

**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, May 18, 2020 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 CLOSED TO IN-PERSON ATTENDANCE BY
THE PUBLIC.**

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, May 18, 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 GoToMeeting website from your computer, tablet or smartphone at: <https://youtu.be/HWccxhMQk3A>

Telephone Participation. The public toll-free dial-in number to participate in the telephonic meeting is 1-866-899-4679 and requires access code 740-831-693. 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 Zina Tedford at 210-787-0366.**

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 ztedford@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. Presentation - Ald. Heintzelman for his leadership and dedication to the citizens of Shavano Park**

6. REGULAR AGENDA ITEMS

- 6.1. Oath of Office - Newly Elected Officials - Mayor Werner**
- 6.2. Discussion / action - Appointment of Mayor Pro Tem - City Council**
- 6.3. Discussion / action - Accept Konrad Kuykendall's resignation from the Planning & Zoning Commission; consider appointment to fill vacancy- City Manager / Chairman Aleman**
- 6.4. Presentation / discussion - Update on study results concerning potential future drainage improvements - City Engineer**
- 6.5. Discussion / Action - Board of Adjustment Policy and Procedures - Mayor Pro Tem Ross**
- 6.6. Discussion / Action - Coronavirus Update - City Manager**
- 6.7. Discussion / Action - Ordinance O-2020-009 considering an action extending a declaration of local disaster and public health emergency issued on March 23, 2020 by Mayor Bob Werner, and the corresponding addendums issued on March 30, 2020 and April 27, 2020 until June 22, 2020 to continue active preparedness and response for COVID-19 contingencies - City Manager**
- 6.8. Discussion / Action - Ordinance O-2020-002 amending the City of Shavano Park Code of Ordinances, Chapter 24: Signs to clarify requirements within Sign Ordinance. Possible Executive Session pursuant to Texas Government Code, § 551.071, Consultation with Attorney (final reading) - City Manager**
- 6.9. Discussion / Action - Use of Consultant for Salary Study - Mayor Pro Tem Ross**
- 6.10. Discussion / Action – Update and selection of new Water Meters for future replacement - City Manager / Public Works Director**
- 6.11. Annual Budget Calendar - City Manager / Finance Director**

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, April 27, 2020**
- 8.2. Accept – Quarterly Investment Report, quarter ended March 31, 2020**
- 8.3. Approval - Resolution R-2020-011 by the City Council of the City of Shavano Park, Texas appointing members to the Board of Directors of the City of Shavano Park, Texas Higher Education Facilities Corporation; and other matters in connection therewith**
- 8.4. Approval – Resolutions R-2020-013 approving the Municipal Maintenance Agreement (MMA) between the City of Shavano Park and TxDOT**
- 8.5. Approval – Resolution R-2020-012 appointing Dr. Woo as the Health Authority for the City of Shavano Park in cooperation with the San Antonio Metropolitan Health District.**

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 210-493-3478 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 11th day of May 2020 at 5:10 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
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. **Consideration for municipal tract outdoor bathroom and storage area and approval of contractor to proceed with the project - June**
- b. **Approval of contractor to proceed with drainage projects (three culverts) - City Manager / City Engineer - June**
- c. **Ordinance amending Chapter 36 Zoning regarding the allowed uses of accessory buildings - June**
- d. **Correction of scrivener error in Ordinance 100-12-03 regarding side setback requirements in Willow Wood Planned Unit Development - June**
- e. **Resolution adopting City Policy - City Publications – Open**
- f. **Approval of Financial Account Signatures - Annual June**
- g. **Annual Compensation Review - Annual June Workshop**
- h. **Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- i. **City Council adoption of organizational chart - Annual August**
- j. **Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- k. **Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park - Crime Control & Prevention for FY - Annual September**
- l. **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**
- m. **Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- n. **Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September**
- o. **Selection - Boards, Commissions, and Committees - Annual September**

- p. 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**
- q. Disposal of City Equipment / Furniture - Annual October**
- r. Designation of City of Shavano Park Official Paper - Annual October**
- s. Adoption of Official City Holiday Schedule - Annual November**
- t. Approval of the yearly tax roll - Annual November**
- u. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January / February**
- v. Records Retention Policy - Annual January**
- w. Schedule the Annual City-Wide Garage Sale – Annual January**
- x. Appointment of Council Appointed Positions - Annual January**
- y. Annual Crime Report – Annual January**
- z. Crime Control Prevention District funding placed on ballot - January 2024**
- aa. Street Maintenance Fund funding placed on the ballot - January 2022**
- bb. Revisions to Employee Handbook - Annual February**
- cc. Shavano Park Police Department **20XX** Racial Profiling Report - Annual February**
- dd. City of Shavano Park Investment Policy - Annual February**
- ee. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- ff. FY 2019 - 20 Budget Amendment (Annual February or March)**
- gg. Set City Manager Annual Performance and Salary Review for April – Annual March**
- hh. City Manager Annual Review / Salary for April - Annual April**
- ii. Annual Budget Calendar - Annual May**
- jj. Annual appointment of members to the Higher Education Facilities Corporation Board - Annual May**

kk. Annual update on bond revenue opportunities by Bond Counsel – Annual May

CITY COUNCIL STAFF SUMMARY

Meeting Date: 5-18-2020

Agenda item: 6.

Prepared by: Zina Tedford

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action – Appointment of Mayor Pro Tem - City Council

Attachments for Reference: 1) N/A

BACKGROUND / HISTORY:

As per the City of Shavano Park Code of Ordinances:

Sec. 2-27. - Mayor Pro Tempore.

At the first meeting of each new City Council, or as soon thereafter as practicable, one of the Aldermen shall be elected Mayor Pro Tempore, who shall hold office for one year. In the case of the failure, inability or refusal of the Mayor to act, the Mayor Pro Tempore shall perform the duties of the Mayor. When serving as Mayor as the presiding officer at City Council meetings, the Mayor Pro Tempore shall have the same rights and privileges and shall be entitled to vote on all matters. In the case of absence from the City or the failure, inability, or refusal of both the Mayor and the Mayor Pro Tempore to perform the duties of Mayor, the City Council may, at a City Council meeting, by a vote of three affirmative votes, select an acting Mayor Pro Tempore, who shall serve as Mayor with all the powers and privileges of Mayor until either the Mayor or Mayor Pro Tempore shall resume his duties of office. When such Acting Mayor Pro Tempore is serving as the presiding officer at City Council meetings, he shall have all the powers set forth in this section and in chapter 12, pertaining to elections, and shall be entitled to vote on all matters.

(Ord. No. 4, § 14, 2-20-1989)

DISCUSSION: N/A

COURSES OF ACTION: Appoint a Mayor Pro Tem for a one-year term.

FINANCIAL IMPACT: N/A

MOTION REQUESTED:

CITY COUNCIL STAFF SUMMARY

Meeting Date: 5-18-2020

Agenda item: 6.3

Prepared by: Z. Tedford

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - Accept Konrad Kuykendall's resignation from the Planning & Zoning Commission; consider appointment to fill vacancy- City Manager / Chairman Aleman

X

Attachments for Reference:

- 1) Konrad Kuykendall's resignation from Planning & Zoning Commission
- 2) Resolution R-2020-007
- 2) Board Application Michael Janssen

BACKGROUND / HISTORY: Konrad Kuykendall resigned from the Planning & Zoning Commission on April 27th to serve as Alderman on City Council. The May 2, 2020 General Election was cancelled February 24th - Resolution R-2020-007 and the unopposed candidates were declared elected.

DISCUSSION: Mr. Kuykendall's term would have expired September 2020. In reviewing our 2019 Board application packet, we did not have any additional applicants wishing to serve on the Planning & Zoning Commission. Mr. Janssen submitted an application for consideration to serve on the Planning & Zoning Commission.

COURSES OF ACTION: Appoint Mr. Janssen or provide guidance to staff

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: Appoint Michael Janssen the Planning & Zoning Commission to fill the remainder of the Mr. Kuykendall's term.

Konrad Kuykendall
128 Cliffside Dr.
Shavano Park, Texas 78231

City of Shavano Park
900 Saddletree Ct.
Shavano Park, Texas 78231

To the Mayor, Council and P&Z Commissioner,

Effective today, April 27, 2020, I am resigning from my position on the Shavano Park Planning and Zoning Commission. It has been an honor to serve and I am looking forward to serving on City Council.

Respectfully,

A handwritten signature in cursive script, appearing to read 'Konrad Kuykendall', written in black ink.

Konrad Kuykendall

A RESOLUTION OF THE CITY OF SHAVANO PARK, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 2, 2020 GENERAL CITY ELECTION ELECTED TO OFFICE; CANCELLING THE ELECTION; PROVIDING; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on January 27, 2020, the General City Election was called for May 2, 2020, for the purpose of electing three (3) Aldermen; and

WHEREAS, in accordance with the Texas Election Code, the City Secretary has certified in writing that no person has made a declaration of write-in candidacy, and each candidate on the ballot is unopposed for election to office; and

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Election Code, authorizes the City Secretary to declare the candidates elected to office, and cancel the election; and

WHEREAS, all constitutional and statutory prerequisites for the approve of this resolution have been met, including but limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this resolution to be in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copies in their entirety.

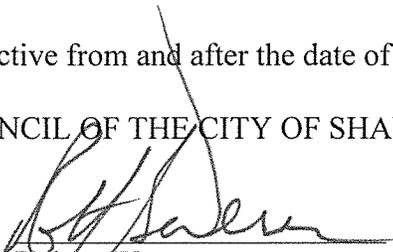
Section 2. The following candidates, who are unopposed in the May 2, 2020 General City Election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

Candidate	Office Sought
Maggi Kautz	Alderman
Lee Powers	Alderman
Konrad Kuykendall	Alderman

Section 3. The May 2, 2020 General City Election is cancelled, and the City Secretary is directed to cause a copy of the Order of Cancellation to be posted during the early voting period and on election day at the designated polling place for the May 2, 2020 General Election.

Section 4. That this resolution shall be effective from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS on this the 24th day of February 2020.


 Robert Werner
 MAYOR


 Zina Tedford
 City Secretary

The City of Shavano Park hereby cancels the General election scheduled to be held on May 2, 2020.

In accordance with Section 2.053(a) of the Texas Election Code, the following candidates have been certified as unopposed and are hereby elected as follows:

El ciudad de Shavano Park por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 4 de mayo 2019 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

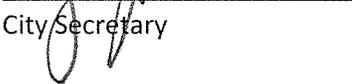
Candidate (Candidato)	Office Sought (Cargo al que presenta candidatura)
Maggi Kautz	Alderman / Concejale
Lee Powers	Alderman/ Concejale
Konrad Kuykendall	Alderman / Concejale

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado in la eleccion.



Mayor



City Secretary

(seal) (sello)

2-24-2020

Date of adoption (Fecha de adopcion)

CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER POLITICAL SUBDIVISIONS (NOT COUNTY)

CERTIFICACION FDE CANDIDATOS UNICOS PARA OTRAS SUBDIVISIONES POLITICAS (NO EN EL CONDADO)

To: Presiding Officer of Governing Body
Al: Presidente de la entidad gobernante

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for the election scheduled to be held on May 2, 2020.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo 2 de mayo 2020

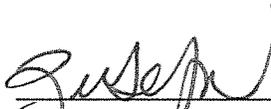
List offices and names of candidates:
Lista de cargos y nombres de los candidatos:

Office(s) Cargo(s)

Candidate(s) Candidato(s)

Alderman/Concejale
Alderman / Concejale
Alderman / Concejale

Maggi Kautz
Lee Powers
Konrad Kuykendall



Signature (Firma)

Zina Tedford

Printed name (Nombre en letra de molde)

City Secretary

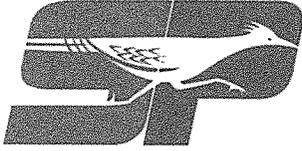
Title (Puesto)

2/21/2020

Date of signing (Fecha de firma)

(Seal) (sello)





City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: MICHAEL JANSSEN Date: 3-10-2020

Home Phone: 210-479-2799 Work or Cell Phone: (optional) [REDACTED]

Home Address: [REDACTED] SHAVANO PARK, TX 78249

Email Address: [REDACTED]

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

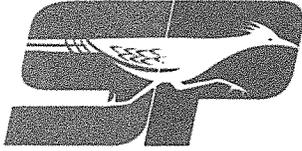
If yes, who and where do they serve? _____

Current or past occupation or area of expertise: CPA - RETIRED

Professional and or community activities: PAST PRZ Commissioner

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

VERY FAMILIAR WITH CITY'S CODE & PRZ RESPONSIBILITIES



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

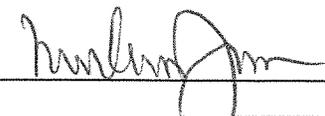
- BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- PLANNING & ZONING COMMISSION (5 Positions)
- WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

PLANNING & ZONING COMMISSION

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: Pr Z

(Signature)  Date 3-10-2020

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

Council action:

If appointed, expiration of term:

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.4

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Presentation / discussion - Update on study results concerning potential future drainage improvements - City Engineer

X

Attachments for Reference: 1) 6.3a Preliminary Engineering Report

BACKGROUND / HISTORY: City staff last made a drainage update to City Council at the August 8, 2018 meeting. An update was provided to Planning & Zoning Commission at the April 3, 2019 meeting. The information below includes updates since August 2018 as well as overview information.

For reference, the KFW Engineering Task Orders are as follows (note Fawn and Cliffside engineering costs were dropped when projects were cancelled).

- **Task Order 4** – Hydrologic analysis, survey and design of culverts on **Fawn** & Chimney Rock
- **Task Order 5** - Hydrologic analysis, survey and design of culverts on Bent Oak, Windmill and **Cliffside**
- **Task Order 6** – Partial survey and Preliminary Engineering Report on Turkey Creek area, Elm Spring area and Ripple Creek / Municipal Tract area.
- **Task Order 11** – Construction Engineering Services for Bent Oak, Windmill and Cliffside culverts

DISCUSSION: **Updates in Yellow.** The status of the drainage areas identified in the Master Drainage Plan are as follows:

- **Area 1 - Kinnan Way berm** - Complete. (2018)
- **Area 2 - Wagon Trail depression pump** – Complete. (2019)
- **Area 3 – Turkey Creek area** – **Preliminary Engineering Report complete.**
- **Area 4.1 – Elm Spring area** – **Preliminary Engineering Report complete.**
- **Area 4.2 – De Zavala / Ripple Creek area** – **Preliminary Engineering Report complete.**
- **Area 5 – Bent Oak clearing** – Complete. (2018)
- **Area 5 – Windmill culvert** – **Out to bid.**
- **Area 5 – Bent Oak culvert** – **Out to bid.**
- **Area 12 – Chimney Rock culvert** – **Out to bid.**

Bent Oak, Chimney Rock and Windmill culvert projects have construction access easement agreements signed with all residents who properties are impacted by the project. The three projects are packaged and currently open for bid (bids closed on May 14). It is anticipated that staff will have a recommended firm for Council to construct the three culverts at the June meeting.

Drainage Costs Breakdown (as of May 4, 2020)			
Engineer Planning	Approved Costs (all budget years)	Expenses in FY20	Total Expenses (all budget years)
KFW Engineering Task Order 4	\$ 60,307.00	\$ 2,500.00	\$ 43,442.21
KFW Engineering Task Order 5	\$ 58,800.00	\$ 810.75	\$ 55,997.01
KFW Engineering Task Order 6	\$ 118,000.00	\$ 75,726.20	\$ 110,138.70
KFW Engineering Task Order 11	\$ 33,500.00	\$ -	\$ -
Engineering costs	\$ 270,607.00	\$ 79,036.95	\$ 209,577.92
Construction			
Bent Oak Clearing	\$ 15,000.00	\$ -	\$ 10,000.00
Windmill culvert	\$ 164,500.00	\$ -	\$ -
Bent Oak culvert	\$ 230,500.00	\$ -	\$ -
Chimney Rock culvert	\$ 183,000.00	\$ -	\$ -
Wagon Trail Depression Pump*	-	\$ 874.30	\$ 20,487.55
Construction costs	\$ 593,000.00	\$ 874.30	\$ 30,487.55
Totals	\$ 863,607.00	\$ 79,911.25	\$ 240,065.47
Approved Projects Remaining Balance	\$ 623,541.53		
Uncommitted to Drainage Projects	\$ 397,411.22		

* Bitterblue recompensated the City \$19,513.25 for the pump installation in FY19

The City has spent \$79,911.25 on drainage projects so far in Fiscal Year 2019-2020 and \$240,065.47 since the start of the drainage projects under the 2017 Master Drainage Plan.

NEW TASK ORDER 6 - Partial survey and Preliminary Engineering Report on Turkey Creek area, Elm Spring area and Ripple Creek / Municipal Tract area

This Task Order is City Engineer's Preliminary Engineering Report on the three largest projects in identified the 2017 Master Drainage Plan. In the 2017 report, using radar imaging

data, KFW modeled water flows and confirmed three known drainage problem areas in the Turkey Creek / Honey Bee neighborhood, along Elm Spring road and in the De Zavala / Ripple Creek area.

Cost of completing these three projects – estimated at \$6.15 million in 2017 – was (and is) beyond City drainage reserves. It was decided at the March 26, 2018 City Council meeting to fund further study at \$118,000 to conduct field surveys and produce preliminary engineering report. In addition if any of these projects are approved, then much of the engineering has already been completed.

KFW’s study has refined the proposed solutions which now have a potential cost of \$5.6 million.

Turkey Creek storm sewer	\$ 3,069,770.96
Elm Spring storm sewer	\$ 1,321,174.11
De Zavala storm sewer	\$ 1,267,479.76
Total	\$ 5,658,424.83

The City Engineer and City staff will present the details of the findings at the May 18, 2020 Council Meeting.

COURSES OF ACTION: N/A

FINANCIAL IMPACT: The below table shows the “big picture” of City drainage reserves. \$397,411 of reserves is uncommitted to current drainage projects.

Big Picture - Total Drainage Reserves Status	
City Drainage Reserves Oct 1 2019**	\$ 1,375,864
FY20 Expenses	\$ (79,911)
FY20 Revenues	\$ -
FY20 Transfer	\$ (275,000)
Remaining Drainage Reserves April 17, 2020	\$ 1,020,953

** City received \$8,000 in revenues late FY19

MOTION REQUESTED: Discussion item only.

PRELIMINARY ENGINEERING REPORT

TASK ORDER #6

Location: CITY OF SHAVANO PARK

Plat #: N/A

KFW Job #: 622-06-01

Date Submitted: April 2020



Christopher A. Otto 4/28/2020
By Christopher Otto, P.E., CFM

TABLE OF CONTENTS

1.0 EXECUTIVE SUMMARY	2
2.0 REGULATORY ANALYSIS	2
3.0 AREAS OF CONCERN	2
3.1 TURKEY CREEK.....	2
3.2 ELM SPRING LN.....	4
3.3 MUNITRACT / RIPPLE CREEK.....	5
4.0 SUMMARY	6

EXHIBITS

1. Drainage Map
2. FEMA FIRM Map

ATTACHMENTS

- A. Turkey Creek Plan/Profile, & OPCC Summary
- B. Elm Spring Plan/Profile & OPCC Summary
- C. Munitract / Ripple Creek Plan/Profile & OPCC Summary

1.0 EXECUTIVE SUMMARY

A Master Drainage Plan previously prepared by KFW Engineers identified 13 areas of possible drainage concerns within the City of Shavano Park. The areas were identified based on review of the previous reports, discussion with residents, field observations, and modeling. The solutions presented in the Master Drainage Plan were not fully vetted out and that each area of concern would require additional analysis to further vet the proposed solution, identify alternatives and determine the most appropriate solution for each area.

The purpose of this Preliminary Engineering Report is to present additional analysis to further refine the hydrologic and hydraulic models for three areas that were identified in the Master Drainage Plan as Area 3 – Turkey Creek, Area 4 – Elm Spring, and Area 4.2 – Munitract/Ripple Creek. Using the refined models as a base line, this report will explore possible route analysis and to determine approximate impacts to adjacent properties, easement needs, utility conflicts, and prepare Opinions of Probably Construction Costs (OPCC). Based on the findings of these analysis, the report will conclude with recommendations that we believe is most viable for a detailed design consideration.

2.0 REGULATORY ANALYSIS

The city of Shavano Park does not have an adopted regulations that govern the design parameters of storm drain infrastructure. In the absence of local regulations, it was agreed that the City of San Antonio design parameters would be utilized for identifying the proper sizing of storm water infrastructure. As such the San Antonio Storm Water Design Criteria Manual (DCM) was used to determine design storm frequencies, and rainfall intensities. The City of San Antonio (COSA) has recently adopted Atlas 14 and the rainfall intensities for the design storms were derived using COSA's Atlas 14 values. The contributing drainage areas were refined using SARA LiDAR data, and inverts were obtained from the limited survey that was conducted. The delineation of the contributing drainage areas can be found in **Exhibit 1** of this report.

3.0 AREAS OF CONCERN

3.1 TURKEY CREEK

This area of concern consists of a natural low that drains from NW Military north of Turkey Creek, through the neighborhoods across Honeybee Lane, Turkey Creek Road, and Long Box Road. There are two culvert crossings on NW Military that contribute runoff to this area. The first culvert is located just south of Long Bow Road and the second is located approximately midway between Long Bow Road

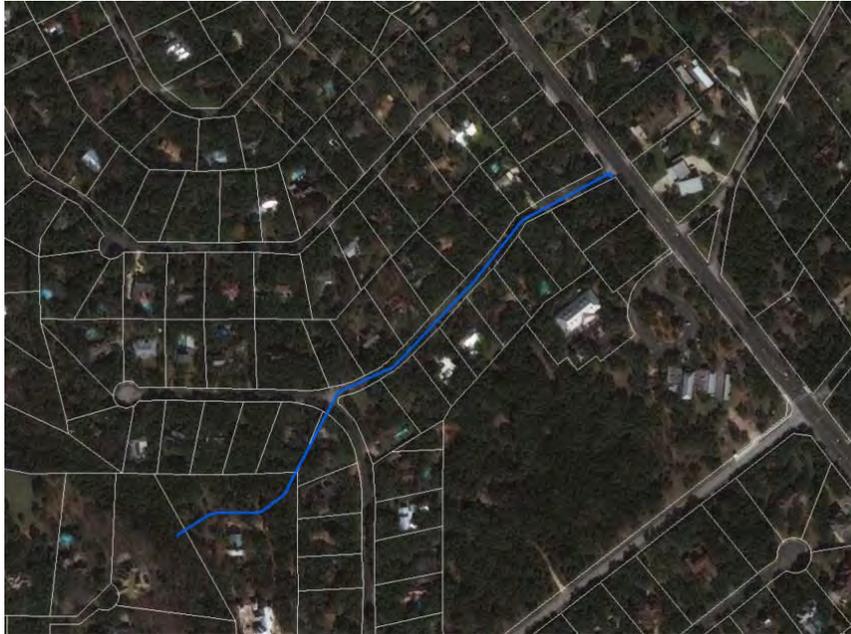
and Turkey Creek Rd on NW Military. Both of these culverts create backwater conditions that impact upstream residences. South of NW Military, the natural channel does not have the capacity to convey runoff without impacting multiple homes. Additionally, Honeybee Lane, Turkey Creek Road, and Long Bow Road are all “at grade” crossings, without culverts. This makes the roads potentially dangerous to cross during even moderate storm events.

This natural low is also identified on the FEMA DFIRM map as Turkey Creek Tributary within the Upper San Antonio River Basin. This area is zoned AE with base flood elevations provided. While base flood elevations are indicated on the FEMA firmette, we’ve reached out the SARA, the regulatory agency in charge of maintaining FEMA models was not able to provide a model for this tributary. This tributary was handled as a “Digital Conversion” of the existing Floodplain. Provided in this report is proposed floodplain line delineated based on existing LiDAR data on current data available. Additional survey, and a CLOMR and LOMR report, if improvements are constructed, would be required to further refine the proposed floodplain for this tributary.

Two options were analyzed to convey runoff from the existing drainage structures along NW Military to Olmos Creek. The first option consisted of constructing a series of open channels to convey the runoff through the private property. This option was deemed impractical due to the adverse impacts it would cause on the surrounding private property. The second option, which is further vetted with this report, would consist of a 36-inch pipe within the NW Military Highway to convey runoff from the northern culvert crossing to the southern crossing. TxDOT is currently in the design phase of constructing NW Military operational improvements. The construction of the 36-inch pipe will be constructed with these TxDOT improvements. The remaining downstream system would consist of 5’x5’ and 7’x5’ box culverts that convey runoff from the southern culvert to the existing low water crossing on Long Bow Road. From this point, an earthen channel would need to be constructed across private property to provide positive drainage to Olmos Creek. The chosen option will require the construction of the storm drain and an earthen channel on private property. The construction will have a high probability of trees being removed, and a tree survey would be conducted prior to final design to determine the full impacts of this option. Typically within residential neighborhoods are constructed with 7” curb and the streets are used to convey runoff from the lots to the drainage infrastructure. While conducting site visits, it was noted that this area consist of shallow curb therefore reducing the amount of runoff that can be conveyed within the street. Inlets will be constructed at the natural lows located on Honeybee Ln, Turkey Creek Rd, and Long Bow Rd. The inlets were sized with the assumed depth of 9.5” with the thought that while the curb is shallow, the runoff is contained within the ROW.

The construction for is area would require a CLOMR and LOMR report, if improvements are constructed, to re-delineate the existing FEMA floodplain.

probable cost for this option is \$1,321,174.11. Below is an image of the proposed route of the selected option. Please refer to **Attachment A** for further analysis of this option.



3.3 MUNITRACT / RIPPLE CREEK

The last area of concern addressed in this report is referenced as the Munitract / Ripple Creek. For clarification purposes, this area is will be referred to as Ripple Creek. Currently a ridge transverses through the munitract with a northwest portion of the munitract property sheet flowing onto existing lots along Bikeway Ln and the southwest portion of the munitract sheet flows towards an existing low and culvert crossing located at Da Zavala. From this crossing, flow enters an existing low that runs behind residences and crosses Ripple Creek Road. The natural low does not have adequate conveyance capacity and the crossing at Ripple Creek Road is “at grade” without a culvert crossing. The proposed option to mitigate the drainage concerns with this area include capturing on the southern side of Da Zavala with a storm drain and conveying the runoff along Da Zavala and discharging into Olmos Creek at Da Zavala. The construction of this storm drain would be within the Da Zavala ROW and cross Painted Post Ln and several driveways located along Da Zavala. The opinion of probable cost for this option would be \$1,267,479. Below is an image of the proposed route for this option. Please refer to **Attachment A** for future analysis of the option.

4.0 SUMMARY

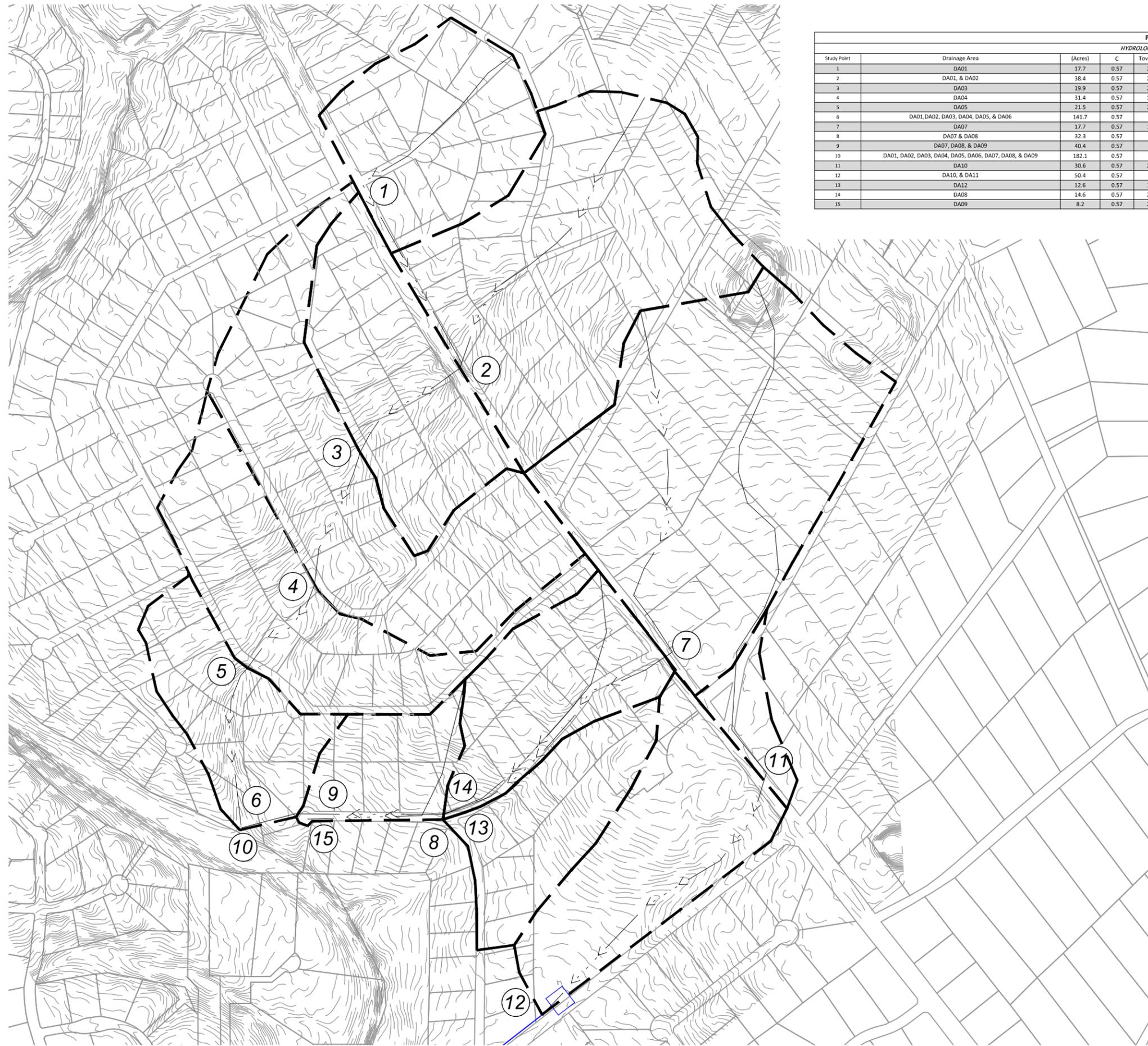
Presented with this report were the findings of our analysis of further investigating drainage concerns the Turkey Creek, Elm Spring Ln, and Ripple Creek areas. Below is a summary of the total costs of all three areas. These costs include engineering, survey, and construction costs.

Turkey Creek	\$ 3,069,770.96
Elm Spring	\$ 1,321,174.11
Ripple Creek	\$ 1,267,479.76
Total	\$ 5,658,424.83

EXHIBITS

EXHIBIT 1

Drainage Map



PROPOSED CONDITIONS														
Study Point	Drainage Area	(Acres)	C	HYDROLOGY SUMMARY - RATIONAL METHOD					I5 (in/hr)	I25 (in/hr)	I100 (in/hr)	Q5 (ft ³ /s)	Q25 (ft ³ /s)	Q100 (ft ³ /s)
				Tovf1 (min)	Tsc (min)	Tch (min)	Ttot (min)	CARRYOVER PT						
1	DA01	17.7	0.57	20.0	3.7	3.7	25.5	4.0	5.5	6.9	40.6	56.0	69.4	
2	DA01 & DA02	38.4	0.57	20.0	10.2	1.7	31.9	3.6	4.9	6.1	78.4	107.9	133.8	
3	DA03	19.9	0.57	20.0	4.0	1.8	25.8	4.0	5.5	6.8	45.2	62.4	77.2	
4	DA04	31.4	0.57	19.4	12.8	3.0	35.2	3.4	4.7	5.8	60.9	84.1	104.1	
5	DA05	21.5	0.57	20.0	6.9	1.4	28.4	3.8	5.2	6.5	46.6	64.2	79.5	
6	DA01, DA02, DA03, DA04, DA05, & DA06	141.7	0.57											
7	DA07	17.7	0.57	12.3	13.5	1.9	27.6	3.9	5.3	6.6	38.9	53.6	66.4	
8	DA07 & DA08	32.3	0.57											
9	DA07, DA08, & DA09	40.4	0.57											
10	DA01, DA02, DA03, DA04, DA05, DA06, DA07, DA08, & DA09	182.1	0.57											
11	DA10	30.6	0.57	20.0	10.2	0.7	30.8	3.6	5.0	6.2	63.6	87.6	108.6	
12	DA10 & DA11	50.4	0.57											
13	DA12	12.6	0.57	17.7	3.7	1.6	23.0	4.2	5.8	7.2	30.4	42.0	52.0	
14	DA08	14.6	0.57	20.0	3.2	2.7	25.8	4.0	5.5	6.8	33.2	45.8	56.7	
15	DA09	8.2	0.57	20.0	1.3	1.5	22.8	4.2	5.9	7.3	19.7	27.2	33.8	

Date: Apr 20, 2020, 4:48pm User: JG
 File: M:\2220\0171\Design\CityHydrology\ReviewedAreas_191003.dwg

DATE	No.	REVISION	APPROVAL


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 TBPE Firm #: 9513
 TBPLS Firm #: 10122300

CITY OF SHAVANO PARK
DRAINAGE IMPROVEMENTS
DRAINAGE MAP

PROJECT NO.: 622-06-01	DATE: 5/14/19
DRWN. BY: DSGN. BY: JG	CHKD. BY: RG
SHEET NO.:	



EXHIBIT 2

FEMA FIRM Map

National Flood Hazard Layer FIRMette



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard Zone D
		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5 Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped



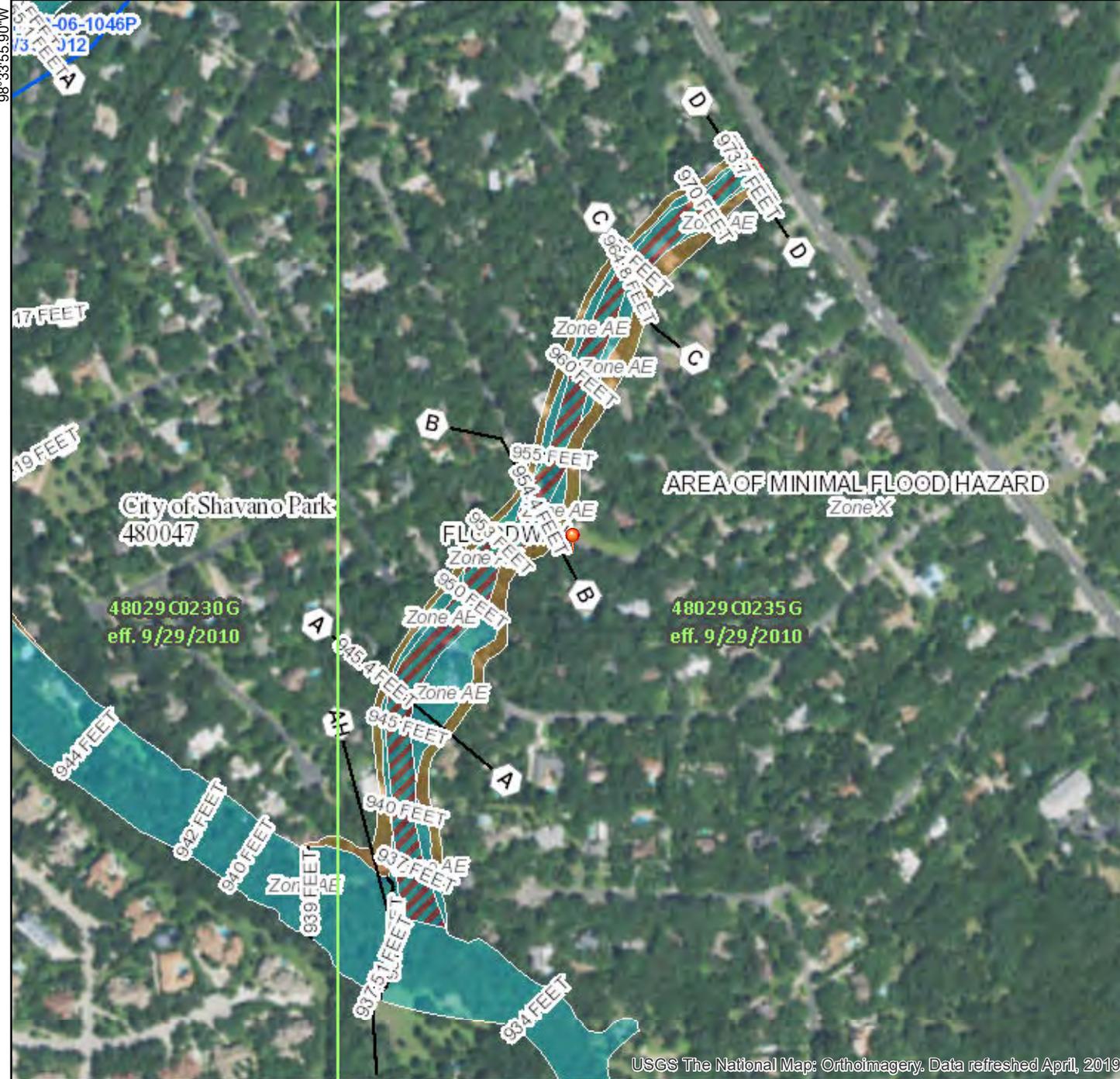
The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/28/2020 at 9:36:49 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

29°35'31.43"N



USGS The National Map: Orthoimagery. Data refreshed April, 2019.

0 250 500 1,000 1,500 2,000 Feet 1:6,000

29°35'0.14"N

98°33'18.44"W



ATTACHMENTS



Attachment A
Turkey Creek Plan/Profile, &
OPCC Summary



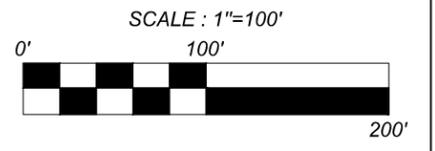
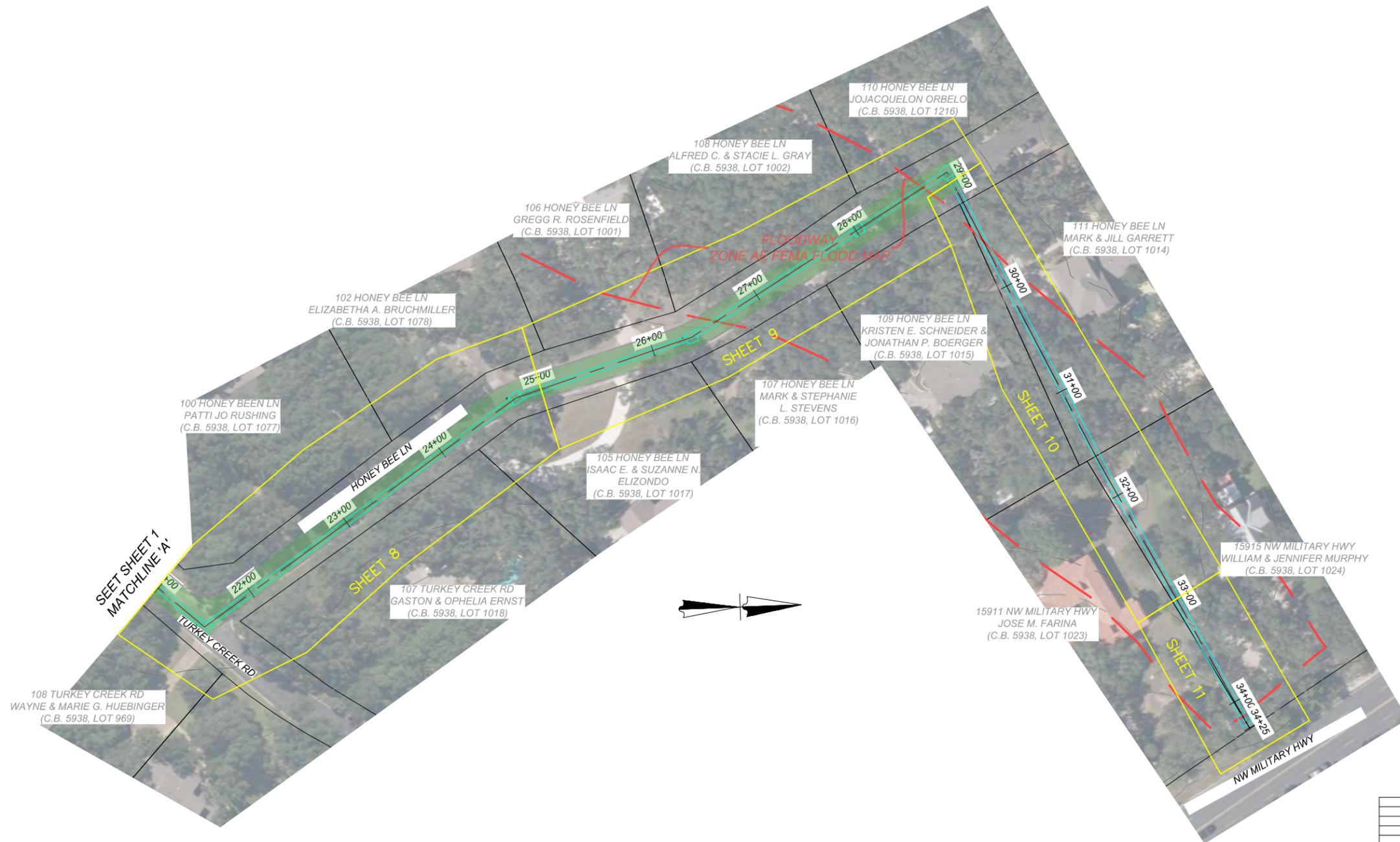
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 TBPLS Firm #: 10122300

CITY OF SHAVANO PARK
TURKEY CREEK DRAINAGE IMPROVEMENTS
INDEX SHEET (1 OF 2)

PROJECT NO.: 622-06-01	DATE: 3/25/20
DRWN. BY: AB	DSGN. BY: JG
CHKD. BY: RG	SHEET NO.: 1 OF 11



DATE	No.	REVISION	APPROVAL

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TBPE Firm #: 9513
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CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS

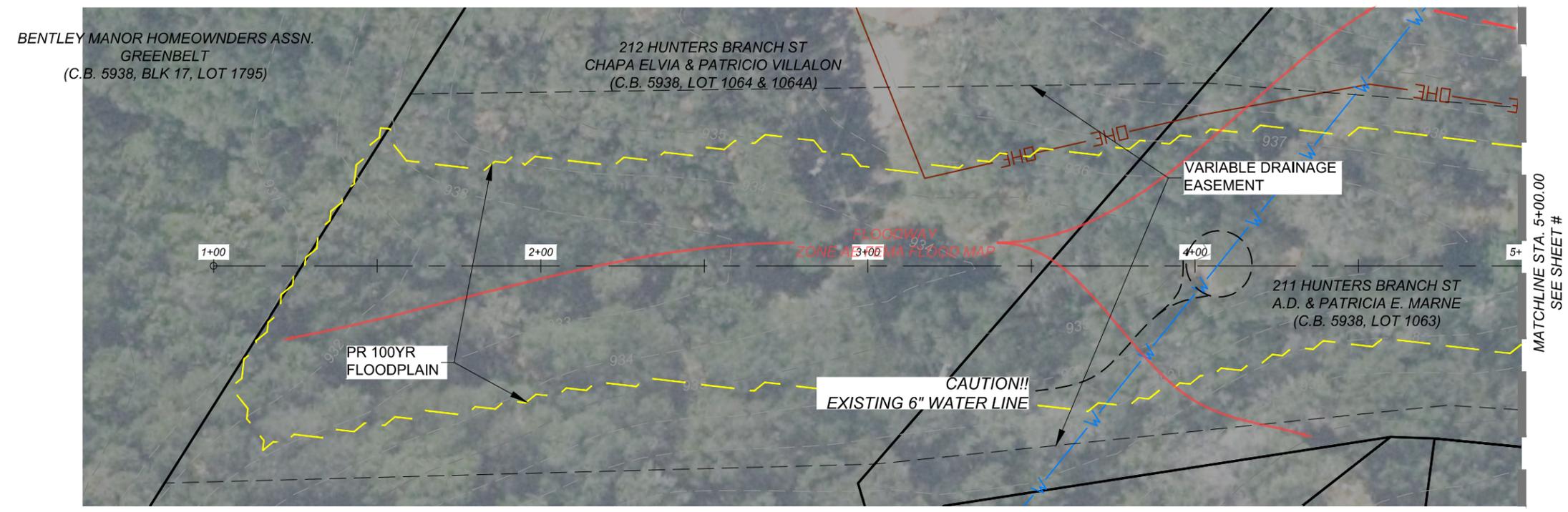
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CHKD. BY: RG	SHEET NO.: 2 OF 11

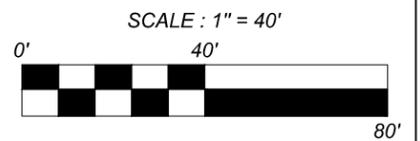
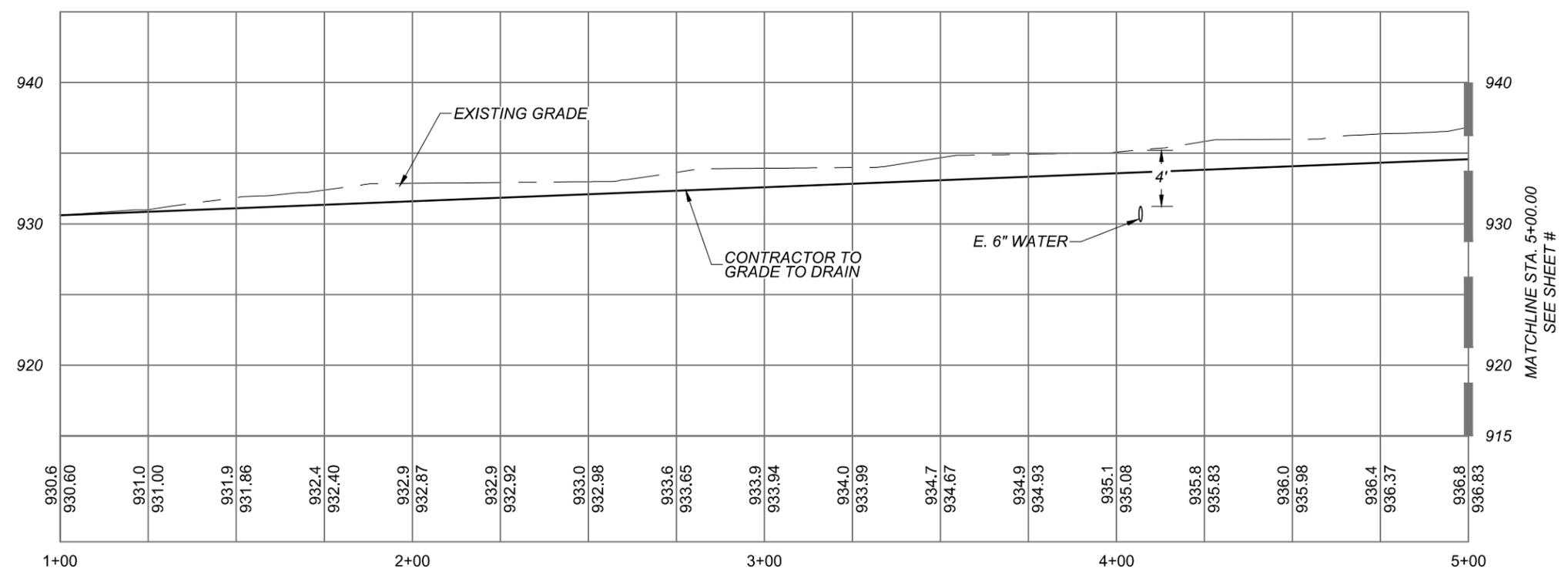
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
- STORM DRAIN LINE
- WATER LINE
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- GAS LINE
- PROPERTY LINE
- CONTOUR
- SPOT ELEVATION
- FLOW DIRECTION
- AREA OF MILL & OVERLAY
- FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 1+00.00 TO 5+00.00

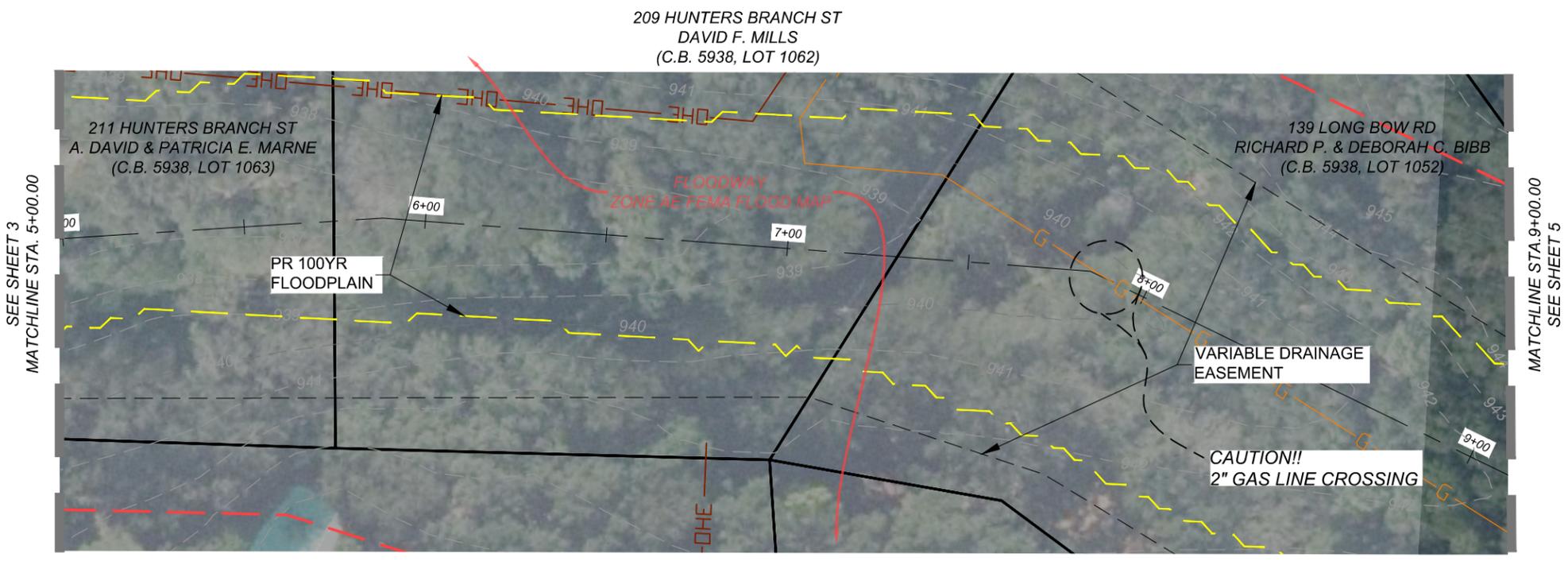


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3421 Paesanos Pkwy, Suite 200 San Antonio, TX 78231 Phone #: (210) 979-8444 Fax #: (210) 979-8441 TBPE Firm #: 9513 TBPLS Firm #: 10122300			
CITY OF SHAVANO PARK			
TURKEY CREEK DRAINAGE IMPROVEMENTS TURKEY CREEK STA. 1+00.00 TO 5+00.00			
PROJECT NO.: 622-06-01		DATE: 3/25/20	
DRWN. BY: AB	DSGN. BY: JG	CHKD. BY: RG	SHEET NO.: 3 OF 11

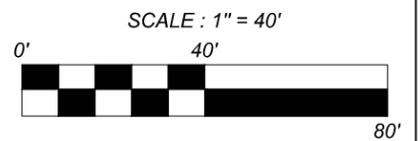
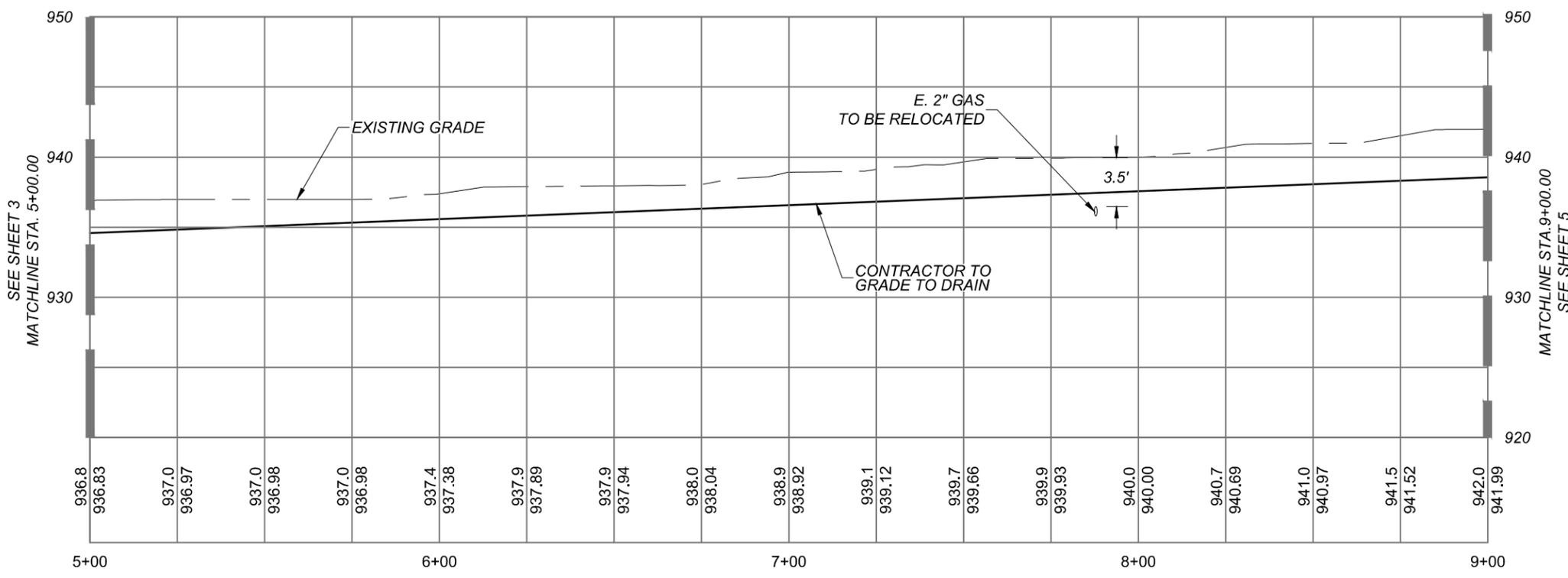
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
- STORM DRAIN LINE
- WATER LINE
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- PROPERTY LINE
- CONTOUR
- SPOT ELEVATION
- FLOW DIRECTION
- AREA OF MILL & OVERLAY
- FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 5+00.00 TO 9+00.00



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CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS

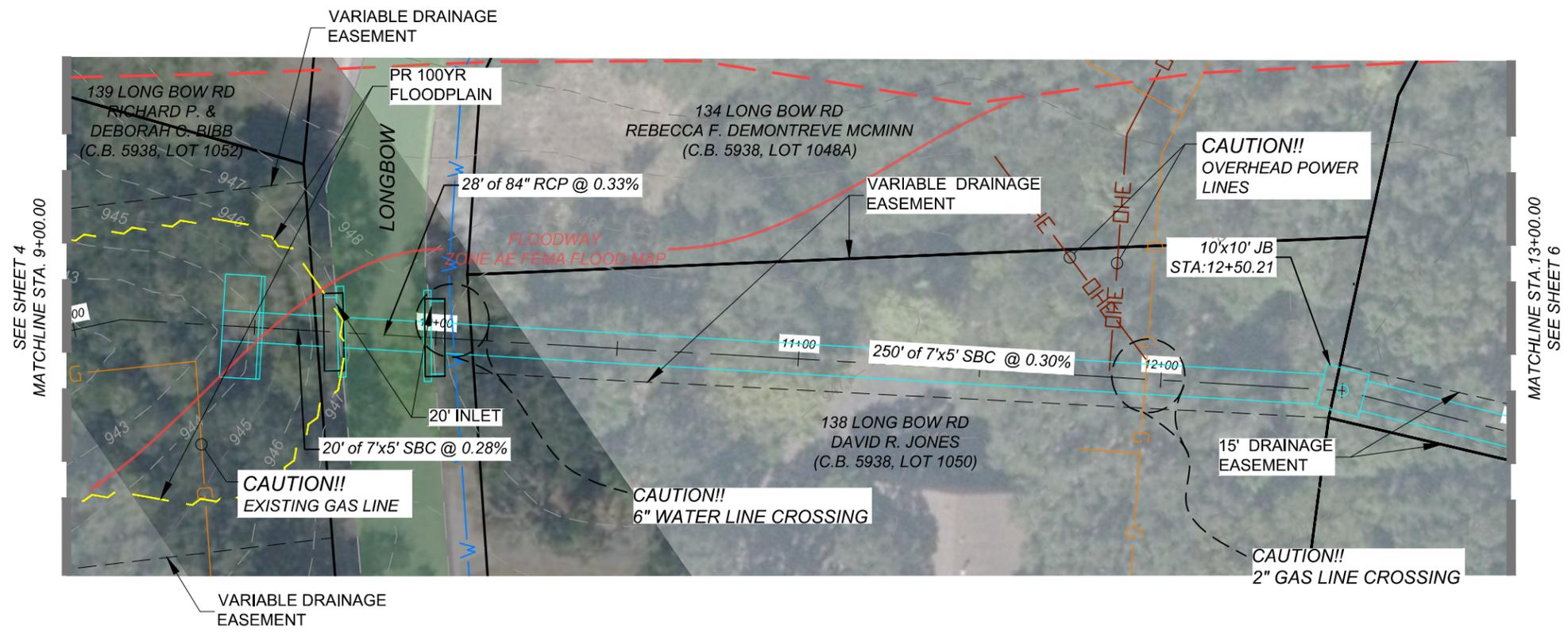
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CHKD. BY: RG	SHEET NO.: 4 OF 11

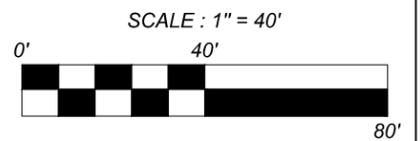
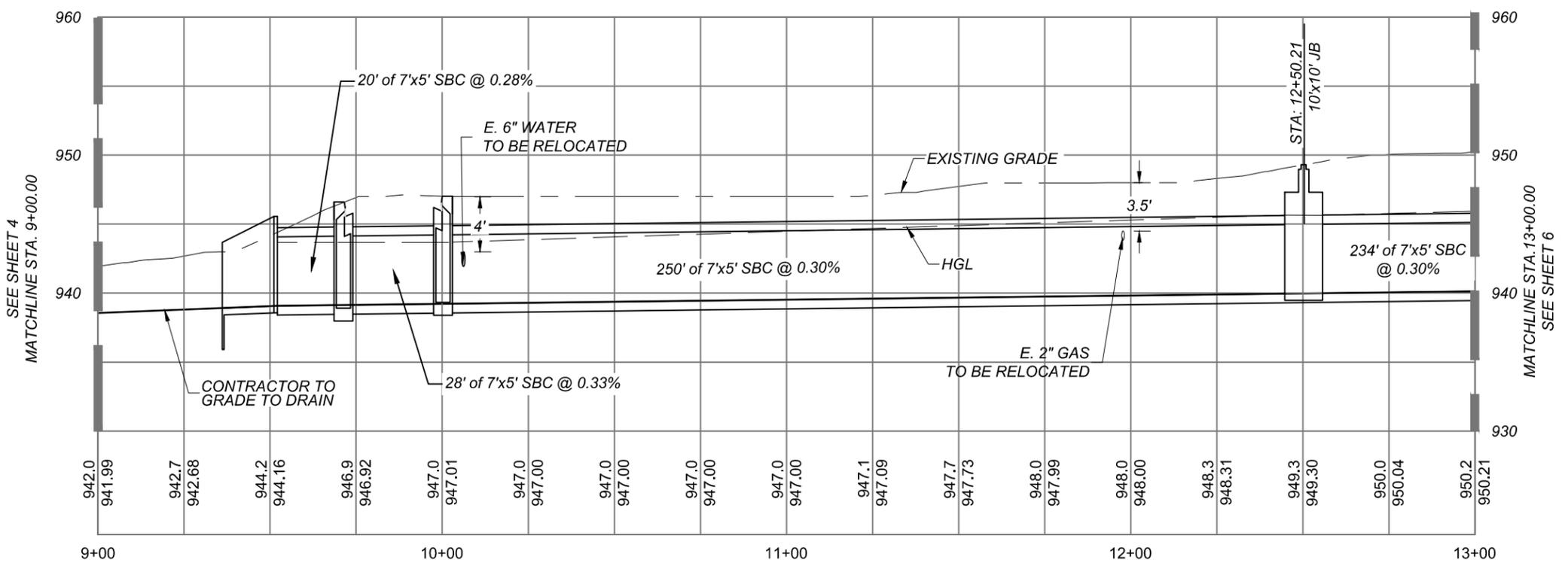
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
- STORM DRAIN LINE
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- SPOT ELEVATION
- FLOW DIRECTION
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- FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 9+00.00 TO 13+00.00



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CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS

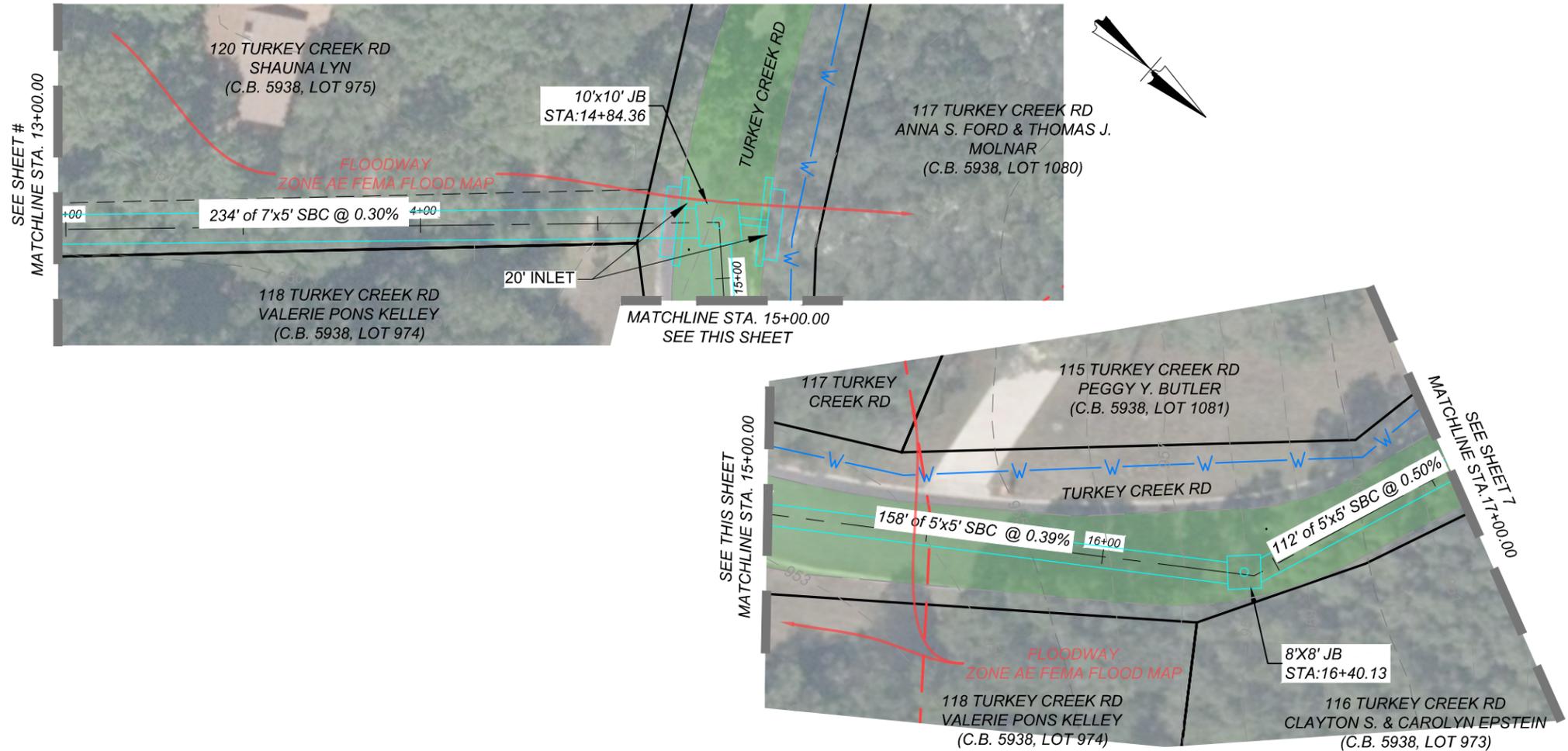
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DRWN. BY: AB	DSGN. BY: JG
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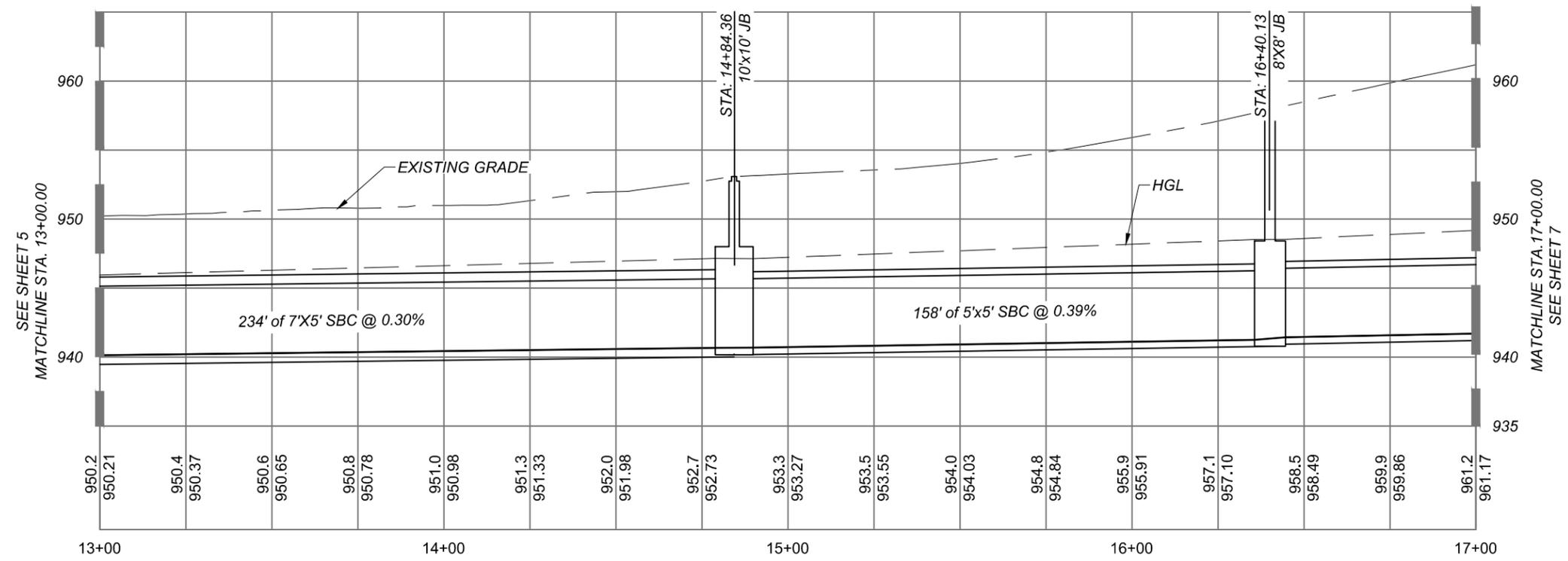
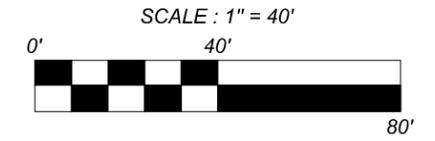
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
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- UNDERGROUND TELEPHONE
- GAS LINE
- PROPERTY LINE
- CONTOUR
- SPOT ELEVATION
- FLOW DIRECTION
- AREA OF MILL & OVERLAY
- FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 13+00.00 TO 17+00.00



DATE	No.	REVISION	APPROVAL

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San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

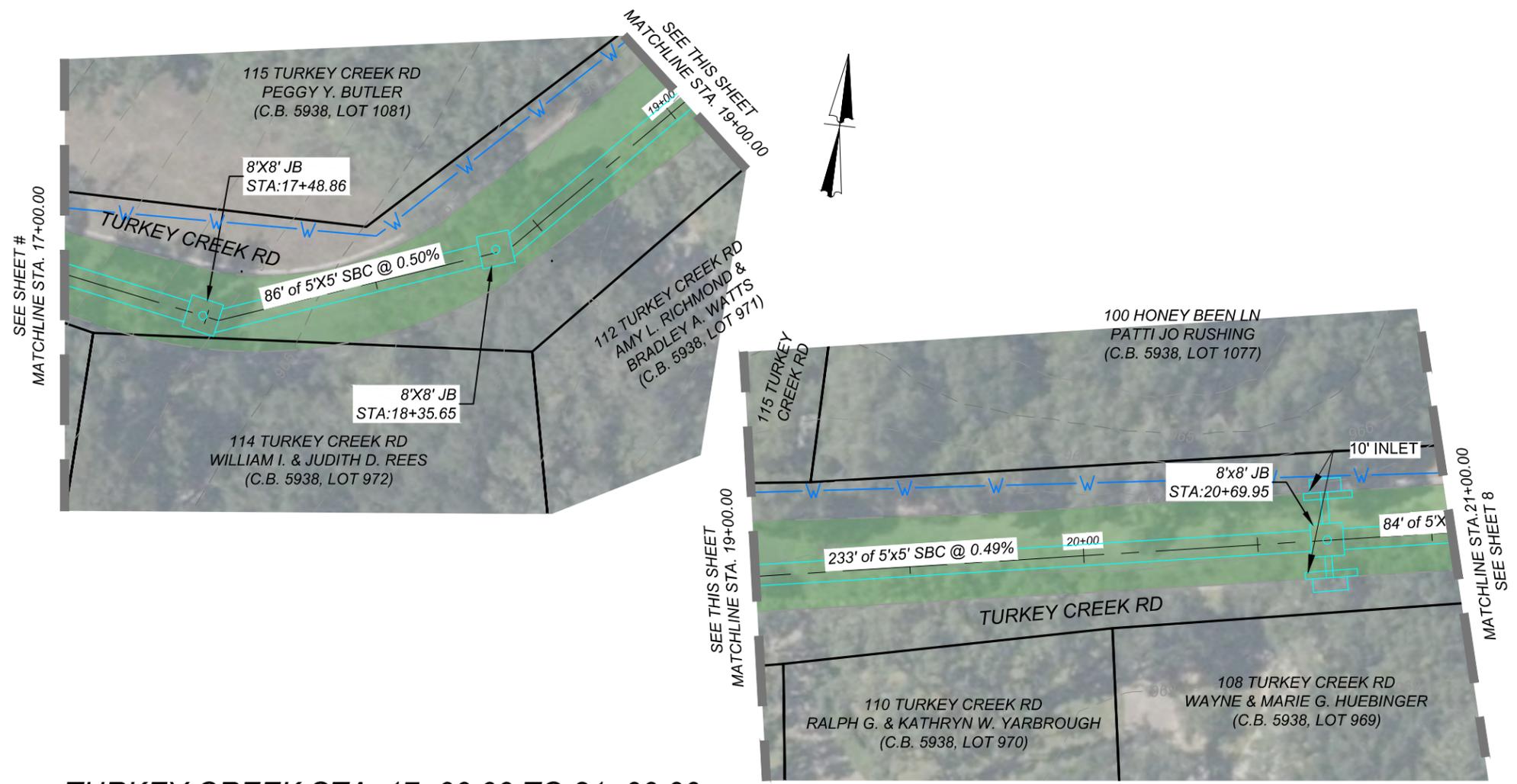
TURKEY CREEK DRAINAGE IMPROVEMENTS

TURKEY CREEK STA. 13+00.00 TO 17+00.00

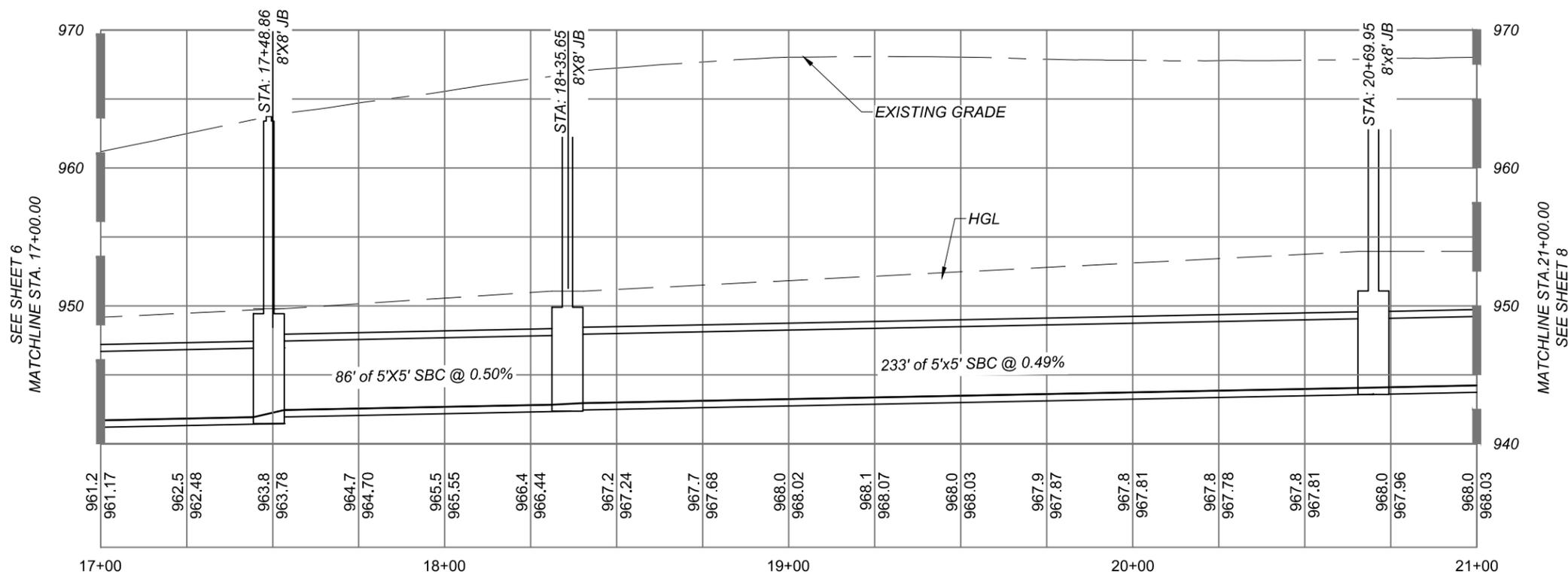
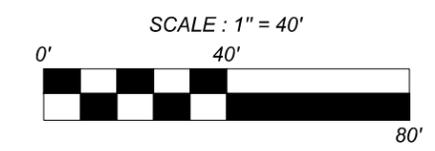
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CHKD. BY: RG	SHEET NO.: 6 OF 11

Date: Apr 22, 2020, 6:01pm User: JG, Job: File: M:\2020\06\01\Drawings\CityHydraulics\TURKEY CREEK P&P.dwg

LEGEND	
EXISTING	PROPOSED
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	ROADWAY
	LIGHT POLE
	POWER POLE
	FIRE HYDRANT
	OVER HEAD ELEC. LINE
	OVER HEAD UTILITY
	STORM DRAIN LINE
	WATER LINE
	UNDERGROUND ELECTRIC
	UNDERGROUND TELEPHONE
	GAS LINE
	PROPERTY LINE
	CONTOUR
	SPOT ELEVATION
	FLOW DIRECTION
	AREA OF MILL & OVERLAY
	FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 17+00.00 TO 21+00.00



DATE	No.	REVISION	APPROVAL

KFW
ENGINEERS + SURVEYING

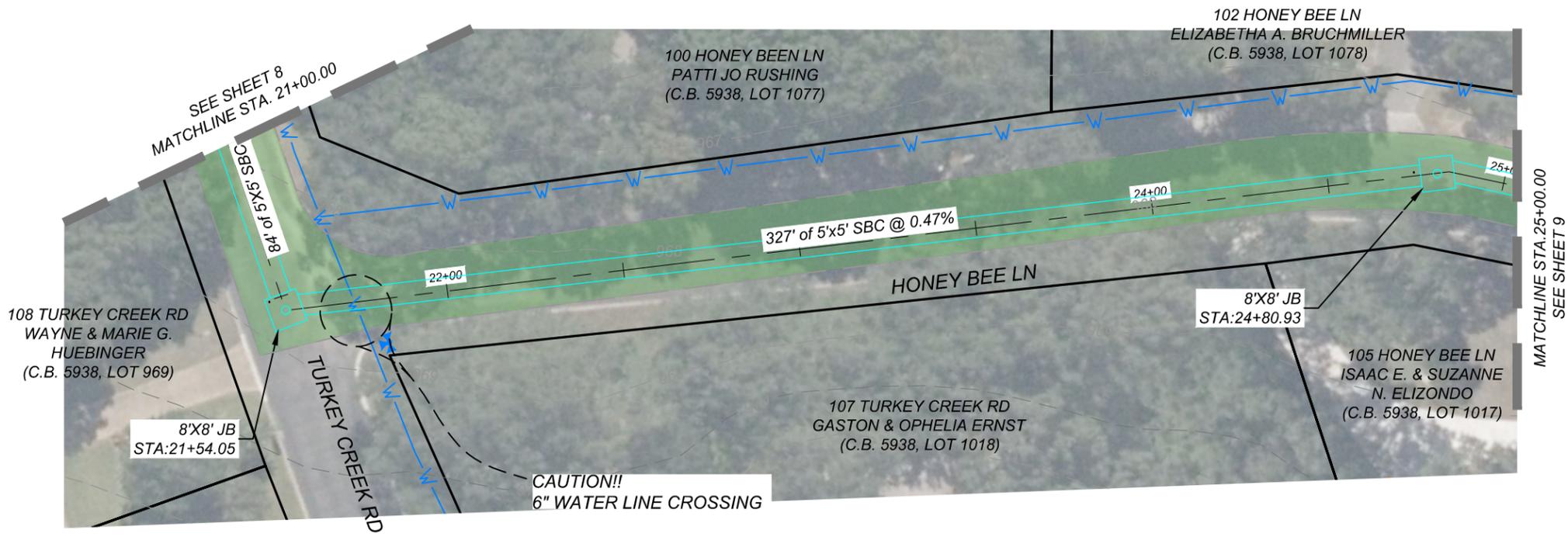
3421 Paesanos Pkwy, Suite 200
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CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS
TURKEY CREEK STA. 17+00.00 TO 21+00.00

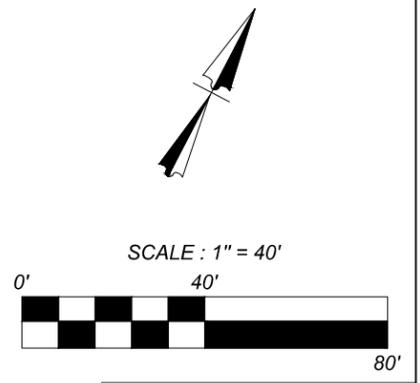
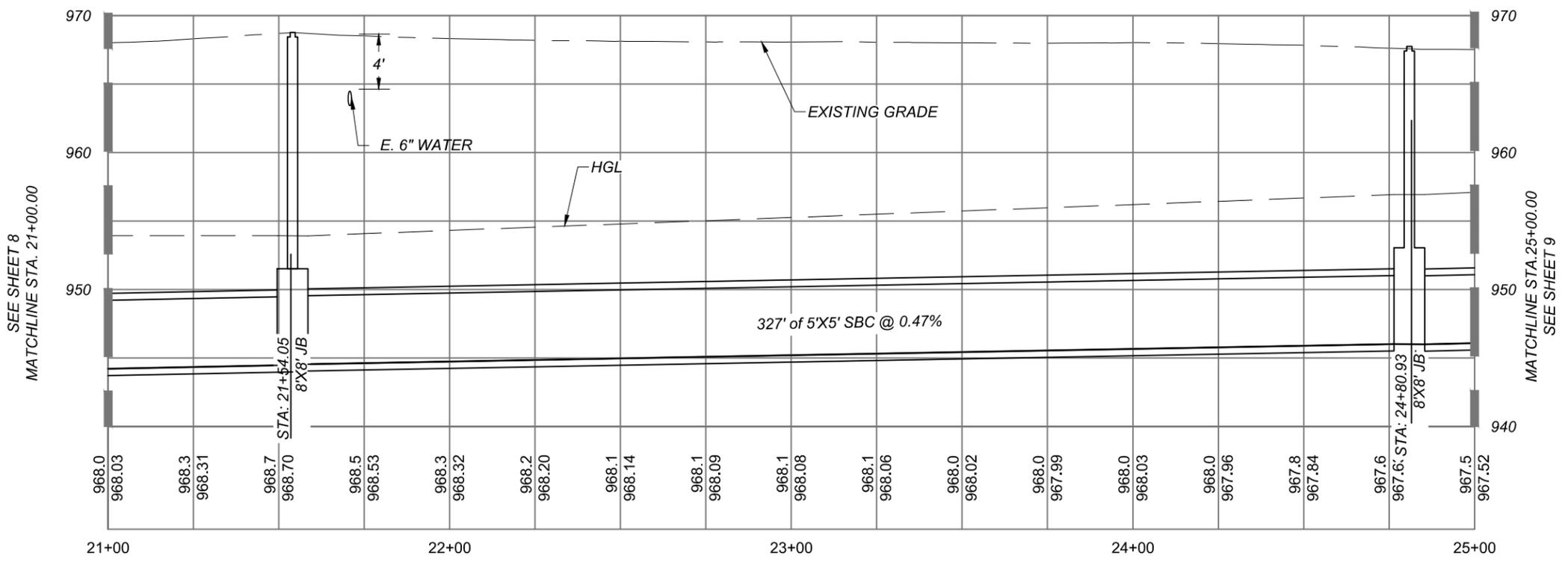
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DSGN. BY: JG	CHKD. BY: RG	SHEET NO.: 7 OF 11

Date: Apr 22, 2020, 5:08pm, User: JG, Path: M:\2020\001\Drawings\City\Hydraulics\TURKEY CREEK P&P.dwg



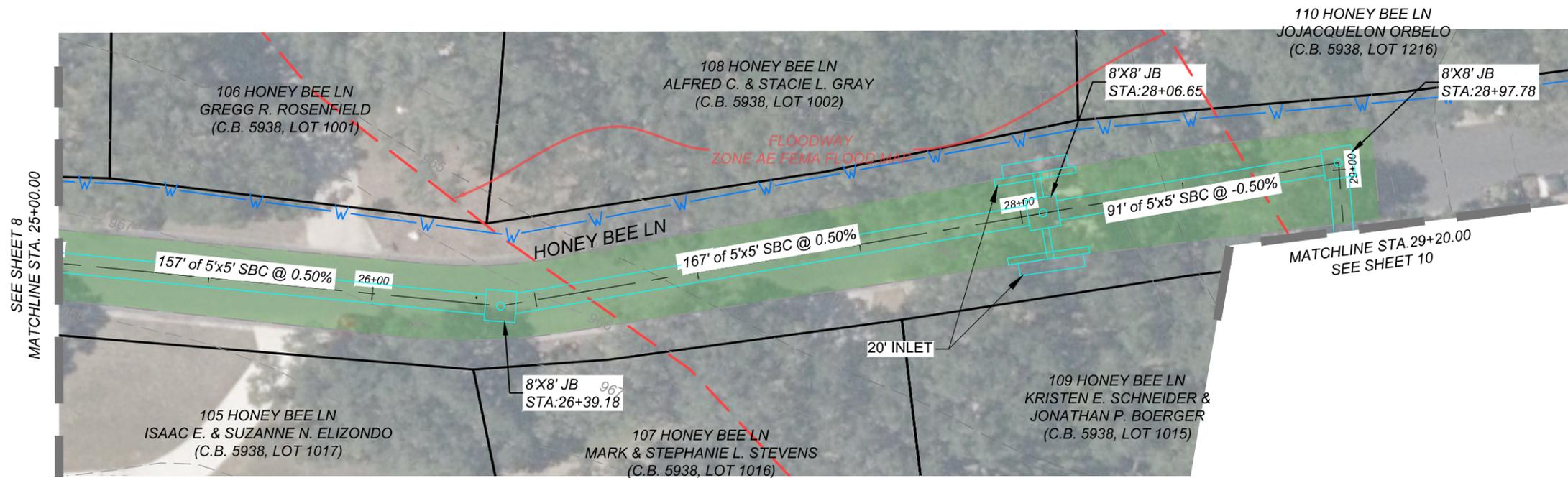
LEGEND	
EXISTING	PROPOSED
	STORM DRAIN MANHOLE
	ROADWAY
	LIGHT POLE
	POWER POLE
	FIRE HYDRANT
	OVER HEAD ELEC. LINE
	OVER HEAD UTILITY
	STORM DRAIN LINE
	WATER LINE
	UNDERGROUND ELECTRIC
	UNDERGROUND TELEPHONE
	GAS LINE
	PROPERTY LINE
	CONTOUR
	SPOT ELEVATION
	FLOW DIRECTION
	AREA OF MILL & OVERLAY
	FEMA FLOODPLAIN LINE

TURKEY CREEK STA. 21+00.00 TO 25+00.00



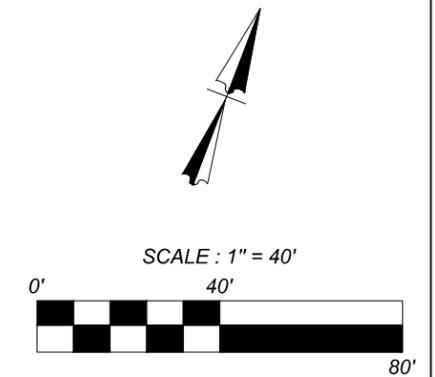
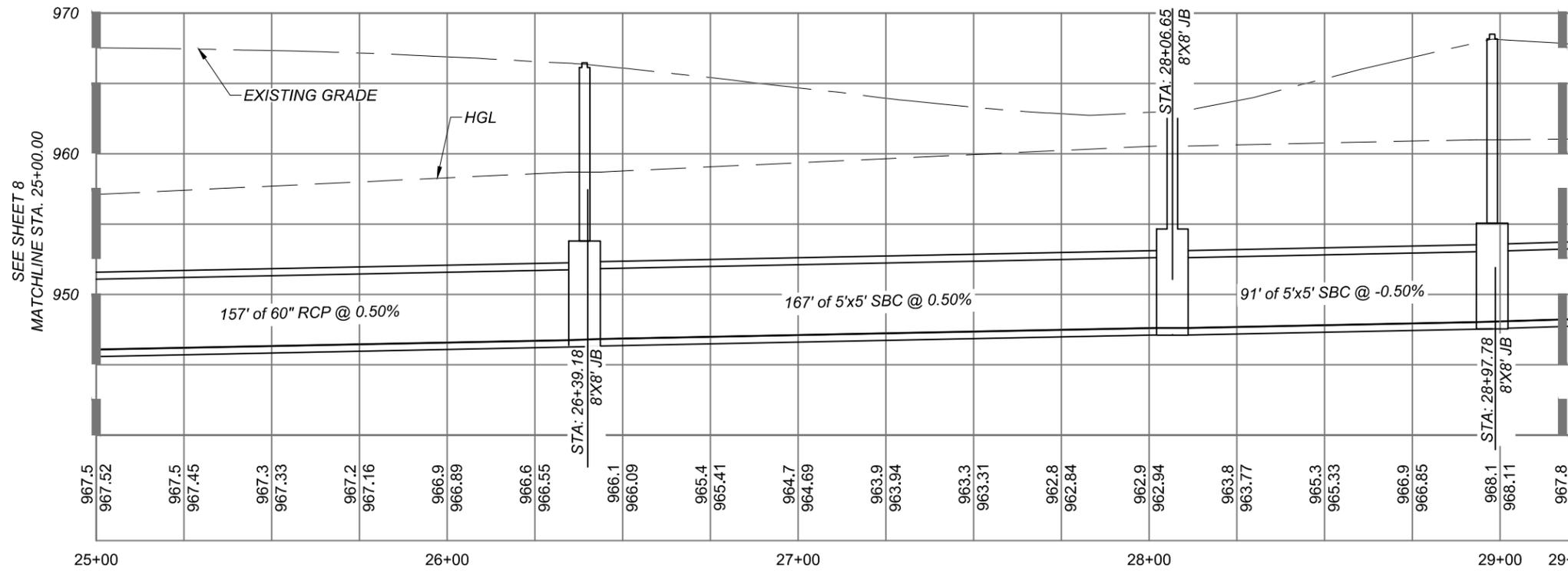
DATE	No.	REVISION	APPROVAL
3421 Paesanos Pkwy, Suite 200 San Antonio, TX 78231 Phone #: (210) 979-8444 Fax #: (210) 979-8441 TBPE Firm #: 9513 TBPLS Firm #: 10122300			
CITY OF SHAVANO PARK TURKEY CREEK DRAINAGE IMPROVEMENTS TURKEY CREEK STA. 21+00.00 TO 25+00.00			
PROJECT NO.: 622-06-01		DATE: 3/25/20	
DRWN. BY: AB	DSGN. BY: JG	CHKD. BY: RG	SHEET NO.: 8 OF 11

Date: Apr 22, 2020, 8:08am User: JD, jrh@kfw.com
 File: M:\2220\001\Drawings\CH\Hydraulics\TURKEY CREEK P&P.dwg



LEGEND	
EXISTING	PROPOSED
	STORM DRAIN MANHOLE
	ROADWAY
	LIGHT POLE
	POWER POLE
	FIRE HYDRANT
	OVER HEAD ELEC. LINE
	OVER HEAD UTILITY
	STORM DRAIN LINE
	WATER LINE
	UNDERGROUND ELECTRIC
	UNDERGROUND TELEPHONE
	GAS LINE
	PROPERTY LINE
	CONTOUR
	SPOT ELEVATION
	FLOW DIRECTION
	AREA OF MILL & OVERLAY
	FEMA FLOODPLAIN LINE

TURKEY CREEK STA. 25+00.00 TO 29+20.00

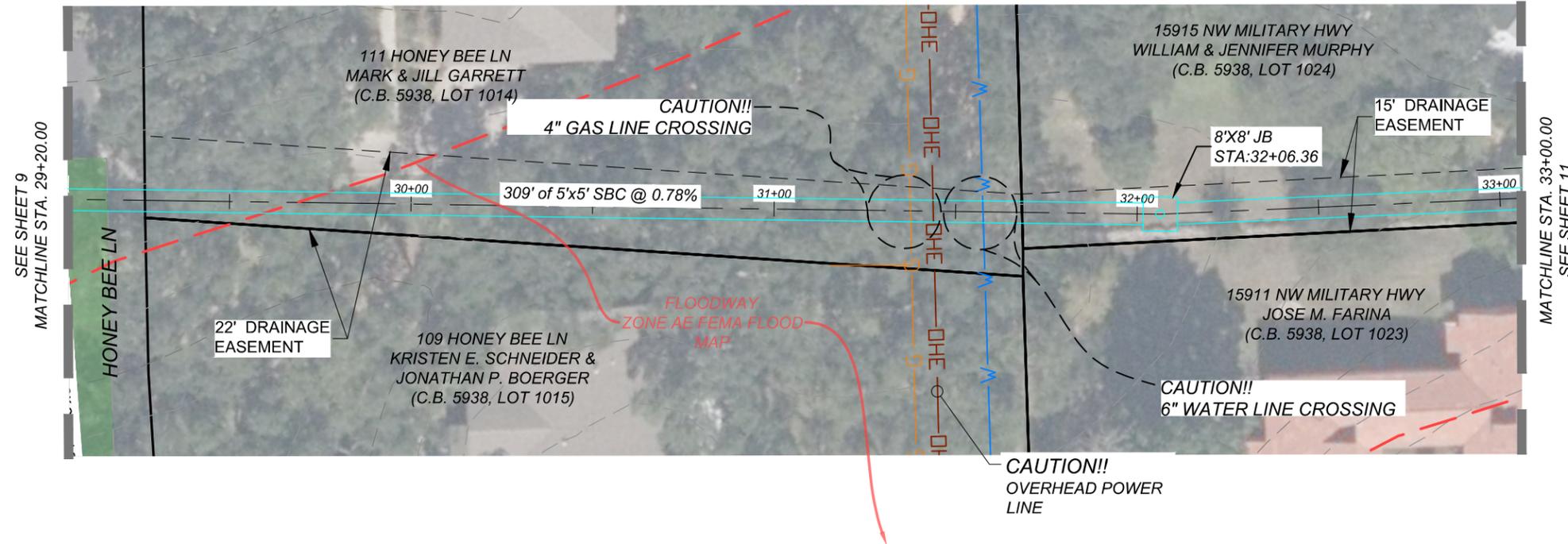


DATE	No.	REVISION	APPROVAL
3421 Paesanos Pkwy, Suite 200 San Antonio, TX 78231 Phone #: (210) 979-8444 Fax #: (210) 979-8441 TBPE Firm #: 9513 TBPLS Firm #: 10122300			
CITY OF SHAVANO PARK TURKEY CREEK DRAINAGE IMPROVEMENTS TURKEY CREEK STA. 25+00.00 TO 29+20.00			
PROJECT NO.:	622-06-01	DATE:	3/25/20
DRWN. BY:	AB	DSGN. BY:	JG
CHKD. BY:	RG	SHEET NO.:	9 OF 11

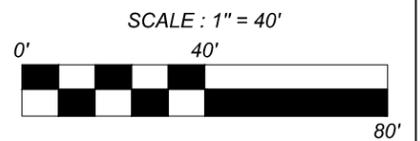
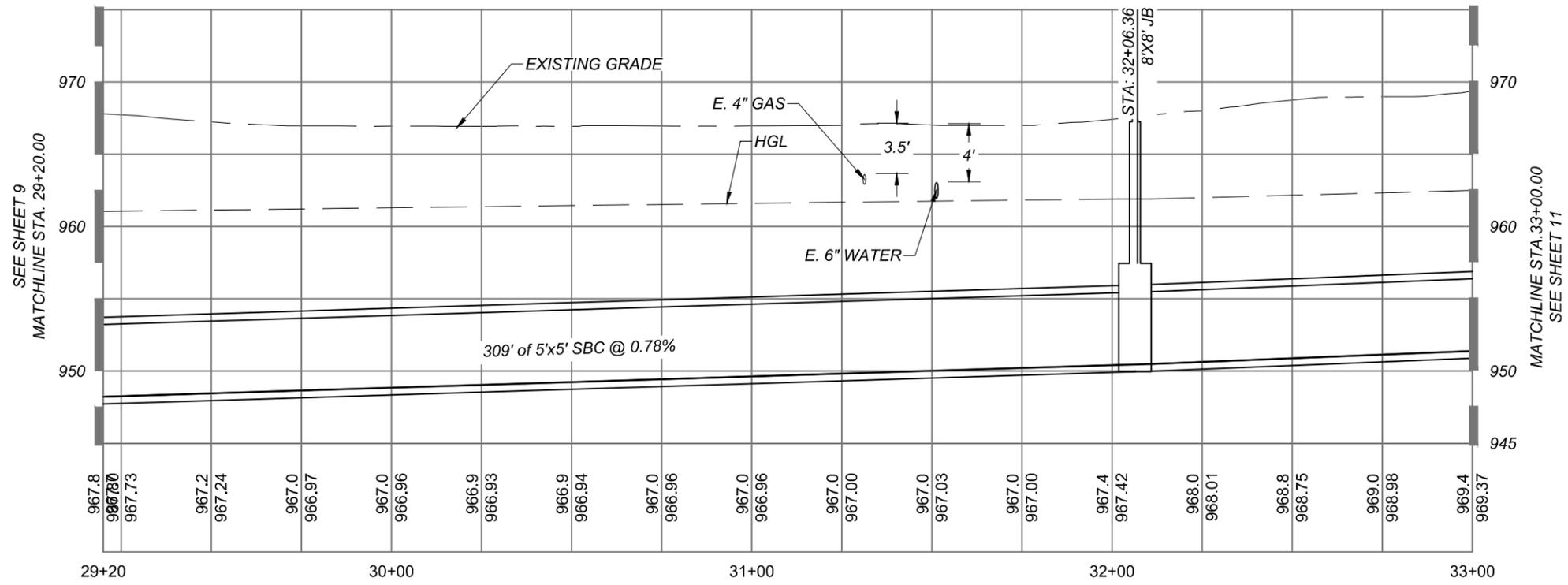
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
- STORM DRAIN LINE
- WATER LINE
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- GAS LINE
- PROPERTY LINE
- CONTOUR
- SPOT ELEVATION
- FLOW DIRECTION
- AREA OF MILL & OVERLAY
- FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 29+20.00 TO 33+00.00



DATE	No.	REVISION	APPROVAL

KFW
ENGINEERS + SURVEYING

3421 Paesanos Pkwy, Suite 200
San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS

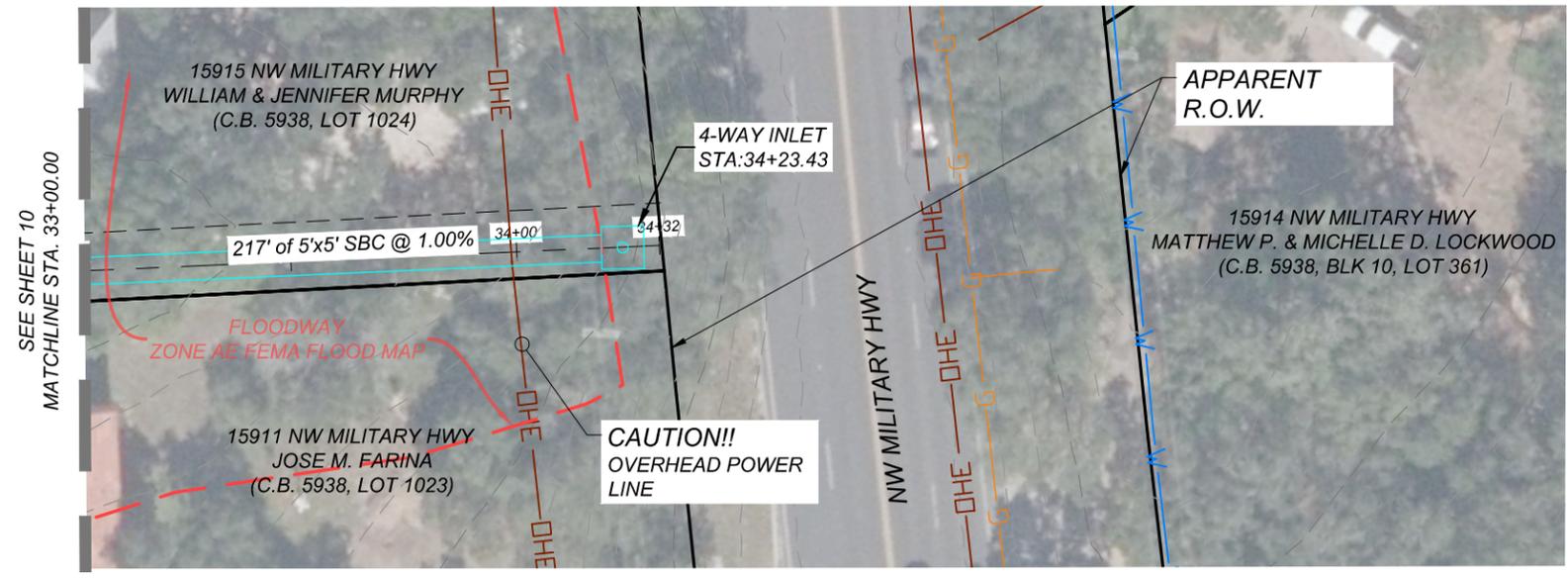
TURKEY CREEK STA. 29+20.00 TO 33+00.00

PROJECT NO.: 622-06-01	DATE: 3/25/20
DRWN. BY: AB	DSGN. BY: JG
CHKD. BY: RG	SHEET NO.: 10 OF 11

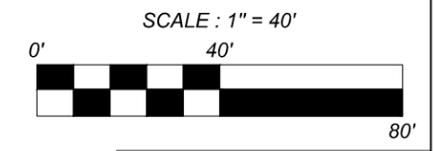
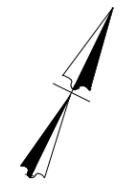
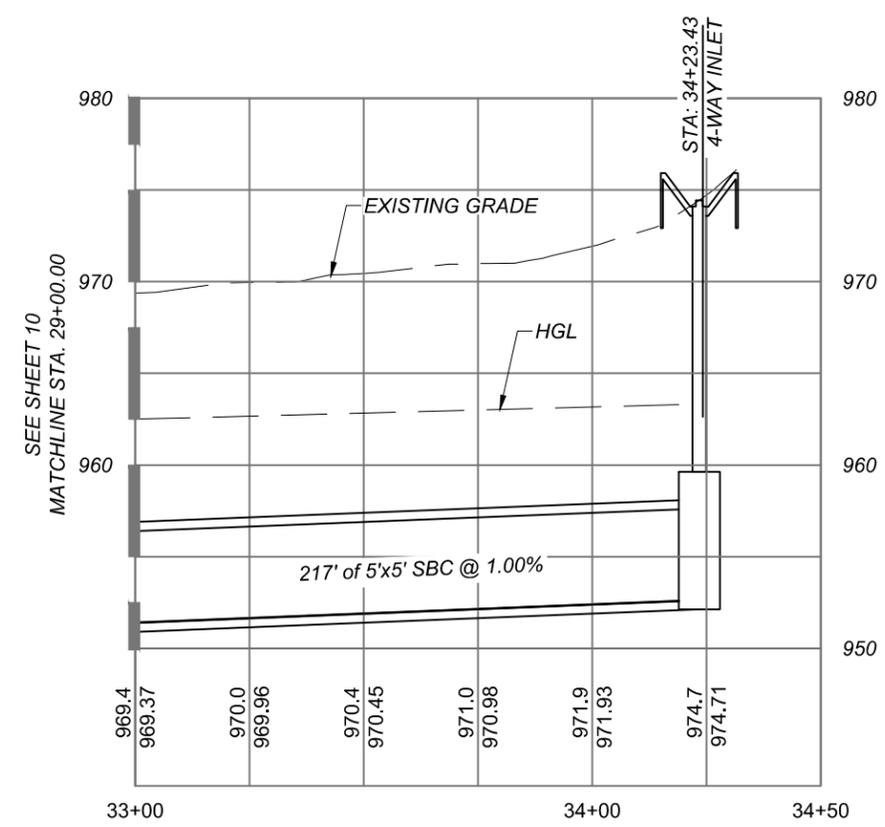
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LEGEND
EXISTING PROPOSED

-  STORM DRAIN MANHOLE
-  ROADWAY
-  LIGHT POLE
-  POWER POLE
-  FIRE HYDRANT
-  OVER HEAD ELEC. LINE
-  OVER HEAD UTILITY
-  STORM DRAIN LINE
-  WATER LINE
-  UNDERGROUND ELECTRIC
-  UNDERGROUND TELEPHONE
-  GAS LINE
-  PROPERTY LINE
-  CONTOUR
-  SPOT ELEVATION
-  FLOW DIRECTION
-  AREA OF MILL & OVERLAY
-  FEMA FLOODPLAIN LINE



TURKEY CREEK STA. 33+00.00 TO END



DATE	No.	REVISION	APPROVAL



3421 Paesanos Pkwy, Suite 200
San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

TURKEY CREEK DRAINAGE IMPROVEMENTS

TURKEY CREEK STA. 33+00.00 TO END

PROJECT NO.: 622-06-01	DATE: 3/25/20
DRWN. BY: AB	DSGN. BY: JG
CHKD. BY: RG	SHEET NO.: 11 OF 11

Date: Apr 22, 2020, 6:17pm User: JG, jgkwh
File: M:\2220\0101\Drawings\CityHydraulics\TURKEY CREEK P&P.dwg

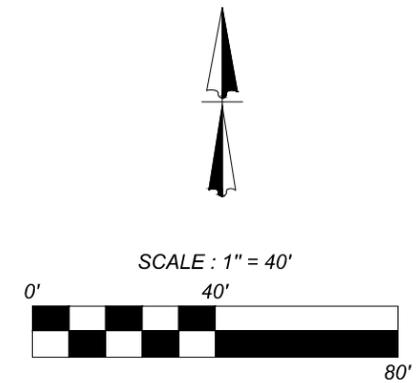
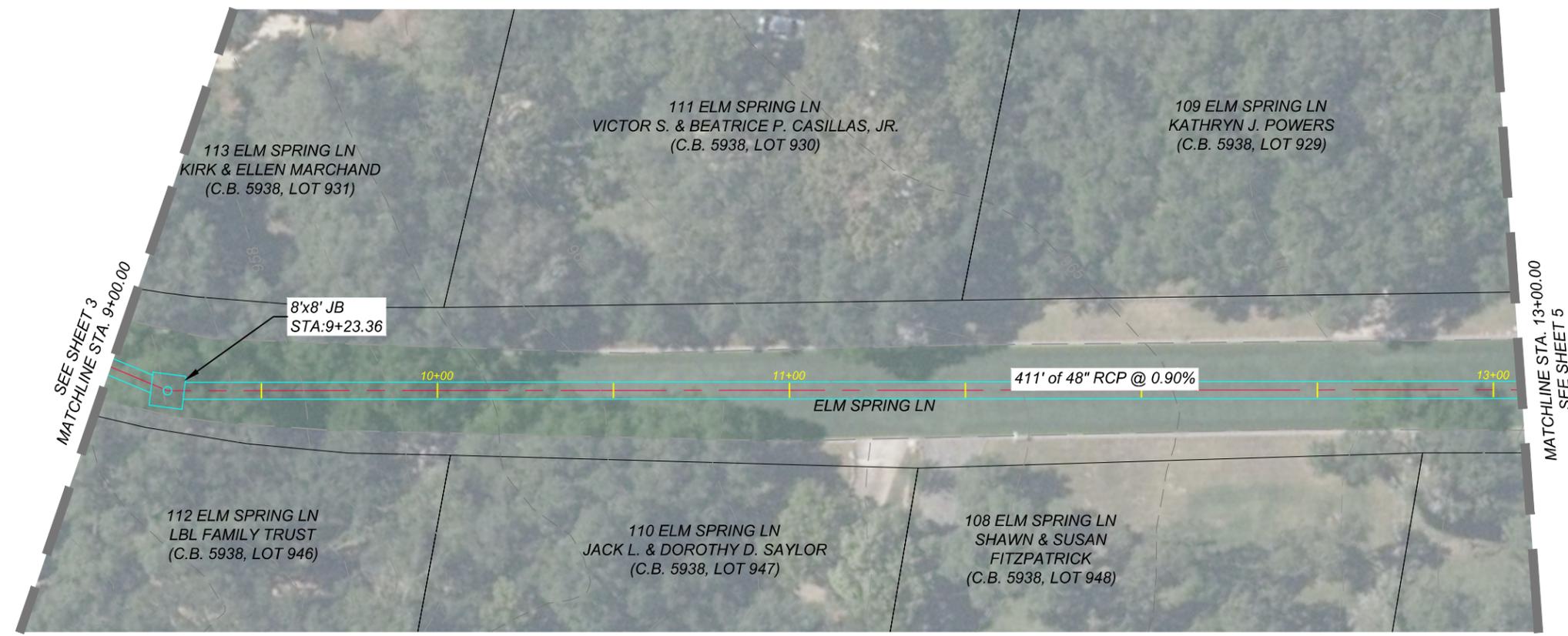
OPINION OF PROBABLE CONSTRUCTION COST SUMMARY BREAKDOWN

PROJECT NAME: TURKEY CREEK
 SUBMITTAL: LIMITED STUDY DESIGN
 DEVELOPED BY: JUSTIN GAWLIK, PE
 PROJECT NUMBER: 622-06-01
 DATE: 4/23/2020

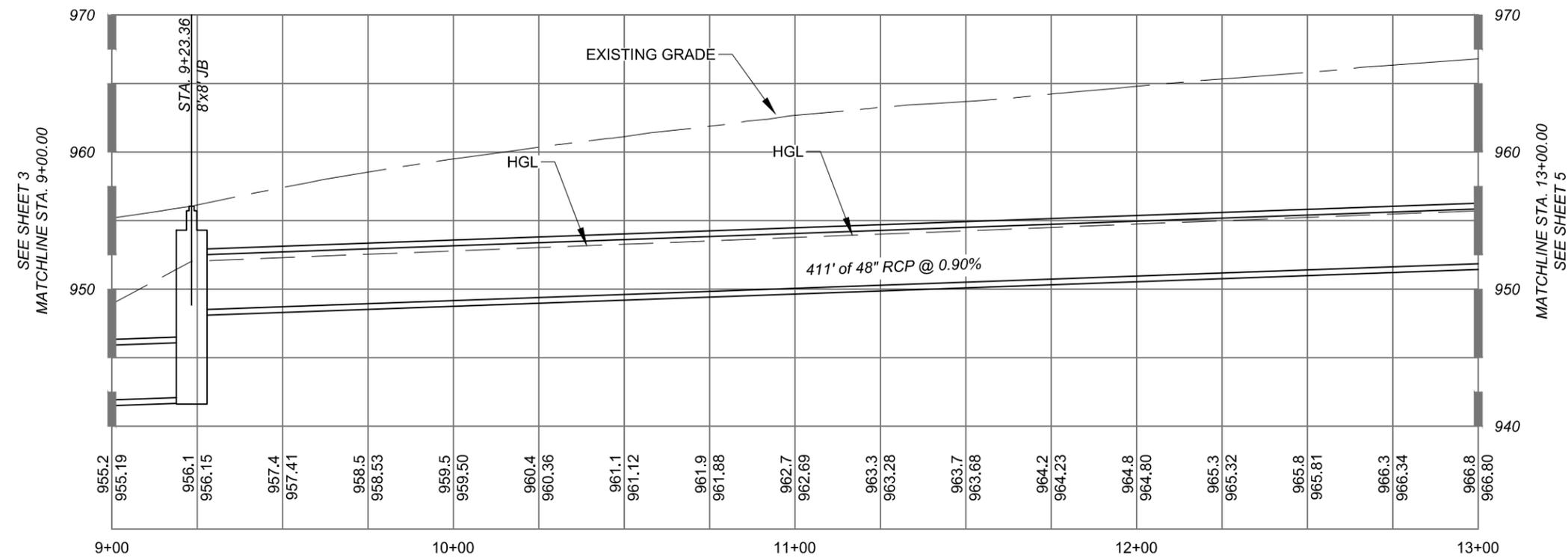
ITEM	DESCRIPTION	UNIT	QUANTITY	PRICE	COST
100.1	MOBILIZATION	LS	1	11%	\$ 227,380.28
100.2	INSURANCE & BOND	LS	1	3%	\$ 62,012.80
103.1	REMOVE CONCRETE CURB (700 LF<X<10,000 LF)	LF	800	\$ 3.50	\$ 2,800.00
104.1	STREET EXCAVATION	CY	250	\$ 25.00	\$ 6,250.00
105.1	CHANNEL EXCAVATION (150 CY > X > 5,000 CY)	CY	1,000	\$ 25.00	\$ 25,000.00
106.1	BOX CULVERT EXCAVATION & BACKFILL (>10,000 CY)	CY	17,000	\$ 12.00	\$ 204,000.00
205.2	HOT MIX ASPHALTIC PAVEMENT, TYPE B (6" COMP. DEPTH)	SY	1,624	\$ 30.31	\$ 49,223.44
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (1.5" COMP. DEPTH)(>5,000 SY)	SY	5,000	\$ 12.04	\$ 60,200.00
307.1	CONCRETE STRUCTURE (HEADWALLS OR OUTFALL STRUCTURES)	CY	3	\$ 1,500.00	\$ 4,500.00
309.1	PRECAST REINFORCED CONCRETE BOX CULVERT (7'X5')	LF	532	\$ 600.00	\$ 319,200.00
309.1	PRECAST REINFORCED CONCRETE BOX CULVERT (5'X5')	LF	1,855	\$ 450.00	\$ 834,750.00
401.1	REINFORCED CONCRETE PIPE (CLASS III)(36" DIA)	LF	825	\$ 170.00	\$ 140,250.00
401.1	REINFORCED CONCRETE PIPE (CLASS III)(24" DIA)	LF	50	\$ 140.00	\$ 7,000.00
403.5	JUNCTION BOX 10'X10'X10'	EA	2	\$ 18,000.00	\$ 36,000.00
403.5	JUNCTION BOX 8'X8'X8'	EA	10	\$ 15,000.00	\$ 150,000.00
403.5	JUNCTION BOX 5'X5'X5'	EA	1	\$ 6,000.00	\$ 6,000.00
403.7	INLET TYPE 1 (COMPLETE)(10FT)	EA	2	\$ 10,000.00	\$ 20,000.00
403.7	INLET TYPE 1 (COMPLETE)(20FT)	EA	6	\$ 13,500.00	\$ 81,000.00
407.4	CONCRETE COLLARS	CY	24	\$ 650.00	\$ 15,600.00
410.2	GRAVEL SUBGRADE FILLER (100 CY < X < 1,000 CY)	CY	320	\$ 35.00	\$ 11,200.00
1522	CONCRETE RIPRAP (5" THICK)(<100SY)	SY	100	\$ 100.00	\$ 10,000.00
500.1	CONCRETE CURB (<1,000 LF)	LF	800	\$ 15.00	\$ 12,000.00
520.1	HYDROMULCHING (RESIDENTAL OR COMMERCIAL)	SY	2,000	\$ 2.55	\$ 5,100.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION (Storm Drain)	LF	2,387	\$ 10.00	\$ 23,870.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION (water)	LF	2,680	\$ 5.00	\$ 13,400.00
818	6" WATER LINE RELOCATION	LF	75	\$ 50.00	\$ 3,750.00
	REMOVE AC LINE	LF	70	\$ 50.00	\$ 3,500.00
	2" GAS LINE RELOCATION	LF	150	\$ 50.00	\$ 7,500.00
	TREE PROTECTION	LS	1	\$ 15,000.00	\$ 15,000.00
	CONTINGENCY	LS	1	15%	\$ 307,814.02
	TRAFFIC CONTROL	LS	3	3%	\$ 61,562.80
	EROSION CONTROL	LS	1	1%	\$ 20,520.93
	TOTAL CONSTRUCTION COST				\$ 2,746,384.28
	ENGINEERING FEES				\$ 258,386.68
	SURVEY FEES				\$ 15,000.00
	CLOMR/LOMR STUDY				\$ 50,000.00
	GRAND TOTAL				\$ 3,069,770.96

Attachment B
Elm Spring Plan/Profile, &
OPCC Summary

LEGEND		
EXISTING	PROPOSED	
		STORM DRAIN MANHOLE
		ROADWAY
		LIGHT POLE
		POWER POLE
		FIRE HYDRANT
		OVER HEAD ELEC. LINE
		OVER HEAD UTILITY
		SD
		W
		UGE
		UGT
		G
		PROPERTY LINE
		CONTOUR
		SPOT ELEVATION
		FLOW DIRECTION
		AREA OF MILL & OVERLAY
		FEMA FLOODPLAIN LINE



ELM SPRING STA 9+00.00 TO 13+00.00



REVISION	APPROVAL
NEERS + SURVEYING	
CITY OF SHAVANO PARK ELM CREEK DRAINAGE IMPROVEMENTS ELM SPRING STA 9+00.00 TO 13+00.00	
PROJECT NO.: 622-06-01	DATE: 1/17/20
DSGN. BY: JG	CHKD. BY: RG
SHEET NO.: 4 OF #	

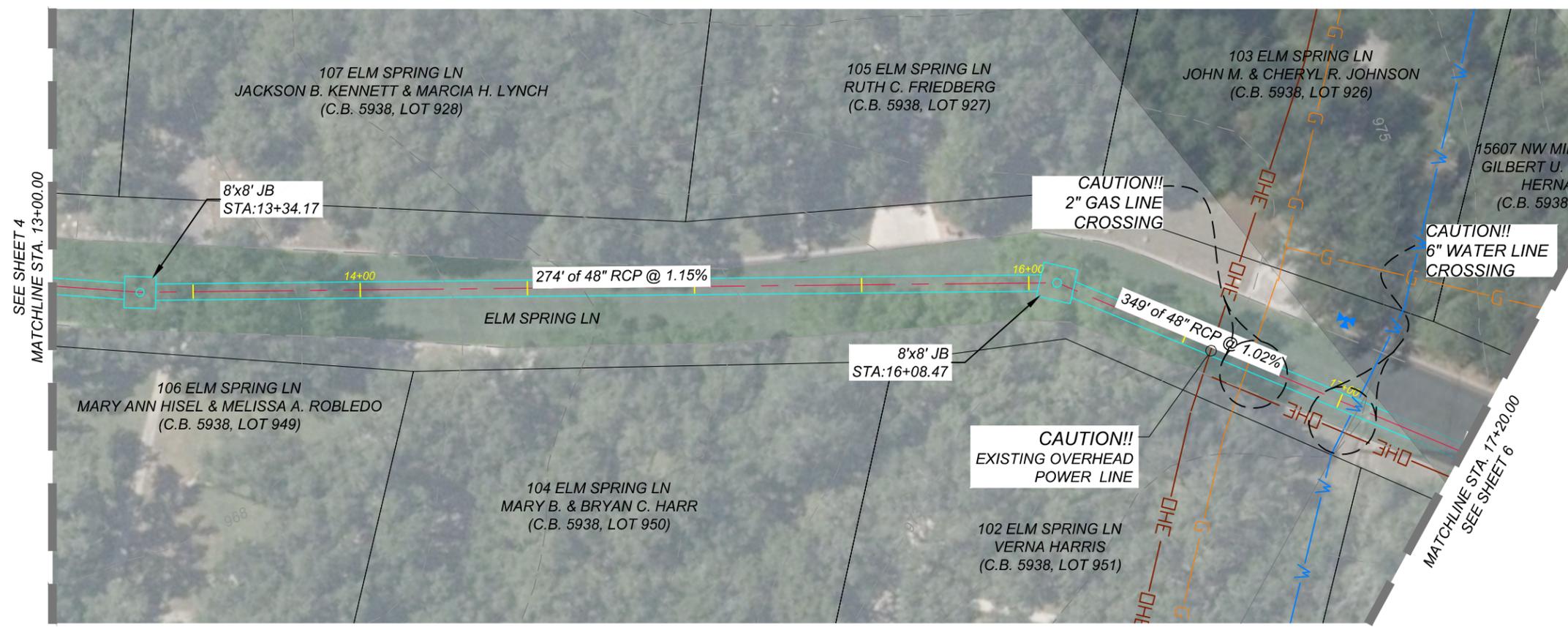
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LEGEND

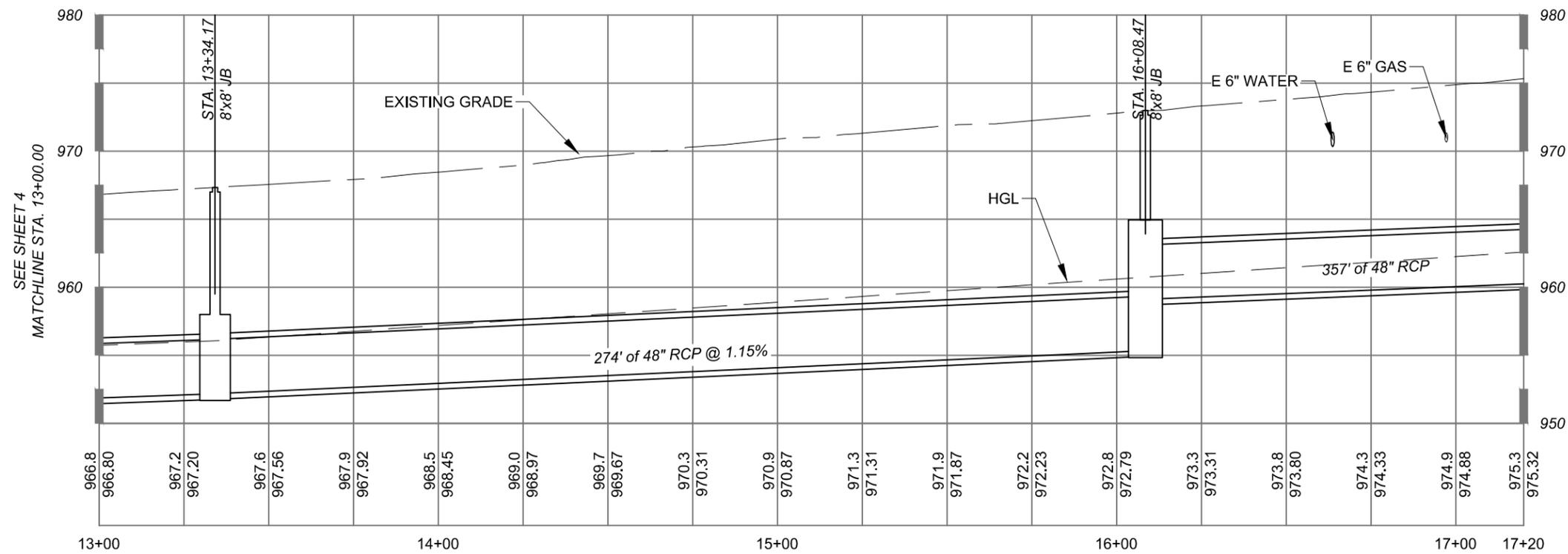
EXISTING	PROPOSED	
		STORM DRAIN MANHOLE
		ROADWAY
		LIGHT POLE
		POWER POLE
		FIRE HYDRANT
		OVER HEAD ELEC. LINE
		OVER HEAD UTILITY
		STORM DRAIN LINE
		WATER LINE
		UNDERGROUND ELECTRIC
		UNDERGROUND TELEPHONE
		GAS LINE
		PROPERTY LINE
		CONTOUR
		SPOT ELEVATION
		FLOW DIRECTION
		AREA OF MILL & OVERLAY
		FEMA FLOODPLAIN LINE

SCALE: 1" = 40'

0' 40' 80'



ELM SPRING STA 13+00.00 TO 17+20.00



REVISION	APPROVAL

KFW
NEERS + SURVEYING

3421 Paesanos Pkwy, Suite 200
San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

ELM CREEK DRAINAGE IMPROVEMENTS

ELM SPRING STA 13+00.00 TO 17+20.00

PROJECT NO.: 622-06-01	DATE: 1/17/20
DSGN. BY: JG	CHKD. BY: RG
SHEET NO.: 5 OF #	

Date: Apr 28, 2020, 8:24am User ID: jgawlik
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OPINION OF PROBABLE CONSTRUCTION COST SUMMARY BREAKDOWN

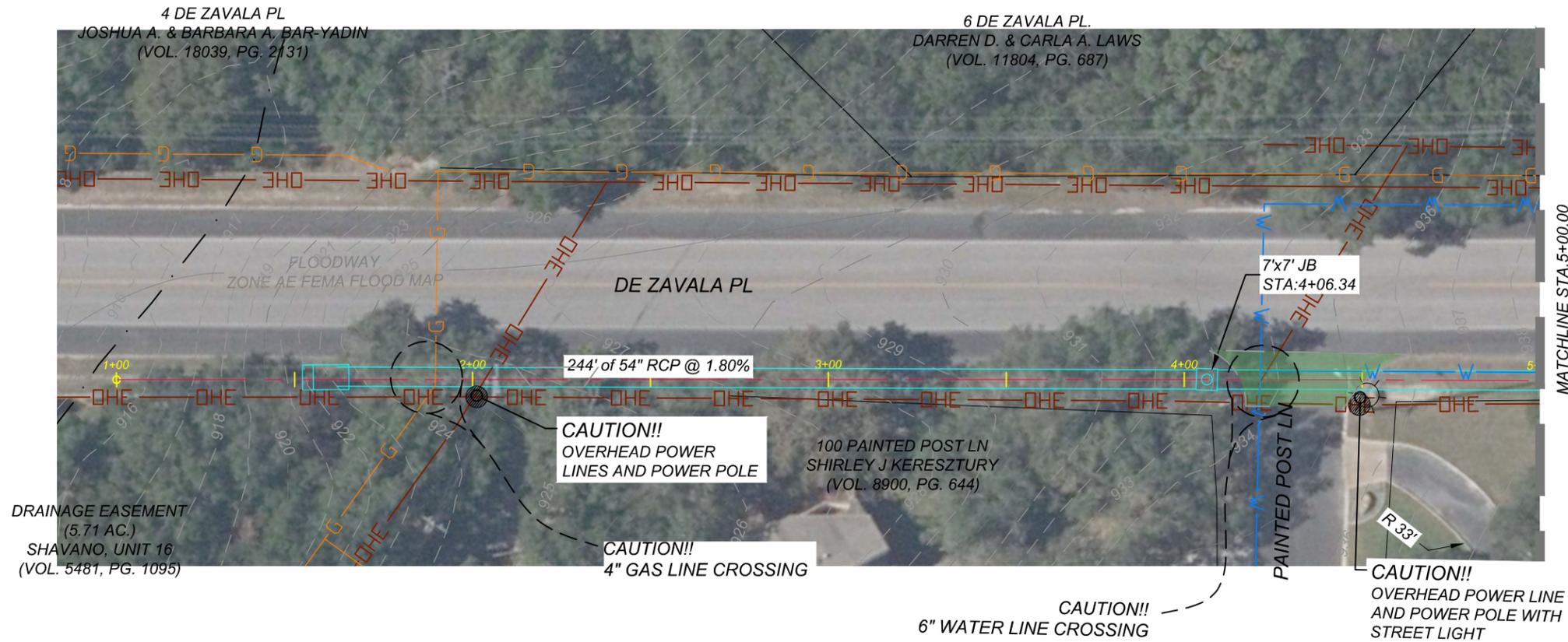
PROJECT NAME: ELM CREEK
 SUBMITTAL: LIMITED STUDY DESIGN
 DEVELOPED BY: JUSTIN GAWLIK, PE
 PROJECT NUMBER: 622-06-01
 DATE: 4/13/2020

ITEM	DESCRIPTION	UNIT	QUANTITY	PRICE	COST
100.1	MOBILIZATION	LS	1	11%	\$ 97,210.18
101.1	PREPARING RIGHT-OF-WAY	LS	1	4%	\$ 35,349.16
100.2	INSURANCE & BOND	LS	1	3%	\$ 26,511.87
103.1	REMOVE CONCRETE CURB (X > 700 LF)	LF	450	\$ 6.00	\$ 2,700.00
104.1	STREET EXCAVATION	CY	100	\$ 25.00	\$ 2,500.00
105.1	CHANNEL EXCAVATION (150 CY > X > 5,000 CY)	CY	750	\$ 25.00	\$ 18,750.00
205.2	HOT MIX ASPHALTIC PAVEMENT, TYPE B (6" COMP. DEPTH)	SY	1,342	\$ 40.00	\$ 53,680.00
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (1.5" COMP. DEPTH)(>5,000 SY)	SY	3,500	\$ 12.04	\$ 42,140.00
208.1	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (1.5" DEPTH)	SY	3,500	\$ 5.00	\$ 17,500.00
307.1	CONCRETE STRUCTURES (HEADWALLS OR OUTFALL STRUCTURES)	CY	1	\$ 1,500.00	\$ 1,500.00
401.1	REINFORCED CONCRETE PIPE (CLASS III)(48" DIA)	LF	1,590	\$ 340.00	\$ 540,600.00
401.1	REINFORCED CONCRETE PIPE (CLASS III)(24" DIA)	LF	20	\$ 125.00	\$ 2,500.00
403.3	JUNCTION BOX 8'X8'X8'	EA	4	\$ 25,000.00	\$ 100,000.00
403.7	INLET TYPE 1 (COMPLETE)(15FT)	EA	1	\$ 17,000.00	\$ 17,000.00
403.7	INLET TYPE 1 (COMPLETE)(20FT)	EA	2	\$ 20,500.00	\$ 41,000.00
407.4	CONCRETE COLLARS	CY	5	\$ 654.57	\$ 2,945.57
403.12	SPECIAL INLET (4-WAY)	EA	1	\$ 6,288.33	\$ 6,288.33
500.1	CONCRETE CURB	LF	450	\$ 12.00	\$ 5,400.00
503.1	PORTLAND CEMENT DRIVEWAYS (<100SY)	SY	57	\$ 75.00	\$ 4,275.00
505.1	CONCRETE RIP RAP (5" THICK)	SY	100	\$ 100.00	\$ 10,000.00
520.1	HYDROMULCHING (RESIDENTIAL OR COMMERCIAL)	SY	250	\$ 1.00	\$ 250.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION	LF	1,590	\$ 5.00	\$ 7,950.00
818	6" WATER LINE RELOCATION	LF	50	\$ 65.00	\$ 3,250.00
	6" GAS LINE RELOCATION	LF	50	\$ 70.00	\$ 3,500.00
	TRAFFIC CONTROL	LS	3	3%	\$ 26,511.87
	EROSION CONTROL	LS	1	1%	\$ 8,837.29
	CONTINGENCY	LS	1	15%	\$ 132,559.33
	TOTAL CONSTRUCTION COST				\$ 1,210,708.59
	ENGINEERING FEES				\$ 110,466.11
	GRAND TOTAL				\$ 1,321,174.70

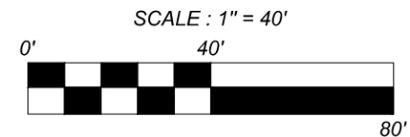
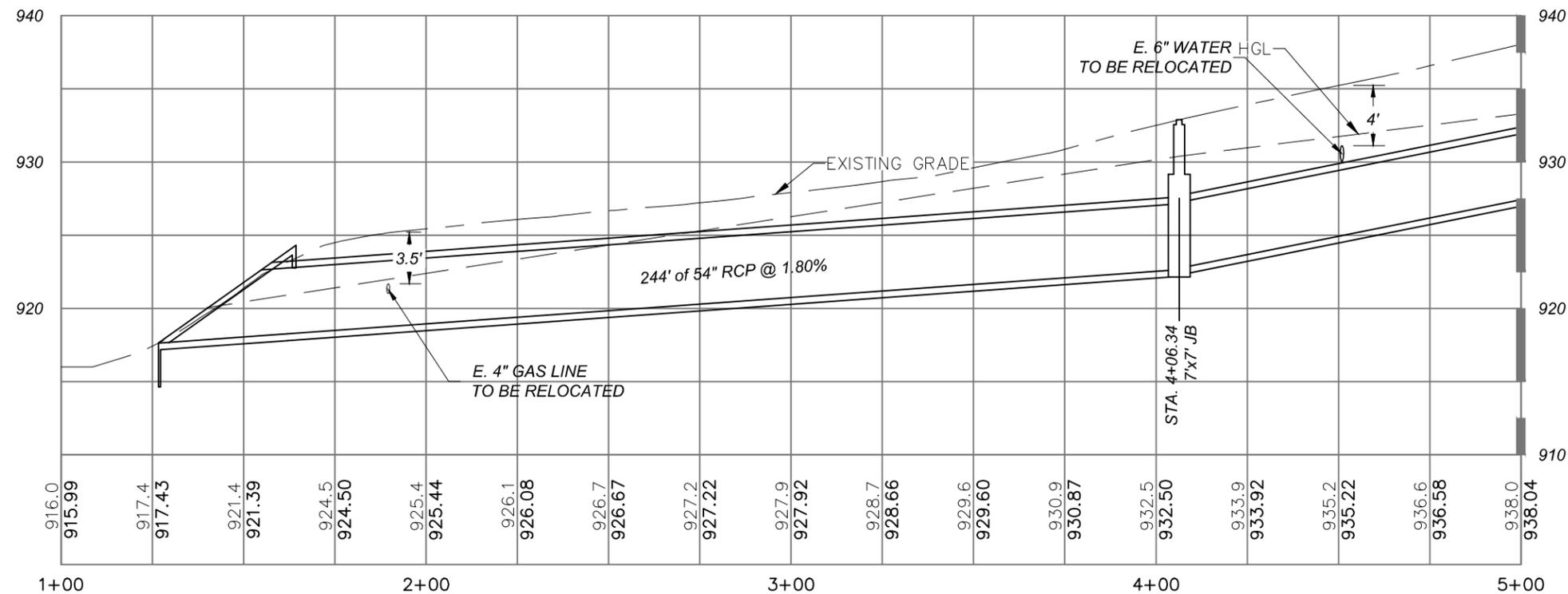
Attachment C
Ripple Creek Plan/Profile, &
OPCC Summary

LEGEND

- | EXISTING | PROPOSED | |
|----------|----------|--------------------------|
| | | STORM DRAIN MANHOLE |
| | | ROADWAY |
| | | LIGHT POLE |
| | | POWER POLE |
| | | FIRE HYDRANT |
| | | OVER HEAD ELEC. LINE |
| | | OVER HEAD UTILITY |
| | | STORM DRAIN LINE |
| | | WATER LINE |
| | | UNDERGROUND ELECTRIC |
| | | UNDERGROUND TELEPHONE |
| | | GAS LINE |
| | | PROPERTY LINE |
| | | CONTOUR |
| | | SPOT ELEVATION |
| | | FLOW DIRECTION |
| | | AREA OF REMOVE & REPLACE |
| | | FEMA FLOODPLAIN LINE |



RIPPLE CREEK STA 1+00.00 TO 5+00.00



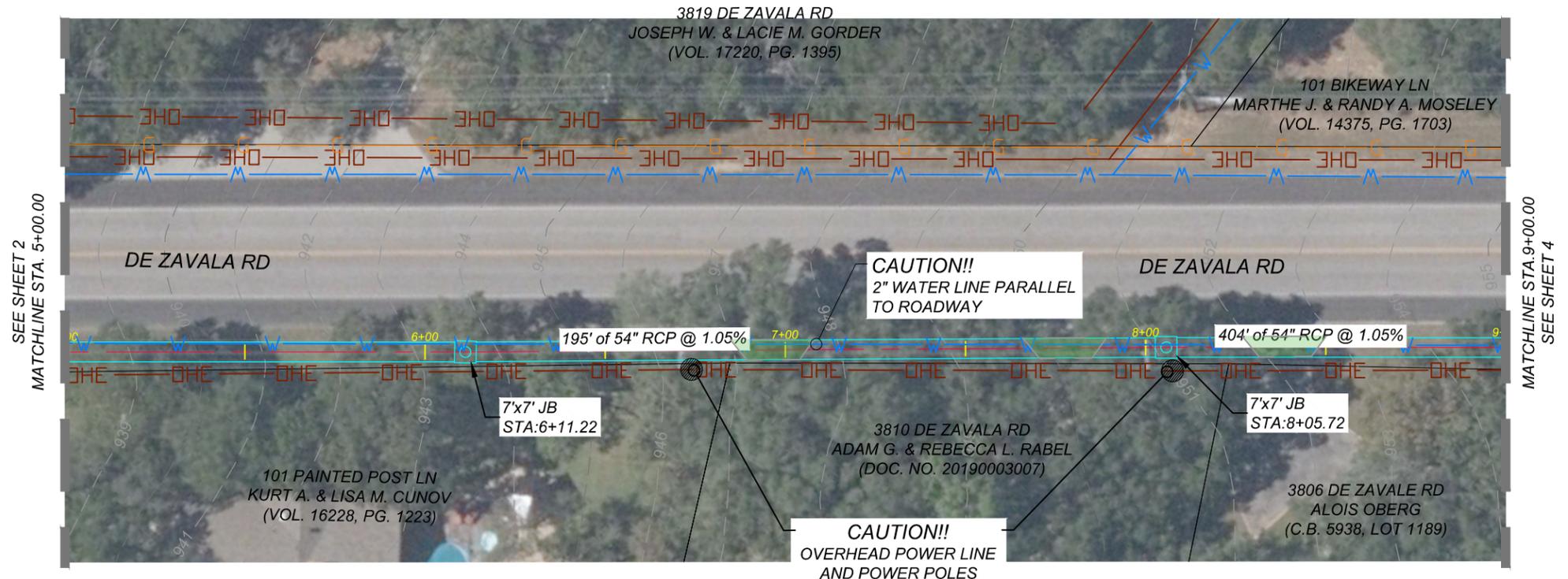
MATCHLINE STA. 5+00.00
SEE SHEET 3

DATE	No.	REVISION	APPROVAL
3421 Paesanos Pkwy, Suite 200 San Antonio, TX 78231 Phone #: (210) 979-8444 Fax #: (210) 979-8441 TBPE Firm #: 9513 TBPLS Firm #: 10122300			
CITY OF SHAVANO PARK			
RIBBLE CREEK DRAINAGE IMPROVEMENTS RIPPLE CREEK STA 1+00.00 TO 5+00.00			
DRWN. BY:	PROJECT NO.: 622-06-01	DATE: 1/17/20	SHEET NO.: 2 OF #
DSGN. BY: JG	CHKD. BY: RG		

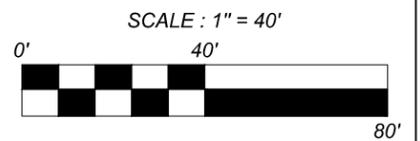
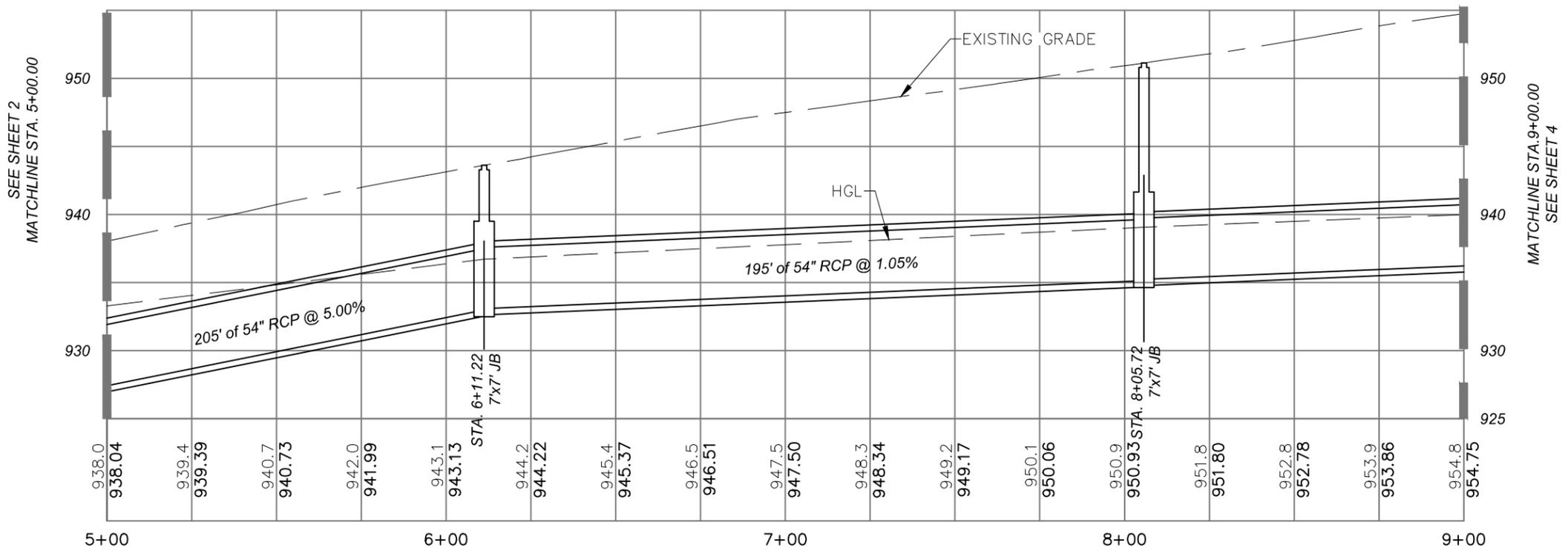
Date: Apr 14, 2020, 3:56pm User: JD, jg
File: M:\2020\01\Drawings\City\Hydraulic\RIPPLE CREEK P&P.dwg

LEGEND
EXISTING PROPOSED

-  STORM DRAIN MANHOLE
-  ROADWAY
-  LIGHT POLE
-  POWER POLE
-  FIRE HYDRANT
-  OVER HEAD ELEC. LINE
-  OVER HEAD UTILITY
-  STORM DRAIN LINE
-  WATER LINE
-  UNDERGROUND ELECTRIC
-  UNDERGROUND TELEPHONE
-  GAS LINE
-  PROPERTY LINE
-  CONTOUR
-  SPOT ELEVATION
-  FLOW DIRECTION
-  AREA OF REMOVE & REPLACE
-  FEMA FLOODPLAIN LINE



RIPPLE CREEK STA 5+00.00 TO 9+00.00



DATE	No.	REVISION	APPROVAL



KFW
ENGINEERS + SURVEYING

3421 Paesanos Pkwy, Suite 200
San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

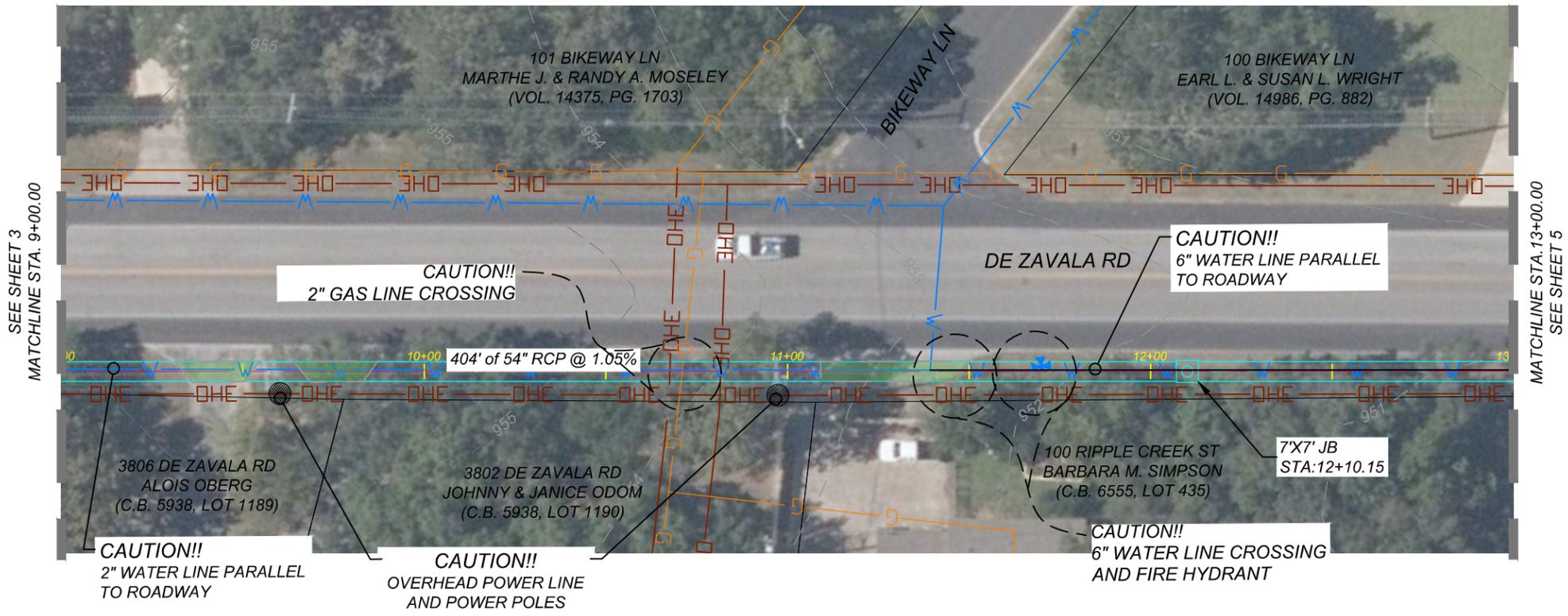
RIBBLE CREEK DRAINAGE IMPROVEMENTS
RIPPLE CREEK STA
5+00.00 TO 9+00.00

PROJECT NO.: 622-06-01	DATE: 1/17/20
DRWN. BY: DSGN. BY: JG	CHKD. BY: RG SHEET NO.: 3 OF #

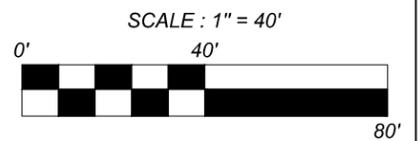
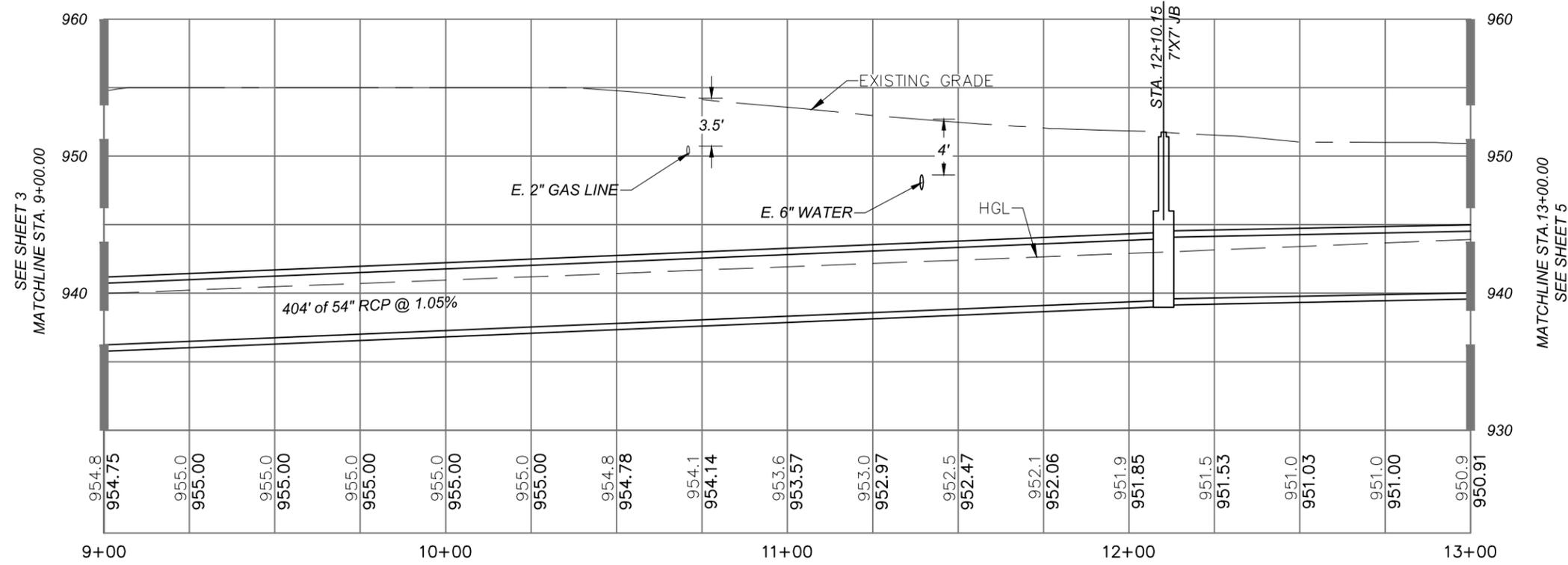
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LEGEND
EXISTING PROPOSED

- STORM DRAIN MANHOLE
- ROADWAY
- LIGHT POLE
- POWER POLE
- FIRE HYDRANT
- OVER HEAD ELEC. LINE
- OVER HEAD UTILITY
- STORM DRAIN LINE
- WATER LINE
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- GAS LINE
- PROPERTY LINE
- CONTOUR
- SPOT ELEVATION
- FLOW DIRECTION
- AREA OF REMOVE & REPLACE
- FEMA FLOODPLAIN LINE



RIPPLE CREEK STA 9+00.00 TO 13+00.00



DATE	No.	REVISION	APPROVAL

3421 Paesanos Pkwy, Suite 200
San Antonio, TX 78231
Phone #: (210) 979-8444
Fax #: (210) 979-8441
TBPE Firm #: 9513
TBPLS Firm #: 10122300

CITY OF SHAVANO PARK

RIBBLE CREEK DRAINAGE IMPROVEMENTS

RIPPLE CREEK STA

9+00.00 TO 13+00.00

PROJECT NO.: 622-06-01	DATE: 1/17/20
DRWN. BY: _____	DSGN. BY: JG CHKD. BY: RG SHEET NO.: 4 OF #

Date: Apr 14, 2020, 4:07pm User: JD, jgwhf File: M:\2020\01\01\Shavano\Hydraulic\RIBBLE CREEK PAP.dwg

OPINION OF PROBABLE CONSTRUCTION COST SUMMARY BREAKDOWN

PROJECT NAME: RIPPLE CREEK
 SUBMITTAL: LIMITED STUDY DESIGN
 DEVELOPED BY: JUSTIN GAWLIK, PE
 PROJECT NUMBER: 622-06-01
 DATE: 4/13/2020

ITEM	DESCRIPTION	UNIT	QUANTITY	PRICE	COST
100.1	MOBILIZATION	LS	1	11%	\$ 95,823.21
100.2	INSURANCE & BOND	LS	1	3%	\$ 26,133.60
101.1	PREPARING RIGHT-OF-WAY	LS	1	4%	\$ 34,844.80
105.1	CHANNEL EXCAVATION (150 CY > X > 5,000 CY)	CY	100	\$ 25.00	\$ 2,500.00
205.2	HOT MIX ASPHALTIC PAVEMENT, TYPE B (8" COMP. DEPTH)	SY	50	\$ 40.00	\$ 2,000.00
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2" COMP. DEPTH)(>5,000 SY)	SY	141	\$ 12.04	\$ 1,698.98
208.1	SALAVING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (1.5" DEPTH)	SY	141	\$ 5.00	\$ 705.00
401.1	REINFORCED CONCRETE PIPE (CLASS III)(54" DIA)	LF	1,450	\$ 450.00	\$ 652,500.00
401.4	SAFETY END TREATMENT (TYPE 1)(54" DIA)	EA	1	\$ 4,500.00	\$ 4,500.00
403.12	SPECIAL INLET (4-WAY)	EA	1	\$ 6,288.33	\$ 6,288.33
403.3	JUNCTION BOX 7'X7'X7'	EA	4	\$ 17,500.00	\$ 70,000.00
407.4	CONCRETE COLLARS	CY	4	\$ 654.57	\$ 2,618.28
503.1	PORTLAND CEMENT DRIVEWAYS (100SY<X<10,000SY)	SY	135	\$ 63.74	\$ 8,604.90
520.1	HYDROMULCHING (RESIDENTIAL OR COMMERCIAL)	SY	3,500	\$ 1.00	\$ 3,500.00
505.1	CONCRETE RIPRAP (5" THICK)(<100SY)	SY	150	\$ 100.00	\$ 15,000.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION (STORM SEWER)	LF	1,450	\$ 5.00	\$ 7,250.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION WATER)	LF	940	\$ 5.00	\$ 4,700.00
834	FIRE HYDRANT ASSEMBLY	EA	1	\$ 6,500.00	\$ 6,500.00
818	6" WATER LINE RELOCATION	LF	220	\$ 65.00	\$ 14,300.00
818	2" WATER LINE RELOCATION	LF	720	\$ 35.00	\$ 25,200.00
824	RELAY 3/4" LONG SERVICE	EA	4	\$ 1,500.00	\$ 6,000.00
2B	4" GAS LINE RELOCATION	LF	30	\$ 75.00	\$ 2,250.00
	2" GAS LINE RELOCATION	LF	30	\$ 50.00	\$ 1,500.00
	TRAFFIC CONTROL	LS	3	3%	\$ 25,128.46
	EROSION CONTROL	LS	1	1%	\$ 8,376.15
	CONTINGENCY	LS	1	15%	\$ 130,668.02
	TOTAL CONSTRUCTION COST				\$ 1,158,589.74
	ENGINEERING FEES				\$ 108,890.01
	GRAND TOTAL				\$ 1,267,479.76

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.5

Prepared by: Mayor Pro Tem Ross

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion /Action - Board of Adjustment Policy and Procedures - Mayor Pro Tem Ross

Attachments for Reference:

1) Attorney Memos

BACKGROUND / HISTORY:

Over the years we have had issues with decisions made by the BOA. No one yet has taken us to court over said issues, although concerns and threats of lawsuits have been made. As a council, we have attempted to mitigate the possibly with required board training from our City Attorney. Because State Law establishes the BoA function, the City does not have the authority to overturn or modify a decision of the BoA.

Some examples of overreach include:

A homeowner had converted the garage to living space, the house was sold without a garage. City refused a permit because the building would be in the setback. BoA allowed the new owner to build a garage, part of which was still in the setback. The justification given was that our ordinances required homes to have attached 2-car garages, so BoA allowed it. There was a hardship to the next door neighbor, because the encroachment was allowed.

That same neighbor, who now looks at a garage closer than it should be, had requested a variance to build a detached accessory building, the building would be farther front of the main house, violating our ordinances, so the City refused a permit. BoA also denied his request. He was then forced to build as an attached addition to the house.

Most recently a new homeowner appealed to the BoA to build front fencing in an area that does not allow front fencing. The City denied the request, BoA allowed it. There was no hardship to the property owner and now neighbors who wanted front fencing previously, and who were denied a permit, are unhappy. Others see the front fence as a weakening of their neighborhood rules and the approval in this case will open the door to additional front fencing requests, changing the character of the neighborhood.

It was brought to my attention by Alderman Colemere that the law does not require a BoA committee be formed, only that the appeal process be a formal city function. The Council can accept the responsibility without the need of a separate committee.

Some members of the committee have expressed their opinion of their role to be “to always side with the homeowner petitioner” because they are our neighbors. The state has specific legal guidance on the hardship required to allow a variance, a petitioner being our neighbor is not part of the guidance.

Sec. 36-131. – Variances.

(d) *Criteria for granting variances.* No variance can be granted unless:

- (1) Such variance will not be contrary to public interest.
- (2) Such variance will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the variance sought is located.
- (3) Such variance will not substantially or permanently injure the appropriate use of adjacent conforming property in the same district.
- (4) Such variance will not alter the essential character of the district in which it is located or the property for which the variance is sought.
- (5) Such variance will be in harmony with the spirit and purposes of this chapter.
- (6) The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial, and are not due to or the result of general conditions in the district in which the property is located.
- (7) The variance will not substantially weaken the general purposes of this chapter or the regulations herein established for the specified district.
- (8) The variance will not adversely affect the public health, safety or welfare of the public.

DISCUSSION:

We have very few appeals, less than one a year in recent years. What is the best way to assure that when we have an appeal, that it is handled following the law without allowing arbitrary decision making?

COURSES OF ACTION: To be discussed

FINANCIAL IMPACT: N/A unless we are involved in a lawsuit

MOTION REQUESTED:

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.6 / 6.7

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

6.6 Discussion /Action - Coronavirus Update - City Manager

6.7 Discussion / Action - Ordinance O-2020-009 considering an action extending a declaration of local disaster and public health emergency issued on March 23, 2020 by Mayor Bob Werner, and the corresponding addendums issued on March 30, 2020 and April 27, 2020 until June 22, 2020 to continue active preparedness and response for COVID-19 contingencies - City Manager



Attachments for Reference:

- 1) Ordinance O-2020-009 - Extending 35 days
 - 2) Ordinance O-2020-008 – Extending 30 days
 - 3) Ordinance O-2020-007 – Extending 30 days
- Mayor’s Declaration of Disaster and Public Health Emergency and accompanying letter

BACKGROUND / HISTORY: Updates highlighted

6.6 Coronavirus Update. The Texas Department of State Health Services has determined the COVID-19 represents a public health disaster. Governor Abbott has issued 15 Executive Orders pertaining to the COVID-19 pandemic, which included very restrictive control measures. Governor Abbott has begun to lift restrictions, but some level of restrictions are likely for the near future.

Across Texas and Bexar County, the number of new COVID-19 positive cases began to trend down the first week of May, but has maintained in the range of 14-65 since May 11th. While we appear to have successfully flatten the curve, health experts are reporting that we are not likely to see a significantly low number of new cases until August (which is a moving target). The City should continue to posture with the safety of our citizens and staff in mind while still providing excellent the services to the community.

The virus that causes COVID-19 is easily transmitted, especially in group settings, and it is essential that the spread of the virus be slowed to protect the ability of public and private health care providers to handle an influx of patients and safeguard public health and safety.

6.7 Emergency declaration. Governor Abbott issued an executive order effective midnight March 19, 2020 until April 3, 2020 limiting social gatherings to 10 people, prohibiting eating/drinking in restaurants and bars while still allowing takeout, and closing gyms, banning people from visiting nursing homes, and temporarily closing schools. The Governor has issued a number of additional orders concerning various directives and has extended his March 19th order.

On March 23rd, County Judge Nelson Wolff issued Executive NW-03 “Stay at Home Work Safe Measures.” It states, “All persons may only leave their residences to engage in allowable activities which shall include Exempted Activities or Exempted Businesses... but must implement all social distancing requirements and adopt other mitigating measures. All public or private gatherings of any number of people occurring outside a single household are hereafter prohibited, except as otherwise provided.”

Any and all limitations and restrictions from Governor Abbott and Judge Wolff apply to the City of Shavano Park.

On March 23rd, City of Shavano Park Mayor Bob Werner issued a City of Shavano Park Declaration of a Local Disaster and Public Health Emergency. The declaration of a Local State of Disaster and Public Health Emergency activates the City of Shavano Park Emergency Management Plan and provides for certain rules and regulations as stated in Exhibit A of the Ordinance.

We will continue to update the community as necessary on other potential changes to procedures and protocols based on COVID-19 developments that may impact the City of Shavano Park.

DISCUSSION:

6.6 Coronavirus Update.

July 4th Event – The Pandemic is not likely to have concluded prior to July 4th and gathering are likely to remain prohibited or at a minimum require social distancing. The event is geared toward young children and children are not typically good at social distancing. Note: The playgrounds are expected to be complete, but the Pavilion is most likely still going to be under construction.

Remote participation and open meetings act in meetings. The Governor has suspended the various aspects of the Texas Openning Meetings Act, including certain requirements concerning in person attendance to meetings. This has allowed the City to conduct meetings using video live-stream and telephonic attendance. At some point, Governor Abbott will likely restore the TOMA and attendance to the meetings must meet strict guidance for remote participation. It is likely that COVID-19 will remain a threat and we should consider methods that would allow up to two Alderman the ability to attend remotely, while a majority of Alderman must attend in person. In order to do this, we will require additions and modifications to our IT equipment. Staff will provide an update at the Council meeting.

Anticipated City Hall Public Assess. The City of Shavano Park front doors are locked and all in-person public access is limited by exception. Staff manning has resumed to normal levels. City Manager is closely monitoring the guidance and health trends and will discuss this at the meeting.

6.7 Extending the Emergency Declaration. Pursuant to §418.108(b) of the Texas Government Code, the State of Disaster and Public Health Emergency declared by Mayor Werner shall continue for seven days, unless continued or renewed by the City Council. On April 27th, City Council met and extended the declaration by ordinance by 30 days.

This proposed Ordinance extends the State of Disaster and Public Health Emergency by 35 days (until June 22, next City Council meeting) or upon expiration or cancellation of the state of emergency by Governor Abbott.

Because of the risk posed by the rapid spread of the virus, and the need to protect the most vulnerable members of the community, this Declaration in accordance with United States Centers for Disease Control and Prevention (CDC) recommendations prohibits all indoor public and private gatherings and outdoor gatherings within an enclosed space of 10 persons or more anywhere in the City of Shavano Park beginning at 11:59 PM on March 30, 2020 and continuing for thirty (30) days, unless extended consistent with requirements of state law. See paragraph 5 of Exhibit A to the ordinance for definitions and further guidance.

CoSP Ordinances allow approval with one reading in an emergency.

Ordinance Sec. 2-64

(d) Any ordinance necessary to protect the public's peace, health, safety and general welfare, may be passed in emergency and become effective at once upon one reading of the City Council, upon the approval of a majority vote of the City Council members at said reading. Such findings of an emergency shall be recorded in the minutes of the meeting at which the first reading of the proposed ordinance is to take place.

COURSES OF ACTION: Approve as presented or modified; or disapprove.

FINANCIAL IMPACT: Varies; extension of declaration allows the City to seek reimbursement for qualifying expenses

MOTION REQUESTED:

6.6 COVID-19 Update

1. To cancel the July 4th Independence Day City Sponsored Event

2. To approve staff's recommendation to outfit the City Hall chamber to allow two Alderman to participate remotely.

6.7. Emergency Declaration Extension

1. To approve consideration that the Ordinance being considered constitutes an emergency and may be approved in one reading.

2. To approve Ordinance O-2020-009 of the City Council of the City of Shavano Park extending a declaration of local disaster; establishing rules and regulations for the duration of the disaster; restricting certain activities; establishing penalties for violations.

ORDINANCE NO. O-2020 -009

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHAVANO PARK EXTENDING A DECLARATION OF LOCAL DISASTER AND PUBLIC HEALTH EMERGENCY ISSUED ON MARCH 23, 2020 BY MAYOR BOB WERNER, AND THE CORRESPONDING ADDENDUMS ISSUED ON MARCH 30, 2020 AND APRIL 27, 2020 UNTIL JUNE 22, 2020 TO CONTINUE ACTIVE PREPAREDNESS AND RESPONSE FOR COVID-19 CONTINGENCIES.

WHEREAS, Executive Order GA-14 issued March 31, 2020, effective at 11:59 p.m. on April 2, 2020, Texas Governor Greg Abbott ordered that in accordance with guidance from DSHS Commissioner Dr. Hellerstedt, and to achieve the goals established by the President to reduce the spread of COVID-19, every person in Texas shall, except where necessary to provide or obtain essential services, minimize social gatherings and minimize in-person contact with people who are not in the same household.

WHEREAS, on March 23, 2020, the Mayor of the City of Shavano Park, initially declared a 7-day local state of disaster and public health emergency consistent with the Texas Disaster Act of 1975 to address contingencies related to the COVID-19 outbreak; and

WHEREAS, on March 30, 2020 and April 27th the City Council of the City of Shavano Park extended the Declaration of a local state of disaster and public health emergency; and

WHEREAS, extension of the Declaration will provide the City with the ability to continue to respond and address contingencies associated with the COVID-19 as they arise; and

WHEREAS, the City Council of the City of Shavano Park has determined that the Declaration of a local state of disaster and public health emergency should be extended;

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

1. The Declaration of local state of disaster and public health emergency issued by Mayor Bob Werner on March 23, 2020, including its corresponding Addendums issued on March 30, 2020 and April 27, 2020, is hereby renewed and extended for an additional period of thirty days from the effective date, or upon the expiration or cancellation of the state of emergency by Governor Abbott, including all rules and regulations attached hereto as Exhibit A.
2. This Ordinance shall be in force and effect from its first and final passage, and publication as required by law.

PASSED AND APPROVED by the City Council of Shavano Park this the 18th day of May 2020.

Robert Werner
Mayor

ATTEST: _____
Zina Tedford, City Secretary

EXHIBIT A

Declaration Regarding Public and Private Gatherings

1. The virus that causes COVID-19 is easily transmitted, especially in group settings, and it is essential that the spread of the virus be slowed to protect the ability of public and private health care providers to handle an influx of patients and safeguard public health and safety.
2. Because of the risk of the rapid spread of the virus, and the need to protect the most vulnerable members of the community, this Declaration in accordance with United States Centers for Disease Control and Prevention (CDC) recommendations prohibits all indoor public and private gatherings and outdoor gatherings within an enclosed space of 10 persons or more anywhere in the City of Shavano Park beginning at 11:59 PM on March 30, 2020 and continuing for thirty (30) days, unless extended consistent with requirements of state law.
3. For all other gatherings, it is strongly recommended that social distancing protocols established by the United States Centers for Disease Control and Prevention (CDC) and found within the "Implementation of Mitigation Strategies for Communities with Local COVID-19 Transmission" issued by the United States Centers for Disease Control and Prevention ("CDC") on or around March 15, 2020 (available online at <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigationstrategy.pdf>, including canceling, rescheduling, or not attending events with more than 10 persons).
4. Further, organizations should follow recommendations of the CDC to especially include those that serve high-risk populations (defined below) should follow CDC guidance for social distancing.
5. Definitions and further guidance:
 - a. For purposes of this Declaration, a "Mass Gathering" is any event or convening, subject to the exceptions and clarifications below, that brings together or is likely to bring together ten (10) or more persons at the same time in a single room or other single confined or enclosed space, such as, by way of example and without limitation, an auditorium, theatre, stadium (indoor or outdoor), arena or event center, meeting hall, conference center, large cafeteria, or any other confined indoor or confined outdoor space.
 - b. This Declaration also does not prohibit gatherings of people in multiple, separate enclosed spaces in a single building, so long as 10 people are not present in any single space at the same time. This Declaration also does not prohibit use of enclosed spaces where 10 or more people may be present at different times during the day, so long as 10 or more people are not present in the space at the same time. For any gathering covered by this subsection c., compliance with Social Distancing Recommendations, including providing hand sanitizer and tissues and increasing cleaning of commonly touched surfaces is strongly encouraged.
 - c. For purposes of clarity, a "Mass Gathering" does not include the following: (i) places of worship; (ii) office space, banks or financial institutions, hotels, or residential buildings; (iii) grocery stores, gas stations, or places of employment that provide critical infrastructure or

essential services where large numbers of people are present but it is unusual for them to be within 6 feet of one another for extended periods; (iv) jails, and transit facilities (v) hospitals, medical facilities and shelters; (vi) government buildings providing essential services. In all such settings, it is recommended that the public follow social distancing recommendations, and harm reduction measures such as hand sanitizer and tissues should be provided when possible.

- d. People shall not visit nursing homes or retirement or long-term care facilities unless to provide critical assistance.

6. In accordance with Texas Government Code §418.173, a person who knowingly or intentionally violates this declaration commits an offense, punishable by a fine up to \$1,000.00.

7. The Governor or the Local Health Authority and Director of Health may update restrictions set out in this Exhibit as necessary to respond to the evolving circumstances of this outbreak during the duration of the Mayor's Declaration of Public Health Emergency and any extension by the Shavano Park City Council.

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.8

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion /Action - Ordinance O-2020-002 amending the City of Shavano Park Code of Ordinances, Chapter 24: Signs to clarify requirements within Sign Ordinance. Possible Executive Session pursuant to Texas Government Code, § 551.071, Consultation with Attorney (final reading) - City Manager

Attachments for Reference:

- 1) 6.6a Sign Amendments (Track Changes)
- 2) 6.6c Sign Table
- 3) 6.6b Ordinance O-2020-002 (v1st reading)

BACKGROUND / HISTORY: **Updates in Yellow.** In 2016, the City made major revisions to the City's sign code and created a sign policy for City property in light of 2015 Supreme Court *Reed v. Town of Gilbert* decision. In 2017, the City made further amendments to the sign policy with regard to signs during voting periods.

Staff proposes new amendments to further update the City's sign code in coordination with the City's Attorney. In addition, these amendments propose slightly more lenient signage in commercial zoning districts after feedback from business community since 2016 implementation of the revised sign code.

At the October 2, 2019 Planning & Zoning Commission meeting, staff presented possible amendments and no action was taken.

At the November 6, 2019 Planning & Zoning Commission meeting, staff presented possible amendments and discussion occurred with no action taken. On November 25, 2019 City staff received the attorney's update sign amendments, on November 26 City staff met with Planning & Zoning Chairman Aleman to further review the proposed amendments.

At the December 4, 2019 Planning & Zoning Commission meeting, staff presented possible amendments. Detailed discussion occurred and guidance provided, but no action was taken.

In addition, staff after consultation with Attorney recommend updating City Policy # 11 – Signs on Public Property to match the edits in the Sign Ordinance (next agenda item).

At the January 8, 2020 Planning & Zoning meeting, staff presented revisions and possible amendments. Detailed discussion occurred and guidance provided, but no action was taken. Staff and attorney made further revisions after guidance from the Commission.

At the January 27, 2020 City Council meeting, staff presented the possible sign ordinance amendments. City Council convened an Executive Session for consultation with attorney. No action was taken.

At the February 5, 2020 Planning & Zoning Commission meeting, the Commission recommended approval of the Sign Amendments, as presented in attachment 6.2a.

At the February 25th meeting, City Council held a public hearing to receive comments from members of the public regarding proposed amendments to the City of Shavano Park Code of Ordinances, including changes to Chapter 24 to update and clarify changes within Sign Ordinance.

At the February 25th meeting, City Council then approved (first reading) the proposed amendment with one change in the residential voting period section of the ordinance.

The attached track changes ordinances show all updates.

DISCUSSION:

The discussion and approval of the first reading of this draft ordinance was without question except for the size of a sign allowed during voting periods within the residential zoning districts. Currently, our ordinance limits the size of a single sign to 24 square feet. The P&Z recommended limit was 36 square feet in order to limit the conflict with the Texas Election Code. Council considered maintaining the size limit to 24 square feet, but ultimately approved the limit of a single sign reduced to 6 square feet.

The City Attorney and Staff recommend the size limit be reconsidered and have presented two versions.

(5) Voting Period Signs. During voting periods as defined in Sec. 24-2, each residential property may install non-commercial signs in addition to those described in Sec. 24-6(2), subject to the following restrictions:

v1 c. The total sign area of all voting period signs shall be no more than 44 square feet, and no one sign shall be larger than **6 square feet**;

v2 c. The total sign area of all voting period signs shall be no more than 44 square feet, and no one sign shall be larger than **24 or 36 square feet**;

All possible amendments are presented in different color fonts within the attachments. A brief list of proposed changes:

General

- Attorney and staff drafted new Appendix for summary table of design standards for ease of use by sign applicants
- Numerous grammatical and syntax edits from former Chairman Janssen
- Sec. 24-2 – added definitions for *Banner Sign, Commercial Sign, Dilapidation, Feather banner, Flag, Flag - Non-Commercial, Government sign, Install, Non-Commercial Sign, Nonconforming Sign, Off-premises Sign, Pennant Sign, Premises, Responsible Party, and Right-of-Way*
- Sec. 24-2 – deleted definitions for *Political Sign, Park or Municipal Property, and Fireproof structure* as duplicative or in accordance with case law
- Sec. 24-2 – updated definition for banner signs to differentiate it from flags, pennants, and feather banners. Added definitions for those displays to further clarify code.
- Sec. 24-2 – moved prohibition against signs protruding above the building structure from definition to body of the commercial sign regulations
- Clarified “Responsible Party” in definitions and throughout the code to make all individuals involved in installing signs responsible for following the code
- Removed language referencing the City’s ETJ
- Added Sec 24-10 for miscellaneous authorized signs that do not require permits: traffic control devices, government notes, signs on vehicles, vending machine signs, memorial signs, signs wholly within confines of a building
- Added Sec. 24-10(10) regulations for flags in business and residential zoning districts
- Added Sec. 24-11 regulations on handling destroyed nonconforming signs
- Added Sec. 24-12 regulations on handling abandoned signs
- Sec. 24-13 – added subsection establishing City Manager responsible with enforcement
- Edits from the attorney to clarify Sign area vs Sign face confusion – removed remaining “sign face” mentions
- Changed all words for sign placed / erected / displayed to consistent use of install / installed
- Added how sign area is measured for each subsection
- Sec. 24-3: Deleted redundant “animated” and “flashing” signs under prohibited signs

Commercial Districts

- Sec. 24-5(1) – added 3 allowable signs totaling 128 ft² during construction
- Sec. 24-5(2) – deleted confusing phrase regarding 30 days from Certificate of Occupancy (C of O)

- Sec. 24-5(4) – Revised regulation of signs during building for sale/lease, increased allowable sign area from 40 to 64 ft², added clause for lot facing 2 streets
- Sec. 24-5(5)(b) – Increased allowable sign areas to 150 ft² for multi-tenant buildings with interior access to individual businesses; 250 ft² for buildings greater than 30,000 ft².
- Sec. 24-5(8) – Added new category of allowable directional & safety signs, removed any limit on number
- Sec. 24-5(9) – Added reference for appealing permit decisions made by an appointed city official to Board of Adjustment
- Sec. 24-5(10) – added noncommercial content allowed on signs in business districts as required by case law

Residential Districts

- Sec. 24-6(3) – Removed the “in encouragement” of student achievement language
- Sec. 24-7(5) – Signs in voting period size increased to aggregate ~~36~~ 44 square feet, with ~~24~~ ~~36~~ 6 square feet per sign
- Sec. 24-6(10) – Added storage of removed signs language

Banner Signs

- Sec. 24-7 – Deleted Banner Sign regulations – making banner signs prohibited across all zoning districts.

Flag Regulations

- Added Sec. 24-9(10) – Flag regulations: 4 flags, 3 flagpoles, flag size limit of 60 square feet, flagpole height limit of 40 feet. Allow commercial messages in appropriate zoning districts, but no off-premises commercial messages.
- Added Sec. 24-9(11) – Flag regulations broken out for residential areas: 4 non-commercial flags on 3 flag poles, flag size limit of 40 square feet, flagpole height limit of 25 foot.

Monument Signs

- Sec. 24-10 – deleted monument sign section and moved language to Commercial and Residential zoning districts as appropriate.
- Complete re-write of Business Zoning District monument sign regulations to improve clarity and readability. Most regulations in new proposed language match current regulations.
- Sec. 24-6(6) Added authorization for Neighborhood monument signs
- Sec. 24-6(7) Added authorization for Street Monument Signs upon City Council approval (like the monuments on NW Military Hwy).
- Sec. 24-5(3)(c)(3) – clarified the base of the monument sign is included in the height of the sign.

COURSES OF ACTION:

- (1) Approve Ordinance O-2020-002 v1 (final reading) as approved in first reading;
- (2) Approve Ordinance O-2020-002 v2 (final reading) as amending the voting period sign size to 36 square feet or leaving the sign size as it is currently allowed in our ordinances at 24 square feet.
- (3) Propose additional amendments and then approve Ord O-2020-002 (final reading) or
- (4) Decline approval and provide further guidance to staff.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Ordinance O-2020-002 v2 amending the City of Shavano Park Code of Ordinances, Chapter 24: Signs to clarify requirements within Sign Ordinance (final reading).

ARTICLE I. - IN GENERAL

Sec. 24-1. — Purpose and Scope.

These regulations shall apply in the City Limits. These regulations set forth by the City of Shavano Park, pursuant to its authority to regulate structures under Texas: Local Government Code ~~ch.~~Chapter 211 and any authority it may have under Texas: Local Government Code ~~ch.~~Chapter 216, combine the need to protect the public safety and welfare, the need to encourage pedestrian movement, the need for a well maintained and attractive community, and the need to adequately convey ideas, provide communication, and identify features within the community. The provisions do not ensure or provide for every property or business owner's desired level of visibility for signs. The sign standards are intended to allow signs to have adequate visibility from streets and rights-of-way that abut a site, but not for visibility from streets and rights-of-way farther away. The regulations for signs and awnings have the following specific objectives:

1. To ensure that signs and awnings are designed, constructed, installed and maintained according to standards to safeguard life, health, property, and public welfare, and to eliminate excessive and/or confusing sign displays that create potential hazards to motorists, pedestrians, and to property;
2. To allow and promote positive conditions for sign communication while at the same time restrict signs which create continuous visual clutter and hazards at public right-of-way intersections;
3. To reflect and support the desired character and development patterns of the various zoning districts in order to plan and promote an attractive environment;
4. To allow for adequate and effective signs in business and office districts, while preventing signs from dominating the appearance of the area, thereby encouraging a positive business atmosphere;
5. To establish a sign application and sign permit review process that effectively regulates issues pertaining to the location, placement, and physical characteristics of signs in an effort to ensure compatibility with adjoining land uses, architecture, and landscape; and
6. To provide for consistent, fair, and content neutral application and enforcement of regulations pertaining to signs and to ensure that the constitutionally guaranteed right of free speech is protected.

Sec. 24-2. - Definitions.

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

Advertising bench means any bench providing seating to the general public without charge, which may bear advertising.

Animated or moving sign means any sign, or part of a sign, which changes physical position or appearance by any movement or rotation or which gives the visual impression of such movement or rotation.

Awning, canopy, or marquee sign means a sign that is mounted, painted on, or attached to a building or; an awning, canopy, or marquee that is otherwise permitted by this chapter.

Banner sign means a sign made of fabric or any non-rigid material with no enclosing framework but does not include a flag, pennant, or feather banner.

Back-to-back sign means a structure containing two parallel signs whose faces are oriented in opposite directions and are spaced no more than 10ten feet apart.

Bandit signs ~~shall~~ means any sign installerected without the written permission of the land owner which is tacked, nailed, posted, pasted, glued, or otherwise attached to trees, utility poles, street signs, street furniture, stakes, or fences or other objects or installed in the right-of-way, and any temporary sign which is attached to another sign. No sign owned or installplaced by the City, the State, or a public utility shall be considered a bandit sign. A bandit sign is considered trash and may be discarded in accordance with section-Sec. 24-1413.

Billboard means any outdoor, off-premises sign, display, device, figure, painting, drawing, message, placed, poster, structure, or thing that is designed, intended, or used to advertise or inform.

Billboard operator means any personresponsible party who installs, erects, services, maintains, alters, repairs, or demolishes billboards.

Bill posters means advertising poster or handbill.

Chief of Police means the City's duly appointed Chief of Police.

City means the City of Shavano Park, Texas.

City Code Compliance Officer means one or more individuals duly appointed by the City to enforce City Code violations.

Commercial sign means any sign which directs the attention of the general public to a place of business that sells, rents, or leases goods, services, or property, or advertises a location that sells, rents, or leases goods, services, or property.

Dilapidation means any sign where elements of the sign area or background have portions of the finished material missing, broken, or illegible; where the structural support is visibly bent, broken, dented, rusted, corroded, or loose; or where the sign or its elements are not in compliance with the adopted electrical code and/or the building code.

Early voting period means that period as prescribed by Tex. Elections Code § 85.001, as amended.

Electric sign means:

- (1) Any sign on which letters, figures, designs, or messages are formed or outlined by electric illumination, or by a transparent or translucent medium which is electrically illuminated, whether the illuminating device is contained within or on the sign, including digital signs illuminated by LCD, LED, plasma displays, projected images, or any other illumination format;
- (2) Any outside building outlining;
- (3) Any interim decorative displays; and
- (4) Any gas tube window outlining.

Any portable sign that has electrical components attached, connected to, or part of the sign, or support, whether electrified or not, shall be considered an electric sign and all provisions of this chapter pertaining to electric signs shall apply to such signs.

Embellishments means any feature such as a cutout, neon, or plastic letters, clock, electric device, or space extension, which is added to an outdoor advertising structure. All embellishments shall be included when measuring the sign area.

Feather banner means any sign that is constructed of lightweight material (such as cloth, canvas, or vinyl) affixed to a pole or building which is similar to a flag, except that it is longer than it is wide. A feather banner resembles a feather, in that it is tall and narrow, having more surface area vertically than horizontally when fully extended.

~~Fireproof structure means a sign constructed entirely of steel members including structural support for the sign face. The sign face and its support members shall be constructed of metal panels, and all electric signs on commercial property shall have a fireproof structure.~~

Flag, commercial, means any fabric, banner, or bunting containing distinctive colors, patterns, or symbols used for the purpose of advertising or drawing attention to a business. Does not include non-commercial flags, which are separate and distinct by definition and treatment in this Code.

Flag, non-commercial means any flag that is not a commercial flag and is not used for the purpose of advertising or attention to a business, including any Flag that has a non-commercial message including, but not limited to, a Flag of the United States, the state, the Ceity, or foreign nations having diplomatic relations with the United States, and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction.

Flashing sign means any directly or indirectly illuminated sign that exhibits changing natural or artificial light or color effects by any means whatsoever.

Government sign means any sign that is installed or maintained by the federal, state, or local government. -Local Government includes any political subdivision including the county, the Ceity, the school district, the water district, or an emergency services district.

Install means to construct, erect, place, affix, display, or attach.

Loop 1604 frontage means and shall include all Loop 1604 frontage and access roads.

Monument sign means any sign that is a ground-mounted structure of masonry, rock, brick, stone, or stucco. Monument signs shall ~~be made of at least~~ have a minimum of 90 percent masonry materials such as rock, brick, stone, or stucco. ~~Concrete and cinder blocks may be used structurally if faced with rock, brick, or stucco in accordance with the International Building Code.~~

Neighborhood means a distinct segment of the community, usually consisting of essentially similar housing stock, whose boundaries are defined by physical barriers such as major arterial streets and/or natural features such as creeks and rivers.

~~*Non-commercial sign* means any sign which does not advertise the sale, rent, or lease of goods, services, or property or a location that sells, rents, or leases goods, services, or property.~~

~~*Non-conforming sign* means any sign lawfully in existence on the date the provisions of this chapter are adopted that do not conform to the provisions of this chapter, but which were in compliance with the applicable regulations at the time they were installed or maintained.~~

~~*Off-premises sign* means any commercial sign that advertises a business, responsible party, person, activity, goods, products, real property, or services not located on the property where the sign is installed, or that directs persons to a location other than the property where the sign is located.~~

On-premise sign means ~~any freestanding commercial~~ sign identifying or advertising a business, ~~person~~ responsible party, person, or activity, and installed and maintained on the same premises as the business, ~~person~~ responsible party, or activity.

~~*On-site sign* means a monument or pole/pylon sign that is located along the street frontage.~~

~~*Park or municipal property* means property classified as Park Area District, Municipal and Utility District and any other properties owned by the City. Except for signs permitted under subsection 24-4(3) and signs authorized in advance by the City Council, no signs of any kind may ~~shall~~ be posted in a ~~on~~ park or municipal property.~~

~~*Pennant sign* means any sign of lightweight material suspended from a rope, wire, or string and displayed in a series with or without a message, designed to move in the wind.~~

Pole sign means any sign:

- (1) Supported by poles, uprights, or braces which are not concealed in an enclosed base but are permanently ~~placed~~ installed on or in the ground and wholly independent of any building for support, either single- or double-faced; or

- (2) Whose only structural support consists of exposed poles, posts, beams, or other devices mounted in the ground.

~~*Political sign* means any sign which is designated to influence the action of voters for the passage or defeat of a measure or candidate appearing on the ballot in connection with any national, state or local election.~~

Portable sign means any sign that is readily capable of being moved or removed, whether attached or affixed to the ground or any structure that is typically intended for temporary display. Portable signs include, but are not limited to:

- (1) Signs designed and constructed with a chassis or support with or without wheels;
- (2) Menu and "sandwich" board signs;
- (3) "A" and "T" frame signs;
- (4) Posters, flags, or banners affixed to windows, fences, railings, overhangs, trees, hedges, or other structures or vegetation, except for pole-mounted community event banners;
- ~~(5) Signs mounted upon vehicles parked and visible from the public right of way, except signs identifying the related business when the vehicle is being used in the normal day to day operation of the business, and except for signs advertising for sale the vehicle upon which the sign is mounted;~~
- ~~(6)~~(5) Searchlights; and
- ~~(7)~~(6) Inflatables.

For the purposes of this definition, no sign owned or ~~placed~~installed by the City, the State, or a public utility shall be considered a portable sign.

~~*Premises* means any site on which a sign is requested, required, or placed~~installed including any lot, area, facility, or building which the responsible party owns, leases, or has a right to use ~~on the site.~~

Private property means all property other than public property, as defined herein.

Prohibited neon means any use of neon lighting other than for lettering or logos. For the purposes of this chapter, all uses of neon lighting shall be considered a sign.

Public property means property owned by, or dedicated to the City, or owned by, or dedicated to other governmental entities. Signs located on public property shall be governed by a separate City policy.

Pylon sign means any freestanding sign with visible support structures or with a support structure with a pole cover or pylon cover.

~~*Responsible party*~~ means the owner/operator of the business being identified on the sign; the owner of the property upon which the sign or sign structure is located; the

owner of the sign or sign structure; the person who installs a sign or sign structure, contracts with or directs a person to accomplish the installation; and/or the person who retrieves a sign from the impound.

Right-of-way means the area on, below, or above a public road, highway, street, public sidewalk, alley, waterway, or utility easement in which a governmental entity has an interest.

Safety signs means any signs on an office or business property which point or direct a person or vehicle to a specific place or along a specific course in order to ensure the safe and orderly passage of vehicles and persons around the premises of a building, such as "entrance", "exit", "handicap access", "employee access only" or "patient drop off" owned, placed, or required by any governmental entity.

Setback means the line within a lot defining the minimum horizontal distance between a building and the property line. Building setback lines include front, rear, and side setbacks that are measured from the front, rear, and side property lines. means the area from property lines back to buildings. Signs ~~posted~~ installed within building setbacks, when authorized, should not ~~be an~~ obstruction to traffic vision.

Sign means an outdoor structure, sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform.

Sign area means the area of a sign that is used to determine the maximum area of a sign including the entire advertising or communicative area of a sign. ~~excluding the framing, trim, molding, and supporting structure.~~ Unless otherwise addressed, sign area shall be ~~is~~ measured from the highest, lowest, and widest points in a rectangular or square format. Sign area size restrictions shall apply to each respective side of the sign structure.

~~*Sign face* means that portion of the sign dedicated to the message, logo, name, etc., and the sign face may be of a different material than the monument it is on. If mounted or located on a building structure, the sign face and its framing, trim molding and/or supporting structure shall not protrude above the premises and shall not be of such a character as to violate any other provisions of this chapter. Other than a monument sign, no sign face shall be deeper than two feet.~~

Site means a parcel of land developed for commercial or residential use. A site may be a single platted lot, or may be a group of lots with a common or shared frontage.

Voting period means the period beginning with the first day of the early voting period and ending when the polls close on the designated Election Day or the last voter has voted, whichever is later. The voting period corresponds only with elections administered by Bexar County.

Wall sign ~~shall~~ means any sign installed, attached to, or erected against on the wall of a building or structure, with the exposed face of the sign parallel to the surface of the wall of the building.

Sec. 24-3. - Prohibited signs.

Except as otherwise provided for in this chapter, it ~~shall be unlawful~~ is an offense for a responsible party to erect, display, maintain ~~install or maintain~~, or cause to be installed or maintained ~~erected, displayed, or maintained~~, on private property located in the City, any advertising bench, animated, or moving sign, awning, canopy, or marquee sign, back-to-back sign, bandit sign, billboard, bill poster, electric sign, embellishment, ~~flashing~~ sign, monument sign, on-premise sign, prohibited neon, blinking, rotating, ~~animated~~, moving, ~~flashing~~ or intermittently illuminated sign, pole sign, portable sign, pylon sign, any sign protruding above the building roof line or parapet line, painted or Day-Glo colored sign, banner sign, valance or display constructed of cloth, canvas, light fabric, paper, pliable vinyl, plastic, or other light material, feather banner, pennant, wall sign, any sign install ~~placed~~ in exchange for a monetary or bartered benefit, any sign, displaying any matter in which the dominant theme of the material taken as a whole appeals to the prurient interest in sex, or is patently offensive because it affronts contemporary community standards relating the description or representation of sexual matters, and is utterly without redeeming social value. Such action is hereby declared to be a public nuisance. Any sign not specifically listed as being allowed in this chapter is expressly prohibited. A responsible party shall not install a sign in the right-of-way or on property owned or controlled by the City without specific written permission of the City Council. All signs ~~placed~~ installed without the permission of the property owner of the land upon which the signs is installed is considered a prohibited sign.

Sec. 24-4. - Grandfather provisions.

This chapter is not intended to require the relocation, reconstruction, or removal of a sign which is already in place at the time of the adoption of the ordinance from which this chapter is derived and which was ~~erect~~ installed in compliance with local ordinances, laws and regulations applicable at the time of its ~~installati~~ erection, to the extent that ~~Tex~~ as: Local Government Code ~~ch.Chapter~~ 216 preempts the application of this chapter to those signs or to any signs otherwise approved pursuant to Ordinance [No.] 100-03-99, as amended from time to time, or by City Council approval, provided that all such signs are constructed in accordance with such approval. ~~Nor shall this chapter apply to on-premise signs in the extraterritorial jurisdiction of the City, which are located in a county, which is exempt from regulation under Texas. Local Government Code ch.Chapter 216.~~

Sec. 24-5. - Non-nuisance signs in business and office districts.

The following signs are not deemed to be a public nuisance and may only be erected installed within the City limits in accordance with the following terms and conditions:

- (1) —Construction Development: Upon final approval of a construction permit, three signs may be installed temporarily on the property of the approved plat or development, provided however, that such signs shall not exceed a total of 128 square feet in sign area and that no one sign exceeds 64 square feet in

sign area. Sign area for construction development shall include, including its framing, trim and molding. The signs shall be installed so as not to interfere with the occupancy or use of any neighboring lots. Such signs shall only be installed during the time of active and ongoing building construction and shall be removed upon the issuance of the certificate of occupancy for the development. A responsible party shall not install any sign in the right-of-way.

(2) *Post-Certificate of Occupancy:* Beginning at the time of the issuance of the certificate of occupancy, a single sign may be ~~installed~~^{installed/erected} temporarily on each approved plat or development, provided, however, that such sign shall not exceed 640 square feet in sign area. Sign area for post-certificate of occupancy signs shall include, including its framing, trim and molding, but shall not include the pole or pylon of the sign. The signs, and shall be ~~installed~~^{installed/placed} so as not to interfere with the occupancy or use of the business or office development. All such signs shall ~~only be displayed~~^{installed} for a maximum of one continuous 90-day period ~~beginning from the issuance~~^{beginning from the issuance} of the certificate of occupancy ~~no earlier than 30 days from the date of the issuance of the certificate of occupancy.~~ A responsible party shall not install any sign in the right-of-way.

(3) *Monument Signs.* Monument signs shall be permitted subject to the following specifications:

a. *In General.* In business and office districts each property fronting a public or private street shall be allowed one monument sign. Properties fronting two public or private streets shall be allowed one monument sign on each street, for a total of two monument signs. Monument signs may have a sign inserted into the structure provided the sign area of the insert shall not exceed 75 percent of the average height and/or 90 percent of the average width of the structure. The sign insert may be backlit or externally illuminated.

b. *Monument signs fronting Loop 1604 frontage.*

1. Monument signs fronting Loop 1604 frontage shall not exceed 25 feet in height from the top of the sign to the ground, except as expressly provided in section 24-5(3)(b)(2).

—For properties where the site elevation is below the adjacent driving lanes of Loop 1604, monument signs shall not exceed 25 feet in height as measured from the top of the sign to the adjacent elevation of the Loop 1604 driving lanes, nor shall such monument signs exceed 48 feet in height as measured from the top of the sign to the ground.

2.

3. Each monument sign located along Loop 1604 frontage shall not exceed an average of 25 feet in width at the base and not exceed an average of 20 feet in width above the base. The base shall not be less than 75 percent of the average width of the sign. The base of the monument sign can include the name and/or address for commercial center.
4. The sign area insert of a monument sign shall not exceed 150 square feet of sign area per side.

c. Monument signs fronting N.W. Military Highway.

Monument signs front NW Military Highway shall not exceed 12 feet in height as measured from the top of the sign to the ground.

1. Monument signs fronting NW Military Highway shall not exceed 12 feet in height as measured from the top of the sign to the ground.
2. Monument signs located on N.W. Military Highway shall not exceed an average of 15 feet in width at the base and not exceed an average of ~~10~~ten feet in width above the base. Monument signs on N.W. Military Highway do not require that a base be constructed. If a base is constructed on the monument sign, the base can include signage for name and/or address of the commercial center.
3. The sign area of the ~~sign face or~~ insert of a monument sign shall not exceed 55 square feet of sign area per side excluding the trim and base of the monument sign, if any. The base of the sign shall be considered when determining the height of the sign.

d. Monument signs fronting any other road.

1. Lots with street frontage greater than 250 feet. Monument signs fronting any road other than Loop 1604 frontage or NW Military Highway shall not exceed 10 feet in height as measured from the top of the sign to the ground.
2. Lots with street frontage less than 250 feet. Monument signs fronting any road other than Loop 1604 frontage or NW Military Highway shall not exceed six feet in height as measured from the top of the sign to the ground.
3. The sign area of the insert of a monument sign shall not exceed 50 square feet excluding the trim and the base of the sign, if any.

a.e. Convenience stores. Each convenience store, as defined by Sec. 36-1 of the City of Shavano Park Code of Ordinances, may install one monument sign with electric display that conforms with this section. Convenience stores fronting on two streets shall be allowed one monument sign with electric display facing each street. The electric

sign shall not be neon, blinking, rotating, animated, moving, flashing or intermittently illuminated. The monument sign shall meet all other requirements in this code.

No monument sign shall be placed in such a manner that the total distance from the top of the sign to the ground exceeds the following specifications:

- a. ~~Signs fronting on any road other than Loop 1604 frontage roads and any part of Loop 1604 within 150 feet of any other City street shall not exceed ten feet from the top of the sign to the ground for lots with street frontage greater than 250 feet, and shall not exceed six feet in height for lots with a street frontage less than or equal to 250 feet.~~
- b. ~~Signs fronting on Loop 1604 frontage roads more than 150 feet from N.W. Military Drive shall have a minimum spacing of 150 feet and shall not exceed 25 feet from the top of the sign to the ground, except as expressly provided in section 24-11.~~
- c. ~~Signs fronting on Loop 1604 frontage roads that are more than 150 feet but less than 500 feet from N.W. Military Drive where the site elevation is below the adjacent driving lanes of Loop 1604 frontage roads, shall not exceed 25 feet in height as measured from the top of the sign to the adjacent elevation of the Loop 1604 driving lanes, nor shall it exceed 48 feet in height as measured from the top of the sign to the ground.~~

~~(2)(4)3~~ During the period that a property is for sale, rent or lease ~~a~~ A single on-premise sign of not more than ~~6440~~ square feet pertaining to the sale, rental, or lease of property zoned O-1, B-1, B-2, or MXD is permitted, provided such sign is located entirely within the property to which the sign ~~appears~~ pertains, is not illuminated, and is removed within ~~10 ten~~ days after the sale, rental or lease has been consummated. Commercial lots fronting on two streets shall be allowed one sign of not more than 64 square feet facing each street. Sign area for a sign under this section shall include framing, trim and molding.

~~(3)(5)4~~ Multi-tenant buildings.

- a. Each multi-tenant building that has exterior access to ~~each~~ individual businesses es may attach one wall sign, and one awning sign for each window and/or exterior door, as set forth in this subsection. This sign shall be compatible with the character of the premises upon which it is ~~placed~~ installed. Each sign shall require a permit, which may be obtained separately or within a building permit. Such signs shall not exceed an aggregate of 50 square feet of sign area per wall per business on up to two walls. ~~Signage for rear delivery identification shall not exceed five square feet per business.~~

- b. Each multi-tenant building that has interior access to individual businesses or office suites shall be permitted either:

- ~~1.~~ ~~One wall sign not to exceed 120 square feet in sign area; or~~
- ~~2.1.~~ Up to three wall signs may be ~~placed~~ installed on one side of a building, and said signs shall not ~~collectively~~ exceed ~~150~~ 120 square feet in sign area ~~with no one sign exceeding 120 square feet~~; or
- ~~2.~~ For a building over 30,000 square feet in area, up to five wall signs may be ~~install~~ placed ~~on one side of a building on the building, and~~ said signs shall not ~~to~~ collectively exceed ~~250~~ 200 square feet in sign area ~~and no one sign may exceed 120 square feet in sign area~~ with no one sign exceeding 120 square feet.
- ~~3.~~ Sign area for a wall sign under this section shall include all area of the sign including the trim. The sign's framing, trim molding and/or supporting structure shall not protrude above the ~~premises~~ building roof line or parapet line.

- c. ~~All~~ ~~lit~~ illuminated signs directed toward residential areas shall comply with ~~section~~ Sec. 24-78.

~~(6)~~ 5 Single-tenant buildings. Each single-tenant building ~~in the~~ may have one wall sign, and in addition one awning sign for each window and/or exterior door, subject to the limitations of this section. Such signs shall not exceed an aggregate of 50 square feet of sign area per wall on up to three walls. Sign area for a wall sign under this section shall include all area of the sign including the trim. The sign's framing, trim molding and/or supporting structure shall not protrude above the building roof line or parapet line ~~the premises.~~

~~(4)~~ (7) If any sign is installed on a building structure, the sign face and its framing, trim molding and/or supporting structure shall not protrude above the building roof line or parapet line. ~~6~~ Convenience stores. Each convenience store, as defined by section Sec. 36-1 of the City of Shavano Park Code of Ordinances, may erect one monument sign with electric display that conforms with section Sec. 24-10-24-5(3). Convenience stores fronting on two streets shall be allowed one monument sign with electric display facing each street. The electric sign shall not be neon, blinking, rotating, animated, moving, flashing or intermittently illuminated.

(8) Safety & Directional Signs. Signs on office or business property which point or direct a person or vehicle to a specific place-location or along a specific course in order to ensure the safe and orderly passage of vehicles and persons around the premises of a building, such as "entrance", "exit", "handicap access", "employee access only" or "patient drop off" are allowable provided they are no larger than six square feet in sign area. Sign area for a sign under this section shall include trim, molding, and framing, but shall not include the pole or pylon of the sign, if any.

~~(5)~~(9)7Permits.

- a. No non-nuisance signs in business or office districts shall be ~~erect~~installed within the City unless a building permit for such sign has first been issued by the City's building official. The permit application shall be accompanied by engineered drawings and a site plan showing the proposed sign location.
- b. An electrical permit shall be required for any sign requiring the use of electricity in the operation of such sign.
- c. ~~Before any permit is granted and before any work is begun, t~~The person responsible party making such must make application for ~~such a~~ sign permit, shall pay ~~to the City~~ a fee in the amount as specified in the schedule of fees, as approved by the City Council, and secure the permit before beginning work.
- d. If the ~~City Manager building official~~ or his the City Manager's -designee finds that the proposed sign conforms in all respects to this chapter, ~~he the City Manager official~~ shall issue the permit; otherwise ~~he the City Manager official~~ shall deny it.
- e. Any permit that does not comply with the provisions of the chapter or which is issued in violation of any provision hereof, shall be void, and no right or privilege whatsoever shall accrue thereunder.
- f. ~~The city manager~~City Manager shall ~~have~~instruct the building official to immediately inspect all permitted signs upon completion to determine compliance with the permit.
- ~~f.g.~~An applicant or sign owner~~responsible party may appeal any denial of a permit or determination that a sign has not been built in compliance with a permit to the Board of Adjustment as described in Section 24-15.~~
- h. No ~~person~~responsible party may ~~reinstall~~construct, move, alter, modify, or relocate any sign which requires a permit without first obtaining a sign permit from the City. However, merely changing the price of advertised goods or services is not deemed to be altering the sign, and shall not require an additional permit.

(10) Any sign allowed under this section as a commercial sign may also be a non-commercial sign.

Sec. 24-6. - Non-nuisance signs in residential zoning districts.

In A-1, A-2, A-3, A-4, A-5 PUD, MXD and CE zoning districts the following signs are hereby not deemed to be a public nuisance and do not require a permit unless specifically required below:

- (1) Subdivision sign: Upon final plat approval, a single sign may be erected installed temporarily on each approved plat or development property, provided, however, that such sign shall not exceed sixty (640) square feet in sign area. Sign area for a subdivision sign shall, including its framing, trim and molding, and shall be placed-installed so as not to interfere with the occupancy or use of any lots in the subdivision. All such signs shall be removed upon completion of the sale of 95 percent of the lots in the subdivision. Such sign shall not be more than ten (10) feet in height.
- (2) Temporary non-commercial sign-6 square feet: Each residential property may erect one temporary sign non-commercial sign on the property that conforms to the following requirements:
 - a. ~~a. The sign cannot be displayed~~ A responsible party cannot display install a sign in such a manner that it ~~is visible~~ may be viewed ~~can be visibly viewed~~ from the public right-of-way for no more up to than 60 days per calendar year;
 - b. The gross sign area shall not exceed six square feet in sign area. Sign area for a temporary non-commercial sign under this section shall include including framing, trim and molding;
 - c. The sign shall not be higher than six feet above grade;
 - ~~d. The sign shall not be placed on public property including a public easement or right-of-way; and~~
 - e.d. The sign cannot be an illuminated or backlit.
- (3) ~~(3) In encouragement of the practice of recognizing achievements and student activities,~~ Temporary Residential signs-4 square feet: Each residential property may erect two signs with non-commercial messages that conform to the following requirements:
 - a. ~~One of the two allowed signs may display a commercial message. If a second sign is erected, as allowed by the subsection, it must display a non-commercial message. Both signs may display a non-commercial message~~ No more than one of the two signs may be a commercial sign.

- a.b. ~~The signs~~ Each sign cannot exceed four square feet in sign area. Sign area for a temporary sign under this section shall include, including framing, trim and molding;
- b.c. Signs shall be ~~install~~ placed within ~~-10 ten~~ feet of the front facing of the primary residence;
- e.d. Signs shall not be higher than ~~4 four~~ feet above grade;
- d.e. The signs ~~cannot may~~ shall not be ~~an~~ illuminated or backlit.
- (4) During the period the residential property is listed for sale or lease, a sign may be ~~installed erected~~ on the property, subject to the restrictions noted in ~~section Sec. 24-6(2)(c)~~ (b)—(d). Residential lots fronting on two streets shall be allowed one sign facing each street.
- (5) Voting Period Signs ~~during voting periods. During voting periods as defined in Sec. 24-2, each~~ Each residential property may ~~erect install non-commercial~~ signs in addition to those described in ~~section Sec. 24-6(2) and section Sec. 24-6(3) during voting periods, as defined in section 24-2,~~ subject to the following restrictions:
- No sign ~~may shall~~ be ~~erect~~ installed more than 60 days prior to the start of the voting period;
 - All signs ~~must- shall~~ be removed by 11:59 p.m. the day following the end of the voting period;
 - The total sign area of all voting period signs ~~must shall~~ be no more than ~~36 44~~ square feet, and no one sign shall be larger than ~~6 24~~ square feet;
 - ~~A No voting period~~ non-commercial sign ~~may shall not~~ be higher than ~~6 six~~ feet above grade including its pole or pylon; and
 - The signs ~~cannot shall not~~ be illuminated or backlit.
 - Sign area for signs under this section shall include all including trim, molding, and framing of the sign. The pole or pylon of the sign shall be considered for height above grade, but shall not be considered part of the sign area.

~~Signs erected in violation of these regulations are considered a nuisance and may be removed by the City Manager or his/her designee.~~

- Neighborhood monument signs. Neighborhood monument signs may be ~~installed install~~ erected on property owned by a property owner's association and shall be a maximum of ~~10 ten~~ feet in height and shall not exceed an average of six feet in width above the base, regardless of location. The base shall be included in measuring the maximum height of the sign. This sign requires a permit. This sign shall not be installed in the right-of-way without approval of the City Council.

(6)

(7) Street monument signs. Street monument signs may be installed subject to approval of the City Council.

— Each residential property shall prominently display its address as to be easily legible from the adjacent street. Addresses and monuments displaying the address shall not constitute a sign in terms of limiting or eliminating the rights to a sign as allowed in other sections of this chapter.

~~(6)~~(8)

— No sign shall be placed—installed on public property including a public easement or right-of-way unless otherwise specified in this chapter.

~~(7)~~(9)

~~(8)~~ Signs ~~installed~~~~installed~~~~erected~~ in violation of these regulations are considered a nuisance and may be removed by the City Manager or ~~his/her~~~~the City Manager's~~~~their~~ designee. A sign so removed under the provisions of this section which has more than minimal value as determined by the City Manager shall be kept in storage for a period of ~~ten~~ (10) days, and if it is not claimed by the responsible party within said period, it may be disposed of in a lawful manner—by the city. The City Manager may send notice to the sign owner within three business days of removing the sign if the sign owner's contact information is reasonably discernible from the sign itself.

~~(9)~~(10)

~~Sec. 24-7. Banner signs.~~

~~Banner signs in residential zoning districts are allowed subject to the following requirements:~~

~~(1) Banner signs may be erected by property owners' associations as defined by the Texas Residential Property Owners Protection Act.~~

~~(2) Each property owner's association may erect one banner sign at each entrance per calendar year.~~

~~(3) Each residential property owner may erect one banner sign.~~

~~(4) No banner sign may be erected more than seven days prior to the first Tuesday in October.~~

~~(5) Banner signs must be removed by 11:59 p.m. the day following the first Tuesday in October.~~

~~— Banner signs on public property shall be governed by a separate City policy and no banner sign shall be placed on public property without the written permission of the owner of the property; and.~~

~~(3) Banners must be securely attached to a permanently installed building, fence, or wall and they must be kept in good repair throughout the time of their display. Pipes, poles, posts or other materials may not be used solely to erect banners.~~

Sec. 24-78. - Exterior lighting and hours for business and building wall signs.

Exterior lighting of the building and building wall signs shall not exceed the maximum height of the building or wall sign. Lighting for signs fronting on any street other than streets adjacent to or abutting commercial property shall be turned off not later than 11:00 p.m. or one-half hour after the business is no longer open to the public, if ~~earlier~~later. All signs shall be compliant with the Outdoor Lighting requirements of Chapter 14 as well as all requirements of this ordinance.

Sec. 24-89. - Displayed address of commercial property.

Each commercial establishment shall prominently display its address as to be easily legible from the adjacent street. Addresses and monuments displaying the address shall not constitute a sign in terms of limiting or eliminating the rights to a sign as allowed in other sections of this chapter.

Sec. 24-9 Authorized Signs.

The following signs under this section are authorized in every zoning district or property without a permit, unless specifically required below:

(1) Government signs

~~(1)~~ Traffic-control devices that are installed and maintained to comply with the Texas Manual on Uniform Traffic-Control Devices.

(2)

~~(2)~~ Signs required by this chapter.

(3)

~~(3)~~ Signs required by other law, including federal, state, or local law, including a sign that a property owner is required to post on the owner's property to warn of a danger or to prohibit access to the property either generally or specifically; the owner must comply with the federal, state, or local law to post a sign on the property.

~~(4)~~

(4)

~~(5)~~ Official governmental notices and notices ~~posted~~installed by governmental officers in the performance of their duties for regulatory purposes such as neighborhood crime watch areas, to identify streets, or to warn of danger including those installed by the city, county, water district, or other governmental entity.

(5)

(6) Signs displayed on trucks, buses, trailers, mobile food vendors, or other vehicles that ~~are~~have a sign area, including the entire communicative area of the vehicle, which is less than ~~thirty-two (32)~~ square feet and are being operated as motor vehicles, provided that the primary purpose of the vehicles is not for display of signs and provided that they are parked in areas appropriate to their use as vehicles as regulated by Chapter 36 of the Code of Ordinances, are in

operable condition, and carry a current and valid license plate and state inspection tag. Vehicle signs shall conform to the following restrictions:

- (A) Vehicular signs shall contain no flashing or moving elements;
- (B) Vehicular signs shall not be attached to a vehicle so that the driver's vision is obstructed from any angle;
- (C) Signs, lights and signals used by authorized emergency vehicles shall not be restricted;

~~(6)~~ Vending machine signs where the sign face is not larger than the normal dimensions of the machine to which the sign is attached.

(7)

~~(7)~~ Memorial signs or tablets when cut into any masonry surface or attached to a building when constructed of bronze or other metal up to six square feet as part of a building.

(8)

~~(8)~~ Any sign wholly within the confines of a building, and oriented to be out of view from outside the building.

(9)

(10) Flags in a business or office zoning district: Each business property is allowed to install up to four flags on up to three flagpoles. No more than one of the four flags may be a commercial flag, all other flags must be non-commercial. No business is allowed to install a commercial flag that is an off-premises sign. Each flag may be no larger than 60 square feet in area. Flagpoles shall be no taller than 40 feet in height nor higher than the highest point of the nearest principal building's roof on the premises.

~~(9)~~(11) Flags in a residential zoning district: Each residential property is allowed to install up to four non-commercial flags on up to three flagpoles. Each flag may be no larger than 40 square feet in area. Flagpoles shall be no taller than 25 feet in height nor higher than the highest point of the nearest principal building's roof on the premises.

Sec. 24-10 Destroyed nonconforming signs.

An existing nonconforming sign in the City may shall not be repaired or rebuilt in the case of obsolescence, dilapidation, or destruction by fire or other causes. In case of partial destruction by fire or other causes, where the cost of repairing the sign is less than sixty ~~sixty~~ percent of the cost of installing a new sign of the same type at the same location, the City Manager or the City Manager's designee may issue a "no fee" permit for the necessary repairs to be made to the sign. If the necessary repairs are not completed within sixty ~~(60)~~ days of the receipt of written notification to the responsible party by the City Manager or the City Manager's designee, then the sign shall be removed either by the responsible party or by the City at the responsible party's expense. Criminal or civil penalties may also be initiated against the responsible party as provided for in this article. If the cost of rebuilding or repair of an existing nonconforming sign exceeds sixty ~~(60)~~

percent of the cost of installing a new sign of the same type at the same location, the sign shall be removed at the responsible party's expense. If the sign is not removed within ~~thirty (30)~~ days of written notification to the responsible party, then it shall be removed by the Ceity or its designated agent(s) at the responsible party's expense. A sign so removed under the provisions of this section shall be kept in storage for a period of ~~sixty (60)~~ days, and if it is not claimed within said period, it may be disposed of in a lawful manner by the Ceity.

Sec. 24-11 Abandoned or discontinued signs.

An abandoned or discontinued sign is a sign that advertises a business or project that has ceased operations for more than one year, unless the property is leased, in which case the sign shall be removed after two years. The responsible party shall remove any sign and/or sign structure that has not been used for advertising or promoting a going concern for at least one year. For the purposes of this section, a business or project has ceased to operate when it is no longer engaged in the sale of products or services in the normal course of business. A violation of this section is an offense.

Sec. 24-10.—Monument signs:

A monument sign may have a "sign face" inserted into the structure provided the insert shall not exceed 75 percent of the average height and/or 90 percent of the average width of the structure.

(1)—Each monument sign located along Loop 1604 frontage shall not exceed an average of 25 feet in width at the base and not exceed an average of 20 feet in width above the base. The base shall not be less than 75 percent of the average width of the sign. The base of the monument sign can include signage for commercial center identification. No canister within the Loop 1604 frontage monument sign shall exceed 150 square feet in area. The sign face insert may be backlit or externally lit.

(2)—Monument signs are allowed on the east and west side of N.W. Military Highway within 500 feet of the south right-of-way limits of Loop 1604. Only one monument sign will be allowed on each side of N.W. Military Highway. Monument signs located on N.W. Military Highway shall not exceed an average of 15 feet in width at the base and not exceed an average of ten feet in width above the base. Monument signs on N.W. Military Highway do not require that a base be constructed. If a base is constructed on the monument sign, the base can include signage for commercial center identification. The height of a monument sign on N.W. Military Highway shall not exceed 12 feet. No canister within the N.W. Military Highway monument shall exceed 55 square feet. The sign face insert may be backlit or externally lit.

(3)—Each nonresidential lot fronting on a public or private street shall be allowed one multi-tenant on-premise monument sign, in addition to the wall signs referred to in section 24-4(4). Each nonresidential lot fronting on two public or private streets shall be allowed one monument sign on each street.

(4)—The sign face or insert of a monument sign shall not exceed 50 square feet of sign area per side, except on (a) Loop 1604 frontage and (b) N.W. Military Highway frontage within 500 feet of the south right-of-way limits of Loop 1604.

~~(5) Neighborhood monument signs shall be a maximum of ten feet in height and not exceed an average of six feet in width above the base, regardless of location.~~

Sec. 24-~~11~~12. - City council sign approval.

(a) On Loop 1604 frontage only ~~and~~ more than 150 feet from N.W. Military Drive Highway, the City Council may, at its sole discretion, approve pole/pylon signs within the following parameters: one sign per site with a maximum height of 48 feet from the top of the sign to the site grade, but not to exceed 25 feet above the adjacent driving lane of Loop 1604. This sign ~~area shall may~~ not exceed 150 square feet per side (two sides maximum) and may be allowed in place of, or in addition to, any signs allowed by other provisions of this chapter. On a corner lot that qualifies for two monument signs the total ~~sign area for sign face~~ allowance may be adjusted up to 70/30 for the major artery. (i.e. A total of 100 square feet of sign ~~face area~~ may be allocated 70 square feet on Lockhill Selma Road and 30 square feet on DeZavala Road.) Such reallocation shall be at the sole discretion of the City Council.

(b) The City Council reserves the right to establish policies governing signage on City property.

Sec. 24-~~12~~13. - Authority to Enforce the Ordinance; Issue citation.

~~(a) The City Manager is appointed authorized by City Council with the authority to enforce this ordinance. The City Manager or the City Manager's designee shall review sign regulations, permit applications, nonconforming uses and destruction, and other requests under the ordinance unless otherwise defined by this section. Any final decision made by the City Manager may be appealed to the Board of Adjustment by the responsible party.~~

~~(b) In this chapter the term "City Manager" also includes any person designated by the City Manager to act on behalf of the City Manager to carry out the enforcement of this ordinance.~~

~~(a)(c)~~ (c) The City Code Compliance Officer (or such other individual or classification of individuals as may be ~~designated by the City Manager appointed by the City Council~~) may issue a citation requiring the removal, relocation, or reconstruction of any sign which does not meet the spacing, height, ~~and size and setback~~ requirements of this chapter and other City ordinances for which the ~~erection installation or construction installation was~~ began on or after the effective date of the ordinance from which this chapter is derived. All safety signs shall be approved by the City Code Compliance Officer.

Sec. 24-~~13~~14. - Removal of prohibited bandit signs.

Bandit signs may be removed and discarded without notice notwithstanding any conflicting regulation or requirement within this section. These signs will not be stored by the City but will be discarded.

Sec. 24-1415. - Variances.

- (a) *Purpose.* Any ~~person~~responsible party, business, or other organization desiring to ~~install~~construct, continue to ~~construct~~install, ~~reinstall~~construct, ~~place~~,install, relocate, alter, or use any sign which does not conform to the provisions of this chapter may make application to the Board of Adjustment for a variance to the provisions of this chapter.
- (b) *Application.* Application for a variance from the provisions of this chapter shall be made upon a form provided by the City Code Compliance Officer. The variance application shall include the application for a sign permit and shall also state the applicant's reasons for requesting the variance in accordance with the criteria set forth in this chapter.
- (c) *Fees.*
- (1) The applicant shall pay the fee as prescribed in the most recent adopted fee schedule passed and approved by the City Council. The fee shall be nonrefundable. If work requiring a variance is begun/completed before obtaining approval for such variance, the owner of the property and/or the ~~person~~responsible party/entity responsible for the commencement of such work shall request approval of an "after-the-fact" variance and pay triple the established, nonrefundable fee. Payment of such fee does not relieve the applicant from liability under the penalty provisions of this chapter.
 - (2) Acceptance of the increased fee by the City does not constitute any commitment or warranty to approve the variance requested, nor does it relieve any ~~person~~responsible party/entity from fully complying with the requirements of this chapter. A stop work order shall be in effect until a decision on approval/denial is taken. Fees shall not be refunded if the request for variance is disapproved.
- (d) *Hearing.* Upon receipt of a variance application, the City Secretary shall set a date for hearing before the Board of Adjustment within 45 days of receipt of an administratively complete variance request.
- (e) *Standards for variances.* The Board of Adjustment may approve a variance only ~~if~~it ~~it~~ makes affirmative findings, reflected in the minutes of the Board of Adjustment's proceedings, as to all of the following:
- (1) The variance will not authorize a type of sign which is specifically prohibited by the chapter;
 - (2) The variance is not contrary to the goals and objectives outlined by the City;
 - (3) The variance is not contrary to the public interest;
 - (4) Due to special conditions applying to the land, buildings, topography, vegetation, sign structures, or other unique matters on adjacent lots or within the adjacent right-of-way, a literal enforcement of this chapter would

result in unnecessary hardship. Ordinarily, hardship that is self-induced or that is common to other similarly classified properties will not satisfy this requirement. Financial or economic hardship alone will not satisfy this requirement;

- (5) The spirit and purpose of this chapter will be observed and substantial justice done; and
 - (6) The applicant has not sought a variance from the City Council within the past 12 months.
- (f) *Conditions of variances.* The Board of Adjustment may impose such conditions or requirements in a variance as are necessary in the Board of Adjustment's judgment to achieve the fundamental purposes of this chapter. A violation of such conditions or requirements shall constitute a violation of this chapter. A variance, if granted, shall be for a specific event, use, or other applications of a business and shall not continue with the property. If a variance is granted and the sign so authorized is not substantially under construction within three months of the date of approval of the variance, the variance shall lapse and become of no force or effect.

Sec. 24-~~15~~16. - Violations to be reported as nuisances.

It is an offense for a responsible party to install a sign in violation of this ordinance.

Signs posted or ~~installed~~placed in violation hereof are hereby declared to be public nuisances and such violations shall be reported promptly to the Chief of Police or City Code Compliance Officer.

Sec. 24-~~16~~17. - Provisions cumulative.

This chapter shall be cumulative of all provisions of ordinances of the City of Shavano Park, Texas, except where the provisions of this chapter are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this chapter to the extent that they are in conflict herewith are repealed.

TABLE No. 1 - CHART OF SIGN DESIGN STANDARDS

Type of Sign	Maximum Sign Area	Maximum Sign Height	Maximum Number of Signs	Permit Required?	Conditions (Section Number)	Fee?
All Districts						
Government signs	n/a	n/a	n/a	No Permit	24-9	No Fee
Vending machine	Size of machine	Size of machine	Equal to number of machines on site	No Permit	24-9(7)	No Fee
Memorial signs	6 sq ft	n/a	n/a	No Permit	24-9(8)	No Fee
Residential Districts (A-1, A-2, A-3, A-4, A-5 PUD, MXD and CE)						
Neighborhood monument sign	60 sq ft	10 ft	one	Permit Required	24-6(6)	No Fee
Flags – noncommercial	40 sq ft	Flagpole can be up to 25 ft	four (on three flagpoles)	No Permit	24-9(11)	No Fee
Residential-subdivision sign	64 sq ft	10 ft	One until completion of sale of 95 percent of lots	No Permit	24-6(1)	No Fee
Residential - 4 sq ft signs	4 sq ft	4 ft	Two signs – 1 allowed with a commercial message	No Permit	24-6(3)	No Fee
Residential-address (required)	n/a	n/a	One (required)	No Permit	24-6(8)	No Fee
Residential-temporary sign	6 sq ft	6 ft	One sign up to 60 days	No Permit	24-6(2)	No Fee

Signs during the period that a property is for sale, rent or lease	6 sq ft	6 ft	One or Two signs depending on location	No Permit	24-6(4)	No Fee
Signs during voting periods	36 6 sq ft (one sign); 44 sq ft (aggregate)	6 ft	Unlimited so long as aggregate is 44 sq ft or less	No Permit	24-6(5)	No Fee
Business and Office Districts						
Construction Development Sign	128 sq ft (aggregate) no one sign larger than 64 sq ft		3 (up to 128 sq ft aggregate)- only allowed until Certificate of Occupancy	Permit Required	24-5(1)	Based on sign area size
Temporary Sign-Post Certificate of Occupancy	64 sq ft		1-only allowed for 90 days after the Certificate of Occupancy	Permit Required	24-5(2)	Based on sign area size
Commercial sign (multi-tenant with exterior access)	50 sq ft (aggregate)	Building Height	One per window/exterior door	Permit Required	24-5(5)(a)	Based on sign area size
Commercial sign (multi-tenant with only interior access)	120 sq ft or 150 sq ft for up to three walls (aggregate)	Building Height	Up to 3 wall signs per wall	Permit Required	24-5(5)(b)	Based on sign area size
Commercial sign (multi-tenant with only interior access) & Building larger than 30,000 square feet.	120 sq ft or 250 sq ft for up to three walls (aggregate)	Building Height	Up to 5 wall signs total	Permit Required	24-5(5)(b)(2)	Based on sign area size
Commercial sign (single tenant)	50 sq ft (aggregate)	Building Height	One per window/exterior door	Permit Required	24-5(6)	Based on sign area size

Commercial monument signs (1604 Frontage)	150 sq ft	Varies by site elevation in relation to 1604	One or Two signs depending on location	Permit Required	24-5(3)(b)	\$200
Commercial monument signs (NW Military)	55 sq ft	12 feet	One or Two signs depending on location	Permit Required	24-5(3)(c)	\$200
Commercial monument signs (All other locations)	50 sq ft	Varies by street frontage	One or Two signs depending on location	Permit Required	24-5(3)(d)	\$200
Signs during the period that a property is for sale, rent or lease	64 sq ft		One or Two signs depending on location	Permit Required	24-6(4)	Based on sign area size
Flags – noncommercial	60 sq ft	Flagpole can be up to 40ft	Four (three if a commercial flag is installed)	No Permit	24-9(10)	No Fee
Flags – commercial (off-premises sign is prohibited)	60 sq ft	Flagpole can be up to 40 ft	one	No permit	24-9(10)	No fee

ORDINANCE NO. O-2020-002

AN ORDINANCE AMENDING CHAPTER 24 – SIGNS REGARDING ALLOWED SIGNAGE IN RESIDENTIAL AND BUSINESS ZONING DISTRICTS; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Shavano Park has a substantial interest in protecting the health, safety, welfare, convenience and enjoyment of the general public from injury which may be caused by the unregulated construction of signs; and

WHEREAS the City Council of the City of Shavano Park has a substantial interest in enhancing the economic value of the landscape by avoiding visual clutter which is potentially harmful to property values and business opportunities; and

WHEREAS the City of Shavano Park is a certified Scenic City and the City Council of the City of Shavano Park desires to implement high-quality scenic standards for public roadways and public spaces; and

WHEREAS the City Council has established a dedicated interest in the aesthetics of its community and has determined that this ordinance has been drafted in order to meet the City's compelling interest in the aesthetic beauty of the City; and

WHEREAS the City Council of the City of Shavano Park has a substantial interest in promoting the safety of persons and property by providing that signs do not create a hazard due to collapse, fire, collision, weather or negligence; and

WHEREAS the City Council of the City of Shavano Park has a substantial interest in protecting the safety and efficiency of the City's transportation network by reducing the confusion or distraction to motorists and enhancing the motorists' ability to see pedestrians, obstacles, other vehicles, and traffic signs; and

WHEREAS the City Council of the City of Shavano Park has a substantial interest in protecting adjacent and nearby properties from the impact of lighting, size, height and location of signs for the health and safety of its residents as well as the protection of the aesthetic beauty of the City ; and

WHEREAS the City Council of the City of Shavano Park has a substantial interest in providing for consistent, fair, and content neutral application and enforcement of regulations pertaining to signs and to ensure that the constitutionally guaranteed right of free speech is protected; and

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

**I
CODE AMENDMENT**

Chapter 24, Article I. – IN GENERAL of the City of Shavano Park Code of Ordinances is hereby amended to read as follows:

Sec. 24-1. – Purpose and Scope.

These regulations shall apply in the City Limits. These regulations set forth by the City of Shavano Park, pursuant to its authority to regulate structures under Texas Local Government Code Chapter 211 and any authority it may have under Texas Local Government Code Chapter 216, combine the need to protect the public safety and welfare, the need to encourage pedestrian movement, the need for a well maintained and attractive community, and the need to adequately convey ideas, provide communication, and identify features within the community. The provisions do not ensure or provide for every property or business owner's desired level of visibility for signs. The sign standards are intended to allow signs to have adequate visibility from streets and rights-of-way that abut a site, but not for visibility from streets and rights-of-way farther away. The regulations for signs and awnings have the following specific objectives:

1. To ensure that signs and awnings are designed, constructed, installed and maintained according to standards to safeguard life, health, property, and public welfare, and to eliminate excessive and/or confusing sign displays that create potential hazards to motorists, pedestrians, and to property;
2. To allow and promote positive conditions for sign communication while at the same time restrict signs which create continuous visual clutter and hazards at public right-of-way intersections;
3. To reflect and support the desired character and development patterns of the various zoning districts in order to plan and promote an attractive environment;
4. To allow for adequate and effective signs in business and office districts, while preventing signs from dominating the appearance of the area, thereby encouraging a positive business atmosphere;
5. To establish a sign application and sign permit review process that effectively regulates issues pertaining to the location, placement, and physical characteristics of signs in an effort to ensure compatibility with adjoining land uses, architecture, and landscape; and
6. To provide for consistent, fair, and content neutral application and enforcement of regulations pertaining to signs and to ensure that the constitutionally guaranteed right of free speech is protected.

Sec. 24-2. - Definitions.

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

Advertising bench means any bench providing seating to the general public without charge, which may bear advertising.

Animated or moving sign means any sign, or part of a sign, which changes physical position or appearance by any movement or rotation or which gives the visual impression of such movement or rotation.

Awning, canopy, or marquee sign means a sign that is mounted, painted on, or attached to a building or an awning, canopy, or marquee that is otherwise permitted by this chapter.

Banner sign means a sign made of fabric or any non-rigid material with no enclosing framework but does not include a flag, pennant, or feather banner.

Back-to-back sign means a structure containing two parallel signs whose faces are oriented in opposite directions and are spaced no more than 10 feet apart.

Bandit sign means a sign install without the written permission of the land owner which is tacked, nailed, posted, pasted, glued, or otherwise attached to trees, utility poles, street signs, street furniture, stakes, or fences or other objects or installed in the right-of-way, and any temporary sign which is attached to another sign. No sign owned or installed by the City, the State, or a public utility shall be considered a bandit sign. A bandit sign is considered trash and may be discarded in accordance with Sec. 24-14.

Billboard means any outdoor, off-premises sign, display, device, figure, painting, drawing, message, poster, structure, or thing that is designed, intended, or used to advertise or inform.

Billboard operator means any responsible party who installs, services, maintains, alters, repairs, or demolishes billboards.

Bill posters means advertising poster or handbill.

Chief of Police means the City's duly appointed Chief of Police.

City means the City of Shavano Park, Texas.

City Code Compliance Officer means one or more individuals duly appointed by the City to enforce City Code violations.

Commercial sign means any sign which directs the attention of the general public to a place of business that sells, rents, or leases goods, services, or property, or advertises a location that sells, rents, or leases goods, services, or property.

Dilapidation means any sign where elements of the sign area or background have portions of the finished material missing, broken, or illegible; where the structural support

is visibly bent, broken, dented, rusted, corroded, or loose; or where the sign or its elements are not in compliance with the adopted electrical code and/or the building code.

Early voting period means that period as prescribed by Tex. Elections Code § 85.001, as amended.

Electric sign means:

- (1) Any sign on which letters, figures, designs, or messages are formed or outlined by electric illumination, or by a transparent or translucent medium which is electrically illuminated, whether the illuminating device is contained within or on the sign, including digital signs illuminated by LCD, LED, plasma displays, projected images, or any other illumination format;
- (2) Any outside building outlining;
- (3) Any interim decorative displays; and
- (4) Any gas tube window outlining.

Any portable sign that has electrical components attached, connected to, or part of the sign, or support, whether electrified or not, shall be considered an electric sign and all provisions of this chapter pertaining to electric signs shall apply to such signs.

Embellishments means any feature such as a cutout, neon, or plastic letters, clock, electric device, or space extension, which is added to an outdoor advertising structure. All embellishments shall be included when measuring the sign area.

Feather banner means any sign that is constructed of lightweight material (such as cloth, canvas, or vinyl) affixed to a pole or building which is similar to a flag, except that it is longer than it is wide. A feather banner resembles a feather, in that it is tall and narrow, having more surface area vertically than horizontally when fully extended.

Flag, commercial, means any fabric, banner, or bunting containing distinctive colors, patterns, or symbols used for the purpose of advertising or drawing attention to a business. Does not include non-commercial flags, which are separate and distinct by definition and treatment in this Code.

Flag, non-commercial means any flag that is not a commercial flag and is not used for the purpose of advertising or attention to a business, including any Flag that has a non-commercial message including, but not limited to, a Flag of the United States, the state, the City, or foreign nations having diplomatic relations with the United States, and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction.

Flashing sign means any directly or indirectly illuminated sign that exhibits changing natural or artificial light or color effects by any means whatsoever.

Government sign means any sign that is installed or maintained by the federal, state, or local government. Local Government includes any political subdivision including the county, the City, the school district, the water district, or an emergency services district.

Install means to construct, erect, place, affix, display, or attach.

Loop 1604 frontage means and shall include all Loop 1604 frontage and access roads.

Monument sign means any sign that is a ground-mounted structure of masonry, rock, brick, stone, or stucco. Monument signs shall have a minimum of 90 percent masonry materials such as rock, brick, stone, or stucco. Concrete and cinder blocks may be used structurally if faced with rock, brick, or stucco in accordance with the International Building Code.

Neighborhood means a distinct segment of the community, usually consisting of essentially similar housing stock, whose boundaries are defined by physical barriers such as major arterial streets and/or natural features such as creeks and rivers.

Non-commercial sign means any sign which does not advertise the sale, rent, or lease of goods, services, or property or a location that sells, rents, or leases goods, services, or property.

Non-conforming sign means any sign lawfully in existence on the date the provisions of this chapter are adopted that do not conform to the provisions of this chapter, but which were in compliance with the applicable regulations at the time they were installed or maintained.

Off-premises sign means any commercial sign that advertises a business, responsible party, person, activity, goods, products, real property, or services not located on the property where the sign is installed, or that directs persons to a location other than the property where the sign is located.

On-premise sign means any commercial sign identifying or advertising a business, responsible party, person, or activity, and installed and maintained on the same premises as the business, responsible party, or activity.

Pennant sign means any sign of lightweight material suspended from a rope, wire, or string and displayed in a series with or without a message, designed to move in the wind.

Pole sign means any sign:

- (1) Supported by poles, uprights, or braces which are not concealed in an enclosed base but are permanently installed on or in the ground and wholly independent of any building for support, either single- or double-faced; or
- (2) Whose only structural support consists of exposed poles, posts, beams, or other devices mounted in the ground.

Portable sign means any sign that is readily capable of being moved or removed, whether attached or affixed to the ground or any structure that is typically intended for temporary display. Portable signs include, but are not limited to:

- (1) Signs designed and constructed with a chassis or support with or without wheels;
- (2) Menu and "sandwich" board signs;
- (3) "A" and "T" frame signs;
- (4) Posters, flags, or banners affixed to windows, fences, railings, overhangs, trees, hedges, or other structures or vegetation, except for pole-mounted community event banners;
- (5) Searchlights; and
- (6) Inflatables.

For the purposes of this definition, no sign owned or installed by the City, the State, or a public utility shall be considered a portable sign.

Premises means any site on which a sign is requested, required, or installed including any lot, area, facility, or building which the responsible party owns, leases, or has a right to use.

Private property means all property other than public property, as defined herein.

Prohibited neon means any use of neon lighting other than for lettering or logos. For the purposes of this chapter, all uses of neon lighting shall be considered a sign.

Public property means property owned by, or dedicated to the City, or owned by, or dedicated to other governmental entities. Signs located on public property shall be governed by a separate City policy.

Pylon sign means any freestanding sign with visible support structures or with a support structure with a pole cover or pylon cover.

Responsible party means the owner/operator of the business being identified on the sign; the owner of the property upon which the sign or sign structure is located; the owner of the sign or sign structure; the person who installs a sign or sign structure, contracts with or directs a person to accomplish the installation; and/or the person who retrieves a sign from the impound.

Right-of-way means the area on, below, or above a public road, highway, street, public sidewalk, alley, waterway, or utility easement in which a governmental entity has an interest.

Safety signs means any sign on an office or business property which point or direct a person or vehicle to a specific place or along a specific course in order to ensure the safe and orderly passage of vehicles and persons around the premises of a building, such as "entrance", "exit", "handicap access", "employee access only" or "patient drop off".

Setback means the line within a lot defining the minimum horizontal distance between a building and the property line. Building setback lines include front, rear, and side

setbacks that are measured from the front, rear, and side property lines. Signs installed within building setbacks, when authorized, should not obstruct traffic vision.

Sign means an outdoor structure, sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform.

Sign area means the area of a sign that is used to determine the maximum area of a sign including the entire advertising or communicative area of a sign. Unless otherwise addressed, sign area is measured from the highest, lowest, and widest points in a rectangular or square format. Sign area size restrictions shall apply to each respective side of the sign structure.

Site means a parcel of land developed for commercial or residential use. A site may be a single platted lot, or may be a group of lots with a common or shared frontage.

Voting period means the period beginning with the first day of the early voting period and ending when the polls close on the designated Election Day. The voting period corresponds only with elections administered by Bexar County.

Wall sign means any sign installed on the wall of a building or structure, with the exposed face of the sign parallel to the surface of the wall of the building.

Sec. 24-3. - Prohibited signs.

Except as otherwise provided for in this chapter, it is an offense for a responsible party to install or maintain, or cause to be installed or maintained, on private property located in the City, any advertising bench, animated, or moving sign, awning, canopy, or marquee sign, back-to-back sign, bandit sign, billboard, bill poster, electric sign, embellishment, flashing sign, monument sign, on-premise sign, prohibited neon, blinking, rotating, moving, or intermittently illuminated sign, pole sign, portable sign, pylon sign, any sign protruding above the building roof line or parapet line, painted or Day-Glo colored sign, banner sign, valance or display constructed of cloth, canvas, light fabric, paper, pliable vinyl, plastic, or other light material, feather banner, pennant, wall sign, any sign installed in exchange for a monetary or bartered benefit, any sign displaying any matter in which the dominant theme of the material taken as a whole appeals to the prurient interest in sex, or is patently offensive because it affronts contemporary community standards relating the description or representation of sexual matters, and is utterly without redeeming social value. Such action is hereby declared to be a public nuisance. Any sign not specifically listed as being allowed in this chapter is expressly prohibited. A responsible party shall not install a sign in the right-of-way or on property owned or controlled by the City without specific written permission of the City Council. All signs installed without the permission of the property owner of the land upon which the signs is installed is considered a prohibited sign.

Sec. 24-4. - Grandfather provisions.

This chapter is not intended to require the relocation, reconstruction, or removal of a sign which is already in place at the time of the adoption of the ordinance from which this chapter is derived and which was installed in compliance with local ordinances, laws and regulations applicable at the time of its installation, to the extent that Texas Local Government Code Chapter 216 preempts the application of this chapter to those signs or to any signs otherwise approved pursuant to Ordinance [No.] 100-03-99, as amended from time to time, or by City Council approval, provided that all such signs are constructed in accordance with such approval.

Sec. 24-5. - Non-nuisance signs in business and office districts.

The following signs are not deemed to be a public nuisance and may only be installed within the City limits in accordance with the following terms and conditions:

- (1) *Construction Development*: Upon final approval of a construction permit, three signs may be installed temporarily on the property of the approved plat or development, provided however, that such signs shall not exceed a total of 128 square feet in sign area and that no one sign exceeds 64 square feet in sign area. Sign area for construction development shall include its framing, trim and molding. The signs shall be installed so as not to interfere with the occupancy or use of any neighboring lots. Such signs shall only be installed during the time of active and ongoing building construction and shall be removed upon the issuance of the certificate of occupancy for the development. A responsible party shall not install any sign in the right-of-way.
- (2) *Post-Certificate of Occupancy*: Beginning at the time of the issuance of the certificate of occupancy, a single sign may be installed temporarily on each approved plat or development, provided, however, that such sign shall not exceed 64 square feet in sign area. Sign area for post-certificate of occupancy signs shall include its framing, trim and molding, but shall not include the pole or pylon of the sign. The signs shall be installed so as not to interfere with the occupancy or use of the business or office development. All such signs shall be installed for a maximum of one continuous 90-day period from the issuance of the certificate of occupancy. A responsible party shall not install any sign in the right-of-way.
- (3) *Monument Signs*. Monument signs shall be permitted subject to the following specifications:
 - a. In General. In business and office districts each property fronting a public or private street shall be allowed one monument sign. Properties fronting two public or private streets shall be allowed one monument sign on each street, for a total of two monument signs. Monument signs may have a sign inserted into the structure provided the sign area of the insert shall not exceed 75 percent of the average height and/or 90 percent of the average width of the structure. The sign insert may be backlit or externally illuminated.

- b. Monument signs fronting Loop 1604 frontage.
 - 1. Monument signs fronting Loop 1604 frontage shall not exceed 25 feet in height from the top of the sign to the ground, except as expressly provided in section 24-5(3)(b)(2).
 - 2. For properties where the site elevation is below the adjacent driving lanes of Loop 1604, monument signs shall not exceed 25 feet in height as measured from the top of the sign to the adjacent elevation of the Loop 1604 driving lanes, nor shall such monument signs exceed 48 feet in height as measured from the top of the sign to the ground.
 - 3. Each monument sign located along Loop 1604 frontage shall not exceed an average of 25 feet in width at the base and not exceed an average of 20 feet in width above the base. The base shall not be less than 75 percent of the average width of the sign. The base of the monument sign can include the name and/or address for commercial center.
 - 4. The sign area insert of a monument sign shall not exceed 150 square feet of sign area per side.
- c. Monument signs fronting N.W. Military Highway.
 - 1. Monument signs fronting NW Military Highway shall not exceed 12 feet in height as measured from the top of the sign to the ground.
 - 2. Monument signs located on N.W. Military Highway shall not exceed an average of 15 feet in width at the base and not exceed an average of 10 feet in width above the base. Monument signs on N.W. Military Highway do not require that a base be constructed. If a base is constructed on the monument sign, the base can include signage for name and/or address of the commercial center.
 - 3. The sign area of the insert of a monument sign shall not exceed 55 square feet of sign area per side excluding the trim and base of the monument sign, if any. The base of the sign shall be considered when determining the height of the sign.
- d. Monument signs fronting any other road.
 - 1. Lots with street frontage greater than 250 feet. Monument signs fronting any road other than Loop 1604 frontage or NW Military Highway shall not exceed 10 feet in height as measured from the top of the sign to the ground.
 - 2. Lots with street frontage less than 250 feet. Monument signs fronting any road other than Loop 1604 frontage or NW Military Highway shall not exceed six feet in height as measured from the top of the sign to the ground.

3. The sign area of the insert of a monument sign shall not exceed 50 square feet excluding the trim and the base of the sign, if any.
 - e. Convenience stores. Each convenience store, as defined by Sec. 36-1 of the City of Shavano Park Code of Ordinances, may install one monument sign with electric display that conforms with this section. Convenience stores fronting on two streets shall be allowed one monument sign with electric display facing each street. The electric sign shall not be neon, blinking, rotating, animated, moving, flashing or intermittently illuminated. The monument sign shall meet all other requirements in this code.
- (4) During the period that a property is for sale, rent or lease a single sign of not more than 64 square feet is permitted, provided such sign is located entirely within the property to which the sign pertains, is not illuminated, and is removed within 10 days after the sale, rental or lease has been consummated. Commercial lots fronting on two streets shall be allowed one sign of not more than 64 square feet facing each street. Sign area for a sign under this section shall include framing, trim and molding.

(5) *Multi-tenant buildings.*

- a. Each multi-tenant building that has exterior access to individual businesses may attach one wall sign, and one awning sign for each window and/or exterior door, as set forth in this subsection. This sign shall be compatible with the character of the premises upon which it is installed. Each sign shall require a permit, which may be obtained separately or within a building permit. Such signs shall not exceed an aggregate of 50 square feet of sign area per wall per business on up to two walls.
- b. Each multi-tenant building that has interior access to individual businesses or office suites shall be permitted either:
 1. Up to three wall signs may be installed on one side of a building, and said signs shall not collectively exceed 150 square feet in sign area with no one sign exceeding 120 square feet; or
 2. For a building over 30,000 square feet in area, up to five wall signs may be installed on the building, and said signs shall not collectively exceed 250 square feet in sign area with no one sign exceeding 120 square feet.
 3. Sign area for a wall sign under this section shall include all area of the sign including the trim. The sign's framing, trim molding and/or supporting structure shall not protrude above the building roof line or parapet line.

- c. All illuminated signs directed toward residential areas shall comply with Sec. 24-7.
- (6) *Single-tenant buildings.* Each single-tenant building may have one wall sign, and in addition one awning sign for each window and/or exterior door, subject to the limitations of this section. Such signs shall not exceed an aggregate of 50 square feet of sign area per wall on up to three walls. Sign area for a wall sign under this section shall include all area of the sign including the trim. The sign's framing, trim molding and/or supporting structure shall not protrude above the building roof line or parapet line.
- (7) If any sign is installed on a building structure, the sign and its framing, trim molding and/or supporting structure shall not protrude above the building roof line or parapet line.
- (8) *Safety & Directional Signs.* Signs on office or business property which point or direct a person or vehicle to a specific location or along a specific course in order to ensure the safe and orderly passage of vehicles and persons around the premises of a building, such as "entrance", "exit", "handicap access", "employee access only" or "patient drop off" are allowable provided they are no larger than six square feet in sign area. Sign area for a sign under this section shall include trim, molding, and framing, but shall not include the pole or pylon of the sign, if any.
- (9) *Permits.*
- a. No non-nuisance signs in business or office districts shall be installed within the City unless a building permit for such sign has first been issued by the City's building official. The permit application shall be accompanied by engineered drawings and a site plan showing the proposed sign location.
 - b. An electrical permit shall be required for any sign requiring the use of electricity in the operation of such sign.
 - c. The responsible party must make application for a sign permit, shall pay a fee in the amount as specified in the schedule of fees as approved by the City Council, and secure the permit before beginning work.
 - d. If the City Manager or the City Manager's designee finds that the proposed sign conforms in all respects to this chapter, the City Manager shall issue the permit; otherwise the City Manager shall deny it.
 - e. Any permit that does not comply with the provisions of the chapter or which is issued in violation of any provision hereof shall be void, and no right or privilege whatsoever shall accrue thereunder.

- f. The City Manager shall instruct the building official to immediately inspect all permitted signs upon completion to determine compliance with the permit.
- g. An applicant or responsible party may appeal any denial of a permit or determination that a sign has not been built in compliance with a permit to the Board of Adjustment as described in Section 24-15.
- h. No responsible party may reinstall, move, alter, modify, or relocate any sign which requires a permit without first obtaining a sign permit from the City. However, merely changing the price of advertised goods or services is not deemed to be altering the sign and shall not require an additional permit.

(10) Any sign allowed under this section as a commercial sign may also be a non-commercial sign.

Sec. 24-6. - Non-nuisance signs in residential zoning districts.

In A-1, A-2, A-3, A-4, A-5 PUD, MXD and CE zoning districts the following signs are hereby not deemed to be a public nuisance and do not require a permit unless specifically required below:

- (1) *Subdivision sign*: Upon final plat approval, a single sign may be installed temporarily on each approved plat or development property, provided, however, that such sign shall not exceed 64 square feet in sign area. Sign area for a subdivision sign shall include its framing, trim and molding, and shall be installed so as not to interfere with the occupancy or use of any lots in the subdivision. All such signs shall be removed upon completion of the sale of 95 percent of the lots in the subdivision. Such sign shall not be more than 10 feet in height.
- (2) *Temporary non-commercial sign-6 square feet*: Each residential property may erect one temporary sign non-commercial sign on the property that conforms to the following requirements:
 - a. A responsible party may install a sign in such a manner that it may be viewed from the public right-of-way for up to 60 days per calendar year;
 - b. The gross sign area shall not exceed six square feet in sign area. Sign area for a temporary non-commercial sign under this section shall include framing, trim and molding;
 - c. The sign shall not be higher than six feet above grade;
 - d. The sign cannot be illuminated or backlit.
- (3) *Residential signs-4 square feet*: Each residential property may erect two signs that conform to the following requirements:
 - a. No more than one of the two signs may be a commercial sign.

- b. Each sign cannot exceed four square feet in sign area. Sign area for a temporary sign under this section shall include framing, trim and molding;
 - c. Signs shall be installed within 10 feet of the front facing of the primary residence;
 - d. Signs shall not be higher than 4 feet above grade;
 - e. The signs shall not be illuminated or backlit.
- (4) During the period the residential property is listed for sale or lease, a sign may be installed on the property, subject to the restrictions noted in Sec. 24-6(2) (b)—(d). Residential lots fronting on two streets shall be allowed one sign facing each street.
- (5) *Voting Period Signs.* During voting periods as defined in Sec. 24-2, each residential property may install non-commercial signs in addition to those described in Sec. 24-6(2), subject to the following restrictions:
- a. No sign shall be installed more than 60 days prior to the start of the voting period;
 - b. All signs shall be removed by 11:59 p.m. the day following the end of the voting period;
 - c. The total sign area of all voting period signs shall be no more than 44 square feet, and no one sign shall be larger than **36 6 square feet**;
 - d. A non-commercial sign shall not be higher than 6 feet above grade including its pole or pylon; and
 - e. The signs shall not be illuminated or backlit.
 - f. Sign area for signs under this section shall include all including trim, molding, and framing of the sign. The pole or pylon of the sign shall be considered for height above grade, but shall not be considered part of the sign area.
- (6) *Neighborhood monument signs.* Neighborhood monument signs may be installed on property owned by a property owner's association and shall be a maximum of 10 feet in height and shall not exceed an average of six feet in width above the base, regardless of location. The base shall be included in measuring the maximum height of the sign. This sign requires a permit. This sign shall not be installed in the right-of-way without approval of the City Council.
- (7) *Street monument signs.* Street monument signs may be installed subject to approval of the City Council.
- (8) Each residential property shall prominently display its address as to be easily legible from the adjacent street. Addresses and monuments displaying the address shall not constitute a sign in terms of limiting or eliminating the rights to a sign as allowed in other sections of this chapter.

- (9) No sign shall be installed on public property including a public easement or right-of-way unless otherwise specified in this chapter.
- (10) Signs installed in violation of these regulations are considered a nuisance and may be removed by the City Manager or their designee. A sign so removed under the provisions of this section which has more than minimal value as determined by the City Manager shall be kept in storage for a period of 10 days, and if it is not claimed by the responsible party within said period, it may be disposed of in a lawful manner. The City Manager may send notice to the sign owner within three business days of removing the sign if the sign owner's contact information is reasonably discernible from the sign itself.

Sec. 24-7. - Exterior lighting and hours for business and building wall signs.

Exterior lighting of the building and building wall signs shall not exceed the maximum height of the building or wall sign. Lighting for signs fronting on any street other than streets adjacent to or abutting commercial property shall be turned off not later than 11:00 p.m. or one-half hour after the business is no longer open to the public, if earlier. All signs shall be compliant with the Outdoor Lighting requirements of Chapter 14 as well as all requirements of this ordinance.

Sec. 24-8. - Displayed address of commercial property.

Each commercial establishment shall prominently display its address as to be easily legible from the adjacent street. Addresses and monuments displaying the address shall not constitute a sign in terms of limiting or eliminating the rights to a sign as allowed in other sections of this chapter.

Sec. 24-9. - Authorized Signs.

The following signs under this section are authorized in every zoning district or property without a permit, unless specifically required below:

- (1) Government signs
- (2) Traffic-control devices that are installed and maintained to comply with the Texas Manual on Uniform Traffic-Control Devices.
- (3) Signs required by this chapter.
- (4) Signs required by other law, including federal, state, or local law, including a sign that a property owner is required to post on the owner's property to warn of a danger or to prohibit access to the property either generally or specifically; the owner must comply with the federal, state, or local law to post a sign on the property.
- (5) Official governmental notices and notices installed by governmental officers in the performance of their duties for regulatory purposes such as neighborhood crime watch areas, to identify streets, or to warn of danger including those installed by the city, county, water district, or other governmental entity.

- (6) Signs displayed on trucks, buses, trailers, mobile food vendors, or other vehicles that have a sign area, including the entire communicative area of the vehicle, which is less than 32 square feet and are being operated as motor vehicles, provided that the primary purpose of the vehicles is not for display of signs and provided that they are parked in areas appropriate to their use as vehicles as regulated by Chapter 36 of the Code of Ordinances, are in operable condition, and carry a current and valid license plate and state inspection tag. Vehicle signs shall conform to the following restrictions:
 - (A) Vehicular signs shall contain no flashing or moving elements;
 - (B) Vehicular signs shall not be attached to a vehicle so that the driver's vision is obstructed from any angle;
 - (C) Signs, lights and signals used by authorized emergency vehicles shall not be restricted;
- (7) Vending machine signs where the sign is not larger than the normal dimensions of the machine to which the sign is attached.
- (8) Memorial signs or tablets when cut into any masonry surface or attached to a building when constructed of bronze or other metal up to six square feet as part of a building.
- (9) Any sign wholly within the confines of a building, and oriented to be out of view from outside the building.
- (10) Flags in a business or office zoning district: Each business property is allowed to install up to four flags on up to three flagpoles. No more than one of the four flags may be a commercial flag, all other flags must be non-commercial. No business is allowed to install a commercial flag that is an off-premises sign. Each flag may be no larger than 60 square feet in area. Flagpoles shall be no taller than 40 feet in height nor higher than the highest point of the nearest principal building's roof on the premises.
- (11) Flags in a residential zoning district: Each residential property is allowed to install up to four non-commercial flags on up to three flagpoles. Each flag may be no larger than 40 square feet in area. Flagpoles shall be no taller than 25 feet in height nor higher than the highest point of the nearest principal building's roof on the premises.

Sec. 24-10. - Destroyed nonconforming signs.

An existing nonconforming sign in the City shall not be repaired or rebuilt in the case of obsolescence, dilapidation, or destruction by fire or other causes. In case of partial destruction by fire or other causes, where the cost of repairing the sign is less than 60 percent of the cost of installing a new sign of the same type at the same location, the City Manager or the City Manager's designee may issue a "no fee" permit for the necessary repairs to be made to the sign. If the necessary repairs are not completed within 60 days of the receipt of written notification to the responsible party by the City Manager or the City Manager's designee, then the sign shall be removed either by the responsible party or by the City at the responsible party's expense. Criminal or civil

penalties may also be initiated against the responsible party as provided for in this article. If the cost of rebuilding or repair of an existing nonconforming sign exceeds 60 percent of the cost of installing a new sign of the same type at the same location, the sign shall be removed at the responsible party's expense. If the sign is not removed within 30 days of written notification to the responsible party, then it shall be removed by the City or its designated agent(s) at the responsible party's expense. A sign so removed under the provisions of this section shall be kept in storage for a period of 60 days, and if it is not claimed within said period, it may be disposed of in a lawful manner by the City.

Sec. 24-11. - Abandoned or discontinued signs.

An abandoned or discontinued sign is a sign that advertises a business or project that has ceased operations for more than one year, unless the property is leased, in which case the sign shall be removed after two years. The responsible party shall remove any sign and/or sign structure that has not been used for advertising or promoting a going concern for at least one year. For the purposes of this section, a business or project has ceased to operate when it is no longer engaged in the sale of products or services in the normal course of business. A violation of this section is an offense.

Sec. 24-12. - City council sign approval.

(a) On Loop 1604 frontage only and more than 150 feet from N.W. Military Highway, the City Council may, at its sole discretion, approve pole/pylon signs within the following parameters: one sign per site with a maximum height of 48 feet from the top of the sign to the site grade, but not to exceed 25 feet above the adjacent driving lane of Loop 1604. This sign area shall not exceed 150 square feet per side (two sides maximum) and may be allowed in place of, or in addition to, any signs allowed by other provisions of this chapter. On a corner lot that qualifies for two monument signs the total sign area allowance may be adjusted up to 70/30 for the major artery. (i.e. A total of 100 square feet of sign area may be allocated 70 square feet on Lockhill Selma Road and 30 square feet on DeZavala Road.) Such reallocation shall be at the sole discretion of the City Council.

(b) The City Council reserves the right to establish policies governing signage on City property.

Sec. 24-13. - Authority to Enforce the Ordinance; Issue citation.

(a) The City Manager is authorized by City Council to enforce this ordinance. The City Manager or the City Manager's designee shall review sign regulations, permit applications, nonconforming uses and destruction, and other requests under the ordinance unless otherwise defined by this section. Any final decision made by the City Manager may be appealed to the Board of Adjustment by the responsible party.

(b) In this chapter the term "City Manager" also includes any person designated by the City Manager to act on behalf of the City Manager to carry out the enforcement of this ordinance.

- (c) The City Code Compliance Officer (or such other individual or classification of individuals as may be designated by the City Manager) may issue a citation requiring the removal, relocation, or reconstruction of any sign which does not meet the spacing, height, and size requirements of this chapter and other City ordinances for which the installation began on or after the effective date of the ordinance from which this chapter is derived. All safety signs shall be approved by the City Code Compliance Officer.

Sec. 24-14. - Removal of prohibited bandit signs.

Bandit signs may be removed and discarded without notice notwithstanding any conflicting regulation or requirement within this section. These signs will not be stored by the City but will be discarded.

Sec. 24-15. - Variances.

- (a) *Purpose.* Any responsible party, business, or other organization desiring to install, continue to install, reinstall, , relocate, alter, or use any sign which does not conform to the provisions of this chapter may make application to the Board of Adjustment for a variance to the provisions of this chapter.

- (b) *Application.* Application for a variance from the provisions of this chapter shall be made upon a form provided by the City Code Compliance Officer. The variance application shall include the application for a sign permit and shall also state the applicant's reasons for requesting the variance in accordance with the criteria set forth in this chapter.

- (c) *Fees.*

- (1) The applicant shall pay the fee as prescribed in the most recent adopted fee schedule passed and approved by the City Council. The fee shall be nonrefundable. If work requiring a variance is begun/completed before obtaining approval for such variance, the owner of the property and/or the responsible party for the commencement of such work shall request approval of an "after-the-fact" variance and pay triple the established, nonrefundable fee. Payment of such fee does not relieve the applicant from liability under the penalty provisions of this chapter.

- (2) Acceptance of the increased fee by the City does not constitute any commitment or warranty to approve the variance requested, nor does it relieve any responsible party from fully complying with the requirements of this chapter. A stop work order shall be in effect until a decision on approval/denial is taken. Fees shall not be refunded if the request for variance is disapproved.

- (d) *Hearing.* Upon receipt of a variance application, the City Secretary shall set a date for hearing before the Board of Adjustment within 45 days of receipt of an administratively complete variance request.

(e) *Standards for variances.* The Board of Adjustment may approve a variance only if it makes affirmative findings, reflected in the minutes of the Board of Adjustment's proceedings, as to all of the following:

- (1) The variance will not authorize a type of sign which is specifically prohibited by the chapter;
- (2) The variance is not contrary to the goals and objectives outlined by the City;
- (3) The variance is not contrary to the public interest;
- (4) Due to special conditions applying to the land, buildings, topography, vegetation, sign structures, or other unique matters on adjacent lots or within the adjacent right-of-way, a literal enforcement of this chapter would result in unnecessary hardship. Ordinarily, hardship that is self-induced or that is common to other similarly classified properties will not satisfy this requirement. Financial or economic hardship alone will not satisfy this requirement;
- (5) The spirit and purpose of this chapter will be observed and substantial justice done; and
- (6) The applicant has not sought a variance from the City Council within the past 12 months.

(f) *Conditions of variances.* The Board of Adjustment may impose such conditions or requirements in a variance as are necessary in the Board of Adjustment's judgment to achieve the fundamental purposes of this chapter. A violation of such conditions or requirements shall constitute a violation of this chapter. A variance, if granted, shall be for a specific event, use, or other applications of a business and shall not continue with the property. If a variance is granted and the sign so authorized is not substantially under construction within three months of the date of approval of the variance, the variance shall lapse and become of no force or effect.

Sec. 24-16. - Violations to be reported as nuisances.

It is an offense for a responsible party to install a sign in violation of this ordinance. Signs posted or installed in violation hereof are hereby declared to be public nuisances and such violations shall be reported promptly to the Chief of Police or City Code Compliance Officer.

Sec. 24-17. - Provisions cumulative.

This chapter shall be cumulative of all provisions of ordinances of the City of Shavano Park, Texas, except where the provisions of this chapter are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this chapter to the extent that they are in conflict herewith are repealed.

**II
CODE AMENDMENT**

Chapter 24, Article III. – TABLES of the City of Shavano Park Code of Ordinances is hereby created and reads as follows:

TABLE No. 1 - CHART OF SIGN DESIGN STANDARDS

Type of Sign	Maximum Sign Area	Maximum Sign Height	Maximum Number of Signs	Permit Required?	Conditions (Section Number)	Fee?
All Districts						
Government signs	n/a	n/a	n/a	No Permit	24-9	No Fee
Vending machine	Size of machine	Size of machine	Equal to number of machines on site	No Permit	24-9(7)	No Fee
Memorial signs	6 sq ft	n/a	n/a	No Permit	24-9(8)	No Fee
Residential Districts (A-1, A-2, A-3, A-4, A-5 PUD, MXD and CE)						
Neighborhood monument sign	60 sq ft	10 ft	one	Permit Required	24-6(6)	No Fee
Flags – noncommercial	40 sq ft	Flagpole can be up to 25 ft	four (on three flagpoles)	No Permit	24-9(11)	No Fee
Residential-subdivision sign	64 sq ft	10 ft	One until completion of sale of 95 percent of lots	No Permit	24-6(1)	No Fee
Residential - 4 sq ft signs	4 sq ft	4 ft	Two signs – 1 allowed with a commercial message	No Permit	24-6(3)	No Fee

Residential-address (required)	n/a	n/a	One (required)	No Permit	24-6(8)	No Fee
Residential-temporary sign	6 sq ft	6 ft	One sign up to 60 days	No Permit	24-6(2)	No Fee
Signs during the period that a property is for sale, rent or lease	6 sq ft	6 ft	One or Two signs depending on location	No Permit	24-6(4)	No Fee
Signs during voting periods	36 sq ft (one sign); 44 sq ft (aggregate)	6 ft	Unlimited so long as aggregate is 44 sq ft or less	No Permit	24-6(5)	No Fee
Business and Office Districts						
Construction Development Sign	128 sq ft (aggregate) no one sign larger than 64 sq ft		3 (up to 128 sq ft aggregate)-only allowed until Certificate of Occupancy	Permit Required	24-5(1)	Based on sign area size
Temporary Sign-Post Certificate of Occupancy	64 sq ft		1-only allowed for 90 days after the Certificate of Occupancy	Permit Required	24-5(2)	Based on sign area size
Commercial sign (multi-tenant with exterior access)	50 sq ft (aggregate)	Building Height	One per window/exterior door	Permit Required	24-5(5)(a)	Based on sign area size
Commercial sign (multi-tenant with only interior access)	120 sq ft or 150 sq ft for up to three walls (aggregate)	Building Height	Up to 3 wall signs per wall	Permit Required	24-5(5)(b)	Based on sign area size

Commercial sign (multi-tenant with only interior access) & Building larger than 30,000 square feet.	120 sq ft or 250 sq ft for up to three walls (aggregate)	Building Height	Up to 5 wall signs total	Permit Required	24-5(5)(b)(2)	Based on sign area size
Commercial sign (single tenant)	50 sq ft (aggregate)	Building Height	One per window/exterior door	Permit Required	24-5(6)	Based on sign area size
Commercial monument signs (1604 Frontage)	150 sq ft	Varies by site elevation in relation to 1604	One or Two signs depending on location	Permit Required	24-5(3)(b)	\$200
Commercial monument signs (NW Military)	55 sq ft	12 feet	One or Two signs depending on location	Permit Required	24-5(3)(c)	\$200
Commercial monument signs (All other locations)	50 sq ft	Varies by street frontage	One or Two signs depending on location	Permit Required	24-5(3)(d)	\$200
Signs during the period that a property is for sale, rent or lease	64 sq ft		One or Two signs depending on location	Permit Required	24-6(4)	Based on sign area size
Flags – noncommercial	60 sq ft	Flagpole can be up to 40ft	Four (three if a commercial flag is installed)	No Permit	24-9(10)	No Fee
Flags – commercial (off-premises sign is prohibited)	60 sq ft	Flagpole can be up to 40 ft	one	No permit	24-9(10)	No fee

**III
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.

**IV
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.

**V
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

**VI
EFFECTIVE DATE**

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

PASSED AND APPROVED on the first reading by the City Council of the City of Shavano Park this the 24th day of February, 2020.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park this the ____ day of _____, 2020.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.9

Prepared by: Mayor Pro Tem Ross

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action – Use of Consultant for Salary Study – Mayor Pro Tem Ross



Attachments for Reference: 1)

BACKGROUND / HISTORY:

For the last few years, the majority of Council has been in agreement that the data collected from the Consultant did not provide enough value to our City, in making budget decisions. We have repeatedly asked for data from cities that are more inline with our size and structure. We have been told that the cities we asked for comparable data from did not respond to the survey. We have been told that the data could be requested through open records requests, which we support, but Consultant did not do.

We have already paid a \$400 fee to get access to the raw data, which we have. The Consultant then takes the raw data, compiles it in a usable format and then sells the data to us and others for an additional \$2500 per city.

We belong to TML (Texas Municipal League) and have access to the free data they compile on positions, salaries and benefits.

DISCUSSION:

This year's data was collected back in February, before COVID 19 and ramifications of the virus, including the market drop, began to take place and continue today. Some cities are laying off employees, some are freezing positions and salaries, others are in a holding pattern, some are maintaining the status quo.

Considering that we have not received good data in the past, as well as, our inability to assess what impact the ramifications of the virus will have on overall budget, are the survey results even valid or useful.

COURSES OF ACTION: Recommend Council not support the purchase of the consultant's Study.

FINANCIAL IMPACT: City already paid \$400 for raw data, \$2500 is the fee to obtain the final analysis.

MOTION REQUESTED: Move that Shavano Park not purchase the compilation salary survey from the consultant during 2020.

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.10

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action – Update and selection of new Water Meters for future replacement - City Manager / Public Works Director

X

Attachments for Reference:

- 1) New ME Transmitter “Drive-by” Cost
- 2) Cost Comparison between ME and Cellular Meters

BACKGROUND / HISTORY: The City purchased the Badger Meter System in February 2007. The meters purchased at the time are called CE (Classic Endpoint) which consists of two components:

- 1) A brass meter body (25 year life)
- 2) A register and endpoint (with a 10 year battery)

At the end of each month, Public Works reads each meter’s water usage by driving through the City with a meter reader. The meter reader is able to read data that is transmitted by the meters and store the data onto the reader where it is downloaded and used to calculate water bills.

In 2013, some of the registers started having issues and not accurately recording the water flowing through the meters. Once notified of the problem, Badger came and swapped out all the meters with the faulty registers under warranty. In January 2017, the drive-by software was upgraded. Each year since 2013, we have replaced some water meters, however the majority of the existing meters are original from 2007.

In December 2019, Badger informed the City that they discontinued the meter model that we currently use (CE) in order to improve and advance new technology. Badger’s new drive-by replacement model is called the ME (Migratable Endpoint). Additionally, Badger now offers cellular meters which can be read through AT&T Cellular network. Therefore, only ME or Cellular Badger meters are available for future replacement.

The Cellular meter transmits readings near constantly through cell towers. This allows both the resident and the City access to that information almost immediately. Using the APP software,

residents themselves can constantly monitor usage from a computer or smart device. The APP can detect leaks, see min/hour/daily/monthly usage.

Currently with our existing meters, the detailed usage info is only available monthly after the meters are read. Because of the advantages available to the residents who have a cellular system, six residential properties who experienced reoccurring water challenges have already opted into the use of the cellular meter system. This allows them to track real-time water usage. In exchange for offering the cellular system, these six residents agreed to pay the small difference in the monthly fee normally paid to Badger (\$0.89 / monthly)

Staff has been in discussion with the WAC the last couple months to determine which option was the best for the City.

DISCUSSION:

For the month ending January 2020, there were 47 meters that were not read by the drive through meter reader. PW staff was then required go to each residence and manually read and record water usage. For February there were 99 meters, March there was 115 meter, and in April 123 meters were not reading. Staff troubleshooting has determined that meters not read during the drive-by because the batteries had failed. We can assume over time that the number of meters unable to be read will increase as there are approximately 476 meters that are originally installed in January/February 2007 and have not been replaced.

Because the components (including the battery) of our original CE meters are no longer available, the City can replace the inoperable meters with the similar “drive-by” system (ME) or replace them with a cellular system.

ME. If the City opts to stay with the drive-by system (new ME), a new ME meter reader will need to be purchased (unfortunately, the City’s CE drive-by reading equipment will not read the newer ME meters). During the drive-by reading, both CE and ME systems could be driven at the same time. The cost of the additional equipment would be approximately \$2,000. (see attachment 1). The readings and information from both system readers would be able to be uploaded into INCODE and the bills would then be processed.

Cellular. If the City moves to the Cellular reading system for replacements, then there would be a gradual swap out of meters over time. Because the meters are constantly read by cellular, the importing of the individual cellular meters is programed to occur at the same time the data file from the drive-by readings are imported into INCODE. During this transition period, the City will read meters using two methods, similar to what we are doing now.

Staff frequently uses the “data profiles” from the monthly readings to discuss usage and leaks with customers. This consumes a substantial amount of time. With the Cellular meters and APP,

customers could track their own data profile throughout the month and the number of customer problems and challenges are expected to be reduced.

Meter Costs. The costs of water meters has gradually increased over the years. The cost of a cellular meter is slightly higher than ME. Regardless of which meter we select, the replacement costs will likely exceed the available funds in the Capital Replacement Fund or the amount received annually from the “Water Service Fee” (\$59,280). A future rate increase in the Water Service Fee may need to be reviewed.

Below is a comparison chart:

	Cellular (Orion LTE-M)	ME (Orion)
Cost per meter	\$273.89	\$256.75
Cost per month	\$7.34	\$7.34
Software	\$0.89	\$0.06
Hardware	Not Required	\$637/annually
Warranty	25 yr brass body/10 yr endpoint/register	25 yr brass body/10 yr endpoint/register
Data Profile	Resident has full access	Contact PW to obtain Monthly

*Costs are all based on a 3/4” service meter (398 of 711 are 3/4” meters)

Currently, the City pays a “drive-by” meter software fee of \$0.06 / meter / month. Total = (\$511.92/year).

- The ME style meters would be the same cost. Total = (\$511.92/year).
- The cellular style meter software fee is \$0.89 / meter / month Total = (\$7,593.48 / year once all 711 meters eventually outfitted as cellular).

If the City chooses to start replacing the CE with cellular, then the extra \$0.83 cost per month must be considered. Option 1 is to transfer the cost to the customer. This would require a fee schedule change (water rate increase). NOTE: At this time, the Residents that have requested a cellular meter have also agreed to pay the additional fee. City has added a line within INCODE called software fee. Option 2 is for the City to absorb the cost, at least initially. Considering that in this current FY, only 82 meters are projected to be replaced, it seems reasonable for the City to be able to absorb this cost. As the number of meters replaced increases, we may need to address the increased cost of meters.

If the City chooses to start replacing the CE meter with the similar ME meter, it is likely that in 10 years the ME will be technology outdated and no longer available. While that may be similar with cellular meters, a software update may be the only thing required (as opposed to a drive by meter reader).

WAC recommendation is to incrementally replace old meters with the Cellular read system and fund the small increase from fund balance. In the future, consider increasing the monthly water service fee to cover the cost.

COURSES OF ACTION: The City has funds to purchase 82 cellular meters in this year’s fiscal budget.

COA 1: Replace CE with ME

COA 2: Replace CE with Cellular and absorb cost (for now; consider fee change later)

COA 3: Replace CE with Cellular and pass cost to customer (\$0.89 / month)

FINANCIAL IMPACT:

³ / ₄ ” Meter	Ea. Meter Cost	82 meters Cost	1 Meter monthly fee	82 meters Monthly fee	82 meters Annual fee
Orion LTE-M (Cellular)	\$273.89	\$22,458.98	\$0.89	\$72.98	\$875.76
Orion ME	\$256.75	\$21,053.50	\$0.06	\$4.92	\$59.04

NOTE: The cost per meter varies with the size. The cost above is for a ³/₄” meter. The costs for other sizes is approximately the same difference.

STAFF RECOMMENDATION: To approval the replacement of CE meters with Cellular meters and absorb cost without a fee schedule change.



QUOTATION

1600 Clovis Barker Rd. Suite 202
 San Marcos, TX 78666
 PHONE: 512-781-7302
 FAX: 512-781-7308

CREATED DATE: March 16, 2020
 QUOTED BY: Chip Woods
 REQUESTED BY: Brandon Peterson
 PHONE:
 EMAIL: pwdirector@shavanopark.org

BILL TO: City of Shavano Park

SHIP TO: City of Shavano Park

EFFECTIVE DATES: 3/16/2020 - 5/15/2020

SALESPERSON	PROPOSAL SUBJECT	SHIPPING TERMS	PAYMENT TERMS
Chip Woods	ORION ME TRANSCEIVER	Prepay/No Charge For Shipments > \$25,000 FCA Factory/Warehouse	Net 30 Days

QTY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1	ORION ME TRANSCEIVER	\$ 1,995.00	\$ 1,995.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Sales Tax: To be quoted at time of order.
Est. Lead Time: To be provided at time of order.

SUBTOTAL	\$ 1,995.00
SALES TAX	\$ -
FREIGHT	Add
TOTAL	\$ 1,995.00

Notes and Assumptions:

Badger Meter continues to improve and redesign our products to provide our customers with state-of-the-art technology solutions. Therefore, Badger Meter reserves the right to provide our newest product solutions as an alternative to the proposed products, provided the replacement products meet the following requirements: are substantially similar to and are at least of equal quality and performance to, are in conformance with the requirements in the applicable specifications, meet the actual needs or are otherwise suitable for the intended use, and are priced at an amount that does not exceed the price of the quoted products.

THANK YOU FOR YOUR BUSINESS!!

This quotation is an offer, made subject to the terms & conditions found on our website:
www.badgermeter.com/Company/Legal/Sales-terms.aspx



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EFFECTIVE DATES: 3/16/2020 - 5/15/2020

SALESPERSON	PROPOSAL SUBJECT	SHIPPING TERMS	PAYMENT TERMS
Chip Woods	METER OPTIONS	Prepay/No Charge For Shipments > \$25,000 FCA Factory/Warehouse	Net 30 Days

QTY	PRODUCT DESCRIPTION	ORION LTE-M	ORION ME
	POSITIVE DISPLACEMENT OPTIONS	\$ -	\$ -
	RECORDALL M35 3/4" PD w/ LL BRZ Bottom, HR-E LCD Encoder in USGallons w/ ORION w/ Twist-Tight connector	\$ 243.62	\$ 226.48
	RECORDALL M55 1" PD w/ LL BRZ Bottom, HR-E LCD Encoder in USGallons w/ ORION w/ Twist-Tight connector	\$ 296.51	\$ 279.36
	RECORDALL M120 1.5" PD w/ LL BRZ Bottom, HR-E LCD Encoder in USGallons w/ ORION w/ Twist-Tight connector	\$ 517.15	\$ 500.01
	RECORDALL M170 2" PD w/ LL BRZ Bottom, HR-E LCD Encoder in USGallons w/ ORION w/ Twist-Tight connector	\$ 694.76	\$ 677.62
	ULTRASONIC OPTIONS		
	E-SERIES E35 3/4" Ultrasonic 9-dial in USGallons w/ ORION w/ Twist-Tight connector	\$ 273.89	\$ 256.75
	E-SERIES E55 1" Ultrasonic 9-dial in USGallons w/ ORION w/ Twist-Tight connector	\$ 304.16	\$ 287.02
	E-SERIES 1.5" Ultrasonic 9-dial in USGallons w/ ORION w/ Twist-Tight connector	\$ 578.79	\$ 561.65
	E-SERIES 2" Ultrasonic 9-dial in USGallons w/ ORION w/ Twist-Tight connector	\$ 742.91	\$ 725.76
		\$ -	\$ -

SUBTOTAL	\$ 3,514.67
SALES TAX	\$ -
FREIGHT	Add
TOTAL	\$ 3,514.67

Sales Tax: To be quoted at time of order.
 Est. Lead Time: To be provided at time of order.

Notes and Assumptions:



QUOTATION

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EFFECTIVE DATES: 3/16/2020 - 5/15/2020

SALESPERSON	PROPOSAL SUBJECT	SHIPPING TERMS	PAYMENT TERMS
Chip Woods	METER OPTIONS	Prepay/No Charge For Shipments > \$25,000 FCA Factory/Warehouse	Net 30 Days

QTY	PRODUCT DESCRIPTION	ORION LTE-M	ORION ME
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Badger Meter continues to improve and redesign our products to provide our customers with state-of-the-art technology solutions. Therefore, Badger Meter reserves the right to provide our newest product solutions as an alternative to the proposed products, provided the replacement products meet the following requirements: are substantially similar to and are at least of equal quality and performance to, are in conformance with the requirements in the applicable specifications, meet the actual needs or are otherwise suitable for the intended use, and are priced at an amount that does not exceed the price of the quoted products.

THANK YOU FOR YOUR BUSINESS!!

This quotation is an offer, made subject to the terms & conditions found on our website:

www.badgermeter.com/Company/Legal/Sales-terms.aspx

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 6.11

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - FY 2020-21 Budget Calendar – Finance Director

Attachments for Reference:

a) Proposed FY 2020-21 Budget Calendar

BACKGROUND / HISTORY: Staff drafted the FY 2020-21 Budget Calendar to allow Council and Staff to arrange their schedules for the required meetings over the next several months.

DISCUSSION: Attached is the Proposed FY 2020-21 Budget Calendar.

Council should consider the proposed budget calendar meeting schedule and provide guidance. Council should also approve the dates for the first two budget workshops (currently proposed for **June 10th at 5:00 pm** and **June 22th at 4:30 pm** before the normal City Council meeting).

Prior to the first workshop, Staff will present to council each Directorate's / Department's Draft goals and objectives for the upcoming Fiscal Year. Some of these will be service related and some will be resources related. Critical objectives will be planned by staff to be fully funded in the budget. In a number of cases, the funding of other objectives (requirements) in the budget will be based upon the staff's ability to operate within the projected revenues. Thus, planned objectives may be deferred to future years.

This calendar provides for the City Council establishing overarching Goals and Objectives as you have the past few years. Typically, the eight goals established in previous years do not vary significantly, but the objectives do change as priorities and requirements evolve and other objectives are accomplished. This is an important element of guidance provided to staff for the entire year, but also those objectives that require fiscal funding must be included in the budget.

Council assumptions developed early on assist staff in prioritizing and developing the budget. For example, an assumption may be that employee compensation wages may rise by 3% or that medical insurance costs may rise by 10%. The actual rates may not be determined until after the City Manager proposes the initial budget. Should Council want to lower the tax rate, the development of an assumed amount (target) would be helpful. The ability to do this ultimately comes down to balancing services and resource requirements with projected revenues.

Note: Staff intends to present the budget as early as possible. Considering the certified tax rolls are not provided to the City until approximately July 25th and the No-New-Revenue and Voter-Approval tax rates are not provided until after that date – presenting the record City Manager budget is not scheduled until August 6th.

Staff anticipates the requirement to approve the budget and tax rate prior to the normally scheduled City Council meeting on September 28th to meet the timetable from the Bexar County Tax Assessor's Office for timely preparation and mailing of the tax bills on October 1. This schedule anticipates moving the September Regular City Council meeting from the 28th to the 21st, and scheduling a special City Council meeting on September 14th.

COURSES OF ACTION: 1.) Approve the two June budget workshops or approve alternate dates or times
2.) Accept the Budget Calendar as submitted or provide further guidance for remainder of the Budget Calendar

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Accept the FY 2020-21 Budget Calendar as submitted and approve June budget workshop dates as presented.

PROPOSED BUDGET CALENDAR FOR FY 2020-21

2020

20-30 April	Receive Preliminary Property Tax Report; pass to Council
30 April – 15 May	Budget Kick Off with Departments - FY 2020 -21 Goals, Objectives, Unfunded Requirements
11-22 May	Department Budget Meetings - FY 2020-21 Goals, Objectives, Unfunded Requirements
Monday 11 May	Brief Water Advisory Committee FY 2020-21 Goals and Objectives
Monday 8 June	Water Advisory Committee Meeting / Budget Workshop (Revenues, G&O)
Wednesday 10 June	Council Workshop 5:00pm – Set Initial Goals, Objectives, and Budget Guidance
8-19 June	Prepare Revenues for Preliminary Budget
Monday 22 June	Council Workshop - Budget Basics and Staff Analysis of Council Objectives / Compensation Analysis 4:30pm (before regular City Council meeting)
Monday 13 July	Water Advisory Committee Meeting - Budget Workshop - Water Fund Expenses
Wednesday 15 July	Budget Work Shop 4:00pm – Capital Replacement Funds; Expense Estimates
25 July	Bexar County Appraisal District Provides Certified Tax Roll; pass to Council
~ July 25 - 2 August	Bexar County Tax Assessor Collector Calculates & Provides No-New-Revenue and Voter-Approval Tax Rates
Tuesday 28 July (T)	Water Advisory Committee Meeting – Recommendation of Initial Water Fund Budget
Thursday 6 August	Special Council Meeting 5:30pm - <ul style="list-style-type: none">- City Manager Submits Proposed FY 2020-21 Budget (No anticipated Council action)- Receive No-New-Revenue and Voter-Approval Tax Rate Calculations
Wednesday 12 August	Special Council Meeting / Workshop 5:30pm <ul style="list-style-type: none">- Discuss tax rate; if proposed tax rate will exceed the No-New-Revenue Rate, take record vote and schedule Public Hearing.
Tuesday 18 August	Special Council Budget Workshop 5:30pm
Wednesday 19 August	Publish Notice of 2020 Tax Year Proposed Tax Rate (No-New-Revenue & Voter-Approval) (Date of Public Hearing Published in Newspaper)
Monday 24 August	Budget Work Shop 5:30pm / Regular Council Meeting
Wednesday 26 August	Publication Notice of 1 st and 2 nd Budget Reading
Monday 14 September	Special Council Meeting 6:30pm – <ul style="list-style-type: none">- 1st Reading of Budget/Public Hearing- Schedule and announce meeting to adopt tax rate 3-14 days from this date.
Monday 21 September	Regular Council Meeting (a week early)– <ul style="list-style-type: none">- 2nd Reading of Budget/Public Hearing- Adopt Budget by Ordinance- Levy Tax Rate by Resolution and take record vote

City of Shavano Park
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Printed: 05-01-2020

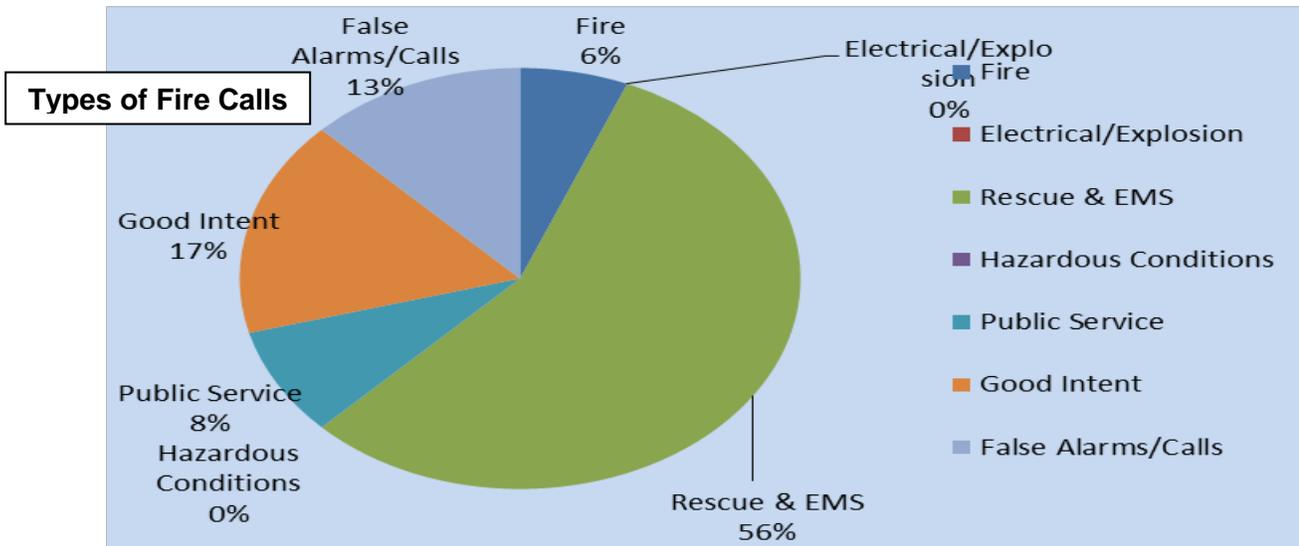
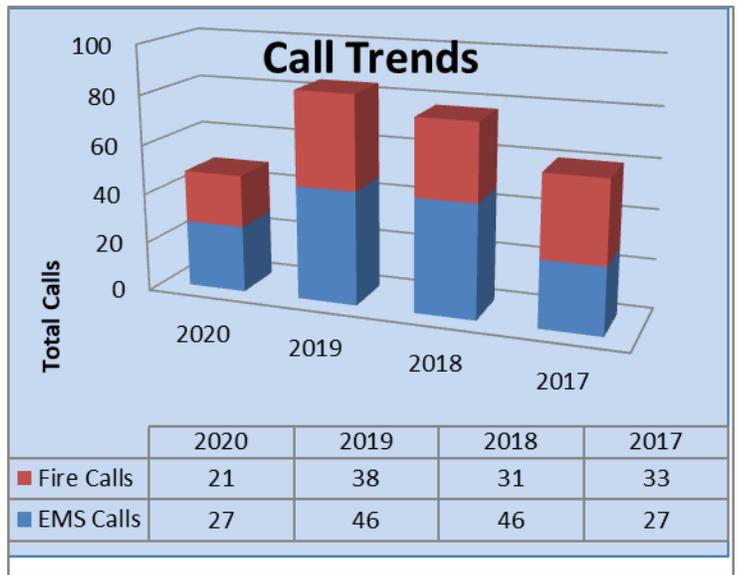
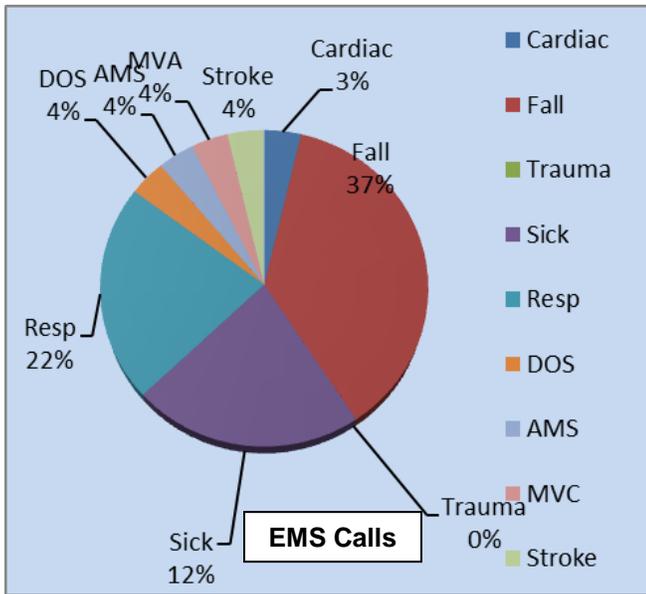
	[Designated period: 04/01/20 to 04/30/20]				[Prior period: 04/01/19 to 04/30/19]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RESIDENTIAL HOUSEKEEPING BLDGS:									
SINGLE FAMILY HOUSES DETACHED	101	1	.00	10,724.74	1	2	1,704,528.91	12,215.63	2
SINGLE FAMILY HOUSES ATTACHED	102		.00	.00	0	0	.00	.00	0
IF - IMPROVEMENTS	105		.00	.00	0	1	45,000.00	750.00	1
RESIDENTIAL NON-HOUSEKEEPING BLDGS:									
HOTELS, MOTELS & TOURIST CABINS	213		.00	.00	0	0	.00	.00	0
OTHER NON-HOUSEKEEPING SHELTER	214	1	.00	100.00	2	2	13,502.00	412.00	2
NEW NON-RESIDENTIAL BUILDINGS:									
AMUSEMENT, SOCIAL & RECREATIONAL	318		.00	.00	0	0	.00	.00	0
SERVICE STATIONS & REPAIR GARAGES	322		.00	.00	0	0	.00	.00	0
OFFICES, BANKS, & PROFESSIONAL	324		.00	.00	0	0	.00	.00	0
PUBLIC WORKS & UTILITIES	325		.00	.00	0	0	.00	.00	0
STORES & CUSTOMER SERVICE	327		.00	.00	0	0	.00	.00	0
OTHER NON-RESIDENTIAL BLDGS	328		.00	.00	0	0	.00	.00	0
STRUCTURES OTHER THAN BUILDINGS	329		.00	.00	0	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
RESIDENTIAL	434		.00	.00	0	0	.00	.00	0
NON-RESIDENTIAL & NON-HOUSEKEEPING	437	1	98,000.00	1,550.00	1	0	.00	.00	0
ADDS OF RESID. GARAGES (ATCH/DETC)	438		.00	.00	0	0	.00	.00	0
Solar Panels Install	439		.00	.00	0	0	.00	.00	0
DEMOLITION AND RAZING OF BUILDINGS									
SINGLE FAMILY HOUSES (ATCH/DETACH)	645		.00	.00	0	1	23,005.00	.00	1
ALL OTHER BUILDINGS & STRUCTURES	649		.00	.00	0	0	.00	.00	0
FENCE	650	3	.00	400.00	3	1	2,873.00	50.00	1
FIRE ALARM & SPRINKLERS	675	1	35,000.00	1,050.00	1	2	54,255.00	1,540.00	2
PLUMBING	701	4	.00	1,600.00	3	4	60,593.00	1,650.00	2
GAS	702		.00	.00	0	0	.00	.00	0
ELECTRICAL	705	7	106,768.00	3,050.00	7	6	499,412.14	3,920.80	5
HVAC	710	6	.00	1,400.00	6	7	261,784.00	2,972.00	5
IRRIGATION	715	1	.00	100.00	1	0	.00	.00	0
POOL	720	1	.00	600.00	1	1	142,000.00	1,544.00	0
ROOF	725		.00	.00	0	0	.00	.00	0
SEPTIC SYSTEM	730	1	.00	410.00	1	0	.00	.00	0
WATER SOFTENER	735		.00	.00	0	0	.00	.00	0
CONTRACTORS	800		.00	.00	0	2	20.00	20.00	0
TREE PERMIT	801		.00	.00	0	0	.00	.00	0
<hr/>									
TOTALS FOR PERMITS SHOWN ABOVE		27	239,768.00	20,984.74	27	29	2,806,973.05	25,074.43	21
Totals of other permits in the period		7	.00	2,464.50	6	1	1,819.27	50.00	1
<hr/>									
TOTAL FOR ALL PERMITS IN THE PERIOD		34	239,768.00	23,449.24	33	30	2,808,792.32	25,124.43	22

Shavano Park Fire Department



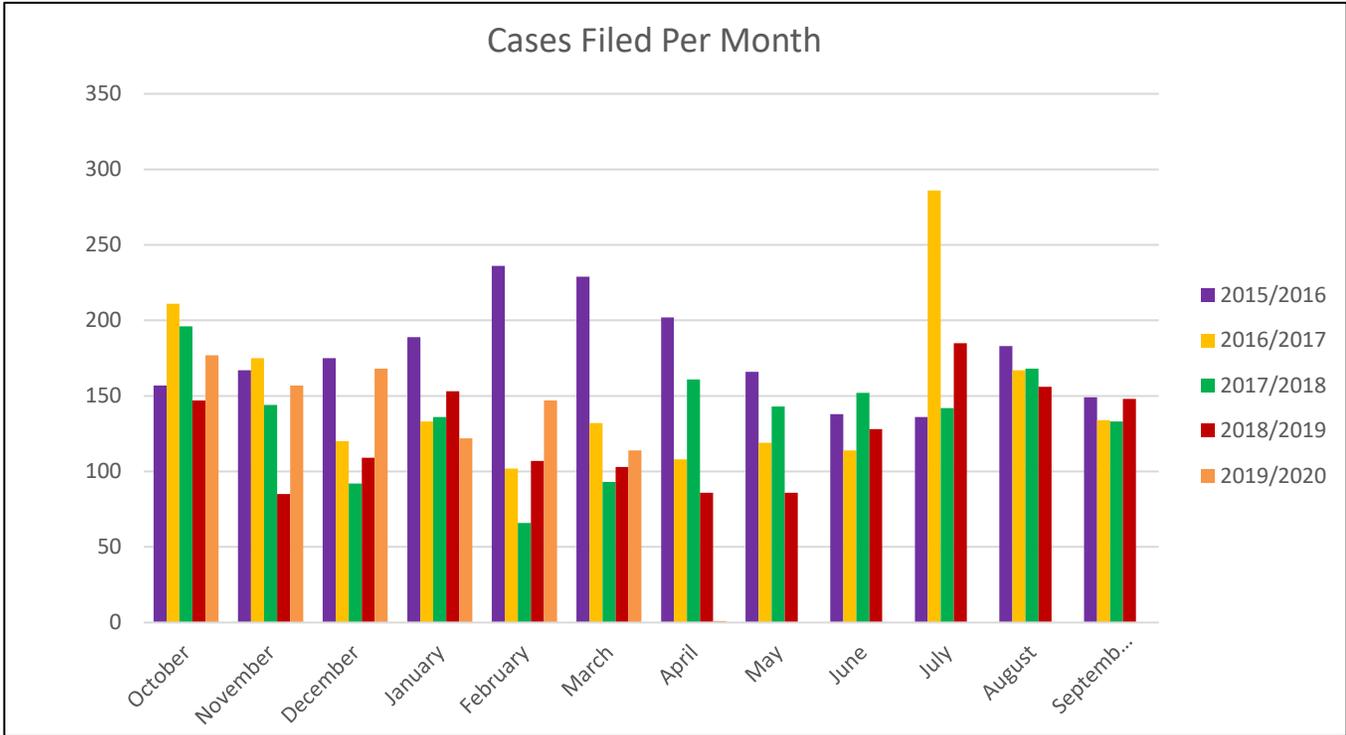
Summary of Events for April 2020

- Shavano Park FD responded to **59** requests for service in April.
- This is a **43% decrease** from the previous **April**.
- Shavano Park FD responded to **1** automatic aid requests from Leon Springs FD.
- Shavano Park FD received **0** automatic aid responses for Castle Hills FD and Hollywood Park FD.
- Shavano Park FD Responded/stood-by for **11** mutual aid requests from other departments
- The average response time for calls within Shavano Park is **4 minutes 48 seconds** this month.
- Firefighters completed a total of **216 hours of fire** and **127 hours of EMS** training in the month of April.
- Certified Fire Inspector inspected **8** commercial buildings.
- Fire crews performed **0** pre-incident fire plan reviews
- Certified Plans Examiners reviewed **4** sets of commercial building/renovation plans/changes to previously submitted plans



City of Shavano Park

Municipal Court Activity April 2020

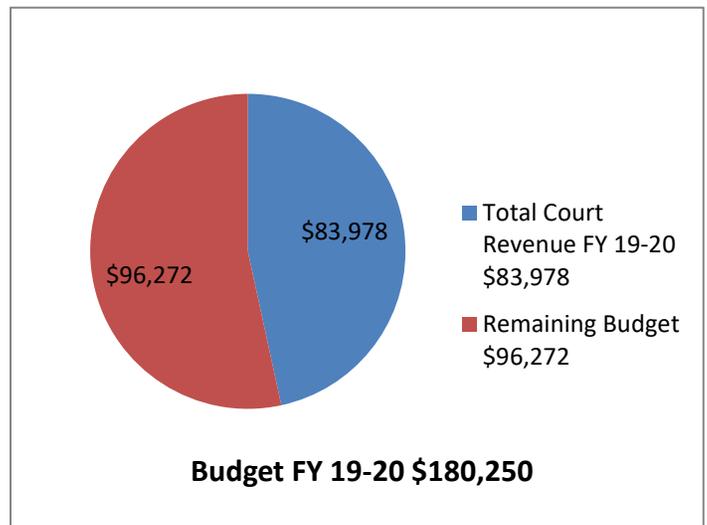


Cases Resolved	Current Month	Prior Year
Fine	12	33
Not Guilty By Judge	0	0
Guilty	24	31
Dismissed	0	0
Compliance Dismissal	1	27
Defensive Driving	15	8
Deferred Disposition	26	34
Proof of Insurance	1	2
TOTAL	79	135

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

There have been no in-person Municipal Court proceedings in March or April 2020 due to the coronavirus

Court Revenue	Current 19/20	Prior 18/19
October	\$ 10,865	\$ 13,774
November	10,311	9,036
December	10,494	10,296
January	12,522	13,940
February	17,307	17,093
March	15,672	17,252
April	6,808	17,824
May	-	9,646
June	-	14,172
July	-	11,303
August	-	15,757
September	-	13,203
TOTAL	\$ 83,978	\$ 163,297



**Monthly Activity Report
City of Shavano Park Police Department
April 2020**

**Activity Report: 143 incidents were responded to by the Police Department.
657 total incidents were responded to by the Department for 2020.**

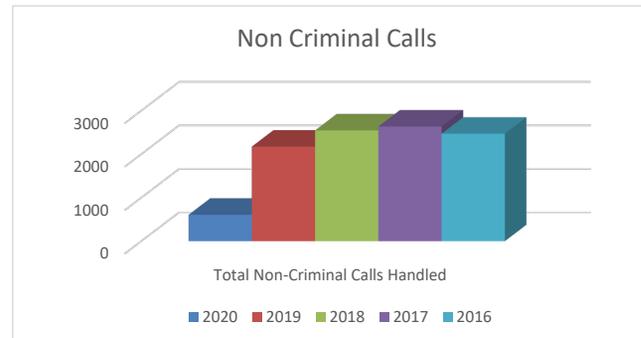
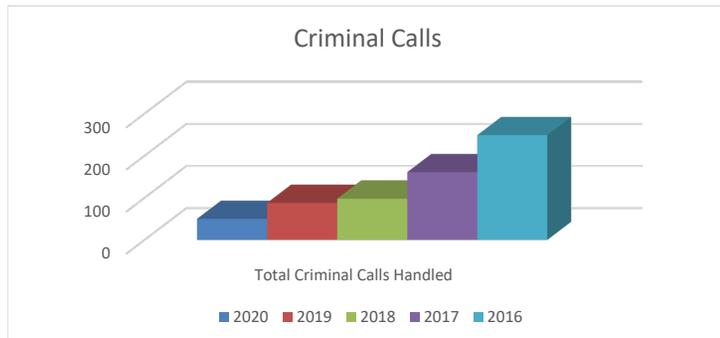
Criminal Calls	April	Calendar Year				
		2020	2019	2018	2017	2016
Alcohol Beverage Code Violations	0	0	0	1	0	0
Arrest of Wanted Persons (Outside Agency)	1	3	15	19	21	31
Assault	0	3	0	3	1	3
Burglary Building	1	2	5	1	3	17
Burglary of Habitation	0	0	0	5	4	
Burglary Vehicle	1	3	8	8	13	50
Criminal Mischief / Reckless Damage	2	2	7	5	15	19
Criminal Mischief Mail Box	0	1	0	0	2	5
Cruelty to Animals	0	0	0	0	0	0
Deadly Conduct	0	0	0	0	0	1
D.U.I. - Minor	0	0	0	0	1	0
D.W.I. / D.U.I.	1	4	10	6	4	6
Driving while License Suspended / Invalid	0	0	2	4	0	2
Endangerment of Child	0	0	0	0	1	0
Evading Arrest	1	1	1	3	0	3
Failure to Identify	0	0	0	0	1	0
Family Violence	0	3	3	1	3	2
Fraud / Forgery / False Reports / Tamper w/ Govt. Record	0	1	0	2	0	4
Harassment / Retaliation / Terroristic Threat	0	1	0	0	2	1
M.I.P. Alcohol / Tobacco	0	1	0	0	0	1
Murder	0	0	0	0	0	0
Narcotics Violation (class B and up)	0	6	12	10	16	30
Narcotics Violation (class C)	0	4	14	18	43	42
Possession of Prohibited Weapon / Unlawful Carry	0	0	1	0	1	3
Public Intoxication	0	0	1	0	3	4
Resisting Arrest	0	0	0	0	1	0
Robbery	0	0	0	0	1	0
Sexual Assault	0	1	0	0	0	1
Solicitation of a Minor / Indecency with a Minor	0	0	0	1	0	1
Suicide	0	1	0	0	0	0
Theft	2	10	9	11	22	17
Theft of Mail	0	1	0	0	1	4
Theft of Motor Vehicle / Unauthorized Use of Motor Veh.	0	2	0	0	2	2
Total Criminal Calls Handled	9	50	88	98	161	249

Monthly Activity Report
City of Shavano Park Police Department
April 2020

Non-Criminal Calls

	April	Calendar Year				
		2020	2019	2018	2017	2016
Accidents Major (With Injuries)	0	1	8	7	10	7
Accidents Minor (Non-Injury)	0	14	74	69	50	62
Alarm Call	30	145	505	498	557	536
Animal Calls / Complaints	9	41	147	171	143	148
Assist Fire Department / EMS	21	134	426	444	388	339
Assist Other Law Enforcement Agencies	6	27	89	94	81	59
Assist the Public	4	28	105	77	106	93
City Ordinance Violations	4	9	34	374	420	386
tree 1, COVID-19 3						
Criminal Trespass Warning	1	2	10	5	7	0
Deceased Person / Natural / Unattended	2	8	15	20	17	22
Disturbance / Keep the Peace	5	20	46	59	56	81
Emergency Detention	2	4	9	4	10	13
Health & Safety Violations	0	0	0	0	0	0
Information Reports	24	50	164	213	195	176
Missing Person / Runaway	0	2	4	0	1	2
Recovered Property / Found Property	1	2	9	8	21	28
Suspicious Activity, Circumstances, Persons, Vehicles	10	45	194	214	285	288
Traffic Hazard	0	5	72	47	49	62
Welfare Concern	2	11	65	58	52	38
911 Hang-up Calls	13	59	199	185	188	132
Total Non-Criminal Calls Handled	134	607	2175	2547	2636	2472
Officer Initiated Contacts						
Community Policing Contacts / Crime Prevention	98	315	1496	2620	2630	3817
Out of Town / Patrol-By Reports	4	87	430	410	480	551
Total Officer Initiated Contacts	102	402	1926	3030	3110	4368

There was no reported gang activity for April 2020. For 2020 there have been no reported gang activity.



April 2020 Breakdown

Arrest of Wanted Person

- 15500 blk. N.W. Military Hwy. - Bexar County Warrant

Burglary of Building

- 3200 blk. Napier Park - force used, items taken from construction site

Burglary of Vehicle

- 100 blk. Warbler Way - no force, item taken

Criminal Mischief

- 100 blk. Shavano Drive - lock damage
- 3200 blk. Napier Park - trailer damage

DWI

- 15500 blk. N.W. Military Hwy. - driving while under the influence

Evading Arrest/Detention

- 4500 blk. Lockhill-Selma Road - suspect fled from officers and arrested

Theft

- 100 blk. Bent Oak Drive - tools removed from construction site
- 400 blk. Bentley Manor - item taken

Mileage	April	Calendar Year				
		2020	2019	2018	2017	2016
Total Monthly / Annual Mileage	16291	56436	146935	144563	144779	151041

March 2020

Officer	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	Total A
Warnings	1	0	0	0	3	2	0	0	0	1	0	0	0	0	0	7
Citations	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
Cases	6	3	11	13	6	4	5	20	1	16	14	5	7	23	7	141
Activity Totals	7	3	11	13	11	6	5	20	1	17	14	5	7	23	7	150
Vehicles Stopped	1	0	0	0	4	2	0	0	0	1	0	0	0	0	0	8
Community Policing	10	0	5	0	0	5	0	39	0	3	29	0	7	0	0	98
	Benavides	Cantu	Casares	Flores	Garza	Harper	Martinez	Nakazono	Page	Phelps	Quintanilla	Rangel	Torres	Trimble	Villaneuva	

Officer	P	Q	R	S	T	U	V	W	X	Y	Z	Total B
Warnings	0											0
Citations	0											0
Cases	2											2
Activity Totals	2	0	0	0	0	0	0	0	0	0	0	2
Vehicles Stopped	0											0
Community Policing	0											0

Grand Total
7
2
143
152
8
98

Wade

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 7.6.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of April 2020 Monthly Reports

X

Attachments for Reference:

- a) April 2020 Power Point Presentation
- b) April 2020 Revenue & Expenditure Report
- c) April 2020 Monthly Check Register

BACKGROUND / HISTORY: The information provided is for the FY 2019-20 budget period, month ending April 30, 2020. The “Current Budget” column contains the original adopted budget plus one approved budget amendment. 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 power point briefing attached at the council meeting.

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

As of April 30, 2020, General Fund revenues total \$4,089,773 or 71.00% of the budget. General Fund expenditures total \$2,933,121 or 50.92% of the budget with 7 months or 58.33% of the year complete.

Revenues (GF) (Page 2 & 3)

- Current M&O Property tax (10-599-1010) collections for the month are \$19,784. The City has received 88.67% of its annual budgeted amount to date. This percentage is consistent with the same period, prior year of 88.10%
- Sales Tax revenue received this month totaled \$31,629 for taxes collected on February 2020 sales reported for monthly filers. The City is ahead of budget in this line item at 63.54% of revenue collected. (Did not see a decline in May’s settlement as a result of the coronavirus)
- Franchise Fees are paid quarterly and generally received two months after the quarter end. May is the next due date for these receipts. However, the refuse fee was received at the end of April (generally pays early)
- Permits and Licenses revenues total \$30,651 for the month, with \$28,751 in building permits and \$1,000 in plan review fees.
- Court fees for the month are \$6,533, this is less than the amount recognized in April 2019 of \$17,142. The April court date was cancelled due to the virus. Plan to hold Municipal Court in June pending Office of Court Administration approval of the operating plan to address the virus.
- Police/Fire revenues total \$10,888 for the month and includes \$6,035 of collections from the EMS third party biller and \$4,503 of Coronavirus Aid, Relief and Economic Security Act – Provider Relief funding for the Fire Department as a Medicare provider.

- Administrative Income (7050) – is at 101.68% of budget collected seven months into the fiscal year. TML Health is crediting the City with a renewal discount of \$574/month for October 2019 - April 2020, which accounts for substantially all the account balance to date.

Expenditures (GF) (Pages 4-14)

-The Council (600) is at 49.48% spent, \$17,439 cumulative year to date, with no significant expenditures this month.

-The Administration Department (601) is below budget with \$62,886 spent this month or 45.76% of the annual budget utilized to date. Prof. Services – Engineers reflects a progress billing for the NW Military utility design contract of \$4,290. Professional services (3013) includes the continuing debt disclosure reporting requirement as prepared by Frost, \$1,500. Training (3030) and Travel (3040) reflects refunds received for canceled training and conferences. IT Services (4060) includes \$810 for the cyber security training (state mandate), in addition to the normal monthly contract and back up fees. Building maintenance (5030) includes \$1,171 for AC repairs and \$1,600 to replace eight carport lights to 45-watt LED lights under SPPD's carport, all other are normal monthly expenditures or small dollar repairs.

-The Court Department (602) expenditures for the month are \$6,073 for 59.05% of the year to date budget spent, as the annual charges in October for Incode software in 4075 for \$4,432, as well as the full liability (3050) and property (3070) insurance expenditures continue to keep the department over budget. Training (3030) reflects a refund for a canceled course registration fees.

-The Public Works Department (603) expenditures for the month are \$34,984 with 42.16% of the annual budget utilized. Building Maintenance (5030) includes \$1,750 for one half of the septic tank/system repairs (shared with Fire).

-The Fire Department (604) is below budget for day-to-day operations at \$121,463 for the month, 49.38% total spent year to date. Vehicle Maintenance (5020) includes \$1,184 to replace Support 139's fuel pump assembly and sending unit. Building Maintenance (5030) includes \$1,750 for one half of the septic tank/system repairs (shared with PW). EMS Supplies (6040) reflects normal restocking, nothing unusual or individually significant. PPE Maintenance (6060) includes the annual mask FIT testing of \$950.

-The Police Department (605) is on budget for day-to-day expenses. Expenditures for the month are \$124,549 with 58.25% of the budget spent. Uniforms (2080) includes \$2,280 for raincoats, \$1,573 to outfit the new police officer and \$758 for department duffle bags.

-The Development Services Department (607) maintains the Professional Services paid for engineering, outside permit inspection, sanitary, and health inspection services with total expenses of \$6,250 or 61.60% of the annual budgeted amount.

20-WATER FUND

As of April 30, 2020, the Water Fund total revenues are \$564,997 or 50.27% of the total annual budgeted amount. Water Fund (Water department & Debt Service) expenses total \$574,753 or 51.14% of amended budget.

Revenues (Water)

-Water consumption (5015) billed in April 2020 for the month of March 2020 is \$43,686. Total consumption for the month is approximately 877,000 gallons more than the same month, prior year or \$1,421 of revenue.

-The Debt Service (5018) and Water Service Fee (5019) remain on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 58.53% and 58.88% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$5,716 was recorded for the month and 52.04% of the annual budgeted amount has been recognized to date.

Expenses (Water)

Water department (606) expenses for the day-to-day operations are below budget with \$66,704 spent this month or 45.23% utilized. Travel/mileage/lodging (3040) reflects expenditures related to the PW Director and one serviceman attending the TWUA conference in Corpus Christi in March. Water Analysis fees (3082) includes the annual testing fees from the Department of State Health Services. Chemicals (6011) reflects normal replenishment, nothing unusual or significant. Well Site #6 – Muni Tract (6066) – includes the costs to pull well #6 pump, troubleshoot and diagnose problem, replace motor, re-install pump, start up and test. Well Site #9 - Trinity (6069) – reflects the costs to pull pump and motor, video survey well, inspect and report on condition of well components. SCADA System Maintenance (6070) includes cost for technician to address alarm issues – communication errors/failures and pressure alarms.

The next debt service payments are due in August, for interest only.

PAYROLL

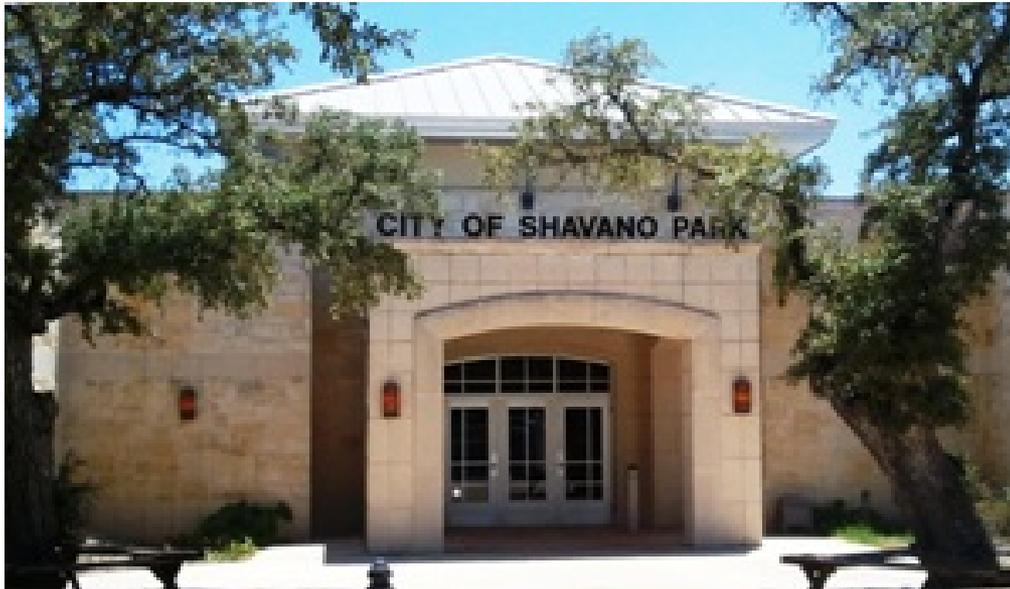
The City is on a bi-weekly payroll; there have been 15 pay periods out of 26 so approximately 57.69% should be expensed in the line items directly related to salaries. Workers Comp Insurance (1037) is at 43.37% of budget. This expenditure is calculated and recorded on a quarterly basis, with the next calculation at the end of June. There were vacancies throughout the City during the first half of the fiscal year – three positions in fire and two each in police and public works, which reduced the base for the expense calculation. At April 1, 2020, the City is fully staffed, with the hiring of a new patrol officer in SPPD. TMRS (1040) expenditures for departments is at approximately 55.15%, below budget but in line with the related salaries and overtime accounts due to the position vacancies mentioned earlier. Health insurance related line items are at approximately 55.61%, below budget due to position vacancies.

Overtime in the Police Department is at 135.46% spent to maintain staffing levels while covering paid time off (sick/vacation/holiday), position vacancies, shifts while officers attended the mandatory training as well, continuing the additional holiday season patrols in the Paesanos area thru New Year's and for the recently enacted targeted patrols to increase presence in certain neighborhoods.

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

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A



Monthly Financial Report

(April 30, 2020)

**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

April 30, 2020

General Fund (10)	\$	3,755,125
Water Fund (20)		807,931
Debt Service Fund (30)		158,362
Crime Control District Fund (40)		607,318
PEG Funds (42)		111,765
Oak Wilt Fund (45)		100,702
Street Maintenance Fund (48)		521,668
Court Security/Technology (50)		61,094
Child Safety Fund (52)		2,924
LEOSE Fund (53)		478
GF Capital Replacement Fund (70)		2,338,694
Pet Documentation and Rescue Fund (75)		2,380
Total Cash & Investments **	\$	8,468,441

***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	April 30, 2020	
OPERATING BANK ACCOUNTS		
Frost Bank	\$	1,826,781
SAVINGS & BANK ACCOUNTS		
Frost Bank		3,473,340
POOLS		
Tex Star	\$ 2,190,822	
Texpool	211,416	
SUBTOTAL - POOLS		2,402,238
CERTIFICATES OF DEPOSIT		
Security Service Credit Union	\$ 258,626	
United SA Credit Union	254,038	
Generation Credit Union	253,418	
SUBTOTAL - CERTIFICATES OF DEPOSIT		766,082
Total Cash & Investments **	\$	8,468,441

***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 April 2020 are \$3,087,753 and are ahead of budget at 88.67%, normal for this time frame
- April 2020 Sales Tax revenue was \$31,629.
(Collections are for February 2020 sales from monthly filers.)
- Building Permits and Licenses revenue for the month was \$30,651 with \$28,751 collected in building permit fees and \$1,000 from plan review fees.
- Major Projects/Improvements in FY 2019-20

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
Northwest Military conduit relocation	\$ 23,250	\$ -	\$ 23,250	Planning
Widen rear Fire Station driveway	\$ 16,000	\$ -	\$ 16,000	Planning
NIBRS Upgrade - grant funded - SPPD	\$ 43,000	\$ 15,699	\$ 27,301	In process
Pavilion/playscapes	\$ 275,000		\$ 275,000	In process

Unassigned General Fund fund balance at September 30, 2019 = \$2,676,488 (Audited)
 Unassigned General Fund fund balance at September 30, 2018 = \$2,648,513 (Audited)

10 - General Fund Revenues



Together We Can!

	FY 2019-20 AMENDED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % BUDGET COLLECTED
CURRENT PROPERTY TAXES	\$ 3,482,353	\$ 19,784	\$ 3,087,753	88.67%
DEL. TAXES & PENALTIES	54,500	3,020	44,502	81.66%
SALES TAX	465,000	31,629	295,448	63.54%
MIXED BEVERAGE	23,000	6,466	16,577	72.07%
FRANCHISE REVENUES	482,500	8,099	235,641	48.84%
PERMITS & LICENSES	372,000	30,651	188,926	50.79%
COURT FEES	172,750	6,533	79,141	45.81%
POLICE/FIRE REVENUES	168,900	10,888	80,617	47.73%
MISC/INTEREST/GRANTS	202,404	4,897	61,168	30.22%
TRANSFERS IN/FUND BAL.	336,940	-	-	0.00%
TOTAL REVENUES	\$ 5,760,347	\$ 121,967	\$ 4,089,773	71.00%

10- General Fund Expenditures



	FY 2019-20 AMENDED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % BUDGET SPENT
CITY COUNCIL	\$ 35,247	\$ 66	\$ 17,439	49.48%
ADMINISTRATION	1,238,591	62,886	566,719	45.76%
COURT	90,970	6,073	53,722	59.05%
PUBLIC WORKS	599,307	34,984	252,671	42.16%
FIRE DEPARTMENT	1,932,711	121,463	954,326	49.38%
POLICE DEPARTMENT	1,779,346	124,549	1,036,393	58.25%
DEVELOPMENT SERVICES	84,175	6,250	51,851	61.60%
TOTAL EXPENDITURES	\$ 5,760,347	\$ 356,271	\$ 2,933,121	50.92%
REVENUES OVER/(UNDER) EXPENDITURES	\$ -	\$ (234,304)	\$ 1,156,652	

Expenditures total \$2,933,121 through April 2020 or 50.92% of budget spent with 58.33% of budget complete (7 months).

20 - Water Fund Overview



Together We Can!

- Total revenues through April are \$564,997 for a total 50.27% of budget, including transfers in.
- Total April 2020 billing for March water consumption is approximately 877,000 gallons more than the same period, prior year.
- Water consumption revenue for the month of April 2020 (actual March 2020 usage) is higher in comparison to the same period, prior year by \$1,421.
- Water Department expenses are below budget thru the month of April at \$423,288 with a total of 45.23% of the amended budget spent with 58.33% of year complete.
- Major Projects/Improvements in FY 2019-20:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
Water meter replacement	\$ 30,150	\$ 6,964	\$ 23,186	In process
Replace spider water lines in one cul de sac	\$ 12,000	\$ -	\$ 12,000	Not started

20 - Utility Fund Revenues & Expenses

Together We Can!



	FY 2019-20 AMENDED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % OF BUDGET
				<u>COLLECTED</u>
WATER CONSUMPTION	\$ 627,000	\$ 43,686	\$ 329,323	52.52%
DEBT SERVICE	188,317	15,783	110,213	58.53%
WATER SERVICE FEE	58,092	4,895	34,207	58.88%
EAA PASS THRU CHARGE	83,681	5,716	43,635	52.14%
MISC/INTEREST/GRANTS	113,118	10,575	40,655	35.94%
TRANSFERS IN	53,650	-	6,964	12.98%
TOTAL REVENUES	\$ 1,123,858	\$ 80,655	\$ 564,997	50.27%
				<u>SPENT</u>
WATER DEPARTMENT	\$ 935,824	66,704	423,288	45.23%
DEBT SERVICE	188,034	-	151,465	80.55%
TOTAL EXPENSES	\$ 1,123,858	\$ 66,704	\$ 574,753	51.14%
REVENUES OVER/(UNDER) EXPENSES	\$ -	\$ 13,951	\$ (9,756)	

Special Revenue Funds



Together We Can!

40- Crime Control Prevention District

	FY 2019-20 AMENDED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % OF BUDGET
BEGINNING FUND BALANCE	\$ 598,768	\$ 632,780	\$ 598,768	
Crime Control Sales Tax	\$ 116,250	\$ 7,918	\$ 72,883	COLLECTED 62.70%
Interest/Misc.	7,500	55	3,514	46.85%
TOTAL REVENUES	\$ 123,750	\$ 7,973	\$ 76,397	61.73%
Fire Expenditures	\$ 6,525	\$ -	\$ 624	SPENT 9.56%
Police Expenditures	92,380	12,967	46,755	50.61%
TOTAL EXPENDITURES	\$ 98,905	\$ 12,967	\$ 47,379	47.90%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 24,845	\$ (4,994)	\$ 29,018	
PROJECTED ENDING FUND BALANCE	\$ 623,613	\$ 627,786	\$ 627,786	

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 2019-20:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
National Night Out	\$ 5,500	\$ 2,413	\$ 3,087	In process
Ticket writers/printers	\$ 6,600	\$ -	\$ 6,600	Planning
Shotgun locks/mounts	\$ 10,500	\$ -	\$ 10,500	Not started
Tasers	\$ 9,265	\$ 624	\$ 8,641	In process
Static radar signs	\$ 26,000	\$ 26,202	\$ (202)	Completed
Rugged mobile routers	\$ 12,200	\$ 7,395	\$ 4,805	In process
Neighborhood Watch signage	\$ 3,500	\$ 3,493	\$ 7	Completed

Special Revenue Funds

Together We Can!



42- PEG Fund

	FY 2019-20 ADOPTED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % OF BUDGET
BEGINNING FUND BALANCE	\$ 106,887	\$ 115,003	\$ 106,887	
Franchise Fee- PEG	\$ 16,000	\$ 827	\$ 9,156	<u>COLLECTED</u> 57.23%
Misc/Interest	1,200	10	624	52.00%
TOTAL REVENUES	\$ 17,200	\$ 837	\$ 9,780	56.86%
PEG Expenditures	19,300	-	827	<u>SPENT</u> 4.28%
REVENUES OVER/(UNDER) EXPENDITURES	\$ (2,100)	\$ 837	\$ 8,953	
PROJECTED ENDING FUND BALANCE	\$ 104,787	\$ 115,840	\$ 115,840	

Special Revenue Funds

Together We Can!



45- Oak Wilt Fund

	FY 2019-20 ADOPTED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % OF BUDGET
BEGINNING FUND BALANCE	\$ 96,477	\$ 100,702	\$ 96,477	
Tree Trimming Permits Revenue	\$ 11,000	\$ -	\$ 4,225	<u>COLLECTED</u> 38.41%
Oak Wilt Expenditures	500	-	-	<u>SPENT</u> 0.00%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 10,500	\$ -	\$ 4,225	
PROJECTED ENDING FUND BALANCE	<u>\$ 106,977</u>	<u>\$ 100,702</u>	<u>\$ 100,702</u>	

Special Revenue Funds

Together We Can!



48- Street Maintenance Fund

	FY 2019-20 ADOPTED BUDGET	FY 2019-20 APRIL 2020	FY 2019-20 YEAR TO DATE	FY 2019-20 % OF BUDGET
BEGINNING FUND BALANCE	\$ 469,261	\$ 535,215	\$ 469,261	
Sales Tax Revenues	\$ 116,250	\$ 7,907	\$ 73,861	COLLECTED 63.54%
Materials/Supplies	\$ 50,000	\$ -	\$ -	SPENT 0.00%
REVENUES OVER/(UNDER) EXPENDITURES	\$ 66,250	\$ 7,907	\$ 73,861	
PROJECTED ENDING FUND BALANCE	\$ 535,511	\$ 543,122	\$ 543,122	



70- Capital Replacement Fund

BEGINNING FUND BALANCE	<u>\$ 2,513,388</u>	<u>\$ 2,363,939</u>	<u>\$ 2,513,388</u>	
				COLLECTED
Interest Income	\$ 35,000	\$ 210	\$ 14,343	40.98%
Other revenues	28,030	-	-	0.00%
Transfers In - General Fund	<u>297,582</u>	<u>-</u>	<u>-</u>	0.00%
TOTAL REVENUES	<u>\$ 360,612</u>	<u>\$ 210</u>	<u>\$ 14,343</u>	3.98%
Council	\$ 30,000	\$ -	\$ 23,469	78.23%
Administration	64,000	92	16,608	25.95%
Pavilion/Playscapes	275,000	10,850	17,547	6.38%
Public Works	86,218	-	37,893	43.95%
Drainage	728,000	7,044	86,051	11.82%
Fire	8,000	7,470	7,470	93.38%
TOTAL EXPENDITURES	<u>\$ 1,191,218</u>	<u>\$ 25,456</u>	<u>\$ 189,038</u>	15.87%
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ (830,606)</u>	<u>\$ (25,246)</u>	<u>\$ (174,695)</u>	
PROJECTED ENDING FUND BALANCE	<u><u>\$ 1,682,782</u></u>	<u><u>\$ 2,338,693</u></u>	<u><u>\$ 2,338,693</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 2019-20:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
City Hall septic replacement	\$ 50,000	\$ 3,450	\$ 46,550	In process
City Hall HVAC replacement	\$ 8,000	\$ 8,898	\$ (898)	Completed
Heavy duty chipper	\$ 27,000	\$ 25,513	\$ 1,487	Completed
Grasshopper mower	\$ 12,500	\$ 12,381	\$ 119	Completed
Drainage projects	\$ 728,000	\$ 79,008	\$ 648,992	In process
Fire - gear extractor	\$ 8,000	\$ 7,470	\$ 530	Completed
Muni tract hiking trail	\$ 30,000	\$ 23,469	\$ 6,531	In process
Muni tract pavilion/playscapes	\$ 275,000	\$ 17,547	\$ 257,453	In process



City of Shavano Park

Together We Can!



Questions

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

10 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>5,760,347.00</u>	<u>121,967.05</u>	<u>4,089,772.52</u>	<u>1,670,574.48</u>	<u>71.00</u>
TOTAL REVENUES	<u>5,760,347.00</u>	<u>121,967.05</u>	<u>4,089,772.52</u>	<u>1,670,574.48</u>	<u>71.00</u>
<u>EXPENDITURE SUMMARY</u>					
CITY COUNCIL	35,247.00	65.95	17,438.93	17,808.07	49.48
ADMINISTRATION	1,238,591.00	62,885.55	566,719.02	671,871.98	45.76
COURT	90,970.00	6,073.09	53,721.70	37,248.30	59.05
PUBLIC WORKS	599,307.00	34,983.62	252,671.44	346,635.56	42.16
FIRE DEPARTMENT	1,932,711.00	121,463.25	954,325.83	978,385.17	49.38
POLICE DEPARTMENT	1,779,346.00	124,549.08	1,036,393.29	742,952.71	58.25
DEVELOPMENT SERVICES	<u>84,175.00</u>	<u>6,250.00</u>	<u>51,850.67</u>	<u>32,324.33</u>	<u>61.60</u>
TOTAL EXPENDITURES	<u>5,760,347.00</u>	<u>356,270.54</u>	<u>2,933,120.88</u>	<u>2,827,226.12</u>	<u>50.92</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(234,303.49)	1,156,651.64	(1,156,651.64)	0.00

10 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

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	3,482,353.00	19,783.93	3,087,752.81	394,600.19	88.67
10-599-1020 DELINQUENT ADVALOREM TAXES	45,000.00	1,576.81	34,327.38	10,672.62	76.28
10-599-1030 PENALTY & INTEREST REVENUE	9,500.00	1,443.85	10,174.71 (674.71)	107.10
10-599-1040 MUNICIPAL SALES TAX	465,000.00	31,628.84	295,448.16	169,551.84	63.54
10-599-1060 MIXED BEVERAGE TAX	<u>23,000.00</u>	<u>6,465.91</u>	<u>16,576.88</u>	<u>6,423.12</u>	<u>72.07</u>
TOTAL TAXES	4,024,853.00	60,899.34	3,444,279.94	580,573.06	85.58
<u>FRANCHISE REVENUES</u>					
10-599-2020 FRANCHISE FEES - ELECTRIC	310,000.00	0.00	142,910.56	167,089.44	46.10
10-599-2022 FRANCHISE FEES - GAS	30,000.00	0.00	14,480.38	15,519.62	48.27
10-599-2024 FRANCHISE FEES - CABLE	85,000.00	0.00	41,644.88	43,355.12	48.99
10-599-2026 FRANCHISE FEES - PHONE	9,500.00	3.55	10,891.27 (1,391.27)	114.64
10-599-2027 FRANCHISE FEES - SAWS	16,000.00	0.00	0.00	16,000.00	0.00
10-599-2028 FRANCHISE FEES - REFUSE	<u>32,000.00</u>	<u>8,095.67</u>	<u>25,714.34</u>	<u>6,285.66</u>	<u>80.36</u>
TOTAL FRANCHISE REVENUES	482,500.00	8,099.22	235,641.43	246,858.57	48.84
<u>PERMITS & LICENSES</u>					
10-599-3010 BUILDING PERMITS	295,000.00	28,751.35	164,619.46	130,380.54	55.80
10-599-3012 PLAN REVIEW FEES	46,000.00	1,000.00	13,690.96	32,309.04	29.76
10-599-3018 CERT OF OCCUPANCY PERMITS	6,000.00	200.00	2,200.00	3,800.00	36.67
10-599-3020 PLATTING FEES	2,000.00	0.00	0.00	2,000.00	0.00
10-599-3025 VARIANCE/RE-ZONE FEES	1,000.00	0.00	1,050.00 (50.00)	105.00
10-599-3040 CONTRACTORS' LICENSES	3,000.00	200.00	1,470.25	1,529.75	49.01
10-599-3045 INSPECTION FEES	7,000.00	400.00	3,055.39	3,944.61	43.65
10-599-3048 COMMERCIAL SIGN PERMITS	1,500.00	100.00	1,100.00	400.00	73.33
10-599-3050 GARAGE SALE & OTHER PERMITS	1,500.00	0.00	440.00	1,060.00	29.33
10-599-3055 HEALTH INSPECTIONS	4,000.00	0.00	1,300.00	2,700.00	32.50
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	372,000.00	30,651.35	188,926.06	183,073.94	50.79
<u>COURT FEES</u>					
10-599-4010 MUNICIPAL COURT FINES	140,000.00	5,357.55	67,357.39	72,642.61	48.11
10-599-4021 ARREST FEES	5,000.00	112.19	2,501.54	2,498.46	50.03
10-599-4028 STATE COURT COST ALLOCATION	6,000.00	0.00	0.00	6,000.00	0.00
10-599-4030 WARRANT FEES	21,000.00	1,050.00	9,000.10	11,999.90	42.86
10-599-4036 JUDICIAL FEE - CITY	<u>750.00</u>	<u>13.18</u>	<u>282.01</u>	<u>467.99</u>	<u>37.60</u>
TOTAL COURT FEES	172,750.00	6,532.92	79,141.04	93,608.96	45.81
<u>POLICE/FIRE REVENUES</u>					
10-599-6010 POLICE REPORT REVENUE	400.00	0.00	66.00	334.00	16.50
10-599-6030 POLICE DEPT. REVENUE	3,500.00	0.00	1,101.00	2,399.00	31.46
10-599-6060 EMS FEES	165,000.00	6,384.72	74,946.73	90,053.27	45.42
10-599-6065 CARES ACT PROVIDER RELIEF	<u>0.00</u>	<u>4,502.78</u>	<u>4,502.78</u> (<u>4,502.78</u>)	<u>0.00</u>
TOTAL POLICE/FIRE REVENUES	168,900.00	10,887.50	80,616.51	88,283.49	47.73

10 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MISC./GRANTS/INTEREST</u>					
10-599-7000 INTEREST INCOME	81,194.00	1,381.05	31,321.54	49,872.46	38.58
10-599-7021 FEDERAL GRANTS	38,010.00	0.00	0.00	38,010.00	0.00
10-599-7025 US DOJ VEST GRANT	2,500.00	0.00	1,096.84	1,403.16	43.87
10-599-7030 FORESTRY SERVICE GRANT	10,000.00	0.00	0.00	10,000.00	0.00
10-599-7037 STRAC	7,000.00	0.00	0.00	7,000.00	0.00
10-599-7040 PUBLIC RECORDS REVENUE	50.00	0.00	0.20	49.80	0.40
10-599-7050 ADMINISTRATIVE INCOME	4,000.00	574.13	4,067.29	(67.29)	101.68
10-599-7060 CC SERVICE FEES	4,000.00	296.61	2,281.81	1,718.19	57.05
10-599-7070 RECYCLING REVENUE	3,500.00	492.35	2,566.07	933.93	73.32
10-599-7075 SITE LEASE/LICENSE FEES	26,150.00	2,152.58	15,068.06	11,081.94	57.62
10-599-7086 DONATIONS- ADMINISTRATION	6,000.00	0.00	2,000.00	4,000.00	33.33
10-599-7090 SALE OF CITY ASSETS	20,000.00	0.00	2,271.74	17,728.26	11.36
10-599-7097 INSURANCE PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>493.99</u>	<u>(493.99)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	202,404.00	4,896.72	61,167.54	141,236.46	30.22
<u>TRANSFERS IN</u>					
10-599-8020 TRF IN -WATER FUND	22,050.00	0.00	0.00	22,050.00	0.00
10-599-8040 TRF IN -CRIME CONTROL	4,990.00	0.00	0.00	4,990.00	0.00
10-599-8050 TRF IN -COURT RESTRICTED	8,400.00	0.00	0.00	8,400.00	0.00
10-599-8099 FUND BALANCE RESERVE	<u>301,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>301,500.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	336,940.00	0.00	0.00	336,940.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	5,760,347.00	121,967.05	4,089,772.52	1,670,574.48	71.00
<hr/>					
TOTAL REVENUES	<u>5,760,347.00</u>	<u>121,967.05</u>	<u>4,089,772.52</u>	<u>1,670,574.48</u>	<u>71.00</u>
	=====	=====	=====	=====	=====

10 -GENERAL FUND
 CITY COUNCIL

% OF YEAR COMPLETED: 58.33

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	71.98	228.02	23.99
10-600-2035 COUNCIL/EMPLOYEE APPRECIATI	900.00	0.00	113.90	786.10	12.66
10-600-2037 CITY SPONSORED EVENTS	23,000.00	0.00	13,714.91	9,285.09	59.63
10-600-2040 MEETING SUPPLIES	900.00	65.95	739.55	160.45	82.17
10-600-2080 UNIFORMS	<u>200.00</u>	<u>0.00</u>	<u>61.72</u>	<u>138.28</u>	<u>30.86</u>
TOTAL SUPPLIES	25,300.00	65.95	14,702.06	10,597.94	58.11
<u>SERVICES</u>					
10-600-3018 CITY WIDE CLEAN UP	1,400.00	0.00	0.00	1,400.00	0.00
10-600-3020 ASSOCIATION DUES & PUBS	1,747.00	0.00	600.00	1,147.00	34.34
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>162.04</u>	<u>337.96</u>	<u>32.41</u>
TOTAL SERVICES	5,447.00	0.00	762.04	4,684.96	13.99
<u>CONTRACTUAL</u>					
10-600-4088 ELECTION SERVICES	<u>3,000.00</u>	<u>0.00</u>	<u>155.00</u>	<u>2,845.00</u>	<u>5.17</u>
TOTAL CONTRACTUAL	3,000.00	0.00	155.00	2,845.00	5.17
<u>CAPITAL OUTLAY</u>					
10-600-8015 NON-CAPITAL-COMPUTER EQUIPM	<u>1,500.00</u>	<u>0.00</u>	<u>1,819.83</u>	(<u>319.83</u>)	<u>121.32</u>
TOTAL CAPITAL OUTLAY	1,500.00	0.00	1,819.83	(319.83)	121.32
TOTAL CITY COUNCIL	35,247.00	65.95	17,438.93	17,808.07	49.48

10 -GENERAL FUND
 ADMINISTRATION

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-601-1010 SALARIES	452,800.00	34,830.68	260,029.04	192,770.96	57.43
10-601-1015 OVERTIME	500.00	0.00	52.08	447.92	10.42
10-601-1020 MEDICARE	6,674.00	485.42	3,693.32	2,980.68	55.34
10-601-1025 TWC (SUI)	1,080.00	0.00	864.00	216.00	80.00
10-601-1030 HEALTH INSURANCE	34,320.00	2,860.00	20,020.00	14,300.00	58.33
10-601-1031 HSA	222.00	18.50	114.70	107.30	51.67
10-601-1033 DENTAL INSURANCE	2,771.00	226.41	1,603.27	1,167.73	57.86
10-601-1035 VISION CARE INSURANCE	528.00	43.94	307.58	220.42	58.25
10-601-1036 LIFE INSURANCE	422.00	35.10	245.70	176.30	58.22
10-601-1037 WORKERS' COMP INSURANCE	1,177.00	0.00	584.66	592.34	49.67
10-601-1040 TMRS RETIREMENT	64,208.00	4,933.70	36,842.49	27,365.51	57.38
10-601-1070 SPECIAL ALLOWANCES	<u>6,975.00</u>	<u>536.56</u>	<u>4,024.20</u>	<u>2,950.80</u>	<u>57.69</u>
TOTAL PERSONNEL	571,677.00	43,970.31	328,381.04	243,295.96	57.44
SUPPLIES					
10-601-2020 GENERAL OFFICE SUPPLIES	6,500.00	285.38	4,031.31	2,468.69	62.02
10-601-2025 BENEFITS CITYWIDE	2,000.00	0.00	450.00	1,550.00	22.50
10-601-2030 POSTAGE/METER RENTAL	11,980.00	718.51	6,102.99	5,877.01	50.94
10-601-2035 EMPLOYEE APPRECIATION	3,000.00	0.00	772.17	2,227.83	25.74
10-601-2050 PRINTING & COPYING	1,000.00	363.17	787.03	212.97	78.70
10-601-2060 MED EXAMS/SCREENING/TESTING	1,260.00	0.00	628.83	631.17	49.91
10-601-2070 JANITORIAL SUPPLIES	0.00	0.00	548.73	(548.73)	0.00
10-601-2091 SAFETY SUPPLIES	<u>0.00</u>	<u>1,016.44</u>	<u>1,016.44</u>	<u>(1,016.44)</u>	<u>0.00</u>
TOTAL SUPPLIES	25,740.00	2,383.50	14,337.50	11,402.50	55.70
SERVICES					
10-601-3010 ADVERTISING EXPENSE	4,000.00	723.00	5,468.25	(1,468.25)	136.71
10-601-3012 PROF. SERVICES-ENGINEERS	43,850.00	4,290.34	15,276.92	28,573.08	34.84
10-601-3013 PROFESSIONAL SERVICES	4,450.00	1,500.00	1,500.00	2,950.00	33.71
10-601-3015 PROF. SERVICES-LEGAL	48,000.00	1,310.38	38,915.31	9,084.69	81.07
10-601-3016 CODIFICATION EXPENSE	2,500.00	0.00	5,015.00	(2,515.00)	200.60
10-601-3020 ASSOCIATION DUES & PUBLICAT	4,100.00	0.00	3,432.50	667.50	83.72
10-601-3030 TRAINING/EDUCATION	4,500.00	(320.00)	1,236.00	3,264.00	27.47
10-601-3040 TRAVEL/MILEAGE/LODGING/PERD	4,500.00	(1,010.00)	1,584.41	2,915.59	35.21
10-601-3050 LIABILITY INSURANCE	9,700.00	0.00	12,187.57	(2,487.57)	125.65
10-601-3075 BANK/CREDIT CARD FEES	3,500.00	200.24	1,764.92	1,735.08	50.43
10-601-3085 WEBSITE TECHNOLGY	2,400.00	0.00	2,100.00	300.00	87.50
10-601-3087 CITIZENS COMMUNICATION/EDUC	<u>6,000.00</u>	<u>0.00</u>	<u>3,348.17</u>	<u>2,651.83</u>	<u>55.80</u>
TOTAL SERVICES	137,500.00	6,693.96	91,829.05	45,670.95	66.78
CONTRACTUAL					
10-601-4050 DOCUMENT STORAGE/ARCHIVES	4,000.00	243.00	1,582.50	2,417.50	39.56
10-601-4060 IT SERVICES	39,600.00	3,896.94	28,612.14	10,987.86	72.25
10-601-4075 COMPUTER SOFTWARE/INCODE	15,840.00	5.62	15,628.19	211.81	98.66
10-601-4083 AUDIT SERVICES	16,300.00	0.00	15,250.00	1,050.00	93.56
10-601-4084 BEXAR COUNTY APPRAISAL DIST	15,847.00	0.00	8,178.00	7,669.00	51.61
10-601-4085 BEXAR COUNTY TAX ASSESSOR	3,620.00	0.00	3,543.98	76.02	97.90

10 -GENERAL FUND
ADMINISTRATION

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
10-601-4086 CONTRACT LABOR	<u>500.00</u>	<u>0.00</u>	<u>1,990.25</u>	(<u>1,490.25</u>)	<u>398.05</u>
TOTAL CONTRACTUAL	95,707.00	4,145.56	74,785.06	20,921.94	78.14
<u>MAINTENANCE</u>					
10-601-5005 EQUIPMENT LEASES	3,700.00	142.58	2,426.27	1,273.73	65.57
10-601-5010 EQUIPMENT MAINT & REPAIR	500.00	0.00	301.28	198.72	60.26
10-601-5015 ELECTRONIC EQPT MAINT	500.00	0.00	0.00	500.00	0.00
10-601-5030 BUILDING MAINTENANCE	<u>17,680.00</u>	<u>4,034.81</u>	<u>13,957.91</u>	<u>3,722.09</u>	<u>78.95</u>
TOTAL MAINTENANCE	22,380.00	4,177.39	16,685.46	5,694.54	74.56
<u>UTILITIES</u>					
10-601-7042 UTILITIES - PHONE/CELL/VOIP	<u>17,300.00</u>	<u>1,514.83</u>	<u>12,571.07</u>	<u>4,728.93</u>	<u>72.67</u>
TOTAL UTILITIES	17,300.00	1,514.83	12,571.07	4,728.93	72.67
<u>CAPITAL OUTLAY</u>					
10-601-8015 NON-CAPITAL-COMPUTER	1,500.00	0.00	1,577.01	(77.01)	105.13
10-601-8025 NON-CAPITAL-OFFICE FURNITUR	200.00	0.00	0.00	200.00	0.00
10-601-8080 CAPITAL - IMPROVEMENTS	<u>324,750.00</u>	<u>0.00</u>	<u>26,552.83</u>	<u>298,197.17</u>	<u>8.18</u>
TOTAL CAPITAL OUTLAY	326,450.00	0.00	28,129.84	298,320.16	8.62
<u>INTERFUND TRANSFERS</u>					
10-601-9010 TRANSFERS/CAPITAL REPLACEME	<u>41,837.00</u>	<u>0.00</u>	<u>0.00</u>	<u>41,837.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	41,837.00	0.00	0.00	41,837.00	0.00
TOTAL ADMINISTRATION	1,238,591.00	62,885.55	566,719.02	671,871.98	45.76

10 -GENERAL FUND
 COURT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-602-1010 SALARIES	51,820.00	3,987.20	29,676.40	22,143.60	57.27
10-602-1020 MEDICARE	776.00	59.16	440.40	335.60	56.75
10-602-1025 TWC (SUI)	180.00	0.00	144.00	36.00	80.00
10-602-1036 LIFE INSURANCE	70.00	5.85	40.95	29.05	58.50
10-602-1037 WORKERS' COMP INSURANCE	137.00	0.00	67.19	69.81	49.04
10-602-1040 TMRS RETIREMENT	7,466.00	569.10	4,236.49	3,229.51	56.74
10-602-1070 SPECIAL ALLOWANCES	<u>1,200.00</u>	<u>92.30</u>	<u>692.25</u>	<u>507.75</u>	<u>57.69</u>
TOTAL PERSONNEL	61,649.00	4,713.61	35,297.68	26,351.32	57.26
<u>SUPPLIES</u>					
10-602-2020 OFFICE SUPPLIES	600.00	15.00	293.12	306.88	48.85
10-602-2050 PRINTING & COPYING	<u>1,000.00</u>	<u>0.00</u>	<u>746.95</u>	<u>253.05</u>	<u>74.70</u>
TOTAL SUPPLIES	1,600.00	15.00	1,040.07	559.93	65.00
<u>SERVICES</u>					
10-602-3015 JUDGE/PROSECUTOR	15,600.00	1,300.00	9,100.00	6,500.00	58.33
10-602-3020 ASSOCIATION DUES & PUBS	300.00	0.00	75.00	225.00	25.00
10-602-3030 TRAINING/EDUCATION	1,000.00	(200.00)	400.00	600.00	40.00
10-602-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	0.00	187.16	1,312.84	12.48
10-602-3050 LIABILITY INSURANCE	107.00	0.00	99.72	7.28	93.20
10-602-3070 PROPERTY INSURANCE	54.00	0.00	50.33	3.67	93.20
10-602-3075 BANK/CREDIT CARD FEES	<u>1,600.00</u>	<u>93.27</u>	<u>855.91</u>	<u>744.09</u>	<u>53.49</u>
TOTAL SERVICES	20,161.00	1,193.27	10,768.12	9,392.88	53.41
<u>CONTRACTUAL</u>					
10-602-4075 COMPUTER SOFTWARE/INCODE	<u>4,530.00</u>	<u>0.00</u>	<u>4,432.49</u>	<u>97.51</u>	<u>97.85</u>
TOTAL CONTRACTUAL	4,530.00	0.00	4,432.49	97.51	97.85
<u>UTILITIES</u>					
10-602-7042 UTILITIES - PHONE/CELL/VOIP	<u>1,130.00</u>	<u>151.21</u>	<u>827.50</u>	<u>302.50</u>	<u>73.23</u>
TOTAL UTILITIES	1,130.00	151.21	827.50	302.50	73.23
<u>CAPITAL OUTLAY</u>					
10-602-8015 NON-CAPITAL-COMPUTER	<u>1,900.00</u>	<u>0.00</u>	<u>1,355.84</u>	<u>544.16</u>	<u>71.36</u>
TOTAL CAPITAL OUTLAY	1,900.00	0.00	1,355.84	544.16	71.36
TOTAL COURT	90,970.00	6,073.09	53,721.70	37,248.30	59.05

10 -GENERAL FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-603-1010 SALARIES	200,550.00	16,144.53	97,634.12	102,915.88	48.68
10-603-1015 OVERTIME	3,000.00	147.94	1,783.01	1,216.99	59.43
10-603-1020 MEDICARE	3,320.00	238.63	1,464.17	1,855.83	44.10
10-603-1025 TWC (SUI)	720.00	0.00	633.52	86.48	87.99
10-603-1030 HEALTH INSURANCE	27,456.00	2,288.00	12,870.00	14,586.00	46.88
10-603-1031 HSA	178.00	14.80	83.25	94.75	46.77
10-603-1033 DENTAL INSURANCE	1,536.00	135.06	746.40	789.60	48.59
10-603-1035 VISION CARE INSURANCE	365.00	30.42	167.31	197.69	45.84
10-603-1036 LIFE INSURANCE	281.00	22.43	124.82	156.18	44.42
10-603-1037 WORKERS' COMP INSURANCE	5,249.00	0.00	2,803.88	2,445.12	53.42
10-603-1040 TMRS RETIREMENT	31,935.00	2,364.56	14,474.75	17,460.25	45.33
10-603-1070 SPECIAL ALLOWANCES	<u>7,200.00</u>	<u>657.72</u>	<u>4,344.47</u>	<u>2,855.53</u>	<u>60.34</u>
TOTAL PERSONNEL	281,790.00	22,044.09	137,129.70	144,660.30	48.66
<u>SUPPLIES</u>					
10-603-2020 OFFICE SUPPLIES	1,000.00	52.27	637.45	362.55	63.75
10-603-2050 PRINTING & COPYING	175.00	0.00	23.81	151.19	13.61
10-603-2060 MEDICAL EXAMS/SCREENING/TES	200.00	0.00	324.18 (124.18)	162.09
10-603-2070 JANITORIAL SUPPLIES	2,000.00	103.86	2,560.97 (560.97)	128.05
10-603-2080 UNIFORMS	1,500.00	52.50	750.69	749.31	50.05
10-603-2090 SMALL TOOLS	3,000.00	0.00	2,876.51	123.49	95.88
10-603-2091 SAFETY GEAR	<u>1,000.00</u>	<u>429.96</u>	<u>1,426.33 (</u>	<u>426.33)</u>	<u>142.63</u>
TOTAL SUPPLIES	8,875.00	638.59	8,599.94	275.06	96.90
<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	26,700.00	1,879.54	9,086.50	17,613.50	34.03
10-603-3014 PROF SERV - CH & MONUMENTS	20,000.00	0.00	2,463.63	17,536.37	12.32
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	75.00	225.00	25.00
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD	250.00	0.00	0.00	250.00	0.00
10-603-3050 LIABILITY INSURANCE	3,890.00	0.00	3,625.45	264.55	93.20
10-603-3060 UNIFORM SERVICE	1,500.00	271.77	1,564.72 (64.72)	104.31
10-603-3070 PROPERTY INSURANCE	<u>1,930.00</u>	<u>0.00</u>	<u>1,798.74</u>	<u>131.26</u>	<u>93.20</u>
TOTAL SERVICES	59,870.00	2,151.31	18,614.04	41,255.96	31.09
<u>CONTRACTUAL</u>					
10-603-4075 COMPUTER SOFTWARE	<u>600.00</u>	<u>0.00</u>	<u>199.99</u>	<u>400.01</u>	<u>33.33</u>
TOTAL CONTRACTUAL	600.00	0.00	199.99	400.01	33.33
<u>MAINTENANCE</u>					
10-603-5005 EQUIPMENT LEASES	3,000.00	0.00	0.00	3,000.00	0.00
10-603-5010 EQUIPMENT MAINT & REPAIR	12,000.00	946.96	7,777.75	4,222.25	64.81
10-603-5015 ELECTRONIC EQPT MAINT	0.00	0.00	62.50 (62.50)	0.00
10-603-5020 VEHICLE MAINTENANCE	7,000.00	97.04	494.55	6,505.45	7.07
10-603-5030 BUILDING MAINTENANCE	11,000.00	1,924.95	8,389.59	2,610.41	76.27
10-603-5060 VEHICLE & EQPT FUELS	<u>5,000.00</u>	<u>624.57</u>	<u>4,103.52</u>	<u>896.48</u>	<u>82.07</u>
TOTAL MAINTENANCE	38,000.00	3,593.52	20,827.91	17,172.09	54.81

10 -GENERAL FUND
 PUBLIC WORKS

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-603-6011 CHEMICALS	750.00	153.75	1,166.87 (416.87)	155.58
10-603-6080 STREET MAINTENANCE	75,350.00	0.00	18,235.54	57,114.46	24.20
10-603-6081 SIGN MAINTENANCE	2,000.00	0.00	1,541.57	458.43	77.08
10-603-6083 DRAINAGE MAINT	<u>0.00</u>	<u>123.33</u>	<u>123.33</u> (<u>123.33</u>)	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	78,100.00	277.08	21,067.31	57,032.69	26.97
<u>UTILITIES</u>					
10-603-7040 UTILITIES - ELECTRIC	38,000.00	2,746.36	19,532.48	18,467.52	51.40
10-603-7041 UTILITIES - GAS	1,000.00	27.15	202.68	797.32	20.27
10-603-7042 UTILITIES - PHONE	500.00	37.00	259.00	241.00	51.80
10-603-7044 UTILITIES - WATER	12,000.00	955.76	8,333.04	3,666.96	69.44
10-603-7045 STREET LIGHTS	<u>30,000.00</u>	<u>2,512.76</u>	<u>17,180.52</u>	<u>12,819.48</u>	<u>57.27</u>
TOTAL UTILITIES	81,500.00	6,279.03	45,507.72	35,992.28	55.84
<u>CAPITAL OUTLAY</u>					
10-603-8005 OFFICE FURNITURE	300.00	0.00	0.00	300.00	0.00
10-603-8015 NON-CAPITAL-COMPUTER	<u>1,150.00</u>	<u>0.00</u>	<u>724.83</u>	<u>425.17</u>	<u>63.03</u>
TOTAL CAPITAL OUTLAY	1,450.00	0.00	724.83	725.17	49.99
<u>INTERFUND TRANSFERS</u>					
10-603-9010 TRF TO CAPITAL REPLACEMENT	<u>49,122.00</u>	<u>0.00</u>	<u>0.00</u>	<u>49,122.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	49,122.00	0.00	0.00	49,122.00	0.00
TOTAL PUBLIC WORKS	599,307.00	34,983.62	252,671.44	346,635.56	42.16

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-604-1010 SALARIES	1,103,800.00	82,428.50	599,541.13	504,258.87	54.32
10-604-1015 OVERTIME	35,000.00	3,358.17	21,771.89	13,228.11	62.21
10-604-1020 MEDICARE	16,907.00	1,206.95	8,775.51	8,131.49	51.90
10-604-1025 TWC (SUI)	3,060.00	0.00	2,465.39	594.61	80.57
10-604-1030 HEALTH INSURANCE	116,688.00	9,724.00	65,780.00	50,908.00	56.37
10-604-1031 HSA	755.00	48.10	329.30	425.70	43.62
10-604-1033 DENTAL INSURANCE	6,543.00	568.68	3,781.80	2,761.20	57.80
10-604-1035 VISION CARE INSURANCE	1,542.00	135.20	902.46	639.54	58.53
10-604-1036 LIFE INSURANCE	1,193.00	99.45	672.75	520.25	56.39
10-604-1037 WORKERS' COMP INSURANCE	30,992.00	0.00	10,942.72	20,049.28	35.31
10-604-1040 TMRS RETIREMENT	162,660.00	12,126.08	87,830.64	74,829.36	54.00
10-604-1070 SPECIAL ALLOWANCES	<u>16,520.00</u>	<u>1,138.78</u>	<u>8,298.44</u>	<u>8,221.56</u>	<u>50.23</u>
TOTAL PERSONNEL	1,495,660.00	110,833.91	811,092.03	684,567.97	54.23
SUPPLIES					
10-604-2020 OFFICE SUPPLIES	1,500.00	43.94	533.79	966.21	35.59
10-604-2060 MEDICAL EXAMS/SCREENING/TES	1,000.00	0.00	953.55	46.45	95.36
10-604-2070 JANITORIAL SUPPLIES	2,500.00	313.00	2,238.92	261.08	89.56
10-604-2080 UNIFORMS & ACCESSORIES	<u>7,000.00</u>	<u>0.00</u>	<u>5,619.62</u>	<u>1,380.38</u>	<u>80.28</u>
TOTAL SUPPLIES	12,000.00	356.94	9,345.88	2,654.12	77.88
SERVICES					
10-604-3017 PROFESSIONAL - MEDICAL DIRE	5,400.00	450.00	3,150.00	2,250.00	58.33
10-604-3020 ASSOCIATION DUES & PUBS	8,420.00	0.00	4,182.30	4,237.70	49.67
10-604-3030 TRAINING/EDUCATION	7,000.00	85.00	3,586.05	3,413.95	51.23
10-604-3040 TRAVEL/MILEAGE/LODGING/PERD	4,000.00	69.36	1,924.03	2,075.97	48.10
10-604-3050 LIABILITY INSURANCE	22,000.00	0.00	20,503.82	1,496.18	93.20
10-604-3070 PROPERTY INSURANCE	13,000.00	0.00	12,115.89	884.11	93.20
10-604-3080 SPECIAL SERVICES	10,800.00	460.17	5,419.61	5,380.39	50.18
10-604-3090 COMMUNICATIONS SERVICES	<u>4,668.00</u>	<u>428.81</u>	<u>2,709.17</u>	<u>1,958.83</u>	<u>58.04</u>
TOTAL SERVICES	75,288.00	1,493.34	53,590.87	21,697.13	71.18
CONTRACTUAL					
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>3,900.00</u>	<u>0.00</u>	<u>1,799.91</u>	<u>2,100.09</u>	<u>46.15</u>
TOTAL CONTRACTUAL	9,900.00	0.00	7,631.91	2,268.09	77.09
MAINTENANCE					
10-604-5010 EQUIPMENT MAINT & REPAIR	4,500.00	985.80	1,972.05	2,527.95	43.82
10-604-5020 VEHICLE MAINTENANCE	15,000.00	1,295.52	11,543.82	3,456.18	76.96
10-604-5030 BUILDING MAINTENANCE	7,000.00	2,111.69	4,357.38	2,642.62	62.25
10-604-5060 VEHICLE & EQPT FUELS	<u>10,000.00</u>	<u>559.99</u>	<u>6,173.21</u>	<u>3,826.79</u>	<u>61.73</u>
TOTAL MAINTENANCE	36,500.00	4,953.00	24,046.46	12,453.54	65.88

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-604-6015 ELECTRONIC EQPT MAINT	7,000.00	918.00	4,186.82	2,813.18	59.81
10-604-6030 INVESTIGATIVE SUPPLIES/PROC	1,500.00	0.00	558.09	941.91	37.21
10-604-6040 EMS SUPPLIES	25,340.00	1,761.97	16,938.01	8,401.99	66.84
10-604-6045 FIRE FIGHTING EQPT SUPPLIES	10,000.00	0.00	6,303.45	3,696.55	63.03
10-604-6060 PPE MAINTENANCE	<u>14,100.00</u>	<u>1,010.00</u>	<u>9,994.57</u>	<u>4,105.43</u>	<u>70.88</u>
TOTAL DEPT MATERIALS-SERVICES	57,940.00	3,689.97	37,980.94	19,959.06	65.55
<u>UTILITIES</u>					
10-604-7044 UTILITIES - WATER	<u>1,400.00</u>	<u>136.09</u>	<u>4,026.89</u>	<u>(2,626.89)</u>	<u>287.64</u>
TOTAL UTILITIES	1,400.00	136.09	4,026.89	(2,626.89)	287.64
<u>CAPITAL OUTLAY</u>					
10-604-8015 NON-CAPITAL-COMPUTER EQUIPM	1,900.00	0.00	1,197.85	702.15	63.04
10-604-8040 CAPITAL - PPE EQUIPMENT	2,500.00	0.00	1,413.00	1,087.00	56.52
10-604-8080 CAPITAL - IMPROVEMENT	<u>16,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,000.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	20,400.00	0.00	2,610.85	17,789.15	12.80
<u>INTERFUND TRANSFERS</u>					
10-604-9000 GRANT EXPENDITURES	17,000.00	0.00	4,000.00	13,000.00	23.53
10-604-9010 TRF TO CAPITAL REPLACEMENT	<u>206,623.00</u>	<u>0.00</u>	<u>0.00</u>	<u>206,623.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	223,623.00	0.00	4,000.00	219,623.00	1.79
TOTAL FIRE DEPARTMENT	1,932,711.00	121,463.25	954,325.83	978,385.17	49.38

10 -GENERAL FUND
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-605-1010 SALARIES	1,129,812.00	84,223.49	634,927.97	494,884.03	56.20
10-605-1015 OVERTIME	16,000.00	551.30	21,673.91	(5,673.91)	135.46
10-605-1020 MEDICARE	17,149.00	1,229.04	9,542.22	7,606.78	55.64
10-605-1025 TWC (SUI)	3,420.00	0.00	2,747.64	672.36	80.34
10-605-1030 HEALTH INSURANCE	130,416.00	10,868.00	73,788.00	56,628.00	56.58
10-605-1031 HSA	844.00	66.60	473.60	370.40	56.11
10-605-1033 DENTAL INSURANCE	7,216.00	629.84	4,278.78	2,937.22	59.30
10-605-1035 VISION CARE INSURANCE	1,744.00	148.72	1,010.62	733.38	57.95
10-605-1036 LIFE INSURANCE	1,334.00	111.15	754.65	579.35	56.57
10-605-1037 WORKERS' COMP INSURANCE	28,046.00	0.00	14,658.68	13,387.32	52.27
10-605-1040 TMRS RETIREMENT	164,985.00	12,175.08	94,172.98	70,812.02	57.08
10-605-1070 SPECIAL ALLOWANCES	<u>36,875.00</u>	<u>2,501.92</u>	<u>18,473.94</u>	<u>18,401.06</u>	<u>50.10</u>
TOTAL PERSONNEL	1,537,841.00	112,505.14	876,502.99	661,338.01	57.00
<u>SUPPLIES</u>					
10-605-2020 OFFICE SUPPLIES	3,000.00	73.26	700.13	2,299.87	23.34
10-605-2050 PRINTING & COPYING	1,300.00	0.00	729.91	570.09	56.15
10-605-2060 MEDICAL/SCREENING/TESTING/B	500.00	91.21	452.76	47.24	90.55
10-605-2080 UNIFORMS & ACCESSORIES	<u>27,000.00</u>	<u>5,060.06</u>	<u>23,208.68</u>	<u>3,791.32</u>	<u>85.96</u>
TOTAL SUPPLIES	31,800.00	5,224.53	25,091.48	6,708.52	78.90
<u>SERVICES</u>					
10-605-3020 ASSOCIATION DUES & PUBS	2,869.00	0.00	898.81	1,970.19	31.33
10-605-3030 TRAINING/EDUCATION	3,500.00	0.00	1,164.39	2,335.61	33.27
10-605-3040 TRAVEL/MILEAGE/LODGING/PERD	5,000.00	0.00	1,867.08	3,132.92	37.34
10-605-3050 LIABILITY INSURANCE	17,900.00	0.00	16,682.66	1,217.34	93.20
10-605-3060 UNIFORM MAINTENANCE	6,000.00	346.77	3,168.46	2,831.54	52.81
10-605-3071 PROPERTY INSURANCE	8,400.00	0.00	7,828.73	571.27	93.20
10-605-3072 ANIMAL CONTROL SERVICES	12,500.00	1,000.00	7,500.00	5,000.00	60.00
10-605-3087 CITIZENS COMMUNICATION/ED	400.00	0.00	110.48	289.52	27.62
10-605-3090 COMMUNCIATIONS SERVICES	<u>5,600.00</u>	<u>322.37</u>	<u>2,928.97</u>	<u>2,671.03</u>	<u>52.30</u>
TOTAL SERVICES	62,169.00	1,669.14	42,149.58	20,019.42	67.80
<u>CONTRACTUAL</u>					
10-605-4045 CONTRACT/RADIO FEES COSA	8,000.00	0.00	7,776.00	224.00	97.20
10-605-4075 COMPUTER SOFTWARE/INCODE	<u>15,886.00</u>	<u>0.00</u>	<u>12,234.13</u>	<u>3,651.87</u>	<u>77.01</u>
TOTAL CONTRACTUAL	23,886.00	0.00	20,010.13	3,875.87	83.77
<u>MAINTENANCE</u>					
10-605-5005 EQUIPMENT LEASES	2,000.00	105.53	968.17	1,031.83	48.41
10-605-5010 EQUIPMENT MAINT & REPAIR	3,000.00	140.73	1,281.09	1,718.91	42.70
10-605-5015 ELECTRONIC EQPT MAINT	5,350.00	79.95	4,014.55	1,335.45	75.04
10-605-5020 VEHICLE MAINTENANCE	23,000.00	931.34	18,713.08	4,286.92	81.36
10-605-5060 VEHICLE & EQPT FUELS	<u>30,000.00</u>	<u>2,150.90</u>	<u>19,225.34</u>	<u>10,774.66</u>	<u>64.08</u>
TOTAL MAINTENANCE	63,350.00	3,408.45	44,202.23	19,147.77	69.77

10 -GENERAL FUND
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 58.33

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	169.11	1,810.80	1,189.20	60.36
10-605-6032 POLICE SAFETY SUPPLIES	3,000.00	822.26	1,864.15	1,135.85	62.14
10-605-6035 FIREARMS EQUIPMENT/SUPPLIES	<u>6,500.00</u>	<u>126.13</u>	<u>6,584.26</u>	(<u>84.26</u>)	<u>101.30</u>
TOTAL DEPT MATERIALS-SERVICES	12,500.00	1,117.50	10,259.21	2,240.79	82.07
<u>UTILITIES</u>					
10-605-7042 UTILITES- PHONE	<u>4,400.00</u>	<u>124.32</u>	<u>2,478.67</u>	<u>1,921.33</u>	<u>56.33</u>
TOTAL UTILITIES	4,400.00	124.32	2,478.67	1,921.33	56.33
<u>CAPITAL OUTLAY</u>					
10-605-8015 NON-CAPITAL-COMPUTER EQUIP.	<u>400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>400.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	400.00	0.00	0.00	400.00	0.00
<u>INTERFUND TRANSFERS</u>					
10-605-9000 GRANT EXPENDITURES	<u>43,000.00</u>	<u>500.00</u>	<u>15,699.00</u>	<u>27,301.00</u>	<u>36.51</u>
TOTAL INTERFUND TRANSFERS	43,000.00	500.00	15,699.00	27,301.00	36.51
TOTAL POLICE DEPARTMENT	1,779,346.00	124,549.08	1,036,393.29	742,952.71	58.25

10 -GENERAL FUND
 DEVELOPMENT SERVICES

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SUPPLIES</u>					
10-607-2020 OFFICE SUPPLIES	325.00	0.00	13.42	311.58	4.13
10-607-2050 PRINTING & COPYING	<u>750.00</u>	<u>0.00</u>	<u>67.00</u>	<u>683.00</u>	<u>8.93</u>
TOTAL SUPPLIES	1,075.00	0.00	80.42	994.58	7.48
<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	75,000.00	6,200.00	46,510.25	28,489.75	62.01
10-607-3016 PROF -HEALTH INSPECTOR	2,000.00	0.00	1,200.00	800.00	60.00
10-607-3017 PROF -SANITARY INSPECTION S	2,500.00	50.00	2,560.00 (60.00)	102.40
10-607-3020 ASSOCIATION DUES & PUBS	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL SERVICES	81,600.00	6,250.00	50,270.25	31,329.75	61.61
<u>CONTRACTUAL</u>					
10-607-4075 COMPUTER SOFTWARE/MAINTENAN	<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL CONTRACTUAL	1,500.00	0.00	1,500.00	0.00	100.00
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TOTAL DEVELOPMENT SERVICES	84,175.00	6,250.00	51,850.67	32,324.33	61.60
<hr/>					
TOTAL EXPENDITURES	5,760,347.00	356,270.54	2,933,120.88	2,827,226.12	50.92
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REVENUES OVER/(UNDER) EXPENDITURES	0.00 (234,303.49)	1,156,651.64	(1,156,651.64)	0.00
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CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,123,858.00</u>	<u>80,655.74</u>	<u>564,997.04</u>	<u>558,860.96</u>	<u>50.27</u>
TOTAL REVENUES	<u>1,123,858.00</u>	<u>80,655.74</u>	<u>564,997.04</u>	<u>558,860.96</u>	<u>50.27</u>
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	935,824.00	66,703.55	423,288.01	512,535.99	45.23
DEBT SERVICE	<u>188,034.00</u>	<u>0.00</u>	<u>151,465.46</u>	<u>36,568.54</u>	<u>80.55</u>
TOTAL EXPENDITURES	<u>1,123,858.00</u>	<u>66,703.55</u>	<u>574,753.47</u>	<u>549,104.53</u>	<u>51.14</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	13,952.19	(9,756.43)	9,756.43	0.00

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

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	627,000.00	43,686.50	329,322.75	297,677.25	52.52
20-599-5016 LATE CHARGES	6,000.00 (475.01)	2,463.77	3,536.23	41.06
20-599-5018 DEBT SERVICE	188,317.00	15,783.42	110,212.98	78,104.02	58.53
20-599-5019 WATER SERVICE FEE	58,092.00	4,895.08	34,206.84	23,885.16	58.88
20-599-5036 EAA PASS THRU CHARGE	<u>83,681.00</u>	<u>5,716.00</u>	<u>43,634.50</u>	<u>40,046.50</u>	<u>52.14</u>
TOTAL WATER SALES	963,090.00	69,605.99	519,840.84	443,249.16	53.98
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	12,000.00	85.43	7,308.92	4,691.08	60.91
20-599-7011 OTHER INCOME	0.00	27.67	40.13 (40.13)	0.00
20-599-7012 LEASE OF WATER RIGHTS	10,000.00	7,500.00	7,500.00	2,500.00	75.00
20-599-7028 TCEQ GRANT	46,718.00	0.00	0.00	46,718.00	0.00
20-599-7060 CC SERVICE FEES	1,200.00	128.18	1,067.67	132.33	88.97
20-599-7075 SITE/TOWER LEASE REVENUE	37,200.00	3,094.87	21,653.98	15,546.02	58.21
20-599-7090 SALE OF FIXED ASSETS	<u>0.00</u>	<u>213.60</u>	<u>621.84</u> (<u>621.84)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	107,118.00	11,049.75	38,192.54	68,925.46	35.65
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	<u>53,650.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>46,686.34</u>	<u>12.98</u>
TOTAL TRANSFERS IN	53,650.00	0.00	6,963.66	46,686.34	12.98
<hr/>					
TOTAL NON-DEPARTMENTAL	1,123,858.00	80,655.74	564,997.04	558,860.96	50.27
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TOTAL REVENUES	<u>1,123,858.00</u>	<u>80,655.74</u>	<u>564,997.04</u>	<u>558,860.96</u>	<u>50.27</u>

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
20-606-1010 SALARIES	206,130.00	15,932.99	105,539.34	100,590.66	51.20
20-606-1015 OVERTIME	8,000.00	769.23	6,445.08	1,554.92	80.56
20-606-1020 MEDICARE	2,990.00	243.44	1,644.38	1,345.62	55.00
20-606-1025 TWC (SUI)	720.00	0.00	432.00	288.00	60.00
20-606-1030 HEALTH INSURANCE	27,450.00	2,288.00	14,586.00	12,864.00	53.14
20-606-1031 HSA	170.00	14.80	94.35	75.65	55.50
20-606-1033 DENTAL INSURANCE	1,360.00	120.86	774.92	585.08	56.98
20-606-1035 VISION CARE INSURANCE	330.00	30.42	187.59	142.41	56.85
20-606-1036 LIFE INSURANCE	280.00	22.43	142.36	137.64	50.84
20-606-1037 WORKERS' COMP INSURANCE	6,890.00	0.00	2,382.94	4,507.06	34.59
20-606-1040 TMRS RETIREMENT	28,750.00	2,399.18	16,141.01	12,608.99	56.14
20-606-1070 SPECIAL ALLOWANCES	<u>10,650.00</u>	<u>496.18</u>	<u>3,721.35</u>	<u>6,928.65</u>	<u>34.94</u>
TOTAL PERSONNEL	293,720.00	22,317.53	152,091.32	141,628.68	51.78
SUPPLIES					
20-606-2020 OFFICE SUPPLIES	1,500.00	93.09	859.73	640.27	57.32
20-606-2030 POSTAGE	3,130.00	494.31	2,311.06	818.94	73.84
20-606-2035 EMPLOYEE APPRECIATION	100.00	0.00	22.49	77.51	22.49
20-606-2050 PRINTING & COPYING	600.00	0.00	425.75	174.25	70.96
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	69.75	30.25	69.75
20-606-2075 BANK/CREDITCARD FEES	5,100.00	431.63	5,675.05 (575.05)	111.28
20-606-2080 UNIFORMS	1,200.00	212.49	621.63	578.37	51.80
20-606-2090 SMALL TOOLS	2,000.00	70.62	2,046.31 (46.31)	102.32
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,200.00</u>	<u>0.00</u>	<u>655.61</u>	<u>544.39</u>	<u>54.63</u>
TOTAL SUPPLIES	15,030.00	1,302.14	12,687.38	2,342.62	84.41
SERVICES					
20-606-3012 ENGINEERING SERVICES	10,000.00	42.50	7,746.25	2,253.75	77.46
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	350.00	1,102.00	1,113.00	49.75
20-606-3030 TRAINING/EDUCATION	2,700.00	0.00	1,725.00	975.00	63.89
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	1,324.94	1,448.20	51.80	96.55
20-606-3050 INSURANCE - LIABILITY	4,075.00	0.00	3,797.87	277.13	93.20
20-606-3060 UNIFORM SERVICES	2,500.00	271.76	1,493.41	1,006.59	59.74
20-606-3070 INSURANCE - PROPERTY	1,985.00	0.00	1,850.00	135.00	93.20
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	500.00	19.95	471.00	29.00	94.20
20-606-3082 WATER ANALYSIS FEES	<u>6,500.00</u>	<u>1,700.22</u>	<u>4,387.92</u>	<u>2,112.08</u>	<u>67.51</u>
TOTAL SERVICES	34,075.00	3,709.37	24,021.65	10,053.35	70.50
CONTRACTUAL					
20-606-4075 COMPUTER SOFTWARE/INCODE	9,066.00	170.24	5,500.26	3,565.74	60.67
20-606-4085 EAA -WATER MANAGEMENT FEES	<u>84,084.00</u>	<u>6,586.52</u>	<u>47,365.67</u>	<u>36,718.33</u>	<u>56.33</u>
TOTAL CONTRACTUAL	93,150.00	6,756.76	52,865.93	40,284.07	56.75

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MAINTENANCE					
20-606-5005 EQUIPMENT LEASES	1,500.00	0.00	150.00	1,350.00	10.00
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	0.00	4,192.91	807.09	83.86
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	177.29	322.71	35.46
20-606-5020 VEHICLE MAINTENANCE	3,000.00	269.01	701.40	2,298.60	23.38
20-606-5030 BUILDING MAINTENANCE	2,500.00	0.00	258.43	2,241.57	10.34
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>128.78</u>	<u>2,058.49</u>	<u>1,941.51</u>	<u>51.46</u>
TOTAL MAINTENANCE	16,500.00	397.79	7,538.52	8,961.48	45.69
DEPT MATERIALS-SERVICES					
20-606-6011 CHEMICALS	16,500.00	2,234.23	7,682.68	8,817.32	46.56
20-606-6050 WATER METERS & BOXES	4,500.00	0.00	1,460.20	3,039.80	32.45
20-606-6055 FIRE HYDRANTS & VALVES	7,000.00	0.00	8,940.59 (1,940.59)	127.72
20-606-6060 HUEBNER STORAGE TANK	5,000.00	100.00	10,388.46 (5,388.46)	207.77
20-606-6061 ELEVATED STORAGE TANK- #1 W	4,750.00	0.00	198.75	4,551.25	4.18
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	910.48	389.52	70.04
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	0.00	4,031.83 (3,031.83)	403.18
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	14,974.65	16,745.28 (12,745.28)	418.63
20-606-6067 WELL SITE #7	4,000.00	0.00	3,897.89	102.11	97.45
20-606-6068 WELL SITE #8	4,000.00	0.00	222.89	3,777.11	5.57
20-606-6069 WELL SITE #9-TRINITY	4,000.00	7,212.50	7,775.00 (3,775.00)	194.38
20-606-6070 SCADA SYSTEM MAINTENANCE	7,000.00	1,362.33	6,184.78	815.22	88.35
20-606-6071 SHAVANO DRIVE PUMP STATION	22,500.00	0.00	9,388.78	13,111.22	41.73
20-606-6072 WATER SYSTEM MAINTENANCE	22,500.00	719.35	12,091.35	10,408.65	53.74
20-606-6080 STREET MAINT SUPPLIES	<u>1,500.00</u>	<u>0.00</u>	<u>2,406.00</u> (<u>906.00</u>)	<u>160.40</u>
TOTAL DEPT MATERIALS-SERVICES	112,650.00	26,603.06	92,324.96	20,325.04	81.96
UTILITIES					
20-606-7040 UTILITIES - ELECTRIC	75,000.00	5,231.71	30,086.94	44,913.06	40.12
20-606-7042 UTILITIES - PHONE/CELL	825.00	111.00	777.00	48.00	94.18
20-606-7044 UTILITIES - WATER	<u>300.00</u>	<u>36.49</u>	<u>255.00</u>	<u>45.00</u>	<u>85.00</u>
TOTAL UTILITIES	76,125.00	5,379.20	31,118.94	45,006.06	40.88
CAPITAL OUTLAY					
20-606-8015 NON-CAPITAL - COMPUTERS	750.00	0.00	724.40	25.60	96.59
20-606-8020 NON-CAPITAL MAINTENANCE EQU	1,000.00	237.70	1,077.94 (77.94)	107.79
20-606-8050 CAPITAL - VEHICLES	46,718.00	0.00	0.00	46,718.00	0.00
20-606-8080 WATER SYSTEM IMPROVEMENTS	28,700.00	0.00	23,856.67	4,843.33	83.12
20-606-8087 WATER METER REPLACEMENT	30,150.00	0.00	6,963.66	23,186.34	23.10
20-606-8091 CAPITAL - WELL #1	23,500.00	0.00	0.00	23,500.00	0.00
20-606-8095 CAPITAL - WELL #5	<u>17,686.00</u>	<u>0.00</u>	<u>17,156.50</u>	<u>529.50</u>	<u>97.01</u>
TOTAL CAPITAL OUTLAY	148,504.00	237.70	49,779.17	98,724.83	33.52

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

20 -WATER FUND
 WATER DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<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	124,020.00	0.00	0.00	124,020.00	0.00
20-606-9050 BAD DEBT EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>860.14</u>	(<u>860.14</u>)	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	146,070.00	0.00	860.14	145,209.86	0.59
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TOTAL WATER DEPARTMENT	935,824.00	66,703.55	423,288.01	512,535.99	45.23

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

20 -WATER FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
20-607-8014 2009 GO REFUND - PRINCIPAL	40,073.00	0.00	40,072.50	0.50	100.00
20-607-8015 2009 GO REFUND - INTEREST	801.00	0.00	801.45 (0.45)	100.06
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	0.00	70,000.00	0.00	100.00
20-607-8017 2017 GO REFUNDING (2009) IN	66,400.00	0.00	33,550.00	32,850.00	50.53
20-607-8030 BOND AGENT FEES	200.00	0.00	200.00	0.00	100.00
20-607-8056 2018 GO REFUNDING (2009) PR	3,083.00	0.00	3,082.50	0.50	99.98
20-607-8057 2018 GO REFUNDING (2009) IN	<u>7,477.00</u>	<u>0.00</u>	<u>3,759.01</u>	<u>3,717.99</u>	<u>50.27</u>
TOTAL CAPITAL OUTLAY	188,034.00	0.00	151,465.46	36,568.54	80.55
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TOTAL DEBT SERVICE	188,034.00	0.00	151,465.46	36,568.54	80.55
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TOTAL EXPENDITURES	1,123,858.00	66,703.55	574,753.47	549,104.53	51.14
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	13,952.19 (9,756.43)	9,756.43	0.00
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CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

30 -DEBT SERVICE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>199,351.00</u>	<u>1,135.42</u>	<u>147,369.30</u>	<u>51,981.70</u>	<u>73.92</u>
TOTAL REVENUES	<u>199,351.00</u>	<u>1,135.42</u>	<u>147,369.30</u>	<u>51,981.70</u>	<u>73.92</u>
<u>EXPENDITURE SUMMARY</u>					
DEBT SERVICE	<u>199,351.00</u>	<u>0.00</u>	<u>184,476.54</u>	<u>14,874.46</u>	<u>92.54</u>
TOTAL EXPENDITURES	<u>199,351.00</u>	<u>0.00</u>	<u>184,476.54</u>	<u>14,874.46</u>	<u>92.54</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,135.42	(37,107.24)	37,107.24	0.00

30 -DEBT SERVICE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
30-599-1010 CURRENT ADVALOREM TAXES	121,603.00	917.04	143,128.37 (21,525.37)	117.70
30-599-1020 DELINQUENT ADVALOREM TAXES	0.00	86.05	1,990.92 (1,990.92)	0.00
30-599-1030 PENALTY & INTEREST	<u>0.00</u>	<u>69.39</u>	<u>519.67</u> (<u>519.67)</u>	<u>0.00</u>
TOTAL TAXES	121,603.00	1,072.48	145,638.96 (24,035.96)	119.77
<u>TRANSFERS IN</u>					
30-599-8010 INTEREST INCOME	0.00	62.94	1,730.34 (1,730.34)	0.00
30-599-8030 FUND BALANCE - TRANSFER IN	<u>77,748.00</u>	<u>0.00</u>	<u>0.00</u>	<u>77,748.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	77,748.00	62.94	1,730.34	76,017.66	2.23
TOTAL NON-DEPARTMENTAL	199,351.00	1,135.42	147,369.30	51,981.70	73.92
TOTAL REVENUES	<u>199,351.00</u>	<u>1,135.42</u>	<u>147,369.30</u>	<u>51,981.70</u>	<u>73.92</u>

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

30 -DEBT SERVICE FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
30-607-8050 2009 GO REFUNDING-PRINCIPAL	154,928.00	0.00	154,927.50	0.50	100.00
30-607-8052 2009 GO REFUNDING-INTEREST	3,099.00	0.00	3,098.55	0.45	99.99
30-607-8054 BOND AGENT FEES	500.00	0.00	0.00	500.00	0.00
30-607-8056 2018 GO REFUNDING (2009) PR	11,918.00	0.00	11,917.50	0.50	100.00
30-607-8057 2018 GO REFUNDING (2009) IN	<u>28,906.00</u>	<u>0.00</u>	<u>14,532.99</u>	<u>14,373.01</u>	<u>50.28</u>
TOTAL CAPITAL OUTLAY	199,351.00	0.00	184,476.54	14,874.46	92.54
<hr/>					
TOTAL DEBT SERVICE	199,351.00	0.00	184,476.54	14,874.46	92.54
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TOTAL EXPENDITURES	199,351.00	0.00	184,476.54	14,874.46	92.54
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,135.42	(37,107.24)	37,107.24	0.00

40 -CRIME CONTROL DISTRICT
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>123,750.00</u>	<u>7,973.22</u>	<u>76,397.02</u>	<u>47,352.98</u>	<u>61.73</u>
TOTAL REVENUES	<u>123,750.00</u>	<u>7,973.22</u>	<u>76,397.02</u>	<u>47,352.98</u>	<u>61.73</u>
<u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	6,525.00	0.00	624.00	5,901.00	9.56
POLICE DEPARTMENT	<u>92,380.00</u>	<u>12,967.36</u>	<u>46,755.36</u>	<u>45,624.64</u>	<u>50.61</u>
TOTAL EXPENDITURES	<u>98,905.00</u>	<u>12,967.36</u>	<u>47,379.36</u>	<u>51,525.64</u>	<u>47.90</u>
REVENUES OVER/ (UNDER) EXPENDITURES	24,845.00 (4,994.14)	29,017.66 (4,172.66)	116.79

40 -CRIME CONTROL DISTRICT
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
40-599-1050 SALES - CRIME CONTROL DIST	<u>116,250.00</u>	<u>7,918.44</u>	<u>72,882.67</u>	<u>43,367.33</u>	<u>62.69</u>
TOTAL TAXES	116,250.00	7,918.44	72,882.67	43,367.33	62.69
<u>MISC./GRANTS/INTEREST</u>					
<u>TRANSFERS IN</u>					
40-599-8005 INTEREST INCOME	<u>7,500.00</u>	<u>54.78</u>	<u>3,514.35</u>	<u>3,985.65</u>	<u>46.86</u>
TOTAL TRANSFERS IN	7,500.00	54.78	3,514.35	3,985.65	46.86
TOTAL NON-DEPARTMENTAL	123,750.00	7,973.22	76,397.02	47,352.98	61.73
TOTAL REVENUES	<u>123,750.00</u>	<u>7,973.22</u>	<u>76,397.02</u>	<u>47,352.98</u>	<u>61.73</u>

40 -CRIME CONTROL DISTRICT
 FIRE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
40-604-3030 TRAINING/EDUCATION	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
<u>CAPITAL OUTLAY</u>					
40-604-8010 ELECTRONIC EQUIPMENT	900.00	0.00	0.00	900.00	0.00
40-604-8012 NON-CAPITAL - FIREARMS/TASE	625.00	0.00	624.00	1.00	99.84
TOTAL CAPITAL OUTLAY	1,525.00	0.00	624.00	901.00	40.92
<u>INTERFUND TRANSFERS</u>					
TOTAL FIRE DEPARTMENT	6,525.00	0.00	624.00	5,901.00	9.56

40 -CRIME CONTROL DISTRICT
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
40-605-3030 TRAINING/EDUCATION	6,400.00	72.00	179.84	6,220.16	2.81
40-605-3087 CITIZENS COMMUNICATION/EDUC	<u>9,000.00</u>	<u>3,679.95</u>	<u>6,093.03</u>	<u>2,906.97</u>	<u>67.70</u>
TOTAL SERVICES	15,400.00	3,751.95	6,272.87	9,127.13	40.73
<u>CONTRACTUAL</u>					
40-605-4075 COMPUTER SOFTWARE	<u>4,750.00</u>	<u>0.00</u>	<u>4,567.50</u>	<u>182.50</u>	<u>96.16</u>
TOTAL CONTRACTUAL	4,750.00	0.00	4,567.50	182.50	96.16
<u>CAPITAL OUTLAY</u>					
40-605-8010 ELECTRONIC EQUIPMENT PURCHA	17,900.00	7,395.41	7,395.41	10,504.59	41.32
40-605-8012 NON CAPITAL - FIRE ARMS/TAS	8,640.00	0.00	0.00	8,640.00	0.00
40-605-8015 NON-CAPITAL - COMPUTER EQUI	1,900.00	0.00	1,851.26	48.74	97.43
40-605-8018 NON-CAPITAL BUILDING	2,300.00	0.00	466.32	1,833.68	20.27
40-605-8030 POLICE EQUIPMENT PURCHASE	<u>36,500.00</u>	<u>1,820.00</u>	<u>26,202.00</u>	<u>10,298.00</u>	<u>71.79</u>
TOTAL CAPITAL OUTLAY	67,240.00	9,215.41	35,914.99	31,325.01	53.41
<u>INTERFUND TRANSFERS</u>					
40-605-9011 TRANSFER TO - GENERAL FUND	<u>4,990.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,990.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	4,990.00	0.00	0.00	4,990.00	0.00
TOTAL POLICE DEPARTMENT	92,380.00	12,967.36	46,755.36	45,624.64	50.61
TOTAL EXPENDITURES	98,905.00	12,967.36	47,379.36	51,525.64	47.90
REVENUES OVER/(UNDER) EXPENDITURES	24,845.00	(4,994.14)	29,017.66	(4,172.66)	116.79

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

42 -PEG FUNDS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>19,300.00</u>	<u>837.39</u>	<u>9,780.67</u>	<u>9,519.33</u>	<u>50.68</u>
TOTAL REVENUES	<u>19,300.00</u>	<u>837.39</u>	<u>9,780.67</u>	<u>9,519.33</u>	<u>50.68</u>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>19,300.00</u>	<u>0.00</u>	<u>826.88</u>	<u>18,473.12</u>	<u>4.28</u>
TOTAL EXPENDITURES	<u>19,300.00</u>	<u>0.00</u>	<u>826.88</u>	<u>18,473.12</u>	<u>4.28</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	837.39	8,953.79 (8,953.79)	0.00

42 - PEG FUNDS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>FRANCHISE REVENUES</u>					
42-599-2024 FRANCHISE - PEG FEES	<u>16,000.00</u>	<u>827.57</u>	<u>9,156.54</u>	<u>6,843.46</u>	<u>57.23</u>
TOTAL FRANCHISE REVENUES	16,000.00	827.57	9,156.54	6,843.46	57.23
<u>MISC./GRANTS/INTEREST</u>					
42-599-7000 INTEREST	<u>1,200.00</u>	<u>9.82</u>	<u>624.13</u>	<u>575.87</u>	<u>52.01</u>
TOTAL MISC./GRANTS/INTEREST	1,200.00	9.82	624.13	575.87	52.01
<u>TRANSFERS IN</u>					
42-599-8099 FUND BALANCE RESERVE	<u>2,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,100.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	2,100.00	0.00	0.00	2,100.00	0.00
TOTAL NON-DEPARTMENTAL	19,300.00	837.39	9,780.67	9,519.33	50.68
TOTAL REVENUES	<u>19,300.00</u>	<u>837.39</u>	<u>9,780.67</u>	<u>9,519.33</u>	<u>50.68</u>
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CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

42 -PEG FUNDS
 ADMINISTRATION

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
42-601-8030 CAPITAL-ELECTRONIC EQUIPMEN	19,300.00	0.00	826.88	18,473.12	4.28
TOTAL CAPITAL OUTLAY	19,300.00	0.00	826.88	18,473.12	4.28
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TOTAL ADMINISTRATION	19,300.00	0.00	826.88	18,473.12	4.28
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TOTAL EXPENDITURES	19,300.00	0.00	826.88	18,473.12	4.28
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	837.39	8,953.79	(8,953.79)	0.00
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CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

45 -OAK WILT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>11,000.00</u>	<u>0.00</u>	<u>4,225.00</u>	<u>6,775.00</u>	<u>38.41</u>
TOTAL REVENUES	<u>11,000.00</u>	<u>0.00</u>	<u>4,225.00</u>	<u>6,775.00</u>	<u>38.41</u>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	10,500.00	0.00	4,225.00	6,275.00	40.24

45 -OAK WILT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>PERMITS & LICENSES</u>					
45-599-3015 TREE TRIMMING PERMITS	11,000.00	0.00	4,225.00	6,775.00	38.41
TOTAL PERMITS & LICENSES	11,000.00	0.00	4,225.00	6,775.00	38.41
<u>MISC./GRANTS/INTEREST</u>					
<u>TRANSFERS IN</u>					
TOTAL NON-DEPARTMENTAL	11,000.00	0.00	4,225.00	6,775.00	38.41
TOTAL REVENUES	11,000.00	0.00	4,225.00	6,775.00	38.41

45 -OAK WILT FUND
 ADMINISTRATION

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
45-601-3087 CITIZENS COMMUNICATION/EDUC	500.00	0.00	0.00	500.00	0.00
TOTAL SERVICES	500.00	0.00	0.00	500.00	0.00
<u>DEPT MATERIALS-SERVICES</u>					
TOTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES	500.00	0.00	0.00	500.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	10,500.00	0.00	4,225.00	6,275.00	40.24

48 -STREET MAINTENANCE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>116,250.00</u>	<u>7,907.21</u>	<u>73,861.69</u>	<u>42,388.31</u>	<u>63.54</u>
TOTAL REVENUES	<u>116,250.00</u>	<u>7,907.21</u>	<u>73,861.69</u>	<u>42,388.31</u>	<u>63.54</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	66,250.00	7,907.21	73,861.69 (7,611.69)	111.49

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

48 -STREET MAINTENANCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
48-599-1040 SALES - STREET MAINTENANCE	<u>116,250.00</u>	<u>7,907.21</u>	<u>73,861.69</u>	<u>42,388.31</u>	<u>63.54</u>
TOTAL TAXES	116,250.00	7,907.21	73,861.69	42,388.31	63.54
TOTAL NON-DEPARTMENTAL	116,250.00	7,907.21	73,861.69	42,388.31	63.54
TOTAL REVENUES	<u>116,250.00</u>	<u>7,907.21</u>	<u>73,861.69</u>	<u>42,388.31</u>	<u>63.54</u>

48 -STREET MAINTENANCE FUND
 PUBLIC WORKS

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
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
<hr/>					
TOTAL EXPENDITURES	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>66,250.00</u>	<u>7,907.21</u>	<u>73,861.69</u>	<u>(7,611.69)</u>	<u>111.49</u>

50 -COURT RESTRICTED FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>58,400.00</u>	<u>274.90</u>	<u>4,836.83</u>	<u>53,563.17</u>	<u>8.28</u>
TOTAL REVENUES	<u>58,400.00</u>	<u>274.90</u>	<u>4,836.83</u>	<u>53,563.17</u>	<u>8.28</u>
<u>EXPENDITURE SUMMARY</u>					
OPERATING EXPENSES	<u>58,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,400.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>58,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,400.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	274.90	4,836.83 (4,836.83)	0.00

50 -COURT RESTRICTED FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>COURT FEES</u>					
50-599-4022 COURT EFFICIENCY REVENUE	100.00	2.50	44.70	55.30	44.70
50-599-4023 COURT SECURITY REVENUE	3,200.00	107.42	1,936.86	1,263.14	60.53
50-599-4024 TRUANCY PREVENTION FUND	0.00	42.38	531.42 (531.42)	0.00
50-599-4025 COURT TECHNOLOGY REVENUE	4,200.00	121.75	2,313.22	1,886.78	55.08
50-599-4026 JURY FUND	<u>0.00</u>	<u>0.85</u>	<u>10.63</u> (<u>10.63)</u>	<u>0.00</u>
TOTAL COURT FEES	7,500.00	274.90	4,836.83	2,663.17	64.49
<u>TRANSFERS IN</u>					
50-599-8099 FUND BALANCE RESERVE	<u>50,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,900.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	50,900.00	0.00	0.00	50,900.00	0.00
TOTAL NON-DEPARTMENTAL	58,400.00	274.90	4,836.83	53,563.17	8.28
TOTAL REVENUES	58,400.00	274.90	4,836.83	53,563.17	8.28
	=====	=====	=====	=====	=====

50 -COURT RESTRICTED FUND
 OPERATING EXPENSES

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
<u>MAINTENANCE</u>					
<u>CAPITAL OUTLAY</u>					
50-602-8080 CAPITAL IMPROVEMENTS	50,000.00	0.00	0.00	50,000.00	0.00
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	8,400.00	0.00	0.00	8,400.00	0.00
TOTAL INTERFUND TRANSFERS	8,400.00	0.00	0.00	8,400.00	0.00
TOTAL OPERATING EXPENSES	58,400.00	0.00	0.00	58,400.00	0.00
TOTAL EXPENDITURES	58,400.00	0.00	0.00	58,400.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	274.90	4,836.83	(4,836.83)	0.00

52 -CHILD SAFETY FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON DEPARTMENTAL	<u>5,000.00</u>	<u>376.64</u>	<u>2,199.89</u>	<u>2,800.11</u>	<u>44.00</u>
TOTAL REVENUES	<u>5,000.00</u>	<u>376.64</u>	<u>2,199.89</u>	<u>2,800.11</u>	<u>44.00</u>
<u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	2,000.00	0.00	607.36	1,392.64	30.37
POLICE DEPARTMENT	<u>3,000.00</u>	<u>0.00</u>	<u>1,187.02</u>	<u>1,812.98</u>	<u>39.57</u>
TOTAL EXPENDITURES	<u>5,000.00</u>	<u>0.00</u>	<u>1,794.38</u>	<u>3,205.62</u>	<u>35.89</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	376.64	405.51 (405.51)	0.00

52 -CHILD SAFETY FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON DEPARTMENTAL</u>					
<u>MISC./GRANTS/INTEREST</u>					
52-599-7010 SCHOOL CROSSING GUARD FUNDS	<u>4,000.00</u>	<u>376.64</u>	<u>2,199.89</u>	<u>1,800.11</u>	<u>55.00</u>
TOTAL MISC./GRANTS/INTEREST	4,000.00	376.64	2,199.89	1,800.11	55.00
<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
TOTAL NON DEPARTMENTAL	5,000.00	376.64	2,199.89	2,800.11	44.00
TOTAL REVENUES	<u>5,000.00</u>	<u>376.64</u>	<u>2,199.89</u>	<u>2,800.11</u>	<u>44.00</u>

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

52 -CHILD SAFETY FUND
 FIRE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
52-604-3087 CITIZENS COMMUNICATION/EDUC	2,000.00	0.00	607.36	1,392.64	30.37
TOTAL SERVICES	2,000.00	0.00	607.36	1,392.64	30.37
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TOTAL FIRE DEPARTMENT	2,000.00	0.00	607.36	1,392.64	30.37

52 -CHILD SAFETY FUND
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
52-605-3087 CITIZENS COMMUNICATION/EDUC	3,000.00	0.00	1,187.02	1,812.98	39.57
TOTAL SERVICES	3,000.00	0.00	1,187.02	1,812.98	39.57
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TOTAL POLICE DEPARTMENT	3,000.00	0.00	1,187.02	1,812.98	39.57
<hr/>					
TOTAL EXPENDITURES	5,000.00	0.00	1,794.38	3,205.62	35.89
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	376.64	405.51	(405.51)	0.00
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CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

53 -LEOSE
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,550.00</u>	<u>0.00</u>	<u>1,630.07</u>	(<u>80.07</u>)	<u>105.17</u>
TOTAL REVENUES	<u>1,550.00</u>	<u>0.00</u>	<u>1,630.07</u>	(<u>80.07</u>)	<u>105.17</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
POLICE DEPARTMENT	<u>1,550.00</u>	<u>70.00</u>	<u>1,255.00</u>	<u>295.00</u>	<u>80.97</u>
TOTAL EXPENDITURES	<u>1,550.00</u>	<u>70.00</u>	<u>1,255.00</u>	<u>295.00</u>	<u>80.97</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(70.00)	375.07	(375.07)	0.00

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

53 -LEOSE
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>POLICE/FIRE REVENUES</u>					
53-599-6020 LEOSE FUNDS	<u>1,550.00</u>	<u>0.00</u>	<u>1,630.07</u>	(<u>80.07</u>)	<u>105.17</u>
TOTAL POLICE/FIRE REVENUES	1,550.00	0.00	1,630.07	(80.07)	105.17
<u>TRANSFERS IN</u>					
TOTAL NON-DEPARTMENTAL	1,550.00	0.00	1,630.07	(80.07)	105.17
TOTAL REVENUES	<u>1,550.00</u>	<u>0.00</u>	<u>1,630.07</u>	(<u>80.07</u>)	<u>105.17</u>

53 -LEOSE
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SERVICES</u>					
53-605-3030 TRAINING/EDUCATION	<u>1,550.00</u>	<u>70.00</u>	<u>1,255.00</u>	<u>295.00</u>	<u>80.97</u>
TOTAL SERVICES	1,550.00	70.00	1,255.00	295.00	80.97
<hr/>					
TOTAL POLICE DEPARTMENT	1,550.00	70.00	1,255.00	295.00	80.97
<hr/>					
TOTAL EXPENDITURES	<u>1,550.00</u>	<u>70.00</u>	<u>1,255.00</u>	<u>295.00</u>	<u>80.97</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>(70.00)</u>	<u>375.07</u>	<u>(375.07)</u>	<u>0.00</u>

70 -CAPITAL REPLACEMENT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
OTHER SOURCES	<u>1,191,218.00</u>	<u>209.46</u>	<u>14,343.86</u>	<u>1,176,874.14</u>	<u>1.20</u>
TOTAL REVENUES	<u>1,191,218.00</u>	<u>209.46</u>	<u>14,343.86</u>	<u>1,176,874.14</u>	<u>1.20</u>
<u>EXPENDITURE SUMMARY</u>					
COUNCIL	30,000.00	0.00	23,468.63	6,531.37	78.23
ADMIN	339,000.00	10,941.64	34,155.10	304,844.90	10.08
PUBLIC WORKS	814,218.00	7,043.70	123,944.71	690,273.29	15.22
FIRE	<u>8,000.00</u>	<u>7,470.00</u>	<u>7,470.00</u>	<u>530.00</u>	<u>93.38</u>
TOTAL EXPENDITURES	<u>1,191,218.00</u>	<u>25,455.34</u>	<u>189,038.44</u>	<u>1,002,179.56</u>	<u>15.87</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	(25,245.88)	(174,694.58)	174,694.58	0.00

70 -CAPITAL REPLACEMENT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>OTHER SOURCES</u>					
<u>MISC./GRANTS/INTEREST</u>					
70-599-7028 TCEQ GRANT	28,030.00	0.00	0.00	28,030.00	0.00
TOTAL MISC./GRANTS/INTEREST	28,030.00	0.00	0.00	28,030.00	0.00
<u>TRANSFERS IN</u>					
70-599-8010 INTEREST INCOME	35,000.00	209.46	14,343.86	20,656.14	40.98
70-599-8020 TRF IN - GENERAL FUND	297,582.00	0.00	0.00	297,582.00	0.00
70-599-8099 FUND BALANCE RESERVE	830,606.00	0.00	0.00	830,606.00	0.00
TOTAL TRANSFERS IN	1,163,188.00	209.46	14,343.86	1,148,844.14	1.23
TOTAL OTHER SOURCES	1,191,218.00	209.46	14,343.86	1,176,874.14	1.20
TOTAL REVENUES	1,191,218.00	209.46	14,343.86	1,176,874.14	1.20

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

70 -CAPITAL REPLACEMENT FUND
 COUNCIL

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>					
70-600-4030 HIKE AND BIKE TRAILS	<u>30,000.00</u>	<u>0.00</u>	<u>23,468.63</u>	<u>6,531.37</u>	<u>78.23</u>
TOTAL CONTRACTUAL	30,000.00	0.00	23,468.63	6,531.37	78.23
<hr/>					
TOTAL COUNCIL	30,000.00	0.00	23,468.63	6,531.37	78.23

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

70 -CAPITAL REPLACEMENT FUND
 ADMIN

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
70-601-8015 COMPUTER EQUIPMENT	6,000.00	92.00	4,259.71	1,740.29	71.00
70-601-8080 CAPITAL IMPROVEMENTS	275,000.00	10,849.64	17,547.39	257,452.61	6.38
70-601-8081 CAPITAL - BUILDING	<u>58,000.00</u>	<u>0.00</u>	<u>12,348.00</u>	<u>45,652.00</u>	<u>21.29</u>
TOTAL CAPITAL OUTLAY	339,000.00	10,941.64	34,155.10	304,844.90	10.08
<u>INTERFUND TRANSFERS</u>					
TOTAL ADMIN	339,000.00	10,941.64	34,155.10	304,844.90	10.08

70 -CAPITAL REPLACEMENT FUND
 PUBLIC WORKS

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
70-603-8050 CAPITAL - VEHICLES	46,718.00	0.00	0.00	46,718.00	0.00
70-603-8060 CAPITAL - EQUIPMENT	39,500.00	0.00	37,893.46	1,606.54	95.93
70-603-8080 CAPITAL-IMPROVEMENT PROJECT	<u>728,000.00</u>	<u>7,043.70</u>	<u>86,051.25</u>	<u>641,948.75</u>	<u>11.82</u>
TOTAL CAPITAL OUTLAY	814,218.00	7,043.70	123,944.71	690,273.29	15.22
<u>INTERFUND TRANSFERS</u>					
TOTAL PUBLIC WORKS	814,218.00	7,043.70	123,944.71	690,273.29	15.22

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2020

70 -CAPITAL REPLACEMENT FUND
 FIRE

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
70-604-8040 CAPITAL - PPE EQUIPMENT	8,000.00	7,470.00	7,470.00	530.00	93.38
TOTAL CAPITAL OUTLAY	8,000.00	7,470.00	7,470.00	530.00	93.38
<u>INTERFUND TRANSFEERS</u>					
TOTAL FIRE	8,000.00	7,470.00	7,470.00	530.00	93.38

70 -CAPITAL REPLACEMENT FUND
 POLICE

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>					
<u>INTERFUND TRANSFERS</u>					
TOTAL EXPENDITURES	1,191,218.00	25,455.34	189,038.44	1,002,179.56	15.87
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	(25,245.88)	(174,694.58)	174,694.58	0.00

72 -WATER CAPITAL REPLACEMENT
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>124,020.00</u>	<u>0.00</u>	<u>0.00</u>	<u>124,020.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>124,020.00</u>	<u>0.00</u>	<u>0.00</u>	<u>124,020.00</u>	<u>0.00</u>
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	<u>53,650.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>46,686.34</u>	<u>12.98</u>
TOTAL EXPENDITURES	<u>53,650.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>46,686.34</u>	<u>12.98</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>70,370.00</u>	<u>0.00</u>	<u>(6,963.66)</u>	<u>77,333.66</u>	<u>9.90-</u>
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	<u>70,370.00</u>	<u>0.00</u>	<u>(6,963.66)</u>	<u>77,333.66</u>	<u>9.90-</u>

72 -WATER CAPITAL REPLACEMENT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>TRANSFERS IN</u>					
72-599-8020 TRANSFER FROM WATER FUND	<u>124,020.00</u>	<u>0.00</u>	<u>0.00</u>	<u>124,020.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	124,020.00	0.00	0.00	124,020.00	0.00
TOTAL NON-DEPARTMENTAL	124,020.00	0.00	0.00	124,020.00	0.00
TOTAL REVENUES	<u>124,020.00</u>	<u>0.00</u>	<u>0.00</u>	<u>124,020.00</u>	<u>0.00</u>

72 -WATER CAPITAL REPLACEMENT
 WATER DEPARTMENT

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL</u>	_____	_____	_____	_____	_____
<u>CAPITAL OUTLAY</u>	_____	_____	_____	_____	_____
<u>INTERFUND TRANSFERS</u>					
72-606-9020 TRANSFER TO WATER UTILITY	<u>53,650.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>46,686.34</u>	<u>12.98</u>
TOTAL INTERFUND TRANSFERS	53,650.00	0.00	6,963.66	46,686.34	12.98
TOTAL WATER DEPARTMENT	53,650.00	0.00	6,963.66	46,686.34	12.98
TOTAL EXPENDITURES	<u>53,650.00</u>	<u>0.00</u>	<u>6,963.66</u>	<u>46,686.34</u>	<u>12.98</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>70,370.00</u>	<u>0.00</u>	<u>(6,963.66)</u>	<u>77,333.66</u>	<u>9.90-</u>
<u>OTHER FINANCING SOURCES</u>	_____	_____	_____	_____	_____
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER USES	<u>70,370.00</u>	<u>0.00</u>	<u>(6,963.66)</u>	<u>77,333.66</u>	<u>9.90-</u>

75 -PET DOC & RESCUE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ADMINISTRATION	<u>2,326.00</u>	<u>0.21</u>	<u>13.87</u>	<u>2,312.13</u>	<u>0.60</u>
TOTAL REVENUES	<u>2,326.00</u>	<u>0.21</u>	<u>13.87</u>	<u>2,312.13</u>	<u>0.60</u>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>2,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,326.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,326.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.21	13.87 (13.87)	0.00

75 -PET DOC & RESCUE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>ADMINISTRATION</u>					
<u>MISC./GRANTS/INTEREST</u>					
75-599-7000 INTEREST INCOME	<u>0.00</u>	<u>0.21</u>	<u>13.87</u>	(<u>13.87</u>)	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	0.00	0.21	13.87	(13.87)	0.00
<u>TRANSFERS IN</u>					
75-599-8099 FUND BALANCE RESERVE	<u>2,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,326.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	2,326.00	0.00	0.00	2,326.00	0.00
TOTAL ADMINISTRATION	2,326.00	0.21	13.87	2,312.13	0.60
TOTAL REVENUES	<u>2,326.00</u>	<u>0.21</u>	<u>13.87</u>	<u>2,312.13</u>	<u>0.60</u>

75 -PET DOC & RESCUE FUND
 ADMINISTRATION

% OF YEAR COMPLETED: 58.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
75-607-1010 EXPENSES	<u>2,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,326.00</u>	<u>0.00</u>
TOTAL PERSONNEL	2,326.00	0.00	0.00	2,326.00	0.00
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TOTAL ADMINISTRATION	2,326.00	0.00	0.00	2,326.00	0.00
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TOTAL EXPENDITURES	<u>2,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,326.00</u>	<u>0.00</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>0.21</u>	<u>13.87</u> (<u>13.87)</u>	<u>0.00</u>

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/01/20	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	12,582.97
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,629.97
4/01/20	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	85,929.53
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	242.71
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	29.58
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	118.16
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	639.58
4/01/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	599.93
4/01/20	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	746.82
4/01/20	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	120.92
4/01/20	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	6,449.38
4/01/20	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	120.93
4/02/20	CIVIL SYSTEMS INC	MARCH 01 THRU MARCH 15	GENERAL FUND	NON-DEPARTMENTAL	11.50-
4/02/20	CIVIL SYSTEMS INC	CONTRACTOR REGISTRATION	GENERAL FUND	NON-DEPARTMENTAL	23.00-
4/02/20	LINEBARGER, GOGGAN, BLAIR & SAMPSON, L	COURT COLLECTIONS	GENERAL FUND	NON-DEPARTMENTAL	1,253.73
4/02/20	J&M PRINTING INC.	ELECTION SIGN ORDINANCE	GENERAL FUND	CITY COUNCIL	90.00
4/02/20	J&M PRINTING INC.	COVID CLOSURE SIGN	GENERAL FUND	CITY COUNCIL	51.00
4/02/20	AMAZON.COM SERVICES INC	LAPTOP CASES	GENERAL FUND	CITY COUNCIL	26.98
4/02/20	DRAGO INVESTMENTS LTD	NAME PLATE	GENERAL FUND	CITY COUNCIL	11.00
4/02/20	DRAGO INVESTMENTS LTD	NAMEPLATES	GENERAL FUND	CITY COUNCIL	24.00
4/02/20	TIME WARNER CABLE	CABLE / TV	GENERAL FUND	CITY ADMINISTRATION	92.42
4/02/20	TIME WARNER CABLE	INTERNET / PHONE	GENERAL FUND	CITY ADMINISTRATION	1,283.79
4/02/20	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
4/02/20	MUNICIPAL CODE CORPORATION	SUPPLEMENT 18	GENERAL FUND	CITY ADMINISTRATION	3,865.00
4/02/20	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
4/02/20	CLEAN SCAPES, LP	MONTHLY LANDSCAPE MAINT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	552.58
4/02/20	AT&T MOBILITY	FIRSTNET PHONES	GENERAL FUND	FIRE DEPARTMENT	8.32
4/02/20	CARROT-TOP INDUSTRIES	FLAG POLE LIGHT	GENERAL FUND	FIRE DEPARTMENT	102.57
4/02/20	METRO FIRE APARATUS SPECIALISTS INC.	GEAR	GENERAL FUND	FIRE DEPARTMENT	4,810.00
4/02/20	METRO FIRE APARATUS SPECIALISTS INC.	FIREFIGHTING HANDLINE NOZZ	GENERAL FUND	FIRE DEPARTMENT	3,649.00
4/02/20	TEXAS COMMISSION ON FIRE PROTECTION	CERT FEE	GENERAL FUND	FIRE DEPARTMENT	85.00
4/02/20	ZOLL MEDICAL CORPORATION	AED PADS	GENERAL FUND	FIRE DEPARTMENT	812.92
4/02/20	SOUTHWEST PUBLIC SAFETY	SPOTLIGHT REPAIR	GENERAL FUND	POLICE DEPARTMENT	22.50
4/02/20	AMAZON.COM SERVICES INC	DUTY GEAR	GENERAL FUND	POLICE DEPARTMENT	76.95
4/02/20	AMAZON.COM SERVICES INC	REPAIRS TO JET PACK	GENERAL FUND	POLICE DEPARTMENT	19.98
4/02/20	DRAGO INVESTMENTS LTD	EMPLOYEE OF THE MONTH	GENERAL FUND	POLICE DEPARTMENT	77.95
4/02/20	DRAGO INVESTMENTS LTD	AWARDS FOR OFFICERS	GENERAL FUND	POLICE DEPARTMENT	329.95
4/02/20	DRAGO INVESTMENTS LTD	TROPHY FOR OFFICERS	GENERAL FUND	POLICE DEPARTMENT	105.07
4/02/20	CIVIL SYSTEMS INC	MARCH 01 THRU MARCH 15	GENERAL FUND	DEVELOPMENT SERVICES	276.50
4/02/20	CIVIL SYSTEMS INC	CONTRACTOR REGISTRATION	GENERAL FUND	DEVELOPMENT SERVICES	612.75
4/02/20	AT&T MOBILITY	FIRSTNET PHONES	WATER FUND	WATER DEPARTMENT	111.00
4/02/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	130.00
4/02/20	MAS MODERN MARKETING INC	STICKERS	CHILD SAFETY FUND	POLICE DEPARTMENT	259.38
4/02/20	COAST TO COAST SOLUTIONS	PD ACTIVITY CARDS	CHILD SAFETY FUND	POLICE DEPARTMENT	262.12
4/02/20	COAST TO COAST SOLUTIONS	COLORING SHIFTS	CHILD SAFETY FUND	POLICE DEPARTMENT	665.52
4/02/20	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	CAPITAL REPLACEMENT	ADMINISTRATION	3.00
4/06/20	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	COURT COSTS AND FEES	GENERAL FUND	NON-DEPARTMENTAL	25,268.28
4/06/20	NARDIS PUBLIC SAFETY	NARDIS PUBLIC SAFETY	GENERAL FUND	NON-DEPARTMENTAL	0.00
4/06/20	AMG PRINTING & MAILING	PICNIC IN THE PARK FLYERS	GENERAL FUND	CITY COUNCIL	197.99
4/06/20	EMBROIDERY STUDIO	ARBOR DAY T SHIRTS	GENERAL FUND	CITY COUNCIL	1,096.13
4/06/20	ACH***NEIGHBORHOOD NEWS	APR 2020 RR	GENERAL FUND	CITY ADMINISTRATION	715.55
4/06/20	ACH***UNIFIRST	ACH***UNIFIRST	GENERAL FUND	CITY ADMINISTRATION	84.24-
4/06/20	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	37.05
4/06/20	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	37.05
4/06/20	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	37.05
4/06/20	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	37.05

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/06/20	FILTER TECHNOLOGY COMPANY INC	A/C FILTERS	GENERAL FUND	CITY ADMINISTRATION	38.58
4/06/20	ACH***KFW ENGINEERS	TASK ORDER 10	GENERAL FUND	CITY ADMINISTRATION	9,320.00
4/06/20	ACH***BARCOM TECHNOLOGY	POLICE VIDEO SERVER B/U	GENERAL FUND	CITY ADMINISTRATION	157.50
4/06/20	ACH***BARCOM TECHNOLOGY	EXTRA SECURITY LICENSES	GENERAL FUND	CITY ADMINISTRATION	3,416.52
4/06/20	MUELLER & WILSON INC	REPAIRS: TO RESTROOM PD	GENERAL FUND	CITY ADMINISTRATION	568.99
4/06/20	VM-3 SERVICES INC.	JANITORIAL SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	373.84
4/06/20	VM-3 SERVICES INC.	JANITORIAL SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	469.94
4/06/20	VM-3 SERVICES INC.	CLEANING SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	97.34
4/06/20	ACH***ORKIN, INC.	PEST CONTROL	GENERAL FUND	CITY ADMINISTRATION	124.06
4/06/20	ACH***SAFESITE, INC.	RECORDS STORAGE	GENERAL FUND	CITY ADMINISTRATION	198.50
4/06/20	DEWINNE EQUIPMENT CO.	CHAIN SAW MAINTENEANC E	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	14.78
4/06/20	DEWINNE EQUIPMENT CO.	TRIMMER HEAD, ACCESSORIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	79.60
4/06/20	DEWINNE EQUIPMENT CO.	TRIMMER HEAD	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	28.74
4/06/20	DEWINNE EQUIPMENT CO.	TRIMMER HEAD	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	150.00
4/06/20	MJ CENTRAL TEXAS SEPTIC, LLC	SERVICE CALL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	125.00
4/06/20	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	62.26
4/06/20	ALBERT URESTI TAX ASSESSOR COLLECTOR	2020 VEHICLE REGISTRATION	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	22.00
4/06/20	SAFELANE TRAFFIC SUPPLY LLC	COLLAR ASSEMBLY, EPOXY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	342.00
4/06/20	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	36.72
4/06/20	ACH***UNIFIRST	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	47.58
4/06/20	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.22
4/06/20	ACH***UNIFIRST	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	47.58
4/06/20	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	83.53
4/06/20	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.16
4/06/20	JANI KING OF SAN ANTONIO	JANITORIAL SVC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	663.48
4/06/20	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	648.73
4/06/20	T MOBILE	SECURITY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.04
4/06/20	CLEAN SCAPES, LP	MONTHLY LANDSCAPE MAINT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	552.58
4/06/20	VM-3 SERVICES INC.	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	778.42
4/06/20	VM-3 SERVICES INC.	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	350.67
4/06/20	CINTAS CORPORATION #2	FIRST AID ITEMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	53.26
4/06/20	CITY OF SHAVANO PARK WATER DEPT.	WATER UTILITY BILL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	34.70
4/06/20	CITY OF SHAVANO PARK WATER DEPT.	WATER UTILITY BILL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	536.92
4/06/20	BATTERIES PLUS	BATTERY FOR MOBILE WIFI	GENERAL FUND	FIRE DEPARTMENT	26.95
4/06/20	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	406.12
4/06/20	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	45.50
4/06/20	FIRE PROTECTION PUBLICATIONS	REFERENCE MATERIAL/TRAININ	GENERAL FUND	FIRE DEPARTMENT	756.00
4/06/20	GT DISTRIBUTORS, INC.	AMMUNITION	GENERAL FUND	FIRE DEPARTMENT	398.10
4/06/20	RALPH N. TERPOLILLI	MEDICAL DIRECTION	GENERAL FUND	FIRE DEPARTMENT	450.00
4/06/20	MUELLER & WILSON INC	REPAIRS TO BATHROOM	GENERAL FUND	FIRE DEPARTMENT	312.33
4/06/20	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	226.86
4/06/20	IH-10 WEST TACTICAL FIREARMS LLC	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	167.85
4/06/20	IH-10 WEST TACTICAL FIREARMS LLC	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	239.75
4/06/20	IH-10 WEST TACTICAL FIREARMS LLC	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	56.95
4/06/20	QUADMED INC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	212.03
4/06/20	WITMER PUBLIC SAFETY GRP	HELMET SHIELD	GENERAL FUND	FIRE DEPARTMENT	42.99
4/06/20	VM-3 SERVICES INC.	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	18.50
4/06/20	VM-3 SERVICES INC.	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	63.00
4/06/20	VM-3 SERVICES INC.	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	18.50
4/06/20	VM-3 SERVICES INC.	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	275.28
4/06/20	VM-3 SERVICES INC.	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	30.00
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	20.54
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	92.99
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	50.99
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	228.79
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	292.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	416.94
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	220.80
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	162.42
4/06/20	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	10.00
4/06/20	ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	602.92
4/06/20	DAILEY WELLS COMMUNICATIONS, INC.	DAILEY WELLS COMMUNICATION	GENERAL FUND	FIRE DEPARTMENT	433.83
4/06/20	CITY OF SHAVANO PARK WATER DEPT.	WATER UTILITY BILL	GENERAL FUND	FIRE DEPARTMENT	75.13
4/06/20	DEWINNE EQUIPMENT CO.	CHAIN SAW MAINTENEANC E	GENERAL FUND	POLICE DEPARTMENT	4.99
4/06/20	DEWINNE EQUIPMENT CO.	PD GENERATEO	GENERAL FUND	POLICE DEPARTMENT	87.50
4/06/20	GOODYEAR AUTO SERVICE CTR.	SPARKPLUGS UNIT 516	GENERAL FUND	POLICE DEPARTMENT	720.92
4/06/20	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 508	GENERAL FUND	POLICE DEPARTMENT	117.40
4/06/20	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 5420	GENERAL FUND	POLICE DEPARTMENT	57.45
4/06/20	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 521	GENERAL FUND	POLICE DEPARTMENT	47.45
4/06/20	GOODYEAR AUTO SERVICE CTR.	REPAIRS UNIT 519	GENERAL FUND	POLICE DEPARTMENT	292.92
4/06/20	VERIZON	MDT'S	GENERAL FUND	POLICE DEPARTMENT	455.88
4/06/20	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	POLICE DEPARTMENT	2,455.36
4/06/20	GT DISTRIBUTORS, INC.	AMMUNTION	GENERAL FUND	POLICE DEPARTMENT	1,699.64
4/06/20	GALLS	UNIFORM PANTS NAKAZONO	GENERAL FUND	POLICE DEPARTMENT	86.00
4/06/20	GALLS	SHIRTS *CHIEF LACY	GENERAL FUND	POLICE DEPARTMENT	99.98
4/06/20	GALLS	DRESS COAT *CHIEF LACY	GENERAL FUND	POLICE DEPARTMENT	312.14
4/06/20	GALLS	1 DRESS COAT *FOX	GENERAL FUND	POLICE DEPARTMENT	300.15
4/06/20	GALLS	STRIPES	GENERAL FUND	POLICE DEPARTMENT	2.69
4/06/20	GALLS	STRIPS TORRES	GENERAL FUND	POLICE DEPARTMENT	7.68
4/06/20	GALLS	UNIFORM SHIRTS CAPT FOX	GENERAL FUND	POLICE DEPARTMENT	97.56
4/06/20	NARDIS PUBLIC SAFETY	NARDIS PUBLIC SAFETY	GENERAL FUND	POLICE DEPARTMENT	1,143.98
4/06/20	NARDIS PUBLIC SAFETY	NARDIS PUBLIC SAFETY	GENERAL FUND	POLICE DEPARTMENT	0.00
4/06/20	COWBOY CLEANERS	UNIFORM DRY CLEANING	GENERAL FUND	POLICE DEPARTMENT	403.33
4/06/20	COWBOY CLEANERS	DRY CLEANERS	GENERAL FUND	POLICE DEPARTMENT	403.33
4/06/20	COWBOY CLEANERS	COWBOY CLEANERS	GENERAL FUND	POLICE DEPARTMENT	403.33
4/06/20	ACH***MICHAEL D. HARRISON	ANIMAL CONTROL	GENERAL FUND	POLICE DEPARTMENT	1,000.00
4/06/20	Applied Concepts, Inc.	PARTS FOR BODY CAMERAS	GENERAL FUND	POLICE DEPARTMENT	383.00
4/06/20	ACH***KFW ENGINEERS	PLAN REVIEW/ VARIOUS	GENERAL FUND	DEVELOPMENT SERVICES	1,200.00
4/06/20	ACH***BRUCE C. BEALOR	PERMIT INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	4,150.00
4/06/20	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	3,920.55
4/06/20	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	2,665.97
4/06/20	ACH***TYLER TECHNOLOGIES	MONTHLY UTILITY BILLING SU	WATER FUND	WATER DEPARTMENT	128.00
4/06/20	GOODYEAR AUTO SERVICE CTR.	VEH INSPECTION	WATER FUND	WATER DEPARTMENT	7.00
4/06/20	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	WATER FUND	WATER DEPARTMENT	134.98
4/06/20	INDUSTRIAL COMMUNICATIONS	RADIO REPAIRS	WATER FUND	WATER DEPARTMENT	1,610.26
4/06/20	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	36.71
4/06/20	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	49.21
4/06/20	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	83.54
4/06/20	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	49.16
4/06/20	TEXAS WATER UTILITIES ASSOC	DUES/ CLASS	WATER FUND	WATER DEPARTMENT	70.00
4/06/20	TEXAS WATER UTILITIES ASSOC	DUES/ CLASS	WATER FUND	WATER DEPARTMENT	375.00
4/06/20	ACH***KFW ENGINEERS	PLAN REVIEW/ VARIOUS	WATER FUND	WATER DEPARTMENT	722.50
4/06/20	T MOBILE	SECURITY	WATER FUND	WATER DEPARTMENT	35.04
4/06/20	PRECISION CALIBRATE METER SVCS	METER CALIBRATION	WATER FUND	WATER DEPARTMENT	225.00
4/06/20	PRECISION CALIBRATE METER SVCS	METER CALIBRATION	WATER FUND	WATER DEPARTMENT	225.00
4/06/20	VM-3 SERVICES INC.	JANITORIAL SUPPLIES	WATER FUND	WATER DEPARTMENT	69.75
4/06/20	MARK ROETZEL	WELL 9 ASSESSMENT	WATER FUND	WATER DEPARTMENT	2,175.00
4/06/20	RVS SOFTWARE	PRINTING OF WATER BILLS	WATER FUND	WATER DEPARTMENT	401.94
4/06/20	RVS SOFTWARE	PRINTING OF WATER BILLS	WATER FUND	WATER DEPARTMENT	32.78
4/06/20	FERGUSON WATERWORKS	CHLORINE	WATER FUND	WATER DEPARTMENT	196.50
4/06/20	FERGUSON WATERWORKS	GUAGE ADAPTOR	WATER FUND	WATER DEPARTMENT	25.00
4/06/20	FERGUSON WATERWORKS	METER INSTALL	WATER FUND	WATER DEPARTMENT	704.61

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/06/20	ACH***BADGER METER, INC.	LTE SVC UNIT 68886	WATER FUND	WATER DEPARTMENT	106.80
4/06/20	ACH***BADGER METER, INC.	BEACON HOSTING	WATER FUND	WATER DEPARTMENT	42.36
4/06/20	CITY OF SHAVANO PARK WATER DEPT.	WATER UTILITY BILL	WATER FUND	WATER DEPARTMENT	34.70
4/06/20	ALAMO AREA COUNCIL OF GOVERNMENTS	FTO COURSE CERT	CRIME CONTROL DIST	POLICE DEPARTMENT	100.00
4/06/20	AMERICAN SIGNAL EQUIPMENT COMPANY	TRAFFIC SPEED RADAR	CRIME CONTROL DIST	POLICE DEPARTMENT	3,560.00
4/06/20	ALTEX ELECTRONICS, LTD.	CABLES FOR LIVESTREAM SETU	PEG FUNDS	ADMINISTRATION	56.89
4/06/20	FERGUSON WATERWORKS	PAVILION	CAPITAL REPLACEMEN	ADMINISTRATION	2,767.40
4/06/20	FERGUSON WATERWORKS	PAVILION	CAPITAL REPLACEMEN	ADMINISTRATION	745.41
4/17/20	TX CSDU	00089527162015EM5059	GENERAL FUND	NON-DEPARTMENTAL	69.23
4/17/20	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,085.00
4/17/20	OMNIBASE SERVICES OF TEXAS LP	QTRLY DUES FOR OMNI	GENERAL FUND	NON-DEPARTMENTAL	582.00
4/17/20	LINEBARGER, GOGGAN, BLAIR & SAMPSON, L	COURT COLLECTION FEES	GENERAL FUND	NON-DEPARTMENTAL	2,423.73
4/17/20	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	11,850.35
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,589.23
4/17/20	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	84,113.80
4/17/20	OFFICE DEPOT	TRI POD	GENERAL FUND	CITY COUNCIL	51.99
4/17/20	HOME DEPOT CREDIT SERVICE	PORTABLE AC UNIT SERVER RO	GENERAL FUND	CITY ADMINISTRATION	499.00
4/17/20	AT&T	PHONE / FAX	GENERAL FUND	CITY ADMINISTRATION	138.62
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	126.75
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	184.25
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	138.75
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	138.75
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	142.00
4/17/20	ACH***SAN ANTONIO EXPRESS NEWS	PUBLIC NOTICE	GENERAL FUND	CITY ADMINISTRATION	198.50
4/17/20	BIZDOC, INC.	MONTHLY COPIER FEES	GENERAL FUND	CITY ADMINISTRATION	456.60
4/17/20	PITNEY BOWES INC.	LEASE PAMNT	GENERAL FUND	CITY ADMINISTRATION	170.13
4/17/20	ACH***BARCOM TECHNOLOGY	APRIL CONTRACT FEES	GENERAL FUND	CITY ADMINISTRATION	2,010.00
4/17/20	ACH***BARCOM TECHNOLOGY	APRIL BACKUP FEES	GENERAL FUND	CITY ADMINISTRATION	861.95
4/17/20	ACH***BARCOM TECHNOLOGY	MARCH TICKETS	GENERAL FUND	CITY ADMINISTRATION	135.00
4/17/20	ARCHITECTURAL DIVISION 8	REPAIRS TO EXIT DOOR	GENERAL FUND	CITY ADMINISTRATION	250.00
4/17/20	ACH***BOJORQUEZ LAW FIRM	LAND USE	GENERAL FUND	CITY ADMINISTRATION	1,396.00
4/17/20	ACH***BOJORQUEZ LAW FIRM	MEETINGS	GENERAL FUND	CITY ADMINISTRATION	733.82
4/17/20	ACH***BOJORQUEZ LAW FIRM	PUBLIC WORKS	GENERAL FUND	CITY ADMINISTRATION	214.50
4/17/20	ACH***BOJORQUEZ LAW FIRM	GENERAL CITY	GENERAL FUND	CITY ADMINISTRATION	1,080.97
4/17/20	ACH***BOJORQUEZ LAW FIRM	OPEN RECORDS	GENERAL FUND	CITY ADMINISTRATION	727.00
4/17/20	ACH***BOJORQUEZ LAW FIRM	PERSONNEL	GENERAL FUND	CITY ADMINISTRATION	744.00
4/17/20	ACH***BOJORQUEZ LAW FIRM	LEGAL FEES - COVID-19	GENERAL FUND	CITY ADMINISTRATION	1,397.93
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	5.99
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	60.51
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	143.36
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	7.84
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	285.74
4/17/20	OFFICE DEPOT	OFFICE CHAIR	GENERAL FUND	CITY ADMINISTRATION	179.99
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	9.74
4/17/20	OFFICE DEPOT	OFFICE CHAIR	GENERAL FUND	CITY ADMINISTRATION	179.99
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	96.58
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	242.71
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	GENERAL FUND	CITY ADMINISTRATION	45.00
4/17/20	ACH***SAFESITE, INC.	DOCUTMENT STORAGE	GENERAL FUND	CITY ADMINISTRATION	195.00
4/17/20	ACH***SAFESITE, INC.	DOCUMENT DESTRUCTION	GENERAL FUND	CITY ADMINISTRATION	48.00
4/17/20	STEPHEN P. TAKAS, JR.	APRIL COURT SVCS	GENERAL FUND	MUNICIPAL COURT	650.00
4/17/20	AT&T	PHONE / FAX	GENERAL FUND	MUNICIPAL COURT	151.21
4/17/20	DARRELL S. DULLNIG	APRIL COURT SVCS	GENERAL FUND	MUNICIPAL COURT	650.00
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	MUNICIPAL COURT	33.49
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	MUNICIPAL COURT	97.66
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	29.58

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	GENERAL FUND	MUNICIPAL COURT	15.00
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	97.63
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,446.25
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.63
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.14
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	577.95
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.87
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,213.32
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	308.19
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	11.77
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.89
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	97.30
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.75
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.49
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	16.74
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.49
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.21
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	21.69
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.26
4/17/20	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.92
4/17/20	GE MONEY BANK	EMERGENCY SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	101.54
4/17/20	GE MONEY BANK	TRASH BAGS, MISC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	77.40
4/17/20	GE MONEY BANK	TRASH BAGS, MISC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.98
4/17/20	HOME DEPOT CREDIT SERVICE	CABINET,	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	200.42
4/17/20	HOME DEPOT CREDIT SERVICE	HOME DEPOT CREDIT SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	146.98-
4/17/20	HOME DEPOT CREDIT SERVICE	PAINT & STAIN MATERIALS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	24.44
4/17/20	HOME DEPOT CREDIT SERVICE	CABINETS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	929.70
4/17/20	HOME DEPOT CREDIT SERVICE	CHEMICALS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	259.15
4/17/20	ASCO	DITCH WITCH MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,254.97
4/17/20	NORTHERN TOOL AND EQUIPMENT CO.	LIGHTS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	84.96
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	19.19
4/17/20	OFFICE DEPOT	DRAFT CHAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	100.00
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	120.47
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	52.50
4/17/20	GE MONEY BANK	GE MONEY BANK	GENERAL FUND	FIRE DEPARTMENT	4.00-
4/17/20	GE MONEY BANK	HYDRATION/ SANITATION	GENERAL FUND	FIRE DEPARTMENT	26.92
4/17/20	GE MONEY BANK	HYDRATION/ SANITATION	GENERAL FUND	FIRE DEPARTMENT	37.44
4/17/20	GE MONEY BANK	JANITORIAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	7.66
4/17/20	HOME DEPOT CREDIT SERVICE	BUILDING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	190.03
4/17/20	HOME DEPOT CREDIT SERVICE	BUILDING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	123.91
4/17/20	AT&T	PHONE / FAX	GENERAL FUND	FIRE DEPARTMENT	161.21
4/17/20	HANK STORBECK GARAGE, INC.	REPAIRS E139	GENERAL FUND	FIRE DEPARTMENT	744.89
4/17/20	GREG WOODRUFF	*WALMART OXIMETER	GENERAL FUND	FIRE DEPARTMENT	63.33
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	567.37
4/17/20	SHAVANO PARK, PETTY CASH	FIX ZIPPER ON STORAGE CASE	GENERAL FUND	FIRE DEPARTMENT	15.00
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	GENERAL FUND	FIRE DEPARTMENT	30.00
4/17/20	AT&T MOBILITY	PD CELL PHONES	GENERAL FUND	POLICE DEPARTMENT	307.21
4/17/20	HOME DEPOT CREDIT SERVICE	DEHUMIDIFIER	GENERAL FUND	POLICE DEPARTMENT	280.31
4/17/20	AT&T	PHONE / FAX	GENERAL FUND	POLICE DEPARTMENT	124.32
4/17/20	BIZDOC, INC.	MONTHLY COPIER FEES	GENERAL FUND	POLICE DEPARTMENT	162.05
4/17/20	AUTOZONE	WIPER BLADES	GENERAL FUND	POLICE DEPARTMENT	119.62
4/17/20	TEXAS MED CLINIC	BENAVIDES	GENERAL FUND	POLICE DEPARTMENT	50.00
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	147.26
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	50.97
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	27.44
4/17/20	OFFICE DEPOT	MEMORY CARDS	GENERAL FUND	POLICE DEPARTMENT	74.95

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/17/20	ALTEX ELECTRONICS, LTD.	DVD-R	GENERAL FUND	POLICE DEPARTMENT	44.95
4/17/20	ACH***LEXISNEXIS RISK SOLUTIONS	INVESTIGATIONS TOOL	GENERAL FUND	POLICE DEPARTMENT	33.00
4/17/20	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	629.11
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	GENERAL FUND	POLICE DEPARTMENT	39.65
4/17/20	MONTY JOE MCGUFFIN	HEALTH/ SEPTIC INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	240.00
4/17/20	MONTY JOE MCGUFFIN	HEALTH/ SEPTIC INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	1,000.00
4/17/20	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	160.00
4/17/20	FLAKE, MARYGAIL	1-0350-01	WATER FUND	NON-DEPARTMENTAL	250.00
4/17/20	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	763.48
4/17/20	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	122.52
4/17/20	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	6,570.07
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	11.09
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	248.75
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	93.11
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	269.77
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	25.68
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	760.65
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	8.75
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	1,276.21
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	662.12
4/17/20	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	723.94
4/17/20	POSTMASTER - Mailing Requirements	BULK PERMIT#1024 RENEWAL	WATER FUND	WATER DEPARTMENT	240.00
4/17/20	GE MONEY BANK	TRASH BAGS, MISC	WATER FUND	WATER DEPARTMENT	57.84
4/17/20	HOME DEPOT CREDIT SERVICE	PVC PRIMER, CONDUIT	WATER FUND	WATER DEPARTMENT	116.54
4/17/20	BRANDON PETERSON	TWUA CONFERENCE	WATER FUND	WATER DEPARTMENT	1,128.94
4/17/20	TX DEPARTMENT OF STATE HEALTH SERVICES	LAB TESTS	WATER FUND	WATER DEPARTMENT	1,439.22
4/17/20	TEXAS EXCAVATION SAFETY SYSTEM	LOCATOR TICKETS	WATER FUND	WATER DEPARTMENT	21.85
4/17/20	JUAN DELUNA	JUAN DELUNA	WATER FUND	WATER DEPARTMENT	196.00
4/17/20	NORTHERN TOOL AND EQUIPMENT CO.	CLEVIS	WATER FUND	WATER DEPARTMENT	61.94
4/17/20	NORTHERN TOOL AND EQUIPMENT CO.	TAPE	WATER FUND	WATER DEPARTMENT	44.97
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	WATER FUND	WATER DEPARTMENT	77.99
4/17/20	OFFICE DEPOT	DRAFT CHAIR	WATER FUND	WATER DEPARTMENT	99.99
4/17/20	OFFICE DEPOT	OFFICE SUPPLIES	WATER FUND	WATER DEPARTMENT	15.68
4/17/20	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	122.51
4/17/20	THE POLICE AND SHERIFFS PRESS, INC.	EMPLOYEE ID CARDS	WATER FUND	WATER DEPARTMENT	52.50
4/17/20	HOME DEPOT CREDIT SERVICE	CABINET	CRIME CONTROL DIST	POLICE DEPARTMENT	573.32
4/17/20	HOME DEPOT CREDIT SERVICE	DAMAGED CABINET	CRIME CONTROL DIST	POLICE DEPARTMENT	107.00-
4/17/20	OPERATIONAL SUPPORT SVC INC	ON LINE CLASS	CRIME CONTROL DIST	POLICE DEPARTMENT	72.00
4/17/20	AMERICAN SIGNAL EQUIPMENT COMPANY	SIGNS	CRIME CONTROL DIST	POLICE DEPARTMENT	2,340.00
4/17/20	AMERICAN SIGNAL EQUIPMENT COMPANY	TRAFFIC LIGHTS	CRIME CONTROL DIST	POLICE DEPARTMENT	1,820.00
4/17/20	HOME DEPOT CREDIT SERVICE	MATERIALS FOR PAVILION	CAPITAL REPLACEMENT	ADMINISTRATION	1,163.20
4/21/20	ACH***TML MULTISTATE IEBP	P85-70-40 FAMILY BUYDOWN	GENERAL FUND	NON-DEPARTMENTAL	309.78
4/21/20	ACH***TML MULTISTATE IEBP	P85-70-40 FAMILY BUYDOWN	GENERAL FUND	NON-DEPARTMENTAL	309.78
4/21/20	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	247.97
4/21/20	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	247.97
4/21/20	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	283.72
4/21/20	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	283.72
4/21/20	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	380.16
4/21/20	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	380.16
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	24.37
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	24.37
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	468.44
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	468.44
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	NON-DEPARTMENTAL	109.65
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	NON-DEPARTMENTAL	109.65
4/21/20	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL	60.89

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL 36.53
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL 121.54
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL 121.54
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL 653.95
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL 653.95
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL 311.84
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL 311.84
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL 61.25
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL 61.25
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL 287.98
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL 287.98
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL 28.80
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL 28.80
4/21/20	ACH***TML	MULTISTATE IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL 836.94
4/21/20	ACH***TML	MULTISTATE IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL 800.74
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL 7.22
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL 7.22
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL 191.22
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL 206.22
4/21/20	ACH***TML	MULTISTATE IEBP	ADJUSTMENT 5/2020	GENERAL FUND	NON-DEPARTMENTAL 197.46-
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL 82.81
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL 81.10
4/21/20	ACH***TML	MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION 286.00
4/21/20	ACH***TML	MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION 286.00
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 225.82
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 225.82
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	CITY ADMINISTRATION 60.18
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	CITY ADMINISTRATION 60.18
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	CITY ADMINISTRATION 176.35
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	CITY ADMINISTRATION 109.65
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	CITY ADMINISTRATION 109.65
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION 281.46
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION 281.46
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION 159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION 159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION 159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION 159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION 4.54
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION 4.54
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION 126.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION 126.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION 126.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION 126.08
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION 18.30
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION 18.30
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 14.22
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 14.22
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION 42.64
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION 42.64
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION 38.02
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION 38.02
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION 9.25
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION 9.25
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 14.65
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION 14.65
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION 2.93

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	2.93
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.76
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.76
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	15.21
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	15.21
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
4/21/20	ACH***TML	MULTISTATE IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	201.96
4/21/20	ACH***TML	MULTISTATE IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	201.96
4/21/20	ACH***TML	MULTISTATE IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	84.04
4/21/20	ACH***TML	MULTISTATE IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	84.04
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	176.36
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	176.36
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	109.66
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	109.66
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	145.14
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	145.14
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	148.83
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	148.83
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	126.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	126.08
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.65
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.65
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.42
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.42
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.46
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.46
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.81
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.81
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.14
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.14
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.22
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.22
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	225.82
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	225.82
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	60.18
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	60.18
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	176.35
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	176.35
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	109.65
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	109.65
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,439.28
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,439.28
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,134.72

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,134.72
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	156.42
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	156.42
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	24.05
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	24.05
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	41.02
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	41.02
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	37.18
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	37.18
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
4/21/20	ACH***TML	MULTISTATE IEBP	P85-70-40 FAMILY BUYDOWN	GENERAL FUND	POLICE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	P85-70-40 FAMILY BUYDOWN	GENERAL FUND	POLICE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	572.00
4/21/20	ACH***TML	MULTISTATE IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	486.20
4/21/20	ACH***TML	MULTISTATE IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	486.20
4/21/20	ACH***TML	MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	85.80
4/21/20	ACH***TML	MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	85.80
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	451.64
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	451.64
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	120.36
4/21/20	ACH***TML	MULTISTATE IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	120.36
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	176.35
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	352.70
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	109.65
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	219.30
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	562.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	562.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,119.44
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,119.44
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	286.00
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	9.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	9.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	882.56
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	882.56
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	142.20
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	156.42
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	33.30
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	35.15
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	41.02
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.95
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	40.56
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.94
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	59.09
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	35.46
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	89.09
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	89.09
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.22
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.22
4/21/20	ACH***TML	MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	184.37
4/21/20	ACH***TML	MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	149.24
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	10.80
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	10.80
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	6.58
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	4.92
4/21/20	ACH***TML	MULTISTATE IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	243.10
4/21/20	ACH***TML	MULTISTATE IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	243.10
4/21/20	ACH***TML	MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	42.90
4/21/20	ACH***TML	MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	42.90
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	176.34
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	176.34
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	109.64
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	109.64
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	140.86
4/21/20	ACH***TML	MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	140.86
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	159.92
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	137.17
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	137.17
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	126.08
4/21/20	ACH***TML	MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	126.08
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.67
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.67
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.22
4/21/20	ACH***TML	MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.22
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.34
4/21/20	ACH***TML	MULTISTATE IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.34
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	2.91
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	2.91
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
4/21/20	ACH***TML	MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	10.14
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	10.14
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	4.92
4/21/20	ACH***TML	MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	4.92
4/23/20	ACH***COLONIAL	SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	531.78
4/23/20	ACH***COLONIAL	SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	531.78
4/23/20	ACH***COLONIAL	SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	716.08
4/23/20	ACH***COLONIAL	SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	716.08
4/23/20	ACH***TMRS		EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	8,170.21
4/23/20	ACH***TMRS		EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	7,971.78
4/23/20	ACH***AFLAC		AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	113.24
4/23/20	ACH***AFLAC		AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	113.24
4/23/20	ACH***AFLAC		AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	156.49
4/23/20	ACH***AFLAC		AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	156.49
4/23/20	PRE-PAID LEGAL SERVICES, INC.		PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	212.91

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/23/20	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	212.91
4/23/20	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
4/23/20	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
4/23/20	TIME WARNER CABLE	PHONE/ INTERNET	GENERAL FUND	CITY ADMINISTRATION	1,283.79
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,466.85
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,466.85
4/23/20	AMAZON.COM SERVICES INC	USB	GENERAL FUND	CITY ADMINISTRATION	33.82
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	284.55
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	284.55
4/23/20	AT&T MOBILITY	FIRSTNET MIFI	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	37.00
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,173.07
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,191.49
4/23/20	JANI KING OF SAN ANTONIO	JANITORIAL SVC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	663.48
4/23/20	CINTAS CORPORATION #2	SAFETY VESTS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	245.52
4/23/20	AT&T MOBILITY	FIRSTNET MIFI	GENERAL FUND	FIRE DEPARTMENT	259.00
4/23/20	AT&T MOBILITY	FIRSTNET PHONES	GENERAL FUND	FIRE DEPARTMENT	8.60
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	6,410.40
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	5,715.68
4/23/20	ZOLL MEDICAL CORPORATION	ACCESSORIES CARDIAC MONITO	GENERAL FUND	FIRE DEPARTMENT	510.00
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	5,947.13
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	6,227.95
4/23/20	SHAVANO PARK, PETTY CASH	BRACKEN RANGE	GENERAL FUND	POLICE DEPARTMENT	9.00
4/23/20	SHAVANO PARK, PETTY CASH	HOME DEPOT DOOR HOLDERS	GENERAL FUND	POLICE DEPARTMENT	32.52
4/23/20	SHAVANO PARK, PETTY CASH	IDENTGO FINGERPRINTS	GENERAL FUND	POLICE DEPARTMENT	10.21
4/23/20	SHAVANO PARK, PETTY CASH	ACADEMY RIFLE CASES	GENERAL FUND	POLICE DEPARTMENT	21.63
4/23/20	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	35.02
4/23/20	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	35.02
4/23/20	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	52.10
4/23/20	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	52.10
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	599.00
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	604.89
4/23/20	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	31.22
4/23/20	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	31.22
4/23/20	AMERICAN WATER WORKS ASSOCIATION	DUES FOR 2020-2021	WATER FUND	WATER DEPARTMENT	350.00
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,193.70
4/23/20	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,205.48
4/23/20	ADVANCED WATER WELL TECHNOLOGIES	CHLORINE FOR WELL	WATER FUND	WATER DEPARTMENT	1,600.00
4/23/20	ADVANCED WATER WELL TECHNOLOGIES	REPAIRS: WELL 6	WATER FUND	WATER DEPARTMENT	14,974.65
4/23/20	FIRE STAR ELECTRIC MOTORS, INC.	REPAIRS; VFD	WATER FUND	WATER DEPARTMENT	100.00
4/23/20	USAT	RUGGED MOBILE ROUTERS	CRIME CONTROL DIST	POLICE DEPARTMENT	7,395.41
4/23/20	AMAZON.COM SERVICES INC	16 GB RAM	CAPITAL REPLACEMEN	ADMINISTRATION	92.00
4/23/20	SKYLINE EQUIPMENT COMPANY, INC.	WASHER/EXTRACTOR	CAPITAL REPLACEMEN	FIRE DEPARTMENT	7,470.00
4/29/20	TX CSDU	00089527162015EM5059	GENERAL FUND	NON-DEPARTMENTAL	69.23
4/29/20	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	1,985.00
4/29/20	TIME WARNER CABLE	CABLE TV / INTERNET	GENERAL FUND	CITY ADMINISTRATION	92.42
4/29/20	ACH***NEIGHBORHOOD NEWS	MAY 2020 RR	GENERAL FUND	CITY ADMINISTRATION	718.51
4/29/20	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
4/29/20	VM-3 SERVICES INC.	SOAP DISPENSERS	GENERAL FUND	CITY ADMINISTRATION	210.00
4/29/20	VM-3 SERVICES INC.	SOAP, PAPERTOWELS	GENERAL FUND	CITY ADMINISTRATION	280.99
4/29/20	FROST BANK	2019 DISCLOSURES	GENERAL FUND	CITY ADMINISTRATION	1,500.00
4/29/20	EWING IRRIGATION SYSTEMS	SPRINKLER REPAIRS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	153.75
4/29/20	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
4/29/20	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	474.57
4/29/20	T MOBILE	SECURITY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.04
4/29/20	VM-3 SERVICES INC.	GLOVES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	92.50
4/29/20	BENKE SEPTIC SYSTEMS, INC.	REPAIRS; SEPTIC TANK	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,750.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4/29/20	GE MONEY BANK	JANITORIAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	14.56
4/29/20	GE MONEY BANK	JANITORIAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	48.30
4/29/20	GE MONEY BANK	JANITORIAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	16.48
4/29/20	EWING IRRIGATION SYSTEMS	SPRINKLER REPAIRS	GENERAL FUND	FIRE DEPARTMENT	172.40
4/29/20	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	245.48
4/29/20	VM-3 SERVICES INC.	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	287.00
4/29/20	BENKE SEPTIC SYSTEMS, INC.	REPAIRS; SEPTIC TANK	GENERAL FUND	FIRE DEPARTMENT	1,750.00
4/29/20	SOUTHWEST PUBLIC SAFETY	ROUTER INSTALL UNIT 521	GENERAL FUND	POLICE DEPARTMENT	164.34
4/29/20	AMAZON.COM SERVICES INC	USB CARDS/PC SPEAKERS	GENERAL FUND	POLICE DEPARTMENT	124.16
4/29/20	AMAZON.COM SERVICES INC	SPRAY BOTTLES	GENERAL FUND	POLICE DEPARTMENT	29.89
4/29/20	THE POLICE AND SHERIFFS PRESS, INC.	ID CARDS	GENERAL FUND	POLICE DEPARTMENT	32.55
4/29/20	TCEQ	SEPTIC FEES QTR 2 2020	GENERAL FUND	DEVELOPMENT SERVICES	10.00
4/29/20	TCEQ	SEPTIC FEES QTR 2 2020	GENERAL FUND	DEVELOPMENT SERVICES	10.00
4/29/20	TCEQ	SEPTIC FEES QTR 2 2020	GENERAL FUND	DEVELOPMENT SERVICES	30.00
4/29/20	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	160.00
4/29/20	CALDAROLA, DEBBIE	1-0210-01	WATER FUND	NON-DEPARTMENTAL	72.83
4/29/20	EWING IRRIGATION SYSTEMS	SPRINKLER REPAIRS	WATER FUND	WATER DEPARTMENT	8.68
4/29/20	AT&T MOBILITY	FIRSTNET	WATER FUND	WATER DEPARTMENT	111.00
4/29/20	ACH***PITNEY BOWES - PURCHASE POWER	UTILITY BILLING POSTAGE	WATER FUND	WATER DEPARTMENT	230.65
4/29/20	ADVANCED WATER WELL TECHNOLOGIES	VIDEO SURVEY WELL 9	WATER FUND	WATER DEPARTMENT	7,212.50
4/29/20	THE UPS STORE #4997	REPAIRS FOR SCADA RADIO	WATER FUND	WATER DEPARTMENT	23.66
4/29/20	TRAC-N- TROL INC	REPAIR; SCADA	WATER FUND	WATER DEPARTMENT	1,079.85
4/29/20	TRAC-N- TROL INC	MODEM FOR SCADA AT WELL	WATER FUND	WATER DEPARTMENT	282.48
4/29/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	320.00
4/29/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	160.00
4/29/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	320.00
4/29/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	320.00
4/29/20	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	130.00
4/29/20	USA BLUEBOOK	CHLORINE PACKETS	WATER FUND	WATER DEPARTMENT	787.73
4/29/20	T MOBILE	SECURITY	WATER FUND	WATER DEPARTMENT	35.04
4/29/20	POLLUTION CONTROL SERVICES	CHEMICAL TESITN	WATER FUND	WATER DEPARTMENT	145.00
4/29/20	SAFELANE TRAFFIC SUPPLY LLC	NEIGHBORHOOD WATCH SIGNS	CRIME CONTROL DIST	POLICE DEPARTMENT	722.50
4/29/20	AMAZON.COM SERVICES INC	CHROMEBOOK	CRIME CONTROL DIST	POLICE DEPARTMENT	387.45
4/29/20	AMERICAN SIGNAL EQUIPMENT COMPANY	SIGNS	CRIME CONTROL DIST	POLICE DEPARTMENT	230.00
4/29/20	CHRISTOPHER TRIMBLE	TCOLE TRAINING 4/18/2020	LEOSE	POLICE DEPARTMENT	70.00
4/29/20	SEAL RITE	SAND	CAPITAL REPLACEMEN	ADMINISTRATION	650.00
4/29/20	ROCKY HILL EQUIPMENT RENTALS	ROCKSAW RENTAL	CAPITAL REPLACEMEN	ADMINISTRATION	1,570.96
4/29/20	ROCKY HILL EQUIPMENT RENTALS	ROCKSAW RENTAL	CAPITAL REPLACEMEN	ADMINISTRATION	5,509.60
4/30/20	FROST - VISA DEBIT CARD	VISA-TML CANCELLED CONFERE	GENERAL FUND	CITY ADMINISTRATION	505.00-
4/30/20	FROST - VISA DEBIT CARD	VISA- TML*CANCELED CONFERE	GENERAL FUND	CITY ADMINISTRATION	505.00-
4/30/20	FROST - VISA DEBIT CARD	VISA-GO DADDY * STANDARD S	GENERAL FUND	CITY ADMINISTRATION	79.99
4/30/20	FROST - VISA DEBIT CARD	VISA-LOGMEIN *GOTO MEETING	GENERAL FUND	CITY ADMINISTRATION	5.62
4/30/20	FROST - VISA DEBIT CARD	VISA-KOETTER FIRE *ALARM R	GENERAL FUND	CITY ADMINISTRATION	250.00
4/30/20	FROST - VISA DEBIT CARD	VISA-OPEN GOV* WORKSHOP	GENERAL FUND	CITY ADMINISTRATION	75.00
4/30/20	FROST - VISA DEBIT CARD	VISA-MJ CENTRAL*REPAIRS/CO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	520.00
4/30/20	FROST - VISA DEBIT CARD	VISA-BE MEDICAL *MASKS	GENERAL FUND	FIRE DEPARTMENT	339.00
4/30/20	FROST - VISA DEBIT CARD	VISA-BE MEDICAL *MASKS *RE	GENERAL FUND	FIRE DEPARTMENT	210.00-
4/30/20	FROST - VISA DEBIT CARD	VISA-PRECISION LOCKER* WEA	GENERAL FUND	POLICE DEPARTMENT	522.26
4/30/20	FROST - VISA DEBIT CARD	VISA-FAIRFIELD INN *REFUND	GENERAL FUND	POLICE DEPARTMENT	9.63-
4/30/20	FROST - VISA DEBIT CARD	VISA-MISSION RIDGE* REPAIR	GENERAL FUND	POLICE DEPARTMENT	140.73
4/30/20	FROST - VISA DEBIT CARD	VISA-AUTOGLASS *WINDOW TRU	WATER FUND	WATER DEPARTMENT	189.00
TOTAL:					533,333.79

DATE VENDOR NAME DESCRIPTION FUND DEPARTMENT AMOUNT

===== FUND TOTALS =====

10	GENERAL FUND		421,948.79		
20	WATER FUND		73,005.84		
40	CRIME CONTROL DISTRICT		17,093.68		
42	PEG FUNDS		56.89		
52	CHILD SAFETY FUND		1,187.02		
53	LEOSE		70.00		
70	CAPITAL REPLACEMENT FUND		19,971.57		

	GRAND TOTAL:		533,333.79		

TOTAL PAGES: 13

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: 4/01/2020 THRU 4/30/2020

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

SUPPLEMENTAL NOTICE OF MEETING BY LIVESTREAM / TELEPHONE CONFERENCE:

THIS MEETING WILL BE CLOSED TO IN-PERSON ATTENDANCE BY THE PUBLIC.

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 authorizes the participation of a meeting by live-video stream or telephone. The City of Shavano Park will conduct the Regular Meeting on Monday, April 27, 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. The livestream of the meeting is available via the Youtube website from your computer, tablet or smartphone at: <https://youtu.be/z3XbwS25Zg0>.

Telephone Participation. The public toll-free dial-in number to participate in the telephonic meeting is 1-877-568-4106 and requires access code 430-899-573. Participants should mute their phone when not speaking. If you have issues accessing Telephone Participation or Livestream, please call City Secretary Zina Tedford at 210-787-0366.

The telephone participation will be available to join at 6:00 pm (30 minutes prior to the meeting).

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 ztedford@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 6:30 p.m.

PRESENT: ABSENT:

Alderman Colemere

Alderman Kautz

Mayor Pro Tem Ross

Alderman Heintzelman

Alderman Powers

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

City Manager Hill led the Pledge of Allegiance to the Flag.

Alderman Heintzelman led the Invocation.

3. CITIZENS TO BE HEARD

Citizens Brame, McClendon, Hartman, and Lyons addressed concerns regarding agenda item 6.4 Board of Adjustment Composition.

4. CITY COUNCIL COMMENTS

City Council thanked and welcomed all that are attending telephonically.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - World Neurofibromatosis (NF) Awareness Day

5.2. Proclamation - City of Shavano Park First Responders

5.3. Proclamation - Healthcare Providers

5.4. Proclamation - City of Shavano Park Public Works

Mayor Werner read the proclamations as outlined above.

6. REGULAR AGENDA ITEMS

6.1. Discussion / Action - Coronavirus Update - City Manager

City Manager Hill presented an update on newly released Executive Order from Governor Abbott. Governor Abbott extended his order through May 15th Reopened some services as retail, dining, shopping, museums, and libraries. Gov. Abbott published a report on Opening Texas - this is going to be Phase I – in approximately 2 weeks if there are no spikes in COVID-19 cases, the Governor will transition to Phase II.

6.2. Discussion / Action – Ordinance O-2020-008 considering an action to extend by 30 days the declaration of local disaster passed and approved by Ordinance O-2020-007 by the City Council of the City of Shavano Park; establishing rules and regulations for the duration of the disaster; restricting certain activities; establishing penalties for violations (final). Possible Executive Session pursuant

to Texas Government Code, § 551.071, Consultation with Attorney - City Manager / City Attorney

Alderman Kautz made a motion to approve Ordinance O-2020-008 considering an action to extend by 30 days the declaration of local disaster passed and approved by Ordinance O-2020-007 by the City Council of the City of Shavano Park; establishing rules and regulations for the duration of the disaster; restricting certain activities; establishing penalties for violations with the modify the ordinance to strike 5b -restaurants from the prohibition.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Ordinance O-2020-008 considering an action to extend by 30 days the declaration of local disaster passed and approved by Ordinance O-2020-007 by the City Council of the City of Shavano Park; establishing rules and regulations for the duration of the disaster; restricting certain activities; establishing penalties for violations with the modify the ordinance to strike 5b -restaurants from the prohibition carried with a unanimous vote.

6.3. Discussion / Action - Resolution R-2020-010 declaring the City of Shavano Park a Second Amendment Sanctuary City - Alderman Colemere

Alderman Colemere made a motion to approve Resolution R-2020-010 declaring the City of Shavano Park a Second Amendment Sanctuary City.

Alderman Powers seconded the motion.

The motion to approve Resolution R-2020-010 declaring the City of Shavano Park a Second Amendment Sanctuary City failed with the following vote:

AYES:2; NAYES: 3 (Alderman Kautz, Heintzelman and Mayor Pro Tem Ross)

6.4. Discussion / Action - Board of Adjustment Composition - Mayor Pro Tem Ross

Mayor Pro Tem Ross made a motion to postpone this item.

Alderman Heintzelman seconded the motion.

The motion to postpone this agenda item carried with a unanimous vote.

6.5. Discussion / Action - Possible amendments to the City of Shavano Park Code of Ordinances, Chapter 36 - Zoning, regarding allowed uses of accessory buildings - Mayor Pro Tem Ross

Mayor Pro Tem Ross stated we have ordinances regarding allowed uses of accessory buildings are conflicting.

It was the consensus of City Council that the Planning & Zoning Commission review, consider authorizing more than one hone-related individuals from living there and implications, conduct public hearings and present a recommendation to City Council.

6.6. Discussion /Action - Future Elections at Shavano Park City Hall - Mayor Pro Tem

Mayor Pro Tem Ross placed this item on the agenda for discussion based on the number of concerns voiced during the last elections held at city hall. The issues experienced involved insufficient parking, long lines, interruption of city services during business hours, and issues with the septic system. These issues will increase significantly in November due to the number of

election cancellations due to the COVID-19. The consensus of City Council was that we inform Bexar County Elections to remove City Hall as a voting center for all elections with the exception of May elections.

6.7. Discussion / Action - Resolution R-2020-005 Revisions to Employee Handbook - City Secretary

Alderman Powers made a motion to approve Resolution R-2020-005 Revisions to Employee Handbook.

Alderman Kautz seconded the motion.

The motion to approve Resolution R-2020-005 Revisions to Employee Handbook carried with a unanimous vote.

6.8. Discussion / action - Annual review / salary of the City Manager - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters

Alderman Kautz made a motion to accept the reviews as presented and be placed in City Manager Hill's personnel file and consider compensation during the budget process.

Alderman Colemere seconded the motion.

The motion to accept the reviews as presented and be placed in City Manager Hill's personnel file and consider compensation during the budget process carried with a unanimous vote.

7. CITY MANAGER'S REPORT

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

7.1. Building Permit Activity Report

7.2. Fire Department Activity Report

7.3. Municipal Court Activity Report

7.4. Police Department Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

Alderman Heintzelman requested additional discussion of Consent Agenda 7.4 Police Department Activity Report regarding safety of the police officers, installation of Neighborhood Watch signs on Northwest Military Hwy and handing of municipal court due to closure. Chief Lacy addressed the safety of the officers and installation of NW signs which will be discussed with Mr. Hill in coordination with TxDot and the widening of the highway. Finance Director Morey informed

City Council that municipal court has taken a proactive approach by reaching out to individuals and informing them of their options.

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, March 23, 2020

8.2. Approval - Special City Council Minutes, March 30, 2020

8.3. Approval - Ordinance O-2020-006 amending the FY 2019-20 Budget to adjust revenues, expenditures and utilization of fund balance to include resourcing the pavilion, playscapes, walking trail, equipment upgrades and other items within the General Fund, Water Utility Fund, Crime Control and Prevention District Fund, Capital Improvement/Replacement Fund and Water Utility Capital Replacement Fund (final reading)

8.4. Approval - Selection of septic Tank replacement contractor for City Hall

Alderman Kautz made a motion to approve Consent Agenda Items 8.2 - 8.4 as presented. Alderman Heintzelman seconded the motion.

The motion to approve Consent Agenda Items 8.1 – 8.4 as presented with a unanimous vote.

9. ADJOURNMENT

Mayor Pro Tem Ross made a motion to adjourn the meeting.

Alderman Powers seconded the motion. The meeting adjourned at 8:05 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 8.2

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Accept – Quarterly investment report, period ending March 31, 2020

X

Attachments for Reference:

- a) Quarterly Investment Report, March 31, 2020
- b) Frost Bank Pledged Securities, March 31, 2020
- c) Cash and Investment Balances by Fund, March 31, 2020

BACKGROUND / HISTORY:

Per the Public Funds Investment Act (PFIA) (Chapter 2256.023), quarterly investment reports are required to be submitted to the governing body. The Act requires that all the investment officers sign the report and that it includes a statement that the City funds are maintained in compliance with the PFIA and the City’s investment policy. These reports are also subject to examination by the Independent Auditor during the annual audit.

DISCUSSION: Attachment a) is the required Quarterly Investment Report for the three months ending March 31, 2020. The reported amounts are the bank balances and do not reflect outstanding checks that have not been presented for payment or deposits in transit.

The City’s investment policy requires reporting the portfolio percentage by investments. The following is the breakdown by Security Type.

<u>Investment Portfolio:</u>	<u>Balances</u>	<u>Portfolio %</u>
Pools	\$2,428,354	76.0%
CD’s	\$ 765,648	24.0%

Attachment b) is the Pledged Securities report from BNY Mellon Bank as of March 31, 2020. Total depository funds at Frost were fully collateralized with pledged securities of \$5,580,477 and FDIC coverage of \$250,000.

<u>Depository</u>	<u>Balances</u>
Frost Accounts	\$5,575,096

Attachment c) represents the actual Cash and Investment Balances by all Funds per the general ledger as of March 31, 2020, totaling \$8,779,214. The variance between the reported totals in this report and the Quarterly Investment Report is due to outstanding checks not yet presented for payment and deposits in transit at month end.

COURSES OF ACTION: Accept – March 31, 2020 Quarterly Investment Report or provide guidance as appropriate.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: Accept – March 31, 2020 Quarterly Investment Report

City of Shavano Park, Texas
Quarterly Investment Report
 Period Ending March 31, 2020

	Portfolio Type	Beginning 1/1/2020	Total Deposits / (Withdrawals)	Interest	Ending 3/31/2020	Annualized Rate for the Period	Rate at 3/31/2020	Days To Maturity	Maturity Date
GENERAL FUND 10									
TexStar	Pool	\$ 2,012,336.78	\$ -	\$ 6,794.89	\$ 2,019,131.67	1.3575%	0.5143%	1	n/a
TexPool	Pool	105,169.74	-	365.20	105,534.94	1.3956%	0.5514%	1	n/a
Security Service Credit Union	CD	128,442.71	-	870.78	129,313.49	2.5900%	0.5000%	360	3/25/21
United Federal Credit Union	CD	126,262.45	-	757.01	127,019.46	2.4000%	2.4000%	419	5/24/21
Generations Credit Union	CD	251,705.62	-	1,276.03	252,981.65	2.0300%	2.0300%	135	8/13/20
Total - General Fund Investments		\$ 2,623,917.30	\$ -	\$ 10,063.91	\$ 2,633,981.21				

WATER FUND 20									
TexStar	Pool	\$ 119,540.34	\$ -	\$ 403.68	\$ 119,944.02	1.3575%	0.5143%	1	n/a
TexPool	Pool	376.25	-	1.55	377.80	1.3956%	0.5514%	1	n/a
Security Service Credit Union	CD	128,442.71	-	870.78	129,313.49	2.5900%	0.5000%	360	3/25/21
United Federal Credit Union	CD	126,262.45	-	757.01	127,019.46	2.4000%	2.4000%	419	5/24/21
Total - Water Fund Investments		\$ 374,621.75	\$ -	\$ 2,033.02	\$ 376,654.77				

DEBT SERVICE FUND 30									
TexStar	Pool	\$ 77,679.00	\$ -	\$ 262.32	\$ 77,941.32	1.3575%	0.5143%	1	n/a
TexPool	Pool	105,059.48	-	364.80	105,424.28	1.3956%	0.5514%	1	n/a
Total - Debt Service Fund Investments		\$ 182,738.48	\$ -	\$ 627.12	\$ 183,365.60				

GENERAL FUND 10	Depository	\$ 1,653,071.31	\$ 304,371.58	\$ 5,555.42	\$ 1,962,998.31	1.1867%	1.1900%	1	n/a
WATER FUND 20	Depository	555,090.36	(71,673.19)	1,384.56	484,801.73	1.1867%	1.1900%	1	n/a
DEBT SERVICE FUND 30	Depository	47,647.59	(23,802.46)	177.45	24,022.58	1.1867%	1.1900%	1	n/a
GENERAL CAPITAL REPLACEMENT 70	Depository	2,450,775.50	(83,716.96)	6,396.74	2,373,455.28	1.1867%	1.1900%	1	n/a
CRIME CONTROL DISTRICT 40	Depository	600,703.40	14,123.37	1,627.41	616,454.18	1.1867%	1.1900%	1	n/a
PEG FEE 42	Depository	107,233.27	3,460.93	289.84	110,984.04	1.1867%	1.1900%	1	n/a
MISCELLANEOUS FUNDS	Depository	2,373.95	-	6.31	2,380.26	1.1867%	1.1900%	1	n/a

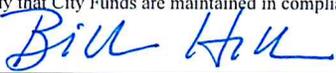
Total - Depository Accounts **\$ 5,416,895.38** **\$ 142,763.27** **\$ 15,437.73** **\$ 5,575,096.38**

All Funds - Investments and Depository Accounts **\$ 8,598,172.91** **\$ 142,763.27** **\$ 28,161.78** **\$ 8,769,097.96**

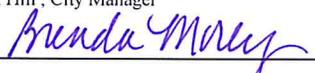
The amounts reflected hereon are the financial institution balance and will not reflect outstanding checks that have not been presented for payment or deposits in transit at March 31, 2020.

The weighted average maturity of investment portfolio (excluding Depository accounts): 74 days. The maximum, per policy, is 270 days.

We certify that City Funds are maintained in compliance with the City's Investment policy strategies and the relevant provisions of the Public Funds Investment Act (Chapter 2256 of the Texas Government Code)

 5/1/2020

Bill Hill, City Manager

 5/18/2020

Brenda Morey, Finance Director

**Tri-Party Collateral Agreement
BNY Mellon as Tri-Party Custodian
Price Report for 31 Mar 2020**

FTSH22 - CITY OF SHAVANO PARK/FRS

Par Amount Cpn Rate	Description Currency	Source Exchange Rate	Account Rate	Mdy	S&P	Fitch	Security Code	Price Maturity	Market Value (USD) Type	Mkt Value + Intr (USD) Issuer	Depository	Collateral Value (USD) Accrued Interest	Accr Int Factor Margin	Price Factor Margin %
1,827.00 5.00000	YSLETA TEX INDPT SCH DIST USD	1.0000000000	8II	ULTD Aaa	AAA		98816PBR2	117.823000 15-Aug-2042	2,152.63 MUBD	01CPDI	DTC	1,967.31 11.42	0.006250 196.73	1.000000 110.00 %
1.00 5.00000	YSLETA TEX INDPT SCH DIST USD	1.0000000000	8II	ULTD Aaa	AAA		98816PBQ4	118.019000 15-Aug-2041	1.18 MUBD	01CPDI	DTC	1.08 0.01	0.006250 0.11	1.000000 110.00 %
14,122.00 4.00000	WALL TEX INDPT SCH DIST USD	1.0000000000	8II	ULTD Aaa			932090FT5	106.249000 15-Feb-2041	15,004.48 MUBD	01COZ4	DTC	15,075.09 70.61	0.005000 1,370.46	1.000000 110.00 %
3,212.00 4.00000	UNIVERSITY TEX PERM UNIV FD USD	1.0000000000	8II	UNIV Aaa	AAA		9151158C6	110.933000 01-Jul-2041	3,563.17 MUBD	03NVVH	DTC	3,594.93 31.76	0.009889 326.81	1.000000 110.00 %
105,000.00 5.00000	TEXAS TRANSN COMMN ST HWY FD R USD	1.0000000000	8II	Aaa	AAA		88283LJF4	113.879000 01-Apr-2034	119,572.95 MUBD	039CET	DTC	122,183.37 2,610.42	0.024861 11,107.58	1.000000 110.00 %
269,488.00 3.21100	TEXAS ST USD	1.0000000000	8II	GO TAXABLE Aaa	AAA	AAA	882724QP5	102.899000 01-Apr-2044	277,300.46 MUBD	01W20P	DTC	279,920.47 2,620.01	0.009722 25,447.32	1.000000 110.00 %
75,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	HWY IMPT GO Aaa	AAA	AAA	882723P52	120.042000 01-Apr-2034	90,031.50 MUBD	01W20P	DTC	91,896.08 1,864.58	0.024861 8,354.19	1.000000 110.00 %
15,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	HWY IMPT GO Aaa	AAA	AAA	882723P45	120.297000 01-Apr-2033	18,044.55 MUBD	01W20P	DTC	18,417.47 372.92	0.024861 1,674.32	1.000000 110.00 %
110,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	GO MOBILITY Aaa	AAA	AAA	8827237C7	125.268000 01-Oct-2034	137,794.80 MUBD	01W20P	DTC	140,529.52 2,734.72	0.024861 12,775.41	1.000000 110.00 %
160,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	GO MOBILITY Aaa	AAA	AAA	8827236W4	125.268000 01-Oct-2034	200,428.80 MUBD	01W20P	DTC	204,406.58 3,977.78	0.024861 18,582.42	1.000000 110.00 %
13,060.00 5.00000	TEXAS ST USD	1.0000000000	8II	GO MOBILITY Aaa	AAA	AAA	8827236V6	125.556000 01-Oct-2033	16,397.61 MUBD	01W20P	DTC	16,722.30 324.69	0.024861 1,520.21	1.000000 110.00 %
110,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	GO BDS Aaa	AAA	AAA	8827234T3	119.725000 01-Apr-2035	131,697.50 MUBD	01W20P	DTC	134,432.22 2,734.72	0.024861 12,221.11	1.000000 110.00 %
1,625,000.00 5.00000	TEXAS ST USD	1.0000000000	8II	GO BDS Aaa	AAA	AAA	8827234P1	120.744000 01-Apr-2031	1,962,090.00 MUBD	01W20P	DTC	2,002,489.31 40,399.31	0.024861 182,044.48	1.000000 110.00 %
4.00 4.00000	TEXAS ST USD	1.0000000000	8II	WTR FINANCAIL Aaa	AAA	AAA	8827232F5	111.619000 01-Aug-2041	4.46 MUBD	01W20P	DTC	4.49 0.03	0.006556 0.41	1.000000 110.00 %
6,887.00 4.00000	SEALY TEX INDPT SCH DIST USD	1.0000000000	8II	ULTD Aaa	AAA		812149PW6	107.786000 15-Feb-2041	7,423.22 MUBD	01COET	DTC	7,457.66 34.44	0.005000 677.97	1.000000 110.00 %
13,092.00 4.00000	SAN ANTONIO TEX INDPT SCH DIST USD	1.0000000000	8II	Aaa		AAA	796269WZ7	106.980000 15-Aug-2041	14,005.82 MUBD	01COBY	DTC	14,071.28 65.46	0.005000 1,279.21	1.000000 110.00 %
65,000.00 3.00000	SAN ANTONIO TEX ELEC & GAS REV USD	1.0000000000	8II	Aa1	AA	AA+	7962535W8	108.385000 01-Feb-2031	70,450.25 MUBD	02V8X7	DTC	70,769.83 319.58	0.004917 6,433.62	1.000000 110.00 %
50,000.00 5.00000	PROSPER TEX INDPT SCH DIST USD	1.0000000000	8II	SCH Aaa	AAA		743600XD5	116.403000 15-Feb-2041	58,201.50 MUBD	01COOK	DTC	58,514.00 312.50	0.006250 5,319.45	1.000000 110.00 %
15,000.00 5.00000	PECOS BARSTOW TOYAH TEX INDPT USD	1.0000000000	8II	Aaa	AAA		705227FD3	122.151000 15-Feb-2032	18,322.65 MUBD	01CNWQ	DTC	18,416.40 93.75	0.006250 1,674.22	1.000000 110.00 %
17,078.00 3.25000	PECOS BARSTOW TOYAH TEX INDPT USD	1.0000000000	8II	Aaa	AAA		705227FC5	109.643000 15-Feb-2031	18,724.83 MUBD	01CNWQ	DTC	18,794.21 69.38	0.004063 1,708.56	1.000000 110.00 %
5,296.00 5.00000	NEW CANEY TEX INDPT SCH DIST USD	1.0000000000	8II	ULTD Aaa		AAA	643154DA2	120.503000 15-Feb-2042	6,381.84 MUBD	01CNKH	DTC	6,414.94 33.10	0.006250 583.18	1.000000 110.00 %

**Tri-Party Collateral Agreement
BNY Mellon as Tri-Party Custodian
Price Report for 31 Mar 2020**

FTSH22 - CITY OF SHAVANO PARK/FRS

Par Amount	Description	Source Account	Price	Market Value (USD)	Mkt Value + Intr (USD)	Collateral Value (USD)	Accr Int Factor	Price Factor
Cpn Rate	Currency	Exchange Rate	Maturity	Type	Issuer	Accrued Interest	Margin	Margin %
90,000.00	MONTGOMERY TEX INDPT SCH DIST	SCH DIST	107.843000	97,058.70	97,508.70	88,644.27	0.005000	1.000000
4.00000	USD	1.0000000000	15-Feb-2041	MUBD	01CNF5	450.00	8,864.43	110.00 %
964,081.00	LIBERTY HILL TEX INDPT SCH DIS	SCH DIS	119.595000	1,152,992.67	1,160,892.78	1,055,357.07	0.008194	1.000000
5.00000	USD	1.0000000000	01-Feb-2049	MUBD	01CMZ4	7,900.11	105,535.71	110.00 %
6,861.00	LIBERTY EYLAU TEX INDPT SCH DI ULTD	SCH DI ULTD	107.391000	7,368.10	7,402.40	6,729.46	0.005000	1.000000
4.00000	USD	1.0000000000	15-Feb-2041	MUBD	01CMZ2	34.30	672.95	110.00 %
54,272.00	LEWISVILLE TEX INDPT SCH DIST ULTD	SCH DIST ULTD	113.888000	61,809.30	62,080.66	56,436.96	0.005000	1.000000
4.00000	USD	1.0000000000	15-Aug-2026	MUBD	01CMYR	271.36	5,643.70	110.00 %
3,447.00	LAKE DALLAS TEX INDPT SCH DIST	SCH DIST	115.738000	3,989.49	4,011.03	3,646.39	0.006250	1.000000
5.00000	USD	1.0000000000	15-Aug-2041	MUBD	01CMT0	21.54	364.64	110.00 %
10,703.00	KLEIN TEX INDPT SCH DIST	SCH DIST	118.184000	12,649.23	12,736.94	11,579.04	0.008194	1.000000
5.00000	USD	1.0000000000	01-Aug-2041	MUBD	01CMPT	87.71	1,157.90	110.00 %
65,000.00	KATY TEX INDPT SCH DIST	SCH DIST	127.259000	82,718.35	83,124.60	75,567.82	0.006250	1.000000
5.00000	USD	1.0000000000	15-Feb-2028	MUBD	01CMM2	406.25	7,556.78	110.00 %
18.00	KATY TEX INDPT SCH DIST	SCH DIST	116.765000	21.02	21.13	19.21	0.006250	1.000000
5.00000	USD	1.0000000000	15-Feb-2040	MUBD	01CMM2	0.11	1.92	110.00 %
31,050.00	KATY TEX INDPT SCH DIST	SCH DIST	117.007000	36,330.67	36,524.74	33,204.31	0.006250	1.000000
5.00000	USD	1.0000000000	15-Feb-2039	MUBD	01CMM2	194.06	3,320.43	110.00 %
25,468.00	HUMBLE TEX INDPT SCH DIST	SCH DIST	106.921000	27,230.64	27,326.15	24,841.95	0.003750	1.000000
3.00000	USD	1.0000000000	15-Feb-2031	MUBD	01CMFA	95.50	2,484.20	110.00 %
115,000.00	HUMBLE TEX INDPT SCH DIST	SCH DIST	108.696000	125,000.40	125,575.40	114,159.45	0.005000	1.000000
4.00000	USD	1.0000000000	15-Feb-2041	MUBD	01CMFA	575.00	11,415.95	110.00 %
8,139.00	HAYS TEX CONS INDPT SCH DIST	SCH DIST	111.426000	9,068.96	9,109.66	8,281.51	0.005000	1.000000
4.00000	USD	1.0000000000	15-Aug-2036	MUBD	01CM70	40.70	828.15	110.00 %
2,087.00	FRISCO TEX INDPT SCH DIST	SCH DIST	119.873000	2,501.75	2,514.79	2,286.18	0.006250	1.000000
5.00000	USD	1.0000000000	15-Aug-2037	MUBD	01CLE5	13.04	228.62	110.00 %
124,717.00	FORT WORTH TEX INDPT SCH DIST	SCH DIST	108.225000	134,974.97	135,442.66	123,129.69	0.003750	1.000000
3.00000	USD	1.0000000000	15-Feb-2029	MUBD	01CLBX	467.69	12,312.97	110.00 %
35,001.00	FLORIDA ST BRD ED PUB ED	PUB ED	100.654000	35,229.91	35,808.40	32,553.09	0.016528	1.000000
5.00000	USD	1.0000000000	01-Jun-2020	MUBD	02LP79	578.49	3,255.31	110.00 %
108,064.00	DENTON TEX INDPT SCH DIST	SCH DIST	121.184000	130,956.28	131,631.68	119,665.16	0.006250	1.000000
5.00000	USD	1.0000000000	15-Aug-2048	MUBD	01CKUN	675.40	11,966.52	110.00 %
4.00	DENTON CNTY TEX	PERM IMPT	101.140000	4.05	4.09	3.72	0.010417	1.000000
5.00000	USD	1.0000000000	15-Jul-2030	MUBD	01CKUF	0.04	0.37	110.00 %
95,000.00	DALLAS TEX WTRWKS & SWR SYS RE	SWR SYS RE	108.449000	103,026.55	104,915.99	95,378.18	0.019889	1.000000
4.00000	USD	1.0000000000	01-Oct-2041	MUBD	02OB80	1,889.44	9,537.82	110.00 %
126,447.00	CYPRESS-FAIRBANKS TEX INDPT SC	INDPT SC	105.484000	133,381.35	133,855.53	121,686.85	0.003750	1.000000
3.00000	USD	1.0000000000	15-Feb-2044	MUBD	01CKRE	474.18	12,168.68	110.00 %
2.00	CYPRESS-FAIRBANKS TEX INDPT SC	INDPT SC	110.485000	2.21	2.22	2.02	0.005000	1.000000
4.00000	USD	1.0000000000	15-Feb-2041	MUBD	01CKRE	0.01	0.20	110.00 %
34,880.00	CROWLEY TEX INDPT SCH DIST	SCH DIST	115.332000	40,227.80	40,456.46	36,778.60	0.006556	1.000000
4.00000	USD	1.0000000000	01-Aug-2043	MUBD	01CKQV	228.66	3,677.86	110.00 %
5,200.00	CONROE TEX INDPT SCH DIST	SCH DIST	111.010000	5,772.52	5,798.52	5,271.38	0.005000	1.000000
4.00000	USD	1.0000000000	15-Feb-2041	MUBD	01CKMB	26.00	527.14	110.00 %

**Tri-Party Collateral Agreement
BNY Mellon as Tri-Party Custodian
Price Report for 31 Mar 2020**

FTSH22 - CITY OF SHAVANO PARK/FRS

Par Amount Cpn Rate	Description Currency	Source Account Exchange Rate	Account Mdy	S&P	Fitch	Security Code	Price Maturity	Market Value (USD) Type	Mkt Value + Intr (USD) Issuer	Collateral Value (USD) Accrued Interest	Accr Int Factor Margin	Price Factor Margin %
27,903.00 2.62500	USD	CHANNELVIEW TEX INDPT SCH DIST	8II	Aaa		159195XU5	101.609000 15-Aug-2040	28,351.96 MUBD	28,443.52 01CKHO	25,857.74 91.56	0.003281	1.000000 110.00 %
13,955.00 2.50000	USD	CHANNELVIEW TEX INDPT SCH DIST	8II	Aaa		159195XQ4	101.337000 15-Aug-2036	14,141.58 MUBD	14,185.19 01CKHO	12,895.63 43.61	0.003125	1.000000 110.00 %
322,944.00 5.00000	USD	BIRDVILLE TEX INDPT SCH DIST ULTD	8II	AAA	AAA	090874JR0	114.635000 15-Feb-2040	370,206.85 MUBD	372,225.25 01CK2H	338,386.59 2,018.40	0.006250	1.000000 110.00 %
156,682.00 4.00000	USD	BEXAR CNTY TEX LTD TAX REF	8II	Aaa	AAA	088281VG2	112.254000 15-Jun-2040	175,881.81 MUBD	177,709.77 01CK21	161,554.34 1,827.96	0.011667	1.000000 110.00 %
74,636.00 5.00000	USD	BEXAR CNTY TEX LTD TAX REF	8II	Aaa	AAA	088281B33	118.312000 15-Jun-2043	88,303.34 MUBD	89,391.79 01CK21	81,265.26 1,088.44	0.014583	1.000000 110.00 %
1.00 5.00000	USD	AUBREY TEX INDPT SCH DIST ULTD	8II	Aaa		050195SF4	115.923000 15-Feb-2041	1.16 MUBD	1.17 01CJT8	1.06 0.01	0.006250	1.000000 110.00 %
12,530.00 4.00000	USD	ARLINGTON TEX INDPT SCH DIST ULTD	8II	Aaa	AAA	041826X52	107.624000 15-Feb-2041	13,485.29 MUBD	13,547.94 01CJSK	12,316.31 62.65	0.005000	1.000000 110.00 %

Total

5,188,159.00	6,060,281.12	6,138,524.52	5,580,476.83	558,047.68
			78,243.40	

Account: FTSH22 Account Name: CITY OF SHAVANO PARK/FRS

Start Date:	01-Mar-2018	End Date:	31-Mar-2022
Repo Repricing Rate:	0.0000%	Deal Currency:	USD
Deal Amount:	5,580,476.16	Unwind Amount:	5,580,476.16
Deal Value -> Today:	5,580,476.16	-> Next Business Day:	5,580,476.16
Listed Positions:	50	Listed Securities Par	5,188,159.00

- 1) Listed Securities Market Value : 6,060,281.12
- 2) + Listed Securities Accrued Interest : 78,243.40
- 3) = Listed Securities Total Value : 6,138,524.52
- 4) + Cash Total Pledged : 0.00
- 5) + Unlisted, Margined Securities Value : 0.00
- 6) - Listed Securities Margin Amount : 558,047.68
- 7) - Cash Collateral Margin Amount : 0.00
- 8) = Total Securities + Cash Coll Value : 5,580,476.83
- 9) = Total Required Collateral Value : 5,580,476.16

**Tri-Party Collateral Agreement
BNY Mellon as Tri-Party Custodian
Price Report for 31 Mar 2020**

Grand Totals : Number of Accounts:	1		
Deal Amount:	5,580,476.16	Unwind Amount:	5,580,476.16
Deal Value -> Today:	5,580,476.16	-> Next Business Day:	5,580,476.16
Listed Positions:	50	Listed Securities Par Value:	5,188,159.00

1) Listed Securities Market Value	:	6,060,281.12
2) + Listed Securities Accrued Interest	:	78,243.40
3) = Listed Securities Total Value	:	6,138,524.52
4) + Cash Total Pledged	:	0.00
5) + Unlisted, Margined Securities Value	:	0.00
6) - Listed Securities Margin Amount	:	558,047.68
7) - Cash Collateral Margin Amount	:	0.00
8) = Total Securities + Cash Coll Value	:	5,580,476.83
9) = Total Required Collateral Value	:	5,580,476.16

**BROKER DEALER SERVICES DIVISION
PRICING, INDICATIVE DATA AND OTHER DISCLOSURES**

The prices of financial assets and indicative data reported or reflected in reports furnished by the Broker Dealer Services Division (BDS) of The Bank of New York Mellon (BNYM) generally are provided by data providers and ratings agencies ("vendors") used by BDS in the ordinary course of business. Trust receipts will be valued based on the face amount of the underlying financial assets, as set forth therein. Prices and indicative data are not independently verified, and may contain errors or omissions.

With respect to certain newly issued financial assets, if vendors do not provide prices, such financial assets will be valued at par or the new issue price for up to three business days. Thereafter, such financial assets will be valued at zero.

With respect to certain financial assets other than new issues, vendors may not provide prices and may not update prices previously provided on a regular basis. If vendors do not provide prices or update previously reported prices within three business days, such financial assets will be valued at zero, unless other arrangements are agreed in writing.

Notwithstanding the foregoing, certain hard-to-price, thinly traded or illiquid financial assets are valued monthly with no adjustment during the interim period (details are available upon request by contacting BDS).

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With respect to certain financial assets that are not widely held or regularly traded, vendors may report prices based on valuation models which reflect underlying non-observable assumptions that may not be accurate or complete and such models and/or prices may not be regularly adjusted.

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Unless otherwise agreed in writing, financial assets held as collateral may include financial assets in default, provided that the prices of such financial assets are made available to BNYM by a vendor which BNYM uses generally for valuing such financial assets.

Unless otherwise agreed in writing, financial assets held as collateral may include financial assets issued by your transaction counterparty or its subsidiaries or affiliates.

Average Traded Volume data is obtained from primary or secondary securities exchanges.

Market data, which is subject to availability, may or may not be current.

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CITY OF SHAVANO PARK

CASH & INVESTMENT BALANCES BY FUND (fund number)	March 31, 2020
General Fund (10)	\$ 4,049,233
Water Fund (20)	277,712
Water Capital Replacement Fund (72)	527,106
Debt Service Fund (30)	157,227
Crime Control District Fund (40)	612,312
PEG Funds (42)	110,927
Oak Wilt Fund (45)	100,702
Street Maintenance Fund (48)	513,761
Court Security/Technology (50)	60,819
Child Safety Fund (52)	2,548
LEOSE Fund (53)	548
GF Capital Replacement Fund (70)	2,363,939
Pet Documentation and Rescue Fund (75)	2,380
Total Cash & Investments *	\$ 8,779,214

* Total cash and investments includes all amounts per the general ledger, not balances at bank. Example reconciling items would be deposits in transit and outstanding checks, not yet presented for payment.

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 8.3

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - Resolution R-2020-011 by the City Council of the City of Shavano Park, Texas appointing members to the Board of Directors of the City of Shavano Park, Texas Higher Education Facilities Corporation; and other matters in connection therewith – City Manager

x

Attachments for Reference: 1) Resolution R-2020-011

BACKGROUND / HISTORY:

The City of Shavano Park, Texas created the City of Shavano Park, Texas Higher Education Facilities Corporation (HEFC) on October 19, 1999. The creation of the corporation is authorized pursuant to Section 53.35 (b) of the Texas Education Code (Code) and facilitates the ability of non-profit educational institutions such as San Antonio Christian Schools to obtain tax-exempt debt thru the corporation. This type of conduit allows the corporation to issue debt for the institutions, but the City has no financial burden per the language required by the Code. In 1999, the HEFC supported the debt of San Antonio Christian Schools and received a one-time fee of \$35,000.

In November 2014, Shavano Park City Council reinstated the HEFC. In March 2015, City Council approved minor revisions to the Bylaws and Articles. On March 23, 2015, the Board of Directors of the HEFC authorized and approved the issuance of bonds in support of the Montessori School of San Antonio for a fee of \$25,000.

In June 2016, the Board of Directors of the HEFC authorized and approved the issuance of bonds in support of the Schreiner University for a fee of \$15,000.

The last Board appointments were approved at the June 26, 2017 City Council meeting by Resolution R-2017-008.

Short excerpts on board members' powers, number and terms of office from the Corporation's Articles of Corporation:

Section 2.1. Powers, Number and Term of Office. The property and affairs of the Corporation shall be managed and controlled by the Board of Directors and, subject to the restrictions imposed by law, the Articles of Incorporation and these Bylaws, the Board of Directors shall exercise all of the powers of the Corporation.

The Board of Directors shall consist of not less than seven nor more than eleven directors, each of whom shall be appointed by the governing body of the City. Any member of the City's governing body may serve on the Board of Directors.

The directors constituting the first Board of Directors shall be those directors named in the Articles of Incorporation, each of whom, as well as any subsequent directors, shall serve for a term of two years or until his or her successor is appointed by the governing body of the City.

Section 3.4. Treasurer. The treasurer shall have custody of all the funds and securities of the HEFC which come into his hands. When necessary or proper, he may endorse, on behalf of the HEFC, for collection, checks, notes, and other obligations and shall deposit the same to the credit of the HEFC in such bank or banks or depositories as shall be designated in the manner prescribed by the Board of Directors; he may sign all receipts and vouchers for payment made to the HEFC, either alone or jointly with such other officer as is designated by the Board of Directors; whenever required by the Board of Directors, he shall render a statement of his cash account; he shall enter or cause to be entered regularly in the books of the HEFC to be kept by him for that purpose full and accurate amounts of all moneys received and paid out on account of the HEFC; he shall perform all acts incident to the position of treasurer subject to the control of the Board of Directors; he shall, if required by the Board of Directors, give such bond for the faithful discharge of his duties in such form and amount as the Board of Directors may require. The office of treasurer may be held by an employee of the City as appointed by the City Manager and approved by the Board of Directors.

DISCUSSION: The City should update the Board Members (seven positions). Historically, the Board of Directors has consisted of the six council members and one citizen. Of the seven positions, the positions held by former Aldermen Bob Heintzelman, Mary Ann Hisel and Mike Simpson require updating. Staff also recommend updating the Treasurer to Finance Director Brenda Morey.

Robert Werner	President
Michele Bunting Ross	Vice President
Brenda Morey	Treasurer
Konrad Kuykendall	Director
Lee Powers	Director
Maggi Kautz	Director
Mike Colemere	Director
Al Walea	Secretary

COURSES OF ACTION: Appoint Alderman Konrad Kuykendall, Maggi Kautz and Lee Powers as Directors and Finance Director Brenda Morey as Treasurer.

NOTE: The Board of Directors may ratify, confirm, or change its officers at its next meeting.

FINANCIAL IMPACT: No impact to this specific action, but this action will enable fee revenues to the City in the future.

MOTION REQUESTED: Approve Resolution R-2020-011 appointing members to the Board of Directors of the City of Shavano Park, Texas Higher Education Facilities Corporation.

RESOLUTION R-2020-011

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS APPOINTING MEMBERS TO THE BOARD OF DIRECTORS OF THE CITY OF SHAVANO PARK, TEXAS HIGHER EDUCATION FACILITIES CORPORATION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City Council (the *Governing Body*) of the City of Shavano Park, Texas (the *City*) previously created and there now exists the City of Shavano Park, Texas Higher Education Facilities Corporation (the *Corporation*), which Corporation exists for the sole and exclusive purpose of aiding nonprofit educational insitutions in providing educational facilities and housing facilities and facilities which are incidental, subordinate, or related thereto or appropriate in connection therewith under the provisions of Chapter 53 and Chapter 53A, as amended, Texas Education Code (the *Act*); and

WHEREAS, the Governing Body previously reviewed and approved the Corporation’s Articles of Incorporation, as amended (the *Articles*) and Bylaws; and

WHEREAS, Article II of the Corporation’s Bylaws provides that the members of the Corporation’s Board of Directors shall be appointed by the Governing Body for a two year term (which terms shall be extended until the successor thereto is appointed by the Governing Body); and

WHEREAS, the Governing Body has determined that it shall now appoint members to the Corporation’s Board of Directors for terms commencing on May 18, 2020 and concluding on May 18, 2022 (or until reappointment or successor members have been identified and appointed);

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

Section 1. The Governing Body hereby appoints the following persons to serve as members of the Corporation’s Board of Directors for the duration of the term identified in the preamble to this Resolution:

- | | |
|----------------------|----------------|
| Robert Werner | President |
| Michele Bunting Ross | Vice-President |
| Brenda Morey | Treasurer |
| Konrad Kuykendall | Director |
| Lee Powers | Director |
| Maggi Kautz | Director |
| Mike Colemere | Director |
| Al Walea | Secretary |

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

Section 3. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Resolution shall be in force and effect from and after its final passage and it is so resolved.

PASSED AND APPROVED by the City Council of the City of Shavano Park on the 18th day of May, 2020.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 8.4

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: 8.4. Approval – Resolutions R-2020-013 Municipal Maintenance Agreement (MMA) between TxDOT and the City of Shavano Park

Attachments for Reference:

- 1) 8.4a Proposed TxDOT MMA Agreement
- 2) 8.4b 1969 TxDOT MMA Agreement

BACKGROUND / HISTORY: The last MMA agreement signed between the City and Texas Department of Transportation (TxDOT) was in June 1969 (attachment 8.4b).

DISCUSSION: TxDOT requests the City sign a new, updated maintenance agreement (attachment 8.4a).

TxDOT has a standard template for the MMA. There are two sections that list “City Responsibilities” – (non-controlled access and controller access). Because NW Mil Hwy is a non-controlled access, only those responsibilities apply. While this MMA updates TxDOT and City responsibilities, it represents how we are currently operating and the City does not see any issues within.

COURSES OF ACTION: Approve as presented or provide guidance

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Resolutions R-2020-013 Municipal Maintenance Agreement (MMA) between TxDOT and the City of Shavano Park

RESOLUTION No R-2020-013

A RESOLUTION APPROVING THE MUNICIPAL MAINTENANE AGREEMENT (MMA) BETWEEN THE CITY OF SHAVANO PARK AND TxDOT

WHEREAS, a resolution (R-2020-013) approving the agreement dated May 18, 2020, between the State of Texas and the City of Shavano Park, for the maintenance, control, supervision and regulation of certain State Highways and / or portions of State Highways in the City of Shavano Park and providing for the execution of said agreement ; and declaring an emergency; and

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

SECTION 1. That the certain agreement dated _____, between the State of Texas and the City of Shavano Park for the maintenance, control, supervision and regulation of the certain State Highways and / or portions of State Highways in the City of Shavano Park be and the same, is hereby approved; and that City Manager Bill Hill is hereby authorized to execute said agreement on behalf of the City of Shavano Park and to transmit the same to the State of Texas for appropriate action.

PASSED AND APPROVED by the City Council of the City of Shavano Park this the 18th day of May 2020.

Robert Werner
Mayor

Zina Tedford
City Secretary



MUNICIPAL MAINTENANCE AGREEMENT

Form 1038
(Rev. 03/12)
Page 1 of 6

STATE OF TEXAS §

COUNTY OF TRAVIS §

THIS AGREEMENT made this _____ day of _____, 20____, by and between the State of Texas, hereinafter referred to as the "State," party of the first part, and the City of _____ (population _____, 2010, latest Federal Census) acting by and through its duly authorized officers, hereinafter called the "City," party of the second part.

WITNESSETH

WHEREAS, Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

WHEREAS, Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

WHEREAS, the Executive Director, acting for and in behalf of the Texas Transportation Commission, has made it known to the City that the State will assist the City in the maintenance and operation of State highways within such City, conditioned that the City will enter into agreements with the State for the purpose of determining the responsibilities of the parties thereto; and

WHEREAS, the City has requested the State to assist in the maintenance and operation of State highways within such City:

AGREEMENT

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed, it is agreed as follows:

For this agreement, the use of the words "State Highway" shall be construed to mean all numbered highways that are part of the State's Highway System.

COVERAGE

1. This agreement is intended to cover and provide for State participation in the maintenance and operation of the following classifications of State Highways within the City:
 - A. Non-Controlled Access highways or portions thereof which are described and/or graphically shown as "State Maintained and Operated" highways in Exhibit "A," which is attached hereto and made a part hereof.
 - B. All State highways or portions thereof which have been designated by the Texas Transportation Commission or maintained and operated as Controlled Access Highways and which are described and/or graphically shown in Exhibit "B," which is attached hereto and made a part hereof.
2. In the event that the present system of State highways within the City is changed by cancellation, modified routing, or new routes, the State will terminate maintenance and operation and this agreement will become null and void on those portions of the highways which are no longer on the State Highway System; and the full effect and all conditions of this agreement will apply to the changed highways or new highways on the State Highway System within the City; and they shall be classified as "State Maintained and Operated" under paragraph 1 above, unless the execution of a new agreement on the changed or new portions of the highways is requested by either the City or the State.
3. Exhibits that are a part of this agreement may be changed with both parties' written concurrence. Additional exhibits may also be added with both parties' written concurrence.

GENERAL CONDITIONS

1. The City authorizes the State to maintain and operate the State highways covered by this agreement in the manner set out herein.
2. This agreement is between the State and the City only. No person or entity may claim third party beneficiary status under this contract or any of its provisions, nor may any non-party sue for personal injuries or property damage under this contract.
3. This agreement is for the purpose of defining the authority and responsibility of both parties for maintenance and operation of State highways through the City. This agreement shall supplement any special agreements between the State and the City for the maintenance, operation, and/or construction of the State highways covered herein, and this agreement shall supersede any existing Municipal Maintenance Agreements.
4. Traffic regulations, including speed limits, will be established only after traffic and engineering studies have been completed by the State and/or City and approved by the State.
5. The State will erect and maintain all traffic signs and associated pavement markings necessary to regulate, warn, and guide traffic on State highways within the State right-of-way except as mentioned in this paragraph and elsewhere in this agreement. At the intersections of off-system approaches to State highways, the City shall install and maintain all stop signs, yield signs, and one-way signs and any necessary stop or yield bars and pedestrian crosswalks outside the main lanes or outside the frontage roads, if such exist. The City shall install and maintain all street name signs except for those mounted on State maintained traffic signal poles or arms or special advance street name signs on State right-of-way. All new signs installed by the City on State right-of-way shall meet or exceed the latest State breakaway standards and be in accordance with the *Texas Manual on Uniform Traffic Control Devices*, latest edition and revision. All existing signs shall be upgraded on a maintenance replacement basis to meet these requirements.
6. Subject to approval by the State, any State highway lighting system may be installed by the City provided the City shall pay or otherwise provide for all cost of installation, maintenance, and operation except in those installations specifically covered by separate agreements between the City and State.

7. The City shall enforce the State laws governing the movement of loads which exceed the legal limits for weight, length, height, or width as prescribed by Chapters 621, 622, and 623 of the Transportation Code for public highways outside corporate limits of cities. The City shall also, by ordinance/resolution and enforcement, prescribe and enforce lower weight limits when mutually agreed by the City and the State that such restrictions are needed to avoid damage to the highway and/or for traffic safety.
8. The City shall prevent future encroachments within the right-of-way of the State highways and assist in removal of any present encroachments when requested by the State except where specifically authorized by separate agreement; and prohibit the planting of trees or shrubbery or the creation or construction of any other obstruction within the right-of-way without prior approval in writing from the State.
9. Traffic control devices such as signs, traffic signals, and pavement markings, with respect to type of device, points of installation and necessity, will be determined by traffic and engineering studies. The City shall not install, maintain, or permit the installation of any type of traffic control device which will affect or influence the use of State highways unless approved in writing by the State. Traffic control devices installed prior to the date of this agreement are hereby made subject to the terms of this agreement and the City agrees to the removal of such devices which affect or influence the use of State highways unless their continued use is approved in writing by the State. It is understood that basic approval for future installations of traffic control signals by the State or as a joint project with the City, will be indicated by the proper City official's signature on the title sheet of the plans. Both parties should retain a copy of the signed title sheet or a letter signed by both parties acknowledging which signalized intersections are covered by this agreement. Any special requirements not covered within this agreement will be covered under a separate agreement.
10. New construction of sidewalks, ramps or other accessibility related items shall comply with current ADA standards. The city is responsible for the maintenance of these items.
11. If the City has a driveway permit process that has been submitted to and approved by the State, the City will issue permits for access driveways on State highway routes and will assure the grantee's conformance, for proper installation and maintenance of access driveway facilities, with either a Local Access Management Plan that the City has adopted by ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted to the State a Local Access Management Plan, the State's "Regulations for Access Driveways to State Highways" and the State's Access Management Manual. If the City does not have an approved city-wide driveway permit process, the State will issue access driveway permits on State highway routes in accordance with the City's Local Access Management Plan, adopted by city ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted a Local Access Management Plan, the State's "Regulations for Access Driveways to State Highways" and the State's Access Management Manual.
12. The use of unused right-of-way and areas beneath structures will be determined by a separate agreement

NON-CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall be applicable to non-controlled access State highways in addition to the "General Conditions" contained herein above. Non-controlled access State highways or portions thereof covered by this section are those listed and/or graphically shown in Exhibit "A."

State's Responsibilities (Non-Controlled Access)

1. Maintain the traveled surface and foundation beneath such traveled surface necessary for the proper support of same under vehicular loads encountered and maintain the shoulders.
2. Assist in mowing and litter pickup to supplement City resources when requested by the City and if State resources are available.
3. Assist in sweeping and otherwise cleaning the pavement to supplement City resources when requested by the City and if State resources are available.

4. Assist in snow and ice control to supplement City resources when requested by the City and if State resources are available.
5. Maintain drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility within its corporate limits.
6. Install, maintain, and operate, when required, normal regulatory, warning and guide signs and normal markings (except as provided under "General Conditions" in paragraph 5). In cities with less than 50,000 population, this also includes school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads. This does not include other pedestrian crosswalks. Any other traffic striping desired by the City may be placed and maintained by the City subject to written State approval.
7. Install, operate, and maintain traffic signals in cities with less than 50,000 population.
8. In cities equal to or greater than 50,000 population, the State may provide for installation of traffic signals when the installation is financed in whole or in part with federal-aid funds if the City agrees to enter into an agreement setting forth the responsibilities of each party.

City's Responsibilities (Non-Controlled Access)

1. Prohibit angle parking, except upon written approval by the State after traffic and engineering studies have been conducted to determine if the State highway is of sufficient width to permit angle parking without interfering with the free and safe movement of traffic.
2. Install and maintain all parking restriction signs, pedestrian crosswalks [except as provided in paragraph 6 under "State's Responsibilities (Non-Controlled Access)"], parking stripes and special guide signs when agreed to in writing by the State. Cities greater than or equal to 50,000 population will also install, operate, and maintain all school safety devices and school crosswalks.
3. Signing and marking of intersecting city streets with State highways will be the full responsibility of the City (except as provided under "General Conditions" in paragraph 5).
4. Require installations, repairs, removals or adjustments of publicly or privately owned utilities or services to be performed in accordance with Texas Department of Transportation specifications and subject to approval of the State in writing.
5. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State. The assistance by the State in maintenance of drainage facilities does not relieve the City of its responsibility for drainage of the State highway facility within its corporate limits except where participation by the State is specifically covered in a separate agreement between the City and the State.
6. Install, maintain, and operate all traffic signals in cities equal to or greater than 50,000 population. Any variations will be handled by a separate agreement.
7. Perform mowing and litter pickup.
8. Sweep and otherwise clean the pavement.
9. Perform snow and ice control.

CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall be applicable to controlled access highways in addition to the "General Conditions" contained herein above. Controlled access State highways or portions thereof covered by this section are those listed and/or graphically shown in Exhibit "B."

State's Responsibilities (Controlled Access)

1. Maintain the traveled surface of the through lanes, ramps, and frontage roads and foundations beneath such traveled surface necessary for the proper support of same under vehicular loads encountered.
2. Mow and clean up litter within the outermost curbs of the frontage roads or the entire right-of-way width where no frontage roads exist and assist in performing these operations between the right-of-way line and the outermost curb or crown line of the frontage roads in undeveloped areas.
3. Sweep and otherwise clean the through lanes, ramps, separation structures or roadways and frontage roads.
4. Remove snow and control ice on the through lanes and ramps and assist in these operations as the availability of equipment and labor will allow on the frontage roads and grade separation structures or roadways.
5. Except as provided under "General Conditions" in paragraph 5, the State will install and maintain all normal markings and signs, including sign operation if applicable, on the main lanes and frontage roads. This includes school safety devices, school crosswalks and crosswalks installed on frontage roads in conjunction with pedestrian signal heads. It does not include other pedestrian crosswalks.
6. Install, operate and maintain traffic signals at ramps and frontage road intersections unless covered by a separate agreement.
7. Maintain all drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the highway facility within its corporate limits.

City's Responsibilities (Controlled Access)

1. Prohibit, by ordinance or resolution and through enforcement, all parking on frontage roads except when parallel parking on one side is approved by the State in writing. Prohibit all parking on main lanes and ramps and at such other places where such restriction is necessary for satisfactory operation of traffic, by passing and enforcing ordinances/resolutions and taking other appropriate action in addition to full compliance with current laws on parking.
2. When considered necessary and desirable by both the City and the State, the City shall pass and enforce an ordinance/resolution providing for one-way traffic on the frontage roads except as may be otherwise agreed to by separate agreements with the State.
3. Secure or cause to be secured the approval of the State before any utility installation, repair, removal or adjustment is undertaken, crossing over or under the highway facility or entering the right-of-way. In the event of an emergency, it being evident that immediate action is necessary for protection of the public and to minimize property damage and loss of investment, the City, without the necessity of approval by the State, may at its own responsibility and risk make necessary emergency utility repairs, notifying the State of this action as soon as practical.
4. Pass necessary ordinances/resolutions and retain its responsibility for enforcing the control of access to the expressway/freeway facility.
5. Install and maintain all parking restriction signs, pedestrian crosswalks (except as mentioned above in paragraph 5 under "State's Responsibilities") and parking stripes when agreed to by the State in writing. Signing and marking of intersecting city streets to State highways shall be the full responsibility of the City (except as discussed under "General Conditions" in paragraph 5).

TERMINATION

All obligations of the State created herein to maintain and operate the State highways covered by this agreement shall terminate if and when such highways cease to be officially on the State highway system; and further, should either party fail to properly fulfill its obligations as herein outlined, the other party may terminate this agreement upon 30 days written notice. Upon termination, all maintenance and operation duties on non-controlled access State highways shall revert to City responsibilities, in accordance with Chapter 311 of the Texas Transportation Code. The State shall retain all maintenance responsibilities on controlled access State highways in accordance with the provisions of Chapter 203 of the Texas Transportation Code and 23 United States Code Section 116.

Said State assumption of maintenance and operations shall be effective the date of execution of this agreement by the Texas Department of Transportation.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City of _____

on the _____ day of _____, 20____, and the Texas Department of Transportation, on the _____ day of _____, 20_____.

ATTEST:

CITY OF _____
BY _____
(Title of Signing Official)

THE STATE OF TEXAS

Executed and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, and established policies or work programs heretofore approved and authorized by the Texas Transportation Commission

BY _____
(District Engineer)
_____ District

The Texas Department of Transportation maintains the information collected through this form. With few exceptions, you are entitled on request to be informed about the information that we collect about you. Under Sections 552.021 and 552.023 of the Government Code, you also are entitled to receive and review this information. Under Section 559.004 of the Government Code, you are also entitled to have us correct information about you that is incorrect. For more information, call 512/416-3048.

NOTE: To be executed in duplicate and supported by Municipal Maintenance Ordinance/Resolution and City Secretary Certificate.

STATE OF TEXAS §

COUNTY OF BEXAR §

I, _____, the duly appointed, qualified and acting city secretary of the City of _____, Texas, hereby certify that the foregoing pages constitute a true and correct copy of an ordinance duly passed by the City Council at a meeting held on _____, A.D., 20 ____, at _____ o'clock a.m. p.m. .

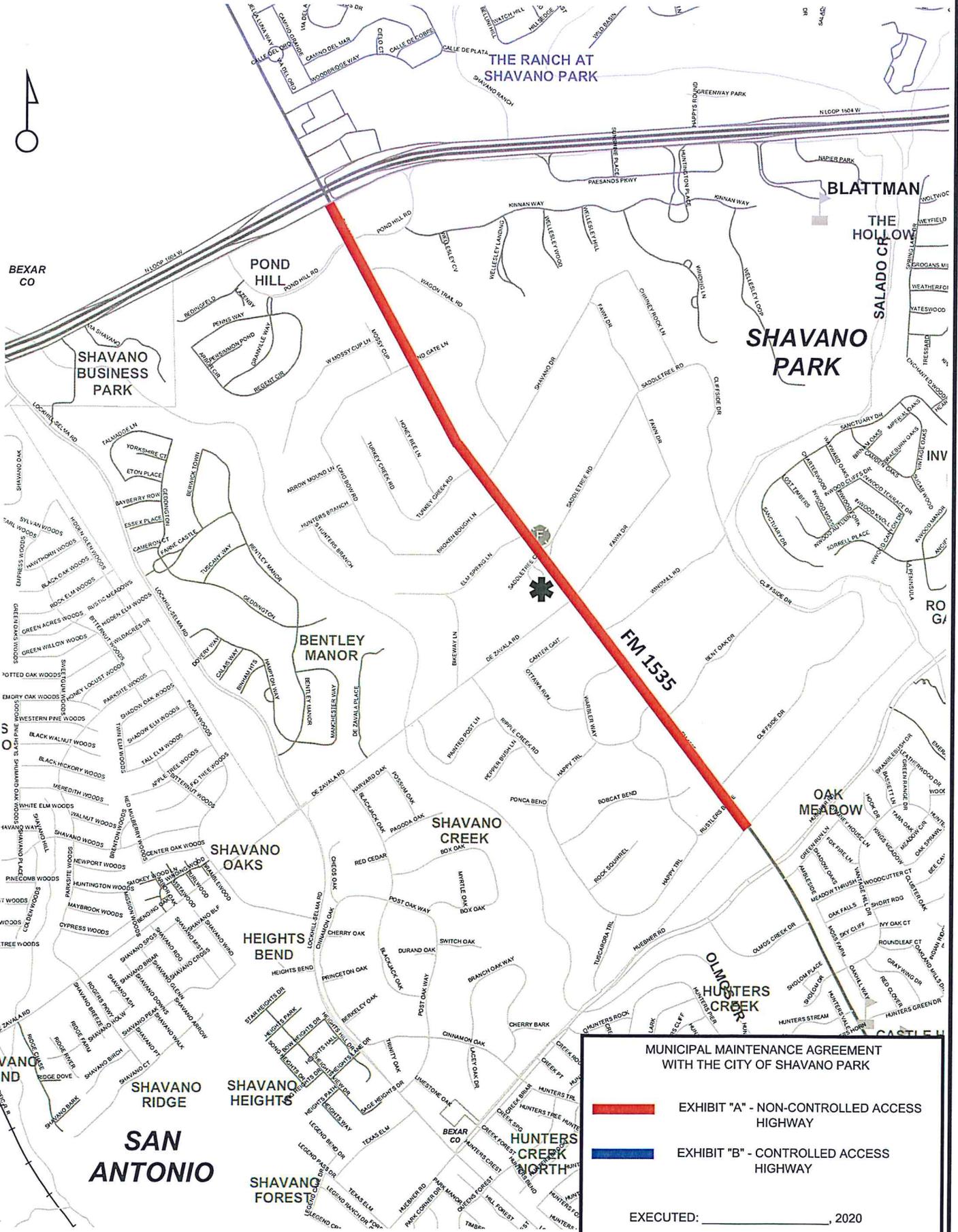
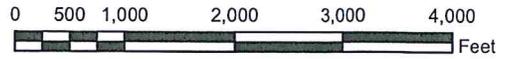
To certify which, witness my hand and seal of the City of _____, Texas, this due _____ day of _____, 20 ____, at _____, Texas.

City Secretary of the City of _____, Texas

The GIS data was generated for internal 8.5 x 11 inch, safety purposes only and is not an operational product or for any other purposes. The GIS data is currently being updated and refined and 8.5 x 11 inch service providers reading this GIS data for 8.5 x 11 inch purposes should only use the most current and up-to-date version of GIS data. The GIS data represents public information, and it contains errors or omissions, but no warranty, expressed or implied, is given for the accuracy, availability, completeness, or applicability of the GIS data, and no liability is assumed for the GIS data. A responsible user or any other person is solely responsible for the accuracy of the GIS data and for any liability, expense or injury, for the accuracy of the representation of the GIS data.

SHAVANO PARK

07/10/2018



MUNICIPAL MAINTENANCE AGREEMENT WITH THE CITY OF SHAVANO PARK

- EXHIBIT "A" - NON-CONTROLLED ACCESS HIGHWAY
- EXHIBIT "B" - CONTROLLED ACCESS HIGHWAY

EXECUTED: _____, 2020

MUNICIPAL MAINTENANCE AGREEMENT

STATE OF TEXAS ()

COUNTY OF TRAVIS ()

THIS AGREEMENT made this 16 day of June, 1969,
by and between the State of Texas, hereinafter referred to as the "State",
party of the first part, and the City of SHAWANO PARK, BEXAR
County, Texas (population 343, 1960 Federal Census) acting by
and through its duly authorized officers, hereinafter called the "City",
party of the second part.

W I T N E S S E T H

WHEREAS, the City has requested the State to assist in the mainten-
ance of State Highway routes within such city; and

WHEREAS, the State Highway Engineer, acting for and in behalf of the
State Highway Commission, has made it known to the City that the State will
assist the City in the maintenance, control, supervision, and regulation of
State Highway routes within such city, conditioned that the City will enter
into agreements with the State for the purpose of determining the responsi-
bilities of the parties thereto:

A G R E E M E N T

NOW, THEREFORE, in consideration of the premises and of the mutual
covenants and agreements of the parties hereto to be by them respectively
kept and performed, it is agreed as follows:

Coverage

1. This agreement is intended to cover and provide for State participation in the maintenance of the following classification of State Highway routes within the City:
 - A. Non-Controlled Access routes or portions thereof which are described and/or graphically shown as "State Maintained" routes in Exhibit "A", which is attached hereto and made a part hereof.
 - B. All State Highway routes or portions thereof which have been designated by the Texas Highway Commission as Controlled Access Highways and which are described and/or graphically shown in Exhibit "B", which is attached hereto and made a part hereof.
2. The City shall retain full responsibility for the maintenance of those State Highway routes and portions thereof which are listed and/or graphically shown in Exhibit "A" and Exhibit "B" as "City Maintained" routes, except that the State is hereby authorized by the City to erect and maintain normal route markers and directional and destination signs thereon for direction of highway traffic.
3. In the event that the present system of State Highway routes within the City is changed by cancellation, modified routing, new routes, or change in the City's corporate limits, the State shall terminate maintenance and this agreement shall become null and void on that portion of the routes which are no longer routes of a State Highway; and the full effect and all conditions of this agreement shall apply to the changed routes or new routes of the State Highways within the City and shall be classified as "State Maintained" under paragraph 1 above, unless the execution of a new agreement on the changed portion of the routes is requested by either the City or the State.

GENERAL CONDITIONS

1. The City hereby agrees and does hereby authorize the State to maintain the State Highway routes covered by this agreement in the manner set out herein.

2. This agreement shall supplement any existing agreements between the State and the City for the maintenance or construction and maintenance of the highways covered herein and this agreement shall supersede such existing agreements only in respect to points of conflict.
3. Traffic regulations including speed limits, will be established and fixed by agreement with the State after traffic and engineering surveys have been conducted.
4. It is mutually agreed that, subject to approval by the State, any street lighting system may be installed by the City provided the City shall pay all cost of installation, maintenance and operation except in those installation specifically covered by separate agreements between the City and State.
5. It is understood and agreed that this agreement is for the purpose of defining the authority and responsibility of both parties for maintenance of highway routes through the City and shall in no way be considered to cover any present or past obligation either real or anticipated concerning such State Highway routes through the City.
6. The City shall prohibit the movement of loads over State maintained streets which exceed the legal limits for either weight, length, height or width, as prescribed in Vernon's Penal Code 827a for public highways outside corporate limits of cities, except those having proper permits from the State for such movements. The City shall also, by ordinance and enforcement, prescribe and enforce lower weight limits when mutually agreed by the City and the State that such restrictions are needed to avoid damage to the street and/or for traffic safety.
7. The City shall prevent future encroachments within the right of way of the highway routes and assist in removal of any present encroachments when requested by the State except where specifically authorized by separate agreement; and prohibit the planting of trees or shrubbery or the creation or construction of any other obstruction within the right of way without prior agreement with the State.
8. The City agrees that traffic control devices, such as stop and slow signs, traffic signal lights and other types of devices for traffic control, in respect to type of device, points of installation, and necessity will be fixed by agree-

ment with the State after traffic and engineering surveys have been made. The City agrees that it will not install or maintain or permit the installation or maintenance of any type of traffic control device which will affect or influence the utility of the State Highway routes without having obtained in writing the prior approval of the State. Traffic control devices installed prior to the date of this agreement are hereby made subject to the terms of this agreement and the City agrees to the removal of such devices which affect or influence the utility of the State Highway routes unless their continued use is approved in writing by the State. It is understood that future traffic signal lights installed as a joint project by the City and State will be the subject of a separate agreement outlining the responsibilities for installation and maintenance.

9. The City agrees to continue its responsibility for proper construction, maintenance and control of access driveway facilities in accordance with "Regulations for Access Driveways to State Highways" adopted by the Texas Highway Department or in accordance with other standards and specifications for the design, construction and maintenance details subject to approval by the Texas Highway Department.
10. It is understood that the use of unused right of way and areas beneath structures for parking, will be the responsibility of the City as determined by a separate agreement.

NON-CONTROLLED ACCESS HIGHWAYS

State's Responsibilities

1. Maintain the pavement, base and its support and maintain the shoulders on those sections where there is no curb and gutter.
2. Install and maintain normal highway markings necessary for directing highway traffic in a safe and efficient manner, which shall include normal route markers, directional and destination signs, center line, lane line and no-passing barrier line stripes, and such other pavement markings considered necessary for direction of traffic, except crosswalks. Any other traffic striping desired by the City may be placed and maintained by the City subject to the approval of the State.

3. Assist the City in sweeping and otherwise cleaning the pavement, in mowing and cleaning of litter; and in maintenance of roadway ditches, on those sections of State Highway routes where and to the extent that such duties are delineated on Exhibit "A".
4. Assist in snow and ice control as availability of labor and equipment will allow.

City's Responsibilities

1. Prohibit angle parking, except upon written approval by the State after traffic and engineering surveys have been conducted to determine that the roadway is of sufficient width to permit angle parking without interfering with the free movement of traffic.
2. Require installations, repairs, removals or adjustments of publicly or privately owned utilities or services to be performed in accordance with State Highway Department specifications and subject to approval of the State.
3. Retain all functions and responsibilities for maintenance, control, supervision, and regulation which are not specifically described as the responsibility of the State. The assistance by the State in maintenance of roadway ditches does not relieve the City of its responsibility for drainage of the highway facility within its corporate limits except where participation by the State other than above is specifically covered in a separate agreement between the City and the State.

Termination

1. It is understood and agreed between the parties hereto that all obligation of the State created herein to maintain the State Highway routes covered by this agreement shall terminate if and when they are no longer routes of State Highways; and further, that should either party fail to properly fulfill its obligations as herein outlined, the other party may terminate this agreement upon thirty days written notice.

Said State assumption of maintenance shall be effective the date of execution of this agreement by the Highway Department.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City of SHAVANO PARK on the 16th day of June 19 69, and the Highway Department on the 1st day of August 19 69.

ATTEST:
[Signature]
District Engineer, District

CITY OF Shavano Park
BY [Signature]
Mayor
(Title of Signing Official)

STATE OF TEXAS

APPROVAL RECOMMENDED:
[Signature]
District Engineer, District
[Signature] 15
Engineer of Maintenance
DN

Certified as being executed for the purpose and effect of activating and/or carrying out the orders, established policies, or work programs heretofore approved and authorized by the State Highway Commission.
By: [Signature]
Chief Engineer of Maintenance Operations

AUTHORITY FOR EXECUTION IS ACCOMPLISHED UNDER MINUTE ORDER NO. 60394

Note: To be executed in triplicate and supported by Municipal Maintenance Ordinance and Certificate of City Secretary.

EXHIBIT "A"

NON-CONTROLLED ACCESS HIGHWAY

I. STATE MAINTAINED

A. Developed Areas:

1. None

B. Undeveloped Areas:

1. FM 1535: From North City Limits to South City Limits
(Base; Surface; Assist in Sweeping, Mowing, Cleaning
Litter, and Maintenance of Roadway Ditches.)

II. CITY MAINTAINED

A. None

ORDINANCE NO. 25

AN ORDINANCE APPROVING THE AGREEMENT DATED 16 June 1969
BETWEEN THE STATE OF TEXAS AND THE CITY OF SHAVANO PARK
FOR THE MAINTENANCE, CONTROL, SUPERVISION AND REGULATION OF
CERTAIN STATE HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE
CITY OF SHAVANO PARK; PROVIDING FOR THE EXECUTION OF
SAID AGREEMENT; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK:

SECTION 1. That the certain agreement dated 16 June 1969
between the State of Texas and the City of SHAVANO PARK
for the maintenance, control, supervision and regulation of certain
State Highways and/or portions of State Highways located in the
City of SHAVANO PARK be, and the same is, hereby approved;
and that The Mayor is hereby authorized to execute
said agreement on behalf of the City of SHAVANO PARK and
to transmit the same to the State of Texas for appropriate action.

SECTION 2. The fact that the work contemplated under the above
mentioned agreement is needed, creates an emergency which for
the immediate preservation of the public peace, health, safety
and general welfare requires that this Ordinance take effect
immediately from and after its passage and it is accordingly so
ordained.

PASSED: 16 June 1969

APPROVED: 16 June 1969

[Signature]
Mayor

ATTEST:

Irene Johnson
Secretary

City

Clerk

APPROVED AS TO FORM:

City Attorney

CITY COUNCIL STAFF SUMMARY

Meeting Date: May 18, 2020

Agenda item: 8.5

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Approval – Resolution R-2020-012 appointing Dr. Woo as the Health authority for the City of Shavano Park in cooperation with the San Antonio Metropolitan Health District.

Attachments for Reference:

- 1) 8.5a Resolution R-2020-011
- 2) 8.5b Certificate of Appointment
- 3) 8.5c Appointment Instructions
- 4) 8.5d Statement of Appointed Officer
- 5) 8.5e Health & Safety Code Sec 121.024

BACKGROUND / HISTORY: Chapter 121 of the Health and Safety Code defines a local health authority as an individual who acts as a state officer when performing their duties, who must be a competent physician with a reputable professional standing who is a resident of Texas, and is legally qualified to practice medicine. Their duties include aiding the state with quarantine, sanitation enforcement, public health law enforcement, reportable diseases, and vital statistics collection; they serve for a term of two years, and may be appointed to successive terms.

Dr. Fernando Guerra joined the City of San Antonio in 1987, where he served as the San Antonio Metropolitan Health District's director and health authority (until his retirement in 2010). On April 18, 2006 Bexar County also named Dr. Guerra as its health authority, along with a majority of the suburban cities within its jurisdiction.

Upon Dr. Guerra's retirement, the city named Dr. Thomas Schlenker as the health district's director and health authority; he served in that capacity until his employment with the city was terminated in the summer of 2015. Dr. C. Junda Woo was then appointed as health authority, and staff recommend s that she be appointed in that capacity for Bexar County as well.

Dr. Woo is a licensed physician who meets all the requirements in the Health and Safety Code. She has held a Texas Medical License since June 2004, and she currently serves in the adjunct clinical faculty at the UT School of Public Health, and the University of the Incarnate Word School of Osteopathic Medicine.

DISCUSSION:

COURSES OF ACTION: Approve Resolution R-2020-012 appointing Dr. Woo as the Health authority for the City of Shavano Park in cooperation with the San Antonio Metropolitan Health District.

FINANCIAL IMPACT: None.

MOTION REQUESTED: Approve Resolution R-2020-012 appointing Dr. Woo as the Health authority for the City of Shavano Park in cooperation with the San Antonio Metropolitan Health District.

RESOLUTION R-2020-012

A RESOLUTION ENTERING INTO AN INTERLOCAL AGREEMENT FOR DESIGNATION OF HEALTH AUTHORITY BETWEEN THE CITY OF SAN ANTONIO AND THE CITY OF SHAVANO PARK, TEXAS.

WHEREAS, during the 71st Legislature, the legislature recodified the Act as Chapter 121 of the Texas Health and Safety Code, which among other things defines the powers of counties and municipalities as it related to the local regulation of public health, including the establishment of a public health district; and

WHEREAS, the City of Shavano Park is a member of the San Antonio Metropolitan Health District, a Public Health District under Health and Safety Code Chapter 121 Subchapter E; and

WHEREAS, the members of the public health district shall approve the appointment of a physician as the health authority for the district; and

WHEREAS, the Health and Safety Code defines a health authority as an individual who acts as a state officer when performing their duties, which include: aiding the state with quarantine, sanitation enforcement, public health law enforcement, reportable diseases, and vital statistics collection; and

WHEREAS, the City of Shavano Park, under the authority of the Government Code §791 wishes to enter into an interlocal agreement for designation of Health Authority with regional governmental entities; and

WHEREAS, Dr. Chichi Junda Woo is a licensed physician who meets all statutory requirements, and was approved by the City Council of the City of San Antonio as the Health Authority for the San Antonio Metropolitan Health District.

WHEREAS, in order to protect the health and safety of the public throughout Bexar County, to include areas within the jurisdiction of Shavano Park, the City Council of Shavano Park desires to appoint Dr. Chichi Juda Woo as City of Shavano Park's Health Authority;

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

The City Council of the City of Shavano Park hereby approves the appointment of Dr. Woo as Health Authority with the City of San Antonio as outlined in Exhibit "A", Interlocal Agreement for designation of Health Authority.

PASSED AND APPROVED by the City Council of the City of Shavano Park on the 18th day of May, 2020.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, City Secretary



Certificate of Appointment

for a

Health Authority

The Health Authority has been appointed and approved by the:

(Check the appropriate designation below)

_____ Commissioners Court for _____ County

Governing Body for the Municipality of City of Shavano Park

_____ Director, _____ Health Department

_____ Director, _____ Public Health District

I, Robert Werner, acting in my capacity as:

(Check the appropriate designation below)

_____ County Judge or Designee

Mayor or Designee

_____ Non-physician and the Local Health Department Director

_____ Non-physician and the Public Health District Director

do hereby certify the physician, Chichi Junda Woo, who is licensed by the Texas Board of Medical Examiners, was duly appointed as the (check as applicable),

Health Authority

_____ Health Authority Designee

for the jurisdiction of City of Shavano Park, Texas.

Date term of office begins May 18, 2020

Date term of office ends May 18, 2022, unless removed by law.

I certify to the above information on this the 18 day of May, 2020.

Signature of Appointing Official

STATE OF TEXAS

COUNTY OF BEXAR

§
§
§

**INTERLOCAL AGREEMENT
FOR DESIGNATION OF
HEALTH AUTHORITY**

This Interlocal Agreement (the “Agreement”) is entered into under the authority of Government Code Chapter 791 and Health and Safety Code §121.028(c) by the City of San Antonio (“SAN ANTONIO”), a Texas Municipal Corporation, acting by and through its City Manager, and the municipalities that are listed and have signed below, all entirely or partially situated within Bexar County, Texas, through their duly authorized City Managers, Boards of Directors, or other lawfully designated representatives (each municipality shall hereinafter be referred to singularly as a “CITY” and collectively as the “CITIES”).

RECITALS

Bexar County and SAN ANTONIO are members of the San Antonio Metropolitan Health District (the “District”), a Public Health District under Health and Safety Code Chapter 121, Subchapter E.

The Medical Director of the District, Chichi Junda Woo, M.D. (“Dr. Woo”), has been designated by Bexar County and SAN ANTONIO as the Health Authority to administer state and local laws relating to public health within the jurisdiction of the District pursuant to the attached Bexar County Resolution and City Ordinance incorporated herein for all purposes as Exhibits I and II, which includes SAN ANTONIO and the unincorporated areas of Bexar County, but does not include the jurisdiction of any of the CITIES.

In order to protect the health and safety of the public throughout Bexar County, to include areas within the jurisdiction of any of the CITIES, each CITY desires to appoint Dr. Woo as its Health Authority, in accordance with Government Code Chapter 791.

Accordingly, the parties to this Agreement (collectively, the “Parties”) agree as follows:

ARTICLE I
PURPOSE

1.01 The purpose of this Agreement is to appoint Dr. Woo as the Health Authority for each CITY and to describe the terms and conditions under which she will provide assistance to the CITIES.

ARTICLE II
TERM

2.01 This Agreement will begin on the date Dr. Woo qualifies as the CITIES’ Health Authority by taking the oath of office and will automatically renew thereafter for as long as Dr. Woo continues to serve as the Medical Director of the District.

2.02 Any CITY may terminate this Agreement by giving ninety days written notice to SAN ANTONIO. A termination by a CITY is only effective as to that CITY. A copy of this Agreement will be kept on file in the office of the District.

ARTICLE III
DESIGNATION OF HEALTH AUTHORITY

3.01 The CITIES will appoint Dr. Woo to serve as their Health Authority pursuant to Health and Safety Code Chapter 121. The position of Health Authority is a public office to which the holdover provision of the Texas Constitution, Article XVI, Section 17, applies. The terms and conditions under which Dr. Woo's authority is invoked are more fully described in Article IV below. A copy of the Certificate of Appointment for each CITY is attached to this Agreement as Exhibit "A".

3.02 The CITIES will re-appoint Dr. Woo as their Health Authority upon expiration of her two-year term and Dr. Woo will qualify to continue serving as the Health Authority for the CITIES by taking the oath of office and by filing all appropriate documentation with the state.

ARTICLE IV
EMERGENCY AND NON-EMERGENCY SERVICES

4.01 In the event of an occurrence anywhere within Bexar County of: a) a chemical, nuclear, or biological agent, or b) a naturally-occurring catastrophe, including but not limited to an infectious disease, (an "Emergency Event") that, in the sole discretion of Dr. Woo or her designee, constitutes a civil emergency and places the health and safety of the residents of Bexar County at risk, then Dr. Woo shall be the Health Authority permitted to provide emergency assistance anywhere within Bexar County. Upon the occurrence of an Emergency Event, Dr. Woo shall have all powers and duties granted to a Health Authority under Health and Safety Code §121.024, including the authority to impose control measures to prevent the spread of disease in accordance with Health and Safety Code Chapter 81.

4.02 A CITY may consult with Dr. Woo regarding the remediation or abatement of a condition that threatens the public health in that CITY but is not an Emergency Event. However, no services shall be performed in that CITY by Dr. Woo or the District without prior written authorization from that CITY sent to the address set forth in section 5.01 of this Agreement.

ARTICLE V
COMPENSATION

5.01 If Dr. Woo provides services to a CITY in accordance with Article IV Sections 4.01 or 4.02, that CITY shall reimburse SAN ANTONIO on behalf of the District for those services actually rendered in accordance with Government Code Chapter 791.011(e) to the address set forth below:

San Antonio Metropolitan Health District
Accounting Division Attn: Accounting Division
111 Soledad, STE 1000
San Antonio, Texas 78205

Compensation for the services shall be payable only out of current revenues available to that CITY.

ARTICLE VI
REPRESENTATIONS

6.01 Each CITY represents that it has, through resolution or other official action, designated Dr. Woo as Health Authority and authorized her, or her designee, to provide emergency assistance as described in this Agreement.

ARTICLE VII
SEVERABILITY

7.01 If any provision of this Agreement is found to be invalid, all other provisions will nevertheless remain in effect.

ARTICLE VIII
GOVERNING LAW

8.01 This Agreement will be governed by the laws of the State of Texas, and all obligations of the Parties under this Agreement are performable in Bexar County, Texas. In any legal action arising from this Agreement, the laws of Texas will apply.

ARTICLE IX
MULTIPLE COUNTERPARTS

9.01 For the convenience of the Parties, this Agreement has been executed in counterpart copies, which are in all respects identical and each of which will be deemed to be complete in itself so that any one may be introduced in evidence or used for any other purpose without the production of the other counterparts.

EXECUTED THIS _____ DAY OF _____, 20____.

HEALTH AUTHORITY:

CHICHI JUNDA WOO, M.D.
Medical Director
San Antonio Metropolitan Health District

Date: _____

CITY OF SAN ANTONIO:

APPROVED AS TO LEGAL FORM:

ERIK WALSH
City Manager

ANDREW SEGOVIA
City Attorney for the City of San Antonio

Date: _____

Date: _____

CITY OF SHAVANO PARK:

By: _____

Its: _____

Date: _____

CITY OF ALAMO HEIGHTS:

By: _____

Its: _____

Date: _____

CITY OF BALCONES HEIGHTS:

By: _____

Its: _____

Date: _____

CITY OF CASTLE HILLS:

By: _____

Its: _____

Date: _____

CITY OF CHINA GROVE:

By: _____

Its: _____

Date: _____

CITY OF CONVERSE:

By: _____

Its: _____

Date: _____

CITY OF ELMENDORF:

By: _____

Its: _____

Date: _____

CITY OF FAIR OAKS RANCH:

By: _____

Its: _____

Date: _____

CITY OF GREY FOREST:

By: _____

Its: _____

Date: _____

CITY OF HELOTES:

By: _____

Its: _____

Date: _____

CITY OF HILL COUNTRY VILLAGE:

By: _____

Its: _____

Date: _____

CITY OF HOLLYWOOD PARK:

By: _____

Its: _____

Date: _____

CITY OF KIRBY:

By: _____

Its: _____

Date: _____

CITY OF LA COSTE:

By: _____

Its: _____

Date: _____

CITY OF LEON VALLEY:

By: _____

Its: _____

Date: _____

CITY OF LIVE OAK:

By: _____

Its: _____

Date: _____

CITY OF LYTLE:

By: _____

Its: _____

Date: _____

CITY OF OLMOS PARK:

By: _____

Its: _____

Date: _____

CITY OF SANDY OAKS:

By: _____

Its: _____

Date: _____

CITY OF SCHERTZ:

By: _____

Its: _____

Date: _____

CITY OF SELMA:

By: _____

Its: _____

Date: _____

CITY OF SHAVANO PARK:

By: _____

Its: _____

Date: _____

CITY OF SOMERSET:

By: _____

Its: _____

Date: _____

CITY OF ST. HEDWIG:

By: _____

Its: _____

Date: _____

CITY OF TERRELL HILLS:

By: _____

Its: _____

Date: _____

CITY OF UNIVERSAL CITY:

By: _____

Its: _____

Date: _____

CITY OF WINDCREST:

By: _____

Its: _____

Date: _____



APPOINTMENT OF HEALTH AUTHORITY

General Instructions

The Texas Department of State Health Services (DSHS) provides support for the appointment of Health Authorities in Texas and maintains the database of appointments. Other DSHS responsibilities include coordination of training activities and availability of reference tools to ensure Health Authorities understand the roles and responsibilities of their office to serve their local communities.

Definition and Term of Office

In accordance with [Texas Health and Safety Code § 121.021](#), a Health Authority is a physician appointed to administer state and local laws relating to public health within the appointing body's jurisdiction. A Health Authority serves for a term of two years and may be appointed to successive terms.

Health authorities can be appointed by the following:

- Commissioners courts
- Governing bodies of municipalities
- Local health department directors who are not physicians
- Public health district directors who are not physicians

Duties

Under [Texas Health and Safety Code § 121.024](#), a Health Authority is a state officer when performing duties prescribed by state law. A Health Authority shall perform each duty necessary to implement and enforce a law to protect the public health or prescribed by DSHS. Duties include (1) establishing, maintaining, and enforcing quarantine in the Health Authority's jurisdiction; (2) aiding DSHS in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the Health Authority's jurisdiction; (3) reporting the presence of contagious, infectious, and dangerous epidemic diseases in the Health Authority's jurisdiction as prescribed by DSHS; (4) reporting on any subject on which it is proper for DSHS to direct that a report be made; and (5) aiding DSHS in the enforcement of proper rules, requirements, and ordinances; sanitation laws; quarantine rules; and vital statistics collections.

Required Forms

Each newly appointed Health Authority must file copies of three forms with the Regional Medical Director for the respective DSHS Health Service Region immediately after appointment to office:

1. **Statement of Appointed/Elected Officer:** Constitutional oath that the Health Authority did not give or promise any material, financial, or other reward in return for the appointment.
2. **Oath of Office:** Constitutional oath to execute the duties of the office of Health Authority.
3. **Certificate of Appointment.** Statutory certification from the appointing entity.

Questions

If you have questions regarding the Health Authority appointment process or about completing the forms, please contact your [DSHS Health Service Region office](#) or the DSHS Division for Regional & Local Health Services office in Austin at (512) 776-7770. See links below for contact information:

[Texas Department of State Health Services Health Service Region Offices.](#) This site includes the information to locate the Regional Medical Director for the appropriate Health Service Region, including addresses, telephone numbers, FAX numbers, and maps of the DSHS Health Service Region Offices.

[Map of DSHS Health Service Regions.](#) This page provides a map showing the regional boundaries.



THE STATE OF TEXAS

Statement of Elected/Appointed Officer

(Please type or print legibly)

I _____ do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Affiant's Signature

Printed Name

Position to Which Elected/Appointed

City and/or County

SWORN TO and subscribed before me by affiant on this _____ day of _____ 20____.

**Signature of Person Authorized to Administer
Oaths/Affidavits**

(Seal)

Printed Name

Title

Sec. 121.024. DUTIES. (a) A health authority is a state officer when performing duties prescribed by state law.

(b) A health authority shall perform each duty that is:

(1) necessary to implement and enforce a law to protect the public health; or

(2) prescribed by the department.

(c) The duties of a health authority include:

(1) establishing, maintaining, and enforcing quarantine in the health authority's jurisdiction;

(2) aiding the department in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the health authority's jurisdiction;

(3) reporting the presence of contagious, infectious, and dangerous epidemic diseases in the health authority's jurisdiction to the department in the manner and at the times prescribed by the department;

(4) reporting to the department on any subject on which it is proper for the department to direct that a report be made; and

(5) aiding the department in the enforcement of the following in the health authority's jurisdiction:

(A) proper rules, requirements, and ordinances;

(B) sanitation laws;

(C) quarantine rules; and

(D) vital statistics collections.