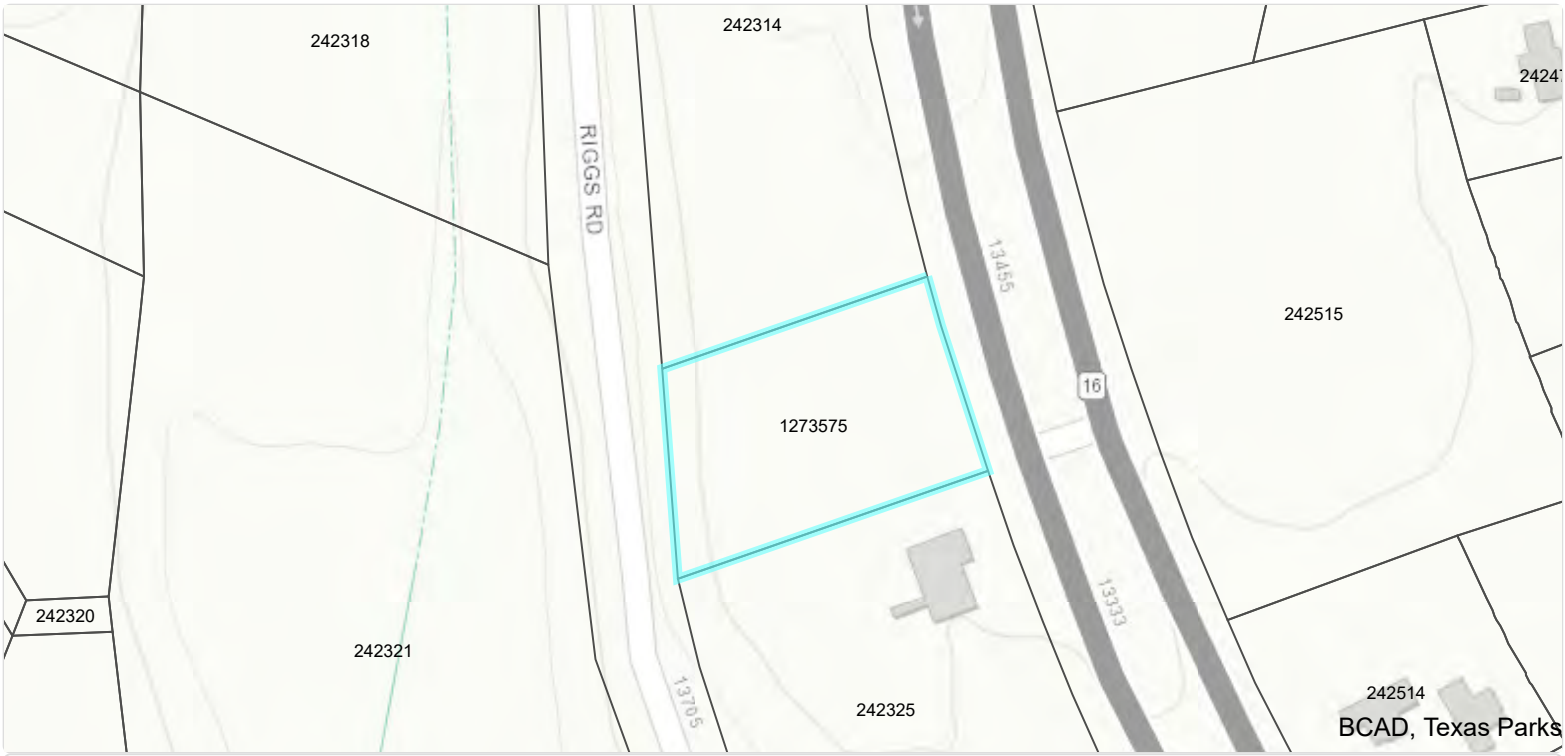
Geo ID:	04525-181-0010
Situs Address:	BANDERA RD HELOTES, TX 78023
Property Type:	Real
State Code:	F1

Property Information: 2021

Legal Description:	CB 4525 M (O'REILLY HELOTES SUB'D), BLOCK 1 LOT 1
Abstract:	9722/180
Neighborhood:	NBHD code51320
Appraised Value:	N/A
Jurisdictions:	08, 10, 11, CAD, 06, 09, 56, 42

Owner Identification #: 2890400

Name:	O'REILLY AUTO ENTERPRISES LLC
Exemptions:	
DBA:	O'REILLY AUTO PARTS(under construction)



Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

Attachment C

Google Maps

Imagery ©2020 Google, Map data ©2020 20 ft

City of Helotes
Development Services
Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

(ADDT'L WALL SIGN)

Attachment D

SIGN PERMIT APPLICATION

CHAPTER 66,

Sign Administrative Procedures

Name of Applicant: Mary Gorman Date: 09/17/2020

Sign Location Address: 13523 Bandera Rd.

Legal Description: Lot #: 1 Block #: 1 CB/NCB #: 4525

Use of Building: Commercial - Retail

No. of Businesses: _____ Zoning: B-3

Name of Property Owner: O'Reilly Auto Enterprises, LLC Phone #: (417) 862-2674

Property Owner's Address: 233 S. Patterson Springfield, MO 65802

Name of Sign Contractor: Southwest Texas Sign Service, Inc.

Contractor's License #: 12871 Phone #: (210) 648-1928

E-mail Address: mary@swtss.com

Contractor's Business Address: 7280 S. W.W. White Rd. San Antonio TX 78222

Type of Sign:
- ☐ Monument, Multi-Tenant
- ☑ Wall Mount
- ☐ Window
- ☐ Residential Entry
- ☐ Monument, Single Business
- ☐ Hanging
- ☐ Public/ Non-Profit Signage
- ☐ Traffic Control
- ☐ Projecting
- ☐ Miscellaneous Signage
- ☐ Other _____

Linear Feet of Building or Lease Space Frontage: (Right Side Elevation) 84.48 Linear Feet

Sign Dimensions: 3'-0" x 10'-0" Square Footage: 30 SF Height: 13'-10" Sign Colors: Green, White & Black

Sign Text: O'Reilly Auto Parts

Non-Illuminated Sign: ☐ Illuminated Sign: ☑ Type of Lighting: LED

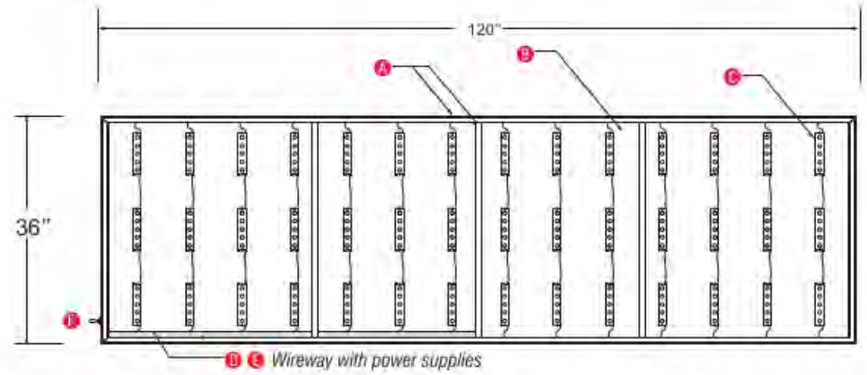
Applicant must attach the following documents:

- Thirteen (13) sets of plans indicating sign size, color, type of material, and its parts; message size and style of lettering; type of lighting; method of attachment; associated landscaping.
- Thirteen (13) sets of color sketches, color photographs, or similar scaled presentation of the sign and building that shows how each would appear in relation to the other.
- Site plan showing location of proposed sign and copy of plat, if available, to determine easement locations.
- Written consent from the property owner.

Applicant's Signature: _____ Date: 09/17/2020

Printed Name: Mary Gorman Phone #: _____

Applicant's Address: 7280 S. W.W. White Rd. San Antonio, TX 78222

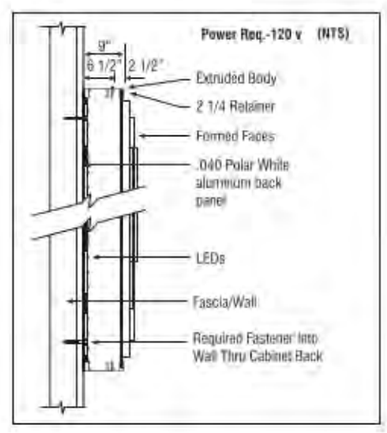


② Layout
Scale: 1/2" = 1'-0"

- A 9" deep extruded cabinet with 1"square tube support structure and 2 1/4"retainers.
- B .040 pre-painted Polar White aluminum backer panel.
- C GE-Tetra PowerStrip SS White LED's, **Part #GESS71-1 (7100**k) 5 LED's per module (single sided modules). Modules on 10" centers. 42 total modules.
- D GE-Tetra Power Supplies. **Part #GEPS12-60U-NA 12 Volt 50/60HZ** Load capacity: 14 modules per power supply. Total of three (3) per display.
- E Fabricated aluminum internal power supply wireway.
- F Disconnect with internal junction box.

Manufacture and supply one (1) new single face LED illum. cabinet with formed and embossed face.

- A Face is formed out of lexan with 2" draw. "O'Reilly" graphics are double embossed, "Auto Parts" copy is single embossed with painted graphics on 2nd surface. Graphics to match PMS 200c Red, PMS 342c Green, Black and White.
- B Single face extruded cabinet with 2 1/4"retainers. Vertical GE (GESS71-1) Tetra Power strip White LED illumination. Paint cabinet to: **Gloss Black**



O'Reilly AUTO PARTS

O'Reilly Auto Parts
233 Patterson St.
Springfield, MO 65803

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Property of O'Reilly Automotive Inc.

Colors on print may not accurately depict specific colors.

36 x 120
ORAP s/f
LED
cabinet

Attachment D

Not to Scale

Project Name:	O’Reilly Auto Parts # 5956 Helotes TX	Date:	09/23/20	Salesperson:	Claudia Letterman	Customer Signature:	
Address:	13523 Bandera RD, Helotes TX 78023	Scale:	1"=99.52’	Artist:	MGM		

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Attachment D

Not to Scale

Project Name:	O'Reilly Auto Parts # 5956 Helotes TX	Date:	09/23/20	Salesperson:	Claudia Letterman	Customer Signature:
Address:	13523 Bandera RD, Helotes TX 78023	Scale:	1"=99.52'	Artist:	MGM	

PROUDLY AFFILIATED WITH:

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City of Helotes
Development Services
Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

(ADDT'L MONUMENT SIGN)

SIGN PERMIT APPLICATION

Attachment E

CHAPTER 66,

Sign Administrative Procedures

Name of Applicant: Mary Gorman Date: 09/17/2020

Sign Location Address: 13523 Bandera Rd.

Legal Description: Lot #: 1 Block #: 1 CB/NCB #: 4525

Use of Building: Commercial - Retail

No. of Businesses: 1 Zoning: B-3

Name of Property Owner: O'Reilly Auto Enterprises, LLC Phone #: (417) 862-2674

Property Owner's Address: 233 S. Patterson Springfield, MO 65802

Name of Sign Contractor: Southwest Texas Sign Service, Inc.

Contractor's License #: 12871 Phone #: (210) 648-1928

E-mail Address: mary@swtss.com

Contractor's Business Address: 7280 S. W.W. White Rd. San Antonio TX 78222

Type of Sign:
- ☐ Monument, Multi-Tenant
- ☐ Wall Mount
- ☐ Window
- ☐ Residential Entry
- ☑ Monument, Single Business
- ☐ Hanging
- ☐ Public/ Non-Profit Signage
- ☐ Traffic Control
- ☐ Projecting
- ☐ Miscellaneous Signage
- ☐ Other

Linear Feet of Building or Lease Space Frontage: N/A (Proposed sign to be placed on the Riggs Road Side)

Sign Dimensions: 7'-0" x 12'-0" Square Footage: 84SF Height: 7'-0" Sign Colors: Red, Green, Black & white.

Sign Text: O'Reilly Auto Parts

Non-Illuminated Sign: ☐ Illuminated Sign: ☑ Type of Lighting: LED

Applicant must attach the following documents:

- Thirteen (13) sets of plans indicating sign size, color, type of material, and its parts; message size and style of lettering; type of lighting; method of attachment; associated landscaping.
- Thirteen (13) sets of color sketches, color photographs, or similar scaled presentation of the sign and building that shows how each would appear in relation to the other.
- Site plan showing location of proposed sign and copy of plat, if available, to determine easement locations.
- Written consent from the property owner.

Applicant's Signature: Date: 09/17/2020

Printed Name: Mary Gorman Phone #: (210) 648-1928

Applicant's Address: 7280 S. W.W. White Rd. San Antonio TX 78222

Attachment E
Behind store, on Riggs Road side

Attachment E

O'Reilly AUTO PARTS

Helotes, TX
#5956
(Sub)

TUBE ART GROUP

Yakima Office
2323 W. Washington Ave
Yakima, WA 98902
509.469.8186
800.562.2854
Fax 509.469.8211

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0080
Customer Number

139141
Quote Number

OAP5956-HelotesTX-141
File Name

Paul Genge
Salesperson

Todd Hamilton
Drawn By

**
Checked By

September 16, 2020 **1.0**
Date

Revisions

[ ] Approved
[ ] Approved With Changes Noted

Customer Signature

Date

Landlord Signature

Date

Helotes, TX
#5956

Colors on print may not accurately depict specific colors.

① Monument Sign
Scale: 3/8" = 1'-0"

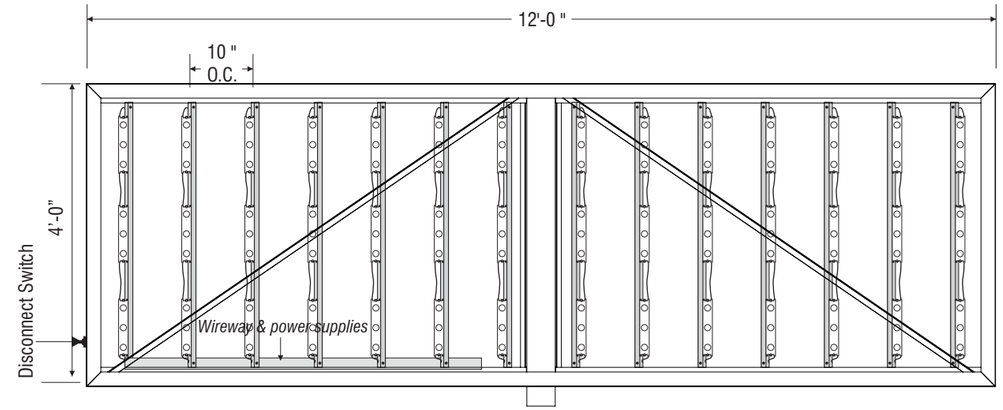
Part# 4_12-MonumentCabinet-PE-DF
48.00 sq.ft.

Manufacture and supply one (1) new d/f illum. monument cabinet with formed and embossed faces.

Ⓐ Faces are formed out of lexan with 2" draw. "O'Reilly" graphics are double embossed, "Auto Parts" copy is single embossed with painted graphics on 2nd surface. Graphics to match PMS 200c Red, PMS 342c Green, Black and White.

Ⓑ
Vertical GE (GEDS71-2) White DS LED illumination . Paint cabinet to: **Gloss Black**. Internal pipe/cabinet exposure calculation: **C80**
24" deep fabricated cabinet with 2 1/4" (removable-non hinged) retainers. Cabinet internally set up to receive 4" Sch. 40 steel pipe (pipe by others).

Standard Monument Sign Cabinet
4'-0" x 12'-0" Display
4_12-MonumentCabinet-PE-DF
48.00 sq.ft.



② Layout
Scale: 1/2" = 1'-0"

Ⓐ 24" deep fabricated cabinet with support structure and 2 1/4" retainers.

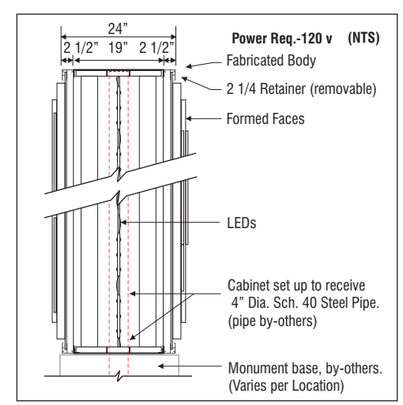
Ⓑ 4" Sch. 40 steel pipe (**provided by others**), shown for reference only.

Ⓒ GE-Tetra PowerStrip DS White LED's. **Part #GEDS71-2 (7100**k) 14 LED's per module (7 LED's per side) on GE-Tetra Mounting Rails. **Part #GEDSRL08**. Rails on 10" centers. 42 total modules.

Ⓓ GE-Tetra Power Supplies. **Part #GEPS24-100U NA 24 Volt 120-277VAC 50/60HZ** Load capacity: 16 modules per power supply. Total of two (3) per display.

Ⓔ Fabricated aluminum internal power supply wireway.

Ⓕ Disconnect Switch



TAG
TUBE ART GROUP

Yakima Office
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Yakima, WA 98902
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800.562.2854
Fax 509.469.8211

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0080
Customer Number

139141
Quote Number

OAP5956-HelotesTX-141
File Name

Paul Genge
Salesperson

Todd Hamilton
Drawn By

**
Checked By

September 16, 2020 1.0
Date

Revisions

[ ] Approved
[ ] Approved With Changes Noted

Customer Signature

Date

Landlord Signature

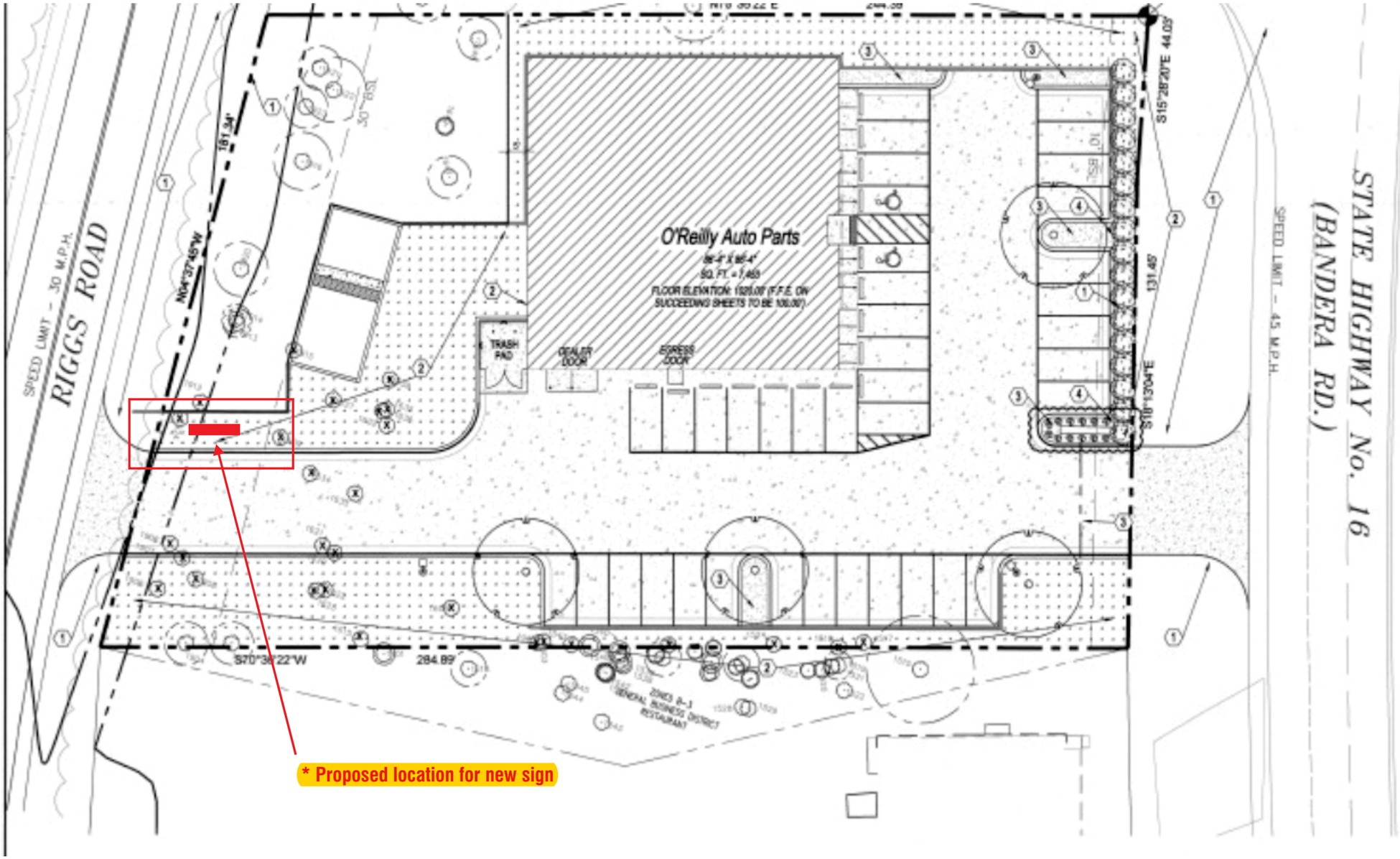
Date

O'Reilly

Helotes, TX
#5956

Colors on print may not accurately depict specific colors.

Attachment E



① Site Plan
Scale: NTS

Site Plan- Proposed location for new sign

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Yakima, WA 98902
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**
Checked By

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Date

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Customer Signature

Date

Landlord Signature

Date

O'Reilly

Helotes, TX
#5956

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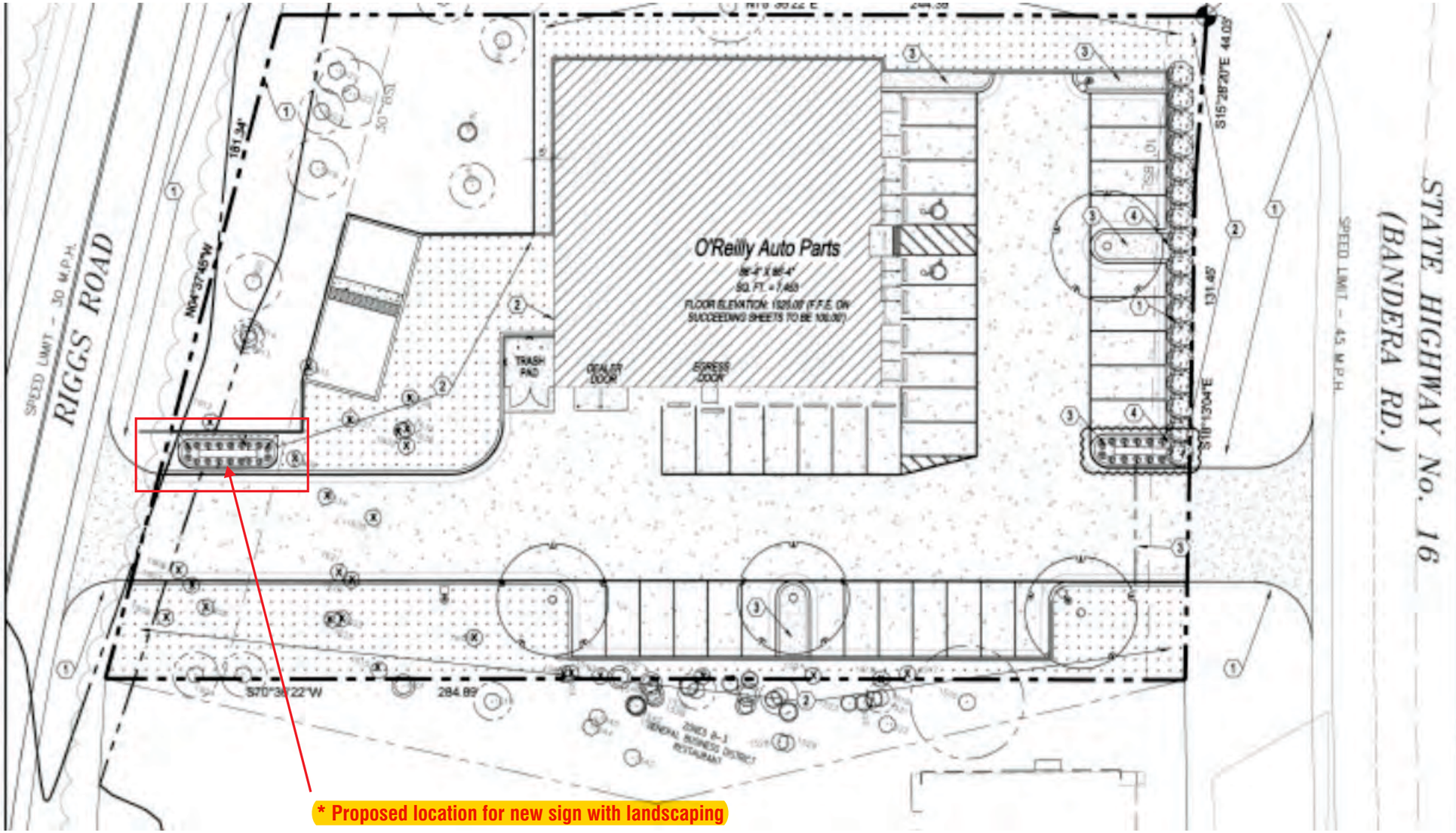
Attachment E



① Site Plan
Scale: NTS

Landscape Plan- Proposed location for new sign with landscaping.

PLANTING SCHEDULE

ALL PLANTINGS MAY BE SUBSTITUTED DUE TO REGION OR LOCAL REQUIREMENTS IF NECESSARY

MARK	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	DETAIL	NOTES
	TEXAS SAGE	LEUCOPHYLLUM FRUTESCENS	17	2' HEIGHT MIN. AT PLANTING AND PLANTED IN A DENSITY OF 1 EVERY 20 SQ.FT.	4/L1.2	FULL PLANT
	WINECUP	CALLIRHOE INVOLUCRATA	12	1 QUART CONTAINER PLANTED IN A PATTERN AS SHOWN.	4/L1.2	FULL PLANT

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TUBE ART GROUP

Yakima Office
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Yakima, WA 98902
509.469.8186
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0080
Customer Number

139141
Quote Number

OAP5956-HelotesTX-141
File Name

Paul Genge
Salesperson

Todd Hamilton
Drawn By

**
Checked By

September 16, 2020 1.0
Date

Revisions

[ ] Approved
[ ] Approved With Changes Noted

Customer Signature

Date

Landlord Signature

Date

O'Reilly

Helotes, TX
#5956

Colors on print may not accurately depict specific colors.

Attachment F
Existing - Daytime

Attachment F
Existing - Nighttime

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: November 12, 2020

AGENDA PLACEMENT:

- ☐ **PUBLIC HEARING**
- ☐ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas canvassing the returns and declaring the results of the General Election held on November 3, 2020 for the purpose of electing one (1) Council Member Place 1, one (1) Council Member Place 2, and one (1) Council Member Place 4 to the Helotes City Council. (Staff)

EXECUTIVE SUMMARY:

In accordance with Texas Election Code, Chapter 67 *Canvassing Elections*, the governing body shall conduct the official canvassing of the election results no later than 14 days after the election. The last day to conduct the official canvass is Tuesday, November 17, 2020.

Officials may not take office until the canvass is complete. After the canvass, officials can be issued a Certificate of Election and take the Oath of Office.

ATTACHMENTS:

Attachment A – Resolution

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: November 5, 2020

Attachment A

RESOLUTION NO. 20-_____

A RESOLUTION OF THE CITY OF HELOTES, TEXAS CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 3, 2020, FOR THE PURPOSE OF ELECTING ONE (1) COUNCIL MEMBER PLACE 1, ONE (1) COUNCIL MEMBER PLACE 2, AND ONE (1) COUNCIL MEMBER PLACE 4 TO THE HELOTES CITY COUNCIL.

WHEREAS, a General Election was held in the City of Helotes, Texas on November 3, 2020 for the purpose of electing one (1) Council Member Place 1, one (1) Council Member Place 2, and one (1) Council Member Place 4; and

WHEREAS, said election was duly and legally held in conformity with the election laws of the State of Texas, and the results of said election have been verified and returned by the proper judges and clerks; and

WHEREAS, section 67.003 of the Texas Election Code generally provides that each local canvassing authority shall convene not later than the fourteenth (14th) day after the November election date for the purpose of canvassing the election results; and

WHEREAS, section 67.004(a) of the Texas Election Code establishes that two members of the authority constitute a quorum for purposes of canvassing an election.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS:

Section One. The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

Section Two. The official canvass of the returns of the General Election held on November 3, 2020 reflects that the following named persons received the number of votes set opposite their names in the respective positions to be filled:

Candidate	Position	Votes Received
Craig Sanders	Council Member Place 1	3,037
Alan Holmes	Council Member Place 1	1,629
Linda Salazar	Council Member Place 2	2,876
Alex Blue	Council Member Place 2	1,762
Brandi Morgan	Council Member Place 4	2,293
Cynthia Massey	Council Member Place 4	2,435

DRAFT

Section Three. The official canvass of the returns of the General Election held on November 3, 2020 reflects that the following named persons were duly elected to the respective positions shown:

Council Member Place 1

Craig Sanders

Council Member Place 2

Linda Salazar

Council Member Place 4

Cynthia Massey

PASSED, APPROVED, AND RESOLVED this the 12th day of November, 2020.

CITY OF HELOTES, TEXAS:

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

DRAFT

City of Helotes For Council, Place No. 1
Vote For 1

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Craig Sanders	3,037	65.09%	180	247	2,610
Alan Holmes	1,629	34.91%	75	212	1,342
Total Votes Cast	**4,666**	**100.00%**	**255**	**459**	**3,952**
Overvotes	0		0	0	0
Undervotes	865		63	59	743

City of Helotes For Council, Place No. 2
Vote For 1

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Linda Salazar	2,876	62.01%	171	269	2,436
Alex Blue	1,762	37.99%	85	193	1,484
Total Votes Cast	**4,638**	**100.00%**	**256**	**462**	**3,920**
Overvotes	0		0	0	0
Undervotes	893		62	56	775

Report generated with Electionware Copyright © 2007-2019

City of Helotes For Council, Place No. 4
Vote For 1

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Brandi Morgan	2,293	48.50%	140	159	1,994
Cynthia Massey	2,435	51.50%	124	308	2,003
Total Votes Cast	**4,728**	**100.00%**	**264**	**467**	**3,997**
Overvotes	0		0	0	0
Undervotes	803		54	51	698

City of Kirby For Council
Vote For 3

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Stephen Pitmon	582	14.31%	74	63	445
Mike Martin	928	22.82%	129	137	662
Joe W. Salazar	830	20.41%	127	89	614
Sylvia Leos Apodaca	1,100	27.05%	130	164	806
Jerry Lehman	627	15.42%	46	113	468
Total Votes Cast	**4,067**	**100.00%**	**506**	**566**	**2,995**
Overvotes	6		0	6	0
Undervotes	4,504		571	562	3,371

City of Kirby For Council (Unexpired Term)
Vote For 1

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Thomas B. Hernandez	1,243	52.98%	186	153	904
Sidney (Sid) Sanders, Sr.	1,103	47.02%	106	170	827
Total Votes Cast	**2,346**	**100.00%**	**292**	**323**	**1,731**
Overvotes	1		0	1	0
Undervotes	512		67	54	391

City of Leon Valley For Council, Place No. 2
Vote For 1

	TOTAL	VOTE %	Election Day	Absentee	Early Voting
Catherine R. Rodriguez	2,148	47.97%	195	281	1,672
Josh Stevens	2,330	52.03%	142	342	1,846
Total Votes Cast	**4,478**	**100.00%**	**337**	**623**	**3,518**
Overvotes	0		0	0	0
Undervotes	682		67	103	512

City of Leon Valley For Council, Place No. 4
Vote For 1

	TOTAL	VOTE %	Election	Absentee	Early