

**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 CoSP, Texas will conduct a Regular Meeting on Monday, March 22, 2021 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers.

SUPPLEMENTAL NOTICE OF MEETING BY LIVESTREAM / TELEPHONE CONFERENCE:

THIS MEETING WILL BE A LIMITED TO APPROXIMATELY 10 IN-PERSON ATTENDEES IN ORDER TO MAINTAIN SOCIAL DISTANCING.

In accordance with Order of the Office of the Governor issued March 16th, 2020, the governor has suspended various provisions of the Open Meetings Act pursuant to his state disaster authority, which now authorize the participation of a meeting by live-video stream or telephone. The City of Shavano Park will conduct the Regular Meeting on Monday, January 25, 2021 at 6:30 p.m. at 900 Saddletree Court, Shavano Park Council Chambers in part by Livestream / telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) and slow down the spread of the Coronavirus (COVID-19).

Livestream Participation. The livestream available via the YouTube website or app from your computer, tablet or smartphone at: <https://youtu.be/qGH1ZvhUIh4>

Telephone Participation. The public toll-free dial-in number to participate in the telephonic meeting is 1-833-548-0276 and requires access code 957-2367-6692. The Livestream / telephone conference will be available to join at 6:00 p.m. (30 minutes prior to the meeting). If you have issues accessing Telephone Participation or Livestream, please call City Secretary 210-581-1116.

The public will be permitted to offer comments telephonically as provided by the agenda during Citizen’s to be Heard. Citizens who want to speak during this period, should sign up to speak prior to the beginning of the meeting by stating their intent and providing Name, Address, and Topic to be addressed. Follow the guidelines under agenda item 3. If unable to participate in the meeting, you may submit public comments by email to citysecretary@shavanopark.org

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

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. Proclamation - Recognition of the Public Works Department for their exceptional service and recognition of Brandon Peterson, Director of the Public Works and Frank Urbaneck, Water Crew Leader for exceptional leadership to the City of Shavano Park from February 13th to February 19th to maintain safe roadways and keep the Shavano Park Water system operational.**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - After Action Review (AAR) and general discussion related to the events and actions from the Winter Weather Storm event - City Manager**
- 6.2. Discussion / acceptance - Preliminary Plat of Shavano Park Unit 19C Phase V (Huntington A-1 PUD) being a 38.668 acre tract of land, establishing Lots 2120-2133 & 2142, Block 34 and Lots 2176-2190, Block 36, out of the 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD. – City Manager**
- 6.3. Discussion / action - Authorization of City Manager to enter into a contract for the installation of Generator for City Hall backup power - City Manager**
- 6.4. Discussion/Action - Resolution R-2021-006 amending the City of Shavano Park Policy #9 - Water Bill Adjustment Policy - Public Works Director**
- 6.5. Discussion / action – Ordinance O-2021-002 amending Chapter 20 - Offenses and Miscellaneous Provisions of the City of Shavano Park Code of Ordinances to reference littering violations under Texas Health & Safety Code Section 365.012(a), graffiti violations under Texas Penal Code 28.08 and declare an animal owner or keeper’s failure to sanitarily remove an animal’s fecal matter from the City Hall grounds to be a nuisance (first reading) - City Manager**
- 6.6. Discussion / action - Ordinance O-2021-003 amending Chapter 34 - Utilities of the City of Shavano Park Code of Ordinances to create a public right-of-way management ordinance in order to govern the use and occupancy of the public right-of-way (first reading) - City Manager**
- 6.7. Discussion / action - Set City Manager Annual Performance and Salary Review for April – Mayor Werner**

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 Report

8. 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.

8.1. Approval - City Council Minutes, February 22, 2021

8.2. Accept - Planning and Zoning Commission Minutes, February 3, 2021

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 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 15th day of March 2021 at 5:05p.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.

Trish Nichols
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Discussion / action - Ordinance O-2021-004 amending the FY 2020 - 21 Budget to account for adjusted requirements for the City Hall Generator Project, the Compensation Study, and Drainage Projects - April**
- b. Considerations for Compensation Study 2021 - (April)**
- c. City Manager Annual Review / Salary for April - Annual April**
- d. Resolution adopting City Policy - City Publications – Open**
- e. Revisions to Employee Handbook - (May / June)**
- f. Annual Budget Calendar - Annual May**
- g. Annual appointment of members to the Higher Education Facilities Corporation Board - Annual May**
- h. Annual update on bond revenue opportunities by Bond Counsel – Annual May**
- i. Police Chief Gene Fox's six month assessment of Police Department - June**
- j. Approval of Financial Account Signatures - Annual June**
- k. Annual Compensation Review - Annual June Workshop**
- l. City Secretary Trish Nichols' six month assessment of City Secretary / Human Resources - July**
- m. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- n. City Council adoption of organizational chart - Annual August**
- o. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- p. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**

- q. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019a - Annual September
- r. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September
- s. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September
- t. Selection - Boards, Commissions, and Committees - Annual September
- u. Setting the dates for the City sponsored events (City-wide Garage Sale / Arbor / Earth Day / Independence Day / National Night Out / Holiday / Picnic in the Park) - Annual September / October
- v. Resolution ___ designating the San Antonio Express News as the City of Shavano Park's official newspaper for posting of public notices for the City as required by law - Annual October
- w. Disposal of City Equipment / Furniture - Annual October
- x. Adoption of Official City Holiday Schedule - Annual November
- y. Approval of the yearly tax roll - Annual November
- z. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January / February
- aa. Records Retention Policy - Annual January
- bb. Appointment of Council Appointed Positions - Annual January
- cc. Annual Crime Report – Annual January
- dd. Crime Control Prevention District funding placed on ballot - January 2024
- ee. Street Maintenance Fund funding placed on the ballot - January 2022
- ff. Shavano Park Police Department Racial Profiling Report - Annual January/February
- gg. City of Shavano Park Investment Policy - Annual February
- hh. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August
- ii. Revisions to Employee Handbook - Annual February

jj. FY 2021 - 22 Budget Amendment (Annual February or March)

**kk. Set City Manager Annual Performance and Salary Review for April – Annual March
ll.**

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.1

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action - After Action Review (AAR) and general discussion related to the events and actions from the Winter Weather Storm event - City Manager

X

Attachments for Reference:

1) After Action Review of Winter Storm

BACKGROUND / HISTORY: The Winter Storm named “URI” by the weather channel began impacting Shavano Park staff as early as Saturday, February 13th. A brief summary follows.

Saturday, February 13th

- Public Works (PW) staff reported at 8 p.m. and worked through the night spreading sand by hand on roads across the city in hazardous areas – they completed sanding at approximately 4 a.m. (Cliffside, N/S Warbler, Shavano access to NW Military, Cliffside (hill), Bent Oak/Windmill/Chimney Rock Low Water Crossings, and Lockhill Selma)

Sunday, February 14th

- PW staff returned to work Sunday evening to spread more sand along the major corridors – including NW Military and DeZavala. After completion PW did not return home but stayed in the PW Building overnight.

Monday, February 15th

- Sunday Night / Monday Morning at 1 a.m. – Power was lost in Shavano Creek, part of the “Estates” subdivision, as well as the Huebner Ground Water Storage Tank, and Wells #7 and Well #8 (the City Utility’s main water sources). Power was then off most of the time until Wednesday at 8:30 pm. Both Wells #7 & #8 became inoperative due to no electricity. Well #6 froze overnight also became inoperative, which only left Well #5 as the only operational Well (the City currently operates four water Wells).
- The City has two backup diesel drive shafts in place at Well #8 and the Huebner Ground Storage Tank that are maintained and tested monthly to allow emergency backup pumping of water. PW initiated actions to operate the manual diesel pumps and successfully placed Well #8 into operation but found the diesel drive shaft to push water from the Huebner ground storage was frozen over and not operational.
- Emergency notices were issued to residents asking them to conserve and restrict water usage.
- During the Monday night storm / Tuesday morning, the water system dropped to its lowest, with little water in the elevated tank for a few hours, but still maintained

adequate pressure across the city in the system – with Well #5 still in operation, ground storage tanks and low customer water usage.

- Monday – Tuesday PW crews worked nine (9) leaks/main breaks just at the Well sites alone. Wells #3 and #4 (both placed out of commission years ago were still tied into the water system) both had pipes freeze and break lines resulting in the loss of thousands of gallons. PW's quick response and repair prevented water system failure.
- Monday afternoon at 5 p.m., the diesel drive shaft at the Huebner ground storage tank was thawed out and brought into operation, which allowed complete refilling of the elevated storage tank.

Tuesday, February 16th

- Tuesday, at 4 a.m. the diesel drive shaft to the backup Well #8 diesel engine broke. PW coordinated a mechanic to replace parts repaired and service was restored by 7 pm Tuesday. This was a critical time for water system, but the operational Well #5, Water Storage Tanks and low customer usage kept system fully operational.
- The City coordinated to rent a generator on Tuesday, but it worked for only 30 minutes.

Wednesday, February 17th

- On Wednesday, temperatures rose above freezing and water lines began to thaw out, resulting in numerous residential water line breaks. PW and Fire assisted almost 40 calls to turn off water.
- At approximately, 8:30 p.m., electrical Power was restored to the City and to the water Wells.

Thursday, February 18th

- On Thursday, a 120KW generator was secured and brought on line as backups to the Huebner GST (This generator was adequate to run the required pump). A second generator (450KW), was secured for Well #7. The 450 KW generator supporting Well #7 was connected to the Well system, but was damaged when put into operation and later determined we needed a 650 KW generator to start / run the Well.
- Thursday morning, PW crews again sanded some roadways to counter the new snow.

Friday, February 19th

- On Friday, PW crews continued to make repairs to the system on Friday. Well #6 remained out of service.
- On Friday at 4:00 p.m., Public Works staff were released to home after spending Sunday through Friday working continuously and sleeping in the Public Works building (116 hours of continuous duty).

General

- Police operated all shift changes at normal levels and those with projected leave volunteered to return to duty. On-duty staff responded to numerous calls for service; ranging from assisting other Agencies to stranded motorists; many of which were not documented in order to maintain field activity and coverage.

- Fire received over 40 calls for service – including 8 for EMS and over 30+ for assisting the public (mostly water leaks). They maintained full staffing with two shift changes. Fire responded to a Leon Springs fire Sunday night / Monday morning. Also responded Friday to significant fire at Bexar Bulverde - it was a challenge because there was no water supply and water was being sourced from tanker trucks.
- Admin staff's ability to work remotely was hampered by the lack of electricity and internet (Wi-Fi); however, work arounds were found to enable staff to continue to post i-INFO and updates on our social media. Finance was even able to process payroll on time.

Thank you for your support. The Shavano Park Staff is proud to serve the City.

DISCUSSION: There are numerous topics to discuss, assess, and consider regarding the City's preparedness and possible future initiatives as well as areas that our residents may need in terms of assistance. This After Action Review (AAR), captures observations, discusses them, and then provides recommendations. Each observation is categorized under Planning, Preparation, or Execution. The objective is to review of what happened, why it happened, and how to get better. Observations are intended to focus on what the City can control or those external factors that the City must account for in order to aid in the future planning and preparation for a similar disaster.

Each observation will be addressed as appropriate. Some solutions are easily accomplished and others may need to be addressed during the budget cycles over the next year or two.

As the City considers each challenge and potential solution, the City must balance the cost of potential solutions with the probability of the requirements. The City cannot likely afford to resource every solution for events that may occur once every 100 years. Having said that, South Texas / San Antonio has experienced significant freezes in 1899, 1927; 1951, 1960, 1983, and 2021.

COURSES OF ACTION: None at this time

FINANCIAL IMPACT: Not determined at this time

MOTION REQUESTED: None specifically requested at this time.

MEMORANDUM FOR: City of Shavano Park City Council, Boards & Commissions and Staff

SUBJECT: Winter Storm 'Uri' – February 13 - 18

A. PURPOSE/SCOPE. To conduct an internal staff review of what happened, why it happened, and how to get better. Observations are intended to focus on what the City can control or those external factors that the City must account for in order to aid in the future planning and preparation for a similar disaster. Future planning and preparation requirements must balance the likelihood of each potential crisis event with the cost and the resources that could mitigate the event.

B. BACKGROUND. 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.

C. KEY EVENTS (SATURDAY, FEBRUARY 13TH - FRIDAY, FEBRUARY 19TH)

Saturday, February 13th

- Public Works (PW) staff reported at 8 p.m. and worked through the night spreading sand by hand on roads across the city in hazardous areas – they completed sanding at approximately 4 a.m. (Cliffside, N/S Warbler, Shavano access to NW Military, Cliffside (hill), Bent Oak/Windmill/Chimney Rock Low Water Crossings, and Lockhill Selma)

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- Monday – Tuesday PW crews worked nine (9) leaks/main breaks just at the Well sites alone. Wells #3 and #4 (both placed out of commission years ago were still tied into the water system) both had pipes freeze and break lines resulting in the loss of thousands of gallons. PW's quick response and repair prevented water system failure.
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D. OBSERVATIONS / DISCUSSION / RECOMMENDATIONS BY PHASE (PLANNING / PREPARATION / EXECUTION)

PLANNING

1. Observation: The City has an Emergency Management Plan (EMP) first created in 2007 and updated in 2015 and 2018. Additionally, the City has a 2017 Hazard Mitigation Plan as part of the Bexar County Plan, but better familiarization and execution of the plans are needed.

Discussion: In the past seven years, elements of the EMP have been used to include activating the Emergency Operations Center (EOC) twice for short periods, last activation was Hurricane Harvey in August 2017.

The City of Shavano Park (CoSP) EMP is based upon a template written by the Texas Division of Emergency Management (TDEM). The EMP conforms to the National Incident Management System (NIMS) and is useful in providing broad resource and guidance information and plans. The EMP includes a basic plan and Annexes A through V; it is well over 100 pages. Although last updated in 2015/2018, it remains relevant, but needs periodic updating.

The EMP is located on the City's shared drive (S:), but in times of emergency a hard copy would facilitate the usefulness and awareness.

The Hazard Mitigation Plan is due to be updated in conjunction with Bexar County in 2021-2022. Some elements of the plan address hazards that result in emergency operations and focus on future required actions to mitigate events, but are not necessary useful for the detailed execution of the emergency response.

Recommendation:

- 1a. Update the CoSP EMP within the next year.
- 1b. Provide for updated hard copies of the EMP to: Fire; Police; PW; and Admin.

1c. Fire Chief should conduct periodic EOC training and familiarization at the EOC location at the Fire Station.

1d. Continue City of Shavano Park participation in the Bexar County Hazard Mitigation Plan and update the plan based upon lessons learned from the Winter Storm event. Emergency Action Plan. Begin process for City to join the Bexar County Emergency Action Plan.

1e. Employee Job Descriptions should be updated to: 1) account for Emergency Operations Center (EOC) duty for all who could be required to man the EOC; 2) designation of “essential personnel”

2. Observation: The City does not have a policy to address emergency situations or large incidents.

Discussion: The EMP is a couple hundred pages long and difficult to extract the key information. A policy that outlines the transition to an emergency situation and the key areas of implementation of the EMP would have been helpful in creating a common situational awareness. Policy could establish mission essential personnel and address expectations for working physically at City Hall and remotely. A policy should assist in ensuring manpower needs are met during an emergency event. This may include cancelling scheduled leave and well as standard staffing and manning requirements and shifts.

Policy should address the chain-of-command structure and authorities in an emergency and as well as establish a general list of conditions for when the Shavano Park EOC will be initiated.

Recommendation: Draft for City Council consideration an Emergency Management Policy. If approved, include this policy in the Employee Handbook.

3. Observation: The City has identified the requirement for backup electrical generators for City Hall and the Fire / PW buildings, but has not implemented.

Discussion: While the City has been planning to resource backup generators for City Hall and the Fire / PW buildings, backup generators were not in place during the Winter Storm event. Fortunately, power to City Hall or the Fire / PW building was never lost. Had power been lost, Police, Fire, and Public Works would have been significantly challenged to meet basic mission requirements and highlights the critical need for backup power. With no power / backup power for the City servers and phones, the entire network will crash in about 10 – 15 minutes after power outage (once battery backups run out). This means the Departments only operational communications would have been be battery-powered cell phones, Wi-Fi hotspots and radios. As a special note, the SCADA monitoring and control system for the water system will be lost as well with no power (only if both sides of street loose power).

It is noted that providing backup generators comes at a fairly significant cost and is not a simple “plug in” fix. Moreover once generators are installed, a monthly maintenance program must be implemented.

Fortunately, City Council has provided for funds and staff will make recommendations for an emergency generator to power City Hall if all power is lost during the March 2021 City Council Meeting.

City Council has also initiated funding in the Capital Replacement Fund for an emergency generator to power the Fire and PW building should power be lost. Staff estimates

the cost of this generator to be \$75,000 and as of the FY 2021 budget, the City will have allocated \$53,750 towards that cost.

Recommendation: City Council should consider fully funding the Fire / PW buildings backup generator in the FY 2022 Budget.

4. Observation: Backup generators for use other than City Hall, Fire, and PW building have not been considered.

Discussion: Generally, backup generators during this winter storm event were not required, they would have been useful and had power gone out across the City, backup generators would have been critical. Backup generators requirements specifically for the different components of the water system have not been identified. Resourcing backup generators can be accomplished by either purchasing them or renting them – each option has its advantages and disadvantages. It may be possible to enter into an advance lease agreement.

Recommendation: Over the next year, backup generation requirements and prioritization should be assessed and presented to City Council.

5. Observation: Preparations for remote work and meetings to meet the challenges of COVID Pandemic significantly facilitated admin staff's ability to work remotely and support the emergency requirements.

Discussion: Admin purchased with CARES Act funding 6 laptops and configured them for remote access. Many of these were used by staff in the crisis to access email, files, and to distribute emergency management information to residents as well as coordinate with other agencies.

Recommendation: Assess additional remote access needs and plan, resource as required.

6. Observation: Specific to this emergency event, each Department adequately planned internally for the event.

Discussion: Fire, Police, PW, and Admin internally anticipated the winter storm event and adequately planned arrangement for continuity of operations. It is acknowledged that the severity of the winter storm was not anticipated early as the forecasts for the weather conditions changed for the worse daily. Standing up the EOC would have likely increased overall planning. It is also acknowledged that EOC meetings could have been through remote access (e.g. Zoom).

Recommendation:

7. Observation: If power was lost to City Hall during extended power outages the key fobs used to access the building would have likely not worked.

Discussion: City Hall exterior doors are all secured with key fobs. Police discovered not all staff supervisors had key access to the building in the event of power loss taking down electronic key fob access. This was immediately corrected by issuing keys to all supervisors that open the three secure side entrances into the Police Department.

There is still a question on how City admin staff would access to offices during an extended power outage. Police have keys to access Police exterior doors (secure lot side – vestibule entrance to PD). These keys do not work to access Administrative wing.

Additionally, access to the Police vehicle gate was opened up at the onset of the weather event and the electronic beam was blocked to ensure the entrance gate did not close and lock out patrol vehicles in the event of a power loss.

Recommendation:

7a. Test keys for Administrative wing, ensure emergency access keys are issued to key staff. Add emergency access key access responsibility to job description of those employees.

7b. Recommend city's generator project approval to move forward with installation.

7c. Review Police parking vehicle gate/exit options to include consideration to allow access onto DeZavala Road if primary Police entrance becomes unusable.

PREPARATION

1. Observation: The City has several emergency drive shaft engines, water interconnects, and backup generators (small) that require scheduled maintenance and exercise.

Discussion:

The PW has two diesel drive shafts that are designed to replace electrical power at Well 8 and the Huebner Ground Storage Tank (GST) in support of the water system. Both of these have 100 gal. fuel tanks. Because these are required so infrequently, both must be maintained and exercised on a monthly basis. This ensures recent operational usage and assists in maintaining the batteries, engine seals, and fuel quality. Fortunately, Public Works does a good job in monthly maintenance and exercising, which ensure successful use during the winter freeze event.

The City has an emergency water connection with SAWS to enable usage of SAWS water to augment Shavano Park water in case of a catastrophic loss of water system capability. In approximately 2015, the City successfully exercised this with the City of San Antonio and SAWS, but hasn't since. During the winter storm event, PW discovered the emergency interconnect was not functional.

The City has a hard fixed 5 KW generator at Well Site #1 to run the radio repeaters for Fire and Police communications system. Staff has now realized that we have not developed an effective maintenance and exercise schedule and it is unclear which department is responsible for maintaining it.

Fire and PW have several suitcase generators that have a capability to power small equipment and tools requirements. These are used on a regular basis and are generally well maintained.

Police has two small portable generators that may be used to power small areas. One of these were operational and the other was not. A regular maintenance and exercise schedule was not being followed.

Recommendation:

1a. Drive Shafts. Continue monthly maintenance and exercising to include training of all personnel and placing the drive shaft into operation for several hours at a time.

1b. Coordinate with SAWS for repair and exercise of the emergency interconnect. Develop a plan to exercise the interconnect once a year.

1c. Develop a plan to maintain and exercise all generators currently owned as well as those purchased in the future (e.g. City Hall Backup Generator)

2. Observation: The Fire (5x mobile vehicle mounted) and PW (8x handheld) have some backup VHF Radios for use as backup communications should cell cover be degraded or lost.

Discussion: The Fire has five (5) mobile vehicle mounted and PW has eight (8) handheld VHF radios, which are re-missioned (over 10 years old) police and fire radios. These radios communicate with a local antenna located on the Elevated Water Tower. This allows PW to communicate directly outside of cell phones during tasks such as traffic control and crack sealing. These radios can also be used in emergencies or have some backup VHF Radios for use as backup communications should cell cover be degraded or lost. Police do not have any of these VHF radios.

During the storm event, at times cell phone coverage was degraded and PW used VHF to communicate. Neither Police nor Fire used VHF during the winter storm. Police and Fire use newer radio systems to communicate with each other and Bexar County Dispatch. Bexar County has redundant transmission capabilities and police and fire backup VHF are not anticipated for emergency operations. However, if that system was down, Fire and Police could use VHF as a backup capability.

Recommendation: Continuously assess and maintain backup VHF communications capabilities for PW and consider additional capability to allow PW to communicate with Police and Fire in emergencies.

3. Observation: Some Police and Fire cell phones are prioritized on ATT FirstNet to facilitate communications during times of degraded communications.

Discussion:

ATT has a program called FirstNet that allows Law Enforcement, Fire, EMS and other first responder's priority cell phone coverage during degraded or overwhelming operations. This is a great advantage during an emergency.

The Police Department has five City provided cell phones (Chief, CAPT, Detective, Patrol SGT, and Code Compliance) as well as three mobile hotspots (Wi-Fi) which are supported by FirstNet that enables priority internet and phone coverage.

Fire has several personally owned cell phones that are supported by FirstNet (to include Chief and the Admin CAPT). Fire also has seven (7) mobile hotspots to power vehicle computers for dispatch. Each have batteries which are charged by vehicle but can be charged by USB connection to electricity.

PW has one tablet and three mobile hotspots which they use to monitor and run the water system laptops that are supported by FirstNet. PW does not have cellphone FirstNet prioritization or Mobile hotspots to facilitate their continuity of operations. The City could issue 1 cellphone that is rotated to the on-duty water personnel (much like the Duty Sergeant phone in PD). That should be justifiable with AT&T for FirstNet service. Cost: \$40/month

Recommendation: Assess and increase more mobile hotspots or FirstNet capability as needed with focus on PW.

4. Observation: Internal preparation communications within Departments was not all received or acknowledged.

Discussion: In two departments staff was related information by text or email that may or may not have been effectively received or acknowledged.

Recommendation: Multiple means of communications need to be identified and worked into Department policies and procedures.

5. Observation: Some Departments lacked basic sustainment emergency supplies prior to the winter event.

Discussion: Food normally available for employees was not available for several days during the winter event. Some residents and Council members volunteered efforts and resources to provide food and supplies. The Fire Department also provided Meal's Ready to Eat (MRE's) as an emergency backup to the Police and Public Works. Fire has approximately 30 cases of MRE's that were donated to the Department during Hurricane Harvey. All of the meals expire in October 2021.

Other supplies were also needed to include bottled water, cots to sleep on, and other supplies. We were fortunate that staff did not lose potable water, but if we would have we would have run short quickly.

Personnel must also have an emergency supply of personal items and medications.

Recommendation:

5a. Each Department should develop a list of supplies to be maintained for use during emergency operations to be able to sustain itself for up to seven days. These supplies must be stored appropriately and rotated periodically.

5b. Fire should maintain a pallet of bottled water at all times. These must be stored appropriately and rotated periodically.

5c. Purchase additional MRE's with a 2-3 year (or longer) shelf life to use in case of an emergency.

5.d. An Emergency policy should address individual staff responsibilities for maintaining up to 7 days' supply of personal items and medications.

6. Observation: Public Works required water and road supplies to be purchased during the event.

Discussion: The storage of common parts and supplies to be used during emergencies would greatly improve the responsiveness and efficiency of work.

Recommendation: Public Works should develop a list of common materials and replacement parts to be maintained for use during emergency operations. These materials and parts must be stored appropriately and rotated periodically.

7. Observation: Not all required NIMS training has been accomplished or maintained.

Discussion: National Incident Management System (NIMS) is adopted by the City in the emergency management plan, and is used on every emergency response by the Fire Department regardless of size of incident. By FEMA mandate personnel manning the Emergency Operations Center (EOC) are to have NIMS certifications and training as designated by their roles and established by FEMA. This includes Command functions such as the Department Directors, City Manager, and the Mayor, as well as those working on the logistical side of things such as IT, Finance, and other support functions. Some training has been accomplished, but not all required training is completed. NOTE: Required training vs. mission requirements must be balanced due to the potentially extensive training required compared to the value gained.

Additionally, local, state, tribal and territorial jurisdictions are required to adopt National Incident Management System (NIMS) and be in compliance with training standards in order to receive federal Preparedness Grants. Emergency Management Performance Grants could be key resource for funding recommendations found in this document. Without NIMS compliance the City is not eligible for these grants opportunities.

Recommendation:

7a. Assess the required FEMA mandated NIMS certifications and training as designated by their roles and develop a recommended training plan for all required.

7b. Determine if there are any potential Emergency Management Performance Grants.

EXECUTION

1. Observation: Despite the challenges, leadership across the City Staff maintained effective communications.

Discussion: Directors were in constant communication with each other and the City Manager. All worked well to anticipate and plan what were immediate needs, and future needs.

Although the EOC was not stood up, physical meetings would have been challenging and not common as leaders were in the field getting things done.

Once it was known PW Director was becoming overwhelmed with tasks, the Police and Fire Chiefs increased levels of communication to alleviate the PW Director so he may focus on addressing his critical department needs. AT&T FirstNet proved vital when cell phone coverage slowed or became sparse. At times, information was delayed to the public due to City staff working remotely and losing electricity and internet. Currently, the City is limited to a two employees who can publish on i-INFO and only one can publish via social media and message board.

The Police Department command staff have all been issued hotspot modems, which ensures laptops can maintain communications if needed without home based Wi-Fi.

Recommendation:

- 1a. Consider ways to allow additional Directors to post through i-INFO, social media, or electronic message boarding.
- 1b. Consider additional city issued hotspots modems to aid in having Wi-Fi access remotely when power is affected and traditional internet access is disabled.

2. Observation: Adverse Road Conditions made staff travel difficult as well as created hazardous conditions throughout the City.

Discussion: With icy roadways, it was difficult to maneuver different areas of the city. PW deployed sand to numerous intersections and hazardous locations by shoveling the sand by hand from the back of the truck. Later, PW was able to make a quick spray bar for the back of the small dump truck. It was determined that if PW purchased a tank of liquid brine, then it could be a second apparatus to apply a de-icing agent to the bridges, culverts. A small sand spreader to attach to the big dump truck would facilitate the task of spreading sand. The Police Department's secure parking lot and entrance quickly become iced over. PW sanded the entrance to the lot, but not the inside.

Now that locations have been identified as having the potential for extreme icing and necessary closures, ensure locations are identified on a checklist for future needs to stage barricades in the event of necessary actions.

Recommendation:

- 2a. The Fire Department should consider purchase of tire chains for the engine and at least one ambulances. The PW should purchase snow chains for the dump truck and one utility truck.
- 2b. The PW should consider a purchase of a sand spreader and a tank of liquid brine.
- 2c. Police and Fire consider purchase of 3-4 50lb bags of iodized salt or salt tablets to spread out as necessary in the case of icing. This will free up Public Works assets.
- 2d. Ensure barricades are staged at locations for police access to close roads in the event of icing and eliminate PW from having to do it.

3. Observation: During the winter storm event, fuel became in short supply.

Discussion: With many of the local gas stations not having power, running out of fuel and roadway conditions preventing refilling of the stations, fuel became an issue. PW yard has a 500 gallon diesel tank, but began the winter event at approximate 250 gals. During the course the event PW / Fire used approximately 200 gals and PW did not run out of diesel. PW was able to get the 500 gal diesel tank refilled on Tuesday (refuel was possible in the emergency due to the prioritization of use for emergency responders).

Each backup water drive shaft engine holds 100 gallons of fuel and these were topped off prior to the event, however, they ran for approximately three days. Fire (Engines and Brush Truck) and Public Works vehicles as well as equipment also run off diesel. Three PW vehicles run off of regular gasoline, but PW does not have a gasoline storage tank.

During the event, Police and PW were not able to use the current gas cards at the Exxon station, which was one of the only stations with available fuel. The City's backup fuel supply agreement became unavailable when the fuel location lost electricity at the beginning of the event and remained unavailable throughout the entire event. Police Officers were forced to obtain fuel further and further away from CoSP once demand began to overwhelm supply. Police command staff personnel were checking locations daily to find fuel availability.

Recommendation:

- 3a. Emergency events that can be anticipated, should result in an immediate top off of the 500 gal diesel fuel tank
- 3b. PW should consider a medium gasoline fuel tank at the PW yard and make a recommendation for approval.
- 3c. The fuel card issue needs resolution.
- 3d. Multiple fuel agreements may need to be considered

4. Observation: Numerous water facilities were not adequately winterized.

Discussion: Numerous leaks and equipment failure occurred due to extreme freezing temperatures for an extended amount of time. On Saturday / Sunday evening Well #6 froze and became inoperable, which was critical since electricity was lost at Huebner and Wells #7 & 8.

On Monday, numerous leaks in the water system occurred to include the mothballed Wells #3 & 4. Structures need to be built better to incorporate all equipment inside a well ventilated building. Exposed pipes should be wrapped no matter if they were in a building or outside. All electrical heat cords must be checked for operational purposes. This will reduce the failures with pressure transducers.

Recommendation:

- 4a. Winterize Well #6 with structure and other requirements, which at the same time account for the hot temperatures in the summer months.
- 4b. All inactive Wells must be assessed and maintained / winterized to prevent future freezing events.
- 4c. A complete assessment must be made of all water infrastructure with recommendations prioritized (Winter Event / Summer Heat Event / Other e.g. loss of power for extended periods).

5. Observation: With the loss of Wells #7 & 8, the City has only Wells #5 & 6 available to supply water and this is not normally adequate during emergency or normal operations.

Discussion: Wells # 5 & 6 each pump a little over 200 gals per minute. While Well #5 remained in operation and essentially maintain adequate water pressure in the system, this most certainly would not have been adequate in higher use periods. The City has taken initial steps to evaluate whether Well #1 could be placed back in operation. If it were operational, it may in the future provide critical backup in case of future failures.

Recommendation: Evaluate the capability and the cost of placing Well #1 back into operation and provide recommendations and analysis to WAC and City Council.

6. Observation: Debit Card availability was limited during the emergency snow event.

Discussion: The City currently had only one debit card (was pending completion of the new City Secretary transition at Frost). With only one debit card, held in the Administrative Office, it limited access during the emergency. The Finance Director did provide the PW Director with the card during the recent emergency as his department was the most directly affected by the storms.

Recommendation: Consider additional City debit cards, either for the PW Director or for the Fire Chief.

7. Observation: Police holding cell water lines became frozen.

Discussion: A water leak was discovered during the weather event in holding cell #3 as a result of a frozen water line break. On site command staff and employees did not have access to shut off the water to the affected area.

Recommendation: Ensure in an established checklist, the water to all holding cells is turned off prior to an emergency event occurring. Ensure a box key is accessible to on-duty staff in order access and shut off the water as necessary.

8. Observation: Payroll continuity with limited electrical or internet access

Discussion: Payroll was processed with direct deposit using base hours where necessary. If City Hall had lost electricity or internet capabilities, manual checks would have been used as there would have been no way to calculate amounts or transmit the payroll file to the bank. Paper payroll registers are maintained and would be used for payroll preparations during an emergency, if needed.

Recommendation: Ensure there is a sufficient stock of paper payroll checks on hand. Consider adding the Finance Director as an emergency check signer.

9. Observation: Maintaining i-INFO and Social Media communications was challenging working remote and in some cases with no electricity or Wi-Fi / Internet

Discussion: During the Winter Storm, it was critical for all information systems to be used to pass information to the Shavano Park residents. The City Manager, City Secretary, and Assistance to the City Manager (all who traditionally are tasked with information distribution) all were forced to work remotely and all experienced some challenges. Both the City Secretary and Assistant to the City Manager were at times confined to their homes with no electricity or Wi-Fi / internet service.

Fortunately, all were able to find ways to communicate by working remotely and moving to locations where Wi-Fi was available, but certain periods existed when pushing information was not possible.

Recommendation: Alternate administrators of information systems need to be assigned and trained (i-INFO, Twitter, Facebook, Nextdoor).

10. Observation: No preexisting Public Information messages existed

Discussion: If the City had pre-scripted public information messages that addressed a number of emergency situations, in times of emergency, these would be of great assistance. Examples could be related to preventing pipes from freezing; what to do when power goes out; and what to do upon loss of water.

Recommendation: Develop pre-scripted public information messages that address a number of emergency situations.

PLANNING AND ZONING STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.2

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / acceptance - Preliminary Plat of Shavano Park Unit 19C Phase V (Huntington A-1 PUD) being a 38.668 acre tract of land, establishing Lots 2120-2133 & 2142, Block 34 and Lots 2176-2190, Block 36, out of the 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.

X

Attachments for Reference:

- 1) 6.2a Preliminary Plat
- 2) 6.2b Preliminary Plat Checklist
- 3) 6.2c Huntington PUD Map
- 4) 6.2d Pape-Dawson Response Letter
- 5) 6.2e City Engineer Review Letter

BACKGROUND / HISTORY: On February 22, 2021 City Staff met with Pape-Dawson Engineering for a plat conference to kick-off the City staff and City Engineer *Administrative Completeness Review*.

On February 25, 2021 the City Engineer completed their administrative completeness review of the preliminary plat and provided 5 comments to be addressed before review by the Planning & Zoning Commission. On February 26, 2021 the City staff completed their administrative completeness review of the preliminary plat with no comments. On February 26, 2021 the Preliminary Plat was officially filed.

Pape-Dawson submitted a response letter and updated Plat that complied with all City Engineer comments. The updated plat was included in the P&Z packet.

DISCUSSION: This plat is the fifth and final plat in the Huntington A-1 Planned Unit Development (PUD) subdivision. The property is currently zoned a PUD with an A-1 base zoning district. This plat would establish 29 new residential lots in Huntington subdivision.

At the March 3, 2021 Planning & Zoning Commission the Commission approved the preliminary plat in conformance with the following:

1. Engineer Signature Block on all pages – change “EXCEPT FOR THOSE VARIANCES GRANTED BY THE SAN ANTONIO PLANNING COMMISSION” to “EXCEPT FOR THOSE VARIANCES GRANTED BY THE SHAVANO PARK PLANNING & ZONING COMMISSION”
2. CPS/SAWS/COSA Utility note – it reads “WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS. . .” when the plat has no 5 foot easements on it. Caleb said good point and would need to clear up with the Utilities last night.
3. Plat description vs Carlos Gonzales Survey Notes on all pages – Plat description says “New City Block 1510” the Carlos Gonzales Survey Notes say “NCB 15010.” Caleb last night said one is a typo, but wasn’t sure which one. Clean discrepancy up for Final Plat.
4. Move “WELLESLEY KEY” street name onto the street
5. Add “See Base Zoning Exception Note on Page 3” next to the Typical Lot Sections on Page 1 & 2
6. Fire Flow Demand Note – needs to read “FIRE FLOW REQUIREMENTS FOR INDIVIDUAL STRUCTURES WILL BE REVIEWED DURING THE BUILDING PERMIT PROCESS IN ACCORDANCE WITH THE PROCEDURES SET FORTH BY THE CITY OF SHAVANO PARK PERMIT OFFICE AND THE SHAVANO PARK FIRE DEPARTMENT FIRE MARSHAL”

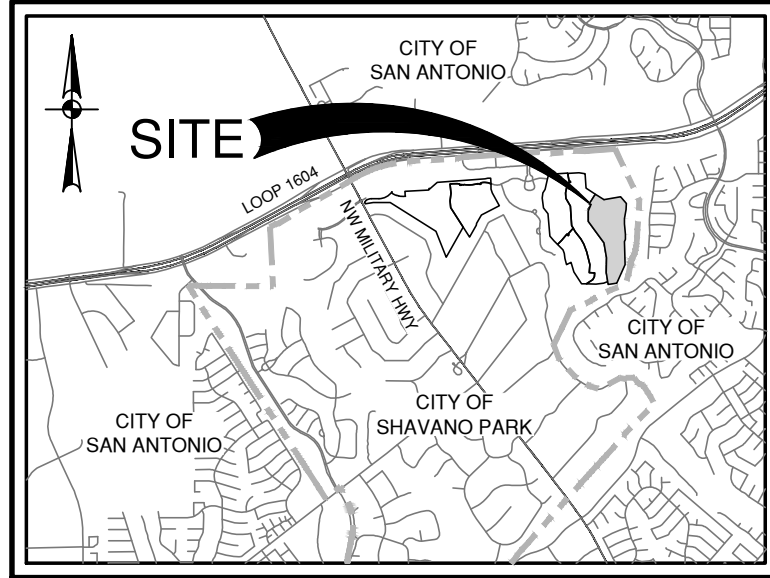
On March 8, 2021 Pape-Dawson issued an updated Preliminary Plat (included in this packet) that conformed with all the stipulations from the Commission. CPS & SAWS requested the Utility Easement Note keep both 5 and 10 foot easements.

COURSES OF ACTION: Accept Preliminary Plat as submitted and provide further guidance to Planning & Zoning Commission and/or City Staff for the Final Plat.

REMINDER: The Planning & Zoning Commission is the final approval authority for all plats in the City of Shavano Park per Ordinance O-2019-012 approved by City Council at the September 23, 2019 meeting. The plat is presented to City Council for review and comment.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Accept Preliminary Plat of Shavano Park Unit 19C Phase V (Huntington A-1 PUD).



LOCATION MAP
NOT-TO-SCALE

CPS/SAWS/COSA UTILITY:

1. THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT", "ANCHOR EASEMENT", "SERVICE EASEMENT", "OVERHANG EASEMENT", "UTILITY EASEMENT", "GAS EASEMENT", "TRANSFORMER EASEMENT", "WATER EASEMENT", "SANITARY SEWER EASEMENT" AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY AND SAWS SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES. NO BUILDING, STRUCTURE, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.

2. ANY CPS ENERGY OR SAWS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY OR SAWS INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.

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

4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.

5. ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

SAWS IMPACT FEE:

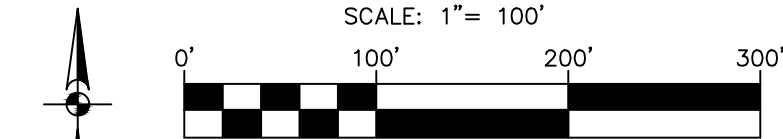
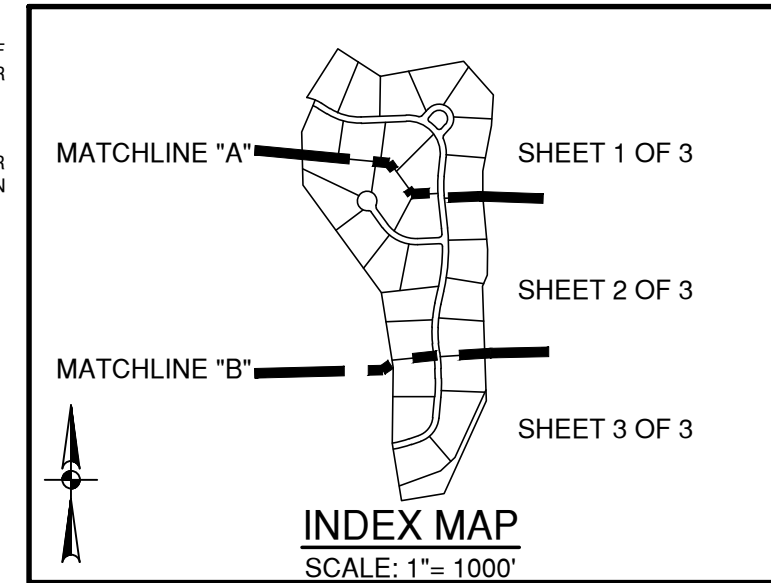
WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR WASTEWATER SERVICE CONNECTION.

SAWS WASTEWATER EDU:

THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNITS (EDU/S) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE UNDER THE PLAT NUMBER AT THE SAN ANTONIO WATER SYSTEM.

LEGEND

DPR	DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS	VOL	VOLUME
OPR	OFFICIAL PUBLIC RECORDS (OFFICIAL PUBLIC RECORDS OF REAL PROPERTY) OF BEXAR COUNTY, TEXAS	PG	PAGE(S)
		(PUD)	PLANNED UNIT DEVELOPMENT
●	FOUND 1/2" IRON ROD (UNLESS NOTED OTHERWISE)		
○	SET 1/2" IRON ROD (PD)		
○	SET 1/2" IRON ROD (PD)-ROW		
---	EXISTING CONTOURS		
- - -	PROPOSED CONTOURS		
---	EFFECTIVE (EXISTING) FEMA 1% ANNUAL CHANCE (100-YR) FLOODPLAIN CENTERLINE		
10	10' WATER EASEMENT	1	10' WATER EASEMENT (VOL 20001, PG 335-338, DPR)
11	20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT	2	20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT (VOL 20001, PG 335-338, DPR)
12	15' DRAINAGE EASEMENT	3	VARIABLE WIDTH DRAINAGE EASEMENT (VOL 7906 PG 45-46, DPR)



PAPE-DAWSON ENGINEERS

SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000
TBE FIRM REGISTRATION #470 | TBE FIRM REGISTRATION #10028800

DATE OF PREPARATION: March 05, 2021

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER: ROGERS SHAVANO PARK UNIT 18/19, LTD.
LLOYD A. DENTON, JR.
11 LYNN BATTS LANE, SUITE 100
SAN ANTONIO, TEXAS 78218
(210) 828-6131

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED LLOYD A. DENTON, JR., KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, A.D. 20____.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

THIS PLAT OF SHAVANO PARK, UNIT 19C PHASE V (PUD) HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH PLANNING AND ZONING COMMISSION.

DATED: THIS THE _____ DAY OF _____, A.D. 20____.

BY: _____ CHAIRMAN

BY: _____ CITY CLERK

THIS PLAT OF SHAVANO PARK, UNIT-19C, PHASE V (PUD) HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

DATED: THIS _____ DAY OF _____, A.D. 20____.

BY: _____ MAYOR

BY: _____ CITY CLERK

SURVEYOR'S NOTES:

- PROPERTY CORNERS ARE MONUMENTED WITH CAP OR DISK MARKED "PAPE-DAWSON" UNLESS NOTED OTHERWISE.
- COORDINATES SHOWN ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996) FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE DISPLAYED IN GRID VALUES DERIVED FROM THE NGS COOPERATIVE CORS NETWORK.
- DIMENSIONS SHOWN ARE SURFACE.
- BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996), FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.

STATE OF TEXAS
COUNTY OF BEXAR

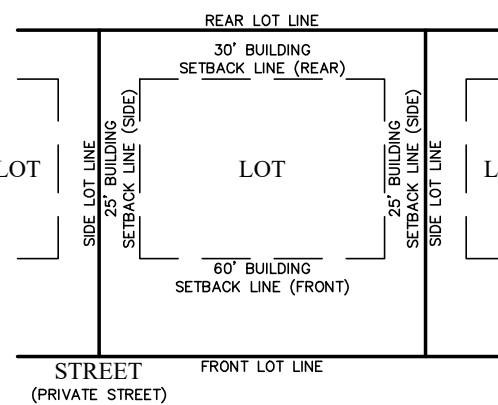
I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE SHAVANO PARK PLANNING & ZONING COMMISSION.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY: PAPE-DAWSON ENGINEERS, INC.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

REGISTERED PROFESSIONAL LAND SURVEYOR



TYPICAL LOT SETBACKS

NOT-TO-SCALE
(SEE BASE ZONING EXCEPTION NOTE ON SHEET 3 OF 3)

SEE SHEET 2 OF 3

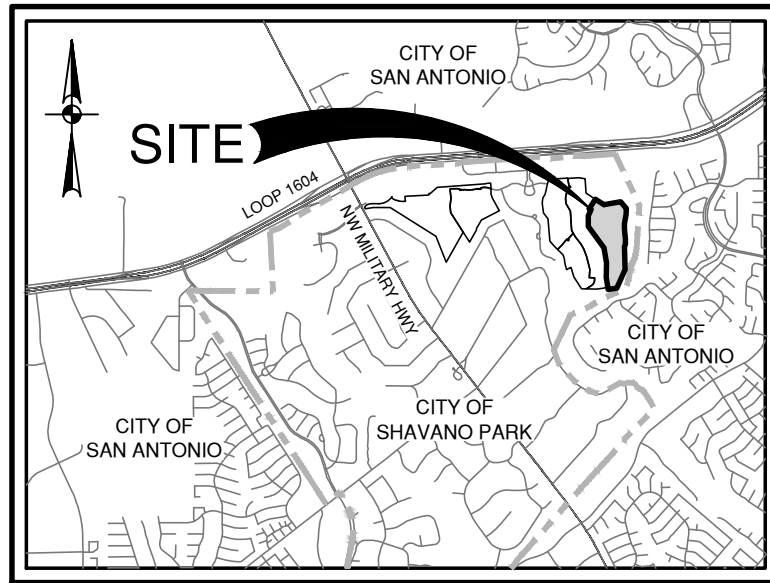
SEE SHEET 3 OF 3 FOR PLAT NOTES, LINE AND CURVE TABLES
PLAT NOTES APPLY TO EVERY PAGE OF THIS MULTIPLE PAGE PLAT

SHEET 1 OF 3

SHAVANO PARK, UNIT-19C PHASE V (PUD)

Civil Job No. 8796-19; Survey Job No. 8796-04

Date: Mar 05, 2021, 1:21pm User: ID: ddawson
File: P:\8796-19\Design\Civil\Plat\879619.dwg



LOCATION MAP
NOT-TO-SCALE

CPS/SAWS/COSA UTILITY:

1. THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," "GAS EASEMENT," "TRANSFORMER EASEMENT," "WATER EASEMENT," "SANITARY SEWER EASEMENT" AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY AND SAWS SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES. NO BUILDING, STRUCTURE, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.

2. ANY CPS ENERGY OR SAWS MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS ENERGY OR SAWS INFRASTRUCTURE AND SERVICE FACILITIES, LOCATED WITHIN SAID EASEMENTS, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.

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

4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.

5. ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

SAWS IMPACT FEE:

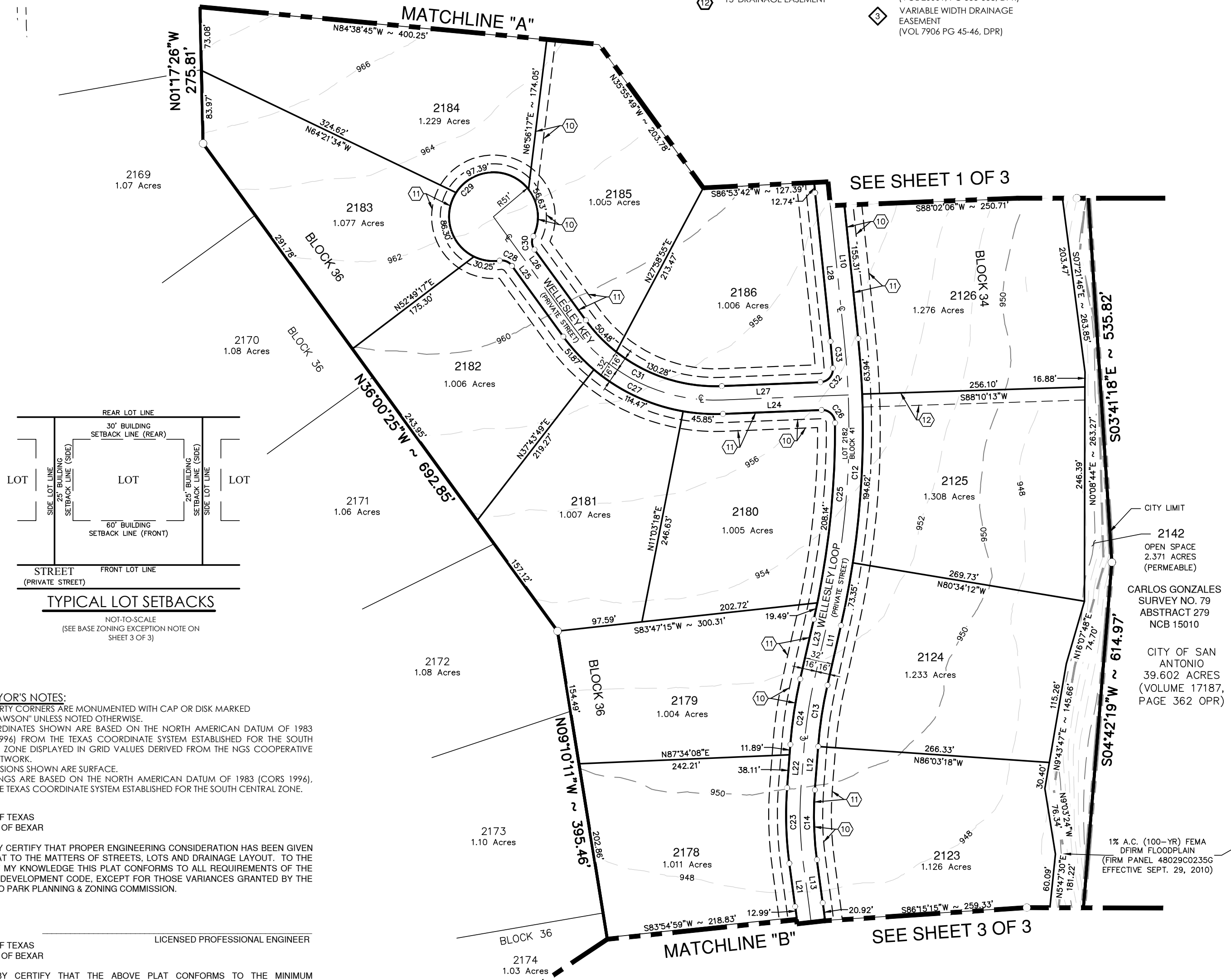
WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR WASTEWATER SERVICE CONNECTION.

SAWS WASTEWATER EDU:

THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNITS (EDU'S) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE UNDER THE PLAT NUMBER AT THE SAN ANTONIO WATER SYSTEM.

LEGEND

DPR	DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS	VOL	VOLUME
OPR	OFFICIAL PUBLIC RECORDS (OFFICIAL PUBLIC RECORDS OF REAL PROPERTY) OF BEXAR COUNTY, TEXAS	PG	PAGE(S)
		(PUD)	PLANNED UNIT DEVELOPMENT
●	FOUND 1/2" IRON ROD (UNLESS NOTED OTHERWISE)		
○	SET 1/2" IRON ROD (PD)		
○	SET 1/2" IRON ROD (PD)-ROW		
---	EXISTING CONTOURS		
- - -	PROPOSED CONTOURS		
- - -	EFFECTIVE (EXISTING) FEMA 1% ANNUAL CHANCE (100-YR) FLOODPLAIN		
---	CENTERLINE		
10	10' WATER EASEMENT	1	10' WATER EASEMENT (VOL 20001, PG 335-338, DPR)
11	20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT	2	20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT (VOL 20001, PG 335-338, DPR)
12	15' DRAINAGE EASEMENT	3	VARIABLE WIDTH DRAINAGE EASEMENT (VOL 7906 PG 45-46, DPR)



SURVEYOR'S NOTES:

1. PROPERTY CORNERS ARE MONUMENTED WITH CAP OR DISK MARKED "PAPE-DAWSON" UNLESS NOTED OTHERWISE.
2. COORDINATES SHOWN ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996) FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE DISPLAYED IN GRID VALUES DERIVED FROM THE NGS COOPERATIVE CORS NETWORK.
3. DIMENSIONS SHOWN ARE SURFACE.
4. BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996), FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE SHAVANO PARK PLANNING & ZONING COMMISSION.

STATE OF TEXAS
COUNTY OF BEXAR

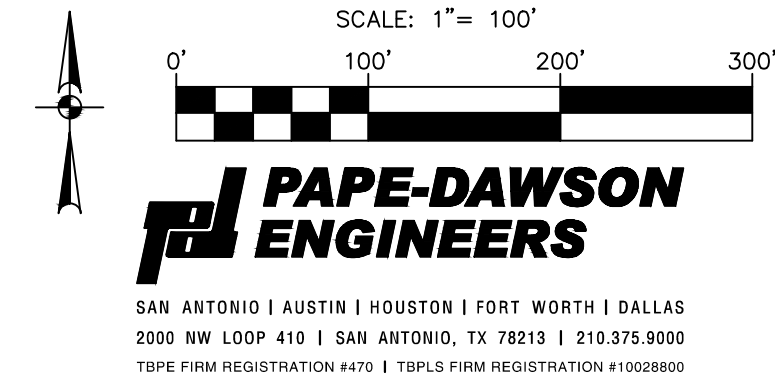
I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY: PAPE-DAWSON ENGINEERS, INC.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

REGISTERED PROFESSIONAL LAND SURVEYOR

SUBDIVISION PLAT OF SHAVANO PARK, UNIT-19C PHASE V (PUD)

BEING A 38.668 ACRE TRACT OF LAND, ESTABLISHING LOTS 2120-2133 & 2142-2143, BLOCK 34 AND LOTS 2176-2190, BLOCK 36, OUT OF THAT 289.5 ACRE TRACT DESCRIBED IN DEED TO ROGERS SHAVANO PARK UNIT 18/19, LTD., RECORDED IN VOLUME 12007, PAGE 2490 OF THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS, 7.946 ACRES OUT OF THE JACOB KLAUS SURVEY NO. 78, ABSTRACT 400 AND 25.49 ACRES OUT OF THE CARLOS GONZALES SURVEY NO. 79, ABSTRACT 279, COUNTY BLOCK 4782, NEW CITY BLOCK 15010, OF THE CITY OF SHAVANO PARK, BEXAR COUNTY, TEXAS.



STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER: ROGERS SHAVANO PARK UNIT 18/19, LTD.
LLOYD A. DENTON, JR.
11 LYNN BATTS LANE, SUITE 100
SAN ANTONIO, TEXAS 78218
(210) 828-6131

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED LLOYD A. DENTON, JR., KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, A.D. 20____.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

THIS PLAT OF SHAVANO PARK, UNIT 19C PHASE V (PUD) HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH PLANNING AND ZONING COMMISSION.

DATED: THIS THE _____ DAY OF _____, A.D. 20____.

BY: _____ CHAIRMAN

BY: _____ CITY CLERK

THIS PLAT OF SHAVANO PARK, UNIT-19C, PHASE V (PUD) HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

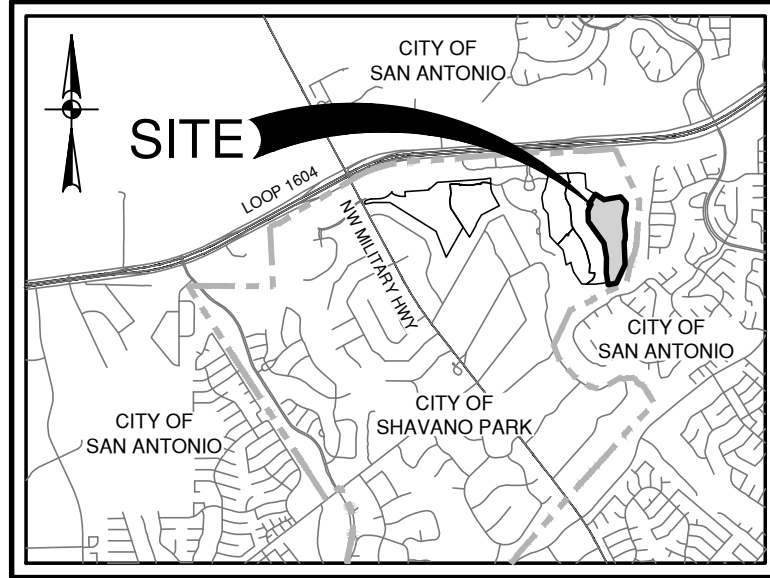
DATED: THIS _____ DAY OF _____, A.D. 20____.

BY: _____ MAYOR

BY: _____ CITY CLERK

SEE SHEET 3 OF 3 FOR PLAT NOTES,
LINE AND CURVE TABLES
PLAT NOTES APPLY TO EVERY PAGE
OF THIS MULTIPLE PAGE PLAT

SHEET 2 OF 3



LOCATION MAP

NOT-TO-SCALE

LEGEND

- DPR DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS
OPR OFFICIAL PUBLIC RECORDS (OFFICIAL PUBLIC RECORDS OF REAL PROPERTY) OF BEXAR COUNTY, TEXAS
- VOL VOLUME PAGE(S)
PG (PUD)
PLANNED UNIT DEVELOPMENT
- FOUND 1/2" IRON ROD (UNLESS NOTED OTHERWISE)
○ SET 1/2" IRON ROD (PD)-ROW
○ SET 1/2" IRON ROD (PD)-ROW

- 1140 — EXISTING CONTOURS
— 1140 — PROPOSED CONTOURS
— — EFFECTIVE (EXISTING) FEMA 1% ANNUAL CHANCE (100-YR) FLOODPLAIN CENTERLINE

- 10' WATER EASEMENT
20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT
15' DRAINAGE EASEMENT
- 1 10' WATER EASEMENT (VOL 20001, PG 335-338, DPR)
2 20' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT (VOL 20001, PG 335-338, DPR)
3 VARIABLE WIDTH DRAINAGE EASEMENT (VOL 7906 PG 45-46, DPR)

BASE ZONING EXCEPTION NOTE:

THIS PLAT IS PART OF THE "SHAVANO PARK UNIT 19" PUD AND HAS BEEN GRANTED THE FOLLOWING EXCEPTIONS FROM THE BASE ZONING DISTRICT OF A-1. SETBACK LINES FOR A-1 PUD (HUNTINGTON) SINGLE FAMILY DWELLING PLANNED UNIT DEVELOPMENT DISTRICT (ESTABLISHED BY ORDINANCE 100-03-02):

- A. FRONT SETBACKS - 60 FEET. THE FRONT SETBACK ON CORNER LOTS SHALL BE MEASURED FROM AND APPLY ONLY TO THE STREET FROM WHICH THE RESIDENCE ADDRESS IS ASSIGNED.
B. SIDE SETBACKS - 25 FEET.
C. REAR SETBACKS - 30 FEET.

DEVELOPMENT STANDARDS	A-1	PROVIDED
TYPE	80'-0"	60'-0"
MINIMUM FRONT SETBACK	30'-0"	25'-0"
MINIMUM SIDE SETBACK	30'-0"	30'-0"
MINIMUM REAR SETBACK	30'-0"	30'-0"

SURVEYOR'S NOTES:

- PROPERTY CORNERS ARE MONUMENTED WITH CAP OR DISK MARKED "PAPE-DAWSON" UNLESS NOTED OTHERWISE.
- COORDINATES SHOWN ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996) FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE DISPLAYED IN GRID VALUES DERIVED FROM THE NGS COOPERATIVE CORS NETWORK.
- DIMENSIONS SHOWN ARE SURFACE.
- BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (CORS 1996), FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE SHAVANO PARK PLANNING & ZONING COMMISSION.

STATE OF TEXAS
COUNTY OF BEXAR

LICENSED PROFESSIONAL ENGINEER

I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY: PAPE-DAWSON ENGINEERS, INC.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

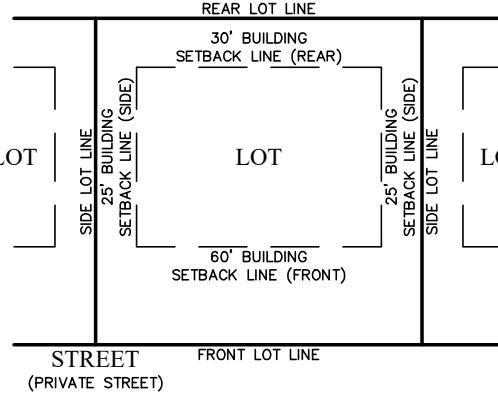
REGISTERED PROFESSIONAL LAND SURVEYOR

CPS/SAWS/COSA UTILITY:

- THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC, GAS, WATER, AND WASTEWATER SYSTEMS - CITY PUBLIC SERVICE BOARD (CPS ENERGY) AND SAN ANTONIO WATER SYSTEM (SAWS) - IS HEREBY DEDICATED EASEMENTS AND RIGHTS-OF-WAY FOR UTILITY, TRANSMISSION AND DISTRIBUTION INFRASTRUCTURE AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," "GAS EASEMENT," "TRANSFORMER EASEMENT," "WATER EASEMENT," "SANITARY SEWER EASEMENT" AND/OR "RECYCLED WATER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING UTILITY INFRASTRUCTURE AND SERVICE FACILITIES FOR THE REASONS DESCRIBED ABOVE. CPS ENERGY AND SAWS SHALL ALSO HAVE THE RIGHT TO RELOCATE SAID INFRASTRUCTURE AND SERVICE FACILITIES WITHIN EASEMENT AND RIGHT-OF-WAY AREAS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LANDS FOR THE PURPOSE OF ACCESSING SUCH INFRASTRUCTURE AND SERVICE FACILITIES AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF WATER, SEWER, GAS, AND/OR ELECTRIC INFRASTRUCTURE AND SERVICE FACILITIES. NO BUILDING, STRUCTURE, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN EASEMENT AREAS WITHOUT AN ENCROACHMENT AGREEMENT WITH THE RESPECTIVE UTILITY.
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- CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY UNDERGROUND ELECTRIC AND GAS FACILITIES.
- ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) AND TEN (10) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) AND TEN (10) FOOT WIDE EASEMENTS.

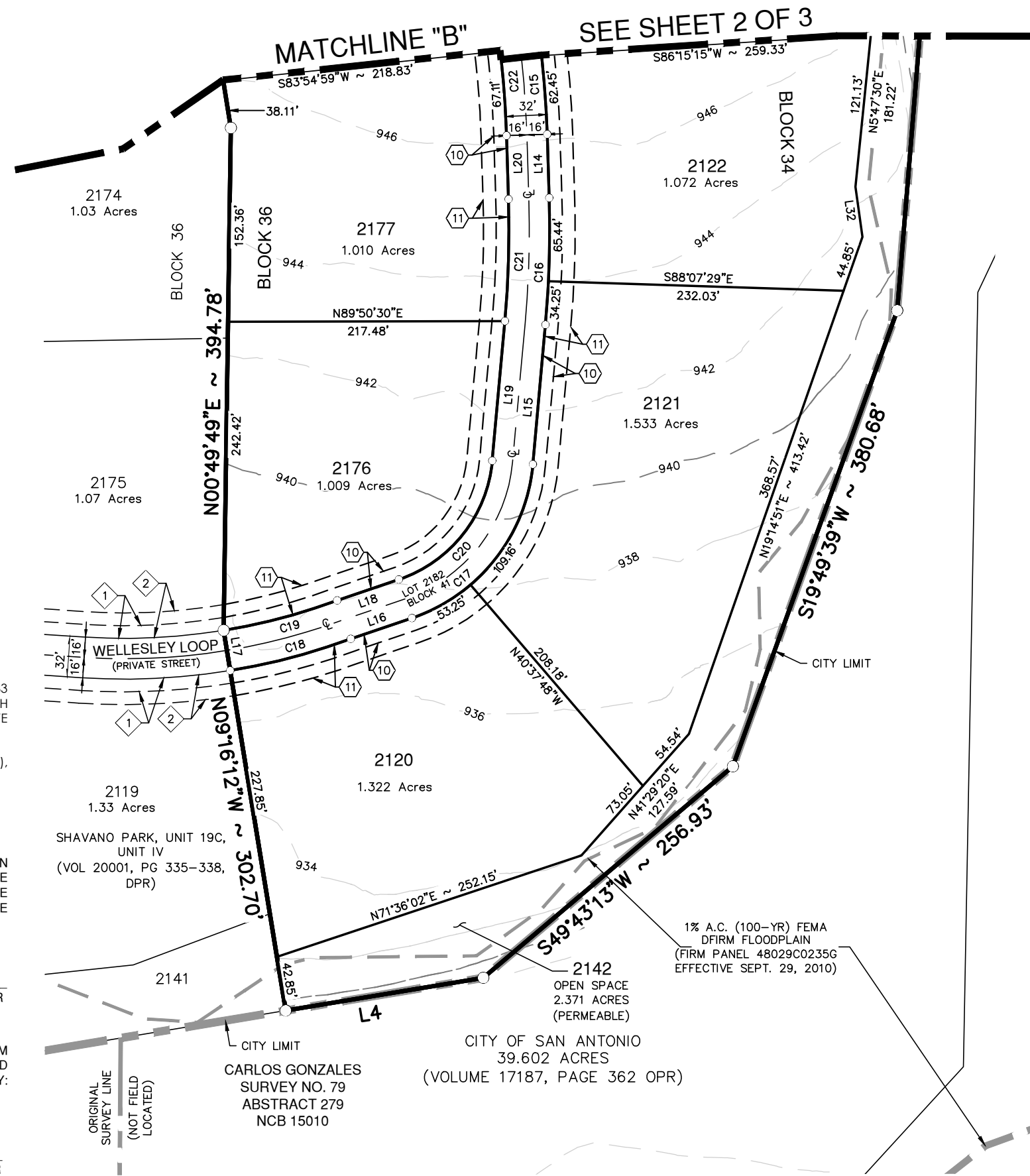
OPEN SPACE NOTE:

LOT 2142, (2.371 ACRES) & LOT 2143, (0.799 ACRE), BLOCK 34, (PERMEABLE) ARE DESIGNATED AS OPEN SPACE AND AS A COMMON AREA/GREENSPACE (PERMEABLE) AND A ACCESS, DRAINAGE, ELECTRIC, GAS, TELEPHONE, CABLE TV, SANITARY SEWER AND WATER EASEMENT.



TYPICAL LOT SETBACKS

NOT-TO-SCALE



SAWS IMPACT FEE:

WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR WASTEWATER SERVICE CONNECTION.

SAWS WASTEWATER EDU:

THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNITS (EDU'S) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE UNDER THE PLAT NUMBER AT THE SAN ANTONIO WATER SYSTEM.

SAWS HIGH PRESSURE NOTE:

A PORTION OF THE TRACT IS BELOW GROUND ELEVATION OF 985 FEET WHERE THE STATIC PRESSURE WILL NORMALLY EXCEED 80 PSI. AT ALL SUCH LOCATIONS, THE DEVELOPER OR BUILDER SHALL INSTALL AT EACH LOT, ON THE CUSTOMER'S SIDE OF THE METER, AN APPROVED TYPE PRESSURE REGULATOR IN CONFORMANCE WITH THE PLUMBING CODE OF THE CITY OF SAN ANTONIO.

AQUIFER NOTE:

THIS SUBDIVISION IS WITHIN THE EDWARDS AQUIFER RECHARGE ZONE. DEVELOPMENT WITHIN THIS SUBDIVISION IS SUBJECT TO CHAPTER 34, ARTICLE VI, DIVISION 6 OF THE SAN ANTONIO AND SHAVANO PARK CITY CODE ENTITLED "AQUIFER RECHARGE ZONE AND WATERSHED PROTECTION", OR LATEST REVISIONS THEREOF. ANY REGULATED ACTIVITY MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS RELATING TO DEVELOPMENT WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.

PUBLIC WORKS STORM WATER:

FINISHED FLOOR ELEVATIONS FOR STRUCTURES ON LOTS CONTAINING FLOODPLAIN OR ADJACENT TO THE FLOODPLAIN SHALL BE NO LESS THAN ONE FOOT ABOVE THE BASE FLOOD ELEVATION (BFE) OF THE REGULATORY FLOODPLAIN. NONRESIDENTIAL STRUCTURES SHALL BE ELEVATED OR FLOOD PROOFED TO NO LESS THAN ONE FOOT ABOVE THE BFE OF THE REGULATORY FLOODPLAIN.

FIRE FLOW DEMAND NOTE (SAWS NOTE):

IN AN EFFORT TO MEET THE CITY OF SAN ANTONIO'S FIRE FLOW REQUIREMENTS FOR THE PROPOSED RESIDENTIAL DEVELOPMENT, THE PUBLIC WATER MAIN SYSTEM HAS BEEN DESIGNED FOR A MINIMUM FIRE FLOW DEMAND OF 1500 GPM AT 25 PSI RESIDUAL PRESSURE. THE FIRE FLOW REQUIREMENTS FOR INDIVIDUAL STRUCTURES WILL BE REVIEWED DURING THE BUILDING PERMIT PROCESS IN ACCORDANCE WITH THE PROCEDURES SET FORTH BY THE CITY OF SHAVANO PARK PERMIT OFFICE AND THE SHAVANO PARK FIRE DEPARTMENT FIRE MARSHAL.

PRIVATE STREET NOTE:

LOT 2182, BLOCK 41, (WELLESLEY LOOP & WELLESLEY KEY) ARE PRIVATE STREETS AND ARE ALSO DESIGNATED AS AN UNDERGROUND ELECTRIC, GAS, TELEPHONE, CABLE TV, DRAINAGE, WATER, PEDESTRIAN AND/OR SANITARY SEWER EASEMENT, THEREFORE, SUCH AREAS SHALL BE DEEMED TO HAVE BEEN DEDICATED TO THE PUBLIC FOR SUCH EASEMENTS AND PRIVATE STREETS.

CURVE TABLE					
CURVE #	RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
C1	160.00'	70°23'25"	N44°38'29"E	184.44'	196.57'
C2	350.00'	25°33'34"	N3°20'01"W	154.84'	156.13'
C3	216.00'	12°24'23"	N73°27'55"W	46.68'	46.77'
C4	216.00'	9°57'52"	S62°16'47"E	37.52'	37.57'
C5	279.00'	35°00'00"	S74°47'51"E	167.79'	170.43'
C6	201.00'	19°04'05"	S82°45'48"E	66.58'	66.89'
C7	15.00'	65°05'01"	N74°13'44"E	16.14'	17.04'
C8	76.00'	180°00'00"	S48°18'47"E	152.00'	238.76'
C9	15.00'	65°05'01"	S9°08'43"W	16.14'	17.04'
C10	201.00'	29°04'05"	S8°51'45"E	100.88'	101.97'
C11	484.00'	11°35'42"	S0°07'34"E	97.78'	97.95'
C12	1016.00'	18°43'03"	S3°26'07"W	330.43'	331.91'
C13	484.00'	8°27'37"	S8°33'50"W	71.40'	71.47'
C14	384.00'	11°59'47"	S1°39'53"E	80.25'	80.40'
C15	816.00'	5°51'14"	S4°44'09"E	83.34'	83.37'
C16	816.00'	7°00'00"	S1°41'28"W	99.63'	99.69'
C17	141.00'	65°59'49"	S38°11'22"W	153.58'	162.41'
C18	516.00'	10°53'08"	S75°17'13"W	97.89'	98.04'
C19	484.00'	10°55'46"	N75°15'55"E	92.18'	92.32'
C20	109.00'	65°59'49"	N38°11'22"E	118.73'	125.55'
C21	784.00'	7°00'00"	N1°41'28"E	95.72'	95.78'
C22	784.00'	5°51'14"	N4°44'09"W	80.07'	80.10'
C23	416.00'	11°59'47"	N1°39'53"W	86.94'	87.10'
C24	516.00'	8°27'37"	N8°33'50"E	76.12'	76.19'
C25	984.00'	13°15'15"	N6°10'01"E	227.12'	227.63'
C26	15.00'	91°50'00"	N46°22'37"W	21.55'	24.04'
C27	216.00'	56°17'12"	N64°09'01"W	203.77'	212.20'
C28	15.00'	61°59'07"	N66°59'58"W	15.45'	16.23'
C29	51.00'	303°58'15"	N53°59'35"E	47.91'	270.57'
C30	15.00'	61°59'07"	S5°00'51"E	15.45'	16.23'
C31	184.00'	56°17'12"	S64°09'01"E	173.58'	180.76'
C32	15.00'	91°50'00"	N41°47'23"E	21.55'	24.04'
C33	984.00'	1°47'48"	N5°01'31"W	30.86'	30.86'
C34	516.00'	11°35'42"	N0°07'34"W	104.25'	104.42'
C35	169.00'	97°58'08"	N43°18'47"W	255.03'	288.97'
C36	311.00'	35°00'00"	N74°47'51"W	187.04'	189.98'
C37	184.00'	9°57'52"	N62°16'47"W	31.96'	32.00'

LINE TABLE		
LINE #	BEARING	LENGTH
L1	N9°28'46"E	51.13'
L2	N75°02'56"E	165.38'
L3	S5°07'00"E	57.51'
L4	S80°34'35"W	157.39'
L5	N22°44'17"E	180.92'
L6	S57°17'51"E	51.15'
L7	N41°41'13"E	49.10'
L8	S41°41'13"W	49.10'
L9	S5°40'17"W	98.40'
L10	S5°55'25"E	171.70'
L11	S12°47'38"W	70.31'
L12	S4°20'01"W	50.00'
L13	S7°39'46"E	50.00'
L14	S1°48'32"E	50.00'
L15	S5°11'28"W	110.17'
L16	S71°11'16"W	50.82'
L17	N9°16'12"W	32.00'
L18	N71°11'16"E	51.20'
L19	N5°11'28"E	110.17'
L20	N1°48'32"W	50.00'
L21	N7°39'46"W	50.00'
L22	N4°20'01"E	50.00'
L23	N12°47'38"E	70.31'
L24	S87°42'23"W	113.34'
L25	N36°00'25"W	100.42'
L26	S36°00'25"E	100.42'
L27	N87°42'23"E	113.34'
L28	N5°55'25"W	171.70'
L29	N5°40'17"E	98.40'
L30	N57°17'51"W	51.15'
L31	N22°44'17"E	32.00'
L32	N7°58'36"W	39.74'

SEE THIS SHEET FOR PLAT NOTES, LINE AND CURVE TABLES
PLAT NOTES APPLY TO EVERY PAGE OF THIS MULTIPLE PAGE PLAT

SUBDIVISION PLAT OF SHAVANO PARK, UNIT-19C PHASE V (PUD)

BEING A 38.668 ACRE TRACT OF LAND, ESTABLISHING LOTS 2120-2133 & 2142-2143, BLOCK 34 AND LOTS 2176-2190, BLOCK 36, OUT OF THAT 289.5 ACRE TRACT DESCRIBED IN DEED TO ROGERS SHAVANO PARK UNIT 18/19, LTD. RECORDED IN VOLUME 12007, PAGE 2490 OF THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS, 7.946 ACRES OUT OF THE JACOB KLAUS SURVEY NO. 78, ABSTRACT 400 AND 25.49 ACRES OUT OF THE CARLOS GONZALES SURVEY NO. 79, ABSTRACT 279, COUNTY BLOCK 4782, NEW CITY BLOCK 15010, OF THE CITY OF SHAVANO PARK, BEXAR COUNTY, TEXAS.



**PAPE-DAWSON
ENGINEERS**

SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000
TBE FIRM REGISTRATION #470 | TBEPLS FIRM REGISTRATION #10028800

DATE OF PREPARATION: March 05, 2021

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER: ROGERS SHAVANO PARK UNIT 18/19, LTD.
LLOYD A. DENTON, JR.
11 LYNN BATTS LANE, SUITE 100
SAN ANTONIO, TEXAS 78218
(210) 828-6131

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED LLOYD A. DENTON, JR., KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, A.D. 20 ____.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

THIS PLAT OF _____ SHAVANO PARK, UNIT 19C PHASE V (PUD) _____ HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH PLANNING AND ZONING COMMISSION.

DATED: THIS THE _____ DAY OF _____, A.D. 20 ____.

BY: _____ CHAIRMAN

BY: _____ CITY CLERK

THIS PLAT OF _____ SHAVANO PARK, UNIT-19C, PHASE V (PUD) _____ HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS, AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

DATED: THIS _____ DAY OF _____, A.D. 20 ____.

BY: _____ MAYOR

BY: _____ CITY CLERK

SHEET 3 OF 3

CITY OF SHAVANO PARK

Preliminary Plat Submittal Checklist

This checklist is to be completed by the developer or his representative and submitted with the preliminary plat and accompanying data. If any areas are incomplete, the plat will not be accepted. Any items labeled N/A must be explained in writing. Shavano Park City Council has asked that all plats be submitted to the City with a brief description of the purpose of the plat or re-plat. Also requested is that an electronic version be sent to the City Secretary at citysecretary@shavanopark.org. This checklist does not supersede the City of Shavano Park Development Ordinances.

Name of Subdivision:	<u>Shavano Park, Unit-19C Phase V (PUD)</u>
Proposed Use of Property:	<u>Residential</u>
Property Description:	<u>Lots 2120-2133, 2142, Block 34, CB 4782 and</u>
(Lot & block, address or location)	<u>Lots 2176-2190, Block 36, CB 4782</u>

Owner		Engineer	
Name:	<u>Rogers Shavano Park, Unit 18/19, Ltd.</u>	Name:	<u>Pape-Dawson Engineers, Inc.</u>
Address:	<u>11 Lynn Batts Lane, Suite 100</u>	Address:	<u>2000 NW Loop 410</u>
	<u>San Antonio, TX 78218</u>		<u>San Antonio, TX 78213</u>
Phone:	<u>(210) 828-6131</u>	Phone:	<u>(210) 375-9000</u>
Fax:	<u>(210) 828-6137</u>	Fax:	<u>(210) 375-9010</u>
Email:	<u>laddiedenton@bitterblue.com</u>	Email:	<u>alowry@pape-dawson.com</u>

Current Zoning:	<u>A-1</u>	Total Acreage:	<u>38.668</u>
Total Platting Fees:	<u></u>	Developable Acreage:	<u>36.220</u>
(Coordinate with Staff)		Greenbelts & Drainage Acreage:	<u>2.448</u>


S.A.W.S. Sewer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Septic System	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
S.A.W.S. Water	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Shavano Park Water	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Yes	No	N/A
1. This is an original plat of property	<u>x</u>	<u></u>	<u></u>
2. This is a replat of an existing plat	<u></u>	<u>x</u>	<u></u>
3. If item 1 was answered "No," then:	<u></u>	<u></u>	<u>x</u>
a. this is a vacate and replat	<u></u>	<u></u>	<u>x</u>
b. this is a replat with out vacating	<u></u>	<u></u>	<u>x</u>
c. this is an amending plat	<u></u>	<u></u>	<u>x</u>
d. this is a minor plat	<u></u>	<u></u>	<u>x</u>
4. If item 1 was answered "No," a copy of the original plat is included in the submittal	<u></u>	<u></u>	<u>x</u>
5. The plat is of a Planned Unit Development District (PUD)	<u>x</u>	<u></u>	<u></u>
6. If item 5 was answered "Yes" then include on plat PUD development standards that differ from the base zoning district development standards and include "PUD" in the subdivision name	<u>x</u>	<u></u>	<u></u>

7.	Is a digital copy of plans, plat, forms, and/or letter included in the submittal?	<u>X</u>	<u> </u>	<u> </u>
The following items pertain to the proposed preliminary drawing:		Yes	No	N/A
8.	This subdivision is one phase of a larger development	<u>X</u>	<u> </u>	<u> </u>
9.	If item 5 was answered "Yes," a PUD plan is included in this submittal	<u>x</u>	<u> </u>	<u> </u>
10.	Some portion of this property is located over the Edwards Recharge Zone	<u>X</u>	<u> </u>	<u> </u>
11.	If Item 10 was answered "Yes," a Water Pollution Abatement Plan (WPAP) has been prepared for this site	<u> </u>	<u>X</u>	<u> </u>
12.	This site requires offsite drainage or utility improvements	<u> </u>	<u> </u>	<u> </u>
13.	If item 12 was answered "Yes," 3 copies of the construction plans are included with cost estimate	<u> </u>	<u> </u>	<u>x</u>
14.	The plat is drawn on an 18"x 24" sheet (not a 24"x 36" sheet as incorrectly stated on City Code)	<u>X</u>	<u> </u>	<u> </u>
15.	15 Folded copies of the plat are included	<u>X</u>	<u> </u>	<u> </u>
16.	The plat contains the names, addresses, and Contact information of the owner and engineer	<u>X</u>	<u> </u>	<u> </u>
17.	The plat shows complete bearings and distances on all lot line and easements	<u>x</u>	<u> </u>	<u> </u>
18.	The plat shows the location of the subject property in relation to an original survey corner or public street intersection	<u>X</u>	<u> </u>	<u> </u>
19.	The plat illustrates and identifies all adjacent properties including recording information	<u>X</u>	<u> </u>	<u> </u>
20.	The plat contains the total acreage being platted and individual lot acreage	<u>X</u>	<u> </u>	<u> </u>
21.	The plat shows location, dimensions, name and description of all existing or recorded streets, alleys, reservations, easements, or other public right-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries	<u>X</u>	<u> </u>	<u> </u>
22.	The plat shows location, dimensions, description and name of all existing or recorded residential lots, parks, public areas, and other sites within or contiguous with the subdivision	<u>X</u>	<u> </u>	<u> </u>
23.	The plat shows location, dimensions, description, and name of all proposed streets, alleys, parks, public areas reservations, easements or other rights-of-way, blocks, lots and other sites within the subdivision	<u>X</u>	<u> </u>	<u> </u>

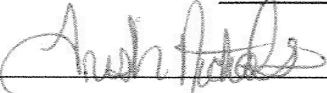
The following items pertain to the proposed preliminary drawing:		Yes	No	N/A
24.	The plat shows the date of preparation, scale of plat and North arrow	<u>X</u>	___	___
25.	The plat shows the topographical information with contour lines on a basis of two (2) vertical feet in terrain with an average slope of five percent (5%)	<u>X</u>	___	___
26.	The plat shows a number or letter to identify each lot or site and each block. Said number shall be coordinated by the developer with the Clerk of Bexar County to prevent duplication	<u>X</u>	___	___
27.	The plat shows front building setback lines on all lots and sites. Side yard building setback lines at street intersection and crosswalk ways and rear building setback lines.	<u>X</u>	___	___
28.	The plat addresses the required landscape buffer in accordance with Table 6 of the Code of Ordinances	<u>X</u>	___	___
29.	The plat shows location map at a scale of not more than 4000 feet to an inch which shall show existing adjacent subdivisions and major streets	<u>X</u>	___	___
30.	The plat shows existing flood plain boundaries	<u>X</u>	___	___
31.	The proposed platted property is compliant with current zoning regulations	<u>x</u>	___	___

I certify that the above statements are true to the best of my knowledge and I further certify that I have read the City of Shavano Park Development Ordinances and this plat meets said ordinances except as notes.

Submitted by:  Date: 2/22/21

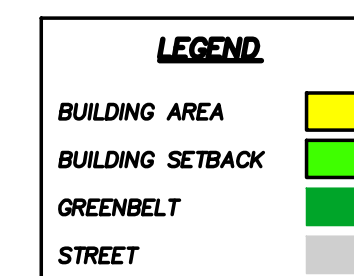
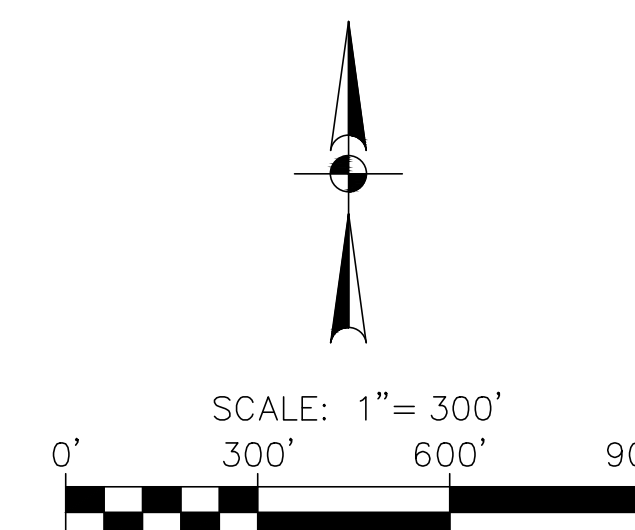
Accepted by:  Date: 2/23/21

City Staff Reviewed

City Secretary:  Date: 02/26/2021

Fire Marshal:  Date: 25 FEB 2021

Public Works / Water Director:  Date: 2/25/21



PHASE	NO. LOTS	TOTAL ACREAGE	LOT ACREAGE	STREET ACREAGE	OPEN SPACE (FLOOD/GREEN BELT)
I	30	48.97	38.08	5.42	5.47
II	37	65.04	42.71	5.72	16.61
III	31	40.10	33.34	2.12	4.64
IV	27	34.15	29.80	2.24	2.11
V	28	56.53	30.12	2.42	23.99
TOTAL	153	244.79	174.05	17.92	52.82

- NOTES:
1. WATER SERVICE TO BE PROVIDED BY SAN ANTONIO WATER SYSTEMS.
 2. SANITARY SEWER SERVICE TO BE PROVIDED BY SAN ANTONIO WATER SYSTEMS.
 3. GAS AND ELECTRIC TO BE PROVIDED BY CITY PUBLIC SERVICE.
 4. ACREAGES ARE APPROXIMATE AND ARE SUBJECT TO CHANGE UPON FINAL PLATTING.

OWNER/DEVELOPER:
ROGERS SHAVANO PARK UNIT-18/19, LTD.
11 LYNN BATTS LN. SUITE 100
SAN ANTONIO, TX 78218
PHONE: (210) 828-6131
FAX: (210) 828-6137

ENGINEER:
PAPE-DAWSON ENGINEERS, INC.
2000 NW LOOP 410
SAN ANTONIO, TX 78213
PHONE: (210) 375-9000
FAX: (210) 375-9010

[illegible]

**PAPE-DAWSON
ENGINEERS**

2000 NW LOOP 410 | SAN ANTONIO, TEXAS 78213 | PHONE: 210.375.9000
FAX: 210.375.9010

TEXAS BOARD OF PROFESSIONAL ENGINEERS, FIRM REGISTRATION # 470

SHAVANO PARK, UNIT-19C RESIDENTIAL
SHAVANO PARK, TEXAS

PLANNED UNIT DEVELOPMENT

PLAT NO. _____
JOB NO. 8796-04
DATE AUGUST 2018
DESIGNER EDK
CHECKED ARL DRAWN ED
SHEET 1 OF 1

February 26, 2021

Mr. Curtis Leeth
City of Shavano Park
900 Saddletree Court
Shavano Park, TX 78231

Re: Shavano Park, Unit-19C Phase V
Preliminary Plat

Dear Mr. Leeth:

We have reviewed your preliminary plat review comments dated February 25, 2021 for the above-referenced project and offer the following responses.

1. There is no tie to the original corner of the original survey in accordance with section 28-42(f)(3).
Response: *Tie to nearest intersection has been added to the plat.*
2. There are a couple of locations where the outside line calls interfere with adjacent ownership labels which should be cleaned up on the final plat.
Response: *Plat has been revised to removed overlapping text.*
3. There are no dimensions on the adjacent road ties in accordance with section 28-42(f)(7a).
Response: *Existing road dimensions have been added to the plat.*
4. Confirm the individual lot line lengths sum to the overall line lengths, specifically lots 2178 & 2179.
Response: *Lot line lengths have been verified. Lot dimensions on lots 2178, 2179, and portion of lot 2177 sum to the overall length.*
5. There were no plans associated with this submittal so confirmation of water, sewer, and drainage easements that might be required could not be confirmed at this time.
Response: *Construction plans will be provided at a later date.*

Mr. Curtis Leeth
Shavano Park, Unit-19C Phase V
February 26, 2021
Page 2 of 2

We hope this material adequately responds to your questions and comments. If you have any questions or require additional information, please do not hesitate to contact our office at your earliest convenience.

Sincerely,
Pape-Dawson Engineers, Inc.



Andrew Lowry, P.E.
Project Manager

Attachments

P:\87\96\19\Word\Letters\210225 Prelim Plat Review (Leeth).docx

February 25, 2021

City of Shavano Park
Permitting Department
Attn: Marisa Knuffke
900 Saddletree Court
San Antonio, Texas 78231

Re: Preliminary Plat Review Comments
Shavano Park Unit 19C Ph V (PUD)



On behalf of the:



Staff;

We have completed our review of the submittal for the Shavano Park Unit 19C Ph V (PUD) Preliminary Plat as submitted by Mr. Andrew Lowry, P.E. of Pape-Dawson Engineers. We have the following comments:

1. There is no tie to the original corner of the original survey in accordance with section 28-42(f)(3).
2. There are a couple of locations where the outside line calls interfere with adjacent ownership labels which should be cleaned up on the final plat.
3. There are no dimensions on the adjacent road ties in accordance with section 28-42(f)(7a).
4. Confirm the individual lot line lengths sum to the overall line lengths, specifically lots 2178 & 2179.
5. There were no plans associated with this submittal so confirmation of water, sewer and drainage easements that might be required could not be confirmed at this time.

The preliminary plat generally conforms to the City of Shavano Park Code of Ordinances, the minor comments above can be completed at the time of Final Plat submittal.

Our review of the plat does not relieve or release the Engineer, Architect or Surveyor of Record or from complying with any and all the requirements of the local, state, and federal rules and regulations or guidelines impacting this project. If you require additional information, please contact our office.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rick Gray', is written over a blue horizontal line.

Rick Gray, P.E., CFM
Plan Reviewer for the City of Shavano Park

M:\622101\01\Reviews\City Plan Review\210223 - Shavano Park U-19C ph V\KFW review\210225 Shavano Prk U-19C ph.docx

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.3

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / Action - Authorization of City Manager to enter into a contract for the construction and installation of Generator for City Hall backup power - City Manager

X

Attachments for Reference:

- 1) 6.3a Generator Hookup RFP Scoring Sheet
- 2) 6.3b Roman Electric Bid
- 3) 6.3c Generator Project RFP
- 4) 6.3d GPS Gas Meter & Service Quote
- 5) 6.3e Concrete & Fence Relocation Quote

BACKGROUND / HISTORY: In FY 2019, the City began saving capital funds in both general and crime control funds for joint purchase of an Emergency Generator for City Hall and the Police Station. \$75,000 in funds are saved for the generator project as of FY 2020-21.

In FY 2021 the City Council adopted the following goal:

Based on power supply needs, initiate applying for grants to pay a portion of or all costs for installation of emergency power supply (generators) for City facilities

City staff has actively been planning for installation of a natural-gas powered generator situated behind the Police Station to provide emergency power. Staff intends to use experience with the City Hall generator project before moving on to analyze needed backup generators for the Fire Station / Public Works Building and the Well Sites and to budget this as Phase II during the FY 2021-22 Budget Year.

DISCUSSION:

Phase I (City Hall). At the January 25, 2021 City Council Meeting staff presented the project scope for installing a 130 kW natural gas generator for City Hall. Anticipated costs for the entire project was between \$75,000 and \$100,000, with several unknowns. Staff received guidance from Council and issued an RFP for electrical installation of the Generac generator and transfer switch. This RFP answered the biggest unknowns for the project. Total project cost is now estimated at \$82,827.

The unprecedented challenges to electrical reliability during winter storm event in February is a reminder to how vulnerable City Hall's communications network (internet & phone) and Police Department operations are to an extended outage. The challenges to City operations during the winter storm would have been increased dramatically if SCADA and all phone contact besides cellular mobile was lost for multiple days.

Staff continues to recommend a natural gas generator dedicated to City Hall. Multiple electricians and engineers have recommended natural gas. The consensus from subject matter experts is that natural gas costs more up front but saves money in operation from less maintenance costs. Lastly a natural gas generator avoids the requirement of a diesel fuel tank on the Municipal Track, which would require a permit from TCEQ.

Since the Winter Storm, Staff has worked with CPS Energy and the Electrical Engineer to confirm that at Generator is of adequate size. We conducted a meeting on Tuesday, March 16 with the CPS Energy Manager of Power Quality and Technical Solutions and we confirmed that the proposed generator is more than sufficient to meet our needs.

City Hall Generator Project Cost Estimate	
Item	Cost Estimate
130 KW Generator cost (TX BuyBoard)	\$30,008
Transfer switch (TX BuyBoard)	\$6,096
Electrical Materials & Labor (RFP)	\$28,522
Crane Rental	\$200
Concrete Pad	\$9,000
River Rock	\$1,000
Fence Relocation	\$2,000
CPS Gas Meter and 1" service	\$4,000
Gas Plumbing	\$2,000
Total	\$82,827

- The Generator Cost is for the actual backup generator. (Texas BuyBoard)
- The Transfer Switch is necessary equipment so the Police Department and City Hall can run off back up power when the CPS provided electrical power goes out or in the event of an emergency. (Texas BuyBoard)
- The Electrical Material and Labor installation and configuration cost is for all of the labor & materials associated with wiring the generator & transfer switch to the building electrical system. (Roman Electric Bid)

- The Concrete Pad is required to support the weight of the generator. In addition there is required sidewalk demolition and re-pouring to run electrical lines from generator. \$9000 is a quote.
- The River Rock is to provide access to underground pipes in the event of required maintenance for the generator or water softener (to be moved at a later date). \$1000 is the estimate provided by Buckhorn Soil and Stone.
- The Fence Relocation cost is cost of moving the Police Fence to enclose the generator. Quote is for \$2,000.
- The CPS Gas Meter and 1 inch service cost is the cost for installation of a gas meter and service line from DeZavala Road to vicinity of the generator. Cost is a quote from CPS Energy.
- The Gas Plumbing is the cost of installing final plumbing to the gas powered generator. This is an estimate from a CPS-registered plumber.

Final note that the septic system can be run by a portable diesel generator, wiring to the septic field is estimated to cost \$7,000. City staff believe using already available portable diesel generators to be a more economical solution for running the septic system during an extended power outage.

Phase II (Fire and Public Works Buildings). Staff intends to work quotes and requirements for a generator to backup the Fire Station, Fire Barracks and Public Works / Water Building (SCADA communications) for the 2021 budget prep.

Staff is actively seeking grant opportunities with AACOG, Governor's Office and FEMA. AACOG deadlines for grant submissions in Homeland Security is already complete for this fiscal year. Staff believes the Phase II generator's support for the Emergency Operations Center (Fire Station) will meet justification for Homeland Security / Emergency Management grant funding. Staff will apply for grants to assist in the payments for Phase II.

COURSES OF ACTION:

1) Authorize City Manager to enter into a contract for the construction and installation of Generator for City Hall backup power and to approve additional funding of \$8,000 for the project.

Or-

2) Decline and provide further guidance on Phase I and II of backup generator planning and funding.

FINANCIAL IMPACT: Approximately \$82,827 for Phase I (City Hall / Police Station) generator. \$75,000 is budgeted in capital between General Fund and Crime Control.

MOTION REQUESTED: Authorize City Manager to enter into a contract for the construction and installation of Generator for City Hall backup power and to approve additional funding of \$8,000 for the project.

Scoring Sheet - Generator Electrical RFP

	Firm Qualifications & Experience (20%)	Adherence to the Technical Requirements of the RFP (30%)	Proposal Pricing (Actual)	Proposal Pricing Score (50%)	Total Score	Notes
Companies						
Bill Rhodes Electric	20	30	\$ 43,347.56	35	85	
Electrical Design Solutions	17	23	\$ 72,000.00	25	65	Company Typo of "\$72,00.00" in bid. No excavation in scope.
Roman Electric	18	30	\$ 28,522.00	50	98	
Titan Electric	18	26	\$ 29,019.00	48	92	Did not include rock excavation in scope



ROMAN ELECTRIC

238 CHICKERING, SAN ANTONIO, TX 78210
(210) 296-5517 • (210) 771-0800

Established 2013

City of Shavano Park
Attn: Trish Nichols, City Secretary
900 Saddletree Court
Shavano Park, TX 78231

Proposal,
Scope of Work-

Roman Electric will be responsible for the rack construction, all the excavation and the Conduit installation. All the excavation and the conduit installation will be part of the bid. The price includes all work outlined on the E-2 sheet issued on July 28,2020. Roman Electric price also includes the separating of neutrals and grounds from the existing Four disconnects and panels.

Exclusions,

1. Roman Electric will not be responsible for the installation of the generator slab.
2. Roman Electric is not supplying the generator or automatic transfer switch.
3. The price does not include any trouble shooting inside the building.
4. Roman Electric is not responsible for any flat work removal. Based on preconstruction Meeting.
5. The bid price does not include and CPS fees. This also includes the cost of the new meter Socket from CPS.
6. Price does not include natural gas/propane lines to the generator.

Total cost for material and labor to complete project	\$28,522.00
---	-------------

“Regulated by the Texas Department of licensing and Regulation, P.O. Box 12711, Austin, TX 78711, 1800-803-9202, 512-463-6599; website:tdlr.texasgov/complaints.”

*City of Shavano Park
900 Saddletree Ct
Shavano Park, TX 78231
Off. 210.492.2841 Cell 210.416.0465*

ADDENDUM NO. 1

February 11, 2021

**PROJECT: CITY OF SHAVANO PARK
REQUEST FOR PROPOSALS FOR ELECTRICAL INSTALLATION OF A
BACKUP GENERATOR & TRANSFER SWITCH FOR CITY HALL PROJECT
RFP and Plans available at <https://www.shavanopark.org/bids>**

BIDS ARE DUE: 3:00 P.M., on Friday, February 19, 2021

Prospective bidders are hereby notified of the following questions & answers regarding to project:

- 1. *What is the engineer's estimate?***
 - a. There is no engineer's estimate for this project.
- 2. *Is there an addendum issued?***
 - a. This is the only addendum.
- 3. *Can I request a copy of the plan holders list?***
 - a. The City publicly posted the Electrical Plans on the City website (www.shavanopark.org/bids), so an exact list of plan holders is not known. The following companies attended the Pre-Bid Meetings, though, so the City can confirm these firms have access to the Electrical Plans:
 - Roman Electric
 - Sharpline Home Services
- 4. *Is the contractor responsible for installing the electric riser depicted on the plans?***
 - a. Yes, the contractor is responsible for installation of the Electric Riser depicted on the plans.
- 5. *Is the contractor responsible for excavation?***
 - a. Yes, the contractor is responsible for excavation required to install electrical conduits as depicted on the plans. Separate contractor paid by City staff will demolish existing concrete sidewalk.
- 6. *Will CPS fees and City permit fees be covered?***
 - a. Yes, CPS fees will be covered by the City and all City permit fees will be waived. Permits and inspections are still required.
- 7. *Is the contractor responsible for installation of the CT Box?***
 - a. Yes, the contractor is responsible to install the new Meter CT Box as depicted on the electrical plans.

8. Will electrical service line from CPS Pole be overheard (as depicted on the plans) or underground?
 - a. The electrical service line from the CPS Pole to the riser will be overhead as per the plans.

END OF ADDENDUM NO. 1

**REQUEST FOR PROPOSALS
FOR
ELECTRICAL INSTALLATION AND CONFIGURATION OF
A BACKUP GENERATOR & TRANSFER SWITCH FOR
CITY HALL PROJECT**



**Submission Deadline:
February 19, 2021 @ 3:00 PM**

City of Shavano Park
900 Saddletree Court
Shavano Park, TX 78231
(210) 493.3478
www.shavanopark.org

TABLE OF CONTENTS

- I.** Introduction
- II.** Scope of Services Required
- III.** Bidding Instructions
- IV.** Bid Specifications
- V.** Criteria for Evaluation and Selection
- VI.** Award Schedule
- VII.** Reservation of Rights and Contract Requirements

Exhibit A – Bid Technical Requirements

Exhibit B – Bid Schedule

Exhibit C – Certificate of Insurance or Copy of Insurance

Attachment A – Electrical Plans

Attachment B – Pictures of existing electrical infrastructure

REQUEST FOR PROPOSALS FOR ELECTRICAL INSTALLATION OF A BACKUP GENERATOR & TRANSFER SWITCH FOR CITY HALL PROJECT

I. INTRODUCTION

The City of Shavano Park is accepting bids from qualified contractors to provide all materials & labor to install and configure necessary electrical equipment to connect a backup generator to City Hall. Bids must be received by the Trish Nichols, City Secretary in City Hall by, February 19, 2021 at 3:00 pm.

The City of Shavano Park will consider the firm qualification, adherence to the technical requirements and proposal pricing of bidders in making the award. City of Shavano Park reserves the right to reject any and all bids, to waive informalities and technicalities, to reject portions of the bids and to award contracts in a manner consistent with the City and laws governing the State of Texas.

Any inquiries concerning the request for proposals should be addressed to Trish Nichols, City Secretary at (210) 493-3478 or citysecretary@shavanopark.org.

It is anticipated that the selection of a firm will be completed on February 22, 2021.

II. SCOPE OF SERVICES REQUIRED

The City requests qualified contractors to provide materials and labor to connect a *Generac QT13068GNAC Natural Gas Automatic Standby 120V AC/208V AC* generator and a *Generac Automatic Transfer Switch Model RTSN600G3* to Shavano Park City Hall located at 900 Saddletree Court. Qualified contractors must submit a bid meeting the technical specifications in Exhibit A and the Electrical Plans in Attachment A of this RFP.

The City will purchase and install the Generator on concrete pad and bring natural gas to it. Qualified contractors are asked to provide materials and labor to connect the generator and automatic transfer switch to City Hall's electrical infrastructure. All site prep and generator install on concrete pad will be done in consultation with the awarded contractor but these items are not the responsibility of the contractor. Awarded contractor is liable for damage to the generator and transfer switch until backup power is operational at the conclusion of the contract.

III. BIDDING INSTRUCTIONS

All proposals shall be submitted to and all other correspondence shall be directed to the following point of contact:

City of Shavano Park

Attention: Trish Nichols, City Secretary

900 Saddletree Court

Shavano Park, TX 78231

Phone: (210) 493.3478

Fax: (210) 492.3816

Email: citysecretary@shavanopark.org

Due Date. All proposals must be received no later than **3:00 P.M., on Friday, February 19, 2021.**

Pre-Bid Meeting: **There will be two pre-bid meetings opportunities on February 9, 2021 @ 2:00 PM and February 11, 2021 @ 10:00 AM at City Hall (900 Saddletree).** Meetings will discuss the scope of work that is to be completed. Qualified contractors are highly encouraged to attend a pre-bid meeting.

All proposals become the property of City of Shavano Park upon receipt and will not be returned to the submitter. Any cost or expense incurred by the submitting firm that is associated with the preparation or selection process of the proposal shall be borne solely by said firm.

Inquiries and Interpretations: Responses to inquiries which directly affect an interpretation or change to this proposal will be issued in writing by the City staff as an addendum and faxed or emailed to all parties recorded by the City as having received a copy of the proposal. All such addenda issued by the City prior to the time that proposals are received shall be considered part of the proposal, and the Respondent shall be required to consider and acknowledge receipt of each addendum in its proposal.

Only those inquiries the City replies to by writing shall be binding. Oral and other interpretations or clarifications will be without legal effect.

IV. BID SPECIFICATIONS

The contractor shall have the qualifications, knowledge and experience to properly and reliably perform the Scope of Services herein described.

Bids shall include, at a minimum, the following sections and documentation in response to the RFP:

1. Pricing shall include the following minimum information:
 - Pricing shall include all costs the contractor proposes to complete the Scope of Work of this RFP in accordance with the technical specifications of Exhibit A and the Electrical Plans in

Attachment A. Exhibit B – Bid Tabulation Sheet should be completed and submitted by contractor.

- Pricing shall reflect the City's sales tax exempt status.
- Warranty term and conditions.

2. Statement of Qualifications shall include the following minimum information:

- Brief company profile (firm name, address, history).
- List of three (3) references for projects completed within the last five (5) years of a similar scale and nature to the Scope of Services in the RFP.

3. Technical Proposal shall include the following minimum information:

- Conform to the technical requirements of Exhibit A and the electrical plans attached at Attachment A to this RFP.

V. CRITERIA EVALUATION AND SELECTION

The City Manager will evaluate qualifications based on requirements described in this section and make a recommendation based upon which proposal represents the best value to the City. The City Manager shall make a selection recommendation to City Council in a public meeting. If accepted by City Council the City Manager will begin to negotiate a contract. The City of Shavano Park reserves the right to reject any or all proposals, and is not bound to accept the lowest cost proposal if that proposal is contrary to the best interests of the city.

- **Firm Qualifications and Experience (20%)**
- **Adherence to the Technical Requirements of the RFP (30%)**
- **Proposal Pricing (50%)**

VI. AWARD SCHEDULE

Award schedule milestones are:

Date	Activity
February 5, 2021	Issue Request for Proposals
February 9, 2021 @ 2:00 PM	Pre-Bid Meeting 1
February 11, 2021 @ 10:00 AM	Pre-Bid Meeting 2
February 12, 2021	Deadline for Questions
February 19, 2021	Proposal Submittal Deadline
February 22, 2021	City Manager presents recommendations to City Council who selects firm

VII. RESERVATION OF RIGHTS AND CONTRACT REQUIREMENTS

- A. Contract Award:** The City reserves the right to select one or no firm in response to this proposal. The firm, if selected, will be the firm whose proposal is deemed most advantageous to the City, as determined by City Council. This proposal does not commit the City to enter into a Contract, award any services related to this proposal. In the event the parties cannot negotiate and execute a contract within the time specified, the City reserves the right to terminate negotiations with the selected firm and commence negotiations with another firm.
- B. Licenses/Compliance with Laws:** Respondent shall be responsible for obtaining and maintaining any licenses, permits, and/or other authorizations of any kind required for the performance of the Services. The Respondent shall comply with all federal, state and local laws, and rules and regulations that are applicable to the performance of the services requested by City.
- C. Safety and Protection:** Respondent shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with work under this RFP. Respondent shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss.
- D. Insurance:** The Respondent shall acquire and maintain at all time during the performance of Services the insurance coverage set forth below. Respondent shall furnish City a copy of the insurance certificate listing City as additional insured prior to starting the work on site:
- 1. Workers Compensation and Employers Liability.**
The insurance shall protect the Respondent against all claims under applicable state workers' compensation laws. Respondent shall also be protected against claims for injury, disease, or death to employees which, for any reason, may not fall within the provisions of a state workers compensation law. The policy shall include an "all states" or "other states" endorsements.
 - 2. Commercial General Liability.**
This insurance shall be written on an occurrence type policy and shall protect the Respondent and the City against claims for personal injury including bodily injury and death and property damage. This policy shall include a contractual liability endorsement to insure the contractual liability assumed by the Respondent under the paragraph entitled "Indemnities" and a completed operations and products liability endorsement to remain in effect for 2 years after final payment. Limits of liability will not be less than \$2 million in combined single limit for bodily injury and property damage.

3. Additional Insured.

All insurance coverages furnished under this contract, with the exception of workers compensation and employer's liability shall include the City as an additional insured with respect to the activities of the Respondent.

Respondent shall furnish City with certificates of insurance as evidence that the policies required is in full force and effect.

E. Hold Harmless Agreement: THE RESPONDENT HEREBY AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES, AGENTS, OFFICERS AND SERVANTS FREE AND HARMLESS FROM ALL LOSSES, CLAIMS, LIENS, DEMANDS AND CAUSES OF ACTION OF EVERY KIND AND CHARACTER INCLUDING, BUT NOT LIMITED TO, THE AMOUNTS OF JUDGMENTS, PENALTIES, INTERESTS, COURT COSTS, LEGAL FEES, AND ALL OTHER EXPENSES INCURRED BY THE CITY ARISING IN FAVOR OF ANY PARTY, INCLUDING CLAIMS, LIENS, DEBTS, PERSONAL INJURIES, INCLUDING EMPLOYEES OF THE CITY, DEATH OR DAMAGES TO PROPERTY (INCLUDING PROPERTY OF THE CITY) AND WITHOUT LIMITATION BY ENUMERATION, ALL OTHER CLAIMS OR DEMANDS OF EVERY CHARACTER OCCURRING OR IN ANY WAYS INCIDENT TO, IN CONNECTION WITH OR ARISING DIRECTLY OR INDIRECTLY OUT OF THIS CONTRACT.

F. Anti-Lobbying Provision: During the period between RFP submission date and the contract award, respondents, including their agents and representatives, shall not directly discuss or promote their RFP with any member of the City Council or City staff except in the course of City-sponsored inquiries, briefings, interviews, or presentations. Violation of this provision shall result in the rejection of the respondent's RFP and disqualification from future consideration of similar RFP's.

G. Conflict of Interest: Chapter 176 of the Texas Local Government Code effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Shavano Park not later than the 7th business day after the date the person becomes aware of facts that require the statement be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. For more information or to obtain Questionnaire CIQ visit the Texas Ethics Commission web page at www.ethics.state.tx.us/forms/CIQ.pdf.

EXHIBIT A – BID TECHNICAL REQUIREMENTS

Electrical Plans

Bid must specify materials and labor to connect a *Generac QT13068GNAC Natural Gas Automatic Standby 120V AC/208V AC generator* and a *Generac Automatic Transfer Switch Model RTSN600G3* to Shavano Park City Hall located at 900 Saddletree Court in accordance with the Electrical Plans attached to this RFP as Attachment A.

Pictures of the existing electrical infrastructure included in Attachment B.

City will require that the transfer switch be installed in evening or weekend to avoid interruption to City Hall business hours. Details on the installation schedule will be coordinated with awarded contractor.

Warranty Requirements

- Awarded contractor agrees that they are liable for damage to the generator and transfer switch until backup power is operational at the conclusion of the contract.
- Bids should include a 1-year installation warranty.
- Bids should include unexecuted sample copy of installation warranties.

EXHIBIT B – BID SCHEDULE

ITEM DESCRIPTION	TOTAL
Materials	
Labor	

TOTAL AMOUNT OF BID (in numbers): \$ _____

Signature

Typed or Printed Name

Title: _____

EXHIBIT C - CERTIFICATE OF INSURANCE OR COPY OF POLICY

The Contractor must provide either two (2) copies of an approved Certificate of Insurance or two (2) copies of the insurance policy or policies which complies with insurance provisions of the Request for Competitive Sealed Proposals. Insurance certificates will be incorporated into the contract.

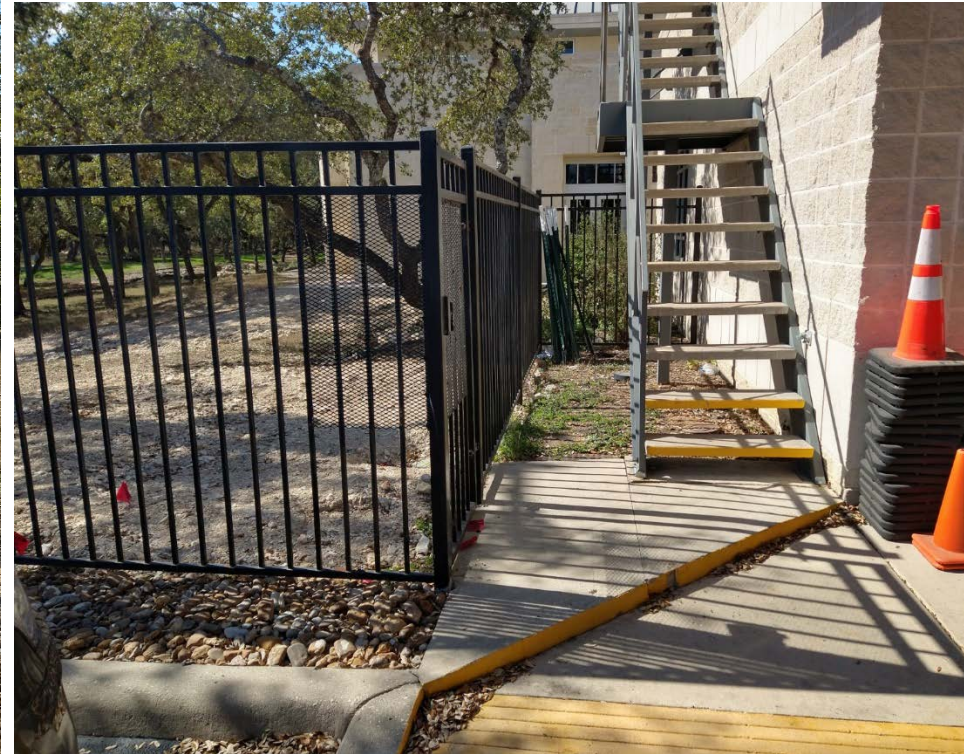
ATTACHMENT B – PICTURES OF EXISTING ELECTRICAL INFRASTRUCTURE

Overview Pictures of Electrical Panels at City Hall.



ATTACHMENT B – PICTURES OF EXISTING ELECTRICAL INFRASTRUCTURE

City will relocate fence, pour concrete pad, demo concrete sidewalk and place generator on the pad. Separate contractor to plumb natural gas.





Dear Customer,

The service installation charges at **900 SADDLETREE CT** is as follows: **\$ 3692.42 for GAS SERVICE EXT.** You may pay your **CIAC** charges by using one of the following options:

1. Use hyperlink to make payment by e-check through secure portal **(BY E-CHECK ONLY)** **Use Invoice#301002618176 Customer Number#7000254092**

CUSTOMER ENGINEERING PAYMENTS

2. Bring your Invoice number, Customer Number(s) along with payment for the full amount to one of the CPS Energy Service Centers listed below:

Southside Customer Service Center at Shopper's City Mall
660 SW Military Dr.

Westside Customer Service Center at Las Palmas Center
803 Castroville Rd, Suite #406

Park North Service Center
754 NW Loop 410, Suite #102

Eastside Customer Service Center
4525 Rigsby Ave., Suite #112

Green Mountain Location
(Only accepting CIAC payments)
17281 N Green Mountain Rd.

3. Mail your check or money order (include your invoice number(s) & customer number) and payment for the full amount in the enclosed envelope to CPS Energy, PO Box 2678, San Antonio Texas, 78289-0001.

Please note that these options are listed in the order that may result in the fastest scheduling of your service request for construction.

Please note that the work order associated with the invoice will not be scheduled for construction until the full payment amount has been received by CPS Energy.

If you should have any questions, please feel free to contact me.

Thank You,

JOHN MASON

GENERAL DESIGNER 4 | COMMERCIAL CUSTOMER ENGINEERING
CPS ENERGY | OFFICE: 210-353-2951 | MOBILE: 210-416-2599
EMAIL: jemason@cpsenergy.com

TMES LLC
P. O. Box 189
Atascosa, Texas 78002

January 19, 2021

Mr. Brandon S. Peterson
Public Works / Water Director
900 Saddletree Court
Shavano Park, Texas 78231
210 492 2841

Dear Mr. Peterson;

For the price of \$ 8,813.25 (eight thousand, eight hundred thirteen and 25/100 dollars) per lump sum, TMES LLC proposes to provide the labor and materials to build three separate concrete pads, one approximately 11' 6" x 8', one approximately 5' x 10', and approximately 9 SY of concrete sidewalk at the City of Shavano Park's facilities on Saddletree Court in Shavano Park Texas.

The work will be done per the plans you provided.

Shavano Park will do all the preparation demolition of existing structures or removal of any other obstacles in the area of the work. Shavano Park will provide access for concrete trucks, etc. to the site. TMES LLC will provide the hand work to grade the site. TMES LLC will not remove any bed rock or rock-like materials for the work.

Shavano Park will provide any permits, testing and, inspections they desire or is required by any supervising government department.

TMES LLC also proposes to perform, as separate work, the moving of the short security fencing around the pad for the generator for the sum of \$ 1,787.85 (one thousand, seven hundred eighty seven and 85/100 dollars, if this work can be done while we are constructing the pads (the same mobilization). TMES LLC will not remove any bedrock of similar obstructions to do the work. TMES LLC will anchor the reset fence securely to any such obstruction as agreed by TMES LLC and Mr. Peterson at the time of encountering said obstacle(s).

Shavano Park will provide the elevation for the finished grade for the pads and fence.

The work will be started at a date to be agreed on between TMES LLC and Shavano Park.

Shavano Park will pay TMES LLC for the work done each month, or part thereof, for the preceding month, by the 15th of each month.

This price covers just these listed items of work. Any other work will be by separate written agreement.

Please acknowledge receipt of this email. Please contact Mr. Freddy Jaramillo (210-776-9056) with any questions. Please contact Mr. Jaramillo for any other information pertaining to this proposal.

Thank you for the opportunity to perform this work for your Department.

Sincerely

Tmes LLc by T. D. Smith, president
210-410-1825

cc:file

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.4

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion/Action - Resolution R-2021-006 amending the City of Shavano Park Policy #9 - Water Bill Adjustment Policy - Public Works Director

X

Attachments for Reference:

- 1) 6.4a Resolution R-2021-006
- 2) 6.4b Amended Water Bill Adjustment Policy

BACKGROUND / HISTORY: City Policy No 9 – Water Bill Adjustment Policy was established by City Council in February 2012. It has not been amended since initial passage in 2012.

In February, the Water Advisory Committee reviewed recommended changes to the Policy and provided input and clarifications. At the March 8, 2021 Water Advisory Committee the Committee recommended approval of the amendments to City Policy #9 – Water Bill Adjustment Policy.

DISCUSSION: City Policy No 9 – Water Bill Adjustment Policy defines how and when the City of Shavano Park Water Utility will adjust a Water Bill for a leak.

The amendments to the policy are primarily administrative and clarifying (see track changes attached). The basic method to calculate an adjustment to a water bill for repaired leaks have not changed. Adjustments are summarized below:

- Policy accounts for residents who have a significant water leak but have not lived here for 3 years to establish a three year average.
- Policy was clarified to one adjustment per calendar year.
- No reduced rate structure will be provided to residents installing a swimming pool or refilling due to maintenance repairs.
- Proper documents must be submitted by the resident/contractor in order to start the adjustment process.

COURSES OF ACTION: Approve the Resolution and proposed amendments as presented or modified; or provide staff further guidance for reconsideration.

FINANCIAL IMPACT: No anticipated significant change in funding.

MOTION REQUESTED: Approve Resolution R-2021-006 amending the City of Shavano Park Policy #9 - Water Bill Adjustment Policy

RESOLUTION NO. R-2021-006

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS,
APPROVING A POLICY AMENDING THE CITY OF SHAVANO PARK POLICY #9 -
WATER BILL ADJUSTMENT POLICY**

WHEREAS, the City of Shavano Park operates a water utility system which provides potable groundwater to residents using our water system; and

WHEREAS, the City of Shavano Park City Council collects water usage fees established by City Council based upon several factors including the cost to maintain the water system and the cost to supply the water which is billed by the monthly amount of water usage; and

WHEREAS, the City of Shavano Park recognizes that leaks occur occasionally which may result in significant water use charges to residents who may unknowing experience such a leak;

WHEREAS, the City of Shavano Park City Council desires to establish fair and reasonable guidelines for the mitigation of costs to the residents for an occasional water leak;

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

That the City Council adopts Exhibit A, attached, in its entirety as *City Policy # 9 – Water Bill Adjustment Policy* for the City of Shavano Park.

PASSED AND APPROVED by the City Council of the City of Shavano Park this the 22TH day of March, 2021.

Robert Werner
MAYOR

Attest: _____

TRISH NICHOLS
CITY SECRETARY



CITY OF SHAVANO PARK
900 Saddletree Court
Shavano Park, TX 78231

CITY POLICY NO. 9

SUBJECT: Water Bill Leak Adjustment Policy

22 March 2021

1. References.

- a) March 8, 2021 Water Advisory Meeting Minutes
- b) March 22, 2021 City Council Minutes

2. **Purpose.** The purpose of this policy is to define how and when the City of Shavano Park Water Utility will adjust a water bill for a leak.

3. Background.

The City of Shavano Park has invested a large sum of its water revenues to provide the most accurate meters to record water usage by residents who use the Shavano Park Water System. These ~~Badger~~ meters are 99% accurate in accounting for water running through the meter **for all uses, whether for to include** household use, pools, **and** irrigation. ~~or other uses a resident may require. In saying that, It~~ is the Public Works' responsibility to account for all metered water in our system, to be in compliance with TCEQ and EAA rules and regulations.

In 2020, the City of Shavano Park began conversion of all water meters from the "drive-by read" Classic Endpoint (CE) meters to the "Cellular- read" meters. The new cellular technology constantly transmits data via cellular and allows residents using an application "APP" to create a user profile through an 'Eye on Water' APP. This APP allows residents to track their water usage and set alerts for when there is a leak detected. These new meters should help increase awareness of leaks and water usage. Nevertheless, leaks will occur and this policy will address how adjustments are made.

The justification for having the adjustment policy is that unexpected leaks often create very large water bills and at the same time the cost to provide that water is relatively low compared to the standard usage cost.

4. Policy.

a. **Leak verification.** If a resident has a "sudden" leak in a pressurized service line (e.g. fault, toilet, water softener, other) or **an** irrigation main line, the City may ~~take that into account for a once a year adjustment~~ **consider a one-time adjustment per calendar year** to the water bill. If The circumstances ~~are~~ **must be explained,** the leak **repaired by the customer (or contractor) with documentation provided to Water Utility staff and** a review completed ~~of the Data Profile results~~ by the responsible City official. ~~That it is determined~~

that an adjustment is warranted, the following procedure in determining the adjustment will be followed.

b. Leak notification. Leak notifications will occur in three methods. 1) For customers using the cellular with the “Eye on Water” APP, they will receive a notification on their APP. 2) Once the Water Utility Office Manager is notified of an account leak, the resident will be notified during the next billing cycle. 3) After three months of continued leak, the Water Utility Officer Manager will personally contact the resident to ensure the leak is acknowledged. Leaks that continue after the third month may not be considered for bill adjustment.

c. If an adjustment is warranted, the following procedure will be followed. If the current resident was in the home in prior years, average usage during the last two or three years will be used to establish a baseline usage amount. To establish a typical base amount of usage without a leak, the average usage during the past three (3) years in the same month will be used to establish a base amount. It will be assumed that usage over the average base amount can be attributed to the leak. The resident and the City will essentially split the water usage cost attributed to the leak. The resident will be responsible for the normal debt service fee and the water service fee, which are set amounts. The resident will also be responsible for the full amount of the Edwards Aquifer Authority (EAA) Fee, which is a pass through expense owed to the EAA.

To calculate the leak amount, combine use the usage for the same month for each of the previous 3 years and calculate get an average consumption baseline for the month(s) in question. From Then take the current month’s usage, subtract the 3 year average, divide that amount by 2. Once you have that number, add it to the 3 year average and this consumption amount would be is what the customer would will be required to pay along with all the EAA fees, Debt Svc & Meter Fee Service Fee, and the Water Service Fee. The City would absorb the cost of the customer’s adjusted bill.

d. If there is are not three established years to calculate the base amount, either two years or the seasonal average will be used. The seasonal average is defined as the average usage during the current year’s seasonal use similar to the month in question as determined by the Public Works Director.

e. Swimming pools that are required to be drained for maintenance and/or repairs will not qualify for any credit / discounted price.

5. EXAMPLES.

a. Adjustments for customers residing in Shavano Park for 3 years or more, shall be based on the following example. Customer's June 2016 ~~2021~~ usage in question is 40,000 gallons and a leak has been verified.

Year Month	/	Gallons			
2018 June		25,000		40,000	usage in question minus 3 year average
2019 June		15,000		- 19,000	
2020 June		16,000	19,000	21,000	
		56,000	/ 3 =	18,667	
<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; width: 30%;"> Round down or up - billing is by thousand gallons </div> <div style="border: 1px solid black; padding: 5px; width: 30%;"> 21,000 / 2 = 11,000 gals. Then add 3 year average to this figure to get new bill. 19,000 + 11,000 gals. = 30,000 gals. </div> </div>					

The customer's new June 2016 ~~bill~~ 2021 water usage would be for equal 30,000 gallons (19,000 gal base line + 11,000 cost sharing from leak). To calculate the total bill, add the adjusted water usage plus with the unadjusted Edwards Aquifer Authority Fee, the Debt Service, and Water Service fees. The City would absorb the cost of the 10,000 gallons taken off the customer's adjusted bill.

b. If there is not enough data for the three years of yearly averages from the same month, the base amount will be calculated using a seasonal average for the same year. For Example, a leak in July may use an average of 1) May and June; or 2) May, June, and August.

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.5

Prepared by: Curtis Leeth / Kris Hernandez

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action – Ordinance O-2021-002 amending Chapter 20 - Offenses and Miscellaneous Provisions of the City of Shavano Park Code of Ordinances to reference littering violations under Texas Health & Safety Code Section 365.012(a), graffiti violations under Texas Penal Code 28.08 and declare an animal owner or keeper's failure to sanitarily remove an animal's fecal matter from the City Hall grounds to be a nuisance (first reading) - City Manager

X

Attachments for Reference:

1) 6.5a Ordinance O-2021-002

BACKGROUND / HISTORY: Littering and Graffiti are offenses covered by Texas Law. Currently, there are no references to either within the City's Ordinances. A search in the City's Ordinances produces zero results for graffiti and the result for littering do not reference litter caused by pedestrians or from passing vehicles.

- **Littering:** Texas Health & Safety Code Section 365.012(a) states that a person commits an offense if they dispose, allow, or permit illegal dumping, or the disposal of litter or other solid waste.
- **Graffiti:** Texas Penal Code 28.08 states that a person commits an offense if, without the effective consent of the owner, the person intentionally or knowingly makes markings, including inscriptions, slogans, drawings, or paintings, on the tangible property of the owner.

In 2019-2021, the City constructed a playground, pavilion, and a trail system. The City allows residents to bring their pets to these areas, however on many occasions City Staff has cleaned up animal feces on the trails and the pavilion grounds.

DISCUSSION: This ordinance adds to Chapter 20 Public Nuisances two references to the State offenses of littering and graffiti in order to raise awareness. These offenses will continue to be cited under State Law.

The only new citable public nuisance offense is the failure of an animal owner or keeper to remove their animal's fecal matter from the City Hall grounds, including the playgrounds, pavilion, and trails. **NOTE – this is nuisance is not proposed to be city-wide or even to cover all**

public property (e.g. Fire Department, rights-of-way, green belts). The City constructed the playground, pavilion, and trail for the enjoyment of the City's residents and public at large. The presence of animal feces creates unsightly and unsanitary conditions for residents who use these facilities. Signage regarding this public nuisance offense would be posted, encouraging animal owners to clean up after their pets. Additionally, this would give the City the authority, in extreme situations, to cite a person for public nuisance in order to maintain cleanliness around the City Hall grounds.

Staff researched nine other suburban cities and found all declared the failure to pick up animal's defecation to be a public nuisance, some declarations were City-wide, while others covered all public property:

City	In Ordinance?
Alamo Heights	Yes - Sec. 4-14
Castle Hills	Yes - Sec. 6-156
Fair Oaks Ranch	Yes - Sec. 2.04.004
Hollywood Park	Yes - Sec. 10-47
Leon Valley	Yes - Sec. 2.01.017
San Antonio	Yes - Sec. 5-19
Schertz	Yes - Sec. 14-1
Selma	Yes - Sec. 14-31
Terrell Hills	Yes - Sec. 2-1

As a final note, the City is a certified Scenic City since 2016 and is due for re-certification in spring of 2021. The ordinance language referencing State offenses of littering and graffiti will help in re-certification.

COURSES OF ACTION: Approve Ordinance O-2021-002 as presented; propose additional amendments or alternatively decline and provide further guidance to staff.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Ordinance O-2021-002 amending Chapter 20 - Offenses and Miscellaneous Provisions of the City of Shavano Park Code of Ordinances to reference littering violations under Texas Health & Safety Code Section 365.012(a), graffiti violations under Texas Penal Code 28.08 and declare an animal owner or keeper's failure to sanitarily remove an animal's fecal matter from the City Hall grounds to be a nuisance (first reading).

ARTICLE II. - NUISANCES

Sec. 20-22. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Graffiti shall mean any unauthorized inscription, word, letter, figure, symbol or design visible from a public place, public right-of-way or another person's property that is marked, etched, scratched, drawn, painted or made in any manner on any surface of tangible property regardless of its content or nature and regardless of the nature of the material of the structural component or property.

Littering or Illegal Dumping means to knowingly throw, dump, deposit, or place any litter, trash or waste material of any kind without permission to do so, including pedestrian trash as well as trash thrown from a motor vehicle. Litter shall be defined by Texas Health & Safety Code Sec. 365.011.

Nuisance means the unreasonable and unwarranted use of property, or improper, indecent or unlawful personal conduct, which works an obstruction or injury to the right of others, or of the public, producing material annoyance, inconvenience, discomfort, or hurt.

(Ord. No. 8, § 2, 12-18-1981)

Sec. 20-23. - Prohibited.

The creation or maintenance of a nuisance within the City limits is hereby prohibited and made unlawful.

(Ord. No. 8, § 1, 12-18-1981)

Sec. 20-24. - Specific nuisances declared.

The following actions are hereby specifically declared to constitute and to be unlawful nuisances hereunder:

- (1) The keeping of horses, donkeys, cows, goats, sheep, or animals of similar size (but excluding domestic cats, dogs and pot bellied pigs) on any platted site within the limits of the City west of N.W. Military Highway (FM 1535).
- (2) The keeping of horses, cattle or any large animal anywhere within the limits of the City without first securing a valid permit.
 - a. Application. Large-animal permit applications are available from the City Secretary.
 - b. Completed permit applications together with the following signed statement by the applicant must be filed with the City Secretary: "I (we) hereby agree that if the keeping of the above-named animal creates an annoyance or nuisance, the City Council of Shavano Park may cancel this permit and I (we) will remove promptly such animal from the City."
 - c. The application must indicate thereon or by attachment thereto the area of the property to be dedicated to the pasture and keeping of the animal.
 - d. The permit must be approved by the City Code Compliance Officer.
- (3) The keeping of pigs or hogs within the City limits under any circumstances.
- (4) Parking broken down or inoperative motor vehicles of any kind.
- (5) The staking of animals on the property of others without permission.

(6) The sounding of false alarms on emergency (fire or burglar) alarm systems under certain conditions.

(7) Any Littering or Illegal Dumping. Violations are against State Law and shall be cited under Texas Health & Safety Code Section 365.012(a).

(8) Any graffiti. Violations are against State Law and shall be cited under Texas Penal Code 28.08.

(9) An animal owner or keeper who allows their animal to defecate on City Hall grounds including the playgrounds, pavilion, and trails without sanitary removal of the animal's fecal matter from the public property.

(Ord. No. 8, § 3, 12-18-1981; Ord. No. 100-02-11, § I, 5-17-2011; Ord. No. 300-07-12, § I(2), 9-24-2012)

Sec. 20-25. - Enumeration in article not exhaustive.

The enumeration in section 20-24 is not exclusive, nor shall same be construed to limit the nature of offenses hereunder violative of sections 20-22 and 20-23. It shall, however, be required that other alleged nuisances be proved to be harmful to other persons, or the public in fact, which shall not be the case as to the actions denounced in section 20-24, each of which are hereby declared to be unlawful nuisances without proof of actual harm when proven to exist.

(Ord. No. 8, § 4, 12-18-1981)

Sec. 20-26. - Injunction and other relief.

Upon being duly authorized by an ordinance of the City Council, the City may file and maintain a suit for injunction, including temporary restraining order and temporary injunction, in any court of competent jurisdiction to prevent or abate any nuisance committed or threatened hereunder in addition to invoking the penal provision contained in section 1-10 or in other ordinances concerning animals or other nuisances.

(Ord. No. 8, § 6, 12-18-1981)

Secs. 20-27—20-50. - Reserved.

CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 6.6

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - Ordinance O-2021-003 AMENDING CHAPTER 6 – BUILDINGS AND BUILDING REGULATIONS & CHAPTER 34 – UTILITIES OF THE CITY OF SHAVANO PARK CODE OF ORDINANCES TO CREATE A PUBLIC RIGHT-OF-WAY MANAGEMENT ORDINANCE IN ORDER TO GOVERN THE USE AND OCCUPANCY OF THE PUBLIC RIGHT-OF-WAY; AND PROVIDE MAINTENANCE STANDARDS FOR MAILBOXES IN THE PUBLIC RIGHT-OF-WAY (first reading) - City Manager

X

Attachments for Reference:

- 1) 6.6a Ordinance O-2021-003 R.O.W Management
- 2) 6.6b Sec. 6-98. – Mailboxes Track Changes
- 3) 6.6c Right-of-Way Permit (current)

BACKGROUND / HISTORY: Currently, although Right-of-Way (R.O.W.) is referenced in many locations within our Ordinances, City Ordinances govern only 3 aspects of Right-of-Way (R.O.W.). There is no general or central R.O.W. Management Ordinance in the City:

- (1) **Chapter 14, Article III:** Vegetable protrusions near to or over a street
- (2) **Chapter 32:** Traffic control devices
- (3) **Chapter 34, Article V:** Small Cellular installations

In 2017 staff created a simple control mechanism for tracking work by third parties in the City's public right of way: a small no-fee R.O.W. Permit but this has no clear standards established by ordinance backing the permit. Attachment 6.6b shows the current Right-of-Way Permit.

To draft this Ordinance staff analyzed adopted ordinances from Cities of Alamo Heights, Castle Hills and Universal City.

The City Staff has additionally received many inquiries by Residents who live along N.W. Military Highway as to why they may not build masonry mailboxes in the right-of-way. The Ordinance updates Chapter 6 to inform Residents who live along N.W. Military Highway of the State regulations prohibiting masonry mailboxes.

DISCUSSION: Note: Track changes presented for Sec. 6-98. – Mailboxes. No track changes presented for Chapter 38 as this Ordinance creates an entirely new Article for this Chapter.

This proposed R.O.W. Management Ordinance accomplishes these primary actions:

- 1) Requirement for R.O.W. Permit
- 2) R.O.W. work performance standards
- 3) Standards for restoration of pavement (with higher standards for better condition roads)
- 4) Required Inspections of R.O.W. work
- 5) Insurance requirements for contractors
- 6) Authorized hours of work for contractors
- 7) Establishes permit fees, re-inspection fees, penalty fees and dedicates all revenue to the City's Street Maintenance Fund
- 8) Informs City Residents of mailbox regulations set forth by the State

If approved on 1st reading, staff will prepare an updated Permit Application for the 2nd reading of the Ordinance.

COURSES OF ACTION: Approve Ordinance O-2021-003 as presented; proposed additional amendments, or alternatively decline and provide further guidance to staff.

FINANCIAL IMPACT: Fees provide revenues to Street Maintenance Fund to offset street maintenance costs associated with work in R.O.W. by third parties.

MOTION REQUESTED: Approve Ordinance O-2021-003 AMENDING CHAPTER 6 – BUILDINGS AND BUILDING REGULATIONS & CHAPTER 34 – UTILITIES OF THE CITY OF SHAVANO PARK CODE OF ORDINANCES TO CREATE A PUBLIC RIGHT-OF-WAY MANAGEMENT ORDINANCE IN ORDER TO GOVERN THE USE AND OCCUPANCY OF THE PUBLIC RIGHT-OF-WAY; AND PROVIDE MAINTENANCE STANDARDS FOR MAILBOXES IN THE PUBLIC RIGHT-OF-WAY (first reading).

ORDINANCE NO. O-2021-003

AN ORDINANCE AMENDING CHAPTER 6 – BUILDINGS AND BUILDING REGULATIONS & CHAPTER 34 – UTILITIES OF THE CITY OF SHAVANO PARK CODE OF ORDINANCES TO CREATE A PUBLIC RIGHT-OF-WAY MANAGEMENT ORDINANCE IN ORDER TO GOVERN THE USE AND OCCUPANCY OF THE PUBLIC RIGHT-OF-WAY; AND PROVIDE MAINTENANCE STANDARDS FOR MAILBOXES IN THE PUBLIC RIGHT-OF-WAY; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Shavano Park recognizes that the State of Texas has delegated to the City the fiduciary duty, as a trustee, to manage the public right-of-way for the health, safety, and welfare of the public to Texas municipalities; and

WHEREAS, City Council of the City of Shavano Park desires to preserve the physical integrity of City streets; and

WHEREAS, City Council of the City of Shavano Park desires to conserve the limited physical capacity of the public rights-of-way held in public trust by the city; and

WHEREAS, the City Council of the City of Shavano Park desires to keep track of the different entities using the right-of-way to prevent interference between them; and

WHEREAS, Mailboxes in the public right-of-way are built in accordance with Federal (39 C.F.R. §111.1) and State regulations and the City Council of the City of Shavano Park desires to ensure these mailboxes are kept structurally sound, well maintained and kept in appearance as originally installed; and

WHEREAS, Chapter 552 of the Texas Local Government Code authorizes municipalities to protect the public health and safety of their citizens in the proper use and operation of utilities; and

WHEREAS, the City Council of the City of Shavano Park desires to govern the use and occupancy of the public right-of-way to protect public health, safety and welfare.

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

I
CODE AMENDMENT

Chapter 6, Article IV, Section 6-98 – MAILBOXES of the City of Shavano Park Code of Ordinances is hereby amended to add the following regulations:

Sec. 6-98. - Mailboxes.

All mailboxes shall be kept structurally sound, well maintained and kept in appearance as originally installed. The Building Official may declare deteriorated or structurally unsound mailboxes to be a public safety hazard to nearby pedestrian and vehicular traffic in the public right-of-way.

- (1) All mailboxes and newspaper standards on public rights-of-way shall be constructed in accordance with the United States Postal Service regulation USPS-STD-7C. Masonry mailboxes may be used if constructed in accordance with these regulations.
- (2) Mailboxes in State rights-of-way (e.g., Northwest Military Highway) shall comply with United States Postal Service regulations and Texas Department of Transportation Sign Crew Field Book, Chapter 9, Sec. 2 regulations which vary significantly, but generally require breakaway mailboxes for safety reasons (i.e., no masonry).

II
CODE AMENDMENT

Chapter 34, Article IV. - SEWAGE of the City of Shavano Park Code of Ordinances is hereby amended to remove reserved Sections 34-225 thru 34-300. Those sections shall be used to create a new Article V as presented in Section III of this Ordinance.

III
CODE AMENDMENT

Chapter 34, Article V. – WIRELESS INTERNET SERVICE AND RIGHT-OF-WAY NETWORK NODE REGULATIONS of the City of Shavano Park Code of Ordinances shall be renumbered to Article VI.

IV
CODE AMENDMENT

Chapter 34 of the City of Shavano Park Code of Ordinances is hereby amended to create ARTICLE V. - PUBLIC RIGHT-OF-WAY MANAGEMENT as presented:

ARTICLE V. – PUBLIC RIGHT-OF-WAY MANAGEMENT

Sec. 34-225. – Purpose.

The purpose of this article is to:

- (1) Assist in the management of facilities placed in, on or over the public right-of-way in order to minimize the congestion, inconvenience, visual impact and other

adverse effects, and the costs to the citizens resulting from the placement of facilities within the public rights-of-way;

- (2) Govern the use and occupancy of the public right-of-way;
- (3) Assist the city in its efforts to protect the public health, safety and welfare;
- (4) Conserve the limited physical capacity of the public rights-of-way held in public trust by the city;
- (5) Preserve the physical integrity of the City streets;
- (6) Control the orderly flow of vehicles and pedestrians;
- (7) Keep track of the different entities using the rights-of-way to prevent interference between them;
- (8) Assist on scheduling common trenching and street cuts; and
- (9) Protect the safety, security, appearance, and condition of the public rights-of-way.

Sec. 34-226. - Authority.

This article applies to all applicants that place facilities in, on or over a public right-of-way.

Sec. 34-227. - Administration.

The provisions of this article shall be administered by the City Manager, or the City Manager's authorized designee. Hereby referred to as the director within this article.

Sec. 34-228. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant means a natural person (an individual), corporation, company, association, partnership, firm, limited liability company, statutorily created utility, government-owned utility, joint venture, joint stock company or association, and any other such entity that seeks to perform work, to perform construction, or to modify or to install facilities within the public right-of-way.

City means the City of Shavano Park, Texas. As used throughout, the term "city" also includes the designated agent of the city.

City Engineer means the City Engineer of the City of Shavano Park.

Director means the City Manager of the City of Shavano Park or the City Manager's designee.

Facilities means any and all of the pipes, wires, cables, fibers, duct spaces, manholes, poles, conduits, underground and overhead passageways and other equipment, structures, and all associated physical equipment and associated appurtenances, placed in, on or under the public rights-of-way.

Life of the street means until such time as a certain street or right-of-way is repaved by the city or another, in the same location as the permitted work, or until the PCI of the street or right-of-way drops below 50.

PCI means pavement condition index.

Public easement means the right of the general public to use certain streets, highways, paths or airspace.

Public rights-of-way means the same as in the Local Government Code § 283.002(6), the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easement in which the municipality has an interest. The term "public rights-of-way" does not include the airwaves above a public right-of-way with regard to wireless telecommunications.

TMUTCD means Texas Manual on Uniform Traffic Control Devices.

Sec. 34-229. - Right-of-way construction.

No person shall commence or continue with the construction of facilities above, upon, or beneath right-of-way in the city except as provided by this article and pursuant to the directives of the director issued pursuant to this article.

Sec. 34-230. - Right-of-way permits.

- (a) No person or entity shall perform any construction of facilities in the right-of-way without first obtaining a right-of-way permit, except as otherwise provided by this article. The permit shall be in the name of the person who owns or will subsequently own the facilities to be constructed. The permit application shall be completed and signed by the person as permittee.
- (b) Construction considered an emergency relating to existing facilities may be undertaken without first obtaining a permit from the City. However, a contractor shall notify the director's office as promptly as possible after beginning the emergency

construction, but in any event no later than the next city-business day, of any emergency construction, and shall also provide within two (2) business days a reasonably detailed description of the construction performed in the right-of-way, and shall further provide within ninety (90) days from the date any facilities are reconstructed or relocated an updated map of any facilities that were affected by such emergency construction.

- (c) An applicant shall submit the following information in their application to obtain a right-of-way permit:
 - (1) To whom the permit is issued;
 - (2) A description of the location of construction and facilities;
 - (3) A description of the route of all facilities to be constructed on or about the designated right-of-way;
 - (4) Location of all right-of-way easements which the permittee plans to use;
 - (5) Location of existing city and third-party facilities;
 - (6) Drawings of any bores, trenches, hand holes, manholes, switch gear, transformers, pedestals, poles, and the such-like, including any applicable depths and heights;
 - (7) The construction methods and materials to be employed by the permittee for the protection of existing facilities within, above, beneath, or adjacent to the right-of-way, all of which methods and materials are subject to approval by the director;
 - (8) Estimated dates and times that construction is scheduled to be performed;
 - (9) The base material to be used;
 - (10) Restoration of property pursuant to Section 34-232 of this article;
 - (11) Detailed description of what the permittee proposes to construct, including but not limited to, if applicable, pipe sizes, the number of interducts, and valves;
 - (12) A written statement that proof of insurance, bond, or other financial information required under this article is current and on file with the city; and,
 - (13) A traffic control plan in accordance with the TMUTCD.
- (d) All construction in the right-of-way shall be in accordance with the right-of-way permit for the facilities.
- (e) A copy of the right-of-way permit and approved engineering plans shall be maintained at the construction site and made available for inspection by the director at all times when construction is occurring.
- (f) All construction authorized by permit shall be completed in the time specified in the right-of-way permit. If the construction cannot be completed in the specified time period, a contractor may request an extension of time from the director.

- (g) Requests for right-of-way permits shall be promptly processed and approved or disapproved by the director but in any event no later than ten (10) city-business days after receiving all the permit information required under this article.
- (h) The director may require a pre-construction meeting with the permittee and/or the contractor.
- (i) Construction of mailboxes are exempt from ROW permitting and fees. Construction and maintenance of all mailboxes shall comply with Sec. 6-98.

Sec. 34-231. - Performance of work by applicant; responsibility for damage; specifications.

- (a) *General.* All work shall be performed by the applicant at the expense of the applicant, in accordance with specifications set out in this section. The applicant shall be responsible for all damage to water mains, water service connections, sanitary sewers and storm sewers or pipes or conduits of other utilities, caused by the construction or the work of installing the mains or any part of the distribution system, and shall pay for the cost of repairing the same.
- (b) *Construction Standards Specified.* All work shall be performed by the applicant at the expense of the applicant, in accordance with the following:
 - (1) All gas, oil, water, sewer, electric, telephone and public utility mains, feeders and conduits laid in the streets, alleys and public property in the City shall be laid with the top of the pipe at least two (2) feet below the surface of the ground and all gas service pipes from such mains to the property lines shall be laid with the top of such pipe at least sixteen (16) inches below the surface of the ground. All such pipes shall be so laid as not to interfere in any manner with water pipes or mains, sanitary sewers or storm sewers or pipes, cables or conduits of other utilities already installed. At street intersections, street and alley intersections or other place where it is likely that the street grade will be lowered, the mains, service pipes, etc. shall be laid at a greater depth than two (2) feet, as specified in the permit.
 - (2) Paving shall be saw cut to at least one (1) foot on each side of trench.
 - (3) A clean, vertical wall excavation in line with and no larger in plan than the surface cut to a depth of three (3) feet is reached is required. Below the three-foot depth, the excavation may be widened as the depth increases. Adequate shoring must be used to prevent collapse during the work. Where any dispute exists as to shoring requirement, it shall be resolved by the decision of the City Engineer.
 - (4) The excavator, while the excavation is open, must have it barricaded and protected with flares until the excavation has been approved for backfilling and until the same is backfilled. Nothing herein shall be construed as limiting the

responsibility of the excavator in seeing that the excavation is made safe for traffic and pedestrians who may use the street, alley and other public property.

- (5) All trenches shall be backfilled promptly but only after the lines have been placed, tested, inspected and the City certifies that it is in accordance with the city ordinances, regulations and specifications.
- (6) Backfilling shall be done in six (6) inch layers and pneumatic hand-tamped or otherwise compacted to insure adequate density. The required density shall be equivalent to a ninety (90) per cent Proctor Density and shall be approved before base or other topping is applied.
- (7) For asphalt paving, a six (6) inch concrete base shall be poured. The concrete shall be of two thousand (2,000) psi specification and contain no reinforcing.
- (8) The concrete shall be covered after inspection with asphalt the same thickness and equivalent specifications as the original asphalt.

Sec. 34-232. - Restoration of property and pavement.

(a) An applicant shall restore property damaged or destroyed by construction on or adjacent to the right-of-way to a condition that is as good as or better than the pre-existing condition of the right-of-way or adjacent property, as determined by the director. Streets shall be restored based on their Pavement Condition Index (PCI) prior to construction, as determined by the director during the application process, as follows:

- (1) PCI of 0—50. Excavations in streets and/or rights of way with PCI values of 50 or less shall be deemed to be excavations in streets with nominal loss of pavement life. The contractor shall promptly repair the trench envelope and surface in accordance with specifications set forth by the director.
- (2) PCI of 51—85. In the event of an excavation in a street or right-of-way having a PCI of 51—85, the contractor shall promptly repair the trench envelope and surface, including pavement and foundation, to the same condition, or better, than existed before the commencement of the work. In the event of failure of the repair within 1 year, the contractor shall reimburse the city for its pavement restoration cost.
- (3) PCI of 86—100. Excavations in streets and/or right-of-way with PCI values of 86 or greater shall be deemed one hundred (100) percent loss of pavement life. These excavations require block to block and curb to curb pavement reconstruction. Use of a hot mix asphalt repaving process is an option with approval of the director. In the event of any trench failure in the street or right-of-way within 1 year, the contractor shall reimburse the city for its costs to repair the failure. Additionally, in the event of such failure, the contractor shall within forty-eight (48) hours repair the subject trench envelope if required by the director.

- (b) Restoration shall be completed in a timely manner as specified by schedules prepared and provided by the director. Applicants shall be fully responsible for the performance of all trenches or other restorative work for a period not to exceed twenty-four (24) months from the completion of the work and/or inspection by the director. Any trench or other restorative failures resulting from any work authorized by this article shall be immediately repaired upon notification by the city and are subject to inspection and approval by the city.
- (c) All repairs to right-of-way of any PCI are guaranteed by the contractor making the repair and the permittee causing the repair to be made for the life of the street. The life of the street for these purposes is defined to be until such time as that certain street or right-of-way is repaved by the city or another, in the same location as the excavation, or until such time as the PCI Index of such street or right-of-way drops to below 50.

Sec. 34-233. – Inspections required.

Required inspections to verify full compliance with the right-of-way permit and all applicable codes and ordinances include, but are not limited to, the following:

- (1) Backfill (prior to surface patch);
- (2) Final.

The initial inspection is included in the permit application fee. Any failed inspection that requires a re-inspection will be assessed a re-inspection fee as established in the City of Shavano Park Code of Ordinances.

Sec. 34-234. - Insurance requirements.

All applicants shall carry, and provide documentation upon request, the following:

- (1) General liability insurance of at least five hundred thousand dollars (\$500,000.00) for personal injury and one hundred thousand dollars (\$100,000.00) for property damage; and
- (2) Umbrella coverage of at least one million dollars (\$1,000,000.00) on an occurrence basis and must include coverage for personal injury or death, contractual liability, premises liability, medical damages, and explosion and collapse hazards.

Sec. 34-235. - Requirement to relocate equipment for city public works projects.

Any user of the city right-of-way shall be required to relocate and bear the cost of relocating their equipment to accommodate city public works projects. Such relocation shall be completed within thirty (30) days upon notice by the city of the requirement for such relocation.

Sec. 34-236. - Authorized hours of right-of-way construction.

Unless approved in writing by the director, any work activity governed by this article is restricted to the hours of 7:00 a.m. to 6:00 p.m., Monday through Friday, except for city holidays.

Sec. 34-237. – Right-of-Way permit fees

Right-of-Way Permit fees shall be established in the Fee Schedule of the City of Shavano Park Code Ordinances. No Right-of-Way Permit shall be issued without complete payment of required fees. All fees and penalties collected shall be dedicated to the Street Maintenance Fund of the City of Shavano Park.

Sec. 34-238. - Right-of-way permit and fee exemptions.

The director shall have the authority to waive fees provided for in the Fee Schedule of the City of Shavano Park Code of Ordinances for public agencies, licensees, franchisees, certificated telecommunications providers and contractors providing the city with construction or other permitted services. When deemed appropriate, the director shall also have the authority to waive the requirement for an applicant to acquire a right-of-way permit.

Sec. 34-239. - Penalties.

(a) *Pavement degradation recovery penalty*: The pavement degradation recovery penalty is due upon failure of an applicant's restoration within 1 year after completion or upon failure of an applicant to restore the right of way. Fees will be assessed on a basis of \$50.00 per square yard of right-of-way which experienced failure.

(b) *Unpermitted work penalty*: With the exception of emergencies, any work done in the public right of way without first obtaining a permit will result in a penalty of \$500.00 per day of unpermitted work.

(c) *Non-COMPLIANCE with TMUTCD penalty*: In the event of non-compliance with the TMUTCD standards the city shall levy a civil penalty of \$1,000.00 for each observed incidence.

(d) Failure to relocate facilities in the time allowed will result in a penalty of \$100.00 per day for each day of delay.

Sec. 34-240. - Injunctive relief and other remedies for violation.

Any applicant who shall fail to comply with any provision of this article shall be liable to injunctive action prohibiting the violation of this article and shall be subject to being mandatorily enjoined to restore any right-of-way illegally excavated to its original form and function, and shall be liable and responsible for any and all expenses that may

be incurred by the city in connection with any such action, omission or other violation, including reasonable attorneys' fees.

Sec. 34-241. - Notice of violation.

The director may give notice to any applicant who violates this article, and such applicant who receives such notice shall correct all violations alleged in the notice. Failure to correct any such alleged violations shall cause the applicant to be subject to penalties provided in Section 34-239 and Section 34-240.

Sec. 34-242. - Revocation, suspension or denial of permit.

Notwithstanding other sanctions set forth in this article, if any of the provisions of this article are not complied with, a permit may be revoked or suspended by the director. If an applicant has not followed the terms, conditions or specifications of this article in work done pursuant to a prior permit, new permits may be denied or additional requirements may be imposed.

Sec. 34-243. - Non-transferability of permits.

No permit issued under this article shall not be transferable from the applicant receiving the permit to another person or entity without the written approval of the director as permitted by state law.

Sec. 34-244. - Effect on city's liability.

No permit or certificate of inspection shall be conclusive as against the city that the work therein referred to has been installed in conformity with the requirements; but the owner of the premises, the contractor and all other persons concerned shall be obligated to see that all matters, things and acts to which this article and such permit or certificate relate shall conform to the regulations of the city. All work installed in this city for any purpose whatever shall be kept in full compliance with this article.

Secs. 34-245 – 34-300. – Reserved.

V
CODE AMENDMENT

APPENDIX A - CITY OF SHAVANO PARK FEE SCHEDULE of the City of Shavano Park Code of Ordinances is hereby amended to add the following fees:

Right-of-Way (R.O.W.) Permit Fees	
Permit Application Fee	\$250
Re-inspection Fee	\$50
Pavement Degradation Recovery Penalty Fee	\$50 per square yard of R.O.W.
Unpermitted Work Penalty Fee	\$500
Non-Compliance with TMUTCD	\$1000
Failure to relocate facilities in allowed time	\$100 per day

VI
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.

VII
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.

VIII
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

IX
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 ____ day of March, 2021.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park this the ____ day of April, 2021.

ROBERT WERNER, MAYOR

Attest:

TRISH NICHOLS, CITY SECRETARY



CITY OF SHAVANO PARK
PERMIT APPLICATION FOR WORK IN RIGHT-OF-WAY

Date: _____

1. APPLICANT INFORMATION

Name of Company Performing Work (Applicant): _____

Company Address: _____

Contact Person: _____ Phone: _____

Email: _____ 24-hour Emergency Phone: _____

Fax: _____ Bonded: Yes ☐ No ☐ Insured: Yes ☐ No ☐

For whom are you performing this work (if applicable): _____

Contact Person: _____ Phone: _____

Email: _____

2. PROJECT DESCRIPTION

Purpose of Work: _____

Location, including street address and any cross streets of the excavation: _____

Scheduled Start Date: _____ Scheduled Completion Date: _____

Schedule for restoration of the excavation located in portions of the right-of-way: _____

Method of Excavation (attach additional sheets if necessary)

Street Bore Ground Surface Street Cut Install Pole Other/Explain

Will the work be within the street? Yes ☐ No ☐

3. TRAFFIC PLAN

Will work interfere with the normal flow of traffic on adjacent streets, sidewalks or public ways?

Yes ☐ No ☐

If yes, what procedures will be taken to maintain traffic safety? Plans must be submitted.

Applicants must follow the Manual on Uniform Traffic Control Devices

***If road closure is required, you MUST notify the
City of Shavano Park Dispatch at 210-804-0110***

4. ADDITIONAL DOCUMENTS REQUIRED

Applicants must attach the following items as required:

1. Three (3) sets of plans showing the extent of the proposed work, with the work highlighted.
2. Proof of insurance and performance assurance bond.
3. Proof that the owner has a franchise, consent, license or other legal right to install facilities in the right-of-way if the proposed activity involves the installation of a facility.
4. Signed statement that the applicant has complied with the applicable State and Federal laws and regulations.
5. A dimensioned sketch of all work in the right-of-way, including the location of the excavation, its depth, width, and length, edge of asphalt, centerline of the street and north arrow.
6. A copy of dig test ticket.
7. Tree Survey (if trees are impacted).

FOR OFFICE USE ONLY

PCI Street Rating: _____

Received By: _____

Date: _____

**CITY OF SHAVANO PARK
AGREEMENT FOR WORK IN RIGHT-OF-WAY**

The applicant is required to consult all utility companies operating in this area before marking and excavating. In granting this permit, the City of Shavano Park makes no representation as to the location of utility facilities in the area to be excavated or the effect of the permitted excavation on said utilities.

In consideration for the granting of an excavation permit by the City of Shavano Park, the above named applicant hereby agrees:

1. TO PERFORM THE EXCAVATION APPLIED FOR IN A PROFESSIONAL MANNER AND IN ACCORDANCE WITH THE CITY OF SHAVANO PARK CODE OF ORDINANCES.
2. TO IDEMNIFY THE CITY OF SHAVANO PARK, ITS OFFICIALS AND EMPLOYEES FROM ANY AND ALL COSTS, DAMAGES AND LIABILITIES WHICH MAY ACCRUE OR BE CLAIMED TO ACCRUE BY REASON OF ANY WORK PERFORMED UNDER A PERMIT ISSUED PURSUANT TO THIS APPLICATION.

Signature of Applicant

Date

Permission is hereby granted for the above named applicant to excavate as described in the above application and as amended below:

Public Works Director

Date

City Manager

Date

Sec. 6-98. - Mailboxes.

~~All mailboxes and newspaper standards shall be constructed in accordance with the United States Postal Service regulations.~~

All mailboxes shall be kept structurally sound, well maintained and kept in appearance as originally installed. The Building Official may declare deteriorated or structurally unsound mailboxes to be a public safety hazard to nearby pedestrian and vehicular traffic in the public right-of-way.

- (1) All mailboxes and newspaper standards on public rights-of-way shall be constructed in accordance with the United States Postal Service regulation USPS-STD-7C. Masonry mailboxes may be used if constructed in accordance with these regulations.
- (2) Mailboxes in State rights-of-way (e.g., Northwest Military Highway) shall comply with United States Postal Service regulations and Texas Department of Transportation Sign Crew Field Book, Chapter 9, Sec. 2 regulations which vary significantly, but generally require breakaway mailboxes for safety reasons (i.e., no masonry).

(Ord. No. 100-03-07, art. II, § 7(l), 7-17-2007; [Ord. No. 0-2017-001](#), § I, 9-18-2017)

Editor's note— See editor's note to § 6-89.

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 6.7

Prepared by: Mayor Werner

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action - Set City Manager Annual Performance and Salary Review for April - Mayor Werner

X

Attachments for Reference: 1) Review Template

BACKGROUND / HISTORY: The periodic assessment of the City Manager is a key element to effective and efficient municipal government operations. A fair and balanced evaluation process is important for objectively assessing performance and providing guidance to improve performance as necessary.

City Council conducts an annual assessment of the City Manager each spring (traditionally in April).

DISCUSSION:

Review Schedule:

- 22 Mar - City Council reviews format and timeline; agrees on review date
- 1 April - City Manager passes to Council annual Performance Accomplishments
- 18 April - Mayor / Alderman complete the review and pass to City Secretary
- 19 April - Mayor begins assembly of reviews for presentation
- 23 April - Mayor distributes assembly of reviews to Alderman
- 26 April - Council / City Manager review

The review form revised in 2017 is attached. This format accounts for the City Manager duties and responsibilities as outlined in the Texas Local Government Code and the City of Shavano Park, Texas Code of Ordinances.

COURSES OF ACTION: Council will set a date to provide CM their annual review

FINANCIAL IMPACT: N/A; Compensation recommendations possible

MOTION REQUESTED: N/A; Council should gain Consensus on timeline and complete on time



City Manager Assessment

The periodic assessment of the City Manager is a key element to effective and efficient municipal government operations. A fair and balanced evaluation process is important for objectively assessing performance and providing guidance to improve performance as necessary.

The duties and responsibilities of the City Manager of Shavano Park are included in the Texas Local Government Code and the City of Shavano Park, Texas Code of Ordinances. This assessment form allows Council to assess the Manager's performance of his statutory duties, point out where improvement is needed and provide encouragement to continue performing well those duties in which he excels.

The form allows for assessment the City Manager in five broad statutory categories and performance objectives within that category, with the standards of "did not meet expectations", "marginally met expectations but improvement needed", "achieves expectations", "exceeded expectations" and "outstanding". Each category allows narrative comments to support the assessment values assigned each performance objective. Finally, there is a narrative block which allows the Alderman to identify City Manager strengths and achievements during the assessment period and identify any areas the City Manager needs improvement in for the next assessment period.

Scoring Scale: Narrative Description

Score

OUTSTANDING – The City Manager far exceeded the requirements of the job, task, or project. Performance consistently shows outstanding achievement far above expectations	4
EXCEEDED EXPECTATIONS – The City Manager exceeded the requirements to achieve success in all of the aspects of the category or performance objective	3
ACHIEVES EXPECTATIONS - The City Manager accomplished the requirements for the category or performance objective in all aspects	2
MARGINALLY MET EXPECTATIONS BUT IMPROVEMENT NEEDED – Adequate accomplishment of most aspects of the requirements for the category or performance objectives, but standard of achievement was below expectations or there were significant deficiencies noted in that area of City management	1
DID NOT MEET EXPECTATIONS – The City Manager's performance of the requirements for the category or performance objectives did not accomplish the goal of "efficient administration of City affairs" within that category or performance objective	0

CATEGORY OR PERFORMANCE OBJECTIVE	
EFFICIENT ADMINISTRATION OF CITY AFFAIRS § 2-63(e)(1)	SCORE
<ul style="list-style-type: none"> Effectively supports the established City Goals and Objectives 	
<ul style="list-style-type: none"> Engages in and promotes strategic planning 	
<ul style="list-style-type: none"> Sets a professional example by handling affairs of the public office in a fair and impartial manner 	
<ul style="list-style-type: none"> Supports City Commissions, Boards and Committees in their efficient operations § 2-85 & 112 	
<ul style="list-style-type: none"> Ensures effective records management and information continuity § 2-63(e)(3) 	
<ul style="list-style-type: none"> Supervises advertisement and submission of contracts § 2-63(e)(7) & (14) 	
ENFORCES ALL APPLICABLE LAWS AND ORDINANCES § 2-63(e)(2)	SCORE
<ul style="list-style-type: none"> Implements governing body actions in accordance with the intent of Council 	
<ul style="list-style-type: none"> Understands, supports, and enforces local government's laws, policies, and ordinances 	
<ul style="list-style-type: none"> Reviews ordinances and policy procedures periodically to suggest improvements to their effectiveness 	
EXERCISES EFFICIENT SUPERVISION AND CONTROL OVER DEPARTMENT HEADS § 2-63(e)(9)	SCORE
<ul style="list-style-type: none"> Builds teamwork; develops leaders; drives excellence in performance 	
<ul style="list-style-type: none"> Appoints and removes department heads with Council advice and consent. Appoints and removes City employees timely, fairly and with cause § 2-63(e)(8) 	
<ul style="list-style-type: none"> Provides effective guidance and supervises department heads 	
<ul style="list-style-type: none"> Provides excellent public safety and emergency services 	
<ul style="list-style-type: none"> Provides excellent infrastructure and water services 	
PLAN AND EXECUTE CITY BUDGET AND MANAGE CITY FINANCIAL AFFAIRS § 2-63(e)(12)	SCORE
<ul style="list-style-type: none"> Prepare and submit the City Manager's Proposed Budget in a transparent, timely manner that is balanced and provides services at a level directed by council 	
<ul style="list-style-type: none"> Ensure all franchise agreements are in favor of the City are faithfully kept and timely reports violations to Council § 2-63(e)(11) 	
<ul style="list-style-type: none"> Submits timely, accurate, clear and transparent financial reports to Council § 2-63(e)(13) 	
<ul style="list-style-type: none"> Efficiently manages revenues and disbursements of the City, to include payroll § 2-63(e)(4), (5), (6), & (15) 	
KEEPS COUNCIL INFORMED OF PERTINENT CITY BUSINESS § 2-63(e)(10)	SCORE
<ul style="list-style-type: none"> Provides Council with timely information about occurrences, events and plans for the City 	
<ul style="list-style-type: none"> Timely responds to Council and Aldermen requests for information 	
<ul style="list-style-type: none"> Effectively prepares for and attends Council meetings § 2-63(e)(10) 	
<ul style="list-style-type: none"> Demonstrates a dedication to service to the community and its citizens and strives to understand their interests and concerns 	

What would you identify as the City Manager's strengths expressed in terms of the principle results achieved during this assessment period:

What performance areas would you identify for improvements during the next assessment period:

Alderman's Signature

Date Signed

City Manager's Comments

City Manager's Signature

Date Signed

Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 2/1/2021

To: 2/28/2021

Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments
	2021-150	606 bentley manor san antonio TX 78249	Not Issued	02/25/2021	\$0.00	
	Total for : 1				\$0.00	
Building (R)	2021-110-BR	120 Whittingham Road Shavano Park TX 78231	Not Issued	02/03/2021	\$8,086.47	
	2021-115-BR	131 Whittingham San Antonio TX 78231	02/10/2021	02/05/2021	\$9,794.73	\$9,794.73
	2021-137-BR	123 BEDINGFELD SHAVANO PARK TX 78231	03/04/2021	02/19/2021	\$3,646.17	\$3,646.17
	2021-95-BR	127 Bedingfeld Shavano Park TX 78231	02/09/2021	02/01/2021	\$3,194.76	\$3,194.76
	Total for Building (R): 4				\$24,722.13	\$16,635.66
Cabana	2021-151-CA	99 Bent Oak Shavano Park TX 78231	03/02/2021	02/25/2021	\$261.38	\$261.38
	Total for Cabana: 1				\$261.38	\$261.38
Certificate of Occupancy	2021-96-CO	4114 Pond Hill Suite 202 Shavano Park TX 78231	Not Issued	02/01/2021	\$105.00	
	Total for Certificate of Occupancy: 1				\$105.00	
Demolition (R)	2021-107-DR	101 S. Warbler Way Shavano Park TX 78231	02/03/2021	02/03/2021	\$5.13	\$5.13
	2021-114-DR	203 Branch Oak Way Shavano Park TX 78230	02/22/2021	02/04/2021	\$5.13	\$5.13
	2021-125-DR	150 HAMPTON WAY SHAVANO PARK TX 78249	02/12/2021	02/10/2021	\$5.13	\$5.13
	2021-136-DR	414 Cliffside Dr Shavano Park TX 78231	02/22/2021	02/12/2021	\$5.13	\$5.13
	Total for Demolition (R): 4				\$20.52	\$20.52
Electric - No Fees	2021-149-EN	103 End Gate Shavano Park TX 78231	03/01/2021	02/25/2021	\$5.13	\$5.13
	Total for Electric - No Fees: 1				\$5.13	\$5.13
Electric (R)	2021-111-ER	122 Elm Spring Ln Shavano Park TX 78231	Not Issued	02/04/2021	\$155.00	
	2021-121-ER	107 End Gate Ln. Shavano Park TX 78231	Not Issued	02/09/2021	\$105.00	
	2021-129-ER	619 Geddington shavano park TX 78249	02/22/2021	02/12/2021	\$158.88	\$158.88
	2021-131-ER	414 Cliffside Dr Shavano Park TX 78231	02/22/2021	02/12/2021	\$158.88	\$158.88
	2021-140-ER	113 Long Bow Road Shavano Park TX 78231	02/25/2021	02/22/2021	\$158.88	\$158.88
	2021-141-ER	124 Broken Bough Lane Shavano Park TX 78231	Not Issued	02/22/2021	\$155.00	
	2021-143-ER	203 Shavano TX 78231	02/23/2021	02/23/2021	\$158.88	\$158.88
	Total for Electric (R): 7				\$1,050.52	\$635.52
Fence Permit	2021-100-FN	110 Warbler Way Shavano Park TX 78231	02/22/2021	02/02/2021	\$110.32	\$110.32
	2021-109-FN	102 arrow mound Shavano park TX 78231	Not Issued	02/03/2021	\$105.00	

Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 2/1/2021

To: 2/28/2021

	2021-120-FN	203 Wellesley Hills Shavano Park TX 78231	02/22/2021	02/09/2021	\$205.00	\$205.00
	2021-124-FN	99 Bent Oak Shavano Park TX 78231	02/09/2021	02/09/2021	\$107.63	\$107.63
	2021-126-FN	300 Fawn Drive Shavano TX 78231	Not Issued	02/11/2021	\$205.00	
	2021-135-FN	311 Fawn Drive Shavano Park TX 78231	02/22/2021	02/12/2021	\$107.63	\$107.63
	2021-142-FN	102 Rock Squirrel Shavano Park TX 78231	02/25/2021	02/22/2021	\$107.63	\$107.63
	Total for Fence Permit: 7				\$948.21	\$638.21
HVAC (C)	2021-102-HC	3010 NAPIER PARK SHAVANO PARK TX 78231	02/10/2021	02/02/2021	\$773.88	\$773.88
	Total for HVAC (C): 1				\$773.88	\$773.88
HVAC (R)	2021-106-HR	207 Persimmon Pond Shavano Park TX 78231	02/10/2021	02/03/2021	\$210.13	\$210.13
	Total for HVAC (R): 1				\$210.13	\$210.13
Irrigation (C)	2021-101-IC	3010 Napier Park Shavano Park TX 78231	02/24/2021	02/02/2021	\$107.63	\$107.63
	Total for Irrigation (C): 1				\$107.63	\$107.63
Irrigation (R)	2021-112-IR	95 Shavano dr Shavano park TX 78231	Not Issued	02/04/2021	\$107.63	\$107.63
	2021-113-IR	106 Honey Bee Lane Shavano Park TX 78231	03/01/2021	02/04/2021	\$107.63	\$107.63
	2021-118-IR	95 Shavano dr Shavano Park TX 78231	02/10/2021	02/05/2021	\$107.63	\$107.63
	2021-148-IR	114 Fawn Drive Shavano Park TX 78231	03/01/2021	02/24/2021	\$107.63	\$107.63
	2021-97-IR	211 wellesley hill shavano park TX 78231	02/05/2021	02/01/2021	\$107.63	\$107.63
	Total for Irrigation (R): 5				\$538.15	\$538.15
Patio/ Deck	2021-146-PD	564 Talmadge Lane Shavano Park TX 78249	02/24/2021	02/23/2021	\$158.88	\$158.88
	Total for Patio/ Deck: 1				\$158.88	\$158.88
Plumbing (R)	2021-105-PR	119 Lacey Oak Shavano Park TX 78230	Not Issued	02/02/2021	\$155.00	
	2021-108-PR	215 Switch Oak Shavano Park TX 78230	02/05/2021	02/03/2021	\$158.88	\$158.88
	2021-116-PR	135 Long Bow shavano park TX 78231	Not Issued	02/05/2021	\$155.00	
	2021-117-PR	105 tuscarora trail shavana park TX 78231	Not Issued	02/05/2021	\$5.00	
	2021-119-PR	211 wellesley loop shavano park TX 78231	02/24/2021	02/08/2021	\$568.88	\$568.88
	2021-123-PR	105 Ripple Creek Shavano Park TX 78231	02/10/2021	02/09/2021	\$158.88	\$158.88
	2021-132-PR	335 Box Oak Shavano Park TX 78230	02/25/2021	02/12/2021	\$5.13	\$5.13
	2021-134-PR	109 Painted Post Shavano Park TX 78231	Not Issued	02/12/2021	\$155.00	
	2021-147-PR	109 Windmill Rd Shavano Park TX 78231	Not Issued	02/24/2021	\$155.00	
	Total for Plumbing (R): 9				\$1,516.77	\$891.77
Remodel (R)	2021-138-RM	150 HAMPTON WAY SHAVANO PARK TX 78249	02/24/2021	02/19/2021	\$2,475.38	\$2,475.38
	2021-139-RM	414 Cliffside Dr Shavano Park TX 78231	02/22/2021	02/22/2021	\$302.57	\$302.57

Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 2/1/2021

To: 2/28/2021

	2021-145-RM	203 Branch Oak Way Shavano Park TX 78231	03/01/2021	02/23/2021	\$344.40	\$344.40
	2021-98-RM	206 Box Oak Shavano Park TX 78230	02/05/2021	02/01/2021	\$893.72	\$893.72
	2021-99-RM	122 Elm Spring Ln Shavano Park TX 78231	02/08/2021	02/01/2021	\$2,278.06	\$2,278.06
	Total for Remodel (R): 5				\$6,294.13	\$6,294.13
Roof (R)	2021-144-RR	119 Honey Bee Shavano Park TX 78231	Not Issued	02/23/2021	\$155.00	
	Total for Roof (R): 1				\$155.00	
Sign Permit	2021-127-SN	3208 Napier Park Shavano Park TX 78231	02/22/2021	02/11/2021	\$107.63	\$107.63
	2021-128-SN	3212 Napier Park Shavano Park TX 78231	02/22/2021	02/11/2021	\$312.63	\$312.63
	Total for Sign Permit: 2				\$420.26	\$420.26
Swimming Pool	2021-122-SP	227 Blackjack Oak Shavano Park TX 78230	02/22/2021	02/09/2021	\$722.63	\$722.63
	2021-130-SP	315 Pagoda Oak Shavano Park TX 78230	02/24/2021	02/12/2021	\$620.13	\$620.13
	2021-133-SP	218 Geddington Shavano Park TX 78249	Not Issued	02/12/2021	\$722.63	\$722.63
	Total for Swimming Pool: 3				\$2,065.39	\$2,065.39
Tree Trimming (C)	2021-103-TC	119 Elm Spring Ln Shavano Park TX 78231	02/03/2021	02/02/2021	\$0.00	
	2021-104-TC	119 Elm Spring Ln Shavano Park TX 78231	02/02/2021	02/02/2021	\$35.88	\$35.88
	Total for Tree Trimming (C): 2				\$35.88	\$35.88
	Total: 57				\$39,388.99	\$29,692.52

Project Balance (Remaining Balance)
\$0.00
\$0.00
\$8,086.47
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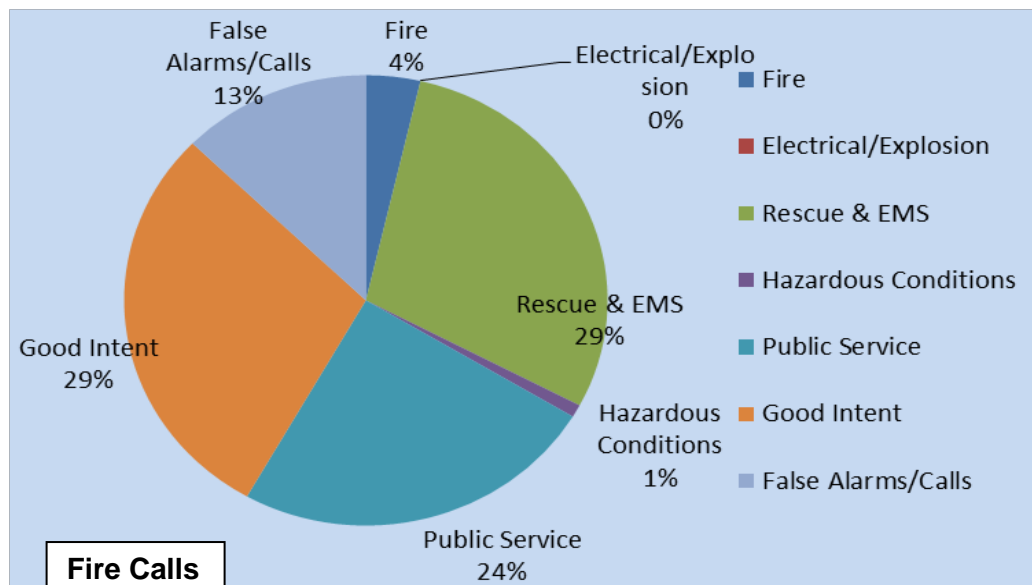
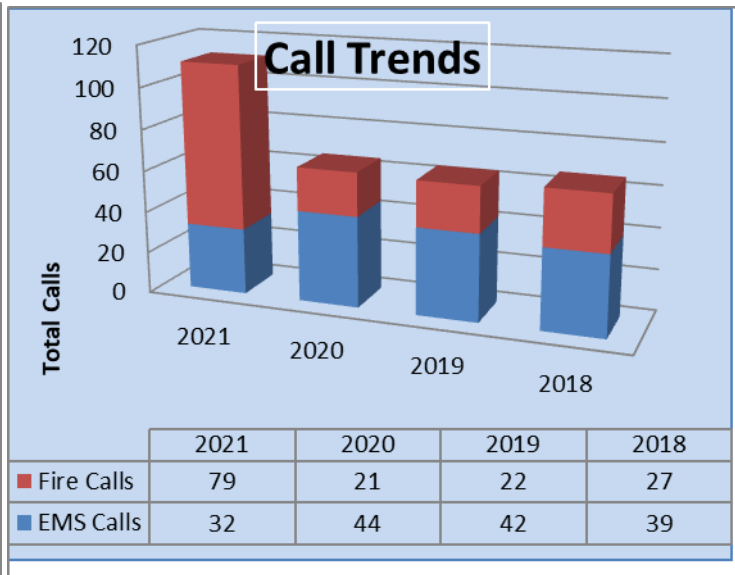
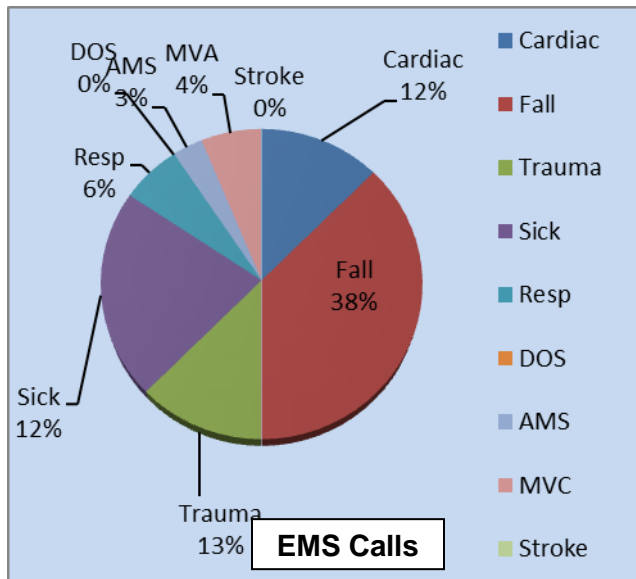
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Shavano Park Fire Department



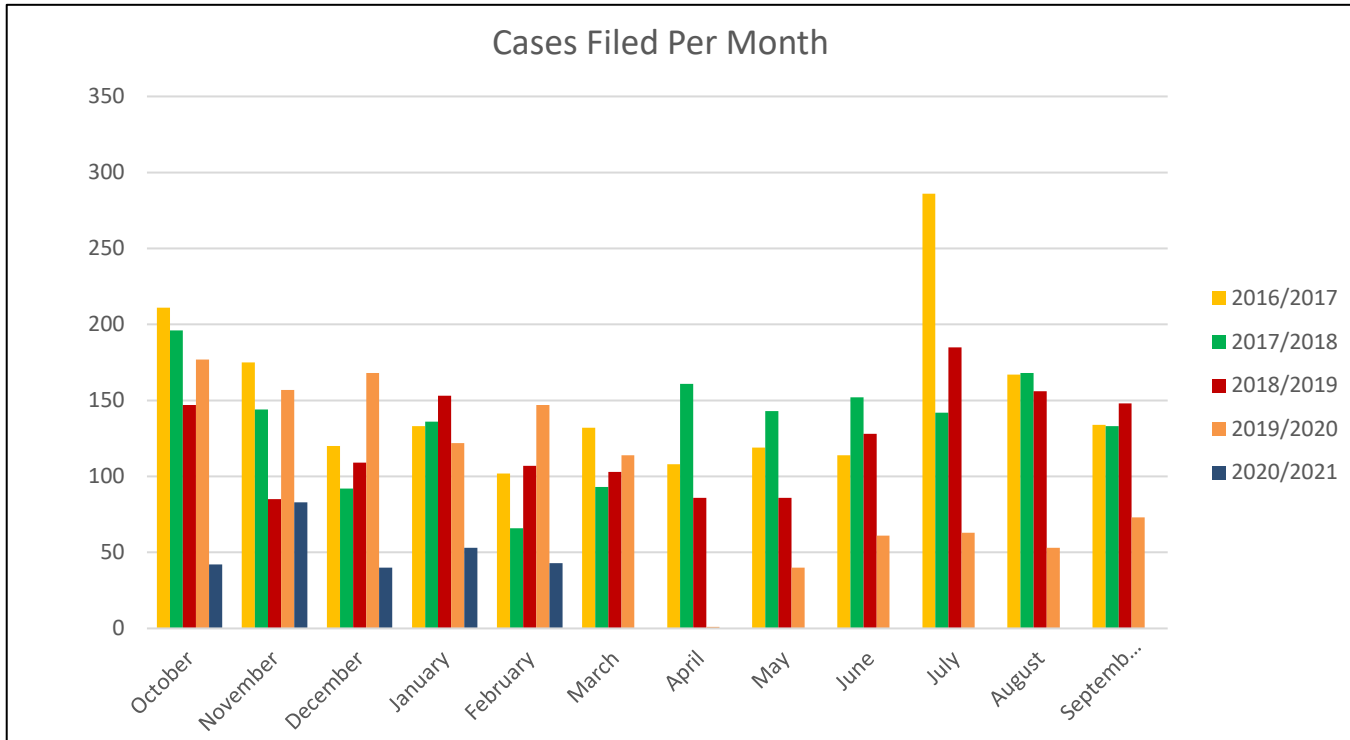
Summary of Events for February 2021

- Shavano Park FD responded to **111** requests for service in **February**.
- This is a **55% increase** from the previous **February**.
- Shavano Park FD responded to **18** automatic aid requests from Leon Springs FD, Castle Hills FD, and Bexar-Bulverde FD.
- Shavano Park FD received **2** automatic aid responses for Hollywood Park FD and Castle Hills FD.
- Shavano Park FD Responded/stood-by for **14** mutual aid requests from other departments.
- The average response time for calls within Shavano Park is **4 minutes 38 seconds** this month.
- Fire Fighters completed a total of **223 hours of fire** and **157 hours of EMS** training in the month of **February**.
- Certified Fire Inspector inspected **5** commercial buildings.
- Fire crews performed **4** pre-incident fire plan reviews
- Certified Plans Examiners reviewed **2** sets of commercial building/renovation plans/changes to previously submitted plans



City of Shavano Park

Municipal Court Activity February 2021

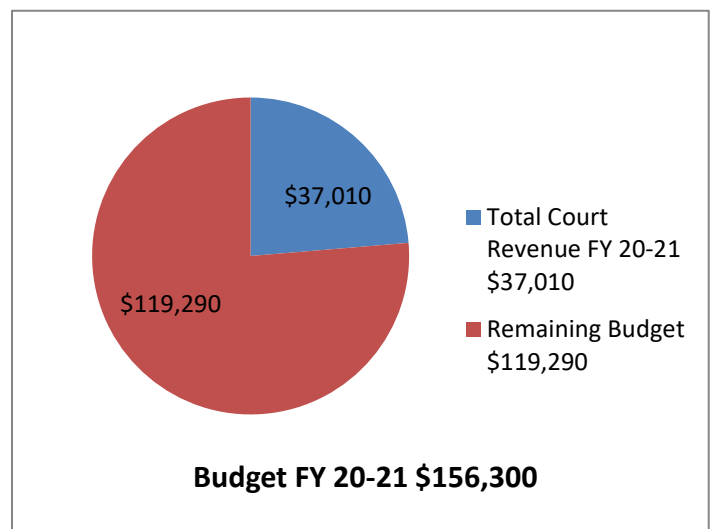


Cases Resolved	Current Month	Prior Year
Fine	22	48
Not Guilty By Judge	0	0
Guilty	7	34
Dismissed	0	0
Compliance Dismissal	1	19
Defensive Driving	2	11
Deferred Disposition	15	31
Proof of Insurance	1	4
TOTAL	48	147

There was 1 case filed in April 2020.
(Insufficient to register on the above chart)

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

Court Revenue	Current 20/21	Prior 19/20
October	\$ 7,514	\$ 10,865
November	8,737	10,311
December	5,261	10,494
January	7,312	12,522
February	8,186	17,307
March	-	15,672
April	-	6,808
May	-	8,853
June	-	17,162
July	-	8,663
August	-	8,466
September	-	5,954
	\$ 37,010	\$ 133,075



**Monthly Activity Report
City of Shavano Park Police Department
February 2021**

**Activity Report: 153 incidents were responded to by the Police Department.
310 total incidents were responded to by the Department for 2021.**

Criminal Calls	Feb	Calendar Year				
		2021	2020	2019	2018	2017
Alcohol Beverage Code Violations	0	0	0	0	1	0
Arrest of Wanted Persons (Outside Agency)	1	2	8	15	19	21
Assault	0	1	5	0	3	1
Burglary Building	0	1	4	5	1	3
Burglary of Habitation	0	0	0	0	5	4
Burglary Vehicle	2	7	8	8	8	13
Criminal Mischief / Reckless Damage	8	8	7	7	5	15
Criminal Mischief Mail Box	0	1	1	0	0	2
Cruelty to Animals	0	0	0	0	0	0
Deadly Conduct	0	0	0	0	0	0
D.U.I. - Minor	0	0	0	0	0	1
D.W.I. / D.U.I.	2	4	15	10	6	4
Driving while License Suspended / Invalid	0	0	0	2	4	0
Endangerment of Child	0	0	0	0	0	1
Evading Arrest	0	0	2	1	3	0
Failure to Identify	0	0	0	0	0	1
Family Violence	1	1	4	3	1	3
Fraud / Forgery / False Reports / Tamper w/ Govt. Record	1	1	8	0	2	0
Harassment / Retaliation / Terroristic Threat	0	0	3	0	0	2
M.I.P. Alcohol / Tobacco	0	0	3	0	0	0
Murder	0	0	0	0	0	0
Narcotics Violation (class B and up)	0	0	12	12	10	16
Narcotics Violation (class C)	0	1	16	14	18	43
Possession of Prohibited Weapon / Unlawful Carry	0	0	0	1	0	1
Public Intoxication	0	0	1	1	0	3
Resisting Arrest	0	0	0	0	0	1
Robbery	0	1	2	0	0	1
Sexual Assault	0	0	1	0	0	0
Solicitation of a Minor / Indecency with a Minor	0	0	0	0	1	0
Suicide	0	0	1	0	0	0
Theft	3	6	24	9	11	22
Theft of Mail	0	0	8	0	0	1
Theft of Motor Vehicle / Unauthorized Use of Motor Veh.	0	1	4	0	0	2
Total Criminal Calls Handled	18	35	137	88	98	161

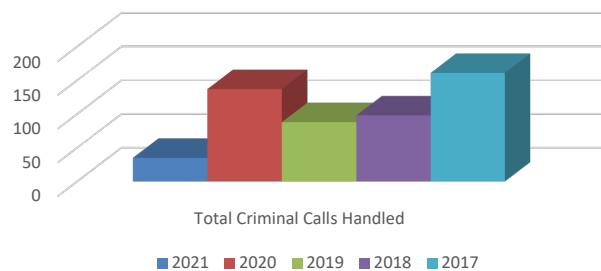
Monthly Activity Report
City of Shavano Park Police Department
February 2021

Non-Criminal Calls

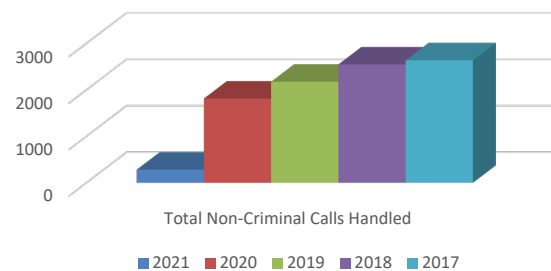
	Feb	Calendar Year				
		2021	2020	2019	2018	2017
Accidents Major (With Injuries)	2	2	2	8	7	10
Accidents Minor (Non-Injury)	6	13	36	74	69	50
Alarm Call	31	62	401	505	498	557
Animal Calls / Complaints	13	18	107	147	171	143
Assist Fire Department / EMS	31	59	373	426	444	388
Assist Other Law Enforcement Agencies	3	4	59	89	94	81
Assist the Public	3	9	80	105	77	106
City Ordinance Violations	0	4	57	34	374	420
Criminal Trespass Warning	2	5	11	10	5	7
Deceased Person / Natural / Unattended	2	3	23	15	20	17
Disturbance / Keep the Peace	5	10	71	46	59	56
Emergency Detention	1	2	12	9	4	10
Health & Safety Violations	0	0	0	0	0	0
Information Reports	3	11	127	164	213	195
Missing Person / Runaway	0	0	3	4	0	1
Recovered Property / Found Property	1	4	11	9	8	21
Suspicious Activity, Circumstances, Persons, Vehicles	11	22	154	194	214	285
Traffic Hazard	4	4	21	72	47	49
Welfare Concern	7	12	48	65	58	52
911 Hang-up Calls	17	38	217	199	185	188
Total Non-Criminal Calls Handled	142	282	1813	2175	2547	2636
Officer Initiated Contacts						
Community Policing Contacts / Crime Prevention	84	184	899	1496	2620	2630
Out of Town / Patrol-By Reports	9	16	211	430	410	480
Total Officer Initiated Contacts	93	200	1110	1926	3030	3110

There was no reported gang activity for February 2021. For 2021 there have been no reported gang activity.

Criminal Calls



Non Criminal Calls



City of Shavano Park Police Department February 2021 Breakdown

Arrest of Wanted Person

1. 5000 blk. Wiseman Blvd. - arrest on felony warrants

Burglary of Vehicle

1. 3500 blk. Paesanos Pkwy. - force, nothing taken
2. 3600 blk. Paesanos Pkwy. - force, items taken

Criminal Mischief

1. 600 blk. Cinnamon Oak - vehicle vandalized
2. 4500 blk. Lockhill-Selma Road - property damaged
3. 3500 blk. Paesanos Pkwy. - damage from vehicle burglary
4. 3600 blk. Paesanos Pkwy. - damage from vehicle burglary
5. 4600 blk. Lockhill-Selma - damage from theft
6. 3600 blk. Paesanos Pkwy. - damage from vehicle burglary
7. 3600 blk. Paesanos Pkwy. - damage from vehicle burglary
8. 3600 blk. Paesanos Pkwy. - damage from vehicle burglary

DWI

1. 3800 blk. DeZavala Road - driving under the influence
2. 3800 blk. DeZavala Road - driving under the influence

Family Violence

1. 100 blk. Fawn Drive - domestic disturbance with an assault

Fraud

1. 400 blk. Bentley Manor - identity theft

Theft

1. 200 blk. Geddington - items take from yard
2. 4600 blk. Lockhill-Selma Road - vehicle parts taken
3. 3500 blk. Paesanos Pkwy. - item taken from burglary of motor vehicle

Mileage	February	2021	2020	2019	2018	2017
Total Monthly / Annual Mileage	14542	31717	173815	146935	144563	144779

February 2021

Officer	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	Grand Total
Warnings	11	4	11	0	12	18	0	0	7	6	7	0	8	6	0	90
Citations	8	1	3	0	5	12	0	0	0	10	0	3	3	9	1	55
Cases	7	6	13	2	17	21	0	7	6	4	11	13	10	5	16	138
Activity Totals	26	11	27	2	34	51	0	7	13	20	18	16	21	20	17	283
Vehicles Stopped	13	5	13	0	14	20	0	0	7	11	6	3	6	15	1	114
Community Policing	0	29	3	0	0	6	0	0	13	7	2	0	15	0	3	78

Benavides Cantu Casares Flores Garza Harper Kelley Martinez Mendoza Nakazono Page Phelps Quintanilla Rangel Torres

Officer	P	Q	R	S	T	U	V	W	X	Y	Z	Total B
Warnings	4	0										4
Citations	3	0										3
Cases	14	1										15
Activity Totals	21	1	0	0	0	0	0	0	0	0	0	22
Vehicles Stopped	7	0										7
Community Policing	6	0										6

Villanueva Wade

Grand Total
94
58
153
305
121
84

PUBLIC WORKS DEPARTMENT
Monthly Report - FEBRUARY 2021

WATER UTILITY

- Staff winterized all well sites, as well as all exposed water valves around city hall/pavilion
- Staff increased meter size for 1 resident, and repaired 2 - damaged by 3rd party
- Staff worked hard all week long for the winter blast of 2021, crews kept the water system up 100%
- Staff continued working on repairs from the winter last, multiple leaks at well sites, and around town
- Staff assisted TCEQ inspector in obtaining water samples for the system inspection

STREETS

- Staff replaced street signs, and swapped out Oak wilt tree Timming Signs
- Staff continued crack sealing operations on the Northwest side of town
- Staff addressd several potholes around town
- Staff attended a meeting with TxDOT egarding the finacial update with NW Military

DRAINAGE

- Staff completed storm drain check and minor cleaning withing the commercial districts

FACILITIES

- Staff installed trash/ recycle receptacles, and benches along the walking trail & pavilion
- Staff prepared the facilities for the winter blast

OTHER

- PWD held mult meetings with CPS/AT&T/Charter Communications regarding utility pole replacement

Water Utility	DECEMBER	MO	FY
# of Gallons Pumped		11,158,103	
# of Gallons Pumped from Trinity		0	
Total Pumped		11,158,103	
# of Gallons Sold		9,589,000	
Water Lossed in gallons		995,603	
Flushing		573,500	
% of Loss		8.92%	
Water Revenue		\$32,796.29	
EAA Fees Collected		\$4,794.50	
Water Service Fees		\$4,907.52	
Debt Service Collected		\$15,828.58	
Late Fees		\$0.00	
Cellular Access Fees		\$8.90	
Water Used by City		175,000	
Water Cost Used by City		\$1,181.46	
# of Water Complaints		0	
# of Bill Adjustments		2	
# of Locates		21	

CITY COUNCIL STAFF SUMMARY

Meeting Date: March 22, 2021

Agenda item: 7.6.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of February 2021 Monthly Reports

X

Attachments for Reference:

- a) February 2021 Power Point Presentation
- b) February 2021 Revenue & Expenditure Report
- c) February 2021 Monthly Check Register

BACKGROUND / HISTORY: The information provided is for the FY 2020-21 budget period, month ending February 28, 2021. The “Current Budget” column contains the original adopted budget. This summary highlights a number of key points related to the current month’s activity for the General Fund and for Water Utility Fund. Staff is also prepared to present the accompanying power point briefing.

DISCUSSION:

10 - General Fund (Page 1 of Revenue and Expenditure Report)

As of February 28, 2021, General Fund revenues total \$4,381,451 or 73.17% of the budget. General Fund expenditures total \$2,701,849 or 45.12% of the budget with 5 months or 41.67% of the year complete.

Revenues (GF) (Page 2 & 3)

- Current M&O Property tax (10-599-1010) collections for the month are \$309,634. The City has received 85.69% of its annual budgeted amount to date. Collection percentage is a bit behind the same period, prior year, which was 86.92% collected.
- Sales Tax revenue received this month totaled \$68,134 based on taxable December 2020 sales reported for monthly filers, October – December 2020 sales reported by quarterly filers and 2020 sales reported by annual filers.
- Franchise Fees are paid quarterly and generally received two months after the quarter. Significant receipts this month include the CPS (electric and natural gas), Spectrum (cable) and Republic (refuse) payments.
- Permits and Licenses revenues total \$41,342 for the month, with \$36,582 in building permits and \$1,550 in platting fees.
- Court fees for the month are \$7,623, this is below the amount recognized in February 2020 of \$16,411, due to coronavirus related restrictions on official court proceedings.
- Police/Fire revenues total \$9,402 for the month and includes \$9,246 of collections from the EMS third party biller.

Expenditures (GF) (Pages 4-14)

-The Council (600) is at 37.30% spent year to date. No expenditures incurred this month.

-The Administration Department (601) is slightly ahead of budget with \$60,313 spent this month or 42.04% of the annual budget utilized to date. Computer Software/Incode (4075) includes \$1,060 for power supply replacement (parts and labor). Building maintenance (5030) includes \$2,037 for sewer line repairs at City Hall and two months of City Hall cleaning services (January and February). Non-capital Computer (8015) reflects the costs for Synology Storage and hard drives.

-The Court Department (602) expenditures for the month are \$6,485 for 44.45% of the annual budget spent year to date. The annual charges in October for Incode software in 4075 for \$4,644, as well as the full liability (3050) and property (3070) insurance contribute to the actual expenditures exceeding budget to date.

-The Public Works Department (603) expenditures for the month are \$38,380 with 66.79% of the annual budget utilized. High percentage of budget utilized is due to the transfer of the TxDOT State Infrastructure Bank (SIB) loan proceeds to the Water Capital Replacement Fund for the water line relocation as part of the TxDOT NW Military expansion project - \$462,500 in Transfer to Water Capital (9072) which occurred in November. Larger expenditures this month include \$1,400 for flood lights in Equipment maintenance & repair (5010) for storm preparedness. Note that the electric (7040) and natural gas (7041) expenditures are estimates, based on January bills – CPS has delayed the February billing process.

-The Fire Department (604) is on budget for day-to-day operations at \$118,424 for the month, 38.10% total spent year to date. Larger expenditures this month include: \$1,700 for electric door lock replacements in Building Maintenance (5030) and normal restocking in EMS Supplies (6040).

-The Police Department (605) is a bit ahead of budget for day-to-day expenses. Expenditures for the month are \$136,560 with 42.35% of the budget spent. Items this month include \$765 refund for canceled training course in Training/Education (3030), Brazos annual maintenance of \$2,068 in Computer software/Incode (4075), \$6,223 for patrol unit 519 transmission, numerous gaskets, serpentine belt, and transaxle assembly replacement in Vehicle Maintenance (5020).

-The Development Services Department (607) reflects the Professional Services paid for engineering, outside permit inspection, sanitary, and health inspection services with total expenses of \$5,183 or 40.91% of the annual budgeted amount.

20-WATER FUND

As of February 28, 2021, the Water Fund total revenues are \$515,369 or 46.75% of the total annual budgeted amount. Water Fund (Water department & Debt Service) expenses total \$556,196 or 50.45% of adopted budget.

Revenues (Water)

-Water consumption (5015) billed in February for the month of January is \$34,328, 46.54% of annual budget recognized to date. This is \$8,766 more 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 41.59% and 41.64% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$4,702 was recorded for the month and 46.64% of the annual budgeted amount has been recognized to date.

-Transfer in from Capital Replacement Fund to offset expense in Meter Replacement (8087), up to the approved budget amount.

Expenses (Water)

Water department (606) expenses for the day-to-day operations are above budget with a total of \$93,860 this month, 44.24% of the annual budget utilized. Expenses include \$1,096 Beacon annual maintenance in Computer software/Incode (4075), \$1,860 for well #6 pump repairs in Well Site # 6 – Muni Tract (6066), \$1,837 for generator rental and \$1,650 for Bill Rhodes assistance during Winter Storm Uri in Well Site #7 (6067), \$1,976 for replacement alternator and \$1,650 for Bill Rhodes assistance during Winter Storm Uri in Well Site #8 (6068), \$2,339 for the annual maintenance contract in SCADA System Maintenance (6070), replenish stock used, including \$1,065 for backflow enclosures in Water System Maintenance (6072), Water Meter Replacement (8087) includes the cost of 100 ¾” meters and 20 1” meters.

Debt service payments, principal of \$114,183 and interest of \$36,568, were made as scheduled this month. Interest only payments of \$35,273 are scheduled for August.

PAYROLL

The City is on a bi-weekly payroll; there have been 11 pay periods out of 26 so approximately 42.31% should be expensed in the line items directly related to salaries. Workers Comp Insurance (1037), expensed quarterly, is at 25.11% with the next expense recognition at the end of March. TMRS (1040) expenditures for departments are at approximately 41.01%, below expected, but in line with the related salaries and overtime. Health insurance related line items are at approximately 39.80%, when 41.67% is expected but also reasonable considering the position vacancies to date. Note that most of the payroll affect of Winter Storm Uri (overtime paid out) will be seen in March, due to when the storm occurred related to the timing of the applicable pay period.

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

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A



Monthly Financial Report

(February 28, 2021)

**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	February 28, 2021
General Fund (10)	\$ 3,900,188
Water Fund (20)	1,067,642
Debt Service Fund (30)	126,897
Crime Control District Fund (40)	287,384
PEG Funds (42)	113,927
Oak Wilt Fund (45)	93,299
Street Maintenance Fund (48)	638,467
Court Security/Technology (50)	59,335
Child Safety Fund (52)	3,468
LEOSE Fund (53)	28
GF Capital Replacement Fund (70)	1,416,942
Pet Documentation and Rescue Fund (75)	477
Total Cash & Investments **	\$ 7,708,054

***Total cash and investments represents all Funds per general ledger, not cash at bank.**

**** 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		February 28, 2021
OPERATING BANK ACCOUNTS		
Frost Bank	\$	2,222,170
SAVINGS & BANK ACCOUNTS		
Frost Bank		2,196,067
POOLS		
Tex Star	\$ 2,304,018	
Texpool	211,679	
SUBTOTAL - POOLS		2,515,697
CERTIFICATES OF DEPOSIT		
Security Service Credit Union	\$ 259,602	
United SA Credit Union	258,668	
Generation Credit Union	255,850	
SUBTOTAL - CERTIFICATES OF DEPOSIT		774,120
Total Cash & Investments **	\$	7,708,054

***Total cash and investments represents holdings in all Funds.**

**** 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 through February 2021 are \$3,126,218 and are ahead of budget at 85.69%.
- February 2021 Sales Tax revenue was \$68,134.

(Collections are for Dec 2020 sales from monthly filers, Oct – Dec 2020 sales from quarterly filers and 2020 sales from annual filers)

- Building Permits and Licenses revenue for the month was \$41,342 with \$36,582 collected in building permit fees and \$1,550 in platting fees.

- Major Projects/Improvements in FY 2020-21

Purchase 9 sets of bunker gear	\$	21,200	\$	22,956	\$	(1,756)	Completed
Add counter/sink to pavilion	\$	5,000	\$	-	\$	5,000	Not started
Transfer of SIB loan for water line relocation	\$	462,500	\$	462,500	\$	-	Completed

Unassigned General Fund fund balance at September 30, 2020 = \$2,360,465 (Audited)

Unassigned General Fund fund balance at September 30, 2019 = \$2,676,488 (Audited)

10 - General Fund Revenues

Together We Can!



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % BUDGET COLLECTED
CURRENT PROPERTY TAXES	\$ 3,648,157	\$ 309,634	\$ 3,126,218	85.69%
DEL. TAXES & PENALTIES	39,413	1,230	13,117	33.28%
SALES TAX	520,000	68,134	252,574	48.57%
MIXED BEVERAGE	20,000	2,041	10,225	51.13%
FRANCHISE REVENUES	461,200	101,222	216,257	46.89%
PERMITS & LICENSES	388,000	41,342	159,828	41.19%
COURT FEES	147,500	7,623	34,492	23.38%
POLICE/FIRE REVENUES	167,800	9,402	64,767	38.60%
MISC/INTEREST/GRANTS	565,763	6,741	503,973	89.08%
TRANSFERS IN/FUND BAL.	30,550	-	-	0.00%
TOTAL REVENUES	\$ 5,988,383	\$ 547,369	\$ 4,381,451	73.17%

10- General Fund Expenditures

Together We Can!



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % BUDGET SPENT
CITY COUNCIL	\$ 35,158	\$ -	\$ 13,114	37.30%
ADMINISTRATION	937,192	60,313	393,949	42.04%
COURT	91,238	6,485	40,556	44.45%
PUBLIC WORKS	1,034,878	38,380	691,211	66.79%
FIRE DEPARTMENT	1,957,238	118,424	745,655	38.10%
POLICE DEPARTMENT	1,848,629	136,560	782,977	42.35%
DEVELOPMENT SERVICES	84,050	5,183	34,387	40.91%
TOTAL EXPENDITURES	\$ 5,988,383	\$ 365,345	\$ 2,701,849	45.12%
REVENUES OVER/(UNDER) EXPENDITURES	\$ -	\$ 182,024	\$ 1,679,602	

Expenditures total \$2,701,849 through February 2021 or 45.12% of budget spent with 41.67% of budget complete (5 months).

20 - Water Fund Overview



Together We Can!

- Total revenues through February are \$515,369 for a total 46.75% of budget, including transfers in.
- Water consumption revenue for February 2021 (actual January 2021 use) is higher in comparison to the same period, prior year by \$8,766.
- Final pumped, consumption and loss percentage numbers are still being calculated.
- Water Department expenses are just a bit above budget thru the month of February at \$405,246 with a total of 44.24% of the budget spent with 41.67% of year complete.
- Debt Service payments, principal and interest, were made as scheduled.
- Major Projects/Improvements in FY 2020-21:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
Water meter replacement	\$ 58,000	\$ 60,357	\$ (2,357)	Completed
Replace spider water lines in one cul de sac	\$ 28,700	\$ -	\$ 28,700	Not started
Determine viability Well #1 & place in service	\$ 23,500	\$ -	\$ 23,500	Not started

20 - Utility Fund Revenues & Expenses

Together We Can!



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
				<u>COLLECTED</u>
WATER CONSUMPTION	\$ 623,000	\$ 34,328	\$ 289,970	46.54%
DEBT SERVICE	189,900	15,806	78,985	41.59%
WATER SERVICE FEE	58,800	4,902	24,486	41.64%
EAA PASS THRU CHARGE	82,700	4,702	38,574	46.64%
MISC/INTEREST/GRANTS	66,600	3,403	25,354	38.07%
TRANSFERS IN	81,500	33,076	58,000	71.17%
TOTAL REVENUES	\$ 1,102,500	\$ 96,217	\$ 515,369	46.75%
				<u>SPENT</u>
WATER DEPARTMENT	\$ 916,076	93,860	405,246	44.24%
DEBT SERVICE	186,424	150,950	150,950	80.97%
TOTAL EXPENSES	\$ 1,102,500	\$ 244,810	\$ 556,196	50.45%
REVENUES OVER/(UNDER) EXPENSES	\$ -	\$ (148,593)	\$ (40,827)	

Special Revenue Funds

Together We Can!



40- Crime Control Prevention District

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2209-21 % OF BUDGET
BEGINNING FUND BALANCE	\$ 643,714	\$ 299,680	\$ 643,714	
Crime Control Sales Tax	\$ 130,000	\$ 16,938	\$ 62,949	COLLECTED 48.42%
Interest/Misc.	-	2	16	#DIV/0!
TOTAL REVENUES	\$ 130,000	\$ 16,940	\$ 62,965	48.43%
Fire Expenditures	\$ 3,125	\$ -	\$ 649	SPENT 20.77%
Police Expenditures	465,752	5,686	395,096	84.83%
TOTAL EXPENDITURES	\$ 468,877	\$ 5,686	\$ 395,745	84.40%
REVENUES OVER/(UNDER) EXPENDITURES	\$ (338,877)	\$ 11,254	\$ (332,780)	
PROJECTED ENDING FUND BALANCE	\$ 304,837	\$ 310,934	\$ 310,934	

Special Revenue Funds



Together We Can!

40 – Crime Control Prevention District

- Supported by dedicated sales tax and interest income on invested balances.
- Major Projects/Improvements in FY 2020-21:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
National Night Out	\$ 6,000	\$ 1,120	\$ 4,880	In process
24 handheld radios	\$ 162,412	\$ 162,412	\$ -	Completed
Replace two patrol vehicles	\$ 152,000	\$ 146,752	\$ 5,248	In process
Replace CID vehicle	\$ 46,000	\$ 43,862	\$ 2,138	In process
Emergency power system	\$ 37,500	\$ -	\$ 37,500	Planning
Mobile protection gear	\$ 42,000	\$ 39,240	\$ 2,760	In process
Tasers	\$ 9,265	\$ 624	\$ 8,641	In process

Special Revenue Funds

Together We Can!



42- PEG Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
BEGINNING FUND BALANCE	\$ 109,730	\$ 114,583	\$ 109,730	
Franchise Fee- PEG	\$ 16,500	\$ 3,379	\$ 8,228	COLLECTED 49.87%
Misc/Interest	-	1	5	#DIV/0!
TOTAL REVENUES	\$ 16,500	\$ 3,380	\$ 8,233	49.90%
PEG Expenditures	800	-	-	SPENT 0.00%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 15,700	\$ 3,380	\$ 8,233	
PROJECTED ENDING FUND BALANCE	\$ 125,430	\$ 117,963	\$ 117,963	

Special Revenue Funds

Together We Can!



45- Oak Wilt Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
BEGINNING FUND BALANCE	\$ 91,962	\$ 93,159	\$ 91,962	
Tree Trimming Permits Revenue	\$ 13,000	\$ 140	\$ 4,095	<u>COLLECTED</u> 31.50%
Oak Wilt Expenditures	<u>500</u>	<u>-</u>	<u>2,758</u>	<u>SPENT</u> 551.60%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 12,500	\$ 140	\$ 1,337	
PROJECTED ENDING FUND BALANCE	<u><u>\$ 104,462</u></u>	<u><u>\$ 93,299</u></u>	<u><u>\$ 93,299</u></u>	

Special Revenue Funds

Together We Can!



48- Street Maintenance Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
BEGINNING FUND BALANCE	\$ 599,008	\$ 645,117	\$ 599,008	
Sales Tax Revenues	\$ 130,000	\$ 17,033	\$ 63,142	COLLECTED 48.57%
Materials/Supplies	\$ 50,000	\$ -	\$ -	SPENT 0.00%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 80,000	\$ 17,033	\$ 63,142	
PROJECTED ENDING FUND BALANCE	\$ 679,008	\$ 662,150	\$ 662,150	

Governmental Fund



Together We Can!

70- Capital Replacement Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 FEBRUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
BEGINNING FUND BALANCE	<u>\$ 1,899,537</u>	<u>\$ 1,370,737</u>	<u>\$ 1,899,537</u>	
Interest Income	\$ 1,000	\$ 10	\$ 63	COLLECTED 6.30%
Transfers In - General Fund	<u>306,590</u>	<u>-</u>	<u>-</u>	0.00%
TOTAL REVENUES	<u>\$ 307,590</u>	<u>\$ 10</u>	<u>\$ 63</u>	0.02%
Administration	\$ 49,455	\$ -	\$ -	0.00%
Public Works	21,000	-	6,288	29.94%
Drainage	450,044	(984)	383,095	85.12%
Fire	<u>138,486</u>	<u>-</u>	<u>138,486</u>	100.00%
TOTAL EXPENDITURES	<u>\$ 658,985</u>	<u>\$ (984)</u>	<u>\$ 527,869</u>	80.10%
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ (351,395)</u>	<u>\$ 994</u>	<u>\$ (527,806)</u>	
PROJECTED ENDING FUND BALANCE	<u><u>\$ 1,548,142</u></u>	<u><u>\$ 1,371,731</u></u>	<u><u>\$ 1,371,731</u></u>	



70 – Capital Replacement Fund Overview

- Supported via budgeted transfers from the General Fund and interest earnings on invested balances.
- Major Projects/Improvements in FY 2020-21:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
City Hall emergency power system	\$ 37,500	\$ -	\$ 37,500	Planning
City Hall HVAC replacement	\$ 9,000	\$ -	\$ 9,000	Not started
Public Works UTV	\$ 13,500	\$ -	\$ 13,500	Planning
Equipment trailer	\$ 7,500	\$ 6,288	\$ 1,212	In process
Drainage projects	\$ 450,044	\$ 383,095	\$ 66,949	In process
Fire - replace 18 handheld radios	\$ 138,486	\$ 138,486	\$ -	Completed



Questions

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>5,988,383.00</u>	<u>547,368.65</u>	<u>4,381,450.71</u>	<u>1,606,932.29</u>	<u>73.17</u>
TOTAL REVENUES	<u>5,988,383.00</u> =====	<u>547,368.65</u> =====	<u>4,381,450.71</u> =====	<u>1,606,932.29</u> =====	<u>73.17</u> =====
<u>EXPENDITURE SUMMARY</u>					
CITY COUNCIL	35,158.00	0.00	13,113.73	22,044.27	37.30
ADMINISTRATION	937,192.00	60,313.34	393,949.48	543,242.52	42.04
COURT	91,238.00	6,485.37	40,556.23	50,681.77	44.45
PUBLIC WORKS	1,034,878.00	38,379.52	691,210.54	343,667.46	66.79
FIRE DEPARTMENT	1,957,238.00	118,424.03	745,654.56	1,211,583.44	38.10
POLICE DEPARTMENT	1,848,629.00	136,559.80	782,977.06	1,065,651.94	42.35
DEVELOPMENT SERVICES	<u>84,050.00</u>	<u>5,183.00</u>	<u>34,387.48</u>	<u>49,662.52</u>	<u>40.91</u>
TOTAL EXPENDITURES	<u>5,988,383.00</u> =====	<u>365,345.06</u> =====	<u>2,701,849.08</u> =====	<u>3,286,533.92</u> =====	<u>45.12</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	182,023.59	1,679,601.63	(1,679,601.63)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
10-599-1010 CURRENT ADVALOREM TAXES	3,648,157.00	309,634.33	3,126,218.11	521,938.89	85.69
10-599-1020 DELINQUENT ADVALOREM TAXES	24,413.00	(1,358.22)	9,697.26	14,715.74	39.72
10-599-1030 PENALTY & INTEREST REVENUE	15,000.00	2,588.37	3,420.28	11,579.72	22.80
10-599-1040 MUNICIPAL SALES TAX	520,000.00	68,133.92	252,573.76	267,426.24	48.57
10-599-1060 MIXED BEVERAGE TAX	<u>20,000.00</u>	<u>2,040.52</u>	<u>10,224.63</u>	<u>9,775.37</u>	<u>51.12</u>
TOTAL TAXES	4,227,570.00	381,038.92	3,402,134.04	825,435.96	80.47
<u>FRANCHISE REVENUES</u>					
10-599-2020 FRANCHISE FEES - ELECTRIC	315,000.00	59,013.36	141,841.21	173,158.79	45.03
10-599-2022 FRANCHISE FEES - GAS	31,000.00	13,590.34	17,302.93	13,697.07	55.82
10-599-2024 FRANCHISE FEES - CABLE	66,000.00	16,873.32	33,081.86	32,918.14	50.12
10-599-2026 FRANCHISE FEES - PHONE	14,200.00	2,749.38	5,736.70	8,463.30	40.40
10-599-2028 FRANCHISE FEES - REFUSE	<u>35,000.00</u>	<u>8,995.66</u>	<u>18,294.03</u>	<u>16,705.97</u>	<u>52.27</u>
TOTAL FRANCHISE REVENUES	461,200.00	101,222.06	216,256.73	244,943.27	46.89
<u>PERMITS & LICENSES</u>					
10-599-3010 BUILDING PERMITS	310,000.00	36,582.02	141,634.40	168,365.60	45.69
10-599-3012 PLAN REVIEW FEES	40,000.00	1,200.00	6,698.62	33,301.38	16.75
10-599-3018 CERT OF OCCUPANCY PERMITS	6,000.00	200.00	1,100.00	4,900.00	18.33
10-599-3020 PLATTING FEES	2,000.00	1,550.00	1,925.00	75.00	96.25
10-599-3025 VARIANCE/RE-ZONE FEES	2,000.00	0.00	0.00	2,000.00	0.00
10-599-3040 CONTRACTORS' LICENSES	9,000.00	660.00	3,610.00	5,390.00	40.11
10-599-3045 INSPECTION FEES	7,000.00	250.00	1,600.00	5,400.00	22.86
10-599-3048 COMMERCIAL SIGN PERMITS	1,500.00	400.00	500.00	1,000.00	33.33
10-599-3050 GARAGE SALE & OTHER PERMITS	1,500.00	0.00	60.00	1,440.00	4.00
10-599-3055 HEALTH INSPECTIONS	4,000.00	500.00	2,700.00	1,300.00	67.50
10-599-3060 DEVELOPMENT FEES	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL PERMITS & LICENSES	388,000.00	41,342.02	159,828.02	228,171.98	41.19
<u>COURT FEES</u>					
10-599-4010 MUNICIPAL COURT FINES	120,000.00	6,752.78	29,729.16	90,270.84	24.77
10-599-4021 ARREST FEES	4,000.00	212.50	919.74	3,080.26	22.99
10-599-4028 STATE COURT COST ALLOCATION	5,000.00	0.00	0.00	5,000.00	0.00
10-599-4030 WARRANT FEES	18,000.00	650.00	3,800.00	14,200.00	21.11
10-599-4036 JUDICIAL FEE - CITY	<u>500.00</u>	<u>7.54</u>	<u>43.23</u>	<u>456.77</u>	<u>8.65</u>
TOTAL COURT FEES	147,500.00	7,622.82	34,492.13	113,007.87	23.38
<u>POLICE/FIRE REVENUES</u>					
10-599-6010 POLICE REPORT REVENUE	300.00	6.20	31.90	268.10	10.63
10-599-6020 POLICE DEPT - UNCLAIMED FUN	0.00	0.00	924.00	(924.00)	0.00
10-599-6030 POLICE DEPT. REVENUE	2,500.00	0.00	0.00	2,500.00	0.00
10-599-6060 EMS FEES	165,000.00	9,396.02	63,192.17	101,807.83	38.30
10-599-6065 CARES ACT PROVIDER RELIEF	<u>0.00</u>	<u>0.00</u>	<u>619.03</u>	<u>(619.03)</u>	<u>0.00</u>
TOTAL POLICE/FIRE REVENUES	167,800.00	9,402.22	64,767.10	103,032.90	38.60

10 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MISC./GRANTS/INTEREST</u>					
10-599-7000 INTEREST INCOME	10,014.00	188.96	2,204.45	7,809.55	22.01
10-599-7025 US DOJ VEST GRANT	4,000.00	0.00	0.00	4,000.00	0.00
10-599-7030 FORESTRY SERVICE GRANT	10,000.00	2,250.00	2,250.00	7,750.00	22.50
10-599-7040 PUBLIC RECORDS REVENUE	50.00	0.00	0.00	50.00	0.00
10-599-7050 ADMINISTRATIVE INCOME	16,264.00	1,021.52	5,482.50	10,781.50	33.71
10-599-7055 BEXAR COUNTY ELECTION	500.00	0.00	1,273.61 (773.61)	254.72
10-599-7060 CC SERVICE FEES	4,500.00	685.37	2,407.40	2,092.60	53.50
10-599-7070 RECYCLING REVENUE	4,000.00	359.60	1,510.30	2,489.70	37.76
10-599-7075 SITE LEASE/LICENSE FEES	26,935.00	2,217.16	11,485.80	15,449.20	42.64
10-599-7086 DONATIONS- ADMINISTRATION	4,500.00	0.00	0.00	4,500.00	0.00
10-599-7090 SALE OF CITY ASSETS	22,500.00	18.00	14,858.63	7,641.37	66.04
10-599-7099 PROCEEDS OF DEBT ISSUANCE	<u>462,500.00</u>	<u>0.00</u>	<u>462,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MISC./GRANTS/INTEREST	565,763.00	6,740.61	503,972.69	61,790.31	89.08
<u>TRANSFERS IN</u>					
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	<u>8,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,500.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	30,550.00	0.00	0.00	30,550.00	0.00
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TOTAL NON-DEPARTMENTAL	5,988,383.00	547,368.65	4,381,450.71	1,606,932.29	73.17
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TOTAL REVENUES	5,988,383.00	547,368.65	4,381,450.71	1,606,932.29	73.17
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CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
CITY COUNCIL

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SUPPLIES</u>					
10-600-2020 GENERAL OFFICE SUPPLIES	300.00	0.00	0.00	300.00	0.00
10-600-2035 COUNCIL/EMPLOYEE APPRECIATI	900.00	0.00	231.90	668.10	25.77
10-600-2037 CITY SPONSORED EVENTS	24,000.00	0.00	3,623.98	20,376.02	15.10
10-600-2040 MEETING SUPPLIES	900.00	0.00	182.78	717.22	20.31
10-600-2080 UNIFORMS	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL SUPPLIES	26,200.00	0.00	4,038.66	22,161.34	15.41
<u>SERVICES</u>					
10-600-3018 CITY WIDE CLEAN UP	1,400.00	0.00	700.00	700.00	50.00
10-600-3020 ASSOCIATION DUES & PUBS	1,758.00	0.00	0.00	1,758.00	0.00
10-600-3030 TRAINING/EDUCATION	1,800.00	0.00	0.00	1,800.00	0.00
10-600-3040 TRAVEL/LODGING/MEALS	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL SERVICES	5,458.00	0.00	700.00	4,758.00	12.83
<u>CONTRACTUAL</u>					
10-600-4088 ELECTION SERVICES	<u>3,000.00</u>	<u>0.00</u>	<u>8,352.09</u>	(<u>5,352.09</u>)	<u>278.40</u>
TOTAL CONTRACTUAL	3,000.00	0.00	8,352.09	(5,352.09)	278.40
<u>CAPITAL OUTLAY</u>					
10-600-8015 NON-CAPITAL-COMPUTER EQUIPM	<u>500.00</u>	<u>0.00</u>	<u>22.98</u>	<u>477.02</u>	<u>4.60</u>
TOTAL CAPITAL OUTLAY	500.00	0.00	22.98	477.02	4.60
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TOTAL CITY COUNCIL	35,158.00	0.00	13,113.73	22,044.27	37.30

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
ADMINISTRATION

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-601-1010 SALARIES	487,200.00	35,340.52	195,735.79	291,464.21	40.18
10-601-1015 OVERTIME	500.00	0.00	0.00	500.00	0.00
10-601-1020 MEDICARE	7,166.00	492.89	2,772.79	4,393.21	38.69
10-601-1025 TWC (SUI)	1,080.00	0.00	0.00	1,080.00	0.00
10-601-1030 HEALTH INSURANCE	36,360.00	2,727.00	13,636.50	22,723.50	37.50
10-601-1031 HSA	222.00	9.25	61.05	160.95	27.50
10-601-1033 DENTAL INSURANCE	2,720.00	217.70	1,066.46	1,653.54	39.21
10-601-1035 VISION CARE INSURANCE	528.00	37.18	185.90	342.10	35.21
10-601-1036 LIFE INSURANCE	422.00	32.18	160.88	261.12	38.12
10-601-1037 WORKERS' COMP INSURANCE	1,151.00	0.00	287.75	863.25	25.00
10-601-1040 TMRS RETIREMENT	68,937.00	5,011.81	27,758.00	41,179.00	40.27
10-601-1070 SPECIAL ALLOWANCES	<u>6,975.00</u>	<u>586.56</u>	<u>3,247.22</u>	<u>3,727.78</u>	<u>46.56</u>
TOTAL PERSONNEL	613,261.00	44,455.09	244,912.34	368,348.66	39.94
<u>SUPPLIES</u>					
10-601-2020 GENERAL OFFICE SUPPLIES	6,800.00 (63.49)	2,951.98	3,848.02	43.41
10-601-2025 BENEFITS CITYWIDE	1,000.00	0.00	1,050.00 (50.00)	105.00
10-601-2030 POSTAGE/METER RENTAL	12,520.00	1,275.75	4,869.69	7,650.31	38.90
10-601-2035 EMPLOYEE APPRECIATION	1,240.00	39.32	520.32	719.68	41.96
10-601-2050 PRINTING & COPYING	1,250.00	0.00	490.20	759.80	39.22
10-601-2060 MED EXAMS/SCREENING/TESTING	1,000.00	87.49	665.22	334.78	66.52
10-601-2070 JANITORIAL SUPPLIES	<u>1,250.00</u>	<u>53.40</u>	<u>629.50</u>	<u>620.50</u>	<u>50.36</u>
TOTAL SUPPLIES	25,060.00	1,392.47	11,176.91	13,883.09	44.60
<u>SERVICES</u>					
10-601-3010 ADVERTISING EXPENSE	4,000.00	0.00	416.25	3,583.75	10.41
10-601-3013 PROFESSIONAL SERVICES	3,950.00	0.00	171.49	3,778.51	4.34
10-601-3015 PROF. SERVICES-LEGAL	54,000.00	1,895.00	10,284.31	43,715.69	19.05
10-601-3016 CODIFICATION EXPENSE	4,000.00	0.00	1,150.00	2,850.00	28.75
10-601-3020 ASSOCIATION DUES & PUBLICAT	4,100.00	0.00	2,483.90	1,616.10	60.58
10-601-3030 TRAINING/EDUCATION	4,500.00	0.00	500.00	4,000.00	11.11
10-601-3040 TRAVEL/MILEAGE/LODGING/PERD	3,000.00	0.00	0.00	3,000.00	0.00
10-601-3050 LIABILITY INSURANCE	11,800.00	0.00	10,011.28	1,788.72	84.84
10-601-3070 PROPERTY INSURANCE	1,150.00	0.00	1,237.95 (87.95)	107.65
10-601-3075 BANK/CREDIT CARD FEES	3,200.00	369.22	2,512.36	687.64	78.51
10-601-3085 WEBSITE TECHNOLGY	2,500.00	0.00	2,200.00	300.00	88.00
10-601-3087 CITIZENS COMMUNICATION/EDUC	<u>7,900.00</u>	<u>0.00</u>	<u>336.00</u>	<u>7,564.00</u>	<u>4.25</u>
TOTAL SERVICES	104,100.00	2,264.22	31,303.54	72,796.46	30.07
<u>CONTRACTUAL</u>					
10-601-4050 DOCUMENT STORAGE/ARCHIVES	3,000.00	200.00	1,104.00	1,896.00	36.80
10-601-4060 IT SERVICES	45,300.00	4,132.28	19,767.65	25,532.35	43.64
10-601-4075 COMPUTER SOFTWARE/INCODE	11,471.00	0.00	10,712.22	758.78	93.39
10-601-4083 AUDIT SERVICES	16,450.00	0.00	14,805.00	1,645.00	90.00
10-601-4084 BEXAR COUNTY APPRAISAL DIST	16,500.00	0.00	4,126.00	12,374.00	25.01
10-601-4085 BEXAR COUNTY TAX ASSESSOR	3,600.00	0.00	3,457.36	142.64	96.04
10-601-4086 CONTRACT LABOR	<u>0.00</u>	<u>0.00</u>	<u>18,430.58 (</u>	<u>18,430.58)</u>	<u>0.00</u>
TOTAL CONTRACTUAL	96,321.00	4,332.28	72,402.81	23,918.19	75.17

10 -GENERAL FUND
ADMINISTRATION

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
10-601-5005 EQUIPMENT LEASES	3,700.00	195.24	1,200.13	2,499.87	32.44
10-601-5010 EQUIPMENT MAINT & REPAIR	300.00	0.00	0.00	300.00	0.00
10-601-5015 ELECTRONIC EQPT MAINT	300.00	0.00	0.00	300.00	0.00
10-601-5030 BUILDING MAINTENANCE	<u>29,525.00</u>	<u>5,058.34</u>	<u>16,118.55</u>	<u>13,406.45</u>	<u>54.59</u>
TOTAL MAINTENANCE	33,825.00	5,253.58	17,318.68	16,506.32	51.20
<u>UTILITIES</u>					
10-601-7042 UTILITIES - PHONE/CELL/VOIP	<u>17,000.00</u>	<u>1,524.35</u>	<u>7,617.11</u>	<u>9,382.89</u>	<u>44.81</u>
TOTAL UTILITIES	17,000.00	1,524.35	7,617.11	9,382.89	44.81
<u>CAPITAL OUTLAY</u>					
10-601-8015 NON-CAPITAL-COMPUTER	3,500.00	1,091.35	3,245.90	254.10	92.74
10-601-8025 NON-CAPITAL-OFFICE FURNITUR	200.00	0.00	0.00	200.00	0.00
10-601-8026 NON-CAPITAL - FURNITURE	1,000.00	0.00	0.00	1,000.00	0.00
10-601-8080 CAPITAL - IMPROVEMENTS	<u>5,000.00</u>	<u>0.00</u>	<u>5,972.19</u>	<u>(972.19)</u>	<u>119.44</u>
TOTAL CAPITAL OUTLAY	9,700.00	1,091.35	9,218.09	481.91	95.03
<u>INTERFUND TRANSFERS</u>					
10-601-9010 TRANSFERS/CAPITAL REPLACEME	<u>37,925.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,925.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	37,925.00	0.00	0.00	37,925.00	0.00
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TOTAL ADMINISTRATION	937,192.00	60,313.34	393,949.48	543,242.52	42.04

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
COURT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-602-1010 SALARIES	53,115.00	4,086.40	22,425.60	30,689.40	42.22
10-602-1020 MEDICARE	788.00	60.60	332.58	455.42	42.21
10-602-1025 TWC (SUI)	180.00	0.00	0.00	180.00	0.00
10-602-1036 LIFE INSURANCE	70.00	5.85	29.25	40.75	41.79
10-602-1037 WORKERS' COMP INSURANCE	127.00	0.00	32.51	94.49	25.60
10-602-1040 TMRS RETIREMENT	7,580.00	582.92	3,199.15	4,380.85	42.21
10-602-1070 SPECIAL ALLOWANCES	<u>1,200.00</u>	<u>92.30</u>	<u>507.65</u>	<u>692.35</u>	<u>42.30</u>
TOTAL PERSONNEL	63,060.00	4,828.07	26,526.74	36,533.26	42.07
<u>SUPPLIES</u>					
10-602-2020 OFFICE SUPPLIES	500.00	176.62	176.62	323.38	35.32
10-602-2050 PRINTING & COPYING	850.00	0.00	0.00	850.00	0.00
10-602-2091 SAFETY SUPPLIES	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>	<u>0.00</u>
TOTAL SUPPLIES	1,600.00	176.62	176.62	1,423.38	11.04
<u>SERVICES</u>					
10-602-3015 JUDGE/PROSECUTOR	15,600.00	1,300.00	7,800.00	7,800.00	50.00
10-602-3020 ASSOCIATION DUES & PUBS	150.00	0.00	75.00	75.00	50.00
10-602-3030 TRAINING/EDUCATION	1,000.00	0.00	100.00	900.00	10.00
10-602-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	0.00	0.00	1,500.00	0.00
10-602-3050 LIABILITY INSURANCE	105.00	0.00	113.03 (8.03)	107.65
10-602-3070 PROPERTY INSURANCE	53.00	0.00	57.05 (4.05)	107.64
10-602-3075 BANK/CREDIT CARD FEES	<u>1,600.00</u>	<u>25.45</u>	<u>292.24</u>	<u>1,307.76</u>	<u>18.27</u>
TOTAL SERVICES	20,008.00	1,325.45	8,437.32	11,570.68	42.17
<u>CONTRACTUAL</u>					
10-602-4075 COMPUTER SOFTWARE/INCODE	<u>4,746.00</u>	<u>0.00</u>	<u>4,643.65</u>	<u>102.35</u>	<u>97.84</u>
TOTAL CONTRACTUAL	4,746.00	0.00	4,643.65	102.35	97.84
<u>UTILITIES</u>					
10-602-7042 UTILITIES - PHONE/CELL/VOIP	<u>1,824.00</u>	<u>155.23</u>	<u>771.90</u>	<u>1,052.10</u>	<u>42.32</u>
TOTAL UTILITIES	1,824.00	155.23	771.90	1,052.10	42.32
<u>CAPITAL OUTLAY</u>					
TOTAL COURT	91,238.00	6,485.37	40,556.23	50,681.77	44.45

10 -GENERAL FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-603-1010 SALARIES	215,107.00	16,999.25	90,892.70	124,214.30	42.25
10-603-1015 OVERTIME	7,000.00	984.74	3,450.65	3,549.35	49.30
10-603-1020 MEDICARE	3,580.00	262.85	1,389.08	2,190.92	38.80
10-603-1025 TWC (SUI)	720.00	0.00	0.00	720.00	0.00
10-603-1030 HEALTH INSURANCE	29,088.00	2,575.50	12,271.50	16,816.50	42.19
10-603-1031 HSA	178.00	15.72	74.92	103.08	42.09
10-603-1033 DENTAL INSURANCE	1,706.00	144.21	684.45	1,021.55	40.12
10-603-1035 VISION CARE INSURANCE	365.00	32.11	153.79	211.21	42.13
10-603-1036 LIFE INSURANCE	281.00	23.89	113.61	167.39	40.43
10-603-1037 WORKERS' COMP INSURANCE	5,166.00	0.00	1,314.18	3,851.82	25.44
10-603-1040 TMRS RETIREMENT	34,440.00	2,598.97	13,713.66	20,726.34	39.82
10-603-1070 SPECIAL ALLOWANCES	<u>7,200.00</u>	<u>657.72</u>	<u>3,997.30</u>	<u>3,202.70</u>	<u>55.52</u>
TOTAL PERSONNEL	304,831.00	24,294.96	128,055.84	176,775.16	42.01
<u>SUPPLIES</u>					
10-603-2020 OFFICE SUPPLIES	1,000.00	0.00	695.10	304.90	69.51
10-603-2035 EMPLOYEE APPRECIATION	320.00	39.32	117.80	202.20	36.81
10-603-2050 PRINTING & COPYING	175.00	0.00	144.70	30.30	82.69
10-603-2060 MEDICAL EXAMS/SCREENING/TES	200.00	0.00	0.00	200.00	0.00
10-603-2070 JANITORIAL SUPPLIES	3,000.00	120.13	1,486.60	1,513.40	49.55
10-603-2080 UNIFORMS	2,200.00	0.00	497.51	1,702.49	22.61
10-603-2090 SMALL TOOLS	3,500.00	97.94	2,104.57	1,395.43	60.13
10-603-2091 SAFETY GEAR	<u>1,000.00</u>	<u>98.67</u>	<u>867.66</u>	<u>132.34</u>	<u>86.77</u>
TOTAL SUPPLIES	11,395.00	356.06	5,913.94	5,481.06	51.90
<u>SERVICES</u>					
10-603-3012 PROFESSIONAL - ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00
10-603-3013 PROFESSIONAL SERVICES	15,000.00	552.58	9,862.90	5,137.10	65.75
10-603-3014 PROF SERV - CH & MONUMENTS	20,000.00	1,064.16	1,430.97	18,569.03	7.15
10-603-3020 ASSOCIATION DUES & PUBS	300.00	0.00	0.00	300.00	0.00
10-603-3030 TRAINING/EDUCATION	300.00	0.00	0.00	300.00	0.00
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD	250.00	145.64	145.64	104.36	58.26
10-603-3050 LIABILITY INSURANCE	3,750.00	0.00	4,106.56	(356.56)	109.51
10-603-3060 UNIFORM SERVICE	2,000.00	408.97	1,437.19	562.81	71.86
10-603-3070 PROPERTY INSURANCE	<u>1,825.00</u>	<u>0.00</u>	<u>1,964.58</u>	<u>(139.58)</u>	<u>107.65</u>
TOTAL SERVICES	48,425.00	2,171.35	18,947.84	29,477.16	39.13
<u>CONTRACTUAL</u>					
10-603-4075 COMPUTER SOFTWARE	<u>1,180.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,180.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL	1,180.00	0.00	0.00	1,180.00	0.00
<u>MAINTENANCE</u>					
10-603-5005 EQUIPMENT LEASES	3,000.00	0.00	300.00	2,700.00	10.00
10-603-5010 EQUIPMENT MAINT & REPAIR	12,000.00	1,481.54	8,884.78	3,115.22	74.04
10-603-5020 VEHICLE MAINTENANCE	7,000.00	37.04	1,449.68	5,550.32	20.71
10-603-5030 BUILDING MAINTENANCE	7,000.00	515.78	4,830.02	2,169.98	69.00
10-603-5060 VEHICLE & EQPT FUELS	<u>6,000.00</u>	<u>1,198.00</u>	<u>2,529.07</u>	<u>3,470.93</u>	<u>42.15</u>
TOTAL MAINTENANCE	35,000.00	3,232.36	17,993.55	17,006.45	51.41

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-603-6011 CHEMICALS	800.00	385.44	385.44	414.56	48.18
10-603-6080 STREET MAINTENANCE	41,000.00	735.96	16,705.37	24,294.63	40.74
10-603-6081 SIGN MAINTENANCE	3,000.00	187.72	507.72	2,492.28	16.92
10-603-6083 DRAINAGE MAINT	500.00	0.00	0.00	500.00	0.00
10-603-6084 PAVILION/PLAY/PATH MAINT	<u>500.00</u>	<u>0.00</u>	<u>218.21</u>	<u>281.79</u>	<u>43.64</u>
TOTAL DEPT MATERIALS-SERVICES	45,800.00	1,309.12	17,816.74	27,983.26	38.90
<u>UTILITIES</u>					
10-603-7040 UTILITIES - ELECTRIC	38,000.00	5,873.95	18,753.43	19,246.57	49.35
10-603-7041 UTILITIES - GAS	500.00	30.82	141.33	358.67	28.27
10-603-7042 UTILITIES - PHONE	500.00	37.00	185.00	315.00	37.00
10-603-7044 UTILITIES - WATER	13,000.00	1,033.95	10,858.99	2,141.01	83.53
10-603-7045 STREET LIGHTS	<u>29,000.00</u>	<u>0.00</u>	<u>9,984.95</u>	<u>19,015.05</u>	<u>34.43</u>
TOTAL UTILITIES	81,000.00	6,975.72	39,923.70	41,076.30	49.29
<u>CAPITAL OUTLAY</u>					
10-603-8015 NON-CAPITAL-COMPUTER	<u>400.00</u>	<u>39.95</u>	<u>58.93</u>	<u>341.07</u>	<u>14.73</u>
TOTAL CAPITAL OUTLAY	400.00	39.95	58.93	341.07	14.73
<u>INTERFUND TRANSFERS</u>					
10-603-9010 TRF TO CAPITAL REPLACEMENT	44,347.00	0.00	0.00	44,347.00	0.00
10-603-9072 TRANSFER TO WATER CAPITAL	<u>462,500.00</u>	<u>0.00</u>	<u>462,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL INTERFUND TRANSFERS	506,847.00	0.00	462,500.00	44,347.00	91.25
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TOTAL PUBLIC WORKS	1,034,878.00	38,379.52	691,210.54	343,667.46	66.79

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-604-1010 SALARIES	1,104,150.00	81,752.16	456,765.16	647,384.84	41.37
10-604-1015 OVERTIME	40,000.00	3,062.97	17,953.52	22,046.48	44.88
10-604-1020 MEDICARE	16,850.00	1,193.16	6,702.78	10,147.22	39.78
10-604-1025 TWC (SUI)	3,060.00	0.00	0.00	3,060.00	0.00
10-604-1030 HEALTH INSURANCE	123,624.00	10,302.00	50,298.00	73,326.00	40.69
10-604-1031 HSA	755.00	48.10	233.10	521.90	30.87
10-604-1033 DENTAL INSURANCE	6,825.00	568.68	2,786.52	4,038.48	40.83
10-604-1035 VISION CARE INSURANCE	1,625.00	135.20	662.48	962.52	40.77
10-604-1036 LIFE INSURANCE	1,193.00	99.45	485.55	707.45	40.70
10-604-1037 WORKERS' COMP INSURANCE	32,340.00	0.00	8,323.69	24,016.31	25.74
10-604-1040 TMRS RETIREMENT	162,090.00	12,005.99	67,153.81	94,936.19	41.43
10-604-1070 SPECIAL ALLOWANCES	<u>17,300.00</u>	<u>1,249.56</u>	<u>6,671.79</u>	<u>10,628.21</u>	<u>38.57</u>
TOTAL PERSONNEL	1,509,812.00	110,417.27	618,036.40	891,775.60	40.93
<u>SUPPLIES</u>					
10-604-2020 OFFICE SUPPLIES	1,200.00	64.39	448.96	751.04	37.41
10-604-2035 EMPLOYEE APPRECIATION	680.00	0.00	0.00	680.00	0.00
10-604-2060 MEDICAL EXAMS/SCREENING/TES	1,000.00	295.00	304.33	695.67	30.43
10-604-2070 JANITORIAL SUPPLIES	3,000.00	66.52	1,199.41	1,800.59	39.98
10-604-2080 UNIFORMS & ACCESSORIES	<u>8,500.00</u>	<u>428.65</u>	<u>1,173.33</u>	<u>7,326.67</u>	<u>13.80</u>
TOTAL SUPPLIES	14,380.00	854.56	3,126.03	11,253.97	21.74
<u>SERVICES</u>					
10-604-3017 PROFESSIONAL - MEDICAL DIRE	5,400.00	450.00	2,250.00	3,150.00	41.67
10-604-3020 ASSOCIATION DUES & PUBS	8,420.00	145.00	4,621.80	3,798.20	54.89
10-604-3030 TRAINING/EDUCATION	7,000.00	0.00	2,271.50	4,728.50	32.45
10-604-3040 TRAVEL/MILEAGE/LODGING/PERD	4,000.00	215.33	505.43	3,494.57	12.64
10-604-3050 LIABILITY INSURANCE	21,100.00	0.00	22,713.77 (1,613.77)	107.65
10-604-3070 PROPERTY INSURANCE	12,200.00	0.00	13,133.08 (933.08)	107.65
10-604-3080 SPECIAL SERVICES	11,800.00	955.13	5,547.67	6,252.33	47.01
10-604-3090 COMMUNICATIONS SERVICES	<u>4,668.00</u>	<u>448.70</u>	<u>2,295.94</u>	<u>2,372.06</u>	<u>49.18</u>
TOTAL SERVICES	74,588.00	2,214.16	53,339.19	21,248.81	71.51
<u>CONTRACTUAL</u>					
10-604-4045 RADIO ACCESS FEES - COSA	6,000.00	0.00	5,832.00	168.00	97.20
10-604-4075 COMPUTER SOFTWARE/MAINTENAN	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL	6,500.00	0.00	5,832.00	668.00	89.72
<u>MAINTENANCE</u>					
10-604-5010 EQUIPMENT MAINT & REPAIR	4,500.00	0.00	1,377.94	3,122.06	30.62
10-604-5020 VEHICLE MAINTENANCE	15,200.00	422.74	9,048.11	6,151.89	59.53
10-604-5030 BUILDING MAINTENANCE	6,000.00	1,712.60	4,622.71	1,377.29	77.05
10-604-5060 VEHICLE & EQPT FUELS	<u>10,000.00</u>	<u>857.02</u>	<u>3,140.77</u>	<u>6,859.23</u>	<u>31.41</u>
TOTAL MAINTENANCE	35,700.00	2,992.36	18,189.53	17,510.47	50.95

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-604-6015 ELECTRONIC EQPT MAINT	6,500.00	0.00	405.34	6,094.66	6.24
10-604-6030 INVESTIGATIVE SUPPLIES/PROC	1,500.00	0.00	0.00	1,500.00	0.00
10-604-6040 EMS SUPPLIES	26,240.00	1,808.60	10,881.28	15,358.72	41.47
10-604-6045 FIRE FIGHTING EQPT SUPPLIES	10,000.00	0.00	1,843.99	8,156.01	18.44
10-604-6060 PPE MAINTENANCE	<u>14,100.00</u>	<u>0.00</u>	<u>7,515.92</u>	<u>6,584.08</u>	<u>53.30</u>
TOTAL DEPT MATERIALS-SERVICES	58,340.00	1,808.60	20,646.53	37,693.47	35.39
<u>UTILITIES</u>					
10-604-7044 UTILITIES - WATER	<u>2,000.00</u>	<u>137.08</u>	<u>806.90</u>	<u>1,193.10</u>	<u>40.35</u>
TOTAL UTILITIES	2,000.00	137.08	806.90	1,193.10	40.35
<u>CAPITAL OUTLAY</u>					
10-604-8015 NON-CAPITAL-COMPUTER EQUIPM	400.00	0.00	21.98	378.02	5.50
10-604-8040 CAPITAL - PPE EQUIPMENT	<u>21,200.00</u>	<u>0.00</u>	<u>22,956.00</u>	<u>(1,756.00)</u>	<u>108.28</u>
TOTAL CAPITAL OUTLAY	21,600.00	0.00	22,977.98	(1,377.98)	106.38
<u>INTERFUND TRANSFERS</u>					
10-604-9000 GRANT EXPENDITURES	10,000.00	0.00	2,700.00	7,300.00	27.00
10-604-9010 TRF TO CAPITAL REPLACEMENT	<u>224,318.00</u>	<u>0.00</u>	<u>0.00</u>	<u>224,318.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	234,318.00	0.00	2,700.00	231,618.00	1.15
TOTAL FIRE DEPARTMENT	1,957,238.00	118,424.03	745,654.56	1,211,583.44	38.10

10 -GENERAL FUND
POLICE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-605-1010 SALARIES	1,191,850.00	90,427.58	487,247.42	704,602.58	40.88
10-605-1015 OVERTIME	30,000.00	1,093.98	12,354.98	17,645.02	41.18
10-605-1020 MEDICARE	18,240.00	1,327.20	7,270.56	10,969.44	39.86
10-605-1025 TWC (SUI)	3,420.00	0.00	144.00	3,276.00	4.21
10-605-1030 HEALTH INSURANCE	138,168.00	10,908.00	53,328.00	84,840.00	38.60
10-605-1031 HSA	844.00	62.90	307.10	536.90	36.39
10-605-1033 DENTAL INSURANCE	7,560.00	601.40	2,950.12	4,609.88	39.02
10-605-1035 VISION CARE INSURANCE	1,785.00	141.96	696.28	1,088.72	39.01
10-605-1036 LIFE INSURANCE	1,334.00	111.15	544.05	789.95	40.78
10-605-1037 WORKERS' COMP INSURANCE	29,860.00	0.00	7,434.07	22,425.93	24.90
10-605-1040 TMRS RETIREMENT	175,450.00	13,160.78	71,886.73	103,563.27	40.97
10-605-1070 SPECIAL ALLOWANCES	<u>35,825.00</u>	<u>2,821.16</u>	<u>15,715.41</u>	<u>20,109.59</u>	<u>43.87</u>
TOTAL PERSONNEL	1,634,336.00	120,656.11	659,878.72	974,457.28	40.38
<u>SUPPLIES</u>					
10-605-2020 OFFICE SUPPLIES	3,000.00	113.26	744.19	2,255.81	24.81
10-605-2035 EMPLOYEE APPRECIATION	760.00	0.00	0.00	760.00	0.00
10-605-2050 PRINTING & COPYING	1,300.00	52.00	199.80	1,100.20	15.37
10-605-2060 MEDICAL/SCREENING/TESTING/B	500.00	0.00	0.00	500.00	0.00
10-605-2080 UNIFORMS & ACCESSORIES	<u>27,000.00</u>	<u>1,036.17</u>	<u>14,044.75</u>	<u>12,955.25</u>	<u>52.02</u>
TOTAL SUPPLIES	32,560.00	1,201.43	14,988.74	17,571.26	46.03
<u>SERVICES</u>					
10-605-3020 ASSOCIATION DUES & PUBS	2,869.00	0.00	1,073.00	1,796.00	37.40
10-605-3030 TRAINING/EDUCATION	3,500.00 (765.00)	317.00	3,183.00	9.06
10-605-3040 TRAVEL/MILEAGE/LODGING/PERD	5,000.00	0.00	957.43	4,042.57	19.15
10-605-3050 LIABILITY INSURANCE	18,350.00	0.00	19,753.44 (1,403.44)	107.65
10-605-3060 UNIFORM MAINTENANCE	6,000.00	303.15	1,808.18	4,191.82	30.14
10-605-3071 PROPERTY INSURANCE	7,900.00	0.00	8,504.21 (604.21)	107.65
10-605-3072 ANIMAL CONTROL SERVICES	12,500.00	1,000.00	5,000.00	7,500.00	40.00
10-605-3087 CITIZENS COMMUNICATION/ED	500.00	0.00	0.00	500.00	0.00
10-605-3090 COMMUNCIATIONS SERVICES	<u>8,800.00</u>	<u>800.00</u>	<u>3,275.65</u>	<u>5,524.35</u>	<u>37.22</u>
TOTAL SERVICES	65,419.00	1,338.15	40,688.91	24,730.09	62.20
<u>CONTRACTUAL</u>					
10-605-4045 CONTRACT/RADIO FEES COSA	8,000.00	0.00	7,992.00	8.00	99.90
10-605-4075 COMPUTER SOFTWARE/INCODE	18,264.00	2,101.15	15,057.70	3,206.30	82.44
10-605-4086 CONTRACT LABOR	<u>0.00</u>	<u>0.00</u>	<u>6,497.57</u> (<u>6,497.57)</u>	<u>0.00</u>
TOTAL CONTRACTUAL	26,264.00	2,101.15	29,547.27 (3,283.27)	112.50
<u>MAINTENANCE</u>					
10-605-5005 EQUIPMENT LEASES	2,000.00	101.88	540.11	1,459.89	27.01
10-605-5010 EQUIPMENT MAINT & REPAIR	2,000.00	32.95	356.93	1,643.07	17.85
10-605-5015 ELECTRONIC EQPT MAINT	5,350.00	0.00	68.35	5,281.65	1.28
10-605-5020 VEHICLE MAINTENANCE	30,000.00	7,115.60	16,952.39	13,047.61	56.51
10-605-5060 VEHICLE & EQPT FUELS	<u>30,000.00</u>	<u>2,890.79</u>	<u>12,496.93</u>	<u>17,503.07</u>	<u>41.66</u>
TOTAL MAINTENANCE	69,350.00	10,141.22	30,414.71	38,935.29	43.86

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

10 -GENERAL FUND
POLICE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-605-6030 INVESTIGATIVE SUPPLIES	3,000.00	86.70	646.13	2,353.87	21.54
10-605-6032 POLICE SAFETY SUPPLIES	3,000.00	231.52	493.12	2,506.88	16.44
10-605-6035 FIREARMS EQUIPMENT/SUPPLIES	<u>8,800.00</u>	<u>475.00</u>	<u>3,864.85</u>	<u>4,935.15</u>	<u>43.92</u>
TOTAL DEPT MATERIALS-SERVICES	14,800.00	793.22	5,004.10	9,795.90	33.81
<u>UTILITIES</u>					
10-605-7042 UTILITES- PHONE	<u>5,500.00</u>	<u>328.52</u>	<u>1,642.15</u>	<u>3,857.85</u>	<u>29.86</u>
TOTAL UTILITIES	5,500.00	328.52	1,642.15	3,857.85	29.86
<u>CAPITAL OUTLAY</u>					
10-605-8015 NON-CAPITAL-COMPUTER EQUIP.	<u>400.00</u>	<u>0.00</u>	<u>812.46</u>	(<u>412.46</u>)	<u>203.12</u>
TOTAL CAPITAL OUTLAY	400.00	0.00	812.46	(412.46)	203.12
<u>INTERFUND TRANSFERS</u>					
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TOTAL POLICE DEPARTMENT	1,848,629.00	136,559.80	782,977.06	1,065,651.94	42.35

10 -GENERAL FUND
DEVELOPMENT SERVICES

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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<u>SUPPLIES</u>					
10-607-2020 OFFICE SUPPLIES	100.00	0.00	0.00	100.00	0.00
10-607-2050 PRINTING & COPYING	<u>750.00</u>	<u>303.00</u>	<u>303.00</u>	<u>447.00</u>	<u>40.40</u>
TOTAL SUPPLIES	850.00	303.00	303.00	547.00	35.65
<u>SERVICES</u>					
10-607-3012 PROF -ENGINEERING REVIEW	2,000.00	0.00	0.00	2,000.00	0.00
10-607-3015 PROF -BLDG INSPECTION SERVI	70,000.00	4,450.00	29,082.00	40,918.00	41.55
10-607-3016 PROF -HEALTH INSPECTOR	2,000.00	180.00	840.00	1,160.00	42.00
10-607-3017 PROF -SANITARY INSPECTION S	2,500.00	250.00	1,730.00	770.00	69.20
10-607-3020 ASSOCIATION DUES & PUBS	<u>1,700.00</u>	<u>0.00</u>	<u>894.40</u>	<u>805.60</u>	<u>52.61</u>
TOTAL SERVICES	78,200.00	4,880.00	32,546.40	45,653.60	41.62
<u>CONTRACTUAL</u>					
10-607-4075 COMPUTER SOFTWARE/MAINTENAN	<u>5,000.00</u>	<u>0.00</u>	<u>1,538.08</u>	<u>3,461.92</u>	<u>30.76</u>
TOTAL CONTRACTUAL	5,000.00	0.00	1,538.08	3,461.92	30.76
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TOTAL DEVELOPMENT SERVICES	84,050.00	5,183.00	34,387.48	49,662.52	40.91
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TOTAL EXPENDITURES	<u>5,988,383.00</u>	<u>365,345.06</u>	<u>2,701,849.08</u>	<u>3,286,533.92</u>	<u>45.12</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>182,023.59</u>	<u>1,679,601.63</u>	<u>(1,679,601.63)</u>	<u>0.00</u>
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CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,102,500.00</u>	<u>96,217.27</u>	<u>515,368.65</u>	<u>587,131.35</u>	<u>46.75</u>
TOTAL REVENUES	<u>1,102,500.00</u> =====	<u>96,217.27</u> =====	<u>515,368.65</u> =====	<u>587,131.35</u> =====	<u>46.75</u> =====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	916,076.00	93,860.06	405,245.55	510,830.45	44.24
DEBT SERVICE	<u>186,424.00</u>	<u>150,950.05</u>	<u>150,950.05</u>	<u>35,473.95</u>	<u>80.97</u>
TOTAL EXPENDITURES	<u>1,102,500.00</u> =====	<u>244,810.11</u> =====	<u>556,195.60</u> =====	<u>546,304.40</u> =====	<u>50.45</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(148,592.84)	(40,826.95)	40,826.95	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

20 -WATER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	623,000.00	34,328.24	289,970.07	333,029.93	46.54
20-599-5016 LATE CHARGES	6,000.00	0.00	0.00	6,000.00	0.00
20-599-5018 DEBT SERVICE	189,900.00	15,806.00	78,984.84	110,915.16	41.59
20-599-5019 WATER SERVICE FEE	58,800.00	4,902.42	24,486.22	34,313.78	41.64
20-599-5036 EAA PASS THRU CHARGE	82,700.00	4,702.00	38,574.00	44,126.00	46.64
20-599-5040 TAPPING FEES	<u>0.00</u>	<u>0.00</u>	<u>2,800.00</u>	<u>(2,800.00)</u>	<u>0.00</u>
TOTAL WATER SALES	960,400.00	59,738.66	434,815.13	525,584.87	45.27
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	2,000.00	10.86	1,044.24	955.76	52.21
20-599-7011 OTHER INCOME	0.00	8.90	44.50	(44.50)	0.00
20-599-7012 LEASE OF WATER RIGHTS	15,000.00	0.00	4,500.00	10,500.00	30.00
20-599-7060 CC SERVICE FEES	5,000.00	160.10	861.48	4,138.52	17.23
20-599-7075 SITE/TOWER LEASE REVENUE	<u>38,600.00</u>	<u>3,222.74</u>	<u>16,103.30</u>	<u>22,496.70</u>	<u>41.72</u>
TOTAL MISC./GRANTS/INTEREST	60,600.00	3,402.60	22,553.52	38,046.48	37.22
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	<u>81,500.00</u>	<u>33,076.01</u>	<u>58,000.00</u>	<u>23,500.00</u>	<u>71.17</u>
TOTAL TRANSFERS IN	81,500.00	33,076.01	58,000.00	23,500.00	71.17
<hr/>					
TOTAL NON-DEPARTMENTAL	1,102,500.00	96,217.27	515,368.65	587,131.35	46.75
<hr/>					
TOTAL REVENUES	<u>1,102,500.00</u>	<u>96,217.27</u>	<u>515,368.65</u>	<u>587,131.35</u>	<u>46.75</u>
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
20-606-1010 SALARIES	212,300.00	16,781.68	83,159.06	129,140.94	39.17
20-606-1015 OVERTIME	15,000.00	1,111.41	5,743.97	9,256.03	38.29
20-606-1020 MEDICARE	3,200.00	261.90	1,300.16	1,899.84	40.63
20-606-1025 TWC (SUI)	720.00	0.00	0.00	720.00	0.00
20-606-1030 HEALTH INSURANCE	29,088.00	2,575.50	12,271.50	16,816.50	42.19
20-606-1031 HSA	178.00	15.73	74.93	103.07	42.10
20-606-1033 DENTAL INSURANCE	1,365.00	130.01	613.45	751.55	44.94
20-606-1035 VISION CARE INSURANCE	365.00	35.49	170.69	194.31	46.76
20-606-1036 LIFE INSURANCE	281.00	23.89	113.61	167.39	40.43
20-606-1037 WORKERS' COMP INSURANCE	5,760.00	0.00	1,288.41	4,471.59	22.37
20-606-1040 TMRS RETIREMENT	30,680.00	2,579.74	12,806.90	17,873.10	41.74
20-606-1070 SPECIAL ALLOWANCES	<u>11,500.00</u>	<u>588.50</u>	<u>2,867.47</u>	<u>8,632.53</u>	<u>24.93</u>
TOTAL PERSONNEL	310,437.00	24,103.85	120,410.15	190,026.85	38.79
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,700.00	0.00	416.99	1,283.01	24.53
20-606-2030 POSTAGE	3,100.00	237.96	1,337.85	1,762.15	43.16
20-606-2035 EMPLOYEE APPRECIATION	150.00	39.31	39.31	110.69	26.21
20-606-2050 PRINTING & COPYING	500.00	0.00	469.78	30.22	93.96
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	8,000.00	612.62	4,430.66	3,569.34	55.38
20-606-2080 UNIFORMS	1,795.00	0.00	956.48	838.52	53.29
20-606-2090 SMALL TOOLS	2,500.00	21.47	644.84	1,855.16	25.79
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,900.00</u>	<u>439.08</u>	<u>439.08</u>	<u>1,460.92</u>	<u>23.11</u>
TOTAL SUPPLIES	19,845.00	1,350.44	8,734.99	11,110.01	44.02
<u>SERVICES</u>					
20-606-3012 ENGINEERING SERVICES	10,000.00	0.00	4,126.00	5,874.00	41.26
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,215.00	51.38	651.38	1,563.62	29.41
20-606-3030 TRAINING/EDUCATION	3,750.00	750.00	2,300.00	1,450.00	61.33
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00	0.00	0.00	1,000.00	0.00
20-606-3050 INSURANCE - LIABILITY	3,900.00	0.00	4,198.28 (298.28)	107.65
20-606-3060 UNIFORM SERVICES	3,000.00	408.97	1,397.77	1,602.23	46.59
20-606-3070 INSURANCE - PROPERTY	1,900.00	0.00	2,045.32 (145.32)	107.65
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	750.00	19.95	174.80	575.20	23.31
20-606-3082 WATER ANALYSIS FEES	<u>7,000.00</u>	<u>0.00</u>	<u>2,575.70</u>	<u>4,424.30</u>	<u>36.80</u>
TOTAL SERVICES	35,615.00	1,230.30	17,469.25	18,145.75	49.05
<u>CONTRACTUAL</u>					
20-606-4075 COMPUTER SOFTWARE/INCODE	8,870.00	1,290.00	5,238.58	3,631.42	59.06
20-606-4085 EAA -WATER MANAGEMENT FEES	<u>84,084.00</u>	<u>6,306.52</u>	<u>32,372.60</u>	<u>51,711.40</u>	<u>38.50</u>
TOTAL CONTRACTUAL	92,954.00	7,596.52	37,611.18	55,342.82	40.46

20 -WATER FUND
WATER DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	1,500.00	524.01	4,563.33 (3,063.33)	304.22
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	0.00	1,825.58	3,174.42	36.51
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	44.54	2,116.48	883.52	70.55
20-606-5030 BUILDING MAINTENANCE	2,500.00	0.00	1,913.05	586.95	76.52
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>429.89</u>	<u>1,191.13</u>	<u>2,808.87</u>	<u>29.78</u>
TOTAL MAINTENANCE	16,500.00	998.44	11,609.57	4,890.43	70.36
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	10,000.00	0.00	1,647.81	8,352.19	16.48
20-606-6050 WATER METERS & BOXES	4,500.00	0.00	2,383.00	2,117.00	52.96
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	5,000.00	0.00	1,478.94	3,521.06	29.58
20-606-6061 WELL SITE #1	8,750.00	0.00	1,478.04	7,271.96	16.89
20-606-6062 WELL SITE #2-EAA MONITORED	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	1,800.00	0.00	0.00	1,800.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	875.00	2,353.28 (1,353.28)	235.33
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	1,860.18	3,338.21	661.79	83.46
20-606-6067 WELL SITE #7	4,000.00	3,487.00	5,510.03 (1,510.03)	137.75
20-606-6068 WELL SITE #8	4,000.00	3,626.10	5,104.13 (1,104.13)	127.60
20-606-6069 WELL SITE #9-TRINITY	1,000.00	0.00	325.00	675.00	32.50
20-606-6070 SCADA SYSTEM MAINTENANCE	3,000.00	2,339.25	2,339.25	660.75	77.98
20-606-6071 SHAVANO DRIVE PUMP STATION	15,000.00	0.00	810.00	14,190.00	5.40
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	6,418.59	11,585.18	18,414.82	38.62
20-606-6080 STREET MAINT SUPPLIES	<u>4,000.00</u>	<u>0.00</u>	<u>1,489.68</u>	<u>2,510.32</u>	<u>37.24</u>
TOTAL DEPT MATERIALS-SERVICES	108,650.00	18,606.12	39,842.55	68,807.45	36.67
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	72,000.00	4,495.23	29,863.85	42,136.15	41.48
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	0.00	1,350.00	0.00
20-606-7044 UTILITIES - WATER	<u>400.00</u>	<u>46.07</u>	<u>203.89</u>	<u>196.11</u>	<u>50.97</u>
TOTAL UTILITIES	73,750.00	4,541.30	30,067.74	43,682.26	40.77
<u>CAPITAL OUTLAY</u>					
20-606-8020 NON-CAPITAL MAINTENANCE EQU	4,820.00	0.00	4,717.94	102.06	97.88
20-606-8080 WATER SYSTEM IMPROVEMENTS	28,700.00	0.00	0.00	28,700.00	0.00
20-606-8087 WATER METER REPLACEMENT	58,000.00	35,433.09	60,357.08 (2,357.08)	104.06
20-606-8091 CAPITAL - WELL #1	23,500.00	0.00	0.00	23,500.00	0.00
20-606-8098 CAPITAL - WELL #8	<u>0.00</u>	<u>0.00</u>	<u>74,425.10</u> (<u>74,425.10)</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	115,020.00	35,433.09	139,500.12 (24,480.12)	121.28
<u>INTERFUND TRANSFERS</u>					
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	<u>121,255.00</u>	<u>0.00</u>	<u>0.00</u>	<u>121,255.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	143,305.00	0.00	0.00	143,305.00	0.00
TOTAL WATER DEPARTMENT	916,076.00	93,860.06	405,245.55	510,830.45	44.24

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

20 -WATER FUND
DEBT SERVICE

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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<u>CAPITAL OUTLAY</u>					
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	70,000.00	70,000.00	0.00	100.00
20-607-8017 2017 GO REFUNDING (2009) IN	65,000.00	32,850.00	32,850.00	32,150.00	50.54
20-607-8030 BOND AGENT FEES	400.00	200.00	200.00	200.00	50.00
20-607-8056 2018 GO REFUNDING (2009) PR	44,183.00	44,182.50	44,182.50	0.50	100.00
20-607-8057 2018 GO REFUNDING (2009) IN	<u>6,841.00</u>	<u>3,717.55</u>	<u>3,717.55</u>	<u>3,123.45</u>	<u>54.34</u>
TOTAL CAPITAL OUTLAY	186,424.00	150,950.05	150,950.05	35,473.95	80.97
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TOTAL DEBT SERVICE	186,424.00	150,950.05	150,950.05	35,473.95	80.97
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TOTAL EXPENDITURES	1,102,500.00	244,810.11	556,195.60	546,304.40	50.45
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (148,592.84) (40,826.95)	40,826.95	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

30 -DEBT SERVICE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>197,766.00</u>	<u>14,827.94</u>	<u>149,898.31</u>	<u>47,867.69</u>	<u>75.80</u>
TOTAL REVENUES	<u>197,766.00</u>	<u>14,827.94</u>	<u>149,898.31</u>	<u>47,867.69</u>	<u>75.80</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
DEBT SERVICE	<u>197,766.00</u>	<u>185,190.20</u>	<u>185,190.20</u>	<u>12,575.80</u>	<u>93.64</u>
TOTAL EXPENDITURES	<u>197,766.00</u>	<u>185,190.20</u>	<u>185,190.20</u>	<u>12,575.80</u>	<u>93.64</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(170,362.26)	(35,291.89)	35,291.89	0.00

30 -DEBT SERVICE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
30-599-1010 CURRENT ADVALOREM TAXES	129,670.00	14,772.57	149,151.63 (19,481.63)	115.02
30-599-1020 DELINQUENT ADVALOREM TAXES	0.00 (72.57)	523.24 (523.24)	0.00
30-599-1030 PENALTY & INTEREST	<u>0.00</u>	<u>122.67</u>	<u>164.83</u> (<u>164.83</u>)	<u>0.00</u>
TOTAL TAXES	129,670.00	14,822.67	149,839.70 (20,169.70)	115.55
<u>TRANSFERS IN</u>					
30-599-8010 INTEREST INCOME	0.00	5.27	58.61 (58.61)	0.00
30-599-8030 FUND BALANCE - TRANSFER IN	<u>68,096.00</u>	<u>0.00</u>	<u>0.00</u>	<u>68,096.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	68,096.00	5.27	58.61	68,037.39	0.09
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TOTAL NON-DEPARTMENTAL	197,766.00	14,827.94	149,898.31	47,867.69	75.80
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TOTAL REVENUES	197,766.00	14,827.94	149,898.31	47,867.69	75.80
	=====	=====	=====	=====	=====

30 -DEBT SERVICE FUND
DEBT SERVICE

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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<u>CAPITAL OUTLAY</u>					
30-607-8054 BOND AGENT FEES	500.00	0.00	0.00	500.00	0.00
30-607-8056 2018 GO REFUNDING (2009) PR	170,818.00	170,817.50	170,817.50	0.50	100.00
30-607-8057 2018 GO REFUNDING (2009) IN	<u>26,448.00</u>	<u>14,372.70</u>	<u>14,372.70</u>	<u>12,075.30</u>	<u>54.34</u>
TOTAL CAPITAL OUTLAY	197,766.00	185,190.20	185,190.20	12,575.80	93.64
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TOTAL DEBT SERVICE	197,766.00	185,190.20	185,190.20	12,575.80	93.64
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TOTAL EXPENDITURES	197,766.00	185,190.20	185,190.20	12,575.80	93.64
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	(170,362.26)	(35,291.89)	35,291.89	0.00
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CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

40 -CRIME CONTROL DISTRICT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>468,877.00</u>	<u>16,939.78</u>	<u>62,964.78</u>	<u>405,912.22</u>	<u>13.43</u>
TOTAL REVENUES	<u>468,877.00</u> =====	<u>16,939.78</u> =====	<u>62,964.78</u> =====	<u>405,912.22</u> =====	<u>13.43</u> =====
 <u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	3,125.00	0.00	649.00	2,476.00	20.77
POLICE DEPARTMENT	<u>465,752.00</u>	<u>5,686.23</u>	<u>395,096.35</u>	<u>70,655.65</u>	<u>84.83</u>
TOTAL EXPENDITURES	<u>468,877.00</u> =====	<u>5,686.23</u> =====	<u>395,745.35</u> =====	<u>73,131.65</u> =====	<u>84.40</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	11,253.55 (332,780.57)	332,780.57	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

40 -CRIME CONTROL DISTRICT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
40-599-1050 SALES - CRIME CONTROL DIST	<u>130,000.00</u>	<u>16,937.77</u>	<u>62,949.17</u>	<u>67,050.83</u>	<u>48.42</u>
TOTAL TAXES	130,000.00	16,937.77	62,949.17	67,050.83	48.42
<u>MISC./GRANTS/INTEREST</u>					
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<u>TRANSFERS IN</u>					
40-599-8005 INTEREST INCOME	0.00	2.01	15.61 (15.61)	0.00
40-599-8099 FUND BALANCE RESERVE	<u>338,877.00</u>	<u>0.00</u>	<u>0.00</u>	<u>338,877.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	338,877.00	2.01	15.61	338,861.39	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	468,877.00	16,939.78	62,964.78	405,912.22	13.43
<hr/>					
TOTAL REVENUES	<u>468,877.00</u>	<u>16,939.78</u>	<u>62,964.78</u>	<u>405,912.22</u>	<u>13.43</u>
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

40 -CRIME CONTROL DISTRICT
FIRE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
40-604-3030 TRAINING/EDUCATION	<u>2,500.00</u>	<u>0.00</u>	<u>25.00</u>	<u>2,475.00</u>	<u>1.00</u>
TOTAL SERVICES	2,500.00	0.00	25.00	2,475.00	1.00
<u>CAPITAL OUTLAY</u>					
40-604-8012 NON-CAPITAL - FIREARMS/TASE	<u>625.00</u>	<u>0.00</u>	<u>624.00</u>	<u>1.00</u>	<u>99.84</u>
TOTAL CAPITAL OUTLAY	625.00	0.00	624.00	1.00	99.84
<u>INTERFUND TRANSFERS</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<hr/>					
TOTAL FIRE DEPARTMENT	3,125.00	0.00	649.00	2,476.00	20.77

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
40-605-3030 TRAINING/EDUCATION	6,400.00	50.00	2,427.87	3,972.13	37.94
40-605-3087 CITIZENS COMMUNICATION/EDUC	<u>7,000.00</u>	<u>1,120.12</u>	<u>1,690.12</u>	<u>5,309.88</u>	<u>24.14</u>
TOTAL SERVICES	13,400.00	1,170.12	4,117.99	9,282.01	30.73
<hr/>					
<u>CONTRACTUAL</u>					
<hr/>					
<u>CAPITAL OUTLAY</u>					
40-605-8012 NON CAPITAL - FIRE ARMS/TAS	8,640.00	0.00	0.00	8,640.00	0.00
40-605-8018 NON-CAPITAL BUILDING	1,300.00	0.00	0.00	1,300.00	0.00
40-605-8030 POLICE EQUIPMENT PURCHASE	204,412.00	4,382.96	200,364.71	4,047.29	98.02
40-605-8045 CAPITAL - COMPUTER EQUIPMEN	2,500.00	0.00	0.00	2,500.00	0.00
40-605-8050 CAPITAL - VEHICLES	198,000.00	133.15	190,613.65	7,386.35	96.27
40-605-8081 CAPITAL - BUILDING	<u>37,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,500.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	452,352.00	4,516.11	390,978.36	61,373.64	86.43
<hr/>					
<u>INTERFUND TRANSFERS</u>					
<hr/>					
TOTAL POLICE DEPARTMENT	465,752.00	5,686.23	395,096.35	70,655.65	84.83
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TOTAL EXPENDITURES	468,877.00	5,686.23	395,745.35	73,131.65	84.40
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	11,253.55 (332,780.57)	332,780.57	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

42 -PEG FUNDS
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>16,500.00</u>	<u>3,379.46</u>	<u>8,232.01</u>	<u>8,267.99</u>	<u>49.89</u>
TOTAL REVENUES	<u>16,500.00</u>	<u>3,379.46</u>	<u>8,232.01</u>	<u>8,267.99</u>	<u>49.89</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	15,700.00	3,379.46	8,232.01	7,467.99	52.43

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

42 -PEG FUNDS
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>FRANCHISE REVENUES</u>					
42-599-2024 FRANCHISE - PEG FEES	<u>16,500.00</u>	<u>3,378.70</u>	<u>8,227.96</u>	<u>8,272.04</u>	<u>49.87</u>
TOTAL FRANCHISE REVENUES	16,500.00	3,378.70	8,227.96	8,272.04	49.87
<u>MISC./GRANTS/INTEREST</u>					
42-599-7000 INTEREST	<u>0.00</u>	<u>0.76</u>	<u>4.05</u>	<u>(4.05)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	0.00	0.76	4.05	(4.05)	0.00
<u>TRANSFERS IN</u>					
<hr/>					
TOTAL NON-DEPARTMENTAL	16,500.00	3,379.46	8,232.01	8,267.99	49.89
<hr/>					
TOTAL REVENUES	16,500.00	3,379.46	8,232.01	8,267.99	49.89
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

42 -PEG FUNDS
ADMINISTRATION

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
42-601-8030 CAPITAL-ELECTRONIC EQUIPMEN	800.00	0.00	0.00	800.00	0.00
TOTAL CAPITAL OUTLAY	800.00	0.00	0.00	800.00	0.00
<hr/>					
TOTAL ADMINISTRATION	800.00	0.00	0.00	800.00	0.00
<hr/>					
TOTAL EXPENDITURES	800.00	0.00	0.00	800.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	15,700.00	3,379.46	8,232.01	7,467.99	52.43
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

45 -OAK WILT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>13,000.00</u>	<u>140.00</u>	<u>4,095.00</u>	<u>8,905.00</u>	<u>31.50</u>
TOTAL REVENUES	<u>13,000.00</u>	<u>140.00</u>	<u>4,095.00</u>	<u>8,905.00</u>	<u>31.50</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>500.00</u>	<u>0.00</u>	<u>2,758.12</u>	(<u>2,258.12</u>)	<u>551.62</u>
TOTAL EXPENDITURES	<u>500.00</u>	<u>0.00</u>	<u>2,758.12</u>	(<u>2,258.12</u>)	<u>551.62</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	140.00	1,336.88	11,163.12	10.70

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

45 -OAK WILT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>PERMITS & LICENSES</u>					
45-599-3015 TREE TRIMMING PERMITS	<u>13,000.00</u>	<u>140.00</u>	<u>4,095.00</u>	<u>8,905.00</u>	<u>31.50</u>
TOTAL PERMITS & LICENSES	13,000.00	140.00	4,095.00	8,905.00	31.50
<u>MISC./GRANTS/INTEREST</u>					
<u>TRANSFERS IN</u>					
<hr/>					
TOTAL NON-DEPARTMENTAL	13,000.00	140.00	4,095.00	8,905.00	31.50
<hr/>					
TOTAL REVENUES	13,000.00	140.00	4,095.00	8,905.00	31.50
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

45 -OAK WILT FUND
ADMINISTRATION

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
45-601-3012 PROFESSIONAL SERVICES	0.00	0.00	399.00 (399.00)	0.00
45-601-3087 CITIZENS COMMUNICATION/EDUC	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL SERVICES	500.00	0.00	399.00	101.00	79.80
 <u>DEPT MATERIALS-SERVICES</u>					
45-601-6085 SUPPLIES/MATERIAL/CHEMICALS	<u>0.00</u>	<u>0.00</u>	<u>2,359.12</u> (<u>2,359.12)</u>	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	0.00	0.00	2,359.12 (2,359.12)	0.00
<hr/>					
TOTAL ADMINISTRATION	500.00	0.00	2,758.12 (2,258.12)	551.62
<hr/>					
TOTAL EXPENDITURES	500.00	0.00	2,758.12 (2,258.12)	551.62
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	140.00	1,336.88	11,163.12	10.70
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

48 -STREET MAINTENANCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>130,000.00</u>	<u>17,033.48</u>	<u>63,143.43</u>	<u>66,856.57</u>	<u>48.57</u>
TOTAL REVENUES	<u>130,000.00</u>	<u>17,033.48</u>	<u>63,143.43</u>	<u>66,856.57</u>	<u>48.57</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
PUBLIC WORKS	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	80,000.00	17,033.48	63,143.43	16,856.57	78.93

48 -STREET MAINTENANCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
48-599-1040 SALES - STREET MAINTENANCE	<u>130,000.00</u>	<u>17,033.48</u>	<u>63,143.43</u>	<u>66,856.57</u>	<u>48.57</u>
TOTAL TAXES	130,000.00	17,033.48	63,143.43	66,856.57	48.57
<hr/>					
TOTAL NON-DEPARTMENTAL	130,000.00	17,033.48	63,143.43	66,856.57	48.57
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TOTAL REVENUES	130,000.00	17,033.48	63,143.43	66,856.57	48.57
	=====	=====	=====	=====	=====

48 -STREET MAINTENANCE FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
DEPT MATERIALS-SERVICES					
48-603-6080 STREET MAINTENANCE	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	50,000.00	0.00	0.00	50,000.00	0.00
<hr/>					
TOTAL PUBLIC WORKS	50,000.00	0.00	0.00	50,000.00	0.00
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TOTAL EXPENDITURES	50,000.00	0.00	0.00	50,000.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	80,000.00	17,033.48	63,143.43	16,856.57	78.93
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

50 -COURT RESTRICTED FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>59,800.00</u>	<u>563.12</u>	<u>2,517.77</u>	<u>57,282.23</u>	<u>4.21</u>
TOTAL REVENUES	<u>59,800.00</u> =====	<u>563.12</u> =====	<u>2,517.77</u> =====	<u>57,282.23</u> =====	<u>4.21</u> =====
 <u>EXPENDITURE SUMMARY</u>					
OPERATING EXPENSES	<u>58,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,500.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>58,500.00</u> =====	<u>0.00</u> =====	<u>0.00</u> =====	<u>58,500.00</u> =====	<u>0.00</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	1,300.00	563.12	2,517.77 (1,217.77)	193.67

50 -COURT RESTRICTED FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>COURT FEES</u>					
50-599-4022 COURT EFFICIENCY REVENUE	100.00	0.00	12.80	87.20	12.80
50-599-4023 COURT SECURITY REVENUE	3,200.00	204.00	916.36	2,283.64	28.64
50-599-4024 TRUANCY PREVENTION FUND	1,200.00	169.73	714.55	485.45	59.55
50-599-4025 COURT TECHNOLOGY REVENUE	4,200.00	185.99	859.77	3,340.23	20.47
50-599-4026 JURY FUND	<u>100.00</u>	<u>3.40</u>	<u>14.29</u>	<u>85.71</u>	<u>14.29</u>
TOTAL COURT FEES	8,800.00	563.12	2,517.77	6,282.23	28.61
<u>TRANSFERS IN</u>					
50-599-8099 FUND BALANCE RESERVE	<u>51,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,000.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	51,000.00	0.00	0.00	51,000.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	59,800.00	563.12	2,517.77	57,282.23	4.21
<hr/>					
TOTAL REVENUES	59,800.00	563.12	2,517.77	57,282.23	4.21
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

50 -COURT RESTRICTED FUND
OPERATING EXPENSES

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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<u>CAPITAL OUTLAY</u>					
50-602-8080 CAPITAL IMPROVEMENTS	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
<u>INTERFUND TRANSFERS</u>					
50-602-9010 TRANSFER TO GENERAL FUND	<u>8,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,500.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	8,500.00	0.00	0.00	8,500.00	0.00
<hr/>					
TOTAL OPERATING EXPENSES	58,500.00	0.00	0.00	58,500.00	0.00
<hr/>					
TOTAL EXPENDITURES	58,500.00	0.00	0.00	58,500.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,300.00	563.12	2,517.77 (1,217.77)	193.67
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

52 -CHILD SAFETY FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON DEPARTMENTAL	<u>5,000.00</u>	<u>282.56</u>	<u>1,456.65</u>	<u>3,543.35</u>	<u>29.13</u>
TOTAL REVENUES	<u>5,000.00</u>	<u>282.56</u>	<u>1,456.65</u>	<u>3,543.35</u>	<u>29.13</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	2,000.00	0.00	0.00	2,000.00	0.00
POLICE DEPARTMENT	<u>3,000.00</u>	<u>630.00</u>	<u>630.00</u>	<u>2,370.00</u>	<u>21.00</u>
TOTAL EXPENDITURES	<u>5,000.00</u>	<u>630.00</u>	<u>630.00</u>	<u>4,370.00</u>	<u>12.60</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (347.44)	826.65 (826.65)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

52 -CHILD SAFETY FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON DEPARTMENTAL</u>					
<u>MISC./GRANTS/INTEREST</u>					
52-599-7010 SCHOOL CROSSING GUARD FUNDS	<u>4,000.00</u>	<u>282.56</u>	<u>1,456.65</u>	<u>2,543.35</u>	<u>36.42</u>
TOTAL MISC./GRANTS/INTEREST	4,000.00	282.56	1,456.65	2,543.35	36.42
<u>TRANSFERS IN</u>					
52-599-8089 FUND BALANCE RESERVE	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	1,000.00	0.00	0.00	1,000.00	0.00
<hr/>					
TOTAL NON DEPARTMENTAL	5,000.00	282.56	1,456.65	3,543.35	29.13
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TOTAL REVENUES	5,000.00	282.56	1,456.65	3,543.35	29.13
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

52 -CHILD SAFETY FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 41.67

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

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

52 -CHILD SAFETY FUND
POLICE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
52-605-3087 CITIZENS COMMUNICATION/EDUC	<u>3,000.00</u>	<u>630.00</u>	<u>630.00</u>	<u>2,370.00</u>	<u>21.00</u>
TOTAL SERVICES	3,000.00	630.00	630.00	2,370.00	21.00
<hr/>					
TOTAL POLICE DEPARTMENT	3,000.00	630.00	630.00	2,370.00	21.00
<hr/>					
TOTAL EXPENDITURES	5,000.00	630.00	630.00	4,370.00	12.60
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (347.44)	826.65 (826.65)	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

53 -LEOSE
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,630.00</u>	<u>1,480.11</u>	<u>1,480.11</u>	<u>149.89</u>	<u>90.80</u>
TOTAL REVENUES	<u>1,630.00</u>	<u>1,480.11</u>	<u>1,480.11</u>	<u>149.89</u>	<u>90.80</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
POLICE DEPARTMENT	<u>1,630.00</u>	<u>0.00</u>	<u>1,636.00</u>	(<u>6.00</u>)	<u>100.37</u>
TOTAL EXPENDITURES	<u>1,630.00</u>	<u>0.00</u>	<u>1,636.00</u>	(<u>6.00</u>)	<u>100.37</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,480.11	(155.89)	155.89	0.00

53 -LEOSE
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>POLICE/FIRE REVENUES</u>					
53-599-6020 LEOSE FUNDS	<u>1,550.00</u>	<u>1,480.11</u>	<u>1,480.11</u>	<u>69.89</u>	<u>95.49</u>
TOTAL POLICE/FIRE REVENUES	1,550.00	1,480.11	1,480.11	69.89	95.49
<u>TRANSFERS IN</u>					
53-599-8089 FUND BALANCE RESERVE	<u>80.00</u>	<u>0.00</u>	<u>0.00</u>	<u>80.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	80.00	0.00	0.00	80.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	1,630.00	1,480.11	1,480.11	149.89	90.80
<hr/>					
TOTAL REVENUES	1,630.00	1,480.11	1,480.11	149.89	90.80
	=====	=====	=====	=====	=====

53 -LEOSE
POLICE DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
53-605-3030 TRAINING/EDUCATION	<u>1,630.00</u>	<u>0.00</u>	<u>1,636.00</u>	(<u>6.00</u>)	<u>100.37</u>
TOTAL SERVICES	1,630.00	0.00	1,636.00	(6.00)	100.37
<hr/>					
TOTAL POLICE DEPARTMENT	1,630.00	0.00	1,636.00	(6.00)	100.37
<hr/>					
TOTAL EXPENDITURES	1,630.00	0.00	1,636.00	(6.00)	100.37
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,480.11	(155.89)	155.89	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

70 -CAPITAL REPLACEMENT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
OTHER SOURCES	<u>658,985.00</u>	<u>9.96</u>	<u>62.93</u>	<u>658,922.07</u>	<u>0.01</u>
TOTAL REVENUES	<u>658,985.00</u>	<u>9.96</u>	<u>62.93</u>	<u>658,922.07</u>	<u>0.01</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ADMIN	49,455.00	0.00	0.00	49,455.00	0.00
PUBLIC WORKS	471,044.00 (984.20)	389,383.25	81,660.75	82.66
FIRE	<u>138,486.00</u>	<u>0.00</u>	<u>138,486.11</u>	(<u>0.11</u>)	<u>100.00</u>
TOTAL EXPENDITURES	<u>658,985.00</u> (<u>984.20)</u>	<u>527,869.36</u>	<u>131,115.64</u>	<u>80.10</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	994.16 (527,806.43)	527,806.43	0.00

70 -CAPITAL REPLACEMENT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>OTHER SOURCES</u>					
<u>MISC./GRANTS/INTEREST</u>					
<hr/>					
<u>TRANSFERS IN</u>					
70-599-8010 INTEREST INCOME	1,000.00	9.96	62.93	937.07	6.29
70-599-8020 TRF IN - GENERAL FUND	306,590.00	0.00	0.00	306,590.00	0.00
70-599-8099 FUND BALANCE RESERVE	<u>351,395.00</u>	<u>0.00</u>	<u>0.00</u>	<u>351,395.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	658,985.00	9.96	62.93	658,922.07	0.01
<hr/>					
TOTAL OTHER SOURCES	658,985.00	9.96	62.93	658,922.07	0.01
<hr/>					
TOTAL REVENUES	658,985.00	9.96	62.93	658,922.07	0.01
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

70 -CAPITAL REPLACEMENT FUND
COUNCIL

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>					

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

70 -CAPITAL REPLACEMENT FUND
ADMIN

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
70-601-8080 CAPITAL IMPROVEMENTS	2,955.00	0.00	0.00	2,955.00	0.00
70-601-8081 CAPITAL - BUILDING	<u>46,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>46,500.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	49,455.00	0.00	0.00	49,455.00	0.00
<u>INTERFUND TRANSFERS</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<hr/>					
TOTAL ADMIN	49,455.00	0.00	0.00	49,455.00	0.00

70 -CAPITAL REPLACEMENT FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
70-603-8060 CAPITAL - EQUIPMENT	21,000.00	0.00	6,288.34	14,711.66	29.94
70-603-8080 CAPITAL-IMPROVEMENT PROJECT	<u>450,044.00</u>	<u>(984.20)</u>	<u>383,094.91</u>	<u>66,949.09</u>	<u>85.12</u>
TOTAL CAPITAL OUTLAY	471,044.00	(984.20)	389,383.25	81,660.75	82.66
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<u>INTERFUND TRANSFERS</u>					
<hr/>					
TOTAL PUBLIC WORKS	471,044.00	(984.20)	389,383.25	81,660.75	82.66

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

70 -CAPITAL REPLACEMENT FUND
FIRE

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
70-604-8030 ELECTRONIC EQUIPMENT	<u>138,486.00</u>	<u>0.00</u>	<u>138,486.11</u>	(<u>0.11</u>)	<u>100.00</u>
TOTAL CAPITAL OUTLAY	138,486.00	0.00	138,486.11	(0.11)	100.00
<u>INTERFUND TRANSFERS</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<hr/>					
TOTAL FIRE	138,486.00	0.00	138,486.11	(0.11)	100.00
<hr/>					
TOTAL EXPENDITURES	658,985.00	(984.20)	527,869.36	131,115.64	80.10
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	994.16	(527,806.43)	527,806.43	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

72 -WATER CAPITAL REPLACEMENT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,046,255.00</u>	<u>0.00</u>	<u>925,000.00</u>	<u>121,255.00</u>	<u>88.41</u>
TOTAL REVENUES	<u>1,046,255.00</u> =====	<u>0.00</u> =====	<u>925,000.00</u> =====	<u>121,255.00</u> =====	<u>88.41</u> =====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	1,006,500.00	33,076.01	865,237.68	141,262.32	85.96
DEBT SERVICE	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>	(<u>7,000.00</u>)	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,006,500.00</u> =====	<u>33,076.01</u> =====	<u>872,237.68</u> =====	<u>134,262.32</u> =====	<u>86.66</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	39,755.00	(33,076.01)	52,762.32	(13,007.32)	132.72

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

72 -WATER CAPITAL REPLACEMENT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>MISC./GRANTS/INTEREST</u>					
72-599-7099 PROCEEDS OF DEBT ISSUE	<u>462,500.00</u>	<u>0.00</u>	<u>462,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MISC./GRANTS/INTEREST	462,500.00	0.00	462,500.00	0.00	100.00
<u>TRANSFERS IN</u>					
72-599-8015 TRANSFER FROM GENERAL FUND	462,500.00	0.00	462,500.00	0.00	100.00
72-599-8020 TRANSFER FROM WATER FUND	<u>121,255.00</u>	<u>0.00</u>	<u>0.00</u>	<u>121,255.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	583,755.00	0.00	462,500.00	121,255.00	79.23
<hr/>					
TOTAL NON-DEPARTMENTAL	1,046,255.00	0.00	925,000.00	121,255.00	88.41
<hr/>					
TOTAL REVENUES	1,046,255.00	0.00	925,000.00	121,255.00	88.41
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

72 -WATER CAPITAL REPLACEMENT
WATER DEPARTMENT

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
72-606-8080 WATER SYSTEM IMPROVEMENTS	<u>925,000.00</u>	<u>0.00</u>	<u>807,237.68</u>	<u>117,762.32</u>	<u>87.27</u>
TOTAL CAPITAL OUTLAY	925,000.00	0.00	807,237.68	117,762.32	87.27
<hr/>					
<u>INTERFUND TRANSFERS</u>					
72-606-9020 TRANSFER TO WATER UTILITY	<u>81,500.00</u>	<u>33,076.01</u>	<u>58,000.00</u>	<u>23,500.00</u>	<u>71.17</u>
TOTAL INTERFUND TRANSFERS	81,500.00	33,076.01	58,000.00	23,500.00	71.17
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TOTAL WATER DEPARTMENT	1,006,500.00	33,076.01	865,237.68	141,262.32	85.96

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

72 -WATER CAPITAL REPLACEMENT
DEBT SERVICE

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
72-607-8055 DEBT ISSUE COSTS	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>	(<u>7,000.00</u>)	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	7,000.00	(7,000.00)	0.00
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TOTAL DEBT SERVICE	0.00	0.00	7,000.00	(7,000.00)	0.00
<hr/>					
TOTAL EXPENDITURES	1,006,500.00	33,076.01	872,237.68	134,262.32	86.66
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	39,755.00	(33,076.01)	52,762.32	(13,007.32)	132.72
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

75 -PET DOC & RESCUE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
ADMINISTRATION	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

75 -PET DOC & RESCUE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>ADMINISTRATION</u>					
<u>MISC./GRANTS/INTEREST</u>					
<hr/>					
<u>TRANSFERS IN</u>					
75-599-8099 FUND BALANCE RESERVE	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	438.00	0.00	0.00	438.00	0.00
<hr/>					
TOTAL ADMINISTRATION	438.00	0.00	0.00	438.00	0.00
<hr/>					
TOTAL REVENUES	438.00	0.00	0.00	438.00	0.00
	=====	=====	=====	=====	=====

75 -PET DOC & RESCUE FUND
ADMINISTRATION

% OF YEAR COMPLETED: 41.67

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>PERSONNEL</u>					
75-607-1010 EXPENSES	<u>438.00</u>	<u>0.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.00</u>
TOTAL PERSONNEL	438.00	0.00	0.00	438.00	0.00
<hr/>					
TOTAL ADMINISTRATION	438.00	0.00	0.00	438.00	0.00
<hr/>					
TOTAL EXPENDITURES	438.00	0.00	0.00	438.00	0.00
	=====	=====	=====	=====	=====
	=====	=====	=====	=====	=====

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/05/21	TX CSDU	CASE ID# 0014090289	GENERAL FUND	NON-DEPARTMENTAL	603.31
2/05/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,185.00
2/05/21	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	12,328.49
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,634.26
2/05/21	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	85,626.02
2/05/21	JANI KING OF SAN ANTONIO	JANITORIAL SVCS - FEB	GENERAL FUND	CITY ADMINISTRATION	672.77
2/05/21	MUELLER & WILSON INC	CH PLUMBING	GENERAL FUND	CITY ADMINISTRATION	285.75
2/05/21	ELEVON INC	CC FEES JAN ACTIVITY PERMI	GENERAL FUND	CITY ADMINISTRATION	2.54
2/05/21	ELEVON INC	CC FEES JAN ACTIVITY MPN	GENERAL FUND	CITY ADMINISTRATION	360.34
2/05/21	ALTEX ELECTRONICS, LTD.	VIDEO CABLE ADAPTOR	GENERAL FUND	CITY ADMINISTRATION	38.90
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	251.34
2/05/21	American Express	AMEX CC FEES	GENERAL FUND	CITY ADMINISTRATION	6.34
2/05/21	STEPHEN P. TAKAS, JR.	FEBRUARY COURT	GENERAL FUND	MUNICIPAL COURT	650.00
2/05/21	DARRELL S. DULLNIG	FEBRUARY COURT	GENERAL FUND	MUNICIPAL COURT	650.00
2/05/21	ELEVON INC	CC FEES JAN ACTIVITY COURT	GENERAL FUND	MUNICIPAL COURT	25.45
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	30.30
2/05/21	O'REILLY AUTO PARTS	ANTIFREEZE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	68.40
2/05/21	TEXAS MATERIALS GROUP INC	ASPHALT FOR STREET REPAIRS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	531.96
2/05/21	URBAN SOIL LLC	FD FLOWER BEDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	360.00
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	121.13
2/05/21	O'REILLY AUTO PARTS	REPLACEMENT HITCH LOCK	GENERAL FUND	FIRE DEPARTMENT	17.99
2/05/21	O'REILLY AUTO PARTS	SWITCH REPAIR M139	GENERAL FUND	FIRE DEPARTMENT	4.99
2/05/21	O'REILLY AUTO PARTS	WIPER BLADES	GENERAL FUND	FIRE DEPARTMENT	136.98
2/05/21	O'REILLY AUTO PARTS	TRANSMISSION FLUID	GENERAL FUND	FIRE DEPARTMENT	25.99
2/05/21	GRAINGER	REPLACEMENT SWITCHES M139	GENERAL FUND	FIRE DEPARTMENT	31.62
2/05/21	GEAR CLEANING SOLUTIONS, LLC	BUNKER REPAIR	GENERAL FUND	FIRE DEPARTMENT	6.28
2/05/21	FARRWEST ENVIRONMENTAL SUPPLY INC	BOOTS	GENERAL FUND	FIRE DEPARTMENT	381.42
2/05/21	MCE TECHNOLOGY LLC	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	199.00
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	559.51
2/05/21	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE/FILTER UNIT 521	GENERAL FUND	POLICE DEPARTMENT	47.45
2/05/21	GOODYEAR AUTO SERVICE CTR.	VEHICLE INSPECTION UNIT 51	GENERAL FUND	POLICE DEPARTMENT	7.00
2/05/21	GALLS	CAPTAIN BARS	GENERAL FUND	POLICE DEPARTMENT	5.39
2/05/21	GALLS	UNIFORM PANTS	GENERAL FUND	POLICE DEPARTMENT	201.00
2/05/21	GALLS	UNIFORM STRIPES AND ALTERA	GENERAL FUND	POLICE DEPARTMENT	90.15
2/05/21	GALLS	CORPORAL STRIPES	GENERAL FUND	POLICE DEPARTMENT	3.98
2/05/21	GALLS	VELCRO STRIPES	GENERAL FUND	POLICE DEPARTMENT	11.96
2/05/21	GALLS	ALTERATIONS	GENERAL FUND	POLICE DEPARTMENT	149.21
2/05/21	GALLS	DUTY BOOTS	GENERAL FUND	POLICE DEPARTMENT	132.96
2/05/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	671.98
2/05/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	160.00
2/05/21	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	794.03
2/05/21	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	127.96
2/05/21	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	6,832.68
2/05/21	ELEVON INC	CC FEES 5424	WATER FUND	WATER DEPARTMENT	78.01
2/05/21	ELEVON INC	CC FEES 5425	WATER FUND	WATER DEPARTMENT	85.01
2/05/21	ELEVON INC	CC FEES 6116	WATER FUND	WATER DEPARTMENT	449.60
2/05/21	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	127.96
2/05/21	GT DISTRIBUTORS, INC.	FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	6,407.27
2/05/21	SCHULTZ & CO LANDSCAPES	LANDSCAPING - BENT OAK	CAPITAL REPLACEMEN	PUBLIC WORKS	25,106.00
2/05/21	ALAMO CONCRETE PRODUCTS CO	CONCRETE-DRAINAGE PROJ	CAPITAL REPLACEMEN	PUBLIC WORKS	2,190.00
2/05/21	ALAMO CONCRETE PRODUCTS CO	CONCRETE - DRAINAGE PROJ	CAPITAL REPLACEMEN	PUBLIC WORKS	9,307.50
2/09/21	ACH***USPS	ACH***USPS	WATER FUND	WATER DEPARTMENT	230.30
2/10/21	ACH***NEIGHBORHOOD NEWS	RR FEBRUARY	GENERAL FUND	CITY ADMINISTRATION	772.25
2/10/21	ACH***SAFESITE, INC.	DOCUMENT STORAGE	GENERAL FUND	CITY ADMINISTRATION	200.00
2/10/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	358.80
2/10/21	ACH***TYLER TECHNOLOGIES	BRAZOS MAINTENANCE YRLY	GENERAL FUND	POLICE DEPARTMENT	2,068.15

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/10/21	ACH***TYLER TECHNOLOGIES	CLARK NETHRES-PUBLIC SAFET	GENERAL FUND	POLICE DEPARTMENT	520.00-
2/10/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	POLICE DEPARTMENT	2,931.57
2/10/21	ACH***LEXISNEXIS RISK SOLUTIONS	MONTHLY INVESTIGATION TOOL	GENERAL FUND	POLICE DEPARTMENT	33.00
2/10/21	ACH***MICHAEL D. HARRISON	ANIMAL CONTROL	GENERAL FUND	POLICE DEPARTMENT	1,000.00
2/10/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	WATER FUND	WATER DEPARTMENT	62.43
2/10/21	FIRST NATIONAL BANK TEXAS	PRINCIPAL 2018 REFUNDING W	WATER FUND	DEBT SERVICE	44,182.50
2/10/21	FIRST NATIONAL BANK TEXAS	INTEREST 2018 REFUNDING WA	WATER FUND	DEBT SERVICE	3,717.55
2/10/21	BOK FINANCIAL	PRINCIPAL 2017 REFUNDING	WATER FUND	DEBT SERVICE	70,000.00
2/10/21	BOK FINANCIAL	INTEREST 2017 REFUNDING	WATER FUND	DEBT SERVICE	32,850.00
2/10/21	BOK FINANCIAL	BOND AGEN FEES	WATER FUND	DEBT SERVICE	200.00
2/10/21	FIRST NATIONAL BANK TEXAS	PRINCIPAL 2018 REFUNDING	DEBT SERVICE FUND	DEBT SERVICE	170,817.50
2/10/21	FIRST NATIONAL BANK TEXAS	INTEREST 2018 REFUNDING C	DEBT SERVICE FUND	DEBT SERVICE	14,372.70
2/19/21	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	12,933.19
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,702.44
2/19/21	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	89,346.94
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	241.55
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	30.30
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	141.72
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	633.65
2/19/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	655.22
2/19/21	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	831.93
2/19/21	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	133.94
2/19/21	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	7,128.22
2/19/21	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	133.94
2/20/21	ACH***SAN ANTONIO EXPRESS NEWS	LEGAL NOTICE	GENERAL FUND	CITY ADMINISTRATION	138.75
2/20/21	ACH***PITNEY BOWES - PURCHASE POWER	POSTAGE REFILL	GENERAL FUND	CITY ADMINISTRATION	500.00
2/20/21	ACH***PITNEY BOWES - PURCHASE POWER	POSTAGE REFILL FEE	GENERAL FUND	CITY ADMINISTRATION	3.50
2/20/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
2/20/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
2/20/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
2/20/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
2/20/21	ACH***BARCOM TECHNOLOGY	CONTRACT FEES MARCH	GENERAL FUND	CITY ADMINISTRATION	2,002.00
2/20/21	ACH***BARCOM TECHNOLOGY	BACK UP FEES MARCH	GENERAL FUND	CITY ADMINISTRATION	906.95
2/20/21	ACH***BARCOM TECHNOLOGY	E FILE BACK UP MARCH	GENERAL FUND	CITY ADMINISTRATION	163.68
2/20/21	ACH***BARCOM TECHNOLOGY	SYNOLOGY BACKU[P	GENERAL FUND	CITY ADMINISTRATION	1,091.35
2/20/21	ACH***BARCOM TECHNOLOGY	SYNOLOGY BACKU[P	GENERAL FUND	CITY ADMINISTRATION	660.00
2/20/21	ACH***BOJORQUEZ LAW FIRM	MEETINGS	GENERAL FUND	CITY ADMINISTRATION	595.00
2/20/21	ACH***BOJORQUEZ LAW FIRM	LAND USE	GENERAL FUND	CITY ADMINISTRATION	765.00
2/20/21	ACH***BOJORQUEZ LAW FIRM	PARKS	GENERAL FUND	CITY ADMINISTRATION	612.00
2/20/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	51.18
2/20/21	ACH***UNIFIRST	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.18
2/20/21	ACH***TYLER TECHNOLOGIES	TICKET WRITER PRINTER	GENERAL FUND	POLICE DEPARTMENT	619.00
2/20/21	ACH***KFW ENGINEERS	PLATTING	GENERAL FUND	DEVELOPMENT SERVICES	300.00
2/20/21	ACH***BRUCE C. BEALOR	PERMIT INSPECTIONS/ REVIEW	GENERAL FUND	DEVELOPMENT SERVICES	4,700.00
2/20/21	ACH***USPS	POSTAGE UTILITY BILLS-JAN	WATER FUND	WATER DEPARTMENT	237.96
2/20/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	51.18
2/20/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	51.18
2/22/21	TX CSDU	CASE ID# 0014090289	GENERAL FUND	NON-DEPARTMENTAL	603.31
2/22/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,282.53
2/22/21	AMAZON.COM SERVICES INC	LASER POINTERS	GENERAL FUND	CITY COUNCIL	39.98
2/22/21	BIZDOC, INC.	COPIER FEES JANUARY	GENERAL FUND	CITY ADMINISTRATION	198.57

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/22/21	INTRUDER ALERT SYSTEMS	REPAIR DOORS IN CH	GENERAL FUND	CITY ADMINISTRATION	130.00
2/22/21	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	37.50
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	42.63
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	23.00
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	65.40
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	56.34
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	73.49
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	17.65
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	73.49
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	52.01
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	7.99
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	79.79
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	10.69
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	1.36
2/22/21	OFFICE DEPOT	OFFICE SUPPILES	GENERAL FUND	CITY ADMINISTRATION	80.68
2/22/21	OFFICE DEPOT	PD BATHROOM TRASHCAN	GENERAL FUND	CITY ADMINISTRATION	90.00
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	87.44
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,478.16
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	31.40
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.24
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	596.08
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.17
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,978.05
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	280.19
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	20.65
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.95
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	232.36
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.75
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.79
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	24.89
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.69
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.49
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.77
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	13.02
2/22/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	13.51
2/22/21	EWING IRRIGATION SYSTEMS	BACKFLOW ITEMS, HERBICIDE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	77.36
2/22/21	SAFELANE TRAFFIC SUPPLY LLC	STREET SIGNS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	84.00
2/22/21	SAFELANE TRAFFIC SUPPLY LLC	PAVEMENT MARKERS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,010.00
2/22/21	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
2/22/21	TEXAS DEPT. OF MOTOR VEHICLES	SALVAGE TITLE REQUEST	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2.00
2/22/21	CLEAN SCAPES, LP	CH LANDSCAPING - FEB	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	552.58
2/22/21	FERGUSON WATERWORKS	UNIFORM	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	29.99
2/22/21	CITY OF SHAVANO PARK WATER DEPT.	CITY OF SHAVANO PARK WATER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	40.39
2/22/21	CITY OF SHAVANO PARK WATER DEPT.	CITY OF SHAVANO PARK WATER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,220.71
2/22/21	TEXAS MED CLINIC	THORPE	GENERAL FUND	FIRE DEPARTMENT	295.00
2/22/21	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	45.50
2/22/21	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	67.04
2/22/21	RALPH N. TERPOLILLI	MEDICAL DIRECTION	GENERAL FUND	FIRE DEPARTMENT	450.00
2/22/21	AMAZON.COM SERVICES INC	ELECTRONIC DOOR LOCK	GENERAL FUND	FIRE DEPARTMENT	852.57
2/22/21	AMAZON.COM SERVICES INC	ELECTRONIC DOOR LOCK	GENERAL FUND	FIRE DEPARTMENT	860.03
2/22/21	IH-10 WEST TACTICAL FIREARMS LLC	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	273.70
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	13.60
2/22/21	METRO FIRE APARATUS SPECIALISTS INC.	STRUCTURAL FF HOODS	GENERAL FUND	FIRE DEPARTMENT	1,800.00
2/22/21	CITY OF SHAVANO PARK WATER DEPT.	CITY OF SHAVANO PARK WATER	GENERAL FUND	FIRE DEPARTMENT	125.71
2/22/21	AT&T MOBILITY	CELLS, MDTs, TICKETERS	GENERAL FUND	POLICE DEPARTMENT	204.20

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/22/21	AT&T MOBILITY	CELLS, MDTs, TICKETERS	GENERAL FUND	POLICE DEPARTMENT	796.96
2/22/21	BIZDOC, INC.	COPIER FEES JANUARY	GENERAL FUND	POLICE DEPARTMENT	104.03
2/22/21	BELDEN'S AUTOMOTIVE	TRANSMISSION UNIT 519	GENERAL FUND	POLICE DEPARTMENT	6,223.25
2/22/21	CON 10GENCY CONSULTING	SABA GEAR	GENERAL FUND	POLICE DEPARTMENT	31.25
2/22/21	NARDIS GUN CLUB	HAND GUN FOR CHIEF	GENERAL FUND	POLICE DEPARTMENT	475.00
2/22/21	SORCERERS APPRINTICE	BIZ CARDS FOR CAPTAIN	GENERAL FUND	POLICE DEPARTMENT	52.00
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	104.96
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	67.96
2/22/21	OFFICE DEPOT	TONER	GENERAL FUND	POLICE DEPARTMENT	65.44
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	82.02
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	164.04
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	69.60
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	79.60
2/22/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	162.47
2/22/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	12.05
2/22/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	8.75
2/22/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	68.75
2/22/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	4,153.30
2/22/21	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER FEB 202	WATER FUND	WATER DEPARTMENT	3,753.88
2/22/21	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER FEB 2021	WATER FUND	WATER DEPARTMENT	2,552.64
2/22/21	EWING IRRIGATION SYSTEMS	BACKFLOW ITEMS, HERBICIDE	WATER FUND	WATER DEPARTMENT	291.60
2/22/21	ADVANCED WATER WELL TECHNOLOGIES	WELL # 5 PUMP REPAIR	WATER FUND	WATER DEPARTMENT	375.00
2/22/21	ADVANCED WATER WELL TECHNOLOGIES	WELL # 6 PUMP REPAIR	WATER FUND	WATER DEPARTMENT	1,360.18
2/22/21	TRAC-N- TROL INC	SCADA ANNUAL SUPPORT	WATER FUND	WATER DEPARTMENT	2,339.25
2/22/21	SAN ANTONIO RIVER AUTHORITY	RWRDG PARTICIPANT FEES	WATER FUND	WATER DEPARTMENT	100.00
2/22/21	SAN ANTONIO RIVER AUTHORITY	RWA ANNUAL DUES	WATER FUND	WATER DEPARTMENT	200.00
2/22/21	TEXAS EXCAVATION SAFETY SYSTEM	LOCATING TICKETS 45	WATER FUND	WATER DEPARTMENT	42.75
2/22/21	OFFICE DEPOT	OFFICE SUPPLIES	WATER FUND	WATER DEPARTMENT	53.68
2/22/21	ROCKY HILL EQUIPMENT RENTALS	RENTAL OF ROCKSAW	WATER FUND	WATER DEPARTMENT	524.01
2/22/21	FERGUSON WATERWORKS	WORKBOOTS	WATER FUND	WATER DEPARTMENT	481.52
2/22/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	239.40
2/22/21	FERGUSON WATERWORKS	RISERS	WATER FUND	WATER DEPARTMENT	247.24
2/22/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	1,980.41
2/22/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	1,265.69
2/22/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	860.57
2/22/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	1,122.62
2/22/21	CITY OF SHAVANO PARK WATER DEPT.	CITY OF SHAVANO PARK WATER	WATER FUND	WATER DEPARTMENT	40.39
2/22/21	POLLUTION CONTROL SERVICES	WATER ANALYSIS	WATER FUND	WATER DEPARTMENT	58.00
2/22/21	BIG TEX TRAILERWORLD	2021 TILT TRAILER	CAPITAL REPLACEMEN	PUBLIC WORKS	6,288.34
2/26/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	131.58
2/26/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	131.58
2/26/21	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	301.08
2/26/21	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	301.08
2/26/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	403.13
2/26/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	403.13
2/26/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - SPOUSE BUY D	GENERAL FUND	NON-DEPARTMENTAL	274.38
2/26/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - SPOUSE BUY D	GENERAL FUND	NON-DEPARTMENTAL	182.92
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	25.99
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	25.99
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	496.86
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	496.86
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL	38.42
2/26/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL	38.42
2/26/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL	128.83
2/26/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL	128.83
2/26/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	693.68

DATE	VENDOR NAME			DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	693.68
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL	661.10
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL	661.10
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	NON-DEPARTMENTAL	74.28
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL	61.25
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL	58.23
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	287.69
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	287.70
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	50.40
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	43.20
2/26/21	ACH***TML	MULTISTATE	IEBP	ADJUSMENTS FEB 2021	GENERAL FUND	NON-DEPARTMENTAL	1,022.12
2/26/21	ACH***TML	MULTISTATE	IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL	916.77
2/26/21	ACH***TML	MULTISTATE	IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL	898.26
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	7.22
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	7.22
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL	226.55
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL	233.45
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	76.01
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	76.01
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 - SPOUSE BUY D	GENERAL FUND	CITY ADMINISTRATION	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 - SPOUSE BUY D	GENERAL FUND	CITY ADMINISTRATION	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION	298.35
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION	151.07
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION	4.65
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION	2.36
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION	18.30
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION	9.26
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	42.64
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	42.64
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	57.03
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	57.03
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION	5.55
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION	4.63
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	14.65
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	13.21
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	2.93
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	2.93
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	10.14
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	8.47
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	10.14
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	10.14
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.26
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.26
2/26/21	ACH***TML	MULTISTATE	IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	87.75

DATE	VENDOR NAME			DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/26/21	ACH***TML	MULTISTATE	IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	87.75
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	186.94
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	186.94
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	116.08
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	116.08
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	152.23
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	152.23
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	73.64
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	157.55
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	157.55
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1.15
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	4.52
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.59
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.59
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.13
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.13
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.43
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.89
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.76
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.48
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.10
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.93
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.17
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.17
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	239.37
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	239.37
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	63.63
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	63.63
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	186.93
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	186.93
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	116.07
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	116.07
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,356.16
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,356.16
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,067.84
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,201.32
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	142.20
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	156.42
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	22.20
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	24.05

DATE	VENDOR NAME			DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	38.09
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	41.02
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	33.80
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	37.18
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
2/26/21	ACH***TML	MULTISTATE	IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	606.00
2/26/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	773.07
2/26/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	773.07
2/26/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	135.93
2/26/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	135.93
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	239.37
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	239.37
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	63.63
2/26/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	63.63
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	186.93
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	186.93
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	116.07
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	116.07
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	895.05
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	895.05
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,017.12
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,017.12
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	303.00
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	POLICE DEPARTMENT	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	POLICE DEPARTMENT	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	13.95
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	13.95
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	800.88
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	800.88
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	POLICE DEPARTMENT	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	POLICE DEPARTMENT	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	142.20
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	142.20
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	29.60
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	31.45
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.95
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.95
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	40.56
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	40.56
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	38.05
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	38.05
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	94.60
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	94.60

DATE	VENDOR NAME			DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	WATER FUND	NON-DEPARTMENTAL	3.02
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.51
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.50
2/26/21	ACH***TML	MULTISTATE	IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	188.45
2/26/21	ACH***TML	MULTISTATE	IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	206.96
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	11.62
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	11.62
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.01
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.01
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN EE ONLY	WATER FUND	WATER DEPARTMENT	2.82
2/26/21	ACH***TML	MULTISTATE	IEBP	PLAN EE ONLY	WATER FUND	WATER DEPARTMENT	2.82
2/26/21	ACH***TML	MULTISTATE	IEBP	2 EMP-HRA FUNDS	WATER FUND	WATER DEPARTMENT	1.17
2/26/21	ACH***TML	MULTISTATE	IEBP	2 EMP-HRA FUNDS	WATER FUND	WATER DEPARTMENT	1.17
2/26/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	257.69
2/26/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	257.69
2/26/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	45.31
2/26/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	45.31
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	186.92
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	186.92
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	116.06
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	116.06
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	150.77
2/26/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	150.77
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	WATER FUND	WATER DEPARTMENT	73.64
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	169.52
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	145.45
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	145.45
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 CHILD-HSA FUN	WATER FUND	WATER DEPARTMENT	1.14
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	133.48
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE CHILD	WATER FUND	WATER DEPARTMENT	4.52
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.73
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.73
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.51
2/26/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.51
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.37
2/26/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.83
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	2.96
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	3.68
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
2/26/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	6.80
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	7.64
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.04
2/26/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.04
2/28/21	ACH***COLONIAL	SUPPLEMENTAL	INS	ADJUSTMENT FEB 2021	GENERAL FUND	NON-DEPARTMENTAL	71.40-
2/28/21	ACH***COLONIAL	SUPPLEMENTAL	INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	530.23
2/28/21	ACH***COLONIAL	SUPPLEMENTAL	INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	458.83
2/28/21	ACH***COLONIAL	SUPPLEMENTAL	INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	643.01
2/28/21	ACH***COLONIAL	SUPPLEMENTAL	INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	643.01
2/28/21	ACH***TMRS			EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	8,211.56
2/28/21	ACH***TMRS			EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	8,528.48
2/28/21	ACH***AFLAC			AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	171.74

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/28/21	ACH***AFLAC	AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	163.25
2/28/21	ACH***AFLAC	AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	252.99
2/28/21	ACH***AFLAC	AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	252.99
2/28/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	215.39
2/28/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	213.05
2/28/21	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
2/28/21	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
2/28/21	TIME WARNER CABLE	CABLE TV	GENERAL FUND	CITY ADMINISTRATION	191.14
2/28/21	TIME WARNER CABLE	TV/ INTERNET	GENERAL FUND	CITY ADMINISTRATION	1,191.67
2/28/21	AT&T	PHONE/FAX/DISPATCH	GENERAL FUND	CITY ADMINISTRATION	141.54
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,560.25
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,451.56
2/28/21	ACH***NEIGHBORHOOD NEWS	MARCH ROADRUNNER	GENERAL FUND	CITY ADMINISTRATION	772.25
2/28/21	JANI KING OF SAN ANTONIO	JANITORIAL SVC JANUARY	GENERAL FUND	CITY ADMINISTRATION	672.77
2/28/21	DRAGO INVESTMENTS LTD	PEGGY STONE RETIREMENT	GENERAL FUND	CITY ADMINISTRATION	39.32
2/28/21	ACH***ORKIN, INC.	PEST CONTROL	GENERAL FUND	CITY ADMINISTRATION	124.06
2/28/21	AT&T	PHONE/FAX/DISPATCH	GENERAL FUND	MUNICIPAL COURT	155.23
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	291.46
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	291.46
2/28/21	DEWINNE EQUIPMENT CO.	MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	243.47
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,200.26
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,398.71
2/28/21	MCE TECHNOLOGY LLC	TAR/ASPHALT REMOVER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	199.00
2/28/21	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	537.06
2/28/21	BLADES GROUP LLC	PEST CONTROL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	744.00
2/28/21	NORTHERN TOOL AND EQUIPMENT CO.	PRESSURE WASHER AND HOSES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	813.91
2/28/21	DRAGO INVESTMENTS LTD	PEGGY STONE RETIREMENT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	39.32
2/28/21	AT&T	PHONE/FAX/DISPATCH	GENERAL FUND	FIRE DEPARTMENT	165.23
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	5,646.30
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	6,359.69
2/28/21	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	431.33
2/28/21	SIDDONS-MARTIN EMERGENCY GRP	HYDRAULIC PUMP	GENERAL FUND	FIRE DEPARTMENT	2,807.76
2/28/21	MICHAEL SWOBODA	WORK BOOTS	GENERAL FUND	FIRE DEPARTMENT	136.38
2/28/21	NORTHERN TOOL AND EQUIPMENT CO.	REPLACEMENT BATTERY CHGR	GENERAL FUND	FIRE DEPARTMENT	174.99
2/28/21	AT&T	PHONE/FAX/DISPATCH	GENERAL FUND	POLICE DEPARTMENT	124.32
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	6,666.17
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	6,494.61
2/28/21	SHAVANO PARK, PETTY CASH	VEH REGISTRATION	GENERAL FUND	POLICE DEPARTMENT	9.50
2/28/21	SHAVANO PARK, PETTY CASH	WALMART. EVIDENCE	GENERAL FUND	POLICE DEPARTMENT	8.25
2/28/21	SORCERERS APPRINTICE	LEAVE REQUEST FORMS	GENERAL FUND	DEVELOPMENT SERVICES	243.00
2/28/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	39.76
2/28/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	39.76
2/28/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	61.14
2/28/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	61.14
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	632.76
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	661.77
2/28/21	SMITH, KIMPTON	1-0042-08	WATER FUND	NON-DEPARTMENTAL	250.00
2/28/21	GARCIA, ALICE	1-0100-01	WATER FUND	NON-DEPARTMENTAL	250.00
2/28/21	NAVARRETTE, CATHERIN	1-0124-02	WATER FUND	NON-DEPARTMENTAL	250.00
2/28/21	KRUGER, JEFF	1-0527-01	WATER FUND	NON-DEPARTMENTAL	250.00
2/28/21	GOLDBERG, DAVID	1-0732-01	WATER FUND	NON-DEPARTMENTAL	250.00
2/28/21	ACH***AFLAC	AFLAC - AFTER TAX	WATER FUND	NON-DEPARTMENTAL	8.49
2/28/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	35.22
2/28/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	37.56
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,260.96
2/28/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,318.78

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
2/28/21	ADVANCED WATER WELL TECHNOLOGIES	REPAIR: PUMP ALTERNATOR	WATER FUND	WATER DEPARTMENT	1,976.10
2/28/21	SUN COAST RESOURCES, INC	FLEET FUEL	WATER FUND	WATER DEPARTMENT	282.66
2/28/21	ACH***BILL RHODES & SON LLC	WELL REPAIRS	WATER FUND	WATER DEPARTMENT	500.00
2/28/21	ACH***BILL RHODES & SON LLC	WELL REPAIRS	WATER FUND	WATER DEPARTMENT	500.00
2/28/21	ACH***BILL RHODES & SON LLC	WELL REPAIRS	WATER FUND	WATER DEPARTMENT	1,650.00
2/28/21	ACH***BILL RHODES & SON LLC	WELL REPAIRS	WATER FUND	WATER DEPARTMENT	1,650.00
2/28/21	POWERHOUSE ENERGY RENTALS LLC	GENERATOR RENTAL	WATER FUND	WATER DEPARTMENT	1,837.00
2/28/21	DRAGO INVESTMENTS LTD	PEGGY STONE RETIREMENT	WATER FUND	WATER DEPARTMENT	39.31
2/28/21	ACH***BADGER METER, INC.	FREIGHT INVOICE 1383593	WATER FUND	WATER DEPARTMENT	117.13
2/28/21	ACH***BADGER METER, INC.	WATER METERS	WATER FUND	WATER DEPARTMENT	28,858.24
2/28/21	ACH***BADGER METER, INC.	WATER METERS	WATER FUND	WATER DEPARTMENT	6,457.72
2/28/21	POSITIVE PROMOTIONS	PROMO GIVE AWAYS	CRIME CONTROL DIST	POLICE DEPARTMENT	673.72
2/28/21	GT DISTRIBUTORS, INC.	FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	2,943.60
2/28/21	SHAVANO PARK, PETTY CASH	WALMART. FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	131.18
				TOTAL:	847,742.66

===== FUND TOTALS =====		
10	GENERAL FUND	365,941.74
20	WATER FUND	243,563.11
30	DEBT SERVICE FUND	185,190.20
40	CRIME CONTROL DISTRICT	10,155.77
70	CAPITAL REPLACEMENT FUND	42,891.84

GRAND TOTAL:		847,742.66

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF SHAVANO PARK
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 2/01/2021 THRU 2/28/2021

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Date
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

**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 CoSP, Texas will conduct a Regular Meeting on Monday, February 22, 2021 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers.

**SUPPLEMENTAL NOTICE OF MEETING BY LIVESTREAM / TELEPHONE
CONFERENCE:**

**THIS MEETING WILL BE A LIMITED TO APPROXIMATELY 10 IN-
PERSON ATTENDEES IN ORDER TO MAINTAIN SOCIAL
DISTANCING.**

In accordance with Order of the Office of the Governor issued March 16th, 2020, the governor has suspended various provisions of the Open Meetings Act pursuant to his state disaster authority, which now authorize the participation of a meeting by live-video stream or telephone. The City of Shavano Park will conduct the Regular Meeting on Monday, January 25, 2021 at 6:30 p.m. at 900 Saddletree Court, Shavano Park Council Chambers in part by Livestream / telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) and slow down the spread of the Coronavirus (COVID-19).

Livestream Participation. The livestream available via the YouTube website or app from your computer, tablet or smartphone at: https://youtu.be/5dvR_ZPBWAI

Telephone Participation. The public toll-free dial-in number to participate in the telephonic meeting is 1-877-853-5247 and requires access code 954-9685-6990. The Livestream / telephone conference will be available to join at 6:00 p.m. (30 minutes prior to the meeting). If you have issues accessing Telephone Participation or Livestream, please call City Secretary 210-581-1116.

The public will be permitted to offer comments telephonically as provided by the agenda during Citizen’s to be Heard. Citizens who want to speak during this period, should sign up to speak prior to the beginning of the meeting by stating their intent and providing Name, Address, and Topic to be addressed. Follow the guidelines under agenda item 3. If unable to participate in the meeting, you may submit public comments by email to citysecretary@shavanopark.org

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:35p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Kautz

Mayor Pro Tem Ross

Alderman Powers – left council meeting at 7:45pm

Alderman Kuykendall

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman powers led the Pledge of Allegiance to the Flag.

Mayor Werner led the Invocation.

3. CITIZENS TO BE HEARD

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

4. CITY COUNCIL COMMENTS

City Council thanked Public Works, Fire / EMS, and Police for exemplary service at a recent winter storm.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - Recognition of Peggy Stone, Public Works Office Manager for exceptional service and leadership to the City of Shavano Park from October 2000 through February 2021

Mayor Werner read the proclamation, and Peggy Stone was recognized for her service and leadership.

5.2. Presentation - Nancy Tabares, City Public Service Energy (CPS) Local Government Liaison to Shavano Park

Melissa Cox from CPS Energy introduced Nancy Tabares to council as the new Shavano Park Local Government Liaison.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action – Events and actions resulting from the Winter Weather Storm event - City Manager.

City Manager Bill Hill reviewed and discussed with City Council, regarding the City's preparedness (Public Works, Police, Fire, Admin) and possible future initiatives as well as areas that our residents may need in terms of assistance an After-Action Review will be completed and presented to City Council.

6.2. Presentation - Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities

Laddie Denton and Darly Lange presented the Residential and Commercial Development Semi-annual Presentation.

6.3. Discussion / action - Scheduling consideration for the City Sponsored Event Arbor Earth Day - City Manager

City Council consensus was to host limited Arbor / Earth Day on April 17th and that the City Manager will develop a plan

6.4. Approval - Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restrooms.

Alderman Colemere made a motion to approve Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restrooms as modified by the City Manager,

Alderman Kautz seconded the motion.

Alderman Colemere made an amendment to his motion to add “as modified by the City Manager”.

Alderman Kautz seconded the amended motion.

The amended motion to approve Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restrooms as modified by the City Manager carried with the following vote: AYES: 4; (Alderman Kautz, Colemere, Kuykendall, and Mayor Pro Tem Ross); NAYES: 0

6.5 Approval - Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (final reading) - City Manager.

Alderman Colemere made a motion to approve Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (final reading)

Alderman Kuykendall seconded the motion.

The motion to approve Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (final reading) carried with the following vote: AYES: 4; (Alderman Kautz, Colemere, Kuykendall, and Mayor Pro Tem Ross); NAYES: 0

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 Report

8. 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.

8.1. Approval - City Council Minutes, January 25, 2020

8.2. Accept - Planning and Zoning Commission Minutes, December 2, 2020

8.3. Approval - Ordinance O-2021-001 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open parking of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance (final reading)

8.4. Accept - Quarterly Investment Report, three months ending December 31, 2020.

8.5. Approval – Resolution R-2021-005 amending the City of Shavano Park Investment Policy

Alderman Kautz made a motion to approve Consent Agenda Items 8.1 - 8.5 as presented.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Consent Agenda Items 8.1 8.5 as presented carried with a unanimous vote.

9. ADJOURNMENT

Alderman Colemere made a motion to adjourn the meeting.

Mayor Pro Tem Ross seconded the motion.

The meeting adjourned at 8:44 p.m.

Robert Werner
Mayor

Trish Nichols
City Secretary

Minutes

In accordance with Order of the Office of the Governor issued March 16th, 2020, the governor has suspended various provisions of the Open Meetings Act pursuant to his state disaster authority, which now authorize the participation of a meeting by live-video stream or telephone. The City of Shavano Park will conduct the Regular Meeting on Wednesday, February 3, 2020 at 6:30 p.m. at 900 Saddletree Court, Shavano Park Council Chambers in part by Livestream / telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) and slow down the spread of the Coronavirus (COVID-19).

Livestream Participation. The livestream available via the YouTube app or website from your computer, tablet or smartphone at: <https://youtu.be/l6YWHn7cpnc>

Telephone Participation. The public toll-free dial-in number to participate in the telephonic meeting is 1-833-548-0282 and requires access code 913-4733-7879. The Livestream / telephone conference will be available to join at 6:00 p.m. (30 minutes prior to the meeting). If you have issues accessing Telephone Participation or Livestream, please call City Secretary Trish Nichols at 210-581-1116.

The public will be permitted to offer comments telephonically as provided by the agenda during Citizen’s to be Heard. Citizens who want to speak during this period, should sign up to speak prior to the beginning of the meeting by stating their intent and providing Name, Address, and Topic to be addressed. Follow the guidelines under agenda item 3. If unable to participate in the meeting, you may submit public comments by email to tnichols@shavanopark.org.

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

1. **Call to order**

Chairman Aleman called the meeting to order at 6:30 p.m.

PRESENT:

ABSENT:

Albert Aleman

Carla Laws

Kerry Dike

Michael Janssen

Jason Linahan

Bill Simmons

Shawn Fitzpatrick

William Stipek

Damon Perrin

2. Vote under Section 36-69 of the Shavano Park City Code (“Code”) concerning a finding that each of the items following item 2 on the agenda are “planning issues” or otherwise prescribed Planning & Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.

A motion made by Commissioner Linahan and a second made by Commissioner Stipek, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

3. **Citizens to be Heard.**

No one signed up to address the Planning & Zoning Commission.

4. **Consent Agenda:**

A. Approval - Planning & Zoning Commission minutes, December 2, 2020.

A motion was made by Commissioner Law and a second made by Commissioner Dike, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the Planning & Zoning Commission Meeting Minutes, December 2, 2020 as presented. The motion carried.

5. Presentation / discussion - Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities

Laddie Denton and Darly Lange presented the residential and commercial Residential Development Semi-annual Presentation.

Commissioner Janssen previously sent questions to the presenters Laddie Denton and Darly Lange answers were addressed during the presentation.

6. Report / update - City Council items considered at previous City Council meetings and discussion concerning the same - City Manager
City Manager Hill provided an overview of items considered at the previous City Council Meeting

7. **Chairman Announcements:**

- A. Advise members to contact City staff to add new or old agenda items.
- B. Advise members of pending agenda items, as follows:
 - i. Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding proposed amendments to the City of Shavano Park Code of Ordinances, Chapter 36 regarding MXD & PUD site plan approval to comply with House Bill 3167 from the 86th Texas Legislature
 - ii. Discussion / action - Amendments to Chapter 36 regarding MXD & PUD site plan approval to comply with the 30-day shot clocks from Texas Legislature - City Manager

8. **Adjournment**

Upon a motion made by Commissioner Dike and a second made by Commissioner Janssen, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to adjourn the meeting at 7:21pm.

Albert Aleman
Chairman

Trish Nichols
City Secretary