

Andrew Mitcham, Mayor  
Drew Wasson, Council Position No. 1  
Greg Holden, Council Position No. 2  
Bobby Warren, Council Position No. 3  
James Singleton, Council Position No. 4  
Gary Wubbenhorst, Council Position No. 5



Austin Bless, City Manager  
Lorri Coody, City Secretary  
Scott Bounds, City Attorney

## Jersey Village City Council - Regular Meeting Agenda

Notice is hereby given of a Regular Meeting of the City Council of the City of Jersey Village to be held on Monday, January 20, 2020, at 7:00 p.m. at the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

### **A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

### **B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer by: Jeremy E. Ray American Legion Post 324 Chaplain.
2. Pledge by: Stefanie Otto, Commander, Jeremy E. Ray American Legion Post 324.

### **C. PRESENTATIONS**

1. Presentation of Police Department Employee of the Fourth Quarter and the 2019 Employee of the Year Award – by Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post 324. *Andrew Mitcham, Mayor*
2. Presentation of Employee of the Month. *Austin Bless, City Manager*

### **D. CITIZENS' COMMENTS**

Any person who desires to address City Council regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and City Council Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the City Council.

### **E. CITY MANAGER'S REPORT**

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – November 2019, General Fund Budget Projections as of December 2019, Utility Fund Budget Projections – December 2019, and Quarterly Investment Report – December 2019.
2. Open Records Requests – Non-Police
3. Fire Departmental Report and Communication Division's Monthly Report
4. Police Activity Report, Warrant Report, Investigations/Calls for Service Report, Staffing/Recruitment Report, and Police Open Records Requests
5. Municipal Court Collection Report, Municipal Court Activity Report, Municipal Court Courtroom Activity Report, Speeding and Stop Sign Citations within Residential Areas Report, and Court Proceeds Comparison Report
6. Public Works Departmental Summary and Public Works Departmental Status Report

7. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary; Golf Course Social Media Summary Report, and Parks and Recreation Departmental Report
8. Report from Code Enforcement
9. City Social Media Summary Report

#### **F. CONSENT AGENDA**

The following items are considered routine in nature by the City Council and will be enacted with one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

1. Consider approval of the Minutes for the Regular Session Meeting held on December 16, 2019. *Lorri Coody, City Secretary*
2. Consider Ordinance No. 2020-01, ordering a general election to be held on May 02, 2020, for the purpose of electing three (3) councilmembers (Place 1, Place 4, and Place 5); providing for ballots; designating the time and place of holding such election; providing appointment of election officials and their compensation; providing for notices; providing for publication; providing for a runoff election if required; providing a severability clause; providing an effective date. *Lorri Coody, City Secretary*
3. Consider Resolution No. 2020-01, designating the Fire Chief as Acting City Manager during temporary absences or disabilities of the City Manager. *Austin Bleess, City Manager*
4. Consider Resolution No. 2020-02, appointing an Emergency Management Coordinator and an Assistant Emergency Management Coordinator for the City of Jersey Village. *Mark Bitz, Fire Chief*
5. Consider Resolution No. 2020-03, consenting to and approving the appointment of Christopher G. Canonico as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective January 31, 2020 for the unexpired term that will end on January 31, 2022. *Lorri Coody, City Secretary*
6. Consider Resolution No. 2020-04, rescheduling the Monday, May 18, 2020, Regular City Council Meeting for Monday, May 11, 2020 at 7 PM and rescheduling the Monday, October 19, 2020, Regular City Council Meeting for Monday, October 12, 2020 at 7 PM. *Lorri Coody, City Secretary*
7. Receive the progress report from the Owners of the property located at 16884 NW FWY, Jersey Village, Texas concerning the progress on the performance of the permitted work required under Ordinance 2019-11, which found the structures on the Property to be substandard and a public nuisance; ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days; authorized the repair or demolition of the structures on the Property if the owners fail to abate the substandard and dangerous structures; authorized a lien against the Property for the costs of repair or demolition; and made other findings and provisions related thereto. *Christian Somers, Building Official*

#### **G. REGULAR SESSION**

1. Consider Resolution No. 2020-05, receiving and approving the Fiscal Year 2019 Annual Report for Tax Increment Reinvestment Zone Number 2. *Austin Bless, City Manager*
2. Consider Resolution No. 2020-06, authorizing the City to apply for a grant from the Assistance to Fire Grant Program. *Mark Bitz, Fire Chief*
3. Consider Resolution No. 2020-07, authorizing the City Manager to negotiate an agreement with Burditt Land | Place to compose a new Parks Master Plan for the Jersey Village Parks and Recreation Department. *Jason Alfaro, Director of Parks and Recreation*
4. Consider Ordinance No. 2020-02, adopting a fourteen-day work period for full time law enforcement personnel; providing for a maximum work hour standard of 86 hours in a fourteen-day work period for such employees; providing a savings clause; and providing an effective date. *Kirk Riggs, Interim Chief of Police*
5. Consider Resolution No. 2020-08, authorizing the City Manager to enter into an agreement with Collaborate Special Projects LLC for the construction of a new City Hall. *Austin Bless, City Manager*
6. Discuss and take appropriate action concerning the appointment process for the Comprehensive Plan Update Committee (CPUC). *Bobby Warren, Council Member*

#### **H. MAYOR AND COUNCIL COMMENTS**

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality;
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

#### **I. RECESS THE REGULAR SESSION**

**Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.087 - Economic Development Negotiations.**

#### **J. EXECUTIVE SESSION**

1. Pursuant to the Texas Open Meetings Act, Section 551.087, conduct deliberations regarding Economic Development Negotiations to locate a Retail Service Center within Jersey Village. *Austin Bless, City Manager*

#### **K. ADJOURN EXECUTIVE SESSION**

**Adjourn the Executive Session, stating the date and time the Executive Session ended and Reconvene the Regular Session.**

**L. RECONVENE THE REGULAR SESSION**

- 1. Consider Resolution No. 2020-09, authorizing the City Manager to enter into a Chapter 380 Economic Development Agreement with Gordon NW Village, LP. *Austin Bleess, City Manager*

**M. ADJOURN**

**CERTIFICATION**

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: January 15, 2020 at 4:45 p.m. and remained so posted until said meeting was convened.




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Lorri Coody, TRCM  
City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at [www.jerseyvillagetx.com](http://www.jerseyvillagetx.com)

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Prayer by: Jeremy E. Ray American Legion Post 324 Chaplain.
2. Pledge by: Stefanie Otto, Commander, Jeremy E. Ray American Legion Post 324.

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** C1

**AGENDA SUBJECT:** Presentation of Police Department Employee of the Fourth Quarter and the 2019 Employee of the Year Award – by Stefanie Otto, Commander of the Jeremy E. Ray American Legion Post 324.

**Department/Prepared By:** Lorri Coody **Date Submitted:** December 18, 2019

**EXHIBITS:**

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

American Legion Post No. 324 initiated a quarterly program in 2008 to recognize and honor Jersey Village Police Department employees for performance above and beyond the call of duty.

The presentations being made at this meeting are for the Employee of the Fourth Quarter and 2017 Employee of the Year Award.

**RECOMMENDED ACTION:**

N/A

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** C2

**AGENDA SUBJECT:** Presentation of Employee of the Month Award for January 2020.

**Department/Prepared By:** Lorri Coody **Date Submitted:** January 15, 2020

**EXHIBITS:** [Employee of the Month Program](#)  
[January 2020 – Employee of the Month](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The Employee of the Month Program was developed to encourage recognition of Jersey Village employees who show exemplary individual achievement, contribution, and performance in their jobs. These individuals consistently exhibit a positive and supportive attitude and make contributions beyond the usual expectations of their employment.

For more information about the program, please see the attached Employee of the Month Program document.

**RECOMMENDED ACTION:**

N/A



# Employee of the Month Program

The Employee of the Month Program was developed to encourage recognition of Jersey Village employees who show exemplary individual achievement, contribution, and performance in their jobs. These individuals consistently exhibit a positive and supportive attitude and make contributions beyond the usual expectations of their employment.

## Criteria for Employee of the Month

The following criteria will be used in selecting an Employee of the Month (EOM):

1. The nominee must be a full-time employee having worked a minimum of one (1) year and is not currently on probationary status at the time of nomination. Department Heads, part-time staff, and volunteers are not eligible.
2. Employees can receive the EOM recognition more than once; however, there must be a break of a minimum of two (2) years between awards.
3. The nominee must be approved by his/her supervisor prior to being named as the recipient of the award.
4. Nominations not selected as the EOM can be reconsidered up to one year from the date first received.

A Jersey Village employee who demonstrates the following will be eligible for the EOM award:

1. Employee must demonstrate a willingness to take initiative beyond regular job assignments, resulting in inspiring and supporting the performance and achievement of others.
2. Employee must demonstrate a high quality of work and a commitment to carrying out job responsibilities, be an asset to the department, and serves as a role model for others.
3. Employee must demonstrate the ability to work as a team member, be consistently dependable and punctual in reporting for duty, completes assignments on time and have a distinguished attendance record.

## Process

1. Forms and criteria on the EOM program will be available from the City Manager or Department Heads.
2. Submit completed forms to the Department Head. Forms must be signed by the nominator or sent from the nominators email address. Nominations are accepted at any time, but must be submitted by the 25<sup>th</sup> of the month to be eligible for the award in the upcoming month.
3. The City Manager will go through nominations and select a winner based on the above criteria.

## Awards

The EOM Program will provide awards to such employees by means that is fair, with equal consideration of all eligible staff.

In addition to the awards the Mayor and the Department Head will present the award to the employee at a City Council Meeting and the employee will be recognized on the city website, social media, and via other mediums.





# Employee of the Month Nomination Form

Name of Nominee: \_\_\_\_\_ Department: \_\_\_\_\_

Job Title: \_\_\_\_\_

Please provide specific, detailed examples to support your nomination. The information you provide will be used by the City Manager to determine the recipient of this award. These activities should have occurred within the last 60 days. Please attach additional pages if needed.

Describe how the employee demonstrates a willingness to take initiative beyond regular job assignments, resulting in inspiring and supporting the performance and achievement of others.

Explain how the employee demonstrates a high quality of work and a commitment to carrying out job responsibilities, is an asset to the department, and serves as a role model for others.

Other information pertinent to the nomination

Nominated by: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_

Please submit completed form to your Department Head.

### January 2020 Employee of the Month



Officer Bryant has been a member of the Jersey Village Police Department since January 2018. He leads by example and is one of our most utilized Field Training Officers. Officer Bryant always asks if there is anything else he can do and is always very active in the community.

Not only is he a great Field Training Officer and an exceptional patrol officer, his “above and beyond” work ethic sets an example for other staff and inspires the excellence we admire.

Officer Bryant is committed to our community as well. In November of 2019, Officer Bryant found a less fortunate family that needed help this Holiday season. After contacting a local school, Officer Bryant discovered a family with three young children who lost their father under tragic circumstances and needed help.

Officer Bryant took it upon himself to start a charitable campaign for the family. Officer Bryant's own family donated clothing items and Officer Bryant raised food donations from Kroger’s, Adriatic cafe, and Chick-Fil-A, raised cash donations from Joe Myers Toyota and Joe Myers Mazda as well as donations from Jersey Village Police Officers, totalizing \$2,200.

His hard work and dedication have been noted by Department leadership and his colleagues. I am confident Officer Bryant's work ethic and charitable spirit will inspire others to follow in his footsteps. His efforts represent outstanding personal character and are a true asset to the Police Department and our city.

Officer Bryant thank you for what you have done for that family and for our community.

**D. CITIZENS' COMMENTS**

Any person who desires to address City Council regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and City Council Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the City Council.



Jersey Village, TX

# Fund Balance Report

As Of 12/31/2019

<b>Fund</b>	<b>Beginning Balance</b>	<b>Total Revenues</b>	<b>Total Expenses</b>	<b>Ending Balance</b>
01 - GENERAL FUND	33,411.65	3,526,826.41	2,796,977.09	763,260.97
02 - UTILITY FUND	12,066,370.59	1,118,309.79	957,230.09	12,227,450.29
03 - DEBT SERVICE FUND	326,772.95	286,983.76	0.00	613,756.71
04 - IMPACT FEE FUND	501,216.21	46,140.83	0.00	547,357.04
05 - MOTEL TAX FUND	-61,210.73	17,458.41	2,850.00	-46,602.32
06 - ASSET FORFEITURE FUND	34,027.81	618.09	7,688.10	26,957.80
07 - CAPITAL REPLACEMENT	8,012,498.95	23,166.93	68,589.24	7,967,076.64
08 - TRAFFIC SAFETY FUND	584,627.67	0.00	200.00	584,427.67
10 - CAPITAL IMPROVEMENTS FUND	8,085,839.59	1,888,785.27	148,076.70	9,826,548.16
11 - GOLF COURSE FUND	-4,486,896.16	407,709.03	414,364.52	-4,493,551.65
12 - COURT RESTRICTED FEE FUND	62,799.28	0.00	8,497.22	54,302.06
50 - JV CRIME CONTROL	3,636,094.44	568,737.51	0.00	4,204,831.95
<b>Report Total:</b>	<b>28,795,552.25</b>	<b>7,884,736.03</b>	<b>4,404,472.96</b>	<b>32,275,815.32</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



Jersey Village, TX

# Income Statement

## Account Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 02 - UTILITY FUND</b>						
<b>Department: 40 - 40</b>						
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE</b>						
<a href="#">02-40-8541</a>	WATER SERVICE	3,000,000.00	3,000,000.00	205,765.17	693,487.80	2,306,512.20
<a href="#">02-40-8542</a>	SEWER SERVICE	1,500,000.00	1,500,000.00	128,125.88	388,386.05	1,111,613.95
<a href="#">02-40-8545</a>	WATER AUTHORITY FEE	15,000.00	15,000.00	0.00	0.00	15,000.00
<a href="#">02-40-8546</a>	CREDIT CARD FEES	5,000.00	5,000.00	0.00	15.38	4,984.62
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE Total:</b>		<b>4,520,000.00</b>	<b>4,520,000.00</b>	<b>333,891.05</b>	<b>1,081,889.23</b>	<b>3,438,110.77</b>
<b>Category: 96 - INTEREST EARNED</b>						
<a href="#">02-40-9601</a>	INTEREST EARNED	70,000.00	70,000.00	5,195.96	16,250.35	53,749.65
<b>Category: 96 - INTEREST EARNED Total:</b>		<b>70,000.00</b>	<b>70,000.00</b>	<b>5,195.96</b>	<b>16,250.35</b>	<b>53,749.65</b>
<b>Category: 98 - MISCELLANEOUS REVENUE</b>						
<a href="#">02-40-9802</a>	SALE OF ASSETS	38,580.00	38,580.00	0.00	0.00	38,580.00
<a href="#">02-40-9840</a>	PENALTIES & ADJUSTMENTS	30,000.00	30,000.00	6,842.13	15,244.93	14,755.07
<a href="#">02-40-9899</a>	MISCELLANEOUS	30,000.00	30,000.00	1,636.23	4,925.28	25,074.72
<b>Category: 98 - MISCELLANEOUS REVENUE Total:</b>		<b>98,580.00</b>	<b>98,580.00</b>	<b>8,478.36</b>	<b>20,170.21</b>	<b>78,409.79</b>
<b>Department: 40 - 40 Total:</b>		<b>4,688,580.00</b>	<b>4,688,580.00</b>	<b>347,565.37</b>	<b>1,118,309.79</b>	<b>3,570,270.21</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Department: 45 - WATER &amp; SEWER</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">02-45-3001</a>	SALARIES	208,582.00	208,582.00	15,350.34	52,606.71	155,975.29
<a href="#">02-45-3003</a>	LONGEVITY	480.00	480.00	25.86	82.32	397.68
<a href="#">02-45-3007</a>	OVERTIME	24,500.00	24,500.00	2,222.74	11,308.10	13,191.90
<a href="#">02-45-3010</a>	INCENTIVES	720.00	720.00	106.14	322.21	397.79
<a href="#">02-45-3051</a>	FICA/MEDICARE TAXES	17,923.00	17,923.00	1,283.87	4,670.82	13,252.18
<a href="#">02-45-3052</a>	WORKMEN'S COMPENSATION	5,183.00	5,183.00	0.00	3,556.60	1,626.40
<a href="#">02-45-3053</a>	EMPLOYMENT TAXES	875.00	875.00	3.19	17.20	857.80
<a href="#">02-45-3054</a>	RETIREMENT	33,327.00	33,327.00	2,636.29	9,577.16	23,749.84
<a href="#">02-45-3055</a>	HEALTH INSURANCE	58,942.00	58,942.00	4,528.34	16,163.58	42,778.42
<a href="#">02-45-3056</a>	LIFE INS	351.00	351.00	-169.55	-254.30	605.30
<a href="#">02-45-3057</a>	DENTAL	3,435.00	3,435.00	282.33	1,011.02	2,423.98
<a href="#">02-45-3058</a>	LONG-TERM DISABILITY	869.00	869.00	0.66	135.36	733.64
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>355,187.00</b>	<b>355,187.00</b>	<b>26,270.21</b>	<b>99,196.78</b>	<b>255,990.22</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">02-45-3502</a>	POSTAGE/FREIGHT/DEL. FEE	14,000.00	14,000.00	932.21	2,795.86	11,204.14
<a href="#">02-45-3503</a>	OFFICE SUPPLIES	2,000.00	2,000.00	201.79	350.74	1,649.26
<a href="#">02-45-3504</a>	WEARING APPAREL	2,000.00	2,000.00	0.00	1,621.83	378.17
<a href="#">02-45-3506</a>	CHEMICALS	20,000.00	20,000.00	462.48	3,287.83	16,712.17
<a href="#">02-45-3510</a>	BOOKS & PERIODICALS	600.00	600.00	0.00	0.00	600.00
<a href="#">02-45-3523</a>	TOOLS/EQUIPMENT	4,000.00	4,000.00	161.69	367.64	3,632.36
<a href="#">02-45-3534</a>	PARTS AND MATERIALS	1,200.00	1,200.00	0.00	232.19	967.81
<a href="#">02-45-3535</a>	SHOP SUPPLIES	1,400.00	1,400.00	971.20	993.04	406.96
<b>Category: 35 - SUPPLIES Total:</b>		<b>45,200.00</b>	<b>45,200.00</b>	<b>2,729.37</b>	<b>9,649.13</b>	<b>35,550.87</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>						
<a href="#">02-45-4001</a>	BUILDINGS AND GROUNDS	3,000.00	3,000.00	0.00	221.00	2,779.00
<a href="#">02-45-4041</a>	WATER SYSTEM MAINTENANCE	30,000.00	30,000.00	1,590.00	14,162.91	15,837.09
<a href="#">02-45-4042</a>	SEWER SYSTEM MAINTENANCE	10,000.00	10,000.00	720.00	3,791.00	6,209.00
<a href="#">02-45-4043</a>	WATER PLANTS MAINTENANCE	18,000.00	18,000.00	2,908.00	3,628.00	14,372.00
<a href="#">02-45-4044</a>	LIFT STATIONS MAINTENANCE	36,000.00	36,000.00	1,355.21	3,759.37	32,240.63
<a href="#">02-45-4045</a>	SEWER PLANT MAINTENANCE	45,000.00	45,000.00	3,305.91	11,519.84	33,480.16
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>		<b>142,000.00</b>	<b>142,000.00</b>	<b>9,879.12</b>	<b>37,082.12</b>	<b>104,917.88</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">02-45-4504</a>	COMPUTER SOFTWARE	7,400.00	7,400.00	0.00	920.70	6,479.30
<b>Category: 45 - MAINTENANCE Total:</b>		<b>7,400.00</b>	<b>7,400.00</b>	<b>0.00</b>	<b>920.70</b>	<b>6,479.30</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">02-45-5012</a>	PRINTING	1,800.00	1,800.00	0.00	0.00	1,800.00
<a href="#">02-45-5015</a>	LAB TESTS	25,000.00	25,000.00	1,334.00	3,110.52	21,889.48
<a href="#">02-45-5017</a>	UTILITIES	140,000.00	140,000.00	0.00	11,628.20	128,371.80
<a href="#">02-45-5019</a>	W.O.B. DISPOSAL-O&M CONTR	350,000.00	350,000.00	53,749.62	101,508.40	248,491.60
<a href="#">02-45-5020</a>	COMMUNICATIONS	7,000.00	7,000.00	428.44	902.25	6,097.75
<a href="#">02-45-5022</a>	RENTAL OF EQUIPMENT	1,460.00	1,460.00	0.00	0.00	1,460.00
<a href="#">02-45-5025</a>	PUBLIC NOTICES	800.00	800.00	0.00	0.00	800.00
<a href="#">02-45-5027</a>	MEMBERSHIPS	1,000.00	1,000.00	0.00	40.00	960.00
<a href="#">02-45-5029</a>	TRAVEL/TRAINING	13,000.00	13,000.00	232.26	383.26	12,616.74
<b>Category: 50 - SERVICES Total:</b>		<b>540,060.00</b>	<b>540,060.00</b>	<b>55,744.32</b>	<b>117,572.63</b>	<b>422,487.37</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">02-45-5405</a>	PERMITS, FEES, CREDIT CD FEES	30,000.00	30,000.00	12,605.95	18,214.57	11,785.43
<a href="#">02-45-5411</a>	WATER-PURCHASED	1,630,000.00	1,630,000.00	211,052.19	211,052.19	1,418,947.81
<a href="#">02-45-5412</a>	WATER AUTHORITY FEES	40,000.00	40,000.00	40,640.60	82,894.35	-42,894.35
<b>Category: 54 - SUNDRY Total:</b>		<b>1,700,000.00</b>	<b>1,700,000.00</b>	<b>264,298.74</b>	<b>312,161.11</b>	<b>1,387,838.89</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">02-45-5501</a>	AUDITS/CONTRACTS/STUDIES	10,000.00	10,000.00	0.00	0.00	10,000.00
<a href="#">02-45-5510</a>	ENGINEERING SERVICES	110,000.00	110,000.00	0.00	0.00	110,000.00
<a href="#">02-45-5515</a>	CONSULTANT SERVICES	260,000.00	260,000.00	8,060.00	8,060.00	251,940.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>380,000.00</b>	<b>380,000.00</b>	<b>8,060.00</b>	<b>8,060.00</b>	<b>371,940.00</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">02-45-6001</a>	INSURANCE-VEHICLES	10,800.00	10,800.00	0.00	11,336.60	-536.60
<a href="#">02-45-6003</a>	LIABILITY-FIRE & CASUALTY	10,000.00	10,000.00	0.00	7,715.97	2,284.03
	<b>Category: 60 - OTHER SERVICES Total:</b>	<b>20,800.00</b>	<b>20,800.00</b>	<b>0.00</b>	<b>19,052.57</b>	<b>1,747.43</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">02-45-9751</a>	TRANSFER TO GENERAL FUND	570,000.00	570,000.00	0.00	0.00	570,000.00
<a href="#">02-45-9753</a>	TRANSFER TO DEBT SERVICE FUND	89,724.00	89,724.00	0.00	0.00	89,724.00
<a href="#">02-45-9755</a>	TRANSFER TO CAPITAL IMP FUND	300,000.00	300,000.00	0.00	0.00	300,000.00
<a href="#">02-45-9772</a>	TECHNOLOGY USER FEE	750.00	750.00	0.00	0.00	750.00
<a href="#">02-45-9781</a>	EQUIPMENT PURCHASE CONTRIBUTIO	60,045.00	60,045.00	0.00	0.00	60,045.00
<a href="#">02-45-9791</a>	EQUIPMENT USER FEE	32,000.00	32,000.00	0.00	0.00	32,000.00
	<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>1,052,519.00</b>	<b>1,052,519.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,052,519.00</b>
	<b>Department: 45 - WATER &amp; SEWER Total:</b>	<b>4,243,166.00</b>	<b>4,243,166.00</b>	<b>366,981.76</b>	<b>603,695.04</b>	<b>3,639,470.96</b>

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Department: 46 - UTILITY CAPITAL PROJECT</b>						
<b>Category: 70 - CAPITAL IMPROVEMENTS</b>						
<a href="#">02-46-7064</a>	CASTLEBRIDGE WWTP	0.00	0.00	281,240.78	281,240.78	-281,240.78
<a href="#">02-46-7072</a>	SEATTLE - STRUCT REPAIR PAINT	0.00	0.00	0.00	33,800.00	-33,800.00
<a href="#">02-46-7080</a>	AUTOCNTRL-SCADA	100,000.00	100,000.00	4,775.90	8,575.11	91,424.89
<a href="#">02-46-7087</a>	SEWER REHABILITATION	500,000.00	500,000.00	0.00	0.00	500,000.00
<a href="#">02-46-7088</a>	WEST ROAD WATER PLANT GST HPT RECOAT...	175,000.00	175,000.00	0.00	0.00	175,000.00
<a href="#">02-46-7091</a>	WHITEOAK BAYOU REHABILITATION	380,000.00	380,000.00	0.00	0.00	380,000.00
<a href="#">02-46-7096</a>	VILLAGE - STRUCT REPAIR PAINT	0.00	0.00	0.00	8,700.00	-8,700.00
<a href="#">02-46-7102</a>	VILLAGE WATER PL - POWER PANNEL RETROF...	200,000.00	200,000.00	0.00	0.00	200,000.00
<a href="#">02-46-7107</a>	SEATTLE WATER PLANT-CL2/CHLOR	75,000.00	75,000.00	0.00	21,219.16	53,780.84
<a href="#">02-46-7126</a>	REHAB - REPAIR STORM WAT LINES	200,000.00	200,000.00	0.00	0.00	200,000.00
<a href="#">02-46-7128</a>	VILLAGE WATER PLANT GENERATOR	25,000.00	25,000.00	0.00	0.00	25,000.00
<b>Category: 70 - CAPITAL IMPROVEMENTS Total:</b>		<b>1,655,000.00</b>	<b>1,655,000.00</b>	<b>286,016.68</b>	<b>353,535.05</b>	<b>1,301,464.95</b>
<b>Department: 46 - UTILITY CAPITAL PROJECT Total:</b>		<b>1,655,000.00</b>	<b>1,655,000.00</b>	<b>286,016.68</b>	<b>353,535.05</b>	<b>1,301,464.95</b>
<b>Fund: 02 - UTILITY FUND Surplus (Deficit):</b>		<b>-1,209,586.00</b>	<b>-1,209,586.00</b>	<b>-305,433.07</b>	<b>161,079.70</b>	

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<b>Fund: 04 - IMPACT FEE FUND</b>					
<b>Department: 43 - 43</b>					
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE</b>					
<a href="#">04-43-8547</a> WATER DISTRIBUTION	50,000.00	50,000.00	176.00	31,195.30	18,804.70
<a href="#">04-43-8548</a> SEWER PLANT CAPACITY	25,000.00	25,000.00	0.00	11,010.30	13,989.70
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE Total:</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>176.00</b>	<b>42,205.60</b>	<b>32,794.40</b>
<b>Category: 96 - INTEREST EARNED</b>					
<a href="#">04-43-9601</a> INTEREST EARNED	20,000.00	20,000.00	1,240.01	3,935.23	16,064.77
<b>Category: 96 - INTEREST EARNED Total:</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>1,240.01</b>	<b>3,935.23</b>	<b>16,064.77</b>
<b>Department: 43 - 43 Total:</b>	<b>95,000.00</b>	<b>95,000.00</b>	<b>1,416.01</b>	<b>46,140.83</b>	<b>48,859.17</b>

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 45 - WATER &amp; SEWER</b>					
<b>Category: 55 - PROFESSIONAL SERVICES</b>					
<a href="#">04-45-5515</a> CONSULTANT SERVICES	80,000.00	80,000.00	0.00	0.00	80,000.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80,000.00</b>
<b>Department: 45 - WATER &amp; SEWER Total:</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80,000.00</b>
<b>Fund: 04 - IMPACT FEE FUND Surplus (Deficit):</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>1,416.01</b>	<b>46,140.83</b>	

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 11 - GOLF COURSE FUND</b>						
<b>Department: 80 - 80</b>						
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE</b>						
<a href="#">11-80-8551</a>	GREEN FEES	900,000.00	900,000.00	109,992.38	268,636.70	631,363.30
<a href="#">11-80-8553</a>	RANGE FEES/CLUB RENTALS	95,000.00	95,000.00	13,836.14	33,142.22	61,857.78
<a href="#">11-80-8554</a>	CLUB RENTALS	5,000.00	5,000.00	360.00	980.00	4,020.00
<a href="#">11-80-8555</a>	TOURNAMENT GREENS FEES	110,000.00	110,000.00	5,437.16	30,833.52	79,166.48
<a href="#">11-80-8560</a>	MISCELLANEOUS FEES	20,000.00	20,000.00	675.00	2,352.00	17,648.00
<a href="#">11-80-8567</a>	MERCHANDISE	120,000.00	120,000.00	15,034.60	37,128.15	82,871.85
<a href="#">11-80-8568</a>	SPECIAL ORDER MERCHANDISE	40,000.00	40,000.00	3,861.81	11,952.77	28,047.23
<a href="#">11-80-8572</a>	CONCESSION FEES	40,000.00	40,000.00	3,343.51	10,440.29	29,559.71
<a href="#">11-80-8575</a>	MEMBERSHIPS	32,000.00	32,000.00	4,127.77	11,349.01	20,650.99
<a href="#">11-80-8579</a>	CASH OVER/UNDER	0.00	0.00	-121.97	-113.94	113.94
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE Total:</b>		<b>1,362,000.00</b>	<b>1,362,000.00</b>	<b>156,546.40</b>	<b>406,700.72</b>	<b>955,299.28</b>
<b>Category: 96 - INTEREST EARNED</b>						
<a href="#">11-80-9601</a>	INTEREST EARNED	8,000.00	8,000.00	317.71	1,008.31	6,991.69
<b>Category: 96 - INTEREST EARNED Total:</b>		<b>8,000.00</b>	<b>8,000.00</b>	<b>317.71</b>	<b>1,008.31</b>	<b>6,991.69</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">11-80-9751</a>	TRANSFER FROM GENERAL FUND	663,978.80	663,978.80	0.00	0.00	663,978.80
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>663,978.80</b>	<b>663,978.80</b>	<b>0.00</b>	<b>0.00</b>	<b>663,978.80</b>
<b>Category: 98 - MISCELLANEOUS REVENUE</b>						
<a href="#">11-80-9802</a>	SALES OF FIXED ASSETS	25,000.00	25,000.00	0.00	0.00	25,000.00
<b>Category: 98 - MISCELLANEOUS REVENUE Total:</b>		<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>
<b>Department: 80 - 80 Total:</b>		<b>2,058,978.80</b>	<b>2,058,978.80</b>	<b>156,864.11</b>	<b>407,709.03</b>	<b>1,651,269.77</b>

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<b>Department: 81 - CLUB HOUSE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">11-81-3001</a>	SALARIES AND WAGES	200,636.00	200,636.00	15,924.12	54,620.57	146,015.43
<a href="#">11-81-3002</a>	WAGES	134,940.00	134,940.00	7,266.50	28,832.90	106,107.10
<a href="#">11-81-3003</a>	LONGEVITY	912.00	912.00	59.08	204.67	707.33
<a href="#">11-81-3007</a>	OVERTIME	1,000.00	1,000.00	298.04	754.42	245.58
<a href="#">11-81-3051</a>	FICA/MEDICARE TAXES	25,818.00	25,818.00	1,766.45	6,336.52	19,481.48
<a href="#">11-81-3052</a>	WORKMAN'S COMP	5,913.00	5,913.00	0.00	4,057.53	1,855.47
<a href="#">11-81-3053</a>	UNEMPLOYMENT TAXES	1,166.00	1,166.00	4.18	45.16	1,120.84
<a href="#">11-81-3054</a>	RETIREMENT	31,642.00	31,642.00	2,371.27	8,085.58	23,556.42
<a href="#">11-81-3055</a>	INSURANCE	39,913.00	39,913.00	2,632.36	9,127.47	30,785.53
<a href="#">11-81-3056</a>	LIFE INS	281.00	281.00	-85.60	-128.57	409.57
<a href="#">11-81-3057</a>	DENTAL INSURANCE	2,395.00	2,395.00	193.46	670.20	1,724.80
<a href="#">11-81-3058</a>	LONG-TERM DISABILITY	847.00	847.00	0.68	127.72	719.28
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>445,463.00</b>	<b>445,463.00</b>	<b>30,430.54</b>	<b>112,734.17</b>	<b>332,728.83</b>
<b>Category: 34 - COST OF SALES</b>						
<a href="#">11-81-3401</a>	MERCHANDISE	110,000.00	110,000.00	6,362.22	26,978.23	83,021.77
<a href="#">11-81-3415</a>	RANGE BALLS	8,190.00	8,190.00	446.90	1,194.13	6,995.87
<a href="#">11-81-3416</a>	RENTAL CLUBS	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">11-81-3419</a>	SPECIAL ORDER MERCHANDISE	28,000.00	28,000.00	1,476.39	5,676.11	22,323.89
<b>Category: 34 - COST OF SALES Total:</b>		<b>148,190.00</b>	<b>148,190.00</b>	<b>8,285.51</b>	<b>33,848.47</b>	<b>114,341.53</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">11-81-3502</a>	POSTAGE/FREIGHT/DEL.FEE	550.00	550.00	0.00	0.00	550.00
<a href="#">11-81-3503</a>	OFFICE SUPPLIES	6,500.00	6,500.00	871.07	2,023.42	4,476.58
<a href="#">11-81-3504</a>	WEARING APPAREL	2,000.00	2,000.00	843.92	1,153.31	846.69
<a href="#">11-81-3523</a>	TOOLS/EQUIPMENT	1,500.00	1,500.00	76.75	76.75	1,423.25
<a href="#">11-81-3605</a>	MISCELLANEOUS SERVICE FEES	7,000.00	7,000.00	0.00	0.00	7,000.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>17,550.00</b>	<b>17,550.00</b>	<b>1,791.74</b>	<b>3,253.48</b>	<b>14,296.52</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">11-81-4501</a>	FURN, FIXTURE/EPT MAINTENANCE	1,900.00	1,900.00	94.48	94.48	1,805.52
<a href="#">11-81-4504</a>	COMPUTER SOFTWARE	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">11-81-4506</a>	CART MAINTENANCE	3,500.00	3,500.00	0.00	35.99	3,464.01
<a href="#">11-81-4520</a>	EQUIPMENT MAINTENANCE/OUTSOURC	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">11-81-4599</a>	MISCELLANEOUS EQUIPMENT	1,500.00	1,500.00	0.00	645.95	854.05
<b>Category: 45 - MAINTENANCE Total:</b>		<b>8,900.00</b>	<b>8,900.00</b>	<b>94.48</b>	<b>776.42</b>	<b>8,123.58</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">11-81-5012</a>	PRINTING	3,500.00	3,500.00	0.00	351.05	3,148.95
<a href="#">11-81-5020</a>	COMMUNICATIONS	6,500.00	6,500.00	535.54	840.40	5,659.60
<a href="#">11-81-5023</a>	LEASE EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">11-81-5027</a>	MEMBERSHIPS/SUBSCRIPTIONS	1,200.00	1,200.00	119.00	171.99	1,028.01
<a href="#">11-81-5029</a>	TRAVEL/TRAINING	2,500.00	2,500.00	0.00	41.76	2,458.24
<a href="#">11-81-5043</a>	ADVERTISING/PROMOTION	28,000.00	28,000.00	139.72	6,413.04	21,586.96
<b>Category: 50 - SERVICES Total:</b>		<b>43,700.00</b>	<b>43,700.00</b>	<b>794.26</b>	<b>7,818.24</b>	<b>35,881.76</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">11-81-5405</a>	CREDIT CARD CHARGES	30,000.00	30,000.00	4,373.54	6,301.89	23,698.11
<a href="#">11-81-5410</a>	SECURITY	2,500.00	2,500.00	915.93	915.93	1,584.07
<a href="#">11-81-5413</a>	TOURNAMENT FEES EXPENSE	2,000.00	2,000.00	45.45	315.45	1,684.55
<a href="#">11-81-5421</a>	EQUIPMENT LEASE DEBT	3,000.00	3,000.00	225.00	675.00	2,325.00
<a href="#">11-81-5498</a>	MISCELLANEOUS EXPENSE	5,500.00	5,500.00	3,087.31	5,887.31	-387.31
<b>Category: 54 - SUNDRY Total:</b>		<b>43,000.00</b>	<b>43,000.00</b>	<b>8,647.23</b>	<b>14,095.58</b>	<b>28,904.42</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">11-81-5515</a>	CONSULTANT FEES	3,500.00	3,500.00	0.00	0.00	3,500.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">11-81-6003</a>	LIABILITY-FIRE & CASUALTY INSR	20,200.00	20,200.00	0.00	18,861.26	1,338.74
<b>Category: 60 - OTHER SERVICES Total:</b>		<b>20,200.00</b>	<b>20,200.00</b>	<b>0.00</b>	<b>18,861.26</b>	<b>1,338.74</b>

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<b>Category: 97 - INTERFUND ACTIVITY</b>					
<a href="#">11-81-9772</a> TECHNOLOGY USER FEE	3,500.00	3,500.00	0.00	0.00	3,500.00
<a href="#">11-81-9791</a> EQUIP USER FEE	67,025.00	67,025.00	0.00	0.00	67,025.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>70,525.00</b>	<b>70,525.00</b>	<b>0.00</b>	<b>0.00</b>	<b>70,525.00</b>
<b>Department: 81 - CLUB HOUSE Total:</b>	<b>801,028.00</b>	<b>801,028.00</b>	<b>50,043.76</b>	<b>191,387.62</b>	<b>609,640.38</b>

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<b>Department: 82 - COURSE MAINTENANCE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">11-82-3001</a>	SALARIES AND	321,152.00	321,152.00	24,723.05	78,302.06	242,849.94
<a href="#">11-82-3002</a>	WAGES	29,450.00	29,450.00	558.00	1,662.71	27,787.29
<a href="#">11-82-3003</a>	LONGEVITY	3,024.00	3,024.00	217.84	754.66	2,269.34
<a href="#">11-82-3007</a>	OVERTIME	5,000.00	5,000.00	454.57	821.59	4,178.41
<a href="#">11-82-3051</a>	FICA/MEDICARE TAXES	27,435.00	27,435.00	1,862.93	5,813.53	21,621.47
<a href="#">11-82-3052</a>	WORKMAN'S COMP	6,947.00	6,947.00	0.00	4,767.06	2,179.94
<a href="#">11-82-3053</a>	UNEMPLOYMENT TAXES	1,458.00	1,458.00	4.68	22.40	1,435.60
<a href="#">11-82-3054</a>	RETIREMENT	47,410.00	47,410.00	3,781.40	11,893.91	35,516.09
<a href="#">11-82-3055</a>	INSURANCE	109,746.00	109,746.00	7,951.72	27,566.21	82,179.79
<a href="#">11-82-3056</a>	LIFE INS	562.00	562.00	-318.06	-476.62	1,038.62
<a href="#">11-82-3057</a>	DENTAL	6,693.00	6,693.00	515.68	1,786.46	4,906.54
<a href="#">11-82-3058</a>	LONG-TERM DISABILITY	1,362.00	1,362.00	1.04	180.32	1,181.68
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>560,239.00</b>	<b>560,239.00</b>	<b>39,752.85</b>	<b>133,094.29</b>	<b>427,144.71</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">11-82-3504</a>	WEARING APPAREL	2,800.00	2,800.00	138.95	67.70	2,732.30
<a href="#">11-82-3514</a>	FUEL & OIL	19,500.00	19,500.00	1,461.51	1,461.51	18,038.49
<a href="#">11-82-3523</a>	TOOLS/EQUIPMENT	4,500.00	4,500.00	1,822.42	1,864.40	2,635.60
<a href="#">11-82-3535</a>	GROUND/SHOP SUPPLIES	14,000.00	14,000.00	938.54	1,321.37	12,678.63
<a href="#">11-82-3536</a>	LANDSCAPING MATERIALS	85,000.00	85,000.00	2,215.52	16,839.58	68,160.42
<b>Category: 35 - SUPPLIES Total:</b>		<b>125,800.00</b>	<b>125,800.00</b>	<b>6,576.94</b>	<b>21,554.56</b>	<b>104,245.44</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>						
<a href="#">11-82-4041</a>	WATER WELL MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>		<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">11-82-4505</a>	IRRIGATION EQUIPMENT	15,000.00	15,000.00	1,647.85	2,010.45	12,989.55
<a href="#">11-82-4599</a>	MISCELLANEOUS EQUIPMENT	10,000.00	10,000.00	0.00	0.00	10,000.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>25,000.00</b>	<b>25,000.00</b>	<b>1,647.85</b>	<b>2,010.45</b>	<b>22,989.55</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">11-82-5022</a>	RENTAL EQUIPMENT	5,000.00	5,000.00	258.00	774.00	4,226.00
<a href="#">11-82-5027</a>	MEMBERSHIPS/SUBSCRIPTIONS	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">11-82-5029</a>	TRAVEL/TRAINING	2,800.00	2,800.00	0.00	104.14	2,695.86
<b>Category: 50 - SERVICES Total:</b>		<b>8,800.00</b>	<b>8,800.00</b>	<b>258.00</b>	<b>878.14</b>	<b>7,921.86</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">11-82-5405</a>	PERMITS & FEES	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">11-82-5412</a>	WATER AUTHORITY FEES	100,000.00	100,000.00	3,522.75	17,806.25	82,193.75
<b>Category: 54 - SUNDRY Total:</b>		<b>101,000.00</b>	<b>101,000.00</b>	<b>3,522.75</b>	<b>17,806.25</b>	<b>83,193.75</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">11-82-5508</a>	SANITARY/TRASH SERVICES	3,500.00	3,500.00	101.15	303.45	3,196.55
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>3,500.00</b>	<b>3,500.00</b>	<b>101.15</b>	<b>303.45</b>	<b>3,196.55</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">11-82-9773</a>	COMP. EQUIPMENT USER FEE	400.00	400.00	0.00	0.00	400.00
<a href="#">11-82-9791</a>	EQUIPMENT USER FEE	84,579.00	84,579.00	0.00	0.00	84,579.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>84,979.00</b>	<b>84,979.00</b>	<b>0.00</b>	<b>0.00</b>	<b>84,979.00</b>
<b>Department: 82 - COURSE MAINTENANCE Total:</b>		<b>914,318.00</b>	<b>914,318.00</b>	<b>51,859.54</b>	<b>175,647.14</b>	<b>738,670.86</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 83 - BUILDING MAINTENANCE</b>					
<b>Category: 35 - SUPPLIES</b>					
<a href="#">11-83-3517</a> JANITORIAL SUPPLIES	5,500.00	5,500.00	194.76	593.55	4,906.45
<b>Category: 35 - SUPPLIES Total:</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>194.76</b>	<b>593.55</b>	<b>4,906.45</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>					
<a href="#">11-83-4001</a> BUILDINGS & GROUNDS	15,000.00	15,000.00	1,649.62	5,013.62	9,986.38
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>1,649.62</b>	<b>5,013.62</b>	<b>9,986.38</b>
<b>Category: 45 - MAINTENANCE</b>					
<a href="#">11-83-4501</a> FURN.FIXTURES, OFF EQUIP	5,000.00	5,000.00	0.00	0.00	5,000.00
<b>Category: 45 - MAINTENANCE Total:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>
<b>Category: 50 - SERVICES</b>					
<a href="#">11-83-5017</a> UTILITIES	28,000.00	28,000.00	0.00	1,617.33	26,382.67
<b>Category: 50 - SERVICES Total:</b>	<b>28,000.00</b>	<b>28,000.00</b>	<b>0.00</b>	<b>1,617.33</b>	<b>26,382.67</b>
<b>Department: 83 - BUILDING MAINTENANCE Total:</b>	<b>53,500.00</b>	<b>53,500.00</b>	<b>1,844.38</b>	<b>7,224.50</b>	<b>46,275.50</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 87 - GC CAPITAL IMPROVEMENT					
Category: 70 - CAPITAL IMPROVEMENTS					
<a href="#">11-87-7010</a> CAPITAL IMPROVEMENT	151,000.00	151,000.00	2,902.77	14,542.77	136,457.23
Category: 70 - CAPITAL IMPROVEMENTS Total:	<b>151,000.00</b>	<b>151,000.00</b>	<b>2,902.77</b>	<b>14,542.77</b>	<b>136,457.23</b>
Department: 87 - GC CAPITAL IMPROVEMENT Total:	<b>151,000.00</b>	<b>151,000.00</b>	<b>2,902.77</b>	<b>14,542.77</b>	<b>136,457.23</b>



Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 88 - EQUIPMENT MAINTENANCE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">11-88-3001</a>	SALARIES AND WAGES	48,912.00	48,912.00	0.00	13,497.39	35,414.61
<a href="#">11-88-3003</a>	LONGEVITY	912.00	912.00	0.00	130.55	781.45
<a href="#">11-88-3007</a>	OVERTIME	500.00	500.00	0.00	52.68	447.32
<a href="#">11-88-3051</a>	FICA/MEDICARE TAXES	3,850.00	3,850.00	0.00	1,021.20	2,828.80
<a href="#">11-88-3052</a>	WORKER'S COMP	975.00	975.00	0.00	669.05	305.95
<a href="#">11-88-3053</a>	UNEMPLOYMENT TAXES	145.80	145.80	0.00	2.47	143.33
<a href="#">11-88-3054</a>	RETIREMENT	7,248.00	7,248.00	0.00	2,037.04	5,210.96
<a href="#">11-88-3055</a>	HEALTH INSURANCE	11,959.00	11,959.00	0.00	1,809.69	10,149.31
<a href="#">11-88-3056</a>	LIFE INS	70.00	70.00	-17.60	-34.86	104.86
<a href="#">11-88-3057</a>	DENTAL	1,040.00	1,040.00	0.00	175.29	864.71
<a href="#">11-88-3058</a>	LONG TERM DISABILITY	211.00	211.00	0.00	15.73	195.27
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>75,822.80</b>	<b>75,822.80</b>	<b>-17.60</b>	<b>19,376.23</b>	<b>56,446.57</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">11-88-3504</a>	WEARING APPAREL	500.00	500.00	0.00	0.00	500.00
<a href="#">11-88-3514</a>	FUEL & OIL	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">11-88-3523</a>	TOOLS/EQUIPMENT	7,000.00	7,000.00	0.00	1,338.80	5,661.20
<a href="#">11-88-3529</a>	REPAIR PARTS	22,000.00	22,000.00	2,833.18	4,691.70	17,308.30
<a href="#">11-88-3535</a>	GROUND/SHOP SUPPLIES	4,000.00	4,000.00	41.97	155.76	3,844.24
<b>Category: 35 - SUPPLIES Total:</b>		<b>35,500.00</b>	<b>35,500.00</b>	<b>2,875.15</b>	<b>6,186.26</b>	<b>29,313.74</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">11-88-5029</a>	TRAVEL/TRAINING	500.00	500.00	0.00	0.00	500.00
<b>Category: 50 - SERVICES Total:</b>		<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">11-88-9781</a>	TRANSFER TO EQUIP PURCH CONT	27,310.00	27,310.00	0.00	0.00	27,310.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>27,310.00</b>	<b>27,310.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,310.00</b>
<b>Department: 88 - EQUIPMENT MAINTENANCE Total:</b>		<b>139,132.80</b>	<b>139,132.80</b>	<b>2,857.55</b>	<b>25,562.49</b>	<b>113,570.31</b>
<b>Fund: 11 - GOLF COURSE FUND Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>47,356.11</b>	<b>-6,655.49</b>	
<b>Total Surplus (Deficit):</b>		<b>-1,194,586.00</b>	<b>-1,194,586.00</b>	<b>-256,660.95</b>	<b>200,565.04</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Group Summary

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 02 - UTILITY FUND</b>					
<b>Department: 40 - 40</b>					
85 - FEE & CHARGES FOR SERVICE	4,520,000.00	4,520,000.00	333,891.05	1,081,889.23	3,438,110.77
96 - INTEREST EARNED	70,000.00	70,000.00	5,195.96	16,250.35	53,749.65
98 - MISCELLANEOUS REVENUE	98,580.00	98,580.00	8,478.36	20,170.21	78,409.79
<b>Department: 40 - 40 Total:</b>	<b>4,688,580.00</b>	<b>4,688,580.00</b>	<b>347,565.37</b>	<b>1,118,309.79</b>	<b>3,570,270.21</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 45 - WATER &amp; SEWER</b>					
30 - SALARIES, WAGES, & BENEFITS	355,187.00	355,187.00	26,270.21	99,196.78	255,990.22
35 - SUPPLIES	45,200.00	45,200.00	2,729.37	9,649.13	35,550.87
40 - MAINTENANCE--BLDGS, STRUC	142,000.00	142,000.00	9,879.12	37,082.12	104,917.88
45 - MAINTENANCE	7,400.00	7,400.00	0.00	920.70	6,479.30
50 - SERVICES	540,060.00	540,060.00	55,744.32	117,572.63	422,487.37
54 - SUNDRY	1,700,000.00	1,700,000.00	264,298.74	312,161.11	1,387,838.89
55 - PROFESSIONAL SERVICES	380,000.00	380,000.00	8,060.00	8,060.00	371,940.00
60 - OTHER SERVICES	20,800.00	20,800.00	0.00	19,052.57	1,747.43
97 - INTERFUND ACTIVITY	1,052,519.00	1,052,519.00	0.00	0.00	1,052,519.00
<b>Department: 45 - WATER &amp; SEWER Total:</b>	<b>4,243,166.00</b>	<b>4,243,166.00</b>	<b>366,981.76</b>	<b>603,695.04</b>	<b>3,639,470.96</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 46 - UTILITY CAPITAL PROJECT</b>					
70 - CAPITAL IMPROVEMENTS	1,655,000.00	1,655,000.00	286,016.68	353,535.05	1,301,464.95
<b>Department: 46 - UTILITY CAPITAL PROJECT Total:</b>	<b>1,655,000.00</b>	<b>1,655,000.00</b>	<b>286,016.68</b>	<b>353,535.05</b>	<b>1,301,464.95</b>
<b>Fund: 02 - UTILITY FUND Surplus (Deficit):</b>	<b>-1,209,586.00</b>	<b>-1,209,586.00</b>	<b>-305,433.07</b>	<b>161,079.70</b>	<b>-1,370,665.70</b>
<b>Fund: 04 - IMPACT FEE FUND</b>					
<b>Department: 43 - 43</b>					
85 - FEE & CHARGES FOR SERVICE	75,000.00	75,000.00	176.00	42,205.60	32,794.40
96 - INTEREST EARNED	20,000.00	20,000.00	1,240.01	3,935.23	16,064.77
<b>Department: 43 - 43 Total:</b>	<b>95,000.00</b>	<b>95,000.00</b>	<b>1,416.01</b>	<b>46,140.83</b>	<b>48,859.17</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 45 - WATER &amp; SEWER</b>					
55 - PROFESSIONAL SERVICES	80,000.00	80,000.00	0.00	0.00	80,000.00
<b>Department: 45 - WATER &amp; SEWER Total:</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80,000.00</b>
<b>Fund: 04 - IMPACT FEE FUND Surplus (Deficit):</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>1,416.01</b>	<b>46,140.83</b>	<b>-31,140.83</b>
<b>Fund: 11 - GOLF COURSE FUND</b>					
<b>Department: 80 - 80</b>					
85 - FEE & CHARGES FOR SERVICE	1,362,000.00	1,362,000.00	156,546.40	406,700.72	955,299.28
96 - INTEREST EARNED	8,000.00	8,000.00	317.71	1,008.31	6,991.69
97 - INTERFUND ACTIVITY	663,978.80	663,978.80	0.00	0.00	663,978.80
98 - MISCELLANEOUS REVENUE	25,000.00	25,000.00	0.00	0.00	25,000.00
<b>Department: 80 - 80 Total:</b>	<b>2,058,978.80</b>	<b>2,058,978.80</b>	<b>156,864.11</b>	<b>407,709.03</b>	<b>1,651,269.77</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 81 - CLUB HOUSE</b>					
30 - SALARIES, WAGES, & BENEFITS	445,463.00	445,463.00	30,430.54	112,734.17	332,728.83
34 - COST OF SALES	148,190.00	148,190.00	8,285.51	33,848.47	114,341.53
35 - SUPPLIES	17,550.00	17,550.00	1,791.74	3,253.48	14,296.52
45 - MAINTENANCE	8,900.00	8,900.00	94.48	776.42	8,123.58
50 - SERVICES	43,700.00	43,700.00	794.26	7,818.24	35,881.76
54 - SUNDRY	43,000.00	43,000.00	8,647.23	14,095.58	28,904.42
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00
60 - OTHER SERVICES	20,200.00	20,200.00	0.00	18,861.26	1,338.74
97 - INTERFUND ACTIVITY	70,525.00	70,525.00	0.00	0.00	70,525.00
<b>Department: 81 - CLUB HOUSE Total:</b>	<b>801,028.00</b>	<b>801,028.00</b>	<b>50,043.76</b>	<b>191,387.62</b>	<b>609,640.38</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

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For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 82 - COURSE MAINTENANCE</b>					
30 - SALARIES, WAGES, & BENEFITS	560,239.00	560,239.00	39,752.85	133,094.29	427,144.71
35 - SUPPLIES	125,800.00	125,800.00	6,576.94	21,554.56	104,245.44
40 - MAINTENANCE--BLDGS, STRUC	5,000.00	5,000.00	0.00	0.00	5,000.00
45 - MAINTENANCE	25,000.00	25,000.00	1,647.85	2,010.45	22,989.55
50 - SERVICES	8,800.00	8,800.00	258.00	878.14	7,921.86
54 - SUNDRY	101,000.00	101,000.00	3,522.75	17,806.25	83,193.75
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	101.15	303.45	3,196.55
97 - INTERFUND ACTIVITY	84,979.00	84,979.00	0.00	0.00	84,979.00
<b>Department: 82 - COURSE MAINTENANCE Total:</b>	<b>914,318.00</b>	<b>914,318.00</b>	<b>51,859.54</b>	<b>175,647.14</b>	<b>738,670.86</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 83 - BUILDING MAINTENANCE</b>					
35 - SUPPLIES	5,500.00	5,500.00	194.76	593.55	4,906.45
40 - MAINTENANCE--BLDGS, STRUC	15,000.00	15,000.00	1,649.62	5,013.62	9,986.38
45 - MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00
50 - SERVICES	28,000.00	28,000.00	0.00	1,617.33	26,382.67
<b>Department: 83 - BUILDING MAINTENANCE Total:</b>	<b>53,500.00</b>	<b>53,500.00</b>	<b>1,844.38</b>	<b>7,224.50</b>	<b>46,275.50</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**



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For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 87 - GC CAPITAL IMPROVEMENT</b>					
70 - CAPITAL IMPROVEMENTS	151,000.00	151,000.00	2,902.77	14,542.77	136,457.23
<b>Department: 87 - GC CAPITAL IMPROVEMENT Total:</b>	<b>151,000.00</b>	<b>151,000.00</b>	<b>2,902.77</b>	<b>14,542.77</b>	<b>136,457.23</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

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Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 88 - EQUIPMENT MAINTENANCE</b>					
30 - SALARIES, WAGES, & BENEFITS	75,822.80	75,822.80	-17.60	19,376.23	56,446.57
35 - SUPPLIES	35,500.00	35,500.00	2,875.15	6,186.26	29,313.74
50 - SERVICES	500.00	500.00	0.00	0.00	500.00
97 - INTERFUND ACTIVITY	27,310.00	27,310.00	0.00	0.00	27,310.00
<b>Department: 88 - EQUIPMENT MAINTENANCE Total:</b>	<b>139,132.80</b>	<b>139,132.80</b>	<b>2,857.55</b>	<b>25,562.49</b>	<b>113,570.31</b>
<b>Fund: 11 - GOLF COURSE FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>47,356.11</b>	<b>-6,655.49</b>	<b>6,655.49</b>
<b>Total Surplus (Deficit):</b>	<b>-1,194,586.00</b>	<b>-1,194,586.00</b>	<b>-256,660.95</b>	<b>200,565.04</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
02 - UTILITY FUND	-1,209,586.00	-1,209,586.00	-305,433.07	161,079.70	-1,370,665.70
04 - IMPACT FEE FUND	15,000.00	15,000.00	1,416.01	46,140.83	-31,140.83
11 - GOLF COURSE FUND	0.00	0.00	47,356.11	-6,655.49	6,655.49
<b>Total Surplus (Deficit):</b>	<b>-1,194,586.00</b>	<b>-1,194,586.00</b>	<b>-256,660.95</b>	<b>200,565.04</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



Jersey Village, TX

# Income Statement Account Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Fund: 01 - GENERAL FUND</b>						
<b>Department: 10 - 10</b>						
<b>Category: 72 - PROPERTY TAXES</b>						
<a href="#">01-10-7201</a>	CURRENT PROPERTY TAXES	6,314,000.00	6,314,000.00	1,151,267.47	1,267,318.30	5,046,681.70
<a href="#">01-10-7202</a>	DELINQUENT PROPERTY TAXES	30,000.00	30,000.00	1,736.56	-21,311.56	51,311.56
<a href="#">01-10-7203</a>	PENALTY, INTEREST & COSTS	25,000.00	25,000.00	189.62	7,317.25	17,682.75
<b>Category: 72 - PROPERTY TAXES Total:</b>		<b>6,369,000.00</b>	<b>6,369,000.00</b>	<b>1,153,193.65</b>	<b>1,253,323.99</b>	<b>5,115,676.01</b>
<b>Category: 75 - OTHER TAXES</b>						
<a href="#">01-10-7511</a>	ELECTRIC FRANCHISE	360,000.00	360,000.00	29,201.84	88,625.19	271,374.81
<a href="#">01-10-7512</a>	TELEPHONE FRANCHISE	89,000.00	89,000.00	0.00	23,493.86	65,506.14
<a href="#">01-10-7513</a>	GAS FRANCHISE	40,000.00	40,000.00	0.00	5,993.49	34,006.51
<a href="#">01-10-7514</a>	CABLE TV FRANCHISE	75,000.00	75,000.00	0.00	19,260.07	55,739.93
<a href="#">01-10-7515</a>	TELECOMMUNICATION	30,000.00	30,000.00	0.00	3,729.19	26,270.81
<a href="#">01-10-7621</a>	CITY SALES TAX	3,810,000.00	3,810,000.00	366,401.78	1,104,966.19	2,705,033.81
<a href="#">01-10-7622</a>	SALES TX-RED. PROPERTY TX	1,905,000.00	1,905,000.00	183,200.89	552,483.11	1,352,516.89
<a href="#">01-10-7631</a>	MIXED DRINK TAX	30,000.00	30,000.00	0.00	5,585.67	24,414.33
<b>Category: 75 - OTHER TAXES Total:</b>		<b>6,339,000.00</b>	<b>6,339,000.00</b>	<b>578,804.51</b>	<b>1,804,136.77</b>	<b>4,534,863.23</b>
<b>Category: 80 - FINES WARRANTS &amp; BONDS</b>						
<a href="#">01-10-8001</a>	FINES	1,000,000.00	1,000,000.00	66,695.54	212,954.75	787,045.25
<a href="#">01-10-8002</a>	TIME PAYMENT FEE-GENERAL	10,000.00	10,000.00	842.89	2,734.46	7,265.54
<a href="#">01-10-8003</a>	TIME PAYMENT FEE-COURT	0.00	0.00	210.10	683.01	-683.01
<a href="#">01-10-8004</a>	COURT TECHNOLOGY FEES	0.00	0.00	1,455.61	4,665.96	-4,665.96
<a href="#">01-10-8005</a>	COURT SECURITY FEE	0.00	0.00	1,091.67	3,499.39	-3,499.39
<a href="#">01-10-8006</a>	OMNI FEE	8,000.00	8,000.00	509.69	1,705.85	6,294.15
<a href="#">01-10-8007</a>	CHILD SAFETY FEE	0.00	0.00	0.00	170.66	-170.66
<a href="#">01-10-8008</a>	JUDICIAL FEE	0.00	0.00	218.54	697.15	-697.15
<b>Category: 80 - FINES WARRANTS &amp; BONDS Total:</b>		<b>1,018,000.00</b>	<b>1,018,000.00</b>	<b>71,024.04</b>	<b>227,111.23</b>	<b>790,888.77</b>
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE</b>						
<a href="#">01-10-8501</a>	GARBAGE FEES/RESIDENTIAL	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-10-8503</a>	POOL MEMBERSHIP FEES	20,000.00	20,000.00	0.00	0.00	20,000.00
<a href="#">01-10-8504</a>	SWIM LESSON	4,000.00	4,000.00	0.00	0.00	4,000.00
<a href="#">01-10-8505</a>	POOL RENTALS	4,000.00	4,000.00	0.00	0.00	4,000.00
<a href="#">01-10-8506</a>	REC PROGRAMS	1,000.00	1,000.00	720.00	800.00	200.00
<a href="#">01-10-8507</a>	AMBULANCE SERVICE FEES	200,000.00	200,000.00	17,460.00	57,695.82	142,304.18
<a href="#">01-10-8509</a>	PET TAGS	800.00	800.00	65.00	200.00	600.00
<a href="#">01-10-8510</a>	POUND FEES	150.00	150.00	30.00	60.00	90.00
<a href="#">01-10-8511</a>	JERSEY VILLAGE STICKERS	0.00	0.00	11.00	31.00	-31.00
<a href="#">01-10-8512</a>	RENTAL FEE	40,000.00	40,000.00	350.00	410.00	39,590.00
<a href="#">01-10-8513</a>	CHILD SAFETY FEE-COUNTY	8,000.00	8,000.00	662.01	2,257.58	5,742.42
<a href="#">01-10-8514</a>	FOOD & BEVERAGE FEES	1,000.00	1,000.00	0.00	30.00	970.00
<a href="#">01-10-8516</a>	FARMER'S MARKET FEES	7,200.00	7,200.00	0.00	1,195.00	6,005.00
<a href="#">01-10-8517</a>	PARK RENTALS	750.00	750.00	0.00	175.00	575.00
<a href="#">01-10-8999</a>	PLAN CHECKING AND PLAT REVIEW	25,000.00	25,000.00	5,996.86	25,246.32	-246.32
<b>Category: 85 - FEE &amp; CHARGES FOR SERVICE Total:</b>		<b>312,900.00</b>	<b>312,900.00</b>	<b>25,294.87</b>	<b>88,100.72</b>	<b>224,799.28</b>
<b>Category: 90 - LICENSES &amp; PERMITS</b>						
<a href="#">01-10-9001</a>	BUILDING PERMITS	100,000.00	100,000.00	2,920.73	22,417.28	77,582.72
<a href="#">01-10-9002</a>	PLUMBING PERMITS	10,000.00	10,000.00	710.00	2,210.00	7,790.00
<a href="#">01-10-9003</a>	ELECTRICAL PERMITS	18,000.00	18,000.00	905.00	4,300.00	13,700.00
<a href="#">01-10-9004</a>	MECHANICAL PERMITS	8,000.00	8,000.00	608.00	1,544.00	6,456.00
<a href="#">01-10-9006</a>	SIGN PERMITS	8,000.00	8,000.00	2,486.85	3,630.10	4,369.90
<a href="#">01-10-9007</a>	LIQUOR LICENSES	6,000.00	6,000.00	60.00	1,100.00	4,900.00
<a href="#">01-10-9009</a>	ELECTRICAL LICENSES	500.00	500.00	0.00	0.00	500.00

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<a href="#">01-10-9012</a>	BURGLAR/FIRE ALARM PERMIT	12,000.00	12,000.00	-536.00	539.00	11,461.00
<a href="#">01-10-9013</a>	FIRE MARSHAL PERM FEES	500.00	500.00	0.00	0.00	500.00
<a href="#">01-10-9015</a>	OPERATIONAL HARZADOUS PERM	100.00	100.00	0.00	0.00	100.00
<a href="#">01-10-9016</a>	HOTEL/MOTEL LICENSE PERMITS	1,000.00	1,000.00	500.00	500.00	500.00
	<b>Category: 90 - LICENSES &amp; PERMITS Total:</b>	<b>164,100.00</b>	<b>164,100.00</b>	<b>7,654.58</b>	<b>36,240.38</b>	<b>127,859.62</b>
	<b>Category: 96 - INTEREST EARNED</b>					
<a href="#">01-10-9601</a>	INTEREST EARNED	350,000.00	350,000.00	12,680.12	41,526.38	308,473.62
	<b>Category: 96 - INTEREST EARNED Total:</b>	<b>350,000.00</b>	<b>350,000.00</b>	<b>12,680.12</b>	<b>41,526.38</b>	<b>308,473.62</b>
	<b>Category: 97 - INTERFUND ACTIVITY</b>					
<a href="#">01-10-9750</a>	CRIME CONTROL DISTRICT REIMB.	1,342,587.00	1,342,587.00	0.00	0.00	1,342,587.00
<a href="#">01-10-9752</a>	TRANSFER FROM UTLY FUND	570,000.00	570,000.00	0.00	0.00	570,000.00
<a href="#">01-10-9753</a>	COURT SECURITY & TECH REIMB.	47,400.00	47,400.00	0.00	0.00	47,400.00
<a href="#">01-10-9754</a>	TRANFER FROM MOTEL TAX FUND	18,000.00	18,000.00	0.00	0.00	18,000.00
	<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>1,977,987.00</b>	<b>1,977,987.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,977,987.00</b>
	<b>Category: 98 - MISCELLANEOUS REVENUE</b>					
<a href="#">01-10-9802</a>	SALE OF ASSETS	191,165.00	191,165.00	0.00	25,050.00	166,115.00
<a href="#">01-10-9805</a>	DONATIONS--PARK	0.00	0.00	0.00	300.00	-300.00
<a href="#">01-10-9807</a>	DONATIONS - POLICE DEPT.	0.00	0.00	250.00	250.00	-250.00
<a href="#">01-10-9899</a>	MISCELLANEOUS	50,000.00	50,000.00	3,885.93	7,393.40	42,606.60
	<b>Category: 98 - MISCELLANEOUS REVENUE Total:</b>	<b>241,165.00</b>	<b>241,165.00</b>	<b>4,135.93</b>	<b>32,993.40</b>	<b>208,171.60</b>
	<b>Category: 99 - OTHER AGENCY REVENUES</b>					
<a href="#">01-10-9903</a>	FEMA EMS GRANTS	0.00	0.00	13,927.50	13,927.50	-13,927.50
<a href="#">01-10-9905</a>	AMBULANCE FEES STATE GRANT	200,000.00	200,000.00	0.00	29,466.04	170,533.96
	<b>Category: 99 - OTHER AGENCY REVENUES Total:</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>13,927.50</b>	<b>43,393.54</b>	<b>156,606.46</b>
	<b>Department: 10 - 10 Total:</b>	<b>16,972,152.00</b>	<b>16,972,152.00</b>	<b>1,866,715.20</b>	<b>3,526,826.41</b>	<b>13,445,325.59</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 11 - ADMINISTRATIVE SERVICE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-11-3001</a>	SALARIES	376,938.00	376,938.00	29,691.02	101,075.14	275,862.86
<a href="#">01-11-3002</a>	WAGES	27,040.00	27,040.00	156.00	156.00	26,884.00
<a href="#">01-11-3003</a>	LONGEVITY	864.00	864.00	55.38	191.85	672.15
<a href="#">01-11-3010</a>	INCENTIVES	6,800.00	6,800.00	138.46	479.67	6,320.33
<a href="#">01-11-3020</a>	EMPLOYEE AWARDS/BONUS	6,700.00	6,700.00	0.00	545.00	6,155.00
<a href="#">01-11-3051</a>	FICA/MEDICARE TAXES	31,988.00	31,988.00	1,179.04	4,857.61	27,130.39
<a href="#">01-11-3052</a>	WORKMEN'S COMPENSATION	11,627.00	11,627.00	0.00	7,970.26	3,656.74
<a href="#">01-11-3053</a>	UNEMPLOYMENT COMPENSATION	583.00	583.00	5.41	20.32	562.68
<a href="#">01-11-3054</a>	RETIREMENT	56,328.00	56,328.00	4,449.84	15,194.13	41,133.87
<a href="#">01-11-3055</a>	HEALTH INSURANCE	39,325.00	39,325.00	3,025.04	10,487.82	28,837.18
<a href="#">01-11-3056</a>	LIFE INS	211.00	211.00	-117.06	-175.48	386.48
<a href="#">01-11-3057</a>	DENTAL INSURANCE	2,532.00	2,532.00	213.22	738.66	1,793.34
<a href="#">01-11-3058</a>	LONG-TERM DISABILITY	1,622.00	1,622.00	1.26	183.75	1,438.25
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>562,558.00</b>	<b>562,558.00</b>	<b>38,797.61</b>	<b>141,724.73</b>	<b>420,833.27</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-11-3502</a>	POSTAGE/FREIGHT/DEL. FEE	150.00	150.00	0.00	0.00	150.00
<a href="#">01-11-3503</a>	OFFICE SUPPLIES	4,000.00	4,000.00	0.00	50.00	3,950.00
<a href="#">01-11-3510</a>	BOOKS & PERIODICALS	200.00	200.00	0.00	125.00	75.00
<a href="#">01-11-3520</a>	FOOD	10,000.00	10,000.00	388.95	514.30	9,485.70
<b>Category: 35 - SUPPLIES Total:</b>		<b>14,350.00</b>	<b>14,350.00</b>	<b>388.95</b>	<b>689.30</b>	<b>13,660.70</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-11-4501</a>	FURN.,FIXT.,& OFF. MACH.	2,000.00	2,000.00	0.00	0.00	2,000.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-11-5001</a>	MAYOR & COUNCIL EXPENDITURES	4,000.00	4,000.00	0.00	50.00	3,950.00
<a href="#">01-11-5007</a>	RECORDS MANAGEMENT	7,000.00	7,000.00	524.88	524.88	6,475.12
<a href="#">01-11-5012</a>	PRINTING	250.00	250.00	0.00	0.00	250.00
<a href="#">01-11-5014</a>	MEDICAL EXPENSES	10,000.00	10,000.00	357.00	911.00	9,089.00
<a href="#">01-11-5020</a>	COMMUNICATIONS	3,600.00	3,600.00	85.84	310.39	3,289.61
<a href="#">01-11-5025</a>	NEWSPAPER NOTICES	9,000.00	9,000.00	325.09	325.09	8,674.91
<a href="#">01-11-5026</a>	CODIFICATIONS	7,400.00	7,400.00	0.00	1,003.96	6,396.04
<a href="#">01-11-5027</a>	MEMBERSHIPS/SUBSCRIPTIONS	6,000.00	6,000.00	920.46	948.46	5,051.54
<a href="#">01-11-5028</a>	TEXAS LEGISLATIVE SERVICES	0.00	1.00	0.00	0.00	1.00
<a href="#">01-11-5029</a>	TRAVEL/TRAINING	19,000.00	19,000.00	0.00	1,617.56	17,382.44
<a href="#">01-11-5030</a>	CAR ALLOWANCE	6,500.00	6,500.00	0.00	250.00	6,250.00
<a href="#">01-11-5041</a>	NEWSLETTER	9,500.00	9,500.00	930.00	930.00	8,570.00
<b>Category: 50 - SERVICES Total:</b>		<b>82,250.00</b>	<b>82,251.00</b>	<b>3,143.27</b>	<b>6,871.34</b>	<b>75,379.66</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-11-5401</a>	ELECTION EXPENSE	7,000.00	7,000.00	0.00	0.00	7,000.00
<b>Category: 54 - SUNDRY Total:</b>		<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">01-11-6005</a>	NOTARY SURETY BONDS	300.00	300.00	0.00	0.00	300.00
<b>Category: 60 - OTHER SERVICES Total:</b>		<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-11-9772</a>	TECHNOLOGY USER FEE	4,250.00	4,250.00	0.00	0.00	4,250.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>4,250.00</b>	<b>4,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,250.00</b>
<b>Department: 11 - ADMINISTRATIVE SERVICE Total:</b>		<b>672,708.00</b>	<b>672,709.00</b>	<b>42,329.83</b>	<b>149,285.37</b>	<b>523,423.63</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Department: 12 - LEGAL/OTHER SERVICES</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-12-3052</a>	WORKMEN'S COMPENSATION	250.00	250.00	0.00	205.86	44.14
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>205.86</b>	<b>44.14</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-12-5023</a>	GRANTS AND INCENTIVES	2,172,000.00	2,172,000.00	0.00	0.00	2,172,000.00
<b>Category: 50 - SERVICES Total:</b>		<b>2,172,000.00</b>	<b>2,172,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,172,000.00</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-12-5502</a>	LEGAL FEES	125,000.00	125,000.00	8,135.66	23,683.24	101,316.76
<a href="#">01-12-5515</a>	CONSULTANT SERVICES	35,000.00	35,000.00	4,050.00	4,050.00	30,950.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>160,000.00</b>	<b>160,000.00</b>	<b>12,185.66</b>	<b>27,733.24</b>	<b>132,266.76</b>
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">01-12-6001</a>	AUTOMOBILE LIABILITY	38,531.00	38,531.00	0.00	45,346.40	-6,815.40
<a href="#">01-12-6003</a>	LIABILITY-FIRE & CASUALTY INSR	69,140.00	69,140.00	0.00	65,435.77	3,704.23
<a href="#">01-12-6005</a>	SURETY BONDS	500.00	500.00	0.00	577.00	-77.00
<a href="#">01-12-6007</a>	INSURANCE/DEDUCTIBLE	0.00	0.00	0.00	-3,276.02	3,276.02
<b>Category: 60 - OTHER SERVICES Total:</b>		<b>108,171.00</b>	<b>108,171.00</b>	<b>0.00</b>	<b>108,083.15</b>	<b>87.85</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-12-9760</a>	TRFR TO CAPITAL IMPROVEMENTS	5,423,765.00	5,423,765.00	0.00	0.00	5,423,765.00
<a href="#">01-12-9761</a>	TRANSFER TO GOLF FUND	663,978.80	663,978.80	0.00	0.00	663,978.80
<a href="#">01-12-9772</a>	TECHNOLOGY USER FEES	500.00	500.00	0.00	0.00	500.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>6,088,243.80</b>	<b>6,088,243.80</b>	<b>0.00</b>	<b>0.00</b>	<b>6,088,243.80</b>
<b>Department: 12 - LEGAL/OTHER SERVICES Total:</b>		<b>8,528,664.80</b>	<b>8,528,664.80</b>	<b>12,185.66</b>	<b>136,022.25</b>	<b>8,392,642.55</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 13 - INFO TECHNOLOGY</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-13-3001</a>	SALARIES	218,311.00	218,311.00	16,924.76	57,440.19	160,870.81
<a href="#">01-13-3002</a>	WAGES	10,230.00	10,230.00	528.00	1,888.86	8,341.14
<a href="#">01-13-3003</a>	LONGEVITY	1,104.00	1,104.00	73.86	243.00	861.00
<a href="#">01-13-3010</a>	INCENTIVES	1,200.00	1,200.00	0.00	0.00	1,200.00
<a href="#">01-13-3051</a>	FICA/MEDICARE TAXES	17,660.00	17,660.00	1,289.70	4,380.63	13,279.37
<a href="#">01-13-3052</a>	WORKMEN'S COMPENSATION	449.00	449.00	0.00	308.11	140.89
<a href="#">01-13-3053</a>	EMPLOYMENT TAXES	583.00	583.00	3.15	12.12	570.88
<a href="#">01-13-3054</a>	RETIREMENT	31,774.00	31,774.00	2,531.08	8,608.42	23,165.58
<a href="#">01-13-3055</a>	HEALTH INSURANCE	32,952.00	32,952.00	2,096.84	7,491.23	25,460.77
<a href="#">01-13-3056</a>	LIFE INS	211.00	211.00	-56.41	-102.61	313.61
<a href="#">01-13-3057</a>	DENTAL INSURANCE	2,532.00	2,532.00	213.22	738.65	1,793.35
<a href="#">01-13-3058</a>	LONG-TERM DISABILITY	927.00	927.00	0.70	128.24	798.76
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>317,933.00</b>	<b>317,933.00</b>	<b>23,604.90</b>	<b>81,136.84</b>	<b>236,796.16</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-13-3502</a>	POSTAGE/FREIGHT	500.00	500.00	14.50	14.50	485.50
<a href="#">01-13-3503</a>	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	250.00
<a href="#">01-13-3509</a>	COMPUTER SUPPLIES	2,200.00	2,200.00	0.00	3.54	2,196.46
<a href="#">01-13-3510</a>	BOOKS & PERIODICALS	100.00	100.00	0.00	0.00	100.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>3,050.00</b>	<b>3,050.00</b>	<b>14.50</b>	<b>18.04</b>	<b>3,031.96</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-13-4501</a>	FURN. FIXTURES. OFF EQUIPMENT	6,314.00	6,314.00	455.48	1,382.18	4,931.82
<a href="#">01-13-4502</a>	COMPUTER EQUIPMENT	9,500.00	9,500.00	196.77	267.87	9,232.13
<a href="#">01-13-4504</a>	SOFTWARE MAINTENANCE	200,555.00	200,555.00	4,117.94	33,917.77	166,637.23
<b>Category: 45 - MAINTENANCE Total:</b>		<b>216,369.00</b>	<b>216,369.00</b>	<b>4,770.19</b>	<b>35,567.82</b>	<b>180,801.18</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-13-5020</a>	COMMUNICATIONS	24,000.00	24,000.00	1,710.92	3,639.95	20,360.05
<a href="#">01-13-5027</a>	MEMBERSHIPS/SUBSCRIPT	1,450.00	1,450.00	0.00	368.50	1,081.50
<a href="#">01-13-5029</a>	TRAVEL/TRAINING	7,600.00	7,600.00	5,528.00	5,528.00	2,072.00
<b>Category: 50 - SERVICES Total:</b>		<b>33,050.00</b>	<b>33,050.00</b>	<b>7,238.92</b>	<b>9,536.45</b>	<b>23,513.55</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-13-5515</a>	CONSULTANT SERVICES	48,800.00	48,800.00	0.00	1,647.00	47,153.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>48,800.00</b>	<b>48,800.00</b>	<b>0.00</b>	<b>1,647.00</b>	<b>47,153.00</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-13-6574</a>	COMPUTER SOFTWARE	0.00	0.00	4,046.50	4,046.50	-4,046.50
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>4,046.50</b>	<b>4,046.50</b>	<b>-4,046.50</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-13-9772</a>	TECHNOLOGY USER FEE	48,842.00	48,842.00	0.00	0.00	48,842.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>48,842.00</b>	<b>48,842.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,842.00</b>
<b>Department: 13 - INFO TECHNOLOGY Total:</b>		<b>668,044.00</b>	<b>668,044.00</b>	<b>39,675.01</b>	<b>131,952.65</b>	<b>536,091.35</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - PURCHASING</b>						
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-14-3502</a>	POSTAGE/FREIGHT	13,000.00	13,000.00	2,027.32	4,132.76	8,867.24
<a href="#">01-14-3503</a>	OFFICE SUPPLIES	5,000.00	5,000.00	528.00	528.00	4,472.00
	<b>Category: 35 - SUPPLIES Total:</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>2,555.32</b>	<b>4,660.76</b>	<b>13,339.24</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-14-5012</a>	PRINTING	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-14-5022</a>	RENTAL OF EQUIPMENT	2,600.00	2,600.00	0.00	0.00	2,600.00
	<b>Category: 50 - SERVICES Total:</b>	<b>3,600.00</b>	<b>3,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,600.00</b>
	<b>Department: 14 - PURCHASING Total:</b>	<b>21,600.00</b>	<b>21,600.00</b>	<b>2,555.32</b>	<b>4,660.76</b>	<b>16,939.24</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 15 - ACCOUNTING SERVICES</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-15-3001</a>	SALARIES	227,352.00	227,352.00	17,649.31	59,964.05	167,387.95
<a href="#">01-15-3003</a>	LONGEVITY	1,488.00	1,488.00	110.78	369.24	1,118.76
<a href="#">01-15-3007</a>	OVERTIME	2,900.00	2,900.00	331.20	786.22	2,113.78
<a href="#">01-15-3010</a>	INCENTIVES	600.00	600.00	46.16	159.91	440.09
<a href="#">01-15-3051</a>	FICA/MEDICARE TAXES	17,552.00	17,552.00	1,317.75	4,389.62	13,162.38
<a href="#">01-15-3052</a>	WORKMEN'S COMPENSATION	446.00	446.00	0.00	306.05	139.95
<a href="#">01-15-3053</a>	EMPLOYMENT TAXES	437.00	437.00	3.27	11.07	425.93
<a href="#">01-15-3054</a>	RETIREMENT	33,045.00	33,045.00	2,700.66	9,131.38	23,913.62
<a href="#">01-15-3055</a>	HEALTH INSURANCE	32,256.00	32,256.00	2,481.22	8,603.88	23,652.12
<a href="#">01-15-3056</a>	LIFE INS	211.00	211.00	-89.70	-134.56	345.56
<a href="#">01-15-3057</a>	DENTAL INSURANCE	2,532.00	2,532.00	213.22	738.66	1,793.34
<a href="#">01-15-3058</a>	LONG-TERM DISABILITY	964.00	964.00	0.74	131.46	832.54
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>319,783.00</b>	<b>319,783.00</b>	<b>24,764.61</b>	<b>84,456.98</b>	<b>235,326.02</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-15-3502</a>	POSTAGE/FREIGHT/DEL.FEE	200.00	200.00	0.00	0.00	200.00
<a href="#">01-15-3503</a>	OFFICE SUPPLIES	700.00	700.00	427.08	427.08	272.92
<a href="#">01-15-3510</a>	BOOKS & PERIODICALS	50.00	50.00	0.00	0.00	50.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>950.00</b>	<b>950.00</b>	<b>427.08</b>	<b>427.08</b>	<b>522.92</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-15-4501</a>	FURN.FIXT. & OFF.MACH.	150.00	150.00	0.00	0.00	150.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>150.00</b>	<b>150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-15-5012</a>	PRINTING	1,200.00	1,200.00	0.00	0.00	1,200.00
<a href="#">01-15-5020</a>	COMMUNICATIONS	3,000.00	3,000.00	85.83	310.37	2,689.63
<a href="#">01-15-5027</a>	MEMBERSHIPS	400.00	400.00	0.00	45.00	355.00
<a href="#">01-15-5029</a>	TRAVEL/TRAINING	3,500.00	3,500.00	0.00	0.00	3,500.00
<b>Category: 50 - SERVICES Total:</b>		<b>8,100.00</b>	<b>8,100.00</b>	<b>85.83</b>	<b>355.37</b>	<b>7,744.63</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-15-5405</a>	PERMITS & FEES	550.00	550.00	0.00	0.00	550.00
<b>Category: 54 - SUNDRY Total:</b>		<b>550.00</b>	<b>550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>550.00</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-15-5501</a>	AUDITS/CONTRACTS/STUDIES	27,000.00	27,000.00	321.28	757.04	26,242.96
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>27,000.00</b>	<b>27,000.00</b>	<b>321.28</b>	<b>757.04</b>	<b>26,242.96</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-15-9772</a>	TECHNOLOGY USER FEE	1,700.00	1,700.00	0.00	0.00	1,700.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>1,700.00</b>	<b>1,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,700.00</b>
<b>Department: 15 - ACCOUNTING SERVICES Total:</b>		<b>358,233.00</b>	<b>358,233.00</b>	<b>25,598.80</b>	<b>85,996.47</b>	<b>272,236.53</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 16 - CUSTOMER SERVICE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-16-3001</a>	SALARIES	37,011.00	37,011.00	2,793.60	9,677.83	27,333.17
<a href="#">01-16-3003</a>	LONGEVITY	528.00	528.00	36.92	127.90	400.10
<a href="#">01-16-3007</a>	OVERTIME	100.00	100.00	0.00	0.00	100.00
<a href="#">01-16-3010</a>	INCENTIVES	1,080.00	1,080.00	83.08	287.81	792.19
<a href="#">01-16-3051</a>	FICA/MEDICARE TAXES	2,962.00	2,962.00	199.32	690.50	2,271.50
<a href="#">01-16-3052</a>	WORKMEN'S COMPENSATION	75.00	75.00	0.00	51.47	23.53
<a href="#">01-16-3053</a>	EMPLOYMENT TAXES	146.00	146.00	0.52	1.80	144.20
<a href="#">01-16-3054</a>	RETIREMENT	5,577.00	5,577.00	433.84	1,502.95	4,074.05
<a href="#">01-16-3055</a>	HEALTH INSURANCE	13,335.00	13,335.00	1,025.80	3,556.40	9,778.60
<a href="#">01-16-3056</a>	LIFE INS	70.00	70.00	-39.90	-59.80	129.80
<a href="#">01-16-3057</a>	DENTAL INSURANCE	452.00	452.00	89.24	309.15	142.85
<a href="#">01-16-3058</a>	LONG-TERM DISABILITY	162.00	162.00	0.12	24.38	137.62
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>61,498.00</b>	<b>61,498.00</b>	<b>4,622.54</b>	<b>16,170.39</b>	<b>45,327.61</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-16-3503</a>	OFFICE SUPPLIES	500.00	500.00	2.92	2.92	497.08
<b>Category: 35 - SUPPLIES Total:</b>		<b>500.00</b>	<b>500.00</b>	<b>2.92</b>	<b>2.92</b>	<b>497.08</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-16-4501</a>	FURN., FIX, & OFF MACH EQ	400.00	400.00	0.00	0.00	400.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>400.00</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-16-5020</a>	COMMUNICATIONS	3,000.00	3,000.00	85.83	264.21	2,735.79
<b>Category: 50 - SERVICES Total:</b>		<b>3,000.00</b>	<b>3,000.00</b>	<b>85.83</b>	<b>264.21</b>	<b>2,735.79</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-16-5527</a>	HARRIS CTY APPRAISAL DIST	61,000.00	61,000.00	0.00	13,974.00	47,026.00
<a href="#">01-16-5528</a>	HARRIS CTY TAX OFFICE	7,000.00	7,000.00	3,879.65	4,511.13	2,488.87
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>68,000.00</b>	<b>68,000.00</b>	<b>3,879.65</b>	<b>18,485.13</b>	<b>49,514.87</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-16-9772</a>	TECHNOLOGY USER FEE	250.00	250.00	0.00	0.00	250.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>
<b>Department: 16 - CUSTOMER SERVICE Total:</b>		<b>133,648.00</b>	<b>133,648.00</b>	<b>8,590.94</b>	<b>34,922.65</b>	<b>98,725.35</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 19 - MUNICIPAL COURT</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-19-3001</a>	SALARIES	232,641.00	232,641.00	14,991.16	44,892.10	187,748.90
<a href="#">01-19-3003</a>	LONGEVITY	960.00	960.00	66.48	228.46	731.54
<a href="#">01-19-3007</a>	OVERTIME	5,000.00	5,000.00	0.00	962.84	4,037.16
<a href="#">01-19-3010</a>	INCENTIVES	2,760.00	2,760.00	258.48	781.70	1,978.30
<a href="#">01-19-3051</a>	FICA/MEDICARE TAXES	18,464.00	18,464.00	1,219.92	3,707.91	14,756.09
<a href="#">01-19-3052</a>	WORKMEN'S COMPENSATION	469.00	469.00	0.00	321.83	147.17
<a href="#">01-19-3053</a>	EMPLOYMENT TAXES	583.00	583.00	3.00	9.14	573.86
<a href="#">01-19-3054</a>	RETIREMENT	34,762.00	34,762.00	2,466.70	7,536.60	27,225.40
<a href="#">01-19-3055</a>	HEALTH INSURANCE	51,284.00	51,284.00	3,409.42	11,822.17	39,461.83
<a href="#">01-19-3056</a>	LIFE INS	281.00	281.00	-136.39	-195.38	476.38
<a href="#">01-19-3057</a>	DENTAL INSURANCE	2,984.00	2,984.00	213.22	738.66	2,245.34
<a href="#">01-19-3058</a>	LONG-TERM DISABILITY	895.00	895.00	0.68	104.38	790.62
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>351,083.00</b>	<b>351,083.00</b>	<b>22,492.67</b>	<b>70,910.41</b>	<b>280,172.59</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-19-3503</a>	OFFICE SUPPLIES	2,000.00	2,000.00	0.00	396.18	1,603.82
<a href="#">01-19-3510</a>	BOOKS & PERIODICALS	200.00	200.00	0.00	0.00	200.00
<a href="#">01-19-3523</a>	TOOLS/EQUIPMENT	100.00	100.00	0.00	0.00	100.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>2,300.00</b>	<b>2,300.00</b>	<b>0.00</b>	<b>396.18</b>	<b>1,903.82</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-19-4501</a>	FURN., FIXT. & OFF. MACH.	500.00	500.00	0.00	0.00	500.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-19-5012</a>	PRINTING	4,000.00	4,000.00	0.00	0.00	4,000.00
<a href="#">01-19-5020</a>	COMMUNICATIONS	2,000.00	2,000.00	85.83	264.21	1,735.79
<a href="#">01-19-5027</a>	MEMBERSHIPS	300.00	300.00	220.00	220.00	80.00
<a href="#">01-19-5029</a>	TRAVEL/TRAINING	3,500.00	3,500.00	50.00	50.00	3,450.00
<b>Category: 50 - SERVICES Total:</b>		<b>9,800.00</b>	<b>9,800.00</b>	<b>355.83</b>	<b>534.21</b>	<b>9,265.79</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-19-5404</a>	JURY EXPENSE	800.00	800.00	0.00	0.00	800.00
<a href="#">01-19-5405</a>	CREDIT CARD FEES	0.00	0.00	100.00	100.00	-100.00
<b>Category: 54 - SUNDRY Total:</b>		<b>800.00</b>	<b>800.00</b>	<b>100.00</b>	<b>100.00</b>	<b>700.00</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-19-5505</a>	JUDGES	55,000.00	55,000.00	3,450.00	6,500.00	48,500.00
<a href="#">01-19-5506</a>	PROSECUTORS	35,000.00	35,000.00	1,500.00	3,000.00	32,000.00
<a href="#">01-19-5516</a>	COLLECTION AGENCY FEES	2,950.00	2,950.00	0.00	277.50	2,672.50
<a href="#">01-19-5518</a>	INTERPRETERS	500.00	500.00	0.00	0.00	500.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>93,450.00</b>	<b>93,450.00</b>	<b>4,950.00</b>	<b>9,777.50</b>	<b>83,672.50</b>
<b>Department: 19 - MUNICIPAL COURT Total:</b>		<b>457,933.00</b>	<b>457,933.00</b>	<b>27,898.50</b>	<b>81,718.30</b>	<b>376,214.70</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 21 - POLICE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-21-3001</a>	SALARIES	2,092,614.00	2,049,974.00	154,677.79	528,244.51	1,521,729.49
<a href="#">01-21-3003</a>	LONGEVITY	8,496.00	8,496.00	500.34	1,780.88	6,715.12
<a href="#">01-21-3007</a>	OVERTIME	82,000.00	82,000.00	15,942.40	29,023.78	52,976.22
<a href="#">01-21-3010</a>	INCENTIVES	35,759.00	35,759.00	2,519.88	8,568.40	27,190.60
<a href="#">01-21-3014</a>	S.T.E.P. PROGRAM	100,000.00	100,000.00	7,760.53	27,394.42	72,605.58
<a href="#">01-21-3051</a>	FICA/MEDICARE TAXES	177,393.00	174,193.00	13,374.47	43,764.56	130,428.44
<a href="#">01-21-3052</a>	WORKMEN'S COMPENSATION	44,631.00	44,631.00	0.00	28,453.48	16,177.52
<a href="#">01-21-3053</a>	EMPLOYMENT TAXES	4,520.00	4,520.00	25.29	112.39	4,407.61
<a href="#">01-21-3054</a>	RETIREMENT	330,518.00	324,518.00	26,710.00	87,634.18	236,883.82
<a href="#">01-21-3055</a>	HEALTH INSURANCE	346,627.00	346,627.00	23,209.18	79,962.73	266,664.27
<a href="#">01-21-3056</a>	LIFE INS	2,106.00	2,106.00	-800.68	-1,229.60	3,335.60
<a href="#">01-21-3057</a>	DENTAL INSURANCE	22,966.00	22,966.00	1,666.24	5,829.45	17,136.55
<a href="#">01-21-3058</a>	LONG-TERM DISABILITY	8,882.00	8,882.00	6.45	1,113.82	7,768.18
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>3,256,512.00</b>	<b>3,204,672.00</b>	<b>245,591.89</b>	<b>840,653.00</b>	<b>2,364,019.00</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-21-3502</a>	POSTAGE/FREIGHT/DEL. FEE	100.00	100.00	52.00	70.15	29.85
<a href="#">01-21-3503</a>	OFFICE SUPPLIES	7,900.00	7,900.00	152.72	2,700.97	5,199.03
<a href="#">01-21-3504</a>	WEARING APPAREL	18,474.00	18,474.00	1,081.04	3,340.92	15,133.08
<a href="#">01-21-3505</a>	CRIME PREVENTION SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">01-21-3510</a>	BOOKS AND PERIODICALS	2,550.00	2,550.00	1,718.00	1,718.00	832.00
<a href="#">01-21-3515</a>	MEDICAL SUPPLIES	2,000.00	2,000.00	0.00	263.00	1,737.00
<a href="#">01-21-3519</a>	AMMUNITION AND TARGETS	6,000.00	6,000.00	0.00	4,279.34	1,720.66
<a href="#">01-21-3520</a>	FOOD	2,400.00	2,400.00	0.00	323.94	2,076.06
<a href="#">01-21-3523</a>	TOOLS/EQUIPMENT	15,000.00	15,000.00	3,192.00	3,291.99	11,708.01
<a href="#">01-21-3534</a>	PARTS AND MATERIALS	500.00	500.00	0.00	0.00	500.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>56,924.00</b>	<b>56,924.00</b>	<b>6,195.76</b>	<b>15,988.31</b>	<b>40,935.69</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-21-4501</a>	FURN. FIXT. & OFF. MACH.	5,597.00	5,597.00	205.02	626.05	4,970.95
<a href="#">01-21-4503</a>	RADIO AND RADAR EQUIPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00
<a href="#">01-21-4510</a>	VEHICLE CLEANING	2,000.00	2,000.00	0.00	16.00	1,984.00
<a href="#">01-21-4599</a>	MISCELLANEOUS EQUIPMENT	12,400.00	12,400.00	87.75	450.20	11,949.80
<b>Category: 45 - MAINTENANCE Total:</b>		<b>22,497.00</b>	<b>22,497.00</b>	<b>292.77</b>	<b>1,092.25</b>	<b>21,404.75</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-21-5012</a>	PRINTING	2,000.00	2,000.00	174.74	174.74	1,825.26
<a href="#">01-21-5015</a>	LAB TESTS	2,400.00	2,400.00	0.00	-678.00	3,078.00
<a href="#">01-21-5020</a>	COMMUNICATIONS	8,000.00	8,000.00	268.66	926.05	7,073.95
<a href="#">01-21-5022</a>	RENTAL OF EQUIPMENT	20,000.00	20,000.00	702.75	1,405.50	18,594.50
<a href="#">01-21-5025</a>	PUBLIC NOTICES	250.00	250.00	0.00	0.00	250.00
<a href="#">01-21-5027</a>	MEMBERSHIPS	1,400.00	1,400.00	0.00	40.00	1,360.00
<a href="#">01-21-5029</a>	TRAVEL/TRAINING	20,000.00	20,000.00	-139.54	2,237.04	17,762.96
<b>Category: 50 - SERVICES Total:</b>		<b>54,050.00</b>	<b>54,050.00</b>	<b>1,006.61</b>	<b>4,105.33</b>	<b>49,944.67</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-21-5402</a>	JAIL EXPENSE	4,000.00	4,000.00	109.63	508.69	3,491.31
<b>Category: 54 - SUNDRY Total:</b>		<b>4,000.00</b>	<b>4,000.00</b>	<b>109.63</b>	<b>508.69</b>	<b>3,491.31</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-21-5515</a>	CONSULTANT SERVICES	1,800.00	53,640.00	21,072.22	22,583.22	31,056.78
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>1,800.00</b>	<b>53,640.00</b>	<b>21,072.22</b>	<b>22,583.22</b>	<b>31,056.78</b>
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">01-21-6003</a>	LIABILITY-FIRE & CASUALTY INSR	21,400.00	21,400.00	0.00	14,528.00	6,872.00
<a href="#">01-21-6005</a>	NOTARY SURETY BONDS	340.00	340.00	0.00	0.00	340.00
<b>Category: 60 - OTHER SERVICES Total:</b>		<b>21,740.00</b>	<b>21,740.00</b>	<b>0.00</b>	<b>14,528.00</b>	<b>7,212.00</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-21-6572</a>	SPECIAL EQUIPMENT-	39,972.56	39,972.56	0.00	25,372.56	14,600.00
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>39,972.56</b>	<b>39,972.56</b>	<b>0.00</b>	<b>25,372.56</b>	<b>14,600.00</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Category: 97 - INTERFUND ACTIVITY</b>					
<a href="#">01-21-9772</a> TECHNOLOGY USER FEE	16,000.00	16,000.00	0.00	0.00	16,000.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,000.00</b>
<b>Department: 21 - POLICE Total:</b>	<b>3,473,495.56</b>	<b>3,473,495.56</b>	<b>274,268.88</b>	<b>924,831.36</b>	<b>2,548,664.20</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 23 - COMMUNICATIONS</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-23-3001</a>	SALARIES	420,218.00	420,218.00	32,387.56	108,197.67	312,020.33
<a href="#">01-23-3002</a>	WAGES	30,750.00	30,750.00	0.00	0.00	30,750.00
<a href="#">01-23-3003</a>	LONGEVITY	1,440.00	1,440.00	81.24	272.32	1,167.68
<a href="#">01-23-3007</a>	OVERTIME	50,000.00	50,000.00	5,921.97	17,320.28	32,679.72
<a href="#">01-23-3010</a>	INCENTIVES	8,639.00	8,639.00	664.56	2,302.23	6,336.77
<a href="#">01-23-3051</a>	FICA/MEDICARE TAXES	39,259.00	39,259.00	2,850.90	9,325.02	29,933.98
<a href="#">01-23-3052</a>	WORKMEN'S COMPENSATION	982.00	982.00	0.00	673.85	308.15
<a href="#">01-23-3053</a>	EMPLOYMENT TAXES	1,895.00	1,895.00	6.27	33.41	1,861.59
<a href="#">01-23-3054</a>	RETIREMENT	69,175.00	69,175.00	5,822.23	19,096.83	50,078.17
<a href="#">01-23-3055</a>	HEALTH INSURANCE	84,236.00	84,236.00	6,917.62	23,983.79	60,252.21
<a href="#">01-23-3056</a>	LIFE INS	632.00	632.00	-242.65	-346.12	978.12
<a href="#">01-23-3057</a>	DENTAL INSURANCE	5,064.00	5,064.00	461.18	1,597.66	3,466.34
<a href="#">01-23-3058</a>	LONG-TERM DISABILITY	1,807.00	1,807.00	1.37	263.42	1,543.58
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>714,097.00</b>	<b>714,097.00</b>	<b>54,872.25</b>	<b>182,720.36</b>	<b>531,376.64</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-23-3502</a>	POSTAGE	100.00	100.00	0.00	0.00	100.00
<a href="#">01-23-3503</a>	OFFICE SUPPLIES	6,390.00	6,390.00	0.00	0.00	6,390.00
<a href="#">01-23-3504</a>	WEARING APPAREL	3,475.00	3,475.00	473.00	773.00	2,702.00
<a href="#">01-23-3510</a>	BOOKS AND PERIODICALS	400.00	400.00	0.00	0.00	400.00
<a href="#">01-23-3523</a>	TOOLS/EQUIPMENT	3,000.00	3,000.00	306.54	306.54	2,693.46
<b>Category: 35 - SUPPLIES Total:</b>		<b>13,365.00</b>	<b>13,365.00</b>	<b>779.54</b>	<b>1,079.54</b>	<b>12,285.46</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-23-4501</a>	FURN.FIXT. & OFF.MACH.	6,800.00	6,800.00	0.00	0.00	6,800.00
<a href="#">01-23-4503</a>	RADIO AND RADAR EQUIPMENT	1,250.00	1,250.00	0.00	0.00	1,250.00
<a href="#">01-23-4505</a>	TELEPHONE MAINTENANCE	13,400.00	13,400.00	0.00	0.00	13,400.00
<a href="#">01-23-4599</a>	MISCELLANEOUS EQUIPMENT	600.00	600.00	0.00	83.48	516.52
<b>Category: 45 - MAINTENANCE Total:</b>		<b>22,050.00</b>	<b>22,050.00</b>	<b>0.00</b>	<b>83.48</b>	<b>21,966.52</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-23-5012</a>	PRINTING	100.00	100.00	0.00	42.63	57.37
<a href="#">01-23-5020</a>	COMMUNICATIONS	3,000.00	3,000.00	131.99	424.11	2,575.89
<a href="#">01-23-5024</a>	RADIO USAGE FEES	2,000.00	2,000.00	89.00	178.00	1,822.00
<a href="#">01-23-5027</a>	MEMBERSHIPS	1,200.00	1,200.00	0.00	521.00	679.00
<a href="#">01-23-5029</a>	TRAVEL/TRAINING	6,000.00	6,000.00	30.00	1,343.19	4,656.81
<b>Category: 50 - SERVICES Total:</b>		<b>12,300.00</b>	<b>12,300.00</b>	<b>250.99</b>	<b>2,508.93</b>	<b>9,791.07</b>
<b>Category: 60 - OTHER SERVICES</b>						
<a href="#">01-23-6005</a>	SURETY BONDS	600.00	600.00	0.00	0.00	600.00
<b>Category: 60 - OTHER SERVICES Total:</b>		<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>600.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-23-9772</a>	TECHNOLOGY USER FEE	54,950.00	54,950.00	0.00	0.00	54,950.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>54,950.00</b>	<b>54,950.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,950.00</b>
<b>Department: 23 - COMMUNICATIONS Total:</b>		<b>817,362.00</b>	<b>817,362.00</b>	<b>55,902.78</b>	<b>186,392.31</b>	<b>630,969.69</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 25 - FIRE DEPARTMENT</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-25-3001</a>	SALARIES	581,864.00	581,864.00	59,100.80	166,180.22	415,683.78
<a href="#">01-25-3002</a>	WAGES	57,751.00	57,751.00	2,953.77	14,582.00	43,169.00
<a href="#">01-25-3003</a>	LONGEVITY	3,264.00	3,264.00	238.17	816.83	2,447.17
<a href="#">01-25-3007</a>	OVERTIME	40,000.00	40,000.00	5,143.67	15,290.81	24,709.19
<a href="#">01-25-3009</a>	VOLUNTEERS STIPEND	44,000.00	44,000.00	2,081.00	7,266.79	36,733.21
<a href="#">01-25-3010</a>	INCENTIVES	8,280.00	8,280.00	498.42	1,726.67	6,553.33
<a href="#">01-25-3051</a>	FICA/MEDICARE TAXES	56,240.00	56,240.00	5,150.47	15,054.89	41,185.11
<a href="#">01-25-3052</a>	WORKMEN'S COMPENSATION	29,010.00	29,010.00	0.00	19,906.80	9,103.20
<a href="#">01-25-3053</a>	EMPLOYMENT TAXES	1,604.00	1,604.00	8.52	54.07	1,549.93
<a href="#">01-25-3054</a>	RETIREMENT	90,795.00	90,795.00	9,675.69	27,410.07	63,384.93
<a href="#">01-25-3055</a>	HEALTH INSURANCE	127,396.00	127,396.00	8,871.62	29,750.65	97,645.35
<a href="#">01-25-3056</a>	LIFE INS	561.00	561.00	-351.26	-488.97	1,049.97
<a href="#">01-25-3057</a>	DENTAL INSURANCE	7,732.00	7,732.00	604.92	2,033.63	5,698.37
<a href="#">01-25-3058</a>	LONG-TERM DISABILITY	2,480.00	2,480.00	2.46	334.18	2,145.82
<a href="#">01-25-3059</a>	FIREFIGHTERS' RETIREMENT	26,000.00	26,000.00	0.00	21,120.00	4,880.00
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>1,076,977.00</b>	<b>1,076,977.00</b>	<b>93,978.25</b>	<b>321,038.64</b>	<b>755,938.36</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-25-3502</a>	SHIPPING/FREIGHT CHARGES	500.00	500.00	0.00	0.00	500.00
<a href="#">01-25-3503</a>	OFFICE SUPPLIES	6,999.00	6,999.00	282.61	374.42	6,624.58
<a href="#">01-25-3504</a>	WEARING APPAREL	46,350.00	46,350.00	0.00	1,573.61	44,776.39
<a href="#">01-25-3505</a>	FIRE PREVENTION MATERIALS	2,900.00	2,900.00	0.00	0.00	2,900.00
<a href="#">01-25-3508</a>	FILM AND CAMERA SUPPLIES	50.00	50.00	0.00	0.00	50.00
<a href="#">01-25-3510</a>	BOOKS AND PERIODICALS	1,150.00	1,150.00	0.00	0.00	1,150.00
<a href="#">01-25-3515</a>	MEDICAL SUPPLIES	24,000.00	24,000.00	2,570.54	7,672.28	16,327.72
<a href="#">01-25-3517</a>	JANITORIAL SUPPLIES	1,400.00	1,400.00	27.96	27.96	1,372.04
<a href="#">01-25-3520</a>	FOOD	8,999.00	8,999.00	254.20	1,000.20	7,998.80
<a href="#">01-25-3523</a>	TOOLS/EQUIPMENT	61,000.00	61,000.00	4,287.72	7,981.03	53,018.97
<b>Category: 35 - SUPPLIES Total:</b>		<b>153,348.00</b>	<b>153,348.00</b>	<b>7,423.03</b>	<b>18,629.50</b>	<b>134,718.50</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-25-4501</a>	FURN, FIXT, & OFFICE EQPT.	4,700.00	4,700.00	122.49	555.19	4,144.81
<a href="#">01-25-4503</a>	RADIO AND RADAR EQUIPMENT	2,500.00	2,500.00	2,500.00	2,500.00	0.00
<a href="#">01-25-4599</a>	MAINTENANCE-MISC EQUIPMENT	34,749.00	34,749.00	21.26	1,641.26	33,107.74
<b>Category: 45 - MAINTENANCE Total:</b>		<b>41,949.00</b>	<b>41,949.00</b>	<b>2,643.75</b>	<b>4,696.45</b>	<b>37,252.55</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-25-5012</a>	PRINTING	750.00	750.00	0.00	105.00	645.00
<a href="#">01-25-5014</a>	MEDICAL EXPENSES	30,035.00	30,035.00	0.00	0.00	30,035.00
<a href="#">01-25-5020</a>	COMMUNICATIONS	5,000.00	5,000.00	85.83	378.61	4,621.39
<a href="#">01-25-5024</a>	RADIO USAGE FEES	15,000.00	15,000.00	1,874.50	4,049.50	10,950.50
<a href="#">01-25-5027</a>	MEMBERSHIPS	3,115.00	3,115.00	1,400.00	1,700.00	1,415.00
<a href="#">01-25-5029</a>	TRAVEL/TRAINING	20,000.00	20,000.00	347.51	1,079.50	18,920.50
<b>Category: 50 - SERVICES Total:</b>		<b>73,900.00</b>	<b>73,900.00</b>	<b>3,707.84</b>	<b>7,312.61</b>	<b>66,587.39</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-25-5405</a>	LICENSES/PERMITS	1,299.00	1,299.00	0.00	0.00	1,299.00
<b>Category: 54 - SUNDRY Total:</b>		<b>1,299.00</b>	<b>1,299.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,299.00</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-25-5508</a>	MEDICAL AND OTHER WASTE-DISP	1,300.00	1,300.00	54.09	157.39	1,142.61
<a href="#">01-25-5512</a>	ACCIDENT INSURANCE	5,300.00	5,300.00	0.00	0.00	5,300.00
<a href="#">01-25-5516</a>	COLLECTION AGENCY FEES	121,000.00	121,000.00	5,361.07	5,918.38	115,081.62
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>127,600.00</b>	<b>127,600.00</b>	<b>5,415.16</b>	<b>6,075.77</b>	<b>121,524.23</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-25-9772</a>	TECHNOLOGY USER FEE	96,623.00	96,623.00	0.00	0.00	96,623.00
<a href="#">01-25-9781</a>	EQUIP. PURCHASE CONTRIBUTION	45,215.00	45,215.00	0.00	0.00	45,215.00
<a href="#">01-25-9791</a>	EQUIPMENT USER FEE	338,581.00	338,581.00	0.00	0.00	338,581.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>480,419.00</b>	<b>480,419.00</b>	<b>0.00</b>	<b>0.00</b>	<b>480,419.00</b>
<b>Department: 25 - FIRE DEPARTMENT Total:</b>		<b>1,955,492.00</b>	<b>1,955,492.00</b>	<b>113,168.03</b>	<b>357,752.97</b>	<b>1,597,739.03</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 30 - PUBLIC WORKS</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-30-3001</a>	SALARIES	167,508.00	167,508.00	12,224.12	42,347.84	125,160.16
<a href="#">01-30-3003</a>	LONGEVITY	240.00	240.00	14.76	51.13	188.87
<a href="#">01-30-3007</a>	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-30-3051</a>	FICA/MEDICARE TAXES	12,909.00	12,909.00	920.10	3,187.49	9,721.51
<a href="#">01-30-3052</a>	WORKMEN'S COMPENSATION	2,807.00	2,807.00	0.00	1,926.18	880.82
<a href="#">01-30-3053</a>	EMPLOYMENT TAXES	292.00	292.00	0.62	3.71	288.29
<a href="#">01-30-3054</a>	RETIREMENT	24,304.00	24,304.00	1,822.36	6,313.18	17,990.82
<a href="#">01-30-3055</a>	HEALTH INSURANCE	25,990.00	25,990.00	1,071.04	3,715.87	22,274.13
<a href="#">01-30-3056</a>	LIFE INS	140.00	140.00	-35.39	-43.28	183.28
<a href="#">01-30-3057</a>	DENTAL INSURANCE	1,492.00	1,492.00	69.48	240.70	1,251.30
<a href="#">01-30-3058</a>	LONG-TERM DISABILITY	709.00	709.00	0.52	100.92	608.08
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>237,391.00</b>	<b>237,391.00</b>	<b>16,087.61</b>	<b>57,843.74</b>	<b>179,547.26</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-30-3502</a>	POSTAGE/FREIGHT/DEL. FEE	100.00	100.00	9.95	9.95	90.05
<a href="#">01-30-3503</a>	OFFICE SUPPLIES	1,500.00	1,500.00	43.26	43.26	1,456.74
<a href="#">01-30-3504</a>	WEARING APPAREL	500.00	500.00	0.00	114.00	386.00
<a href="#">01-30-3510</a>	BOOKS AND PERIODICALS	100.00	100.00	0.00	0.00	100.00
<a href="#">01-30-3520</a>	FOOD	2,500.00	2,500.00	102.40	273.86	2,226.14
<b>Category: 35 - SUPPLIES Total:</b>		<b>4,700.00</b>	<b>4,700.00</b>	<b>155.61</b>	<b>441.07</b>	<b>4,258.93</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-30-4501</a>	FURNITURE AND EQUIPMENT	100.00	100.00	0.00	0.00	100.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-30-5012</a>	PRINTING	300.00	300.00	0.00	52.10	247.90
<a href="#">01-30-5020</a>	COMMUNICATIONS	2,000.00	2,000.00	85.83	264.19	1,735.81
<a href="#">01-30-5027</a>	MEMBERSHIPS	350.00	350.00	0.00	0.00	350.00
<a href="#">01-30-5029</a>	TRAVEL/TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00
<b>Category: 50 - SERVICES Total:</b>		<b>4,650.00</b>	<b>4,650.00</b>	<b>85.83</b>	<b>316.29</b>	<b>4,333.71</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-30-5510</a>	ENGINEERING SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00
<a href="#">01-30-5515</a>	CONSULTANT SERVICES	10,000.00	10,000.00	1,200.00	2,775.00	7,225.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>1,200.00</b>	<b>2,775.00</b>	<b>17,225.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-30-9772</a>	TECHNOLOGY USER FEE	1,250.00	1,250.00	0.00	0.00	1,250.00
<a href="#">01-30-9781</a>	EQUIPMENT PURCHASE CONTRIBUTIO	40,800.00	40,800.00	0.00	0.00	40,800.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>42,050.00</b>	<b>42,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42,050.00</b>
<b>Department: 30 - PUBLIC WORKS Total:</b>		<b>308,891.00</b>	<b>308,891.00</b>	<b>17,529.05</b>	<b>61,376.10</b>	<b>247,514.90</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 31 - COMMUNITY DEVELOPMENT</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-31-3001</a>	SALARIES	292,211.00	292,211.00	17,821.20	61,605.73	230,605.27
<a href="#">01-31-3003</a>	LONGEVITY	1,824.00	1,824.00	125.52	434.84	1,389.16
<a href="#">01-31-3007</a>	OVERTIME	1,000.00	1,000.00	182.30	729.20	270.80
<a href="#">01-31-3010</a>	INCENTIVES	480.00	480.00	36.92	127.90	352.10
<a href="#">01-31-3051</a>	FICA/MEDICARE TAXES	22,607.00	22,607.00	1,329.50	4,603.15	18,003.85
<a href="#">01-31-3052</a>	WORKMEN'S COMPENSATION	1,100.00	1,100.00	0.00	754.83	345.17
<a href="#">01-31-3053</a>	EMPLOYMENT TAXES	729.00	729.00	3.29	11.39	717.61
<a href="#">01-31-3054</a>	RETIREMENT	42,562.00	42,562.00	2,718.65	9,413.08	33,148.92
<a href="#">01-31-3055</a>	HEALTH INSURANCE	58,942.00	58,942.00	3,070.28	10,647.29	48,294.71
<a href="#">01-31-3056</a>	LIFE INS	351.00	351.00	-107.63	-161.51	512.51
<a href="#">01-31-3057</a>	DENTAL INSURANCE	3,435.00	3,435.00	193.46	670.20	2,764.80
<a href="#">01-31-3058</a>	LONG-TERM DISABILITY	1,237.00	1,237.00	0.74	153.30	1,083.70
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>426,478.00</b>	<b>426,478.00</b>	<b>25,374.23</b>	<b>88,989.40</b>	<b>337,488.60</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-31-3503</a>	OFFICE SUPPLIES	3,500.00	3,500.00	496.85	791.48	2,708.52
<a href="#">01-31-3504</a>	WEARING APPAREL	900.00	900.00	0.00	161.00	739.00
<a href="#">01-31-3510</a>	BOOKS AND PERIODICALS	1,900.00	1,900.00	0.00	0.00	1,900.00
<a href="#">01-31-3521</a>	ANIMAL SHELTER	6,000.00	6,000.00	0.00	0.00	6,000.00
<a href="#">01-31-3523</a>	TOOLS/EQUIPMENT	300.00	300.00	0.00	0.00	300.00
<b>Category: 35 - SUPPLIES Total:</b>		<b>12,600.00</b>	<b>12,600.00</b>	<b>496.85</b>	<b>952.48</b>	<b>11,647.52</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-31-5008</a>	ABATEMENT/SUBSTANDARD PROPERTY	100.00	100.00	0.00	0.00	100.00
<a href="#">01-31-5012</a>	PRINTING	600.00	600.00	26.05	26.05	573.95
<a href="#">01-31-5020</a>	COMMUNICATIONS	4,500.00	4,500.00	178.13	583.94	3,916.06
<a href="#">01-31-5027</a>	MEMBERSHIPS	900.00	900.00	165.00	225.00	675.00
<a href="#">01-31-5029</a>	TRAVEL/TRAINING	10,000.00	10,000.00	0.00	350.00	9,650.00
<b>Category: 50 - SERVICES Total:</b>		<b>16,100.00</b>	<b>16,100.00</b>	<b>369.18</b>	<b>1,184.99</b>	<b>14,915.01</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-31-5515</a>	CONSULTANT	12,000.00	12,000.00	3,221.00	7,598.50	4,401.50
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>12,000.00</b>	<b>12,000.00</b>	<b>3,221.00</b>	<b>7,598.50</b>	<b>4,401.50</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-31-6571</a>	OFFICE FURNITURE & EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-31-9772</a>	TECHNOLOGY USER FEE	4,500.00	4,500.00	0.00	0.00	4,500.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>4,500.00</b>	<b>4,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,500.00</b>
<b>Department: 31 - COMMUNITY DEVELOPMENT Total:</b>		<b>472,678.00</b>	<b>472,678.00</b>	<b>29,461.26</b>	<b>98,725.37</b>	<b>373,952.63</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 32 - STREETS</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-32-3001</a>	SALARIES	139,763.00	139,763.00	11,309.46	38,100.17	101,662.83
<a href="#">01-32-3003</a>	LONGEVITY	1,440.00	1,440.00	99.70	345.39	1,094.61
<a href="#">01-32-3007</a>	OVERTIME	5,000.00	5,000.00	612.45	3,832.84	1,167.16
<a href="#">01-32-3051</a>	FICA/MEDICARE TAXES	11,184.00	11,184.00	834.30	2,962.15	8,221.85
<a href="#">01-32-3052</a>	WORKMEN'S COMPENSATION	5,658.00	5,658.00	0.00	3,882.55	1,775.45
<a href="#">01-32-3053</a>	EMPLOYMENT TAXES	437.00	437.00	1.54	10.06	426.94
<a href="#">01-32-3054</a>	RETIREMENT	21,057.00	21,057.00	1,790.02	6,302.31	14,754.69
<a href="#">01-32-3055</a>	HEALTH INSURANCE	51,392.00	51,392.00	3,958.90	13,257.83	38,134.17
<a href="#">01-32-3056</a>	LIFE INS	211.00	211.00	-126.16	-279.46	490.46
<a href="#">01-32-3057</a>	DENTAL	3,120.00	3,120.00	268.09	895.79	2,224.21
<a href="#">01-32-3058</a>	LONG-TERM DISABILITY	593.00	593.00	0.48	94.35	498.65
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>239,855.00</b>	<b>239,855.00</b>	<b>18,748.78</b>	<b>69,403.98</b>	<b>170,451.02</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-32-3504</a>	WEARING APPAREL	1,600.00	1,600.00	0.00	421.50	1,178.50
<a href="#">01-32-3523</a>	TOOLS/EQUIPMENT	2,700.00	2,700.00	0.00	92.91	2,607.09
<a href="#">01-32-3534</a>	PARTS AND MATERIALS	98,300.00	98,300.00	4,380.49	5,375.31	92,924.69
<b>Category: 35 - SUPPLIES Total:</b>		<b>102,600.00</b>	<b>102,600.00</b>	<b>4,380.49</b>	<b>5,889.72</b>	<b>96,710.28</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>						
<a href="#">01-32-4002</a>	STREET SIGNS	10,000.00	10,000.00	0.00	0.00	10,000.00
<a href="#">01-32-4003</a>	STREET MAINTENANCE MAT'L	25,000.00	25,000.00	118.45	212.00	24,788.00
<a href="#">01-32-4004</a>	SIDEWALK REPLACEMENT	6,000.00	6,000.00	0.00	0.00	6,000.00
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>		<b>41,000.00</b>	<b>41,000.00</b>	<b>118.45</b>	<b>212.00</b>	<b>40,788.00</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-32-4598</a>	ORNMENTAL STREET LIGHT MAIN	1,000.00	1,000.00	0.00	0.00	1,000.00
<b>Category: 45 - MAINTENANCE Total:</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-32-5016</a>	STREET LIGHTING	195,000.00	195,000.00	0.00	15,425.22	179,574.78
<a href="#">01-32-5020</a>	COMMUNICATIONS	5,900.00	5,900.00	164.47	468.95	5,431.05
<a href="#">01-32-5022</a>	RENTAL OF EQUIPMENT	960.00	960.00	0.00	0.00	960.00
<b>Category: 50 - SERVICES Total:</b>		<b>201,860.00</b>	<b>201,860.00</b>	<b>164.47</b>	<b>15,894.17</b>	<b>185,965.83</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-32-5507</a>	MOSQUITO SPRAYING	16,000.00	16,000.00	0.00	1,140.00	14,860.00
<a href="#">01-32-5515</a>	CONSULTANT SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>26,000.00</b>	<b>26,000.00</b>	<b>0.00</b>	<b>1,140.00</b>	<b>24,860.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-32-9772</a>	TECHNOLOGY USER FEE	625.00	625.00	0.00	0.00	625.00
<a href="#">01-32-9781</a>	EQUIPMENT PURCHASE CONTRIBUTIO	88,130.00	88,130.00	8,068.98	12,543.96	75,586.04
<a href="#">01-32-9791</a>	EQUIPMENT USER FEE	25,000.00	25,000.00	0.00	0.00	25,000.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>113,755.00</b>	<b>113,755.00</b>	<b>8,068.98</b>	<b>12,543.96</b>	<b>101,211.04</b>
<b>Department: 32 - STREETS Total:</b>		<b>726,070.00</b>	<b>726,070.00</b>	<b>31,481.17</b>	<b>105,083.83</b>	<b>620,986.17</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Department: 33 - BUILDING MAINTENANCE</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-33-3001</a>	SALARIES	52,935.00	52,935.00	4,118.14	13,989.61	38,945.39
<a href="#">01-33-3002</a>	WAGES	24,000.00	24,000.00	876.00	876.00	23,124.00
<a href="#">01-33-3003</a>	LONGEVITY	0.00	0.00	3.70	12.82	-12.82
<a href="#">01-33-3007</a>	OVERTIME	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">01-33-3051</a>	FICA/MEDICARE TAXES	6,268.00	6,268.00	373.55	1,107.77	5,160.23
<a href="#">01-33-3052</a>	WORKMEN'S COMPENSATION	1,382.00	1,382.00	0.00	952.45	429.55
<a href="#">01-33-3053</a>	EMPLOYMENT TAXES	146.00	146.00	0.90	2.67	143.33
<a href="#">01-33-3054</a>	RETIREMENT	8,344.00	8,344.00	613.74	2,084.96	6,259.04
<a href="#">01-33-3055</a>	HEALTH INSURANCE	6,962.00	6,962.00	535.52	1,857.93	5,104.07
<a href="#">01-33-3056</a>	LIFE INS	70.00	70.00	-15.23	-22.92	92.92
<a href="#">01-33-3057</a>	DENTAL	452.00	452.00	89.24	309.15	142.85
<a href="#">01-33-3058</a>	LONG-TERM DISABILITY	243.00	243.00	0.18	31.68	211.32
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>105,802.00</b>	<b>105,802.00</b>	<b>6,595.74</b>	<b>21,202.12</b>	<b>84,599.88</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-33-3504</a>	WEARING APPAREL	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-33-3517</a>	JANITORIAL SUPPLIES	8,500.00	8,500.00	320.79	1,620.37	6,879.63
<a href="#">01-33-3523</a>	TOOLS/EQUIPMENT	1,500.00	1,500.00	1,153.04	1,153.04	346.96
<b>Category: 35 - SUPPLIES Total:</b>		<b>11,000.00</b>	<b>11,000.00</b>	<b>1,473.83</b>	<b>2,773.41</b>	<b>8,226.59</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>						
<a href="#">01-33-4001</a>	MAINTENANCE-BLDG & GROUNDS	33,000.00	33,000.00	3,694.88	7,371.14	25,628.86
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>		<b>33,000.00</b>	<b>33,000.00</b>	<b>3,694.88</b>	<b>7,371.14</b>	<b>25,628.86</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-33-5017</a>	UTILITIES	105,000.00	105,000.00	294.40	6,150.51	98,849.49
<a href="#">01-33-5029</a>	TRAVEL AND TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00
<a href="#">01-33-5040</a>	BUILDING MAINT-OUTSOURCING	14,000.00	14,000.00	0.00	1,915.00	12,085.00
<b>Category: 50 - SERVICES Total:</b>		<b>120,500.00</b>	<b>120,500.00</b>	<b>294.40</b>	<b>8,065.51</b>	<b>112,434.49</b>
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-33-5521</a>	PEST CONTROL SERVICES	2,000.00	2,000.00	207.19	207.19	1,792.81
<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>		<b>2,000.00</b>	<b>2,000.00</b>	<b>207.19</b>	<b>207.19</b>	<b>1,792.81</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-33-6580</a>	BLDG & GROUND IMPROVEMENT	65,500.00	65,500.00	0.00	0.00	65,500.00
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>65,500.00</b>	<b>65,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65,500.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-33-9781</a>	EQUIPMENT PURCHASE CONTRIBUTIO	29,310.00	29,310.00	0.00	0.00	29,310.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>29,310.00</b>	<b>29,310.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29,310.00</b>
<b>Department: 33 - BUILDING MAINTENANCE Total:</b>		<b>367,112.00</b>	<b>367,112.00</b>	<b>12,266.04</b>	<b>39,619.37</b>	<b>327,492.63</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
<b>Department: 35 - SOLID WASTE</b>						
<b>Category: 55 - PROFESSIONAL SERVICES</b>						
<a href="#">01-35-5508</a>	SOLID WASTECOLLECTION SERVICES	364,324.00	364,324.00	26,815.12	55,023.90	309,300.10
<a href="#">01-35-5509</a>	STORM CLEAN-UP-DEBRIS REMOVAL	2,900.00	2,900.00	0.00	0.00	2,900.00
<a href="#">01-35-5519</a>	RECYCLING PROGRAM	99,702.00	99,702.00	7,625.52	15,251.04	84,450.96
	<b>Category: 55 - PROFESSIONAL SERVICES Total:</b>	<b>466,926.00</b>	<b>466,926.00</b>	<b>34,440.64</b>	<b>70,274.94</b>	<b>396,651.06</b>
	<b>Department: 35 - SOLID WASTE Total:</b>	<b>466,926.00</b>	<b>466,926.00</b>	<b>34,440.64</b>	<b>70,274.94</b>	<b>396,651.06</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 36 - FLEET SERVICES</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-36-3001</a>	SALARIES	117,614.00	117,614.00	8,766.16	30,368.48	87,245.52
<a href="#">01-36-3003</a>	LONGEVITY	1,152.00	1,152.00	81.22	281.37	870.63
<a href="#">01-36-3007</a>	OVERTIME	5,000.00	5,000.00	828.65	1,379.94	3,620.06
<a href="#">01-36-3010</a>	INCENTIVES	600.00	600.00	46.16	159.91	440.09
<a href="#">01-36-3051</a>	FICA/MEDICARE TAXES	9,514.00	9,514.00	719.55	2,378.71	7,135.29
<a href="#">01-36-3052</a>	WORKMEN'S COMPENSATION	2,246.00	2,246.00	0.00	1,541.22	704.78
<a href="#">01-36-3053</a>	EMPLOYMENT TAXES	292.00	292.00	1.77	5.84	286.16
<a href="#">01-36-3054</a>	RETIREMENT	17,912.00	17,912.00	1,453.83	4,814.49	13,097.51
<a href="#">01-36-3055</a>	HEALTH INSURANCE	18,920.00	18,920.00	1,455.42	5,047.47	13,872.53
<a href="#">01-36-3056</a>	LIFE INS	140.00	140.00	-49.80	-74.76	214.76
<a href="#">01-36-3057</a>	DENTAL	1,492.00	1,492.00	123.98	429.50	1,062.50
<a href="#">01-36-3058</a>	LONG-TERM DISABILITY	485.00	485.00	0.36	76.61	408.39
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>175,367.00</b>	<b>175,367.00</b>	<b>13,427.30</b>	<b>46,408.78</b>	<b>128,958.22</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-36-3503</a>	OFFICE SUPPLIES	1,200.00	1,200.00	110.16	110.16	1,089.84
<a href="#">01-36-3504</a>	WEARING APPAREL	600.00	600.00	129.56	129.56	470.44
<a href="#">01-36-3510</a>	MANUALS AND PERIODICALS	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-36-3514</a>	FUEL AND OIL	135,000.00	135,000.00	7,152.84	23,566.49	111,433.51
<a href="#">01-36-3523</a>	TOOLS/EQUIPMENT	54,400.00	54,400.00	27.99	55.96	54,344.04
<a href="#">01-36-3529</a>	VEHICLE REPAIR PARTS	40,000.00	40,000.00	1,896.05	6,732.19	33,267.81
<a href="#">01-36-3535</a>	SHOP SUPPLIES	5,000.00	5,000.00	209.67	459.91	4,540.09
<b>Category: 35 - SUPPLIES Total:</b>		<b>237,200.00</b>	<b>237,200.00</b>	<b>9,526.27</b>	<b>31,054.27</b>	<b>206,145.73</b>
<b>Category: 45 - MAINTENANCE</b>						
<a href="#">01-36-4520</a>	AUTO REPAIR/OUTSOURCED	65,000.00	65,000.00	5,380.57	10,779.14	54,220.86
<b>Category: 45 - MAINTENANCE Total:</b>		<b>65,000.00</b>	<b>65,000.00</b>	<b>5,380.57</b>	<b>10,779.14</b>	<b>54,220.86</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-36-5020</a>	COMMUNICATIONS	1,500.00	1,500.00	120.18	301.37	1,198.63
<a href="#">01-36-5022</a>	RENTAL EQUIPMENT	360.00	360.00	0.00	0.00	360.00
<a href="#">01-36-5027</a>	MEMBERSHIP	750.00	750.00	0.00	0.00	750.00
<a href="#">01-36-5029</a>	TRAVEL/TRAINING	7,800.00	7,800.00	0.00	84.21	7,715.79
<b>Category: 50 - SERVICES Total:</b>		<b>10,410.00</b>	<b>10,410.00</b>	<b>120.18</b>	<b>385.58</b>	<b>10,024.42</b>
<b>Category: 54 - SUNDRY</b>						
<a href="#">01-36-5405</a>	LICENSES/PERMITS	850.00	850.00	7.66	30.39	819.61
<b>Category: 54 - SUNDRY Total:</b>		<b>850.00</b>	<b>850.00</b>	<b>7.66</b>	<b>30.39</b>	<b>819.61</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-36-6572</a>	SPECIAL EQUIPMENT	7,000.00	7,000.00	0.00	892.02	6,107.98
<a href="#">01-36-6574</a>	COMPUTER SOFTWARE	3,200.00	3,200.00	0.00	0.00	3,200.00
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>10,200.00</b>	<b>10,200.00</b>	<b>0.00</b>	<b>892.02</b>	<b>9,307.98</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-36-9772</a>	TECHNOLOGY USER FEE	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-36-9781</a>	EQUIP. PURCHASE CONTRIBUTION	54,620.00	54,620.00	0.00	0.00	54,620.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>55,620.00</b>	<b>55,620.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55,620.00</b>
<b>Department: 36 - FLEET SERVICES Total:</b>		<b>554,647.00</b>	<b>554,647.00</b>	<b>28,461.98</b>	<b>89,550.18</b>	<b>465,096.82</b>

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<b>Department: 39 - PARKS &amp; RECREATION</b>						
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS</b>						
<a href="#">01-39-3001</a>	SALARIES	461,227.00	461,227.00	34,889.12	124,838.84	336,388.16
<a href="#">01-39-3002</a>	WAGES	59,000.00	59,000.00	1,391.26	4,048.93	54,951.07
<a href="#">01-39-3003</a>	LONGEVITY	3,600.00	3,600.00	258.48	943.71	2,656.29
<a href="#">01-39-3007</a>	OVERTIME	1,800.00	1,800.00	297.12	1,242.11	557.89
<a href="#">01-39-3051</a>	FICA/MEDICARE TAXES	40,210.00	40,210.00	2,644.87	9,418.48	30,791.52
<a href="#">01-39-3052</a>	WORKMEN'S COMPENSATION	8,326.00	8,326.00	0.00	5,713.34	2,612.66
<a href="#">01-39-3053</a>	EMPLOYMENT TAXES	2,358.00	2,358.00	5.71	81.80	2,276.20
<a href="#">01-39-3054</a>	RETIREMENT	67,206.00	67,206.00	5,277.71	18,929.19	48,276.81
<a href="#">01-39-3055</a>	HEALTH INSURANCE	141,428.00	141,428.00	9,415.44	33,707.99	107,720.01
<a href="#">01-39-3056</a>	LIFE INS	632.00	632.00	-392.05	-551.00	1,183.00
<a href="#">01-39-3057</a>	DENTAL	8,184.00	8,184.00	604.92	2,165.10	6,018.90
<a href="#">01-39-3058</a>	LONG-TERM DISABILITY	1,952.00	1,952.00	1.44	264.70	1,687.30
<b>Category: 30 - SALARIES, WAGES, &amp; BENEFITS Total:</b>		<b>795,923.00</b>	<b>795,923.00</b>	<b>54,394.02</b>	<b>200,803.19</b>	<b>595,119.81</b>
<b>Category: 35 - SUPPLIES</b>						
<a href="#">01-39-3504</a>	WEARING APPAREL	3,000.00	3,000.00	644.25	1,195.05	1,804.95
<a href="#">01-39-3506</a>	CHEMICALS	3,000.00	3,000.00	0.00	619.27	2,380.73
<a href="#">01-39-3523</a>	TOOLS/EQUIPMENT	3,900.00	3,900.00	2,328.32	2,833.81	1,066.19
<a href="#">01-39-3531</a>	RECREATION & EVENTS	25,000.00	25,000.00	2,702.65	13,260.38	11,739.62
<a href="#">01-39-3534</a>	EQUIP REPAIR PARTS	7,000.00	7,000.00	998.44	1,324.76	5,675.24
<a href="#">01-39-3536</a>	LANDSCAPING MATERIALS	8,700.00	8,700.00	1,791.06	4,000.76	4,699.24
<b>Category: 35 - SUPPLIES Total:</b>		<b>50,600.00</b>	<b>50,600.00</b>	<b>8,464.72</b>	<b>23,234.03</b>	<b>27,365.97</b>
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC</b>						
<a href="#">01-39-4007</a>	POOL MAINTENANCE	18,400.00	18,400.00	2,705.17	2,705.17	15,694.83
<a href="#">01-39-4008</a>	PARK MAINTENANCE	14,700.00	14,700.00	917.28	1,147.98	13,552.02
<b>Category: 40 - MAINTENANCE--BLDGS, STRUC Total:</b>		<b>33,100.00</b>	<b>33,100.00</b>	<b>3,622.45</b>	<b>3,853.15</b>	<b>29,246.85</b>
<b>Category: 50 - SERVICES</b>						
<a href="#">01-39-5012</a>	PRINTING	1,800.00	1,800.00	204.26	243.26	1,556.74
<a href="#">01-39-5020</a>	COMMUNICATIONS	2,500.00	2,500.00	206.31	292.21	2,207.79
<a href="#">01-39-5022</a>	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">01-39-5029</a>	TRAVEL/TRAINING	3,500.00	3,500.00	907.63	1,086.37	2,413.63
<b>Category: 50 - SERVICES Total:</b>		<b>8,800.00</b>	<b>8,800.00</b>	<b>1,318.20</b>	<b>1,621.84</b>	<b>7,178.16</b>
<b>Category: 65 - CAPITAL OUTLAY</b>						
<a href="#">01-39-6516</a>	PARKS & LANDSCAPING PROJS	88,000.00	88,000.00	0.00	9,300.00	78,700.00
<a href="#">01-39-6598</a>	MISCELLANEOUS EQUIPMENT	10,000.00	10,000.00	0.00	0.00	10,000.00
<b>Category: 65 - CAPITAL OUTLAY Total:</b>		<b>98,000.00</b>	<b>98,000.00</b>	<b>0.00</b>	<b>9,300.00</b>	<b>88,700.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">01-39-9772</a>	TECHNOLOGY USER FEE	875.00	875.00	0.00	0.00	875.00
<a href="#">01-39-9781</a>	EQUIP. PURCHASE CONTRIBUTION	31,035.00	31,035.00	0.00	0.00	31,035.00
<a href="#">01-39-9791</a>	EQUIPMENT USER FEE	13,600.00	13,600.00	0.00	0.00	13,600.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>45,510.00</b>	<b>45,510.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,510.00</b>
<b>Department: 39 - PARKS &amp; RECREATION Total:</b>		<b>1,031,933.00</b>	<b>1,031,933.00</b>	<b>67,799.39</b>	<b>238,812.21</b>	<b>793,120.79</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>		<b>-4,043,285.36</b>	<b>-4,043,286.36</b>	<b>1,043,101.92</b>	<b>729,849.32</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

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<b>Fund: 03 - DEBT SERVICE FUND</b>					
<b>Department: 50 - 50</b>					
<b>Category: 72 - PROPERTY TAXES</b>					
<a href="#">03-50-7201</a> CURRENT PROPERTY TAXES	1,421,000.00	1,421,000.00	259,038.49	285,150.21	1,135,849.79
<a href="#">03-50-7202</a> DELINQUENT PROPERTY TAX	30,000.00	30,000.00	383.93	-2,604.00	32,604.00
<a href="#">03-50-7203</a> PENALTY, INTEREST, COSTS	15,000.00	15,000.00	37.26	3,082.19	11,917.81
<b>Category: 72 - PROPERTY TAXES Total:</b>	<b>1,466,000.00</b>	<b>1,466,000.00</b>	<b>259,459.68</b>	<b>285,628.40</b>	<b>1,180,371.60</b>
<b>Category: 96 - INTEREST EARNED</b>					
<a href="#">03-50-9601</a> INTEREST EARNED	10,000.00	10,000.00	427.07	1,355.36	8,644.64
<b>Category: 96 - INTEREST EARNED Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>427.07</b>	<b>1,355.36</b>	<b>8,644.64</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>					
<a href="#">03-50-9752</a> TRANSFER FROM UTILITY FUND	89,724.00	89,724.00	0.00	0.00	89,724.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>89,724.00</b>	<b>89,724.00</b>	<b>0.00</b>	<b>0.00</b>	<b>89,724.00</b>
<b>Department: 50 - 50 Total:</b>	<b>1,565,724.00</b>	<b>1,565,724.00</b>	<b>259,886.75</b>	<b>286,983.76</b>	<b>1,278,740.24</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 51 - DEBT SERVICE</b>						
<b>Category: 61 - DEBT SERVICE</b>						
<a href="#">03-51-6121</a>	PRINCIPAL/DEBT SERVICE	1,210,000.00	1,210,000.00	0.00	0.00	1,210,000.00
<a href="#">03-51-6122</a>	INTEREST/DEBT SERVICE	307,025.00	307,025.00	0.00	0.00	307,025.00
<a href="#">03-51-6123</a>	MAINTENANCE FEE/DEBT SERVICE	9,000.00	9,000.00	0.00	0.00	9,000.00
	<b>Category: 61 - DEBT SERVICE Total:</b>	<b>1,526,025.00</b>	<b>1,526,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,526,025.00</b>
	<b>Department: 51 - DEBT SERVICE Total:</b>	<b>1,526,025.00</b>	<b>1,526,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,526,025.00</b>
	<b>Fund: 03 - DEBT SERVICE FUND Surplus (Deficit):</b>	<b>39,699.00</b>	<b>39,699.00</b>	<b>259,886.75</b>	<b>286,983.76</b>	

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 05 - MOTEL TAX FUND</b>					
<b>Department: 55 - 55</b>					
<b>Category: 75 - OTHER TAXES</b>					
<a href="#">05-55-7635</a> MOTEL OCCUPANCY TAX	150,000.00	150,000.00	4,052.77	16,412.56	133,587.44
<b>Category: 75 - OTHER TAXES Total:</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>4,052.77</b>	<b>16,412.56</b>	<b>133,587.44</b>
<b>Category: 96 - INTEREST EARNED</b>					
<a href="#">05-55-9601</a> INTEREST EARNED	9,000.00	9,000.00	329.56	1,045.85	7,954.15
<b>Category: 96 - INTEREST EARNED Total:</b>	<b>9,000.00</b>	<b>9,000.00</b>	<b>329.56</b>	<b>1,045.85</b>	<b>7,954.15</b>
<b>Department: 55 - 55 Total:</b>	<b>159,000.00</b>	<b>159,000.00</b>	<b>4,382.33</b>	<b>17,458.41</b>	<b>141,541.59</b>

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 56 - MOTEL TAX</b>					
<b>Category: 50 - SERVICES</b>					
<a href="#">05-56-5043</a> GENERAL ADVERTISING	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">05-56-5044</a> ADVERTISING	34,900.00	34,900.00	950.00	2,850.00	32,050.00
<b>Category: 50 - SERVICES Total:</b>	<b>39,900.00</b>	<b>39,900.00</b>	<b>950.00</b>	<b>2,850.00</b>	<b>37,050.00</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>					
<a href="#">05-56-9751</a> TRANSFER TO GENERAL FUND	18,000.00	18,000.00	0.00	0.00	18,000.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,000.00</b>
<b>Department: 56 - MOTEL TAX Total:</b>	<b>57,900.00</b>	<b>57,900.00</b>	<b>950.00</b>	<b>2,850.00</b>	<b>55,050.00</b>
<b>Fund: 05 - MOTEL TAX FUND Surplus (Deficit):</b>	<b>101,100.00</b>	<b>101,100.00</b>	<b>3,432.33</b>	<b>14,608.41</b>	

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<b>Fund: 10 - CAPITAL IMPROVEMENTS FUND</b>						
<b>Department: 90 - 90</b>						
<b>Category: 96 - INTEREST EARNED</b>						
<a href="#">10-90-9601</a>	INTEREST EARNED	80,000.00	80,000.00	10,644.31	33,418.63	46,581.37
<b>Category: 96 - INTEREST EARNED Total:</b>		<b>80,000.00</b>	<b>80,000.00</b>	<b>10,644.31</b>	<b>33,418.63</b>	<b>46,581.37</b>
<b>Category: 97 - INTERFUND ACTIVITY</b>						
<a href="#">10-90-9751</a>	TRFR F/GENERAL FUND	5,423,765.00	5,423,765.00	0.00	0.00	5,423,765.00
<a href="#">10-90-9755</a>	TRANSFER FROM UTILITY FUND	300,000.00	300,000.00	0.00	0.00	300,000.00
<b>Category: 97 - INTERFUND ACTIVITY Total:</b>		<b>5,723,765.00</b>	<b>5,723,765.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,723,765.00</b>
<b>Category: 99 - OTHER AGENCY REVENUES</b>						
<a href="#">10-90-9905</a>	FY 17 - FEMA GRANT HOME ELEV	3,355,448.00	3,355,448.00	1,855,366.64	1,855,366.64	1,500,081.36
<b>Category: 99 - OTHER AGENCY REVENUES Total:</b>		<b>3,355,448.00</b>	<b>3,355,448.00</b>	<b>1,855,366.64</b>	<b>1,855,366.64</b>	<b>1,500,081.36</b>
<b>Department: 90 - 90 Total:</b>		<b>9,159,213.00</b>	<b>9,159,213.00</b>	<b>1,866,010.95</b>	<b>1,888,785.27</b>	<b>7,270,427.73</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 91 - CAPITAL IMPROVEMENTS</b>						
<b>Category: 70 - CAPITAL IMPROVEMENTS</b>						
<a href="#">10-91-7012</a>	E 127 IMPROVEMENTS	1,400,000.00	1,400,000.00	0.00	0.00	1,400,000.00
<a href="#">10-91-7014</a>	FY 17 -HOME ELEV GRANT ADM SER	600,000.00	600,000.00	4,860.00	12,740.00	587,260.00
<a href="#">10-91-7070</a>	WIFI FOR POOL AND PARKS	35,000.00	35,000.00	0.00	0.00	35,000.00
<a href="#">10-91-7072</a>	WALL STREET PROJECT	1,565,400.00	1,565,400.00	0.00	0.00	1,565,400.00
<a href="#">10-91-7079</a>	SHADE STRUCT FOR TWO PLAYSCAPES	40,000.00	40,000.00	0.00	0.00	40,000.00
<a href="#">10-91-7088</a>	PAINT EMS BAY FLOOR AND WALLS	22,000.00	22,000.00	0.00	21,200.00	800.00
<a href="#">10-91-7095</a>	FIRE STATION REMODEL	13,000.00	13,000.00	0.00	0.00	13,000.00
<a href="#">10-91-7103</a>	NEW CITY HALL - CONSTRUCTION	8,000,000.00	8,000,000.00	0.00	0.00	8,000,000.00
<a href="#">10-91-7105</a>	PARK IMPROVEMENTS	50,000.00	50,000.00	1,800.00	1,800.00	48,200.00
<a href="#">10-91-7107</a>	PARK MASTER PLAN	70,000.00	70,000.00	0.00	0.00	70,000.00
<a href="#">10-91-7118</a>	BAY DOOR REPAIR FIRE DEPARTMENT	50,000.00	50,000.00	0.00	0.00	50,000.00
<a href="#">10-91-7127</a>	NEW TAYLOR BLDG CONSTRUCTION	282,901.00	282,901.00	0.00	6,100.00	276,801.00
<a href="#">10-91-7130</a>	FACILITIES IMPROVEMENT	50,000.00	50,000.00	5,943.13	8,348.49	41,651.51
<a href="#">10-91-7131</a>	GOLF COURSE CONVENTION CENTER	830,000.00	830,000.00	91.01	91.01	829,908.99
<a href="#">10-91-7134</a>	STREET PANELS REPLACEMENT (2)	105,000.00	105,000.00	0.00	0.00	105,000.00
<a href="#">10-91-7135</a>	CITY HALL ENG/ARCHITECT	0.00	0.00	23,975.93	90,860.87	-90,860.87
<a href="#">10-91-7136</a>	GATEWAY ENTRANCE	1,000,000.00	1,000,000.00	1,429.80	6,936.33	993,063.67
	<b>Category: 70 - CAPITAL IMPROVEMENTS Total:</b>	<b>14,113,301.00</b>	<b>14,113,301.00</b>	<b>38,099.87</b>	<b>148,076.70</b>	<b>13,965,224.30</b>
	<b>Department: 91 - CAPITAL IMPROVEMENTS Total:</b>	<b>14,113,301.00</b>	<b>14,113,301.00</b>	<b>38,099.87</b>	<b>148,076.70</b>	<b>13,965,224.30</b>
	<b>Fund: 10 - CAPITAL IMPROVEMENTS FUND Surplus (Deficit):</b>	<b>-4,954,088.00</b>	<b>-4,954,088.00</b>	<b>1,827,911.08</b>	<b>1,740,708.57</b>	
	<b>Total Surplus (Deficit):</b>	<b>-8,856,574.36</b>	<b>-8,856,575.36</b>	<b>3,134,332.08</b>	<b>2,772,150.06</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Group Summary

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 01 - GENERAL FUND</b>					
<b>Department: 10 - 10</b>					
72 - PROPERTY TAXES	6,369,000.00	6,369,000.00	1,153,193.65	1,253,323.99	5,115,676.01
75 - OTHER TAXES	6,339,000.00	6,339,000.00	578,804.51	1,804,136.77	4,534,863.23
80 - FINES WARRANTS & BONDS	1,018,000.00	1,018,000.00	71,024.04	227,111.23	790,888.77
85 - FEE & CHARGES FOR SERVICE	312,900.00	312,900.00	25,294.87	88,100.72	224,799.28
90 - LICENSES & PERMITS	164,100.00	164,100.00	7,654.58	36,240.38	127,859.62
96 - INTEREST EARNED	350,000.00	350,000.00	12,680.12	41,526.38	308,473.62
97 - INTERFUND ACTIVITY	1,977,987.00	1,977,987.00	0.00	0.00	1,977,987.00
98 - MISCELLANEOUS REVENUE	241,165.00	241,165.00	4,135.93	32,993.40	208,171.60
99 - OTHER AGENCY REVENUES	200,000.00	200,000.00	13,927.50	43,393.54	156,606.46
<b>Department: 10 - 10 Total:</b>	<b>16,972,152.00</b>	<b>16,972,152.00</b>	<b>1,866,715.20</b>	<b>3,526,826.41</b>	<b>13,445,325.59</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 11 - ADMINISTRATIVE SERVICE</b>					
30 - SALARIES, WAGES, & BENEFITS	562,558.00	562,558.00	38,797.61	141,724.73	420,833.27
35 - SUPPLIES	14,350.00	14,350.00	388.95	689.30	13,660.70
45 - MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00
50 - SERVICES	82,250.00	82,251.00	3,143.27	6,871.34	75,379.66
54 - SUNDRY	7,000.00	7,000.00	0.00	0.00	7,000.00
60 - OTHER SERVICES	300.00	300.00	0.00	0.00	300.00
97 - INTERFUND ACTIVITY	4,250.00	4,250.00	0.00	0.00	4,250.00
<b>Department: 11 - ADMINISTRATIVE SERVICE Total:</b>	<b>672,708.00</b>	<b>672,709.00</b>	<b>42,329.83</b>	<b>149,285.37</b>	<b>523,423.63</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 12 - LEGAL/OTHER SERVICES</b>					
30 - SALARIES, WAGES, & BENEFITS	250.00	250.00	0.00	205.86	44.14
50 - SERVICES	2,172,000.00	2,172,000.00	0.00	0.00	2,172,000.00
55 - PROFESSIONAL SERVICES	160,000.00	160,000.00	12,185.66	27,733.24	132,266.76
60 - OTHER SERVICES	108,171.00	108,171.00	0.00	108,083.15	87.85
97 - INTERFUND ACTIVITY	6,088,243.80	6,088,243.80	0.00	0.00	6,088,243.80
<b>Department: 12 - LEGAL/OTHER SERVICES Total:</b>	<b>8,528,664.80</b>	<b>8,528,664.80</b>	<b>12,185.66</b>	<b>136,022.25</b>	<b>8,392,642.55</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**



Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 13 - INFO TECHNOLOGY</b>					
30 - SALARIES, WAGES, & BENEFITS	317,933.00	317,933.00	23,604.90	81,136.84	236,796.16
35 - SUPPLIES	3,050.00	3,050.00	14.50	18.04	3,031.96
45 - MAINTENANCE	216,369.00	216,369.00	4,770.19	35,567.82	180,801.18
50 - SERVICES	33,050.00	33,050.00	7,238.92	9,536.45	23,513.55
55 - PROFESSIONAL SERVICES	48,800.00	48,800.00	0.00	1,647.00	47,153.00
65 - CAPITAL OUTLAY	0.00	0.00	4,046.50	4,046.50	-4,046.50
97 - INTERFUND ACTIVITY	48,842.00	48,842.00	0.00	0.00	48,842.00
<b>Department: 13 - INFO TECHNOLOGY Total:</b>	<b>668,044.00</b>	<b>668,044.00</b>	<b>39,675.01</b>	<b>131,952.65</b>	<b>536,091.35</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 14 - PURCHASING</b>					
35 - SUPPLIES	18,000.00	18,000.00	2,555.32	4,660.76	13,339.24
50 - SERVICES	3,600.00	3,600.00	0.00	0.00	3,600.00
<b>Department: 14 - PURCHASING Total:</b>	<b>21,600.00</b>	<b>21,600.00</b>	<b>2,555.32</b>	<b>4,660.76</b>	<b>16,939.24</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 15 - ACCOUNTING SERVICES</b>					
30 - SALARIES, WAGES, & BENEFITS	319,783.00	319,783.00	24,764.61	84,456.98	235,326.02
35 - SUPPLIES	950.00	950.00	427.08	427.08	522.92
45 - MAINTENANCE	150.00	150.00	0.00	0.00	150.00
50 - SERVICES	8,100.00	8,100.00	85.83	355.37	7,744.63
54 - SUNDRY	550.00	550.00	0.00	0.00	550.00
55 - PROFESSIONAL SERVICES	27,000.00	27,000.00	321.28	757.04	26,242.96
97 - INTERFUND ACTIVITY	1,700.00	1,700.00	0.00	0.00	1,700.00
<b>Department: 15 - ACCOUNTING SERVICES Total:</b>	<b>358,233.00</b>	<b>358,233.00</b>	<b>25,598.80</b>	<b>85,996.47</b>	<b>272,236.53</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 16 - CUSTOMER SERVICE</b>					
30 - SALARIES, WAGES, & BENEFITS	61,498.00	61,498.00	4,622.54	16,170.39	45,327.61
35 - SUPPLIES	500.00	500.00	2.92	2.92	497.08
45 - MAINTENANCE	400.00	400.00	0.00	0.00	400.00
50 - SERVICES	3,000.00	3,000.00	85.83	264.21	2,735.79
55 - PROFESSIONAL SERVICES	68,000.00	68,000.00	3,879.65	18,485.13	49,514.87
97 - INTERFUND ACTIVITY	250.00	250.00	0.00	0.00	250.00
<b>Department: 16 - CUSTOMER SERVICE Total:</b>	<b>133,648.00</b>	<b>133,648.00</b>	<b>8,590.94</b>	<b>34,922.65</b>	<b>98,725.35</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 19 - MUNICIPAL COURT</b>					
30 - SALARIES, WAGES, & BENEFITS	351,083.00	351,083.00	22,492.67	70,910.41	280,172.59
35 - SUPPLIES	2,300.00	2,300.00	0.00	396.18	1,903.82
45 - MAINTENANCE	500.00	500.00	0.00	0.00	500.00
50 - SERVICES	9,800.00	9,800.00	355.83	534.21	9,265.79
54 - SUNDRY	800.00	800.00	100.00	100.00	700.00
55 - PROFESSIONAL SERVICES	93,450.00	93,450.00	4,950.00	9,777.50	83,672.50
<b>Department: 19 - MUNICIPAL COURT Total:</b>	<b>457,933.00</b>	<b>457,933.00</b>	<b>27,898.50</b>	<b>81,718.30</b>	<b>376,214.70</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 21 - POLICE</b>					
30 - SALARIES, WAGES, & BENEFITS	3,256,512.00	3,204,672.00	245,591.89	840,653.00	2,364,019.00
35 - SUPPLIES	56,924.00	56,924.00	6,195.76	15,988.31	40,935.69
45 - MAINTENANCE	22,497.00	22,497.00	292.77	1,092.25	21,404.75
50 - SERVICES	54,050.00	54,050.00	1,006.61	4,105.33	49,944.67
54 - SUNDRY	4,000.00	4,000.00	109.63	508.69	3,491.31
55 - PROFESSIONAL SERVICES	1,800.00	53,640.00	21,072.22	22,583.22	31,056.78
60 - OTHER SERVICES	21,740.00	21,740.00	0.00	14,528.00	7,212.00
65 - CAPITAL OUTLAY	39,972.56	39,972.56	0.00	25,372.56	14,600.00
97 - INTERFUND ACTIVITY	16,000.00	16,000.00	0.00	0.00	16,000.00
<b>Department: 21 - POLICE Total:</b>	<b>3,473,495.56</b>	<b>3,473,495.56</b>	<b>274,268.88</b>	<b>924,831.36</b>	<b>2,548,664.20</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 23 - COMMUNICATIONS</b>					
30 - SALARIES, WAGES, & BENEFITS	714,097.00	714,097.00	54,872.25	182,720.36	531,376.64
35 - SUPPLIES	13,365.00	13,365.00	779.54	1,079.54	12,285.46
45 - MAINTENANCE	22,050.00	22,050.00	0.00	83.48	21,966.52
50 - SERVICES	12,300.00	12,300.00	250.99	2,508.93	9,791.07
60 - OTHER SERVICES	600.00	600.00	0.00	0.00	600.00
97 - INTERFUND ACTIVITY	54,950.00	54,950.00	0.00	0.00	54,950.00
<b>Department: 23 - COMMUNICATIONS Total:</b>	<b>817,362.00</b>	<b>817,362.00</b>	<b>55,902.78</b>	<b>186,392.31</b>	<b>630,969.69</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 25 - FIRE DEPARTMENT</b>					
30 - SALARIES, WAGES, & BENEFITS	1,076,977.00	1,076,977.00	93,978.25	321,038.64	755,938.36
35 - SUPPLIES	153,348.00	153,348.00	7,423.03	18,629.50	134,718.50
45 - MAINTENANCE	41,949.00	41,949.00	2,643.75	4,696.45	37,252.55
50 - SERVICES	73,900.00	73,900.00	3,707.84	7,312.61	66,587.39
54 - SUNDRY	1,299.00	1,299.00	0.00	0.00	1,299.00
55 - PROFESSIONAL SERVICES	127,600.00	127,600.00	5,415.16	6,075.77	121,524.23
97 - INTERFUND ACTIVITY	480,419.00	480,419.00	0.00	0.00	480,419.00
<b>Department: 25 - FIRE DEPARTMENT Total:</b>	<b>1,955,492.00</b>	<b>1,955,492.00</b>	<b>113,168.03</b>	<b>357,752.97</b>	<b>1,597,739.03</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 30 - PUBLIC WORKS</b>					
30 - SALARIES, WAGES, & BENEFITS	237,391.00	237,391.00	16,087.61	57,843.74	179,547.26
35 - SUPPLIES	4,700.00	4,700.00	155.61	441.07	4,258.93
45 - MAINTENANCE	100.00	100.00	0.00	0.00	100.00
50 - SERVICES	4,650.00	4,650.00	85.83	316.29	4,333.71
55 - PROFESSIONAL SERVICES	20,000.00	20,000.00	1,200.00	2,775.00	17,225.00
97 - INTERFUND ACTIVITY	42,050.00	42,050.00	0.00	0.00	42,050.00
<b>Department: 30 - PUBLIC WORKS Total:</b>	<b>308,891.00</b>	<b>308,891.00</b>	<b>17,529.05</b>	<b>61,376.10</b>	<b>247,514.90</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 31 - COMMUNITY DEVELOPMENT</b>					
30 - SALARIES, WAGES, & BENEFITS	426,478.00	426,478.00	25,374.23	88,989.40	337,488.60
35 - SUPPLIES	12,600.00	12,600.00	496.85	952.48	11,647.52
50 - SERVICES	16,100.00	16,100.00	369.18	1,184.99	14,915.01
55 - PROFESSIONAL SERVICES	12,000.00	12,000.00	3,221.00	7,598.50	4,401.50
65 - CAPITAL OUTLAY	1,000.00	1,000.00	0.00	0.00	1,000.00
97 - INTERFUND ACTIVITY	4,500.00	4,500.00	0.00	0.00	4,500.00
<b>Department: 31 - COMMUNITY DEVELOPMENT Total:</b>	<b>472,678.00</b>	<b>472,678.00</b>	<b>29,461.26</b>	<b>98,725.37</b>	<b>373,952.63</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 32 - STREETS</b>					
30 - SALARIES, WAGES, & BENEFITS	239,855.00	239,855.00	18,748.78	69,403.98	170,451.02
35 - SUPPLIES	102,600.00	102,600.00	4,380.49	5,889.72	96,710.28
40 - MAINTENANCE--BLDGS, STRUC	41,000.00	41,000.00	118.45	212.00	40,788.00
45 - MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00
50 - SERVICES	201,860.00	201,860.00	164.47	15,894.17	185,965.83
55 - PROFESSIONAL SERVICES	26,000.00	26,000.00	0.00	1,140.00	24,860.00
97 - INTERFUND ACTIVITY	113,755.00	113,755.00	8,068.98	12,543.96	101,211.04
<b>Department: 32 - STREETS Total:</b>	<b>726,070.00</b>	<b>726,070.00</b>	<b>31,481.17</b>	<b>105,083.83</b>	<b>620,986.17</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 33 - BUILDING MAINTENANCE</b>					
30 - SALARIES, WAGES, & BENEFITS	105,802.00	105,802.00	6,595.74	21,202.12	84,599.88
35 - SUPPLIES	11,000.00	11,000.00	1,473.83	2,773.41	8,226.59
40 - MAINTENANCE--BLDGS, STRUC	33,000.00	33,000.00	3,694.88	7,371.14	25,628.86
50 - SERVICES	120,500.00	120,500.00	294.40	8,065.51	112,434.49
55 - PROFESSIONAL SERVICES	2,000.00	2,000.00	207.19	207.19	1,792.81
65 - CAPITAL OUTLAY	65,500.00	65,500.00	0.00	0.00	65,500.00
97 - INTERFUND ACTIVITY	29,310.00	29,310.00	0.00	0.00	29,310.00
<b>Department: 33 - BUILDING MAINTENANCE Total:</b>	<b>367,112.00</b>	<b>367,112.00</b>	<b>12,266.04</b>	<b>39,619.37</b>	<b>327,492.63</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

<b>Category</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
<b>Department: 35 - SOLID WASTE</b>					
55 - PROFESSIONAL SERVICES	466,926.00	466,926.00	34,440.64	70,274.94	396,651.06
<b>Department: 35 - SOLID WASTE Total:</b>	<b>466,926.00</b>	<b>466,926.00</b>	<b>34,440.64</b>	<b>70,274.94</b>	<b>396,651.06</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 36 - FLEET SERVICES</b>					
30 - SALARIES, WAGES, & BENEFITS	175,367.00	175,367.00	13,427.30	46,408.78	128,958.22
35 - SUPPLIES	237,200.00	237,200.00	9,526.27	31,054.27	206,145.73
45 - MAINTENANCE	65,000.00	65,000.00	5,380.57	10,779.14	54,220.86
50 - SERVICES	10,410.00	10,410.00	120.18	385.58	10,024.42
54 - SUNDRY	850.00	850.00	7.66	30.39	819.61
65 - CAPITAL OUTLAY	10,200.00	10,200.00	0.00	892.02	9,307.98
97 - INTERFUND ACTIVITY	55,620.00	55,620.00	0.00	0.00	55,620.00
<b>Department: 36 - FLEET SERVICES Total:</b>	<b>554,647.00</b>	<b>554,647.00</b>	<b>28,461.98</b>	<b>89,550.18</b>	<b>465,096.82</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 39 - PARKS &amp; RECREATION</b>					
30 - SALARIES, WAGES, & BENEFITS	795,923.00	795,923.00	54,394.02	200,803.19	595,119.81
35 - SUPPLIES	50,600.00	50,600.00	8,464.72	23,234.03	27,365.97
40 - MAINTENANCE--BLDGS, STRUC	33,100.00	33,100.00	3,622.45	3,853.15	29,246.85
50 - SERVICES	8,800.00	8,800.00	1,318.20	1,621.84	7,178.16
65 - CAPITAL OUTLAY	98,000.00	98,000.00	0.00	9,300.00	88,700.00
97 - INTERFUND ACTIVITY	45,510.00	45,510.00	0.00	0.00	45,510.00
<b>Department: 39 - PARKS &amp; RECREATION Total:</b>	<b>1,031,933.00</b>	<b>1,031,933.00</b>	<b>67,799.39</b>	<b>238,812.21</b>	<b>793,120.79</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>-4,043,285.36</b>	<b>-4,043,286.36</b>	<b>1,043,101.92</b>	<b>729,849.32</b>	<b>-4,773,135.68</b>
<b>Fund: 03 - DEBT SERVICE FUND</b>					
<b>Department: 50 - 50</b>					
72 - PROPERTY TAXES	1,466,000.00	1,466,000.00	259,459.68	285,628.40	1,180,371.60
96 - INTEREST EARNED	10,000.00	10,000.00	427.07	1,355.36	8,644.64
97 - INTERFUND ACTIVITY	89,724.00	89,724.00	0.00	0.00	89,724.00
<b>Department: 50 - 50 Total:</b>	<b>1,565,724.00</b>	<b>1,565,724.00</b>	<b>259,886.75</b>	<b>286,983.76</b>	<b>1,278,740.24</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 51 - DEBT SERVICE</b>					
61 - DEBT SERVICE	1,526,025.00	1,526,025.00	0.00	0.00	1,526,025.00
<b>Department: 51 - DEBT SERVICE Total:</b>	<b>1,526,025.00</b>	<b>1,526,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,526,025.00</b>
<b>Fund: 03 - DEBT SERVICE FUND Surplus (Deficit):</b>	<b>39,699.00</b>	<b>39,699.00</b>	<b>259,886.75</b>	<b>286,983.76</b>	<b>-247,284.76</b>
<b>Fund: 05 - MOTEL TAX FUND</b>					
<b>Department: 55 - 55</b>					
75 - OTHER TAXES	150,000.00	150,000.00	4,052.77	16,412.56	133,587.44
96 - INTEREST EARNED	9,000.00	9,000.00	329.56	1,045.85	7,954.15
<b>Department: 55 - 55 Total:</b>	<b>159,000.00</b>	<b>159,000.00</b>	<b>4,382.33</b>	<b>17,458.41</b>	<b>141,541.59</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**



**Income Statement**

**For Fiscal: 2019-2020 Period Ending: 12/31/2019**

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 56 - MOTEL TAX</b>					
50 - SERVICES	39,900.00	39,900.00	950.00	2,850.00	37,050.00
97 - INTERFUND ACTIVITY	18,000.00	18,000.00	0.00	0.00	18,000.00
<b>Department: 56 - MOTEL TAX Total:</b>	<b>57,900.00</b>	<b>57,900.00</b>	<b>950.00</b>	<b>2,850.00</b>	<b>55,050.00</b>
<b>Fund: 05 - MOTEL TAX FUND Surplus (Deficit):</b>	<b>101,100.00</b>	<b>101,100.00</b>	<b>3,432.33</b>	<b>14,608.41</b>	<b>86,491.59</b>
<b>Fund: 10 - CAPITAL IMPROVEMENTS FUND</b>					
<b>Department: 90 - 90</b>					
96 - INTEREST EARNED	80,000.00	80,000.00	10,644.31	33,418.63	46,581.37
97 - INTERFUND ACTIVITY	5,723,765.00	5,723,765.00	0.00	0.00	5,723,765.00
99 - OTHER AGENCY REVENUES	3,355,448.00	3,355,448.00	1,855,366.64	1,855,366.64	1,500,081.36
<b>Department: 90 - 90 Total:</b>	<b>9,159,213.00</b>	<b>9,159,213.00</b>	<b>1,866,010.95</b>	<b>1,888,785.27</b>	<b>7,270,427.73</b>

**CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020**

Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Department: 91 - CAPITAL IMPROVEMENTS</b>					
70 - CAPITAL IMPROVEMENTS	14,113,301.00	14,113,301.00	38,099.87	148,076.70	13,965,224.30
<b>Department: 91 - CAPITAL IMPROVEMENTS Total:</b>	<b>14,113,301.00</b>	<b>14,113,301.00</b>	<b>38,099.87</b>	<b>148,076.70</b>	<b>13,965,224.30</b>
<b>Fund: 10 - CAPITAL IMPROVEMENTS FUND Surplus (Deficit):</b>	<b>-4,954,088.00</b>	<b>-4,954,088.00</b>	<b>1,827,911.08</b>	<b>1,740,708.57</b>	<b>-6,694,796.57</b>
<b>Total Surplus (Deficit):</b>	<b>-8,856,574.36</b>	<b>-8,856,575.36</b>	<b>3,134,332.08</b>	<b>2,772,150.06</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Fund Summary**

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
01 - GENERAL FUND	-4,043,285.36	-4,043,286.36	1,043,101.92	729,849.32	-4,773,135.68
03 - DEBT SERVICE FUND	39,699.00	39,699.00	259,886.75	286,983.76	-247,284.76
05 - MOTEL TAX FUND	101,100.00	101,100.00	3,432.33	14,608.41	86,491.59
10 - CAPITAL IMPROVEMENTS ...	-4,954,088.00	-4,954,088.00	1,827,911.08	1,740,708.57	-6,694,796.57
<b>Total Surplus (Deficit):</b>	<b>-8,856,574.36</b>	<b>-8,856,575.36</b>	<b>3,134,332.08</b>	<b>2,772,150.06</b>	

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

# CITY OF JERSEY VILLAGE

## PROPERTY TAX COLLECTION REPORTS

NOVEMBER 2019

**Tax Collection System**  
**Distribution Report - PROPERTY TAX**  
**For Deposit Dates: 11/01/2019 thru 11/30/2019**

**Jurisdiction 0070 JERSEY VILLAGE**

Year	Levy	Penalty Interest	Attorney	Adjustment Amount	Net Collections	Commissions (Excludes Attorney)	Net Payable	Disbursed to Jurisdiction	Disbursed to Attorneys
2019	322,668.90	0.00	0.00	0.00	322,668.90	(1,613.38)	321,055.52	321,055.52	0.00
2018	1,261.38	488.89	474.62	0.00	2,224.89	(8.72)	2,216.17	1,741.55	474.62
2017	331.49	179.51	146.75	0.00	657.75	(2.55)	655.20	508.45	146.75
2016	25.94	11.93	7.57	0.00	45.44	(0.19)	45.25	37.68	7.57
Total:	\$324,287.71	\$680.33	\$628.94	\$0.00	\$325,596.98	(\$1,624.84)	\$323,972.14	\$323,343.20	\$628.94

TAX COLLECTION SYSTEM  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 11/01/2019 TO 11/30/2019

INCLUDES AG ROLLBACK

JURISDICTION: 0070 City of Jersey Village

YEAR	TAX RATE	TAX LEVY	PAID ACCTS
-----	-----	-----	-----
2019	00.742500	7,770,843.32	394
-----	-----	-----	-----

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
-----	-----	-----	-----	-----	-----	-----	-----	-----
2019	7,618,318.54	152,524.78	152,524.78	322,668.90	330,037.30	7,440,806.02	4.25	0.00
2018	71,567.55	1,411.86-	24,536.77-	1,261.38	1,269.85	45,760.93	2.70	0.00
2017	26,681.30	222.75-	2,180.90-	331.49	2,248.40	22,252.00	9.18	0.00
2016	18,538.64	.00	2,247.53	25.94	4,011.06	16,775.11	19.30	0.00
2015	12,588.35	.00	211.75-	0.00	1,149.42	11,227.18	9.29	0.00
2014	10,998.45	.00	0.00	0.00	1,223.93	9,774.52	11.13	0.00
2013	9,317.09	.00	0.00	0.00	873.12	8,443.97	9.37	0.00
2012	9,494.16	.00	0.00	0.00	1,127.63	8,366.53	11.88	0.00
2011	11,209.10	.00	0.00	0.00	1,127.63	10,081.47	10.06	0.00
2010	14,169.18	.00	0.00	0.00	1,276.13	12,893.05	9.01	0.00
2009	20,869.36	.00	0.00	0.00	743.50	20,125.86	3.56	0.00
2008	6,483.29	.00	0.00	0.00	0.00	6,483.29		0.00
2007	3,156.59	.00	0.00	0.00	0.00	3,156.59		0.00
2006	2,335.76	.00	0.00	0.00	0.00	2,335.76		0.00
2005	1,938.93	.00	0.00	0.00	0.00	1,938.93		0.00
2004	1,343.86	.00	0.00	0.00	0.00	1,343.86		0.00
2003	611.89	.00	0.00	0.00	0.00	611.89		0.00
2002	636.52	.00	0.00	0.00	0.00	636.52		0.00
2001	589.88	.00	0.00	0.00	0.00	589.88		0.00
2000	870.75	.00	0.00	0.00	0.00	870.75		0.00
1999	153.99	.00	0.00	0.00	0.00	153.99		0.00
1998	14.48	.00	0.00	0.00	0.00	14.48		0.00
****	7,841,887.66	150,890.17	127,842.89	324,287.71	345,087.97	7,624,642.58		0.00
CURR	7,618,318.54	152,524.78	152,524.78	322,668.90	330,037.30	7,440,806.02		0.00
DELO	223,569.12	1,634.61-	24,681.89-	1,618.81	15,050.67	183,836.56		0.00

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 REVERSALS DETAIL SCHEDULE  
 FROM: 11/01/2019 THRU 11/30/2019  
 JURISDICTION: 70 City of Jersey Village

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2017	RF191111	201712	222.75-	0.00	0.00	0.00 24	222.75	0.00 RF
2017	RF191111	201712	0.00	0.00	0.00	0.00 24	222.75-	222.75-RF
2017 TOTAL			222.75-	0.00	0.00	0.00	0.00	222.75-
2018	RF191112	201812	222.75-	0.00	0.00	0.00 12	222.75	0.00 RF
2018	RF191112	201812	0.00	0.00	0.00	0.00 12	222.75-	222.75-RF
2018	RF191112	201812	1,189.11-	0.00	0.00	0.00 12	1,189.11	0.00 RF
2018	RF191112	201812	0.00	0.00	0.00	0.00 12	1,189.11-	1,189.11-RF
2018 TOTAL			1,411.86-	0.00	0.00	0.00	0.00	1,411.86-
2019	ES8020110319	201904	237.97	0.00	0.00	0.00 0	0.00	237.97 RF
2019	ES8080110319	201906	617.69	0.00	0.00	0.00 0	0.00	617.69 RF
2019 TOTAL			855.66	0.00	0.00	0.00	0.00	855.66
YEAR 2017								
REFUNDS			222.75-	0.00	0.00	0.00	0.00	222.75-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			0.00	0.00	0.00	0.00	0.00	0.00
TOTAL			222.75-	0.00	0.00	0.00	0.00	222.75-
YEAR 2018								
REFUNDS			1,411.86-	0.00	0.00	0.00	0.00	1,411.86-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			0.00	0.00	0.00	0.00	0.00	0.00
TOTAL			1,411.86-	0.00	0.00	0.00	0.00	1,411.86-
YEAR 2019								
REFUNDS			855.66	0.00	0.00	0.00	0.00	855.66
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			0.00	0.00	0.00	0.00	0.00	0.00
TOTAL			855.66	0.00	0.00	0.00	0.00	855.66
ALL YEARS								
REFUNDS			778.95-	0.00	0.00	0.00	0.00	778.95-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			0.00	0.00	0.00	0.00	0.00	0.00
TOTAL			778.95-	0.00	0.00	0.00	0.00	778.95-

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 SUMMARY OF PAYMENTS AND REVERSALS  
 FROM: 11/01/2019 THRU 11/30/2019  
 JURISDICTION: 70 City of Jersey Village

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT
	2016 TOTAL		25.94	0.00	11.93	7.57	0.00	45.44
	2017 TOTAL		554.24	0.00	179.51	146.75	0.00	880.50
	2018 TOTAL		2,673.24	0.00	488.89	474.62	0.00	3,636.75
	2019 TOTAL		321,813.24	0.00	0.00	0.00	0.00	321,813.24
	TOTAL PAYMENTS		325,066.66	0.00	680.33	628.94	0.00	326,375.93
	2017 TOTAL		222.75-	0.00	0.00	0.00	0.00	222.75-
	2018 TOTAL		1,411.86-	0.00	0.00	0.00	0.00	1,411.86-
	2019 TOTAL		855.66	0.00	0.00	0.00	0.00	855.66
	TOTAL REVERSALS		778.95-	0.00	0.00	0.00	0.00	778.95-
	TOTAL FOR UNIT		324,287.71	0.00	680.33	628.94	0.00	325,596.98



**General Fund**  
**For the period ended December 31, 2019**

Revenue	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
Property Taxes	6,369,000.00	6,369,000.00	1,253,323.99	19.68%	6,369,000.00
Electric Franchise Taxes	360,000.00	360,000.00	88,625.19	24.62%	360,000.00
Telephone Franchise	89,000.00	89,000.00	23,493.86	26.40%	89,000.00
Gas Franchise	40,000.00	40,000.00	5,993.49	14.98%	40,000.00
Cable TV Franchise	75,000.00	75,000.00	19,260.07	25.68%	75,000.00
Telecommunication	30,000.00	30,000.00	3,729.19	12.43%	30,000.00
City Sales Tax	3,810,000.00	3,810,000.00	1,104,966.19	29.00%	3,810,000.00
Sales TX-Reduce Property Taxes	1,905,000.00	1,905,000.00	552,483.11	29.00%	1,905,000.00
Mixed Drink Tax	30,000.00	30,000.00	5,585.67	18.62%	30,000.00
Fines Warrants & Bonds *	1,018,000.00	1,018,000.00	227,111.23	22.31%	1,018,000.00
Fees & Charge for Services	312,900.00	312,900.00	88,100.72	28.16%	312,900.00
Licenses & Permits	164,100.00	164,100.00	36,240.38	22.08%	164,100.00
Interest Earned	350,000.00	350,000.00	41,526.38	11.86%	350,000.00
Interfund Activity	1,977,987.00	1,977,987.00	0.00	0.00%	1,977,987.00
Misc Revenue	241,165.00	241,165.00	32,993.40	13.68%	241,165.00
Other Agency Revenue	200,000.00	200,000.00	43,393.54	21.70%	200,000.00
Total Revenue	16,972,152.00	16,972,152.00	3,526,826.41	20.78%	16,972,152.00
<b>Expenditures</b>					
Administrative Service	672,708.00	672,708.00	149,285.37	22.19%	672,708.00
Legal/Other Services	8,528,664.80	8,528,664.80	136,022.25	1.59%	8,528,664.80
Info Technology	668,044.00	668,044.00	131,952.65	19.75%	668,044.00
Purchasing	21,600.00	21,600.00	4,660.76	21.58%	21,600.00
Accounting Services	358,233.00	358,233.00	85,996.47	24.01%	358,233.00
Customer Services	133,648.00	133,648.00	34,922.65	26.13%	133,648.00
Municipal Court	457,933.00	457,933.00	81,718.30	17.85%	457,933.00
Police Department	3,473,495.56	3,473,495.56	924,831.36	26.63%	3,473,495.56
Communications	817,362.00	817,362.00	186,392.31	22.80%	817,362.00
Fire Department	1,955,492.00	1,955,492.00	357,752.97	18.29%	1,955,492.00
Public Works	308,891.00	308,891.00	61,376.10	19.87%	308,891.00
Community Development	472,678.00	472,678.00	98,725.37	20.89%	472,678.00
Streets	726,070.00	726,070.00	105,083.83	14.47%	726,070.00
Building Maintenance	367,112.00	367,112.00	39,619.37	10.79%	367,112.00
Solid Waste	466,926.00	466,926.00	70,274.94	15.05%	466,926.00
Fleet Services	554,647.00	554,647.00	89,550.18	16.15%	554,647.00
Parks & Recreation	1,031,933.00	1,031,933.00	218,812.21	21.20%	1,031,933.00
Total Expenditures	21,015,437.36	21,015,437.36	2,776,977.09	13.21%	21,015,437.36

\* Part of the fines revenue collections is transfer to Court Security and Technology Fund

**Utility Fund**  
**For the period ended December 31, 2019**

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
<b>Revenue</b>					
Fees & Charge for Services	4,520,000.00	4,520,000.00	1,081,889.23	23.94%	4,520,000.00
Interest Earned	70,000.00	70,000.00	16,250.35	23.21%	70,000.00
Interfund Activity	-	-	-		-
Miscellaneous Revenue	98,580.00	98,580.00	20,170.21	20.46%	98,580.00
Other Agency Revenue	-	-	-		-
<b>Total Revenue</b>	<b>4,688,580.00</b>	<b>4,688,580.00</b>	<b>1,118,309.79</b>	<b>23.85%</b>	<b>4,688,580.00</b>
<b>Expenditures</b>					
Water & Sewer	4,243,166.00	4,243,166.00	603,695.04	14.23%	4,243,166.00
Utility Capital Projects	1,655,000.00	1,655,000.00	353,535.05	21.36%	1,655,000.00
	-	-	-		-
<b>Total Expenditures</b>	<b>5,898,166.00</b>	<b>5,898,166.00</b>	<b>957,230.09</b>	<b>16.23%</b>	<b>5,898,166.00</b>

**JERSEY VILLAGE CITY COUNCIL MEMORANDUM**

TO: Jersey Village City Council  
From: Isabel Kato, Director of Finance  
Date: January 10, 2020  
Subject: Investment Report-Quarter Ended December 31, 2019

In accordance with the Public Funds Investment Act, Chapter 2256.023 of the Government Code, the Investment Officer shall prepare and submit to City Council a quarterly report of investment transactions of all funds for the preceding period.

Funds of the City are invested in two portfolios, which utilize specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. The two portfolios are Operating Depository Account Government Money Market Funds, and TexPool. All these is in accordance with instructions from City Council and City policy and are invested to earn the maximum rate of return within the policies imposed by its safety.

Enclosed are details of the City investment transactions for Quarter Ended December 31, 2019. This information shows that on the TexPool portfolio, the beginning market value as of September 30, 2019 was \$26,482,954 and the ending market value on December 31, 2019 was \$27,806,695. Also included are spreadsheets showing the TexPool portfolio's book value additions of \$3,274,520 and book value withdrawals of \$1,950,750 for the quarter by fund as well as the TexPool portfolio's book value and market value by fund.

The book value and market value for the beginning and end of the reporting period are as follows:

	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>
September 30, 2019	\$26,481,091	\$26,482,954
December 31, 2019	\$27,804,861	\$27,806,695

The Tex Pool money market fund has an AAAM rating by Standard & Poor's. The Net Asset Value (N.A.V.) for the quarter was at all times within the range specified by the Public Funds Investment Act. The N.A.V. at the beginning and end of the reporting period is as follows:

	<u>NET ASSET VALUE (N.A.V.)</u>
September 30, 2019	1.00006
December 31, 2019	1.00006

The Weighted Average Maturity of the TexPool Portfolio as of December 31, 2019 using SEC Rule 2a-7 was 35 days. The Weighted Average Maturity of the TexPool Portfolio as of December 31, 2019 using the final maturity of any floating rate instruments held was 102 days. The total interest distributed for the quarter to TexPool participants was \$30,268,522.39 TexPool has a current invested balance of \$23,487,827,797.25 and the management fee collected during the quarter was \$779,957.52, which is currently at 0.0450% of TexPool's invested balance.

The City of Jersey Village has focused on preserving the safety of the investment portfolios while trying to keep a balance between maintaining adequate liquidity for ongoing operations and the ability to earn more interest. The City continues to invest in TexPool. In addition, the City is investing in the Wells Fargo Government Money Market Sweet Account. This product focuses primarily on preserving capital

and maintaining a high level of liquidity by actively managing a diversified portfolio of short-term U.S. government debt and repurchase agreements collateralized by U.S. government obligations, which will likely generate higher yields than a portfolio that invests exclusively in U.S. Treasury debt.

The City investment policy requires that bank deposits be fully collateralized with Obligations, including letters of credit of the United States or its agencies and instrumentalities. The total interest earned on the City investments for the quarter was \$121,798. The interest earned by Portfolio is listed in the spreadsheet.

“I certify that the investments of the City of Jersey Village shown on this report are in compliance with the Public Funds Investment Act and the City’s investment policy.”

Signed  \_\_\_\_\_  
Investment Officer

**QUARTERLY INVESTMENT REPORT**

**TEXPOOL SUMMARY OF INVESTMENTS  
QUARTER ENDING DECEMBER 31, 2019**

FUND	BEGINNING BALANCE	DEPOSITS	WITHDRAWALS	ENDING BALANCE
GENERAL	\$ 8,183,954	\$ 1,693,499	\$ 1,850,000	\$ 8,027,453
UTILITY	\$ 3,679,416	\$ 516,250	\$ -	\$ 4,195,666
DEBT	\$ 308,987	\$ 1,355	\$ -	\$ 310,342
IMPACT	\$ 897,094	\$ 3,935	\$ -	\$ 901,029
MOTEL	\$ 238,415	\$ 1,046	\$ -	\$ 239,461
ASSET FORFEITURE	\$ 20,639	\$ 91	\$ -	\$ 20,730
CAPITAL REPLACEMENT	\$ 5,280,666	\$ 23,917		\$ 5,304,583
CAPITAL IMPROVEMENT	\$ 7,642,065	\$ 1,033,419	\$ 100,750	\$ 8,574,734
GOLF COURSE	\$ 229,856	\$ 1,008	\$ -	\$ 230,864
 TOTAL	 \$ 26,481,091	 \$ 3,274,520	 \$ 1,950,750	 \$ 27,804,861

**INVESTMENT BY FUND IN TEXPOOL  
QUARTER ENDING DECEMBER 31, 2019**

FUND	BOOK VALUE	MARKET VALUE
GENERAL	\$ 8,027,453	\$ 8,027,982
UTILITY	\$ 4,195,666	\$ 4,195,943
DEBT	\$ 310,342	\$ 310,363
IMPACT	\$ 901,029	\$ 901,088
MOTEL	\$ 239,461	\$ 239,477
ASSET FORFEITURE	\$ 20,730	\$ 20,731
CAPITAL REPLACEMENT	\$ 5,304,583	\$ 5,304,933
CAPITAL IMPROVEMENT	\$ 8,574,734	\$ 8,575,299
GOLF COURSE	\$ 230,864	\$ 230,879
 TOTAL	 \$ 27,804,861	 \$ 27,806,695

**TEX POOL DECEMBER AVERAGE YIELD** **1.6226%**

Net Asset Value 1.00006

**TEXPOOL FUNDS INVESTMENT PORTFOLIO  
QUARTER ENDING DECEMBER 31, 2019**

FUND	BOOK VALUE	MARKET VALUE
<u>CITY OF JERSEY VILLAGE</u>		
UNINVESTED BALANCE	\$ 0	\$ 0
RECEIVABLE FOR INVESTMENTS SOLD	\$ -	\$ -
ACCRUAL OF INTEREST INCOME	\$ 29,776	\$ 29,778
INTEREST /MANAGEMENT FEE PAYABLE	\$ (35,947)	\$ (35,950)
PAYABLE FOR INVESTMENTS PURCHASED	\$ -	\$ -
ACCRUED EXPENSES & TAXES	\$ (32)	\$ (32)
US TREASURY INFLATION PROT SECURITIES	\$ -	\$ -
REPURCHASE AGREEMENTS	\$ 7,684,533	\$ 7,685,039
MUTUAL FUNDS INVESTMENTS	\$ 3,485,191.15	\$ 3,485,421
GOVERNMENT SECURITIES	\$ 10,625,170	\$ 10,625,871
US TREASURY INFLATION PROT SECURITIES	\$ 1,260,973	
US TREASURY BILLS	\$ 2,909,265	\$ 2,909,457
US TREASURY NOTES	\$ 1,845,933	\$ 1,846,054
TOTAL	<u>\$ 27,804,861</u>	<u>\$ 27,806,695</u>
<u>TEXPOOL</u>		
UNINVESTED BALANCE	181	181
RECEIVABLE FOR INVESTMENTS SOLD	-	-
ACCRUAL OF INTEREST INCOME	25,152,616	25,152,616
INTEREST /MANAGEMENT FEE PAYABLE	(30,366,105)	(30,366,105)
PAYABLE FOR INVESTMENTS PURCHASED	-	-
ACCRUED EXPENSES & TAXES	(27,025)	(27,025)
US TREASURY INFLATION PROT SECURITIES	-	-
REPURCHASE AGREEMENTS	6,491,418,000	6,491,418,000
MUTUAL FUNDS INVESTMENTS	2,944,074,000	2,944,074,000
GOVERNMENT SECURITIES	8,975,486,762	8,975,276,753
US TREASURY INFLATION PROT SECURITIES	1,065,192,220	1,065,228,121
US TREASURY BILLS	2,457,567,350	2,458,392,525
US TREASURY NOTES	1,559,329,799	1,560,227,943
TOTAL	<u>23,487,827,797</u>	<u>23,489,377,009</u>

**WELLS FARGO GOVERNMENT MONEY MARKET SUMMARY  
 QUARTER ENDING DECEMBER 31, 2019**

FUND	BEGINNING BALANCE	SHARES PURCHASED	SHARES REDEEMED	ENDING BALANCE
DEPOSITORY	\$ 1,965,565	\$ 5,190,323	\$ (5,252,534)	\$ 1,903,353
<b>TOTAL</b>	<b>\$ 1,965,565</b>	<b>\$ 5,190,323</b>	<b>\$ (5,252,534)</b>	<b>\$ 1,903,353</b>

**WELLS FARGO GOVERNMENT MONEY MARKET  
 QUARTER ENDING DECEMBER 31, 2019**

FUND	BOOK VALUE	MARKET VALUE
DEPOSITORY	\$ 1,903,353	\$ 1,903,353
<b>TOTAL</b>	<b>\$ 1,903,353</b>	<b>\$ 1,903,353</b>

**DEPOSITORY ANNUALIZED YIELD 1.5380%**

**INTEREST EARNED BY PORTFOLIO**

TEXPOOL	\$ 115,859
DEPOSITORY	\$ 5,938

**TOTAL INTEREST INCOME FOR QUARTER \$ 121,798**

No	Last Name	First Name	Date Info Requested	Description of Info Requested	Department Routed	Date Fwd to Dept	Date Received from Dept	Date Requestor Contacted	Amt	Date of Pick-up or Mailing	Open	Complete	AG Opinion	PROCESS TIME
1	Harwood	Aleisha	10/1/2019	Commerical and Residential Building Permits 09-01-2019 thru 09-30-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	10/1/2019	10/1/2019	10/1/2019	\$0.00	10/1/2019 via email	NO	YES		15 minutes accumulated 15 minutes
2	Sureshchandra	Suma	10/1/2019	Building Permits Issued from 9-01-2019 through 9-30-2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	10/1/2019	10/1/2019	10/1/2019	\$0.00	10/1/2019 via email	NO	YES		15 minutes accumulated 15 minutes
3	New Atlantis	Jan Duron	10/1/2019	Water Shut Offs for Sep 1 thru Sep 30 and listing of properties with water service but no consumption	Maria	10/1/2019	10/1/2019	10/1/2019	\$0.00	10/1/2019 via email	NO	YES		15 minutes accumulated 15 minutes
4	New Atlantis	Jan Duron	10/1/2019	Listing of House Fires from Sep 1 thru Sep 15	Mark	10/1/2019	10/4/2019	10/4/2019	\$0.00	10/04/2019 via email	NO	YES		15 minutes accumulated 30 minutes
5	Overall	Leah	10/1/2019	Residential Building Permits for September	Ashley	10/1/2019	10/1/2019	10/1/2019	\$0.00	10/1/2019 via email	NO	YES		15 minutes accumulated 15 minutes
6	Lofton	Michael	10/2/2019	a list of all residential properties in your city that have had the water shut off any time between 07/01/2019 and 10/01/2019	Maria	10/2/2019	10/7/2019	10/7/2019	\$0.00	10/7/2019 via email	NO	YES		15 minutes accumulated 30 minutes
7	Lofton	Micahel	10/2/2019	Citations for Code Violations	Lorri	10/2/2019	10/2/2019	10/2/2019	\$0.00	10/2/2019 via email	NO	YES		15 minutes accumulated 15 minutes
8	Gourley	April	10/3/2019	All documents connected to Super 7 Substandard Structure, including photos	Lorri/Ashley	10/3/2019	10/7/2019	10/7/2019	\$0.00	10/07/2019 via email	NO	YES		45 minutes accumulated 45 minutes
9	Foerster	Eric	10/8/2019	I am formally requesting a copy of the email from Corporal Mark Zatzkin on or about 5/9/19 to City Manager Austin Bless with a Commendation Recommendation for the Chief of Police (Eric Foerster). I am also requesting the return email from Bless to Zatzkin in regards to the same email.	Austin	10/8/2019	10/11/2019	10/11/2019	\$0.00	10/11/2019 via email	NO	YES		15 minutes accumulated 15 minutes
10	Green	Karen	10/16/2019	Survey or Asbuilt for fence at 8605 Red Phesant Court.	Ashley	10/16/2019	10/17/2019	10/17/2019	\$0.00	10/17/2019 via email	NO	YES		15 minutes accumulated 15 minutes
11	Maloy	Mark	10/17/2019	Golf Course Transfers, Golf Course total money paid to PGAL, Fund Tranfers to the Golf Course, listing of proposed spending	Isabel	10/17/2019	10/17/2019	10/17/2019	\$0.00	10/17/2019 via email	NO	YES		60 minutes accumulated 60 minutes
12	New Atlantis	Jan Duron	10/21/2019	Listing of House Fires from Oct 1 thru Oct 15	Mark	10/21/2019	10/21/2019	10/21/2019	\$0.00	10/21/2019 via email	NO	YES		15 minutes accumulated 45 minutes
13	Yates	Phillip David	10/28/2019	2nd Narrowed Scope - All non-privileged records relating to any investigation(s) into the conduct of Eric Foerster. All records relating to Eric Foerster's separation of employment from the City of Jersey Village. A copy of Eric Foerster's personnel file, limited to limit to records related to job performance (including performance evaluations), records related to compensation, disciplinary records, records relating to complaints of alleged misconduct, violations of law, or violations of city policies, and policy acknowledgement forms. All records related to any formal disciplinary action(s) taken against the following members of the Jersey Village Police Department since August 1, 2019: E. Foerster, R. Dooley, B. Ferguson, D. Limerick, A. Lopez, D. Keele, and G. Brandon.	Austin/Trelena	10/28/2019	11/27/2019	Sent to City Attorney for Processing. Estimate ltr 11-06-19	\$136.70 paid 11-13-2019	11/27/2019 by City Atty via email to requestor	NO	YES		4.5 Hours



14	Patel	Arvind	10/29/2019	Phone Number for Chevron Gas Station located at 15830 NW Freeway and for Jack In the Box located at 15824 NW Freeway	Maria/Ashley	10/29/2019	10/30/2019	10/30/2019	\$0.00	10/30/2019 via email	NO	YES		30 minutes accumulated 30 minutes
15	Mandell	Michele	10/31/2019	PID Petition submitted June 1, 2019 through September 30, 2019 by a property owner requesting creation of a PID	Lorri	10/31/2019	10/31/2019	10/31/2019	\$0.00	10/31/2019 via email	NO	YES		15 minutes accumulated 15 minutes
16	Harwood	Aleisha	11/1/2019	Commerical and Residential Building Permits 10-01-2019 thru 10-31-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	11/1/2019	11/1/2019	11/1/2019	\$0.00	11-01/2019 via email	NO	YES		15 minutes accumulated 30 minutes
17	Sureshchandra	Suma	11/1/2019	Building Permits Issued from 10-01-2019 through 10-31-2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	11/1/2019	11/1/2019	11/1/2019	\$0.00	11-01/2019 via email	NO	YES		15 minutes accumulated 30 minutes
18	Overall	Leah	11/1/2019	Residential Building Permits for October	Ashley	11/1/2019	11/1/2019	11/1/2019	\$0.00	11-01/2019 via email	NO	YES		15 minutes accumulated 30 minutes
19	Beazley	Merrilee	11/4/2019	Termination Letter - Eric Foerster	Lorri	11/4/2019	11/4/2019	11/4/2019	\$0.00	11/4/2019 via email	NO	YES		15 minutes accumulated 30 minutes
20	Beazley	Merrilee	11/4/2019	Personnel File - Eric Forerster	HR	11/4/2019	12/5/2019	Sent to City Attorney for Processing. Estimate ltr 11-11-19	\$172.30 pd 11-15-19	12/05/2019 via email by City Atty	NO	YES		6 hours accumulated time 6 hours
21	New Atlantis	Jan Duron	11/5/2019	Listing of House Fires from Oct 15 thru Oct 31	Mark	11/6/2019	11/6/2019	11/6/2019	\$0.00	11/06/2019 via email	NO	YES		15 minutes accumulated 60 minutes
22	New Atlantis	Jan Duron	11/5/2019	Water Shut Offs for Oct 1 thru Oct 31 and listing of properties with water service but no consumption	Maria	11/6/2019	11/11/2019	11/11/2019	\$0.00	11/11/2019 via email	NO	YES		15 minutes accumulated 75 minutes
23	Hale	Alexa	11/5/2019	Phase I Environment (ESA): 12500 Castlebridge Drive, Jersey Village, TX 77065. AEI Project: 414591. PM; A. Hale	Mark/Ashley	11/6/2019	11/13/2019	11/13/2019	\$0.00	11/13/2019 via email	NO	YES		15 minutes accumulated 15 minutes
24	Rapfogel	Robert	11/6/2019	Emails referencing J. Singleton around 9-15-2019 from E, Foerster to A Bleess with Attachments	Austin	11/6/2019	11/6/2019	11/6/2019	\$0.00	11/6/2019 via email	NO	YES		15 minutes accumulated 15 minutes
25	Litson	Mary	11/6/2019	Building permits have been submitted or issued in the year 2019 for address 16634 Northwest Fwy along with app contact info	Ashley	11/6/2019	11/13/2019	11/13/2019	\$0.00	11/13/2019 via email	NO	YES		15 minutes accumulated 15 minutes
26	Overall	Leah	11/11/2019	Building Permits for Feb, Mar, Apr, & May 2019	Ashley	11/11/2019	11/12/2019	11/12/2019	\$0.00	11/12/2019 via email	NO	YES		15 minutes accumulated 45 minutes
27	Beazley	Merrilee	11/13/2019	Copies of lawsuit that may have been filed against E. Foerster	Austin	11/13/2019	11/13/2019	11/13/2019	\$0.00	11/13/2019 via email	NO	YES		15 minutes accumulated 6 hrs. and 15 minutes
28	Rocha	Hipolito	11/14/2019	list of all residential properties that have had the water shut off any time between 05/01/2019 and 11/13/2019	Maria	11/14/2019	11/18/2019	11/18/2019	\$0.00	11/18/2019 via email	NO	YES		15 minutes accumulated 15 minutes
29	Beazley	Merrilee	11/15/2019	any and all information regarding lawsuits in the last 10 years in Jersey Village which have been settled	Lorri	11/15/2019	11/15/2019	11/15/2019	\$0.00	11/15/2019 via email	NO	YES		45 minutes accumulated 7 hrs.
30	Beazley	Merrilee	11/15/2019	Lawsuit filed by Veronica Johnson against the City of Jersey Village	Lorri	11/15/2019	11/15/2019	11/15/2019	\$0.00	11/15/2019 via email	NO	YES		15 minutes accumulated 7 hours and 15 minutes

31	Beazley	Merrilee	11/15/2019	Please provide the name of the outside investigator, title of the investigator and the cost of the investigation for Eric Foerster.	Austin	11/15/2019	11/18/2019	11/18/2019	\$0.00	11/18/2019 via email	NO	YES		15 minutes accumulated 7 hours and 30 minutes
32	Beazley	Merrilee	11/18/2019	All lawsuits which were settled out of court over the last 10 years.	Lorri	11/18/2019	11/18/2019	11/18/2019	\$0.00	11/18/2019 via email	NO	YES		15 minutes accumulated 7 hours and 45 minutes
33	Beazley	Merrilee	11/18/2019	all of the complaint letters regarding the JV Police Chief.	Lorri	11/18/2019	11/18/2019	11/18/2019	\$0.00	11/18/2019 via email	NO	YES		15 minutes accumulated 8 hours
34	Yates	Phillip David	11/18/2019	all information sent to Robert Rapfogel in response to his public information request(s) to the City of Jersey Village.	Lorri	11/18/2019	11/18/2019	11/18/2019	\$0.00	11/18/2019 via email	NO	YES		15 minutes accumulated 4 hours and 45 minutes
35	Sierra	Steven	11/19/2019	Has a building permit been submitted or issued for the property at 17460 Northwest Fwy - Crafty Crab remodel. If a building permit was issued, which general contractor was issued the building permit.	Ashley	11/25/2019	11/27/2019	11/27/2019	\$0.00	11/27/2019 via email	NO	YES		15 minutes accumulated 15 minutes
36	Winkler	Agnes	11/19/2019	Purchase date for street sweeper	Danielle	11/25/2019	11/25/2019	11/25/2019	\$0.00	11/25/2019 via email	NO	YES		15 minutes accumulated 15 minutes
37	New Atlantis	Jan Duron	11/20/2019	Listing of House Fires from Nov 01 thru Nov 15	Mark	11/25/2019	12/2/2019	12/2/2019	\$0.00	12/02/2019 via email	NO	YES		15 minutes accumulated 90 minutes
38	Beazley	Merrilee	11/25/2019	Personnel Files for Officers Braniff, Dooley, Ferguson, and Ware.	Trelena	11/25/2019	12/5/2019	12/05/2019 - Sent Estimate Letter	\$90.00	12/13/2019 via email	NO	YES	5 hours	15 minutes accumulated 13 hours 45 minutes
39	Smith	Tina	11/25/2019	Ashley Hunter training certificates	Trelena	11/25/2019	12/3/2019	12/3/2019	\$0.00	12/03/2019 via email	NO	YES		15 minutes accumulated 15 minutes
40	Maloy	Mark	11/27/2019	Council Audio - November 18, 2019 WS Meeting	Lorri	11/27/2019	11/27/2019	11/27/2019	\$0.00	11/27/2019 via email	NO	YES		15 minutes accumulated 75 minutes
41	Harwood	Aleisha	12/2/2019	Commerical and Residential Building Permits 11-01-2019 thru 11-30-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	12/2/2019	12/3/2019	12/3/2019	\$0.00	12/03/2019 via email	NO	YES		15 minutes accumulated 45 minutes
42	Sureshchandra	Suma	12/2/2019	Building Permits Issued from 11-01-2019 through 11-30-2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	12/2/2019	12/3/2019	12/3/2019	\$0.00	12/03/2019 via email	NO	YES		15 minutes accumulated 45 minutes
43	Rapfogel	Robert B.	12/3/2019	Copy Foerster Investigation results and entire files regarding same, Copy of all invoices and payments to Luther along with any communications sto Luther, Foerster Performance Evaluations, and Foerster Salary Info	Austin/Trelena	12/3/2019	12/9/2019	12/09/2019 sent to City Atty for Processing	\$0.00	12/16/2019 via email Partial Response also sent submittal to AG	YES	NO	YES	
44	Overall	Leah	12/3/2019	Building Permits for Nov 2019	Ashley	12/3/2019	12/3/2019	12/3/2019	\$0.00	12/03/2019 via email	NO	YES		15 minutes accumulated 60 minutes
45	Jones	Susan	12/3/2019	Dooggie Waste Bag Invoices 2017-2019	Jason	12/3/2019	12/3/2019	12/3/2019	\$0.00	12/03/2019 via email	NO	YES		15 minutes accumulated 15 minutes

46	Beazley	Merrilee	12/4/2019	Copies of any type of proceeding filed by Veronica Johnson against the City of Jersey Village	Lorri	12/4/2019	12/4/2019	12/4/2019	\$0.00	12/04/2019 via email	NO	YES		15 minutes accumulated 8 hours 15 minutes
47	New Atlantis	Jan Duron	12/4/2019	Water Shut Offs for Nov 1 thru Nov 30 and listing of properties with water service but no consumption	Maria	12/4/2019	12/5/2019	12/5/2019	\$0.00	12/05/2019 via email	NO	YES		15 minutes accumulated 105 minutes
48	New Atlantis	Jan Duron	12/5/2019	Listing of House Fires from Nov 15 thru Nov 30	Mark	12/5/2019	12/11/2019	12/11/2019	\$0.00	12/11/2019 via email	NO	YES		15 minutes accumulated 120 minutes
49	Beazley	Merrilee	12/5/2019	I am requesting any and all lawsuits for the last 10 years. I am looking for any and all proceedings, mediation efforts, lawsuits which were settled before going to court in any form, or fashion. I am looking for items, which might have been settled before going to a judge, during litigation, or after litigation.	Lorri	12/5/2019	12/5/2019	12/5/2019	\$0.00	12/5/2019 via email	NO	YES		15 minutes accumulated 8 hours 30 minutes
50	Foerster	Charles	12/5/2019	1. I would like copies of the Hostile Work Environment claim filed by Lt. Dooley; 2. I would like copies of all the documents used in the complaint against Lt. Dooley for his suspension yesterday. This includes the signed complaint and any supporting documentation; 3. A copy of the suspension letter to Lt. Dooley; 4. Copy of emails between city council and Austin Bless in regards to this suspension; 5. A copy of the police report in regards to Chief Riggs assaulting Lt. Dooley. 1900021872 is the IVPD case number	Trelena/Sonia/Austin	12/5/2019	12/6/2019	Sent to the City Atty for handling on 12-06-2019 - 01-10-2020 Parital Release - Balance Sent to AG By City Atty for Opinion	\$0.00	12/19/2019 via email	YES	NO	YES	15 minutes accumulated time 30 minutes
51	Beazley	Merrilee	12/10/2019	Eric Foerster Exit Package	Trelena	12/10/2019	12/10/2019	12/10/2019	\$0.00	12/10/2019 via email	NO	YES		15 minutes accumulated 8 hours 45 minutes
52	Villarreal	Nina	12/12/2019	Water Shut Offs - Oct and Nov 2019	Maria	12/12/2019	12/12/2019	12/12/2019	\$0.00	12/12/2019 via email	NO	YES		15 minutes accumulated 15 minutes
53	Millard	Alex	12/12/2019	16401 Wall - All Permits from Sept 2018 to Oct 2019	Ashley	12/12/2019	12/16/2019	12/16/2019	\$0.00	12/16/2019 via email	NO	YES		15 minutes accumulated 15 minutes
54	Whitley	Kim	12/13/2019	annual salaries of all the positions City Manager; City Secretary; Finance Director; Accounting; Finance Customer Service; Court (Operations); and Utilities Billing	Trelena	12/13/2019	12/13/2019	12/13/2019	\$0.00	12/13/2019 via email	NO	YES		15 minutes accumulated 15 minutes
55	Middleton	Mayes	12/12/2019	The Disclosures Required by GC Sec. 2254.030 from 01-01-2010 to current and any disclosures of beneficial interests required under GC Section 2252.908b	Lorri	12/13/2019	12/13/2019	12/13/2019	\$0.00	12/13/2019 via email	NO	YES		15 minutes accumulated 15 minutes
56	Beazley	Merrilee	12/16/2019	Personnel File - Officer Hale	Trelena	12/16/2019	12/19/2019	12/19/2019	37.5 pd 12-20-19	12/19/2019 via email	NO	YES		2 hours 30 minutes accumulated 16 hours 30 minutes
57	Beazley	Merrilee	12/16/2019	Documents pertaining to E. Foerster - REQUESTED CLARIFICATION - 12-16-19	Trelena	12/16/2019								
58	Millard	Alex	12/16/2019	16401 Wall - All Permits from Oct 2019 to current	Ashley	12/16/2019	12/18/2019	12/18/2019	\$0.00	12/18/2019 via email	NO	YES		15 minutes accumulated 30 minutes
59	Cagle	Gregory	12/16/2019	R. Dooley Personnel File and All evidence/documents that comprise the investigation into the "complaint" filed against Lt. Dooley that resulted in his termination	Trelena	12/16/2019	12/17/2019	12/18/2019 sent to City ATTY for processing - Estimate Ltr mailed 01-02-20	\$48.10 pd on 01-06-20	01/14/2020 via email	NO	YES		1 hour 30 minutes accumulated 1 hour 30 minutes
60	Beazley	Merrilee	12/16/2019	R. Dooley Termination Letter	Trelena	12/16/2019	12/17/2019	12/17/2019	\$0.00	12/17/2019 via email	NO	YES		15 minutes accumulated 14 hours

61	New Atlantis	Jan Duron	12/19/2019	Listing of House Fires from Dec 1 thru Dec 15	Mark	12/19/2019	12/19/2019	12/19/2019	\$0.00	12/19/2019 via email	NO	YES		15 minutes accumulated 135 minutes
62	Randall	Peter	12/19/2019	2018 Backflow Inspection Reports	Ashley	12/19/2019	12/20/2019	12/20/2019	\$0.00	12/20/2019 via email	NO	YES		15 minutes accumulated time 15 minutes
63	Foerster	Eric	12/19/2019	A copy of an email and the response from Travis Clay (thclay@yahoo.com) to Austin Bleess on or about 12/10/2019. The email is in regards to the status of the police department.	Austin	12/19/2019	12/19/2019	12/19/2019	\$0.00	12/19/2019 via email	NO	YES		15 minutes accumulated time 30 minutes
64	Beazley	Merrilee	12/23/2019	1. I would like copies of the Hostile Work Environment claim filed by Lt. Dooley; 2. I would like copies of all the documents used in the complaint against Lt. Dooley for his suspension. This includes the signed complaint and any supporting documentation; 3. A copy of the suspension letter to Lt. Dooley; 4. Copy of emails between city council and Austin Bleess in regards to this suspension; and 5. A copy of the police report in regards to Chief Riggs assaulting Lt. Dooley. 1900021872 is the JVPD case number.	Lorri	12/23/2019	12/23/2019	12/23/2019 - Sent to City ATTY - 01-10-20 City Atty Send Responsive Docs	\$0.00	01/10/2020 via email	NO	YES		30 minutes accumulated 17 hours
65	Beazley	Merrilee	12/23/2019	Zatkins memo written 7/2/2019	Lorri	12/23/2019	12/23/2019	12/23/2019 - Sent to City ATTY - 01-10-2020 Submitted by City Atty to AG	\$0.00		YES	NO	YES	30 minutes accumulated 17 hours 30 minutes
66	Sureshchandra	Suma	1/6/2020	Building Permits Issued from 12-01-2019 through 12-31-2019 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools	Ashley	1/6/2020	1/6/2020	1/6/2020	\$0.00	01/06/2020 via email	NO	YES		15 minutes accumulated 60 minutes
67	Hulslander	Todd	1/6/2020	Permits 15609 Congo	Ashley	1/6/2020	1/6/2020	1/6/2020	\$0.00	01/06/2020 via email	NO	YES		15 minutes accumulated time 15 minutes
68	Harwood	Aleisha	1/6/2020	Commerical and Residential Building Permits 12-01-2019 thru 12-31-2019, including new construction, additions and remodels, tneant improvements, swimming pools, electrical, and mechanical.	Ashley	1/6/2020	1/6/2020	1/6/2020	\$0.00	01/06/2020 via email	NO	YES		15 minutes accumulated 60 minutes
69	Overall	Leah	1/6/2020	Building Permits for May & Dec 2019	Ashley	1/6/2020	1/6/2020	1/6/2020	\$0.00	01/06/2020 via email	NO	YES		15 minutes accumulated 75 minutes
70	New Atlantis	Jan Duron	1/6/2020	Listing of House Fires from Dec 16 thru Dec 31	Mark	1/6/2020	1/6/2020	1/6/2020	\$0.00	01/06/2020 via email	NO	YES		15 minutes accumulated 150 minutes
71	Akoni Real Estate	Anthony Chase	1/6/2020	Properties with Water Shut Off December 4 through Jan 4	Maria	1/6/2020	1/10/2020	1/10/2020	\$0.00	01/10/2020 via email	NO	YES		15 minutes accumulated time 15 minutes
72	Foerster	Charles	1/8/2020	I am requesting a copy of an email or memorandum from Lt. Ferguson to Austin Bleess and/or Trelena Collins which contains a complaint against Chief Riggs and discusses the working conditions at the Jersey Village Police Department. I believe this to be within the past two weeks.	Trelena	1/8/2020	1/9/2020	1/9/2020	\$0.00	01/09/2020 via email	NO	YES		15 minutes accumulated time 45 minutes
73	Tedesco	John	1/10/2020	Eric Foerster; Kirk Riggs; Mark Zatzkin; Ron Dooley; and James Singleton	Trelena	1/10/2020								
74	Alexander	Jeff	1/13/2020	Chapter 380 Agreements, TIRZ etc.	Austin	1/13/2020	1/13/2020	1/13/2020	\$0.00	01/13/2020 via email	NO	YES		15 minutes accumulated time 15 minutes
75	Beazley	Merrilee	1/13/2020	Hiring Documents from Interview etc for Eric Foerster	Trelena/Deb/Sonya	1/13/2020								
76	Beazley	Merrilee	1/13/2020	Hiring Documents from Interview etc for Ron Dooley	Trelena/Deb/Sonya	1/13/2020								

77	Rogalski	Jeremy	1/13/2020	Electronic copies of the complete personnel file of Corporal M. Zatzkin; Electronic copies of the complete personnel file of Officer Cathy Branef; Electronic copies of the complete personnel file of Chief Kirk Riggs; and Copies of the employment agreement, contract, etc. between Chief Riggs and the City of	Trelena/Deb/So nya	1/13/2020												
78	Jarmon	Chris	1/13/2020	Salary and Benefit Infor for Golf Course	Trelena	1/13/2020												

# MONTHLY REPORT – December 2019

## Jersey Village Fire Department

### EMERGENCY RESPONSES

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Fire/County	3	6	2	3	4	4	0	8	0	3	3	5	1
Fire/ETJ	0	2	0	0	0	4	0	0	4	0	0	3	13
Fire/JV	24	19	25	24	23	25	45	34	51	46	33	43	392
EMS/County	2	1	4	0	0	4	0	0	0	0	1	1	9
EMS/ETJ	4	8	3	5	5	1	0	3	1	4	0	1	35
EMS/JV	64	54	70	75	71	67	66	69	63	42	50	55	746
<b>TOTAL</b>	<b>97</b>	<b>90</b>	<b>104</b>	<b>107</b>	<b>103</b>	<b>105</b>	<b>111</b>	<b>114</b>	<b>119</b>	<b>95</b>	<b>87</b>	<b>108</b>	<b>1240</b>
Transports	44	38	55	51	42	42	43	43	41	29	30	39	497
Aid received	2	1	0	0	5	2	1	4	4	2	2	0	22
Aid given	2	2	2	3	2	0	1	0	1	2	0	0	15

### FIRE INSPECTIONS CONDUCTED

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Inspections	64	43	46	31	42	55	52	70	70	71	20	22	586

### PUBLIC EDUCATION PROGRAMS CONDUCTED

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Programs	8	7	9	7	4	2	4	22	4	26	12	8	113
Audience	156	1364	246	128	48	58	43	508	56	780	220	560	4167

### FIRE INVESTIGATIONS CONDUCTED

Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	TOTAL
0	0	0	4	2	0	0	1	0	1	0	0	8

- The Fire Department had their annual Christmas Party here at the station on Tuesday evening December 10<sup>th</sup>.
- On December 24<sup>th</sup> Santa went down all the streets in Jersey Village on the Fire Trucks throwing candy canes to all residents.
- December 18<sup>th</sup> we hosted Public Education for the grades Kindergarten, 1<sup>st</sup>, 2<sup>nd</sup>, and 5<sup>th</sup>.
- We host and provide CERT training at the station for our CERT team on the first Thursday of every month.
- We continue to have children groups tour the Fire Department.
- We continue to give Girl Scout and preschool tours at the station.
- We continue to view fire drills at both Post and JV High Schools.

Respectfully submitted,  
**Mark Bitz**  
 Fire Chief/Fire Marshal

# DECEMBER 2019

## Communication Division Monthly Report

Date	CFS - PD	CFS - FD	911 Phone	10 Digit	License Plate	Driver's License	Criminal History	TCIC Messages	Day Total
1-Dec	58	2	14	54	37	44	0	2	211
2-Dec	48	5	10	191	34	45	4	5	342
3-Dec	65	4	23	142	43	37	1	1	316
4-Dec	63	4	20	191	39	36	1	1	355
5-Dec	53	5	16	170	42	43	0	9	338
6-Dec	57	6	17	280	53	59	2	3	477
7-Dec	63	1	17	153	56	71	3	10	374
8-Dec	39	1	6	131	36	33	0	4	250
9-Dec	42	4	24	175	37	40	0	3	325
10-Dec	54	4	18	174	43	34	1	0	328
11-Dec	53	2	11	113	39	39	0	25	282
12-Dec	36	8	32	210	28	22	1	1	338
13-Dec	33	2	22	110	25	26	0	2	220
14-Dec	63	2	13	214	59	56	3	1	411
15-Dec	41	2	13	127	31	44	2	4	264
16-Dec	70	8	23	197	55	50	1	10	414
17-Dec	77	4	14	154	65	56	1	5	376
18-Dec	64	5	24	144	51	46	4	9	347
19-Dec	67	5	19	184	61	47	2	8	393
20-Dec	66	1	17	168	57	44	2	7	362
21-Dec	65	4	16	145	48	55	3	0	336
22-Dec	56	2	10	73	50	49	0	0	240
23-Dec	42	7	14	155	27	29	3	2	279
24-Dec	44	1	13	159	27	39	0	7	290
25-Dec	27	0	12	68	18	24	0	1	150
26-Dec	30	3	11	132	27	24	1	1	229
27-Dec	52	1	13	152	43	40	4	9	314
28-Dec	49	5	15	188	38	54	1	3	353
29-Dec	47	4	13	101	34	30	1	7	237
30-Dec	46	4	19	116	33	38	1	0	257
31-Dec	35	5	15	124	27	21	2	3	232
<b>Totals</b>	<b>1605</b>	<b>111</b>	<b>504</b>	<b>4695</b>	<b>1263</b>	<b>1275</b>	<b>44</b>	<b>143</b>	<b>9640</b>

This month TCO's Madison Boudreaux, Brittney Hales, Theresa Tevy, Maria Aguirre, and Meagan Prather attended 3si refresher training with some of the Detectives and Patrol Supervisors. This is a program that some banks and retail businesses subscribe to in order to place trackers on their money or expensive merchandise. If the bank or business is robbed the tracker sends out an alert which is monitored by our Dispatch Center. We are then able to track the item on the map and lead officers to it. During the City luncheon, CS Rayne Herzog received her 10 year service award and was named 2019 Employee of the Year.

JERSEY VILLAGE POLICE DEPARTMENT

Criminal Investigation Division Report for December 2019

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**Sex Crimes/Child Cases (0):** No new sex crime/child cases this month

**Assault Cases (1):** Resident of Trails of Rock Creek Apartments was the victim of aggravated assault/probable attempted robbery. Resident had gun pointed at him by a masked male who did not have time to demand money before the victim fled. Our suspect matched the description of a robbery suspect from a Harris County Sheriff's case minutes earlier. Case is under investigation.

**Property Crimes/Burglaries and Thefts:**

**Robbery (0):** No new robbery investigations this month

**Home/Business Burglaries (2):** The following burglaries were investigated this past month.

1. A storage unit at Public Storage had forced entry and was investigated by Detectives. A suspect has been located and a warrant is pending.
2. A business at 7420 Security Way had its front door broken and office drawers were ransacked. Nothing was stolen. The alarm system had faulty sensors and had not been activated. The camera system was also inactive for several weeks prior to the break in.

**Vehicle Burglaries (2):** The following vehicle burglaries were investigated this past month.

1. Vehicle burglary occurred at 15900 block of Congo. Victim had unknown/unspecified items taken from interior. This case is under investigation.
2. A vehicle parked overnight at Taquaria Arandas had its door and tailgate stolen. This case is under investigation.

**Criminal Mischief (0):** No new criminal mischief investigations this month.

**Thefts (7):** The following thefts were investigated this past month

1. Five radios were found missing during a Fire Department inventory. This case is under investigation.
2. Trailer was stolen from Public Storage. A suspect has been identified and charges are pending.
3. A catalytic convertor was stolen from a bus parked in the Foundry church parking lot. A suspect has been identified and the investigation is ongoing.
4. A catalytic convertor was stolen from a bus parked in the Champions Forest Baptist Church parking lot. The investigation is ongoing.
5. A resident of Promenade Apartments reported a package theft. Promenade Apartments has recently installed new digital lockers where packages are delivered. It is unknown if there was an actual theft or if the resident was unaware of the lockers due to the victim not returning any calls. Investigation ongoing.



6. Worker at Chik-Fil-A reported that someone stole her Social Security Card from her wallet at work. Case is under investigation.
7. Wheels and tires were stolen from the parking lot of Sterling McCall collision center. Investigation is ongoing.

**Identity Theft/Fraud (0):** No new ID theft/fraud investigations this month.

**Hit and Run Crashes (0):** No new Hit and Run investigations this month

**Miscellaneous:**

- Sixty three (63) new pieces of property/evidence were processed and submitted to the property room
- Fifteen (15) items were taken to the lab for processing
- Twenty four (24) items were returned from processing at the lab
- Ten (10) items were returned to their owner from property/evidence
- A cash seizure of \$7,825.00 cash was made and deposited for asset forfeiture proceedings

**DECEMBER 2019**

Total Records:	221	
Total Violators:	148	
Total Amount Collected:	\$60,152.99	
Payments:	\$51,595.98	
Bonds Applies/Forfeitures:	\$282.00	
Non-Cash:	\$8,275.01	
Total Bonds Posted:	\$539.00	
Indigent Defense Fee	\$247.08	01 0-1213
MUNICIPAL COURT SECURITY	\$372.53	01 10-8005
TRUANCY PREVENTION FUND	\$224.28	01 0-1213
FINE	\$4,439.97	01 10-8001
Judicial Fee City	\$75.33	01 10-8008
STATE JURY FEE	\$505.14	01 0-1213
COURT TECHNOLOGY FEE	\$496.73	01 10-8004
CONSOLIDATED COURT FEES	\$4,999.18	01 0-1213
Judicial Fee State	\$667.09	01 0-1214
COLLECTION AGENCY FEE	\$9,370.73	01 0-1223
WARRANT FEE	\$7,007.02	01 10-8001
ARREST FEE	\$447.11	01 10-8001
TRAFFIC FINES	\$15,109.78	01 10-8001
OMNIBASE STATE FEE-DPS	\$2,433.80	01 0-1226
OMNIBASE FEE	\$730.14	01 0-1227
OMNIBASE CITY	\$486.76	01 10-8006
Civil Justice Fee Court	\$0.25	01 10-8001
Civil Justice Fee State	\$2.34	01 0-1213
SPECIAL EXPENSE FEE	\$1,555.33	01 10-8001
TIME PAYMENT - LOCAL FEE	\$428.56	01 10-8002
TIME PAYMENT - STATE FEES	\$558.07	01 0-1220
JUDICIAL EFFICIENCY FEE	\$106.52	01 10-8003
STATE TRAFFIC FEE	\$559.48	01 0-1213
TFC	\$66.73	01 10-8001
FUGITIVE APPREHENSION	\$5.00	01 0-1213
CONSOLIDATED COURT COSTS	\$17.00	01 0-1213
COMP TO VICTIMS OF CRIME FUND	\$15.00	01 0-1213
DSC ADMIN FEE (1)	\$10.00	01 10-8001
JUVENILE CRIME & DELINQUENCY	\$0.25	01 0-1213
JUD CT&PERS TRNG FUND 1999	\$2.00	01 0-1213
STATE TRAFFIC FEE	\$106.98	01 0-1213
Judicial Fee State	\$6.80	01 0-1214

# Jersey Village Police Department

## Investigations / Calls-For-Service Report

December, 2019

### MAJOR CRIME INDEX

TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Tots
<b>VIOLENT CRIME:</b>													
MURDER	0	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	2	2	1	2	3	0	0	0	0	1	11
AGG. ASSAULT	2	2	0	1	0	0	1	1	2	0	3	0	12
<b>PROPERTY CRIME:</b>													
BURGLARY-RESIDENCE	2	0	1	1	1	0	1	1	1	0	1	1	10
BURGLARY-BUSINESS	3	3	4	0	2	4	8	4	5	2	3	3	41
ALL THEFTS:	4	15	5	3	14	10	13	8	8	8	11	9	108
<i>From Vehicles</i>	2	11	3	1	3	6	5	1	2	4	8	3	49
<i>From Coin Machines</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
AUTO THEFTS	1	5	2	1	4	0	6	4	2	5	4	3	37
<b>MAJOR CRIMES:</b>	<b>12</b>	<b>25</b>	<b>14</b>	<b>8</b>	<b>22</b>	<b>16</b>	<b>32</b>	<b>18</b>	<b>18</b>	<b>15</b>	<b>22</b>	<b>17</b>	<b>219</b>

<b>ARRESTS: (Only Highest Classified Charge Counted Per Arrest)</b>													
MUNICIPAL MISD.(C)	22	22	30	23	25	29	24	42	27	23	20	24	311
MISDEMEANORS (A&B)	14	13	10	18	13	18	25	14	16	9	15	14	179
<i>Misd. Narcotic Arrests</i>	1	0	2	1	3	0	4	4	0	2	0	1	18
ALL FELONIES	9	6	6	9	5	8	16	18	10	6	10	9	112
<i>Fel. Narcotic Arrests</i>	7	2	3	6	3	3	5	9	6	3	2	2	51
ARRESTS NOT BOOKED	55	48	7	1	0	0	1	1	0	0	0	0	113
<b>TOTAL ARRESTS:</b>	<b>100</b>	<b>89</b>	<b>53</b>	<b>51</b>	<b>43</b>	<b>55</b>	<b>66</b>	<b>75</b>	<b>53</b>	<b>38</b>	<b>45</b>	<b>47</b>	<b>715</b>

# Jersey Village Police Department

## Investigations / Calls-For-Service Report

December, 2019

### OTHER CALLS FOR SERVICE

TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Tots
<b>ACCIDENTS:</b>													
Accident Major	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Major Auto-Ped	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Major FSRA	0	0	0	0	0	0	0	0	0	0	0	0	0
Accident Minor	89	112	81	107	112	104	97	91	107	124	98	100	1222
Accident Minor FSGI	12	28	23	24	17	21	15	16	25	20	14	27	242
<b>MISDEMEANOR CRIMINAL INVESTIGATIONS</b>													
Assault	8	13	4	4	12	4	9	13	8	5	7	7	94
Criminal Mischief	6	12	9	7	9	10	7	11	10	1	8	13	103
Disturbance	19	30	50	25	66	46	36	53	61	44	21	71	522
Terroristic Threat	2	0	4	0	3	1	0	5	3	1	5	1	25
Trespass	0	0	0	0	0	0	0	0	0	0	0	0	0
Harassment	0	6	3	3	4	3	1	4	2	3	7	3	39
Solicitor	4	3	9	28	12	7	8	11	4	10	7	3	106
City Ordinance Violation.	0	0	0	0	0	0	0	0	0	0	0	0	0
Warrant Service	14	4	3	10	18	14	20	12	8	8	3	14	128
<b>POLICE ASSISTANCE</b>													
911 Hang Up	0	0	0	0	0	0	0	0	0	0	0	0	0
Alarms	0	0	0	0	0	0	0	0	0	0	0	0	0
Welfare Check	69	44	65	68	36	51	41	51	72	64	34	28	623
Missing Person	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist JVFD/EMS	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist Other Agency	0	0	0	0	0	0	0	0	0	0	0	0	0
Assist Public	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Control	3	1	1	9	7	6	1	17	15	5	2	5	72
Crime Prevention	22	30	107	103	94	144	209	57	41	150	404	76	1437
Multiple Unit Response	0	0	0	1	0	0	0	0	2	0	1	1	5
<b>MISCELLANEOUS POLICE INVESTIGATIONS</b>													
Abandoned Vehicle	1	4	3	0	7	6	12	6	0	5	2	6	52
Found Article	0	0	0	0	0	0	0	0	0	0	0	0	0
Found Bicycle	0	0	0	0	0	0	0	0	0	0	0	0	0
Humane	13	28	28	21	10	14	15	20	29	23	12	31	244
Information	0	0	0	0	0	0	0	0	0	0	0	0	0
Investigation	6	8	2	0	1	0	2	3	6	1	1	7	37

# Jersey Village Police Department

## Investigations / Calls-For-Service Report

December, 2019

Open Door/Window	30	20	8	2	5	11	4	4	3	11	5	4	107
Recovery - Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0
Suspicious Person/Vehicle	202	254	271	233	324	326	344	290	247	218	249	309	3267
Traffic Hazard	35	18	26	37	31	38	37	37	38	43	26	24	390
Other Misc. Calls-For-Service	857	816	1042	953	981	1066	1106	969	1008	888	847	802	11335
<b>Other CFS Totals:</b>	<b>1392</b>	<b>1431</b>	<b>1739</b>	<b>1634</b>	<b>1749</b>	<b>1872</b>	<b>1964</b>	<b>1670</b>	<b>1687</b>	<b>1624</b>	<b>1752</b>	<b>1531</b>	<b>20045</b>
<b>Maj.Crime &amp; CFS Tots:</b>	<b>1404</b>	<b>1456</b>	<b>1753</b>	<b>1642</b>	<b>1771</b>	<b>1888</b>	<b>1996</b>	<b>1688</b>	<b>1705</b>	<b>1639</b>	<b>1774</b>	<b>1548</b>	<b>20264</b>

## Police Department Open Positions/Recruitment

### December 2019

As of December 31, 2019, the Jersey Village Police Department is accepting applications for the following positions:

- Patrol Officer (4 open positions)

The Police Department is currently interviewing qualified candidates.

No	Last Name	First Name	Req Date	Description of Info Requested	Date Requestor Contacted	Amt	Date of Pick-up or Mailing	Open	Complete	AG Opinion	PROCESS TIME
1	WHITE	KALEN	10/1/2019	COPY OF PAPER REPORT 19-17723	10/7 SENT TO AG OFFICE 11/21 called AG they are still working on it 11/27 RECEIVED AG RULING TO WITHHOLD REPORT.			YES	NO	YES	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
2	MANOR	JV	10/1/2019	COPY OF CFS FOR 12400 APT 176 FOR THE LAST 3 MONTHS			10/7/19 VIA EMAIL	YES	NO	YS	00 HRS 10 MIN ACCUM 00 HRS 10 MIN
3	LEXUS	NEXUS	10/1/19	LAST MONTH OF CITATION ISSUED			10/7/19 VIA EMAIL	YES	NO	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
4	NAMBO	MICHELLE	10/2/2019	COPY OF COBAN VIDEO FROM ACCIDENT OCCURRED ON 9/8/19 CASE # 19-16795	CRRR7017 1000 00010008 5460		10/7/19 VIA MAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
5	LIBERTY	MUTUAL INS.	10/3/2019	COPY OF ALARM PERMITS FOR 16884 NW FREEWAY			10/3/19 VIA EMAIL TO LORRI	NO	YES	NO	00 HRS 10 MIN ACCUM 00 HRS 10 MIN
6	ORNELAS	CRESCENXCIANO	10/4/2019	ARREST REPORT FROM 1986-1987 B TO H		\$53.48	10/10/19 VIA PU	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
7	BASSETT	FIRM	10/8/2019	ANY AND ALL INFORMTION OR RECORDS RELATED TO ROBERT P. RUCOBA.	PER LT. DOOLEY NOT ACTIVE CASE		10/10/19 VIA EMAIL	YES	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
8	BASSETT	FIRM	10/8/2019	CFS & INCIDENT REPORTS & CRIMINAL ACTIVITY FOR 12500 CASTLEBRIDGE & 8605 RED PHEASANT CT.	10/9 SENT EMAIL REQUESTING CLARIFICATION ON DATES TO SEARCH PD CHECK# 21627	\$70.80	10/28/19 VIA EMAIL	NO	YES	NO	3 HRS 40 MIN ACCUM 5 HRS 40 MIN
9	SULLO	SULLO	10/9/2019	LAST 2 WEEKS OF CITATIONS ISSUED			10/11/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
10	PRIETO, LUCIE	BACKGROUND RESEARCH	10/9/2019	COPY OF 14-5020 OFFENSE REPORT W/MCCLURE, RODJNI LISTED IN REPORT			10/10/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
11	ZAMORA	LESLIE	10/9/2019	COPY OF ALL REPORTS FOR 16325 JERSEY HOLLOW FROM 1/1/2017- PRESENT DATE			10/11/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
12	MANOR	JV	10/11/2019	DETAILED COPY OF REPORT OR CFS FOR 12400 CASTLEGATE ON 10/8/19			10/11/19 VIA EMAIL	NO	YES	NO	00 HRS 10 MIN ACCUM 00 HRS 20 MIN
13	SULLO	SULLO	10/16/2019	LAST 2 WEEKS OF CITATIONS ISSUED			10/23/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 00 MIN

14	CARLSON	LAW FIRM	10/18./19	19-18939 COPY OF 911 & ACCIDENT REPORT			10/28/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
15	BEVERLY	BRITTANY	10/18/2019	COPY OF OFFENSE REPORT THAT OCCURRED ON 9/23/19 W/ALEXANDER, JOHN WILLIAM DOB 8/13/68 "HARRASSMENT" OR ANY OTHER DOCUMENTATION YOU HAVE WITH THIS MALE LISTED. 19-17861			10/23 SENT CLARIFICATION EMAIL TO REQUESTOR 10/24 REQUSTOR WITHDREW REQUEST	*****	*****	*****	*****
16	BALL	BRANDON	10/18/19	COPY OF JV 'INVENTORY SEARCH POLICY' & COPY OF POLICY THAT DISCUSSES WHEN A JV OFFICER HAS TO ARREST SOMEONE WHO HAS A WARRANT FROM A DIFFERENT AGENCY			10/23/19 VIA EMAIL	NO	YES	NO	2 HRS 30 MIN ACCUM 2 HRS 30 MIN
17	FALKE	CATHLEEN	10/22/2019	19-18895 COPY OF OFFENSE REPORT	10/23/19 SENT TO AG FOR OPINION 11/21/19 AG RULED TO WITHHOLD INFO		11/21/19 SENT COPY OF AG LETTER TO REQUESTOR	YES	NO	YES	2 HRS 30 MIN ACCUM 2 HRS 30 MIN
18	SULLO	SULLO	10/31/2019	LAST 2 WEEKS OF CITATIONS ISSUED			11/6/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 30 MIN
19	LEXUS	NEXUS	11/1/2019	LAST MONTH OF CITATION ISSUED			11/6/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 00 MIN
20	SHANNON	LANG	11/4/2019	COPY OF 19-19777 FRAUD REPORT	11/18 SENT TO AG FOR OPINION						2 HRS 00 MIN ACCUM 2 HRS 00 MIN
21	NASH	JUSTIN	11/6/2019	COPY OF C0056116 TRAFFIC STOP VIDEO	11/18 SENT TO AG FOR OPINION						2 HRS 00 MIN ACCUM 2 HRS 00 MIN
22	SULLO	SULLO	11/13/2019	LAST 2 WEEKS OF CITATIONS ISSUED			11/21/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 2 HRS 00 MIN
23	JACKSON	LIZABETH KATILY	11/13/2019	COPY OF 17-18772			11/19/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
24	TAYLOR	KARA	11/19/2019	COPY OF COplete REPORT INCLUDING WTNESS STATEMENTS FROM 19-18839	11/26 SENT TO AG FOR OPINION						2 HRS 00 MIN ACCUM 2 HRS 00 MIN
25	DISCOVERY	RESOURCES	11/21/2019	COPY OF REPORT 18-16079	11/26 SENT TO AG FOR OPINION 12/26 PER AG WITHHOLD DOCUMENTS		12/26/19 SENT BY EMAIL COPY OF AG RULING & REDACTED CRIS REPORT	YES	YES	YES	4 HRS 00 MIN ACCUM 4 HRS 00 MIN



26	GALICIA	JESUS	11/21/19	COPY OF MY ARREST (TRAFFIC ARREST) FROM 2009-2012			11/26/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
27	SULLO	SULLO	11/27/2019	LAST 2 WEEKS OF CITATIONS ISSUED			12/4/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 2 HRS 30 MIN
28	BERNARD	JULIA	12/2/2019	19-21532 COPY OF CFS @ STATION ON 11/28/19 @ 1300			12/10/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 00 HRS 30 MIN
29	LEXUS	NEXUS	12/3/2019	LAST MONTH OF CITATION ISSUED			12/4/19 VIA EAMIL	NO	YES	NO	00 HRS 30 MIN ACCUM 1 HRS 30 MIN
30	BEAZLEY	MARY	12/9/2019	THEFT FROM CITY EMPLOYEE MS. PARKER @ THE GOLF COURSE 15-16734	12/17 COST ESTIMATION EMAILED TO REQUESTOR						
31	KUJAWA	CHRISTINE	12/10/2019	CFS FOR 65 CHERRY HILLS FROM 1/1/2012 TO PRESENT DATE			12/17/19 VIA EMAIL	NO	YES	NO	2 HRS 00 MIN ACCUM 2 HRS 00 MIN
32	SULLO	SULLO	12/11/2019	LAST 2 WEEKS OF CITATIONS ISSUED			12/17/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 3 HRS 00 MIN
33	SULLO	SULLO	12/18/2019	LAST 2 WEEKS OF CITATIONS ISSUED			12/27/19 VIA EMAIL	NO	YES	NO	00 HRS 30 MIN ACCUM 3 HRS 30 MIN
34	GARCIA	LORENA	12/30/2019	COPY OF FULL REPORT 19-18811 INCLUDING PICTURES & OTHER EVIDENCE							
35	SULLO	SULLO	12/31/2019	LAST 2 WEEKS OF CITATIONS ISSUED							
36	HACKETT	COREY	12/30/2019	COPY OF ARREST REPORT FROM 2/27/2016 ARREST FOR FAIL TO ID FUGITIVE, OR GIVING FALS INFO							
37											
38											
39											

**CITY OF JERSEY VILLAGE  
MUNICIPAL COURT  
COLLECTIONS 2019**

MONTH	CITY PORTION			RESTRICTED FUND				STATE & OMNI & COLLECTIONS	TOTAL
	CITY FINES	WARRANT COLLECTION	CITY PORTION OMNI FEES	COURT SEC. FUND	COURT TECH. FEE	JUDICIAL EFF. FEE	CHILD SAFETY	PORTION FEES	
Jan	\$81,073.44	\$9,079.92	\$626.86	\$1,387.22	\$1,849.68	\$276.86	\$134.25	\$45,322.05	\$139,750.28
Feb	\$93,059.49	\$16,083.61	\$1,050.31	\$1,637.07	\$2,182.77	\$324.42	\$70.00	\$60,625.93	\$175,033.60
Mar	\$102,939.19	\$18,827.66	\$1,204.28	\$1,746.24	\$2,332.29	\$346.85	\$0.00	\$69,510.25	\$196,906.76
Apr	\$79,609.21	\$12,093.30	\$903.64	\$1,517.16	\$2,026.91	\$301.02	\$61.62	\$55,186.23	\$151,699.09
May	\$67,558.91	\$10,026.93	\$705.11	\$1,230.95	\$1,644.33	\$244.97	\$42.12	\$46,144.83	\$127,598.15
June	\$71,224.02	\$10,345.53	\$801.60	\$1,415.78	\$1,883.70	\$278.96	\$50.00	\$50,532.64	\$136,532.23
July	\$77,587.83	\$9,905.60	\$699.14	\$1,465.81	\$1,954.40	\$518.52	\$32.88	\$47,097.90	\$139,262.08
Aug	\$68,208.69	\$7,513.11	\$551.77	\$1,319.90	\$1,759.86	\$506.18	\$0.00	\$42,939.07	\$122,798.58
Sept	\$78,150.06	\$9,324.60	\$709.66	\$1,567.88	\$2,090.47	\$540.69	\$25.00	\$51,596.02	\$144,004.38
Oct	\$68,772.52	\$8,995.46	\$648.22	\$1,333.79	\$1,778.44	\$494.99	\$125.00	\$46,791.39	\$128,939.81
Nov	\$53,677.25	\$6,872.02	\$515.94	\$1,022.28	\$1,363.03	\$436.20	\$45.66	\$35,538.67	\$99,471.05
Dec	\$59,385.78	\$7,374.98	\$509.69	\$1,079.67	\$1,439.61	\$205.10		\$38,293.75	\$108,288.58
<b>Totals</b>	<b>\$901,246.39</b>	<b>\$126,442.72</b>	<b>\$8,926.22</b>	<b>\$16,723.75</b>	<b>\$22,305.49</b>	<b>\$4,474.76</b>	<b>\$586.53</b>	<b>\$589,578.73</b>	<b>\$1,670,284.59</b>

**Municipal Courts**  
**Activity Detail**  
**December 1, 2019 to December 31, 2019**

**100.0 Percent Reporting Rate**  
**1 Reports Received Out of a Possible 1**

**Court: Jersey Village**

CRIMINAL CASES							
	Traffic Misdemeanors			Non-Traffic Misdemeanors			
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance	Total
<b>Cases Pending 12/1/2019:</b>							
Active Cases	9,491	63	0	91	758	117	10,520
Inactive Cases	19,418	41	0	166	6,428	52	26,105
Docket Adjustments	0	0	0	0	0	0	0
<b>Cases Added:</b>							
New Cases Filed	836	0	0	2	98	1	937
Cases Reactivated	207	1	0	0	80	0	288
All Other Cases Added	0	0	0	0	0	0	0
<b>Total Cases on Docket</b>	<b>10,534</b>	<b>64</b>	<b>0</b>	<b>93</b>	<b>936</b>	<b>118</b>	<b>11,745</b>
<b>Dispositions:</b>							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	201	2	0	1	40	0	244
Dismissed by Prosecution	112	0	0	0	17	3	132
Total Dispositions Prior to Court Appearance or Trial	313	2	0	1	57	3	376
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	0	0	0	0	0	0	0
By the Court	6	0	0	0	3	0	9
By the Jury	2	0	0	0	0	0	2
Acquittals:							
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Dismissed by Prosecution	20	1	0	0	6	0	27
Total Dispositions at Court Appearance or Trial	28	1	0	0	9	0	38
Compliance Dismissals:							
After Driver Safety Course	39	---	---	---	---	---	39
After Deferred Disposition	68	0	0	1	1	0	70
After Teen Court	0	0	0	0	0	0	0
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	13	---	---	---	---	---	13
All Other Transportation Code Dismissals	125	0	0	1	0	0	126
Total Compliance Dismissals	245	0	0	2	1	0	248
All Other Dispositions	0	0	0	0	0	0	0
<b>Total Cases Disposed</b>	<b>586</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>67</b>	<b>3</b>	<b>662</b>
<b>Cases Placed on Inactive Status</b>	<b>426</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>122</b>	<b>1</b>	<b>552</b>
<b>Cases Pending 12/31/2019:</b>							
Active Cases	9,522	61	0	87	747	114	10,531
Inactive Cases	19,637	40	0	169	6,470	53	26,369
<b>Show Cause and Other Required Hearings Held</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>17</b>	<b>0</b>	<b>89</b>
<b>Cases Appealed:</b>							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Municipal Courts  
Activity Detail  
December 1, 2019 to December 31, 2019**

**100.0 Percent Reporting Rate  
1 Reports Received Out of a Possible 1**

**Court: Jersey Village**

CIVIL/ADMINISTRATIVE CASES	
	Total
<b>Cases Pending 12/1/2019:</b>	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
Docket Adjustments	0
<b>Cases Added:</b>	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
<b>Total Cases on Docket</b>	<b>0</b>
<b>Dispositions:</b>	
Uncontested Civil Fines or Penalties	0
Default Judgments	0
Agreed Judgments	0
Trial/Hearing by Judge/Hearing Officer	0
Trial by Jury	0
Dismissed for Want of Prosecution	0
All Other Dispositions	0
<b>Total Cases Disposed</b>	<b>0</b>
<b>Cases Placed on Inactive Status</b>	<b>0</b>
<b>Cases Pending 12/31/2019:</b>	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
<b>Cases Appealed:</b>	
After Trial	0
Without Trial	0
JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	0
Non-Driving Alcoholic Beverage Code Cases Filed.....	0
Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	0
Truant Conduct Cases Filed.....	0
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed.....	0
All Other Non-Traffic Fine-Only Cases Filed.....	0
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i> .....	0
<i>Discretionary Transfer</i> .....	0
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i> .....	0
<i>Statements Certified</i> .....	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	0

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Municipal Courts  
Activity Detail  
December 1, 2019 to December 31, 2019**

**100.0 Percent Reporting Rate  
1 Reports Received Out of a Possible 1**

**Court: Jersey Village**

ADDITIONAL ACTIVITY		
	Number Given	Number Requests for Counsel
Magistrate Warnings:		
<i>Class C Misdemeanors</i> .....	0	--
<i>Class A and B Misdemeanors</i> .....	0	0
<i>Felonies</i> .....	0	0
		<b>Total</b>
Arrest Warrants Issued:		
<i>Class C Misdemeanors</i> .....		531
<i>Class A and B Misdemeanors</i> .....		0
<i>Felonies</i> .....		0
Capiases Pro Fine Issued .....		0
Search Warrants Issued .....		0
Warrants for Fire, Health and Code Inspections Filed .....		0
Examining Trials Conducted .....		0
Emergency Mental Health Hearings Held .....		0
Magistrate's Orders for Emergency Protection Issued .....		0
Magistrate's Orders for Ignition Interlock Device Issued .....		0
All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond .....		0
Driver's License Denial, Revocation or Suspension Hearings Held .....		0
Disposition of Stolen Property Hearings Held .....		0
Peace Bond Hearings Held .....		0
Cases in Which Fine and Court Costs Satisfied by Community Service:		
<i>Partial Satisfaction</i> .....		4
<i>Full Satisfaction</i> .....		11
Cases in Which Fine and Court Costs Satisfied by Jail Credit .....		7
Cases in Which Fine and Court Costs Waived for Indigency .....		2
Amount of Fines and Court Costs Waived for Indigency .....		\$ 928
Fines, Court Costs and Other Amounts Collected:		
<i>Kept by City</i> .....		\$ 69,079
<i>Remitted to State</i> .....		\$ 27,216
<i>Total</i> .....		\$ 96,295

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

CITY OF JERSEY VILLAGE  
MUNICIPAL COURT  
COURT ROOM ACTIVITIES

<u>DATE</u>	<u>JUDGE/ PROSECUTOR</u>	<u>TOTAL CASES</u>	<u>NO</u>	<u>% TO</u>	<u>SHOWED</u>	<u>% TO</u>	<u>PAYMENT</u>	<u>% TO</u>	<u>DOCKET</u>	<u>% TO</u>
			<u>SHOWED</u>	<u>TOTAL</u>	<u>TOTAL</u>	<u>TOTAL</u>	<u>PLAN</u>	<u>TOTAL</u>	<u>CLOSED</u>	<u>TOTAL</u>
<b>December 11, 2019</b> <u>AM/PM Docket</u>	JUDGE HALICK	553	319	58%	234	42%	35	15%	85	36%
	BRET KISLUK									
<b>December 18, 2019</b> <u>AM/PM Docket</u>	JUDGE CHANCIA	214	27	13%	187	87%	18	10%	108	58%
	LANCE LONG									
<b>December 25, 2019</b> <u>AM/PM Docket</u> <u>no dockets</u> <u>scheduled for the 25th</u>	JUDGE BRASHEAR									
	Lance Long									
<b><u>TOTAL</u></b>		<b>767</b>	<b>346</b>	<b>45%</b>	<b>421</b>	<b>55%</b>	<b>53</b>	<b>13%</b>	<b>193</b>	<b>46%</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020











Specific Offenses.....: Include: 3001, 3001S, 3001SZ, 3006, 3006I

3006 RAN STOP SIGN

Statute: 545.151 TRANSPORTATION CODE

Totals for Offense

Number of Citations for Offense.....:	0
Number of Violations for Offense.....:	0
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0

3586 SPEEDING

Statute: 545.351 TRANSPORTATION CODE

T C0057986 -01 12/11/2019 AR SPEEDING 35 MPH in a 25 MPH 15411 PHILLIPINE ST

Totals for Offense

Number of Citations for Offense.....:	1
Number of Violations for Offense.....:	1
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0

3006I RAN STOP SIGN - INTERSECTION

Statute: TC 545.151

T C0057902 -01 12/05/2019 IA RAN STOP SIGN - INTERSECTION M 16000 WALL ST

Totals for Offense

Number of Citations for Offense.....:	1
Number of Violations for Offense.....:	1
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0

Grand Totals

Total Number of Citations.....:	2
Total Number of Violations.....:	2
Total Number of Citations Juveniles.:	0
Total Number of Citations Minors.....:	0

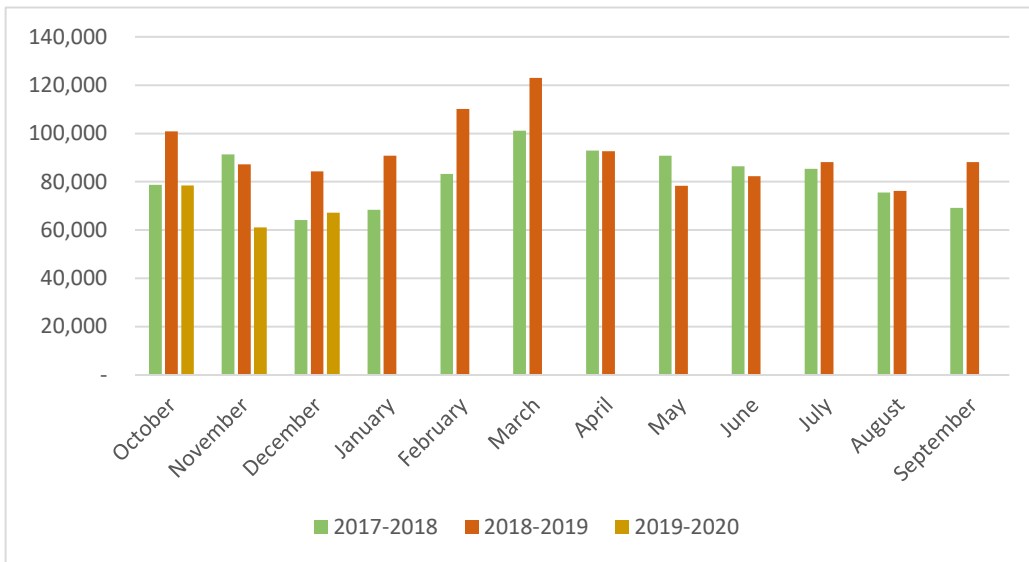
**JERSEY VILLAGE MUNICIPAL COURT ACTIVITY REPORT**

**GENERAL PROCEEDS**

**FY 2017, 2018, 2019**

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
October	78,666	100,832	78,416
November	91,263	87,251	61,065
December	64,109	84,302	67,241
January	68,431	90,781	
February	83,276	110,193	
March	101,163	122,971	
April	92,902	92,606	
May	90,836	78,291	
June	86,467	82,371	
July	85,337	88,193	
August	75,503	76,274	
September	69,179	88,185	
<b>FY Total</b>	<b><u>\$ 987,132</u></b>	<b><u>\$ 1,102,249</u></b>	<b><u>\$ 206,722</u></b>

Average Per Month     \$    82,261     \$    91,854     \$    68,907



CITY OF JERSEY VILLAGE PUBLIC WORKS DEPARTMENT 2019 YEARLY REPORT												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>WATER</b>												
WATER PLANT #1 SEATTLE	0	0	0	0	0	0	0	0	0	0	0	0
WATER PLANT #2 VILLAGE	0.50	0.43	0	0.42	0.48	0	0	0	0	0	0	0
WATER PLANT #3 WEST	0.85	0.58	0	1.52	0	0	1.09	8.521	12.677	10.694	10.483	24.926
CITY OF HOUSTON (SEATTLE)	31.984	28.233	34.03	35.947	34.508	44.825	40.126	48.393	33.8	29.589	22.614	38.277
INTERCONNECT(529)	0.05	0	0.18	0.15	0.07	0.15	0.54	0.12	0.11	0.15	0.22	0.43
TOTAL(Million Gallons)	32.169	28.334	34.048	36.156	34.563	44.840	40.289	56.926	46.462	40.298	33.119	63.246
MAX DAILY FLOW	1.418	1.970	2.839	1.312	1.817	1.828	2.63	4.207	1.821	1.781	1.309	0.817
METER READS	3258	3264	3265	3277	3263	3259	3266	3261	3270	3271	3271	3297
WATER OFF/ON	12	15	7	19	9	18	13	19	3	16	15	13
METER ACCURACY TESTS	0	0	0	0	1	0	0	0	0	0	1	0
MAIN BREAKS REPAIRED	0	0	0	0	0	0	0	0	0	0	0	0
WATER LEAKS REPAIRED	6	8	11	4	9	10	10	6	5	12	5	7
FIRE HYDRANTS SERVICED	1	0	0	0	0	1	0	0	0	0	0	0
METER INSTALLATIONS	76	50	27	18	10	37	44	74	51	3	0	0
SERVICE INSPECTIONS	0	0	19	5	42	7	48	25	14	0	0	0
QUALITY	1	0	2	0	2	1	2	2	0	0	0	0
PRESSURE	0	3	0	0	0	0	0	0	0	0	1	0
SEWER COMPLAINTS	2	0	0	0	0	5	2	0	0	1	0	1
<b>WHITE OAK BAYOU</b>												
AVG. DAILY FLOW (EFFLUENT)	1.051	0.8688	0.8194	0.8188	0.9439	0.8341	0.7486	0.841	0.9393	0.8618	0.8396	*
JV PORTION	0.3859	0.3151	0.2984	0.2977	0.3918	0.2997	2.8513	0.1967	0.4047	0.3579	0.3567	*
% OF PLANT	23.0%	34.6%	38.3%	37.19	29.74	20.08	86.59	26.96	35.0%	21.6%	22.1	*
<b>GARBAGE</b>												
Residential Customers	2172	2173	2173	2179	2169	2215	2172	2168	2176	2176	2174	2190
Complaints	4	2	5	2	4	6	1	0	1	1	2	2
<b>COMMUNITY DEVELOPMENT</b>												
Plans Checked	16	12	3	11	11	7	5	25	16	2	8	12
Sign Plan Reviews	2	1	4	3	3	2	2	2	3	0	2	0
Permits Issued	95	78	91	83	82	59	70	95	71	67	73	125
Inspections (Permit)	90	155	59	127	110	103	96	93	78	118	104	88
Insp (Site)	41	52	33	19	26	45	91	29	107	67	26	26
Conferences	4	6	2	3	5	3	5	1	1	2	3	6
Certificate of Occupancy (Residential)	1	0	0	0	0	0	0	0	0	0	0	0
Certificate of Occupancy (Commercial)	3	4	1	1	3	2	0	0	0	2	1	2
Street/Sidewalk Repairs (in yards)	3	1	0	2	0	0	0	0	0	0	0	1
Sign repairs	2	0	0	0	1	0	0	0	0	0	0	0
<b>CODE ENFORCEMENT</b>												
Violation Letters	26	32	27	32	43	46	35	45	22	39	19	27
Red tags for ordinance violations	35	37	47	38	36	30	20	24	29	47	44	28
Conferences	45	27	31	29	36	30	23	25	23	25	29	22
Signs picked up-bandit and ROW signs	27	12	23	14	14	47	39	34	45	35	19	34
Animals picked up	3	3	4	5	3	4	7	7	2	3	5	9
Animals taken to HC	0	1	1	3	0	2	1	1	1	0	0	1
Traps Issued	2	2	2	0	4	2	0	3	3	3	2	3
<b>FLEET</b>												
Work Orders	49	45	49	37	39	48	63	35	33	34	49	42
Preventative Maintenance	15	6	7	12	10	10	9	9	6	10	6	8
Unscheduled Repairs	35	30	29	17	16	30	39	16	19	18	28	24
New Vehicle Set ups	0	5	0	0	0	0	0	0	0	0	0	0

\* - unavailable at this time



# CITY OF JERSEY VILLAGE, TEXAS

16327 Lakeview Drive, Jersey Village, TX 77040

713-466-2100 (office) 713-466-2140 (fax)

## Status Report

### for City Council

Department of Public Works – December, 2019

This report documents the on-going activities of the Public Works Department for December 2019. The objective is to capture current status, significant events, responses thereto, regulatory and compliance efforts, notable achievements and potential issues to expect in the near future.

1) **Training and Required Staff Certifications:** We have requirements for staff to be licensed/certified in certain operations and we are constantly motivating and offering support for staff to obtain proper licenses. PW is working on an incentive plan to assist staff in obtaining beneficial licenses.

2) **Pending Inspections**

*This month was focused on completing regulatory reporting due 12/26. We are preparing to send a response on the violations reported to us by TCEQ. The preparation of our NAPS (Nitrification Action Plan) reporting is developed and under review. The drawings showing accurate and up-to-date plans for the plants are developed and under review. Once complete they will be forwarded to TCEQ by 12/26/19. Jones/Carter submitted our MS4 report to us for completion; we are working on this.*

3) **New Initiatives/Programs**

- Public Works Building – Discussing a **Grand Opening** for citizens to view the new building, with possible date in 1<sup>st</sup> Quarter 2020.
- Planning a **street striping** and signage initiative – review signage and readability of street signs, paint/repaint cross walks. Received quotes and are determining a split between contractor and us to reduce cost.
- PW is planning to make **sidewalk repairs** on Senate per request from the Mayor. Working with Derrick to repair the most damaged panels in-house.
- We are also commencing the **in-house repair** of some of the City’s **street panels** that have gone bad over the past few years. They were originally moved to the Wall St. project in hopes of obtaining a better price but little action is occurring. Our staff led by Derrick Cooper, have now repaired the **Rio Grande panel**. It should be cured by Monday. Additional panels will be scheduled for repair in-house. This work was quoted by a contractor at **\$45K**, we did it in-house for **<\$1K. Good Work Derrick and Team!**
- Discussing \$100K in past due water bills w/ Isabel and possibly attorney. Looking to outsource the bill collection for past due bills.

4) **Current Work in Progress:**

- Departmental policy for Contract Processing Procedures - Revised - 09-24-2019 (per AB/LC).
- Developing procedures for electronic documents for the PWD; Jim is assigned.
- Developed required plans of all plants for TCEQ violation response.
- Sound wall activity: Construction is supposed to start in Spring 2020, w/ 238 day duration.
- Berm/Wall St improvements on-going, consultant moving ahead w/ plans and additional info.
- Gray water distribution line to golf course has passed Harris County review. It is in TCEQ for review now.



Figure 1: Derrick, Salvador, Brandon & Barry on Rio Grande

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

- Texas Water Development Board approved financial assistance totaling \$78,780,000 for water and wastewater system projects, we are researching applicability to us – this from Chief Bitz.
- Met w/ Garza on city hall plans – discussing 500 year flood levels for building FFE and parking lot. We have crafted a response to lift the building to **3' above the 500-year flood** stage. This matches Harris County's objectives. Also recommending lifting the parking lot out of the 100-year flood plain as it is currently 1' below the flood stage.
- Discussed capping Seattle well due to unforeseen repair costs.
- In speaking w/ Jason we are going to walk April 2020's 5K run route to ensure safety for running and help identify alternatives to parking in front of people's houses, perhaps in the way of "overflow" parking.

## 5) Departmental Report:

### a) Streets/Bridges

- Always working on: Service Orders- Leaks. Cut-ons , cut offs, installs, Customer Service
- Inventory sidewalks on Senate, data from our inventory + Mayor's inventory. Marked Senate Ave. sidewalk for demolition
- We have commenced a **water valve inventory** for the City. We are finding valves where we did not know they existed. Our plan locates and marks the valves and in a possible Phase II, we will test and exercise the valves periodically. This is now 50% complete.
- **Street panel repairs** are being scheduled, Rio Grande lane completed. Moving forward with scheduling additional street panels. 3rd panel identified for repair after Rio Grande.
- **Senate Sidewalk** repair – demo for \$6K and we will build it. The repair areas are marked on each affected sidewalk. Instead of repairing some sections we can grind them to smooth the surface out. We will check it up to Acapulco and double check both sides of Senate for issues.
- Waterline locate for Comcast contractors ongoing project. Informed by CenterPoint said the entire city's gas lines will be replaced. It will take a year.
- We were approved to move ahead with a grant request for a new sweeper. We have been building a Fund for this for 2 years and have \$157,200.
- Derrick provided pics of new trucks being delivered >>.
- Striping for streets, we have our pricing (in L.F.), expect to commence after the New Year, when the schedule is approved.



### b) Code Enforcement/Permitting/Building Official

- Always working on: Full service, daily Code Enforcement, Permitting and Inspections.
- Code Enforcement and DRC meetings occurred.
- Interviewing candidates for Building Inspector, 2<sup>nd</sup> interview of candidate was poor. Reviewing candidates again.
- Reviewing permit submissions for Kia, Level 3, post elementary, city hall. On Kia, I am questioning the detention ponds since there is no outflow from the pond. Engineer said "good question"...
- Dogcatcher issue – who do you want to be responsible for dogs, PW? I spoke to Rayne and she offered officers to assist w/ feeding, water, etc. The small pitbull rec'd care from a puppy organization who treated him for a skin issue. This was due to Barry and his wife's assistance in finding them. With Danielle's help they raised \$600 to help him.

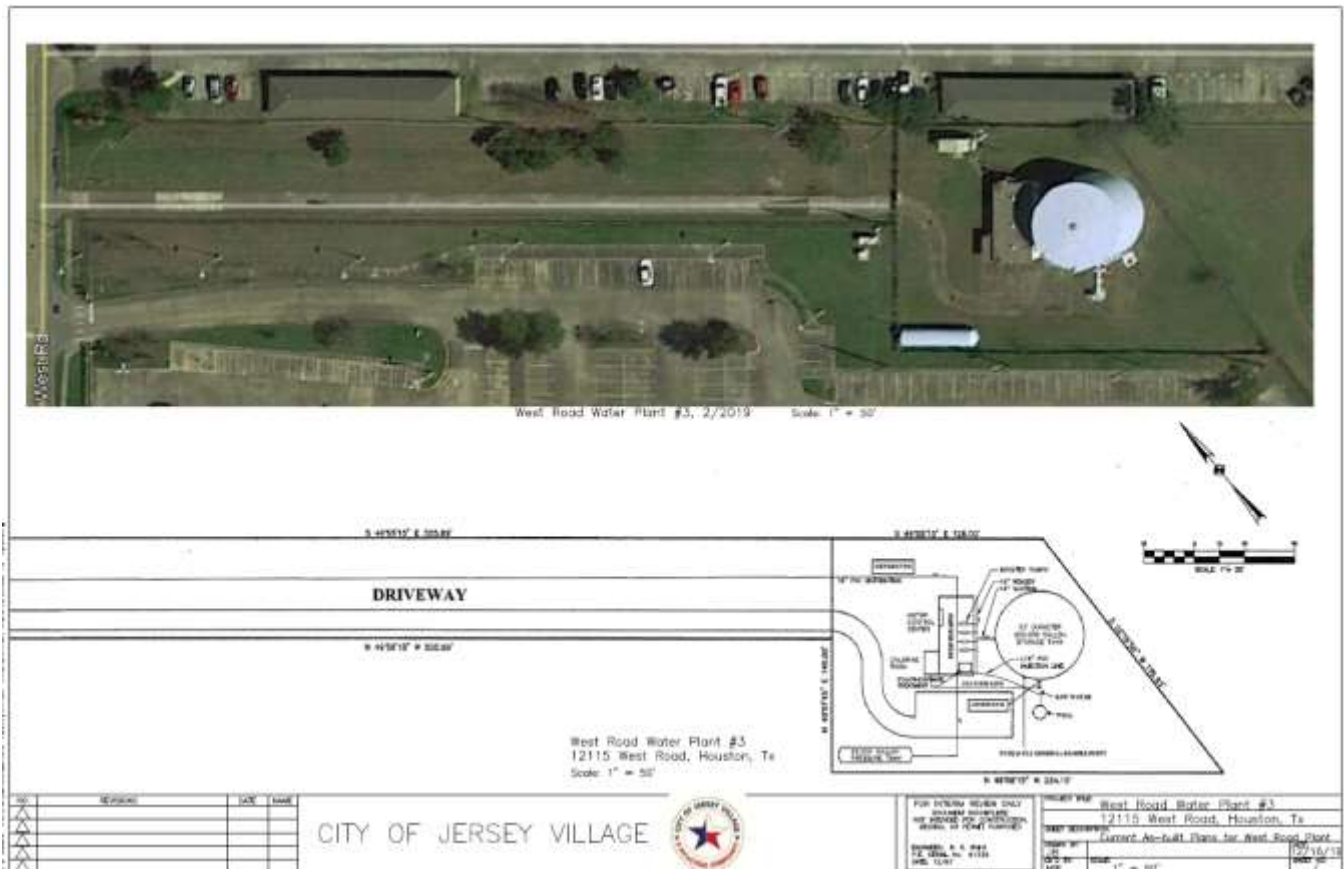
### c) Fleet Maintenance

- Griffin Fence fixed the gate at the New PW building. (see Pics), started working on the gate opener, we are waiting for the electrical panel to complete the installation.

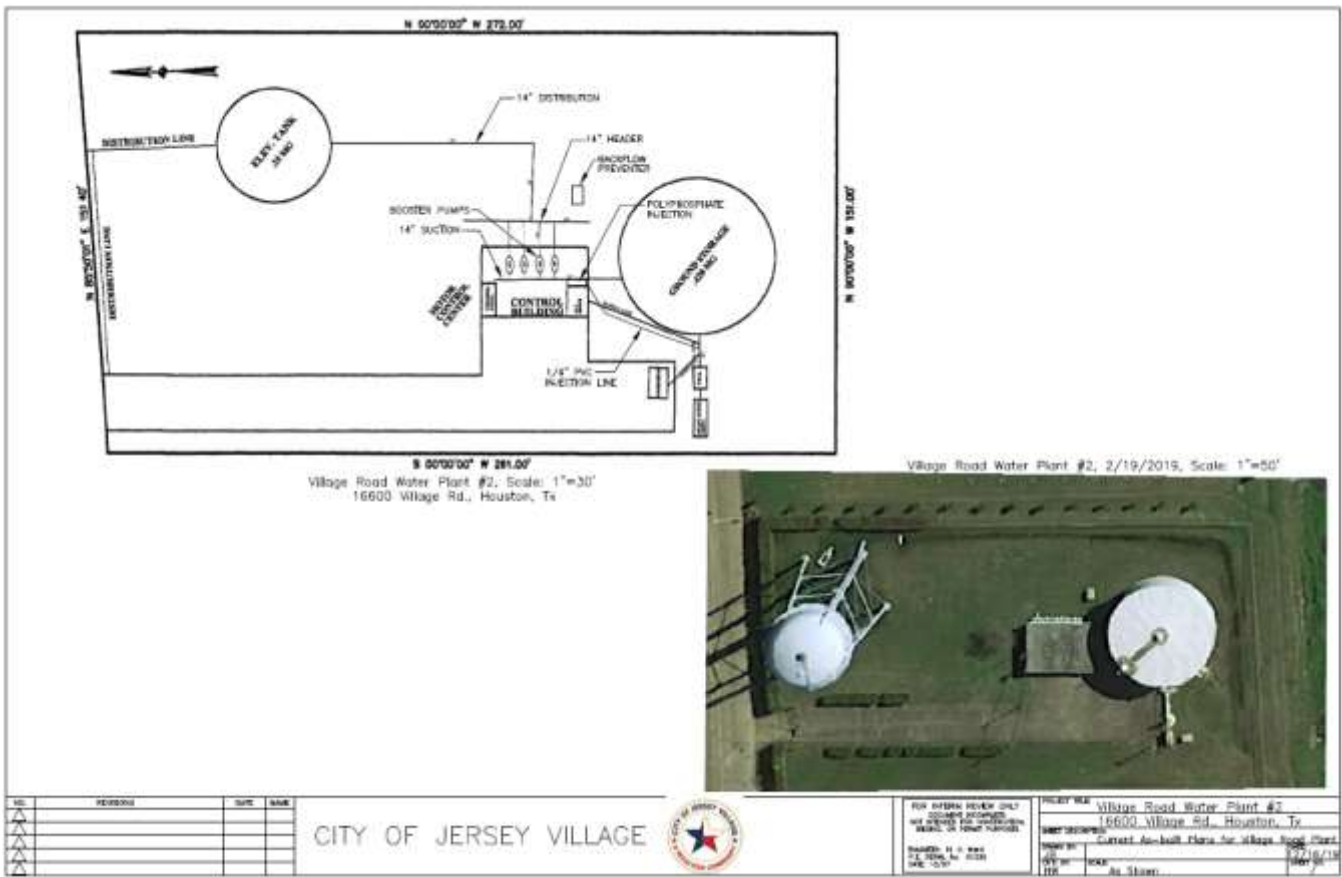
- New PW building seem to be going according to schedule. They painted the walls and they are scheduled to start on the A/C this week.
- We took the scrap metal and the scrap water meters to the recycle center. David and Brandon helped by driving the dump truck and a trailer back and forward. Brought back check for approx. \$4K.
- All staff is moving forward on required training for cybersecurity, FEMA NIMS.
- Our New, replacement vehicles should start arriving after the New Year.
- We ordered the city logos and unit number for all the new vehicles.
- We ordered the utility camper shell for the facility maintenance truck.
- One of the backhoe`s hydraulic hoses ruptured while doing the street panel at Rio Grande, the hose was replaced onsite. Salvador and Berry did a fantastic job assisting Albert and David while replacing the Hose.

**d) Water/Wastewater - Operation of Plants/Lift Stations**

General Preface/Comment – we have prepared our response to TCEQ’s notice of violations and submitted it prior to 12/26/2019, the due date. Our strategy remains to get the plants up, running and on-line. We will repair equipment that can be repaired and replace those that cannot be repaired. Once that is accomplished, we will develop a mid-long term capital improvements plan for the facilities that will modernize them to reduce liability and maintenance costs. Our CIP plan is drafted and is under review. Several facilities have been dormant for some time and will require some care. Preparing to install replacement valves at WWTP.



















Jersey Meadow Golf Course  
Monthly Report

FY 2001 - 2002													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	3,203	3,061	2,774	2,800	2,969	3,734	4,385	4,735	4,182	4,139	3,580	3,592	43,154
Tournament Rounds													
Range buckets	1,388	1,374	844	1,261	1,316	1,897	2,131	2,143	1,818	1,813	1,506	1,476	18,967
Star Memberships				3,075.00	1,650.00	2,275.00	1,725.00	1,125.00	725.00	550.00	775.00	950.00	\$12,850.00
Green Fees/Cart Fees	72,224.98	77,087.14	65,224.37	68,447.62	70,028.61	91,055.04	111,535.50	119,348.59	104,195.50	104,907.23	89,569.50	79,854.95	1,053,479.03
Tournament Fees	17,967.54	10,416.85	1,552.00	0.00	3,741.00	2,498.00	12,004.42	6,740.00	2,220.70	0.00	1,919.00	17,433.92	76,493.43
Range Fees	3,924.83	3,699.12	2,181.79	3,236.49	3,508.36	4,850.70	5,791.90	5,805.72	4,675.54	4,822.48	4,043.98	3,696.75	50,237.66
Sales of Merchandise	7,501.72	7,470.10	8,574.76	4,093.24	4,597.56	8,690.81	7,429.96	7,877.93	8,103.63	5,589.34	5,526.70	4,663.97	80,119.72
Concession Fees	4,471.00	3,728.00	2,457.00	850.00	4,046.00	3,656.00	4,778.00	4,932.00	4,636.00	4,331.00	3,382.00	2,992.00	44,259.00
Miscellaneous Income					3,348.03	10.00		2,115.00	5,080.00	1,880.00	1,860.00	3,030.00	17,323.03
<b>Total Income</b>	<b>\$106,090.07</b>	<b>\$102,401.21</b>	<b>\$79,989.92</b>	<b>\$75,777.35</b>	<b>\$90,919.56</b>	<b>\$113,035.55</b>	<b>\$143,264.78</b>	<b>\$147,944.24</b>	<b>\$129,636.37</b>	<b>\$122,080.05</b>	<b>\$107,076.18</b>	<b>\$112,621.59</b>	<b>\$1,334,761.87</b>
<b>Income Per Round</b>	<b>\$33.12</b>	<b>\$33.45</b>	<b>\$28.84</b>	<b>\$27.37</b>	<b>\$30.07</b>	<b>\$29.66</b>	<b>\$32.28</b>	<b>\$31.01</b>	<b>\$30.83</b>	<b>\$29.36</b>	<b>\$29.69</b>	<b>\$31.09</b>	<b>\$30.63</b>
FY 2000 - 2001													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	3,632	2,387	2,224	1,526	2,087	2,196	3,929	3,482	3,097	3,564	3,433	3,480	35,037
Tournament Rounds													
Range buckets				567	755	1,194	1,757	1,498	1,293	1,252	1,229	1,218	10,763
Green Fees/Cart Fees	100,532.00	59,091.00	57,691.00	42,849.85	53,215.20	55,637.91	108,176.93	93,704.77	79,608.10	86,599.86	76,676.57	82,458.86	\$896,242.05
Tournament Fees	19,585.00	7,087.00	6,235.00	0.00	0.00	4,107.87	9,607.00	14,018.50	332.64	792.00	2,186.00	4,023.02	67,974.03
Range Fees	6,702.00	3,778.00	3,198.00	2,365.14	3,229.47	5,533.59	7,552.85	6,458.97	5,754.22	5,431.94	4,280.78	3,776.78	58,061.74
Sales of Merchandise	19,858.00	4,548.00	5,884.00	3,055.92	2,960.74	8,316.70	9,143.74	7,896.28	7,636.53	6,951.08	8,554.69	6,491.01	91,296.69
Concession Fees	285.00	808.00	417.00	1,726.00	2,278.00	2,982.00	4,942.00	3,701.00	3,099.00	3,441.00	3,256.00	3,505.00	30,440.00
Miscellaneous Income	-571.00	3,254.00	2,407.00										
<b>Total Income</b>	<b>\$146,391.00</b>	<b>\$78,566.00</b>	<b>\$75,832.00</b>	<b>\$49,996.91</b>	<b>\$61,683.41</b>	<b>\$76,578.07</b>	<b>\$139,422.52</b>	<b>\$125,779.52</b>	<b>\$96,430.49</b>	<b>\$103,215.88</b>	<b>\$94,954.04</b>	<b>\$100,254.67</b>	<b>\$1,144,014.51</b>
<b>Income Per Round</b>	<b>\$40.31</b>	<b>\$32.91</b>	<b>\$34.10</b>	<b>\$32.76</b>	<b>\$29.56</b>	<b>\$34.87</b>	<b>\$35.49</b>	<b>\$36.12</b>	<b>\$31.14</b>	<b>\$28.96</b>	<b>\$27.66</b>	<b>\$28.81</b>	<b>\$32.65</b>
Notes: 1. October, November, December 2000 Golf Course under private management contract. City took over management January 1, 2001.													
2. Green Fees and Cart Fees combined into one fee beginning January 2002.													
3. Food and drinks contracted out to private vendor as of January 2001.													
4. Star Membership program began in January 2002.													
5. FY 2000 -2001 - records in Smith Systems Software, no printouts available and the software is offline.													
6. Concession Fees shown in time period of purchase, not when received.													
7. Income/Round: Income does not include Star Memberships; Rounds includes Rounds Played and Tournament Rounds.													
8. Miscellaneous Income includes: Cart fee, Handicap Service, Leagues, expired Gift Certificates, Miscellaneous merchandise and Junior Camp.													
9. As of April, 2016, Leagues are accounted for in Rounds played and in Green Fees.													
10. FY 2016-2017 - Line Item added: Club Rental.													
11. Abbreviations: W-weather RO-rain out CM-course maintenance TT-temporary tees H-holiday													
12. FY 2016-2017 - Miscellaneous Income changed to Miscellaneous Fees per Finance.													





Jersey Village, TX

# Golf Course Monthly Financial Statements

## Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 11 - GOLF COURSE FUND</b>						
<b>Department: 80 - 80</b>						
85 - FEE & CHARGES FOR SERVICE	1,362,000.00	1,362,000.00	156,546.40	406,700.72	-955,299.28	29.86 %
96 - INTEREST EARNED	8,000.00	8,000.00	317.71	1,008.31	-6,991.69	12.60 %
97 - INTERFUND ACTIVITY	663,978.80	663,978.80	0.00	0.00	-663,978.80	0.00 %
98 - MISCELLANEOUS REVENUE	25,000.00	25,000.00	0.00	0.00	-25,000.00	0.00 %
<b>Department: 80 - 80 Total:</b>	<b>2,058,978.80</b>	<b>2,058,978.80</b>	<b>156,864.11</b>	<b>407,709.03</b>	<b>-1,651,269.77</b>	<b>19.80 %</b>
<b>Department: 81 - CLUB HOUSE</b>						
30 - SALARIES, WAGES, & BENEFITS	445,463.00	445,463.00	30,430.54	112,734.17	332,728.83	25.31 %
34 - COST OF SALES	148,190.00	148,190.00	8,285.51	33,848.47	114,341.53	22.84 %
35 - SUPPLIES	17,550.00	17,550.00	1,791.74	3,253.48	14,296.52	18.54 %
45 - MAINTENANCE	8,900.00	8,900.00	94.48	776.42	8,123.58	8.72 %
50 - SERVICES	43,700.00	43,700.00	794.26	7,818.24	35,881.76	17.89 %
54 - SUNDRY	43,000.00	43,000.00	8,647.23	14,095.58	28,904.42	32.78 %
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
60 - OTHER SERVICES	20,200.00	20,200.00	0.00	18,861.26	1,338.74	93.37 %
97 - INTERFUND ACTIVITY	70,525.00	70,525.00	0.00	0.00	70,525.00	0.00 %
<b>Department: 81 - CLUB HOUSE Total:</b>	<b>801,028.00</b>	<b>801,028.00</b>	<b>50,043.76</b>	<b>191,387.62</b>	<b>609,640.38</b>	<b>23.89 %</b>
<b>Department: 82 - COURSE MAINTENANCE</b>						
30 - SALARIES, WAGES, & BENEFITS	560,239.00	560,239.00	39,752.85	133,094.29	427,144.71	23.76 %
35 - SUPPLIES	125,800.00	125,800.00	6,576.94	21,554.56	104,245.44	17.13 %
40 - MAINTENANCE--BLDGS, STRUC	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
45 - MAINTENANCE	25,000.00	25,000.00	1,647.85	2,010.45	22,989.55	8.04 %
50 - SERVICES	8,800.00	8,800.00	258.00	878.14	7,921.86	9.98 %
54 - SUNDRY	101,000.00	101,000.00	3,522.75	17,806.25	83,193.75	17.63 %
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	101.15	303.45	3,196.55	8.67 %
97 - INTERFUND ACTIVITY	84,979.00	84,979.00	0.00	0.00	84,979.00	0.00 %
<b>Department: 82 - COURSE MAINTENANCE Total:</b>	<b>914,318.00</b>	<b>914,318.00</b>	<b>51,859.54</b>	<b>175,647.14</b>	<b>738,670.86</b>	<b>19.21 %</b>
<b>Department: 83 - BUILDING MAINTENANCE</b>						
35 - SUPPLIES	5,500.00	5,500.00	194.76	593.55	4,906.45	10.79 %
40 - MAINTENANCE--BLDGS, STRUC	15,000.00	15,000.00	1,649.62	5,013.62	9,986.38	33.42 %
45 - MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
50 - SERVICES	28,000.00	28,000.00	0.00	1,617.33	26,382.67	5.78 %
<b>Department: 83 - BUILDING MAINTENANCE Total:</b>	<b>53,500.00</b>	<b>53,500.00</b>	<b>1,844.38</b>	<b>7,224.50</b>	<b>46,275.50</b>	<b>13.50 %</b>
<b>Department: 87 - GC CAPITAL IMPROVEMENT</b>						
70 - CAPITAL IMPROVEMENTS	151,000.00	151,000.00	2,902.77	14,542.77	136,457.23	9.63 %
<b>Department: 87 - GC CAPITAL IMPROVEMENT Total:</b>	<b>151,000.00</b>	<b>151,000.00</b>	<b>2,902.77</b>	<b>14,542.77</b>	<b>136,457.23</b>	<b>9.63 %</b>
<b>Department: 88 - EQUIPMENT MAINTENANCE</b>						
30 - SALARIES, WAGES, & BENEFITS	75,822.80	75,822.80	-17.60	19,376.23	56,446.57	25.55 %
35 - SUPPLIES	35,500.00	35,500.00	2,875.15	6,186.26	29,313.74	17.43 %
50 - SERVICES	500.00	500.00	0.00	0.00	500.00	0.00 %
97 - INTERFUND ACTIVITY	27,310.00	27,310.00	0.00	0.00	27,310.00	0.00 %
<b>Department: 88 - EQUIPMENT MAINTENANCE Total:</b>	<b>139,132.80</b>	<b>139,132.80</b>	<b>2,857.55</b>	<b>25,562.49</b>	<b>113,570.31</b>	<b>18.37 %</b>
<b>Fund: 11 - GOLF COURSE FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>47,356.11</b>	<b>-6,655.49</b>	<b>-6,655.49</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>47,356.11</b>	<b>-6,655.49</b>	<b>-6,655.49</b>	<b>0.00 %</b>

CITY COUNCIL MEETING FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>
11 - GOLF COURSE FUND	0.00	0.00	47,356.11	-6,655.49	-6,655.49
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>47,356.11</b>	<b>-6,655.49</b>	<b>-6,655.49</b>

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**Golf Course Fund**  
**For the period ended December 31, 2019**

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
<b>Revenue</b>					
Fees & Charge for Services	1,362,000.00	1,362,000.00	406,700.72	29.86%	1,362,000.00
Interest Earned	8,000.00	8,000.00	1,008.31	12.60%	8,000.00
Interfund Activity	663,978.80	663,978.80	-	0.00%	663,978.80
Miscellaneous Revenue	25,000.00	25,000.00	-	100.00%	25,000.00
Other Agency Revenue	-	-	-	0.00%	-
<b>Total Revenue</b>	<b>2,058,978.80</b>	<b>2,058,978.80</b>	<b>407,709.03</b>	<b>19.80%</b>	<b>2,058,978.80</b>
<b>Expenditures</b>					
Club House	801,028.00	801,028.00	191,387.62	23.89%	801,028.00
Course Maintenance	914,318.00	914,318.00	175,647.14	19.21%	914,318.00
Building Maintenance	53,500.00	53,500.00	7,224.50	13.50%	53,500.00
Capital Improvement	151,000.00	151,000.00	14,542.77	0.00%	151,000.00
Equipment Maintenance	139,132.80	139,132.80	25,562.49	18.37%	139,132.80
<b>Total Expenditures</b>	<b>2,058,978.80</b>	<b>2,058,978.80</b>	<b>414,364.52</b>	<b>20.12%</b>	<b>2,058,978.80</b>

# Jersey Meadow Golf Course

## Social Media Summary Report

January 2020

Statistics are for the month of December 2019

Facebook



Page Likes	New Likes	Posts	Page Reach	Page Engagement
655	13	28	17,178	847
Prior Year				
		39	12,837	
New Reviews	Total Reviews	Total Rating		
0	55	4.1		

Twitter



Followers	New Followers	Tweets	Impressions	Profile Visits
36	-1	0	50	0
Prior Year				
35	0	1	252	23

Yelp



New Reviews	Avg. Rating	Total Reviews	Total Rating
0	0	11	3.5
Prior Year			
0	0	11	3.5

Golf Advisors



New Reviews	Avg. Rating	Total Reviews	Total Rating
4	3.75	239	3.6
Prior Year			
0	0	188	3.5

Trip Advisors



New Reviews	Avg. Rating	Total Reviews	Total Rating
0	0	7	4
Prior Year			
0	0	6	4

Google



New Reviews	Avg. Rating	Total Reviews	Total Rating
7	4.60	186	4
Prior Year			
0	0.00	115	3.9

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

**City of Jersey Village**  
**Parks and Recreation Department**

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TO: Mayor and City Council  
CC: Austin Bleess, City Manager  
FROM: Jason Alfaro, Parks & Recreation Director  
DATE: January 10, 2020  
SUBJECT: Parks and Recreation Department Update

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**Golf Course:**

**Financial Report** - For the month of December, the course received \$110,211 in green fees, and \$5,437 in tournament fees. According to the monthly report, the course had 3,505 rounds of golf and 203 rounds of tournament play. The average income received per round was \$43.66. There was one (1) day that weather affected play, one (1) rain out day, and one (1) day the course closed for a holiday. Merchandise sales for the month totaled \$18,896.

**Clubhouse/Maintenance Report** – The clubhouse held its holiday appreciation sale that included discounts to merchandise, range cards, golf lessons, etc. Overall, the sale went well and we will continue to have holiday specials and discounts. We had a great turnout for our Christmas special that was held on the 24<sup>th</sup>, in which people could sign up to play for twenty-four dollars. We are continuing to have our demo days and junior camps at the course, which remain popular with our patrons. The new golf cart fleet arrived the last week of December and has been well received by customers and staff.

Golf maintenance staff continue to focus on detailed work at the course and supplemental projects. Many of our sand traps are being renovated by removing the old sand, installing new drainage systems and/or cleaning out the existing lines, and installing new sand. Maintenance staff also repaired issues with our old golf cart fleet in anticipation of the new fleet’s arrival. General turf management practices are continuing with mowing, herbicide applications, and spot spraying the course for poa-annua.

**Parks, Recreation, and Facilities:**

**Parks** – The digital marquee signs have been ordered by our contractor and should be on site by the time its ready to install the marquees. The idea is to have the existing marquee signs demolished, have the new signs built, and place the marquee sign monitors. As of right now, the schedule that Republic has submitted shows that demolition and haul off of the existing signs will take place on the 23<sup>rd</sup> of January with substantial completion of the phase being done during the second week of March. The TPAR (Tyler Parks and Recreation) module through our Incode system has commenced. This new system will offer online registration/memberships to any parks and recreation program/event. Users will be able to see a program calendar, or calendar of events that will show availability to a facility for rent, a class or program to register for, or the obtain membership passes. Staff is currently inputting

program information and spreadsheets into the TPAR system. We received proposals in response to the parks master plan RFP and we have an item on the agenda recommending a firm to work with.

**Recreation** – Recreation staff has finished the first draft of our very first parks and recreation activity guide. The guide will be distributed to every address in Jersey Village and will contain information on quality of life activities taking place in the city during the summer. Our goal is to create a bi-yearly guide that is distributed to citizens every February and August. This month our golf and recreation divisions partnered to create an Adult Bingo event at the golf course. There has been a great response from the community regarding this event and we are looking forward to this event. Recreation staff is continuing to plan our spring events. This year we collaborated with i9 Sports to provide youth leagues at Clark Henry Park. We received i9's schedule and have posted information on our social media pages and website pertaining to league registration.

**Facility Maintenance:**

Our facility maintenance division has been busy with building maintenance requests and projects. We have hired one part time employee for custodial services and its working great. We are continuing to secure quotes for our supplemental projects and typical maintenance repair items. Majority of the time has been dedicated to work order requests and preventative maintenance items. We continue to replace fixtures and outdated or worn items, with new LED and high efficiency use items as they go out.

Address	Violation	Red Tag	Letter Mailed	Date	Abated Within Time Required
16214 St Helier	Trash cans visible		x	12/2/19	y
16222 St Helier	Trash cans visible		X	12/2/19	Y
16325 Smith	Trash/Recycling/Yard Waste at curb too early	x		12/2/19	y
16121 Lakeview	Trailer (Box/Gooseneck/Utility) parked-stored		x	12/2/20	y
15701 Acapulco	Trash cans visible		x	12/3/19	y
15909 Acapulco	Fence Maint. Required		x	12/3/19	n
16405 Wall	Trailer (Box/Gooseneck/Utility) parked-stored		x	12/3/19	y
16105 Lakeview	RV - parked/stored over 7 days		x	12/3/19	y
16222 St Helier	Trash/Recycling/Yard Waste at curb too early	x		12/4/19	y
16521 Cornwall	Trash/Recycling/Yard Waste at curb too early	x		12/4/19	y
8317 Rio Grande	RV - parked/stored over 7 days		x	12/4/19	y
16325 Wall	Vehicle on street in excess of 24 hrs	x		12/4/19	y
7914 Argentina	Signs - In City ROW	x		12/5/19	y
15614 Jersey	Trash/Recycling/Yard Waste at curb too early	x		12/5/19	y
16109 St Helier	Trash/Recycling/Yard Waste at curb too early	x		12/5/19	y
0 Chichester	No Solicitors Permit	x		12/5/19	y
15505 Shanghai	Tree/Stump/Shurb - Dead to remove		x	12/6/19	y
16105 Lakeview	RV - parked/stored over 7 days		x	12/6/19	y
15506 Chichester	Trailer (Box/Gooseneck/Utility) parked-stored		x	12/6/19	y
15301 Mauna Loa	RV - parked/stored over 7 days		x	12/9/19	y
9 Augusta Ct	Trash/Recycling/Yard Waste at curb too early	x		12/9/19	y
16217 Smith	Trash/Recycling/Yard Waste at curb too early	x		12/9/19	y
0 Pebble Beach	Trash/Recycling/Yard Waste at curb too late	x		12/9/19	y
16006 Singapore	Fence Maint. Required		x	12/10/19	y
15610 Lakeview	Trailer (Box/Gooseneck/Utility) parked-stored		x	12/10/19	y
16401 Wall	No fence permit	x		12/10/19	y
26 Cherry Hills	No Dumpster permit	x		12/10/19	y
15309 Leeds	Vehicle - Blight/Junk		x	12/11/19	y
15713 Sierra	Dog/Pet - Unregistered		x	12/11/19	y
15705 Singapore	No plumbing permit	x		12/11/19	y
16237 Seattle	Vehicle parked on unpaved surface		x	12/12/19	y

Address	Violation	Red Tag	Letter Mailed	Date	Abated Within Time Required
16110 Jersey	Trash cans visible		x	12/12/19	y
16109 Congo	Dog - At Large	x		12/12/19	y
15717 Acapulco	Trash cans visible		x	12/12/19	y
15714 Seattle	Dog - At Large	x		12/12/19	y
17356 NW Freeway	Trash enclosure maintenance		x	12/13/19	y
16109 Congo	Dog/Pet - Unregistered		x	12/13/19	y
35 Cherry Hills	Signs - In City ROW	x		12/13/19	y
16013 Seattle	Trash/Recycling/Yard Waste at curb too early	x		12/16/19	y
16206 Singapore	Trash/Recycling/Yard Waste at curb too early	x		12/16/19	y
16305 Congo	Trash/Recycling/Yard Waste at curb too late	x		12/16/19	y
16233 Congo	Trash/Recycling/Yard Waste at curb too late	x		12/16/19	y
15917 Singapore	Dog - At Large	x		12/17/19	y
15906 Singapore	Signs - In City ROW	x		12/17/19	y
0 Village	Yard/Lot Maintenance		x	12/17/19	y
15909 Acapulco	Fence Maint. Required		x 2nd	12/17/19	y
15702 Ginger	Dog - At Large	x		12/18/19	y
15713 Sierra	Address not visible		x	12/18/19	y
15605 Congo	No siding permit	x		12/18/19	y
15609 Congo	Trash/Recycling/Yard Waste at curb too early	x		12/18/19	y
17800 NW Freeway	Illegal dumping		x	12/19/19	y
16421 Smith	Dog/Pet - Unregistered		x	12/19/19	n
15701 Acapulco	Address not visible		x	12/19/19	n
16206 Congo	Trash/Recycling/Yard Waste at curb too early	x		12/19/19	y



# City of Jersey Village

## Social Media Summary Report

January 2020

Statistics are for the month of December 2019

Facebook



Current Year				
Page Likes	New Likes	Posts	Page Reach	Page Engagement
2,047	43	96	36,400	4,591
Prior Year				
		71	25,183	2,973

Twitter



Followers	New Followers	Tweets	Impressions	Profile Visits
348	2	78	5,701	217
Prior Year				
		77	8,731	87

Constant Contact



Campaigns	Emails	Open Rate	Click Through Rate
3	1,659	54%	48%
Prior Year			
1	769	58%	22%
		Benchmark Open Rate	Benchmark Click Through Rate
		22%	8%

Benchmark metric is provided by Constant Contact comparing us to other Governmental users of their services

Nextdoor



Current Year		
Posts	Thanks	Impressions
5	9	2,012
Prior Year		
6	11	2,656

YouTube



Current Year		
Live Views	Recorded Views	Subscribers
20	320	80
Prior Year		
21	87	36

Instagram



Followers	Posts	Engagement Rate
243	43	4.0%

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON DECEMBER 16, 2019 AT 7:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.**

**A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

The meeting was called to order by Mayor Mitcham at 7:00 p.m. with the following present:

Mayor, Andrew Mitcham  
Council Member, Drew Wasson  
Council Member, Greg Holden  
Council Member, Bobby Warren  
Council Member, James Singleton  
Council Member, Gary Wubbenhorst

City Manager, Austin Bless  
City Secretary, Lorri Coody  
City Attorney, Scott Bounds  
City Attorney, Justin Pruitt

City Attorney, Justin Pruitt was not present when this meeting was called to order, but joined the meeting in progress at 7:28 p.m.

Council Member Singleton was not present when this meeting was called to order, but joined the meeting in progress at 7:29 p.m.

Staff in attendance: Mark Bitz, Fire Chief; Kirk Riggs, Interim Chief of Police; Christian Somers, Building Official; Jason Alfaro, Director of Parks and Recreation; and Harry Ward, Director of Public Works.

Finance Director, Isabel Kato, was not present at this meeting. Fire Chief, Mark Bitz was not present when this meeting was called to order, but joined the meeting in progress at 7:12 p.m.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Prayer and pledge by: Rene Tourant, a Representative from Foundry United Methodist Church, Jersey Village, Texas.

**C. CITIZENS' COMMENTS**

Any person who desires to address City Council regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and City Council Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the City Council.

**John Brogan, 6718 Ashmore Drive, Houston, Texas 77069 (281) 799-1066:** Mr. Brogan spoke to City Council about the Boy Scouts. He is the District Commissioner for the eastern half of the Cy-fair Independent School District. He thanked City Council for the use of the City of Jersey Village facilities for meetings and trainings. He invited City Council and the Jersey Village residents to attend their next meeting which will be held on January 9, 2020 at 7 PM. During that meeting, they will share the peace light, a flame from Bethlehem that has been shared across the United States. He then gave a handout that explained the peace light.

**Jon Rosenthal, State Representative. District 135:** Mr. Rosenthal is the State Representative for District 135. He thanked Council for welcoming him and allowing him to speak. He has been in office 12 months serving as our Representative. He does the best to hold the City of Jersey Village's interest at the State Capital. He spoke to several bills designed to take power from cities.

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He voted against them. He introduced himself to the audience and gave his office location. He invited the residents to his open house that will be held this Saturday.

**Merrilee Beazley, 14910 Lakeview Drive, Jersey Village, Texas:** Ms. Beazley spoke to City Council about the concerns she has for the City of Jersey Village. She is very troubled about the Jersey Village Police Department and stated that Jersey Village has a speed trap. She stated she was concerned about problems with former Chief of Police, Eric Foerster. She wanted to know when all of the City Officials learned about the problems with the former chief. She wanted to know what was done about it. She mentioned the former Chief's termination letter and stated that she was concerned for the safety of employees. She is also concerned how tax dollars are being spent.

*Fire Chief, Mark Bitz, joined the meeting in progress at 7:12 p.m.*

**Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 553-8625:** Mr. Maloy spoke to City Council about HB 2840 concerning public comments during public meetings. In connection with this bill, he told City Council that during the November 18, 2019 City Council Work Session Meeting, he was not permitted to speak during the item concerning the golf course clubhouse and convention center. Rather, he was only permitted to speak during the public comment session which was held at the beginning of the meeting. He said that during the actual item, a question was asked about the total dollars spent so far on the project. The question was not answered. He wanted an answer to the question and was not permitted to press for same. He told City Council that he feels that residents should be permitted to speak on each item, rather than at the beginning of the meeting during the public comment section.

**D. CITY MANAGER'S REPORT**

City Manager Bless, gave his monthly report as follows:

1. **Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report – October 2019, General Fund Budget Projections as of November 2019, and Utility Fund Budget Projections – November 2019.**
2. **Open Records Requests – Non-Police**
3. **Fire Departmental Report and Communication Division's Monthly Report**
4. **Warrant Report, Investigations/Calls for Service Report, Staffing/Recruitment Report, and Police Open Records Requests**
5. **Municipal Court Collection Report, Municipal Court Activity Report, Municipal Court Courtroom Activity Report, Speeding and Stop Sign Citations within Residential Areas Report, and Court Proceeds Comparison Report**
6. **Public Works Departmental Summary and Public Works Departmental Status Report**
7. **Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary; Golf Course Social Media Summary Report, and Parks and Recreation Departmental Report**

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- 8. **Report from Code Enforcement**
- 9. **City Social Media Summary Report**
- E. **CONSENT AGENDA**

The following items are considered routine in nature by the City Council and will be enacted with one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

- 1. **Consider approval of the Minutes for the Regular Session Meeting and the Work Session Meeting both held on November 18, 2019.**
- 2. **Consider Resolution No. 2019-80, approving the Municipal Court Clerk’s application for appointment of Deputy Clerk.**

RESOLUTION NO. 2019-80

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE MUNICIPAL COURT CLERK’S APPLICATION FOR APPOINTMENT OF DEPUTY CLERK.

- 3. **Consider Ordinance No. 2019-40, amending the General Fund Budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 by increasing line item 01-10-7621 (city sales tax) in the amount not to exceed \$320,000, line item 01-10-7622 (sales tax reduction property taxes) in the amount not to exceed \$160,0000, line item 01-12-5023 (grants and incentives) in the amount not to exceed \$416,500 and line item 01-14-3502 (postage and freight) in the amount not to exceed \$3,700.**

ORDINANCE NO. 2019-40

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019 BY INCREASING LINE ITEM 01-10-7621 (CITY SALES TAX) IN THE AMOUNT NOT TO EXCEED \$320,000, LINE ITEM 01-10-7622 (SALES TAX REDUCTION PROPERTY TAXES) IN THE AMOUNT NOT TO EXCEED \$160,0000, LINE ITEM 01-12-5023 (GRANTS AND INCENTIVES) IN THE AMOUNT NOT TO EXCEED \$416,500 AND LINE ITEM 01-14-3502 (POSTAGE AND FREIGHT) IN THE AMOUNT NOT TO EXCEED \$3,700.

Council Member Warren moved to approve items 1 through 3 on the consent agenda. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, and Wubbenhorst

Nays: None

The motion carried.

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**F. REGULAR SESSION**

- 1. Consider Resolution No. 2019-81, appointing a member to fill the unexpired term ending September 30, 2020 for Position Five (5) on the Recreation and Events Committee.**

Lorri Coody, City Secretary, introduced the item. Background information is as follows: Position Five (5) on the Recreation and Events Committee is vacant. This item is to fill the unexpired term of Position Five (5), which began on October 1, 2018 and will expire on September 30, 2020. Three applications were included in the meeting packet for consideration.

With limited discussion on the matter, Council Member Wasson moved to approve Resolution No. 2019-81, appointing Ashley Brown to fill the unexpired term ending September 30, 2020 for Position Five (5) on the Recreation and Events Committee. Council Member Warren seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-81

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING A MEMBER TO FILL THE UNEXPIRED TERM ENDING SEPTEMBER 30, 2020 FOR POSITION FIVE (5) ON THE RECREATION AND EVENTS COMMITTEE.

- 2. Consider Resolution No. 2019-82, appointing members to serve as Directors on the Tax Increment Reinvestment Zone Board for the City of Jersey Village Tax Increment Reinvestment Zone No. 2 for the Term to begin on January 1, 2020 and end December 31, 2021.**

Lorri Coody, City Secretary, introduced the item. Background information is as follows:

This item is to make appointments to the Tax Increment Reinvestment Zone Board.

Currently, there are no vacant positions open on the Board; but the term of office for Positions 1, 2, and 6 expire on December 31, 2019. The new term for these positions begins on January 1, 2020 and will end on December 31, 2021.

Ty Camp, who currently serves on the Board in position 2, desires reappointment. Andrea Grimm, serving in position 1 and Simon Hughes serving in position 6 do not desire reappointment. Two applications were included in the meeting packet for consideration.

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With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-82, appointing John Baucum to Position 1, Ty Camp to Position 2, and Robert Ottmann to Position 3 to serve as Directors on the Tax Increment Reinvestment Zone Board for the City of Jersey Village Tax Increment Reinvestment Zone No. 2 for the Term to begin on January 1, 2020 and end December 31, 2021. Council Member Wasson seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-82

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING MEMBERS TO SERVE AS DIRECTORS ON THE TAX INCREMENT REINVESTMENT ZONE BOARD FOR THE CITY OF JERSEY VILLAGE TAX INCREMENT REINVESTMENT ZONE NO. 2 FOR THE TERM TO BEGIN ON JANUARY 1, 2020 AND END DECEMBER 31, 2021.

**3. Consider Resolution No. 2019-83, appointing the Presiding Municipal Court Judge and the Municipal Court Judges for the term beginning January 1, 2020 and ending December 31, 2021.**

Austin Bleess, City Manager, introduced the item. Background information is as follows: Discussions were had on October 14, 2019 in Executive Session concerning this item.

This item is to appoint the presiding judge of the Municipal Court and the Municipal Court judges for the period beginning January 1, 2020 and ending December 31, 2021. This is in accordance with Section 5.07 of the City of Jersey Village Charter.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-83, appointing the Presiding Municipal Court Judge and the Municipal Court Judges for the term beginning January 1, 2020 and ending December 31, 2021. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-83

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING THE PRESIDING MUNICIPAL COURT JUDGE AND THE MUNICIPAL COURT JUDGES FOR THE TERM BEGINNING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2021.

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*City Attorney, Justin Pruitt joined the meeting in progress at 7:28 p.m. Council Member James Singleton joined the meeting in progress at 7:29 p.m.*

**4. Consider Resolution No. 2019-84, appointing Humberto Ramirez as Municipal Court Clerk of the City of Jersey Village for the term beginning January 1, 2020 and ending December 31, 2021.**

Austin Bleess, introduced the item. Background information is as follows: Section 5.07 of the Charter calls for the appointment of a municipal court clerk for a term of two years to run concurrently with the term of judge(s). Humberto Ramirez currently serves as the City of Jersey Village Municipal Court Clerk. Staff respectfully requests the Humberto Ramirez be appointed to serve another term as Municipal Court Clerk beginning January 1, 2020 and ending December 31, 2021.

With limited discussion on the matter, Council Member Wasson moved to approve Resolution No. 2019-84, appointing Humberto Ramirez as Municipal Court Clerk of the City of Jersey Village for the term beginning January 1, 2020 and ending December 31, 2021. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, Singleton, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-84

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING HUMBERTO RAMIREZ AS MUNICIPAL COURT CLERK OF THE CITY OF JERSEY VILLAGE.

**5. Consider Resolution No. 2019-85, authorizing the City Manager to submit a grant application to TxVEMP for a new street sweeper to replace the City's existing sweeper.**

Harry Ward, Director of Public Works, introduced the item. Background information is as follows:

On 7/29/2017, the City purchased a used street sweeper from Bexar County through a used sweeper dealer. The Town Manager informed us of this grant and we apparently qualify for a portion of the grant. We are seeking authorization to submit this grant with the intention of purchasing a new sweeper if approved by the TxVEMP group. The grant is for \$116,253.00.

Applicants selected for award must commit to:

- Rendering the vehicle or engine being replaced under the grant inoperable; and

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- Using the grant-funded vehicle at least 51% of the vehicle’s annual miles of operation in a priority area for an activity life of five years.

We have currently budgeted \$157,200 towards a new sweeper and if this is approved we have more than enough to acquire a new sweeper.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-85, authorizing the City Manager to submit a grant application to TxVEMP for a new street sweeper to replace the City’s existing sweeper. Council Member Singleton seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, Singleton, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-85

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO TXVEMP FOR A NEW STREET SWEEPER TO REPLACE THE CITY’S EXISTING SWEEPER.

- 6. Discuss and take appropriate action concerning a progress report from the Owners of the property located at 16884 NW FWY, Jersey Village, Texas concerning the progress on the performance of the permitted work required under Ordinance 2019-11, which found the structures on the Property to be substandard and a public nuisance; ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days; authorized the repair or demolition of the structures on the Property if the owners fail to abate the substandard and dangerous structures; authorized a lien against the Property for the costs of repair or demolition; and made other findings and provisions related thereto.**

Christian Somers, Building Official, introduced the item. Background information is as follows: On May 13, 2019, City Council approved Ordinance No. 2019-11, which found the structures on the Property located at 16884 NW FWY to be substandard and a public nuisance and ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days.

Since May 13, 2019, Council has received progress reports on compliance with Ordinance No. 2019-11 on June 17, 2019, July 15, 2019, August 19, 2019, September 16, 2019, October 14, 2019 and November 18, 2019.

In completing the November 18, 2019 progress report, City Council expected the following items to be completed by the next progress report on December 16, 2019:



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- 1) Payment of the Hotel Taxes; and
- 2) Construction work in progress.

To date, the following actions have been taken by the property owner:

- 1) The Hotel Taxes have not been paid - \$11,281.78 is owed through 12/16/2019; and
- 2) Reconstruction is underway.

This item is to receive the seventh progress report and take any action deemed appropriate.

Building Official, Christian Somers spoke to the progress being made at this location. He spoke to the mold remediation and the products being applied to eliminate same. Over the past two weeks he has reviewed several submittals of plans for the roof. There have been some problems, but they are working on a solution. He will need an engineer to sign off on the final plan submittal.

Attorney Jones gave an update. She stated that the walkways are complete and the roofing material has been ordered. She said that a majority of the mold remediation work has been completed. She got an email concerning the HOT tax and is reviewing it with her client. She hopes to have it resolved by next month.

Building Official Somers stated that a trailer with a dog had been moved on site for security. He also gave information on framing etc.

Discussion was held concerning the issuance of a certificate of occupancy before the HOT taxes have been paid. It is hopeful that this issue will be resolved before it comes time to issue the certificate. The next meeting will be held on January 20 at 7:00 PM. Council wants to see continued progress on the project.

**G. MAYOR AND COUNCIL COMMENTS**

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by a member of the governing body or an official or employee of the municipality;
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

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**Council Member Warren:** Council Member Warren wished everyone a merry Christmas and a happy new year. He wants everyone to be safe. He appreciates all of the Christmas decorations that he has seen throughout the city.

**Council Member Holden:** Council Member Holden had no comments.

**Council Member Wasson:** Council Member Wasson also wished everyone a merry Christmas and a happy new year.

**Council Member Singleton:** Council Member Singleton apologized for being late. He got tied up at work. He gave congratulations to Rayne Herzog for being employee of the year.

**Council Member Wubbenhorst:** Council Member Wubbenhorst had no comments.

**Mayor Mitcham:** Mayor Mitcham wished everyone a merry Christmas and a happy new year. He stated that we have much to be thankful for in the City of Jersey Village. He thanked City Staff and the Jersey Village Fire Department Volunteers for all their help in making Jersey Village a good place to live. He appreciates the support.

**H. RECESS THE REGULAR SESSION**

Mayor Mitcham recessed the Regular Session at 7:39 p.m. to convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.072 Real Property, Section 551.071 Consult with Attorney, and Section 551.087 - Economic Development Negotiations.

**I. EXECUTIVE SESSION**

- 1. Pursuant to the Texas Open Meeting Act Section 551.072 Deliberations about Real Property and Section 551.071 Consultations with Attorney, a closed meeting to deliberate the possible exchange, sale or value of property located at RES D 1 through 5, of Block 3, DIRECTORS LT, NORTHWEST STATION SEC 1.**
- 2. Pursuant to the Texas Open Meetings Act, Section 551.087, conduct deliberations regarding Economic Development Negotiations to locate a Retail Service Center within Jersey Village.**

**J. ADJOURN EXECUTIVE SESSION**

Mayor Mitcham adjourned the Executive Session at 7:59 p.m. and reconvened the Regular Session, stating that no final actions, decisions, or votes were had during the Executive Session.

**K. RECONVENE THE REGULAR SESSION**

- 1. Consider Resolution No. 2019-86, approving the sale of approximately 0.5739 acres of land north of US 290 at approximately 18200 Northwest Freeway in Jersey Village, Texas, to SB Ventures, LLC for the sum of \$135,000, pursuant to a real property**

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – DECEMBER 16, 2019

**purchase agreement made by and between the City of Jersey Village and SB Ventures, LLC; and, authorizing the City Manager to take all appropriate and necessary steps to complete the sale of said property.**

Austin Bless, City Manager, introduced the item. Background information is as follows: The City has been approached by SB Ventures LLC, 18340 Northwest Freeway, to buy city owned property abutting their land at approximately 18200 Northwest Freeway. The City Manager and the City Attorney have worked with SB Ventures LLC to comply with Texas Local Government Code Chapter 272, which authorizes the sale of land to abutting land owners for no less than the fair market value, as determined by an appraisal, when the land has no access to public roads.

The other abutting landowners were contacted and have not expressed interest in buying the parcels.

The City obtained the property when we annexed that area back in 1999. The property has sat vacant since then. The City has easements on the north and east side of the property for utilities (ie. Water, sewer, etc.) that run with the property.

With limited discussion on the matter, Council Member Warren moved to approve Resolution No. 2019-86, approving the sale of approximately 0.5739 acres of land north of US 290 at approximately 18200 Northwest Freeway in Jersey Village, Texas, to SB Ventures, LLC for the sum of \$135,000, pursuant to a real property purchase agreement made by and between the City of Jersey Village and SB Ventures, LLC and providing for a City of Jersey Village utility easement; and authorizing the City Manager to take all appropriate and necessary steps to complete the sale of said property. Council Member Holden seconded the motion. The vote follows:

Ayes: Council Members Wasson, Holden, Warren, Singleton, and Wubbenhorst

Nays: None

The motion carried.

RESOLUTION NO. 2019-86

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPROVING THE SALE OF APPROXIMATELY 0.5739 ACRES OF LAND NORTH OF US 290 AT APPROXIMATELY 18200 NORTHWEST FREEWAY IN JERSEY VILLAGE, TEXAS, TO SB VENTURES, LLC FOR THE SUM OF \$135,000, PURSUANT TO A REAL PROPERTY PURCHASE AGREEMENT MADE BY AND BETWEEN THE CITY OF JERSEY VILLAGE AND SB VENTURES, LLC; AND, AUTHORIZING THE CITY MANAGER TO TAKE ALL APPROPRIATE AND NECESSARY STEPS TO COMPLETE THE SALE OF SAID PROPERTY.

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS – DECEMBER 16, 2019

2. **Consider Resolution 2019-87, Resolution No. 2019-87, authorizing the City Manager to enter into a Chapter 380 Economic Development Agreement with Gordon NW Village, LP.**

No action was taken on this item.

RESOLUTION NO. 2019-87 – NO ACTION TAKEN

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH GORDON NW VILLAGE LP, RELATING TO THE PROVISION OF DEVELOPMENT SERVICES WITHIN THE CITY.

**L. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 8:02 p.m.



\_\_\_\_\_  
Lorri Coody, City Secretary

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** F02

**AGENDA SUBJECT:** Consider Ordinance No. 2020-01, ordering a general election to be held on May 02, 2020, for the purpose of electing three (3) councilmembers (Place 1, Place 4, and Place 5); providing for ballots; designating the time and place of holding such election; providing appointment of election officials and their compensation; providing for notices; providing for publication; providing for a runoff election if required; providing a severability clause; providing an effective date.

**Dept./Prepared By:** Lorri Coody, City Secretary **Date Submitted:** December 18, 2019

**EXHIBITS:** [Ordinance No. 2020-01](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0,000.00
	Amount Budgeted:	\$	0,000.00
	Appropriation Required:	\$	0,000.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The general election for the city will be held on May 02, 2020, for the purpose of electing the following officials of the City:

Councilmember, Place 1  
Councilmember, Place 4  
Councilmember, Place 5

The deadline for filing for a place on the ballot is February 14, 2020 at 5:00 p.m. and the deadline for ordering an election is also February 14, 2020.

**RECOMMENDED ACTION:**

**MOTION:** To approve Ordinance No. 2020-01, ordering a general election to be held on May 02, 2020, for the purpose of electing three (3) councilmembers (Place 1, Place 4, and Place 5); providing for ballots; designating the time and place of holding such election; providing appointment of election officials and their compensation; providing for notices; providing for publication; providing for a runoff election if required; providing a severability clause; providing an effective date.

**ORDINANCE NO. 2020-01**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 02, 2020, FOR THE PURPOSE OF ELECTING THREE (3) COUNCILMEMBERS (PLACE 1, PLACE 4 AND PLACE 5); PROVIDING FOR BALLOTS; DESIGNATING THE TIME AND PLACE OF HOLDING SUCH ELECTION; PROVIDING APPOINTMENT OF ELECTION OFFICIALS AND THEIR COMPENSATION; PROVIDING FOR NOTICES; PROVIDING FOR PUBLICATION; PROVIDING FOR A RUNOFF ELECTION IF REQUIRED; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.**

\* \* \* \* \*

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS;**

**Section 1.** In accordance with the general laws, the City Charter, and Constitution of the State of Texas, a General Municipal Election is hereby called and ordered for Saturday, May 02, 2020, the same being the first Saturday in May, at which election all qualified voters of the City may vote for the purpose of electing the following officials of the City:

- Councilmember, Place 1
- Councilmember, Place 4
- Councilmember, Place 5

**Section 2.** No person's name shall be placed upon the official ballot as a candidate for any of the above-mentioned positions unless such person shall have filed his or her sworn application, as provided by the laws of the State of Texas, with the City Secretary of the City at the Municipal Government Center, located at 16327 Lakeview Drive, Jersey Village, Texas 77040, not later than five o'clock (5:00) p.m. on February 14, 2020. The City Secretary shall note on the face of each such application the date and time of its filing. Such application shall include the position the candidate is seeking.

**Section 3.** The present boundaries of the City constituting one (1) election precinct, the polls shall be open for voting from seven o'clock (7:00) a.m. until seven o'clock (7:00) p.m. at the

following polling place, and the following are hereby appointed officers to conduct the election at said polling place:

**POLLING PLACE**

Civic Center Auditorium  
16327 Lakeview Drive  
Jersey Village, Texas 77040

**ELECTION OFFICERS**

Barbara J. Freeman	Presiding Judge
Karie Lawrence	Alternate Presiding Judge

The City Secretary is hereby authorized and directed to provide a copy of this Ordinance to each judge as written notice of the appointment as required by the Texas Election Code. The City Secretary is empowered to appoint replacement judges, should the presiding and/or alternate election judge be unavailable for the election.

The Presiding Judge shall have the authority to appoint no more than eight (8) clerks to assist in the holding of said election, but in no event shall the Presiding Judge appoint fewer than two (2) clerks. The judges shall be paid at the rate of fourteen dollars (\$14.00) per hour; and the election clerks shall be paid at the rate of twelve dollars (\$12.00) per hour.

**Section 4.** The City Secretary is hereby appointed clerk for early voting. The appointment of deputy clerks for early voting by the City Secretary shall be in accordance with the Texas Election Code. The

Municipal Government Center  
Mayor’s Office  
16327 Lakeview Drive  
Jersey Village, Texas 77040

is hereby designated as the place for early voting for said election. Except as otherwise provided herein, early voting by personal appearance shall be conducted on weekdays during the hours that

the City Secretary's main business office is regularly open for business, that is, from eight o'clock (8:00) a.m. until five o'clock (5:00) p.m., beginning on the twelfth (12th) day and continuing through the fourth (4th) day preceding the date of said election. The City Secretary shall provide for early voting for at least 12 hours on two weekdays, being April 27, 2020 and April 28, 2020 from 7:00 a.m. to 7:00 p.m. with such dates and times being included in the notice of election provided for in Section 11 hereof. The early voting clerk's mailing address to which ballot applications and ballots voted by mail may be sent is 16327 Jersey Drive, Jersey Village, Texas 77040. Applications for ballots by mail may also be received by the early voting clerk electronically at [lcoody@jerseyvillagetx.com](mailto:lcoody@jerseyvillagetx.com). The early voting clerk, in accordance with the provisions of the Texas Election Code, shall maintain a roster listing each person who votes early by personal appearance and each person to whom an early ballot to be voted by mail is sent. The roster shall be maintained in a form approved by the Secretary of State.

**Section 5.** Barbara J. Freeman is hereby appointed as Presiding Judge of the Early Ballot Board. In accordance with the Texas Election Code, said Presiding Judge shall appoint at least two (2) other members to said Board, and said Board shall process early voting results in accordance with said Texas Election Code.

**Section 6.** All ballots shall be prepared in accordance with the Texas Election Code. Paper ballots shall be used for early voting and for voting on Election Day. In accordance with Section 61.012 of the Texas Election Code, the City will provide in every polling place at least one voting station that is accessible to a voter with disabilities. The ExpressVote Ballot Marking Device will be provided for those voters. All expenditures necessary for the conduct of the election, purchase of materials, and the employment of all election officials are hereby authorized in accordance with the Texas Election Code.



**Section 7.** A central counting station is established at the place designated as the polling place in Section 3 hereof. The City Secretary is appointed counting station manager and tabulation supervisor. Barbara J. Freeman is appointed presiding judge of the central counting station. The manager may appoint such clerks to serve at the central counting station, as she may deem necessary.

**Section 8.** The candidate for each position receiving a majority of all the votes cast at such election for such position shall be declared elected. In the event no candidate receives a majority of all votes cast at such election for any such position, a run-off election shall be ordered at which election the names of the two (2) candidates receiving the highest number of votes for such position shall be placed on the ballot in the same order as they appeared on the ballot for the general election. If a run-off election is required, it shall be held on Saturday, the 20th day of June 2020.

**Section 9.** Pursuant to Chapter 146 of the Texas Election Code, write-in votes cast in the election shall not be counted unless the name written in appears on the list of write-in candidates. To be entitled to a place on the list of write-in candidates, a candidate must make a declaration of write-in candidacy. Such declaration is to be filed with the City Secretary not later than 5 p.m. on the 74<sup>th</sup> day before Election Day, and all of said declarations shall be on a form prescribed by the Secretary of State.

**Section 10.** The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary, as provided by Section 52.094 of the Texas Election Code. The City Secretary shall post a notice in her office, at least seventy-two (72) hours prior to the date on which the drawing is to be held, of the time and place of the drawing, and shall also give personal notice to any candidate who makes written request for such notice and furnishes to the City Secretary a self-addressed, stamped envelope. Each candidate involved in the drawing,

or a representative designated by such candidate, shall have a right to be present and observe the drawing.

**Section 11.** Notice of this election shall be given in accordance with provisions of the Texas Election Code and returns of such notice shall be made as provided for in said Code. The Mayor shall issue all necessary orders and writs for such election, and returns of such election shall be made to the City Secretary immediately after the closing of the polls.

**Section 12.** Said election shall be held in accordance with the Texas Election Code and the Federal Voting Rights Act.

**Section 13.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED** this 20<sup>th</sup> day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** F03

**AGENDA SUBJECT:** Discuss and take Appropriate Action Regarding Appointment of Acting City Manager during Temporary Absences or Disabilities of the City Manager.

**Dept./Prepared By:** Austin Bless, City Manager   **Date Submitted:** December 18, 2020

**EXHIBITS:** [Resolution No. 2020-01](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

From time to time, the city manager is absent from the city for an extended period. It is important to provide for continuity of government to ensure the proper function of the city when the manager is absent. The City Charter section 5.01 states:

*By letter filed with the city secretary, the city manager may designate, subject to council approval, a qualified city administrative officer to be acting city manager during his temporary absences or disabilities. The council may revoke such designation at any time and appoint another person acting city manager to serve during such times; and if the city manager fails to make such designation, the council may appoint an acting city manager to serve during such times. The council may remove an acting city manager at any time.*

It is my desire to designate the Fire Chief as Acting City Manager when I am absent from the city for an extended period. It is also my desire to designate the Police Chief as an alternate to the Fire Chief, should the Fire Chief not be available to serve.

**RECOMMENDED ACTION:**

**MOTION:** Approve Resolution 2020-01, designating the Fire Chief as Acting City Manager during temporary absences or disabilities of the City Manager.

**RESOLUTION NO. 2020-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING THE FIRE CHIEF AS ACTING CITY MANAGER DURING PERIODS OF TEMPORARY ABSENCE OR DISABILITY OF THE CITY MANAGER.**

**WHEREAS**, for various reasons, the city manager may be called upon to be absent from the city for extended periods of time, and,

**WHEREAS**, for purposes of maintaining continuity of government, it is important to clearly delineate an administrative chain of command for the city, and,

**WHEREAS**, Section 5.01 of the City Charter provides the City Manager may designate an Acting City Manager, subject to Council approval, to serve in the city manager’s absence;

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

**Section 1.** The designation of the Fire Chief to serve as Acting City Manager during periods of temporary absence or disability of the city manager is hereby approved.

**Section 2.** The designation of the Police Chief to serve as Acting City Manager during periods of temporary absence or disability of both the City Manager and Fire Chief is hereby approved.

**PASSED AND APPROVED** this 20<sup>th</sup> day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** F04

**AGENDA SUBJECT:** Consider Resolution No. 2020-02, appointing an Emergency Management Coordinator and an Assistant Emergency Management Coordinator for the City of Jersey Village.

**Department/Prepared By:** Fire / Mark Bitz

**Date Submitted:** December 18, 2019

**EXHIBITS:** [Resolution No. 2020-02](#)  
[Exhibit A](#) – 2020 TDEM-147 Appointment Form

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The State of Texas Governors Division of Emergency Management and the Texas Department of Homeland Security requires that each local government appoint/re-appoint their emergency manager and assistant emergency manager. The EMC for the city has been the Fire Chief and the Assistant EMC has been the Police Chief. This documentation is submitted yearly for update and can be signed by either the Mayor or the City Manager on the Mayors behalf. Attached you will find the State Form DEM 147, required to be submitted to the State of Texas.

It is staff's recommendation that council authorize Mayor Andrew Mitcham to sign the documentation appointing the Fire Chief to serve as the Emergency Management Coordinator and the Police Chief to serve as Assistant Emergency Management Coordinator.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-02, appointing an Emergency Management Coordinator and an Assistant Emergency Management Coordinator for the City of Jersey Village.

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR AND AN ASSISTANT EMERGENCY MANAGEMENT COORDINATOR.**

**WHEREAS**, Section 418.101 of the Government Code, authorizes that the presiding officer of the governing body of each political subdivision shall notify the division, that is, the Governor’s Office of Emergency Management of the manner in which the political subdivision is providing or securing an emergency management program; and

**WHEREAS**, the presiding officer of the governing body of an incorporated city is designated as the emergency management director for the officer's political subdivision and as such may designate persons to serve as Emergency Management Coordinator and Assistant Emergency Management Coordinator; and

**WHEREAS**, the State of Texas requires that the presiding officer of political subdivision report such appointments on a specifically prescribed form, a copy of which is attached hereto as Exhibit “A” and made a part hereof for all purposes.

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

**Section 1.** In accordance with Section 418.101 of the Government Code, the Mayor of the City of Jersey Village designates the Fire Chief as the city’s emergency management coordinator and the Chief of Police as the city’s assistant emergency management coordinator.

**Section 2.** The emergency management coordinator shall serve as an assistant to the emergency management director for emergency management purposes.

**Section 3.** The Mayor shall be authorized to execute on behalf of the City of Jersey Village the necessary documents to be filed with the State of Texas to perfect these appointments.

**PASSED AND APPROVED** this 20th day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



## EMERGENCY MANAGEMENT DIRECTOR/COORDINATOR NOTIFICATION

Section 418.101 of the Texas Government Code states: *“The presiding officer of the governing body of each political subdivision will notify the Division of Emergency Management of the manner in which the political subdivision is providing or securing an emergency management program, identify the person who heads the agency responsible for the program, and furnish additional pertinent information.”* **This form is used to make the required notification to TDEM in accordance with Governor Executive Order GA-05 submitted annually by the 1st of February of each year or within 30 days of any change of elected or appointed officials.**

The information on this form may be released to those inquiring about local emergency management programs pursuant to the Texas Open Records Act. Hence, TDEM recommends that you provide business addresses and mobile telephone numbers rather than home addresses and telephone numbers.

<b>COUNTY:</b>		<i>(Required)</i>
<b>Jurisdiction:</b>		<i>(City or County Name)</i>
<b>Official’s Title:</b>		<i>(Mayor/Judge)</i>
<b>Name:</b>		<i>(First &amp; Last Name)</i>
<b>Mailing Address:</b>		<i>(The best address to receive mail)</i>
<b>City, State, Zip:</b>		
<b>Office Number:</b>		
<b>Cell Number:</b>		
<b>Fax Number:</b>		
<b>E-mail:</b>		<i>(Please include – this is a back-up for mailing)</i>
<b>24 Hr Contact #:</b>		

### ***EMERGENCY MANAGEMENT PROGRAM APPOINTMENT STATUS***

I HAVE NOT appointed an Emergency Management Coordinator and will personally direct the local emergency management program.

I HAVE appointed/re-appointed the Emergency Management Coordinator identified below to conduct the emergency management program for this jurisdiction. The effective date of the appointment is: \_\_\_\_\_

We share our EMC with \_\_\_\_\_ (name of jurisdiction).

*If the COUNTY Emergency Management Coordinator has been appointed to other jurisdictions within the county, the County Judge and the participating City Mayors must sign this form.*

*(See the third page for additional signature blocks.)*

### ***The EMC for this jurisdiction is (please select one):***

Paid, Full Time, EMC only

Paid, Full Time, EMC and other job duties (Fire Chief, Fire Marshal, Police Chief, EMS Director, Etc.) *(please specify other duty/duties)* \_\_\_\_\_

Paid part time, EMC only

Paid, Part Time, EMC and other job duties (Fire Chief, Fire Marshal, Police Chief, EMS Director, Etc.) *(please specify other duty/duties)* \_\_\_\_\_

Unpaid/volunteer EMC only

Unpaid/Volunteer, EMC and other volunteer job duties (Fire Chief, Fire Marshal, Police Chief, EMS Director, Etc.) *(please specify other duty/duties)* \_\_\_\_\_

Other *(please describe)* \_\_\_\_\_

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

<b>EMERGENCY MANAGEMENT COORDINATOR</b>		
	<b>Coordinator</b>	<b>Asst Coordinator</b>
<b>Name:</b>		
<b>Mailing Address:</b>		
<b>City, State, Zip:</b>		
<b>Office Phone:</b>		
<b>Cell Number:</b>		
<b>Fax Number:</b>		
<b>E-mail Address:</b>		
<b>24 Hr Contact #:</b>		
<b>Emergency Operations Center #:</b>		

Check this box if the information above contains personal information pertaining to a law enforcement official such as personal home or cellular phone number, and/or home mailing or personal email address.

**Judge's or Mayor's Signature**

**Date**

**PLEASE RETURN TO:**  
 Texas Division of Emergency Management  
 Operations Section  
 P.O. Box 15467 Austin, TX 78761  
**Phone: (512) 424-2208      Email: soc@dps.texas.gov**



**FOR SHARED EMC USE ONLY**

*By signing this form, you agree the appointed Emergency Management Coordinator (EMC) listed on page two is also your EMC. If you have a separate EMC, you must submit the first and second pages for your jurisdiction.*

<b>Mayor</b>	
<b>City:</b>	
<b>Name:</b>	
<b>Mailing Address:</b>	
<b>City, State, Zip:</b>	
<b>Office Phone:</b>	
<b>Cell Number:</b>	
<b>Fax Number:</b>	
<b>E-mail Address:</b>	
<b>Signature:</b>	

<b>Mayor</b>	
<b>City:</b>	
<b>Name:</b>	
<b>Mailing Address:</b>	
<b>City, State, Zip:</b>	
<b>Office Phone:</b>	
<b>Cell Number:</b>	
<b>Fax Number:</b>	
<b>E-mail Address:</b>	
<b>Signature:</b>	

<b>Mayor</b>	
<b>City:</b>	
<b>Name:</b>	
<b>Mailing Address:</b>	
<b>City, State, Zip:</b>	
<b>Office Phone:</b>	
<b>Cell Number:</b>	
<b>Fax Number:</b>	
<b>E-mail Address:</b>	
<b>Signature:</b>	

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST FORM**

**AGENDA DATE:** January 20, 2020

**AGENDA SUBJECT:** Consider Resolution No. 2020-03, consenting to and approving the appointment of Christopher G. Canonico as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective January 31, 2020 for the unexpired term that will end on January 31, 2022.

**Department/** Lorri Coody, City Secretary  
**Prepared By:**

**Date Submitted:** January 7, 2020

**EXHIBITS:** [Resolution No. 2020-03](#)  
[Letter from Sylvester Turner](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	0,000.00
	Amount Budgeted:	\$	0,000.00
	Appropriation Required:	\$	0,000.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The City of Jersey Village is a member of the Municipalities Waste Disposal Council (MWDC) and the MWDC appoints one Representative to the Gulf Coast Authority. A letter from Sylvester Turner is attached explaining the appointment process.

Accordingly, this item is to consent to and approve the appointment of Christopher G. Canonico as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective January 31, 2020 for the unexpired term that will end on January 31, 2022.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-03, consenting to and approving the appointment of Christopher G. Canonico as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective January 31, 2020 for the unexpired term that will end on January 31, 2022.

**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, CONSENTING TO AND APPROVING THE APPOINTMENT OF CHRISTOPHER G. CANONICO AS THE HARRIS COUNTY MUNICIPALITIES WASTE DISPOSAL REPRESENTATIVE TO THE GULF COAST AUTHORITY BOARD OF DIRECTORS EFFECTIVE JANUARY 31, 2020 FOR THE UNEXPIRED TERM THAT WILL END ON JANUARY 31, 2022.**

\* \* \* \* \*

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

That the City Council for the City of Jersey Village hereby consents to and approves the appointment of Christopher G. Canonico as the Harris County Municipalities Waste Disposal representative to the Gulf Coast Authority Board of Directors effective January 31, 2020 for the unexpired term that will end on January 31, 2022.

**PASSED AND APPROVED** this the **20th** day of **January 2020**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary





OFFICE OF THE MAYOR  
CITY OF HOUSTON  
TEXAS

SYLVESTER TURNER  
MAYOR  
January 2, 2020

Mayor Andrew Mitcham  
City of Jersey Village  
Jersey Village, TX 77040

RE: Notice of Recommendation of Appointment of Chris Canonico to Gulf Coast Authority Board

Dear Mayor Mitcham:

Pursuant to the enabling statute of the Gulf Coast Authority ("GCA"), the Municipalities Waste Disposal Council ("MWDC"), of which you are a member, appoints one Representative to the Board. I come before you with my recommendation that Chris Canonico be selected as the MWDC's representative to the GCA Board. Mr. Canonico has 24 years of experience in local public works engineering, including key disaster recovery projects, is active in the community, and resides in Harris County, making him eligible to serve on the Board of GCA.

In order to make the appointment of Mr. Canonico effective under the GCA enabling statute, mayor, we need your consent to the appointment. Please sign the attached Consent Form and email the executed Consent Form to City of Houston Boards and Commissions Director, Maria Montes at Maria.Montes3@houstontx.gov on or before Friday, January 31st, 2020.

I appreciate your consideration of this appointment request. Should you have any questions, please do not hesitate to contact Maria Montes in my office at (832) 393-9143 or by email at Maria.Montes3@houstontx.gov.

Sincerely,

Sylvester Turner  
Mayor

CONSENT TO AND APPROVAL OF THE APPOINTMENT OF A DIRECTOR TO  
TO THE GULF COAST AUTHORITY BOARD OF DIRECTORS BY  
THE MUNICIPALITIES WASTE DISPOSAL COUNCIL OF HARRIS COUNTY.

As Mayor of the City of Jersey Village, a municipality the city hall of which is located in Harris County, I hereby consent to and approve of the appointment of Mr. Chris Canonico, a qualified property tax paying elector of Harris County, as a director to the Gulf Coast Authority Board of Directors effective January 31, 2020 to fill an unexpired two year term of director ending January 31, 2022.

\_\_\_\_\_  
Signature  
Andrew Mitcham  
\_\_\_\_\_  
Printed Name

THE STATE OF TEXAS §  
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared Andrew Mitcham known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 20th day of January, 2020.

\_\_\_\_\_  
Notary Public In and For the State of Texas  
My Commission Expires: 02-13-2022

(SEAL)

NOTE: The appointment shall become effective January 31, 2020 if a majority of the members of the Municipalities Waste Disposal Council of Harris County consent in writing to this appointment before an officer of the state authorized to take oaths and return this form prior to January 31, 2020. Please return to:

Maria.Montes3@houstontx.gov.

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



## Christopher G. Canonico PE

Partner, Client Accounts Manager

### Education

MS, Environmental Water Resources, University of Texas at Austin, 1996

BS, Civil and Environmental Engineering, Duke University, 1994

### Certification

Professional Engineer, Texas

### Organizations

Water Environment Federation

American Water Works Association

American Public Works Association

American Society for Testing and Materials

Society of American Military Engineers

Gulf Coast Trenchless Association

Chris has 24 years of experience in local public works engineering, including key disaster recovery projects. He has been actively involved in disaster recovery work throughout the gulf coast region post Hurricanes Katrina, Rita, Ike and Harvey, including submitting hazard mitigation grants for several local public governments. His background includes environmental water resource engineering, design of water treatment and conveyance facilities, water planning studies, hydraulic modeling, groundwater pollutant transport, environmental assessment and major disaster recovery program management for local and state agencies in Texas. He has been actively involved in Houston area planning, design and construction including multiple alternative delivery and disaster recovery initiatives, including Hurricane Ike and Harvey Recovery for the City of Houston

**Principal-In-Charge, Gulf Coast Water Authority Facility Assessments, Hurricane Harvey.** This project included damage assessments, engineering advisory validating force account equipment labor and materials, PW development, grant application/ management, admin and compliance, design & construction oversight, hazard mitigation, close out work includes large pump stations, conveyance canals and reservoirs and water treatment plant.

**Principal-In-Charge, Fort Bend County MUD 25 Harvey Recovery and Facility Assessments.** This project includes damage assessment, debris, engineering advisory validating force account equipment labor & materials, PW development, grant application/ management, admin and compliance, design & construction oversight, hazard mitigation, close out.

**Principal-In-Charge, Harris County Harvey Disaster Recovery Facility Assessments.** This project includes damage assessment, engineering advisory grant application/management, unmet needs assessment, coordination with all PA Harris County entities.

**Principal-In-Charge, Emergency Facility Assessment Teams, Houston Wastewater Harvey Recovery.** This project involved the immediate evaluation of Houston wastewater treatment facilities and development of condition assessments and recovery recommendation plans

**Project Principal, \$70M Main WWTP, Galveston, TX.** This project included improvements to the plant following Hurricane Ike including rebuilding and relocating the influent list station and grit removal system and changing to a submersible pump station design; rebuilding the existing biological treatment system with a new Sequencing Batch Reactor system, air diffusers and blowers; rebuilding the disinfection system and converting to UV disinfection; and necessary site work, stand-by power

**Project Principal, Reflection Bay Water Reclamation Facility Emergency Design-Build, Pearland, TX.**

This project included a comprehensive analysis on City of Pearland's wastewater treatment and collection system to determine what improvements need to be made to accommodate both a 10-year planning window of growth and development within the facility service area and the ultimate expected build-out of the service area. The \$11M of improvements being made to the Reflection Bay WWTP are being delivered using an Emergency Design/Build delivery structure.

**Project Principal, Southwest Water Reclamation Plant, Design/CMAR, League City, TX.** Chris served as Project Principal for this project with the scope of work including site location analysis, permitting, preliminary process selection and final design, as well as all construction support services and system integration. The facility features fine step screens, stacked tray grit removal, fine bubble conventional activated sludge aeration basins with anoxic bioselectors, high-speed turbo blowers, dissolved oxygen control system for energy savings, spiral blade clarifiers with energy dissipating inlets, sludge concentration rings, and brush cleaning systems, disk filters, UV disinfection, aerobic sludge holding tanks, and centrifuge dewatering.

**Project Principal, South Shore Harbor Pump Station, Design/CMAR, League City, TX.** Chris served as Project Principal for this project that involved constructing improvements to an existing booster pump station using 3D-4D design tools executed with a CMAR alternate delivery process.

**Project Principal, SH3 Pump Station, Design/CMAR, League City, TX.** Chris served as Project Principal for this project that involved constructing improvements to an existing booster pump station using 3D-4D design tools and was executed with a CMAR alternate delivery process.

**Principal-In-Charge, Gulf Coast Water Authority Thomas Mackey Water Plant PER, TX.** This project included the development of the conceptual design of the Thomas Mackey water treatment plant expansion. The project included a regulatory review of the federal and state drinking water regulations, and an evaluation of the membrane treatment alternatives for the plant expansion, and preliminary membrane building layout and site build-out master planning. The project also included cost evaluations to compare conventional treatment alternative versus the membrane filtration alternative, and developed cost opinions for both treatment alternatives.

**Construction Manager, Northeast Water Purification Plant, Houston, TX.** Chris was responsible for design, procurement, and construction management for this turnkey project inclusive of 12 miles of large diameter water line, 2 miles of raw water conduit, 120-mgd raw water intake and pump station, plant roads and utilities. He coordinated construction efforts between 20 subcontractors and 60 vendors to maintain an aggressive construction schedule, meet the target budget, and install a quality product. He managed relationships with the project owner, owner's engineering representatives, and local, state, and federal regulatory agencies to ensure the project was compliant with the contract, applicable law, and building standards.

**Design Manager, Northeast Water Purification Plant Design-Build-Operate Contract.** Chris participated in conceptual and preliminary engineering and final design for a new 40-mgd surface water treatment facility, raw water intake structure, and 12 miles of large diameter raw and finished water pipeline. He performed value engineering that resulted in design efficiencies and associated cost reductions of approximately \$1.5 million.

**CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** G06

**AGENDA SUBJECT:** Consider Resolution No. 2020-04, rescheduling the Monday, May 18, 2020, Regular City Council Meeting for Monday, May 11, 2020 at 7 PM and rescheduling the Monday, October 19, 2020, Regular City Council Meeting for Monday, October 12, 2020 at 7 PM.

**Department/Prepared By:** Lorri Coody, City Secretary **Date Submitted:** January 9, 2020

**EXHIBITS:** [Resolution No. 2020-04](#)

**BACKGROUND INFORMATION:**

**MAY CITY COUNCIL MEETING** - The General Election for the City of Jersey Village is May 2, 2020. Upon completion of the General Election, the local canvassing authority (City Council) must conduct an official canvass of the precinct returns in order to declare the returns official. The duty to conduct the canvass is a mandatory, ministerial duty and not subject to the discretion of the governing body.

Section 67.003 of the Texas Election Code sets the period in which the City Council must conduct its official canvass at not later than the 11th day after Election Day. With this in mind, and taking into consideration the traditions of this City concerning the official canvass and the swearing in ceremony for newly elected officials, it is recommended that the official canvass be conducted on May 11, 2020.

Accordingly, it is suggested that City Council consider rescheduling the May 18, 2020 Regular Session City Council Meeting for May 11, 2020 in order to conduct the official canvass and swearing in ceremony of newly elected officials in accordance with the City's traditions.

**OCTOBER CITY COUNCIL MEETING** - There is a need to change the October 19, 2020 Regular Session City Council Meeting. As you know, 2020 is a presidential election year. Jersey Village has been contacted by Harris County seeking to use our facility for the election activities that will take place during the months of October and November 2020. Given the volume of voters expected to turn out for early voting and Election Day, the County will need a larger room than the U-Shaped Meeting Room to conduct election activities and are asking to use to the Civic Center on the following dates:

Friday, October 16, 2020 setup date-Tentative date  
Monday, October 19, 2020 - October 30, 2020  
Election Day: Setup November 2, 2020  
Tuesday, November 3, 2020

Accordingly, it is suggested that City Council consider rescheduling the October 19, 2020 Regular Session City Council Meeting for October 12, 2020 in order to accommodate election activities for the 2020 presidential election.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-04, rescheduling the Monday, May 18, 2020, Regular City Council Meeting for Monday, May 11, 2020 at 7 PM and rescheduling the Monday, October 19, 2020, Regular City Council Meeting for Monday, October 12, 2020 at 7 PM.



**RESOLUTION NO. 2020-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, RESCHEDULING THE MONDAY, MAY 18, 2020, REGULAR CITY COUNCIL MEETING FOR MONDAY, MAY 11, 2020 AT 7 PM AND RESCHEDULING THE MONDAY, OCTOBER 19, 2020, REGULAR CITY COUNCIL MEETING FOR MONDAY, OCTOBER 12, 2020 AT 7 PM.**

**WHEREAS**, while Council meets in Regular Session on the 3<sup>rd</sup> Monday of each month to conduct City business, it is suggested that City Council consider rescheduling the May 18, 2020 City Council Regular Session Meeting for May 11, 2020 in order to timely conduct the official canvass and swearing in ceremony of newly elected officials in accordance with the City's traditions; and

**WHEREAS**, since requests have been made by Harris County to use the City's Civic Center as a polling place for election activities associated with the 2020 presidential election, it is suggested that City Council consider rescheduling the October 19, 2020 City Council Regular Session Meeting for October 12, 2020; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**Section 1:** That the City Council of the City of Jersey Village, Texas, hereby reschedules the May 18, 2020 Regular Session City Council Meeting to be conducted on Monday, May 11, 2020 at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas.

**Section 2:** That the City Council of the City of Jersey Village, Texas, hereby reschedules the October 19, 2020 Regular Session City Council Meeting to be conducted on Monday, October 12, 2020 at 7:00 p.m. in the Civic Center, 16327 Lakeview Drive, Jersey Village, Texas.

**Section 3:** This Resolution shall take effect immediately from and after its passage by the City Council of the City of Jersey Village.

**PASSED AND APPROVED** this the **20th** day of **January 2020**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

## CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** F07

**AGENDA SUBJECT:** A progress report for the property located at 16884 NW FWY, Jersey Village, Texas concerning the progress on the performance of the permitted work required under Ordinance 2019-11, which found the structures on the Property to be substandard and a public nuisance; ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days; authorized the repair or demolition of the structures on the Property if the owners fail to abate the substandard and dangerous structures; authorized a lien against the Property for the costs of repair or demolition; and made other findings and provisions related thereto.

**Dept/Prepared By:** Christian Somers, Building Official **Date Submitted:** January 14, 2020

**EXHIBITS:** [Ordinance 2019-11](#)

Email from L. Beshara concerning [PMT of HOT Taxes](#)

[Owner's Status Update](#)

### **BACKGROUND INFORMATION:**

On May 13, 2019, City Council approved Ordinance No. 2019-11, which found the structures on the Property located at 16884 NW FWY to be substandard and a public nuisance and ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days.

Since May 13, 2019, Council has received progress reports on compliance with Ordinance No. 2019-11 on June 17, 2019, July 15, 2019, August 19, 2019, September 16, 2019, October 14, 2019, November 18, 2019 and December 16, 2020.

In completing the December 16, 2019 progress report, City Council expected the following items to be completed by the next progress report on January 20, 2020:

- 1) Payment of the Hotel Taxes; and
- 2) Continued progress on the reconstruction work.

To date, the following actions have been taken by the property owner:

- 1) The Hotel Taxes have not been paid - \$12,214.33 is owed as of 1/20/2020. However, we received word on January 14, 2020 that the owners are making arrangements for payment; and
- 2) Construction work in progress. Significant, "unanticipated" revisions: 1) Roofing replacements approved 1/09/20; 2) Plumbing permit recently obtained through permit department (365 fixtures being replaced and all new PEX piping to replace corroded Cu piping); 3) All balconies being replaced (except at staircase between buildings' 2 and 3); All door locks to be replaced.

This item is to receive the eighth progress report and take any action deemed appropriate.

### **RECOMMENDED ACTION:**

This item is to assess a progress report for the property located at 16884 NW FWY, Jersey Village, Texas concerning the progress on the performance of the permitted work required under Ordinance 2019-11, which found the structures on the Property to be substandard and a public nuisance; ordered JERSEY VILLAGE LODGING, LLC to abate the substandard and dangerous structures on the Property within 180 days; authorized the repair or demolition of the structures on the Property if the owners fail to abate the substandard and dangerous structures; authorized a

lien against the Property for the costs of repair or demolition; and made other findings and provisions related thereto.

**ORDINANCE NO. 2019-11**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, FINDING THE STRUCTURES AT 16884 NW FWY, JERSEY VILLAGE, TEXAS 77040, (RES B1, NORTHWEST VILLAGE BUSINESS PARK, R/P), THE “PROPERTY”, TO BE SUBSTANDARD AND A PUBLIC NUISANCE; ORDERING JERSEY VILLAGE LODGING, LLC OR THE TRUE OWNERS OF THE PROPERTY TO ABATE THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY; AUTHORIZING THE CITY TO DEMOLISH THE STRUCTURES ON THE PROPERTY IF OWNER FAILS TO ABATE THE SUBSTANDARD AND DANGEROUS STRUCTURES ON THE PROPERTY; AUTHORIZING THE CITY TO ASSESS A LIEN AGAINST THE PROPERTY FOR THE COSTS OF THE DEMOLITION; AND MAKING OTHER FINDINGS AND PROVISIONS RELATED THERETO.**

**WHEREAS**, the Building Official of the City of Jersey Village reported that the buildings and structures at 16884 NW FWY, also known as RES B1, Northwest Village Business Park. R/P, Jersey Village, (the “Property”), which are located within the City, are substandard and a public nuisance; and

**WHEREAS**, the City provided notice to Jersey Village Lodging, LLC, Chan Patel, Northwest Village Business Park R/P, and Super 7 Inn Jersey Village Lodging LLC that the Property was substandard and public nuisance, and that a public hearing would be held on May 13, 2019; and

**WHEREAS**, in accordance with Chapter 34 of the Code of Ordinances of the City of Jersey Village (the “Code”), the City Council conducted a public hearing on May 13, 2019, so that the owner or the owner’s representatives of the Property may appear and show cause 1) why such buildings or structures should not be declared to be substandard and 2) why the owner should not be ordered to repair, vacate or demolish the buildings or structures on the Property; and

**WHEREAS**, City Council finds all proper notices of the hearing were sent consistent with the Code to the persons asserting or likely to have an ownership in the Property; and

**WHEREAS**, based upon the evidence presented, the City Council finds that the Property and the structures on the Property are substandard; and

**WHEREAS**, City Council finds that the conditions of the structures on the Property constitute a nuisance and are a hazard to the health, safety, and welfare of the citizens of Jersey Village and likely to endanger persons and property; and

**WHEREAS**, City Council finds that the Property is in violation of the City’s Code and ordinances;

**NOW THEREFORE,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The above-referenced recitals are incorporated herein as if set forth in full for all purposes.

**Section 2.** Jersey Village Lodging, LLC appeared before City Council and represented that it owns the Property. Owner requested more than thirty (30) days to repair the Property and to abate the nuisances associated with the Property. Having heard the comments of Owner and others, City Council finds, permits and orders the following:

A. The Property is dilapidated, substandard and unfit for human habitation, and a hazard to the public health, safety and welfare.

B. Within ten (10) days [by MAY 23, 2019], the Owner shall vacate the Property and secure the Property by fencing approved by the Building Official; and the building shall remain vacated and secured until a certificate of occupancy is issued by the Building Official.

C. The buildings on the Property shall be repaired by the Owner within one-hundred eighty (180) days [by NOVEMBER 9, 2019].

D. The Owner, lienholders, and mortgagees of the Property shall secure the Property in a reasonable manner from unauthorized entry while the work is being performed, as determined by the Building Official.

E. No work shall be performed by Owner on the Property until a permit is issued consistent with the Code by the Building Official, and all work shall be consistent with the Code.

F. The Owner shall provide to the Building Official the following plans, reports and specifications:

1) a written mold assessment by a licensed professional engineer or mold assessor of the interior spaces of the buildings intended for occupancy on the Property by JUNE 13, 2019;

2) a written asbestos survey/ screening by a licensed professional engineer by JUNE 13, 2019;

3) a written roof inspection report by a licensed professional engineer or experienced roof inspector by JUNE 13, 2019; and

4) complete construction documents and a plan of action for the construction / required repairs for the Property, including details for each motel room intended for human occupancy; the manager's apartment, the office/business/lobby guest area, the laundry areas, storage rooms, mechanical rooms, linen/washing rooms, breakrooms and similar work areas, and the pool area by JULY 15, 2019.

G. The Owner shall submit all applications for the permits necessary to repair the Property by JULY 15, 2019.

H. The Owner shall start work on any permit issued for the repair of Property within ten (10) days of the issuance of the permit(s).

I. The Owner shall report to the City Council the progress on the performance of the permitted work on the first regular meeting of the City Council for each month until the permitted work is complete.

J. No person may occupy the structures on the Property until a final inspection and certificate of occupancy are issued; provided, however, the Building Official may permit temporary certificates of occupancy for separate buildings.

**Section 3.**

A. If the Owner, lien holders, or mortgagees of the Property fail to repair, remove or demolish the substandard structures on the Property as provided above, then the City may demolish the structures on the Property, including cleaning and grading the Property, and place a lien on the Property for the expenses incurred by the City in such work in accordance with the Code and state law.

B. If the Owner violates the terms of this Ordinance, the City may seek administrative penalties not to exceed \$1,000 per day.

**Section 4.** The City Secretary shall file a copy of this order with the City and shall publish the caption of this Ordinance in the City’s official newspaper within 10 days of the date of this Ordinance.

**Section 5.** In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 6.** All ordinances or parts inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 7.** This ordinance shall be in full force and effect from and after its passage.

**PASSED AND APPROVED** this 13th day of May, 2019.

s/Andrew Mitcham, Mayor

**ATTEST:**

s/Lorri Coody, City Secretary



## Lorri Coody

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**From:** Lance H. "Luke" Beshara <lbesgara@patelgaines.com>  
**Sent:** Tuesday, January 14, 2020 4:40 PM  
**To:** Lorri Coody  
**Cc:** Kathlyn Hufstetler; Isabel Kato; Harry Ward; Stephanie Sharp; FW Admin  
**Subject:** Re: HOT Tax Information - Super 7

Ms. Coody:

My client emailed me an image of the check that has been mailed to the address you provided. It should be received by the end of the week. I would appreciate if you would let me know when it is received. Thanks.



**Lance H. "Luke"  
Beshara**

**Partner**  
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lbesgara@patelgaines.com

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(210) 460 - 7797 | fax

**Dallas / Fort Worth**

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Fort Worth, Texas 76164  
(817) 394 - 4844 | office  
(817) 394 - 4344 | fax

**Houston**

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Houston, Texas 77056  
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(210) 460 - 7797 | fax

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TEXAS LAWYER



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**From:** Lorri Coody <lcoody@jerseyvillagetx.com>  
**Date:** Tuesday, January 14, 2020 at 3:09 PM  
**To:** "Lance H. "Luke" Beshara" <lbesgara@patelgaines.com>  
**Cc:** Kathlyn Hufstetler <khufstetler@patelgaines.com>, Isabel Kato <ikato@jerseyvillagetx.com>, Harry Ward <Hward@jerseyvillagetx.com>  
**Subject:** HOT Tax Information - Super 7

Luke:

Thank you for calling me today about the HOT tax calculations. In response to your request, I am enclosing the email communications from last month's City Council Meeting because it explains the HOT Tax Calculations.

Since non-payment accrues interest, Isabel Kato, our Finance Director, has recalculated the payoff. Her calculation spreadsheet is attached. \$12,214.33 is due by January 20, 2020 for delinquent Hotel Motel Taxes for Super 7.

Please submit a check or money order made payable to the City of Jersey Village and mail it to 16327 Lakeview Drive, Jersey Village, TX 77040.

If you have any questions about the calculation, please contact Mrs. Kato at 713-466-2104. Thanks Lorri

***Lorri Coody, TRMC***

*City Secretary, City of Jersey Village  
16327 Lakeview Drive, Jersey Village, TX 77040  
Office (713) 466-2102 / Fax (713) 466-2177  
[lcoody@jerseyvillagetx.com](mailto:lcoody@jerseyvillagetx.com)*



## Lorri Coody

---

**From:** Christian Somers  
**Sent:** Wednesday, January 15, 2020 10:11 AM  
**To:** Kathlyn Hufstetler; Lorri Coody  
**Cc:** Lance H. "Luke" Beshara; Harry Ward  
**Subject:** RE: 8th Progress Report - January 20, 2020

Kathlyn may be referring to concrete at re-built balconies, rather than flatwork proper. If so, maybe something along the lines of "...once balconies' sub-deck inspections verified and approved by the AHJ, concrete will be placed at same, projected within the next couple of weeks..."?

---

**From:** Kathlyn Hufstetler <khufstetler@patelgaines.com>  
**Sent:** Wednesday, January 15, 2020 10:03 AM  
**To:** Lorri Coody <lcoody@jerseyvillagetx.com>  
**Cc:** Lance H. "Luke" Beshara <lbeshara@patelgaines.com>; Harry Ward <Hward@jerseyvillagetx.com>; Christian Somers <csomers@jerseyvillagetx.com>  
**Subject:** Re: 8th Progress Report - January 20, 2020

Lorri,

Thank you for the follow up, if you could please include the following update.

At this time almost 100% of the contaminated sheetrock has been removed from the property. In addition, the mold preventative materials have been applied to all the required property areas. Contaminated piping is being removed from the property so that new plumbing lines can be installed. The roof demolition of building 1 is under way with building two to follow shortly. Lastly, new concrete will be poured in the next couple of weeks.

Thank you and please let me know if you have any questions.



### Kathlyn Hufstetler

**Associate Attorney**

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**From:** Lorri Coody <[lcoody@jerseyvillagetx.com](mailto:lcoody@jerseyvillagetx.com)>  
**Date:** Wednesday, January 15, 2020 at 9:52 AM  
**To:** Kathlyn Hufstetler <[khufstetler@patelgaines.com](mailto:khufstetler@patelgaines.com)>  
**Cc:** "Lance H. "Luke" Beshara" <[lbeshara@patelgaines.com](mailto:lbeshara@patelgaines.com)>, Harry Ward <[Hward@jerseyvillagetx.com](mailto:Hward@jerseyvillagetx.com)>, Christian Somers <[csomers@jerseyvillagetx.com](mailto:csomers@jerseyvillagetx.com)>  
**Subject:** RE: 8th Progress Report - January 20, 2020

Kathlyn:

I am ready to post the agenda and meeting packet for January 20. If I do not receive anything from you in the next few minutes, I will proceed to post without an update from you on the progress report.

I have updated our agenda request from to state that your client is in the process of making arrangements to pay the HOT taxes. The updated form is attached.

Thanks Lorri

***Lorri Coody, TRMC***

*City Secretary, City of Jersey Village  
Office (713) 466-2102 / Fax (713) 466-2177*

**From:** Lorri Coody  
**Sent:** Tuesday, January 14, 2020 1:40 PM  
**To:** Kathlyn Jones <[kjones@patelgaines.com](mailto:kjones@patelgaines.com)>  
**Cc:** Lance H. "Luke" Beshara <[lbeshara@patelgaines.com](mailto:lbeshara@patelgaines.com)>; Harry Ward <[Hward@jerseyvillagetx.com](mailto:Hward@jerseyvillagetx.com)>; Christian Somers <[csomers@jerseyvillagetx.com](mailto:csomers@jerseyvillagetx.com)>  
**Subject:** 8th Progress Report - January 20, 2020

Kathlyn:

Thank you for calling me today. As we discussed, we will be proceeding with an item on the Consent Agenda rather than the Regular Agenda for the next meeting. Basically what that means is unless a Council Member wants to pull the item off of the Consent Agenda for discussion, the Item will be approved along with the other Consent Agenda items in one motion and vote. Once the vote has passed, no further action will be had for the item during the meeting.

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

Accordingly, we spoke about you preparing any information that you may want the Council to see as part of this item. We have prepared an agenda request form with our information. It is attached. If you have something to add, I will incorporate your additions into the meeting packet for this item for Council's review.

Please get me your information no later than tomorrow morning at 9 a.m. I plan to post the meeting agenda tomorrow and distribute the meeting packet. If you have any questions, please let me know. Thanks Lorri

***Lorri Coody, TRMC***

*City Secretary, City of Jersey Village*  
*16327 Lakeview Drive, Jersey Village, TX 77040*  
*Office (713) 466-2102 / Fax (713) 466-2177*  
[lcoody@jerseyvillagetx.com](mailto:lcoody@jerseyvillagetx.com)

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**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020                      **AGENDA ITEM:** G1

**AGENDA SUBJECT:** Consider Resolution No. 2020-05, receiving and approving the Fiscal Year 2019 Annual Report for Tax Increment Reinvestment Zone Number 2.

**Department/Prepared By:** Austin Bleess, City Manager   **Date Submitted:** January 13, 2020

**EXHIBITS:** [Resolution No. 2020-05](#)  
[Exhibit A](#) - FY 2019 Annual Report for Tax Increment Reinvestment Zone No. 2

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL: AB**

**BACKGROUND INFORMATION:**

The Tax Increment Financing Act requires all cities or counties that designate a tax increment reinvestment zone to file an annual report with the Comptroller's office and the chief executive officer of each taxing unit that levies property taxes on real property in a reinvestment zone. The report must include:

- the amount and source of revenue in the tax increment fund established for the zone;
- the amount and purpose of expenditures from the fund;
- the amount of principal and interest due on outstanding bonded indebtedness;
- the tax increment base and current captured appraised value retained by the zone; and
- the captured appraised value shared by the municipality or county and other taxing units, the total amount of tax increments received, and any additional information necessary to demonstrate compliance with the tax increment financing plan adopted by the governing body of the municipality or county.

The TIRZ district actually saw a decrease in valuation last year as 9 out of the 27 parcels current within the TIRZ district that are taxed by the city saw a decrease in valuation. As such the city saw no revenue to the TIRZ fund. The City also did not spend any money out of the TIRZ fund. That is a quick summary of the report.

The TIRZ Board met on January 20, 2020 and reviewed this report. They are recommending the City Council receive and approve this report.

**RECOMMENDED ACTION AND MOTION:**

**MOTION:** To approve Resolution No. 2020-05, receiving and approving the Fiscal Year 2019 Annual Report for Tax Increment Reinvestment Zone Number 2.

**RESOLUTION NO. 2020-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING AND APPROVING THE FISCAL YEAR 2019 ANNUAL REPORT FOR TAX INCREMENT REINVESTMENT ZONE NUMBER 2.**

**WHEREAS**, the City of Jersey Village, Texas is required to file an annual report with the Comptroller's office and the chief executive officer of each taxing unit that levies property taxes on real property in a reinvestment zone; and

**WHEREAS**, the TIRZ Board of Directors has reviewed the FY2019 Annual Report and recommends that it be received and approval by the City Council; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, THAT:**

**SECTION 1.** City Council finds that the FY2019 Annual Report meets the requirements as laid out in the Tax Increment Financing Act.

**SECTION 2.** The FY2019 Annual Report, as included with this resolution labeled as Exhibit A, is hereby received and approved.

**PASSED AND APPROVED** this 20<sup>th</sup> day of **January**, A.D., **2020**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020

# **EXHIBIT A**

## **Tax Increment Reinvestment Zone Number 2 City of Jersey Village 2019 Annual Report**



TAX INCREMENT  
REINVESTMENT ZONE  
NUMBER 2, CITY OF  
JERSEY VILLAGE, TX  
ANNUAL REPORT  
FY2019

RECOMMENDED FOR APPROVAL BY TIRZ  
BOARD ON JANUARY 20, 2020

APPROVED BY CITY COUNCIL ON  
JANUARY 20, 2020  
Resolution 2020-05

## City of Jersey Village, Texas - City Officials

### City Council – October 2018 - May 2019

Mayor	Justin Ray
Place 1	Andrew Mitcham
Place 2	Greg Holden
Place 3	Bobby Warren
Place 4	James Singleton
Place 5	Gary Wubbenhorst

### City Council – May 2019 – September 2019

Mayor	Andrew Mitcham
Place 1	Drew Wasson
Place 2	Greg Holden
Place 3	Bobby Warren
Place 4	James Singleton
Place 5	Gary Wubbenhorst

### City Staff

City Manager	Austin Bleess
City Secretary	Lorri Coody

### TIRZ Board of Directors

BOARD MEMBER	POSITION	APPOINT DATE	TERM ENDS
Andrea Grimm	1	06/18	12/19
Ty Camp, Vice Chairman	2	08/17	12/19
Ceri Davies	3	08/17	12/20
Geoff Butler	4	08/17	12/18
Sean Anger	4	01/19	12/20
James MacDonald, Chairman	5	08/17	12/20
Simon Hughes	6	10/17	12/19
Judy Tidwell	7	06/19	12/20



## Purpose

The Board shall act as an advisory board to the City Council in the operation and administration of Zone Number 2; and all actions by the board are subject to City Council approval.

## Duties and Responsibilities

The authority and responsibility of the board expressly includes:

1. Make recommendations to the City Council regarding the administration of the Zone;
2. Make recommendations to the City Council regarding agreements that are necessary or convenient to implement the project plan and reinvestment zone financing plan;
3. Make recommendations to the City Council regarding agreements with local governments or political subdivisions for management of the zone or implementing the project plan and reinvestment zone financing plan;
4. Make recommendations to the City Council regarding the expenditure of TIF Fund Number 2 funds related to development and redevelopment of land within the zone, in conformance with the following process;
5. Act as the lead entity in working with other boards and commissions regarding incentives, regulations, infrastructure, and all other physical and economic development decisions related to the Zone number 2; and
6. Provide a progress report to the City Council annually, or as requested by the City Council.

## Membership

This Board of Directors consists of seven (7) members: five (5) Directors shall be appointed by the City Council; and two (2) Directors shall be appointed by the County Commissioners Court. Since Harris County has elected not to participate in the TIRZ, all seven Director seats have been appointed by the City Council.

## Description of Zone

In accordance with the Tax Increment Financing Act (Texas Tax Code Chapter 311), Reinvestment Zone Number Two, Jersey Village, Texas (TIRZ No. 2) was established by Ordinance 2017-26 of the Jersey Village City Council on July 17, 2017.

## Purpose of Zone

The City of Jersey Village teamed with consultants to gather input from community stakeholders (from agencies like Harris County, the Houston-Galveston Area Council, METRO, and private land owners) and develop a conceptual plan for the area south of U.S. 290, known as Jersey Village Crossing. Jersey Village Crossing is a proposed 274 acre mixed-use development that includes a major Transit-Oriented Development component that incorporates preliminary designs for a light rail stop. Recent economic trends indicate that workers want to live in places with destinations, public and civic spaces, vibrant

social life, recreational opportunities, and a reasonable commute—all of which are usually included in a mixed-use development.

The purpose of this TIRZ is to support this development.

**Financial State of the Zone**

Chapter 311.016 (a)(1) of the Texas Tax Code requires an annual status report be filed with the chief officer of each taxing unit that levies property taxes in a reinvestment zone and the state comptroller. The established base year for TIRZ No. 2 reporting was Fiscal Year 2018.

**Amount and Source of Revenue**

The Tax Increment Base Value of the District is \$20,633,175. During Fiscal Year 2019 the value of the district was \$ \$18,830,234, which is a negative captured value of \$1,707,988. As there was no captured value of the TIRZ there was no income for the TIRZ.

**Amount and Purpose of Expenditures**

There were no expenditures from the TIRZ Fund.

**Amount Of Principal And Interest Due**

The TIRZ has no bonded indebtedness.

**Tax Increment Base And Current Captured Appraised Value Retained By The Zone**

Base Year Value (2017)	Net Taxable Value (2018)	Captured Appraised Value (2018)	Net Taxable Value (2019)	Captured Appraised Value (2019)
\$20,633,175	\$20,538,222	-\$94,953	\$18,830,234	-\$1,802,941

**Captured Appraised Value Shared By The Municipality And The Total Amount Of Tax Increments Received**

Taxing Jurisdiction & Participation Rate	Captured Appraised Value	Tax Rate per \$100/Value	Amount of Increment
Jersey Village (100%)	-\$1,802,941	0.7425	\$ -

Currently Jersey Village is the only taxing entity participating in the TIRZ and is participating at 100%.

**Fund Balance History:**

	FY2019
Revenues	0
Expenditures	0
Net Income (Loss)	0
Ending Fund Balance	0

Map 1: Location of Tax Increment Reinvestment Zone  
The boundaries of the TIRZ are depicted below.



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** G02

**AGENDA SUBJECT:** Consider Resolution No. 2020-06, authorizing the City to apply for a grant from the Assistance to Fire Grant Program.

**Department/Prepared By:** M. Bitz

**Date Submitted:** January 8, 2020

**EXHIBITS:** [Resolution No. 2020-06](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$	000
	Amount Budgeted:	\$	0.00
	Appropriation Required:	\$	0.00

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

The Federal Assistance to Fire Fighter Grant process for 2019 is soon to open. Although they have not announced an actual opening date or the funding amount, we anticipate the applications process to open within the next several months. The funding amount will be significant enough for us to request funding. Jersey Village Fire Department is planning to request funding for Self Contained Breathing Apparatus (SCBA) under the new NFPA 2018 standards. We will be requesting just under \$336,000 dollars to purchase this equipment. The City would be responsible for 5% of that amount if awarded funds.

The current SCBA, purchased in 2010, was purchased with AFG grant funds. The Current SCBA we own and use are from the 2007 NFPA Standards for breathing apparatus. It is recommended by NFPA that fire departments use SCBA that are no more than two design standards for SCBA. With the adoptions of the 2018 NFPA Standards, Jersey Village is now more than two standards beyond what is acceptable practice.

We are confident we can prevail in this endeavor and receive an award for funding for this equipment.

It is staff's recommendation that Council permit the Fire Department to apply for federal funding through the Assistance to Fire Fighter Grant Program.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-06, authorizing the City to apply for a grant from the Assistance to Fire Grant Program.

**RESOLUTION NO. 2020-06**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE ASSISTANCE TO FIRE GRANT PROGRAM.**

**WHEREAS**, the Jersey Village City Council finds it in the best interest of the citizens of the City of Jersey Village that the Jersey Village Fire Department submit and accept granting from the Assistance to Fire Grant Program.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, THAT:**

**Section 1.** The City Council authorizes the Jersey Village Fire Department to submit application for granting of the purchase of Self Contained Breathing Apparatus and associated equipment from the Assistance to Fire Grant Program.

**Section 2.** The City Council assures the awarded funds will be returned in full in the event of loss or misuse of the funds.

**Section 3.** The City Council authorizes the Fire Chief, the authorized official, to execute all documents in regard to the requested funds, which includes the power to apply for, accept, reject, alter, or terminate the grant.

**Section 4.** The City Council assures the City of Jersey Village will comply with other rules set by the Assistance to Fire Grant Program.

**PASSED AND APPROVED** this 20<sup>th</sup> day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



# CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** G03

**AGENDA SUBJECT:** Consider Resolution No. 2020-07, authorizing the City Manager to negotiate an agreement with Burditt Land | Place to compose a new Parks Master Plan for the Jersey Village Parks and Recreation Department.

**Dept./Prepared By:** Parks & Recreation, Jason Alfaro

**Date Submitted:** January 13, 2020

**EXHIBITS:** [Resolution No. 2020-07](#)  
[Burditt Land | Place Proposal](#)

**BUDGETARY IMPACT:** N/A

## **BACKGROUND INFORMATION:**

City Council allocated funds this fiscal year to complete a Master Parks Plan that will help guide the department for the next eight to ten years. This plan will be heavily driven by the community with many opportunities for community input, and will give us a roadmap of what the community is wanting in their parks and recreation system.

The parks master plan Request for Proposal was posted on the city website and emailed directly to ten (10) consulting firms on Friday, November 15, 2019. Four proposals were timely received, and a team of city staff consisting of City Manager, Austin Bless; Parks and Recreation Director, Jason Alfaro; Golf Manager, Matt Jones; Recreation and Events Coordinator, Josh Rodrigue; and Parks and Recreation Administrative Assistant, Terry Brunskill were assembled to review and rank the proposals. Three of the four proposals were Texas based firms, with one firm located in Colorado. All of the firms had relative experience with Master Parks Plans including community development, conceptual park renderings, and parks and recreation planning and design.

After careful review and discussions with the review team, Burditt Land | Place was selected as the firm to negotiate terms for work related to the Master Parks Plan. Their experience working with cities of relative size, their understanding and approach to the city's needs, along with their team of in house staff and consultants were the main positives that were discussed by the group.

The average and median results of the rankings are below. Ratings are out of 100.

	GreenPlay LLC.	Burditt	Clark Condon	MHS Planning and Design
Average Points Scored	74.8	87.4	79.4	76.8
Median	73	88	79	76

City staff recommends that Council authorize the City Manager to negotiate terms for a contract to have Burditt Land | Place compose a Master Parks Plan for the City of Jersey Village's Parks and Recreation Department. This contract would come back to Council for approval, hopefully at the February Council meeting.

It is recommended that council authorize the City Manager to negotiate terms of the contract for services outlined in the RFP with Burditt Land | Place.

## **RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-07, authorizing the City Manager to negotiate an agreement with Burditt Land | Place to compose a new Parks Master Plan for the Jersey Village Parks and Recreation Department.

**RESOLUTION NO. 2020-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AN AGREEMENT WITH BURDITT LAND | PLACE TO COMPOSE A NEW PARKS MASTER PLAN FOR THE JERSEY VILLAGE PARKS AND RECREATION DEPARTMENT.**

**WHEREAS**, the City of Jersey Village has requested proposals for parks master planning services; and

**WHEREAS**, on October 1, 2019, City Council authorized funds for staff to submit a Request for Proposals seeking a consultant to design and compose a new parks master plan for use in Jersey Village; and

**WHEREAS**, the City has received a proposal from Burditt Land | Place, for consulting services related to the design of a new parks master plan for the City of Jersey Village; **NOW THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

That the City Manager is authorized to negotiate on behalf of the City of Jersey Village an agreement with Burditt Land | Place for services related to the development of a new parks master plan for the City of Jersey Village.

**PASSED AND APPROVED** this the **20th** day of **January** A.D., **2020**.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary





*Jersey Village*

# REQUEST FOR PROPOSAL

RFQ No. 2019-07 - Parks Master Plan

CITY COUNCIL MEETING PACKET FOR THE MEETING TO BE HELD ON JANUARY 20, 2020



1	<b>Transmittal Letter</b>	3	<b>Team Organization, Experience &amp; Qualifications</b>
2	<b>Understanding &amp; Approach</b>	4	<b>Business Information</b>



# Transmittal Letter

December 12, 2019

Tab 01

City of Jersey Village  
City Secretary  
16327 Lakeview Drive  
Jersey Village, TX 77040



310 Longmire Road • Conroe, TX 77304  
105 N. Main, Suite 123 • Bryan, TX 77803  
P: 936.756.3041 • F: 936.539.3240 • www.burditt.com

RE: RFP - 2019-07: Parks Master Plan

Dear Selection Committee:

With great enthusiasm, Burditt Land + Place is pleased to submit our Professional Qualifications for services to prepare the City of Jersey Village's Parks Master Plan. Our experience and qualifications in master planning, design and construction of parks, public spaces, and gathering areas, provides us with a unique understanding of how important quality of life and outdoor environments are to residents, visitors, and the enrichment of any community. We offer to you a staff who have completed the planning and design of a broad variety of parks and open space projects over the past 20 years including multi-million dollar sports facilities, recreation centers and parks ranging from regional to neighborhood scale. We are uniquely committed to park planning, design, and the critical realities of operation and maintenance that challenge both operational departments and city councils.

The project team consists of leaders in parks and recreation, landscape architecture, architecture, community and economic development; all with extensive background in park planning and design, recreational and community-oriented architecture, aquatics program design, site development, and natural resource/sustainability planning.

Burditt's vision for park planning begins with a deep and abiding respect for the intersection of nature and human settlement with an understanding that parks represent the ultimate community connection between the natural environment and people. Our team of architects, landscape architects and planners connect directly with community stakeholders, as well as officials, boards, city councils and staff to understand and identify the needs, capacity, and resources which must coalesce into a successful parks master plan. Developing consensus within the community through relevant park programming, design concepts, capital investment, and operational budgeting we will execute all components of the City's project goals and objectives. Our staff of conservationists, environmental scientists and urban foresters will also ensure that green infrastructure and site sustainability are handled as vital attributes to the park vision and master plan.

Burditt will serve this project managing critical project paths, public and stakeholder engagement, outdoor amenities and programming, site conceptual layouts, operational budget considerations, and assembly of the plan. We offer best practices methodology to discover, assess, and provide solutions to gaps in the existing program and potential alternatives. Understanding the significance of this master plan, not only to the parks system but to the community, we are committed to performing the assignment by placing our highest priority directly upon the City's goals and objectives. Our current workloads are in stages of development that will accommodate an aggressive path for completion within a 5-6 month timeframe or by meeting the City's preferred schedule. We look forward to serving in this endeavor and propose a professional fee of \$63,500 for these services.

Respectfully,

**Charles Burditt**  
Principal

**Paul Howard, Project Manager**  
Parks & Recreation Manager

**Diana L. Wilson, RLA, LEED, AP, ASLA, AICP**  
Director of Planning & Landscape Architecture

## THE BURDITT LAND | PLACE WAY

### Project Understanding

Providing parks and recreation facilities and programs for a community is a marketplace that is defined by a clear supply and demand relationship between the City and its customers (the residents). Planning for the facilities, amenities, and services that the customers want and need is the heart of our approach to parks and recreation planning.

Jersey Village is a community of active residents from a wide range of backgrounds, interests, and lifestyles. The most important component of a master planning process is to carefully listen to the customers and seek to truly understand their needs before recommendations are made for any improvements or additions to the parks system.

In addition to listening to the customers, attention must be paid to staff and elected officials to understand the day-to-day challenges the City faces with regards to parks, facilities, and programs. This includes consideration of the body of work preceding this plan such as past Parks Master Plans, the Comprehensive Plan, and other policy and planning documents that guide the City's vision. The goal is to develop a plan that is custom fit to the City's needs, not a boiler plate document.

The development of a Parks and Recreation Master Plan is an opportunity to study and integrate a diverse array of recreation facilities and programs with the goal of addressing current and future needs, renovations, expansions, and future construction efforts that address changing needs.

The project requires the assessment and evaluation of all existing community recreation related facilities with engagement of multiple user organization leaders, activity groups, department staff (who operate and maintain facilities), as well as the City's elected officials.

The primary objective of the Parks and Recreation Master Plan is to develop a planning document that captures the goals and needs for recreation and identifies priority projects for improvements and additions to the City's parks system, supported by conceptual designs for each project along with preliminary Opinions of Probable Costs (OPCs).

We believe that our plan process is distinguished from many other firms in that we provide a level of detail in conceptual design and OPCs that make it possible for staff and leadership to take the next step into implementation of the plan. Having sufficient information to be able to plan budgets and procure design professionals, contractors, and vendors is a critical component that is missing from so many plans. In addition to the capital costs, our plans detail the probable cost of maintenance and operation for proposed improvements, ensuring that the City is aware of the true 'cost of ownership' of new and/or improved parks and facilities.

The master planning process provides an opportunity to resolve long standing operational, functional, environmental and aesthetic issues that periodically confront cities, their elected officials, and staff. The planning process will become the backbone of understanding and commitment within the community towards the future facilities and programs offered to residents.

### Values

At Burditt, our values are reflected in our staff and demonstrated through our work. Our thinking integrates sustainability principles in every aspect of a project from a natural resource management perspective to a health and human experience perspective. Engagement of Community, the people who experience public places in an integral component of our project design process and our staff works diligently to facilitate meaningful connection through public engagement exercises and personal interaction. Our staff vary in background and experiences and offer a global perspective often only found in larger firms, within the context of a nimble, appropriately scaled firm environment that fits perfectly with the City of Jersey Village. For each assignment and from the moment our project team arrives in Jersey Village, until project completion and beyond, our staff will become an integral part of your community so as to serve as a reflection of your community values in the public realm.



Stakeholder meeting in Conroe, Texas for Master Park Plan

## Knowledge

Within the disciplines of architecture, urban design, landscape architecture, parks and recreation planning, planning, and natural resource science, our team approaches each project with a broad spectrum and depth of professional knowledge. Burditt Consultants staff includes registered landscape architects, registered architects, AICP planners, park and recreation professionals, and certified resource planners. Each brings a unique set of park design skillsets that range from structures and field layout to wayfinding, trail development and community outreach. These include:

- Parks, Recreation & Open Space Master Planning*
- Park and Recreation Planning & Design*
- Sports Tourism, Economic Impact and Feasibility Studies*
- Landscape Architecture*
- Architecture*
- GIS (Geographic Information Systems)*
- Irrigation Design*
- Urban and Community Forestry*
- Environmental Assessments*
- Building Information Modeling (BIM)*
- Community Development*
- Strategic Planning*



*Bioswales, similar to drainage ditches, utilize selected vegetation to filter and slow down stormwater runoff prior to its drainage into the water shed. These bioswales can be designed using native vegetation adapted to the area, requiring minimal maintenance.*

## Experience & Expertise

Parks and recreation planning and design is our passion. Every parks master plan begins by bringing together firm members of diverse disciplines to evaluate the assignment, create an integrated team approach, and to work closely together throughout the project duration. This ensures that a siloed approach does not prevail. Our architects, landscape architects and park planners work closely with natural resource staff to fully understand opportunities and constraints. Use this model, we've planned and designed projects of all types from small pocket and neighborhood parks, linear parks similar to creeks and rivers, community recreation parks, and sports tourism destination facilities/parks. While each project is unique, the objectives and goals of Jersey Village may require new and strategic thinking to accommodate the City's vision. We never pre-suppose that our last project is a suitable representation of the next one.

This experience is coupled with our sincere passion for public park design, to work alongside our clients and their stakeholders throughout all phases of the project. Enriched input from your Council, economic development organization, administrative staff, public works and engineering department personnel, stakeholder groups and committees each serve in providing the foundation for a shared vision and a great project. As this likely will be a phased project, it's essential that we provide a continuum of listening and adherence to the City's input that focuses all participants on key issues and also keeps them engaged in the thinking and ideas they bring to the table.

In summary, all input guides our approach that uniquely integrates all the professional disciplines of the design team, further enhancing collaborative vision and relationships.

## Planning Philosophy

At Burditt Land | Place, we believe that every community is unique and; therefore, every project and master plan is unique. We believe in helping communities become thriving, resilient places for people to call home. Using a community engagement process tailored to the needs of each community we work with, we create plans that are responsive to market trends and forces, grounded in fiscal reality, and focused on action and implementation. As collaborators with our Clients we create processes that allow the community to take ownership of the process and final document. We listen, facilitate conversations and discussions, then fold everything we have heard into goals, recommendations, and policies resulting in a plan that is based in **COMMUNITY, PLACE, MARKET,** and **ACTION.**

This philosophy is summed up in 4 tenets that are the foundation of our team philosophy:

**COMMUNITY: PEOPLE FIRST.** We practice everyday democracy by providing opportunities for people to engage in different ways and in different places. It is one thing to say a planning process provides opportunity for people to be involved. It is another thing altogether to reach beyond the usual players to include many more members of the community and do so with tools and techniques that will make the process and the participation meaningful and effective. We aim to meet people where they are and encourage diverse voices and ideas. While doing so; however, we respect the need to complete engagement in a timely way, understanding that timing is critical and this process must be completed in a time-frame suitable to project implementation.

**PLACE:** We believe in creating places with authentic character and identity - a brand, tied to its unique place in the region. In this age of big box stores and highway sprawl it is easy to get lost among the visual clutter. Often mixed-use and the desire for creative urban design can end up creating the opposite of intentions. Inherent to our planning philosophy is developing **PLACE-BASED COMMUNITY CHARACTER** that carves out a distinctive place and identity for our clients. This place-based approach to planning results in a master plan that includes specific design standards and guidelines to direct the future park and facility development. In park design, we know that cramming every program you can into a park does not represent good park design at all.

**MARKET:** We work with our clients to develop plans that are grounded in **FISCAL REALITY** and **ACTION-ORIENTED**, driven by the wants and needs of the market (citizens) and the fiscal and economic realities of the community. Evaluating current market conditions and forecasting trends to allow the City to plan for capital improvements and land use decisions must be action-oriented and measurable to ensure that the right work is getting done at the right time for the right expenditure of resources.

**ACTION:** In order for the Master Plan to be effective, **IMPLEMENTATION** must be an integral component of decision-making for staff and elected officials. As part of developing an action based plan, the Implementation Program defines and provides a schedule of actions necessary to implements the Goals, Objectives, and Policies of each element of the Plan and also makes recommendations for regular review and update of the plan.

The Master Plan provides the data and information necessary for community leaders to make informed decisions. We believe in providing resources, data, and information alongside ideas and images to help communities envision what could be, understand what it will take to realize that vision (including cost), and make suggestions about how to get there and measure success.

## Urban & Community Forestry

An often overlooked component of a city's infrastructure that provides a service to the people and environment is comprised of the natural resources such as creeks and rivers, floodplain, forests and other natural areas. These land cover types provide a variety of services critical to maintaining a healthy community and ecosystem. Some of these ecosystem benefits include the following:

- Storm Water Runoff Reduction*
- Water Quality (sediment reduction)*
- Air Quality (pollutant capture)*
- Carbon Storage and Sequestration*
- Energy Use Reduction (cooling costs)*
- Erosion Control*
- Aesthetics, Recreation & Quality of Life*



*Use of native plants within landscape areas of parking lots can aid in removal of contaminants and sediments from stormwater prior to drainage into the watershed.*

The forests in a community are a fundamental component of the City's natural, cultural, and economic history and continue to be valued by residents and visitors alike. Over time the forest canopy may be reduced as land is cleared for development in some areas, while other areas may continue providing ecosystem benefits, recreation, and many other benefits to the community.

*A unique component of our approach is that each Parks Open Space, And Recreation Master Plan conducted by Burditt includes the contributions of our firm's Urban Foresters.*

## Public Involvement Through Engagement

Burditt strongly embraces collaborative engagement with audiences during public workshop sessions. Our team makes use of interactive tools such as precedent and preference exercises. During these workshops, Burditt facilitates discussion through display of graphics and illustrations of various activities or "looks" to assist the audience in reaching a common language with the team and, in return, articulating views of their wishes and needs to the Burditt team. We find that discussion oriented this way, around sets of discrete visual aides, filtered through the strategic goals of the City, helps ensure a truly relevant but "in bounds" programming assessment. Audiences enjoy the ability to be heard and, importantly, understood.



*City of Lulkin Public Meeting*

## City of Jersey Village Guidance & Information

A community's parks and open space infrastructure are just as essential to the City's primary infrastructure as roads and utilities are. The function that public space and parks serve within a community is a platform for community lifestyle, for experiencing the outdoors in an ever-shrinking urban natural environment, and a system that embraces health and wellness as a value.

Key strategies for creating usable and inviting places for parks and open space include considering how these spaces can be incorporated into existing and future transportation systems (trails, sidewalks, and bike lanes), reimagining parking lots and commercial site development, and designing residential and commercial areas. These techniques enhance open space and active recreation areas generally, and specifically reimagines how we develop communities in Texas.

## Existing Documents and Initiatives

Critical to any planning process is the need for our firm to become fully immersed and integrated into existing community values and expectations. The *City of Jersey Village's Comprehensive Plan*, articulate these values and expectations and cast a vision for how the *Parks Master Plan* shall be developed.



## Area Assessment and Market Analysis

A detailed market analysis should be provided as part of the analysis phase of the Parks Master Plan. This market analysis will take into account existing data and recommendations from the *2016 Comprehensive Plan*, evaluate current preferences and behaviors for recreation activity participation from the Jersey Village community and evaluate existing recreation opportunities provided privately and publicly in the area. Through this market analysis, Burditt will make observations of gaps within recreation opportunities for area residents and make facility programming recommendations for amenities in line with these opportunities.

## Economic Impact

Estimating the cost for developing the capital improvements associated with the Parks Master Plan is not a simple task. Burditt is acutely aware of the necessity for sound capital cost estimates. Burditt makes use of real-time cost estimating data which build capital budgets by site and building systems block by block. We also backcheck this data with expert construction program management partners who verify and modify the underlying assumptions. Our process is careful, complete, and presented in a coherent format for powerful use by our clients. Burditt is strongly committed to ensuring the City be provided everything necessary to make informed, responsive, responsible, and defensible decisions related to recommendations which will be proposed in the Parks Master Plan. This commitment and its necessity is no less important in the Capital Cost estimates developed for the program and design concepts. Capital Cost estimates must be realistic and founded on replicable data providing high degrees of confidence and reducing uncertainty in budget planning and decision making.



Jersey Village Parks Map

## Operational Impact

A key component of any Parks Master Plan is the accurate estimation of costs for initial capital investment as well as long-term operation and maintenance needs. Often, during planning phases, the focus of studies is predominantly on capital costs; however, Burditt believes that consideration of each component of a project should weigh the costs of operation and maintenance with equal attention to ensure that adequate resources are budgeted for the coming years with regards to equipment replacement cycles, program staff, and maintenance staff.

To inform the Owner during each phase of planning, Opinions of Probable Costs (OPCs) are provided for consideration under the following categories:

1. Capital Investment
2. Program Personnel
3. Maintenance Personnel
4. Equipment Life Cycles

## A DAY IN THE PARKS

A Day in Jersey Village, Texas begins with navigation of the generously wide tree-lined streets and multiple crossings of the picturesque Whiteoak Bayou. A simple component of the street system are the gentle curvilinear layouts that take you through neighborhoods of attractive and well-kept homes. We believe you can always tell a lot about a community by the presence of multiple species of trees and the care that is given them by the city and citizens.



If that holds true, then Jersey Village must be a very happy and caring community because the community is teeming with canopy coverage throughout the neighborhoods, parks, and even throughout generally open spaces.

While park acreage is limited, the community has done well in development of amenities and in leveraging opportunities for passive and active recreation. Small city-owned spaces, park adjacencies to schools, and the incredible tree canopy make the City *'feel'* as though there is more park acreage than is actually dedicated. Perhaps it's the vast linear space created by the Harris County Flood Control managed bayou that gives visual vistas to pedestrians, those driving or passengers of vehicles, or simply looking out their kitchen windows. Living within areas that experience the threat of flooding can be inconvenient and sometimes scary; however, these extensive watersheds also provide habitat for wildlife, a wide variety of bird/small mammal and aquatic populations, opportunities for trails, partnership with public entities, and connectivity opportunities with neighboring incorporated communities.

In visiting some of Jersey Village's parks users, the most extensive activity was found at Carol Fox Park and Clark Henry Park. Moms and grandmothers were busy keeping up with little ones or checking messages on their phones. In either case, the park benches were well used and these users told us that this was their favorite park because of its peacefulness and flexibility of things to do. To work in the planning sector with a focus on community parks, open space, trails and recreation facilities, you really should love community parks at any scale. And we do; however, the scale and feeling one gets when entering Carol Fox is overpowering. It's like *'coming home'* regardless where *'home'* is! There's an option to enter the park from two generous street side parking areas and residents can simply walk or ride a bike from neighborhoods

that are surrounding this tucked and beautiful gem. The expansive live oaks and water oaks provide tremendous shade opportunity throughout two-thirds of the area and there is great play value created by the safety swings, sand volleyball area, custom ship play structure for older kids and the additional 2-5 year old play structure. What was impressive is how each of the play amenities had plenty of freshened wood chips as a fall surface and there were ramps going into these areas affording accessibility at every location.



Our favorite piece; however, is the elevated berm that provides a highpoint for kids to climb to and survey the entire park from that vantage point. Simple climbing elements in a sand filled area (including individual sandboxes!) made a very cool and completely inexpensive element that all kids will enjoy, particularly in these months where the summer heat won't keep them out of the sand.



# Understanding & Approach

What also stood out was the unbridled use of sidewalk etchings and names in the concrete. Drawings, names, dates, and sentiments were found from the entry gate all the way around the sidewalk loop. What a fun day that must have been when those were put into permanent walking surfaces!



Having consulted with the prior owners on the Jersey Meadows Golf Course many years ago, we're quite familiar with the layout, the terrain and the impact of winters like we just experienced from October 2018 through May 2019. The flat topography and brutal rainfalls of this past winter caused fewer rounds of golf and less enjoyment by players; however, this year we seem to be off to an improved beginning to fall and winter. This presents additional greenspace for visual enjoyment and a treasure to community golfers that can play within their own City by a short car ride within minutes of home. This open space is stocked with many older trees strategically incorporated into play, as well as more newly planted trees for future canopy coverage. These trees, whether on a golf course, along city streets or found in parks and schools, are an important part of City's green infrastructure and do important work in slowing down rainfall and potential flood waters. They also remove and store carbon dioxide and help to reduce urban carbon footprints.

From years of traveling Beltway 8 and seeing from the freeway the High School facilities in the shadow of the Jersey Village water tower, it was good to finally visit the school facilities on the ground and experience how its adjacency to Post Elementary and Clark W. Henry Park all function together. These facilities create an extensive linear and activated area that is anchored by the bayou on the north and the high school on the south. In between and along the streetside, children of all ages are walking the sidewalk along the east side of Equador Street headed north across the bayou bridge past Equador Open Space.



The park can be accessed afoot from the street (near the major Clark W. Henry signage), from Post Elementary parking to the south, or from the main entrance that is in close proximity to the City's swimming pool surrounded by a massive live oak mott. With the addition of a newly installed self-activated splash pad that has playful and whimsical fixtures, the park offers all kinds of summer fun. Nearby, there is a large covered pavilion (steel) with basketball goals and plenty of opportunity for community gatherings, family reunions, concerts or anything that comes under the heading of 'fun'. A generous asphalt walking trail (cycling pathway) hugs the edge of the bayou watershed and looks out over the vast open space

adjoining Post Elementary. There are a number of chain link backstops that remind us that the old-school approach to baseball or softball practice fields or a pickup game is still as enjoyable as it was in the 50s & 60s. No need for bases or a pitching mound, just spread out and start your game or home run derby!





We believe it will be of interest to reviewers of this submittal to add that our Parks & Recreation Project Manager, Paul Howard, grew up in Jersey Village. He attended Post and said he walked this same sidewalk and across the bridge some 25+ years ago! He really knows the neighborhoods and is passionate about the City's management and enhancement of its parks system. Henry Park is where the *fun begins*.



In conducting site visits to other park areas and detention devices, we're reminded of components of the City's Comprehensive Plan objectives, the TOD Master Plan, and Flood Management opportunities. Opportunities exist to tie the Parks Master Plan into the goals of these important City documents and initiatives. Among these thoughts are the following:

- **Using Natural Resources and Green Recreation Infrastructure as a flood management tool; this relates to the City's website relating to flood management:** "Although the Harris County Flood Control District has done much work to help alleviate the flood risk throughout the area, there is still a risk of flooding in our city. With significant rainfall, our drainage system could reach capacity, causing flooded streets, local ponding and overflowing bayous and ditches."; (**City Website**)

- **The city-wide network of pedestrian pathways that connects parks, open space and schools can serve to improve connectivity on both sides of the 290:** "The Plan recommends conducting a corridor pedestrian mobility study to identify specific corridor deficiencies and potential solutions for improvement prioritization." "In order to provide greater pedestrian connections within the neighborhood, the Plan recommends developing neighborhood pedestrian connections through a trails system, including securing land needed for additional paths and utilizing existing bayous and conveyance channels to help expand the trail network." (**City of Jersey Village Comprehensive Plan 2014**);
- **Utilize partnerships with funding entities that focus on bike and pedestrian connectivity:** "Goal 5. ENHANCE AND EXPAND PARKS, OPEN SPACES, TRAILS AND RECREATIONAL OPPORTUNITIES AND EXPERIENCES. Explore TxDOT funding opportunities for multi-modal transportation alternatives; Ensure pedestrian mobility by repairing existing sidewalks or extending missing sections." (**Comprehensive Plan 2014**);
- **Utilize existing City Utility Corridor Partnership with other entities for a regional trail; ex.: Bayou Preservation trail opportunities:** "Section. 38-34 – Corridor Established & Section 38-36 Common use of Corridors" (**Jersey Village Code of Ordinance**).
- **City-wide bike plan that connects the regional network:** "Collaborate with HGAC on their existing shared-use plan within Jersey Village for a bike lane along feeder road 290." (**HGAC Regional Plan**);
- **Look at opportunities for open space, public space beyond parks, and considering open**

**space and a system that serves the entire City. Opportunities such as open space in the TOD Master Plan and finding existing city-owned parcels within the community. (TOD Master Plan).**

While we address some of these connections to the City's existing planning documents, one cannot help but note the extensive electric utility right-of-ways within the community. These make excellent walking trails and can be utilized with agreements with energy companies similar to agreements executed with Harris County Flood Control for shared use agreements. We've done this with the City of Deer Park, another captured community east of Houston that is surrounded by cities such as LaPorte and Pasadena.

The City of Jersey Village is a hidden treasure trove of canopy, friendly people, safe and comfortable neighborhoods; yet, opportunities still exist to expand on existing assets. We expect that the assessments of existing facilities and open space should entertain more than only NRPA's matrix of standards; TPL standards, Level of Service (LOS) and also the Quality of Service (QOL) should be conducted to localize the comparisons made with other communities. We will perform public meetings, meet with citizens in pop-up events already taking place, develop online surveys and consider the senior residents of the community – an exceptionally large component of the population. We'll look at the impacts of schools and private facilities in the area as well as recreation provided by others, combine findings regarding recreation provided by others with our public input and address recreation behavior. Finally, our document will provide robust market analysis, economic input and consider cost recovery based upon current staffing and O&M information as compared to the desired percentages (if any).

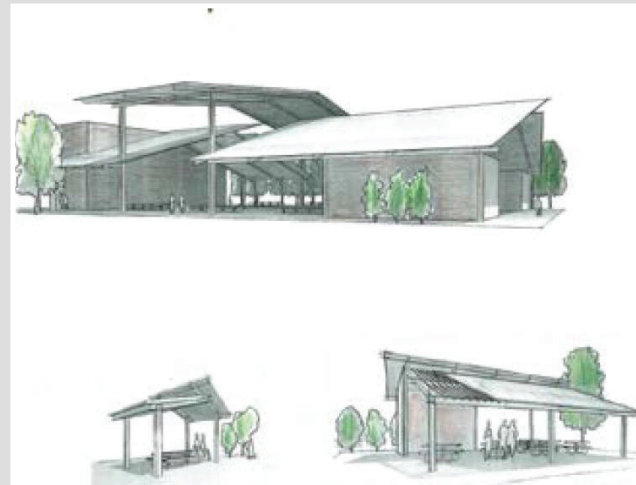
# Team, Experience & Qualifications

## PARKS MASTER PLAN - ROSENBERG, TEXAS



The City of Rosenberg has continued to experience growth and development and recognized the need to maintain the level of service for parks and recreation facilities at an equal pace. Burditt Consultants was brought on board to develop a plan that captured the vision for the future parks system with recommendations for improvements to existing parks and identification of opportunities for new parks and facilities. Residents were engaged through online surveys and public events to identify the demand for facilities and amenities. Adopted in December of 2019, the Rosenberg Parks and Recreation Master Plan will guide the City in budget planning, design, and development of new and improved parks for the next five to ten years.

<b>Client:</b>	City of Rosenberg
<b>Contact Person:</b>	Darren McCarthy, Dir. of Parks & Recreation
<b>Phone:</b>	832.595.3960
<b>Timeline:</b>	2019
<b>Anticipated Budget:</b>	\$54-67 Million

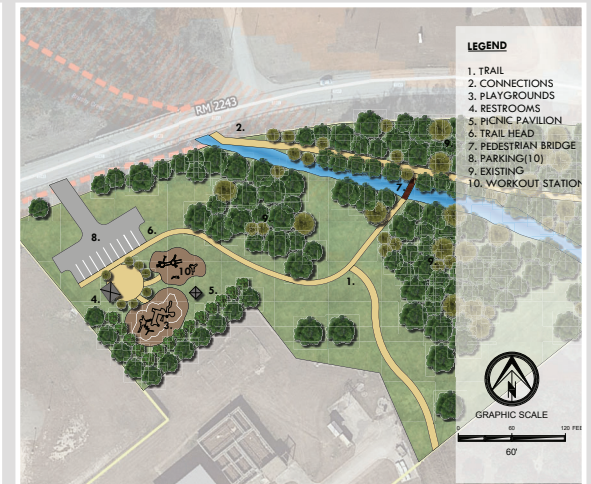


## PARKS, PUBLIC SPACES, AND RECREATION COMPREHENSIVE PLAN - LEANDER, TEXAS



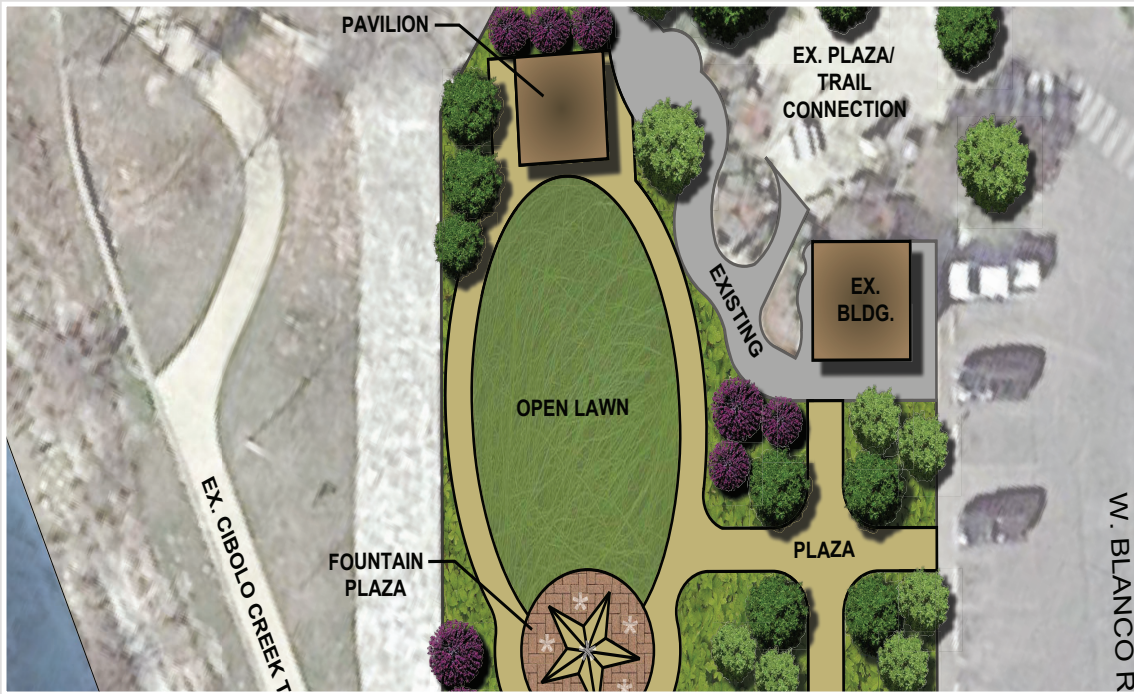
The City of Leander engaged Burditt Consultants to develop a Parks, Public Spaces, and Recreation Comprehensive Plan that seeks to address the demand for parks and recreation facilities as the City continues to experience rapid growth and development. The planning effort included public and stakeholder involvement with an online survey, public meetings, and ongoing collaboration with the Leander Parks Board. The plan also identifies opportunities to enhance public space for events, connectivity and overall quality of life. Included in the plan are conceptual designs for improvements along with statements of probable costs for capital improvements budgeting.

<b>Client:</b>	City of Leander
<b>Contact Person:</b>	Mark Tummons, Parks and Recreation Dir.
<b>Phone:</b>	512.528.2993
<b>Timeline:</b>	2018 - 2019
<b>Anticipated Budget:</b>	N/A



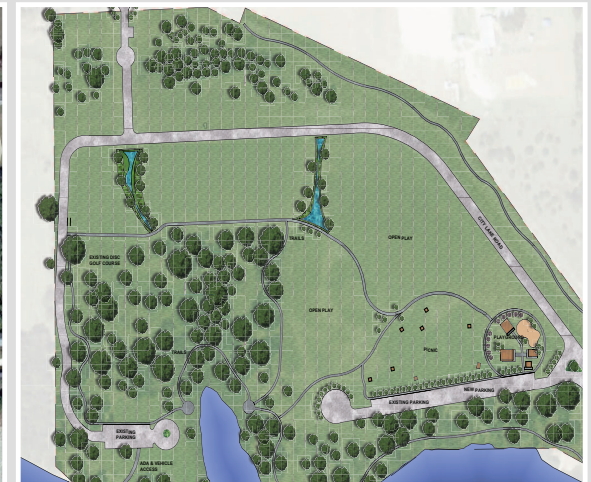
# Team, Experience & Qualifications

## PARKS MASTER PLAN - BOERNE, TEXAS



The City of Boerne provides a rich offering of parks, trails and open space for residents and visitors alike. Having completed a majority of projects from their 2012 Parks Master Plan, the City engaged Burditt Consultants to address current needs for parks and facilities given the rapid growth Boerne is experiencing. The ongoing planning effort has included engagement of stakeholders through meetings and online surveys to identify priorities for the next 5 years and beyond. The developing plan includes rendered concepts for new facilities and improvements to existing ones. Proposed improvement concepts are supported by statements of probable costs along with analysis of the fiscal impact and maintenance and operation costs for the long term, to allow for informed decision-making with budgeting of capital improvements, and staffing considerations in the future.

<b>Client:</b>	City of Boerne
<b>Contact Person:</b>	Danny Zinke, Parks & Rec. Dir.
<b>Phone:</b>	830.248.1506
<b>Timeline:</b>	2017
<b>Anticipated Budget:</b>	\$21-25 Million



# Team, Experience & Qualifications

## GENE AND LORETTA RUSSELL PARK - BAYTOWN, TEXAS



Gene and Loretta Russell Park represents Baytown’s newest planned outdoor public space. Through a generous gift for land acquisition, Gene and Loretta Russell worked closely with City staff to set the project vision and design intent. This multi-purpose and family oriented park will be situated on a 50+ acre parcel and expand upon Baytown’s other existing 45 community park facilities.

The master plan design responds to project goals with welcoming entries graced by tree line boulevards, separate phases for family recreation, active sports recreation, and community and recreation centers. The park is envisioned to be self-sustaining, supporting cultural diversity, and leading in innovation and sustainability.

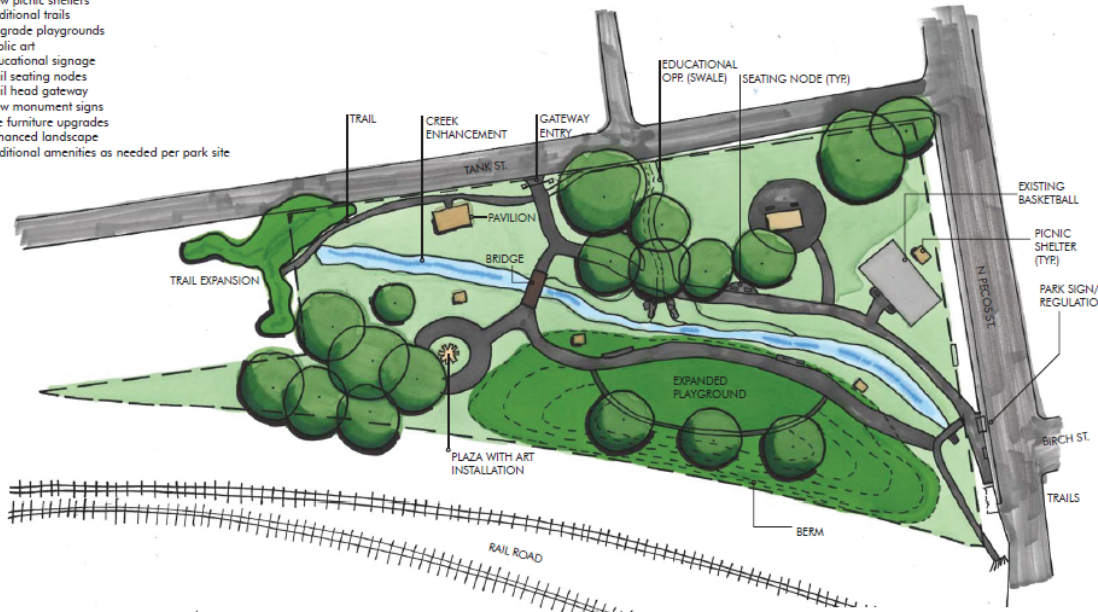
The project was the recipient of the **2018 Planning Excellence Award** awarded by the Texas Recreation and Parks Society, (TRAPS), Texas professional parks organization.

<b>Client:</b>	City of Baytown
<b>Contact Person:</b>	Scott Johnson, Parks and Recreation Dir.
<b>Phone:</b>	512.759.4050
<b>Timeline:</b>	2018-2020 (Pending Funding)
<b>Anticipated Budget:</b>	\$51 Million



### PARK & FACILITY UPGRADES:

- Restroom upgrades
- Pavilion upgrades
- New picnic shelters
- Additional trails
- Upgrade playgrounds
- Public art
- Educational signage
- Trail seating nodes
- Trail head gateway
- New monument signs
- Site furniture upgrades
- Enhanced landscape
- Additional amenities as needed per park site



Approximate Investment Per Household

In the Summer of 2017, The City engaged Burditt Consultants, LLC to develop an updated Master Plan that addresses current and future recreation needs as the City continues to grow and develop. The plan was developed through a process of public input, steering committee guidance, inventory of existing conditions and opportunities. The resulting document included conceptual designs and statements of probable costs for improvements and additions across the parks system to address the need for: General Park and Facility Upgrades, Aquatics Upgrades, Trails and Connectivity, and Event Space.

<b>Client:</b>	City of Lockhart, Texas
<b>Contact Person:</b>	Chris Sager, Parks Manager
<b>Phone:</b>	512.398.6452
<b>Timeline:</b>	2018
<b>Anticipated Budget:</b>	\$16-19 Million





## PAUL HOWARD

*Park & Recreation Planner, Needs& Facilities Assessment*

Paul Howard joined Burditt in 2002 serving as Project Manager for parks master plans and comprehensive planning. He also serves clients as GIS Analyst and cartographer. Paul has worked on a variety of projects in the communities such as San Antonio, Corpus Christi, Bellaire, Shenandoah, College Station, Fayetteville, AR, Jonesboro, AR, Conroe, Houston, and West University Place. He has contributed extensively in the writing of community tree and landscape ordinances,

technical specifications manuals, and tree preservation protocol. Paul has also conducted numerous seminars for institution, professional, and community organizations.

### Project Experience

Parks, Recreation & Trails Master Plan - Hutto, TX  
 Professional Planning Services for Parks, Public Spaces and Recreation and Comprehensive Plan - Leander Regional Park - Bryan, TX  
 Parks & Facilities Master Plan - Live Oak, TX  
 Parks and Recreation Master Plan Update - Rosenberg  
 Parks Master Plan - Lockhart, TX  
 Parks and Pathway Master Plan - Fulshear, TX  
 Master Plan, Hondo, TX  
 Parks Master Plan, Huntsville, TX  
 Master Parks Plan, Manvel, TX  
 Parks Master Plan - Boerne, TX

Parks, Recreation, and Open Space Master Plan - Pleasanton, TX  
 Parks, Recreation & Open Space Master Plan - Deer Park, TX  
 Public Space Master Plan - Oak Ridge North, TX  
 Conroe Parks Master Plan - Conroe, TX  
 Port of Sabine Pass 20 Year Master Plan - Sabine Pass  
 Public Space Master Plan - Oak Ridge North, TX  
 Parks and Wildlife Trail Grant - El Campo, TX  
 Hike and Bike Trail Improvements - Site Feasibility and Trail Master Plan - Deer Park, TX  
 Conceptual Plan for Community Sports Fields - Hutto



## DIANA L. WILSON, AICP, RLA, LEED AP, ASLA

*Director of Planning & Landscape Architecture*

With more than 30 years experience as a registered Landscape Architect and 5 as a Certified Planner, Diana Wilson is a dedicated proponent for sustainable development, resource protection, preservation and management. Diana has extensive experience in park planning, site design and planting design. She has executed all phases of development for projects from local and regional planning to large-scale capital projects involving budgets exceeding \$9 million. Her exposure to public agencies has varied widely from city and county planning agencies to public hearings and large federal agencies such as the National Archives and Records Administration (NARA).

### Project Experience

Parks, Recreation & Trails Master Plan - Hutto, TX  
 Professional Planning Services for Parks, Public Spaces and Recreation and Comprehensive Plan - Leander Regional Park - Bryan, TX  
 Parks & Facilities Master Plan - Live Oak, TX  
 Parks and Recreation Master Plan Update - Rosenberg  
 Parks Master Plan - Lockhart, TX  
 Parks and Pathway Master Plan - Fulshear, TX  
 Master Plan, Hondo, TX  
 Parks Master Plan, Huntsville, TX  
 Master Parks Plan, Manvel, TX  
 Parks Master Plan - Boerne, TX

Parks, Recreation, and Open Space Master Plan - Pleasanton, TX  
 Parks, Recreation & Open Space Master Plan - Deer Park, TX  
 Public Space Master Plan - Oak Ridge North, TX  
 Conroe Parks Master Plan - Conroe, TX  
 Port of Sabine Pass 20 Year Master Plan - Sabine Pass  
 Public Space Master Plan - Oak Ridge North, TX  
 Parks and Wildlife Trail Grant - El Campo, TX



## CLAUDIA T. WALKER, RLA, LI, ASLA, CPSI

*Sr. Landscape Architect / Licensed Irrigator / Graphic Designer*

Claudia's experience in Sports and Recreation design includes a variety of sports; including baseball, softball, soccer, football and skateboard facilities. She has led and designed dozens of prominent projects, including Feasibility Studies, Master Plans and Design Guidelines, Signage and Wayfinding. She is passionate about sustainable design and inclusive accessible spaces for all uses. Park Master Plans are a particular area of design interest as exemplified by her numerous park

plans. Her knowledge in site, irrigation design, native plants and informational graphic design allows her to creatively design with an educational approach to sustainability.

### Project Experience

Baytown Gene & Loretta Russell Park Master Plan  
 Port of Sabine Pass 20 Year Master Plan - Sabine Pass  
 Parks Master Plan, Huntsville, TX  
 Master Plan - Hondo, TX  
 Parks Master Plan, Manvel, TX  
 Parks, Recreation, and Open Space Master Plan, Pleasanton, TX  
 Parks Master Plan - Deer Park, TX  
 Navasota August Horst Park - Navasota, TX  
 Cleveland City Park - Cleveland, TX

Tomball Soccer Ranch - Tomball, TX  
 Northshore Park Renovations - Woodlands, TX  
 Rockwell Square Park - Woodlands, TX  
 Galveston 53rd Park - Galveston, TX  
 El Campo Little League Park - El Campo, TX  
 El Campo City Park - El Campo, TX  
 Magnolia Unity Park - Magnolia, TX  
 Mont Belvieu City Park - Mt. Belvieu, TX  
 Conroe Kasmiersky Park - Conroe, TX  
 Conceptual Plan for Community Sports Fields - Hutto



## DALE CLARKE, RLA

*Sr. Landscape Architect*

Dale is a Senior Landscape Architect with more than 37 years of experience in all aspects of landscape architecture. With proven team leadership skills he provides strong project management and construction administration. Dale has designed projects both nationally and abroad. Coming from a solid construction background, Dale understands the importance of great design upfront to help alleviate problems in the future. Dale has extensive experience in large-scale

master planning, parks, and environmental graphics. He is passionate about sustainable design and water management.

### Project Experience

Tri Sports Complex, Pershing Middle School, Houston  
 South Campus Sports Complex, Houston, TX  
 Sabercats Rugby Stadium Stryker Field, Houston, TX  
 Allen Place Industrial Complex, Allen, TX  
 McKinney National Business Park, McKinney, TX  
 Chester Business Park, Chester, England  
 Rokkoland Water Park, Kobe, Japan  
 Master Plan Update, Memorial Park, Houston, TX  
 Regis School, Master Plan & Playgrounds, Houston  
 Kingwood Entry @ I- 69, Kingwood, TX

Kings Crossing, Kingwood, TX  
 Kings Point, Kingwood, TX  
 Kingwood Town Center, Kingwood, TX  
 Kingwood Village Estates, Kingwood, TX  
 Pirates Beach, Galveston, TX  
 Pirates Beach West, Galveston, TX  
 Laffite's Cove, Galveston, TX  
 The Woodlands Mall, The Woodlands, TX  
 New Forest Subdivision, Houston, TX  
 Plantation Trails, Sugarland TX



**J. SHANE HOWARD, CIC, CRM**  
*Sr. Vice President – Strategy and Development*

Shane is an experienced project manager with a proven record in a variety of organizations from small entrepreneurial firms to political and non-profit entities to large corporate companies. He excels with practical application of multiple knowledge areas across industry segments and communities. Shane's primary expertise lies in public policy, operations, risk management, strategic planning, process innovation, and organizational financial management. He has

developed a widely respected brand as a problem solver focused on mediated consensus building grounded in data and policy.

### Project Experience

ROW Inventory I - Bellaire, TX  
 Hanson Riverside Park, Brazoria County, TX  
 City Master Plan Update – Boerne, TX  
 Parks Master Plan – Boerne, TX  
 Carl Barton Jr., Park – Conroe, TX  
 Kasmiersky Park, Conroe, TX  
 SH 105 Access and Beautification – Conroe, TX  
 5301 Avenue S. Park – Galveston, TX  
 Sandhill Crane Soccer Complex – Galveston, TX  
 Comprehensive Plan – Hondo, TX  
 Parks Master Plan – Huntsville, TX

Comprehensive Plan – Lufkin, TX  
 Parks Master Plan – Manvel, TX  
 Mexia Athletic Complex Master Plan – Mexia, TX  
 Comprehensive Plan – Navasota, TX  
 Navasota Athletic Complex – Navasota, TX



**ERIC GEPPELT, AIA**  
*Director of Architecture*

Eric Gepfelt is an advocate for strengthening relationships between people and natural/built environments, in particular, exploring and celebrating the “in-between” of landscape and constructed places. Eric’s responsibilities have included project leadership, programming, client representation, conceptual design, project scheduling, consultant management, project cost tracking, and quality control. Eric provides not only a distinct design focus, as a licensed and trained architect,

but a perspective that is grounded in the realities of construction, project costs and timeliness. His expertise in facility assessment and adaptive re-use will prove invaluable in this project.

### Project Experience

The Woodlands Row House Facility, The Woodlands  
 CK Ray Recreation Center, Conroe, TX  
 Tennis Center Complex, Beaumont, TX  
 Oscar Johnson Jr. Community Center, Conroe, TX  
 Bear Branch Park, The Woodlands, TX  
 Riverside Park, Pleasanton, TX  
 Baytown Recreation Center, Baytown, TX  
 Convention Center, Hearne, TX  
 Public Safety Building, Hearne, TX  
 Harris County ESD#20 Fire Station, Houston, TX

Pearland Feasibility Study Fire Admin – Pearland, TX  
 North Montgomery County Fire Station #94  
 Willowfork Firestation #2 - Katy, TX  
 Harris County ESD #41 Fire Station Study, Houston  
 Knox Building Feasibility Study – Conroe, TX  
 Fort Bend County ESD#2 Fire Station #2 – Katy, TX  
 Orange Central Fire Station – Orange, TX  
 Port Arthur Fire Station #4 – Port Arthur, TX  
 Sugar Land Fire Station #7 – Sugar Land, TX  
 Nueces County Courthouse – Corpus Christi, TX



**CHARLES BURDITT – PRESIDENT**  
*Principal-in-Charge*

Charles Burditt is responsible for all operations including planning, design studio, and land management. An active participant in all company projects, Mr. Burditt coordinates and leads public participation and client relations.

As an active member of Texas Parks and Recreation Society (TRAPS), Charles works closely with parks professionals throughout the state to research and identify best practices to be further developed and shared with Burditt clients and other professionals.

### Project Experience

Parks, Recreation & Trails Master Plan - Hutto, TX  
 Professional Planning Services for Parks, Public Spaces and Recreation and  
 Comprehensive Plan - Leander, TX  
 Regional Park - Bryan, TX  
 Parks & Facilities Master Plan - Live Oak, TX  
 Legacy Fields Baseball/Softball Complex – El Campo  
 Grace Neighborhood Soccer and Park – Navasota  
 Parks, Recreation and Open Space Master Plan - Lockhart, TX  
 Hutto Sports Complex - Hutto, TX

Parks, Recreation and Open Space Master Plan – Conroe, TX  
 Cleveland Sports Complex – Cleveland, TX  
 League Complex – Galveston, TX  
 City Master Plan Update – Boerne, TX  
 Parks Master Plan – Boerne, TX  
 Hanson Riverside Park, Brazoria County, TX  
 Candy Cane Park Master Plan – Conroe, TX  
 Carl Barton Jr., Park – Conroe, TX  
 Kasmiersky Park, Conroe, TX  
 Lone Star Monument Gateway Park, Conroe,



**JOHN ROSS**  
*Senior Resource Consultant, Certified Arborist, Certified Forester*

John Ross joined Burditt in 2003 following 13 years heading the Texas Forest Service offices in Conroe. During that time, John worked extensively in the urban forest arena with municipalities, developers and public service departments. He is recognized as a strong natural resource advocate and a highly regarded public speaker on ways to optimize natural resources as they contribute to the overall economic

and site value of the community.

### Project Experience

Regional Park - Bryan, TX  
 Hanson Riverside Park, Brazoria County, TX  
 Kasmiersky Park, Conroe, TX  
 5301 Avenue S. Park – Galveston, TX  
 Baytown Gene & Loretta Russell Park Master Plan  
 Twinwood Properties – resource planning on 19,000 acres in Brazoria and Waller county  
 Andrews Property – 500 acres in Walker county  
 The Woodlands Township – Aquatic assessment of all waterways and ponds.

The Woodlands Township - Forest management plan  
 Exxon-Mobil Campus – Ecological site analysis of multiple habitats in preparation for construction of new headquarters.

(TEPPCO) - Lead Wetland Consultant  
 City of Mont Belvieu – Wetland and Resource Analyst



# Business Information

**Burditt Land | Place** is an integrated planning and design firm that offers professional services in community planning, landscape architecture, architecture and natural resource management – all as they intersect with people, settlement and the natural world.

Our plans and designs enhance and restore a Sense of Place representing the true character of each community, responding to the needs of people while ensuring every design honors and fits the natural canvas offered us by the Land.

We use design to enrich people’s lives and to ensure that communities succeed. A lasting core value at Burditt is to deliver exceptional design ideas and client support through transparent and fully immersed collaboration. Creative and collaborative processes build upon team communication and enriched client relationships. Strategies and ideas build upon client trust in our integrated team approach. Trust develops confidence through the sharing of project and subject knowledge, and thorough visualization of solutions that resolve long-standing community challenges within the built environment; including social, economic, and environmental concerns.

We promise to respect the uniqueness of your families and history. Burditt Land | Place pledges that our dedicated professionals will work tirelessly in their quest to be in service to others. We pledge to help translate your vision of community into meaningful solutions that are truly authentic to your citizens and the place you call home.



Name: Burditt Consultants, LLC  
Telephone: 936.756.3041 Conroe  
979.977.5846 Bryan  
cburditt@burditt.com  
Email: www.burditt.com  
Web: Original Consultancy 1979  
Year Established: LLC in 2006



Burditt Land | Conroe - 310 Longmire Road



Burditt Land | Bryan - 105 N. Main St., Ste. 123

**Principal Owner:**  
Charles Burditt, President, APA, ULI, ACF

**Vice Presidents:**  
J. Shane Howard, Sr. Vice President; Strategy & Dev.  
Ronnie J. Bane, Vice-President & Director of Operations

**Director of Architecture:**  
Eric Geppelt, AIA

**Director of Planning:**  
Diana L. Wilson, AICP, RLA, LEED AP

**Project Managers:**  
Paul Howard, Parks & Recreation Planner  
Nathan Brandt, AIA, LEED AP, RID  
Claudia T. Walker, RLA, LI, ASLA, CPSI  
Dale Clarke, RLA, ASLA

- 🕒 ARCHITECTURE
- 🕒 LANDSCAPE ARCHITECTURE
- 🕒 PLANNING & URBAN DESIGN
- 🕒 PROJECT PROGRAMMING
- 🕒 SPORTS COMPLEX FEASIBILITY & DESIGN
- 🕒 PARKS & OPEN SPACE
- 🕒 URBAN FORESTRY & NATURAL SYSTEMS PLANNING
- 🕒 GIS/MAPPING

## SCOPE OF BASIC SERVICES

The *Parks Master Plan* represents a unique opportunity to study and integrate a diverse array of recreation facilities and programs with the goal of addressing current and future needs, renovations, expansions, and future construction efforts that address changing needs. The project requires the assessment and evaluation of all facilities with further analysis of input the City obtained from user organization leaders, activity groups, department staff (who operate and maintain facilities), as well as the City's elected officials. This information will form much of the basis from which to develop an ambitious, yet executable master plan with budgets, design intentions, and identified hierarchy of options to carry the citizens of Jersey Village through the next ten years and beyond.

The primary objective of the proposed *Parks Master Plan* is to develop a holistic approach that allows the City to address urgent needs as well as proactively plan for future needs. It will also allow for financing options to be explored relating to alternative funding means available to the City. The *Parks Master Plan* is a key prerequisite in successfully competing with other communities for Texas Parks and Wildlife grants, for example.

The planning process provides an opportunity to resolve long standing operational, functional, environmental and aesthetic issues that periodically confront cities, their elected officials, and staff. The planning process will become the backbone of understanding and commitment within the community towards the future indoor and outdoor facilities and programs offered to its residents.

Services provided will proceed according to the tasks outlined below and as identified in a Burditt work plan to be developed upon commencement of the project.

## TASK 1 – PROJECT INITIATION

### ACTIVITIES:

Establish project understanding and objectives with City's Project Manager and the Consultant Team:

1. Define objectives;
2. Confirm schedule;
3. Identify all team members (including City staff, officials, administration, boards, committees and stakeholders) and roles;
4. Identify decision makers, milestones and target deliverables;
5. Identify base information to be examined by team and arrange with staff to obtain;
6. Identify critical community information to identify relevant issues that affect the physical planning for the project (including identification of facilities and programs to be considered).

Additional tasks to be completed in Task 1:

1. Review the existing Parks, Recreation and Open Space Master Plan and other relevant plans to formulate understanding of prior planning and requirements and/or new data to be collected or created.
2. Review and analyze codes, Comprehensive Plan and zoning regulations, compile planning and design criteria critical to the development of the Master Plan;
3. Inventory existing City-owned park, recreation and open space facilities and properties and those of other entities public and private;
4. Provide general condition assessment of existing indoor and outdoor recreation facilities, including appearance, maintenance, and functional limitations.

### KEY DELIVERABLES:

- Project Kickoff Memo,
- Identification of Data Required to Develop Master Plan
- Opportunities and Constraints/Site or Facility Evaluation Commencement

## PREREQUISITES:

- Receipt of authorization by City.
- City shall identify a Project Manager to be Consultant's point of contact for all matters.
- City will provide copies of prior studies and documents relative to polices, regulations, standards, criteria, etc. as may be pertinent to the assigned work.

## TASK 2 – STAKEHOLDER INVOLVEMENT STRATEGIES

### ACTIVITIES:

Burditt will, in cooperation with City's Project Manager, develop a Stakeholder Involvement Plan to engage all Team and City identified audiences. The purpose of this task is the following:

1. To reaffirm the goals and objectives for public and City involvement and determine the means and methods by which they will be reached;
2. Prepare a Stakeholder Involvement Plan that establishes audiences, meeting dates and locations, and how the public will be notified or invited to participate;
3. Establish Workshop dates for City personnel and officials (and invitees) to gain consensus for vision direction, various departmental and elected official input;
4. Develop evaluation criteria that will become the basis for inclusion in the final document.

Additional tasks to be completed in Task 2:

1. Assist in identification of potential focus groups;
2. Provide assistance in the development of online survey;
3. Provide content and assistance for use in web oriented media;
4. Assist in preparation of content for public relations efforts;
5. Conduct information-gathering and specific input with County and School District staff;
6. Finalize goals statement and process for the project;
7. Interview decision-makers and the project Committee as appropriate.

## KEY DELIVERABLES:

- Develop the Stakeholder Involvement Plan
- Goals and Evaluation Criteria.

## PREREQUISITES:

- Availability of base information and participating City Committee or staff

## TASK 3 – WORKSHOPS AND PUBLIC INPUT MEETINGS

### ACTIVITIES:

Burditt will, based on the approved Stakeholder Involvement Plan (established in Task 2), facilitate planned workshops and a public meeting to identify Community Vision and also to seek City Administration, Staff, Elected Officials, Boards, and other City invited participants to offer input regarding a variety of departmental or citywide issues.

The Burditt team will conduct stakeholder meetings including: two (2) Public Workshops, and four (4) City Staff/Official Meetings to:

1. Assist the City in guiding government officials and staff in establishing consistent, effective and high quality community engagement;
2. Ensure meaningful, timely and sufficient City and Community participation in all phases of the plan update;
3. Allow the public and community interests to recommend projects and issues for government consideration;
4. Involve the public early in identification of issues and opportunities for city policies, programs, projects, design and concept development;
5. Build a framework for long-term, collaborative working relationships with community partners and stakeholders;
6. Create processes that respect a range of values and interests as well as offer historically excluded individuals and groups authentic inclusion in process, activities and policy making;
7. Create transparency of public decision-making processes ensuring citizen trust in accessible, open, and understandable receipt of information;
8. Promote accountability of both City leaders and staff by ensuring meaningful public involvement in the work of City government.

Additional tasks to be completed include:

1. Allow for departments to collaborate along with elected officials and provide opportunities for close tracking of the process and providing thoughtful and meaningful input into the final product.
2. Develop and conduct an online recreation survey to identify residents' preferences and needs for parks and recreation facilities and programs.

### KEY DELIVERABLES:

- Prepare graphic design for workshop/public meeting invitations (PDF format).
- Facilitate all Internal Workshops and Public Meetings;
- Conduct Online Survey and analyze results;
- Prepare Narrative Report of Public Meetings and Online Survey.

### PREREQUISITES:

- Availability of participating City Project Manager, and internal workshop participants

## TASK 4 – DEVELOP PRIORITIZATION OF NEEDS

### ACTIVITIES:

Burditt will, based on the Public Input Summary and Demand Analysis, develop the following:

1. Conduct prioritization process incorporating results from previous analysis of all phases;
2. Written narrative summarizing results documenting the process followed by project team, public and City participants;
3. Obtain approval of priorities from Staff, Council, and, if deemed appropriate, other identified Stakeholders.

### KEY DELIVERABLES:

- Prepare written narrative summarizing results and identification of Prioritized Needs for inclusion in Parks Master Plan.

### PREREQUISITES:

- Appropriate input from City Project Manager, Staff, Council, Boards, and internal workshop participants.

## TASK 5 – PRELIMINARY DRAFT DOCUMENT PREPARATION – TEN (10) YEAR ACTION PLAN

### ACTIVITIES:

Based on evaluation of City and Community input, departmental input, facility evaluation, prior Draft Plan review, and edited version with deletions of extraneous data, Burditt will begin revisions and create additional content of narrative, supporting graphics, and budgets. This will include supplements or edits to the plan to include the following:

1. Land Acquisition;
2. Programming changes or additions;
3. Improvements to facilities- renovations;
4. New facilities;
5. Research existing non-City owned properties that may be considered for acquisition and use by the City for future recreational purposes;
6. Opportunities for natural resource/wildlife habitat based recreation (trails, education, etc.);
7. Opportunities for historical based recreation;
8. Interlocal, joint participation use with other public agencies; Houston-Galveston Area Council of Governments, Texas Parks and Wildlife (TPWD), Texas Recreation and Parks Society (TRAPS);
9. Joint participation use with private recreation providers;
10. Recommend new ordinances or policies to facilitate master plan implementation (if applicable);
11. Consider and Document Existing Plans, Studies, Land Use;
12. Consider the City Workshop and Stakeholder Input;
13. Consider survey data as available (if conducted);
14. Provide written narrative summarizing master plan recommendations, using charts, graphs, tables, photos (sketches, renderings);
15. Seek / obtain input of staff, advisory boards, stakeholders, City Council @ 50% and 95% completion;
16. Develop Implementation Strategies;
17. Create Actionable Item Hierarchy with dated goals and accomplishments to be used by City for monitoring progress.

Additional tasks to be completed include:

1. Prepare Budget and Expenditure Plan with level of magnitude costs and recommendations for renovation and improvements to existing facilities;
2. Identify funding sources (public/private) and other agencies and recreation providers;
3. Projected expenditure forecast.

Applicable sections and/or components of the plan will be submitted to respective department staff for review and comment prior to compilation and submittal as a preliminary document for City review and edit.

Burditt will develop a draft version for review by City Project Manager and entire City Team.

#### KEY DELIVERABLES:

- Preliminary *Parks Master Plan*

#### PREREQUISITES:

- Review and approval of Preliminary *Parks Master Pan* sections by appropriate departmental staff or City Project Manager.

### **TASK 6 – CONCEPTUAL DESIGNS & PRELIMINARY STATEMENTS OF PROBABLE COSTS**

#### ACTIVITIES:

The planning process will result in the determination of various community recreation needs which may include the renovation or additions to existing parks or new construction of recreational facilities. Burditt will create conceptual drawings that respond to Plan recommendations for renovations, additions, or new construction. Each concept will include Opinions of Probable Costs (OPCs) to aid decision makers with capital improvements budgets and planning.

#### KEY DELIVERABLES:

- Early Conceptual Design of a variety of Park renovations or new construction
- Park Renderings
- Opinions of Probable Costs

#### PREREQUISITES:

- Review and approval of by appropriate departmental staff or City Project Manager.

### **TASK 7 – FINAL PARK MASTER PLAN DOCUMENT, COUNCIL ADOPTION AND APPROVAL**

#### ACTIVITIES:

Burditt will further refine the Preliminary Draft Document by incorporating comments, revisions and edits recommended by the City.

1. Create 10 year Action Plan/Expenditure Plan;
2. Finalize written narrative and supporting documentation to reflect revisions;
3. Plan shall, as feasible under the basic scope described be formatted to accommodate submittal for Awards as may be available from Texas Recreation and Parks Society (TRAPS), American Planning Association (APA), National Parks and Recreation Association ( NRPA).

#### Additional tasks related to Adoption and Approval

1. The Final Master Plan Document will be created in electronic format and will be provided when adopted by City Council or prior to adoption if previously authorized by City's Project Manager;
2. Burditt Team will attend Council Meeting and/or Workshop in preparation for adoption;
3. Model document for compliance with TPWD regarding all grant eligibility (indoor/outdoor/trails).

#### KEY DELIVERABLES:

- Final *Parks Master Plan* (also suitable for Web Publishing)
- Electronic Copies of the Final Parks Master Plan Document (printing costs for final plans will be invoiced at cost plus 10%). The quantity of print copies will be at the direction of the City Project Manager.

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020 **AGENDA ITEM:** G04

**AGENDA SUBJECT:** Consider Ordinance No. 2020-02, adopting a fourteen-day work period for full time law enforcement personnel; providing for a maximum work hour standard of 86 hours in a fourteen-day work period for such employees; providing a savings clause; and providing an effective date.

**Dept./Prepared By:** Kirk Riggs, Interim Police Chief **Date Submitted:** January 13, 2020

**EXHIBITS:** [Ordinance 2020-02](#)

**BUDGETARY IMPACT:** Required Expenditure: \$  
Amount Budgeted: \$  
Appropriation Required: \$

**CITY MANAGER APPROVAL:** AB

**BACKGROUND INFORMATION:**

Work schedules based on 12-hour shifts have been popular in the law enforcement community for several years now, and for several positive reasons. Officers expressed wanting to go to a 12-hour schedule to supervisory staff and me when I arrived in November. Officer feedback for this change was important in our consideration for the change. In both personal interviews and survey results, a solid majority, over 80%, of the officers preferred the 12-hour shifts.

The plan is based on a 14-day work schedule. There are four teams of officers, two teams on day shift and two teams on night shift. When one team is on duty, the other team is off.

An example of one team's 14-day schedule is to work Wednesday and Thursday, off Friday, Saturday and Sunday, work Monday and Tuesday, off Wednesday and Thursday and work Friday, Saturday and Sunday, where it repeats in this ongoing cycle.

Officers are not scheduled for any more than three days in a row before having days off, which occurs only once in the two-week period. Most workdays are no more than two consecutive days before having days off. All officers have every other weekend off, a unique incentive for newer officers.

Benefits of implementing 12-hour shifts:

- **Officer Safety:** With more officers on patrol shift, the ability for officers to back each other up on high or unknown risks calls is more likely.
- **Recruiting and Retaining Officers:** The 12-hour schedule will attract officers from other agencies who are on 8-hour shifts. JVPD will be one of the few departments in the Houston area offering 12-hour shifts.
- **Community Safety:** The benefits to the community range from increased response time for calls for service to higher visibility and the ability to be more proactive.

Officers have been discouraged by not being allowed time off and mandatory overtime due to minimum coverages under the 8-hour shifts. 12-hour shifts allow more officers to utilize earned vacation or compensation time with less chance of staff shortages on the shifts when someone calls in sick or is on vacation.

Officers can maximize their time off with the 12-hour schedule. For example, officers would need to use only 24 hours (the equivalent of three-8-hour days) of vacation and can receive seven days off in the schedule due to coinciding with days off.

Because each team member has the same days off and regularly works together with the same supervisors on 12-hour shifts there is the potential for better teamwork and the consistent measuring of performance by supervisors, comparedC to 8-hour shift dynamics.

In an effort to reduce fatigue there will be enough flexibility with staffing that we will adopted an abbreviated workday, where an officer will work an 8 hours shift before or after their weekend off.

In order to move to 12 hour shifts the personnel policy needs to be amended to allow for this. We are proposing to add the following language to our personnel policy as it relates to Overtime pay:

**The City has established a work period in compliance with the limited exemption provided in Section 207(k) of the Fair Labor Standards Act. For non-exempt law enforcement personnel, the work period shall be a 14-day period. Law Enforcement Personnel will receive overtime when working more than eighty-six (86) hours in a two-week period.**

If Council approves this change, we anticipate moving to a 12-hour shift in February.

**RECOMMENDED ACTION:**

**MOTION:** To approve Ordinance No. 2020-02, adopting a fourteen-day work period for full time law enforcement personnel; providing for a maximum work hour standard of 86 hours in a fourteen-day work period for such employees; providing a savings clause; and providing an effective date.

**ORDINANCE NO. 2020-02**

**AN ORDINANCE ADOPTING A FOURTEEN-DAY WORK PERIOD FOR FULL TIME LAW ENFORCEMENT PERSONNEL; PROVIDING FOR A MAXIMUM WORK HOUR STANDARD OF 86 HOURS IN A FOURTEEN-DAY WORK PERIOD FOR SUCH EMPLOYEES; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City wishes to establish a fourteen-day work period for full-time law enforcement personnel pursuant to the Federal Fair Labor Standards Act; now therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**Section 1.** That all of the recitals and preambles hereinabove stated are found to be true and correct and incorporated herein and made a part of this ordinance.

**Section 2.** That the following City Personnel Policy amendments are made to confirm to this change in the work period for full-time law enforcement personnel.

**Section 3.** That the City Council finds that provision “a. Regular Employees:” under “Section 3 – Overtime Pay” (p. 12) should be revised as follows the language shown below in struckthrough (deleted) and by adding thereto the language shown below as underscored and boldfaced (**added**), with the new:

“a. Regular Employees: Overtime, when ordered, shall be allocated as evenly as possible among all employees qualified to do the work. Employees will work overtime only at the discretion of their supervisor or Department Director. Overtime pay shall be paid only when an employee actually works more than forty hours in one (1) workweek. **The City has established a work period in compliance with the limited exemption provided in Section 207(k) of the Fair Labor Standards Act. For non-exempt law enforcement personnel, the work period shall be a 14-day period. Law Enforcement Personnel will receive overtime when working more than eighty-six (86) hours in a two week period.** Shift Fire Fighters will receive overtime when working more than one hundred and six (106) hours in a two-week period. Overtime shall be compensated by pay at one and one-half (1.5) times the employee’s regular hourly pay rate.”

**Section 4.** That all other policies and ordinances of the City that are in conflict with the changes made herein are amended to the extent necessary to comply with the provision for this full-time work period.



**Section 5.** Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application thereof ineffective or inapplicable as to any territory, such unconstitutionality, illegality, invalidity, or ineffectiveness of such sections or part shall in no wise affect, impair, or invalidate the remaining portion of portions thereof, but as to such remaining portions or portions, the same shall be and remain in full force and effect.

**Section 6.** This Ordinance is effective on **February 17, 2020.**

**PASSED AND APPROVED** this 20<sup>th</sup> day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** G05

**AGENDA SUBJECT:** Consider Resolution No. 2020-08, authorizing the City Manager to enter into an agreement with Collaborate Special Projects LLC for the construction of a new City Hall.

**Department/Prepared By:** Austin Bleess, City Manager **Date Submitted:** January 14, 2020

**EXHIBITS:** [Resolution No. 2020-08](#)  
[Exhibit A](#) - Project Management Services Agreement

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:** AB

**BACKGROUND INFORMATION:**

For the current Fiscal Year the City has budgeted \$8 million for a new City Hall to be built in Village Center. The designs of that project are nearing completion.

As Village Center is being developed by Collaborate Special Projects, LLC it is recommended to allow Collaborate to act as the Developer for the City Hall project as well to ensure it meets the designs of the area as a whole.

As part of this agreement Collaborate will facilitate the people and companies including architects, city planners, engineers, surveyors, inspectors, contractors and others as needed to engage in those activities required to develop and construct City Hall.

The project schedule and guaranteed maximum price will be finalized after the contractor completes their bid process. The Guaranteed Maximum Price is subject to city approval before the project moves forward.

**RECOMMENDED ACTION:**

To approve Resolution 2020-08, authorizing the City Manager to enter into an agreement with Collaborate Special Projects LLC for the construction of a new City Hall.

**RECOMMENDED MOTION:**

To approve Resolution No. 2020-08, authorizing the City Manager to enter into an agreement with Collaborate Special Projects LLC for the construction of a new City Hall.

**RESOLUTION NO. 2020-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH COLLABORATE SPECIAL PROJECTS LLC FOR THE CONSTRUCTION OF A NEW CITY HALL.**

**WHEREAS**, in April 2019 the City Council authorized Collaborate Architects LLC to begin the process of designing a new City Hall building to be located in Village Center; and

**WHEREAS**, as part of the Fiscal Year 2020 Budget the City Council allocated funds in the amount of \$8,000,000 for the construction of a new City Hall; and,

**WHEREAS**, the City Council finds it beneficial for Collaborate Special Projects to facilitate the people and companies including architects, city planners, engineers, surveyors, inspectors, contractors and others as needed to engage in those activities required to develop and construct City Hall; and,

**WHEREAS**, the City Council finds the construction of a new City Hall in Village Center provides cost savings and cohesion for the project;

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

**Section 1.** The City Manager is authorized to execute an agreement on behalf of the City of Jersey Village with Collaborate Special Projects LLC for construction services for a new Jersey Village City Hall to be located in the Village Center development in substantially to the form as attached Exhibit A.

**PASSED AND APPROVED** this 20th day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary



# **Exhibit A**

## **Project Management Services Agreement**

## PROJECT MANAGEMENT SERVICES AGREEMENT

**THIS PROJECT MANAGEMENT SERVICES AGREEMENT** (this “Agreement”) is made by and between Collaborate Special Projects, LLC, a State of Texas limited liability company (the “Developer”), and the City of Jersey Village, a State of Texas home rule municipal corporation (the “Owner”) (each being a “Party” and together the “Parties”), with the Parties acting by and through their respective officers or elected officials, and with this Agreement made effective as of \_\_\_\_\_, 2020 (the “Effective Date”).

### RECITALS

**WHEREAS**, the Owner desires to engage the services of a project manager to oversee and direct all aspects of the construction of a city hall and related facilities and infrastructure (the “Project”); and

**WHEREAS**, the Developer desires to provide its project management services for the City in any way related to the Project; and

**NOW THEREFORE**, in consideration of the above Recitals, which are hereby incorporated into this Agreement, and in consideration of the mutual promises made herein, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

### AGREEMENT

#### **ARTICLE 1. GENERAL INFORMATION**

**1.1** The Parties hereby acknowledge the following information (the “General Information”):

**1.1.1** The Owner has contracted with Collaborate Architects, LLC (the “Architect”) as the architect of record for the purposes of creating executable construction documentation for the Project. The Architect has subsequently retained subconsultants to complete such executable construction documentation.

**1.1.2** On behalf of the Owner, the Developer will facilitate the people and companies including architects, city planners, engineers, surveyors, inspectors, contractors and others as needed to engage in those activities required to develop the Project.

**1.1.3** To facilitate the construction of the Project, the Developer will enter into an agreement with Brookstone Construction of Houston, Texas (the “Contractor”), through the construction manager at risk delivery method. The Developer will require from the Contractor a Guaranteed Maximum Price proposal for construction management services, which will be subject to approval by the Owner. The Contractor will solicit competitive bids from qualified subcontractors for the construction of the Project.

**1.1.4** The Developer may engage additional service providers related to the Project. Such additional service providers may coordinate the efforts and interactions of the Owner, the Developer, the Contractor, and others as required to oversee the Project activities, coordinate between the Parties, assist with Project related issues, progress reporting to the Owner, and other Project related responsibilities.

**1.2** This Agreement will commence on the Effective Date and will remain in effect through December 31, 2020 (the “Term”). Unless terminated or cancelled prior to the expiration of Term, the Term may be extended in writing by the Parties for four (4) additional twelve (12) month periods.

**1.3** The Owner’s anticipated Project delivery schedule will be attached to this Agreement as “Exhibit A” once the Developer receives the finalized Project schedule from the Contractor (the “Schedule”), with the following dates being relevant to the Developer’s performance under this Agreement:

- Commencement of the Agreement:**
- Substantial Completion Date:**
- Final Completion Date:**
- Other Milestone Dates:**

**1.4** The Owner and the Developer may rely on the General Information. The Parties recognize that the General Information may materially change and may require that the Parties adjust the Schedule, the Developer’s services, or the Developer’s compensation through a written amendment to this Agreement approved by the Parties.

**ARTICLE 2. DEVELOPER’S RESPONSIBILITIES**

**2.1** The Developer shall provide the following professional services (the “Services”) throughout the Term, with a detailed description of the Services to be attached to this Agreement as “Exhibit B” once the Developer receives a Project Schedule from the Contractor:

**2.1.1** Serve as Owner’s representative for the Project during construction through the Final Completion Date.

**2.1.2** Communicate with the Owner, the Architect, engineers, other consultants, and the Contractor on behalf of the Owner for the purposes of facilitating the construction and turnover of the Project to the Owner after the Final Completion Date.

**2.1.3** Provide reviews of construction implementation plans and monitor the Contractor’s progress relative to the approved plan for the Project.

**2.1.4** Facilitate and record weekly Owner and other Project meetings as needed or requested.

**2.1.5** Provide regular Project site visits dictated by the Contractor’s schedule for the purposes of Project management coordination, construction observation, and associated reporting.

**2.1.6** Provide review of the Contractor’s material submittals relative to Project specifications

**2.1.7** Review, advise, and monitor the Contractor’s construction schedule, budget, and adherence with Project plans and specifications.

**2.1.8** Prepare and submit monthly Project progress reports for the Owner and present such Project progress report when requested by the Owner.

**2.1.9** Review, for the Owner’s final approval, the Contractor’s payment requests to confirm the Contractor’s Project progress relative to the amount invoiced.

**2.1.10** Assist with identification, evaluation, and documentation of Project scope changes and Contractor requests for clarification or change orders.

**2.1.11** Monitor Contractor’s development of as-built drawings.

**2.1.12** Coordinate Project close-out documentation for Substantial Completion, punch list, and final acceptance of the Project by the Owner.

**2.1.13** Provide other Project related services as requested by the Owner.

**2.1.14** Coordinate the Project related efforts of other specialty consultants or contractors at the request of Owner.

**2.2** The Developer shall perform the Services consistent with the professional skill and care ordinarily provided by professionals in the same discipline practicing in the same or similar locality under the same or similar circumstances. The Developer shall expeditiously perform the Services as is consistent with such professional skill, care, and orderly progress of the Project.

**2.3** The Developer identifies the following representatives who are authorized to act on behalf of the Developer with respect to the Project:

**Saul Valentin, Principal**  
Collaborate Special Projects, LLC  
3202 Canal Street, Suite 36  
Houston, TX 77003  
[svalentin@collaborate-llc.com](mailto:svalentin@collaborate-llc.com)  
(281) 948-7889 (mobile)

**David Kaczynski, Principal**  
Collaborate PM, LLC  
3202 Canal Street, Suite 36  
Houston, TX 77003  
[dkaczynski@collaborate-llc.com](mailto:dkaczynski@collaborate-llc.com)  
(713) 416-2469 (mobile)

Other representatives may be designated as needed by the Developer for tasks associated with the Project.

**2.4** If required in the jurisdiction where the Project is located, the Developer shall be licensed to perform the services described in this Agreement or shall cause such services to be performed by appropriately licensed professionals.

**2.5** The Developer shall coordinate the Services with the services provided by the Owner and the Owner’s agents, staff, consultants, contractors, or others (the “Owner’s Agents”). The Developer may communicate with the Owner’s Agents for the purposes of performing the Services. The Developer shall keep the Owner reasonably informed of any such communications with the Owner’s Agents. The Developer shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner’s Agents. The Developer shall provide prompt written notice to the Owner if the Developer becomes aware of any error, omission, or inconsistency in such services or information.

**2.6** The Developer shall keep the Owner reasonably informed of the Developer's progress of performance of the Services.

**2.7** **Insurance.** The Developer shall maintain the following insurance throughout the Term:

**2.7.1** Commercial General Liability with policy limits of not less than one million dollars (\$1,000,000) for each occurrence and two million dollars (\$2,000,000) in the aggregate for bodily injury and property damage.

**2.7.2** Automobile Liability covering vehicles owned by the Developer and non-owned vehicles used by the Developer with policy limits of not less than one million dollars (\$1,000,000) combined single limit for bodily injury and property damage along with any other statutorily required automobile coverage.

**2.7.3** The Developer may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess liability insurance, provided such primary and excess insurance policies result in the same or greater coverage as those required under Sections 2.7.1 and 2.7.2.

**2.7.4** Workers' Compensation at statutory limits and Employers' Liability with a policy meeting the statutory limit as defined by the State of Texas.

**2.7.5** Professional Liability, if applicable covering the negligent acts, errors and omissions in the performance of professional services with policy limits of not less than one million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) in the aggregate.

**2.7.6** The Owner shall be named as additional insured on the Developer's primary and excess insurance policies for Commercial General Liability and Automobile Liability. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies. The additional insured coverage shall apply to both ongoing operations and completed operations.

**2.7.7** The Developer shall provide to the Owner certificates of insurance evidencing compliance with the requirements in this Section 2.7. The certificates will show the Owner as an additional insured on the Commercial General Liability, Automobile Liability, and any excess policies.

**2.8** **Time.** The Developer shall provide the Services within the time limits established in the Schedule and within the Deliverable(s) Time Limit(s) (the "Time Limits") set forth below. The Developer shall immediately inform the Owner of any circumstances which may cause a delay to the Schedule or the Time Limits.

**2.8.1** **The Schedule:** As soon as practicable after the Effective Date, the Developer shall submit, for the Owner's approval, the Schedule for the performance of the Services, a copy of which will be attached to this Agreement as "Exhibit A". If relevant to the Services, the Schedule shall include anticipated dates for commencement of construction and for Substantial Completion of the Work as set forth in the General Information. The Schedule shall include allowances for periods of time required for the Owner's review, for the



performance of the Owner’s responsibilities, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the Schedule shall not, except for reasonable cause, be exceeded by the Developer or the Owner.

**2.8.2** Deliverable(s) With Time Limit: The Developer shall provide the following deliverable(s) within the time limit(s) set forth below. Unless otherwise indicated below, the time shall be calculated based on calendar days from the date of this Agreement.

<b>Deliverable</b>	<b>Deliverable Timeframe/Date</b>
Insurance Certificates	Within 30 days of the Effective Date
Guaranteed Maximum Price (Attached as “Exhibit C”)	March 20, 2020

**ARTICLE 3. ADDITIONAL SERVICES**

**3.1** Additional services may be provided by the Developer under this Agreement without invalidating the Agreement (the “Additional Services”).

**3.2** The Developer shall promptly notify the Owner upon recognizing the need to perform Additional Services. The Developer, however, shall not proceed to provide such Additional Services until the Developer receives the Owner’s written authorization. Except for the fault of the Developer, any Additional Services provided in accordance with this Section shall entitle the Developer to compensation pursuant to this Agreement.

**ARTICLE 4. OWNER'S RESPONSIBILITIES**

**4.1** Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project. Within fifteen (15) days after receipt of a written request from the Developer, the Owner shall furnish the requested information as necessary and relevant for the Developer to evaluate, give notice of, or enforce lien rights.

**4.2** The Owner identifies the following representative who is authorized to act on the Owner’s behalf with respect to the Project, but other individuals may be designated by the Owner for tasks associated with the Project as needed:

**Austin Bleess, City Manager**  
**16501 Jersey Drive**  
**Jersey Village, Texas 77040-1999**  
**Office: 713-466-2109**

**4.3** The Owner shall render decisions and approve the Developer’s inquiries, requests for information, direction, and submittals, if any, in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Services.

**4.4** The Owner shall coordinate the services of the Owner’s Agents the Developer’s provision of the Services. The Owner shall provide the Developer with a list of other staff and consultants on the Project whose services relate to the Services. The Owner shall also, upon written request, furnish the Developer with copies of the scope of services in contracts between

the Owner and other Project consultants. The Owner shall require that other Project consultants maintain professional liability insurance as appropriate to the Project.

**4.5** The Owner may furnish, or authorize the Developer to furnish, the services of consultants other than those designated in this Agreement when the Developer requests such services and demonstrates that they are reasonably required for the performance of the Services.

**4.6** The Owner shall provide prompt written notice to the Developer if the Owner becomes aware of any fault or defect in the Project, including errors, omissions, or inconsistencies in the Services.

**ARTICLE 5. CLAIMS AND VENUE**

**5.1** Each Party reserves the right to exercise any right or remedy available to it by law, contract, equity, or otherwise, including without limitation, the right to seek any and all forms of relief in a court of competent jurisdiction. Further, neither Party shall be subject to any arbitration process prior to exercising its unrestricted right to seek judicial remedy. The remedies set forth herein are cumulative and not exclusive, and may be exercised concurrently. To the extent of any conflict between this provision and another provision in, or related to, this Agreement, the former shall control.

**5.2** This Agreement is subject to all present and future valid laws, orders, rules, ordinances, and regulations of the United States of America, the State of Texas, the Parties, and any other regulatory body having jurisdiction over the activity contemplated herein. This Agreement shall be construed and governed according to the laws of the State of Texas. The sole and exclusive venue for any action, controversy, dispute, or claim arising under this Agreement shall be in a court of appropriate jurisdiction in Harris County, Texas.

**5.3** Nothing in this Agreement is construed as creating any personal liability on the part of any employee, officer, or agent of any public body that may be a party to this Agreement.

**5.4** This Agreement is entered solely by and between, and may be enforced only by and among, the Parties. Except as set forth above, this Agreement shall not be deemed to create any rights in or obligations to any third parties. This Agreement is not intended, and shall not be construed, to create any joint enterprise between or among the Parties.

**ARTICLE 6. TERMINATION OR SUSPENSION**

**6.1** If the Owner fails to make payments to the Developer in accordance with this Agreement, then such failure shall be considered substantial nonperformance and cause for termination or, at the Developer's option, cause for suspension of performance of services under this Agreement. If the Developer elects to suspend the Services, then the Developer shall give seven (7) days' written notice to the Owner before such suspension. In the event of a suspension of Services, the Developer shall have no liability to the Owner for delay or damage caused the Owner because of such suspension. Before resuming the performance of the Services, the Developer shall be paid all sums due prior to the suspension and any expenses incurred in the interruption and resumption of the Services. The Developer's fees for the remaining Services, the Schedules, and the Time Limits shall be equitably adjusted.

6.2 If the Owner suspends the Project or the Services, then the Developer shall be compensated for all Services performed prior to notice of such suspension. When the Project or the Services are resumed, the Developer shall be compensated for expenses incurred in the interruption and resumption of the Services. The Developer’s fees for the remaining Services, the Schedules, and the Time Limits shall be equitably adjusted.

6.3 If the Owner suspends the Project or the Services for more than ninety (90) cumulative days for reasons other than the fault of the Developer, then the Developer may terminate this Agreement by giving not less than seven (7) days’ written notice to the Owner.

6.4 Either Party may terminate this Agreement upon not less than seven (7) days’ written notice should the other Party fail substantially to perform in accordance with the terms of this Agreement through no fault of the Party initiating the termination.

6.5 The Owner may terminate this Agreement upon not less than seven (7) days’ written notice to the Developer for the Owner’s convenience and without cause.

6.6 In the event of termination not the fault of the Developer, then the Developer shall be compensated for the Services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses, as defined in Section 7.7.

6.7 Termination Expenses are in addition to compensation for the Services and include expenses directly attributable to termination for which the Developer is not otherwise compensated, plus an amount for the Developer’s anticipated profit on the value of the Services not performed by the Developer.

6.8 The Parties understand and acknowledge that the funding of this Agreement is contained in each Party’s annual budget and is subject to the approval of each Party in each fiscal year. The Parties further agree that should the governing body of the Owner fail to approve a budget which includes sufficient funds for the continuance of this Agreement, or should the governing body of any of the Parties fail to certify funds for any reason, then and upon the occurrence of such event, this Agreement shall terminate as to that Party and the Party shall then have no further obligation to the other Party. When the funds budgeted or certified during any fiscal year by a Party to discharge its obligations under this Agreement are expended, the other Party’s sole and exclusive remedy shall be to terminate this Agreement.

**ARTICLE 7. COMPENSATION**

7.1 The Owner shall compensate the Developer for the Services as follows:

<u>SERVICE PROVIDER</u>	<u>BASIS OF COMPENSATION</u>
Developer/Contractor	Cost plus Fee in accordance with Agreement
Project Manager	Hourly labor rates plus reimbursable expenses
Consultants	Hourly labor rates plus reimbursable expenses

7.2 The Owner shall compensate the Developer for additional services that may arise during the Project as follows:

<u>SERVICE PROVIDER</u>	<u>BASIS OF COMPENSATION</u>
Consultants	Hourly labor rates plus reimbursable expenses
Surveyor	Hourly labor rates, service fees, plus reimbursable expenses
Construction Testing	Scheduled rate for tests, hourly rates, plus reimbursable expenses
Commissioning Agent	Hourly labor rates plus reimbursable expenses

7.3 The hourly billing rates for services of the Developer and the Developer’s subconsultants, if any, are set forth below. The rates may be adjusted in accordance with the Developer’s and Developer’s subconsultants’ normal review practices.

Staff Position	Hourly Rate
Principal	\$125
Senior Project Manager	\$100
Project Manager	\$85
Senior Architect	\$125
Architect	\$75
CAD Designer	\$50
Administrator/Accounting	\$50

7.4 Unless otherwise agreed in writing by the Parties, payments for the Services shall be made monthly in proportion to the Services performed. Service payments are due and payable upon presentation of the Developer’s invoice. Amounts unpaid forty-five (45) days after the invoice date shall bear interest of one and one-half percent (1.5%) per month.

7.5 The Owner shall not withhold an amount from the Developer’s compensation to impose a penalty or liquidated damages on the Developer, or to offset sums requested by or paid to contractors for the cost of changes in the Services unless the Developer agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

**7.6 Reimbursable Expenses**

7.6.1 The following reimbursable expenses (the “Reimbursable Expenses”) are in addition to compensation for the Services and include expenses incurred by the Developer directly related to the Project, as follows, if applicable:

- Transportation and authorized out of town travel and subsistence;
- Fees paid for securing approval of authorities having jurisdiction over the Project;
- Printing, reproductions, plots, standard form documents;
- Postage, handling, and delivery;
- All taxes levied on professional services and on reimbursable expenses; and
- Other similar Project-related expenditures, if authorized in advance by the Owner.

7.6.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Developer plus an administrative fee of percent (10%) of the expenses incurred.

7.6.3 Records of Reimbursable Expenses and the Services performed on the basis of hourly rates shall be made available to the Owner by the Developer at reasonable times.

**ARTICLE 8. MISCELLANEOUS PROVISIONS**

**8.1** The Parties bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Developer shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner’s rights and obligations under this Agreement.

**8.2** If the Owner requests the Developer to execute certificates, the proposed language of such certificates shall be submitted to the Developer for review at least fourteen (14) days prior to the requested dates of execution. If the Owner requests the Developer to execute consents reasonably required to facilitate assignment to a lender, the Developer shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Developer for review at least fourteen (14) days prior to execution. The Developer shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

**8.3** Unless otherwise required in this Agreement, the Developer shall have no responsibility for the discovery, presence, handling, removal, disposal of, or exposure of persons to hazardous materials or toxic substances in any form at the Project site.

**8.4** Confidential Information is information containing confidential or business proprietary information that is clearly marked as "confidential" ( “Confidential Information”). If the Owner or the Developer transmits Confidential Information, the transmission of such Confidential Information constitutes a warranty to the Party receiving such Confidential Information that the transmitting Party is authorized to transmit the Confidential Information. If a Party receives Confidential Information, then the receiving Party shall keep the Confidential Information strictly confidential and shall not disclose it to any other person or entity except as set forth herein.

**8.4.1** A Party receiving Confidential Information may disclose the Confidential Information as required by law or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity. A Party receiving Confidential Information may also disclose the Confidential Information to its employees, developers, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, developers, and contractors are subject to the restrictions on the disclosure and use of Confidential Information as set forth in this Agreement.

**8.4.2** Notwithstanding anything to the contrary in this Agreement, this Agreement is public information. If any provision of this Agreement is in conflict with the Texas Public Information Act, then that provision shall be of no force and effect.

**ARTICLE 9. SPECIAL TERMS AND CONDITIONS**

Special terms and conditions related to this Agreement are attached hereto as “Exhibit D”.

**ARTICLE 10. INDEMNIFICATION**

**TO THE FULLEST EXTENT PERMITTED BY LAW, EACH PARTY RELEASES AND AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE OTHER PARTY, ITS AGENTS, EMPLOYEES, OFFICERS, ADMINISTRATORS, SUCCESSORS, AND ASSIGNS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, COSTS, EXPENSES, AND LIABILITY, INCLUDING BUT NOT LIMITED TO REASONABLE ATTORNEY’S FEES WHETHER ARISING BEFORE, DURING, OR AFTER COMPLETION OF THE DEVELOPER’S SERVICES, CAUSED BY OR ARISING OUT OF THE ACTS OR OMISSIONS OF THE RELEASING PARTY.**

**ARTICLE 11. SCOPE OF THE AGREEMENT**

**11.1** This Agreement represents the entire and integrated agreement between the Owner and the Developer and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Developer.

**11.2** This Agreement includes and incorporates herein the Recitals and the Exhibits attached hereto, including:

- EXHIBIT A: PROJECT SCHEDULE**
- EXHIBIT B: SCOPE OF SERVICES**
- EXHIBIT C: GUARANTEED MAXIMUM PRICE**
- EXHIBIT D: SPECIAL CONDITIONS**

**SIGNATURES**

**This Agreement is entered into by the Parties according to the provisions contained herein.**

**FOR THE OWNER:**

**FOR THE COMPANY:**

\_\_\_\_\_  
**AUSTIN BLEESS, CITY MANAGER**

\_\_\_\_\_  
**Name (Signature)**

**ATTEST:**

\_\_\_\_\_  
**Name (Printed)**

\_\_\_\_\_  
**Lorri Coody, City Secretary**

\_\_\_\_\_  
**Title**

**EXHIBIT A: PROJECT SCHEDULE**

**EXHIBIT B: SCOPE OF SERVICES**



**EXHIBIT C: GUARANTEED MAXIMUM PRICE**

**EXHIBIT D: SPECIAL CONDITIONS**

**CITY COUNCIL - CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020

**AGENDA ITEM:** G06

**AGENDA SUBJECT:** Discuss and take appropriate action concerning the appointment process for the Comprehensive Plan Update Committee (CPUC).

**Prepared By:** L. Coody for Council Member Bobby Warren      **Submit Date:** January 6, 2020

**BACKGROUND INFORMATION:**

Section 14-23 of the City’s Code of Ordinances calls for the appointment of a Comprehensive Plan Update Committee (CPUC) every four years, beginning in July 2020.

To comply with this provision, Council must appoint a Comprehensive Plan Update Committee. The Committee shall:

1. Inquire into the progress and implementation of the Comprehensive Plan;
2. Evaluate any changes in conditions that form the basis of the Comprehensive Plan;
3. Evaluate community support for the Comprehensive Plan’s goals, strategies, and actions; and
4. Recommend changes to the Comprehensive Plan to the Planning and Zoning Commission, who in turn shall make a final recommendation to City Council.

The Committee shall consist of seven regular members and three alternate members. Three regular members of the Committee shall be current members of the City Planning and Zoning Commission. The term of service of the Committee is to be six months or longer if extended by the Council.

Current Members serving on the Planning and Zoning Commission are:

Rick Faircloth, Chairman	Courtney Standlee, Commissioner
Debra Mergel, Vice Chairman	Ty Camp, Commissioner
Joseph Paul, Commissioner	Jennifer McCrea, Commissioner
Barbara Freeman, Commissioner	

The Council also shall appoint a Council Member to serve as Council Liaison to the Committee. The Council Liaison shall serve as an ex-officio member of the Committee and shall have no voting privileges.

The Secretary for this Committee is the Public Works Director.

This item is to discuss the Comprehensive Plan Update Committee appointment process.

**RECOMMENDED ACTION:**

**MOTION:** Discuss and take appropriate action concerning the appointment process for the Comprehensive Plan Update Committee.

## **H. MAYOR AND COUNCIL COMMENTS**

Pursuant to Texas Government Code § 551.0415, City Council Members and City staff may make a reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality;
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

**I. RECESS THE REGULAR SESSION**

**Recess the Regular Session to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.087 - Economic Development Negotiations.**

**J. EXECUTIVE SESSION**

1. Pursuant to the Texas Open Meetings Act, Section 551.087, conduct deliberations regarding Economic Development Negotiations to locate a Retail Service Center within Jersey Village. *Austin Bleess, City Manager*

**K. ADJOURN EXECUTIVE SESSION**

**Adjourn the Executive Session, stating the date and time the Executive Session ended and Reconvene the Regular Session.**

**CITY COUNCIL  
CITY OF JERSEY VILLAGE, TEXAS  
AGENDA REQUEST**

**AGENDA DATE:** January 20, 2020                      **AGENDA ITEM:** L01

**AGENDA SUBJECT:** Consider Resolution No. 2020-09, authorizing the City Manager to enter into a Chapter 380 Economic Development Agreement with Gordon NW Village, LP.

**Department/Prepared By:** Austin Bless, CM      **Date Submitted:** December 17, 2019

**EXHIBITS:**            [Resolution No. 2020-09](#)  
                              [Exhibit A](#)

<b>BUDGETARY IMPACT:</b>	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

**CITY MANAGER APPROVAL:** AB

**BACKGROUND INFORMATION:**

This is an agenda item to consider authorizing approval of a Chapter 380 Agreement with Gordon NW Village as discussed in the Executive Session.

**RECOMMENDED ACTION:**

**MOTION:** To approve Resolution No. 2020-09, authorizing the City Manager to enter into a Chapter 380 Economic Development Agreement with Gordon NW Village, LP.

**RESOLUTION NO. 2020-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH GORDON NW VILLAGE LP, RELATING TO THE PROVISION OF DEVELOPMENT SERVICES WITHIN THE CITY.**

**WHEREAS**, the City finds that the administration of a program of grants, including to Gordon NW Village, for a limited time in amounts equal to a portion of City sales tax relating to certain property hereinafter referred to as Program, would promote local economic development and stimulate business and commercial activity within the City and would directly establish a public purpose; and,

**WHEREAS**, the City has determined that the said Program contains sufficient controls to ensure that the above-mentioned public purposes are carried out in all transactions involving the use of public funds and resources in the establishment and administration of the Program; and

**WHEREAS**, Chapter 380 Texas Local Government Code provides statutory authority establishing and administering the said Program, including making loans and grants of money (“Chapter 380”); and

**WHEREAS**, Developer will provide development services for City including providing a suitable third party to locate a retail sales center (“Retail Sales Center”) in the City and has applied to City under its Program for financial assistance to locate such Retail Sales Center in the City; and

**WHEREAS**, the Developer and the City desire to enter into this Agreement pursuant to Chapter 380 providing loans and/or grants of money in accordance therein and with required controls; and

**WHEREAS**, the City determines that entering into this Agreement serves the public purpose of promoting local economic development, and enhances business and commercial activity within the City;

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

**Section 1.** The City Manager is authorized to execute a Chapter 380 Economic Development Agreement on behalf of the City of Jersey Village with Gordon NW Village LP in substantially the form as attached in Exhibit A.

**PASSED AND APPROVED** this 20th day of January 2020.

\_\_\_\_\_  
Andrew Mitcham, Mayor

**ATTEST:**

\_\_\_\_\_  
Lorri Coody, City Secretary

