

Bobby Warren, Mayor
Drew Wasson, Council Position No. 1
Sheri Sheppard, Council Position No. 2
Michelle Mitcham, Council Position No. 3
Connie Rossi, Council Position No. 4
Jennifer McCrea, Council Position No. 5



Austin Bleess, City Manager
Lorri Coody, City Secretary
Justin Pruitt, 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, June 17, 2024, at 7:00 p.m. at the Civic Center Auditorium, 16327 Lakeview Drive, Jersey Village, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. A quorum of the City Council will be physically present at the meeting; however, some Council Members may participate in the meeting via videoconference call. 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, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by: Sheri Sheppard, Council Member Place 2

C. PRESENTATIONS

1. None

D. CITIZENS' COMMENTS

Citizens who have signed a card and wish to speak to the City Council 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 prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens are limited to five (5) minutes for their comments to the City Council. *Mayor*

E. CITY MANAGER'S REPORT

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, Property Tax Collection Report, General Fund Budget Projections, and Utility Fund Budget Projections.
2. Fire Departmental Report and Communication Division's Monthly Report
3. Police Department Monthly Activity Report, Staffing/Recruitment Report, and Police Open Records Requests
4. 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
5. Public Works Departmental Status Report
6. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary, and Parks and Recreation Departmental Report
7. Code Enforcement 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 May 15, 2024, and the Work Session Meeting held on May 15, 2024. *Lorri Coody, City Secretary*
2. Consider Ordinance No. 2024-15, receiving the Planning and Zoning Commission's Preliminary Report and calling a Joint Public Hearing of the City Council and the Planning and Zoning Commission concerning the request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F; and by prescribing the notice requirements for a public hearing. *Lorri Coody, City Secretary*
3. Consider Ordinance No. 2024-16, amending the Jersey Village Code of Ordinances, Chapter 2, Article IV, Division 2, Section 2-142 to amend the Schedule of Fees related to filming in Jersey Village; adopting Film Friendly Guidelines; and providing for severability and repeal. *Miesha Johnson, Community Development Manager*
4. Consider Resolution No. 2024-47, receiving the Planning and Zoning Commission's Review Report pertaining to Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan. *Lorri Coody, City Secretary*
5. Consider Resolution 2024-48, authorizing the Jersey Village Fire Chief, Mark Bitz, to enter into agreement with DEMA Consulting and Management (DEMA), allowing Holistic Assistance Response Teams (HART) to provide non-emergent assistance to specific populations in need. *Mark Bitz, Fire Chief*
6. Consider Resolution 2024-49, authorizing the City Manager to enter into an agreement with PEA Group for Equador Pedestrian Bridge design, construction documents, bidding, and construction phase services. *Robert Basford, Assistant City Manager*
7. Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location. *Miesha Johnson, Community Development Manager*

G. REGULAR AGENDA

1. Conduct a Public Hearing for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan. *Bobby Warren, Mayor*
2. Consider Ordinance 2024-17, amending the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan by removing certain road segments located between Fairview Street and Wright Road, west of the intersection of Wright Road and Charles Road. *Miesha Johnson, Community Development Manager*

3. Consider Resolution No. 2024-50, granting B & C Entertainment, LLC d/b/a Comedy Sportz a variance from Section 6-5 of the City of Jersey Village Code of Ordinances to allow the sale of alcoholic beverages within three hundred feet (300') of a church. *Lorri Coody, City Secretary*
4. Consider Ordinance 2024-18, amending the General Fund and the Capital Improvement Budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$1,000,000 by increasing line item 01-12-9760 (Transfer to Capital Improvement Fund) and increase line item 10-90-9751 (Transfer from General Fund). *Isabel Kato, Finance Director*
5. Consider Resolution No. 2024-51, authorizing the use of Hotel Occupancy Tax Funds to refund the General Fund Revenue used for the purpose of financing a portion of the Jersey Meadow Convention Center/Club House Project. *Austin Bleess, City Manager*
6. Consider Resolution No. 2024-52, awarding the bid and authorizing the City Manager to enter into a contract with Pipe View America for the 2024 Wastewater Collection System Cleaning and Televising project. *Robert Basford, Assistant City Manager*
7. Consider Ordinance 2024-19, amending the General Fund and the Capital Improvement Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$529,883.13 by increasing line items 01-12-9760 (Transfer To Capital Improvement), 10-90-9751 (Transfer From General Fund) and 10-91-7131 (Golf Course Convention Center) to cover the cost of the Golf Course Building Steel Remediation Change Order; extending the contract completion date with Brookstone L.P. to November 7, 2024; and authorizing the City Manager to sign the necessary documents with Brookstone L.P. to effect the change order and contract extension. *Robert Basford, Assistant City Manager*

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; and
- 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 Deliberation Regarding Economic

Development Negotiations, Section 551.072 – Deliberations about Real Property, and Section 551.071 – Consultations with Attorney.

J. EXECUTIVE SESSION

1. Pursuant to the Texas Open Meeting Act Section 551.087 Deliberation Regarding Economic Development Negotiations, Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney a closed meeting to deliberate information from a business prospect that the City seeks to locate in Jersey Village TIRZ Number 2 and economic development negotiations, including the possible purchase, exchange, or value of real property, related thereto. *Austin Bleess, City Manager*
2. Pursuant to the Texas Open Meetings Act Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney, a closed meeting to deliberate the potential and possible purchase, exchange, sale, or value of real property, located within TIRZ 3. *Austin Bleess, City Manager*
3. 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 information about the possible purchase, exchange, or value of real property, related thereto. *Austin Bleess, City Manager*
4. Pursuant to the Texas Open Meetings Act Section 551.071 Consultations with Attorney, a closed meeting to deliberate Section 552.137 of the Texas Government Code. *Justin Pruitt, City Attorney*

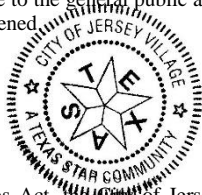
K. ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

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

L. 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 June 12, 2024, at 5:00 p.m. and remained so posted until said meeting was convened.



Lorri Coody, TRMC, 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 accommodation 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.jerseyvillage.info.

"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."

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by: Sheri Sheppard, Council Member, Place 2.

C. PRESENTATIONS

1. None

D. CITIZENS' COMMENTS

Citizens who have signed a card and wish to speak to the City Council 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 prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens are limited to five (5) minutes for their comments to the City Council.



Jersey Village, TX

Fund Balance Report

As Of 05/31/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
01 - GENERAL FUND	7,334,342.04	13,302,550.26	11,214,337.46	9,422,554.84
02 - UTILITY FUND	10,958,047.03	3,667,968.00	3,801,620.42	10,824,394.61
03 - DEBT SERVICE FUND	337,650.73	1,332,255.13	1,460,450.00	209,455.86
04 - IMPACT FEE FUND	639,797.95	46,573.18	165,593.09	520,778.04
05 - MOTEL TAX FUND	60,912.22	80,531.97	13,577.32	127,866.87
06 - ASSET FORFEITURE FUND	13,517.87	796.18	8,461.05	5,853.00
07 - CAPITAL REPLACEMENT	9,758,072.39	336,616.48	2,022,919.67	8,071,769.20
10 - CAPITAL IMPROVEMENTS FUND	3,643,169.04	1,664,021.80	8,585,539.38	-3,278,348.54
11 - GOLF COURSE FUND	-5,058,692.63	1,571,963.86	1,366,692.49	-4,853,421.26
12 - COURT RESTRICTED FEE FUND	65,996.98	0.00	7,219.75	58,777.23
13 - CDBG - GRANT	-923,767.48	53,888.33	0.00	-869,879.15
14 - TIRZ - 2	-42,000.00	0.00	0.00	-42,000.00
15 - TIRZ -3	252,899.45	185,344.43	384,268.50	53,975.38
16 - GO BONDS - SERIES 2024	0.00	26,422,748.66	29,715.38	26,393,033.28
49 - JV FIRE CONTROL PREV & EMERGENCY MEDICAL SERV	1,438,856.99	1,661,203.49	0.00	3,100,060.48
50 - JV CRIME CONTROL	5,741,871.67	1,760,345.72	0.00	7,502,217.39
Report Total:	34,220,674.25	52,086,807.49	29,060,394.51	57,247,087.23

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024



Jersey Village, TX

Income Statement Account Summary

For Fiscal: 2023-2024 Period Ending: 05/31/2024

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 02 - UTILITY FUND					
Department: 40 - REVENUES					
Category: 85 - FEE & CHARGES FOR SERVICE					
02-40-8541 WATER SERVICE	3,652,283.00	3,652,283.00	257,261.16	2,173,760.13	1,478,522.87
02-40-8542 SEWER SERVICE	2,081,606.00	2,081,606.00	156,217.03	1,382,260.87	699,345.13
02-40-8543 METER FEES	0.00	0.00	930.00	5,640.00	-5,640.00
Category: 85 - FEE & CHARGES FOR SERVICE Total:	5,733,889.00	5,733,889.00	414,408.19	3,561,661.00	2,172,228.00
Category: 96 - INTEREST EARNED					
02-40-9601 INTEREST EARNED	144,000.00	144,000.00	8,148.63	69,275.98	74,724.02
Category: 96 - INTEREST EARNED Total:	144,000.00	144,000.00	8,148.63	69,275.98	74,724.02
Category: 98 - MISCELLANEOUS REVENUE					
02-40-9840 PENALTIES & ADJUSTMENTS	30,000.00	30,000.00	3,184.59	28,168.77	1,831.23
02-40-9899 MISCELLANEOUS	30,000.00	30,000.00	1,587.35	8,862.25	21,137.75
Category: 98 - MISCELLANEOUS REVENUE Total:	60,000.00	60,000.00	4,771.94	37,031.02	22,968.98
Department: 40 - REVENUES Total:	5,937,889.00	5,937,889.00	427,328.76	3,667,968.00	2,269,921.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 45 - WATER & SEWER						
Category: 30 - SALARIES, WAGES, & BENEFITS						
02-45-3001	SALARIES	241,641.83	241,641.83	20,316.45	139,415.57	102,226.26
02-45-3003	LONGEVITY	120.06	120.06	16.17	63.69	56.37
02-45-3007	OVERTIME	30,000.00	30,000.00	1,586.40	12,470.18	17,529.82
02-45-3010	INCENTIVES	0.00	0.00	249.22	1,313.99	-1,313.99
02-45-3051	FICA/MEDICARE TAXES	19,105.80	19,105.80	1,687.22	11,669.08	7,436.72
02-45-3052	WORKMEN'S COMPENSATION	9,500.00	9,500.00	0.00	8,113.51	1,386.49
02-45-3053	UNEMPLOYMENT INSURANCE	271.76	271.76	22.17	221.70	50.06
02-45-3054	RETIREMENT	41,099.51	41,099.51	3,551.34	24,225.00	16,874.51
02-45-3055	HEALTH INSURANCE	34,172.32	34,172.32	1,971.48	13,190.14	20,982.18
02-45-3056	LIFE INS	281.84	281.84	21.68	153.69	128.15
02-45-3057	DENTAL	1,952.08	1,952.08	150.16	1,064.52	887.56
02-45-3058	LONG-TERM DISABILITY	1,184.05	1,184.05	53.03	363.89	820.16
02-45-3060	VISION INSURANCE	428.48	428.48	31.98	230.23	198.25
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		379,757.73	379,757.73	29,657.30	212,495.19	167,262.54
Category: 35 - SUPPLIES						
02-45-3502	POSTAGE/FREIGHT/DEL. FEE	13,000.00	13,000.00	964.44	13,110.19	-110.19
02-45-3503	OFFICE SUPPLIES	2,000.00	2,000.00	275.00	2,758.15	-758.15
02-45-3504	WEARING APPAREL	5,000.00	5,000.00	0.00	1,373.62	3,626.38
02-45-3506	CHEMICALS	39,110.00	39,110.00	4,403.63	32,586.80	6,523.20
02-45-3510	BOOKS & PERIODICALS	600.00	600.00	0.00	0.00	600.00
02-45-3520	FOOD	2,400.00	2,400.00	0.00	1,233.72	1,166.28
02-45-3523	TOOLS/EQUIPMENT	5,000.00	5,000.00	0.00	1,515.48	3,484.52
02-45-3534	PARTS AND MATERIALS	20,000.00	20,000.00	1,013.88	21,328.41	-1,328.41
02-45-3535	SHOP SUPPLIES	2,000.00	2,000.00	287.09	2,738.99	-738.99
Category: 35 - SUPPLIES Total:		89,110.00	89,110.00	6,944.04	76,645.36	12,464.64
Category: 40 - MAINTENANCE--BLDGS, STRUC						
02-45-4001	BUILDINGS AND GROUNDS	6,000.00	6,000.00	0.00	11,579.52	-5,579.52
02-45-4041	WATER SYSTEM MAINTENANCE	100,000.00	100,000.00	20,098.28	226,226.50	-126,226.50
02-45-4042	SEWER SYSTEM MAINTENANCE	50,000.00	50,000.00	7,985.00	35,205.44	14,794.56
02-45-4043	WATER PLANTS MAINTENANCE	65,000.00	65,000.00	9,318.80	75,444.12	-10,444.12
02-45-4044	LIFT STATIONS MAINTENANCE	54,000.00	54,000.00	20,365.10	50,012.08	3,987.92
02-45-4045	SEWER PLANT MAINTENANCE	80,000.00	80,000.00	18,612.41	142,970.08	-62,970.08
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		355,000.00	355,000.00	76,379.59	541,437.74	-186,437.74
Category: 45 - MAINTENANCE						
02-45-4504	COMPUTER SOFTWARE	7,400.00	7,400.00	0.00	17,586.75	-10,186.75
02-45-4520	AUTO TOWING/STORAGE OUTSOURCIN	2,000.00	2,000.00	0.00	0.00	2,000.00
Category: 45 - MAINTENANCE Total:		9,400.00	9,400.00	0.00	17,586.75	-8,186.75
Category: 50 - SERVICES						
02-45-5012	PRINTING	1,800.00	1,800.00	0.00	354.98	1,445.02
02-45-5015	LAB TESTS	35,000.00	35,000.00	1,497.72	19,510.69	15,489.31
02-45-5017	UTILITIES	142,500.00	142,500.00	12,041.61	124,867.31	17,632.69
02-45-5019	W.O.B. DISPOSAL-Q&M CONTR	350,000.00	350,000.00	35,021.18	266,613.64	83,386.36
02-45-5020	COMMUNICATIONS	7,000.00	7,000.00	439.43	4,366.41	2,633.59
02-45-5022	RENTAL OF EQUIPMENT	1,500.00	1,500.00	0.00	957.07	542.93
02-45-5027	MEMBERSHIPS	1,000.00	1,000.00	0.00	0.00	1,000.00
02-45-5029	TRAVEL/TRAINING	10,000.00	10,000.00	0.00	337.75	9,662.25
Category: 50 - SERVICES Total:		548,800.00	548,800.00	48,999.94	417,007.85	131,792.15
Category: 54 - SUNDRY						
02-45-5405	PERMITS, FEES, CREDIT CD FEES	53,000.00	53,000.00	0.00	17,505.57	35,494.43
02-45-5411	HOUSTON WATER - PURCHASED	1,800,000.00	1,800,000.00	132,166.70	847,756.91	952,243.09
02-45-5412	NHCRWA WATER PURCHASED	450,000.00	450,000.00	57,812.40	370,053.62	79,946.38
Category: 54 - SUNDRY Total:		2,303,000.00	2,303,000.00	189,979.10	1,235,316.10	1,067,683.90
Category: 55 - PROFESSIONAL SERVICES						
02-45-5501	AUDITS/CONTRACTS/STUDIES	10,000.00	10,000.00	0.00	0.00	10,000.00
02-45-5510	ENGINEERING SERVICES	100,000.00	100,000.00	0.00	-9,813.90	109,813.90

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
02-45-5515	CONSULTANT SERVICES	100,000.00	100,000.00	9,043.26	49,460.62	50,539.38
	Category: 55 - PROFESSIONAL SERVICES Total:	210,000.00	210,000.00	9,043.26	39,646.72	170,353.28
	Category: 60 - OTHER SERVICES					
02-45-6001	INSURANCE-VEHICLES	12,360.00	12,360.00	0.00	15,003.02	-2,643.02
02-45-6003	LIABILITY-FIRE & CASUALTY	11,700.00	11,700.00	1,288.07	13,912.61	-2,212.61
	Category: 60 - OTHER SERVICES Total:	24,060.00	24,060.00	1,288.07	28,915.63	-4,855.63
	Category: 97 - INTERFUND ACTIVITY					
02-45-9751	TRANSFER TO GENERAL FUND	630,000.00	630,000.00	0.00	0.00	630,000.00
02-45-9753	TRANSFER TO DEBT SERVICE FUND	169,686.00	169,686.00	0.00	0.00	169,686.00
02-45-9772	TECHNOLOGY USER FEE	1,500.00	1,500.00	0.00	0.00	1,500.00
02-45-9791	EQUIPMENT USER FEE	169,153.82	169,153.82	0.00	0.00	169,153.82
	Category: 97 - INTERFUND ACTIVITY Total:	970,339.82	970,339.82	0.00	0.00	970,339.82
	Department: 45 - WATER & SEWER Total:	4,889,467.55	4,889,467.55	362,291.30	2,569,051.34	2,320,416.21

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Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 46 - UTILITY CAPITAL PROJECT						
Category: 70 - CAPITAL IMPROVEMENTS						
02-46-7019	AUTOMATED METER READING	0.00	0.00	0.00	66,591.27	-66,591.27
02-46-7020	SEATTLE BOOSTER PUMP REPLACEMENT	0.00	0.00	0.00	78,735.72	-78,735.72
02-46-7032	Sanitary Sewer Lines Inspections	250,000.00	250,000.00	17,536.18	17,536.18	232,463.82
02-46-7080	AUTOCNTRL-SCADA	180,000.00	180,000.00	0.00	4,413.75	175,586.25
02-46-7087	SEWER REHABILITATION	250,000.00	250,000.00	0.00	0.00	250,000.00
02-46-7091	WOB Sewer Plant Rehabilitation	980,000.00	980,000.00	0.00	882,280.00	97,720.00
02-46-7100	WATER PLANT - WEST ROAD	30,000.00	30,000.00	0.00	0.00	30,000.00
02-46-7130	LIFT STATION REHABILITATION REPAIR	2,100,000.00	2,100,000.00	1,691.25	4,935.72	2,095,064.28
02-46-7132	CASTLEBRIDGE DIFUSERS	0.00	0.00	0.00	54,835.00	-54,835.00
02-46-7135	WATER VALVE, EXERCISE, REPAIR	200,000.00	200,000.00	8,611.00	104,739.50	95,260.50
02-46-7136	Transducers	50,000.00	50,000.00	0.00	18,501.94	31,498.06
Category: 70 - CAPITAL IMPROVEMENTS Total:		4,040,000.00	4,040,000.00	27,838.43	1,232,569.08	2,807,430.92
Department: 46 - UTILITY CAPITAL PROJECT Total:		4,040,000.00	4,040,000.00	27,838.43	1,232,569.08	2,807,430.92
Fund: 02 - UTILITY FUND Surplus (Deficit):		-2,991,578.55	-2,991,578.55	37,199.03	-133,652.42	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 04 - IMPACT FEE FUND						
Department: 43 - REVENUES						
Category: 85 - FEE & CHARGES FOR SERVICE						
04-43-8547	WATER DISTRIBUTION	50,000.00	50,000.00	0.00	4,433.49	45,566.51
04-43-8548	SEWER PLANT CAPACITY	25,000.00	25,000.00	0.00	63.00	24,937.00
04-43-8551	SEWER COLLECTION	0.00	0.00	0.00	3,633.72	-3,633.72
Category: 85 - FEE & CHARGES FOR SERVICE Total:		75,000.00	75,000.00	0.00	8,130.21	66,869.79
Category: 96 - INTEREST EARNED						
04-43-9601	INTEREST EARNED	48,000.00	48,000.00	4,938.30	38,442.97	9,557.03
Category: 96 - INTEREST EARNED Total:		48,000.00	48,000.00	4,938.30	38,442.97	9,557.03
Department: 43 - REVENUES Total:		123,000.00	123,000.00	4,938.30	46,573.18	76,426.82

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 45 - WATER & SEWER					
Category: 55 - PROFESSIONAL SERVICES					
04-45-5515 CONSULTANT SERVICES	70,000.00	368,000.00	84,114.79	165,593.09	202,406.91
Category: 55 - PROFESSIONAL SERVICES Total:	70,000.00	368,000.00	84,114.79	165,593.09	202,406.91
Department: 45 - WATER & SEWER Total:	70,000.00	368,000.00	84,114.79	165,593.09	202,406.91
Fund: 04 - IMPACT FEE FUND Surplus (Deficit):	53,000.00	-245,000.00	-79,176.49	-119,019.91	

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 11 - GOLF COURSE FUND						
Department: 80 - REVENUES						
Category: 85 - FEE & CHARGES FOR SERVICE						
11-80-8551	GREEN FEES	1,625,000.00	1,700,000.00	127,736.67	1,002,719.50	697,280.50
11-80-8553	RANGE FEES	215,000.00	215,000.00	17,380.73	143,139.83	71,860.17
11-80-8554	CLUB RENTALS	7,500.00	7,500.00	1,355.00	8,051.00	-551.00
11-80-8555	TOURNAMENT GREENS FEES	155,000.00	155,000.00	10,620.42	133,887.93	21,112.07
11-80-8556	SIMULATOR RENTAL	5,000.00	5,000.00	8,185.00	9,650.00	-4,650.00
11-80-8557	SIMULATOR EVENT RENTAL	10,000.00	10,000.00	250.00	250.00	9,750.00
11-80-8560	MISCELLANEOUS FEES	26,000.00	26,000.00	1,792.91	19,186.73	6,813.27
11-80-8567	MERCHANDISE	210,000.00	210,000.00	24,584.10	135,684.56	74,315.44
11-80-8568	SPECIAL ORDER MERCHANDISE	35,000.00	35,000.00	761.86	27,296.46	7,703.54
11-80-8572	CONCESSION FEES	63,000.00	63,000.00	8,105.56	40,151.00	22,849.00
11-80-8575	MEMBERSHIPS	50,000.00	50,000.00	5,555.00	33,932.00	16,068.00
11-80-8579	CASH OVER/UNDER	0.00	0.00	57.33	541.17	-541.17
Category: 85 - FEE & CHARGES FOR SERVICE Total:		2,401,500.00	2,476,500.00	206,384.58	1,554,490.18	922,009.82
Category: 96 - INTEREST EARNED						
11-80-9601	INTEREST EARNED	2,800.00	2,800.00	2,630.76	11,543.93	-8,743.93
Category: 96 - INTEREST EARNED Total:		2,800.00	2,800.00	2,630.76	11,543.93	-8,743.93
Category: 98 - MISCELLANEOUS REVENUE						
11-80-9899	MISCELLANEOUS REVENUE	0.00	0.00	0.00	5,929.75	-5,929.75
Category: 98 - MISCELLANEOUS REVENUE Total:		0.00	0.00	0.00	5,929.75	-5,929.75
Department: 80 - REVENUES Total:		2,404,300.00	2,479,300.00	209,015.34	1,571,963.86	907,336.14

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 81 - CLUB HOUSE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
11-81-3001	SALARIES	343,634.27	343,634.27	24,067.41	217,806.01	125,828.26
11-81-3002	WAGES	181,000.00	181,000.00	16,148.50	118,404.60	62,595.40
11-81-3003	LONGEVITY	1,980.16	1,980.16	143.08	1,346.71	633.45
11-81-3007	OVERTIME	3,000.00	3,000.00	7.08	152.97	2,847.03
11-81-3010	INCENTIVES	0.00	0.00	0.00	4,364.51	-4,364.51
11-81-3051	FICA/MEDICARE TAXES	38,293.84	38,293.84	2,979.91	25,114.23	13,179.61
11-81-3052	WORKMEN'S COMPENSATION	7,000.00	7,000.00	0.00	5,876.94	1,123.06
11-81-3053	UNEMPLOYMENT INSURANCE	530.62	530.62	296.70	886.26	-355.64
11-81-3054	RETIREMENT	59,305.27	59,305.27	3,892.24	34,733.68	24,571.59
11-81-3055	INSURANCE	70,315.01	70,315.01	4,858.06	42,710.81	27,604.20
11-81-3056	LIFE INS	423.86	423.86	32.54	261.49	162.37
11-81-3057	DENTAL INSURANCE	5,242.38	5,242.38	337.08	2,960.53	2,281.85
11-81-3058	LONG-TERM DISABILITY	1,656.10	1,656.10	63.02	557.76	1,098.34
11-81-3060	VISION INSURANCE	655.24	655.24	41.22	396.16	259.08
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		713,036.75	713,036.75	52,866.84	455,572.66	257,464.09
Category: 34 - COST OF SALES						
11-81-3401	MERCHANDISE	150,000.00	150,000.00	12,918.00	102,924.23	47,075.77
11-81-3415	RANGE BALLS	15,000.00	15,000.00	3,500.00	8,817.01	6,182.99
11-81-3416	RENTAL CLUBS	2,500.00	2,500.00	3,340.50	5,515.24	-3,015.24
11-81-3419	SPECIAL ORDER MERCHANDISE	20,000.00	20,000.00	695.18	14,181.84	5,818.16
Category: 34 - COST OF SALES Total:		187,500.00	187,500.00	20,453.68	131,438.32	56,061.68
Category: 35 - SUPPLIES						
11-81-3502	POSTAGE/FREIGHT/DEL.FEE	600.00	600.00	0.00	243.49	356.51
11-81-3503	OFFICE SUPPLIES	5,000.00	5,000.00	41.18	4,090.84	909.16
11-81-3504	WEARING APPAREL	2,000.00	2,000.00	695.18	1,654.72	345.28
11-81-3510	BOOKS & PERIODICALS	500.00	500.00	0.00	0.00	500.00
11-81-3523	TOOLS/EQUIPMENT	1,000.00	1,000.00	0.00	724.46	275.54
11-81-3605	MISCELLANEOUS SERVICE FEES	7,000.00	7,000.00	0.00	5,356.00	1,644.00
Category: 35 - SUPPLIES Total:		16,100.00	16,100.00	736.36	12,069.51	4,030.49
Category: 45 - MAINTENANCE						
11-81-4504	COMPUTER SOFTWARE	750.00	750.00	0.00	0.00	750.00
11-81-4506	CART MAINTENANCE	0.00	0.00	0.00	11,669.16	-11,669.16
11-81-4520	EQUIPMENT MAINTENANCE/OUTSOURC	750.00	750.00	0.00	0.00	750.00
11-81-4599	MISCELLANEOUS EQUIPMENT	1,200.00	1,200.00	0.00	1,184.44	15.56
Category: 45 - MAINTENANCE Total:		2,700.00	2,700.00	0.00	12,853.60	-10,153.60
Category: 50 - SERVICES						
11-81-5012	PRINTING	3,500.00	3,500.00	0.00	940.00	2,560.00
11-81-5020	COMMUNICATIONS	11,240.10	11,240.10	100.92	8,189.99	3,050.11
11-81-5023	LEASE EQUIPMENT	3,250.00	3,250.00	0.00	6,647.20	-3,397.20
11-81-5027	MEMBERSHIPS/SUBSCRIPTIONS	1,000.00	1,000.00	0.00	193.17	806.83
11-81-5029	TRAVEL/TRAINING	2,000.00	2,000.00	0.00	553.44	1,446.56
11-81-5043	ADVERTISING/PROMOTION	16,500.00	16,500.00	2,480.28	16,479.67	20.33
Category: 50 - SERVICES Total:		37,490.10	37,490.10	2,581.20	33,003.47	4,486.63
Category: 54 - SUNDRY						
11-81-5405	CREDIT CARD CHARGES	70,000.00	70,000.00	5,381.69	39,857.13	30,142.87
11-81-5410	SECURITY	2,600.00	2,600.00	0.00	1,075.94	1,524.06
11-81-5413	TOURNAMENT FEES EXPENSE	1,800.00	1,800.00	0.00	740.00	1,060.00
11-81-5498	MISCELLANEOUS EXPENSE	3,000.00	3,000.00	311.25	3,629.71	-629.71
Category: 54 - SUNDRY Total:		77,400.00	77,400.00	5,692.94	45,302.78	32,097.22
Category: 55 - PROFESSIONAL SERVICES						
11-81-5515	CONSULTANT FEES	3,500.00	78,500.00	0.00	0.00	78,500.00
Category: 55 - PROFESSIONAL SERVICES Total:		3,500.00	78,500.00	0.00	0.00	78,500.00
Category: 60 - OTHER SERVICES						
11-81-6003	LIABILITY-FIRE & CASUALTY INSR	26,000.00	26,000.00	3,148.62	34,008.62	-8,008.62
Category: 60 - OTHER SERVICES Total:		26,000.00	26,000.00	3,148.62	34,008.62	-8,008.62

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Category: 97 - INTERFUND ACTIVITY					
11-81-9772 TECHNOLOGY USER FEE	4,525.00	4,525.00	0.00	0.00	4,525.00
Category: 97 - INTERFUND ACTIVITY Total:	4,525.00	4,525.00	0.00	0.00	4,525.00
Department: 81 - CLUB HOUSE Total:	1,068,251.85	1,143,251.85	85,479.64	724,248.96	419,002.89

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Department: 82 - COURSE MAINTENANCE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
11-82-3001	SALARIES AND	369,868.21	369,868.21	25,891.69	205,671.98	164,196.23
11-82-3002	WAGES	0.00	0.00	1,728.00	13,885.71	-13,885.71
11-82-3003	LONGEVITY	540.02	540.02	69.24	495.82	44.20
11-82-3007	OVERTIME	5,000.00	5,000.00	184.80	776.74	4,223.26
11-82-3051	FICA/MEDICARE TAXES	27,161.67	27,161.67	2,060.76	16,300.40	10,861.27
11-82-3052	WORKMEN'S COMPENSATION	6,947.00	6,947.00	0.00	7,346.27	-399.27
11-82-3053	UNEMPLOYMENT INSURANCE	374.41	374.41	39.09	308.24	66.17
11-82-3054	RETIREMENT	62,969.42	62,969.42	4,188.53	32,664.14	30,305.28
11-82-3055	INSURANCE	108,946.67	108,946.67	6,660.96	55,190.75	53,755.92
11-82-3056	LIFE INS	562.58	562.58	37.92	314.19	248.39
11-82-3057	DENTAL	5,691.40	5,691.40	323.96	2,684.24	3,007.16
11-82-3058	LONG-TERM DISABILITY	1,545.28	1,545.28	61.36	518.33	1,026.95
11-82-3060	VISION INSURANCE	970.02	970.02	62.94	521.51	448.51
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		590,576.68	590,576.68	41,309.25	336,678.32	253,898.36
Category: 35 - SUPPLIES						
11-82-3503	OFFICE SUPPLIES	500.00	500.00	0.00	443.41	56.59
11-82-3504	WEARING APPAREL	2,200.00	2,200.00	0.00	2,408.93	-208.93
11-82-3506	CHEMICALS	1,000.00	1,000.00	0.00	36,907.73	-35,907.73
11-82-3514	FUEL & OIL	19,000.00	19,000.00	3,098.59	12,228.55	6,771.45
11-82-3520	FOOD/WATER	750.00	750.00	0.00	385.40	364.60
11-82-3523	TOOLS/EQUIPMENT	4,500.00	4,500.00	0.00	3,980.18	519.82
11-82-3526	MINOR EQUIPMENT	3,500.00	3,500.00	160.88	301.08	3,198.92
11-82-3527	AGGREGATES	6,000.00	6,000.00	5,111.14	9,674.94	-3,674.94
11-82-3529	REPAIR PARTS	0.00	0.00	0.00	1,682.73	-1,682.73
11-82-3530	PESTICIDES	63,000.00	63,000.00	2,380.79	12,253.08	50,746.92
11-82-3533	FERTILIZERS	50,000.00	50,000.00	2,548.39	37,458.06	12,541.94
11-82-3535	GROUND/SHOP SUPPLIES	5,000.00	5,000.00	1,211.01	5,416.18	-416.18
11-82-3536	LANDSCAPING MATERIALS	8,000.00	8,000.00	546.12	4,868.12	3,131.88
11-82-3538	COURSE SUPPLIES	4,000.00	4,000.00	0.00	4,661.87	-661.87
11-82-3539	GOLF COURSE ACCESSORIES	4,500.00	4,500.00	342.09	5,893.11	-1,393.11
11-82-3542	FIRST AID	750.00	750.00	0.00	0.00	750.00
Category: 35 - SUPPLIES Total:		172,700.00	172,700.00	15,399.01	138,563.37	34,136.63
Category: 40 - MAINTENANCE--BLDGS, STRUC						
11-82-4041	WATER WELL MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00
11-82-4046	PARKING LOT MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		4,000.00	4,000.00	0.00	0.00	4,000.00
Category: 45 - MAINTENANCE						
11-82-4505	IRRIGATION EQUIPMENT	9,500.00	9,500.00	1,380.78	12,893.83	-3,393.83
11-82-4520	GROUNDS OUTSOURCED	12,000.00	12,000.00	0.00	832.50	11,167.50
11-82-4599	MISCELLANEOUS EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00
Category: 45 - MAINTENANCE Total:		23,500.00	23,500.00	1,380.78	13,726.33	9,773.67
Category: 50 - SERVICES						
11-82-5022	RENTAL EQUIPMENT	2,000.00	2,000.00	258.00	1,032.00	968.00
11-82-5027	MEMBERSHIPS/SUBSCRIPTIONS	1,280.00	1,280.00	0.00	161.95	1,118.05
11-82-5029	TRAVEL/TRAINING	5,000.00	5,000.00	0.00	2,904.38	2,095.62
Category: 50 - SERVICES Total:		8,280.00	8,280.00	258.00	4,098.33	4,181.67
Category: 54 - SUNDRY						
11-82-5405	PERMITS & FEES	500.00	500.00	0.00	0.00	500.00
11-82-5412	WATER AUTHORITY FEES	10,000.00	10,000.00	0.00	0.00	10,000.00
Category: 54 - SUNDRY Total:		10,500.00	10,500.00	0.00	0.00	10,500.00
Category: 55 - PROFESSIONAL SERVICES						
11-82-5508	SANITARY/TRASH SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00
11-82-5530	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00
Category: 55 - PROFESSIONAL SERVICES Total:		3,000.00	3,000.00	0.00	0.00	3,000.00

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Category: 97 - INTERFUND ACTIVITY					
11-82-9772 TECHNOLOGY USER FEE	700.00	700.00	0.00	0.00	700.00
11-82-9773 COMP. EQUIPMENT USER FEE	375.00	375.00	0.00	0.00	375.00
Category: 97 - INTERFUND ACTIVITY Total:	1,075.00	1,075.00	0.00	0.00	1,075.00
Department: 82 - COURSE MAINTENANCE Total:	813,631.68	813,631.68	58,347.04	493,066.35	320,565.33

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Department: 83 - BUILDING MAINTENANCE					
Category: 35 - SUPPLIES					
11-83-3517 JANITORIAL SUPPLIES	5,500.00	5,500.00	249.71	4,173.20	1,326.80
11-83-3523 TOOLS/EQUIPMENT	600.00	600.00	0.00	259.77	340.23
Category: 35 - SUPPLIES Total:	6,100.00	6,100.00	249.71	4,432.97	1,667.03
Category: 40 - MAINTENANCE--BLDGS, STRUC					
11-83-4001 BUILDINGS & GROUNDS	10,000.00	10,000.00	0.00	13,222.43	-3,222.43
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:	10,000.00	10,000.00	0.00	13,222.43	-3,222.43
Category: 50 - SERVICES					
11-83-5017 UTILITIES	25,000.00	25,000.00	3,182.95	22,915.52	2,084.48
Category: 50 - SERVICES Total:	25,000.00	25,000.00	3,182.95	22,915.52	2,084.48
Category: 55 - PROFESSIONAL SERVICES					
11-83-5531 PEST CONTROL SERVICES	1,000.00	1,000.00	0.00	267.00	733.00
Category: 55 - PROFESSIONAL SERVICES Total:	1,000.00	1,000.00	0.00	267.00	733.00
Department: 83 - BUILDING MAINTENANCE Total:	42,100.00	42,100.00	3,432.66	40,837.92	1,262.08

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Department: 87 - GC CAPITAL IMPROVEMENT					
Category: 70 - CAPITAL IMPROVEMENTS					
11-87-7010 CAPITAL IMPROVEMENT	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00
Category: 70 - CAPITAL IMPROVEMENTS Total:	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00
Department: 87 - GC CAPITAL IMPROVEMENT Total:	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00

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Department: 88 - EQUIPMENT MAINTENANCE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
11-88-3001	SALARIES AND WAGES	51,374.75	51,374.75	3,836.80	32,367.94	19,006.81
11-88-3003	LONGEVITY	600.08	600.08	50.76	420.58	179.50
11-88-3007	OVERTIME	1,000.00	1,000.00	874.70	2,354.21	-1,354.21
11-88-3051	FICA/MEDICARE TAXES	3,971.60	3,971.60	361.67	2,666.48	1,305.12
11-88-3052	WORKMEN'S COMPENSATION	975.00	975.00	0.00	1,469.26	-494.26
11-88-3053	UNEMPLOYMENT INSURANCE	52.97	52.97	4.76	44.13	8.84
11-88-3054	RETIREMENT	8,835.72	8,835.72	762.91	5,548.82	3,286.90
11-88-3055	HEALTH INSURANCE	8,543.08	8,543.08	657.16	5,445.04	3,098.04
11-88-3056	LIFE INS	70.46	70.46	5.42	44.91	25.55
11-88-3057	DENTAL	488.02	488.02	37.54	311.05	176.97
11-88-3058	LONG TERM DISABILITY	251.74	251.74	10.02	84.51	167.23
11-88-3060	VISION INSURANCE	107.12	107.12	8.24	68.27	38.85
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		76,270.54	76,270.54	6,609.98	50,825.20	25,445.34
Category: 35 - SUPPLIES						
11-88-3504	WEARING APPAREL	500.00	500.00	0.00	0.00	500.00
11-88-3514	FUEL & OIL	1,700.00	1,700.00	0.00	989.39	710.61
11-88-3523	TOOLS/EQUIPMENT	3,500.00	3,500.00	689.99	1,217.23	2,282.77
11-88-3526	MINOR EQUIPMENT	500.00	500.00	0.00	154.05	345.95
11-88-3529	REPAIR PARTS	20,000.00	20,000.00	3,876.99	23,045.45	-3,045.45
11-88-3535	GROUND/SHOP SUPPLIES	2,200.00	2,200.00	816.58	2,320.64	-120.64
11-88-3542	FIRST AID	250.00	250.00	0.00	0.00	250.00
Category: 35 - SUPPLIES Total:		28,650.00	28,650.00	5,383.56	27,726.76	923.24
Category: 45 - MAINTENANCE						
11-88-4506	CART MAINTENANCE	8,000.00	8,000.00	2,133.80	2,146.30	5,853.70
11-88-4599	MISC EQUIPMENT MAINT.	5,000.00	5,000.00	0.00	0.00	5,000.00
Category: 45 - MAINTENANCE Total:		13,000.00	13,000.00	2,133.80	2,146.30	10,853.70
Category: 50 - SERVICES						
11-88-5029	TRAVEL/TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00
Category: 50 - SERVICES Total:		1,000.00	1,000.00	0.00	0.00	1,000.00
Category: 97 - INTERFUND ACTIVITY						
11-88-9791	EQUIPMENT USER FEE	330,000.00	330,000.00	0.00	0.00	330,000.00
Category: 97 - INTERFUND ACTIVITY Total:		330,000.00	330,000.00	0.00	0.00	330,000.00
Department: 88 - EQUIPMENT MAINTENANCE Total:		448,920.54	448,920.54	14,127.34	80,698.26	368,222.28
Fund: 11 - GOLF COURSE FUND Surplus (Deficit):		-604.07	-604.07	43,183.16	205,271.37	
Total Surplus (Deficit):		-2,939,182.62	-3,237,182.62	1,205.70	-47,400.96	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Group Summary

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 02 - UTILITY FUND					
Department: 40 - REVENUES					
85 - FEE & CHARGES FOR SERVICE	5,733,889.00	5,733,889.00	414,408.19	3,561,661.00	2,172,228.00
96 - INTEREST EARNED	144,000.00	144,000.00	8,148.63	69,275.98	74,724.02
98 - MISCELLANEOUS REVENUE	60,000.00	60,000.00	4,771.94	37,031.02	22,968.98
Department: 40 - REVENUES Total:	5,937,889.00	5,937,889.00	427,328.76	3,667,968.00	2,269,921.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 45 - WATER & SEWER					
30 - SALARIES, WAGES, & BENEFITS	379,757.73	379,757.73	29,657.30	212,495.19	167,262.54
35 - SUPPLIES	89,110.00	89,110.00	6,944.04	76,645.36	12,464.64
40 - MAINTENANCE--BLDGS, STRUC	355,000.00	355,000.00	76,379.59	541,437.74	-186,437.74
45 - MAINTENANCE	9,400.00	9,400.00	0.00	17,586.75	-8,186.75
50 - SERVICES	548,800.00	548,800.00	48,999.94	417,007.85	131,792.15
54 - SUNDRY	2,303,000.00	2,303,000.00	189,979.10	1,235,316.10	1,067,683.90
55 - PROFESSIONAL SERVICES	210,000.00	210,000.00	9,043.26	39,646.72	170,353.28
60 - OTHER SERVICES	24,060.00	24,060.00	1,288.07	28,915.63	-4,855.63
97 - INTERFUND ACTIVITY	970,339.82	970,339.82	0.00	0.00	970,339.82
Department: 45 - WATER & SEWER Total:	4,889,467.55	4,889,467.55	362,291.30	2,569,051.34	2,320,416.21

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 46 - UTILITY CAPITAL PROJECT					
70 - CAPITAL IMPROVEMENTS	4,040,000.00	4,040,000.00	27,838.43	1,232,569.08	2,807,430.92
Department: 46 - UTILITY CAPITAL PROJECT Total:	4,040,000.00	4,040,000.00	27,838.43	1,232,569.08	2,807,430.92
Fund: 02 - UTILITY FUND Surplus (Deficit):	-2,991,578.55	-2,991,578.55	37,199.03	-133,652.42	-2,857,926.13
Fund: 04 - IMPACT FEE FUND					
Department: 43 - REVENUES					
85 - FEE & CHARGES FOR SERVICE	75,000.00	75,000.00	0.00	8,130.21	66,869.79
96 - INTEREST EARNED	48,000.00	48,000.00	4,938.30	38,442.97	9,557.03
Department: 43 - REVENUES Total:	123,000.00	123,000.00	4,938.30	46,573.18	76,426.82

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 45 - WATER & SEWER					
55 - PROFESSIONAL SERVICES	70,000.00	368,000.00	84,114.79	165,593.09	202,406.91
Department: 45 - WATER & SEWER Total:	70,000.00	368,000.00	84,114.79	165,593.09	202,406.91
Fund: 04 - IMPACT FEE FUND Surplus (Deficit):	53,000.00	-245,000.00	-79,176.49	-119,019.91	-125,980.09
Fund: 11 - GOLF COURSE FUND					
Department: 80 - REVENUES					
85 - FEE & CHARGES FOR SERVICE	2,401,500.00	2,476,500.00	206,384.58	1,554,490.18	922,009.82
96 - INTEREST EARNED	2,800.00	2,800.00	2,630.76	11,543.93	-8,743.93
98 - MISCELLANEOUS REVENUE	0.00	0.00	0.00	5,929.75	-5,929.75
Department: 80 - REVENUES Total:	2,404,300.00	2,479,300.00	209,015.34	1,571,963.86	907,336.14

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 81 - CLUB HOUSE					
30 - SALARIES, WAGES, & BENEFITS	713,036.75	713,036.75	52,866.84	455,572.66	257,464.09
34 - COST OF SALES	187,500.00	187,500.00	20,453.68	131,438.32	56,061.68
35 - SUPPLIES	16,100.00	16,100.00	736.36	12,069.51	4,030.49
45 - MAINTENANCE	2,700.00	2,700.00	0.00	12,853.60	-10,153.60
50 - SERVICES	37,490.10	37,490.10	2,581.20	33,003.47	4,486.63
54 - SUNDRY	77,400.00	77,400.00	5,692.94	45,302.78	32,097.22
55 - PROFESSIONAL SERVICES	3,500.00	78,500.00	0.00	0.00	78,500.00
60 - OTHER SERVICES	26,000.00	26,000.00	3,148.62	34,008.62	-8,008.62
97 - INTERFUND ACTIVITY	4,525.00	4,525.00	0.00	0.00	4,525.00
Department: 81 - CLUB HOUSE Total:	1,068,251.85	1,143,251.85	85,479.64	724,248.96	419,002.89

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 82 - COURSE MAINTENANCE					
30 - SALARIES, WAGES, & BENEFITS	590,576.68	590,576.68	41,309.25	336,678.32	253,898.36
35 - SUPPLIES	172,700.00	172,700.00	15,399.01	138,563.37	34,136.63
40 - MAINTENANCE--BLDGS, STRUC	4,000.00	4,000.00	0.00	0.00	4,000.00
45 - MAINTENANCE	23,500.00	23,500.00	1,380.78	13,726.33	9,773.67
50 - SERVICES	8,280.00	8,280.00	258.00	4,098.33	4,181.67
54 - SUNDRY	10,500.00	10,500.00	0.00	0.00	10,500.00
55 - PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00
97 - INTERFUND ACTIVITY	1,075.00	1,075.00	0.00	0.00	1,075.00
Department: 82 - COURSE MAINTENANCE Total:	813,631.68	813,631.68	58,347.04	493,066.35	320,565.33

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 83 - BUILDING MAINTENANCE					
35 - SUPPLIES	6,100.00	6,100.00	249.71	4,432.97	1,667.03
40 - MAINTENANCE--BLDGS, STRUC	10,000.00	10,000.00	0.00	13,222.43	-3,222.43
50 - SERVICES	25,000.00	25,000.00	3,182.95	22,915.52	2,084.48
55 - PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	267.00	733.00
Department: 83 - BUILDING MAINTENANCE Total:	42,100.00	42,100.00	3,432.66	40,837.92	1,262.08

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 87 - GC CAPITAL IMPROVEMENT					
70 - CAPITAL IMPROVEMENTS	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00
Department: 87 - GC CAPITAL IMPROVEMENT Total:	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 88 - EQUIPMENT MAINTENANCE					
30 - SALARIES, WAGES, & BENEFITS	76,270.54	76,270.54	6,609.98	50,825.20	25,445.34
35 - SUPPLIES	28,650.00	28,650.00	5,383.56	27,726.76	923.24
45 - MAINTENANCE	13,000.00	13,000.00	2,133.80	2,146.30	10,853.70
50 - SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00
97 - INTERFUND ACTIVITY	330,000.00	330,000.00	0.00	0.00	330,000.00
Department: 88 - EQUIPMENT MAINTENANCE Total:	448,920.54	448,920.54	14,127.34	80,698.26	368,222.28
Fund: 11 - GOLF COURSE FUND Surplus (Deficit):	-604.07	-604.07	43,183.16	205,271.37	-205,875.44
Total Surplus (Deficit):	-2,939,182.62	-3,237,182.62	1,205.70	-47,400.96	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
02 - UTILITY FUND	-2,991,578.55	-2,991,578.55	37,199.03	-133,652.42	-2,857,926.13
04 - IMPACT FEE FUND	53,000.00	-245,000.00	-79,176.49	-119,019.91	-125,980.09
11 - GOLF COURSE FUND	-604.07	-604.07	43,183.16	205,271.37	-205,875.44
Total Surplus (Deficit):	-2,939,182.62	-3,237,182.62	1,205.70	-47,400.96	



Jersey Village, TX

Income Statement Account Summary

For Fiscal: 2023-2024 Period Ending: 05/31/2024

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 01 - GENERAL FUND					
Department: 10 - REVENUES					
Category: 72 - PROPERTY TAXES					
01-10-7201 CURRENT PROPERTY TAXES	8,438,956.00	8,438,956.00	185.15	8,413,694.25	25,261.75
01-10-7202 DELINQUENT PROPERTY TAXES	30,000.00	30,000.00	13.92	-165,230.23	195,230.23
01-10-7203 PENALTY, INTEREST & COSTS	25,000.00	25,000.00	298.85	42,495.06	-17,495.06
Category: 72 - PROPERTY TAXES Total:	8,493,956.00	8,493,956.00	497.92	8,290,959.08	202,996.92
Category: 75 - OTHER TAXES					
01-10-7511 ELECTRIC FRANCHISE	365,000.00	365,000.00	59,195.45	242,299.32	122,700.68
01-10-7512 TELEPHONE FRANCHISE	12,000.00	12,000.00	2,387.71	7,497.11	4,502.89
01-10-7513 GAS FRANCHISE	45,000.00	45,000.00	0.00	18,682.95	26,317.05
01-10-7514 CABLE TV FRANCHISE	79,000.00	79,000.00	14,021.29	43,493.99	35,506.01
01-10-7515 TELECOMMUNICATION	14,000.00	14,000.00	2,222.49	11,123.50	2,876.50
01-10-7621 SALES TAX	5,550,000.00	5,550,000.00	362,114.61	3,096,690.58	2,453,309.42
01-10-7631 MIXED DRINK TAX	32,000.00	32,000.00	3,224.05	25,630.86	6,369.14
Category: 75 - OTHER TAXES Total:	6,097,000.00	6,097,000.00	443,165.60	3,445,418.31	2,651,581.69
Category: 80 - FINES WARRANTS & BONDS					
01-10-8001 FINES	840,000.00	840,000.00	57,479.58	457,468.10	382,531.90
01-10-8002 TIME PAYMENT FEE-GENERAL	4,000.00	4,000.00	462.10	3,403.60	596.40
01-10-8003 TIME PAYMENT FEE-COURT	0.00	0.00	15.00	140.00	-140.00
01-10-8004 COURT TECHNOLOGY FEES	0.00	0.00	1,269.64	10,339.91	-10,339.91
01-10-8005 COURT SECURITY FEE	0.00	0.00	1,520.27	12,049.40	-12,049.40
01-10-8006 OMNI FEE	4,000.00	4,000.00	236.00	2,027.42	1,972.58
01-10-8007 CHILD SAFETY FEE	0.00	0.00	25.00	75.00	-75.00
01-10-8008 JUDICIAL FEE	0.00	0.00	50.25	426.55	-426.55
Category: 80 - FINES WARRANTS & BONDS Total:	848,000.00	848,000.00	61,057.84	485,929.98	362,070.02
Category: 85 - FEE & CHARGES FOR SERVICE					
01-10-8501 GARBAGE FEES/RESIDENTIAL	100.00	100.00	0.00	0.00	100.00
01-10-8503 POOL MEMBERSHIP FEES	23,000.00	23,000.00	1,277.00	1,277.00	21,723.00
01-10-8504 SWIM LESSON	6,000.00	6,000.00	0.00	2,640.00	3,360.00
01-10-8505 POOL RENTALS	2,000.00	2,000.00	0.00	425.00	1,575.00
01-10-8506 REC PROGRAMS	8,000.00	8,000.00	215.00	7,066.32	933.68
01-10-8507 AMBULANCE SERVICE FEES	280,000.00	280,000.00	15,057.51	193,730.21	86,269.79
01-10-8509 PET TAGS	500.00	500.00	10.00	190.00	310.00
01-10-8510 COIN OPERATOR FEES	187.00	187.00	0.00	150.00	37.00
01-10-8511 JERSEY VILLAGE STICKERS	20.00	20.00	7.00	58.00	-38.00
01-10-8512 RENTAL FEE	40,000.00	40,000.00	0.00	1,850.01	38,149.99
01-10-8513 CHILD SAFETY FEE-COUNTY	9,000.00	9,000.00	830.04	5,646.27	3,353.73
01-10-8514 FOOD & BEVERAGE FEES	500.00	500.00	0.00	214.03	285.97
01-10-8515 POLICE OFFICER FEE	200.00	200.00	0.00	280.00	-80.00
01-10-8516 FARMER'S MARKET FEES	2,500.00	2,500.00	0.00	1,545.06	954.94
01-10-8517 PARK RENTALS	8,000.00	8,000.00	0.00	4,760.00	3,240.00
01-10-8519 FOUNDER'S DAY	13,000.00	13,000.00	0.00	8,407.00	4,593.00
01-10-8580 ANTENNA ANNUAL FEES	4,400.00	4,400.00	0.00	4,569.45	-169.45
Category: 85 - FEE & CHARGES FOR SERVICE Total:	397,407.00	397,407.00	17,396.55	232,808.35	164,598.65
Category: 90 - LICENSES & PERMITS					
01-10-9001 BUILDING PERMITS	125,000.00	125,000.00	21,665.41	194,305.81	-69,305.81
01-10-9002 PLUMBING PERMITS	15,000.00	15,000.00	950.50	7,532.75	7,467.25
01-10-9003 ELECTRICAL PERMITS	13,000.00	13,000.00	538.75	6,213.50	6,786.50
01-10-9004 MECHANICAL PERMITS	8,000.00	8,000.00	63.00	1,569.75	6,430.25
01-10-9006 SIGN PERMITS	14,000.00	14,000.00	399.21	11,319.03	2,680.97
01-10-9007 LIQUOR LICENSES	8,000.00	8,000.00	0.00	6,155.00	1,845.00

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
01-10-9011	PLANNING & ZONING APPLICATION FEES	2,000.00	2,000.00	1,000.00	2,000.00	0.00
01-10-9012	BURGLAR/FIRE ALARM PERMIT	4,000.00	4,000.00	117.17	2,161.62	1,838.38
01-10-9013	FIRE MARSHAL PERM FEES	2,000.00	2,000.00	185.70	775.20	1,224.80
01-10-9016	HOTEL/MOTEL LICENSE PERMITS	1,000.00	1,000.00	0.00	1,100.00	-100.00
01-10-9017	PLAN CHECKING AND PLAN REVIEW	40,000.00	40,000.00	2,836.72	46,943.70	-6,943.70
Category: 90 - LICENSES & PERMITS Total:		232,000.00	232,000.00	27,756.46	280,076.36	-48,076.36
Category: 96 - INTEREST EARNED						
01-10-9601	INTEREST EARNED	800,000.00	800,000.00	67,110.69	533,176.10	266,823.90
Category: 96 - INTEREST EARNED Total:		800,000.00	800,000.00	67,110.69	533,176.10	266,823.90
Category: 97 - INTERFUND ACTIVITY						
01-10-9750	CRIME CONTROL DISTRICT REIMB.	2,712,625.00	2,712,625.00	0.00	0.00	2,712,625.00
01-10-9752	TRANSFER FROM UTLY FUND	630,000.00	630,000.00	0.00	0.00	630,000.00
01-10-9754	TRANFER FROM MOTEL TAX FUND	26,900.00	26,900.00	0.00	0.00	26,900.00
01-10-9755	FIRE CONTROL PREV & EMERG REIMB	2,212,990.00	2,212,990.00	0.00	0.00	2,212,990.00
Category: 97 - INTERFUND ACTIVITY Total:		5,582,515.00	5,582,515.00	0.00	0.00	5,582,515.00
Category: 98 - MISCELLANEOUS REVENUE						
01-10-9816	PROPERTY LIENS/ORD VIOLATION	0.00	0.00	0.00	550.92	-550.92
01-10-9899	MISCELLANEOUS	70,000.00	70,000.00	1,578.34	17,287.41	52,712.59
Category: 98 - MISCELLANEOUS REVENUE Total:		70,000.00	70,000.00	1,578.34	17,838.33	52,161.67
Category: 99 - OTHER AGENCY REVENUES						
01-10-9901	GRANTS/CONTRACTS-COPS	0.00	0.00	0.00	5,058.69	-5,058.69
01-10-9904	FEMA	0.00	0.00	0.00	3,891.20	-3,891.20
01-10-9905	AMBULANCE FEES STATE GRANT	300,000.00	300,000.00	0.00	0.00	300,000.00
01-10-9906	LEOSE FUNDS - TRAINING GRANT	0.00	0.00	0.00	7,393.86	-7,393.86
Category: 99 - OTHER AGENCY REVENUES Total:		300,000.00	300,000.00	0.00	16,343.75	283,656.25
Department: 10 - REVENUES Total:		22,820,878.00	22,820,878.00	618,563.40	13,302,550.26	9,518,327.74

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 11 - ADMINISTRATIVE SERVICE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-11-3001	SALARIES	744,936.31	744,936.31	60,057.50	513,167.63	231,768.68
01-11-3002	WAGES	21,424.00	21,424.00	1,360.00	7,600.00	13,824.00
01-11-3003	LONGEVITY	1,500.46	1,500.46	140.76	1,115.70	384.76
01-11-3010	INCENTIVES	1,799.98	1,799.98	138.46	1,147.24	652.74
01-11-3020	EMPLOYEE AWARDS/BONUS	11,500.00	11,500.00	0.00	9,228.77	2,271.23
01-11-3051	FICA/MEDICARE TAXES	53,872.38	53,872.38	4,686.24	36,729.13	17,143.25
01-11-3052	WORKMEN'S COMPENSATION	1,000.00	1,000.00	0.00	699.44	300.56
01-11-3053	UNEMPLOYMENT INSURANCE	776.15	776.15	67.57	612.29	163.86
01-11-3054	RETIREMENT	129,121.19	129,121.19	9,805.18	82,298.84	46,822.35
01-11-3055	HEALTH INSURANCE	77,373.66	77,373.66	5,951.82	49,315.08	28,058.58
01-11-3056	LIFE INS	352.30	352.30	27.10	258.61	93.69
01-11-3057	DENTAL INSURANCE	5,499.78	5,499.78	386.18	3,199.78	2,300.00
01-11-3058	LONG-TERM DISABILITY	2,330.45	2,330.45	159.03	1,355.38	975.07
01-11-3060	VISION INSURANCE	545.74	545.74	42.96	355.95	189.79
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		1,052,032.40	1,052,032.40	82,822.80	707,083.84	344,948.56
Category: 35 - SUPPLIES						
01-11-3502	POSTAGE/FREIGHT/DEL. FEE	150.00	150.00	0.00	0.00	150.00
01-11-3503	OFFICE SUPPLIES	4,000.00	4,000.00	0.00	1,940.89	2,059.11
01-11-3504	WEARING APPAREL	500.00	500.00	0.00	126.96	373.04
01-11-3510	BOOKS & PERIODICALS	200.00	200.00	0.00	40.00	160.00
01-11-3520	FOOD	14,000.00	14,000.00	71.54	6,589.62	7,410.38
Category: 35 - SUPPLIES Total:		18,850.00	18,850.00	71.54	8,697.47	10,152.53
Category: 45 - MAINTENANCE						
01-11-4501	FURN., FIXT., & OFF. MACH.	2,000.00	2,000.00	0.00	214.50	1,785.50
Category: 45 - MAINTENANCE Total:		2,000.00	2,000.00	0.00	214.50	1,785.50
Category: 50 - SERVICES						
01-11-5001	MAYOR & COUNCIL EXPENDITURES	4,000.00	4,000.00	0.00	464.76	3,535.24
01-11-5007	RECORDS MANAGEMENT	8,000.00	8,000.00	0.00	2,550.77	5,449.23
01-11-5012	PRINTING	250.00	250.00	0.00	55.10	194.90
01-11-5014	MEDICAL EXPENSES	10,000.00	10,000.00	0.00	5,448.80	4,551.20
01-11-5020	COMMUNICATIONS	8,399.60	8,399.60	563.76	3,357.41	5,042.19
01-11-5025	NEWSPAPER NOTICES	6,500.00	6,500.00	0.00	1,010.76	5,489.24
01-11-5026	CODIFICATIONS	7,400.00	7,400.00	0.00	5,427.00	1,973.00
01-11-5027	MEMBERSHIPS/SUBSCRIPTIONS	8,000.00	8,000.00	1.00	7,780.81	219.19
01-11-5028	TEXAS LEGISLATIVE SERVICES	1.00	1.00	0.00	0.00	1.00
01-11-5029	TRAVEL/TRAINING	18,000.00	18,000.00	0.00	6,380.37	11,619.63
01-11-5030	CAR ALLOWANCE	6,500.00	6,500.00	500.00	4,392.86	2,107.14
01-11-5041	NEWSLETTER	18,000.00	18,000.00	0.00	10,143.00	7,857.00
01-11-5044	ADVERTISING	5,000.00	5,000.00	0.00	1,324.66	3,675.34
Category: 50 - SERVICES Total:		100,050.60	100,050.60	1,064.76	48,336.30	51,714.30
Category: 54 - SUNDRY						
01-11-5401	ELECTION EXPENSE	35,000.00	35,000.00	3,616.00	29,157.41	5,842.59
Category: 54 - SUNDRY Total:		35,000.00	35,000.00	3,616.00	29,157.41	5,842.59
Category: 60 - OTHER SERVICES						
01-11-6005	NOTARY SURETY BONDS	300.00	300.00	0.00	108.90	191.10
Category: 60 - OTHER SERVICES Total:		300.00	300.00	0.00	108.90	191.10
Category: 97 - INTERFUND ACTIVITY						
01-11-9772	TECHNOLOGY USER FEE	7,780.00	7,780.00	0.00	0.00	7,780.00
Category: 97 - INTERFUND ACTIVITY Total:		7,780.00	7,780.00	0.00	0.00	7,780.00
Department: 11 - ADMINISTRATIVE SERVICE Total:		1,216,013.00	1,216,013.00	87,575.10	793,598.42	422,414.58

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 12 - LEGAL/OTHER SERVICES					
Category: 50 - SERVICES					
01-12-5023 GRANTS AND INCENTIVES	2,730,000.00	2,730,000.00	358,735.59	862,109.26	1,867,890.74
Category: 50 - SERVICES Total:	2,730,000.00	2,730,000.00	358,735.59	862,109.26	1,867,890.74
Category: 55 - PROFESSIONAL SERVICES					
01-12-5502 LEGAL FEES	105,000.00	105,000.00	3,794.22	34,098.49	70,901.51
01-12-5515 CONSULTANT SERVICES	10,000.00	10,000.00	0.00	5,000.00	5,000.00
Category: 55 - PROFESSIONAL SERVICES Total:	115,000.00	115,000.00	3,794.22	39,098.49	75,901.51
Category: 60 - OTHER SERVICES					
01-12-6001 AUTOMOBILE LIABILITY	68,566.00	68,566.00	0.00	60,012.06	8,553.94
01-12-6003 LIABILITY-FIRE & CASUALTY INSR	103,000.00	103,000.00	9,875.22	115,049.55	-12,049.55
01-12-6005 SURETY BONDS	566.00	566.00	0.00	565.46	0.54
Category: 60 - OTHER SERVICES Total:	172,132.00	172,132.00	9,875.22	175,627.07	-3,495.07
Category: 97 - INTERFUND ACTIVITY					
01-12-9760 TRANSFER TO CAPITAL IMPROVEMENTS	9,281,348.00	9,281,348.00	0.00	0.00	9,281,348.00
01-12-9763 TRANSFER TO TIRZ 3	100,000.00	100,000.00	0.00	0.00	100,000.00
01-12-9772 TECHNOLOGY USER FEES	550.00	550.00	0.00	0.00	550.00
Category: 97 - INTERFUND ACTIVITY Total:	9,381,898.00	9,381,898.00	0.00	0.00	9,381,898.00
Department: 12 - LEGAL/OTHER SERVICES Total:	12,399,030.00	12,399,030.00	372,405.03	1,076,834.82	11,322,195.18

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 13 - INFO TECHNOLOGY						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-13-3001	SALARIES	279,137.59	279,137.59	21,397.68	174,490.12	104,647.47
01-13-3003	LONGEVITY	360.10	360.10	39.23	308.22	51.88
01-13-3007	OVERTIME	0.00	0.00	0.00	209.22	-209.22
01-13-3010	INCENTIVES	7,000.00	7,000.00	323.08	2,334.05	4,665.95
01-13-3051	FICA/MEDICARE TAXES	20,882.86	20,882.86	1,621.17	13,206.48	7,676.38
01-13-3052	WORKMEN'S COMPENSATION	540.00	540.00	0.00	419.66	120.34
01-13-3053	UNEMPLOYMENT INSURANCE	279.53	279.53	22.01	206.41	73.12
01-13-3054	RETIREMENT	47,926.89	47,926.89	3,523.66	28,296.33	19,630.56
01-13-3055	HEALTH INSURANCE	31,114.98	31,114.98	2,393.46	19,831.53	11,283.45
01-13-3056	LIFE INS	211.38	211.38	16.26	134.73	76.65
01-13-3057	DENTAL INSURANCE	2,993.90	2,993.90	211.86	1,755.42	1,238.48
01-13-3058	LONG-TERM DISABILITY	1,202.87	1,202.87	56.46	460.47	742.40
01-13-3060	VISION INSURANCE	413.92	413.92	31.84	263.81	150.11
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		392,064.02	392,064.02	29,636.71	241,916.45	150,147.57
Category: 35 - SUPPLIES						
01-13-3502	POSTAGE/FREIGHT	500.00	500.00	0.00	0.00	500.00
01-13-3503	OFFICE SUPPLIES	250.00	250.00	0.00	93.92	156.08
01-13-3504	WEARING APPAREL	400.00	400.00	0.00	400.97	-0.97
01-13-3509	COMPUTER SUPPLIES	2,200.00	2,200.00	0.00	1,026.13	1,173.87
01-13-3510	BOOKS & PERIODICALS	100.00	100.00	0.00	0.00	100.00
Category: 35 - SUPPLIES Total:		3,450.00	3,450.00	0.00	1,521.02	1,928.98
Category: 45 - MAINTENANCE						
01-13-4501	FURN. FIXTURES. OFF EQUIPMENT	6,314.00	6,314.00	748.61	4,925.79	1,388.21
01-13-4502	COMPUTER EQUIPMENT	9,500.00	9,500.00	671.15	6,638.06	2,861.94
01-13-4504	SOFTWARE MAINTENANCE	466,000.00	466,000.00	50,137.05	145,578.52	320,421.48
Category: 45 - MAINTENANCE Total:		481,814.00	481,814.00	51,556.81	157,142.37	324,671.63
Category: 50 - SERVICES						
01-13-5020	COMMUNICATIONS	50,145.19	50,145.19	4,519.14	28,619.54	21,525.65
01-13-5027	MEMBERSHIPS/SUBSCRIPT	1,450.00	1,450.00	0.00	1,686.16	-236.16
01-13-5029	TRAVEL/TRAINING	7,600.00	7,600.00	274.70	1,657.72	5,942.28
Category: 50 - SERVICES Total:		59,195.19	59,195.19	4,793.84	31,963.42	27,231.77
Category: 55 - PROFESSIONAL SERVICES						
01-13-5515	CONSULTANT SERVICES	60,000.00	60,000.00	0.00	11,568.11	48,431.89
Category: 55 - PROFESSIONAL SERVICES Total:		60,000.00	60,000.00	0.00	11,568.11	48,431.89
Category: 65 - CAPITAL OUTLAY						
01-13-6573	COMPUTER EQUIPMENT	4,000.00	4,000.00	0.00	2,080.37	1,919.63
01-13-6574	COMPUTER SOFTWARE	0.00	0.00	0.00	21.28	-21.28
Category: 65 - CAPITAL OUTLAY Total:		4,000.00	4,000.00	0.00	2,101.65	1,898.35
Category: 97 - INTERFUND ACTIVITY						
01-13-9772	TECHNOLOGY USER FEE	86,240.00	86,240.00	0.00	0.00	86,240.00
Category: 97 - INTERFUND ACTIVITY Total:		86,240.00	86,240.00	0.00	0.00	86,240.00
Department: 13 - INFO TECHNOLOGY Total:		1,086,763.21	1,086,763.21	85,987.36	446,213.02	640,550.19

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 14 - PURCHASING						
Category: 35 - SUPPLIES						
01-14-3502	POSTAGE/FREIGHT	21,000.00	21,000.00	546.86	10,721.80	10,278.20
01-14-3503	OFFICE SUPPLIES	3,000.00	3,000.00	0.00	1,881.12	1,118.88
	Category: 35 - SUPPLIES Total:	24,000.00	24,000.00	546.86	12,602.92	11,397.08
Category: 50 - SERVICES						
01-14-5022	RENTAL OF EQUIPMENT	2,675.00	2,675.00	668.25	2,004.75	670.25
	Category: 50 - SERVICES Total:	2,675.00	2,675.00	668.25	2,004.75	670.25
	Department: 14 - PURCHASING Total:	26,675.00	26,675.00	1,215.11	14,607.67	12,067.33

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 15 - ACCOUNTING SERVICES						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-15-3001	SALARIES	315,840.91	315,840.91	24,385.12	154,198.31	161,642.60
01-15-3003	LONGEVITY	1,140.10	1,140.10	90.01	693.99	446.11
01-15-3007	OVERTIME	2,900.00	2,900.00	0.00	120.83	2,779.17
01-15-3010	INCENTIVES	600.08	600.08	0.00	0.00	600.08
01-15-3051	FICA/MEDICARE TAXES	23,673.03	23,673.03	1,862.70	11,729.16	11,943.87
01-15-3052	WORKMEN'S COMPENSATION	550.00	550.00	0.00	419.66	130.34
01-15-3053	UNEMPLOYMENT INSURANCE	320.48	320.48	24.58	173.21	147.27
01-15-3054	RETIREMENT	54,192.78	54,192.78	3,935.71	24,518.77	29,674.01
01-15-3055	HEALTH INSURANCE	31,114.98	31,114.98	1,314.32	10,890.08	20,224.90
01-15-3056	LIFE INS	211.38	211.38	16.26	100.66	110.72
01-15-3057	DENTAL INSURANCE	2,505.88	2,505.88	124.70	1,033.23	1,472.65
01-15-3058	LONG-TERM DISABILITY	1,212.71	1,212.71	63.90	402.86	809.85
01-15-3060	VISION INSURANCE	237.12	237.12	14.68	121.63	115.49
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		434,499.45	434,499.45	31,831.98	204,402.39	230,097.06
Category: 35 - SUPPLIES						
01-15-3502	POSTAGE/FREIGHT/DEL.FEE	200.00	200.00	0.00	0.00	200.00
01-15-3503	OFFICE SUPPLIES	700.00	700.00	0.00	594.18	105.82
01-15-3510	BOOKS & PERIODICALS	50.00	50.00	0.00	0.00	50.00
01-15-3520	FOOD	3,400.00	3,400.00	0.00	3,114.49	285.51
Category: 35 - SUPPLIES Total:		4,350.00	4,350.00	0.00	3,708.67	641.33
Category: 45 - MAINTENANCE						
01-15-4501	FURN.FIXT. & OFF.MACH.	500.00	500.00	0.00	448.97	51.03
Category: 45 - MAINTENANCE Total:		500.00	500.00	0.00	448.97	51.03
Category: 50 - SERVICES						
01-15-5012	PRINTING	1,200.00	1,200.00	0.00	0.00	1,200.00
01-15-5020	COMMUNICATIONS	2,299.90	2,299.90	208.05	1,261.41	1,038.49
01-15-5027	MEMBERSHIPS	400.00	400.00	0.00	243.18	156.82
01-15-5029	TRAVEL/TRAINING	4,000.00	4,000.00	0.00	730.00	3,270.00
Category: 50 - SERVICES Total:		7,899.90	7,899.90	208.05	2,234.59	5,665.31
Category: 54 - SUNDRY						
01-15-5405	PERMITS & FEES	1,000.00	1,000.00	0.00	345.00	655.00
Category: 54 - SUNDRY Total:		1,000.00	1,000.00	0.00	345.00	655.00
Category: 55 - PROFESSIONAL SERVICES						
01-15-5501	AUDITS/CONTRACTS/STUDIES	50,000.00	50,000.00	21,561.00	33,137.87	16,862.13
Category: 55 - PROFESSIONAL SERVICES Total:		50,000.00	50,000.00	21,561.00	33,137.87	16,862.13
Category: 97 - INTERFUND ACTIVITY						
01-15-9772	TECHNOLOGY USER FEE	2,775.00	2,775.00	0.00	0.00	2,775.00
Category: 97 - INTERFUND ACTIVITY Total:		2,775.00	2,775.00	0.00	0.00	2,775.00
Department: 15 - ACCOUNTING SERVICES Total:		501,024.35	501,024.35	53,601.03	244,277.49	256,746.86

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 16 - CUSTOMER SERVICE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-16-3001	SALARIES	49,639.41	49,639.41	3,819.20	30,947.90	18,691.51
01-16-3003	LONGEVITY	840.06	840.06	69.24	553.90	286.16
01-16-3007	OVERTIME	100.00	100.00	0.00	0.00	100.00
01-16-3010	INCENTIVES	479.96	479.96	83.08	688.38	-208.42
01-16-3051	FICA/MEDICARE TAXES	3,557.72	3,557.72	280.74	2,271.31	1,286.41
01-16-3052	WORKMEN'S COMPENSATION	175.00	175.00	0.00	139.89	35.11
01-16-3053	UNEMPLOYMENT INSURANCE	51.06	51.06	0.00	9.01	42.05
01-16-3054	RETIREMENT	8,663.10	8,663.10	636.24	5,081.53	3,581.57
01-16-3055	HEALTH INSURANCE	15,953.08	15,953.08	1,227.16	10,167.90	5,785.18
01-16-3056	LIFE INS	70.46	70.46	5.42	44.91	25.55
01-16-3057	DENTAL INSURANCE	1,252.94	1,252.94	0.00	0.00	1,252.94
01-16-3058	LONG-TERM DISABILITY	243.23	243.23	9.96	80.77	162.46
01-16-3060	VISION INSURANCE	83.72	83.72	6.44	53.36	30.36
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		81,109.74	81,109.74	6,137.48	50,038.86	31,070.88
Category: 35 - SUPPLIES						
01-16-3503	OFFICE SUPPLIES	500.00	500.00	0.00	126.89	373.11
Category: 35 - SUPPLIES Total:		500.00	500.00	0.00	126.89	373.11
Category: 45 - MAINTENANCE						
01-16-4501	FURN., FIX, & OFF MACH EQ	400.00	400.00	0.00	0.00	400.00
Category: 45 - MAINTENANCE Total:		400.00	400.00	0.00	0.00	400.00
Category: 50 - SERVICES						
01-16-5020	COMMUNICATIONS	1,100.00	1,100.00	36.93	670.72	429.28
Category: 50 - SERVICES Total:		1,100.00	1,100.00	36.93	670.72	429.28
Category: 55 - PROFESSIONAL SERVICES						
01-16-5527	HARRIS CTY APPRAISAL DIST	66,500.00	66,500.00	21,373.00	62,327.00	4,173.00
01-16-5528	HARRIS CTY TAX OFFICE	7,000.00	7,000.00	0.00	5,856.48	1,143.52
Category: 55 - PROFESSIONAL SERVICES Total:		73,500.00	73,500.00	21,373.00	68,183.48	5,316.52
Category: 97 - INTERFUND ACTIVITY						
01-16-9772	TECHNOLOGY USER FEE	437.50	437.50	0.00	0.00	437.50
Category: 97 - INTERFUND ACTIVITY Total:		437.50	437.50	0.00	0.00	437.50
Department: 16 - CUSTOMER SERVICE Total:		157,047.24	157,047.24	27,547.41	119,019.95	38,027.29

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 19 - MUNICIPAL COURT						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-19-3001	SALARIES	184,343.88	184,343.88	12,967.38	107,568.86	76,775.02
01-19-3003	LONGEVITY	1,439.88	1,439.88	122.31	966.24	473.64
01-19-3007	OVERTIME	5,000.00	5,000.00	0.00	0.00	5,000.00
01-19-3010	INCENTIVES	600.08	600.08	46.16	382.47	217.61
01-19-3051	FICA/MEDICARE TAXES	14,111.15	14,111.15	1,050.75	8,589.32	5,521.83
01-19-3052	WORKMEN'S COMPENSATION	469.00	469.00	0.00	419.66	49.34
01-19-3053	UNEMPLOYMENT INSURANCE	191.39	191.39	8.70	98.58	92.81
01-19-3054	RETIREMENT	31,685.26	31,685.26	2,304.61	18,571.63	13,113.63
01-19-3055	HEALTH INSURANCE	45,791.20	45,791.20	4,067.50	41,745.87	4,045.33
01-19-3056	LIFE INS	281.84	281.84	16.26	134.73	147.11
01-19-3057	DENTAL INSURANCE	3,481.92	3,481.92	261.48	2,166.55	1,315.37
01-19-3058	LONG-TERM DISABILITY	903.28	903.28	37.10	303.56	599.72
01-19-3060	VISION INSURANCE	462.02	462.02	25.50	211.28	250.74
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		288,760.90	288,760.90	20,907.75	181,158.75	107,602.15
Category: 35 - SUPPLIES						
01-19-3503	OFFICE SUPPLIES	2,000.00	2,000.00	0.00	670.00	1,330.00
01-19-3510	BOOKS & PERIODICALS	200.00	200.00	0.00	210.35	-10.35
01-19-3523	TOOLS/EQUIPMENT	100.00	100.00	0.00	0.00	100.00
Category: 35 - SUPPLIES Total:		2,300.00	2,300.00	0.00	880.35	1,419.65
Category: 45 - MAINTENANCE						
01-19-4501	FURN., FIXT. & OFF. MACH.	500.00	500.00	0.00	0.00	500.00
Category: 45 - MAINTENANCE Total:		500.00	500.00	0.00	0.00	500.00
Category: 50 - SERVICES						
01-19-5012	PRINTING	2,000.00	2,000.00	0.00	0.00	2,000.00
01-19-5020	COMMUNICATIONS	1,100.00	1,100.00	189.61	1,482.35	-382.35
01-19-5027	MEMBERSHIPS	300.00	300.00	0.00	55.00	245.00
01-19-5029	TRAVEL/TRAINING	3,500.00	3,500.00	0.00	591.90	2,908.10
Category: 50 - SERVICES Total:		6,900.00	6,900.00	189.61	2,129.25	4,770.75
Category: 54 - SUNDRY						
01-19-5404	JURY EXPENSE	800.00	800.00	0.00	0.00	800.00
Category: 54 - SUNDRY Total:		800.00	800.00	0.00	0.00	800.00
Category: 55 - PROFESSIONAL SERVICES						
01-19-5505	JUDGES	41,000.00	41,000.00	1,500.00	12,700.00	28,300.00
01-19-5506	PROSECUTORS	33,000.00	33,000.00	0.00	23,100.00	9,900.00
01-19-5516	COLLECTION AGENCY FEES	3,950.00	3,950.00	0.00	1,213.00	2,737.00
01-19-5518	INTERPRETERS	3,000.00	3,000.00	0.00	1,498.41	1,501.59
Category: 55 - PROFESSIONAL SERVICES Total:		80,950.00	80,950.00	1,500.00	38,511.41	42,438.59
Department: 19 - MUNICIPAL COURT Total:		380,210.90	380,210.90	22,597.36	222,679.76	157,531.14

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 21 - POLICE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-21-3001	SALARIES	2,883,963.92	2,883,963.92	201,072.81	1,735,234.48	1,148,729.44
01-21-3003	LONGEVITY	8,880.04	8,880.04	570.05	4,588.33	4,291.71
01-21-3007	OVERTIME	110,000.00	110,000.00	14,126.79	161,378.44	-51,378.44
01-21-3010	INCENTIVES	43,798.54	43,798.54	5,654.50	51,503.09	-7,704.55
01-21-3014	S.T.E.P. PROGRAM	90,000.00	90,000.00	2,850.08	23,659.63	66,340.37
01-21-3051	FICA/MEDICARE TAXES	222,188.02	222,188.02	16,638.63	146,994.78	75,193.24
01-21-3052	WORKMEN'S COMPENSATION	50,000.00	50,000.00	0.00	44,310.52	5,689.48
01-21-3053	UNEMPLOYMENT INSURANCE	3,136.65	3,136.65	372.35	2,138.83	997.82
01-21-3054	RETIREMENT	499,535.19	499,535.19	35,943.56	311,926.89	187,608.30
01-21-3055	HEALTH INSURANCE	445,105.70	445,105.70	32,663.39	261,150.45	183,955.25
01-21-3056	LIFE INS	2,254.72	2,254.72	153.98	1,248.99	1,005.73
01-21-3057	DENTAL INSURANCE	29,385.20	29,385.20	2,057.98	16,856.70	12,528.50
01-21-3058	LONG-TERM DISABILITY	12,948.19	12,948.19	502.81	4,312.37	8,635.82
01-21-3060	VISION INSURANCE	3,675.10	3,675.10	268.76	2,173.62	1,501.48
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		4,404,871.27	4,404,871.27	312,875.69	2,767,477.12	1,637,394.15
Category: 35 - SUPPLIES						
01-21-3502	POSTAGE/FREIGHT/DEL. FEE	1,000.00	1,000.00	0.00	106.22	893.78
01-21-3503	OFFICE SUPPLIES	10,000.00	10,000.00	0.00	4,720.26	5,279.74
01-21-3504	WEARING APPAREL	29,474.00	29,474.00	2,840.53	22,414.79	7,059.21
01-21-3505	CRIME PREVENTION SUPPLIES	5,000.00	5,000.00	328.95	3,540.38	1,459.62
01-21-3508	CRIME SCENE SUPPLIES	8,000.00	8,000.00	0.00	7,161.30	838.70
01-21-3510	BOOKS AND PERIODICALS	6,450.00	6,450.00	27.00	5,914.13	535.87
01-21-3515	MEDICAL SUPPLIES	2,000.00	2,000.00	0.00	1,839.68	160.32
01-21-3519	AMMUNITION AND TARGETS	10,000.00	10,000.00	0.00	9,747.58	252.42
01-21-3520	FOOD	4,800.00	4,800.00	0.00	3,924.22	875.78
01-21-3523	TOOLS/EQUIPMENT	16,700.00	16,700.00	0.00	8,238.64	8,461.36
01-21-3534	PARTS AND MATERIALS	500.00	500.00	0.00	0.00	500.00
Category: 35 - SUPPLIES Total:		93,924.00	93,924.00	3,196.48	67,607.20	26,316.80
Category: 45 - MAINTENANCE						
01-21-4501	FURN. FIXT. & OFF. MACH.	5,597.00	5,597.00	323.44	4,325.20	1,271.80
01-21-4503	RADIO AND RADAR EQUIPMENT	12,500.00	12,500.00	9,086.52	11,976.68	523.32
01-21-4510	VEHICLE CLEANING	3,000.00	3,000.00	25.99	2,298.34	701.66
01-21-4520	AUTO REPAIR/OUTSOURCED	50,000.00	50,000.00	5,990.39	51,459.91	-1,459.91
01-21-4599	MISCELLANEOUS EQUIPMENT	1,300.00	1,300.00	0.00	614.49	685.51
Category: 45 - MAINTENANCE Total:		72,397.00	72,397.00	15,426.34	70,674.62	1,722.38
Category: 50 - SERVICES						
01-21-5012	PRINTING	2,000.00	2,000.00	0.00	2,102.06	-102.06
01-21-5015	LAB TESTS	2,400.00	2,400.00	0.00	0.00	2,400.00
01-21-5020	COMMUNICATIONS	19,799.72	19,799.72	1,685.66	10,969.14	8,830.58
01-21-5022	RENTAL OF EQUIPMENT	10,000.00	10,000.00	775.00	5,425.00	4,575.00
01-21-5027	MEMBERSHIPS	2,600.00	2,600.00	0.00	1,149.18	1,450.82
01-21-5029	TRAVEL/TRAINING	53,250.00	53,250.00	-1,400.00	40,218.17	13,031.83
01-21-5030	MAINTENANCE AGREEMENT	157,150.00	157,150.00	0.00	7,095.00	150,055.00
Category: 50 - SERVICES Total:		247,199.72	247,199.72	1,060.66	66,958.55	180,241.17
Category: 54 - SUNDRY						
01-21-5402	JAIL EXPENSE	3,000.00	3,000.00	0.00	1,692.55	1,307.45
Category: 54 - SUNDRY Total:		3,000.00	3,000.00	0.00	1,692.55	1,307.45
Category: 55 - PROFESSIONAL SERVICES						
01-21-5515	CONSULTANT SERVICES	1,800.00	1,800.00	0.00	1,555.00	245.00
Category: 55 - PROFESSIONAL SERVICES Total:		1,800.00	1,800.00	0.00	1,555.00	245.00
Category: 60 - OTHER SERVICES						
01-21-6003	LIABILITY-FIRE & CASUALTY INSR	25,000.00	25,000.00	0.00	24,890.04	109.96
01-21-6005	NOTARY SURETY BONDS	340.00	340.00	0.00	0.00	340.00
Category: 60 - OTHER SERVICES Total:		25,340.00	25,340.00	0.00	24,890.04	449.96

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 65 - CAPITAL OUTLAY					
01-21-6572 SPECIAL EQUIPMENT-	115,000.00	115,000.00	0.00	0.00	115,000.00
01-21-6574 COMPUTER SOFTWARE	0.00	0.00	0.00	1,779.00	-1,779.00
Category: 65 - CAPITAL OUTLAY Total:	115,000.00	115,000.00	0.00	1,779.00	113,221.00
Category: 97 - INTERFUND ACTIVITY					
01-21-9772 TECHNOLOGY USER FEE	1,987.50	1,987.50	0.00	0.00	1,987.50
Category: 97 - INTERFUND ACTIVITY Total:	1,987.50	1,987.50	0.00	0.00	1,987.50
Department: 21 - POLICE Total:	4,965,519.49	4,965,519.49	332,559.17	3,002,634.08	1,962,885.41

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 23 - COMMUNICATIONS						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-23-3001	SALARIES	610,976.85	610,976.85	41,297.95	334,035.90	276,940.95
01-23-3003	LONGEVITY	2,759.90	2,759.90	210.03	1,641.91	1,117.99
01-23-3007	OVERTIME	94,000.00	94,000.00	8,084.64	67,125.52	26,874.48
01-23-3010	INCENTIVES	9,359.74	9,359.74	1,490.75	10,337.59	-977.85
01-23-3051	FICA/MEDICARE TAXES	48,434.86	48,434.86	3,792.68	30,642.41	17,792.45
01-23-3052	WORKMEN'S COMPENSATION	1,800.00	1,800.00	0.00	1,258.98	541.02
01-23-3053	UNEMPLOYMENT INSURANCE	717.10	717.10	49.14	486.18	230.92
01-23-3054	RETIREMENT	106,028.43	106,028.43	8,183.55	65,305.52	40,722.91
01-23-3055	HEALTH INSURANCE	130,593.06	130,593.06	6,872.99	57,487.08	73,105.98
01-23-3056	LIFE INS	634.14	634.14	45.73	352.21	281.93
01-23-3057	DENTAL INSURANCE	8,216.78	8,216.78	434.72	3,503.21	4,713.57
01-23-3058	LONG-TERM DISABILITY	2,735.75	2,735.75	111.95	900.28	1,835.47
01-23-3060	VISION INSURANCE	1,136.46	1,136.46	70.06	563.47	572.99
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		1,017,393.07	1,017,393.07	70,644.19	573,640.26	443,752.81
Category: 35 - SUPPLIES						
01-23-3502	POSTAGE	100.00	100.00	0.00	0.00	100.00
01-23-3503	OFFICE SUPPLIES	6,390.00	6,390.00	0.00	2,976.07	3,413.93
01-23-3504	WEARING APPAREL	3,475.00	3,475.00	0.00	1,655.00	1,820.00
01-23-3510	BOOKS AND PERIODICALS	400.00	400.00	0.00	0.00	400.00
01-23-3523	TOOLS/EQUIPMENT	3,000.00	3,000.00	330.00	516.16	2,483.84
Category: 35 - SUPPLIES Total:		13,365.00	13,365.00	330.00	5,147.23	8,217.77
Category: 45 - MAINTENANCE						
01-23-4501	FURN.FIXT. & OFF.MACH.	6,800.00	6,800.00	0.00	0.00	6,800.00
01-23-4503	RADIO AND RADAR EQUIPMENT	1,250.00	1,250.00	725.00	950.00	300.00
01-23-4505	TELEPHONE MAINTENANCE	13,400.00	13,400.00	0.00	0.00	13,400.00
01-23-4599	MISCELLANEOUS EQUIPMENT	1,000.00	1,000.00	0.00	913.73	86.27
Category: 45 - MAINTENANCE Total:		22,450.00	22,450.00	725.00	1,863.73	20,586.27
Category: 50 - SERVICES						
01-23-5012	PRINTING	100.00	100.00	0.00	103.21	-3.21
01-23-5020	COMMUNICATIONS	3,600.08	3,600.08	229.82	1,778.05	1,822.03
01-23-5024	RADIO USAGE FEES	2,000.00	2,000.00	100.00	584.00	1,416.00
01-23-5027	MEMBERSHIPS	1,200.00	1,200.00	0.00	590.15	609.85
01-23-5029	TRAVEL/TRAINING	10,000.00	10,000.00	0.00	2,988.09	7,011.91
Category: 50 - SERVICES Total:		16,900.08	16,900.08	329.82	6,043.50	10,856.58
Category: 60 - OTHER SERVICES						
01-23-6005	SURETY BONDS	600.00	600.00	0.00	0.00	600.00
Category: 60 - OTHER SERVICES Total:		600.00	600.00	0.00	0.00	600.00
Category: 97 - INTERFUND ACTIVITY						
01-23-9772	TECHNOLOGY USER FEE	53,100.00	53,100.00	0.00	0.00	53,100.00
Category: 97 - INTERFUND ACTIVITY Total:		53,100.00	53,100.00	0.00	0.00	53,100.00
Department: 23 - COMMUNICATIONS Total:		1,123,808.15	1,123,808.15	72,029.01	586,694.72	537,113.43

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 25 - FIRE DEPARTMENT						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-25-3001	SALARIES	1,756,560.21	1,756,560.21	129,691.97	1,126,804.00	629,756.21
01-25-3002	WAGES	45,000.00	45,000.00	5,336.66	53,957.20	-8,957.20
01-25-3003	LONGEVITY	4,260.36	4,260.36	415.42	3,333.99	926.37
01-25-3007	OVERTIME	276,000.00	276,000.00	26,981.54	274,759.51	1,240.49
01-25-3010	INCENTIVES	89,439.80	89,439.80	4,209.17	31,453.95	57,985.85
01-25-3051	FICA/MEDICARE TAXES	148,618.04	148,618.04	12,499.29	112,033.32	36,584.72
01-25-3052	WORKMEN'S COMPENSATION	32,000.00	32,000.00	0.00	22,701.82	9,298.18
01-25-3053	UNEMPLOYMENT INSURANCE	2,171.21	2,171.21	163.83	1,751.46	419.75
01-25-3054	RETIREMENT	303,535.61	303,535.61	25,882.09	226,909.64	76,625.97
01-25-3055	HEALTH INSURANCE	281,764.55	281,764.55	22,693.58	182,037.10	99,727.45
01-25-3056	LIFE INS	1,362.90	1,362.90	104.86	856.25	506.65
01-25-3057	DENTAL INSURANCE	18,660.68	18,660.68	1,433.40	11,392.13	7,268.55
01-25-3058	LONG-TERM DISABILITY	7,803.94	7,803.94	326.00	2,822.75	4,981.19
01-25-3059	FIREFIGHTERS' RETIREMENT	26,000.00	26,000.00	0.00	14,573.00	11,427.00
01-25-3060	VISION INSURANCE	2,395.50	2,395.50	182.50	1,506.34	889.16
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		2,995,572.80	2,995,572.80	229,920.31	2,066,892.46	928,680.34
Category: 35 - SUPPLIES						
01-25-3502	SHIPPING/FREIGHT CHARGES	500.00	500.00	0.00	14.83	485.17
01-25-3503	OFFICE SUPPLIES	6,999.00	6,999.00	0.00	1,093.95	5,905.05
01-25-3504	WEARING APPAREL	162,350.00	162,350.00	58,214.00	101,705.22	60,644.78
01-25-3505	FIRE PREVENTION MATERIALS	2,900.00	2,900.00	0.00	2,513.00	387.00
01-25-3510	BOOKS AND PERIODICALS	1,150.00	1,150.00	0.00	0.00	1,150.00
01-25-3515	MEDICAL SUPPLIES	40,000.00	40,000.00	-608.09	23,562.95	16,437.05
01-25-3517	JANITORIAL SUPPLIES	1,400.00	1,400.00	0.00	673.23	726.77
01-25-3520	FOOD	11,900.00	11,900.00	0.00	4,872.62	7,027.38
01-25-3523	TOOLS/EQUIPMENT	69,000.00	69,000.00	3,705.90	28,936.23	40,063.77
01-25-3524	FEMA SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00
01-25-3525	FEMA EQUIPMENT/REPAIRS	5,000.00	5,000.00	4,850.00	4,850.00	150.00
Category: 35 - SUPPLIES Total:		306,199.00	306,199.00	66,161.81	168,222.03	137,976.97
Category: 45 - MAINTENANCE						
01-25-4501	FURN, FIXT, & OFFICE EQPT.	10,700.00	10,700.00	267.35	2,983.57	7,716.43
01-25-4503	RADIO AND RADAR EQUIPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00
01-25-4520	AUTO REPAIR/OUTSOURCED	75,000.00	75,000.00	30,824.21	28,347.56	46,652.44
01-25-4599	MAINTENANCE-MISC EQUIPMENT	45,749.00	45,749.00	1,120.62	33,076.56	12,672.44
Category: 45 - MAINTENANCE Total:		133,949.00	133,949.00	32,212.18	64,407.69	69,541.31
Category: 50 - SERVICES						
01-25-5012	PRINTING	750.00	750.00	0.00	183.56	566.44
01-25-5014	MEDICAL EXPENSES	31,000.00	31,000.00	0.00	28,000.00	3,000.00
01-25-5020	COMMUNICATIONS	14,843.04	14,843.04	793.25	6,744.37	8,098.67
01-25-5024	RADIO USAGE FEES	15,900.00	15,900.00	2,225.00	7,787.50	8,112.50
01-25-5027	MEMBERSHIPS	7,115.00	7,115.00	0.00	1,048.16	6,066.84
01-25-5029	TRAVEL/TRAINING	22,525.00	22,525.00	0.00	11,510.27	11,014.73
Category: 50 - SERVICES Total:		92,133.04	92,133.04	3,018.25	55,273.86	36,859.18
Category: 54 - SUNDRY						
01-25-5405	LICENSES/PERMITS	1,299.00	1,299.00	0.00	0.00	1,299.00
Category: 54 - SUNDRY Total:		1,299.00	1,299.00	0.00	0.00	1,299.00
Category: 55 - PROFESSIONAL SERVICES						
01-25-5508	MEDICAL AND OTHER WASTE-DISP	1,800.00	1,800.00	65.27	382.29	1,417.71
01-25-5512	ACCIDENT INSURANCE	5,300.00	5,300.00	0.00	0.00	5,300.00
01-25-5516	COLLECTION AGENCY FEES	81,200.00	81,200.00	3,292.35	25,439.46	55,760.54
Category: 55 - PROFESSIONAL SERVICES Total:		88,300.00	88,300.00	3,357.62	25,821.75	62,478.25
Category: 65 - CAPITAL OUTLAY						
01-25-6574	COMPUTER SOFTWARE	0.00	0.00	0.00	1,193.82	-1,193.82
Category: 65 - CAPITAL OUTLAY Total:		0.00	0.00	0.00	1,193.82	-1,193.82
Department: 25 - FIRE DEPARTMENT Total:		3,617,452.84	3,617,452.84	334,670.17	2,381,811.61	1,235,641.23

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 30 - PUBLIC WORKS						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-30-3001	SALARIES	98,398.56	98,398.56	7,807.96	60,946.39	37,452.17
01-30-3003	LONGEVITY	479.96	479.96	41.54	329.01	150.95
01-30-3051	FICA/MEDICARE TAXES	7,561.81	7,561.81	597.84	4,665.59	2,896.22
01-30-3052	WORKMEN'S COMPENSATION	350.00	350.00	0.00	139.89	210.11
01-30-3053	UNEMPLOYMENT INSURANCE	99.30	99.30	7.94	71.04	28.26
01-30-3054	RETIREMENT	17,084.71	17,084.71	1,272.28	9,793.32	7,291.39
01-30-3055	HEALTH INSURANCE	8,575.63	8,575.63	657.16	5,445.04	3,130.59
01-30-3056	LIFE INS	70.74	70.74	5.42	44.91	25.83
01-30-3057	DENTAL INSURANCE	489.88	489.88	37.54	311.05	178.83
01-30-3058	LONG-TERM DISABILITY	471.83	471.83	20.62	161.06	310.77
01-30-3060	VISION INSURANCE	107.52	107.52	8.24	68.27	39.25
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		133,689.94	133,689.94	10,456.54	81,975.57	51,714.37
Category: 35 - SUPPLIES						
01-30-3502	POSTAGE/FREIGHT/DEL. FEE	100.00	100.00	0.00	8.86	91.14
01-30-3503	OFFICE SUPPLIES	3,000.00	3,000.00	0.00	1,349.11	1,650.89
01-30-3504	WEARING APPAREL	250.00	250.00	0.00	313.97	-63.97
01-30-3510	BOOKS AND PERIODICALS	100.00	100.00	0.00	0.00	100.00
01-30-3520	FOOD	2,500.00	2,500.00	0.00	1,848.67	651.33
Category: 35 - SUPPLIES Total:		5,950.00	5,950.00	0.00	3,520.61	2,429.39
Category: 50 - SERVICES						
01-30-5012	PRINTING	300.00	300.00	0.00	130.74	169.26
01-30-5020	COMMUNICATIONS	2,819.80	2,819.80	417.31	3,642.07	-822.27
01-30-5027	MEMBERSHIPS	8,000.00	8,000.00	0.00	7,342.68	657.32
01-30-5029	TRAVEL/TRAINING	4,000.00	4,000.00	0.00	120.00	3,880.00
Category: 50 - SERVICES Total:		15,119.80	15,119.80	417.31	11,235.49	3,884.31
Category: 55 - PROFESSIONAL SERVICES						
01-30-5515	CONSULTANT SERVICES	70,000.00	70,000.00	10,555.00	36,717.50	33,282.50
Category: 55 - PROFESSIONAL SERVICES Total:		70,000.00	70,000.00	10,555.00	36,717.50	33,282.50
Category: 65 - CAPITAL OUTLAY						
01-30-6574	COMPUTER SOFTWARE	1,600.00	1,600.00	0.00	0.00	1,600.00
Category: 65 - CAPITAL OUTLAY Total:		1,600.00	1,600.00	0.00	0.00	1,600.00
Category: 97 - INTERFUND ACTIVITY						
01-30-9772	TECHNOLOGY USER FEE	1,975.00	1,975.00	0.00	0.00	1,975.00
01-30-9791	EQUIPMENT USER FEE	8,752.00	8,752.00	0.00	0.00	8,752.00
Category: 97 - INTERFUND ACTIVITY Total:		10,727.00	10,727.00	0.00	0.00	10,727.00
Department: 30 - PUBLIC WORKS Total:		237,086.74	237,086.74	21,428.85	133,449.17	103,637.57

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 31 - COMMUNITY DEVELOPMENT						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-31-3001	SALARIES	200,822.68	200,822.68	15,991.80	123,180.42	77,642.26
01-31-3003	LONGEVITY	360.10	360.10	32.32	282.97	77.13
01-31-3007	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00
01-31-3010	INCENTIVES	479.96	479.96	429.22	3,510.24	-3,030.28
01-31-3051	FICA/MEDICARE TAXES	14,732.54	14,732.54	1,212.20	9,600.03	5,132.51
01-31-3052	WORKMEN'S COMPENSATION	1,100.00	1,100.00	0.00	449.73	650.27
01-31-3053	UNEMPLOYMENT INSURANCE	202.66	202.66	26.05	201.63	1.03
01-31-3054	RETIREMENT	34,690.64	34,690.64	2,650.62	20,233.61	14,457.03
01-31-3055	HEALTH INSURANCE	45,467.50	45,467.50	3,050.62	26,429.47	19,038.03
01-31-3056	LIFE INS	94.90	94.90	11.78	73.46	21.44
01-31-3057	DENTAL INSURANCE	2,993.90	2,993.90	162.24	1,544.21	1,449.69
01-31-3058	LONG-TERM DISABILITY	991.67	991.67	41.97	324.61	667.06
01-31-3060	VISION INSURANCE	367.64	367.64	28.28	226.08	141.56
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		303,304.19	303,304.19	23,637.10	186,056.46	117,247.73
Category: 35 - SUPPLIES						
01-31-3503	OFFICE SUPPLIES	3,000.00	3,000.00	0.00	1,384.28	1,615.72
01-31-3504	WEARING APPAREL	750.00	750.00	0.00	567.15	182.85
01-31-3510	BOOKS AND PERIODICALS	700.00	700.00	0.00	0.00	700.00
01-31-3521	ANIMAL CONTROL	5,000.00	5,000.00	0.00	0.00	5,000.00
01-31-3523	TOOLS/EQUIPMENT	300.00	300.00	0.00	0.00	300.00
Category: 35 - SUPPLIES Total:		9,750.00	9,750.00	0.00	1,951.43	7,798.57
Category: 45 - MAINTENANCE						
01-31-4501	MAINT.-FURNITURE AND EQUIP.	0.00	0.00	0.00	526.47	-526.47
Category: 45 - MAINTENANCE Total:		0.00	0.00	0.00	526.47	-526.47
Category: 50 - SERVICES						
01-31-5008	ABATEMENT/SUBSTANDARD PROPERTY	100.00	100.00	0.00	190.40	-90.40
01-31-5012	PRINTING	600.00	600.00	0.00	90.20	509.80
01-31-5020	COMMUNICATIONS	3,599.80	3,599.80	240.03	2,432.96	1,166.84
01-31-5027	MEMBERSHIPS	900.00	900.00	0.00	297.18	602.82
01-31-5029	TRAVEL/TRAINING	4,500.00	4,500.00	0.00	4,080.45	419.55
Category: 50 - SERVICES Total:		9,699.80	9,699.80	240.03	7,091.19	2,608.61
Category: 55 - PROFESSIONAL SERVICES						
01-31-5515	CONSULTANT	150,000.00	150,000.00	9,971.72	90,985.98	59,014.02
Category: 55 - PROFESSIONAL SERVICES Total:		150,000.00	150,000.00	9,971.72	90,985.98	59,014.02
Category: 65 - CAPITAL OUTLAY						
01-31-6571	OFFICE FURNITURE & EQUIPMENT	600.00	600.00	0.00	0.00	600.00
Category: 65 - CAPITAL OUTLAY Total:		600.00	600.00	0.00	0.00	600.00
Category: 97 - INTERFUND ACTIVITY						
01-31-9772	TECHNOLOGY USER FEE	2,725.00	2,725.00	0.00	0.00	2,725.00
Category: 97 - INTERFUND ACTIVITY Total:		2,725.00	2,725.00	0.00	0.00	2,725.00
Department: 31 - COMMUNITY DEVELOPMENT Total:		476,078.99	476,078.99	33,848.85	286,611.53	189,467.46

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Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 32 - STREETS						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-32-3001	SALARIES	225,016.27	225,016.27	11,220.32	124,177.99	100,838.28
01-32-3003	LONGEVITY	1,920.36	1,920.36	13.84	415.77	1,504.59
01-32-3007	OVERTIME	15,000.00	15,000.00	141.59	1,189.28	13,810.72
01-32-3010	INCENTIVES	959.92	959.92	36.92	305.91	654.01
01-32-3051	FICA/MEDICARE TAXES	16,136.80	16,136.80	815.47	9,102.05	7,034.75
01-32-3052	WORKMEN'S COMPENSATION	5,602.00	5,602.00	0.00	5,367.83	234.17
01-32-3053	UNEMPLOYMENT INSURANCE	242.91	242.91	4.06	213.99	28.92
01-32-3054	RETIREMENT	38,742.41	38,742.41	1,828.31	19,943.39	18,799.02
01-32-3055	HEALTH INSURANCE	83,668.78	83,668.78	2,963.46	30,468.25	53,200.53
01-32-3056	LIFE INS	281.84	281.84	16.26	134.73	147.11
01-32-3057	DENTAL	4,246.84	4,246.84	211.86	1,606.56	2,640.28
01-32-3058	LONG-TERM DISABILITY	1,102.57	1,102.57	29.29	285.58	816.99
01-32-3060	VISION INSURANCE	567.32	567.32	26.48	231.69	335.63
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		393,488.02	393,488.02	17,307.86	193,443.02	200,045.00
Category: 35 - SUPPLIES						
01-32-3504	WEARING APPAREL	3,000.00	3,000.00	0.00	2,968.59	31.41
01-32-3523	TOOLS/EQUIPMENT	4,000.00	4,000.00	0.00	2,078.19	1,921.81
01-32-3534	PARTS AND MATERIALS	50,000.00	50,000.00	350.40	27,909.97	22,090.03
Category: 35 - SUPPLIES Total:		57,000.00	57,000.00	350.40	32,956.75	24,043.25
Category: 40 - MAINTENANCE--BLDGS, STRUC						
01-32-4002	STREET SIGNS	10,000.00	10,000.00	0.00	11,805.28	-1,805.28
01-32-4003	STREET MAINTENANCE MAT'L	30,000.00	30,000.00	0.00	32,995.85	-2,995.85
01-32-4004	SIDEWALK REPLACEMENT	25,000.00	25,000.00	10,997.00	24,397.00	603.00
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		65,000.00	65,000.00	10,997.00	69,198.13	-4,198.13
Category: 45 - MAINTENANCE						
01-32-4503	RADIO/RADAR EQUIPMENT	800.00	800.00	0.00	0.00	800.00
01-32-4598	ORNMENTAL STREET LIGHT MAIN	3,000.00	3,000.00	0.00	0.00	3,000.00
Category: 45 - MAINTENANCE Total:		3,800.00	3,800.00	0.00	0.00	3,800.00
Category: 50 - SERVICES						
01-32-5016	STREET LIGHTING	185,000.00	185,000.00	14,556.03	125,389.80	59,610.20
01-32-5020	COMMUNICATIONS	1,900.00	1,900.00	237.98	2,097.07	-197.07
01-32-5022	RENTAL OF EQUIPMENT	3,000.00	3,000.00	287.94	1,247.94	1,752.06
01-32-5029	TRAVEL/TRAINING	5,000.00	5,000.00	0.00	2,464.90	2,535.10
Category: 50 - SERVICES Total:		194,900.00	194,900.00	15,081.95	131,199.71	63,700.29
Category: 55 - PROFESSIONAL SERVICES						
01-32-5507	MOSQUITO SPRAYING	16,000.00	16,000.00	1,722.50	6,890.00	9,110.00
01-32-5515	CONSULTANT SERVICES	5,000.00	5,000.00	0.00	5,430.00	-430.00
Category: 55 - PROFESSIONAL SERVICES Total:		21,000.00	21,000.00	1,722.50	12,320.00	8,680.00
Category: 97 - INTERFUND ACTIVITY						
01-32-9772	TECHNOLOGY USER FEE	875.00	875.00	0.00	0.00	875.00
01-32-9791	EQUIPMENT USER FEE	80,873.47	80,873.47	0.00	0.00	80,873.47
Category: 97 - INTERFUND ACTIVITY Total:		81,748.47	81,748.47	0.00	0.00	81,748.47
Department: 32 - STREETS Total:		816,936.49	816,936.49	45,459.71	439,117.61	377,818.88

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 33 - BUILDING MAINTENANCE						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-33-3001	SALARIES	97,179.26	97,179.26	7,257.60	74,473.28	22,705.98
01-33-3002	WAGES	0.00	0.00	0.00	9,624.72	-9,624.72
01-33-3007	OVERTIME	2,000.00	2,000.00	128.74	283.46	1,716.54
01-33-3051	FICA/MEDICARE TAXES	4,258.93	4,258.93	565.04	6,455.14	-2,196.21
01-33-3052	WORKMEN'S COMPENSATION	1,889.00	1,889.00	0.00	1,894.95	-5.95
01-33-3053	UNEMPLOYMENT INSURANCE	61.09	61.09	7.41	117.05	-55.96
01-33-3054	RETIREMENT	16,520.48	16,520.48	1,188.46	13,236.90	3,283.58
01-33-3055	HEALTH INSURANCE	45,143.80	44,783.80	0.00	0.00	44,783.80
01-33-3056	LIFE INS	140.92	140.92	10.84	86.72	54.20
01-33-3057	DENTAL	2,505.88	2,505.88	75.08	600.64	1,905.24
01-33-3058	LONG-TERM DISABILITY	476.18	476.18	19.02	218.16	258.02
01-33-3060	VISION INSURANCE	306.80	306.80	16.48	131.84	174.96
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		170,482.34	170,122.34	9,268.67	107,122.86	62,999.48
Category: 35 - SUPPLIES						
01-33-3504	WEARING APPAREL	750.00	750.00	0.00	1,065.92	-315.92
01-33-3517	JANITORIAL SUPPLIES	10,000.00	10,000.00	0.00	16,340.81	-6,340.81
01-33-3520	FOOD	500.00	500.00	0.00	480.91	19.09
01-33-3523	TOOLS/EQUIPMENT	1,000.00	1,000.00	0.00	2,854.55	-1,854.55
01-33-3540	POWERED EQUIPMENT	1,500.00	1,500.00	0.00	782.75	717.25
01-33-3541	SAFETY PRODUCTS	750.00	750.00	0.00	0.00	750.00
01-33-3542	FIRST AID	250.00	250.00	0.00	0.00	250.00
01-33-3543	SECURITY SUPPLIES	7,000.00	7,000.00	0.00	996.04	6,003.96
Category: 35 - SUPPLIES Total:		21,750.00	21,750.00	0.00	22,520.98	-770.98
Category: 40 - MAINTENANCE--BLDGS, STRUC						
01-33-4001	MAINTENANCE-BLDG & GROUNDS	6,000.00	6,000.00	550.00	6,900.43	-900.43
01-33-4011	CITY HALL/CIVIC CENTER BUILDING MAINT...	13,500.00	13,500.00	0.00	13,319.76	180.24
01-33-4021	POLICE DEPARTMENT BUILDING MAINTEN...	13,000.00	13,000.00	0.00	5,123.18	7,876.82
01-33-4025	FIRE DEPARTMENT BUILDING MAINTENAN...	13,000.00	13,000.00	0.00	13,000.00	0.00
01-33-4030	PUBLIC WORKS BULDING MAINTENANCE	7,000.00	7,000.00	0.00	3,697.01	3,302.99
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		52,500.00	52,500.00	550.00	42,040.38	10,459.62
Category: 45 - MAINTENANCE						
01-33-4501	FURN.,FIXT.,& OFF. MACH.	3,000.00	3,000.00	0.00	3,355.90	-355.90
Category: 45 - MAINTENANCE Total:		3,000.00	3,000.00	0.00	3,355.90	-355.90
Category: 50 - SERVICES						
01-33-5017	UTILITIES	105,000.00	105,000.00	7,523.07	71,208.87	33,791.13
01-33-5020	COMMUNICATIONS	0.00	360.00	32.30	161.50	198.50
01-33-5029	TRAVEL/TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00
01-33-5040	BUILDING MAINT-OUTSOURCING	2,000.00	2,000.00	0.00	0.00	2,000.00
Category: 50 - SERVICES Total:		108,000.00	108,360.00	7,555.37	71,370.37	36,989.63
Category: 55 - PROFESSIONAL SERVICES						
01-33-5521	PEST CONTROL SERVICES	4,000.00	4,000.00	0.00	766.48	3,233.52
01-33-5530	PROFESSIONAL SERVICES	6,000.00	6,000.00	0.00	2,816.44	3,183.56
Category: 55 - PROFESSIONAL SERVICES Total:		10,000.00	10,000.00	0.00	3,582.92	6,417.08
Category: 65 - CAPITAL OUTLAY						
01-33-6580	BLDG & GROUND IMPROVEMENT	70,000.00	70,000.00	2,434.42	66,085.23	3,914.77
01-33-6598	FURN. & EQUIPMENT	0.00	0.00	0.00	1,105.00	-1,105.00
Category: 65 - CAPITAL OUTLAY Total:		70,000.00	70,000.00	2,434.42	67,190.23	2,809.77
Category: 97 - INTERFUND ACTIVITY						
01-33-9772	TECHNOLOGY USER FEE	425.00	425.00	0.00	0.00	425.00
01-33-9791	EQUIPMENT USER FEE	6,964.00	6,964.00	0.00	0.00	6,964.00
Category: 97 - INTERFUND ACTIVITY Total:		7,389.00	7,389.00	0.00	0.00	7,389.00
Department: 33 - BUILDING MAINTENANCE Total:		443,121.34	443,121.34	19,808.46	317,183.64	125,937.70

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 35 - SOLID WASTE						
Category: 55 - PROFESSIONAL SERVICES						
01-35-5508	SOLID WASTECOLLECTION SERVICES	428,406.00	428,406.00	0.00	235,842.79	192,563.21
01-35-5509	STORM CLEAN-UP-DEBRIS REMOVAL	2,900.00	2,900.00	0.00	0.00	2,900.00
01-35-5519	RECYCLING PROGRAM	111,656.00	111,656.00	0.00	62,285.76	49,370.24
Category: 55 - PROFESSIONAL SERVICES Total:		542,962.00	542,962.00	0.00	298,128.55	244,833.45
Department: 35 - SOLID WASTE Total:		542,962.00	542,962.00	0.00	298,128.55	244,833.45

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 36 - FLEET SERVICES					
Category: 30 - SALARIES, WAGES, & BENEFITS					
01-36-3052 WORKMEN'S COMPENSATION	0.00	0.00	0.00	2,635.17	-2,635.17
Category: 30 - SALARIES, WAGES, & BENEFITS Total:	0.00	0.00	0.00	2,635.17	-2,635.17
Category: 35 - SUPPLIES					
01-36-3514 FUEL AND OIL	169,000.00	169,000.00	12,604.73	79,589.39	89,410.61
Category: 35 - SUPPLIES Total:	169,000.00	169,000.00	12,604.73	79,589.39	89,410.61
Category: 45 - MAINTENANCE					
01-36-4520 AUTO REPAIR/OUTSOURCED	50,000.00	50,000.00	1,475.98	10,282.59	39,717.41
Category: 45 - MAINTENANCE Total:	50,000.00	50,000.00	1,475.98	10,282.59	39,717.41
Category: 50 - SERVICES					
01-36-5020 COMMUNICATIONS	1,500.00	1,500.00	36.93	588.47	911.53
Category: 50 - SERVICES Total:	1,500.00	1,500.00	36.93	588.47	911.53
Category: 54 - SUNDRY					
01-36-5405 LICENSES/PERMITS	3,500.00	3,500.00	72.75	2,158.52	1,341.48
Category: 54 - SUNDRY Total:	3,500.00	3,500.00	72.75	2,158.52	1,341.48
Category: 65 - CAPITAL OUTLAY					
01-36-6574 COMPUTER SOFTWARE	13,700.00	13,700.00	0.00	4,942.95	8,757.05
Category: 65 - CAPITAL OUTLAY Total:	13,700.00	13,700.00	0.00	4,942.95	8,757.05
Category: 97 - INTERFUND ACTIVITY					
01-36-9772 TECHNOLOGY USER FEE	1,050.00	1,050.00	0.00	0.00	1,050.00
Category: 97 - INTERFUND ACTIVITY Total:	1,050.00	1,050.00	0.00	0.00	1,050.00
Department: 36 - FLEET SERVICES Total:	238,750.00	238,750.00	14,190.39	100,197.09	138,552.91

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 38 - RECREATION						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-38-3001	SALARIES	74,024.20	74,024.20	5,528.32	37,850.07	36,174.13
01-38-3002	WAGES	100,000.00	100,000.00	2,031.13	6,467.16	93,532.84
01-38-3003	LONGEVITY	120.00	120.00	0.00	29.04	90.96
01-38-3010	INCENTIVES	600.08	600.08	323.08	1,328.63	-728.55
01-38-3051	FICA/MEDICARE TAXES	13,333.54	13,333.54	566.85	3,412.56	9,920.98
01-38-3052	WORKMEN'S COMPENSATION	1,000.00	1,000.00	0.00	0.00	1,000.00
01-38-3053	UNEMPLOYMENT INSURANCE	174.74	174.74	32.94	188.27	-13.53
01-38-3054	RETIREMENT	12,788.12	12,788.12	943.30	6,232.89	6,555.23
01-38-3055	HEALTH INSURANCE	8,543.08	8,543.08	657.16	3,597.86	4,945.22
01-38-3056	LIFE INS	70.46	70.46	5.42	35.04	35.42
01-38-3057	DENTAL	488.02	488.02	37.54	243.10	244.92
01-38-3058	LONG-TERM DISABILITY	365.07	365.07	14.52	99.03	266.04
01-38-3060	VISION INSURANCE	107.12	107.12	8.24	53.33	53.79
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		211,614.43	211,614.43	10,148.50	59,536.98	152,077.45
Category: 35 - SUPPLIES						
01-38-3503	OFFICE SUPPLIES	500.00	500.00	0.00	111.27	388.73
01-38-3504	WEARING APPAREL	3,500.00	3,500.00	0.00	3,330.04	169.96
01-38-3506	CHEMICALS	500.00	500.00	0.00	0.00	500.00
01-38-3517	JANITORIAL SUPPLIES	400.00	400.00	0.00	0.00	400.00
01-38-3523	TOOLS/EQUIPMENT	250.00	250.00	0.00	216.49	33.51
01-38-3526	MINOR EQUIPMENT	250.00	250.00	0.00	0.00	250.00
01-38-3531	RECREATION & EVENTS	3,000.00	3,000.00	0.00	3,058.57	-58.57
01-38-3532	RECREATION AWARDS/PRIZES	2,500.00	2,500.00	0.00	1,629.03	870.97
01-38-3542	FIRST AID	250.00	250.00	0.00	0.00	250.00
01-38-3547	POOL SUPPLIES	5,000.00	5,000.00	0.00	3,142.71	1,857.29
Category: 35 - SUPPLIES Total:		16,150.00	16,150.00	0.00	11,488.11	4,661.89
Category: 40 - MAINTENANCE--BLDGS, STRUC						
01-38-4007	POOL MAINTENANCE	0.00	0.00	-268.22	0.00	0.00
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		0.00	0.00	-268.22	0.00	0.00
Category: 45 - MAINTENANCE						
01-38-4512	EQUIPMENT MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00
Category: 45 - MAINTENANCE Total:		1,000.00	1,000.00	0.00	0.00	1,000.00
Category: 50 - SERVICES						
01-38-5012	PRINTING	8,500.00	8,500.00	312.50	3,182.24	5,317.76
01-38-5020	COMMUNICATIONS	1,359.96	1,359.96	73.85	590.11	769.85
01-38-5022	EQUIPMENT RENTAL	500.00	500.00	0.00	0.00	500.00
01-38-5027	MEMBERSHIPS/SUBSCRIPTIONS	850.00	850.00	0.00	1,062.92	-212.92
01-38-5029	TRAVEL/TRAINING	4,500.00	4,500.00	0.00	4,820.86	-320.86
01-38-5043	GENERAL ADVERTISING	5,000.00	5,000.00	0.00	3,754.89	1,245.11
01-38-5046	FOUNDER'S DAY	50,000.00	50,000.00	7,734.70	50,874.19	-874.19
01-38-5047	EGG HUNTS	2,000.00	2,000.00	0.00	794.09	1,205.91
01-38-5048	FOURTH OF JULY	12,000.00	12,000.00	2,050.00	7,666.98	4,333.02
01-38-5049	FALL FROLIC	3,000.00	3,000.00	0.00	2,917.51	82.49
01-38-5050	HOLIDAY IN THE VILLAGE	7,000.00	7,000.00	0.00	5,472.42	1,527.58
01-38-5051	FOOD TRUCK RALLY	3,000.00	3,000.00	0.00	3,000.00	0.00
01-38-5052	CONCERT SERIES	8,000.00	8,000.00	240.00	10,695.28	-2,695.28
01-38-5053	MOVIE SERIES	2,000.00	2,000.00	0.00	1,505.00	495.00
01-38-5054	POOL EVENTS	1,500.00	1,500.00	0.00	12.47	1,487.53
01-38-5055	RECREATIONAL ACTIVITIES	5,000.00	5,000.00	392.50	3,206.54	1,793.46
Category: 50 - SERVICES Total:		114,209.96	114,209.96	10,803.55	99,555.50	14,654.46
Category: 55 - PROFESSIONAL SERVICES						
01-38-5530	PROFESSIONAL SERVICES	21,500.00	21,500.00	0.00	17,177.25	4,322.75
Category: 55 - PROFESSIONAL SERVICES Total:		21,500.00	21,500.00	0.00	17,177.25	4,322.75

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 97 - INTERFUND ACTIVITY					
01-38-9772 TECHNOLOGY USER FEE	1,100.00	1,100.00	0.00	0.00	1,100.00
Category: 97 - INTERFUND ACTIVITY Total:	1,100.00	1,100.00	0.00	0.00	1,100.00
Department: 38 - RECREATION Total:	365,574.39	365,574.39	20,683.83	187,757.84	177,816.55

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 39 - PARKS						
Category: 30 - SALARIES, WAGES, & BENEFITS						
01-39-3001	SALARIES	452,544.44	452,544.44	36,379.55	262,838.79	189,705.65
01-39-3003	LONGEVITY	1,080.04	1,080.04	193.86	1,569.97	-489.93
01-39-3007	OVERTIME	3,000.00	3,000.00	565.96	4,428.46	-1,428.46
01-39-3010	INCENTIVES	600.08	600.08	323.08	2,409.87	-1,809.79
01-39-3051	FICA/MEDICARE TAXES	33,245.78	33,245.78	2,756.12	19,857.56	13,388.22
01-39-3052	WORKMEN'S COMPENSATION	7,500.00	7,500.00	0.00	6,383.58	1,116.42
01-39-3053	UNEMPLOYMENT INSURANCE	458.60	458.60	29.92	280.20	178.40
01-39-3054	RETIREMENT	77,932.17	77,932.17	6,025.15	43,045.94	34,886.23
01-39-3055	HEALTH INSURANCE	130,269.36	130,269.36	9,002.44	72,308.10	57,961.26
01-39-3056	LIFE INS	563.68	563.68	43.36	340.49	223.19
01-39-3057	DENTAL	7,728.76	7,728.76	548.42	4,413.57	3,315.19
01-39-3058	LONG-TERM DISABILITY	2,226.27	2,226.27	95.34	689.30	1,536.97
01-39-3060	VISION INSURANCE	1,029.34	1,029.34	62.02	485.27	544.07
Category: 30 - SALARIES, WAGES, & BENEFITS Total:		718,178.52	718,178.52	56,025.22	419,051.10	299,127.42
Category: 35 - SUPPLIES						
01-39-3503	OFFICE SUPPLIES	250.00	250.00	0.00	384.19	-134.19
01-39-3504	WEARING APPAREL	5,000.00	5,000.00	114.97	4,952.69	47.31
01-39-3506	CHEMICALS	12,000.00	12,000.00	1,626.48	8,342.87	3,657.13
01-39-3517	JANITORIAL SUPPLIES	2,000.00	2,000.00	0.00	15.00	1,985.00
01-39-3520	FOOD	3,400.00	3,400.00	0.00	4,372.15	-972.15
01-39-3523	TOOLS/EQUIPMENT	2,000.00	2,000.00	0.00	1,277.86	722.14
01-39-3526	MINOR EQUIPMENT	3,000.00	3,000.00	0.00	3,744.71	-744.71
01-39-3534	EQUIP REPAIR PARTS	7,000.00	7,000.00	318.93	2,655.26	4,344.74
01-39-3536	LANDSCAPING MATERIALS	17,000.00	17,000.00	174.62	23,584.88	-6,584.88
01-39-3542	FIRST AID	500.00	500.00	0.00	0.00	500.00
01-39-3544	IRRIGATION SUPPLIES	5,000.00	5,000.00	2,532.41	4,584.06	415.94
01-39-3545	POOL JANITORIAL SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00
01-39-3546	SPLASH PAD CHEMICALS	3,000.00	3,000.00	0.00	0.00	3,000.00
01-39-3547	POOL CHEMICALS	16,000.00	16,000.00	0.00	4,914.00	11,086.00
Category: 35 - SUPPLIES Total:		78,150.00	78,150.00	4,767.41	58,827.67	19,322.33
Category: 40 - MAINTENANCE--BLDGS, STRUC						
01-39-4007	POOL MAINTENANCE	17,000.00	17,000.00	1,462.27	14,079.39	2,920.61
01-39-4008	PARK MAINTENANCE	3,000.00	3,000.00	0.00	2,010.47	989.53
01-39-4031	SPLASH PAD MAINTENANCE	2,000.00	2,000.00	832.50	832.50	1,167.50
01-39-4032	CAROL FOX PARK	6,000.00	6,000.00	0.00	6,013.39	-13.39
01-39-4033	CLARK HENRY PARK	7,000.00	7,000.00	1,250.00	3,290.08	3,709.92
01-39-4034	PHILLIPINE PARK	1,500.00	1,500.00	0.00	1,852.55	-352.55
01-39-4035	DOG PARK	3,000.00	3,000.00	0.00	731.16	2,268.84
01-39-4036	OPEN GREEN SPACE/POCKET PARKS	1,000.00	1,000.00	1,215.08	1,253.38	-253.38
01-39-4037	HIKE AND BIKE TRAILS	3,000.00	3,000.00	0.00	0.00	3,000.00
01-39-4038	TREE MAINTENANCE AND TREE CITY USA	5,000.00	5,000.00	0.00	259.29	4,740.71
01-39-4039	MARQUEES - MAINT	5,000.00	5,000.00	0.00	3,348.07	1,651.93
Category: 40 - MAINTENANCE--BLDGS, STRUC Total:		53,500.00	53,500.00	4,759.85	33,670.28	19,829.72
Category: 45 - MAINTENANCE						
01-39-4511	VEHICLE MAINTENANCE	1,000.00	1,000.00	0.00	41.98	958.02
01-39-4512	EQUIPMENT MAINTENANCE	3,000.00	3,000.00	0.00	662.89	2,337.11
Category: 45 - MAINTENANCE Total:		4,000.00	4,000.00	0.00	704.87	3,295.13
Category: 50 - SERVICES						
01-39-5012	PRINTING	750.00	750.00	0.00	0.00	750.00
01-39-5020	COMMUNICATIONS	5,620.04	5,620.04	520.35	2,704.81	2,915.23
01-39-5022	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	1,354.51	645.49
01-39-5027	MEMBERSHIPS/SUBSCRIPTIONS	750.00	750.00	0.00	348.18	401.82
01-39-5029	TRAVEL/TRAINING	5,000.00	5,000.00	0.00	2,929.88	2,070.12
Category: 50 - SERVICES Total:		14,120.04	14,120.04	520.35	7,337.38	6,782.66
Category: 55 - PROFESSIONAL SERVICES						
01-39-5529	CONTRACTUAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
01-39-5530	PROFESSIONAL SERVICES	2,000.00	2,000.00	0.00	400.00	1,600.00
	Category: 55 - PROFESSIONAL SERVICES Total:	5,500.00	5,500.00	0.00	400.00	5,100.00
	Category: 65 - CAPITAL OUTLAY					
01-39-6516	PARKS & LANDSCAPING PROJS	40,000.00	40,000.00	0.00	16,726.61	23,273.39
01-39-6598	MISCELLANEOUS EQUIPMENT	12,000.00	12,000.00	0.00	26,802.58	-14,802.58
	Category: 65 - CAPITAL OUTLAY Total:	52,000.00	52,000.00	0.00	43,529.19	8,470.81
	Category: 97 - INTERFUND ACTIVITY					
01-39-9772	TECHNOLOGY USER FEE	2,075.00	2,075.00	0.00	0.00	2,075.00
01-39-9791	EQUIPMENT USER FEE	132,311.00	132,311.00	0.00	0.00	132,311.00
	Category: 97 - INTERFUND ACTIVITY Total:	134,386.00	134,386.00	0.00	0.00	134,386.00
	Department: 39 - PARKS Total:	1,059,834.56	1,059,834.56	66,072.83	563,520.49	496,314.07
	Fund: 01 - GENERAL FUND Surplus (Deficit):	-6,833,010.69	-6,833,010.69	-993,116.27	2,088,212.80	

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 03 - DEBT SERVICE FUND					
Department: 50 - REVENUES					
Category: 72 - PROPERTY TAXES					
03-50-7201 CURRENT PROPERTY TAXES	1,347,194.00	1,347,194.00	0.00	1,342,765.62	4,428.38
03-50-7202 DELINQUENT PROPERTY TAX	30,000.00	30,000.00	0.00	-32,279.37	62,279.37
03-50-7203 PENALTY, INTEREST, COSTS	15,000.00	15,000.00	0.00	3,814.00	11,186.00
Category: 72 - PROPERTY TAXES Total:	1,392,194.00	1,392,194.00	0.00	1,314,300.25	77,893.75
Category: 96 - INTEREST EARNED					
03-50-9601 INTEREST EARNED	14,000.00	14,000.00	1,750.74	17,954.88	-3,954.88
Category: 96 - INTEREST EARNED Total:	14,000.00	14,000.00	1,750.74	17,954.88	-3,954.88
Category: 97 - INTERFUND ACTIVITY					
03-50-9752 TRANSFER FROM UTILITY FUND	169,686.00	169,686.00	0.00	0.00	169,686.00
Category: 97 - INTERFUND ACTIVITY Total:	169,686.00	169,686.00	0.00	0.00	169,686.00
Department: 50 - REVENUES Total:	1,575,880.00	1,575,880.00	1,750.74	1,332,255.13	243,624.87

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 51 - DEBT SERVICE					
Category: 61 - DEBT SERVICE					
03-51-6121 PRINCIPAL/DEBT SERVICE	1,370,000.00	1,370,000.00	0.00	1,370,000.00	0.00
03-51-6122 INTEREST/DEBT SERVICE	157,200.00	157,200.00	0.00	88,875.00	68,325.00
03-51-6123 MAINTENANCE FEE/DEBT SERVICE	9,000.00	9,000.00	0.00	1,575.00	7,425.00
Category: 61 - DEBT SERVICE Total:	1,536,200.00	1,536,200.00	0.00	1,460,450.00	75,750.00
Department: 51 - DEBT SERVICE Total:	1,536,200.00	1,536,200.00	0.00	1,460,450.00	75,750.00
Fund: 03 - DEBT SERVICE FUND Surplus (Deficit):	39,680.00	39,680.00	1,750.74	-128,194.87	

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 05 - MOTEL TAX FUND					
Department: 55 - REVENUES					
Category: 75 - OTHER TAXES					
05-55-7635 MOTEL OCCUPANCY TAX	170,000.00	170,000.00	5,498.34	79,888.96	90,111.04
Category: 75 - OTHER TAXES Total:	170,000.00	170,000.00	5,498.34	79,888.96	90,111.04
Category: 96 - INTEREST EARNED					
05-55-9601 INTEREST EARNED	12,000.00	12,000.00	82.61	643.01	11,356.99
Category: 96 - INTEREST EARNED Total:	12,000.00	12,000.00	82.61	643.01	11,356.99
Department: 55 - REVENUES Total:	182,000.00	182,000.00	5,580.95	80,531.97	101,468.03

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 56 - MOTEL TAX						
Category: 50 - SERVICES						
05-56-5040	ARTS	10,000.00	10,000.00	0.00	1,750.00	8,250.00
05-56-5043	GENERAL ADVERTISING	8,000.00	8,000.00	0.00	5,535.00	2,465.00
05-56-5044	ADVERTISING	12,000.00	12,000.00	732.25	6,292.32	5,707.68
Category: 50 - SERVICES Total:		30,000.00	30,000.00	732.25	13,577.32	16,422.68
Category: 97 - INTERFUND ACTIVITY						
05-56-9751	TRANSFER TO GENERAL FUND	26,900.00	26,900.00	0.00	0.00	26,900.00
05-56-9753	TRANSFER TO CAPITAL IMP FUND	125,100.00	125,100.00	0.00	0.00	125,100.00
Category: 97 - INTERFUND ACTIVITY Total:		152,000.00	152,000.00	0.00	0.00	152,000.00
Department: 56 - MOTEL TAX Total:		182,000.00	182,000.00	732.25	13,577.32	168,422.68
Fund: 05 - MOTEL TAX FUND Surplus (Deficit):		0.00	0.00	4,848.70	66,954.65	

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 10 - CAPITAL IMPROVEMENTS FUND					
Department: 90 - REVENUES					
Category: 96 - INTEREST EARNED					
10-90-9601 INTEREST EARNED	84,000.00	84,000.00	1,128.41	37,341.31	46,658.69
Category: 96 - INTEREST EARNED Total:	84,000.00	84,000.00	1,128.41	37,341.31	46,658.69
Category: 97 - INTERFUND ACTIVITY					
10-90-9751 TRFR F/GENERAL FUND	9,281,348.00	9,281,348.00	0.00	0.00	9,281,348.00
10-90-9753 TRANSFER FROM MOTEL TAX FUND	125,100.00	125,100.00	0.00	0.00	125,100.00
Category: 97 - INTERFUND ACTIVITY Total:	9,406,448.00	9,406,448.00	0.00	0.00	9,406,448.00
Category: 99 - OTHER AGENCY REVENUES					
10-90-9907 FY 20 - HOME ELEVATION	4,573,586.00	4,573,586.00	0.00	1,626,680.49	2,946,905.51
Category: 99 - OTHER AGENCY REVENUES Total:	4,573,586.00	4,573,586.00	0.00	1,626,680.49	2,946,905.51
Department: 90 - REVENUES Total:	14,064,034.00	14,064,034.00	1,128.41	1,664,021.80	12,400,012.20

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 91 - EXPENSE						
Category: 70 - CAPITAL IMPROVEMENTS						
10-91-7012	E 127 IMPROVEMENTS	300,000.00	300,000.00	139,702.85	165,772.72	134,227.28
10-91-7016	ELEVATIONS FY 20 GRANT	4,927,770.00	4,927,770.00	397,052.90	1,501,685.29	3,426,084.71
10-91-7032	REHAB/REPAIR STORM WATER LINES	200,000.00	200,000.00	4,022.50	43,500.00	156,500.00
10-91-7056	CAROL FOX PARK SANDBOX RENOV	55,000.00	55,000.00	-3,750.00	0.00	55,000.00
10-91-7066	PLAYGROUND STRUCTURE CAROL FOX	150,000.00	150,000.00	7,250.00	20,000.00	130,000.00
10-91-7067	CLARK HENRY BASEBALL FIELD	255,000.00	255,000.00	0.00	0.00	255,000.00
10-91-7095	FIRE STATION REMODEL	550,000.00	550,000.00	42,717.53	61,027.49	488,972.51
10-91-7105	PARK IMPROVEMENTS	50,000.00	50,000.00	0.00	13,506.48	36,493.52
10-91-7127	NEW TAYLOR BLDG CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
10-91-7130	FACILITIES IMPROVEMENT	96,000.00	96,000.00	0.00	50,508.50	45,491.50
10-91-7131	GOLF COURSE CONVENTION CENTER	8,500,000.00	8,500,000.00	449,621.85	6,177,596.04	2,322,403.96
10-91-7134	STREET PANELS REPLACEMENT (2)	125,000.00	125,000.00	0.00	131,048.60	-6,048.60
10-91-7137	SIDEWALK REPL & ADD	150,000.00	150,000.00	48,828.00	150,000.00	0.00
10-91-7139	FY 23 STREET PROJECT	0.00	0.00	67,701.26	81,345.26	-81,345.26
10-91-7143	PMP JERSEY MEADOW NATURE TRAIL & F...	125,000.00	125,000.00	0.00	0.00	125,000.00
10-91-7148	DECORATIVE STREET LIGHTS	250,000.00	250,000.00	0.00	189,549.00	60,451.00
Category: 70 - CAPITAL IMPROVEMENTS Total:		15,733,770.00	15,733,770.00	1,153,146.89	8,585,539.38	7,148,230.62
Department: 91 - EXPENSE Total:		15,733,770.00	15,733,770.00	1,153,146.89	8,585,539.38	7,148,230.62
Fund: 10 - CAPITAL IMPROVEMENTS FUND Surplus (Deficit):		-1,669,736.00	-1,669,736.00	-1,152,018.48	-6,921,517.58	
Total Surplus (Deficit):		-8,463,066.69	-8,463,066.69	-2,138,535.31	-4,894,545.00	

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Group Summary

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 01 - GENERAL FUND					
Department: 10 - REVENUES					
72 - PROPERTY TAXES	8,493,956.00	8,493,956.00	497.92	8,290,959.08	202,996.92
75 - OTHER TAXES	6,097,000.00	6,097,000.00	443,165.60	3,445,418.31	2,651,581.69
80 - FINES WARRANTS & BONDS	848,000.00	848,000.00	61,057.84	485,929.98	362,070.02
85 - FEE & CHARGES FOR SERVICE	397,407.00	397,407.00	17,396.55	232,808.35	164,598.65
90 - LICENSES & PERMITS	232,000.00	232,000.00	27,756.46	280,076.36	-48,076.36
96 - INTEREST EARNED	800,000.00	800,000.00	67,110.69	533,176.10	266,823.90
97 - INTERFUND ACTIVITY	5,582,515.00	5,582,515.00	0.00	0.00	5,582,515.00
98 - MISCELLANEOUS REVENUE	70,000.00	70,000.00	1,578.34	17,838.33	52,161.67
99 - OTHER AGENCY REVENUES	300,000.00	300,000.00	0.00	16,343.75	283,656.25
Department: 10 - REVENUES Total:	22,820,878.00	22,820,878.00	618,563.40	13,302,550.26	9,518,327.74

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Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 11 - ADMINISTRATIVE SERVICE					
30 - SALARIES, WAGES, & BENEFITS	1,052,032.40	1,052,032.40	82,822.80	707,083.84	344,948.56
35 - SUPPLIES	18,850.00	18,850.00	71.54	8,697.47	10,152.53
45 - MAINTENANCE	2,000.00	2,000.00	0.00	214.50	1,785.50
50 - SERVICES	100,050.60	100,050.60	1,064.76	48,336.30	51,714.30
54 - SUNDRY	35,000.00	35,000.00	3,616.00	29,157.41	5,842.59
60 - OTHER SERVICES	300.00	300.00	0.00	108.90	191.10
97 - INTERFUND ACTIVITY	7,780.00	7,780.00	0.00	0.00	7,780.00
Department: 11 - ADMINISTRATIVE SERVICE Total:	1,216,013.00	1,216,013.00	87,575.10	793,598.42	422,414.58

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 12 - LEGAL/OTHER SERVICES					
50 - SERVICES	2,730,000.00	2,730,000.00	358,735.59	862,109.26	1,867,890.74
55 - PROFESSIONAL SERVICES	115,000.00	115,000.00	3,794.22	39,098.49	75,901.51
60 - OTHER SERVICES	172,132.00	172,132.00	9,875.22	175,627.07	-3,495.07
97 - INTERFUND ACTIVITY	9,381,898.00	9,381,898.00	0.00	0.00	9,381,898.00
Department: 12 - LEGAL/OTHER SERVICES Total:	12,399,030.00	12,399,030.00	372,405.03	1,076,834.82	11,322,195.18

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 13 - INFO TECHNOLOGY					
30 - SALARIES, WAGES, & BENEFITS	392,064.02	392,064.02	29,636.71	241,916.45	150,147.57
35 - SUPPLIES	3,450.00	3,450.00	0.00	1,521.02	1,928.98
45 - MAINTENANCE	481,814.00	481,814.00	51,556.81	157,142.37	324,671.63
50 - SERVICES	59,195.19	59,195.19	4,793.84	31,963.42	27,231.77
55 - PROFESSIONAL SERVICES	60,000.00	60,000.00	0.00	11,568.11	48,431.89
65 - CAPITAL OUTLAY	4,000.00	4,000.00	0.00	2,101.65	1,898.35
97 - INTERFUND ACTIVITY	86,240.00	86,240.00	0.00	0.00	86,240.00
Department: 13 - INFO TECHNOLOGY Total:	1,086,763.21	1,086,763.21	85,987.36	446,213.02	640,550.19

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 14 - PURCHASING					
35 - SUPPLIES	24,000.00	24,000.00	546.86	12,602.92	11,397.08
50 - SERVICES	2,675.00	2,675.00	668.25	2,004.75	670.25
Department: 14 - PURCHASING Total:	26,675.00	26,675.00	1,215.11	14,607.67	12,067.33

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 15 - ACCOUNTING SERVICES					
30 - SALARIES, WAGES, & BENEFITS	434,499.45	434,499.45	31,831.98	204,402.39	230,097.06
35 - SUPPLIES	4,350.00	4,350.00	0.00	3,708.67	641.33
45 - MAINTENANCE	500.00	500.00	0.00	448.97	51.03
50 - SERVICES	7,899.90	7,899.90	208.05	2,234.59	5,665.31
54 - SUNDRY	1,000.00	1,000.00	0.00	345.00	655.00
55 - PROFESSIONAL SERVICES	50,000.00	50,000.00	21,561.00	33,137.87	16,862.13
97 - INTERFUND ACTIVITY	2,775.00	2,775.00	0.00	0.00	2,775.00
Department: 15 - ACCOUNTING SERVICES Total:	501,024.35	501,024.35	53,601.03	244,277.49	256,746.86

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 16 - CUSTOMER SERVICE					
30 - SALARIES, WAGES, & BENEFITS	81,109.74	81,109.74	6,137.48	50,038.86	31,070.88
35 - SUPPLIES	500.00	500.00	0.00	126.89	373.11
45 - MAINTENANCE	400.00	400.00	0.00	0.00	400.00
50 - SERVICES	1,100.00	1,100.00	36.93	670.72	429.28
55 - PROFESSIONAL SERVICES	73,500.00	73,500.00	21,373.00	68,183.48	5,316.52
97 - INTERFUND ACTIVITY	437.50	437.50	0.00	0.00	437.50
Department: 16 - CUSTOMER SERVICE Total:	157,047.24	157,047.24	27,547.41	119,019.95	38,027.29

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 19 - MUNICIPAL COURT					
30 - SALARIES, WAGES, & BENEFITS	288,760.90	288,760.90	20,907.75	181,158.75	107,602.15
35 - SUPPLIES	2,300.00	2,300.00	0.00	880.35	1,419.65
45 - MAINTENANCE	500.00	500.00	0.00	0.00	500.00
50 - SERVICES	6,900.00	6,900.00	189.61	2,129.25	4,770.75
54 - SUNDRY	800.00	800.00	0.00	0.00	800.00
55 - PROFESSIONAL SERVICES	80,950.00	80,950.00	1,500.00	38,511.41	42,438.59
Department: 19 - MUNICIPAL COURT Total:	380,210.90	380,210.90	22,597.36	222,679.76	157,531.14

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 21 - POLICE					
30 - SALARIES, WAGES, & BENEFITS	4,404,871.27	4,404,871.27	312,875.69	2,767,477.12	1,637,394.15
35 - SUPPLIES	93,924.00	93,924.00	3,196.48	67,607.20	26,316.80
45 - MAINTENANCE	72,397.00	72,397.00	15,426.34	70,674.62	1,722.38
50 - SERVICES	247,199.72	247,199.72	1,060.66	66,958.55	180,241.17
54 - SUNDRY	3,000.00	3,000.00	0.00	1,692.55	1,307.45
55 - PROFESSIONAL SERVICES	1,800.00	1,800.00	0.00	1,555.00	245.00
60 - OTHER SERVICES	25,340.00	25,340.00	0.00	24,890.04	449.96
65 - CAPITAL OUTLAY	115,000.00	115,000.00	0.00	1,779.00	113,221.00
97 - INTERFUND ACTIVITY	1,987.50	1,987.50	0.00	0.00	1,987.50
Department: 21 - POLICE Total:	4,965,519.49	4,965,519.49	332,559.17	3,002,634.08	1,962,885.41

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 23 - COMMUNICATIONS					
30 - SALARIES, WAGES, & BENEFITS	1,017,393.07	1,017,393.07	70,644.19	573,640.26	443,752.81
35 - SUPPLIES	13,365.00	13,365.00	330.00	5,147.23	8,217.77
45 - MAINTENANCE	22,450.00	22,450.00	725.00	1,863.73	20,586.27
50 - SERVICES	16,900.08	16,900.08	329.82	6,043.50	10,856.58
60 - OTHER SERVICES	600.00	600.00	0.00	0.00	600.00
97 - INTERFUND ACTIVITY	53,100.00	53,100.00	0.00	0.00	53,100.00
Department: 23 - COMMUNICATIONS Total:	1,123,808.15	1,123,808.15	72,029.01	586,694.72	537,113.43

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 25 - FIRE DEPARTMENT					
30 - SALARIES, WAGES, & BENEFITS	2,995,572.80	2,995,572.80	229,920.31	2,066,892.46	928,680.34
35 - SUPPLIES	306,199.00	306,199.00	66,161.81	168,222.03	137,976.97
45 - MAINTENANCE	133,949.00	133,949.00	32,212.18	64,407.69	69,541.31
50 - SERVICES	92,133.04	92,133.04	3,018.25	55,273.86	36,859.18
54 - SUNDRY	1,299.00	1,299.00	0.00	0.00	1,299.00
55 - PROFESSIONAL SERVICES	88,300.00	88,300.00	3,357.62	25,821.75	62,478.25
65 - CAPITAL OUTLAY	0.00	0.00	0.00	1,193.82	-1,193.82
Department: 25 - FIRE DEPARTMENT Total:	3,617,452.84	3,617,452.84	334,670.17	2,381,811.61	1,235,641.23

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 30 - PUBLIC WORKS					
30 - SALARIES, WAGES, & BENEFITS	133,689.94	133,689.94	10,456.54	81,975.57	51,714.37
35 - SUPPLIES	5,950.00	5,950.00	0.00	3,520.61	2,429.39
50 - SERVICES	15,119.80	15,119.80	417.31	11,235.49	3,884.31
55 - PROFESSIONAL SERVICES	70,000.00	70,000.00	10,555.00	36,717.50	33,282.50
65 - CAPITAL OUTLAY	1,600.00	1,600.00	0.00	0.00	1,600.00
97 - INTERFUND ACTIVITY	10,727.00	10,727.00	0.00	0.00	10,727.00
Department: 30 - PUBLIC WORKS Total:	237,086.74	237,086.74	21,428.85	133,449.17	103,637.57

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 31 - COMMUNITY DEVELOPMENT					
30 - SALARIES, WAGES, & BENEFITS	303,304.19	303,304.19	23,637.10	186,056.46	117,247.73
35 - SUPPLIES	9,750.00	9,750.00	0.00	1,951.43	7,798.57
45 - MAINTENANCE	0.00	0.00	0.00	526.47	-526.47
50 - SERVICES	9,699.80	9,699.80	240.03	7,091.19	2,608.61
55 - PROFESSIONAL SERVICES	150,000.00	150,000.00	9,971.72	90,985.98	59,014.02
65 - CAPITAL OUTLAY	600.00	600.00	0.00	0.00	600.00
97 - INTERFUND ACTIVITY	2,725.00	2,725.00	0.00	0.00	2,725.00
Department: 31 - COMMUNITY DEVELOPMENT Total:	476,078.99	476,078.99	33,848.85	286,611.53	189,467.46

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 32 - STREETS					
30 - SALARIES, WAGES, & BENEFITS	393,488.02	393,488.02	17,307.86	193,443.02	200,045.00
35 - SUPPLIES	57,000.00	57,000.00	350.40	32,956.75	24,043.25
40 - MAINTENANCE--BLDGS, STRUC	65,000.00	65,000.00	10,997.00	69,198.13	-4,198.13
45 - MAINTENANCE	3,800.00	3,800.00	0.00	0.00	3,800.00
50 - SERVICES	194,900.00	194,900.00	15,081.95	131,199.71	63,700.29
55 - PROFESSIONAL SERVICES	21,000.00	21,000.00	1,722.50	12,320.00	8,680.00
97 - INTERFUND ACTIVITY	81,748.47	81,748.47	0.00	0.00	81,748.47
Department: 32 - STREETS Total:	816,936.49	816,936.49	45,459.71	439,117.61	377,818.88

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 33 - BUILDING MAINTENANCE					
30 - SALARIES, WAGES, & BENEFITS	170,482.34	170,122.34	9,268.67	107,122.86	62,999.48
35 - SUPPLIES	21,750.00	21,750.00	0.00	22,520.98	-770.98
40 - MAINTENANCE--BLDGS, STRUC	52,500.00	52,500.00	550.00	42,040.38	10,459.62
45 - MAINTENANCE	3,000.00	3,000.00	0.00	3,355.90	-355.90
50 - SERVICES	108,000.00	108,360.00	7,555.37	71,370.37	36,989.63
55 - PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	3,582.92	6,417.08
65 - CAPITAL OUTLAY	70,000.00	70,000.00	2,434.42	67,190.23	2,809.77
97 - INTERFUND ACTIVITY	7,389.00	7,389.00	0.00	0.00	7,389.00
Department: 33 - BUILDING MAINTENANCE Total:	443,121.34	443,121.34	19,808.46	317,183.64	125,937.70

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 35 - SOLID WASTE					
55 - PROFESSIONAL SERVICES	542,962.00	542,962.00	0.00	298,128.55	244,833.45
Department: 35 - SOLID WASTE Total:	542,962.00	542,962.00	0.00	298,128.55	244,833.45

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 36 - FLEET SERVICES					
30 - SALARIES, WAGES, & BENEFITS	0.00	0.00	0.00	2,635.17	-2,635.17
35 - SUPPLIES	169,000.00	169,000.00	12,604.73	79,589.39	89,410.61
45 - MAINTENANCE	50,000.00	50,000.00	1,475.98	10,282.59	39,717.41
50 - SERVICES	1,500.00	1,500.00	36.93	588.47	911.53
54 - SUNDRY	3,500.00	3,500.00	72.75	2,158.52	1,341.48
65 - CAPITAL OUTLAY	13,700.00	13,700.00	0.00	4,942.95	8,757.05
97 - INTERFUND ACTIVITY	1,050.00	1,050.00	0.00	0.00	1,050.00
Department: 36 - FLEET SERVICES Total:	238,750.00	238,750.00	14,190.39	100,197.09	138,552.91

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 38 - RECREATION					
30 - SALARIES, WAGES, & BENEFITS	211,614.43	211,614.43	10,148.50	59,536.98	152,077.45
35 - SUPPLIES	16,150.00	16,150.00	0.00	11,488.11	4,661.89
40 - MAINTENANCE--BLDGS, STRUC	0.00	0.00	-268.22	0.00	0.00
45 - MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00
50 - SERVICES	114,209.96	114,209.96	10,803.55	99,555.50	14,654.46
55 - PROFESSIONAL SERVICES	21,500.00	21,500.00	0.00	17,177.25	4,322.75
97 - INTERFUND ACTIVITY	1,100.00	1,100.00	0.00	0.00	1,100.00
Department: 38 - RECREATION Total:	365,574.39	365,574.39	20,683.83	187,757.84	177,816.55

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 39 - PARKS					
30 - SALARIES, WAGES, & BENEFITS	718,178.52	718,178.52	56,025.22	419,051.10	299,127.42
35 - SUPPLIES	78,150.00	78,150.00	4,767.41	58,827.67	19,322.33
40 - MAINTENANCE--BLDGS, STRUC	53,500.00	53,500.00	4,759.85	33,670.28	19,829.72
45 - MAINTENANCE	4,000.00	4,000.00	0.00	704.87	3,295.13
50 - SERVICES	14,120.04	14,120.04	520.35	7,337.38	6,782.66
55 - PROFESSIONAL SERVICES	5,500.00	5,500.00	0.00	400.00	5,100.00
65 - CAPITAL OUTLAY	52,000.00	52,000.00	0.00	43,529.19	8,470.81
97 - INTERFUND ACTIVITY	134,386.00	134,386.00	0.00	0.00	134,386.00
Department: 39 - PARKS Total:	1,059,834.56	1,059,834.56	66,072.83	563,520.49	496,314.07
Fund: 01 - GENERAL FUND Surplus (Deficit):	-6,833,010.69	-6,833,010.69	-993,116.27	2,088,212.80	-8,921,223.49
Fund: 03 - DEBT SERVICE FUND					
Department: 50 - REVENUES					
72 - PROPERTY TAXES	1,392,194.00	1,392,194.00	0.00	1,314,300.25	77,893.75
96 - INTEREST EARNED	14,000.00	14,000.00	1,750.74	17,954.88	-3,954.88
97 - INTERFUND ACTIVITY	169,686.00	169,686.00	0.00	0.00	169,686.00
Department: 50 - REVENUES Total:	1,575,880.00	1,575,880.00	1,750.74	1,332,255.13	243,624.87

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 51 - DEBT SERVICE					
61 - DEBT SERVICE	1,536,200.00	1,536,200.00	0.00	1,460,450.00	75,750.00
Department: 51 - DEBT SERVICE Total:	1,536,200.00	1,536,200.00	0.00	1,460,450.00	75,750.00
Fund: 03 - DEBT SERVICE FUND Surplus (Deficit):	39,680.00	39,680.00	1,750.74	-128,194.87	167,874.87
Fund: 05 - MOTEL TAX FUND					
Department: 55 - REVENUES					
75 - OTHER TAXES	170,000.00	170,000.00	5,498.34	79,888.96	90,111.04
96 - INTEREST EARNED	12,000.00	12,000.00	82.61	643.01	11,356.99
Department: 55 - REVENUES Total:	182,000.00	182,000.00	5,580.95	80,531.97	101,468.03

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 56 - MOTEL TAX					
50 - SERVICES	30,000.00	30,000.00	732.25	13,577.32	16,422.68
97 - INTERFUND ACTIVITY	152,000.00	152,000.00	0.00	0.00	152,000.00
Department: 56 - MOTEL TAX Total:	182,000.00	182,000.00	732.25	13,577.32	168,422.68
Fund: 05 - MOTEL TAX FUND Surplus (Deficit):	0.00	0.00	4,848.70	66,954.65	-66,954.65
Fund: 10 - CAPITAL IMPROVEMENTS FUND					
Department: 90 - REVENUES					
96 - INTEREST EARNED	84,000.00	84,000.00	1,128.41	37,341.31	46,658.69
97 - INTERFUND ACTIVITY	9,406,448.00	9,406,448.00	0.00	0.00	9,406,448.00
99 - OTHER AGENCY REVENUES	4,573,586.00	4,573,586.00	0.00	1,626,680.49	2,946,905.51
Department: 90 - REVENUES Total:	14,064,034.00	14,064,034.00	1,128.41	1,664,021.80	12,400,012.20

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Income Statement

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 91 - EXPENSE					
70 - CAPITAL IMPROVEMENTS	15,733,770.00	15,733,770.00	1,153,146.89	8,585,539.38	7,148,230.62
Department: 91 - EXPENSE Total:	15,733,770.00	15,733,770.00	1,153,146.89	8,585,539.38	7,148,230.62
Fund: 10 - CAPITAL IMPROVEMENTS FUND Surplus (Deficit):	-1,669,736.00	-1,669,736.00	-1,152,018.48	-6,921,517.58	5,251,781.58
Total Surplus (Deficit):	-8,463,066.69	-8,463,066.69	-2,138,535.31	-4,894,545.00	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
01 - GENERAL FUND	-6,833,010.69	-6,833,010.69	-993,116.27	2,088,212.80	-8,921,223.49
03 - DEBT SERVICE FUND	39,680.00	39,680.00	1,750.74	-128,194.87	167,874.87
05 - MOTEL TAX FUND	0.00	0.00	4,848.70	66,954.65	-66,954.65
10 - CAPITAL IMPROVEMENT...	-1,669,736.00	-1,669,736.00	-1,152,018.48	-6,921,517.58	5,251,781.58
Total Surplus (Deficit):	-8,463,066.69	-8,463,066.69	-2,138,535.31	-4,894,545.00	

CITY OF JERSEY VILLAGE

PROPERTY TAX COLLECTIONS REPORT

APRIL 2024

Jurisdiction0070JERSEY VILLAGE

Year	Levy	Penalty Interest	Attorney	Adjustment Amount	Net Collections	Commissions (Excludes Attorney)	Net Payable	Disbursed to Jurisdiction	Disbursed to Attorneys
2023	(28,858.11)	2,486.40	86.46	14,593.17	(11,692.08)	0.00	(11,692.08)	14,593.17	86.46
2022	(34,442.80)	215.51	244.99	0.00	(33,982.30)	0.00	(33,982.30)	0.00	244.99
2021	(1,624.78)	27.61	2.96	0.00	(1,594.21)	0.00	(1,594.21)	0.00	2.96
2020	(406.70)	69.31	41.04	0.00	(296.35)	0.00	(296.35)	0.00	41.04
2018	524.01	393.00	183.40	0.00	1,100.41	0.00	1,100.41	0.00	183.40
2017	101.86	57.72	27.50	0.00	187.08	0.00	187.08	0.00	27.50
2013	0.01	0.00	0.00	0.00	0.01	0.00	0.01	0.00	0.00
2012	969.12	830.21	232.59	0.00	2,031.92	0.00	2,031.92	0.00	232.59
2011	1,117.62	1,091.54	295.05	0.00	2,504.21	0.00	2,504.21	0.00	295.05
Total:	(\$62,619.77)	\$5,171.30	\$1,113.99	\$14,593.17	(\$41,741.31)	\$0.00	(\$41,741.31)	\$14,593.17	\$1,113.99

JURISDICTION: 0070 City of Jersey Village

YEAR	2023	TAX RATE		TAX LEVY		PAID ACCTS	
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		00.742500		9,915,093.92		3,029	
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	9,591,841.96	54,970.66-	323,251.96	28,858.11-	9,725,125.50	189,968.42	98.08	0.00
2022	86,911.52	35,962.44-	184,712.54-	34,442.80-	134,015.48-	36,214.46	37.03	38.31-
2021	61,851.47	1,706.50-	106,270.01-	1,624.78-	102,166.14-	57,747.60	30.01	0.00
2020	57,059.10	542.60-	25,909.02-	406.70-	13,132.29	18,017.79	42.16	0.00
2019	18,447.50	.00	8,871.02-	.00	5,095.62-	14,672.10	53.21-	0.00
2018	20,525.28	.00	11.26	524.01	1,757.59	18,778.95	8.56	0.00
2017	13,180.23	.00	0.00	101.86	692.11	12,488.12	5.25	0.00
2016	9,135.55	.00	449.08	0.00	449.08	9,135.55	4.69	0.00
2015	8,331.98	.00	0.00	0.00	0.00	8,331.98	0.00	0.00
2014	8,458.86	.00	0.00	0.00	0.00	8,458.86	0.00	0.00
2013	7,711.70	.00	0.00	0.01	0.00	7,711.69	0.00	0.00
2012	7,027.61	.00	0.00	969.12	969.12	6,058.49	13.79	0.00
2011	5,891.56	.00	0.00	1,117.62	1,117.62	4,773.94	18.97	0.00
2010	4,289.59	.00	0.00	0.00	0.00	4,289.59	0.00	0.00
2009	5,453.54	.00	0.00	0.00	0.00	5,453.54	0.00	0.00
2008	2,474.69	.00	0.00	0.00	0.00	2,474.69	0.00	0.00
2007	2,578.18	.00	0.00	0.00	0.00	2,578.18	0.00	0.00
2006	2,086.72	.00	0.00	0.00	0.00	2,086.72	0.00	0.00
2005	1,705.11	.00	0.00	0.00	0.00	1,705.11	0.00	0.00
2004	1,110.04	.00	0.00	0.00	0.00	1,110.04	0.00	0.00
2003	378.07	.00	0.00	0.00	0.00	378.07	0.00	0.00
2002	89.57	.00	0.00	0.00	0.00	89.57	0.00	0.00
****	9,916,539.83	93,182.20-	2,050.29-	62,619.77-	9,501,966.08	412,523.46		38.31-
CURR	9,591,841.96	54,970.66-	323,251.96	28,858.11-	9,725,125.50	189,968.42		0.00
DELQ	324,697.87	38,211.54-	325,302.25-	33,761.66-	223,159.42-	222,555.04		38.31-

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2020 RF240402	107-454-000-0019	202012	542.60-	0.00	0.00	0.00 42	542.60	0.00 RF
2020 RF240402	107-454-000-0019	202012	0.00	0.00	0.00	0.00 42	542.60-	542.60-RF
2020 TOTAL			542.60-	0.00	0.00	0.00	0.00	542.60-
2021 RF240403	082-115-000-0007	202201	221.50-	0.00	0.00	0.00 30	221.50	0.00 RF
2021 RF240403	082-115-000-0007	202201	0.00	0.00	0.00	0.00 30	221.50-	221.50-RF
2021 RF240429	082-121-001-0017	202112	742.50-	0.00	0.00	0.00 31	742.50	0.00 RF
2021 RF240429	082-121-001-0017	202112	0.00	0.00	0.00	0.00 31	742.50-	742.50-RF
2021 RF240403	107-454-000-0019	202112	742.50-	0.00	0.00	0.00 30	742.50	0.00 RF
2021 RF240403	107-454-000-0019	202112	0.00	0.00	0.00	0.00 30	742.50-	742.50-RF
2021 TOTAL			1,706.50-	0.00	0.00	0.00	0.00	1,706.50-
2022 RF240430	082-108-000-0011	202212	827.20-	0.00	0.00	0.00 20	827.20	0.00 RF
2022 RF240430	082-108-000-0011	202212	0.00	0.00	0.00	0.00 20	827.20-	827.20-RF
2022 RF240430	082-111-000-0021	202301	592.46-	0.00	0.00	0.00 20	592.46	0.00 RF
2022 RF240430	082-111-000-0021	202301	0.00	0.00	0.00	0.00 20	592.46-	592.46-RF
2022 RF240430	082-115-000-0004	202212	617.65-	0.00	0.00	0.00 20	617.65	0.00 RF
2022 RF240430	082-115-000-0004	202212	0.00	0.00	0.00	0.00 20	617.65-	617.65-RF
2022 RF240403	082-115-000-0007	202301	0.00	0.00	0.00	0.00 19	579.08-	579.08-RF
2022 RF240403	082-115-000-0007	202301	579.08-	0.00	0.00	0.00 19	579.08	0.00 RF
2022 RF240430	082-121-001-0017	202212	742.50-	0.00	0.00	0.00 20	742.50	0.00 RF
2022 RF240430	082-121-001-0017	202212	0.00	0.00	0.00	0.00 20	742.50-	742.50-RF
2022 RF240403	082-125-000-0006	202301	0.00	0.00	0.00	0.00 19	400.95-	400.95-RF
2022 RF240403	082-125-000-0006	202301	400.95-	0.00	0.00	0.00 19	400.95	0.00 RF
2022 RF240430	104-765-000-0020	202212	242.28-	0.00	0.00	0.00 20	242.28	0.00 RF
2022 RF240430	104-765-000-0020	202212	0.00	0.00	0.00	0.00 20	242.28-	242.28-RF
2022 RF240403	105-865-000-0006	202301	0.00	0.00	0.00	0.00 19	742.50-	742.50-RF
2022 RF240403	105-865-000-0006	202301	742.50-	0.00	0.00	0.00 19	742.50	0.00 RF
2022 L0415243	105-865-000-0006	202401	1,120.04-	0.00	268.81-	277.77-0 2023567	0.00	1,666.62-TR
2022 RF240430	107-439-000-0007	202212	742.50-	0.00	0.00	0.00 20	742.50	0.00 RF
2022 RF240430	107-439-000-0007	202212	0.00	0.00	0.00	0.00 20	742.50-	742.50-RF
2022 RF240430	107-442-000-0022	202301	742.50-	0.00	0.00	0.00 20	742.50	0.00 RF
2022 RF240430	107-442-000-0022	202301	0.00	0.00	0.00	0.00 20	742.50-	742.50-RF
2022 RF240430	107-446-000-0011	202212	482.63-	0.00	0.00	0.00 20	482.63	0.00 RF
2022 RF240430	107-446-000-0011	202212	0.00	0.00	0.00	0.00 20	482.63-	482.63-RF
2022 RF240403	107-452-000-0027	202301	399.47-	0.00	0.00	0.00 19	399.47	0.00 RF
2022 RF240403	107-452-000-0027	202301	0.00	0.00	0.00	0.00 19	399.47-	399.47-RF
2022 RF240403	107-454-000-0019	202302	0.00	0.00	0.00	0.00 19	794.48-	794.48-RF
2022 RF240403	107-454-000-0019	202302	742.50-	0.00	51.98-	0.00 19	794.48	0.00 RF
2022 RF240403	114-035-000-0003	202212	181.77-	0.00	0.00	0.00 19	181.77	0.00 RF
2022 RF240403	114-035-000-0003	202212	0.00	0.00	0.00	0.00 19	181.77-	181.77-RF

FROM: 04/01/2024 THRU 04/30/2024
JURISDICTION: 70 City of Jersey Village

INCLUDES AG ROLLBACK

YEAR	DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2022	RF240430	119-338-000-0001	202301	12,233.93-	0.00	0.00	0.00 20	12,233.93	0.00 RF
2022	RF240430	119-338-000-0001	202301	0.00	0.00	0.00	0.00 20	12,233.93-	12,233.93-RF
2022	RF240430	119-338-000-0002	202301	0.00	0.00	0.00	0.00 20	14,362.81-	14,362.81-RF
2022	RF240430	119-338-000-0002	202301	14,362.81-	0.00	0.00	0.00 20	14,362.81	0.00 RF
2022	RF240430	119-338-000-0011	202301	946.78-	0.00	0.00	0.00 20	946.78	0.00 RF
2022	RF240430	119-338-000-0011	202301	0.00	0.00	0.00	0.00 20	946.78-	946.78-RF
2022	RF240403	122-482-003-0011	202301	742.50-	0.00	0.00	0.00 19	742.50	0.00 RF
2022	RF240403	122-482-003-0011	202301	0.00	0.00	0.00	0.00 19	742.50-	742.50-RF
2022	RF240430	127-250-005-0017	202212	675.40-	0.00	0.00	0.00 20	675.40	0.00 RF
2022	RF240430	127-250-005-0017	202212	0.00	0.00	0.00	0.00 20	675.40-	675.40-RF
2022	RF240430	209-594-950-0000	202302	0.00	0.00	0.00	0.00 20	265.67-	265.67-RF
2022	RF240430	209-594-950-0000	202302	265.67-	0.00	0.00	0.00 20	265.67	0.00 RF
2022	RF240430	210-162-890-0000	202402	2.42-	0.00	0.17-	0.00 20	2.59	0.00 RF
2022	RF240430	210-162-890-0000	202402	0.00	0.00	0.00	0.00 20	2.59-	2.59-RF
2022 TOTAL				38,385.54-	0.00	320.96-	277.77-	0.00	38,984.27-
2023	RF240405	082-115-000-0007	202401	827.64-	0.00	0.00	0.00 6	827.64	0.00 RF
2023	RF240405	082-115-000-0007	202401	0.00	0.00	0.00	0.00 6	827.64-RF	827.64-RF
2023	RF240418	082-115-000-0024	202402	1,218.29-	0.00	85.28-	0.00 0	1,303.57	0.00 RF
2023	RF240418	082-115-000-0024	202402	0.00	0.00	0.00	0.00 0	1,303.57-	1,303.57-RF
2023	RF240430	082-115-000-0026	202312	321.18-	0.00	0.00	0.00 7	321.18	0.00 RF
2023	RF240430	082-115-000-0026	202312	0.00	0.00	0.00	0.00 7	321.18-	321.18-RF
2023	RF240417	104-766-000-0029	202312	1,531.65-	0.00	0.00	0.00 0	1,531.65	0.00 RF
2023	RF240417	104-766-000-0029	202312	0.00	0.00	0.00	0.00 0	1,531.65-	1,531.65-RF
2023	RF240405	105-863-000-0009	202312	0.00	0.00	0.00	0.00 6	669.78	0.00 RF
2023	RF240405	105-863-000-0009	202312	669.78-	0.00	0.00	0.00 6	669.78-RF	669.78-RF
2023	RF240405	105-865-000-0006	202401	0.00	0.00	0.00	0.00 6	839.03-	839.03-RF
2023	RF240405	105-865-000-0006	202401	839.03-	0.00	0.00	0.00 6	839.03	0.00 RF
2023	RF240405	107-448-000-0016	202312	936.94-	0.00	0.00	0.00 6	936.94	0.00 RF
2023	RF240405	107-448-000-0016	202312	0.00	0.00	0.00	0.00 6	936.94-	936.94-RF
2023	RF240405	107-452-000-0027	202312	576.64-	0.00	0.00	0.00 6	576.64	0.00 RF
2023	RF240405	107-452-000-0027	202312	0.00	0.00	0.00	0.00 6	576.64-RF	576.64-RF
2023	RF240405	107-452-000-0055	202312	245.06-	0.00	0.00	0.00 6	245.06	0.00 RF
2023	RF240405	107-452-000-0055	202312	0.00	0.00	0.00	0.00 6	245.06-RF	245.06-RF
2023	RF240417	107-454-000-0003	202312	2,067.25-	0.00	0.00	0.00 0	2,067.25	0.00 RF
2023	RF240417	107-454-000-0003	202312	0.00	0.00	0.00	0.00 0	2,067.25-RF	2,067.25-RF
2023	RF240405	107-454-000-0019	202401	1,467.20-	0.00	0.00	0.00 6	1,467.20	0.00 RF
2023	RF240405	107-454-000-0019	202401	0.00	0.00	0.00	0.00 6	1,467.20-RF	1,467.20-RF
2023	RF240405	114-035-000-0003	202401	0.00	0.00	0.00	0.00 6	181.76-	181.76-RF
2023	RF240405	114-035-000-0003	202401	181.76-	0.00	0.00	0.00 6	181.76	0.00 RF
2023	RF240405	116-097-000-0003	202401	41,310.08-	0.00	0.00	0.00 6	41,310.08	0.00 RF
2023	RF240405	116-097-000-0003	202401	0.00	0.00	0.00	0.00 6	41,310.08-RF	41,310.08-RF
2023	RF240417	118-085-072-0010	202403	0.00	0.00	0.00	0.00 2	770.35-	770.35-RF

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2023 RF240417	118-085-072-0010	202403	767.15-	0.00	3.20-	0.00 2	770.35	0.00 RF
2023 RF240417	118-085-072-0010	202401	0.00	0.00	0.00	0.00 2	770.34-	770.34-RF
2023 RF240417	118-085-072-0010	202401	770.34-	0.00	0.00	0.00 2	770.34	0.00 RF
2023 RF240405	119-086-001-0001	202401	8,284.59-	0.00	0.00	0.00 6	8,284.59	0.00 RF
2023 RF240405	119-086-001-0001	202401	0.00	0.00	0.00	0.00 6	8,284.59-	8,284.59-RF
2023 RF240405	122-482-002-0052	202401	0.00	0.00	0.00	0.00 6	839.02-	839.02-RF
2023 RF240405	122-482-002-0052	202401	839.02-	0.00	0.00	0.00 6	839.02	0.00 RF
2023 RF240405	122-482-003-0011	202401	0.00	0.00	0.00	0.00 6	839.03-	839.03-RF
2023 RF240405	124-133-004-0001	202312	839.03-	0.00	0.00	0.00 6	839.03	0.00 RF
2023 RF240405	124-133-004-0001	202312	0.00	0.00	0.00	0.00 6	2,706.49-	2,706.49-RF
2023 RF240405	124-133-004-0001	202312	2,706.49-	0.00	0.00	0.00 6	2,706.49	0.00 RF
2023 RF240405	124-133-005-0001	202312	280.54-	0.00	0.00	0.00 6	280.54	0.00 RF
2023 RF240405	124-133-005-0001	202312	0.00	0.00	0.00	0.00 6	280.54-	280.54-RF
2023 RF240405	126-106-002-0032	202402	632.60-	0.00	0.00	0.00 6	632.60	0.00 RF
2023 RF240405	126-106-002-0032	202402	0.00	0.00	0.00	0.00 6	632.60-	632.60-RF
2023 J0409243	131-160-002-0001	202312	113.09-	0.00	0.00	0.00 4	0.00	113.09-TR
2023 RF240405	221-272-100-0000	202401	0.47	0.00	0.00	0.00 6	0.00	0.47 RF
2023 J0409243	223-650-790-0000	202312	113.09-	0.00	0.00	0.00 0	0.00	113.09-TR
2023 TOTAL			67,537.97-	0.00	88.48-	0.00	0.00	67,626.45-
YEAR 2020								
REFUNDS			542.60-	0.00	0.00	0.00	0.00	542.60-
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			542.60-	0.00	0.00	0.00	0.00	542.60-
YEAR 2021								
REFUNDS			1,706.50-	0.00	0.00	0.00	0.00	1,706.50-
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			1,706.50-	0.00	0.00	0.00	0.00	1,706.50-
YEAR 2022								
REFUNDS			37,265.50-	0.00	52.15-	0.00	0.00	37,317.65-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			1,120.04-	0.00	268.81-	277.77-	0.00	1,666.62-
TOTAL			38,385.54-	0.00	320.96-	277.77-	0.00	38,984.27-
YEAR 2023								
REFUNDS			67,311.79-	0.00	88.48-	0.00	0.00	67,400.27-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			226.18-	0.00	0.00	0.00	0.00	226.18-
TOTAL			67,537.97-	0.00	88.48-	0.00	0.00	67,626.45-

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
ALL YEARS								
REFUNDS			106,826.39-	0.00	140.63-	0.00	0.00	106,967.02-
RETURNED ITEMS			0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS/REVERSALS			1,346.22-	0.00	268.81-	277.77-	0.00	1,892.80-
TOTAL			108,172.61-	0.00	409.44-	277.77-	0.00	108,859.82-

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT
	2011 TOTAL		1,117.62	0.00	1,091.54	295.05	0.00	2,504.21
	2012 TOTAL		969.12	0.00	830.21	232.59	0.00	2,031.92
	2013 TOTAL		0.01	0.00	0.00	0.00	0.00	0.01
	2017 TOTAL		101.86	0.00	57.72	27.50	0.00	187.08
	2018 TOTAL		524.01	0.00	393.00	183.40	0.00	1,100.41
	2020 TOTAL		135.90	0.00	69.31	41.04	0.00	246.25
	2021 TOTAL		81.72	0.00	27.61	2.96	0.00	112.29
	2022 TOTAL		3,942.74	0.00	536.47	522.76	0.00	5,001.97
	2023 TOTAL		38,679.86	0.00	2,574.88	86.46	0.00	41,341.20
	TOTAL PAYMENTS		45,552.84	0.00	5,580.74	1,391.76	0.00	52,525.34
	2020 TOTAL		542.60-	0.00	0.00	0.00	0.00	542.60-
	2021 TOTAL		1,706.50-	0.00	0.00	0.00	0.00	1,706.50-
	2022 TOTAL		38,385.54-	0.00	320.96-	277.77-	0.00	38,984.27-
	2023 TOTAL		67,537.97-	0.00	88.48-	0.00	0.00	67,626.45-
	TOTAL REVERSALS		108,172.61-	0.00	409.44-	277.77-	0.00	108,859.82-
	TOTAL FOR UNIT		62,619.77-	0.00	5,171.30	1,113.99	0.00	56,334.48-

General Fund
For the period ended May 31, 2024

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
Revenue					
Property Taxes	8,493,956.00	8,493,956.00	8,290,959.08	97.61%	8,493,956.00
Electric Franchise Taxes	365,000.00	365,000.00	242,299.32	66.38%	365,000.00
Telephone Franchise	12,000.00	12,000.00	7,497.11	62.48%	12,000.00
Gas Franchise	45,000.00	45,000.00	18,682.95	41.52%	45,000.00
Cable TV Franchise	79,000.00	79,000.00	43,493.99	55.06%	79,000.00
Telecommunication	14,000.00	14,000.00	11,123.50	79.45%	14,000.00
City Sales Tax	5,550,000.00	5,550,000.00	3,096,690.58	55.80%	5,550,000.00
Mixed Drink Tax	32,000.00	32,000.00	25,630.86	80.10%	32,000.00
Fines Warrants & Bonds **	848,000.00	848,000.00	485,929.98	57.30%	848,000.00
Fees & Charge for Services	397,407.00	397,407.00	232,808.35	58.58%	397,407.00
Licenses & Permits	232,000.00	232,000.00	280,076.36	120.72%	232,000.00
Interest Earned	800,000.00	800,000.00	533,176.10	66.65%	800,000.00
Interfund Activity	5,582,515.00	5,582,515.00	0.00	0.00%	5,582,515.00
Misc Revenue	70,000.00	70,000.00	17,838.33	25.48%	70,000.00
Other Agency Revenue	300,000.00	300,000.00	16,343.75	5.45%	300,000.00
Total Revenue	22,820,878.00	22,820,878.00	13,302,550.26	58.29%	22,820,878.00
Expenditures					
Administrative Service	1,216,013.00	1,216,013.00	793,598.42	65.26%	1,216,013.00
Legal/Other Services	12,399,030.00	12,399,030.00	1,076,834.82	8.68%	12,399,030.00
Info Technology	1,086,763.21	1,086,763.21	446,213.02	41.06%	1,086,763.21
Purchasing	26,675.00	26,675.00	14,607.67	54.76%	26,675.00
Accounting Services	501,024.35	501,024.35	244,277.49	48.76%	501,024.35
Customer Services	157,047.24	157,047.24	119,019.95	75.79%	157,047.24
Municipal Court	380,210.90	380,210.90	222,679.76	58.57%	380,210.90

Police Department	4,965,519.49	4,965,519.49	3,002,634.08	60.47%	4,965,519.49
Communications	1,123,808.15	1,123,808.15	586,694.72	52.21%	1,123,808.15
Fire Department	3,617,452.84	3,617,452.84	2,381,811.61	65.84%	3,617,452.84
Public Works	237,076.74	237,076.74	133,449.17	56.29%	237,076.74
Community Development	476,078.99	476,078.99	286,611.53	60.20%	476,078.99
Streets	816,936.49	816,936.49	439,117.61	53.75%	816,936.49
Building Maintenance	443,121.34	443,121.34	317,183.64	71.58%	443,121.34
Solid Waste	542,962.00	542,962.00	298,128.55	54.91%	542,962.00
Fleet Services	238,750.00	238,750.00	100,197.09	41.97%	238,750.00
Recreation	365,574.39	365,574.39	187,757.84	51.36%	365,574.39
Parks	1,059,834.56	1,059,834.56	563,520.49	53.17%	1,059,834.56
Total Expenditures	29,653,878.69	29,653,878.69	11,214,337.46	37.82%	29,653,878.69

** Part of the collection is transfer to the Court Technology/Security Fund

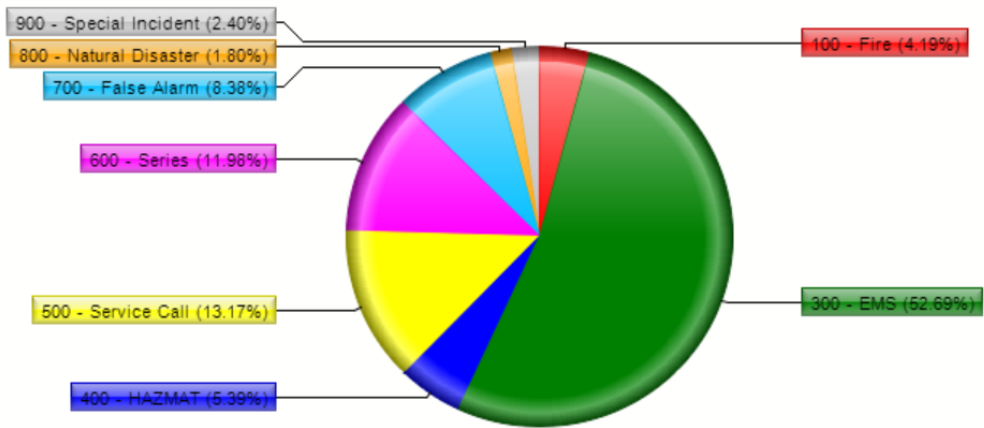
Utility Fund
For the period ended May 31, 2024

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
Revenue					
Fees & Charge for Services	5,733,889.00	5,733,889.00	3,561,661.00	62.12%	5,733,889.00
Interest Earned	144,000.00	144,000.00	69,275.98	48.11%	144,000.00
Interfund Activity	-	-	-		0
Miscellaneous Revenue	60,000.00	60,000.00	37,031.02	61.72%	60,000.00
Other Agency Revenue	-	-	-	0.00%	-
Total Revenue	5,937,889.00	5,937,889.00	3,667,968.00	89.78%	5,937,889.00
Expenditures					
Water & Sewer	4,889,467.55	4,889,467.55	2,569,051.34	52.54%	4,889,467.55
Utility Capital Projects	4,040,000.00	4,040,000.00	1,232,569.08	30.51%	4,040,000.00
Total Expenditures	8,929,467.55	8,929,467.55	3,801,620.42	42.57%	8,929,467.55

Jersey Village Fire Department Monthly Activity Report
May 2024

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	7
300 - EMS	88
400 - HAZMAT	9
500 - Service Call	22
600 - Series	20
700 - False Alarm	14
800 - Natural Disaster	3
900 - Special Incident	4
	167



Responses by Unit

Apparatus Name	2024-05-01	
MEDIC 101	79	79
ENGINE 101	103	103
CHIEF 2	12	12
MEDIC 102	10	10
RESCUE 101	6	6
CHIEF 1	3	3
UTV 101	6	6
ENGINE 102	2	2
	221	221

Action by Apparatus

Apparatus Action Taken 1	MEDIC 101	ENGINE 101	CHIEF 2	UTV 101	CHIEF 1	MEDIC 102	RESCUE 101	ENGINE 102	
Transport person	39	0	0	0	0	4	0	0	43
Control traffic	1	21	1	0	0	0	3	0	26
Rescue, remove from harm	0	2	2	0	0	0	0	0	4
Provide manpower	1	12	1	3	0	0	0	0	17
Investigate	9	24	2	0	3	0	2	1	41
Provide basic life support (BLS)	5	7	0	0	0	1	0	0	13
Assistance, other	4	6	1	0	0	0	0	0	11
Extricate, disentangle	1	1	0	0	0	0	0	0	2
Provide first aid & check for injuries	12	0	0	0	0	4	0	0	16
Cancelled en route	2	11	0	0	0	0	1	1	15
Identify, analyze hazardous materials	0	1	0	0	0	0	0	0	1
Salvage & overhaul	0	1	0	0	0	0	0	0	1
Provide advanced life support (ALS)	4	6	0	0	0	1	0	0	11
Assist physically disabled	1	5	0	0	0	0	0	0	6
Standby	0	2	3	2	0	0	0	0	7
Action taken, other	0	0	1	0	0	0	0	0	1
Extinguishment by fire service personnel	0	0	0	1	0	0	0	0	1
Search	0	1	0	0	0	0	0	0	1
Incident command	0	0	1	0	0	0	0	0	1
Control fire (wildland)	0	1	0	0	0	0	0	0	1
Ventilate	0	1	0	0	0	0	0	0	1
Information, investigation & enforcement, other	0	1	0	0	0	0	0	0	1
	79	103	12	6	3	10	6	2	221

Calls by Incident Type

Incident Type Details	2024-05-01	Total
322 - Motor vehicle accident with injuries	11	11
321 - EMS call, excluding vehicle accident with injury	58	58
611 - Dispatched & canceled en route	12	12
111 - Building fire	4	4
440 - Electrical wiring/equipment problem, other	3	3
131 - Passenger vehicle fire	1	1
445 - Arcing, shorted electrical equipment	1	1
700 - False alarm or false call, other	5	5
745 - Alarm system activation, no fire - unintentional	4	4
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1
510 - Person in distress, other	16	16
600 - Good intent call, other	4	4
324 - Motor vehicle accident with no injuries.	16	16
100 - Fire, other	1	1
814 - Lightning strike (no fire)	1	1
741 - Sprinkler activation, no fire - unintentional	2	2
353 - Removal of victim(s) from stalled elevator	2	2
412 - Gas leak (natural gas or LPG)	2	2
800 - Severe weather or natural disaster, other	1	1
444 - Power line down	1	1
735 - Alarm system sounded due to malfunction	2	2
424 - Carbon monoxide incident	1	1
651 - Smoke scare, odor of smoke	2	2
622 - No incident found on arrival at dispatch address	1	1
500 - Service Call, other	4	4
740 - Unintentional transmission of alarm, other	1	1
511 - Lock-out	1	1
671 - HazMat release investigation w/no HazMat	1	1
900 - Special type of incident, other	4	4
141 - Forest, woods or wildland fire	1	1
815 - Severe weather or natural disaster standby	1	1
400 - Hazardous condition, other	1	1
531 - Smoke or odor removal	1	1
Total	167	167

Total Calls by Shift

Shift	2024-05-01	Total
B Shift	54	54
C Shift	50	50
A Shift	63	63
Total	167	167

Automatic/Mutual Aid

Aid Given Or Received	Incident Number	NFIRS Number	Alarm Date	Aid Given Or Received Code	Aided Agency Name
Automatic aid given					
	2024-00000689	0000705	5/17/2024 6:36:42 PM	4	Cy-Fair FD
	2024-00000594	0000613	5/2/2024 5:46:12 AM	4	Cy-Fair FD
	2024-00000645	0000663	5/11/2024 3:47:29 AM	4	Cy-Fair FD
Mutual aid given					
	2024-00000717	0000740	5/22/2024 12:39:11 PM	3	Cy-Fair FD
	2024-00000653	0000672	5/13/2024 11:50:08 AM	3	Cy-Fair FD
	2024-00000679	0000698	5/16/2024 10:20:43 PM	3	Cy-Fair FD
	2024-00000705	0000726	5/19/2024 2:33:10 PM	3	Cy-Fair FD
	2024-00000647	0000666	5/11/2024 3:49:11 PM	3	Cy-Fair FD
	2024-00000659	0000677	5/13/2024 11:25:29 PM	3	Cy-Fair FD
	2024-00000704	0000725	5/19/2024 8:47:22 AM	3	Cy-Fair FD
	2024-00000691	0000704	5/18/2024 5:42:33 AM	3	Cy-Fair FD
	2024-00000615	0000634	5/5/2024 1:18:22 PM	3	Cy-Fair FD
Mutual aid received					
	2024-00000619	0000640	5/6/2024 7:06:00 AM	1	
	2024-00000608	0000627	5/4/2024 12:22:06 PM	1	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

MAY 2024										
Communication Division Monthly Report										
Date	CFS - PD	CFS - FD	CFS - FMO	911 Phone	10 Digit	License Plate	Driver's License	Criminal History	TCIC Msgs	Day Total
1-May	82	5	0	20	155	32	33	2	5	334
2-May	78	7	2	20	118	29	25	0	0	279
3-May	91	4	1	18	84	58	62	1	5	324
4-May	88	4	W	27	97	38	61	2	5	322
5-May	70	8	W	28	84	29	41	0	1	261
6-May	83	5	0	24	143	47	58	0	2	362
7-May	101	6	0	22	124	51	56	1	13	374
8-May	79	4	1	21	130	47	56	4	11	353
9-May	98	7	0	23	137	52	64	2	22	405
10-May	106	3	1	26	114	78	79	2	0	409
11-May	70	6	W	9	78	32	29	0	0	224
12-May	64	2	W	17	90	24	30	1	3	231
13-May	67	8	0	17	159	43	45	1	24	364
14-May	113	4	2	8	114	67	63	2	2	375
15-May	74	5	0	12	147	37	39	0	4	318
16-May	95	12	0	37	177	41	44	0	1	407
17-May	83	8	0	34	155	43	44	1	11	379
18-May	107	12	W	22	103	60	65	2	5	376
19-May	69	3	W	9	99	42	46	1	2	271
20-May	101	5	0	24	107	50	58	2	7	354
21-May	101	4	0	17	96	43	44	0	0	305
22-May	85	8	1	17	81	56	66	4	3	321
23-May	107	4	3	21	110	71	106	3	16	441
24-May	88	6	1	21	103	54	74	0	3	350
25-May	95	3	1	18	79	44	53	3	4	300
26-May	83	4	W	23	73	49	56	0	6	294
27-May	59	4	H	10	59	36	40	1	7	216
28-May	90	5	1	19	75	58	59	4	2	313
29-May	75	6	5	31	107	46	53	0	1	324
30-May	52	5	1	16	105	25	27	2	4	237
31-May	74	9	0	22	121	38	54	1	1	320
Totals	2628	176	20	633	3424	1420	1630	42	170	10143
Annual Totals	10929	758	212	2872	14360	5976	6951	208	1007	43273
<p>This month Dispatch met with Fire Chief/Fire Marshal Mark Bitz, Asst. Fire Chief/Fire Marshal Jacob Daily and Police Chief Danny Keele to go over expectations and upcoming changes involving the division.</p>										

Police Department
Monthly Activity Report
May-2024

ACTIVITY	CURRENT MONTH MAY	PREVIOUS MONTH APRIL	YTD 2024	TOTAL 2023
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OFFENSES

Homicide / Manslaughter	0	0	0	1
Sexual Assault	0	0	1	4
Robbery	1	1	4	11
Aggravated Assault	1	0	3	27
Burglary Hab/ Building	1	2	5	18
Burglary Motor Vehicle	12	12	40	59
Theft of Motor Vehicle	7	5	22	41
Thefts All Other	12	11	61	186
D.W.I.	7	6	28	37
TOTAL	41	37	164	384

PATROL STATISTICS

Calls for Service	781	677	3247	7531
Traffic Stops	750	616	2983	9884
Citations	777	573	2992	14342
Warnings	481	461	1858	3965
Accidents	86	68	326	940
House Watches	463	339	1426	6770
Crime Preventions	613	635	3175	3061
Case Reports	80	105	398	794
Arrest	32	36	154	367

ADDITIONAL STATISTICS

Flock Hits	45	37	166	357
Flock Recovery	4	7	31	123
Drone Flights	4	2	13	42
Firearms Siezed	11	12	35	65
Narcotics Items Siezed	27	38	100	243
Reports to CID	38	30	144	308

Police Department Open Positions/Recruitment

May 2024

As of May 31, 2024, the Jersey Village Police Department has the following job openings:

- Patrol Officer (1 open positions)

The Police Department has continued recruiting efforts, and is reviewing applications for qualified applicants.



Record Request Search Result

Results



Agency: JVPD

Print Date/Time: 6/3/2024 14:01

Agency #: TX1011200

Request Number	Requested Date	Requestor	Status	Type	Due Date	Time Spent	Unit of Time
2024-00000113	05/30/2024	WINDSOR, KRISTY	New	Police Report	06/13/2024		
2024-00000112	05/30/2024	Sullo and Sullo	New	Citations Issued	06/13/2024		
2024-00000111	05/29/2024	CHAMBERLAIN UNIVERSITY	Completed	Calls for Service Slips	06/12/2024	30	Minutes
2024-00000110	05/21/2024	COKER, DUSTIN EARL	Completed	Police Report	06/04/2024	30	Minutes
2024-00000109	05/13/2024	AMARO LAW FIRM	Completed	Police Report	05/27/2024	45	Minutes
2024-00000108	05/09/2024	STILLWAGON, LESLIE	In Progress	Body/Dash Camera	05/23/2024		
2024-00000107	05/09/2024	Sullo and Sullo	Completed	Citations Issued	05/23/2024	30	Minutes
2024-00000106	05/07/2024	SAFE HAVEN COMMUNITY SERVICES	Completed	Calls for Service Slips	05/21/2024	30	Minutes
2024-00000105	05/07/2024	ARMS WIDE OPEN	Completed	Calls for Service Slips	05/21/2024	30	Minutes
2024-00000104	05/07/2024	HCPDO	Completed	Calls for Service Slips	05/21/2024	30	Minutes
2024-00000103	05/06/2024	GARDUNO, CYNTHIA ANN	Completed	Calls for Service Slips	05/20/2024	30	Minutes
2024-00000102	05/02/2024	RICE, TARA MICHELLE	Completed	Police Report	05/16/2024	30	Minutes
2024-00000101	05/02/2024	HARRIS COUNTY HEALTH SYSTEM	Completed	Police Report	05/16/2024	30	Minutes
2024-00000100	05/02/2024	SAFE HAVEN COMMUNITY SERVICES	Completed	Calls for Service Slips	05/16/2024	30	Minutes
2024-00000099	05/02/2024	Lexis Nexis	Completed	Citations Issued	05/16/2024	30	Minutes
Total Records							15

CITY OF JERSEY VILLAGE
MUNICIPAL COURT
COLLECTIONS 2024

	CITY PORTION			RESTRICTED FUND				STATE & OMNI & COLLECTIONS	
MONTH	CITY FINES	WARRANT COLLECTION	CITY PORTION OMNI FEES	COURT SEC. FUND	COURT TECH. FEE	JUDICIAL EFF. FEE	CHILD SAFETY	PORTION FEES	TOTAL COLLECTION
Jan	\$45,755.21	\$2,265.92	\$254.08	\$1,263.90	\$1,084.48	\$42.90	\$0.00	\$26,532.21	\$77,198.70
Feb	\$55,419.76	\$4,332.90	\$356.00	\$1,432.50	\$1,267.90	\$61.40	\$0.00	\$33,223.04	\$96,093.50
Mar	\$57,545.66	\$4,635.64	\$328.00	\$1,559.94	\$1,347.82	\$58.33	\$0.00	\$34,601.38	\$100,076.77
Apr	\$55,746.96	\$3,608.16	\$276.00	\$1,586.44	\$1,381.38	\$60.83	\$25.00	\$34,142.18	\$96,826.95
May	\$54,982.01	\$2,974.67	\$236.00	\$1,520.27	\$1,269.64	\$50.25	\$25.00	\$31,051.28	\$92,109.12
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									
Totals	\$269,449.60	\$17,817.29	\$1,450.08	\$7,363.05	\$6,351.22	\$273.71	\$50.00	\$159,550.09	\$462,305.04

Municipal Courts
Activity Detail
May 1, 2024 to May 31, 2024
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
Cases Pending 5/1/2024:							
<i>Active Cases</i>	24,581	336	0	159	1,811	202	27,089
<i>Inactive Cases</i>	16,618	33	0	147	4,972	56	21,826
Docket Adjustments	0	0	0	0	0	0	0
Cases Added:							
New Cases Filed	563	2	0	3	41	12	621
Cases Reactivated	41	0	0	1	14	0	56
All Other Cases Added	0	0	0	0	0	0	0
Total Cases on Docket	25,185	338	0	163	1,866	214	27,766
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	178	3	0	3	21	3	208
Dismissed by Prosecution	126	0	0	0	10	1	137
Total Dispositions Prior to Court Appearance or Trial	304	3	0	3	31	4	345
Dispositions at Court Appearance or Trial:							
Convictions:							
<i>Guilty Plea or Nolo Contendere</i>	1	0	0	0	0	0	1
<i>By the Court</i>	0	0	0	0	0	0	0
<i>By the Jury</i>	0	0	0	0	0	0	0
Acquittals:							
<i>By the Court</i>	0	0	0	0	0	0	0
<i>By the Jury</i>	0	0	0	0	0	0	0
Dismissed by Prosecution	15	0	0	0	0	0	15
Total Dispositions at Court Appearance or Trial	16	0	0	0	0	0	16
Compliance Dismissals:							
After Driver Safety Course	18	---	---	---	---	---	18
After Deferred Disposition	6	0	0	0	0	0	6
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	9	---	---	---	---	---	9
All Other Transportation Code Dismissals	72	0	0	0	0	0	72
Total Compliance Dismissals	105	0	0	0	0	0	105
All Other Dispositions	1	0	0	0	2	0	3
Total Cases Disposed	426	3	0	3	33	4	466
Cases Placed on Inactive Status	126	1	0	1	62	0	189
Cases Pending 5/31/2024:							
<i>Active Cases</i>	24,633	334	0	159	1,771	210	27,107
<i>Inactive Cases</i>	16,703	34	0	147	5,020	56	21,960
Show Cause and Other Required Hearings Held	66	0	0	0	8	0	74
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION OF JUNE 17, 2024

Municipal Courts
Activity Detail
May 1, 2024 to May 31, 2024
100.0 Percent Reporting Rate
1 Reports Received Out of a Possible 1
Court: Jersey Village

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 5/1/2024:	
<i>Active Cases</i>	
<i>Inactive Cases</i>	
Docket Adjustments	
Cases Added:	
New Cases Filed	
Cases Reactivated	
All Other Cases Added	
Total Cases on Docket	
Dispositions:	
Uncontested Civil Fines or Penalties	
Default Judgments	
Agreed Judgments	
Trial/Hearing by Judge/Hearing Officer	
Trial by Jury	
Dismissed for Want of Prosecution	
All Other Dispositions	
Total Cases Disposed	
Cases Placed on Inactive Status	
Cases Pending 5/31/2024:	
<i>Active Cases</i>	
<i>Inactive Cases</i>	
Cases Appealed:	
After Trial	
Without Trial	
JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	
Non-Driving Alcoholic Beverage Code Cases Filed.....	
Driving Under the Influence of Alcohol Cases Filed.....	
Drug Paraphernalia Cases Filed.....	
Tobacco Cases Filed.....	
Truant Conduct Cases Filed.....	
Education Code (Except Failure to Attend) Cases Filed.....	
Violation of Local Daytime Curfew Ordinance Cases Filed.....	
All Other Non-Traffic Fine-Only Cases Filed.....	
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i>	
<i>Discretionary Transfer</i>	
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i>	
<i>Statements Certified</i>	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	0

Municipal Courts
Activity Detail
May 1, 2024 to May 31, 2024
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:		
Class C Misdemeanors	0	
Class A and B Misdemeanors	0	
Felonies	0	
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		
Class A and B Misdemeanors		
Felonies		
Capiases Pro Fine Issued		
Search Warrants Issued		
Warrants for Fire, Health and Code Inspections Filed		
Examining Trials Conducted		
Emergency Mental Health Hearings Held		
Magistrate's Orders for Emergency Protection Issued		
Magistrate's Orders for Ignition Interlock Device Issued		
All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond		
Driver's License Denial, Revocation or Suspension Hearings Held		
Disposition of Stolen Property Hearings Held		
Peace Bond Hearings Held		
Cases in Which Fine and Court Costs Satisfied by Community Service:		
Partial Satisfaction		
Full Satisfaction		
Cases in Which Fine and Court Costs Satisfied by Jail Credit		
Cases in Which Fine and Court Costs Waived for Indigency		
Amount of Fines and Court Costs Waived for Indigency		
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 89,249
Remitted to State		\$ 2,800
Total		\$ 92,049

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

**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>PLAN</u>	<u>TOTAL</u>	<u>CLOSED</u>	<u>TOTAL</u>
<u>May 1, 2024</u> <u>AM Docket</u>	Judge Kisluk	121	11	9%	110	91%	43	39%	52	47%
	McCorvey/Dolan									
<u>May 1, 2024</u> <u>PM Docket</u>	Judge Kisluk	152	23	15%	129	85%	46	36%	53	41%
	McCorvey/Dolan									
<u>May 13, 2024</u> <u>AM Docket</u>	Judge Harris	124	15	12%	109	88%	33	30%	48	44%
	McCorvey/Dolan									
<u>May 13, 2024</u> <u>PM Docket</u>	Judge Harris	86	2	2%	84	98%	29	35%	33	39%
	McCorvey/Dolan									
<u>May 15, 2024</u> <u>AM Docket</u>	Judge Chancia	17	3	18%	14	82%	3	21%	9	64%
	McCorvey/Dolan									
<u>TOTAL</u>		500	54	11%	446	89%	154	35%	195	44%



Location Listing

CITY OF JERSEY VILLAGE

12/4/2023

Location Listing By Location

Location Details For Dates From 11/01/2023 To 11/30/2023

Citation #	Location
Ran Stop Sign	7
E0016850	Congo Ln and Australia St
E0016876	Congo Ln and Solomon St
E0017863	Philippine St and Lakeview Dr
E0017864	Lakeview Dr and Philippine St
E0017628	Lakeview Dr and Philippine St
E0017336	15500 Block Lakeview Dr
E0017295	16100 Block Lakeview Dr
Speeding In A School Zone	1
E0016889	15400 Block Shanghai St
Report Totals	8

JERSEY VILLAGE MUNICIPAL COURT ACTIVITY REPORT

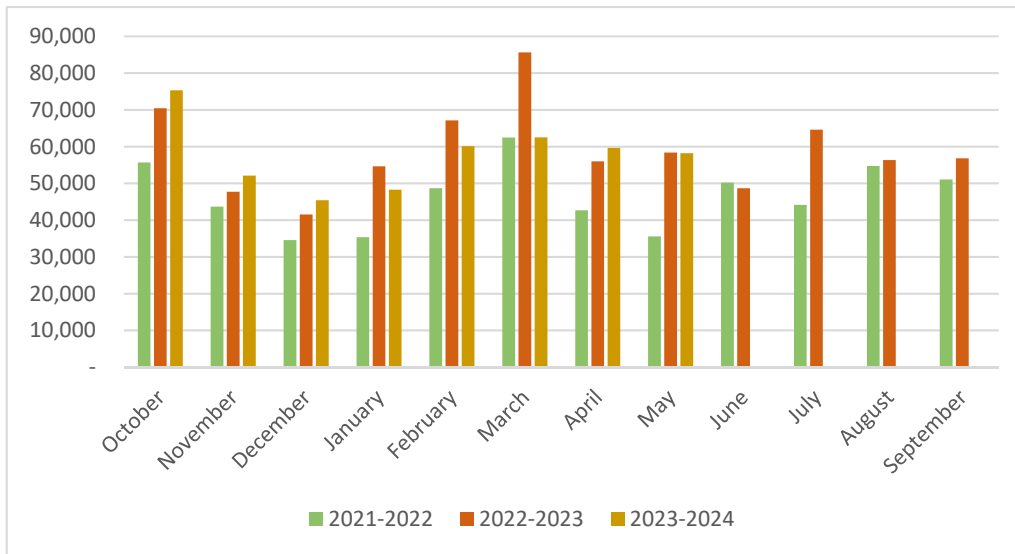
GENERAL PROCEEDS

FY 2022, 2023, 2024

	2021-2022	2022-2023	2023-2024
October	55,655	70,423	75,304
November	43,670	47,705	52,124
December	34,579	41,546	45,394
January	35,361	54,620	48,275
February	48,662	67,147	60,109
March	62,459	85,617	62,509
April	42,666	55,981	59,631
May	35,582	58,396	58,193
June	50,183	48,653	
July	44,123	64,601	
August	54,708	56,347	
September	51,053	56,794	

FY Total	\$ 558,701	\$ 707,829	\$ 461,539
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Average Per Month	\$ 46,558	\$ 58,986	\$ 57,692
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Public Works Status Report – May 2024

CIP Project Progress –

- Philippine lift station rehab - This month, the contractor set up a bypass pump to reroute influent and ensure uninterrupted operations.
- CCTV – Pre-bid meeting was held on 5/30 with 2 interested contractors in attendance. Bid opening is set for 6/6.
- Australia & Solomon – no update; project in design phase.
- Seattle & Singapore – no update; project in design phase.
- Congo Lane – Construction is scheduled to start 6/3/24.
- 2024 Sanitary Improvements – This month, the northeast corner of Wall/Rio Grande pavement was broken out and removed and the crew put down sod in the area of SMH 6 and began forming up the sidewalk on Rio Grande to the south of Wall Street.

Streets –

- Conducted daily checks including inlet cleaning, bandit sign removal, trash and debris pickup.
- Continued sidewalk repair on Epernay and began demolition of sidewalk areas on St. Helier, streets staff have been monitoring contractor work.
- State approval for temporary storm debris site was secured. The city was granted temporary approval to conduct staging and stockpiling and chipping and grinding of vegetative debris.
- Responded to work orders and calls for service.

Utilities –

- To enhance efficiency in inventory management, we have initiated the establishment of comprehensive inventory logs for parts used in distribution and collection repairs. This systematic approach will streamline inventory tracking and replenishment processes.
- Meter reading operations were conducted this week, with a notable number of rereads required to ensure accurate data collection.
- In-house maintenance activities included comprehensive preventative maintenance checks on all pumps and motors across water and wastewater facilities.
- Staff conducted regular monthly reports, plant operations and responded to incoming calls for service.

Fleet –

- Fleet work orders are being outsourced under the direction of the various city departments with city-issued vehicles.

Jersey Meadow Golf Course
Monthly Report

FY 2023-2024													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3180	3018	3388	2001	2867	3616	2572	3540					24182
Tournament Rounds	568	471	407	347	466	669	462	350					3740
Range buckets	1728	1719	2047	1266	1674	2566	1692	1770					14462
Unearned Revenue	1,301.69	2,623.00	8,415.01	10,007.07	6,510.73	17,186.75	3,403.98	3,247.69					52,695.92
All Memberships	2,362.00	2,746.00	1,801.00	5,326.00	7,961.00	4,478.00	3,653.00	5,555.00					33,882.00
Green Fees	132,343.05	127,127.34	158,966.88	89,616.61	117,906.36	153,712.92	91,783.50	126,916.91					998,373.57
Tournament Fees	23,528.02	16,529.72	16,567.16	11,641.68	15,841.84	25,971.93	16,955.40	11,440.18					138,475.93
Virtual Meadow							1,465.00	8,560.00					10,025.00
Range Fees	16,906.25	16,433.10	23,923.16	10,206.07	15,714.95	24,547.05	17,928.61	17,380.73					143,039.92
Club Rental	840.00	1075.00	1,295.00	1,020.00	501.00	1,400.00	565.00	1,355.00					8,051.00
Sales of Merchandise	20,282.74	15,410.33	31,061.71	13,669.23	27,779.48	16,475.96	12,955.61	25,584.10					163,219.16
Concession Fees	6,342.55	5,162.27	5,021.42	2,746.04	3,417.56	4,349.94	6,089.56	7,878.68					41,008.02
Miscellaneous Fees	762.50	820.00	1,095.00	6,120.00	2,435.00	4,172.00	1,180.00	960.00					17,544.50
Total Income	204,668.80	187,926.76	248,146.34	150,352.70	198,067.92	252,294.55	155,979.66	208,878.29	-	-	-	-	1,606,315.02
Weather Totals	1RO/4WD/2CM	1RO/3WD/1CM/1H	1RO/1WD/1CM/1H	6RO/5WD/2CM	1RO/2WD/2CM	1RO/2WD/2CM	2WD/2CM/9CD	2RO/7WD/2CM					13RO/26WD/14CM/2H/9CD
Income Per Round	\$53.63	\$52.32	\$62.70	\$57.50	\$55.08	\$53.82	\$49.08	\$51.43	\$0.00	\$0.00	\$0.00	\$0.00	\$54.43
FY 2022-2023													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3525	2396	3043	2687	3141	3686	3805	3863	4334	4511	3457	3090	41538
Tournament Rounds	682	366	247	311	299	718	643	668	393	209	370	415	5321
Range buckets	2573	1634	1788	1753	2063	2351	2464	2471	2207	2024	1089	1750	24167
Unearned Revenue	1,112.70	1,808.63	2,089.79	320.02	5,242.79	1,010.24	3,556.28	1,196.52	4,271.05	2,422.57	3,804.05	3,107.62	29,942.26
All Memberships	2,135.00	2,663.00	2,708.00	4,720.00	5,174.00	4,092.00	5,352.00	5,163.00	6,264.00	3,117.00	2,205.00	9,162.00	52,755.00
Green Fees	132,827.83	85,068.15	114,137.60	100,838.30	114,018.33	133,583.65	150,038.12	142,255.19	162,288.10	173,052.23	127,240.58	126,459.64	1,561,807.72
Tournament Fees	27,603.64	18,633.12	8,610.20	11,713.18	8,728.88	29,476.65	24,806.13	27,846.52	15,530.92	7,226.92	10,638.80	15,773.00	206,587.96
Range Fees	21,149.70	12,968.55	16,290.93	15,615.13	19,292.54	21,296.22	22,857.86	22,393.52	20,051.46	20,323.75	8,824.11	16,261.35	217,325.12
Club Rental	1,155.00	560.00	840.00	700.00	525.00	1,175.00	945.00	1,510.00	665.00	1,275.00	1,070.00	700.00	11,120.00
Sales of Merchandise	21,801.26	14,114.20	23,038.21	14,016.70	18,125.68	24,085.27	25,060.51	24,741.47	33,039.05	26,249.43	24,629.40	20,525.33	269,426.51
Concession Fees	7,376.22	4,725.66	4,660.36	4,660.10	4,674.17	7,290.75	7,154.99	6,990.82	7,614.92	6,925.69	4,333.40	4,978.02	71,385.10
Miscellaneous Fees	1,185.00	510.00	1,330.00	4,908.00	2,010.00	5,690.00	1,290.00	1,230.00	2,095.00	3,114.00	1,412.50	635.00	25,409.50
Total Income	216,346.35	141,051.31	173,705.09	157,491.43	177,791.39	227,699.78	241,060.89	233,327.04	251,819.50	243,706.59	184,157.84	197,601.96	2,445,759.17
Weather Totals	2W/2CM	4RO/6WD/1CM/1H	3RO/5WD/1CM/1H	8RO/7WD/	2RO/12WD/1CM	1WD/1CM	2RO/2WD/2CM	3RO/2WD/2CM	2CM	2CM	2CM	2CM	22RO/37W/18CM/2H
Income Per Round	\$50.65	\$49.45	\$51.34	\$50.85	\$48.66	\$50.54	\$52.19	\$50.09	\$51.04	\$50.46	\$46.55	\$52.88	\$50.43
FY 2021-2022													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2397	2623	3906	2991	2480	3650	4267	4246	4035	4380	3415	3471	41861
Tournament Rounds	372	478	179	385	360	528	803	437	397	264	320	447	4970
Range buckets	1585	1715	1766	1750	1590	2184	2801	1915	2014	1976	1721	2070	23087
Unearned Revenue	(556.33)	514.85	-5949.83	1,720.67	1612.93	-274.22	-575.20	58.13	538.58	-4,859.49	344.70	356.80	-7068.41
All Memberships	2,549.04	1,542.74	5,865.67	3,997.46	3,767.58	3,141.31	3,663.03	1,891.30	7,780.17	2,813.16	4,790.16	6,829.74	48,631.36

Jersey Meadow Golf Course
Monthly Report

Green Fees	65,544.86	78,370.08	124,320.31	100,457.95	81,773.18	126,316.61	153,285.75	153,551.91	145,932.85	171,330.00	124,186.22	126,516.95	1,451,586.67
Tournament Fees	10,948.44	13,288.54	4,891.74	12,613.60	12,335.54	18,762.63	35,021.54	14,233.05	13,847.52	8,068.96	10,794.64	16,131.63	170,937.83
Range Fees	14,489.57	14,786.57	16,660.55	13,857.89	14,225.30	19,619.82	22,168.32	16,538.79	16,676.60	17,234.86	13,717.04	17,789.95	197,765.26
Club Rental	570.00	550.00	750.00	470.00	575.00	1,065.00	1,245.00	1,405.00	765.00	1,180.00	700.00	805.00	10,080.00
Sales of Merchandise	17,121.81	19,125.27	28,937.12	16,692.98	12,081.97	24,827.62	22,286.23	34,034.97	30,282.60	29,456.16	24,641.63	24,047.00	283,535.36
Concession Fees	4,234.29	4,478.32	4,472.80	3,616.67	3,428.00	5,717.07	7,183.73	6,065.59	6,009.66	6,473.69	5,195.28	6,061.12	62,936.22
Miscellaneous Fees	745.00	572.50	1,227.50	4,620.00	2,122.50	3,080.00	1,090.00	797.50	945.00	1,382.50	1,135.00	1,085.00	18,802.50
Total Income	115,646.68	133,228.87	181,175.86	158,047.22	131,922.00	202,255.84	245,368.40	228,576.24	222,777.98	233,079.84	185,504.67	199,623.19	2,237,206.79
Weather Totals	3RO/5W	3RO/3W/1H	1RO/4WD/1H	4RO/5WD	3RO/9W	2RO/3WD/1CM	3WD/1CM	2WD/3CM	2CM	2CM	6W/2CM	2W/2CM	16RO/48WD/2H/15CM
Income Per Round	\$41.05	\$42.30	\$44.37	\$45.12	\$44.56	\$47.72	\$47.79	\$48.39	\$48.39	\$50.63	\$48.29	\$49.12	\$46.88
FY 2020-2021													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	4199	3833	3206	3215	2280	3783	4087	2324	3072	2821	2836	2533	38189
Tournament Rounds	432	411	259	331	305	440	529	124	203	191	291	190	3706
Range buckets	2502	2139	1223	1788	1486	2241	2466	1307	1502	1498	1382	1258	20792
Unearned Revenue	(1,828.70)	-1677.03	-4123.64	2,577.07	2064.97	-958.42	206.90	-92.10	575.09	-127.91	-155.38	-27.46	-3566.61
Star Memberships	2,377.46	2,736.33	5,954.76	7,521.62	1,915.74	4,635.35	3,159.33	1,995.45	4,803.60	3,233.89	3,180.76	6,454.90	47,969.19
Green Fees	141,058.90	124,752.60	109,221.89	105,315.36	71,692.37	119,546.11	121,128.32	62,875.00	80,447.99	80,645.70	81,404.77	71,499.41	1,169,588.42
Tournament Fees	13,045.47	13,682.26	8,298.51	10,179.60	9,200.71	14,142.00	18,269.46	2,903.42	4,212.42	4,527.46	8,223.60	4,834.56	111,519.47
Range Fees	17,672.31	16,345.86	11,579.13	15,033.71	11,146.53	19,095.87	20,049.84	13,537.90	12,704.06	14,081.06	11,890.88	12,542.44	175,679.59
Club Rental	390.00	400.00	200.00	225.00	275.00	648.00	680.00	468.75	500.00	495.00	605.00	450.00	5,336.75
Sales of Merchandise	17,709.62	19,202.56	24,247.44	13,485.64	14,168.19	24,726.37	26,656.07	13,570.96	18,020.66	18,184.21	18,934.56	14,113.44	223,019.72
Concession Fees	6,097.49	4,843.35	3,944.58	3,819.87	2,830.15	5,123.29	5,450.52	3,378.74	4,157.36	3,740.46	3,714.91	3,334.53	50,435.25
Miscellaneous Fees	2,450.00	2,530.00	3,888.25	4,914.50	2,224.50	3,717.50	1,762.50	407.50	937.50	785.70	960.51	515.00	25,093.46
Total Income	198,972.55	182,815.93	163,210.92	163,072.37	115,518.16	190,676.07	197,362.94	99,045.62	126,358.68	125,565.57	128,759.61	113,716.82	1,805,075.24
Weather Totals	1RO/1CM	2RO/2W/1H	4RO/4W/1H	4RO/9W	7RO/7W	5W/1CM	1RO/4W/1CM	5RO/9W/5CM	3RO/5W	1RO/13W/	5WD	3RO/7W/	31RO/70W/8CM/2H
Income Per Round	\$42.85	\$42.83	\$46.57	\$43.14	\$43.15	\$44.28	\$42.03	\$39.68	\$36.94	\$40.66	\$40.21	\$39.40	\$42.03
FY 2019-2020													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2822	2566	3505	2388	2490	2854	119	4916	4325	4935	4516	4202	39638
Tournament Rounds	447	418	203	289	384	159	0	148	354	252	314	330	3298
Range buckets	1508	1433	1478	1209	1581	1335	0	2205	1892	2053	2105	2245	19044
Unearned Revenue	400.91	-317.89	-2154.02	888.22	2151.38	-869.36		-1196.43	(2,268.55)	-886.59	-1067.16	-2251.51	-7571.00
Star Memberships	5,042.78	2,178.46	4,127.77	4,402.75	3,400.19	8,901.18		7,176.37	6,040.07	4,346.20	3,191.19	5,543.08	54,350.04
Green Fees	80,370.21	78,523.77	110,211.22	60,955.71	72,572.18	82,188.50	2,954.35	163,982.17	138,989.99	157,398.71	147,675.64	137,051.64	1,232,874.09
Tournament Fees	13,053.96	12,342.40	5,437.16	8,154.89	10,871.77	4,486.89		3,982.41	10,281.47	7,587.12	8,601.62	10,372.60	95,172.29
Range Fees	10,699.65	8,606.44	13,836.14	7,972.55	10,145.66	10,230.65		15,918.29	13,079.70	15,253.98	15,050.54	17,622.61	138,416.21
Club Rental	300.00	320.00	360.00	320.00	575.00	545.00			505.00	350.00	525.00	400.00	4,200.00
Sales of Merchandise	16,110.06	14,074.31	18,896.41	11,981.09	13,269.78	11,835.19	224.37	21,452.21	22,601.63	23,408.83	20,116.55	24,693.77	198,664.20
Concession Fees	3,716.48	3,343.51	3,615.00	3,134.23	3,516.51	3,098.47	94.01	5299.63	4,980.36	5,047.86	5,384.34	5,803.02	47,033.42
Miscellaneous Fees	424.00	1,253.00	675.00	4,824.00	2,533.00	2,230.00	60.00	900.00	940.00	2,467.50	3,445.00	2,735.00	22,486.50
Total Income	130,118.05	120,324.00	155,004.68	102,633.44	119,035.47	122,646.52	3,332.73	217,514.65	195,149.67	214,973.61	202,922.72	201,970.21	1,785,625.75
Weather Totals	4W/2RO/1CM	1W/5RO/1CM/1H	1W/1RO/1H	13W/5RO/0CM	5W/6RO/1CM	5W/1CM/7CVD-19	27 CVD-19	1W/2RO/1CM	1W/3RO/1M	4W/1RO/1M	3W/2RO/1M	1W/3RO/1H	39W/29RO/8CM/4H/34CV

Jersey Meadow Golf Course
Monthly Report

Income Per Round	\$38.14	\$39.70	\$41.27	\$36.36	\$39.49	\$38.04	\$28.01	\$41.77	\$40.90	\$40.78	\$41.57	\$43.84	\$40.50

Jersey Meadow Golf Course
Monthly Report

Fy 2018-2019													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2389	2319	2117	1993	1873	3241	4169	3196	3346	4392	3809	2770	35614
Tournament Rounds	582	393	299	257	297	367	526	636	682	304	304	331	4978
Range buckets	1265	955	970	1031	1046	1284	1368	1181	1591	1606	1544	1351	15192
Unearned Revenue	-1472.95	-1668.62	-3443.07	1,430.45	60.48	-134.21	504.86	-1359.80	(2,370.72)	-229.23	-201.60	-865.64	(9,750.05)
Star Memberships	2,094.31	1,601.02	3,748.62	2,358.88	1,996.45	6,057.91	5,552.78	3475.34	2,823.76	4,319.36	4588.93	4294.91	42,912.27
Green Fees	65,328.60	52,816.14	68,371.79	42,809.31	44,185.56	85,369.39	103,277.89	88751.10	96,727.91	121,034.15	104445.40	77863.67	950,980.91
Tournament Fees	17,318.04	11,240.60	7,232.24	6,767.13	7,847.31	11,481.95	16,021.51	17097.50	21,215.16	8,816.48	9044.27	10591.82	144,674.01
Range Fees	6,576.03	4,475.29	9,669.19	5,207.18	6,205.01	7,889.27	7,087.90	5831.73	7,207.86	9,019.33	8733.55	7613.81	85,516.15
Club Rental	624.66	325.00	200.00	300.00	240.00	220.00	500.00	480.00	660.00	440.00	260.00	280.00	4,529.66
Sales of Merchandise	15,603.17	12,923.62	11,727.68	7,095.43	14,064.14	14,104.40	20,214.49	19090.89	21,910.22	18,239.02	22489.56	16744.87	194,207.49
Concession Fees	4,576.77	3,087.86	2,869.59	2,652.55	2,637.97	4,628.91	4,886.33	4433.14	4,587.18	4,734.94	4221.99	3379.30	46,696.53
Miscellaneous Fees	1,236.00	258.00	723.00	2,475.00	1,538.94	3,071.00	1,389.00	670.00	1,019.00	570.00	605.00	590.00	14,144.94
Total Income	\$111,884.63	85,058.91	101,099.04	71,095.93	78,775.86	132,688.62	159,434.76	138,469.90	153,780.37	166,944.05	154,187.10	120,492.74	\$1,473,911.91
Weather Totals	7W / 3RO	11W/4RO/1H	11W/2RO/1H	15W/3RO	10W/3RO	5W	7W	6W/1RO/1CM	6W/2RO	2W/1CM	4W	5W/3RO/1CM	89W/21RO3CM/2H
Income Per Round	\$37.45	\$31.39	\$41.72	\$29.91	\$35.35	\$35.13	\$32.67	\$35.58	\$38.07	\$34.68	\$36.42	\$37.75	\$35.49
FY 2017 - 2018													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,102	3,070	2,024	1,729	1,589	3470	3759	3530	3086	3,189	3,797	2,067	34,412
Tournament Rounds	555	369	275	317	262	374	449	585	491	307	319	228	4,531
Range buckets	1,391	1,398	770	895	787	1696	1884	1508	1322	1,280	1,359	852	15,142
Unearned Revenue			-24.63	967.27	-639.7	-367.01	-218.17	-1096.72	-349.85	-1530.91	-278.61	-431.73	-3970.06
Star Memberships	1,083.00	1,075.00	1,177.43	886.16	1,747.32	3,162.05	4,582.19	2,639.33	3,504.48	3,017.77	3,433.05	1038.59	27,346
Green Fees	76,440.71	83,616.18	56,482.97	41,148.61	34,012.15	92,628.33	105,731.34	97,318.89	89,853.79	88,257.01	94,600.16	54,390.33	914,480
Tournament Fees	15,749.55	10,763.90	8,833.94	9,282.22	6,489.84	10,364.94	13,093.08	16,466.79	15,368.94	9,305.25	9,077.39	7,464.76	132,261
Range Fees	6,820.25	7,163.03	5,664.41	4,636.80	4,335.16	10,101.88	9,859.66	9,101.61	7,509.12	7,112.74	7,161.08	4,782.61	84,248
Club Rental	150.00	555.00	430.00	230.00	60.00	420.00	524.66	280.00	460.00	475.52	380.00	200.00	4,165
Sales of Merchandise	16,065.54	15,566.43	10,147.15	8,019.54	10,197.37	17,132.64	16,095.62	18,707.26	14,255.38	15,682.44	14,648.24	9,488.43	166,006
Concession Fees	4,070.46	4,003.81	2,587.61	2,170.15	1,979.37	4,541.22	4,790.23	5,333.66	4,121.71	3,529.24	4,120.95	2,579.58	43,828
Miscellaneous Fees	653.99	210.00	795.00	2,745.00	1,710.00	1,665.00	1,035.00	690.00	490.00	480.00	525.00	190.00	11,189
Total Income	\$121,033.50	\$122,953.35	\$86,093.88	\$70,085.75	\$59,891.51	\$139,649.05	\$155,493.61	\$149,440.82	\$135,213.57	\$126,329.06	\$133,667.26	\$79,702.57	\$1,383,523.99
Weather Totals	5W / 1RO	0	6W/4RO/1H	7W/5RO&ICE	5W / 6RO	IW/IRO/2CM	1 CM	4 W	3W / 3 RO	7W / 1 RO	4W / 1RO	16W / 6 RO	58W/28RO/3CM/1H
Income Per Round	\$32.80	\$35.44	\$36.95	\$33.35	\$31.76	\$35.60	\$35.91	\$35.94	\$36.92	\$35.71	\$31.71	\$34.46	\$34.82

Jersey Meadow Golf Course
Monthly Report

FY 2016 - 2017													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,521	2,355	1,972	1,584	2,223	2,331	3,281	3,253	2,881	2,835	2,057	3,166	30,459
Tournament Rounds	771	472	325	341	336	549	473	812	517	596	310	517	6,019
Range buckets	1,783	1,256	968	632	991	1279	1412	1263	1155	1,295	956	1,286	14,276
Star Memberships	2,235.00	1,570.00	25.00	1,029.00	1,510.00	1,024.00	2,221.00	1,144.00	1,219.00	800.00	620.00	555.00	13,952
Green Fees	71,022.49	65,681.11	50,027.42	38,520.25	61,122.97	55,752.79	88,247.62	87,096.00	74,742.39	73,059.53	53,137.49	79,790.70	798,201
Tournament Fees	23,727.00	15,666.88	9,089.41	9,620.52	9,547.76	15,065.14	15,118.67	25,088.25	15,155.20	19,660.62	8,650.70	16,188.44	182,579
Range Fees	8,258.92	6,360.11	4,774.40	4,514.09	6,347.68	6,640.74	7,981.02	7,154.62	6,139.70	6,290.14	5,154.24	7,231.26	76,847
Club Rental	340.00	260.00	100.00	125.00	275.00	150.00	475.00	450.00	470.00	425.00	375.00	213.86	3,659
Sales of Merchandise	8,480.22	10,003.82	11,483.44	6,450.19	12,081.93	12,342.40	12,562.48	12,120.38	14,895.60	13,280.56	7,315.30	11,177.14	132,193
Concession Fees	3,607.96	2,907.70	2,282.52	1,852.88	2,529.79	3,058.07	4,267.45	4,599.10	3,209.21	5,744.57	2,244.09	3,790.50	40,094
Miscellaneous Fees	60.00	722.47	219.00	5,601.50	1,621.00	1,773.00	1,123.32	540.00	345.00	300.00	390.00	225.00	12,920
Total Income	\$117,731.59	\$103,172.09	\$78,001.19	\$67,713.43	\$95,036.13	\$95,806.14	\$131,996.56	\$138,192.35	\$116,176.10	\$119,560.42	\$77,886.82	\$119,171.90	\$1,260,444.72
Weather Totals	2 W	5 W/1CM/1H	4 W/2RO/1H	3 W/7RO	6W/1CM/1RO	3W/5RO/1CM	2W/1CM/3RO	3W/1CM	4W/1CM/2RO	4W/1RO/2CM	6W / 5RO	4W/2RO	46W/28RO/8CM/2H
							10 TT				Harvey		10 TT
Income Per Round	\$35.08	\$35.94	\$33.95	\$34.64	\$36.55	\$32.91	\$34.57	\$33.71	\$33.83	\$34.61	\$32.64	\$32.21	\$34.17
FY 2015 - 2016													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,839	2,010	1,964	2,015	2,397	2,561	2,433	2,911	2,591	3,012	1,874	2,215	28,822
Tournament Rounds	89	73	33		154	57	428	571	672	428	430	458	3,393
Range buckets	1,045	528	626	857	1195	1224	1152	1354	1444	1,484	922	1,132	12,963
Star Memberships	2,320.00	1,840.00	2,160.00	2,720.00	3,200.00	2,880.00	3,120.00	3,195.00	4,105.00	4,720.00	1,680.00	2,765.00	34,705
Green Fees	81,461.98	58,415.91	56,870.74	61,260.67	71,371.18	78,811.81	77,316.60	88,465.87	74,355.72	88,449.72	49,618.51	60,651.53	847,050
Tournament Fees	3,507.47	3,480.00	1,600.50		5,307.31	2,457.42	13,699.36	17,393.71	19,728.37	13,160.39	12,453.56	13,837.02	106,625
Range Fees	6,099.17	3,205.02	3,985.47	4,891.36	7,045.93	6,953.50	7,080.21	6,496.23	6,269.88	7,647.03	4,584.13	6,253.36	70,511
Sales of Merchandise	5,520.79	4,143.21	4,484.56	3,588.10	4,733.45	7,385.19	7,318.89	7,988.63	10,044.66	11,428.74	8,048.85	7,391.68	82,077
Concession Fees	3,615.16	2,390.07	2,115.33	2,117.89	2,454.64	2,951.94	3,371.51	4,035.94	3,650.00	3,548.87	2,127.83	2,529.94	34,909
Miscellaneous Income	3,946.41	1,958.57	2,801.66	1,458.15	3,350.88	2,642.18	797.99	75.00	625.00	4,181.00	165.00	45.00	22,047
Total Income	\$106,470.98	\$75,432.78	\$74,018.26	\$76,036.17	\$97,463.39	\$104,082.04	\$112,704.56	\$127,650.38	\$118,778.63	\$133,135.75	\$78,677.88	\$93,473.53	\$1,197,924.35
Weather Totals	5 rain	7 rain/1 closed	8 rain/1 closed	6 rain	3 rain	5 rain	6 rain/2 closed	1 A/1 RO/5 rain	1 RO/ 6 rain	2 rain	2 RO / 12 rain	5 rain	74 R / 1 A / 4 closed
Income Per Round	\$35.57	\$35.33	\$35.98	\$36.39	\$36.95	\$38.66	\$38.30	\$35.74	\$35.14	\$37.33	\$33.42	\$33.94	\$36.11
FY 2014 - 2015													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,309	2,227	1,938	1,741	1,857	2,353	2,787	2,175	2,559	3,101	2,683	2,788	29,518
Tournament Rounds	282	72	9	82	88	122	86	427	282	24	150	40	1,664
Range buckets	1,205	641	514	662	828	747	1054	570	828	1,119	1,022	1,038	10,228
Star Memberships	2,800.00	1,440.00	2,480.00	3,200.00	3,280.00	3,760.00	4,560.00	4,160.00	5,040.00	5,280.00	3,040.00	3,630.00	42,670
Green Fees	93,432.44	65,090.39	52,482.91	50,493.14	55,649.84	67,830.42	82,135.12	69,453.93	73,951.39	89,770.24	79,091.67	82,386.10	861,768
Tournament Fees	11,123.00	2,937.00	387.00	3,529.00	3,129.71	4,620.00	4,300.00	13,300.96	8,646.00	1,212.00	5,491.00	2,000.00	60,676
Range Fees	7,330.62	3,963.32	3,113.21	3,748.13	5,169.54	4,715.30	6,622.06	3,757.32	5,067.31	6,489.92	5,983.85	6,385.83	62,346
Sales of Merchandise	7,737.66	6,531.42	5,201.81	3,940.79	3,821.79	5,315.21	6,723.45	6,429.09	7,312.73	6,651.59	6,020.07	8,047.46	73,733
Concession Fees	5,320.35	2,303.14	1,699.47	1,673.08	2,006.87	2,573.29	3,161.08	3,508.66	2,945.26	3,050.58	2,780.99	2,863.49	33,886

Jersey Meadow Golf Course
Monthly Report

Miscellaneous Income	6,978.24	1,694.18	3,203.26	2,857.26	3,025.80	2,979.57	3,634.69	3,312.38	5,031.37	9,249.57	3,373.41	6,628.33	51,968
Total Income	\$134,722.31	\$83,959.45	\$68,567.66	\$69,441.40	\$76,083.55	\$91,793.79	\$111,136.40	\$103,922.34	\$107,994.06	\$121,703.90	\$105,780.99	\$111,941.21	\$1,187,047.06
Weather Totals	3 rain	8 rain/1 closed	8 rain/1 closed	15 weather days	8 weather days	9 rain	8 rain	14 rain	7 rain	1 rain	4 rain	8 rain	93/2
Income Per Round	\$36.74	\$35.89	\$33.94	\$36.34	\$37.43	\$35.57	\$37.10	\$38.34	\$36.24	\$37.26	\$36.27	\$38.30	\$36.70

Jersey Meadow Golf Course
Monthly Report

FY 2013 - 2014													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,915	2,352	2,125	2,234	2,158	2914	3457	3175	3344	3,457	3,350	2,749	34,230
Tournament Rounds	178	75	0	30	30	95	246	363	203	13	17	44	1,294
Range buckets	1,088	698	720	912	900	842	1506	1307	1212	1,018	1,024	901	12,128
Star Memberships	3,120.00	4,390.00	3,330.00	6,640.00	3,840.00	5,120.00	4,240.00	4,710.00	7,310.00	3,440.00	3,440.00	3,280.00	52,860
Green Fees	78,645.99	63,957.07	54,503.69	59,507.83	61,185.05	83,182.58	100,859.16	89,579.55	95,691.73	97,238.07	97,159.65	76,287.19	957,798
Tournament Fees	6,989.00	2,680.43	0.00	1,316.00	1,209.00	2,534.96	9,242.34	12,779.32	7,574.00	585.00	765.00	1,778.00	47,453
Range Fees	6,647.62	4,336.49	4,162.33	5,026.01	5,483.68	5,532.44	9,420.71	8,235.84	7,269.11	6,702.15	6,660.53	5,748.74	75,226
Sales of Merchandise	6,732.73	4,941.18	4,868.91	3,557.24	4,717.04	7,505.23	9,270.66	8,478.68	7,672.13	7,363.93	7,248.10	5,954.23	78,310
Concession Fees	4,015.08	2,590.27	1,934.64	2,341.60	2,520.77	3,237.75	4,575.36	4,251.76	4,177.83	3,535.74	3,767.37	3,083.69	40,032
Miscellaneous Income	6,106.08	3,660.45	5,745.04	3,590.43	3,913.54	6,608.67	8,326.80	7,177.72	7,189.39	10,967.77	8,019.90	6,743.05	78,049
Total Income	\$112,256.50	\$86,555.89	\$74,544.61	\$81,979.11	\$82,869.08	\$113,721.63	\$145,935.03	\$135,212.87	\$136,884.19	\$129,832.66	\$127,060.55	\$102,874.90	\$1,329,727.02
Weather Totals	6 rain	8 rain/1 closed	10 rain/1 closed	9 rain & freeze	12 weather days	8 rain/ice	2 rain	6 rain	6 rain	4 Rain	3 rain	7 rain	81/2
Income Per Round	\$35.28	\$33.85	\$33.51	\$33.28	\$36.12	\$36.09	\$38.26	\$36.89	\$36.53	\$36.42	\$36.72	\$35.66	\$35.94
FY 2012 - 2013													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,018	2,701	2,244	1,888	2,550	3,207	2,986	3,685	3,335	3,481	3,654	2,915	35,664
Tournament Rounds	252	138	0	156	92	179	440	90	350	0	82	40	1,819
Range buckets	1,225	1,124	943	806	1180	1569	1345	1471	1206	1,262	1,355	1,008	14,494
Star Memberships	4,350.00	4,050.00	4,230.00	4,880.00	3,660.00	6,850.00	4,510.00	5,280.00	6,030.00	4,150.00	4,640.00	3,455.00	56,085
Green Fees	86,691.45	77,195.74	66,045.80	50,321.20	74,964.54	94,102.73	89,278.09	100,813.49	94,131.86	98,224.36	100,669.60	78,876.70	1,011,316
Tournament Fees	8,655.62	5,338.38	0.00	4,745.00	2,760.00	2,766.50	15,348.30	3,910.50	12,267.00	0.00	3,755.00	1,350.00	60,896
Range Fees	5,976.93	5,252.15	4,365.00	4,511.84	6,538.66	8,935.26	7,721.35	8,554.73	7,279.42	6,721.38	7,694.45	5,895.41	79,447
Sales of Merchandise	8,211.11	6,279.45	5,291.47	5,096.26	7,156.90	6,303.31	7,527.24	9,687.40	8,406.51	7,139.90	8,140.62	6,834.45	86,075
Concession Fees	4,346.28	3,229.36	2,428.81	2,219.61	2,973.60	3,707.31	4,715.23	4,243.94	4,231.43	3,478.68	3,953.92	3,033.14	42,561
Miscellaneous Income	8,632.04	7,495.90	5,620.06	5,243.28	4,711.82	7,607.33	7,745.64	10,292.53	8,570.49	10,133.72	10,472.34	6,591.64	93,117
Total Income	\$126,863.43	\$108,840.98	\$87,981.14	\$77,017.19	\$102,765.52	\$130,272.44	\$136,845.85	\$142,782.59	\$140,916.71	\$129,848.04	\$139,325.93	\$106,036.34	\$1,429,496.16
Weather Totals	1 rain	2 rain/1 closed	6 rain/1 closed	11 rain	6 rain	1 rain	5 rain	3 rain/2 maint.	1 rain	8 rain	3 rain	4 rain	51/4
Income Per Round	\$37.47	\$36.91	\$37.32	\$35.29	\$37.51	\$36.45	\$38.63	\$36.42	\$36.60	\$36.11	\$36.05	\$34.71	\$36.64
FY 2011 - 2012													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,197	2,584	2,384	2,523	1,930	3,094	3,742	3,759	3,335	3,037	3,316	3,149	36,050
Tournament Rounds	252	220	0	71	119	58	456	311	301	115	21	109	2,033
Range buckets	1,348	1,116	979	1137	689	1472	1821	1605	1467	927	1,191	1,227	14,979
Star Memberships	3,450.00	2,850.00	3,420.00	4,720.00	3,215.00	5,015.00	6,740.00	5,690.00	4,950.00	3,890.00	4,847.00	3,675.00	52,462
Green Fees	86,961.06	75,789.86	66,383.52	70,031.71	49,635.21	86,204.47	109,812.57	101,462.44	96,117.30	84,902.59	89,724.88	87,838.57	1,004,864
Tournament Fees	6,976.00	8,911.01	0.00	2,125.00	3,870.00	2,446.00	16,031.00	12,603.07	10,326.00	4,672.24	882.00	3,847.00	72,689
Range Fees	6,802.86	5,318.24	4,844.98	5,507.43	3,280.61	7,335.68	9,617.08	7,870.86	7,048.26	5,095.15	5,629.80	6,001.17	74,352
Sales of Merchandise	7,610.47	6,144.44	8,357.47	5,799.85	5,647.97	8,602.16	13,579.42	15,595.32	11,351.62	9,054.05	8,974.84	7,509.52	108,227

Jersey Meadow Golf Course
Monthly Report

Concession Fees	3,829.49	2,640.15	2,549.98	2,739.64	1,954.47	3,838.73	5,659.13	5,245.18	4,728.65	3,673.72	3,812.72	4,014.84	44,687
Miscellaneous Income	7,053.00	6,609.23	8,529.79	7,177.18	8,492.85	9,448.03	10,858.82	11,964.72	14,350.84	8,464.58	10,883.66	10,891.51	114,724
Total Income	\$122,682.88	\$108,262.93	\$94,085.74	\$98,100.81	\$76,096.11	\$122,890.07	\$172,298.02	\$160,431.59	\$148,872.67	\$119,752.33	\$124,754.90	\$123,777.61	\$1,472,005.66
Weather Totals	1 rain	4 rain/1 closed	7 rain/1 closed	6 rain	8 rain	8 rain	3 rain	2 rain/2 maint.	4 rain	10 rain	3 rain	6 rain	62/4
Income Per Round	\$34.57	\$37.59	\$38.03	\$36.00	\$35.57	\$37.40	\$39.44	\$38.02	\$39.58	\$36.76	\$35.93	\$36.86	\$37.27

Jersey Meadow Golf Course
Monthly Report

FY 2010 - 2011													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,643	2,534.00	2,366.00	2,179.00	2,297.00	3,312.00	3,522.00	3,690.00	3,179.00	3,526	3,029	3,338	36,615
Tournament Rounds	294	68	20	22	77	176	468	193	273	0	30	63	1,684
Range buckets	1,510	1,058	916	888	1274	1876	2048	1770	1257	1,472	1,083	1,135	16,287
Star Memberships	3075.00	2952.50	3835.00	2320.00	3520.00	3860.00	6380.00	6930.00	5710.00	4695.00	4460.00	3375.00	51,113
Green Fees	101,562.24	67,761.92	64,035.46	61,557.60	65,186.16	91,510.28	102,436.44	105,157.54	88,722.13	100,567.92	79,639.48	92,029.90	1,020,167
Tournament Fees	9,094.00	2,664.00	600.00	880.00	2,545.00	6,039.00	17,102.50	7,620.00	9,933.00	0.00	1,330.50	3,087.00	60,895
Range Fees	7,443.85	5,011.14	4,410.23	4,189.24	5,695.23	8,978.85	10,252.89	8,390.40	6,227.00	6,703.44	5,361.79	5,459.55	78,124
Sales of Merchandise	6,734.53	4,917.85	6,226.12	4,002.56	4,432.63	7,361.35	9,508.45	9,991.97	8,419.59	7,303.99	6,060.27	6,186.80	81,146
Concession Fees	3,581.73	1,901.35	1,982.47	1,769.18	1,796.90	3,822.67	4,904.61	4,531.72	3,851.24	3,425.06	2,734.75	3,382.25	37,684
Miscellaneous Income	7,687.65	5,445.04	6,054.75	3,064.49	3,199.22	6,996.28	8,449.28	10,103.68	13,433.44	8,449.96	7,207.17	8,411.14	88,502
Total Income	\$139,179.00	\$90,653.80	\$87,144.03	\$77,783.07	\$86,375.14	\$128,568.43	\$159,034.17	\$152,725.31	\$136,296.40	\$131,145.37	\$106,793.96	\$121,931.64	\$1,417,630.32
Weather Totals	0 rain	5 rain/1 closed	6 rain/2 closed	16 rain	7 rain/freeze	3 rain/close	0 rain	1 rain	1 rain	5 rain	0 rain	4 rain	48/3
Income Per Round	\$34.57	\$33.71	\$34.92	\$34.29	\$34.90	\$35.75	\$38.26	\$37.55	\$37.83	\$35.86	\$33.45	\$34.86	\$35.68
FY 2009 - 2010													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,787	2,676	1,560	1,793	1,627	2,733	3,109	3,650	3,115	2,694	3,108	2,819	31,671
Tournament Rounds	176	56	18	50	39	210	630	318	191	106	224	140	2,158
Range buckets	774	1,042	403	577	732	1294	1704	1732	1117	743	1,176	1,028	12,322
Star Memberships	2700.00	2850.00	2325.00	2960.00	3035.00	4750.00	5025.00	5805.00	5885.00	3555.00	4535.00	2805.00	46,230
Green Fees	78,163.14	72,799.20	43,991.37	47,155.91	42,930.20	71,732.46	84,216.76	101,977.53	83,465.56	76,115.18	82,571.47	76,588.52	861,707
Tournament Fees	6,126.00	2,824.80	444.78	2,135.00	1,642.00	6,486.04	21,182.46	11,408.00	6,786.00	2,475.00	5,375.00	4,874.24	71,759
Range Fees	4,345.85	5,197.37	1,815.11	2,687.57	3,608.29	6,477.58	8,578.17	9,026.51	5,391.05	3,714.83	6,032.45	5,152.87	62,028
Sales of Merchandise	4,941.78	5,032.06	5,025.00	5,026.29	3,846.26	7,538.45	10,722.17	10,200.46	7,924.24	7,138.28	8,416.68	6,215.64	82,027
Concession Fees	2,803.45	2,170.75	1,164.27	1,396.99	1,314.78	2,360.74	3,573.23	3,373.94	2,942.60	2,415.79	2,542.38	2,559.23	28,618
Miscellaneous Income	4,127.54	5,618.95	4,115.81	4,023.44	3,989.91	7,178.92	8,167.90	10,002.32	14,955.42	7,893.33	9,647.04	7,796.88	87,517
Total Income	\$103,207.76	\$96,493.13	\$58,881.34	\$65,385.20	\$60,366.44	\$106,524.19	\$141,465.69	\$151,793.76	\$127,349.87	\$103,307.41	\$119,120.02	\$105,992.38	\$1,239,887.19
Weather Totals	12 rain	4 rain/1 closed	16rain/1 closed	12 rain&freeze	9 rain	5 rain	5 rain	3 rain	6 rain	14 rain	3 rain	7 rain	96/2
Income Per Round	\$33.92	\$34.28	\$35.84	\$33.87	\$34.41	\$34.58	\$36.49	\$36.79	\$36.74	\$35.63	\$34.39	\$34.87	\$35.29
FY 2008 - 2009													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,073	2,824	2,263	2,903	2,765	3,064	3,454	4,292	3,705	3,492	3,553	2,971	38,359
Tournament Rounds	436	217	40	59	166	172	253	621	222	90	182	274	2,732
Range buckets	1,473	1,336	896	1501	1283	1482	1808	2449	1747	1,442	1,568	1,234	18,219
Star Memberships	3,675.00	2,175.00	2,850.00	3,300.00	3,375.00	2,625.00	4,725.00	5,600.00	4,875.00	4,275.00	3,900.00	3,375.00	44,750
Green Fees	85,378.23	81,782.92	63,107.88	85,114.72	75,556.66	83,037.88	98,381.09	118,199.30	101,442.89	92,519.10	97,926.16	79,959.42	1,062,406
Tournament Fees	16,915.15	8,620.00	1,734.00	1,618.25	5,782.56	5,966.00	7,105.22	24,132.78	9,199.52	3,574.37	3,384.00	11,096.02	99,128
Range Fees	7,543.82	6,492.82	4,726.70	7,260.72	6,467.39	7,234.18	9,423.98	12,183.42	8,925.09	7,124.29	8,068.39	6,298.10	91,749
Sales of Merchandise	7,680.45	5,845.06	5,749.02	6,175.08	7,378.24	7,647.01	8,649.23	9,469.04	9,003.92	7,768.97	8,691.51	6,723.18	90,781

Jersey Meadow Golf Course
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Concession Fees	3,646.01	2,257.19	1,771.73	2,303.93	2,331.45	2,416.99	3,417.68	4,094.73	3,271.77	3,054.93	2,968.04	2,587.46	34,122
Miscellaneous Income	9,671.94	7,325.63	7,825.08	7,667.00	9,325.27	6,641.10	7,269.75	10,287.23	14,040.61	12,834.43	10,524.28	7,107.67	110,520
Total Income	\$134,510.60	\$114,498.62	\$87,764.41	\$113,439.70	\$110,216.57	\$115,568.16	\$138,971.95	\$183,966.50	\$150,758.80	\$131,151.09	\$135,462.38	\$117,146.85	\$1,533,455.63
Weather Totals	4 rain	3 rain/1 closed	5 rain/1 closed	3 rain	4 rain	9 rain	5 rain	0 rain	1 rain	4 rain	3 rain	7 rain	48/2
Income Per Round	\$37.29	\$36.94	\$36.87	\$37.18	\$36.45	\$34.90	\$36.21	\$36.31	\$37.15	\$35.42	\$35.22	\$35.06	\$36.23

Jersey Meadow Golf Course
Monthly Report

FY 2007 - 2008													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,192	2,480	2,736	2,093	2,660	3,294	3,571	3,931	3,740	3,937	3,454	2,602	37,690
Tournament Rounds	671	239	52	14	136	92	633	403	236	25	22		2,523
Range buckets	1,319	1,048	1046	670	1139	1692	2003	1847	1599	1,598	1,235	1,143	16,339
Star Memberships	1,125.00	1,550.00	1,725.00	2,325.00	3,450.00	7,350.00	3,300.00	5,100.00	6,125.00	7,275.00	4,725.00	3,200.00	47,250
Green Fees	85,660.56	66,972.27	79,060.69	60,368.18	75,060.02	96,735.43	98,765.00	112,642.50	104,126.56	105,197.39	97,231.84	74,327.25	1,056,148
Tournament Fees	20,010.12	8,577.00	1,944.01	626.00	4,597.00	3,000.95	19,915.27	14,606.25	8,681.00	808.25	1,249.00		84,015
Range Fees	6,998.33	5,620.11	5,594.84	3,316.53	5,701.59	8,831.93	10,254.45	10,181.57	8,019.81	7,948.89	6,211.84	5,264.15	83,944
Sales of Merchandise	6,323.97	6,795.17	7,157.44	4,211.03	5,220.90	8,454.32	8,533.52	10,289.47	9,891.12	8,167.06	8,573.44	4,885.10	88,503
Concession Fees	2,720.64	2,116.80	1,881.42	1,429.58	2,044.44	2,845.78	3,576.02	4,247.24	3,361.53	3,120.31	3,078.02	2,131.87	32,554
Miscellaneous Income	3,649.17	3,294.29	2,554.38	2,735.65	4,626.10	4,846.64	11,084.79	12,245.83	14,991.62	10,154.55	10,227.21	6,841.60	87,252
Total Income	\$126,487.79	\$94,925.64	\$99,917.78	\$75,011.97	\$100,700.05	\$132,065.05	\$155,429.05	\$169,312.86	\$155,196.64	\$142,671.45	\$131,296.35	\$96,649.97	\$1,479,664.60
Weather Totals	4 rain	4 rain/1 closed	5 rain/1 closed	9 rain	5 rain	5 rain	1 rain	2 rain	8 rain	6 rain	10 rain	6 closed-like	65/2
Income Per Round	\$32.45	\$34.34	\$35.22	\$34.50	\$34.78	\$36.83	\$36.19	\$37.89	\$37.49	\$34.17	\$36.41	\$35.91	\$35.62
FY 2006 - 2007													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2,568	2,743	2,148	1,634	2,112	2,933	3,492	3,239	2,647	2,625	2,954	2,977	32,072
Tournament Rounds	831	241			78	167	365	163	506	17	83	354	2,805
Range buckets	852	1,017	619	328	632	1329	1282	1032	828	573	963	1,334	10,789
Star Memberships	825.00	1,125.00	900.00	1,200.00	2,025.00	2,550.00	2,025.00	2,025.00	2,700.00	1,925.00	1,950.00	2,850.00	22,100
Green Fees	75,052.08	77,054.99	61,958.41	46,047.63	56,727.00	82,002.01	99,339.96	89,832.90	74,158.69	70,256.48	77,765.35	86,213.98	896,409
Tournament Fees	26,126.45	8,229.66			2,340.00	5,984.52	12,937.27	5,764.00	18,891.57	544.00	2,336.64	15,028.00	98,182
Range Fees	4,486.00	5,059.11	2,966.69	1,641.14	3,305.97	6,574.96	6,450.73	5,493.95	4,170.50	2,964.69	4,660.35	6,313.05	54,087
Sales of Merchandise	5,756.99	6,144.51	4,545.42	2,018.11	4,485.95	7,001.69	6,762.30	7,439.75	7,492.20	5,128.58	6,279.02	5,522.72	68,577
Concession Fees	2,753.47	1,831.77	849.49	837.97	1,471.62	2,361.81	3,116.86	2,325.47	2,603.71	1,741.09	2,161.42	2,346.82	24,402
Miscellaneous Income	2,861.56	2,584.60	3,755.19	2,290.00	2,423.00	3,468.25	5,474.79	5,195.82	5,667.66	9,645.66	4,445.60	4,146.88	51,959
Total Income	\$117,861.55	\$102,029.64	\$74,975.20	\$54,034.85	\$72,778.54	\$109,943.24	\$136,106.91	\$118,076.89	\$115,684.33	\$92,205.50	\$99,598.38	\$122,421.45	\$1,215,716.48
Weather Totals				15 rain/cold	6 rain/cold	5 rain	3 rain	9 rain	12 rain	15 rain	4 rain	1 rain	
Income Per Round	\$34.43	\$33.82	\$34.49	\$32.33	\$32.31	\$34.64	\$34.76	\$34.11	\$35.83	\$34.17	\$32.15	\$35.90	\$34.22
FY 2005 - 2006													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,071	2,326	2,455	2,571	2,094	3,000	3,817	3,241	2,760	2,838	3,056	3,060	34,289
Tournament Rounds	342	372	122	14	123	275	216	303	254	214	107	273	2,615
Range Buckets	1,348	854	1,032	863	754	1,468	1,666	1,125	915	958	1,123	1,143	13,249
Star Memberships	825.00	750.00	525.00	1,950.00	975.00	1,500.00	1,598.00	945.00	1,785.00	2,250.00	750.00	1,095.00	14,948
Green Fees	83,308.78	64,013.19	68,822.00	67,352.18	54,583.70	78,298.53	106,519.47	83,888.84	74,680.30	78,797.17	77,376.73	81,821.30	919,462
Tournament Fees	11,166.20	11,292.59	4,058.00	623.00	5,168.84	8,581.15	7,073.12	8,324.82	6,950.00	5,527.00	3,878.00	10,384.78	83,028
Range Fees	6,370.11	4,580.34	5,192.32	4,300.89	3,572.44	6,376.90	7,462.75	5,430.79	4,506.92	4,860.93	5,547.94	5,670.09	63,872
Sales of Merchandise	6,352.08	4,710.74	5,973.00	5,587.32	4,895.17	5,634.42	7,388.88	6,373.86	6,177.10	5,357.32	6,436.83	6,133.67	71,020
Concession Fees	2,790.10	1,842.23	1,655.27	1,581.45	1,144.16	1,846.17	2,892.01	2,455.09	2,292.43	1,865.99	2,056.32	2,395.12	24,816

Jersey Meadow Golf Course
Monthly Report

Miscellaneous Income	1,592.00	3,000.28	1,843.00	1,676.00	1,660.18	1,954.00	6,361.74	8,579.88	5,424.63	5,062.01	4,973.97	2,453.64	44,581
Total Income	\$112,404.27	\$90,189.37	\$88,068.59	\$83,070.84	\$71,999.49	\$104,191.17	\$139,295.97	\$115,998.28	\$101,816.38	\$103,720.42	\$101,019.79	\$109,953.60	\$1,221,728.17
Weather Totals													
Income Per Round	\$32.69	\$33.15	\$33.97	\$31.38	\$32.04	\$31.36	\$34.14	\$32.46	\$33.19	\$33.25	\$31.70	\$32.66	\$32.70

Jersey Meadow Golf Course
Monthly Report

FY 2004 - 2005													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	3,118	2,006	2,531	2,293	1,589	2,474	3,064	2,758	2,956	2,912	2,893	2,488	31,082
Tournament Rounds	277	106	70	3	36	150	277	408	263	57	60	110	1,817
Range buckets	0	665	1163	891	476	1101	1550	1293	1226	748	1,068	852	11,033
Star Memberships	480.00	0.00	675.00	2,181.00	675.00	2,100.00	2,850.00	1,950.00	1,725.00	1,500.00	1,425.00	1,050.00	16,611
Green Fees	74,189.66	51,783.51	62,571.20	59,311.24	41,562.60	66,557.58	85,036.07	71,311.04	74,745.97	77,384.45	71,587.00	62,165.00	798,205
Tournament Fees	12,244.20	4,070.00	2,690.00	350.00	1,362.23	4,532.00	8,260.76	13,663.66	9,030.60	2,289.01	2,365.00	4,048.00	64,905
Range Fees	360.00	2,817.98	3,872.64	3,668.49	2,028.03	4,701.63	6,928.84	6,292.07	6,066.74	3,544.83	4,894.00	4,313.66	49,489
Sales of Merchandise	4,790.63	2,674.76	6,274.93	4,686.93	3,987.02	5,930.59	8,513.16	6,768.94	6,379.57	8,554.90	6,392.00	4,394.00	69,347
Concession Fees	2,886.22	3,589.83			916.00	1,535.00	2,196.04	2,163.80	2,638.75	2,088.86	2,074.00	1,650.00	21,739
Miscellaneous Income	180.00	60.00	1,401.00	930.00	727.00	1,408.00	2,183.09	2,724.00	6,716.64	3,941.67	4,276.00	12,914.17	37,462
Total Income	\$95,130.71	\$64,996.08	\$77,484.77	\$71,127.66	\$51,257.88	\$86,764.80	\$115,967.96	\$104,873.51	\$107,303.27	\$99,303.72	\$93,013.00	\$90,534.83	\$1,057,758.19
Weather Totals						10 R; 20 S	2R; 28 S	3R; 28S	30S; No R	12R; 19 S	7R; 25 S	4R; 26S	
Income Per Round	\$27.88	\$30.77	\$29.53	\$30.03	\$31.13	\$32.27	\$33.86	\$32.51	\$32.80	\$32.94	\$31.02	\$34.44	\$31.65
FY 2003 - 2004													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	2,838	2,605	2,735	2,186	1,829	2,824	3,261	3,203	1,952	0	0	3,841	27,274
Tournament Rounds	582	317	12	29	240	140	370	153	82	32	0	537	1,912
Range buckets	1,247	1124	1015	614	512	903	1746	1431	576	0	0	0	9,168
Star Memberships	880.00	485.00	617.00	2,840.00	1,620.00	2,485.00	2,810.00	1,670.00	50.00	0.00	0.00	1,220.00	\$14,677.00
Green Fees	70,103.87	65,595.91	64,691.42	52,796.04	43,975.88	66,495.18	81,103.98	82,362.52	25,167.00	0.00	0.00	77,631.05	629,922.85
Tournament Fees	18,430.40	10,762.40	464.40	1,015.00	2,747.00	3,595.00	3,718.50	5,235.00	2,912.21	2,956.16	0.00	11,150.00	62,986.07
Range Fees	4,026.35	3,865.34	3,230.29	2,270.18	1,911.88	3,048.27	6,152.89	5,249.27	1,827.36	0.00	0.00	175.00	31,756.83
Sales of Merchandise	5,129.89	4,224.64	7,198.84	4,165.57	4,035.75	5,954.69	7,510.77	5,908.66	4,261.91	424.55	0.00	6,037.47	54,852.74
Concession Fees	2,013.15	3,492.29	2,560.00	1,977.00	1,731.20	1,740.36	2,485.45	2,965.09	3,108.38	0.00	0.00	81.92	22,154.84
Miscellaneous Income	2,240.00	1,920.00	1,323.00	1,275.00	1,640.00	840.82	499.00	953.00	3,285.75	250.00	0.00	192.00	14,418.57
Total Income	\$102,823.66	\$90,345.58	\$80,084.95	\$66,338.79	\$57,661.71	\$84,159.32	\$104,280.59	\$104,343.54	\$40,612.61	\$3,630.71	\$0.00	\$96,487.44	\$830,768.90
Income Per Round	\$29.81	\$30.75	\$28.93	\$28.67	\$27.09	\$27.56	\$27.95	\$30.59	\$19.94	\$0.00	\$0.00	\$21.76	\$27.96
FY 2002 - 2003													
	October	November	December	January	February	March	April	May	June	July	August	September	Totals
Rounds played	2,637	3,056	2,275	2,460	1,777	3,199	3,900	4,354	3,915	3,647	3,280	2,557	37,057
Tournament Rounds	0	159	0	0	188	138	66	287	62	59	17	248	1,224
Range buckets	843	1084	861	752	415	1256	2003	1941	1532	1,500	1,529	1,232	14,948
Star Memberships	400.00	300.00	1,115.00	7,465.00	3,578.00	4,420.00	5,205.00	3,990.00	2,610.00	1,895.00	1,790.00	805.00	\$33,573.00
Green Fees	59,060.50	83,865.33	59,280.09	57,262.20	41,843.58	76,659.46	100,788.23	107,607.15	95,050.74	82,944.99	78,205.60	59,952.70	902,520.57
Tournament Fees	10,519.97	5,164.20	0.00	0.00	2,598.97	4,602.65	1,840.00	10,473.00	1,550.00	2,130.00	595.00	8,425.00	47,898.79
Range Fees	2,136.97	3,105.58	2,242.99	2,007.38	990.85	3,100.81	5,061.68	4,843.09	3,583.54	3,625.44	5,109.22	3,918.18	39,725.73
Sales of Merchandise	4,852.77	5,794.15	4,434.45	2,578.44	2,578.83	5,989.11	6,515.03	7,535.29	5,503.11	5,638.05	5,540.26	3,653.07	60,612.56
Concession Fees	3,692.00	3,146.00	2,056.00	2,079.00	1,494.00	2,970.00	2,969.95	3,999.34	5,224.34	3,331.06	3,097.78	2,473.09	36,532.56
Miscellaneous Income	1,650.00	1,860.00	2,265.00	1,419.00	1,695.00	2,130.00	2,550.00	2,805.00	6,380.00	6,588.00	2,295.00	2,160.00	33,797.00
Total Income	\$82,312.21	\$103,235.26	\$71,393.53	\$72,811.02	\$54,779.23	\$99,872.03	\$124,929.89	\$141,252.87	\$119,901.73	\$106,152.54	\$96,632.86	\$81,387.04	\$1,154,660.21

Jersey Meadow Golf Course
Monthly Report

Income Per Round	\$31.06	\$32.02	\$30.89	\$26.56	\$26.06	\$28.60	\$30.19	\$29.58	\$29.49	\$28.13	\$28.77	\$28.73	\$29.29

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
Total Income	\$106,090.07	\$102,401.21	\$79,989.92	\$75,777.35	\$90,919.56	\$113,035.55	\$143,264.78	\$147,944.24	\$129,636.37	\$122,080.05	\$107,076.18	\$112,621.59	\$1,334,761.87
Income Per Round	\$33.12	\$33.45	\$28.84	\$27.37	\$30.07	\$29.66	\$32.28	\$31.01	\$30.83	\$29.36	\$29.69	\$31.09	\$30.63
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										
Total Income	\$146,391.00	\$78,566.00	\$75,832.00	\$49,996.91	\$61,683.41	\$76,578.07	\$139,422.52	\$125,779.52	\$96,430.49	\$103,215.88	\$94,954.04	\$100,254.67	\$1,144,014.51
Income Per Round	\$40.31	\$32.91	\$34.10	\$32.76	\$29.56	\$34.87	\$35.49	\$36.12	\$31.14	\$28.96	\$27.66	\$28.81	\$32.65
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 CV-COVID-19													
12. FY 2016-2017 - Miscellaneous Income changed to Miscellaneous Fees per Finance.													



Jersey Village, TX

Golf Course Monthly Financial Statements

Group Summary

For Fiscal: 2023-2024 Period Ending: 05/31/2024

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 11 - GOLF COURSE FUND						
Department: 80 - REVENUES						
85 - FEE & CHARGES FOR SERVICE	2,401,500.00	2,476,500.00	206,384.58	1,554,490.18	-922,009.82	62.77%
96 - INTEREST EARNED	2,800.00	2,800.00	2,630.76	11,543.93	8,743.93	412.28%
98 - MISCELLANEOUS REVENUE	0.00	0.00	0.00	5,929.75	5,929.75	0.00%
Department: 80 - REVENUES Total:	2,404,300.00	2,479,300.00	209,015.34	1,571,963.86	-907,336.14	63.40%
Department: 81 - CLUB HOUSE						
30 - SALARIES, WAGES, & BENEFITS	713,036.75	713,036.75	52,866.84	455,572.66	257,464.09	63.89%
34 - COST OF SALES	187,500.00	187,500.00	20,453.68	131,438.32	56,061.68	70.10%
35 - SUPPLIES	16,100.00	16,100.00	736.36	12,069.51	4,030.49	74.97%
45 - MAINTENANCE	2,700.00	2,700.00	0.00	12,853.60	-10,153.60	476.86%
50 - SERVICES	37,490.10	37,490.10	2,581.20	33,003.47	4,486.63	88.03%
54 - SUNDRY	77,400.00	77,400.00	5,692.94	45,302.78	32,097.22	58.53%
55 - PROFESSIONAL SERVICES	3,500.00	78,500.00	0.00	0.00	78,500.00	0.00%
60 - OTHER SERVICES	26,000.00	26,000.00	3,148.62	34,008.62	-8,008.62	130.81%
97 - INTERFUND ACTIVITY	4,525.00	4,525.00	0.00	0.00	4,525.00	0.00%
Department: 81 - CLUB HOUSE Total:	1,068,251.85	1,143,251.85	85,479.64	724,248.96	419,002.89	63.35%
Department: 82 - COURSE MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	590,576.68	590,576.68	41,309.25	336,678.32	253,898.36	57.01%
35 - SUPPLIES	172,700.00	172,700.00	15,399.01	138,563.37	34,136.63	80.23%
40 - MAINTENANCE--BLDGS, STRUC	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00%
45 - MAINTENANCE	23,500.00	23,500.00	1,380.78	13,726.33	9,773.67	58.41%
50 - SERVICES	8,280.00	8,280.00	258.00	4,098.33	4,181.67	49.50%
54 - SUNDRY	10,500.00	10,500.00	0.00	0.00	10,500.00	0.00%
55 - PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00%
97 - INTERFUND ACTIVITY	1,075.00	1,075.00	0.00	0.00	1,075.00	0.00%
Department: 82 - COURSE MAINTENANCE Total:	813,631.68	813,631.68	58,347.04	493,066.35	320,565.33	60.66%
Department: 83 - BUILDING MAINTENANCE						
35 - SUPPLIES	6,100.00	6,100.00	249.71	4,432.97	1,667.03	72.67%
40 - MAINTENANCE--BLDGS, STRUC	10,000.00	10,000.00	0.00	13,222.43	-3,222.43	132.22%
50 - SERVICES	25,000.00	25,000.00	3,182.95	22,915.52	2,084.48	91.66%
55 - PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	267.00	733.00	26.70%
Department: 83 - BUILDING MAINTENANCE Total:	42,100.00	42,100.00	3,432.66	40,837.92	1,262.08	97.00%
Department: 87 - GC CAPITAL IMPROVEMENT						
70 - CAPITAL IMPROVEMENTS	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00	87.00%
Department: 87 - GC CAPITAL IMPROVEMENT Total:	32,000.00	32,000.00	4,445.50	27,841.00	4,159.00	87.00%
Department: 88 - EQUIPMENT MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	76,270.54	76,270.54	6,609.98	50,825.20	25,445.34	66.64%
35 - SUPPLIES	28,650.00	28,650.00	5,383.56	27,726.76	923.24	96.78%
45 - MAINTENANCE	13,000.00	13,000.00	2,133.80	2,146.30	10,853.70	16.54%
50 - SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00%
97 - INTERFUND ACTIVITY	330,000.00	330,000.00	0.00	0.00	330,000.00	0.00%
Department: 88 - EQUIPMENT MAINTENANCE Total:	448,920.54	448,920.54	14,127.34	80,698.26	368,222.28	17.98%
Fund: 11 - GOLF COURSE FUND Surplus (Deficit):	-604.07	-604.07	43,183.16	205,271.37	205,875.44	33,981.39%
Report Surplus (Deficit):	-604.07	-604.07	43,183.16	205,271.37	205,875.44	33,981.39%

CITY COUNCIL MEETING FOR THE REGULAR SESSION BEING HELD TO BE HELD ON JUNE 17, 2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
11 - GOLF COURSE FUND	-604.07	-604.07	43,183.16	205,271.37	205,875.44
Report Surplus (Deficit):	-604.07	-604.07	43,183.16	205,271.37	205,875.44

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Golf Course Fund
For the period ended May 31, 2024

	Adopted Budget	Current Budget	YTD Actual	% of Actual compared to Budget	Projections
Revenue					
Fees & Charge for Services	2,401,500.00	2,401,500.00	1,554,490.18	64.73%	2,418,000.00
Interest Earned	2,800.00	2,800.00	11,543.93	412.28%	10,000.00
Interfund Activity	-	-	-	0.00%	-
Misc Revenue	-	-	5,929.75	100.00%	-
Total Revenue	<u>2,404,300.00</u>	<u>2,404,300.00</u>	<u>1,571,963.86</u>	<u>65.38%</u>	<u>2,428,000.00</u>
Expenditures					
Club House	1,068,251.85	1,068,251.85	724,248.96	67.80%	1,068,251.85
Course Maintenance	813,631.68	813,631.68	493,066.35	60.60%	813,631.68
Building Maintenance	42,100.00	42,100.00	40,837.92	97.00%	42,100.00
Capital Improvement	32,000.00	32,000.00	27,841.00	87.00%	32,000.00
Equipment Maintenance	448,920.54	448,920.54	80,698.26	17.98%	448,920.54
Total Expenditures	<u>2,404,904.07</u>	<u>2,404,904.07</u>	<u>1,366,692.49</u>	<u>93.55%</u>	<u>2,404,904.07</u>



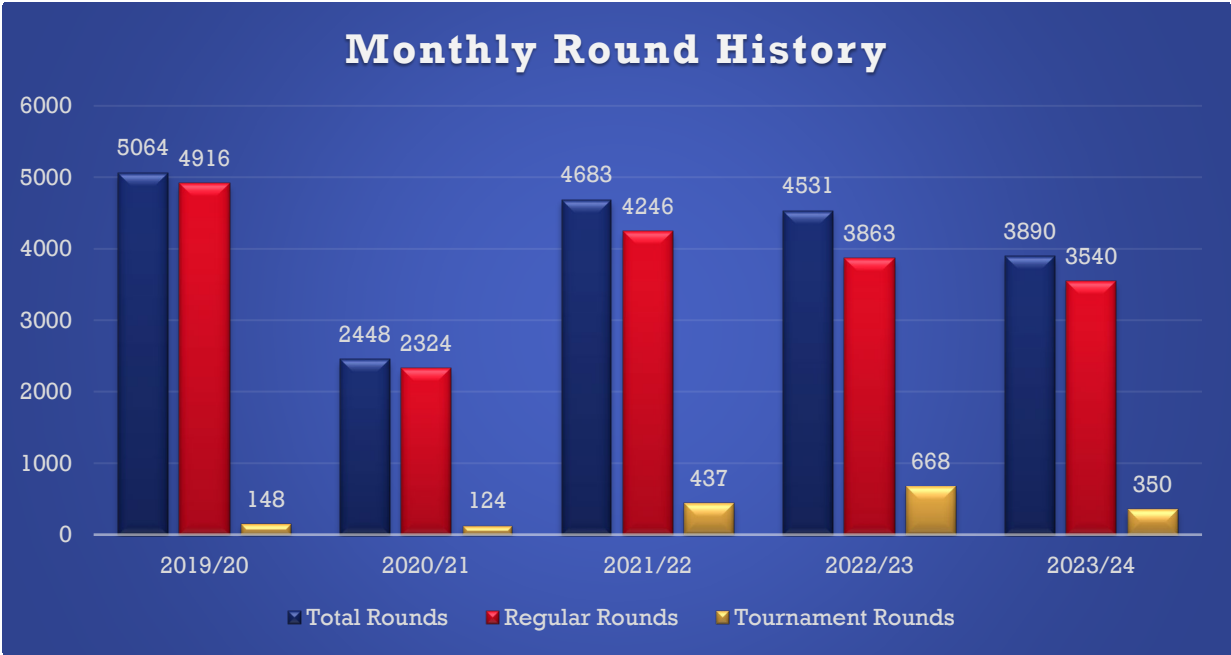
Jersey Village Parks & Recreation

To: Mayor Warren and City Council
CC: Austin Bleess, City Manager
From: Robert Basford, Assistant City Manager
Date: June 9, 2024
Subject: Parks & Recreation Monthly Update: May 2024

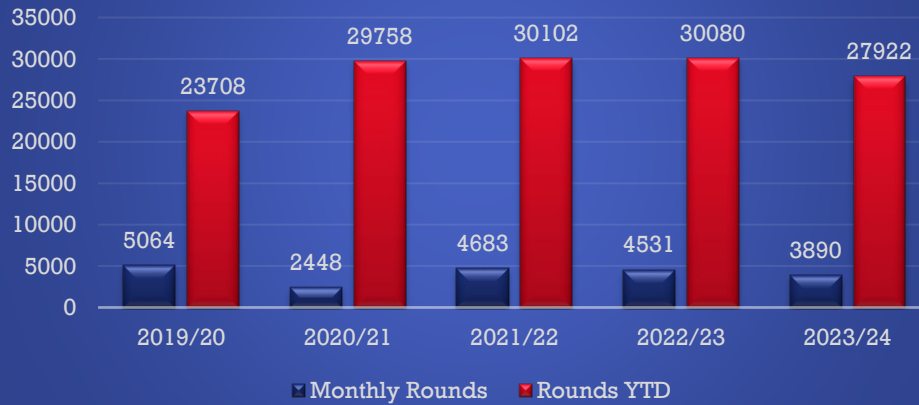
CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Jersey Meadow Golf Club Financial Report (Monthly and Year to Date)

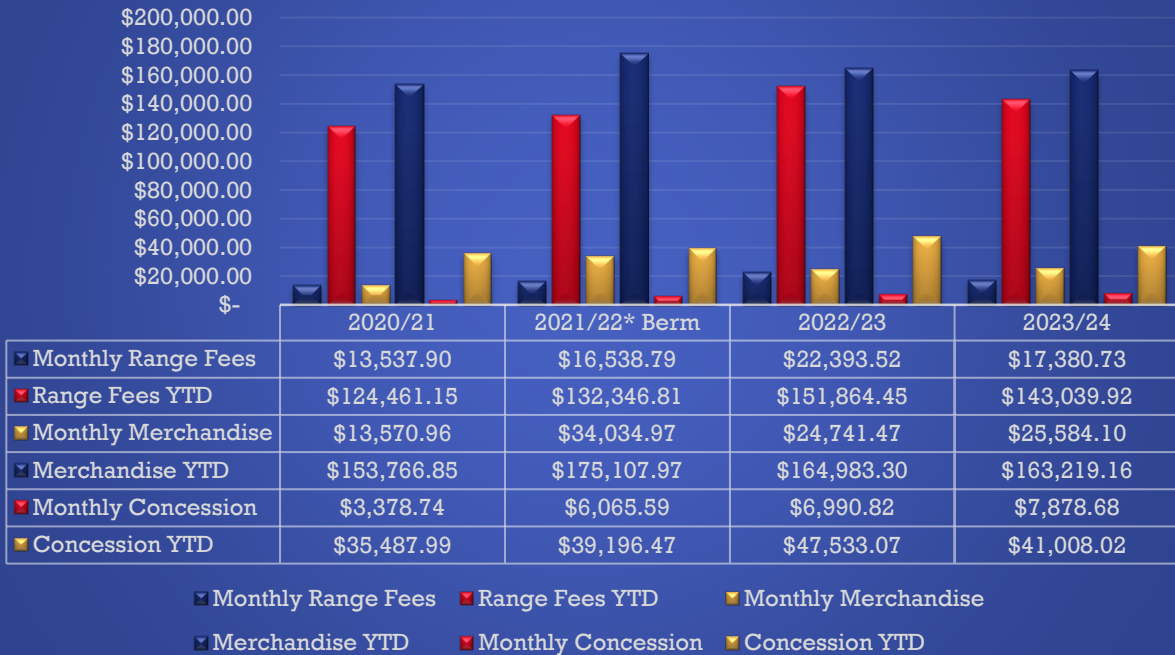
The month of May produced a good turnout given the fact that the course provided a discount while we completed work on the greens and experienced a day closure due to the windstorm, still producing a total revenue of \$208,878.29. The course produced \$126,916.91 in green fees and \$11,440.18 in tournament fees. The course hosted 3540 regular rounds and 350 rounds of tournament play. Merchandise Sales totaled \$25,584.10. Little Meadow has started off with great success producing the highest monthly concession revenue share for the city. The new simulators have also become very popular, producing new additional revenue of \$8,560. We are on pace to exceed revenue expectations and require no transfer.

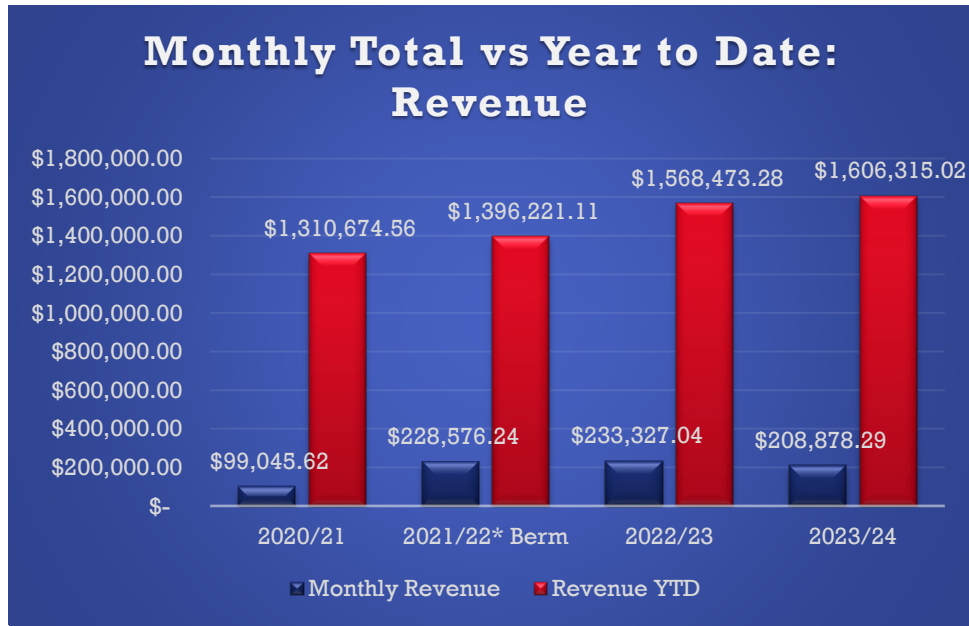


Monthly Total vs Year to Date: Rounds



Range, Merchandise, Concession Month END vs Year to Date





Parks & Recreation

Recreation

- Attended the PARAC meeting where Triathlon, July 4th, and Carol Fox Park project updates.
- CPSI was rescheduled due to the storm that hit on Thursday evening May 16th. Due to the power lost in the area the testing center rescheduled. I had to contact the NRPA to request another examination. I was able to get a test secured for June 28th.
- Helped coordinate the debris pick up after the storm and investigated a few areas with trees near power lines and reported them to center point.
- We had to reschedule our youth triathlon, which was originally supposed to be on May 5th. However, due to a severe storm that morning we had to postpone the event to May 26th. We opted to do the race as soon as possible due to the construction on Congo Ln that will start in June.
- Completed a Pool Questionnaire provided by Counsilman-Hunsaker in regard to their visit on May 13th.
- Met with Counsilman-Hunsaker at Clark Henry Pool in reference to the pool assessment. I walked him around the facility while he did his inspection. This assessment was done on May 13th.
- Attended the pool town hall on May 13th. During this town hall, Counsilman-Hunsaker presented their initial thoughts after doing a tour of our pool. Many residents provided feedback and I was able to take plenty of notes.
- Meet with Police and Fire for an EAP meeting. We discussed the Youth Triathlon event which was moved to May 26th and we started initial discussion for July 4th.
- Attended the IAP hurricane simulation, which took place on Thursday. This was a 3-hour training to help develop our response readiness in case of an extreme event.

- Attended the division manager's monthly meeting. The goal of this meeting is to increase synergy between the different departments in our division. Now the golf course is officially involved in the planning for the July 4th event.
- Water Aerobics kicked off this month!
- Update our Library Programs page completely. The Fairbanks Library shared with me their list of programs for the summer, and I was able to list all of them on our website. These programs are free to JV Residents.
- Continued my weekly meetings with the Parks & Facilities Supervisor and Recreation & Events Supervisor.
- Successfully recertified 4 of our guards the weekend of May 3rd. This was the last wave of recertifications, and our staff is 100% ready to go for this season.
- Worked on the bond website this month and was able to finalize the work and publish. Now my goal is maintaining this website as up to date as possible.
- Attended my weekly meetings with ACM.
- Worked with Progressive Aquatics to get quotes for the ADA lifts.

Events

- Attended weekly Department meetings
- Updated JV Parks and Recreation website pages
- Met with Landmark Aquatics & Parks and Recreation manager to go over potential costs to repair baby pool
- Updated pool and water aerobics memberships for the 2024 season, communicating with past participants and publishing them on our website and social media
- Brushed and cleaned pool, maintained systems and did chemical checks
- Updated JV Parks and Recreation website pages
- Created material for monthly newsletter and uploaded that content on SharePoint
- Went to TRAPS East meet and greet
- Planned Lifeguard orientation and inservices
- Did a pool deep clean- getting in to brush pool sides and tile lining, maintained systems and did chemical checks
- Planned field day- created a scope including budget, programming, event flow, and staffing
- Helped start water aerobics- met with instructor, helped various participants create Amilia accounts and pay for membership, created LG schedule for this
- Started planning for how the Golf Course should be laid out for the July 4th event
- Met with Counsilman Hunsaker & Isaac Recinos to help with pool condition and system audit, as related to the Pool bond committee
- Ran Lifeguard orientation twice, depending on student employee availability
- Worked on various pool issues with Landmark aquatics, including main pump chlorinator and pool vacuums
- Worked with Joey Schroeder on UV sanitation system for the splash pad- it is malfunctioning
- Planned Lifeguard in-services
- Did a pool deep clean- after the storm it took significant damage and I worked with Lifeguards on cleanup
- Prepared paperwork and systems for pool opening
- Worked to find sponsors for July 4th event

- Helped water aerobics participants create Amilia accounts and pay for their program
- Purchased minor necessary pool supplies
- Covered Senior Fitness class Thursday
- Met with Rachel Beazley to discuss Youth Triathlon setup and flow
- Worked to manage/balance budget and expenditures

Parks & Facilities

Parks

- **Storm Cleanup and Street Maintenance**
Over the past few weeks, the Parks team has been dedicated to cleaning up the streets following the recent storm. Our staff transported nearly 75 dump trailer loads of brush to the pump station, utilizing roll-off dumpsters for removal. During this cleanup, we also took the opportunity to address some maintenance in the parks. We removed several dead trees, including a few in Carol Fox Park that had been severely pruned by the tree company working with the power company. Additionally, a dead pine tree was removed from the corner of Carol Fox Park, and several dead trees were cleared from Philippine Park.
- **Marquee Television Installation**
The Parks Supervisor has initiated the installation of new replacement marquee televisions. Two TVs have been successfully installed at the Jersey Drive Marquee. We are currently awaiting the delivery of steel for our mounting brackets. Once these brackets are received, we will proceed with the remaining installations.
- **Facility Damage Assessment**
The Parks Supervisor collaborated with our insurance company to assess storm damage to our facilities. Together, they conducted a thorough building-by-building inspection, with the adjuster documenting and photographing each issue to determine the repair costs.
- **May Safety Meeting**
The Parks Supervisor conducted the May safety meeting, focusing on heat and sun exposure. The discussion centered on strategies for managing and protecting against the intense Texas sun, and the meeting facilitated a productive conversation on sun safety.
- **Rio Grande Esplanades Maintenance**
Efforts to improve the Rio Grande Esplanades are ongoing. The Parks Supervisor has overseen the application of grass seed and fertilizer, which has already resulted in noticeable improvements. Additional seed and fertilizer will be applied to further enhance the area.
- **Jersey Meadow Nature Trail Maintenance**
The Parks Supervisor began tilling the crushed granite on the Jersey Meadow Nature Trail. This process helps to break up compaction, making the trail surface more navigable. Approximately a quarter of the trail has been completed, though progress has been temporarily halted due to issues with the tiller. Repairs are underway, and we anticipate resuming this project shortly.
- **New Work Trucks Acquisition**
The Parks Supervisor has successfully acquired another new work truck for the Facilities Department. We are currently awaiting the delivery of five more trucks, after which the department will have received its complete fleet of new vehicles.

Facilities

- **Server Room AC Maintenance**
During the recent storms, we replaced a failed capacitor and contactor in the server room AC unit. Additionally, two fuses in the disconnect box were replaced. For the Civic AC unit, we identified blown fuses requiring replacement before further assessment. The unit is freezing up, indicating that the Freon level is low or depleted.
- **Sign TV Replacement**
We assisted in replacing the TVs on the sign and added rubber trim to the sides of the TVs to prevent water ingress.
- **Pool Chemical Room Door Repair**
The corroded and damaged door handle and latch in the pool chemical room were replaced. Significant modifications were necessary to ensure proper closure and latching. The malfunctioning pool pump flow ball switch was addressed by readjusting the sensor for correct operation.
- **Janitorial Supplies Wall Construction**
Construction of the new wall for janitorial supplies continued. The wall is fully erected but requires additional plywood sheets for reinforcement. A new light was installed in the storage room, and electrical wiring was run to the light and switch. The electrical work and wall securing will be completed by Friday, with door installation scheduled for next week.
- **Office Lighting Replacement**
Lights in the offices were replaced as needed. Desks and chairs were restored to their original positions following the voting event earlier in the week.
- **City Hall Roof Leak Repairs**
Two leaks in the City Hall roof affecting office interiors were repaired. The areas were patched, and the necessary shingles and flashing were replaced.
- **Executive Room Light Switch Replacement**
The light switch in the executive room, which had arced and burned out, was replaced and is now operational.
- **Pool Shower Faucet Trim Replacement**
The outer trim on the pool shower faucet was replaced to cover the hole in the brick area, following the faucet replacement on Friday.
- **Park Water Fountain Repair**
The leaking faucet in the park water fountain was fixed by capping off the water line. The fountain will remain non-operational until replacement parts are installed.
- **Police Department AC Maintenance**
The AC unit at the Police Department froze up and produced excessive water in the overflow pan. The unit was low on Freon and had dirty coils. After cleaning the coils and recharging the unit, it is now functioning correctly. The unit will be monitored for Freon leaks.
- **Golf Maintenance GFCI Outlet Replacement**

Two GFCI outlets at the golf maintenance area were replaced after being blown by two microwaves connected to the same outlet. The crew was advised to use only one microwave per circuit.

- **Civic Center Lighting Maintenance**
Several lights at the Civic Center were replaced, and chairs were removed for the voting event.
- **City Hall AC Charging and Cleaning**
AC units at City Hall were charged with Freon, and the coils were cleaned as each unit was serviced.
- **Trailer Inspection**
Trailers were taken to the inspection station for their scheduled inspection on Friday.
- **Pool Electrical Panel Repair**
The electrical panels at the pool were repaired. The splash pad, reported to have brown water, was run for 10 minutes with no issues observed.
- **Golf Maintenance Shelf Replacement**
A shelf at golf maintenance, which had separated from the wall, was replaced with reinforced anchors to hold the weight.
- **City Hall AC Belt Replacement**
The City Hall AC unit was not cooling due to low Freon and frozen coils. A worn blower belt was replaced and tightened. The coils were cleaned to improve airflow and reduce strain on the unit, and the Freon was topped off.
- **City Hall AC Power Issue**
The AC unit serving the back half of the finance department and the bay area was not receiving power. Troubleshooting is ongoing to identify the cause. The unit appears to be low on Freon, and the coils have been cleaned to improve airflow.
- **Police Department AC Units Drip Pan Installation**
AC units #6 and #11 at the Police Department lacked drip pans, causing water leakage. Drip pans were added, and both units are now operating correctly. Other PD units will be inspected for similar issues.
- **Golf Maintenance Breakroom Lighting and Outlet Repair**
The ballast in the golf maintenance breakroom light was replaced. Two GFCI outlets in the breakroom were replaced due to burn damage, and the wiring from the outlet to the junction box was changed. One microwave was removed from the circuit to prevent future issues.

ID	Status	Source	Resolved/Case	Type	Sub-Type	Address	Notes
2096602	active	WEB RAI	--	Code Issue	Other	15830 NW FWY Jersey Village	The exterior of this property remains an eyesore. There has been no effort to clean up storm debris. There are downed limbs laying across the sidewalk and on top of a fire hydrant. There is a porta pot in the middle of the parking lot and the grass is not mowed regularly.
2089129	active	WEB RAI	--	Code Issue	Tall grass and weeds	16321 Acapulco dr Jersey Village	Dana Chandler 16321 Acapulco, over grown trees laying on our new fence we put up, back yard is over grown, does not take care of the side yard that faces our house, does not trim trees, might need to be evaluated by someone like Adult protective services.
2089058	resolved	WEB RAI	6/4/2024	Code Issue	Other	16321 Acapulco Dr Jersey Village	People working are leaving debris in street in front of 16321 Acapulco Dr
2086508	active	iOS	--	Code Issue	Other	16218 Tahoe Dr Jersey Village 77040	Water heater has been in the driveway for about one week. Also utility trailer parked in the driveway for 3 days.
2085460	resolved	iOS	6/4/2024	Code Issue	Other	16325 Lewis St Jersey Village 77040	Do they have a permit to tear up the grass on the easement and build another driveway that goes into their backyard?
2085112	resolved	iOS	6/4/2024	Code Issue	Other	1 Spyglass Ct Jersey Village 77064	Did not feel this justified a police complaint, but perhaps you can notify. It's a persistent issue that has been going on for 1-2 years. Blocking the public sidewalk daily, by multiple residents of the same home. Residents can't use the sidewalk. Elderly and children have to detour into the street every day. Request that you cite or warn this resident at #1 Spyglass Ct.

2084336	assigned	In-person	--	Code Issue	Tall grass and weeds	7302 Senate Ave. Jersey Village	Fence line and ditches have overgrown vegetation
2081755	assigned	Android	--	Code Issue	Other	16022 Congo Lane Jersey Village 77040	residents complain car been on the street and not being used at all.
2079247	resolved	Android	5/20/2024	Code Issue	Other Sign Issue	16009 Congo Lane Jersey Village 77040	While cutting down a severely damaged crepe myrtle tree due to the multiple storms including on May 16th, I noticed a parent code violations related to the 2 story house and its backyard behind my home at 16009 Congo Ln. The pool is full to the top and it is very green indicating algae. There appears to be mold on the side paneling on the back of the house associated with the roof covering a single story section extending out towards the pool area. there are several pecan trees that appear to be dying from the top down with dead branches over my back fence. Another pecan tree in the backyards right corner within a couple of feet of my fence has several branches broken off due to the wind that hung over my yard requiring me to cut them off. Also, the top 15 ft of this pecan tree is dead with multiple limbs and the trunk, which presents the possibility of I'm breaking off and landing in my backyard and or the neighbor's next to me and the neighbor's yard behind him. There are other noticeable issues too. it also appears that the house may be vacant.
2078704	active	iOS	--	Code Issue	Other	15814 Tahoe Dr Jersey Village 77040	Trailers in driveway.

2076238	assigned	In-person	--	Code Issue	Tall grass and weeds	8223 Jones Rd Jersey Village	
2076187	resolved	In-person	5/30/2024	Code Issue	Other	15702 Congo Ln Jersey Village	Junk vehicle
2076186	assigned	In-person	--	Code Issue	Other	15607 Yampa Ln Jersey Village	Jet skis in driveway
2076182	assigned	In-person	--	Code Issue	Trees over Street/Sidewalk	112 Windrose Ct. Jersey Village	
2076171	assigned	In-person	--	Code Issue	Trees over Street/Sidewalk	104 Windrose Ct Jersey Village	
2076168	assigned	In-person	--	Code Issue	Trees over Street/Sidewalk	118 Watercress Cir Jersey Village	
2076166	assigned	In-person	--	Code Issue	Other	16030 Crawford st. Jersey Village	Boat in driveway and tree limbs
2076165	resolved	In-person	5/30/2024	Code Issue	Other	16001 Wall St. Jersey Village	tree limbs curbside
2073409	resolved	In-person	5/21/2024	Code Issue	Other	16329 Jersey Dr. Jersey Village	JV parked in driveway
2073381	assigned	In-person	--	Code Issue	Other	15409 Clevedon LN Jersey Village	JV parked in driveway
2073352	resolved	In-person	5/16/2024	Code Issue	Tall grass and weeds	16301 Lakeview Dr. Jersey Village	HG and seasonal lights around tree
2073306	assigned	In-person	--	Code Issue	Tall grass and weeds	16229 Lakeview Dr. Jersey Village	HG

2073288	assigned	Phone Vo	--	Code Issue	Trees over Street/Sidewalk	16510 Cornwall Jersey Village	Overgrown yard and tree maintenance.
2070014	resolved	Email	5/13/2024	Code Issue	Other	15621 Shanghai St Jersey Village	Resident sent this email 'This truck with large work trailer has been parked since Friday. It's against the city's ordinance to park on the grass. It's on the SE corner of Lakeview and Shanghai.'
2067652	assigned	In-person	--	Code Issue	Sign Issue	15314 Philippine Jersey Village	
2067586	resolved	In-person	5/21/2024	Code Issue	Trees over Street/Sidewalk	16215 Smith St. Jersey Village	
2067230	new	iOS	--	Code Issue	Other	16409 St Helier St Jersey Village 77040	Concrete workers blocking mailbox and left trash all down the street in yards all night.
2066072	canceled	iOS	5/10/2024	Code Issue	Tall grass and weeds	16304 Smith St Jersey Village 77040	16308 Smith Street had high weeds in yard with overgrowth over curb to street. This house does not mow the yard or weed or edge unless reported as code violation. Please address. Thank you.
2063484	resolved	iOS	5/13/2024	Code Issue	Other	7378 Senate Ave Jersey Village 77040	Dilated trailer with missing wheels in driveway from hillcrest
2063046	resolved	In-person	5/10/2024	Code Issue	Sign Issue	8235 Jones RD Jersey Village	Streamers
2062884	resolved	In-person	5/30/2024	Code Issue	Tall grass and weeds	17000 Northwest Frwy Jersey Village	
2062878	resolved	In-person	5/10/2024	Code Issue	Sign Issue	8310 N. Tahoe Jersey Village	contractor sign in yard

2062875	resolved	In-person	5/10/2024	Code Issue	Sign Issue	8318 N. Tahoe Jersey Village	Contractor sign in yard
2062870	resolved	In-person	5/10/2024	Code Issue	Sign Issue	15514 Mauna Loa Jersey Village	Contractor sign in yard
2062586	active	iOS	--	Code Issue	Other	15313 Leeds Ln Jersey Village 77040	Dead shrubs have been this way for over a year
2062172	resolved	In-person	5/10/2024	Code Issue	Sign Issue	8414 Hawaii Jersey Village	contractor sign and missing number
2062155	assigned	In-person	--	Code Issue	Other	16026 Kube St Jersey Village	fence repair / missing pickets
2062113	assigned	In-person	--	Code Issue	Sign Issue	16030 Kube St. Jersey Village	contractor sign
2058833	resolved	Android	5/30/2024	Code Issue	Tall grass and weeds Other	17342 Northwest Freeway Jersey Village 77040	this shell station has trash piled up on the side of the building. it stinks, unsightly and will be attracting coyotes and rats.
2057659	canceled	iOS	5/7/2024	Code Issue	Other	Rio Grande St Jersey Village 77040	Abandoned dog at Champion forest church on rio grande and village. Been there about a week. Large white not aggressive.
2057642	assigned	In-person	--	Code Issue	Tall grass and weeds	10 Oakmont Ct. Jersey Village	
2057631	resolved	Email	5/9/2024	Code Issue	Other	16022 Kube St. Jersey Village	Possible inoperable JV parked on street
2056414	canceled	iOS	5/3/2024	Code Issue	Tall grass and weeds	16326 St Helier St Jersey Village 77040	Tall grass and large trash pile next to street in front yard of 16325 St Helier vacant home
2056412	canceled	iOS	5/3/2024	Code Issue	Tall grass and weeds	16325 St Helier St Jersey Village 77040	Overgrown yard with large trash pile at vacant home x weeks.16325 St Helier
2054914	active	WEB RAI	--	Code Issue	Other	12502 Seattle Slew Drive, unit 1504 Jersey Village	StormWater entering bedroom in unit of in Multi-unit dwelling, compromised foundation and building not leveled

2054777	assigned	In-person	--	Code Issue	Tall grass and weeds	17030 Northwest Freeway Jersey Village	
2054772	resolved	In-person	5/13/2024	Code Issue	Other	8505 Kari Ct Jersey Village	Seasonal lighting
2054768	resolved	In-person	5/10/2024	Code Issue	Tall grass and weeds	16241 Singapore LN Jersey Village	
2054765	resolved	In-person	5/10/2024	Code Issue	Other	16209 Crawford St. Jersey Village	Foldable RV in driveway
2054753	assigned	In-person	--	Code Issue	Other	16205 Crawford St. Jersey Village	possible inoperable JV
2054747	resolved	Phone An	5/13/2024	Code Issue	Tall grass and weeds	16126 Crawford St. Jersey Village	Landscaping maintenance
2054686	assigned	In-person	--	Code Issue	Tall grass and weeds	15706 Australia St. Jersey Village	HG/ JV
2054683	resolved	In-person	5/21/2024	Code Issue	Tall grass and weeds	7810 Hamilton Jersey Village	HG
2054680	resolved	In-person	5/13/2024	Code Issue	Other	8010 Senate Ave. Jersey Village	Missing building number
2054672	resolved	In-person	5/8/2024	Code Issue	Other	15710 Honolulu St. Jersey Village	Utility trailer in driveway
2054663	assigned	In-person	--	Code Issue	Trees over Street/Sidewalk	1101 Pleasant Colony Dr Jersey Village	Tree branches on RoW
2054116	assigned	iOS	--	Code Issue	Other	16425 Jersey Dr Jersey Village 77040	There are trees visible from the street that are closer than 10 lateral feet of an overhead electric utility wire. That is against city ordinance section 14-310(9).

2052370	resolved	iOS	5/2/2024	Code Issue	Sign Issue	15602 Lakeview Dr Jersey Village 77040	Commercial signs on utility pole.
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MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 15, 2024 AT 6:00 P.M IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. The meeting was called to order by Mayor Warren at 6:00 p.m. with the following present:

Mayor, Bobby Warren
 Council Member, Drew Wasson
 Council Member, Sheri Sheppard
 Council Member, Michelle Mitcham
 Council Member, James Singleton
 Council Member, Jennifer McCrea
 Council Member Elect, Connie Rossi

City Manager, Austin Bleess
 City Secretary, Lorri Coody

Staff in attendance: Robert Basford, Assistant City Manager; Mark Bitz, Fire Chief; Danny Keele, Chief of Police; Isabel Kato, Director of Finance; Abram Syphrett, Director of Innovation and Technology and Laura Capps, Human Resources Manager.

B. CITIZENS' COMMENTS: Citizens who have signed a card and wish to speak to the City Council 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 prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens are limited to five (5) minutes for their comments to the City Council.

Ashley Hart, 8602 Red Pheasant Court, Jersey Village, Texas (302) 465-6834 – Ms. Hart spoke to City Council. She thanked City Council for tabling the Golf Course Bridge item at the last meeting. She lives in Windham Village. She is affected by the closure of the GOLF Course Bridge. She believes that all the options concerning a solution for the bridge are not perfect. She outlined the concerns. She proposes a variation to one of the solutions outlined in the Budget Memo. She wants a one-way street from Rio Grande to Jersey Meadow that shares the Golf Course Bridge and allows a way to exit the City. She believes this may be the best solution given it is most cost effective. She stated that there were solutions to keep this alternative safe.

C. FY 2024-2025 COUNCIL/STAFF BUDGET RETREAT

1. Overview and Departmental Information presented by Austin Bleess, City Manager

City Manager, Austin Bleess, explained the purpose of this meeting. It is a first blush at ideas for the next budget. He began his presentation on the 2024-2025 budget overview the following information:

Major Impacts to FY24

- Sales Tax is about 9% behind budget – Chapter 380 agreements biggest impact
 - Argos has informed us they are leaving Jersey Village – Loss of \$800K
- State Medicare cost share is down
- Fines are down
- Looking at \$1,500,000 lower revenue than budgeted for this fiscal

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Responses to Major Impacts to FY 24

- Hiring Freeze 1 Dispatch position, 1 police officer position – Approximately \$220,000
- Grants/incentives line decrease - \$800,000
- Capital Improvement Decrease of \$190,000
- Gas/Fuel coming about \$55,000 under budget
- These four lines are \$1,265,000
- Other areas are coming under, and any deficit for FY24 should be 1% or less.

Council engaged in discussion about the \$800K loss. It was mentioned that the net impact to the budget is actually \$400 to \$450K. This represents the real loss. There were questions about Argos leaving. City Manager Bleess stated that Argos was bought out and Staff is hoping to work with the new company but nothing as of yet.

Looking Ahead - Unknowns

- Town Center – This has been here for years
- Inflationary pressures
- Legislative issues – property tax issues
- 2024 state/national elections that can bring economic and legislative impacts

Impacts to Next Fiscal Year Revenues

- Sales tax will be down about \$400,000
 - Fire and Crime Control will be down \$200,000 each – this impacts transfers to General Fund
- Property tax revenue increase– Estimated around 4.5 Cent increase
 - This is for voter approved debt service
- State Medicare cost share is down

Council engaged in discussion about the decrease in sales tax and the reasons for same. City Manager Bleess explained that the Chapter 380 agreements are mostly responsible given they are down some \$200K.

Impacts to Next Fiscal Year

- Golf Course Bridge/Jersey Meadow Drive Expansion
- Utility Rates
- Communications Role – Council request
- Possibility of Retirements – Sick/vacation time payouts
 - 6 Employees 62 or older
 - 11 Employees eligible under TMRS standard

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Golf Course Bridge / Jersey Meadow Drive Expansion

- Main Options
- Extending Jersey Meadow across detention Pond - \$5,200,000 estimated cost
- Follow existing right of way - \$6,370,000 estimated cost
- Extend Rio Grande - \$1,000,000 Estimated cost
- Expand Village Dr - \$2,840,000
- Make Village Dr No Parking - \$500
- Dedicated right hand turns on Village Green Drive - \$1,000

Citizen Feedback – 20 Responses

- Extending Jersey Meadow across detention Pond – 2 In favor, 14 against, 4 Maybe
- Follow existing right of way – 7 in favor, 8 against, 5 maybe
- Extend Rio Grande – 2 in favor, 17 against, 1 maybe
- Expand Village Dr – 9 in favor, 9 against, 1 maybe
- Make Village Dr No Parking – 9 in Favor, 7 against, 4 Maybe
- Dedicated right hand turns on Village Green Drive – 15 in favor, 3 against, 2 maybe

Other Options Proposed by Citizens

- One way bridge traffic only
 - This would be an enforcement issue
 - Some type of prevention method would be required
 - Would also have to accommodate golf carts

What Alternatives Does City Council Want to Look At Further?

Council engaged in discussion about Village Drive with no parking. This option sounds great except for those who live on this street. If they were offered a parking lot, it might be doable. This option would also have enforcement concerns. Additionally, City Manager Bleess stated that there is a City Attorney Opinion that states we could not spend monies on this option if it were just parking for those residents.

The various opinions of residents that were collected from the City's website were discussed. City Manager Bleess explained that the survey will be in the Jersey Village Star and in the weekly.

Resident complaints and actual participation in the surveys were discussed.

Some members felt that trying to come up with a traffic solution is more of an engineering questions. City Manager Bleess explained that there have been traffic studies, and he gave the information concerning same.

There was discussion about the bridge and the parking lot on the other side. Neither were constructed for this volume of traffic or traffic in general.

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Having a traffic study focused on safety was discussed. Additionally, the traffic patterns have changed over the years, especially with the new Golf Course Clubhouse.

Closing the bridge was discussed, and the safety issues associated with same. It seems that residents are split 50/50. It was mentioned that any change in Jersey Village is difficult. It was mentioned that in the past seven (7) years there were only two issues (cut-through traffic and no parking across sidewalks) that resulted in communication from a large number of residents. With this in mind, when you begin to impact the public's conveniences there will be many that voice their opinions.

Cut-through traffic was discussed. City Manager Bleess gave background information concerning the history of same.

The cost of a dedicated right hand turn on Village Green Drive was discussed. This option should be implemented regardless of what option or solution is ultimately decided concerning the bridge.

The path moving forward was discussed. At the Golf Course Advisory Committee Meeting, there was no support for keeping the bridge open. The reasoning was safety. There was concern about accidents and the liability of the City. City Manager Bleess explained that such a claim would be covered by insurance.

The reasons for using the bridge were discussed. It seems that most use the bridge to save time and for convenience.

Most members stated that this ingress/egress route was never intended to be a road, it is two parking lots joined by a golf cart bridge.

Some members felt that we need to define what closing the bridge actually means. Chief Keele stated that police do use this route as it gives a viable route to get to Jones Road, but it would not affect them if the bridge were closed. Fire Chief Bitz stated that the Fire Department does not use this route given his vehicles are overweight for support of the bridge.

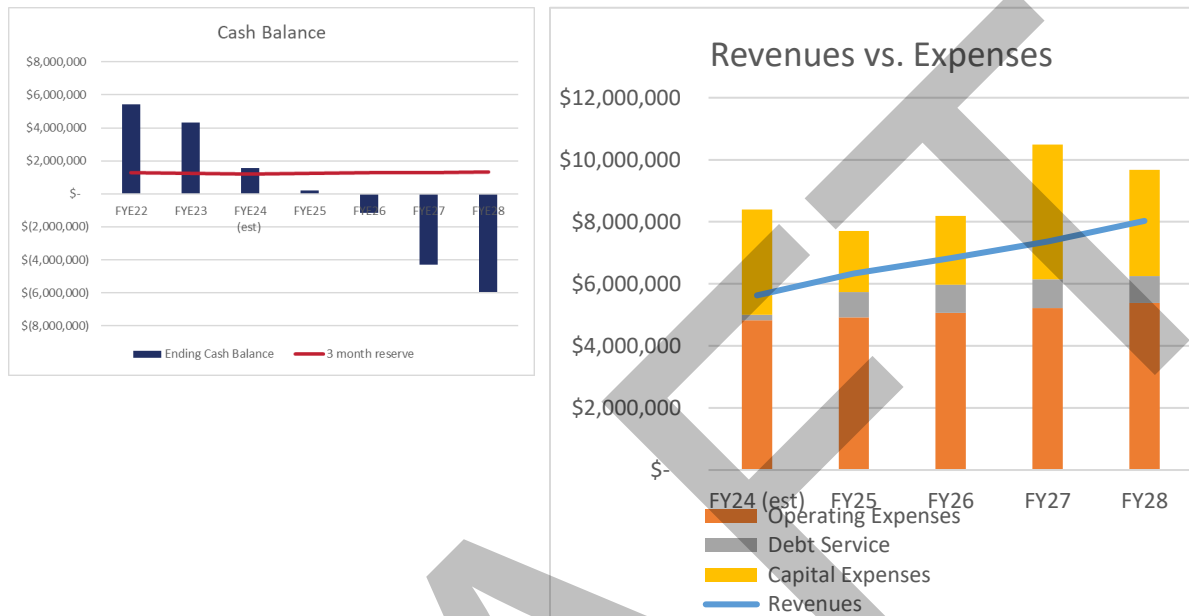
It was discussed that perhaps this could be presented to the Bond Committee for review. Some members did not think this is for the Bond Committee because it is an engineering and safety issue.

Utility Rates

- Capital improvement plan adopted by Council in March 2024
- About \$20,000,000 that we need to do over the next 10 years
- Another \$25,000,000 may be required if further development happens
- Current rate structure adopted by Council will increase
- 10% for water And sewer

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Utility Fund Forecasts



Council engaged in discussion about this information. Projects for these funds were discussed.

Possible Options

- Re-Arrange CIP schedule to be a 15-year schedule
- Larger increase in utility rates
 - 1% water increase is about \$30,000
 - 1% Sewer Increase is about \$25,000
- Bond
 - May have some remaining bond proceeds from recently bonded amounts
 - \$6,145,000 in water/sewer bonds approved and earmarked for ETJ
- Grants
 - Tough to come by and no guarantee
 - Requires some type of matching funds

It seems that the revenues and expenses have changed since we went out for bond. City Manager Bless explained that since that time a CIP Review was conducted by consultants that identified issues and better identified the cost to fix these issues. There are many issues that can be delayed somewhat but will need to be addressed sooner rather than later. The White Oak Bayou Wastewater Treatment Plant was discussed and the bad repair of same.

Annexations from the ETJ was discussed and the effects of same on the system. Some felt that this project had to be cut.

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Addressing the issues as opposed to delaying was discussed. City Manager Bleess explained that infrastructure issues cannot be ignored.

The cost of projects/operating costs over revenues was discussed.

Mayor Warren called for a recess at 6:55 pm. He reconvened the budget work session meeting at 8:47 p.m.

What Options Does City Council Want to Look At Further?

Council engaged in discussion about the 1% increase for water and sewer. There were also questions about the expenditures and how “front-loaded” are these numbers. City Manager Bleess explained the numbers. Some needed a better understanding of what numbers are covered by bond monies and what expenses are not covered by bond monies. The bond funds were discussed. City Manager Bleess explained that what is covered by bond money are pipes, CIP plants and lift stations.

Over the next five years, what is not covered by bond monies? In terms of the chart, everything that is displayed in GOLD is not covered by bonds. The bond projects are being done out of the bond funds and is separate from the numbers in the chart.

In reviewing these numbers, because of many years of neglect, the Council will need to consider raising the fees for residents for water and sewer services. Funding with bonds at least will permit payment that is spread out over the years to come as opposed to raising rates. Some felt that it is fair for residents to pay for operating expenses, maintain the three (3) month cash reserve, and pay for infrastructure. The pros and cons of going out for bond vs. fee increase was discussed.

Some members wanted to see what it would cost the average consumer for a 10%, 15% and 20% increase in rates, and then compare the numbers against what it would cost to go out for bonds.

Communications Person

- Council has asked for a communications person for the City
- That cost is roughly \$100,000 for year 1
- Currently there is an intern that helps with communications on a limited basis

Communication Goals

- What are the goals council wants to achieve with this position?
- Where on the priority scale does this land?

Some members felt we just need to do a better job in getting information to residents, especially information that is not written by AI. The information does not need to be verbose; it just needs to summarize important issues. Some members were supportive of having this position, stating that residents have a perception issue with the City. Other members did not agree, pointing out that the information is available, but residents are not involved until it affects them directly. A

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communications person can take the “fire hose” of information and disseminate it to the residents. Outsourcing the service was discussed as well as getting more interns. Some felt that freezing police and dispatch positions and hiring a communications position is hard to justify.

The priority for this position is low.

City Swimming Pool

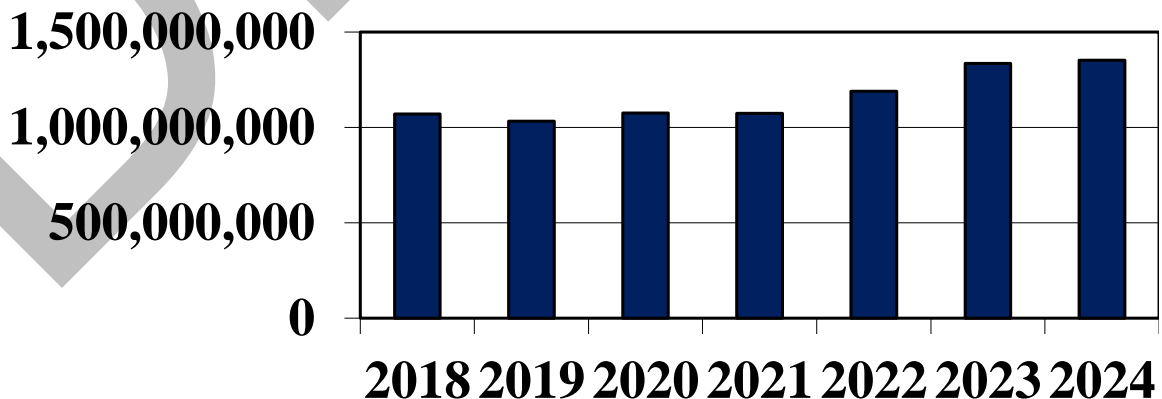
- ADA Compliance Issues
 - \$19,000 to come into compliance with two new ADA lifts for main pool
 - Unrealistic to make baby pool ADA compliant
- Estimate of \$1,100 for safety vacuum release system (SVRS) that was found to be non-functioning this week for Baby pool
- Pool Maintenance
 - As of May 13, we have spent \$13,136 out of a \$17,000 pool maintenance budget this year
 - We are likely to go over that budget amount
- Does council wish to provide any feedback or direction on moving forward with these issues?

Council engaged in discussion about the baby pool. It should be drained. Problems with the pool and the expense to address these problems was discussed. Assistant City Manager Basford explained the monies spent on repairs through May 13. Some members wondered if there would be additional major expenses this budget year. Mr. Basford addressed this question explaining what has already been spent. The pool maintenance budget of \$17,000 was discussed. Some members wanted to know what amount for maintenance is appropriate. Mr. Basford stated that last year it was \$12K, but repairs necessitated an increase to \$17,000 for this budget year.

There was concern about the items that are needed to become ADA compliant and the cost for these items. Some wondered if spending this money is wise given the pool may be replaced or closed. These expenditures were discussed. It was the consensus of Council that the City should keep funding the pool and keep it open for this budget year and clearly communicate to residents that the pool will be closed at the end of the season.

SALES TAX AND PROPERTY VALUE TRENDS

Property Values Update – March 2024 – 1.91% Increase



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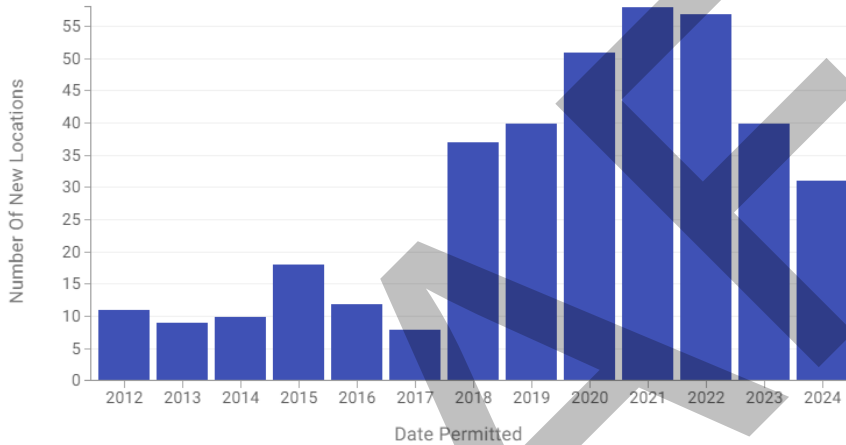
Council engaged in discussion concerning these numbers.

Does City Council Want to Increase Over 65 Exemptions Again?

Council engaged in discussion about the exemption. Most members felt that there just aren't enough funds to increase this exemption at this time.

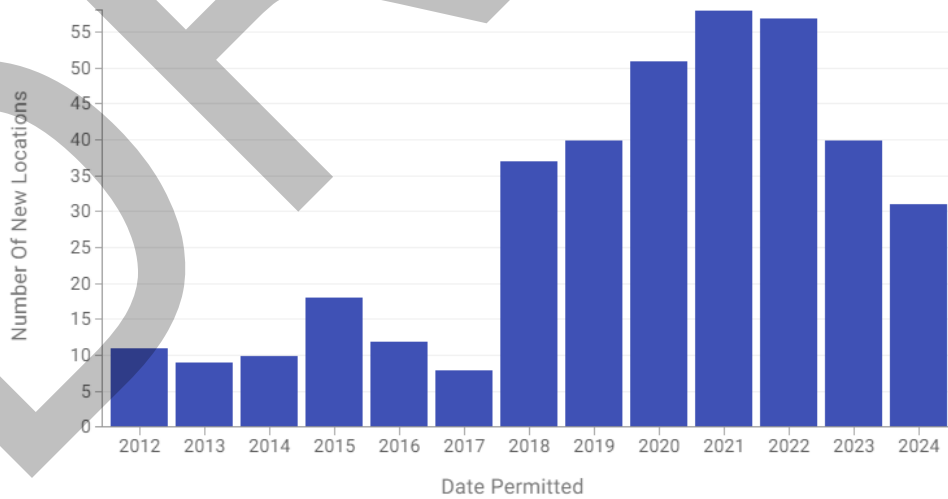
New Business Growth is Slow

New Permitted Sales Tax Locations In Jersey Village This Year



Sales Tax Trend

New Permitted Sales Tax Locations In Jersey Village This Year



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Council engaged in discussion about these trends. City Manager Bleess explained that the bulk of this decrease for sales tax revenues is from the decrease in revenues from the Chapter 380 agreements.

Those are the Big Topics

Council engaged in discussion about how the City will communicate about the pool and its closure at the end of the season. Also, when will this communication happen. Some felt it should be communicated regularly and throughout the City, to include posting the information at the pool.

ADJOURN

With no further discussion, the meeting was adjourned at 10:04 p.m.

Lorri Coody, City Secretary



MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON MAY 15, 2024, 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 Warren at 7:03 p.m. with the following present:

Mayor, Bobby Warren
Council Member, Drew Wasson
Council Member, Sheri Sheppard
Council Member, Michelle Mitcham
Council Member, James Singleton
Council Member, Jennifer McCrea

City Manager, Austin Bleess
City Secretary, Lorri Coody
City Attorney, Justin Pruitt

Staff in attendance: Robert Basford, Assistant City Manager; Isabel Kato, Finance Director; Danny Keele, Chief of Police; Mark Bitz, Fire Chief; Abram Syphrett, Director of Innovation; and Laura Capps, Human Resources Manager.

B. INVOCATION, PLEDGE OF ALLEGIANCE

1. Prayer and Pledge by: Aiden McCrea, Max McCrea, Vivi Wasson, and Andrew Wasson

C. ELECTION ITEMS

1. Consider Ordinance No. 2024-13, canvassing the returns and declaring the results of the General Election held on May 04, 2024, for the purpose of electing three City Council Members (Place1, Place 4, and Place 5).

Mayor, Bobby Warren, called the item and opened the sealed envelope containing the canvass report for the May 04, 2024, General Election for the City of Jersey Village. He instructed the members of Council to open their envelopes containing the canvass report and to review same. A summary follows:

<i>Name of Candidate</i>	<i>Mail</i>	<i>Early</i>	<i>Election Day</i>	<i>Total</i>
Councilmember Place No. 1				
Drew Wasson	45	500	200	745
Councilmember Place No. 4				
Vi Pham	5	4	2	11
Connie Rossi	24	408	126	558
James Fields	29	218	149	396
Councilmember Place No. 5				
Jennifer McCrea	46	484	198	728

Mayor Warren read the returns and announced the following: Drew Wasson, Connie Rossi, and Jennifer McCrea are duly elected to their respective positions.

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Once the Council Members completed their review of the canvass, Mayor Warren called for a motion to approve Ordinance No. 2024-13, canvassing the returns and declaring the results of the General Municipal Election held May 04, 2024.

Council Member McCrea moved to approve Ordinance No. 2024-13, canvassing the returns and declaring the results of the General Municipal Election held May 04, 2024. Council Member Mitcham seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Singleton, and McCrea

Nays: None

The motion carried.

ORDINANCE NO. 2024-13

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 04, 2024.

After the Ordinance passed, Mayor Warren stated the following:

This concludes the canvass of the election of the General Election held on May 4, 2024 for the City Jersey Village with a total of 966 voters.

Mayor Warren called the next two items (2 and 3) together.

2. Issuance of Certificate of Election to Newly Elected Officials.

City Secretary, Lorri Coody, delivered Certificates of Election to the newly elected officials Drew Wasson, Council Member, Place 1; Connie Rossi, Council Member, Place 4; and Jennifer McCrea, Council Member, Place 5.

3. Administer Oath of Office to Elected and newly Appointed Officials.

City Secretary, Lorri Coody, administered the Oath of Office to newly elected officials Drew Wasson, Council Member, Place 1; James Singleton, Council Member, Place 4; and Jennifer McCrea, Council Member, Place 5.

4. Recognition and Presentation of Service Award to James Singleton outgoing Council Member – Place 4, for his years of service to the City of Jersey Village.

Mayor, Bobby Warren, recognized and presented a service plaque to outgoing Council Member James Singleton for his years of service to the City of Jersey Village. Council Member Singleton, accepting the service plaque, gave a few remarks about his service and thanked the residents and City Staff for the experience.

RECESS – Take recess at 7:15 p.m. in order that the newly elected members of Council may take their place on the Council dais.

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Mayor Warren reconvened the meeting at 7:26 p.m. with Council Member Rossi taking her place on the dais. He then called the next item on the agenda as follows:

D. PRESENTATIONS

1. Presentation of Employee of the Month Award for May 2024.

Austin Bleess, City Manager, presented Gloria Hale with the May 2024 Employee of the Month Award.

E. CITIZENS' COMMENTS

Citizens who have signed a card and wish to speak to the City Council 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 prevented from discussing the subject and may respond only with statements of factual information or existing policy. Citizens are limited to five (5) minutes for their comments to the City Council.

Rick Faircloth, 16010 Lakeview Drive, Jersey Village, Texas (713) 466-8065 – Mr. Faircloth congratulated those who were elected. He spoke about the discussions had last month concerning the closing of the Golf Course Bridge. He believes that due to safety issues, while it has been a convenience, the best decision is to close this bridge to vehicular traffic and that it only be used for golf carts. He also asked City Council to increase the over 65 exemption for the next budget.

Andrew Mitcham, 15810 Acapulco, Jersey Village, Texas (713) 202-6474 – Mr. Mitcham thanked James Singleton for his service, stating that James is a fantastic dad and always willing to help out in the Community. Please don't be a stranger James. He congratulated Connie Rossi on her win.

Robert and Linda Ham, 16210 Capri Drive, Jersey Village, Texas (281) 677-1168 – Mr. and Mrs. Ham spoke to City Council about keeping the Golf Course Bridge open. Closing the bridge will be inconvenient. Most everything available to residents is located on Jones Road.

Ashley Hart, 8602 Red Pheasant, Jersey Village, Texas (302) 465-6834 – Ms. Hart spoke to City Council about the Golf Course Bridge. She wanted to address the safety concerns. It seems most of City Council is leaning toward closing the bridge due to safety concerns. Her solution is to have a one-way street (Rio Grande to Jersey Meadow) to the right of the existing parking lot to create only an egress option for residents. She gave additional details on how this solution would be beneficial for all. She also presented her figures on what this solution would cost. She mentioned that she has previously served on the Comprehensive Plan Update Committee. She encouraged anyone interested in serving on this Committee to apply on-line by June 5.

David McGuinn, 16508 Village Drive, Jersey Village, Texas (713) 703-9891 – Mr. McGuinn spoke to City Council about traffic on Village Green. He is not in favor of taking the parking away from those residents that live along this roadway. He stated that he does not believe that this solution would resolve the issue.

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John Hacker, 16414 Cornwall Street, Jersey Village, Texas – Mr. Hacker spoke to City Council about the Golf Course Bridge. He wants the bridge to remain open. If it is closed, he would like to see this outlet opened for use during emergencies. He does favor Ashley Hart's solution over closing the bridge entirely.

Kimberly Henao 15601 Singapore Lane, Jersey Village, Texas (832) 689-9878 – Ms. Henao gave her 32nd installment concerning the history of Jersey Village.

F. CITY MANAGER'S REPORT

City Manager Bleess gave the following monthly report. In addition to the report, Council had a few questions about MyGov software. There were also questions about Code Enforcement and roofing signs in yards. City Manager Bleess explained that there is some concern about the legality of having these signs in yards. There was concern that Code Enforcement is not being carried out properly. City Manager Bleess explained the process and mentioned that residents can access the City app to report issues. There were also questions concerning the process and if it is required. City Attorney Pruitt addressed the concerns.

1. Monthly Fund Balance Report, Enterprise Funds Report, Governmental Funds Report, General Fund Budget Projections, and the Utility Fund Budget Projections.
2. Fire Departmental Report and Communication Division's Monthly Report
3. Police Department Monthly Activity Report, Staffing/Recruitment Report, and Police Open Records Requests
4. 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
5. Public Works Departmental Status Report
6. Golf Course Monthly Report, Golf Course Financial Statement Report, Golf Course Budget Summary, and Parks and Recreation Departmental Report
7. Code Enforcement Report

G. 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.

Each Consent Agenda item appears below with background information. Items 4 and 5 were pulled from the Consent Agenda for further discussion. Accordingly, Items 4 and 5 contain discussion information as well as Council's vote, if applicable. The vote for Items 1 through 3, 6 and 7 are found at the end of the Consent Agenda.

1. **Consider approval of the Minutes for the Regular Session Meeting held on April 22, 2024.**

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2. **Consider Resolution 2024-38, appointing Directors to the Crime Control and Prevention District Board for the term of office beginning May 2024 and ending May 2026.**

BACKGROUND INFORMATION:

The Jersey Village Crime Control and Prevention District, organized and existing under Chapter 363, Texas Local Government Code, is governed by a Board of Directors of seven members appointed by the City Council for terms of two years.

The current members of the board of directors and the termination dates of their terms of office are:

- Drew Wasson – Term ending May 2024
- James Singleton – Term ending May 2024
- Jennifer McCrea – Term ending May 2024
- Bobby Warren – Term ending May 2025
- Sheri Sheppard – Term ending May 2025
- Michelle Mitcham – Term ending May 2025
- Austin Bless – Term ending upon separation from the City

This item is to appoint Directors to the Crime Control and Prevention District Board for the term of office beginning May 2024 and ending May 2026.

RESOLUTION NO. 2024-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING DIRECTORS TO THE CRIME CONTROL AND PREVENTION DISTRICT BOARD FOR THE TERM OF OFFICE BEGINNING MAY 2024 AND ENDING MAY 2026.

3. **Consider Resolution 2024-39, appointing Directors to the Fire Control, Prevention, and Emergency Medical Services District Board for the term of office beginning May 2024 and ending May 2026.**

BACKGROUND INFORMATION:

The Jersey Village Fire Control, Prevention, and Emergency Medical Services District, organized and existing under Chapter 344, Texas Local Government Code, is governed by a Board of Directors of seven members appointed by the City Council for terms of two years.

The current members of the board of directors and the termination dates of their terms of office are:

- Drew Wasson – Term ending May 2024
- James Singleton – Term ending May 2024
- Jennifer McCrea – Term ending May 2024

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- Bobby Warren – Term ending May 2025
- Sheri Sheppard – Term ending May 2025
- Michelle Mitcham – Term ending May 2025
- Austin Bleess – Term ending upon separation from the City

This item is to appoint Directors to the Fire Control, Prevention, and Emergency Medical Services District Board for the term of office beginning May 2024 and ending May 2026.

RESOLUTION NO. 2024-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING DIRECTORS TO THE FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD FOR THE TERM OF OFFICE BEGINNING MAY 2024 AND ENDING MAY 2026.

4. **Consider Resolution 2024-40, adopting an Acceptable Use of Information Technology Resources Policy, an Email Policy, and a Security Awareness and Training Policy for the Mayor and City Council Members.**

BACKGROUND INFORMATION:

This item is to implement IT User Policies for City Council Members. These policies are designed to provide a clear framework for the safe and responsible utilization of the City's IT resources with the ultimate focus of safeguarding the City's assets and data, as well as protecting the end users.

Council engaged in discussion concerning the policies. Some wanted to clarify how these policies are different from those of employees. Abram Syphrett, Information Technology Director, explained it is basically the same; however, some changes were made to permit City Council to regulate the policies as it applies to Council Members. There were questions on how City Council would make these enforcements. There were also questions about not having the policy if that would affect the City receiving grants. City Manager Bleess explained the grant process. City Attorney Pruitt explained the enforcement aspect of the policies. There was discussion about sensitive data on personal devices. This was a concern for some members. Others did not share this concern.

Some members wanted to delay approval of this item until June and would like the policy to be refined as it applies to City Council. Accordingly, no action was taken on this item.

RESOLUTION NO. 2024-40 – NO ACTION TAKEN

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS, ADOPTING AN ACCEPTABLE USE OF INFORMATION TECHNOLOGY RESOURCES POLICY, AN EMAIL POLICY, AND A SECURITY AWARENESS AND TRAINING POLICY FOR THE MAYOR AND CITY COUNCIL MEMBERS.

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5. **Consider Resolution No. 2024-41, authorizing the City Manager to enter into an agreement with Project Surveillance, Inc. to perform construction observation services for the Congo Lane Drainage Improvements Project.**

BACKGROUND INFORMATION:

The City of Jersey Village has received a proposal from Project Surveillance, Inc. (PSI) to provide professional services for the Congo Lane Drainage Improvements Project. This proposal aims to enlist the expertise of PSI in overseeing construction activities, ensuring adherence to project specifications and drawings.

If approved, Project Surveillance, Inc. will play a crucial role in monitoring daily operations carried out by contractors, guaranteeing compliance with established guidelines. This entails meticulous documentation through accurate daily construction reports, supplemented by photographs and videos. Moreover, PSI will collaborate closely with city staff to oversee critical construction tasks, thereby contributing to the project's success.

Project Surveillance, Inc. is a reputable Texas-based firm specializing in construction inspection services. PSI boasts a team of certified inspectors equipped with training in Public Works, Engineering, Construction Inspection and Project Management Basics.

Past collaborations between PSI and the City include notable projects such as the Seattle Street Reconstruction Project and the Emergency Tahoe Sanitary Rehabilitation Project. In these instances, PSI's involvement significantly contributed to project progress and quality. Additionally, staff have uncovered numerous issues with past infrastructure-related projects that lacked dedicated inspection services, highlighting the role that PSI will play in enhancing workmanship and project outcomes.

Overall, Project Surveillance, Inc. brings extensive experience, expertise, and a track record of success to the table. Their proposed involvement in the Congo Lane Drainage Improvements Project suggests an uphold in city standards and successful project completion.

The costs for this will come from the overall Congo Lane Drainage Improvements Project funding. It is a piece of the overall costs of the project that is factored into the budget.

This is a professional service which means we do not have to go out for public bids for this work. Project Surveillance only needs to present a Statement of Qualifications which is included with this item.

Council engaged in discussion about this item. The item was pulled to let the residents know what is happening with the project, especially since this project results from the recent bond monies.

Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

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The motion carried.

RESOLUTION NO. 2024-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PROJECT SURVEILLANCE, INC. TO PERFORM CONSTRUCTION OBSERVATION SERVICES FOR THE CONGO LANE DRAINAGE IMPROVEMENTS PROJECT.

6. **Consider Resolution No. 2024-42, finding that CenterPoint Energy Houston Electric, LLC’s requested increase to its electric transmission and distribution rates and charges within the City should be denied; finding that the City’s reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the Company and GCCC legal counsel.**

BACKGROUND INFORMATION:

On March 6, 2024, CenterPoint Energy Houston Electric, LLC (“CenterPoint” or “Company”) filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by \$60 million per year. CenterPoint asks the City to approve an increase of \$17 million in retail transmission and distribution rates (an increase of about 1%) and \$43 million in wholesale transmission rates (an increase of about 6.6%). According to CenterPoint, the impact on an average residential customer would be an increase of about \$1.25 per month.

In a prior City action, CenterPoint’s rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Gulf Coast Coalition of Cities (“GCCC”), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of experts engaged by GCCC, CenterPoint’s request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by CenterPoint. Following is an explanation of each section of the proposed Resolution:

- Section 1. This paragraph finds that the Company’s application is unreasonable and should be denied.
- Section 2. This section requires CenterPoint to maintain its existing rates within the City.
- Section 3. This section states that GCCC’s reasonable rate case expenses shall be reimbursed by CenterPoint within 30 days of presentation of an invoice to CenterPoint.
- Section 4. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.

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- Section 5. This section provides that the City will notify counsel for CenterPoint and counsel for GCCC of the City's action by sending a copy of the approved and signed Resolution to each counsel.

RESOLUTION NO. 2024-42

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND GCCC LEGAL COUNSEL.

7. **Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location.**

BACKGROUND INFORMATION:

On January 22, 2024, the City Council conducted a public hearing pursuant to Section 34-253 of the Code, so that the owner or the owner's representatives for the property located at 15830 NW FWY, Jersey Village, Texas 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.

After that hearing, City Council passed ordinance 2024-01, finding the structure at 15830 NW FWY, Jersey Village, Texas 77040 to be substandard and a public nuisance.

Since the passage of the Ordinance, the Owner has submitted reports to City Council by way of updating the Council on the progress being made by the owner on the substandard structure.

In accordance with the ordinance, the owner submitted plans to demo out all interior improvements and set up the space for a future build-out. Staff has worked with the owner to get in all completed information for the permit issuance and the 10 days to commence work has begun on May 7, 2024. As of this status report, the owner is still within compliance of the ordinance.

Tonight, the owner submits the 4th update report.

Items 4 and 5 were removed from the consent agenda. The discussion and vote for the removed items can be found under the appropriate Consent Agenda item. The vote for the remaining items NOT removed from the Consent Agenda is as follows:

Council Member Wasson moved to approve Items 1 through 3, 6 and 7 on the Consent Agenda.

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Council Member McCrea seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

The motion carried.

H. REGULAR AGENDA

1. Consider Resolution No. 2024-43, electing a Mayor Pro Tem.

With limited discussion, Council Member Sheppard moved to nominate Michelle Mitcham to serve as Mayor Pro Tem. Council Member Rossi seconded the nomination. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

The motion carried.

RESOLUTION NO. 2024-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, ELECTING A MAYOR PRO TEM.

2. Consider Resolution No. 2024-44, assigning Council Members to serve as liaison to various city committees and boards.

Mayor Warren called the item, stating that the only Boards/Committees without a liaison are the Tax Increment Reinvestment Zone Board No. 2 (TIRZ2) and Tax Increment Reinvestment Zone Board No. 3 (TIRZ3). He asked for discussion on the matter, and if there would be any changes in the current assignments. The consensus was as follows:

Planning and Zoning Commission and
Capital Improvements Advisory Committee
Building Board of Adjustment and Appeals
Parks and Recreation Advisory Committee
Golf Course Advisory Committee
Board of Adjustment
TIRZ2
TIRZ3

Drew Wasson
Jennifer McCrea
Michelle Mitcham
Sheri Sheppard
Jennifer McCrea
Connie Rossi
Connie Rossi

With no further discussion on this item, Council Member McCrea moved to approve Resolution No. 2024-43, assigning Council Members to serve as liaison to various city committees and boards as discussed. Council Member Sheppard seconded the motion. The vote follows:

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Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

The motion carried.

RESOLUTION NO. 2024-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, APPOINTING COUNCIL LIAISONS TO VARIOUS BOARDS AND COMMITTEES.

3. Consider Resolution No. 2024-45, reviewing and accepting the 2023 Annual Comprehensive Financial Report (ACFR) and the 2023 Single Audit Reports.

Isabel Kato, Finance Director, introduced the item. She told Council that the City of Jersey Village is required to publish each year a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

She introduced the Consultant Ben Cohen from Belt Harris & Associates LLLP who gave an overview of the audit findings and the financial position of the City. He called the Council's attention to the following pages of the report and explained each page:

Pages 17 through 19

Page 26

Page 42

Page 84

Page 86

Page 88

He also gave information on the Single Audit Reports that pertains to grant funding.

With limited discussion on the matter, Council Member Mitcham moved to approve Resolution No. 2024-45, reviewing and accepting the 2023 Annual Comprehensive Financial Report (ACFR) and the 2023 Single Audit Reports. Council Member McCrea seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

The motion carried.

RESOLUTION NO. 2024-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, REVIEWING AND ACCEPTING THE 2023 ANNUAL COMPREHENSIVE FINANCIAL REPORT (CAFR) AND THE 2023 SINGLE AUDIT REPORTS.

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- 4. Consider Ordinance No. 2024-14, amending the Golf Course Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the amount not to exceed \$75,000 by increasing Revenue Line Item 11-80-8551 (Green Fees), and by increasing Expense Line Item 11-81-8515 (Consultant Fees); approving the proposal from Chet Williams Design, LLC to conduct a Golf Course Master Plan; and authorizing the City Manager to execute all documents with Chet Williams Design, LLC concerning these consulting services.**

Robert Basford, Assistant City Manager, introduced the item. Background information is as follows:

We are seeking a budget amendment to bolster our green fees revenue (11-80-8551) by \$75,000 and increase the consultant fees (11-81-5515) by an equivalent amount. Revenues are doing better than budgeted for this fiscal year, and we are very confident we will see this increase in revenue this year. This additional funding is to initiate a comprehensive Master Plan for the Golf Course, designed to transform and optimize our course. With our new club house and the completion of the convention space in the coming months, we want to make sure we have a solid plan to keep the course in the best possible condition as well.

Chet Williams Design has been selected to deliver a range of services as part of this Master Plan, focusing on several critical areas. First, their team will evaluate the current conditions and aspirations for the golf course. This includes understanding the goals and objectives from the club's perspective, conducting thorough site investigations, and identifying the potential for enhancements. The consultation process will involve ongoing discussions with stakeholders to refine these goals and integrate them into the planning and design framework.

The analysis will cover various physical and functional aspects of the golf course, such as drainage systems, irrigation, soil conditions, bunkers, cart paths, and the overall playability and aesthetic of the course. This will enable a detailed understanding of the existing challenges and opportunities that the redesign can address.

The deliverables of the Master Plan will include a graphical representation of the proposed improvements, a detailed, hole-by-hole description of these changes, and a prioritized list of work items. This prioritization will be developed in collaboration with the club to ensure that it aligns with the most pressing needs and available resources. Additionally, Chet Williams Design will provide a preliminary cost estimate for each proposed improvement, ensuring that the council can make informed decisions about the allocation of funds and the project's overall feasibility.

Chet Williams Design has designed over 16 courses across the world. He has done Houston Oaks Country Club, Royal Oaks Country Club in Dallas and Horseshoe Bay Resort – Summit Rock Course just to name a few. Chet also worked for Nicklaus Design, the golf course design company of Jack Nicklaus, for 24 years, completing 25 golf

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courses. Golf course design, remodeling, renovation, and master planning are some of the services provided. He knows the golf course industry well and we believe will provide a quality Master Plan for us.

This strategic investment in the Golf Course Master Plan is designed to enhance the value and appeal of our golf course, ensuring the course meets the expectations of our community and visitors alike. We believe this plan will pave the way for significant improvements that will benefit all stakeholders involved.

The Plan is estimated to take 3-4 months to complete. That would put completion at the end of September. We would use this plan to start improvements this upcoming fiscal year.

Council engaged in discussion about the request. It was mentioned that these monies are coming from Golf Course Revenues and not the General Fund. City Council Member Sheppard gave information that was recently discussed at the Golf Course Advisory Committee wherein the Committee discussed this plan and believe that it is necessary to understand the upcoming needs of the course.

With no further discussion on the matter, Council Member Mitcham moved to approve Ordinance No. 2024-14, amending the Golf Course Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the amount not to exceed \$75,000 by increasing Revenue Line Item 11-80-8551 (Green Fees), and by increasing Expense Line Item 11-81-8515 (Consultant Fees); approving the proposal from Chet Williams Design, LLC to conduct a Golf Course Master Plan; and authorizing the City Manager to execute all documents with Chet Williams Design, LLC concerning these consulting services. Council Member Sheppard seconded the motion. The vote follows:

Ayes: Council Members Wasson, Sheppard, Mitcham, Rossi, and McCrea

Nays: None

The motion carried.

ORDINANCE NO. 2024-14

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GOLF COURSE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024 IN THE AMOUNT NOT TO EXCEED \$75,000 BY INCREASING REVENUE LINE ITEM 11-80-8551 (GREEN FEES), AND BY INCREASING EXPENSE LINE ITEM 11-81-8515 (CONSULTANT FEES) APPROVING THE PROPOSAL FROM CHET WILLIAMS DESIGN, LLC TO CONDUCT A GOLF COURSE MASTER PLAN; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS WITH CHET WILLIAMS DESIGN, LLC CONCERNING THESE CONSULTING SERVICES.

I. MAYOR AND COUNCIL COMMENTS

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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; and
- 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.

Council Member Mitcham: Council Member Mitcham welcomed Connie Rossi to the dais. The Youth Triathlon will be held on May 26. She encouraged all those interested to attend this event.

Council Member Sheppard: Council Member Sheppard had no comments.

Council Member Wasson: Council Member Wasson welcomed Connie Rossi to the dais. He thanked James Singleton for his service to the Community. He is an incredible man, and we are blessed to have him serving the Community. He also pointed out that there is a feedback form on the City website for residents to comment about the Golf Course Bridge and the City Pool. He mentioned that there is an opportunity to get involved as the City is looking for volunteers to serve on the Charter Review Committee and the Comprehensive Plan Update Committee.

Council Member Rossi: Council Member Rossi thanked all for the faith in her abilities to serve as Council Member. She is honored and will carry out her duties.

Council Member McCrea: Council Member McCrea welcomed Connie Rossi to the dais and she thanked James Singleton for his service. She is happy for this year's graduates.

Bobby Warren – Mayor Warren welcomed Connie Rossi to the dais. He also encouraged those interested to apply for appointment to the Charter Review Committee and the Comprehensive Plan Update Committee.

I. ADJOURN

There being no further business on the agenda the meeting was adjourned at 8:39 p.m.

Lorri Coody, TRMC, City Secretary



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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F2

AGENDA SUBJECT: Consider Ordinance No. 2024-15, receiving the Planning and Zoning Commission's Preliminary Report and calling a Joint Public Hearing of the City Council and the Planning and Zoning Commission concerning the request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F; and by prescribing the notice requirements for a public hearing.

Department/Prepared By: Lorri Coody, City Secretary **Date Submitted:** June 5, 2024

EXHIBITS: Ordinance 2024-15

Exhibit A - Planning and Zoning Commission's Preliminary Report

BACKGROUND INFORMATION:

The Planning and Zoning Commission met on June 4, 2024, to consider the application of Senate Avenue Pharmacy LLC, through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

After review and discussion, the Commissioners preliminarily proposed that Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, be allowed to operate as a retail pharmacy located at 7412 Senate Avenue within the City of Jersey Village in zoning District F.

This item is to receive the Planning and Zoning Commission's preliminary report, call a joint public hearing for July 15, 2024, and prescribe the type of notice to be given, and the time and place of the public hearing required as authorized by Chapter 211.006(c) of the Texas Local Government Code. **It must be passed by a two-thirds vote.**

RECOMMENDED P&Z ACTION:

MOTION: To approve Ordinance No. 2024-15, receiving the Planning and Zoning Commission's Preliminary Report and calling a Joint Public Hearing of the City Council and the Planning and Zoning Commission concerning the request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F; and by prescribing the notice requirements for a public hearing.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

ORDINANCE NO. 2024-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S PRELIMINARY REPORT AND CALLING A JOINT PUBLIC HEARING OF THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION CONCERNING THE REQUEST OF SENATE AVENUE PHARMACY LLC, THROUGH ITS OWNER LAURA SMITH WILLIAMS, FOR A SPECIFIC USE PERMIT TO ALLOW THE OPERATION OF A RETAIL PHARMACY LOCATED AT 7412 SENATE AVENUE, JERSEY VILLAGE, TX 77040 WITHIN THE CITY LIMITS IN ZONING DISTRICT F; AND PRESCRIBING THE NOTICE REQUIREMENTS FOR A PUBLIC HEARING.

WHEREAS, the Planning and Zoning Commission met on June 4, 2024, to consider the application of Senate Avenue Pharmacy LLC, through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F; and

WHEREAS, after review and discussion, the Commissioners preliminarily proposed that Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, be allowed to operate as a retail pharmacy located at 7412 Senate Avenue within the City of Jersey Village in zoning District F; and

WHEREAS, the Planning and Zoning Commission submits its preliminarily report to City Council, and asks that it be received; and

WHEREAS, Chapter 211.006(c) of the Texas Local Government Code allows home rule municipalities to prescribe, by a two-thirds vote, the type of notice to be given, and the time and place of the public hearing required, to establish zoning regulations; and

WHEREAS, the City Council desires to receive the report and call a joint public hearing with the Commission concerning the request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F; and prescribe the notice requirements for said public hearing; **NOW THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:

SECTION 1. THAT, the City Council hereby finds and determines that the statements set forth in the preamble of this Ordinance are true and correct and are incorporated herein for all purposes.

SECTION 2. THAT, the Planning and Zoning Commission's Preliminary Report concerning the request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F, is hereby received. The complete and correct copy of the Preliminary Report is attached hereto as "Exhibit A" and is fully incorporated herein for all purposes.

SECTION 3. THAT, the City Council and the Planning and Zoning Commission of the City of Jersey Village, Texas will conduct a Joint Public Hearing at 7:00 p.m., July 15, 2024, concerning the

request of Senate Avenue Pharmacy LLC, through its owner Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

SECTION 4. THAT, the City Secretary be, and she is hereby, directed to give notice of such public hearing by publishing notice in the Houston Chronicle, Cypress Creek Mirror Neighborhood newspaper, a newspaper of general circulation in the City, before the 15th day before the date of the hearing and to post a copy of the Notice on the City's website and at City Hall.

SECTION 5. THAT, this Ordinance shall be in full force and effect upon the date of its passage by the Council.

PASSED AND APPROVED BY A 2/3 MAJORITY OF THE CITY COUNCIL ON THIS 17th DAY OF JUNE 2024.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary





**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION
PRELIMINARY REPORT
TO ALLOW THE OPERATION OF A RETAIL PHARMACY AS A
SPECIFIC USE IN ZONING DISTRICT F**

The Planning and Zoning Commission has met in order to review the application of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

After review and discussion, the Commissioners preliminarily proposed that Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, be allowed to operate as a retail pharmacy located at 7412 Senate Avenue within the City of Jersey Village in zoning District F.

This preliminary proposal is more specifically detailed in the proposed ordinance attached as Exhibit “A.”

The next step in the process as required by Section 14-84(c)(2)(b) of the Jersey Village Code of Ordinances is for Council to call a joint public hearing with the Planning and Zoning Commission.

Respectfully submitted, this 4th day of June 2024.

s/Rick Faircloth, Chairman

ATTEST:

s/Lorri Coody, City Secretary



ORDINANCE NO. 2024-xx

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS (THE “CITY”), AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, BY GRANTING SENATE AVENUE PHARMACY, LLC, A SPECIFIC USE PERMIT (THE “SPECIFIC USE PERMIT”) TO ALLOW THE OPERATION OF A RETAIL PHARMACY LOCATED AT 7412 SENATE AVENUE, JERSEY VILLAGE, TEXAS, 77040, AND IN “ZONING DISTRICT F”; PROVIDING REQUIREMENTS AND CONDITIONS FOR THE SPECIFIC USE PERMIT; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THIS ORDINANCE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000) FOR VIOLATIONS HEREOF; PROVIDING FOR SEVERABILITY; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, Senate Avenue Pharmacy, LLC through Laura Smith Williams (the “Owner”) leases property from Jones Venture Holdings, LLC located at 7412 Senate Avenue (the “Property”) situated within the corporate limits of the City of Jersey Village, Texas (“the City”); and

WHEREAS, the Property presently has a zoning classification of District F pursuant to the comprehensive zoning ordinance of the City; and

WHEREAS, the Owner of the pharmacy has made an application to the City for a Specific Use Permit for a retail pharmacy on the subject property as authorized by the City’s comprehensive zoning ordinance (the “Specific Use Permit”); and

WHEREAS, the Planning and Zoning Commission (the “Commission”) and the City Council (the “Council”) of the City have, in the time and manner and after the notice required by law, conducted a public hearing on such request for the Specific Use Permit; and

WHEREAS, the Council has received the final written recommendation of the Commission; and

WHEREAS, the Council wishes to approve such request and, **NOW THEREFORE**;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:

SECTION 1. THAT the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct and are incorporated herein for all intents and purposes.

SECTION 2. THAT the Specific Use Permit for use of the Property as Retail Pharmacy, subject to the terms and conditions set forth below, is hereby granted to the Owner and shall include any successor in interest of the Property.

SECTION 3. THAT the Official Zoning District Map of the City shall be revised and amended to show the Specific Use authorized hereby for the Property as provided herein, with the appropriate references thereon to the number and effective date of this Ordinance and a brief description of the nature of the Specific Use authorized.

SECTION 4. THAT the Specific Use Permit granted hereby shall be null and void after the expiration of two (2) years from the date of adoption of this Ordinance unless the Property is being used in accordance with the Specific Use Permit herein granted or unless an extension of time is approved by City Council.

SECTION 5. THAT the Specific Use authorized and permitted hereby shall be, and is, subject to the following additional limitations, restrictions, and conditions:

SECTION 6. THAT any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed two thousand dollars (\$2,000). Each day of violation shall constitute a separate offense.

SECTION 7. THAT 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 Council 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 _____ day of _____, 2024.

FOR THE CITY:

BOBBY WARREN, MAYOR

ATTEST:

Lorri Coody, City Secretary



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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F3

AGENDA SUBJECT: Consider Ordinance No. 2024-16, amending the Jersey Village Code of Ordinances, Chapter 2, Article IV, Division 2, Section 2-142 to amend the Schedule of Fees related to filming in Jersey Village; adopting Film Friendly Guidelines; and providing for severability and repeal.

Dept/Prepared By: Miesha Johnson, Community Development Manager

Date Submitted: June 4, 2024

EXHIBITS: Ordinance No. 2024-16
Exhibit A – Guidelines for Filming in Jersey Village, Tx

BACKGROUND INFORMATION:

The City of Jersey Village seeks to enhance economic development and elevate our brand within the business community and the film industry. By joining the Film Friendly Texas Program, we aim to position our city as a prime location for media production, aligning with our broader goals of attracting new business opportunities and fostering community growth. This initiative reflects our commitment to becoming a welcoming and supportive environment for creative industries, ultimately contributing to the economic vitality and cultural enrichment of Jersey Village.

To achieve this, we will adhere to the standards set by the Film Friendly Texas Program. Since its inception in 2007, the program has equipped certified communities with the necessary training and guidance on industry standards and best practices. By participating, Jersey Village will gain access to these resources, enabling us to effectively support media production activities and attract filmmakers to our city. This process includes establishing Film Friendly Guidelines that will streamline the permitting process and ensure that film production is conducted in a manner that respects our community's needs and expectations.

The agenda item seeks approval for the resolution supporting Jersey Village's application for this designation. The proposed guidelines cover essential aspects such as film permits, the use of city streets and buildings, and proper notification procedures for residents and businesses impacted by filming activities. By passing these guidelines, we will formalize our commitment to fostering a film-friendly environment and set the stage for successful integration into the Film Friendly Texas Program.

RECOMMENDED ACTION:

MOTION: To approve Ordinance No. 2024-16, amending the Jersey Village Code of Ordinances, Chapter 2, Article IV, Division 2, Section 2-142 to amend the Schedule of Fees related to filming in Jersey Village; adopting Film Friendly Guidelines; and providing for severability and repeal.

ORDINANCE NO. 2024-16

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE JERSEY VILLAGE CODE OF ORDINANCES, CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-142 TO AMEND THE SCHEDULE OF FEES RELATED TO FILMING IN JERSEY VILLAGE; ADOPTING FILM FRIENDLY GUIDELINES; AND PROVIDING FOR SEVERABILITY AND REPEAL.

WHEREAS, the City Council of the City of Jersey Village, Texas ("City Council") has determined that it would be advantageous and beneficial to the citizens of the City of Jersey Village, Texas to establish modified and/or additional charges made to customers to recover the costs associated with providing general fees now and in the future for the City of Jersey Village, Texas; and

WHEREAS, the City has experienced a steady increase in the cost to provide an acceptable level of service to its Citizens and the City wishes to not only continue, but to improve its level of service to all its citizens and customers now and in the future; **NOW THEREFORE**,

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

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

Section 2. Amendment to Schedule of Fees. The Code of Ordinances of the City of Jersey Village is amended by deleting from Chapter 2, Article IV, Division 2, Section 2-142 the language shown below in strikethrough (~~deleted~~) and by adding thereto the language shown below as underscored and boldfaced (**added**), with the new Section 2-142 to read as follows:

“Chapter 2 – Administration

...

Article IV – Schedule of Fees and Special Funds

...

Division 2 – Schedule of Fees

...

Sec. 2-142. Fees and charges imposed.

- (e) **(25) For any filming in the city of Jersey Village a permit application fee of \$50 is required however the application fee may be waived by the city manager upon proof of an organization’s non-profit status or for any other reason deemed appropriate by the City Manager.**

Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Manager.

The following fees shall apply to the use of public property while filming in Jersey Village:

- a) **Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area \$500**
- b) **Partial, non-disruptive use of a public building, park, right-of-way, or public area \$250**
- c) **Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking \$150 per block**

- d) **Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking \$75 per block**
- e) **Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles) \$50 per block or lot.**

Section 3. Guidelines for Filming in Jersey Village. The guidelines for filming in Jersey Village as attached to this ordinance in Exhibit A are hereby adopted.

Section 4. Severability. 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 or ordinances 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 5. Repeal. All ordinances or parts inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 6. Effective Date. This ordinance shall be in full force and effect from and after its passage.

PASSED AND APPROVED this 17th day of June 2024.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary



EXHIBIT A
Guidelines for Filming in Jersey Village, TX



- I. Purpose
- II. City Control/City Manager Authority
- III. Permit Requirements and Fees
- IV. Application Fee
- V. Use of City Equipment and Personnel
- VI. Use of City-Owned Real Estate
- VII. Vehicles and Equipment
- VIII. Hours of Filming
- IX. Notification of Neighbors
- X. Certificate of Insurance
- XI. Liability
- XII. Hold Harmless Agreement

Guidelines for Filming in Jersey Village, Texas

I. PURPOSE

The Guidelines contained in this policy are intended to create a program for promoting economic development activity within Jersey Village and the vicinity of the City. The following Guidelines are also intended to protect the personal and property rights of Jersey Village, Texas residents and businesses, and to promote the public health, safety and welfare. The City Manager reserves the right to impose additional regulations in the interest of public health, safety and welfare, or if otherwise deemed appropriate by the City Manager.

These Guidelines cover requests for commercial use of City-owned property (including but not limited to streets, rights-of-way, parks, and/or public buildings), commercial use of private property which may affect adjacent public or private property, and the use of City equipment and personnel in all types of motion picture production, including, but not limited to, feature films, television programs, commercials, music videos and corporate films.

II. CITY CONTROL/CITY MANAGER AUTHORITY

The City Manager may authorize the use of any street, right-of-way, park, or public building, equipment or personnel for commercial uses in the filming or taping of movies, television programs, commercials, or training films and related activities. In conjunction with these uses, the City Manager may require that any or all of the conditions and/or remuneration herein and as specified on the application be met as a prerequisite to that use.

The Applicant agrees that the City of Jersey Village shall have exclusive authority to grant the Applicant the use of public streets, rights-of-way, parks and public buildings of the City, as well as authority to regulate the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming in order to promote the public health, safety or welfare.

The Applicant shall allow City departments (e.g., Police, Fire, Building) to inspect all structures, property, devices and equipment to be used in connection with the filming and taping, as deemed appropriate by the City Manager.

III. PERMIT REQUIREMENTS

Before filing an application for filming in Jersey Village, the Department of Community Development and/or the City Manager must be contacted to discuss the production's specific filming requirements and the feasibility of filming in Jersey Village, TX.

Any commercial producer who desires to undertake a commercial production in Jersey Village is required to complete and return the attached application for filming to the Community Development Department, within the time frames below:

- **Commercials or episodic television:** a minimum of two (2) business days prior to the commencement of filming or any substantial activity related to the project.
- **Feature films:** a minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

IV. APPLICATION FEE

A processing fee of \$52.50 should accompany each application for filming in Jersey Village.

The City Manager may waive this fee upon proof of an organization's non-profit status or for any other reason deemed appropriate by the City Manager.

V. USE OF CITY EQUIPMENT AND PERSONNEL

The Applicant shall pay for all costs of any Police, Fire, Public Works, or other City personnel assigned to the project (whether or not specifically requested by the production). Remuneration rates for the use of any City equipment, including police cars and fire equipment, will be established on a case-by-case basis as determined by the City Manager. The Applicant shall pay all costs in full within ten (10) days after receipt of an invoice for said costs. The City Manager may, at his/her discretion, require an advance deposit for all costs related City personnel and/or the use of City equipment.

The City Manager, in consultation with the Chief of Police and/or Fire Chief, shall have the authority to stipulate additional fire or police requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public health, safety and welfare, which cost shall be borne entirely by the Applicant.

Off-duty police officers and firefighters shall be paid by the production company at a rate no less than one and one-half times their hourly rate.

VI. USE OF CITY-OWNED REAL ESTATE

The City Manager may authorize the use of any street, right-of-way, park or public building, use of **Jersey Village**, Texas name, trademark or logo and/or use of City equipment and/or personnel for commercial uses in motion picture production. In conjunction with these uses, the City Manager may require that any or all of the conditions and/or remuneration as specified herein and on the application be met as a prerequisite to that use. A security or damage deposit may be required within the discretion of the City Manager.

The Applicant shall reimburse the City for inconveniences when using public property. Following is the rate schedule:

Activity	Cost per calendar day:
Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area	\$500
Partial, non-disruptive use of a public building, park, right-of-way, or public area	\$250
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking	\$150 per block
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking	\$75 per block
Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles)	\$50 per block or lot

The Applicant acknowledges and agrees that the City of Jersey Village, Texas, possesses and retains exclusive authority to grant the Applicant a revocable license for the use of its name, trademark, and logo, public streets, rights-of-way, parks and buildings of the City as well as control over the hours of production and the general location of the production. The City reserves the full and absolute right to prohibit all filming or to order cessation of filming activity in order to promote the public health, safety and/or welfare.

In order to leave the City-owned property in as good condition as when received, the Applicant is responsible for and must provide professional cleaning and/or sanitation services upon completion of work, if the City requests such cleaning and/or sanitation services at any time. Upon such a request by the City, the Applicant must obtain approval from the City of the Applicant's arrangements for cleaning and/or sanitation services (which will not be unreasonably withheld). The City may require such approval before use of the City-owned property for Production Activity begins.

VII. VEHICLES AND EQUIPMENT

The Applicant shall provide a report listing the number of vehicles and types of equipment to be used during the filming, including proposed hours of use and proposed parking locations. Such locations will need to be specifically approved by the City Manager. On-street parking or use of public parking lots is subject to City approval.

The use of exterior lighting, power generators, or any other noise- or light-producing equipment requires on-site approval of the City Manager.

VIII. HOURS OF FILMING

Unless express written permission has been obtained from the City Manager in advance, and affected property owners, tenants and residents have been notified, filming will be limited to the following hours:

Monday through Friday: 7:00 a.m. to 9:00 p.m.

Saturday, Sunday and holidays: 8:00 a.m. to 8:00 p.m.

IX. NOTIFICATION OF NEIGHBORS

The Applicant shall provide a short, written description, approved by the City Manager, of the schedule for the proposed production to the owners, tenants and residents of each property in the affected neighborhood(s). The Applicant, or his or her designee, shall make a good faith effort to notify each owner, tenant and resident of all such property, and shall submit, as part of this application, a report noting owners, tenants and/or residents' comments, along with their signatures, addresses and phone numbers. Based upon this community feedback, and other appropriate factors considered by the City Manager, the City Manager may grant or deny the filming application.

X. CERTIFICATE OF INSURANCE

The Applicant shall attach a valid certificate of insurance, issued by a company authorized to conduct business in the state of Texas, naming the City of Jersey Village and its agents, officers, elected officials, employees and assigns, as additional insured, in an amount not less than \$1,000,000 general liability, including bodily injury and property damage with a \$1,000,000 umbrella; and automobile liability (if applicable) in an amount not less than \$1,000,000 including bodily injury and property damage.

XI. LIABILITY

The Applicant shall pay in full, within ten (10) days of receipt of an invoice, the costs of repair for any and all damage to public or private property, resulting from or in connection with, the production, and restore the property to its original condition prior to the production, or to better than original condition.

XII. HOLD HARMLESS AGREEMENT

The Applicant shall sign the following Hold Harmless Agreement holding the City harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use:

I certify that I represent the firm which will be performing the filming/taping at the locations specified on the attached permit application. I further certify that I and my firm will perform in accordance with the directions and specifications of The City of Jersey Village, Texas, and that I and my firm will indemnify and hold harmless the City of Jersey Village, Texas and its elected officials, officers, servants, employees, successors, agents, departments and assigns from any and all losses, damages, expenses, costs and/or claims of every nature and kind arising out of or in connection with the filming/taping and other related activities engaged in pursuant to this Application.

I further certify that the information provided on this Application is true and correct to the best of my knowledge, and that I possess the authority to sign this and other contracts and agreements with the City of Jersey Village, Texas on behalf of the firm.

_____	Date: _____
Signature	

Printed Name	

Title	



THE CITY OF JERSEY VILLAGE
Application for Commercial Filming

Title of Project: _____

Type of Production: _____
(feature film, television series, commercial, music video, virtual reality, etc.)

Proposed Filming Locations (attach additional pages if necessary):

Date(s) of Prep, Filming & Wrap:

Primary Contact Name: _____

Cell Phone Number: _____

Email: _____

Location Manager Name: _____

Cell Phone Number: _____

Email: _____

Name of Production Company: _____

Address: _____

City/State/Zip: _____

Web Site: _____

Has this production already been in contact with the Texas Film Commission? _____

If yes, who is your contact at the Texas Film Commission?

Or

Has this production already completed the Texas Film Commission's Texas Production Registration Form? _____

PRODUCTION (Attach additional sheets if necessary.)

1. Production schedule and activities, including stunts, pyrotechnics, special effects, aerial or drone photography, amplified sound or use of animals: (give dates and times, hours should include prep, holding of sets, wrap and rain dates, if potentially needed)
2. Approximate number of persons involved with the production, including cast and crew:
3. Anticipated need of City or County personnel, equipment or property:
4. Public areas in which public access will be restricted during production:
5. Describe alterations to public property:
6. Number and type of production vehicles to be used and location(s) where vehicles will be parked:
7. Location where crew will be fed, if not at filming location:
8. Location where extras will be held, if not at filming location:
9. Please attach map of anticipated street closure(s) or other public area use.

Applicant (production company representative):

_____ Date: _____
<i>Signature</i>

<i>Printed Name & Title</i>

Application approved by Jersey Village representative:

_____ Date: _____

The "Guidelines for Filming in Jersey Village, Texas" apply to all motion picture production in Jersey Village.

The Office of the City Manager may require the applicant to acknowledge receipt of the Guidelines prior to approving this application.

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F4

AGENDA SUBJECT: Consider Resolution No. 2024-47, receiving the Planning and Zoning Commission's Review Report pertaining to Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

Department/Prepared By: Lorri Coody, City Secretary **Date Submitted:** April 11, 2024

EXHIBITS: Resolution No. 2024-47

Exhibit A – Planning and Zoning Commission's Review Report

BACKGROUND INFORMATION:

The Planning and Zoning Commission (P&Z) met on June 4, 2024, to discuss and review Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

This item is to receive the Commission's Report.

RECOMMENDED ACTION:

MOTION: To approve Resolution No. 2024-47, receiving the Planning and Zoning Commission's Review Report pertaining to Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

RESOLUTION NO. 2024-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, RECEIVING THE PLANNING AND ZONING COMMISSION'S REVIEW REPORT PERTAINING TO APEX HERITAGE PROPERTIES, LLC'S REQUEST TO AMEND THE CITY OF JERSEY VILLAGE'S 2020 COMPREHENSIVE PLAN AT CHAPTER 4 CONCERNING THE CITY'S THOROUGHFARE PLAN.

* * * * *

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

THAT, the Planning and Zoning Commission's Review Report pertaining to Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan is hereby received. The report is attached hereto as "Exhibit A."

PASSED AND APPROVED this the 17th day of June, 2024.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary





CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION REVIEW REPORT

The Planning and Zoning Commission met on June 4, 2024, and conducted a review of Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

Apex Heritage Properties, LLC is seeking to remove proposed road segments from the Thoroughfare Plan. The segments to be removed are in close proximity to the property they wish to develop, which is a 16.0194-acre tract located between Fairview Street and Wright Road, West of the intersection of Wright Road and Charles Road.

Since the City's Thoroughfare Plan is incorporated into the City's Comprehensive Plan, in order to make an amendment to the Thoroughfare Plan, the City's Comprehensive Plan must be amended. Local Government Code (LGC) Sec. 213.003 provides for amending a City's Comprehensive Plan.

This review satisfies LGC Section 213.003(a)(2), which requires the Planning and Zoning Commission to conduct this review. In making the review, the Planning and Zoning Commission confirms its review to the Jersey Village City Council and

_____ recommends approval of the amendments.

 x does not recommend approval of the amendments.

Respectfully submitted, this 4th day of June 2024.

s/Rick Faircloth, Chairman

ATTEST:

s/Lorri Coody, City Secretary



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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F5

AGENDA SUBJECT: Consider Resolution 2024-48, authorizing the Jersey Village Fire Chief, Mark Bitz, to enter into agreement with DEMA Consulting and Management (DEMA), allowing Holistic Assistance Response Teams (HART) to provide non-emergent assistance to specific populations in need.

Dept./Prepared By: Mark Bitz, Fire Chief

Date Submitted: June 5, 2024

EXHIBITS: Resolution 2024-48
EXA – DEMA Agreement with Exhibits A & B

BACKGROUND INFORMATION: DEMA Consulting & Management (DEMA) is a contracted firm with Harris County, TX to provide response assistance to specific populations of the community. More specifically, the primary focus for DEMA is assisting individuals experiencing mental health issues. This company, working directly with Harris County Public Health & Harris County Sheriff's Department, has created a team from Harris County called HART. Holistic Assistance Response Teams (HART) is a new Harris County program created to dispatch 911 directly and other calls to interdisciplinary unarmed, first responder teams, trained in behavioral health and on-scene medical assistance.

Since the program's inception, the team has responded to nearly 1,000 911 calls. Nearly 700 people have been supported with immediate interventions from HART responders who are trained in behavioral and medical health and social work. HART's community responders are handling nearly 20% of all 911 calls in their service area.

HART, which is operated by Harris County Public Health (HCPH), sends trained first responders to assist people struggling with issues related to mental health, substance use or homelessness so they can receive help they need. The program also eases the burden on law enforcement by allowing officers to focus on serious crimes.

The HART program, one of two pilot programs under the Community Health and Violence Prevention Services (CHVPS) Division at HCPH, operates out of the Cypress Station area in north Harris County.

The HART program aims to improve community health and safety by quickly providing the appropriate response to residents experiencing homelessness, behavioral health issues, or non-emergency health or social welfare concerns, and to reduce unnecessary law enforcement or hospital-based interventions for non-emergent 911 calls.

This agreement between DEMA and Jersey Village Fire Department would allow for HART to be contacted by our Law Enforcement and Fire Personnel, ensuring that populations of the homelessness, behavioral health, Social and non-emergent are provided care by qualified trained personnel. There is no cost to our city for this program. The agreement allows for HART to enter into our city and jurisdiction.

The Fire Department's Medical Director, Dr. Diana Fite has reviewed this program and their medical protocols and has approved this agreement. It now requires the fire chief to sign.

RECOMMENDED ACTION:

MOTION: Consider Resolution 2024-48, authorizing the Jersey Village Fire Chief, Mark Bitz, to enter into agreement with DEMA Consulting and Management (DEMA), allowing Holistic Assistance Response Teams (HART) to provide non-emergent assistance to specific populations in need.

RESOLUTION NO. 2024-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE JERSEY VILLAGE FIRE CHIEF, MARK BITZ, TO ENTER INTO AGREEMENT WITH DEMA CONSULTING AND MANAGEMENT (DEMA), ALLOWING HOLISTIC ASSISTANCE RESPONSE TEAMS (HART) TO PROVIDE NON-EMERGENT ASSISTANCE TO SPECIFIC POPULATIONS IN NEED.

WHEREAS, the Jersey Village Fire Department desires to enter into an Agreement with DEMA Consulting and Management (DEMA), allowing Holistic Assistance Response Teams (HART) to provide non-emergent assistance to specific populations in need; and

WHEREAS, it is the desire of the City Council of the City of Jersey Village to approve this agreement; **NOW THEREFORE**,

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 Chief, Mark Bitz, to enter into Agreement with to enter into agreement with DEMA Consulting and Management (DEMA), allowing Holistic Assistance Response Teams (HART) to provide non-emergent assistance to specific populations in need in substantially the form attached to this document in Exhibit A.

PASSED AND APPROVED this 17th day of **June**, A.D., **2024**.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary



Exhibit A to the Resolution

DEMA Consulting and Management (DEMA) Agreement with Exhibits A and B FRO Clinical Medical Policies and Procedure

FIRST RESPONDER AND PROVIDER AGREEMENT

This First Responder and Provider Agreement

The "Agreement" is made and entered into by and between DEMA Consulting & Management ("FRO"), a Holistic Assistance Response Team known as HART in Harris County (the "County"), and Jersey Village Fire Department (hereinafter, "the Provider") a political subdivision duly organized in accordance with the laws of the State of Texas, acting by and through its Board of Commissioners and Amy Adams, M.D., ("DEMA Medical Director") and pursuant to the Interlocal Cooperation Act, TEX. GOVT'T CODE ANN. §791.001 through §791.030. The County and the Provider may hereafter be referred to as a "Party" or collectively as the "Parties".

WHEREAS, member jurisdictions must, as required by statute or contractual obligation, provide first responder services within their jurisdiction;

WHEREAS, each jurisdiction gives FRO the responsibility for providing medical direction for that jurisdiction's first responders;

WHEREAS, FRO publishes its protocols, procedures, and policies in a document entitled the HART Program Guidelines, Procedures, and Policies (the "Protocols");

WHEREAS, DEMA Medical Director is responsible for, among other responsibilities, credentialing of personnel, establishing equipment requirements for first responder vehicles, and monitoring the quality of patient care provided within Provider's service area and FRO's service area; and

WHEREAS, Provider, Medical Director, DEMA Medical Director, and FRO desire to formalize an agreement to comply with 25 Tex. Admin. Code § 157.14, section (c), paragraph (1).

NOW, THEREFORE, the Provider, Medical Director, DEMA Medical Director, and the FRO agree with the terms and conditions-as follows:

I. LEVEL OF CERTIFICATION

1.1 Medical Director in agreement with DEMA's Medical Director recognizes the FRO as a Basic Life Support ("BLS") First Responder Organization. As such, the FRO is to meet all requirements listed in the FRO Protocols and is to provide BLS Services.

1.2 Any FRO personnel who are paramedics credentialed by the DEMA Medical Director may provide ALS level care upon arrival to the Provider. The Provider may follow the

paramedic's direction in the treatment of the patient while following the Provider's own protocols and direction.

1.3 The FRO will not perform any procedure beyond their level of certification.

II. PROTOCOLS AND MEDICAL EQUIPMENT

2.1 FRO is required to adhere to the FRO's Protocols and Policies attached hereto as Exhibit "A"& "B" which may be amended from time to time. Any amendment to the protocols must be provided to the Provider within ten (10) days of any changes.

2.2 FRO must equip first response apparatus with approved supplies and equipment as referenced in the FRO's Protocols. A minimum equipment inventory list is provided in Exhibit "A".

2.3 Agencies recognized by the Medical Director as ALS or BLS-level first responders must provide all medications approved in the Minimum Equipment List-in Exhibit "A".

2.4 FRO must also provide protective gear as required by the FRO's Protocols.

III. DAYS AND HOURS OF FRO OPERATION

3.1 FRO must provide emergency medical first responder services thirteen (13-) hours per day, seven (7) days per week to Provider.

3.2 In the event that such services described by this section might be interrupted or cease, the FRO must notify the Medical Director and Chief Executive Officer of the Provider as soon as possible, but no later than four (4) hours after such services are interrupted or ceased.

IV. PATIENT CARE REPORTING

4.1 The Provider, Medical Director, DEMA Medical Director, and FRO recognize that documentation of patient care is essential for effective communication and continuity of care.

4.2 FRO will submit updates upon request from the Provider. Exhibit "D" contains a copy of an example FRO Patient Care report that has been approved by the Medical Director. If adopted, it is agreed that the original will be retained by the FRO and a copy will be given to the Provider before the patient is transported to the hospital.

V. CONFIDENTIAL INFORMATION

5.1 For purposes of this Agreement, the term “Confidential Information” includes all such information that is by law so protected as well as the following:

a. information regarding the individually identifiable personal health information of Patients as described in the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), including, but not limited to identity, address, health plan or insurance status, medical history, diagnosis and treatment of Patients including those Patients with whom Director has physician-patient relationship, if so required by applicable law);

b. the records and proceedings of quality assurance, peer review or utilization review evaluations of the District;

c. information agreed to be held as confidential with entities with whom the Provider has contracted; and

d. any other information or material that the Provider designates as “Confidential Information” in writing, at the time it is given to the FRO and Medical Director.

5.2 The FRO shall not, during the term of this Agreement or at any time thereafter, directly or indirectly use, permit others to use, or disclose any Confidential Information except as necessary in the course of performing duties as an emergency service provider.

5.3 This Agreement imposes no obligation upon the FRO and DEMA Medical Director with respect to Confidential Information, unless otherwise protected by law, that:

a. was known to the FRO or DEMA Medical Director before its receipt from the Provider;

b. is or becomes available to the public without breach of this Agreement;

c. is received in good faith by the DEMA Medical Director from a third party who is not subject to an obligation of confidentiality;

d. is independently developed by the DEMA Medical Director without reference to information received hereunder; or

e. must be disclosed pursuant to a legal obligation beyond the control of the DEMA Medical Director, provided that the DEMA Medical Director shall promptly

notify Provider and allow Provider a reasonable time to oppose such process.

VI. PROVIDED ASSESSMENT OF CARE

DEMA Medical Director requires personnel of the Provider's service area to participate in quality assurance/improvement reporting and meetings. The FRO must adhere to the following protocols:

- a. Meet the requirements of the DEMA Medical Director's Protocols;
- b. Participate in committees as requested;
- c. Report QA findings requested; and
- d. Submit data to Provider registries, as requested.

VII. FRO RESPONSE CODE

7.1 The FRO agrees to respond to "Code 2" requests for service as required by the Provider's Emergency Medical Dispatch protocols and policies, FRO, DEMA Medical Director and Medical Director.

7.2 The FRO may adopt other response policies that may be necessary to assure the safety and well-being of their personnel and community. The DEMA Medical Director's approval of such policies foreseeably impacts responses to emergency medical situations.

VIII. ON SCENE CHAIN OF COMMAND

8.1 In addition to the FRO's standard operating procedures related to the chain of command, FRO personnel shall recognize the Provider's Ambulance Paramedics as in charge and as the highest ranking medically trained emergency medical services personnel on scene.

8.2 The Provider's Ambulance Paramedics are responsible for patient care and transport decisions in accordance with the Provider's protocols.

IX. CANCELLATION OF AMBULANCES

FRO will not cancel ambulance responses if dispatched in accordance with FRO's Protocols.

X. FIRST RESPONDER PERSONNEL ACCOMPANYING PATIENTS ON AMBULANCES

FRO will not accompany any patients in an ambulance. FRO will transfer care to the Provider if medical transport is required, as determined by the Provider.

XI. SPECIAL EVENTS

11.1 All patient care provided by the FRO is only authorized during 911 responses or pre-authorized Special Events (defined below). For any Special Event within the Provider's service area, in which the FRO is in attendance for the purpose of managing the health and safety of the attendees, and therefore could reasonably anticipate providing BLS coverage, the FRO must pre-register its attendance at the event with the Provider and/or Medical Director or his agent.

11.2 "Special Events" for the purpose of this Agreement are community events where the FRO is providing BLS coverage that specifically benefits the Provider's community. Examples of these types of events include, but are not limited to community fairs, gatherings, and/or festivals. Special Events should be intermittent in nature and timing and are not events that continue on a permanent or seasonal basis.

11.3 This Agreement is in no way intended to prevent the FRO from charging for services. The FRO may charge a fee for providing BLS services for a Special Event commensurate with FRO's cost of providing such services.

11.4 Any emergency medical activities other than those described by or outlined in this Agreement are not authorized by the Medical Director.

IN WITNESS WHEREOF, this Agreement is executed by their duly authorized representatives, all as of the Effective Date.

DEMA CONSULTING & MANAGEMENT

By:

Date

JERSEY VILLAGE FIRE DEPARTMENT


By:

Date

Chief, Jersey Village FD

MEDICAL DIRECTOR, JERSEY VILLAGE FD

By:


DIANA FITE, M.D.

Date

5/21/2024

MEDICAL DIRECTOR, DEMA

By:

Amy Adams, M.D.


Date

DEMA RN

By:

Michelle Patino-R.N., CEO/Owner

Date

<p>Policies and Procedures</p> <p>Policy Title: HART Clinical Medical Guidelines</p>	
<p>Effective Date: 11/16/2022</p>	<p>Approved by: Dr. Amy Adams Michelle Patino RN</p>

Purpose:

The purpose of this policy is to provide medical clinical guidelines in assessing and treating the clients we serve with the HART response team. This policy is to also provide guidelines regarding documentation and EMS hand offs aka reports.

Policy:

All protocols, standards of care, and guidelines have been reviewed by the company's Director of Operations, the Clinical Director, and the Medical Director thoroughly prior to final approval. The HART Clinical Medical Guidelines are proven standards of practices following a BLS standard of care and align with the ongoing mission of HART to always provide the absolute best service, care, client experience, and outcome as possible. Changes may be made as needed to ensure they adhere to current practices and standards of care. Any changes will be distributed and all staff will be trained prior to implementation. All staff will have annual refresher training approved by the Medical Director.

- **Delegation of Medical Practice**

- Only Texas Department of State Health Services (DSHS) certified or licensed First Responders employed by DEMA Consulting & Management, a Texas DSHS registered First Responder Organization (FRO), may utilize these protocols.
- HART PROGRAM recognizes the following state licensing levels for prehospital care providers that fall under the medical direction by employment or official association via contract/memorandum of understanding (i.e. Fire Department responders, etc.):
 - Emergency Care Attendant/ Emergency Medical Responder
 - Emergency Medical Technician (EMT-Basic)
 - Advanced EMT (AEMT/EMT-Intermediate)
 - Paramedic (EMT-Paramedic) or Licensed Paramedic (LP)
- Each level of licensure is only valid when in good standing with the Texas

Department of State Health Services and is not expired. Expired license requires immediate cessation of all duties and activities as a medical care provider and notification to the Director of Operations immediately.

Procedure:

All protocols outlined in the following documents attached to this policy and titled “**HART Clinical Medical Guidelines**” will be adhered to as written. A primary assessment will be performed and documented by the EMT on every client encounter. In general, the guidelines are combined with adult and pediatric sections. It is impossible to outline treatment sequences for every situation: therefore, in addition to these guidelines the clinician should use good sound judgment and best practices when assessing and treating the client appropriately within a BLS scope of care. HART clinicians must always call for an EMS unit everytime any medical procedure or protocol is performed outside the initial vital signs and blood glucose analysis.

Responsibilities:

1. It is the sole responsibility of every clinician to know, understand, follow, and uphold the protocols, standing orders, and guidelines outlined in the “**HART Clinical Medical Guidelines**”. If at any time for any reason further clarification is needed it is the clinician’s responsibility to seek additional training and/or clarification from the Clinical Director.
2. It is the Hart staff’s responsibility to be prepared for every call, operate the responding vehicle, on scene evaluation/safety, client access, primary assessment, appropriate medical care if needed, emotional support, and good communication to promote continuity of care.
3. It is imperative that client privacy/confidentiality is maintained. Hipaa is to be maintained at all times as well as upholding all medical/legal standards.
4. All HART staff are mandated reporters and are obligated by law to report cases of suspected abuse or neglect to the receiving healthcare facility, law enforcement and either Adult or Child Protective Services.
 - Texas Abuse Hotline 1-800-252-5400 for reporting suspected cases of adult or child abuse/neglect.
 - Human Trafficking Hotline 1-888-373-7888 for reporting suspected human trafficking.

Scope of Medical care:

The overall scope of practice of all HART medically trained staff is to do a rapid primary assessment to determine if the individual is medically stable. If, and only if, a medical emergency should arise while on scene should a secondary advanced assessment and/or interventions be performed within a BLS capacity. All medical emergencies should call immediately for an EMS primary transporting agency to co-respond immediately. The

HART staff is to attempt to medically stabilize the patient utilizing the guidelines and protocols outlined within the “**HART Clinical Medical Guidelines**” until the EMS transporting agency arrives on scene in which the Primary Paramedic from that agency then becomes the primary incident command for that patient and transfer of care is accomplished. At which time the responsibility of the HART staff is to assist the Primary EMS responders as needed and requested within their scope of practice in a BLS only capacity and not outside the HART clinical medical guidelines.

As a physician licensed in the State of Texas and as the Medical Director for DEMA Consulting & Management, I authorize this policy and all following treatment guidelines.

Amy Adams

Amy Adams (May 15, 2023 20:23 PDT)

Amy Adams, MD

May 15, 2023

Date

HART CLINICAL MEDICAL GUIDELINES



Consulting & Management

REGISTERED FIRST RESPONDER ORGANIZATION
10/25/2022

LICENSE # 801032

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HART Clinical Medical Guidelines



SECTION ONE: General Information

1. Delegation of Medical Practice

- Only Texas Department of State Health Services (DSHS) certified or licensed First Responders employed by DEMA Consulting & Management, a Texas DSHS registered First Responder Organization (FRO) may utilize these protocols.

HART PROGRAM recognizes the following state licensing levels for prehospital care providers that fall under the medical direction by employment or official association via contract/memorandum of understanding (i.e. Fire Department Responders, etc.).

- Emergency Care Attendant/ Emergency Medical Responder
- Emergency Medical Technician (EMT-Basic)
- Advanced EMT (AEMT/EMT-Intermediate)
- Paramedic (EMT-Paramedic) or Licensed Paramedic (LP)

Each level of licensure is only valid when in good standing with the Texas Department of State Health Services and is not expired. Expired license requires immediate cessation of all duties and activities as a medical care provider and notification to the Director of Operations immediately.

The HART Program Credentialing:

- HART PROGRAM utilizes an internal credentialing process.

2. On Scene Chain of Command, Response Code, EMS Provider interaction Guidelines

- It is imperative that once an EMS unit arrives per the affiliation agreement all HART staff shall recognize the EMS Provider's Ambulance In-Charge Paramedic as the highest ranking medically trained emergency medical personnel on scene. This does not pertain to mental health calls or any other call code that is not an emergent medical condition and a EMS is not requested as a co-response.
- The HART team will solely respond "Code 2" non-emergent to request for services.
- HART staff will never accompany any patient in an ambulance at any time

or for any reason. HART staff will transfer care to the EMS Provider if medical transport is required.

- The HART Team will not cancel ambulance response if dispatched in accordance with HART medical protocols.
- HART EMT staff will complete an FRO handoff sheet and provide it to the EMS Provider on scene. A digital copy is to be created prior to providing it to the on scene EMS provider.

2. General Patient Care:

- A. Arrive on scene and determine the appropriate response, and consider the need for additional resources if needed.
- B. Don the appropriate Body Substance Isolation (BSI) & Personal Protective Equipment if deemed necessary.
- C. For assessment and treatment, utilize the following guideline:

- A patient is considered a NEONATE from Gestational birth date to 28 days.
- A patient is considered an INFANT if they are > 1mo – < 1 year of age.
- A patient is considered to be a PEDIATRIC if they are between 1-13 years of age.
- A patient is considered to be an ADULT PATIENT if they are >13 years of age.

3. Scope of Practice:

Emergency Care Attendant/ Emergency Medical Responder

1. Patient Assessment/ Physical Survey
2. CPR
3. Oxygen Administration
4. AED
5. Bandaging and Splinting/Tourniquet
6. Glucometer- Blood Glucose
7. Oral Glucose
8. Aspirin PO administration
9. Narcan Intranasal administration



HART Clinical Medical Guidelines



EMT - All Levels

All the above skills with the additions below:

1. Nasopharyngeal/Oral airway/i-gel
2. C-Collar/Spinal Immobilization
3. IM Epinephrine injection(see protocol)
4. Assist patient with own Nitroglycerin(see protocol)
5. TASER barb removal

4. Standing Orders:

- Standing orders may only be utilized after a full initial assessment has been performed and completed and where there are clear clinical indications present to initiate the standing orders.
- Standing orders are approved and authorized by the Medical Director and require no direct medical control for implementation.

5. Transfer of Care:

- DEMA Consulting & Management, as a Texas Registered FRO in Harris County,TX functions in a tiered EMS First Responder role. The HART Team functions within a close relationship with all Harris County Emergency Medical Service transporting agencies. It is imperative for an accurate and organized transition of care to the transporting EMS providing unit takes place to ensure the best possible patient care.
- HART staff provider transfer of care guidelines:
 - A. Provide the incoming EMS prodigy unit an accurate report that includes your scene size up, assessment, any treatments rendered, patient history, any preceding events prior(if known), and any bystander or family pertinent information.
 - B. Be sure to explain to the patient that another EMS agency and personnel will be arriving on scene and a transition of care will take place.
 - C. Give the verbal repost and written documentation to the arriving paramedic crew assuming care.
 - D. Assist in care as requested by the Paramedic or the EMS response team member in charge.

6. Physician on Scene:

The medical direction of pre-hospital care at the scene of an emergency is the



HART Clinical Medical Guidelines



responsibility of those most appropriately trained in providing such care. All care should be provided within the rules and regulations of the state of Texas

Purpose

Identify a chain of command to allow field personnel to adequately care for the patient. Assure the patient receives the maximum benefit from pre-hospital care. Minimize liability of the HART PROGRAM as well as any on-scene physician.

Procedure

For this policy, a physician may be considered “on the scene” according to the below instances and therefore able to take medical-legal responsibility for the patient and therefore issue orders. Orders received from an authorized (as determined by this policy) physician may be followed, even if they conflict with existing local protocols and are appropriate. Under no circumstances shall HART personnel perform procedures or give medications that are outside their scope of practice and/or credentials. HART personnel may aid and assist the physician.

Non-Medical Control Physician

- When a non-medical-control physician offers aid to HART PROGRAM or a patient is being attended to by a physician with whom they DO NOT have an ongoing patient relationship, HART PROGRAM personnel must identify the physician’s name, phone number, area of specialty/practice and sign the “physician on scene” acceptance of responsibility in PCR.

Attending Physician

- When a patient is being attended to by a physician with whom they have an ongoing patient-provider relationship (i.e. doctor’s office), HART personnel may follow orders given by and/or sustain treatments the physician has initiated. HART personnel must identify the physician’s name, phone number, area of specialty/practice and sign the “physician on scene” acceptance of responsibility in PCR only. Under no circumstances shall HART personnel perform procedures or give medications that are outside their scope of practice and/or credentials. HART personnel may aid and assist the physician.

7. General Therapies:

The following procedures, therapies, and medications are authorized above and beyond the specific protocols for use at the HART staff clinician’s discretion and scope of practice.

Diagnostic Procedures

- Blood Glucose Analysis – Must be obtained on all patients contacts.
- Blood Pressure – Must be obtained on all patient contacts, with a minimum of one reading obtained manually.
- SpO2 – Must be obtained on all patient contacts
- Temperature – Must be obtained on all patient contacts. Temporal temperatures are acceptable unless the temperature is not within normal limits then an oral temperature will be obtained. Measuring core body temperature is necessary to understand the effect of environmental conditions on the body. The appropriate method of obtaining a core body temperature is by oral and rectal (most accurate). Only oral temperatures will be performed out in the open on scene.

Therapeutic Procedures-

- Advanced Airway – May be placed if there is a need for a patent airway or positive pressure ventilations. Initial Airway Management of a cardiac or respiratory arrest patient is an i-gel.

Medication Administration –

- The attending HART clinician should consider all medication options; the order of administration and necessity
- is discretionary unless specified in the protocol. Ideal body weight and total body weight dosing should be utilized where appropriate.
- Adult dosing should be used for any patient over 13 years of age. In the event the pediatric weight-based dosing for medication is equal to or greater than the adult dose, then the adult dosing should be used.
- Oxygen (O2) Therapy – This may be administered via the most appropriate method to patients with SpO2 < 94% or any signs of dyspnea.

8. Consent/ Refusal of Care:

- Once we have begun collecting information regarding a patient encounter, it is important to take every precaution to protect patient confidentiality. While HIPAA issues are to be considered, we also have ethical obligations to protect a patient's confidential information. This applies not only to the sharing of written information but also requires us to monitor our speech so as not to inadvertently share patient information in casual conversation. Formal communication in essence of educational purposes, after call reviews and incident reporting to superiors is acceptable. Patients of legal age, with intact cognitive function, retain the right to accept or refuse medical care; even if the consequences of the refusal of care may potentially be harmful for the patient. In the event a patient attempts to refuse medical care, it is important to recall that we should:
 - Be courteous and professional
 - Offer treatment without some (or all) of the recommended treatment(s) if that is what the patient will allow (document

discussion that leads to the elected course of treatment, obtain refusal documentation including patient signature).

- Clearly advise the patient of the possible complications of their decision. **not just general concepts
- Advise the patient to call back if they subsequently desire treatment and transport
- Accurately document all components of the patient encounter.

Types of Consent

- Expressed/informed consent: Most patients HART Team is called to will fall under this. Expressed consent is presented in 2 ways:
 - 1. The clinician requests the opportunity to assess, treat and transport the patient.
 - 2. The clinician inherently initiates assessment, treatment, and transport and the abled-informed patient does not express wishes otherwise.
- Implied consent: Situations exist where the patient is either unconscious requiring life sustaining interventions or the patient is in an altered/impaired cognitive state (i.e. drugs, ETOH, Alzheimer's). Under the doctrine of implied consent, in these situations the patient does not have the right to refuse and is treated based on the assumption that a "normal" person would consent to treatment. Ensure that adequate assessment of the patient, scene, and situation is conducted before determining adequate or inadequate cognitive state.
- Involuntary Consent: Situations where it has been lawfully determined by an empowered representative of the state (i.e. Judge, Law Enforcement Officer, EMS) that a person be treated and transported without the right to refuse. This includes, but not limited to;
 - Threat to themselves or others: may be initiated by EMS and LE must be advised.
 - Court ordered / Subject In Custody: Initiated by LE and must be accompanied by LE or other LE official
 - Lawful representative of the state dictates reasonable cause for issuance of involuntary consent: must be accompanied by LE or other LE official.

Refusal of the Informed Patient

- Situations exist that HART Team will be called to a scene where the patient does not wish to be treated or transported. It is acceptable that these patients wish to refuse when the HART team conducts an appropriate refusal. Use the below guidelines to ensure a professional, appropriate refusal of the informed patient. Before the medic engages the patient in discussion of refusal, the

clinician must first complete a full assessment of the patient, scene and situation. The patient may initiate this conversation, but it is the clinician's responsibility to put the discussion about the refusal off until properly prepared to discuss with the patient.

- Patient does not wish to be treated:
- All attempts need to be made to ensure the patient has been FULLY assessed before making any determination. The patient cannot make an informed decision until all diagnostic data has been collected and the clinician presents the findings objectively to the patient.
- Once the patient is properly assessed (with respect to the patient's right to refuse assessment), then the clinician will objectively present the findings and include "worst and best case scenario" based on realistic differential diagnosis. This approach provides the patient good and medical professional reasoning to the risks and why treatment and transport is recommended. This should also include friends, family, etc. when appropriate and not counterproductive.
- HART staff must ensure the patient has been offered treatment and transport.
- If the patient continues to refuse, discussion about alternatives in seeking medical attention should be discussed. These include, but not limited to: CIT, Community Paramedicine, free standing ER's, Health Clinic's, family physician and specialty physician.
- If the patient continues to refuse, then a final recap of the situation and efforts to encourage the patient to treatment and transport should be made before having the patient/guardian sign the refusal
 - A patient has the right to refuse treatment if the following factors are NOT present:
 - A. Impaired capacity to understand the emergent nature of their medical condition due to, but not limited to, alcohol, drugs or medications, mental illness, traumatic injury or grave disability
 - B. Legal minority

9. Personal Protective Equipment

Since the beginning of the COVID19 pandemic and the issuance of Emergency Protocols for the care of those patients confirmed or suspected of the virus , equipment (PPE) has been recommended . Based on the known threat of community spread and the manner in which the virus is transmitted the following PPE is required regardless of the patient's presentation and complaint at a minimum level for all client encounters indoors.



HART Clinical Medical Guidelines



1. The following is the minimum level of personal protective equipment for all encounters indoors:
 - A simple face mask and disposable gloves.
2. PPE must remain in place and be worn correctly for the duration of work in potentially contaminated areas. PPE should not be adjusted (e.g., retying gown, adjusting N95 mask/facemask) during patient care. PPE must be removed slowly and deliberately in a sequence that prevents self-contamination.
3. PPE Guidelines:
 - HART Staff will follow all recommendations from the CDC in regards to PPE Donning and Doffing.
 - All staff will be signed off for competency at time of orientation along with test fitting for N95's.
 - No cloth masks may be worn at any time during a work shift
 - All staff will be trained on donning and doffing PPE following the CDC guidelines.
4. Based on the current recommendations from the CDC if the HART team responds to any symptomatic individual for Covid 19, a person under investigation (PUI) for Covid 19, or an individual who is Covid 19(+) the following steps will be taken:
 - A. All HART staff should use a gown, gloves, eye protection, and airborne respiratory protection (fit-tested N-95 level.)
 - B. DON PPE per guidelines prior to any interaction with the client.
 - C. Ask the client to wear a mask. Place a mask on the patient if unable to do so themselves.
 - D. Doff PPE in an appropriate area to prevent secondary contamination, following the proper sequence guidelines and dispose of the PPE in a red biohazard bag.
5. Aerosol-generating procedures Aerosol-generating procedures include:
 - CPR
 - Bag valve mask (BVM) ventilation
 - Oropharyngeal suctioning

SECTION TWO: Assessments

A. Initial Primary Patient Assessment

- Assess the scene and identify and correct any obvious immediate life threats. A patient should always be removed from a potentially dangerous situation.
- Once the scene is safe, perform an assessment.
- 1. General impression
 - Utilizing quick assessment skills formulate a general impression to determine the priority of care and additional resources that may be needed along with the chief complaint.
 - Assess for a life threatening condition. If so, treat immediately.
- 2. Assess mental status
 - A-Alert
 - V-Verbal stimulus with response
 - P-Painful stimulus with response
 - U-Unresponsive - no gag or cough
- 3. Assess patients airway status
 - A. Responsive Patient - talking, crying, coughing
 - If yes, assess if breathing is adequate
 - If no, open airway using either the head-tilt-chin-lift technique or the jaw thrust maneuver
 - B. Unresponsive Patient - Is the airway open? If not open the airway
 - Is it clear? If no attempt to clear if possible. Do not perform blind sweeps. Suction as needed.
- 4. Assess breathing
 - A. Adequate - maintain a pulse ox $\geq 94\%$
 - B. Respiratory distress - administer Oxygen to maintain and a pulse ox $\geq 94\%$
 - C. If the patient's ventilations are not adequate, assist with 100% oxygen using Bag-Valve-Mask (BVM) first then follow airway management protocol.
 - Normal ventilatory rates:
 - INFANT ($> 1\text{mo} - < 1$): 20-30 breaths/min
 - PEDIATRIC (between 1-13 years of age): 16-20 breaths/min
 - ADULT PATIENT (> 13 years of age): 8-12 breaths/min.
- 5. Circulation
 - A. Assess color and capillary refill
 - B. Assess pulse (rate, rhythm, quality)
 - C. If the pulse is absent see cardiac arrest BLS protocol
 - D. Assess blood pressure

- Perform a least one(1) manual blood pressure minimum
- Perform repeat manual blood pressure if any discrepancy from NIBP obtained and repeat blood pressure q 5 minutes in any patient with toxic vital signs.

E. Assess skin (color, temperature, and condition)

F. History

1. Patient that is responsive: Assess signs and symptoms and/or chief complaint and gather pertinent medical history
Onset, Provocation, Quality, Radiation, Severity, Time(O-P-Q-R-S-T)
2. Chief complaint
3. History of current complaint
4. Past medical history
5. Medications
6. Allergies
7. Patients that are unresponsive attempt to gather information from bystanders and family if possible

B. Neurological Assessment

Initial careful assessment of any suspected head injury or neurologic illness for any changes in neurological status is imperative in the field and provides the basis for monitoring sequential changes. It is imperative that the first responder accurately observe and record the neurologic assessment.

1. Obtain vital signs - particularly observe respirations for frequency and depth and any irregularities
2. Obtain Blood Glucose
3. Glasgow Coma Scale
4. Eyes - direction of gaze if any and the size and reactivity of pupils
5. Observe for any changes in all four limbs movement
6. Assess for any changes in sensation
7. Perform a B.E.F.A.S.T assessment or RACE

Balance - Eyes - Facial Droop - Arm Weakness - Speech - Time

Balance	Does the person have sudden onset loss of balance, difficulty ambulating, and/or lack of coordination?
Eyes	Has the person had a sudden change of vision in one or both eyes?
Facial Droop	Does the person's face appear uneven?
Arm Weakness	Ask the patient to close both eyes and extend both arms out straight, palms up, for 10 seconds. If both arms move the same or do not move, the test is normal. If one arm drifts downwards, the test is abnormal. Patients with arm weakness will tend to pronate (turn palms sideways or down).
Speech Abnormalities	Have the patient say, "They heard him speak on the radio last night". If the patient speaks without slurring, the test is normal. If the patient slurs words or is unable to speak, the test is abnormal.
Time	When did the symptoms first begin and/or when was the patient last seen normal.

Rapid Arterial Occlusion Evaluation Scale

Facial Palsy	Ask patient to smile	Absent = 0 Mild = 1 Moderate to severe =2
Arm Motor Function	Extend patient's arm 90 degrees if sitting; 45 degrees if supine	Absent = 0 Mild = 1 Moderate to severe =2
Leg Motor Function	Extend patient's leg 30 degrees in supine position	Absent = 0 Mild = 1 Moderate to severe =2
Head and Gaze deviation	Observe for any deviation to one side	Absent = 0 Mild = 1 Moderate to severe =2
Aphasia	Ask patient to close eyes and make a fist	Absent = 0 Mild = 1 Moderate to severe =2
Agnosia	Ask patient to recognize familiar objects	Absent = 0 Mild = 1 Moderate to severe =2

If any one of these tests is abnormal and is a new finding, this is an indication of a possible CVA or Stroke. Call for EMS immediately.

C. Secondary Assessment - if indicated prior to EMS arrival

- Focused Assessment
- Reconsider Mechanism of Injury (MOI) and Nature of Illness (NOI)
- Assess for Toxic Vital Signs (V/S)
- Lung Sounds
- Pupil response
- Perform a detailed physical head-to-toe exam and document all findings.
- Visualize, Inspect, Palpate, Percuss
 - Head ▪ Neck ▪ Throat ▪ Chest ▪ Abdomen ▪ Pelvis ▪ Extremities ▪ Back

D. Scene Arrival and Size Up

- a. Assess and evaluate scene safety.
- b. Use standard/universal precautions. Don the appropriate Body Substance Isolation (BSI) and PPE.
- c. Determine the number of patients.
- d. Determine nature of illness/mechanism of injury.

- e. Consider the need for additional resources.
- f. If the scene is unsafe, make it safe if possible, otherwise do not enter.
- g. If at any time HART staff initiates CPR, in addition to a request via dispatch for EMS to respond, a HART Supervisor is to be contacted and requested to the scene.

E. Vital Signs

Vital signs including blood pressure, pulse, respirations, temperature should be assessed on every encounter. Vitals should be repeated every 5 minutes for critical patients.

- Abnormal Vitals Signs and Emergent, Toxic Vital Signs

Abnormal and Emergent Vital Signs

SPO2 < 92% FOR ALL AGE GROUPS

AGE	PULSE	RR	SBP
<2m	180	50	60
2m-2y	160	40	70
2y-7y	140	20	90
>8y	120	20	90

TOXIC VITAL SIGNS

- Heart rate ≤ 50 or ≥ 120 BPM
- Oxygen saturation $\leq 90\%$ requiring supplemental oxygenation and or suspected respiratory viral etiology
- Patients who are on home oxygen who have an increased oxygen requirement > baseline to maintain O2 sat $\geq 94\%$
- Suspected COVID with O2 sat $\leq 93\%$ on room air
- Systolic Blood Pressure ≤ 90 mmHg
- Systolic Blood Pressure ≥ 220 mmHg
- BGL < 80 mg/dL (after oral glucose administration) or > 400 mg/dL

SECTION THREE: Medical Protocols and Therapies

I. Cardiac Arrest Management - Basic Life Support

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Adult:

Initial Management:

1. Scene Safety is always #1
2. Follow the American Heart Association Algorithm below
3. During the resuscitation, attempt to limit any pause to 3 seconds or less.
4. Chest compressions should be 2+ inches in depth.
5. Allow for full recoil.
6. Switch compressors every 2 minutes

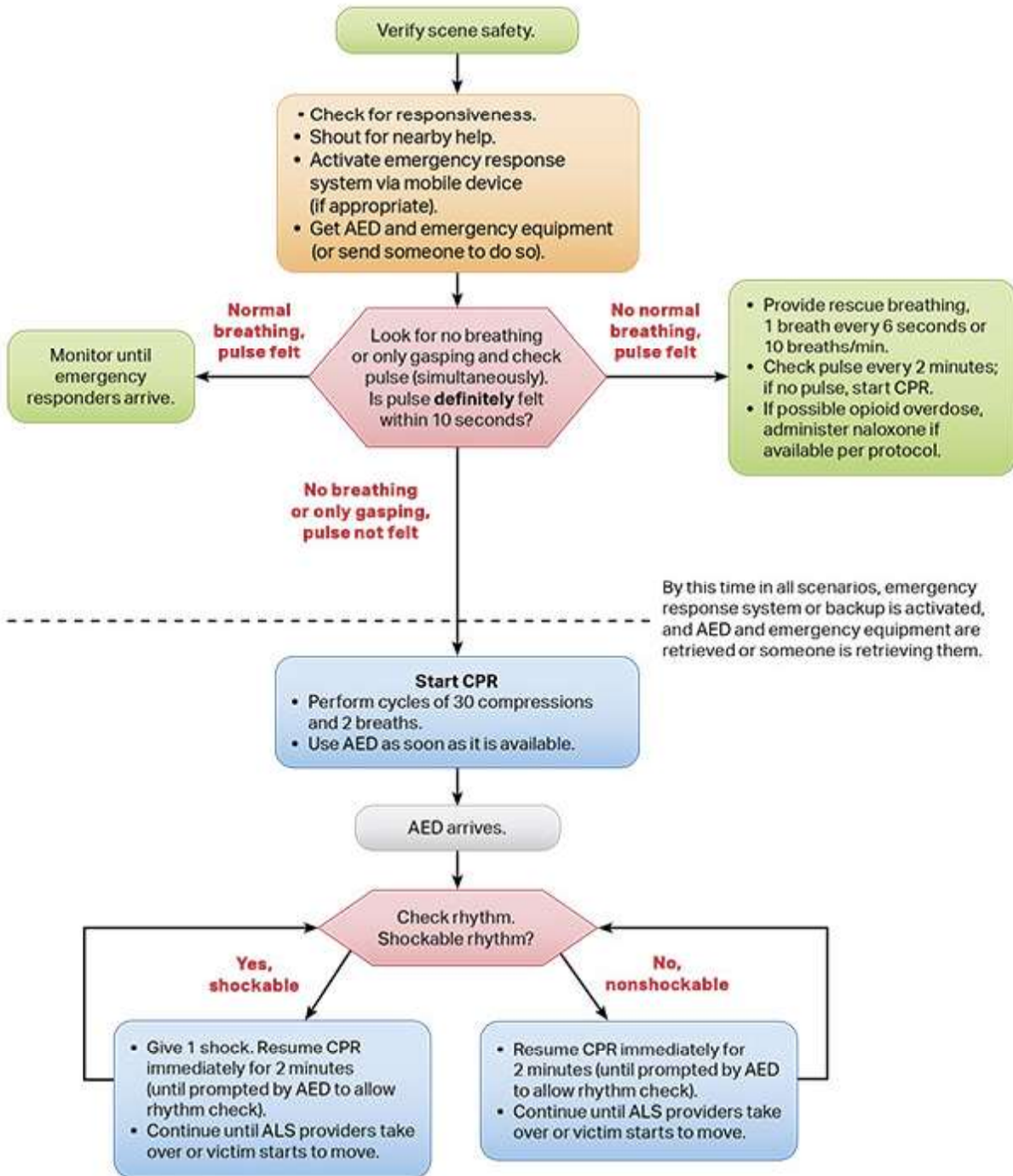
Defibrillation should be attempted as soon as possible during the resuscitation.

1. High performance CPR begins immediately
2. AED should be attached during compressions.
3. Follow the directions from the AED
 - If shock indicated, continue compression during the charge of the AED
 - Off-the-chest time should only occur during the actual defibrillation
 - Hover hands over chest during shock administration and be ready to compress as soon as the shock was delivered
 - Be sure “**clear**” is called loud and all staff are not touching the patient before the AED is defibrillated.

Airway Management:

1. If only 2 rescuers are on scene, place a NRB mask with high flow O₂ on the patient for passive oxygenation until a third rescuer arrives
2. Two-handed, two thumbs on BVM is essential for maintaining a good BLS airway
3. Choice of adjuncts, including nasal and oral airways should be based on the specific needs of the patient
4. Change to normal adult size BVM for patients with ROSC
5. I-gel airway for adult patients in cardiac arrest when other noninvasive maneuvers are unsuccessful

Adult Basic Life Support Algorithm for Healthcare Providers



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Pediatric (less than 14 years of age)

Initial management:

1. Chest compressions should be $\frac{1}{3}$ to $\frac{1}{2}$ depth of chest.
 - Child – 1 or 2 hands
 - Infant – 2 fingers
2. During the resuscitation attempt to limit any pause to 3 seconds or less.
3. Allow for full recoil of the chest.
4. Switch compressors every 2 minutes.
5. Follow the AHA pediatric arrest algorithm below.

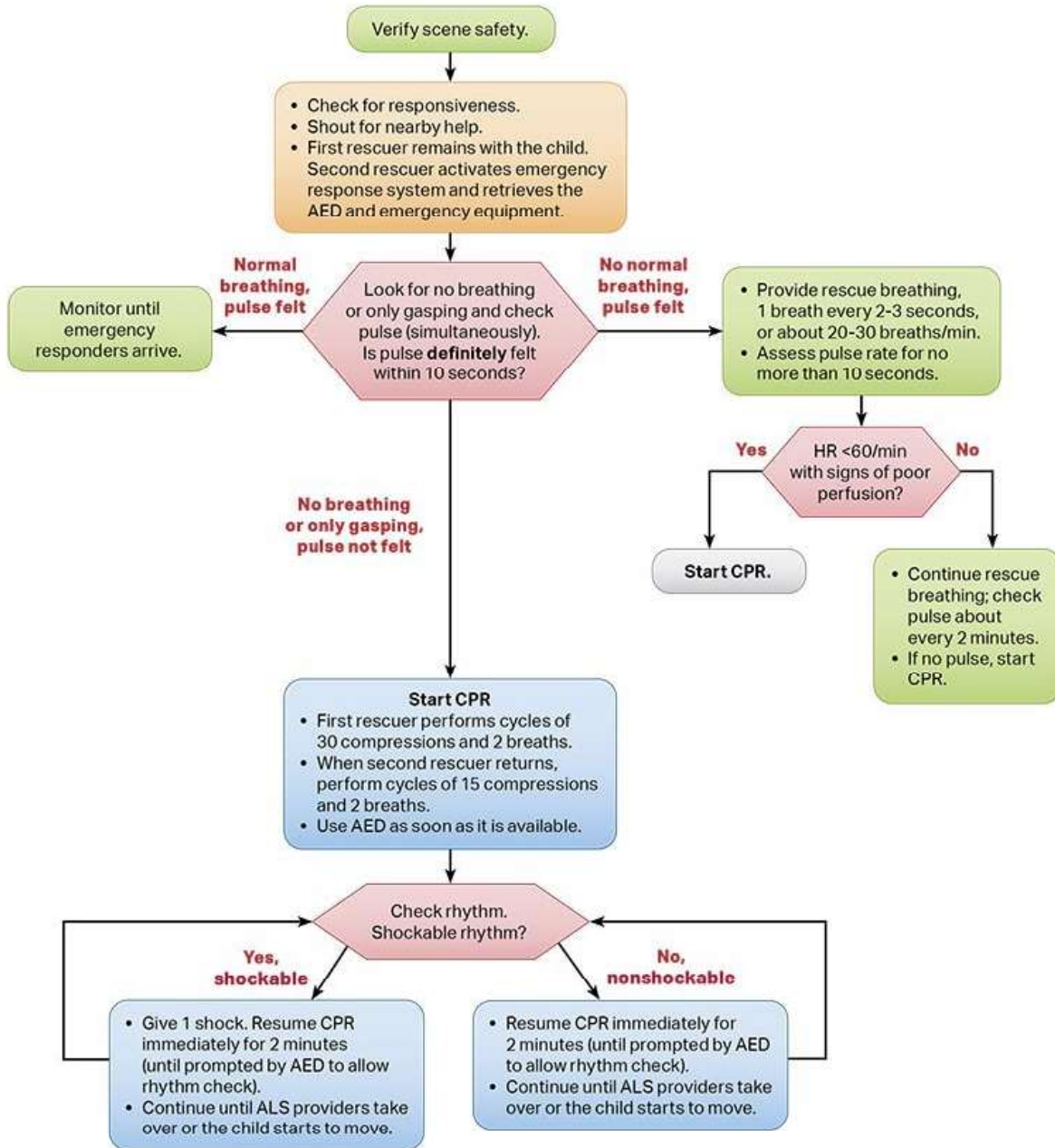
Defibrillation should be attempted as soon as possible during the resuscitation.

1. High performance CPR begins immediately once there is an absence of a radial/carotid pulse or no definite pulse.
2. AED should be attached during compressions.
 - If shock indicated, compress the chest 30 times during the charge of the AED.
 - Follow the voice prompts of AED to deliver defibrillation. Call **"CLEAR"** and keep providers clear of the patient prior to delivering shock.
 - If no defibrillation is indicated, continue CPR
 - Off-the-chest time should only occur during the actual defibrillation.
 - Hover hands over chest during shock administration and be ready to compress as soon as shock is delivered

Airway Management:

1. If only 2 rescuers are on scene, place a NRB mask with high flow O₂ on the patient for passive oxygenation until a third rescuer arrives.
2. Two-handed, two thumbs on BVM is essential for maintaining a good seal.
3. Choice of adjuncts, including nasal and oral airways should be based on the specific needs of the patient. I-gel is the preferred method for airway management.
4. Small tidal volume ventilations (approximately 100ml) should be administered on the upstroke of every 10th compression. Follow the 2 responder BLS algorithm.

Pediatric Basic Life Support Algorithm for Healthcare Providers—2 or More Rescuers



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HART Clinical Medical Guidelines



Special Considerations

1. Timekeeping is important:
 - a. A team leader should be identified at the beginning of the resuscitation attempt.
 - b. Cardiac arrest management should be handled in a sequential and orderly fashion, with all job tasks clearly identified and delegated to resuscitation team members.
 - c. It is always best for the person at the head to lead the CPR team.
 - d. Overall scene management should be coordinated and supervised using the precepts of the Incident Command System.
 - e. Continuous compressions and defibrillation take precedent over ventilation, vascular access, and medications.
 - f. Defibrillate per AED instructions.
 - g. Always clear the patient prior to defibrillation.
 - h. Remember, do not stop chest compressions for ventilation, charging of manual defibrillators or ALS procedures.
 - i. Call for a HART Supervisor to the scene.

Post Arrest Management:

Should focus on stabilizing the patient's life threats and transport.

- j. Ventilate the patient with 10 breaths per minute to achieve an O₂ sat of $\geq 92\%$ - 98%.
- k. No hyperventilation or hyper-oxygenation.

II. Return of Spontaneous Circulation (ROSC)

A return of spontaneous circulation is typically marked by a sudden increase in End Tidal CO₂ (EtCO₂), a palpable pulse, a change in EKG rhythm, and may also be accompanied by signs of neurological function.

Interventions

- Assess the following:
- Airway – Controlled effectively
- Breathing – Evaluate lungs sounds, ventilatory rate, and tidal volume appropriate to the patient.
- Circulation – Pulse should be palpated and compared to monitor - Confirmed by the second provider and SPO₂ monitoring.
- Blood Pressure – Initial manual blood pressure measurement.
- Neurological Assessment – Evaluate for immediate improving level of responsiveness.

Available Treatment Options

- Oxygenation – Titrate oxygen saturation to $\geq 92\%$ - 98%.
- Airway Management - If an I-gel airway is not effectively controlling the airway, remove the i-gel airway and consider basic airway adjuncts and 2-provider BVM technique to improve the patient's oxygenation and ventilation
- See other protocols/procedures as appropriate to patient presentation.

III. Chest Pain

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

1. Initial Therapy: Refer to Patient Assessment Section
2. Beware of anginal equivalent symptoms such as nausea, indigestion, back pain, diaphoresis, dyspnea, etc.
3. If new onset of chest pain (within the last 24 hours) then may administer Aspirin 324 mg PO - Administer 4x 81 mg baby aspirin chewable. Do not administer if patient has had any GI bleeding in the past 24 hours.
4. If suspected chest pain and SPB ≥ 100 may assist patient with their own Nitroglycerin 0.4mg SL following all prescription directions
5. For nausea, refer to the Nausea/Vomiting protocol

IV. Bradycardia-(Symptomatic)

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Heart Rate Less than 50 BPM

- Bradycardia in the adult can range from multiple underlying conditions such as MI, ineffective automaticity of the primary pacemaker(s) of the heart, hypoxia, and congenital etiology. Patients with symptomatic bradycardia may present with the following signs and symptoms: shortness of breath, weakness, syncope, hypotension, chest pain, diaphoresis, positive orthostatic V/S, and altered mentation.
- Asymptomatic Bradycardia should be monitored closely, but treatment may not be required
- Support ABCs,
- Consider Toxic and Emergent Vital Signs

Considerations

- Any patient who presents with a complaint/symptom associated with bradycardia should be considered for treatment
- Bradycardic patients may also be normotensive. This should not dismiss the

lack of adequate cardiac output (SV x HR) over time and should be treated if symptomatic despite being normotensive

In some pediatric situations, chest compressions for bradycardia are necessary. If the heart rate is below 60 bpm and the child (between birth - 8 y/o) shows signs of poor systemic perfusion after oxygenation and assisted ventilation.

V. Tachycardia (Symptomatic)

Heart Rate greater than ≥ 100 BPM

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

- Tachycardia in adults radio for EMS co-response for any heart rate that is greater than ≥ 120 BPM and/or is irregular and/or presents with accompanying symptoms including Altered Mental Status
- Support ABCs
- Consider Toxic or Emergent Vital Signs

VI. Respiratory Distress (mild & moderate)

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Mild: Shortness of Breath, wheezes, cough, tachypnea, increased respiratory effort, decreased air movement, normal O2 sats $\geq 94\%$

Moderate: O2 sats 90%-94%, accessory muscle use/retractions, difficulty finishing sentences

1. Conscious patient able to speak:
 - a. Offer assurance, do not intervene, encourage coughing.
 - b. Consider oxygen administration as indicated
 - c. Frequent gentle suctioning as indicated to control secretions
2. If a patient is unconscious or becomes unconscious, begin the BLS CPR algorithm a. If an object is seen, remove the object and reassess. Do not perform a blind sweep.
3. If unable to maintain airway for ventilation consider advanced airway.

Consider Airway Obstruction

Adult

1. Conscious patient unable to speak
 - A. Administer continuous abdominal thrusts until foreign object is expelled, air movement is restored, or the patient becomes unconscious.
2. Unconscious or becomes unconscious patient: if unable to maintain an airway or ventilate after two (2) attempts with BLS maneuver; attempt i-gel.

Pediatric

1. Infant < 1 year old:
 - A. Place infant in a head down position supporting head
 - B. Administer 5 blows to the back between the shoulder blades and then 5 thrusts to the chest over the bottom half of breast bone continuously until the object is expelled, air movement is restored, or the patient becomes unconscious.
2. Child > 1 year old - refer to adult treatment

VII. Respiratory Distress (Severe)

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

1. Conduct scene size-up, primary assessment, & immediate life-saving interventions. Have an airway adjunct, ventilation & suction devices nearby & ready.
 - Promptly administer oxygen as tolerated by the patient and, if available, titrate with pulse oximetry to 94% - 98% SpO₂
 - Place the patient in a position of comfort (preferably seated in fowler's position)
 - Obtain baseline vital signs, SAMPLE history, & conduct a secondary assessment attentive to respiratory fatigue, failure, or arrest
2. Use bag-valve mask (BVM) ventilation in the setting of respiratory failure or arrest. Two-person, two-thumbs-up BVM ventilation is more effective than one-person technique and should be used when additional providers are available
3. Oropharyngeal airways (OPA) and nasopharyngeal airways (NPA) - Consider the addition of an OPA and/or NPA to make BVM ventilation more effective, especially in patients with altered mental status
4. Consider the use of an i-gel if BVM is not effective in maintaining oxygenation and/or ventilation

VIII. Environmental Emergencies

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Hyperthermia:

- **Heat Cramps-** The "heat cramps" (which do not appear to be caused by increased ambient temperatures) are muscle cramps that occur during exercise. Current terminology more correctly refers to heat cramps as exercise-associated muscle cramps (EAMC). Symptoms are ISOLATED

muscle cramping or spasms with no other symptoms of more severe illness. This means NO nausea or vomiting or altered mental status, etc.

- **Heat exhaustion-** Core body temperature is usually 101 to 104°F (38.3 to 40.0°C), but can be normal body temperature as well. Symptoms can include: Tachycardia, weakness, headache, profuse sweating, abdominal cramps, nausea, vomiting, and diarrhea. You should have NO significant alteration in mental status. If there is mild confusion, it resolves quickly and again is very mild.
- **Heat stroke-** Defined by presence of BOTH core body temperature >104 degrees AND altered mental status/ central nervous system dysfunction. CNS dysfunction can manifest as a wide range of possible symptoms and signs, including: disorientation, headache, irrational behavior, irritability, emotional instability, confusion, altered consciousness, coma, or seizure.
** This altered level of consciousness doesn't resolve quickly and is much more profound than seen in heat exhaustion**

Hypothermia:

- **Mild hypothermia** – Alert, but mental status may be altered. Shivering present. Not functioning normally. Not able to care for self. Estimated core temperature 32 to 35°C (90 to 95°F)
- **Moderate hypothermia-** Decreased level of consciousness. Conscious or unconscious, with or without shivering. Estimated core temperature 28 to 32°C (82 to 90°F).
- **Severe hypothermia-** Unconscious. Not shivering. Estimated core temperature <28°C (<82 degrees F)

Interventions:

1. Protect patient from further environmental exposure
2. Remove any heavy, constricting, or wet clothing
3. Provide cooling measures such as ice packs for heat related illness
4. Provide passive warming measures such as hot packs or additional blankets for cold

Bites/ Stings: from insect or animal

1. Provide general medical care
2. Dog/Cat/Human Bite
 - Irrigate wound
 - Bandage appropriate to the patient
 - Immobilize

3. Stings - remove stinger if still present
4. Suspected snake bite - scene safety first then immobilize the extremity below heart level
 - Obtain rapid/pertinent history
 - Remove all jewelry and keep patient calm
 - Mark the wound size with the time of marking and keep wound clean

**DO NOT APPLY ICE TO THE BITE
DO NOT MAKE AN INCISION OVER THE BITE**

IX. Drowning

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Ensure scene safety. Drowning is a leading cause of death among would-be rescuers. Allow appropriately trained and certified rescuers to remove victims from areas of danger whenever possible

1. Resuscitate all patients who have been submerged in cold water (less than 70 degrees F) unless there are signs incompatible with life.
2. Coldwater drownings require the patient to be rewarmed to an internal temperature between 30-32C (86-89.6F)
3. External rewarming should be initiated on all near-drowning and drowning patients in cases of submersion in cold water
4. Ascertain the following:
 - Duration of submersion
 - Temperature of water
 - Saltwater vs. Freshwater
 - Possible trauma involved
 - C-spine precautions if mechanism suggests or cannot rule out
 - Remove wet clothing

X. Abdominal Pain/Nausea and Vomiting

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

1. Abdominal pain etiology is difficult to determine in the pre-hospital setting without lab work and radiological studies. There are several etiologies to consider when formulating a differential diagnosis based on history and assessment.
2. Consider Toxic or Emergent Vital Signs
3. Routine patient care (vital signs)
4. History and physical examination focused on potential causes of nausea and vomiting (e.g. gastrointestinal, cardiovascular, gynecologic, hypoglycemia, hyperglycemia) Female pregnancy?
5. Nausea and vomiting are symptoms of illness – in addition to treating the

patient's nausea and vomiting a thorough history and physical are key to identifying what may be a disease in need of emergent treatment (e.g. bowel obstruction, myocardial infarction, pregnancy)

XI. Allergic Reactions

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Definition

A. Mild Allergic Reaction: Urticaria (itchy, raised welts), flushing, erythema

B. Moderate/Severe Allergic Reaction: The presence of swelling of mucous membranes, dyspnea, wheezing, chest or throat tightness, nausea and vomiting, or abdominal cramps with any of the above

C. Anaphylaxis: hypotension, altered mental status, dyspnea, stridor or respiratory distress, GI symptoms with hypotension, and/or poor perfusion

Provide General Medical Care.

Assess severity of reaction:

1. Mild Allergic Reaction:

a. Observe for development of additional symptoms and do not delay Epinephrine administration if indicated.

2. Moderate/Severe Allergic Reaction:

a. Administer Epinephrine 0.3 mg IM or Epinephrine 1:1,000 0.3mg IM as needed based on assessment.

3. Anaphylaxis:

a. Administer Epinephrine 0.3 mg IM or Epinephrine 1:1,000 0.3mg IM

XII. Anxiety/Hyperventilation

1. Patient assessment and vital signs. Pay close attention to the pulse oximeter
2. Coach respiratory rate and consider having patient breathe into NRB mask if anxiety/panic attack related
3. If o_2 sats $\leq 94\%$ administer oxygen via NRB. Titrate to o_2 sat $\geq 94\%$ -98%

4. Refer to Respiratory Distress protocol

XIII. Altered Mental Status

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Altered mental status is a symptom of a multitude of underlying conditions that can be acute or chronic, benign or life-threatening. The patient's presentation can vary from mild confusion and incoherent speaking to unresponsiveness and coma. Other symptoms can be vague, but may include: "not acting right", unusual or inappropriate behavior, generalized weakness, lethargy, agitation, psychosis, disorientation, inattention or hyperactivity, racing thoughts, and/or hallucinations. May also be referred to as confusion or altered level of consciousness.

Patient Care Goals

- Identify treatable causes
- Protect patient from harm

Assessment

Look for treatable causes of altered mental status:

1. Airway - Make sure airway remains patent; reposition patient as needed
2. Breathing - Look for respiratory depression; check SPO2
3. Circulation - Look for signs of shock
4. Glasgow Coma Score and/or AVPU
5. Pupils
6. Neck rigidity or pain with range of motion
7. Stroke tools
8. Blood glucose level
9. Breath odor - Possible unusual odors include alcohol, acidosis, ammonia
10. Chest/Abdominal - Intra-thoracic hardware, assist devices, abdominal pain or distention
11. Extremities/skin - Track marks, hydration, edema, dialysis shunt, temperature to touch (or if able, use a thermometer)
12. Environment - Survey for pills, paraphernalia, ambient temperature

Treatments and Guidelines

1. Oxygen
2. Glucose -(see hyperglycemia or hypoglycemia protocols)
3. Naloxone (Narcan)- (see opioid poisoning/overdose protocols)
4. Active cooling or warming (see Hypothermia/Cold Exposure or Hyperthermia/Heat Emergency guidelines)

5. Consider CVA/Stroke (see protocol)

Special Considerations

1. History from bystanders
2. Age of the patient
3. Environment where patient found
4. Recent complaints (e.g. headache, chest pain, difficulty breathing, vomiting, fever)
5. Pill bottles/medications:
 - a. Anticoagulants
 - b. Antidepressants
 - c. Narcotic pain relievers
 - d. Benzodiazepines
6. Medical alert tags and accessory medical devices
7. Evaluate for reduced PO intake and/or vomiting and/or diarrhea or dehydration as a cause of AMS in the pediatric and geriatric populations
8. Medications a child may have access to including but not limited to:
 - a. Antihypertensives
 - b. Oral hypoglycemics
 - c. Opioids
 - d. Benzodiazepines
 - e. Antiepileptics

Pertinent Assessment Findings

1. Track marks
2. Breath odor
3. Skin temperature
4. Location

XIV. Brief Resolved Unexplained Event

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

An episode in an infant or child less than 2 years old that is frightening to the observer and is characterized by some combination of the following: apnea, skin color change: cyanosis, erythema (redness), pallor, plethora (fluid overload), marked change in muscle tone and

choking or gagging not associated with feeding or a witnessed foreign body aspiration.

1. Patient assessment and vital signs
2. Obtain a description of the event including nature, duration, and severity
3. Obtain a medical history with an emphasis on the following:
 - Known chronic diseases
 - Evidence of Seizures/Convulsions activity

- Current or recent infections
- Gastroesophageal reflux
- Recent trauma
- Medications (current or recent)

Special Considerations

The patient may appear stable and exhibit a normal physical exam upon assessment by responding field personnel. However, this episode may be a sign of underlying serious illness or injury. Further evaluation by medical staff is required.

XV. Diabetic Emergencies (hyperglycemia/hypoglycemia)

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Patient Presentation

- Altered mental status
- Diaphoresis
- Aggressive or violent behavior
- Nausea/vomiting
- Dehydration
- Seizures/Convulsions

Interventions

1. Blood glucose analysis
 - A. Adult - Hypoglycemic symptomatic with blood glucose <70 mg/dL or relatively low based on patient's normal BGL profile (if available) may administer oral glucose 15 - 25 gm orally one time if patient is awake and alert
 - B. Pediatric - Hypoglycemia symptomatic with blood glucose <70 mg/dL or relatively low based on the patient's normal BGL profile (if available) may administer oral glucose 0.3 gm/kg up to 15 gm one time if the patient is awake and alert. May repeat x 1 after waiting 15 mins and rechecking blood glucose level.
 - C. Do not administer oral glucose if patient is unresponsive
2. General airway management
3. Observe the presence of an automated external insulin delivery device (insulin pump).
4. Assessment
 - assess mental status and focal neurologic deficit: motor and sensory
 - Assess for sunken eyes from dehydration
 - Assess for dry mucous membranes(E,N,T)
5. If oral glucose administered recheck blood glucose every 15 minutes until symptoms resolve or a normal reading is achieved

XVI. Hypotension(shock)/Hypertensive Crisis

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Hypotension Definition - Sustained SBP ≤ 90 mmHg and shock like appearance

Patient Presentation

1. Initial symptoms of shock include:
 - Fast breathing rate (tachypnea)
 - Restlessness
 - Anxiety
 - Altered Mental Status
 - Peripheral perfusion:
 - Delayed capillary refill greater than 2 seconds in normal ambient air temperature (infant and child patients only)
 - Weak, thready, or absent peripheral pulses
 - Pale, cool, clammy skin
 - Increased pulse rate (early sign) - weak and thready
 - Decreased blood pressure (late sign)
 - Dilated pupils
 - Thirst
 - Nausea and vomiting
 - cyanosis to the lips and/or skin
2. Administer oxygen as appropriate with a target of achieving $\geq 94-98\%$ saturation
3. Maintain airway management
4. Monitor for toxic or emergent vital signs
5. Check blood sugar, and correct if less than ≤ 70 mg/dl

Hypertensive Crisis

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Hypertensive Crisis definition - Significantly elevated blood pressure (usually SBP > 180 and/or DBP > 120), with signs and symptoms of end organ damage

1. Symptoms include but aren't limited to the following:
 - Severe sudden onset headache
 - SOB or Chest Pain
 - Vision Disturbances
 - Neurological deficits
2. Elevate the patient head to Semi-Fowler's position



HART Clinical Medical Guidelines



3. Treatment for Hypertensive Crisis is not indicated unless end-organ damage signs and symptoms are present

XVII. Overdose/Poisoning

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Suspected Narcotic Overdose

1. If unresponsive patients give painful stimuli and/or utilize an ammonia smelling salt first to see if the patient then becomes more responsive.
2. Rapid recognition and intervention of a clinically significant opioid poisoning or overdose.
3. Prevention of respiratory and/or cardiac arrest
4. Assess for miosis (pinpoint pupils), decreased mental status, and respiratory depression in all age groups with known or suspected opioid use or abuse.
5. Naloxone (narcan), an opioid antagonist, should be administered to patients with respiratory depression in a confirmed or suspected opioid overdose
6. HART clinicians should be prepared to initiate airway management before, during, and after naloxone administration and to provide appropriate airway support until the patient has adequate respiratory effort.
7. Narcan dosing
 - A. Adult dosage - narcan 4 mg intranasal with the pre-measured dose and prepackaged.
 - B. If the patient does not respond or responds briefly, administer another dose in the other nostril.
8. Regardless of the doses of naloxone administered, airway management with provision of adequate oxygenation and ventilation is the primary goal in patients with confirmed or suspected opioid overdose
9. Opioid withdrawal
 - a. Patients with altered mental status secondary to an opioid overdose may become agitated or violent following naloxone administration due to opioid withdrawal therefore the goal is to use the lowest dose as possible to avoid precipitating withdrawal
 - b. Be prepared for this potential scenario and take the appropriate measures in advance to ensure and maintain scene safety

OVERDOSE AND POISONING REFERENCE

TOXIN	SYMPATHOMIMETIC COCAINE, AMPHETAMINES	SED/HYPNOTIC BENZOS, BARBITURATES	OPIATES HEROIN, CLONIDINE MORPHINE	GASES CARBON MONOXIDE
MENTAL STATUS	RESTLESS, INSOMNIA, PARANOIA, MANIA, HALLUCINATIONS	SEDATION, CONFUSION DELIRIUM	SEDATION, COMA, CONFUSION	RESTLESS, ALTERED, UNCONSCIOUS
PUPILS	Dilated PUPILS (MYDRIASIS)	BLURRED VISION	PINPOINT PUPILS (MIOSIS)	N/A
VITALS	TACHYCARDIA, HYPERTENSION	HYPOTENSION, BRADYPNEA	SHALLOW RESPIRATIONS, BRADYCARDIA, HYPOTENSION	HYPERTENSION, TACHYCARDIA
PHYSICAL	TREMOR, DIAPHORESIS	SIMILAR TO OPIATES, NYSTAGMUS	LIMP ARMS AND LEGS, PALE	HEADACHE, DIZZINESS, NAUSEA

XVIII. Seizures/Convulsions

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Patient Presentation

- Generalized Seizure
 - Tonic-Clonic (Grand Mal)
 - Absence (Petit Mal)
 - Febrile Seizure
- Partial Seizure
 - Focal onset with awareness
 - Focal onset with impaired awareness

Assessment

1. History

- a. Duration of current seizure
- b. Prior history of seizures, diabetes, or hypoglycemia
- c. Typical appearance of seizures
- d. Baseline seizure frequency and duration
- e. Focality of onset, direction of eye deviation
- f. Concurrent symptoms of apnea, cyanosis, vomiting, bowel/bladder incontinence, or fever
- g. Bystander administration of medications to stop the seizure

- h. Current medications, including anticonvulsants
- i. Recent dose changes or non-compliance with anticonvulsants
- j. History of trauma, pregnancy, heat exposure, or toxin exposure

2. Exam

- a. Air entry/airway patency
- b. Breath sounds, respiratory rate and effectiveness of ventilation
- c. Signs of perfusion (pulses, capillary refill, color)
- d. Neurologic status (GCS, nystagmus, pupil size, focal neurologic deficit or signs of stroke)

Treatment and Interventions

1. The initial step is stabilization.
2. Remove any objects that are within close proximity during the seizing time.
3. Patients should be turned immediately on their side to avoid airway obstruction by the tongue and a perfusing pulse felt.

Table 1: Initial care of a seizing patient

Turn patient on side
Assess for a pulse
Protect from harm
Provide 100% O ₂ by NRB
Check glucose

4. If signs of airway obstruction are present and a chin-lift, jaw thrust, positioning, and/or suctioning does not alleviate it, place oropharyngeal airway (if gag reflex is absent) or nasopharyngeal airway.
5. Administer oxygen as appropriate with a target of achieving 94-98% saturation. Use bag-valve-mask ventilation if oxygenation/ventilation are compromised.
6. Assess perfusion.
7. Assess neurologic status.
8. Perform a blood glucose analysis and treat per protocol if needed.

Key Considerations

1. Many airway/breathing issues in seizing patients can be managed without intubation or placement of an advanced airway. Reserve these measures for patients that fail less invasive maneuvers as noted above.

XIX. Stroke/CVA

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Definition

Sudden onset weakness, paralysis, confusion, visual disturbances, speech disturbances. May be associated with a headache.

Stroke Criteria - B.E.F.A.S.T.

Balance: Does the person have sudden onset loss of balance, difficulty ambulating, and/or lack of coordination?

Eyes : Has the person had a sudden change of vision in one or both eyes?

Facial Droop: Does the person's face appear uneven?

Arm Weakness: Ask the patient to close both eyes and extend both arms out straight, palms up, for 10 seconds. If both arms move the same or do not move, the test is normal. If one arm drifts downwards, the test is abnormal. Patients with arm weakness will tend to pronate (turn palms sideways or down)

Speech Abnormalities: Have the patient say, "The sky is always sunny in San Francisco today". If the patient speaks without slurring, the test is normal. If the patient slurs words or is unable to speak or unable to repeat the sentence correctly the test is abnormal.

Time: When did the symptoms first begin and/or when was the patient last seen normal. Do not delay transport if the interval from the onset of symptoms to arrival at the receiving facility is expected to be 18 hours or less.

If any one of these tests is abnormal and is a new finding, the Stroke Scale is abnormal and may indicate an acute stroke. Consult family if abnormalities are different from baseline.

1. Provide general medical care
2. Blood glucose analysis

XX. Syncope/Near Syncope

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Syncope is a temporary loss of consciousness usually related to insufficient blood flow to the brain. Syncope is a symptom that can be due to several underlying causes, ranging from benign to life-threatening conditions.

1. Causes include:

- Vasovagal Response (straining during a bowel movement, violent coughing, persistent vomiting, etc)
- Cardiac arrhythmias

- Hypotension/dehydration
- Structural cardiopulmonary disease (cardiomyopathy, acute aortic dissection, aortic stenosis, etc)
- Polypharmacy/Drug interactions
- Orthostatic (position) changes
- Hypoxia
- Hypoglycemia
- Drug intoxication
- Blood composition/electrolyte imbalances
- Severe pain, fear, or emotional distress

2. Initiate General Patient Care

- Consider Toxic Vital Sign criteria
- Blood Glucose Analysis
- Perform Orthostatic Vital signs
- Obtain vital signs with the patient in a supine position
- Assist the patient to a standing position and obtain vital signs again
- The patient is considered orthostatic positive if Systolic BP drops by 20 mmHg, Diastolic BP drops by 10 mmHg or HR increases by 20 beats per minute within 3 minutes of standing.

Considerations

- Consider cervical motion restriction
- Elderly patients are more likely to experience syncope, and to have serious underlying causes of syncope

XXI. OB Delivery Emergencies

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Patient Presentation

- Many possible complications can occur with childbirth. The mother may be aware of her underlying complications, but many can occur spontaneously. Careful history-taking and assessment are necessary to identify and properly manage all obstetrical complications.
- Instruct the mother to immediately stop pushing.
 1. Breech Presentation
 - If delivery of an extremity alone occurs, support the presenting part
 - Place mother in left uterine displacement position
 - If the body has delivered but the head is still in the birth canal, support the presenting body and place gloved hand into the vagina with your palm towards the newborn's face. Form a "V" with your index finger on either side of the newborn's nose and push the vaginal wall away from the newborn's face to create an airspace for the newborn to maintain airway patency.

2. Prolapsed Umbilical Cord

- Elevate the mother's hips and place her in a knee-chest position and in trendelenburg position and instruct mother to stop pushing.
- Insert a gloved hand into the vagina to alleviate pressure from presenting part on the cord
- Wrap cord in a saline-soaked dressing. DO NOT attempt to push the cord back into the vagina

3. Placenta Previa

- If a patient exhibits signs and symptoms of shock, refer to Hypoperfusion Clinical Guideline

Considerations

- Patients who have known complications of pregnancy should be transported to their planned facility if possible

XXII. Burn Emergencies

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

A burn is considered any insult to the skin/body that is Thermal, Electrical, Radiological, or Chemical in origin. This insult causes a breakdown of the integrity of the skin.

1. Provide General Medical Care.

- A. Stop the burning process.
- B. Assess airway for signs of smoke inhalation or airway burns. If carbon monoxide exposure is suspected, apply high flow O₂. Assess for signs of trauma.
- C. Remove jewelry and clothing from involved areas.
- D. Apply a blanket to keep the patient warm.
- E. Place advanced airway if indicated
- F. Superficial – WET DRESSINGS. May use room temperature fluids and gauze/sheet (sterile if possible) to provide pain relief and protect the burn site
 - **Chemical Burns**
 - a. Identify chemical(s) if possible. Refer to the 2020 Emergency Response Guide for hazardous materials and dangerous goods.
 - **Dry Chemical.**
 - b. Brush off dry powder then flush with water for 15 minutes
 - **Wet Chemical**
 - c. DO NOT delay irrigation. Flush for no less than 15 minutes, Repeat PRN
 - **Electrical Burns**
 - d. Identify the nature of the electrical source (AC/DC), the voltage, and the amount of current (amperage)
 - e. Locate and bandage contact points (may be multiple) appropriately

- f. Splint extremity if appropriate

Special Considerations

1. Consider potential for carbon monoxide and/or cyanide toxicity in closed space fires.
 - a. Pulse oximetry is not accurate in carbon monoxide poisoning.
2. Physical findings suggestive of smoke inhalation or airway burns are:
 - a. Facial burns, singed nasal hairs, soot on face and/or tongue or burns to the mouth.
 - b. Carbon particles (black) in sputum, stridor, hoarseness or changes in voice/speech.
 - c. Coughing, wheezing, or labored breathing.
 - d. Altered mental status:
3. Patients exposed to smoke after the use of drugs or alcohol should receive a higher index of suspicion for smoke inhalation.

XXIII. Ear/Nose/Throat Emergencies

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Definition: Isolated facial injury, including trauma to the eyes, nose, ears, midface, mandible, dentition.

A. Assessment

1. Patient medications with focus on blood thinners/antiplatelet agents
2. ABCs with particular focus on ability to keep airway patent
 - a. Assess for stable midface
 - b. Assess for stable mandible
 - c. Assess for stable dentition (poorly anchored teeth require vigilance for possible aspiration)
3. Bleeding (which may be severe – epistaxis, oral trauma, facial lacerations)
4. Cervical spine pain or tenderness [see Spinal Care guideline]
5. Mental status assessment for possible traumatic brain injury [see Head Injury guideline]
6. Gross vision assessment
7. Dental avulsions
8. Any tissue or teeth avulsed should to be collected
9. Lost teeth not recovered on scene may be in the airway
10. Overall trauma assessment
11. Specific re-examination geared toward airway and ability to ventilate adequately

Treatment and Interventions

1. Administer oxygen as appropriate with a target of achieving $\geq 94-98\%$ saturation
2. Avulsed tooth:
 - a. Avoid touching the root of the avulsed tooth. Do not wipe off tooth.
 - b. Pick up at crown end. If dirty, rinse off under cold water for 10 seconds
 - c. Place in milk or saline as the storage medium. Alternatively, an alert and cooperative patient can hold a tooth in their mouth using their own saliva as a storage medium.
3. Eye trauma:
 - a. Place 4x4 to act as an eye shield for any significant eye trauma
 - b. If the globe is avulsed, do not put it back into the socket. Cover with moist saline and then place in a cup being careful to apply as little pressure as possible to the globe.
4. Mandible unstable:
 - a. Expect patient cannot spit/swallow effectively and have suction readily available.
 - b. Preferentially transport sitting up with emesis basin/suction available (in the absence of a suspected spinal injury).
5. Epistaxis - pinch or squeeze nose (or have patient do so) at the source of the bleed for 10-15 minutes continuously leaning forward and spit out blood from mouth. Do not let patients swallow blood if possible.
6. Nose/ear avulsion:
 - a. Recover tissue if it does not waste scene time.
 - b. Transport with tissue wrapped in dry sterile gauze in a plastic bag placed on ice.
 - c. Severe ear and nose lacerations can be addressed with a protective moist sterile dressing.

Special Considerations

1. Frequent reassessment of airway
2. Maintenance of a patent airway is the highest priority; therefore, conduct cervical spine assessment for field clearance (per Spinal Care guideline) to enable transport sitting up for difficulty with bleeding, swallowing, or handling secretions
3. After nasal fractures, epistaxis may be posterior and may not respond to direct pressure over the nares with bleeding running down posterior pharynx, potentially compromising airway
4. Protect avulsed tissue and teeth
 - a. Avulsed teeth may be successfully re-implanted if done so in a very short period after injury
 - b. Use sterile dressing for ear and nose cartilage
5. Unstable facial fractures that can abruptly compromise airway

6. Be cautious with loose teeth and retro-pharyngeal bleeding.

XXIV. General Trauma Management

(Immediately Radio Dispatch for an EMS ALS Unit to be dispatched)

Definition

A patient who experienced an insult to the Head, abdomen, chest, pelvis, musculoskeletal, and/or an extremity with the potential of causing obvious or suspected injury to the structures within and/or brain injury.

Assessment

1. Primary survey
 - a. Hemorrhage control
 - i. Assess for and stop severe hemorrhage [see Extremity Trauma/External Hemorrhage Management guideline]
 - b. Airway
 - i. Assess airway patency by asking the patient to talk to assess stridor and ease of air movement
 - ii. Look for injuries that may lead to airway obstruction including unstable facial fractures, expanding neck hematoma, blood or vomitus in the airway, facial burns/inhalation injury
 - iii. Evaluate mental status for ability to protect airway (patients with a GCS less than or equal to 8 are likely to require airway protection)
 - c. Breathing
 - i. Assess respiratory rate and pattern
 - ii. Assess symmetry of chest wall movement
 - iii. Listen bilaterally on lateral chest wall for breath sounds
 - d. Circulation
 - i. Assess blood pressure and heart rate
 - ii. Signs of hemorrhagic shock include: tachycardia, hypotension, pale, cool clammy skin, capillary refill \leq 2 seconds
 - e. Disability
 - i. Perform neurological status assessment [see Appendix VII]
 - ii. Assess gross motor movement of extremities
 - iii. Evaluate for clinical signs of traumatic brain injury with herniation including:
 1. Unequal pupils
 2. Lateralizing motor signs
 3. Posturing
2. Rapid evaluation of the entire body to identify sites of penetrating wounds or other blunt injuries. Be sure to roll the patient and examine the back using log roll precautions.



HART Clinical Medical Guidelines



Treatments and Interventions

1. Hemorrhage control and stop the bleed
2. Maintain airway
3. Assess for fractures/deformities-place a splint if needed
4. Maintain spinal precautions- do not move patient and 2 person log roll to exam back
5. Place a c-collar if needed

Special Considerations

1. Optimal trauma care requires a structured approach to the patient emphasizing ABCDE (Airway, Breathing, Circulation, Disability, Exposure)
2. Frequent reassessment of the patient is important
 - a. If patient develops difficulty with ventilation, reassess breath sounds for development of tension pneumothorax
 - b. If extremity hemorrhage is controlled with pressure dressing or tourniquet, reassess for evidence of continued hemorrhage
 - c. If mental status declines, reassess ABCs and repeat neurologic status assessment
3. The main leading causes of secondary death in head Injury patients is hypoxia and hypotension. If a head injured patient's pressure is below 110 Systolic, then they are considered to be hypotensive. Elevate head greater than 30 degrees if possible
4. Traumatic Arrest
 - a. A patient that experiences cardiac arrest secondary to trauma follow the cardiac arrest protocol.

Section 4: Procedures and Skills

1. Oxygen Administration

Purpose

- To identify how and when to apply oxygen therapies and what concentrations to utilize in efforts to maximize the benefits of the therapy and minimize the potential harms.

General

- Current studies and science have provided an adequate amount of information to redefine approaches to managing our patient's oxygenation. The concept that has been taught since the inception of EMS in the United States of "High flow oxygen for everyone", "all urgent patients get high flow oxygen" and "Oxygen is a harmless drug, everybody needs it" is no longer the case. Below are guidelines and concepts to help understand when and where oxygen therapies are appropriate and what flow rates to utilize.

Guidelines

1. Percent O2 Saturation

- a. 94-100% Normal Give oxygen as necessary
- b. 91-93% Mild Hypoxia Give oxygen as necessary
- c. 86-90% Moderate Hypoxia Give 100% oxygen. Assisting ventilations, if necessary
- d. ≤85% Severe Hypoxia. Give 100% oxygen. Assist ventilations. If indicated, place airway.

2. Inaccurate or misleading SpO2 readings may occur in the following patients:

Hypothermic, Hypo-perfusion (shock), CO2 poisoning

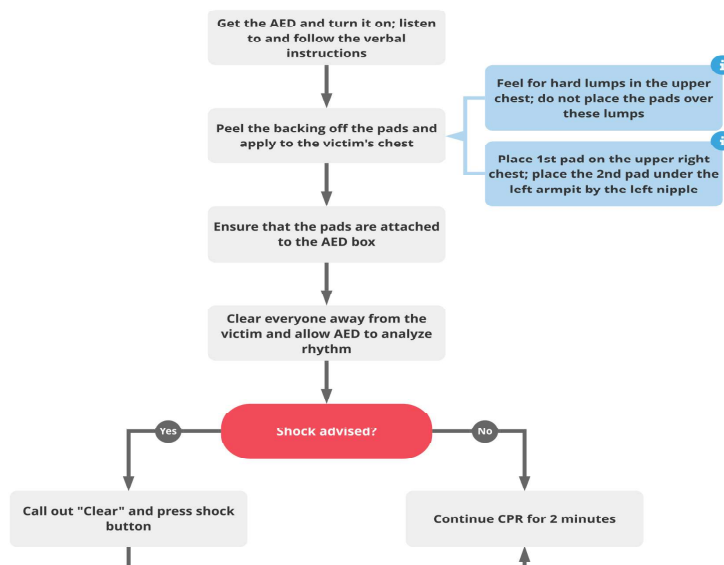
3. Maintain SPO2 of 94 – 99%

Procedure

1. Any of the devices below can be used to maintain Oxygenation according to the above guidelines:
 - Nasal Cannula – 1-6 L/min (with or without EtCO2 capabilities)
 - Non-Rebreather (NRB) – 8-15 L/min
 - Other home devices the patient may be on PTA such as tracheal masks and simple masks can be maintained and/or adjusted appropriately according to the guidelines above.

2. Automated External Defibrillator (AED)

1. Visual check of device and remove clothing from chest



Leave the AED attached to the patient until patient is ready to be transported by the EMS transporting agency or otherwise directed by the primary EMS Paramedic on scene

2. Precautions

- Do Not touch the victim while defibrillating
- Do Not use alcohol to wipe the victim's chest dry
- Do Not use an AED on a victim who is submerged in water
- Do Not use an AED on a victim lying on a conductive surface

3. Bag Valve Mask (BVM)

Of all the fundamental skills employed by EMS, few are more crucial than the ability to ventilate a patient. When a patient can't breathe, the bag-valve mask (BVM) enables rescuers operating within almost any environment or situation to deliver lifesaving oxygen to the patient's lungs.

- Bag-Valve Mask: A bag valve mask should be sized to the patient, able to achieve a seal over the patient's mouth and nose. The mask should not extend over the eyes of the patient.
- Opening the airway:
 - Trauma suspected – jaw thrust should be employed to open the airway

2. No trauma suspected or provided in the patient or dispatch history – head tilt, chin lift
- C. Ideally, two providers will provide ventilations by BVM. 1. Provider one will maintain a two handed E-C seal over the patient's mouth and nose 2. Provider two will provide respirations, using a one-handed, three-finger technique on the bag (for adults and pediatrics) 3. If only one provider is available for BVM, a one-handed E-C seal should be employed for breaths, with a one-handed, three-finger technique for the bag compression
- D. Bag Valve Mask (BVM) Ventilations will be delivered in the range of:
 1. For rescue breathing in adults - 10-12 respirations per minute (every 5 to 6 seconds) achieving chest rise, using up to 500 ml (attached to oxygen), regardless of established airway adjunct.
 2. For rescue breathing in pediatrics – 20-30 respirations per minute (every 2 to 3 seconds) achieving chest rise, attached to oxygen, regardless of established airway adjunct.
 3. Do not hyperventilate
- E. For cardiac arrest follow established ratios:
 - a. Adult without an advanced airway: 30:2 (30 compressions to 2 breaths)
 - b. Pediatric without an advanced airway: 30:2 for single rescuer a. 15:2 for two rescuers
 - c. Adult with an advanced airway: Continuous compressions between 100-120 bpm and 1 breath every 6 seconds (10 breaths per minute)

4. Blood Glucose Analysis

- I. A blood glucose analysis will be done on all client encounters with a set of vital signs
- II. Procedure:
 1. Gather and prepare equipment and don gloves
 2. Blood samples for performing glucose analysis can be obtained through a finger-stick only
 3. Place the correct amount of blood on reagent strip or site on glucometer per the manufacturer's instructions.
 4. Time the analysis as instructed by the manufacturer.
 5. Document the glucometer reading and treat the patient as indicated by the analysis and protocol.
 6. Repeat glucose analysis and document it in the log as indicated for 1) reassessment after treatment per protocol applicable protocol 2) suspicious readings are noted, 3) recommended by the manufacturer
 7. Dispose of the sharp in the appropriate sharps container along with the

test strip

5. Oral/Nasopharyngeal Airways

1. Airway Management

Skillful airway management is often the first step in the successful resuscitation of a compromised patient. Therefore, basic airway management skills are key to improving oxygenation and ventilation to your patient, airway management always begins with a thorough airway assessment.

2. Personal Protection

Respiratory distress that requires airway management, may be the result of infectious disease such as COVID-19. Ensure you are using proper PPE and practice safe airway techniques at all times.

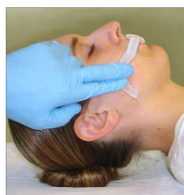
3. Airway Positioning

In order to maximize the patency of the upper airway, perform a head-tilt chin lift, this is the most common means of opening the airway in the non-trauma patient. This is achieved by flexing the neck and extending the head (the face remains parallel with the stretcher). Another option, the simple jaw thrust, is an essential airway maneuver and must be mastered. The jaw thrust can be used to open the airway in suspected trauma. To do this, place your fingers behind the angle of the mandible and apply a forward force, elevating the mandible, and with it the tongue.

4. Airway Adjuncts

A. Oropharyngeal airway insertion:

- Ensure that the OPA is sized appropriately for your patient (to choose the correct size, place the flat end (the flange) at the patient's mouth and the tip directed towards the angle of the angle



of the mandible. The tip of an appropriately sized OPA should just reach the angle of the patient's mandible.

- The patient should be unresponsive without a gag reflex
- Open the patient's mouth with your non-dominant hand, using a scissors action
- Insert the oral airway with the curve upside-down, sliding the tip along the hard palate
- When the tip of the airway reaches the back of the mouth, rotate it

180 degrees(Russo 2013)

B. Nasopharyngeal airway insertion:

- To choose the correct sized tube, place one end at the tip of the patient's nose and the opposite end should reach their external auditory canal
- Apply lubricant
- With the longer, beveled tip against the septum, insert the tube into the nare. It should enter at a 90-degree angle to the face. Insert completely until the flared end is against the patient's nare (Russo, 2013)
- If required, repeat with a second tube in the opposite site

5. Provide oxygen per protocol

6. Suction as needed

7. There are some patients who are predictably difficult to ventilate with BVMs.

The classic mnemonic for these patients is MOANS:

- M: Mask seal (beard, facial trauma can impede seal)
- O: Obesity or obstruction
- A: Age (generally >55)
- N: No teeth
- S: Stiff lungs

6. I-gel Supraglottic Airway

1. The i-gel supraglottic airway should be used as a primary rescue airway device to help maximize ventilation and ultimately oxygenation
2. Contraindications
 - Intact gag reflex
 - Trismus or small oral opening
 - Known esophageal disease
 - Caustic substance ingestion
 - Upper airway obstruction secondary to foreign body aspiration, glottic edema, or Epiglottitis
 - Severe oropharyngeal trauma
 - Airway Burn Emergencies
3. Considerations
 - When facial trauma has resulted in broken teeth, or if the patient has dentures, remove the debris and use extreme caution to avoid further internal trauma or aspiration of debris.
 - As the i-gel has no cuffs to inflate there is no concern for leakage.
 - If unable to ventilate with the i-gel, return to using bag-valve-mask ventilations with OPA and NPA, or attempt laryngoscopy.

4. Procedure

- a. Prepare all equipment
 - Place the tube securing device strap under the patient's neck, orienting the open side of the device down.
 - Utilizing the tray, apply water-based lubricant to the laryngeal mask tip, sides and back.
 - Position patient's head and neck utilizing a head-tilt/chin-lift or, if trauma is suspected, jaw-thrust.
 - Insert the i-gel toward the back of the hard palate while maintaining tongue-jaw-lift.
 - Advance the i-gel until it firmly seats with the tip in the esophageal opening.
 - Connect BVM and ventilate.
- b. Confirmation:
 - Auscultation over the lungs is positive and epigastric insufflation is negative, continue ventilation.
 - If ventilation is inadequate/unsuccessful, ensure the i-gel is firmly seated and attempt ventilation again.

7. Bleeding/Tourniquet/Bandaging

1. Indications

- A. Direct pressure should always be considered first line care for extremity hemorrhage.
- B. In the event of severe exsanguinating hemorrhage, a tourniquet (TQ) may be applied immediately.
- C. A tourniquet should be used for initial control of life threatening hemorrhage.

2. Precautions

- A. A tourniquet applied incorrectly can increase blood loss.
- B. Applying a tourniquet can cause nerve and tissue damage whether applied correctly or not. Proper patient selection is of utmost importance.
- C. Injury due to tourniquet is unlikely if the tourniquet is removed within 1 hour. In cases of life threatening bleeding benefit outweighs theoretical risk.
- D. Due to the location of our EMS agencies and response to some very remote areas, it may be necessary to take down a tourniquet to allow for some perfusion of the limb.
- E. A commercially made tourniquet is the preferred tourniquet. If none is available, a blood pressure cuff inflated to a pressure sufficient to stop bleeding is an acceptable alternative. Other improvised tourniquets are not allowed.

3. Technique

- a. A. First attempt to control hemorrhage by using direct pressure over the bleeding area.
 - a. Have appropriate bandaging and dressing material to potentially switch to direct pressure hemorrhage control.
 - i. Gauze ii. Dressing
 - iii. Pressure bandage / ACE wrap
- b. If a discrete bleeding vessel can be identified, point pressure over the bleeding vessel is more effective than a large bandage and diffuse pressure.
- c. If unable to control hemorrhage using direct pressure, apply tourniquet according to manufacturer specifications and using the steps below:
 - a. Cut away any clothing so that the tourniquet will be clearly visible. NEVER obscure a tourniquet with clothing or bandages.
 - b. Apply tourniquet proximal to the wound and not across any joints. Avoid placement of a tourniquet over a joint, angulated or open fracture, stab or gunshot wound sites, or the lower arm or leg.
 - c. Tighten tourniquet until bleeding stops. Applying tourniquet too loosely will only increase blood loss by inhibiting venous return.
 - d. Mark the time and date of application on the patient's skin next to the tourniquet.
 - e. Assess perfusion of limb distal to tourniquet.
 - i. If applied appropriately, the limb should be cold and pulseless
 - ii. If the patient is awake, assess neurologic function
 - f. Avoid placement of a tourniquet over a joint, angulated or open fracture, stab or gunshot wound sites, or the lower arm or leg.
 - g. Do not cover the tourniquet.
 - h. Do not remove. Up to 2 ½ hours to leave it is safe.

4. Bandaging open wounds

- A. Once bleeding is controlled, irrigate with sterile saline if the wound is contaminated and appropriate.
- B. Cover wounds with sterile gauze/dressings. Assess distal pulses, sensation, and motor function to ensure the bandage is not too tight.

8. Immobilization options- C-collar

The HART Program utilizes the National X-Radiation Utilization Study (NEXUS) criteria to determine low-risk patient categories for SpinalMotion Restriction Clearance processes.

- Purpose
 - To appropriately omit unnecessary Spinal motion restriction by identifying trauma patients at low risk of spinal injury based on defined Patient Assessment and criteria established and vetted by the most current science.

- Procedure
 - Assess the scene to determine the risk of injury. Mechanism alone should not determine if a patient requires cervical spine immobilization. However, mechanisms that have been associated with a higher risk of injury are:
 - MVCs
 - Axial loading injuries to the spine
 - Associated, substantial torso injuries
 - Falls >10 ft.
 - Significant head or facial trauma
 - Hanging
 - Significant multi-system trauma
 - Assess the patient in the position found.

Apply spinal motion restriction with a cervical collar if there is ANY of the following:

- Patient complaining of midline neck or spine pain
- Any midline neck or spinal tenderness upon palpation
- Any abnormal mental status (including evidence of alcohol, drugs, or extreme agitation)
- A communication barrier that prevents accurate assessment
- Any loss of consciousness following a traumatic incident
- Numbness or weakness in any extremity following a traumatic incident
- Any distracting injury
- Considerations
 - Be aware of potential airway compromise or aspiration in immobilized patients with Nausea/Vomiting or with facial/oral bleeding.
 - Age alone should not be a factor in decision-making for prehospital spine care, yet the patient's ability to reliably be assessed at the extremes of age should be considered. Communication barriers with infants/toddlers (~<3 years of age) or elderly patients with dementia may prevent the provider from accurately assessing the patient.
 - If in doubt, apply spinal restriction.

9. Splinting

Immobilization of an extremity for transport, either due to suspected fracture, sprain, or injury.

Procedure:

1. Assess and document pulses, sensation, and motor function prior to placement of the splint. If no pulses are present and a fracture is suspected, consider reduction of the fracture prior to placement of the splint.
 2. Remove all clothing and jewelry from the extremity and place it in a secure area and return to patient and document.
 3. Place a Sam's splint or cardboard splint per protocol.
 4. Do not secure the splint directly over the injury or device.
 5. Place the splint and secure it with Velcro, straps, or bandage material (e.g., kling, kerlix, cloth bandage, etc.) depending on the splint manufacturer and design.
 6. Document pulses, sensation, and motor function after placement of the splint. If there has been a deterioration in any of these 3 parameters, remove the splint and reassess
 7. If a femur fracture is suspected and there is no evidence of pelvic fracture or instability, attempt to keep the fracture stable and as immobilized as possible.
 8. Document the time, type of splint, and the pre and post assessment of pulse, sensation, and motor function in the patient care report (PCR).
- A. Sam splints are one of the simplest and most versatile of splints. It is a soft malleable aluminum strip sandwiched in foam that becomes fairly rigid once formed into a 3D shape. The more complex the shape the more rigid it will become.
- I. Select the appropriate size of SAM splint according to the size of arm and wrist.
 - II. Using your arm as a template, mold the Sam splint to the Ulnar(middle finger) side of your hand, wrist, and forearm to achieve the desired shape.
 - III. Apply splint to patient's arm and wrist.
 - IV. Make any fine adjustments and secure the splint with wrap of choice.

10. Patient Assisted Nitroglycerin Administration

1. The HART clinician may assist the patient administer their own prescribed nitroglycerin if and only if all the following criteria is met:
 - Patient verbalizes the need for use of Nitroglycerin administration
 - Take blood pressure prior to administration and do not assist if $SBP \leq 100$ SBP
 - Obtains the patient's prescribed Nitroglycerin
 - Assure Nitroglycerin is prescribed for the patient

- Check medication for the expiration date
 - Know the indications, contraindications and side effects of the medication
 - Assess the level of consciousness of the patient
 - Must assure the patient has not taken 3 Nitroglycerin prior to arrival
 - Instructs / assists the patient with 1 Nitroglycerin sublingually as prescribed
2. Reassessment of chest pain post 5 minutes after the first administration
- Re-evaluate vital signs. Do not give if SBP is ≤ 100 SBP
 - If patient continues to have chest may repeat an additional Nitroglycerin if needed x 1
 - Document the assisted self administration and reassessment

11. Intramuscular Injection

Purpose

1. To provide guidelines on muscular injections
 - The most common site for intramuscular injections includes the arm, buttocks, and thigh.
 - The thigh should be used for injections in pediatric patients.
 - The maximum volume per injection site is 5mL

Procedure

1. Prepare equipment and medication expelling air from the syringe.
2. Explain procedure to the patient and reconfirm patient allergies.
3. Expose the selected area and cleanse the injection site with alcohol.
4. Insert the needle into the skin with a smooth, steady motion.
 - a. Intramuscular: 90-degree angle, skin flat.
5. Aspirate for blood (if found, discontinue injection as the needle could be in the vasculature).
6. Inject the medication.
7. Withdraw the needle quickly and dispose of the syringe and needle properly without recapping.
8. Apply pressure to the site.
9. Monitor patient for desired therapeutic effects as well as any possible side effects

Section Five: Medications

1. Narcan (Naloxone)

Pharmacology

- A synthetic medication that is an opiate antagonist that prevents or reverses the action of morphine and other opioid drugs.
- Naloxone (Narcan) antagonizes the opioid effects by competing for the same receptor sites. Naloxone (Narcan) will reverse stupor, coma, and respiratory depression when administered to patients that have taken a narcotic.

Indications

Known or suspected narcotic overdose with respiratory depression hindering airway and oxygenation.

- Emergency services personnel are authorized to administer an opioid antagonist to a person who appears to be suffering an opioid-related drug overdose, as clinically indicated.
- The HART staff is only authorized to administer Intranasal Narcan.



-
- For Intranasal Narcan administration follow the instructions below:
 01. Lay the client on their back if possible.
 02. Do not prime.
 03. Spray into a single nostril with one administration only.
 04. NARCAN® Naloxone HCl 4 mg/0.1 ml Nasal Spray.
 05. May repeat a second administration, using a new nasal spray, if the patient does not respond after 2-3 minutes or responds and then relapses into respiratory depression. Administer in the alternate nostril.

06. Turn patient on their side immediately after administration of the first dose of Narcan Nasal Spray.

Precautions

- The patient who has satisfactorily responded to Naloxone (Narcan) should be kept under continued surveillance.
- May cause narcotic withdrawals in narcotic-dependent patients. Withdrawal symptoms can include: nausea and vomiting, diarrhea, goosebumps, shivering, runny nose and teary eyes, and agitation. Any of these symptoms are possible when someone “wakes up” after being given Narcan.
- Because Narcan eliminates the effects of opioids, occasionally a person may become angry that you have “ruined their high”. Very rarely will someone become agitated to the point of violence, but be prepared to back away from the scene if the situation escalates.

2. Epinephrine HCL (Adrenaline)

Pharmacology

- An endogenous catecholamine with nonselective Beta 1, Beta 2, and Alpha properties. It is an adrenergic agent and cardiac stimulant.
- The Alpha effects: causes vasoconstriction, thus increasing the perfusion pressure
- The Beta effects: increases myocardial contractility, decreases the threshold for defibrillation, bronchodilation.

Indications: Allergic Reactions Only

Adverse Effects

- Palpitations ▪ Tachycardia ▪ Anginal pain ▪ Weakness
- Cerebral hemorrhage ▪ Vertigo ▪ Anxiety ▪ Hemiplegia
- Pallor ▪ Dysrhythmias ▪ Hypertension ▪ Respiratory distress

Dosage and Administration

- Adult 0.3mg IM 1:1000
- Pediatric 0.15mg IM 1:1000

Precautions

- Pregnancy C; breastfeeding; cardiac disorders; hyperthyroidism; diabetes mellitus; prostatic hypertrophy; hypertension; local anesthesia in certain areas; labor; cardiac dilation; coronary insufficiency; organic heart disease; cerebral atherosclerosis

3. Aspirin

For Use in adults only

Pharmacology

- Aspirin (Acetylsalicylic acid) is an analgesic, antipyretic and anti-inflammatory. It also inhibits platelet aggregation, thus making it a beneficial antithrombotic.
- Aspirin inhibits the synthesis of thromboxane A₂, which induces platelet aggregation, by inhibiting a metabolic enzyme necessary for its production.

Indications

- Chest pain cardiac in origin

Contraindications

- Known hypersensitivity
- Known stomach ulcers

Adverse effects

- Prolonged bleeding time
- Gastric irritation
- Nausea & Vomiting

Precautions

- Use caution in patients with gastric irritation and bleeding.
- Avoid use in children <16 years with chickenpox or other suspected viral illness due to association with Reye's syndrome (a rare but serious condition that causes swelling in the liver and brain).

Dosage

- 324mg -(4) 81mg chewable PO (baby aspirin). Adults only!!!

4. Oral Glucose

Pharmacology

- Glucose, also known as Dextrose, is a monosaccharide that is used to increase blood sugar levels in cases of Hypoglycemia.
- After absorption through the mucous membrane (buccal administration), Glucose is distributed in the tissues and provides a prompt increase in circulating blood sugar glucose

Pharmacokinetics

- Onset: within 10-20 minutes
- Peak effect: Variable
- Duration: Variable

Indications

- Hypoglycemia and/or symptomatic for Hypoglycemia

Contraindications

- Inability to swallow

Adverse Effects

- Nausea/Vomiting

Precautions

- Oral Glucose takes 15-20 minutes to begin having a positive effect on mental status. During this time Blood Glucose Analysis may continue to lower. Repeat Blood Glucose Analysis should be no sooner than 20 minutes post-administration.

Dosage and Administration

- 15-25 gm orally for adults. 0.3gms/kg for pediatrics up to 15 gm
- May repeat once after 15 minutes and no improvement

5. Oxygen

Indications

- Useful in any condition with cardiac workload; respiratory distress; or illness or injury resulting in altered ventilation and/or perfusion

Contraindication

- Hyperoxygenation of patients where oxygen saturation is already 100% for long periods of time

Dosage and Administration

- Adult and Pediatric
 - 1 – 6 liters / min

- 15 liters / min
- Route of administration
 - Nasal Cannula (NC)
 - Non-rebreather (NRB)
 - Bag Valve Mask (BVM)

Consideration

Chronic respiratory conditions such as COPD where increased oxygenation can depress the respiratory drive. Aim to titrate oxygen saturation to the patient's baseline.

Section Six: Minimum Equipment List

Purpose

- Establish a minimum equipment list for the respective response unit type to lawfully be placed into service in compliance with Texas Department of State Health Services guidelines.

Guideline

- The minimum equipment list applies to the DEMA Consulting & Management HART program. If at any time a unit does not meet the minimum equipment, the unit will be placed out of service.

Special Considerations

- Policy changes may occur when extenuating circumstances, such as equipment and/or medication availability, changes or are discontinued by manufacturer or vendor. Policy changes are implemented by:
 1. Equipment/Medication Shortage:
 - The item may be temporarily removed as a required item
 - The item may be temporarily replaced by a similar item
 2. Equipment/Medication Change:
 - The item will be temporarily or permanently replaced or removed until a formal protocol revision is completed.
 - An official Protocol Update will be disseminated by the Director of Operations or appropriate designee to all EMS providers.
- Dissemination may be done by using physical and/or electronic means.

Records

Electronic copies of all Protocols, Minimum Equipment List and Protocol Updates are acceptable. Records may be stored in the following, but not limited to:

- Unit assigned computer(s)
- Unit assigned iPad
- Online document management system
- Organization share drive

All of the below listed equipment will be on-board each response unit while in-service with the HART Team while in Harris County, in addition to the BLS equipment list.



HART Clinical Medical Guidelines



Item	QTY
Automatic External Defibrillator Pads	
<i>Pediatric</i>	1
<i>Adult</i>	2
Bag Valve Mask	
<i>Pediatric</i>	1
<i>Adult</i>	1
Sphygmomanometer	
<i>Infant</i>	1
<i>Pediatric</i>	1
<i>Adult</i>	1
<i>LG Adult</i>	1
<i>Thigh</i>	1
Portable "D" Size Oxygen Tank with Regulator	1
Oxygen Mask	
<i>Pediatric</i>	1
<i>Adult</i>	1
Sterile Gauze Pads 4x4 (DZ)	2
Adhesive Tape Roll	1
Stethoscope	1
Disposable Gloves (Box)	
<i>SM</i>	1
<i>MED</i>	1
<i>LG</i>	1
<i>XLG</i>	1
Hypodermic Needles	
<i>21GA, 22GA or 23GA</i>	1
EpiRite Syringe	
<i>1 ml</i>	2

Item	QTY
Two-Way Radio	
Soft Roller Adhering Bandage	
Eye Protection (glasses)	2
D.O.T. "Emergency Response Guidebook 2020"	
Biohazard Bags	2
Fire Extinguisher	
Emergency Warning Devices (Box of 3 Reflective Triangles)	
Interior "No Smoking" signs	
Portable Electronic Thermometer	
Puncture Resistant Sharps Container	
C-A-T Tourniquet	
C-collar (adult)	
C-collar (pediatric)	
Glucometer	
Test Strips	20
Lancets	20
iGel	
<i>Size 1.5</i>	
<i>Size 2</i>	
<i>Size 2.5</i>	
<i>Size 3</i>	
<i>Size 4</i>	
<i>Size 5</i>	
Penlight	
Blunt tip needle	
MEDICATIONS	
Epinephrine HCl (Adrenaline) 1:1000	
Naloxone (Narcan)	
Oral Glucose	

Amy Adams
Amy Adams (May 15, 2023 20:23 PDT)

Amy Adams, MD

May 15, 2023

Date



Section Seven: Documentation

1. Required Documentation

Data

The report is used to record patient data. The data can include patient demographics such as name, address, date of birth, age, and gender. Dispatch data, such as the location of the call, times related to the call, rescuers and first responders on the scene may be included. The report should document patient care related data points, such as the patient's chief complaint, provider's initial impression of the patient, assessment, trending vital signs throughout the transport, interventions performed on the patient, and the results of those interventions. All U.S. states require documentation of the patient's initial condition, the care provided by first responders and EMS providers and responses to any treatments. Failure to record this information can result in disciplinary action from regulatory bodies.

Initial Impression

HART clinicians will provide details on the mechanism of injury, which can help guide treatment when patient care is transitioned on arrival to the hospital. Mechanism of injury can provide information for the proper identification of injury patterns. For instance, in a motor vehicle collision noting the degree of occupant compartment intrusion and whether safety devices were used or triggered, can help quantify the extent of injury expected.

Documentation of the initial impressions provides an overall impression of the patient's status at the time of scene arrival. Patient response to treatment, whether improvement or deterioration in status during transport, can be better appreciated when compared to initial impression. Failure to document initial findings has been correlated with poorer patient outcomes.

Assessment

The initial patient assessment helps support the medical diagnosis, rationale for treatment decisions, and guidance for protocol adherence. Failure to document the assessment can lead to questions regarding the appropriateness of care.

Describe your patient fully from head to toe. Other than what was found wrong with the patient, include other signs and symptoms in your report not found with the patient. This will establish that you were also looking for other things wrong with the patient and shows that a full secondary exam was completed. Don't forget to add any other information, such as comments made by the patient or observations made pertaining to actions by the patient that could possibly be out of the ordinary. In some scenarios, clothing descriptions may be appropriate to include. If the patient makes any comments, place the comments in "quotations" or write *Patient states*. This shows the patient making the statements, not the HART crew.



HART Clinical Medical Guidelines



Vital Signs

The vital signs that should be documented are:

- Pulse (including the quality and quantity)
- Respirations (including the quality and quantity)
- Blood pressure
- Pulse oximetry
- Glasgow Coma Scale
- Blood Glucose Analysis
- Pain level/scale

Trending vital signs can help providers track patient improvements or recognize the need for further intervention for worsening conditions.

Interventions

Each intervention performed by HART providers, as well as the rationale for the intervention was performed, must be adequately documented. Clear documentation helps prevent unnecessary duplication of treatment and patient harm. Document any and all treatments that were performed for this patient, even treatments that were attempted but unsuccessful.

Treatment entails medications given, procedures performed and reassurance provided to the patient. Yes, you should state in your report that the patient was reassured. That is a form of treatment and is also your bedside manner.

Be sure that the time the EMS ALS agency arrives on scene and the time in which transfer of care was done. It's also important to get a signature from the person taking over medical care. This clears the HART team of any negligence or abandonment.

Uses for Documentation

The primary purpose of EMS documentation is to provide a written record of patient assessment and treatment that can help guide further care. For the information to be readily understood and communicated, it must be organized in a format that all healthcare providers involved in patient care will understand. A common language and terms that are readily understood by all parties must be used. To minimize the chance for confusion, medical errors, and misunderstanding, care must be taken to ensure that profession-specific language and jargon and uncommon abbreviations are avoided. The communication style can unintentionally undermine a readers' ability to find the



HART Clinical Medical Guidelines



information they need. When the SOAP format is used, the chart is documented in the order from subjective complaints, objective findings, assessment notes, and plan of action. While other documentation formats may exist, the SOAP structure is commonly used since it allows for easy access to information.

2. Approved Abbreviations

(see the following list of abbreviations)

@	At
Δ	Change
ABC's	Airway, Breathing, Circulation
ABD	Abdomen
AC	Antecubital
AED	Automated External Defibrillator
AFIB	Atrial Fibrillation
ALS	Advanced Life Support
AMA	Against Medical Advice
AOS	Arrived On Scene
APAP	Acetaminophen (Tylenol)
ASA	Aspirin
BBB	Bundle Branch Block
BG	Blood Glucose
BLS	Basic Life Support
BM	Bowel Movement
BP	Blood Pressure
BSA	Body Surface Area
BVM	Bag Valve Mask
C/O	Complaining Of
CA	Cancer
CABG	Coronary Artery Bypass Graft
CAD	Coronary Artery Disease
CAO	Conscious And Alert
CC	Chief Complaint
CHF	Congestive Heart Failure
CIT	Crisis Interventions Team
CNS	Central Nervous System
CO	Carbon Monoxide
CO2	Carbon Dioxide
COPD	Chronic Obstructive Pulmonary Disease
CP	Chest Pain
CPR	Cardiopulmonary Resuscitation
CQI	Continuous Quality Improvement
CR	Capillary Refill
CSF	Cerebral Spinal Fluid
CT scan	Computerized axial Tomography
CVA	Cerebral Vascular Attack
D/C	Discontinue
D5W	Dextrose 5% in Water
DCAP-BTLS	Deformities, Contusions, Punctures, Burn Emergencies, Tenderness, Lacerations
DNR	Do Not Resuscitate
DOA	Dead On Arrival
DOS	Dead On Scene
DVT	Deep Vein Thrombosis
Dx	Diagnosis
ECG	Electrocardiogram
EDD	Estimated Due Date
EJ	External Jugular
EMS	Emergency Medical Services

EMT	Emergency Medical Technician
ERG	Emergency Response Guide
ET	Endotracheal Tube
ETA	Estimated Time of Arrival
ETC02	End Tidal Carbon Dioxide
ETOH	Ethyl Alcohol
F	Female
FD	Fire Department
FTO	Field Training Officer
Fx	Fracture
g	Gram
GCS	Glasgow Coma Scale
GI	Gastrointestinal
GOA	Gone On Arrival
GSW	Gun Shot Wound
gtts	Drops
GYN	Gynecology
HR	Heart Rate
HTN	Hypertension
Hx	History
hyper	high or above
hypo	low or below
ICP	Intracranial Pressure
IM	Intramuscular
IN	Intranasal
IO	Intraosseous
IV	Intravenous
IVP	Intravenous Push
J	Joules
JVD	Jugular Vein Distension
kg	Kilogram
KVO	Keep Vein Open
L	Left
L&D	Labor & Delivery
lb	pound
LBBB	Left Bundle Branch Block
LLQ	Left Lower Quadrant
LMP	Last Menstrual Period
LOC	Loss Of Consciousness
LUQ	Left Upper Quadrant
M	Male
mcg	micrograms
MCI	Mass Casualty Incident
MDI	Metered Dose Inhaler
MED	Medication
MI	Myocardial Infarction
Min	minute
Mg	milligram
MOI	Mechanism Of Injury
MRI	Magnetic Resonance Imaging

MVA	Motor Vehicle Accident
N/V	Nausea & Vomiting
NaCl	Sodium Chloride
NC	Nasal Cannula
NEB	Nebulizer
NKA	No Known Allergies
NKDA	No Known Drug Allergies
NPA	Nasopharyngeal Airway
NRB	Non-Rebreather mask
NS	Normal Saline
NSR	Normal Sinus Rhythm
NTG	Nitroglycerin (Nitrostat)
O2	Oxygen
OB	Obstetrics
OD	Overdose
OOH – DNR	Out Of Hospital - Do Not Resuscitate
OPA	Oropharyngeal Airway
OPQRST	Onset, Provocation, Quality, Radiation, Severity, Time
OTC	Over The Counter
PAC	Premature Atrial Contraction
PCN	Penicillin
PD	Police Department
PEA	Pulseless Electrical Activity
PERRL	Pupils Equal, Round & Reactive to Light
PJC	Premature Junctional Contractions
PO	Orally
POV	Privately Owned Vehicle
prn	as needed
PT	Patient
PTA	Prior To Arrival
PVC	Premature Ventricular Contractions
q	Every
R	Right
R/O	Rule Out
RBBB	Right Bundle Branch Block
RLQ	Right Lower Quadrant
ROM	Range Of Motion
RUQ	Right Upper Quadrant
RVR	Rapid Ventricular Response
Rx	Prescription therapy
SAS	Sedation Assessment Score
SL	Sublingual
SMR	Spinal Motion Restriction
SO	Sheriff Officer
SOB	Shortness Of Breath
SpO2	Oxygen Saturation by pulse oximeter
SQ	Subcutaneous
SVT	Supraventricular Tachycardia
Sx	Symptom

TCP	Transcutaneous Pacing
TIA	Transient Ischemic Attack
TKO	To Keep Open
Tx	Treatment
UTI	Urinary Tract Infection
V/S	Vital Signs
VF or VFIB	Ventricular Fibrillation (V-Fib)
VS	Vital Signs
VT or VTACH	Ventricular Tachycardia (V-Tach)
WNL	Within Normal Limits
Y/O	Years Old







FRO Clinical Medical Policies and Procedures

Final Audit Report

2023-05-16

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CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F6

AGENDA SUBJECT: Consider Resolution 2024-49, authorizing the City Manager to enter into an agreement with PEA Group for Equador Pedestrian Bridge design, construction documents, bidding, and construction phase services.

Dept/Prepared By: Robert Basford, Assistant City Manager **Date Submitted:** June 10, 2024

EXHIBITS: Resolution No. 2024-49
EX A – PEA Equador Pedestrian Bridge Design Proposal

BACKGROUND INFORMATION:

This item is to authorize the City Manager to enter into an agreement with PEA Group Burditt for the design, construction documents, and bidding and construction phase services for the Equador Pedestrian Bridge to replace the existing bridge.

The Pedestrian bridge was an approved project in the 2023 bond election and this new design will revitalize a heavily traveled bridge by Jersey Village residents accessing parks and local schools. The total cost for this design proposal is expected to be \$50,000, which includes surveying, as built drawings, bridge planning, layout & construction drawings, wetlands specialists, Texas agricultural barriers project registration, construction phase services, and bidding assistance services.

If approved, staff would begin conceptual meetings to formulate a plan, establishing an updated timeline and gathering lead times to strategically schedule the bridge construction to minimize usage impact.

RECOMMENDED ACTION:

Motion: To approve Resolution 2024-49, authorizing the City Manager to enter into an agreement with PEA Group for Equador Pedestrian Bridge design, construction documents, bidding, and construction phase services.

RESOLUTION NO. 2024-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PEA GROUP FOR EQUADOR PEDESTRIAN BRIDGE DESIGN, CONSTRUCTION DOCUMENTS, BIDDING, AND CONSTRUCTION PHASE SERVICES.

WHEREAS, the Equador Pedestrian Bridge was an approved project in the 2023 bond election; and

WHEREAS, the city has set aside funding within the bond fund towards the goal of completing the Equador pedestrian bridge in 2025; **NOW THEREFORE**,

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

Section 1. The City Council authorizes the City Manager to enter into an agreement with PEA Group for Equador Pedestrian Bridge design, construction documents, bidding, and construction phase services in substantially the form presented in Exhibit A.

PASSED AND APPROVED this 17th day of **June**, A.D., **2024**.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary



PEA GROUP



16060 Dillard Drive, Suite 250
Houston, TX 77040

713.688.3530
peagroup.com

May 17, 2024
Proposal No.: 24-0701.PR

via email: dcordova@jerseyvillagetx.com

Danielle D. Cordova, MPA
City of Jersey Village
16327 Lakeview Dr
Jersey Village, TX 77040

**RE: White Oak Bayou Pedestrian Bridge
Equador St
Jersey Village, TX 77040**

Danielle Cordova:

PEA Group is pleased to provide this proposal for surveying, engineering, and landscape architectural services for the above-referenced project. PEA Group's services are to be performed for the sole benefit of the City of Jersey Village who shall be responsible for payment for these services.

Project Description

Consultant appreciates the opportunity to submit this proposal for professional services associated with the replacement of the existing pedestrian bridge along Equador St in Jersey Village, TX.

These services are combined and provided within this proposal. A separate section is provided for each individual service. These sections will summarize the scope of services provided and associated fees. A subtotal is also provided for each service.

The following jurisdictions are understood:

City and/or Client refers to The City of Jersey Village

County refers to Harris County

HCFCD refers to Harris County Flood Control District

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Based on the above information, PEA Group proposes the following scope of services and associated fees:

Scope of Professional Services

1. Standard Land - Boundary Survey, TSPS Category 1B, Condition II

Based upon the parcel information, i.e., property description/title work provided by the City of Jersey Village, PEA Group will provide a boundary survey that substantially complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1B, Condition II Survey. PEA Group will set monuments at the perimeter of the property where absent and verify the location of monuments found. The existing boundary and boundary control points that define the property boundary will be depicted and noted on the survey map.

Unless completed with other survey tasks, PEA Group will provide a written legal description of the new survey as required, a survey map depicting the survey made on the ground that shows the parcel configuration and acreage. The final version will be signed and sealed by the surveyor of record. If another survey task is being completed in conjunction with this task, the boundary survey may be completed using that deliverable as a base map.

2. Topographic Survey (\pm 1.60 Acres)

The topographic survey will show the existing conditions including visible surface features and underground utilities. Ground elevations will be measured at no more than 50-foot intervals or at breaks in grade across the project site. Elevations of hard surfaces will be shown to the nearest hundredth of a foot with elevations of soft surfaces shown to the nearest tenth of a foot. The topographic survey will show above ground improvements including buildings, paving, curbs, fences, utility poles, manholes, inlets, hydrants, etc., where applicable. Underground utilities will be based upon visual evidence. Where applicable, sewer inverts will be obtained for critical design areas and only if accessible by surface structures. The field mapping limits for this project will extend:



Unless directed otherwise by the City, PEA Group will prepare a 24 in. x 36 in. drawing that will depict existing site improvements, contours, and ground elevations relative to property boundaries. The legend

and site benchmark will be shown on the drawing. A signed and sealed version can be provided if required for submittals in accordance with PEA Group's reimbursable expense policy.

3. As-Built Survey and Record Drawings for Bridge

PEA Group will perform a survey of the visible as-built conditions of the project area and prepare a set of record drawings utilizing the as-built survey data. PEA Group will utilize the approved construction drawings as a base map to record the as-built conditions of the site. These As-built drawings will be submitted to HCFCD during the permit close out process for review and approval. We will prepare a post-construction floodplain elevation certificate and submit to HCFCD.

4. Conceptual Pedestrian Bridge Planning

Utilizing the information provided by the survey team, PEA Group will develop a conceptual plan for the new bridge, including trail connections to existing sidewalks, decorative elements on the bridge and related landscaping, if any. We will provide prefabricated bridge design options for Client to select from. A copy of the conceptual plan will be provided to the Client for review. The review comments received from the Client will be addressed and a copy of the revised conceptual plan will be provided to the Client for approval. The approved conceptual site plan will be the base plan that will be utilized for site plan approval submittal.

5. Final Pedestrian Bridge Construction Drawings

PEA Group will provide Pedestrian Bridge Layout Plans for final construction that include prefabricated pedestrian bridge layout and associated hardscape & landscape required based on the preferred bridge manufacturer selected by the City.

Upon completion of the Conceptual Bridge Drawings, PEA Group will prepare a Site-Civil Construction Document package. The Site-Civil Construction Document Plan package will consist of the following, but not be limited to:

- Cover Sheet
- Harris County Express Review Sheets
- Construction Notes
- Demolition Plan
- Layout Plan
- Grading Plan
- Drainage Plan
- SWPPP
- Landscape and Hardscape Plan
- Construction Details

PEA Group will calculate and prepare a flood plain mitigation calculation plan. This plan will be routed through the appropriate regulatory reviewers to gain their approval. The approved plan can then be used to obtain a permit for cut/fill operations. This plan can be included with the construction documents for efficiency.

It has been determined that the site is within a Conveyance Zone of the Special Flood Hazard Area (100 and/or 500-year flood plain) of White Oak Bayou. Harris County requires a conveyance zone analysis of the impact of the project, the purpose of this study is to demonstrate that the project will not negatively impact upstream and downstream portions of the Bayou. The analysis report will be routed through the Harris County Flood Management Office for approval.

PEA Group will submit the Construction Documents package to the City and Harris County for review. PEA Group will coordinate with City and County staff to address comments and pursue approval of the application. The building and/or site permit approval can be granted administratively provided no variances are required. At least one (1) and possibly two (2) revisions will be required to address staff comments for this project even if no changes are made after submittal to the City.

6. Wetlands Specialist

The subconsultant will:

- Complete a wetland delineation of the Highwater Mark of White Oak Bayou according to the United States Army Corps of Engineers (USACE).
- Conduct a linear wetlands and waters survey.
- Will create maps and points to be uploaded to the Global Positioning System (GPS) coordinates.
- Document the wetlands and other special aquatic sites identified within the project area.

7. Texas Architectural Barriers Project Registration

The project will require plans to be reviewed in accordance with Texas Architectural Barriers Project Registration (TABPR) guidelines. We will submit the site development drawings directly to a state licensed reviewer for review and approval.

- We will prepare the TABPR application and estimate the review fee. The review fee is based on the construction cost of the project but is approximately \$500.
- We will submit the completed application and a set of construction drawings to the reviewer for review and approval. The reviewer will then register the project with the State, which requires a fee of \$175 to be paid to the State at the time of registration.
- We will coordinate with the reviewer to address comments. If the Owner chooses to assign us as the Owner Agent for the project, once construction is complete, we will submit a request for inspection to the RAS who reviewed the project. The inspection fee is based on the construction cost of the project and is estimated at \$600.
- We will coordinate with the contractor to address any inspection comments.

8. Site Related Construction Phase Services

PEA Group included the following services associated with the construction phase of the project:

- If required, PEA Group will attend the pre-construction conference with the City prior to construction.
- Review, approve, reject, or ask for clarifications on submittals and shop drawings submitted by Contractor for general compliance of the Contract Documents.
- Review and administer requests for information (RFI) from the Contractor.
- Issue written clarifications and/or interpretations related to the requirements of Contract Documents, as appropriate.
- Review applications, certify, and make recommendations for payment.
- Provide periodic construction observation services, as requested by the Client.
- Once the construction has been completed, PEA Group will attend Substantial Completion and Final Completion inspections with the City and County.

9. Bidding Assistance Services

PEA Group will:

- Assist the Client in preparing the bid package including the Project Manual.
- Assist the Client in advertising for bids; maintain a record of prospective bidders to whom bidding documents have been issued.
- Attend the pre-bid conference and prepare minutes of the meeting.
- Issue addenda as necessary to clarify the bidding documents.
- Prepare the bid sheets, attend the bid opening, prepare the bid tabulations, and assist the Client in the evaluation of the bids.
- After the award of the bid, PEA Group will assist in assembling and distributing the contract documents for the work.

10. Project Meetings

Depending on the needs and nature of the project, the amount of project meeting time can vary drastically. For the design phase, PEA Group has established a preliminary budget of \$2,000 for project meetings. PEA Group will notify the Client in advance when that amount is approached.

11. Estimated Reimbursable Expenses

In addition to the referenced fees, PEA Group will charge at cost for reimbursable expenses such as postage, overnight mailings, delivery, reproductions, mileage, and other similar items, as defined in the attached Exhibit "A" (Hourly Rate Schedule and Standard Agreement for Professional Services). Furthermore, the Client is responsible for issuing payments for application, review, and other fees associated with plan submittal unless otherwise agreed upon in advance.

Fee Schedule

PEA Group proposes to provide the above-referenced services in accordance with the following fee schedule:

Summary of Fees

Item	Description	Cost
1	Boundary Study – TSPS Cat. 1B, Cond. II*	\$5,000
2	Topographic Survey	\$6,500
3	As Built/Record Drawings	\$5,000
4	Conceptual Pedestrian Bridge Planning	\$3,500
5	Final Pedestrian Bridge Layout Drawings	\$15,000
6	Wetlands Specialists	\$7,500
7	Texas Architectural Barriers Project Registration	\$1,500
8	Construction Phase Services	\$2,000
9	Bidding Assistance Services	\$2,000
10	Project Meetings	\$2,000
11	Estimated Reimbursable Expenses	Cost + 10%
Total:		\$50,000

* Phase requires sales tax.

Please note that the above fees are based on smooth project implementation and have assumed no major changes to the project after we begin final design and preparation of the design drawings and application for this project. Fees shown for the hourly basis elements are for budgeting purposes only and invoices will reflect the actual time and material costs incurred. Work provided outside the above scope of services will be billed as an additional service once approved in writing by the Client.

Assumptions and Understandings

Unless otherwise indicated in the proposal above, the following assumptions and understandings apply to this project:

Surveying

- PEA Group will require access to the site. If the Client is not the property owner, Client will provide PEA Group written authorization from the property owner granting permission to access the site.
- Client will provide a current title policy for the site, including all deeds, schedule B exceptions and underlying documents.
- The fee for the services includes revisions as requested in one review that is received within 45 days of issued survey from the Client or the Client's legal counsel. All subsequent revisions shall be considered an additional service and billed at a Time & Material basis.
- The Client will provide any available boundary or topographical surveys previously completed for the site.
- Client is responsible for recording any documents prepared by PEA Group and the corresponding recording fees, if applicable.
- Unless directed by Client, the vertical datum for the site will be NAVD88 and the horizontal datum will be NAD83.

- Offsite work is not considered within the scope of this proposal.
- Application and permit fees for the project are the Client's responsibility.
- Wetland or floodplain determination and/or delineation is not considered within the scope of this proposal.
- Approved Construction Plans will be provided to PEA Group in AutoCAD format prior to commencing work on site.
- Underground utilities will be based upon observed evidence.
- This proposal is valid for sixty (60) days from the proposal date.

Site Plan

- The project will be developed as a single phase.
- The floodplain note will be based on the current flood insurance rate maps prepared by FEMA or City approved drainage study only.

Miscellaneous

- Any covenants, restrictions or any other similar documents will be prepared by your attorney.
- This project will not encounter significant opposition from City, County, or State review agencies, neighborhood groups, environmental groups, etc.
- We have relied upon entitlement representations made by Client or their representative, and these are assumed to be true and correct.
- Changes made after submittal to the City require a substantial amount of time for the project manager, project engineer, draftsman, and designer to address. In addition, they result in additional City comments, which must then be addressed. Revisions after City submittal typically create a ripple effect through the drawings due to the fact that a change in the Site Plan also requires a change in the site grading and filtration plan, water and wastewater utility plan, landscape plans, associated calculations, revised reports, new or changed details, etc. PEA Group will work as closely as possible with you regarding these changes. However, changes beyond our control generated after submittal to the City are not included in this fee and will be performed as an additional service.

All

The following items are excluded from this proposal but can be provided as an additional service:

- Design revisions required due to amendments/changes in regulatory criteria (i.e., subdivision ordinances, design criteria, results of legislation, court decisions, etc.) adopted after the date of the proposal, which becomes effective retroactive prior to the date of the proposal, or which might benefit your development to the extent City's desire to incorporate them into the project.
- Redesign of the site after the layout has been approved by the City or it's designated representative.
- Preparation of separate written specifications and/or project manual.
- Survey or design of off-site roadways, frontage road improvements, sanitary sewers, storm drainage, or water mains.
- Services associated with addressing lender assignment of professional services agreements, certifications, and other lender-generated requirements will be performed as an additional service.

Sub-Consultants

The following services are excluded unless specifically included in this proposal:

- Structural design of retaining walls, stormwater splitter boxes or detention ponds, bridges, culverts, and similar structures. The prefabricated pedestrian bridge structural drawings will be provided by the supplier approved by the City. Any fees for sealed structural drawings are not included in this contract.
- Geotechnical engineering, pavement design, materials testing, soil borings or analysis.
- Environmental site assessments, wetlands, endangered species investigations.
- Preparation of traffic safety, sign, or signalization plans.
- Design franchise utility services for electricity, gas, cable, telephone.

PEA appreciates the opportunity to submit this proposal. When signing this proposal, Client understands and accepts the fact that payment for services rendered is due within 30 days of the date of our invoice and agrees that payments to PEA Group are not subject to local or state agency approvals, permit acquisitions, third party agreements, project financing, or closings. This proposal is valid for 60 days starting the date of this proposal.

Danielle Cordova, if this proposal and the attached Exhibit "A" (Hourly Rate Schedule and Standard Agreement for Professional Services) are acceptable to you, please sign below and return one copy.

Sincerely,

PEA Group



Elizabeth "Violet" Mak, PLA, RAS, SITES AP
Regional Director of Landscape Architecture

Attachment: Exhibit "A"

The City of Jersey Village
"Client"

Signatory is responsible for payment.

Signature: _____

Printed Name: _____

Title: _____

Dated: _____

Email: _____

Phone: _____

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024



EXHIBIT "A"

2024 HOURLY RATE SCHEDULE FOR PROFESSIONAL SERVICES
(Hourly Rate Schedule is subject to annual increases)

HOUSTON

ACCOUNTING & ADMINISTRATIVE	\$85.00	SURVEY TECHNICIAN I	\$90.00
INTERN	90.00	SURVEY TECHNICIAN II	100.00
LANDSCAPE DESIGNER I	100.00	SURVEY TECHNICIAN III	110.00
LANDSCAPE DESIGNER II	110.00	SENIOR SURVEY TECHNICIAN IV	115.00
LANDSCAPE DESIGNER III	120.00	PROFESSIONAL SURVEYOR	225.00
SENIOR LANDSCAPE DESIGNER IV	130.00	1 PERSON SURVEY CREW	145.00
LANDSCAPE ARCHITECT	140.00	2 PERSON SURVEY CREW	185.00
SENIOR LANDSCAPE PROJECT MANAGER	205.00	3 PERSON SURVEY CREW	225.00
PROJECT DESIGNER I	130.00	PROJECT COORDINATOR I	140.00
PROJECT DESIGNER II	150.00	PROJECT COORDINATOR II	150.00
PROJECT DESIGNER III	175.00	PROJECT COORDINATOR III	160.00
STAFF ENGINEER I	135.00	SENIOR PROJECT COORDINATOR	190.00
STAFF ENGINEER II	140.00	PRINCIPAL	260.00
STAFF ENGINEER III	145.00	CAD TECHNICIAN I	95.00
SENIOR STAFF ENGINEER IV	155.00	CAD TECHNICIAN II	100.00
PROJECT ENGINEER I	175.00	CAD TECHNICIAN III	110.00
PROJECT ENGINEER II	180.00	SENIOR CAD OPERATOR	190.00
PROJECT ENGINEER III	185.00	ENGINEERING TECHNICIAN I	90.00
SENIOR PROJECT ENGINEER IV	190.00	ENGINEERING TECHNICIAN II	100.00
PROJECT MANAGER I	175.00	STAFF SURVEYOR I	90.00
PROJECT MANAGER II	190.00	STAFF SURVEYOR II	110.00
PROJECT MANAGER III	220.00	STAFF SURVEYOR III	135.00
SENIOR PROJECT MANAGER	245.00		

Expert Testimony and/or Depositions 50% added to Hourly Rate Schedule.

This Hourly Rate Schedule represents standard rates for the hours between 7:00 am and 6:00 pm daily, Monday through Friday.

Credit Card payments made within 30 days of the invoice date will not be assessed a processing fee. Any credit card payments made after 30 days will be assessed a 3.5% charge for credit card payment processing.

In-house plots larger than 11x17 are billable at flat rates established by the Consultant from time to time.

REIMBURSABLE EXPENSES

The following expenses, when incurred in direct connection with the Project, will be charged at the rate shown:

Transportation, lodging, and subsistence for out-of-town travel	Cost + 10% Administration Fees
Photographs, shipping and express delivery charges, and Project related purchases	Cost + 10% Administration Fees
Vehicle Mileage, portal to portal	\$0.70 per Mile
Obtain Subcontractors/Subconsultants to perform specialty work	Consultant Fee + 15% Administration
Fees for outside printing and reproduction	PEA Group Cost + 10% Administration Fees
Application Fees	Cost + 10% Administration Fees

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

ARTICLE I – AGREEMENT. This Agreement between the parties identified herein consists of the terms in the “Standard Agreement for Professional Services”, the Hourly Rate Schedule and the Proposal. PEA Group refers to Professional Engineering Associates, Inc., which includes all Departments of PEA Group. CLIENT refers to person or entity with which PEA Group has contracted to perform professional services. Project refers to the scope of services outlined in the Proposal. PEA Group agrees not to begin work until the Proposal is executed by both parties.

ARTICLE II – SCOPE OF SERVICES. PEA Group’s professional services under this Agreement extend only to those services specifically described in the Proposal. Other services will be considered as Additional Services. Should changes be made in the plan or phasing or implementation of the plan following initiation of the effort included within the scope of work, the CLIENT accepts that the extra effort and expenses necessary due to these changes will be treated as Additional Services. If upon the request of the CLIENT, PEA Group agrees to perform Additional Services, then CLIENT agrees to pay PEA Group for the performance of such Additional Services in accordance with the Hourly Rate Schedule. PEA Group will not accrue fees for Additional Services without further authorization from the Client. All meetings and/or site visits requested beyond the maximum number indicated in the Scope-of-Work shall be billed on a Time and Material basis as Additional Services based on the Hourly Rate Schedule for Professional Services.

PEA Group may incorporate “Performance Specifications” as a component of Construction Documents. Performance Specifications rely upon a statement of systems, equipment and/or materials to be incorporated into the project in terms of required results, without mandating specific means for achieving the required results. Performance Specifications establish minimum standards which must be met by defining the functional requirements, the operating conditions and/or environment in which it must operate and/or related matters such as general standards which must be satisfied, warranty requirements, etc. Where performance specifications are used, they will be identified as such.

Where Performance Specifications are used, the Contractor, Subcontractors, Manufacturer and/or Supplier of the materials or equipment to be furnished assume design responsibility and liability for the applicable systems, equipment, or materials. The Contractor, their Subcontractors, and others who actually manufacture and supply the items will be the sole parties liable to the CLIENT for loss or damage caused by defective or deficient design, manufacture, or performance. PEA Group’s shop drawing review is strictly to determine that manufacturers and suppliers have referenced the appropriate operating conditions and environment.

If PEA Group’s services are delayed or suspended in whole or in part by CLIENT, act of God or other reason beyond PEA Group’s control, or if PEA Group’s services are extended by Contractor’s actions or inactions for more than 90 days through no fault of PEA Group, PEA Group shall be entitled to equitable adjustment of rates and amounts of compensation and extension of deadline provided for elsewhere in this Agreement to reflect reasonable costs incurred by PEA Group in connection with, among other things, such delay or suspension and reactivation.

ARTICLE III – CONFIDENTIALITY. PEA Group shall maintain as confidential such information obtained from CLIENT or developed as part of the Services as CLIENT expressly designates in writing as confidential. This obligation shall not apply to information which is or comes into the public domain or which PEA Group is required to disclose by law or order of a court, administrative agency, or other legal authority. Unless otherwise agreed, PEA Group may use and publish CLIENT’S name and a general description of the Services in describing PEA Group’s experience to other CLIENTS or potential CLIENTS.

ARTICLE IV – STANDARD OF CARE. PEA Group shall perform or furnish professional engineering and related services as outlined in the Proposal for all phases of the Project to which this Agreement applies. PEA Group may employ Consultants, as PEA Group deems necessary to assist in the performance or furnishing of the services. PEA Group will assist the CLIENT in preparing applications and supporting documents for the CLIENT to secure permits and approvals from agencies having jurisdiction over the Project. The CLIENT agrees to pay all application and review fees. PEA Group shall perform the Services with the care and skill ordinarily exercised by members of PEA Group’s profession practicing in the same locality under similar conditions. PEA Group makes no other warranty or guarantee, express or implied, in connection with this Agreement, the performance of the services or in any report, opinion or other document developed as part of the Services.

PEA Group and CLIENT shall comply with applicable Laws or Regulations. This Agreement is based on these requirements as of the Proposal date. Changes to these requirements after the Proposal date of this Agreement may be the basis for modifications to CLIENT’S responsibilities or to PEA Group’s scope of services, times of performance, or compensation.

Information Provided by Others: Where PEA Group indicates to the CLIENT the information needed for rendering of services hereunder, the CLIENT shall provide PEA Group such information as is available to the CLIENT and the CLIENT’S Consultants and Contractors, and PEA Group shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for PEA Group to assure the accuracy, completeness and sufficiency of such information including aerial surveys, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold PEA Group harmless from any claim, liability, or cost (including reasonable attorneys’ fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT or its agents or contractors to the PEA Group.

In consideration of the benefits to the CLIENT of employing the “fast track process” (in which some of PEA Group’s design services overlap the construction work and are out of sequence with the traditional project delivery method), and in recognition of the inherent risks of fast tracking to PEA Group, the CLIENT agrees to waive all claims against PEA Group for design changes and modifications of portions of the work already constructed due to the CLIENT’S decision to employ the “fast track process”.

CLIENT shall be responsible for, and PEA Group may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to PEA Group pursuant to this Agreement.

ARTICLE V – SITE ACCESS, SUBSURFACE HAZARDS, AND SITE DATA. CLIENT shall provide PEA Group with lawful access to the site(s) where the services are to be performed. CLIENT shall defend PEA Group from any challenge to such right-of-entry and shall indemnify and hold PEA Group harmless from any claims of trespass which may occur, and all costs and attorneys’ fees incurred by PEA Group as a result of any such claim. PEA Group will take reasonable measures to minimize damage to the site and disruption resulting from operations thereon; however, CLIENT acknowledges that certain procedures may cause some damage to land or disruption (i.e., soil borings, test pits, surveying, etc.), the correction of which shall not be PEA Group’s responsibility unless otherwise agreed to by the parties. CLIENT shall supply PEA Group with information available in CLIENT’S file on the existence and location of underground utilities, structures, and other hazards, including hazardous wastes or hazardous substances, at any site where the services are to be performed. PEA Group shall be entitled to rely on the accuracy and completeness of information furnished by others (including location of underground utilities and data on subsurface conditions) and will not conduct independent evaluation thereof unless specified in the scope of services. PEA Group shall not be liable for damage to underground utilities or structures not disclosed in writing to PEA Group.

In accepting this Agreement for consulting services, it is acknowledged by both parties that PEA Group’s scope of services does not include any services related to a Hazardous Environmental Condition. In the event PEA Group or any other party encounters a Hazardous Environmental Condition, PEA Group may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until CLIENT: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the site is in full compliance with applicable Laws and Regulations.

ARTICLE VI – BILLING, PAYMENTS, AND COLLECTION. Unless otherwise agreed, CLIENT shall pay for the Services in accordance with PEA Group’s Proposal and this Agreement.

Retainage – Should the CLIENT be required to make an initial payment (Retainer) as indicated in the Proposal this retainer shall be held by PEA Group and applied against the final invoice. PEA Group reserves the right to apply the retainer to invoices that are past due upon which occurrence the CLIENT agrees to reinstate the retainer prior to PEA Group resuming work.

Invoicing – Progress invoices will be submitted to the CLIENT approximately once a month and a final bill will be submitted upon completion of the services. Invoices shall be considered PAST DUE if not paid within 30 calendar days of the invoice date. CLIENT agrees that the periodic billing from PEA Group to CLIENT are correct, conclusive, binding on CLIENT and due and payable in full unless CLIENT, within 10 calendar days from the date of receipt of such billing, notifies PEA Group in writing of alleged inaccuracies, discrepancies, or errors in billing. Any portion of the invoice not included in the notification shall be paid within 30 days of receipt of the invoice. It is agreed that all invoices 30 days past due cannot be contested. Payments shall also be received directly from the CLIENT with no delay due to any third-party agreements.

Late Fees – If payment is not received by PEA Group within 30 calendar days of the invoice date, the CLIENT shall pay interest on the PAST DUE amount at the rate of 18% per annum (for business entities) or 7% per annum (for individuals), as the case may be. Payment thereafter shall first be applied to costs of collection, then to interest and then to the unpaid contract amount.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Collection Costs – CLIENT shall pay to PEA Group all costs of collection (including the costs and fees of both in-house and outside counsel), whether or not an action or other proceeding is commenced. In the event legal action is necessary to enforce the payment provisions of this Agreement. PEA Group shall be entitled to collect from the CLIENT any judgment or settlement sums due, reasonable attorney's fees, court costs and expenses incurred by PEA Group in connection therewith and, in addition, the reasonable value of PEA Group's time, consultant's fees, and expenses spent in connection with such collection action, computed at PEA Group's prevailing Hourly Rate Schedule and expense policies.

Suspension of Services – If the CLIENT fails to make payment when due or otherwise is in breach of this Agreement, then PEA Group may, in addition to its other rights and remedies hereunder and under applicable law, terminate or suspend performance of services upon 7 calendar days' notice to the CLIENT. PEA Group shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of this Agreement by the CLIENT. Failure to make payment within 60 days of invoice date shall constitute a release of PEA Group from any and all claims which CLIENT may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

Lien Rights – PEA Group hereby notifies CLIENT that it intends to utilize all available lien rights it may have in connection with its provision of services under this Agreement. In order to perfect any construction lien in favor of PEA Group, CLIENT agrees to provide, if applicable, any Notice of Commencement, or any other notice required by the Michigan Construction Lien Act, MCL 570.00 et seq. The CLIENT agrees that the services by PEA Group are considered property improvements and the CLIENT waives the right to any legal defense to the contrary.

ARTICLE VII – LIMITATION OF LIABILITY. It is expressly agreed that the CLIENT's maximum recovery against PEA Group relating to the professional services performed hereunder, whether in contract, tort, or otherwise, is the amount of PEA Group's fee and that an award of damages not to exceed such fee is CLIENT's sole and exclusive remedy against PEA Group. Under no circumstance shall PEA Group be liable for CLIENT'S loss of profit, delay damages, or for any special, incidental, or consequential loss or damage of any nature arising at any time or from any cause whatsoever. Where PEA Group's fee exceeds \$250,000 CLIENT's maximum recovery against PEA Group will not exceed \$250,000.

ARTICLE VIII – INDEMNIFICATION. Subject to Article VII above, PEA Group shall indemnify and hold harmless CLIENT, CLIENT'S officers, directors, partners, employees, consultants and its agents from and against any and all costs, losses, and damages (including but not limited to all actual and reasonable fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of PEA Group or PEA Group's officers, directors, partners, employees, consultants, contractors or agents, in the performance and furnishing of PEA Group's services under this Agreement.

To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA Group, PEA Group's officers, directors, partners, employees, consultants and its agents, from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT'S officers, directors, partners, employees, consultants, contractors or agents, with respect to this Agreement or the Project.

To the fullest extent permitted by law, PEA Group's total liability to CLIENT and anyone claiming by, through, or under CLIENT for any cost, loss, or damages caused in part by the negligence of PEA Group and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that PEA Group's negligence bears to the total negligence of CLIENT, PEA Group, and all other negligent entities and individuals.

In addition to the indemnity provided in this Agreement, and to the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA Group and its officers, directors, partners, employees, consultants and its agents, from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from a Hazardous Environmental Condition, provided any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom.

ARTICLE IX – WORKSITE SAFETY / PEA GROUP SITE VISITS. PEA Group will comply with CLIENT'S reasonable rules and regulations governing PEA Group's activities on CLIENT'S premises to the extent that the same are provided to PEA Group prior to the start of the Services. PEA Group will be responsible only for the on-site activities of its employees.

If the Services include site visits, for example, to monitor construction activities for compliance with plans and specifications, the parties agree that PEA Group shall assume no responsibility or authority for supervision or control over any Contractor's work or worksite safety, shall have no right to stop the work and shall have no responsibility or authority for the means, methods, techniques, sequencing, or procedures of construction. The CLIENT agrees that the General Contractor is solely responsible for jobsite safety and warrants that this intent shall be made evident in the CLIENT'S agreement with the General Contractor. The CLIENT also agrees that the CLIENT, PEA Group and consultants shall be indemnified and shall be listed as additional insureds under the General Contractor's General Liability Insurance Policy.

PEA Group shall not be responsible for the acts or omissions of any Contractor(s), Subcontractor or Supplier, or of any of the Contractor's agents or employees or any other persons (except PEA Group's own employees) at the Site or otherwise furnishing or performing any of the Contractor's work; or for any decision made on interpretations or clarifications of the Contract Documents given by CLIENT without consultation and advice of PEA Group. PEA Group neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with the Contract Documents.

ARTICLE X – CONSTRUCTION PHASE SERVICES. Should CLIENT provide Construction Phase services with either CLIENT'S representatives or a third party, PEA Group's basic services under this Agreement will be considered to be completed upon completion of the Final Design Phase or Bidding or Negotiating Phase as outlined in the attached Proposal.

Under these conditions it is understood and agreed that PEA Group's basic services under this Agreement do not include project observation, or review of the Contractor's performance, or any other Construction Phase services, and that such services will be provided by CLIENT. CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation or review and waives any claims against PEA Group that may be in any way connected thereto.

Should the CLIENT or CLIENT'S representative encounter a conflict during construction between plans and specifications or field inspection, either among themselves or with the requirements of any and all reviewing and permit-issuing agencies, CLIENT shall seek clarification in writing from PEA Group before commencement of construction. Failure to do so shall relieve PEA Group from any and all liability resulting in this matter.

ARTICLE XI – REUSE OR ALTERATION OF DOCUMENTS. Documents prepared by PEA Group are instruments of its services and PEA Group retains all common law, statutory and other reserved rights, including copyright. Subject to the timely payment and performance by CLIENT of its obligations hereunder, PEA Group grants to CLIENT a limited license to use such document in connection with the Project.

Reuse of Documents: All documents, including but not limited to the calculations, drawings, and specifications prepared by PEA Group pursuant to this Agreement, whether in hard copy or machine-readable form, are related exclusively to the Projects described herein. No documents prepared by PEA Group pursuant to this Agreement are intended or represented to be suitable for use by the CLIENT or others on extensions of this current Project, or for reuse in any other location.

Further, in the event that PEA Group's services under this Agreement are terminated for any reason prior to completion of the services described herein, then PEA Group shall not be responsible for any incomplete documents. Any continued use of PEA Group's documents on this Project, whether in hard copy or machine readable form, or any use on any other location, with or without changes or adaptations, made after the termination of PEA Group prior to completion of PEA Group's services according to this Agreement will be at the CLIENT'S sole risk and without liability or legal recourse to PEA Group; and the CLIENT shall indemnify and hold PEA Group harmless from all claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or resulting therefrom.

The CLIENT recognizes that changes or modifications to PEA Group's instruments of professional service introduced by anyone other than PEA Group may result in adverse consequences that PEA Group can neither predict nor control. Therefore, in consideration of PEA Group's Agreement to deliver its instruments of professional service in machine-readable form, the CLIENT agrees, to the fullest extent permitted by law, to hold harmless and indemnify PEA Group from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected in the modification, misinterpretation, misuse, or reuse by other of the machine readable information and data provided by PEA Group under this Agreement. The foregoing indemnification applies to any use of the Project documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by PEA Group.

Ownership and the right to exclusive possession of all documents, including but not limited to reports, letters, applications, drawings, and specifications, prepared by PEA Group pursuant to this Agreement whether in hard copy or machine-readable form, belong to PEA Group until payment has been made in full by CLIENT pursuant to either the Fixed Fee Agreement or the Hourly Rate Agreement, as invoiced by PEA Group to CLIENT.

Photographs of any completed Project embodying the services of PEA Group provided hereunder may be considered as its property, and may be used in publications, marketing materials, and other literature prepared by or on behalf of PEA Group.

ARTICLE XII – PROGRESSION OF WORK. Neither CLIENT nor PEA Group shall be liable for any fault or delay caused by any contingency beyond its control including, but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, work performed out of sequence or demands or requirements of governmental agencies.

ARTICLE XIII – DISPUTE RESOLUTION – for Professional Liability.

Mediation – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of PEA Group's services, PEA Group may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

PEA Group and CLIENT shall endeavor to resolve claims, disputes, and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be made by a written notice to the other party to this Agreement and to the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitrations or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties agree to split the mediator's fee and any filing fees equally. The mediation shall be held in a place where the Project is located unless other location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

Arbitration – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to arbitration. Prior to arbitration, the parties shall endeavor to resolve disputes by mediation.

Any claim, dispute, and other matters in question between the parties that are not resolved by mediation shall be decided by binding arbitration which, unless the parties mutually agree otherwise, shall be conducted at the Houston, Texas, offices of the American Arbitration Association before a panel of three (3) arbitrators in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for arbitration be made more than one (1) year after the matter on which such demand is based first arose, or after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter is question would be barred by the applicable statute of limitations whichever is less. No claim or defense by CLIENT against PEA Group predicated on an allegation of professional negligence by PEA Group may be asserted unless accompanied by a written opinion by a duly licensed expert in PEA Group's field of expertise setting forth such expert's opinion that, considering all of the facts and circumstances evaluated by such expert, the acts or omissions of PEA Group materially deviated from the applicable industry standard of care. Such a written opinion shall be a condition precedent to filing or otherwise asserting any claim or defense predicated on professional negligence, and CLIENT's failure to include such an opinion with any such claim or defense shall entitle PEA Group to an immediate summary dismissal with prejudice of such claim or defense for failure to state a claim or defense upon which relief may be granted.

No arbitration arising out of or relating to the Project shall include, by consolidation or joinder or in any other manner, PEA Group, PEA Group's employees or consultants, except by written consent containing specific reference to the Agreement and signed by PEA Group, the CLIENT, the contractor and any other person or entity sought to be joined. No arbitration shall include, by consolidation or joinder or in any other manner, parties other than the CLIENT, contractor and other persons substantially involved in a common question of fact or law whose presence is required if complete relief is to be accorded in arbitration. No person or entity other than the CLIENT or the contractor shall be included as an original third party or additional third party to an arbitration whose interest or responsibility is insubstantial. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a claim not described therein or with a person or entity not named or described therein. The foregoing Agreement to arbitrate and other agreement to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

Expense of Litigation – If litigation or arbitration related to the services performed is initiated against PEA Group by the CLIENT, its contractors, or subcontractors, and such proceeding concludes with the entry of a judgment or award favorable to PEA Group, the CLIENT shall reimburse PEA Group its reasonable attorney's fees, reasonable experts' fees, and other expenses related to the proceeding. Such expenses shall include the cost, determined by PEA Group's normal hourly billing rates, of the time devoted to the proceedings by PEA Group's employees.

ARTICLE XIV – SUSPENSION OF WORK. The CLIENT may suspend services performed by PEA Group with cause upon 7 days written notice. PEA Group shall submit an invoice for services up to the effective date of the work suspension and the CLIENT shall pay PEA Group all outstanding invoices within 14 days. If the work suspension exceeds 30 days from the effective work suspension date, PEA Group shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

ARTICLE XV – TERMINATION. The obligation to provide further services under this Agreement may be terminated by either party upon 7-calendar day's written notice. Upon receipt of notice of termination from CLIENT, PEA Group shall immediately cease work and take all reasonable steps to minimize costs relating to termination. In the event of any termination, PEA Group will be paid for all services rendered to the date of termination, all expenses subject to reimbursement hereunder and other reasonable expenses incurred by PEA Group as a result of such termination. In the event PEA Group's compensation under this Agreement is a Fixed Fee/Lump Sum, upon such termination the amount payable to PEA Group for services rendered will be determined using a proportional amount of the total fee based on a ratio of the amount of the work done, as reasonably determined by PEA Group, the total amount of work which was to have been performed, less prior partial payments, if any, which have been made.

ARTICLE XVI – SUCCESSOR, ASSIGNS. This Agreement shall be binding upon the parties and their respective successors and assigns. Neither party shall assign its interest in this Agreement without the prior written consent of the other.

PEA Group shall not be required to sign any documents, no matter by whom requested, that would result in PEA Group's having to certify, guarantee or warrant the existence of conditions whose existence that PEA Group cannot ascertain. CLIENT agrees not to make resolution of any dispute with PEA Group or payment of any amount due to the PEA Group in any way contingent upon PEA Group's signing any such certification.

ARTICLE XVII – SEVERABILITY. Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the CLIENT and PEA Group will work in good faith to replace an invalid provision with one that is valid and as close to the original meaning as possible.

ARTICLE XVIII – APPLICABLE LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan and the party's consent to exclusive jurisdiction of all disputes hereunder in the State of Texas.

ARTICLE XIX – ENTIRE AGREEMENT. CLIENT, by signing the attached Proposal, acknowledges that this Agreement has been read, understands it, and agrees to be bound by its terms. The terms and conditions of this Agreement, together with the PEA Group Proposal (including attachments thereto) and any applicable Addendum, constitute the entire Agreement between the parties and supersede all prior oral or written representations, understandings, and agreements. The CLIENT is expressly prohibited during the term of, and for one year following the expiration or termination of this Agreement, and it will be considered a material breach of this Agreement, to solicit for the purposes of employment an employee of PEA Group without the prior written consent of PEA Group. The parties agree that any purchase orders, work orders, acknowledgments, form agreements or other similar documents delivered to PEA Group shall be null, void and without legal effect to the extent that they conflict with the terms of this Agreement. This Agreement may be amended or modified only by a written instrument signed by both parties. Each person signing the Proposal represents that he or she has full legal authority to bind the parties to the terms and conditions contained in this Agreement.

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: F7

AGENDA SUBJECT: Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location.

By: Miesha Johnson, Community Development Manager

Date Submitted: June 10, 2024

EXHIBITS: Owner's 5th Status Report

BACKGROUND INFORMATION: On January 22, 2024, the City Council conducted a public hearing pursuant to Section 34-253 of the Code, so that the owner or the owner's representatives for the property located at 15830 NW FWY, Jersey Village, Texas 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.

After that hearing, City Council passed ordinance 2024-01, finding the structure at 15830 NW FWY, Jersey Village, Texas 77040 to be substandard and a public nuisance.

Since the passage of the Ordinance, the Owner has submitted reports to City Council by way of updating the Council on the progress being made by the owner on the substandard structure.

In accordance with the ordinance, the owner has since demolished the secondary structure next to the building. Due to recent weather events, the Owner's contractors have postponed subsequent work but is set to begin this week and the first week of July respectively. As of this status report, the owner is still within compliance with the ordinance.

Tonight, the owner submits the 5th update report.

RECOMMENDED ACTION:

MOTION: Discuss and take appropriate action concerning the progress being made by the Owners of the property located at 15830 NW FWY, Jersey Village, Texas to correct the substandard structure at this location.



June 10, 2024

City of Jersey Village, TX
16327 Lakeview Dr
Jersey Village, TX 77040

Ph: (713) 466-2110

**5TH REPORT BY OWNER ON SUBSTANDARD STRUCTURE - 15830 NW FREEWAY -
ORDINANCE 2024-01**

Good Morning Lorri / Miesha / City Council,

Progress Update on our Property,

Secondary structure has been demolished. Repeated storm events to the Houston area the last 3 weeks have delayed our taking the tree down behind the building. Tree contractor is scheduled to try again this week weather permitting. With repeated schedule impacts by weather, our dirtwork contractor is now slated to start the week after 4th of July.

In the meantime, am getting final approvals to commence the 2nd phase of the project.

Have a good week!

Donny Shellenbarger
CL Thomas, Inc / Speedy Stop Food Stores, LLC
361-582-5171 Office



EVERETT MIDDLE SCHOOL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD AT 7:00 PM, FEBRUARY 17, 2024

Jan 30, 2024 at 9:16:51 AM





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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G1

AGENDA SUBJECT: Conduct a Public Hearing for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

Department/Prepared By: Lorri Coody, City Secretary

Date Submitted: June 5, 2024

EXHIBITS: EX A - Public Hearing Notice
EX B – Apex Heritage Properties, LLC Application
EX C – PZ's Review Report
EX D – PH Script

BACKGROUND INFORMATION: Apex Heritage Properties, LLC (Apex) has filed an application requesting amendments to the City's currently adopted Master Thoroughfare Plan, which is included in and made a part of the City's Comprehensive Plan at Chapter 4.

In its application, Apex seeks to remove proposed road segments from the Thoroughfare Plan. The segments to be removed are in close proximity to the property they wish to develop, which is a 16.0194-acre tract located between Fairview Street and Wright Road, West of the intersection of Wright Road and Charles Road. A map of the area is included with the application that identifies the proposed road segments to be removed.

Since the City's Thoroughfare Plan is incorporated into the City's Comprehensive Plan, in order to make an amendment to the Thoroughfare Plan, the City's Comprehensive Plan must be amended. Local Government Code (LGC) Sec. 213.003 provides for amending a City's Comprehensive Plan. Section 213.003 states:

- (a) A comprehensive plan may be adopted or amended by ordinance following:
 - (1) a hearing at which the public is given the opportunity to give testimony and present written evidence; and
 - (2) review by the municipality's planning commission or department, if one exists.
- (b) A municipality may establish, in its charter or by ordinance, procedures for adopting and amending a comprehensive plan.

In satisfying Section 213.003(a)(2), the Planning and Zoning Commission met on June 4, 2024, and conducted a review of Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan. In completing the review, the Commission prepared a Review Report which was received officially by this Council during the Consent Agenda portion of this meeting but is also included with this item for convenience.

This next step in the process is for City Council to conduct a public hearing as required by LGC Section 213.003(a)(1).

RECOMMENDED ACTION: Conduct a Public Hearing for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

NOTICE OF PUBLIC HEARING

NOTICE is hereby given that the City of Jersey Village City Council will conduct a public hearing at 7:00 p.m., Monday, June 17, 2024, at the Civic Center Auditorium, 16327 Lakeview, Jersey Village, Texas, for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

A copy of Apex Heritage Properties, LLC's application, which is the subject of this public hearing as well as a copy of the Planning and Zoning Commission's Review of same, is attached to an made a part of this Notice or may be examined online at https://www.jerseyvillagetx.com/page/city.ags_mins_current_year.

The City of Jersey Village public facilities are wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact ADA Coordinator at (713) 466-2102 or FAX (713) 466-2177 for further information.

Lorri Coody, City Secretary
City of Jersey Village

Posted: June 5, 2024 at 5:00 PM – City website and City Bulletin Board

CITY OF JERSEY VILLAGE - ZONING APPLICATION

Requested Action

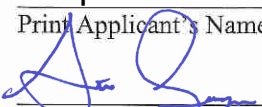
ZONING CHANGE ☒SPECIAL EXCEPTION ☐SPECIFIC USE
PERMIT ☐NON-CONFORMING USE PERMIT
OR SPECIAL DEVELOPMENT PLAN ☐

APPLICANT / OWNER INFORMATION

Applicant: BowmanTelephone: 713-993-0333Address: 1445 North Loop West, Suite 450City/State/Zip: Houston, TX 77008APPLICANT STATUS - CHECK ONE: Owner ☐ Tenant ☐ Prospective Buyer ☐ Appointment of Agent ☒*Property Owner must sign the application or submit a notarized letter of authorization/appointment of agent*Owner: Apex Heritage Properties, LLCTelephone: (713) 240-2999Address: 9821 Katy Fwy, Suite 880City/State/Zip: Houston, TX 77024OWNERSHIP - CHECK ONE: INDIVIDUAL ☐ TRUST ☐ PARTNERSHIP ☐ CORPORATION ☒*If ownership is a trust, partnership, or corporation, name the partners or principals and their addresses/positions on a separate attachment and include a copy of the legal documents establishing signature authority.*Corporate Representative: Steven H. MaddenTelephone: (713) 240-2999Address: 9821 Katy Fwy, Suite 880City/State/Zip: Houston, TX 77024Stephen A. Garza, P.E.Steven H. Madden

Print Applicant's Name (and Title if applicable)

Print Name of Owner or Corporate Representative


Signature of ApplicantSteven H. Madden

Signature of Owner or Corporate Representative

ZONING REQUEST INFORMATION

SITE LOCATION: 16.0194 acres between Fairview St and Wright Rd, West of Intersection of Wright Rd and Charles RdLOT(S) NO(S): 59, portion of 60, 83, 84 BLOCK NO: _____ SIZE OF REQUEST: 16.0194 acresEXISTING ZONING: No Zoning. Located in ETJ PROPOSED ZONING: Request for Thoroughfare Plan AmendmentDESCRIPTION OF REQUEST: Requesting amendments to the currently adopted Master Thoroughfare Plan to remove proposed road segments in proximity to the subject property/development. Please see attached exhibit for proposed road segments that are being requested for removal.

(Please attach detailed map(s) showing proposed changes)

DOCUMENTATION - Please provide the following:

TRAFFIC IMPACT STUDY
SITE MAP
PROPER SIGNATURES
CORRECT LOT & BLOCKINDEX LOCATION ON MAP
PROPER FILING FEE
SURVEY MAPS (Metes & Bounds)
HCAD PROFILE

FILING FEE - \$1,000.00 plus out-of-pocket costs for drafting and review by planner, engineer, attorney and other consultant. The deposit may be adjusted to cover the estimated full costs at these stages: (1) Before the P&Z preliminary report meeting; (2) Before any hearing notices are published, and (3) Before the P&Z final report meeting.

ACCEPTED BY: _____

DATE ACCEPTED: _____

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024



TEXAS CAPITAL BANK, NATIONAL ASSOCIATION

SUBORDINATION, NON-DISTURBANCE
AND ATTORNMENT AGREEMENT

This Subordination, Non-Disturbance And Attornment Agreement ("Agreement") is effective as of August 27, 2021 (the "Effective Date"), among TEXAS CAPITAL BANK, NATIONAL ASSOCIATION ("Bank"), the undersigned tenant ("Tenant") and the undersigned landlord ("Landlord").

WITNESSETH

WHEREAS, Landlord (or Landlord's predecessor in title) and Tenant have entered into that certain Lease Agreement dated as of January 1, 2019 (the "Lease"), covering certain premises more particularly described therein (the "Premises"), located on real property more particularly described in Exhibit A attached to this Agreement and made a part hereof (the "Property"); and

WHEREAS, Bank has loaned to Landlord, and Landlord has borrowed from Bank, a sum of money in excess of \$10.00 (the "Loan") as evidenced by that certain Promissory Note (the "Note"), executed by Landlord, payable to the order of Bank, secured by, among other things, a Deed of Trust (the "Deed of Trust") which creates a lien against the Property, and which has been or will be recorded in the Real Property Records of each County in which any portion of the Property is located; and

WHEREAS, Tenant has requested that Bank agree not to disturb Tenant's possessory rights in the Premises in the event Bank should foreclose the lien of the Deed of Trust, provided that Tenant is not then in default under the Lease, and provided further that Tenant attorns to Bank or the purchaser at any foreclosure sale of the Property;

NOW, THEREFORE, in consideration of the covenants, conditions, provisions and agreements set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Bank and Tenant hereby represent, acknowledge, covenant and agree as follows:

1. **Subordination and Non-Disturbance.** Subject to the terms of this paragraph, Landlord and Tenant agree that the Lease is hereby made, and shall at all times continue to be, subject, subordinate and inferior in each and every respect to the Deed of Trust and to any and all renewals, modifications, extensions, substitutions, replacements and/or consolidations of the Deed of Trust and to all liens, assignments and security interests created thereby. Bank hereby agrees that (a) as long as no default (after any applicable cure periods) by Tenant exists under the Lease, the Lease shall not be terminated, nor shall Tenant's use, possession or enjoyment of the Property in accordance with the Lease, or any of Tenant's rights and privileges under the Lease be diminished or interfered with nor shall any renewal or expansion options under the Lease be impaired in any foreclosure or other action or proceeding pursuant to or in connection with the Deed of Trust or in the event that Bank or any successor-in-interest thereto takes possession of any part of the Property pursuant to such Deed of Trust or otherwise, and (b) Tenant shall not be joined in any such foreclosure or other action or proceeding, unless required by state law provisions. If any part of the Property is acquired by Bank or any successor-in-interest thereto by foreclosure or otherwise, Bank or such successor shall take title to the Property or any part thereof subject to the terms of the Lease and this Agreement, and Tenant's use, enjoyment or occupancy of the Property in accordance with the terms of the Lease shall not be disturbed or otherwise affected except in accordance with the terms of the Lease and this Agreement. As between Bank and Landlord, nothing herein contained shall be deemed or

Real Estate

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(03/01/2011)

8/26/2021 4:56 PM:HARSRM4200742619-6)SND4.docx

CHARTER TITLE COMPANY
1076602100179

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

construed as limiting or restricting the enforcement by Bank of any of the terms, covenants, provisions or remedies of the Deed of Trust, whether or not consistent with the Lease.

2. Attornment. If (a) any proceedings are brought for the foreclosure of the Deed of Trust, (b) the Property (or any part thereof) should be sold pursuant to a trustee's sale, or (c) the Property is conveyed by deed in lieu or assignment in lieu of foreclosure, Tenant shall, if Bank or any successor-in-interest thereto, or the purchaser at such foreclosure sale or under a conveyance in lieu of foreclosure so elects, attorn to Bank or any successor-in-interest thereto, its nominee, or such purchaser, as the case may be, as the landlord under the Lease in accordance with the terms of the Lease, subject to the observance by Bank and any successor-in-interest thereto of the provisions of this Agreement. Such attornment shall be effective and self-operative without the execution of any further instrument on the part of any of the parties hereto. Tenant agrees, however, to execute and deliver at any time, and from time to time, upon the request of Landlord, Bank or of any other holder(s) of any of the indebtedness or other obligations secured by the Deed of Trust or any such nominee or purchaser, any instrument or certificate which, in its sole judgment, Landlord, Bank, such other holder(s), or such nominee or purchaser, as the case may be, deems to be necessary or appropriate in any such foreclosure proceeding or conveyance in lieu of foreclosure or otherwise to evidence such attornment, provided that the rights of Tenant under the Lease shall not be impaired or Tenant's obligations increased, as a result thereof. Upon conveyance of the Property by foreclosure sale, deed in lieu or assignment in lieu of foreclosure, or otherwise, Tenant agrees to have reissued to the Bank as beneficiary, any letter of credit given to the Landlord as security for the Lease.

3. Acknowledgement and Agreement by Tenant. Tenant acknowledges and agrees that:

(a) The existence of the Deed of Trust and the agreements evidencing and securing the Loan;

(b) From and after the date hereof, Tenant will not materially modify or materially amend the Lease without the prior written consent of Bank;

(c) It has notice that all of Landlord's rights under the Lease and the rent and all other sums due under the Lease have been assigned or are to be assigned to Bank as security for the Loan secured by the Deed of Trust. In the event that Bank notifies Tenant of a default under the Deed of Trust and demands that Tenant pay its rent and all other sums due under the Lease to Bank, Tenant shall honor such demand and pay its rent and all other sums due under the Lease directly to Bank or as otherwise required pursuant to such notice without regard to any contrary instructions from Landlord. Prior to the time that Bank shall succeed to the interest of Landlord in the Premises as described in Section 2 above, receipt of such payments by Bank shall not relieve Landlord of its obligations under the Lease, nor operate to make Bank responsible for the performance thereof, and Tenant shall continue to look solely to Landlord for performance of such obligations;

(d) Commencing on the date Tenant receives notice from Bank of a default under the Note, Deed of Trust and/or Loan, Tenant shall thereafter pay and deliver all unpaid rental payments due under the Lease to Bank;

(e) Without Bank's prior written consent, Tenant shall not deliver or pay to Landlord any rent due under the Lease more than one (1) month in advance of the time when the same is due under the terms of the Lease;

(f) It has no right or option of any nature whatsoever, whether pursuant to the Lease or otherwise, to purchase the Premises or the Property, or any portion thereof or any interest therein, and to the extent that Tenant has had, or hereafter acquires, any such right or option, the same is hereby acknowledged to be subject and subordinate to the Deed of Trust and is hereby waived and released as against Bank;

(g) This Agreement satisfies any condition or requirement in the Lease relating to the granting of a nondisturbance agreement; and

(h) Tenant certifies to Bank effective as of the date hereof, to the best of Tenant's knowledge, as follows: (i) the Lease is presently in full force and effect and has not been modified or changed except as disclosed in writing to Bank; (ii) the term of the Lease has commenced, or, if applicable, will commence on the date the Premises are ready for occupancy; (iii) all conditions required under the Lease that could have been satisfied as of the date hereof have been satisfied; (iv) no rent under the Lease has been paid for more than the current rental period established in the Lease; (v) no default exists under the Lease; (vi) Tenant, as of this date, has no charge, lien or claim of offset under the Lease or otherwise against rents or other charges due or to become due thereunder; (vii) the Lease constitutes the entire rental agreement between the parties with respect to the Property, and Bank shall have no liability or responsibility with respect to any security deposit or advance rental deposit made by Tenant which is not delivered to or paid over to Bank; (viii) the only persons or entities in possession of the Premises or having any right to possession or use of the Premises (other than the record owner or holders of recorded easements) are those holding under the Lease or under other documents which have been submitted to Bank; and (ix) Tenant has no right or interest in or under any contract, option or agreement (other than as shown in the Lease or in any documents submitted to Bank) involving the sale or transfer of the Property.

4. No Obligation of Bank. Without limiting Tenant's rights or remedies at law or under the Lease, Tenant agrees that Bank shall have no obligation or incur any liability:

(a) With respect to the erection or completion of the improvements in which the Premises are located or for completion of the Premises or any improvements for Tenant's use and occupancy, either at the commencement of the term of the Lease or upon any renewal or extension thereof, or upon the addition of additional space, pursuant to any expansion rights contained in the Lease;

(b) With respect to any warranties of any nature whatsoever, whether pursuant to the Lease or otherwise; or

(c) Beyond Bank's equity interest, if any, in the Property and insurance proceeds received on account of the Premises, Tenant shall look exclusively to such equity interest of Bank, if any, in the Property and insurance proceeds received on account of the Premises for the payment and discharge of any obligations imposed upon Bank hereunder or under the Lease, and Bank is hereby released and relieved of any other obligations hereunder and under the Lease.

Subject to the foregoing, if Bank succeeds to the interest of Landlord under the Lease, Tenant shall have the same remedies against Bank for the breach of any provision of the Lease as Tenant would or does have against Landlord; provided, however, that Bank shall not (i) be bound by any amendments or material modifications to the Lease made without Bank's consent, which shall not be unreasonably withheld,

conditions, or delayed, or (ii) be liable for any act or omission of Landlord, other than those acts or omissions relating to conditions that require cure in accordance with Landlord's obligations under the Lease, which conditions accrue from and after the date of any such foreclosure or conveyance, or (iii) be subject to the offsets or defenses which Tenant might have against Landlord which have accrued prior to the date on which Bank shall have become the owner of the Property, other than offsets or defenses arising from acts that require cure in accordance with Bank's obligations as the landlord under the Lease and which specifically give rise to express rights of offset under the Lease and which obligations to act accrue from and after the date Bank acquires the Property by foreclosure or otherwise, or (iv) be bound by any rent or additional rent or advance rent which Tenant might have paid more than one (1) month in advance to Landlord or any other party, and all such rent, upon Bank's succession to Landlord's interest under the Lease, shall remain due and owing, notwithstanding such advance payments; or (v) be bound by any security or advance rental deposit made by Tenant which is not delivered or paid over to Bank and with respect to which Tenant shall look solely to Landlord for refund or reimbursement.

Neither Bank nor any other party who shall be included in the definition of Bank hereunder shall have any liability or responsibility under or pursuant to the terms of this Agreement after it ceases to own an interest in or to the Property.

5. Inconsistent Provisions. This Agreement supersedes any inconsistent provision of the Lease.

6. Notices. Any notice, demand or request permitted, required or desired to be given in connection with this Agreement shall be in writing and shall be deemed effective if hand delivered, or if sent by United States certified or registered mail, return receipt requested, postage prepaid, or if sent by private receipted courier guaranteeing same-day or next-day delivery, addressed to the respective party at its address provided below. If sent by U.S. certified mail in accordance with this Section 6, such notices shall be deemed given and received on the earlier of (a) actual receipt at the above specified address of the named addressee, or (b) upon deposit with the United States Postal Service. Notice given by any other means shall be deemed given and received only upon actual receipt at the herein specified address of the named addressee.

7. Time. Time is of the essence in all matters pertaining to the performance of this Agreement.

8. Authority. The parties to this Agreement warrant and represent to one another that they have the power and authority to enter into and perform their respective obligations under this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, estates or firms represented or purported to be represented by such person, and that all formal requirements necessary or required by any state and/or federal law or private agreement in order for the parties to enter into and perform their respective obligations under this Agreement have been fully complied with.

9. Entire Agreement. This Agreement represents the entire agreement between Bank and Tenant regarding the subject matter dealt with herein, and it may not be modified, amended or discharged except by written amendment executed by the party against whom enforcement of such modification, amendment or discharge is sought.

10. Successors and Assigns. The terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their successors and assigns; provided, however, that in the event of the assignment or transfer of the interest of Bank, all obligations and liabilities accruing after such assignment or transfer shall be the responsibility of Bank's transferee, and further provided that the interest of Tenant under this Agreement may not be assigned or transferred without the prior written consent

of Bank, except to an assignee permitted under the Lease, in which case no consent of Bank shall be required.

11. **GOVERNING LAW: VENUE.** THE TERMS, PROVISIONS AND CONDITIONS OF THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. VENUE OF ANY ACTION BROUGHT IN CONNECTION WITH THIS AGREEMENT SHALL BE IN HARRIS COUNTY, TEXAS (TO THE EXCLUSION OF ALL OTHER VENUES), WHERE THIS AGREEMENT IS PERFORMABLE.

12. **Attorney's Fees.** Should any litigation or administrative proceeding be commenced by either of the parties hereto or their representatives, or should either party institute any proceeding in a court which has jurisdiction over any other party hereto or any or all of its property or assets, or should any litigation or proceeding be commenced concerning any provision of this Agreement or the rights and duties of any person or entity in relation thereto, then the party or parties prevailing in such litigation or proceeding shall be entitled, in addition to such other relief as may be granted, to a reasonable sum as and for such prevailing party's attorneys' fees and court costs in such litigation or proceeding, which shall be determined by the court (or presiding official) in such litigation or proceeding or in a separate action brought for that purpose.

13. **Severability.** If any provision of this Agreement shall, for any reason, be held to be violative of any applicable law, and so much of this Agreement is held to be unenforceable, then the invalidity of such specific provision shall not be held to invalidate any other provision of this Agreement, all of which other provisions shall remain in full force and effect.

14. **Headings: Construction.** The headings contained in this Agreement are for reference purposes only and shall not modify or affect this Agreement in any manner whatsoever. Wherever required by the context, any gender shall include any other gender, the singular shall include the plural, and the plural shall include the singular.

15. **Landlord Consent and Approval.** Landlord hereby consents to and approves the terms of this Agreement, including, without limitation, the provisions of paragraph 3(c).

[Signature Page Follows]

**BANK'S SIGNATURE PAGE TO
SUBORDINATION, NON-DISTURBANCE
AND ATTORNMENT AGREEMENT**

EXECUTED as of the Effective Date.

BANK:

TEXAS CAPITAL BANK, NATIONAL ASSOCIATION

By: [Signature]
Name: Tray Mounce
Title: Senior Vice President

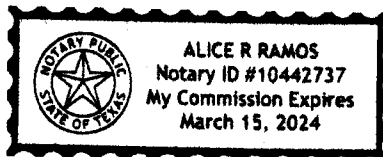
Address for Notices and Deliveries:

1380 Post Oak Blvd., Ste. 100
Houston, TX 77056

THE STATE OF TEXAS

COUNTY OF Harris

This instrument was acknowledged before me on the 27 day of August,
2021, by Tray Mounce, S.V.P. of Texas Capital Bank,
National Association, a national banking association, on behalf of said association.

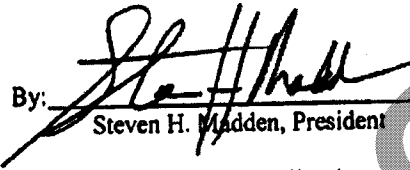


Alice R Ramos
Notary Public, State of Texas

LANDLORD'S SIGNATURE PAGE TO
SUBORDINATION, NON-DISTURBANCE
AND ATTORNMENT AGREEMENT

LANDLORD:

APEX HERITAGE PROPERTIES, LLC

By: 
Steven H. Madden, President

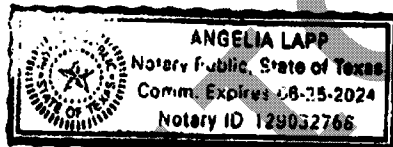
Address for Notices and Deliveries:

9821 Katy Freeway, Suite 880
Houston, Texas 77024

THE STATE OF TEXAS

COUNTY OF Harris

This instrument was acknowledged before me on the 27 day of August,
2021, by Steven H. Madden, President of APEX HERITAGE PROPERTIES, LLC, a Texas limited liability
company, on behalf of said company.




Notary Public, State of Texas

TENANT'S SIGNATURE PAGE TO
SUBORDINATION, NON-DISTURBANCE
AND ATTORNMENT AGREEMENT

TENANT:

ASHBURN INDUSTRIES, INC.

By: [Signature]

Name: Steven H. Madden

Title: CEO

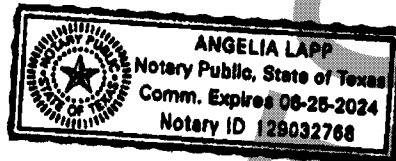
Address for Notices and Deliveries:

9821 Katy Freeway, Suite 880
Houston, Texas 77024

THE STATE OF Texas §

COUNTY OF Harris §

This instrument was acknowledged before me on the 27 day of August,
2021, by Steven H. Madden CEO of
ASHBURN INDUSTRIES, INC., a Texas corporation, on behalf of said corporation.



[Signature]
Notary Public, State of Texas

EXHIBIT A

PROPERTY DESCRIPTION

[FOLLOWS THIS COVER PAGE]

UNOFFICIAL COPY

EXHIBIT A

TRACT I:

Fieldnotes for a 6.0097 acres of land being all of Lot 59 and a portion of Lot 60 of Fairview Gardens, a subdivision out of the J. Taylor survey, the J.M. Dement Survey, and the D.E. Smith Survey in Harris County, Texas according to the map or plat thereof recorded in Volume 10, Page 46 of the Map Records of Harris County, being that same tract of land conveyed to Margaret Dulaney, as described in distribution deed recorded under County Clerk's File No. 20080392976 of the Real Property Records of Harris County, and being out of and a part of that certain (called) 10 acre tract of land conveyed to Bobby Dee Dulaney and wife, Margaret M. Dulaney, as described in deed recorded in Volume 3521, Page 469 of the Deed Records of Harris County, said 6.0097 acres of land being more particularly described by metes and bounds as follows:

BEGINNING at a 5/8 inch steel rod found in the West line of Wright Road, based on a 60 foot right-of-way, marking the Southeast corner of said Lot 59 and the herein described tract, said point also being the Northeast corner of adjacent Lot 58 of said Fairview Gardens and that certain 4.97 acre tract of land conveyed to Fred M. Saunders, Trustee, as described in deed recorded under County Clerk's File No. T026110 of the said Real Property Records;

Thence, West, 780.00 feet with the North line of said Lot 58 and the said 4.97 acre tract, and with the South line of said Lot 59 to a 5/8 inch steel rod found marking the Southwest corner of said Lot 59 and the herein described tract, said point being the Northwest corner of the said 4.97 acre tract and said Lot 58, said point also being the common Northeast corner of adjacent Lot 85 and the Southeast corner of adjacent Lot 84 of said Fairview Gardens;

Thence, North with the East line of said Lot 84 and the West line of said Lot 59, at 279.5 feet passing the Northeast corner of said Lot 84 and the Northwest corner of said Lot 59, said point also being the Southwest corner of said Lot 60 and the Southeast corner of adjacent Lot 83 of said Fairview Gardens, and continuing with the East line of said Lot 83 and the West line of said Lot 60 in all, a total distance of 335.62 feet to a 5/8 inch steel rod found marking the Northwest corner of the herein described tract, said point also being the Southwest corner of Lot 60A of a partial replat of Fairview Gardens, according to the map or plat thereof recorded under Film Code No. 458017 of the said Map Records, and that certain 5.5872 acre tract of land conveyed to Apex Heritage Properties, LLC, as described in deed recorded under County Clerk's File No. 20080009807 of the said Real Property Records;

Thence, East, 780.00 feet with the South line of said Lot 60A to a 5/8 inch steel rod set in the West line of said Wright Road and the East line of said Lot 60 for the Northeast corner of the herein described tract, said point also being the Southeast corner of said Lot 60A and the said 5.5872 acre tract, from which point, a found 5/8 inch steel rod bears South 10003' West, 0.74 feet;

Thence, South with the East line of said Lot 60 and the West line of said Wright Road, at 56.12 feet passing the Southeast corner of said Lot 60 and the Northeast corner of said Lot 59, and continuing with the East line of said Lot 59 in all, a total distance of 335.62 feet to the PLACE OF BEGINNING and containing 6.0097 acres or 261,784 square feet of land, more or less.

TRACT II:

Being a tract of land containing 5.5872 acres, more or less, being all of Fairview Gardens Lot 60A and 61A, a subdivision in Harris County, Texas, according to the map or plat thereof recorded in Film Code No. 458017 of the Map Records of Harris County, Texas.

TRACT III:

PARCEL 1:

2.921 acres of land situated in the D. E. Smith Survey, Abstract Number 716, Harris County, Texas, being that certain called 2.8856 acres of land described in the deed and recorded in the Official Public Records of Real

EXHIBIT A

(Continued)

Property of Harris County, Texas under County Clerk's File Number 20080597459, also being a portion of that certain Lot 61 of Fairview Gardens, a subdivision as shown on map or plat recorded under Volume 10, -Page 46 of the Map Records of Harris County, Texas, said 2.921 acres of land being more particularly described by metes and bounds as follows:

BEGINNING at a Nail in asphalt found in the Westerly right-of-way line of Wright Road (60 foot right-of-way), for the Southeasterly corner of that certain called 3.0038 acres of land described in deed and recorded in the Official Public Records of Real Property of Harris County, Texas, under County Clerk's File Number 20140069379 and being the Northeasterly corner of said 2.8856 acre tract;

THENCE, S 02° 26' 29" E, along the Westerly right-of-way line of said Wright Road, a distance of 32.57 feet to a 5/8 inch iron rod with cap set for the Northeasterly corner of that certain Lot 61A of Fairview Gardens Lot 60A and 61A, a subdivision as shown on map or plat recorded under Film Code Number 458017 of the Map Records of Harris County, Texas, from which a found 5/8 inch iron rod bears N 10°34'13" W, 1.03 feet;

THENCE, S 87°33'31" E, along the Northerly line of said Lot 61A, a distance of 315.00 feet to a 5/8 inch iron rod with cap set for the Northwesterly corner of said Lot 61A, from which a found 5/8 inch iron rod bears N 83°21'52" W, 4.83 feet;

THENCE, S 02°26'29" E, along the Westerly line of said Lot 61A, a distance of 219.50 feet to a 5/8 inch iron rod with cap set in the Northerly line of that certain Lot 60A of said Fairview Gardens Lot 60A and 61A, for the Southwesterly corner of the said Lot 61A, from which a found 5/8 inch iron rod bears S 85°00'23" W, 4.93 feet;

THENCE, S 87°33'31" W, along the Northerly line of said Lot 60A, a distance of 465.00 feet to a 5/8 inch iron rod with cap set for the Northwesterly corner of the said Lot 60A;

THENCE, N 02°26'29" W, along the Easterly line of that certain Lot 82 of Fairview Gardens, a distance of 251.49 feet to a 5/8 inch iron rod with cap set for the Southwesterly corner of the said 3.0038 acre tract, from which a found 1 inch iron pipe bears N 02°56'25" W, 28.65 feet;

THENCE, N 87°30'56" E, along the Southerly line of the said 3.0038 acre tract, a distance of 780.00 feet to the POINT OF BEGINNING and containing 2.921 acres of land., more or less.

PARCEL B:

Easement Estate created in that certain Declaration of Covenants, filed for record on December 12, 2008, under Clerk's File No. 20080597458 of the Official Public Records of Real Property of HARRIS County, Texas.

TRACT IV:

Fieldnotes for 10.0096 acres of land out of the D. E. Smith Survey, Abstract No. 716, in Harris County, Texas, being Lots 83 and 84 of Fairview Gardens, the map or plat thereof recorded in Volume 10, Page 46 of the Map Records of Harris County, and being that same tract of land conveyed to W. L. Gordon, as described in deed recorded under County Clerk's File No. D838680 of the Real Property Records of Harris County, Texas and later conveyed to Marie Gordon and Shirley May Houston, as described in instrument recorded under County Clerk's File No. R083129 of the said Real Property Records, said 10.0096 acres of land being more particularly described by metes and bounds as follows:

BEGINNING at a 1 inch steel pipe (control monument) found in the East line of Fairview Drive, based on a 50 foot right-of-way, marking the Northwest corner of said Lot 83 and the herein described tract, said point also being the Southwest corner of adjacent Lot 82 of said Fairview Gardens and that certain tract of land conveyed to Jon Patrick Henry Trust, as described in deed recorded under County Clerk's File No. R417608 of the said Real Property Records;

EXHIBIT A

(Continued)

Thence, East, 780.00 feet with the South line of said Lot 82 and the North line of said Lot 83 to a 5/8 inch steel rod with cap set for the Northeast corner of said Lot 83 and the herein described tract, said point being the Southeast corner of said Lot 82, said point also being the Southwest corner of adjacent Lot 61 and the Northwest corner of adjacent Lot 60 of said Fairview Gardens;

Thence, South with the West line of said Lot 60 and the East line of said Lot 83, at 279.50 feet passing the southeast corner of said Lot 83, the Southwest corner of said Lot 60, the Northeast corner of said Lot 84 and the adjacent Northwest corner of Lot 59 of said Fairview Gardens, and continuing with the West line of said Lot 59 and the East line of said Lot 84 in all, a total distance of 559.00 feet to a 5/8 inch steel rod found marking the Southeast corner of said Lot 84 and the herein described tract, said point being the Southwest corner of said Lot 59, said point also being the Northwest corner of adjacent Lot 58 and the Northeast corner of adjacent Lot 85 of said Fairview Gardens;

Thence, West, 780.00 feet with the North line of said Lot 85 and the South line of said Lot 84 to a 5/8 inch steel rod with cap set in the East line of said Fairview Drive for the Southwest corner of said Lot 84 and the herein described tract, said point also being the Northwest corner of said Lot 85;

Thence, North with the East line of said Fairview Drive and the West line of said Lot 84, at 279.50 feet passing the Northwest corner of said Lot 84 and the Southwest corner of said Lot 83, and continuing with the West line of said Lot 83 in all, a total distance of 559.00 feet to the PLACE OF BEGINNING and containing 10.0096 acres or 436,020 square feet of land, more or less.

RP-2022-168659
Pages 13
03/30/2022 02:37 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$62.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.
THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS



CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION REVIEW REPORT

The Planning and Zoning Commission met on June 4, 2024, and conducted a review of Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan.

Apex Heritage Properties, LLC is seeking to remove proposed road segments from the Thoroughfare Plan. The segments to be removed are in close proximity to the property they wish to develop, which is a 16.0194-acre tract located between Fairview Street and Wright Road, West of the intersection of Wright Road and Charles Road.

Since the City's Thoroughfare Plan is incorporated into the City's Comprehensive Plan, in order to make an amendment to the Thoroughfare Plan, the City's Comprehensive Plan must be amended. Local Government Code (LGC) Sec. 213.003 provides for amending a City's Comprehensive Plan.

This review satisfies LGC Section 213.003(a)(2), which requires the Planning and Zoning Commission to conduct this review. In making the review, the Planning and Zoning Commission confirms its review to the Jersey Village City Council and

_____ recommends approval of the amendments.

 x does not recommend approval of the amendments.

Respectfully submitted, this 4th day of June 2024.

s/Rick Faircloth, Chairman

ATTEST:

s/Lorri Coody, City Secretary



MAYOR

Script for Public Hearing on June 17, 2024

Announce the Item on the Council Agenda - then:

CONFIRM THAT ALL POSTING REQUIREMENTS HAVE BEEN MET then say:

I now call to order this public hearing at _____ p.m. for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan. Everyone desiring to speak should complete a public hearing comment card and present the card to the City Secretary. Each speaker will be given 5 minutes to present their evidence.

(Call the first person signing up to speak).

(After everyone has spoken . . . or if no one desires to speak, finish the meeting with the following)

There being no one (else) desiring to speak, I now close this public hearing on concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan at _____ p.m.

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G2

AGENDA SUBJECT: Consider Ordinance 2024-17, amending the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan by removing certain road segments located between Fairview Street and Wright Road, west of the intersection of Wright Road and Charles Road.

Department/Prepared By: Lorri Coody, City Secretary

Date Submitted: June 5, 2024

EXHIBITS: Ordinance 2024-17
EX A – Map of removed Streets from Thoroughfare Plan

BACKGROUND INFORMATION: Apex Heritage Properties, LLC (Apex) has filed an application requesting amendments to the City's currently adopted Master Thoroughfare Plan, which is included in and made a part of the City's Comprehensive Plan at Chapter 4.

In its application, Apex seeks to remove proposed road segments from the Thoroughfare Plan. The segments to be removed are in close proximity to the property they wish to develop, which is a 16.0194-acre tract located between Fairview Street and Wright Road, West of the intersection of Wright Road and Charles Road. A map of the area is included with the application that identifies the proposed road segments to be removed.

Since the City's Thoroughfare Plan is incorporated into the City's Comprehensive Plan, in order to make an amendment to the Thoroughfare Plan, the City's Comprehensive Plan must be amended. Local Government Code (LGC) Sec. 213.003 provides for amending a City's Comprehensive Plan. Section 213.003 states:

- (a) A comprehensive plan may be adopted or amended by ordinance following:
 - (1) a hearing at which the public is given the opportunity to give testimony and present written evidence; and
 - (2) review by the municipality's planning commission or department, if one exists.
- (b) A municipality may establish, in its charter or by ordinance, procedures for adopting and amending a comprehensive plan.

In satisfying Section 213.003(a)(2), the Planning and Zoning Commission met on June 4, 2024, and conducted a review of Apex Heritage Properties, LLC's request to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan. In completing the review, the Commission prepared a Review Report which was received officially by this Council during the Consent Agenda portion of this meeting. The Commission recommended that City Council make NO amendments to the City's 2020 Comprehensive Plan.

In satisfying Section 213.003(a)(1), City Council conducted a public hearing for the purpose of giving the public the opportunity to give testimony and present written evidence concerning the request of Apex Heritage Properties, LLC to amend the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan on June 17, 2024.

RECOMMENDED ACTION: This item is for City Council to consider Ordinance 2024-17, amending the City of Jersey Village's 2020 Comprehensive Plan at Chapter 4 concerning the City's Thoroughfare Plan by removing certain road segments located between Fairview Street and Wright Road, west of the intersection of Wright Road and Charles Road.

ORDINANCE NO. 2024-17

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CITY OF JERSEY VILLAGE'S 2020 COMPREHENSIVE PLAN AT CHAPTER 4 CONCERNING THE CITY'S THOROUGHFARE PLAN BY REMOVING CERTAIN ROAD SEGMENTS LOCATED BETWEEN FAIRVIEW STREET AND WRIGHT ROAD, WEST OF THE INTERSECTION OF WRIGHT ROAD AND CHARLES ROAD.

WHEREAS, the City of Jersey Village desires to amend Chapter 4 of the City's Comprehensive Plan in order to remove certain road segments that are located between Fairview Street and Wright Road, and west of the intersection of Wright Road and Charles Road from the City's Thoroughfare Plan; and

WHEREAS, all steps required by Texas Local Government Code, Section 213.003 concerning amendments to the City's Comprehensive Plan have been satisfied; and

WHEREAS, the City Council conducted a public hearing on June 17, 2024, in order to give the public an opportunity to give testimony and present written evidence concerning amendments to the City's Comprehensive Plan; and

WHEREAS, the City Council now finds that the adoption and approval amendments to the Comprehensive Plan will promote the health, safety and welfare of the residents of the City of Jersey Village; **NOW THEREFORE**,

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

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The Comprehensive Plan is hereby amended at Chapter 4 concerning the City's Thoroughfare Plan by removing certain road segments located between Fairview Street and Wright Road, and west of the intersection of Wright Road and Charles Road as is more specifically detailed in the attached Exhibit A, which is made a part of this Ordinance.

Section 3. It is hereby officially found and determined that the meeting at which this Ordinance is passed was duly noticed and has been open to the public as required by law.

Section 4. **Repeal.** All other ordinances or parts of ordinances in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed.

Section 5. **Severability.** In the event any section, paragraph, subdivision, 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, 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, or whether there be one or more parts.

Section 6. **Effective Date.** This ordinance shall be in full force and effect from and after its passage.

PASSED, APPROVED, AND ADOPTED this 17th day of June 2024.

ATTEST:

Bobby Warren, Mayor

Lorri Coody, City Secretary





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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G3

AGENDA SUBJECT: Consider Resolution No. 2024-50, granting B & C Entertainment, LLC d/b/a Comedy Sportz a variance from Section 6-5 of the City of Jersey Village Code of Ordinances to allow the sale of alcoholic beverages within three hundred feet (300') of a church.

Dept./Prepared By: Lorri Coody, City Secretary

Date Submitted: May 30, 2024

EXHIBITS: Resolution No. 2024-50
EX A – Variance Request with Support Documentation
Comedy Sportz – Alcoholic Beverage Application

BACKGROUND INFORMATION:

B & C Entertainment, LLC d/b/a Comedy Sportz (Comedy Sportz), has submitted a Texas Alcoholic Beverage Commission application for a Mixed Beverage Permit with subordinates of a Food and Beverage Certificate and Late Hours Certificate. They identify the business type as a Restaurant to be located at 8301 Jones Road, Suite 160, Jersey Village, Texas.

8301 Jones Road, Suite 160 is located within 300 feet of Hope Church.

The City's Code of Ordinance at Sec. 6-5 (a) states: "It shall be unlawful for any dealer to sell alcoholic beverages within the corporate limits of the city where the place of business of such dealer is within 300 feet of any church, school or hospital."

Because Comedy Sportz is to be located within 300 feet of Hope Church, the City Secretary is unable to complete the on-premises certifications required by the Texas Alcoholic Beverage Commission, resulting in the halting of the Comedy Sportz application for this location.

Nonetheless, the Texas Alcoholic Beverage Commission provides an exception to the 300-foot requirement as follows:

Texas Alcoholic Beverage Code

Sec. 109.33. SALES NEAR SCHOOL, CHURCH, OR HOSPITAL.

(a) The ... governing board of an incorporated city or town may enact regulations applicable in the city or town, prohibiting the sale of alcoholic beverages by a dealer whose place of business is within:

(1) 300 feet of a church, public or private school, or public hospital;

...

(e) **The ... governing board of a city** or town that has enacted a regulation under Subsection (a) of this section **may also allow variances to the regulation** if the ... governing body determines that enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, is not effective or necessary, or for any other reason the ... governing board, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

In light of Section 109.33(e), Comedy Sportz has requested that City Council consider approving a variance to the 300-foot distance requirement and allow Comedy Sportz to be located at 8301 Jones Road, Suite 160 which is within 300 feet of Hope Church. In support of their request, Comedy Sportz submits Exhibit K – Alcohol Sale and Consumption Consent Letter, which is Hope Church’s consent to the sale and consumption of alcohol. Exhibit K is a part of Hope Church’s lease with Texas SN Jersey Village, LLC the landlord for the property located at 8301 Jones Road.

RECOMMENDED ACTION:

MOTION: To approve Resolution No. 2024-50, granting B & C Entertainment, LLC d/b/a Comedy Sportz a variance from Section 6-5 of the City of Jersey Village Code of Ordinances to allow the sale of alcoholic beverages within three hundred feet (300’) of a church.

RESOLUTION NO. 2024-50

A RESOLUTION OF THE CITY OF JERSEY VILLAGE, TEXAS, GRANTING B&C ENTERTAINMENT, LLC D/B/A COMEDY SPORTZ A VARIANCE FROM SECTION 6-5 OF THE CITY OF JERSEY VILLAGE CODE OF ORDINANCES TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES WITHIN THREE HUNDRED FEET (300') OF A CHURCH.

WHEREAS, B&C Entertainment, LLC d/b/a Comedy Sportz ("Comedy Sportz"), has submitted a Texas Alcoholic Beverage Commission application for a Mixed Beverage Permit with subordinates of a Food and Beverage Certificate and Late Hours Certificate for a restaurant to be located at 8301 Jones Road, Suite 160, Jersey Village, Texas (the "Site"); and

WHEREAS, the City of Jersey Village Code of Ordinances (the "Code"), in Section 6-5, provides a distance requirement related to alcoholic beverages that prohibits the sale of alcoholic beverages within three hundred feet (300') of a church; and

WHEREAS, the Site is located within three hundred feet (300') of Hope Church; and

WHEREAS, Section 109.33(e) of the Texas Alcoholic Beverage Code allows the City Council (the "Council") of the City of Jersey Village (the "City") to grant a variance to the distance requirement of Section 6-5 of the Code under certain circumstances, and Comedy Sportz has requested that the Council grant a variance for its proposed restaurant at the Site; and

WHEREAS, the Council, after considering the variance request of Comedy Sportz and the supporting documentation for the variance, both of which are attached to this Resolution as "Exhibit A", desires to approve said variance; and **NOW THEREFORE**,

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

SECTION 1. THAT, the Recitals and Exhibits to this Resolution are found to be true and correct and are incorporated herein for all intents and purposes.

SECTION 2. THAT, the enforcement of Section 6-5 of the Code, as it applies to Comedy Sportz's proposed restaurant at the Site, is, among other things: not in the best interest of the public; creates an undue hardship on Comedy Sportz for its license or permit; does not serve its intended purpose; and, is not effective or necessary after consideration of the health, safety, and welfare of the public and the equities of the situation.

SECTION 3. THAT, the request of Comedy Sportz for a variance to Section 6-5 of the Code for the proposed restaurant at the Site is granted for all intents and purposes, and the City Secretary, or designee, is authorized to execute any and all documents related to the variance for the purpose of effectuating the purpose of this Resolution and to

complete the on-premises certifications required by the Texas Alcoholic Beverage Commission for the application of Comedy Sportz at the Site.

PASSED AND APPROVED this the 17th day of June 2024.

ATTEST:

Bobby Warren, Mayor

Lorri Coody, City Secretary



EXHIBIT A – Variance Request & Supporting Documentation

Lorri Coody

From: Isabelle Varlan <ivarlan@vanhuff.com>
Sent: Wednesday, May 29, 2024 4:44 PM
To: Lorri Coody
Cc: Pruitt Justin (jpruitt@olsonllp.com)
Subject: RE: Alcoholic Beverage Application - Comedy Sportz - 8301 Jones Road, Suite 160
Attachments: EXHIBIT K.pdf

Good afternoon Lorri,

I spoke to Justin yesterday regarding the variance option. B & C Entertainment, LLC would like to move forward with this process. I would like to request a variance from the City's distance requirement as an item on the upcoming agenda. Attached is the Exhibit to the lease agreement entered into between the landlord and Hope Church. Please let me know if you need anything further.

Thank you,
Isabelle

Isabelle D. Varlan
Monshaugen & Van Huff, P.C.
1225 North Loop West, Suite 640
Houston, Texas 77008
(713) 880-2992
ivarlan@vanhuff.com

From: Lorri Coody <lcoody@jerseyvillagetx.com>
Sent: Tuesday, May 21, 2024 3:59 PM
To: Isabelle Varlan <ivarlan@vanhuff.com>
Cc: Pruitt Justin (jpruitt@olsonllp.com) <jpruitt@olsonllp.com>; Joe Newton <jnewton@bbgcode.com>; Austin Bleess <ableess@jerseyvillagetx.com>
Subject: RE: Alcoholic Beverage Application - Comedy Sportz - 8301 Jones Road, Suite 160

Isabelle:

Thank you for your email. In receiving same, I contacted the Building Official and learned that when Hope Church signed a lease for the space they occupy, the lease states something about the possibility of others leasing within the strip center selling alcohol. Nonetheless, I have not personally seen the lease or what it specifically states.

Regardless of the contents of the lease concerning the sale of alcohol, the City prohibits the issuance of this type of permit for an establishment within 300' of a church. You can request a variance from the distance requirement from the Council. If you want to request a variance, then we can work with you concerning the variance fee and to get your request on a future Council Agenda. Our next City Council Meeting is June 17, 2024.

I will not be able to process my part on the State alcoholic beverage application without the variance from City Council.

If you should have any further questions concerning the variance, please address same to the City Attorney, Justin Pruitt at jpruitt@olsonllp.com.

Thanks Lorri

Lorri Coody, TRMC

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

From: Isabelle Varlan <ivarlan@vanhuff.com>
Sent: Tuesday, May 21, 2024 2:51 PM
To: Lorri Coody <lcoody@jerseyvillagetx.com>
Subject: RE: Alcoholic Beverage Application - Comedy Sportz - 8301 Jones Road, Suite 160

Hi Ms. Coody,

I just heard from the applicant that the City has approved the location. I was wondering what the instructions are for picking up the sealed certification—I can provide a self-addressed FedEx or USPS envelope, or I can have a runner pick up the application, whatever your office prefers.

Thank you!
Isabelle

Isabelle D. Varlan
Monshaugen & Van Huff, P.C.
1225 North Loop West, Suite 640
Houston, Texas 77008
(713) 880-2992

ivarlant@vanhuff.com

From: Lorri Coody <lcoody@jerseyvillagetx.com>
Sent: Friday, April 26, 2024 9:29 AM
To: Isabelle Varlan <ivarlant@vanhuff.com>
Subject: Alcoholic Beverage Application - Comedy Sportz - 8301 Jones Road, Suite 160

Ms. Varlan:

I have received an application for alcoholic beverages for a new business called Comedy Sportz located at 8301 Jones Road, Suite 160 in Jersey Village, Texas.

Upon receiving same, I forwarded the application to our Building Official in order to determine if it meets City requirements. It was reported back to me that the proposed location is within 300 feet of Hope Church. Accordingly, the City prohibits that type of permit to be issued for an establishment within 300' of a church. You can request a variance from the distance requirement from the Council. If you want to request a variance, then we can work with you concerning the variance fee and to get your request on a future Council Agenda.

In the meantime, I have received an email from your client. The email and my response is attached.

Please let me know if you want to pursue the variance. 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

EXHIBIT K**Alcohol Sale and Consumption Consent Letter****TENANT CONSENT TO THE SALE AND COMSUMPTION OF ALCOHOL**

April 9, 2024

Texas SN Jersey Village, LLC
606 Frey Street
Boerne, Texas 78006
Attn: James Schuepbach

RE: Lease Agreement dated effective May 13, 2022 (the "Lease") by and between Texas SN Jersey Village, LLC ("Landlord") and Hope Church Houston ("Tenant") concerning certain premises located at 8301 Jones Road, Ste. 170, Jersey Village, Texas, 77065 (the "Leased Premises") in the building located at 8301 Jones Road, Jersey Village, Texas, 77065 (the "Project"), otherwise known as The Village 290.

To Whom It May Concern:

1. Tenant hereby consents to the sale of alcohol within the Project for the consumption thereof onsite of the Project or for the consumption thereof offsite of the Project, such consent to never be withdrawn or terminated throughout the term of the Lease.
2. Tenant hereby consents to the consumption of alcohol within the Project, such consent to never be withdrawn or terminated throughout the term of the Lease.
3. Tenant further authorizes that this letter be used and relied upon by the Texas Alcoholic Beverage Commission ("TABC") and any other governmental or quasigovernmental authorities (the "Authorities") having jurisdiction thereover with respect to their approval or permitting of the sale or consumption of alcohol at the Project with respect to any other tenants therein. Further, Tenant agrees to do all things necessary to or required by the Authorities in order to effectuate this consent, including signing such forms promulgated by the Authorities for the purposes hereof. Finally, Tenant may be contacted at the Leased Premises with respect to any further inquiries or requests by the Authorities.

HOPE CHURCH HOUSTON,
A Texas nonprofit corporation

By: _____

Name: Jordan Ward

Title: Staff Pastor

MONSHAUGEN & VAN HUFF, P.C.

Attorneys at Law
1225 North Loop West, Suite 640
Houston, Texas 77008
Tel. (713) 880-2992 - Fax (713) 880-5297

April 15, 2024

Via FedEx 8177 4497 7516

City of Jersey Village
Attn: Lorri Coody
16327 Lakeview Drive
Jersey Village, Texas 77040

Re: Texas Alcoholic Beverage Commission Required Certification for B & C
Entertainment, LLC d/b/a Comedy Sportz

Dear Ms. Coody:

Enclosed is a Texas Alcoholic Beverage Commission Required Certification for B & C Entertainment, LLC d/b/a Comedy Sportz, along with a self-addressed and stamped FedEx envelope to be mailed upon your return.

If you have any questions or concerns, my email is ivarlant@vanhuff.com.

Thank you for your attention.

Kind Regards,



Isabelle D. Varlan

Enclosures

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024



**TEXAS ALCOHOLIC
BEVERAGE COMMISSION**
Texans Helping Businesses & Protecting Communities

MONSHAUGEN & VAN HUFF, P.C.
(713) 880-2992

**Required
Certifications**

Join TABC in the fight against human trafficking

L-CERT (7/2022)

Submit this form to the proper officials to obtain certification for the type of license/permit for which you are applying as required by TX Alc. Bev. Code, Sections 11.37, 11.39, 11.46(b), 61.37, 61.38, 61.42 and Rule §33.13. This Required Certifications form must be submitted with your Initial Application form.
Contact your local TABC office for assistance.

LOCATION INFORMATION

1. Trade Name of Location (Name of restaurant, bar, store, etc.) Comedy Sportz			
2. Owner of Business/Applicant (Name of Corporation, LLC, etc.) B & C Entertainment, LLC			
3. Type of Owner <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Other: _____			
4. Location Address 8301 Jones Road, Suite 160			
City Jersey Village		County Harris	State TX Zip Code 77065
5. Mailing Address 7941 Katy Fwy #750			
City Houston		County Harris	State TX Zip Code 77024
6. Business Telephone Number		Alternate Telephone Number 713-880-2992	E-mail Address ivarlan@vanhuff.com
7. Application for:			
<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Reinstatement	License/Permit Number	<input type="checkbox"/> Reinstatement and Change of Trade Name
	<input type="checkbox"/> Change of Location	License/Permit Number	<input type="checkbox"/> Change of Location and Trade Name
8A. Type of Off-Premise Retailer License/Permit:			
<input type="checkbox"/> BF Retail Dealer's Off-Premise License	<input type="checkbox"/> E Local Cartage Permit	<input type="checkbox"/> P Package Store Permit	
<input type="checkbox"/> BQ Wine and Malt Beverage Retail Dealer's Off-Premise Permit	<input type="checkbox"/> ET Third-Party Local Cartage Permit	<input type="checkbox"/> Q Wine Only Package Store	
<input type="checkbox"/> LP Local Distributor's Permit			
8B. Type of On-Premise Retailer License/Permit			
<input type="checkbox"/> BE Retail Dealer's On-Premise License	<input type="checkbox"/> E Local Cartage Permit	<input checked="" type="checkbox"/> MB Mixed Beverage	
<input type="checkbox"/> BG Wine and Malt Beverage Retail Dealer's On-Premise Permit	<input checked="" type="checkbox"/> FB Food and Beverage Certificate	<input type="checkbox"/> WP Waterpark Permit	
<input type="checkbox"/> BP Brewpub License	<input checked="" type="checkbox"/> LH Late Hours Certificate		
8C. Type of Wholesaler's, Distributor's, or Manufacturer's License/Permit			
<input type="checkbox"/> BB General Distributor's License	<input type="checkbox"/> D Distillers and Rectifiers Permit - allows on-premise consumption	<input type="checkbox"/> S Nonresident Seller's Permit	
<input type="checkbox"/> BC Branch Distributor's License	<input type="checkbox"/> DS Out-of-State Winery Direct Shipper's Permit	<input type="checkbox"/> SD Brewer's Self-Distribution License	
<input type="checkbox"/> BN Nonresident Brewer's License	<input type="checkbox"/> G Winery - allows on-premise consumption	<input type="checkbox"/> W Wholesaler's Permit	
<input type="checkbox"/> BW Brewer's License	<input type="checkbox"/> J Bonded Warehouse	<input type="checkbox"/> X General Class B Wholesaler Permit	
<input type="checkbox"/> JD Bonded Warehouse (Dry Area)			
9. For On or OFF-Premise Applicants, Indicate Primary Business Type at this Location			
<input type="checkbox"/> Bar	<input type="checkbox"/> Grocery/Market	<input type="checkbox"/> Package Store	<input type="checkbox"/> Sexually Oriented
<input type="checkbox"/> Civic Center	<input type="checkbox"/> Hotel	<input type="checkbox"/> Public Entertainment Fac. (PEF as defined in Sec. 108.73)	<input type="checkbox"/> Sporting Arena
<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Motel	<input type="checkbox"/> Racetrack	
<input type="checkbox"/> Delivery Company	<input type="checkbox"/> Movie Theater	<input checked="" type="checkbox"/> Restaurant	

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Trade Name: _____ Comedy Sportz _____

Location Address: 8301 Jones Road, Suite 160

City: Jersey Village

County: Harris

Off-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the city secretary...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary: P, Q, BF, BQ

TX Alc. Bev. Code, Section 11.37 & 61.37

☐ CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought as the place of business is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> BF	The legal sale of malt beverages for off-premise consumption only <input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume
<input type="checkbox"/> BF, BQ, Q	The legal sale of malt beverages and wine for off-premise consumption only
<input type="checkbox"/> BF, BQ, Q, P	The legal sale of all alcoholic beverages for off-premise consumption only

OR

☐ I hereby refuse on this _____ day of _____, 20____, to certify this location.

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

On-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the city secretary...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary (FOR MB, MB/FB, BG, BG/FB, BE, & BE/FB)

TX Alc. Bev. Code, Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> MB	Mixed Beverage Permit
<input type="checkbox"/> MB/FB	Mixed Beverage Restaurant Permit with required Food and Beverage Certificate
<input type="checkbox"/> BG*	Wine and Malt Beverage Retail Dealer's On-Premise Permit
<input type="checkbox"/> BG/FB*	Wine and Malt Beverage Retail Dealer's On-Premise Permit with required Food and Beverage Certificate
<input type="checkbox"/> BE*	Retail Dealer's On-Premise License
<input type="checkbox"/> BE/FB*	Retail Dealer's On-Premise License with required Food and Beverage Certificate
*Mark box on right for BE and/or BE/FB	<input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume
*Mark box on right for any of the following license or permit types BG, BG/FB BE, BE/FB	Election for given location was held for: <input type="checkbox"/> legal sale of malt beverage/wine (17%) on-premise AFTER Sept. 1, 1999 OR <input type="checkbox"/> legal sale of malt beverage/wine (14%) on-premise BEFORE Sept. 1, 1999

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certification for Late Hours Certificate (LH)

TX Alc. Bev. Code, Chapters 29 & 70 et seq.

I hereby certify on this _____ day of _____, 20____, that one of the below is correct:

<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of <i>mixed beverages</i> between midnight and 2:00 A.M.;
OR	
<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of <i>malt beverage</i> between midnight and _____ A.M.;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 500,000 or more according to the 24 th Decennial Census of the United States as released by the Bureau of the Census on April 1, 2020;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2020).

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Trade Name: Comedy Sportz

Location Address: 8301 Jones Road, Suite 160

City: Jersey Village

County: Harris

Wholesaler, Distributor or Manufacturer Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the city secretary...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary for: J

☐ CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this ____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

SIGN

HERE _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for Winery (G) Applicants

Per Sec. 16.011, "A winery permit may be issued for premises in an area in which the sale of wine has not been authorized by a local option election..."

I hereby certify on this ____ day of _____, 20____, that this location address ☐ is ☐ is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

☐ I hereby refuse on this ____ day of _____, 20____ to certify this location.

SIGN

HERE _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for: BW & D

I hereby certify on this ____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages, and

☐ does ☐ does not allow for on-premise consumption and

☐ does ☐ does not allow for off-premise consumption in accordance with 501.035 of the Election Code.

OR

☐ I hereby refuse on this ____ day of _____, 20____ to certify this location.

SIGN

HERE _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for: BB, BC, W & X

Applicants Per Sec. 251.79 "a wholesaler's permit, general class B wholesaler's permit, or a general or branch distributor's license may be issued and licensed premises maintained in any area where the sale of any alcoholic beverage is legal."

I hereby certify on this ____ day of _____, 20____, that this location address ☐ is ☐ is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

I hereby refuse on this ____ day of _____, 20____ to certify this location.

SIGN

HERE _____, TEXAS
City Secretary/Clerk City

SEAL

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Trade Name: _____ Comedy Sportz _____

Location Address: 8301 Jones Road, Suite 160

City: Jersey Village

County: Harris

Off-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the county clerk...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order....

Certificate of County Clerk: P, Q, BF, BQ

TX Alc. Bev. Code, Section 11.37 & 61.37

☐ CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought as the place of business is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> BF	The legal sale of malt beverages for off-premise consumption only <input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume
<input type="checkbox"/> BF, BQ, Q	The legal sale of malt beverages and wine for off-premise consumption only
<input type="checkbox"/> BF, BQ, Q, P	The legal sale of all alcoholic beverages for off-premise consumption only

OR

☐ I hereby refuse on this _____ day of _____, 20____ to certify this location.

SIGN

HERE _____, _____ County
County Clerk

SEAL

On-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the county clerk...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order....

Certificate of County Clerk (FOR MB, MB/FB, BG, BG/FB, BE, & BE/FB)

TX Alc. Bev. Code, Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> MB	Mixed Beverage Permit
<input type="checkbox"/> MB/FB	Mixed Beverage Restaurant Permit with required Food and Beverage Certificate
<input type="checkbox"/> BG*	Wine and Malt Beverage Retail Dealer's On-Premise Permit
<input type="checkbox"/> BG/FB*	Wine and Malt Beverage Retail Dealer's On-Premise Permit with required Food and Beverage Certificate
<input type="checkbox"/> BE*	Retail Dealer's On-Premise License
<input type="checkbox"/> BE/FB*	Retail Dealer's On-Premise License with required Food and Beverage Certificate
*Mark box on right for BE and/or BE/FB	
<input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume	
*Mark box on right for any of the following license or permit types	
BG, BG/FB Election for given location was held for:	
BE, BE/FB <input type="checkbox"/> legal sale of malt beverage/wine (17%) on-premise AFTER Sept. 1, 1999 OR <input type="checkbox"/> legal sale of malt beverage/wine (14%) on-premise BEFORE Sept. 1, 1999	

SIGN

HERE _____, _____ County
County Clerk

SEAL

Certification for Late Hours Certificate (LH)

TX Alc. Bev. Code, Chapters 29 & 70 et seq.

I hereby certify on this _____ day of _____, 20____, that one of the below is correct:

<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of mixed beverages between midnight and 2:00 A.M.;
OR	
<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of malt beverage between midnight and _____ A.M.;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 500,000 or more according to the 24 th Decennial Census of the United States as released by the Bureau of the Census on April 1, 2020;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2020).

SIGN

HERE _____, _____ County
County Clerk

SEAL

Trade Name: Comedy Sportz

Location Address: 8301 Jones Road, Suite 160 City: Jersey Village County: Harris

Wholesaler, Distributor or Manufacturer Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the county clerk...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order....

Certificate of County Clerk for: J

☐ **CHECK HERE IF NOT IN CITY LIMITS**

I hereby certify on this ____ day of _____, 20__, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

SIGN
HERE _____ County
County Clerk

SEAL

Certificate of County Clerk for Winery (G) Applicants

Per Sec. 16.011, "A winery permit may be issued for premises in an area in which the sale of wine has not been authorized by a local option election..."

I hereby certify on this ____ day of _____, 20__, that this location address ☐ is ☐ is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

☐ I hereby refuse on this ____ day of _____, 20__ to certify this location.

SIGN
HERE _____ County
County Clerk

SEAL

Certificate of County Clerk for: BW & D

I hereby certify on this ____ day of _____, 20__, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages, and

☐ does ☐ does not allow for on-premise consumption and
☐ does ☐ does not allow for off-premise consumption in accordance with 501.035 of the Election Code.

OR

☐ I hereby refuse on this ____ day of _____, 20__ to certify this location.

SIGN
HERE _____ County
County Clerk

SEAL

Certificate of County Clerk for: BB & BC, W & X

Applicants Per Sec. 251.79 "a wholesaler's permit, general class B wholesaler's permit, or a general or branch distributor's license may be issued and licensed premises maintained in any area where the sale of any alcoholic beverage is legal."

I hereby certify on this ____ day of _____, 20__, that this location address ☐ is ☐ is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

I hereby refuse on this ____ day of _____, 20__ to certify this location.

SIGN
HERE _____ County
County Clerk

SEAL

Trade Name: Comedy Sportz

Location Address: 8301 Jones Road, Suite 160 City: Jersey Village County: Harris

Publisher's Affidavit for All Applicants Except BN, DS, S
TX Alc. Bev. Code, Section 11.39 and 61.38

Name of newspaper		ATTACH PRINTED COPY OF THE NOTICE HERE Click here to see example of newspaper publication
City, County		
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)		
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown.</i>		
Signature of publisher or designee		
Sworn to and subscribed before me on this date (MM/DD/YYYY)		
Signature of Notary Public		
SEAL		

Comptroller of Public Accounts Certificate for All Applicants
TX Alc. Bev. Code, Section 11.46 (b) & 61.42 (b)

This is to certify on this _____ day of _____, 20_____, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit and that none of the persons making this application are indebted to the State of Texas.

Sales Tax Permit Number _____ Outlet Number _____

Print Name of Comptroller Employee _____

Print Title of Comptroller Employee _____

SIGN HERE _____ **FIELD OFFICE** _____ **SEAL**

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G4

AGENDA SUBJECT: Consider Ordinance 2024-18, amending the General Fund and the Capital Improvement Budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$1,000,000 by increasing line item 01-12-9760 (Transfer to Capital Improvement Fund) and increase line item 10-90-9751 (Transfer from General Fund).

Dept./Prepared By: Isabel Kato, Finance Director

Date Submitted: June 4, 2024

EXHIBITS: Ordinance No. 2024-18
EXA – Budget Amendment Form

BUDGETARY IMPACT:	Required Expenditure:	\$ 1,000,000
	Amount Budgeted:	\$ 0
	Appropriation Required:	\$ 1,000,000

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

During the Fiscal Year 2022-2023, the City Council authorized the transfer of \$1,000,000 from the General Fund balance to the Capital Improvement Fund. Due to an oversight by our department, this transfer was unfortunately not executed during the specified fiscal year. The funds are critical for the completion of the New Playground structure for the Carol Fox Park and the ball fields at Clark Henry Park, which were part of our Capital Improvement Fund Projects. Given the importance of these projects, we kindly request the City Council authorize this transfer of \$1,000,000.

RECOMMENDED ACTION:

MOTION: To approve Ordinance 2024-18, amending the General Fund Budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$1,000,000 by increasing line item 01-12-9760 (Transfer to Capital Improvement) and in increasing line item 10-90-9751 (Transfer from General Fund).

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

ORDINANCE NO. 2024-18

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND AND CAPITAL IMPROVEMENT FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, IN THE AMOUNT NOT TO EXCEED \$1,000,000 BY INCREASING LINE ITEM 01-12-9760 (TRANSFER TO CAPITAL IMPROVEMENT FUND) AND INCREASING LINE ITEM 10-90-9751 (TRANSFER FROM GENERAL FUND).

WHEREAS, subsequent to the adoption of the annual budget for the City of Jersey Village for the fiscal year beginning October 1, 2023, and ending September 30, 2024, the City has expenditure changes; and

WHEREAS, the City Manager has recommended that such budget be amended to reflect such revenues and expenditures in accordance with "Exhibit A" attached hereto and made a part hereof; and

WHEREAS, the City Council finds and determines that the budget should be amended as recommended by the City Manager; **NOW THEREFORE**,

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

Section 1. The recitals contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted.

Section 2. The annual budget of the City of Jersey Village, Texas for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby amended by increasing the appropriations to the accounts contained therein as provided in the attached:

Exhibit A – Budget Amendment from General and Capital Improvement fund balance by increasing line items 01-12-9760 and 10-90-9751 in the amount not to exceed \$1,000,000.

Section 3 In the event any section, paragraph, subdivision, 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 of this declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED AND APPROVED this 17th day of June 2024.

ATTEST:

Bobby Warren, Mayor

Lorri Coody, City Secretary





CITY OF JERSEY VILLAGE, TEXAS

16501 Jersey Drive, Jersey Village, TX 77040

BUDGET TRANSFER / AMENDMENT REQUEST FORM

☐ I request the following budget transfer between line item within the same division:

From Line Item	To Line Item	Amount

☒ I request the following amendment to the current budget to increase the overall budget by the amount designated below: **Only one item per form.**

From the fund balance of:	To Line Item	Amount
<input checked="" type="checkbox"/> General Fund	01-12-9760	\$1,000,000
<input type="checkbox"/> Utility Fund		
<input checked="" type="checkbox"/> Capital Improvements Fund	10-90-9751	\$1,000,000
<input type="checkbox"/> Other _____		

Justification

During the Fiscal Year 2022-2023, the City Council authorized the transfer of \$1,000,000 from the General Fund balance to the Capital Improvement Fund. Due to an oversight by our department, this transfer was unfortunately not executed during the specified fiscal year. The funds are critical for the completion of the New Playground structure for the Carol Fox Park and the ball fields at Clark Henry Park.

Requested by: Isabel Kato

Signed: Isab Kato Date 06-05-2024

Finance: Sufficient Funds <input checked="" type="checkbox"/> Exist <input type="checkbox"/> Do Not Exist Signed: <u>Isab Kato</u> Date: <u>06-05-2024</u>	City Manager: <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved Signed: <u>Austi Bless</u> Date: <u>06-05-2024</u>
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**CITY COUNCIL
CITY OF JERSEY VILLAGE, TEXAS
AGENDA REQUEST**

AGENDA DATE: June 17, 2024

AGENDA ITEM: G5

AGENDA SUBJECT: Consider Resolution No. 2024-51, authorizing the use of Hotel Occupancy Tax Funds to refund the General Fund Revenue used for the purpose of financing a portion of the Jersey Meadow Convention Center/Club House Project.

Department/Prepared By: Austin Bleess, City Manager **Date Submitted:** June 5, 2024

EXHIBITS: Resolution No. 2024-51

BACKGROUND INFORMATION:

As part of our Convention Center Club House project the City Council has allocated money from the general fund to cover the cost of this. Previously the Council has discussed doing this as a loan, which would be repaid by the Hotel Occupancy Tax (HOT) Fund. HOT funds are specifically designated under Chapter 351 of the Texas Tax Code to promote tourism and support the convention and hotel industries. Being able to leverage these funds to support this project is a good use of these funds. This current year the Council allocated funds towards the construction cost, and the resolution before the City Council expands on this by reimbursing the General Fund for expenditures related to the Convention Center/Club House project at the Jersey Meadow up to an amount of \$8,313,855.

Typically, the HOT Fund generates about \$100,000 in unallocated funds each year. As things exist today this would certainly not cover the full amount of the expenditure. However, if development occurs and new hotels are constructed, we would see more HOT Funds that would speed up the repayment of this.

The proposed resolution establishes that the HOT Refund complies with the statutory requirements for HOT fund expenditures. It also outlines the parameters for the City Manager or designee to follow in implementing this refund. The process involves budgeting the collected HOT funds not allocated to other eligible activities as a transfer to the General Fund. Additionally, if actual revenues exceed expenditures at the end of the fiscal year, the excess amount will be transferred to the General Fund following a budget amendment approved by the City Council.

This resolution underscores our dedication to maximizing the impact of our financial resources while adhering to regulatory guidelines. By approving this resolution, the City Council will enable the effective use of HOT funds while promoting tourism and enhancing the local economy.

RECOMMENDED ACTION & MOTION:

To Approve Resolution No. 2024-51, authorizing the use of Hotel Occupancy Tax Funds to refund the General Fund Revenue used for the purpose of financing a portion of the Jersey Meadow Convention Center/Club House Project.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

RESOLUTION NO. 2024-51

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AUTHORIZING THE USE OF HOTEL OCCUPANCY TAX FUNDS TO REFUND GENERAL FUND REVENUE USED FOR THE PURPOSE OF FINANCING A PORTION OF THE JERSEY MEADOWS CONVENTION CENTER/CLUB HOUSE PROJECT.

WHEREAS, the City of Jersey Village (the “City”) has implemented a Hotel Occupancy Tax (the “HOT”) as authorized under Chapter 351 of the Texas Tax Code (the “Tax Code”); and

WHEREAS, HOT funds can only be used for purposes that are expressly listed in the Tax Code, namely, to promote tourism and the convention and hotel industries, including the constructing, improving, enlarging, equipping, repairing, operating, and maintaining of a convention center; and

WHEREAS, the City Council of the City (the “Council”) has allocated certain General Fund revenue in its annual budget to fund a Convention Center/Club House project at the Jersey Meadows Golf Course in the City (the “Convention Center Expenditures”); and

WHEREAS, the Council desires to use HOT funds to reimburse the General Fund for the Convention Center Expenditures in an amount not to exceed \$8,313,855 dollars (the “HOT Refund”);

WHEREAS, through this Resolution, the Council wishes to find that the HOT Refund satisfies the requirements of HOT fund expenditures under the Tax Code and wishes to provide for the parameters for the City Manager or designee to use in implementing the HOT Refund; and **NOW THEREFORE**:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:

SECTION 1. THAT the facts and matter set forth in the preamble of, and the Exhibits attached to, this Resolution are hereby found to be true and correct, and incorporated herein for all purposes.

SECTION 2. THAT the Council finds that the HOT Refund is authorized under the Tax Code and promotes tourism and the convention and hotel industries by financing the constructing, improving, enlarging, equipping, repairing, operating, and maintaining of a convention center.

SECTION 3. THAT the Council directs the City Manager, Finance Director, or designee, to implement the HOT Refund using the parameters provided in “Exhibit A” attached to and made a part of this Resolution.

SECTION 4. THAT in the event any clause, phrase, provision, sentence, or part of this Resolution 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 Resolution as a whole or any 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 AND APPROVED this 17th day of June 2024.

ATTEST:

Lorri Coody, City Secretary



Bobby Warren, Mayor

EXHIBIT A – HOT REFUND IMPLEMENTATION PARAMETERS

As part of the annual budgeting process the amount of HOT Funds collected and not otherwise allocated to other eligible activities shall be budgeted as a transfer to the General Fund to satisfy this HOT Refund. If, at the end of the fiscal year, actual revenues exceed expenditures the excess amount should be transferred to the General Fund after approval of a budget amendment by the City Council.

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G6

AGENDA SUBJECT: Consider Resolution No. 2024-52, awarding the bid and authorizing the City Manager to enter into a contract with Pipe View America for the 2024 Wastewater Collection System Cleaning and Televising project.

Department/Prepared By: Public Works

Date Submitted: June 11, 2024

EXHIBITS: Resolution No. 2024-52
Exhibit A – Bid Recommendation & Full Bid Tab

BUDGETARY IMPACT:	Required Expenditure:	\$ 493,164.00
	Amount Budgeted Bond Fund:	\$ 253,572.24
	Amount Budgeted Utility Fund:	\$ 187,463.00
	Appropriation Required:	\$ 0

BACKGROUND INFORMATION: On June 6, 2024, City staff received bid documents for the televising and cleaning of sanitary sewer lines installed pre-1970s through the 2020s. Four responsive bids were received for the project as follows:

Bidder	Base Bid	Alternate Bid	Substantial Completion Time
Pipe View America	\$490,074.00	\$493,164.00	225 Calendar Days
CSI Consolidated LLC DBA Aims Companies	\$621,570.00	\$621,447.00	200 Calendar Days
Equix Integrity Southeast	\$704,200.00	\$704,200.00	180 Calendar Days
Ace Pip Cleaning, Inc	\$780,140.00	\$727,670.00	160 Calendar Days

The original engineers estimate for this project was \$904,000 which included a 25% contingency. The scope of work consists of cleaning and televising approximately 189,000 linear feet of sanitary sewer pipe, including 1,900 linear feet of <6-Inch pipe, 14,300 linear feet of 6-Inch pipe, 88,600 linear feet of 8-Inch pipe, 36,600 of 10-Inch pipe, 17,000 linear feet of 12-Inch pipe, 12,400 linear feet of 15-Inch pipe, 4,700 linear feet of 18-Inch pipe, 8,000 linear feet of 24-Inch pipe, 2,200 linear feet of 27-Inch pipe, 2,200 linear feet of 30-Inch pipe, and 800 linear feet of 36-Inch pipe. The work also consists of cleaning and televising of approximately 900 sanitary sewer manholes.

City staff and consulting engineering firm, Quiddity Engineering, worked together to ensure bidding was conducted in compliance with all applicable federal, state and local standards.

Pipe View America submitted the lowest responsible bid for the project. Pipe View America is a credible company that comes with a recommendation from the consulting Engineering Firm, Quiddity Engineering.

Approximately 53% or \$253,572.24 of the total cost of this project will be paid from the bond funds approved in 2023 and the remainder will be paid from the utility fund capital improvement fund. We have \$187,463 remaining in this year's utility fund sanitary inspection line item and \$250,000 remaining in this year's utility fund sanitary rehab line item. With this project set to last 225 calendar days we will budget the end of the year balances to roll over with an additional \$73,3327.18 budgeted to the inspection line item. This project should be completed in early 2025.

This project will identify the severity and scope of the repairs needed for our wastewater collection system and will at the same time provide some preventative maintenance by way of pipe cleaning.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

RECOMMENDED ACTION:

MOTION: To approve Resolution No. 2024-52, awarding the bid and authorizing the City Manager to enter into a contract with Pipe View America for the 2024 Wastewater Collection System Cleaning and Televising project.

RESOLUTION NO. 2024-52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AWARDED THE BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PIPE VIEW AMERICA FOR THE 2024 WASTEWATER COLLECTION SYSTEM CLEANING AND TELEVISIONING PROJECT.

WHEREAS, the City of Jersey Village has received a bid from Pipe View America for the 2024 Wastewater Collection System and Televisioning Project; and

WHEREAS, the City has received formal bids through the bidding process and Pipe View is the lowest responsible bidder for the scope of work in connection with the project in the amount of \$493,164; and

WHEREAS, the City Council of the City of Jersey Village has approved funds for the project this fiscal year; and

WHEREAS, the consulting Engineering Firm, Quiddity Engineering, has reviewed the bid documents and recommends awarding the contract to Pipe View America; **NOW THEREFORE,**

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

Section 1: The contract for the 2024 Wastewater Collection System Cleaning and Televisioning Project shall be awarded to the responsive, qualified bidder, Pipe View America; and

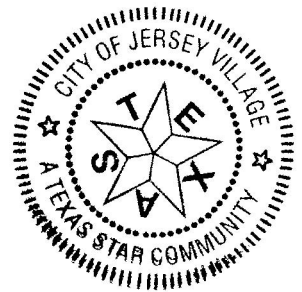
Section 2: The City Manager is authorized to execute on behalf of the City of Jersey Village all necessary contract documents with Pipe View America based upon the bid document as attached hereto as Exhibit "A".

PASSED AND APPROVED this 17th day of June 2024.

Bobby Warren, Mayor

ATTEST:

Lorri Coody, City Secretary





June 7, 2024

City of Jersey Village
16327 Lakeview Drive
Jersey Village, TX 77040

Attention: Austin Bleess, City Manager

Re: 2024 City of Jersey Village Wastewater Collection System Cleaning and Televising
Project Bid No 2024-05
Quiddity Project No. 05440-0022-01
Tabulation of Bids Received and Engineer's Recommendation

Dear Mr. Bleess:

On June 6, 2024, a total of four (4) bids were received and opened for the 2024 City of Jersey Village Wastewater Collection System Cleaning and Televising project in accordance with the Invitation to Bidders. The bids have been reviewed and tabulated, see enclosure.

Pipe View America is the responsive low bidder in the amount of \$490,074.00 for the base bid and 493,165.00 for the alternate bid.

The bid submitted by Pipe View America shows no signs of imbalance. Therefore, we pose no objection to the recommendation of awarding the contract for the 2024 City of Jersey Village Wastewater Collection System Cleaning and Televising to Pipe View America for the alternate bid.

Below is a summary of our full review of the bids received for the project. The Base Bid Price was utilized to establish the order of the bids and identification of the apparent low bidder.

Bidders and their Total Bids were:

Bidder	Base Bid	Alternate 1	Substantial Complete Time
Pipe View America	\$490,074.00	\$493,164.00	225 Calendar Days
CSI Consolidated LLC DBA Aims Companies	\$621,570.00	\$621,447.00	200 Calendar Days
Equix Integrity Southeast	\$704,200.00	\$704,200.00	180 Calendar Days
Ace Pipe Cleaning, Inc.	\$780,140.00	\$727,670.00	160 Calendar Days

If you have any questions, please feel free to contact me.

Sincerely,

Michael Gurka, P.E.

MG/lis

K:\05440\05440-0022-01 2024 Wastewater System Cleaning & Televising\2 Design Phase\Bid Documents\JV_CCTV_ROA_060624.docx

Enclosure: Project Bid Tabulation

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Base Bid													
BASE BID ITEM													
1	Move-in and start-up, including mobilization, performance and payment bonds for 100 percent (100%) of the contract amount, and a certificate of insurance. Distribution of initial door hangers, and weekly project schedules as directed by the Engineer.	L.S.	1.00	\$32,000.00	\$32,000.00	\$2,500.00	\$2,500.00	\$500.00	\$500.00	\$10,000.00	\$10,000.00	\$12,500.00	\$12,500.00
3	Sanitary Sewer Cleaning and Televising, 6-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	13,900.00	\$2.50	\$34,750.00	\$1.87	\$25,993.00	\$2.25	\$31,275.00	\$3.00	\$41,700.00	\$1.95	\$27,105.00
4	Sanitary Sewer Cleaning and Televising, 8-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	89,400.00	\$2.50	\$223,500.00	\$1.87	\$167,178.00	\$2.25	\$201,150.00	\$3.00	\$268,200.00	\$2.15	\$192,210.00
5	Sanitary Sewer Cleaning and Televising, 10-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	37,900.00	\$2.75	\$104,225.00	\$2.13	\$80,727.00	\$2.25	\$85,275.00	\$2.50	\$94,750.00	\$2.50	\$94,750.00
6	Sanitary Sewer Cleaning and Televising, 12-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	17,100.00	\$3.00	\$51,300.00	\$2.13	\$36,423.00	\$3.45	\$58,995.00	\$2.50	\$42,750.00	\$3.25	\$55,575.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
7	Sanitary Sewer Cleaning and Televising, 15-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	12,500.00	\$3.25	\$40,625.00	\$2.31	\$28,875.00	\$3.45	\$43,125.00	\$4.50	\$56,250.00	\$3.85	\$48,125.00
8	Sanitary Sewer Cleaning and Televising, 18-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	4,700.00	\$3.50	\$16,450.00	\$2.31	\$10,857.00	\$3.45	\$16,215.00	\$4.50	\$21,150.00	\$4.25	\$19,975.00
9	Sanitary Sewer Cleaning and Televising, 24-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	8,000.00	\$4.25	\$34,000.00	\$2.57	\$20,560.00	\$3.80	\$30,400.00	\$7.00	\$56,000.00	\$5.25	\$42,000.00
10	Sanitary Sewer Cleaning and Televising, 27-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	2,200.00	\$4.50	\$9,900.00	\$2.57	\$5,654.00	\$3.80	\$8,360.00	\$7.00	\$15,400.00	\$6.75	\$14,850.00
11	Sanitary Sewer Cleaning and Televising, 30-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	2,200.00	\$4.75	\$10,450.00	\$3.79	\$8,338.00	\$4.50	\$9,900.00	\$12.00	\$26,400.00	\$7.25	\$15,950.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
12	Sanitary Sewer Cleaning and Televising, 36-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	800.00	\$5.00	\$4,000.00	\$3.79	\$3,032.00	\$4.50	\$3,600.00	\$12.00	\$9,600.00	\$9.00	\$7,200.00
13	Sanitary Sewer Manhole Cleaning and Television Inspection, all depths and sizes, per specifications including locating manholes, cleaning and removal of sludge and solid materials; traffic control, as needed; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	900.00	\$100.00	\$90,000.00	\$105.93	\$95,337.00	\$140.00	\$126,000.00	\$55.00	\$49,500.00	\$250.00	\$225,000.00
14	PROJECT REPORT for the total contract, include one (1) copy submitted electronically per monthly pay request, as well as one (1) external hard drive or USB drive for the entire project to be submitted with the final pay request. Electronic copy to be in format as outlined in Specification 02563.	L.S.	1.00	\$10,000.00	\$10,000.00	\$750.00	\$750.00	\$125.00	\$125.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
Sub Totals					\$661,200.00		\$486,224.00		\$614,920.00		\$696,700.00		\$757,240.00
SUPPLEMENTAL ITEM													
S1	Heavy Cleaning of Sanitary Sewer lines less than 6-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	50.00	\$5.00	\$250.00	\$2.00	\$100.00	\$3.00	\$150.00	\$5.00	\$250.00	\$8.00	\$400.00
S2	Heavy Cleaning of Sanitary Sewer lines 6-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.25	\$225.00	\$3.00	\$300.00	\$5.00	\$500.00	\$9.00	\$900.00
S3	Heavy Cleaning of Sanitary Sewer lines 8-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.25	\$450.00	\$3.00	\$600.00	\$5.00	\$1,000.00	\$11.00	\$2,200.00
S4	Heavy Cleaning of Sanitary Sewer lines 10-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.50	\$500.00	\$3.00	\$600.00	\$5.00	\$1,000.00	\$12.00	\$2,400.00

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
S5	Heavy Cleaning of Sanitary Sewer lines 12-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.50	\$500.00	\$4.00	\$800.00	\$5.00	\$1,000.00	\$14.00	\$2,800.00
S6	Heavy Cleaning of Sanitary Sewer lines 15-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.75	\$550.00	\$4.00	\$800.00	\$5.00	\$1,000.00	\$15.00	\$3,000.00
S7	Heavy Cleaning of Sanitary Sewer lines 18-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$4.00	\$400.00	\$5.00	\$500.00	\$17.00	\$1,700.00
S8	Heavy Cleaning of Sanitary Sewer lines 24-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.75	\$550.00	\$6.00	\$1,200.00	\$5.00	\$1,000.00	\$20.00	\$4,000.00
S9	Heavy Cleaning of Sanitary Sewer lines 27-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$6.00	\$600.00	\$5.00	\$500.00	\$20.50	\$2,050.00
S10	Heavy Cleaning of Sanitary Sewer lines 30-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$8.00	\$800.00	\$5.00	\$500.00	\$22.00	\$2,200.00
S11	Heavy Cleaning of Sanitary Sewer lines 36-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	50.00	\$5.00	\$250.00	\$3.00	\$150.00	\$8.00	\$400.00	\$5.00	\$250.00	\$25.00	\$1,250.00
Sub Totals					\$7,500.00		\$3,850.00		\$6,650.00		\$7,500.00		\$22,900.00
Grand Total					\$668,700.00		\$490,074.00		\$621,570.00		\$704,200.00		\$780,140.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Alternate 1													
ALTERNATE BID													
A1	Move-in and start-up, including mobilization, performance and payment bonds for 100 percent (100%) of the contract amount, and a certificate of insurance. Distribution of initial door hangers, and weekly project schedules as directed by the Engineer.	L.S.	1.00	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$10,000.00	\$10,000.00	\$12,500.00	\$12,500.00
A2	Sanitary Sewer Cleaning and Televising, 6-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	13,900.00	\$2.50	\$34,750.00	\$1.87	\$25,993.00	\$2.25	\$31,275.00	\$3.00	\$41,700.00	\$1.95	\$27,105.00
A3	Sanitary Sewer Cleaning and Televising, 8-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	86,400.00	\$2.50	\$216,000.00	\$1.87	\$161,568.00	\$2.25	\$194,400.00	\$3.00	\$259,200.00	\$1.95	\$168,480.00
A4	Sanitary Sewer Cleaning and Televising, 8-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	3,000.00	\$2.50	\$7,500.00	\$2.17	\$6,510.00	\$2.25	\$6,750.00	\$3.00	\$9,000.00	\$1.95	\$5,850.00
A5	Sanitary Sewer Cleaning and Televising, 10-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	36,500.00	\$2.75	\$100,375.00	\$2.13	\$77,745.00	\$2.25	\$82,125.00	\$2.50	\$91,250.00	\$2.15	\$78,475.00

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A6	Sanitary Sewer Cleaning and Televising, 10-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	1,400.00	\$2.75	\$3,850.00	\$2.43	\$3,402.00	\$2.25	\$3,150.00	\$2.50	\$3,500.00	\$2.15	\$3,010.00
A7	Sanitary Sewer Cleaning and Televising, 12-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	15,800.00	\$3.00	\$47,400.00	\$2.13	\$33,654.00	\$3.45	\$54,510.00	\$2.50	\$39,500.00	\$2.50	\$39,500.00
A8	Sanitary Sewer Cleaning and Televising, 12-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	1,300.00	\$3.00	\$3,900.00	\$2.43	\$3,159.00	\$3.45	\$4,485.00	\$2.50	\$3,250.00	\$2.50	\$3,250.00
A9	Sanitary Sewer Cleaning and Televising, 15-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	10,200.00	\$3.25	\$33,150.00	\$2.31	\$23,562.00	\$3.45	\$35,190.00	\$4.50	\$45,900.00	\$3.25	\$33,150.00
A10	Sanitary Sewer Cleaning and Televising, 15-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	2,300.00	\$3.25	\$7,475.00	\$2.61	\$6,003.00	\$3.45	\$7,935.00	\$4.50	\$10,350.00	\$3.25	\$7,475.00

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A11	Sanitary Sewer Cleaning and Televising, 18-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	4,400.00	\$3.50	\$15,400.00	\$2.31	\$10,164.00	\$3.45	\$15,180.00	\$4.50	\$19,800.00	\$4.25	\$18,700.00
A12	Sanitary Sewer Cleaning and Televising, 18-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	300.00	\$3.50	\$1,050.00	\$2.61	\$783.00	\$3.45	\$1,035.00	\$4.50	\$1,350.00	\$4.25	\$1,275.00
A13	Sanitary Sewer Cleaning and Televising, 24-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	7,000.00	\$4.25	\$29,750.00	\$2.57	\$17,990.00	\$3.80	\$26,600.00	\$7.00	\$49,000.00	\$5.25	\$36,750.00
A14	Sanitary Sewer Cleaning and Televising, 24-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	1,000.00	\$4.25	\$4,250.00	\$2.87	\$2,870.00	\$3.80	\$3,800.00	\$7.00	\$7,000.00	\$5.25	\$5,250.00
A15	Sanitary Sewer Cleaning and Televising, 27-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	2,200.00	\$4.50	\$9,900.00	\$2.57	\$5,654.00	\$3.80	\$8,360.00	\$7.00	\$15,400.00	\$6.75	\$14,850.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A16	Sanitary Sewer Cleaning and Televising, 30-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	L.F.	400.00	\$4.75	\$1,900.00	\$3.79	\$1,516.00	\$4.50	\$1,800.00	\$12.00	\$4,800.00	\$6.75	\$2,700.00
A17	Sanitary Sewer Cleaning and Televising, 30-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	1,800.00	\$4.75	\$8,550.00	\$4.29	\$7,722.00	\$4.50	\$8,100.00	\$12.00	\$21,600.00	\$6.75	\$12,150.00
A18	Sanitary Sewer Cleaning and Televising, 36-inch diameter, all depths, including sewer flow control (including by-pass pumping), as required; removal of roots, debris, grease, and other obstructions; disposal of sludge & solid materials; traffic control, as needed; placement of door hangers and yard signs for customers affected by the work; site restoration, and repairs or replacement of turf and fencing as necessary, following Specification 02102 and NASSCO Exhibit, complete as specified. If this Alternate CCTV method is selected the linear footage and cost will be deducted from the base bid.	L.F.	800.00	\$5.00	\$4,000.00	\$4.29	\$3,432.00	\$4.50	\$3,600.00	\$12.00	\$9,600.00	\$9.00	\$7,200.00
A19	Sanitary Sewer Manhole Cleaning and Television Inspection, all depths and sizes, per specifications including locating manholes, cleaning and removal of sludge and solid materials; traffic control, as needed; site restoration, and repairs or replacement of turf and fencing as necessary, following Specifications 02562 and 02563, complete as specified.	Ea.	845.00	\$100.00	\$84,500.00	\$105.93	\$89,510.85	\$140.00	\$118,300.00	\$55.00	\$46,475.00	\$250.00	\$211,250.00
A20	Sanitary Sewer Manhole Cleaning and Television Inspection, all depths and sizes, per Specification 02102 and NASSCO Exhibit including locating manholes, cleaning and removal of sludge and solid materials; traffic control, as needed; site restoration, and repairs or replacement of turf and fencing as necessary, complete as specified. If this Alternate CCTV method is selected the cost per manhole will be deducted from the base bid.	Ea.	55.00	\$100.00	\$5,500.00	\$105.93	\$5,826.15	\$140.00	\$7,700.00	\$55.00	\$3,025.00	\$250.00	\$13,750.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A21	PROJECT REPORT for the NASSCO section only, include one (1) copy submitted electronically at the completion of work, as well as one (1) external hard drive or USB drive for records and final pay request. Electronic copy to be in accordance with Specification 02102. If this Alternate CCTV method is selected the report cost will be deducted from the base bid.	L.S.	1.00	\$10,000.00	\$10,000.00	\$750.00	\$750.00	\$2.00	\$2.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00
Sub Totals					\$639,200.00		\$489,314.00		\$614,797.00		\$696,700.00		\$705,170.00
SUPPLEMENTAL ITEM													
S1	Heavy Cleaning of Sanitary Sewer lines less than 6-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	50.00	\$5.00	\$250.00	\$2.00	\$100.00	\$3.00	\$150.00	\$5.00	\$250.00	\$8.00	\$400.00
S2	Heavy Cleaning of Sanitary Sewer lines 6-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.25	\$225.00	\$3.00	\$300.00	\$5.00	\$500.00	\$9.00	\$900.00
S3	Heavy Cleaning of Sanitary Sewer lines 8-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.25	\$450.00	\$3.00	\$600.00	\$5.00	\$1,000.00	\$9.00	\$1,800.00
S4	Heavy Cleaning of Sanitary Sewer lines 10-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.50	\$500.00	\$3.00	\$600.00	\$5.00	\$1,000.00	\$12.00	\$2,400.00
S5	Heavy Cleaning of Sanitary Sewer lines 12-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.50	\$500.00	\$4.00	\$800.00	\$5.00	\$1,000.00	\$14.00	\$2,800.00
S6	Heavy Cleaning of Sanitary Sewer lines 15-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.75	\$550.00	\$4.00	\$800.00	\$5.00	\$1,000.00	\$15.00	\$3,000.00
S7	Heavy Cleaning of Sanitary Sewer lines 18-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$4.00	\$400.00	\$5.00	\$500.00	\$17.00	\$1,700.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

2024 City of Jersey Village Wastewater Collection System Cleaning and Televising						BIDDER NO.1		BIDDER NO.2		BIDDER NO.3		BIDDER NO.4	
Item	Description	Unit	Quantity	Engineer Estimate		Pipe View America		CSI Consolidated LLC DBA Aims Companies		Equix Integrity Southeast		Ace Pipe Cleaning, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
S8	Heavy Cleaning of Sanitary Sewer lines 24-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	200.00	\$5.00	\$1,000.00	\$2.75	\$550.00	\$6.00	\$1,200.00	\$5.00	\$1,000.00	\$20.00	\$4,000.00
S9	Heavy Cleaning of Sanitary Sewer lines 27-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$6.00	\$600.00	\$5.00	\$500.00	\$20.50	\$2,050.00
S10	Heavy Cleaning of Sanitary Sewer lines 30-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	100.00	\$5.00	\$500.00	\$2.75	\$275.00	\$8.00	\$800.00	\$5.00	\$500.00	\$22.00	\$2,200.00
S11	Heavy Cleaning of Sanitary Sewer lines 36-inch diameter, all depths, to remove heavy roots, mineral deposits, and other stabilized debris and obstructions from piping by remote control cutting device to include mobilization and demobilization, complete in place, only if and as directed by the Engineer.	L.F.	50.00	\$5.00	\$250.00	\$3.00	\$150.00	\$8.00	\$400.00	\$5.00	\$250.00	\$25.00	\$1,250.00
Sub Totals					\$7,500.00		\$3,850.00		\$6,650.00		\$7,500.00		\$22,500.00
Alternate 1 Total					\$646,700.00		\$493,164.00		\$621,447.00		\$704,200.00		\$727,670.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

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

AGENDA DATE: June 17, 2024

AGENDA ITEM: G7

AGENDA SUBJECT: Consider Ordinance 2024-19, amending the General Fund and the Capital Improvement Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$529,883.13 by increasing line items 01-12-9760 (Transfer To Capital Improvement), 10-90-9751 (Transfer From General Fund) and 10-91-7131 (Golf Course Convention Center) to cover the cost of the Golf Course Building Steel Remediation Change Order; extending the contract completion date with Brookstone L.P. to November 7, 2024; and authorizing the City Manager to sign the necessary documents with Brookstone L.P. to effect the change order and contract extension.

Dept./Prepared By: Parks & Recreation, Robert Basford

Date Submitted: June 10, 2024

EXHIBITS: Ordinance 2024-19
EX A – Budget Amendment Form
EX B – Building A Steel Remediation Change Order
TEX C – Building A Steel Remediation Plan

BUDGETARY IMPACT:	Required Expenditure:	\$	529,883.13
	Amount Budgeted:	\$	\$0
	Appropriation Required:	\$	529,883.13

BACKGROUND INFORMATION:

On April 17th unforeseen conditions involving the structural steel at Building A, which is the original existing club house, specifically rusted bolts and two columns near the pro shop area of the building were brought to our attention and work on the renovation was stopped to allow for additional testing.

The project team began establishing a remediation scope that involved calling Maritech Engineering out to the site to assess the building and to provide a recommended remediation plan to reinforce the existing steel structure that would support the weight of new materials.

Maritech's initial visit established a material testing scope that could be used to establish the remediation plan which was scheduled and conducted in early May. After a brief delay due to the windstorm the material testing report was submitted to the design team and the remediation plan was finalized. Once finalized, the plan was reviewed by FGM Architects and submitted to Brookstone to finalize their construction pricing and an updated construction timeline.

The reinforcement work will also involve some demolition & re-installation of materials. Below is a summary of the costs outlined in this PCO:

- Structural Steel: Addition of new columns, wind portals, rafters, x-bracing, base plate reinforcement, additional roof purlins between existing purlins, and other miscellaneous steel details.
- Concrete: New spread footings, setting of new anchor bolts for columns, and pour-back.
- Demolition: Saw cutting spread footings into existing slab. Demolition of finished walls to install new columns. Demolition of exterior sheathing to install new wind portals.
- Waterproofing & Sheathing: Reinstallation of exterior sheathing at wind portal locations. Reapplication of damp proofing, as it can only remain exposed for 30 days.
- MEP Overhead & In-wall Rework: Removal and reinstallation of MEP and fire suppression materials due to the installation of new purlins.
- Framing: Reframing of walls that have been demolished to install the proposed fixes, including new framing as required by the updated drawings (attached).

- Tiling: Reinstallation of tile at restroom walls where demolition occurred to install new columns.

The cost for this work is \$529,883. This delay has pushed substantial completion to November 7, 2024, primarily due to material availability and rework durations and a time extension has been requested. A 10% contingency has been included to cover any potential changes in the fabrication set of drawings.

RECOMMENDED ACTION: Approve Ordinance 2024-19, amending the General Fund and the Capital Improvement Fund Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$529,883.13 by increasing line items 01-12-9760 (Transfer to Capital Improvement), 10-90-9751 (Transfer from General Fund) and 10-91-7131 (Golf Course Club House) to cover the cost of the Golf Course Building Steel Remediation Change Order; extending the contract completion date with Brookstone L.P. to November 7, 2024; and authorizing the City Manager to sign the necessary documents with Brookstone L.P. to effect the change order and contract extension.

MOTION: To approve Ordinance 2024-19, amending the General Fund and the Capital Improvement Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, in the amount not to exceed \$529,883.13 by increasing line items 01-12-9760 (Transfer to Capital Improvement), 10-90-9751 (Transfer from General Fund) and 10-91-7131 (Golf Course Club House) to cover the cost of the Golf Course Building Steel Remediation Change Order; extending the contract completion date with Brookstone L.P. to November 7, 2024; and authorizing the City Manager to sign the necessary documents with Brookstone L.P. to effect the change order and contract extension.

ORDINANCE NO. 2024-19

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE GENERAL FUND AND THE CAPITAL IMPROVEMENT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, IN THE AMOUNT NOT TO EXCEED \$529,883.13 BY INCREASING LINE ITEMS 01-12-9760 (TRANSFER TO CAPITAL IMPROVEMENT) 10-90-9751 (TRANSFER FROM GENERAL FUND) AND 10-91-7131 (GOLF COURSE CONVENTION CENTER) TO COVER THE COST OF THE GOLF COURSE BUILDING STEEL REMEDIATION CHANGE ORDER; EXTENDING THE CONTRACT COMPLETION DATE WITH BROOKSTONE L.P. TO NOVEMBER 7, 2024; AND AUTHORIZING THE CITY MANAGER TO SIGN THE NECESSARY DOCUMENTS WITH BROOKSTONE L.P. TO EFFECT THE CHANGE ORDER AND CONTRACT EXTENSION.

WHEREAS, subsequent to the adoption of the annual budget for the City of Jersey Village for the fiscal year beginning October 1, 2023, and ending September 30, 2024, the City has expenditure changes; and

WHEREAS, as part of the Fiscal Year 2023 Budget, the City Council allocated \$6,300,000 in funds for the construction of a new Convention Center Club House; and

WHEREAS, on April 17, 2024, an unforeseen issue with the structural steel of the existing building was uncovered, and subsequent testing has been completed along with a plan to correct the issues that were found, and a change order is required to correct the problem; and

WHEREAS, it is necessary to extend the contract completion date with Brookstone L.P. to November 7, 2024; and

WHEREAS, the City Manager has recommended that such budget be amended to reflect such revenues and expenditures in accordance with "Exhibit A" attached hereto and made a part hereof; and

WHEREAS, the City Council finds and determines that the budget should be amended as recommended by the City Manager and the contract date should be extended; **NOW THEREFORE**,

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

Section 1. The recitals contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted.

Section 2. The annual budget of the City of Jersey Village, Texas for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby amended by increasing the appropriations to the accounts contained therein as provided in the attached:

Exhibit A – Budget Amendment to increase line item 01-12-9760 (Transfer to Capital Improvement Fund) 10-90-9751 (Transfer from General Fund and 10-91-7131 (Golf Course Club House) in the amount of \$529,883.13 to cover the cost of the Golf Course Building Steel Remediation Change Order.

Section 3. The contract completion date with Brookstone L.P. is extended to November 7, 2024.

Section 4. The City Manager is authorized to sign the necessary documents with Brookstone L.P. to effect the change order and contract extension in substantially the form as outlined in Exhibits B and C attached hereto and made a part hereof.

Section 4. In the event any section, paragraph, subdivision, 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 of this declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED AND APPROVED this 17th day of June 2024.

ATTEST:

Bobby Warren, Mayor

Lorri Coody, City Secretary





CITY OF JERSEY VILLAGE, TEXAS

16501 Jersey Drive, Jersey Village, TX 77040

BUDGET TRANSFER / AMENDMENT REQUEST FORM

☐ I request the following budget transfer between line item within the same division:

From Line Item	To Line Item	Amount

☒ I request the following amendment to the current budget to increase the overall budget by the amount designated below: **Only one item per form.**

From the fund balance of:	To Line Item	Amount
<input checked="" type="checkbox"/> General Fund	01-12-9760	\$529,883.13
<input type="checkbox"/> Utility Fund		
<input checked="" type="checkbox"/> Capital Improvements Fund	10-90-9751	-\$529,883.13
<input type="checkbox"/> Other _____	10-91-7131	\$529,883.13

Justification

On April 17th unforeseen conditions involving the structural steel at Building A, which is the original existing club house, specifically rusted bolts and two columns near the pro shop area of the building wre brought to our attention and work on the renovation was stoped to allow for additional testing.

The cost for this work is \$529,883. This delay has pushed substantial completion to November 7, 2024. A 10% contingency has been included.

Requested by: Robert Basford

Signed: Robert Basford Date 06-11-2024

Finance: Sufficient Funds <input checked="" type="checkbox"/> Exist <input type="checkbox"/> Do Not Exist Signed: <u>Isab Kato</u> Date: <u>06-11-2024</u>	City Manager: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved Signed: <u>Austi Bless</u> Date: <u>June 11, 2024</u>
---	---



Change Proposal

3715 Dacoma
Houston, TX 77092
Phone: 713-683-8800

Owner : City of Jersey Village
Jersey Village, TX 77041

Project: 22208- / Jersey Meadow Golf Club House
8502 Rio Grande Street
Jersey Village, TX 77040

PCOType: PCO

Change Proposal # : 55 **Building A Steel Remediation**

Item :	1	Building A Steel Remediation
--------	---	------------------------------

Please see the attached PCO 55 "Building A Steel Remediation" for your review. As you know, this PCO stems from unforeseen conditions involving the existing structural steel at Building A, specifically rusted bolts, and columns. After additional laboratory and field testing, engineers have determined that Building A requires reinforcement to support the weight of new materials. The reinforcement work will also involve some demolition & re-installation of materials. Below is a summary of the costs outlined in this PCO:

"Structural Steel: Addition of new columns, wind portals, rafters, x-bracing, base plate reinforcement, additional roof purlins between existing purlins, and other miscellaneous steel details.

"Concrete: New spread footings, setting of new anchor bolts for columns, and pour-back.

"Demolition: Saw cutting spread footings into existing slab. Demolition of finished walls to install new columns. Demolition of exterior sheathing to install new wind portals.

"Waterproofing & Sheathing: Reinstallation of exterior sheathing at wind portal locations. Reapplication of damp proofing, as it can only remain exposed for 30 days.

"MEP Overhead & In-wall Rework: Removal and reinstallation of MEP and fire suppression materials due to the installation of new purlins.

"Framing: Reframing of walls that have been demolished to install the proposed fixes, including new framing as required by the updated drawings (attached).

"Tiling: Reinstallation of tile at restroom walls where demolition occurred to install new columns.

This delay has pushed substantial completion to November 7, 2024, primarily due to material availability & rework durations. We are requesting a time extension and additional general conditions for the added two months. A contingency of 10% has been included to help cover any changes in the fabrication set of drawings. If changes exceed the contingency amount, I will formally let you all know for further approvals of additional funds needed.

Please note that Brookstone is currently awaiting a fabrication set of drawings from Maritech, which has not yet been received. Pricing is based on the updated plan set completed and revised on June 3, 2024 (attached). We have included a contingency for potential changes from the fabrication drawings. Pricing does not include the replacement of any existing bolts.

Please let us know if you have any questions.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024



Change Proposal

3715 Dacoma
Houston, TX 77092
Phone: 713-683-8800

Owner : City of Jersey Village
Jersey Village, TX 77041

Project: 22208- / Jersey Meadow Golf Club House
8502 Rio Grande Street
Jersey Village, TX 77040

Phase	Description	Cost Type	Amount
01040- -	General Conditions Labor	2 Mat'l	45,912.88
18250- -	Contingency	2 Mat'l	47,900.00
18300- -	Builder's Risk Insurance	2 Mat'l	3,300.00
18350- -	General Liability Insurance	2 Mat'l	4,211.00
18400- -	Performance & Payment Bonds	2 Mat'l	3,356.00
18900- -	Warranty Work	2 Mat'l	878.00
02070- -	Demolition	3 Sub ProTech Solutions	17,589.22
03300- -	Concrete	3 Sub Encore Concrete Construction,	23,438.00
07900- -	Thermal Insulation, Waterproofi	3 Sub Fireproof Contractors, Inc.	17,920.00
09250- -	Drywall	3 Sub Young & Sons Drywall, L.P.	15,580.80
09310- -	Ceramic Tile	3 Sub Commercial Tile and Marble	1,278.00
13121- -	Pre-Engineered Buildings	3 Sub Red Dot Building Systems, Inc.	292,316.00
15300- -	Fire Protection/Suppression	3 Sub Impact Fire Services, LLC	4,187.00
15500- -	H.V.A.C.	3 Sub Comfort Systems USA	12,867.00
16000- -	Electrical	3 Sub Facilities Electric	7,980.00
Subtotal Item 1			498,713.33
Mark-Up Amount			0.00
Mark-Up Percent			31,169.65
Requested Total For Item 1			529,883.33
Total For Change Proposal			529,883.33

Approved By: City of Jersey Village

Signed: _____

Date: _____

Submitted By: Brookstone Construction

Signed: _____

Date: 6/6/24
Exhibit B

Architect: FGM Architects

Signed: _____

Date: _____

Impact Fire Pricing



IMPACT FIRE HOUSTON
1285 N. POST OAK ROAD, SUITE 102
HOUSTON TX 77055
PHONE: (713)-263-7535

June 03, 2024

Brookstone Construction
3715 Dacoma St
Houston, TX 77057

Attn: Jasiel Escarcega

Jersey Meadow Golf

Impact Fire would like to offer for your consideration the following proposal for the above referenced project.

SCOPE OF WORK:

All material and manpower involved in the fixing of building A, including replacing 7 sprinkler heads and fittings due to exposure to the outside

Exclusion: Cutting and patching walls and/or ceilings

Material lead time: N/A

Our total price for the additional work as described above is **Four Thousand One Hundred Eighty Seven (\$4,187.00)**

Vincent Mederos
Project Manager
Office # 713-263-7535
Fax # 713-263-7529
Cell # 832-986-2897
vmederos@impactfireservices.com

Facilities Electric Pricing



6/5/2024

Jasiel Escarcega
Brookstone Construction
3715 Dacoma St,
Houston, TX 77092

Re: Jersey Meadows Golf Course
Change Proposal 236031-31 - Jersey Meadows - Building A Fix

Dear Jasiel Escarcega;

Per email dated 6/3/24 from Brookstone, we present this pricing in the following amount which does NOT include sales tax. This pricing is for removing currently installed rough in and reinstallation for the highlighted walls.

Proposal Amount: \$ 7,980.00

Clarifications:

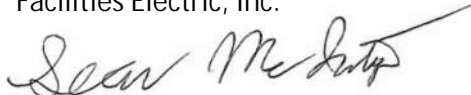
1. Includes removal of (21) boxes and conduit from specified walls.
2. Includes reusing as much material as salvageable for reinstallation.
3. Includes rerouting conduits as need to accommodate new structure steel

Exclusions:

1. All exclusions from the original proposal on bid day.

This proposal is valid for 30 days due to the volatile nature of the commodity material markets.
If the above scope does not concur with your interpretation of the scope of work, please notify us at your earliest convenience. Please do not hesitate to call if there are any questions.

Respectfully submitted,
Facilities Electric, Inc.


Sean McIntyre
Project Manager

SM/sm
236031-31

TECL #17881

Regulated by The Texas Department of Licensing and Regulation, P. O. Box 12157, Austin, TX 78711
1-800-803-9202, 512-463-6599; website: www.TDLR.texas.gov

Red Dot Pricing

QUOTE DATE: Wednesday, June 5, 2024

CUSTOMER NAME: Brookstone Construction

JOB NUMBER & NAME: 23419 Jersey Meadow Event Center 'A' Renovation

CUSTOMER CONTACT: Jasiel Escarcega

RED DOT CONTACT: Justin Flatt

PROJECT TYPE: Erected

Red Dot to provide the following material and labor which will include field modifications and field welding. This material list was derived by following the (6) drawings dated 6/3/24 by Maritech Engineering. These drawing would indicate that the width extension provided by Red Dot needs to be uninstalled and removed. New width extensions will be fabricated per the structural steel drawings provided by Maritech. This quote includes the cost of the outstanding change order quote COQ-11513 quoted previously for the additional roof panel removal. It also includes the cost of additional insulation and the modification of the original insulation to work with the new purlin cavity that has been reduced due the additional purlins added to the existing structure. Red Dot is not responsible for any engineering, sealing or analyzing of the material provided and installed.

1. Columns
 - a. Provide (2) new HSS3-1/2x3-1/2x5/16 columns to include base plate and connection plate. Columns located at frame line E.B and grid lines E.B23 and E.24. Columns will be recessed 6½" and set on 1½" grout. Include (4) grout. Include (4) ¾" x 1'-6" anchor bolts per base plate with ½" x 6" x 8" plate at bottom.
 - b. Provide (2) new HSS4x4x1/4 columns to include base plate and connection plate. Columns located at frame line E.D and grid lines E.22 and E.24. Columns will be recessed 6½" and set on 1½" grout. Include (4) grout. Include (4) ¾" x 1'-6" anchor bolts per base plate with ½" x 6" x 8" plate at bottom.
 - c. Provide (2) HSS6x6x1/4 columns to include base plate and connection plate. Column located at frame line E.E at grid line E.B30 and E.31. Columns will be recessed 6½" and set on 1½" grout. Include (4) grout. Include (4) ¾" x 1'-6" anchor bolts per base plate with ½" x 6" x 8" plate at bottom.

2. Wind Portal
 - a. Provide wind portals located between bay E.D and E.C along with wind portals located between bay E.B and E.A. Wind portals to be constructed of W6x15 columns and W8x18 rafters.
3. Temporary X-bracing
 - a. Provide temporary 5/8" mild steel rod bracing to include turnbuckles located between frame line E.E and E.D at front and back side wall and between frame line E.C and E.B at front and back side wall.
4. Column reinforcement
 - a. Provide column base reinforcement to include increasing existing base plate size, additional 3/8" stiffener and 5/8" x 8" anchors. Refer to detail 10 on sheet RS2.00. This will occur at each existing column at inside face of column. In addition, provide full height 1/4" x 4" flange material welded to inside flange of existing columns. This also occur at each existing column. At each existing column haunch provide 3/8" x 2 1/2" stiffener near and far side and 2 1/2" x 2 1/2" x 5/16" angle near and far side.
5. Rafter reinforcement
 - a. Provide 2 1/2" x 2 1/2" x 1/4" angle 10' in length welded to both sides of top flange and both side of bottom flange at each existing rafters start at rafter to column connection. See detail 5 on sheet RS3.01
6. Additional roof purlins
 - a. Provide 12 runs (full length) Z8x2.5x14 gauge Zee purlins to include additional length to create 3'± lap. New roof purlins will be located between the existing roof purlins.
7. Roof purlin clips
 - a. Provide 2" x 4" x 3/16" angle 5" length to be field welded at each existing rafter to roof purlin connection and each new roof purlin connection.
8. New rafter canopy beams
 - a. Provide double W10x30 to create new tapered rafter beams. Each rafter beam will require cutting flange of W10x30 welding 2 beams to create 1 tapered rafter. See detail 4 on sheet RS3.01. Total of (8) new rafter column beams.
9. Additional rafter
 - a. Per sheet RS1.00 at frame line E.C and frame line E.E provide W10x26 rafter.



Better Building Systems
Mark of Quality

NOTE: Includes Material and Labor

Cost of Changes: \$292,316

Acceptance and authorization of this COQ is required within 10 business days of receiving unless noted otherwise to ensure costs are not affected. If Red Dot is erecting this project and the erector has demobilized before Red Dot is able to fabricate and deliver materials to the job site, additional erection labor will be added to the CO amount.

Red Dot reserves the right to alter this contract price to offset significant steel cost increases imposed upon the metal building industry.

Please authorize by signing below and return to Red Dot via the sender's email.

RED DOT BUILDINGS REPRESENTATIVE

**CUSTOMER
REPRESENTATIVE**

Signature/ Date

Signature/
Date

Printed

Pricing: BDJ

Printed

Reviewed: BDJ

Approved: BDJ

1209 W. Corsicana St. • Athens, Texas 75751 • 800-657-2234 • www.reddotbuildings.com



Fireproof Pricing

Batt and Rigid Building Insulation
Acoustic and Thermal Insulation
Firestop and Penetration Seals
Spray-On Fireproofing



Waterproofing & Dampproofing
Spray-On Polyurethane Foam
Spray-On Insulation
Caulking & Sealants

Jersey Meadow Golf Clubhouse New Building Remodel

06/05/2024

Ref# 17465

ATTN: Jasiel Escarcega

jescarcega@brookstone-tx.com

RE: Remove existing rigid board and install NEW Atlas Ply Pro 1.75" to east wall on the new building.

CO #XX -

Material & Equipment-	\$7,900.00
Labor	\$5,168.00
(OH & P) -	\$1,959.00

TOTAL CHANGE ORDER PRICING: \$15,027.00

Please feel free to contact me with any further questions or concerns regarding this Change Order.

Thank you,
William Lockwood
Project Manager
Fireproof Contractors Inc.

Houston
4255 Clay Business Drive
Katy, TX 77449
(713) 690-7600
Fax: (713) 690-7635

www.fireproofcontractors.com

Exhibit B

Central Texas
P.O. Box 2670
San Marcos, TX 78667
(512) 997-7600
Fax: (512) 997-7677

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Batt and Rigid Building Insulation
Acoustic and Thermal Insulation
Firestop and Penetration Seals
Spray-On Fireproofing



Waterproofing & Dampproofing
Spray-On Polyurethane Foam
Spray-On Insulation
Caulking & Sealants

Jersey Meadow Golf Clubhouse New Building Remodel

06/05/2024

Ref# 17464

ATTN: Jasiel Escarga

JEscarcega@Brookstone-TX.com

RE: Jersey Meadow Golf Clubhouse New Building Remodel

- Reapply dampproofing @ Bldg A East Elevation due to material exceeding exposure time.

TOTAL CHANGE ORDER PRICING: \$2,893.00

Exclusions: N/A

Please feel free to contact me with any further questions or concerns regarding this Change Order.

Thank you,
Diego Paz
Assistant Project Manager
Fireproof Contractors Inc.

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Houston
4255 Clay Business Drive
Katy, TX 77449
(713) 690-7600
Fax: (713) 690-7635

www.fireproofcontractors.com

Exhibit B

Central Texas
P.O. Box 2670
San Marcos, TX 78667
(512) 997-7600
Fax: (512) 997-7677

Comfort Systems



PROPOSED CHANGE ORDER

Print All

PCO# 5
GC#
Date: 6/5/2024

Project Name:

Project #:

TO: Brookstone Construction
ATTN: Jasiel Escarcega
3715 Dacoma St.
Houston, TX 77092

Phone: 713-683-8800

FROM: Comfort Systems USA South Central
Jason Linn
9745 Bent Oak Drive
Houston, TX 77040-2689

Phone: (832) 590-5700
Fax: (832) 856-9723

We hereby propose to make the following changes to the contract scope of work:

Take down and put back the refrigerant piping, (4) FCU's, (1) branch selector and cover open ends on duct lines to allow for the structural work needing done. The copper will have the ends protected and re-rolled up to be re-used when the re-installation takes place. The equipment and material that is taken down will also be taken offsite for storage until it is time to re-install.

Proposed Change Order Amount \$ 12,867

This proposed change order amount is valid for ten (10) days. If conditions change, this PCO is void.
A "Notice to Proceed email" is an acceptance of this price and time extension.
CSUSA is requesting a time extension of 4 days in conjunction with this PCO.
Time extension does not include lead time on equipment.

The above amount and description of this Proposed Change Order are satisfactory and hereby accepted by means of authorized signature below. All work associated with this Proposed Change Order shall be performed under the same terms and conditions of the original contract unless otherwise noted and accepted.

Authorized Signature: Acceptance Date:

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Proposed Change Order Cost Summary

	DESCRIPTION OF COST		Labor	5	Totals
1	Direct Labor		\$ 7,894.08		\$ 7,894
2	Other Direct Cost		\$ 2,315.50	\$ 157.88	\$ 2,473
3	Equipment			\$ -	\$ -
4	Materials			\$ 500.00	\$ 500
5	Rental Equipment			\$ -	\$ -
6	Freight			\$ -	\$ -
7	Material Return / Cancelation Fee			\$ -	\$ -
8	Sales / Use Tax 8.25%			\$ 54.28	\$ 54
9	Subcontracts			\$ -	\$ -
10				SUBTOTAL	\$ 10,922
11			10.00%	Overhead	\$ 1,092
12			5.00%	Profit	\$ 601
13				SUBTOTAL	\$ 12,615
14				Warranty	\$ 252
15				Bond (1%), If Required	\$ -

TOTAL PROPOSED CHANGE ORDER AMOUNT \$ 12,867

Direct Labor

	DESCRIPTION OF COST	ST Mhrs	ST Rate	OT Mhrs	OT Rate	TOTALS
400-000	INSTALL BLOCKOUTS / SLEEVES		\$ 54.82		\$ 5.00	\$ -
401-000	INSTALL LINESETS / ACR	112	\$ 54.82		\$ 82.23	\$ 6,140
402-000	INSTALL SUPPLY & EXHAUST VENTS		\$ 54.82		\$ 82.23	\$ -
403-000	INSTALL CHILLED WATER PIPING		\$ 54.82		\$ 82.23	\$ -
404-000	INSTALL HOT WATER PIPING		\$ 54.82		\$ 82.23	\$ -
405-000	INSTALL STEAM PIPING		\$ 54.82		\$ 82.23	\$ -
406-000	INSTALL DRAIN PIPING		\$ 54.82		\$ 82.23	\$ -
407-000	INSTALL VALVES / STRAINERS / ETC		\$ 54.82		\$ 82.23	\$ -
408-000	INSTALL MAJOR HYDRONIC EQUIPMENT		\$ 54.82		\$ 82.23	\$ -
409-000	PIPE WELDS / PRE-FABRICATION		\$ 54.82		\$ 82.23	\$ -
410-000	AHU CONNECTIONS		\$ 54.82		\$ 82.23	\$ -
411-000	PIPE TESTING / LABELING		\$ 54.82		\$ 82.23	\$ -
412-000	INSTALL MAJOR AIRSIDE EQUIPMENT		\$ 54.82		\$ 82.23	\$ -
413-000	INSTALL PTAC/CRAC/FCU EQUIPMENT		\$ 54.82		\$ 82.23	\$ -
414-000	INSTALL VAVS / DAMPERS / LOUVERS / ETC		\$ 54.82		\$ 82.23	\$ -
415-000	INSTALL HANGERS / SUPPORTS / CURBS		\$ 54.82		\$ 82.23	\$ -
416-000	FAB DUCTBOARD		\$ 54.82		\$ 82.23	\$ -
417-000	INSTALL DUCTBOARD		\$ 54.82		\$ 82.23	\$ -
418-000	INSTALL STOVEPIPE		\$ 54.82		\$ 82.23	\$ -
419-000	DUCT SECTIONING		\$ 54.82		\$ 82.23	\$ -
420-000	INSTALL HP/MP RECTANGULAR DUCT	32	\$ 54.82		\$ 82.23	\$ 1,754
421-000	INSTALL HP/MP ROUND DUCT		\$ 54.82		\$ 82.23	\$ -
422-000	INSTALL LP DUCT		\$ 54.82		\$ 82.23	\$ -
423-000	INSTALL STAINLESS STEEL DUCT		\$ 54.82		\$ 82.23	\$ -
424-000	INSTALL FLEX / GRD'S		\$ 54.82		\$ 82.23	\$ -
425-000	DUCT TESTING		\$ 54.82		\$ 82.23	\$ -
426-000	PUNCH LIST / TRIM OUT		\$ 54.82		\$ 82.23	\$ -
427-000	TEST / BALANCE / ADJUST		\$ 54.82		\$ 82.23	\$ -
428-000	DEMOLITION		\$ -		\$ -	\$ -
429-000	STARTUP / COMMISSIONING	0	\$ 81.47		\$ 122.21	\$ -

Total Hours 32 TOTAL DIRECT LABOR \$ 7,894

Other Direct Cost

	DESCRIPTION OF COST	Mhrs	Rate	TOTALS
300-000	Mobilization / Demobilization	0	\$ 52.50	\$ -
301-000	Permits			\$ -
302-000	Project Manager	4	\$ 95.65	\$ 383
303-000	Engineering / Detailing	0	\$ 98.65	\$ -
304-000	Safety / Quality Control	0	\$ 76.91	\$ -
305-000	Sheet Metal Superintendent	8	\$ 76.91	\$ 615
306-000	Piping Superintendent	12	\$ 76.91	\$ 923
307-000	Project Planning	0	\$ 76.91	\$ -
308-000	Material Handling 5.00%			\$ 395
309-000	Truck / Delivery 1.00%			\$ -
310-000	Setup / Cleanup 0.00%			\$ -
311-000	Freight 3.00%			\$ -
312-000	Rental Equipment			\$ -
313-000	Rigging / Hoisting			\$ -
314-000	Warehouse / Storage			\$ -
315-000	Travel Expense			\$ -
316-000	Housing / Utilities			\$ -
317-000	Meals / Per Diem			\$ -
318-000	Small Tools / Consumables 2.00%			\$ 158
319-000	Blueprints / Supplies 0.00%			\$ -

TOTAL OTHER DIRECT COST \$ 2,473.39

Equipment

	DESCRIPTION	QTY	UNIT COST	TOTALS
100-000	SUPPLY / EXHAUST FANS / RELIEF HOODS			\$ -
101-000	AIR HANDLERS / ERV's			\$ -
102-000	PACKAGED UNITS / RTU'S			\$ -
103-000	ELECTRIC / UNIT HEATERS (1 @ \$950 and 1 @ \$1500)			\$ -
104-000	PTAC'S / CRAC'S / FCU's			\$ -
105-000	CONTROLS / VFD'S / STARTERS			\$ -
106-000	VAV'S / FP BOXES			\$ -
107-000	GRILLES / REGISTERS / DIFUSERS			\$ -
108-000	MOTORIZED DAMPERS & LOUVERS			\$ -
109-000	FIRE DAMPERS / VOLUME DAMPERS			\$ -
110-000	SOUND ATTENUATORS			\$ -
111-000	HUMIDITY CONTROL EQUIPMENT			\$ -
112-000	SMOKE DETECTORS			\$ -
113-000	COOLING TOWERS			\$ -
114-000	HYDRONIC PUMPS			\$ -
115-000	CONDENSING UNITS			\$ -
116-000	CHILLERS			\$ -
117-000	BOILERS			\$ -
118-000	HEAT EXCHS / WATER SPEC / STEAM SPEC			\$ -
119-000	VIBRATION ISOLATION			\$ -
120-000	VALVES / SUCTION DIFFUSERS / STRAINERS			\$ -

TOTAL EQUIPMENT COST \$ -

Material

	DESCRIPTION	QTY	UNIT COST	TOTALS
200-000	BLOCKOUTS / SLEEVES			\$ -
201-000	WELDING RODS / GASES			\$ -
202-000	COPPER PIPE & FITTINGS			\$ -
203-000	STEEL PIPE & FITTINGS			\$ -
204-000	DRAIN PIPE & FITTINGS			\$ -
205-000	PIPE INSULATION			\$ -
206-000	MISC / PREFAB PIPE MATERIAL	1	\$ 250.00	\$ 250
207-000	WATER TREATMENT CHEMICALS			\$ -
208-000	FIBERGLASS DUCTBOARD			\$ -
209-000	GALVANIZED DUCT			\$ -
210-000	STAINLESS STEEL DUCT			\$ -
211-000	FABRICATED DUCT			\$ -
212-000	DUCT INSULATION			\$ -
213-000	FLEX DUCT & ACCESSORIES			\$ -
214-000	MISC DUCT MATERIALS	1	\$ 250.00	\$ 250
215-000	EQUIPMENT RACKS / SUPPORTS / CURBS			\$ -
216-000	FIRE STOPPING / FIRE CAULK			\$ -
217-000	ACCESS DOORS			\$ -
218-000	FILTERS/MEDIA			\$ -
219-000	BATH, DRYER, RANGE VENTING			\$ -
220-000	MISC VENTING / EXHAUST			\$ -
221-000	REFRIGERANT			\$ -
222-000	CONTROL WIRE			\$ -
223-000	MISC STARTUP MATERIALS			\$ -

TOTAL MATERIAL COST \$ 500

Protech Pricing

Protech Solutions Group LLC

Change Order Recapitulation

PSG CO# **03**
 PSG FOREMAN **VICTOR R**
 Company Requesting Work **BROOKSTONE**

Scope of Work SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

Contractor Name: <u>BROOKSTONE CONSTRUCTION</u>		Date: <u>6/5/2024</u>
Address: _____		Project No.: <u>LF23-031-00</u>
Telephone No.: _____ Fax: _____		Project Name: <u>JERSEY MEADOW GOLF COURSE</u>
Period _____ to _____		

CONTRACTOR WORK Complete Prices		
A. Total Contractor Labor	\$	11,057.20
B. Total Contractor Materials & Disposal	\$	795.50
C. Total Contractor Equipment	\$	875.00
D. Total Rental Equipment	\$	-
E. Total Subcontractors	\$	3,262.50
F. CONTRACTOR TOTAL (total lines A + B + C + D)	\$	15,990.20

Other Charges		
G. State Notification Fee		
H. Lodging & Per Diem	\$	-
I. Waste Hauling		
J. Shoring		
K.		
L. Total Other Charges	\$	-

1.0 Other Charges Plus: 10% Overhead and Profit	Overhead	\$	1,599.02
2.0	Subtotal	\$	17,589.22
3.0		\$	-
4.0 Total		\$	17,589.22
5.0 Insurance (N/A)		\$	-
6.0 Amount Requested (F+L+ 5)		\$	17,589.22

SECTION D: CONTRACTOR'S CERTIFICATION	
I certify compliance with all contract provisions, that all work has been performed and/or material supplied as included in this Expense And Fee Summary. I further certify that the labor rates, material prices, insurance enumerations, labor fringe benefit enumerations and equipment rental rates are correct and in accordance with actual and true costs incurred.	
Contractor's Signature _____ Print Name of Authorized Signature _____ Print Title _____	Sworn before me this _____ of _____ 20____ Notary Public _____

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

PSG

AUTHORIZED FIELD CHANGE ORDER - A. Payroll Report

Project Name: JERSEY MEADOW GOLF COURSE
 Project Location: _____
 Company Requesting Work: BROOKSTONE
 PSG Supervisor VICTOR R

Change Order # : 03
0
 Project # : LF23-031-00
 Date: 6/5/2024

Scope of Work _____

	TRADE	HOURS	TYPE	RATE	COST
1	Laborer	280	Straight Time	\$29.45	\$ 8,246.00
2	Laborer		Over-Time	\$44.18	\$ -
3	Laborer		Premium Time	\$58.90	\$ -
4	Burner		Straight Time	\$35.00	\$ -
5	Burner		Over-Time	\$52.50	\$ -
6	Burner		Premium Time	\$70.00	\$ -
7	Operator		Straight Time	\$45.00	\$ -
8	Operator		Over-Time	\$67.50	\$ -
9	Operator		Premium Time	\$90.00	\$ -
10	Foreman	70	Straight Time	\$40.16	\$ 2,811.20
11	Foreman		Over-Time	\$60.24	\$ -
12	Forman		Premium Time	\$80.32	\$ -
13					\$ -
14					\$ -
15					\$ -
16					\$ -
17					\$ -
18					\$ -
19					\$ -
20					\$ -
21					\$ -
350 Total Labor Costs					\$ 11,057.20

I CERTIFY THE ABOVE TO BE A TRUE STATEMENT OF WORK PERFORMED

AUTHORIZED OWNER REPRESENTATIVE

COMPANY

Exhibit B

366

Labor Category	# Employees	Man Days	Lodging	Per Diem	Totals
			\$0/mn/dy	\$0/mn/dy	
Laborer			\$ -	\$ -	\$ -
Supervisor			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -

PSG

AUTHORIZED FIELD CHANGE ORDER - B. Materials & C. Disposal

Project Name: JERSEY MEADOW GOLF COURSE
 Project Location: 0
 Company Requesting Work: BROOKSTONE
 PSG Foremen: VICTOR R

Change Order #: 03
 Project #: LF23-031-00
 Date: 6/5/2024

Scope of Work: SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

B. MATERIALS

Boots	QTY	UNIT	COST	TOTAL	Building Supplies	QTY	UNIT	COST	TOTAL	Respirators	QTY	UNIT	COST	TOTAL
Latex Boot Covers, Disposable		EA PR	\$ 6.75	\$ -	1x3x8		EA	\$ 7.50	\$ -	Dust Mask		EA	\$ 0.65	\$ -
Rubber Boots		EA PR	\$ 27.60	\$ -	2x3x8		EA	\$ 8.75	\$ -	Full Face		EA	\$ 110.00	\$ -
Hazmax Nitrile Boots (green)		EA PR	\$ 61.50	\$ -	2x4x8		EA	\$ 10.20	\$ -	Half Face		EA	\$ 32.00	\$ -
				\$ -	1/2" plywood		EA	\$ 44.10	\$ -	PAPR- Assembly		EA	\$ 800.00	\$ -
				\$ -	3/4" Plywood		EA	\$ 46.25	\$ -					\$ -
Hearing Protection	QTY	UNIT	COST	TOTAL	Decon Panels (pre-fab)		EA	\$ 41.50	\$ -					\$ -
Ear Plugs		BX	\$ 32.65	\$ -	Screws-3"		BX	\$ 31.68	\$ -					\$ -
Ear Muffs				\$ -	Nails		LB	\$ 6.25	\$ -	Waste Containers	QTY	UNIT	COST	TOTAL
				\$ -	Light Bulbs-100W		EA	\$ 3.00	\$ -	Drum 55 gal open top		EA	\$ 44.00	\$ -
				\$ -	Hasps (1 set)		EA	\$ 5.50	\$ -	C&D Haul		EA	\$ 650.00	\$ -
Gloves	QTY	UNIT	COST	TOTAL	Hinges (1 set)		EA	\$ 3.79	\$ -	6 Mil ACM Bag (50)		ROLL	\$ 134.67	\$ -
Cotton		EA PR	\$ 3.50	\$ -	Sawzall Blades		EA	\$ 3.10	\$ -	Clear 4 mil garbage bag (100)		ROLL	\$ 81.15	\$ -
Leather		EA PR	\$ 3.75	\$ -	Circular saw blades		EA	\$ 12.75	\$ -	Vacuum Bags		EA	\$ 5.75	\$ -
Neoprene		EA PR	\$ 4.50	\$ -	Razor knife blades		EA	\$ 12.00	\$ -	Burlap Bags		EA	\$ 0.55	\$ -
Nitrile		EA PR	\$ 3.25	\$ -	4" Scraper blades		EA	\$ 3.75	\$ -					\$ -
Latex Rubber		EA PR	\$ 6.25	\$ -	Staples		BX	\$ 3.03	\$ -	Removal Materials	QTY	UNIT	COST	TOTAL
				\$ -					\$ -	Lag Cloth		PER YD	\$ 22.55	\$ -
Eye Protection	QTY	UNIT	COST	TOTAL	Prep Materials	QTY	UNIT	COST	TOTAL	CP11 - Sealant		GAL	\$ 34.15	\$ -
Safety Glasses		EA	\$ 3.75	\$ -	Poly Sheeting, 20x100 FR		ROLL	\$ 92.00	\$ -	Glove-Bags		EA	\$ 13.05	\$ -
Safety Goggles		EA	\$ 6.20	\$ -	Reinforced Poly Sheeting FR		ROLL	\$ 183.00	\$ -	Burlap Bags		EA	\$ 0.55	\$ -
Face Shield		EA	\$ 3.55	\$ -	Poly Sheeting 20x100		ROLL	\$ 83.00	\$ -	High Temp Glove Bag		EA	\$ 897.00	\$ -
				\$ -	Reinforced Poly Sheeting		ROLL	\$ 165.00	\$ -	Clear Disposable Bags(75)		ROLL	\$ 55.00	\$ -
				\$ -	Negative Air Ducting		ROLL	\$ 31.00	\$ -	Wetting Agent		GAL	\$ 9.00	\$ -
Disposable Protective Suits	QTY	UNIT	COST	TOTAL	2" Duct Tape		ROLL	\$ 7.75	\$ -	Lock Down encapsulant		GAL	\$ 9.60	\$ -
Polypropylene		CASE	\$ 19.75	\$ -	3" Duct Tape		ROLL	\$ 12.35	\$ -	Rags (25lbs box)		LB	\$ 1.60	\$ -
Poly-Coated Tyvek (Yellow)		CASE	\$ 21.10	\$ -	Foam Sealant		EA	\$ 7.25	\$ -	Mastic Remover		GAL	\$ 18.00	\$ -
Saranex Tyvek (White)		EA	\$ 20.35	\$ -	Spray Adhesive		EA	\$ 4.25	\$ -	Low Odor Mastic Remover		GAL	\$ 17.95	\$ -
Tyvek (White)		EA	\$ 3.75	\$ -	Manometer		EA	\$ 243.00	\$ -	Mastic Absorbent		BAG	\$ 11.15	\$ -
Polypropylene		EA	\$ 1.00	\$ -					\$ -	Absorbent Pads		EA	\$ 1.15	\$ -
				\$ -					\$ -	Shockwave		GAL	\$ 43.50	\$ -

PSG

AUTHORIZED FIELD CHANGE ORDER - B. Materials & C. Disposal

Project Name: JERSEY MEADOW GOLF COURSE
Project Location: 0
Company Requesting Work: BROOKSTONE
PSG Foremen: VICTOR R

Change Order #: 03
Project #: LF23-031-00
Date: 6/5/2024

Scope of Work: SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

Signage	QTY	UNIT	COST	TOTAL					\$ -	Lay Flat		RL	\$ 55.00	\$ -
Danger Asbestos Sign		EA	\$ 0.75	\$ -	Respirator Cartridges/Filters	QTY	UNIT	COST	TOTAL	Mop Head		EA	\$ 5.30	\$ -
Danger Asbestos Tape		FT	\$ 0.05	\$ -	HEPA Half-Face (PAIR)		EA	\$ 9.75	\$ -					\$ -
Caution Tape		ROLL	\$ 9.00	\$ -	HEPA PAPR		EA	\$ 11.25	\$ -					\$ -
Danger Lead Signs		EA	\$ 0.75	\$ -	Mercury Cartridges		EA	\$ 20.00	\$ -					\$ -
Danger Lead Tape		FT	\$ 0.05	\$ -	Organic Vapor/Acid Gas/HEPA		EA	\$ 10.85	\$ -					\$ -
Danger Mold Sign		EA	\$ 0.75	\$ -	Respirator Wipes		BOX	\$ 14.20	\$ -					\$ -
Danger Tape 1,000FT		ROLL	\$ 16.00	\$ -	Negative Air Filter - Pre		EA	\$ 1.25	\$ -					\$ -
Decontamination Unit Supplies	QTY	UNIT	COST	TOTAL	Negative Air Filter - Intermediate		EA	\$ 5.54	\$ -					\$ -
Towels		CASE	\$ 33.00	\$ -	Negative Air Filter - HEPA		EA	\$ 165.00	\$ -					\$ -
Shower Soap		EA	\$ 4.15	\$ -	Vacuum Filter-5 GAL		EA	\$ 10.00	\$ -					\$ -
Hand Soap/Citrus Degreaser		EA	\$ 5.85	\$ -					\$ -					\$ -
				\$ -					\$ -					\$ -
Subtotal Column All Pages				\$ -	Subtotal Column All Pages				0	Total Material Costs				\$ -

I CERTIFY THE ABOVE TO BE A TRUE STATEMENT OF WORK PERFORMED

C: DISPOSAL

	Material Disposed	QTY	UNIT	COST	Total
	C&D	37	YD	\$ 21.50	\$ 795.50
	ACM		YD	\$ 30.00	\$ -
AUTHORIZED OWNER REPRESENTATIVE	COMPANY			Total Disposal Costs	\$ 795.50

AUTHORIZED FIELD CHANGE ORDER - D. Equipment

Project Name: JERSEY MEADOW GOLF COURSE
Project Location:
Company Requesting Work: BROOKSTONE
PSG Supervisor: VICTOR R

Change Order # : 03
Project # : LF23-031-00
Date: 6/5/2024

Scope of Work SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

<i>Mobilization and On-site</i>	QTY.	UNIT	COST	TOTAL	<i>Lighting and Electrical</i>	QTY.	UNIT	COST	TOTAL	<i>Power Tools</i>	QTY.	UNIT	COST	TOTAL
16' Box Truck		DAY	\$ 175.00	\$ -	Extension Cords		DAY	\$ 2.00	\$ -	Drill-Hand Held		DAY	\$ 16.00	\$ -
		WEEK	\$ 550.00	\$ -			WEEK	\$ 10.00	\$ -			WEEK	\$ 58.00	\$ -
		MONTH	\$ 1,500.00	\$ -	1		MONTH	\$ 30.00	\$ -	1		MONTH	\$ 149.00	\$ -
Pick-up Truck		DAY	\$ 100.00	\$ -	GFCI Electrical Panel (100 amp)		DAY	\$ 12.00	\$ -	Grinder-Hand Held		DAY	\$ 21.00	\$ -
		WEEK	\$ 300.00	\$ -			WEEK	\$ 84.00	\$ -			WEEK	\$ 67.00	\$ -
		MONTH	\$ 850.00	\$ -	1		MONTH	\$ 250.00	\$ -	1		MONTH	\$ 179.00	\$ -
Tractor with		DAY	\$ 380.00	\$ -	GFCI Panel Wiring (LF)		DAY	\$ 12.00	\$ -	Sander-Belt		DAY	\$ 18.00	\$ -
		WEEK	\$ 1,220.00	\$ -			WEEK	\$ 75.00	\$ -			WEEK	\$ 59.00	\$ -
		MONTH	\$ 3,965.00	\$ -			MONTH	\$ 225.00	\$ -			MONTH	\$ 163.00	\$ -
Closed Trailer		DAY	\$ 125.00	\$ -	Halogen Lights		DAY	\$ 6.00	\$ -	Sander-Disc		DAY	\$ 21.00	\$ -
		WEEK	\$ 375.00	\$ -			WEEK	\$ 25.00	\$ -			WEEK	\$ 64.00	\$ -
		MONTH	\$ 1,125.00	\$ -			MONTH	\$ 65.00	\$ -			MONTH	\$ 180.00	\$ -
Roll-off Trailer		DAY		\$ -	50' String Lights		DAY	\$ 3.00	\$ -	Circular Saw		DAY	\$ 25.00	\$ -
		WEEK		\$ -			WEEK	\$ 17.00	\$ -			WEEK	\$ 125.00	\$ -
		MONTH		\$ -			MONTH	\$ 50.00	\$ -			MONTH	\$ 275.00	\$ -
Lowboy		DAY	\$ 100.00	\$ -	Diesel Light Tower		DAY	\$ 58.00	\$ -			DAY	\$ -	\$ -
		WEEK	\$ 405.00	\$ -			WEEK	\$ 196.00	\$ -			WEEK	\$ -	\$ -
		MONTH	\$ 1,455.00	\$ -			MONTH	\$ 588.00	\$ -			MONTH	\$ -	\$ -
Flat Trailer		DAY	\$ 65.00	\$ -	Bull Dog Lights (TriPod)		DAY	\$ 36.00	\$ -			DAY		\$ -
		WEEK	\$ 300.00	\$ -			WEEK	\$ 108.00	\$ -			WEEK		\$ -
		MONTH	\$ 900.00	\$ -			MONTH	\$ 324.00	\$ -			MONTH		\$ -
Decontamination Trailer		DAY	\$ 90.00	\$ -	Generator (watt)		DAY	\$ 81.00	\$ -					\$ -
		WEEK	\$ 715.00	\$ -			WEEK	\$ 594.00	\$ -					\$ -
		MONTH	\$ 2,500.00	\$ -	1		MONTH	\$ 1,782.00	\$ -					\$ -
					Transformer for 100 amp panel		DAY		\$ -					\$ -
Subtotal				\$ -			WEEK		\$ -					\$ -
							MONTH		\$ -					\$ -
					Subtotal				\$ -	Subtotal				\$ -

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

AUTHORIZED FIELD CHANGE ORDER - D. Equipment

Project Name: JERSEY MEADOW GOLF COURSE
Project Location:
Company Requesting Work: BROOKSTONE
PSG Supervisor: VICTOR R

Change Order # : 03
Project # : LF23-031-00
Date: 6/5/2024

Scope of Work SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

Access Equipment	QTY.	UNIT	COST	TOTAL	Cutting Equipment	QTY.	UNIT	COST	TOTAL	Heavy Equipment	QTY.	UNIT	COST	TOTAL
Baker Scaffold 29"x72"		DAY	\$ 16.00	\$ -	Sawzall		DAY	\$ 16.00	\$ -	Vac Loader		DAY	\$ 171.00	\$ -
		WEEK	\$ 48.00	\$ -			WEEK	\$ 54.00	\$ -			WEEK	\$ 1,250.00	\$ -
		MONTH	\$ 128.00	\$ -		1	MONTH	\$ 132.00	\$ -			MONTH	\$ 3,750.00	\$ -
Beam Clamps		DAY	\$ 12.50	\$ -	Band Saw		DAY	\$ 30.00	\$ -	COMPRESSOR		DAY	\$ 148.00	\$ -
		WEEK	\$ 50.00	\$ -			WEEK	\$ 99.00	\$ -			WEEK	\$ 390.00	\$ -
		MONTH	\$ 150.00	\$ -			MONTH	\$ 266.00	\$ -		1.00	MONTH	\$ 925.00	\$ -
Beam Straps		DAY		\$ -	Walk Behind Concrete Saw		DAY	\$ 70.00	\$ -	Aerial Lift		DAY	\$ 400.00	\$ -
		WEEK		\$ -			WEEK	\$ 280.00	\$ -			WEEK	\$ 800.00	\$ -
		MONTH		\$ -			MONTH	\$ 675.00	\$ -		1.00	MONTH	\$ 2,000.00	\$ -
Harness with Lanyards		DAY	\$ 8.00	\$ -	Walk Behind Roof Saw		DAY	\$ 70.00	\$ -	Backhoe		DAY	\$ 400.00	\$ -
		WEEK	\$ 32.00	\$ -			WEEK	\$ 280.00	\$ -			WEEK	\$ 900.00	\$ -
		MONTH	\$ 100.00	\$ -			MONTH	\$ 675.00	\$ -		1.00	MONTH	\$ 2,900.00	\$ -
Ladder - Extension 16' - 24'		DAY	\$ 19.00	\$ -	Torch Outfit		DAY	\$ 4.00	\$ -	Skid Steer W/ Attachment		DAY	\$ 200.00	\$ -
		WEEK	\$ 62.00	\$ -			WEEK	\$ 14.00	\$ -		1.00	WEEK	\$ 875.00	\$ 875.00
		MONTH	\$ 157.00	\$ -			MONTH	\$ 50.00	\$ -		1.00	MONTH	\$ 3,500.00	\$ 3,500.00
Ladder- Extension 28' - 40'		DAY	\$ 24.00	\$ -	Welder		DAY	\$ 58.00	\$ -	Brokk 250 Class		DAY		\$ -
		WEEK	\$ 72.00	\$ -			WEEK	\$ 174.00	\$ -			WEEK		\$ -
	1.00	MONTH	\$ 197.00	\$ -			MONTH	\$ 522.00	\$ -			MONTH		\$ -
Ladder- Step 6' - 10'		DAY	\$ 15.00	\$ -	Plasma Cutter		DAY	\$ 105.00	\$ -	Excavator 200 Class		DAY	\$ 550.00	\$ -
		WEEK	\$ 48.00	\$ -			WEEK	\$ 313.00	\$ -			WEEK	\$ 2,195.00	\$ -
	1.00	MONTH	\$ 129.00	\$ -			MONTH	\$ 545.00	\$ -			MONTH	\$ 7,835.00	\$ -
Ladder- Step 12' - 16'		DAY	\$ 29.00	\$ -	Demo Saw		DAY	\$ 48.00	\$ -	340 Excavator		DAY	\$ 950.00	\$ -
		WEEK	\$ 103.00	\$ -			WEEK	\$ 144.00	\$ -			WEEK	\$ 4,750.00	\$ -
		MONTH	\$ 272.00	\$ -			MONTH	\$ 432.00	\$ -			MONTH	\$ 19,000.00	\$ -
Retractable Life-lines		DAY		\$ -	DEMO SAW BLADE		EA	\$ 175.00	\$ -	49 Excavator		DAY	\$ 950.00	\$ -
		WEEK		\$ -	CUP GRINDER BLADE		EA	\$ 110.00	\$ -			WEEK	\$ 4,750.00	\$ -
		MONTH		\$ -					\$ -			MONTH	\$ 19,000.00	\$ -
Systems Scaffold		DAY		\$ -	Subtotal				\$ -	Excavator 1100 -1250 Class		DAY	\$ 1,885.00	\$ -
		WEEK		\$ -								WEEK	\$ 7,530.00	\$ -
		MONTH		\$ -								MONTH	\$ 26,885.00	\$ -
Safety Lift Tripod & Harness		DAY		\$ -						Articulated Dump Truck		DAY	\$ 705.00	\$ -
		WEEK		\$ -								WEEK	\$ 2,820.00	\$ -
		MONTH		\$ -								MONTH	\$ 10,070.00	\$ -
Subtotal				\$ -						Crushing Plant		DAY		\$ -
												WEEK		\$ -
												MONTH		\$ -
														\$ -
										Subtotal				\$ 875.00

AUTHORIZED FIELD CHANGE ORDER - D. Equipment

Project Name: JERSEY MEADOW GOLF COURSE
Project Location:
Company Requesting Work: BROOKSTONE
PSG Supervisor: VICTOR R

Change Order # : 03
Project # : LF23-031-00
Date: 6/5/2024

Scope of Work SAWCUT & REMOVE CONCRETE OF APPROX 725 LF OF 5" CONCRETE. REMOVE HEADWALL AND STUDS AND PLYPRO PER DRAWINGS ATTACHED

Abatement Equipment	QTY.	UNIT	COST	TOTAL	Miscellaneous Equipment	QTY.	UNIT	COST	TOTAL	Equipment Attachments	QTY.	UNIT	COST	TOTAL
Airless Sprayer		DAY	\$ 34.00	\$ -	Air Compressor up to 185cfm		DAY	\$ 91.00	\$ -	1000 Series Shear/UP		DAY		\$
		WEEK	\$ 246.00	\$ -			WEEK	\$ 291.00	\$ -			WEEK		\$
	1	MONTH	\$ 736.00	\$ -		1.00	MONTH	\$ 820.00	\$ -			MONTH		\$
Dehumidifier - A (15 Gallons)		DAY	\$ 40.00	\$ -	Air Dryers		DAY	\$ 65.00	\$ -	1500 Series Shear/UP		DAY		\$
		WEEK		\$ -			WEEK		\$ -			WEEK		\$
		MONTH		\$ -			MONTH		\$ -			MONTH		\$
Dehumidifier - B (25 Gallons)		DAY	\$ 60.00	\$ -	8" Blast track		DAY	\$ 675.00	\$ -	2000 Series Shear/UP		DAY		\$
		WEEK		\$ -			WEEK	\$ 1,765.00	\$ -			WEEK		\$
	1.00	MONTH		\$ -			MONTH	\$ 3,200.00	\$ -			MONTH		\$
Drum Vacuum		DAY		\$ -	Carts, Waste Transport		DAY	\$ 18.00	\$ -	2500 Series Shear/UP		DAY		\$
		WEEK		\$ -			WEEK	\$ 126.00	\$ -			WEEK		\$
		MONTH		\$ -		1	MONTH	\$ 378.00	\$ -			MONTH		\$
HEPA Vacuum 15 Gallon		DAY	\$ 15.00	\$ -	Floor Buffers		DAY	\$ 120.00	\$ -	7500 Series Shear		DAY		\$
		WEEK		\$ -			WEEK	\$ 480.00	\$ -			WEEK		\$
	1	MONTH		\$ -		1	MONTH	\$ 1,200.00	\$ -			MONTH		\$
HEPA Vacuum 5 Gallon		DAY	\$ 3.00	\$ -	Floor Grinder		DAY	\$ 135.00	\$ -	Concrete Breaker		DAY	\$ 150.00	\$
		WEEK	\$ 22.00	\$ -			WEEK	\$ 540.00	\$ -			WEEK	\$ 750.00	\$
	1	MONTH	\$ 65.00	\$ -		1	MONTH	\$ 1,620.00	\$ -			MONTH	\$ 2,250.00	\$
Locker - 6 Tier		DAY		\$ -	Floor Tile Machine, Battery		DAY		\$ -					
		WEEK		\$ -			WEEK		\$ -					
		MONTH		\$ -			MONTH		\$ -					
Mercury Vacuum		DAY		\$ -	Pressure Washer, Cold-Electric		DAY	\$ 70.00	\$ -					
		WEEK		\$ -			WEEK	\$ 210.00	\$ -					
		MONTH		\$ -			MONTH	\$ 630.00	\$ -					
Negative Air Unit (1K)		DAY	\$ 7.00	\$ -	Pressure Washer, Hot-Gas		DAY	\$ 109.00	\$ -					
		WEEK		\$ -			WEEK	\$ 327.00	\$ -					
	1	MONTH		\$ -			MONTH	\$ 981.00	\$ -					
Negative Air Unit (2k)		DAY	\$ 14.00	\$ -	Pump - Double Diaphragm		DAY	\$ 60.00	\$ -					
		WEEK	\$ 100.00	\$ -	including hoses		WEEK	\$ 196.00	\$ -					
	1	MONTH	\$ 299.00	\$ -			MONTH	\$ 198.00	\$ -					
Portable Showers		DAY	\$ 30.25	\$ -	Pump - Submersible		DAY	\$ 47.00	\$ -					
		WEEK	\$ 151.25	\$ -	including hose		WEEK	\$ 180.00	\$ -					
		MONTH	\$ 605.00	\$ -			MONTH	\$ 516.00	\$ -					
Portable Sink		DAY		\$ -	Pump - Trash - 3"		DAY	\$ 113.00	\$ -					
		WEEK		\$ -	including hoses		WEEK	\$ 430.00	\$ -	Subtotal				\$
		MONTH		\$ -			MONTH	\$ 1,042.00	\$ -					
Shower Pump		DAY		\$ -	Water Hose - 50 Foot		DAY	\$ 7.00	\$ -					
		WEEK		\$ -			WEEK	\$ 21.00	\$ -					
		MONTH		\$ -		1	MONTH	\$ 63.00	\$ -					
Water Filtration Unit, 5 micron		DAY	\$ 23.25	\$ -	Rivet Breaker		DAY		\$ -					
		WEEK	\$ 116.25	\$ -			WEEK		\$ -					
		MONTH	\$ 465.00	\$ -			MONTH		\$ -					
Pop-Up Decon		DAY	\$ 3.00	\$ -	Jack Hammer		DAY	\$ 52.00	\$ -					
		WEEK	\$ 19.00	\$ -			WEEK	\$ 156.00	\$ -					
						1	MONTH	\$ 468.00	\$ -					
					Trash Chute-50'		DAY		\$ -					
							WEEK		\$ -					
	1	MONTH	\$ 55.00	\$ -			MONTH		\$ -					
Subtotal				\$ -	Subtotal				\$ -					

Project Name: JERSEY MEADOW GOLF COURSE
 Project Location: _____
 Company Requesting Work: BROOKSTONE
 PSG Supervisor VICTOR R

Change Order #: 03
Project #: LF23-031-00
Date: 6/5/2024

Hand Tools	QTY.	UNIT	COST	TOTAL	Storage and Waste Trailers	QTY.	UNIT	COST	TOTAL	Fuel	QTY.	UNIT	COST	TOTAL
Scraper		EA	\$ 5.25	\$ -	40yd Roll Off		DAY	\$ -	\$ -	Gasoline		GAL	MKT PRICE	
5-in-1 Scraper Tool		EA	\$ 5.25	\$ -			WEEK	\$ -	\$ -	2 - Cycle Fuel/Oil Mix (110 Oz)		CAN	\$ 27.00	\$
Wire Brush		EA	\$ 2.85	\$ -	1		MONTH	\$ -	\$ -	Diesel		GAL	MKT PRICE	
Razor Knife		EA	\$ 3.27	\$ -	40yd Closed Box		DAY	\$ -	\$ -	Diesel - Off Road		GAL	MKT PRICE	
Floor Stripping Pad (5 cs)		EA	\$ 1.45	\$ -			WEEK	\$ -	\$ -	Propane		CYLINDER	\$ 305.00	\$
Hand Scrubbing Pad (48 cs)		EA	\$ 1.45	\$ -	1		MONTH	\$ -	\$ -	Oxygen		CYLINDER	\$ 250.00	\$
Staple Gun		EA	\$ 23.75	\$ -	Office Trailer		DAY	\$ -	\$ -					
							WEEK	\$ -	\$ -					
							MONTH	\$ -	\$ -					
					40' Dry Trailer		DAY	\$ -	\$ -					
							WEEK	\$ -	\$ -					
							MONTH	\$ -	\$ -					
					Conex Box		DAY	\$ -	\$ -					
							WEEK	\$ -	\$ -	**Fuel prices are subject to change depending on market price.**				
							MONTH	\$ -	\$ -					
Subtotal				\$ -	Subtotal				\$ -	Subtotal				\$
I CERTIFY THE ABOVE TO BE A TRUE STATEMENT OF WORK PERFORMED														
AUTHORIZED OWNER REPRESENTATIVE							COMPANY			Total Equipment Costs				\$ 87.00

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

SUB CONTRACTORS

Saw Cutting

QTY	UNIT	COST	TOTAL
725	LF	\$ 4.50	\$ 3,262.50

9800 Richmond Ave, Suite 460
Houston TX 77042
Phone: 713.337.8881
Fax: 713.337.8882

MEP
COLLABORATIVE ENGINEERING GROUP
8904 Fairbanks N. Houston, Suite 201
Houston, Texas 77064
Phone: 281.598.1170

CIVIL
GARZA EMC, LLC
9106 Wheat Cross Drive
Houston TX 77095
Phone: 713.491.6039

FOOD SERVICE CONSULTANT
COUNIHAN AND ASSOCIATES
500 E. Whitestone Blvd
Po Box 3248
Cedar Park TX 78630
Phone: 512.388.4665



AIA - Texas Registration #15607

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DATE 01/26/23

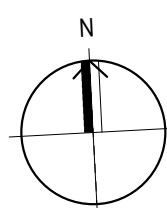
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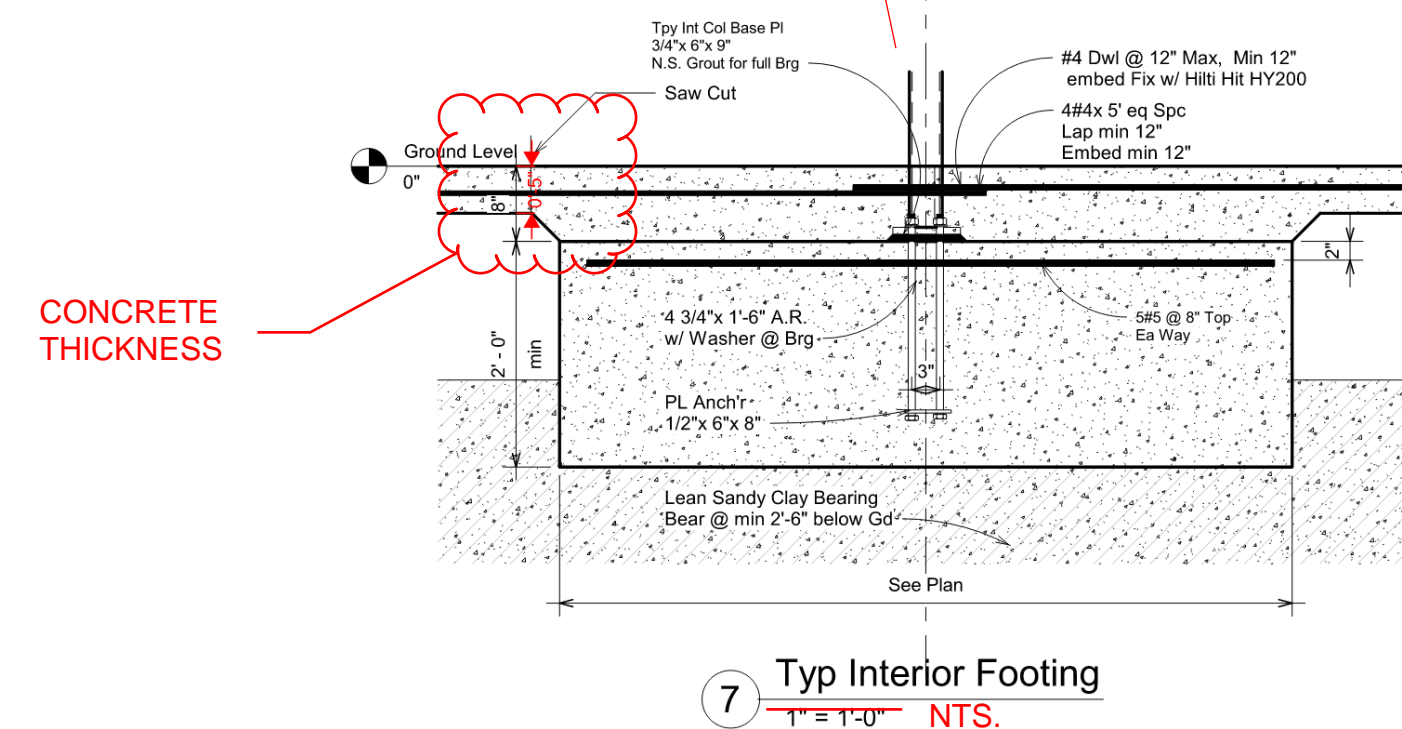
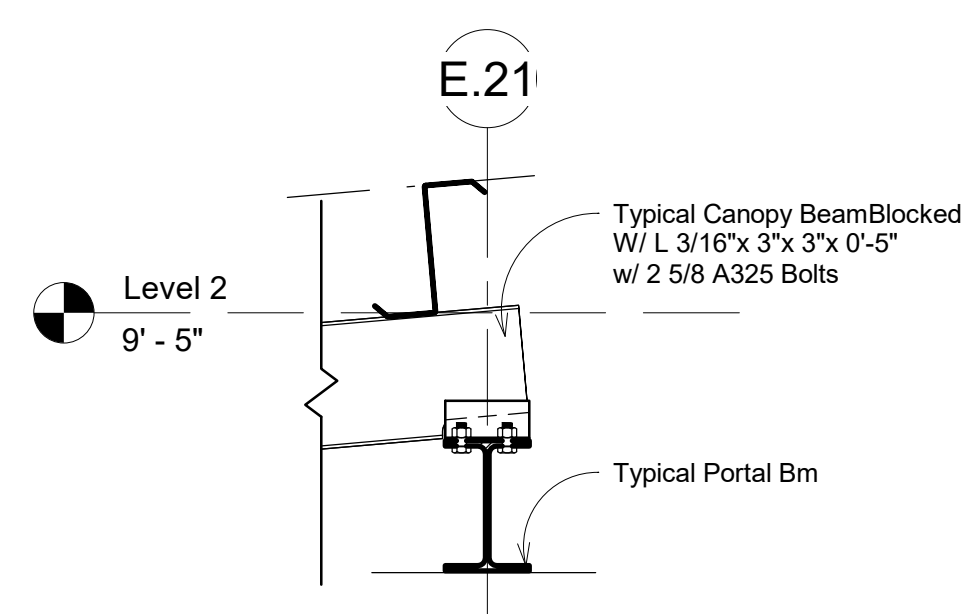
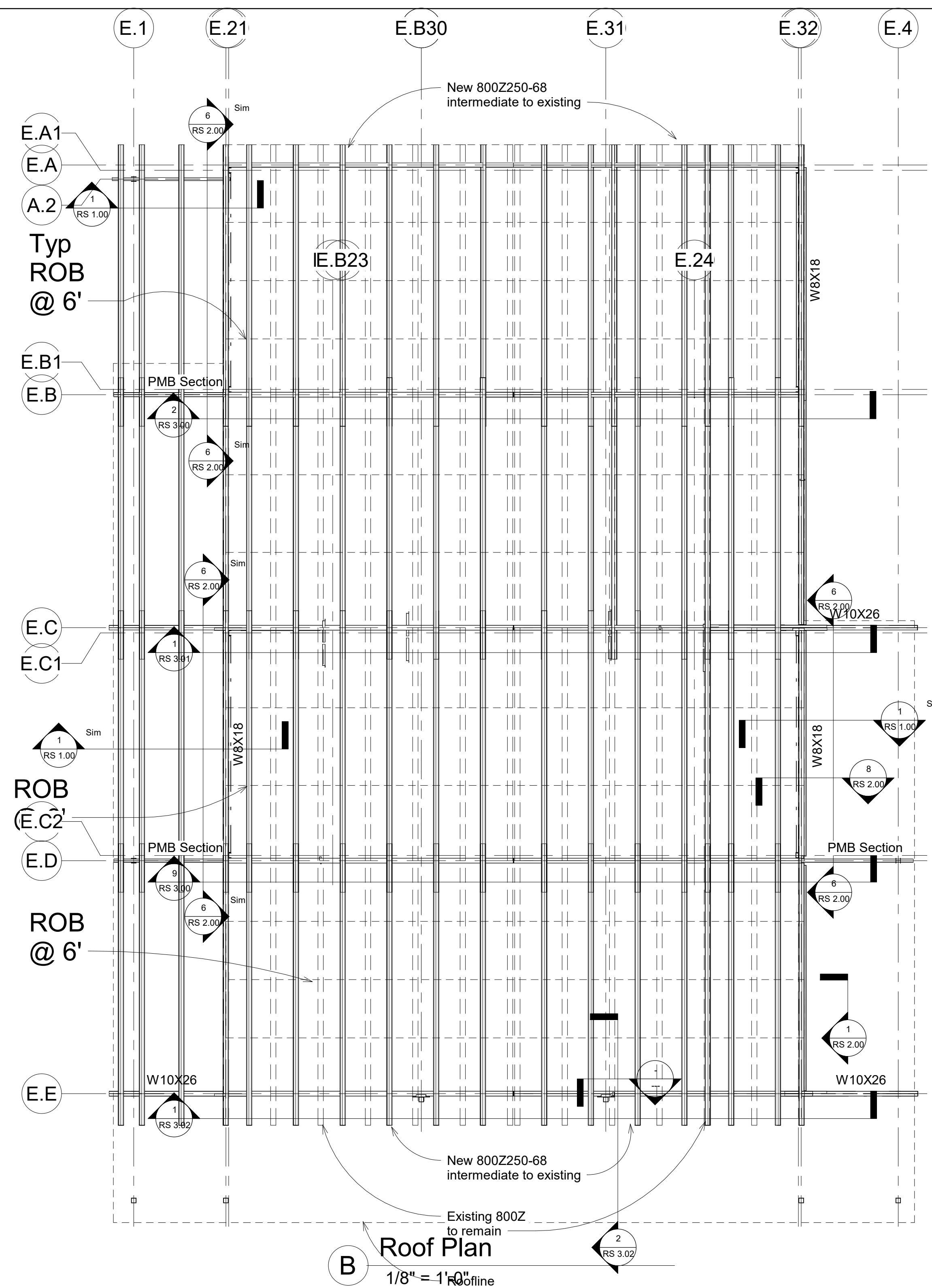
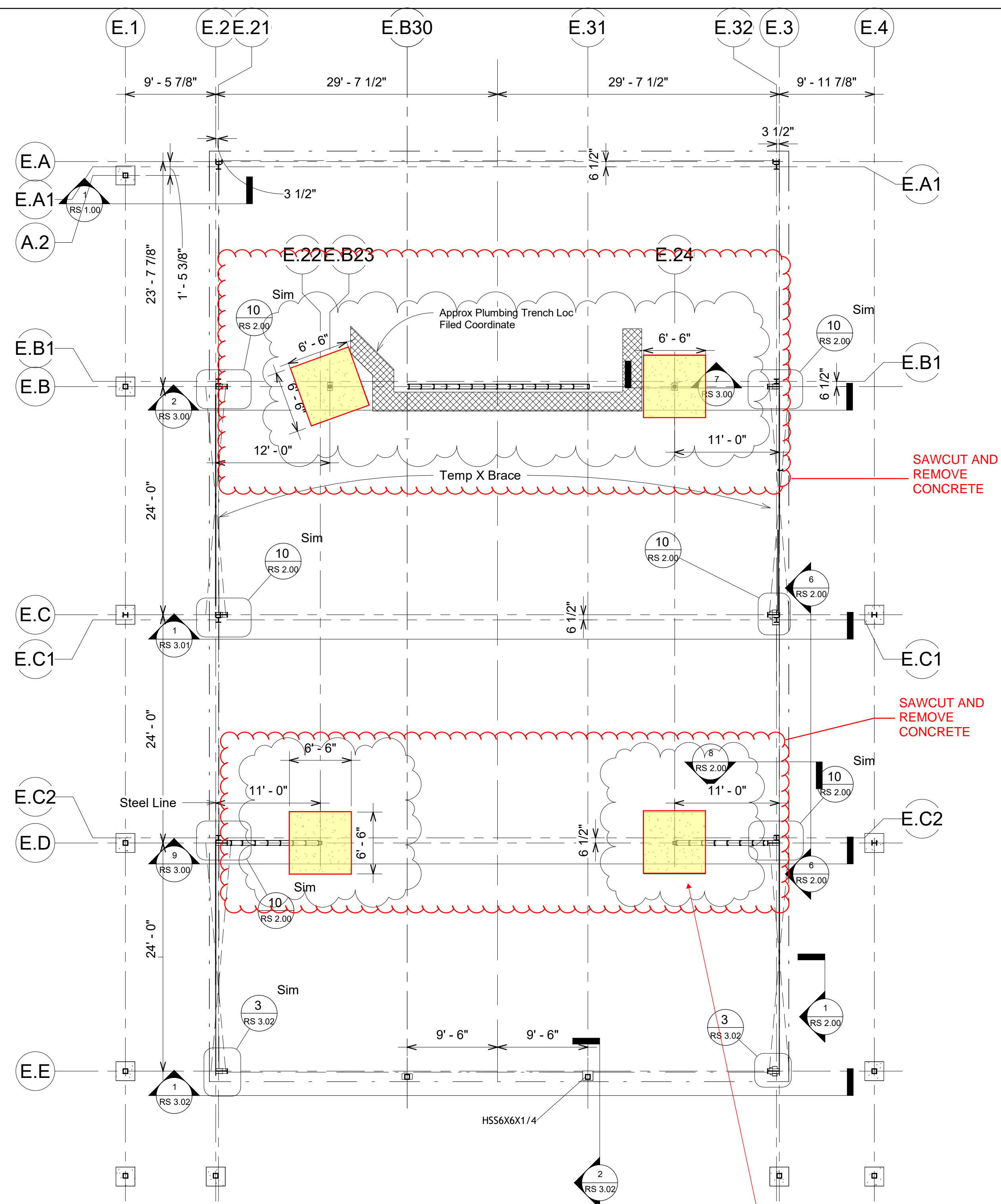
ISSUE FOR CONSTRUCTION

SHEET NO

JOB NO. 22-3416.01

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Maritech Engineering, Inc.
1201 W 24th St, Suite 110
Austin, Texas, 78705
(512) 326-3232
cmd@maritechengineering.com

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Jersey Village Event Ctr Renovation Plans

Project number	4105
Date	31 Ma 24
Drawn by	cmd
Checked by	Checker

RS 1.00

Scale	As indicated
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Young & Sons Pricing



Young & Sons Drywall, L.P.

P.O. Box 550683 • Houston, TX 77255
(713) 680-0148 • (713) 680-0158 Fax

**CHANGE ORDER
REQUEST**

PROJECT NAME: Jersey Meadow Event Center Renovation

G.C.: Brookstone

Attn.: Jasiel Escarcega

REFERENCE: Reframe walls by change according to the structural changes of the building (Building A) and replace sheetrock, including demo for existing walls and HM door frames

CHANGE ORDER AMOUNT:	\$15,580.81
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COST BREAK-DOWN	
LABOR:	\$9,540.00
MATERIAL:	\$6,040.81
EQUIPMENT :	\$ 0.00
TOTAL:	\$ 15,580.81

Do not hesitate to call should you have any questions.

Regards,

Isabel Salazar

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Phone 713-680-0148 Fax 713-680-0158

Date: 610612024

YSD Job No. 3808 Work Authorization No. _____

PROJECT:

CHARGE TO: Brookstone.

PROJECT: Jersey Meadow New Golf club house.

Description of Work: Add interior framing for demo walls on rooms A110 storage A109, Chase wall on restrooms and wall, wall on large multi-purpose A1000

QUANTITY	UNIT	DESCRIPTION OF MATERIAL	UNIT PRICE	TOTAL
150	EA	20GA metal stud 3 5/8" x 12'	\$ 8.64	\$ 1,296.00
19	EA	20GA Slotted track 3 5/8" x 10'	\$ 18.20	\$ 345.80
30	EA	20GA metal track 3 5/8" x 10'	\$ 7.10	\$ 213.00
			Tax/OH/Profit	10% + 5%
			Material Total	2,142.29

NAME	MON	TUES	WED	THUR	FRI	SAT	SUN	Total Hours	Rate	Extension
Ruben Gaspar	8	8	8	8				32	45.00	1080
Juan Sanchez	8	8	8	8				32	45.00	1080
Luis Sanchez	8	8	8					24	45.00	1080
Antony Tamora.	8	8	8					24	45.00	1080
								Labor Total		4,320.00

Authorization for Payment and Commencement of extra work	
Signature	Total Materials \$ 2,142.29
Title	Total Labor \$ 4,320.00
Date	Grand Total \$ 6,462.29 . 379

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Young & Sons Drywall, LP

P. O. Box 550683

Houston, TX 77255

Phone 713-680-0148 Fax 713-680-0158

Work Authorization

Date: 6/06/2024

YSD Job No. 3808 Work Authorization No. _____

CHARGE TO:

Brookstone.

PROJECT:

Jersey meadow New Golf Club house.

Description of Work: Reframe walls by change according to the structural changes of the building and remplace sheetrock, including demo for existing walls and HM door frames.

MATERIAL

QUANTITY	UNIT	DESCRIPTION OF MATERIAL	UNIT PRICE	TOTAL
30	EA	16GA metal stud 6" x 12'	\$ 30.96	\$ 928.80
4	EA	16GA metal track 6" x 10'	\$ 21.90	\$ 87.60
8	EA	16GA metal slotted track 6" x 10'	\$ 33.30	\$ 266.40
40	EA	18GA metal stud 3 5/8" x 12'	\$ 18.60	\$ 744.00
5	EA	18GA metal track 3 5/8" x 10'	\$ 13.20	\$ 66.00
5	EA	18GA metal slotted track 3 5/8" x 10'	\$ 21.70	\$ 108.50
20	EA	5/8" FLS wallboard 4' x 10'	\$ 20.80	\$ 416.00
2	EA	mesh tape \$ 7.76 = 15.52	Tax/OH/Profit	10% + 5%
20	EA	Jorn compound \$ 12.38 = 247.60	Material Total	\$ 3,898.52

LABOR 1 box HILTI HIT-ROB = 494.95

NAME	MON	TUES	WED	THUR	FRI	SAT	SUN	Total Hours	Rate	Extension
Labor frame.										
1 guy	10	10	8					28	45.00	\$1,260.00
2 guy.	10	10	8					28	45.00	\$1,260.00
Labor finish walls.										
2 guys.	10	10	10					30	45.00	\$1,350.00
	10	10	10					30	45.00	\$1,350.00
								Labor Total		\$5,220.00

Authorization for Payment and Commencement of extra work	
Signature	Total Materials \$ 3,898.52
Title	Total Labor \$ 5,220.00
Date	Exhibit B and Total \$ 9,118.52. 380

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

Encore Pricing



June 6, 2024

Jasiel Escarcega
Brookstone
3715 Dacoma Street
Houston, TX, 77092

Project: Jersey Meadow Golf Clubhouse

Change Order Request: 10152-12

Description: Building A Structural Remedies

Item	Labor	Materials	Equipment	Sub	Total
Building A Structural Remedies	\$ 10,978	\$ 6,957	\$ 2,358	\$ -	\$ 20,293
Subtotal					\$ 20,293
Overhead 10%					\$ 2,029
Profit 5%					\$ 1,116
COR Total					\$ 23,438

Detailed Description: Pricing includes 4 spread footings, placing of anchor bolts, and pour back of SOG per the structural remedy drawings dated 5.31.24

Exclusions: Demo, unforeseen underground conditions, unsuitable soils, hauling off site of spoils, and any work not specifically listed above.

All changes are subject to the terms and conditions set forth by the subcontract for this project.

Please feel free to call if you have any questions or if we can be of further assistance.

Sincerely,

Chris Poole

Chris Poole
Project Manager
Encore Concrete Construction, LLC

Commercial Tile Pricing

COMMERCIAL TILE, LLC

9772 County road 309
Navasota, Texas 77868
281-413-5181

CITY COUNCIL MEETING PACKET FOR THE REGULAR SESSION MEETING TO BE HELD ON JUNE 17, 2024

**CHANGE
ORDER #**

TO: *Brookstone*

SUBMITTED BY: *Daune Ermis*

PROJECT: *Jersey Meadows Golf*
PROJECT ID:

DESCRIPTION OF CHANGE:

reinstall tile Waincott in restroom, Do to structural Steel replacement

1. MATERIALS:	<i>Schluter metal, mastic ,15 x 30 tile and grout</i>	<i>\$225.00</i>
2. EQUIPMENT:		
3. LABOR:	<i>8</i> <i>\$34.00</i> per man-hour	<i>\$272.00</i>
	<i>8</i> Man-hours @ <i>\$21.50</i> per man-hour	<i>\$172.00</i>
4. SUPERVISION:	<i>2</i> Man-hours @ <i>\$ 50.00</i> per man-hour	<i>\$100.00</i>
5. WORKERS' COMPENSATION, INSURANCE, PAYROLL TAX @	<i>33%</i>	<i>\$253.80</i>
6. TRAVEL:		
7. OTHER JOB EXPENSE:		
8. SUBTOTAL:		<i>\$1,022.80</i>
9. OVERHEAD:	<i>15%</i> of line <i>8</i>	<i>\$153.42</i>
10. PROFIT:	<i>10%</i> of line <i>8</i>	<i>\$102.28</i>
TOTAL PRICE OF CHANGE		<i>\$1,278.50</i>
TIME EXTENSION REQUIRED		DAYS <i>2</i>

CONTRACTOR:

SUBCONTRACTOR:
COMMERCIAL TILE AND MARBLE, INC.

Duane Ermis

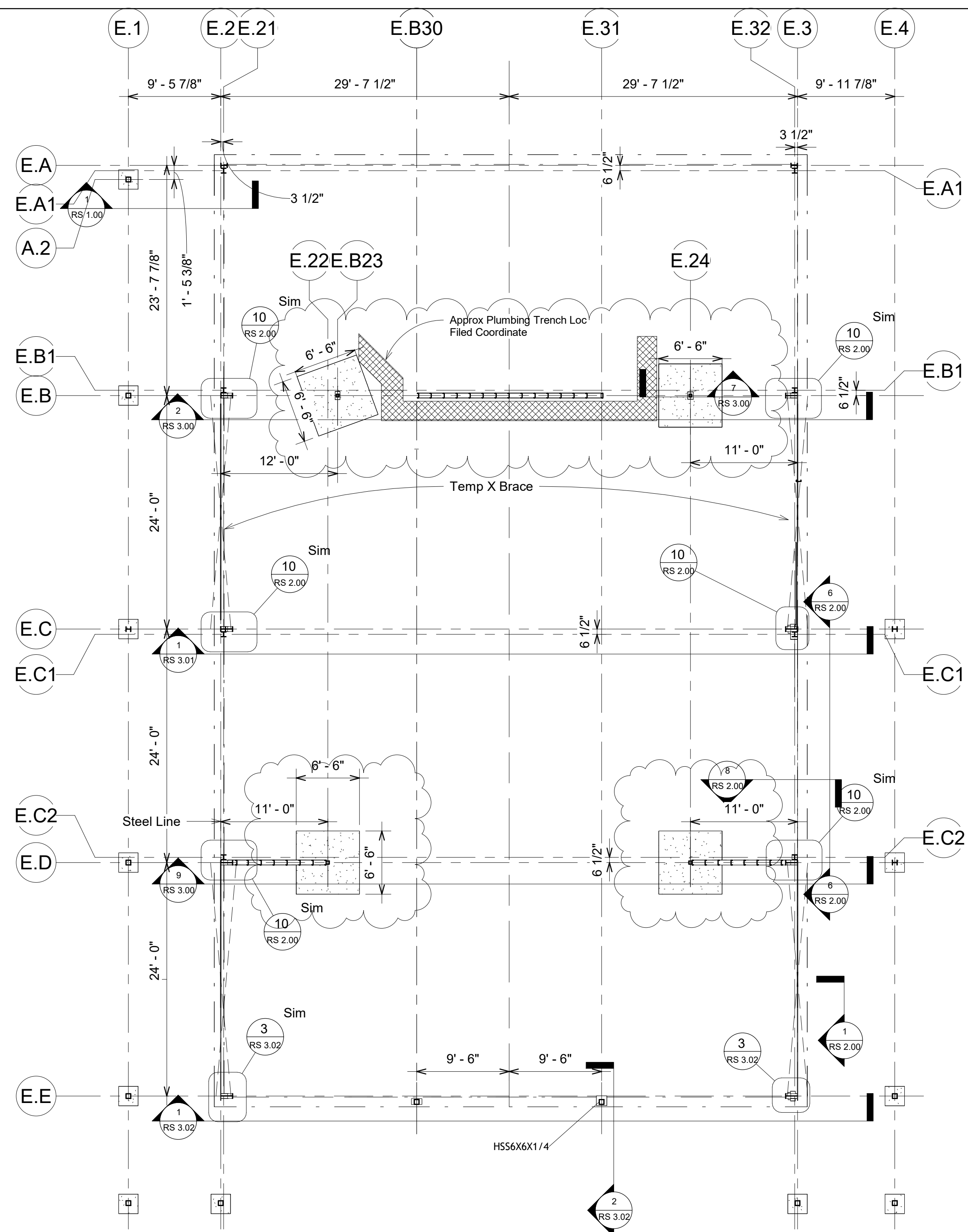
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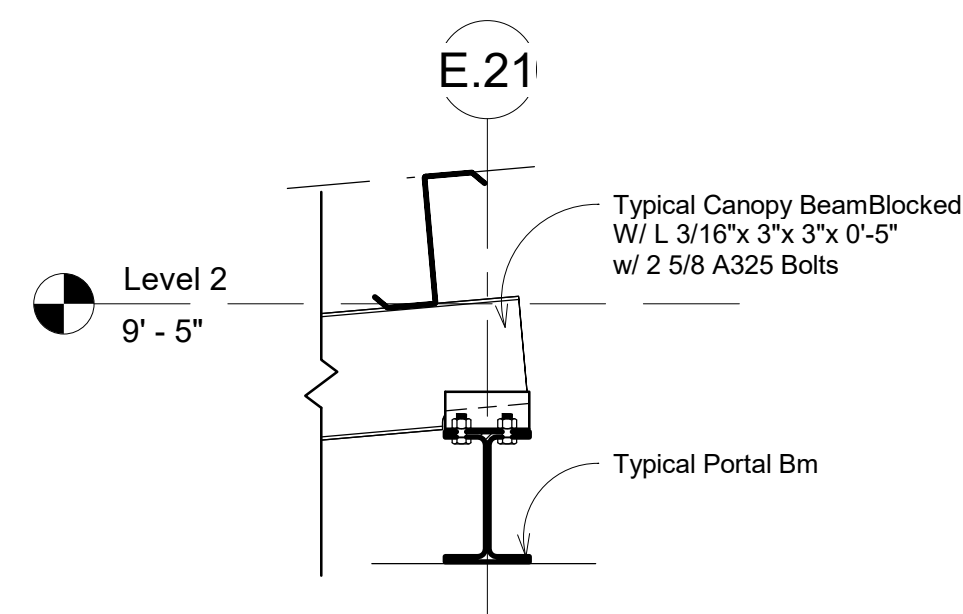
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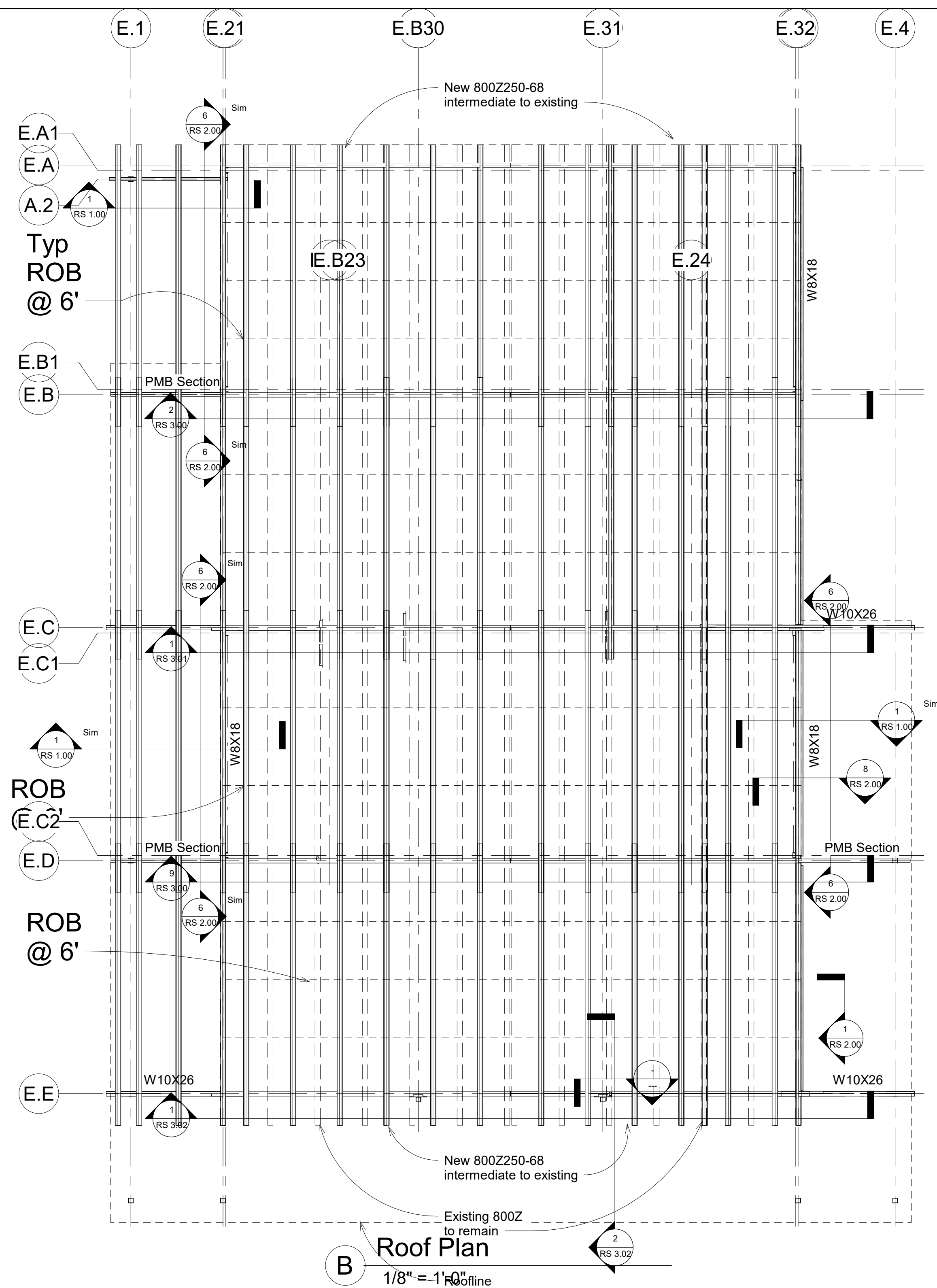
6/4/2024



A Ground Level
1/8" = 1'-0"



1 Typ Canopy Brg Detail
1" = 1'-0"



B Roof Plan
1/8" = 1'-0"



Maritech Engineering, Inc.
1201 W 24th St, Suite 110
Austin, Texas, 78705
(512) 326-3232
cmd@maritechengineering.com

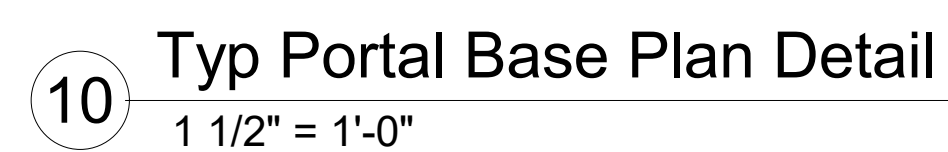
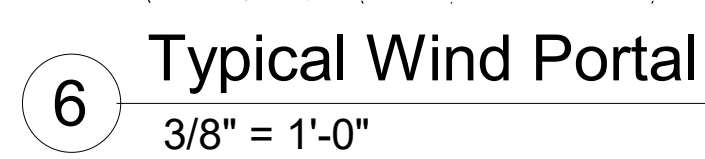
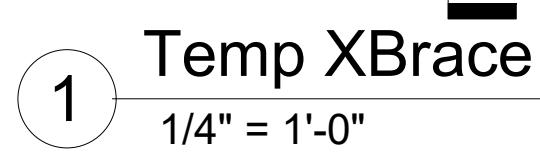
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Jersey Village Event Ctr Renovation Plans

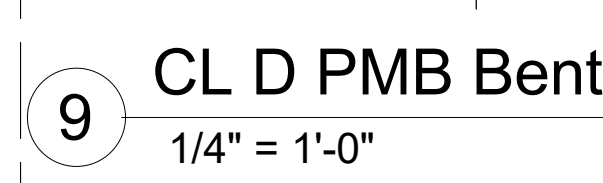
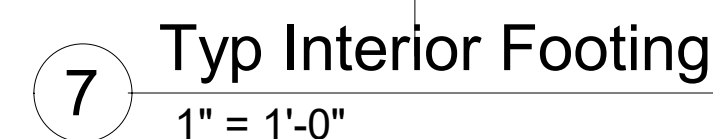
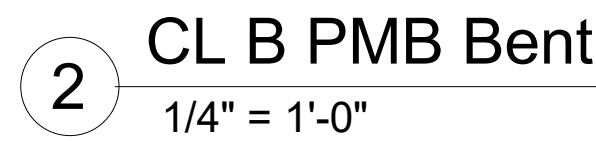
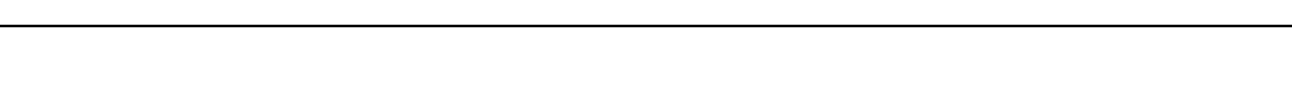
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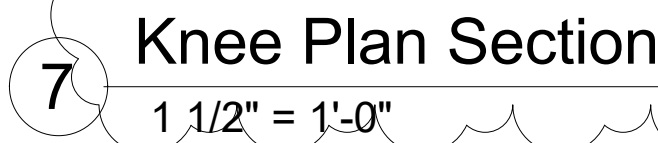
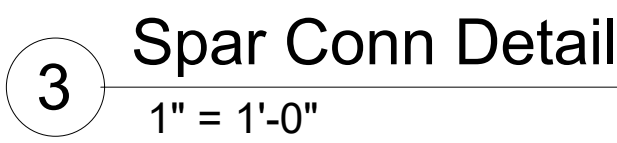
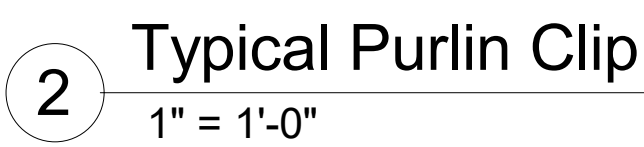
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Project number	4105
Date	31 Ma 24
Drawn by	crnd
Checked by	Checker
<h1 style="font-size: 2em;">RS 2.00</h1>	
Scale	As indicated



<h1 style="text-align: center;">Jersey Village</h1> <h2 style="text-align: center;">Event Ctr Renovation</h2> <h3 style="text-align: center;">CL B & D PMB Bent</h3>	
Project number	4105
Date	3 Jun 24
Drawn by	cmd
Checked by	Checker
<h1 style="font-size: 2em;">RS 3.00</h1>	
Scale	As indicated



<p align="center">Jersey Village Event Ctr Renovation CL C PMB Bent</p>	
Project number	4105
Date	3 Jun 24
Drawn by	cmd
Checked by	Checker
<p align="center">RS 3.01</p>	
Scale	As indicated

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; and
- 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 Deliberation Regarding Economic Development Negotiations, Section 551.072 – Deliberations about Real Property, and Section 551.071 – Consultations with Attorney.

J. EXECUTIVE SESSION

1. Pursuant to the Texas Open Meeting Act Section 551.087 Deliberation Regarding Economic Development Negotiations, Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney a closed meeting to deliberate information from a business prospect that the City seeks to locate in Jersey Village TIRZ Number 2 and economic development negotiations, including the possible purchase, exchange, or value of real property, related thereto. *Austin Bleess, City Manager*
2. Pursuant to the Texas Open Meetings Act Section 551.072 Deliberations about Real Property, and Section 551.071 Consultations with Attorney, a closed meeting to deliberate the potential and possible purchase, exchange, sale, or value of real property, located within TIRZ 3. *Austin Bleess, City Manager*
3. 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 information about the possible purchase, exchange, or value of real property, related thereto. *Austin Bleess, City Manager*
4. Pursuant to the Texas Open Meetings Act Section 551.071 Consultations with Attorney, a closed meeting to deliberate Section 552.137 of the Texas Government Code. *Justin Pruitt, City Attorney*

K. ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

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