## AGENDA NOTICE OF MEETING OF THE CITY COUNCIL OF SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the City of Shavano Park, Texas will conduct a Regular Meeting on Monday, September 18, 2023 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers.

The meeting agenda and agenda packet are posted online at <a href="www.shavanopark.org">www.shavanopark.org</a>.

#### 1. CALL MEETING TO ORDER

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

#### 3. CITIZENS TO BE HEARD

The City Council welcomes "Citizens to be Heard." If you wish to speak, you must follow these guidelines. As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.

- The Mayor will recognize those citizens who have signed up prior to the start of the meeting.
- Pursuant to Resolution No. R-2019-011 citizens are given three minutes (3:00) to speak during "Citizens to be Heard."
- Members of the public may only speak once and cannot pass the individual's time allotment to someone else
- Direct your comments to the entire Council, not to an individual member
- Show the Council members the same respect and courtesy that you expect to be shown to you

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments for items not on the agenda. (Attorney General Opinion – JC 0169)

#### 4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. "Items of Community Interest" include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person's public office or public employment is not honorary or salutary 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 or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

#### 5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Presentation Lori Fanning, Bill Simmons, Cindy Teske, Larry Lyons, Howard Marnon, & Mark Standeford Recognition of Service to the City of Shavano Park
- 5.2. Recognition Public Works Superintendent, Jesse Serna, for his professionalism during the absence of the Public Works Director

#### 6. CONSENT AGENDA

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

- 6.1. Approval Regular City Council Minutes, August 15, 2023
- 6.2. Accept Crime Control & Prevention District Meeting Minutes September 19, 2022
- 6.3. Accept Crime Control & Prevention District Meeting Minutes September 20, 2021
- 6.4. Approval Ordinance O-2023-012 amending Chapter 36 ZONING to establish additional public notice requirements for certain zoning ordinances in compliance with Senate Bill 929 of the 88th Texas Legislature (final reading)
- 6.5. Approval Resolution R-2023-014 annual authorization to increase the micropurchase threshold for purchases of goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D City Manager / Finance Director
- 6.6. Approval Amendment to current MissionSquare 457 plan City Secretary
- 6.7. Approval Special City Council Minutes, September 11, 2023

#### 7. CITY MANAGER'S REPORT

All matters listed under this item are considered routine by the City Council and will only be considered at the request of one or more Aldermen. Coincident with each listed item, discussion will generally occur.

- 7.1. Building Permit Activity Report
- 7.2. Fire Department Activity Report

- 7.3. Municipal Court Activity Report
- 7.4. Police Department Activity Report
- 7.5. Public Works Activity Report
- 7.6. Finance Activity Report

#### 8. REGULAR AGENDA ITEMS

- 8.1. Discussion / action Non-Exclusive Public Right-of-Way License Agreement with Google Fiber Texas, LLC to install, maintain, operate, and control a fiber optic infrastructure network in Public Right-of-Way for the purpose of offering communications services in the City of Shavano Park Assistant City Manager / Google Fiber
- 8.2. Selection Boards, Commissions, and Committees City Council
  - 8.2.1. Planning & Zoning Commission Five (5) appointments for two-year terms
  - 8.2.2. Water Advisory Committee Three (3) appointments for two-year terms
  - 8.2.3. Board of Adjustment Three (3) appointments, One (1) Alternate two-year terms
  - 8.2.4. Investment Committee One (1) appointment for two-year term
  - 8.2.5. Citizen's Tree Committee Four (4) appointments for two-year terms
- 8.3. Public Hearing Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2023-24
- 8.4. Discussion / action Resolution R-2023-011 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY 2023-24 City Council
- 8.5. Public Hearing Proposed Annual Operating and Capital Budget FY 2023-24
- 8.6. Discussion / action Ordinance No. O-2023-014 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2023 and ending September 30, 2024; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (final reading) City Manager
- 8.7. Public Hearing Proposed FY 2023-24 Tax Rate
- 8.8. Discussion / action Resolution R-2023-012 adopting the City of Shavano Park Effective Tax Rate (Record Vote) City Council

- 8.9. Discussion / action Record vote to ratify the property tax increase reflected in the FY 2023-24 budget (Record Vote) City Council
- 8.10. Discussion / action Ordinance O-2023-010 establishing the City of Shavano Park's 2023 Town Plan as the City's Comprehensive Plan (first reading)
- 8.11. Discussion / action Resolution R-2023-013 recording an update to the City of Shavano Park history and listings of key leaders City Manager

#### 9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T CODE CHAPTER 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion. The Council may vote and/or act upon each of the items set out in this agenda. In addition, the City Council for the City of Shavano Park has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter authorized by Texas Government Code Sections 551.071 (Consultation with Attorney); 551.072 (Deliberations related to Real Property); and Section 551.074 (Personnel Matters).

Attendance by Other Elected or Appointed Officials – NOTICE OF POTENTIAL QUORUM: It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-581-1116 or TDD 1-800-735-2989.

#### **CERTIFICATE:**

Thereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 12th day of September 2023 at 12: 15 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code.

Kristen M. Hetze City Secretary

#### 1. CALL MEETING TO ORDER

Meeting was called to order by Mayor Werner at 6:36 p.m.

PRESENT: ABSENT: None

Alderman Kautz

Mayor Pro Tem Kuykendall

Alderman Miller Alderman Powers Mayor Werner

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Powers led the Pledge of Allegiance.

Mayor Werner gave the Invocation.

#### 3. CITIZENS TO BE HEARD

No one signed up to address City Council.

#### 4. CITY COUNCIL COMMENTS

City Council thanked everyone for their attention.

#### 5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

#### 5.1 Proclamation – Recognition of National Payroll Week

Mayor Werner presented the proclamation to City Secretary Hetzel in recognition of National Payroll Week.

#### 6. CONSENT AGENDA

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

- 6.1. Approval City Council Budget Workshop Minutes, July 11, 2023
- 6.2. Approval Regular City Council Minutes, July 24, 2023
- 6.3. Approval Special City Council Minutes, August 8, 2023

#### 6.4. Accept – Planning and Zoning Commission Minutes, July 5, 2023

Alderman Powers made a Motion to approve the Consent Agenda Items 6.1 - 6.4 as presented.

Alderman Kautz seconded the motion.

The motion carried with a unanimous vote.

#### 7. CITY MANAGER'S REPORT

All matters listed under this item are considered routine by the City Council and will only be considered at the request of one or more Aldermen. Coincident with each listed item, discussion will generally occur.

- 7.1. Building Permit Activity Report
- 7.2. Fire Department Activity Report
- 7.3. Municipal Court Activity Report
- 7.4. Police Department Activity Report
- 7.5. Public Works Activity Report
- 8. REGULAR AGENDA ITEMS
  - 8.1. Discussion / Action Phase IA Road Construction (East)

City Engineer Otto and City Manager Hill provided a project overview and update. No action was taken.

8.2. Public Hearing – The purpose of the public hearing is to receive comments from members of the public regarding amending City of Shavano Park ordinances, Chapter 24 – SIGNS to establish local control by the City of Shavano Park of outdoor advertising signs, displays and devices, exclusive of official signs and on-premise signs, in zoned and un-zoned commercial and industrial areas along Federal-aid Primary Highways under Texas Administrative Code, Sec. 21.200

Mayor Werner opened the Public Hearing at 7:05 p.m.

City Manager Hill spoke about TxDOT and sign authority. He reminded the council about waiving the second reading for administrative ordinances.

No one signed up to speak.

Mayor Werner closed the Public Hearing at 7:13 p.m.

8.3. Discussion / action - Ordinance O-2023-011 amending the Chapter 24 – SIGNS to establish local control by the City of Shavano Park of outdoor advertising signs, displays and devices, exclusive of official signs and on-premise signs, in zoned and un-zoned commercial and industrial areas along Federal-aid Primary Highways under Texas Administrative Code, Sec. 21.200 (first reading) - City Manager

Alderman Miller made a motion to approve Ordinance O-2023-011 as written and to waive the second reading.

Alderman Kautz seconded the motion.

The motion carried with a unanimous vote.

8.4. Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding proposed amendments to Chapter 36 – ZONING to establish additional public notice requirements for certain zoning ordinances in compliance with Senate Bill 929 of the 88th Texas Legislature

Mayor Werner opened the Public Hearing at 7:22 p.m.

Assistant City Manager Leeth discussed SB929 and the impact if it had been in place in 2023.

No one signed up to speak.

Mayor Werner closed the Public Hearing at 7:27 p.m.

8.5. Discussion / action – Ordinance O-2023-012 amending Chapter 36 – ZONING to establish additional public notice requirements for certain zoning ordinances in compliance with Senate Bill 929 of the 88th Texas Legislature (first reading)

Alderman Kautz made a motion to accept the first reading of Ordinance O-2023-012 as written.

Alderman Miller seconded the motion.

The motion carried with a unanimous vote.

## 8.6. Discussion / Action – Ordinance O-2023-013 Fiscal Year 2022-23 Budget Amendment #1

Finance Director Morey reviewed the proposed budget amendments.

Alderman Powers made a motion to approve Ordinance O-2023-013 as written.

Mayor Pro Tem Kuykendall seconded the motion.

The motion carried with a unanimous vote.

## 8.7. Discussion / Action - Consider a proposed Tax Rate for FY 2023-24 and take a Record Vote; and Schedule Public Hearing on the proposed tax rate

Finance Director Morey reviewed the proposed tax rate of \$0.307742 per \$100 valuation which is higher than the No-New-Revenue Tax Rate but lower than the Voter Approval Tax Rate. Morey reminded the Council that the calculated tax rate notice has been posted on the City's website since August 4, 2023.

Mayor Pro Tem Kuykendall made a motion to propose a tax rate of \$0.307742 per \$100 valuation which includes an M&O rate of \$0.275342 and an I&S rate of \$.032400. Alderman Miller seconded the motion.

The motion to propose a tax rate of \$0.307742 per \$100 valuation which includes an M&O rate of \$0.275342 and an I&S rate of \$.032400 carried with a unanimous vote as recorded below:

Alderman Aleman	- Yay
Alderman Kautz	- Yay
Mayor Pro Tem Kuykendall	- Yay
Alderman Miller	- Yay
Alderman Powers	- Yay

## 8.8. Discussion / Action - Schedule public hearings on proposed budget FY 2023-24

Finance Director Morey proposed dates for the required budget and tax rate public hearings. Council discussed availability.

Alderman Powers made a motion to hold FY24 budget and tax rate public hearings on September 11<sup>th</sup> and September 18<sup>th</sup> at 6:30p.m.

Alderman Kautz seconded the motion.

The motion carried with a unanimous vote.

## **8.9. Discussion – FY 2023-24 Budget**

Finance Director Morey presented the revised budget report to include increased revenue in the general fund and Council requested expenses.

No action was taken.

## 8.10. Discussion - Draft Town History

City Manager Hill discussed documenting the town history

No action was taken.

#### 9. ADJOURNMENT

Alderman Kautz made a motion to adjourn the meeting.

Alderman Powers seconded the motion.

The motion carried with a unanimous vote.

The meeting ended at 7:51 p.m.	
	Robert Werner, Mayor
ATTEST:	
Kristen M. Hetzel, City Secretary	

#### 1. CALL MEETING TO ORDER

Director Werner called the meeting to order at 6:20 p.m.

PRESENT: ABSENT:

Director Aleman

Director Kuykendall

**Director Kautz** 

Director Miller

**Director Powers** 

Director Werner

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner with the consensus of City Council dispensed with the Pledge of Allegiance to the Flag and the Invocation.

#### 3. CITIZENS TO BE HEARD

No one signed up to address City Council at this time.

#### 4. CRIME CONTROL AND PREVENTION DISTRICT BOARD COMMENTS

No Comments.

#### 5. AGENDA ITEMS

**5.1.** Public Hearing - Proposed FY 2022-23 Budget for the Crime Control & Prevention District for the City of Shavano Park.

Public hearing opened 6:21 p.m.

City Manager Hill presented an overview of the proposed FY 2022-23 Budget for the Crime Control & Prevention District for the City of Shavano Park.

Public hearing closed at 6:24 p.m.

**5.2.** Discussion / action - Resolution R-2022-001 approving the Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2022-23 - City Manager Hill

Director Powers made a motion to approve Resolution R-2022-001.

Director Kautz seconded the motion.

The motion to approve Resolution R-2022-001 carried with a unanimous vote.

Trish Nichols City Secretary	
	Robert Werner Director
The meeting adjourned at 6:26 p.m.	
The motion to adjourn the meeting carried with a unanim	mous vote.
Director Miller seconded the motion.	
Director Powers made a motion to adjourn the meeting	
ADJOURNMENT	
AYES: 5; NAYS: 0	

#### 1. CALL MEETING TO ORDER

Director Werner called the meeting to order at 6:20 p.m.

PRESENT: ABSENT:

Director Aleman

Director Kuykendall

**Director Kautz** 

Director Miller

**Director Powers** 

Director Werner

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

Director Werner dispensed with the Pledge of Allegiance and Invocation at this time.

### 3. CITIZENS TO BE HEARD

No one signed up to address Crime Control and Prevention District Board at this time.

#### 4. CRIME CONTROL AND PREVENTION DISTRICT BOARD COMMENTS

No Comments

#### 5. AGENDA ITEMS

**5.1.** Public Hearing - Proposed FY 2021-22 Budget for the Crime Control & Prevention District for the City of Shavano Park

#### Public hearing opened 6:21 p.m.

City Manager Hill presented an overview of the Proposed FY 2021-22 Budget for the Crime Control & Prevention District for the City of Shavano Park

#### Public hearing closed at 6:23 p.m.

5.2. Discussion / action - Resolution No. R-2021-001 approving the Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2021- 22 - City Manager Hill

Director Kautz made a motion to approve Resolution No. R-2021-001

Director Miller seconded the motion.

The motion to approve Resolution No. R-2021-001 carried with a unanimous vote.

AYES: 5; NAYS: 0

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Director Kuykendall made a motion to adjourn the meeting.
Director Powers seconded the motion.
The motion to adjourn the meeting carried with a unanimous vote.
The meeting adjourned at 6:27 p.m.
Robert Werner Director

Kristen M. Hetzel City Secretary

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 6.4

Prepared by: Curtis Leeth Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

6.4. Approval – Ordinance O-2023-012 amending Chapter 36 – ZONING to establish additional public notice requirements for certain zoning ordinances in compliance with Senate Bill 929 of the 88th Texas Legislature (final reading)



**Attachments for Reference**:

- 1) 6.4a Ord O-2023-012
- 2) 6.4b SB929 Amendments TRACK CHANGES
- 3) 6.4c Senate Bill 929

**BACKGROUND / HISTORY:** Senate Bill (SB) 929 was passed by the 88<sup>th</sup> Texas Legislature in Spring of 2023 and made effective May 19, 2023. (Note: City has not considered any zoning ordinances since May that would fall under SB 929). SB 929 has two main changes:

- (1) adds new public notice requirements for zoning ordinances that would result in a property owner's conforming use becoming non-conforming and
- (2) adds new requirements for the City to monetarily compensate property owners who have a conforming use made non-conforming and are ordered by the City to stop the now non-conforming use. The second portion is not of a concern for this Ordinance but is a concern for City Code Compliance in future.

At the August 2, 2023 Planning & Zoning Commission Meeting, the Commission held a public hearing and afterwards recommended the SB929 amendments.

At the August 15, 2023 City Council meeting, the Council held a public hearing and afterwards approved Ordinance O-2023-012 (first reading).

**DISCUSSION:** Proposed zoning ordinance amendments add SB 929's new public notice requirements to Sec. 36-71 and makes additional minor amendments to improve readability of the notice requirements.

Attorney review of proposed SB 929 amendments resulted in two additional changes from P&Z review:

- the new SB 929 possible non-conforming notice added to <u>BOTH P&Z</u> and Council public hearings on such ordinances. In practice a single letter can notice for both P&Z and Council public hearings.
- the paper notice for P&Z public hearings on zoning ordinances is not required by State Law and can be deleted to reduce City publishing costs.

Track changes and proposed Ordinance incorporate these Attorney review edits.

**COURSES OF ACTION:** Approve Ordinance O-2023-012 as presented; propose additional amendments or decline and take no action and provide guidance to City staff.

#### **FINANCIAL IMPACT: N/A**

**MOTION REQUESTED:** Motion to approve Ordinance O-2023-012 amending Chapter 36 – ZONING to establish additional public notice requirements for certain zoning ordinances in compliance with Senate Bill 929 of the 88th Texas Legislature (final reading).

AN ORDINANCE AMENDING CHAPTER 36 - ZONING, OF THE CITY OF SHAVANO PARK CODE OF ORDINANCES TO ESTABLISH ADDITIONAL PUBLIC NOTICE REQUIREMENTS FOR CERTAIN ZONING ORDINANCES IN COMPLIANCE WITH SENATE BILL 929 OF THE 88TH TEXAS LEGISLATURE; PROVIDING FOR FINDINGS OF FACT; AMENDMENT; A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; CODIFICATION; AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

**WHEREAS**, the 88<sup>TH</sup> Texas Legislature passed and Governor Signed Senate Bill 929, effective May 19, 2023; and

**WHEREAS**, said Senate Bill 929, among other provisions, establishes additional public notice requirements for zoning ordinances regarding any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed; and

**WHEREAS**, pursuant to Texas Local Government Code Section 51.001, the City of Shavano Park has general authority to adopt an ordinance or police regulation that is for the good government, peace, or order of the City and that is necessary or proper for carrying out a power granted by law to the City; and

**WHEREAS**, pursuant to Chapters 211 of the Texas Local Government Code, the City of Shavano Park has the authority to regulate zoning;

**WHEREAS**, the City Council of the City of Shavano Park has determined that amending its zoning ordinance is required by state law; and

**WHEREAS**, the City Council of the City of Shavano Park finds that it is necessary and proper for the good government, peace or order of the City of Shavano Park to adopt an ordinance amending Chapter 36 – Zoning.

NOW, THERFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

## I CODE AMENDMENT

Chapter 36, Article III, Sec. 36-71 of the City of Shavano Park Code of Ordinances' following definition is hereby amended to read as follows:

## Sec. 36-71. Procedure for zoning changes.

- (a) Planning and Zoning Commission consideration.
  - (1) *Filing.* All petitions, applications, recommendations or proposals for changes in the zoning district boundaries (including changes in zoning classification) or regulations in zoning districts shall be filed with the Planning and Zoning Commission.
  - (2) Filing fee. When an application is filed for a change of zoning district boundaries (including changes in zoning classification) or for any change of the regulations in zoning districts, such application shall be accompanied by the filing fee specified in Table No. 7 prior to consideration of the application by the Planning and Zoning Commission.
  - (3) *Prerequisites.* No application for changes in the zoning classification of any property situated within the City shall be received, filed with the Planning and Zoning Commission, or considered, unless the person or persons making such application have permission in writing, signed by the owner or owners of record of the property proposed to be considered for rezoning for the filing of such an application. Such written permission must accompany any such application for rezoning.
  - (4) *Recommendations.* The Planning and Zoning Commission shall hold a public hearing on all proposed changes before submitting its recommendation to the City Council.
  - (5) Public hearings.
    - a. Notice of all public hearings on proposed changes in the zoning classification or boundary shall be provided to the owners of real property lying within 500 feet of the property for which the change in classification or boundary is proposed. Such notice shall be served by depositing the notice, properly addressed and postage paid, in a City post office not less than eleven (11) days prior to the scheduled date of the public hearing to all such owners as indicated on the last approved City tax roll.
    - b. In addition to notice requirements of Subsection (5)(a), notice of public hearings on any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed shall be provided additional notice in accordance with the following:
      - be mailed by United States mail to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the eleventh (11th) day before the hearing date;
      - 2. contain the time and place of the hearing; and

include the following text in bold 14-point type or larger:

"THE CITY OF SHAVANO PARK IS HOLDING A HEARING THAT WILL DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE USING YOUR PROPERTY FOR ITS CURRENT USE. PLEASE READ THIS NOTICE CAREFULLY."

- (b) City Council consideration.
  - (1) Public hearing. After the recommendation of the Planning and Zoning Commission is submitted to the City Council as provided above, the City Council shall consider a change of zoning district boundaries (including changes in zoning classification) or any change of the zoning regulations after a public hearing at which parties in interest and citizens shall have an opportunity to be heard. Before the 15th day prior to the date of the hearing, notice of the time and place of the hearing shall be published in an official newspaper or a newspaper of general circulation in the City.
  - (2) In addition to notice requirements of Subsection (1), notice of public hearings on any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed shall be provided additional notice in accordance with the following:
    - a. be mailed by United States mail to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the eleventh (11<sup>th</sup>) day before the hearing date;
    - b. contain the time and place of the hearing; and
    - c. include the following text in bold 14-point type or larger:

      "THE CITY OF SHAVANO PARK IS HOLDING A HEARING THAT WILL

      DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE USING YOUR

      PROPERTY FOR ITS CURRENT USE. PLEASE READ THIS NOTICE CAREFULLY."
  - (3) Passage when protested. An affirmative vote of at least three-fourths of all members of the City Council is required to approve a proposed change to a regulation or boundary if the change is protested. The protest must be written and signed by the owners of at least 20 percent of either the area of the lots or land covered by the proposed change or the area of the lots or land immediately adjoining the area covered by the proposed change and extending 500 feet there from. In computing the percentage of land area, the area of streets and alleys shall be included in the computation.
- (c) Zoning change request pursuant to denial by Commission. An applicant who wishes to submit a zoning change request to the City Council for its consideration where the Planning and Zoning Commission has recommended denial shall make such request in writing to the City Manager within six months from the date of the Commission's final consideration. In the event the applicant fails to present the application for a

zoning change to the City Council within the prescribed period, a new original application and fees shall be required. The affirmative vote of three-fourths of all of the members of the City Council is required to overrule a recommendation of the Planning and Zoning Commission that a proposed change to a regulation or boundary (including a change in zoning classification) be denied.

### II CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

### III SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

## IV PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government

## V EFFECTIVE DATE

This ordinance shall be effective upon passage and publication as required by State and Local law.

**PASSED AND APPROVED** on the first reading by the City Council of the City of Shavano Park this the 15th day of August, 2023.

**PASSED AND APPROVED** on the second reading by the City Council of the City of Shavano Park this the 18th day of September, 2023.

Attest:	ROBERT WERNER, MAYOR
KRISTEN M. HETZEL, CITY SECRETAR	<del></del>

#### Sec. 36-71. Procedure for zoning changes.

- (a) Planning and Zoning Commission consideration.
  - (1) Filing. All petitions, applications, recommendations or proposals for changes in the zoning district boundaries (including changes in zoning classification) or regulations in zoning districts shall be filed with the Planning and Zoning Commission.
  - (2) Filing fee. When an application is filed for a change of zoning district boundaries (including changes in zoning classification) or for any change of the regulations in zoning districts, such application shall be accompanied by the filing fee specified in Table No. 7 prior to consideration of the application by the Planning and Zoning Commission.
  - (3) Prerequisites. No application for changes in the zoning classification of any property situated within the City shall be received, filed with the Planning and Zoning Commission, or considered, unless the person or persons making such application have permission in writing, signed by the owner or owners of record of the property proposed to be considered for rezoning for the filing of such an application. Such written permission must accompany any such application for rezoning.
  - (4) Recommendations. The Planning and Zoning Commission shall hold a public hearing on all proposed changes before submitting its recommendation to the City Council.
  - (5) Public hearings.
    - a. Notice of all public hearings on proposed changes in the zoning classification or boundary shall be provided to the owners of real property lying within 500 feet of the property for which the change in classification or boundary is proposed. Such notice shall be served by depositing the notice, properly addressed and postage paid, in a City post office not less than eleven (11) days prior to the scheduled date of the public hearing to all such owners as indicated on the last approved City tax roll.
    - b. In addition to notice requirements of Subsection (5)(a), notice of public hearings on any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed shall be provided additional notice in accordance with the following:
      - be mailed by United States mail to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the eleventh (11th) day before the hearing date;
      - 2. contain the time and place of the hearing; and
      - 3. include the following text in bold 14-point type or larger:
      - "THE CITY OF SHAVANO PARK IS HOLDING A HEARING THAT WILL DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE USING YOUR PROPERTY FOR ITS CURRENT USE. PLEASE READ THIS NOTICE CAREFULLY."
- (b) City Council consideration.
  - (1) Public hearing. After the recommendation of the Planning and Zoning Commission is submitted to the City Council as provided above, the City Council shall consider a change of zoning district boundaries (including changes in zoning classification) or any change of the zoning regulations after a public hearing at which parties in interest and citizens shall have an opportunity to be heard. Before the 15th day prior to the date of the hearing, notice of the time and place of the hearing shall be published in an official newspaper or a newspaper of general circulation in the City.
  - (2) In addition to notice requirements of Subsection (1), notice of public hearings on any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is

a nonconforming use if the regulation or boundary is adopted or changed shall be provided additional notice in accordance with the following:

- a. be mailed by United States mail to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the eleventh (11<sup>th</sup>) day before the hearing date:
- b. contain the time and place of the hearing; and
- c. include the following text in bold 14-point type or larger:

"THE CITY OF SHAVANO PARK IS HOLDING A HEARING THAT WILL DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE USING YOUR PROPERTY FOR ITS CURRENT USE. PLEASE READ THIS NOTICE CAREFULLY."

- (3) Passage when protested. An affirmative vote of at least three-fourths of all members of the City Council is required to approve a proposed change to a regulation or boundary if the change is protested. The protest must be written and signed by the owners of at least 20 percent of either the area of the lots or land covered by the proposed change or the area of the lots or land immediately adjoining the area covered by the proposed change and extending 500 feet there from. In computing the percentage of land area, the area of streets and alleys shall be included in the computation.
- (c) Zoning change request pursuant to denial by Commission. An applicant who wishes to submit a zoning change request to the City Council for its consideration where the Planning and Zoning Commission has recommended denial shall make such request in writing to the City Manager within six months from the date of the Commission's final consideration. In the event the applicant fails to present the application for a zoning change to the City Council within the prescribed period, a new original application and fees shall be required. The affirmative vote of three-fourths of all of the members of the City Council is required to overrule a recommendation of the Planning and Zoning Commission that a proposed change to a regulation or boundary (including a change in zoning classification) be denied.

By: Parker, Flores S.B. No. 929

#### A BILL TO BE ENTITLED

#### AN ACT

relating to the notice and compensation a municipality must provide before revoking the right to use property for a use that was allowed before the adoption of or change to a zoning regulation or boundary.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Section 211.006, Local Government Code, is amended by adding Subsection (a-1) to read as follows:

- (a-1) In addition to any notice required by this section or Section 211.007, the governing body of a municipality or a zoning commission, as applicable, shall provide written notice of each public hearing regarding any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed. The notice must:
- (1) be mailed by United States mail to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the 10th day before the hearing date;

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- (2) contain the time and place of the hearing; and
- (3) include the following text in bold 14-point type or larger:

"THE [MUNICIPALITY NAME] IS HOLDING A HEARING THAT

WILL DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE

USING YOUR PROPERTY FOR ITS CURRENT USE. PLEASE READ

THIS NOTICE CAREFULLY."

SECTION 2. Subchapter A, Chapter 211, Local Government Code, is amended by adding Section 211.019 to read as follows:

Sec. 211.019. NONCONFORMING LAND USE. (a) In this section, "market value" means the price the sale of the property would bring in an arms-length transaction when offered for sale by one who wishes, but is not obliged, to sell and when bought by one who is under no necessity of buying it.

- (b) A person using a property in a manner considered to be a nonconforming use as a result of the adoption of or change to a zoning regulation or boundary may continue to use the property in the same manner unless required by a municipality to stop the nonconforming use of the property.
- (c) A requirement imposed by a municipality to stop a nonconforming use of a property under this section includes:
- (1) an official action by the governing body of the municipality or a board, commission, department, or official of the municipality; or

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- (2) a determination by the municipality that a nonconforming use has an adverse effect or other necessary determination that a municipality must make before imposing a requirement to stop a nonconforming use under applicable law.
- (d) If a municipality requires a property owner or lessee to stop the nonconforming use of a property as described by Subsection (b), the owner or lessee of the property is entitled to:
- (1) payment from the municipality in an amount equal to the sum of:
- (A) the costs incurred by the owner or lessee of the property that are directly attributable to ceasing the nonconforming use of the property, including expenses related to demolition, relocation, termination of a lease, or discharge of a mortgage; and
- (B) an amount equal to the greater of, as determined by the municipality, the diminution in the market value of the property, computed by subtracting the current market value of the property after the imposition of a requirement to stop the nonconforming use of the property from:
- (i) the market value of the property on the day before the date the notice was given under Section 211.006(a-1); or
- (ii) the market value of the property on the day before a person submits an application or request to the

municipality to require or the municipality otherwise requires a person to stop using the property in a manner that is a nonconforming use as described by Subsection (b); or

- (2) continued nonconforming use of the property until the owner or lessee recovers the amount determined under Subdivision (1) through the owner or lessee's continued business activities according to generally accepted accounting principles.
- (e) Not later than the 10th day after the date a municipality imposes a requirement to stop a nonconforming use of a property under this section, the municipality shall give written notice to each owner or lessee of the property, as indicated by the most recently approved municipal tax roll, who is required to stop a nonconforming use of the property of the requirement and of the remedies which an owner or lessee of the property is entitled to under Subsection (d).
- (f) The owner or lessee of a property that is subject to a requirement to stop a nonconforming use of the property under this section shall not later than the 30th day after the date the municipality gives the notice required by Subsection (e) respond in writing to the municipality indicating the remedy under Subsection (d) chosen by the owner or lessee. In the event of a conflict in the choice of remedy by the owner and a lessee of the property, the owner's choice of remedy by the owners of a property of a conflict in the choice of remedy by the owners of a property

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that has more than one owner, the choice of remedy made by an owner or owners holding the greater ownership interest in the property shall control. If the municipality does not receive timely notice from an owner or lessee, the municipality may choose the remedy provided under this section.

- (g) A person receiving a payment under Subsection (d)(1) must stop the nonconforming use not later than the 10th day after the date of the payment.
- (h) A person who continues the nonconforming use under Subsection (d)(2) must stop the nonconforming use immediately on the recovery of the amount determined under Subsection (d)(1).
- (i) If more than one person seeks a payment from the municipality under Subsection (d)(1), the municipality shall apportion the payment between each person based on the market value of the person's interest in the property. A person may appeal the apportionment in the manner provided by this section.
- (j) A person entitled to a remedy under this section may appeal a determination under Subsection (d)(1) or (2) to the board of adjustment of the municipality not later than the 20th day after the date the determination is made. At the hearing before the board of adjustment, the municipality has the burden of proof to establish the correctness of its determination.
- (k) A municipality or a person aggrieved by the final decision of the board of adjustment under Subsection (j) may seek

S.B. No. 929 judicial review of the decision by filing suit as provided by Section 211.011 not later than the 20th day after the date the final decision is made. The court shall review the decision in the manner provided by Section 211.011 except that:

- (1) the municipality has the burden of proving by clear and convincing evidence that its determination was correct; and
  (2) the court:
- (A) in reviewing the municipality's decision may not use a deferential standard in the municipality's favor; and
- (B) is not limited to determining whether a decision of the board meets the requirements of this chapter or other applicable law.
- (1) A person seeking to continue a nonconforming use under Subsection (d)(2) who appeals the decision of the municipality or board of adjustment may continue to use the property in the same manner pending the appeal unless an official of the body that made the decision shows cause to stay the nonconforming use by certifying in writing to the board of adjustment or court with jurisdiction over the appeal facts supporting the official's opinion that continued nonconforming use of the property would cause imminent peril to life or property. On a showing of cause the board of adjustment or court with jurisdiction over the appeal may, after notice to the official, grant a restraining order to stay continued nonconforming use of the property.

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- (m) If the board of adjustment or court with jurisdiction over an appeal determines that an owner or lessee is entitled to:
- (1) a payment under this section in an amount different than the amount determined by the municipality under Subsection (d)(1), the board of adjustment or court shall order, as applicable:
- (A) additional payment to the owner or lessee; or

  (B) the owner or lessee to reimburse the municipality; or
- (2) an amount of time to operate the nonconforming use that is different than the amount of time initially received under Subsection (d)(2), the board of adjustment or court shall order the municipality to allow an owner or lessee to continue the nonconforming use for additional or less time.
- (n) An owner or lessee may waive the rights and remedies provided by this section by providing to the municipality a written waiver.
- (o) This section does not apply to a nonconforming use that has been intentionally abandoned for at least six months.
- (p) A municipality's immunity from suit and governmental immunity from liability are waived for purposes of an action brought by a property owner or lessee to enforce the rights and remedies under this section.
  - SECTION 3. (a) Section 211.006, Local Government Code, as

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amended by this Act, and Section 211.019, Local Government Code, as added by this Act, apply to a property for which:

- (1) on or after June 1, 2023, the governing body or zoning commission of a municipality considers a proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of the property is a nonconforming use; or
- (2) on or after February 1, 2023, the governing body or a board, commission, department, or official of a municipality requires, by ordinance or otherwise, or receives an application or request to require a person to stop nonconforming use of the property due to its nonconformity with the property's current zoning.
- (b) Subsection (a) (2) of this section applies to a property regardless of whether the governing body or a board, commission, department, or official of the municipality is required by applicable law to make a determination that the nonconforming use has an adverse effect or other determination before the nonconforming use is required to stop.

SECTION 4. This Act takes effect immediately if it receives a vote of two-thirds of all the members elected to each house, as provided by Section 39, Article III, Texas Constitution. If this Act does not receive the vote necessary for immediate effect, this Act takes effect September 1, 2023.

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 6.5

Prepared by: Curtis Leeth Reviewed by: Bill Hill

<u>AGENDA ITEM DESCRIPTION</u>: Approval – Resolution R-2023-014 annual authorization to increase the micro-purchase threshold for purchases of goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D – City Manager / Finance Director

Χ

**Attachments for Reference**:

- 1) 6.6a Resolution R-2023-007
- 2) Federal Award Regs Procurement Standards
- 3) Tx Gov Code Purchasing and Contracting (cities)

**BACKGROUND / HISTORY:** In the City staff's drive to reach an agreement with Bexar County audit and legal departments on the water system's \$750,000 ARPA funding request, a significant discussion topic was Federal procurement law. One such item is the *micro-purchase threshold*.

**DISCUSSION:** Micro-purchases under Federal Law have a maximum limit of \$10,000. This is the procurement method to obtain goods or services *without* federal competitive pricing or rate quotations, if the purchasing entity considers the price reasonable. Bexar County currently utilizes the \$10,000 threshold. This threshold may be increased to \$50,000 if the City selfcertifies. Without self-certifying the City will have to follow Federal procurement law for all purchases above \$10,000 (Bexar County's threshold).

By Self-certifying up to \$50,000, the City will be able to report more purchases of materials and supplies for in-house water projects as eligible expenditures. City staff and City Attorney agree that the City is eligible to self-certify up to \$50,000. Bexar County had no issue with City self-certification.

City Council first approved the increase in maximum limit of Micro-purchases in March 2023. This is an annual requirement. Approval of this Resolution extend the City's authority to purchase under these Federal Guidelines.

**COURSES OF ACTION:** Approved Resolution R-2023-014; or decline entirely and provide further guidance to staff.

## **FINANCIAL IMPACT:** N/A

**MOTION REQUESTED:** Motion to approve Resolution R-2023-014 authorizing increase in micro-purchase threshold for purchases of goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS, AUTHORIZING INCREASE IN MICRO-PURCHASE THRESHOLD FOR PURCHASES OF GOODS AND SERVICES USING FEDERAL FUNDING SUBJECT TO THE PROCUREMENT STANDARDS IN 2 C.F.R. PART 200, SUBPART D, IN FISCAL YEAR 2023-2024 FOR THE CITY OF SHAVANO PARK

**WHEREAS,** from time to time, the City of Shavano Park purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D; and

**WHEREAS,** the City's procurement of such goods and services is subject to Sec. 2-180 of City of Shavano Park's Code of Ordinances; and

**WHEREAS,** the City is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

**WHEREAS,** pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micropurchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

**WHEREAS,** pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

**WHEREAS,** pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

**WHEREAS,** pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a "higher threshold consistent with State law"; and

**WHEREAS,** Texas Local Government Code, Chapter 252, subchapter A, does not require a Texas municipality to competitively bid for purchase of goods or services under \$50,000 other than the general exemptions as specified in the subchapter; and

**WHEREAS,** pursuant to 2 C.F.R. 200.320(a)(1)(iv), the City Council of the City of Shavano Park now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. § 2.101.

# NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

- 1. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Texas statute, the City of Shavano Park hereby self-certifies the following micropurchase thresholds, each of which is a "higher threshold consistent with State law" under 2 C.F.R. § 200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:
  - \$50,000, for the purchase of goods and services not subject to competitive bidding under Texas Local Government Code, Chapter 252, subchapter A; and
- 2. The self-certification made herein shall be effective as of the start of Fiscal Year 2023-2024 (October 1, 2023) and shall be applicable until the end of Fiscal Year 2023-2024 (September 30, 2024) of the City of Shavano Park.
- 3. In the event that the City of Shavano Park receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Unit shall comply with the more restrictive threshold when expending such funds.
- 4. The City of Shavano Park shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.
- 5. The City Manager of the City of Shavano Park is hereby authorized to take all such actions to carry into effect the purpose and intent of the foregoing resolution.

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	Robert Werner	
	MAYOR	
Attest:		
Kristen M. Hetzel		
CITY SECRETARY		
CITY SECRETARY		

PASSED AND APPROVED by the City Council of the City of Shavano Park at its Regular

meeting held on this the  $18^{th}$  day of September, 2023.

Displaying title 2, up to date as of 3/08/2023. Title 2 was last amended 3/01/2023.

#### Title 2 - Grants and Agreements

Subtitle A - Office of Management and Budget Guidance for Grants and Agreements

Chapter II - Office of Management and Budget Guidance

Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart D - Post Federal Award Requirements

**Procurement Standards** 

#### § 200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- (a) Informal procurement methods. When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:
  - (1) Micro-purchases -
    - (i) Distribution. The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of micro-purchase in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.
    - (ii) Micro-purchase awards. Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
    - (iii) Micro-purchase thresholds. The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.
    - (iv) Non-Federal entity increase to the micro-purchase threshold up to \$50,000. Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
      - (A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;
      - (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
      - (C) For public institutions, a higher threshold consistent with State law.
    - (v) Non-Federal entity increase to the micro-purchase threshold over \$50,000. Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a requirements included in paragraph (a)(1)(iv) of this section. The

increased threshold is valid until there is a change in status in which the justification was approved.

#### (2) Small purchases -

- (i) Small purchase procedures. The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.
- (ii) Simplified acquisition thresholds. The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.
- (b) Formal procurement methods. When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:
  - (1) Sealed bids. A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.
    - (i) In order for sealed bidding to be feasible, the following conditions should be present:
      - (A) A complete, adequate, and realistic specification or purchase description is available;
      - (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
      - (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.
    - (ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (E) Any or all bids may be rejected if there is a sound documented reason.
- (2) Proposals. A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:
  - (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance.
     Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
  - (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals

- (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.
- (c) *Noncompetitive procurement.* There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:
  - (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micropurchase threshold (see paragraph (a)(1) of this section);
  - (2) The item is available only from a single source;
  - (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
  - (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
  - (5) After solicitation of a number of sources, competition is determined inadequate.

#### LOCAL GOVERNMENT CODE

#### TITLE 8. ACQUISITION, SALE, OR LEASE OF PROPERTY

#### SUBTITLE A. MUNICIPAL ACQUISITION, SALE, OR LEASE OF PROPERTY

#### CHAPTER 252. PURCHASING AND CONTRACTING AUTHORITY OF MUNICIPALITIES

#### SUBCHAPTER A. GENERAL PROVISIONS

Sec. 252.001. DEFINITIONS. In this chapter:

- (1) "Bond funds" includes money in the treasury received from the sale of bonds and includes the proceeds of bonds that have been voted but have not been issued and delivered.
- (2) "Component purchases" means purchases of the component parts of an item that in normal purchasing practices would be purchased in one purchase.
- (3) "Current funds" includes money in the treasury, taxes in the process of being collected in the current tax year, and all other revenue that may be anticipated with reasonable certainty in the current tax year.
- (4) "High technology procurement" means the procurement of equipment, goods, or services of a highly technical nature, including:
- (A) data processing equipment and software and firmware used in conjunction with data processing equipment;
- (B) telecommunications equipment and radio and microwave systems;
- (C) electronic distributed control systems, including building energy management systems; and
  - (D) technical services related to those items.
- (5) "Planning services" means services primarily intended to guide governmental policy to ensure the orderly and coordinated development of the state or of municipal, county, metropolitan, or regional land areas.
- (6) "Separate purchases" means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.

- (7) "Sequential purchases" means purchases, made over a period, of items that in normal purchasing practices would be purchased in one purchase.
- (8) "Time warrant" includes any warrant issued by a municipality that is not payable from current funds.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1250, Sec. 2, eff. Sept. 1, 1989; Acts 1995, 74th Leg., ch. 207, Sec. 1, eff. May 23, 1995.

Sec. 252.002. MUNICIPAL CHARTER CONTROLS IN CASE OF CONFLICT. Any provision in the charter of a home-rule municipality that relates to the notice of contracts, advertisement of the notice, requirements for the taking of sealed bids based on specifications for public improvements or purchases, the manner of publicly opening bids or reading them aloud, or the manner of letting contracts and that is in conflict with this chapter controls over this chapter unless the governing body of the municipality elects to have this chapter supersede the charter.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1993, 73rd Leg., ch. 749, Sec. 5, eff. Sept. 1, 1993; Acts 1993, 73rd Leg., ch. 757, Sec. 7, eff. Sept. 1, 1993.

Sec. 252.003. APPLICATION OF OTHER LAW. The purchasing requirements of Section 361.426, Health and Safety Code, apply to municipal purchases made under this chapter.

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Added by Acts 1991, 72nd Leg., ch. 303, Sec. 17, eff. Sept. 1, 1991.

SUBCHAPTER B. COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED

- Sec. 252.021. COMPETITIVE REQUIREMENTS FOR PURCHASES. (a)
  Before a municipality may enter into a contract that requires an
  expenditure of more than \$50,000 from one or more municipal funds, the
  municipality must:
- (1) comply with the procedure prescribed by this subchapter and Subchapter C for competitive sealed bidding or competitive sealed proposals;

Acts 2007, 80th Leg., R.S., Ch. 434 (S.B.  $\underline{1765}$ ), Sec. 1, eff. September 1, 2007.

Acts 2007, 80th Leg., R.S., Ch. 1213 (H.B.  $\underline{1886}$ ), Sec. 1, eff. September 1, 2007.

Acts 2007, 80th Leg., R.S., Ch. 1272 (H.B.  $\underline{3517}$ ), Sec. 1, eff. September 1, 2007.

Acts 2007, 80th Leg., R.S., Ch. 1272 (H.B. 3517), Sec. 2, eff. September 1, 2007.

Acts 2011, 82nd Leg., R.S., Ch. 1129 (H.B. <u>628</u>), Sec. 4.01, eff. September 1, 2011.

Acts 2013, 83rd Leg., R.S., Ch. 161 (S.B.  $\underline{1093}$ ), Sec. 22.002(20), eff. September 1, 2013.

Sec. 252.0215. COMPETITIVE BIDDING IN RELATION TO HISTORICALLY UNDERUTILIZED BUSINESS. A municipality, in making an expenditure of more than \$3,000 but less than \$50,000, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to Chapter 2161, Government Code. If the list fails to identify a historically underutilized business in the county in which the municipality is situated, the municipality is exempt from this section.

Added by Acts 1993, 73rd Leg., ch. 749, Sec. 3, eff. Sept. 1, 1993. Amended by Acts 1997, 75th Leg., ch. 165, Sec. 17.18, eff. Sept. 1, 1997; Acts 2001, 77th Leg., ch. 115, Sec. 2, eff. Sept. 1, 2001. Amended by:

Acts 2007, 80th Leg., R.S., Ch. 434 (S.B.  $\underline{1765}$ ), Sec. 2, eff. September 1, 2007.

Acts 2007, 80th Leg., R.S., Ch. 937 (H.B. 3560), Sec. 1.100, eff. September 1, 2007.

- Sec. 252.022. GENERAL EXEMPTIONS. (a) This chapter does not apply to an expenditure for:
- (1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
- (2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents;

- (2) use the reverse auction procedure, as defined by Section 2155.062(d), Government Code, for purchasing; or
- (3) comply with a method described by Chapter  $\underline{2269}$ , Government Code.  $\rightarrow$  for construction projects
- (b) A municipality may use the competitive sealed proposal procedure for the purchase of goods or services, including high technology items and insurance.
- (c) The governing body of a municipality that is considering using a method other than competitive sealed bidding must determine before notice is given the method of purchase that provides the best value for the municipality. The governing body may delegate, as appropriate, its authority under this subsection to a designated representative. If the competitive sealed proposals requirement applies to the contract, the municipality shall consider the criteria described by Section 252.043(b) and the discussions conducted under Section 252.042 to determine the best value for the municipality.
- (d) This chapter does not apply to the expenditure of municipal funds that are derived from an appropriation, loan, or grant received by a municipality from the federal or state government for conducting a community development program established under Chapter 373 if under the program items are purchased under the request-for-proposal process described by Section 252.042. A municipality using a request-for-proposal process under this subsection shall also comply with the requirements of Section 252.0215.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 56(b), eff. Aug. 28, 1989; Acts 1993, 73rd Leg., ch. 749, Sec. 1, eff. Sept. 1, 1993; Acts 1993, 73rd Leg., ch. 757, Sec. 11, eff. Sept. 1, 1993; Acts 1995, 74th Leg., ch. 45, Sec. 1, eff. May 5, 1995; Acts 1997, 75th Leg., ch. 790, Sec. 1, eff. June 17, 1997; Acts 1999, 76th Leg., ch. 571, Sec. 1, eff. June 18, 1999; Acts 2001, 77th Leg., ch. 115, Sec. 1, eff. Sept. 1, 2001; Acts 2001, 77th Leg., ch. 436, Sec. 2, eff. May 28, 2001; Acts 2001, 77th Leg., ch. 436, Sec. 3, eff. May 28, 2001; Acts 2001, 77th Leg., ch. 1409, Sec. 1, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 217, Sec. 1, eff. June 18, 2003; Acts 2003, 78th Leg., ch. 1276, Sec. 12.003, eff. Sept. 1, 2003.

Amended by:



#### CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 6.6

Prepared by: Kristen Hetzel Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

Discussion / action - Amending the MissionSquare 457 plan for employee use - City Secretary

Х

**Attachments for Reference:** 

- a) Administrative Service Agreement 1997
- b) Roth Options Handout
- c) Proposed Letter

#### **BACKGROUND / HISTORY:**

The City has offered payroll deductions for employees to enroll in MissionSquare (formerly ICMA-RC) since 1997.

Currently, the City sponsors a 457b tax-deferred retirement savings plan for employees. The employee selects how much (if any) funds should be contributed every pay check. The City does not contribute toward this service.

#### **DISCUSSION:**

In order to expand on the availability of services to the City and to improve employee's financial health, we would like to expand our current plan from a pre-tax 457b plan to also include a post-tax ROTH plan and to allow the plan to have loan and emergency withdrawal capabilities in certain circumstances. These loans would be managed and administered by MissionSquare. The City would not contribute financially to the plans. The City would only collect the enrolled funds through payroll deductions and provide them to MissionSquare for processing.

**COURSES OF ACTION:** Approve or not approve adjustments to the City's MissionSquare 457 plan authorizing the addition of a ROTH plan with loan capabilities.

**FINANCIAL IMPACT:** None

**MOTION REQUESTED:** Approve the amendment of the City's MissionSquare 457 plan authorizing the addition of a ROTH plan with loan capabilities.

#### ADMINISTRATIVE SERVICES AGREEMENT

Type: 457

Account Number: 4490

#### ADMINISTRATIVE SERVICES AGREEMENT

This Agreement, made as of the 9th day of July, 1997, (herein referred to as the "Inception Date"), between The International City Management Association Retirement Corporation ("RC"), a nonprofit corporation organized and existing under the laws of the State of Delaware; and the City of Shavano Park ("Employer") a City organized and existing under the laws of the State of Texas with an office at 99 Saddletree Road, San Antonio, Texas 78231.

#### Recitals

Employer acts as a public plan sponsor for a retirement plan ("Plan") with responsibility to obtain investment alternatives and services for employees participating in that Plan;

The ICMA Retirement Trust (the "Trust") is a common law trust governed by an elected Board of Trustees for the commingled investment of retirement funds held by state and local governmental units for their employees;

RC acts as investment adviser to the Trust; RC has designed, and the Trust offers, a series of separate funds (the "Funds") for the investment of plan assets as referenced in the Trust's principal disclosure document, "Making Sound Investment Decisions: A Retirement Investment Guide." The Funds are available only to public employers and only through the Trust and RC.

In addition to serving as investment adviser to the Trust, RC provides a complete offering of services to public employers for the operation of employee retirement plans including, but not limited to, communications concerning investment alternatives, account maintenance, account record-keeping, investment and tax reporting, form processing, benefit disbursement and asset management.

#### Agreements

#### Appointment of RC

Employer hereby designates RC as Administrator of the Plan to perform all non-discretionary functions necessary for the administration of the Plan with respect to assets in the Plan deposited with the Trust. The functions to be performed by RC include:

- (a) allocation in accordance with participant direction of individual accounts to investment Funds offered by the Trust;
- (b) maintenance of individual accounts for participants reflecting amounts deferred, income, gain, or loss credited, and amounts disbursed as benefits;
- (c) provision of periodic reports to the Employer and participants of the status of Plan investments and individual accounts:
- (d) communication to participants of information regarding their rights and elections under the Plan; and
- (e) disbursement of benefits as agent for the Employer in accordance with terms of the Plan.

#### 2. Adoption of Trust

Employer has adopted the Declaration of Trust of the ICMA Retirement Trust and agrees to the commingled investment of assets of the Plan within the Trust. Employer agrees that operation of the Plan and investment, management and disbursement of amounts deposited in the Trust shall be subject to the Declaration of Trust, as it may be amended from time to time and shall also be subject to terms and conditions set forth in disclosure documents (such as the Retirement Investment Guide or Employer Bulletins) as those terms and conditions may be adjusted from time to time. It is understood that the term "Employer Trust" as it is used in the Declaration of Trust shall mean this Administrative Services Agreement.

#### 3. Employer Duty to Furnish Information

Employer agrees to furnish to RC on a timely basis such information as is necessary for RC to carry out its responsibilities as Administrator of the Plan, including information needed to allocate individual participant accounts to Funds in the Trust, and information as to the employment status of participants, and participant ages, addresses and other identifying information (including tax

identification numbers). RC shall be entitled to rely upon the accuracy of any information that is furnished to it by a responsible official of the Employer or any information relating to an individual participant or beneficiary that is furnished by such participant or beneficiary, and RC shall not be responsible for any error arising from its reliance on such information. RC will provide account information in reports, statements or accountings. All account discrepancies must be reported to RC within 120 days of the close of the quarter in which the discrepancy occurs. After that time the report, statement, or accounting shall be deemed to have been accepted by the Employer and the participants

#### 4. Certain Representations, Warranties, and Covenants

RC represents and warrants to Employer that:

- (a) RC is a non-profit corporation with full power and authority to enter into this Agreement and to perform its obligations under this Agreement. The ability of RC to serve as investment adviser to the Trust is dependent upon the continued willingness of the Trust for RC to serve in that capacity.
- (b) RC is an investment adviser registered as such with the Securities and Exchange Commission under the Investment Advisers Act of 1940, as amended. ICMA-RC Services, Inc. (a wholly owned subsidiary of RC) is registered as a broker-dealer with the Securities and Exchange Commission (SEC) and is a member in good standing of the National Association of Securities Dealers, Inc.

#### RC covenants with employer that:

(c) RC shall maintain and administer the Plan in compliance with the requirements for eligible deferred compensation plans under Section 457 of the Internal Revenue Code; provided, however, RC shall not be responsible for the eligible status of the Plan in the event that the Employer directs RC to administer the Plan or disburse assets in a manner inconsistent with the requirements of Section 457 or otherwise causes the Plan not to be carried out in accordance with its terms; provided, further, that if the plan document used by the Employer contains terms that differ from the terms of RC's standardized plan document, RC shall not be responsible for the eligible status of the Plan to the extent affected by the differing terms in the Employer's plan document.

#### Employer represents and warrants to RC that:

(d) Employer is organized in the form and manner recited in the opening paragraph of this Agreement with full power and authority to enter into and perform its obligations under this Agreement and to act for the Plan and participants in the

manner contemplated in this Agreement. Execution, delivery, and performance of this Agreement will not conflict with any law, rule, regulation or contract by which the Employer is bound or to which it is a party.

#### 5. Participation in Certain Proceedings

The Employer hereby authorizes RC to act as agent, to appear on its behalf, and to join the Employer as a necessary party in all legal proceedings involving the garnishment of benefits or the transfer of benefits pursuant to the divorce or separation of participants in the Employer Plan. Unless Employer notifies RC otherwise, Employer consents to the disbursement by RC of benefits that have been garnished or transferred to a former spouse, spouse or child pursuant to a domestic relations order.

#### 6. Compensation and Payment

- (a) Plan Administration Fee. The amount to be paid for plan administration services under this Agreement shall be 0.75% per annum of the amount of Plan assets invested in the Trust. Such fee shall be computed based on average daily net Plan assets in the Trust.
- (b) Account Maintenance Fee. There shall be an annual account maintenance fee of \$18.00. The account maintenance fee is payable in full on January 1 of each year on each account in existence on that date. For accounts established after January 1, the fee is payable on the first day of the calendar quarter following establishment and is prorated by reference to the number of calendar quarters remaining on the day of payment.
- (c) Plan Implementation Fee. There shall be a one-time Plan Implementation fee of \$250.00. This implementation fee is payable in full upon establishment of the Employer account.
- (d) Mutual Fund Services Fee. There is an annual charge of 0.25% of assets under management that are held in the Trust's Mutual Fund Series.
- (e) Model Portfolio Fund Fee. There is an annual charge of 0.10% of assets under management that are held in the Trust's Model Portfolio Funds.
- (f) Compensation for Management Services to the Trust. Employer acknowledges that in addition to amounts payable under this Agreement, RC receives fees from the Trust for investment management services furnished to the Trust, except that this fee is not assessed in the Mutual Fund Series

(g) Payment Procedures. (i) All payments to RC pursuant to Section 6(a), (b), (d) and (e) shall be paid out of the Plan Assets held by the Trust and shall be paid by the Trust. The amount of Plan Assets held in the Trust shall be adjusted by the Trust as required to reflect such payments. (ii) All payments to RC pursuant to Section 6(c) shall be paid directly by Employer, and shall not be deducted from Plan Assets held by the Trust.

#### 7. Custody

Employer understands that amounts invested in the Trust are to be remitted directly to the Trust in accordance with instructions provided to Employer by RC and are not to be remitted to RC. In the event that any check or wire transfer is incorrectly labeled or transferred to RC, RC is authorized, acting on behalf of the transferor, to transfer such check or wire transfer to the Trust.

#### 8. Responsibility

RC shall not be responsible for any acts or omissions of any person other than RC in connection with the administration or operation of the Plan.

#### 9. Term

This Agreement may be terminated without penalty by either party on sixty days advance notice in writing to the other.

#### 10. Amendments and Adjustments

- (a) This Agreement may not be amended except by written instrument signed by the parties.
- (b) The parties agree that compensation for services under this Agreement and administrative and operational arrangements may be adjusted as follows:

RC may propose an adjustment by written notice to the Employer given at least 60 days before the effective date of the adjustment and the notice may appear in disclosure documents such as Employer Bulletins and the Retirement Investment Guide. Such adjustment shall become effective unless, within the 60 day period before the effective date the Employer notifies RC in writing that it does not accept such adjustment, in which event the parties will negotiate with respect to the adjustment.

(c) No failure to exercise and no delay in exercising any right, remedy,

power or privilege hereunder shall operate as a waiver of such right, remedy, power or privilege.

#### Notices

All notices required to be delivered under Section 10 of this Agreement shall be delivered personally or by registered or certified mail, postage prepaid, return receipt requested, to (i) Legal Department, ICMA Retirement Corporation, 777 North Capitol Street, N.E., Suite 600, Washington, D.C, 20002-4240; (ii) Employer at the office set forth in the first paragraph hereof, or to any other address designated by the party to receive the same by written notice similarly given.

#### 12. Complete Agreement

This Agreement shall constitute the sole agreement between RC and Employer relating to the object of this Agreement and correctly sets forth the complete rights, duties and obligations of each party to the other as of its date. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect.

#### 13. Governing Law

This agreement shall be governed by and construed in accordance with the laws of the State of Texas applicable to contracts made in that jurisdiction without reference to its conflicts of laws provisions. In Witness Whereof, the parties hereto have executed this Agreement as of the Inception Date first above written.

CITY OF SHAVANO PARK

Signature/Date

Michael C. Cernech City Manager

Name and Title (Please Print)

INTERNATIONAL CITY MANAGEMENT ASSOCIATION RETIREMENT

CORPORATION

Stephen Wm. Nordholt/Date

Corporate Secretary

JUL 08 1997



DATE, 2023

RE: City of Shavano Park, Texas 457 Plan #304490

MissionSquare Plan Services P.O. Box 219320 Kansas City, MO 64121-9320

To Whom it May Concern:

The City of Shavano Park, Texas would like to:

- 1. Add the Roth 457 after-tax feature to our 457 plan (#304490) effective 10/01/2023 with MissionSquare Retirement.
- 2. We would also request that we allow in plan Roth conversions.
- 3. We request we all Roth contributions be available to plan participants for loans.

Please send the corresponding documents/paperwork to the following contact:

Kristen Hetzel, City Secretary / Human Resources Director citysecretary@shavanopark.org 210-581-1116

Payroll file details on the correct after-tax coding for Roth457 feature contributions should be provided to the following contact:

Brenda Morey, Finance Director Finance 1@shavanopark.org

Thank you,

Bill Hill, City Manager

#### 1. CALL MEETING TO ORDER

Meeting was called to order by Mayor Werner at 6:36 p.m.

PRESENT: ABSENT: Alderman Aleman None

Alderman Kautz

Mayor Pro Tem Kuykendall

Alderman Miller Alderman Powers Mayor Werner

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Kuykendall led the Pledge of Allegiance.

Mayor Werner gave the Invocation.

#### 3. CITIZENS TO BE HEARD

No one signed up to address City Council.

#### 4. CITY COUNCIL COMMENTS

City Council thanked everyone for their attention and recognized the significance of September 11th.

#### 5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Recognition of photographers Tammy McKeever and Barbara Matchey of Capture San Antonio Photography for supporting the Shavano Park Independence Day Event with beautiful photos - Mayor Werner

Mayor Werner presented the recognition certificates to Photographers Tammy McKeever and Barbara Matchey in recognition of their volunteer services for the City's Independence Day event.

#### 6. REGULAR AGENDA ITEMS

**6.1.** Public Hearing - Proposed Annual Operating and Capital Budget - FY 2023-24

Mayor Werner opened the Public Hearing at 6:44 p.m.

City Manager Hill summarized the changes to the proposed budget.

No one signed up to speak.

Mayor Werner closed the Public Hearing at 7:05 p.m.

6.2. Discussion / action - Ordinance No. O-2023-014 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2023 and ending September 30, 2024; making appropriations for each fund and department;

establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (first reading) - City Manager

Alderman Kautz made a motion to accept the first reading of Ordinance O-2023-014 as written.

Mayor Pro Tem Kuykendall seconded the motion.

The motion carried with a unanimous vote.

#### 6.3. Public Hearing - Proposed FY 2023-24 Tax Rate

Mayor Werner opened the Public Hearing at 7:09 p.m.

Finance Director Morey summarized the proposed tax rate for FY 2023-24.

No one signed up to speak.

Mayor Werner closed the Public Hearing at 7:11 p.m.

## 6.4. Discussion - Proposed FY 2023-24 Tax Rate, announce meeting to adopt FY 2023-24 tax rate - Finance Director

No additional discussion from the Council.

## 6.5. Discussion / action - City Council adoption of the FY 2024 organizational chart - City Manager

City Manager Hill summarized the proposed FY 2024 organizational chart with proposed amendments to the Police and Fire Departments.

Alderman Miller made a motion to accept the proposed FY 2024 organizational chart as proposed with the clarification the police cadets be allowable at 2 FTEs.

Alderman Kautz seconded the motion.

The motion carried with a unanimous vote.

## 6.6. Discussion / action – Ordinance O-2023-015 Fiscal Year 2022-23 Budget Amendment #2 - City Manager / Finance Director

City Manager Hill summarized the lease of additional acre feet of water rights out of an abundance of caution.

Alderman Powers made a motion to approve the administrative Ordinance O-2023-015 as written.

Mayor Pro Tem Kuykendall seconded the motion.

The motion carried with a unanimous vote.

#### **6.7.** Discussion - Committee Work Group insights and Recommendations - Ald. Miller and Kautz

Alderman Miller and Alderman Kautz summarized their work and recommendations on the commission and board applicants and process.

#### 7.

Kristen M. Hetzel, City Secretary

7.	ADJOURNMENT
	Alderman Kautz made a motion to adjourn the meeting.
	Mayor Pro Tem Kuykendall seconded the motion.
	The motion carried with a unanimous vote.
	The meeting ended at 7:28 p.m.
	Robert Werner, Mayor
ΑT	TEST:

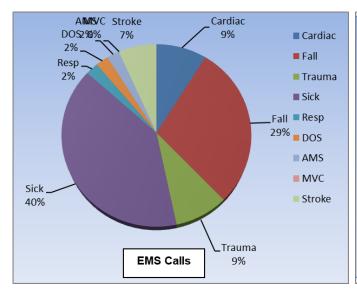
**City of Shavano Park** 

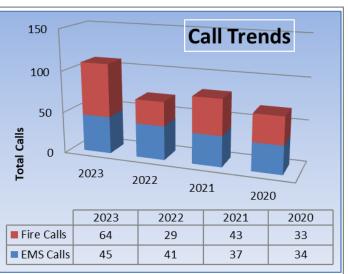
	[Designa	ated period: 8/1/202	23 to 9/1/2023]	[P	rior period: 8/1/202	2 to 9/1/2022]
Description	Prms	Valuation	Fee Paid	Prms	Valuation	Fee Paid
Commercial:						
Building (C) New	0	0.00	0.00	1	656135.00	5738.30
Electric (C)	2	0.00	1960.00	0	0.00	0.00
Finish Out Tenant Finish Out	3	1579434.00	14012.98	0	0.00	0.00
Plumbing (C)	1	0.00	750.00	0	0.00	0.00
Roof (C) Other (please explain below)	0	0.00	0.00	1	0.00	700.00
Tree Trimming (C)	44	0.00	0.00	41	0.00	0.00
Tree Trimming (R)	1	0.00	0.00	0	0.00	0.00
Development Services Fees:						
Credit Card Fee			457.56			57.72
Technology Fee			30.00			20.00
Totals For Permits Shown Above	51	1579434.00	18785.54	43	656135.00	7951.02
Other:						
Fire Alarm Permit Other	1	13797.00	560.00	0	0.00	0.00
Fire Sprinkler Permit Fire Sprinkler/Alarm	1	5000.00	560.00	0	0.00	0.00
Sign Permit Other (please explain below)	1	0.00	100.00	0	0.00	0.00
Sign Permit Other	1	8255.00	200.00	0	0.00	0.00
Swimming Pool Pool/ Spa	1	0.00	700.00	1	0.00	700.00
Development Services Fees:						
Credit Card Fee			53.65			17.63
Technology Fee			25.00			5.00
Totals For Permits Shown Above	5	27052.00	2198.65	1	0.00	722.63
Residential:						
Accessory Building Accessory Building*	0	0.00	0.00	1	0.00	918.75
Additions Addition*	1	0.00	328.78	0	0.00	0.00
Electric (C)	0	0.00	0.00	1	0.00	100.00
Electric (R)	4	0.00	1000.00	11	0.00	2650.00
Fence (R) Fence	1	0.00	100.00	1	0.00	300.00
Fence (R) Other (please explain below)	1	0.00	300.00	0	0.00	0.00
Gas (R)	1	0.00	200.00	4	0.00	950.00
HVAC (R)	9	0.00	1550.00	8	0.00	1900.00
Irrigation (R) Other (please explain below)	1	0.00	200.00	0	0.00	0.00
Plumbing (R)	11	0.00	2750.00	8	0.00	2705.00
Remodel (R) Accessory Building*	1	0.00	147.74	0	0.00	0.00
Remodel (R) Improvements/ Remodels**	1	0.00	100.00	1	0.00	377.20
Septic (R)	1	0.00	420.00	0	0.00	0.00
Tree Trimming (R)	8	0.00	0.00	5	0.00	0.00
Development Services Fees:						
Credit Card Fee			178.34			259.13
Technology Fee			165.00			230.00
Totals For Permits Shown Above	40	0.00	7719.86	40	0.00	10565.08
Total For All Permits In The Period	96	1606486.00	28704.05	84	656135.00	19238.73

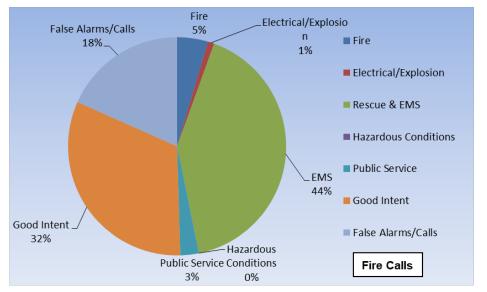
#### **Shavano Park Fire Department**

#### **Summary of Events for August 2023**

- Shavano Park FD responded to 109 requests for service in August.
- This is a **35% increase** from the previous **August**.
- Shavano Park FD responded to **7** automatic aid requests from Leon Springs FD, Bexar-Bulverde, and Hollywood Park FD.
- Shavano Park FD received 2 automatic aid responses for Castle Hills FD and Bexar County ESD 8.
- Shavano Park FD Responded/stood-by for 35 mutual aid requests from other departments.
- The average response time for calls within Shavano Park is **4 minutes 47 seconds** this month.
- Fire Fighters completed a total of 122.5 hours of fire and 104 hours of EMS training in the month of August.
- Certified Fire Inspector inspected **6** commercial buildings.
- Fire crews performed 1 pre-incident fire plan reviews
- Certified Plans Examiners reviewed 3 sets of commercial building/renovation plans/changes to previously submitted plans
- ALS care (Paramedics) Accounted for 72% of EMS responses for August



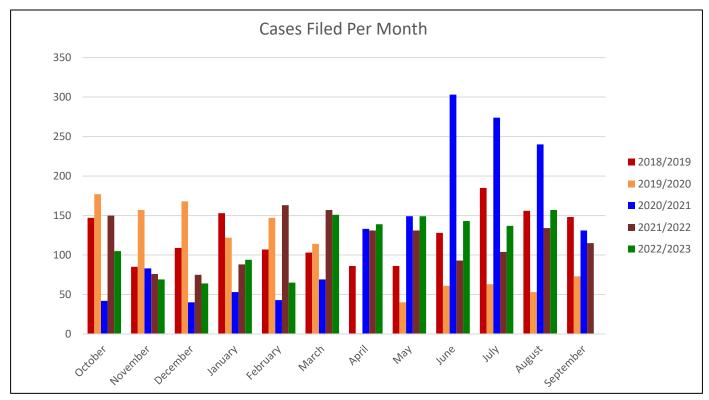






#### **City of Shavano Park**

#### **Municipal Court Activity August 2023**



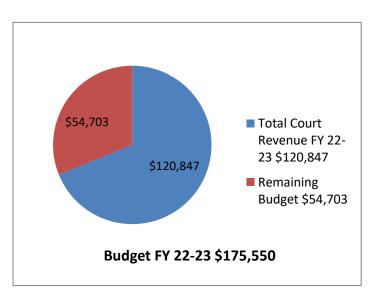
	Current	
<b>Cases Resolved</b>	Month	<b>Prior Year</b>
Fine	31	26
Not Guilty By Judge	0	0
Guilty	20	9
Dismissed	10	1
Compliance Dismissal	20	23
<b>Defensive Driving</b>	9	9
<b>Deferred Disposition</b>	23	10
Proof of Insurance	4	1
TOTAL	117	79

There was 1 case filed in April 2020.

(Insufficient to register on the above chart)

There were no in-person Municipal Court proceedings March
- May, July - December 2020 and January - February 2021
due to the coronavirus.

	Current	Prior
Court Revenue	22/23	21/22
October	\$ 9,566	\$ 14,631
November	11,489	14,428
December	6,109	10,631
January	9,163	10,362
February	10,196	17,310
March	12,761	15,372
April	10,905	15,218
May	14,770	9,098
June	12,847	12,581
July	12,061	8,071
August	10,981	7,236
September	-	14,655
	\$ 120,847	\$ 149,594



# Monthly Activity Report City of Shavano Park Police Department August 2023

Activity Report: 17 criminal offenses out of 15 incidents were handled by the Police Department for the month of August. 105 total Criminal Offenses were handled by the Department for CY 2023.

Criminal Incidents Calendar Year

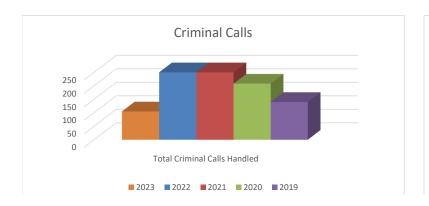
Criminal incluents	A	2022		2024		2040
	Aug	2023	2022	2021	2020	2019
Alcohol Beverage Code Violations	0	0	5	0	0	0
Arrest of Wanted Persons (Outside Agency)	2	6	26	27	10	18
Assault / Assault Family Violence	1	4	7	11	9	4
Burglary Building	1	4	5	6	5	5
Burglary of Habitation	0	0	0	2	0	0
Burglary Vehicle	1	12	35	23	10	13
Criminal Mischief / Reckless Damage	0	2	9	17	9	9
Criminal Mischief Mail Box	0	0	1	3	0	0
Criminal Trespass	0	0	0	6	3	3
Cruelty to Animals	0	0	0	1	0	0
Disorderly Conduct	0	1	0	3	0	0
Deadly Conduct	0	1	2	1	0	0
Duty on Striking Fixture/Landscaping	0	2	1	4	0	3
Driving Under the Influence - Minor	0	0	2	1	0	0
Driving While Intoxicated	1	12	20	28	15	10
Driving while License Suspended / Invalid (ENHANCED)	0	0	0	1	1	5
Endangerment of Child	0	0	0	0	0	1
Engaging in Organized Crime	_	0	0	1	_	
	0				0	0
Evading Arrest/Escape Custody	3	11	10	9	5	3
Exploitation Child/Elderly/Disabled	0	0	0	1	0	0
Failure to Identify	0	1	1	0	1	1
Fraud / Forgery / False Reports / Tamper w/Govt. Record	1	8	15	12	8	7
Graffiti	0	0	0	0	1	3
Harassment / Retaliation / Terroristic Threat / Viol. Protect. Order	0	2	9	3	4	3
Illegal Dumping	0	0	0	6	0	0
Injury to Child/Elderly/Disabled	0	0	3	1	0	0
Property Damage/Leaving Scene of Accident	0	0	3	7	1	1
Minor In Possession Alcohol/Tobacco	0	3	4	3	13	0
Murder	0	0	0	1	0	0
Narcotics Violation (class B and up)	1	3	18	7	31	13
Narcotics Violation (class C)	3	13	23	17	24	15
Unlawful Possession/Carry Weapon	0	0	11	4	7	2
Public Intoxication	0	1	0	0	1	1
Reckless Driving	1	1	0	2	0	0
Resisting Arrest/Interference/Hindering/Unlawful Restraint	0	0	2	2	2	2
Robbery	0	0	1	2	2	1
Sexual Offense	0	0	1	0	1	2
Solicitation of a Minor / Indecency with a Minor	0	0	1	0	0	0
Stalking	0	0	0	2	0	0
Suicide	0	0	1	1	1	0
Tampering with Evidence	0	0	0	1	2	1
Theft	2	15	21	25	29	14
Theft of Mail	0	2	6	3	7	0
Theft of Motor Vehicle	0	1	3	5	2	0
Unauthorized Use of Motor Vehicle	0	0	4	1	4	0
Total Criminal Calls Handled	17	105	250	250	208	140
Total Criminal Cans Handleu	1/	102	230	230	200	140

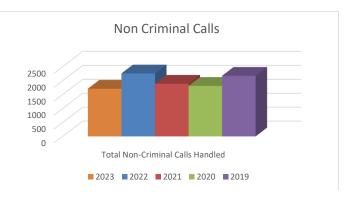
# Monthly Activity Report City of Shavano Park Police Department Aug 2023

**Non-Criminal Incidents** 

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Non-criminal incluents		Calefidat Teat					
	Aug	2023	2022	2021	2020	2019	
Accidents Major (With Injuries)	0	2	5	6	2	8	
Accidents Minor (Non-Injury)	4	39	68	78	36	74	
Alarm Call	35	300	419	417	401	505	
Animal Calls / Complaints	0	30	129	97	107	147	
Assist Fire Department / EMS	49	314	404	372	373	426	
Assist Other Law Enforcement Agencies	4	49	82	32	59	89	
Assist the Public	5	50	78	37	80	105	
City Ordinance Violations	18	162	42	47	57	34	
Animal 10 Grass/Vegitation 3							
RV / Parking 5							
Criminal Trespass Warning	0	1	2	10	11	10	
Deceased Person / Natural / Unattended	2	22	20	17	23	15	
Disturbance / Keep the Peace	5	37	72	63	71	46	
Emergency Detention	0	7	8	12	12	9	
Impounded Vehicles	11	74	94	0	0	0	
Information	21	187	271	131	127	164	
Missing Person / Runaway	0	1	2	0	3	4	
Recovered Property / Found Property	2	13	19	18	11	9	
Suspicious Activity, Circumstances, Persons, Vehicles	18	121	186	164	154	194	
Traffic Hazard	1	18	46	30	21	72	
Welfare Concern	9	58	88	69	48	65	
911 Hang-up Calls	24	226	225	290	217	199	
Total Non-Criminal Calls Handled	208	1711	2260	1890	1813	2175	
Officer Initiated Contacts	Aug	2023	2022	2021	2020	2019	
Community Policing Contacts / Crime Prevention				2754	899	1496	
Out of Town / Patrol-By Requests	27	188	285	196	211	430	
House Checks	386	3213	5504				
Business Checks	804	4699	4151				
Citizen Policing Contacts	794	4542	4408				
Crime Prevention Activites	113	393	384				
Field Interview Contacts	0	10	585				
Total Officer Initiated Contacts	2124	13045	15317	2950	1110	1926	
•							





#### City of Shavano Park Police Department Aug 2023 Breakdown

Arrest of Wanted Person

1. 3800 blk. De Zavala Road

2. 15400 blk. N.W. Military Hwy.

Assault

1. 3200 blk. N. Loop 1604 W.

**Burglary of Building** 

1. 3500 blk. Paesanos Pkwy.

**Burglary of Vehicle** 

1. 3600 blk. Paesanos Pkwy.

DWI

1. 3800 blk. De Zavala Road

Forgery

1. 3200 blk. Napier Park

**Evading Arrest** 

1. 3700 blk. De Zavala Road

2. 4500 blk. Lockhill-Selma Road

3. 4500 blk. Lockhill-Selma Road

**Narcotic Violations** 

1. 3800 blk. De Zavala Road (class C)

2. 15000 blk. N.W. Military Hwy. - Class B and up)

3. 15600 blk. N.W. Military Hwy. - (class C)

4. 3700 blk. De Zavala Road (class C)

**Reckless Driving** 

1. 15100 blk. N.W. Military Hwy.

Theft

1. 100 blk. Windmill Road

2. 3215 Huebner Road

#### **Aug 2023**

Officer	Α	В	С	D	E	F	G	Н	I	J	K	L	M	N	0	<b>Grand Total</b>
Warnings	45	36	48	28	11	16	12	30	30	31	7	24	33			351
Citations	5	2	14	24	3	22	10	10	3	12	31	18	16			170
Cases	25	26	25	16	11	8	12	11	19	19	14	20	17			223
Activity Totals	75	64	87	68	25	46	34	51	52	62	52	62	66	0	0	744
Vehicles Stopped	48	37	57	43	13	28	18	36	33	38	26	37	42			456

Cantu Casares De Anda Espinoza Flores Garza Gutierrez Nakazono Page Quintanilla Schumacher Torres Villanueva

Officer	Р	ď	R	S	Т	U	V	W	Х	Υ	Z	Total B
Warnings												0
Citations												0
Cases												0
Activity Totals	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Stopped												0

Grand Total
351
170
223
744
456

## PUBLIC WORKS DEPARTMENT Monthly Report -AUGUST 2023

#### **WATER UTILITY**

Staff completed replacement of pipe for all 17 water crossings and wrapped all the old AC pipe and made ready for disposal.

Staff repaired a damaged long service connection at Wagon Trail & Shavano hit by contractor.

#### **GROUND MAINTENANCE**

Staff replaced broken sprinkler heads around City Hall.

#### **FACILITIES**

Installed APR valve on the A/C unit located in PD building to help combat humidity.

#### **STREETS**

Miller bros. completed work on Chimney Rock Lane, Windmill Rd, Bent Oak Dr and Fawn Dr.

D&D has completed installed Type B base on End Gate Lane and Wagon Trail Rd.

Water Utility	AUGUST	FY
# of Gallons Pumped	35,610,117	202,920,456
# of Gallons Pumped from Trinity	 0	0
Total Pumped	35,610,117	202,920,456
# of Gallons Sold	34,690,000	189,913,000
Water Lossed in gallons	928,617	11,816,855
Flushing	8,500	105,500
% of Loss	3%	6%
Water Revenue	\$ 158,532.14	772,202
EAA Fees Collected	\$ 17,290.00	94,774
Water Service Fees	\$ 5,608.00	60,795
Debt Service Collected	\$ 15,783.42	173,889
Late Fees	\$ 1,433.22	11,329
Cellular Access Fee	\$ 8.90	98
Water Used by City	390,000	2,147,000
Water Cost Used by City	\$ 3,907.90	19,372
# of Water Complaints	4	12
# of Bill Adjustments	3	30
# of locate tickets	55	474

#### **CITY OF SHAVANO PARK**

## MONTHLY COMPARISON TO LAST YEAR # OF WATER ACCOUNTS IN EACH TIER

Tiers	Breakdown of Tiers in Thousands of Gallons	# of Units In Tier	Rate per 1,000 Gallons	AUGUST 2022	AUGUST 2023
Tier 1	0-5,000	5	\$3.07	80	64
110.	10 0,000		φο.στ		01
Tier 2	5,001 - 30,000	25	\$3.40	304	208
Tier 3	30,001 - 50,000	20	\$3.83	159	158
Tier 4	50,001 - 70,000	20	\$4.58	83	110
Tier 5	70,001 - 100,000	30	\$6.29	56	111
Tier 6	Over 100,001		\$11.94	27	60
				709	711

Othe	r Fees	AUGUST 2022	AUGUST 2023	
EAA Fee @ \$.50/ 1 Debt Service Fee @	•	s	\$12,392.50 \$15,918.90	\$17,290.00 \$15,783.42
Water Svc Fee	5/8 3/4 1 1 1/2	\$5.10 \$7.34 \$13.06 \$29.38	\$438.60 \$4,337.94 \$235.08 \$117.52	\$107.10 \$4,763.66 \$248.14 \$176.28
	2	\$52.22	\$261.10	\$313.32

Water Sales Only

\$101,181.74	\$159,965.36

#### CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 7.6

Prepared by: Brenda Morey Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

Presentation of July 2023 Monthly Reports

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**Attachments for Reference:** 

- a) Power Point Presentation
- b) Revenue & Expenditure Report (Incode)
- c) Monthly Check Register

**BACKGROUND / HISTORY:** The information provided is for the FY 2022-23 budget period, month ending July 31, 2023. The "Current Budget" column contains the original adopted budget plus budget amendment #1, approved by Council in August. This summary highlights key points related to the current month's activity for the General Fund and for the Water Utility Fund. Staff is also prepared to present the accompanying power point briefing.

#### **DISCUSSION:**

#### **<u>10 - General Fund</u>** (Page 1 of Revenue and Expenditure Report)

As of July 31, 2023, General Fund revenues total \$5,863,034 or 92.38% of the amended budget. General Fund expenditures total \$4,640,729 or 73.12% of the amended budget with 10 months or 83.33% of the year complete.

#### **Revenues (GF)** (Page 2 & 3)

- Current M&O Property tax (10-599-1010) collections for the month are \$111,570, with 99.24% of the annual budgeted amount collected to date. Collection percentage is comparable with that of the same period, prior year, which was 98.69% collected.
- Sales Tax revenue received this month totaled \$52,825 based on taxable May 2023 sales reported by monthly filers.
- Franchise Fees are paid quarterly and generally received two months after the quarter. Republic typically pays their fee a bit early and did so this quarter. Next receipts are due August 15.
- Permits and Licenses revenues total \$28,085 for the month, with \$23,845 in building permits and \$1,350 in inspection fees.
- Court fees for the month are \$10,949, ahead of the amount recognized in July 2022 of \$7,792.
- Police/Fire revenues total \$34,774 for the month, including \$33,738 from the EMS billing service provider.
- Interest income at 163.75% of amended budget collected as rates have gone up in reaction to the Federal Reserve actions. Also, the City has a more diversified investment portfolio and this line item was conservatively budgeted. The City is hoping to add a portion of this windfall to fund balance at the end of the year.

- Donation – Administration – the City received several donations this month, \$7,000 in memory of a resident and \$1,000 towards the City's Independence Day event.

#### Expenditures (GF) (Pages 4-14)

- -The Council (600) is at 88.64% spent year to date. Larger expenditures this month include registration fees for the Mayor and Council members to attend the upcoming Texas Municipal League Conference in the Dallas area in Training/Education (3030).
- -The Administration Department (601) is under budget with \$79,498 spent this month, 76.55% of the annual budget utilized to date. Larger or unusual expenditures this month include: \$2,315 for legal services related to the junk vehicle situation in Prof Services Legal (3015), Building Maintenance (5030) includes \$2,344 for City Hall irrigation system repairs, and Codification Expense (3016) includes \$2,340 for supplement 23 code of ordinances (previous update completed as of end of February).
- -The Court Department (602) expenditures for the month are \$7,423 for 80.81% of the annual budget spent year to date, a bit behind budget. No unusual or significant expenditures this month.
- -The Public Works Department (603) expenditures for the month are \$35,509, below budget with 68.47% of the annual budget utilized. No unusual or significant expenditures noted this month.
- -The Fire Department (604) is below budget for day-to-day operations at \$152,262 for the month, 71.36% total spent year to date. Larger expenditures this month include: Special Services (3080) which records the commission paid on EMS billing and collection services and is at 127.7% year to date when compared with the revenue line of EMS Fees (6060) which is at 109.20%. The collection percentage is higher on accounts that take longer to collect (requiring more effort). EMS Supplies (6040) reflects normal restocking of needed items.
- -The Police Department (605) is below budget for day-to-day expenses at \$140,079 for the month and 73.05% of the budget spent year to date. Larger expenditures this month include: purchase of four rifles for \$3,874 in Firearms Equipment/Supplies (6035).
- -The Development Services Department (607) reflects the Professional Services paid for engineering, contracted permit, sanitary, and health inspection services with July expenditures of \$6,338 for those services. The department is at 73.13% of the annual budgeted amount recorded to date.

#### **20-WATER FUND**

As of July 31, 2023, the Water Fund total revenues are \$927,469 or 70.61% of the amended budget amount. Water Fund (Water Department & Debt Service) expenses total \$1,002,390 or 76.31% of amended budget.

#### **Revenues (Water)**

- -Water consumption (5015) billed in July for the month of June use is \$68,443, with 80.19% of the amended budget recognized to date. This is \$57,625 less revenue recognized than for the same month prior year.
- -The Debt Service (5018) and Water Service Fee (5019) are on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 83.25% and 86.01% respectively.
- -The EAA Pass Thru (5036) fees are charged to customers based on usage, \$9,252 was recorded for the month and 82.30% of the annual budgeted amount has been recognized to date.
- -Interest Income (7000) the Utility is seeing the effect of higher rates and more diversified investments.

#### **Expenses (Water)**

Water Department (606) expenses for the day-to-day operations are under the amended budget with a total of \$73,085 incurred this month, 77.33% of the annual budget utilized. Expenses include top soil, base, flowable fill and valves/mains for main crossing relocation in the Phase I street reconstruction project area are recorded in Water System Improvements (8080).

The next debt payments are due in August, principal of \$28,940 on the SIB loan and interest on the Water Utility's share of the bonds of \$32,616.

#### **PAYROLL**

The City is on a bi-weekly payroll; there have been 21 pay periods out of 26 so 80.77% should be expensed in the line items directly related to salaries when fully staffed. Total salaries and overtime accounts are at 77.77% of budget thru July, with higher overtime expenditures noted in the Fire department. Position vacancies at the end of July include one in the Fire Department and two in the Police Department. Workers Comp Insurance (1037) is at 69.56%, with the next expenditure recognition at the end of September. Total TMRS (1040) expenditures for all departments are at 75.19%, below expected but this line is budgeted at the higher calendar year 2023 rate of 14.57% (versus the CY2022 rate of 14.16%), also considering the vacancies to date and that part time firefighters are not eligible to participate. Health insurance related line items are at approximately 74.65%, when 83.33% is expected but reasonable considering the position vacancies so far, this fiscal year.

**COURSES OF ACTION:** None related to the report - informational.

FINANCIAL IMPACT: N/A

**STAFF RECOMMENDATION: N/A** 



## **City of Shavano Park**



Together We Can!



# Monthly Financial Report

(July 31, 2023)

Brenda Morey, Finance Director



- Cash and Investments
- General Fund Overview
- General Fund Revenues
- General Fund Expenditures
- Water Fund Overview
- Water Fund Revenues & Expenses
- Special Revenue Funds
- Capital Replacement Fund



## **Total Cash & Investment Update \***



Together We Can!

CASH AND INVESTMENTS BY FUND	Jı	July 31, 2023		
General Fund (10)	\$	3,733,772		
Water Fund (20)		1,100,409		
Debt Service Fund (30)		143,812		
Crime Control District Fund (40)		322,860		
PEG Funds (42)		145,998		
Tree Protection & Beautification Fund (45)		112,697		
Street Maintenance Fund (48)		581,393		
Court Security/Technology (50)		76,103		
Child Safety Fund ( 52)		4,422		
LEOSE Fund (53)		435		
American Rescue Plan Act Fund (58)		385,022		
Street Projects Fund (60)		9,164,994		
GF Capital Replacement Fund (70)		1,780,413		
Total Cash & Investments **	\$	17,552,330		

<sup>\*</sup>Total cash and investments represents all Funds per general ledger, not cash at bank.

<sup>\*\*</sup> Not to be considered a reflection of the required quarterly investment report per the Public Funds Investment Act.



# **Total Cash & Investment Update \***



Together We Can!

SECURITY TYPE	July 31, 2023			
OPERATING BANK ACCOUNTS				
Frost Bank			\$	621,343
SAVINGS BANK ACCOUNTS				
Frost Bank				621,870
US TREASURY BILLS (excl accrued coup	on i	nterest)		10,803,061
POOLS				
TexStar	\$	1,860,223		
TexPool		3,119,911		
SUBTOTAL - POOLS				4,980,134
CERTIFICATES OF DEPOSIT				
Security Service Credit Union	\$	265,026		
Generation Credit Union		260,896		
SUBTOTAL - CERTIFICATES OF DEPOSI	T			525,922
Total Cash & Investments **			\$	17,552,330

<sup>\*</sup>Total cash and investments represents holdings in all Funds.

<sup>\*\*</sup> Not to be considered a reflection of the required quarterly investment report per the Public Funds Investment Act.



## 10- General Fund Overview



Together We Can!

- General Fund current property tax collections year to date through July 2023 are \$3,987,350, 99.24% of budget
- July 2023 Sales Tax revenue was \$52,825.
   (Collections are for taxable sales during May 2023 as reported by monthly filers)
- Building Permits and Licenses revenue for the month was \$28,085 with \$23,845 collected in building permit fees and \$1,350 collected in inspection fees.
- Major Projects/Improvements in FY 2022-23

	Budget		Ex	Expended		alance	Status
Household Hazardous Waste Event Starr Family Donation	\$	27,500	\$	26,093	\$	1,407	Completed
Project	\$	10,000	\$	11,279	\$	(1,279)	Completed

Unassigned General Fund fund balance at September 30, 2022 = \$2,533,957 (Audited) Unassigned General Fund fund balance at September 30, 2021 = \$2,441,857 (Audited)



# 10 - General Fund Revenues



Together We Can!

	A	FY 2022-23 AMENDED BUDGET  FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE		FY 2022-23 % BUDGET COLLECTED	
CURRENT PROPERTY TAXES	\$	4,018,000	\$	111,570	\$	3,987,350	99.24%
DEL. TAXES & PENALTIES		35,000		1,915		26,516	75.76%
SALES TAX		702,000		52,825		556,508	79.27%
MIXED BEVERAGE		28,000		2,598		24,543	87.65%
FRANCHISE REVENUES		493,000		9,223		373,302	75.72%
PERMITS & LICENSES		412,300		28,085		288,612	70.00%
COURT FEES		162,300		10,949		100,744	62.07%
POLICE/FIRE REVENUES		172,200		34,774		186,332	108.21%
MISC/INTEREST/GRANTS		271,430		32,693		300,597	110.75%
TRANSFERS IN/FUND BAL.		52,550		1,822		18,530	35.26%
TOTAL REVENUES	\$	6,346,780	\$	286,454	\$	5,863,034	92.38%



### 10- General Fund Expenditures



Together We Can!

	A	Y 2022-23 MENDED BUDGET	F	7 2022-23 JULY 2023	Y 2022-23 YEAR TO DATE	FY 2022-23 % BUDGET SPENT
CITY COUNCIL	\$	91,846	\$	2,047	\$ 81,408	88.64%
ADMINISTRATION		1,104,793		79,498	845,750	76.55%
COURT		100,750		7,423	81,412	80.81%
PUBLIC WORKS		629,989		35,509	431,345	68.47%
FIRE DEPARTMENT		2,189,523		152,262	1,562,444	71.36%
POLICE DEPARTMENT		2,137,279		140,079	1,561,389	73.05%
DEVELOPMENT SERVICES		92,600		6,338	76,981	83.13%
TOTAL EXPENDITURES	\$	6,346,780	\$	423,156	\$ 4,640,729	73.12%
REVENUES OVER/(UNDER) EXPENDITURES	\$		\$	(136,702)	\$ 1,222,305	

Expenditures total \$4,640,729 through July 2023 or 73.12% of the amended budget spent with 83.33% of budget complete (10 months).



#### 20 - Water Fund Overview



Together We Can!

- Total revenues for the fiscal year through July 2023 are \$927,469, 70.61% of amended budget.
- Water consumption revenue of \$68,443 for July 2023 (actual June 2023 use) is \$57,625 less revenue recognized when compared to the same month, prior year.
- Water Department expenses are behind amended budget for the fiscal year at \$850,973 with a total of 77.33% of the budget spent with 83.33% of year complete.
- Major Projects/Improvements in FY 2022-23:

	<u> </u>	<u>Budget</u>	<u>Ex</u>	<u>pended</u>	<u>E</u>	<u>Balance</u>	<u>Status</u>
Replace spider water li							
in one cul de sac	\$	262,647	\$	276,274	\$	(13,627)	**
Replace two pumps at S	Shava	ano					
Drive pump station	\$	30,000	\$	27,843	\$	2,157	Completed

<sup>\*\*</sup> applying budgeted amount towards relocating long services and prioritized water crossings in advance of the street reconstruction project expected to begin in the latter part of FY2023.



#### 20 - Utility Fund Revenues & Expenses



Together We Can!

	А	FY 2022-23 AMENDED BUDGET			2022-23 JULY 2023		FY 2022-23 YEAR TO DATE	FY 2022-23 % OF BUDGET
								COLLECTED
WATER CONSUMPTION	\$	664,440		\$	68,443	\$	532,831	80.19%
DEBT SERVICE		189,900			15,874		158,083	83.25%
WATER SERVICE FEE		64,000			5,636		55,044	86.01%
EAA PASS THRU CHARGE		85,700			9,252		70,531	82.30%
MISC/INTEREST/GRANTS		309,524			7,725		110,980	35.86%
TOTAL REVENUES	\$	1,313,564	_	\$	106,930	\$	927,469	70.61%
								SPENT
WATER DEPARTMENT	\$	1,100,392			73,085		850,973	77.33%
DEBT SERVICE		213,172	_		-		151,416	71.03%
TOTAL EXPENSES	\$	1,313,564	_	\$	73,085	_\$	1,002,389	76.31%
REVENUES OVER/(UNDER) EXPENSES	\$		_	\$	33,845	\$	(74,920)	



Together We Can!

#### **40- Crime Control Prevention District**

	FY 2022-23 ADOPTED BUDGET		FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE		FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	367,069	\$	366,109	\$	367,069	
Crime Control Sales Tax Interest/Misc.	\$	175,500 -	\$	13,248 1,185	\$	138,832 11,444	79.11%
TOTAL REVENUES	\$	175,500	\$	14,433	\$	150,276	85.63%
							SPENT
Fire Expenditures Police Expenditures	\$	1,200 172,890	\$	28,822	\$	- 165,625	0.00% 95.80%
TOTAL EXPENDITURES	\$	174,090	\$	28,822	\$	165,625	95.14%
REVENUES OVER/(UNDER) EXPENDITURES	\$	1,410	\$	(14,389)	\$	(15,349)	
PROJECTED ENDING FUND BALANCE	\$	368,479	\$	351,720	\$	351,720	





Together We Can!

#### **40 – Crime Control Prevention District**

- Supported by dedicated sales tax and interest income on invested balances.
- Major Projects/Improvements in FY 2022-23:

		<u>Budget</u>	<u>E</u> >	<u>cpended</u>	<u>B</u>	<u>alance</u>	<b>Status</b>
National Night Out	\$	6,000	\$	5,655	\$	345	In progress
Replace two patrol vehicles	\$	130,000	\$	127,052	\$	2,948	In progress
Payment on vehicle/body wo	orn						
camera system	# \$	29,490	\$	29,490	\$	-	Completed





Together We Can!

#### 42- PEG Fund

	FY 2022-23 ADOPTED BUDGET		FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE		FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	136,036	\$	150,681	\$	136,036	
Franchise Fee- PEG Misc/Interest	\$	15,200	\$	559 508	\$	13,075 4,473	COLLECTED 86.02% #DIV/0!
TOTAL REVENUES	\$	15,200	\$	1,067	\$	17,548	115.45%
PEG Expenditures		10,800		1,645		3,481	SPENT 32.23%
REVENUES OVER/(UNDER) EXPENDITURES	\$	4,400	\$	(578)	\$	14,067	
PROJECTED ENDING FUND BALANCE	\$	140,436	\$	150,103	\$	150,103	





Together We Can!

#### 45- Tree Protection & Beautification Fund

	FY 2022-23 ADOPTED BUDGET		FY	7 2022-23 JULY 2023	FY 2022-23 YEAR TO DATE	FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	109,777	\$	110,002	\$ 109,777	00115055
Tree Trimming Permits Revenue	\$	12,250	\$	2,695	\$ 5,565	COLLECTED 45.43%
Expenditures		25,000			2,645	<u>SPENT</u> 10.58%
REVENUES OVER/(UNDER) EXPENDITURES	\$	(12,750)	\$	2,695	\$ 2,920	
PROJECTED ENDING FUND BALANCE	\$	97,027	\$	112,697	\$ 112,697	





Together We Can!

#### 48- Street Maintenance Fund

	FY 2022-23 ADOPTED BUDGET		FY 2022-23 JULY 2023			Y 2022-23 YEAR TO DATE	FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	867,905	\$	597,388	\$	867,905	
Colon Toy Daynoyan	Ф	475 500	Φ.	42.200	ф	400 407	COLLECTED
Sales Tax Revenues	\$	175,500	\$	13,206	\$	139,127	79.27%
							SPENT
Materials/Supplies	\$	50,000	\$	-	\$	-	0.00%
Transfer to Debt Service Fund		633,292		-		396,438	62.60%
Total Expendiutres		683,292		-		396,438	
REVENUES OVER/(UNDER) EXPENDITURES	\$	(507,792)	\$	13,206	\$	(257,311)	
PROJECTED ENDING FUND BALANCE	\$	360,113	\$	610,594	\$	610,594	





Together We Can!

#### 58- American Rescue Plan Act Fund

	FY 2022-23 AMENDED BUDGET		FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE		FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	5	\$	5	\$	5_	
		_		_		_	COLLECTED
ARPA Federal Funding	\$	303,872	\$	7,042	\$	188,886	62.16%
Interest Income		22,000		1,822		18,530	84.23%
TOTAL REVENUES	\$	325,872	\$	8,864	\$	207,416	63.65%
Council	\$	122,000	\$	-	\$	59,024	48.38%
Administration		80,800		3,270		49,697	61.51%
Public Works		46,130		-		47,695	103.39%
Fire		36,400		3,157		22,103	60.72%
Police		40,542		2,437		28,897	71.28%
TOTAL EXPENDITURES	\$	325,872	\$	8,864	\$	207,416	63.65%
REVENUES OVER/(UNDER) EXPENDITURES	\$	-	\$	-	\$	-	
PROJECTED ENDING FUND BALANCE	\$	5	\$	5	\$	5	





Together We Can!

#### 58 – American Rescue Plan Act Fund Overview

- Supported via allocated funds from the U.S. Treasury American Rescue Plan Act.
- Major Projects/Improvements in FY 2022-23:

	<u>B</u>	Budget	<u>Ex</u>	<u>pended</u>	<u>B</u>	<u>alance</u>	<u>Status</u>
Land purchase, down payment	\$	65,000	\$	-	\$	65,000	In progress
Playground shade cover	\$	57,000	\$	59,024	\$	(2,024)	Completed
Back up Power Supply	\$	43,630	\$	43,629	\$	1	Completed
(joint with Public Works & Fire Dep	oartn	nents)					
Replace email server	\$	20,500	\$	20,489	\$	11	Complete
Upgrade City Hall HVAC	\$	20,000	\$	-	\$	20,000	Planning
Police Department secondary gate	\$	18,000	\$	5,643	\$	12,357	Completed



# **Capital Projects Fund**

Fund
Together We Can!

#### **60- Street Projects Fund**

	FY 2022-23 AMENDED BUDGET		FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE	FY 2022-23 % OF BUDGET	
BEGINNING FUND BALANCE	\$	9,512,798	_	\$	9,272,142	\$ 9,512,798	
Interest Income	\$	400,000		\$	38,434	\$ 337,461	COLLECTED 84.37%
Public Works		1,725,000	_		138,502	 678,185	39.32%
REVENUES OVER/(UNDER) EXPENDITURES	\$	(1,325,000)		\$	(100,068)	\$ (340,724)	
PROJECTED ENDING FUND BALANCE	\$	8,187,798	_	\$	9,172,074	\$ 9,172,074	



## **Governmental Fund**



Together We Can!

#### 70- Capital Replacement Fund

	FY 2022-23 ADOPTED BUDGET		FY 2022-23 JULY 2023		FY 2022-23 YEAR TO DATE		FY 2022-23 % OF BUDGET
BEGINNING FUND BALANCE	\$	1,714,750	\$	1,773,127	\$	1,714,750	001150750
Interest Income Transfers In - General Fund	\$	1,500 297,241	\$	7,385	\$	65,762 -	COLLECTED 4384.13% 0.00%
TOTAL REVENUES	\$	298,741	\$	7,385	\$	65,762	22.01%
Council Administration	\$	260,000 9,000	\$	- -	\$	<u>-</u>	0.00% 0.00%
TOTAL EXPENDITURES	\$	269,000	\$	-	\$	-	0.00%
REVENUES OVER/(UNDER) EXPENDITURES	\$	29,741	\$	7,385	\$	65,762	
PROJECTED ENDING FUND BALANCE	\$	1,744,491	\$	1,780,512	\$	1,780,512	



#### **Governmental Fund**



Together We Can!

#### 70 – Capital Replacement Fund Overview

- Supported via budgeted transfers from the General Fund and interest earnings on invested balances.
- Major Projects/Improvements in FY 2022-23:

	<u> </u>	<u>Budget</u>	Exp	ended	<u>E</u>	<u>Balance</u>	<u>Status</u>
Land purchase	\$	260,000	\$	-	\$	260,000	In process
City Hall HVAC replacement	\$	9,000	\$	-	\$	9,000	Not started

9/12/2023 <sub>19</sub>



# **City of Shavano Park**



Together We Can!

# Questions

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CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023 10 -GENERAL FUND

FINANCIAL SUMMARY			% OF	YEAR COMPLETED	: 83.33
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	6,346,780.00	286,453.55	5,863,034.14	483,745.86	92.38
TOTAL REVENUES	6,346,780.00	286,453.55	5,863,034.14	483,745.86	92.38
EXPENDITURE SUMMARY					
CITY COUNCIL ADMINISTRATION COURT PUBLIC WORKS FIRE DEPARTMENT POLICE DEPARTMENT DEVELOPMENT SERVICES	91,846.00 1,104,793.00 100,750.00 629,989.00 2,189,523.00 2,137,279.00 92,600.00	35,508.90 152,261.97 140,079.22 6,338.00	81,407.94 845,750.04 81,412.34 431,345.36 1,562,443.65 1,561,388.61 76,980.70	10,438.06 259,042.96 19,337.66 198,643.64 627,079.35 575,890.39 15,619.30	88.64 76.55 80.81 68.47 71.36 73.05 83.13
TOTAL EXPENDITURES	6,346,780.00	423,156.33	4,640,728.64	1,706,051.36	73.12 ======

REVENUES OVER/(UNDER) EXPENDITURES 0.00 ( 136,702.78) 1,222,305.50 ( 1,222,305.50) 0.00

FINANCIAL SUMMARY

### CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)

PAGE: 2

% OF YEAR COMPLETED: 83.33

AS OF: JULY 31ST, 2023
10 -GENERAL FUND

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
10-599-1010 CURRENT ADVALOREM TAXES	4,018,000.00	111,570.39	3,987,349.91	30,650.09	99.24
10-599-1020 DELINQUENT ADVALOREM TAXES 10-599-1030 PENALTY & INTEREST REVENUE	20,000.00 ( 15,000.00	15.94) 1,931.41	14,096.75 12,418.90	5,903.25 2,581.10	70.48 82.79
10-599-1040 MUNICIPAL SALES TAX	702,000.00	52,825.34	556,508.43	145,491.57	79.27
10-599-1060 MIXED BEVERAGE TAX	28,000.00	2,597.64	24,543.29	3,456.71	87.65
TOTAL TAXES	4,783,000.00	168,908.84	4,594,917.28	188,082.72	96.07
FRANCHISE REVENUES					
10-599-2020 FRANCHISE FEES - ELECTRIC	335,000.00	0.00	231,249.02	103,750.98	69.03
10-599-2022 FRANCHISE FEES - GAS	45,000.00	0.00	45,587.12 (	587.12)	101.30
10-599-2024 FRANCHISE FEES - CABLE	66,000.00	0.00	53,300.78	12,699.22	80.76
10-599-2026 FRANCHISE FEES - PHONE	11,000.00	18.00	7,151.92	3,848.08	65.02
10-599-2028 FRANCHISE FEES - REFUSE TOTAL FRANCHISE REVENUES	36,000.00 493,000.00	9,204.56 9,222.56	36,013.22 (_ 373,302.06	13.22) 119,697.94	75.72
IOIAL FRANCHISE REVENUES	493,000.00	9,222.30	3/3,302.00	119,697.94	13.12
PERMITS & LICENSES					
10-599-3010 BUILDING PERMITS	350,000.00	23,844.63	233,358.31	116,641.69	66.67
10-599-3012 PLAN REVIEW FEES	23,000.00	1,260.00	21,978.82	1,021.18	95.56
10-599-3018 CERT OF OCCUPANCY PERMITS 10-599-3020 PLATTING FEES	4,000.00 3,000.00	300.00	3,300.00 2,400.00	700.00 600.00	82.50 80.00
10-599-3020 PLATTING FEES 10-599-3025 VARIANCE/RE-ZONE FEES	1,000.00	0.00	700.00	300.00	70.00
10-599-3040 CONTRACTORS' LICENSES	9,000.00	1,130.00	7,380.00	1,620.00	82.00
10-599-3045 INSPECTION FEES	14,000.00	1,350.00	13,105.00	895.00	93.61
10-599-3048 COMMERCIAL SIGN PERMITS	1,800.00	150.00	1,900.00 (	100.00)	105.56
10-599-3050 GARAGE SALE & OTHER PERMITS	2,000.00	50.00	1,140.00	860.00	57.00
10-599-3055 HEALTH INSPECTIONS	4,500.00	0.00	3,350.00	1,150.00	74.44
TOTAL PERMITS & LICENSES	412,300.00	28,084.63	288,612.13	123,687.87	70.00
COURT FEES					
10-599-4010 MUNICIPAL COURT FINES	135,000.00	9,744.72	88,068.12	46,931.88	65.24
10-599-4021 ARREST FEES	4,500.00	395.28	2,996.17	1,503.83	66.58
10-599-4028 STATE COURT COST ALLOCATION	6,500.00	0.00	0.00	6,500.00	0.00
10-599-4030 WARRANT FEES 10-599-4036 JUDICIAL FEE - CITY	16,000.00 300.00	804.00 5.17	9,623.00 56.23	6,377.00 243.77	60.14 18.74
TOTAL COURT FEES	162,300.00	10,949.17	100,743.52	61,556.48	62.07
DOLLOS / SIDE DEVENUES					
POLICE/FIRE REVENUES 10-599-6010 POLICE REPORT REVENUE	200.00	30.20	98.90	101.10	49.45
10-599-6030 POLICE DEPT. REVENUE	1,000.00	6.00	6.00	994.00	0.60
10-599-6040 TOWING CONTRACT	6,000.00	700.00	6,050.00 (	50.00)	100.83
10-599-6060 EMS FEES	165,000.00	34,037.60	180,176.90 (	15,176.90)	109.20
TOTAL POLICE/FIRE REVENUES	172,200.00	34,773.80	186,331.80 (	14,131.80)	108.21
4					

10 -GENERAL FUND FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

PAGE: 3

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISC./GRANTS/INTEREST					
10-599-7000 INTEREST INCOME	88,858.00	17,432.91	145,502.43 (	56,644.43)	163.75
10-599-7021 GRANTS	57,360.00	0.00	57,359.58	0.42	100.00
10-599-7025 US DOJ VEST GRANT	3,000.00	1,475.76	2,213.64	786.36	73.79
10-599-7027 OPIOID ABATEMENT	0.00	0.00	997.80 (	997.80)	0.00
10-599-7030 FORESTRY SERVICE GRANT	24,663.00	0.00	19,663.20	4,999.80	79.73
10-599-7037 STRAC	6,449.00	0.00	6,449.22 (	0.22)	
10-599-7040 PUBLIC RECORDS REVENUE	500.00	1.40	161.60	338.40	32.32
10-599-7050 ADMINISTRATIVE INCOME	10,500.00	2,000.00	6 <b>,</b> 555.97	3,944.03	62.44
10-599-7055 BEXAR COUNTY ELECTION	500.00	51.03	1,267.49 (	767.49)	
10-599-7060 CC SERVICE FEES	8,000.00	913.94	6,528.01	1,471.99	81.60
10-599-7070 RECYCLING REVENUE	4,000.00	0.00	0.00	4,000.00	0.00
10-599-7072 PAVILION & CH GROUNDS RENT	6,000.00	0.00	5,281.48	718.52	88.02
10-599-7075 SITE LEASE/LICENSE FEES	28,600.00	2,722.76	26,733.61	1,866.39	93.47
10-599-7084 DONATIONS- FIRE DEPARTMENT	3,000.00	0.00	3,000.00	0.00	100.00
10-599-7086 DONATIONS- ADMINISTRATION	2,500.00	8,000.00	10,310.00 (	7,810.00)	
10-599-7090 SALE OF CITY ASSETS	27,500.00	95.00	8,129.00	19,371.00	29.56
10-599-7097 INSURANCE PROCEEDS	0.00	0.00	443.97 (	443.97)	
TOTAL MISC./GRANTS/INTEREST	271,430.00	32,692.80	300,597.00 (	29,167.00)	110.75
TRANSFERS IN					
10-599-8020 TRF IN -WATER FUND	22,050.00	0.00	0.00	22,050.00	0.00
10-599-8050 TRF IN -COURT RESTRICTED	8,500.00	0.00	0.00	8,500.00	0.00
10-599-8058 TRF IN - ARPA FUND INTEREST		1,821.75	<u> 18,530.35</u>	3,469.65	84.23
TOTAL TRANSFERS IN	52,550.00	1,821.75	18,530.35	34,019.65	35.26
TOTAL NON-DEPARTMENTAL	6,346,780.00	286,453.55	5,863,034.14	483,745.86	92.38
TOTAL REVENUES	6,346,780.00	286,453.55	5,863,034.14	483,745.86	92.38
		=========	=======================================		======

TOTAL CAPITAL OUTLAY

TOTAL CITY COUNCIL

INTERFUND TRANSFERS

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

PAGE: 4

597.64 97.69

% OF YEAR COMPLETED: 83.33

10 -GENERAL FUND
CITY COUNCIL

YEAR TO DATE CURRENT CURRENT BUDGET % OF EXPENDITURES BUDGET PERIOD ACTUAL BALANCE BUDGET SUPPLIES 200.00 0.00 147.52 107.95 52.48 73.76 10-600-2020 GENERAL OFFICE SUPPLIES 16.61 542.05 10-600-2035 COUNCIL/EMPLOYEE APPREC. 650.00 24,000.00 ( 64.68) 24,395.76 ( 395.76) 101.65 10-600-2037 CITY SPONSORED EVENTS \_\_\_\_\_236.88 720.00 71.37 10-600-2040 MEETING SUPPLIES 483.12 32.90 25,570.00 6.69 24,888.11 681.89 TOTAL SUPPLIES <u>SERVIC</u>ES 
 29,220.00
 0.00
 26,687.93
 2,532.07
 91.33

 1,768.00
 0.00
 1,833.00 (
 65.00)
 103.68

 3,800.00
 2,040.00
 2,040.00
 1,760.00
 53.68
 10-600-3018 CITY WIDE CLEAN UP 10-600-3020 ASSOCIATION DUES & PUBS 10-600-3030 TRAINING/EDUCATION 1,350.00 \_\_ 0.00 668.54 681.46 49.52 10-600-3040 TRAVEL/LODGING/MEALS 2,040.00 31,229.47 36,138.00 4,908.53 86.42 TOTAL SERVICES CONTRACTUAL 4,250.00 0.00 0.00 10-600-4088 ELECTION SERVICES 4,250.00 0.00 4,250.00 0.00 4,250.00 0.00 0.00 TOTAL CONTRACTUAL CAPITAL OUTLAY 0.00 1,000.00 1,402.62 ( 10-600-8005 NON CAPITAL - OFFICE FURNIT 402.62) 140.26 0.00 1,000.00 0.00 10-600-8015 NON-CAPITAL-COMPUTER EQUIPM 1,000.00 0.00 10-600-8080 CAPITAL - IMPROVEMENT PROJE\_ 23,888.00 0.00 0.26 100.00

25,888.00

0.00

25,290.36

91,846.00 2,046.69 81,407.94 10,438.06 88.64

ADMINISTRATION

### CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

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% OF YEAR COMPLETED: 83.33

AS OF: JULY 31ST, 2023

10 -GENERAL FUND

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-601-1010 SALARIES	584,942.00	46,130.41	461,640.65	123,301.35	78.92
10-601-1010 SABARTES 10-601-1015 OVERTIME	500.00	0.00	0.00	500.00	0.00
10-601-1020 MEDICARE		666.88	6,641.70	1,788.30	78.79
10-601-1025 TWC (SUI)	8,430.00 1,350.00	0.00	63.00	1,287.00	4.67
10-601-1030 HEALTH INSURANCE	40,500.00	3,375.00	33,750.00	6,750.00	83.33
10-601-1031 HSA	133.00	14.80	122.10	10.90	91.80
10-601-1033 DENTAL INSURANCE	2,733.00	223.16	2,231.60	501.40	81.65
10-601-1035 VISION CARE INSURANCE	444.00	35.92	359.20	84.80	80.90
10-601-1036 LIFE INSURANCE	842.00	70.20	702.00	140.00	83.37
10-601-1037 WORKERS' COMP INSURANCE	1,240.00	0.00	897.13	342.87	72.35
10-601-1040 TMRS RETIREMENT 10-601-1070 SPECIAL ALLOWANCES	84,698.00 7,875.00	6,809.48 605.80	67,644.99 6,326.28	17,053.01 1,548.72	79.87 80.33
TOTAL PERSONNEL	733,687.00	57,931.65	580,378.65	153,308.35	79.10
TOTAL FERSONNEL	133,001.00	37,931.03	300,370.03	133,300.33	79.10
SUPPLIES					
10-601-2020 GENERAL OFFICE SUPPLIES	7,000.00	210.53	4,421.26	2,578.74	63.16
10-601-2025 BENEFITS CITYWIDE	1,200.00	0.00	600.00	600.00	50.00
10-601-2030 POSTAGE/METER RENTAL	14,754.00	1,515.65	12,307.60	2,446.40	83.42
10-601-2035 EMPLOYEE APPRECIATION	1,500.00	0.00	1,167.85	332.15	77.86
10-601-2050 PRINTING & COPYING	1,000.00	223.23	349.23	650.77	34.92
10-601-2060 MED EXAMS/SCREENING/TESTING	200.00	0.00	146.29	53.71	73.15
10-601-2070 JANITORIAL SUPPLIES _	2,000.00	0.00 1,949.41	4,691.83		
TOTAL SUPPLIES	27,654.00	1,949.41	23,684.06	3,969.94	85.64
SERVICES					
10-601-3010 ADVERTISING EXPENSE	11,000.00	726.25	3,021.75	7,978.25	27.47
10-601-3012 PROF. SERVICES-ENGINEERS	2,500.00	0.00	21.25	2,478.75	0.85
10-601-3013 PROFESSIONAL SERVICES	5,460.00	80.00	2,300.00	3,160.00	42.12
10-601-3015 PROF. SERVICES-LEGAL	43,000.00	3,243.53	33,478.13	9,521.87	77.86
10-601-3016 CODIFICATION EXPENSE	5,000.00	2,340.00	7,050.15 (		
10-601-3020 ASSOCIATION DUES & PUBL.	1,724.00	300.00	2,926.32 (		169.74
10-601-3030 TRAINING/EDUCATION	4,500.00	0.00	2,897.53	1,602.47	64.39
10-601-3040 TRAVEL/MILEAGE/LODGING/PERD	4,000.00	0.00	1,785.67	2,214.33	44.64
10-601-3050 LIABILITY INSURANCE	15,500.00	0.00	13,912.25	1,587.75	89.76
10-601-3070 PROPERTY INSURANCE 10-601-3075 BANK/CREDIT CARD FEES	2,000.00 8,000.00	0.00 1,374.02	1,795.13 7,527.68	204.87 472.32	89.76 94.10
10-601-3073 BANK/CREDIT CARD FEES	2,000.00	0.00	1,000.00	1,000.00	50.00
10-601-3085 WEBSITE TECHNOLOGY	2,500.00	0.00	2,500.00	0.00	100.00
10-601-3087 CITIZENS COMMUNICATION/EDUC	9,500.00	594.51	8,691.12	808.88	91.49
TOTAL SERVICES	116,684.00	8,658.31	88,906.98	27,777.02	76.19
	,	•	,	,	
CONTRACTUAL					
10-601-4050 DOCUMENT STORAGE/ARCHIVES	4,100.00	260.00	3,455.00	645.00	84.27
10-601-4060 IT SERVICES	55,500.00	4,027.40	51,791.14	3,708.86	93.32
10-601-4075 COMPUTER SOFTWARE/INCODE	10,759.00	0.00	10,986.09 (		
10-601-4083 AUDIT SERVICES	16,000.00	0.00	14,250.00	1,750.00	89.06
10-601-4084 BEXAR COUNTY APPRAISAL DIST	20,291.00	0.00	15,522.00	4,769.00	76.50

TOTAL ADMINISTRATION

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

1,104,793.00 79,498.39 845,750.04 259,042.96 76.55

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% OF YEAR COMPLETED: 83.33

10 -GENERAL FUND
ADMINISTRATION

EXPENDITURES	CURRENT	CURRENT	YEAR TO DATE	BUDGET	% OF
	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
10-601-4085 BEXAR COUNTY TAX ASSESSOR	3,700.00	134.19	3,772.44 (	72.44)	101.96
TOTAL CONTRACTUAL	110,350.00	4,421.59		10,573.33	90.42
MAINTENANCE  10-601-5005 EQUIPMENT LEASES  10-601-5010 EQUIPMENT MAINT & REPAIR  10-601-5015 ELECTRONIC EQPT MAINT  10-601-5030 BUILDING MAINTENANCE  TOTAL MAINTENANCE	2,920.00	305.10	2,235.15	684.85	76.55
	300.00	0.00	0.00	300.00	0.00
	300.00	0.00	0.00	300.00	0.00
	35,650.00	3,635.69	22,742.95	12,907.05	63.80
	39,170.00	3,940.79	24,978.10	14,191.90	63.77
<u>UTILITIES</u> 10-601-7042 UTILITIES - PHONE/CELL/VOIP_ TOTAL UTILITIES	16,650.00 16,650.00	2,595.65 2,595.65	16,107.43 16,107.43	542.57 542.57	96.74 96.74
CAPITAL OUTLAY  10-601-8015 NON-CAPITAL-COMPUTER  10-601-8026 NON-CAPITAL - FURNITURE  10-601-8080 CAPITAL - IMPROVEMENTS  TOTAL CAPITAL OUTLAY	600.00 750.00 10,000.00 11,350.00	0.99 0.00 0.00 0.99	638.99 ( 0.00 11,279.16 ( 11,918.15 (	38.99) 750.00 1,279.16) 568.15)	0.00
INTERFUND TRANSFERS 10-601-9010 TRANSFERS/CAP. REPLACE. 10-601-9030 TRANSFER TO DEBT SERVICE FU_ TOTAL INTERFUND TRANSFERS	20,308.00 28,940.00 49,248.00	0.00 0.00 0.00	0.00 0.00 0.00	20,308.00 28,940.00 49,248.00	0.00 0.00 0.00

% OF YEAR COMPLETED: 83.33

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10 -GENERAL FUND COURT

TOTAL COURT

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-602-1010 SALARIES	59,256.00	4,558.41	47,712.05	11,543.95	80.52
10-602-1020 MEDICARE	877.00	67.44	705.93	171.07	80.49
10-602-1025 TWC (SUI)	225.00	0.00	9.00	216.00	4.00
10-602-1036 LIFE INSURANCE	140.00	11.70	117.00	23.00	83.57
10-602-1037 WORKERS' COMP INSURANCE	129.00	0.00	93.87	35.13	72.77
10-602-1040 TMRS RETIREMENT 10-602-1070 SPECIAL ALLOWANCES	8,808.00 1,200.00	677.60 92.30	7,036.21 969.15	1,771.79 230.85	79.88 80.76
TOTAL PERSONNEL	70,635.00	5,407.45		13,991.79	80.76
TOTAL PERSONNEL	70,633.00	5,407.45	56,643.21	13,991.79	80.19
SUPPLIES					
10-602-2020 OFFICE SUPPLIES	500.00	0.00	489.85	10.15	97.97
10-602-2050 PRINTING & COPYING	750.00	0.00	165.98	584.02	22.13
TOTAL SUPPLIES	1,250.00	0.00	655.83	594.17	52.47
SERVICES					
10-602-3015 JUDGE/PROSECUTOR	15,600.00	1,300.00	13,000.00	2,600.00	83.33
10-602-3020 ASSOCIATION DUES & PUBS	150.00	0.00	75.00	75.00	50.00
10-602-3030 TRAINING/EDUCATION	1,500.00	150.00	950.00	550.00	63.33
10-602-3040 TRAVEL/MILEAGE/LODGING	2,000.00	0.00	564.60	1,435.40	28.23
10-602-3050 LIABILITY INSURANCE	135.00	0.00	121.17	13.83	89.76
10-602-3070 PROPERTY INSURANCE	78.00	0.00	70.01	7.99	89.76
10-602-3075 BANK/CREDIT CARD FEES	1,800.00	171.93	1,599.52	200.48	88.86
TOTAL SERVICES	21,263.00	1,621.93	16,380.30	4,882.70	77.04
CONTRACTUAL					
10-602-4075 COMPUTER SOFTWARE/INCODE	5,202.00	0.00	5,098.19	103.81	98.00
TOTAL CONTRACTUAL	5,202.00	0.00	5,098.19	103.81	98.00
UTILITIES					
10-602-7042 UTILITIES - PHONE/CELL/VOIP_		393.78	2,634.81 (	234.81)	
TOTAL UTILITIES	2,400.00	393.78	2,634.81 (	234.81)	109.78
CAPITAL OUTLAY					

100,750.00 7,423.16 81,412.34 19,337.66 80.81

#### CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)

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AS OF: JULY 31ST, 2023

10 -GENERAL FUND
PUBLIC WORKS

PUBLIC WORKS			% OF YEAR COMPLETED: 83.33			
EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET	
PERSONNEL						
PERSONNEL 10-603-1010 SALARIES 10-603-1015 OVERTIME 10-603-1020 MEDICARE 10-603-1025 TWC (SUI) 10-603-1030 HEALTH INSURANCE 10-603-1031 HSA	238,491.00	15,357.43	191,387.28	47,103.72	80.25	
10-603-1015 OVERTIME	9,500.00	425.18	5,294.42	4,205.58	55.73	
10-603-1020 MEDICARE	3,993.00	229.74	2,843.52	1,149.48	71.21	
10-603-1025 TWC (SUI)	900.00	0.00	42.78	857.22	4.75	
10-603-1030 HEALTH INSURANCE	178.00	12.95	25,650.00	6,750.00	79.17 78.99	
10-603-1031 HSA 10-603-1033 DENTAL INSURANCE	1,535.00	104.33	140.60 1,192.52	37.40 342.48	78.99	
10-603-1035 DENTAL INSURANCE	325.00	22.24	251.68	73.32	77.44	
10-603-1036 LIFE INSURANCE	562.00	40.95	444.60	117.40		
10-603-1036 LIFE INSURANCE 10-603-1037 WORKERS' COMP INSURANCE	5,317.00	0.00	3 864 68		72.69	
10-603-1040 TMRS RETIREMENT	40,124.00	2,335.30	28,521.07	11,602.93	71.08	
10-603-1070 SPECIAL ALLOWANCES _	7,650.00	242.32	28,521.07 5,573.25 265,206.40	1,452.32 11,602.93 2,076.75	72.85	
TOTAL PERSONNEL	340,975.00	21,132.94	265,206.40	75,768.60	77.78	
<u>SUPPLIES</u>						
10-603-2020 OFFICE SUPPLIES	750.00 400.00	0.00			41.78	
10-603-2035 EMPLOYEE APPRECIATION	400.00	0.00	0.00	400.00	0.00	
10-603-2020 OFFICE SUPPLIES 10-603-2035 EMPLOYEE APPRECIATION 10-603-2050 PRINTING & COPYING 10-603-2060 MEDICAL EXAMS/SCREENINGS	175.00 200.00	0.00 180.00	210.00 ( 280.00 (	35.00) 80.00)	120.00	
10-603-2000 MEDICAL EXAMS/SCREENINGS	2 500.00	100.00	200.00 ( 341 36	2 158 64	13.65	
10-603-2080 UNIFORMS	2,200.00	0.00 17.60	582.50	2,158.64 1,617.50	26.48	
10-603-2090 SMALL TOOLS	3,500.00	0.00	2,319.85	1,180.15		
10-603-2091 SAFETY GEAR	1,500.00	149.06	<u> 2,809.51</u> (	<u>1,309.51</u> )	187.30	
10-603-2060 MEDICAL EXAMS/SCREENINGS 10-603-2070 JANITORIAL SUPPLIES 10-603-2080 UNIFORMS 10-603-2090 SMALL TOOLS 10-603-2091 SAFETY GEAR TOTAL SUPPLIES	11,225.00	346.66	6,856.60	4,368.40	61.08	
<u>SERVICES</u>						
10-603-3012 PROFESSIONAL - ENGINEERING 10-603-3013 PROFESSIONAL SERVICES 10-603-3014 PROF SERV - CH & MONUMENTS	4,000.00	0.00 1,315.62	0.00 18,621.79	4,000.00	0.00	
10-603-3013 PROFESSIONAL SERVICES	26,800.00		18,621.79	8,178.21	69.48	
10-603-3014 PROF SERV - CH & MONUMENTS	7,500.00	0.00	5,969.27	1,530.73		
10-603-3020 ASSOCIATION DUES & PUBS 10-603-3030 TRAINING/EDUCATION	300.00 600.00	0.00	150.00		50.00 188.00	
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD	250 00	0.00	21 70	228 30	8 68	
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD 10-603-3050 LIABILITY INSURANCE	4,900.00	0.00	4,398.07	501.93	89.76	
10-603-3060 UNIFORM SERVICE	2,000.00	403.49	2,846.98 (	846.98)	142.35	
10-603-3070 PROPERTY INSURANCE	2,000.00 2,700.00 49.050.00	0.00	2,846.98 ( 2,423.42 35,559.23	528.00) 228.30 501.93 846.98) 276.58 13,490.77	89.76	
TOTAL SERVICES	49,050.00	1,719.11	35,559.23	13,490.77	72.50	
<u>CONTRACTUAL</u>						
10-603-4075 COMPUTER SOFTWARE	1,000.00				<u>65.00</u>	
TOTAL CONTRACTUAL	1,000.00	0.00	650.00	350.00	65.00	
<u>MAINTENANCE</u>						
10-603-5005 EQUIPMENT LEASES	2,500.00	0.00	0.00	2,500.00	0.00	
10-603-5010 EQUIPMENT MAINT & REPAIR	12,000.00	0.00	11,366.11	633.89	94.72	
10-603-5020 VEHICLE MAINTENANCE	6,431.00	465.44	6,690.56 (	259.56)		
10-603-5030 BUILDING MAINTENANCE 10-603-5060 VEHICLE & EOPT FUELS	7,000.00 15,000.00	49.95 1,676.25	5,580.93 12,400.37	1,419.07 2,599.63	79.73 82.67	
TOTAL MAINTENANCE	42,931.00	2,191.64	36,037.97	6,893.03	83.94	
TOTAL TATINITHMINOD	12,001.00	2,151.04	30,037.37	0,000.00	00.91	

TOTAL PUBLIC WORKS

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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10 -GENERAL FUND
PUBLIC WORKS % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEPT MATERIALS-SERVICES					
10-603-6011 CHEMICALS	500.00	0.00	561.87 (	61.87)	112.37
10-603-6080 STREET MAINTENANCE	25,000.00	0.00	10,824.75	14,175.25	43.30
10-603-6081 SIGN MAINTENANCE	3,000.00	0.00	899.00	2,101.00	29.97
10-603-6083 DRAINAGE MAINT	300.00	0.00	0.00	300.00	0.00
10-603-6084 PAVILION/PLAY/PATH MAINT	2,000.00	0.00	1,184.73	815.27	59.24
10-603-6086 EAGLE SCOUT PROJECTS	750.00	0.00	0.00	750.00	0.00
TOTAL DEPT MATERIALS-SERVICES	31,550.00	0.00	13,470.35	18,079.65	42.70
UTILITIES					
10-603-7040 UTILITIES - ELECTRIC	39,500.00	4,339.92	33,713.33	5,786.67	85.35
10-603-7041 UTILITIES - GAS	500.00	31.81	269.54	230.46	53.91
10-603-7042 UTILITIES - PHONE	1,000.00	65.92	542.96	457.04	54.30
10-603-7044 UTILITIES - WATER	20,000.00	2,440.28	13,220.95	6,779.05	66.10
10-603-7045 STREET LIGHTS	28,000.00	2,486.99	22,433.46	5,566.54	80.12
10-603-7046 UTILITIES - SAWS	6,000.00	753.63	3,355.59	2,644.41	55.93
TOTAL UTILITIES	95,000.00	10,118.55	73,535.83	21,464.17	77.41
CAPITAL OUTLAY					
10-603-8015 NON-CAPITAL-COMPUTER	400.00	0.00	28.98	371.02	7.25
10-603-8020 NON-CAPITAL-MAINT EOPT	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL CAPITAL OUTLAY	1,400.00	0.00	28.98	1,371.02	2.07
INTERFUND TRANSFERS					
10-603-9010 TRF TO CAPITAL REPLACEMENT	56,858.00	0.00	0.00	56,858.00	0.00
TOTAL INTERFUND TRANSFERS	56,858.00	0.00	0.00	56,858.00	0.00

629,989.00 35,508.90 431,345.36 198,643.64 68.47

10 -GENERAL FUND
FIRE DEPARTMENT % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-604-1010 SALARIES	1,220,000.00	97,105.71	948,195.26	271,804.74	77.72
10-604-1015 OVERTIME	40,000.00	12,641.17	74,222.38 (	34,222.38)	185.56
10-604-1020 MEDICARE	17,760.00	1,579.62	14,689.52	3,070.48	82.71
10-604-1025 TWC (SUI) 10-604-1030 HEALTH INSURANCE	5,175.00	0.00	196.41	4,978.59	3.80 68.63
10-604-1030 HEALTH INSURANCE 10-604-1031 HSA	137,700.00 755.00	9,450.00 44.40	94,500.00 436.60	43,200.00 318.40	57.83
10-604-1031 HSA 10-604-1033 DENTAL INSURANCE	6,768.00	448.92	4,492.04	2,275.96	66.37
10-604-1035 VISION CARE INSURANCE	1,405.00	96.34	963.04	441.96	68.54
10-604-1036 LIFE INSURANCE	2,387.00	187.20	1,790.10	596.90	74.99
10-604-1037 WORKERS' COMP INSURANCE	40,235.00	0.00	29,141.50	11,093.50	72.43
10-604-1040 TMRS RETIREMENT	187,968.00	15,222.98	141,892.67	46,075.33	75.49
10-604-1070 SPECIAL ALLOWANCES	30,400.00	2,038.76	20,287.56	10,112.44	<u>66.74</u>
TOTAL PERSONNEL	1,690,553.00	138,815.10	1,330,807.08	359,745.92	78.72
<u>SUPPLIES</u>					
10-604-2020 OFFICE SUPPLIES	1,200.00	0.00	1,065.48	134.52	88.79
10-604-2035 EMPLOYEE APPRECIATION	765.00	0.00	94.09	670.91	12.30
10-604-2060 MEDICAL EXAMS/SCREENINGS	1,000.00	0.00	1,151.00 (	151.00)	115.10
10-604-2070 JANITORIAL SUPPLIES	3,000.00	89.94	3,099.10 (	99.10)	103.30
10-604-2080 UNIFORMS & ACCESSORIES TOTAL SUPPLIES	8,500.00 14,465.00	67.07 157.01	4,952.62 10,362.29	3,547.38 4,102.71	<u>58.27</u> 71.64
	·		·	,	
<u>SERVICES</u> 10-604-3017 PROFESSIONAL - MEDICAL DIRE	5,400.00	450.00	4,500.00	900.00	83.33
10-604-3017 PROFESSIONAL - MEDICAL DIRE 10-604-3020 ASSOCIATION DUES & PUBS	8,420.00	784.00	8,232.80	187.20	97.78
10-604-3030 TRAINING/EDUCATION	11,000.00	216.00	7,342.34	3,657.66	66.75
10-604-3040 TRAVEL/MILEAGE/LODGING/PERD	4,000.00	71.52	982.02	3,017.98	24.55
10-604-3050 LIABILITY INSURANCE	27,500.00	0.00	24,683.02	2,816.98	89.76
10-604-3070 PROPERTY INSURANCE	17,800.00	0.00	15 <b>,</b> 976.65	1,823.35	89.76
10-604-3080 SPECIAL SERVICES	13,000.00	2,555.81	16,519.44 (	3,519.44)	127.07
10-604-3090 COMMUNICATIONS SERVICES TOTAL SERVICES	6,108.00 93,228.00	755.90 4,833.23	5,967.80 84,204.07	140.20	97.70
TOTAL SERVICES	93,228.00	4,833.23	84,204.07	9,023.93	90.32
CONTRACTUAL					
10-604-4045 RADIO ACCESS FEES - COSA	5,800.00	468.00	4,734.00	1,066.00	81.62
10-604-4075 COMPUTER SOFTWARE/MAINTENAN		230.16	1,208.12 (_	1,208.12)	
TOTAL CONTRACTUAL	5,800.00	698.16	5,942.12 (	142.12)	102.45
<u>MAINTENANCE</u>					
10-604-5010 EQUIPMENT MAINT & REPAIR	5,000.00	102.20	3,989.85	1,010.15	79.80
10-604-5020 VEHICLE MAINTENANCE	41,600.00	1,180.00	39,273.73	2,326.27	94.41
10-604-5030 BUILDING MAINTENANCE	6,350.00	1,113.81	3,816.98	2,533.02	60.11
10-604-5060 VEHICLE & EQPT FUELS	15,000.00	896.40	10,093.05	4,906.95	67.29
TOTAL MAINTENANCE	67 <b>,</b> 950.00	3,292.41	57,173.61	10,776.39	84.14

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10 -GENERAL FUND
FIRE DEPARTMENT % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT	CURRENT	YEAR TO DATE	BUDGET	% OF
	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
DEPT MATERIALS-SERVICES					
10-604-6015 ELECTRONIC EQPT MAINT	27,940.00	495.17	4,991.19	1,508.81	76.79
10-604-6030 INVESTIGATIVE SUPPLIES/PROC		0.00	282.45	467.55	37.66
10-604-6040 EMS SUPPLIES		3,591.52	21,575.42	6,364.58	77.22
10-604-6045 FIRE FIGHTING EOPT SUPPLIES		210.00	3,659.96	6,340.04	36.60
10-604-6060 PPE MAINTENANCE	15,750.00	0.00	15,539.73	210.27	98.66
TOTAL DEPT MATERIALS-SERVICES	60,940.00	4,296.69	46,048.75	14,891.25	75.56
UTILITIES					
10-604-7044 UTILITIES - WATER TOTAL UTILITIES	2,000.00	169.37	1,822.73	177.27	91.14
	2,000.00	169.37	1,822.73	177.27	91.14
CAPITAL OUTLAY 10-604-8015 NON-CAPITAL-COMPUTER EQUIPM 10-604-8023 NON CAPITAL - FITNESS EQPT TOTAL CAPITAL OUTLAY	400.00 3,000.00 3,400.00	0.00 0.00 0.00	0.00 2,999.00 2,999.00	400.00 1.00 401.00	0.00 99.97 88.21
INTERFUND TRANSFERS  10-604-9000 GRANT EXPENDITURES  10-604-9010 TRF TO CAPITAL REPLACEMENT  TOTAL INTERFUND TRANSFERS	31,112.00	0.00	23,084.00	8,028.00	74.20
	220,075.00	0.00	0.00	220,075.00	0.00
	251,187.00	0.00	23,084.00	228,103.00	9.19
TOTAL FIRE DEPARTMENT	2,189,523.00	152,261.97	1,562,443.65	627,079.35	71.36

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10 -GENERAL FUND
POLICE DEPARTMENT % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-605-1010 SALARIES	1,355,493.00	94,004.64	976,798.54	378,694.46	72.06
10-605-1015 OVERTIME	32,500.00	0.00	32,576.54 (	76.54)	
10-605-1017 INCENTIVE AGREEMENTS	0.00	0.00	3,300.00 (		
10-605-1020 MEDICARE	20,747.00	1,379.30	14,875.11	5,871.89	71.70
10-605-1025 TWC (SUI) 10-605-1030 HEALTH INSURANCE	4,275.00 145,800.00	0.00 11,475.00	152.05 110,025.00	4,122.95 35,775.00	3.56 75.46
10-605-1030 HEALTH INSURANCE	755.00	51.80	488.40	266.60	64.69
10-605-1033 DENTAL INSURANCE	7,160.00	547.38	5,305.24	1,854.76	74.10
10-605-1035 VISION CARE INSURANCE	1,487.00	116.68	1,126.08	360.92	75.73
10-605-1036 LIFE INSURANCE	2,668.00	198.90	1,930.50	737.50	72.36
10-605-1037 WORKERS' COMP INSURANCE	38,102.00	0.00	25,003.47	13,098.53	65.62
10-605-1040 TMRS RETIREMENT	208,467.00	14,096.56	150,030.28	58,436.72	71.97
10-605-1070 SPECIAL ALLOWANCES	42,800.00	2,746.14	29,548.04	13,251.96	<u>69.04</u>
TOTAL PERSONNEL	1,860,254.00	124,616.40	1,351,159.25	509,094.75	72.63
SUPPLIES					
10-605-2020 OFFICE SUPPLIES	3,000.00	214.16	1,268.88	1,731.12	42.30
10-605-2035 EMPLOYEE APPRECIATION	855.00	0.00	117.86	737.14	13.78
10-605-2050 PRINTING & COPYING 10-605-2060 MEDICAL/SCREENING/TESTING/B	1,300.00 1,000.00	0.00	437.00 774.60	863.00 225.40	33.62 77.46
10-605-2000 MEDICAL/SCREENING/TESTING/B		251.72	339.35	160.65	67.87
10-605-2080 UNIFORMS & ACCESSORIES	25,000.00	1,804.02	15,677.25	9,322.75	62.71
TOTAL SUPPLIES	31,655.00	2,269.90	18,614.94	13,040.06	58.81
SERVICES					
10-605-3020 ASSOCIATION DUES & PUBS	3,180.00	0.00	1,125.00	2,055.00	35.38
10-605-3030 TRAINING/EDUCATION	3,000.00	32.00	1,453.78	1,546.22	48.46
10-605-3040 TRAVEL/MILEAGE/LODGING/PERD		0.00	2,347.65	2,652.35	46.95
10-605-3050 LIABILITY INSURANCE	23,600.00	0.00	21,182.53	2,417.47	89.76
10-605-3060 UNIFORM MAINTENANCE 10-605-3071 PROPERTY INSURANCE	6,000.00 11,300.00	48.08	2,653.28 10,142.48	3,346.72 1,157.52	44.22 89.76
10-605-3071 PROPERTY INSURANCE 10-605-3072 ANIMAL CONTROL SERVICES	12,500.00	1,000.00	10,142.48	2,221.02	82.23
10-605-3087 CITIZENS COMMUNICATION/ED	600.00	0.00	0.00	600.00	0.00
10-605-3090 COMMUNICATIONS SERVICES	9,400.00	682.06	6,527.72	2,872.28	69.44
TOTAL SERVICES	74,580.00	1,762.14	55,711.42	18,868.58	74.70
CONTRACTUAL					
10-605-4045 CONTRACT/RADIO FEES COSA	8,000.00	630.00	6,300.00	1,700.00	78.75
10-605-4075 COMPUTER SOFTWARE/INCODE	19,780.00	38.00	19,706.03	73.97	99.63
TOTAL CONTRACTUAL	27,780.00	668.00	26,006.03	1,773.97	93.61
MAINTENANCE					
10-605-5005 EQUIPMENT LEASES	2,000.00	157.65	1,503.41	496.59	75.17
10-605-5010 EQUIPMENT MAINT & REPAIR	2,000.00	0.00	1,069.12	930.88	53.46
10-605-5015 ELECTRONIC EQPT MAINT	2,350.00	53.89	432.49	1,917.51	18.40
10-605-5020 VEHICLE MAINTENANCE	33,000.00	825.46	24,900.99	8,099.01	75.46
10-605-5030 BUILDING MAINTENANCE	3,000.00	252.46	826.44	2,173.56	27.55

10 -GENERAL FUND
POLICE DEPARTMENT % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
10-605-5060 VEHICLE & EQPT FUELS TOTAL MAINTENANCE	46,000.00 88,350.00	4,778.55 6,068.01	37,675.55 66,408.00	8,324.45 21,942.00	81.90 75.16
DEPT MATERIALS-SERVICES  10-605-6030 INVESTIGATIVE SUPPLIES  10-605-6032 POLICE SAFETY SUPPLIES  10-605-6035 FIREARMS EQUIPMENT/SUPPLIES  TOTAL DEPT MATERIALS-SERVICES	5,000.00 3,000.00 8,800.00 16,800.00	0.00 479.56 3,873.88 4,353.44	884.49 852.77 5,849.23 7,586.49	4,115.51 2,147.23 2,950.77 9,213.51	17.69 28.43 66.47 45.16
<u>UTILITIES</u> 10-605-7042 UTILITES- PHONE TOTAL UTILITIES	5,100.00 5,100.00	341.33 341.33	3,413.90 3,413.90	1,686.10 1,686.10	66.94 66.94
CAPITAL OUTLAY 10-605-8015 NON-CAPITAL-COMPUTER EQUIP. TOTAL CAPITAL OUTLAY	400.00	0.00	129.00 129.00	<u>271.00</u> 271.00	32.25 32.25
INTERFUND TRANSFERS 10-605-9000 GRANT EXPENDITURES TOTAL INTERFUND TRANSFERS	32,360.00 32,360.00	0.00	32,359.58 32,359.58	0.42	100.00 100.00
TOTAL POLICE DEPARTMENT	2,137,279.00	140,079.22	1,561,388.61	575,890.39	73.05

DEVELOPMENT SERVICES

REVENUES OVER/(UNDER) EXPENDITURES

#### CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)

0.00 ( 136,702.78) 1,222,305.50 ( 1,222,305.50) 0.00

PAGE: 14

% OF YEAR COMPLETED: 83.33

AS OF: JULY 31ST, 2023

10 -GENERAL FUND

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SUPPLIES 10-607-2020 OFFICE SUPPLIES 10-607-2050 PRINTING & COPYING TOTAL SUPPLIES	125.00 300.00 425.00	0.00 78.00 78.00	184.70 276.00 460.70	24.00	147.76 92.00 108.40
SERVICES  10-607-3012 PROF -ENGINEERING REVIEW 10-607-3015 PROF -BLDG INSPECTION SERVI 10-607-3016 PROF -HEALTH INSPECTOR 10-607-3017 PROF -SANITARY INSPECTION S TOTAL SERVICES	2,000.00 80,000.00 2,800.00 4,000.00 88,800.00	0.00 5,580.00 180.00 500.00 6,260.00	0.00 67,055.00 2,040.00 4,050.00 73,145.00	2,000.00 12,945.00 760.00 (	0.00 83.82 72.86 101.25 82.37
CONTRACTUAL 10-607-4075 COMPUTER SOFTWARE/MAINTENAN. TOTAL CONTRACTUAL	3,375.00 3,375.00	0.00	3,375.00 3,375.00	0.00	100.00 100.00
TOTAL DEVELOPMENT SERVICES	92,600.00	6,338.00	76,980.70	15,619.30	83.13
TOTAL EXPENDITURES	6,346,780.00 ==================================	423,156.33	4,640,728.64 =======	1,706,051.36 =======	73.12

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CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

20 -WATER	
11111101111	COLLINIC

REVENUE SUMMARY NON-DEPARTMENTAL

TOTAL REVENUES

EXPENDITURE SUMMARY WATER DEPARTMENT DEBT SERVICE

TOTAL EXPENDITURES

REVENUES OVER/(UNDER) EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
1,313,564.	106,930.05	927,468.59	386,095.41	70.61
1,313,564.	•	927,468.59	386,095.41	70.61
1,100,392. 213,172.	•	850,973.40 151,416.40	249,418.60 61,755.60	77.33 
1,313,564.	73,085.33	1,002,389.80	311,174.20	76.31

0.00 33,844.72 ( 74,921.21) 74,921.21 0.00

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% OF YEAR COMPLETED: 83.33

PAGE: 16

20 -WATER FUND
FINANCIAL SUMMARY % OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
WATER SALES					
20-599-5015 WATER CONSUMPTION	664,440.00	68,442.92	532,831.09	131,608.91	80.19
20-599-5016 LATE CHARGES	8,000.00	761.85	10,392.81 (	,	129.91
20-599-5018 DEBT SERVICE	189,900.00	15,873.74	158,082.58	31,817.42	83.25
20-599-5019 WATER SERVICE FEE	64,000.00	5,635.62	55,044.12	8,955.88	86.01
20-599-5036 EAA PASS THRU CHARGE	85 <b>,</b> 700.00	9,251.50	70,530.50	15,169.50	82.30
20-599-5045 METER UPGRADE FEE	0.00	0.00	605.00 (	605.00)	
TOTAL WATER SALES	1,012,040.00	99,965.63	827,486.10	184,553.90	81.76
MISC./GRANTS/INTEREST					
20-599-7000 INTEREST INCOME	1,100.00	4,175.82	38,749.16 (	37,649.16)	3,522.65
20-599-7011 OTHER INCOME	0.00	33.90	189.00 (	189.00)	0.00
20-599-7012 LEASE OF WATER RIGHTS	23,000.00	0.00	11,750.00	11,250.00	51.09
20-599-7024 BEXAR COUNTY ILA - ARPA	225,000.00	0.00	0.00	225,000.00	0.00
20-599-7060 CC SERVICE FEES	6,000.00	727.75	6,599.08 (	599.08)	
20-599-7075 SITE/TOWER LEASE REVENUE	24,424.00	2,026.95	20,269.50	4,154.50	82.99
20-599-7090 SALE OF FIXED ASSETS	5,000.00	0.00	<u>5,425.75</u> (	425.75)	
TOTAL MISC./GRANTS/INTEREST	284,524.00	6,964.42	82,982.49	201,541.51	29.17
TRANSFERS IN					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	17,000.00	0.00	17,000.00	0.00	100.00
TOTAL TRANSFERS IN	17,000.00	0.00	17,000.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	1,313,564.00	106,930.05	927,468.59	386,095.41	70.61
TOTAL REVENUES	1,313,564.00	106,930.05	927,468.59	386,095.41	70.61
			<b>_</b>		<b>_</b>

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EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL	000 000 00	16 100 05	100 000 50	45 500 40	00.00
20-606-1010 SALARIES	238,000.00	16,192.97	192,299.52	45,700.48	80.80
20-606-1015 OVERTIME	15,000.00	1,803.88 265.97	11,019.23 2,998.42	3,980.77	73.46
20-606-1020 MEDICARE 20-606-1025 TWC (SUI)	3,673.00 900.00	263.97	2,998.42 36.00	674.58 864.00	81.63
20-606-1025 TWC (S01) 20-606-1030 HEALTH INSURANCE	32,400.00	2,362.50	26,325.00	6,075.00	81.25
20-606-1031 HSA	133.00	9.25	107.30	25.70	80.68
20-606-1033 DENTAL INSURANCE	1,480.00	104.33	1,220.96	259.04	82.50
20-606-1035 VISION CARE INSURANCE	330.00	23.60	271.44	58.56	82.25
20-606-1036 LIFE INSURANCE	562.00	40.95	456.30	105.70	81.19
20-606-1037 WORKERS' COMP INSURANCE	5,830.00	0.00	4,194.79	1,635.21	71.95
20-606-1040 TMRS RETIREMENT	36,299.00	2,707.43	30,707.15	5,591.85	84.60
20-606-1070 SPECIAL ALLOWANCES	13,000.00	588.48	9,069.48	3,930.52	69.77
TOTAL PERSONNEL	347,607.00	24,099.36	278,705.59	68,901.41	80.18
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,200.00	0.00	220.37	979.63	18.36
20-606-2030 POSTAGE	3,895.00	321.60	3 <b>,</b> 414.66	480.34	87.67
20-606-2035 EMPLOYEE APPRECIATION	370.00	0.00	82.60	287.40	22.32
20-606-2050 PRINTING & COPYING	600.00	0.00	898.78 (	298.78)	149.80
20-606-2060 MED EXAMS/SCREENING/TESTING	100.00	0.00	0.00	100.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	8,500.00	1,397.67	9,275.98 (	775.98)	109.13
20-606-2080 UNIFORMS	1,600.00	0.00	628.37	971.63	39.27
20-606-2090 SMALL TOOLS 20-606-2091 SAFETY SUPPLIES/EOUIPMENT	3,000.00 1,400.00	0.00	3,724.61 ( 331.20	724.61) 1.068.80	124.15 23.66
TOTAL SUPPLIES	20,765.00	1,719.27	18,576.57	2,188.43	89.46
SERVICES					
20-606-3012 ENGINEERING SERVICES	10,000.00	0.00	1,080.00	8,920.00	10.80
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,115.00	0.00	1,922.75	192.25	90.91
20-606-3030 TRAINING/EDUCATION	3,750.00	0.00	( 55.00)	3,805.00	1.47-
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	0.00	404.79	595.21	40.48
20-606-3050 INSURANCE - LIABILITY	5,100.00	0.00	4,577.58	522.42	89.76
20-606-3060 UNIFORM SERVICES	3,000.00	213.46	2,464.38	535.62	82.15
20-606-3070 INSURANCE - PROPERTY	2,600.00	0.00	2,333.67	266.33	89.76
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	2,300.00	48.45	503.50	1,796.50	21.89
20-606-3082 WATER ANALYSIS FEES	7,000.00	706.05	4,961.38	2,038.62	70.88
20-606-3090 COMMUNICATIONS SERVICES	0.00	65.92	543.03 (	543.03)	
TOTAL SERVICES	38,965.00	1,033.88	18,736.08	20,228.92	48.08

20 -WATER FUND WATER DEPARTMENT

% OF YEAR COMPLETED:	83.33
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EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL	12,130.00	652.94	9,904.44	2,225.56	81.65
20-606-4075 COMPUTER SOFTWARE/INCODE 20-606-4085 EAA -WATER MANAGEMENT FEES 20-606-4099 WATER RIGHTS/LEASE PAYMENTS_	84,084.00 8,440.00	6,306.52 0.00	66,682.88 8,439.93	17,401.12	79.31 
TOTAL CONTRACTUAL	104,654.00	6,959.46	85,027.25	19,626.75	81.25
MAINTENANCE					
20-606-5005 EQUIPMENT LEASES 20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00 7,000.00	0.00	1,666.08 6,250.00	3,333.92 750.00	33.32 89.29
20-606-5015 ELECTRONIC EQPT MAINTENANCE 20-606-5020 VEHICLE MAINTENANCE 20-606-5030 BUILDING MAINTENANCE	500.00 3,000.00 2,500.00	0.00 70.08 128.00	0.00 559.41 159.88	500.00 2,440.59 2,340.12	0.00 18.65 6.40
20-606-5060 VEHICLE & EQPT FUELS	6,500.00	1,039.31	8,410.06 (	1,910.06)	129.39
TOTAL MAINTENANCE	24,500.00	1,237.39	17,045.43	7,454.57	69.57
DEPT MATERIALS-SERVICES					
20-606-6011 CHEMICALS	9,000.00	2,298.21	5,569.14	3,430.86	61.88
20-606-6050 WATER METERS & BOXES	2,000.00	0.00	2,216.37 (	216.37)	
20-606-6055 FIRE HYDRANTS & VALVES 20-606-6060 HUEBNER STORAGE TANK	10,000.00 5,000.00	0.00	10,313.05 ( 2,268.83	313.05) 2,731.17	103.13 45.38
20-606-6061 WELL SITE #1	8,750.00	0.00	2,200.03	8,499.06	2.87
20-606-6062 WELL SITE #2-EAA MONITORED	500.00	0.00	0.00	500.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	1,000.00	0.00	0.00	1,000.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	0.00	3,676.64 (	2,676.64)	367.66
20-606-6066 WELL SITE #6-MUNI TRACT	8,500.00	0.00	687.84	7,812.16	8.09
20-606-6067 WELL SITE #7	4,000.00	0.00	990.64	3,009.36	24.77
20-606-6068 WELL SITE #8 20-606-6069 WELL SITE #9-TRINITY	4,000.00 500.00	0.00	1,756.37 0.00	2,243.63 500.00	43.91
20-606-6070 SCADA SYSTEM MAINTENANCE	5,000.00	0.00	3,556.60	1,443.40	71.13
20-606-6071 SHAVANO DRIVE PUMP STATION	2,000.00	0.00	0.00	2,000.00	0.00
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	0.00	28,517.78	1,482.22	95.06
20-606-6080 STREET MAINT SUPPLIES	4,000.00	0.00	3,744.65	255.35	93.62
TOTAL DEPT MATERIALS-SERVICES	95,250.00	2,298.21	63,548.85	31,701.15	66.72
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	74,700.00	12,375.68	59,489.95	15,210.05	79.64
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	0.00	1,350.00	0.00
20-606-7044 UTILITIES - WATER TOTAL UTILITIES	400.00 76,450.00	54.95 12,430.63	420.77 (_ 59,910.72	16,539.28	105.19 78.37
CADIMAI OUMIAV					
<u>CAPITAL OUTLAY</u> 20-606-8015 NON-CAPITAL - COMPUTERS	700.00	0.00	94.99	605.01	13.57
20-606-8020 NON-CAPITAL - COMPUTERS  20-606-8020 NON-CAPITAL MAINTENANCE EOU	7,320.00	0.00	4,190.66	3,129.34	57.25
20-606-8080 WATER SYSTEM IMPROVEMENTS	262,647.00	23,307.13	276,274.26 (	13,627.26)	
20-606-8087 WATER METER REPLACEMENT	3,000.00	0.00	1,020.00	1,980.00	34.00
20-606-8093 CAPITAL - SHAV DR PUMP STA _	30,000.00	0.00	27,843.00	2,157.00	92.81
TOTAL CAPITAL OUTLAY	303,667.00	23,307.13	309,422.91 (	5,755.91)	101.90

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CITY OF SHAVANO PARK PAGE: 19
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

20 -WATER FUND WATER DEPARTMENT

% OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
INTERFUND TRANSFERS					
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	66,484.00	0.00	0.00	66,484.00	0.00
TOTAL INTERFUND TRANSFERS	88,534.00	0.00	0.00	88,534.00	0.00
TOTAL WATER DEPARTMENT	1,100,392.00	73,085.33	850,973.40	249,418.60	77.33

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% OF YEAR COMPLETED: 83.33

REVENUE & EXPENSE REPORT (UNAUDITED)

20	-₩	ATER	FUND
DEB	Т	SERV:	ICE

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
20-607-8030 BOND AGENT FEES 20-607-8056 2018 GO REFUNDING (2009) F	62,200.00 400.00	0.00 0.00 0.00 0.00 0.00 0.00	70,000.00 31,450.00 200.00 47,265.00 2,501.40 0.00 151,416.40	0.00 30,750.00 200.00 0.00 1,865.60 28,940.00 61,755.60	100.00 50.56 50.00 100.00 57.28 0.00 71.03
TOTAL DEBT SERVICE	213,172.00	0.00	151,416.40	61,755.60	71.03
TOTAL EXPENDITURES  REVENUES OVER/(UNDER) EXPENDITURES	1,313,564.00 ===================================	73,085.33 ===================================	1,002,389.80 ====================================	311,174.20 	76.31 ====== 0.00 ======

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CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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0.00 9,896.02 28,737.60 ( 28,737.60) 0.00

% OF YEAR COMPLETED: 83.33

30 -DEBT SERVICE FUND FINANCIAL SUMMARY

REVENUES OVER/(UNDER) EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	959,103.00	9,896.02	732,166.07	226,936.93	76.34
TOTAL REVENUES	959,103.00 =====	9,896.02	732,166.07	226,936.93	76.34 =====
EXPENDITURE SUMMARY					
DEBT SERVICE	959,103.00	0.00	703,428.47	255,674.53	73.34
TOTAL EXPENDITURES	959,103.00 ======	0.00	703,428.47	255,674.53	73.34

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CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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959,103.00 9,896.02 732,166.07 226,936.93 76.34 -----

% OF YEAR COMPLETED: 83.33

30 -DEBT SERVICE FUND FINANCIAL SUMMARY

TOTAL REVENUES

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
30-599-1010 CURRENT ADVALOREM TAXES 30-599-1020 DELINQUENT ADVALOREM TAXES 30-599-1030 PENALTY & INTEREST TOTAL TAXES	245,067.00 0.00 0.00 245,067.00	9,196.36 0.71) 159.19 9,354.84	328,663.61 ( 664.57 ( 946.75 ( 330,274.93 (	83,596.61) 664.57) 946.75) 85,207.93)	0.00
TRANSFERS IN					
30-599-8010 INTEREST INCOME 30-599-8012 TRANSFER FROM GENERAL FUND 30-599-8030 FUND BALANCE - TRANSFER IN 30-599-8048 TRANSFER IN - STREET MAINT	0.00 28,940.00 51,804.00 633,292.00	541.18 0.00 0.00 0.00	5,453.14 ( 0.00 0.00 396,438.00	5,453.14) 28,940.00 51,804.00 236,854.00	0.00 0.00 0.00 62.60
TOTAL TRANSFERS IN	714,036.00	541.18	401,891.14	312,144.86	56.28
TOTAL NON-DEPARTMENTAL	959,103.00	9,896.02	732,166.07	226,936.93	76.34

CITY OF SHAVANO PARK PAGE: 23
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

30 -DEBT SERVICE FUND DEBT SERVICE

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET	
CAPITAL OUTLAY  30-607-8054 BOND AGENT FEES  30-607-8056 2018 GO REFUNDING (2009) PR  30-607-8057 2018 GO REFUNDING (2009) IN  30-607-8058 2022 GO BOND - PRINCIPAL  30-607-8059 2022 GO BONDS - INTEREST  30-607-8060 SIB LOAN - PRINCIPAL  TOTAL CAPITAL OUTLAY	500.00 178,763.00 21,746.00 265,000.00 464,154.00 28,940.00 959,103.00	0.00 0.00 0.00 0.00 0.00 0.00	18.87 182,735.00 ( 9,670.85 265,000.00 246,003.75 0.00 703,428.47	481.13 3,972.00) 12,075.15 0.00 218,150.25 28,940.00 255,674.53	44.47	
TOTAL DEBT SERVICE	959,103.00	0.00	703,428.47	255,674.53	73.34	
TOTAL EXPENDITURES	959,103.00	0.00	703,428.47	255,674.53	73.34	
REVENUES OVER/(UNDER) EXPENDITURES ==	0.00	9,896.02	28,737.60 (	28,737.60)	0.00	

CITY OF SHAVANO PARK PAGE: 24
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

40 -CRIME CONTROL DISTRICT

	CURRENT BUDGET	CURRENT PERIOD			% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	175,500.00	14,432.89	150,276.45	25,223.55	85.63
TOTAL REVENUES	175,500.00 =================================	14,432.89	150,276.45	25,223.55	85.63 =====
EXPENDITURE SUMMARY					
FIRE DEPARTMENT POLICE DEPARTMENT	1,200.00 172,890.00	0.00 28,821.92	0.00 165,625.39	1,200.00 7,264.61	0.00 95.80
TOTAL EXPENDITURES	174,090.00	28,821.92	165,625.39	8,464.61	95.14
REVENUES OVER/(UNDER) EXPENDITURES	1,410.00 (	14,389.03)(	15,348.94)	16,758.94	1,088.58-

TOTAL REVENUES

175,500.00 14,432.89 150,276.45 25,223.55 85.63

% OF YEAR COMPLETED: 83.33

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023 PAGE: 25

40 -CRIME	CONTROL	DISTRICT
FINANCIAL	SUMMARY	

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
<u>TAXES</u> 40-599-1050 SALES - CRIME CONTROL DIST <u></u> TOTAL TAXES	175,500.00 175,500.00	13,247.71 13,247.71	<u>138,831.97</u> 138,831.97	36,668.03 36,668.03	79.11 79.11
MISC./GRANTS/INTEREST 40-599-7085 POLICE DEPT - DONATIONS <u>-</u> TOTAL MISC./GRANTS/INTEREST	0.00	0.00	<u>500.00</u> ( 500.00 (	500.00) 500.00)	0.00
TRANSFERS IN 40-599-8005 INTEREST INCOME TOTAL TRANSFERS IN	0.00	1,185.18 1,185.18	10,944.48 ( 10,944.48 (	10,944.48) 10,944.48)	0.00
TOTAL NON-DEPARTMENTAL	175,500.00	14,432.89	150,276.45	25,223.55	85.63

CITY OF SHAVANO PARK PAGE: 26
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

40 -CRIME CONTROL DISTRICT

FIRE DEPARTMENT

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u> 40-604-3030 TRAINING/EDUCATION TOTAL SERVICES	1,200.00 1,200.00	0.00	0.00	1,200.00 1,200.00	0.00
CAPITAL OUTLAY					
<u>INTERFUND TRANSFER</u> S					
TOTAL FIRE DEPARTMENT	1,200.00	0.00	0.00	1,200.00	0.00

## CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

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CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET	
6,400.00	0.00	3,428.38	2,971.62	53.57	
	1,420.00			80.79	
13,400.00	1,420.00	9,083.36	4,316.64	67.79	
29,490.00	0.00	29,490.00	0.00	100.00	
130,000.00		127,052.03	2,947.97	97.73	
159,490.00	27,401.92	156,542.03	2,947.97	98.15	
172,890.00	28,821.92	165,625.39	7,264.61	95.80	
174,090.00	28,821.92	165,625.39	8,464.61	95.14	
1,410.00 (	14,389.03)(	15,348.94)	16,758.94	1,088.58-	
	6,400.00 7,000.00 13,400.00 29,490.00 130,000.00 159,490.00	6,400.00 0.00 7,000.00 1,420.00 13,400.00 1,420.00 29,490.00 0.00 130,000.00 27,401.92 159,490.00 28,821.92 174,090.00 28,821.92	BUDGET         PERIOD         ACTUAL           6,400.00         0.00         3,428.38           7,000.00         1,420.00         5,654.98           13,400.00         1,420.00         9,083.36           29,490.00         0.00         29,490.00           130,000.00         27,401.92         127,052.03           159,490.00         27,401.92         156,542.03           172,890.00         28,821.92         165,625.39           174,090.00         28,821.92         165,625.39	BUDGET         PERIOD         ACTUAL         BALANCE           6,400.00         0.00         3,428.38         2,971.62           7,000.00         1,420.00         5,654.98         1,345.02           13,400.00         1,420.00         9,083.36         4,316.64           29,490.00         0.00         29,490.00         0.00           130,000.00         27,401.92         127,052.03         2,947.97           159,490.00         27,401.92         156,542.03         2,947.97           172,890.00         28,821.92         165,625.39         7,264.61           174,090.00         28,821.92         165,625.39         8,464.61	

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

42 -PEG FUNDS FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

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	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	15,200.00	1,067.47	17,548.47 (	2,348.47	115.45
TOTAL REVENUES	15,200.00 1,067.47 1 <sup></sup>		17,548.47 (	2,348.47)	115.45
EXPENDITURE SUMMARY					
ADMINISTRATION	10,800.00	1,645.30	3,481.01	7,318.99	32.23
TOTAL EXPENDITURES	10,800.00	1,645.30	3,481.01	7,318.99	32.23
REVENUES OVER/(UNDER) EXPENDITURES	4,400.00 (	577.83)	14,067.46 (	9,667.46)	319.72

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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42 -PEG FUNDS FINANCIAL SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
<u>FRANCHISE REVENUES</u> 42-599-2024 FRANCHISE - PEG FEES TOTAL FRANCHISE REVENUES	15,200.00 15,200.00	<u>558.59</u> 558.59	13,075.11 13,075.11	2,124.89 2,124.89	86.02 86.02
<u>MISC./GRANTS/INTEREST</u> 42-599-7000 INTEREST TOTAL MISC./GRANTS/INTEREST	0.00	508.88 508.88	<u>4,473.36</u> (_4,473.36 (	4,473.36) 4,473.36)	0.00
TRANSFERS IN					
TOTAL NON-DEPARTMENTAL	15,200.00	1,067.47	17,548.47 (	2,348.47)	115.45
TOTAL REVENUES	15,200.00	1,067.47	17,548.47 (	2,348.47)	115.45

TOTAL EXPENDITURES

REVENUES OVER/(UNDER) EXPENDITURES

CITY OF SHAVANO PARK AS OF: JULY 31ST, 2023

PAGE: 30 REVENUE & EXPENSE REPORT (UNAUDITED)

10,800.00 1,645.30 3,481.01 7,318.99 32.23

4,400.00 ( 577.83) 14,067.46 ( 9,667.46) 319.72

% OF YEAR COMPLETED: 83.33

42 -PEG FUNDS ADMINISTRATION

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY 42-601-8030 CAPITAL-ELECTRONIC EQUIPMEN TOTAL CAPITAL OUTLAY	10,800.00 10,800.00	1,645.30 1,645.30	3,481.01 3,481.01	7,318.99 7,318.99	<u>32.23</u> 32.23
TOTAL ADMINISTRATION	10,800.00	1,645.30	3,481.01	7,318.99	32.23

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

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	CURRENT CURRENT YEAR TO DATE BUDGET PERIOD ACTUAL		YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	25,000.00	2,695.00	5,565.00	19,435.00	22.26
TOTAL REVENUES	REVENUES 25,000.00 2,695.00 5,565.00		5,565.00	19,435.00	22.26
EXPENDITURE SUMMARY					
ADMINISTRATION DEVELOPMENT SERVICES	22,375.00 2,625.00	0.00 0.00	19.90 2,625.00	22,355.10	0.09 100.00
TOTAL EXPENDITURES	25,000.00	0.00	2,644.90	22,355.10	10.58
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2,695.00	2,920.10 (	2,920.10)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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45 -TREE PROTECT & BEAUT FUND FINANCIAL SUMMARY

		II(OIDCI d	: DEFIGITIONE					
'IN	ANCIAL	SUMMARY	•	% OF	YEAR	COMPLETED:	83.33	

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
<u>PERMITS &amp; LICENSES</u> 45-599-3015 TREE TRIMMING PERMITS TOTAL PERMITS & LICENSES	12,250.00 12,250.00	2,695.00 2,695.00	<u>5,565.00</u> 5,565.00	6,685.00 6,685.00	45.43 45.43
MISC./GRANTS/INTEREST					
TRANSFERS IN 45-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	12,750.00 12,750.00	0.00	0.00	12,750.00 12,750.00	0.00
TOTAL NON-DEPARTMENTAL	25,000.00	2,695.00	5,565.00	19,435.00	22.26
TOTAL REVENUES	25,000.00	2,695.00	5,565.00 =========	19,435.00	22.26

CITY OF SHAVANO PARK PAGE: 33
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND

% OF YEAR COMPLETED: 83.33 ADMINISTRATION

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u> 45-601-3087 CITIZENS COMMUNICATION/EDUC_ TOTAL SERVICES	500.00 500.00	0.00	<u>19.90</u> 19.90	480.10 480.10	3.98 3.98
DEPT MATERIALS-SERVICES  45-601-6085 SUPPLIES/MATERIAL/CHEMICALS  TOTAL DEPT MATERIALS-SERVICES	21,875.00 21,875.00	0.00	0.00	21,875.00 21,875.00	0.00
TOTAL ADMINISTRATION	22,375.00	0.00	19.90	22,355.10	0.09

CITY OF SHAVANO PARK PAGE: 34
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND

CURRENT CURRENT YEAR TO DATE BUDGET % OF BUDGET PERIOD ACTUAL BALANCE BUDGET

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL 45-607-4075 COMPUTER SOFTWARE TOTAL CONTRACTUAL	<u>2,625.00</u> 2,625.00	0.00	2,625.00 2,625.00	0.00	100.00 100.00
TOTAL DEVELOPMENT SERVICES	2,625.00	0.00	2,625.00	0.00	100.00
TOTAL EXPENDITURES	25,000.00	0.00	2,644.90	22,355.10	10.58
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2,695.00	2,920.10 (	2,920.10)	0.00

PUBLIC WORKS

TOTAL EXPENDITURES

REVENUES OVER/(UNDER) EXPENDITURES

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)

<u>683,292.00</u> <u>0.00</u> <u>396,438.00</u> <u>286,854.00</u> <u>58.02</u>

0.00 13,206.34 ( 257,310.92) 257,310.92 0.00

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% OF YEAR COMPLETED: 83.33

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

48 -STREET MAINTENANCE FUND FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	683,292.00	13,206.34	139,127.08	544,164.92	20.36
TOTAL REVENUES	683,292.00 ======	13,206.34	139,127.08	544,164.92	20.36
EXPENDITURE SUMMARY					

CITY OF SHAVANO PARK PAGE: 36
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

48 -STREET MAINTENANCE FUND

FINANCIAL SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES 48-599-1040 SALES - STREET MAINTENANCE _ TOTAL TAXES	175,500.00 175,500.00	13,206.34 13,206.34	139,127.08 139,127.08	36,372.92 36,372.92	79.27 79.27
PERMITS & LICENSES					
TRANSFERS IN 48-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	507,792.00 507,792.00	0.00	0.00	507,792.00 507,792.00	0.00
TOTAL NON-DEPARTMENTAL	683,292.00	13,206.34	139,127.08	544,164.92	20.36
TOTAL REVENUES =	683,292.00	13,206.34	139,127.08	544,164.92	20.36

CITY OF SHAVANO PARK AS OF: JULY 31ST, 2023

PAGE: 37 REVENUE & EXPENSE REPORT (UNAUDITED)

% OF YEAR COMPLETED: 83.33

48 -STREET MAINTENANCE FUND

10	0 11		1111111111111111	LOIVE	
PUBI	TC	WORK	KS.		

CURRENT CURRENT YEAR TO DATE BUDGET % OF BUDGET PERIOD ACTUAL BALANCE BUDGET EXPENDITURES DEPT MATERIALS-SERVICES 0.00 <u>50,000.00</u> <u>0.00</u> <u>0.00</u> 50,000.00 0.00 50,000.00 50,000.00 0.00 48-603-6080 STREET MAINTENANCE TOTAL DEPT MATERIALS-SERVICES INTERFUND TRANSFERS 

 633,292.00
 0.00
 396,438.00
 236,854.00
 62.60

 633,292.00
 0.00
 396,438.00
 236,854.00
 62.60

 48-603-9030 TRANS TO DEBT SERVICE TOTAL INTERFUND TRANSFERS 0.00 396,438.00 286,854.00 58.02 TOTAL PUBLIC WORKS 683,292.00 0.00 396,438.00 286,854.00 58.02 683,292.00 TOTAL EXPENDITURES REVENUES OVER/(UNDER) EXPENDITURES 0.00 13,206.34 ( 257,310.92) 257,310.92 0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF JULY 31ST 2023

50 -COURT RESTRICTED FUND FINANCIAL SUMMARY

FINANCIAL	SUMMARY				% OF Y	EAR COMPLETED:	83.33
		CURRENT	CURRENT	YEAR TO	DATE	BUDGET	% OF

	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	69,250.00	1,111.53	8,799.44	60,450.56	12.71
TOTAL REVENUES	69,250.00	1,111.53	8,799.44	60,450.56	12.71
EXPENDITURE SUMMARY					
OPERATING EXPENSES	63,500.00	0.00	0.00	63,500.00	0.00
TOTAL EXPENDITURES	63,500.00	0.00	0.00	63,500.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	5,750.00	1,111.53	8,799.44	( 3,049.44)	153.03

FINANCIAL SUMMARY

50 -COURT RESTRICTED FUND

## CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

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% OF YEAR COMPLETED: 83.33

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF JULY 31ST, 2023

REVENUES	CURRENT CURRENT BUDGET PERIOR		YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET	
NON-DEPARTMENTAL						
COURT FEES  50-599-4022 COURT EFFICIENCY REVENUE 50-599-4023 COURT SECURITY REVENUE 50-599-4024 TRUANCY PREVENTION FUND 50-599-4025 COURT TECHNOLOGY REVENUE 50-599-4026 JURY FUND TOTAL COURT FEES	150.00 4,800.00 4,000.00 4,200.00 100.00 13,250.00	9.04 390.60 372.19 332.24 7.46 1,111.53	83.50 3,102.14 2,878.52 2,677.72 57.56 8,799.44	66.50 1,697.86 1,121.48 1,522.28 42.44 4,450.56	55.67 64.63 71.96 63.76 57.56 66.41	
TRANSFERS IN 50-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	56,000.00 56,000.00	0.00	0.00	56,000.00 56,000.00	0.00	
TOTAL NON-DEPARTMENTAL	69,250.00	1,111.53	8,799.44	60,450.56	12.71	
TOTAL REVENUES	69,250.00	1,111.53	8,799.44	60,450.56	12.71	

CITY OF SHAVANO PARK PAGE: 40
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

50 -COURT RESTRICTED FUND OPERATIN

'ING EXPENSES	용	OF	YEAR (	COMPLETED:	83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY 50-602-8080 CAPITAL IMPROVEMENTS	55,000.00	0.00	0.00	55,000.00	0.00
TOTAL CAPITAL OUTLAY	55,000.00	0.00	0.00	55,000.00	0.00
INTERFUND TRANSFERS 50-602-9010 TRANSFER TO GENERAL FUND TOTAL INTERFUND TRANSFERS	8,500.00 8,500.00	0.00	0.00	8,500.00 8,500.00	0.00
TOTAL OPERATING EXPENSES	63,500.00	0.00	0.00	63,500.00	0.00
TOTAL EXPENDITURES	63,500.00	0.00	0.00	63,500.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	5,750.00	1,111.53	8,799.44 (	3,049.44)	153.03

CITY OF SHAVANO PARK PAGE: 41
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

52 -CHILD SAFETY FUND FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33 CURRENT CURRENT YEAR TO DATE BUDGET % OF

	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
REVENUE SUMMARY					
NON DEPARTMENTAL	5,000.00	405.28	3,593.22	1,406.78	71.86
TOTAL REVENUES	5,000.00	405.28	3,593.22	1,406.78	71.86
EXPENDITURE SUMMARY					
FIRE DEPARTMENT POLICE DEPARTMENT	2,000.00 3,000.00	0.00 0.00	1,916.49 105.25	83.51 2,894.75	95.82 3.51
TOTAL EXPENDITURES	5,000.00	0.00	2,021.74	2,978.26	40.43
REVENUES OVER/(UNDER) EXPENDITURES	0.00	405.28	1,571.48 (	1,571.48)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023 PAGE: 42

52 -CHILD SAFETY FUND FINANCIAL SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON DEPARTMENTAL					
MISC./GRANTS/INTEREST					
52-599-7010 SCHOOL CROSSING GUARD FUND	s 4,000.00	405.28	3,593.22	406.78	89.83
TOTAL MISC./GRANTS/INTEREST	4,000.00	405.28	3,593.22	406.78	89.83
TRANSFERS IN					
52-599-8089 FUND BALANCE RESERVE	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL TRANSFERS IN	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL NON DEPARTMENTAL	5,000.00	405.28	3,593.22	1,406.78	71.86
TOTAL REVENUES	5,000.00	405.28	3,593.22	1,406.78	71.86

CITY OF SHAVANO PARK PAGE: 43
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

52 -CHILD SAFETY FUND FIRE DEPARTMENT

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u> 52-604-3087 CITIZENS COMMUNICATION/EDUC_ TOTAL SERVICES	2,000.00 2,000.00	0.00	1,916.49 1,916.49	83.51 83.51	95.82 95.82
TOTAL FIRE DEPARTMENT	2,000.00	0.00	1,916.49	83.51	95.82

CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

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% OF YEAR COMPLETED: 83.33

52 -CHILD SAFETY FUND POLICE DEPARTMENT

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u> 52-605-3087 CITIZENS COMMUNICATION/EDUC_ TOTAL SERVICES	3,000.00 3,000.00	0.00	105.25 105.25	2,894.75 2,894.75	3.51 3.51
TOTAL POLICE DEPARTMENT	3,000.00	0.00	105.25	2,894.75	3.51
TOTAL EXPENDITURES =	5,000.00	0.00	2,021.74	2,978.26	40.43
REVENUES OVER/(UNDER) EXPENDITURES =	0.00	405.28	1,571.48 (	1,571.48)	0.00

CITY OF SHAVANO PARK PAGE: 45
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

53 -LEOSE	
FINANCIAL	SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	1,300.00	0.00	1,281.31	18.69	98.56
TOTAL REVENUES	1,300.00	0.00	1,281.31	18.69	98.56
EXPENDITURE SUMMARY					
POLICE DEPARTMENT	1,300.00	0.00	846.30	453.70	65.10
TOTAL EXPENDITURES	1,300.00	0.00	846.30	453.70	65.10
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	435.01 (	435.01)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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53 -LEOSE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
NON-DEPARIMENTAL					
<u>POLICE/FIRE REVENUES</u> 53-599-6020 LEOSE FUNDS TOTAL POLICE/FIRE REVENUES	1,300.00 1,300.00	0.00	1,281.31 1,281.31	18.69 18.69	98.56 98.56
TRANSFERS IN					
TOTAL NON-DEPARTMENTAL	1,300.00	0.00	1,281.31	18.69	98.56
TOTAL REVENUES	1,300.00	0.00	1,281.31	18.69	98.56

CITY OF SHAVANO PARK PAGE: 47
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

53 -LEOSE

POLICE	DEPARTMENT	% OF	YEAR	COMPLETED:	83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u> 53-605-3030 TRAINING/EDUCATION TOTAL SERVICES	<u>1,300.00</u> 1,300.00	0.00	846.30 846.30	453.70 453.70	65.10 65.10
TOTAL POLICE DEPARTMENT	1,300.00	0.00	846.30	453.70	65.10
TOTAL EXPENDITURES	1,300.00	0.00	846.30	453.70	65.10
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	435.01	( 435.01)	0.00

CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023 PAGE: 48

% OF YEAR COMPLETED: 83.33

58 -AMER RESCUE PLAN ACT FUND FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON DEPARTMENTAL	325,872.00	8,864.19	207,416.33	118,455.67	63.65
TOTAL REVENUES	325,872.00 =======	8,864.19	207,416.33	118,455.67	63.65
EXPENDITURE SUMMARY					
CITY COUNCIL CITY ADMINISTRATION PUBLIC WORKS/GOV. BLDG. FIRE DEPARTMENT POLICE DEPARTMENT	122,000.00 80,800.00 46,130.00 36,400.00 40,542.00	0.00 3,270.31 0.00 3,157.26 2,436.62	59,023.53 49,696.78 47,695.47 22,103.31 28,897.24	62,976.47 31,103.22 ( 1,565.47) 14,296.69 11,644.76	48.38 61.51 103.39 60.72 71.28
TOTAL EXPENDITURES	325,872.00 ======	8,864.19	207,416.33	118,455.67	63.65

CITY OF SHAVANO PARK PAGE: 49
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND

FINANCIAL	SUMMARY

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON DEPARTMENTAL					
MISC./GRANTS/INTEREST 58-599-7000 INTEREST INCOME 58-599-7021 ARPA FEDERAL FUNDING TOTAL MISC./GRANTS/INTEREST	22,000.00 303,872.00 325,872.00	1,821.75 7,042.44 8,864.19	18,530.35 188,885.98 207,416.33	3,469.65 114,986.02 118,455.67	84.23 62.16 63.65
TOTAL NON DEPARTMENTAL	325,872.00	8,864.19	207,416.33	118,455.67	63.65
TOTAL REVENUES	325,872.00	8,864.19	207,416.33	118,455.67	63.65

CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

PAGE: 50

58 -AMER RESCUE PLAN ACT FUND

CITY COUNCIL % OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u> 58-600-8070 CAPITAL - LAND 58-600-8080 CAPITAL - IMPROVEMENTS TOTAL CAPITAL OUTLAY	65,000.00 57,000.00 122,000.00	0.00 0.00 0.00	0.00 <u>59,023.53</u> (_ 59,023.53	65,000.00 2,023.53) 62,976.47	0.00 103.55 48.38
TOTAL CITY COUNCIL	122,000.00	0.00	59,023.53	62,976.47	48.38

CITY OF SHAVANO PARK PAGE: 51
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND CITY ADMINISTRATION

EXPENDITURES	CURRENT	CURRENT	YEAR TO DATE	BUDGET	% OF
	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
<u>service</u> s					
CAPITAL OUTLAY  58-601-8045 CAPITAL - COMPUTER EQUIPMEN 58-601-8080 CAPITAL - IMPROVEMENT PROJ 58-601-8081 CAPITAL - BUILDINGS TOTAL CAPITAL OUTLAY	32,300.00	1,448.56	24,386.43	7,913.57	75.50
	6,500.00	0.00	6,780.00 (	280.00)	104.31
	20,000.00	0.00	0.00	20,000.00	0.00
	58,800.00	1,448.56	31,166.43	27,633.57	53.00
INTERFUND TRANSFERS 58-601-9010 TRF - GENERAL FUND TOTAL INTERFUND TRANSFERS	22,000.00	1,821.75	18,530.35	3,469.65	84.23
	22,000.00	1,821.75	18,530.35	3,469.65	84.23
TOTAL CITY ADMINISTRATION	80,800.00	3,270.31	49,696.78	31,103.22	61.51

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND PUBLIC WORKS/GOV. BLDG.

% OF YEAR COMPLETED: 83.33

PAGE: 52

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u> 58-603-5030 BUILDING MAINTENANCE TOTAL MAINTENANCE	<u>2,500.00</u> 2,500.00	0.00	<u>4,066.93</u> (_ 4,066.93 (	<u>1,566.93</u> ) 1,566.93)	162.68 162.68
CAPITAL OUTLAY 58-603-8081 CAPITAL - BUILDINGS TOTAL CAPITAL OUTLAY	<u>43,630.00</u> 43,630.00	0.00	43,628.54 43,628.54	1.46 1.46	100.00 100.00
TOTAL PUBLIC WORKS/GOV. BLDG.	46,130.00	0.00	47,695.47 (	1,565.47)	103.39

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND

FIRE DEPARTMENT

% OF YEAR COMPLETED: 83.33

PAGE: 53

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MAINTENANCE 58-604-5030 BUILDING MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
TOTAL MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
CAPITAL OUTLAY					
58-604-8005 FURNITURE	4,000.00	0.00	3,050.00	950.00	76.25
58-604-8015 NON CAPITAL - COMPUTERS	5,500.00	0.00	3,906.46	1,593.54	71.03
58-604-8030 ELECTRONIC EQUIPMENT	7,500.00	0.00	5,940.00	1,560.00	79.20
58-604-8035 OTHER CAPITAL EQUIPMENT	7,400.00	0.00	0.00	7,400.00	0.00
58-604-8040 CAPITAL - FIRE EQUIPMENT	0.00	0.00	6,049.59 (	6,049.59)	0.00
58-604-8081 CAPITAL - BUILDING	10,000.00	3,157.26	3,157.26	6,842.74	31.57
TOTAL CAPITAL OUTLAY	34,400.00	3,157.26	22,103.31	12,296.69	64.25
TOTAL FIRE DEPARTMENT	36,400.00	3,157.26	22,103.31	14,296.69	60.72

CITY OF SHAVANO PARK PAGE: 54
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND

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EXPENDITURES	CURRENT	CURRENT	YEAR TO DATE	BUDGET	% OF
	BUDGET	PERIOD	ACTUAL	BALANCE	BUDGET
CAPITAL OUTLAY  58-605-8030 POLICE EQUIPMENT  58-605-8045 CAPITAL - COMPUTER EQUIPMEN  58-605-8080 CAPITAL - IMPROVEMENT PROJ  TOTAL CAPITAL OUTLAY	14,042.00	313.95	13,399.95	642.05	95.43
	8,500.00	0.00	7,731.45	768.55	90.96
	18,000.00	2,122.67	7,765.84	10,234.16	<u>43.14</u>
	40,542.00	2,436.62	28,897.24	11,644.76	71.28
TOTAL POLICE DEPARTMENT	40,542.00	2,436.62	28,897.24	11,644.76	71.28

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

AS OF: JULY 31ST,

58 -AMER RESCUE PLAN ACT FUND WATER DEPARTMENT

% OF YEAR COMPLETED: 83.33

PAGE: 55

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
INTERFUND TRANSFERS					

CITY OF SHAVANO PARK PAGE: 56
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND

DEBT SERVICE

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLA</u> Y					
TOTAL EXPENDITURES	325,872.00	8,864.19	207,416.33	118,455.67	63.65
	==========	===========	=======================================	=======================================	

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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% OF YEAR COMPLETED: 83.33

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	1,725,000.00	38,433.55	337,461.19	1,387,538.81	<u> 19.56</u>
TOTAL REVENUES	1,725,000.00	38,433.55	337,461.19	1,387,538.81	19.56
EXPENDITURE SUMMARY					
PUBLIC WORKS	1,725,000.00	138,502.44	678,185.54	1,046,814.46	39.32
TOTAL EXPENDITURES	1,725,000.00	138,502.44	678,185.54	1,046,814.46	39.32 =====

REVENUES OVER/(UNDER) EXPENDITURES 0.00 ( 100,068.89) ( 340,724.35) 340,724.35 0.00

CITY OF SHAVANO PARK PAGE: 58
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND FINANCIAL SUMMARY

ે	OF	YEAR	COMPLETED:	83.33
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REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TRANSFERS IN 60-599-8010 INTEREST INCOME 60-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	400,000.00 1,325,000.00 1,725,000.00	38,433.55 0.00 38,433.55	337,461.19 0.00 337,461.19	62,538.81 1,325,000.00 1,387,538.81	84.37 0.00 19.56
TOTAL NON-DEPARTMENTAL	1,725,000.00	38,433.55	337,461.19	1,387,538.81	19.56
TOTAL REVENUES	1,725,000.00	38,433.55	337,461.19	1,387,538.81	19.56

CITY OF SHAVANO PARK PAGE: 59
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND

ADMINISTRATION

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICE</u> S					
INTERFUND TRANSFERS					

CITY OF SHAVANO PARK PAGE: 60
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND PUBLIC WORKS

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
60-603-3012 ENGINEERING - PHASE I	325,000.00	0.00	276,680.90	48,319.10	85.13
60-603-3013 ENGINEERING - DEZAVALA	<u>150,000.00</u>	0.00	115,222.52	34,777.48	<u>76.82</u>
TOTAL SERVICES	475,000.00	0.00	391,903.42	83,096.58	82.51
CAPITAL OUTLAY					
60-603-8085 CAPITAL - STREETS	1,250,000.00	138,502.44	286,282,12	963,717.88	22.90
TOTAL CAPITAL OUTLAY	1,250,000.00	138,502.44	286,282.12	963,717.88	22.90
TOTAL PUBLIC WORKS	1,725,000.00	138,502.44	678,185.54	1,046,814.46	39.32
TOTAL EXPENDITURES	1,725,000.00	138,502.44	678,185.54	1,046,814.46	39.32
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	100,068.89)(	340,724.35)	340,724.35	0.00
	=======================================	========	========	=========	======

CITY OF SHAVANO PARK

29,741.00 7,385.44 65,762.62 ( 36,021.62) 221.12

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% OF YEAR COMPLETED: 83.33

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND FINANCIAL SUMMARY

REVENUES OVER/(UNDER) EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
OTHER SOURCES	298,741.00	7,385.44	65,762.62	232,978.38	22.01
TOTAL REVENUES	298,741.00	7,385.44	65,762.62	232,978.38	22.01
EXPENDITURE SUMMARY					
COUNCIL ADMIN	260,000.00 9,000.00	0.00 0.00	0.00 0.00	260,000.00 9,000.00	0.00 <u>0.00</u>
TOTAL EXPENDITURES	269,000.00	0.00	0.00	269,000.00	0.00

CITY OF SHAVANO PARK PAGE: 62
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
OTHER SOURCES					
MISC./GRANTS/INTEREST					
TRANSFERS IN 70-599-8010 INTEREST INCOME 70-599-8020 TRF IN - GENERAL FUND TOTAL TRANSFERS IN	1,500.00 297,241.00 298,741.00	7,385.44 0.00 7,385.44	65,762.62 ( 0.00 65,762.62	64,262.62) 297,241.00 232,978.38	•
TOTAL OTHER SOURCES	298,741.00	7,385.44	65,762.62	232,978.38	22.01
TOTAL REVENUES	298,741.00	7,385.44	65,762.62	232,978.38	22.01
					<b>_</b> _

CITY OF SHAVANO PARK REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JULY 31ST, 2023

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70 -CAPITAL REPLACEMENT FUND

70	CALITAL	IVE E DUCELIENT	1
COU	NCIL		

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUA</u> L					
<u>CAPITAL OUTLAY</u> 70-600-8070 CAPITAL - LAND TOTAL CAPITAL OUTLAY	260,000.00 260,000.00	0.00	0.00	260,000.00 260,000.00	0.00
TOTAL COUNCIL	260,000.00	0.00	0.00	260,000.00	0.00

CITY OF SHAVANO PARK PAGE: 64
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND

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ADM	IN		

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY 70-601-8081 CAPITAL - BUILDING TOTAL CAPITAL OUTLAY  INTERFUND TRANSFERS	9,000.00	0.00	0.00	9,000.00 9,000.00	0.00
TOTAL ADMIN	9,000.00	0.00	0.00	9,000.00	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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70 -CAPITAL REPLACEMENT FUND

PUBLIC WORKS

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLA</u> Y					
INTERFUND TRANSFERS					

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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70 -CAPITAL REPLACEMENT FUND

70	CULTIVE VELEVCEURNI	FOND		
FIRE		% OF YEA	R COMPLETED:	83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY INTERFUND TRANSFERS					
INIEREUND IRANSEERS					
TOTAL EXPENDITURES	269,000.00	0.00	0.00	269,000.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	29,741.00	7,385.44	65,762.62	( 36,021.62)	221.12

WATER DEPARTMENT

TOTAL EXPENDITURES

REVENUES OVER/(UNDER) EXPENDITURES

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)

127,000.00 0.00 17,000.00 110,000.00 13.39

0.00 ( 17,000.00) ( 43,516.00) 28.09

PAGE: 67

% OF YEAR COMPLETED: 83.33

AS OF: JULY 31ST, 2023

72 -WATER CAPITAL REPLACEMENT FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					<del></del>
NON-DEPARTMENTAL	66,484.00	0.00	0.00	66,484.00	0.00
TOTAL REVENUES	66,484.00 ======	0.00	0.00	66,484.00	0.00
EXPENDITURE SUMMARY					

( 60,516.00)

CITY OF SHAVANO PARK AS OF: JULY 31ST, 2023

% OF YEAR COMPLETED: 83.33

PAGE: 68 REVENUE & EXPENSE REPORT (UNAUDITED)

72 -WATER CAPITAL REPLACEMENT

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TTNANCTAL.	STIMINARY		

CURRENT CURRENT YEAR TO DATE BUDGET % OF BUDGET PERIOD ACTUAL BALANCE BUDGET REVENUES NON-DEPARTMENTAL MISC./GRANTS/INTEREST TRANSFERS IN 0.00 66,484.00 0.00 72-599-8020 TRANSFER FROM WATER FUND 66,484.00 \_\_\_\_\_\_0.00 0.00 TOTAL TRANSFERS IN 66,484.00 0.00 66,484.00 0.00 66,484.00 0.00 0.00 66,484.00 0.00 TOTAL NON-DEPARTMENTAL 0.00 66,484.00 0.00 66,484.00 TOTAL REVENUES 0.00

CITY OF SHAVANO PARK PAGE: 69
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

72 -WATER CAPITAL REPLACEMENT

WATER DEPARTMENT
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EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY 72-606-8080 WATER SYSTEM IMPROVEMENTS TOTAL CAPITAL OUTLAY	110,000.00 110,000.00	0.00	0.00	110,000.00 110,000.00	0.00
INTERFUND TRANSFERS 72-606-9020 TRANSFER TO WATER UTILITY TOTAL INTERFUND TRANSFERS	17,000.00 17,000.00	0.00	17,000.00 17,000.00	0.00	100.00 100.00
TOTAL WATER DEPARTMENT	127,000.00	0.00	17,000.00	110,000.00	13.39

CITY OF SHAVANO PARK PAGE: 70
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

72 -WATER CAPITAL REPLACEMENT

DEBT SERVICE

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
TOTAL EXPENDITURES	127,000.00	0.00	17,000.00	110,000.00	13.39
REVENUES OVER/(UNDER) EXPENDITURES	( 60,516.00)	0.00		43,516.00)	28.09

7/05/23 SAM'S CLUB DIRECT WATER - JULY EVENT GENERAL FUND CITY COUNCIL 7/05/23 SAM'S CLUB DIRECT WATER BOTTLES GENERAL FUND CITY COUNCIL 7/05/23 BOB JENKINS PEST & LAWN SERVICES MOSQUITO CONTROL FOR EVENT GENERAL FUND CITY COUNCIL	26.94 53.88 249.50 125.54 36.02
7/05/23 BOB JENKINS PEST & LAWN SERVICES MOSQUITO CONTROL FOR EVENT GENERAL FUND CITY COUNCIL	249.50 125.54
	125.54
7/05/23 SAM'S CLUB DIRECT KITCH SUPPLIES GENERAL FUND CITY ADMINISTRATION	36 02
7/05/23 DOCUMATION OF SAN ANTONIO LLC MUNITRACT TRAIL POSTER GENERAL FUND CITY ADMINISTRATION	30.02
7/05/23 AT&T MOBILITY PW / W DEPT (HOTSPOT, TABL GENERAL FUND PUBLIC WORKS/GOV. BLDG	65.92
7/05/23 ASCO REPAIR: BACKHOE TIRE REPAI GENERAL FUND PUBLIC WORKS/GOV. BLDG	1,449.72
7/05/23 ASCO REPAIR: KUBOTA OIL LEAK GENERAL FUND PUBLIC WORKS/GOV. BLDG	1,177.22
7/05/23 SAM'S CLUB DIRECT WATER GENERAL FUND FIRE DEPARTMENT	151.24
7/05/23 SAM'S CLUB DIRECT GATORADE GENERAL FUND FIRE DEPARTMENT	63.92
7/05/23 SAM'S CLUB DIRECT DISCOUNT GENERAL FUND FIRE DEPARTMENT	5.89-
7/05/23 SIDDONS-MARTIN EMERGENCY GRP £139 - MULTIPLE REPAIRS GENERAL FUND FIRE DEPARTMENT	2,412.87
7/05/23 SORCERERS APPRINTICE INSPECTION FORMS GENERAL FUND FIRE DEPARTMENT	67.00
7/05/23 SAM'S CLUB DIRECT WATER GENERAL FUND POLICE DEPARTMENT	79.60
7/05/23 BRAVOS AUTO CARE 2 LLC # 522 - TIRE MOUNT/BALANCE GENERAL FUND POLICE DEPARTMENT	93.50
7/05/23 BRAVOS AUTO CARE 2 LLC # 509 - RPLC BROKEN SHIFT GENERAL FUND POLICE DEPARTMENT	434.32
7/05/23 BRAVOS AUTO CARE 2 LLC # 523 - TRANSMISSION/DIFF GENERAL FUND POLICE DEPARTMENT	609.79
7/05/23 SOUTHERN TIRE MART TIRES X 16 GENERAL FUND POLICE DEPARTMENT	2,226.16
7/05/23 ACH***USPS UTILITY BILLING - JULY WATER FUND WATER DEPARTMENT	321.60
7/05/23 SAM'S CLUB DIRECT WATER WATER FUND WATER DEPARTMENT	151.24
7/05/23 SAM'S CLUB DIRECT GATORADE WATER FUND WATER DEPARTMENT	95.88
7/05/23 SAM'S CLUB DIRECT GATORADE WATER FUND WATER DEPARTMENT	29.96
7/05/23 AT&T MOBILITY PW / W DEPT (HOTSPOT, TABL WATER FUND WATER DEPARTMENT	65.92
7/05/23 RDZ PAVING A2BASE/SAND - WATER CROSSI WATER FUND WATER DEPARTMENT	2,000.00
7/06/23 ACH***ELEVON INC CC FEES - PERMIT GENERAL FUND CITY ADMINISTRATION	20.62
7/06/23 ACH***ELEVON INC PERMITS - MPN ONLINE GENERAL FUND CITY ADMINISTRATION	659.77
7/06/23 AMERICA EXPRESS AMEX CC FEES GENERAL FUND CITY ADMINISTRATION	24.06
7/06/23 ACH***ELEVON INC CC FEES - COURT GENERAL FUND MUNICIPAL COURT	159.93
7/06/23 AMERICA EXPRESS AMEX CC FEES GENERAL FUND MUNICIPAL COURT 7/06/23 ACH***ELEVON INC WATER CC FEES - OFFICE WATER FUND WATER DEPARTMENT	12.00 123.22
7/06/23 ACH***ELEVON INC WATER CC FEES ONLINE WATER FUND WATER DEPARTMENT	673.48
7/00/23 ACH****TX CSDU CASE ID # 0012763109 GENERAL FUND NON-DEPARTMENTAL	323.08
7/07/23 ACH****TX CSDU CASE ID # 0013595137 GENERAL FUND NON-DEPARTMENTAL	233.07
7/07/23 ACH****TX CSDU CASE ID# 00136980 GENERAL FUND NON-DEPARTMENTAL	140.27
7/07/23 ACH***COLONIAL SUPPLEMENTAL INS COLONIAL-AFTER TAX GENERAL FUND NON-DEPARTMENTAL	388.94
7/07/23 ACH***COLONIAL SUPPLEMENTAL INS COLONIAL-AFTER TAX GENERAL FUND NON-DEPARTMENTAL	388.94
7/07/23 ACH***COLONIAL SUPPLEMENTAL INS COLONIAL-PRE-TAX GENERAL FUND NON-DEPARTMENTAL	469.24
7/07/23 ACH***COLONIAL SUPPLEMENTAL INS COLONIAL-PRE-TAX GENERAL FUND NON-DEPARTMENTAL	469.24
7/07/23 ACH***MISSION SQUARE RETIREMENT ICMA-FLAT AMOUNTS GENERAL FUND NON-DEPARTMENTAL	1,407.06
7/07/23 ACH***AFLAC AFLAC AFTER TAX GENERAL FUND NON-DEPARTMENTAL	121.84
7/07/23 ACH***AFLAC AFLAC AFTER TAX GENERAL FUND NON-DEPARTMENTAL	121.84
7/07/23 ACH***AFLAC AFLAC AFLAC AFLAC GENERAL FUND NON-DEPARTMENTAL	192.77
7/07/23 ACH***AFLAC AFLAC AFLAC - PRE-TAX GENERAL FUND NON-DEPARTMENTAL	192.77
7/07/23 LEGALSHIELD ADJUTMENT TO JUNE GENERAL FUND NON-DEPARTMENTAL	0.01-
7/07/23 LEGALSHIELD PREPAID LEGAL SERVICES GENERAL FUND NON-DEPARTMENTAL	112.90
7/07/23 LEGALSHIELD PREPAID LEGAL SERVICES GENERAL FUND NON-DEPARTMENTAL	112.90
7/07/23 FROST BANK FEDERAL WITHHOLDING GENERAL FUND NON-DEPARTMENTAL	15,177.97
7/07/23 FROST BANK MEDICARE TAXES GENERAL FUND NON-DEPARTMENTAL	1,949.88
	104,424.49
7/07/23 FROST BANK MEDICARE TAXES GENERAL FUND CITY ADMINISTRATION	333.44
7/07/23 FROST BANK MEDICARE TAXES GENERAL FUND MUNICIPAL COURT	33.72
7/07/23 ACH***VOYAGER FLEET SYSTEM FUEL - PUBLIC WORKS GENERAL FUND PUBLIC WORKS/GOV. BLDG	91.55
7/07/23 FROST BANK MEDICARE TAXES GENERAL FUND PUBLIC WORKS/GOV. BLDG	109.64
7/07/23 ACH***VOYAGER FLEET SYSTEM FUEL - FIRE DEPT GENERAL FUND FIRE DEPARTMENT	959.86
7/07/23 FROST BANK MEDICARE TAXES GENERAL FUND FIRE DEPARTMENT	782.39
7/07/23 ACH***VOYAGER FLEET SYSTEM FUEL - POLICE DEPT GENERAL FUND POLICE DEPARTMENT	3,596.66

DATE VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
- / /				
7/07/23 FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	690.66
7/07/23 ACH****TX CSDU	CASE ID# 0011608980	WATER FUND	NON-DEPARTMENTAL	135.27
7/07/23 ACH***MISSION SQUARE RETIREMENT	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	64.94
7/07/23 ACH***AFLAC	AFLAC - AFTER TAX	WATER FUND	NON-DEPARTMENTAL	17.01
7/07/23 ACH***AFLAC	AFLAC - AFTER TAX	WATER FUND	NON-DEPARTMENTAL	17.01
7/07/23 LEGALSHIELD	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	4.68
7/07/23 LEGALSHIELD	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	4.68
7/07/23 FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	888.68
7/07/23 FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	133.66
7/07/23 CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL		NON-DEPARTMENTAL	7,322.80
7/07/23 ACH***VOYAGER FLEET SYSTEM	FUEL - WATER DEPT	WATER FUND	WATER DEPARTMENT	181.47
7/07/23 FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	133.69
7/10/23 OMNIBASE SERVICES OF TEXAS LP	QRTLY FEES	GENERAL FUND	NON-DEPARTMENTAL	354.00
7/10/23 LINEBARGER, GOGGAN, BLAIR & SAMPSON,			NON-DEPARTMENTAL	1,700.40
7/10/23 HOME DEPOT CREDIT SERVICE	HOSE MANIFOLD EVENT WATER		CITY COUNCIL	22.98
7/10/23 HOME DEPOT CREDIT SERVICE	PAINT	GENERAL FUND	CITY ADMINISTRATION	20.98
7/10/23 CLEAN SCAPES- SAN ANTONIO, LLC	STARR MEMORAIL TRAIL	GENERAL FUND	CITY ADMINISTRATION	11,279.16
7/10/23 CITY PUBLIC SERVICE	3004307404	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	36.23
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	1,061.00
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	9.95
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	2,014.72
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	15.07
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	9.38
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.10
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	11.05
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	20.34
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	10.94
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	10.72
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	22.18
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	16.67
7/10/23 CITY PUBLIC SERVICE	CTY BLDG & SHAVANO CREEK I		PUBLIC WORKS/GOV. BLDG	11.48
7/10/23 CITY PUBLIC SERVICE	3005388800	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.51
7/10/23 CITY PUBLIC SERVICE	3000593453	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	738.51
7/10/23 CITY PUBLIC SERVICE	3001293578	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,469.26
7/10/23 CITY PUBLIC SERVICE	3004307404	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.75
7/10/23 CITY PUBLIC SERVICE	3005137797	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.95
7/10/23 HOME DEPOT CREDIT SERVICE	TOOL ACCESSORIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	306.03
7/10/23 HOME DEPOT CREDIT SERVICE	SCREWDRIVER SET	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.97
7/10/23 HOME DEPOT CREDIT SERVICE	INSECTICIDAL SOAP	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	28.94
7/10/23 HANK STORBECK GARAGE, INC.	INSEPCTION/MAINT. 2001 F35	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	321.50
7/10/23 CLEAN SCAPES- SAN ANTONIO, LLC	JULY MONTHLY LANDSCAPING		PUBLIC WORKS/GOV. BLDG	668.62
7/10/23 CINTAS	FIRST AID REPLACEMENTS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	164.63
7/10/23 POLICE AND SHERIFFS PRESS, INC.	PW ID CARD - JULIO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	17.60
7/10/23 CITY OF SHAVANO PARK WATER DEPT.	CITY WATER BILL - PUBLIC W		PUBLIC WORKS/GOV. BLDG	42.44
7/10/23 CITY OF SHAVANO PARK WATER DEPT.	GENERAL ADMIN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	756.75
7/10/23 TERRA VISTA LANDSCAPE DEVELOPMENT 7/10/23 HOME DEPOT CREDIT SERVICE	LANDSCAPING - LOCKHILL SEI	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	
7/10/23 HOME DEPOT CREDIT SERVICE	SHEETROCK BUNKROOM REMODEI	GENERAL FUND		19.90
7/10/23 O'REILLY AUTO PARTS 7/10/23 O'REILLY AUTO PARTS 7/10/23 STRYKER SALES CORPORATION	M139 - RPLC GAS CAP	GENERAL FUND	FIRE DEPARTMENT	11.27
7/10/23 O'REILLY AUTO PARTS	P139 - FUEL ADDITIVE DEF	GENERAL FUND	FIRE DEPARTMENT	35.98
7/10/23 STRYKER SALES CORPORATION	RPLC BATTERIS EMS STRETCHE	GENERAL FUND	FIRE DEPARTMENT	1,236.00
7/10/23 A-C MASTERS	AC DUCT REROUTE - REMODEL MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	639.00
	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	45.50
7/10/23 UPS STORE #4997	RAD57 MED DEVICE SHIPMENT- EMS SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	158.42
7/10/23 TELEFLEX, LLC			FIRE DEPARTMENT	1,345.50
7/10/23 MVBA, LLC	BOUSCLT COLLECTION		FIRE DEPARTMENT	30.00
7/10/23 METRO FIRE APARATUS SPECIALISTS INC	. E139 - TFT PUMP INTAKE VAI	GENERAL FUND	FIRE DEPARTMENT	808.00

7/10/23 METRO FIRE APARATUS SPECIALISTS INC.  BUNKER GEAR SUSPENDERS - W GENERAL FUND  FIRE DEPARTMENT  72. 7/10/23 GALLS  UNIFORMS - HONOR GUARD  GENERAL FUND  FIRE DEPARTMENT  188. 7/10/23 SHAVANO PARK FIRE, PETTY CASH  P139 REGISTRATION  SEMERAL FUND  FIRE DEPARTMENT  7. 7/10/23 BRAVOS AUTO CARE 2 LIC  S139-SHOCKS, SENSORS, ALIGNM GENERAL FUND  FIRE DEPARTMENT  7. 7/10/23 CITY OF SHAVANO PARK WATER DEPT.  CITY WATER BILL - FIRE DEFENERAL FUND  FIRE DEPARTMENT  1,679. 7/10/23 ATST MOBILITY  POLICE DEPT - 5 PHONE  GENERAL FUND  POLICE DEPARTMENT  196. 7/10/23 ATST MOBILITY  POLICE DEPT-MDT, CPT, IPAD, T GENERAL FUND  FIRE DEPARTMENT  1,679. 7/10/23 ATST MOBILITY  POLICE DEPT - 5 PHONE  GENERAL FUND  POLICE DEPARTMENT  196. 7/10/23 ATST MOBILITY  PENNY SUSPEND  GENERAL FUND  POLICE DEPARTMENT  0. 7/10/23 COMBOY CLEANERS  JUNE CLEANING  GENERAL FUND  POLICE DEPARTMENT  158. 7/10/23 MONTY JOE MCGUFFIN  3 SEPTIC INSPECTIONS  GENERAL FUND  POLICE DEPARTMENT  158. 7/10/23 MONTY JOE MCGUFFIN  3 SEPTIC INSPECTIONS  GENERAL FUND  DEVELOPMENT SERVICES  240. 7/10/23 MONTY JOE MCGUFFIN  3 SEPTIC INSPECTIONS  GENERAL FUND  DEVELOPMENT SERVICES  7/10/23 CITY PUBLIC SERVICE  3000593442  MATER FUND  WATER DEPARTMENT  1,438. 7/10/23 CITY PUBLIC SERVICE  3000593443  WATER FUND  WATER DEPARTMENT  1,438. 7/10/23 CITY PUBLIC SERVICE  3000593446  WATER FUND  WATER DEPARTMENT  1,439. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479. 7/10/23 CITY PUBLIC SERVICE  30005934	INT_
7/10/23 GALLS	
7/10/23 SHAVANO PARK FIRE, PETTY CASH   P139 REGISTRATION   GENERAL FUND   FIRE DEPARTMENT   7.	
7/10/23 BRAVOS AUTO CARE 2 LLC   \$139-SHOCKS, SENSORS, ALIGNM GENERAL FUND   FIRE DEPARTMENT   1,679.   7/10/23 CITY OF SHAVANO PARK WATER DEPT.   CITY WATER BILL - FIRE DEP GENERAL FUND   FIRE DEPARTMENT   179.   7/10/23 AT&T MOBILITY   POLICE DEPT-MDT, CPT, IPAD, T GENERAL FUND   POLICE DEPARTMENT   196.   7/10/23 AT&T MOBILITY   POLICE DEPT-MDT, CPT, IPAD, T GENERAL FUND   POLICE DEPARTMENT   660.   7/10/23 AT&T MOBILITY   POLICE DEPT-MDT, CPT, IPAD, T GENERAL FUND   POLICE DEPARTMENT   0.   7/10/23 COWBOY CLEANERS   JUNE CLEANING   GENERAL FUND   POLICE DEPARTMENT   1.58.   7/10/23 MONTY JOE MCGUFFIN   4 HEALTH INSPECTIONS   GENERAL FUND   DEVELOPMENT SERVICES   240.   7/10/23 MONTY JOE MCGUFFIN   3 SEPTIC COMPLAINTS   GENERAL FUND   DEVELOPMENT SERVICES   750.   7/10/23 MONTY JOE MCGUFFIN   3 SEPTIC COMPLAINTS   GENERAL FUND   DEVELOPMENT SERVICES   750.   7/10/23 CITY PUBLIC SERVICE   3000593442   WATER FUND   WATER DEPARTMENT   1,438.   7/10/23 CITY PUBLIC SERVICE   300593443   WATER FUND   WATER DEPARTMENT   1,438.   7/10/23 CITY PUBLIC SERVICE   300593444   WATER FUND   WATER DEPARTMENT   1,721.   7/10/23 CITY PUBLIC SERVICE   300593449   WATER FUND   WATER DEPARTMENT   1,721.   7/10/23 CITY PUBLIC SERVICE   300593449   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   300593449   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   3004513312   WATER FUND   WATER DEPARTMENT   1,479.   7/10/23 CITY PUBLIC SERVICE   50046145   WATER FUND   WATER DEPARTMENT   1,479.   7	
7/10/23 CITY OF SHAVANO PARK WATER DEPT. CITY WATER BILL - FIRE DEP GENERAL FUND FIRE DEPARTMENT 179. 7/10/23 AT&T MOBILITY POLICE DEPT - 5 PHONE GENERAL FUND POLICE DEPARTMENT 196. 7/10/23 AT&T MOBILITY POLICE DEPT-MDT, CPT, IPAD, T GENERAL FUND POLICE DEPARTMENT 660. 7/10/23 AT&T MOBILITY PENNY SUSPEND GENERAL FUND POLICE DEPARTMENT 0. 7/10/23 COWBOY CLEANERS JUNE CLEANING GENERAL FUND POLICE DEPARTMENT 158. 7/10/23 MONTY JOE MCGUFFIN 4 HEALTH INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 240. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 750. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC COMPLAINTS GENERAL FUND DEVELOPMENT SERVICES 180. 7/10/23 CITY PUBLIC SERVICE 3000593442 WATER FUND WATER DEPARTMENT 1,438. 7/10/23 CITY PUBLIC SERVICE 3000593443 WATER FUND WATER DEPARTMENT 23. 7/10/23 CITY PUBLIC SERVICE 3003644154 WATER FUND WATER DEPARTMENT 1,312. 7/10/23 CITY PUBLIC SERVICE 3000593446 WATER FUND WATER DEPARTMENT 1,721. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,721. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,721. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 1. 7/10/23 CITY PUBLIC SERVICE SUCCE S	
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7/10/23 COWBOY CLEANERS JUNE CLEANING GENERAL FUND POLICE DEPARTMENT 1.58. 7/10/23 MONTY JOE MCGUFFIN 4 HEALTH INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 240. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 7.50. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC COMPLAINTS GENERAL FUND DEVELOPMENT SERVICES 7.50. 7/10/23 CITY PUBLIC SERVICE 3000593442 WATER FUND WATER DEPARTMENT 1,438. 7/10/23 CITY PUBLIC SERVICE 3000593443 WATER FUND WATER DEPARTMENT 1,312. 7/10/23 CITY PUBLIC SERVICE 3003644154 WATER FUND WATER DEPARTMENT 1,312. 7/10/23 CITY PUBLIC SERVICE 3000593446 WATER FUND WATER DEPARTMENT 1,472. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,470. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1,470. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1,206. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 12. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513512 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513512 WATER FUND WATER DEPARTMENT 2. 7/10/23 CITY PUBLIC SERVICE 3004513512 WATER FUND WATER DEPARTMENT 2. 7/10/23 GITY PUBLIC SERVICE 3004513512 WATER FUND WATER DEPARTMENT 3. 7/10/23 GITY PUBLIC SERVICE 3004513512 WATER FUND WATER DEPARTMENT 2. 7/10/23 GADEN-VILLE SERVICE WATER FUND WATER DEPARTMENT 3. 7/10/23 GARDEN-VILLE SERVICE WATER FUND WATER DEPARTMENT 3. 7/10/23 FERGUSON WATER DEPARTMENT 3. 7/10/23 FERGUSON WATERWORKS \$ 1106 PIPE WATER CROSSING WATER FUND WATER DEPARTMENT 3. 7/10/23 FERGUSON WATERWORKS \$ 1106 PIPE WATER CROSSING WATER FUND WATER DEPARTMENT 4.	
7/10/23 COMBOY CLEANERS  7/10/23 MONTY JOE MCGUFFIN  4 HEALTH INSPECTIONS GENERAL FUND  7/10/23 MONTY JOE MCGUFFIN  3 SEPTIC INSPECTIONS  GENERAL FUND  DEVELOPMENT SERVICES  750.  7/10/23 MONTY JOE MCGUFFIN  3 SEPTIC COMPLAINTS  GENERAL FUND  DEVELOPMENT SERVICES  750.  7/10/23 CITY PUBLIC SERVICE  3000593442  WATER FUND  WATER DEPARTMENT  1,438.  7/10/23 CITY PUBLIC SERVICE  3000593443  WATER FUND  WATER DEPARTMENT  1,312.  7/10/23 CITY PUBLIC SERVICE  3000593446  WATER FUND  WATER DEPARTMENT  1,312.  7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,721.  7/10/23 CITY PUBLIC SERVICE  3000593449  WATER FUND  WATER DEPARTMENT  1,479.  7/10/23 CITY PUBLIC SERVICE  3000593450  WATER FUND  WATER DEPARTMENT  1,306.  7/10/23 CITY PUBLIC SERVICE  3004513312  WATER FUND  WATER DEPARTMENT  1,306.  7/10/23 CITY PUBLIC SERVICE  3002617278  WATER FUND  WATER DEPARTMENT  12.  7/10/23 CITY PUBLIC SERVICE  3002617278  WATER FUND  WATER DEPARTMENT  266.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  266.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  266.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  266.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  4.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  4.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  4.  7/10/23 CITY PUBLIC SERVICE  3002618145  WATER FUND  WATER DEPARTMENT  74.  7/10/23 GARDEN-VILLE  SOIL - WATER CROSSINGS  WATER FUND  WATER DEPARTMENT  51.  7/10/23 FERGUSON WATERWORKS # 1106  PIPE WATER CROSSING  WATER FUND  WATER DEPARTMENT  56,938.	
7/10/23 MONTY JOE MCGUFFIN 4 HEALTH INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 750. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 750. 7/10/23 MONTY JOE MCGUFFIN 3 SEPTIC COMPLAINTS GENERAL FUND DEVELOPMENT SERVICES 180. 7/10/23 CITY PUBLIC SERVICE 3000593442 WATER FUND WATER DEPARTMENT 1,438. 7/10/23 CITY PUBLIC SERVICE 3003644154 WATER FUND WATER DEPARTMENT 23. 7/10/23 CITY PUBLIC SERVICE 3003644154 WATER FUND WATER DEPARTMENT 1,312. 7/10/23 CITY PUBLIC SERVICE 3000593446 WATER FUND WATER DEPARTMENT 1,721. 7/10/23 CITY PUBLIC SERVICE 3000593449 WATER FUND WATER DEPARTMENT 1,479. 7/10/23 CITY PUBLIC SERVICE 3000593450 WATER FUND WATER DEPARTMENT 1,306. 7/10/23 CITY PUBLIC SERVICE 3004513312 WATER FUND WATER DEPARTMENT 1,306. 7/10/23 CITY PUBLIC SERVICE 3002617278 WATER FUND WATER DEPARTMENT 9. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 9. 7/10/23 CITY PUBLIC SERVICE 3002618145 WATER FUND WATER DEPARTMENT 9. 7/10/23 CITY PUBLIC SERVICE TUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE TUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE FUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE TUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE SERVICE WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE TUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 CITY PUBLIC SERVICE TUSES WATER FUND WATER DEPARTMENT 94. 7/10/23 GENCOFINS J3 RESOURCES, INC. WATER ANALYSIS WATER FUND WATER DEPARTMENT 94. 7/10/23 GENCOFINS J3 RESOURCES, INC. WATER CROSSINGS WATER FUND WATER DEPARTMENT 51. 7/10/23 TEXAS EXCAVATION SAFETY SYSTEM LOCATING TICKETS WATER FUND WATER DEPARTMENT 51. 7/10/23 FERGUSON WATERWORKS # 1106 PIPE WATER CROSSING WATER FUND WATER DEPARTMENT 51.	
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7/10/23 CORE & MAIN LP SPACERS/SEALS - CROSSINGS WATER FUND WATER DEPARTMENT 2,626.	
7/10/23 CITY OF SHAVANO PARK WATER DEPT. CITY WATER BILL - WATER DE WATER FUND WATER DEPARTMENT 42.	44
7/10/23 HOME DEPOT CREDIT SERVICE # 527 & # 528 - TOTE, BUNGE CRIME CONTROL DIST POLICE DEPARTMENT 230.	57
7/10/23 INTEGRAL AV SOLUTION, LLC CHAMBERS STAGE LIGHTING PEG FUNDS ADMINISTRATION 1,645.	30
7/10/23 INTEGRAL AV SOLUTION, LLC CHAMBERS SOUND MASKING PEG FUNDS ADMINISTRATION 1,761.	81
7/10/23 ALERT-ALL CORP FIRE PREVENTION MATERIALS CHILD SAFETY FUND FIRE DEPARTMENT 1,733.	50
7/13/23 ACH***AMAZON.COM SERVICES INC SPLASH PAD AND BEACH BALLS GENERAL FUND CITY COUNCIL 101.	
7/13/23 ACH***AMAZON.COM SERVICES INC 10 X 20 CANOPYTENT FOR EV GENERAL FUND CITY COUNCIL 71.	
7/13/23 ACH***AMAZON.COM SERVICES INC WATER BALLOONS GENERAL FUND CITY COUNCIL 341.	
7/13/23 ACH***AMAZON.COM SERVICES INC RIBBON & SCISSORS - JULY E GENERAL FUND CITY COUNCIL 26.	
7/13/23 ACH***NEIGHBORHOOD NEWS AUGUST ROADRUNNER - POSTAG GENERAL FUND CITY ADMINISTRATION 1,107. 7/13/23 ACH***PITNEY BOWES - PURCHASE POWER OFFICE METER REFILL GENERAL FUND CITY ADMINISTRATION 402.	
7/13/23 ACH***BARCOM TECHNOLOGY AUGUST CONTRACT SERVICES GENERAL FUND CITY ADMINISTRATION 1,079. 7/13/23 ACH***BARCOM TECHNOLOGY AUGUST BACKUP SERVICES GENERAL FUND CITY ADMINISTRATION 2,211.	
7/13/23 ACH***BARCOM TECHNOLOGY AUGUST BACKUP SERVICES GENERAL FUND CITY ADMINISTRATION 590.	
7/13/23 ACH***AMAZON.COM SERVICES INC NETWORK SWITCH GENERAL FUND CITY ADMINISTRATION 15.	
7/13/23 ACH***SAFESITE, INC. JULY DOCUMENT STORAGE GENERAL FUND CITY ADMINISTRATION 260.	
7/13/23 ACH***AMAZON.COM SERVICES INC SURFACE TABLET PROTECTIVE GENERAL FUND FIRE DEPARTMENT 58.	
7/13/23 ACH***AMAZON.COM SERVICES INC REPLC CAR DOOR WEDGES GENERAL FUND FIRE DEPARTMENT 26.	
7/13/23 ACH***AMAZON.COM SERVICES INC CHAIN FOR CHAINSAW GENERAL FUND FIRE DEPARTMENT 22.	
7/13/23 ACH***AMAZON.COM SERVICES INC SURFACE TABLET PROTECTIVE GENERAL FUND FIRE DEPARTMENT 86.	14
7/13/23 TEXAS COMMISSION OF FIRE PROTECTION TESTING FEE - VASQUEZ GENERAL FUND FIRE DEPARTMENT 70.	00
7/13/23 ACH***AMAZON.COM SERVICES INC CELLOPHONE TAPE GENERAL FUND POLICE DEPARTMENT 26.	99
7/13/23 ACH***LEXISNEXIS RISK SOLUTIONS JUNE INVESTIGATIONS GENERAL FUND POLICE DEPARTMENT 36.	00
7/13/23 ACH***DeZAVALA-SHAVANO VET CLINIC JUNE ANIMAL CONTRACT GENERAL FUND POLICE DEPARTMENT 1,000.	
7/13/23 ACH***BB INSPECTIONS 141 INSPECTIONS GENERAL FUND DEVELOPMENT SERVICES 7,050.	
7/13/23 ACH***BB INSPECTIONS 17 PLAN REVIEWS GENERAL FUND DEVELOPMENT SERVICES 850.	00
7/13/23 ACH***BADGER METER, INC. MLB HOSTING - JUNE WATER FUND WATER DEPARTMENT 652.	

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
7/18/23	PLAYWORKS	INSTALLATION PLAYGROUND SH	GENERAL FUND	CITY COUNCIL	23,887.74
	DEX IMAGING LLC	PRINTING COSTS - ADMIN	GENERAL FUND	CITY ADMINISTRATION	267.93
	STAPLES BUSINESS ADVANTAGE	COPY PAPER	GENERAL FUND	CITY ADMINISTRATION	124.47
	STAPLES BUSINESS ADVANTAGE	COPY PAPER / Z TAPE	GENERAL FUND	CITY ADMINISTRATION	105.86
	STAPLES BUSINESS ADVANTAGE	SCISSORS - 3 PK	GENERAL FUND	CITY ADMINISTRATION	12.29
	SERVICE UNIFORM	FLOOR MATS FOR CITY HALL &		CITY ADMINISTRATION	64.38
	SERVICE UNIFORM	FLOOR MATS FOR CITY HALL &		CITY ADMINISTRATION	64.38
	SERVICE UNIFORM	FLOOR MATS FOR CITY HALL &		CITY ADMINISTRATION	64.38
	SERVICE UNIFORM A-1 FIRE & SAFE	FLOOR MATS FOR CITY HALL & EXTINGUISHERS INSPECT - AD		CITY ADMINISTRATION	64.38 373.21
	DARRELL S. DULLNIG	JULY COURT	GENERAL FUND	CITY ADMINISTRATION MUNICIPAL COURT	650.00
	GERALD S. REAMEY	JULY COURT	GENERAL FUND	MUNICIPAL COURT	650.00
	SERVICE UNIFORM		GENERAL FUND	PUBLIC WORKS/GOV. BLDG	66.11
	SERVICE UNIFORM			PUBLIC WORKS/GOV. BLDG	20.16
	SERVICE UNIFORM		GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.75
	SERVICE UNIFORM	UNIFORMS - PUBLIC WORKS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.75
7/18/23	A-1 FIRE & SAFE	EXTINGUISHERS INSPECT - PW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	373.21
7/18/23	AT&T MOBILITY	FIRE DEPT - HOTSPOTS, CELL		FIRE DEPARTMENT	362.91
7/18/23	A-1 FIRE & SAFE	EXTINGUISHERS INSPECT - FI	GENERAL FUND	FIRE DEPARTMENT	373.22
7/18/23		BREATHING AIR COMPRESSOR R	GENERAL FUND	FIRE DEPARTMENT	102.20
		PRINTING COSTS - POLICE	GENERAL FUND	POLICE DEPARTMENT	21.01
		EXTINGUISHERS INSPECT - PO		POLICE DEPARTMENT	373.21
		ESPINOZA ARMOR VEST	GENERAL FUND	POLICE DEPARTMENT	1,476.82
, ., .		# 522 - OIL CHANGE	GENERAL FUND	POLICE DEPARTMENT	89.96
	EDWARDS AQUIFER AUTHORITY	JULY PROGRAM FEES	WATER FUND	WATER DEPARTMENT	4,054.19
	EDWARDS AQUIFER AUTHORITY	JULY PROGRAM FEES	WATER FUND	WATER DEPARTMENT	2,252.33
	MK1 CONSTRUCTION SERVICES MK1 CONSTRUCTION SERVICES	FLOWABLE FILL - CROSSING FLOWABLE FILL - CROSSING	WATER FUND WATER FUND	WATER DEPARTMENT WATER DEPARTMENT	1,444.08 50.00-
	SERVICE UNIFORM	UNIFORMS - WATER DEPT	WATER FUND	WATER DEPARTMENT WATER DEPARTMENT	66.10
	SERVICE UNIFORM	UNIFORMS - WATER DEPT	WATER FUND	WATER DEPARTMENT	20.15
	SERVICE UNIFORM	UNIFORMS - WATER DEPT	WATER FUND	WATER DEPARTMENT	49.74
	SERVICE UNIFORM	UNIFORMS - WATER DEPT	WATER FUND	WATER DEPARTMENT	49.74
	PLAYWELL GROUP INC	PLAYGROUND SHADE STRUCTURE			59,023.53
	DAILEY WELLS COMMUNICATIONS, INC.	RADIO UPGRADES NEW P25 SYS			5,940.00
	D & D CONTRACTORS INC.	MOBILIZATION, INSURANCE, &			120,918.68
7/20/23	ACH***TML MULTISTATE IEBP	ADJUSTMENT TO AUGUST	GENERAL FUND	NON-DEPARTMENTAL	795.51
7/21/23	ACH***TX CSDU	CASE ID # 0012763109	GENERAL FUND	NON-DEPARTMENTAL	323.08
7/21/23	ACH***TX CSDU	CASE ID # 0013595137	GENERAL FUND	NON-DEPARTMENTAL	233.07
	ACH***TX CSDU	CASE ID# 0011608980	GENERAL FUND	NON-DEPARTMENTAL	140.27
		ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	1,407.06
	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	15,705.90
	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,960.65
	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL		NON-DEPARTMENTAL	104,719.84
	ACH***AMAZON.COM SERVICES INC	RETURN OF CANOPY / TENT	GENERAL FUND	CITY COUNCIL	64.68-
	ACH***SAN ANTONIO EXPRESS NEWS ACH***SAN ANTONIO EXPRESS NEWS	RFP # 2023-HR-01 PUBLIC HEARING NOTICE (07-	GENERAL FUND	CITY ADMINISTRATION CITY ADMINISTRATION	161.50 194.00
	ACH***GREAT AMERICA FINANCIAL SERVICES		GENERAL FUND	CITY ADMINISTRATION CITY ADMINISTRATION	160.00
		WATER FILTER	GENERAL FUND	CITY ADMINISTRATION	74.98
	ACH***AMAZON.COM SERVICES INC	USB MULTIMETER	GENERAL FUND	CITY ADMINISTRATION	15.19
	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	333.44
	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	33.72
	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	107.60
	ACH***AMAZON.COM SERVICES INC	20 GALLON TREE WATERING BA		FIRE DEPARTMENT	65.98
7/21/23	ACH***AMAZON.COM SERVICES INC	RETUNR SURFACE TABLET	GENERAL FUND	FIRE DEPARTMENT	79.15-
		MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	797.23
7/21/23	ACH***GREAT AMERICA FINANCIAL SERVICES	JUNE LEASE AGREEMENT	GENERAL FUND	POLICE DEPARTMENT	132.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DAIL	VENDOR NAME	DESCRIFTION	FUND	DEFARIMENT	AMOUNI_
7/21/23	ACH***AMAZON.COM SERVICES INC	HOLE PUNCH	GENERAL FUND	POLICE DEPARTMENT	8.23
	ACH***AMAZON.COM SERVICES INC	WHITE GLOVES FOR HONOR GUA		POLICE DEPARTMENT	32.97
	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	688.64
7/21/23	ACH***TX CSDU	CASE ID# 0011608980	WATER FUND	NON-DEPARTMENTAL	135.27
7/21/23	ACH***MISSION SQUARE RETIREMENT	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	64.94
7/21/23	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	788.63
7/21/23	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	144.76
7/21/23	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	8,122.01
7/21/23	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	144.78
7/24/23		FIRE ALARMS AT CITY HALL	GENERAL FUND	CITY ADMINISTRATION	370.22
	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
7/24/23		COURT LINE	GENERAL FUND	MUNICIPAL COURT	393.78
	TEXAS MED CLINIC	RAMIREZ SCREENING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	60.00
	TEXAS MED CLINIC	COLUNGA SCREENING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	60.00
	A & I TIRE AND AUTO	OIL CHANGE - BENNY TRUCK	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.27
	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG PUBLIC WORKS/GOV. BLDG	49.95 16.48
	SAN ANTONIO WATER SYSTEM SAN ANTONIO WATER SYSTEM	001497316-0145332 001497313-0145573	GENERAL FUND GENERAL FUND	PUBLIC WORKS/GOV. BLDG PUBLIC WORKS/GOV. BLDG	16.48
	SAN ANTONIO WATER SISTEM SAN ANTONIO WATER SYSTEM	001497313-0143373	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	53.27
	SAN ANTONIO WATER SYSTEM	001497321-0156129	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	41.67
	SAN ANTONIO WATER SYSTEM	001497510-0156128	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	24.29
	SAN ANTONIO WATER SYSTEM	001497512-0156127	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.70
7/24/23	SAN ANTONIO WATER SYSTEM	001497516-0156126	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.70
7/24/23	SAN ANTONIO WATER SYSTEM	001497518-0156125	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	515.86
7/24/23	SAN ANTONIO WATER SYSTEM	001497521-0156124	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.89
7/24/23	SAN ANTONIO WATER SYSTEM	001497522-0156123	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	24.29
7/24/23	AT&T	FAX & PAGER - FIRE DEPT	GENERAL FUND	FIRE DEPARTMENT	392.99
7/24/23	05 PLUMBING, LLC	TOILET & BACKFLOW PREVENTO	GENERAL FUND	FIRE DEPARTMENT	959.56
	HANK STORBECK GARAGE, INC.	P139 - VEHICLE INSPECTION		FIRE DEPARTMENT	7.00
	RALPH N. TERPOLILLI	AUGUST MEDICAL	GENERAL FUND	FIRE DEPARTMENT	450.00
	MVBA, LLC	FLANNERY COLLECTION COMMIS		FIRE DEPARTMENT	60.00
	FRAZER, LTD.	M139-LIFEPAK 15 MONITOR MO		FIRE DEPARTMENT	1,345.94
	SOUTHWEST TEXAS REGIONAL ADVISORY COUN		GENERAL FUND	FIRE DEPARTMENT	200.00
7/24/23		POLICE DEPT DISPATCH LINE		POLICE DEPARTMENT	144.88
	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	39.50
	OFFICE DEPOT OFFICE DEPOT	BREAKROOM SUPPLIES OFFICE SUPPLIES	GENERAL FUND GENERAL FUND	POLICE DEPARTMENT POLICE DEPARTMENT	66.24 99.34
	OFFICE DEPOT	BREAKROOM SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	119.97
	OFFICE DEPOT	BREAKROOM SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	65.51
, ,	NARDIS PUBLIC SAFETY	UNIFORM ITEMS - HASH MARK-		POLICE DEPARTMENT	68.25
	DPC INDUSTRIES	CHLORINE / WELL 5	WATER FUND	WATER DEPARTMENT	50.00
, , ,	DPC INDUSTRIES	CHLORINE / WELL 6	WATER FUND	WATER DEPARTMENT	30.00
, , ,	DPC INDUSTRIES	CHLORINE / WELL 7	WATER FUND	WATER DEPARTMENT	40.00
	DPC INDUSTRIES	CHLORINE / WELL 8	WATER FUND	WATER DEPARTMENT	40.00
	DPC INDUSTRIES	CHLORINE / SHAV DR	WATER FUND	WATER DEPARTMENT	40.00
	RDZ PAVING	WTR CROSS SAND - BENTOAK/W		WATER DEPARTMENT	950.00
7/24/23	CORE & MAIN LP	CASING - WATER CROSSINGS	WATER FUND	WATER DEPARTMENT	12,645.10
7/28/23	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	9,417.37
7/28/23	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT		NON-DEPARTMENTAL	9,327.68
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K CHILD BUY DOWN		NON-DEPARTMENTAL	135.39
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K CHILD BUY DOWN		NON-DEPARTMENTAL	135.39
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K FAMILY BUY DOW		NON-DEPARTMENTAL	455.10
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K FAMILY BUY DOW		NON-DEPARTMENTAL	455.10
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K SPOUSE BUY DOW		NON-DEPARTMENTAL	207.93
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K SPOUSE BUY DOWN		NON-DEPARTMENTAL	207.93
1/28/23	ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	GENEKAL FUND	NON-DEPARTMENTAL	65.80

08-14-202	23 U3:59 PM	COUNCIL A/P REPO	J R T		PA	GE: 6	
DATE	VENDOR NAME	DESCRIPTION	FUND		DEPARTMENT	AMOU	UNT_
7/28/23	ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	GENERAL	FUND	NON-DEPARTMENTAL	65.	.80
1.	ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW			NON-DEPARTMENTAL	133	
1.	ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW			NON-DEPARTMENTAL	133	
	ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	GENERAL		NON-DEPARTMENTAL		.34
	ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	GENERAL		NON-DEPARTMENTAL		.34
1.	ACH***TML MULTISTATE IEBP	HSA 3K FAMILY BUY DOWN	GENERAL		NON-DEPARTMENTAL	334	
	ACH***TML MULTISTATE IEBP	HSA 3K FAMILY BUY DOWN	GENERAL		NON-DEPARTMENTAL	334	
	ACH***TML MULTISTATE IEBP	HSA 3K SPOUSE BUY DOWN	GENERAL		NON-DEPARTMENTAL	125	
	ACH***TML MULTISTATE IEBP	HSA 3K SPOUSE BUY DOWN	GENERAL		NON-DEPARTMENTAL	125	
, -, -	ACH***TML MULTISTATE IEBP	HSA 4K-6K FAMILY BUY DOWN	GENERAL		NON-DEPARTMENTAL	209	
1.	ACH***TML MULTISTATE IEBP	HSA 4K-6K FAMILY BUY DOWN	GENERAL		NON-DEPARTMENTAL	209	
	ACH***TML MULTISTATE IEBP	HSA 4K-6K SPOUSE BUY DOWN	GENERAL		NON-DEPARTMENTAL		.98
1.	ACH***TML MULTISTATE IEBP	HSA 4K-6K SPOUSE BUY DOWN	GENERAL		NON-DEPARTMENTAL		.98
1.	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL		NON-DEPARTMENTAL		.75
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL		NON-DEPARTMENTAL		.75
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL		NON-DEPARTMENTAL	127	
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL			127	
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL		NON-DEPARTMENTAL NON-DEPARTMENTAL		.43
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL		NON-DEPARTMENTAL		.43
, -, -	ACH***TML MULTISTATE IEBP	HSA Contribution	GENERAL		NON-DEPARTMENTAL	458	
	ACH***TML MULTISTATE IEBP	HSA Contribution	GENERAL		NON-DEPARTMENTAL	458	
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL		NON-DEPARTMENTAL		.20
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL		NON-DEPARTMENTAL		.20
	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL		NON-DEPARTMENTAL	321	
	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL		NON-DEPARTMENTAL	321	
	ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR			NON-DEPARTMENTAL		.93
, -, -	ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR			NON-DEPARTMENTAL		.93
	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL		NON-DEPARTMENTAL		.48
1.	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL		NON-DEPARTMENTAL		.48
1.	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL		NON-DEPARTMENTAL		.56
	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL		NON-DEPARTMENTAL		.56
	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT			CITY ADMINISTRATION	3,404	
	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT			CITY ADMINISTRATION	3,404	
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE	GENERAL		CITY ADMINISTRATION	537	
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE	GENERAL		CITY ADMINISTRATION	537	
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE HRA	GENERAL		CITY ADMINISTRATION	137	
1.	ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE HRA	GENERAL		CITY ADMINISTRATION	137	
1.	ACH***TML MULTISTATE IEBP	COPAY 1K-3K SPOUSE BUY DOW			CITY ADMINISTRATION	337	
	ACH***TML MULTISTATE IEBP	COPAY 1K-3K SPOUSE BUY DOW			CITY ADMINISTRATION	337	
	ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD BUY DOWN	GENERAL		CITY ADMINISTRATION	326	
	ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD BUY DOWN	GENERAL		CITY ADMINISTRATION	326	
	ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL		CITY ADMINISTRATION		.10
1.	ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL		CITY ADMINISTRATION		.10
	ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD HSA	GENERAL		CITY ADMINISTRATION		.09
	ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD HSA	GENERAL		CITY ADMINISTRATION		.09
	ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL		CITY ADMINISTRATION		.72
7/28/23	ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL	FUND	CITY ADMINISTRATION	1	.72
	ACH***TML MULTISTATE IEBP	HSA 4K-6K SPOUSE BUY DOWN			CITY ADMINISTRATION	337	
	ACH***TML MULTISTATE IEBP	HSA 4K-6K SPOUSE BUY DOWN	GENERAL		CITY ADMINISTRATION	337	
	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL		CITY ADMINISTRATION		.38
	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL		CITY ADMINISTRATION		.38
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL		CITY ADMINISTRATION		.32
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL		CITY ADMINISTRATION		.32
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL		CITY ADMINISTRATION		.04
	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL		CITY ADMINISTRATION		.04
	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL		CITY ADMINISTRATION		.42

08-14-2023 03:59 PM	COUNCIL A/P REP	ORT	PAGE:	7
DATE VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION	7.42
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	17.62
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	17.62
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	17.55
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	17.55
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.19
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.19
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	4.28
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	4.28
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	CITY ADMINISTRATION	7.52
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	CITY ADMINISTRATION	7.52
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	338.80
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	338.80
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	5.85
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	5.85
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,115.07
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,094.63
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	164.68
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	164.68
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	171.81
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	171.81
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	227.85
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	227.85
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K HSA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	109.65
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K HSA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	109.65
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	277.14
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	277.14
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	227.20
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	227.20
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	42.71
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	42.71
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.27
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.27
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	6.45
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	6.45
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	14.58
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	14.58
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.85
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.85
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.25
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.25
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1.83
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1.83
7/28/23 ACH***SUN COAST RESOURCES, INC	FUEL - PUBLIC WORKS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	783.57
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT		FIRE DEPARTMENT	7,684.53
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT		FIRE DEPARTMENT	7,538.45
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K FAMILY BUY DOW		FIRE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K FAMILY BUY DOW		FIRE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY HSA 3K EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	1,594.95
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY HSA 3K FAMILY BUY DOWN	GENERAL FUND	FIRE DEPARTMENT	1,594.95 337.50
7/28/23 ACH***TML MULTISTATE IEBP 7/28/23 ACH***TML MULTISTATE IEBP		GENERAL FUND	FIRE DEPARTMENT FIRE DEPARTMENT	337.50
	HSA 3K FAMILY BUY DOWN HSA 3K HSA FUNDS	GENERAL FUND GENERAL FUND		767.55
7/28/23 ACH***TML MULTISTATE IEBP 7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K HSA FUNDS	GENERAL FUND	FIRE DEPARTMENT FIRE DEPARTMENT	767.55
	HSA 4K-6K EMPLOYEE ONLY			741.84
7/28/23 ACH***TML MULTISTATE IEBP 7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY HSA 4K-6K EMPLOYEE ONLY	GENERAL FUND GENERAL FUND	FIRE DEPARTMENT FIRE DEPARTMENT	741.84
,,20,20 non ind modificials indi	HOLL THE OIL DELL DOLLER ONTIL	OPMPINITY LOND	TIM DULIMITENT	771.07

00-14-2023 03.39 FM	COONCIL A/F KEF	OKI	PAG	JE. 0
DATE VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K FAMILY BUY DOWN	GENERAL FUND	FIRE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K FAMILY BUY DOWN	GENERAL FUND	FIRE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	FIRE DEPARTMENT	608.16
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	FIRE DEPARTMENT	608.16
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	FIRE DEPARTMENT	18.30
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	FIRE DEPARTMENT	18.30
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	142.20
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	142.20
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	63.96
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	63.96
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	22.20
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	22.20
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	58.50
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	58.50
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	35.10
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	35.10
7/28/23 ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR	GENERAL FUND	FIRE DEPARTMENT	3.85
7/28/23 ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR	GENERAL FUND	FIRE DEPARTMENT	3.85
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	27.72
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	27.72
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	12.84
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	12.84
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	FIRE DEPARTMENT	3.76
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	GENERAL FUND	FIRE DEPARTMENT	3.76
7/28/23 ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	2,200.08
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	7,058.36
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	7,038.20
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE	GENERAL FUND	POLICE DEPARTMENT	1,343.45
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE	GENERAL FUND	POLICE DEPARTMENT	1,343.45
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE HRA	GENERAL FUND	POLICE DEPARTMENT	344.05
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 1K-3K EE HRA	GENERAL FUND	POLICE DEPARTMENT	344.05
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	675.00
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	675.00
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE	GENERAL FUND	POLICE DEPARTMENT	210.46
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE	GENERAL FUND	POLICE DEPARTMENT	210.46
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE HRA	GENERAL FUND	POLICE DEPARTMENT	127.04
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE HRA	GENERAL FUND	POLICE DEPARTMENT	127.04
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	683.55
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	683.55
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K HSA FUNDS	GENERAL FUND	POLICE DEPARTMENT	328.95
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K HSA FUNDS	GENERAL FUND	POLICE DEPARTMENT	328.95
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K SPOUSE BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K SPOUSE BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	326.41
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	326.41
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	370.92
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	370.92
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD HSA	GENERAL FUND	POLICE DEPARTMENT	11.09
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K CHILD HSA	GENERAL FUND	POLICE DEPARTMENT	11.09
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	POLICE DEPARTMENT	304.08
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	GENERAL FUND	POLICE DEPARTMENT	304.08
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	36.60
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DATE VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	36.60
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	156.42
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	156.42
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	42.64
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	42.64
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	38.02
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	38.02
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	25.90
7/28/23 ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	25.90
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	81.90
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	81.90
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	17.55
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	17.55
7/28/23 ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR	GENERAL FUND	POLICE DEPARTMENT	7.70
7/28/23 ACH***TML MULTISTATE IEBP	VISION - EMPLOYEE & CHILDR	GENERAL FUND	POLICE DEPARTMENT	7.70
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	30.80
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	30.80
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	8.56
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	8.56
7/28/23 ACH***TML MULTISTATE IEBP		GENERAL FUND	POLICE DEPARTMENT	11.28
7/28/23 ACH***TML MULTISTATE IEBP		GENERAL FUND	POLICE DEPARTMENT	11.28
7/28/23 ACH***SUN COAST RESOURCES, INC	FUEL - POLICE	GENERAL FUND	POLICE DEPARTMENT	776.09
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT		NON-DEPARTMENTAL	653.74
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT		NON-DEPARTMENTAL	707.34
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN		NON-DEPARTMENTAL	32.90
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN		NON-DEPARTMENTAL	32.90
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW		NON-DEPARTMENTAL	45.94
7/28/23 ACH***TML MULTISTATE IEBP 7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW HSA 3K CHILD BUY DOWN	WATER FUND	NON-DEPARTMENTAL NON-DEPARTMENTAL	45.94 31.18
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	WATER FUND	NON-DEPARTMENTAL	31.18
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	7.37
7/28/23 ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	7.37
7/28/23 ACH***TML MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	12.27
7/28/23 ACH***TML MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	12.27
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	0.80
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	0.80
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	4.37
7/28/23 ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	4.37
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	WATER FUND	NON-DEPARTMENTAL	3.16
7/28/23 ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	WATER FUND	NON-DEPARTMENTAL	3.16
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,360.75
7/28/23 ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,472.28
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	WATER FUND	WATER DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K CHILD BUY DOWN	WATER FUND	WATER DEPARTMENT	337.50
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE	WATER FUND	WATER DEPARTMENT	210.46
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE	WATER FUND	WATER DEPARTMENT	210.46
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE HRA	WATER FUND	WATER DEPARTMENT	127.04
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K EE HRA	WATER FUND	WATER DEPARTMENT	127.04
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW		WATER DEPARTMENT	172.82
7/28/23 ACH***TML MULTISTATE IEBP	COPAY 3K-6K SPOUSE BUY DOW		WATER DEPARTMENT	172.82
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	WATER FUND	WATER DEPARTMENT	165.69
7/28/23 ACH***TML MULTISTATE IEBP	HSA 3K CHILD BUY DOWN	WATER FUND	WATER DEPARTMENT	165.69
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	91.68
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	91.68
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	WATER FUND	WATER DEPARTMENT	75.16
7/28/23 ACH***TML MULTISTATE IEBP	HSA 4K-6K HSA FUNDS	WATER FUND	WATER DEPARTMENT	75.16

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DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	42.45
	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	42.45
	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	9.74 9.74
	ACH***TML MULTISTATE IEBP ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE HRA/HSA FEE	WATER FUND WATER FUND	WATER DEPARTMENT WATER DEPARTMENT	4.63
	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	4.63
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	14.60
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	14.60
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	5.85
	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	5.85
7/28/23	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	6.12
7/28/23	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	6.12
7/28/23	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	WATER FUND	WATER DEPARTMENT	5.69
7/28/23	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE & SPOUSE	WATER FUND	WATER DEPARTMENT	5.69
7/28/23	ACH***SUN COAST RESOURCES, INC	FUEL - WATER DEPT	WATER FUND	WATER DEPARTMENT	391.79
7/31/23	FROST - VISA DEBIT CARD	BUDGET WORKSHOP FOOD	GENERAL FUND	CITY COUNCIL	71.37
	FROST - VISA DEBIT CARD	WERNER, MILLER, HILL, KUYKEN		CITY COUNCIL	2,040.00
	FROST - VISA DEBIT CARD	TMCCP LEGIS. UPDATES - HET		CITY ADMINISTRATION	300.00
	FROST - VISA DEBIT CARD	JOTFORM SUBSCIPTION	GENERAL FUND	CITY ADMINISTRATION	375.84
	FROST - VISA DEBIT CARD	JULY - PASSWORD MONITORING		CITY ADMINISTRATION	146.00
	FROST - VISA DEBIT CARD	DEPOSIT SLIPS	GENERAL FUND	CITY ADMINISTRATION	223.23
, - , -	FROST - VISA DEBIT CARD	INTERNATIONAL CARD FEE	GENERAL FUND	CITY ADMINISTRATION	0.71
	FROST - VISA DEBIT CARD	INCORRECT CHARGE LAST MONT		CITY ADMINISTRATION	15.13-
	FROST - VISA DEBIT CARD	AUDIO MIXING SOFTWARE - MT		CITY ADMINISTRATION	70.80
	FROST - VISA DEBIT CARD	TAX REFUND - JOTFORM	GENERAL FUND	CITY ADMINISTRATION	27.84-
	INTRUDER ALERT SYSTEMS UPS STORE #4997	BLDG SECURITY CELLULAR COM SHIPPING - RETURN CANOPY	GENERAL FUND	CITY ADMINISTRATION CITY ADMINISTRATION	463.48 5.41
	JANI KING OF SAN ANTONIO	AUGUST MONTHLY CLEANING	GENERAL FUND	CITY ADMINISTRATION	767.25
	JACOB ROJAS / SUPERIOR IRRIGATION	CITY HALL IRRIGATION REPAI		CITY ADMINISTRATION	2,059.00
	JACOB ROJAS / SUPERIOR IRRIGATION	CITY HALL IRRIGATION REPAI		CITY ADMINISTRATION	285.00
	ASTOUND BUSINESS SOLUTIONS	JULY - INTERNET AND PHONE		CITY ADMINISTRATION	1,174.45
	FROST - VISA DEBIT CARD	COURT TRAINING LEGISLATIVE		MUNICIPAL COURT	150.00
	FROST - VISA DEBIT CARD	BOOTS: MIKE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	189.99
	FROST - VISA DEBIT CARD	PRE-EMPLOYMENT - VILLARREA		PUBLIC WORKS/GOV. BLDG	60.00
7/31/23	A & I TIRE AND AUTO	2019 F250 OIL CHANGE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	254.90
7/31/23	T MOBILE	COMMUNICATION / SECURITY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.04
7/31/23	T MOBILE	COMMUNICATION / SECURITY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.04
7/31/23	CINTAS	FIRST AID RPLC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	149.06
, - , -	FROST - VISA DEBIT CARD	TAMUSA TESTING FEE - VASQU	GENERAL FUND	FIRE DEPARTMENT	50.00
	FROST - VISA DEBIT CARD	M139 - SEAT UPHOLSTERY REP		FIRE DEPARTMENT	380.00
	FROST - VISA DEBIT CARD	CH139 - SURFACE COMPUTER M		FIRE DEPARTMENT	164.19
	FROST - VISA DEBIT CARD	EMS CERT RENEWAL - SWOBODA		FIRE DEPARTMENT	96.00
	UPS STORE #4997	LAWERENCE FACTOR-AIR SAMPL		FIRE DEPARTMENT	14.82
	AXCESS HOSE & LADDER CO	ANNUAL PUMP TEST - 139 & P		FIRE DEPARTMENT	800.00
7/31/23		UNIFORMS	GENERAL FUND GENERAL FUND	FIRE DEPARTMENT	35.39
7/31/23		UNIFORMS-HONOR GUARD		FIRE DEPARTMENT	31.68
	CITY OF SAN ANTONIO LIFECROWN	PUBLIC SAFETY RADIO - FIRE HOSE IDENTIFIER	GENERAL FUND	FIRE DEPARTMENT	468.00 210.00
	AUTOZONE	217 EXPLORER - 2X AIR FILT		FIRE DEPARTMENT POLICE DEPARTMENT	61.47
	SOUTHWEST PUBLIC SAFETY		GENERAL FUND	POLICE DEPARTMENT POLICE DEPARTMENT	31.04
	FROST - VISA DEBIT CARD		GENERAL FUND	POLICE DEPARTMENT	87.00
	FROST - VISA DEBIT CARD		GENERAL FUND	POLICE DEPARTMENT	479.56
	FROST - VISA DEBIT CARD	WIPER BLADES, AIR FILTERS		POLICE DEPARTMENT	74.31
	FROST - VISA DEBIT CARD	HONOR GUARD SHOULDER CORDS		POLICE DEPARTMENT	107.94
	FROST - VISA DEBIT CARD		GENERAL FUND	POLICE DEPARTMENT	30.00
	FROST - VISA DEBIT CARD	# 514 - VEHICLE REGISTRATI		POLICE DEPARTMENT	9.50
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DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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7/31/23	FROST - VISA DEBIT CARD	FROST - VISA DEBIT CARD	GENERAL FUND	POLICE DEPARTMENT	113.66
7/31/23	FROST - VISA DEBIT CARD	LEGISLATIVE FEE	GENERAL FUND	POLICE DEPARTMENT	2.00
7/31/23	ALTEX ELECTRONICS, LTD.	POWER, CAT5, PHONE CABLES	GENERAL FUND	POLICE DEPARTMENT	53.89
7/31/23	CITY OF SAN ANTONIO	PUBLIC SAFETY RADIO - POLI	GENERAL FUND	POLICE DEPARTMENT	630.00
7/31/23	BRAVOS AUTO CARE 2 LLC	WRONG VENDORE S/B VALVOLIN	GENERAL FUND	POLICE DEPARTMENT	89.96-
7/31/23	BRAVOS AUTO CARE 2 LLC	# 522 - OIL CHANGE	GENERAL FUND	POLICE DEPARTMENT	89.96
7/31/23	BRAVOS AUTO CARE 2 LLC	# 526 - TIRE REPAIR	GENERAL FUND	POLICE DEPARTMENT	25.50
7/31/23	BRAVOS AUTO CARE 2 LLC	# 524 - AC REPAIR	GENERAL FUND	POLICE DEPARTMENT	134.36
7/31/23	VALVOLINE	# 514 - OIL CHANGE	GENERAL FUND	POLICE DEPARTMENT	75.58
7/31/23	VALVOLINE	# 520 - OIL CHANGE	GENERAL FUND	POLICE DEPARTMENT	75.58
7/31/23	SORCERERS APPRINTICE	HEALTH INSPECTION FORMS	GENERAL FUND	DEVELOPMENT SERVICES	78.00
7/31/23	ADVANCED WATER WELL TECHNOLOGIES	WELDING FOR CASING - WATER	WATER FUND	WATER DEPARTMENT	2,424.92
7/31/23	GRAINGER	PIPE RACK SUPPORTS	WATER FUND	WATER DEPARTMENT	128.00
7/31/23	DPC INDUSTRIES	CHLORINE CYLINDER - WELL #	WATER FUND	WATER DEPARTMENT	711.83
7/31/23	DPC INDUSTRIES	CHLORINE CYLINDER - WELL #	WATER FUND	WATER DEPARTMENT	474.55
7/31/23	DPC INDUSTRIES	CHLORINE CYLINDER - WELL #	WATER FUND	WATER DEPARTMENT	474.55
7/31/23	DPC INDUSTRIES	CHLORINE CYLINDER - WELL #	WATER FUND	WATER DEPARTMENT	237.28
7/31/23	T MOBILE	COMMUNICATION / SECURITY	WATER FUND	WATER DEPARTMENT	35.04
7/31/23	T MOBILE	COMMUNICATION / SECURITY	WATER FUND	WATER DEPARTMENT	35.04
7/31/23	MK1 CONSTRUCTION SERVICES	FLOWABLE FILL - CROSSING	WATER FUND	WATER DEPARTMENT	910.80
7/31/23	FERGUSON WATERWORKS # 1106	FLOW REGULATOR - WATER CRO	WATER FUND	WATER DEPARTMENT	1,359.24
7/31/23	SOUTHWEST PUBLIC SAFETY	# 527 & 528 - NEW EQUIPMEN	CRIME CONTROL DIST	POLICE DEPARTMENT	20,356.92
7/31/23	SOUTHWEST PUBLIC SAFETY	#527 - RADAR CABLE INSTALL	CRIME CONTROL DIST	POLICE DEPARTMENT	45.00
7/31/23	SOUTHWEST PUBLIC SAFETY	# 527 & # 528 NEW INSTALL	CRIME CONTROL DIST	POLICE DEPARTMENT	7,000.00
7/31/23	AUDREY HUTCHINS	CARICATURE - NNO EVENT	CRIME CONTROL DIST	POLICE DEPARTMENT	125.00
7/31/23	FROST - VISA DEBIT CARD	RPLC SEATING FIRE STATION	AMER RESCUE PLAN A	FIRE DEPARTMENT	2,562.30
7/31/23	FROST - VISA DEBIT CARD	PATROL ROOM WALL PLAQUE	AMER RESCUE PLAN A	POLICE DEPARTMENT	313.95
7/31/23	FROST - VISA DEBIT CARD	CURB CUTS - HOLES OF SA	AMER RESCUE PLAN A	POLICE DEPARTMENT	550.00
7/31/23	DE LA GARZA FENCE & SUPPLY CO	GATE CHAIN REPLACEMENT	AMER RESCUE PLAN A	POLICE DEPARTMENT	225.00
				TOTAL:	763,233.56

====	===== FUND TOTALS ====	
10	GENERAL FUND	462,712.78
20	WATER FUND	78,089.22
40	CRIME CONTROL DISTRICT	27,757.49
42	PEG FUNDS	3,407.11
52	CHILD SAFETY FUND	1,733.50
58	AMER RESCUE PLAN ACT FUND	68,614.78
60	STREET PROJECTS FUND	120,918.68
	GRAND TOTAL:	763,233.56

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SELECTION CRITERIA

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SELECTION OPTIONS

01-CITY OF SHAVANO PARK

VENDOR SET: VENDOR: All CLASSIFICATION: All BANK CODE:

0/00/0000 THRU 99/99/9999 ITEM DATE:

ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00

GL POST DATE: 0/00/0000 THRU 99/99/9999 CHECK DATE: 7/01/2023 THRU 7/31/2023

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PAYROLL SELECTION

PAYROLL EXPENSES: NO

EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date By Date SEQUENCE: DESCRIPTION: Distribution

GL ACCTS: YES REPORT TITLE: C O U N C I L A/P R E P O R T

SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES INCLUDE OPEN ITEM:NO

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.1

Prepared by: Curtis Leeth Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

Discussion / action – Non-Exclusive Public Right-of-Way License Agreement with Google Fiber Texas, LLC to install, maintain, operate, and control a fiber optic infrastructure network in Public Right-of-Way for the purpose of offering communications services in the City of Shavano Park – Assistant City Manager / Google Fiber



**Attachments for Reference:** 

1) 8.1a Right-of-Way License Agreement

**BACKGROUND / HISTORY:** At the May 16, 2022 City Council Meeting Alderman Miller and Assistant City Manager Leeth presented a vision for bringing High-Speed Internet to Shavano Park. This vision included increasing availability of fiber internet service direct to homes and businesses in the City.

Alderman Miller created an Internet Working Group with Al Walea and Dennis Strong, both residents with strong backgrounds in the information technology field. The Internet Working Group and City staff engaged all local Internet Service Providers (ISPs) to encourage capital investment in Shavano Park: AT&T, Spectrum, Google Fiber, Astound (Grande), and FiberLight.

Assistant City Manager Leeth presented updates to Council on the Internet Working Group's work at the September 19, 2022 and May 22, 2023 City Council meetings.

The Internet Working Group met with Google Fiber executives on July 13<sup>th</sup>. At the meeting Google Fiber expressed interest in extending their fiber network to all of subdivisions of Shavano Park – both to HOAs like Bentley Manor and Willow Wood with private streets but also non-HOA areas with public streets like Old Shavano Park.

**DISCUSSION:** Google Fiber's first deployment step is to get a Right-of-Way Access Agreement with the City because they are not a traditional cable/TV provider like AT&T/Spectrum/Astound with state-wide franchise agreements, but solely an internet provider. Service is currently only for residential but Google Fiber may at a future date expand services to business customers as well.

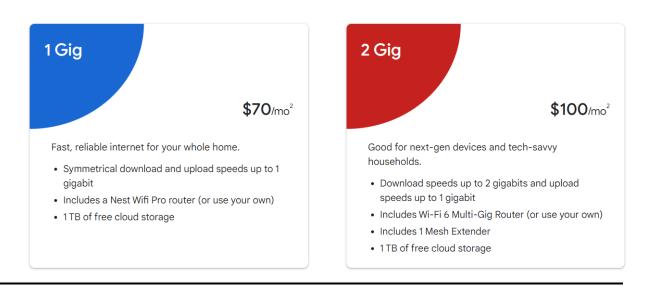
Google Fiber has a real estate team that coordinates with HOAs to get Right-of-Access Agreements. This would be a legal agreement between the HOA and Google Fiber with all negotiation and terms in control of the HOA and not the City. Google Fiber indicated to City that

they always seek to secure a right-of-way agreement with the City before moving to the HOAs for right-of-access agreements.

Assistant City Manager Leeth and Google Fiber will present Google Fiber's deployment plans and internet service offerings for Shavano Park at the September 18, 2023 meeting.

Google Fiber's two internet service plans (no phone or cable TV, just internet):

# Two simple plans. Fast and faster.



**COURSES OF ACTION:** Approve Public Right-of-Way License Agreement with Google Fiber as presented; propose additional amendments or decline and take no action and provide guidance to City staff.

**FINANCIAL IMPACT:** 1% franchise fee would result in roughly \$0.70 per Google Fiber customer per month. Difficult to forecast but could grow upwards to \$12,000 annually (\$0.70 x 1,400 homes x 12 months).

**MOTION REQUESTED:** Motion to approve Non-Exclusive Public Right-of-Way License Agreement with Google Fiber Texas, LLC to install, maintain, operate, and control a fiber optic infrastructure network in Public Right-of-Way for the purpose of offering communications services in the City of Shavano Park

Google	Fiber	Contract No.	

#### NON-EXCLUSIVE PUBLIC ROW LICENSE AGREEMENT

This Non-Exclusive Public ROW License Agreement ("Agreement") is by and between City of Shavano Park, a city organized and existing under the laws of the State of Texas ("City"), and Google Fiber Texas, LLC, a Texas limited liability company, and its direct parent, and its direct parent's subsidiaries, successors, or assigns ("Licensee").

#### **RECITALS**

- A. City has jurisdiction over the use of the public rights-of-way in City ("Public ROW").
- B. Licensee desires, and City desires to permit Licensee, to install, maintain, operate, and control a fiber optic infrastructure network in Public ROW ("Network") for the purpose of offering communications services ("Services"), including broadband Internet access service as defined in 47 C.F.R. § 8.1(b) ("Broadband Internet Services") and Voice over Internet Protocol services, but excluding multichannel video programming services that would be subject to a video services franchise and telecommunications services as defined in 47 C.F.R. § 153(53), to residents and businesses in City ("Customers").
- C. The Network consists of equipment and facilities that may include aerial or underground fiber optic cables, lines, wires, or strands; underground conduits, vaults, access manholes and handholes; electronic equipment; power generators; batteries; pedestals; boxes; cabinets; vaults; and other similar facilities ("Network Facilities").

#### **AGREEMENT**

In consideration of the mutual promises made below, City and Licensee agree as follows:

#### 1. Permission to Use and Occupy.

- 1.1. Permission to Use and Occupy Public ROW. City grants Licensee permission to use and occupy the Public ROW (the "License") for the purpose of constructing, installing, repairing, maintaining, operating, and if necessary removing the Network and the related Network Facilities (the "Work"). This Agreement and the License do not authorize Licensee to use any property other than the Public ROW as agreed herein. Licensee's use of any other City property, including poles and conduits, will be governed under a separate Agreement regarding that use.
- 1.2. <u>Subject to State and Local Law</u>. This Agreement and the License are subject to City's valid authority under state and local laws as they exist now or may be amended from time-to-time, and subject to the conditions set forth in this Agreement. In the event of a material conflict between the terms of local law and this Agreement, the applicable provisions of this Agreement will prevail.
- 1.3. <u>Subject to City's Right to Use Public ROW</u>. This Agreement and the License are subject and subordinate to City's prior and continuing right to use the Public ROW, including constructing, installing, operating, maintaining, repairing, or removing

- sewers, water pipes, storm drains, gas pipes, utility poles, overhead and underground electric lines and related facilities, and other public utility and municipal uses.
- 1.4. <u>Subject to Pre-Existing Property Interests</u>. City's grant of the License is subject to all valid pre-existing easements, restrictions, conditions, covenants, encumbrances, claims of title or other property interests that may affect the Public ROW. Licensee will obtain at its own cost and expense any permission or rights as may be necessary to accommodate such pre-existing property interests.
- 1.5. <u>No Grant of Property Interest</u>. The License does not grant or convey any property interest.
- 1.6. Non-Exclusive. The License is not exclusive. City expressly reserves the right to grant licenses, permits, franchises, privileges or other rights to any other individual, corporation, partnership, limited liability company, trust, joint stock company, business trust, unincorporated association, joint venture, governmental authority or other entity of any nature whatsoever ("Person"), as well as the right in its own name as a City, to use Public ROW for similar or different purposes allowed Licensee under this Agreement.

#### 2. Licensee's Obligations.

- 2.1. <u>Individual Permits Required</u>. Licensee will obtain City's approval of required individual encroachment, construction, and other necessary permits before placing its Network Facilities in the Public ROW or other property of City as authorized. Licensee will pay all lawful processing, field marking, engineering, and inspection fees associated with the issuance of individual permits by City.
- 2.2. <u>Licensee's Sole Cost and Expense</u>. Licensee will perform the Work at its sole cost and expense.
- 2.3. <u>Compliance with Laws</u>. Licensee will comply with all applicable laws and regulations when performing the Work. Licensee will place its Network Facilities in conformance with the required permits, plans, and drawings approved by City.
- 2.4. <u>Reasonable Care</u>. Licensee will exercise reasonable care when performing the Work and will use commonly accepted practices and equipment to minimize the risks of personal injury, property damage, soil erosion, and pollution of surface or groundwater.
- 2.5. <u>No Nuisance</u>. Licensee will maintain its Network Facilities in good and safe condition so that its Network Facilities do not cause a public nuisance.
- 2.6. Repair. Licensee will promptly repair any damage to the Public ROW, City property, or private property if such damage is directly caused by Licensee's Work and no other Person is responsible for the damage (e.g., where a Person other than Licensee fails to accurately or timely locate its underground facilities as required by applicable law). Licensee will repair the damaged property in accordance with Chapter 34, Article V of the City of Shavano Park Code of Ordinances, unless a deviation is approved by permit or an authorized representative of the City. Licensee's obligation under this

Section 2.6 will be limited by, and consistent with, any applicable seasonal or other restrictions on construction or restoration work.

- 2.7. <u>As-Built Drawings and Maps</u>. Licensee will maintain accurate as-built drawings and maps of its Network Facilities located in City and will provide them to City upon reasonable request and on a mutually-agreed timetable (e.g., piecemeal following the closure of each permit, or all at once after all the Work is complete), subject to applicable confidentiality protections.
- 2.8. <u>Network Design</u>. Nothing in this Agreement requires Licensee to build to all areas of City, and Licensee retains the discretion to determine the scope, location, and timing of the design and construction of the Network.

#### 3. City's Obligations.

- 3.1. Emergency Removal or Relocation by City. In the event of a public emergency that creates an imminent threat to the health, safety, or property of City or its residents, City may remove or relocate the applicable portions of the Network Facilities without prior notice to Licensee. City will, however, make best efforts to provide prior notice to Licensee before making an emergency removal or relocation. In any event, City will promptly provide to Licensee a written description of any emergency removals or relocations of Licensee's Network Facilities. Licensee will reimburse City for its actual, reasonable, and documented costs or expenses incurred for any such work performed by City, the direct cause of which was Licensee's construction, installation, operation, maintenance, repair, or removal of its Network Facilities. Licensee's obligation to reimburse City under this section will be separate from Licensee's obligation to pay the License Fee (as defined below).
- 3.2. Relocation to Accommodate Governmental Purposes. If Licensee's then-existing Network Facilities would interfere with City's planned use of the Public ROW or other City property for a legitimate governmental purpose, such as the construction, installation, repair, maintenance, or operation of a new water, sewer, or storm drain line, or a public road, curb, gutter, sidewalk, park, or recreational facility, Licensee will, upon written notice from City, relocate its Network Facilities at Licensee's own expense to such other location or locations in the Public ROW as may be mutually agreed by the parties, taking into account the needs of the City's governmental purpose and Licensee's interest in maintaining the integrity and stability of its Network. Licensee will relocate its Network Facilities within a commercially reasonable period of time agreed to by the parties, taking into account the urgency of the need for relocation, the difficulty of the relocation, and other relevant facts and circumstances, except that City may not require Licensee to relocate or remove its Network Facilities with less than one hundred eighty (180) days' notice.
- 3.3. Relocation to Accommodate Non-Governmental Purposes. If Licensee's then-existing Network Facilities would interfere with (a) City's planned use of the Public ROW for a non-governmental (e.g., commercial) purpose, or (b) a third-party's use of the Public ROW, Licensee will not be required to relocate its Network Facilities.

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- 3.4. <u>Non-Discrimination</u>. City will at all times treat Licensee in a non-discriminatory manner as compared to other non-incumbent holders of local or state franchise authority offering facilities-based broadband Internet access services.
- 3.5. Any agreements between City and Licensee that provide Licensee access to public infrastructure, poles, conduits, assets, and Public ROW will be available to other network operators that offer broadband Internet access services, on rates, terms, and conditions that are as favorable as those City provides Licensee for the same access (recognizing that the equivalent consideration afforded by other service providers may be different from the License Fee).
- 3.6. Post-Removal Restoration of Public ROW. When removal or relocation is required under this Agreement, Licensee will, after the removal or relocation of the Network Facilities, at its own cost, repair and return the Public ROW in which the facilities were located to a safe and satisfactory condition in accordance with the construction-related conditions and specifications as established under Chapter 34, Article V of the City of Shavano Park Code of Ordinances, unless a deviation is approved by permit or an authorized representative of the City.

#### 4. Contractors and Subcontractors.

- 4.1. <u>Use of Contractors and Subcontractors</u>. Licensee may retain contractors and subcontractors to perform the Work on Licensee's behalf.
- 4.2. <u>Contractors to be Licensed</u>. Licensee's contractors and subcontractors used for the Work will be properly licensed under applicable law.
- 4.3. <u>Authorized Individuals</u>. Licensee's contractors and subcontractors may submit individual permit applications to City on Licensee's behalf, so long as the permit applications are signed by individuals that Licensee has authorized to act on its behalf via a letter of authorization provided to City in the form attached as **Exhibit A** ("Authorized Individuals"). City will accept permit applications under this Agreement submitted and signed by Authorized Individuals, and will treat those applications as if they had been submitted by Licensee under this Agreement.
- 5. <u>License Fee</u>. Licensee will pay City a fee ("License Fee") to compensate City for Licensee's use and occupancy of Public ROW pursuant to the License. Licensee and City acknowledge and agree that the License Fee provides fair and reasonable compensation for Licensee's use and occupancy of Public ROW and other City property as authorized. The License Fee will begin accruing on the Effective Date (as defined herein) and will be calculated as set forth in Section 5.1.
  - 5.1. <u>License Fee</u>. Licensee will pay City one percent (1%) (the "**Revenue Percentage**") of Gross Revenues for a calendar quarter, remitted within forty five (45) days of the end of each calendar quarter, commencing on the first date on which Licensee receives any Gross Revenues (as defined below). The payment will be accompanied by a report showing the basis for the computation and such other relevant facts as may be required by City to determine the accuracy of the payment.

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- 5.1.1. As used herein, "Gross Revenues" means all consideration of any kind or nature, including without limitation, cash, credits, property, and in-kind contributions (services or goods) received by Licensee from Customers for Broadband Internet Services that are provided to Customers through Network Facilities located at least in part in Public ROW.
- 5.1.2. Gross Revenues do not include:
  - (i) any revenue not actually received, even if billed, such as bad debt;
  - (ii) refunds, rebates, or discounts made to Customers, or City;
  - (iii) revenue received from the sale of Broadband Internet Services for resale in which the purchaser is required to collect and remit similar fees from the purchaser's customer;
  - (iv) revenue derived from the provision of Broadband Internet Services to Customers where none of the Network Facilities used to provide such Broadband Internet Services are located in Public ROW:
  - (v) any forgone revenue from Licensee's provision of Broadband Internet Services to Customers at no charge if required by state law;
  - (vi) any revenue derived from advertising;
  - (vii) any revenue derived from Services other than Broadband Internet Services, including without limitation, any revenue derived from rental of modems or other equipment used to provide or facilitate the provision of the Broadband Internet Services;
  - (viii) any revenue derived from referral or marketing agreements with third party providers of online services which Licensee may make available to Customers:
  - (ix) any tax of general applicability imposed upon Licensee or its
    Customers by City or by any state, federal, or any other governmental
    entity, and required to be collected by Licensee and remitted to the
    taxing entity (including but not limited to sales and use tax, gross
    receipts tax, excise tax, utility users tax, public service tax,
    communications taxes, and fees not imposed by this Agreement);
  - (x) any forgone revenue from Licensee's provision, in Licensee's discretion, of free or reduced cost Broadband Internet Services to any Person, including without limitation employees of Licensee; provided, however, that any forgone revenue which Licensee chooses not to receive in exchange for trades, barters, services, or other items of value will be included in Gross Revenues; and
  - (xi) sales of capital assets or sales of surplus equipment.

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- 5.2. <u>Pass Through</u>. Licensee may identify and collect, as a separate item on the regular bill of any Customer whose Broadband Internet Services are provided by Network Facilities located at least in part in Public ROW, that Customer's pro rata amount of the License Fee.
- 5.3. <u>Accounting</u>. Pursuant to an audit under Section 5.4 below, Licensee will provide an accounting of the quarterly License Fee paid to City to the extent reasonably necessary to ensure compliance with this Section 5.
- 5.4. Right to Audit. City may audit the business records of the Licensee every four (4) years; however, if the City discovers a discrepancy during an audit, the City may conduct annual audits until the discrepancy is resolved, then return to the four (4) year audit schedule.
- 5.5. Interest on Late Payments. Any payments that are due and payable under this Agreement that are not received within sixty (60) days from the specified due date will be assessed interest at an annual rate equal to the prevailing commercial prime interest rate in effect upon the due date.
- 5.6. <u>Compensation/Audit Disputes</u>. The City may, in the event of a dispute concerning compensation or Audit rights under this section, bring an action in a court of competent jurisdiction.
- 5.7. Change in Law. Notwithstanding anything to the contrary herein, in the event of a change in applicable law that (i) prohibits collection by any City or franchising authority of any fee, including franchise fees, from any provider of video programming or communications services, including broadband Internet services, or (ii) reduces the percentage of revenue on which the fee, including franchise fee, paid by any provider of video programming or communications services is based to a percentage that is lower than the Revenue Percentage, then Licensee will have no obligation to pay the Licensee Fee or to pay a Licensee Fee based on the Revenue Percentage, as the case may be. In the case of a reduction in the percentage of revenue on which such fees may be based, the Revenue Percentage will be commensurately reduced.

### 6. <u>Defense and Indemnity</u>.

- **6.1.** Obligations. Licensee will defend City, its officers, elected representatives, and employees, and indemnify them against any (a) settlement amounts approved by Licensee; and (b) damages and costs finally awarded against the indemnified party by a competent tribunal in any legal proceeding filed by a third party for property damage, personal injury, or death to the extent caused by the gross negligence or willful misconduct of Licensee or its contractors arising from this Agreement ("**Third Party Legal Proceeding**").
- **6.2.** Exclusions. Section 6 (Defense and Indemnity) will not apply to the extent the underlying allegation (a) arises from or is related to the negligence or willful misconduct of an indemnified party or (b) is made by City's employee and covered under applicable workers' compensation laws.

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- 6.3. Conditions. Section 6.1 (Obligations) is conditioned on the following: (a) City must promptly notify Licensee in writing of the Third Party Legal Proceeding and any allegation(s) that preceded the Third Party Legal Proceeding no later than fifteen (15) days after City became aware of the Third Party Legal Proceeding; (b) City must reasonably cooperate in the defense at Licensee's request; and (c) City must tender sole control of the indemnified portion of the Third Party Legal Proceeding to Licensee, subject to the following: (i) City may appoint its own non-controlling counsel, at its own expense; and (ii) any settlement requiring City to admit liability, pay money, or take (or refrain from taking) any action, will require City's prior written consent, not to be unreasonably withheld, conditioned, or delayed.
- 7. <u>Limitation of Liability</u>. NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES IN CONNECTION WITH THIS AGREEMENT. THE PARTIES ACKNOWLEDGE THAT THIS LIMITATION WILL BE SUBJECT TO AND MAY BE LIMITED BY APPLICABLE LAW.
- 8. <u>Performance Bond</u>. Licensee will, promptly after the Effective Date, provide City with a performance bond in the amount of fifty thousand dollars (\$50,000) naming City as obligee and guaranteeing Licensee's faithful performance of its obligations under this Agreement. The performance bond will remain in full force during the Term of this Agreement.

#### 9. Insurance.

- 9.1. Licensee will carry and maintain:
  - 9.1.1. Commercial General Liability (CGL) insurance, with policy limits not less than \$2,000,000 in aggregate and \$2,000,000 for each occurrence covering bodily injury and property damage with the following features: (a) CGL primary insurance endorsement; and (b) CGL policy will include an endorsement which names City, its employees, and officers as additional insureds.
  - 9.1.2. Workers' Compensation insurance with policy limits not less than the City's requirements.
- 9.2. All insurance certificates, endorsements, coverage verifications and other items required pursuant to this Agreement will be mailed directly to City's insurance compliance representative upon City's written request.
- 10. <u>Term</u>. This Agreement is effective on the later of (a) the date the last party to sign executes this Agreement and (b) the date on which any implementing ordinance becomes effective in accordance with its terms and state law ("Effective Date"). The Agreement will expire automatically on the twentieth anniversary of the Effective Date ("Original Term"), unless earlier terminated in accordance with the provisions herein. Thereafter, the Agreement will automatically renew for successive 5-year terms (each a "Renewal Term") unless a party provides at least six (6) months' prior written notice to the other party of its intent not to renew. At least one hundred eighty (180) days prior to the expiration of the then-current term of the Agreement, the parties may mutually agree to re-negotiate the Gross revenue fee and other terms of this agreement.

#### 11. Termination.

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- 11.1. <u>Termination by City</u>. City may terminate this Agreement if Licensee is in material breach of the Agreement, provided that City must first provide Licensee written notice of the breach and one hundred eighty (180) days to cure, unless the cure cannot reasonably be accomplished in that time period, in which case Licensee must commence its efforts to cure within that time period and the cure period will continue as long as such diligent efforts continue. No termination under this paragraph will be effective until the relevant cure period has expired.
- 11.2. <u>Termination by Licensee</u>. Licensee may terminate this Agreement for convenience upon one hundred eighty (180) days' written notice to City.
- 12. <u>Assignment</u>. Except as set forth below, neither party may assign or transfer its rights or obligations under this Agreement, in whole or part, to a third party, without the written consent of the other party. Any agreed upon assignee will take the place of the assigning party, and the assigning party will be released from all of its rights and obligations upon such assignment.
  - 12.1. Notwithstanding the foregoing, Licensee may at any time, on written notice to City, assign this Agreement or any or all of its rights and obligations under this Agreement:
    - 12.1.1. to any Affiliate (as defined below) of Licensee;
    - 12.1.2. to any successor in interest of Licensee's business operations in City in connection with any merger, acquisition, or similar transaction if Licensee determines after a reasonable investigation that the successor in interest has the resources and ability to fulfill the obligations of this Agreement; or
    - 12.1.3. to any purchaser of all or substantially all of Licensee's Network Facilities in City if Licensee determines after a reasonable investigation that the purchaser has the resources and ability to fulfill the obligations of this Agreement.
  - 12.2. Following any assignment of this Agreement to an Affiliate, Licensee will remain responsible for such Affiliate's performance under the terms of this Agreement. For purposes of this section, (a) "Affiliate" means any Person that now or in the future, directly or indirectly controls, is controlled with or by, or is under common control with Licensee; and (b) "control" means, with respect to: (i) a U.S. corporation, the ownership, directly or indirectly, of fifty percent (50%) or more of the voting power to elect directors thereof, or (ii) a non-U.S. corporation, if the voting power to elect directors thereof is less than fifty percent (50%), the maximum amount allowed by applicable law; and (iii) any other Person, fifty percent (50%) or more ownership interest in said Person, or the power to direct the management of such Person.
- **13.** <u>Amendment</u>. Either party shall have the right to request an amendment of this Agreement, including without limitation the terms of the License Fee. All amendments must be agreed to by both parties and in writing.
- **14.** <u>Notice</u>. All notices related to this Agreement will be in writing and sent, if to Licensee to the email addresses set forth below, and if to City to the address set forth in City's signature block to this Agreement. Notices are effective (a) when delivered in person, (b) upon

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confirmation of a receipt when transmitted by electronic mail, (c) on the next business day if transmitted by registered or certified mail, postage prepaid (with confirmation of delivery), (d) on the next business day if transmitted by overnight courier (with confirmation of delivery), or (e) three (3) days after the date of mailing, whichever is earlier.

Licensee's e-mail address for notice is googlefibernotices@google.com, with a copy to legal-notices@google.com.

- **15.** <u>Severability</u>. In the event any term or provision of this Agreement is declared illegal, invalid or unenforceable, then that provision shall be deemed to be deleted from this Agreement and have no force or effect and the remainder of the Agreement shall thereafter continue in full force and effect.
- 16. General Provisions. This Agreement is governed by the laws of the state of Texas. Neither party will be liable for failure or delay in performance to the extent caused by circumstances beyond its reasonable control. This Agreement sets out all terms agreed between the parties and supersedes all previous or contemporaneous agreements between the parties relating to its subject matter. This Agreement, including any exhibits, constitutes the entire agreement between the parties related to this subject matter, and any change to its terms must be in writing and signed by the parties. The parties may execute this Agreement in counterparts, including facsimile, PDF, and other electronic copies, which taken together will constitute one instrument. Each party to this Agreement agrees that Licensee may use electronic signatures.

[Signature page follows]

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Signed by authorized representatives of the parties on the dates written below.

Google Fiber Texas, LLC	City of Shavano Park	
(Authorized Signature)	(Authorized Signature)	
(Name)	(Name)	
(Title)	(Title)	
Address: 1600 Amphitheatre Parkway Mountain View, CA 94043	Address: 900 Saddletree Court Shavano Park, TX 78231	
Date:	Date:	

Google	Fiber	Contract No.	

## EXHIBIT A FORM OF LETTER OF AUTHORIZATION

[LICENSEE LETT	<b>ERHEAD</b> ]
[Date]	
\ /: -	A -1 -1 1\

Via Email ([Email Address])

City of Shavano Park
[Addressee]
[Address]

Re: [Amended] Letter of Authorization

Dear [Name],

In accordance with Section 4.3 of the Non-Exclusive Public ROW License Agreement dated between the **City of Shavano Park** and **Google Fiber Texas, LLC** ("**Google Fiber**"), Google Fiber hereby designates the following Authorized Individuals (as that term is defined in the Agreement), who may submit and sign permit applications and other submissions to the City on behalf of Google Fiber. [If applicable: This letter amends and supersedes the Letter of Authorization dated \_\_\_\_.]

[Insert name and title for each Authorized Individual, including any Authorized Individual previously named and whose authority continues. Strike through the names of any individuals who are no longer authorized, if any.]

- 1. Name, Title
- 2. Name, Title
- 3. Name, Title (previously authorized, authorization continues)
- 4. Name, Title (authorization withdrawn)

This authorization may be withdrawn or amended and superseded by a written amendment to this Letter of Authorization, which will be effective 24 hours after receipt by the City.

Kind regards,

#### [Name]

Manager, Google Fiber Texas, LLC

#### CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.2

Prepared by: Kristen Hetzel Reviewed by: Bill Hill

**AGENDA ITEM DESCRIPTION: Discussion / Action -**

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**Attachments for Reference**:

1) Boards and Commissions scoring matrix

#### **BACKGROUND / HISTORY:**

The City of Shavano Park solicited for volunteers to serve on various Boards/ Commissions / Committees as per the City of Shavano Park Code of Ordinances, Section 2.87(a) Applications.

#### **DISCUSSION:**

The deadline for accepting applications for the following vacancies was August 25, 2023:

#### **Planning & Zoning Commission**

Five (5) appointments

**Investment Committee** 

One (1) appointment

#### **Water Advisory Committee**

Three (3) appointments

**Tree Committee** 

Four (4) appointments

#### **Board of Adjustment**

Three (3) appointments

One (1) Alternate appointment

Each Alderman shall nominate the same number of applicants as vacancies for each committee, in ranked order and submitted to the City Secretary by the 2nd Monday of September (September 11, 2023).

At the next regularly scheduled City Council meeting, September 18, 2023, the City Secretary shall present the information provided by each Council member.

The City Council will then consider the information and shall appoint to each vacancy a qualified applicate to serve on the appropriate Board Commission or committee.

The Mayor shall only vote in the event of a tie.

Each Alderman completed a nomination form and returned it to the City Secretary. The results were compiled and the ranked results are provided below:

Candidate	Body	Total
Shawn Fitzpatrick	P&Z	6
Song Tan	P&Z	14
Marc Miller	P&Z	15
Christa Trippy	P&Z	17
Diane Struve	P&Z	18
Jason Beck	WAC	7
Al Walea	WAC	11
Matthew Trippy	WAC	12
Jamie Aleman	BOA	7
Charles Brame	ВОА	9
William Hartman	ВОА	14
Robert Martinez	ВОА	20
David Tawil	INV	5
Ashley Aleman	TREE	6
Jean Countryman	TREE	13
Scott Simon	TREE	14
Randy Smith	TREE	15

NOTE: There were two additional applicants for the Tree Committee (Jackson Kennett and Marica Lynch) and the City Council Committee working group has recommended that the two additional applicants also be appointed to the Tree Committee. This will require a subsequent amendment to ordinances to expand the number of Tree Committee members to nine persons.

**COURSES OF ACTION:** Given the input from each Alderman, Council will make a motion to select various applicants and conduct a vote approving the appointments to the Commissions / Committees / Boards as appropriate.

Concerning the Tree Committee and the discussion from September 11<sup>th</sup> meeting, City Council may appoint two additional members to the Tree Committee and direct City Staff to amend current ordinances to expand the Tree Committee to 9 members.

FIN	$\mathbf{A}\mathbf{N}$	CTA	T.	$\mathbf{I}\mathbf{N}$	ſΡA	CT	N/A
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<b>MOTION REQUESTED:</b>	To approve the following appointments to the P&Z Commission
and other committees:	

-	P&Z:
-	WAC:
-	BOA:
-	Investment:
_	Tree:

PLANNING & ZONING COMMISS	SION	N	I.P.T. KLYWENDA	L.L. L.	AUT! N	IIILER PO	July 25
5 POSITIONS							
• PP. 1 • • • • • • • • • • • • • • • • • •							
APPLICANTS							
Shawn Fitzpatrick	P&Z	1	1	1	1	2	
Marc Miller	P&Z	2	3	5	2	3	
Diane Struve	P&Z	3	4	4	3	4	
Song Tan	P&Z	4	2	3	4	1	
Jason Beck	P&Z	0	0	0	0	0	
Scott Simon	P&Z	0	0	0	0	5	
Christa Trippy	P&Z	5	5	2	5	0	
Al Walea	P&Z	0	0	0	0	0	
Ashley Aleman	P&Z	0	0	0	0	0	

PRIMARY					
Shawn Fitzpatrick	P&Z	6			
Song Tan	P&Z	14			
Marc Miller	P&Z	15			
Christa Trippy	P&Z	17			
Diane Struve	P&Z	18			

WATER ADVISORY COMMISSION
3 POSITIONS

#### **APPLICANTS**

Jason Beck	WAC
Matthew Trippy	WAC
Al Walea	WAC
Ashley Aleman	WAC
<b>Robert Martinez</b>	WAC
Marc Miller	WAC
Scott Simon	WAC

	I.P.T. KLYNKENIC	MIL		
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PRIMARY					
Jason Beck	WAC	7			
Al Walea	WAC	11			
Matthew Trippy	WAC	12			

# BOARD OF ADJUSTMENTS 3 POSITIONS 1 ALTERNATE

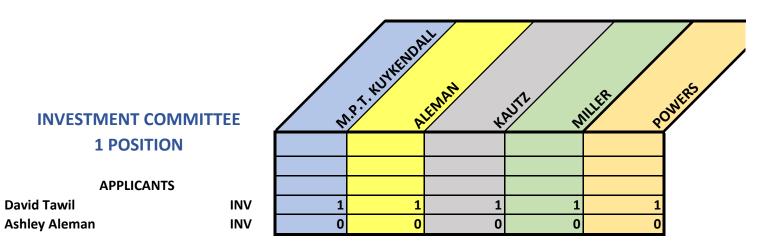
#### **APPLICANTS**

Jamie Aleman	BOA
Charles Brame	BOA
William Hartman	BOA
Robert Martinez	BOA
Christa Trippy	BOA
Shawn Fitzpatrick	BOA
Al Walea	BOA
Ashley Aleman	BOA

M.P.T. MATHEMORILL ALLEMAN ARLEY ARL
M.P.T. KUTHENDOY ALEMAN ARUTA ARUTA ARUTA ARUTA POMERS
M.P.T. KUTHER ALLEMANT ARLITA RILLER POINTES
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PRIMARY			
Jamie Aleman	ВОА	7	
Charles Brame	ВОА	9	
William Hartman	BOA	14	

ALTERNATES			
Robert Martinez	BOA	20	



PRIMARY			
David Tawil	INV	5	

# TREE COMMISSION 4 POSITIONS

#### **APPLICANTS**

**Ashley Aleman** TREE Jean Countryman TREE **Jackson Kennett** TREE Marcia Lynch TREE **Scott Simon** TREE **Randy Smith** TREE **Shawn Fitzpatrick** TREE **Robert Martinez** TREE **Marc Miller** TREE

	P.T. KUTHERIC	ALL	/		5/
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5	0	5	5	2	
3	4	6 4 1	3	0 0 3	
0	3 0 0	0	0	0	
0	0	0	0	0	

NAMES: TOTAL

PRIMARY			
Ashley Aleman	TREE	6	
Jean Countryman	TREE	13	
Scott Simon	TREE	14	
Randy Smith	TREE	15	

Jackson Kennett 17
Marcia Lynch 18

# CRIME CONTROL AND PREVENTION DISTRICT STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 5.3 / 5.4

Prepared by: Brenda Morey Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

5.3 Public Hearing - Crime Control and Prevention District Budget of the City of Shavano Park Crime Control & Prevention District for FY 2023-24

5.4 Discussion / action – Resolution <u>R-2023-011</u> adopting the Crime Control and Prevention District Budget of the City of Shavano Park Crime Control & Prevention District for FY 2023-2024 - City Manager



**Attachments for Reference:** 

- a) Proposed Resolution R-2023-011
- b) Proposed Crime Control and Prevention Budget

**BACKGROUND / HISTORY:** The City Manager submitted a proposed FY 2023-24 Budget to Council on August 8, 2023. City Council has met on multiple occasions to discuss, analyze and modify the proposed budget. The first reading of the budget was held at a special CityCouncil meeting on September 11, 2023.

**DISCUSSION:** Based on the City Manager Proposed Budget on August 8, 2023 as well as input from Council, Staff and Citizens, the proposed FY 2023-24 Crime Control and Prevention District Fund budget is attached.

The projected FY 2022-23 ending total restricted fund balance is \$368,479 with \$265,880 committed for the Shavano Park Police Department vehicles and equipment replacement.

The FY 2023 - 24 proposed budgeted revenues total \$198,000 with no planned utilization of fund balance.

Proposed FY 2023 – 24 expenditures total \$193,640. Listed below are the larger items planned in the budget. A full listing of expenditures can be located on pages 3 - 5 of the attached proposed budget document.

- 1. Purchase and equip two patrol vehicles, estimated cost of \$150,000.
- 2. Third year lease payment on vehicle and body worn camera system \$29,490
- 3. Training for licensed peace officers, \$7,150
- 4. National Night Out, \$6,000

In addition, the resolution includes committing an additional \$150,464 of the Fund Balance based on future police vehicle and equipment replacement costs as noted on the schedule located on page 5 of the attached proposed budget document.

With the above commitments of Fund Balance, the projected ending FY 2023 - 24 restricted amount is \$372,839 with \$266,344 of this amount Committed for planned equipment replacement.

**COURSES OF ACTION:** Approve Resolution No. <u>R-2023-011</u> approving the Crime Control & Prevention Budget of the Shavano Park Crime Control and Prevention District for Fiscal Year beginning October 1, 2023 and ending September 30, 2024.

FINANCIAL IMPACT: Varies

**STAFF RECOMMENDATION:** Approve Resolution No. <u>R-2023-011</u> adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2023 – 24.

A RESOLUTION APPROVING THE CRIME CONTROL & PREVENTION BUDGET OF THE SHAVANO PARK CRIME CONTROL & PREVENTION DISTRICT FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2023 AND ENDING SEPTEMBER 30, 2024.

**WHEREAS**, the budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 was duly presented to the Crime Control & Prevention District Board of Directors; and

# BE IT RESOLVED BY CRIME CONTROL & PREVENTION DISTRICT BOARD OF DIRECTORS OF THE CITY OF SHAVANO PARK, TEXAS, THAT:

the budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2023, be approved to include its Crime Control & Prevention budget attached hereto as Exhibit "A", with total budgeted revenues of \$198,000 and total appropriations of \$193,640 in addition to Committing \$150,464 of Restricted Fund Balance for future police vehicle and equipment replacement costs as provided on the equipment replacement schedule.

**PASSED AND APPROVED** by the Crime Control and Prevention District Board of the City of Shavano Park at its meeting held on this the 18th day of September, 2023.

	Robert Werner Director	
Attest:		
Kristen M. Hetzel		
City Secretary		

#### CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.5 / 8.6

Prepared by: Brenda Morey Reviewed by: Bill Hill

#### **AGENDA ITEM DESCRIPTION:**

5.1 Public Hearing - Proposed Annual Operating and Capital Budget - FY 2023-24

5.2 Discussion / action - Ordinance No. O-2023-014 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2023 and ending September 30, 2024; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (second reading) - City Manager



**Attachments for Reference**:

- a) Proposed Ordinance O-2023-014
- b) Council Proposed FY 2023-24 Budget

#### **BACKGROUND / HISTORY:**

The City Manager presented the proposed budget to City Council on August 8<sup>th</sup> with a tax rate of \$ 0.307742 per \$100 valuation, which is a one cent increase from the prior year. At its regular August Council meeting on August 15, 2023, the City Council voted to propose a tax rate of \$0.307742 per \$100.

**DISCUSSION:** Council directed a couple of changes which have been incorporated into this final draft budget. Staff has updated the proposed budget document (attachment #b) with the changes directed in the budget meetings. Changes included:

- Updated City Manager Cover Letter
- Added an updated Long-term Financial Planning section, incorporating schedules and graphs
- Added expenditure bar charts for General Fund by department and natural category
- Added Combined Fund Summary and Budget Summary by Fund schedules
- Updated Fund Balance figures
- Updated Department Goals and Objectives to reflect final budget resourcing
- Updated the Department recap pages
- Modified proposed budget amounts for selected revenue and expenditure accounts
- Updated projections based on current activity.
- Used organizational chart approved September 11, 2023

Specific changes for the General Fund from the draft FY24 budget presented at the September 11, 2023 Special City Council meeting include resourcing the \$5,000 annual membership to greater:SATX, a regional economic partnership, to Council's Association Dues (10-600-3020), the \$2,300 to Public Works building maintenance (10-603-5030) for twice a month cleaning and the \$5,000 for Fire Vehicle Maintenance (10-604-5020) for apparatus tool mounts utilizing a projected \$11,300 additional ad valorem property tax revenue, based on the Bexar Appraisal District's most recent valuation reports, and \$1,000 additional investment income.

Also, the Water Utility's proposed budget has been updated to increase revenues and expenses by \$8,415 to reflect the portion of the calendar year 2023 water lease for 165AF that is applicable to FY2024 (\$4,950) as well as the related EAA fees (\$3,465).

Upon approval, all headings which indicate 'Proposed' will be changed to 'Adopted'. Two additional schedules will be added – a summary of changes from the initial City Manager proposed budget to the final adopted budget and summary of financial sources and uses by fund type and major or non-major funds for FY22 actual, FY23 amended budget and FY24 adopted budget, these schedules being requirements for the GFOA Distinguished Budget Presentation Award.

A final hard copy will be provided to the Mayor, Council, City Manager, City Secretary and all department heads. A digital version of the budget book, with links to and from the table of contents for easy navigation, as well as links to the City's Town Plan and social media, will be placed on the City's website. A hard copy will also be available at City Hall for any interested citizen to review.

**COURSES OF ACTION:** Provide guidance to staff as appropriate and approve the budget with the proposed additions (second reading).

**FINANCIAL IMPACT:** Provides the Budget Policy, Guidance, and Authorizations for annual revenues and expenditures for the next Fiscal Year.

**MOTION REQUESTED**: Approve Ordinance No. O-2023-014 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2023 and ending September 30, 2024; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (second reading).

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF SHAVANO PARK, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; MAKING APPROPRIATIONS FOR EACH FUND AND DEPARTMENT; ESTABLISHING A SINKING FUND FOR EXISTING CITY FINANCIAL OBLIGATIONS; PROVIDING FOR THE LEVYING AND COLLECTION OF A SUFFICIENT TAX TO PAY THE INTEREST ON SUCH SINKING FUND OBLIGATIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE

**WHEREAS**, Section 102.002 of the Texas Local Government Code requires the City of Shavano Park, Texas (the "City") to prepare an annual budget;

**WHEREAS**, the City Manager of the City has submitted, in accordance with state law, such budget for the City for the fiscal year beginning October 1, 2023, and ending September 30, 2024;

**WHEREAS**, said budget has been filed with the City Secretary and has been available for inspection by any taxpayer at the City Secretary's office and on the City's website;

**WHEREAS**, proper and timely notice that public hearings on such proposed budget, stating the date, time, place and subject matter of said public hearings was given and made in accordance with the law and within the time limits set forth by law; and

**WHEREAS**, said public hearings were held in accordance with such notice.

## NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

- **Section 1.** The City hereby approves and adopts the budget, attached as <u>Exhibit A</u>, in all respects as the City's annual budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024.
- **Section 2.** The City Secretary is directed to maintain a certified copy of this Ordinance with a true copy of the attached budget.
- **Section 3.** The City Secretary is also directed to post the adopted budget and the budget cover page on the City's website.
- **Section 4.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**Section 5.** All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

**Section 6.** This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**Section 7.** If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

**Section 8.** It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

**Section 9.** This Ordinance shall be effective upon passage and publication as required by State and local law.

**PASSED AND APPROVED** this the 11<sup>th</sup> day of September 2023 for the first reading.

PASSED AND APPROVED this the 18th day of September 2023 for the second reading.

	Robert Werner Mayor	
ATTEST:		
Kristen M. Hetzel City Secretary		

# City of Shavano Park

Council Proposed Budget

FY 2024

City Living with Country Charm





#### **GOVERNMENT FINANCE OFFICERS ASSOCIATION**

# Distinguished Budget Presentation Award

PRESENTED TO

### City of Shavano Park Texas

For the Fiscal Year Beginning

October 01, 2022

Christopher P. Morrill

**Executive Director** 

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Shavano Park**, **Texas**, for its Annual Budget for the fiscal year beginning **October 01, 2022**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.



This budget will raise more revenue from property taxes than last year's budget by an amount of \$549,490 which is a 12.65% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$115,537.

Record Vote on:	<b>Budget:</b>	<b>Tax Rate Ratify:</b>	
Mayor			
<b>Robert Werner</b>	(Votes o	nly in event of a tie)	
<b>Council Members</b>			
Konrad Kuykendall (Pro Tem	n)		
Albert Aleman			
Maggi Kautz			
Pete Miller			
Lee Powers			
Property Tax Rate Comparison:			
		FY 2023	FY 2024
Proposed Total Tax Rate		0.297742	0.307742
No-New-Revenue Total Tax	Rate	0.284198	0.284157
No-New-Revenue Maintena	nce & Opera	ations 0.261525	0.251757
Proposed Maintenance & O	perations	0.275069	0.275342
Voter-Approval Total Tax Ra	te	0.326789	0.335232
Debt Tax Rate (I&S)		0.022673	0.032400
De Minimis Tax Rate		0.341074	0.338939

Total debt obligation for the City of Shavano Park secured by property taxes: \$12,224,240\*

<sup>\*</sup>While debt obligations are secured by property taxes where appropriate and statutorily allowed, other funding sources are pledged to support a portion of that obligation.



## **COUNCIL OF THE CITY OF SHAVANO PARK**

# ROBERT WERNER MAYOR

KONRAD KUYKENDALL MAYOR PRO TEM

ALBERT ALEMAN
ALDERMAN

MAGGI KAUTZ ALDERMAN

PETE MILLER ALDERMAN

LEE POWERS
ALDERMAN

BILL HILL
CITY MANAGER

CURTIS LEETH
ASSISTANT CITY MANAGER

KRISTEN HETZEL
CITY SECRETARY

BRENDA MOREY FINANCE DIRECTOR



## **VISION**

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

## **MISSION**

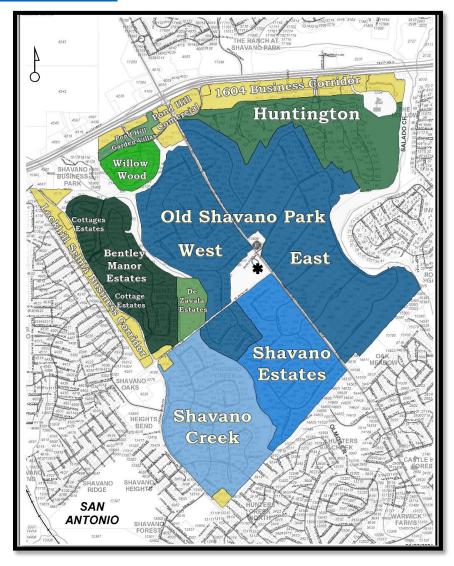
The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

#### **COMMUNITY PROFILE**

The City of Shavano Park is located in northwest Bexar County at the edge of the Texas Hill Country, approximately twelve miles north of downtown San Antonio, and along the Olmos and Salado Creeks.

The City of Shavano Park is a Type A General Law City operating under a Council/City Manager form of government consisting of five council members and a Mayor. It offers Police, Fire, EMS, Public Works and Administrative services and operates a Water Utility that services roughly one-half of the City's residences.

The City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop 1604 to the north, Huebner Road to the south, Lockhill Selma to the west and Salado Creek to the east. The City encompasses approximately 3.3 square miles of land and currently has an estimated 3,524 residents. Learn more about the City's history at the Bexar County Bibliotech Digital Library: <a href="https://library.biblioboard.com/anthology/4cd51bfb-976d-4d7d-b977-e16dd4c3c523">https://library.biblioboard.com/anthology/4cd51bfb-976d-4d7d-b977-e16dd4c3c523</a>



#### **Demographic Analysis**

Residents are the most important aspect of our community. Demographic and other information regarding our City's residents provides a fundamental understanding of the nature of our community.

#### **Population Growth**

Shavano Park's population increased 16% between the years of 2010 and 2020, due to the implementation of our annexation program adopted in 1999 and development of new neighborhoods. These new neighborhoods are nearly built out and the City is dedicated to sustaining existing lots with single family homes, therefore the City's population is expected to remain stable in the future. In addition, the City's zoning ordinances prohibit multi-family re-developments that could increase population density.

Population, 1970-2020				
Year	Population	Change	% Change	
1970	881			
1980	1,448	567	64%	
1990	1,708	260	18%	
2000	1,754	46	3%	
2010	3,035	1,281	73%	
2020	3,524	489	16%	
Source: United States Census Bureau				

<u>Growth factors</u> include the City's location in the majestic and beautiful foothills of the Hill Country in northern Bexar County, proximity to three major highways (Loop 1604, IH 10, and Wurzbach Parkway), the prestigious Northside Independent School District, easy commutes to employment centers and the airport, and plentiful shopping nearby.



Chimney Rock Road in Old Shavano Park

#### **Demographic Characteristics**

Shavano Park is a wealthy highly educated community.

Social Characteristics	Shavano Park	Bexar County
Population	3,524	2,059,530
Median Age	54.0	33.8
Bachelor's degree or higher	61.28%	30.00%
Median household income (in U.S. dollars)	\$194,531	\$62,169

Double the Bexar County percentage.

Triple the Bexar County median.

Source: United States Census Bureau, American Community Survey 2022 Estimates

Shavano Park is comprised of strong residential neighborhoods. Because the community has large lots, is safe, secure, and enjoys outstanding municipal services, residential property values are high.

Housing Characteristics	Shavano Park	Bexar County
Total single-family homes	1,450	525,091
Average Market value	\$936,616	\$310,579

Triple the Bexar County market average.

Source: The Bexar County Appraisal District, Certified Totals from 2023, Supplemental 252

As a primarily residential community, Shavano Park occupies a prime location with easy access to nearby businesses, parks, the highway system of the greater San Antonio metropolitan area, highly rated schools, and availability of high-speed internet in most neighborhoods.

Economic Characteristics	Shavano Park	Bexar County
Number of Businesses	186	187,125

Source: United States Census Bureau, American Community Survey 2022 Estimates



**Bentley Manor HOA subdivision in Shavano Park** 

#### **CITY OF SHAVANO PARK**

#### FISCAL YEAR 2023-2024 CITY COUNCIL PROPOSED BUDGET

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### CITY OF SHAVANO PARK



September 18, 2023

Honorable Mayor, City Council, and Citizens:

This memorandum summarizes the City of Shavano Park's Fiscal Year (FY) 2023-24 operating budget and highlights key points that are important to the community. This budget is defined and developed based upon a clear set of goals established in the Town Plan and supporting objectives that are updated annually by City Council. The budget is balanced as required by law. This budget is consistent with the mission, vision, and strategic goals of the City of Shavano Park and reflects our commitment to provide excellent municipal services to citizens, businesses and visitors while maintaining stringent fiscal controls.

This budget proposes a tax rate of \$0.307742 per \$100 of valuation. This rate is a one cent increase from prior year's tax rate to pay debt costs associated with the voter-approved \$10M Bond in the May 7, 2022 Bond Election. Based upon the assumed level of revenue, the budget allocates resources to meet target expenditures for operations, capital improvements, equipment replacement, and debt service. While meeting funding requirements during this period of inflation, the budget accounts for an 5% compensation cost of living increase, several new and capital replacement requirements. The budgeted General Fund expenditures are approximately \$6.7M while the total expenditures of all funds are approximately \$15.2M (which includes Street Reconstruction Funding).

#### **BUDGET OVERVIEW**

- Budget trends and challenges: increased taxable property values; increased number of properties qualifying for the over 65 tax freeze; increased sales tax and interest revenues; decreasing permit revenues; higher franchise fees revenues; and increased health care and inflation-driven costs
- Maintains or incrementally improves excellent service levels across Departments
- This is a requirement-based budget (prioritized based upon essential needs and objectives)
- Requires Directors justify their budget requests to the City Manager
- Includes line-item detail and definitions for each line item
- Properly maintains required and separate funds for accountability and transparency
- Includes a Street Project Fund to account for Phase I street restoration
- Fully funds the Capital Improvement Replacement Fund based upon the replacement schedule
- Budgets for the American Rescue Plan Act Funds

**STRATEGIC GOALS**: Council established eight Strategic Goals with supporting objectives that account for current and future requirements. These objectives are accounted for within the budget.

- 1. Provide excellent municipal services while anticipating future requirements
- 2. Protect and provide a city-wide safe and secure environment
- 3. Preserve City property values, protect fiscal resources and maintain financial discipline
- 4. Maintain overall excellent infrastructure (buildings, streets and utilities)
- 5. Enhance and support commercial business activities and opportunities
- 6. Enhance the City image and maintain a rural atmosphere
- 7. Promote effective communications and outreach with citizens
- 8. Mitigate storm water runoff

#### **MAJOR REVENUES**

<u>Taxable Assessed Value / New Improvements</u>: The total taxable assessed value of property including property in tax freeze is \$1,778,341,672 and represents a \$189,432,030 or 11.9% increase. Of that amount, the total taxable value of <u>new</u> improvements and personal property was \$37,543,306. "New" means the item was not on the 2022 appraisal roll. The average Taxable Homestead Value is \$937,528 up \$93,038 from last year (about 11% increase). The City's portion of tax on average taxable homestead value is approximately \$2,885/year (\$371 increase).

Ad Valorem Taxes (Property Taxes): This budget proposes City Council adopt a FY 2023-24 budget tax rate of \$0.307742 / \$100 of valuation, which is a one cent increase from prior year's tax rate used to pay debt costs associated with the voter-approved \$10M Bond in the May 7, 2022 Bond Election. Total revenue collected from property taxes will be approximately \$4,892,388 or 12.6% more than last year. Additional revenue available for the General Fund is approximately \$368,048 or +9.1%.

<u>Freeze Taxable Value</u>: The total freeze taxable value (homeowners age 65 or older or disabled) for 2023 tax values amounted to \$550,653,163, which is an increase of 16.0% over the 2022 freeze adjusted taxable value of \$474,412,034 and 30.9% of the net taxable values. There are 1,469 residential properties in Shavano Park and of those 699 (47.5%) qualify for the Over 65 Tax Freeze (Increase of 37).

"No-New-Revenue Tax" Rate: The No-New-Revenue Tax rate is the rate that will generate the same amount of property taxes as the previous year based only on the properties that are on the tax roll both years. This is the comparison used in the Truth-in-Taxation calculations to determine if there is an actual tax rate increase. The tax rate of \$0.307742 / \$100 is higher than the 2023 NNR Tax Rate of \$0.284157 / \$100 needed to generate the same amount of taxes from the same properties that were on last year's tax roll.

"Voter-Approval Tax" Rate: The Voter Approval Tax rate provides about the same amount of tax revenue as the previous year for day-to-day operations, plus an extra 3.5% increase for operations, and sufficient funds to pay debt in the coming year. The tax rate of \$0.307742 / \$100 is well below the "Voter Approval Tax Rate" of \$0.335232 / \$100.

<u>Sales Tax</u>: There are a small number of retail sale companies operating in Shavano Park. This budget assumes sales tax revenues for the General Fund of \$744,000, which is 6% higher than FY2023's budgeted revenues (\$702,000) in large part due to inflation and increasing on-line sales.

#### Other Revenues:

- Permit and License Fees: For FY2023-24, we anticipate a continued decrease of residential and new commercial development. This budget projects about \$381,000 revenue from permits and licenses.
- Franchise revenues are expected to increase slightly over last year, based upon new developments and provider rate increases
- EMS Fees. This budget projects a slightly higher revenue stream for this source.
- Other revenues are expected to slightly decline except interest income from invested balances.
- Charts illustrating the breakout in revenues can be found on pages 44 and 51 (final budget).

#### **MAJOR EXPENDITURES**

**Personnel**: This budget includes a market-driven salary increase for fire and police, several grade increases in Public Works, and a 5% cost of living increase with 2.5% step increase for all City employees. The budget proposes an 10.3% increase in the City's contribution for our employee health benefits and a 25% contribution to dependent health plans while switching the health insurance provider. This budget proposes that the City continues to fund the Texas Municipal Retirement System at the full funding rate.

<u>General Fund</u>: General Fund expenditures increased in personnel salaries / benefits and fuel costs but remain constant in other day to day operations across all departments. Below is a brief review of requirements and highlighted changes for departments. Additional detail on changes can be located in front of each of the department's budget comparison report or in the budget for line-item comparison.

**Council:** Council's budgeted general expenses are projected to decrease as a household hazardous waste collection is not planned in FY24.

Administration: The Administration Department budget requirements are projected to increase slightly primarily due to personnel cost. This budget includes the replacement of one HVAC unit (purchased only if needed) out of the Capital Replacement Fund. This budget includes funding for replacement of the City phone system and upgrades to Windows 11 across all departments using funding from the American Rescue Act Fund.

<u>Public Works</u>: The Public Works Department operating expenses are projected to increase slightly. The Budget includes funds for increased salaries and benefits, the street maintenance program, professional tree maintenance on municipal property and continued landscaping and maintenance of City Hall. This budget includes replacing the small dump truck with stake body truck using funds from the Capital Replacement Fund / Water Utility and funding from the American Rescue Act Fund to repave the Public Works and Fire Department shared parking lot.

**<u>Fire</u>**: The Fire Department operating expenses are projected to increase primarily due to increased compensation and inflation driven costs. This budget includes funding from the American Rescue Act Fund for mobile routers and computers and the purchase of a new stair machine / step mill from the Capital Replacement Fund.

<u>Police</u>: The Police Department operating expenses are projected to increase to reflect compensation increases for staff, fuel, and other rising costs. The budget also includes purchases of replacement of two patrol vehicles (\$150,000) funded from the Crime Control Prevention District Fund. This budget includes funding from the American Rescue Act Fund: the purchase of four rugged laptops; two AFIS devices; and a drug drop-off container.

<u>Capital Improvement/Replacement Fund</u>: This budget includes \$323,144 from General Fund revenues and reallocation of Capital funds to fund the future purchases of Capital Improvements and Equipment in accordance with the Capital Replacement Schedule. This year's allocation in support of the Departments as follows: Administrative (\$0); Fire (\$272,561); and Public Works (\$50,583).

<u>Water Fund</u>: The Water Fund Budget includes a small increase in water consumption revenues and operating expenditures. Using Bexar County ARPA Grant funding, this budget includes \$400,000 for system improvements to include the relocation of water lines within four cul-de-sacs; the completion of a comprehensive water hydrology model; GPS'ing the water main infrastructure; place Well #1 back into

operation; provide a shade structure over the Well #8 Drive Shaft; and enclose Well #6 chorine building. The budget includes transferring \$69,777 to the Water Capital Replacement Fund for future infrastructure, vehicles, and equipment replacement.

<u>Crime Control and Prevention District Fund</u>. Sales tax and other revenues are budgeted to be \$198,000 and expenses to be \$193,640. Expenses include two patrol vehicles, the third-year lease payment for vehicle and body worn camera system, training, National Night Out, and Neighborhood Watch supplies.

Street Projects Fund: On June 25, 2022, the City of Shavano Park issued a May 7, 2022 voter-approved \$10M bond for the Phase I Street Reconstruction Plan and these funds are placed and expended from the Street Projects Fund. Budgeted expenses for the year are continued engineering and construction costs for Phase I Streets of \$4,845,000.

**Street Maintenance Fund**: For FY2023-24, the City projects sales tax revenues of \$186,000 in revenues. There are \$470,291 transfers to debt service included in this budget to paydown the street bond principal and interest.

<u>Court Restricted Fund</u>: This budget includes \$55,000 from court security funds for the installation of bullet resistant glass in the Court Clerks window; \$5,200 police security during the monthly court sessions, and \$3,800 for annual software costs.

**<u>Debt</u>**: On June 25, 2022, the City of Shavano Park's issued a May 7, 2022 voter-approved \$10M bond for the Phase I Street Reconstruction Plan. The City's total debt obligation (principal) is \$12,224,240 with \$2,138,333 of this supported by water revenue.

#### **CHANGES IN PRIORITIES AND SERVICE LEVELS**

The overall budget priorities are driven by the City's Strategic Goals as established by City Council and their corresponding Objectives (updated annually) found on pages 52-56. Major budgetary changes include emphasis on staff compensation to account for inflation; the relocation of numerous water service lines and water mains in five cul-de-sacs in preparation for street reconstruction, the reconstruction of approximately six miles of residential roads. There are no planned reductions in service levels nor increases in fees. Incremental improvements in service levels include: upgraded information technology capabilities; and facility improvements.

<u>Conclusion</u>. I wish to extend my appreciation to City Council for their contributions put forth by attending budget workshops, reviewing budget documents, and providing guidance in developing this budget. I also want to express my appreciation to City Staff for their input and hard work in striving to maintain high levels of service to our residents.

"Here to Serve!"

Bill Hill City Manager

# CITY OF SHAVANO PARK PROPOSED BUDGET CALENDAR FOR FY 2023-24

#### 2023

#### \*\*\*\*\*Planning\*\*\*\*\*

20 - 28 April	Receive Preliminary Property Tax Report; pass to Council	
1 – 12 May	Department Budget Meetings with General Fund Departments - FY 2023 -24 Goa Objectives, Unfunded Requirements	
Monday 8 May	Water Advisory Committee FY 2023-24 Goals and Objectives, Revenues	
*****Preparation*****		
Tuesday 6 June	Council Workshop 12:00 noon – Set Initial Goals, Objectives and Budget Guidance, review annual risk assessment – all departments	
Monday 19 June	Water Advisory Committee Meeting / Budget Workshop (Expenses, G&O)	
19-30 June	Prepare Revenues for Preliminary Budget	
Monday 26 June	Council Workshop – Budget Basics, Staff Analysis of Council Objectives, Benefits Update, Long Term Financing Considerations (before regular City Council meeting – 5:00pm)	
Monday 10 July	Water Advisory Committee Meeting - Recommendation of initial Water Utility Fund Budget	
Tuesday 11 July	Budget Workshop 5:30pm – Capital Replacement, Compensation, Expense Estimates	
Monday 24 July	Budget Workshop 5:00pm – Compensation and Benefits (before regular City Council meeting – 5:00pm)	
25 July	Bexar County Appraisal District Provides Certified Tax Roll; pass to Council	
~ July 25 - August 5	Bexar County Tax Assessor Collector Calculates & Provides No-New-Revenue, Voter-Approval and Deminimis Tax Rates	
Tuesday 8 August	<ul> <li>Special Council Meeting 5:30pm -</li> <li>City Manager Submits Proposed FY 2023-24 Budget (No anticipated Council action)</li> <li>Receive No-New-Revenue, Voter-Approval and Deminimis Tax Rate Calculations</li> </ul>	

**Tuesday 15 August** 

record vote and schedule Public Hearings.

Discuss tax rate; if proposed tax rate will exceed the No-New-Revenue Rate, take

Regular Council Meeting 6:30pm -

als,

#### \*\*\*\*\*Review\*\*\*\*\*

Wednesday 23 August Publication - Notice of Budget Hearings

Wednesday, 30 August Publication - Notice of 2023 Tax Year Proposed Tax Rate and Public Hearings

(No-New-Revenue, Voter-Approval, Deminimis)

#### \*\*\*\*\*Public Adoption\*\*\*\*\*

Monday 11 September Special Council Meeting 6:30pm -

1st Reading of Budget/Public Hearing

- Public hearing regarding tax rate

Announce meeting to adopt tax rate.

Monday 18 September Regular Council Meeting -

- 2<sup>nd</sup> Reading of Budget/Public Hearing

- Adopt Budget by Ordinance

- Levy Tax Rate by Resolution and take record vote

#### **Budget Basics**

#### **Budget Process**

The budget process is the key to the development of the City of Shavano Park's strategic plan, allowing City Council and the departments the opportunity to reassess goals and objectives and the means to accomplish them. While the budget is reviewed and approved by the City Council in September of each year, its preparation begins much earlier. Each spring, City staff begin by projecting revenues, reserves and expenditures for the current and future years, developing goals and objectives and allocating the resources required to achieve them. A series of City Council workshops refine the budget, providing feedback and guidance to staff. In August of each year, the City Manager formally presents the initial Proposed Budget. After accepting this budget, City Council makes final edits to create the Adopted Budget.

#### **Public Engagement in the Budget Process**

Public involvement is critical to the City's budget process. All budget deliberations take place during public meetings where resident participation is encouraged. All agendas and the entire Council meeting packets are posted on the City website, generally one week in advance of the meeting, to give the public plenty of notice. Finally, Texas statutes require public hearings for budget discussion. Shavano Park holds two such hearings, one for each reading of the Budget by City Council. Residents may attend these public hearings in person, but are also able to watch City Council deliberations livestreamed on the YouTube app/website.

All City Finances, including budget books, audit reports, check registers, as well as contact information for the City Council members, is available on the City website at <a href="https://www.shavanopark.org/finances">https://www.shavanopark.org/finances</a>.

#### What is the City Budget?

The City Budget is one of the key policy documents in any city and is the legal authority to obligate public funds. The budget provides City Council policy direction to the staff and the community regarding the role of the City, its services and programs. It estimates expected revenue and expenditures needed from each fund to meet the City Council's policy objectives relating to the type, quantity and quality of services provided to the community.

According to the Government Finance Officers Association (GFOA), a municipal budget should serve as a policy document, a financial plan, an operations guide, and a communications device. The budget is designed to serve the following purposes:

#### **A Policy Document**

The budget functions as a policy document in that the decisions made within the budget will reflect the general principles or plans that guide actions taken for the future. As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the city staff.

City Councils adopt a variety of policy statements that are all woven into a budget. These include, but are not limited to, budget development policy guidance in a budget message, the financial policies, goals and priorities, and mission statements.

#### **An Operations Guide**

The final budget should provide a clear presentation of each department's goals and objectives and articulate how those goals relate to the City's overall goals, objectives, and priorities. Each department's budget should also describe the level of service or activity necessary to meet the community's needs.

#### **A Communications Tool**

The budget should include presentations that allow the reader to quickly grasp major issues, trends and choices. It should include an overview of significant budgetary trends, issues and resource choices that result in the allocation of funds to meet service needs and accomplish the City's highest priority goals.

#### **A Financial Plan**

The budget is a Texas State law requirement of all cities. The budget must be adopted as a balanced budget and must be in place prior to the expenditure of any City funds. It is considered the legal authority to expend public monies, and controls those expenditures by limiting the amount of appropriation at the fund or departmental level. The budget must also provide an explanation of major revenue sources, the assumptions used in forecasting, and a discussion used for revenue trends affecting the City.

#### **Basis of Accounting and Budgeting**

The budgetary and accounting policies contained in the budget document conform to generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB). The accounting and financial reporting treatment that applies to a fund is determined by its measurement focus: Modified Accrual Basis or Accrual Basis.

#### **Governmental Funds**

Governmental fund types use the modified accrual basis of accounting. Under this basis of accounting, revenues are budgeted when they are measurable and available and expenditures are budgeted in the period in which the liability is incurred, which is in accordance with GAAP. "Measurable" means the amount of the transaction that can be determined and "available" means the collectible period. The City considers the majority of its major revenues available when collected. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

Those revenues susceptible to accrual under the modified accrual method are property and other taxes, intergovernmental revenue, franchise fees, and interest revenue. Licenses and permits, including fines and forfeiture revenues, are not susceptible to accrual because generally they are not measurable until received.

The fund balance approach of governmental funds or working capital approach can be identified as current assets less current liabilities. Governmental funds budget capital outlays as expenditures, but do not budget for non-cash expenditures such as accruals for sick and vacation liabilities and depreciation.

#### **Proprietary Funds**

Proprietary funds use the accrual basis of accounting. Under this basis of accounting, revenues are recognized in the period in which they are earned and expenses are recognized when incurred. Proprietary funds also record depreciation and amortization of debt. For the purposes of this budget presentation, depreciation is not displayed and capital purchases and bond principal payments are included as expenses.

#### **Budget Principles**

Budget principles vary from organization to organization, depending upon the local needs and concerns of citizens. Other factors also affect budget principles, such as the state of the local economy, the needs of the organization, the demands of the public for increased services, unfunded mandates and requirements of federal and state regulatory agencies. The budget prepared by the City takes a conservative perspective with regard to both revenues and expenditures. Although historical comparisons and trends are useful, current data trends will sometimes take precedence over prior year trends.

Revenues are often anticipated either at or slightly above prior levels, unless there are other known factors that will significantly affect anticipated revenues either up or down. In addition, day-to-day expenditures are handled in the same manner. Additional budget assumptions are being considered as follows:

- Current expenditures will not exceed current revenues (balanced budget)
- Efficiently use and protect fiscal resources
- The quality of service will remain at existing levels with incremental improvements
- Staffing will not exceed existing levels (51)
- A 1¢ increase in the ad valorem tax rate, applied to the Interest & Sinking rate for debt service on the Series 2022 General Obligation bonds, is proposed.
- General Fund targets a fund balance at approximately 50% (~\$3.1M)
- Unassigned fund balance should be used for emergencies, one-time expenditures
- The scheduled yearly contribution to the Capital Replacement Fund used for future capital purchases will be fully funded

#### **Budget Adjustments**

The City budget may be adjusted under Section 2-180 of the City of Shavano Park Code of Ordinances. Under Section 2-180, the City Manager has the authority to transfer balances within departments and programs. A Department Director may request a budget adjustment between line items, or categories of items, through the Finance Director and City Manager. The City Council must authorize all budget adjustments over \$10,000. In addition, the City Council may authorize three types of adjustments:

Supplemental Appropriations. If the City Manager certifies that revenues are available in excess of those estimated in the budget, an amendment ordinance may be prepared for City Council approval. Budget amendment ordinances are usually considered administrative and only require one reading. In general, the supplemental appropriations are evaluated using the following criteria:

- Why was the item not budgeted in the normal budget process?
- Why can't an adjustment be done within the Department to remedy the condition?

*Emergency Appropriations*. To meet public emergencies affecting life, health, property or the public peace.

Reduction of Appropriations. If at any time during the fiscal year it appears probable that expected revenues will be insufficient to finance expenditures for which appropriations have been authorized, the City Council may adopt an ordinance to reduce appropriations.

All budget adjustments require approval as outlined in the table that follows this paragraph. All budget adjustments will be included in the Finance Director's monthly financial report to City Council.

			Authority	to Approve	
		Department	Finance		
Category	Amount	Head	Director	City Manager	Council
Mithin Dudget Cotogom	< \$5,000	Х	Х		
Within Budget Category	\$5,000-\$10,000		Χ	Х	
Between Budget	\$1,000-\$5,000		Х		
Categories within	\$5,000-\$10,000			Х	
Department	Over \$10,000				X (Ordinance)
Between Departments	ALL			Х	X (Ordinance)
Supplemental					
Appropriations*	ALL				X (Ordinance)
Emergency Appropriations	ALL			Х	X (Ordinance)

<sup>\*</sup>City staff must identify revenue to cover any increase in expenditures.

### **Financial Management Policy**

The Financial Management Policy compiles all the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. These policy statements safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

### **Financial Objectives**

### Revenues

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in economic conditions, which adversely impact that source. One time or unpredictable revenue sources should not be utilized for ongoing expenses/expenditures.

### **Primary Sources of Revenue:**

**Ad Valorem Property Taxes** - The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, continued use of user fees, and economic development. The City shall also strive to stabilize its tax rate and minimize tax rate increases.

**Sales Taxes** - the City's portion of sales taxes percentage generated within the City limits is 2%, of which .5% goes directly to VIA Metropolitan Transit System. The breakdown of the remaining 1.5% is 1.0% General Fund, 0.25% Crime Control District, and 0.25% for Street Maintenance Tax.

**User Fees** - specific charges established by the City for the purpose of covering City's operational and construction costs. Fees include but are not limited to: franchise, licenses, permits, EMS services, court fines, water, and development impact fees.

**Grants** - seek, apply for, and effectively administer federal, state, and local grants, which support the City's current priorities and policy objectives. The potential for incurring ongoing costs will be considered prior to applying for a grant.

**Investments** - Invest and manage the City's cash to ensure its safety, provide necessary liquidity needs of the City and to achieve the highest possible yield.

### **Expenditures**

The City shall identify the priority of must-fund services, establish, and define appropriate service levels and administer the expenditure of available resources to ensure fiscal stability and the effective and efficient delivery of those services.

### **Fund Balance**

Fund balance, as defined in GASB Statement 54, <u>Fund Balance Reporting and Governmental Fund Type Definitions</u>, is reported in the governmental fund financial statements according to five classifications that comprise a hierarchy based on the extent to which the City is bound to honor certain constraints on the use of financial resources with the governmental funds. The City approved a Fund Balance policy by ordinance #400-03-11 on October 6, 2011 following the Statement 54 guidelines. The ordinance is as follows:

Purpose – To provide a stable financial environment for the City of Shavano Park's operations that allows the City to provide quality services to its residents in a fiscally responsible manner designated to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.

Definitions and policies -

- (1) Non-spendable fund balance includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually.
  - At the end of each fiscal year, the City will report the portion of the fund balance that is not in spendable form as Non-Spendable Fund Balance on the financial statements.
- (2) Restricted fund balance includes amounts constrained for a specific purpose by external parties (e.g., Debt Service Fund, Crime Control District Fund, Court Restricted Fund, Street Maintenance Fund, PEG Fund, State and Federal grant funds).
  - At the end of each fiscal year, the City will report "restricted" fund balance for amounts that have applicable legal restrictions per GASB Statement 54.
- (3) Committed fund balance includes amounts constrained for a specific purpose by a government using its highest level of decision-making authority.
  - The amount designated for Tree Preservation & Beautification shall be classified as a Committed Fund Balance.
  - The amount designated for future capital items in the Capital Improvement/Replacement Fund shall be classified as Committed Fund Balance.
  - The amount designated for the street projects in the Street Projects Capital Improvement Fund shall be classified as Committed Fund Balance.
- (4) Assigned fund balance includes General Fund amounts constrained for a specific purpose by a governing body or by an official that has been delegated authority to assign amounts.
  - In accordance with GASB Statement 54, funds that are intended to be used for a specific purpose but have not received the formal approval action at the governing body level may be recorded as Assigned Fund Balance. Likewise, redeploying assigned resources to an alternative use does not require formal action by the governing body. GASB Statement 54 states that resources can be assigned by the governing body or by another internal body or person whom the governing body gives authority to do so.

Therefore, it is the policy of the City that the City Manager will have the authority to assign fund balance of this organization based on intentions for use of fund balance communicated by the City Council.

- (5) Unassigned fund balance. This is the residual classification for the government's General Fund and includes all spendable amounts not contained in the other classifications, therefore, not subject to any constraints. Unassigned amounts are available for any purpose. These are the current resources available for which there are no government self-imposed limitations or set spending plan. Unassigned fund balance can be used for emergency expenditures not previously considered. In addition, the resources classified as Unassigned can be used to cover expenditures for revenues not yet received.
  - At the end of each fiscal year, the City will report as Unassigned Fund Balance for the General Fund the amount in excess of any funds that are otherwise legally restricted and the Committed Fund Balance. This amount is to be used for accumulating funding for capital projects, equipment replacement, and/or for budgetary shortfalls and unexpected expenditures. Appropriation from the Unassigned General Fund balance shall require the approval of the City Council.

It is the goal of the City to achieve and maintain an unassigned General Fund balance equal to 25 percent to 50 percent of budgeted expenditures. The City considers a balance of less than 20 percent to be a cause for concern, barring unusual or deliberate circumstances, and a balance of more than 50 percent as excessive. An amount in excess of 50 percent is to be considered for reservation to accumulate funding for capital projects and equipment, and/or to reduce the tax levy requirements, and shall be determined in conjunction with the annual budget process. If the unassigned General Fund balance is less than the policy anticipates, the City shall plan to adjust budget resources in the subsequent fiscal years to restore the balance.

Appropriations from unassigned General Fund balance shall require the approval of the City Council and shall be only for one –time expenditures, such as capital purchases, and not for ongoing expenditures unless a viable plan designated to sustain the expenditures is simultaneously adopted.

- (6) Spending order. The City Council will utilize funds in the following spending order:
  - Restricted
  - Committed
  - Assigned
  - Unassigned

### **Capital Expenditures and Improvements**

The City's current fund balance policy includes the funding mechanism for capital replacement. Council annually reviews and monitors the condition of the City's capital equipment and

infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources within the budget process.

### **Debt Management**

The City established guidelines for debt financing to provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future annual operating budgets. The Council has the power, except as prohibited by law, to borrow money by whatever method it may deem to be in the public interest.

It is the objective of the Council to limit the debt issue to 1%-3% of valuations when possible.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital expenditures and capital improvements. Sources of this cash shall include, but not be limited to, sales tax, utility system revenues, developer fees, inter-local agreements, and state and federal grants. Debt will not be used to fund current operating expenditures.

### **Types of Debt Sales:**

**Competitive Sales-** choose the bid that results in the lowest effective interest cost for the issuer.

**Negotiated Sales-** interest rates and underwriting spread are determined through negotiation with the underwriter, who has been previously selected to market the bonds.

**Private Placements-** a limited distribution to one or several investors.

### Types of Debt Instruments:

**General Obligation Bonds (GOs)** - Require voter approval and are secured by a promise to levy taxes in an amount necessary to pay annual debt services. The bonds must be issued for projects that are in accordance with the wording in the bond propositions.

**Certificates of Obligation (COs)** - Usually require no voter authorization (petition provision in State law). A notice of intent to issue is required. They can be secured solely by ad valorem taxes, issued for limited purposes such as land acquisition, judgment funding or purchase of heavy equipment or secured by an ad valorem tax and a revenge pledge, issued for any lawful purpose just as GOs.

**Contractual Obligations** - Require no authorization process and are used solely for the acquisition of personal property and are secured by ad valorem taxes or other pledge able revenue.

**Tax Notes** - Require authorization by an ordinance and adoption by City Council and have a maximum maturity of 7 years, issued to fund public improvements; purchase of materials,

supplies, equipment, machinery, buildings, and land; contractual obligations incurred for professional services; pay operating or current expenses; and cash flow shortfall.

**Revenue Bonds** - Require authorization by an ordinance and adoption by City Council and are generally payable from a designated source of revenue. Typically issued for revenue producing operating systems/projects, water utility systems, parks improvements, and special projects.

### **Economic Development**

Initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

### **Fiscal Monitoring**

Analyze financial data and prepare reports that reflect the City's financial performance and economic condition.

### **Accounting, Auditing and Financial Reporting**

Comply with prevailing federal, state, and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). Follow the guidance of the Governmental Finance Officers Association (GFOA), and the Texas Comptroller of Public Accounts' Transparency Stars Program. Contract for, and undergo, an annal financial statement audit performed by an independent public accounting firm experienced in providing municipal auditing services.

### Internal Control

Maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition.

### **Risk Management**

Prevent and/or reduce financial impact of claims and losses to the City through prevention/education and transfer of liability/insurance.

### **Budget**

Develop and maintain a balanced budget (defined as a term signifying budgeted expenditures being offset by budgeted revenues), which presents a clear understanding of goals, service levels and performance standards. The document shall, to the extent possible, be "user-friendly" for citizens.

# **Long-Term Financial Planning**

### Thinking Long-Term as a Basis of Good Financial Governance

The City's history of fiscal conservatism means the City, in 2023, offers excellent municipal services while having one of the lowest property tax rates in Bexar County and a manageable debt burden. These conditions have stimulated the development of quality neighborhoods and businesses and a rise in property values over the last decade. The City faces challenges in maintaining this trend in the coming decade. Shavano Park will become built-out, causing a slow but steady reduction in year-over-year property tax base growth and construction permit revenues. Meanwhile, repairing the City's deteriorating streets will require debt financing while the annual cost of maintaining a professional City staff and providing excellent municipal services will rise. In addition, the City's known drainage problems will require multi-million-dollar grant funding or debt financing to correct. Long-term financing will be key to anticipating major expenses, saving for the coming bills, and ensuring property tax rates stay manageable

In 2022-2023, inflation, rising healthcare costs and wage competition impacted the City budget along with ongoing debt burden associated with the \$10 million voter-approved bonds for street projects in 2022. In response, the City Council has voted to increase the ad valorem tax rate by \$0.01 per \$100 valuation in both 2022 and 2023. While these fiscal headwinds are challenging, the City's strong ad valorem tax base, manageable debt, robust financial capital and ample fund balance and capital reserves positions the City well to navigate. Analysis will be broken into Revenue and Expenditure forecasting.

### **Revenue Forecasting**

	Budget	Budget	Projected							
	2023	2024	2025	2026	2027	2028				
Revenues:										
Ad Valorem Taxes	\$ 4,263,067	4,749,556	5,271,000	5,540,000	5,872,000	6,107,000				
Sales Taxes	1,053,000	1,116,000	1,183,000	1,254,000	1,310,000	1,369,000				
Permit revenue	369,700	381,000	387,000	379,260	371,675	364,241				
Franchise Fees	510,400	536,000	546,700	557,600	568,800	580,200				
Grant revenue	314,042	258,000	61,000	8,000	8,000	8,000				
Other revenues	681,325	649,500	585,121	590,695	594,578	601,577				
Total Revenues	\$ 7,191,534	\$ 7,690,056	\$ 8,033,821	\$ 8,329,555	\$ 8,725,053	\$ 9,030,018				
Annual Increase		\$ 498,522	\$ 343,765	\$ 295,734	\$ 395,498	\$ 304,965				

Ad Valorem (Property) Taxes. Assumed growth rate is 6% annually in property tax revenue through 2027 and 4% thereafter (note – this is the valuation growth, not from raising tax rates). In 2027, no new residential builds will be added to tax rolls. This starting growth rate

- is a conservative rounded-down figure based on the 6.8% annual growth in property tax assessment value between 2017 and 2023. Assumed no tax rate increase beyond current FY2024 rate.
- Sales Taxes. Assumed growth rate is 6% annually in sales tax revenue through 2026 and dropping to 4.5% thereafter. The growth rate moderates in 2026 because all vacant land zoned for commercial use should be developed by year end. The starting growth rate is based on the City's sales tax growth rates in 2022 and 2023.
- **Permit Revenue.** Projected a steady 2% decline in permit revenues after 2025 due to the City reaching build out.
- **Franchise Fees**. Approximately 70% of franchise fees is based on electrical service, and therefore large fluctuations due to weather. City projected a conservative 2% increase per year based on previous growth rates.
- Grant Revenues. Projected return to low levels of grant funding with the required obligation of Federal American Rescue Act funding by December 2024 and end of general federal funding.
- Other Revenues. This is a collection of many smaller revenue groupings. Some of the major movers in this are: EMS Fees (3% annual increase); Court Fees (flat projections); Investment income (major increase in 2023/2024 with steady decline thereafter as reserves are applied in support of debt service).

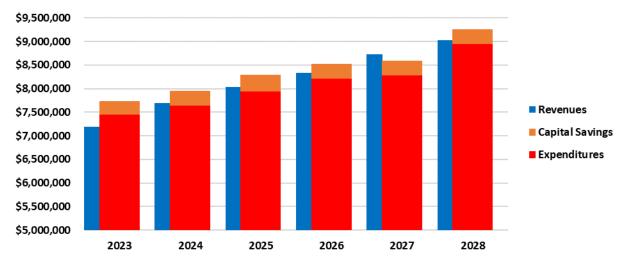
### **Expenditure Forecasting**

	Budget	Budget		Proj	jected				
	2023	2024	2025	2026	2027	2028			
Expenditures:									
Personnel	\$ 4,684,104	5,184,797	5,490,310	5,793,310	6,061,310	6,312,310			
Debt Service	959,103	960,282	958,696	914,100	757,565	758,390			
Capital replacement:									
Purchases	692,901	295,990	256,490	234,490	156,000	533,000			
Other Operating	1,107,334	1,192,800	1,228,400	1,265,100	1,302,900	1,341,800			
Total Expenditures	\$ 7,443,442	\$ 7,633,869	\$ 7,933,896	\$ 8,207,000	\$ 8,277,775	\$ 8,945,500			

- **Personnel**. Assumed a steady decline from the 2022 2023 major payroll increases with a return to historically more 'normal' labor conditions. 10.7% total payroll increase in FY2024 Budget, with 5.9%, 5.5%, 4.6% and 4.1% increases in the out years.
- **Debt Service**. Figures are taken directly from the City's debt payment schedules. Note the drop off in debt service payments in 2027 due to the City's completing payment on a debt issue.
- Capital replacement. Numbers from the City's current capital replacement schedule.
- Other Operating. This is supplies, services, contractual, maintenance, utilities and unscheduled capital outlays. This forecast averages the increase in these categories between FY2018 – FY2023 and then applied a 3% annual increase thereafter to account for inflation.

### **Net Revenues & Expenditure Forecasts**

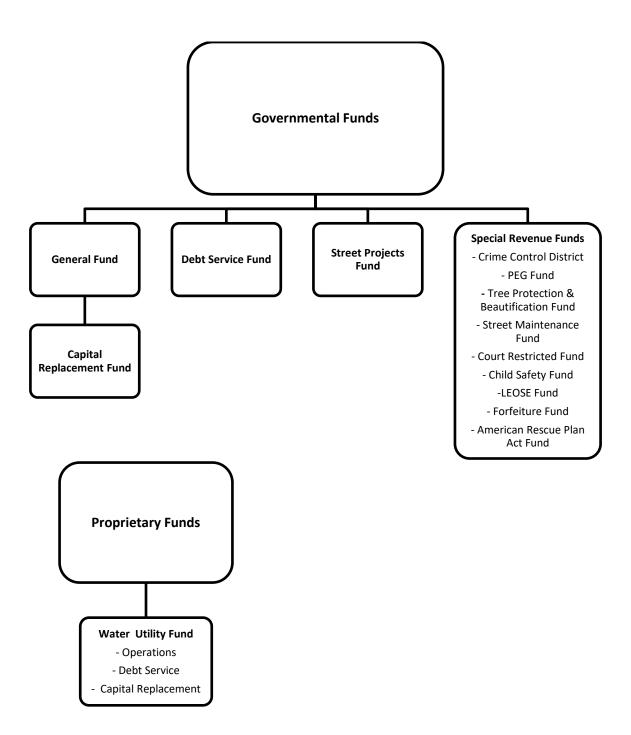




		Budget		Budget				Proj	ecte	ed		
		2023		2024		2025		2026		2027		2028
Net Revenues over	(under)											
Expenditures		\$ (251,908)	\$	56,187	\$	99,925	\$	122,555	\$	447,278	\$	84,518
Capital replace	ment											
	savings)**	297,616		323,144		354,546		317,532		317,532		312,870
Net Revenues over ( Expenditures af												
Replacement Fu	•	\$ (549,524)	\$	(266,957)	\$	(254,621)	\$	(194,977)	\$	129,746	\$	(228,352)
Notes:												
Interfund transfer	s between the listed	I funds are exclud	ded f	rom this and	alysi	s.						
Projections are o	n a budgetary basis	of accounting.										
For FY23, the Cit	y budgeted \$508,00	0 use of Street M	lainte	ence Fund E	alaı	nce and \$51	,800	use of Deb	t Se	rvice Fund E	Balan	ice
For FY24, the Cit	y is planning on usir	ng accumulated S	Stree	t Maintenan	ce F	und and/or	Сар	ital Replace	mer	nt Fund		
fund balan	ce to suppport the S	Series 2022 bond	issu	e debt servi	се							
** Funding for future	e capital replacemer	nt (savings) is not	t a tr	ue expenditi	ıre l	out is showr	to r	eflect the co	mm	itment of m	oney	S
	ore not available for											

The net of the previous revenue and expenditures predictions is presented in graph and table above. The City is predicted, once street maintenance funds exhaust themselves sometime in 2025/2026, to have enough revenues to cover operating expenses and debt but may be unable able to meet capital replacement fund saving schedule without an increase in revenues. Note that capital replacement funding is not a true expenditure, but it is broken out separately as an expense to reflect the commitment of moneys and therefore not available for operating purposes. Hence the two sets of colored net revenues over (under). The top-colored row is without capital replacement fund scheduled savings and the bottom-colored row is after fully saving to the capital replacement fund schedule. In addition, note the major under in 2023 is due to City utilizes street maintenance reserves to pay debt associated with the 2022 bond issuance.

# City of Shavano Park Fund Structure Flow Chart



### **Fund Structure**

The City accounts for revenues and expenditures based on the fund, an accounting system used by nonprofit organizations and agencies, particularly governments. The main purpose of the fund system is to ensure monies are received and expended in compliance with legal requirements. Funds are also established to ensure accountability and proper tracking of revenues and expenditures for designated purposes. All funds described are governed by annual appropriations approved by the City Council and recorded as such. The budgetary accounting for City of Shavano Park financial activities is reflected within 16 separate funds of the following fund types: Governmental Funds and Proprietary Funds.

### **Governmental Funds**

Governmental funds are used to account for general government operations and include the following funds:

### **Major Funds**

The City currently has three funds that are classified as Major: General Fund, Street Projects Fund, and the Capital Replacement Fund.

### 10 - General Fund

Accounts for all financial resources except those required to be accounted for in another fund. The General Fund is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is typically the largest part of the City's financial operation and is always considered a major fund. Revenues are obtained from taxes, franchise fees, licenses and permits, charges for services, intergovernmental revenues, fines, and interest.

### 60 - Street Projects Fund

Funding provided by the proceeds of voter-approved \$9,410,000 general obligation bond issuance as well as federal assistance from the United States Department of Housing and Urban Development reflected in this capital projects fund. Expenditures to recondition/reconstruct specified existing streets and cul-de-sacs that are nearing failure, including engineering, storm water drainage and other related costs. Classified as a major fund due to the amount of assets it holds.

### 70 – Capital Replacement Fund

This fund is used to account for the acquisition and/or replacement of larger capital items and projects, such as fire apparatus and equipment, public works vehicles and equipment, and significant information technology equipment. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy and are designated during the budget process for future use. It is classified as a major fund due to the amount of assets it holds.

### Non-Major Funds (Special Revenue)

The City has several Special Revenue Funds which account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted to expenditures for specified purposes either by federal, state, or local action.

### **40 - Crime Control District**

Sales tax revenues of one-fourth of one percent are used to finance the costs of crime control and crime prevention programs, including the costs for personnel, administration, expansion, enhancement, and capital expenditures. This tax expires every five years after it takes effect; voters must vote to continue in an election held for that purpose.

### 42 - Public Education and Governmental Programming (PEG) Fund

Fees paid to the City by state-issued cable/video franchises under Chapter 66 of the Texas Utilities Code. These fees are to be used only for the purchase of capital items such as buildings, equipment and cameras related to PEGs. No operating costs may be paid with these dollars.

### 45 - Tree Protection & Beautification Fund

Revenues from tree trimming permits and fines collected for noncompliance are designated by ordinance to be placed in a separate fund to assist City residents in defraying costs to prevent the spread of oak wilt, if such event should occur.

### 48 – Street Maintenance Fund

Sales tax revenues of one-fourth of one percent are used to maintain and repair municipal streets that existed on the date of the election to adopt the tax in this special revenue fund. It may not be used to build new streets. This tax expires every four years after it takes effect. Voters must vote to continue with this sales tax in an election held for that purpose.

### 50 - Court Restricted Fund

Court Technology Fund is allowed by state statute, through a municipal ordinance, to collect a court fee used to finance the purchase and maintenance of Court technology.

Court Security Fund is also allowed by state statute, through a municipal ordinance, to collect a security fee used for security personnel, services and items related to buildings that house the operations of Municipal Court.

This fund also includes revenues collected under state statute for Truancy Prevention & Diversion and Municipal Jury programs, effective January 1, 2020.

### 52 - Child Safety Fund

Funds are collected at the county level through a fee on vehicle registration and allocated, after certain expenses, amongst municipalities based on population. The funds are to be used to support programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

### 53 - Law Enforcement Officers Standards Education (LEOSE) Fund

Funds received from the Texas Comptroller to be utilized for continuing education for full time law enforcement officers.

### 54 - Forfeiture Fund

Under Code of Criminal Procedure Chapter 59, forfeiture of contraband allows for any proceeds forfeited to be utilized for purchases related to law enforcement.

### 58 - American Rescue Plan Act Fund

Coronavirus State and Local Fiscal Recovery Funds received from the United States Treasury via the state of Texas under the American Rescue Plan Act are reflected in this special revenue fund. Eligible expenditures must be obligated by December 31, 2024 and paid by December 31, 2026 in accordance with requirements specified in the Act.

### **Debt Service**

### 30 - Debt Service Fund

The City's Debt Service Fund accounts for the accumulation of ad valorem tax - Interest and Sinking (I&S), intergovernmental revenue for the payment of long-term debt principal, interest, and related costs.

### **Proprietary Funds**

Proprietary funds are used to account for the City's activities that are similar to commercial enterprise operations.

### **Business-Type Activities**

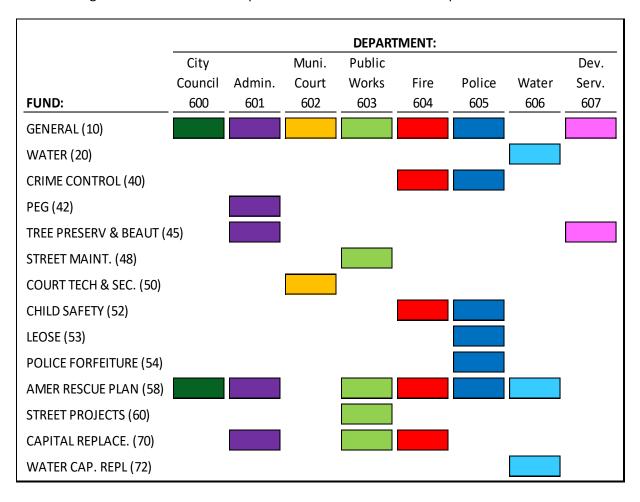
### 20 - Water Utility Fund

The Utility Fund consists of the operating budgets for Water operations in the City and generates revenues from the water services. Water rates must be sufficiently set to pay the total operations, maintenance, debt, and deprecation of the fund.

### 72 - Capital Replacement Fund

This fund accounts for the acquisition and/or replacement of larger capital items and projects related to water operations and infrastructure. Funds are set aside from either current revenues or from unrestricted net assets. This fund was created October 2016 to assist in tracking for accounting and budgeting purposes.

The following illustrates the relationships between the Funds and the Departments:



## **Chart of Accounts & Account Classification System**

All account numbers begin with two digits indicating the fund. (See previous Fund Structure section)

Assets have a five-digit object code beginning with "1" and following in ascending order by liquidity. Liabilities have an object code beginning with "2", and fund balance accounts have an object code beginning with "3".

Assets	<u>s</u>	Liabilities &	Fund Balances
<u>Fund</u>	Object Code	<u>Fund</u>	Object Code
XX -	1XXXX	XX -	2XXXX
		XX -	3XXXX

Revenue accounts follow the fund number with a seven-digit object code starting with "599-" then four digits which indicates the revenue category and source.

### Revenues

<u>Fund</u>	Object Code	Category
XX-	599-1XXX	Taxes
XX-	599-2XXX	Franchise Fees
XX-	599-3XXX	Permits & Licenses
XX-	599-4XXX	Court Fees
XX-	599-5XXX	Water Sales
XX-	599-6XXX	Police/Fire
XX-	599-7XXX	Misc./Grants/Interest
XX-	599-8XXX	Transfers In

.

Expenditures/expenses follow the fund number with a three-digit department code, followed by a 4-digit code beginning with "1" through "9" delineating the categories.

### **Expenditures/Expenses**

<u>Fund</u>	<u>Department</u>	Object Code	Category
XX-	XXX-	1XXX	Personnel
XX-	XXX-	2XXX	General Supplies/Materials
XX-	XXX-	3XXX	Services
XX-	XXX-	4XXX	Contractual
XX-	XXX-	5XXX	Equipment/Building Maintenance
XX-	XXX-	6XXX	Department Specific Materials
XX-	XXX-	7XXX	Utilities
XX-	XXX-	8XXX	Capital Outlay/Debt Service
XX-	XXX-	9XXX	Grant Funded and Transfers Out

**Object Code Classification Definitions for Expenditures** 

1010 SALARIES

Salaries and wages paid to full, part-time, seasonal, and temporary employees filling Council approved

positions based on approved compensation pay scales.

1015 OVERTIME

Pay received by employees for hours exceeding their regular hour work period in accordance with federal

wage and hour laws.

1020 MEDICARE

City's portion of mandatory contributions into the Federal Social Security System at the rate of 1.45% for

Medicare.

1025 UNEMPLOYMENT

The City's unemployment tax, assessed by the Texas Workforce Commission, is based on an employee's first \$9,000 of compensation per calendar year and is computed in accordance with Chapter 204,

Subgroup F of the Texas Unemployment Compensation Act.

1030 HEALTH INSURANCE

Includes the City's portion of health insurance premiums paid for full-time employees and the portion paid towards dependents. The City contributes a set amount per employee, with any difference between the

premium and defined contribution amount applied to dependent coverage, or deposited to Health Reimbursement Account (HRA) or Health Savings Account (HSA). The City also provides 25% of the

dependent health insurance premium.

1031 HEALTH SAVINGS ACCOUNT (HSA)

Charges related to management of the health insurance HRA and HSA funding.

1033 DENTAL

The City covers an employee's dental insurance premium and provides 50% towards dependent dental

insurance.

1035 VISION

The City covers an employee's vision insurance premium and provides 50% towards dependent vision

insurance.

### 1036 LIFE/ADD INSURANCE

Includes City's portion of Life/Accidental Death & Dismemberment coverage for employees under the group term life insurance program.

#### 1037 WORKER'S COMP

Premiums paid to Texas Municipal League Intergovernmental Risk Pool (TML-IRP) for insurance coverage relating to on-the-job injuries.

#### 1040 TMRS

The City participates in the Texas Municipal Retirement System (TMRS) for all positions performing 1,000 plus hours of service per calendar year. The City's contribution rate changes in January of each year, is based on the participating employee's compensation and is approximately 14.0%, depending upon the actuarially determined results of the plan.

### 1070 CERTIFICATE PAY/SPECIAL ALLOWANCES

A fixed amount set by the City for approved certifications held by full-time employees. May also include a mileage and cell phone allowance for certain departments.

### 2020 OFFICE SUPPLIES

Disposable supplies for general office use such as paper, pads, pens, pencils, ink cartridges, etc. and computer related items costing less than \$250 such as keyboards, mouse, travel drives.

### 2025 BENEFITS CITYWIDE

Expenditures related to tuition reimbursement for approved coursework, subject to a maximum annual reimbursement per class, per employee.

### 2030 POSTAGE/METER RENTAL

All material related to postage and delivery for city business, i.e., postage, courier services, express mail, bulk mail permit, and certain invoiced shipping charges.

### 2035 COUNCIL/EMPLOYEE APPRECIATION

Includes costs to promote Council/employee relations, functions, picnics, awards, proclamations, etc.

### 2037 CITY SPONSORED EVENTS

Records expenditures related to the following City Events: Arbor/Earth Day, July 4<sup>th</sup> Celebration, Winter Holiday, Trunk-or-Treat, and City-wide garage sale

### 2040 MEETING EXPENSE

Materials, supplies, food, drinks, and other items for official council, city, and training meetings.

### 2050 PRINTING/COPYING

Costs associated with printing of cardstock, door-hangers, forms, business cards, utility bills, warrant notices, etc.

### 2060 MEDICAL EXAMS/EMPLOYEE DRUG SCREENING/BACKGROUND CHECKS/TESTING

Costs directly related for pre-employment drug screens, physicals, on-the-job accidents, drug screens, background and driver license checks, written testing, and immunizations for needed positions.

### 2070 JANITORIAL/BUILDING SUPPLIES

Items related to general building operations such as toilet paper, soaps, paper towels, light bulbs and cleaning products.

### 2075 BANK/CREDIT CARD FEES

Fees associated with accepting credit card payments on Water Utility accounts.

### 2080 UNIFORMS AND CLOTHING

Costs to maintain/replace uniforms, badges, belts, boots, hats, etc., required to be worn in the course of specific employee's job.

### 2090 SMALL TOOLS

Articles normally of small unit value costing less than \$500, which includes items such as testers, chain saw blades, shovels, weed eater heads, small hand tools, pocket chlorometers, and batteries.

### 2091 SAFETY SUPPLIES/EQUIPMENT

Equipment and supplies necessary for safety such as; gloves, safety vests, first-aid kits, glasses, ice, dehydration drinks, hard hats, and rain slickers.

### 3010 ADVERTISING (LEGAL NOTICES)

Cost for publication such as legal advertising, public notices, and recruiting.

### 3012 ENGINEERING AND CONSULTING

Fees paid for professional engineering services for various miscellaneous requirements not related to debt service projects. Also, fees paid for professional plan review services.

### 3013 PROFESSIONAL SERVICES

Includes services performed for architectural, financial, and contracts not relating to other specified categories approved by the City.

#### 3014 PROFESSIONAL SERVICES – CITY HALL AND MONUMENTS

Includes services performed for at City Hall and the City's monument locations for landscaping, lighting, and related activities.

### 3015 PROFESSIONAL – LEGAL SERVICES/JUDGE/ PROSECUTOR/BUILDING INSPECTION

Costs of legal services provided by attorneys for City day-to-day operations. Monthly fees paid to Municipal Court Judge and Prosecutor for services performed in Municipal Court. Monthly fees paid to independent firm for inspections of new homes/commercial properties, remodeling and various repair projects.

### 3016 CODIFICATION/HEALTH INSPECTION SERVICES

Fees paid to update the code of ordinances books and online when new ordinances/codes are passed by City Council. Monthly fees paid to independent party to perform annual health inspections.

### 3017 PROFESSIONAL – SANITARY INSPECTION

Fees paid to independent party to perform sanitary inspections.

### 3018 CITY WIDE CLEAN UP

Records the expenditures related to shredding and household hazardous waste collection events.

### 3020 ASSOCIATION DUES/SUBSCRIPTIONS/PUBLICATIONS

Costs for subscriptions, professional publications and reference books, annual memberships, dues, and licenses with professional organizations and associations.

### 3030 TRAINING/EDUCATION

Costs associated with tuition and registration of all professional meetings, seminars including education reimbursement, continuing education, and class "C" & "D" water licenses.

### 3040 TRAVEL/MILEAGE/LODGING

Travel costs, lodging and meals while attending outside training and educational functions.

### 3050 & 3070 GENERAL LIABILITY AND PROPERTY INSURANCE

Premiums paid to Texas Municipal League - Intergovernmental Risk Pool for general comprehensive liability, real and personal property, automobile/automobile physical damage liability, law enforcement liability, errors and omissions and cyber security insurance coverage.

### 3060 UNIFORM SERVICE

Costs to maintain/supply uniforms required to be worn in the course of specific employee's job.

### 3072 ANIMAL CONTROL OPERATING SUPPLIES/SERVICES

Includes supplies needed for animal control duties such as traps, snake poles/tubes, protective handling gloves costing less than \$250 per item. Services provided by veterinarian for confinement and medical needs.

# 3075 BANK SERVICE FEES (GENERAL FUND) CONSERVATION EDUCATION/REBATES (WATER UTILITY FUND)

General Fund - Fees charged for banking services performed by the City depository and fees associated with accepting credit card payments.

Water Utility Fund - Supplies to educate the public on water conservation. Allowed rebate to any water utility customer in accordance with the City adopted ordinance.

### 3080 SPECIAL SERVICES

General Fund – Fees paid for EMS billing and collection services by the Shavano Park Fire Department.

Water Utility Fund - Costs associated with hazardous permits obtained from the City of San Antonio for Well Sites #7 & #8, and Texas 811 Locating service.

### 3082 WATER ANALYSIS FEES

Expenses for monthly water testing for compliance, TCEQ annual tests via 3<sup>rd</sup> party, Department of State Health Services testing, and Chlorine Tier II reporting to TCEQ.

### 3085 WEBSITE TECHNOLOGY

Costs associated with maintaining City web site, hosting, programming and posting; in addition to additional professional services for upgrades.

### 3087 CITIZENS COMMUNICATION/EDUCATION

Costs related to publications either electronically or paper for citizens communications such as directory, e-newsletter, online survey services, special mailers, and Fiesta medals. Costs associated with supplies for citizen functions such as National Night Out, Town Hall meetings.

### 3090 COMMUNICATION EQUIPMENT

All materials and services required for the proper maintenance and repair of communication equipment such as hand-held radios including the purchase of new equipment costing less than \$500.

4045 CONTRACT - RADIO FEES

Fees paid to City of San Antonio for radio frequency tower use.

4050 DOCUMENT STORAGE/ARCHIVES

Records the monthly fees for off-site, climate-controlled records storage and the annual costs of archiving

services and shredding.

4060 IT SERVICES

Includes fees paid to the City's information technology contractor as well as warranties, licenses and other

contractual items needed to maintain the City's information technology network.

4075 COMPUTER SOFTWARE/MAINTENANCE

Includes supplies and software as well as yearly license fees for the operation of computers, finance

software, police software and printers thru various vendors such as; Adobe, INCODE, Microsoft, Brazos

Technology, and Badger.

4083 AUDIT SERVICES

Fees paid for the annual audit of the City's financial records as performed by a certified public accounting

firm.

4084 TAX APPRAISAL FEES

Professional fees paid to Bexar County Appraisal District for the legally mandated appraisal services

necessary to value property for ad valorem tax purposes.

4085 TAX COLLECTOR (General Fund)

**EAA – WATER MANAGEMENT FEES (Water Utility Fund)** 

General Fund - Professional fees paid to Bexar County Tax Assessor Collector for the collection and processing of statements for ad valorem taxes for the City. The charge is per account on the tax roll, as

approved by Bexar County Commissioners Court.

Water Utility Fund - amounts paid to the Edwards Aquifer Authority for monthly water management fees.

4086 CONTRACT LABOR

Amounts paid to outside parties for non-employee related services, typically on a short-term, interim

basis.

4088 ELECTION EXPENSE

All costs related to City elections as invoiced by the Bexar County Election Department.

### 4099 WATER RIGHTS/LEASE PAYMENTS

Amounts paid by the Water Utility under signed water lease or purchase agreements.

### **5005 EQUIPMENT LEASES**

Leasing of minor equipment for normal operations and routine maintenance requirements both permanent and temporary. i.e., copiers, lifts, power/air tools, skid steers, excavators, etc.

### **5010 EQUIPMENT MAINTENANCE & REPAIR**

Includes parts and supplies used in normal operation and routine maintenance of all equipment.

### **5015 ELECTRONIC EQUIPMENT MAINTENANCE**

Electronic office equipment needing repair costing less than \$200 in the normal daily routine, i.e., access points, switches and computer replacement parts.

### **5020 VEHICLE MAINTENANCE**

Includes supplies used in normal operation and routine maintenance of motor vehicles, i.e., oil change, inspections, radiator flush, wiper blades, and tire repair/replacement.

### 5030 BUILDING AND GROUNDS MAINTENANCE

Accounts for general maintenance and repair of buildings and structures including supplies, HVAC, plumbing, and electrical, fire extinguisher recharge, and repairs performed by others.

### **5060 VEHICLE & EQUIPMENT FUELS**

Fuel i.e., gasoline, diesel, off-road diesel, butane, natural gas for vehicles, machinery, and equipment.

### 6011 CHEMICALS

Items routinely needed for disinfection of water system and maintenance of the grounds such as, but not limited to, chlorine, salt, insecticides, fertilizer, ant killer, mosquito dunks, bleach, propane, lime and any other items that would be required as needed.

### 6030 INVESTIGATIVE SUPPLIES/PROCESSING

Items routinely purchased related to performing criminal investigations and evidence processing. Items such as finger print powder, tape, testing equipment, evidence bags.

### 6032 POLICE PERSONAL PROTECTIVE EQUIPMENT (PPE) SUPPLIES/MAINTENANCE

Basic supplies and replacement of PPE utilized by police officers such as Self Aid Buddy Aid kits, traffic cones, helmets, gas masks, ballistic shields, gloves, equipment, helmets, boots costing less than \$500.

### 6035 FIREARMS EQUIPMENT

Ammunition and firearm supplies used for training/carried by public safety personnel, including supplies for cleaning and protection of equipment.

### 6037 OTHER EQUIPMENT

Police and first responder equipment not meeting the definition to be recorded in other specific equipment accounts.

#### 6040 EMS SUPPLIES

General medical supplies related to operating ambulance services such as bandages, medicines, latex gloves, splints, syringes, disposal of biohazards etc.

### 6045 FIRE FIGHTING/EQUIPMENT SUPPLIES

Basic supplies related to maintenance and replacement for the firefighting equipment not considered an asset replacement such as hoses, nozzles, fittings, small hand tools, foam, etc.

### 6050 WATER METERS & BOXES

Includes the purchase of new meters and meter boxes for day-to-day operations, general maintenance, and new service.

### 6055 FIRE HYDRANTS AND VALVES

Includes the purchase of fire hydrants, valves, and or parts for new, replacement, and/or repairs.

# 6060 HUEBNER STORAGE TANK (Water Utility) FIRE PPE SUPPLIES/MAINTENANCE (General Fund)

Water Utility - 500,000-gallon water storage tank maintenance to include, but not limited to, supplies such as pipes, fittings, valves, meters, registers, chemical pumps, electrical parts for the variable frequency devices or electric panel, water measuring devices, etc. for maintenance, repair and/or replacement of items within the tank as well as required yearly tank inspections. Maintenance of the emergency drive shaft motor, building facility or equipment shelters. Repairs and/or replacement of security fence.

General Fund - basic supplies and replacement of Personal Protective Equipment utilized by fire fighters such as SCBAs, air testing equipment, repair to bunker pants, helmets, boots, etc.

### 6061 WELL SITE #1 – ELEVATED/GROUND STORAGE TANKS

A well site at Shavano Drive with a 150,000-gallon water storage tower, a 110,000-gallon ground storage tank for water blending, a MIOX/Sand Filter treatment facility which treats the Trinity water prior to blending in the ground storage tank. Includes, but not limited to, supplies such as pipes, meters, registers, fittings, valves, chemical pumps, electrical parts, water measuring devices, salt and filters etc. for maintenance, repair and/or replacement of items within the tanks as well as the required yearly tank

inspections. Includes maintenance of building facilities, Well #1 and all equipment needed for day-to-day operations.

### 6062 WELL SITE #2 – EAA MONITORED

Monitoring site of the Edwards Aquifer located at Fawn Drive. The site is used by the Edwards Aquifer Authority and United States Geological Survey (USGS) to monitor water levels and for possible contaminants within the aquifer. The City only maintains the area for this well.

### 6063 WELL SITE #3

Site located at Cliffside Drive, well dismantled and plugged fiscal year 2022.

### 6064 WELL SITE #4

Site located at Cliffside Drive, well dismantled and plugged fiscal year 2022.

### 6065 WELL SITE #5 - EDWARDS BLENDING

Edwards Aquifer Supply Well located at Broken Bough which blends with Trinity Aquifer at well site 1. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for daily maintenance.

### 6066 WELL SITE #6 - MUNICIPAL TRACT

A water resource from the Edwards Aquifer located at Bike Way Lane. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance. Also maintain driveway access route to well site.

### 6067 WELL SITE #7

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

### 6068 WELL SITE #8

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

### 6069 WELL SITE #9 - TRINITY ACQUIFER

A Trinity Aquifer water resource located at Wagon Trail Road. To include maintenance and/or repair, replacement of water pipes, pumps, meter, valves, fittings, clamps, electrical parts, landscaping and other items necessary for daily maintenance.

6070 SCADA SYSTEM/MAINTENANCE

Designed to allow for 24-hour continuous operation of the water system. Includes maintenance and repairs made to the electronics that monitor the system to include, CPU's, PLC's, level indicators,

transmitters, circuit boards, computers, and monitoring devices.

6071 SHAVANO DRIVE PUMP STATION

Maintenance and repair of pumps, variable frequency drives, and water distribution system.

6072 WATER SYSTEM MAINTENANCE

Maintenance and repair of water distribution system lines and service lines. To include supplies such as

pipe, clamps, fittings, valves, and other items necessary for repairs.

6080 STREET MAINTENANCE/SUPPLIES/BEDDING MATERIAL

Maintenance of City dedicated streets, roadways, and sidewalks, including hot mix asphalt, gravel, rock, rebar, crack seal, concrete, form boards, crushed limestone base, top soil and cold mix. Expenses

associated to general repairs due to age, maintenance, and water line repairs.

6081 SIGN MAINTENANCE

Includes all materials/services used in replacement/addition/maintenance of signs, signals, and street

markings, barricades, traffic/safety cones.

6083 DRAINAGE MAINTENANCE

Includes materials/services used in maintaining storm water drainage system.

6084 PAVILION, PLAYGROUND, PATH MAINTENANCE

Includes general maintenance for the pavilion, playgrounds (including restroom building) and municipal

tract walking path.

6085 STRIPING

Materials/services used to restripe new or improved surfaces.

7040 ELECTRIC

Costs for electricity for City facilities.

7041 NATURAL GAS

Costs for natural gas for City facilities.

### 7042 PHONE/CELL

Costs related to telephone service, city cell phones and other communications services via land, VOIP, and wireless.

### **7044 WATER**

Costs for water service at all City facilities.

### 7045 STREET LIGHTS

Costs for electricity for City street lights.

### 7046 SAWS

Costs for water service to the Lockhill Selma Road medians.

**NON-CAPITAL OUTLAY** - An expenditure that is an acquisition or an improvement (as distinguished from a repair) that is less than \$4,999 that will have a life of more than a year but will not be capitalized per purposes of financial statements. Items to be detailed and approved by Council.

### 8005 & 8025 NON-CAPITAL - OFFICE FURNITURE AND EQUIPMENT

Includes items such as office furniture, file cabinets, computers, refrigerators, microwave approved by the City Council and with values of less than \$4,999.

### 8010 NON-CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of less than \$4,999.

### 8015 NON-CAPITAL - OFFICE COMPUTER EQUIPMENT

Includes items such as computers, printers, fax machines, monitors approved by the City Council and with values of less than \$4,999

### 8020 NON-CAPITAL - MAINTENANCE EQUIPMENT

Items such as weed eaters, chain saws, water pumps, generators, push mowers approved by the City Council and with values of less than \$4,999.

**CAPITAL OUTLAY** - An expenditure that is an acquisition or an improvement (as distinguished from a repair) of \$5,000 or more that will have a life of more than a year that will be capitalized. Items to be detailed and approved by Council.

### 8030 CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of more than \$5,000

### 8045 CAPITAL - COMPUTER EQUIPMENT

Includes items such as servers, firewalls, printers, and copy/fax machines approved by the City Council with values of more than \$5,000.

### 8050 CAPITAL - VEHICLES

Expenditure towards acquisition of a motor vehicle of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

### 8060 CAPITAL - EQUIPMENT

Expenditure towards acquisition of equipment such as backhoe, trencher, skid loader of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

#### 8070 CAPITAL – LAND

Expenditure for purchase of unimproved land for City purposes.

### 8080 CAPITAL – IMPROVEMENT PROJECTS

Expenditure towards major repair/reconstruction/relocation/new projects not otherwise included in existing category for more than \$5,000.

### 8081 CAPITAL - BUILDINGS

Expenditure towards acquisition of buildings of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

### 8085 CAPITAL - STREETS

Expenditure towards major repair or reconstruction of existing streets beyond just general maintenance approved by Council costing more than \$5,000.

### **8087 WATER METER REPLACEMENT**

Expense towards replacing failing Water Utility meters in the field, used to measure consumption at each service location. Generally, a large, group purchase of similar sized meters.

### 8090 CAPITAL - HUEBNER PLANT

Expense towards replacement and improvements at the Huebner Road ground storage tank facility in excess of \$5,000.

### **8091 CAPITAL - WELL #1**

Expenses towards replacement and improvements at the Well #1 facility in excess of \$5,000.

### 8095 CAPITAL - WELL #5

Expenses towards replacement and improvements at the Well #5 facility in excess of \$5,000.

### **8096 CAPITAL - WELL #6**

Expenses towards replacement and improvements at the Well #6 facility in excess of \$5,000.

### **8097 CAPITAL – WELL #7**

Expenses towards replacement and improvements at the Well #7 facility in excess of \$5,000.

### 8098 CAPITAL - WELL #8

Expenses towards replacement and improvements at the Well #8 facility in excess of \$5,000.

### **OTHER LINE ITEMS**

### 9000 GRANT EXPENDITURES

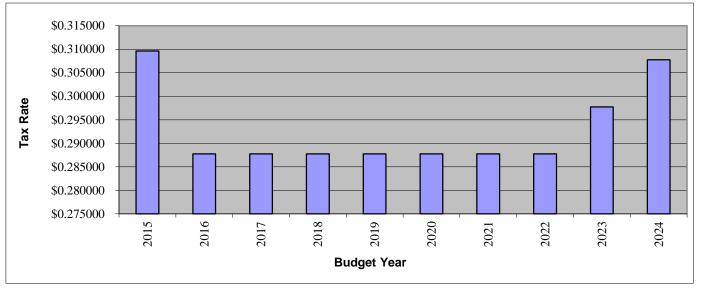
Expenditures financed via grants are separated from normal operations and maintenance items.

### 90XX TRANSFER TO OTHER FUNDS

Reallocation of City assets from one fund to another, generally for a specific, defined purpose.

# City of Shavano Park Historical Ad Valorem Tax Rates

Budget Year	Tax Year		M&O	Total I&S Tax Rate Change				%	\$9 1	axes on 037,528 Home Iluation	Cl	nange
2015	2014		\$ 0.290429	\$ 0.019188	\$	0.309617	(0.0104)	-3.35%	\$	2,903	\$	200
2016	2014		\$ 0.264066	\$ 0.023676	\$	0.307017	(0.0104) $(0.0219)$	-7.60%	\$	2,698	\$	(205)
2017	2016		\$ 0.272352	\$ 0.015390	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2018	2017		\$ 0.274870	\$ 0.012872	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2019	2018		\$ 0.273279	\$ 0.014463	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2020	2019		\$ 0.274995	\$ 0.012747	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2021	2020		\$ 0.274639	\$ 0.013103	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2022	2021		\$ 0.275479	\$ 0.012263	\$	0.287742	0.0000	0.00%	\$	2,698	\$	-
2023	2022	Adopted	\$ 0.275069	\$ 0.022673	\$	0.297742	0.0100	3.36%	\$	2,791	\$	94
2024	2023	Proposed	\$ 0.275342	\$ 0.032400	\$	0.307742	0.0100	3.25%	\$	2,885	\$	94

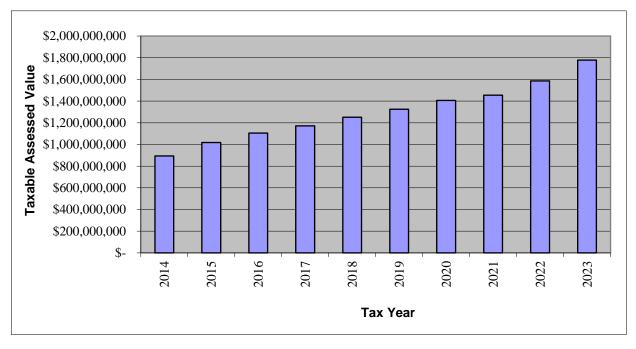


Notes: The above tax rates are per \$100 of taxable value.

Average taxable home value per Bexar Appraisal District, as of September 9, 2023.

# City of Shavano Park Historical Taxable Assessed Value

Budget Year Ending	Tax Year								
2015	2014	\$ 894,520,940	\$	49,790,617	5.89%				
2016	2015	\$ 1,017,973,298	\$	123,452,358	13.80%				
2017	2016	\$ 1,104,407,608	\$	86,434,310	8.49%				
2018	2017	\$ 1,170,636,184	\$	66,228,576	6.00%				
2019	2018	\$ 1,250,999,383	\$	80,363,199	6.86%				
2020	2019	\$ 1,324,452,185	\$	73,452,802	5.87%				
2021	2020	\$ 1,405,594,925	\$	81,142,740	6.13%				
2022	2021	\$ 1,454,617,733	\$	49,022,808	3.49%				
2023	2022	\$ 1,585,267,917	\$	130,650,184	8.98%				
2024	2023	\$ 1,778,341,672 **	\$	193,073,755	12.18%				



<sup>\*\*</sup> Certified grand total reported from Bexar Appraisal District as of September 9, 2023. Includes all freeze taxable values as well as properties under protest.

# City of Shavano Park Analysis of Tax Rates - FY 2022-23 vs. FY 2023-24

	Budgeted FY 2022-23 Assessment		FY 2023-24 Current Rate		FY 2023-24 Voter-Approval Tax Rate		FY 2023-24 No-New-Revenue Tax Rate			FY 2023-24 roposed Tax Rate
Total Taxable Assessed Value (Freeze not Included)	\$	1,107,727,679	\$	1,217,966,437	\$	1,217,966,437	\$	1,217,966,437	\$ 1	,217,966,437
Total Tax Rate (Per \$100)		0.297742		0.297742		0.335232		0.284157		0.307742
Levy on Properties not subject to Ceiling Limit	\$	3,298,171	\$	3,626,398	\$	4,083,013	\$	3,460,937	\$	3,748,194
Add Back: Actual Tax on Properties under Ceiling Limit		1,044,727		1,144,194		1,144,194		1,144,194		1,144,194
Total City Tax Levy	\$	4,342,898	\$	4,770,592	\$	5,227,207	\$	4,605,131	\$	4,892,388
Less: Debt Service Portion (I&S) Collection Less: Debt Service from Properties under Ceiling Limit		(245,067) (79,556)		(276,150) (87,130)		(276,150) (77,386)		(276,150) (91,296)		(385,600) (120,465)
Tax Levy Available to General Fund (M&O) @ 100% *	\$	4,018,275	\$	4,407,312	\$	4,873,671	\$	4,237,686	\$	4,386,323
Revenue Difference from FY 2022-23 for General Fund			\$	389,037	\$	855,396	\$	219,411	\$	368,048
Tax Rate Comparison FY 2022-23 vs. FY 2023-24			\$	-	\$	0.037490	\$	(0.013585)	\$	0.010000

<sup>\*</sup> Council guidance to utilize 100% collection rate for budget purposes in FY 2023-24.

	Budgeted FY 2022-23 Assessment		FY 2023-24 Current Rate		FY 2023-24 Voter-Approval Tax Rate		FY 2023-24 No-New-Revenue Tax Rate		FY 2023-24 Proposed Tax Rate	
Rate Effects on Average Taxable Homestead Value (for a home not subject to tax freeze)	\$	844,490	\$	937,528	\$	937,528	\$	937,528	\$	937,528
Total Tax Rate (Per \$100)		0.297742		0.297742		0.335232		0.284157		0.307742
Total City Tax Levy	\$	2,514	\$	2,791	\$	3,143	\$	2,664	\$	2,885
Difference In City Tax Paid FY 2022-23 vs. FY 2023-24 **			\$	277	\$	629	\$	150	\$	371

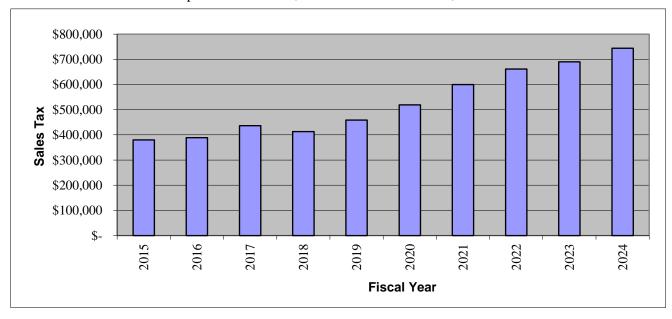
<sup>\*\*</sup> Difference for individual tax payers may be more or less depending on the specific appraised property values.

# City of Shavano Park Historical Sales Tax Rates

	Total	8.25%
State		6.25%
<b>General Fund</b>		1.00%
<b>Street Maintenance Fund</b>		0.25%
<b>Crime Control District</b>		0.25%
VIA		0.50%

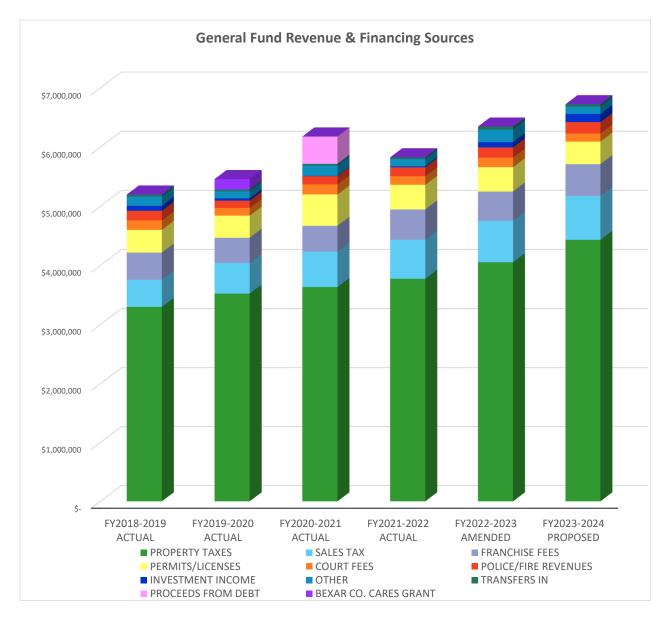
### **General Fund Sales Tax Collections Only**

Budget Year	Sales Tax Collected	Change from Prior Year	%
2015	\$ 379,771	\$ (401,912)	-51.416%
2016	\$ 388,949	\$ 9,178	2.417%
2017	\$ 436,447	\$ 47,498	12.212%
2018	\$ 413,230	\$ (23,217)	-5.320%
2019	\$ 458,638	\$ 45,408	10.989%
2020	\$ 518,987	\$ 60,349	13.158%
2021	\$ 599,823	\$ 80,836	15.576%
2022	\$ 661,768	\$ 61,945	10.327%
2023 Estimated	\$ 690,000	\$ 28,232	4.266%
2024 Proposed	\$ 744,000	\$ 54,000	7.826%



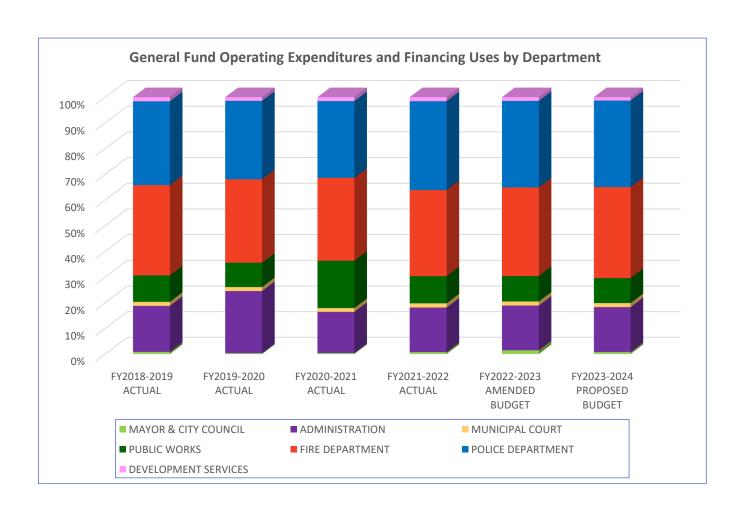
CITY OF SHAVANO PARK
Historical General Fund Revenue & Financing Sources

	FY2018-2019 ACTUAL		FY2019-2020 ACTUAL		FY2020-2021 ACTUAL		FY2021-2022 ACTUAL		FY2022-2023 AMENDED		 2023-2024 ROPOSED
PROPERTY TAXES	\$	3,297,725	\$	3,521,722	\$	3,633,103	\$	3,772,995	\$	4,053,000	\$ 4,431,300
SALES TAX		458,638		518,987		599,823		661,768		702,000	744,000
FRANCHISE FEES		459,058		425,455		435,810		509,888		493,000	536,000
PERMITS/LICENSES		385,096		374,072		530,246		417,962		412,300	381,000
COURT FEES		160,260		131,205		169,439		144,537		162,300	137,200
POLICE/FIRE REVENUES		163,538		123,987		140,086		150,456		172,200	193,700
INVESTMENT INCOME		82,505		36,770		5,219		17,328		88,858	137,005
OTHER		156,355		120,969		174,054		121,678		210,572	123,500
TRANSFERS IN		34,050		28,700		28,800		30,550		52,550	41,070
PROCEEDS FROM DEBT		-		-		462,500		-		-	-
BEXAR CO. CARES GRANT		-		177,051		-		-		-	-
<b>Total Revenues &amp; Sources</b>	\$	5,197,225	\$	5,458,918	\$	6,179,080	\$	5,827,162	\$	6,346,780	\$ 6,724,775



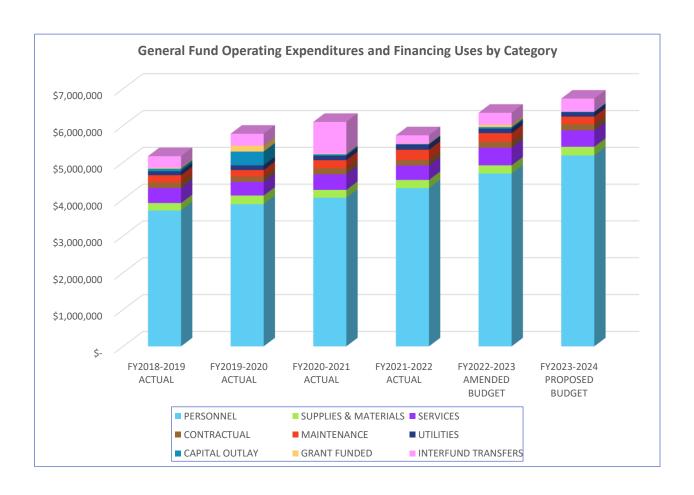
# CITY OF SHAVANO PARK Historical General Fund Operating Expenditures and Financing Uses by Department

	F	/2018-2019 ACTUAL	FY2019-2020 ACTUAL			Y2020-2021 ACTUAL	FY2021-2022 ACTUAL			Y2022-2023 AMENDED BUDGET	FY2023-2024 PROPOSED BUDGET	
MAYOR & CITY COUNCIL	\$	42,300	\$	17,835	\$	21,614	\$	41,874	\$	91,846	\$	52,198
ADMINISTRATION		925,742		1,398,312		978,666		996,078		1,104,793		1,177,699
MUNICIPAL COURT		81,233		89,240		89,955		93,900		100,750		103,710
PUBLIC WORKS		531,840		547,423		1,125,037		606,996		629,989		655,553
FIRE DEPARTMENT		1,816,256		1,877,008		1,968,285		1,923,469		2,189,523		2,386,954
POLICE DEPARTMENT		1,686,140		1,763,571		1,820,929		1,982,022		2,137,279		2,266,936
DEVELOPMENT SERVICES		83,741		83,287		93,968		90,724		92,600		88,725
Total Expenditures & Uses	\$	5,167,252	\$	5,776,676	\$	6,098,454	\$	5,735,063	\$	6,346,780	\$	6,731,775



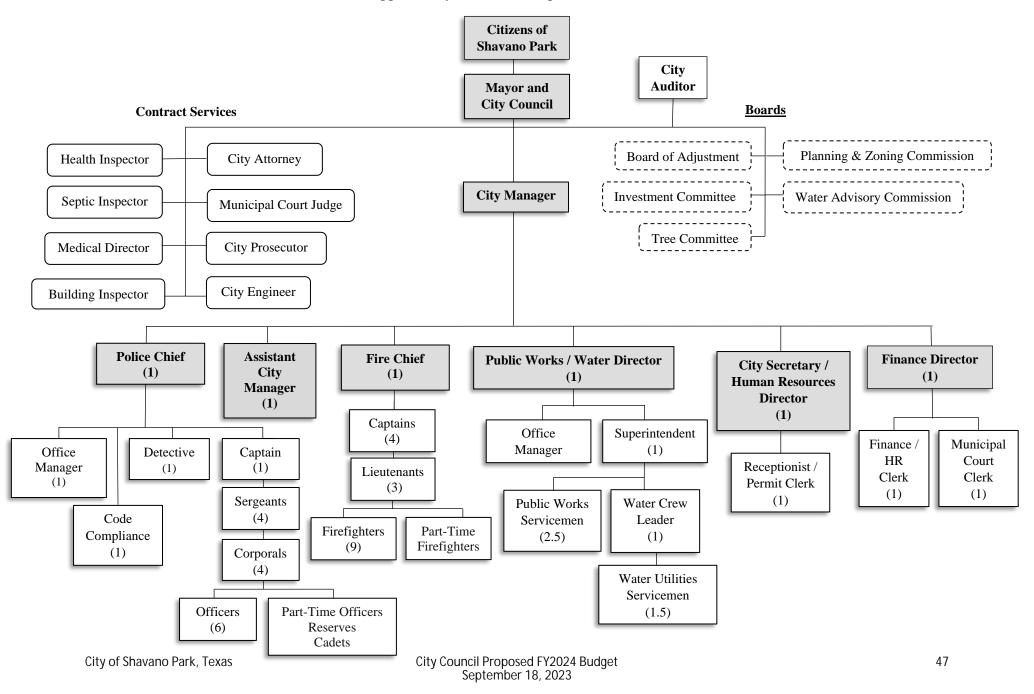
# CITY OF SHAVANO PARK Historical General Fund Operating Expenditures and Financing Uses by Category

(All City Departments, excluding Water Utility)												
	FY2018-2019 ACTUAL		FY2019-2020 ACTUAL		FY2020-2021 ACTUAL		FY2021-2022 ACTUAL		FY2022-2023 AMENDED BUDGET		FY2023-2024 PROPOSED BUDGET	
PERSONNEL	\$	3,690,081	\$	3,860,964	\$	4,036,833	\$	4,296,775	\$	4,696,104	\$	5,185,197
SUPPLIES & MATERIALS		202,954		236,076		213,348		224,304		221,534		237,960
SERVICES		408,742		371,893		422,255		392,239		479,743		446,005
CONTRACTUAL		147,397		136,574		163,763		148,036		157,757		165,899
MAINTENANCE		200,768		185,858		222,317		280,716		238,401		207,210
UTILITIES		107,193		126,493		123,343		141,223		121,150		119,370
CAPITAL OUTLAY		69,228		374,097		35,697		14,767		42,438		13,050
GRANT FUNDED		30,133		160,925		16,783		10,723		63,472		5,000
INTERFUND TRANSFERS		310,756		323,796		864,115		226,280		326,181		352,084
Total Expenditures & Uses	Ś	5.167.252	Ś	5.776.676	Ś	6.098.454	Ś	5.735.063	Ś	6.346.780	Ś	6.731.775



## ORGANIZATIONAL FLOWCHART

Approved by Council on September 11, 2023.



## HISTORICAL STAFFING LEVELS

CITY COUNCIL **PROPOSED** FY 2018-19 FY 2019-20 FY 2020-21 FY2021-22 FY 2022-23 FY 2023-24 10-General Fund **GENERAL ADMINISTRATION - 601** City Manager 1 1 1 1 1 1 Assistant City Manager 0 0 0 0 1 1 City Secretary 1 1 1 1 Finance Director HR/Finance Clerk 1 1 Permit Clerk 1 1 1 1 1 1 Assistant to the City Manager 0 0 1 Department Total 6 6 6 6 6 6 MUNICIPAL COURT - 602 Court Clerk 1 1 PUBLIC WORKS - 603 Director of Public Works 50/50 0.5 0.5 0.5 0.5 0.5 0.5 Public Works/Water Office Manager 50/50 0.5 0.5 0.5 0.5 0.5 0.5 Public Works/Water Superintendent 50/50 0.5 0.5 0.5 0.5 0.5 0.5 Public Works Servicemen 2.5 2.5 2.5 2.5 2.5 2.5 Department Total 4 4 4 4 4 4 FIRE DEPARTMENT - 604 Fire Chief 1 1 1 1 1 1 0 0 0 0 Fire Admin/Lieutenant 1 0 Fire Captain 3 4 4 4 4 4 Fire Lieutenant 3 3 3 3 3 3 Fire Fighter 9 9 9 9 9 9 Department Total 17 17 17 17 17 17 Paramedic Certification 10 10 10 10 10 10

Note: Paramedic certification positions are not additional personnel, but are included within the above Fire Department staffing categories.

## HISTORICAL STAFFING LEVELS

CITY COUNCIL **PROPOSED** FY 2018-19 FY 2019-20 FY 2020-21 FY2021-22 FY 2022-23 FY 2023-24 10-General Fund (continued) POLICE 605 Police Chief 1 1 1 1 Police Office Manager 1 1 1 Police Captain 1 1 1 1 Police Investigator/Sergeant 1 1 Police Sergeant 4 4 4 4 Police Corporal 4 4 4 4 4 4 Police Officer 6 6 6 6 6 6 Police Officer/Code Enforcement 1 1 1 1 1 1 Department Total 19 19 19 19 19 19 47 General Fund Total 47 47 47 47 47 20 - Water Fund WATER - 606 Director of Public Works 50/50 0.5 0.5 0.5 0.5 0.5 0.5 0.5 Public Works/Water Office Manager 50/50 0.5 0.5 0.5 0.5 0.5 Public Works/Water Superintendent 50/50 0.5 0.5 0.5 0.5 0.5 0.5 Water Crew Foreman 0 0 0 0 0 1 Water Crew Leader 1 1 1 1 1 0 Water Servicemen 1.5 1.5 1.5 1.5 1.5 1.5 Water Fund Total 4 4 4 4 4 4 **CITY - WIDE TOTAL** 51 51 51 51 51 51

Note: All listed positions are full time equivalent (FTE).

## CITY OF SHAVANO PARK COMBINED FUND SUMMARY

	F	Y 2019-20	I	FY 2020-21	F	Y 2021-2022	ı	FY 2022-23	ı	FY 2022-23	F	Y 2023 - 24
		ACTUAL		ACTUAL		ACTUAL		ADOPTED		AMENDED		PROPOSED
REVENUES & OTHER FINANCING SOURCES												
GENERAL FUND	\$	5,458,918	\$	6,179,080	\$	5,827,162	\$	6,202,420	\$	6,346,780	\$	6,724,775
WATER UTILITY FUND		1,169,183		1,598,791		1,453,602		1,058,124		1,321,809		1,515,715
CRIME CONTROL FUND		133,259		149,488		165,152		175,500		175,500		198,000
PEG FUND		17,046		16,228		16,339		15,200		15,200		20,800
TREE PROTECTION & BEAUTIFICATION FUND		14,660		12,390		10,395		12,250		12,250		12,250
STREET MAINTENANCE FUND		129,747		149,956		165,441		175,500		175,500		186,000
COURT RESTRICTED FUND		7,210		13,841		11,896		13,250		13,250		10,690
CHILD SAFETY FUND		3,778		3,975		4,040		4,000		4,000		4,000
LEOSE FUND		1,630		1,480		1,282		1,300		1,300		1,300
POLICE FORFEITURE FUND		-		-		-		-		-		-
AMERICAN RESCUE PLAN ACT FUND		-		5		560,693		281,042		325,872		235,461
STREET PROJECTS FUND		-		-		10,216,658		-		400,000		-
GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND		334,729		401,751		199,686		298,741		298,741		383,144
PET DOCUMENTATION & RESCUE FUND		14		-		-		-		-		-
DEBT SERVICE FUND		165,569		173,481		205,971		907,299		907,299		884,831
TOTAL REVENUES & OTHER FINANCING SOURCES	\$	7,435,743	\$	8,700,466	\$	18,838,317	\$	9,144,626	\$	9,997,501	\$	10,176,966
LESS INTERFUND TRANSFERS		(352,496)		(892,915)		(385,892)		(990,023)		(1,012,023)		(863,445
NET REVENUES	\$	7,083,247	\$	7,807,551	\$	18,452,425	\$	8,154,603	\$	8,985,478	\$	9,313,521
EXPENDITURES & OTHER FINANCING USES												
GENERAL FUND	\$	5,776,676	\$	6,098,454	\$	5,735,063	\$	6,212,420	\$	6,346,780	\$	6,731,775
WATER UTILITY FUND		960,530		981,411		1,077,575		1,118,640		1,382,325		1,484,938
CRIME CONTROL FUND		88,314		455,013		136,273		174,090		174,090		193,640
PEG FUND		14,224		927		5,334		10,800		10,800		20,800
TREE PROTECTION & BEAUTIFICATION FUND		19,175		4,758		212		25,000		25,000		25,000
STREET MAINTENANCE FUND		-		46,500		-		683,292		683,292		520,291
COURT RESTRICTED FUND		6,650		6,750		8,500		8,500		8,500		64,020
CHILD SAFETY FUND		3,656		3,431		4,375		5,000		5,000		5,000
LEOSE FUND		1,550		1,636		1,310		1,300		1,300		1,300
POLICE FORFEITURE FUND		-		-		-		-		-		-
AMERICAN RESCUE PLAN ACT FUND		-		-		560,693		281,042		325,872		235,461
STREET PROJECTS FUND		-		-		703,859		1,384,900		1,725,000		4,845,000
GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND		923,179		703,459		108,165		269,000		269,000		54,889
PET DOCUMENTATION & RESCUE FUND		1,903		-		477		-		-		-
DEBT SERVICE FUND		198,849		197,265		229,302		959,103		959,103		960,782
TOTAL EXPENDITURES & OTHER FINANCING USES	\$	7,994,706	\$	8,499,604	\$	8,571,138	\$	11,133,087	\$	11,916,062	\$	15,142,896
LESS INTERFUND TRANSFERS		(352,496)		(892,915)		(385,892)		(990,023)		(1,012,023)		(863,445
NET EXPENDITURES	\$	7,642,210	\$	7,606,689	\$	8,185,246	\$	10,143,064	\$	10,904,039	\$	14,279,451
REVENUES OVER (UNDER) EXPENDITURES	Ś	(558,963)		200,862	\$	10,267,179	\$	(1,988,461)	\$	(1,918,561)		(4,965,930
BEGINNING COMBINED FUND BALANCE	7	10,039,359	Ψ	9,480,396	Ψ	9,681,258	7	19,948,437	Ψ	19,948,437		18,029,876
ENDING COMBINED FUND BALANCE	ς .	9,480,396	ς .	9,681,258	\$	19,948,437	\$	17,959,976	\$	18,029,876		13,063,946
City of Shayano Dark Toyas	٧			Proposed EV2			۲	17,555,570	۲	10,023,070	7	10,000,040

City of Shavano Park, Texas

City Council Proposed FY2024 Budget September 18, 2023

# CITY OF SHAVANO PARK PROPOSED BUDGET SUMMARY BY FUND FY 2023 - 2024

						- ' '	023 2024								
	GENERAL	WATER	CRIME CONTROL	GENERAL CAPITAL IMPROVEMENT/ REPLACEMENT	PEG FUND	TREE PROTECT. & BEAUT.	STREET MAINTENANCE	COURT RESTRICTED	CHILD SAFETY	LEOSE	POLICE FORFEITURE	AMER. RESCUE PLAN ACT	STREET PROJECTS	DEBT SERVICE	TOTAL
REVENUES & OTHER FINANCING	SOURCES:														
			•		4						•		•	4 205 600 4	
PROPERTY TAX	\$ 4,431,300		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,600 \$	.,,
SALES TAX	744,000	-	186,000	-	-	-	186,000	-	-	-	-	-	-	-	1,116,000
OTHER TAXES	30,500	-	-	-	-	-	-	-	-	-	-	-	-	-	30,500
FRANCHISE FEES	536,000		-	-	-	-	-	-		-	-	-	-	-	536,000
CHARGES FOR SERVICES	-	1,043,215	-	-	-	-	-	-	4,000	-	-	-	-	-	1,047,215
PERMITS/LICENSES	381,000	-	-	-	16,000	12,250	-	-	-	-	-	-	-	-	409,250
COURT FEES	137,200	-	-	-	-	-	-	10,690	-	-	-	-	-	-	147,890
POLICE/FIRE REVENUE	193,700	-	-	-	-	-	-	-	-	-	-	-	-	-	193,700
INTEREST	137,005	30,000	12,000	60,000	4,800	-	-	-	-		-	10,000	-	-	253,805
MISCELLANEOUS/GRANTS	93,000	442,500	-	-	-	-	-	-	-	1,300	-	225,461	-	-	762,261
INTERFUND TRANSFERS	41,070	-	-	323,144	-	-	-	-	-		-	-	-	499,231	863,445
TOTAL REVENUES & SOURCES	\$ 6,724,775	\$ 1,515,715	\$ 198,000	\$ 383,144	\$ 20,800	\$ 12,250	\$ 186,000	\$ 10,690	\$ 4,000	\$ 1,300	\$ -	\$ 235,461	\$ -	\$ 884,831 \$	10,176,966
EXPENDITURES & OTHER FINAN	ICING USES:														
GENERAL GOVERNMENT	\$ 1,318,622	\$ -	\$ -	\$ 12,000	\$ 20.800	\$ 25,000	\$ -	\$ -	Ś -	\$ -	\$ -	\$ 118,700	\$ -	\$ - \$	1,495,122
JUDICIAL	103,710	-	-	-		-	-	64,020	-	-	-	-	-	-	167,730
PUBLIC WORKS	655,553	1,267,835	-	35,389	-	-	520,291	-	_	_	_	12,011	4,845,000	_	7,336,079
PUBLIC SAFETY	4,653,890	-	193,640	7,500	_	-	-	_	5,000	1,300	_	104,750	-	_	4,966,080
DEBT SERVICE	-	217,103	-	-	-	-	-	-	-	-	-		-	960,782	1,177,885
TOTAL EXPENDITURES & USES	\$ 6,731,775	\$ 1,484,938	\$ 193,640	\$ 54,889	\$ 20,800	\$ 25,000	\$ 520,291	\$ 64,020	\$ 5,000	\$ 1,300	\$ -	\$ 235,461	\$ 4,845,000	\$ 960,782 \$	15,142,896
(UNDER) EXPENDITURES &															_
USES	\$ (7,000)	\$ 30,777	\$ 4,360	\$ 328,255	\$ -	\$ (12,750)	\$ (334,291)	\$ (53,330)	\$ (1,000)	\$ -	\$ -	\$ -	\$ (4,845,000)	\$ (75,951) \$	(4,965,930)
BEGINNING FUND BALANCE	2,533,957	4,460,395	368,479	1,744,491	140,436	97,027	360,113	72,053	1,850	-	-	5	8,187,799	63,271	18,029,876
ENDING FUND BALANCE	\$ 2,526,957	\$ 4,491,172	\$ 372,839	\$ 2,072,746	\$ 140,436	\$ 84,277	\$ 25,822	\$ 18,723	\$ 850	\$ -	\$ -	\$ 5	\$ 3,342,799	\$ (12,680) \$	13,063,946

<sup>\*</sup> The Debt Service Fund is projecting a deficit fund balance on a budget basis at September 30, 2024, however, it will not, in fact, have a deficit due to excess advalorem taxes collected from properties under the over 65 tax freeze. Those amounts are not considered 'due' and may be deferred, so the City is not able to budget them for the current year debt service. Those amounts are applied toward debt service expenditures for the fiscal year following their collection. The City is estimating approximately \$120,000 of excess collections will be received during FY2024.

## **Strategic Goals and Objectives**

## **Strategic Vision**

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

### Mission

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

## **Values**

- Honesty
- Integrity
- Accountability
- Excellence
- Professionalism
- Innovation
- Inclusiveness
- Open, clear, proactive and transparent communications and Government
- Responsiveness and Customer Service

## **Essential Task List**

- Provide, Efficiently Use, and Protect Fiscal Resources
- Maintain Effective Staffing Resources
- Provide and Maintain Infrastructure
- Maintain a Superior Water System
- Provide Police Services
- Provide Fire / EMS Services
- Conduct Municipal Planning
- Enforce Ordinances / Standards consistently
- Provide Outstanding Customer Service to citizens and visitors
- Identify and Manage Risk

## **Strategic Goals**

- 1. Provide excellent municipal services while anticipating future requirements
- 2. Protect and provide a city-wide safe and secure environment
- 3. Preserve City property values, protect fiscal resources and maintain financial discipline
- 4. Maintain overall excellent infrastructure (buildings, streets and utilities)
- 5. Enhance and support commercial business activities and opportunities
- 6. Enhance the City image and maintain a rural atmosphere
- 7. Promote effective communications and outreach with citizens
- 8. Mitigate storm water runoff

## **Objectives**

## 1. Provide excellent municipal services while anticipating future requirements

- Provide exceptional customer service to citizens and visitors
- Consistently enforce ordinances / policies
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled
- Resource compensation study recommendations adopted by City Council to ensure City pay scale is within current market range

#### 2. Protect and provide a city-wide safe and secure environment

- During major road construction, ensure traffic control plan is implement safely
- Effectively conduct "Community Policing" to keep Shavano Park citizens safe
- Actively respond to citizen concerns
- Proactively pursue reduction of neighborhood crime across the city
- Consistently maintain average police and fire response times to 3-4 minutes
- Routinely emphasize friendly "customer service" and image of City while patrolling
- Proactively enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- Proactively identify visible Code of Ordinance violations, improve internal staff reporting, and effectively engage residents in order to achieve compliance of the Code of Ordinance
- Assess security implications of the Huntington path / gate to the San Antonio linear park
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Continue fire safety measures / improvements by reducing the risk of a forest fire for all municipal areas in coordination with the Texas A&M Forest Service

- Continue participating in the Bexar County Hazard Mitigation Plan. Consider joining the Bexar County inter-jurisdictional emergency management program allowing shared emergency management duties in a catastrophic event
- Annually reevaluate risk assessments for all departments

## 3. Preserve City property values, protect fiscal resources and maintain financial discipline

- Investigate revenue enhancement options
- Continue growth of the Tree Preservation & Beautification Fund
- Maintain the City's online financial transparency webpage (<a href="https://shavanopark.org/finances">https://shavanopark.org/finances</a>)
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves in accordance with our Fund Balance Policy
- Ensure detailed accounting and records for both ARPA and Street Bond funds
- Complete water projects supported by the Bexar County ARPA ILA / Funds
- Revise City's current laddered investment strategy to react to market movement in order to capture available income, for both City's general investments and invested bond proceeds.

### 4. Maintain excellent infrastructure (buildings, streets and utilities)

- Implement 2023 Town Plan initiatives as appropriate
- Continue reconstruction of streets identified in Phase IA; identify and initiate repaving of additional Phase IA streets using 2022 Bond Funds
- Finalize Federal Funding agreements for DeZavala Road improvements; compete contract; and initiate construction
- Ensure the City IT infrastructure facilitates efficient work and communications and is hardened to cyber threats
- Pursue high speed internet opportunities for residential neighborhoods
- Consider options for using the remaining American Rescue Plan Act Funds
- Consider options for all Phases of the 25-30 year street restoration program, including analysis
  of core samples, pavement condition indices, etc., to develop typical pavement sections for a
  'spec-based bid'
- Continue to implement asphalt preservation applications within Shavano Creek and major arterials; applications include crack seal to assist in maintaining pavement conditions
- Protect existing trees, landscaping, and grounds of the overflow City Hall Parking area, while streets and road construction crews use the area
- Maintain essential public water infrastructure to include a capital replacement program.
  - Continue to evaluate water system isolation valves and develop recommendations
  - Extend and reroute water mains and services in cul-de-sacs to prepare for street bond program
- Continue coordination with TxDOT city requirements for NW Military Hwy improvement project scheduled for 2021-24

- Complete a comprehensive water model to anticipate future water system capital requirements. Funding authorized under Bexar County Interlocal Agreement.
- Consider options for private office space for the Assistant City Manager
- Consider replacing existing window treatments with plantation shutters in Council Chambers conference room.

### 5. Enhance and support commercial business activities and opportunities

- Actively participate with City developers to shape and influence commercial activities that posture the City of Shavano Park for future success
- Continue to survey Shavano Park businesses concerning city support
- Continue to maintain an updated business directory supplement and include in the Shavano Park resident directory

## 6. Enhance the City Image while maintaining a rural atmosphere

- Emphasize friendly customer service and make opportunities to engage with public
- Continue Tree City USA recognition
- Continue and promote Firewise recognition; investigate additional muni-tract Firewise projects
- Maintain and promote National Wildlife Federation recognition as a Community Wildlife Habitat
- Continue to support the landscaping plan for the City Monument at City Hall and other city properties. Include City Hall marquee visibility assessment after completion of Northwest Military Highway expansion project.
- Northwest Military Highway Landscaping Committee to continue development of recommendations to improve natural aesthetics after reconstruction completion commensurate with the City's status as a 'Scenic City' and the related funding requirements for foliage replacement on NWM Highway
- Maintain the Lockhill Selma median
- Consider municipal tract enhancements to improve usability and resident enjoyment
- Continue to coordinate with Bitterblue, Inc. and TxDOT for completion of sidewalk / trail from NW Military Highway to link up with the Salado Creek Greenway Trail
- Support the City of San Antonio completion of sidewalks on the east side of Lockhill-Selma between DeZavala and Huebner
- Incremental improvements to the Cliffside trail accessibility and safety for pedestrians and cyclists; reduce rock obstacles at vicinity of the north-west trail turn

#### 7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Ensure timely communication to citizens and businesses on the progress of NW Military

- Highway / Phase IA and IB Street program construction and traffic control
- Conduct up to six City sponsored events (City-wide Garage Sale, Arbor / Earth Day, Independence Day, National Night Out, Trunk or Treat, Holiday Event)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor / Earth Day with Fiesta Medals
- Maintain City website and evaluate additional website applications
- Conduct written engagements with Citizens (Water System, Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Consider further implementation options for the 2023 Comprehensive Town Plan
- Improve outreach in order to grow the Neighborhood Watch Program

## 8. Mitigate storm water runoff

- Finalize federal funding, initiate construction on the DeZavala culvert and storm water drainage project
- Support the mitigation of stormwater problems throughout the City
- Continue to assess the previously approved Drainage Study for implementation opportunities
- Provide maintenance of our storm water system, including inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects
- Finalize the collaboration with TxDOT regarding Northwest Military Highway drainage improvements
- Continue engagement as an active participant with the Texas Water Development Board (TWDB)
   Region 12 San Antonio Regional Flood Planning Group
- Track the City's two remaining drainage projects for inclusion in the Region 12 Regional Flood Plan.
- Consider obtaining easements from current property owners for possible future drainage projects.

## 10 - GENERAL FUND

		Y 2022-23 AMENDED BUDGET	,	C	2023-24 CITY OUNCIL COPOSED	_	DI	FFERENCE
BEGINNING FUND BALANCE	\$	2,533,957	,	\$ 2	2,533,957			
TOTAL REVENUES AND OTHER SOURCES	\$	6,346,780	,	\$ (	6,724,775	_	\$	377,995
DEPARTMENT EXPENDITURES AND OTHER U	SES	S:						
CITY COUNCIL	\$	91,846		\$	52,198		\$	(39,648)
ADMINISTRATION		1,104,793			1,177,699			72,906
COURT		100,750			103,710			2,960
PUBLIC WORKS		629,989			655,553			25,564
FIRE DEPARTMENT		2,189,523		2	2,386,954			197,431
POLICE DEPARTMENT		2,137,279		2	2,266,936			129,657
DEVELOPMENT SERVICES		92,600			88,725			(3,875)
TOTAL EXPENDITURES AND OTHER USES	\$	6,346,780	,	\$ (	6,731,775	-	\$	384,995
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES								
AND OTHER USES	\$			\$	(7,000)	=	\$	(7,000)
ENDING FUND BALANCE, PROJECTED	\$	2,533,957	,	\$ 2	2,526,957			

## OTHER REQUIRED STATUTORY DISCLOSURES:

The City of Shavano Park does not incur expenditures to directly or indirectly influence or attempt to influence the outcome of legislation or administrative action. Therefore, there have been no amounts budgeted for that purpose for FY 2023 -24, nor are any such expenditures reflected within the City's financial records.

Expenditures pertaining to publication of legally required notices in a newspaper -

Actual expenditures for FY 2023, to date	\$ 8,339
Amount budgeted for FY 2024	\$ 10,000

## General Fund - Fund Balance Funding %

	CIT	Y 2023-24 TY COUNCIL ROPOSED	!	ROJECTED 9-30-2023 FUND BALANCE NAUDITED)	UNA	CESS(DEFICIT) SSIGNED FUND ANCE AS A % OF BUDGET
Expenditures	\$	6,731,775	\$	2,533,957		
Fund Balance % of Budget						
20%	\$	1,346,355			\$	1,187,602
25%	\$	1,682,944			\$	851,013
30%		2,019,533			\$	514,425
38%	-					
40%	\$	2,692,710			\$	(158,753)
45%	\$	3,029,299			\$	(495,342)
50%	\$	3,365,888			\$	(831,931)
75%	\$	5,048,831			\$	(2,514,874)
80%	\$	5,385,420			\$	(2,851,463)
85%	\$	5,722,009			\$	(3,188,052)
95%	\$	6,395,186			\$	(3,861,229)
100%	\$	6,731,775			\$	(4,197,818)

10 -GENERAL FUND

			(		2022-2023	) (	( 2023-2	024)
REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
TAXES								
10-599-1010 CURRENT ADVALOREM TAXES	3,469,667	3,621,257	3,750,778	4,018,000	3,987,350	4,010,000	4,386,300	
10-599-1020 DELINQUENT ADVALOREM TAXES	35 <b>,</b> 761	811	8,838	20,000	14,097	16,000	25,000	
10-599-1030 PENALTY & INTEREST REVENUE	16,293	11,034	13,379	15,000	12,419	14,000	20,000	
10-599-1040 MUNICIPAL SALES TAX	518,987	599 <b>,</b> 823	661 <b>,</b> 768	702,000	556 <b>,</b> 508	690,000	744,000	
10-599-1060 MIXED BEVERAGE TAX	17,479	24,449	27,638	28,000	24,543	29,000	30,500	
TOTAL TAXES	4,058,187	4,257,375	4,462,401	4,783,000	4,594,917	4,759,000	5,205,800	
FRANCHISE REVENUES								
10-599-2020 FRANCHISE FEES - ELECTRIC	279,711	292,755	354,780	335,000	231,249	345,000	365,000	
10-599-2022 FRANCHISE FEES - GAS	25,775	31,824	45,287	45,000	45,587	49,000	49,000	
10-599-2024 FRANCHISE FEES - CABLE	70,095	66,019	68,173	66,000	53,301	71,500	73,000	
10-599-2026 FRANCHISE FEES - PHONE	14,945	11,355	9,958	11,000	7,152	9,450	9,000	
10-599-2028 FRANCHISE FEES - REFUSE	34,928	33,859	31,689	36,000	36,013	36,013	40,000	
TOTAL FRANCHISE REVENUES	425,455	435,810	509,888	493,000	373,302	510,963	536,000	
PERMITS & LICENSES								
10-599-3010 BUILDING PERMITS	320,469	376,524	356,363	350,000	233,358	310,000	320,000	
10-599-3012 PLAN REVIEW FEES	24,984	16,057	25,674	23,000	21,979	29,000	23,000	
10-599-3018 CERT OF OCCUPANCY PERMITS	3,100	3,200	2,700	4,000	3,300	3,800	3,500	
10-599-3020 PLATTING FEES	2,480	6,465	2,400	3,000	2,400	2,400	2,500	
10-599-3025 VARIANCE/RE-ZONE FEES	2,100	0	1,050	1,000	700	700	1,000	
10-599-3040 CONTRACTORS' LICENSES	7,570	8,670	9,850	9,000	7,380	9,000	9,500	
10-599-3045 INSPECTION FEES	5,505	11,215	13,315	14,000	13,105	16,000	13,500	
10-599-3048 COMMERCIAL SIGN PERMITS	2,500	800	2,150	1,800	1,900	2,300	2,000	
10-599-3050 GARAGE SALE & OTHER PERMITS	•	2,290	1,960	2,000	1,140	1,800	2,000	
10-599-3055 HEALTH INSPECTIONS	2,200	5,000	2,500	4,500	3,350	4,000	4,000	
10-599-3060 DEVELOPMENT FEES	2,314	100,025	-,	0	0	0	0	
TOTAL PERMITS & LICENSES	374,072	530,246	417,962	412,300	288,612	379,000	381,000	
COURT FEES								
10-599-4010 MUNICIPAL COURT FINES	105,269	140,927	120,327	135,000	88,068	110,000	115,000	
10-599-4010 MONICITAL COOKI FINES	3,381	4,993	4,111	4,500	2,996	4,000	4,000	
10-599-4028 STATE COURT COST ALLOCATION	•	7,944	6,459	6,500	2,330	6,000	6,000	
10-599-4030 WARRANT FEES	16,850	15,396	13,541	16,000	9,623	12,000	12,000	
10-599-4036 WARRANT FEES 10-599-4036 JUDICIAL FEE - CITY	366	179	13,341	300	56	175	200	
TOTAL COURT FEES	131,205	169,439	144,537	162,300	100,744	132,175	137,200	
TOTAL COURT FEED	101,200	100,700	177,00/	102,500	100,744	132,113	131,200	

10 -GENERAL FUND

Color=100   Colo
POLICE/FIRE REVENUES   10-599-6010 POLICE REPORT REVENUE   285   83   183   200   105   125   200
10-599-6010 POLICE REPORT REVENUE
10-599-6020 POLICE DEPT REVENUE
10-599-6030 POLICE DEPT. REVENUE
10-599-6040 TOWING CONTRACT
10-599-6060 EMS FEES
10-599-6060 EMS FEES
10-599-6055 CARES ACT PROVIDER RELIEF
MISC./GRANTS/INTEREST 10-599-7000 INTEREST INCOME 36,770 5,219 17,328 88,858 145,502 175,000 137,005 10-599-7005 INTEREST - LEASE RECEIVABLE 0 0 2,868 0 0 0 0 0 10-599-7021 GRANTS 33,905 20,149 0 57,360 57,360 57,360 0 10-599-7023 GRANTS 1LEASE RECEIVABLE 0 0 0 0 0 0 0 0 0 0 10-599-7023 BEXAR COUNTY 1LA - CRF 177,051 0 0 0 0 0 0 0 0 0 0 0 0 10-599-7025 US DOJ VEST GRANT 2,419 4,163 2,193 3,000 2,214 2,900 3,000 REIMBURSED 50% EA VEST 6 500.00 10-599-7027 OPIOID ABATEMENT 0 0 0 0 0 998 3,000 0 10-599-7030 FORESTRY SERVICE GRANT 4,000 2,250 1,250 24,663 19,663 19,663 5,000 10-599-7030 FORESTRY SERVICE GRANT 4,000 2,250 1,250 24,663 19,663 19,663 5,000 10-599-7030 FORESTRY SERVICE GRANT 4 0 0 322 500 162 250 500 10-599-7030 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500 VARIOUS MISC COLLECTION 0 0.00 LOCKHILL SELMA COA 0 0.00 LOCKHILL SELMA COA 0 0.00 10-599-7050 DEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7050 RECYCLING REVENUE 5,052 2,573 0 4,000 0 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
10-599-7000 INTEREST INCOME
10-599-7021 GRANTS 33,905 20,149 0 57,360 57,360 57,360 0 0 0 10-599-7021 GRANTS 33,905 20,149 0 57,360 57,360 57,360 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
10-599-7021 GRANTS
10-599-7023 BEXAR COUNTY ILA - CRF
10-599-7025 US DOJ VEST GRANT   2,419   4,163   2,193   3,000   2,214   2,900   3,000   10-599-7027 OPIOID ABARDEMENT   0 0 0 0 0 0 998   3,000 0 0   10-599-7030 FORESTRY SERVICE GRANT   4,000   2,250   1,250   24,663   19,663   19,663   5,000   10-599-7037 STRAC   12,298   17,813   9,210   6,449   6,449   6,449   0   10-599-7040 PUBLIC RECORDS REVENUE   14   0   322   500   162   250   500   10-599-7050 ADMINISTRATIVE INCOME   8,168   20,691   5,408   10,500   6,556   8,500   10,500   2,500   10-599-7050 ADMINISTRATIVE INCOME   8,168   20,691   5,408   10,500   6,556   8,500   10,500   2,500   10-599-7055 BEXAR COUNTY ELECTION   0   0.00   10-599-7055 BEXAR COUNTY ELECTION   1,409   9,076   1,065   500   1,267   1,300   1,000   10-599-7070 RECYCLING REVENUE   5,052   2,573   0   4,000   0   6,528   8,000   8,000   10-599-7072 PAVILION & CH GROUNDS RENT   0   1,965   4,777   6,000   5,281   7,500   7,500   10-599-7075 SITE LEASE/LICENSE FEES   26,154   28,139   30,447   28,600   26,734   32,000   32,000   29,400   SUBLEASE   0   0.00   0   0   0   0   0   0   0
REIMBURSED 50% EA VEST 6 500.00  10-599-7027 OPIOID ABATEMENT 0 0 0 0 998 3,000 0  10-599-7037 FORESTRY SERVICE GRANT 4,000 2,250 1,250 24,663 19,663 19,663 5,000  10-599-7037 STRAC 12,298 17,813 9,210 6,449 6,449 6,449 6,449 0  10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500  10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500  VARIOUS MISC COLLECTION 0 0.00  LOCKHILL SELMA COA 0 0.00  10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000  10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000  10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 6,528 8,000 8,000  10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500  10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000  CCATT-AT&T 0 0.00  SUBLEASE 0 0 0.00  10-599-7076 SITE LEASE REV - CONTRA 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
10-599-7027 OPIOID ABATEMENT 0 0 0 0 0 998 3,000 0 10-599-7030 FORESTRY SERVICE GRANT 4,000 2,250 1,250 24,663 19,663 19,663 5,000 10-599-7037 STRAC 12,298 17,813 9,210 6,449 6,449 6,449 0 10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500  VARIOUS MISC COLLECTION 0 0.00 LOCKHILL SELMA COA 0 0.00 10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 6,528 8,000 8,000 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000  CCATT-AT&T 0 0.000 SUBLEASE 0 0 0.00 10-599-7076 SITE LEASE REV - CONTRA 0 0 0 0 0 0 0
10-599-7030 FORESTRY SERVICE GRANT 4,000 2,250 1,250 24,663 19,663 19,663 5,000 10-599-7037 STRAC 12,298 17,813 9,210 6,449 6,449 6,449 0 10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500 VARIOUS MISC COLLECTION 0 0.00 LOCKHILL SELMA COA 0 0.00 10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 CCATT-AT&T 0 0.000 SUBLEASE 0 0 0.00 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0 0
10-599-7037 STRAC 12,298 17,813 9,210 6,449 6,449 6,449 0 10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500  VARIOUS MISC COLLECTION 0 0.00  LOCKHILL SELMA COA 0 0.00  10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000  CCATT-AT&T 0 0.00  SUBLEASE 0 0.000 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0 0
10-599-7040 PUBLIC RECORDS REVENUE 14 0 322 500 162 250 500 10-599-7050 ADMINISTRATIVE INCOME 8,168 20,691 5,408 10,500 6,556 8,500 10,500  VARIOUS MISC COLLECTION 0 0.00 LOCKHILL SELMA COA 0 0.00 10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000  CCATT-AT&T 0 0.00 SUBLEASE 0 0.000 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0 0
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VARIOUS MISC COLLECTION 0 0.00 2,500 LOCKHILL SELMA COA 0 0.00 8,000  10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000  CCATT-AT&T 0 0.00 29,400 SUBLEASE 0 0.000 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0 0
LOCKHILL SELMA COA   O   O.00   S,000     S,000     S,000     S,000   S   S,000   S   S,000   S   S,000   S   S,000
10-599-7055 BEXAR COUNTY ELECTION 1,409 9,076 1,065 500 1,267 1,300 1,000 10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 CCATT-AT&T 0 0.00 29,400 SUBLEASE 0 0.000 2,600 10-599-7076 SITE LEASE REV - CONTRA 0 0 0 (27,747) 0 0 0 0 0 0
10-599-7060 CC SERVICE FEES 4,470 7,942 7,891 8,000 6,528 8,000 8,000 10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 CCATT-AT&T 0 0.00 29,400 SUBLEASE 0 0.000 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0 0
10-599-7070 RECYCLING REVENUE 5,052 2,573 0 4,000 0 0 0 0 10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 29,400 SUBLEASE 0 0.000 29,400 10-599-7076 SITE LEASE REV - CONTRA 0 0 0 (27,747) 0 0 0 0 0
10-599-7072 PAVILION & CH GROUNDS RENT 0 1,965 4,777 6,000 5,281 7,500 7,500 10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 29,400 29,400 SUBLEASE 0 0.000 2,600 2,600 10-599-7076 SITE LEASE REV - CONTRA 0 0 (27,747) 0 0 0 0
10-599-7075 SITE LEASE/LICENSE FEES 26,154 28,139 30,447 28,600 26,734 32,000 32,000 29,400 29,400 20,600 2
CCATT-AT&T       0       0.00       29,400         SUBLEASE       0       0.00       2,600         10-599-7076 SITE LEASE REV - CONTRA       0       0       27,747)       0       0       0       0
SUBLEASE       0       0.00       2,600         10-599-7076       SITE LEASE REV - CONTRA       0       0       27,747)       0       0       0       0       0
10-599-7076 SITE LEASE REV - CONTRA 0 0 ( 27,747) 0 0 0 0
10-599-7077 AMORT - DEF INFLOW - LEASES 0 0 27,280 0 0 0 0
10-599-7084 DONATIONS- FIRE DEPARTMENT 0 0 0 3,000 3,000 3,000 0
10-599-7085 DONATIONS- POLICE DEPT 0 0 50 0 0 0 0
10-599-7086 DONATIONS- ADMINISTRATION 2,000 2,598 14,501 2,500 10,310 10,310 4,000
10-599-7090 SALE OF CITY ASSETS 3,108 26,050 2,879 27,500 8,129 20,000 21,500
2 PATROL VEHICLES 2 7,000.00 14,000
OTHER MISC EQUIPMENT 1 7,500.00 7,500
10-599-7097 INSURANCE PROCEEDS 494 6,198 11,646 0 444 444 0
10-599-7099 PROCEEDS OF DEBT ISSUANCE 0 462,500 0 0 0 0 0
TOTAL MISC./GRANTS/INTEREST 317,311 617,325 111,366 271,430 300,597 355,676 230,005

10 -GENERAL FUND

			(-		2022-2023	) (	2023-	-2024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
								<del></del>
TRANSFERS IN	00 050	00.050	00.050	00.050		00.050	00 050	
10-599-8020 TRF IN -WATER FUND	22,050	22,050	22,050	22,050	0	22,050	22,050	<del></del>
10-599-8050 TRF IN -COURT RESTRICTED	6 <b>,</b> 650	6 <b>,</b> 750	8 <b>,</b> 500	8 <b>,</b> 500	0	8 <b>,</b> 500	9,020	
INCODE - COURT 0	0.00							3,820
COURT SECURITY - SPPD 0	0.00							5,200
10-599-8058 TRF IN - ARPA FUND INTEREST	0	0	0	22,000	18,530	22,000	10,000	
10-599-8099 FUND BALANCE RESERVE	0	0	0	0	0	0	7,000	
STARR FAMILY FY23 DONAT 0	0.00						•	7,000
TOTAL TRANSFERS IN	28,700	28,800	30,550	52,550	18,530	52,550	48,070	
TOTAL NON-DEPARTMENTAL	5,458,918	6,179,081	5,827,162	6,346,780	5,863,034	6,407,689	6,731,775	
TOTAL REVENUES	5,458,918	6,179,081	5,827,162 ======	6,346,780 ======	5,863,034	6,407,689	6,731,775	

## Mayor & Council - 600

## **Major Budget Changes:**

Increase in Travel/Lodging/Meals (3040) as the annual TML conference for FY24 is in Dallas with the prior conference being in San Antonio.

Supplies:	\$ 30,050
-2037 City Sponsored Events accounts for \$28,500 of this amount	
Up to 5 City sponsored events are funded from this account	
Services:	\$ 16,898
-3018 City Wide Clean Up - No household hazardous waste collection planned fo -3020 Association Dues & Publications - membership in greater:SATX, a regional partnership, planned for the new fiscal year	
Contractual: -4088 Election Services	\$ 4,250
Capital Outlay:	\$ 1,000

-8015 Non-Capital - Computer Equipment, laptop replacement \$1,000

10 -GENERAL FUND CITY COUNCIL

CITY COUNCIL			(-		2022-2023	) (	( 2023-	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSEI BUDGET
SUPPLIES								
600-2020 GENERAL OFFICE SUPPLIES	208	81	235	200	148	200	200	
600-2035 COUNCIL/EMPLOYEE APPREC.	126	340	728	650	108	500	650	
600-2037 CITY SPONSORED EVENTS	13,004	12,570	22,217	24,000	24,396	24,500	28,500	
EVENTS(3) ARBOR, JULY, 3	9,000.00						2	7,000
EVENTS (2) GARAGE SALE, 2	750.00							1,500
600-2040 MEETING SUPPLIES	554	576	384	720	237	675	700	
COUNCIL MEETINGS 6	70.00							420
GENERAL SUPPLIES 0	0.00							280
600-2080 UNIFORMS	62	0	353	0	0	0	0	
TOTAL SUPPLIES	13,955	13,567	23,918	25,570	24,888	25,875	30,050	
SERVICES								
600-3018 CITY WIDE CLEAN UP	0	1,400	860	29,220	26,688	27,300	1,400	
SHRED 2	700.00	1,400	000	23,220	20,000	27,300	1,400	1,400
600-3020 ASSOCIATION DUES & PUBS	1,743	1,743	1,153	1,768	1,833	1,833	6,848	1,400
TML -MEMBERSHIP 0	0.00	1,743	1,133	1,700	1,000	1,000	0,040	1,233
AACOG 0	0.00							600
	0.00							15
	0.00							5,000
enemien emin, eeen een e		1 515	2 (70	2 000	2 040	2 400	4 200	5,000
600-3030 TRAINING/EDUCATION	0	1,515	2 <b>,</b> 670	3,800	2,040	2,400	4,300	2 200
TML CONFERENCE 6	550.00							3,300
OTHER TRAININGS 2	500.00			4 050		4 000		1,000
600-3040 TRAVEL/LODGING/MEALS	162	40	4,048	1,350	669	1,000	4,350	
2023 TML CONF - MILES/P 0	0.00							1,000
2023 TML CONF - MEALS 0	0.00							650
2023 TML CONF - LODGING 3	900.00							2,700
600-3090 COMMUNICATIONS SERVICES	0	0	50	0	0	0	0	
TOTAL SERVICES	1,905	4,698	8,781	36,138	31,229	32,533	16,898	
ONTRACTUAL								
600-4088 ELECTION SERVICES	155	3,327	9,175	4,250	0	0	4,250	
TOTAL CONTRACTUAL	155	3,327	9,175	4,250	0	0	4,250	-
		•	•	•				
APITAL OUTLAY								
600-8005 NON CAPITAL - OFFICE FURN	TI 0	0	0	1,000	1,403	1,750	0	
600-8015 NON-CAPITAL-COMPUTER EQUI	PM 1,820	23	0	1,000	0	0	1,000	
LAPTOP REPLACEMENT (if 0	0.00							1,000
600-8080 CAPITAL - IMPROVEMENT PRO	JE 0	0	0	23,888	23,888	23,888	0	
	1,820	23					1,000	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2023

10 -GENERAL FUND CITY COUNCIL

CIII COONCIL			(		2022-2023	·) (	2023-2	024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
TOTAL CITY COUNCIL	17,835	21,615	41,874	91,846	81,408	84,046	52,198	

PAGE: 5

## Administration Department – 601

## **Color Code Purple**

## **Goals:**

- Effectively communicate with residents, businesses, visitors, and other stakeholders
- Provide exceptional customer service and effective administration of services
- Efficiently use and protect fiscal resources through sound financial practices
- Conduct effective master planning to posture the City now and for the future
- Provide planning, research, and support to City Staff and Council
- Ensure the City IT infrastructure facilitates efficient work and communications and is hardened to cyber threats

## **Objectives:**

## Effectively communicate with residents, businesses, visitors, and other stakeholders

- Maintain an informative, effective, and user-friendly website
- Survey Shavano Park businesses concerning City services; update business directory
- Update and continue implementation of the City Communications Plan
- Improve quality of staff Roadrunner articles
- Post selected Roadrunner articles on social media
- Timely convey to impacted residents information regarding Phase I street reconstruction status
- Install a Pavilion public announcement (PA) system to support City Public Access Channel planning (PEG)

## <u>Provide exceptional customer service and effective administration of services</u>

- Hire and maintain an exceptionally talented team based upon the resources available
- Provide excellent human resources services to staff
- Review and update the employee handbook as needed
- Provide training and professional development opportunities to staff, including resourcing for the Assistant City Manager to attend TML's Leadership Academy
- Effectively administer municipal elections
- Maintain excellent records management program
- Implement a plan to harden the windows and the walls of the Court office area

### Efficiently use and protect fiscal resources through sound financial practices

- Provide City Council and Staff with timely, accurate financial information
- Maintain the City's online financial transparency webpage (https://shavanopark.org/finances)

- Earn Government Finance Officers Association Distinguished Budget Presentation Award
- Complete the City's FY23 annual financial audit with no audit adjustments

## Conduct effective master planning to posture the City now and for the future

- Engage residents to participate in municipal planning
- Assist Council in considering options for implementing additional objectives from the 2018 Comprehensive Plan (Town Plan)
- Review and update the City Emergency Management Plan
- Assess required FEMA mandated NIMS certifications; develop a training plan for certain staff positions
- Conduct an annual Emergency Operations Center training & familiarization drill

## Provide planning, research, and support to City Staff and Council

- Continue to provide quality City presentations
- Consistently enforce ordinances and policies
- Coordinate with San Antonio to complete the sidewalks (Hike and Bike trail) from Huebner Road north along Lockhill Selma to connect with N. Loop 1604 as well as options to connect to the Salado Creek Trail System
- Review contracts /professional services and request RFQs/RFPs as appropriate
- Maintain Tree City USA recognition
- Maintain Scenic City recognition
- Provide effective Staff planning and support to the City Sponsored events
- Participate in 2024 ChildSafe Cardboard Kids program to promote child abuse awareness in Bexar County

## Ensure IT infrastructure facilitates efficient work and communications and is hardened to cyber threats

- Improve the accessibility of City communications by growing digital presence
- Maintain Cybersecurity Incident Response Plan in a ready state
- Conduct semi-annual phishing email campaigns against city staff
- Continue City participation in Multi-State Information Sharing & Analysis Center (MS-ISAC)
- Renew cloud email security service licenses
- Renew firewall licenses
- Complete Cybersecurity Awareness Training
- Renew web traffic security licenses
- Upgrade City Phone system from legacy Toshiba to a Voice-over-IP system
- Upgrade computers to Windows 11 with ARPA funds in FY24 to avoid FY25 costs
- Upgrade City security event incident management (SEIM) system

ADMINISTRATION	PERFORMA	NCE MEASU	RES:	
	Actual	Actual	Projected	Target
Description:	FY20-21	FY21-22	FY22-23	FY23-24
Strategic Goal - Provide excellent municipal service Department Goal - Conduct effective master plann	•			
# of Public Meetings Held	43	53	47	42
Strategic Goal - Promote effective communications Department Goal - Effectively communicate with re			d others.	
Average # of Monthly Unique City Website Visitors	Not measured	2,185 per month	2,106 per month	2,100 per month
Department Goal - Provide exceptional customer s	ervice and effect	tive administratio	on of services.	
# New Full Time Employees Onboarded	6	6	10	5
Strategic Goal - Preserve City property values, pro Department Goal - Efficiently use & protect fiscal r  City Maintenance & Operation Budget: Per Capita (Census Bureau) Per Property (BCAD)			•	e. \$1,687.00 \$2,925.00
Tax Rate (per \$100 valuation)	\$0.287742	\$0.297742	\$0.297742	\$0.307742
% of General Fund Fund Balance	42.08%	40.79%	40.79%	41.00%
Strategic Goal - Maintain excellent infrastructure (b Department Goal - Ensure the City IT infrastructure to cyber threats			mmunications ai	nd is hardened
Cybersecurity Awareness Training				
compliance	97%	100%	100%	100%

The Administration Department includes the functions of the City Manager, City Secretary/Human Resources Director, Finance Director, and Information Technology.

## **Administration - 601**

#### **Major Budget Changes:**

Personnel Sal	lary/Benefits:
---------------	----------------

835,705

Compensation adjustment reflects a 5% cost of living increase plus a 2.5% step increase. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024. City Council authorized an increase in the City's monthly health insurance contribution per employee from \$675 to \$745 and also pay 25% of dependent's health insurance premium.

**Supplies:** \$ 31,750

Approximately \$2,700 increase in Postage (2030) as pricing on mailing City newsletter has sharply increased as well as general postage costs.

**Services:** \$ 104,324

- -3013 Prof services annual compensation update completed in-house for FY24
- -3020 Dues includes 'Scenic City' membership at \$750/ year
- -3050/-3070 Property and liability insurance premiums expected to increase, 5% to 15%
- -3087 Citizen's Communication FY23 included printing of resident directory

Contractual: \$ 117,330

- 4083 Audit Services new audit services provider, higher first year fees associated
- 4084 Bexar County Appraisal District increased \$2,356, mainly personnel driven

Maintenance: \$ 35,010

Nothing unusual or significant

Capital Outlay: \$ 9,850

Includes Starr Family donation project, monies received in FY2023

Interfund Transfers \$ 28,940

Transfer to Debt Service Fund in support of State Infrastructure Bank debt service, shared with Water Utility - \$28,940.

ADMINISTRATION			(-		2022-2023	) (	2023-	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSE BUDGET
ERSONNEL	455 060	465 045	506.050	504.040		550 500	665 450	
601-1010 SALARIES	455,069	467,847	526,370	584,942	461,641	579,700	667,450	
601-1015 OVERTIME	52	1,802	0	500	0	0	0	
601-1020 MEDICARE	6,460	6,577	7,498	8,430	6,642	8,500	9,795	
601-1025 TWC (SUI)	864	1,512	54	1,350	63	63	540	
601-1030 HEALTH INSURANCE	34,320	34,544	36,360	40,500	33,750	40,500	46,900	
601-1031 HSA	204	118	93	133	122	152	0	
601-1033 DENTAL INSURANCE	2,735	2,707	2,820	2,733	2,232	2,700	3,310	
601-1035 VISION CARE INSURANCE	527	466	444	444	359	431	495	
601-1036 LIFE INSURANCE	421	404	421	842	702	842	650	
601-1037 WORKERS' COMP INSURANCE	1,172	1,052	1,263	1,240	897	1,350	1,440	
601-1040 TMRS RETIREMENT	64,462	66 <b>,</b> 476	75,442	84 <b>,</b> 698	67 <b>,</b> 645	85 <b>,</b> 600	97 <b>,</b> 250	
601-1070 SPECIAL ALLOWANCES	6,975	6,871	8,144	7,875	6,326	7,875	7,875	
TOTAL PERSONNEL	573 <b>,</b> 262	590 <b>,</b> 376	658 <b>,</b> 908	733,687	580 <b>,</b> 379	727,713	835,705	
JPPLIES								
601-2020 GENERAL OFFICE SUPPLIES	6,015	7,058	6,750	7,000	4,421	7,000	7,000	
601-2025 BENEFITS CITYWIDE	450	1,500	0	1,200	600	1,200	1,800	
TUITION REIMBURSEMENT 0	0.00	1,500	O	1,200	000	1,200	•	1,800
601-2030 POSTAGE/METER RENTAL	11,919	12,915	14,034	14,754	12,308	15,500	17,500	1,000
ROADRUNNER POSTAGE 12	1,100.00	12,913	14,004	14,/34	12,300	13,300		3,200
POSTAGE METER LEASE 4	176.00						Δ.	704
METER REFILLS 0	0.00							
		1 0 4 7	1 245	1 500	1 1 6 0	1 500		3,596
601-2035 EMPLOYEE APPRECIATION	2,239	1,247	1,345	1,500	1,168	1,500	2,500	750
EMPLOYEE ENGAGEMENT 0 ADMIN PROF DAY 0	0.00							750
	0.00							175
ALL-STAFF LUNCHEONS 0	0.00							1,200
ADMIN ONLY LUNCH 0	0.00							275
OTHER - FUNERAL FLOWERS 0	0.00							100
601-2050 PRINTING & COPYING	1,292	1,453	645	1,000	349	500	750	
601-2060 MED EXAMS/SCREENING/TESTI		1,700	0	200	146	150	200	
DRUG SCREENS/PHYS/BACK 0	0.00							200
601-2070 JANITORIAL SUPPLIES	1,742	731	1,733	2,000	4,692	4,700	2,000	
601-2080 UNIFORMS	0	18	60	0	0	0	0	
601-2091 SAFETY SUPPLIES	2,532	0	0	0	0	0	0	
TOTAL SUPPLIES	26,817	26,621	24,567	27,654	23,684	30,550	31,750	
ERVICES								
601-3010 ADVERTISING EXPENSE	10,194	4,992	8,652	11,000	3,022	9,500	10,000	
601-3012 PROF. SERVICES-ENGINEERS	1,715	0	3,954	2,500	21	1,000	1,000	
GENERAL 0	0.00	,	-,	-,		-,	•	1,000
601-3013 PROFESSIONAL SERVICES	1,950	39,199	4,745	5,460	2,300	6,000	2,100	,
CONTINUING DISCLOSURE - 0	0.00	22, 222	-,	3, 100	2,000	0,000		1,500
SA AREA WAGE SURVEY 0	0.00							600
COMPENSATION UPDATE 0	0.00							0
601-3015 PROF. SERVICES-LEGAL	58,560	49,222	28,729	43,000	33,478	40,000	38,000	O
OUT JULD FROF. SERVICES-LEGAL	30,300	43,222	20,129	43,000	JJ, 410	40,000	30,000	

ADMINISTRATION			1		2022-2023	\ (	2023-2024
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED PROPO
XPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET BUDG
601-3016 CODIFICATION EXPENSE	6,376	3,970	4,605	5,000	7,050	7,100	5,000
601-3020 ASSOCIATION DUES & PUBL.	4,498	4,209	3,237	1,724	2,926	3,200	2,724
TCMA 0	0.00						275
GFOAT 0	0.00						75
GFOA 0	0.00						505
SHRM 0	0.00						219
TMHRA 0	0.00						150
SCENIC CITY 0	0.00						750
OTHER DUES/PUBLICATIONS 0	0.00						750
601-3030 TRAINING/EDUCATION	1,385	2,914	1,510	4,500	2,898	3,500	5,300
0	0.00	-,	-,	-,	_,	-,	5,300
TML CONFERENCE - 2 0	0.00						0
GFOAT FALL/SPRING CONF. 0	0.00						0
TMCA CONFERENCE 0	0.00						0
HR/PAYROLL 0	0.00						0
ELECTIONS 0	0.00						0
	0.00						0
TML LEADERSHIP ACADEMY 0 VARIOUS DAY SEMINARS 0	0.00						0
		0 170	4 000	4 000	1 700	2 000	· ·
601-3040 TRAVEL/MILEAGE/LODGING/PERD	1,707	2,179	4,022	4,000	1,786	3,000	4,000
601-3050 LIABILITY INSURANCE	14,040	10,298	14,842	15,500	13,912	13,912	15,000
601-3070 PROPERTY INSURANCE	0	1,238	1,593	2,000	1,795	1,795	2,100
601-3075 BANK/CREDIT CARD FEES	3,550	7,593	8,405	8,000	7,528	9,750	8,000
601-3080 SPECIAL SERVICES	0	0	2,000	2,000	1,000	1,000	2,000
INTERN STIPEND 0	0.00						2,000
601-3085 WEBSITE TECHNOLOGY	2,400	2,500	2,500	2,500	2,500	2,500	2,500
ANNUAL MAINTENANCE - RE 0	0.00						2,200
WEB PHOTOGRAPHY 0	0.00						300
601-3087 CITIZENS COMMUNICATION/EDUC	5 <b>,</b> 152	1,684	6 <b>,</b> 339	9 <b>,</b> 500	8 <b>,</b> 691	8 <b>,</b> 700	6,600
VARIOUS PUBLIC MAILINGS 0	0.00						1,030
SURVEY MONKEY 0	0.00						370
FIESTA MEDALS 0	0.00						2,000
I INFO 0	0.00						200
TEXTING SERVICE 0	0.00						3,000
TOTAL SERVICES	111,527	129,998	95,133	116,684	88,907	110,957	104,324
NTRACTUAL							
601-4050 DOCUMENT STORAGE/ARCHIVES	3,309	3,677	3,370	4,100	3,455	4,000	4,100
	250.00	- , -	-,	,	.,	,	3,000
ARCHIVE SERVICES 0	0.00						600
SHREDDING SERVICES 0	0.00						500
601-4060 IT SERVICES	41,668	43,442	51,971	55,500	51,791	56,000	56,700
	000.00	10, 112	01,011	00,000	01,.01	23,200	26,000
BACKUPS SERVICES 0	0.00						21,000
VARIOUS NON-CONTRACT 0	0.00						2,500
EMAIL SECURITY 0	0.00						1,900
FIREWALL LICENSE 0	0.00						1,700
SSL CERTIFICATES 0	0.00						700
002 0211111011120							
CYBER TRAINING/AWARD 0	0.00						1,100

ADMINISTRATION			(-		2022-2023	) (	2023-1	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PASSWORD MONITORING 0	0.00							1,800
601-4075 COMPUTER SOFTWARE/INCODE	15 <b>,</b> 899	11,972	11,377	10,759	10,986	10,986	11,583	
INCODE - GL 0	0.00						,	2,299
INCODE - GL IMPORT 0	0.00							233
INCODE - AP 0	0.00							1,642
INCODE - PAYROLL 0	0.00						,	2,782
INCODE - CASH RECEIPTS 0	0.00							1,316
INCODE - ACUSERV 0	0.00							526
INCODE - BASIC NETWORK 0	0.00							1,576
INCODE - POSITIVE PAY 0	0.00							598
TYLER ONLINE 0	0.00						-	1,902
LESS ALLOCATED TO COURT 0	0.00							1,416)
PHOTOSHOP 0	0.00						,	125
601-4083 AUDIT SERVICES	15,250	14,805	14,110	16,000	14,250	14,250	18,800	
601-4084 BEXAR COUNTY APPRAISAL DI	•	16,140	17,552	20,291	15,522	20,700	22,647	
601-4085 BEXAR COUNTY TAX ASSESSOR	•	3,638	3,701	3,700	3,772	3,800	3,500	
601-4086 CONTRACT LABOR	1,990	18,431	0	0	0	0	0	
601-4090 CARES EXPENDITURES	123,020	0	0	0	0	0	0	
TOTAL CONTRACTUAL	221,276	112,104	102,081	110,350	99,777	109,736	117,330	
MAINTENANCE								
601-5005 EQUIPMENT LEASES	4,329	4,154	3,491	2,920	2,235	2,600	2,920	
MONTHLY COPIER LEASE 12	160.00	-,	-,	_,	-,	_,	•	1,920
PRINT/COPY 0	0.00							1,000
601-5010 EQUIPMENT MAINT & REPAIR	301	0	0	300	0	0	300	-,
601-5015 ELECTRONIC EQPT MAINT	0	0	40	300	0	0	300	
601-5030 BUILDING MAINTENANCE	20,235	47,814	62,083	35,650	22,743	30,000	31,490	
CH JANITORIAL SERVICES 12	770.00	11,011	02,000	00,000	22,710	00,000		9,240
CH CARPET/TILE CLEANING 0	0.00							2,500
SECURITY SYSTEM 0	0.00						•	500
PEST CONTROL 0	0.00							1,900
FIRE EXTINGUISHERS 0	0.00						•	500
SEPTIC MAINTENANCE 0	0.00							3,000
FLOOR MATS 0	0.00							1,600
VARIOUS REPAIRS 0	0.00							7,500
AC FILTERS/MAINTENANCE 0	0.00							3,000
SUPPLIES 0	0.00							L,750
TOTAL MAINTENANCE	24,865	51,969	65,613	39,170	24,978	32,600	35,010	7 7 5 0
UTILITIES								
601-7042 UTILITIES - PHONE/CELL/VO	OIP 20,160	18,491	18,844	16,650	16,107	18,600	14,790	
ISP CONTRACT 0	0.00	10,101	10,011	10,000	10,101	20,000	,	4,250
FIRE ALARMS 1	540.00						1.	540
TOTAL UTILITIES	20,160	18,491	18,844	16,650	16,107	18,600	14,790	
TOTAL OTTLITES	20,100	18,491	10,044	10,030	10,10/	10,000	14,/90	

			(		2022-2023	) (	2023	-2024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
601-8005 OFFICE FURNITURE	0	0	0	0	0	0	1,500	
ACM OFFICE 0	0.00							1,500
601-8015 NON-CAPITAL-COMPUTER	2,475	3 <b>,</b> 558	915	600	639	675	600	
COMPUTER/MONITOR 0	0.00							600
601-8025 NON-CAPITAL-OFFICE FURN.	0	110	160	0	0	0	0	
601-8026 NON-CAPITAL - FURNITURE	0	193	917	750	0	500	750	
PAVILION REPLACE TABLES 0	0.00							750
601-8045 CAPITAL - COMPUTER EOPT.	6,172	0	0	0	0	0	0	
601-8080 CAPITAL - IMPROVEMENTS	341,022	7,320	0	10,000	11,279	11,279	7,000	
STARR FAMILY DONATIONS 0	0.00	,		,	•	•	•	7,000
TOTAL CAPITAL OUTLAY	349,668	11,181	1,992	11,350	11,918	12,454	9,850	<del></del>
INTERFUND TRANSFERS								
601-9010 TRANSFERS/CAP. REPLACE.	41,837	37 <b>,</b> 925	0	20,308	0	20,308	0	
EQUIPMENT REPLACEMENT 0	0.00							0
601-9021 TRANSFER TO WATER (NWM)	28,900	0	0	0	0	0	0	
601-9030 TRANSFER TO DEBT SERVICE FU	0	0	28,940	28,940	0	28,940	28,940	
TOTAL INTERFUND TRANSFERS	70,737	37,925	28,940	49,248	0	49,248	28,940	
TOTAL ADMINISTRATION	1,398,312	978,666	996,077	1,104,793	845,750	1,091,858	1,177,699	

## **Municipal Court – 602**

**Color Code Gold** 



## **Mission Statement**

The City of Shavano Park Municipal Court provides an independent forum for the fair and impartial administration of justice during the application and enforcement of the rules and laws of the United States, the State of Texas, and the City of Shavano Park, in order to

preserve the rule of law and to protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.

## Goals:

- Preserve the rule of law and protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State
- Provide excellent municipal services while anticipating future requirements
- A smoothly run Municipal Court, efficiently processing the Judge's standing orders in a timely manner
- Prompt and accurate processing of Class C misdemeanor charges and collections of fines
- Assist defendants during normal daily business hours by following the Judge's standing orders and supplying correct information when requested
- Encourage and support Municipal Court staff with their professional advancement

## **Objectives:**

- Accurately process payments
- Attend 12 hours of continuing education to maintain Level II Court Clerk Certification (Court Clerk)
   and Level I Court Clerk Certification (back up Court Clerk)
- Update Standard Operating Process Manual
- Continue to provide Judge and Alternative Judge with the required annual 16 hours of judicial education
- Attend biennial legislative update training to ensure compliance with recently enacted legislation.
- Reevaluate the plan to harden the windows and walls to increase security in the Court Clerk's office to maximize the available funding

MUNICIPAL COURT PERFORMANCE MEASURES:											
		Actual		Actual	•			rojected		Target	
Description:		FY19-20		FY20-21		FY21-22		FY22-23		Y23-24	
Strategic Goal - Provide excelle Strategic Goal - Protect & provide Department Goal - Prompt & accu	a ci	ty-wide, safe	and	secure envir	onme	ent.	•				
Citations Resolved	1,128			1,321	1 1,445			1,000		1,500	
Warrants Issued		269		302		562		425		500	
Warrants Cleared		657		407		627		375		550	
Warrant Fines & Fees											
Collected	\$	97,176	\$	97,396	\$	90,273	\$	77,000	\$	85,000	
Total Revenue Received	\$	138,415	\$	175,361	\$	149,594	\$	125,000	\$	150,000	
Total Expenditures	\$	95,890	\$	95,990	\$	102,400	\$	108,903	\$	165,000	

The City of Shavano Park Municipal Court meets one afternoon a month and employs one full time Court Clerk.

Due to the pandemic, there were no official Court proceedings March – May, July – December 2020 and January – February 2021.

## **Municipal Court - 602**

## **Major Budget Changes:**

## **Personnel Salary/Benefits:**

\$ 75,505

Compensation adjustment reflects a 5% cost of living increase plus a 2.5% step increase. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024.

No significant changes have been made to the day to day operations.

10 -GENERAL FUND COURT

COURT			(-		2022-2023	) (	2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSEI BUDGET
PERSONNEL	50.405	50.000	55 504	50.056	45 540	50.000		
602-1010 SALARIES	52,135	53,280	55,504	59 <b>,</b> 256	47,712	59,200	63,680	
602-1020 MEDICARE	773	790	823	877	706	860	940	
602-1025 TWC (SUI)	144	252	9	225	9	9	90	
602-1036 LIFE INSURANCE	70	70	70	140	117	140	110	
602-1037 WORKERS' COMP INSURANCE	135	121	135	129	94	130	140	
602-1040 TMRS RETIREMENT	7,440	7,600	8,010	8,808	7,036	8,800	9,345	
602-1070 SPECIAL ALLOWANCES	1,200	1,200	1,246	1,200	969	1,200	1,200	
TOTAL PERSONNEL	61,897	63,313	65 <b>,</b> 797	70,635	56,643	70,339	75 <b>,</b> 505	
UPPLIES								
602-2020 OFFICE SUPPLIES	601	317	525	500	490	500	750	
602-2050 PRINTING & COPYING	899	802	915	750	166	500	500	
602-2091 SAFETY SUPPLIES	651	0	0	0	0	0	0	
TOTAL SUPPLIES	2,151	1,119	1,441	1,250	656	1,000	1,250	
ERVICES								
602-3015 JUDGE/PROSECUTOR	15,600	16,900	15,600	15,600	13,000	15,600	15,600	
JUDGE 0	0.00	10,000	13,000	13,000	13,000	13,000	13,000	7,800
PROSECUTOR 0	0.00							7,800
	150	225	250	150	75	150	150	7,000
602-3020 ASSOCIATION DUES & PUBS		223	250	150	/5	130	150	1 5 0
T.M.C.A. 0	0.00	0.5.0	700	1 500	0.50	1 000	1 500	150
602-3030 TRAINING/EDUCATION	200	250	700	1,500	950	1,200	1,500	
0	0.00							1,100
TMCEC 0	0.00							0
LEGISLATIVE UPDATE 0	0.00							0
COURT CASE MANAGMENT 0	0.00							0
REGIONAL CLERKS SEMINAR 0	0.00							0
ANNUAL JUDGES 2	200.00							400
602-3040 TRAVEL/MILEAGE/LODGING	187	0	754	2,000	565	1,500	2,000	
602-3050 LIABILITY INSURANCE	100	113	129	135	121	121	140	
602-3070 PROPERTY INSURANCE	50	57	62	78	70	70	85	
602-3075 BANK/CREDIT CARD FEES	1,049	1,313	1,702	1,800	1,600	2,100	1,800	
TOTAL SERVICES	17,337	18,859	19,197	21,263	16,380	20,741	21,275	
ONTRACTUAL								
602-4075 COMPUTER SOFTWARE/INCODE	4,432	4,644	4,865	5,202	5,098	5,098	5,500	
INCODE COURT CASE MGMT 0	0.00	,	,	- <b>,</b> - <del>-</del>	-,	-,	-,	2,625
INCODE TICKET INTERFACE 0	0.00							1,460
INCODE - GL/CASH 0	0.00							1,415
TOTAL CONTRACTUAL	4,432	4,644	4,865	5,202	5,098	5,098	5,500	± / 1±0
TOTAL CONTRACTORL	4,434	4,044	4,000	3,202	3,090	J, U90	5,300	

10 -GENERAL FUND COURT

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	PROPOSED BUDGET
UTILITIES PHONE (CELL / MALE	1 507	2 001	2 600	2 400	2 625	2 000	100	
602-7042 UTILITIES - PHONE/CELL/VOIP SECURITY MONITORING 0	1,587 0.00	2,021	2,600	2,400	2,635	3,000	180	180
TOTAL UTILITIES	1,587	2,021	2,600	2,400	2,635	3,000	180	
CAPITAL OUTLAY								
602-8015 NON-CAPITAL-COMPUTER	1,835	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	1,835	0	0	0	0	0	0	
TOTAL COURT	89,240	89,955	93,900	100,750	81,412	100,178	103,710	

## **Public Works Department – 603**

## **Color Code Dark Green**

## **Mission Statement**

The Shavano Park Public Works Department conducts master planning and continuously provides essential public infrastructure services in a prompt, courteous, safe, efficient, and cost-effective manner to the citizens and business owners of Shavano Park in order to meet current and long-term infrastructure services.

### Goals:

- Maintain all facilities grounds and public Right of Way (R.O.W.)/Easements
- Maintain a safe transportation corridor (street repairs and transportation maintenance)
- Maintain excellent building facilities and work towards more energy efficient concepts
- Improving employee proficiency to include educational training and development opportunities
- Mitigate storm water runoff (improve drainage culverts and infrastructure)
- Maintain strategic and logistical partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency
- Provide excellent municipal services while anticipating future growth requirements

## **Objectives:**

## Maintain all facilities grounds and public Right of Way (R.O.W.)/Easements

- Continue the annual tree maintenance program for city grounds
- Continue to provide ground maintenance activities for the City Hall building, walking trails, pavilion, playgrounds and islands throughout Shavano Park
- Maintain current aesthetics for landscaping around the NW Military Highway, Lockhill Selma and DeZavala monuments
- Maintain or contract services to provide landscape maintenance of city hall garden areas and the Lockhill Selma medians

## Maintain excellent transportation infrastructure (street repairs and transportation maintenance)

- Complete engineer planning for DeZavala Drainage and Road Improvement Project; pending Federal funding compete contract; and monitor reconstruction of streets identified in Phase I
- During major road construction, ensure traffic control plan is implemented safely
- Continue to implement asphalt preservation applications west side of NW Military from DeZavala to S. Warbler (Shavano Creek and major arterials); application includes crack seal to assist in maintaining pavement conditions
- Complete street evaluations for the streets (northwest quadrant)
- Continue communications with TxDOT and Contractor as NW Military project progresses
- Repair and re-pave Public Works and Fire Department parking lot
- Continue to promote the use of the new online form, a pothole repair program, create a form to be available and submitted online

- Initiate additional online forms for street and transportation maintenance (i.e., street signs, and speed bumps)
- Support TxDOT and Contractor with the widening of NW Military Hwy project

## Maintain excellent building facilities and work for energy efficiency

- Clean City Hall floor surfaces annually
- Continue replacing aging HVAC units at City Hall as required
- Install a key fob system to secure the public works yard pedestrian gate

## Improve employee proficiency to include educational training and development opportunities.

- Provide effective safety and occupational training opportunities to prevent lost time
- Maintain a zero (0) lost time accident rate
- Continue to improve the preventative maintenance program for Public Works vehicles to include daily, weekly and monthly checks
- Continue preventative maintenance program with Case Equipment for all heavy equipment
- Improve work order communication and efficiency with field staff

## Mitigate storm water runoff (improve drainage culverts and infrastructure)

- Conduct brush clearing projects as needed and within capability to improve storm water drainage
- Storm Drainage continue the cleaning of existing culverts and bridge crossings
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible
- Assist City Engineer with design for the next phase of the Municipal Tract / Ripple Creek / DeZavala drainage project
- Assess/Implement any TxDOT off system bridge inspection recommendations provided from engineer inspection – Inspection services provided by TxDOT

## Maintain strategic partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency

- Continue to assist CPS / AT&T during the utility pole replacement during 2023/2024
- Coordinate as required with other service providers (City Public Service, San Antonio Water System, Bexar County, Cable providers, etc.)

#### Provide excellent municipal services while anticipating future requirements

- Respond in a timely manner to earn the trust of residents
- Assess Public Works requirements vs. resources for consideration of organizational structure / personnel change/ contracting arrangements for presentation to City Manager / Council
- Replace small dump with a stake body bed truck
- Consider purchase of public works director's truck

PUBLIC WOR	KS PERFORMAN	NCE MEASU	RES:	
	Actual	Actual	Projected	Target
Description:	FY20-21	FY21-22	FY22-23	FY23-24
Strategic and Departmental Goal - Maintair	excellent infrastruct	ure.		
Street Repairs (tons of hot mix asph	alt):			
In-house	62.45	30	35	36
Contracted	350	350	Street Bond	Street Bond
Miles of Streets Crack Sealed	3	5	7	9
Pot Holes Repaired (bags of cold mix	(			
used)	52	54	54	40
Number of Signs:				
Inspected	N/A	20	30	30
Replaced	41	20	25	25
Strategic and Departmental Goal - Mitigate	storm water runoff.			
Number of Storm Drains Cleared:				
Subsurface Systems (inlets)	3	7	10	15
Earthen Channels	8	0	2	2

Street repairs encompass large areas, generally over 3ft by 3ft section. Pot holes are those repairs smaller than the 3ft by 3ft section.

One ton of hot mix asphalt will fill an area of nine square yards at two inches deep.

A pot hole that is 3ft by 3ft and two inches deep will need four bags of cold mix to fill/repair it.

## **Public Works - 603**

### **Major Budget Changes**

## **Personnel Salary/Benefits:**

\$ 375,270

Compensation adjustment reflects a 5% cost of living increase plus a 2.5% step increase for all department staff plus additional market based pay group adjustments for certain positions. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024. City Council authorized an increase in the City's monthly health insurance contribution per employee from \$675 to \$745 and also pay 25% of dependent's health insurance premium.

Services:	\$	49,700
Increase of \$800 in Uniform Service (3060) due to rate change.		<del></del> -
Maintenance:	\$	37,400
Minor increase planned in Building Maintenance (5030) for twice a month clean	ing service	!
Dept. Materials - Services :	\$	31,750
Minor increase planned in support for Eagle Scout projects (6086).		
Utilities:	\$	98,300
Increased \$3,300 due to higher electricity rates		
Capital Outlay:	\$	1,400
Expenditures include maintenance equipment and computer monitor.		_
Interfund Transfers:	\$	50,583

Funds included in this line item are set aside for future capital replacement including equipment. Additional information is located in the Capital Replacement Fund portion of the budget.

Additionally, City Council has also approved use of the City's American Rescue Plan Act funds for Public Works purposes. Please refer to Fund 58 for details.

10 -GENERAL FUND PUBLIC WORKS

PUBLIC WORKS			(-		2022-2023	) (	2023-	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL COLUMNIA CO	100 645	015 010	001 001	000 401	101 207	225 000	260 005	
603-1010 SALARIES	192,645	215,018 7,956	221,321	238,491	191,387	235,000	268,885	
603-1015 OVERTIME	3,092	•	5,654	9,500	5,294	8,200	10,000	
603-1020 MEDICARE	2 <b>,</b> 879 722	3,265	3,320 54	3 <b>,</b> 993 900	2,844	3,700 54	4,010 360	
603-1025 TWC (SUI)		1,764			43			
603-1030 HEALTH INSURANCE 603-1031 HSA	24,310 157	27,876 170	29,088 170	32 <b>,</b> 400 178	25,650	31,720	36 <b>,</b> 680	
					141	160	-	
603-1033 DENTAL INSURANCE	1,422	1,546	1,503	1,535	1,193	1,480	1,140	
603-1035 VISION CARE INSURANCE	319	352	318	325	252	320	315	
603-1036 LIFE INSURANCE	237	264	281	562	445	550	432	
603-1037 WORKERS' COMP INSURANCE	5,052	4,855	5,511	5,317	3,865	5,600	5 <b>,</b> 870	
603-1040 TMRS RETIREMENT	28,416	32,225	33,296	40,124	28,521	37,200	39,778	
603-1070 SPECIAL ALLOWANCES	7,962	7,529	7,944	7,650	5,573	7,600	7,800	
TOTAL PERSONNEL	267,212	302,819	308,461	340 <b>,</b> 975	265,206	331,584	375 <b>,</b> 270	
SUPPLIES								
603-2020 OFFICE SUPPLIES	1,840	1,048	834	750	313	700	750	
603-2035 EMPLOYEE APPRECIATION	0	591	265	400	0	400	400	
PW/W EMPLOYEES 8	50.00							400
603-2050 PRINTING & COPYING	24	249	312	175	210	325	200	
603-2060 MEDICAL EXAMS/SCREENINGS	324	175	58	200	280	340	200	
603-2070 JANITORIAL SUPPLIES	3,911	3,568	3,249	2,500	341	2,500	2,000	
603-2080 UNIFORMS	751	819	1,474	2,200	583	1,800	2,400	
603-2090 SMALL TOOLS	3,250	3,128	3,286	3,500	2,320	3,000	3,000	
603-2091 SAFETY GEAR	2,653	3,732	2,893	1,500	2,810	2,900	1,500	
TOTAL SUPPLIES	12,753	13,311	12,372	11,225	6,857	11,965	10,450	
SERVICES								
603-3012 PROFESSIONAL - ENGINEERING	2,200	0	405	4,000	0	2,000	4,000	
GENERAL 0	0.00			•		•		4,000
603-3013 PROFESSIONAL SERVICES	24,967	12,531	13,244	26,800	18,622	23,500	26,800	
TREE SERVICE/MUNICPAL P 0	0.00						1	0,000
LANDSCAPE MAINT @ CITY 0	0.00							6,800
LOCKHILL SELMA MEDIAN 0	0.00						1	0,000
603-3014 PROF SERV - CH & MONUMENTS	2,813	15,337	4,282	7,500	5,969	7,000	7,500	•
LANDSCAPING/LIGHTING 0	0.00	, -	,	•	•	,		7,500
603-3020 ASSOCIATION DUES & PUBS	0	0	205	300	150	250	300	•
MS4 0	0.00							100
GENERAL 0	0.00							200
603-3030 TRAINING/EDUCATION	530	709	680	600	1,128	1,200	600	
603-3040 TRAVEL/MILEAGE/LODGING/PERI	248	146	393	250	22	225	250	
603-3050 LIABILITY INSURANCE	3,625	4,107	4,656	4,900	4,398	4,398	4,650	
603-3060 UNIFORM SERVICE					•	,	· ·	
003-3000 UNIFORM SERVICE		3,166	3,237	2,000	2,847	3,200	2,800	
603-3070 PROPERTY INSURANCE	2,902 1,799	3,166 1,965	3,237 2,212	2,000 2,700	2,847 2,423	3,200 2,423	2,800 2,800	

10 -GENERAL FUND PUBLIC WORKS

EXPENDITURES   209-2020   2020-2021   2021-2022   CURRNT   Y-T-D   PROJECTED   REQUESTED   BUDGET   BUDGET	TODDIC NORMO	0010 0000	0000 0001	,			) (		
FORTH   CONTRACTUAL   CONTRA	EXPENDITURES							~	
PAVER 0 0.00 TOTAL CONTRACTUAL 200 304 650 1,000 650 650 700  MAINTEMANCE 603-5015 EQUIPMENT LEASES 3,285 1,516 466 2,500 0 1,200 2,500 603-5015 EQUIPMENT MAINT'S REPAIR 10,635 15,625 11,071 12,000 11,366 11,750 12,000 603-5015 ELECTRONIC EQFT MAINT 63 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	CONTRACTUAL								
MAINTENANCE   200   904   650   1,000   650   650   700			904	650	1,000	650	650	700	700
G03-500	TOTAL CONTRACTUAL		904	650	1,000	650	650	700	
CONTROL REPAIR   10,635   15,625   11,071   12,000   11,366   11,750   12,000   12,000   12,000   13,000   14	MAINTENANCE								
G03-5015 ELECTRONIC COPT MAINT	603-5005 EQUIPMENT LEASES	3 <b>,</b> 285	1,516	466	2,500	0	1,200	2,500	
COLOR   COLO	603-5010 EQUIPMENT MAINT & REPAIR	10,635	15 <b>,</b> 625	11,071	12,000	11,366	11,750	12,000	
603-5030 BUILDING MAINTENANCE	603-5015 ELECTRONIC EQPT MAINT	63	0	0	0	0	0	0	
SECURITY SYSTEM	603-5020 VEHICLE MAINTENANCE	4,783	2,480	6,186	6,431	6,691	7,100	6,600	
JANITORIAL SUPPLIES-MAT 0 0.00 VARIOUS 0 0.00 CLEANING, 2X MONTH 0 0.00 TOTAL MAINTENANCE 38,023 32,861 43,460 42,931 36,038 101,850 37,400   DEPT MATERIALS-SERVICES 603-6011 CHEMICALS 1,512 695 299 500 562 750 500 MAINTENANCE 0 0.00 MAINTENANCE 0 0.00 GENERAL SIGN MAINTENANCE 4,288 4,584 2,593 3,000 899 2,900 3,000 GENERAL SIGN MAINTENANCE 0 0.00 BARRICADES 0 0.00 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-6084 PAVILLON/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GO3-7040 UTILITIES - ELECTRIC 35,663 39,864 45,108 39,500 33,713 45,000 42,000 GO3-7041 UTILITIES - GAS 320 314 391 500 270 300 300 300 GO3-7041 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 GO3-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 GO3-7044 UTILITIES - PHONE 4444 444 999 1,000 543 675 1,000 GO3-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 GO3-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 GO3-7046 UTILITIES - SAWS 0 0 0 5,158 6,000 3,356 5,700 6,000	603-5030 BUILDING MAINTENANCE	13,038	7,460	7,729	7,000	5,581	68,000	6,300	
VARIOUS 0 0.00	SECURITY SYSTEM 0	0.00							1,000
CLEANING 2X MONTH   O   0.00   C   C   C   C   C   C   C   C   C	JANITORIAL SUPPLIES-MAT 0	0.00							1,000
Control   Cont	VARIOUS 0	0.00							2,000
DEPT MATERIALS - SERVICES	CLEANING, 2X MONTH 0	0.00							2,300
DEPT MATERIALS-SERVICES	603-5060 VEHICLE & EQPT FUELS	6,219	5,780	18,008	15,000	12,400	13,800	10,000	
Column   C	TOTAL MAINTENANCE	38,023	32,861	43,460	42,931	36,038		37,400	
Column   C	DEPT MATERIALS-SERVICES								
MAINTENANCE 0 0.00 25,0	603-6011 CHEMICALS	1,512	695	299	500	562	750	500	
603-6081 SIGN MAINTENANCE	603-6080 STREET MAINTENANCE	47,245	30,437	34,432	25,000	10,825	23,500	25,000	
GENERAL SIGN MAINTENANC 0 0.00 1,000 2,000 2,000 0.00 2,000 0.00 2,000 0.00 0.	MAINTENANCE 0	0.00						2	25,000
BARRICADES 0 0.00 603-6083 DRAINAGE MAINT 123 0 0 300 300 300 603-6084 PAVILION/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 GENERAL MAINTENANCE 0 0.00 603-6086 EAGLE SCOUT PROJECTS 0 0 1,007 750 0 500 950 TOTAL DEPT MATERIALS-SERVICES 53,169 37,651 43,138 31,550 13,470 29,700 31,750   UTILITIES 603-7040 UTILITIES - ELECTRIC 35,663 39,864 45,108 39,500 33,713 45,000 42,000 603-7041 UTILITIES - GAS 320 314 391 500 270 300 300 603-7042 UTILITIES - PHONE 444 444 999 1,000 543 675 1,000 603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-6081 SIGN MAINTENANCE	4,288	4,584	2,593	3,000	899	2,900	3,000	
603-6083 DRAINAGE MAINT 123 0 0 300 300 300 300 300 603-6084 PAVILION/PLAY/PATH MAINT 0 1,936 4,809 2,000 1,185 1,750 2,000 2,000 2,000 0 2,000 0 2,000 0 0.00 0 0.00 0 0.00 0 0.00 0 0.00 0 0 0.00 0	GENERAL SIGN MAINTENANC 0	0.00							1,000
Column   C	BARRICADES 0	0.00							2,000
GENERAL MAINTENANCE 0 0.00  603-6086 EAGLE SCOUT PROJECTS 0 1,007 750 0 500 950  TOTAL DEPT MATERIALS-SERVICES 53,169 37,651 43,138 31,550 13,470 29,700 31,750  UTILITIES  603-7040 UTILITIES - ELECTRIC 35,663 39,864 45,108 39,500 33,713 45,000 42,000 603-7041 UTILITIES - GAS 320 314 391 500 270 300 300 603-7042 UTILITIES - PHONE 444 444 999 1,000 543 675 1,000 603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-6083 DRAINAGE MAINT	123	0	0	300	0	300	300	
Column   C	603-6084 PAVILION/PLAY/PATH MAINT	0	1,936	4,809	2,000	1,185	1,750	2,000	
UTILITIES  603-7040 UTILITIES - ELECTRIC 35,663 39,864 45,108 39,500 33,713 45,000 42,000 603-7041 UTILITIES - PHONE 444 444 999 1,000 543 675 1,000 603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	GENERAL MAINTENANCE 0	0.00							2,000
UTILITIES  603-7040 UTILITIES - ELECTRIC	603-6086 EAGLE SCOUT PROJECTS	0	0	1,007	750	0	500	950	
603-7040 UTILITIES - ELECTRIC       35,663       39,864       45,108       39,500       33,713       45,000       42,000         603-7041 UTILITIES - GAS       320       314       391       500       270       300       300         603-7042 UTILITIES - PHONE       444       444       999       1,000       543       675       1,000         603-7044 UTILITIES - WATER       24,051       26,166       35,487       20,000       13,221       20,500       20,000         603-7045 STREET LIGHTS       29,345       30,168       26,496       28,000       22,433       27,500       29,000         603-7046 UTILITIES - SAWS       0       0       5,158       6,000       3,356       5,700       6,000	TOTAL DEPT MATERIALS-SERVICES	53,169	37,651	43,138	31,550	13,470	29,700	31,750	
603-7041 UTILITIES - GAS 320 314 391 500 270 300 300 603-7042 UTILITIES - PHONE 444 444 999 1,000 543 675 1,000 603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	UTILITIES								
603-7042 UTILITIES - PHONE 444 444 999 1,000 543 675 1,000 603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-7040 UTILITIES - ELECTRIC	35 <b>,</b> 663	39,864	45,108	39,500	33,713	45,000	42,000	
603-7044 UTILITIES - WATER 24,051 26,166 35,487 20,000 13,221 20,500 20,000 603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 5,158 6,000 3,356 5,700 6,000	603-7041 UTILITIES - GAS	320	314	391	500	270	300	300	
603-7045 STREET LIGHTS 29,345 30,168 26,496 28,000 22,433 27,500 29,000 603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-7042 UTILITIES - PHONE	444	444	999	1,000	543	675	1,000	
603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-7044 UTILITIES - WATER	24,051	26,166	35,487	20,000	13,221	20,500	20,000	
603-7046 UTILITIES - SAWS 0 0 5,158 6,000 3,356 5,700 6,000	603-7045 STREET LIGHTS	29,345	30,168	26,496	28,000	22,433	27,500	29,000	
	603-7046 UTILITIES - SAWS	·	·		•		·	·	
	TOTAL UTILITIES	89,823	96,956		95,000		99,675	98,300	

10 -GENERAL FUND PUBLIC WORKS

			( -		2022-2023	) (	2023-	2024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
603-8005 OFFICE FURNITURE	0	55	1 <b>,</b> 573	0	0	0	0	
603-8015 NON-CAPITAL-COMPUTER	725	648	275	400	29	300	400	
COMPUTER/MONITOR 1	400.00							400
603-8020 NON-CAPITAL-MAINT EQPT	0	0	3,939	1,000	0	1,000	1,000	
REPLACEMENT WEED EATERS 0	0.00			•		·	•	1,000
TOTAL CAPITAL OUTLAY	725	703	5,787	1,400	29	1,300	1,400	
INTERFUND TRANSFERS								
603-9010 TRF TO CAPITAL REPLACEMENT	46,436	139,372	50,176	56,858	0	56 <b>,</b> 858	50,583	
FUTURE EQUIPMENT REPLAC 0	0.00						5	0,583
603-9072 TRANSFER TO WATER CAPITAL	0	462,500	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	46,436	601,872	50,176	56,858	0	56,858	50,583	
TOTAL PUBLIC WORKS	547,423	1,125,037	606,996	629,989	431,345	677 <b>,</b> 778	655,553	

# Fire Department - 604

**Color Code Red** 



# **Mission Statement**

The City of Shavano Park Fire Department continuously works to prevent and suppress fires, educate and rescue citizens, provide emergency medical services, promote public safety and foster community relations to the residences and businesses within Shavano Park in order to provide first-class protection to our citizens, business owners and visitors.

# **Goals:**

- Develop an organization to effectively administer and manage the resources of the Fire Department
- Develop a system for minimizing the impact of disaster and other emergencies on life and property
- Provide an effective Emergency Medical Service system
- Provide an effective Fire Suppression and Prevention Program

## **Objectives:**

- Effectively communicate the Department's mission and vision to employees, partners, and stakeholders
- Recognize and scale to changing budgetary, fiscal, and regulatory conditions
- Seek to improve operational efficiency and effectiveness by shaping, enhancing, and adapting to changing circumstances
- Cultivate and strengthen relationships with stakeholders, governing bodies, and our customers
- Foster a culture that emphasizes and enhances employee health and safety
- Promote a highly motivated and well-trained workforce
- Strive to complete the Texas Best Practice program
- Strive to maintain an average response time under 4 minutes
- Investigate options for a long-term cancer screening plan for fire fighters
- Continue compliance and code enforcement of tree ordinance
- Develop/implement commendation program for fire personnel
- Develop a plan to replace fitness equipment initially purchased by employees
- Repair and re-pave Public Works and Fire Department parking lot
- Continue joint Fire and Police Department Honor Guard purchase of new uniforms
- Purchase new tool mounts for Engine and Ladder Truck
- Replace stair machine used for physical fitness and applicant testing
- Retrofit radio pockets on all bunker gear to fit new radios
- Install ruggedized mobile routers in vehicles to improve communication reliability

• Continue to partner with the Texas A&M Forestry Service in community education and wild fire risk reduction, maintaining the City's 'Firewise' designation.

FIRE & EMS PERFORMANCE MEASURES:											
Description:	Actual 2021	Actual 2022	To date 2023	Target FY23-24							
Strategic Goal - Protect and provide a city- Department Goal - Provide an effective En Department Goal - Provide an effective Fin	nergency Medic	al Service syste	em.								
Overall Average Response Time (Minutes)	4:42	4:48	4:32	4:00							
Total Number of EMS Responses	455	477	387	500							
Number of EMS Transports	235	288	257	275							
Number of Fire Calls for Service	566	508	269	500							
Total Number of Responses	1,021	985	656	1,000							

# FIRE DEPARTMENT - 604

#### **Major Budget Changes**

### **Personnel Salary/Benefits:**

1,867,610

Compensation adjustment reflects a 3.6% market-based increase, 5% cost of living increase plus a 2.5% step increase. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024. City Council authorized an increase in the City's monthly health insurance contribution per employee from \$675 to \$745 and also pay 25% of dependent's health insurance premium.

**Supplies:** 

Increase of \$4,500 in Uniforms (2080) to include \$3,500 for Honor Guard uniforms and \$1,000 for price increases

Services:

Increase of \$6,700 includes \$3,900 additional for new electronic patient care reporting system and incident reporting software and \$2,900 additional for EMS billing and collection service provider commission in Special Services (390) due to volume

Maintenance:

Decrease of \$14,000 mainly due to Vehicle Maintenance & Repairs (5020), several large repair/maintenance issues on both the engine and the platform in FY23.

#### **Department Materials - Services:**

64,740

Increase of \$3,800 due to medication and other supplies price increases in EMS Supplies (6040) and increased costs for bunker gear replacement in PPE Maintenance (6060).

**Capital Outlay:** 

Decrease as City Council has provided consensus guidance to use a portion of the City's American Rescue Plan Act funding for Fire Department purposes. Please refer to Fund 58 for details.

#### **Interfund Transfers:**

-9010 Capital Replacement

Funds included in this line item are set aside for future capital replacement. Additional information is located in the Capital Replacement Fund portion of the budget. City Council has also approved use of the City's American Rescue Plan Act funding for Fire Department purposes. Please refer to Fund 58 for details.

FIRE DEPARTMENT			(		2022-2023	) (	2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
604-1010 SALARIES	1,062,707	1,079,780	1,091,964	1,220,000	948 <b>,</b> 195	1,180,000	1,348,360	
604-1015 OVERTIME	47,833	51 <b>,</b> 907	88 <b>,</b> 216	40,000	74,222	86,000	44,000	
604-1017 INCENTIVE AGREEMENTS	0	0	0	0	0	0	3,300	
604-1020 MEDICARE	15,698	15,992	16,937	17,760	14,690	18,500	20,635	
604-1025 TWC (SUI)	2,465	4,536	198	5,175	196	250	2,070	
FULL TIME 17	90.00							1,530
PART TIME 6	90.00	100 060	100 501	107 700	0.4 500	114 750	150 000	540
604-1030 HEALTH INSURANCE	113,984	120,963	109,521	137,700	94,500	114,750	159,000	
604-1031 HSA	570	559	537	755	437	630	•	
604-1033 DENTAL INSURANCE 604-1035 VISION CARE INSURANCE	6,625 1,578	6 <b>,</b> 597	5,825 1,232	6 <b>,</b> 768	4,492 963	5,400	7,020	
604-1035 VISION CARE INSURANCE 604-1036 LIFE INSURANCE	1,578 1,170	1,568 1,164	1,232	1,405 2,387	963 1 <b>,</b> 790	1,200 2,200	1,500 1,836	
604-1036 LIFE INSURANCE	22,466	30,587	34,984	40,235	29,142	39,600	44,379	
604-1040 TMRS RETIREMENT	157,026	160,058	165,615	187,968	141,893	185,000	204,910	
604-1070 SPECIAL ALLOWANCES	15,093	15,684	25,696	30,400	20,288	25,400	30,600	
TOTAL PERSONNEL	1,447,216	1,489,395	1,541,786	1,690,553	1,330,807	1,658,930	1,867,610	
TOTAL TERCONNEL	1,11,,210	1, 100, 000	1,011,700	1,030,000	1,330,007	1,000,000	1,007,010	
SUPPLIES								
604-2020 OFFICE SUPPLIES	842	1,377	1,176	1,200	1,065	1,150	1,200	
604-2035 EMPLOYEE APPRECIATION	0	0	373	765	94	765	765	
17 FF 17	45.00							765
604-2060 MEDICAL EXAMS/SCREENINGS	954	545	1,977	1,000	1,151	1,500	1,000	
DRUG TESTING 0	0.00							200
HEALTH SCREENING 0	0.00							400
IMMUNIZATIONS 0	0.00							250
FIRE FIGHTER CANDIDATE 0	0.00							150
604-2070 JANITORIAL SUPPLIES	3 <b>,</b> 155	2 <b>,</b> 799	3 <b>,</b> 926	3,000	3 <b>,</b> 099	3,200	3,000	
604-2080 UNIFORMS & ACCESSORIES	7,608	7 <b>,</b> 958	7,928	8,500	4,953	8,200	13,000	
UNIFORMS - (17) FIRE FI 0	0.00							9,500
HONOR GUARD UNIFORMS 0	0.00	10.670	15 201	14.465	10.260	14 015	10.065	3,500
TOTAL SUPPLIES	12,559	12,679	15,381	14,465	10,362	14,815	18,965	
SERVICES								
604-3017 PROFESSIONAL - MEDICAL DIR	E 5,400	5,400	5,400	5,400	4,500	5,400	5,400	
MEDICAL DIRECTOR 12	400.00	0,100	0,100	0,100	1,000	0,100	0,100	4,800
OTHER PROF. SERV. 0	0.00							200
EMERGENCY MANAGEMENT PL 0	0.00							400
604-3020 ASSOCIATION DUES & PUBS	7,293	8,383	7,855	8,420	8,233	8,300	13,720	100
TCFP DUES & CERT FEES 0	0.00	.,	,	• ,	-,	.,,	-,	4,045
STRAC DUES 0	0.00							5,500
ICC CODE BOOK UPDATE 0	0.00							200
NATIONAL FIRE CODE UPDA 0	0.00							1,300
TX AMBULANCE ASSOC. 0	0.00							250
	0.00							1,150
TDSHS RECERT FEES & CE 0	0.00							1,130

FIRE DEPARTMENT			(-		2022-2023	·) (·	2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
ALAMO AREA FIRE CHIEFS 0	0.00							25
TX FIRE CHIEFS/BEST PRA 0	0.00							500
UT/UNIV. HOSP INF CTR 0	0.00							600
604-3030 TRAINING/EDUCATION	7,048	6 <b>,</b> 708	6,218	11,000	7,342	9,600	7,000	
CE SOLUTIONS - EMS 0	0.00							2,000
CE - FIRE FIGHTERS 0	0.00							2,500
FIRERMS & EPCR TESTING 0	0.00							2,500
604-3040 TRAVEL/MILEAGE/LODGING/PER	·	3,398	2,017	4,000	982	3,500	3,500	
TRAVEL-MILEAGE-LODGING 0	0.00							3,000
FOOD FOR TRAINING/MEETI 0	0.00							500
604-3050 LIABILITY INSURANCE	20,504	22,714	25,857	27,500	24,683	24,683	25,900	
604-3070 PROPERTY INSURANCE	12,116	13,133	14,266	17,800	15,977	15,977	18,400	
604-3080 SPECIAL SERVICES	8,926	12,233	13,072	13,000	16,519	19,500	15,900	
EMERGICON 12	1,200.00						1	14,400
DELINQUENT COLLECTIONS 0	0.00							1,500
604-3090 COMMUNICATIONS SERVICES	4,867	5,542	7 <b>,</b> 516	6,108	5 <b>,</b> 968	7,400	6,108	
DATA CARDS-MDTS 12	264.00							3,168
PHONE SERVICE 0	0.00							2,700
MDT SERVICE 0	0.00							240
TOTAL SERVICES	68,883	77 <b>,</b> 511	82 <b>,</b> 200	93,228	84,204	94,360	95 <b>,</b> 928	
	software. The fee, and an ad	port software, new fees are ba ditional fee ca e respond to in	sed off of a \$3 lculated by the	3000 department e average numbe				
CONTRACTUAL								
604-4045 RADIO ACCESS FEES - COSA	5,832	5,832	5,616	5,800	4,734	5 <b>,</b> 670	5,800	
COSA/HARRIS RADIO 0	0.00							5,800
604-4075 COMPUTER SOFTWARE/MAINTENA	AN3,900	307	380	0	1,208	1,300	0	
TOTAL CONTRACTUAL	9,732	6,139	5 <b>,</b> 996	5,800	5,942	6 <b>,</b> 970	5,800	
MAINTENANCE								
604-5010 EQUIPMENT MAINT & REPAIR	4,719	6 <b>,</b> 952	3 <b>,</b> 779	5,000	3,990	4,600	5,000	
FIRE EQUIPMENT 0	0.00							3,000
EMS 0	0.00							1,000
VARIOUS EQUIPMENT 0	0.00							1,000
604-5020 VEHICLE MAINTENANCE	18,565	38 <b>,</b> 676	24,635	41,600	39,274	50,000	30,100	
FIRE ENGINES 2	6,000.00						1	L2,000
EMS UNITS 2	2,800.00							5,600
BRUSH, SUPPORT, CHIEF T 3	2,500.00							7,500
APPARATUS TOOL MOUNTS 0	0.00							5,000
604-5030 BUILDING MAINTENANCE	6,967	9,644	4,815	6,350	3,817	6,500	5,350	
FIRE STATION 0	0.00							4,250
LIVING QUARTERS 0	0.00							1,100

FIRE DEPARTMENT				(-		2022-2023	)	2023-2024
EXPENDITURES		2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOSEI BUDGET BUDGET
604-5060 VEHICLE & EQPT FU	JELS	9,842	10,177	19,375	15,000	10,093	13,500	13,500
TOTAL MAINTENANCE		40,094	65,449	52,605	67,950	57,174	74,600	53,950
DEPT MATERIALS-SERVICES								
604-6015 ELECTRONIC EQPT M	MAINT	6,120	1,999	6,428	6,500	4,991	5,800	6,500
STRAC TABLET EPCR USER	2	800.00						1,600
RADIO TOWER MAINTENANCE	0	0.00						300
MDT MAINTENANCE	0	0.00						1,500
ZOLL CARDIAC MONITOR CA	2	500.00						1,000
GAS MONITORING	0	0.00						400
MISC VARIOUS EQUIPMENT	0	0.00						1,700
604-6030 INVESTIGATIVE SUP	PLIES/	PROC 880	0	771	750	282	450	750
604-6040 EMS SUPPLIES		25,289	26,161	26,572	27,940	18,802	28,250	29,940
EMS OXYGEN	12	120.00						1,440
DISPOSABLE MEDICAL SUPP	0	0.00						14,000
MEDICATIONS	0	0.00						13,000
BIO HAZARD WASTE DISPOS	0	0.00						1,500
604-6045 FIRE FIGHTING EQP	T SUPP	LIES 9,495	9,985	10,086	10,000	3,660	8,500	9,500
FIRE HOSE REPLACEMENT	1	3,000.00						3,000
SMALL EQUIPMENT REPLACE	1	2,000.00						2,000
FIRE NOZZLE REPLACEMENT	1	2,000.00						2,000
CLASS A & B FOAM	0	0.00						1,000
VARIOUS SUPPLIES	0	0.00						1,500
604-6060 PPE MAINTENANCE		14,824	12,954	15,098	15,750	15,540	16,500	18,050
GEAR REPLACEMENT	5	3,050.00						15,250
REPAIRS	0	0.00						1,000
AIR QUALITY TESTING	0	0.00						500
MISC. PPE	0	0.00						500
RETROFIT RADIO POCKETS	0	0.00						800
TOTAL DEPT MATERIALS-SERVI	CES	56,608	51,099	58,955	60,940	43,275	59,500	64,740
604-6040 EMS SUPPLIES		NEXT YEAR NOTES Asking for a \$3						
		medications and		ue to fising to	0505 101			
604-6060 PPE MAINTENANCE		NEXT YEAR NOTES Increase to gea gear.		due to rising o	cost of bunker			
UTILITIES								
604-7044 UTILITIES - WATER	}	11,244	1,934	2,064	2,000	1,823	1,925	2,000
TOTAL UTILITIES		11,244	1,934	2,064	2,000	1,823	1,925	2,000

FIRE DEPARTMENT			(+		2022-2023	) (	2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
604-8010 NON-CAPITAL-ELECTRONIC EQUI	0	0	1,733	0	0	0	0	
604-8015 NON-CAPITAL-COMPUTER EQUIPM	2,165	22	4,862	400	0	400	400	
COMPUTER/MONITOR 0	0.00							400
604-8023 NON CAPITAL - FITNESS EQPT	0	0	0	3,000	2 <b>,</b> 999	2,999	0	
604-8040 CAPITAL - PPE EQUIPMENT	1,413	22,956	0	0	0	0	0	
604-8080 CAPITAL - IMPROVEMENT	16,471	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	20,049	22,978	6,595	3,400	2,999	3,399	400	
INTERFUND TRANSFERS								
604-9000 GRANT EXPENDITURES	4,000	16,783	10,723	31,112	25,858	28,000	5,000	
TEXAS FOREST SERVICE 0	0.00							5,000
604-9010 TRF TO CAPITAL REPLACEMENT	206,623	224,318	147,164	220,075	0	220,075	272,561	
TOTAL INTERFUND TRANSFERS	210,623	241,101	157,887	251,187	25,858	248,075	277 <b>,</b> 561	
TOTAL FIRE DEPARTMENT	1,877,008	1,968,284	1,923,469	2,189,523	1,562,444	2,162,574	2,386,954	

# Police Department – 605



# **Mission Statement**

The Shavano Park Police Department, in partnership with the community, provides exemplary law enforcement services to promote a safe environment, protecting life and property, while preserving the peace with honor and courage.

# **Goals:**

- Effectively conduct Community-Oriented Policing by maintaining positive interaction with the public and a high degree of visibility within the community.
- Proactively educate the public to the community's role and responsibility to aid in the prevention, detection, and resolution of crime.
- Increase safety of citizens and officers by developing and improving internal systems which assure high quality service to our community while increasing the department's efficiency.
- Recruit, train, and resource a diverse, highly skilled, motivated law enforcement workforce, that promotes a rewarding work environment, investing in the personal and professional development of our employees.

# **Objectives:**

<u>Effectively conduct Community-Oriented Policing by maintaining positive interaction with the public and a high degree of visibility within the community.</u>

- Minimize crime rates across the City
- Maintain average police response times to less than 3 minutes
- Continue to seek positive methods for enhancing Community Policing
- Update 5-year historical crime assessment
- Implement community outreach partnerships with local schools

<u>Proactively educate the public to the community's role and responsibility to aid in the prevention, detection, and resolution of crime.</u>

- Improve citizen/officer interaction through increasing public contact by use of various social media and web opportunities
- Publish monthly crime statistics in newsletter
- More proactive use of Neighborhood Crime Watch and i-Info email systems
- Publish weekly crime blotters to increase community awareness
- Purchase a Drug Drop-off Container to be implemented at City Hall for residents to have year-round drop-off access.
- Continue with citizen awareness courses to help educate residents about critical incidents

<u>Increase safety of citizens and officers by developing and improving internal systems which assure high</u> quality service to our community while increasing the department's efficiency.

- Assess emerging technology for officer safety and efficiency
- Purchase two mobile Automated Fingerprint Identification System (AFIS) devices for patrol and criminal
  investigations use to properly identify subjects at the scene who fail to properly identify themselves or
  are thought to be concealing their identities.
- Replace 4 GETAC patrol laptop computers for use in 4 patrol units that will replace older generation processer models incapable of system upgrades.

Recruit, train, and resource a diverse, highly skilled, motivated law enforcement workforce, that promotes a rewarding work environment, investing in the personal and professional development of our employees.

- Continue to assess staffing needs within the Police Department
- Effectively provide the staff with quality in-service and external training opportunities
- Achieve completion of the Texas Police Chief's Association Law Enforcement Command Officer Program for departmental command staff and senior supervisors.
- Continue to pursue grant opportunities
- Purchase and outfit two replacement patrol vehicles

POLICE DEPARTMENT PERFORMANCE MEASURES:												
Description:	Calendar Year 2020	Calendar Year 2021	Calendar Year 2022	Target Calendar Year 2023								
Strategic Goal - Protect & pr Department Goal - Effectivel interaction with the public a	ly conduct Comm	unity-Oriented P	olicing by mainto									
Non-Criminal Calls	1,813	1,890	2,260	2,000								
Response Time	3:30	3:05	3:13	< 3 minutes								
Traffic Contacts	1,917	3,512	3,632	4,000								
Criminal Offense Cases	208	250	250	200								
Number of patrol officers per 1,000 population	3.69	3.69	3.69	3.69								

# **Police Department - 605**

#### **Major Budget Changes**

### **Personnel Salary/Benefits:**

\$ 2,031,107

Compensation adjustment reflects a 2.1% market-based increase, 5% cost of living increase plus a 2.5% step increase for licensed department members. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024. City Council authorized an increase in the City's monthly health insurance contribution per employee from \$675 to \$745 and also pay 25% of dependent's health insurance premium.

A portion of Salaries, Medicare, and TMRS are being supplemented from the Court Restricted Fund (Security) to cover the manpower needed during the monthly Municipal Court sessions.

Maintenance: \$ 80,850

Decrease in Vehicle & Equipment Fuels (5060) planned due to newer patrol vehicles

Capital Outlay: \$ 400

As the Police Department capital outlay expenditures are financed via the Crime Control District, those items are being budgeted in that fund.

City Council has also approved use of the City's American Rescue Plan Act funds for Police Department purposes. Please refer to Fund 58 for details.

10 -GENERAL FUND
POLICE DEPARTMENT

POLICE DEPARTMENT			(		2022-2023	)	( 2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSE: BUDGET
PERSONNEL	4 405 055	4 466 560	1 060 000	4 055 400	0.7.6. 7.00	1 015 000	4 454 000	
605-1010 SALARIES	1,107,975	1,166,563	1,262,922	1,355,493	976 <b>,</b> 799	1,215,000	1,471,200	
605-1015 OVERTIME	22,108	26,853	32,238	32,500	32,577	32,750	34,000	
605-1017 INCENTIVE AGREEMENTS	0	0	0	0	3,300	4,950	8,250	
605-1020 MEDICARE	16,430	17,377	19,107	20,747	14,875	18,400	22,600	
605-1025 TWC (SUI)	2,892	4,932	441	4,275	152	177	1,710	
605-1030 HEALTH INSURANCE	126,568	127,629	127,701	145,800	110,025	134,325	174,600	
605-1031 HSA	799	733	688	755	488	675	0	
605-1033 DENTAL INSURANCE	7,371	7,013	6 <b>,</b> 953	7,160	5 <b>,</b> 305	6,450	8,020	
605-1035 VISION CARE INSURANCE	1,741	1,663	1,458	1,487	1,126	1,400	1,660	
605-1036 LIFE INSURANCE	1,299	1,299	1,305	2,668	1,931	2,350	2,052	
605-1037 WORKERS' COMP INSURANCE	28,890	27,778	33,014	38,102	25,003	36,000	41,400	
605-1040 TMRS RETIREMENT	162,257	171,697	189,377	208,467	150,030	185,000	223,340	-
605-1070 SPECIAL ALLOWANCES	33,048	37,390	46,619	42,800	29,548	36,500	42,275	
TOTAL PERSONNEL	1,511,376	1,590,928	1,721,824	1,860,254	1,351,159	1,673,977	2,031,107	
UPPLIES								
605-2020 OFFICE SUPPLIES	3,110	3,052	2,553	3,000	1,269	2,750	3,000	
605-2035 EMPLOYEE APPRECIATION	0	671	855	855	118	855	855	
19 FTE 19	45.00	* -						855
605-2050 PRINTING & COPYING	898	1,372	1,077	1,300	437	1,200	1,300	000
FORMS, MIRANDA, LEGISLA 0	0.00	2,0,2	-/ -/ -	1,000	10 /	1,200	1,000	1,300
605-2060 MEDICAL/SCREENING/TESTING/B		40	225	1,000	775	950	1,000	1,000
PSYCHOLOGICAL EVALUATIO 0	0.00	10	220	1,000	7.75	330	1,000	400
DRUG SCREEN-PHYSICALS 0	0.00							200
POLYGRAPS 0	0.00							400
605-2070 JANITORIAL/BUILDING SUPPLIE		0	498	500	339	450	500	400
605-2080 UNIFORMS & ACCESSORIES	27 <b>,</b> 805		16,782				25,000	
	•	28,577	10,782	25,000	15 <b>,</b> 677	22,000	· ·	7 000
***************************************	0.00						_	17,000
8- BULLET PROOF VESTS 0	0.00		•	•	•	•		8,000
605-2091 SAFETY SUPPLIES	11,596	0 710	0	0	0	0	0	
TOTAL SUPPLIES	44,753	33,713	21,990	31,655	18,615	28,205	31,655	
ERVICES								
605-3020 ASSOCIATION DUES & PUBS	1,877	1,434	2,969	3,180	1,125	1,800	3,180	
NATIONAL ASSN. OF POLIC 0	0.00							60
TX POLICE CHIEF ASSN 0	0.00							50
TEXAS POLICE ASSOCIATIO 0	0.00							30
CRIMINAL LAW & TRAFFIC 0	0.00							1,200
TX POLICE CHIEF ASSN - 0	0.00							350
NOTARY PUBLIC - RENEWAL 0	0.00							130
TX BEST PRACTICE MBRSHP 0	0.00							1,000
PERF 0	0.00							360
0	0.00							0
605-3030 TRAINING/EDUCATION	300	2,180	3,385	3,000	1,454	3,000	3,000	-
0	0.00	2,100	0,000	0,000	-,	0,000	0,000	3,000
V	3.00							0,000

10 -GENERAL FUND
POLICE DEPARTMENT

POLICE DEPARTMENT			1-		2022-2023	) (	2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSE BUDGET
FIREARMS TRAINING 22 OF 0	0.00							0
~ 20 VARIOUS TRAINING C 0	0.00							0
605-3040 TRAVEL/MILEAGE/LODGING/PERD	D 2,232	4,205	3,726	5,000	2,348	4,000	4,000	
605-3050 LIABILITY INSURANCE	16,683	19,753	22,489	23,600	21,183	21,183	23,300	
605-3060 UNIFORM MAINTENANCE	5 <b>,</b> 677	4,425	4,610	6,000	2,653	4,500	6,000	
21 OFFICERS AT ~\$350 EA 0	0.00	•	,	•	,	•	,	6,000
605-3071 PROPERTY INSURANCE	7,829	8,504	9,263	11,300	10,142	10,142	11,100	,
605-3072 ANIMAL CONTROL SERVICES	12,500	12,334	12,182	12,500	10,279	12,100	12,500	
	1,000.00	12,001	12/102	12,000	10,275	12,100		2,000
ANIMAL CONTROL EQUIPMEN 0	0.00						-	500
605-3087 CITIZENS COMMUNICATION/ED	120	65	500	600	0	600	600	300
605-3090 COMMUNICATIONS SERVICES	4,371	9,387	8,087	9,400	6 <b>,</b> 528	7,400	9,400	
	•	9,38/	8,08/	9,400	0,328	7,400	9,400	4 700
CONNECTIVITY - ROUTERS 0	0.00							4,700
CONNECTIVITY - TICKET W 0	0.00							3,300
MOBILE HOTSPOTS 0	0.00							1,400
TOTAL SERVICES	51,589	62,287	67 <b>,</b> 209	74,580	55,711	64,725	73,080	
CONTRACTUAL								
605-4045 CONTRACT/RADIO FEES COSA	7,776	7,992	7,560	8,000	6,300	7,560	8,000	
605-4075 COMPUTER SOFTWARE/INCODE	14,522	19,743	17,709	19,780	19,706	22,500	20,944	
INCODE - TDEX INTERFACE 0	0.00	•	,	•	,	•	,	769
INCODE - CALLS FOR SERV 0	0.00							877
INCODE - PUBLIC SAFETY 0	0.00							9,343
INCODE - CASE MANAGEMEN 0	0.00							1,817
INCODE - PERSONNEL 0	0.00							812
INCODE - PROPERTY ROOM 0	0.00							1,298
INCODE - BRAZOS TECHNOL 0	0.00							3,045
LEADS ONLINE 0	0.00							1,758
								•
110000111111 (100000)	0.00							500
ACCURINT (LEXIS-NEXIS) 0	0.00						•	725
605-4086 CONTRACT LABOR	0	6,498	0 0 0 0 0	0 700	0 0 0 0 0	0	0	
TOTAL CONTRACTUAL	22,298	34,232	25,269	27,780	26,006	30,060	28,944	
AINTENANCE								
605-5005 EQUIPMENT LEASES	1,684	1,748	2 <b>,</b> 575	2,000	1,503	1,800	2,000	
MONTHLY COPY FEES - PER 0	0.00							2,000
605-5010 EQUIPMENT MAINT & REPAIR	1,714	1,609	2,143	2,000	1,069	1,500	1,500	
605-5015 ELECTRONIC EQPT MAINT	4,591	1,695	2,753	2,350	432	2,200	2,350	
MIDWEST RADAR-CERTIFICA 0	0.00	,	,	•		,	,	350
DAILY WELLS - RADIO REP 0	0.00							2,000
605-5020 VEHICLE MAINTENANCE	43,637	27,560	32,391	33,000	24,901	28,000	28,000	_, , , , ,
605-5030 BUILDING MAINTENANCE	43,037	27,300	7,022	3,000	826	2,500	3,000	
MISC BUILDING MAINTENAN 0	0.00	J	1,022	3,000	020	2,500	3,000	3,000
605-5060 VEHICLE & EOPT FUELS	31,250	39,426	72,154	46,000	37,676	47,000	44,000	5,000
TOTAL MAINTENANCE	82,876	72,039	119,038	88,350	66,408	83,000	80,850	
TOTAL MAINTENANCE	02,0/0	12,039	119,038	88,330	00,408	83,000	80,830	

10 -GENERAL FUND POLICE DEPARTMENT

				(	2022-2023	) (	( 2023-	-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
DEPT MATERIALS-SERVICES								
605-6030 INVESTIGATIVE SUPPLIES	2,847	11,255	3,957	5,000	884	4,750	5,000	
605-6032 POLICE SAFETY SUPPLIES	3,599	2,882	2,231	3,000	853	2,900	3,000	
FLARES 0	0.00							500
SABA 0	0.00							1,700
GLOVES, TRAFFIC CONES, 0	0.00							800
605-6035 FIREARMS EQUIPMENT/SUPPLIES	6,649	8,839	8,832	8,800	5,849	8,740	8,800	
AMMUNITION 0	0.00	,	,	.,	, , ,	-,	.,	6,300
TARGETS/SHOOTING PADS 0	0.00							2,000
CLEANING SUPPLIES 0	0.00							500
605-6037 OTHER EQUIPMENT	0	0	7,203	0	0	0	0	000
TOTAL DEPT MATERIALS-SERVICES	13,095	22,975	22,223	16,800	7,586	16,390	16,800	
UTILITIES								
605-7042 UTILITES- PHONE	3,679	3,942	4,077	5,100	3,414	4,100	4,100	
CELL PHONES 0	0.00	•	•	•		•	•	2,000
AT&T DISPATCH LINE 0	0.00							1,200
WAVE APP 0	0.00							900
TOTAL UTILITIES	3,679	3,942	4,077	5,100	3,414	4,100	4,100	
CAPITAL OUTLAY								
605-8015 NON-CAPITAL-COMPUTER EQUIP.	0	812	393	400	129	400	400	
COMPUTER/MONITOR & EQUI 1	400.00							400
TOTAL CAPITAL OUTLAY	0	812	393	400	129	400	400	
INTERFUND TRANSFERS								
605-9000 GRANT EXPENDITURES	33,905	0	0	32,360	32,360	32,360	0	
TOTAL INTERFUND TRANSFERS	33,905	0	0	32,360	32,360	32,360	0	
TOTAL POLICE DEPARTMENT	1,763,571	1,820,929	1,982,023	2,137,279	1,561,389	1,933,217	2,266,936	

# **Development Services - 607**

# **Major Budget Changes:**

# **Personnel Salary/Benefits**

There are no personnel located within this department. Services are performed by outside, independent contractors.

**Services:** 84,800

-3015 Professional Services - building Inspections Lower volume of inspections anticipated, decrease \$4,000

### **Contractual:**

-4075 Computer Software/Maintenance

3,375

Allocation of on-line permitting costs for tree trimming permits to the Tree Preservation & Beautification Fund reduces the General Fund expenditure

No other significant changes in the day to day operations of this department.

10 -GENERAL FUND
DEVELOPMENT SERVICES

DEVELOPMENT SERVICES			(		2022-2023	)	( 2023-2	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SUPPLIES								
607-2020 OFFICE SUPPLIES	13	253	156	125	185	200	250	
607-2050 PRINTING & COPYING	204	360	163	300	276	325	300	
TOTAL SUPPLIES	217	613	319	425	461	525	550	
SERVICES								
607-3012 PROF -ENGINEERING REVIEW	0	0	0	2,000	0	0	0	
607-3015 PROF -BLDG INSPECTION SERVI	.,	82 <b>,</b> 560	85 <b>,</b> 225	80,000	67 <b>,</b> 055	82 <b>,</b> 000	78 <b>,</b> 000	
607-3016 PROF -HEALTH INSPECTOR	2,040	2,640	2,580	2,800	2,040	2,500	2,800	
607-3017 PROF -SANITARY INSPECTION S	4,370	4,690	2,600	4,000	4,050	4,500	4,000	
607-3020 ASSOCIATION DUES & PUBS	0	1,051	0	0	0	0	0	-
TOTAL SERVICES	81,570	90,942	90,405	88,800	73,145	89,000	84,800	
CONTRACTUAL								
607-4075 COMPUTER SOFTWARE/MAINTENAN	•	2,413	0	3 <b>,</b> 375	3 <b>,</b> 375	3 <b>,</b> 375	3 <b>,</b> 375	
DIGITAL PERMITTING 0	0.00							6,000
LESS ALLOC TO TREE FUND 35(	7.50)							2 <u>,625)</u>
TOTAL CONTRACTUAL	1,500	2,413	0	3,375	3 <b>,</b> 375	3,375	3,375	
TOTAL DEVELOPMENT SERVICES	83,288	93,968	90,724	92,600	76,981	92,900	88,725	
TOTAL EXPENDITURES	5,776,676	6,098,453	5,735,063	6,346,780	4,640,729	6,142,551	6,731,775	
REVENUE OVER/(UNDER) EXPENDITURES (	317,758)	80,628	92,099	0	1,222,306	265,138	0	=======
	=======	========	========	========	========		========	

### **30 - DEBT SERVICE FUND**

**Fund Purpose.** This fund accounts for the property taxes levied for payment of principal and interest on the City's general long-term debt.

**Fund Description.** The debt service fund accounts for the accumulation of the interest and sinking (I&S) portion of ad valorem taxes and other resources, as directed by City Council, for the payment of principal, interest and related costs.

General obligation bonds are payable out of the City's ad valorem tax revenues. City Council authorizes the levy, assessment and collection of ad valorem taxes sufficient to pay the annual debt service amounts as provided in the bond ordinance, solely for the benefit of those bonds. The bond ordinance stipulates that "said interest and sinking fund shall be kept separate and apart from all other funds and accounts of said City, and shall be used only for the paying the interest on and principal of said bonds."

As of September 30, 2023, the City's long-term debt consists of three outstanding bonds and one State Infrastructure Bank loan note:

- 1) **General Obligation Refunding Bonds, Series 2017.** Dated June 1, 2017, with an original principal amount of \$1,925,000, the bonds' current principal outstanding is \$1,595,000 with \$560,600 in interest for a total debt service of \$2,155,600. These bonds bear interest of 2.0% to 4.0%. The final principal and interest payment is due February 15, 2039.
  - 100% of the debt service is supported by water revenues.

<u>Purpose Statement</u>: Proceeds were used to make public improvements and for other public purposes: (1) acquire, construct, renovate, enlarge, and improve the City's water utility system, including a new water well; (2) purchase materials, supplies, equipment, machinery, land, and rights-of-way for authorized needs and purposes relating to the water utility system; and (3) payment of professional services related to the construction and financing of the aforementioned projects. These bonds were issued in 2009 and were refinanced in 2017.

- 2) **General Obligation Refunding Bonds, Series 2018.** Dated November 20, 2018, with an original principal amount of \$1,385,000, the bonds' current principal outstanding is \$675,000 with \$25,891 in interest for a total debt service of \$700,891. These bonds bear an interest rate of 2.69%. The final principal and interest payment is due February 15, 2026.
  - \$144,033 (or 20.55%) of the debt service is supported by water revenues.
  - \$556,858 (or 79.45%) of the debt service is supported by ad valorem taxes.

<u>Purpose Statement</u>: Proceeds were used to make public improvements and for other public purposes: (1) streets and drainage; (2) City Hall; and (3) Waterworks Improvements. The original bonds were issued in 2000, refinanced in 2009 and again in 2018.

- 3) **State Infrastructure Bank loan note, Series 2020.** Dated November 11, 2020 with an original principal amount of \$925,000, the loan's current principal outstanding is \$809,240 with \$174,712 in interest for a total debt service of \$983,952. This loan is non-interest bearing until November 11, 2023, after which it carries a rate of 2.33%. The final principal and interest payment is due August 15, 2040.
  - \$491,976 (or 50%) of the debt service is supported by water revenues.
  - \$491,976 (or 50%) of the debt service is supported by ad valorem taxes.

<u>Purpose Statement</u>: Proceeds were used for payment of the actual costs of relocation of water utilities necessary for the Texas Department of Transportation's NW Military Highway expansion project.

**Note regarding State Infrastructure Bank Loan.** This loan was issued by the State Infrastructure Bank of the Texas Department of Transportation (TxDOT) in Fiscal Year 2020 - 2021 to finance the relocation of City Utility water lines in conflict with the TxDOT improvement project of NW Military Highway (Farm to Market Road 1535) that bisects Shavano Park. This project incorporates bike lanes, sidewalks, and a 2-way center turn lane while improving drainage facilities and adding a traffic light at the corner of Pond Hill Road and NW Military Highway (a site of frequent accidents). It is a regional project funded by the Alamo Area Municipal Planning Organization and uses a combination of Federal and State funds.

- 4) **General Obligation Bonds, Series 2022.** Dated July 15, 2022 with an original principal amount of \$9,410,000, the bonds' current principal outstanding is \$9,145,000 with \$4,729,200 in interest for a total debt service of \$13,874,200. These bonds bear a stated interest rate of 5%. The final principal and interest payment is due February 15, 2042. This bonds' issuance was voter-approved in the May 7, 2022 Bond Election.
  - 100% of the debt service is supported by ad valorem taxes.

<u>Purpose Statement</u>: Proceeds from the sale of the Bonds will be used for the purposes of (1) designing, demolishing, constructing, renovating, improving, reconstructing, restructuring, and extending streets and thoroughfares and related land and right-of-way, sidewalks, streetscapes, collectors, drainage, landscape, signage, acquiring lands and rights-of-way necessary thereto or incidental therewith, and (2) paying the costs of issuance and expenses relating to the Bonds. See page 186 for the accounting of this bond's use in the Street Projects Fund.

The Debt Service Fund supports \$14,923,034 in total debt service requirements.

The Water Debt Service Fund supports the remaining \$2,791,609 of future total debt service requirements. See page 122 for information on the Water Fund portion of the debt.

**Fund Changes.** This budget provides for \$385,600 in revenues from ad valorem taxes, \$28,940 transfer from the General Fund, \$75,951 in certified prior year excess ad valorem tax collections\* and a transfer in of \$470,291 from the Street Maintenance Fund. A total of \$960,782 will be expensed for debt service in fiscal year 2023 - 2024.

**City Bond Rating**. The City of Shavano Park is rated "AAA/Stable" by Standard and Poor's as of June 8, 2022. This is the highest and best credit rating that can be issued.

**Debt Service Ratio.** The City's fiscal year 2023 – 2024 debt service ratio is 0.134 or 13.4 %. In other words, 13.4% of the City's revenues (excluding the Water Utility and transfers from other funds) are committed to debt service. The City is utilizing the Street Maintenance Fund this Fiscal Year to support a portion the debt service, transferring \$470,291 to the Debt Service Fund. See page 158 for information on the Street Maintenance Fund.

The debt service ratio, a widely accepted measure of sound financial management, and a useful tool to understand the City's fiscal integrity, is the ratio of debt service expenditures as a percent of a municipality's own source revenue (I&S portion of ad valorem taxes in addition to General Fund revenues). The Government Finance Officers Association considers a debt service ratio exceeding 20% as a warning signal for municipalities. A ratio of 10% or less is considered acceptable.

**Legal Debt Margin Information.** The City is a Type A general law municipality and under Article XI, Section 4, of the Texas Constitution, the maximum ad valorem tax rate is limited to \$1.50 per \$100 Taxable Assessed Valuation for all City purposes. The Texas Attorney General has adopted an administrative policy that generally prohibits the issuance of debt by a municipality, such as the City, if its issuance produces debt service requirements exceeding that which can be paid from \$1.00 of the foregoing \$1.50 maximum rate calculated at 90% collection.

Per the City's Financial Advisors using the Texas Attorney General's guideline for general law Cities, the City's legal debt margin is based on a tax rate of \$1.00 per \$100 of net assessed property value with projected 90% collection of the tax levy. For the fiscal year 2023 – 2024 budget, the City's legal debt margin is \$13,491,000. This means the City could issue debt (bonds) up to an amount that generates a maximum debt service requirement of less than \$13,501,486.

The General Law Cities calculation of the legal debt margin for the City of Shavano Park is:

# Estimated Net Assessed Value: \$ 1,629,813,065

For the Texas Constitution Legal Debt Margin – Divide the estimated net assessed value by \$100 and multiply by the Texas Attorney General general rule tax rate of \$1.00. Then subtract the maximum annual debt service requirement amount for existing General Obligation (G.O.) debt.

\$14,667,985	City of Shavano Park's maximum legal debt service requirement
	(based on tax rate of \$1.00 per \$100 value and 90% collection)
\$ 1,176,985	City of Shavano Park's maximum annual debt requirements for
	existing G.O. debt (will occur in fiscal year end 2024)
\$13,491,000	City of Shavano Park's FY24 Debt Margin

According to the City's Financial Advisor, a debt margin of \$13,491,000 translates into additional debt capacity of approximately \$183 million in bonds (depending on factors such as number of debt issues and the interest rate environment).

\* The City has adopted a property tax freeze for residents who are 65 years of age or older or disabled. As a result, when property tax rates are calculated for debt service (I&S) these property valuations are not included in determining the necessary tax rate to pay current year debt payments. However, the tax amounts paid on frozen properties during that year are proportioned out by the M&O and I&S ratios based on the adopted tax rate, creating excess ad valorem collections in the Debt Service Fund. This excess amount is then used to reduce the amount of ad valorem taxes to be collected when calculating the subsequent year's I&S rate.

# **30 - DEBT SERVICE FUND**

	Al	2022-23 MENDED BUDGET	<u>.</u>	CITY	2023-24 COUNCIL OPOSED		DI	FFERENCE
BEGINNING FUND BALANCE	\$	115,075	•	\$	63,271			
REVENUES	\$	907,299	**	\$	884,831	***	\$	(22,468)
EXPENDITURES	\$	959,103	<u>-</u>	\$	960,782		\$	1,679
TOTAL REVENUES LESS THAN								
EXPENDITURES	\$	(51,804)		\$	(75,951)			
ENDING FUND BALANCE, PROJECTED	\$	63,271	-	\$	(12,680)	(1)		

<sup>\*\*</sup> Revenues do not include transfer of \$36,804 from prior year excess collections and \$15,000 from Fund Balance.

<sup>(1)</sup> Projected deficit fund balance on a budget basis only.

Estimated excess ad valorem taxes collected on properties under the over 65 tax freeze amount to \$120,000 for FY2024 and will be used towards FY2025 debt service expenditures. These revenues are not budgeted as they are not considered 'due' and may be deferred.

DEBT SERVICE *	FUNDING	TOTAL PRINCIPAL	т	OTAL INTEREST
General Obligation Refunding Bonds, Series 2017 (2009 CO)	, Water Supported	\$ 1,595,000	\$	560,600
General Obligation Refunding Bonds,	, Water Supported	138,712		5,321
Series 2018	Tax Supported	536,288		20,570
General Obligation Bonds, Series 2022	Tax Supported	9,145,000		4,729,200
State Infrastructure Bank Loan,	Water Supported	404,620		87,356
issued 2020	Tax Supported	404,620		87,356
		\$ 12,224,240	\$	5,490,403

<sup>\*</sup> Refer to debt service schedules for detail of payments by year.

<sup>\*\*\*</sup> Revenues do not include transfer of \$75,951 from prior year excess collections.

30 -DEBT SERVICE FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
TAXES 30-599-1010 CURRENT ADVALOREM TAXES 30-599-1020 DELINOUENT ADVALOREM TAXES	160,831 2,066	172 <b>,</b> 770 111	166 <b>,</b> 967 495	245 <b>,</b> 067 0	328 <b>,</b> 664 665	330 <b>,</b> 000 800	385,600	
30-599-1030 PENALTY & INTEREST TOTAL TAXES	810 163,708	527 173,409	626 168,088	245,067	947 330,275	1,075 331,875	385,600	
TRANSFERS IN 30-599-8002 PREMIUM RECD ON BOND ISSUE	0	0	8,245	0	0	0	0	
30-599-8002 PREMION RECD ON BOND ISSUE 30-599-8010 INTEREST INCOME	1,861	73	698	0	5 <b>,</b> 453	6,400	0	
30-599-8012 TRANSFER FROM GENERAL FUND	0	0	28,940	28,940	0	28,940	28,940	
30-599-8030 FUND BALANCE - TRANSFER IN CERTIFIED EXCESS COLLEC 0 FUND BALANCE APPLIED 0	0.00 0.00	0	0	51,804	0	0	75 <b>,</b> 951 75	,951
30-599-8048 TRANSFER IN - STREET MAINT	0.00	0	0	633,292	396,438	617,500	470,291	O
TOTAL TRANSFERS IN	1,861	73	37,883	714,036	401,891	652,840	575,182	
TOTAL NON-DEPARTMENTAL	165,569	173,481	205,971	959 <b>,</b> 103	732,166	984,715	960,782	
TOTAL REVENUES	165,569 ======	173,481	205,971	959,103	732,166	984,715	960,782	

30 -DEBT SERVICE FUND DEBT SERVICE

DEBT SERVICE				(	- 2022-2023	)	( 2023-	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
607-8050 2009 GO REFUNDING-PRINCIPAL	154,928	0	0	0	0	0	0	
607-8052 2009 GO REFUNDING-INTEREST	3,099	0	0	0	0	0	0	
607-8054 BOND AGENT FEES	0	0	0	500	19	219	500	
607-8056 2018 GO REFUNDING (2009) PR	11,918	170,818	178,763	178,763	182,735	182,735	190,680	
607-8057 2018 GO REFUNDING (2009) IN	28,906	26,448	21,599	21,746	9,671	16,884	11,862	
607-8058 2022 GO BOND - PRINCIPAL	0	0	0	265,000	265,000	265,000	300,000	
607-8059 2022 GO BONDS - INTEREST	0	0	0	464,154	246,004	464,154	428,800	
607-8060 SIB LOAN - PRINCIPAL	0	0	28,940	28,940	0	28,940	21,765	
607-8061 SIB LOAN - INTEREST	0	0	0	0	0	0	7,175	
TOTAL CAPITAL OUTLAY	198,849	197,265	229,302	959,103	703,428	957,932	960,782	
TOTAL DEBT SERVICE	198,849	197,265	229,302	959,103	703,428	957 <b>,</b> 932	960,782	
TOTAL EXPENDITURES	198,849	197,265	229,302	959,103	703,428	957,932	960,782	
	198,849  33,280)	197,265  ( 23,784)	========	959,103	703,428	957,932 	960,782	



## City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2018 \* Payment Source: 79.45% General Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
02/15/2024	190,680.00	7,213.07	197,893.07	
08/15/2024		4,648.42	4,648.42	
09/30/2024				202,541.49
02/15/2025	194,652.50	4,648.42	199,300.92	
08/15/2025		2,030.34	2,030.34	
09/30/2025				201,331.26
02/15/2026	150,955.00	2,030.34	152,985.34	
09/30/2026				152,985.34
	536,287.50	20,570.59	556,858.09	556,858.09



City of Shavano Park, Texas State Infrastructure Bank Loan, Series 2020 \* Payment Source: 50% General Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
08/15/2024	21,764.52	7,175.49	28,940.01	_
09/30/2024				28,940.01
08/15/2025	20,019.47	8,920.53	28,940.00	
09/30/2025				28,940.00
08/15/2026	20,485.92	8,454.08	28,940.00	
09/30/2026				28,940.00
08/15/2027	20,963.25	7,976.76	28,940.01	
09/30/2027				28,940.01
08/15/2028	21,451.69	7,488.31	28,940.00	
09/30/2028				28,940.00
08/15/2029	21,951.51	6,988.49	28,940.00	
09/30/2029				28,940.00
08/15/2030	22,462.98	6,477.02	28,940.00	
09/30/2030				28,940.00
08/15/2031	22,986.37	5,953.63	28,940.00	
09/30/2031				28,940.00
08/15/2032	23,521.95	5,418.05	28,940.00	
09/30/2032				28,940.00
08/15/2033	24,070.01	4,869.99	28,940.00	
09/30/2033				28,940.00
08/15/2034	24,630.85	4,309.16	28,940.01	
09/30/2034				28,940.01
08/15/2035	25,204.74	3,735.26	28,940.00	ŕ
09/30/2035	ŕ	ŕ		28,940.00
08/15/2036	25,792.01	3,147.99	28,940.00	ŕ
09/30/2036	ŕ	ŕ		28,940.00
08/15/2037	26,392.97	2,547.03	28,940.00	ŕ
09/30/2037	ŕ	ŕ		28,940.00
08/15/2038	27,007.92	1,932.08	28,940.00	
09/30/2038	,	,	,	28,940.00
08/15/2039	27,637.21	1,302.79	28,940.00	,
09/30/2039	,	,	,	28,940.00
08/15/2040	28,276.67	658.85	28,935.52	,
09/30/2040				28,935.52
	404,620.04	87,355.51	491,975.55	491,975.55



City of Shavano Park, Texas General Obligation Bonds, Series 2022 \* Payment Source: 100% General Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
02/15/2024	300,000.00	218,150.00	518,150.00	
08/15/2024	200,00000	210,650.00	210,650.00	
09/30/2024			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	728,800.00
02/15/2025	315,000.00	210,650.00	525,650.00	720,000.00
08/15/2025	212,000100	202,775.00	202,775.00	
09/30/2025		,,,,,,,,,,,	,,,,	728,425.00
02/15/2026	335,000.00	202,775.00	537,775.00	, = 0, 1=0100
08/15/2026		194,400.00	194,400.00	
09/30/2026		, , , , , , , ,	,	732,175.00
02/15/2027	345,000.00	194,400.00	539,400.00	, , , , , , , , , , , , , , , , , , , ,
08/15/2027	,	189,225.00	189,225.00	
09/30/2027		,	,	728,625.00
02/15/2028	360,000.00	189,225.00	549,225.00	,
08/15/2028	,	180,225.00	180,225.00	
09/30/2028		,	,	729,450.00
02/15/2029	380,000.00	180,225.00	560,225.00	,
08/15/2029	,	170,725.00	170,725.00	
09/30/2029		,	,	730,950.00
02/15/2030	400,000.00	170,725.00	570,725.00	,
08/15/2030	,	160,725.00	160,725.00	
09/30/2030		,	,	731,450.00
02/15/2031	420,000.00	160,725.00	580,725.00	,
08/15/2031	-,	150,225.00	150,225.00	
09/30/2031		,	,	730,950.00
02/15/2032	440,000.00	150,225.00	590,225.00	,
08/15/2032	,	139,225.00	139,225.00	
09/30/2032		,	•	729,450.00
02/15/2033	465,000.00	139,225.00	604,225.00	ŕ
08/15/2033		127,600.00	127,600.00	
09/30/2033				731,825.00
02/15/2034	485,000.00	127,600.00	612,600.00	
08/15/2034		115,475.00	115,475.00	
09/30/2034				728,075.00
02/15/2035	510,000.00	115,475.00	625,475.00	
08/15/2035		102,725.00	102,725.00	
09/30/2035				728,200.00
02/15/2036	540,000.00	102,725.00	642,725.00	
08/15/2036		89,225.00	89,225.00	
09/30/2036				731,950.00
02/15/2037	565,000.00	89,225.00	654,225.00	
08/15/2037		75,100.00	75,100.00	
09/30/2037				729,325.00
02/15/2038	595,000.00	75,100.00	670,100.00	
08/15/2038		60,225.00	60,225.00	
09/30/2038				730,325.00
02/15/2039	625,000.00	60,225.00	685,225.00	
08/15/2039		44,600.00	44,600.00	
09/30/2039				729,825.00
02/15/2040	660,000.00	44,600.00	704,600.00	
08/15/2040		28,100.00	28,100.00	
09/30/2040				732,700.00
02/15/2041	690,000.00	28,100.00	718,100.00	



City of Shavano Park, Texas General Obligation Bonds, Series 2022 \* Payment Source: 100% General Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
08/15/2041		14,300.00	14,300.00	
09/30/2041				732,400.00
02/15/2042	715,000.00	14,300.00	729,300.00	
09/30/2042				729,300.00
	9,145,000.00	4,729,200.00	13,874,200.00	13,874,200.00

# 20 - WATER FUND

				F	Y 2023-24			
	F	Y 2022-23			CITY			
	F	AMENDED		(	COUNCIL			
		BUDGET		P	ROPOSED		DIF	FERENCE
UNRESTRICTED	\$	813,264		\$	703,264			
COMMITTED FOR CAPITAL REPLACEMENT		515,086			564,570			
BEGINNING FUND BALANCE	\$	1,328,350		\$	1,267,834			
REVENUES AND OTHER SOURCES	\$	1,321,809		\$	1,515,715		\$	193,906
DEPARTMENT EXPENSES AND OTHER USE:	S:							
WATER DEPARTMENT OPERATIONS	\$	1,037,103		\$	1,245,785		\$	208,682
TRANSFER TO GENERAL FUND		22,050			22,050			-
DEBT SERVICE		213,172			217,103			3,931
CAPITAL PROJECT		110,000	**		-			(110,000)
TOTAL EXPENSES	\$	1,382,325		\$	1,484,938		\$	102,613
Income/(Loss)	\$	(60,516)		\$	30,777			
ESTIMATED UNRESTRICTED	\$	703,264		\$	703,264			
COMMITTED FOR CAPITAL REPLACEMENT		564,570			595,347		\$	30,777
ENDING FUND BALANCE, PROJECTED BUDGET	\$	1,267,834		\$	1,298,611			
CAPITAL REPLACEMENT	\$	66,484	*	\$	69,777	*	\$	3,293

<sup>\*</sup> Capital replacement reflects the funds set aside for future capital outlay, not a true expense.

Notes: Fund Balance amounts do not include the Net Investment in Capital Assets of \$3,192,564 at September 30, 2022.

While the Utility uses the 72 Fund - Water Capital Replacement to assist in the tracking of amounts set aside for equipment and water plant replacement, the amounts reflected here are consolidated to include both the 20 Fund - Water Utility and the 72 Fund - Water Capital Replacement with interfund activity eliminated.

\*\* The Water Utility has approximately \$110,000 of unutilized State Infrastructure Bank loan proceeds (held in the Water Capital Replacement Fund). If these funds are not needed for the Northwest Military Highway expansion project, they will be returned the State Infrastructure Bank, reducing the outstanding loan amount.

#### PAGE: 1

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

20 -WATER FUND

			(-		2022-2023	) (	2023-3	2024
REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
WATER SALES	700 100	661 061	050 170	670 000	500 001	000 000	600 050	
20-599-5015 WATER CONSUMPTION	709,130	661,861	853 <b>,</b> 178	679 <b>,</b> 290	532,831	800,000	682,950	
CALCULATED 0	0.00							3,000
ADD'L 165AF CY LEASE 0	0.00	0.400	44 506	0.000	10.000	40 500		4 <b>,</b> 950
20-599-5016 LATE CHARGES	505	2,183	11,726	8,000	10,393	12,500	12,000	
20-599-5018 DEBT SERVICE	189 <b>,</b> 198	189 <b>,</b> 830	189 <b>,</b> 875	189 <b>,</b> 900	158,083	189,800	189 <b>,</b> 900	
20-599-5019 WATER SERVICE FEE	58 <b>,</b> 764	59 <b>,</b> 038	61 <b>,</b> 712	64,000	55 <b>,</b> 044	66 <b>,</b> 300	66,000	
20-599-5036 EAA PASS THRU CHARGE	91 <b>,</b> 813	88,264	106,600	96 <b>,</b> 095	70 <b>,</b> 531	100,000	92 <b>,</b> 365	
CALCULATED 0	0.00							3,900
ADDL 165AF CY2023 LEASE 0	0.00						3	3,465
20-599-5040 TAPPING FEES	0	2,800	0	0	0	0	0	
20-599-5045 METER UPGRADE FEE	0	0	0	0	605	3,405	0	
TOTAL WATER SALES	1,049,409	1,003,976	1,223,091	1,037,285	827,486	1,172,005	1,043,215	
MISC./GRANTS/INTEREST								
20-599-7000 INTEREST INCOME	9,295	3,092	4,316	1,100	38,749	48,000	30,000	
20-599-7005 INTEREST - LEASE RECEIVABLE	0	0	6,222	0	0	0	0	
20-599-7011 OTHER INCOME	93	182	30,245	0	189	200	0	
20-599-7012 LEASE OF WATER RIGHTS	10,500	15,750	21,000	23,000	11,750	11,750	8,000	
DOCTOR'S LEASE 0	0.00						8	3,000
20-599-7024 BEXAR COUNTY ILA - ARPA	0	0	0	225,000	0	150,000	400,000	
20-599-7028 TCEQ GRANT	42,335	0	0	0	0	0	0	
20-599-7060 CC SERVICE FEES	1,958	5,275	9,397	6,000	6,599	9,000	9,000	
20-599-7075 SITE/TOWER LEASE REVENUE	37,244	38,784	26,134	24,424	20,270	24,400	25,500	
T-MOBILE 0	0.00	,	,	,	,	,		5,500
20-599-7076 SITE LEASE REVENUE - CONTRA	0	0	( 23,293)	0	0	0	0	•
20-599-7077 AMORT - DEF INFLOW - LEASES	0	0	22,634	0	0	0	0	
20-599-7090 SALE OF FIXED ASSETS (	10,551)	9,033	4,793	5,000	5,426	5,500	0	
20-599-7097 INSURANCE PROCEEDS	0	60,199	0	0	0	0	0	
TOTAL MISC./GRANTS/INTEREST	90,874	132,315	101,449	284,524	82,982	248,850	472,500	
TRANSFERS IN								
20-599-8010 TRANSFER FROM GENERAL (NWM)	28,900	0	0	0	0	0	0	
20-599-8058 TRANSFER FROM ARPA FUND	0	0	129,062	0	0	0	0	
20-599-8072 TRF IN-CAPITAL REPLACEMENT	52,644	636,387	75,918	17,000	17,000	17,000	39,000	
STAKE BODY TRUCK 0	0.00	,	-,	.,	.,	,		,000
TOTAL TRANSFERS IN	81,544	636,387	204,980	17,000	17,000	17,000	39,000	<u>* * * * * * * * * * * * * * * * * * * </u>
TOTAL NON-DEPARTMENTAL	1,221,827	1,772,677	1,529,520	1,338,809	927,469	1,437,855	1,554,715	
TOTAL REVENUES	1,221,827	1,772,677	1,529,520	1,338,809	927,469	1,437,855	1,554,715	

# Water Utility Department – 606

**Color Code Light Blue** 

# **Mission Statement**

The City of Shavano Park Water Utility Department continuously provides safe and reliable drinking water and maintains essential public water infrastructure for the service connections within Shavano Park in order to provide long-term first-class water utility support to our citizens.

# **Goals:**

- Continually provide safe and reliable drinking water through efficient treatment and delivery of water, meet or exceed environmental and public health standards
- Resource and maintain appropriate equipment and assets
- Improve & sustain employee proficiency to include: informative practices, educational training, and development opportunities
- Continuously improve water system functions & infrastructure to achieve an efficient operation level while meeting State requirements
- Provide and maintain essential public water infrastructure services while anticipating future requirements

# **Objectives:**

Continually provide safe and reliable drinking water through efficient treatment and delivery of water, exceeding environmental and public health standards

- Maintain 100% compliance of all State and Federal regulations and laws associated with a water system
- Maintain a Superior Water System Rating
- Ensure State requirements are met by having a minimum of 2 Class C groundwater operators within the Water Department
- Continue to expand & educate the public while implementing the backflow prevention program approved by Council in accordance with an appropriate method of delivery
- Maintain & improve the accuracy of records of Reduced Pressure Backflow Prevention Device testing per residence / connection for compliance with City ordinance and TCEQ requirements
- Develop Pre-Scripted Public Info Messages and continue changes as needed

## Resource and maintain appropriate equipment and assets

- Maintain sufficient money in reserve to handle emergencies, and provide a cushion for low water consumption years
- Annually re-evaluate adequacy of Edwards water rights and resources

- Continue to implement Winter Storm Uri infrastructure recommendations as appropriate and as funding is available.
- Evaluate Water Infrastructure for Emergencies and create a minimum of 3 EOPs (Emergency Operating Procedures)
- Actively apply for grants/funding for additional equipment that would make crews more efficient
- Work with City Engineer to-update the geographic information system (GIS) mapping program to include utilities, streets, and drainage information
- Continue developing a schedule based on priority/classification to replace all undersized water mains within the system; and apply for grants
- Apply for grants to pay a portion of or all costs for installation of emergency power supply (generators) for critical water facilities
- Develop a plan & identify funding sources to replace all wooden well houses (chorine buildings),
   to enclose (weatherize) all well pumps and chemical feeds rebuild a minimum 1 building per year
- Consider a water rate study to determine if the tiered water rates / water service fee should be restructured/increased
- Assess all 6 ft well site security fences, and incrementally replace as needed with 8ft chain link replace at least one fence per year

# Improve employee quality to include educational training and development opportunities.

- Provide additional quality educational opportunities and send crews to classes to earn credits to increase and improve knowledge of water systems
- Maintain the safety and training program on all equipment and water system functions
- Maintain a safe working environment and a zero (0) lost time accident rate
- Execute and improve the preventative maintenance program

# Improve water system functions to achieve a more efficient operation level and meet State requirements

- Continue corrective action on dead end main issues to lessen flushing and reduce loss ratio rate, as funding permits
- Continue working with TxDOT during the construction phase of NW Military to address any issues or concerns with the water system infrastructure, also to funnel any resident concerns through the proper channels
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete remediation of at least one such dead end main each year until all are resolved
- Stay current on new and proposed TCEQ water system requirements
- Propose updates for Shavano Park Ordinances to meet all TCEQ and pertinent Edwards Aquifer Authority requirements
- Achieve annual water loss of less than 5%

- Respond to all water system complaints within one service day. Provide summary of complaints and resolutions to Water Advisory Committee
- Create a communication plan to provide information to residents, to lessen the number of calls (Road Runner Articles, Frequently Asked Questions on website)
- Provide adequate maintenance for all fire hydrants to include installation of valves if necessary and/or raise to proper height for Fire Department access
- Consider outsourcing printing water utility bills
- Initiate assessments of sanitary sewer easements or obtain variance for all active wells (#5, 6, 7, 8)

# <u>Provide and maintain essential public water infrastructure and services while anticipating future requirements.</u>

- Complete a comprehensive water model to better anticipate future capital requirements. Funding authorized under Bexar County Interlocal Agreement regarding American Rescue Plan Act funds.
- Develop and execute a fiscally responsible budget that meets mission requirements
- Update the capital equipment replacement schedule. (Water system, pumps, motors, VFD's, water mains, and hydrants)
- Maintain the quality of our SCADA system and entire water system as changes and repairs are accomplished
- Restore Well #1 to service, providing additional water supply to the ground storage tank at Shavano Drive to efficiently run both booster pumps. Funding authorized under Bexar County Interlocal Agreement regarding American Rescue Plan Act funds
- Extend and reroute water mains and services in cul-de-sacs to prepare for street bond program
- Continue to evaluate water system isolation valves and develop recommendations
- Replace small dump truck with stake-body bed truck
- Consider purchase of public works director's truck

WATER UTILITY FUND PERFORMANCE MEASURES:  Actual Actual Projected Target										
Decement in m.			•	Target						
Description:	FY20-21	FY21-22	FY22-23	FY23-24						
Strategic Goal - Maintain excellent infrastr	ucture.									
Department Goal - Resource and maintain	appropriate equ	uipment and ass	sets.							
Department Goal - Improve water system		•		& meet state						
requirements.			•							
•										
Number of Cellular Water Meters:	400		400							
Installed	188	320	138	3						
Repaired	N/A	12	<10	<10						
Number of Fire Hydrants not in										
Compliance	10	3	0	0						
•										
Percentage of Backflow Devices in										
Compliance	3%	4%	5%	10%						
Number of Main Valves Exercised	30	40	45	50						
ivullibel Of Maili valves Exercised	30	40	43	30						
Lost Water Ratio	8.91%	6.86%	6.00%	5.00%						

The Shavano Park Water Utility has approximately 713 customers and provides water service only, no sanitary sewer.

# Water Department - 606

#### **Major Budget Changes:**

# **Personnel Salary/Benefits:**

\$ 403,325

Compensation adjustment reflects a 5% cost of living increase plus a 2.5% step increase for all department staff plus additional market based pay group adjustments for certain positions. The actuarial valuation of the City's retirement plan decreased the annual contribution rate from 14.57% for calendar year 2023 to 14.33% for calendar year 2024. City Council authorized an increase in the City's monthly health insurance contribution per employee from \$675 to \$745 and also pay 25% of dependent's health insurance premium.

Supplies:	\$	21,895
Increases in postage and credit card processing fees		
Services:	\$	49,715
Expenses include \$15,000 to GPS the system mains, meters & valves		
Contractual:	\$	106,145
Increase due to higher utility billing software renewal fees and		
additional acre feet of water rights purchased for calendar year 2023		
Maintenance:	\$	27,000
Increase of \$1,500 in fuel account and \$500 each in Vehicle Maintenance		
Dept. Materials - Services:	\$	115,185
Increase of \$19,935 to hardened chlorine room at Well #6 added \$12,500 to 60	)66 acco	unt and
\$6,500 to build shade structure over Well #8 drive shaft in account 6068.		
Utilities:	\$	77,500
Electricity rate increase projected		
Capital Outlay:	\$	445,020

Planned expenses include Water Utility's share of shared stake body truck at \$39,000 in Capital - Vehicles (8050), and in Water System Improvements (8080) Bexar County ARPA approved projects include Water Model of entire system, returning Well #1 to service

# **Interfund Transfers- Capital Replacement (9010)**

\$ 91,827

- 9010 Transfer to General Fund

Contribution toward general City operations \$22,050

- 9020 Transfer to Capital Replacement Fund, Fund 72

Amounts set aside for future capital repair/replacement of infrastructure, vehicles, and equipment \$69,777

20 -WATER FUND
WATER DEPARTMENT

WATER DEPARTMENT			(-	( 2022-2023)			( 2023-2024	
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSEI BUDGET
PERSONNEL								
606-1010 SALARIES	191 <b>,</b> 971	205,261	228,784	238,000	192 <b>,</b> 300	235,000	280,000	
606-1015 OVERTIME	12,132	17 <b>,</b> 155	16,036	15 <b>,</b> 000	11,019	14,000	16,000	
606-1020 MEDICARE	2 <b>,</b> 932	3,227	3,628	3 <b>,</b> 673	2,998	3,800	4,500	
606-1025 TWC (SUI)	432	737	18	900	36	45	360	
606-1030 HEALTH INSURANCE	26 <b>,</b> 026	28 <b>,</b> 482	29 <b>,</b> 088	32 <b>,</b> 400	26 <b>,</b> 325	31,388	37 <b>,</b> 600	
606-1031 HSA	168	174	155	133	107	125	0	
606-1033 DENTAL INSURANCE	1,379	1,489	1,503	1,480	1,221	1,395	1,480	
606-1035 VISION CARE INSURANCE	340	399	335	330	271	320	350	
606-1036 LIFE INSURANCE	256	270	281	562	456	530	435	
606-1037 WORKERS' COMP INSURANCE	6,393	5,314	6,069	5,830	4,195	6,000	6,800	
606-1040 TMRS RETIREMENT	28,804	31,766	36,176	36 <b>,</b> 299	30,707	38,000	44,300	-
606-1070 SPECIAL ALLOWANCES	6 <b>,</b> 277	8,233	12,018	13,000	9,069	11,300	11,500	
TOTAL PERSONNEL	277,111	302,506	334,091	347,607	278,706	341,903	403,325	
SUPPLIES								
606-2020 OFFICE SUPPLIES	1,886	1,313	529	1,200	220	1,000	1,000	
606-2030 POSTAGE	3,868	3,070	4,150	3,895	3,415	4,100	4,195	
POSTAGE 12	325.00	0,0,0	1,100	0,030	0,110	1,200		3,900
ANNUAL BULK MAIL PERMIT 0	0.00							295
606-2035 EMPLOYEE APPRECIATION	22	39	140	370	83	370	400	230
606-2050 PRINTING & COPYING	426	848	830	600	899	1,000	800	
606-2060 MED EXAMS/SCREENING/TESTING		0	0	100	0	90	100	
606-2070 JANITORIAL SUPPLIES	70	100	170	100	0	250	200	
606-2075 BANK/CREDITCARD FEES	9,624	9,107	9,858	8,500	9,276	12,000	9,000	
ELAVON - 2 ACCOUNTS 0	0.00	J, 101	J, 030	0,500	5,210	12,000	J, 000	9,000
606-2080 UNIFORMS	622	1,349	1,552	1,600	628	1,600	1,800	J,000
BOOTS - ANNUAL ALLOWANC 4	200.00	1,349	1,332	1,000	020	1,000	1,000	800
RAINWARE/ WINTER COATS/ 0	0.00							500
OTHER 0	0.00							500
		2 250	1 177	2 000	2 725	4 000	2 000	500
606-2090 SMALL TOOLS	2,137	2,250	4,477	3,000	3,725	4,000	3,000	
606-2091 SAFETY SUPPLIES/EQUIPMENT	796	1,036	596	1,400	331	1,300	1,400	
TOTAL SUPPLIES	19,451	19,113	22,302	20,765	18 <b>,</b> 577	25 <b>,</b> 710	21,895	
ERVICES								
606-3012 ENGINEERING SERVICES	38 <b>,</b> 670	16,578	8 <b>,</b> 655	10,000	1,080	5,000	20,000	
BASIC MISC SERVICES 0	0.00							5,000
GPS MAINS & METERS 0	0.00							5,000
606-3013 PROFESSIONAL SERVICES	0	0	0	2,000	0	0	2,000	
WATER BILL PRINT-OUTSOU 0	0.00							2,000
606-3020 ASSOCIATION DUES & PUBS	1,510	2,169	1,629	2,115	1,923	2,100	2,115	
AUWT 0	0.00							360
S.A.R.A. ANNUAL FEE 0	0.00							200
S.A.R.A DUES - SEPARATE 0	0.00							200
5:M:M:M DODD DELIMMIE								
REG WTR RES DEV (RWRD) 0	0.00							300

20 -WATER FUND
WATER DEPARTMENT

ATER DEPARTMENT			( –		2022-2023	) (	2023-	2024
XPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSE BUDGET
TRWA - TX RURAL WATER A 0	0.00							325
WATER LICENSE RENEWALS 5	111.00							555
TX MUNI UTILITIES ASSN 0	0.00							75
606-3030 TRAINING/EDUCATION	2,631	4,433	2,569	3,750 (	( 55)	2,000	3 <b>,</b> 750	
606-3040 TRAVEL/MILEAGE/LODGING/PERI	D 1,609	99	1,784	1,000	405	1,000	1,000	
606-3050 INSURANCE - LIABILITY	3 <b>,</b> 798	4,198	4,785	5,100	4,578	4,578	4,800	
606-3060 UNIFORM SERVICES	2,832	3,127	3,053	3,000	2,464	3,100	3,200	
606-3070 INSURANCE - PROPERTY	1,850	2,045	2,229	2,600	2,334	2,334	2,700	
606-3075 CONSERV. ED./REBATES	0	0	0	100	0	0	100	
606-3080 SPECIAL SERVICES	598	293	3,084	2,300	504	1,600	2,300	
SA HAZARDOUS MAT'L PERM 0	0.00							300
ONE CALL LOCATES/PAINT 0	0.00							2,000
606-3082 WATER ANALYSIS FEES	7,408	5 <b>,</b> 894	5 <b>,</b> 070	7,000	4,961	6,600	7,000	
WATER ANALYSIS FEES 0	0.00							2,145
TCEQ ANNUAL WATER TESTI 0	0.00							3,000
DSHS CENTRAL LAB - TCEQ 0	0.00							1,805
TIER II REPORT FEES - A 0	0.00							50
606-3090 COMMUNICATIONS SERVICES	0	0	890	0	543	675	750	
TOTAL SERVICES	60,906	38,835	33,749	38,965	18,736	28,987	49,715	
ONTRACTUAL								
606-4075 COMPUTER SOFTWARE/INCODE	7,022	9,250	9,799	12,130	9,904	11,900	13,646	
INCODE-UTILITY SOFTWARE 0	0.00	·	·	•	·	·		3,696
INCODE-BILLPAY WEB HOST 0	0.00							1,200
INCODE-BILL PAY ONLINE 0	0.00							375
BEACON SERVICE AGREEMEN 0	0.00							900
BEACON METER FEE 12	600.00							7,200
SCADA ANTIVIRUS - 2 COM 0	0.00							75
SOFTWARE LICENSE 1	200.00							200
606-4085 EAA -WATER MANAGEMENT FEES	80,298	76,518	88,278	94,479	66,683	79,900	87,549	
MONTHLY EAA FEES 1,001	40.00	, , ,		,	,	, , , , , ,	·	0,040
MONTHLY HABITAT FEE 1,001	44.00							4,044
ADDL 165AF CY23 0	0.00							3,465
606-4086 CONTRACT LABOR	0	1,301	0	0	0	0	0	-,
606-4099 WATER RIGHTS/LEASE PAYMENTS		0	18 <b>,</b> 750	23,290	8,440	28,240	4,950	
ADDL 165AF CY2023 LEASE 0	0.00	· ·	10,700	23,230	0,110	20/210	1,300	4,950
TOTAL CONTRACTUAL	87,321	87,069	116,828	129,899	85,027	120,040	106,145	1/550
Δ Τ ΝΙΤΈΝ Δ ΝΙζΈ								
	6,055	4,563	7,048	5,000	1,666	3,000	5,000	
606-5005 EQUIPMENT LEASES	6,055 4,193	4,563 4,438	7,048 11,645	5,000 7,000	1,666 6,250	3,000 7,250	5,000 7,000	
606-5005 EQUIPMENT LEASES 606-5010 EQUIPMENT MAINT & REPAIR	4,193	4,563 4,438	7,048 11,645	7,000	6,250	7,250	7,000	
606-5005 EQUIPMENT LEASES 606-5010 EQUIPMENT MAINT & REPAIR 606-5015 ELECTRONIC EQPT MAINTENANCE	4,193 E 177	4,438	11,645 0	7,000 500	6 <b>,</b> 250 0	7 <b>,</b> 250	7,000 500	
606-5005 EQUIPMENT LEASES 606-5010 EQUIPMENT MAINT & REPAIR 606-5015 ELECTRONIC EQPT MAINTENANCE 606-5020 VEHICLE MAINTENANCE	4,193 E 177 4,310	4,438 0 5,841	11,645 0 4,385	7,000 500 3,000	6 <b>,</b> 250 0 559	7,250 0 2,800	7,000 500 3,500	
606-5005 EQUIPMENT LEASES 606-5010 EQUIPMENT MAINT & REPAIR 606-5015 ELECTRONIC EQPT MAINTENANCE 606-5020 VEHICLE MAINTENANCE 606-5030 BUILDING MAINTENANCE	4,193 E 177 4,310 942	4,438	11,645 0	7,000 500	6 <b>,</b> 250 0	7 <b>,</b> 250	7,000 500	3.000
606-5010 EQUIPMENT MAINT & REPAIR 606-5015 ELECTRONIC EQPT MAINTENANCE 606-5020 VEHICLE MAINTENANCE	4,193 E 177 4,310	4,438 0 5,841	11,645 0 4,385	7,000 500 3,000	6 <b>,</b> 250 0 559	7,250 0 2,800	7,000 500 3,500	3,000

20 -WATER FUND WATER DEPARTMENT

WATER DEPARTMENT			(-		2022-2023	)	2 2023-2024 -	
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED		OPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET B	UDGET
DEPT MATERIALS-SERVICES								
606-6011 CHEMICALS	10,033	5,813	6,751	9,000	5,569	6,900	9,000	
606-6050 WATER METERS & BOXES	4,349	4,189	0	2,000	2,216	2,500	2,000	
METER BOX REPLACEMENT 0	0.00	·		•		•	2,000	
606-6055 FIRE HYDRANTS & VALVES	8,941	1,056	10,009	10,000	10,313	10,313	10,000	
HYDRANTS AND VALVES 0	0.00	,	,	•	,	•	10,000	
606-6060 HUEBNER STORAGE TANK	12,587	13,181	8,688	5,000	2,269	7,500	5,000	
GENERAL 0	0.00	,	.,	.,	,	,	5,000	
606-6061 WELL SITE #1	1,689	1,941	28,960	8,750	251	7,750	8,750	
WELL SITE 0	0.00	-,	/	-,		.,	6,750	
ELEVATED STORAGE TANK 0	0.00						2,000	
606-6062 WELL SITE #2-EAA MONITORED	0	0	0	500	0	0	500	
606-6063 WELL SITE #3-NOT OPERATION	0	3,865	18,725	0	0	0	0	
606-6064 WELL SITE #4-NOT OPERATION	910	8,262	30,868	1,000	0	0	1,000	
606-6065 WELL SITE #5-EDWARDS BLENDI		3,187	10,893	1,000	3 <b>,</b> 677	5,500	1,000	
606-6066 WELL SITE #6-MUNI TRACT	22,476	11,224	9,518	8,500	688	5,000	21,000	
OPERATIONS 0	0.00	11,001	3,010	0,000	000	0,000	6,000	
ENCL/IMPR CHLORINE BLDG 0	0.00						15,000	
606-6067 WELL SITE #7	6,389	25,419	9,688	4,000	991	4,500	4,000	
GENERAL 0	0.00	23,113	3,000	1,000	331	1,000	4,000	
606-6068 WELL SITE #8	5,339	23,797	9,756	4,000	1,756	5,000	10,500	
GENERAL 0	0.00	20,757	37.00	1,000	2,700	0,000	4,000	
SHADE -DRIVE SHAFT 0	0.00						6,500	
606-6069 WELL SITE #9-TRINITY	10,712	325	0	500	0	0	500	
606-6070 SCADA SYSTEM MAINTENANCE	12,651	10,155	3,936	5,000	3 <b>,</b> 557	4,500	5,000	
ANNUAL MAINTENANCE CONT 0	0.00	10,133	3,730	3,000	3,337	4,500	3,000	
O	0.00						2,000	
606-6071 SHAVANO DRIVE PUMP STATION	10,979	1,273	1,927	2,000	0	2,070	2,000	
606-6072 WATER SYSTEM MAINTENANCE	25,459	33,026	42,896	30,000	28,518	32,000	30,935	
USUAL & CUSTOMARY 0	0.00	33,020	42,000	30,000	20,310	32,000	30,935	
606-6080 STREET MAINT SUPPLIES	2,454	1,975	2,495	4,000	3,745	3,900	4,000	
TOTAL DEPT MATERIALS-SERVICES	143,295	148,688	195,111	95,250	63,549	97,433	115,185	
	143,233	140,000	199,111	33,230	03,349	J1, 133	113,103	
UTILITIES	50 505	60 563	0.4 50:	54.500	50 400	56.000	7.6 000	
606-7040 UTILITIES - ELECTRIC	72,583	69,518	84,534	74,700	59,490	76,000	76,000	
606-7042 UTILITIES - PHONE/CELL	1,986	587	229	1,350	0	0	1,000	
606-7044 UTILITIES - WATER	505	491	510	400	421	475	500	
TOTAL UTILITIES	75 <b>,</b> 074	70 <b>,</b> 596	85 <b>,</b> 274	76 <b>,</b> 450	59 <b>,</b> 911	76 <b>,</b> 475	77 <b>,</b> 500	

20 -WATER FUND WATER DEPARTMENT

			( -		2022-2023	022-2023) ( 2023-2024				
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOSED BUDGET BUDGET			
CAPITAL OUTLAY										
606-8015 NON-CAPITAL - COMPUTERS	724	589	0	700	95	95	700			
606-8020 NON-CAPITAL MAINTENANCE EQU	1,078	4,718	1,520	7,320	4,191	4,191	2,320			
RESPIRATORS (MASK-CARTR 1	320.00						320			
CHLORINE GAS MONITOR 1 1,	000.00						1,000			
AIRPACKS 0	0.00						1,000			
606-8050 CAPITAL - VEHICLES	42,335	0	0	0	0	0	39,000			
STAKE BODY TRUCK 50/50 0	0.00						39,000			
606-8080 WATER SYSTEM IMPROVEMENTS	0	0	47,365	262,647	276,274	300,000	400,000			
BEXAR CO ARPA PROJECTS 0	0.00						400,000			
INCL WATER MODEL & WELL 0	0.00						0			
REPL DEAD ENDS: CUL-DU- 0	0.00						0			
606-8087 WATER METER REPLACEMENT	29,144	62,582	0	3,000	1,020	3,000	3,000			
METERS/ENDPOINTS 0	0.00						3,000			
606-8090 CAPITAL - HUEBNER PLANT	0	19,609	36,224	0	0	0	0			
606-8091 CAPITAL - WELL #1	23,857	14,980	0	0	0	0	0			
606-8093 CAPITAL - SHAV DR PUMP STA	0	0	0	30,000	27,843	27,843	0			
606-8095 CAPITAL - WELL #5	17,157	0	0	0	0	0	0			
606-8097 CAPITAL - WELL #7	0	78,394	0	0	0	0	0			
606-8098 CAPITAL - WELL #8	0	92,807	0	0	0	0	0			
TOTAL CAPITAL OUTLAY	114,294	273,678	85,109	303,667	309,423	335,129	445,020			
INTERFUND TRANSFERS										
606-9000 EOY ASSET RECLASS (	149,094)	( 294,172)	( 136,821)	0	0	0	0			
606-9010 TRF TO GENERAL FUND	22,050	22,050	22,050	22,050	0	22,050	22,050			
606-9020 TRF TO CAPITAL REP. FUND 72	124,020	121,255	66,925	66,484	0	66,484	69,777			
INFRASTRUCTURE 0	0.00						36,000			
VEHICLES/EQUIPMENT 0	0.00						25 <b>,</b> 777			
METER REPLACEMENT 0	0.00						8,000			
606-9050 BAD DEBT EXPENSE	860	0	0	0	0	0	0			
606-9090 DEPRECIATION EXPENSE	209,091	214,268	222,004	0	0	0	0			
606-9095 PENSION EXPENSE	4,727	( 1,056)	( 13,183)	0	0	0	0			
TOTAL INTERFUND TRANSFERS	211,654	62,345	160,975	88,534	0	88,534	91,827			
TOTAL WATER DEPARTMENT	1,008,144	1,024,666	1,076,602	1,125,637	850 <b>,</b> 973	1,138,761	1,337,612			

#### 20 WATER UTILITY FUND -DEBT SERVICE - 607

As of September 30, 2023, the City's long-term debt supported by water revenues includes:

- 1) **General Obligation Refunding Bonds, Series 2017.** Dated June 1, 2017, with an original principal amount of \$1,925,000, the bonds' current principal outstanding is \$1,595,000 with \$560,600 in interest for a total debt service of \$2,155,600. These bonds bear interest of 2.0% to 4.0%. The final principal and interest payment is due February 15, 2039.
  - 100% of the debt service is supported by water revenues.

<u>Purpose Statement</u>: Proceeds were used to make public improvements and for other public purposes: (1) acquire, construct, renovate, enlarge, and improve the City's water utility system, including a new water well; (2) purchase materials, supplies, equipment, machinery, land, and rights-of-way for authorized needs and purposes relating to the water utility system; and (3) payment of professional services related to the construction and financing of the aforementioned projects. These bonds were issued in 2009 and were refinanced in 2017.

- 2) **General Obligation Refunding Bonds, Series 2018.** Dated November 20, 2018, with an original principal amount of \$1,385,000, the bonds' current principal outstanding is \$675,000 with \$25,891 in interest for a total debt service of \$700,891. These bonds bear an interest rate of 2.69%. The final principal and interest payment is due February 15, 2026.
  - \$144,033 (or 20.55%) of the debt service is supported by water revenues.
  - \$556,858 (or 79.45%) of the debt service is supported by ad valorem taxes.

<u>Purpose Statement</u>: Proceeds were used to make public improvements and for other public purposes: (1) streets and drainage; (2) City Hall; and (3) Waterworks Improvements. The original bonds were issued in 2000, refinanced in 2009 and again in 2018.

- 3) **State Infrastructure Bank loan note, Series 2020.** Dated November 11, 2020 with an original principal amount of \$925,000, the loan's current principal outstanding is \$809,240 with \$174,712 in interest for a total debt service of \$983,952. This loan is non-interest bearing until November 11, 2023, after which it carries a rate of 2.33%. The final principal and interest payment is due August 15, 2040.
  - \$491,976 (or 50%) of the debt service is supported by water revenues.
  - \$491,976 (or 50%) of the debt service is supported by ad valorem taxes.

<u>Purpose Statement</u>: Proceeds were used for payment of the actual costs of relocation of water utilities necessary for the Texas Department of Transportation's NW Military Highway expansion project.

The Water Fund supports \$2,791,609 in total future debt service.

See the Debt Service Fund (see page 100) for details on the ad valorem supported tax debt service.

Note regarding State Infrastructure Bank Loan. This loan was issued by the State Infrastructure Bank of the Texas Department of Transportation (TxDOT) in Fiscal Year 2020 - 2021 to finance the relocation of City Utility water lines in conflict with the TxDOT improvement project of NW Military Highway (Farm to Market Road 1535) that bisects Shavano Park. This project incorporates bike lanes, sidewalks, and a 2-way center turn line while improving drainage facilities and adding a traffic light at the corner of Pond Hill Road and NW Military Highway (a site of frequent accidents). It is a regional project funded by the Alamo Area Municipal Planning Organization and uses a combination of Federal and State funds.

**Fund Changes.** This budget expends \$217,103 for debt service. Principal payments are budgeted as an expense and are reclassified at year end to reduce the related liability for financial reporting purposes.

**Debt Service Ratio.** The City of Shavano Park's fiscal year 2023 – 2024 Water Fund debt service ratio is 0.189 or 18.9%. In other words, approximately 18.9% of the Utility's revenues are spent on debt service.

Debt service ratio is a widely accepted measure of sound financial management, and a useful tool to understand the City's fiscal integrity. Debt service ratio is the ratio of debt service expenditures as a percent of a fund's own source revenue. The Government Finance Officers Association considers a debt service ratio exceeding 20% as a warning signal. A ratio of 10% or less is considered acceptable.

The Debt Service Ratio is high because water service is inherently capital-intensive. It is important to note that the Water Utility Fund is an Enterprise Fund which means it is a self-supporting government fund that sells goods and services (e.g. safe and reliable water service). Fees will be charged to customers as needed to cover the costs of providing the service.



#### BOND DEBT SERVICE

#### City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2017 \* Payment Source: 100% Water Fund \*

Annual Debt Service	Debt Service	Interest	Principal	Period Ending
	105,750.00	30,750.00	75,000.00	02/15/2024
	29,625.00	29,625.00	,	08/15/2024
135,375.00	25,020.00	23,020.00		09/30/2024
100,070.00	104,625.00	29,625.00	75,000.00	02/15/2025
	28,500.00	28,500.00	75,000.00	08/15/2025
133,125.00	20,500.00	20,500.00		09/30/2025
133,123.00	108,500.00	28,500.00	80,000.00	02/15/2026
	27,300.00	27,300.00	00,000.00	08/15/2026
135,800.00	27,500.00	27,300.00		09/30/2026
133,000.00	107,300.00	27,300.00	80,000.00	02/15/2027
	25,700.00	25,700.00	80,000.00	08/15/2027
133,000.00	23,700.00	23,700.00		09/30/2027
133,000.00	110 700 00	25 700 00	85,000.00	
	110,700.00	25,700.00	83,000.00	02/15/2028
124 700 00	24,000.00	24,000.00		08/15/2028
134,700.00	11100000	24.000.00	20,000,00	09/30/2028
	114,000.00	24,000.00	90,000.00	02/15/2029
	22,200.00	22,200.00		08/15/2029
136,200.00				09/30/2029
	112,200.00	22,200.00	90,000.00	02/15/2030
	20,400.00	20,400.00		08/15/2030
132,600.00				09/30/2030
	115,400.00	20,400.00	95,000.00	02/15/2031
	18,500.00	18,500.00		08/15/2031
133,900.00				09/30/2031
	118,500.00	18,500.00	100,000.00	02/15/2032
	16,500.00	16,500.00		08/15/2032
135,000.00				09/30/2032
	116,500.00	16,500.00	100,000.00	02/15/2033
	14,500.00	14,500.00		08/15/2033
131,000.00				09/30/2033
,	124,500.00	14,500.00	110,000.00	02/15/2034
	12,300.00	12,300.00	,	08/15/2034
136,800.00	,	,		09/30/2034
120,000.00	127,300.00	12,300.00	115,000.00	02/15/2035
	10,000.00	10,000.00	110,000.00	08/15/2035
137,300.00	10,000.00	10,000.00		09/30/2035
137,300.00	130,000.00	10,000.00	120,000.00	02/15/2036
	7,600.00	7,600.00	120,000.00	08/15/2036
137,600.00	7,000.00	7,000.00		09/30/2036
137,000.00	127,600.00	7,600.00	120,000.00	02/15/2037
	5,200.00	5,200.00	120,000.00	08/15/2037
122 800 00	3,200.00	3,200.00		
132,800.00	125 200 00	5 200 00	120,000,00	09/30/2037
	135,200.00	5,200.00	130,000.00	02/15/2038
127 000 00	2,600.00	2,600.00		08/15/2038
137,800.00	122 (00 00	2 (00 00	120 000 00	09/30/2038
122 (00 00	132,600.00	2,600.00	130,000.00	02/15/2039
132,600.00				09/30/2039
2,155,600.00	2,155,600.00	560,600.00	1,595,000.00	



#### BOND DEBT SERVICE

#### City of Shavano Park, Texas General Obligation Refunding Bonds, Series 2018 \* Payment Source: 20.55% Water Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
02/15/2024	49,320.00	1,865.68	51,185.68	
08/15/2024		1,202.33	1,202.33	
09/30/2024				52,388.01
02/15/2025	50,347.50	1,202.33	51,549.83	
08/15/2025		525.16	525.16	
09/30/2025				52,074.99
02/15/2026	39,045.00	525.16	39,570.16	
09/30/2026				39,570.16
	138,712.50	5,320.66	144,033.16	144,033.16



#### BOND DEBT SERVICE

City of Shavano Park, Texas State Infrastructure Bank Loan, Series 2020 \* Payment Source: 50% Water Fund \*

Period Ending	Principal	Interest	Debt Service	Annual Debt Service
08/15/2024	21,764.52	7,175.49	28,940.01	_
09/30/2024				28,940.01
08/15/2025	20,019.47	8,920.53	28,940.00	
09/30/2025				28,940.00
08/15/2026	20,485.92	8,454.08	28,940.00	
09/30/2026				28,940.00
08/15/2027	20,963.25	7,976.76	28,940.01	
09/30/2027				28,940.01
08/15/2028	21,451.69	7,488.31	28,940.00	
09/30/2028				28,940.00
08/15/2029	21,951.51	6,988.49	28,940.00	
09/30/2029				28,940.00
08/15/2030	22,462.98	6,477.02	28,940.00	
09/30/2030				28,940.00
08/15/2031	22,986.37	5,953.63	28,940.00	
09/30/2031				28,940.00
08/15/2032	23,521.95	5,418.05	28,940.00	
09/30/2032				28,940.00
08/15/2033	24,070.01	4,869.99	28,940.00	
09/30/2033				28,940.00
08/15/2034	24,630.85	4,309.16	28,940.01	
09/30/2034				28,940.01
08/15/2035	25,204.74	3,735.26	28,940.00	ŕ
09/30/2035	ŕ	ŕ		28,940.00
08/15/2036	25,792.01	3,147.99	28,940.00	ŕ
09/30/2036	ŕ	ŕ		28,940.00
08/15/2037	26,392.97	2,547.03	28,940.00	ŕ
09/30/2037	ŕ	ŕ		28,940.00
08/15/2038	27,007.92	1,932.08	28,940.00	
09/30/2038	,	,	,	28,940.00
08/15/2039	27,637.21	1,302.79	28,940.00	,
09/30/2039	,	,	,	28,940.00
08/15/2040	28,276.67	658.85	28,935.52	,
09/30/2040				28,935.52
	404,620.04	87,355.51	491,975.55	491,975.55

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

20 -WATER FUND DEBT SERVICE

					( -		2	2022-2023		) ( 2023-	2024
EXPENDITURES	2019-2020 ACTUAL		20-2021 ACTUAL	2021- ACT		CURRENT BUDGET		Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY											
607-8000 BOND PRINCIPAL EOY (	113,155)	(	114,183)	( 145	,178)	0		0	0	0	
607-8011 ACCRUED INTEREST EXPENSE (	386)	(	324)	(	330)	0		0	0	0	
607-8014 2009 GO REFUND - PRINCIPAL	40,073		0		0	0		0	0	0	
607-8015 2009 GO REFUND - INTEREST	795		0		0	0		0	0	0	
607-8016 2017 GO REFUNDING (2009) PR	70,000		70,000	70	,000	70,000		70,000	70,000	75 <b>,</b> 000	
607-8017 2017 GO REFUNDING (2009) IN	66,400		65 <b>,</b> 000	63	,600	62,200		31,450	62,200	60 <b>,</b> 375	
607-8020 BOND AMORT - PREM/LOSS/DISC	1,720	(	918)	( 1	,359)	0		0	0	0	
607-8030 BOND AGENT FEES	400		400		400	400		200	400	400	
607-8056 2018 GO REFUNDING (2009) PR	3,083		44,183	46	,238	47,265		47,265	47,265	49,320	
607-8057 2018 GO REFUNDING (2009) IN	7,477		6,841	5	,587	4,367		2,501	4,367	3,068	
607-8060 SIB LOAN - PRINCIPAL	0		0	28	,940	28,940		0	28,940	21,765	
SIB LOAN, ONE HALF PMT 0	0.00									2	1,765
607-8061 SIB LOAN - INTEREST	0		0		0	0		0	0	7,175	
SIB LOAN, ONE HALF 0	0.00										7,175
TOTAL CAPITAL OUTLAY	76,406		70 <b>,</b> 999	67	<b>,</b> 897	213,172	· <u>-</u>	151,416	213,172	217,103	
TOTAL DEBT SERVICE	76,406		70,999	67	<b>,</b> 897	213,172		151,416	213,172	217,103	
TOTAL EXPENDITURES	1,084,550		,095 <b>,</b> 665	1,144	•	1,338,809		1,002,390	1,351,933	1,554,715	
	137 <b>,</b> 277		677 <b>,</b> 012	385	,021	0	(	74,921)	85 <b>,</b> 922	0	

#### FY 2023 - 24 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

		E	stimated	Estimated	Total	Committed	Pı	roposed	Α	dditional		Total
	Year	Rej	placement	FY To	Life	Balance at	F	unding	F	uture Yrs	Co	mmitted
	Model		Cost	Replace	(yrs)	9/30/2023		FY24		Funding	1	Balance
Meter Replacement Program												
713 meters at \$300 per brass meter	various	\$	213,900	various	10	\$ 49,000	\$	8,000	\$	156,900	\$	213,900
Water Distribution System	various		TBD	unknown		\$ 39,500	\$	2,500	\$	-	\$	42,000
Raw Water Supply System (Wells to Tanks)	various		TBD	unknown		\$ 11,000	\$	1,000	\$	-	\$	12,000
Water Line Relocation			TBD	TBD		\$ 45,000	\$	2,500	\$	-	\$	47,500
Vehicles/Equipment												
Case Bobcat skid loader (one third-W/two thirds-PW)	2019		20,000	2038	20	\$ 3,750	\$	750	\$	15,500	\$	20,000
Mini excavator (50/50)	2018		20,000	2038	20	3,750		750		15,500		20,000
Case Backhoe (\$66,100 - 50/50)	2017		33,050	2042	25	5,580		750		26,720		33,050
Public Works Director Truck (\$50,000 - 50/50)	Future		25,000	TBD	15	17,657		750		6,593		25,000
Vactron	2017		75,000	2027	10	8,972		4,324		61,704		75,000
F250 Ford Utility Truck #1	2014		60,000	2029	15	14,375		1,500		44,125		60,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$78,000 - 50/50)	2001		39,000	2024	15	36,000		3,000		, -		39,000
Chevrolet Silverado HD3500 (2283) (\$80,000 50/50)	2013		40,000	2028	15	11,239		2,000		26,761		40,000
Dump truck, 50/50 (Grant funded)	2020		45,000	2040	20	4,500		1,500		39,000		45,000
Trailer Mounted Ingersol Rand Air Compressor (50/50)	2006		4,000	2026	20	2,641		453		906		4,000
SCADA System Main	2017		235,000	2037	20	80,000		10,000		145,000		235,000
Vehicle/Equipment Sub Totals	2017	\$	596,050	2007	20	\$ 188,464	\$	25,777	\$	381,809	\$	596,050
General Buildings		<u> </u>	390,030			\$ 100,404	Ą	25,777	Ş	301,009	Ą	390,030
PW/W Shop (50/50)	UNK	\$	75,000						\$	75,000	\$	75.000
Vehicle Covered Parking (50/50)	2017/2018		15,000						7	15,000	\$	15,000
PW/W Administration Building (50/50)	2015	\$	75,000							75,000	\$	75,000
Huebner Plant		,	,								т.	,
Electric Panel	2013	\$	20,000	2028	15							
500K Gallon Ground Storage Tank		·	,									
Repaint	2013		65,000	2023	10							
New construction \$750,000	1992											
Cathodic Protection	UNK		15,000	TBD	30							
60 HP Booster Pump/motor #1	2021		18,000	2031	10							
60 HP Booster Pump/motor #2	2021		18,000	2031	10							
125 HP Booster Pump/motor (refurbished)	2018		20,000	2028	10							
VFD Yaskawa P7 #1	2013		12,000	2028	15							
VFD Yaskawa P7 #2	2013		12,000	2028	15							
VFD Yaskawa P7 #3	2013		12,000	2028	15							
AC Unit	2013		5,000	2023	10							
Drive Shaft Motor (Detroit) - replacing w/generator	1992		50,000	TBD	25							
Huebner Plant- Equipment subtotal	1332	Ś	247,000	100	23	\$ 76,631	\$	5,000	\$	165,369	Ś	247,000
VFD Building	2013	Y	10,000	2043	30	7 70,031	Y		7	10,000	Y	10,000
Fence	1992		15,000	2045	30					15,000		15,000
Huebner Plant- total	1332	\$	272,000	2023	50	\$ 76,631	\$	5,000	\$	190,369	\$	272,000
indeplier ridite total		ڔ	212,000		,	70,031 ج	ڔ	3,000	ڔ	190,303	٧	212,000

#### FY 2023 - 24 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

Mell #1		Year Model		stimated placement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance at 9/30/2023	Fu	pposed Inding Y24	Fu	ditional ture Yrs unding	Total mmitted alance
Elevated Storage Tank (150K Gallons) (new \$450,000)   Repaint, cost sawing to paint vs replace   2016   \$ 200,000   2046   30   8   8   8   8   8   8   8   8   8	Well #1											
Repaint, cost saving to paint vs replace   2016   \$ 200,000   2046   30												
Cathodic Protection   2016   15,000   2046   30   50   50   50   50   50   50   50		2016	\$	200 000	2046	30						
Repaint, cost saving to paint vs replace   2010   50,000   2030   20   20   20   20   20   20			Ψ									
Repaint, cost saving to paint vs replace Cathodic Protection 2017 12,000 2047 30 20 17 12,000 2047 30 20 18 14 12,000 2047 30 20 18 15,000 2027 5 5 20 18 14 14 14 14 15				25,000	20.0							
Cathodic Protection 2017 12,000 2047 30 2018 Goulds booster pump/motor -#1 2022 15,000 2027 5 5 20 HP Goulds booster pump/motor -#2 2022 15,000 2026 10 10 10 10 10 10 10 10 10 10 10 10 10		2010		50 000	2030	20						
20 HP Goulds booster pump/motor - #1												
Page					_							
VFD Vaskaws (101000 #1   2016				,								
VPD vaskaws iQ1000 #2   2016	• • • •											
Page	•											
Miloxx System:   Filtration system   2013	·											
Filtration system		2013		13,000	2028	13						
Minoxx - cells and all cabinet components		2012		45,000	2022	20						
Chlorine tank Air compressor to actuate the sand filter valves Air compressor to actuate the sand filter valves Chlorine pump #1 - New 2017 Chlorine pump #2 - refurbished 2017 Chlorine pump #2 - refurbished 2017 Chlorine pump #2 - refurbished 2013 3,000 TBD Chiller 2013 1,500 TBD 5 Chiller Turbidity Meter 2013 1,500 TBD 5 Sand Filters (piping needs repairs) 2013 2010 Sand Filters (piping needs repairs) 2014 2015 Sand Filters (piping needs repairs) 2016 Sand Filters (piping needs repairs) 2017 Sand Filters (piping needs repairs) 2018 2019 Sand Filters (piping needs repairs) 2019 Sand Filters (piping needs repairs) 2019 Sand Filters (piping needs repairs) 2010 Sand Filters (piping needs repairs) 2011 Sand Filters (piping needs repairs) 2013 2013 2010 2013 2010 2013 2010 2013 2010 2013 2010 2014 2017 2017 2010 2017 2017 2010 2017 2017	•											
Air compressor to actuate the sand filter valves chlorine pump #1 - New 2017 5,500 2027 10 Chlorine pump #1 - New 2017 5,500 2027 10 Chlorine Pump #2 - refurbished 2017 5,500 2027 10 Chlorine Pump #2 - refurbished 2013 3,000 TBD 10 Chlorine Pump #2 - refurbished 2013 3,000 TBD 10 Chlorine Pump #2 - refurbished 2013 3,000 TBD 10 Chlorine Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2013 1,500 TBD 5 Chlorine Equipment subtoal Most Pump #2 - refurbished 2015 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2015 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2015 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished Pump #2 - refurbished 2017 1,500 TBD 5 Chlorine Equipment Subtoal Most Pump #2 - refurbished Pump	•											
chlorine pump #1 - New         2017         5,500         2027         10         4 km tell believe to the propertion of the properties of the propertion of the propertion of the propertion of the												
Chlorine Pump #2 - refurbished												
Kinetico water softener   2013   3,000   TBD   10   Chiller   2013   1,500   TBD   5   5   5   5   5   5   5   5   5	·											
Chiller	·											
Turbidity Meter   2013   1,500   TBD   5   5   5   5   5   5   5   5   5												
Sand Filters (piping needs repairs)   2013   100,000   2033   20												
Sand Filters - media	•											
Back Wash Filters   Empty   3,000   TBD   20   2053   40	" ' '											
March   Marc						_						
Nell #1 - Open hole   Section   Se												
Miloxx Building   2013   \$ 20,000   2113   100   20,000		2013			2053	40						
Mioxx Building   2013   \$ 20,000   2113   100   10,000   20,000	•			15,000								
Chlorine Bulk storage building   2017   10,000   2117   100   10,000   10							\$ 65,587	\$	6,000	\$		\$ ,
Drying Beds   2017   8,000   2117   100   8,000   8,000   20,000	<u> </u>		\$	,	2113	100						
Verizon Building Fence         1990 20,000 2048 16,000 2048 16,000 2048 30         20,000 16,000 16,000 16,000           Well #1 total         \$ 718,000 718,000 2025 20         \$ 65,587 \$ 6,000 \$ 646,413 \$ 718,000           Well #5         Electric Panel Pump and Motor (All components in the well)         2019 35,000 2028 10         2022 2020 2024 2         20 2024 2	S S					100						,
Fence   Well #1 total   16,000   2048   30	Drying Beds	2017		8,000	2117	100					8,000	8,000
Well #5         Selectric Panel         2005         \$ 15,000         2025         20           Pump and Motor (All components in the well)         2019         35,000         2028         10           Chlorine Equipment         2022         2,200         2024         2           Regulator         2022         1,600         2024         2           Injector         2022         2,300         2023         1           Pump         2022         2,300         2025         3           Leak Detector         2017         2,000         2022         5           Meter (interior replaced)         2020         1,500         2030         10           Chlorine Building         2022         15,000         2037         15         10,999         \$ 2,500         \$ 60,100           Fence (extended)         2016         8,000         2046         30         8,000         8,000         8,000	Verizon Building	1990		20,000	2090	100					20,000	20,000
Well #5         Electric Panel         2005         \$ 15,000         2025         20           Pump and Motor (All components in the well)         2019         35,000         2028         10           Chlorine Equipment         Scales         2022         2,200         2024         2           Regulator         2022         1,600         2024         2           Injector         2022         500         2023         1           Pump         2022         2,300         2025         3           Leak Detector         2017         2,000         2022         5           Meter (interior replaced)         \$ 60,100         \$ 10,999         2,500         46,601         \$ 60,100           Chlorine Building         2022         15,000         2037         15         10,999         2,500         46,601         \$ 60,100           Fence (extended)         2016         8,000         2046         30         8,000         8,000         8,000	Fence	2018		16,000	2048	30					16,000	16,000
Scales   2022   2,200   2024   2   2   2   2   2   2   2   2   2	Well #1 total		\$	718,000			\$ 65,587	\$	6,000	\$	646,413	\$ 718,000
Pump and Motor (All components in the well)   2019   35,000   2028   10	<u>Well #5</u>											
Chlorine Equipment Scales Scales Regulator Injector Pump Leak Detector Meter (interior replaced) Well #5 Equipment subtotal Chlorine Building Fence (extended)  2022 2,200 2024 2 1,600 2024 2 2022 2,300 2023 1 2,000 2025 3 2,000 2025 3 2020 1,500 2030 10 \$ 10,999 \$ 2,500 \$ 46,601 \$ 60,100 \$ 15,000 \$ 15,000 \$ 8,000 \$ 8,000 \$ 8,000 \$ 8,000 \$ 8,000 \$ 8,000		2005	\$			20						
Regulator       2022       1,600       2024       2         Injector       2022       500       2023       1         Pump       2022       2,300       2025       3         Leak Detector       2017       2,000       2022       5         Meter (interior replaced)       2020       1,500       2030       10         Well #5 Equipment subtotal       \$ 60,100       \$ 10,999       \$ 2,500       \$ 46,601       \$ 60,100         Chlorine Building       2022       15,000       2037       15       15,000       15,000         Fence (extended)       2016       8,000       2046       30       8,000       8,000		2019		35,000	2028	10						
Injector   2022   500   2023   1	Scales	2022		2,200	2024	2						
Pump Leak Detector       2022 2017 2017 2020 2020 2020 2020 2020	Regulator	2022		1,600	2024	2						
Pump Leak Detector       2022 2017 2017 2020 2020 2020 2020 2020	Injector	2022		500	2023	1						
Leak Detector Meter (interior replaced)     2017 2020     2,000 1,500 2030     2022 5 10       Well #5 Equipment subtotal Chlorine Building Fence (extended)     \$ 60,100 2037 15 15,000 2037 15 15,000 2046 30     \$ 10,999 \$ 2,500 \$ 46,601 \$ 60,100 15,000		2022		2,300	2025	3						
Well #5 Equipment subtotal         \$ 60,100         \$ 10,999 \$ 2,500 \$ 46,601 \$ 60,100           Chlorine Building Fence (extended)         2022 15,000 2037 15 15,000 2046 30         15,000 8,000 8,000	Leak Detector	2017			2022							
Chlorine Building     2022     15,000     2037     15     15,000     15,000       Fence (extended)     2016     8,000     2046     30     8,000     8,000     8,000	Meter (interior replaced)	2020		1,500	2030	10						
Chlorine Building       2022       15,000       2037       15       15,000       15,000         Fence (extended)       2016       8,000       2046       30       8,000       8,000       8,000			\$				\$ 10,999	\$	2,500	\$	46,601	\$ 60,100
	Chlorine Building				2037	15						
		2016		8,000	2046	30					8,000	
	Well #5 total		\$				\$ 10,999	\$	2,500	\$		\$ 83,100

City of Shavano Park, Texas

City Council Proposed FY2024 Budget September 18, 2023

#### FY 2023 - 24 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	<b>V</b>		stimated	Estimated	Total		Proposed		Additional	•	Total
	Year	Kep	lacement	FY To	Life	Balance at	Funding FY24		Future Yrs		mmitted
-	Model		Cost	Replace	(yrs)	9/30/2023	FY24		Funding	t	Balance
Well #6											
Electric Panel	2005	\$	15,000	2025	20						
Pump and Motor (All components in the well)	2018		35,000	2028	10						
Chlorine Equipment					_						
Scales	2021		2,200	2023	2						
Regulator	2022		1,600	2024	2						
Injector	2022		500	2023	1						
Pump	2022		2,300	2025	3						
Leak Detector	2022		2,000	2027	5						
Meter	2017		1,500	2027	10						
Well #6 Equipment subtotal		\$	60,100			\$ 24,440	\$ 2,50	0 \$	,	\$	60,100
Chlorine Building (relocated to other side of site)	2017		15,000	2032	15				15,000		15,000
Fence (repaired and relocated gate)	2019		2,000	2049	30				2,000		2,000
Well #6 total		\$	77,100			\$ 24,440	\$ 2,50	0 \$	50,160	\$	77,100
Well #7	1002	ć	15 000	TDD	20						
Electric Panel	1983	\$	15,000	TBD	20						
Pump and Motor (All components in the well)	2024		20.000	2044	20						
Pump	2021 2021		20,000	2041	20						
250 HP Motor (refurbished)	-		65,000	2041	20						
Misc components	2021		20,000	2041	20						
Chlorine Equipment Scales	2022		2 200	2027	F						
	2022		2,200 1,600	2027	5 2						
Regulator Injector	2022		500	2024	1						
Pump	2022		2,300	2023	3						
Leak Detector	2021		2,000	2024	5 5						
Meter	UNK		5,000	2027	10						
Well #7 Equipment subtotal	OIVI	Ś			10	\$ 18,974	\$ 8,00	0 Ś	106,626	Ċ	133,600
Well House	1983	Ş	133,600 10,000	1998	15	7 18,974	0,00 ج	υ \$	106,626	Ş	10,000
Chlorine Building	2007		15,000	2024	15 15				15,000		15,000
Fence	1983		5.000	2024	30				5,000		5,000
Well #7 total	1303	Ś	163,600	2013	30	\$ 18,974	\$ 8,00	0 Ś		Ś	163,600
Well #7 total		<u> </u>	103,000			7 10,5/4	0,00 ډ	υŞ	150,020	Ş	103,000

#### FY 2023 - 24 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

		_								
			stimated	Estimated	Total		posed		lditional	Total
	Year	Re	placement	FY To	Life	Balance at	ınding		ture Yrs	ommitted
-	Model		Cost	Replace	(yrs)	9/30/2023	 FY24	F	unding	Balance
Well #8										
Electric Panel	2007	\$	15,000	2027	20					
VFD	2007		15,000	2024	15					
VFD AC unit	2019		9,500	2029	10					
Pump and Motor (All components in the well)										
Pump	2020		55,000	TBD	20					
250 HP Motor (refurbished)	2021		25,000	2041	20					
Misc Components	2020		20,000	TBD	20					
Chlorine Equipment										
Scales	2020		2,200	2025	5					
Regulator	2022		1,600	2024	2					
Injector	2022		500	2023	1					
Pump	2021		2,300	2024	3					
Leak Detector	2022		2,000	2027	5					
Meter (new interior)	2020		5,000	2030	10					
Drive Shaft Motor (John Deere) - replacing w/ generator	2010		50,000	2030	20					
Well #8 Equipment subtotal		\$	203,100	•		\$ 14,975	\$ 6,000	\$	182,125	\$ 203,100
Well House	1983		10,000	1998	15				10,000	10,000
Chlorine Building	2007		15,000	2022	15				15,000	15,000
Fence	1983		16,000	2013	30				16,000	16,000
Well #8 total		\$	244,100			\$ 14,975	\$ 6,000	\$	223,125	\$ 244,100
<u>Well #9</u>				•						
Electric Panel	2013	\$	20,000	2033	20					
Pump and Motor (All components in the well)	2017		65,000	2027	10					
Meter	2017		3,000	2027	10					
Well #9 Equipment subtotal		\$	88,000			\$ 20,000	\$ -	\$	68,000	\$ 88,000
Fence	2014		20,000	2044	30				20,000	20,000
Well #9 total		\$	108,000			\$ 20,000	\$ -	\$	88,000	\$ 108,000
TOTAL		\$	2,640,850	:		\$ 564,570	\$ 69,777	\$ 2	2,108,003	\$ 2,742,350

72 -WATER CAPITAL REPLACEMENT

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	- 2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2024) REQUESTED PROPOSED BUDGET BUDGET
NON-DEPARTMENTAL							
MISC./GRANTS/INTEREST		- <del></del> -					
TRANSFERS IN							
72-599-8015 TRANSFER FROM GENERAL FUND	0	462,500	0	0	0	0	0
72-599-8020 TRANSFER FROM WATER FUND	124,020	121,255	66 <b>,</b> 925	66,484	0	66,484	69,777
INFRASTRUCTURE 0	0.00						36,000
VEHICLES/EQUIPMENT 0	0.00						25 <b>,</b> 777
METER REPLACEMENT 0	0.00						8,000
TOTAL TRANSFERS IN	124,020	583,755	66,925	66,484	0	66,484	69,777
TOTAL NON-DEPARTMENTAL	124,020	583,755	66,925	66,484	0	66,484	69,777
TOTAL REVENUES	124,020	583 <b>,</b> 755	66,925	66,484	0	66,484	69,777

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2023

72 -WATER CAPITAL REPLACEMENT WATER DEPARTMENT

			( -		2022-2023	) (	2023-2	024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
CAPITAL OUTLAY								
606-8080 WATER SYSTEM IMPROVEMENTS	0	0	0	110,000	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	110,000	0	0	0	
INTERFUND TRANSFERS								
606-9020 TRANSFER TO WATER UTILITY	52 <b>,</b> 644	636 <b>,</b> 387	75 <b>,</b> 918	17,000	17,000	17,000	39,000	
TOTAL INTERFUND TRANSFERS	52,644	636,387	75,918	17,000	17,000	17,000	39,000	
TOTAL WATER DEPARTMENT	52,644	636,387	75,918	127,000	17,000	17,000	39,000	

PAGE: 2

CITY OF SHAVANO PARK PAGE: 3

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

72 -WATER CAPITAL REPLACEMENT DEBT SERVICE

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY 607-8055 DEBT ISSUE COSTS TOTAL CAPITAL OUTLAY	0	7,000 7,000	<u>0</u>	0 0	0 0	0 0	0 0	
TOTAL DEBT SERVICE	0	7,000	0	0	0	0	0	
TOTAL EXPENDITURES	52 <b>,</b> 644	643,387	75,918 ====================================	127,000	17,000	17,000	39,000	
REVENUE OVER/(UNDER) EXPENDITURES	71 <b>,</b> 376	( 59,632)		, , ,		49,484	30 <b>,</b> 777	

#### 70 - GENERAL CAPITAL IMPROVEMENT / REPLACEMENT FUND

**Fund Purpose.** The purpose of this fund is to allocate the burdensome costs of capital items over a number of budget cycles. This allows a balanced budget from year-to-year even when large capital expenditures are required in a lower revenue year without using debt to fund the purchase or adversely impacting the City's property tax rate.

Fund Description. The General Capital Improvement / Replacement Fund is used to account for the acquisition and/or replacement of larger capital items and projects, such as fire equipment and apparatus, public works equipment, street reconstruction and drainage projects. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy and are designated during the budget process for future use. At the discretion of City Council, unassigned General Fund fund balance is considered for capital projects and equipment when the balance is more than 50 percent of the budgeted expenditures.

**Fund Revenues.** This budget includes \$323,144 in transfers from the General Fund for future capital improvements and vehicle/equipment replacement. In addition, this budget anticipates

\$60,000 in interest income as revenue for the fund.

#### How are Capital items identified?

The City maintains Capital Replacement Schedules organized by City Department (see pages 139-140 for tracked equipment). Every item is given an estimated useful life (creating a replacement date) as well as an estimated replacement cost. Funds are then scheduled by cost and projected replacement date for each item. As a large capital purchase nears its projected date of replacement or purchase, funds are prioritized for the expenditure. Items on the schedule may be advanced or delayed a year depending on a Department's experience with the operation and maintenance of that capital item. Savings in the Capital Replacement Fund gives the City flexibility to match real world demands while maintaining fiscal discipline.

See page 146 for Police Department capital items in the Crime Control and Prevention Budget.

See page 121 for Water capital items in the Water Budget.

See page 174 for ARPA Funded capital items.

**Fund Expenses.** This budget includes \$54,889 in expenditures for capital equipment replacement. These items are organized by City Department and major City endeavors identified in the 2018 and 2023 Town Plans. A summary of each designation is on the next page.

American Rescue Plan Act (ARPA) Funding. Not all planned capital purchases are reflected in this fund due to ARPA. ARPA was signed into law on March 11, 2021, to facilitate the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession. See page 174 for the ARPA Fund and capital items being funded using federal stimulus monies.

Administration: This budget expends \$12,000 for possible City Hall air conditioner replacement. A comprehensive listing of all equipment and its replacement schedule is on page 139. See page 180 for ARPA funded capital items for the Administration Department. The long-term operating costs anticipated for the Administration capital expenditures are as follows:

FY 2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
City Hall air conditioner replacement	No additional operational costs. Potential cost savings
	as new equipment would have improved efficiency.

<u>Public Works</u>: This budget expends \$35,389 to purchase replacement of one (1) stake body stuck. This is 50% of the total purchase price, with the other portion borne by the Water Department, see page 121 for water capital purchases. See page 181 for ARPA funded capital items for the Public Works Department. A comprehensive listing of this equipment and its replacement schedule is on page 139.

FY 2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Stake body truck	Reduced maintenance costs associated with old stake
	body truck.

<u>Fire</u>: This budget \$7,500 purchase replacement of one (1) stair machine. See page 182 for ARPA funded capital items for the Fire Department. A comprehensive listing of this equipment and its replacement schedule is on page 140.

FY 2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Stair machine	No additional operational costs.

<u>Police</u>: The City customarily budgets capital purchases for the Police Department in the Crime Control & Prevention District Fund. For this fund's details and a comprehensive listing of police capital equipment and its replacement schedule see page 146. City Council has authorized the use of ARPA funding for Police Department purposes. See page 183 for ARPA Fund details.

**Street Maintenance:** This designation is for the construction or major redevelopment of the current streets in the City. There are no planned expenditures under this category this budget year. Note that in the May 7, 2022 Bond Election the voters approved a \$10 million bond issuance for reconstruction of all streets identified in Phase 1 and Phase 1a of the Street Maintenance Plan. See the Street Projects Fund on page 186 for details on the Street Maintenance Plan and its financing.

In addition to monies designated for street maintenance in this fund, the City possesses a Street Maintenance Fund which receives a portion of sales tax revenues (see page 158 for fund details).

<u>Drainage Projects</u>: Monies under this designation were re-designated to streets in Fiscal Year 2023. The City, since 2017, has completed almost the entire Master Drainage Plan and projects approved by Council:

- Area 1 Kinnan Way berm Complete.
- Area 2 Wagon Trail depression pump Complete.
- **Area 3 Turkey Creek area** Preliminary Engineering Report Complete. Awaiting Funding.
- **Area 4.1 Elm Spring area** Preliminary Engineering Report Complete. Awaiting Funding.
- Area 4.2 De Zavala / Ripple Creek area Being packaged with De Zavala Road Project (see page 186 for Street Projects Fund)
- **Area 5 Bent Oak clearing** Complete.
- **Area 5 Windmill culvert** Complete.
- **Area 5 Bent Oak culvert** Complete.
- **Area 12 Chimney Rock culvert** Complete.

Preliminary Engineering Reports show that the two big remaining projects for Turkey Creek and Elm Spring are beyond current City financial resources and require debt servicing or grant funding to complete. Decision on funding these projects is yet to be reached by the City Council, and so the drainage monies were re-designated for Street Projects.

<u>Town Plan Items</u>: These projects are special items identified in the 2018 and 2023 Town Plans: NW Military Highway Improvements and Sidewalk Pathways.

- **NW Military Highway.** Funds to offset costs associated with the expansion of NW Military Highway or beautification of the roadway after the Texas Department of Transportation project is complete. There are no planned expenditures under this category this budget year.
- **Sidewalks Pathways.** Funds are projected for use in establishing an access point to the Salado Creek trail way or other potential sidewalk projects. There are no planned expenditures under this category this budget year.

# 70 - GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND

		Y 2022-23 AMENDED BUDGET	c	2023-24 CITY COUNCIL ROPOSED	DIF	FFERENCE
FUND BALANCE, BY DESIGNATION	:					_
ADMIN	\$	104,155	\$	115,463		
PW		179,954		236,812		
FIRE		877,334	:	1,097,409		
STREETS		515,948		515,948		
NW MILITARY		25,000		25,000		
SIDEWALK PATHWAYS		6,923		6,923		
COUNCIL		-		(260,000)		
UNDESIGNATED		5,436		6,936		
TOTAL BEGINNING FUND BALANCE	\$	1,714,750	\$	1,744,491		
REVENUES AND OTHER SOURCES	\$	298,741	\$	383,144	\$	84,403
EXPENDITURES AND OTHER USES		269,000		54,889	\$	(214,111)
TOTAL REVENUES AND OTHER SOURCES MORE/(LESS) THAN EXPENDITURES AND OTHER USES	\$	29,741	\$	328,255		
ENDING FUND BALANCE, PROJECTED	\$	1,744,491	\$ :	2,072,746		
The following projects/purchases are proposed for Public Works share of stake body truck purchase City Hall air conditioning unit replacement (if need Stair machine - Fire Department			\$	35,389 12,000 7,500 54,889		

# CITY OF SHAVANO PARK FY 2023 - 24 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model		stimated placement Cost	Estimated Year To Replace	Total Life (yrs)	В	mmitted Balance at /30/2023	F	oposed unding FY 24	F	dditional uture Yrs Funding		Total ommitted Balance
<u>Administrative</u>													
Upgrade - Incode to Invision		\$	60,000	2028	5	\$	37,797	Ş	6,200	Ş	16,003	\$	60,000
City Hall Septic Tank Replacement (w/ Bexar 911)	2020		60,000	2050	30		8,068		2,500		49,432		60,000
Application Server	2022		21,000	2029	7		3,000		3,500		14,500		21,000
Email Server	2023		22,500	2030	7		-		3,300		19,200		22,500
Firewall Server	2023		9,000	2030	7		405		1,500		7,095		9,000
Telephone system, from landline to VOIP	Future		37,000	2024	7		30,000		(30,000)		37,000		37,000
A/C Units - City Hall (8)	Various		70,000	Varies	15		14,526		6,000		49,474		70,000
City Hall Roof	2019		100,000	2039	20		21,000		6,000		73,000		100,000
Backup Power Supply/Auxiliary Power Unit (CH w/Crime Control)	2021		20,000	2051	30		667		1,000		18,333		20,000
Sub Totals		\$	399,500	<b>.</b>		\$	115,463	\$	-	\$	284,037	\$	399,500
Public Works													
Ford F250 Crew Cab	2019	\$	60,000	2034	15	Ś	13,075	\$	4,266	\$	42,659	Ś	60,000
Ford F350 Small Dump/Tilt Bed (3492) (\$78,000 - 50/50)	2001	7	39,000	2024	15	Y	35,389	7	-1,200	Y	3,611	Y	39,000
Ford XL F350 Pickup/Lift Gate (0612)	2008		80,000	2025	15		49,398		15,300		15,302		80,000
Chevrolet Silverado HD3500 (2283) (\$80,000 - 50/50)	2013		40,000	2028	15		25,416		2,916		11,668		40,000
Hotsy 225 Gallon Tank/Washer/Trailer (0193)	2009		10,000	2025	15		9,084		916		,		10,000
Case Bobcat skid loader(two thirds/one third)	2019		40,000	2038	20		8,000		2,000		30,000		40,000
Vermeer 8" Chipper	2019		37,500	2035	15		8,687		2,400		26,413		37,500
Roller (ASCO)	2016		27,000	2034	18		8,700		1,300		17,000		27,000
Trailer (Magnum) for roller	2016		9,000	2026	8		7,561		1,439		-		9,000
Grasshopper MaxTorque Model 325D mower, rear discharge	2019		16,000	2028	8		5,346		2,131		8,523		16,000
Case Backhoe (\$66,100 - 50/50)	2017		33,050	2042	25		6,230		1,336		25,484		33,050
Crack Seal Machine - Trailer Mounted - CL200 Cimline	2017		50,000	2033	15		16,118		3,333		30,549		50,000
Grasshopper MaxTorque Model 325D mower, side discharge	2017		16,000	2025	8		10,066		2,966		2,968		16,000
Mini-excavator (50/50)	2018		20,000	2039	20		4,000		1,000		15,000		20,000
Trailer mounted Ingersoll Rand Air Compressor(50/50)	2006		4,000	TBD	20		3,000		1,000		-		4,000
Public Works Director Truck (\$50,000 - 50/50)	Future		25,000	TBD	15		19,165		3,665		2,170		25,000
Equipment Trailer	2021		6,288	2041	20		1,097		300		4,891		6,288
Dump truck 50/50 (Grant funded)	2020		45,000	2040	20		4,500		2,250		38,250		45,000
Landscape Trailer	2018		5,000	2038	20		1,000		250		3,750		5,000
Kubota UTV	2021		14,712	2036	15		980		980		12,752		14,712
Backup Power Supply/Auxiliary Power Unit	2023		25,000	2053	30		-		835		24,165		25,000
Sub Totals		\$	602,550			\$	236,812	\$	50,583	\$	315,155	\$	602,550

# CITY OF SHAVANO PARK FY 2023 - 24 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated placement Cost	Estimated Year To Replace	Total Life (yrs)	Committed Balance at 9/30/2023	Proposed Funding FY 24		Additional Future Yrs Funding	Total ommitted Balance
Fire Department				· · ·	•				-
Hallmark Trailer-Wells Cargo (1086)	2004	\$ 8,000	2032	10	\$ 8,000	\$ -	\$	-	\$ 8,000
Ambulance (4617)	2017	230,000	2028	10	90,000	28,000		112,000	230,000
Ambulance (1796) remount box on new cab/chassis	2018	175,000	2029	10	56,000	19,833		99,167	175,000
Hall-Mark Fire Apparatus E-One Typhon Pumper (7377)	2012	800,000	2033	20	367,768	43,200		389,032	800,000
Pierce 2017 Platform Apparatus (purchased 2019)	2017	1,750,000	2039	20	273,400	83,000		1,393,600	1,750,000
Ford F350 Pickup (5691)	2010	75,000	2030	20	37,600	5,300		32,100	75,000
Ford F550 Fire Brush Truck (5797)	2010	150,000	2030	20	50,792	14,175		85,033	150,000
Chevy Tahoe LS - Command 1752	2014	80,000	2025	15	31,600	24,200		24,200	80,000
Max Air Trailer Mounted Breathing Air System Complete	2005/17	20,000	2037	20	1,750	500		17,750	20,000
Communication System (hand held/mobile mounted radios)	2021	140,000	2036	15	18,800	9,400		111,800	140,000
Cardiac Monitor-Defibrillator	2022	39,000	2032	10	5,229	3,752		30,019	39,000
Cardiac Monitor-Defibrillator	2022	39,000	2032	10	5,230	3,752		30,018	39,000
Stryker - Stretcher	2017	18,000	2028	10	10,800	1,800		5,400	18,000
Stryker - Stretcher	2018	18,000	2029	10	9,000	1,800		7,200	18,000
Roof on Living Quarters (metal)	2016	20,000	2056	40	2,000	500		17,500	20,000
SCBA units (12)	2018	125,000	2034	15	33,071	8,357		83,572	125,000
Thermal Imaging Cameras	2017	10,000	2025	8	7,529	1,235		1,236	10,000
Thermal Imaging Cameras	2017	10,000	2025	8	7,529	1,236		1,235	10,000
Mobile Computers (13)	Various	39,000	Various	7	23,800	2,000		13,200	39,000
A/C systems (Bays 1 5-ton split unit)	2010	10,000	2025	15	10,000	· -		, <u>-</u>	10,000
A/C systems (Living Quarters 2 5-ton units)	2000	10,000	TBD	10	10,000	-		_	10,000
Lucas Auto Pulse (1)	2022	24,000	2032	10	2,400	2,400		19,200	24,000
Lucas Auto Pulse (1)	2022	24,000	2032	10	2,400	2,400		19,200	24,000
Generac Emergency Generator 25KW (Gas)( Bay Doors & Radios)	2015	25,000	2035	20	8,750	1,250		15,000	25,000
Extrication tools (Jaws of Life)	2022	38,000	2032	10	3,800	3,800		30,400	38,000
Skyline 40LB Extractor	2020	8,000	2035	15	2,024	498		5,478	8,000
StairPro Stair Master	2006	7,500	2024	15	4,187	3,313		· -	7,500
Elliptical machine	2006	5,000	2025	15	3,750	625		625	5,000
Communication System (Radio Repeater Complete) VHF	1990	48,500	Various	30	3,500	1,000		44,000	48,500
Second set - bunker gear (9)	2021	23,000	2031	10	4,600	2,300		16,100	23,000
Second set - bunker gear (8)	2022	21,000	2032	10	2,100	2,100		16,800	21,000
Backup Power Supply/Auxiliary Power Unit	2023	25,000	2053	30	, -	835		24,165	25,000
Sub Totals		\$ 4,015,000			\$ 1,097,409	\$ 272,561	\$	2,645,030	\$ 4,015,000
Total Capital Replacem	ent Funds	\$ 5,017,050			\$ 1,449,684		_	3,244,222	\$ 5,017,050

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-20 REQUESTED BUDGET	PROPOSED BUDGET
OTHER SOURCES								
MISC./GRANTS/INTEREST 70-599-7028 TCEQ GRANT	25,401 25,401	0	0	0	0	0	0	
TOTAL MISC./GRANTS/INTEREST  TRANSFERS IN 70-599-8010 INTEREST INCOME	14,432	136	2,346	1,500	65,763	83,000	60,000	
70-599-8020 TRF IN - GENERAL FUND ADMINISTRATION 0	294,896 0.00	401,615	197,340	297,241	0	297,241	323,144	0
FIRE VEHICLES/EQUIPMENT 0 PUBLIC WORKS VEHICLES/E 0 TOTAL TRANSFERS IN	0.00 0.00 309,328	401,751	199,686	298,741	65,763	380,241	272, 50 <u>,</u> 383,144	
TOTAL TRANSPORT IN								<del></del>
TOTAL OTHER SOURCES	334,729	401,751	199,686	298,741	65,763	380,241	383,144	
TOTAL REVENUES	334,729 ======	401,751 ======	199,686 =====	298,741	65 <b>,</b> 763	380,241	383,144	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND COUNCIL

			( –		2022-2023	) (	( 2023-2	024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
CONTRACTUAL								
600-4030 HIKE AND BIKE TRAILS	28 <b>,</b> 077	0	0	0	0	0	0	
TOTAL CONTRACTUAL	28 <b>,</b> 077	0	0	0	0	0	0	
CAPITAL OUTLAY								
600-8070 CAPITAL - LAND	0	0	0	260,000	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	260,000	0	0	0	
TOTAL COUNCIL	28,077	0	0	260,000	0	0	0	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND ADMIN

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
601-8015 COMPUTER EQUIPMENT	5 <b>,</b> 795	0	0	0	0	0	0	
601-8080 CAPITAL IMPROVEMENTS	258 <b>,</b> 192	23,409	0	0	0	0	0	
601-8081 CAPITAL - BUILDING CITY HALL HVAC 1	56,955 12,000.00	49,516	16,170	9,000	0	0	12 <b>,</b> 000 12	,000
TOTAL CAPITAL OUTLAY	320,942	72,925	16,170	9,000	0	0	12,000	
INTERFUND TRANSFERS								
TOTAL ADMIN	320,942	72,925	16,170	9,000	0	0	12,000	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND PUBLIC WORKS

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	( 2023-2 REQUESTED BUDGET	PROPOSED BUDGET
EAPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGE1	ACTUAL	ILAK END	BODGE1	BUDGE1
CAPITAL OUTLAY								
603-8050 CAPITAL - VEHICLES STAKE BODY TRUCK 0	42,335 0.00	0	0	0	0	0	35 <b>,</b> 389	,389
603-8060 CAPITAL - EQUIPMENT	37,893	21,000	0	0	0	0	0	,
603-8080 CAPITAL-IMPROVEMENT PROJECT	486,462	471,047	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	566,691	492,047	0	0	0	0	35,389	
INTERFUND TRANSFERS								
TOTAL PUBLIC WORKS	566,691	492,047	0	0	0	0	35,389	<del></del>

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

70 -CAPITAL REPLACEMENT FUND FIRE

FIRE			(-		2022-2023	) (	2023-	2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
604-8030 ELECTRONIC EQUIPMENT	0	138,486	0	0	0	0	0	
604-8040 CAPITAL - PPE EQUIPMENT	7,470	0	0	0	0	0	0	
604-8060 EQUIPMENT	0	0	91,995	0	0	0	7,500	
STAIR MACHINE 0	0.00							7,500
TOTAL CAPITAL OUTLAY	7,470	138,486	91,995	0	0	0	7,500	
INTERFUND TRANSFERS								
TOTAL FIRE	7,470	138,486	91,995	0	0	0	7,500	
TOTAL EXPENDITURES	923,179	703,458	108,165	269,000	0	0	54,889	
REVENUE OVER/(UNDER) EXPENDITURES	( 588,451)	( 301,708)	91,520	29,741	65,763	380,241	328,255	

## 40 -CRIME CONTROL AND PREVENTION DISTRICT FUND

FY 2023-24

	AMENDED COL	ITY JNCIL POSED DIFFERENCE
BEGINNING FUND BALANCE	\$ 367,069 \$ 3	868,479
REVENUE AND OTHER SOURCES	\$ 175,500 \$ 1	.98,000 \$ 22,500
EXPENDITURES AND OTHER USES	174,090 1	.93,640 19,550
TOTAL REVENUES AND OTHER SOURCES OVER /(LESS) THAN EXPENDITURES AND OTHER USES	\$ 1,410 \$	4,360 \$ 2,950
ENDING FUND BALANCE, PROJECTED		372,839
Included in above ending fund balance amount: Planned Equipment Replacement	\$ 265,880 \$ 2	266,344
Capital and non-capital purchases are budgeted for include replacing two patrol vehicles for \$150,000 payment on the vehicle and body worn camera system.		

Proposed operating expenditures are included for training, National Night Out and

Neighborhood Watch supplies.

\$

14,150

## FY 2023 - 24 PROPOSED CRIME CONTROL & PREVENTION DISTRICT - POLICE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE

Fleet		Year	Estimated Replacement	Scheduled Year To	Total Life	Committed Balance at	Proposed Funding	Additional Funding	Total
Number	Description	Model	Cost	Replace	(yrs)	9/30/2023	FY2024	Future Yrs	Funding
509	Chevy Tahoe - Chief	2013	***			\$ -	\$ -	\$ -	\$ -
514	Chevy 1500 Silverado - Code Compliance	2015	50,000	2026	10	38,642	3,786	7,572	50,000
520	Ford Explorer	2017	75,000	2024	5	56,760	18,240	-	75,000
521	Ford Explorer	2017	75,000	2024	5	59,145	15,855	-	75,000
522	Chevrolet Tahoe	2020	75,000	2026	5	25,250	16,583	33,167	75,000
523	Chevrolet Tahoe	2020	75,000	2026	5	25,250	16,583	33,167	75,000
524	Ford Expedition - CID	2020	50,000	2029	8	11,500	6,417	32,083	50,000
525	Ford Explorer	2022	75,000	2027	5	13,000	15,500	46,500	75,000
526	Ford Explorer	2022	75,000	2027	5	13,000	15,500	46,500	75,000
527	Ford Explorer	2023	75,000	2028	5	-	15,000	60,000	75,000
528	Ford Explorer	2023	75,000	2028	5	-	15,000	60,000	75,000
	Back up Power Supply/Auxiliary Power Unit - CH	2021	20,000	2051	30	667	667	18,666	20,000
	Communication System (mobile radios)	2021	170,000	2036	15	22,666	11,333	136,001	170,000
		Total	\$ 890,000			\$ 265,880	\$ 150,464	\$ 473,656	\$ 890,000

<sup>\*\*\*</sup> The City does not currently plan to purchase a new vehicle for the Police Chief but will re-allocate from the patrol fleet as the units are replaced.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

40 -CRIME CONTROL DISTRICT

	2019-2020	2020-2021	(- 2021-2022	CURRENT	2022-2023 Y-T-D	PROJECTED	2023-2	3-2024) PROPOSED	
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
NON-DEPARTMENTAL									
=======================================									
TAXES 40-599-1050 SALES - CRIME CONTROL DIST	129,722	149,456	165,122	175 <b>,</b> 500	138,832	171,500	186,000		
TOTAL TAXES	129,722	149,456	165,122	175,500	138,832	171,500	186,000		
MISC./GRANTS/INTEREST	0	0	0	0	F00	F00	0		
40-599-7085 POLICE DEPT - DONATIONS TOTAL MISC./GRANTS/INTEREST	0	0	0	0	<u>500</u> 500	<u>500</u> 500	0		
TRANSFERS IN									
40-599-8005 INTEREST INCOME	3,538	32	30	0	10,944	13,200	12,000		
TOTAL TRANSFERS IN	3,538	32	30	0	10,944	13,200	12,000		
TOTAL NON-DEPARTMENTAL	133,259	149,488	165,152	175,500	150 <b>,</b> 276	185,200	198,000		
TOTAL REVENUES	133,259	149,488	165,152	175,500	150,276	185,200	198,000		

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

40 -CRIME CONTROL DISTRICT FIRE DEPARTMENT

			(		2022-2023	) ( 2023-2024)			
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED	
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
SERVICES									
604-3030 TRAINING/EDUCATION	4,576	25	0	1,200	0	0	750		
TOTAL SERVICES	4,576	25	0	1,200	0	0	750		
CAPITAL OUTLAY									
604-8010 ELECTRONIC EQUIPMENT	928	0	0	0	0	0	0		
604-8012 NON-CAPITAL - FIREARMS/TASE	624	624	624	0	0	0	0		
TOTAL CAPITAL OUTLAY	1,552	624	624	0	0	0	0		
INTERFUND TRANSFERS							<del></del>		
TOTAL FIRE DEPARTMENT	6,128	649	624	1,200	0	0	750		

# 40 -CRIME CONTROL DISTRICT POLICE DEPARTMENT

POLICE DEPARTMENT			(-		2022-2023	) (	2023-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOS BUDGET BUDGE
SERVICES							
605-3030 TRAINING/EDUCATION	6,616	5,014	6,289	6,400	3,428	6,400	6,400
TAPEIT 0	0.00						1,500
	300.00						3,600
CHIEF LEADERSHIP TRAINI 0	0.00						1,300
605-3087 CITIZENS COMMUNICATION/EDUC	8,015	3,844	7,370	7,000	5 <b>,</b> 655	7,000	7,000
NATIONAL NIGHT OUT - SU 0	0.00						6,000
NEIGHBORHOOD WATCH - SI 0	0.00						500
POP UP CANOPIES/TENTS 0	0.00	0.057	12 (50	12 400	9,083	13,400	500
TOTAL SERVICES	14,631	8,857	13,659	13,400	9,083	13,400	13,400
ONTRACTUAL							
605-4075 COMPUTER SOFTWARE	4,624 4,624	0	0	0	0	0	0
TOTAL CONTRACTUAL	4,624	0	0	0	0	0	0
APITAL OUTLAY							
605-8010 ELECTRONIC EQUIPMENT PURCHA	15,438	0	0	0	0	0	0
605-8012 NON CAPITAL - FIRE ARMS/TAS	8,640	8,640	0	0	0	0	0
605-8015 NON-CAPITAL - COMPUTER EQUI	1,953	0	0	0	0	0	0
605-8018 NON-CAPITAL BUILDING	894	0	0	0	0	0	0
605-8030 POLICE EQUIPMENT PURCHASE	36,006	203,981	0	29,490	29,490	29,490	29,490
VEHICLE/BODY WORN CAMER 0	0.00						29,490
605-8045 CAPITAL - COMPUTER EQUIPMEN	0	2,629	2,218	0	0	0	0
605-8050 CAPITAL - VEHICLES	0	192 <b>,</b> 755	119,772	130,000	127,052	127,500	150,000
PATROL VEHICLES 2 75,							150,000
605-8081 CAPITAL - BUILDING	0	37,500	0	0	0	0	0
TOTAL CAPITAL OUTLAY	62,931	445,505	121,990	159,490	156,542	156,990	179,490
NTERFUND TRANSFERS	<del></del>						
TOTAL POLICE DEPARTMENT	82,185	454,363	135,649	172,890	165,625	170,390	192,890
OTAL EXPENDITURES =	88,314	455 <b>,</b> 012	136,273	174,090 =====	165,625	170,390	193,640
EVENUE OVER/(UNDER) EXPENDITURES	44,946	( 305,524)	28 <b>,</b> 879	1,410	( 15,349)	14,810	4,360

## 42- PUBLIC EDUCATION AND GOVERNMENTAL PROGRAMMING FUND (PEG)

	Α	/ 2022-23 MENDED BUDGET	FY 2023-24 CITY COUNCIL PROPOSED		DIFFERENCE	
BEGINNING FUND BALANCE	\$	136,036	\$	140,436		
REVENUES	\$	15,200	\$	20,800	\$	5,600
EXPENDITURES	\$	10,800	\$	20,800	\$	10,000
ENDING FUND BALANCE, PROJECTED	\$	140,436	\$	140,436		

Funds can be utilized on capital purchases within the guidelines of Texas Utilities Code Chapter 66.

#### **CAPITAL OUTLAY:**

The proposed budget includes \$20,000 for the pavilion public address system and \$800 for replacement microphones.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

42 -PEG FUNDS

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	024) PROPOSED BUDGET
NON-DEPARTMENTAL								
FRANCHISE REVENUES  42-599-2024 FRANCHISE - PEG FEES TOTAL FRANCHISE REVENUES	16,417 16,417	16,218 16,218	16,327 16,327	15,200 15,200	13,075 13,075	16,700 16,700	16,000 16,000	
MISC./GRANTS/INTEREST 42-599-7000 INTEREST TOTAL MISC./GRANTS/INTEREST	628 628	<u> </u>	<u>11</u> 11	0 0	4,473 4,473	5,400 5,400	4,800	
TRANSFERS IN								
TOTAL NON-DEPARTMENTAL	17,046	16,228	16,339	15,200	17,548	22,100	20,800	
TOTAL REVENUES	17,046	16,228	16,339	15,200	17,548	22,100	20,800	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

42 -PEG FUNDS ADMINISTRATION

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOSE BUDGET BUDGET	SED
CAPITAL OUTLAY 601-8030 CAPITAL-ELECTRONIC EQUIPM REPLACEMENT MICROPHONES 2 PAVILION PA 0	EN 14,224 400.00 0.00	927	5,334	10,800	3,481	6,900	20,800	
TOTAL CAPITAL OUTLAY	14,224	927	5,334	10,800	3,481	6,900	20,800	
TOTAL ADMINISTRATION	14,224	927	5,334	10,800	3,481	6,900	20,800	
TOTAL EXPENDITURES	14,224	927	5,334	10,800	3,481	6 <b>,</b> 900	20,800	
REVENUE OVER/(UNDER) EXPENDITURES	2,821 ======	15 <b>,</b> 301	11,005	4,400	14,067	15 <b>,</b> 200	0	====

## 45-TREE PROTECTION & BEAUTIFICATION FUND

FORMERLY KNOWN AS THE OAK WILT FUND

	Αľ	2022-23 MENDED BUDGET	CC	2023-24 CITY DUNCIL DPOSED		DIFFERE	NCE
BEGINNING FUND BALANCE	\$	109,777	\$	97,027			
REVENUES	\$	12,250 *	\$	12,250	*	\$	-
EXPENDITURES	\$	25,000	\$	25,000		\$	-
ENDING FUND BALANCE, PROJECTED BUDGET	\$	97,027	\$	84,277			

<sup>\*</sup> Does not include budgeted use of \$12,750 of fund balance to cover expenditures.

This fund was created by ordinance with revenues provided by tree trimming permits, as well as any fines collected for noncompliance.

Accumulated amounts are available to fund efforts to prevent the spread of oak wilt, if such an outbreak should occur, as well as for other City Council approved tree protection or beautification efforts to enhance the area's natural beauty and the aesthetic and economic values of the community.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	( 2023-2 REQUESTED BUDGET	2024) PROPOSED BUDGET
NON-DEPARTMENTAL								
PERMITS & LICENSES  45-599-3015 TREE TRIMMING PERMITS  TREE TRIMMING PERMITS 350  TOTAL PERMITS & LICENSES	11,660 35.00 11,660	12,390	10,395	12,250	5,565 5,565	11,025	12,250 12 12,250	,250
MISC./GRANTS/INTEREST 45-599-7030 TEXAS FORESTRY GRANT TOTAL MISC./GRANTS/INTEREST	3,000 3,000	0	<u>0</u>	0	0 0	0	0	
TRANSFERS IN 45-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	<u>0</u>	<u>0</u> 0	<u>0</u>	12,750 12,750	<u>0</u>	0 0	12,750 12,750	
TOTAL NON-DEPARTMENTAL	14,660	12,390	10,395	25,000	5,565	11,025	25,000	
TOTAL REVENUES	14,660	12,390	10,395	25,000	5,565	11,025	25,000	

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND ADMINISTRATION

			( –		2022-2023	) (	2023-2	024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
SERVICES								
601-3012 PROFESSIONAL SERVICES	16,061	2,399	0	0	0	0	0	
	•	2,399	212		20	20	F00	
601-3087 CITIZENS COMMUNICATION/EDUC			212	500	20	20	500	
TOTAL SERVICES	16,148	2,399	212	500	20	20	500	
DEPT MATERIALS-SERVICES								
601-6085 SUPPLIES/MATERIAL/CHEMICALS	3,027	2,359	0	21,875	0	0	21,875	
TOTAL DEPT MATERIALS-SERVICES	3,027	2,359	0	21,875	0	0	21,875	
TOTAL ADMINISTRATION	19,175	4,758	212	22,375	20	20	22,375	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2023

45 -TREE PROTECT & BEAUT FUND DEVELOPMENT SERVICES

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	( 2023- REQUESTED BUDGET	2024) PROPOSED BUDGET
CONTRACTUAL 607-4075 COMPUTER SOFTWARE ON LINE PERMITTING 350	0 7.50	0	0	2,625	2,625	2,625		2,625
TOTAL CONTRACTUAL  TOTAL DEVELOPMENT SERVICES	0	0	0 0	2,625 	2,625	2,625 	2,625	
TOTAL EXPENDITURES	19 <b>,</b> 175	4 <b>,</b> 758	212	25,000	2,645	2,645	25,000	
REVENUE OVER/(UNDER) EXPENDITURES	( 4,515) ======	7,632	10,183	0	2,920	8,380 =====	0	

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### 48 - STREET MAINTENANCE FUND

	FY 2022-23 AMENDED BUDGET	FY 2023-24 CITY COUNCIL PROPOSED	DIFFERENCE
BEGINNING FUND BALANCE	\$ 867,905	\$ 360,113	
REVENUES	\$ 175,500 *	\$ 186,000 **	\$ 10,500
EXPENDITURES	\$ 683,292	\$ 520,291	\$ (163,001)
ENDING FUND BALANCE, PROJECTED	\$ 360,113	\$ 25,822	

- \* Amount does not include \$507,792 budgeted use of fund balance to cover expenditures.
- \*\* Amount does not include \$334,291 budgeted use of fund balance to cover expenditures.

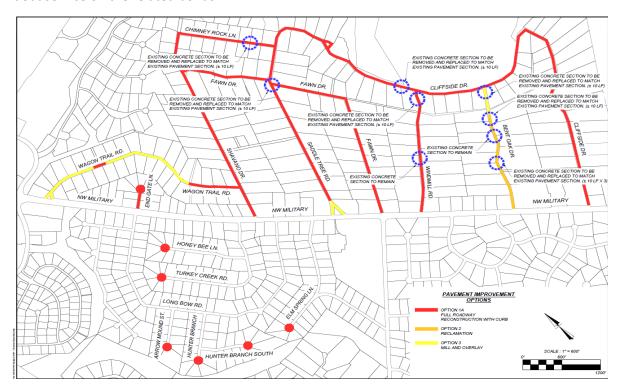
Street Maintenance Fund was approved by voters in May 2014 and began receiving sales tax revenues October 1, 2014. <u>It was re-approved by the voters in May 2018 and again in May 2022.</u>

The voter authorization will expire on October 1, 2026 unless reapproved May 2026.

In 2021, the City completed a comprehensive street maintenance analysis and, using this data, has created a maintenance schedule to address \$11.3 million in reconstruction projects covering 10 residential streets and six cul-de-sacs.

During the May 2022 general election, Citizens approved a \$10 million bond issuance to fund the street reconstruction project. Please refer to Fund 60 - Streets Project Fund.

The City expects to utilize amounts accumulated in this fund towards the maintenance project and/or debt service on the related bonds.



Map showing City streets & cul-de-sacs in the Street Maintenance Schedule.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

48 -STREET MAINTENANCE FUND

			(-		- 2022-2023	) ( 2023-2024)			
REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET	
		<del></del>							
NON-DEPARTMENTAL									
TAXES 48-599-1040 SALES - STREET MAINTENANCE	129,747 129,747	149,956 149,956	165,441 165,441	175,500 175,500	139,127 139,127	171,500 171,500	186,000 186,000		
TOTAL TAXES  PERMITS & LICENSES	129,747	149,936	163,441						
TRANSFERS IN 48-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	0	0	0 0	507,792 507,792	0	0	334,291 334,291		
TOTAL NON-DEPARTMENTAL	129,747	149,956	165,441	683,292	139,127	171,500	520,291		
TOTAL REVENUES	129,747	149,956	165,441	683 <b>,</b> 292	139,127	171 <b>,</b> 500	520 <b>,</b> 291		

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

# 48 -STREET MAINTENANCE FUND PUBLIC WORKS

			(-		2022-2023	) (	2023-2	024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
DEPT MATERIALS-SERVICES 603-6080 STREET MAINTENANCE	0	46,500	0	50,000	0	0	50,000	
TOTAL DEPT MATERIALS-SERVICES		46,500	0	50,000	0	0	50,000	<del></del>
INTERFUND TRANSFERS  603-9030 TRANS TO DEBT SERVICE 2022 GO STREET BONDS 0 TOTAL INTERFUND TRANSFERS	0.00	0	0	633,292	396,438	617,500	470,291 470,291 470,291	,291
TOTAL PUBLIC WORKS	0	46,500	0	683,292	396,438	617,500	520,291	
TOTAL EXPENDITURES	0	46,500	0	683 <b>,</b> 292	396,438 =======	617,500	520 <b>,</b> 291	
REVENUE OVER/(UNDER) EXPENDITURES	129 <b>,</b> 747	103 <b>,</b> 456	165,441 ======	0 (		( 446,000)	0	========

## 50 - COURT RESTRICTED FUND

	ΑN	2022-23 1ENDED UDGET	co	2023-24 CITY DUNCIL DPOSED	DIE	FERENCE
COURT TECHNOLOGY & EFFICIENCY: BEGINNING FUND BALANCE		667	\$	717	DIF	FERENCE
REVENUES	\$	4,350	\$	3,320	\$	(1,030)
EXPENDITURES	\$	4,300	\$	3,820	\$	(480)
ENDING FUND BALANCE, PROJECTED	\$	717	\$	217		

The annual maintenance fees related to court software are substantially equal to revenues.

A 'Transfer In' is recorded in the General Fund which offsets the expenditures.

### **COURT SECURITY:**

BEGINNING FUND BALANCE	\$ 57,481		\$ 58,081	_	
REVENUES	\$ 4,800	*	\$ 3,800	*	\$ (1,000)
EXPENDITURES AND OTHER USES	\$ 59,200	**	\$ 60,200	***	\$ 1,000
ENDING FUND BALANCE, PROJECTED	\$ 3,081		\$ 1,681	_	

- \* Does not include budgeted use of fund balance to cover expenditures
- \*\* Budgeted expenditures included \$55,000 for the bullet resistance glass and steel panels project.

  Due to difficulty finding vendors, the project has been re-evaluated and re-proposed for FY2024.
- \*\*\* Planned expenditures include \$55,000 to add bullet resistance glass and steel panels to the Municipal Court office area and \$5,200 for court security provided by Shavano Park Police Department.

### **TRUANCY PREVENTION & DIVERSION:**

BEGINNING FUND BALANCE	\$ 8,976	\$ 12,976	
REVENUES	\$ 4,000	\$ 3,500	\$ (500)
EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	\$ 12,976	\$ 16,476	

Use of this money is restricted to the necessary expenses to of a juvenile case manager and programs directly related to performing those duties.

#### **MUNICIPAL JURY:**

BEGINNING FUND BALANCE	\$ 179	\$ 279	
REVENUES	\$ 100	\$ 70	\$ (30)
EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	\$ 279	\$ 349	

Use of this money is limited to fund juror reimbursements and otherwise finance jury services.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

50 -COURT RESTRICTED FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	( 2023-2 REQUESTED BUDGET	024) PROPOSED BUDGET
NON-DEPARTMENTAL								
COURT FEES  50-599-4022 COURT EFFICIENCY REVENUE 50-599-4023 COURT SECURITY REVENUE 50-599-4024 TRUANCY PREVENTION FUND 50-599-4025 COURT TECHNOLOGY REVENUE 50-599-4026 JURY FUND TOTAL COURT FEES	70 2,836 1,019 3,265 20 7,210	84 4,979 4,168 4,527 83 13,841	132 4,208 3,789 3,691 76 11,896	150 4,800 4,000 4,200 100 13,250	84 3,102 2,879 2,678 58 8,799	120 3,800 3,500 3,200 70 10,690	120 3,800 3,500 3,200 70 10,690	
TRANSFERS IN 50-599-8099 FUND BALANCE RESERVE TOTAL TRANSFERS IN	0	0 0	0	<u>56,000</u> 56,000	0	<u>0</u>	<u>55,000</u> 55,000	
TOTAL NON-DEPARTMENTAL  TOTAL REVENUES	7,210	13,841	11,896	69,250	8,799 8,799	10,690	65,690 65,690	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

50 -COURT RESTRICTED FUND OPERATING EXPENSES

OPERATING EXPENSES			(-		2022-2023	) (	2023-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOSED BUDGET BUDGET
CAPITAL OUTLAY							
602-8080 CAPITAL IMPROVEMENTS BULLET RESISTANT GLASS/ 0	0.00	0	0	55,000	0	0	55,000 55,000
TOTAL CAPITAL OUTLAY	0	0	0	55,000	0	0	55,000
INTERFUND TRANSFERS  602-9010 TRANSFER TO GENERAL FUND  COURT - INCODE 1  COURT SECURITY - SPPD 0	6,650 3,820.00 0.00	6 <b>,</b> 750	8,500	8,500	0	8,500	9,020 3,820 5,200
TOTAL INTERFUND TRANSFERS	6,650	6 <b>,</b> 750	8,500	8,500	0	8,500	9,020
TOTAL OPERATING EXPENSES	6,650	6,750	8,500	63,500	0	8,500	64,020
TOTAL EXPENDITURES	6,650 =====	6,750	8,500 =====	63,500	0	8,500 ======	64,020
REVENUE OVER/(UNDER) EXPENDITURES	560	7,091	3,396	5 <b>,</b> 750	8 <b>,</b> 799	2,190	1,670

## 52 - CHILD SAFETY FUND

	FY:	2022-23		 2023-24 City		
		IENDED JDGET	,	UNCIL POSED	DIFFERENCE	
BEGINNING FUND BALANCE	\$	2,850	,	\$ 1,850		
REVENUES	\$	4,000 *		\$ 4,000 *	\$	-
EXPENDITURES:						
FIRE DEPARTMENT POLICE DEPARTMENT	\$	2,000 3,000		\$ 2,000 3,000	\$ \$	-
TOTAL EXPENDITURES	\$	5,000	,	\$ 5,000		
TOTAL REVENUES LESS THAN EXPENDITURES	\$	(1,000)		\$ (1,000)		
ENDING FUND BALANCE, PROJECTED	\$	1,850	,	\$ 850		

<sup>\*</sup> Does not include budgeted use of \$1,000 of fund balance to cover expenditures.

As the City has no school guard crossing expenditures, funds can only be utilized for education and materials related to child safety.

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

52 -CHILD SAFETY FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	( 2021-2022 ACTUAL	CURRENT BUDGET	- 2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	PROPOSED BUDGET
NON DEPARTMENTAL								
MISC./GRANTS/INTEREST 52-599-7010 SCHOOL CROSSING GUARD FUNDS TOTAL MISC./GRANTS/INTEREST	3,778 3,778	3,975 3,975	4,040	4,000	3,593 3,593	4,300 4,300	4,000 4,000	
TRANSFERS IN 52-599-8089 FUND BALANCE RESERVE TOTAL TRANSFERS IN	<u>0</u>	0	0	1,000 1,000	0	0 0	1,000 1,000	
TOTAL NON DEPARTMENTAL	3,778	3,975	4,040	5,000	3,593	4,300	5,000	
TOTAL REVENUES	3,778	3,975	4,040	5,000	3,593 ======	4,300	5,000	

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

52 -CHILD SAFETY FUND FIRE DEPARTMENT

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-: REQUESTED BUDGET	2024) PROPOSED BUDGET
SERVICES 604-3087 CITIZENS COMMUNICATION/EDUC CHILD SAFETY/EDUCATION 0 TOTAL SERVICES	656 0.00	1,570 1,570	1,375 ————————————————————————————————————	2,000	1,916	2,000	2,000	2,000
TOTAL FIRE DEPARTMENT	656	1,570	1,375	2,000	1,916	2,000	2,000	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

52 -CHILD SAFETY FUND POLICE DEPARTMENT

				(	- 2022-2023	)	( 2023-	2024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES 605-3087 CITIZENS COMMUNICATION/EDUC CHILD SAFETY/EDUCATION 0 TOTAL SERVICES	3,000 0.00 3,000	1,861	3,000	3,000	105	3,000	3,000	3,000
TOTAL POLICE DEPARTMENT	3,000	1,861	3,000	3,000	105	3,000	3,000	
TOTAL EXPENDITURES	3,656 ======	3,431	4,375 ======	5,000	2,022	5,000	5,000	
REVENUE OVER/(UNDER) EXPENDITURES	123	544	( 335)	0	1,571	( 700)	0	

## 53 - LAW ENFORCEMENT OFFICERS STANDARDS EDUCATION (LEOSE)

	AM	022-23 ENDED IDGET	co	023-24 CITY UNCIL POSED	DIFF	ERENCE_
BEGINNING FUND BALANCE	\$	-	\$			
REVENUES	\$	1,300	\$	1,300	\$	-
EXPENDITURES	\$	1,300	\$	1,300	\$	-
TOTAL REVENUES MORE (LESS) THAN EXPENDITURES	\$	-	\$	-		
ENDING FUND BALANCE, PROJECTED	\$	-	\$	-		

Training/Education and Travel/Mileage expenditures in the General Fund Police Department are supplemented with current LEOSE funds.

Theses funds can only be utilized for training expenditures for Full Time Police Officers.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2023

53 -LEOSE

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	( 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2 REQUESTED BUDGET	024) PROPOSED BUDGET
NON-DEPARTMENTAL								
POLICE/FIRE REVENUES 53-599-6020 LEOSE FUNDS TOTAL POLICE/FIRE REVENUES	1,630 1,630	1,480 1,480	<u>1,282</u> 1,282	1,300 1,300	1,281 1,281	1,281 1,281	1,300 1,300	
TRANSFERS IN								
TOTAL NON-DEPARTMENTAL	1,630	1,480	1,282	1,300	1,281	1,281	1,300	
TOTAL REVENUES	1,630	1,480	1,282	1,300	1,281	1,281	1,300	

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

53 -LEOSE

POLICE DEPARTMEN	
	T

			( -		2022-2023	) (	2023-2	2024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
SERVICES 605-3030 TRAINING/EDUCATION	1,550	1,636	1,310	1,300	846	1,281	1,300	
TOTAL SERVICES	1,550	1,636	1,310	1,300	846	1,281	1,300	
TOTAL POLICE DEPARTMENT	1,550	1,636	1,310	1,300	846	1,281	1,300	
TOTAL EXPENDITURES	1,550 ======	1,636 ======	1,310 ======	1,300	846	1,281 ======	1,300	
REVENUE OVER/(UNDER) EXPENDITURES	80	( 156) (	28)	0	435	0	0	========

# 54 - POLICE FORFEITURE FUNDS

	AME	022-23 ENDED DGET	CO	2023-24 CITY DUNCIL DPOSED	DIFFI	ERENCE
BEGINNING FUND BALANCE	\$		\$			
REVENUES	\$	-	\$	-	\$	-
EXPENDITURES	\$	-	\$	-	\$	-
ENDING FUND BALANCE, PROJECTED	\$	_	\$	-		

Funds collected can only be spent on equipment for police use.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

54 -POLICE FORFEITURE

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	(- 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	)( PROJECTED YEAR END	2023-20 REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
POLICE/FIRE REVENUES  54-599-6025 POLICE FORFEITURE FUNDS  TOTAL POLICE/FIRE REVENUES	<u>0</u> 0	<u>0</u> 0	<u>0</u>	0 0	0 0	<u> </u>	0 0	
TRANSFERS IN 54-599-8005 INTEREST TOTAL TRANSFERS IN	<u>0</u>	0	0	<u>0</u>	0	0 0	0 -	
TOTAL NON-DEPARTMENTAL	0	0	0	0	0	0	0	
TOTAL REVENUES	0	0	0	0	0	0	0	=======

CITY OF SHAVANO PARK PAGE: 2

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

54 -POLICE FORFEITURE POLICE DEPARTMENT

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	( CURRENT BUDGET	Y-T-D	PROJECTED YEAR END	( 2023- REQUESTED BUDGET	2024) PROPOSED BUDGET
CAPITAL OUTLAY 605-8025 EQUIPMENT TOTAL CAPITAL OUTLAY	0 0	0 0	0 0	0 0	0 0	0 0	0 0	
INTERFUND TRANSFERS 605-9010 TRANSFER TO GENERAL FUND TOTAL INTERFUND TRANSFERS	0	<u>0</u>	0	0	0 0	0	0	
TOTAL POLICE DEPARTMENT	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0	0	========

#### 58 – AMERICAN RESCUE PLAN ACT FUND

**Fund Purpose.** This fund accounts for Federal stimulus monies disbursed by the United States Treasury through the Texas Department of Emergency Management under the American Rescue Plan Act (ARPA).

**Fund Description.** The fund accounts for all transactions related to the use of the awarded amounts. ARPA was signed into law on March 11, 2021, to facilitate the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession. The Act provides for a State and Local Fiscal Recovery Fund of \$350 billion dollars of which the City has received approximately \$988,000.

The Act's funding objectives include:

- Support public health response by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare and certain public health and safety staff,
- Replace public sector revenue loss to provide government services to the extent of the reduction in revenue experienced due to the pandemic,
- Water and sewer infrastructure, making necessary investment to improve access to clean drinking water and invest in wastewater and stormwater infrastructure,
- Address negative economic impacts by responding to the economic harms to workers, families, small businesses, impacted industries and the public sector,
- Premium pay for essential workers by offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- Broadband infrastructure, to provide unserved or underserved locations with new or expanded broadband access.

The expenditure period began March 3, 2021 with funds obligated by December 31, 2024 and expended by December 31, 2026.

**Fund Revenues.** This budget includes \$225,461 in ARPA federal stimulus monies and \$10,000 in interest income on the fund.

**Fund Expenses.** This budget includes \$235,461 in expenditures for replacement of capital equipment and down payment of a land purchase. A breakdown of the expenses by Department follows.

<u>City Council</u>: This budget expends \$65,000 on capital items this fiscal year in City Council projects for down payment on purchase of vacant land across from City Hall. Due to delays in the

titling of the property, the property was not purchased in Fiscal Year 2023, but is anticipated to be completed in Fiscal Year 2024. The long-term operating costs anticipated for the Council capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Land purchase down payment	No additional operational costs unless Council approves
	further development after purchase is finalized.

Administration: This budget expends \$43,700 on capital items this fiscal year in the Administration Department for (1) upgrading the city phone system, (2) replacing Windows 10 PCs unable to be upgraded to Windows 11, (3) purchase of a security event incident management (SEIM) platform to improve city cybersecurity. The remaining \$10,000 is a transfer of interest income to the General Fund. The long-term operating costs anticipated for the Administration capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>					
City phone system	\$1,200 annual support agreement.					
Windows 11 PC upgrades	No additional operational costs.					
SEIM platform	\$4,500 annual license agreement.					

<u>Public Works</u>: This budget expends \$5,611 on capital items this fiscal year in the Public Works Department for (1) key pad entry system for Public Works yard pedestrian gate and (2) the balance to purchase a stake body truck (remaining amount budgeted out of the Capital Replacement Fund and the Water Utility as it is a shared vehicle). The long-term operating costs anticipated for the Public Works capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Key pad entry system	No additional operational costs.
Stake body truck – balance	Reduce maintenance costs from current old truck.

<u>Fire</u>: This budget expends \$72,800 on capital items this fiscal year in the Fire Department for (1) replacing Windows 10 tablets and PCs that are unable to be upgraded to Windows 11, (2) equipping all emergency vehicles with ruggedized mobile routers, and (3) repair and repaving of the Fire Department parking lot. The long-term operating costs anticipated for the Fire Department capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>						
Windows 11 PC upgrades	No additional operational costs.						
Ruggedized mobile routers	\$960 in annual cloud management licensing costs.						
Repair & repave FD parking lot	No additional operational costs.						

**Police:** This budget expends \$31,950 on capital items this fiscal year in the Police Department for (1) replacing Windows 10 PCs that are unable to be upgraded to Windows 11, (2) interview room server upgrade and warranty support, (3) drug drop off container, and (4) Automated Fingerprint

Identification System (AFIS) devices. The long-term operating costs anticipated for the Police Department capital expenditures are as follows:

FY 2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>					
Windows 11 PC upgrades	No additional operational costs.					
Interview room server upgrade and	No additional operational costs for 5 years					
warranty support	(warranty term).					
Drug drop off container	No additional operational costs.					
Automated Fingerprint Identification	No additional operational costs.					
System (AFIS) devices						

<u>Water Department</u>: This budget expends \$6,400 on capital items this fiscal year in the Water Department for (1) replacing Windows 10 PC that is unable to be upgraded to Windows 11 and (2) upgrading the supervisory control and data acquisition (SCADA) servers. The long-term operating costs anticipated for the Water Department capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Windows 11 PC upgrade	No additional operational costs.
SCADA server upgrades	No additional operational costs.

## 58 - AMERICAN RESCUE PLAN ACT FUND

	FY 2022-23 AMENDED BUDGET		C	2023-24 CITY OUNCIL OPOSED	DIF	FERENCE
BEGINNING FUND BALANCE	\$	5	\$	5_		
REVENUES	\$	325,872	\$	235,461	\$	(90,411)
EXPENDITURES	\$	325,872	\$	235,461	\$	(90,411)
ENDING FUND BALANCE, PROJECTED	\$	5	\$	5		

Fund established in FY 2020-21 to separately account for the stimulus monies provided by the American Rescue Fund Act.

### Significant expenditures include:

Information Technology	\$ 68,550
Vacant land purchase	\$ 65,000
Repair/repave Fire/PW Parking Lot	\$ 42,000
Replace telephone system	\$ 35,000

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	( 2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	( 2023-2 REQUESTED BUDGET	024) PROPOSED BUDGET
NON DEPARTMENTAL								
MISC./GRANTS/INTEREST								
58-599-7000 INTEREST INCOME	0	5	1,367	22,000	18,530	22,000	10,000	
58-599-7021 ARPA FEDERAL FUNDING	0	0	413,987	303 <b>,</b> 872	188,886	223,752	225,461	
58-599-7098 OTHER FINANCING SOURCE - EQ	0	0	145,340	0	0	0	0	
TOTAL MISC./GRANTS/INTEREST	0	5	560,693	325,872	207,416	245,752	235,461	
TOTAL NON DEPARTMENTAL	0	5	560,693	325,872	207,416	245,752	235,461	
TOTAL REVENUES	0	5	560,693	325,872	207,416	245,752	235,461	

CITY OF SHAVANO PARK
PAGE: 2
PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND CITY COUNCIL

			(		2022-2023	) (	2023-2	024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
CAPITAL OUTLAY								
600-8070 CAPITAL - LAND	0	0	0	65 <b>,</b> 000	0	0	65 <b>,</b> 000	
600-8080 CAPITAL - IMPROVEMENTS	0	0	0	57,000	59,024	59,024	0	
TOTAL CAPITAL OUTLAY	0	0	0	122,000	59,024	59,024	65,000	
TOTAL CITY COUNCIL	0	0	0	122,000	59,024	59,024	65,000	

CITY OF SHAVANO PARK PAGE: 3

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

# 58 -AMER RESCUE PLAN ACT FUND CITY ADMINISTRATION

			(-		2022-2023	) (	( 2023-2	024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
601-3087 CITIZEN COMMUNICATION	0	0	3,400	0	0	0	0	
TOTAL SERVICES	0	0	3,400	0	0	0	0	
CAPITAL OUTLAY								
601-8015 NON CAPITAL - COMPUTERS	0	0	2,799	0	0	0	0	
601-8030 CAPITAL - ELECTRONIC EQUIPM		0	27 <b>,</b> 280	0	0	0	0	
601-8045 CAPITAL - COMPUTER EQUIPMEN		0	20 <b>,</b> 569	32,300	24,386	22 <b>,</b> 938	43,700	
PHONE SYSTEM UPGRADE 0	0.00							,000
	L,400.00							<b>,</b> 200
SEIM 0	0.00						4	<b>,</b> 500
601-8080 CAPITAL - IMPROVEMENT PROJ	0	0	0	6,500	6 <b>,</b> 780	6 <b>,</b> 780	0	
601-8081 CAPITAL - BUILDINGS	0	0	0	20,000	0	20,000	0	
TOTAL CAPITAL OUTLAY	0	0	50,648	58,800	31,166	49,718	43,700	
INTERFUND TRANSFERS								
601-9010 TRF - GENERAL FUND	0	0	0	22,000	18,530	22,000	10,000	
TOTAL INTERFUND TRANSFERS	0	0	0	22,000	18,530	22,000	10,000	
TOTAL CITY ADMINISTRATION	0	0	54,048	80,800	49,697	71,718	53,700	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND PUBLIC WORKS/GOV. BLDG.

			( -		2022-2023	) (	2023-	2024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
MAINTENANCE	0	0	0	2 500	4 0.67	4 067	2 000	
603-5030 BUILDING MAINTENANCE KEY PAD - PED YARD GATE 0	0.00	0	0	2,500	4,067	4,067	2,000	2,000
TOTAL MAINTENANCE	0.00			2,500	4,067	4,067	2,000	2,000
TOTAL MAINTENANCE	U	U	U	2,300	4,007	4,007	2,000	
CAPITAL OUTLAY								
603-8015 NON CAPITAL - COMPUTERS	0	0	604	0	0	0	0	
603-8050 VEHICLES	0	0	0	0	0	0	3,611	
STAKE BODY TRUCK - BALA 0	0.00							3,611
603-8081 CAPITAL - BUILDINGS	0	0	45,000	43,630	43,629	43,629	0	
TOTAL CAPITAL OUTLAY	0	0	45,604	43,630	43,629	43,629	3,611	
TOTAL PUBLIC WORKS/GOV. BLDG.	0	0	45,604	46,130	47,695	47,696	5,611	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND FIRE DEPARTMENT

			(-		2022-2023	) (	2023-2024
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED PROPOSED BUDGET BUDGET
MAINTENANCE							
604-5030 BUILDING MAINTENANCE	0	0	0	2,000	0	0	0
TOTAL MAINTENANCE	0	0	0	2,000	0	0	0
CAPITAL OUTLAY							
604-8005 FURNITURE	0	0	0	4,000	3,050	3,050	0
604-8015 NON CAPITAL - COMPUTERS	0	0	1,446	5,500	3,906	5,200	18,800
WIN 11 TABLETS 8	2,000.00						16,000
WIN 11 PCs 2	1,400.00						2,800
604-8030 ELECTRONIC EQUIPMENT	0	0	0	7,500	5,940	5,940	12,000
MOBILE ROUTERS 6	2,000.00						12,000
604-8035 OTHER CAPITAL EQUIPMENT	0	0	0	7,400	0	7,443	0
604-8040 CAPITAL - FIRE EQUIPMENT	0	0	93,664	0	6,050	6,050	0
604-8080 IMPROVEMENT PROJECTS	0	0	0	0	0	0	42,000
PARKING LOT REPAIR & RE 0	0.00						42,000
604-8081 CAPITAL - BUILDING	0	0	4,699	10,000	3,157	3,500	0
TOTAL CAPITAL OUTLAY	0	0	99,810	34,400	22,103	31,183	72,800
TOTAL FIRE DEPARTMENT	0	0	99,810	36,400	22,103	31,183	72,800

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND POLICE DEPARTMENT

			(-		2022-2023	) (	2023-2	024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
CAPITAL OUTLAY								
605-8015 NON CAPITAL - COMPUTERS	0	0	6,816	0	0	0	22,650	
WIN 11 MDTS 4	4,000.00						16	,000
INTERVIEW ROOM 1	6,650.00						6	<b>,</b> 650
605-8030 POLICE EQUIPMENT	0	0	33,621	14,042	13,400	13,400	9,300	
DRUG DROP OFF CONTAINER 0	0.00						1	,500
AFIS DEVICES 2	3,900.00						7	,800
605-8031 CAPITAL OUTLAY - FIN EQU	IP 0	0	145,340	0	0	0	0	
605-8045 CAPITAL - COMPUTER EQUIP	MEN 0	0	0	8,500	7,731	7,731	0	
605-8080 CAPITAL - IMPROVEMENT PR	OJ 0	0	0	18,000	7,766	15,000	0	
TOTAL CAPITAL OUTLAY	0	0	185,777	40,542	28,897	36,131	31,950	
TOTAL POLICE DEPARTMENT	0	0	185,777	40,542	28,897	36,131	31,950	

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

58 -AMER RESCUE PLAN ACT FUND WATER DEPARTMENT

			(	2	2022-2023	) (	)
	2019-2020	2020-2021	2021-2022	CURRENT	X-T-D	PROJECTED	REQUESTED PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET BUDGET
CAPITAL OUTLAY							
606-8015 NON CAPITAL - COMPUTERS	0	0	574	0	0	0	6,400
WIN 11 PCs 1	1,400.00						1,400
SCADA SERVERS 2	2,500.00						5,000
606-8087 WATER METERS	0	0	145,392	0	0	0	0
606-8088 WATER METER - CONTRA	0	0 (	( 129,062)	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	16,903	0	0	0	6,400
INTERFUND TRANSFERS							
606-9020 TRANSFER TO WATER UTILITY	0	0	129,062	0	0	0	0
TOTAL INTERFUND TRANSFERS	0	0	129,062	0	0	0	0
TOTAL WATER DEPARTMENT	0	0	145,966	0	0	0	6,400

CITY OF SHAVANO PARK PAGE: 8

PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

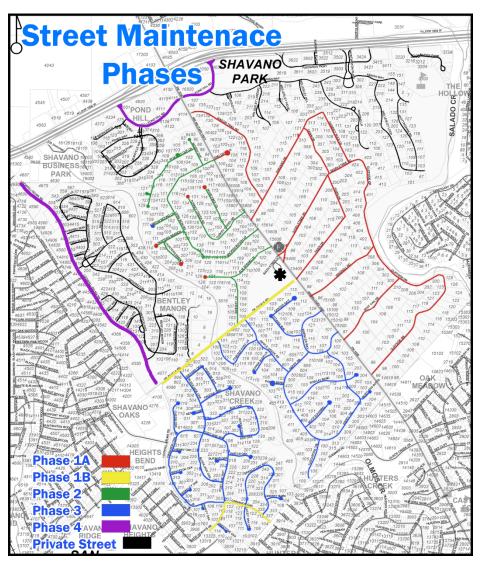
58 -AMER RESCUE PLAN ACT FUND DEBT SERVICE

				(	- 2022-2023	)	( 2023-	-2024)
	2019-2020	2020-2021	2021-2022	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
								·····
CAPITAL OUTLAY								
607-8052 PRINCIPAL - FINANCED EQUIPM	0 1	0	28,713	0	0	0	0	
607-8053 INTEREST - FINANCED EQUIPME	0	0	777	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	29,490	0	0	0	0	
TOTAL DEBT SERVICE	0	0	29,490	0	0	0	0	
TOTAL EXPENDITURES	0	0	560,693 ======	325,872	207,416	245,752	235,461	
REVENUE OVER/(UNDER) EXPENDITURES	0	5	0	0	0	0	0	
				========			========	

### 60 – STREET PROJECTS FUND

Fund Purpose. This fund accounts for the proceeds of the Series 2022 General Obligation Bonds issued to fund Phase 1A (previously just Phase 1) of the City's Street Maintenance Plan as identified in the City's Street Maintenance Schedule and below.

**History.** City residents approved the issuance of the \$9,410,000 Series 2022 General Obligation Bonds in the May 7, 2022 general election for the funding purpose of reconstruction of identified specifically City streets and cul-desacs. After paying bond issuance costs approximately \$177,000, and including an issuance premium of \$775,000, proceeds net of \$10,000,000 were deposited in this fund, in identified separately



Map showing City the Street Maintenance Schedule Red will be reconstructed with 2022 General Obligation Bonds.

investment accounts, on July 28, 2022 (the closing date).

**Fund Revenues.** This budget reflects no budgeted revenues, as the bond issuance occurred in FY2022, but reflects the spend down of the accumulated fund balance.

**Fund Expenditures.** This budget includes \$4,845,000 in expenditures for engineering services, street inspector services and construction costs. This fund currently shows only lump sum engineering and construction costs with no breakdown. Staff will prepare street-by-street expenses accounts to match the bid line items so expenses can be tracked and transparency increased. Construction on Phase 1A streets began July 10, 2023 on Wagon Trail Road and End Gate Lane.

Street Construction: This budget expends \$4,845,000 this fiscal year for (1) engineering services – Phase 1A and 1B, (2) street inspector services for Phase 1A and (2) construction costs of Phase 1A. The long-term operating costs anticipated for the Public Works capital expenditures are as follows:

FY2024 Capital Item	<b>Long-term Operating Costs Anticipated</b>
Street reconstruction	Reduced street maintenance costs due to new construction; but
	regular scheduled maintenance still required.

#### **Streets in Phase 1A:**

**Scope:** These street projects will be funded using the 2022 General Obligation Bonds. Complete reconstruction of all listed streets with addition of ribbon cut curbs where curb is lacking.

- Bent Oak Drive
- Chimney Rock Lane
- Cliffside Drive
- End Gate Lane (Started reconstruction July 2023)
- Fawn Drive
- Saddletree Road
- Shavano Drive
- Wagon Trail Road (Started reconstruction July 2023)
- Windmill Road
- Cud-de-sacs of Honey Bee Lane, Turkey Creek Road, Hunters Branch, Hunters Branch South, and Elm Spring Lane

#### **Streets in Phase 1B:**

**Scope:** These street projects will be federally-funded under an Economic Development Initiative Community Project from the U.S. Department of Housing & Urban Development

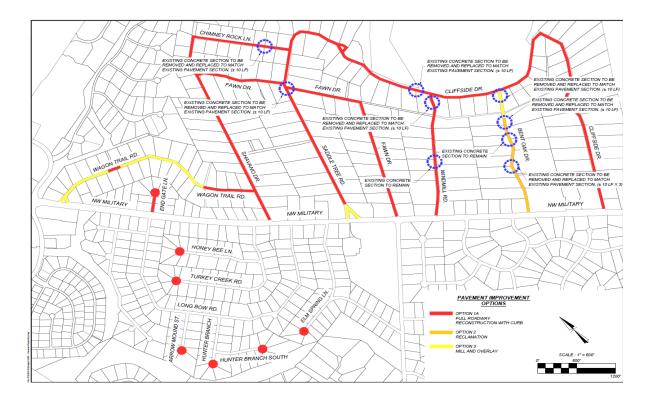
- Mill and overlay of De Zavala Road with installation of storm drain, along with construction of dedicated sidewalks and bike lanes
- Entrance of Post Oak Way from Lockhill-Selma Road to Limestone Oak.

### **60 - STREET PROJECTS FUND**

	Α	Y 2022-23 MENDED BUDGET	IENDED CITY COUNCIL		_	DIFFERENCE		
BEGINNING FUND BALANCE	\$	9,512,799	\$	8,187,799				
REVENUES	\$	400,000 *	\$	_ *	**	\$	(400,000)	
EXPENDITURES	\$	1,725,000	\$	4,845,000		\$	3,120,000	
ENDING FUND BALANCE, PROJECTED	\$	8,187,799	\$	3,342,799				

Fund established in FY 2021-22 to account for the proceeds of the issuance of voter-approved Series 2022 General Obligation Bonds for the reconstruction of identified streets east of Northwest Military Highway, specified cul du sacs and DeZavala Road

- \* Revenues do not include \$1,325,000 budgeted use of fund balance to cover proposed expenditures
- \*\* Revenues do not include \$4,845,000 budgeted use of fund balance to cover proposed expenditures



Map showing City streets & cul-de-sacs in Phase I of the Street Maintenance Schedule.

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND

REVENUES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	( CURRENT BUDGET	- 2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	2023-2024) REQUESTED PROPOSED BUDGET BUDGET
NON-DEPARTMENTAL							
TRANSFERS IN  60-599-8001 PROCEEDS OF BOND ISSUANCE 60-599-8002 PREMIUM RECD ON BOND ISSUE 60-599-8010 INTEREST INCOME 60-599-8099 FUND BALANCE RESERVE ENGINEERING - PHASE I 0 ENGINEERING - DEZAVALA 0 PHASE I CONSTRUCTION 0 CONSTRUCTION INSPECTION 0 TOTAL TRANSFERS IN	0 0 0 0 0.00 0.00 0.00 0.00	0 0 0 0	9,410,000 766,801 39,856 0	0 0 400,000 1,325,000	337,461 337,461	414,000	0 0 0 4,845,000 135,000 4,500,000 135,000 4,845,000
TOTAL NON-DEPARTMENTAL	0	0	10,216,658	1,725,000	337,461	414,000	4,845,000
TOTAL REVENUES	0	0	10,216,658	1,725,000	337,461	414,000	4,845,000

CITY OF SHAVANO PARK PROPOSED BUDGET WORKSHEET AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND ADMINISTRATION

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	2022-2023 Y-T-D ACTUAL	PROJECTED YEAR END	( 2023-2 REQUESTED BUDGET	024) PROPOSED BUDGET
SERVICES 601-3055 BOND ISSUE COSTS 601-3087 CITIZEN COMMUNICATION TOTAL SERVICES	0 0	0 0	176,801 6,292 183,093	0 0 0	0 0	0 0	0 0	
INTERFUND TRANSFERS								
TOTAL ADMINISTRATION	0	0	183,093	0	0	0	0	

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CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2023

60 -STREET PROJECTS FUND PUBLIC WORKS

				(	2022-2023	) (	( 2023-2	2024)
EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES SERVICES								
603-3012 ENGINEERING - PHASE I	0	0	454,415	325,000	276,681	325,000	135,000	
603-3013 ENGINEERING - DEZAVALA	0	0	66,351	150,000	115,223	150,000	75,000	
TOTAL SERVICES	0	0	520 <b>,</b> 766	475 <b>,</b> 000	391 <b>,</b> 903	475 <b>,</b> 000	210,000	
CAPITAL OUTLAY  603-8085 CAPITAL - STREETS  PHASE I CONSTRUCTION 0  CONSTRUCTION INSPECTION 0	0 0.00 0.00	0	0	1,250,000	286,282	1,000,000	4,635,000 4,500 135	0,000 ,000
TOTAL CAPITAL OUTLAY	0	0	0	1,250,000	286,282	1,000,000	4,635,000	
TOTAL PUBLIC WORKS	0	0	520,766	1,725,000	678,186	1,475,000	4,845,000	
TOTAL EXPENDITURES	0	0	703,859	1,725,000	678 <b>,</b> 186	1,475,000	4,845,000	
REVENUE OVER/(UNDER) EXPENDITURES	0	0	9,512,798 ======	0	( 340,724)	( 1,061,000)	0	

## **ORDINANCE No. O-2023-014**

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF SHAVANO PARK, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; MAKING APPROPRIATIONS FOR EACH FUND AND DEPARTMENT; ESTABLISHING A SINKING FUND FOR EXISTING CITY FINANCIAL OBLIGATIONS; PROVIDING FOR THE LEVYING AND COLLECTION OF A SUFFICIENT TAX TO PAY THE INTEREST ON SUCH SINKING FUND OBLIGATIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE

**WHEREAS**, Section 102.002 of the Texas Local Government Code requires the City of Shavano Park, Texas (the "City") to prepare an annual budget;

**WHEREAS**, the City Manager of the City has submitted, in accordance with state law, such budget for the City for the fiscal year beginning October 1, 2023, and ending September 30, 2024;

**WHEREAS**, said budget has been filed with the City Secretary and has been available for inspection by any taxpayer at the City Secretary's office and on the City's website;

**WHEREAS**, proper and timely notice that public hearings on such proposed budget, stating the date, time, place and subject matter of said public hearings was given and made in accordance with the law and within the time limits set forth by law; and

**WHEREAS**, said public hearings were held in accordance with such notice.

# NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

- **Section 1.** The City hereby approves and adopts the budget, attached as <u>Exhibit A</u>, in all respects as the City's annual budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024.
- **Section 2.** The City Secretary is directed to maintain a certified copy of this Ordinance with a true copy of the attached budget.
- **Section 3.** The City Secretary is also directed to post the adopted budget and the budget cover page on the City's website.
- **Section 4.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**Section 5.** All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

**Section 6.** This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**Section 7.** If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

**Section 8.** It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

**Section 9.** This Ordinance shall be effective upon passage and publication as required by State and local law.

PASSED AND APPROVED this the 11th day of September 2023 for the first reading.

PASSED AND APPROVED this the 18th day of September 2023 for the second reading.

	Robert Werner Mayor	
ATTEST:		
Kristen M. Hetzel City Secretary		

A RESOLUTION OF THE CITY OF SHAVANO PARK, TEXAS, LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024 PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID

**Whereas**, pursuant to Ordinance No. 2023-014, the City Council of the City of Shavano Park, Texas, approved the municipal budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

**Whereas**, it is necessary that a resolution be passed levying an ad valorem tax on property both real, personal and mixed, within the corporate limits of the City of Shavano Park, Texas in accordance with such budget and the Texas Tax Code;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

**SECTION ONE:** There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Shavano Park (herein the "City") and to provide an Interest and Sinking fund for the 2022-2023 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City on January 1, 2023 subject to taxation, a tax of **§0.307742** on each \$100 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

- 1) For the maintenance and support of the general government (General Fund), **\$0.275342** on each \$100 valuation of property; and
- 2) For interest and sinking fund, \$0.0324000 on each \$100 valuation of property.

**SECTION TWO:** THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

**SECTION THREE**: That taxes levied under this Resolution shall be due October 1, 2023 and if not paid before February 1, 2024 shall immediately become delinquent.

**SECTION FOUR**: All taxes shall become a lien upon property against which assessed, and the Bexar County Tax Assessor - Collector as the assessor and collector of the City is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and resolutions of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from the date of the delinquency at the rate as prescribed by state law.

**SECTION FIVE**: That this Resolution shall take effect and be in force from and after its passage.

**SECTION SIX:** In case any section, phrase, or sentence of this Resolution shall be declared invalid for any reasons by a court of competent jurisdiction, such holding or finding shall not have the effect or result of invalidating any other section or part of this Resolution.

**SECTION SEVEN**: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business

to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

PASSED AND APPROVED THIS THE 18th DAY OF SEPTEMBER, 2023 by the following motion "To approve the total tax rate of \$0.307742, for a breakdown of Maintenance and Operation of \$0.275342 and Interest and Sinking of \$0.032400 on each \$100 valuation of property".

		Robert Werner MAYOR	
Attest:	Kristen M. Hetzel	-	
	City Secretary		

## Form 50-856

## 2023 Tax Rate Calculation Worksheet Taxing Units Other Than School Districts or Water Districts

SHAVANO PARK, CITY OF	
Taxing Unit Name	Phone (area code and number)
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements or Comptroller Form 50-884 Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts or Comptroller Form 50-860 Developed Water District Voter-Approval Tax Rate Worksheet.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

#### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>2022 total taxable value.</b> Enter the amount of 2022 taxable value on the 2022 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).	\$
2.	<b>2022 tax ceilings.</b> Counties, cities and junior college districts. Enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$_478,972,403
3.	Preliminary 2022 adjusted taxable value. Subtract Line 2 from Line 1.	\$
4.	2022 total adopted tax rate.	\$
5.	2022 taxable value lost because court appeals of ARB decisions reduced 2022 appraised value.  A. Original 2022 ARB values:	\$
6.	2022 taxable value subject to an appeal under Chapter 42, as of July 25.  A. 2022 ARB certified value:	\$
7.	2022 Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 503,970

<sup>&</sup>lt;sup>1</sup> Tex. Tax Code §26.012(14)

<sup>&</sup>lt;sup>2</sup> Tex. Tax Code §26.012(14) <sup>3</sup> Tex. Tax Code §26.012(13)

Tex. Tax Code §26.012(13) City of Shavano Park, Texas

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	2022 taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$
9.	2022 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2022. Enter the 2022 value of property in deannexed territory. 5	\$ <u> </u>
10.	2022 taxable value lost because property first qualified for an exemption in 2023. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2023 does not create a new exemption or reduce taxable value.  A. Absolute exemptions. Use 2022 market value:  S. 5,505,480  B. Partial exemptions. 2023 exemption amount or 2023 percentage exemption times 2022 value:  + \$  2,871,483  C. Value loss. Add A and B. 6	8,376,963
11.	2022 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2023. Use only properties that qualified in 2023 for the first time; do not use properties that qualified in 2022.  A. 2022 market value:  B. 2023 productivity or special appraised value:  - \$  C. Value loss. Subtract B from A. 7	\$
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$
13.	<b>2022 captured value of property in a TIF.</b> Enter the total value of 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2022 taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$_ <del>0</del>
14.	2022 total value. Subtract Line 12 and Line 13 from Line 8.	\$
15.	Adjusted 2022 total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$_3,270,465
16.	Taxes refunded for years preceding tax year 2022. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2022. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. 9	\$_3,010
17.	Adjusted 2022 levy with refunds and TIF adjustment. Add Lines 15 and 16. 10	\$_3,273,475
18.	Total 2023 taxable value on the 2023 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.   A. Certified values:  S. 1,579,873,856  B. Counties: Include railroad rolling stock values certified by the Comptroller's office:  + \$  C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:  D. Tax increment financing: Deduct the 2023 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2023 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.   12	
	E. Total 2023 value. Add A and B, then subtract C and D.	1,579,873,856

<sup>5</sup> Tex. Tax Code \$26.012(15)
6 Tex. Tax Code \$26.012(15)
7 Tex. Tax Code \$26.012(15)
8 Tex. Tax Code \$26.03(c)
8 Tex. Tax Code \$26.03(c)
10 Tex. Tax Code \$26.012(13)
10 Tex. Tax Code \$26.012(13)
11 Tex. Tax Code \$26.012(13)
12 Tex. Tax Code \$26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. 13	
	A. 2023 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. 14	
	B. 2023 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. 15	
	C. Total value under protest or not certified. Add A and B.	\$
20.	<b>2023 tax ceilings.</b> Counties, cities and junior colleges enter 2023 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. 16	\$\$
21.	2023 total taxable value. Add Lines 18E and 19C. Subtract Line 20. 17	\$_1,190,126,606
22.	Total 2023 taxable value of properties in territory annexed after Jan. 1, 2022. Include both real and personal property. Enter the 2023 value of property in territory annexed. 18	\$ <u>0</u>
23.	<b>Total 2023 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2022. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2022 and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2023. <sup>19</sup>	\$ <u>38,132,410</u>
24.	Total adjustments to the 2023 taxable value. Add Lines 22 and 23.	\$ 38,132,410
25.	Adjusted 2023 taxable value. Subtract Line 24 from Line 21.	\$ 1,151,994,196
26.	2023 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. 20	\$
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2023 county NNR tax rate. <sup>21</sup>	\$/\$100

### **SECTION 2: Voter-Approval Tax Rate**

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- 1. Maintenance and Operations (M&O) Tax Rate: The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- 2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	2022 M&O tax rate. Enter the 2022 M&O tax rate.	\$
29.	2022 taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the No-New-Revenue Tax Rate Worksheet.	\$

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)

<sup>14</sup> Tex. Tax Code §26.01(c)

<sup>15</sup> Tex. Tax Code §26.01(d)

<sup>16</sup> Tex. Tax Code §26.012(6)(B) 17 Tex. Tax Code §26.012(6)

Tex. Tax Code §26.012(6)
 Tex. Tax Code §26.012(17)

<sup>19</sup> Tex. Tax Code §26.012(17)

Tex. Tax Code §26.04(1) y of Shavano Park, Texas

Line		Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total 2	022 M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$
31.	Adjuste	ed 2022 levy for calculating NNR M&O rate.	
	Α.	M&O taxes refunded for years preceding tax year 2022. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. +\$	
	В.	2022 taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2023 captured appraised value in Line 18D, enter 0	
	C.	2022 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.	
	D.	2022 M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.	
	E.	Add Line 30 to 31D.	\$
32.	Adjuste	ed 2023 taxable value. Enter the amount in Line 25 of the No-New-Revenue Tax Rate Worksheet.	\$
33.	2023 N	NR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$
34.		ljustment for state criminal justice mandate. <sup>23</sup> pplicable or less than zero, enter 0.	
	A.	2023 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	
	В.	2022 state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies	
	c.	Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0/\$100	
	D.	Enter the rate calculated in C. If not applicable, enter 0.	\$ <u>0</u> _/\$100
35.		ljustment for indigent health care expenditures. <sup>24</sup> pplicable or less than zero, enter 0.	
	A.	2023 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on  July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose	
	В.	2022 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose	
	c.	Subtract B from A and divide by Line 32 and multiply by \$100. \$/\$100	
	D.	Enter the rate calculated in C. If not applicable, enter 0.	\$ 0 /\$100

<sup>&</sup>lt;sup>22</sup> [Reserved for expansion]

<sup>23</sup> Tex. Tax Code \$26.04411y of Shavano Park, Texas

<sup>24</sup> Tex. Tax Code \$26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. <sup>25</sup> If not applicable or less than zero, enter 0.	
	A. 2023 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose	
	B. 2022 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose	
	C. Subtract B from A and divide by Line 32 and multiply by \$100	
	<b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	\$/\$100
37.	Rate adjustment for county hospital expenditures. <sup>26</sup> If not applicable or less than zero, enter 0.  A. 2023 eligible county hospital expenditures. Enter the amount paid by the county or municipality	
	to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023	
	B. 2022 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022.	
	C. Subtract B from A and divide by Line 32 and multiply by \$100	
	<b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$/\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in 2022. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year	
	B. Expenditures for public safety in 2022. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year	
	C. Subtract B from A and divide by Line 32 and multiply by \$100	7,41
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$
39.	Adjusted 2023 NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$
40.	Adjustment for 2022 sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2022 should complete this line. These entities will deduct the sales tax gain rate for 2023 in Section 3. Other taxing units, enter zero.	-
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2022, if any.  Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent	
	B. Divide Line 40A by Line 32 and multiply by \$100	
	C. Add Line 40B to Line 39.	\$
41.	2023 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.  Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.  - or -  Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.273785/\$100
	CONTRACTOR OF THE PROPERTY OF	

<sup>25</sup> Tex. Tax Code \$26.0 (\*\*)
24 Tex. Tax Code \$26.0 (\*\*)
24 Tex. Tax Code \$26.0 (\*\*)
25 Tex. Tax Code \$26.0 (\*\*)
26 Tex. Tax Code \$26.0 (\*\*)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	Disaster Line 41 (D41): 2023 voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of  1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or  2) the third tax year after the tax year in which the disaster occurred  If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. 27 If the taxing unit does not qualify, do not complete	
	Disaster Line 41 (Line D41).	\$
42.	Total 2023 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:  (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses.  A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. 28  Enter debt amount	
		459,000
	E. Adjusted debt. Subtract B, C and D from A.	\$ 458,092
43.	Certified 2022 excess debt collections. Enter the amount certified by the collector. 29	\$
44.	Adjusted 2023 debt. Subtract Line 43 from Line 42E.	\$
45.	2023 anticipated collection rate.	
	A. Enter the 2023 anticipated collection rate certified by the collector. 30	
	B. Enter the 2022 actual collection rate. 99.10 %	
	C. Enter the 2021 actual collection rate. 99.61	
	D. Enter the 2020 actual collection rate. 99.54	
	E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. 31	99.10 %
46.	2023 debt adjusted for collections. Divide Line 44 by Line 45E.	\$ 385,611
47.	2023 total taxable value. Enter the amount on Line 21 of the No-New-Revenue Tax Rate Worksheet.	\$
48.	2023 debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$
49.	2023 voter-approval tax rate. Add Lines 41 and 48.	\$
D49.	Disaster Line 49 (D49): 2023 voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41.  Add Line D41 and 48.	\$/\$100

<sup>&</sup>lt;sup>27</sup> Tex. Tax Code §26.042(a)
<sup>28</sup> Tex. Tax Code §26.012(7)
<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)
<sup>30</sup> Tex. Tax Code §26.04(b) (b) (b) (c) Tex. Tax Code §26.04(b) (c) Tex. Tax Code §526.04(b) (c) Tex. Tax Code §52

Lin	e Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2023 county voter-approval tax rate.	\$

### SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	xable Sales. For taxing units that adopted the sales tax in November 2022 or May 2023, enter the Comptroller's estimate of taxable sales for e previous four quarters. 32 Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. xing units that adopted the sales tax before November 2022, enter 0.	
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. 33  Taxing units that adopted the sales tax in November 2022 or in May 2023. Multiply the amount on Line 51 by the sales tax rate (.01,	
	.005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> - or -  Taxing units that adopted the sales tax before November 2022. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$
53.	2023 total taxable value. Enter the amount from Line 21 of the No-New-Revenue Tax Rate Worksheet.	1,190,126,606
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	
55.	2023 NNR tax rate, unadjusted for sales tax. 35 Enter the rate from Line 26 or 27, as applicable, on the No-New-Revenue Tax Rate Worksheet.	\$/\$100
56.	2023 NNR tax rate, adjusted for sales tax.  Taxing units that adopted the sales tax in November 2022 or in May 2023. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2022.	\$
57.	<b>2023 voter-approval tax rate, unadjusted for sales tax.</b> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$
58.	2023 voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	0.306185 \$/\$100

### SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	ine Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet Amou				
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$			
60.	2023 total taxable value. Enter the amount from Line 21 of the No-New-Revenue Tax Rate Worksheet.	1,190,126,606			
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$			
62.	2023 voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$			

<sup>32</sup> Tex. Tax Code §26.041(d)

<sup>33</sup> Tex. Tax Code §26.041(i)

<sup>34</sup> Tex. Tax Code §26.041(d)

<sup>35</sup> Tex. Tax Code §26.04(c) 36 Tex. Tax Code §26.04(c)

<sup>&</sup>lt;sup>39</sup> Tex. Tax Code §26.045(d) of Shavano Park, Texas

#### SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate adjusted to remove the unused increment rate for the prior three years. 39 In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020; 40
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); 41 or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. 42

Individual components can be negative, but the overall rate would be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. 43

Line	Unused Increment Rate Worksheet	Amount/Rate			
63.	Year 3 component. Subtract the 2022 actual tax rate and the 2022 unused increment rate from the 2022 voter-approval tax rate.				
	<b>A.</b> Voter-approval tax rate (Line 67)				
	<b>B.</b> Unused increment rate (Line 66) \$ 0.022450 /\$100				
	<b>C.</b> Subtract B from A				
	<b>D.</b> Adopted Tax Rate. \$ 0.297742 /\$100				
	<b>E.</b> Subtract D from C \$ 0.006597 /\$100				
64.	Year 2 component. Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate.				
	A. Voter-approval tax rate (Line 67). \$ 0.310192 /\$100				
	<b>B.</b> Unused increment rate (Line 66). \$ 0.013382 /\$100				
	<b>C.</b> Subtract B from A				
	<b>D.</b> Adopted Tax Rate. \$ 0.287742 /\$100				
	<b>E.</b> Subtract D from C \$ 0.009068 /\$100				
65.	Year 1 component. Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate.				
	A. Voter-approval tax rate (Line 65)				
	<b>B.</b> Unused increment rate (Line 64)				
	<b>C.</b> Subtract B from A				
	<b>D.</b> Adopted Tax Rate. \$ 0.287742 /\$100				
	<b>E.</b> Subtract D from C \$ 0.013382 /\$100				
66.	2023 unused increment rate. Add Lines 63E, 64E and 65E.	\$ 0.029047 /\$100			
67.	Total 2023 voter-approval tax rate, including the unused increment rate. Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	\$ 0.335232 /\$100			

<sup>39</sup> Tex. Tax Code §26.013(a) 40 Tex. Tax Code §26.013(c)

<sup>41</sup> Tex. Tax Code §§26.0501(a) and (c)

<sup>42</sup> Tex. Local Gov't Code §120.007(d), effective Jan. 1, 2022

#### SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. 45

Line	De Minimis Rate Worksheet	Amount/Rate
68.	Adjusted 2023 NNR M&O tax rate. Enter the rate from Line 39 of the Voter-Approval Tax Rate Worksheet	\$
69.	2023 total taxable value. Enter the amount on Line 21 of the No-New-Revenue Tax Rate Worksheet.	\$\$
70.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 69 and multiply by \$100.	\$
71.	2023 debt rate. Enter the rate from Line 48 of the Voter-Approval Tax Rate Worksheet.	\$
72.	De minimis rate. Add Lines 68, 70 and 71.	\$

### SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.\*

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. 47

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	ne Emergency Revenue Rate Worksheet			
73.	2022 adopted tax rate. Enter the rate in Line 4 of the No-New-Revenue Tax Rate Worksheet.			
74.	Adjusted 2022 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.  If a disaster occurred in 2022 and the taxing unit calculated its 2022 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2022 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.  - or -  If a disaster occurred prior to 2022 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2022, complete the separate Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet to recalculate the voter-approval tax rate the taxing unit would have calculated in 2022 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. <sup>48</sup> Enter the final adjusted 2022 voter-approval tax rate from the worksheet.  - or -  If the taxing unit adopted a tax rate above the 2022 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.			
75.	i. Increase in 2022 tax rate due to disaster. Subtract Line 74 from Line 73.			
76.	6. Adjusted 2022 taxable value. Enter the amount in Line 14 of the No-New-Revenue Tax Rate Worksheet.			
77.	Emergency revenue. Multiply Line 75 by Line 76 and divide by \$100.			
78.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the No-New-Revenue Tax Rate Worksheet.	\$		
79.	Emergency revenue rate. Divide Line 77 by Line 78 and multiply by \$100. 49	\$		

<sup>46</sup> Tex. Tax Code §26.042(b)

<sup>47</sup> Tex. Tax Code §26.042(f)

<sup>\*\*</sup> Tex. Tax Code 526.0 Gity of Shavano Park, Texas 49 Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
	2023 voter-approval tax rate, adjusted for emergency revenue. Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	\$ <u>0.335232</u> _/\$100

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Indicate the applicable total tax rates as calculated above.		
No-new-revenue tax rate.  As applicable, enter the 2023 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).  Indicate the line number used: 26	\$_0.284157	/\$100
Voter-approval tax rate As applicable, enter the 2023 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue). Indicate the line number used: 67	\$ 0.335232	/\$100
De minimis rate	\$_0.338939	/\$100

### SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. <sup>50</sup>

print here		
	Printed Name of Taxing Unit Representative	
sign here		
	Taxing Unit Representative	Date

## Glossary

**ACCRUAL BASIS** - The recording of the financial effects of transactions and other events and circumstances on a government that have cash consequences in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

**ACTIVITY** - A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible. (e.g., police is an activity within the public safety function).

**AD VALOREM TAX** - A tax based on value (e.g., a property tax).

**AGENCY FUND** - A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

**AMORTIZATION** - Allocation of the cost of an intangible asset as an operational cost over the estimated useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

**APPROPRIATION** - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

**ASSESSED VALUATION** - A valuation set upon real estate or other property by a government as a basis for levying taxes.

**AUDIT -** A systematic examination of resource utilization. The audit is a test of management's internal accounting controls and is intended to verify financial positions and the legality of transactions; to identify improvements in accounting systems and accuracy and consistency of transactions; and to certify the stewardship of officials responsible for governmental funds.

**BALANCED BUDGET** - A term used to signify budgeted expenditures/expenses are equally offset by budgeted revenues. In some instances, reserves set aside for a specific use may be included to offset budgeted expenditures/expenses; i.e., fire equipment reserves set aside in prior fiscal years to replace outdated equipment in the current fiscal year.

**BASIS OF ACCOUNTING** - A term used to describe how revenues, expenditures, expenses, and transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

**BOND** - Bonds are used as long-term debt instruments to pay for capital expenditures. A bond is a written promise to pay a specified sum of money (principal) at a specified future date (maturity date), as well as periodic interest paid at a specified percentage of the principal (interest rate).

**BUDGET AMENDMENT** - A term used to refer to a change to the budget after its initial adoption. Reflects additional revenue or fund balance/retained earnings appropriations to fund expenditures/expenses not included in the original adopted budget.

**BUDGET TRANSFER** - A reallocation of appropriated funds between revenue or expenditure accounts.

**CAPITAL EXPENDITURES** - Expenditures resulting in the acquisition of or addition to the government's capital assets.

**CAPITAL IMPROVEMENT PROGRAM** - (CIP) A term used to refer to a group of related infrastructure improvements planned for the future. The program is generally either a five or a ten-year plan.

**CAPITAL PROJECTS FUND** - A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

**CASH BASIS** - A basis of accounting under which transactions are recognized only when cash is received or disbursed.

**DEBT SERVICE FUND** - A fund established to account for the accumulation of resources for and the payment of general long-term debt principal and interest (sometimes referred to as a Sinking Fund)

**DEBT SERVICE FUND REQUIREMENTS** - The resources which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

**DEBT SERVICE REQUIREMENTS** - The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

**DEFERRED REVENUE** - Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are an example of deferred revenue.

**DELINQUENT TAXES** - Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

**DEPRECIATION** - Allocation of the cost of a tangible fixed or capital asset as an operational cost over the projected useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

**ENTERPRISE FUND** - (1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or purposes.

**EXPENDITURES** - Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

**EXPENSES** - Reduction in net financial resources which represents the operational cost of doing business.

FIDUCIARY FUND - A fund used to account for assets that are held in trust for others.

**FISCAL YEAR** - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

**FRANCHISE** - A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

**FUND** - A fiscal and accounting entity with self-balancing accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

**FUND BALANCE** - The difference between fund assets and fund liabilities of governmental and similar trust funds

**FUND BALANCE – ASSIGNED** - An account used to segregate a portion of fund balance that is constrained by City Council's intent to be used for specific purposes.

**FUND BALANCE – COMMITTED -** An account used to segregate a portion of fund balance that can only be used for specific purposes according to constraints imposed by the City Council.

**FUND BALANCE-RESTRICTED FOR DEBT SERVICE** - An account used to segregate a portion of fund balance for resources legally restricted to the payment of general long-term debt principal and interest maturing in future years.

**FUND BALANCE-NONSPENDABLE -FOR PREPAID ITEMS** - An account used to segregate a portion of fund balance to indicate that prepaid items do not represent expendable financial resources even though they are a component of net current assets.

**FUND TYPE** - Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

**GENERAL FUND (GF)** - The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LONG-TERM DEBT - Long-term debt expected to be repaid from governmental funds.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES** (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

**GOVERNMENTAL FUND TYPES** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities except those accounted for in proprietary

funds and fiduciary funds. In essence, the funds are an accounting segregation of financial resources. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

**INTERFUND TRANSFERS** - All inter-fund transactions except loans, quasi-external transactions and reimbursements.

**INTERGOVERNMENTAL REVENUES** - Revenues from other governments in the forms of grants, entitlements, shared revenues or payment in lieu of taxes (PILOT).

**INTERNAL SERVICE FUND** - A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**INTEREST AND SINKING (I&S)** - The debt rate (I&S) is the component of the adopted tax rate of the taxing unit that will impose the amount of ad valorem taxes needed to fund the unit's debt service for the year.

**LEASE** - A contract that conveys control of the right to use another entity's nonfinancial asset, such as buildings, land, vehicles or equipment, as specified in the contract for a period of time in an exchange transaction. Criteria for accounting for leases is set forth in Governmental Accounting Standards Board Statement No. 87, *Leases*.

**LEVY** - (1) (Verb) to impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) the total amount of taxes, special assessments or service charges imposed by a government.

**LIABILITIES** - Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer or provide services to other entities in the future as a result of past transactions or events.

**MAINTENANCE** - The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs; replacement of parts, structural components and so forth, and other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

**MAINTENANCE & OPERATION (M&O)** - The component of the adopted tax rate of the taxing unit that will impose the amount of ad valorem taxes needed to fund maintenance and operation expenditures in the General Fund for the year.

**MAJOR FUND** - A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. Major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item. The General Fund is a defined major fund. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

MODIFIED ACCRUAL BASIS - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resources increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available to finance expenditures of the current." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditure either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis accounting.

**NON-MAJOR FUND** – A non-major fund is a fund whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are less than 10% of corresponding totals for all governmental or enterprise funds and less than 5% of the total amount for all governmental and enterprise funds for the same item. The non-major funds are typically aggregated in one column for reporting in the basic fund financial statements.

**OBJECT** - As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

**ORDINANCE** - A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**ORGANIZATIONAL-UNIT CLASSIFICATION (ORG UNIT)** - Expenditure classification according to responsibility centers within a government's organizational structure. Classification of expenditures by organizational unit is essential to fulfilling stewardship responsibility for individual government resources.

**PROPRIETARY FUND TYPES** - Also referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income,

financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

**RETAINED EARNINGS** - An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

**REVENUES** - (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

**SPECIAL REVENUE FUND** - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

**TAX RATE** - The amount of tax (M&O and I&S combined) stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property.) Adopted by Ordinance by the governing body.

**TAX ROLL** - The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

**TRUST FUNDS** - Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (a) expendable trust funds, (b) nonexpendable trust funds, (c) pension trust funds, and (d) agency funds.

**WORKING CAPITAL** - Operating liquidity, available to a business, organization or other entity, including governmental entities, that is calculated as Current Assets less Current Liabilities. Working capital is considered and evaluated in enterprise funds.

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.7 / 8.8

Prepared by: Brenda Morey Reviewed by: Bill Hill

## **AGENDA ITEM DESCRIPTION:**

6.3 Public Hearing – Proposed Tax Rate – FY 2023-24

**6.4** Discussion - Setting the City of Shavano Park 2023 total Tax Rate of \$0.307742 with the Maintenance & Operation rate being \$0.275342 and the Interest & Sinking rate being \$0.032400 and announcing the meeting to vote on the tax rate - City Manager

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**Attachments for Reference**:

a) Proposed Resolution R-2023-012

**BACKGROUND** / **HISTORY:** Per the Tax Code, Title 1. Property Tax Code, Subtitle D. Appraisal and Assessment, Chapter 26. Assessment, 26.05 Tax Rate. (a) "The governing body of each taxing unit, before the later of September 30 or the 60<sup>th</sup> day after the date the certified appraisal roll is received by the taxing unit, shall adopt a tax rate for the current tax year and shall notify the assessor for the unit of the rate adopted. The tax rate consists of the two components, each of which must be approved separately."

**DISCUSSION:** The City received the No-New-Revenue and the Voter-Approval Rate Calculation on July 31, 2023 which was prepared by Bexar County Tax Assessor Collector. CoSP City Council approved a motion to propose a tax rate of \$0.307742 per \$100 valuation on August 15, 2023. The tax rate proposed did exceed the No-New-Revenue but not the Voter-Approval rate, so a subsequent tax hearing is required. The required "Notice of Public Hearing on Tax Increase" was published on August 30, 2023 in the official city paper as well as on the City's website. The resolution and required motions reflect this tax rate.

Attached is a copy of the resolution providing for the required language within Section One with the breakdown of the M&O and I&S rate. As the total tax rate proposed is higher than the current FY2023 rate, section two of the resolution includes the required statement "THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.", per 26.05 (b) "the tax rate that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the taxing unit that exceeds the amount of taxes imposed for that purpose in the preceding year..."

**COURSES OF ACTION:** Motion to adopt Resolution R-2023-012 setting a total tax rate of \$0.307742, with the Maintenance & Operation rate being \$0.275342 and the Interest & Sinking rate being \$0.032400.

**FINANCIAL IMPACT:** various, depending on final approved tax rate.

**STAFF RECOMMENDATION:** The following statement must be read exactly in order to be in compliance.

"Motion to adopt Resolution R-2023-012 setting a total tax rate of \$0.307742, with the Maintenance & Operation rate being \$0.275342 and the Interest & Sinking rate being \$0.032400."

This action is to be done by record vote.

A RESOLUTION OF THE CITY OF SHAVANO PARK, TEXAS, LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024 PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID

**Whereas**, pursuant to Ordinance No. 2023-014, the City Council of the City of Shavano Park, Texas, approved the municipal budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

**Whereas**, it is necessary that a resolution be passed levying an ad valorem tax on property both real, personal and mixed, within the corporate limits of the City of Shavano Park, Texas in accordance with such budget and the Texas Tax Code;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

**SECTION ONE:** There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Shavano Park (herein the "City") and to provide an Interest and Sinking fund for the 2022-2023 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City on January 1, 2023 subject to taxation, a tax of **§0.307742** on each \$100 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

- 1) For the maintenance and support of the general government (General Fund), **\$0.275342** on each \$100 valuation of property; and
- 2) For interest and sinking fund, \$0.0324000 on each \$100 valuation of property.

**SECTION TWO:** THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

**SECTION THREE**: That taxes levied under this Resolution shall be due October 1, 2023 and if not paid before February 1, 2024 shall immediately become delinquent.

**SECTION FOUR**: All taxes shall become a lien upon property against which assessed, and the Bexar County Tax Assessor - Collector as the assessor and collector of the City is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and resolutions of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from the date of the delinquency at the rate as prescribed by state law.

**SECTION FIVE**: That this Resolution shall take effect and be in force from and after its passage.

**SECTION SIX:** In case any section, phrase, or sentence of this Resolution shall be declared invalid for any reasons by a court of competent jurisdiction, such holding or finding shall not have the effect or result of invalidating any other section or part of this Resolution.

**SECTION SEVEN**: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business

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to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

PASSED AND APPROVED THIS THE 18th DAY OF SEPTEMBER, 2023 by the following motion "To approve the total tax rate of \$0.307742, for a breakdown of Maintenance and Operation of \$0.275342 and Interest and Sinking of \$0.032400 on each \$100 valuation of property".

		Robert Werner MAYOR	
Attest:		_	
	Kristen M. Hetzel		
	City Secretary		

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.9

Prepared by: Brenda Morey Reviewed by: Bill Hill

**AGENDA ITEM DESCRIPTION:** Discussion / action - Record vote to ratify the property tax increase reflected in the FY 2023-24 budget (Record Vote) - City Council

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**Attachments for Reference**:

a) FY 2023 - 2024 Cover Page

**BACKGROUND / HISTORY:** Per the Local Government Code Title 4. Finances, Subtitle A. Municipal Finances, Chapter 102 Municipal Budgets, Section 102.007 (c) "adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget."

**DISCUSSION:** The approved adopted budget cover contains the following statement that corresponds with the above vote in 18-point or larger type. Also required under 102.007 Adoption of Budget (d), (3) & (4) is the property tax comparisons and total amount of municipal debt obligations. See the attached cover page included in the FY 2023-24 Budget for all required wording and comparisons.

**COURSES OF ACTION:** Take a Record vote to ratify the property tax increase reflected in the FY 2023–24 Adopted Budget.

FINANCIAL IMPACT: Various

**STAFF RECOMMENDATION:** Motion to "Take a Record vote to ratify the property tax increase reflected in the FY 2023-24 Adopted Budget."



This budget will raise more revenue from property taxes than last year's budget by an amount of \$549,490 which is a 12.65% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$115,537.

Record Vote on:	<b>Budget:</b>	<b>Tax Rate Ratify:</b>	
Mayor			
<b>Robert Werner</b>	(Votes o	nly in event of a tie)	
<b>Council Members</b>			
Konrad Kuykendall (Pro Tem	n)		
Albert Aleman			
Maggi Kautz			
Pete Miller			
Lee Powers			
Property Tax Rate Comparison:			
		FY 2023	FY 2024
Proposed Total Tax Rate		0.297742	0.307742
No-New-Revenue Total Tax	Rate	0.284198	0.284157
No-New-Revenue Maintena	nce & Opera	ations 0.261525	0.251757
Proposed Maintenance & O	perations	0.275069	0.275342
Voter-Approval Total Tax Ra	te	0.326789	0.335232
Debt Tax Rate (I&S)		0.022673	0.032400
De Minimis Tax Rate		0.341074	0.338939

Total debt obligation for the City of Shavano Park secured by property taxes: \$12,224,240\*

<sup>\*</sup>While debt obligations are secured by property taxes where appropriate and statutorily allowed, other funding sources are pledged to support a portion of that obligation.

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.10

Prepared by: Curtis Leeth Reviewed by: Bill Hill

### **AGENDA ITEM DESCRIPTION:**

Discussion / action — Ordinance O-2023-010 establishing the City of Shavano Park's 2023 Town Plan as the City's Comprehensive Plan (first reading)

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**Attachments for Reference:** 

1) 8.1a Ordinance O-2023-010

2) 8.1b 2023 Town Plan

**BACKGROUND / HISTORY: UPDATES** The Planning & Zoning Commission has been working on the 2023 Town Plan since the August 3, 2022 commission meeting after the following motion by City Council on July 25, 2022: "Motion to task the Planning & Zoning Commission to review the City's current Comprehensive Plan, and after public hearings, return to Council with proposed amendments for 2023 and future years."

At the July 24, 2023 City Council Meeting, held a public hearing on the Town Plan, and after discussion gained consensus to form a Council / P&Z group to review and present back to the City Council.

**DISCUSSION:** The 2023 Town Plan was crafted by the Planning and Zoning Commission between August 2022 and July 2023. The Commission held 8 public hearings that offered both in person and virtual attendance and issued six online surveys that received 276 responses (see table below.) Numerous efforts were made to gather resident input into the Town Plan, including four

Roadrunner newsletter articles, numerous social media posts across Facebook and Nextdoor, numerous text messages alerts sent to 120 people signed up under City Events text message group, and posterboards created for City events.

Survey	# of Responses
Commercial Development	63
Community Engagement	51
Property Maintenance & Zoning	84
Municipal Talent Management & Retention	41
Public Infrastructure	37
Total	276

The 2023 Town Plan is an 82-page document divided into six focus areas: (1) Community Engagement, (2) Commercial Development, (3) Property Maintenance Standards and Zoning, (4) Municipal Talent Management and Retention, (5) Public Infrastructure and (6) Long-Term City Finances. The document also comes an Executive Summary, along with introductory material and a Strengths, Weakness, Threats and Opportunities (SWOT) analysis.

## Changelog since last Town Plan presentation on July 24, 2023:

- Numerous minor wordsmithing edits
- Added map key to 1st page
- Updated the housing characteristics to the latest BCAD supplement for Shavano Bexar comparison
- Added over 65 tax freeze discussion
- Community Engagement: issue/action step for strategic relationships and write-up
- Commercial Development: issue/action step for market intelligence and write-up
  - Updated undeveloped land business maps
- **Property Maintenance:** issue/action step for period ordinance review and write-up
- Municipal Staff: issue/action step for labor market intelligence/benefits package and write-up
- **Public Infrastructure:** issue/action step to 1. extend life of city streets and 2. gateways and city properties and write-ups
  - Updated Street Maintenance Map Phase 1A / 1B organization
  - Updated the Fiber Map to remove future AT&T plans
- Long-Term Finances: Updated projections to use 2024 Budget figures; updated tax rate to the proposed FY2024 tax rate

Page numbers and formatting final check/review will be done before the 2<sup>nd</sup> reading. The cover page will be reworked prior to the final reading and approval.

#### **COURSES OF ACTION:**

- 1. Approve Ordinance O-2023-010 (first reading);
- 2. Schedule additional public hearings / discussion by City Council;
- 3. Send back to Planning & Zoning for additional public hearings / discussion; or
- 4. Decline Ordinance entirely and provide guidance to staff.

#### FINANCIAL IMPACT: N/A

**MOTION REQUESTED:** Motion to approve Ordinance O-2023-010 establishing the City of Shavano Park's 2023 Town Plan as the City's Comprehensive Plan (first reading).

AN ORDINANCE ESTABLISHING THE CITY OF SHAVANO PARK'S 2023 TOWN PLAN AS THE CITY'S COMPREHENSIVE PLAN; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS,** the City of Shavano Park may adopt a Comprehensive Plan under Chapter 213 of the Texas Local Government Code; and

**WHEREAS,** the City's 2023 Town Plan document has been thoroughly crafted and reviewed by the City's Planning & Zoning Commission; and

**WHEREAS,** the City Council of the City of Shavano Park desires the 2023 Town Plan document to serve as the comprehensive plan for long-rang development of the City;

NOW, THERFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

## I COMPREHENSIVE PLAN

The City of Shavano Park hereby approves and adopts 2023 Town Plan, attached as Exhibit A, in all respects as the City's Comprehensive Plan as described under Chapter 213 of the Texas Local Government Code.

## II CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

## III SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

# IV PROPER NOTICE AND MEETING

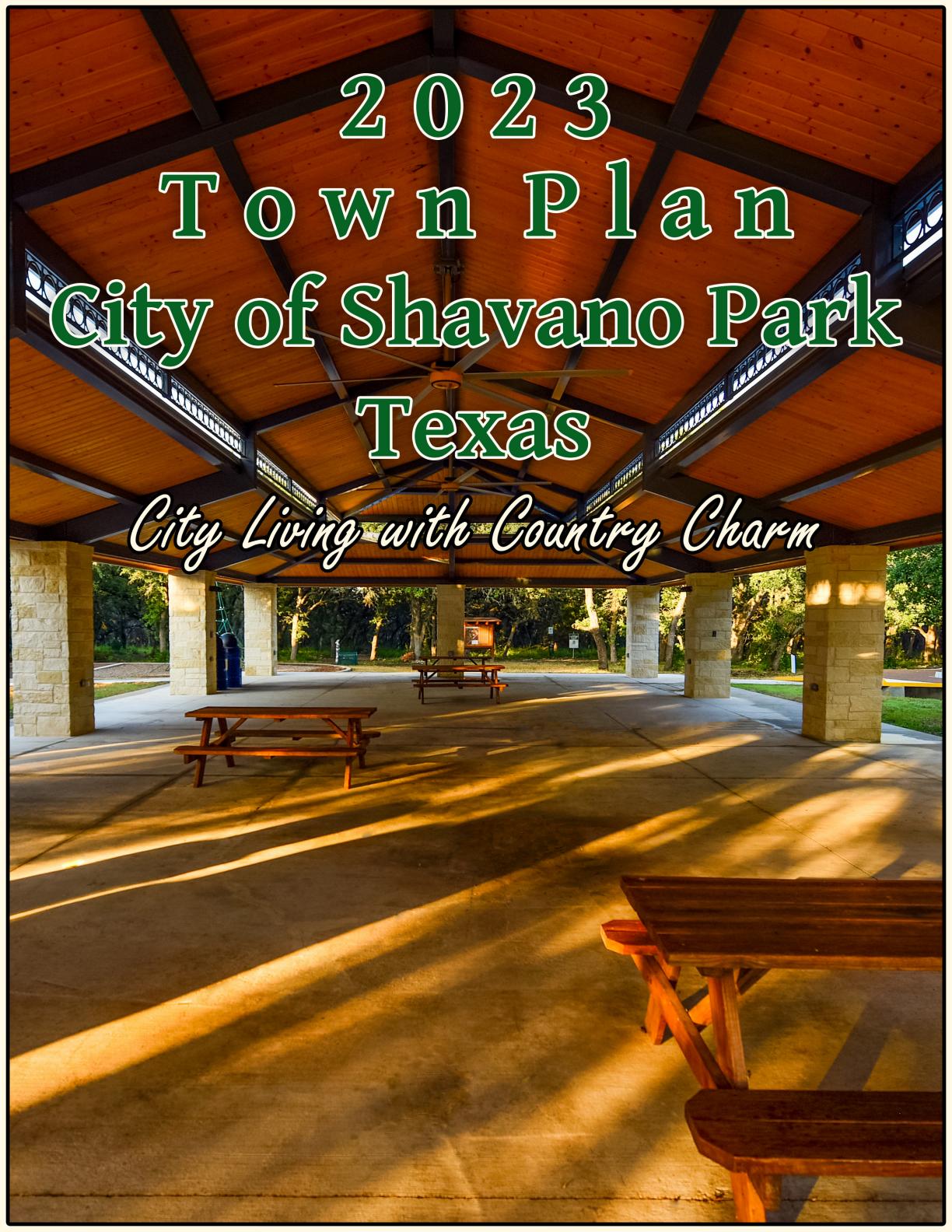
It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government

## V EFFECTIVE DATE

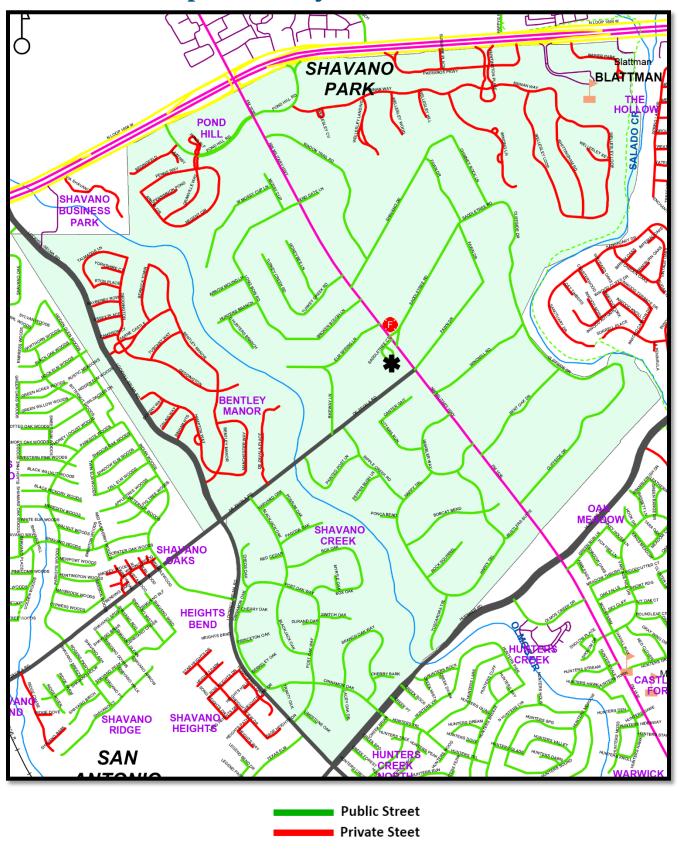
This ordinance shall be effective upon passage and publication as required by State and Local law.

**PASSED AND APPROVED** on the first reading by the City Council of the City of Shavano Park this the 24th day of July, 2023.

<b>PASSED AND APPROVED</b> on the second reading Shavano Park this the day of August, 2023	
	ROBERT WERNER, MAYOR
Attest:	
KRISTEN HETZEL, CITY SECRETARY	



# Map of the City of Shavano Park





In the next five years, the City of Shavano Park will enter a new era as it approaches full build-out. Because the City's previous growth provided funding for personnel, equipment and infrastructure initiatives while also maintaining one of the lowest municipal property tax rates in Bexar County, build-out has significant implications. The 2023 Town Plan prioritizes supporting and improving City features having completed prior building and infrastructure phases.

The focus of this document is to promote and foster high-quality neighborhoods and commercial developments further enhancing Shavano Park's appeal. our community faces challenges and opportunities addressed with planning and foresight. among the next five years' challenges and opportunities are four major issues. Our addressing them requires effective community communications to ensure residents understand and appreciate pending structural and financial implications.

- **1. Undeveloped commercial land.** The remaining 48 acres of undeveloped commercial land are integral to future City finances. As the last opportunity to attract businesses, they should generate City sales tax revenue to enable continued low property tax rates.
- 2. Infrastructure projects. City infrastructure demands include road maintenance, drainage, and the water utility system. Different City neighborhoods require varying levels of roadwork in the coming decades. The City-owned water utility system requires an assessment of necessary future investment. While multiple drainage issues have been tackled, localized and area drainage issues remain. Attention to financial management is important in addressing these large and sometimes expansive projects.
- **3. Personnel.** Retaining professional police, fire, emergency medical, public works, and administrative personnel is costly. Marketplace competition and spiraling healthcare costs compound the task. To maintain our status as a premier city in South Texas, Shavano Park must continue to prioritize staff retention.
- 4. Financial strategy. In addressing infrastructure challenges, our City will use all available funding options, including grants, municipal savings and current tax collections. Municipal debt will largely involve replacing old debt with new debt in five to seven year cycles, which will temper the size of incremental property tax rate increases necessary to achieve stable funding for regular infrastructure renewal. Savings will be managed with a systematic laddering of savings and current year tax collections to deliver cash on time, as opposed to reliance on money markets and general savings rates. Tax increases will be implemented as needed, with the goal to maintain annual rates at roughly 60% of the City of San Antonio tax rate.



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<u>Purpose of Planning</u> is to proactively anticipate and set the foundation for our future community improvements for residents and other stakeholders. Planning is a management process, concerned with defining goals for our future direction and determining the resources required to achieve those targets. Planning should always have a purpose. By remembering our community's history and planning for its future, we hope to meet the long-term needs of our residents and businesses.

## Purpose of the Town Plan

is to present a vision that shapes our community, capitalizes on major opportunities and addresses challenges. These include community engagement, commercial development, property maintenance standards and zoning, municipal talent management and retention, public infrastructure and long-term finances.

As a formal document, our Town Plan sets forth general issues and action steps stating our collective future vision. The Plan provides a foundation for our City's long-term growth and development with long-range public policy statements generally to be implemented over the next five years.

This document updates the 2018 Town Plan including updated resident input and progress made in previous planning areas. The 2023 Town Plan represents our collective vision for our community's future. We extend our thanks to the many community members for their support.



Cliffside Drive in Old Shavano Park

## <u>Public Participation and Input</u>

Public participation in the development of this document was a top priority for City Council, the Planning & Zoning Commission, and residents. Our entire community was invited to participate through online surveys and public hearings. Social media was a large part of the outreach for the 2023 Town Plan, including promotion via the City's TextMyGov texting service, Next Door, Facebook and Twitter. All public hearings had an option for virtual remote attendance. The mix of online and face-to-face input allowed residents multiple opportunities for convenient

participation. Hundreds of resident survey responses coupled with participation in the six Town Plan Public Hearings shaped our 2023 Town Plan.

In addition, Bitterblue, Inc., along with the City Police Chief and Finance Director, made presentations at public hearings to provide professional and technical details on some aspects of the Town Plan. These presentations ensured residents and the Planning & Zoning Commission had all the facts before them when discussing long-term planning for topics in the 2023 Town Plan.

#### Plan Review Process

As directed by City Council, the Planning & Zoning Commission periodically reviews the Plan. In the event City Council approves future projects that differ from the Plan's original intent, the City Council will amend this Plan to reflect those changes.

On July 25, 2022, City Council directed the Planning & Zoning Commission to update the 2018 Town Plan, thus initiating this process. The update process was conducted by the Planning & Zoning Commission from August 2022 to July 2023.

TOWN PLAN 2023



### **Developing our Community Vision**

The Planning & Zoning Commission together with City Staff hosted a public hearing to review the City's current Vision Statement and propose no changes from the current Vision Statement first written in 2018.

#### Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating our natural setting and small town traditions amid the surrounding area's urban growth.

Our vision is an aspirational description of what the City endeavors to be in the future, and it is intended to serve as an overarching guide. The City embraces two core aspirations in its vision statement:

- Shavano Park has become and continues to aspire to be the premier place in Bexar County to –
- Raise a family in safe neighborhoods
- Be a permanent home for many generations
- Provide a welcoming community for quality businesses, and
- Provide first-class services to residents. As we organize community events, engage in and encourage meaningful citizen participation, and deliver quality municipal services, we continue to



**Bentley Manor HOA subdivision** 

make Shavano Park an attractive community for our citizens now and into the future.

2) Shavano Park preserves and celebrates its natural setting and small town traditions amid the surrounding area's urban growth. Our City embraces its past as a small rural community while recognizing future challenges and opportunities, especially concerning the growth and development of the surrounding San Antonio metro area. This involves maintaining large residential lot sizes, zoning limitations on multi-family and commercial business uses in

residentially zoned neighborhoods and continuing efforts to protect the City's trees and abundant wildlife.

### **City Strategic Goals**

Among the strategic goals adopted by City Council each year as a part of the City's annual budget process are the following:

- 1. Provide excellent municipal services while anticipating future requirements;
- 2. Provide and protect a city-wide safe and secure environment;
- 3. Preserve City property values, protect fiscal resources and maintain financial discipline;
- 4. Maintain excellent infrastructure (buildings, streets and utilities);
- 5. Enhance and support commercial business activities and opportunities;
- 6. Enhance the City's image and maintain a rural atmosphere;
- 7. Promote effective communications and outreach with residents; and
- 8. Mitigate storm water runoff.

Our broad aspirational goals guide all City actions. Each budget year City Council and staff adopt numerous actionable objectives. Each spring, the City Manager reports to City Council on the progress and achievements made toward each objective.

## Official Slogan

On July 23, 2018, the City adopted *Shavano Park* – *City Living with Country Charm* as its official City slogan. The slogan captures the essence of living in Shavano Park. Living in Shavano Park means convenient access to employment, retail, high speed internet and San Antonio metro entertainment, coupled with residing on quiet, secluded streets with large spacious lots reminiscent of the Country. Our slogan also points towards Shavano Park's history as a quiet country town situated on ranch land between Camp Bullis and San Antonio.



Chimney Rock Road in Old Shavano Park



## History

### **City History**

The City of Shavano Park (originally known just as Shavano) is located in northwest Bexar County

at the edge of the Texas Hill Country. It is situated approximately twelve miles north of downtown San Antonio, and generally nestled between the Olmos and Salado Creeks. In the 1800's, A. De Zavala operated a general store just west of our city limits. In 1881, the U.S. Postal Service opened a post office nearby, with De Zavala as the first postmaster. In 1884, the San Antonio and Aransas Pass Railway established a small rail and switching station. During that time, Shavano was a stagecoach stop between San Antonio and Boerne. The original town had a saloon, carpenter, grocer and fifty residents. By 1896 the population grew to



1958 Cattle Drive on NW Military Highway

nearly 100 residents, before beginning a gradual decline.

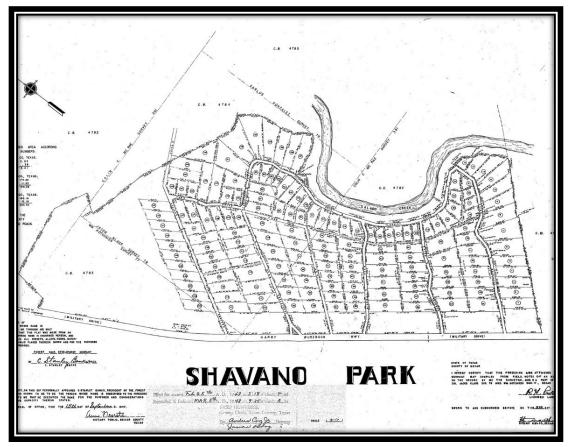


Shavano Park Volunteer Fire Department in 1952

By 1903, the Postal Service closed the post office and the site of the later township of Shavano Park became part of the Stowers Ranch. George Arthur Stowers came to Texas in 1889 and opened several successful furniture stores. The land Stowers acquired was originally part of a Spanish land grant. In 1947, Wallace Rogers and Sons purchased the land with plans for

additional development. At that time, the road system consisted of only NW Military Highway and De Zavala Road, and residential development had begun in the Cliffside subdivision east of NW Military Highway. On June 19, 1956, the City of Shavano Park was incorporated as a General Law City. In the mid-1960s, additional roads were added, including Loop 1604 to the north, Lockhill Selma Road to the west and Huebner Road to the south.

Today, the City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop 1604 to the north, Huebner Road to the south, Lockhill Selma to the west and Salado Creek to the east. The City encompasses approximately 3.3 square miles of land and has an estimated 3,524 residents. The City has come a long way from the rural cluster of homes east of NW Military Highway, as can be seen in this 1948 property plat of the original residential lots.



Original Plat of Shavano Park from 1948

## **Digital Archives**

BiblioTech, Bexar County's all-digital public library, worked with the 27 suburban cities of Bexar County, to create individual digital anthologies. Together, these anthologies reflect and preserve the rich, diverse histories found in Bexar County. The project was launched in 2018 to coincide with the 300th anniversary of the founding of San Antonio. To see the rich history of Shavano Park visit <a href="http://bexarbibliotecharchive.org/">http://bexarbibliotecharchive.org/</a>. This project was a joint effort by City Staff and volunteer residents. It includes sections on the City's military influence, personal histories written by residents, newsletters from 1966 to present, photographs, and the Shavano Park Women's Organization.



## **Demographic Analysis**

Residents are the most important aspect of our community. Demographic and other information regarding our City's residents provides a fundamental understanding of the nature of our community.

## **Population Growth**

Shavano Park's population increased 16% between the years of 2010 and 2020, due to the implementation of our annexation program adopted in 1999 and the development of new neighborhoods. These new neighborhoods are nearly built out and the City is dedicated to sustaining existing lots with single family homes, therefore the City's population is expected to remain stable in the future. In addition, the City's zoning ordinances prohibit multi-family re-

Population, 1970-2020				
Year	Population	Change	% Change	
1970	881			
1980	1,448	567	64%	
1990	1,708	260	18%	
2000	1,754	46	3%	
2010	3,035	1,281	73%	
2020	3,524	489	16%	
Source: United States Census Bureau				

developments that could increase population density.

<u>Growth factors</u> include the City's location in the majestic and beautiful foothills of the Hill Country in northern Bexar County, proximity to three major highways (Loop 1604, IH 10, and Wurzbach Parkway), the prestigious Northside Independent School District, easy commutes to employment centers and the airport, and plentiful shopping nearby.

## **Demographic Characteristics**

Shavano Park is a wealthy highly educated community.

Social Characteristics	Shavano Park	Bexar County
Population	3,524	2,059,530
Median Age	54.0	33.8
Bachelor's degree or higher	61.28%	30.00%
Median household income (in U.S. dollars)	\$194,531	\$62,169

Double the Bexar County percentage.

Triple the Bexar County median.

Source: United States Census Bureau, American Community Survey 2022 Estimates

Shavano Park is comprised of strong residential neighborhoods. Because the community has large lots, is safe, secure, and enjoys outstanding municipal services, residential property values are high.

Housing Characteristics	Shavano Park	Bexar County
Total single-family homes	1,450	559,566
Average value (in U.S. dollars)	\$936,616	\$310,579

Triple the Bexar County market average.

Source: The Bexar County Appraisal District, Certified Totals from 2022, Supplemental 248 (Update for 2023 #s?)

As is a primarily residential community, Shavano Park occupies in a prime location with easy access to nearby businesses, parks, the highway system of the greater San Antonio metropolitan area.

Economic Characteristics	Shavano Park	Bexar County
Number of Businesses	186	187,125

Source: United States Census Bureau, American Community Survey 2022 Estimates

TOWN PLAN 2023



# **Existing Conditions**

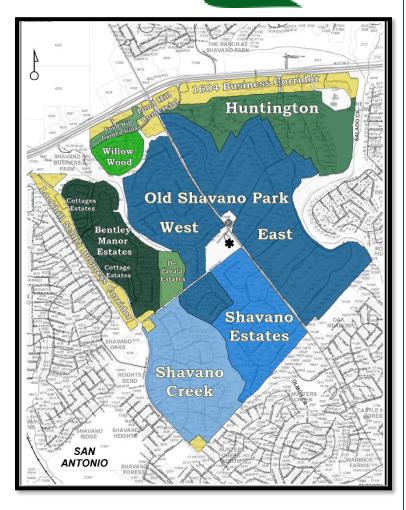
The City of Shavano Park is located in northwest Bexar County at the edge of the Texas Hill Country, approximately twelve miles north of downtown San Antonio, and along the Olmos and Salado Creeks.

The City of Shavano Park is a Type A General Law City operating under a Council/City Manager form of government consisting of five council members and a Mayor.

The City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop 1604 to the north, Huebner Road to the south, Lockhill Selma to the west and Salado Creek to the east. The City encompasses approximately 3.3 square miles of land and has an estimated 3,524 residents.

	City	2023 Tax Rate
	San Antonio	0.541610
	Hollywood Park	0.461700
	Castle Hills	0.508688
	Olmos Park	0.426806
	Alamo Heights	0.388051
	Terrell Hills	0.369784
	Fair Oaks Ranch	0.329100
	Shavano Park	0.297742
•		

Source: Bexar Appraisal District



## Ad Valorem Tax Rate

For tax year 2023, the ad valorem tax rate in the City was \$0.297742 per \$100 valuation. Shavano Park offers superior services in fire, emergency medical services, police, and public works while maintaining an ad valorem tax rate lower than many neighboring Bexar County cities and the Texas average.

In addition to a lower tax rate than many Bexar County cities, Shavano Park offers an over 65 property tax

freeze. Shavano Park was, in fact, the first City in Bexar County to implement an over 65 tax freeze in 2004, with San Antonio and Bexar County following suit in 2005. In contrast, other Bexar County cities that Shavano Park compares itself to have only recently started offering this tax freeze or do not offer it at all. Universal City and Fair Oaks Ranch began offering an over 65 tax freeze in 2021 and 2022, respectively, while Hollywood Park, Hill Country Village, Terrell Hills, and Windcrest do not offer it as of 2023.

## <u>City Neighborhoods</u>

The heart of the City of Shavano Park is our residential neighborhoods. The City offers a mix of traditional rural neighborhoods and contemporary gated subdivisions with homeowner associations. Below is a summary table of the City's neighborhoods and their key characteristics. Reference the map on the previous page for these neighborhoods' locations in the City.

## Neighborhood

### **Key Characteristics**

#### Old Shavano Park East



<u>History</u>: Developed in 1950s – 1960s

Minimum Lot Size: 1.0 acre

HOA: Non-HOA Zoning: A-1

Building Setbacks: Front: 80 ft; Side/Rear: 30 ft

Water Service: Shavano Park

Sewer Service: Homeowner owned septic

Old Shavano Park West



History: Developed in 1960s - 1970s

Minimum Lot Size: 0.7 acre

HOA: Non-HOA
Zoning: A-3

Building Setbacks: Front: 80 ft; Side/Rear: 30 ft

Water Service: Shavano Park

<u>Sewer Service</u>: Homeowner owned septic

History: Developed in 1970s - 1980s

Minimum Lot Size: 1.0 acre

HOA: Non-HOA Zoning: A-4

Building Setbacks: Front: 80 ft; Side/Rear: 30 ft

Water Service: Shavano Park

Sewer Service: Homeowner owned septic

**Shavano Estates** 



#### Shavano Creek



De Zavala Estates



**Bentley Manor Estates** 



Bentley Manor Cottage Estates



<u>History</u>: Developed in 1980s – 1990s

Minimum Lot Size: 0.7 acre HOA: Shavano Creek HOA

Zoning: A-2

Building Setbacks: Front: 56 ft (cul-de-sacs 35ft);

Side/Rear: 21 ft

<u>Water Service</u>: SAWS <u>Sewer Service</u>: SAWS

History: Developed in 1990s

Lot Size: 2 to 6 acres

HOA: De Zavala Estates POA

Zoning: A-5 PUD

Building Setbacks: Front: 80 ft; Side/Rear: 30 ft

Water Service: SAWS

<u>Sewer Service</u>: Homeowner owned septic

History: Developed in 2000s – 2010s

Minimum Lot Size: 0.7 acre HOA: Bentley Manor HOA

Zoning: A-2 PUD

Building Setbacks: Front: 56 ft (cul-de-sacs 35ft);

Side/Rear: 21 ft

<u>Water Service</u>: SAWS <u>Sewer Service</u>: SAWS

History: Developed in 2000s – 2010s

Minimum Lot Size: 0.15 acres HOA: Bentley Manor HOA

Zoning: CE-PUD

<u>Building Setbacks</u>: Front-entry garages: 25 ft, on culde-sacs: 20 ft; Side-entry garages: 15ft, on culde-sacs: 10ft; Side: 10 ft and zero lot line; Rear: 10 ft

<u>Water Service</u>: SAWS <u>Sewer Service</u>: SAWS

#### Willow Wood



Huntington



Pond Hill Garden Villas



<u>History</u>: Developed in 2000s – 2010s <u>Minimum Lot Size</u>: 15,000 square feet

**HOA**: Willow Wood HOA

Zoning: CE-PUD

Building Setbacks: Front: 30 ft; Side: 30 ft additive;

Rear: 21 ft

Water Service: SAWS
Sewer Service: SAWS

History: Developed in late 2000s – 2020s

Minimum Lot Size: 1.0 acre HOA: Huntington HOA

Zoning: A-1 PUD

Building Setbacks: Front: 80 ft; Side/Rear: 30 ft

<u>Water Service</u>: SAWS <u>Sewer Service</u>: SAWS

History: Developed in 2010s - 2020s

Minimum Lot Size: Governed by MXD Site Plan

**HOA**: Pond Hill Garden Villas HOA

Zoning: MXD

**Building Setbacks**: Governed by MXD Site Plan

<u>Water Service</u>: SAWS <u>Sewer Service</u>: SAWS

## **Zoning and Development**

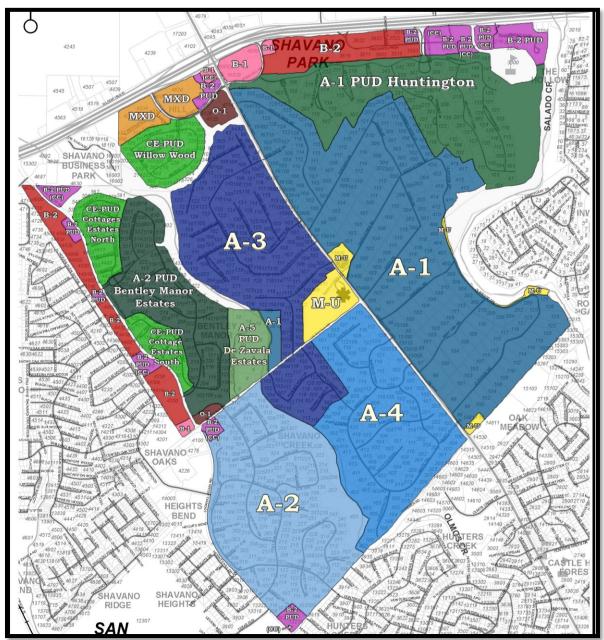
The City's zoning districts are designed so that residential and commercial developments meet the needs and desires of residents by providing for high-quality office, retail, and dining services, and single-family homes with both large and small lot configurations. Residential zoning is solely comprised of single-family residential classifications, as multi-family zoning is prohibited by City ordinance. Commercial zoning is located predominately along Lockhill Selma Road and Loop 1604, with limited additional commercial zoning located at the northeast and northwest corners of Lockhill Selma and De Zavala Roads. The City's zoning districts are as follows:

Zoning District	Zoning Use
A-1, A-2, A-3, A-4, A-5 PUD	Single Family Residential District
CE	Single Family Cottage Estate Residential District
0-1	Office District
B-1	Business District
B-2	Business District
M-U	Municipal Utility District
MXD	Mixed-Use District

The City's newer residential developments are zoned as either Planned Unit Development (PUD) districts or Mixed-Use zoning districts (MXD). These PUD and MXD zoning designations give developers the flexibility to design and build quality gated communities that provide multiple home and lot configurations. The Town Plan's vision for future commercial developments begins at page 31 and consideration for future property maintenance and zoning begins at page 38.

According to the City's primary developer, as of Spring 2023, there remain only 29 residential lots and 48 acres of commercial land to be developed.

## **Zoning Map**



Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

## **Local Schools**

Shavano Park is entirely within one of South Texas' premier school districts, the award-winning Northside Independent School District (NISD). NISD is the state's fourth largest school district, covering 355 square miles, which in the 2022-2023 school year operated 125 public schools with an enrollment of 101,976 children. NISD provides excellence in education and is an accredited

school district by the Texas Education Agency. The accreditation status is based on the academic accountability and financial ratings.

Shavano Park students attend Blattman Elementary School, located in the northeastern part of Shavano Park. The NISD middle school and high school serving Shavano Park's public school students are Hobby Middle School, located less than 3 miles from our City limits, and Tom C. Clark High School, located less than 2 miles from our City limits.



Shavano Park is also surrounded by a number of high quality private and charter schools. Two such schools located near Shavano Park are BASIS Shavano and Cornerstone Christian School.

### **Transportation**

The City of Shavano
Park is ideally located
within commuting
distance to major
shopping centers,
restaurants, banks,
schools, the Medical
Center, and the
University of Texas at



San Antonio. Additionally, the VIA Metropolitan Transit Authority provides public transportation services at most NW

\*\*Pond Hill near NW Military & Loop 1604\*\*

Military Dr., De Zavala

and Lockhill Selma intersections to locations throughout the metropolitan San Antonio area.

The City's three major thoroughfares are NW Military Highway, Lockhill Selma Road, and De Zavala Road. According to the Texas Department of Transportation (TxDOT), the average traffic count on NW Military Highway was 17,104 vehicles per day in 2021. This count is low, however, due to the ongoing construction on NW Military during 2021. In 2019, the pre-construction traffic count on NW Military was 20,607 vehicles per day. By comparison to 2010, the traffic count on NW Military Highway was 10,500 vehicles per day, indicating that in the past decade, traffic on NW Military has doubled.

The continued growth of the City of San Antonio has caused increased traffic congestion on its main thoroughfares of NW Military Highway, De Zavala Road, and Lockhill Selma Road. During the busiest times of the day, when the traffic count is at its highest, residents often find it difficult to safely turn onto or off NW Military Highway. The safety hazard for residents was the primary motivation for partnering with TxDOT on a project to widen NW Military Highway, create a continuous center turn lane, add bike lanes, and add sidewalks (see details on page 55). This project was a major focus of both the 2010 and 2018 Town Plans and is scheduled for completion in early 2024.

In addition to NW Military Highway, TxDOT has been upgrading road infrastructure around the City. In 2018, TxDOT constructed a westbound turnabout for the intersection of Loop 1604 Frontage Road and NW Military Highway. Since the 2018 Town Plan, TxDOT has been actively expanding Loop 1604, IH-10 and Highway 281 - all major throughways that surround the City. These projects should improve the traffic flow in our City and shorten residents' daily commutes.

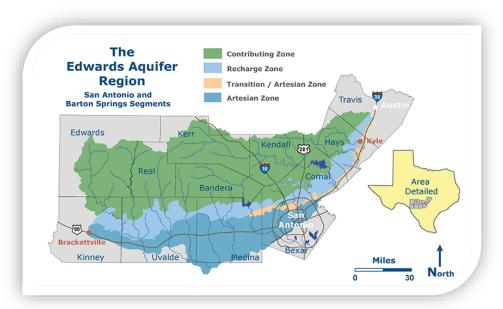
#### Dark Skies

When the United States Army expressed concerns regarding its ability to conduct Camp Bullis night training exercises due to excessive outdoor lighting within five-miles of the perimeter of Camp Bullis, Shavano Park established regulations for outdoor lighting. These regulations support the United States Army and the community of Shavano Park benefits from the reduction of light pollution in the City.



San Antonio region at night Night Lights imagery by NASA's Earth Observatory

## **Edwards Aquifer Recharge Zone**



The Edwards Aquifer is an underground layer of porous, honeycombed, water-bearing rock that is between 300 and 700 feet thick. The City is located entirely over the environmentally sensitive Edwards Aquifer Recharge Zone that stretches across north Bexar County. All development over the recharge zone is regulated by the Edwards Aquifer Authority (EAA) and requires Water Pollution Abatement Plans. Our City considers protecting the aquifer a serious duty and ensures all developments meet EAA and Texas Commission on Environmental Quality (TCEQ) standards. Towards these efforts, our City has built rain gardens at City Hall to collect parking lot runoff.

#### **Tree Preservation**

Beautiful heritage trees are one of our community's greatest assets. Trees preserve our attractive rural character, protect against soil erosion, encourage wildlife, and offer shade to homes. Visitors and residents alike regularly make comments about how our trees contribute to the allure and beauty of Shavano Park. In addition to our heritage trees, groves of "second generation trees" are found throughout the City. As a sign of City's commitment to protecting and preserving its native trees, the City has been a Tree City USA



Entrance to De Zavala Estates
POA subdivision

member since 2015, receiving Growth Awards in 2019 and 2020, and winning Arbor Day of the Year in 2018.



Live Oaks trees on the Municipal Tract

Established native trees within the City primarily include Live Oaks with a scattering of Burr, Red and Post Oaks, along with Bald Cypress, Mountain Laurels, Texas Persimmons, Cedar Elms, and an assortment of native species. Because a diversity of tree species adds to the aesthetic quality of the City and helps prevent the widespread devastation caused by single species disease or infestation, our community and conservation partners have distributed thousands of trees for residential planting beginning in 2015. By ordinance, sixteen native trees are protected as heritage trees during commercial development. Commercial business developers are required to conduct a tree survey of the development site and identify the location and diameter of all heritage trees. During commercial development, 25% of the collective diameter of trees must be preserved. In addition, ordinances require preserved heritage trees be protected from damage during construction. These preserved heritage trees add to the curb appeal of the City's neighborhoods and commercial areas.



In 2015 the Shavano Park Citizen's Tree Committee spearheaded the City's efforts to become a Tree City USA. This program, administered by the Arbor Day Foundation since 1976, recognizes communities committed to sound urban forestry management. Over 3,400 communities are a part of this program. A community is required to maintain a tree board, have a community tree ordinance, spend at least \$2 per capita on urban forestry and celebrate Arbor Day.



# Achievements & Awards

### **Scenic City**



The City of Shavano Park has been recognized as a Scenic City by the Scenic City Certification Program since 2016 (re-certified in 2021). Shavano Park maintains high-quality scenic standards for its roadways and public spaces. The Scenic City Certificate is a reflection of Shavano A Certified Scenic City Park's excellent civic leadership, great community pride, and strong

desire to maintain its rural character.

## National Wildlife Federation Community Wildlife Habitat

In 2018 the National Wildlife Federation certified the City a Community Wildlife Habitat, with 89 properties registered as safe habitats for native wildlife. At the time, Shavano Park was only the 4<sup>th</sup> community in the State of Texas to receive the certification. The City re-certified in 2021. The National Wildlife Federation's Community Wildlife Habitat program partners with cities, towns, counties, neighborhoods, and communities of all kinds to become healthier, greener, and more wildlife friendly.



Community Wildlife Habitats garden and landscape with wildlife in mind, promote the use of native trees and plants, work to reduce or eliminate the use of pesticides and chemicals, and integrate wildlife-friendly practices into sustainability plans and park master plans.

#### Firewise USA





Since 2016, Shavano Park has been recognized as a Firewise Community by the National Fire Protection Association. The residents of Shavano Park are active participants in creating a safer community by engaging in wildfire risk reduction activities and by celebrating Firewise Day each year. Since being recognized, the City has completed several projects to improve wildfire safety in the City and particularly on our municipal tract.

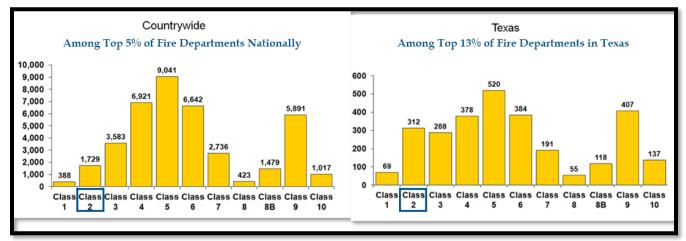
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## Insurance Services Office (ISO) Rating of 2

The Insurance Services Office (ISO) collects information on municipal fire protection efforts in communities and analyzes the data. ISO will then assign a Public Protection Classification ranging from 1 to 10, with 1 being the best. In 2016, the City of Shavano Park Fire Department received a classification of 2. The City will strive to maintain ISO Classification 2 for the next ISO review.



This classification places the Shavano Park Fire Department in elite company among the nation's fire departments. In addition, this rating entitles the residential and commercial property owners within the City of Shavano Park to receive the maximum credit on their insurance premiums.



Source: www.isomitigation.com

## Texas Police Chiefs Association Law Enforcement Best Practices Recognition

In 2018, the City of Shavano Police Department achieved "Recognized Status" for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program of the Texas Police Chiefs Association. The Department received re-accreditation in 2022. For 2022, the Shavano Park Police Department was one of Texas' 181 recognized and accredited departments, placing the City in the top 7% of the 2,716

law enforcement agencies in Texas. This recognition is based upon the policies, standards, and practices of the department following



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the 168 Best Practice Standards, and involves a comprehensive two-year agency process culminating in a two-day audit of all areas of the agency.

The men and women of the Shavano Park Police Department are commended for their hard work and dedication in obtaining this status.

See the Town Plan's vision for community policing on page 29.

## Government Finance Officers Association Distinguished Budget Award

In its commitment to financial transparency, the City of Shavano Park submits its Annual Budget to the Government Finance Officers Association (GFOA) for review under its Distinguished Budget Presentation Awards Program. The City has received this award a total of 12 times, including an 8-year streak from 2015 to 2022.

This program was established to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the



guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then recognize individual governments that succeed in achieving that goal. To earn recognition, budget documents must meet program criteria and excel as a policy document, financial plan, operations guide and communication tool.

## Superior Public Water System Rating

The Shavano Park Water Utility services roughly half the City (the other half is served by San Antonio Water System). It is proud to carry the designation of Superior Public Water System from the Texas Commission on Environmental Quality. The designation is about the overall water system operation and not just the quality of the drinking water. In addition to water quality, the requirements include factors related to treatment, pumping and storage capacity. To receive or maintain recognition as a superior water system, the system must be inspected and evaluated by commission personnel as to physical facilities, appearance and operation.



## 2023 Town Plan: Strengths, Weaknesses, Opportunities, and Threats

For the 2023 Town Plan the strengths, weaknesses, opportunities, and threats (SWOT) were reevaluated by the Planning & Zoning Commission. Twenty-one independent SWOT analyses were submitted to the Commission from City Council, members of various City boards and commissions and City staff.

SWOT analysis is a framework widely used in both the business and non-profit sectors to evaluate an organization's position and to develop strategic planning. SWOT analysis assesses internal and external factors, as well as current and future potential. A SWOT analysis is designed to facilitate a realistic, fact-based, data-driven look at the strengths and weaknesses of an organization, initiatives, or within its industry. The organization must avoid preconceived beliefs or gray areas and instead focus on real-life contexts to ensure accuracy. Organizations must use it as a guide and not necessarily as a prescription. This exercise helps the City identify those areas where energies and efforts must be focused in the future.

The focus areas of this Town Plan are as follows: (1) Community Engagement, (2) Commercial Development, (3) Property Maintenance and Zoning, (4) Municipal Talent Management and Retention, (5) Public Infrastructure and (6) Long-Term City Finances.

The SWOT analysis revealed the City of Shavano Park is a strong community of natural beauty with exceptional municipal services and financial health but faces aging infrastructure in need of repair and renewal. The ability to fund and repair the infrastructure while retaining staff is hampered by the limited growth potential and percentage of properties under tax freeze.



## Strengths

- Outstanding municipal services and leadership
- Location and natural beauty
- Sense of community
- Quality neighborhoods and commercial developments a desirable place to live
- Security and safety
- Fiscal discipline and low tax rate



## Weaknesses

- Aging infrastructure roads and water system
- Limited future residential and commercial development
- Limited future property tax and sales tax growth
- Increasing percentage of property under tax freeze
- Drainage and flooding



# **Opportunities**

- Influence future commercial developments to prioritize city needs
- Build a consensus for City's long-term financing strategy
- Foster community engagement
- Strengthen sense of community through use of Municipal Tract facilities and city events
- Leverage grant incentives and bond monies to renew infrastructure



## **Threats**

- External pressures of crime, traffic congestion and noise pollution
- Ability to retain professional City staff
- Environmental challenges, such as oak wilk
- Aging infrastructure



## **Community Engagement**

Community engagement is essential to keeping City government close to the people it serves. Shavano Park enjoys a small-town sense of community fostered through City events and festivities, the use of Municipal Tract facilities and resident volunteerism. The City depends on input from well-qualified volunteers serving on boards, commissions, and committees. Resident participation in Police programs like Neighborhood Watch helps the City maintain low crime rates.

The 2023 Town Plan envisions that our community will continue to prioritize community policing, maintain and grow the sense of community and preserve a strong tradition of volunteerism. By maintaining our vision, we will ensure we retain our safe and secure neighborhoods and the small-town sense of community so beloved by residents.

The 2023 Town Plan identifies the following Issues and Action Steps for the City in future Community Engagement:

#### Issues:

- Protect and foster Shavano Park's sense of community
- Secure and develop volunteers serving on City boards and commissions
- > Preserve Shavano Park's low crime rate
- Encourage and engage residents and businesses in the important role of preventing and investigating crimes
- Sustain the growing scope of City events and festivities
- Maintain the Municipal Tract's facilities
- Effectively communicate with residents and businesses
- Maintain continuity of strategic relationships with outside organizations
- Increase resident awareness, interest and participation

#### **Action Steps:**

- Encourage residents to sign up for City communications
- Recruit well-qualified volunteers for citizen Boards and Commissions
- Maintain and grow the City
   Neighborhood Watch program
- Enhance Police engagement with resident and business communities
- Continue Police priority of neighborhood patrols
- Explore parking improvements to accommodate community events
- Continue use of City events to engage and inform residents
- Assign owners to maintain existing strategic relationships and seek new strategic alliances
- Maintain and improve Municipal Tract facilities based upon resident feedback

### **Community Engagement**



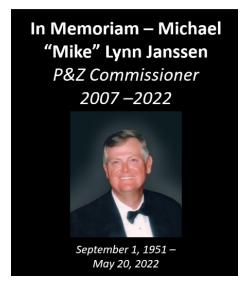
Residents enjoying a magic show during City event

Shavano Park enjoys a small-town sense of community fostered through City events and festivities, the use of Municipal Tract facilities and resident volunteerism. The City of Shavano Park has a long tradition of community engagement. In 1952, Shavano Park residents founded the Shavano Park Garden Club. As successor to the original organization, it still exists 70 years later as the Shavano Park Women's Organization (SPW). As a nonprofit organization supporting charitable, philanthropic, educational and community initiatives for the benefit of residents, the city the and larger community, SPW remains an important community group.

Most recently, residents indicated the top way they receive City communications is our Community Newsletter ("Roadrunner") followed by the TextMyGov service. A majority of resident input supports our community maintaining the current size and scope of City events and recognize that National Night Out is the top event they attended. Resident input also supports a desire to preserve the existing habitat of the Municipal Tract.

#### Resident Volunteerism

Shavano Park is blessed to have a large number of talented residents with considerable professional experience. Benefiting from such expertise, our community maintains multiple formal standing committees and informal project-specific working groups composed of resident volunteers. Formal standing committees are integral to our open city government and community achievements. Among the standing committees are the Planning and Zoning Committee (advise on zoning authority and development), Board of Adjustment (hear and grant zoning variances) and Water Advisory Committee (advise on the City's water system).



An example of a resident volunteer with a big impact on the City's development: Mike Janssen was on Planning and Zoning Commission during 2010 and 2018 Town Plans

Our City Council has a long tradition of asking talented residents to volunteer to serve in informal groups to assist the City on specific projects. Recent examples include the 2018-2019 Pavilion Committee that delivered recommendations on construction of the Municipal Tract Pavilion, NW Military Highway Beautification Committee formed in 2018 to help the City design landscaping proposals to beautify NW Military Highway after completion of the TxDOT project, Internet Working Group formed in 2022 to encourage internet service providers to install fiber direct to homes, and the Street Advisory Board formed in 2022 to provide expertise and recommendations on the City's \$10M bond street projects. These informal committees and boards give City Council valuable input on specific projects and help ensure project success. Future City Councils should maintain and promote opportunities for citizens to serve on boards and commissions as well as in specific projects.

## **Municipal Tract**



Playground & Pavilion on Municipal Tract

The Municipal Tract consists of approximately 23 acres of land and is located in the center of the City at the northwest intersection of DeZavala Road and NW Military Highway. In 2000, the Municipal Tract was deeded to the City by Rogers Shavano Ranch, Inc. (the Roger's Family) to be used for "general municipal, municipal recreation, and other community-oriented purposes and/or facilities."

The 1999 Proposed 20-Year Master Plan envisioned improvements to the municipal tract in phases. In Phase 1, it identified the building of "a new City Hall / Police Department facility, jogging/walking/biking paths/trails, minimal restroom facilities, picnic area and at least one medium-sized pavilion." Subsequent phases were not defined in detail but included considerations for recreational fields, sports courts and a civic center. After the



City Hall Patio near Pavilion

City Hall / Police Department facility was built along with the Bexar Metro 911 Center, no immediate improvements were implemented.

The 2010 Town Plan envisioned improvements that would create a "Town Center" where "neighbors could meet neighbors and children could safely play outdoors." Possible elements of the proposed City Center included: a "community center building to host City group functions and other social and professional

meetings; an outdoor area; a wellness area; and a natural buffer of trees." Beginning in 2015, incremental efforts were made to reduce fire hazards within the unimproved area, which was mostly overgrown with cedar trees. Improvements also included clearing an area parallel to DeZavala Road, installation of an access road to water Well #6, and the construction of a rain garden.

The 2018 Town Plan acknowledged that residents were divided regarding changes to the Municipal Tract, but that "any improvements should be based upon amenities desired by both current residents and those amenities that may be necessary to attract future residents". The Town Plan provided that City Council will make decisions regarding any changes to the Municipal Tract. In 2019, a Citizen's Amenities Committee was created and after receiving resident input the committee made recommendations for improvements that included a large pavilion, playscapes, a one-mile nature trail, and a restroom facility, which were soon after constructed.

Since the 2018 Town Plan, the City has constructed numerous Community facilities on the Municipal Tract:

- A 1-mile nature trail in 2019
- A large outdoor pavilion and playgrounds near City Hall in 2020-2021
- In front of the pavilion in 2022, a Veterans Memorial honoring three Shavano Park residents killed in action.





An additional 2022 change was permitting a Sunday farmer's market for 20 to 30 vendors in the municipal parking lot.

In 2023, incremental improvements to the Municipal Tract continued including construction of a shade structure and trail improvements partially funded by the Starr Family. Residents who participated in the Town Plan process stated a desire to preserve the existing natural habitat of the Municipal Tract.

Under the 2023 Town Plan, our community intends to maintain and incrementally improve the Municipal Tract as we look to resident feedback in prioritizing improvements.

### **City-Sponsored Events**

The City Council approves and schedules annual City-sponsored events. These events are family-fun activities encouraging gathering for seasonal festivities. Over the years, the events have grown steadily in scale and scope, attracting 200 – 500 residents depending on the event. City-





sponsored events have traditionally included the following: Arbor / Earth Day in mid-April, Independence Day Celebration around July 4th, National Night Out on the first Tuesday of October, Trunk or Treat near Halloween and an early December Holiday Festival. The City also offers a number of one-time service events – such as the Household Hazardous Waste Collection, E-waste recycling and secure paper shredding, and Drug Take-Back events.



Blattman Elementary Choir at City Hall Event

City events community promote engagement opportunities for area residents. The growing scope and scale of these events is likely to continue. Since many events partially occupy the main City Hall parking lot, parking is a challenge as vehicles park along NW Military Highway, DeZavala Road and overflow parking. Beginning in the 2022-2023 budget, City Council budgeted funds for parking improvements.

### **City Communications**

Communicating timely, accurate and relevant information to residents is both an important duty and a major role in building our sense of community. As facilitators, our City utilizes a number of communication tools, ranging from face-to-face engagement to digital communications, such as text messaging services, the Roadrunner community newsletter, City website

(www.shavanopark.org), City social accounts of Facebook, Twitter and Nextdoor, TextMyGov texting service and I-INFO email service. Many residents remain unaware of our multiple communication services. Many of the options listed were introduced since the 2018 Town Plan, and continued efforts to improve saturation are being made.



City's Website (www.shavanopark.org)

## Strategic Relationships & HOA Engagement

The City enjoys a number of strategic relationships with outside entities such as Bitterblue, Inc., the Texas Department of Transportation, elected state and federal representatives, internet service providers and various private businesses. Strategic relationships make possible the \$4M congressionally authorized funding for the De Zavala street and drainage project (see page X for details) and the investment in fiber internet direct to homes in Shavano Park. Even though many of these mutually beneficial relationships have grown organically over time, assuring their longevity and continuity presents a challenge. Identifying strategic relationships and assigning a key City official to proactively maintain and grow each relationship will create and facilitate future opportunities for our City.

In addition to outside entities, it is also important the City develop and maintain relationships with homeowner associations (HOAs) of the City. Building these relationships will help the City better understand the needs of citizens within these private communities.

## **Community Policing**



2022 National Night Out Poster Contest Winners

Community policing is a keystone of Shavano Park. It not only preserves and protects our small-town sense of community but is fundamental to maintaining the City's low crime rate. The Shavano Park Police Department recognizes the importance of interacting with the community as it maintains a number of community policing efforts.

The Police Department focus on neighborhood patrols provides high visibility in residential neighborhoods. Additionally, the department offers residents patrol-by and out-of-town home security checks. Police are also active in hosting free

community training and information events such as C.R.A.S.E. (Citizen Response to Active Shooter Events) / Stop the Bleed response training and female self-defense courses.

Our annual National Night Out (NNO) event is the primary opportunity for residents and our first responders to have personal interaction. NNO promotes residents receiving timely, accurate and relevant information from the Police Department in a transparent and trust-building manner.

By residents, businesses and our police department working together, the Neighborhood Watch program is vital in preventing and investigating crime:



Elementary by Shavano Park Police during Holidays festivities

• Preventing Crime. Residents and businesses play key roles in preventing crimes through both reporting suspicious activities and posting security warning signs (such as 'Under Surveillance,' 'Security Alarms,' or 'Neighborhood Watch' signs). Additionally, many residents actively participate in the Neighborhood Watch email program, providing a formal way for neighbors to watch out for each other and report suspicious activity.

Through the Neighborhood Watch program, the Police Department notifies hundreds of residents of nearby neighborhood criminal activity as warranted, by email and text messages. Through community vigilance, we discourage criminals from committing crimes in Shavano Park.

<u>Investigating Crime</u>. Residents and businesses also play a key role in investigating crimes.
 Many properties have security cameras monitoring and recording potentially valuable evidence to investigate and prosecute criminal cases. By residents and businesses joining

the Police Department's Community Security Camera program, we help the Police save valuable criminal investigation time. The Neighborhood Watch program also plays a role in investigating crimes as the Police Department may quickly solicit crime tips through email and text messages from the hundreds of Neighborhood Watch members. Our collaborative efforts facilitate the prompt investigation and prosecution of criminal activities.



Neighborhood Watch. The Shavano Park Neighborhood Watch is a
city-sponsored and managed program established by City Council.
The program currently exists mostly as a secure email and text
messaging service to about 200 residents, and as neighborhoods
select block captains, create Neighborhood Watch events, and
expand the existing email and text messaging services to include
more residents, the program will be more effective.



The Shavano Park Police Department achieved the Texas Police Chief's Association Best Practices accreditation in 2018 and 2022. This action must be undertaken every four years and is a yearlong process. Only 7% of Texas law enforcement agencies have this accreditation. See page 19 for details on this achievement.

As a community, we encourage residents to engage with the Police Department as we grow community policing efforts through our engagement and build on community relationships that can help prevent and investigate crimes.

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# Commercial Development

While most communities grow by annexation, our community is landlocked by San Antonio with only 48 acres remaining for future commercial development. Some of these 48 acres offer the opportunity for sales tax-generating businesses. In most cities, sales tax revenues are an important funding source for daily operations, infrastructure repair and replacement, and salaries enabling retention of essential staff. As our community continues to work with our City's land developer, continued efforts will be made to attract attractive retail and restaurant opportunities which will bring sales tax revenue and local services while preserving residential neighborhoods' quality of life.

This Town Plan identifies the following Issues and Action Steps for the City in future Commercial Development:

#### Issues:

- Attract more local access to commercial services – restaurants, retail, and medical
- Manage the tension between business development and maintaining residential quality of life
- Maintain the high-end aesthetics of existing commercial developments
- Develop a sales tax revenue plan to help fund infrastructure repair/enhancement operating expenses
- Consider zoning enhancements to encourage business developments compatible with City goals
- <u>Limited market intelligence of</u>
   <u>commercial trends, vacancy rates and</u>
   developments

#### **Action Steps:**

- Continue to work closely with Bitterblue to influence optimal new development
- Maintain strict restrictions on business signage
- Maintain restricted allowable business uses, while monitoring market changes for additions
- Maintain reasonable and enforceable commercial property maintenance standards
- Promote commercial developments for the 22-acre tract, including Planned Unit Development flexibility
- Explore zoning and development opportunities for the 4.45-acre tract of land on Pond Hill West
- Consider joining regional economic partnerships
- Develop in-house market knowledge for use in marketing the City's commercial real estate attractiveness

#### <u>Current Business Community</u>

The existing commercial areas of Shavano Park are located primarily along Loop 1604 frontage road and Lockhill Selma Road. These are part of the prime north central area of metropolitan San Antonio. Shavano Park is surrounded by the City of San Antonio, and a variety of shopping centers, restaurants and medical facilities are within a few miles of our community. The majority



of our City's commercial developments are office, medical and assisted living facility uses. Other developments include convenience stores, upscale restaurants, coffee shops, fast food and a private tennis club. Almost all City businesses were developed after 2000.

Most undeveloped commercial land is managed by one developer, Bitterblue, Inc., who works closely with our City to develop upscale commercial buildings and properties. It is important to remember that the City does not own the remaining undeveloped land and has limited influence over commercial development. However, Bitterblue's long-term vision for Shavano Park has focused on building value and City leaders have invested years of effort in shaping development issues, which it will continue to do for the remaining commercial tracts.

Collectively, community residents desire walkable and bikeable commercial development with green spaces to enhance the overall aesthetic. Residents of our City have long valued curb appeal through strong zoning rules, building regulations and signage restrictions, including adoption of Property Maintenance Standards for commercial properties to help ensure the existing business properties maintain high standards as they age. The 2024-2025 planned completion of sidewalks to De Zavala Road and the early 2024 completion of the NW Military project adding sidewalks and bike lanes will make the City's commercial developments more accessible for residents by bike or by foot.

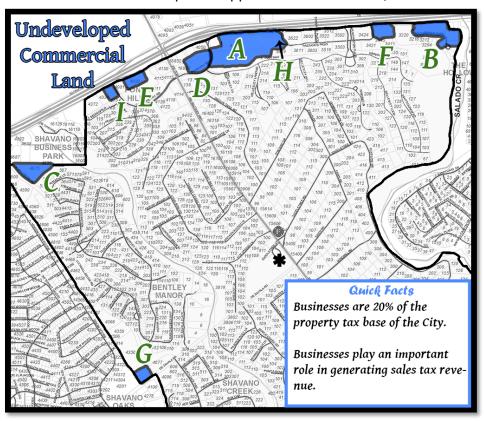
In the Town Plan update process, our residents affirmed their desire for more local commercial services, including restaurants, retail, gourmet shops and medical services (while rejecting other business types and expressing support for commercial property maintenance standards to ensure commercial properties remain a well-maintained upscale appearance.

### Business Market Intelligence

The City has limited business market intelligence for trends in commercial real estate and development. The importance of the remaining 48 acres to the future of Shavano Park means the City should take greater initiative in shaping development of these lots. In addition, it is in the City's interest to monitor vacancies in existing commercial properties, as vacancy is both a local economic indicator of stress in the business community and vacant properties can fall into disrepair and become hotspots for criminal activity. City should consider joining regional economic partnerships and accessing commercial real estate publications to increase business market intelligence.

## **Future Development**

Future commercial development opportunities are limited, as follows:



Undeveloped commercial lots are in blue

Note: all but one of these lots are on the edges of Shavano Park along 1604 frontage road

- <u>A.</u> 22-acre tract near Huntington, in early planning stages for a possible hotel development (zoned B-2)
- **B.** 6.85 acres in Napier Park Office complex east of Blattman Elementary, pre-planned for small office (zoned B-2 PUD)
- <u>C.</u> 5.08-acre tract at north end of Lockhill-Selma, pre-planned for medical (zoned B-2 PUD)
- <u>D.</u> 4.45-acre tract in the Pond Hill east commercial, pre-planned for a mix of restaurant / retail (zoned B-1)

- E. 2.85-acre tract near Pond Hill west and 1604 frontage (east bound), pre-planned for a restaurant (zoned B-2 PUD)
- **<u>F.</u>** 2.52-acre tract near Huntington West Office Building on 1604 frontage (east bound), pre-planned for future commercial (zoned B-2 PUD)
- <u>G.</u> 2.2-acre tract on the northwest corner of Lockhill Selma and De Zavala Road, preplanned for retail / medical (zoned B-1)
- <u>H.</u> Two 1-acre tracts on Pond Hill east near Huntington, pre-planned for retail/medical (zoned B-2)
- <u>I.</u> 1.27-acre tract near Pond Hill west and 1604 frontage (east bound), pre-planned for office (zoned Mixed-Use District)



**Developments A and H: 1604 frontage near Huntington** 





<u>Development C:</u> North end of Lockhill-Selma Road



<u>Development D</u>: Pond Hill East Commercial



<u>Developments E and I</u>: Pond Hill West Office & Restaurant



<u>Development F</u>: 1604 frontage near Huntington West Office



<u>Development G</u>: Northwest corner of Lockhill Selma Road & De Zavala Road





# property Maintenance Standards

As a premier community with a mixture of residential districts. Our community has both original neighborhoods with a rural aesthetic and modern gated subdivisions with homeowner associations. Zoning regulations control where and what type of residential developments may occur, and property maintenance standards dictate property owner responsibilities and minimum conditions allowed. Together they play a key role in preserving the City's property values and natural beauty. The City's regulatory zoning power is the most significant way for the City to safeguard its single-family residential character. For example, zoning ordinances presently prevent the redevelopment of existing residences to multi-family uses, short-term rental uses, and the subdivision of lots. Below each neighborhood's minimum acreage. The City's regulatory power for property maintenance is generally limited to health, safety and welfare, which are used to protect the future, preserve property values and grow long-term value. With a focus on property maintenance, we preserve and enhance the unique character of our City.

The 2023 Town Plan identifies the following Issues and Action Steps for the City in future regulating of Property Maintenance Standards and Zoning:

#### Issues:

- Support single-family character of the City's residential zoning districts
- Pressure for denser residential developments by sub-dividing lots or allowing multi-family uses
- Consider modification of limit to multiple accessory buildings
- Balance short-term rental interests with community and individual property expectations
- Balance the interest of the community vs individual property rights
- > Enhance property values
- Monitor the increasing trend toward the redevelopment of older residential properties
- Keeping City Ordinances up to date ensure cohesiveness and alignment with community vision

#### **Action Steps:**

- Maintain minimum lot size and single-family occupancy in residential zoning districts
- Maintain prohibition on short-term rental in residential zoning districts
- Adopt and maintain property maintenance standards that are reasonable, understandable, and enforceable while avoiding overly burdensome regulations
- Be attentive to residential feedback on property maintenance standards
- Limit new regulations concerning "tear down and rebuild" of old residential properties
- Consider health, safety, and welfare property maintenance standards for residential properties
- > Establish a periodic ordinance review program

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# Characteristics of Shavano Park's Residential Neighborhoods

The heart of the City of Shavano Park is our residential neighborhoods. We have both original neighborhoods with a rural aesthetic and modern gated subdivisions with homeowner associations. The distinguishing feature of Shavano Park's residential neighborhoods is our single-family character, as defined and enforced under our City Zoning Ordinances. Our zoning authority comes from State Law, which allows certain subdivision controls, including both density and population. A key aspect of our single-family character is the stipulation that each lot is designated as one dwelling unit to be occupied by the owner and the owner's family or by a rental tenant under a long-term lease. Current zoning prohibits short-term rentals of less than 90 days. Our City has no areas zoned for multifamily developments or short-term rental properties.

Definition from City Zoning Ordinance, Chapter 36:

Single-family residence means a structure designed for use as one dwelling unit and actually used for permanent or seasonal occupation by the owner, the owner's family or long-term rental tenant under a written long-term rental agreement as a principal residence where the owner, owner's family or long-term rental tenant intends to maintain a permanent or long-term residence. Short-term rentals are expressly excluded from this definition and shall not constitute single-family residential use.

This "one lot, one home, one family" characteristic is reinforced by other zoning rules that shape the nature of Shavano Park residential neighborhoods. See Zoning map on the following page.

Zoning Rule	Rule in Brief	Impact
Single-family	All residential areas require single-family	Prevents homes being converted
Use	use, defined as blood relations + 1 unrelated	into duplexes, town homes or
	person	other multi-family residences
Minimum	A-1 and A-4: 1 acre	Prevents subdividing of existing
lot size	A-2, A-3 and A-5 PUD: <b>0.7</b> acre	lots and creation of denser
requirement	Smaller lots sizes only for cottage estate	neighborhoods beyond the 1.0 or
	neighborhoods	0.7 acre standards
Minimum gross	A-1: 1,600 square feet	Prevents construction of smaller
floor areas	A-2, A-3, A-4 and A-5 PUD: 1,800 square feet	homes found in denser urban
	Cottage estates: 2,000 square feet or more	neighborhoods
Short term	Rental of real property for a period shorter	Prevents short-term rental
rentals	than 90 consecutive days is prohibited City-	properties from disrupting
prohibited	wide	residential neighborhoods
Building setback	Only small portable buildings and other	Creates lower density
lines	minor items are allowed in building setbacks	neighborhoods; prevents
		subdividing into smaller lots
Accessory	Accessory buildings are limited to 20% of the	Prevents a single lot being filled
Buildings	rear yard; cannot be built in setbacks; must	with multiple accessory buildings
	conform to single-family rule	for habitation

TOWN PLAN 2023

# Zoning districts correspond to the following residential neighborhoods:

A-1: Old Shavano Park EastA-1 PUD: Huntington HOA

• A-2: Shavano Creek HOA

• A-2 PUD: Bentley Manor HOA

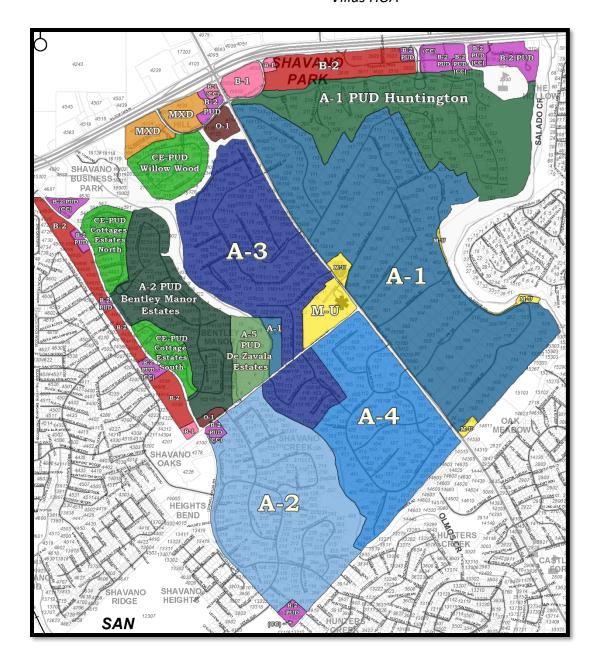
• A-3: Old Shavano Park West

• A-4: Shavano Estates

• A-5 PUD: DeZavala Estates POA

 CE-PUD: Cottage Estates in Bentley Manor HOA and Willow Wood HOA

 Mixed-Use District (MXD): Pond Hill Garden Villas HOA



Universally, residential input has voiced strong support for City zoning rules prohibiting multi-family developments and short-term rentals for residential neighborhoods. Residents support a balance between individual property rights and community interest in maintaining properties. Finally, residents do not oppose the tear down and rebuild of older neighborhoods.

This town plan envisions future City leaders maintaining these zoning rules to preserve the single-family residential character of the City.

## **Property Maintenance Standards**

An important tool in preserving the attractive character of commercial and residential properties is property maintenance standards. For each property type, our community delicately balances the sometimes conflicting interests of community, neighbor and individual property rights. Conflicting opinions exist, and managing the tension is critical.

# Widely spaced homes, set back from the street, in Old Shavano Park West (A-3)



Denser homes, closer to the street, in Pond Hill Garden Villas (MXD)



As properties age, structures require more maintenance and occasional renovations for structural soundness, functionality and curb appeal. Beyond our community, poorly maintained individual structures and neighborhoods generally lead to depressed property values, vandalism, and crime. Accordingly, enforcement of minimum property maintenance standards is not just about sustaining neighborhoods. It is essential to the success of our community's vision as the premier community of Bexar County.

In addition, it is necessary to periodically review existing City ordinances to ensure cohesiveness and alignment with the City vision. This programmatic approach to ordinance review will aid City code compliance by updating infrequently referenced ordinances so they remain reasonable, understandable and enforceable

Generally, properties in HOA neighborhoods are governed subject to more extensive property maintenance standards, such as covenants, conditions and restrictions (CCRs) and an HOA permit approval process. The City's sole role in HOA property management is compliance with the city permit process, and the City is not responsible for monitoring compliance with HOA standards.



Property maintenance is essential to protecting the welfare, attractiveness, and character of every community against unsafe and unhealthful conditions and deterioration. As City Council adopts property maintenance standard changes, it will continue to balance reasonable, understandable, and enforceable standards against the creation of burdensome regulations. In doing so, both the City Council and Planning and Zoning Commission are challenged to remain attentive and responsive to resident and business feedback.

## The Tear Down and Rebuild of Older Homes

The City has the authority to regulate the redevelopment of existing residential lots. As homes age and properties accumulate value, there is a growing trend to demolish older homes and erect new structures. Some home buyers understandably want to construct a modern home meeting their desired amenities and tastes. When these new homes are constructed, our City treats the building as a new build subject to current City zoning and



technical code standards. As of 2023, the City currently charges no fee for a demolition permit to tear down a building, lowering the overall costs of a redevelopment project.

Redevelopment of existing lots increases the property values of those parcels, nearby tracts and overall community property values. As the City nears total build-out, redevelopment activity will drive property value growth. In the absence of widespread resident objection, regulations hindering the redevelopment of older residential properties is doubtful.



# Municipal Talent Management and Retention

Shavano Park's development into a premier community of Bexar County over the past two decades owes much to the leadership of talented City staff. The City presently has high-performing and professional Police, Fire, Public Works, Water and Administration departments led by a City Manager. Personnel expense is the most significant annual budgetary cost, which is anticipated to continue to grow with inflation, labor market competition, and rising healthcare costs. Due to the City's small and quiet nature, recruiting Police and Fire candidates is challenging. While our community is a desirable place to live, some candidates may find its lack of "action" professionally unattractive. It is a continuing challenge to hire and retain highly qualified professional staff. Adopting best-in class practices in human resource processes and approach can help Shavano Park be a great place to work.

This Town Plan identifies the following Issues and Action Steps for the City in future Municipal Talent and Retention:

#### **Issues:**

- Manage large city labor market competition
- Respond to inflation, health insurance costs escalation and labor competition
- Limited labor market intelligence
- Meet and exceed community high customer service expectations
- Address limited department promotion opportunities
- Maintain and acquire up to date equipment
- Acknowledge that many Police and Fire candidates prefer careers in communities with more crime and fires
- Cross-train administrative staff to perform multiple job tasks and roles
- Balance budgetary priorities with fiscal requirements and constraints

#### **Action Steps:**

- Make fiscally prudent decisions to hire and retain a highly qualified professional City staff
- Maintain annual compensation study, employee reviews and periodic staff surveys
- Expand salary survey to include comprehensive benefits package
- > Annually, identify positions and job skills difficult to hire and retain and focus resources as needed
- Maintain City website as digital face of the City for potential applicants
- Review HR policies and bring in best-in-class approach where needed
- Offer increased training opportunities and hiring incentives
- Prioritize development/retention of key leaders and top talent
- Focus on team-building and consider affordable work perks
- Encourage Director input on innovative incentives and work/life balance

TOWN PLAN 2023

# **Development of a Professional City Staff**

Incorporated as a municipality in 1956 with little annual revenue, the City was formed and operated by volunteers for many years. In addition to the elected officials, positions such as the Fire Chief, Town Marshal, City Clerk, Building Inspector, Tax Assessor Collector, and Water Board

were filled by residents. As responsibilities increased, parttime and full-time staff were incrementally added. In 1971, the City hired its first police officer, yet the Fire Department remained an all-volunteer force until 1991. A part-time municipal Court Clerk and Public Works Director was added in subsequent years. In 1997, the City adopted a city manager form of government, and the first City Manager was hired.



Shavano Park Volunteer Fire Department in 1952

As of 2023, the full-time staff was 51 positions, which are supported by qualified contracted specialists of legal, engineering, building inspection, health inspector, judge, and prosecutor. Factors influencing staff municipal talent management and retention are influenced generally by compensation, professional development, growth opportunities and job satisfaction.



Shavano Park Fire Department in 2023

Compensation. Throughout the evolution of Shavano Park, it has been a constant challenge to hire and retain professional staff while balancing competing demands and limited revenues. The Fire and Police Departments have often been a training ground for other agencies as some of our best leave for career

advancement. Nevertheless, over the years highly talented staff have contributed significantly to the City's growth into a premier community in Bexar County. The City has built high-performing and professional Police, Fire, Public Works and Administrative departments led by

the City Manager and Directors. Seventy-five percent of the annual General Fund Budget is resourcing City staff compensation and benefits, and is the most significant expense.



In 2012, 2016, 2021 and 2023, the City conducted extensive compensation studies. In each study, the City's compensation levels were generally in the bottom 1/3 range. After each study, City Council approved measures to move the compensation level to at least the 50% level. As of 2023, the City's compensation remains competitive, but with inflation, rising healthcare costs, and local hiring

demands, it will continue to be a challenge. See page 74 of the Long-term City Finances focus area to see the Town Plan's compensation future forecasts.

Professional Development. An advantage of being a small organization is that a single employee usually has complete responsibility for a function or job (e.g., the Court Clerk facilitates all facets of the court office responsibilities as opposed to two or more clerks working various tasks). This affords an employee an excellent opportunity to fully develop skill sets in functional areas. Additionally, most employees are assigned secondary or backup responsibilities and roles, which broadens their development and skill sets. A disadvantage to the small organization is that some of the responsibilities may not be as complex as those of larger municipalities.



Police and Fire employees at Blattman Elementary

**Growth Opportunities.** Another disadvantage to a small organization is that there are limited opportunities for promotion or movement to lateral jobs. The Fire, Police, and Public Works departments have several layers of supervision, but only within that department.

**Job Satisfaction.** This aspect is an intangible measure that, for the most part, is individually based. Factors likely include a challenging work atmosphere, work-life balance, recognition and rewards, department culture, and responsibility level.

Human Resource Processes/Approach to Benefits. In addition to compensation, the City, offers health insurance, retirement and other benefits to employees. The City has limited labor market intelligence on the comprehensive benefits packages offered by other cities. City Council should expand the City annual salary survey to include a more comprehensive look at benefits packages. In 2023, the City used a benefits broker who provided health insurance market intelligence and competitive bids for employee health insurance benefits. In the future, the benefits broker will assist City leaders to better understand the market place and implement a more competitive employee benefits package.

# The Impact of Inflation, Labor Competition and Healthcare Costs

In 2022, general inflation added a new level to wage and healthcare issues.

- From 2000 to 2021, the average annual rate of inflation was about 2.2% according to the Bureau of Labor Statistics' Consumer Price Index. In 2022, the inflation rate spiked to 8.0%.
- Likewise, the average annual wage increase for the last decade was about 3.2% according to the Social Security Administration's Average Wage Index. However, in 2021, the average annual wage increase was 8.89%.
  - A specific trend seen regionally in the labor market is the growing difficulty to hire and retain paramedics and law enforcement officers.
- The same upward trend was seen in healthcare costs.

Without raising property tax rates, the City has been able to manage its fiscal challenges. This is generally thanks to steady growth and increasing property values. Between 2017 and 2023 the City property tax assessments increased by 6.8% annually. Between 2013 and 2023 the City's sole property tax increase was by \$0.01 cent in 2022 to accommodate debt associated with our voterapproved \$10M street reconstruction project bond. See page 50 for the Public Infrastructure section of the Town Plan.

# <u>Challenges of Meeting Compensation Without City Development and Growth</u>

As the City becomes built-out, the annual funding of personnel cost will be challenging (see page 64 for the long-term City finances focus area of this Town Plan). Without the development of new properties, funding for staff wages and benefits will be borne by existing property and sales tax collections. The impact of inflation, labor competition and healthcare on City finances is illustrated by the following:

• The impact of inflation in 2022 on the City budget was mostly felt in gasoline fuel costs to run City vehicles and items with microchips. For example, the Police Department spent \$72,154 on fuel costs in 2022 compared to \$39,426 in 2021. In 2022, two new police cars were unable to be deployed for ten months due to supply chain shortages related to police packages (lights, radar and other equipment with microchips). The City has seen price increases on all networking and computer equipment since mid-2021 ranging from 20% to 50%.



Table 1. Note: Analysis does not include Water employees funded by the Water Utility that is used by only a portion of the City

- The City's total personnel cost (including salaries, healthcare, retirement and benefits) has increased on average 4.5% each year for the past decade (see Table 1). Recent labor market pressures are being felt most acutely in the City's Police and Fire Departments. As previously discussed, the City Council in 2022 authorized a 6.5% wage increase for all employees with an additional 0.5% increase for lower-wage employees to address inflation across all departments. In addition to the above wage increases, paramedics received increased certification pay in 2022. In 2022, the Fire Department had three open paramedic positions for the majority of the year. In response, the Fire Department started offering part-time paramedic positions for the first time to offset the shortage and developed a plan to hire paramedic-only applicants and pay for their fire certification training. In early 2023, the City Manager is considering further hiring incentives as it is anticipated that this market competition for a limited pool of qualified individuals will continue in Police and Fire Departments.
- In 2022, the City's health insurance provider issued an 18% rate increase for existing employee healthcare plans. City Council approved an 11.3% increase to the monthly

contribution of the City to employee healthcare plans in the Fiscal Year 2022-2023 Budget to help cover the rate increase.

Hiring and retaining quality employees is perhaps the most important aspect of operating a high-performing organization. City Councils continue to balance fiscally prudent decisions with the challenges of hiring and retaining professional City staff, both limited by finite City financial resources. In managing each, the City Council and City Manager must annually evaluate the most challenging positions and job skills to recruit, retain, and allocate resources accordingly.



Shavano Park Public Works Department in 2023



# Public Infrastructure

Public Infrastructure describes the facilities, systems, and structures that often are taken for granted but are essential to community quality of life. Although most Shavano Park public infrastructure is owned and operated by the City, some systems are provided by private or outside agencies. As discussed, Shavano Park furnishes and maintains public buildings, streets, drainage, greenbelts, and a water system. In the past, the City had limited resources for the highest quality of infrastructure. With the City's growth into a premier City of Bexar County, the residents and businesses expect high quality infrastructure. Because much of the City's infrastructure was constructed from the 1950s to the 1970s, the City faces significant infrastructure maintenance requirements. In pursuit of the same, City Council will pursue grant funding, sophisticated financial management and responsible budgeting combined with systematic debt financing for public infrastructure.

The following is a table of contents for infrastructure topics:

CITY STREETS	52
NW MILITARY	55
BIKE AND PEDESTRIAN PATHWAYS	57
WATER SYSTEM	59
DRAINAGE	60
FIBER INTERNET SERVICE	63
GATEWAYS AND CITY PROPERTIES	64

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#### This Town Plan identifies the following Issues and Action Steps in Public Infrastructure:

#### Issues:

- Funding quality infrastructure with limited funds
- Replacing deteriorated streets nearing expected end-of-life
- Preparing a comprehensive street assessment for Phases 2, 3, or 4 of the City's Street Maintenance Plan
- Managing street funds following completion of Bond and Federal projects
- Provisioning remaining pre-planned drainage projects (Elm Springs and Turkey Creek)
- Establishing citywide bike and pedestrian connectivity
- Balancing Muni-tract nature and wildlife support with citizen amenities
- Not all residents have access to natural gas and fiber internet services
- Addressing aging water distribution system and necessary funding options
- City owned gateways and properties are important to City's distinctive character and beauty

#### **Action Steps:**

- Pursue grant funding options at State and Federal level for street, drainage, and water system renewal
- Identify options to lengthen the life of streets
- Consider adopting a formal street maintenance schedule
- Manage the City's long-term debt
- Build resident trust concerning completion of large infrastructure projects
- Monitor street conditions, and as needed, conduct a comprehensive street assessment with projected costs and timelines for Phases 2, 3, and 4
- Prioritize and sequence infrastructure maintenance and replacement
- Consider pedestrian and bicycle access to Salado Creek
- Coordinate and encourage utility providers to extend gas and fiber internet services to all residents
- Complete a comprehensive water hydrology model to anticipate future capital requirements
- Create a common vision for the design and aesthetics of City gateways
- Consider adopting a multi-year plan to enhance City properties

#### **City Streets**

Shavano Park is responsible for maintaining and reconstructing about 20 miles of public streets. The average street lifespan is 20 to 30 years, and with good maintenance, 40 to 50 years. Most of the streets were built before 1980 (with some dating back to the original development) and many are deteriorating. Over the next 20 to 30 years, street reconstruction and maintenance are anticipated to be the largest expense challenges facing Shavano Park. As evidenced by a 73% bond approval vote and citizen survey responses, residents support street projects and embrace City forward thinking, while expressing concern about construction congestion and inconvenience.

While simultaneously implementing a maintenance program for other areas, the City will prioritize street

renovation in the worst areas. In 2022, the City developed a phased-in approach for street repair to be implemented over the next 20-25 years. With a phased-in approach, the City works to

minimize both annual budget burdens and property tax rate increases (see map on next page).

Ribbon Curb is flush with road surface. Extends life of road, still maintains rural aesthetic.

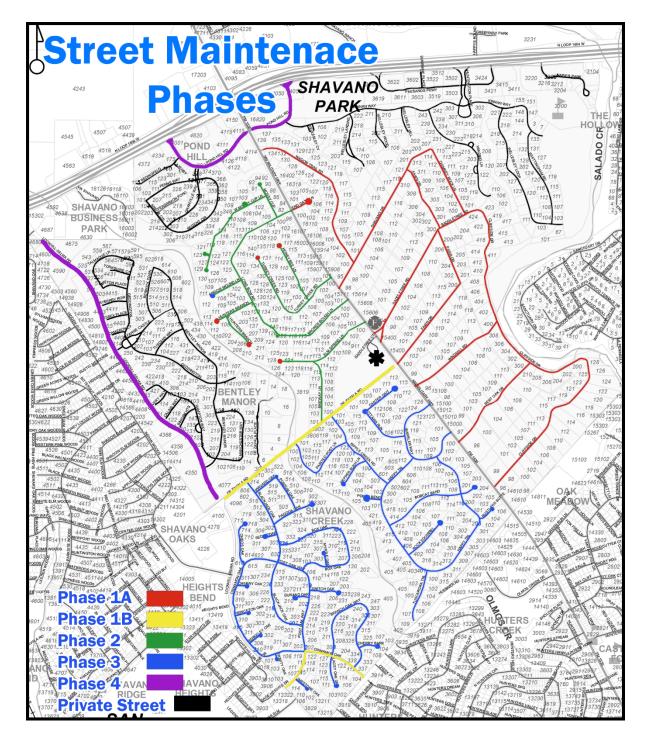
Ribbon curb example

Existing Failing Street Edge

# Failing City Streets in Old Shavano Park



After a comprehensive assessment throughout Old Shavano Park, it was confirmed the oldest street pavement conditions were near failure. In 2022, the City initiated its first major street maintenance project since 2004, as voters approved a \$10M Bond to fully reconstruct six miles of streets in Old Shavano Park (Phase 1A – Red on map). In the same year, the City also secured \$4M via a federally-funded Community Project Funding Request in the 2023 Federal Budget from the office of Congressman Tony Gonzales (TX-23) and the United States Congress. With these funds, the City will improve drainage facilities, add bike lanes and sidewalks, and re-pave the surface of DeZavala Road (Phase 1B - Yellow on map). The project's planned drainage and accessibility improvements discussed in a subsequent section.



PHASE 1A – Prioritizing the needs of Old Shavano Park East, Old Shavano Park West cul-de-sacs and Shavano Creek's Post Oak Way entrance. Under the 2022 Bond Project (Phase 1A), we will address City streets in the worst condition as follows: (1) completely reconstruct Bent Oak, Chimney Rock, Cliffside, End Gate, Fawn, Saddletree, Shavano, Wagon Trail, and Windmill; (2)

repave the Post Oak Way entrance (from Lockhill-Selma); and (3) complete reconstruction of cul-desacs at Elm Spring, Honey Bee, Hunters Branch, Hunters Branch South, and Turkey Creek. In the reconstructed areas, all existing street material will be removed and new street material installed. The new streets will feature a new 8-inch "ribbon curb" flush with the street (not raised – see Exhibit 1) reducing edge failures and adding significant street life.

Exhibit 1 – Bond Project Street Reconstruction 3" HMAC TYPE "D" (PG 70-22) 8" HEADER/RIBBON TACK COAT 4.5" HMAC TYPE "B" (PG 70-22) CONTRACTOR SHALL TACK FACE OF CURB 6" LIME TREATED SUBGRADE PRIME & TACK COAT FLEX BASE CUSHION 3" PENETRATION INTO NATIVE SOIL #4 BAR

DETAIL A NOT TO SCALE

To afford the annual debt payments

for the 2022 voter-approved Bond, the City increased the ad valorem property tax rate by \$0.01. Additionally, the City plans to use funds from its street maintenance budget to minimize future tax rate increases. (See page 64 for the Long-term City Finances.) When Phase 1A and Phase 1B of the Street Maintenance Plan are complete in 2024-2025, the City forecasts exhaustion of its street maintenance fund, and all non-routine future street maintenance costs must be borne by grant funding or debt financing. (See page 72 of the Long-term City Finances.)

**PHASE 1B** – **De Zavala Road**. This phase will accomplish the re-paving of De Zavala Road with the addition of dedicated bike lanes, sidewalks, raised curbs, and improved drainage. This project will be federally funded. (See page 61 for De Zavala Road drainage improvements and page 57 for De Zavala bike and accessibility improvements.)

**PHASE 2** - **Old Shavano Park West neighborhood.** The streets in this area were built in the 1970s and are in decent condition. The most deteriorated sections of Old Shavano Park West streets are budgeted for repair under the \$10M Bond.

In 2021, the City repaired the Arrow Mound cul-de-sac with street mantaince funds. Due to turning stress from larger vehicles including trash and delivery trucks, cul-de-sacs in Old Shavano Park West are in worse condition than the adjoining streets. The cul-de-sacs of Turkey Creek, Honey Bee, Elm Spring, Hunters Branch, and Hunters Branch South are all included in the Bond Election for Phase 1A, leaving Mossy Cup and West Mossy Cup to be addressed in Phase 2.

**PHASE 3 - Shavano Creek and Shavano Estates.** These streets were built in the late 1970s through the 1990s and are in primarily good to decent condition. All these streets have curbs, which helps extend street life. Because of significant street cracking from heavier traffic flow than other parts of the neighborhood, Shavano Creek's main entrance at Post Oak Way and Lockhill Selma was included in the 2022 Bond package. The residential streets further into the subdivision

experience less traffic and are therefore in better condition. The City anticipates with asphalt removal and regular maintenance (i.e., seal coating and crack sealing), these streets will endure for many more years.

**PHASE 4 - Lockhill-Selma and Pond Hill.** These two major throughways were constructed in the early to mid-2000s and are still in excellent condition. The City anticipates with regular maintenance, these streets will endure for many more years. Since these streets sustain heavy traffic with heavy vehicles (i.e., tractor-trailers), future replacement of these streets will be significant and costly.

While City staff has an intuitive understanding of street conditions, the streets in Phases 2, 3, and 4 have not been comprehensively assessed for their pavement condition. Long-term planning and forecasting are necessary to ensure City street maintenance responsibilities for its 20 miles of public streets are not oppressive to taxpayers. To assess and complete Phases 2, 3, and 4, the City will complete comprehensive assessments of these streets as it refines a detailed schedule for maintenance and repair.

Street Maintenance Schedule. In the past, the City did not always follow best practices in maintaning its streets, being more reactive than proactive in their maintenance. Proactive street maintenance will become more important to the City in future years for two main reasons. (1) Extending the useful life of streets will allow more time for City to accumulate fiscal reserves, and (2) the City should maintain the new streets after they are rebuilt. City should identify options to lengthen the life of streets and incorporate them into a a formal street maintenance schedule to more proactively maintain City streets.

# NW Military Highway

Beginning in the summer of 2021, the Texas Department of Transportation (TxDOT) began major construction on NW Military Highway. In both the 2010 and 2018 Town Plans, this project was a major focus and the vision of those plans largely drove the City's coordination with TxDOT to secure \$15.5M in Federal and State funding through the Alamo Area Municipal Planning Organization. The City's project cost was limited to hte relocating of water utilities in the State right-of-way, which cost approximately \$925,000.

The project's scheduled completion date is February 2024 and its features include the following (see Exhibit 2):

- Adding a continuous center-turn lane
- Adding dedicated sidewalks and bicycle lanes
- Installing pedestrian crossings at Pond Hill and De Zavala intersections with NW Military
- Adding a traffic signal at the Pond Hill Road intersection
- Installing raised medians between Loop 1604 and Wagon Trail Road

- Completing multiple drainage improvements to prevent increased stormwater runoff with storm sewers and expanded culverts
- Partially reconstructing residential driveways to safely tie into the expanded highway
- Installing a VIA covered bus stop near Pond Hill Road and NW Military Highway

While making many accessibility and safety improvements to NW Military Highway, tree removal from the TxDOT right-of way distressed many residents. In order to save as many trees as possible, the City worked closely with TxDOT during the engineering planning and initial construction phases, but the reality of the construction project meant few were saved. In 2021, City Council established the NW Military Highway Beautification Committee to proactively address landscaping improvements.

Since TxDOT regulations make planting treesnear highways and utility lines impossible, the NW Military Beautification Committee has considered alternatives such as native wildflower gardens, bushes and decorative features. The City will work

FM 1535 EXISTING TYPICAL

EM 1535

120' ROW (USUAL)

SHLDR VARIES
1' TO 3'

LANE LANE LANE LANE

120' ROW (USUAL)

110' CURB
120' ROW (USUAL)

120' ROW (USU

FM 1535 PROPOSED TYPICAL

Exhibit 2 – NW Military Improvement Project

with TxDOT to determine available options to beautify NW Military after construction and identify possible funding sources. The Governor's Community Achievement Awards is one such potential funding vehicle for NW Military Highway beautification.



Keep Texas Beautiful, in partnership with the Texas Department of Transportation (TxDOT), has awarded the prestigious Governor's Community Achievement Awards (GCAA) to Texas communities for their outstanding overall efforts to keep their communities beautiful since 1969.

In 2023Annually, ten winning communities will share \$2 million in landscaping awards from TxDOT, with the amount

based on population size. If selected, the Keep Texas Beautiful program would award Shavano Park up to \$110,000. The City was not awarded in 2023, but will reapply in future years, and City Council, the NW Military Highway Beautification Committee and City staff are—will continue to coordinateing with TxDOT to achieve actionable landscaping and beautification options for NW Military.

# <u>Bike and Pedestrian</u> <u>Pathways</u>

Both the 2010 and 2018 Town Plans called for the creation of a network of sidewalks, bike lanes, and pathways to connect the City and provide access to the nearby San Antonio trailway. Significant progress has been made but much work remains.

By 2024, it is anticipated the new sidewalks and bike lanes on NW Military will be complete and immensely improve City connectivity. In 2024/2025, the De Zavala project bike lane and sidewalk construction will also drastically improve accessibility. Following these projects, there will remain two unconnected portions of trails - one in San Antonio's jurisdiction between De Zavala Road and Huebner Road (see red dashes in Exhibit 3) and a portion connecting NW Military to the north Salado Creek Greenway access point (green line near 1604).

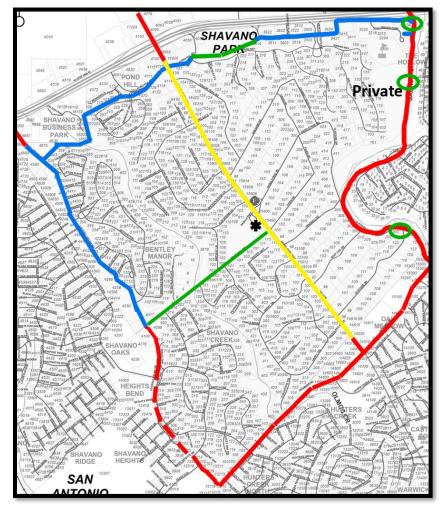


Exhibit 3 – Map of Current Sidewalk and Bike Lane Network



- 1. In 2022, the City of San Antonio installed sidewalks from Basis School to De Zavala. Although this area is not located in Shavano Park, the City continues to encourage the City of San Antonio to complete the sidewalks fully from Huebner to De Zavala.
- 2. The Loop 1604 gap (in green) is currently on undeveloped land. Bitterblue, the City's primary developer, is presently in pre-planning for lot development. When developed, the lot will include hike/bike paths.

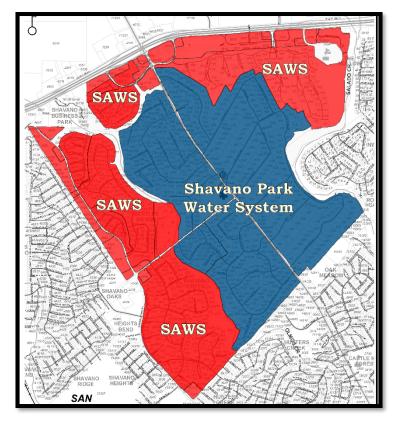
The final hike/bike accessibility location is the Cliffside access to the Salado Creek Greenway. Since 2018, the City has made improvements to the pathway in a manner preserving a natural footpath. Residents have expressed a desire for improved trailway accessibility similar to the paved and gated Inwood HOA access constructed by the City of San Antonio. Because there are no public parking areas, path re-grading challenges, and limited ability to install and monitor gate access, the City creating a similar access point is very challenging. While remaining on the list of future possible City actions, it is likely this project is beyond the probable 5-year scope of this Town Plan.

## Water System

In 1972, the Shavano Park Water Utility was created following Forest Oaks Development Company's conveyance of the existing water infrastructure to the City. After the transfer, further City development ceased primarily due to a lack of water because existing City Edwards Aquifer wells have limited capacity. With the Shavano Park Water Utility being the only City water provider, additional sources were secured beyond the City border, and development into the Estates continued. When the City annexed and coordinated the development of land in the early 2000s, the annexed lands were entirely covered by the San Antonio Water System's certificate of convenience and necessity. Those annexed areas became the neighborhoods of Shavano Creek, Bentley Manor, De Zavala Estates, Huntington, Pond Hill, and they are serviced by the San Antonio Water System (SAWS).

In 2009 during a severe state-wide drought, the City drilled into the Trinity Aquifer to diversify the City's water supply, establishing Well #9. In 2019, Trinity Well #9 was capped and "mothballed" due to ongoing maintenance costs and low water pumpage rates.

Today, the Shavano Park water utility serves 713 customers in an area covering roughly half the City (see map) using Edwards Aquifer Water. Over the last three years, the Shavano Park Water Utility pumped on average 200,580,413 gallons or 615 acre-feet of water per year. The system maintains four well sites and pumps water through two distribution sites. The system is funded by Shavano Park water customers in a separate Water Fund. This Water Fund maintains all



infrastructure, vehicles and materials of the Shavano Park Water Utility and six employees, four of whom split workload and pay 50/50 with Public Works and the City-wide General Fund.

Much of the water infrastructure of the City dates to the original development of the neighborhoods. For Old Shavano Park east of NW Military, most water lines date to the 1950s and 1960s. In Old Shavano Park west of NW Military, water lines date to the 1960s and 1970s. Shavano Estates' water lines generally date to the 1980s. (See page 77 of the Long-term City Finances.)



Public Works crew repairing a water main break on NW Military

In 2001, 2003 and 2018, the Shavano Park Water Utility performed numerous system upgrades, including those necessitated by the TxDOT NW Military Highway project and the City's 2022 Street Bond Project. In both instances, the water lines were lowered or relocated to remove conflicts with street reconstruction or other utility work. Along NW Military the Water Utility has replaced over 3,000 linear feet of water lines including five major crossings. All new pipes replaced aging Asbestos Cement (AC) water lines. In the late 1970s, installation and manufacture of AC water lines ceased in North America due to health concerns associated with asbestos fibers from deteriorated

pipes. The Shavano Park Water Utility conducts quarterly water quality tests to ensure asbestos levels remain within the State-mandated safe range.

As part of the Phase 1A street project, the Water Utility replaced all long water service lines crossing under streets being reconstructed plus seventeen water main crossings. (See page 52 for discussion on the 2022 Street Reconstruction Bond Project).

In predicting the City's future water capital/debt financing needs, the lack of a water system mapping and assessment is the system's greatest challenge. The planned assessment combined with a system water hydrology model will enable the Water Utility to:



Public Works crew replacing a fire hydrant

- Plan capital replacements by identifying the age and material of water mains to determine their usable life
- Determine the appropriate water main size for future installation based on the number of home service connections and water usage

- Ascertain whether additional booster pumps are needed for improved fire suppression capability
- Improve the City's ISO Rating; the water system accounts for 40% of the total points and a model could help identify actions to improve the score (see page 19 for more information on the City's ISO Rating)
- Determine whether additional water capacity (i.e. storage tanks) is needed

## **Drainage**

Shavano Park is situated between the Texas Hill Country to the north and the lower-lying areas of San Antonio proper to the south. Lying at the edge of the Gulf Coastal Plains and prone to drought with periodic flooding, the City has long experienced drainage challenges. These challenges intensified during the 1990s and 2000s with the rapid development around and within

Shavano Park. Both the 2010 and 2018 Town Plans focused on drainage issues, and after the completion of a Master Drainage Plan in 2017, the City utilized almost all the City's drainage reserves in the

Big Picture - Drainage Reserves		
City Drainage Reserves when started	\$	1,320,746
Total Expenses 2017 - 2021	\$(	1,104,798)
Transfer to Street Fund for Bond Project (FY23)	\$	(215,948)
Remaining Drainage Reserves January 1, 2023	\$	(0)

Capital Fund for project improvements to three low water crossings along Chimney Rock, Bent Oak, and Windmill, as well as clearing multiple drainage pathways and installing a pump in a natural depression north of Wagon Trail. From the 2017 Master Drainage Plan, there remain three drainage projects to be completed. Of the three, one is being accomplished with federal funding as the De Zavala improvement project. The remaining two exceed current City funding options and require property owner drainage easement agreements.

#### De Zavala Storm Water Culvert

The federally-funded De Zavala project will capture water run-off from NW Military Highway and the Municipal Tract before it spills across De Zavala and into the lots along Painted Post and Ripple Creek (see Exhibit 5). The project will upgrade the existing culverts that convey water under De Zavala near the Municipal Tract with a 54-inch drain pipe running the length of De Zavala moving water to Olmos Creek.

The 54-inch drainage pipe (in red in Exhibit 5) will provide considerable relief to properties along Ripple Creek and Painted Post that flood during storm events. The De Zavala project is scheduled to start construction in 2024.

# Turkey Creek and Elm Spring Drainage Projects

In the 2020 Preliminary Engineering Report, these two projects carried an estimated 2020 cost of \$4.4M. Both projects propose installing storm sewers to capture water flowing through the Turkey Creek/Honey Bee tributary and along Elm Spring underground to the Olmos Creek basin. With the Turkey Creek/Honey Bee project, all the homes located north of Long Bow Road would be removed from the existing floodplain.

The Elm Spring project would prevent roadway flooding in small rain events.

Aside from being costly, both projects will require homeowner drainage easements. It is expected that securing buy-in from all homeowners will be challenging.

Project	Project Cost Estimate (2020)		
Turkey Creek	\$	3,069,770.96	
Elm Spring	\$	1,321,174.11	
Total	\$	4,390,945.07	

Exhibit 5 – Drainage near De Zavala



Exhibit 6 – Remaining two drainage projects

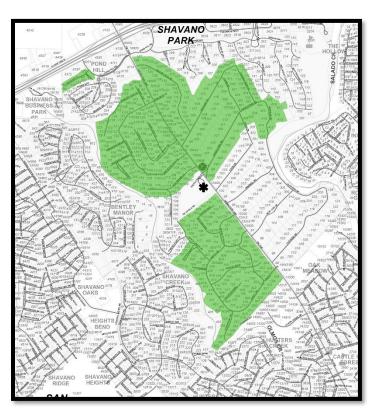


The decision point to pursue these projects will be part of the scheduled Street Maintenance in Phase 2. These drainage projects could be packaged with street reconstruction in a future bond or grant-funded project. (See page 73 for the financial implications.) While not supporting the use of eminent domain, residents generally support the City funding these projects with grant funding and packaging the drainage projects with the streets when they are reconstructed.

#### Fiber Internet Service

The City has limited influence over the private investment decisions of Internet Service Providers (ISPs), but in recent years, City Council, City staff, and many residents have questioned why Shavano Park did not have universal fiber direct to home like some other surrounding neighborhoods in north Bexar County. City Council has articulated a vision and formed a resident-volunteer Internet working group to collaborate with ISPs to bring fiber internet to Shavano Park. City Council's vision calls for fiber internet directly into the homes and businesses across the City to meet future digital demands.

Instead of using copper wire, fiber internet uses glass instead to transmit internet data. With glass, internet speed and reliability are greatly enhanced, but the cost of glass is more expensive to produce and install. A glass line directly feeding into a home (fiber to the premises, or "FTTP") is relatively rare in the United States. When an ISP advertises High-Speed Internet, they are actually advertising that the backbone internet service in the subdivision or street is glass, but copper lines still feed into your home and generally max out at 300 megabits per second. Fiber to the curb, or "FTTC" increases the internet speed in the area but does not provide the 1+ Gigabit per second speeds and reliability of direct fiber or FTTP (Note: there are 1000 megabits in a single gigabit). Before the working group, only City business areas had access to fiber internet. The majority of the City had FTTC and some areas had only one FTTC provider (no competition).



Areas in green have fiber internet service direct to the home availability in summer of 2023.

During discussions with ISPs, the City learned of the challenges that have prevented fiber internet investments to date:

- 1) The amount of rock subsurface makes the final trenching to the home more expensive
- 2) The number of wide-spaced lots limits profitability
- 3) Investing in established neighborhoods without utility poles is more expensive in general
- 4) The number of gated communities/homes and City solicitation rules make door-to-door sales difficult

Since 2022, the Internet Working Group has engaged all area ISPs to explore the feasibility of bringing fiber internet directly to homes. Working Group successes include AT&T announcing direct-to-home fiber availability to over 400 homes (with 2023 expansion plans (see map)), and as of January 2023, 268 residents (about 18%) have signed up for AT&T fiber internet service. The Internet Working Group continues to work to encourage and champion ISP investments in the digital infrastructure of the City. City Council and the Internet Working Group continue efforts to bring fiber internet to all community homes and businesses.

## **Gateways and City Properties**

The City has key entry points along major roads that act as gateways to the City from the surrounding City of San Antonio. These gateways are opportunities to establish distinctive design and aesthetics – a visible sign that one has left the City of San Antonio and is now entering Shavano Park. In 2018, the City adopted a City slogan, "City Living with Country Charm", and improved its branding on the City website. The City has an opportunity to create a common vision for the design and aesthetics of these gateways and extend the branding of Shavano Park.

The City maintains a number of properties including the City Hall/Police Station, pavilion, playgrounds and other facilities of the municipal tract, the marquee at the corner of DeZavala and NW Military Highway, the Fire Station, and a Public Works building. These properties not only house City staff, equipment, and vehicles, but also serve as common gathering points for City events and community organizations. Maintaining these buildings is another opportunity to extend the branding of Shavano Park and project a robust city image. The City should consider adopting a multi-year plan to maintain and enhance City properties.



# Long-Term City Finances

A primary reason why Shavano Park has become a premier community in Bexar County is its wise management of public funds. Through the City's history of fiscal conservatism, it offers excellent municipal services and a manageable debt burden while having one of the lowest property tax rates in Bexar County. These conditions have stimulated the development of quality neighborhoods and businesses and a rise in property values over past decades. In the coming decade, the City will face challenges in maintaining this trend. Shavano Park will become built-out, causing a slow but steady reduction in yearover-year property tax base growth and construction permit revenues. Meanwhile, repairing the City's deteriorating streets will require debt financing, while annually addressing the challenges of maintaining a professional City staff and providing excellent municipal services. In addition, the City's known drainage problems will require multi-million-dollar grant funding and/or debt financing. Finally, the water system has an aging infrastructure, and available water system reserves are inadequate to fully address the issue. Long-term financing will be key to managing major expenses, saving for anticipated expenses, and ensuring manageable property tax rates. City Council and City staff are committed to incorporating long-term financial planning in the annual budget process.

The financial assumptions and forecasts in the 2023 Town Plan are neither formal recommendations nor legally binding. The forecasts simply illustrate possible future fiscal challenges facing the City based on current and near-term data. They are City staff's fiscally conservative "guess" as of 2023 amid uncertain economic times. All property tax rates and possible bond debt issuances discussed are subject to City Council initiation, and, when warranted, voter approval.

# This Town Plan identifies the following Issues and Action Steps in Long-term City Finances:

#### Issues:

- Limited resources temper resident and business demand for quality infrastructure and municipal services
- Projected personnel cost increases and decaying infrastructure costs cause the City's principal fiscal pressures
- Balance options to maintain the City's AAA/Stable Bond Rating amid competing resident and budgetary demands
- Limited sales tax collections as a portion of each annual budget
- Anticipated drop in permitting revenues with build-out
- Maintain City Fund Balance reserves 'rainy day fund' near 50%
- Maintain City Capital Replacement
   Fund reserves for future capital
   replacement
- Depleted City Capital Replacement reserves for drainage projects
- Depleted Street Maintenance Fund reserves about 2026
- Capped over 65 Tax Freeze for property values (increased by 9.28% annually over the period 2018-2023) limiting property tax increase revenues
- Limited Water Utility funds for well sites, storage tanks, and replacement of aging service system mains

#### **Action Steps:**

- Pursue sales-tax generating businesses to reduce property tax burden
- Pursue State and Federal grant funding for street, drainage, and water system renewal
- Seek other revenue opportunities to reduce property tax burden
- Continue the wise fiscal management practices and policies behind the AAA/Stable Bond Rating
- Protect the General Fund's Fund Balance Reserve percentage
- Prioritize annually fully funding the Capital Replacement Fund
- Incorporate annual long-term financial planning into the budget process
- Adopt a standardized bond project cycle to allow regular infrastructure renewal with minimal impact on property tax rates
- Communicate transparently future fiscal challenges and infrastructure needs to residents
- Develop a water main replacement schedule and funding options
- Conduct periodic Water Rate studies to ensure water user fees cover expenses
- Review annually Water debt fee to ensure debt costs are covered

# City's Fiscal Strength

The City's history of wise fiscal stewardship is a major reason why, the City features excellent municipal services (police, fire, emergency medical, and public works) and community facilities and events, while maintaining a reasonable debt burden and one of the Bexar County's lowest tax rates. These community traits make Shavano Park's neighborhoods more livable by creating a strong sense of community, as highlighted throughout this Town Plan.

Five aspects of City finances illustrate the City's fiscal strength and fiscal conservatism: (1) Triple AAA Bond Rating, (2) manageable debt burden, (3) low property tax rate and robust tax base, (4) healthy capital reserves, and (5) an ample 'rainy day' fund. Each of these aspects is discussed in detail below. The Shavano Park Water Utility's finances are discussed in a separate section at the end of this focus area.

#### **Bond Rating**

Again, in June 2022, the City received an "AAA/Stable" long-term rating from S&P Global Ratings following completion of the City's May 2022 voter-approved \$10M Bond. This is the highest and best credit rating that may be issued. A lesser rating could increase the City's borrowing costs. The S&P Global Ratings credit report identified the following key attributes for the City of Shavano Park:

"Key credit considerations included in our view of Shavano Park:

- Advantageous location in the broad and diverse San Antonio metro area;
- History of strong financial performance and maintenance of very strong reserves;
- Strong financial management practices and policies, and strong institutional framework; and
- Very weak debt and contingent liability profile largely influenced by the current issue."



The S&P rating is a respected third-party opinion that validates the strength of the City's finances and institutions described in this Town Plan. The only note of caution was the City's debt obligations growing due to the May 2022 voter-approved \$10M Bond. (See page 52 of Public Infrastructure for more details.) The funding of public infrastructure will be a key future City fiscal challenge and will be addressed later in this focus area.

Another respected third-party opinion of City finances is the Government Finance Officers Association Distinguished Budget Award which reviews the City's annual budget as a

communication device to ensure fiscal transparency. (See page 20 to read more about this award the City has won for seven consecutive years.)

#### **Manageable Debt**

The City has a history of maintaining low debt obligations. Before the 2022 Bond issuance, the last General Fund debt issued by the City was in 2000 for the purposes of building City Hall and completing street repair and drainage projects. Of note, in 2009 the City issued debt for Trinity Well, and while the debt is secured with property taxes, the annual debt payments are made utilizing water revenues. A statistic to illustrate the City's manageable debt is the debt service ratio, which is a widely accepted measure of sound financial management and a useful tool for understanding the City's fiscal integrity. In 2021, the debt service ratio was only 3.9%, meaning only 3.9% of the City's revenues were committed to debt. The most recent debt issuance increased the City's debt service ratio in 2023 to 14.92%. This increase is sizable but remains manageable – with the City requiring only a \$0.01 tax increase to help fund in 2023. As discussed earlier, this debt will fund the reconstruction of over six miles of public streets.

#### **Low Property Tax Rate and Robust Tax Base**

For 2023, the City's property tax rate was \$0.297742 per \$100 valuation, with an average taxable home value of \$937,404. This results in an average household tax levy of \$2,791.05 for the City's portion of the total property tax bill. The chart below compares Shavano Park to other Bexar County communities that also provide full police, fire and emergency medical services to residents and businesses.

City in Bexar County	Property Tax Rate	City Tax paid by a \$937,404 (taxable value) Shavano Park home
Shavano Park	0.297742	\$2,791.05
Helotes	0.316778	\$2,969.49
Alamo Heights	0.388051	\$3,637.61
Converse	0.421389	\$3,950.12
Leon Valley	0.484739	\$4,543.96
San Antonio	0.541610	\$5,077.07
Kirby	0.614126	\$5,756.84

While the City does not have the lowest property tax rate in the greater Bexar County area, its rate is the lowest among cities that offer full services rather than contracting out services. The City's tax rate a decade ago in 2014 was \$0.32 per \$100 valuation, and following its early retirement of debt, the City lowered its rate between 2014-2016 to \$0.287742. In 2023, the rate was raised by \$0.01 with the 2022 Bond debt issuance (see Figure 1 below).

The City has been able to afford increasing wages and increasing services (such as the 2020 building of its Municipal Tract pavilion and playgrounds) due to a combination of new residential

and commercial construction and the rapid rise in property values. In the last decade, the City's total taxable assessed value has nearly doubled, from \$844 million to about \$1.81 billion in 2023.

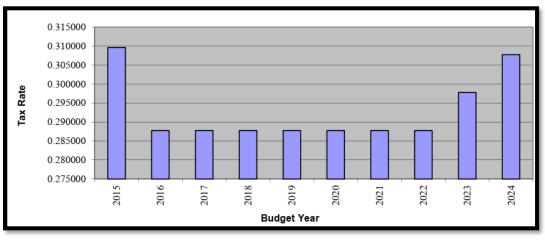
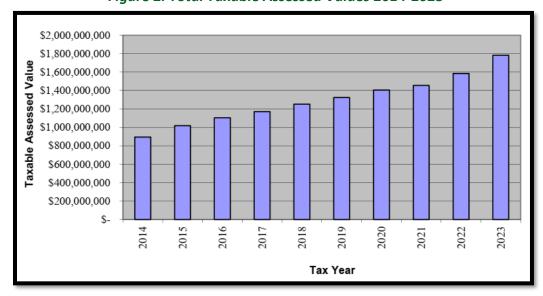


Figure 1. Property Tax Rates 2015-2024





#### **Capital Replacement Funds**

As of 2023, the City maintains \$2.08M in total capital replacement funds for all City departments. The capital funds serve as monies set aside for future capital purchases such as police vehicles, ambulances, and fire engines. The City budgets revenue annually for capital replacements based on a schedule reflecting an estimated replacement cost and an item's useful life. The use of capital funds spreads out the effect of large purchases on the City's annual budgets. The capital funds assist in avoiding large expenditure swings from year to year, maintaining tax rates, and ultimately saving the City money by not having to issue debt to acquire large items. An example of this in practice would be the 2019 use of capital funds to purchase a \$1,165,000 ladder truck to replace the City's aging 20-year-old fire engine without the need to acquire public debt. The

City intends to fully fund the transfer to capital reserves every fiscal year, and in recent years has achieved this goal. The City's robust capital reserves are a tremendous fiscal asset of the City and contribute greatly to the City's fiscal strength. City Councils have uniformly acted to annually fully fund capital reserves.

#### Reserve 'Rainy Day' Fund

Like the State of Texas, the City maintains a 'rainy day' fund called the General Fund Balance Reserve. By Ordinance, the fund balance must be between 25% to 50% of the City's annual operating budget. The current fund balance reserve is 39% of the 2023 annual budget of the City or \$2.43 million in reserves. Appropriation from the General Fund Balance Reserve requires the approval of the City Council. The General Fund Balance Reserve has remained about \$2.43 million since the 2016 transfer of \$1.6M for the construction of drainage projects (see page 60 of Public Infrastructure for details). Since the amount of money in reserve has remained static, the reserves as a percentage of the General Fund have trended downwards due to the growing annual budget. This General Fund Balance Reserve acts as an emergency 'rainy day' fund for the City and is a critical piece of the City's fiscal strength to weather unexpected emergencies like natural disasters, rapid economic downturns or other calamities. City Councils have uniformly acted to protect and preserve the General Fund Balance Reserve.

## City's Fiscal Challenges

The City's two primary fiscal challenges identified as focus areas are (1) the repair and maintenance of the City's *Public Infrastructure* (on page 50) and (2) the rising costs for the City's *Municipal Talent Management and Retention* (on page 44). Also taken into account in this section is the fact that the City is nearly built-out and has limited sales tax growth potential due to limited commercial land left for development (see page 31 for the Commercial Development focus area). A thorough understanding of those focus areas is recommended before proceeding to the long-term financial planning focus area.

City Council believes long-term financial planning is essential to overcoming the fiscal challenges ahead and is committed to incorporating long-term financial planning into the annual budget process. This focus area of the Town Plan serves as a launching pad to assist future long-term financial planning by City Council and staff.

#### Assumptions for all Long-term Financial Planning

In addressing fiscal challenges, it is important to consider the assumed future revenue growth from property and sales tax. These predictions are the baseline on which projected expenses and their impact on City tax rates and budgets apply. Briefly:

• **Property Taxes.** Assumed growth rate is 6% annually in property tax revenue through 2027 and 4% thereafter (note – this is the valuation growth, not from raising tax rates). In

- 2027, no new residential builds will be added to tax rolls. This starting growth rate is a conservative rounded-down figure based on the 6.8% annual growth in property tax assessment value between 2017 and 2023.
- Sales Taxes. Assumed growth rate is 6% annually in sales tax revenue through 2026 and dropping to 4.5% thereafter. The growth rate moderates in 2026 because all vacant land zoned for commercial use should be developed by year end. The starting growth rate is based on the City's sales tax growth rates in 2022 and 2023.
- Tax Freeze Properties. The Town Plan also assumes the number of tax-frozen properties
  growing at a 6.45% rate annually based on historical data and an estimate for the City's
  future demographics. As the number of tax-frozen properties grows, any tax rate increase
  must be greater for the remaining properties to allow the City to collect the same amount
  of revenue as if the tax freeze did not exist.
- Salaries and Benefits. The Town Plan assumes annual salary increases will decline as inflation subsides, falling from a 6.1% wage increase across all positions in 2024 to 4.1% overall in 2028. Healthcare costs are assumed to grow 10% in 2024 and to drop to an 8% growth rate by 2028, again due to declining inflation. Calculations for future Workers' Compensation and pension payments are also included in the overall figures presented.

#### Other Assumptions:

- Assumed the City will draw down its \$906,000 in remaining street reserves to offset debt payments (reducing tax burden from debt payments).
- Assumed 5% interest rate on all bonds. Interest rates on million-dollar bonds can have a major impact on affordability.
- Assumed 100% collection rate of property taxes. The City of Shavano Park's collection rate has historically exceeded 99.5%.

#### **Fiscal Challenge: Public Infrastructure**

In the Public Infrastructure focus area of this Town Plan, we described the phased restoration of the City's streets (see page 53) and also identified the remaining drainage projects (see pages 60-62). This section focuses on these two infrastructure categories as they are the largest cost challenges facing the City over the next 10 to 20 years.

Of these two categories, street reconstruction and maintenance is anticipated to be the largest challenge facing Shavano Park over the next 10 years. The City should monitor the conditions of the streets and as needed conduct a more comprehensive street assessment of the streets in Phases 2, 3, and 4 of the City's Street Maintenance Plan (see page 51). While the exact cost of repair or reconstruction of the streets is unknown at this time, the City Engineer has provided the preliminary cost estimates reflected below.

The current estimated cost (using 2023 data) to repair the streets of Old Shavano Park (west of NW Military) in Phase 2, Shavano Estates and Shavano Creek in Phase 3 are as follows:

Figure 3. Estimated Costs for Phase 2 and 3 Street Maintenance Plan

Subdivision & Phase	Cost Estimate		
Phase 2 - Old Shavano Park (West)	\$	3,140,000	
Phase 3 - Shavano Creek	\$	4,186,667	
Phase 3 - Shavano Estates	\$	4,762,333	

The current plan schedule is for the City to begin Phase 2 in 2028 and Phase 3 in 2033. Both phases are predicted to require debt financing to accomplish. This will be challenging to fund as the City's \$10M bond will require payments until 2042. Using the above figures and dates, the City estimates the debt burden will reach its peak between 2034-2042 with a \$1.7M debt payment due each year. This would be an 84% increase in the City's annual debt payment compared to 2024 and could require the City's tax rate be raised \$0.041489 by 2034 to \$0.33923 per \$100 valuation in order to afford the street project debt by itself.

There is, however, good news for the Street Maintenance Plan. The City's \$10M Bond project bids came in at \$7.5M (with engineering), meaning as much as \$2.5M may be available after the current project. This opens the possibility that some of the streets in Phase 2 and 3 can be done early using the May 2022 Bond monies, thus reducing future requirements.

Figure 4. Estimated Costs for Drainage Projects

Project	Cost Estimate		
Turkey Creek area tributary storm sewer	\$	3,069,770	
Elm Spring storm sewer	\$	1,321,174	

The fiscal challenges increase if the City decides to debt-fund the drainage projects rather than use state and/or federal grant funding. If the City took an additional \$4.4M to accomplish both drainage projects (see pages 57-58), they would likely be done as a part of the Phase 2 road project in 2028 or later. In this scenario, there would be a 122% increase in the City's annual debt payment compared to 2023 (should compare to 2024) and could require the City's tax rate to be raised \$0.060874 cents by 2034 to \$0.368616 per \$100 valuation to afford both the street and drainage projects. Doing the road work with the drainage projects makes practical sense and could result in some cost savings on the drainage projects.

It is clear that pursuing state and federal funding for drainage should be a priority for City Council and staff to avoid impacting property tax rates. The City has already begun this effort by submitting both drainage projects to the Texas Water Development Board for funding

consideration. In early 2023, the City was informed that both projects had been moved to priority funding.

#### A Standardized Debt-Cycle Timeline

An option to be considered is that the City issue 20-year debt to fund capital projects every five years. This will require four debt issuances (with the first already issued in 2022). Beginning in 2042 (when the 2022 debt is paid off), new debt may be issued without an increase (or a small increase) in debt payments. The cycle could continue as long as capital improvement requirements remain.

This bond-cycle process where a smaller number of streets are addressed every couple of years utilizing smaller amounts of debt may keep tax rates lower while still accomplishing the necessary street maintenance over time. City Council and staff anticipate using a standardized bond project cycle to allow regular infrastructure renewal to limit property tax rate increases. Figure 5 demonstrates a possible street debt financing strategy using 20-year bond debt issuances. There is much work to be done to refine this strategy.

Figure 5. Possible Street Financing Strategy

#### **Challenge: Municipal Talent Management and Retention**

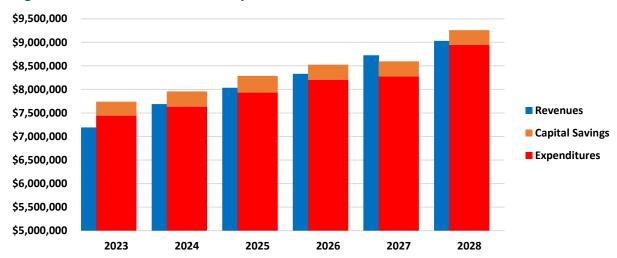
In the Municipal Talent Management and Retention focus area of this Town Plan, we described the rising costs of maintaining a professional city staff and excellent municipal services (see page 47-48). Between 2014 and 2023, the City's total personnel cost (including salaries, health, retirement and benefits) increased by 4.5% on average. This Town Plan predicts a slightly faster rate of annual wage growth at 6.2% per year due to inflation and labor competition. See Figure 6's estimated annual personnel costs. Compensation costs are predicted to grow at a slower rate as current economic trends, rising healthcare costs and labor market conditions return to pre-inflation trends.

Figure 6. Estimated City Payroll Costs 2023 - 2028

Year	2023	2024	2025	2026	2027	2028
Personnel Cost	\$4,684,104	\$5,184,797	\$5,490,310	\$5,793,310	\$6,061,310	\$6,312,310
Annual Change		\$500,693	\$305,513	\$303,000	\$268,000	\$251,000
Percentage Change		10.7%	5.9%	5.5%	4.6%	4.1%

These personnel costs may be challenging because of the debt burden on the City's operations after 2024 coupled with declining revenues – Figures 7, 8 and 9 on the following pages illustrate the long-term funding challenges using a 5-year prediction model.

Figure 7. Estimates Revenues vs Expenses 2023 - 2028



This first chart illustrates a detailed comparison between forecasted revenues and expenditures along with the annual capital replacement fund savings (which are not a true expense but saving for the future).

Figure 8. Estimated Revenues 2023-2028 with Current Property Tax Rate

Year	2023	2024	2025	2026	2027	2028
Revenues:						
Property Taxes	\$4,263,067	\$4,749,556	\$5,271,000	\$5,540,000	\$5,872,000	\$6,107,000
Sales Taxes	\$1,053,000	\$1,116,000	\$1,183,000	\$1,254,000	\$1,310,000	\$1,369,000
Franchise Fees	\$510,400	\$536,000	\$546,700	\$557,600	\$568,800	\$580,200
Permits & Licenses	\$369,700	\$381,000	\$387,000	\$379,260	\$371,675	\$364,241
Grants (incl. Federal)	\$314,042	\$258,000	\$61,000	\$8,000	\$8,000	\$8,000
Other revenues	\$681,325	\$649,500	\$585,121	\$590,695	\$594,578	\$601,577
Total Revenues	\$ 7,191,534	\$7,690,056	\$ 8,033,821	\$ 8,329,555	\$ 8,725,053	\$ 9,030,018

Annual Increase	\$ 498,522	\$ 343,765	\$ 295,734	\$ 395,498	\$ 304,965
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The 2025 drop in revenues is primarily due to the end of American Rescue Act funding for capital purchases the City made from 2022 to 2024 combined with the predicted slowing of revenues due to the City reaching build-out.

Taking together all the fiscal estimates, the City is forecasted to be under on revenues from 2024 to 2026. The exhausting of the City's Street Maintenance reserves to offset the annual debt payments after 2026 also plays a major role in the affordability of personnel costs in Figure 6.

Figure 9. Estimated Expenditures 2023-2028

Year	2023	2024	2025	2026	2027	2028
Expenditures:						
Personnel	\$4,684,104	\$5,184,797	\$5,490,310	\$5,793,310	\$6,061,310	\$6,312,310
Debt Service	\$959,103	\$960,282	\$958,696	\$914,100	\$757,565	\$758,390
Capital replacement:						
Purchases	\$692,901	\$295,990	\$256,490	\$234,490	\$156,000	\$533,000
Other Operating	\$1,107,334	\$1,192,800	\$1,228,400	\$1,265,100	\$1,302,900	\$1,341,800
Total Expenditures:	\$7,443,442	\$7,633,869	\$7,933,896	\$8,207,000	\$8,277,775	\$8,945,500
Net Revenues over (ui	nder)					
Expenditures:	\$(251,908)	\$56,187	\$ 99,925	\$ 122,555	\$ 447,278	\$ 84,518
Capital replacement Funding (savings)*:	\$297,616	\$323,144	\$354,546	\$317,532	\$317,532	\$312,870
Net after Capital Replacement Funding:	\$(549,524)	\$(266,957)	\$(254,621)	\$(194,977)	\$129,746	\$(228,352)

<sup>\*</sup> Funding for future capital replacement (savings) is not a true expenditure but is shown to reflect the commitment of money

The mid to late-2020s are predicted to be a fiscally challenging time for the City. The City will become built out (slowing revenue growth), nearly 13.4% of its annual operations will be committed to debt payments, its street maintenance fund reserves will be exhausted, and generous federal funding assistance may be largely over. These challenges are compounded by the fact the City has three subdivisions with road maintenance requirements that will likely come due in the late 2020s and early 2030s. The City will continue to pursue sales-tax-generating businesses and seek other revenue opportunities to reduce the property tax burden. The City will

<sup>\*\*2023</sup> is shown in negative balance because the City is utilizing Street Maintenance Fund Balance reserves (\$508,000) and Debt Fund balance reserves (\$51,800) to pay the debt service and a \$260,000 land purchase was made from capital reserves. The use of reserves kept the tax rate increase in 2023 to only \$0.01.

continue to pursue grant funding at the State and Federal levels for street, drainage, and water system renewal.

As of 2023, the City has many fiscal strengths: the highest bond rating available, a robust tax base with low property tax rates, and healthy financial reserves. The City's history of wise financial stewardship and fiscal conservatism has put it in this position, but the way ahead will likely be fiscally challenging. As City Council and staff continue long-term annual financial planning, future City Councils will consider long-term forecasts during annual budget deliberations. With these efforts and continued wise stewardship, City Council and staff will overcome the coming fiscal challenges.

## Water Utility Long-term Finances

The Shavano Park water system is funded directly by revenues collected from residential water sales. Variations in annual rainfall have a significant impact on revenues each year. During dry years, residents use significantly more water as the City collects more revenue from increased water sales under its progressive tiered fee structure. Water conservation awareness and practices have also impacted water usage and revenues as residents are using less water per household than they did 15 years ago. The City forecasts the annual budgeted revenue by averaging the previous five years' usage.

Weather and usage make the development of the Water Utility annual budget and long-term financial planning more challenging. Financial planning is also onerous because the Water Utility is inherently capital-intensive and large, unexpected expenses occur when water wells, tanks, motors, and pumps require repair.

As previously discussed, the City has budgeted for an accurate mapping of the water mains within the distribution system, and a water hydrology model analysis. Generally, we know that the old water mains are asbestos concrete or ductile iron and need replacement. However, replacement of old water mains is expensive, and the water system cannot afford to replace them all at once. Anticipating the cost and schedule needed to replace the old water mains is arduous.

Figure 10 on the next page forecasts the Water Utility annual budgets from 2023 to 2028. The calculations use the 5-year average annual rainfall totals, the same employee compensation cost predictions as previously mentioned, the scheduled capital replacements, and assume no new debt. This short-term analysis may be used to demonstrate that revenues are expected to remain about the same (without rate increases) and expenses will increase, not accounting for water line replacement, creating financing challenges over the long term.

The City staff has secured a \$750,000 grant using American Rescue Plan Act funds for the water system. This grant will assist the water fund in the short term by offsetting some capital improvement project costs.

While water rates have increased to allocate debt costs to households, water usage fees have not changed for more than a decade. The Water Service Fee (based on the size of the meter) has not changed since 2005 and the Water Consumption fee tiers (based on gallons of water consumed each month) have not changed since 2010. In 2019, the City Council approved an increase in the Debt Service fee to prevent operating revenues from supporting debt payments. Note that this fee has not been adjusted to reflect the utility's share of the State Infrastructure Bank (SIB) loan used to relocate water mains on NW Military Highway.

Figure 10. Long-Range Forecast for Water Utility Fund

		C	ITY OF SHA	VANO PARI	K		
	Foreca	st - Water U	Itility and Wat	er Capital Re	eplacement l	Funds	
		Budget		Projected			
		FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Revenues:							
Water Revenues	S	\$ 1,003,600	\$ 1,055,450	\$ 1,055,668	\$ 1,056,257	\$ 1,056,869	\$ 1,057,506
Other Revenues	;	54,524	84,095	78,825	78,346	77,963	79,627
Total Rever	nues	\$ 1,058,124	\$ 1,139,545	\$ 1,134,493	\$ 1,134,603	\$ 1,134,832	\$ 1,137,133
Expenses:							
Personnel		\$ 347,607	370,505	392,205	413,105	431,905	449,605
Debt Service		212,772	216,703	214,140	204,310	161,940	163,640
Bond Agent Fee	es	400	400	400	400	400	400
Capital Purchas	es	73,667	54,380	5,840	9,840	5,840	52,300
Other Operating		352,144	460,300	474,200	488,400	503,100	518,200
Transfer to Gene	eral Fund	22,050	22,050	22,050	22,050	22,050	22,050
Total Exper	nses	\$ 1,008,640	\$ 1,124,338	\$ 1,108,835	\$ 1,138,105	\$ 1,125,235	\$ 1,206,195
Net Revenues over (	(under)						
Expenses		\$ 49,484	\$ 15,207	\$ 25,658	\$ (3,502)	\$ 9,597	\$ (69,062)
** Capital Replace	ement:						
Funding (sa	avings)	66,484	81,662	81,663	78,216	77,838	77,839
Net Revenues over (	(under)						
Expenses After	Capital						
Replacement Fu	unding	\$ (17,000)	\$ (66,455)	\$ (56,006)	\$ (81,718)	\$ (68,241)	\$ (146,901)
Notes:							
Projections are of	n a budgeta	ary basis of acc	ounting.				
Interfund transact	tions have b	een eliminated	to avoid overstat	ting revenues an	d expenses		
** Not a true expens	se, but refle	cted to show th	e commitment of	moneys and the	erefore unavailal	ble for operating	purposes

Going forward, the Water Advisory Committee will continue to conduct periodic water rate studies to ensure water user fees cover the Utility's expenses. As per the 2023-2024 budget, the

City will complete the accurate mapping of the water mains and fund a comprehensive water hydrology model. In 2024-2025, the City will propose a water main replacement schedule to more accurately predict future capital replacement costs. Finally, City Council and staff will continue to seek federal or state grant funding for the remediation of aging distribution system pipes. Accomplishing all these tasks will increase the accuracy of financial forecasting and ensure the water system remains self-sufficient in its mission to provide high-quality water service to customers.



## Acknowledgements

# The City acknowledges and thanks all those who contributed to our Community's vision in this 2023 Town Plan:

### **Residents of Shavano Park**

Residents who participated in the Town Plan public hearings and online surveys

### **Mayor and Council**

Bob Werner, Mayor
Konrad Kuykendall, Mayor Pro Tem
Albert Aleman, Alderman
Maggi Kautz, Alderman
Pete Miller, Alderman
Lee Powers, Alderman

## **Planning and Zoning Commission**

Carla Laws, Chairman
Sean Fitzpatrick, Vice-Chair
Donna Beladi, Commissioner
Lori Fanning, Commissioner
Vicky Maisel, Commissioner
Bill Simmons, Commissioner
William Stipek, Commissioner
Song Tan, Commissioner
Cindy Teske, Commissioner

## City board members, staff and community stakeholders

Al Walea, Chairman of Water Advisory Committee Bill Hill, City Manager Bitterblue, Inc. Brenda Morey, Finance Director Curtis Leeth, Assistant City Manager Gene Fox, Police Chief Brandon Peterson, Public Works Director Darrell Dover, Fire / EMS Chief, Fire Marshal

## CITY COUNCIL STAFF SUMMARY

Meeting Date: September 18, 2023 Agenda item: 8.11

Prepared by: Bill Hill Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action - Resolution R-2023-013 recording an update to the City of Shavano Park history and listings of key leaders - City Manager

Χ

**Attachments for Reference**:

- 1) Town History Key Events and Milestones as of
- September 18, 2023
- 2) Key Leader Records as of September 18, 2023

**BACKGROUND / HISTORY:** The City Manager has been slowly developing a history of Shavano Park Draft Template for several years. Recently, more detail was added and a draft version was widely distributed to gather more input.

**DISCUSSION:** The intent of the action is to approve by Resolution a version of the Town History Key Events and Milestones known as of September 18<sup>th</sup>, 2023 and a City of Shavano Park Key Leader Record as known as of September 18<sup>th</sup>, 2023. Sources of information were primarily old city newsletters, minutes from meetings, and personal accounts. Admittedly, there are gaps and important milestones that have not been captured. Over time, should someone continue to research ordinances, minutes and other meeting records some of this information may be added.

Approval by Resolution will place this version of the Town History supporting documents in the official permanent records. The history could then be updated periodically with recent current events as well as older events should additional research warrant an update.

**COURSES OF ACTION:** Approve by Resolution or provide staff further guidance.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Resolution R-2023-013 recording an update to the City of Shavano Park Key Events / Milestones and a listing of Key Leaders as known as of September 18<sup>th</sup>, 2023.

#### **INTRODUCTION**

The City of Shavano Park (originally known just as Shavano) is located in northwest Bexar County at the edge of the Texas Hill Country, approximately 12 miles north of downtown San Antonio, and along the Olmos and Salado Creeks.

According to TSHA (Texas State Historical Association), the original Town of Shavano was established in the 1880's along the Olmos Creek and served as a stagecoach and rail stop between San Antonio and Boerne. Early on, the site had a store operated by Augustine de Zavala, who became postmaster when the Shavano post office opened in 1881. Shavano became a small station and switch on the San Antonio and Aransas Pass Railway in 1884, and that year the community shipped corn, cotton, hay, and livestock. At that time, daily stages operated between Shavano, San Antonio, and Boerne, and the town had a saloon, a carpenter, a grocer, and fifty residents. In 1890, Shavano included a church, a district school, and a population of eighty, and by 1892 its population had grown to 100, where it remained until 1896. After that the community declined.

George Arthur Stowers came to Texas in 1889 and opened several successful furniture stores. By 1903, the Post Office was closed and the site of the township of Shavano Park became part of the Stowers Ranch, which spanned 7,500 acres. The Land Stowers originally acquired was part of a Spanish Land Grant. At this time, remote terrains of the ranch were reported to be occupied by Indians.

**What does "Shavano" Mean?** There are several theories on the origin and meaning of "Shavano"

Soon after the Civil War, William Locke and fellow pioneer Lewis Lacey opened a supply depot at the intersection of Fredericksburg and Wurzbach roads to serve the stagecoach line that operated between San Antonio and Fredericksburg. "Soon, the stage was stopping twice a week with mail, supplies and passengers," writes Locke Hill Elementary School librarian Norma Murphy in a history of the school.

By 1868, the community had grown to include several families. Judith Locke was the first teacher of what was first called the "**Shawano**" School; pupils met in the back of her father's supply depot.

The following year, the building grew even more important when the Locke Hill Post Office was established there. (As the community changed, the names "Locke Hill" and "Shavano" often replace each other. Legend has it that the latter name, commemorates a vanished and otherwise undocumented Native American tribe.

A related theory is that a French-surnamed rancher in the area once employed some remnant of the mission Indians. A phonetic pronunciation of his name.... say, "Charbonneau" — may have left them known as "Shavano's Indians.").

In the 1800's there was a Ute Indian Chief from Colorado named Shavano. Additionally, according to local folklore, the word "Shavano" meant "Mighty Mountain" in the language of the local Shavano Indians. No record exists of Chief Shavano or any "Shavano" Indians in the area. However, Mrs. Madeline Walthall, a previous resident of Shavano Park stated that Lieutenant Donald C. Little (her brother-in-law) was a U.S. Army Officer stationed at Fort Sam Houston from 1931-34 and during movements on horseback to Camp Bullis he reported seeing an

encampment of Indians on the high ground on the west side of NW Military Highway (at the time was a dirt trail between Fort Sam Houston and Camp Bullis).

According to George Fillis, a resident on Warbler Way since 2003, early settlers recognized this high ground as an earthen formation known as Flint Mound, the highest point in the City of Shavano Park. In platting Shavano Estates, the original name for the road that surrounds Flint Mound was Flint Mound Circle, later changed to Warbler Way.

George and Karen Fillis have found arrowheads, flint, and lead fragments on Flint Mound. Centuries ago, amidst tree cover, lore holds that Indians took refuge and advantage of areas on Flint Mound that provided 360-degree views.

In his short story, "Shavano," George reports that yet another speculation comes from another meaning of the word. According to *Indian Placenames in America* by Sandy Nestor, Shavano means "blue flowers," and Indian lore called bluebonnets a "gift from the Great Spirit." So, the area may have been named Shavano for the bluebonnets that bloom in the spring.

### **City of Shavano Park - Key Events and Milestones**

- Wallace Rogers and Sons purchased the Stowers Ranch north of San Antonio (historically famous 7,500-acre ranch)
- 1948 The 1<sup>st</sup> Shavano Park Residential Development (567 acres) is platted (west of NW Military Highway) under the name of the Forest Oaks Development Company. First homes are constructed in 1949, many of them owned by retired military officers after WWII and included General Courtney Hodges a famous wartime commander. Rogers' sons built homes in Shavano Park and lived in the new community for a number of years.
- 1948 The Forest Oaks Development Company created Deed Restrictions for the Shavano Park subdivision and the Forest Oaks Development Company President C. Stanley Banks filed them with Bexar County on February 11, 1948. The restrictions included:
- 1951 The Shavano Park Volunteer Fire Department is created
- 1952 Shavano Park Garden Club was organized in May 1952 with 30 members with its purpose in uniting ladies who were interested in gardening and nature. The first Garden Club year book was published and the City has one copy of the original.
- 1956 Shavano Park Incorporated into a General Law City with a population of 167
- 1957 Wallace Rogers was elected as the first Mayor of Shavano Park. Wallace Rogers was later recognized as the principal architect of the City of Shavano Park.
- 1958 The City passed its first four ordinances:
  - 1 Establishing the Fiscal Year from 1 July through 30 Jun each year
  - 2 Appointing Mrs. Ruth Herring as the Treasurer for the Town of Shavano Park; Ruth also served as the 1<sup>st</sup> City Clerk
  - 3 Authorizing the issuance of Street Improvement Bonds as voted in the Nov election
  - 4 Levying a tax on all personal property at \$0.25 / \$100 valuation

- Collection of a 25 cent-rate tax began. Quote from the minutes of April 1959, "Until the collection, last January of the 25 cent-rate tax, the Town Council had no money whatsoever on which to operate. There was a voluntary contribution of \$5.00 per lot about two years ago, but the money derived therefrom was soon spent in trying to patch the streets. As of March 31, 1959 the sum of \$2,122.86 was collected through the 25 cent-rate tax. From this fund approximately half was spent for legal fees; office supplies; printing; repayment of loan necessary to pay for labor and materials to fill chug holes in 1958; binding tax rolls; and bond advertising".
- 1959 The City issued its first debt an \$85,000 Street Bond.
- 1959 City's tax rate was \$0.58 / \$100 evaluation.
- 1959 An ordinance first establishing a zoning and building regulation prescribing minimum construction code and certain building restrictions to be in accordance with a comprehensive plan; prescribing permit requirements; and establishing the Town Planning Board was passed.
- 1960 Census population was recorded at 343 residents
- 1960 In April, Council appointed Major General Frank Robinson (retired) to serve as the Judge of the Corporation Court of the Town of Shavano Park.
- 1961 As a result of daytime burglaries, the Town Marshal presented a plan for the patrolling of Shavano Park during the night hours using "people who would volunteer as patrolmen..."
- The 58<sup>th</sup> Legislature enacted the Municipal Annexation Act and declared that unincorporated areas which are contiguous to the corporate limits of any city shall be known as the extraterritorial jurisdictions of cities in the state. This led to overlapping shared extraterritorial jurisdictions between Shavano Park and the City of San Antonio.
- Shavano Park's ETJ was outlined into four areas extending ½ miles from the City Limits. Area 1, which is now Huntington. Area 2, which is now Shavano Creek, Bentley Manor and Willow Wood. Area 3, which was 1.05 square miles north of Loop 1604 (now in the City of San Antonio). Area 4, which was 1.36 square miles east (Inwood Subdivision) and south of the current southern boundary extending south of Huebner Road (now in the City of San Antonio). The Shavano Park property taxes had been lower twice in six years and were assessed at \$0.40 / \$100 evaluation. Shavano Park had its own Tax Collector
- The population of San Antonio, Texas was in excess of 600,000 inhabitants and its extraterritorial jurisdiction, established by law, consist of all contiguous unincorporated area, not a part of any other city, within 5 miles of its corporate limits. The population of Shavano Park, Texas is less than 5,000 inhabitants and its extraterritorial jurisdiction established by law consist of all the contiguous unincorporated area, not a part of any other city, within ½ mile of its corporate limits. The area under the extraterritorial jurisdiction of Shavano Park, Texas and said areas overlap each other. It is provided in the Municipal Annexation Act that in the event an area under extraterritorial jurisdiction of one city overlaps an area under the extraterritorial jurisdiction of one or more cities, such overlapped areas may be apportioned by mutual agreement of the governing bodies of the cities concerned, and such agreement shall be in writing and shall be approved by ordinance or resolution. On June 14, 1965 the

City of Shavano Park and San Antonio entered into an agreement to apportion shared extraterritorial jurisdictions. In the agreement. Shavano Park retained ETJ areas 1 and 2, while San Antonio gained ETJ areas 3 and 4.

- 1962-64 The first two streets of Units 9 & 10 first unit west of NW Military Hwy (a section of Broken Bough and Elm Spring Lane) were initially developed in what is now Zoning District A-3 (often referred to as the "New Old" area of town).
- Unit 11 west of NW Military Hwy (Turkey Creek, Honey Bee) continued to be developed by Wallace Rogers & Sons and advertising catered to "San Antonio business men and retired Army officers who prefer a "Suburban" atmosphere for their own leisure hours and for the health and happiness of their families." Development continued to DeZavala Road.
- 1967 Wallace Roger Sr. born October19, 1887 died on August 6, 1967.
- 1970 In the spring of 1970, the Shavano Park Garden Club members decided by a majority vote to become the Woman's Club of Shavano Park. Annual dues were \$4. The club held nine monthly meetings, two of which were social: The fall barbeque and the December Christmas Party.
- 1971 City hired first policeman (Dec). Ray Seale, a Bexar County Deputy Constable and profession security guard. He was paid \$100 a month plus mileage. In Feb 1972, he was then hired as the Town Marshall.
- 1971 In September, the Plat establishing Bikeway Lane and roads south of De Zavala was approved (Ripple Creek, Painted Post Lane, and Pepper Bush Lane) was approved. The next new Plat approved in Shavano Park was 11 years later.
- 1972 Development began on Ripple Creek (South of DeZavala), Pepper Bush, and Painted Post. After the initial development south of DeZavala occurred, further development ceased for a number of years primarily due to a lack of water as well as economic conditions. The Edwards Aquifer Wells in the city proper were all very limited capacity Wells. In 1972, initial discussions and coordination occurred with the San Antonio Water Board in reference to supplying Shavano Park with Water.
- Census population was recorded at 881 residents. The volunteer Fire Department still existed with one truck. The City hired first Police Chief (Nate Tyler) and the Police Department was created.
- 1972 Ordinance #3, manifesting an agreement with the Shavano Park Water Supply Company and the Forest Oaks Development Company, provided for the transfer of the water system to Shavano Park and officially created the new Water Board, that Board being charged to run the water company on a self-supporting basis. Five people were appointed to the Board with Garnett Boone serving as its first Chairman.
- 1972 Ordinance No. 7 amended previous ordinance Establishing Zoning and Building Regulations in accordance with a comprehensive plan
- 1974 The Forest Oaks Development Company (Rogers Family original developer) still operated. Its Vice-President was Wallace Rogers JR and its Secretary was Russell Hill Rogers.

- 70's The Rogers Shavano Ranch Ltd. Joint Partnership was formed with Denton Communities. An agreement was reached where Denton would purchase and provide an additional water supply and would enter into separate agreements to develop Units 15A, 15B, and 15C (also known as Shavano Estates). Denton Communities purchased approximately 90 acres south of Huebner Road in what is now the Warwick Farms subdivision and commercial development and drilled Water Well #7 providing significant pumping capability
- The Shavano Park Water Board recommended to City Council that the water system be turned over to San Antonio; the Council rejected the proposal. The matter was placed on the ballot and the citizens voted on a referendum to consider several options to include allowing the San Antonio Water Board to take over the Shavano Park water system. It failed. The Council removed all Water Board members from office.
- "A New Location for City Hall. Your city government is now established in its new location on city property at 99 Saddletree Road in the refurbished building heretofore referred to as "Town Hall Annex". With the exception of the Volunteer Fire Department, all activities formerly conducted at 15402 N.M. Military Drive in facilities provided by the developer are now operating at the new location." February 1975, The Shavano Park Newsletter. The editor, Herb Grills suggests "the time is not far distant, in my opinion, when Shavano Park will have to employ a full-time City Manager".
- 1976 Approximately 470 homes existed in Shavano Park; the property tax was assessed at \$0.40 / \$100 evaluation. Shavano Park still had its own Tax Collector
- 1978 "The Flame" was first published and distributed by the Volunteer Fire Department in August 1978, replacing the Shavano Park Newsletter.
- 1978 The Shavano Park Gardeners were established. The purpose was to encourage interest and achievement in all phases of home gardening and promote better horticultural practices, civic beauty and conservation of natural resources.
- In August, Council authorized the issuing of bonds (debt). The 1979-80 tax rate was established at \$0.67 / \$100 of which 31 cents was applied to the debt incurred by the bond issue.
- 1979 A new City Hall was built and occupied in the fall; formal dedication was November 19th (now the Fire Department Office and Living Quarters).
- 1980 Planning and Zoning Commission first established. A Planning Board has previously existed.
- 1980 Census population was recorded at 1440 residents
- 1981 After 11 years, the Plat for Unit 14 (one Lot #1172) was approved.
- Mayor Sharp sent a letter to San Antonio City Water Board regarding the emergency sale of water to the Town of Shavano Park. According to the letter, "During the past several summers, the Shavano Park water system has experienced pump failure at critical times of peak water consumption, forcing us to limit the use of water until such time as the well was restored, usually not more than 5-7 days. City Water Board replied that they could not provide a permanent connection for the sole

purpose of providing emergency water. However, they stated that in a dire emergency City Water Board would assist to obtain emergency drinking water. Note: ??? (See 1981 newsletter to complete)

- 1981 Shavano Park Gardeners Club won two honors for Landscape Design from the Texas Garden Clubs, Inc.
- City hired a second Police Chief, Lloyd Griggs (November). Reserve Officer, Marrie Stannard, began working patrol and she later became the first women to serve as a Texas Ranger. Shortly after a second full time police officer was hired (Tom Harm).
- 1982 Annexed 5 additional Acres of Unit 15A known as Shavano Estates (November)
- 1983 Unit 15A Shavano Estates began development. Advertisement brochures used the slogan, "A Community of Country Estates". As originally platted, Warbler Way was recorded as Flint Mound Circle and Happy Trail was recorded as Four Winds.

Early 80's – Denton Communities created a development concept and entered into a development agreement with the City for the area in the ETJ now known as Shavano Creek. The development was to be high density residential to look similar to the Hunters Creek subdivision. The citizens of Shavano Park protested and the City backed down from the agreement as the City (residents) desired to develop 1 acre lots. Denton Communities entered into a lawsuit with the City and the individual Alderman in an effort to resolve. The lawsuit was later settled under what some call the "Stars and Donuts" plan, which compromised by allowing .7 acre lots and reducing the setback requirements (individual lots were labeled with a star or a circle, which determined the setbacks distance). About the time the lawsuit was settled and development was to begin in Shavano Creek, the bottom fell out of oil and local real estate. Saving and Loans went bankrupt and most developers followed.

- The City hired George Daryl Dilworth (Jan), who was the first paid fireman at \$6 per hour and he served as the Assistant Chief. The Council vote to hire him was 2 for and 2 against with the Mayor voting yes to break the tie and hire him. The Shavano Park Volunteer Fire Department went door to door to raise money for his salary. His job as Paramedic was to respond to calls in a fire truck, and volunteers would POV to him. City contracted EMS from San Antonio and George responded to calls first (as it often took 20-30 mins for EMS to respond). On fire calls, he started the truck and the first 3 citizen / volunteers would climb on with him to respond, and late arrivals would either POV to the call or wait at FD to bring another unit. On many days he rode in the SPPD patrol car with bunker gear, first aid kit, and oxygen cylinder in back seat to serve as a backup for the police. The fire and police worked hand in hand on most everything.
- Mayor Austin announced the creation of a committee on Long Range Planning (aka Future Requirements for Facilities) was formed in November consisting of James Soat, James Black, and Henry Fox. Its purpose being to establish City growth and determine future requirements for manpower, facilities, and equipment.
- In January, the Long Range Planning committee estimated that Shavano Park's population would eventually peak at approximately 4,672 people. They noted that the present City Hall was built in 1979 at 1,050 square feet and was already inadequate. The greatest need for expansion was the police force and a proposal was made to expand City Hall. The proposal was not agreed to.

- A proposed plat of Unit 16A (1<sup>st</sup> section of Shavano Creek included Cinnamon Oak, Lacey Oak, and Limestone Oak) was approved in January this plat would be the subject of debate for a number of months and the final plat passed with variances in June. The proposed Declaration of Conditions and Restrictions was also then the subject of much debate between the City and the Developers.
- Well #8 was drilled as a backup. The Wells known as Wells # 7 & 8 remain the City's main water source even though they are located outside the City Limits. Initially, both of wells 7 and 8 pumped directly into the water distribution system, which caused high head pressures on the wells, and pressure surges in the system.
- The Neighborhood Watch Program was established in June to about "a dozen residents". The proposed FY 85 budget was \$295,586, while the tax rate had been reduced to \$0.1379 / \$100 valuation. Water Well 8 was established as a backup to Well 7.
- 1986 Shavano Estates 15 C Development began (Ripple Creek was extended to join Happy Trail).
- 1986 'The Flame' published its last newsletter in August and 'The Shavano Park Newsletter' published its first newsletter also in August.
- The Future Needs Committee was expanded and included eight members with Herb Austin as Chairman. In February, the committee provided ten recommendations ranging from expanding City Hall to considering annexing ETJ areas and keeping an open mind on commercial development. A focus of the city was improving the City's revenue situation.
- City Council passed a budget that increased taxes from about \$0.13 / \$100 to \$0.1913 / \$100 valuation and that tax increase that exceeded the Rollback Rate. A petition delivered December 6<sup>th</sup>, gained enough votes to force a referendum election, in which the Mayor resigned (Jan 87).
- 1987 On February  $7^{th}$  1987 the voters of Shavano Park overturned the tax increase and reduced it to 0.14 / 100. It was a significant community issue on both sides with some residents even offering to donate the tax refund back to the City.
- In March, the City presented a plaque to Truce Hahn in memorial recognition of Charlie Hahn, whose interest and dedication to the town earned him the unofficial title of 'father of Shavano Park'. LTC (R) Hahn started the Shavano Park Newsletter, wrote, printed and distributed in for ten years with help from Truce and friend Ann Goodman. They were hand delivered on foot or bicycles at no cost to the City. He served as Building Inspector, as well as Mayor (1972-1977). In 1984, although he didn't want to serve, voters elected him as Alderman as a write-in candidate without even asking him. He organized a rifle team that competed in the 1960s.
- Laddie Denton and Gene Powell created Bitterblue Inc., which took over the development of Shavano Creek and subsequently the remaining development of Shavano Park on behalf of the Rogers Family.
- 1989 The City approved both a PUD plan and Plats for the small new subdivision called DeZavala Estates.
- 80's/90's Late 1980's to early 1990's, Shavano Park citizens, Women's Club, and the Volunteer Fire Department hosted approximately four (4x) shotgun 5K races through the Eastside of Shavano Park to

purchase equipment for the Volunteer Fire Department. Volunteers got about 4 or 5 business sponsors to help defray costs. T-shirts were made for each race that all participants got with their registration. The race started at the old City Hall and went down Saddletree, Fawn, Shavano, Chimney Rock and Cliffside to Bent Oak where runners had a turn around that took the back to the City Hall for refreshments and trophy ceremony. There were runner, walker and wheelchair categories. The race was started with a shotgun blast by John Willing who was our KMOL weatherman guest celebrity. The City had about 350 participants the first year and were up around 550 by the 4th year. It was a very popular event with lots of community involvement.

80's/90's - There was an agreed ETJ swap between Shavano Park and San Antonio that changed boundaries along Lockhill Selma and also gave San Antonio areas adjacent to Huebner Road on our Southern boundary. It also limited the type and height of development adjacent to Shavano Park on our Southern boundary.

- 1990's The Shavano Park Water Board purchased land and added the Huebner Road tank and transfer pumps, and that dramatically improved the capacity of Wells 7 and 8, lowered the pressure on them when they were pumping, and reduced pressure surges in the system. It also eliminated the dumping of thousands of gallons of water into the creek behind the wells, which was the technique initially used to help mitigate the surge when the Wells first kicked on line.
- 1991 City hired the first Fire Chief (James Green) and the full time Fire Department was created
- 1991 In the Spring, a major storm event occurred.
- 1992 The 1st Unit 1 Shavano Creek was sold out after 7 years of difficult economic times.
- Denton Development developed a plan to subdivide Shavano Park Unit 15D into eighteen (18) one-acre residential lots in the 21.8 acres of land north of the intersection of NW Military Highway and De Zavala Road. A preliminary plat was submitted on July 6,1993. The subdivision never occurred and the property was to be later donated to the City by the Rogers Family and now known as the municipal tract where City Hall is located.
- 1993 Shavano Park Gardeners were honored in the Governor's Community Achievement Awards for outstanding and creative leadership and initiative in achieving a clean and beautiful environment by the Keep Texas Beautiful, Inc. Again in 1994, the City was awarded as Keep Texas Beautiful Community.
- 1993 In the Spring, a major storm event flooded many areas across the City.
- 1993 In December, City Engineer Vickery & Associates produces what is thought to be the first Drainage Plan for the City of Shavano Park. The plan included possible detention basins and a significant number of swales, low water crossings and maintenance of dead trees. The total cost of the recommended projects was estimated to be \$4,858,200 (\$4M for Detention Basin).
- 1994 The newsletter was first published as "The Shavano Park Roadrunner", a publication for the citizens of Shavano Park.
- 1994 The City dealt with a number of contentious issues; shortly after the May election, the Mayor and two Aldermen resigned. A special election was held to appoint a complete Council.

- The Mayor, Chairman of P&Z and an Alderman met with four homeowners from Shavano Creek who were located in the City's ETJ and expressed interest in being annexed into Shavano Park. This raised many questions that were related to water service; increase in tax base; increase in cost of services; improvement of streets; and 8 acres of commercial property. General Law municipalities can only annex areas with the consent of the majority of the residential voters in such area.
- Bitterblue, Inc. joined with TxDOT in facilitating the build out of Loop 1604 access roads. These roads were necessary to complete any remaining office and business development in the City's northern ETJ (as well as other development north of Loop 1604).
- 1996 City Manager form of Government established (Ord. No. 139) by vote of 168 to 65.
- 1997 Shavano Park hires its 1<sup>st</sup> City Manager, Michael Cerneck, on 1 April 1997.
- 1997 On August 19<sup>th</sup>, the City Council votes 3 to 2 to reject a proposed ordinance amendment that would have called the Public Works Board to serve in an "advisory" capacity to City Manager instead of the Council. The Public Works Director continued to work for the Board instead of the City Manager, despite the fact that previous ordinance had put the City Manager in charge of all departments. The issue was either resolved later by legal opinion or council action, but at some point the Board was designated an advisory committee.
- 1998 A Binding Letter of Intent for Master Planned Development Agreement and Covenants of the City of Shavano Park was entered into by and between: Denton Communities and Rogers Shavano Ranch, Ltd. (the "Developers") and the City of Shavano Park (CSP) for the purpose of providing a planned development/master plan of the remaining vacant land areas owned by Rogers Shavano Ranch, Ltd which are located with the CSP and/or the CSP's ETJ.
- 1998 June 1998 Shavano Park purchases its first <u>new</u> fire truck. A 1999 Ferrara 1250 GPM pumper
- 1998 In October, a major storm event flooded many areas across the City. A car parked at the southernmost home on the east side of NW Military highway was washed away, and forced through the culvert under NW Military Highway, and deposited in a back yard on the West side of NW Military Highway.
- 1999 A Master Development Agreement signed between the City and Rogers Shavano Ranch Ltd.
- 1999 The City annexed Unit 17 that would become Bentley Manor, Willow Wood and Pond Hill residential neighborhoods. Also annexed whole of Unit 19 which would later become Huntington's residential and commercial areas between Salado Creek, 1604 and NW Military (April)
- 1999 City created the Shavano Park Crime Control and Prevention District. City approved order 99-01 adopting the two-year crime control plan and budget for the Shavano Park Crime Control and Prevention District (CCPD).
- 1999 City held an election in which voters established a one cent sales tax (Proposition NO. 1 For 438, and AGAINST 123), and established a half-cent sales tax that funded the City of Shavano Park Crime Control Prevention District.

- 1999 Shavano Park and the City of San Antonio enter into a franchise agreement providing that San Antonio provide water service for that portion of its city limits lying outside Shavano Park system's service area. Inside the City Limit (ICL) rates were applied to newly annexed portions.
- 1999 The City pursued a lawsuit to halt the expansion of quarrying operations and seek damages from the Beckman Quarry.
- 1999 The first commercial building (other than the SW Bell Central Office next to the Fire Station) was built in Shavano Park and was an assisted living facility named Homewood Residence of Shavano Park. The building is located on the corner of De Zavala and Lockhill Selma, and has since changed owners.
- 1999 A Citizen's Committee led by Mr. Hans Liebe published a report titled "Proposed 20-year Master Plan for the City of Shavano Park, Texas on December 1, 1999. The intent of the plan was to "provide the community and its elected officials with a useful roadmap in shaping the appearance and growth of Shavano Park over the next two decades". The plan established goals and timelines with projected costs with the statement that these "will by no means be easy to accomplish. Nor will they be inexpensive". In addition to drilling down to Fire, Police, Public Works and Administrative Departments, the plan provided committee conclusions and recommendations. The plan's vision statement was:

## To provide a safe and secure family-oriented community by developing and maintaining a modern, efficient and progressive governmental and physical infrastructure.

The 18 key recommendations included building a new City Hall, a Police Department Facility, Developing Phase I of the municipal tract, a new Fire Department Facility. As of 2023, most of the key recommendations were completed with the exception of constructing a Civic/Community Center and Phase II of the municipal recreation area. It remains unclear if this comprehensive plan was approved by City Council.

- On June 13<sup>th</sup>, City Council passed a resolution recognizing the efforts of Wallace Rogers JR stating: "WHEREAS, Wallace Rogers JR was the principal architect of the City of Shavano Park's vision and special character; as WHEREAS, Wallace Rogers JR passed away on May 21,2000..." the City "resolves that we sill continue to enjoy the fruits of his labors for years into the future." Wallace JR was born on April 16, 1924.
- Rogers Shavano Ranch donates 21.804 acres "for general municipal, municipal recreation, or other community-oriented purposes."
- 2000 The City Annexed the neighborhoods of Shavano Creek and De Zavala Estates (September)
- In January, the plat for Unit 17-A (corner area of De Zavala and Lockhill Selma and the entrance into Bentley Manor) was approved and development of Bentley Manor began shortly afterwards.
- 2001 An August 30<sup>th</sup> Rain event flooded areas across much of the City. Many roads were impassable and many homes were flooded.
- 2002 A new City Hall / Police Station was built on the site of the Municipal Tract. A Shavano Park Founders Fund was established to receive donations used towards the new City Hall and Police Station. The Municipal Building was dedicated on November 2, 2002.

- The first retail store was built (Exxon / 7-11 Convenience Store) and went into operation at the corner of NW Military Highway and Loop 1604
- 2002 In August, City Engineer Don McCrary & Associates produced a Hazard Mitigation Team Report to FEMA Region VI for the City of Shavano Park. The report identified 9 projects for the City that "reflect the severe flood problems which the City has experienced for some time". It identifies 5 major storms beginning with an event in 1993. The report states that on Cliffside Dr. "flood waters have "washed away" vehicles from drives around houses... down stream to the existing culvert under NW Military Highway". The proposed projects included a large detention pond on southwest corner the muni-tract adjacent to De Zavala and Bikeway.
- Northside Independent School District builds Blattman Elementary School in response to increase residential development of Shavano Park. The location and plans are contested by TxDOT due to use of access road.
- 2003 June 2003 Shavano Park purchases it first EMS unit and begins limited EMS response. The first ambulance was a 1995 Frazer type 1 ambulance
- Denton Communities filed an application and the City approved a request to rezone Unit 18 (the planned Willow Wood Residential subdivision) from A-2 PUD to CE PUD.
- Citizens voted to approve the Ad Valorem Tax Freeze on the residence homestead of the disabled and elderly citizens 65 years or older and their spouses by a vote of 420 Yes and 369 No (it is thought that Shavano Park was one of the first cities to adopt by citizen election (not by Council approval).
- Landscaping around City Hall. The circle was completed in its landscaping thanks to Carol Sloan and Barbara Beer's leadership and the help of many volunteers. Discussion ensued as to what to do with the rest of the property that could be made into a park. Council will discuss forming a committee at its next meeting.
- 2005 Denton Communities proposed Shavano Park 19C PUD Plan (Huntington Residential Subdivision) for consideration.
- 2006 Denton Communities initiated development of the Willow Wood residential subdivision.
- 2006 Shavano Park Fire begins full coverage MICU level EMS care
- 2006 Shavano Park celebrated its 50<sup>th</sup> Anniversary on June 17. Catering by Anne Marie's; entertainment by the Rick Cavender Band sponsored by Martin Marietta. Tickets were \$25 each, commemorative coins were issued to previous City key leaders by then Mayor Marne and a historical program was included.
- There were 1,073 single family residents and 68 commercial properties. The total market value of all properties was \$534,046,274
- 2007 Shavano Park Fire Department purchases a new 2007 Frazer EMS unit and remounts its current 1995 unit. This brings the EMS system to 2 MICU level care units to serve our citizens

- 2007 Ordinance No. 200-05-07 Established the Water Advisory Committee.
- After the City built the new City Hall, the old City Hall sat vacant for about five years. The Fire Department was housed in a small inadequate structure in which the sleeping quarters were one room with three beds and lockers. Council then authorized the Fire Department to renovate and convert the old City Hall to a Fire Living Quarters and administrative offices. The budget was \$25K and the Firefighters did all the work.
- 2008 A feasibility study was completed to determine if the City could pump water from the Trinity Aquifer. In December, the conclusion was that it was feasible.
- 2008 Denton Communities with Pape-Dawson Engineers hosted a Shavano Park Drainage Workshop to review storm water mitigation options for the Olmos Creek Basin.
- 2009 The Trinity Well #9 was drilled to a 1,430 feet depth at the intersection of Wagon Trail and NW Military Highway (Triangle). Water quality complications required additional improvements over the next four years.
- The United States Army expressed concern regarding its ability to conduct night training exercises because of excessive outdoor lighting within a five-mile perimeter of Camp Bullis. Shavano Park is located within this five-mile corridor, and in 2009, our City Council established regulations for outdoor lighting impacting Camp Bullis. These regulations support the United States Army and the community of Shavano Park benefits from the reduction of light pollution in the City.
- 2009 A significant storm water runoff and drainage improvement action was implemented by Bitterblue, Inc. with support from Martin Marietta and the Beckman Quarry. An interceptor channel was built north of Wagon Trail Road in order to collect and funnel the water from the Huntington residential development away from residents and into the Pond at Pond Hill. The Pond at Pond Hill was improved to increase capability as a detention pond. A separate retention pond capable of holding 1,775 acre feet was created north of Loop 1604 for the purpose of preventing water runoff south into Shavano Park and the Olmos Creek basin.
- 2009 After 31 years, the Shavano Park Gardeners group combined with the Women's Club of Shavano Park.
- Town Plan "A Continuing Vision" was created and approved by City Council with the following Planning Areas:
  - Municipal Tract Development
  - NW Military Highway
  - Hike & Bike Trails
  - Commercial Development

The plan also acknowledged the existing conditions related to residential property, public property, and drainage. The plan's vision was:

- Maintain the City's rural, picturesque, tree-lined scenery
- Create a more accessible City with Hike & Bike Trails
- Participate in planning the thorough design and careful projected expansion of NW Military Highway by TxDOT

- Create a more community-oriented City through planned citywide activities and by the possible addition of a Community Center and/or Pavilion
- Increase and diversify our tax base through planned developments
- Continue the financial stability of the City
- 2010 The City Engineer, Young Engineering, produced a proposed Drainage Improvement Plan that proposes six major drainage improvements. It is not believed that any substantial improvements were initiated. Projected costs totaled \$978,211.
- Council approved the expansion of Fire Station from two bays to four bays and the expansion of the existing bays. This gave the department for the first time the ability to house all vehicles inside.
- There were 1,187 single family residents and 141 commercial properties. The total market value of all properties was \$820,290,528
- 2012 The Ad Valorem tax rate was established at \$0.32 / \$100 valuation.
- 2012 Shavano Park replaces its 1984 fire engine with a new E-One 2000 GPM Class-A CAFS pumper
- 2013 Starbucks was built at the east corner of NW Mil Hwy and Loop 1604. This was a big deal!
- The Trinity Well #9 was put full into operation in the spring of 2014. The Well experienced an apparent lightning strike in October 2014 and pump / motor / electrical cable were replaced.
- 2014 By election, the City voted to create a Street Maintenance Fund in which \$0.5% of sales tax collected would be allocated. This also changed the Crime Control Prevention District fund from collecting \$1% to \$0.5%
- The City conducted a land swap with the City of San Antonio in which the City gained 1.88 acres on the south east end of Cliffside Drive to gain access to the Salado Creek trail system as well as 4.36 acres located in what is known as Napier Park. In exchange the City transferred 31.81 acres of non-developable land in the Salado Creek basin (owned by Bitterblue, Inc.) to the City of San Antonio so that they could complete the Salado Creek trail system (hike and bike trail).
- The City conducted a feasibility study on the use of the municipal tract. The study concluded that the City had a number of feasible options for recreational and municipal use.
- City Council packets were prepared electronically instead of hard copy and posted on the City's Website. City Council meeting began to be recorded and posted on the website for citizens to view.
- A residence on Bobcat Bend was diagnosed with Oak Wilt on multiple trees. Public Works and a contractor rapidly completed trenching operations spanning six properties to prevent the spread.
- The City conducted a survey of citizens to gain input for the future of the municipal tract. The survey results have been debated, but showed support for certain low key improvements, while there was also support for not improving it.

- A new first class Public Works Building was built and dedicated adjacent to the Fire House. This replaced the inadequate trailer that was used for a number of years.
- City earns "Tree City USA" award recognition. In 2015 the Shavano Park Citizen's Tree Committee spearheaded the City's efforts to become a Tree City USA. This program, administered by the Arbor Day Foundation since 1976, recognizes communities committed to sound urban forestry management. Over 3,400 communities are a part of this program. A community is required to maintain a tree board, have a community tree ordinance, spend at least \$2 per capita on urban forestry and celebrate Arbor Day
- 2015 Bitterblue built and donated the south monument sign on NW Military Highway
- 2015 The City earned the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2015 2016 Budget
- Shavano Park Fire and Water Department are awarded an ISO rating of 2 on November 1, which places them in the top 10% in Texas and the top 3 % across the United States.
- 2016 City is recognized in the Scenic City Certification Program (5-year certification)
- 2016 City is recognized in the Firewise USA recognition program. Since being recognized, the City has completed two projects to improve wildfire safety in the City. In 2017, the City created a one-acre demonstration area of a Firewise forest on the City's Municipal Tract to show residents how to improve wildfire safety on their properties. In 2018, the City with the help of the Texas A&M Forest Service created a Shaded Fuel Break along the borders of the Municipal Tract to reduce the likelihood that any wildfire on the tract would spread to nearby areas
- 2016 City earns "Tree City USA" award recognition and the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2016 2017 Budget
- 2016 The Trinity Well again experienced an apparent lightning strike in 2016 and the pump / motor were replaced. During this replacement, the water column was assessed to be corroding/pitting with damage to threads and a decision was made to replace the water column with Stainless Steel pipes.
- 2017 The water system replaced the entire Supervisory Control and Data Acquisition (SCADA) system after the old system was on the brink of failure. The Trinity well was also refurbished and a lightning strike and a need for improving the well.
- 2017 City earns "Tree City USA" award recognition and the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2017 2018 Budget
- In November, the City Engineer, KFW Engineers, presented a comprehensive Shavano Park Master Drainage Plan. This plan identified 12 Areas of storm water drainage concerns. Projected costs ranged from \$24,605 (Berm) to \$5,396726 (Turkey Creek Stormwater).

- 2018 On February 22, 2018 the City of Shavano Park Police Department achieved "Recognized Status" for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program of the Texas Police Chiefs Association. Of the 2,667 police agencies in Texas, the Shavano Park Police Department became the 146<sup>th</sup> agency to achieve this status. This recognition is based upon the policies, standards, and practices of the department following the 168 Best Practice Standards, and involved a comprehensive two-year agency process culminating in a two-day audit of all areas of the agency
- 2018 The first ever City of Shavano Park fiesta medal was designed and produced.
- On July 23, 2018 the City adopted *Shavano Park City Living with Country Charm* as its official City slogan after a four-month public involvement campaign. The slogan captures the essence of living in Shavano Park for many of our residents who voted it as the best slogan of five options. Living in Shavano Park means convenient access to employment, retail and entertainment of the San Antonio metro while residing on quiet, dark streets and large spacious lots reminiscent of the Country. The slogan also points towards Shavano Park's history as a quiet country town situated on ranch land between Camp Bullis and San Antonio
- 2018 In October of 2018 City Council approved by ordinance the 2018 Town Plan as a comprehensive planning document with the following six focus areas:
  - Sidewalks & Bike Paths
  - NW Military
  - Residential Development
  - Commercial Development
  - Flooding & Drainage
  - Municipal Tract

The Town Plan published a vision statement for the City: **Shavano Park strives to be the premier** community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth

- 2018 The City was recognized as the fourth community in Texas to be certified by the National Wildlife Federation as a certified "Community Wildlife Habitat" with 89 properties registered as safe habitats for native wildlife
- The City of Shavano Park was awarded the best 2018 Arbor Day Event in the State of Texas for Outstanding Arbor Day Activities by the Texas Chapter of the International Society of Arboriculture.
- 2018 City earns "Tree City USA" award recognition and the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2018 2019 Budget
- 2019 City Council established a municipal tract Citizen's Amenities Committee including several members of Council and citizens from the community. The committee recommended use of \$600,000 in funding to construct a large pavilion, a playscape, and nature trails.
- 2019 May 10, 2019 the new aerial ladder truck was received and training for the new truck began with all members of the Fire Department. The ladder truck was officially put into service on July  $2^{nd}$  at approximately 9:00pm that night when it responded to a mutual aid structure fire in Castle Hills, Texas.

- In March 2019, the Trinity Well's MIOX (chorine) system became inoperative and the Well remained out of operation until Oct 2019. After repair when the Well was placed back into operation, the Well initially pumped 208 gals/min (down from historic 285 gals / min) and within a week pumping reduced to 186 gals/min.
- 2019 The City approved an ordinance providing for the voluntary extension of Shavano Park's city limits by the annexation of a tract of land. The City annexed "Luv-N-Care" daycare which was the last piece of property within the Shavano Park ETJ. Thus, no more ETJ exists for future annexation.
- 2019 City earns "Tree City USA" award recognition and the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2019 2020 Budget
- 2019 The City coordinated with Bitterblue to address significant drainage concerns north of Bentley Manor behind Talmadge Lane. A swale was rock sawed from near Lockhill Selma to the Olmos Basin to protect those residential homes.
- Year of COVID pandemic. On March 23rd, City of Shavano Park Mayor Bob Werner issued a City of Shavano Park Declaration of a Local Disaster and Public Health Emergency. The City Hall front doors were initially locked and all in-person public access was limited by exception. Staff manning continued near normal and leader implemented certain operational procedures for our employees. City Council extended this declaration through October 2020. City Council meeting continued as scheduled, but most were conducted remotely by ZOOM (video teleconference). Arbor Earth Day and Independence Day Events were cancelled. National Night Out included a Police and Fire Equipment Drive through the entire City. During the Holidays, Santa was escorted throughout the City on the Ladder truck and hundreds of residents greeted him from their lawns. For the most part, the impact on operations was manageable, over time most staff eventually caught COVID and fortunately got through it. Several staff lost family members or close friends. It was certainly a difficult year.
- 2020 In February 2020, the Trinity Well was pulled and the following conditions were noted:
  - Stainless Steel threading on the pipes and couplings welded together and removal resulted in damage to the pipe threading's and couplings
  - Two of the three water check values failed (not Stainless Steel)
  - Four of the pump stages are apparently damaged (pump not Stainless Steel)
  - Pump screen was damaged (not Stainless Steel)

In June the Water Advisory Committee recommended to City Council that the Trinity Well (Well #9) be placed into an idle state until further need arises and City Council approved this recommendation.

- 2020 The City constructed a large Pavilion, Playscapes, bathroom and a 1-mile nature trail on the municipal tract adjacent to City Hall.
- 2020 A residence on Fawn Drive was diagnosed with Oak Wilt on a single tree. Public Works and a contractor rapidly removed the tree and completed trenching operations to prevent the spread.
- 2020-21 The City contracted to have three storm water culverts constructed in three areas identified as hazardous in the drainage plan (Bent Oak, Windmill, and Chimney Rock).

- Winter Storm Uri. The February 13–18, 2021 winter storm, also unofficially referred to as Winter Storm Uri, was a major winter and ice storm that had widespread impacts across Texas & the United States Midwest. More than 4.3 million homes and businesses in Texas were left without power, some for several days. Water service was disrupted for more than 12 million people in Texas due to pipes freezing and bursting. Many roads, bridges and overpasses in Bexar County were closed or became dangerous due to icy conditions. The inclement weather caused many fire hydrants to be unusable in emergency situations. Finally, some grocery stores were forced to close due to lack of power and, of the ones that remained open, completely ran out of many basic items like bread, milk, and eggs.

Shavano Park residents from Shavano Creek and much of the "Estates" lost power for three days and SAWS customers were required to boil water. Shavano Park Public Works, Police, and Fire provided essential services throughout the week to include maintaining the water system and no reported traffic accidents. NOTE: Most of our Public Works, Fire, and Police responders selflessly worked the challenges at Shavano Park while at the same time their families were without power, water, and with water pipe leaks.

2021 - City is again recognized in the Scenic City Certification Program (5-year certification)

- In May 2021, TxDOT began reconstruction of NW Military Highway to include a continuous center turn lane, bike lanes, sidewalks and stormwater drainage. The continued growth of the City of San Antonio has caused increased traffic congestion on its main thoroughfares of NW Military Highway, De Zavala Road, and Lockhill Selma Road. During the busiest times of the day, when the traffic count is at its highest, residents along NW Military Highway often find it difficult to safely turn onto or off NW Military Highway. This safety hazard for residents was the primary motivation for the City partnering with TxDOT on a project to widen NW Military Highway and create a continuous center turn lane. This project was a major focus of the 2010 and 2018 Town Plans.

2021 - On July 25<sup>th</sup>, the City hosted a Memorial Dedication Ceremony for the memorial constructed by resident Boy Scout Ryan Matson as part of his Eagle Project. The memorial honored the sons of three Shavano Park residents who were killed in action while serving in the military defending our nation. Honored were:

2LT Frank Riley Loyd Jr.
35th Regt, 25th Infantry Division, US Army
KIA September 26th, 1950
Sinan-Myan, South Korea

1LT Alfred "Joe" L. Kincer III 5th Cav, 5th Infantry Division, US Army KIA March 1st, 1971 Khe Sanh, Vietnam

SSG Michael H. Simpson
1st Special Forces Group, US Army
KIA May 2nd, 2013
Operation Enduring Freedom, Afghanistan

- The City was required to relocate most of the water mains paralleling NW Mil Hwy and four crossing. The City joint bid the work with TxDOT and took out a 20-year State Infrastructure Bank (SIB) loan for \$925,000 (approximate cost of the relocation). Later in 2022, Bexar County approved a grant for \$750,000 to offset the cost of relocating the water lines. Only 4-6% of the use of NW Mil Hwy is from Shavano Park residents and the remainder from Bexar County.
- 2022 A Farmer's Market was approved and began operating at the City Hall parking lot on Sunday mornings.
- The City placed on the May ballot a \$10,000,000 bond proposal for reconstructing the six miles of streets on the east side of NW Military Highway. The bond passed with about an 80% approval.
- The City applied for and was awarded a \$4,000,000 federal grant as a community development project in order to address storm water drainage from the municipal tract and to add bike lanes and sidewalks to De Zavala. KFW Engineers began the detailed planning for the project.
- City Council approved the Municipal Court as a Court of Record. As a Court of Record the Municipal Court gains certain authorities that enable it to better serve the community.
- In June, D&D Contractor began a \$8,000,000 street reconstruction plan for Zoning District A-1 (the "Old Old" subdivision). The reconstruction includes flush curbs in extend the life of the streets.
- 2023 Beginning in August 2022, the Planning and Zoning Commission initiated and update to the 2018 Town Plan. In July 2023, the P&Z recommended for approval the 2023 Town Plan and passed it to City Council. The Town Plan identified the following six focus areas:
  - Community Engagement
  - Commercial Development
  - Property Maintenance Standards & Zoning
  - Municipal Talent Management and Retention
  - Public Infrastructure
  - Long-Term City Finances

The vision statement remained the same as the 2018 plan: **Shavano Park strives to be the premier** community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth

- There were 1,469 single family residents and 216 commercial properties. The total market value of all properties was \$1,949,247,578 with a taxable value of \$1,782,008,563

#### HISTORIC RECORD OF SHAVANO PARK KEY LEADERS

NOTE: This listing captures accurate service of all Mayors, City Managers and Police Chiefs as well as accurate information for most of the Volunteer and Full Time Fire Chiefs. In the early period of the Town and City, numerous other key positions were filled from citizen volunteers such as Tax Assessor-Collector, Town Marshal, Building Inspector, Judge and Prosecutor, Water Board, Fire Board, and Planning Board. There is simply no accurate records of the many volunteers and City Leaders. Many of the old newsletters from the 1960's and forward list key positions, but recording them in beyond the scope of this project. Over time a review of meeting minutes may allow additional detail.

### **Mayor**

Wallace Rogers Jr.	Apr 1957	Apr 1959
Maj. Gen. C.C. Chauncey	Apr 1959	Apr 1972
Charles (Charlie) J. Haun	Apr 1972	Apr 1977
Frank Gruen	Apr 1977	Mar 1978
William (Gene) Sharp	Mar 1978	Apr 1983 (1st Appointed when Frank Gruen resigned)
Herb Austin Apr	1983	Apr 1985
Earl M. McCrary	Apr 1985	Dec 1986
John Horner	Dec 1986	May 1991 (1st Appointed when Earl McCrary resigned)
Linda Zuflacht	May 1991	May 1993
Nancy Hantler	May 1993	Jun 1994 (MPT Peyton led Council until Aug election)
Henry G. Green	Aug 1994	Dec 1994 (by Special Election when Nancy Hantler resigned)
No Mayor	Dec 1994	May 1995 (MPT Peyton led Council until May election)
John Horner	May 1995	May 1997
Thomas (Tommy) Peyton	May 1997	May 2003
Pete Fleischacker	May 2003	May 2005
A. David Marne	May 2005	May 2015
Robert (Bob) Werner	May 2015	Present

## **City Manager**

Michael C. Cerneck	04/1997	10/2001	(1st City Manager)
Stanley Z. Neuse	11/2001	04/2002 (Interim)	
Matt Smith	04/2002	12/2006	
John (Link) Surber	12/2006	10/2007 (Interim)	
Manual (Manny) Longoria	10/2007	04/2011	
Kyle McCain	05/2011	05/2013	
Chuck Pinto	05/2013	10/2013 (Interim)	
William (Bill) Hill	10/2013	Present	

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## City Secretary / Clerk

Ruth B. Herring	03/1958	?/1959
Irene Johnson	06/1959	05/1971
Pat Guthrie	05/1971	01/1974
Mary Ann Kemmerzehl	02/1974	08/1977
Susan Belk	08/1977	01/1978
Billie Johnson	02/1978	(unsure stop dates)
Mason Blake Jr	04/1979	09/1987 (unsure start and stop dates)
Sandra Rietz	12/1987	(unsure start and stop dates)
Patricia Ernst	02/1988	04/1988 (unsure start and stop dates)
Mike (M R) Corbett	03/1989	07/1993 (unsure start and stop dates)
Tammy Bishop (sp)	09/1993	
Leslie D. Roy	12/1993	05/1994 (unsure start and stop dates)
Iris ? Harse (sp)	10/1994	09/1995 (unsure start and stop dates)

Liz Robards	02/1996	04/1997 (unsure start dates)
Julio Fernandez (Interim)	04/1997	09/1997
Stacy L Hansen	10/1997	09/2000
Brian Harrison	01/2001	04/2004
Saundra Passailaigue	01/2004	01/2013
Zina Tedford	04/2013	01/2021
Trish Nichols	01/2021	03/2023
Kristen Hetzel	05/2023	Present

### **Volunteer Fire Chief**

Gen. M. E. Tillery	04/1959
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Walter P. Goodwin 01/1967

R.I. Hesson 1970

Charles "Sonny" Joseph 1972

Michael M. Conrad 1975 06/1976 (Resigned)

Tony Kyrish 07/1976 12/1978 (Resigned)

Bruce Borchers 12/1978 06/1980

Mike Sauders 07/1980 03/1981

Anton (Tony) Kyrish 04/1981 07/1983

Hank Austin 08/1983 11/1991

Terry Russell 12/1991 12/1992 (last volunteer Fire Chief)

### **Appointed Full Time Fire Chief**

James Green 1991 2001

John (Link) Surber 07/2001 12/2006

Michael Naughton 12/2006 10/2018

Darrell Dover	01/2019	Present
Town Marshal		
M.E. Dreyer	04/1957	04/1958
Leonard Specht	04/1958	12/1961
Gene Maeckel	12/1061	1962?
Leonard Specht	02/1965?	09/1972 (unsure of start and end)
Police Chief		
Nathaniel Tyler	07/1972	12/1981
Lloyd Griggs	01/1982	08/1987
John McFall	09/1987	11/1998
Richard P. LaBiche	11/1998	03/2000
Leo Curtis Stewart	03/2000	10/2011
David Creed	10/2011	10/2016
Ray Lacy	10/2016	10/2020
Gene Fox	11/2020	Present
Public Works Director		
James W. McAnelly	1985	1997
Roy Quiroga	1998	2003
Ray Ashinhurst	2003	05/2009
David Dimaline	05/2009	10/2013
Lou Mintz	01/2014	08/2015

07/2023	Present			
10/2015	05/2023			

### **Assistant City Manager**

Curtis Leeth 09/2022 Present

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### **Chairman Planning and Zoning Committee**

General M.E. Tillery 04/1959 04/1961

Col. W. F. Woolridge 04/1961

Roy W. Lyron (sp) 11/1979

Steve Sherman 11/1989

Richard Schoenert June 1994 (unsure start and stop dates)

Don Wallace

Robert Werner 2??? 1999

Bruce Baumann 1999 05/06

Robert Werner 05/06 05/15

Michael Janssen 05/15 09/19

Albert (Buddy) Aleman 10/19 05/21

Carla Laws 06/21 Present