AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
March 11, 2021
7:00 p.m.

The City of Helotes City Council will meet for a Regular Meeting on Thursday, March 11, 2021 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, March 11. 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. Civic Award presented to Doug Deptuch in recognition of 19 years of public service on the City of Helotes Board of Adjustment. (Staff)

3. Civic Award presented to Joe Edmond in recognition of 18 years of public service on the City of Helotes Planning and Zoning Commission. (Staff)

4. Certificate of Achievement and Badge presented to A.J. Fribourg in recognition of a promotion in rank to Captain in the Helotes Fire Department. (Staff)

OPEN SESSION:

5. 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. 6 - 9):

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.

6. Approval of the minutes of the Regular Meeting dated February 11, 2021. (Staff)

7. Approval of the Fiscal Year Ending (FYE) 2021 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated March 4, 2021. (Staff)

8. Acceptance of the resignation of Phyllis Jackson from the City of Helotes Economic Development Corporation Board of Directors, Place One. (Director Jackson)

9. Acceptance of the resignation of Kathryn Mitchell from the City of Helotes Economic Development Corporation Board of Directors, Place Five. (Director Mitchell)

ITEMS FOR INDIVIDUAL CONSIDERATION:

10. Discussion of and action on the appointment of Anne Carraway to the Planning & Zoning Commission, Place One, with a term expiring May 2021. (Mayor Schoolcraft)

11. Discussion of and action on the appointment of Alan Holmes to the City of Helotes Economic Development Corporation Board of Directors, Place One, with a term expiring September 2021. (Mayor Schoolcraft)

12. Discussion of and action on the appointment of Allison Higgins to the City of Helotes Economic Development Corporation Board of Directors, Place Five, with a term expiring September 2021. (Mayor Schoolcraft)

13. Discussion of and action on a request by David and Michelle Curb for approval of two variances to Municipal Code of Ordinances Chapter 42 *Floods,* authorizing the issuance of a floodplain development permit in order to begin construction of a new home on an R-1 single-family residential zoned lot located at 11321 Baxtershire, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 236865, and specifically identifying the variances as follows:

    a. Variance No. 1 to Chapter 42 *Floods*, Section 42-31 subparagraph (e) (25) (e) - Unflooded vehicular access must be available to the development from a public street; and

    b. Variance No. 2 to Chapter 42 *Floods*, Section 42-32, subparagraph (2) - Habitable structures are prohibited within the regulatory floodplain. (Applicant)

ITEMS FOR INDIVIDUAL CONSIDERATION contd.:

14. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 30 *Elections,* Section 30-2 *Electioneering at Polling Locations* by incorporating more accurate regulations for electioneering on city owned and city controlled property. (Staff)

15. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving Amendment No. 1 to the Agreement for Management Services between the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for Fiscal Year Ending (FYE) 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 March 5, 2021 at 4:00 p.m.

Celina Perez, City Secretary

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Civic Award presented to Doug Deptuch in recognition of 19 years of public service on the City of Helotes Board of Adjustment. (Staff)

EXECUTIVE SUMMARY:

On December 10, 2020, City Council accepted Doug Deptuch's resignation from the Board of Adjustment (BOA). In his resignation, he notified Council he had moved outside of Helotes and was no longer able to serve as the BOA Chairman. He expressed gratitude to former Mayor Steve Hodges, who originally nominated him for appointment, and former Mayor Jon Allen and Mayor Schoolcraft for continuing to nominate him for reappointment. He concluded by thanking his fellow Board Members and City Staff.

Doug served on the Board of Adjustment from March 2002 to December 2020.

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: February 24, 2021

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Civic Award presented to Joe Edmond in recognition of 18 years of public service on the City of Helotes Planning and Zoning Commission. (Staff)

EXECUTIVE SUMMARY:

On February 11, 2021, City Council accepted Joe Edmonds's resignation from the Planning and Zoning Commission. In his resignation he thanked the Commission and City Staff.

Joe served on the Planning and Zoning Commission from May 2003 to January 2021.

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: February 24, 2021

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Certificate of Achievement and Badge presented to A.J. Fribourg in recognition of a promotion in rank to Captain in the Helotes Fire Department. (Staff)

EXECUTIVE SUMMARY:

After 12 years of employment with the Helotes Fire Department, Captain Carl Hudson retired. Carl was the Captain of C-Shift. In order to fill the vacancy, a job announcement was posted internally. Three (3) Helotes Fire Department candidates underwent the Fire Officer Assessment process and the hiring committee selected A.J. Fribourg to fill the position of Captain for C-Shift. The Captain functions within the Fire Department as the shift supervisor for Fire and EMS staff. The primary duty of the Captain is to ensure that all in-house and field operations work effectively and efficiently for the duration of their shift.

The Fire Chief will present a Certificate of Achievement and Badge to Captain Fribourg. His uniform will be pinned by a respective family member.

PREPARED BY: Scott Moreland, Fire Chief

DATE SUBMITTED: February 23, 2021

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL
FEBRUARY 11, 2021

The City of Helotes City Council met for a regular meeting Thursday, February 11, 2021 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
Bert Buys, Mayor Pro Tem
Craig Sanders
Linda Salazar
Cynthia Massey (teleconference)
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 Salazar led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

OPEN SESSION:

2. Citizens to be Heard. (teleconference)

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 3 - 7): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Buys, second by Council Member Friedrichs, to approve items 3 through 7 on the consent agenda. Motion to approve carried unanimously by those present.

3. ** **Approval of the minutes of the Regular Meeting dated January 28, 2021. (Staff)**

4. ** **Approval of the Fiscal Year Ending (FYE) 2021 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated February 4, 2021. (Staff)**

5. ** **Acceptance of the resignation of Joe Edmond from the City of Helotes Planning & Zoning Commission, Place One. (Commissioner Edmond)**

6. ** **Approval of an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 42 *Floods*, Article I *Flood Damage Prevention*, Division I *Design Criteria* by revising Section 42-8 *Compliance* to align the issuance of a floodplain development permit with the issuance of a building permit. (Staff)**

DRAFT

7. Approval of a Resolution of the City Council of the City of Helotes, Texas designating the Mayor as the Authorized Official for the COVID Emergency Supplemental Funding Program – Grant Number 4165001. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

8. Discussion of and action on a request by JoAnne Taylor for approval of a variance to Municipal Code of Ordinances Chapter 66 *Signs,* authorizing the use of an antique 1962 Dodge truck as a Creative Sign through Section 98-72 *Old Town Helotes Special District,* subparagraph (7) *Creative Sign Review* for Old Town Depot Antiques located at 14392 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242137. (Applicant)

(Note: On February 2, 2021 the P&Z Commission recommended approval of a variance authorizing the use of an antique 1962 Dodge truck as a Creative Sign with the following conditions: 1.) the truck be placed in a fixed location, specifically, to remain located at the immediate rear of the building and facing S.H. 16; 2.) the number of signs be reduced to one clear sign, being the "Old Town Depot Antiques" sign; and 3.) the "Old Town Depot Antiques" sign be lowered and mounted directly on the flat bed of the truck.)

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

Discussion included the recommendation by the P&Z Commission. Most of Council supported the Commission's abovementioned recommendation, specifically agreeing with the condition to reduce the number of signs to only one, the "Old Town Depot Antiques" sign, in order to minimize clutter. The remainder of Council considered the signage aesthetically pleasing as presented, and disagreed with removing the four (4) smaller signs located along the trim of the truck's flat bed.

Motion to amend was made by Council Member Massey, second by Council Member Salazar, to approve a variance authorizing the use of an antique 1962 Dodge as a Creative Sign and incorporating the conditions as recommended by the P&Z Commission.

Motion to amend carried: 3 Ayes – Council Member Massey, Council Member Salazar, and Council Member Sanders; 2 Nays – Council Member Buys and Council Member Friedrichs.

9. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas submitting a candidate nomination to the Bexar Appraisal District Board of Directors to fill the vacancy of Sergio "Chico" Rodriguez, former Bexar County Commissioner, with a term ending December 31, 2021. (Staff)

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

Council had no candidate nomination and agreed this item did not require a vote.

DRAFT

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:16 p.m.

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

DRAFT

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
PROPERTY TAXES	3,210,000.00	0.00	3,165,776.38	44,223.62	98.62
NON-PROPERTY TAXES	3,065,084.00	0.00	1,665,816.75	1,399,267.25	54.35
FRANCHISE TAXES	696,651.00	17,626.04	177,921.41	518,729.59	25.54
LICENSES & FEES	438,600.00	2,424.10	136,318.63	302,281.37	31.08
MUNICIPAL COURT FINES	549,486.00	9,224.20	250,215.16	299,270.84	45.54
MISCELLANEOUS REVENUE	297,412.00	637.28	36,829.14	260,582.86	12.38
FIRE DEPARTMENT REVENUE	140,300.00	301.49	38,596.09	101,703.91	27.51
DESIGNATED REVENUES	25,000.00	0.00	6,641.20	18,358.80	26.56
TOTAL REVENUES	8,422,533.00	30,213.11	5,478,114.76	2,944,418.24	65.04
EXPENDITURE SUMMARY					
CITY COUNCIL	3,500.00	0.00	268.85	3,231.15	7.68
ADMINISTRATION	1,837,506.12	12,182.65	1,085,336.97	752,169.15	59.07
DISPATCH	556,671.23	16,430.41	206,105.77	350,565.46	37.02
CITY SECRETARY	111,335.16	2,504.93	46,733.87	64,601.29	41.98
MUNICIPAL COURT	613,340.22	8,573.43	195,469.80	417,870.42	31.87
HUMAN RESOURCES	71,607.02	2,257.60	31,717.84	39,889.18	44.29
DEVELOPMENT SERVICES	366,249.36	3,409.75	112,010.65	254,238.71	30.58
ANIMAL CONTROL PUB WKS	523,965.57	14,240.70	206,174.78	317,790.79	39.35
BUILDING & GROUNDS	548,828.00	0.00	202,122.85	346,705.15	36.83
POLICE DEPARTMENT	1,867,307.09	52,249.30	826,768.57	1,040,538.52	44.28
FIRE DEPARTMENT	1,216,910.37	34,454.80	535,393.64	681,516.73	44.00
EMS	554,137.84	14,680.20	231,776.02	322,361.82	41.83
TOTAL EXPENDITURES	8,271,357.98	160,983.77	3,679,879.61	4,591,478.37	44.49
REVENUES OVER/(UNDER) EXPENDITURES	151,175.02	(130,770.66)	1,798,235.15	(1,647,060.13)	1,189.51

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PROPERTY TAXES					
400-3110 AD VALOREM	3,200,000.00	0.00	3,163,758.74	36,241.26	98.87
400-3120 DELINQUENT	10,000.00	0.00	2,017.64	7,982.36	20.18
TOTAL PROPERTY TAXES	3,210,000.00	0.00	3,165,776.38	44,223.62	98.62
NON-PROPERTY TAXES					
401-3140 SALES	3,023,384.00	0.00	1,658,062.44	1,365,321.56	54.84
401-3150 MIXED BEVERAGE	40,500.00	0.00	7,754.31	32,745.69	19.15
401-3170 BINGO	1,200.00	0.00	0.00	1,200.00	0.00
TOTAL NON-PROPERTY TAXES	3,065,084.00	0.00	1,665,816.75	1,399,267.25	54.35
FRANCHISE TAXES					
402-3200 ELECTRIC	405,000.00	0.00	89,624.90	315,375.10	22.13
402-3210 CABLE	90,500.00	0.00	23,644.12	66,855.88	26.13
402-3220 SOLID WASTE	65,000.00	0.00	25,310.20	39,689.80	38.94
402-3230 NATURAL GAS	54,000.00	16,087.92	16,087.92	37,912.08	29.79
402-3240 TELECOMMUNICATIONS	20,000.00	1,538.12	4,558.67	15,441.33	22.79
402-3250 WATER SYSTEM	34,000.00	0.00	0.00	34,000.00	0.00
402-3260 TELECOMMUNICATIONS TOWER	18,151.00	0.00	18,695.60	(544.60)	103.00
402-3270 TOWING FRANCHISE FEES	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL FRANCHISE TAXES	696,651.00	17,626.04	177,921.41	518,729.59	25.54
LICENSES & FEES					
404-3300 BUILDING PERMITS	287,000.00	1,192.90	86,653.13	200,346.87	30.19
404-3305 REINSPECTION FEES	42,000.00	0.00	4,824.40	37,175.60	11.49
404-3310 SIGN PERMITS	4,000.00	0.00	1,348.83	2,651.17	33.72
404-3320 CERT OF OCCUPANCY PERMITS	3,000.00	125.20	1,001.60	1,998.40	33.39
404-3330 SUBCONTRACTOR PERMITS	4,000.00	313.40	3,330.20	669.80	83.26
404-3340 PLATTING FEES	25,000.00	0.00	16,458.25	8,541.75	65.83
404-3350 PLANNING & ZONING FEES	1,500.00	62.70	572.40	927.60	38.16
404-3359 ADDRESS CHANGE FEE	300.00	0.00	0.00	300.00	0.00
404-3370 ANIMAL CONTROL FEES	3,500.00	23.00	1,604.00	1,896.00	45.83
404-3380 FOOD LICENSES	25,000.00	322.20	1,289.20	23,710.80	5.16
404-3390 LIQUOR LICENSES	9,000.00	0.00	6,045.00	2,955.00	67.17
404-3460 PEDDLER LICENSES	1,300.00	0.00	181.12	1,118.88	13.93
404-3500 STREET CUT PERMITS	2,500.00	0.00	834.00	1,666.00	33.36
404-3504 FEES IN LIEU - DETENTION	5,000.00	0.00	4,253.20	746.80	85.06
404-3510 DRIVEWAY PERMITS	500.00	0.00	500.80	(0.80)	100.16
404-3520 TREE REMOVAL PERMITS	20,000.00	171.00	1,596.00	18,404.00	7.98
404-3530 FALSE ALARM FEES	2,000.00	100.00	3,300.00	(1,300.00)	165.00
404-3540 PD SPECIAL EVENTS	0.00	113.70	113.70	(113.70)	0.00
404-3570 FLOOD PLAIN DEV. PERMITS	3,000.00	0.00	2,412.80	587.20	80.43
TOTAL LICENSES & FEES	438,600.00	2,424.10	136,318.63	302,281.37	31.08

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MUNICIPAL COURT FINES					
405-1010 COURT FINES	414,486.00	5,728.35	232,002.51	182,483.49	55.97
405-1020 WARRANT FINES	135,000.00	3,495.85	18,212.65	116,787.35	13.49
TOTAL MUNICIPAL COURT FINES	549,486.00	9,224.20	250,215.16	299,270.84	45.54
MISCELLANEOUS REVENUE					
406-1010 INTEREST EARNED	40,000.00	0.00	688.71	39,311.29	1.72
406-1020 MISCELLANEOUS	15,500.00	626.42	3,388.65	12,111.35	21.86
406-1021 TRANSFERS IN EDC MARKETING	110,000.00	0.00	450.00	109,550.00	0.41
406-1025 CREDIT CARD FEES	2,000.00	10.86	216.78	1,783.22	10.84
406-1050 REIMBURSEMENT FROM EDC	15,000.00	0.00	30,000.00	(15,000.00)	200.00
406-1080 DISPATCH FEES	5,004.00	0.00	2,085.00	2,919.00	41.67
406-1085 MARKETPLACE @ OTHSD	109,908.00	0.00	0.00	109,908.00	0.00
TOTAL MISCELLANEOUS REVENUE	297,412.00	637.28	36,829.14	260,582.86	12.38
FIRE DEPARTMENT REVENUE					
407-1050 FIRE DEPT SERVICE FEES	300.00	0.00	0.00	300.00	0.00
407-1055 EMS SERVICE FEES	140,000.00	301.49	38,596.09	101,403.91	27.57
TOTAL FIRE DEPARTMENT REVENUE	140,300.00	301.49	38,596.09	101,703.91	27.51
DESIGNATED REVENUES					
408-1060 IMPOUND FEES	25,000.00	0.00	6,641.20	18,358.80	26.56
TOTAL DESIGNATED REVENUES	25,000.00	0.00	6,641.20	18,358.80	26.56
TOTAL REVENUES	8,422,533.00	30,213.11	5,478,114.76	2,944,418.24	65.04

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
CITY COUNCIL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
500-5203 SCHOOLS & SEMINARS	500.00	0.00	220.00	280.00	44.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	220.00	280.00	44.00
COMMODITIES					
500-5326 EXPENSE REIMBURSEMENT	1,200.00	0.00	0.00	1,200.00	0.00
500-5328 UNIFORM ALLOWANCE	1,800.00	0.00	48.85	1,751.15	2.71
TOTAL COMMODITIES	3,000.00	0.00	48.85	2,951.15	1.63
TOTAL CITY COUNCIL	3,500.00	0.00	268.85	3,231.15	7.68

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 SALARIES	306,689.78	10,644.00	130,239.93	176,449.85	42.47
510-5102 OVERTIME	500.00	0.00	39.14	460.86	7.83
510-5103 SOCIAL SECURITY	22,928.57	764.83	9,661.86	13,266.71	42.14
510-5104 RETIREMENT	20,329.45	773.82	9,995.34	10,334.11	49.17
510-5105 HEALTH INSURANCE	20,948.00	0.00	5,305.82	15,642.18	25.33
510-5107 WORKER'S COMPENSATION	8,309.36	0.00	8,309.36	0.00	100.00
510-5108 UNEMPLOYMENT	1,053.00	0.00	0.00	1,053.00	0.00
510-5111 LONGEVITY PAY	2,330.00	0.00	2,330.00	0.00	100.00
510-5115 LIFE INSURANCE & DISABILITY	3,418.44	0.00	1,138.52	2,279.92	33.31
510-5116 VISION & DENTAL INSURANCE	2,194.52	0.00	406.98	1,787.54	18.55
TOTAL PERSONNEL	388,701.12	12,182.65	167,426.95	221,274.17	43.07
CONTRACTUAL SERVICES					
510-5200 COMMUNICATION EQUIPMENT	1,983.00	0.00	1,161.21	821.79	58.56
510-5201 BANK FEES	5,150.00	0.00	2,110.05	3,039.95	40.97
510-5202 MEMBERSHIPS & LICENSES	9,000.00	0.00	2,843.22	6,156.78	31.59
510-5203 SCHOOLS & SEMINARS	8,450.00	0.00	520.00	7,930.00	6.15
510-5204 ACCOUNTANT	450.00	0.00	0.00	450.00	0.00
510-5206 CITY ATTORNEY	35,000.00	0.00	1,541.50	33,458.50	4.40
510-5207 CITY AUDITOR	15,000.00	0.00	7,500.00	7,500.00	50.00
510-5208 BEXAR APPRAISAL DIST	18,672.00	0.00	4,525.00	14,147.00	24.23
510-5210 OTHER CONTRACTUAL SERVICE	2,500.00	0.00	46.02	2,453.98	1.84
TOTAL CONTRACTUAL SERVICES	96,205.00	0.00	20,247.00	75,958.00	21.05
COMMODITIES					
510-5301 OFFICE SUPPLIES	6,000.00	0.00	1,285.71	4,714.29	21.43
510-5302 OPERATING SUPPLIES	10,000.00	0.00	4,960.17	5,039.83	49.60
510-5323 POSTAGE & POSTAL EQUIPMENT	10,000.00	0.00	2,338.21	7,661.79	23.38
510-5324 UNIFORM ALLOWANCE	600.00	0.00	300.00	300.00	50.00
510-5332 PRINTING & ADVERTISING	3,000.00	0.00	0.00	3,000.00	0.00
510-5333 380 AGMT. EXPENSES	1,200,000.00	0.00	781,139.65	418,860.35	65.09
TOTAL COMMODITIES	1,229,600.00	0.00	790,023.74	439,576.26	64.25
LIABILITY/HAZARD/FIDELTY					
510-5401 INSURANCES	123,000.00	0.00	107,639.28	15,360.72	87.51
TOTAL LIABILITY/HAZARD/FIDELTY	123,000.00	0.00	107,639.28	15,360.72	87.51
TOTAL ADMINISTRATION	1,837,506.12	12,182.65	1,085,336.97	752,169.15	59.07

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
DISPATCH
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
515-5101 SALARIES	382,992.23	13,371.05	148,135.06	234,857.17	38.68
515-5102 OVERTIME	4,000.00	747.13	1,900.00	2,100.00	47.50
515-5103 SOCIAL SECURITY	30,483.89	1,063.01	11,791.56	18,692.33	38.68
515-5104 RETIREMENT	28,969.66	1,041.50	12,183.33	16,786.33	42.06
515-5105 HEALTH INSURANCE	47,133.00	0.00	10,148.45	36,984.55	21.53
515-5106 PSYCH & DRUG TESTING	1,500.00	0.00	350.00	1,150.00	23.33
515-5107 WORKER'S COMPENSATION	704.94	0.00	704.94	0.00	100.00
515-5108 UNEMPLOYMENT	1,458.00	0.00	0.00	1,458.00	0.00
515-5111 LONGEVITY PAY	5,050.00	0.00	5,050.00	0.00	100.00
515-5112 CERTIFICATION PAY	6,900.00	207.72	2,492.64	4,407.36	36.13
515-5115 LIFE INSURANCE & DISABILITY	4,896.84	0.00	1,261.47	3,635.37	25.76
515-5116 VISION & DENTAL INSURANCE	4,937.67	0.00	829.68	4,107.99	16.80
TOTAL PERSONNEL	519,026.23	16,430.41	194,847.13	324,179.10	37.54
CONTRACTUAL SERVICES					
515-5200 COMMUNICATION EQUIPMENT	2,466.00	0.00	810.16	1,655.84	32.85
515-5203 SCHOOLS & SEMINARS	7,000.00	0.00	575.90	6,424.10	8.23
515-5210 OTHER CONTRACTS	5,799.00	0.00	3,216.00	2,583.00	55.46
TOTAL CONTRACTUAL SERVICES	15,265.00	0.00	4,602.06	10,662.94	30.15
COMMODITIES					
515-5302 OPERATING SUPPLIES	1,500.00	0.00	0.00	1,500.00	0.00
515-5324 UNIFORM ALLOWANCE	2,880.00	0.00	1,260.00	1,620.00	43.75
515-5330 COMMUNICATION & TECHNOLOGY	18,000.00	0.00	5,396.58	12,603.42	29.98
TOTAL COMMODITIES	22,380.00	0.00	6,656.58	15,723.42	29.74
TOTAL DISPATCH	556,671.23	16,430.41	206,105.77	350,565.46	37.02

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
CITY SECRETARY
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
520-5101 SALARIES	55,397.11	2,131.00	25,509.60	29,887.51	46.05
520-5103 SOCIAL SECURITY	4,279.95	151.79	1,916.50	2,363.45	44.78
520-5104 RETIREMENT	4,067.35	154.92	1,994.03	2,073.32	49.03
520-5105 HEALTH INSURANCE	5,237.00	67.22	1,880.64	3,356.36	35.91
520-5107 WORKER'S COMPENSATION	104.08	0.00	104.08	0.00	100.00
520-5108 UNEMPLOYMENT	162.00	0.00	0.00	162.00	0.00
520-5111 LONGEVITY PAY	400.00	0.00	400.00	0.00	100.00
520-5115 LIFE INSURANCE & DISABILITY	680.04	0.00	228.40	451.64	33.59
520-5116 VISION & DENTAL INSURANCE	548.63	0.00	138.28	410.35	25.20
TOTAL PERSONNEL	70,876.16	2,504.93	32,171.53	38,704.63	45.39
CONTRACTUAL SERVICES					
520-5200 COMMUNICATION EQUIPMENT	661.00	0.00	340.27	320.73	51.48
520-5202 MEMBERSHIPS & LICENSES	145.00	0.00	145.00	0.00	100.00
520-5203 SCHOOLS & SEMINARS	315.00	0.00	0.00	315.00	0.00
520-5210 OTHER CONTRACTUAL SERVICES	5,893.00	0.00	5,352.36	540.64	90.83
520-5211 ELECTION OFFICIALS	26,000.00	0.00	8,144.85	17,855.15	31.33
520-5216 CODIFICATION	1,500.00	0.00	252.00	1,248.00	16.80
TOTAL CONTRACTUAL SERVICES	34,514.00	0.00	14,234.48	20,279.52	41.24
COMMODITIES					
520-5324 UNIFORM ALLOWANCE	150.00	0.00	75.00	75.00	50.00
520-5331 ADVERTISING	5,795.00	0.00	252.86	5,542.14	4.36
TOTAL COMMODITIES	5,945.00	0.00	327.86	5,617.14	5.51
TOTAL CITY SECRETARY	111,335.16	2,504.93	46,733.87	64,601.29	41.98

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
MUNICIPAL COURT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
530-5101 SALARIES	204,510.38	7,369.44	88,127.63	116,382.75	43.09
530-5102 OVERTIME	710.00	0.00	235.07	474.93	33.11
530-5103 SOCIAL SECURITY	16,278.46	566.26	7,180.13	9,098.33	44.11
530-5104 RETIREMENT	14,082.74	524.35	6,995.30	7,087.44	49.67
530-5105 HEALTH INSURANCE	20,948.00	67.22	7,175.77	13,772.23	34.26
530-5107 WORKER'S COMPENSATION	1,653.84	0.00	1,653.84	0.00	100.00
530-5108 UNEMPLOYMENT	972.00	0.00	30.50	941.50	3.14
530-5110 PRE-EMPLOYMENT PHYSICALS	1,000.00	0.00	0.00	1,000.00	0.00
530-5111 LONGEVITY PAY	3,930.00	0.00	3,930.00	0.00	100.00
530-5112 CERTIFICATION PAY	2,100.00	46.16	565.46	1,534.54	26.93
530-5115 LIFE INSURANCE & DISABILITY	2,351.28	0.00	787.66	1,563.62	33.50
530-5116 VISION & DENTAL INSURANCE	2,194.52	0.00	553.12	1,641.40	25.20
TOTAL PERSONNEL	270,731.22	8,573.43	117,234.48	153,496.74	43.30
CONTRACTUAL SERVICES					
530-5200 COMMUNICATION EQUIPMENT	3,640.00	0.00	717.54	2,922.46	19.71
530-5202 MEMBERSHIPS / LICENSES	375.00	0.00	55.00	320.00	14.67
530-5203 SCHOOLS & SEMINARS	3,200.00	0.00	200.00	3,000.00	6.25
530-5219 MUNICIPAL COURT JUDGES	18,500.00	0.00	4,200.00	14,300.00	22.70
530-5221 PROSECUTOR	32,400.00	0.00	7,385.85	25,014.15	22.80
530-5222 OPERATIONAL SUPPLIES	9,384.00	0.00	1,455.14	7,928.86	15.51
530-5228 WARRANT FEES	16,000.00	0.00	3,972.60	12,027.40	24.83
TOTAL CONTRACTUAL SERVICES	83,499.00	0.00	17,986.13	65,512.87	21.54
COMMODITIES					
530-5303 COMMUNICATION & TECHNOLOGY	13,400.00	0.00	1,598.00	11,802.00	11.93
530-5324 UNIFORM ALLOWANCE	1,710.00	0.00	1,125.00	585.00	65.79
530-5330 COURT FEES	244,000.00	0.00	57,526.19	186,473.81	23.58
TOTAL COMMODITIES	259,110.00	0.00	60,249.19	198,860.81	23.25
TOTAL MUNICIPAL COURT	613,340.22	8,573.43	195,469.80	417,870.42	31.87

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
HUMAN RESOURCES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
535-5101 SALARIES	49,717.07	1,906.00	22,823.00	26,894.07	45.91
535-5103 SOCIAL SECURITY	3,843.90	145.81	1,804.09	2,039.81	46.93
535-5104 RETIREMENT	3,652.96	138.57	1,786.33	1,866.63	48.90
535-5105 HEALTH INSURANCE	5,237.00	67.22	1,511.30	3,725.70	28.86
535-5107 WORKERS COMPENSATION	96.21	0.00	96.21	0.00	100.00
535-5108 UNEMPLOYMENT	162.00	0.00	0.00	162.00	0.00
535-5111 LONGEVITY	380.00	0.00	380.00	0.00	100.00
535-5115 LIFE INSURANCE & DISABILITY	524.04	0.00	167.11	356.93	31.89
535-5116 VISION & DENTAL INSURANCE	609.84	0.00	138.28	471.56	22.67
TOTAL PERSONNEL	64,223.02	2,257.60	28,706.32	35,516.70	44.70
CONTRACTUAL SERVICES					
535-5200 COMMUNICATION EQUIPMENT	661.00	0.00	340.27	320.73	51.48
535-5201 COBRA	1,500.00	0.00	902.25	597.75	60.15
535-5203 MEMBERSHIPS & LICENSES	1,064.00	0.00	398.88	665.12	37.49
535-5204 SCHOOLS & SEMINARS	1,699.00	0.00	0.00	1,699.00	0.00
TOTAL CONTRACTUAL SERVICES	4,924.00	0.00	1,641.40	3,282.60	33.33
COMMODITIES					
535-5324 UNIFORM ALLOWANCE	150.00	0.00	75.00	75.00	50.00
535-5325 EMPLOYEE RECOGNITION	2,310.00	0.00	1,295.12	1,014.88	56.07
TOTAL COMMODITIES	2,460.00	0.00	1,370.12	1,089.88	55.70
TOTAL HUMAN RESOURCES	71,607.02	2,257.60	31,717.84	39,889.18	44.29

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
DEVELOPMENT SERVICES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
540-5101 SALARIES	131,113.48	2,927.12	59,382.16	71,731.32	45.29
540-5102 OVERTIME	1,300.00	39.93	208.00	1,092.00	16.00
540-5103 SOCIAL SECURITY	10,313.23	226.99	4,783.02	5,530.21	46.38
540-5104 RETIREMENT	9,800.94	215.71	4,807.91	4,993.03	49.06
540-5105 HEALTH INSURANCE	15,711.00	0.00	3,917.50	11,793.50	24.93
540-5107 WORKER'S COMPENSATION	246.34	0.00	246.34	0.00	100.00
540-5108 UNEMPLOYMENT	486.00	0.00	0.00	486.00	0.00
540-5111 LONGEVITY PAY	2,650.00	0.00	2,650.00	0.00	100.00
540-5112 CERTIFICATION PAY	600.00	0.00	138.48	461.52	23.08
540-5115 LIFE INSURANCE & DISABILITY	1,671.48	0.00	428.81	1,242.67	25.65
540-5116 VISION & DENTAL INSURANCE	1,645.89	0.00	252.98	1,392.91	15.37
TOTAL PERSONNEL	175,538.36	3,409.75	76,815.20	98,723.16	43.76
CONTRACTUAL SERVICES					
540-5200 COMMUNICATION EQUIPMENT	661.00	0.00	340.27	320.73	51.48
540-5203 SCHOOLS & SEMINARS	1,000.00	0.00	0.00	1,000.00	0.00
540-5229 CITY ENGINEER	33,000.00	0.00	11,175.18	21,824.82	33.86
540-5231 BUILDING INSPECTOR	140,000.00	0.00	20,930.00	119,070.00	14.95
540-5234 HEALTH INSPECTOR	15,600.00	0.00	2,600.00	13,000.00	16.67
TOTAL CONTRACTUAL SERVICES	190,261.00	0.00	35,045.45	155,215.55	18.42
COMMODITIES					
540-5324 UNIFORM ALLOWANCE	450.00	0.00	150.00	300.00	33.33
TOTAL COMMODITIES	450.00	0.00	150.00	300.00	33.33
TOTAL DEVELOPMENT SERVICES	366,249.36	3,409.75	112,010.65	254,238.71	30.58

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
ANIMAL CONTROL PUB WKS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
545-5101 SALARIES	299,958.27	12,121.52	130,376.89	169,581.38	43.47
545-5102 OVERTIME	7,000.00	85.02	538.32	6,461.68	7.69
545-5103 SOCIAL SECURITY	21,423.00	913.27	10,243.16	11,179.84	47.81
545-5104 RETIREMENT	23,066.93	894.13	10,516.50	12,550.43	45.59
545-5105 HEALTH INSURANCE	41,896.00	134.44	13,909.73	27,986.27	33.20
545-5107 WORKER'S COMPENSATION	6,012.29	0.00	6,012.29	0.00	100.00
545-5108 UNEMPLOYMENT	1,296.00	0.00	41.59	1,254.41	3.21
545-5111 LONGEVITY	4,389.04	0.00	4,360.00	29.04	99.34
545-5112 CERTIFICATION PAY	7,200.00	92.32	1,107.84	6,092.16	15.39
545-5115 LIFE INSURANCE & DISABILITY	3,999.00	0.00	1,286.67	2,712.33	32.17
545-5116 VISION & DENTAL INSURANCE	4,389.04	0.00	1,106.24	3,282.80	25.20
TOTAL PERSONNEL	420,629.57	14,240.70	179,499.23	241,130.34	42.67
CONTRACTUAL SERVICES					
545-5200 COMMUNICATION EQUIPMENT	6,061.00	0.00	3,223.98	2,837.02	53.19
545-5202 MEMBERSHIPS & LICENSES	2,475.00	0.00	350.00	2,125.00	14.14
545-5203 SCHOOLS & SEMINARS	6,000.00	0.00	1,098.00	4,902.00	18.30
545-5228 ANIMAL CONTROL	9,000.00	0.00	1,462.97	7,537.03	16.26
545-5230 STREETS/RIGHT OF WAYS	10,000.00	0.00	3,434.13	6,565.87	34.34
545-5231 DRAINAGE/STORM WATER	4,000.00	0.00	1,419.97	2,580.03	35.50
545-5236 TRAFFIC SIGNAL MAINTENANCE	3,000.00	0.00	436.00	2,564.00	14.53
TOTAL CONTRACTUAL SERVICES	40,536.00	0.00	11,425.05	29,110.95	28.18
COMMODITIES					
545-5302 OPERATING SUPPLIES	3,300.00	0.00	279.39	3,020.61	8.47
545-5306 MOTOR FUEL & LUBRICANTS	13,000.00	0.00	2,197.13	10,802.87	16.90
545-5318 VEHICLES & EQUIPMENT	20,000.00	0.00	5,773.94	14,226.06	28.87
545-5324 UNIFORM ALLOWANCE	6,500.00	0.00	3,036.07	3,463.93	46.71
545-5325 PARKS & MAINTENANCE	20,000.00	0.00	3,963.97	16,036.03	19.82
TOTAL COMMODITIES	62,800.00	0.00	15,250.50	47,549.50	24.28
TOTAL ANIMAL CONTROL PUB WKS	523,965.57	14,240.70	206,174.78	317,790.79	39.35

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

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	3,000.00	0.00	1,365.00	1,635.00	45.50
550-5231 COVID19 VIRUS	0.00	0.00	1,035.50	(1,035.50)	0.00
550-5237 WATER	8,500.00	0.00	1,714.63	6,785.37	20.17
550-5238 GAS	5,000.00	0.00	2,658.80	2,341.20	53.18
550-5239 ELECTRIC	65,000.00	0.00	20,580.15	44,419.85	31.66
550-5240 TELEPHONE	28,000.00	0.00	10,198.57	17,801.43	36.42
550-5241 BUILDING MAINTENANCE	55,000.00	0.00	23,574.12	31,425.88	42.86
550-5242 CITY CUSTODIAN	11,000.00	0.00	3,859.91	7,140.09	35.09
550-5243 GROUNDS MAINTENANCE	15,000.00	0.00	5,658.16	9,341.84	37.72
550-5245 INTERNET & CABLE	6,500.00	0.00	2,355.31	4,144.69	36.24
550-5247 COPIERS & PRINTERS	26,000.00	0.00	11,002.32	14,997.68	42.32
550-5248 IT EQUIPMENT/MAINTENANCE	34,300.00	0.00	11,439.32	22,860.68	33.35
550-5249 IT SOFTWARE LICENSES/AGREEMENT	88,908.00	0.00	43,574.32	45,333.68	49.01
550-5250 IT MANAGED SERVICES/PROJECTS	51,200.00	0.00	25,590.52	25,609.48	49.98
550-5251 WEBSITE MAINTENANCE/LICENSES	15,716.00	0.00	4,864.00	10,852.00	30.95
TOTAL CONTRACTUAL SERVICES	413,124.00	0.00	169,470.63	243,653.37	41.02
CAPITAL OUTLAY					
550-5510 MISCELLANEOUS EXPENSES	40,000.00	0.00	29,236.03	10,763.97	73.09
550-5511 COMMUNICATIONS & EVENTS	74,386.00	0.00	3,416.19	70,969.81	4.59
550-5525 MARKETPLACE @ OTHSD	21,318.00	0.00	0.00	21,318.00	0.00
TOTAL CAPITAL OUTLAY	135,704.00	0.00	32,652.22	103,051.78	24.06
TOTAL BUILDING & GROUNDS	548,828.00	0.00	202,122.85	346,705.15	36.83

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
POLICE DEPARTMENT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
560-5101 SALARIES	1,264,772.24	43,953.34	551,792.69	712,979.55	43.63
560-5102 OVERTIME	30,000.00	1,246.94	22,513.24	7,486.76	75.04
560-5103 SOCIAL SECURITY	101,829.32	3,372.66	45,826.73	56,002.59	45.00
560-5104 RETIREMENT	94,184.47	3,305.24	46,991.21	47,193.26	49.89
560-5105 HEALTH INSURANCE	120,451.00	67.22	40,286.10	80,164.90	33.45
560-5107 WORKER'S COMPENSATION	28,634.00	0.00	28,634.00	0.00	100.00
560-5108 UNEMPLOYMENT	6,606.00	0.00	200.00	6,406.00	3.03
560-5110 PRE-EMPLOYEMNT PHYSICAL	2,675.00	0.00	65.00	2,610.00	2.43
560-5111 LONGEVITY PAY	27,230.00	0.00	27,090.00	140.00	99.49
560-5112 CERTIFICATION PAY	11,100.00	403.90	4,719.86	6,380.14	42.52
560-5115 LIFE INSURANCE & DISABILITY	15,310.56	0.00	4,819.57	10,490.99	31.48
560-5116 VISION & DENTAL INSURANCE	12,618.50	0.00	3,119.16	9,499.34	24.72
TOTAL PERSONNEL	1,715,411.09	52,349.30	776,057.56	939,353.53	45.24
CONTRACTUAL SERVICES					
560-5200 COMMUNICATION EQUIPMENT	22,125.00	0.00	12,420.11	9,704.89	56.14
560-5210 OTHER CONTRACTUAL SERVICES	4,063.00	0.00	1,303.00	2,760.00	32.07
560-5250 IMPOUND FEES - WRECKER	10,560.00	0.00	0.00	10,560.00	0.00
TOTAL CONTRACTUAL SERVICES	36,748.00	0.00	13,723.11	23,024.89	37.34
COMMODITIES					
560-5301 OFFICE SUPPLIES	4,000.00	0.00	860.79	3,139.21	21.52
560-5302 OPERATING SUPPLIES	7,100.00	0.00	5,919.03	1,180.97	83.37
560-5303 COMMUNICATION & TECHNOLOGY	24,879.00	0.00	505.43	24,373.57	2.03
560-5306 MOTOR FUEL & LUBRICANT	36,000.00	0.00	9,298.62	26,701.38	25.83
560-5310 AMMUNITION	4,600.00	0.00	0.00	4,600.00	0.00
560-5311 BULLET-PROOF VESTS	3,000.00	0.00	0.00	3,000.00	0.00
560-5318 VEHICLE MAINTENANCE	14,069.00	0.00	12,086.27	1,982.73	85.91
560-5324 UNIFORM ALLOWANCE	16,500.00	0.00	7,590.00	8,910.00	46.00
560-5326 SCHOOLS & SEMINARS	4,500.00	(100.00)	567.80	3,932.20	12.62
TOTAL COMMODITIES	114,648.00	(100.00)	36,827.94	77,820.06	32.12
CAPITAL OUTLAY					
560-5502 FURNITURE & FIXTURES	500.00	0.00	159.96	340.04	31.99
TOTAL CAPITAL OUTLAY	500.00	0.00	159.96	340.04	31.99
TOTAL POLICE DEPARTMENT	1,867,307.09	52,249.30	826,768.57	1,040,538.52	44.28

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
FIRE DEPARTMENT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
580-5101 SALARIES	805,922.00	22,155.75	360,584.67	445,337.33	44.74
580-5102 OVERTIME	41,000.00	7,637.50	39,492.02	1,507.98	96.32
580-5103 SOCIAL SECURITY	64,365.17	2,252.33	31,317.73	33,047.44	48.66
580-5104 RETIREMENT	60,921.00	2,016.58	30,604.48	30,316.52	50.24
580-5105 HEALTH INSURANCE	68,081.00	67.22	17,469.35	50,611.65	25.66
580-5107 WORKER'S COMPENSATION	14,390.00	0.00	12,179.52	2,210.48	84.64
580-5108 UNEMPLOYMENT	2,106.00	0.00	48.64	2,057.36	2.31
580-5110 PRE-EMPLOYMENT PHYSICALS	7,300.00	0.00	0.00	7,300.00	0.00
580-5111 LONGEVITY	11,920.00	0.00	10,430.00	1,490.00	87.50
580-5112 CERTIFICATION PAY	10,500.00	265.42	3,877.44	6,622.56	36.93
580-5115 LIFE INSURANCE & DISABILITY	8,991.00	0.00	2,452.05	6,538.95	27.27
580-5116 VISION & DENTAL INSURANCE	7,132.20	0.00	1,494.37	5,637.83	20.95
580-5117 CELLULAR ALLOWANCE	1,200.00	60.00	830.00	370.00	69.17
TOTAL PERSONNEL	1,103,828.37	34,454.80	510,780.27	593,048.10	46.27
CONTRACTUAL SERVICES					
580-5200 COMMUNICATION EQUIPMENT	9,239.00	0.00	4,348.37	4,890.63	47.07
580-5201 SUBSCRIPTIONS	1,668.00	0.00	720.00	948.00	43.17
580-5202 MEMBERSHIPS & LICENSES	4,700.00	0.00	794.34	3,905.66	16.90
580-5203 SCHOOLS & SEMINARS	6,700.00	0.00	(0.28)	6,700.28	0.00
580-5210 OTHER CONTRACTUAL SERVICES	9,750.00	0.00	2,370.02	7,379.98	24.31
TOTAL CONTRACTUAL SERVICES	32,057.00	0.00	8,232.45	23,824.55	25.68
COMMODITIES					
580-5301 OFFICE SUPPLIES	1,600.00	0.00	346.26	1,253.74	21.64
580-5302 OPERATING SUPPLIES	5,500.00	0.00	3,273.80	2,226.20	59.52
580-5303 COMMUNICATION & TECHNOLOGY	22,000.00	0.00	0.00	22,000.00	0.00
580-5305 EQUIPT. PURCHASE / MAINTENANCE	10,605.00	0.00	4,924.76	5,680.24	46.44
580-5306 MOTOR FUEL & LUBRICANT	6,000.00	0.00	1,102.21	4,897.79	18.37
580-5313 PERSONAL PROTECTIVE EQUIPMENT	16,100.00	0.00	1,149.22	14,950.78	7.14
580-5322 VEHICLE MAINTENANCE	11,300.00	0.00	1,549.67	9,750.33	13.71
580-5324 UNIFORM ALLOWANCE	7,920.00	0.00	4,035.00	3,885.00	50.95
TOTAL COMMODITIES	81,025.00	0.00	16,380.92	64,644.08	20.22
TOTAL FIRE DEPARTMENT	1,216,910.37	34,454.80	535,393.64	681,516.73	44.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

01 -GENERAL FUND
EMS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
585-5101 SALARIES	311,351.41	8,600.38	121,908.25	189,443.16	39.15
585-5102 OVERTIME	24,000.00	4,093.68	16,467.41	7,532.59	68.61
585-5103 SOCIAL SECURITY	24,701.96	935.38	10,471.11	14,230.85	42.39
585-5104 RETIREMENT	23,474.93	931.52	10,969.68	12,505.25	46.73
585-5105 HEALTH INSURANCE	31,422.00	0.00	10,254.81	21,167.19	32.64
585-5107 WORKERS COMPENSATION	6,965.80	0.00	6,965.80	0.00	100.00
585-5108 UNEMPLOYMENT	972.00	0.00	276.98	695.02	28.50
585-5111 LONGEVITY	1,110.00	0.00	960.00	150.00	86.49
585-5112 CERTIFICATION PAY	5,400.00	69.24	934.74	4,465.26	17.31
585-5115 LIFE INSURANCE & DISABILITY	3,945.96	0.00	985.47	2,960.49	24.97
585-5116 VISION & DENTAL INSURANCE	3,291.78	0.00	829.68	2,462.10	25.20
585-5117 CELLULAR ALLOWANCE	720.00	50.00	580.00	140.00	80.56
TOTAL PERSONNEL	437,355.84	14,680.20	181,603.93	255,751.91	41.52
CONTRACTUAL SERVICES					
585-5200 COMMUNICATION EQUIPMENT	2,833.00	0.00	1,342.60	1,490.40	47.39
585-5201 SUBSCRIPTIONS	2,300.00	0.00	0.00	2,300.00	0.00
585-5202 MEMBERSHIPS & LICENSES	1,741.00	0.00	870.00	871.00	49.97
585-5203 SCHOOLS & SEMINARS	5,600.00	0.00	0.00	5,600.00	0.00
585-5204 EMS SERVICE FEES	18,000.00	0.00	4,630.80	13,369.20	25.73
585-5210 OTHER CONTRACTUAL SERVICES	19,450.00	0.00	16,461.76	2,988.24	84.64
585-5211 MEDICAL DIRECTION	17,388.00	0.00	8,694.00	8,694.00	50.00
TOTAL CONTRACTUAL SERVICES	67,312.00	0.00	31,999.16	35,312.84	47.54
COMMODITIES					
585-5302 OPERATING EXPENSES	1,500.00	0.00	350.60	1,149.40	23.37
585-5305 EQUIPT. PURCHASE & MAINTENANCE	11,000.00	0.00	0.00	11,000.00	0.00
585-5306 MOTOR FUEL & LUBRICANTS	4,000.00	0.00	1,073.91	2,926.09	26.85
585-5317 MEDICAL SUPPLIES	26,150.00	0.00	12,236.69	13,913.31	46.79
585-5322 VEHICLE MAINTENANCE	2,500.00	0.00	2,351.73	148.27	94.07
585-5324 UNIFORM ALLOWANCE	4,320.00	0.00	2,160.00	2,160.00	50.00
TOTAL COMMODITIES	49,470.00	0.00	18,172.93	31,297.07	36.74
TOTAL EMS	554,137.84	14,680.20	231,776.02	322,361.82	41.83
TOTAL EXPENDITURES	8,271,357.98	160,983.77	3,679,879.61	4,591,478.37	44.49
REVENUES OVER/(UNDER) EXPENDITURES	151,175.02	(130,770.66)	1,798,235.15	(1,647,060.13)	1,189.51

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

02 -DEBT SERVICE- BONDS
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
PROPERTY TAXES	833,601.00	0.00	603,153.06	230,447.94	72.36
FRANCHISE TAXES	321,669.00	0.00	321,669.00	0.00	100.00
MISCELLANEOUS REVENUE	700.00	0.00	6.84	693.16	0.98
TOTAL REVENUES	1,155,970.00	0.00	924,828.90	231,141.10	80.00
EXPENDITURE SUMMARY					
ADMINISTRATION	700.00	0.00	0.00	700.00	0.00
DEVELOPMENT SERVICES	1,155,270.00	0.00	1,017,315.38	137,954.62	88.06
TOTAL EXPENDITURES	1,155,970.00	0.00	1,017,315.38	138,654.62	88.01
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(92,486.48)	92,486.48	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

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)	833,601.00	0.00	603,153.06	230,447.94	72.36
TOTAL PROPERTY TAXES	833,601.00	0.00	603,153.06	230,447.94	72.36
FRANCHISE TAXES					
402-3270 EDC $4M DEBT SERVICE	321,669.00	0.00	321,669.00	0.00	100.00
TOTAL FRANCHISE TAXES	321,669.00	0.00	321,669.00	0.00	100.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST EARNED	700.00	0.00	6.84	693.16	0.98
TOTAL MISCELLANEOUS REVENUE	700.00	0.00	6.84	693.16	0.98
TOTAL REVENUES	1,155,970.00	0.00	924,828.90	231,141.10	80.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

02 -DEBT SERVICE- BONDS
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	700.00	0.00	0.00	700.00	0.00
TOTAL CONTRACTUAL SERVICES	700.00	0.00	0.00	700.00	0.00
TOTAL ADMINISTRATION	700.00	0.00	0.00	700.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

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	350.00	0.00	475.00	(125.00)	135.71
TOTAL DEBT SERVICE	350.00	0.00	475.00	(125.00)	135.71
DEBT SERVICE					
540-5800 PRINCIPAL BOND - 2007 CofO	570,000.00	0.00	570,000.00	0.00	100.00
540-5801 INTEREST BOND - 2007 CofO	167,221.50	0.00	89,211.00	78,010.50	53.35
540-5804 LITIGATION EXPENSES	201,136.00	0.00	201,135.63	0.37	100.00
TOTAL DEBT SERVICE	938,357.50	0.00	860,346.63	78,010.87	91.69
DEBT SERVICE					
540-5900 PRINCIPAL BOND - 2015 CofO	95,000.00	0.00	95,000.00	0.00	100.00
540-5901 INTEREST BOND - 2015 CofO	121,562.50	0.00	61,493.75	60,068.75	50.59
TOTAL DEBT SERVICE	216,562.50	0.00	156,493.75	60,068.75	72.26
TOTAL DEVELOPMENT SERVICES	1,155,270.00	0.00	1,017,315.38	137,954.62	88.06
TOTAL EXPENDITURES	1,155,970.00	0.00	1,017,315.38	138,654.62	88.01
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(92,486.48)	92,486.48	0.00

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

03 -CAPITAL REPLACEMENT
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	1,800.00	0.00	626.98	1,173.02	34.83
TOTAL REVENUES	1,800.00	0.00	626.98	1,173.02	34.83
EXPENDITURE SUMMARY					
ADMINISTRATION	660.00	0.00	0.00	660.00	0.00
BUILDING & GROUNDS	377,923.56	0.00	72,806.22	305,117.34	19.26
TOTAL EXPENDITURES	378,583.56	0.00	72,806.22	305,777.34	19.23
REVENUES OVER/(UNDER) EXPENDITURES	(376,783.56)	0.00	(72,179.24)	(304,604.32)	19.16

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

03 -CAPITAL REPLACEMENT
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	1,800.00	0.00	326.98	1,473.02	18.17
406-1018 PD MISC REVENUES	0.00	0.00	300.00	(300.00)	0.00
406-1021 TRANSFERS IN/OUT	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	1,800.00	0.00	626.98	1,173.02	34.83
TOTAL REVENUES	1,800.00	0.00	626.98	1,173.02	34.83

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

03 -CAPITAL REPLACEMENT
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	660.00	0.00	0.00	660.00	0.00
TOTAL CONTRACTUAL SERVICES	660.00	0.00	0.00	660.00	0.00
TOTAL ADMINISTRATION	660.00	0.00	0.00	660.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

03 -CAPITAL REPLACEMENT
BUILDING & GROUNDS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
550-5510 POLICE DEPT PURCHASES	0.00	0.00	0.00	0.00	0.00
550-5512 ADMINISTRATION PURCHASES	150,000.00	0.00	6,012.03	143,987.97	4.01
550-5514 VEHICLE PURCHASES	227,923.56	0.00	66,794.19	161,129.37	29.31
TOTAL CAPITAL OUTLAY	377,923.56	0.00	72,806.22	305,117.34	19.26
TOTAL BUILDING & GROUNDS	377,923.56	0.00	72,806.22	305,117.34	19.26
TOTAL EXPENDITURES	378,583.56	0.00	72,806.22	305,777.34	19.23
REVENUES OVER/(UNDER) EXPENDITURES	(376,783.56)	0.00	(72,179.24)	(304,604.32)	19.16

*** 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: MARCH 31ST, 2021

Agenda Item No. 7

05 -ECONOMIC DEVELOPMENT CORP
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	1,488,182.00	0.00	831,476.92	656,705.08	55.87
MISCELLANEOUS REVENUE	12,000.00	0.00	858.25	11,141.75	7.15
TOTAL REVENUES	1,500,182.00	0.00	832,335.17	667,846.83	55.48
EXPENDITURE SUMMARY					
ADMINISTRATION	1,325,262.39	3,237.35	831,431.44	493,830.95	62.74
TOTAL EXPENDITURES	1,325,262.39	3,237.35	831,431.44	493,830.95	62.74
REVENUES OVER/(UNDER) EXPENDITURES	174,919.61	(3,237.35)	903.73	174,015.88	0.52

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

05 -ECONOMIC DEVELOPMENT CORP
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 SALES TAX	1,474,767.00	0.00	829,031.23	645,735.77	56.21
401-3150 MIXED BEVERAGE	9,815.00	0.00	1,745.69	8,069.31	17.79
401-3160 SUBLEASE HELOTES CHAMBER	3,600.00	0.00	700.00	2,900.00	19.44
TOTAL NON-PROPERTY TAXES	1,488,182.00	0.00	831,476.92	656,705.08	55.87
MISCELLANEOUS REVENUE					
406-1010 INTEREST	12,000.00	0.00	858.25	11,141.75	7.15
TOTAL MISCELLANEOUS REVENUE	12,000.00	0.00	858.25	11,141.75	7.15
TOTAL REVENUES	1,500,182.00	0.00	832,335.17	667,846.83	55.48

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

05 -ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 SALARIES	74,721.35	2,817.04	33,729.64	40,991.71	45.14
510-5111 LONGEVITY	1,460.00	0.00	1,340.00	120.00	91.78
510-5113 BENEFITS	19,360.04	420.31	7,562.56	11,797.48	39.06
TOTAL PERSONNEL	95,541.39	3,237.35	42,632.20	52,909.19	44.62
CONTRACTUAL SERVICES					
510-5201 MEMBERSHIPS, DUES & LICENSES	15,000.00	0.00	1,907.68	13,092.32	12.72
510-5202 AUDIT FEES	3,400.00	0.00	1,700.00	1,700.00	50.00
510-5203 SCHOOLS, SEMINARS, CONFERENCES	3,200.00	0.00	355.00	2,845.00	11.09
510-5204 INTL. CONF. SHOPPING CENTERS	3,200.00	0.00	0.00	3,200.00	0.00
510-5205 BANK FEES	750.00	0.00	0.00	750.00	0.00
510-5206 LEGAL FEES / MDD CREATION	3,000.00	0.00	76.00	2,924.00	2.53
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	30,000.00	0.00	6,272.88	23,727.12	20.91
510-5212 WEBSITE DEV. & MAINTENANCE	12,000.00	0.00	0.00	12,000.00	0.00
510-5214 MANAGED SVCS. AGREEMENT	30,000.00	0.00	30,000.00	0.00	100.00
510-5215 DEBT SERVICE	321,669.00	0.00	321,669.00	0.00	100.00
510-5216 SBLAP GRANTS & ADMINISTRAION	0.00	0.00	25,600.00	(25,600.00)	0.00
510-5224 OFFICE RENTAL	12,000.00	0.00	3,750.00	8,250.00	31.25
510-5225 OTHSD PARKING LOT LEASE	5,520.00	0.00	2,162.27	3,357.73	39.17
510-5228 VISITOR CENTER	50,000.00	0.00	0.00	50,000.00	0.00
510-5230 MARKETING/CITY EVENTS	110,000.00	0.00	450.00	109,550.00	0.41
TOTAL CONTRACTUAL SERVICES	617,739.00	0.00	393,942.83	223,796.17	63.77
COMMODITIES					
510-5301 OFFICE SUPPLIES	2,000.00	0.00	117.06	1,882.94	5.85
510-5302 OPERATIONAL EXPENSES	8,500.00	0.00	3,674.15	4,825.85	43.23
510-5305 COMMUNICATION EQUIPMENT	1,232.00	0.00	495.38	736.62	40.21
510-5326 EXPENSE REIMBURSEMENT	250.00	0.00	0.00	250.00	0.00
510-5333 380 AGREEMENT REIMBURSEMENTS	600,000.00	0.00	390,569.82	209,430.18	65.09
TOTAL COMMODITIES	611,982.00	0.00	394,856.41	217,125.59	64.52
TOTAL ADMINISTRATION	1,325,262.39	3,237.35	831,431.44	493,830.95	62.74
TOTAL EXPENDITURES	1,325,262.39	3,237.35	831,431.44	493,830.95	62.74
REVENUES OVER/(UNDER) EXPENDITURES	174,919.61	(3,237.35)	903.73	174,015.88	0.52

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

06 -MUNICIPAL COURT SECURITY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	9,963.00	0.00	2,763.01	7,199.99	27.73
TOTAL REVENUES	9,963.00	0.00	2,763.01	7,199.99	27.73
EXPENDITURE SUMMARY					
ADMINISTRATION	225.00	0.00	0.00	225.00	0.00
TOTAL EXPENDITURES	225.00	0.00	0.00	225.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	9,738.00	0.00	2,763.01	6,974.99	28.37

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

06 -MUNICIPAL COURT SECURITY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	15.00	0.00	0.29	14.71	1.93
406-1080 DEDICATED REVENUE	9,948.00	0.00	2,762.72	7,185.28	27.77
TOTAL MISCELLANEOUS REVENUE	9,963.00	0.00	2,763.01	7,199.99	27.73
TOTAL REVENUES	9,963.00	0.00	2,763.01	7,199.99	27.73

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

06 -MUNICIPAL COURT SECURITY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	225.00	0.00	0.00	225.00	0.00
TOTAL CONTRACTUAL SERVICES	225.00	0.00	0.00	225.00	0.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00
510-5502 TRANSFER TO GENERAL 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 ADMINISTRATION	225.00	0.00	0.00	225.00	0.00
TOTAL EXPENDITURES	225.00	0.00	0.00	225.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	9,738.00	0.00	2,763.01	6,974.99	28.37

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

07 -MUNICIPAL CRT TECHNOLOGY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	10,275.00	0.00	2,365.72	7,909.28	23.02
MISCELLANEOUS REVENUE	150.00	0.00	0.72	149.28	0.48
TOTAL REVENUES	10,425.00	0.00	2,366.44	8,058.56	22.70
EXPENDITURE SUMMARY					
ADMINISTRATION	6,965.00	0.00	2,904.00	4,061.00	41.69
TOTAL EXPENDITURES	6,965.00	0.00	2,904.00	4,061.00	41.69
REVENUES OVER/(UNDER) EXPENDITURES	3,460.00	0.00	(537.56)	3,997.56	15.54-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

07 -MUNICIPAL CRT TECHNOLOGY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	10,275.00	0.00	2,365.72	7,909.28	23.02
TOTAL NON-PROPERTY TAXES	10,275.00	0.00	2,365.72	7,909.28	23.02
MISCELLANEOUS REVENUE					
406-1010 INTEREST	150.00	0.00	0.72	149.28	0.48
TOTAL MISCELLANEOUS REVENUE	150.00	0.00	0.72	149.28	0.48
TOTAL REVENUES	10,425.00	0.00	2,366.44	8,058.56	22.70

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

07 -MUNICIPAL CRT TECHNOLOGY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	465.00	0.00	0.00	465.00	0.00
TOTAL CONTRACTUAL SERVICES	465.00	0.00	0.00	465.00	0.00
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	6,500.00	0.00	2,904.00	3,596.00	44.68
TOTAL CAPITAL OUTLAY	6,500.00	0.00	2,904.00	3,596.00	44.68
TOTAL ADMINISTRATION	6,965.00	0.00	2,904.00	4,061.00	41.69
TOTAL EXPENDITURES	6,965.00	0.00	2,904.00	4,061.00	41.69
REVENUES OVER/(UNDER) EXPENDITURES	3,460.00	0.00	(537.56)	3,997.56	15.54-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

08 -POLICE TRAINING
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	2,450.00	0.00	2,070.84	379.16	84.52
TOTAL REVENUES	2,450.00	0.00	2,070.84	379.16	84.52
EXPENDITURE SUMMARY					
ADMINISTRATION	4,703.00	0.00	1,005.00	3,698.00	21.37
TOTAL EXPENDITURES	4,703.00	0.00	1,005.00	3,698.00	21.37
REVENUES OVER/(UNDER) EXPENDITURES	(2,253.00)	0.00	1,065.84	(3,318.84)	47.31-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

08 -POLICE TRAINING
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1010 INTEREST	50.00	0.00	0.08	49.92	0.16
406-1015 DEDICATED REVENUE	2,400.00	0.00	2,070.76	329.24	86.28
TOTAL MISCELLANEOUS REVENUE	2,450.00	0.00	2,070.84	379.16	84.52
TOTAL REVENUES	2,450.00	0.00	2,070.84	379.16	84.52

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

08 -POLICE TRAINING
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 TRAINING	4,238.00	0.00	1,005.00	3,233.00	23.71
TOTAL PERSONNEL	4,238.00	0.00	1,005.00	3,233.00	23.71
CONTRACTUAL SERVICES					
510-5200 BANK FEES	465.00	0.00	0.00	465.00	0.00
TOTAL CONTRACTUAL SERVICES	465.00	0.00	0.00	465.00	0.00
TOTAL ADMINISTRATION	4,703.00	0.00	1,005.00	3,698.00	21.37
TOTAL EXPENDITURES	4,703.00	0.00	1,005.00	3,698.00	21.37
REVENUES OVER/(UNDER) EXPENDITURES	(2,253.00)	0.00	1,065.84	(3,318.84)	47.31-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

09 -SCHOOL SAFETY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	18,550.00	0.00	5,686.74	12,863.26	30.66
TOTAL REVENUES	18,550.00	0.00	5,686.74	12,863.26	30.66
EXPENDITURE SUMMARY					
ADMINISTRATION	21,653.00	0.00	0.00	21,653.00	0.00
TOTAL EXPENDITURES	21,653.00	0.00	0.00	21,653.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(3,103.00)	0.00	5,686.74	(8,789.74)	183.27-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

09 -SCHOOL SAFETY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	18,300.00	0.00	5,685.89	12,614.11	31.07
406-1010 INTEREST	250.00	0.00	0.85	249.15	0.34
TOTAL MISCELLANEOUS REVENUE	18,550.00	0.00	5,686.74	12,863.26	30.66
TOTAL REVENUES	18,550.00	0.00	5,686.74	12,863.26	30.66

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

09 -SCHOOL SAFETY
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5102 OTHER EXPENDITURES	21,000.00	0.00	0.00	21,000.00	0.00
TOTAL PERSONNEL	21,000.00	0.00	0.00	21,000.00	0.00
CONTRACTUAL SERVICES					
510-5200 BANK CHARGES	653.00	0.00	0.00	653.00	0.00
TOTAL CONTRACTUAL SERVICES	653.00	0.00	0.00	653.00	0.00
TOTAL ADMINISTRATION	21,653.00	0.00	0.00	21,653.00	0.00
TOTAL EXPENDITURES	21,653.00	0.00	0.00	21,653.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(3,103.00)	0.00	5,686.74	(8,789.74)	183.27-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

10 -PEG
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	30,650.00	0.00	6,025.91	24,624.09	19.66
TOTAL REVENUES	30,650.00	0.00	6,025.91	24,624.09	19.66
EXPENDITURE SUMMARY					
ADMINISTRATION	95,200.00	0.00	0.00	95,200.00	0.00
TOTAL EXPENDITURES	95,200.00	0.00	0.00	95,200.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(64,550.00)	0.00	6,025.91	(70,575.91)	9.34-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

10 -PEG
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	30,000.00	0.00	6,022.46	23,977.54	20.07
406-1010 INTEREST	650.00	0.00	3.45	646.55	0.53
TOTAL MISCELLANEOUS REVENUE	30,650.00	0.00	6,025.91	24,624.09	19.66
TOTAL REVENUES	30,650.00	0.00	6,025.91	24,624.09	19.66

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

10 -PEG
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
GRANT EXPENSES					
510-5000 PUBLIC ACCESS EXPENDITURES	95,000.00	0.00	0.00	95,000.00	0.00
TOTAL GRANT EXPENSES	95,000.00	0.00	0.00	95,000.00	0.00
CONTRACTUAL SERVICES					
510-5200 BANK FEES	200.00	0.00	0.00	200.00	0.00
TOTAL CONTRACTUAL SERVICES	200.00	0.00	0.00	200.00	0.00
TOTAL ADMINISTRATION	95,200.00	0.00	0.00	95,200.00	0.00
TOTAL EXPENDITURES	95,200.00	0.00	0.00	95,200.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(64,550.00)	0.00	6,025.91	(70,575.91)	9.34-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

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	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	460.00	0.00	0.00	460.00	0.00
TOTAL EXPENDITURES	460.00	0.00	0.00	460.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(460.00)	0.00	0.00	(460.00)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

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	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	0.00	0.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

11 -FORFEITURE STATE
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
GRANT EXPENSES					
510-5000 STATE FORFEITURE EXPENSES	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT EXPENSES	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES					
510-5200 BANK FEES	460.00	0.00	0.00	460.00	0.00
TOTAL CONTRACTUAL SERVICES	460.00	0.00	0.00	460.00	0.00
TOTAL ADMINISTRATION	460.00	0.00	0.00	460.00	0.00
TOTAL EXPENDITURES	460.00	0.00	0.00	460.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(460.00)	0.00	0.00	(460.00)	0.00

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

14 -STREET MAINTENANCE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	742,000.00	0.00	414,829.14	327,170.86	55.91
TOTAL REVENUES	742,000.00	0.00	414,829.14	327,170.86	55.91
EXPENDITURE SUMMARY					
ADMINISTRATION	800,660.00	0.00	3,404.04	797,255.96	0.43
TOTAL EXPENDITURES	800,660.00	0.00	3,404.04	797,255.96	0.43
REVENUES OVER/(UNDER) EXPENDITURES	(58,660.00)	0.00	411,425.10	(470,085.10)	701.37-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

14 -STREET MAINTENANCE
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	736,000.00	0.00	414,396.70	321,603.30	56.30
406-1010 INTEREST	6,000.00	0.00	432.44	5,567.56	7.21
TOTAL MISCELLANEOUS REVENUE	742,000.00	0.00	414,829.14	327,170.86	55.91
TOTAL REVENUES	742,000.00	0.00	414,829.14	327,170.86	55.91

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

14 -STREET MAINTENANCE
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	660.00	0.00	0.00	660.00	0.00
TOTAL CONTRACTUAL SERVICES	660.00	0.00	0.00	660.00	0.00
COMMODITIES					
510-5300 EXPENDITURES	800,000.00	0.00	3,404.04	796,595.96	0.43
TOTAL COMMODITIES	800,000.00	0.00	3,404.04	796,595.96	0.43
TOTAL ADMINISTRATION	800,660.00	0.00	3,404.04	797,255.96	0.43
TOTAL EXPENDITURES	800,660.00	0.00	3,404.04	797,255.96	0.43
REVENUES OVER/(UNDER) EXPENDITURES	(58,660.00)	0.00	411,425.10	(470,085.10)	701.37-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

15 -HOT TAX
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	25,100.00	141.63	14,454.29	10,645.71	57.59
TOTAL REVENUES	25,100.00	141.63	14,454.29	10,645.71	57.59
EXPENDITURE SUMMARY					
ADMINISTRATION	430.00	0.00	0.00	430.00	0.00
TOTAL EXPENDITURES	430.00	0.00	0.00	430.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	24,670.00	141.63	14,454.29	10,215.71	58.59

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

15 -HOT TAX
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
406-1000 DEDICATED REVENUES	25,000.00	141.63	14,452.60	10,547.40	57.81
406-1010 INTEREST	100.00	0.00	1.69	98.31	1.69
TOTAL MISCELLANEOUS REVENUE	25,100.00	141.63	14,454.29	10,645.71	57.59
TOTAL REVENUES	25,100.00	141.63	14,454.29	10,645.71	57.59

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

15 -HOT TAX
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	430.00	0.00	0.00	430.00	0.00
TOTAL CONTRACTUAL SERVICES	430.00	0.00	0.00	430.00	0.00
COMMODITIES					
510-5300 EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	430.00	0.00	0.00	430.00	0.00
TOTAL EXPENDITURES	430.00	0.00	0.00	430.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	24,670.00	141.63	14,454.29	10,215.71	58.59

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

16 -LOC TRUANCY & PREVENTION
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	7,584.00	0.00	2,577.81	5,006.19	33.99
MISCELLANEOUS REVENUE	20.00	0.00	0.24	19.76	1.20
TOTAL REVENUES	7,604.00	0.00	2,578.05	5,025.95	33.90
EXPENDITURE SUMMARY					
ADMINISTRATION	200.00	0.00	0.00	200.00	0.00
TOTAL EXPENDITURES	200.00	0.00	0.00	200.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	7,404.00	0.00	2,578.05	4,825.95	34.82

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

16 -LOC TRUANCY & PREVENTION
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	7,584.00	0.00	2,577.81	5,006.19	33.99
TOTAL NON-PROPERTY TAXES	7,584.00	0.00	2,577.81	5,006.19	33.99
MISCELLANEOUS REVENUE					
406-1010 INTEREST	20.00	0.00	0.24	19.76	1.20
TOTAL MISCELLANEOUS REVENUE	20.00	0.00	0.24	19.76	1.20
TOTAL REVENUES	7,604.00	0.00	2,578.05	5,025.95	33.90

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

16 -LOC TRUANCY & PREVENTION
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	200.00	0.00	0.00	200.00	0.00
TOTAL CONTRACTUAL SERVICES	200.00	0.00	0.00	200.00	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	200.00	0.00	0.00	200.00	0.00
TOTAL EXPENDITURES	200.00	0.00	0.00	200.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	7,404.00	0.00	2,578.05	4,825.95	34.82

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

17 -MUNICIPAL JURY FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	192.00	0.00	51.94	140.06	27.05
MISCELLANEOUS REVENUE	20.00	0.00	0.00	20.00	0.00
TOTAL REVENUES	212.00	0.00	51.94	160.06	24.50
EXPENDITURE SUMMARY					
ADMINISTRATION	100.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES	100.00	0.00	0.00	100.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	112.00	0.00	51.94	60.06	46.38

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

17 -MUNICIPAL JURY FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	192.00	0.00	51.94	140.06	27.05
TOTAL NON-PROPERTY TAXES	192.00	0.00	51.94	140.06	27.05
MISCELLANEOUS REVENUE					
406-1010 INTEREST	20.00	0.00	0.00	20.00	0.00
TOTAL MISCELLANEOUS REVENUE	20.00	0.00	0.00	20.00	0.00
TOTAL REVENUES	212.00	0.00	51.94	160.06	24.50

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

17 -MUNICIPAL JURY FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	100.00	0.00	0.00	100.00	0.00
TOTAL CONTRACTUAL SERVICES	100.00	0.00	0.00	100.00	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	100.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES	100.00	0.00	0.00	100.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	112.00	0.00	51.94	60.06	46.38

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

18 -COH TREE MITIGATION
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	10,000.00	0.00	0.00	10,000.00	0.00
MISCELLANEOUS REVENUE	20.00	0.00	18.71	1.29	93.55
TOTAL REVENUES	10,020.00	0.00	18.71	10,001.29	0.19
EXPENDITURE SUMMARY					
ADMINISTRATION	200.00	0.00	2,262.94	(2,062.94)	1,131.47
TOTAL EXPENDITURES	200.00	0.00	2,262.94	(2,062.94)	1,131.47
REVENUES OVER/(UNDER) EXPENDITURES	9,820.00	0.00	(2,244.23)	12,064.23	22.85-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

Agenda Item No. 7

18 -COH TREE MITIGATION
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 DEDICATED REVENUES	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL NON-PROPERTY TAXES	10,000.00	0.00	0.00	10,000.00	0.00
MISCELLANEOUS REVENUE					
406-1010 INTEREST	20.00	0.00	18.71	1.29	93.55
TOTAL MISCELLANEOUS REVENUE	20.00	0.00	18.71	1.29	93.55
TOTAL REVENUES	10,020.00	0.00	18.71	10,001.29	0.19

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 31ST, 2021

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18 -COH TREE MITIGATION
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	200.00	0.00	18.76	181.24	9.38
TOTAL CONTRACTUAL SERVICES	200.00	0.00	18.76	181.24	9.38
CAPITAL OUTLAY					
510-5501 OTHER EXPENDITURES	0.00	0.00	2,244.18	(2,244.18)	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	2,244.18	(2,244.18)	0.00
TOTAL ADMINISTRATION	200.00	0.00	2,262.94	(2,062.94)	1,131.47
TOTAL EXPENDITURES	200.00	0.00	2,262.94	(2,062.94)	1,131.47
REVENUES OVER/(UNDER) EXPENDITURES	9,820.00	0.00	(2,244.23)	12,064.23	22.85-

*** END OF REPORT ***

BALANCE SHEET
AS OF: MARCH 31ST, 2021

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01 -GENERAL FUND

ACCOUNT#	TITLE		
ASSETS			
101-0100	PETTY CASH	1,420.05	
101-2000	OPERATING CASH ACCOUNT	533,761.11	
101-2100	GENERAL FUND	268,621.24	
101-3100	LOGIC CITY	2,990,588.38	
101-3150	TEXPOOL-CITY	66.27	
101-4100	MEDICAL BILLING ACCOUNT	(1,399.36)	
105-0000	RECEIVABLE - TAXES	57,200.43	
105-0500	ALLOWANCE FOR UNCOLLECTABLES	(4,004.03)	
105-1000	RECEIVABLES PRIOR YEAR	(21,269.71)	
105-1001	SALES TAX RECEIVABLE	576,219.48	
105-1002	FRANCHISE RECEIVABLES PRIOR YR	(25,048.31)	
105-1004	EMS ALLOWANCE FOR UNCOLLECT	(382,022.19)	
105-1100	GRANTS RECEIVABLE	0.00	
105-1500	RECEIVABLES EMPLOYEES	431.90	
105-2500	CREDIT CARD RECEIVABLES	(2,983.16)	
120-0000	DUE FROM EDC	8,240.36	
120-0500	DUE FROM BLDG SECURITY	0.00	
120-1000	DUE FROM DEBT SERVICE	0.00	
120-2000	DUE FROM CAPITAL PROJECTS	0.00	
120-3000	DUE FROM FIRE DEPT	0.00	
120-3500	DUE FROM CRT TECH	0.00	
120-4000	DUE FROM DISPATCH	0.00	
120-4500	DUE FROM MUNICIPAL JURY FUND	0.00	
120-5000	EMS FEE RECEIVABLE	430,532.48	
120-6000	DUE FROM PEG	14,977.05	
120-7000	DUE FROM SCHOOL SAFETY	0.00	
120-8000	DUE FROM POLICE FORFEITURE-ST	0.00	
160-0000	PREPAID ASSETS	0.00	
			4,445,331.99
	TOTAL ASSETS		4,445,331.99
LIABILITIES			
201-0000	ACCOUNTS PAYABLE	(3,721.78)	
201-0200	PAYABLES - PRIOR YEAR	(484.88)	
201-1000	WAGES PAYABLE	0.00	
201-2000	DEFERRED TAX REVENUE	46,454.26	
201-2100	380 AGREEMENT PAYABLE	326,273.26	
201-2200	DEFERRED GRANT REVENUE	0.00	
201-2300	DEFERRED EMS REVENUE	48,465.29	
201-2500	DEFERRED LEASE REVENUE	99,710.27	
201-2600	CONTINGENT LIABILITY - NISD	0.00	
202-0100	ACCRUED FICA	(89.34)	
202-0200	FEDERAL WITHHOLDING	(285.17)	
202-0500	RETIREMENT TMRS	77.51	
202-0600	CHILD SUPPORT LIABILITY	(1,434.92)	
202-0650	SCHOOL LOAN LIABILITY	(298.79)	
202-0700	HEALTH INS PAYABLE	5,631.75	
202-0800	DENTAL INS PAYABLE	(2,017.77)	

BALANCE SHEET
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01 -GENERAL FUND

ACCOUNT#	TITLE			
202-0900	LIFE INS PAYABLE	1,008.49		
202-0910	PREPAID PAYABLES	0.00		
202-0920	VISION INS PAYABLE	(1,238.65)		
202-1000	RETIREMENT ICMA	0.00		
202-1010	ICMA ROTH	0.00		
202-1100	CURRENT YEAR INTEREST PAYABLE	0.00		
202-1200	FICA & MED PAYABLE	(150.97)		
202-1300	DUE TO EDC	0.00		
202-1301	DUE TO DEBT SERVICE	0.00		
202-1304	DUE TO CAP PROJ	0.00		
202-1305	DUE TO COURT SECURITY	10,000.00		
202-1306	DUE TO COURT TECHNOLOGY	19,000.00		
202-1308	DUE TO PEG	104,000.00		
202-1309	DUE TO SCHOOL SAFETY	29,000.00		
202-1310	DUE TO STREET MAINT	0.00		
202-1315	DUE TO LOCAL TRUANCY	10,500.00		
202-1320	DUE TO HOT TAX	53,000.00		
202-1325	DUE TO COH TREE MITIGATION	127,000.00		
203-1200	ACCRUED VACATION LEAVE	0.00		
203-1300	CAPITAL LEASE PAYABLE	0.00		
	TOTAL LIABILITIES		870,398.56	
EQUITY				
380-0200	COURT BUILDING SECURITY FUND	0.00		
380-0700	RESERVE FOR PREPAIDS	0.00		
380-0800	UNAVAILABLE REVENUE	0.00		
390-0000	FUND BALANCE/RETAINED EARN	1,776,698.28		
390-1000	INVESTMENT IN FIXED ASSETS	0.00		
390-9999	SUSPENSE	0.00		
	TOTAL BEGINNING EQUITY	1,776,698.28		
	TOTAL REVENUE	5,478,114.76		
	TOTAL EXPENSES	3,679,879.61		
	REVENUE OVER/(UNDER) EXPENSES	1,798,235.15		
	TOTAL EQUITY & OVER/(UNDER)		3,574,933.43	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			4,445,331.99

BALANCE SHEET
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02 -DEBT SERVICE- BONDS

ACCOUNT#	TITLE			
ASSETS				
101-2000	DEBT SERVICE CASH	289,579.37		
105-0000	RECEIVABLE - AD VALOREM	19,330.66		
120-0000	DUE FROM GF OPERATING	0.00		
150-0000	DEFERRED BOND ISSUE COST	0.00		
			308,910.03	
	TOTAL ASSETS			308,910.03
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES-PRIOR YEAR	0.00		
201-1000	PRINCIPAL PAYABLE - 1993 GO	0.00		
201-1500	PRINCIPAL PAYABLE - 2002 CofO	0.00		
201-2000	DEFERRED TAX REVENUE	15,699.03		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO CAPITAL	0.00		
202-1310	DUE TO GENERAL FUND	0.00		
202-1400	ALLOWANCE FOR UNCOLLECTABLES	1,353.15		
203-1000	CURRENT PORTION LT DEBT	0.00		
203-1100	ACCRUED INTEREST	0.00		
	TOTAL LIABILITIES		17,052.18	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	384,344.33		
390-9999	SUSPENSE	0.00		
	TOTAL BEGINNING EQUITY	384,344.33		
	TOTAL REVENUE	924,828.90		
	TOTAL EXPENSES	1,017,315.38		
	REVENUE OVER/(UNDER) EXPENSES	(92,486.48)		
	TOTAL EQUITY & OVER/(UNDER)		291,857.85	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			308,910.03

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

03 -CAPITAL REPLACEMENT

ACCOUNT#	TITLE			
ASSETS				
101-2000	TEXPOOL CAPITAL PROJECTS	678.81		
101-2200	SAFEKEEPING - CITY	0.00		
101-2400	CAPITAL CASH	0.00		
101-2500	EDC CAPITAL CASH	0.00		
101-2600	FIRE DEPT CAPITAL CASH	0.00		
101-2700	POLICE DEPT CAPITAL CASH	2,250.00		
101-2800	ADMIN CAPITAL CASH	31,699.24		
101-3000	LOGIC CAPITAL CASH	613,623.21		
120-0000	DUE FROM CITY	0.00		
120-0001	DUE FROM DEBT SERVICE	0.00		
120-1000	PREPAID PAYABLES	0.00		
			648,251.26	
	TOTAL ASSETS			648,251.26
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0100	RETAINAGE PAYABLE	0.00		
201-0200	PAYABLES PRIOR YEAR	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO CITY GEN FUND	0.00		
202-1305	DUE FROM OTHER ACCOUNTS	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	720,430.50		
	TOTAL BEGINNING EQUITY	720,430.50		
	TOTAL REVENUE	626.98		
	TOTAL EXPENSES	72,806.22		
	REVENUE OVER/(UNDER) EXPENSES	(72,179.24)		
	TOTAL EQUITY & OVER/(UNDER)		648,251.26	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			648,251.26

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

04 -FIXED ASSET FUND

ACCOUNT#	TITLE			
ASSETS				
120-0000	LAND	1,715,631.00		
130-0410	BUILDINGS	6,873,540.00		
130-0460	VEHICLES & EQUIPMENT	4,350,363.71		
130-0480	EQUIPMENT UNDER CAPITAL LEASE	0.00		
130-0490	INFRASTRUCTURE	11,563,866.00		
130-0500	CONSTRUCTION IN PROGRESS	0.00		
			24,503,400.71	
	TOTAL ASSETS			24,503,400.71
LIABILITIES				
201-0100	ACCUMULATED DEPRECIATION	15,251,341.69		
201-0200	2000 F5500 BRUSH TRUCK	0.00		
201-0300	2003 FIRE ENGINE	0.00		
203-1000	CURRENT PORTION BONDS PAYABLE	766,773.00		
203-1100	LONG TERM PORTION BONDS PAYBLE	8,105,644.00		
203-1200	BOND PREMIUM	0.00		
203-1500	BOND PREMIUM	110,331.00		
230-0101	ACCRUED INTEREST	52,706.17		
	TOTAL LIABILITIES		24,286,795.86	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	216,604.85		
390-1000	CAPITAL CONTRIBUTIONS	0.00		
390-9999	SUSPENSE	0.00		
	TOTAL BEGINNING EQUITY	216,604.85		
	TOTAL EQUITY & OVER/(UNDER)		216,604.85	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			24,503,400.71

BALANCE SHEET
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05 -ECONOMIC DEVELOPMENT CORP

ACCOUNT#	TITLE			
ASSETS				
101-2000	EDC OPERATING CASH	25,053.27		
101-2100	EDC TEXPOOL	26.82		
101-2600	LOGIC	1,669,160.70		
105-1000	RECEIVABLE - SALES TAX	286,861.89		
105-1001	RECEIVABLES PRIOR YEAR GRANTS	0.00		
120-0000	DUE FROM GENERAL FUND	0.00		
120-1000	DUE FROM EDC CAP PROJ	0.00		
			1,981,102.68	
	TOTAL ASSETS			1,981,102.68
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	0.00		
201-0300	380 AGREEMENT PAYABLE	163,136.63		
201-1000	WAGES PAYABLE	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO CITY OP	8,240.36		
	TOTAL LIABILITIES		171,376.99	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	1,808,381.97		
390-1000	PREPAID ITEMS	439.99		
	TOTAL BEGINNING EQUITY	1,808,821.96		
	TOTAL REVENUE	832,335.17		
	TOTAL EXPENSES	831,431.44		
	REVENUE OVER/(UNDER) EXPENSES	903.73		
	TOTAL EQUITY & OVER/(UNDER)		1,809,725.69	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			1,981,102.68

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

06 -MUNICIPAL COURT SECURITY

ACCOUNT#	TITLE			
ASSETS				
101-2000	COURT SECURITY CASH	1,415.90		
105-1000	RECEIVABLES - PRIOR YEAR	1,723.76		
120-000	DUE FROM OPERATING	10,000.00		
130-0460	VEHICLES AND EQUIPMENT	0.00		
130-9000	ACCUMULATED DEPRECIATION	0.00		
			13,139.66	
	TOTAL ASSETS			13,139.66
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES-PRIOR YEAR	0.00		
201-1000	WAGES PAYABLE	0.00		
202-0800	DENTAL INS	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1000	DUE TO GENERAL FUND	0.00		
202-1300	DUE TO OPERATING	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	10,376.65		
390-1000	INVESTMENT IN CAPITAL ASSETS	0.00		
	TOTAL BEGINNING EQUITY	10,376.65		
	TOTAL REVENUE	2,763.01		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	2,763.01		
	TOTAL EQUITY & OVER/(UNDER)		13,139.66	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			13,139.66

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

07 -MUNICIPAL CRT TECHNOLOGY

ACCOUNT#	TITLE			
ASSETS				
101-2100	CRT TECH CASH	2,430.85		
120-0000	DUE FROM OPERATING	19,000.00		
			21,430.85	
	TOTAL ASSETS			21,430.85
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	21,968.41		
	TOTAL BEGINNING EQUITY	21,968.41		
	TOTAL REVENUE	2,366.44		
	TOTAL EXPENSES	2,904.00		
	REVENUE OVER/(UNDER) EXPENSES	(537.56)		
	TOTAL EQUITY & OVER/(UNDER)		21,430.85	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			21,430.85

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

08 -POLICE TRAINING

ACCOUNT#	TITLE			
ASSETS				
101-2100	PD TRAINING OPERATING ACCOUNT	3,996.32		
105-1000	RECEIVABLES - PRIOR YEAR	0.00		
105-9000	ALLOWANCE FOR DOUBTFUL ACCOUNT	0.00		
120-0000	DUE FROM	0.00		
130-0460	VEHICLES AND EQUIPMENT	0.00		
130-9000	ACCUMULATED DEPRECIATION	0.00		
			3,996.32	
	TOTAL ASSETS			3,996.32
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	ACCOUNTS PAYABLE-PRIOR YEAR	0.00		
201-0300	WAGES PAYABLE	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
203-1200	ACCRUED VACATION	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	2,885.48		
390-1000	INVESTMENT IN CAPITAL ASSETS	0.00		
	TOTAL BEGINNING EQUITY	2,885.48		
	TOTAL REVENUE	2,070.84		
	TOTAL EXPENSES	1,005.00		
	REVENUE OVER/(UNDER) EXPENSES	1,065.84		
	TOTAL EQUITY & OVER/(UNDER)		3,951.32	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			3,951.32
	*** AMOUNT OUT OF BALANCE ***			45.00

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

09 -SCHOOL SAFETY

ACCOUNT#	TITLE			
ASSETS				
101-2000	SCHOOL SAFETY CASH	913.67		
105-1000	RECEIVABLES PRIOR YEAR	2,699.48		
120-0000	DUE FROM OPERATING	29,000.00		
			32,613.15	
	TOTAL ASSETS			32,613.15
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	0.00		
202-1300	DUE TO OPERATING	0.00		
202-1400	DUE TO OTHER FUNDS	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	26,926.41		
	TOTAL BEGINNING EQUITY	26,926.41		
	TOTAL REVENUE	5,686.74		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	5,686.74		
	TOTAL EQUITY & OVER/(UNDER)		32,613.15	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			32,613.15

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

10 -PEG

ACCOUNT#	TITLE			
ASSETS				
101-2000	PEG CASH	6,745.12		
105-1000	RECEIVABLES PRIOR YEAR	(1,268.56)		
105-1002	ACCOUNTS RECEIVABLES-FRANCHISE	1,268.56		
120-0000	ACCOUNTS RECEIVABLE FRANCHISE	0.00		
120-1000	DUE FROM OPERATING	104,000.00		
			110,745.12	
	TOTAL ASSETS			110,745.12
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES - PRIOR YEAR	0.00		
202-1301	DUE TO OPERATING	14,977.05		
	TOTAL LIABILITIES		14,977.05	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	89,742.16		
	TOTAL BEGINNING EQUITY	89,742.16		
	TOTAL REVENUE	6,025.91		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	6,025.91		
	TOTAL EQUITY & OVER/(UNDER)		95,768.07	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			110,745.12

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

11 -FORFEITURE STATE

ACCOUNT#	TITLE			
ASSETS				
101-2000	FORFEIT STATE CASH	8,719.14		
120-0000	DUE FROM	0.00		
			8,719.14	
	TOTAL ASSETS			8,719.14
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES- PRIOR YEAR	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	8,717.74		
	TOTAL BEGINNING EQUITY	8,717.74		
	TOTAL REVENUE	0.00		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	0.00		
	TOTAL EQUITY & OVER/(UNDER)		8,717.74	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			8,717.74
	*** AMOUNT OUT OF BALANCE ***			1.40

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

14 -STREET MAINTENANCE

ACCOUNT#	TITLE			
ASSETS				
101-2000	STREET MAINT CASH	23,949.83		
101-3100	LOGIC STREET MAINTENANCE	1,177,060.83		
105-1000	ACCOUNTS RECEIVABLE	142,942.66		
120-0000	DUE FROM	0.00		
			1,343,953.32	
	TOTAL ASSETS			1,343,953.32
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	932,528.22		
	TOTAL BEGINNING EQUITY	932,528.22		
	TOTAL REVENUE	414,829.14		
	TOTAL EXPENSES	3,404.04		
	REVENUE OVER/(UNDER) EXPENSES	411,425.10		
	TOTAL EQUITY & OVER/(UNDER)		1,343,953.32	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			1,343,953.32

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

15 -HOT TAX

ACCOUNT#	TITLE			
ASSETS				
101-2000	HOT TAX CASH	5,146.57		
105-1000	ACCOUNTS RECEIVABLE	8,112.85		
120-0000	DUE FROM OPERATING	53,000.00		
			66,259.42	
	TOTAL ASSETS			66,259.42
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	51,805.13		
	TOTAL BEGINNING EQUITY	51,805.13		
	TOTAL REVENUE	14,454.29		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	14,454.29		
	TOTAL EQUITY & OVER/(UNDER)		66,259.42	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			66,259.42

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BALANCE SHEET
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16 -LOC TRUANCY & PREVENTION

ACCOUNT#	TITLE			
ASSETS				
101-2100	LOC TRUANCY & PREVENTION FUND	109.75		
105-1000	ACCOUNTS RECEIVABLE	0.00		
120-0000	DUE FROM OPERATING	10,500.00		
			10,609.75	
	TOTAL ASSETS			10,609.75
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYBLES	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	8,031.70		
	TOTAL BEGINNING EQUITY	8,031.70		
	TOTAL REVENUE	2,578.05		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	2,578.05		
	TOTAL EQUITY & OVER/(UNDER)		10,609.75	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			10,609.75

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BALANCE SHEET
AS OF: MARCH 31ST, 2021

17 -MUNICIPAL JURY FUND

ACCOUNT#	TITLE			
ASSETS				
101-2100	MUNICIPAL JURY FUND CASH	14.63		
105-1000	ACCOUNTS RECEIVABLE	0.00		
120-0000	DUE FROM	0.00		
			14.63	
	TOTAL ASSETS			14.63
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	(37.31)		
	TOTAL BEGINNING EQUITY	(37.31)		
	TOTAL REVENUE	51.94		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	51.94		
	TOTAL EQUITY & OVER/(UNDER)		14.63	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			14.63

Agenda Item No. 7

BALANCE SHEET
AS OF: MARCH 31ST, 2021

18 -COH TREE MITIGATION

ACCOUNT#	TITLE			
ASSETS				
101-2100	COH TREE MITIGATION	7,914.16		
105-1000	ACCOUNTS RECEIVABLE	0.00		
120-0000	DUE FROM GENERAL FUND	0.00		
120-0010	DUE FROM OPERATING	127,000.00		
			134,914.16	
	TOTAL ASSETS			134,914.16
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	137,158.39		
	TOTAL BEGINNING EQUITY	137,158.39		
	TOTAL REVENUE	18.71		
	TOTAL EXPENSES	2,262.94		
	REVENUE OVER/(UNDER) EXPENSES	(2,244.23)		
	TOTAL EQUITY & OVER/(UNDER)		134,914.16	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			134,914.16

FUND # : 01 GENERAL FUND
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

DETAILED REPORT

G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
01 545-5318	VEHICLES & EQUIPMENT	21-01166	2/22/2021	0093	MANDER AUTO SERVIC	VEHICLE REPAIR	639.89
		21-01167	2/25/2021	0093	MANDER AUTO SERVIC	REPAIR/MAINT VEH 3404	55.10
		21-01172	3/02/2021	0093	MANDER AUTO SERVIC	REPAIR/MAINT PW 3404	55.10
		21-01174	3/02/2021	0093	MANDER AUTO SERVIC	REPAIR/MAIN PW VIN 1061	721.49
						** TOTAL **	1,471.58
01 550-5231	COVID19 VIRUS	21-01134	12/07/2020	2205	JEFFREY ALLEN COLL	AIR SHELTER/DECON TENT	25,084.99
						** TOTAL **	25,084.99
01 550-5249	IT SOFTWARE LICENSES/AGR	21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO CATALYST 3850	1,801.06
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO CATALYST 2960X	353.34
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO CATALYST 2960X	508.74
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO CATALYST 4506	7,211.38
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO SMARTNET SOFT	60.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO SMARTNET	1,950.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO SMARTNET	500.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO SMARTNET	72.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	SmartNet Maint Agreemen	576.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	SmartNet Maint Agreemen	64.00
		21-01161	1/26/2021	0809	RX TECHNOLOGY	CISCO SMARTNET	1,303.80
						** TOTAL **	14,400.32
01 550-5250	IT MANAGED SERVICES/PROJ	21-01117	11/23/2020	0809	RX TECHNOLOGY	ASA FIREWALL INSTALL	2,040.00
		21-01162	1/26/2021	0809	RX TECHNOLOGY	Laptop Setup	1,360.00
						** TOTAL **	3,400.00
01 560-5318	VEHICLE MAINTENANCE	20-01109	10/26/2020	0093	MANDER AUTO SERVIC		62.50
		21-01148	1/12/2021	0093	MANDER AUTO SERVIC	VEHICLE REPAIR 6464	64.50
		21-01164	2/08/2021	0093	MANDER AUTO SERVIC	REPAIR/MAINT	701.90
		21-01165	2/08/2021	0093	MANDER AUTO SERVIC	VEHICLE REPAIR/MAINT	60.47
		21-01175	3/02/2021	0093	MANDER AUTO SERVIC	REPAIR/MAIN VEH/VIN 650	64.50
		21-01176	3/02/2021	0093	MANDER AUTO SERVIC	REPAIR/MAINT PD VEH 997	593.76
						** TOTAL **	1,547.63
01 580-5322	VEHICLE MAINTENANCE	21-01173	3/02/2021	0093	MANDER AUTO SERVIC	REPAIR/MAIN FD VEH 7559	121.69
						** TOTAL **	121.69

FUND # : 03 CAPITAL REPLACEMENT
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

DETAILED REPORT

G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
03 550-5514	VEHICLE PURCHASES	21-01135	12/14/2020	2206	CALDWELL COUNTRY F	FY 2021 PD PURCHASE	66,778.00
		21-01154	1/20/2021	0129	SOUTHWEST PUB SAFE	NEW PD VEHICLE EQUIPMNE	13,831.66
						** TOTAL **	80,609.66

FUND # : 05 ECONOMIC DEVELOPMENT CORP
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

DETAILED REPORT

G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
05 510-5208	CONC. DESIGN & LAND USE	21-01169	3/01/2021	2227	DIETRICH ELECTRICA	OTH BRIGDGE ELECTRICAL	5,500.00
						** TOTAL **	5,500.00

FUND # : 14 STREET MAINTENANCE
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

DETAILED REPORT

	G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
14	510-5300	EXPENDITURES	21-01168	3/01/2021	2228	WAVERLY INDUSTRIES	DE-ICING SUPPLIES PW	5,783.50
							** TOTAL **	5,783.50

FUND # : ALL
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

REPORT TOTALS

FUND: 01	GENERAL FUND		
	DEPT: 545	ANIML CNTRL, PW, CODE ENF	1,471.58
	DEPT: 550	BUILDING & GROUNDS	42,885.31
	DEPT: 560	POLICE DEPARTMENT	1,547.63
	DEPT: 580	FIRE DEPARTMENT	121.69
		** FUND TOTAL **	46,026.21
FUND: 03	CAPITAL REPLACEMENT		
	DEPT: 550	CAPITAL PORJECTS	80,609.66
		** FUND TOTAL **	80,609.66
FUND: 05	ECONOMIC DEVELOPMENT CORP		
	DEPT: 510	EDC	5,500.00
		** FUND TOTAL **	5,500.00
FUND: 14	STREET MAINTENANCE		
	DEPT: 510	STREET MAINTENANCE	5,783.50
		** FUND TOTAL **	5,783.50
		** GRAND TOTAL **	137,919.37

FUND # : ALL
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
REPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

Agenda Item No. 7

REPORT TOTALS

GL WARNINGS

**** NOTE: PARTIAL REPORT SELECTED. PO'S NOT VERIFIED AGAINST GENERAL LEDGER.

SELECTION CRITERIA

Agenda Item No. 7

REPORT OPTIONS

REPORTED THRU: CURRENT BALANCES
REPORT TYPE: DETAIL
BREAK BY DEPT: NO

STATUS: OUTSTANDING
RECEIVED
PARTIAL

FUND : ALL
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 - 99/99/9999
VENDOR RANGE: ALL

**** END OF REPORT ****

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Acceptance of the resignation of Phyllis Jackson from the City of Helotes Economic Development Corporation Board of Directors, Place One. (Director Jackson)

EXECUTIVE SUMMARY:

Phyllis Jackson is no longer able to serve on the EDC and has provided written notification of her resignation.

ATTACHMENTS:

Attachment A – Resignation

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: March 2, 2021

Attachment A

Celina Perez

Subject: FW: Resignation From EDC

From: Steve Jackson[redacted]
Sent: Tuesday, March 02, 2021 1:19 PM
To: Marian Mendoza <MMendoza@Helotes-TX.gov>
Subject: Resignation From EDC

It is with regret that I hereby resign from the EDC effective immediately. Good luck to all of you in the future.

Phyllis Jackson

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Acceptance of the resignation of Kathryn Mitchell from the City of Helotes Economic Development Corporation Board of Directors, Place Five. (Director Mitchell)

EXECUTIVE SUMMARY:

Kathryn Mitchell is no longer able to serve on the EDC and has provided written notification of her resignation.

ATTACHMENTS:

Attachment A – Resignation

PREPARED BY: Marian Mendoza, City Administrator

DATE SUBMITTED: March 4, 2021

Attachment A

Celina Perez

Subject: FW: EDC

-----Original Message-----
From: Kathryn Mitchell [redacted]
Sent: Thursday, March 04, 2021 2:35 PM
To: Glenn Goolsby <GGoolsby@Helotes-TX.gov>
Subject: EDC

Glenn, I must step down from the EDC. Would you please give my thanks to the mayor for selecting me. Also, thank you for being so patient with all my questions over the years. I have truly enjoyed my time on the board but my health and eyesight are getting worse.
Best Regards always,
Kathy Mitchell.

Sent from my iPad

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Discussion of and action on the appointment of Anne Carraway to the Planning & Zoning Commission, Place One, with a term expiring May 2021. (Mayor Schoolcraft)

EXECUTIVE SUMMARY:

In line with Resolution No. 321 *Policies & Procedures of City Council, City Boards and City Commissions*, the Mayor nominates a candidate, and Council acts on said nominee to serve on the respective board or commission. The nominated candidate must reside in the corporate City limits, hold an interest in the betterment of the City, not be in any pending litigation against the City, and be a registered voter in Bexar County.

Anne Carraway has applied to fill the vacancy of P&Z Commissioner, Place 1, with a term expiring May 2021. The term of a board / commission member is concurrent with the Mayor's term. The Place 1 seat was held by Joe Edmond, who resigned.

ATTACHMENTS:

Attachment A – Board / Commission Application

PREPARED BY: Mayor Schoolcraft

DATE SUBMITTED: March 1, 2021

Attachment A

Celina Perez

From: City of Helotes <info@helotes-tx.gov>
Sent: Wednesday, February 03, 2021 3:21 PM
To: Celina Perez
Subject: New Form Submission: Board Commission App

Someone submitted the Board Commission App form: Date: 02/03/2021 03:21 PM

1. Name: : Anne Carraway

2. Address: : 11240 Sunset Blvd

3. Telephone: : 210-378-0762

4. Email: [redacted]

5. How many years have you lived in the City? : In May, it will be 7 years

6. Subdivision: : Beverly Hills Subdivision

7. Bexar County Voter Registration #: : [redacted]

8. Education: : Law Degree from University of Texas School of Law - Austin; B.A. in English with High Honors - UT Austin; High School Teaching Certification - UT Austin

9. Business Owner? : Yes

10. Business Name: : The Law Office of Anne Joseph Carraway, PLLC

11. Occupation: : Attorney

12. Business Address: : 12274 Bandera Road, Ste. 226, Helotes, Tx. 78023

13. Business Phone: : (210) 378-0762

14. Select the following municipal committees you wish to serve on: : Planning and Zoning Commission

15. Business Email: : anne@joseph-carrawaylaw.com

16. If you currently serve on municipal committees, please list them here: : None

17. List any experience, qualifications, or special interests here: : I have experience in general litigation including real estate, water rights, business law, DTPA, probate and family law. Recently, I did all the appellate briefing in a Texas Supreme Court case which was decided unanimously in our favor (oil and gas issue). I love the City of Helotes and would like to contribute wherever my experience and knowledge would be of the most benefit. I was born and raised in San Antonio, one of 7 children, and attended Providence High School. I am married and have 3 children who attend O'Connor High School.

18. Recognizing that committee work is often demanding on one's time, are you committed to attending regularly scheduled meetings? : Yes

19. How many hours can you serve each month? : I would estimate 10-20. It depends on what is required and when.

20. Electronic Signature : Anne Joseph Carraway

21. Date: : 03/02/2021

ANNE JOSEPH CARRAWAY

ATTORNEY AT LAW

Helotes, TX 78023 • (210) 378-0762 • [redacted]

Summary

I communicate clearly and effectively, in both written and oral language. My experience in general litigation and a diverse array of legal subjects gives me an understanding of policy considerations that is both persuasive and practical. My attention to detail in analyzing documents and evidentiary matters has led to early settlements. I enjoy thinking outside the box to provide unique solutions to problems and difficult situations.

Work History

Attorney, 1994 – 2002 (full time); 2011-present (part-time/full time)
Tom Joseph, P.C./Self-employed – San Antonio/Helotes, Texas

Practiced general litigation, representing both plaintiffs and defendants in contracts, real estate (including ranch), divorce/child custody, probate, personal injury, DTPA, oil and gas, water rights and business law; wrote appellate briefs, most recently, on an oil and gas issue in the case of *Tex. Outfitters Ltd., LLC v. Nicholson,* 572 S.W.3d 647 (Tex. 2019) affirmed unanimously in our favor.

Business Owner, 10/2003 to 09/2018
Carraway & Joseph, LLC dba Absolute Rentals – San Antonio, Texas

My husband and I started our own business supplying rentals (tables, chairs, tents, dance floors) for downtown and other local events, selling the business in September 2018.

Law Clerk: Consumer Protection Division, 06/1993 to 08/1993
The State of Texas, Office of the Attorney General – Austin, Texas

Assisted Chief of the Consumer Protection Division (Joe K. Crews) with research and discovery, making fast food restaurants smoke free under the DTPA.

Editor: House of Representatives, 07/1990 to 07/1991
State of Texas – Capitol Building, Austin, Texas

Proofread and edited Bills and Resolutions created by Texas Representatives for final presentation and vote.

Employment prior to Law School: High School English Teacher (2 years, including 2 summers at St. Edward's University Migrant Program); assisted Austin musical group *Timbuk 3 ("The Future's So Bright I Gotta Wear Shades")* touring Europe and the U.S. (1 year)

Education

University of Texas School of Law: Juris Doctorate, 1994 – Austin, Texas
• Texas Law Review – Associate Editor
• Texas Journal of Women and the Law – Associate Editor
• Children's Rights Clinic
University of Texas at Austin: B.A. in English with High Honors – Austin, Texas
• English Honors Program
• Teaching Certification
Providence High School – San Antonio, Texas

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Discussion of and action on the appointment of Alan Holmes to the City of Helotes Economic Development Corporation Board of Directors, Place One, with a term expiring September 2021. (Mayor Schoolcraft)

EXECUTIVE SUMMARY:

In line with the Economic Development Corporation Articles of Formation, Section Ten, the Board of Directors for the Corporation shall be appointed by City Council. The terms of Directors shall be two (2) years, expiring September 30 of odd numbered and even numbered years. Each Director must be a registered voter in and a resident of Bexar County. A Director shall not be a City Official, City Staff Member or Council Member.

Alan Holmes has applied to fill the vacancy of EDC Board of Director, Place One. This seat was held by Phyllis Jackson, who resigned. Alan currently serves on the Board of Adjustment (December 2020) and previously served on the EDC Board of Directors (November 2018 – September 2019) and on City Council (October 2019 – November 2020). Alan wishes to stay on the Board of Adjustment, since they meet so infrequently. Resolution No. 321 *Policies & Procedures of City Council, City Boards and City Commissions*, Chapter II, Section *Term*, allows for a resident to serve on a maximum of two (2) boards at the same time.

ATTACHMENTS:

Attachment A – Board / Commission Application

PREPARED BY: Mayor Schoolcraft

DATE SUBMITTED: March 4, 2021

Attachment A

Celina Perez

From: City of Helotes <info@helotes-tx.gov>
Sent: Thursday, March 04, 2021 11:29 AM
To: Celina Perez
Subject: New Form Submission: Board Commission App

Someone submitted the Board Commission App form: Date: 03/04/2021 11:29 AM

1. Name: : Alan Holmes

2. Address: : 13306 Flying W Trl

3. Telephone: [redacted]

4. Email: [redacted]

5. How many years have you lived in the City? : 8

6. Subdivision: : Helotes Park Estates

7. Bexar County Voter Registration #: :

8. Education: : Bachelor of Science

9. Business Owner? : No

10. Business Name: :

11. Occupation: : Retired

12. Business Address: :

13. Business Phone: :

14. Select the following municipal committees you wish to serve on: : Economic Development Corp. Board of Directors

15. Business Email: :

16. If you currently serve on municipal committees, please list them here: : Board of Adjustment

17. List any experience, qualifications, or special interests here: : Former City Council Member - City of Helotes, Former Vice President of Economic Development Corporation - City of Helotes,

18. Recognizing that committee work is often demanding on one's time, are you committed to attending regularly scheduled meetings? : Yes

19. How many hours can you serve each month? : 20

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Discussion of and action on the appointment of Allison Higgins to the City of Helotes Economic Development Corporation Board of Directors, Place Five, with a term expiring September 2021. (Mayor Schoolcraft)

EXECUTIVE SUMMARY:

In line with the Economic Development Corporation Articles of Formation, Section Ten, the Board of Directors for the Corporation shall be appointed by City Council. The terms of Directors shall be two (2) years, expiring September 30 of odd numbered and even numbered years. Each Director must be a registered voter in and a resident of Bexar County. A Director shall not be a City Official, City Staff Member or Council Member.

Allison Higgins has applied to fill the vacancy of EDC Board of Director, Place Five. This seat was held by Kathryn Mitchell, who resigned. Allison currently serves on the Board of Adjustment as an Alternate (January 2020). Allison wishes to stay on the Board of Adjustment, since they meet so infrequently. Resolution No. 321 *Policies & Procedures of City Council, City Boards and City Commissions*, Chapter II, Section *Term*, allows for a resident to serve on a maximum of two (2) boards at the same time.

ATTACHMENTS:

Attachment A – Board / Commission Application

PREPARED BY: Mayor Schoolcraft

DATE SUBMITTED: March 4, 2021

Attachment A

Celina Perez

From: City of Helotes <info@helotes-tx.gov>
Sent: Monday, November 30, 2020 1:29 PM
To: Celina Perez
Subject: New Form Submission: Please complete the following Board/Commission Application:

Someone submitted the Please complete the following Board/Commission Application: form: Date: 11/30/2020 01:29 PM

1. Name: : Allison Higgins

2. Address: : 9807 Bricewood Oak

3. Telephone: : 2102016145

4. Email: : allisonhiggins@questbusinesslaw.com

5. How many years have you lived in the City? : 1

6. Subdivision: : Bricewood

7. Bexar County Voter Registration #: [redacted]

8. Education: : JD

9. Business Owner? : Yes

10. Business Name: : Quest Business Law PLLC

11. Occupation: : Lawyer

12. Business Address: : PO Box 967, Helotes, TX 78023

13. Business Phone: : 2102016145

14. Select the following municipal committees you wish to serve on: : Economic Development Corp. Board of Directors

15. Business Email: : allisonhiggins@questbusinesslaw.com

16. If you currently serve on municipal committees, please list them here: : N/A

17. List any experience, qualifications, or special interests here: : legal experience, marketing experience, small business experience, contract drafting and review

18. Recognizing that committee work is often demanding on one's time, are you committed to attending regularly scheduled meetings? : Yes

19. How many hours can you serve each month? : 10+

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Discussion of and action on a request by David and Michelle Curb for approval of two variances to Municipal Code of Ordinances Chapter 42 *Floods,* authorizing the issuance of a floodplain development permit in order to begin construction of a new home on an R-1 single-family residential zoned lot located at 11321 Baxtershire, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 236865, and specifically identifying the variances as follows:

a. Variance No. 1 to Chapter 42 *Floods*, Section 42-31, subparagraph (e) (25) (e) - Unflooded vehicular access must be available to the development from a public street; and

b. Variance No. 2 to Chapter 42 *Floods*, Section 42-32, subparagraph (2) - Habitable structures are prohibited within the regulatory floodplain. (Applicant)

EXECUTIVE SUMMARY:

On January 8, 2021, the City Engineer conducted a final review of the Flood Study Application for the subject property and concluded the development did not comply with Municipal Code of Ordinances Chapter 42 *Floods*.

Consequently, the applicant submitted a variance application, and their engineer, Intrepid Surveying & Engineering, certifies the following:

a. Variance No. 1 to Chapter 42 *Floods*, Section 42-31, subparagraph (e) (25) (e) - Unflooded vehicular access must be available to the development from a public street:

   1.) Applicant Response: Finished floor elevation will be one foot above the base flood elevation. Elevation Certificate provided.

b. Variance No. 2 to Chapter 42 *Floods*, Section 42-32, subparagraph (2) - Habitable structures are prohibited within the regulatory floodplain.

   2.) Applicant Response: Proposed improvement will not increase the 100-year water surface elevation. No-Rise Official Statement provided.

Based on the information provided, the City Engineer has determined that the applicant is eligible for both variances and recommends approval.

ATTACHMENTS:

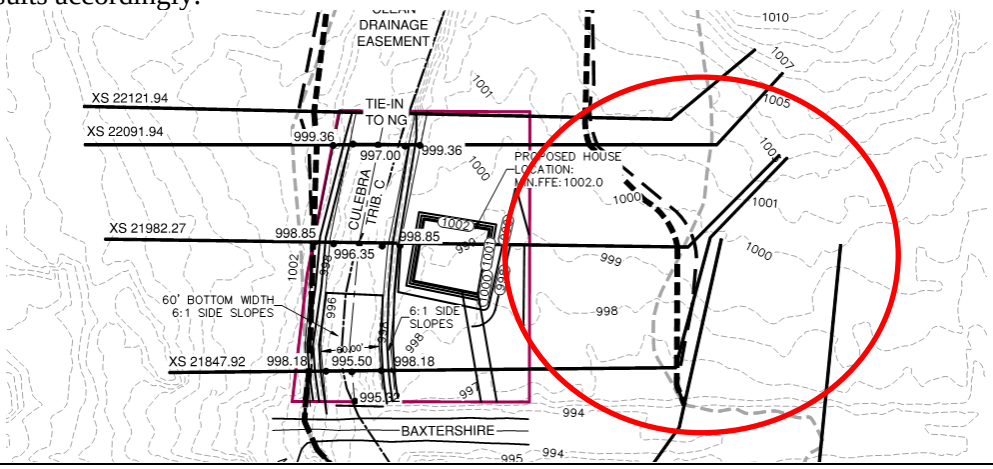
Attachment A – Flood Study Final Review dated January 8, 2021
Attachment B – Variance Application
Attachment C – City Engineer Approval Letter

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: March 1, 2021

SWMP REVIEW

PROJECT: Flood Study 11321 Baxtershire, Helotes
RECORDED BY: Swapnil Dusane, EIT.
DATE: **01/08/2021**

ITEM	DOCUMENT	QUESTIONS / CONCERNS
1	General	Provide the comment response letter with the resubmittal.
2	Hydraulic Model	Model the existing/adjacent structures in the hydraulic analysis. Update the hydraulic results accordingly. 
3	Hydraulic Model	Considering City of Helotes Code of Ordinances, Section 42 – 31 (a) No increase in the regulatory 100-year floodplain elevation will be permitted within the watershed as a result of development. <u>Provide a No-Rise certification for the proposed improvements.</u>
4	General	From the hydraulic calculations, no change in water surface elevations has occurred due to the proposed improvements. However, WSE or excavation volume could change as the obstructions due to the adjacent/existing structures are modeled. Verify and update the result accordingly. CLOMR submittal requirements will be exempted if the No-Rise certification is provided.

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

5	Hydraulic Model	Provide a variance request application for the unflooded vehicular access ordinance. Based on the City of Helotes Code of Ordinances, Section 42-31, (e) (25) (e), unflooded vehicular access must be available to the development from a public street. **Note:** The statement mentioned in the drainage comment responses is not correct. The subject property was platted on 17 November, 1967, well before the city floodplain ordinances were developed.
6	General	According to the City of Helotes Code of Ordinances, Section 42-32, (2) habitable structures are prohibited within the regulatory floodplain. Provide a variance request application from this ordinance.

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

Attachment B

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

Application Date: 2/26/2021

APPLICATION FOR VARIANCE

Municipal Code of Ordinances

NAME OF APPLICANT: David & Michelle Curb

MAILING ADDRESS: 1210 Hunt Ln. Apt 12102 San Antonio, Tx 78251

PHONE NO.: (210) 618-9332 EMAIL: dcurb@satx.rr.com

STATUS OF APPLICANT: OWNER: ✓

AGENT: _____ (IF AGENT, ATTACH LETTER OF AUTHORIZATION FROM PROPERTY OWNER)

PROPERTY DESCRIPTION

PHYSICAL ADDRESS: 11321 Baxtershire Helotes, Tx 78023

LEGAL DESCRIPTION: CB 4467A BLK 11 LOT 15

CURRENT ZONING: OCL EXISTING USE: Raw land

ACRES/SQ. FT.: 1.522 DOES OWNER OWN ADJACENT PROPERTIES? ☐ YES ☑ NO

CODE SECTION SEEKING VARIANCE / RELIEF FROM:

(1) Section 42-31(e)(25)(e); (2) Section 42-32(2); (3) Section 42-31(a)

TYPE OF VARIANCE REQUESTED (EXPLAIN IN DETAIL):

- Requesting a variance for a house building permit in order to build in a regulatory flood plain. The property has been platted since 1967 and is in ~~an~~ a well-established subdivision
- Requesting relief from the unflooded vehicular access ordinance.
- Requesting relief from zero rise ordinance as the cost to rework wet-weather creek is $40K and places an undue hardship on owner.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE INFORMATION I HAVE PROVIDED TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS APPLICATION WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A VARIANCE OR SPECIAL EXCEPTION DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING THE USE OF PROPERTY.

David Curb Michelle Curb

APPLICANT'S SIGNATURE

2/26/2021

DATE

Attachment B

Celina Perez

Subject: FW: 11321 Baxtershire - Floodplain Variance Request - City Secretary's Comments

From: dcurb@satx.rr.com <dcurb@satx.rr.com>
Sent: Monday, March 1, 2021 10:46 AM
To: Belenda Parker <BParker@Helotes-TX.gov>
Cc: Nicole Mayfield <nmayfield@Helotes-TX.gov>; [redacted]
Subject: RE: 11321 Baxtershire - Floodplain Variance Request - City Secretary's Comments

To Whom it May Concern:

I am authorizing my flood engineering firm, Intrepid, to act on my behalf as representative in working with the City of Helotes to obtain a variance and building permit. If there is any questions please contact me. Thank you.

David Curb
210-618-9332

Attachment B

January 8, 2021

City of Helotes
12951 Bandera Road
Helotes, Texas 78023

RE: Baxtershire Flood Study (11321 Bastershire, Helotes)

To Whom it May Concern:

We have received your comment letter in review of the Baxtershire Flood Study. The below is a formal request for a variance to City of Helotes Code of Ordinances:

> ***Section 42-31, (e) (25) (e), unflooded vehicular access must be available to the development from a public street.***

and

> ***Section 42-32, (2) Habitable structures are prohibited within the regulatory floodplain. Provide a variance request application from this ordinance.***

The Baxtershire Flood Study report has been updated based on comments received. Please feel free to contact us with any questions, comments or concerns regarding our updated report.

Sincerely,
Intrepid Surveying & Engineering
TBPLS Firm #10193936, TBPE Firm #16550

Russell J. Jaskinia, PE, CFM
Civil Engineer

Attachment B

Property Identification #: 236865

Geo ID:	04467-011-0150
Situs Address:	11321 BAXTERSHIRE HELOTES, TX 78023
Property Type:	Real
State Code:	C1

Property Information: 2021

Legal Description:	CB 4467A BLK 11 LOT 15
Abstract:	A04467
Neighborhood:	BEVERLY HILLS (NS)
Appraised Value:	N/A
Jurisdictions:	56, 08, 10, 06, 11, 42, 09, CAD

Owner Identification #: 3017902

Name:	CURB DAVID L & MICHELLE D
Exemptions:	
DBA:	Null

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.

LNV
an Ardurra Company

March 5, 2021

Ms. Belenda Parker
Development Services Specialist
City of Helotes
P.O. Box 507
Helotes, TX 78023

Re: 11321 Baxtershire, Helotes
Floodplain Permit Application
Approval Letter

Dear Ms. Parker,

The floodplain permit application for 11321 Baxtershire submitted by Intrepid has been reviewed and determined that the proposed development does not meet the following requirements outlined in the Helotes Code of Ordinance:

- Section 42-32, (2) Habitable structures are prohibited within the regulatory floodplain.
- Section 42-31, (e) (25) (e), Unflooded vehicular access must be available to the development from a public street.

However, Intrepid has requested the variance to these ordinances based on,

1) The flood study conducted by Intrepid shows that the new house does not increase the 100-yr water surface elevations and a written No-Rise Official Statement was provided by Intrepid. See attached statement.
2) The Finished Floor Elevation (FFE) will be one foot above the Base Flood Elevation (BFE). See attached Elevation Certificate (EC).

Based on the information provided, the proposed residence (or applicant) at 11321 Baxtershire is eligible for the variance to the City of Helotes Code of Ordinances, Section 42-32 (2) and Section 42-31, (e) (25) (e), therefore, I recommend approval.

Please place the floodplain study 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

Byron Sanderfer

Byron Sanderfer, P.E., CFM
Regional Public Works Practice Director

8918 TESORO DRIVE | SUITE 401 | SAN ANTONIO, TEXAS 78217
OFFICE 210.822.2232 | FAX 210.822.40326 | WWW.LNVINC.COM

Attachment C

INTREPID
SURVEYING & ENGINEERING

January 8, 2021

City of Helotes
12951 Bandera Road
Helotes, Texas 78023

RE: Baxtershire Flood Study (11321 Bastershire, Helotes)

To Whom it May Concern:

We have received your comment letter in review of the Baxtershire Flood Study. The below is a formal statement to show compliance with the City of Helotes Code of Ordinances:

> ***Section 42-31 (a) No increase in the regulatory 100-year floodplain elevation will be permitted within the watershed as a result of development.***

The proposed improvements as shown in the Floodplain Workmap in the Baxtershire Flood Study report was modeled in with HEC-RAS 4.1.0. The modeling outputs when comparing the existing conditions and proposed conditions **show "No-Rise" in water surface elevation for the 100 year storm event for the proposed improvements**.

Please feel free to contact us with any questions, comments or concerns regarding our updated report.

Sincerely,
Intrepid Surveying & Engineering
TBPLS Firm #10193936, TBPE Firm #16550

1/8/21

Russell J. Jaskinia, PE, CFM
Civil Engineer

F-16550
STATE OF TEXAS
RUSSELL J. JASKINIA
116894
LICENSED
PROFESSIONAL ENGINEER

FEMA

NATIONAL FLOOD INSURANCE PROGRAM

ELEVATION CERTIFICATE

AND

INSTRUCTIONS

2015 EDITION

Attachment C

OMB No. 1660-0008
Expiration Date: November 30, 2018

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

ELEVATION CERTIFICATE AND INSTRUCTIONS

Paperwork Reduction Act Notice

Public reporting burden for this data collection is estimated to average 3.75 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20742, Paperwork Reduction Project (1660-0008). **NOTE: Do not send your completed form to this address.**

Privacy Act Statement

Authority: Title 44 CFR § 61.7 and 61.8.

Principal Purpose(s): This information is being collected for the primary purpose of estimating the risk premium rates necessary to provide flood insurance for new or substantially improved structures in designated Special Flood Hazard Areas.

Routine Use(s): The information on this form may be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/FEMA-003 – National Flood Insurance Program Files System or Records Notice 73 Fed. Reg. 77747 (December 19, 2008); DHS/FEMA/NFIP/LOMA-1 – National Flood Insurance Program (NFIP) Letter of Map Amendment (LOMA) System of Records Notice 71 Fed. Reg. 7990 (February 15, 2006); and upon written request, written consent, by agreement, or as required by law.

Disclosure: The disclosure of information on this form is voluntary; however, failure to provide the information requested may result in the inability to obtain flood insurance through the National Flood Insurance Program or the applicant may be subject to higher premium rates for flood insurance. Information will only be released as permitted by law.

Purpose of the Elevation Certificate

The Elevation Certificate is an important administrative tool of the National Flood Insurance Program (NFIP). It is to be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to determine the proper insurance premium rate, and to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

The Elevation Certificate is required in order to properly rate Post-FIRM buildings, which are buildings constructed after publication of the Flood Insurance Rate Map (FIRM), located in flood insurance Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, and AR/AO. The Elevation Certificate is not required for Pre-FIRM buildings unless the building is being rated under the optional Post-FIRM flood insurance rules.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt floodplain management regulations that specify minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the Federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA or LOMR-F request. Lowest floor and lowest adjacent grade elevations certified by a surveyor or engineer will be required if the certificate is used to support a LOMA or LOMR-F request. A LOMA or LOMR-F request must be submitted with either a completed FEMA MT-EZ or MT-1 package, whichever is appropriate.

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the Base Flood Elevation (BFE). A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

Additional guidance can be found in FEMA Publication 467-1, Floodplain Management Bulletin: Elevation Certificate, available on FEMA's website at https://www.fema.gov/media-library/assets/documents/3539?id=1727.

Attachment C

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB No. 1660-0008
Expiration Date: November 30, 2018

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1–9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION

	FOR INSURANCE COMPANY USE
A1. Building Owner's Name David and Michelle Curb	Policy Number:
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 11321 Baxtershire	Company NAIC Number:

City	State	ZIP Code
Helotes	Texas	78023

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)
Being Lot 15, Block 11, Beverly Hills Subdivision, Unit 2, Bexar County, Texas According to the Map or Plat recorded thereof in Volume 5870, Page 37 B.C.D.R. & B.C.P.R.

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Residential

A5. Latitude/Longitude: Lat. N29.54733206 Long. W98.71634853 Horizontal Datum: ☐ NAD 1927 ☒ NAD 1983

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number 1B

A8. For a building with a crawlspace or enclosure(s):

a) Square footage of crawlspace or enclosure(s) NA sq ft

b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade NA

c) Total net area of flood openings in A8.b NA sq in

d) Engineered flood openings? ☐ Yes ☒ No

A9. For a building with an attached garage:

a) Square footage of attached garage NA sq ft

b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade NA

c) Total net area of flood openings in A9.b NA sq in

d) Engineered flood openings? ☐ Yes ☒ No

SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number	B2. County Name	B3. State
Helotes, City of 481643	Bexar	Texas

B4. Map/Panel Number	B5. Suffix	B6. FIRM Index Date	B7. FIRM Panel Effective/ Revised Date	B8. Flood Zone(s)	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth)
48029C0251G	G	9/29/2010	9/29/2010	A	1001.0

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:
☐ FIS Profile ☐ FIRM ☐ Community Determined ☒ Other/Source: HEC-RAS Model Truncated (Culebra TribC)

B11. Indicate elevation datum used for BFE in Item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No

Designation Date: _____ ☐ CBRS ☐ OPA

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.

FOR INSURANCE COMPANY USE

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 11321 Baxtershire

Policy Number:

City: Helotes | State: TX | ZIP Code: 78023

Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: [X] Construction Drawings* [ ] Building Under Construction* [ ] Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: GPS TRIMBLE VRS NETWORK Vertical Datum: BASE STATION (SEE COMMENTS)

Indicate elevation datum used for the elevations in items a) through h) below.

[ ] NGVD 1929 [X] NAVD 1988 [ ] Other/Source:

Datum used for building elevations must be the same as that used for the BFE.

		Check the measurement used.	
a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	1002.0	[X] feet	[ ] meters
b) Top of the next higher floor	NA	[ ] feet	[ ] meters
c) Bottom of the lowest horizontal structural member (V Zones only)	NA	[ ] feet	[ ] meters
d) Attached garage (top of slab)	NA	[ ] feet	[ ] meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	1002.0	[X] feet	[ ] meters
f) Lowest adjacent (finished) grade next to building (LAG)	1001.5	[X] feet	[ ] meters
g) Highest adjacent (finished) grade next to building (HAG)	1001.5	[X] feet	[ ] meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	TBD	[X] feet	[ ] meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. *I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.*

Were latitude and longitude in Section A provided by a licensed land surveyor? [X] Yes [ ] No [ ] Check here if attachments.

Certifier's Name: Russell J. Jaskinia P.E. C.F.M. | License Number: 116894

Title: Civil Engineer

Company Name: Intrepid Surveying and Engineering

Address: 1004 C Street

City: Floresville | State: TX | ZIP Code: 78114

F–16550
STATE OF TEXAS
RUSSELL J. JASKINIA
116894
LICENSED
PROFESSIONAL ENGINEER

Signature: Russell J. Jaskinia | Date: 2/4/2021 | Telephone: 830-393-8833 | Ext.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)

This elevation certificate is for a proposed house on slab and will need updating upon final building placement. The finished floor of the bottom floor of the house is recommended to be at a minimum elevation of 1002.0 ft, which is 1 ft above the BFE of 1001.0 ft at the high side of the proposed home location on the property.

Engineers Note: Proposed elevations are recommended minimum and owner should elevate higher if possible. The elevation of the lowest machinery to service the building is recommended to be at a minimum elevation of 1002.0 ft.

Survey Note: Initial field work GPS Base Station: PRS86993812049, N: 13842071.462, E: 2050114.846, Elev: 1511.246.

Builder should obtain a surveyed benchmark for elevation verification, before work begins on building placement.

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 11321 Baxtershire			Policy Number:
City Helotes	State TX	ZIP Code 78023	Company NAIC Number

SECTION E – BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zones AO and A (without BFE), complete Items E1–E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B,and C. For Items E1–E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.

E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).

a) Top of bottom floor (including basement, crawlspace, or enclosure) is TBD ☒ feet ☐ meters ☒ above or ☐ below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is TBD ☒ feet ☐ meters ☒ above or ☐ below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (elevation C2.b in the diagrams) of the building is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E3. Attached garage (top of slab) is TBD ☒ feet ☐ meters ☒ above or ☐ below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is TBD ☒ feet ☐ meters ☒ above or ☐ below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? ☐ Yes ☒ No ☐ Unknown. The local official must certify this information in Section G.

SECTION F – PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.

Property Owner or Owner's Authorized Representative's Name			
Address	City	State	ZIP Code
Signature	Date	Telephone	

Comments

☐ Check here if attachments.

Attachment C

OMB No. 1660-0008
Expiration Date: November 30, 2018

ELEVATION CERTIFICATE

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 11321 Baxtershire			Policy Number:
City Helotes	State TX	ZIP Code 78023	Company NAIC Number

SECTION G – COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters.

G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)

G2. ☐ A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

G3. ☐ The following information (Items G4–G10) is provided for community floodplain management purposes.

G4. Permit Number	G5. Date Permit Issued	G6. Date Certificate of Compliance/Occupancy Issued

G7. This permit has been issued for: ☐ New Construction ☐ Substantial Improvement

G8. Elevation of as-built lowest floor (including basement) of the building: _____ ☐ feet ☐ meters Datum _____

G9. BFE or (in Zone AO) depth of flooding at the building site: _____ ☐ feet ☐ meters Datum _____

G10. Community's design flood elevation: _____ ☐ feet ☐ meters Datum _____

Local Official's Name	Title
Community Name	Telephone
Signature	Date

Comments (including type of equipment and location, per C2(e), if applicable)

☐ Check here if attachments.

Attachment C

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS

See Instructions for Item A6.

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 11321 Baxtershire			Policy Number:
City Helotes	State TX	ZIP Code 78023	Company NAIC Number

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below according to the instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.

Photo One

Photo One

Photo One Caption

Clear Photo One

Photo Two

Photo Two

Photo Two Caption

Clear Photo Two

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS

Continuation Page

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 11321 Baxtershire			Policy Number:
City Helotes	State TX	ZIP Code 78023	Company NAIC Number

If submitting more photographs than will fit on the preceding page, affix the additional photographs below. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8.

Photo Three

Photo Three

Photo Three Caption

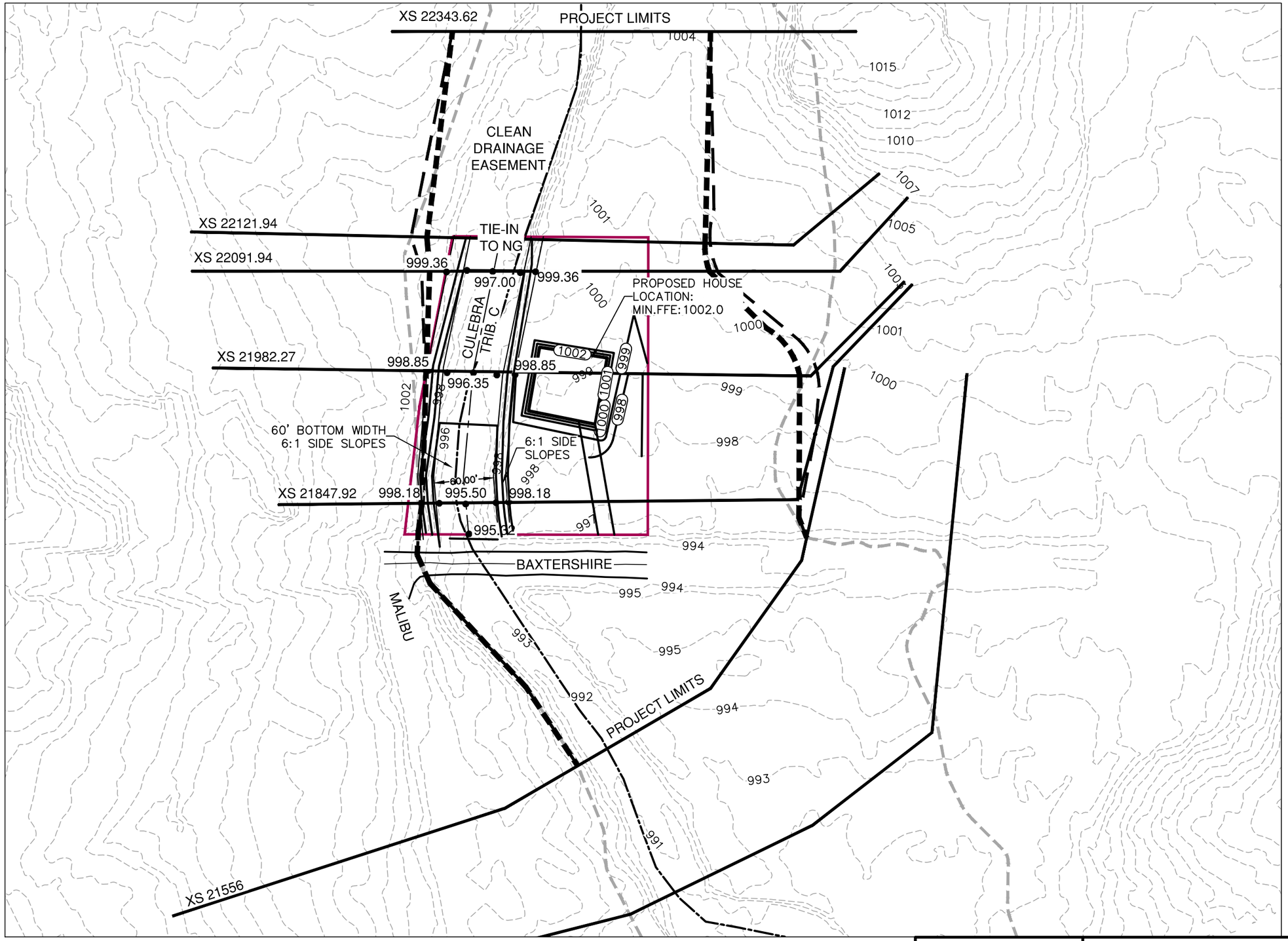
Clear Photo Three

Photo Four

Photo Four

Photo Four Caption

Clear Photo Four



LEGEND:

- CROSS SECTION
- 100YR FEMA FLOODPLAIN
- 100YR FLOODPLAIN–CORRECTED EFFECTIVE
- 100YR FLOODPLAIN–PROPOSED
- STREAM CENTER LINE
- MAJOR 5' CONTOUR LINE
- MINOR 1' CONTOUR LINE

FILE: 2020\ENGINEERING\BEXAR\20-0917 BAXTERSHIRE FLOOD STUDY

INTREPID
SURVEYING & ENGINEERING
P.O. Box 519 • 1004 C Street
Floresville, TX 78114
O. 830.393.8833 • F. 830.393.3388
WWW.INTREPIDTX.COM
TBPLS #10193936 • TBPE #16550

0' 100' 200' 300'

SCALE 1"=100'

NOTE:
1. THIS EXHIBIT IS NOT A BOUNDARY SURVEY.

REFERENCE: 20-0917	
ADDRESS: 911 BAXTERSHIRE	
LEGAL DESCRIPTION: LOT 15, BLOCK 11 BEVERLY HILLS SUBDIVISION, UNIT-2	
JOB NO. 20-0335	
DRAWN BY: RJJ	

HEC-RAS Locations: User Defined Profile: 100 Year

River	Reach	River Sta	Profile	Plan	Q Total	Min Ch El	W.S. Elev	Crit W.S.	E.G. Elev	E.G. Slope	Vel Chnl	Flow Area	Top Width	Froude # Chl
					(cfs)	(ft)	(ft)	(ft)	(ft)	(ft/ft)	(ft/s)	(sq ft)	(ft)	
Culebra Trib C	1	22343.61	100 Year	PROPOSED	1830.20	1000.97	1004.72		1005.13	0.014403	5.32	442.99	259.21	0.51
Culebra Trib C	1	22343.61	100 Year	EXISTING	1830.20	1000.97	1004.72		1005.11	0.023939	5.21	443.23	259.25	0.50
Culebra Trib C	1	22121.94	100 Year	PROPOSED	1830.20	997.00	1001.09	1000.20	1001.63	0.017362	5.94	346.42	279.98	0.60
Culebra Trib C	1	22121.94	100 Year	EXISTING	1830.20	997.00	1001.47		1001.85	0.005568	5.13	454.57	303.88	0.48
Culebra Trib C	1	22091.94	100 Year	PROPOSED	1830.20	997.00	1000.74		1001.25	0.007701	5.83	366.55	252.03	0.56
Culebra Trib C	1	22091.94	100 Year	EXISTING	1830.20	997.00	1000.99	1000.56	1001.62	0.009376	6.69	373.12	286.98	0.62
Culebra Trib C	1	21982.27	100 Year	PROPOSED	1830.20	996.35	999.49	999.27	1000.15	0.013707	6.80	326.17	279.22	0.72
Culebra Trib C	1	21982.27	100 Year	EXISTING	1830.20	995.30	999.92	999.92	1000.49	0.011253	7.35	480.62	407.53	0.68
Culebra Trib C	1	21847.92	100 Year	PROPOSED	1830.20	995.50	998.40		998.61	0.007604	4.67	635.33	448.97	0.53
Culebra Trib C	1	21847.92	100 Year	EXISTING	1830.20	994.99	998.45	998.20	998.75	0.008744	5.82	617.82	447.72	0.59
Culebra Trib C	1	21556	100 Year	PROPOSED	1830.20	990.19	995.84	995.09	996.49	0.009828	8.11	487.87	340.13	0.67
Culebra Trib C	1	21556	100 Year	EXISTING	1830.20	990.19	995.84	995.09	996.49	0.009828	8.11	487.87	340.13	0.67

Attachment C

NOTES TO USERS

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. The **community map repository** should be consulted for possible updated or additional flood hazard information.

To obtain more detailed information in areas where **Base Flood Elevations** (BFEs) and/or **floodways** have been determined, users are encouraged to consult the Flood Profiles and Floodway Data and/or Summary of Stillwater Elevations tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS report should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

The **projection** used in the preparation of this map was Texas State Plane South Central Zone (FIPS zone 4204). The **horizontal datum** was NAD 83, GRS 80 spheroid. Differences in datum, spheroid, projection or State Plane zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of this FIRM.

Flood elevations on this map are referenced to the North American Vertical Datum of 1988. These flood elevations must be compared to structure and ground elevations referenced to the same **vertical datum**. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at http://www.ngs.noaa.gov or contact the National Geodetic Survey at the following address:

NGS Information Services
NOAA, NGS12
Nation Geodetic Survey
SSMC-3, #9202
Silver Spring, Maryland 20910-3282
(301) 713-3242

To obtain current elevation, description, and/or location information about the **bench marks** shown on this map, please contact the Information Services Branch of the National Geodetic Survey at **(301) 713-3242**, or visit their website at http://www.ngs.noaa.gov/.

Base map information shown on this FIRM was provided for Bexar County by Petroleum Place Energy Solutions, L.P. The vector data was derived from Aerial Photography, dated 2006 and captured at a resolution of 1:800.

This map reflects more detailed up-to-date **stream channel configurations** than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study report (which contains authoritative hydraulic data) may reflect stream channel distances that differ from what is shown on this map.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels; community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

Contact the **FEMA Map Service Center** at 1-800-358-9616 for information on available products associated with this FIRM. Available products may include previously issued Letters of Map Change, a Flood Insurance Study report, and/or digital versions of this map. The FEMA Map Service Center may also be reached by Fax at 1-800-358-9620 and their website at http://msc.fema.gov .

If you have **questions about this map** or questions concerning the National Flood Insurance Program in general, please call **1- 877- FEMA MAP** (1-877-336-2627) or visit the FEMA website at http:// www.fema.gov/business/nfip.

LEGEND

SPECIAL FLOOD HAZARD AREAS (SFHAs) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD

The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V, and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

ZONE A	No Base Flood Elevations determined.
ZONE AE	Base Flood Elevations determined.
ZONE AH	Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
ZONE AO	Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
ZONE AR	Special Flood Hazard Areas formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
ZONE A99	Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
ZONE V	Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
ZONE VE	Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE

The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS

ZONE X	Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
ZONE X (Future Base Flood)	Areas of 1% annual chance flood based on future conditions hydrology. No Base Flood Elevations determined.

OTHER AREAS

ZONE X	Areas determined to be outside the 0.2% annual chance floodplain.
ZONE D	Areas in which flood hazards are undetermined, but possible.

COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS

OTHERWISE PROTECTED AREAS (OPAs)

CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.

	Floodplain Boundary
	Floodway boundary
	Zone D boundary
	CBRS and OPA boundary
	Boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or flood velocities.
513	Base Flood Elevation line and value; elevation in feet*
(EL 987)	Base Flood Elevation value where uniform within zone; elevation in feet*

*Referenced to the North American Vertical Datum of 1988

A — A	Cross section line
23 - - - - 23	Transect line
45° 02' 08", 93° 02' 12"	Geographic coordinates referenced to the North American Datum of 1983 (NAD 83) Western Hemisphere
4989000FT	5000-foot grid ticks: Texas State Plane coordinate system, south central zone (FIPS Zone 4204), Transverse Mercator
3299000m N	1000-meter Universal Transverse Mercator grid values, Zone 14
DX5510 ×	Bench mark (see explanation in Notes to Users section of this FIRM panel)
• M1.5	River Mile

MAP REPOSITORIES
REFER TO LISTING OF MAP REPOSITORIES ON MAP INDEX

EFFECTIVE DATE OF COUNTYWIDE
FLOOD INSURANCE RATE MAP
FEBRUARY 16, 1996

EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL

JANUARY 4, 2002 - to change Base Flood Elevations and Special Flood Hazard Areas; to add Base Flood Elevations, Special Flood Hazard Areas, updated roads and road names; and to incorporate previously issued Letters of Map Revision.

September 29, 2010 - to change the Base Flood Elevations; Special Flood Hazard Areas, floodway and zone designations; to add Base Flood Elevations, Special Flood Hazard Areas, roads and road names; to reflect updated topographic information; to incorporate previously issued Letters of Map Revision and to update corporate limits.

For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.

To determine if flood insurance is available in this community contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

MAP SCALE 1" = 1000'

500 0 1000 2000 FEET

300 0 300 600 METERS

NFIP

NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0215G

FIRM

FLOOD INSURANCE RATE MAP

BEXAR COUNTY, TEXAS AND INCORPORATED AREAS

PANEL 215 OF 785

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
BEXAR COUNTY	480035	0215	G
HELOTES, CITY OF	481643	0215	G
SAN ANTONIO, CITY OF	480045	0215	G

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

MAP NUMBER
48029C0215G

MAP REVISED
SEPTEMBER 29, 2010

Federal Emergency Management Agency

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

AGENDA PLACEMENT:

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

CAPTION:

Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 30 *Elections*, Section 30-2 *Electioneering at Polling Location* by incorporating more accurate regulations for electioneering on city owned and city controlled property. (Staff)

EXECUTIVE SUMMARY:

Helotes City Hall generally serves as a polling site for the May election only, however, Bexar County Elections Department has been requesting to utilize City Hall on a more frequent basis. Most recently, City Hall was an election day site for the primary runoff election in July 2020 and an early voting and election date site for the presidential election in November 2020. The increased use of City Hall as a polling place has caused a surge in electioneering activities, some of which are not addressed in the existing city ordinance.

The existing city ordinance was approved in August 2014 and has not been updated since its original adoption. The City Attorney has reviewed the amendments for legal compliance. In short, the proposed amendments:

- Provide clearer regulations that will aid Staff, specifically Code Compliance, in maintaining safety and order on city owned and city controlled property, when Helotes City Hall is used as a polling site; and

- Incorporates subparagraph (d)(2) *Prohibited activities and conduct*, which contains right of way provisions for Old F.M. 1560 and Municipal Way.

ATTACHMENTS:

Attachment A – Ordinance (red font denotes revisions)

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: February 24, 2021

Attachment A

ORDINANCE NO. 21-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS AMENDING MUNICIPAL CODE OF ORDINANCES CHAPTER 30 *ELECTIONS,* SECTION 30-2 *ELECTIONEERING AT POLLING LOCATIONS* BY INCORPORATING MORE ACCURATE REGULATIONS FOR ELECTIONEERING ON CITY OWNED AND CITY CONTROLLED PROPERTY; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE PROVISIONS OF THIS ORDINANCE; INCORPORATING RECITALS; PROVIDING FOR SEVERABILITY; REPEALING ANY OTHER CODE PROVISIONS, ORDINANCES, OR PARTS OF ORDINANCES, AND OTHER PROVISIONS IN CONFLICT HEREWITH; AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Helotes, Texas has determined that the ordinance amendments herein are made in the best interest of the safety and general welfare of the citizens of the City of Helotes.

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

SECTION ONE. AMENDMENT Municipal Code of Ordinance Chapter 30 *Elections, Section 30-2 Electioneering at polling locations* is hereby amended and shall read as follows:

"Chapter 30 *Elections*

Sec. 30-2. *Electioneering at polling locations*

(a) *Purpose.* The purpose of this section is to provide reasonable regulations for electioneering on city-owned or controlled public property when such property is used as an election polling place. The regulations contained herein are to mitigate against any safety concerns, prevent damage to public property, and ensure that the property is sufficiently available for its patrons who use the facilities other than for election purposes.

(b) *Definitions.* The words and phrases as used in this section shall have the meanings as set forth in this section:

Electioneering shall mean the posting, use, or distribution of political signs or literature.

Prohibited area shall mean the area within which ~~V.T.C.A.,~~ Election Code §§ 61.03 (a) and 85.036(a) prohibits electioneering during the time an early voting or voting place is open for the conduct of early voting or voting.

~~*Public*~~ *City property* shall mean property owned or controlled by ~~a public entity~~the City.

Voting period shall mean the period each day beginning the hour the polls are open for voting and ending when the polls close or the last voter has voted, whichever is later on election day and early voting days. The period for a runoff election shall be considered to be a separate voting period.

(c) *Political signs at polling locations.*

(1) *Size.*

a. The size of the on-premises sign shall not exceed 18 inches by 24 inches in size, may be two-dimensional only, and shall have a non-reflective surface.

b. The size of signs attached to the sides of vehicles on City property shall not exceed 18 inches by 24 inches in size and shall have a non-reflective surface.

(2) *Number.* A maximum of six political signs for each candidate or candidacy group, proposition/measure group, or political party may be placed in the designated area outside of the prohibited area of the public property during the voting period. Additionally, four political signs for each candidate or candidacy group, proposition/measure group, or political party may be placed in or on each assigned electioneering space, as has been reserved and designated by the city secretary's office.

(3) *Location.*

a. Signs must be placed within the designated area or designated electioneering area, as appropriately marked with election distance markers, of the polling place building's premises which is outside the prohibited area and must be self-supporting and placed into the ground by no more than two stakes.

b. Any sign determined to be in a location that causes an immediate hazard to public safety may be immediately removed by the city.

c. Prohibited locations. No sign shall be posted or otherwise affixed, attached, placed or otherwise affixed or erected in any area designated as a planting or landscaped area or to any tree, shrub, building, pole, or other improvement on public property used as a polling location.

d. Political signs on private property shall be regulated, pursuant to Chapter 66 *Signs*, Section 66-47 *Political Signs* and Section 259.003 of the Texas Election Code.

(4) *Design.* Signs shall be maintained in a well-kept manner and shall have a professional appearance.

(5) *Lighting.* None.

(6) *Duration.* Signs may be displayed at polling places from 24 hours prior to the opening of the polls for an election until 24 hours after the closing of the polls for the same election. Thereafter, all such signs shall be promptly removed.

(7) *Permit fee.* No sign permit is required for political signs.

DRAFT

(d) *Electioneering at the polling location.*

(1) Each candidate or candidacy group, proposition/measure group, or political party ~~may~~ desiring to electioneer ~~may~~ shall request an electioneering space ~~during the~~ prior to the start of the early voting period.

a. The request must be made in writing to the city secretary on a prescribed form.

b. The city secretary shall assign an electioneering space not to exceed ~~ten feet by ten feet~~ the length and width of one (1) parking space to each candidate or group making such request on a first come, first serve basis and as space permits.

c. Only one space shall be assigned to each candidate or group.

d. Each candidate/group may set-up their assigned electioneering space after 5:00 pm on the day before the polls open for early voting and on election day.

e. Electioneering spaces ~~may~~ shall not be set-up in areas not designated as an electioneering space. If the voting period is already underway and there are still available spaces, the candidate/group will be provided the prescribed form to request a space in writing. If there are no available electioneering spaces, the candidate/group will have to select an alternate polling location.

(2) *Prohibited activities and conduct.*

a. It shall be ~~unlawful~~ prohibited to electioneer on ~~public~~ City property ~~that~~ when it is used as a polling place other than during the voting period.

b. It shall be ~~unlawful~~prohibited for health and safety reasons to electioneer on driveways, parking areas, paved/unpaved medians within parking areas, and sidewalks on the premises of a polling location. This restriction shall not apply to the electioneering space designated to the candidate/group by the city secretary's office or to electioneering signs that are attached to the sides of vehicles that are lawfully parked at the premises of a polling location.

c. It shall be unlawful to use of a sound amplification device or a vehicle with a loudspeaker for the purpose of making a political speech or to electioneer for or against any candidate/candidacy group, proposition/measure, or political party during the voting period and within 1,000 feet of a building in which a polling place is located.

d. It shall be unlawful to loiter during the voting period and within 100 feet of an outside door through which a voter may enter or exit the building in which a polling place is located. For the purpose of this subparagraph, a person is deemed to be loitering if the person lingers, walks around aimlessly, moves in a slow or idle manner, or makes purposeless stops. Contact with voters or potential voters shall only be initiated within a candidates/groups electioneering space.

e. Signs mounted in any way to the roof, hood, truck or in a truck bed are prohibited when a vehicle is parked in the right of way of Old F.M. 1560, Municipal Way, or on the grounds of the Municipal Complex.

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(3) *Penalty.*

The ~~electioneering spaces~~ provisions of subsection (d) shall be ~~regulated~~ administered by the city secretary's office and enforced by code compliance or a law enforcement official. A person who violates any of these provisions commits a Class C misdemeanor offense.

~~(e) Political signs on private property shall be regulated, pursuant to Chapter 66 *Signs*, Section 66-47 *Political Signs*.~~"

SECTION TWO. AUTHORIZATION. The City Council of the City of Helotes authorizes the City Administrator to take all necessary steps to implement the provisions of this Ordinance.

SECTION THREE. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

SECTION FOUR. REPEALER. All other Code provisions, ordinances or parts of ordinances, and other provisions in conflict herewith are repealed to the extent of said conflict.

SECTION FIVE. FINDINGS. The City Council finds all of the above recitals to be true and correct and incorporates the same in this Ordinance as findings of fact.

SECTION SIX. EFFECTIVE DATE. This Ordinance shall be effective immediately upon its approval by City Council.

PASSED AND APPROVED this 11th day of March, 2021.

CITY OF HELOTES, TEXAS:

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

DRAFT

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: March 11, 2021

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 approving Amendment No. 1 to the Agreement for Management Services between the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for Fiscal Year Ending (FYE) 2021. (Staff)

EXECUTIVE SUMMARY:

On January 27, 2021, the EDC held a FYE 2021 Strategic Work Plan work session, where Staff presented the benefits of having the City's Public Relations Specialist provide digital management support to the EDC. The Public Relations Specialist would manage the EDC's website and social media accounts. This would allow for the EDC website to be updated in-house and in a timely manner. EDC social media accounts would be utilized on a daily basis to support current businesses and promote the #shophelotes brand. These additional support services will be incorporated into the Public Relations Specialist job description and compensation for said services will be integrated in the current salary, and reimbursed by EDC through the Agreement for Management Services.

On March 3, 2021 the EDC approved Amendment No. 1 to the Agreement. The amendment changes the annual management services sum paid by the EDC, to the City, from $30,000.00 to $36,000.00.

ATTACHMENTS:

Attachment A – Resolution and amended Agreement (red font denotes Agreement revisions)

PREPARED BY: Marian V. Mendoza, City Administrator

DATE SUBMITTED: March 4, 2021

RESOLUTION NO. 21-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS APPROVING AMENDMENT NO. 1 TO THE AGREEMENT FOR MANAGEMENT SERVICES BETWEEN THE CITY OF HELOTES AND THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR ENDING (FYE) 2021; AUTHORIZING THE CITY ADMINISTRATOR TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE PROVISIONS OF THIS RESOLUTION; INCORPORATING RECITALS; PROVIDING FOR SEVERABILITY; REPEALING ANY OTHER RESOLUTIONS AND OTHER PROVISIONS IN CONFLICT HEREWIT; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City of Helotes, Texas (hereinafter referred to as the "City") authorized the creation of the City of Helotes Economic Development Corporation (hereinafter referred to as the "EDC") pursuant to the provisions of Texas Revised Civil Statutes Annotated Article 5190.6, as amended (the "Act"); and

WHEREAS, the City applauds the mission of the EDC to promote, encourage, and enhance the creation of jobs and the expansion of the local sales and property tax base through economic development projects that assist in the retention and expansion of existing employers and which attract new employers and aid in their development, growth, and investment of human and capital resources within the City; and

WHEREAS, on September 24, 2020 the City entered into an Agreement for the provision of certain administrative services to be performed by the City; and

WHEREAS, the City desires to amend the Agreement to include digital management support that will be performed by the City and will increase the annual management services sum paid by the Corporation to the City.

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

Section One. ***Approval.*** The amended Agreement, attached hereto as Exhibit A, is hereby approved for the period of October 1, 2020 thru September 30, 2021.

Section Two. ***Authorization.*** The City Administrator is hereby authorized to take all necessary steps to implement the provisions of this Resolution.

Section Three. ***Recitals.*** The City Council finds all of the above recitals to be true and correct and incorporates the same in this Resolution as findings of fact.

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Section Four. ***Severability.*** If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The City Council hereby declares that it would have passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

Section Five. ***Repealer.*** Resolution No. 20-017 and any other provisions in conflict with this Resolution are hereby repealed.

Section Six. ***Effective Date.*** This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this 11th day of March, 2021.

CITY OF HELOTES, TEXAS:

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

DRAFT

Attachment A
Exhibit A

AMENDMENT NO. 1 TO THE AGREEMENT FOR MANAGEMENT SERVICES BETWEEN THE CITY OF HELOTES AND THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION

THIS AMENDED AGREEMENT, approved on the 11th day of March, 2021, by and between the City of Helotes (the "City"), acting by and through its Mayor and the City of Helotes Economic Development Corporation (the "EDC"), acting by and through its Executive Director, is as follows:

WITNESSETH:

I

That the City agrees to provide management, administrative, and financial services to the EDC according to the terms of this Agreement. For purposes of this Agreement, the Executive Director shall serve as the designated employee described in Section 3.6 of the EDC Bylaws who shall oversee EDC Staff and its completion of the following activities:

a) Development of an annual Economic Development Plan, as required by Section 4.1 of the EDC Bylaws. The Economic Development Plan shall be reviewed and approved by the EDC Board of Directors and the City Council.

b) Reviewing projects and materials and advising the EDC Board of Directors of the tasks and responsibilities of the EDC and its Board of Directors, pursuant to law and the EDC Articles of Incorporation and Bylaws, to ensure that the EDC carries out its duties and requirements imposed on it by law and the EDC Articles of Incorporation and Bylaws.

c) Preparing all reports and keeping all books and records required by the EDC Articles of Incorporation and Bylaws, unless otherwise stipulated within the EDC Articles of Incorporation and Bylaws.

d) Administering and monitoring, on the Board of Directors' behalf, all agreements authorized by Article 4 *Functional Corporate Duties and Requirements* of the EDC Bylaws, and monitoring the progress of and reporting to the EDC and the City Council concerning economic development programs the EDC has expended sales tax monies on, as permitted by the provisions of Texas Revised Civil Statutes Annotated, Article 5190.6, as amended (the "Act"), unless otherwise stipulated within the EDC Articles of Incorporation and Bylaws.

e) Preparing a budget for the forthcoming year for review and approval by the EDC Board of Directors and the City Council. The budget shall be prepared in accordance with Article 4 *Functional Corporate Duties and Requirements* of the EDC Bylaws.

f) Providing all necessary accounting and financial management services through the Finance Director and the City's Administrative Department. Services shall be provided in accordance with Article 4 *Functional Corporate Duties and Requirements* and Section 3.4 *Treasurer* of the EDC Bylaws.

DRAFT

g) EDC personnel shall be personnel of the EDC, not the City; however, EDC personnel shall be subject to the City's Personnel Policies and Procedures Manual, except where said Policies and Procedures conflict with the authority conferred by the EDC Articles of Incorporation and Bylaws onto the Executive Director. EDC personnel salaries and benefits shall be paid by the EDC through accounting and financial management services provided by the Finance Director and the City's Administrative Department.

h) Ensuring that the appropriate insurance coverages indemnifying the EDC, EDC Board of Directors and Officers and Officials, EDC personnel, City Officials and Officers, and City personnel, individually and in their capacity as Officers, Officials, Directors and staff, are current and fully paid. These coverages shall be for, at a minimum, $1 million per claim, and the cost of said coverages shall be at the Corporation's expense.

II

The EDC reserves the right to hire an attorney of its own or utilize the City Attorney at its own expense. Such legal services shall include representation in litigation, legal proceedings, review of documents, contracts, and other legal instruments as to form and legality.

III

The EDC shall pay a fixed fee for management services provided the EDC by the City, pursuant to this Agreement.

Subject to the City establishing this Agreement with the EDC for management services, the EDC shall pay to the City for management services included within this Agreement the amended annual sum of ~~$30,000.00~~ $36,000.00.

In the event of the termination of this Agreement, the EDC will be responsible for paying the City only the portion of the cost allocated to periods prior to the effective date of the termination of the Agreement and any and all continuing costs incurred by the City after Agreement termination associated with City oversight of the EDC, as prescribed by the EDC Articles of Incorporation and Bylaws.

IV

Nothing in this Agreement shall be construed to divest the EDC Board of Directors of its discretion and policy making functions. As provided by the Act, all of the EDC's "programs and expenditures" must be approved by the City Council.

In accordance with the EDC Articles of Incorporation and Bylaws, the appropriate individuals are hereby given the authority to execute checks in conformity with its rules governing bank signatories, withdrawals, and transfer of funds, provided these funds have been authorized by the EDC and the City and comply with the provisions of the Act. It is understood and agreed that the requirement that City officials and personnel sign checks drawn on the EDC's account(s) is administrative only to assure against misappropriation and improper use of funds, except that the EDC has to obtain prior approval of the City Council before authorizing

DRAFT

disbursement of funds. Authorization of expenditures by the EDC Board of Directors shall be deemed binding upon City signatories, unless otherwise restrained by judicial order.

V

Subject to early termination, as provided in Article VI below, this Agreement shall be in effect for a period of one year, October 1, 2020 thru September 30, 2021, unless otherwise renewed or extended at the discretion of both parties.

VI

TERMINATION

a) This Agreement may be terminated by the City or EDC, in whole, or from time to time, in part, upon thirty (30) days notice from the terminating party to the other party; however, any and all continuing costs incurred by the City after Agreement termination associated with City oversight of the EDC, as prescribed by the EDC Articles of Incorporation and Bylaws, shall continue to be compensable by the EDC to the City. Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the Agreement shall be terminated thirty (30) days after receipt by the notified party.

b) After receipt of a Notice of Termination the City and the EDC shall:

i. Stop work on the date, as specified, in the thirty (30) day Notice of Termination to the extent possible.

ii. Place no further orders or subcontracts, except as may be necessary for the completion of work not terminated.

iii. Subject to Texas law, terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.

iv. The EDC shall pay all lawfully incurred expenses incurred through the date of termination.

VII

OFFICIALS NOT TO BENEFIT

No public official of the EDC Board of Directors and/or the City Council who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project or program hereunder, shall participate in any decision relating to the Agreement which affects his/her personal interest, nor shall he/she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

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VIII

It is expressly understood that the City and the EDC each retain the right to pursue other avenues for economic development, when it is determined to be in the best interest of the City or the EDC to do so, and this Agreement shall not limit either the City's right or the EDC's right to pursue such interests.

IX

This amended Agreement shall take effect on March 11, 2021 for the period of October 1, 2020 thru September 30, 2021 and is subject to amendment and extension at such time.

IN WITNESS WHEREOF, the parties have executed this Agreement in the year and on the day indicated.

CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION

_____
Marian V. Mendoza, Executive Director

ATTEST:

_____
Glenn Goolsby, Asst. Executive Director

CITY OF HELOTES

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

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