

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

**This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, February 22, 2021 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers.**

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

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

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

**Livestream Participation.** The livestream available via the YouTube website or app from your computer, tablet or smartphone at: [https://youtu.be/5dvR\\_ZPBWAI](https://youtu.be/5dvR_ZPBWAI)

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

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

The meeting agenda and agenda packet are posted online at [www.shavanopark.org](http://www.shavanopark.org).

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

## **1. CALL MEETING TO ORDER**

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

## **3. CITIZENS TO BE HEARD**

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

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

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

## **4. CITY COUNCIL COMMENTS**

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

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

## **5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

- 5.1. Proclamation - Recognition of Peggy Stone, Public Works Office Manager for exceptional service and leadership to the City of Shavano Park from October 2000 through February 2021**
- 5.2. Presentation - Nancy Tabares, City Public Service Energy (CPS) Local Government Liaison to Shavano Park**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Discussion / action – Events and actions resulting from the Winter Weather Storm event - City Manager**
- 6.2. Presentation - Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities**
- 6.3. Discussion / action - Scheduling consideration for the City Sponsored Event Arbor Earth Day - City Manager**
- 6.4. Approval - Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restrooms.**
- 6.5. Approval - Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (final reading) - City Manager**

## **7. CITY MANAGER’S REPORT**

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

- 7.1. Building Permit Activity Report**
- 7.2. Fire Department Activity Report**
- 7.3. Municipal Court Activity Report**
- 7.4. Police Department Activity Report**
- 7.5. Public Works Activity Report**
- 7.6. Finance Report**

## **8. CONSENT AGENDA**

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

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

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

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

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

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

## **9. ADJOURNMENT**

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

### **Attendance by Other Elected or Appointed Officials – NOTICE OF POTENTIAL QUORUM:**

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

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-581-1116 x240 or TDD 1-800-735-2989.

**CERTIFICATE:**

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 17 day of February 2021 at 1:30 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](http://www.shavanopark.org), in compliance with Chapter 551, Texas Government Code

SEAL

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Trish Nichols  
City Secretary

## **POTENTIAL FUTURE AGENDA ITEMS**

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

- a. Discussion / action - Authorization of City Manager to enter into a contract for the installation of Generator for City Hall backup power**
- b. Discussion / action – Ordinance O-2021-002 amending Chapter 20 - Offenses and Miscellaneous Provisions of the City of Shavano Park Code of Ordinances to reference littering violations under Texas Health & Safety Code Section 365.012(a), graffiti violations under Texas Penal Code 28.08 and declare an animal owner or keeper’s failure to sanitarly remove an animal’s fecal matter from public property to be a nuisance (first reading)**
- c. Discussion / action - Ordinance O-2021-003 amending Chapter 34 - Utilities of the City of Shavano Park Code of Ordinances to create a public right-of-way management ordinance in order to govern the use and occupancy of the public right-of-way (first reading)**
- d. Considerations for Compensation Study 2021 - City Manager / City Secretary (March)**
- e. Revision of City Policy #9 – Water Bill Leak Adjustment Policy (March)**
- f. FY 2019 - 20 Budget Amendment (Annual February or March)**
- g. Set City Manager Annual Performance and Salary Review for April – Annual March**
- h. Resolution adopting City Policy - City Publications – Open**
- i. City Manager Annual Review / Salary for April - Annual April**
- j. Revisions to Employee Handbook - Annual February (deferred to May / June)**
- k. Annual Budget Calendar - Annual May**
- l. Annual appointment of members to the Higher Education Facilities Corporation Board - Annual May**
- m. Annual update on bond revenue opportunities by Bond Counsel – Annual May**
- n. Approval of Financial Account Signatures - Annual June**
- o. Annual Compensation Review - Annual June Workshop**
- p. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**

- q. City Council adoption of organizational chart - Annual August
- r. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September
- s. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September
- t. 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
- u. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September
- v. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September
- w. Selection - Boards, Commissions, and Committees - Annual September
- x. Setting the dates for the City sponsored events (City-wide Garage Sale / Arbor / Earth Day / Independence Day / National Night Out / Holiday / Picnic in the Park) - Annual September / October
- y. Resolution \_\_\_\_ designating the San Antonio Express News as the City of Shavano Park's official newspaper for posting of public notices for the City as required by law - Annual October
- z. Disposal of City Equipment / Furniture - Annual October
- aa. Adoption of Official City Holiday Schedule - Annual November
- bb. Approval of the yearly tax roll - Annual November
- cc. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January / February
- dd. Records Retention Policy - Annual January
- ee. Appointment of Council Appointed Positions - Annual January
- ff. Annual Crime Report – Annual January
- gg. Crime Control Prevention District funding placed on ballot - January 2024
- hh. Street Maintenance Fund funding placed on the ballot - January 2022

- ii. Shavano Park Police Department Racial Profiling Report - Annual January/February**
- jj. City of Shavano Park Investment Policy - Annual February**
- kk. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- ll. FY 2019 - 20 Budget Amendment (Annual February or March)**
- mm. Revisions to Employee Handbook - Annual February**

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 6.1

Prepared by: Bill Hill

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION: Discussion / action - Events and actions resulting from the Winter Weather Storm Event - City Manager**



**Attachments for Reference:** 1) N/A

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

#### **Public Works/Water.**

- Saturday staff came in around 8 pm and worked through the night spreading sand around the city in key areas. (Cliffside, N/S Warbler, Shavano access to NW Military, Cliffside (hill), (Bent Oak/Windmill/Chimney Rock Low Water Crossing (LWC), Lockhill Selma)
- Sunday evening staff returned to spread more sand along the major corridors – NW Military and DeZavala
- Sunday Night / Monday Morning 1 am – Huebner, Well 7 and 8 lost power (spotty until Wednesday at 8 pm) and both Wells became inop. Well 6 froze and also became inop. Well 5 at several points was the only Well working. PW initiated actions to operate the manual diesel pump for Well 8 and the backup generator at Huebner Ground Storage Tank.
- During the Monday night storm / Tuesday morning, the system dropped to the ultimate low, with no water in the elevated tank for a few hours, but still maintained adequate pressure across the city in the system – with Well 5 still in operation, ground storage tanks and low customer water usage.
- Monday – Tuesday crew worked 9 leaks/main breaks just at wells alone. Wells 3 and 4 (both placed out of commission, but still tied into the water system) both had pipes freeze and break lines resulting in loss of thousands of gallons. PW quick response and repair prevented water system failure. Something that we are going to have to access closely
- Tuesday 4 am the drive shaft to the backup Well 8 diesel engine broke. PW coordinated a mechanic to replace parts repaired and restored by 7 pm Tuesday. Also a challenging time for water system, but Well 5, Ground Storage Tanks and low customer usage kept system fully operational.
- Wednesday everything started to thaw out – several assist the public calls to turn water off due to frozen pipes
- 2 generators were finally brought in to take the load off the grid and keep the water system stable while more snow accumulated.
- Crews again sanded some roadways Friday afternoon
- Crews continued to make repairs to the system on Friday. Well 6 remains out of service and needs a new chorine pump (ordered).

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

**Fire.** Received over 40 calls for service since Sunday – including 8 for EMS and over 20 for assisting the public (mostly water leaks). They have maintained full staffing with two shift changes. Fire responded to a Leon Springs fire Sunday night / Monday morning. Also responded today to significant fire at Bexar Bulverde - it is a challenge because there is no water supply and water is being sourced from tanker trucks.

Most of our Public Works, Fire, and Police responders selflessly worked the challenges at Shavano Park while at the same time their families were without power, water, and with water pipes leaks.

**Admin.** Most of admin staff is not considered mission essential during these type emergencies. Admin staff's ability to work remotely was hampered by the lack of electricity and internet (wi-fi); however, work arounds were found to enable staff to continue to post i-INFO and updates on our social media. Finance was able to process payroll on time.

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**DISCUSSION:** There are numerous topics to discuss, access, and consider regarding the department's preparedness and possible future initiatives as well as areas that our residents may need in terms of assistance.

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**COURSES OF ACTION:** None at this time

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**FINANCIAL IMPACT:** Not determined at this time

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**MOTION REQUESTED:** None specifically requested at this time.

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 6.2

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

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

X

**Attachments for Reference:**

1) February 2021 Semi-Annual Presentation

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### **BACKGROUND / HISTORY:**

Bitterblue / Denton traditionally presents a semi-annual update of Residential and Commercial Development.

Bitterblue / Denton presented the semi-annual update to the Planning & Zoning Commission at the February 3, 2021 meeting.

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**DISCUSSION:** Presentation will be made by Mr. Lange and Mr. Denton.

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**COURSES OF ACTION:** N/A

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**FINANCIAL IMPACT:** N/A

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**MOTION REQUESTED:** None



## P R E S E N T A T I O N S

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



Shavano Park Residential Lots Report							
Community	Total Lots in Community	Lots Developed	Total Lots Closed 2020	Total Lot Sales Pending	Builder Contracted Vacant Lots	Developer Owned Vacant Lots	Total Lots in Next Unit
Huntington	155	128	19	4	2	2	27 future
Pond Hill Garden Villas	39	39	13	4	14	14 - all under contract	21 future

## Notes

- **Huntington Unit 5**, the last unit, will be started in 2021.
- **Pond Hill Unit 2** will also be started in 2021.

# Huntington at Shavano Park

*Together We Can!*



# Huntington at Shavano Park

*Together We Can!*









# Pond Hill Garden Villas

*Together We Can!*



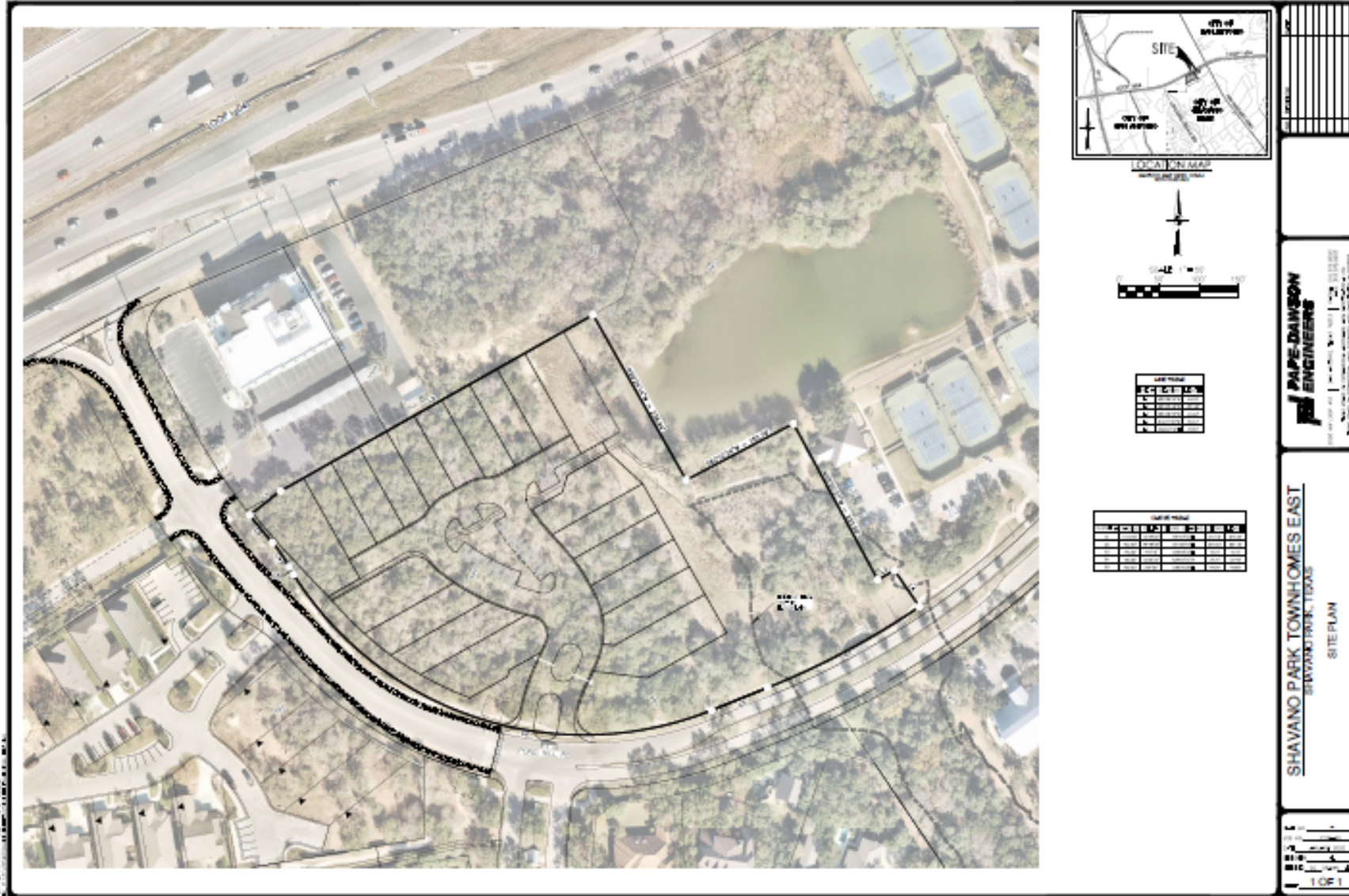
# Pond Hill Garden Villas

*Together We Can!*



# Pond Hill Garden Villas

*Together We Can!*





# SHAVANO

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## COMMERCIAL

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Shavano1604 Corridor  
Lockhill-Selma Corridor

# Lockhill / DeZavala – Shavano Ridge

*Together We Can!*



# Pond Hill Road West

*Together We Can!*



# Pond Hill Road West

*Together We Can!*



# Pond Hill Road East

*Together We Can!*



# Pond Hill East

*Together We Can!*





# Huntington Commercial

*Together We Can!*



1/29/21

# Huntington Commercial Development

*Together We Can!*



# Napier Park

*Together We Can!*



# Rogers Ranch - Ridgeline

Together We Can!



# Rogers Ranch - Ridgeline

*Together We Can!*



**FUTURE COMMERCIAL /  
MF DEVELOPMENT**

**+/- 3 ACRES  
CONSTRUCTION UNDERWAY**

# Rogers Ranch - Ridgeline

*Together We Can!*





**THANK YOU FOR YOUR  
CONTINUED SUPPORT**

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 6.3

Prepared by: Bill Hill

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

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

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**BACKGROUND / HISTORY:** The City originally scheduled Arbor Earth Day for April 17th, but COVID Pandemic concerns do not allow a traditional event.

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**DISCUSSION:** This event is primarily an educational event, but has had significant social interaction (poster contest / sponsored animal presentation / display). The nature of the event offers opportunities to down-size the scope and level of participation at the event.

Of note, hosting an Arbor Day is a standard requirement for certification as Tree City, USA. Last year, the requirement was waived. Most cities host Arbor Day in the fall and by this fall, one could assume many cities will again resume close to normal event activities. It is also likely that the Arbor Day requirement for Tree City USA will be waived. Two options for consideration are:

1) Hold the Arbor Day event as scheduled, but conduct it with only a handful of invited persons attending. Activities could include:

- Awarding of the 2020 Tree City USA award (photo op)
- Reading of an Arbor / Earth Day Proclamation
- A tree planting on grounds of City Hall (photo op)
- Tree saplings – these could be handed out at a distribution point (walk by or drive by). These could also be offered up to residents to either take home and plant or to plant in the trail system (muni-tract). Residents would be encouraged to water them periodically.
- Flowers – could be purchased or donated and also offered to residents to plant along the trails of the muni-tract. Residents would be encouraged to water them periodically.

2) Reschedule the Arbor / Earth Day for later in the year. Vaccinations for younger adults and children are not expected to be widely available until sometime in the summer / fall.

Note: Early voting at City Hall occurs April 19th-27<sup>th</sup> with Voting Day on May 1, 2021.

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**COURSES OF ACTION:**

- 1) Conduct a limited non-gathering Arbor / Earth Day on April 17th
- 2) Cancel, defer, or reschedule Arbor / Earth Day Events

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**FINANCIAL IMPACT:** Varies

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**MOTION REQUESTED:** To conduct a limited non-gathering Arbor / Earth Day as scheduled on April 17

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 6.4

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Discussion / action - Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restroom facility - City Manager

X

**Attachments for Reference:**

- 1) 6.3a Resolution R-2021-001
- 2) 6.3b City Policy #20 – Usage of City Pavilion and Grounds
- 3) 6.3c Proposed fees & simulated event fees
- 4) 6.3d City Pavilion Reservation Application
- 5) 6.3e Attorney Review – Confidential Attorney / Client Privilege

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**BACKGROUND / HISTORY:** In 2021, the City completed a project to build a pavilion, playgrounds, and outdoor restrooms. Similar to the use of the City Hall chambers, it is anticipated that there will be future demand for groups of citizens to use the pavilion.

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**DISCUSSION:** The existing “City Hall Use” policy does not adequately cover potential use requirements of the pavilion. Staff assesses that a separate pavilion policy would be the best approach.

Proposed fees will be included in the policy and are shown under attachment 6.5c but formal adoption by Administrative Ordinance shall be considered by Council in the next agenda item.

Note: Due to the Pandemic and the Executive Orders issued by the Governor, outdoor gatherings over 10 persons are currently not authorized, unless approved by the Mayor. This draft policy includes authority of the City Manager to close the pavilion during times of disaster or other emergency.

This item was postponed at the November 23, 2020 Regular City Council meeting after staff received some guidance from Council.

At the January 25, 2021 Regular City Council meeting the Policy was approved on condition that reservations are not to be made until Fee Schedule Ordinance 2nd reading is completed in February. Staff, in addition, received further guidance.

Staff took guidance from Council and updated City Pavilion (see yellow highlights). Staff in addition created a City Pavilion Reservation Application (attachment 6.5d). Summary of changes since January presentation:

- Created digital fillable form PDF application
- Prohibited Confetti eggs, cascarones, water balloons, silly strings and sidewalk chalk
- Prohibited consumption of alcohol by minors during events regardless of guardian approval (guardian approval of minor consumption is allowed under State Law)
- Required all bartenders at events be TABC licensed
- Added non-resident only \$50 inspection fee for Fire Marshall coordination on events with Generators, Portable Grills, and/or Open Flame
- Removed PA system rental
- Added pets & petting zoos are allowed, but exotic / wild animals require CM approval
- Increased Table & Chair rental fees slightly (now \$1.50 for chairs, \$8.00 for tables)
- Created Staff setup & teardown service costs for events. Fee is based upon average overtime rate of 2 Public Works employees working 2 hours total (before/after) for small events, or 4 hours total (before/after) for large events
- Created table of rental costs for possible events (get to see total event cost)

Because of the number of changes staff decided to re-present the Policy to Council.

Staff have been taking “soft reservations” for the Pavilion, so far there are at least 8 inquiries and 2 soft reservations (wedding reception [non-resident], dance party [resident]).

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**COURSES OF ACTION:** Adopt the policy as drafted or adopt with modifications or provide staff further guidance for consideration.

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**FINANCIAL IMPACT:** Fees provide revenues to offset City costs in the maintenance of the City Pavilion and surrounding grounds.

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**MOTION REQUESTED:** Approve Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restroom facility.

**RESOLUTION NO. R-2021-001**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS,  
APPROVING A POLICY ESTABLISHING GUIDELINES FOR THE RENTING AND  
USAGE OF THE CITY PAVILION AND ITS SURROUNDING GROUNDS, INCLUDING  
OUTDOOR GRILL AND RESTROOM FACILITY**

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**WHEREAS**, the City of Shavano Park paid for the construction of a pavilion, playgrounds, outdoor grill and restroom facility; and

**WHEREAS**, the City of Shavano Park City Council desires these amenities ("Amenities") be available to the public, including for private reservations; and

**WHEREAS**, any fee to reserve the Amenities for a private event must bear a reasonable relationship to the cost of the City providing the Amenities;

**WHEREAS**, the City of Shavano Park City Council desires to establish fair and reasonable guidelines for the usage of these amenities by the public and has also found such fees to bear a reasonable relationship to the City for providing the Amenities;

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

That the City Council adopts Exhibit A, attached, in its entirety as *City Policy # 20 – Usage of the City Pavilion and Grounds* for the City of Shavano Park.

**PASSED AND APPROVED** by the City Council of the City of Shavano Park at a Special meeting held on this the 22nd day of February, 2021.

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**Robert Werner**  
**MAYOR**

Attest: \_\_\_\_\_

**TRISH NICHOLS**  
**CITY SECRETARY**



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

## **CITY POLICY NO. 20**

SUBJECT: Usage of the City Pavilion and Grounds

January 25, 2020

### **1. References.**

- a. Resolution R-2021-001
- b. City Council Meeting Minutes, January 25, 2021

**2. Purpose.** The purpose of this policy is to establish guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restroom facilities.

**3. Staff Point-of-Contact.** The point of contact for this policy is the City Secretary.

### **4. Background.**

The City Pavilion and its immediate grounds are amenities available to the public. Public use of the Pavilion is organized into two categories: (1) General Use / Small Gatherings (no fee); and (2) Private Events (fees apply). Gatherings of less than 20 people do not require an approved reservation, but must meet the General Use Guidelines of Section 6 of this policy. Gatherings of 20 or more people require an approved reservation and must meet the Guidelines of both Sections 6 and 7 of this policy. Gatherings which include business like activities are considered a Private Event and require a reservation and Waiver agreement. Gatherings of less than 20 people may elect to make a reservation and then must meet the General Use Guidelines of both Section 6 and 7 of this policy.

The City Manager, or his designee, shall enforce this policy and its guidelines. The City Manager is authorized to close the Pavilion to public gatherings or cancel a reservation due to a disaster or other emergency.

### **5. Definitions.**

- a. Private Event. A gathering of over 20 people or a business activity in which the party reserves the entire Pavilion.
- b. Small Gatherings. A gathering of less than 20 people in which a portion of the Pavilion is occupied and the remaining Pavilion area is available for public use.

**6. General Use Guidelines.** The following general use guidelines apply to both the general public use of the Pavilion as well as private event reservations.

- a. The City Pavilion and its surrounding grounds, including outdoor grill and restroom facilities, are open to the public and not restricted for private events unless reserved.

- b. The Municipal Tract is a multi-use area and privacy in the pavilion area during a private event is not guaranteed. The Municipal Tract trails, playgrounds, parking lot and City Hall (during City business hours) remain open to the public during a private event.
- c. Gatherings of 20 or more people using the Pavilion require an approved reservation.
- d. Amplified music or other noises above 80 decibels are not allowed.
- e. All dogs must remain leashed while in the City Pavilion and a pooper scooper, as well as proper disposal of all associated waste, for all dogs is required.
- f. Alcohol is only allowed during an approved reservation.
- g. No glass containers are authorized in the Pavilion / Playground area.
- h. Decorations are allowed but cannot be stapled, nailed, tacked or duct taped to the Pavilion and surrounding grounds. The public is encouraged to use Masking tape or packing tape. All decorations must be removed at the conclusion of the event.
- i. Confetti eggs, cascarones, water balloons, silly strings and sidewalk chalk is prohibited.
- j. Electricity in the Pavilion shall be provided for approved reservations only.
- k. Both small gatherings and private reservations must clean and restore the Pavilion after each use to its original state before the use.

## 7. Private Event Reservation Guidelines

All requests for private events at the Pavilion and surrounding grounds require an application be submitted to the City Secretary (see Attachment 1 – Application for City Hall Outdoor Event / Reservation) and a signed *Release and Waiver of Liability Agreement*. All applications are processed on a first-come, first-served basis.

Private Events must meet the following requirements:

1. Hours: Normal operating hours of the Pavilion are between dawn and sunset.
  - The Pavilion is available for reservations between dawn and sunset any day of the week.
  - Events that extend past sunset may be approved in advance by the City Manager, but may not extend past 10 pm.
  - Reservations shall be for a minimum of 2 hours.
  - Setup and clean up time must be included in the reservation time requested.
2. Scheduling: All applications for reservations should be submitted at least two weeks in advance. Reservations shall only be taken 1 year in advance.
3. Scheduling Conflicts with City Events, other official business: If any private reservation conflicts with City events or other official business, the City business takes priority.
4. Number of Participants: All applications shall provide anticipated attendance. No reservation shall be more for more than 200 persons. (Note: Pavilion accommodates 30-35 eight foot tables = approximately 200 persons).
5. For-profit Business Activities. Events with for-profit business activities require businesses to provide proof of general liability insurance as well as listing the City as additional insured at minimum of \$250,000. Events with for-profit business activities also require signing of a *Release and Waiver of Liability Agreement*.
6. Alcohol & Security: All reservations where alcohol will be served require the applicant to sign a *Release and Waiver of Liability Agreement* clarifying and eliminating the City's monitoring of any consumption and certifying all attendees are of age or accompanied by a parent or spouse of age, as dictated by state law. Consumption by individuals under 21 is

prohibited, regardless of guardian approval. All bartenders at an event must be TABC licensed. Reservations where alcohol will be served and attendance by over 100 people must provide for security by a peace officer. Applicants are encouraged to give first opportunity to Shavano Park Police Department officers, second opportunity to Bexar County Sheriff Department officers and third opportunity to any peace officer. The peace officer(s) assigned to the event shall be identified by the applicant before the reservation occurs. The number of peace officers required:

- 101 – 200 persons: 1 officer is required.

7. Generators, Portable Grills, Open Flame: Reservations including generators, portable grills or open flame shall meet fire safety standards determined by the Fire Marshal. An inspection fee shall only be assessed to non-resident applicants.
8. Animals: Pets animals and petting zoos are allowed during reservations. Pet animal means any animal that has commonly been kept as a pet in family households in the United States, such as dogs, cats, guinea pigs, rabbits, and hamsters. Events with exotic animals or wild animals require City Manager approval.
9. Tables & Chair Rental: City tables and chairs are available for reservation with an additional reservation fee.
10. Security Deposit: A security deposit shall be required, as established in the Fee Schedule of the City of Shavano Park Code of Ordinances (see Attachment 2). Security Deposits may not be refunded based on poor condition of the pavilion following reservation (i.e. the pavilion or any rented amenities attached to its use are left damaged or unclean), failure to observe the rules and regulations of this policy, and failure to adhere to reservation times resulting in disruptions to other reservations.
11. Reservation Fee: All reservations shall require the payment of an advanced fee established in the Fee Schedule of the City of Shavano Park Code of Ordinances (see Attachment 2). The City Manager may waive the reservation fee for non-profit groups.

Attachment 1 – Application for City Hall Outdoor Event / Reservation

Attachment 2 – Extract Fee Schedule of the City of Shavano Park Code of Ordinances

# ATTACHMENT 2 – CITY PAVILION PRIVATE EVENT RESERVATION FEES

City Pavilion Private Event Reservations - Security Deposit	
Residents	\$300
Non-Residents (incl. all organizations)	\$500

City Pavilion Private Event Reservations – Reservation Fees	
Residents	\$150 for a 2 hour event + \$20 for each additional hour
Non-Residents (incl. all organizations)	\$300 for a 2 hour event + \$40 for each additional hour
Reserved Chair	\$1.50 per reserved chair
Reserved Table	\$8.00 per reserved table
Fire Marshal inspection (non-residents events only)	\$50
Staff Table & Chair Setup & Teardown Fee	
Small event of 100 chairs or less	\$160
Large event of 101 chairs or more	\$320

These Fees are also listed in the City of Shavano Park Fee Schedule.

Staff created some event situations to show total fees with this fee schedule:

Event Situation			Event Situation		
2 Hours, 25 people, no chairs or tables			5 Hours, 100 people, 100 chairs & 14 tables, staff setup/teardown		
Fees	Resident	Non-Resident	Fees	Resident	Non-Resident
Reservation Time	\$ 150.00	\$ 300.00	Reservation Time	\$ 210.00	\$ 420.00
Tables	\$ -	\$ -	Tables	\$ 112.00	\$ 112.00
Chairs	\$ -	\$ -	Chairs	\$ 150.00	\$ 150.00
Staff Time	\$ -	\$ -	Staff Time	\$ 160.00	\$ 160.00
<b>Total Reservation Cost</b>	<b>\$ 150.00</b>	<b>\$ 300.00</b>	<b>Total Reservation Cost</b>	<b>\$ 632.00</b>	<b>\$ 842.00</b>
Event Situation			Event Situation		
3 Hours, 40 people, 40 chairs & 0 tables			7 Hours, 200 people, 200 chairs & 25 tables, staff setup/teardown		
Fees	Resident	Non-Resident	Fees	Resident	Non-Resident
Reservation Time	\$ 170.00	\$ 340.00	Reservation Time	\$ 250.00	\$ 500.00
Tables	\$ -	\$ -	Tables	\$ 200.00	\$ 200.00
Chairs	\$ 60.00	\$ 60.00	Chairs	\$ 300.00	\$ 300.00
Staff Time	\$ -	\$ -	Staff Time	\$ 320.00	\$ 320.00
<b>Total Reservation Cost</b>	<b>\$ 230.00</b>	<b>\$ 400.00</b>	<b>Total Reservation Cost</b>	<b>\$ 1,070.00</b>	<b>\$ 1,320.00</b>
Event Situation					
4 Hours, 80 people, 80 chairs & 8 tables, staff setup/teardown					
Fees	Resident	Non-Resident			
Reservation Time	\$ 190.00	\$ 380.00			
Tables	\$ 64.00	\$ 64.00			
Chairs	\$ 120.00	\$ 120.00			
Staff Time	\$ 160.00	\$ 160.00			
<b>Total Reservation Cost</b>	<b>\$ 534.00</b>	<b>\$ 724.00</b>			

# City Pavilion Rental Request Application



## RENTER INFORMATION

Name: \_\_\_\_\_ Organization (if applicable): \_\_\_\_\_  
 Resident? ☐ Yes ☐ No  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

## RENTAL INFORMATION

Date of Event\*: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_  
*\* Can only request dates 1 year in advance. Dates for City Events are priority over rentals.*  
 Day of the Week: SUN ☐ MON ☐ TUES ☐ WED ☐ THU ☐ FRI ☐ SAT ☐  
 Start Time\*: \_\_\_\_\_ End Time\*: \_\_\_\_\_ *\*Must include set up & clean up time in rented time*  
*Resident rate: \$150 for 2 hours & \$20 for each additional hour*  
*Non-Resident rate: \$300 for 2 hour event & \$40 for each additional hour*  
*All rentals require security deposits. \$300 for residents and \$500 for non-residents*  
 Event Type:  
☐ Wedding ☐ Birthday Party Meeting. Type: \_\_\_\_\_  
☐ Family Gathering ☐ Graduation Party Other. Type: \_\_\_\_\_  
☐ Exercise / Yoga ☐ 5K / Race  
☐ Worship Service ☐ Quinceañera  
 Event Details: ☐ Generator, portable grill or open flame\*. If yes, describe: \_\_\_\_\_  
☐ Alcohol Served  
☐ Will any participants be under 21? *\*Requires Fire Marshal inspection before event, \$50 for non-residents*  
*Detailed requirements on page 2* ☐ Concessions, fundraising or retail. If yes, describe: \_\_\_\_\_  
☐ Animals. If yes, describe: \_\_\_\_\_  
☐ DJ / Band / Music. (80 decible limit\*)  
*\*Examples: traffic, lawn mower, sitting in noisy restaurant*  
☐ Decorations. If yes, describe: \_\_\_\_\_

## ADDITIONAL RENTAL OPTIONS

If you would like to rent additional City equipment or services:  
☐ Rent Chairs (208 available) - *\$1.50 per chair* ☐ Staff setup & teardown service  
 Number requested: \_\_\_\_\_ *Small Event service is \$160*  
☐ Rent Tables (15 8-foot, 10 6-foot rectangular tables available) *Small Event are 100 chairs or less*  
*\$8.00 per table* *Large Event service is \$320*  
 Number of 8-foot tables requested: \_\_\_\_\_ *Large events are 101 chairs or more*  
 Number of 6-foot requested: \_\_\_\_\_

## STAFF USE ONLY

**Fee Calculation:**  
 Base Rental Fee: \_\_\_\_\_ Chair Rental Fee: \_\_\_\_\_  
 Hourly Rental Fee: \_\_\_\_\_ Table Rental Fee: \_\_\_\_\_  
 Staff service Fee: \_\_\_\_\_  
 Fire Marshal inspection fee: \_\_\_\_\_  
 Security Deposit required: \_\_\_\_\_ Total Fee required: \_\_\_\_\_  
 Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Conflicts with City Events ☐ Yes ☐ No  
 Peace Officer Required ☐ Yes ☐ No Name: \_\_\_\_\_ PID #: \_\_\_\_\_  
 City Secretary: \_\_\_\_\_ Date: \_\_\_\_\_  
 Fire Marshal inspection required ☐ Yes ☐ No  
 Fire Marshal: \_\_\_\_\_ Date: \_\_\_\_\_  
 City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**General Use Guidelines.** The following general use guidelines apply to both the general public use of the Pavilion as well as private event reservations.

- The Municipal Tract is a multi-use area and privacy in the pavilion area during a private event is not guaranteed. The Municipal Tract trails, playgrounds, parking lot and City Hall (during City business hours) remain open to the public during a private event.
- **Gatherings of 20 or more people using the Pavilion require an approved reservation.**
- **Amplified music or other noises above 80 decibels are not allowed.**
- **All dogs must remain leashed while in the City Pavilion and a pooper scooper, as well as proper disposal of all associated waste, for all dogs is required.**
- **Alcohol is only allowed during an approved reservation.**
- **No glass containers are authorized in the Pavilion / Playground area.**
- **Decorations are allowed but cannot be stapled, nailed, tacked or duct taped to the Pavilion and surrounding grounds. The public is encouraged to use Masking tape or packing tape. All decorations must be removed at the conclusion of the event.**
- **Confetti eggs, cascarones, water balloons, silly strings and sidewalk chalk is prohibited.**
- Electricity in the Pavilion shall be provided for approved reservations only.
- **Private reservations must clean and restore the Pavilion after each use to its original state before the use.**

**Private Event Reservation Guidelines.** All applications are processed on a first-come, first-served basis.

- Hours: Normal operating hours of the Pavilion are between dawn and sunset.
  - The Pavilion is available for reservations between dawn and sunset any day of the week.
  - Events that extend past sunset may be approved in advance by the City Manager, but may not extend past 10 pm.
  - Reservations shall be for a minimum of 2 hours.
  - Setup and clean up time must be included in the reservation time requested.
- Scheduling: All applications for reservations should be submitted at least two weeks in advance. Reservations shall only be taken 1 year in advance.
- Scheduling Conflicts with City Events, other official business: If any private reservation conflicts with City events or other official business, the City business takes priority.
- Number of Participants: No reservation shall be more for more than 200 persons.
- For-profit Business Activities. Events with for-profit business activities require businesses to provide proof of general liability insurance as well as listing the City as

additional insured at minimum of \$250,000. Events with for-profit business activities also require signing of a Release and Waiver of Liability Agreement.

- Alcohol & Security: **All reservations where alcohol will be served require the applicant to sign a *Release and Waiver of Liability Agreement* clarifying and eliminating the City's monitoring of any consumption and certifying all attendees are of age or accompanied by a parent or spouse of age, as dictated by state law. Consumption by individuals under 21 is prohibited, regardless of guardian approval. All bartenders at an event must be TABC licensed. Reservations where alcohol will be served and attendance by over 100 people must provide for security by a peace officer.** Applicants are encouraged to give first opportunity to Shavano Park Police Department officers, second opportunity to Bexar County Sheriff Department officers and third opportunity to any peace officer. The peace officer(s) assigned to the event shall be identified by the applicant before the reservation occurs. The number of peace officers required:
  - **101 – 200 persons: 1 officer is required.**
- Generators, Portable Grills, Open Flame: Reservations including generators, portable grills or open flame shall meet fire safety standards determined by the Fire Marshal. An inspection fee shall be assessed to non-resident applicants.
- Animals: Pets animals and petting zoos are allowed during reservations. Pet animal means any animal that has commonly been kept as a pet in family households in the United States, such as dogs, cats, guinea pigs, rabbits, and hamsters. Events with exotic animals or wild animals require City Manager approval.
- Security Deposit: A security deposit shall be required. Security Deposits may not be refunded based on poor condition of the pavilion following reservation (i.e. the pavilion or any rented amenities attached to its use are left damaged or unclean), failure to observe the rules and regulations of this policy, and failure to adhere to reservation times resulting in disruptions to other reservations.
- Reservation Fee: All reservations shall require the payment of an advanced fee. The City Manager may waive the reservation fee for non-profit groups.

**I acknowledge that I have read the above policies and agree to abide by them during my event.**

\_\_\_\_\_  
**Renter's Signature**

**Date:** \_\_\_\_\_



**RELEASE AND WAIVER OF LIABILITY AGREEMENT  
FOR RENTAL OF THE CITY OF SHAVANO PARK PAVILION**

*Only to be signed by applicants for events with for-profit business activities or where alcohol is to be served.*

I, \_\_\_\_\_ (print name), the renter of the City of Shavano Park's Pavilion, on City of Shavano Park property located at 900 Saddletree Court, Shavano Park, Texas 78231, for the date and time of \_\_\_\_\_ (date of reservation), do hereby agree to indemnify and hold harmless the City of Shavano Park, and its officers and employees, from and against any and all liabilities for any injury to person or property which may be suffered by me or by my party arising out of or in any way connected with my rental of the Pavilion and any activities taking place there on \_\_\_\_\_ (date of reservation).

The City of Shavano Park is eliminated from the responsibility of monitoring alcohol consumption and I do hereby certify all attendees are of age or accompanied by a parent or spouse of age, as dictated by state law. Further it is understood that consumption of alcohol by individuals under 21 is prohibited, regardless of guardian approval while on City Pavilion grounds.

This release and waiver of liability, assumption of risk, and indemnity agreement by myself, the renter, is governed by the laws of Texas. If the final judgment of a court of competent jurisdiction invalidates any part of the agreement, then the remaining parts must be enforced, to the extent possible.

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2020

Agenda item: 6.5

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Discussion / action - Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (Final Reading) - City Manager

X

**Attachments for Reference:**

1) 6.4a Ordinance O-2020-022

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**BACKGROUND / HISTORY:** Changes Highlighted in Yellow. The City recently constructed a pavilion and other amenities in the surrounding grounds. Fees will offset City costs in the maintenance of the pavilion and surrounding grounds.

This item was postponed at the November 23, 2020 Regular City Council Meeting.

This item was approved (first reading) at the January 25, 2021 Regular City Council Meeting. Updates were made following Council Guidance. Rates were adjusted based upon similar comparison to rental rates.

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**DISCUSSION:** This Administrative Ordinance proposes adding security deposits and fees required in *City Policy #20 – Usage of City Pavilion and Grounds*.

City Pavilion Private Event Reservations - Security Deposit	
Residents	\$300
Non-Residents (incl. all organizations)	\$500

City Pavilion Private Event Reservations – Reservation Fees	
Residents	\$150 for a 2 hour event + \$20 for each additional hour
Non-Residents (incl. all organizations)	\$300 for a 2 hour event + \$40 for each additional hour
Reserved Chair	\$1.50 per reserved chair
Reserved Table	\$8.00 per reserved table
Fire Marshal inspection (non-residents events only)	\$50
Staff Table & Chair Setup & Teardown Fee	
Small event of 100 chairs or less	\$160
Large event of 101 chairs or more	\$320

City Attorney advises a resident vs. non-resident fee difference itself is justifiable. Any fee charged just must bear some reasonable relationship for the cost of the City providing the service and cities regularly justify a difference in resident vs. non-resident fees due to a resident's tax contribution, which courts have found justifiable. So long as a non-resident isn't outright barred from using or renting the pavilion there is not an issue. Unless a fee difference were so egregious it could not be justified by what the City and tax payers have put into providing the amenity. It is more of a policy decision.

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**COURSES OF ACTION:** Approve Ordinance O-2020-022 with fees as presented; propose different fees; or decline and provide further guidance to City Staff.

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**FINANCIAL IMPACT:** Fees provide revenues to offset City costs in the maintenance of the City Pavilion and surrounding grounds.

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**MOTION REQUESTED:** Approve Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees (**Final Reading**).

## ORDINANCE NO. O-2020-022

### **AN ORDINANCE AMENDING APPENDIX A – CITY OF SHAVANO PARK FEE SCHEDULE TO ADD CITY PAVILION AND GROUNDS PRIVATE EVENT REGISTRATION SECURITY DEPOSITS AND FEES; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the City of Shavano Park constructed a pavilion and surrounding grounds and desires to make these amenities available to the public for private event reservations; and

**WHEREAS**, the City Council of the City of Shavano Park desires its fees to be fair and equitable to offset City costs in the maintenance of these public facilities; and

**WHEREAS**, the City Council of the City of Shavano Park desires its fee schedule to accurately represent the cost of services provided by the City;

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

#### **I CODE AMENDMENT**

Appendix A – City of Shavano Park Fee Schedule, Miscellaneous Permits, of the City of Shavano Park Code of Ordinances is hereby amended to add the following:

<b>Miscellaneous Permits</b>	
City Pavilion Private Event Reservations - Security Deposit*	
Residents	\$300
Non-Residents	\$500
*Security deposits shall be refundable per <i>City Policy #20 – Usage of City Pavilion and Grounds</i>	
City Pavilion Private Event Reservations – Reservation Fee	
Residents	\$150 for a 2 hour event + \$20 for each additional hour
Non-Residents	\$300 for a 2 hour event + \$40 for each additional hour

Reserved Chair	\$1.00 per reserved chair
Reserved Table	\$5.00 per reserved table
Reserve PA System	\$60.00

## II CUMULATIVE CLAUSE

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

## III SEVERABILITY

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

## IV PROPER NOTICE AND MEETING

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

## V EFFECTIVE DATE

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

**PASSED AND APPROVED** by the City Council of the City of Shavano Park this the 25th day of January, 2021 as an administrative ordinance.

\_\_\_\_\_  
**wROBERT WERNER, MAYOR**

Attest:

\_\_\_\_\_  
**TRISH NICOLS, CITY SECRETARY**

# Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 1/1/2021

To: 1/31/2021

Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments	Project Balance (Remaining Balance)
Accessory Building	<a href="#">2021-44-AB</a>	227 Blackjack Oak Shavano Park TX 78230	Not Issued	01/19/2021	\$1,026.33	\$1,026.33	\$0.00
	Total for Accessory Building: 1				<b>\$1,026.33</b>	<b>\$1,026.33</b>	<b>\$0.00</b>
Building (R)	<a href="#">2021-1-BR</a>	211 Wellesley Loop Shavano Park TX 78231	01/20/2021	01/04/2021	\$13,059.36	\$13,059.36	\$0.00
	<a href="#">2021-22-BR</a>	107 Wellesley Cove Shavano Park TX 78231	Not Issued	01/11/2021	\$13,077.81		\$13,077.81
	<a href="#">2021-78-BR</a>	111 Kinnan Way San Antonio TX 78231	Not Issued	01/27/2021	\$9,214.38		\$9,214.38
	Total for Building (R): 3				<b>\$35,351.55</b>	<b>\$13,059.36</b>	<b>\$22,292.19</b>
Driveway Permit	<a href="#">2021-30-DW</a>	118 WAGON TRAIL RD SHAVANO PARK TX 78231	01/15/2021	01/14/2021	\$158.88	\$158.88	\$0.00
	<a href="#">2021-55-DW</a>	116 Fawn Drive Shavano Park TX 78231	01/25/2021	01/21/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-87-DW</a>	122 wagon trail shavano park TX 78231	02/05/2021	01/28/2021	\$158.88	\$158.88	\$0.00
	Total for Driveway Permit: 3				<b>\$471.51</b>	<b>\$471.51</b>	<b>\$0.00</b>
Electric (C)	<a href="#">2021-34-EC</a>	3010 Napier Park shavano park TX 78231	01/22/2021	01/15/2021	\$517.50	\$512.50	\$5.00
	Total for Electric (C): 1				<b>\$517.50</b>	<b>\$512.50</b>	<b>\$5.00</b>
Electric (R)	<a href="#">2021-25-ER</a>	4430 bayberry row shavano park TX 78249	01/20/2021	01/11/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-33-ER</a>	223 Wellesley Loop Shavano Park TX 78231	01/19/2021	01/15/2021	\$512.50	\$512.50	\$0.00
	<a href="#">2021-48-ER</a>	400 Cliffside Dr Shavano Park TX 78231	01/22/2021	01/20/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-4-ER</a>	14610 NW Military SHAVANO Park TX 78231	01/26/2021	01/05/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-75-ER</a>	103 Broken Bough Lane Shavano Park TX 78231	01/26/2021	01/25/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-76-ER</a>	219 Wellesley Landing Shavano Park TX 78231	02/04/2021	01/26/2021	\$517.63	\$517.63	\$0.00
	<a href="#">2021-77-ER</a>	127 Manchester Way Shavano Park TX 78249	01/28/2021	01/27/2021	\$517.63	\$517.63	\$0.00
	Total for Electric (R): 7				<b>\$2,162.76</b>	<b>\$2,162.76</b>	<b>\$0.00</b>
Fence Permit	<a href="#">2021-51-FN</a>	300 Fawn Drive Shavano Park TX 78231	Not Issued	01/20/2021	\$56.25	\$51.25	\$5.00
	Total for Fence Permit: 1				<b>\$56.25</b>	<b>\$51.25</b>	<b>\$5.00</b>
Finish Out	<a href="#">2021-39-FO</a>	3603 Paesanos Pkwy #110 Shavano Park TX 78231	Not Issued	01/19/2021	\$773.88	\$773.88	\$0.00

# Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 1/1/2021

To: 1/31/2021

Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments	Project Balance (Remaining Balance)
Finish Out	Total for Finish Out: 1				\$773.88	\$773.88	\$0.00
Guest House	<a href="#">2021-79-GH</a>	111 Kinnan Way San Antonio TX 78231	Not Issued	01/27/2021	\$355.00		\$355.00
	Total for Guest House: 1				\$355.00		\$355.00
HVAC (R)	<a href="#">2021-19-HR</a>	310 Cherry Oak Shavano Park TX 78230	Not Issued	01/11/2021	\$100.00		\$100.00
	<a href="#">2021-38-HR</a>	12114 MAGNOLIA BLOSSOM SAN ANTONIO TX 78247	Not Issued	01/19/2021	\$200.00		\$200.00
	<a href="#">2021-74-HR</a>	144 BEDINGFELD SHAVANO PARK TX 78231	01/30/2021	01/25/2021	\$410.00	\$410.00	\$0.00
	<a href="#">2021-91-HR</a>	119 whittingham shavano park TX 78231	02/01/2021	01/28/2021	\$825.13	\$825.13	\$0.00
	<a href="#">2021-92-HR</a>	119 Bedingfeld shavano TX 78231	01/30/2021	01/28/2021	\$825.13	\$825.13	\$0.00
	Total for HVAC (R): 5				\$2,360.26	\$2,060.26	\$300.00
Irrigation (R)	<a href="#">2021-11-IR</a>	143 Bedingfeld Shavano Park TX 78231	02/05/2021	01/07/2021	\$102.50	\$102.50	\$0.00
	<a href="#">2021-35-IR</a>	111 Wellesley Loop Shavano Park TX 78231	Not Issued	01/15/2021	\$105.00		\$105.00
	<a href="#">2021-42-IR</a>	106 Honey Bee Lane Shavano Park TX 78231	Not Issued	01/19/2021	\$105.00		\$105.00
	Total for Irrigation (R): 3				\$312.50	\$102.50	\$210.00
Plumbing (C)	<a href="#">2021-54-PC</a>	202 saddletree rd san antonio TX 78231	01/22/2021	01/21/2021	\$205.00	\$205.00	\$0.00
	<a href="#">2021-7-PC</a>	3010 Napier Park STE 102 Shavano Park TX 78231	01/11/2021	01/06/2021	\$410.00	\$410.00	\$0.00
	Total for Plumbing (C): 2				\$615.00	\$615.00	\$0.00
Plumbing (R)	<a href="#">2021-10-PR</a>	223 wellesley loop Shavano Park TX 78231	01/21/2021	01/07/2021	\$567.50	\$512.50	\$55.00
	<a href="#">2021-2-PR</a>	103 Wagon Trail Rd Shavano park TX 78231	01/06/2021	01/05/2021	\$0.00		\$0.00
	<a href="#">2021-57-PR</a>	135 Long Bow Shavano Park TX 78231	Not Issued	01/21/2021	\$0.00		\$0.00
	<a href="#">2021-59-PR</a>	223 wellesley loop Shavano Park TX 78231	Not Issued	01/22/2021	\$500.00		\$500.00
	<a href="#">2021-62-PR</a>	125 LONG BOW SHAVANO PARK TX 78231	02/10/2021	01/22/2021	\$158.88	\$158.88	\$0.00
	<a href="#">2021-68-PR</a>	119 Lacy Oak Shavano Park TX 78230	01/25/2021	01/22/2021	\$0.00		\$0.00
	<a href="#">2021-70-PR</a>	127 Manchester Way Shavano park TX 78249	01/26/2021	01/25/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-88-PR</a>	511 Talmadge Shavano Park TX 78249	01/28/2021	01/28/2021	\$158.88	\$158.88	\$0.00
	<a href="#">2021-8-PR</a>	100 Ripple Creek Shavano Park TX 78231	01/21/2021	01/07/2021	\$205.00		\$205.00

# Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 1/1/2021

To: 1/31/2021

Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments	Project Balance (Remaining Balance)
Plumbing (R)	<a href="#">2021-90-PR</a>	107 endgate lane shavano park TX 78231	01/29/2021	01/28/2021	\$158.88	\$158.88	\$0.00
	<b>Total for Plumbing (R): 10</b>				<b>\$1,902.89</b>	<b>\$1,142.89</b>	<b>\$760.00</b>
Roof (R)	<a href="#">2021-6-RR</a>	105 Ripple Creek Shavano Park TX 78231	01/07/2021	01/05/2021	\$153.75	\$153.75	\$0.00
	<a href="#">2021-84-RR</a>	102 SADDLETREE SHAVANO PAR TX 78231	Not Issued	01/27/2021	\$155.00		\$155.00
	<b>Total for Roof (R): 2</b>				<b>\$308.75</b>	<b>\$153.75</b>	<b>\$155.00</b>
Site Utility	<a href="#">2021-29-SI</a>	113 Wagon Trail Rd Shavano TX 78231	Not Issued	01/13/2021	\$0.00		\$0.00
	<b>Total for Site Utility: 1</b>				<b>\$0.00</b>		<b>\$0.00</b>
Swimming Pool	<a href="#">2021-16-SP</a>	113 Bikeway Ln Shavano Park TX 78231	Not Issued	01/08/2021	\$600.00		\$600.00
	<a href="#">2021-41-SP</a>	207 Wellesley Hill Shavano Park TX 78231	01/28/2021	01/19/2021	\$620.13	\$620.13	\$0.00
	<a href="#">2021-43-SP</a>	124 Wellesley Loop Shavano Park TX 78231	01/28/2021	01/19/2021	\$620.13	\$620.13	\$0.00
	<a href="#">2021-49-SP</a>	603 geddington shavano park TX 78249	02/03/2021	01/20/2021	\$620.13	\$620.13	\$0.00
	<a href="#">2021-89-SP</a>	214 Granville Way Shavano Park TX 78231	Not Issued	01/28/2021	\$605.00		\$605.00
	<b>Total for Swimming Pool: 5</b>				<b>\$3,065.39</b>	<b>\$1,860.39</b>	<b>\$1,205.00</b>
Tree Trimming (C)	<a href="#">2021-12-TC</a>	218 Wellesley loop Shavano Park TX 78231	01/15/2021	01/08/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-14-TC</a>	307 Cinnamon Oak Shavano Park TX 78231	Not Issued	01/08/2021	\$0.00		\$0.00
	<a href="#">2021-17-TC</a>	208 Cliffside Dr Shavano Park TX 78231	01/16/2021	01/08/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-18-TC</a>	303 Berkeley Oak Shavano Park TX 78230	01/18/2021	01/08/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-24-TC</a>	118 Post Oak Way Shavano Park TX 78230	01/11/2021	01/11/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-26-TC</a>	419 Wellesley landing San antonio TX 78231	Not Issued	01/12/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-27-TC</a>	124 Wellesley Loop Shavano Park TX 78231	01/13/2021	01/12/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-28-TC</a>	109 Pepper Bush Shavano Park TX 78231	01/14/2021	01/13/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-32-TC</a>		01/22/2021	01/15/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-36-TC</a>	306 Red Cedar Shavano park TX 78230	01/26/2021	01/19/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-37-TC</a>	127 Mossy Cup W Shavano Park TX 78231	01/20/2021	01/19/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-3-TC</a>	126 Hampton Way San Antonio TX 78249	01/11/2021	01/05/2021	\$35.88	\$35.88	\$0.00

# Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 1/1/2021

To: 1/31/2021

Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments	Project Balance (Remaining Balance)
Tree Trimming (C)	<a href="#">2021-45-TC</a>	140 Long Bow Shavano Park TX 78231	01/20/2021	01/20/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-46-TC</a>	108 Pepper Bush San Antonio TX 78230	01/21/2021	01/20/2021	\$35.00		\$35.00
	<a href="#">2021-47-TC</a>	104 Rock Squirrel Shavano Park TX 78231	01/20/2021	01/20/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-53-TC</a>	118 Broken Bough Shavano Park TX 78231	01/21/2021	01/21/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-56-TC</a>	104 S Warbler Shavano Park TX 78231	01/21/2021	01/21/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-5-TC</a>	402 hampton way shavano park TX 78249	01/19/2021	01/05/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-60-TC</a>	108 Windmill Shavano Park TX 78231	01/25/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-61-TC</a>	106 Turkey Creek Shavano Park TX 78231	01/25/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-64-TC</a>	423 Cliffside Shavano Park TX 78230	01/24/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-65-TC</a>	206 Durand Oak Shavano Park TX 78230	Not Issued	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-66-TC</a>		Not Issued	01/22/2021	\$35.00		\$35.00
	<a href="#">2021-67-TC</a>	108 Cinnamon Oak Shavano Park TX 78230	01/22/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-72-TC</a>	117 Elm Spring Ln San Antonio TX 78231	01/27/2021	01/25/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-73-TC</a>	402 Happy Trail shavano park TX 78231	01/26/2021	01/25/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-81-TC</a>		Not Issued	01/27/2021	\$35.00		\$35.00
	<a href="#">2021-82-TC</a>	107 Warbler Way Shavano Park TX 78231	01/28/2021	01/27/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-83-TC</a>	203 Post Oak Way Shavano Park TX 78231	02/11/2021	01/27/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-85-TC</a>	210 Hunters Branch S Shavano Park TX 78231	Not Issued	01/28/2021	\$35.00		\$35.00
	<a href="#">2021-86-TC</a>	328 Box Oak Shavano Park TX 78230	01/28/2021	01/28/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-93-TC</a>	500 Happy Trail Shavano Park TX 78231	Not Issued	01/28/2021	\$35.00		\$35.00
	<a href="#">2021-94-TC</a>	202 Box Oak Shavano Park TX 78231	02/01/2021	01/29/2021	\$35.88	\$35.88	\$0.00
	<b>Total for Tree Trimming (C): 33</b>				<b>\$1,143.76</b>	<b>\$968.76</b>	<b>\$175.00</b>
Tree Trimming (R)	<a href="#">2021-13-TR</a>	99 BENT OAK DR shavano park TX 78231	01/08/2021	01/08/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-15-TR</a>	214 Wellesley Lndg Shavano Park TX 78231	01/11/2021	01/08/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-20-TR</a>	101 Warbler Way Shavano Park TX 79231	01/14/2021	01/11/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-21-TR</a>	306 Fawn Drive Shavano Park TX 78231	01/12/2021	01/11/2021	\$35.88	\$35.88	\$0.00

# Fees Collected / Balance By Project

Jurisdiction: Shavano Park

Project Type: Permit

From: 1/1/2021

To: 1/31/2021

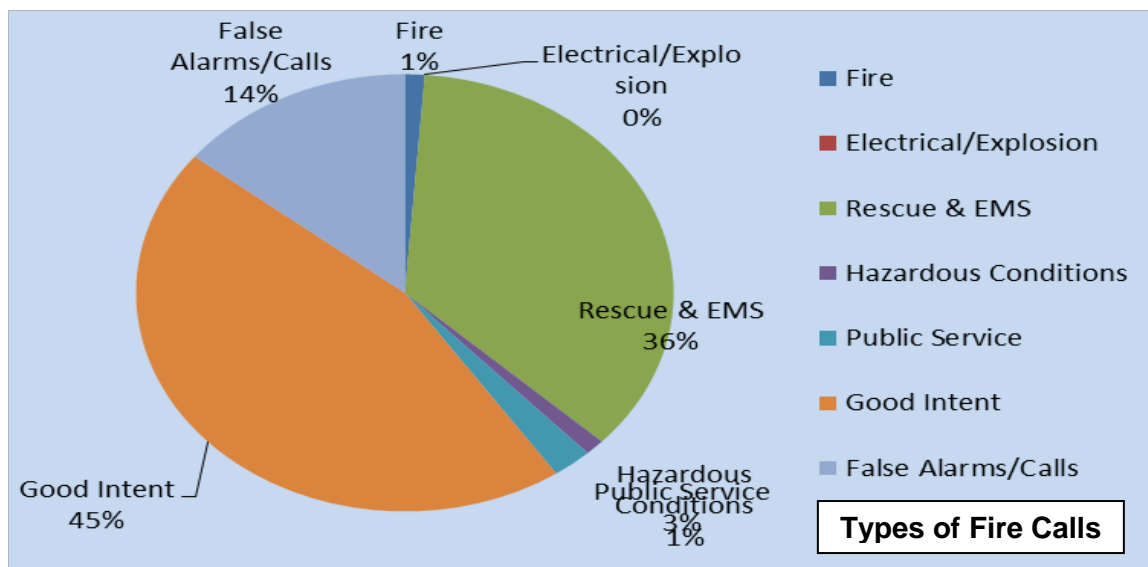
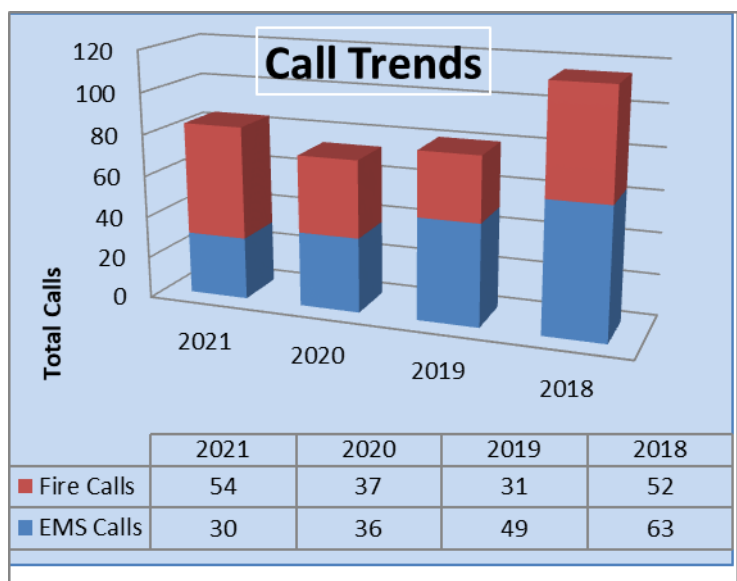
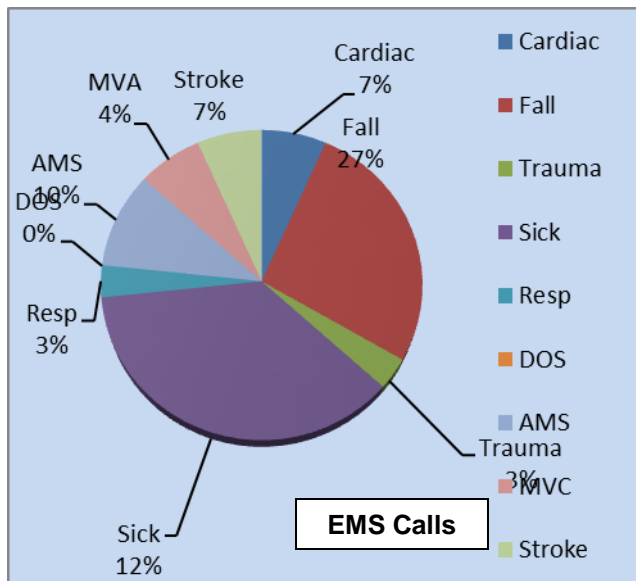
Work Type	Project Number	Address	Issued Date	Create Date	Project Fee (Amount Charged)	Total Payments	Project Balance (Remaining Balance)
Tree Trimming (R)	<a href="#">2021-23-TR</a>	127 Calais Way Shavano Park TX 78249	01/21/2021	01/11/2021	\$35.00		\$35.00
	<a href="#">2021-2-TR</a>	8 De Zavala Place Shavano Park TX 78231	01/22/2021	01/04/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-31-TR</a>	114 Painted Post Ln Shavano Park TX 78231	01/15/2021	01/14/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-50-TR</a>	116 Bobcat Bend Shavano Park TX 78231	Not Issued	01/20/2021	\$35.00		\$35.00
	<a href="#">2021-58-TR</a>	105 rustlers butte shavano park TX 78231	01/22/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-63-TR</a>	106 Happy Trail City of Shavano park TX 78231	01/22/2021	01/22/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-69-TR</a>	110 W Mossy Cup Shavano Park TX 78231	01/25/2021	01/25/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-71-TR</a>	223 Granville Way Shavano Park TX 78231	01/26/2021	01/25/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-80-TR</a>	104 Ripple Creek St Shavano Park TX 78231	01/28/2021	01/27/2021	\$35.88	\$35.88	\$0.00
	<a href="#">2021-9-TR</a>	114 Dovery Way San Antonio TX 78249	01/26/2021	01/07/2021	\$35.88	\$35.88	\$0.00
	<b>Total for Tree Trimming (R): 14</b>				<b>\$500.56</b>	<b>\$430.56</b>	<b>\$70.00</b>
	<b>Total: 93</b>				<b>\$50,923.89</b>	<b>\$25,391.70</b>	<b>\$25,532.19</b>

# Shavano Park Fire Department

## Summary of Events for January 2021

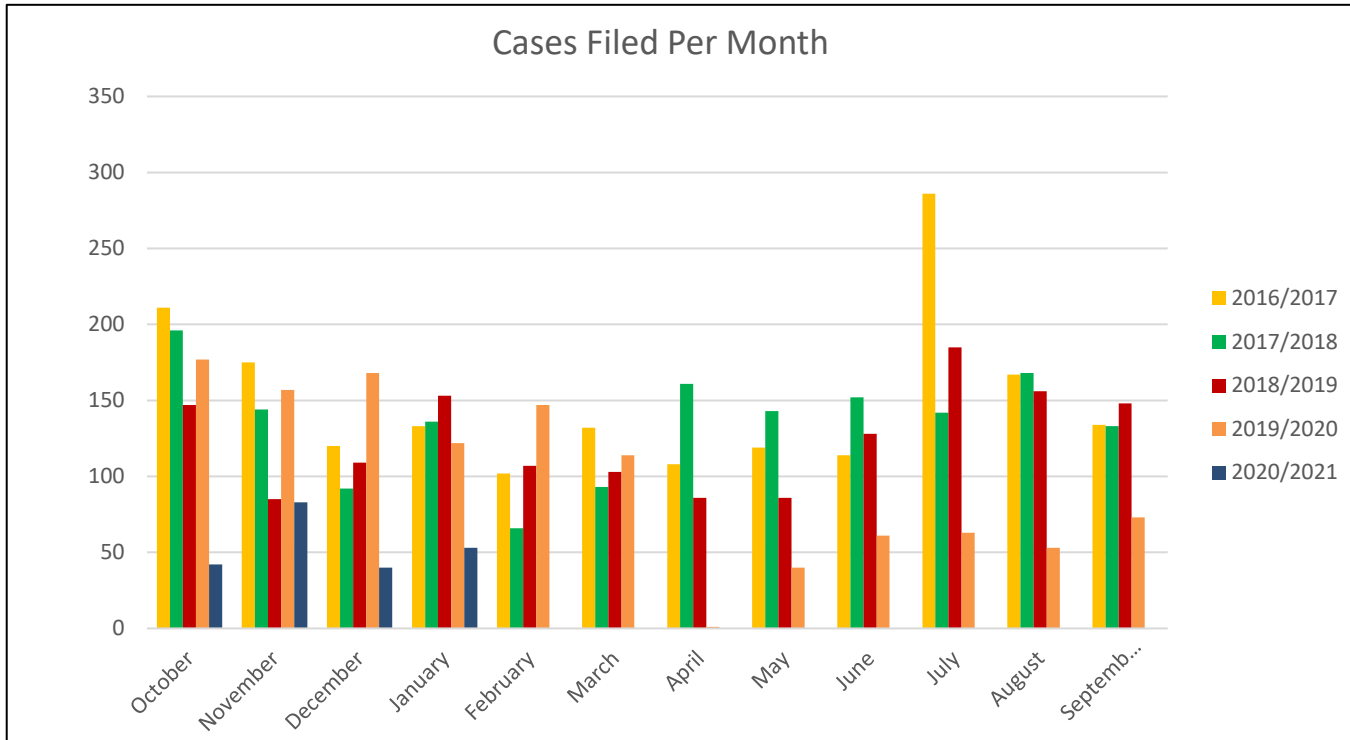


- Shavano Park FD responded to **84** requests for service in January.
- This is a **13.1% increase** from the previous January.
- Shavano Park FD responded to **4** automatic aid requests from Bexar-Bulverde and Leon Valley.
- Shavano Park FD received **3** automatic aid responses for Castle Hills FD and San Antonio FD.
- Shavano Park FD Responded/stood-by for **37** mutual aid requests from other departments
- The average response time for calls within Shavano Park is **4 minutes 52 seconds** this month.
- Fire Fighters completed a total of **365 hours of fire** and **128 hours of EMS** training in the month of January
- Certified Fire Inspector inspected **4** commercial buildings.
- Fire crews performed **2** pre-incident fire plan reviews
- Certified Plans Examiners reviewed **1** sets of commercial building/renovation plans/changes to previously submitted plans



# City of Shavano Park

## Municipal Court Activity January 2021

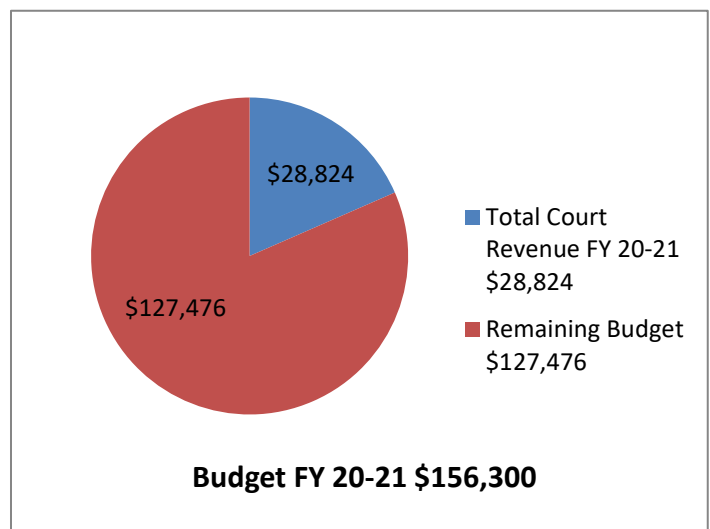


Cases Resolved	Current Month	Prior Year
Fine	18	35
Not Guilty By Judge	0	0
Guilty	16	17
Dismissed	0	0
Compliance Dismissal	2	29
Defensive Driving	1	24
Deferred Disposition	8	15
Proof of Insurance	5	3
<b>TOTAL</b>	<b>50</b>	<b>123</b>

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

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

Court Revenue	Current 20/21	Prior 19/20
October	\$ 7,514	\$ 10,865
November	8,737	10,311
December	5,261	10,494
January	7,312	12,522
February	-	17,307
March	-	15,672
April	-	6,808
May	-	8,853
June	-	17,162
July	-	8,663
August	-	8,466
September	-	5,954
	<b>\$ 28,824</b>	<b>\$ 133,075</b>



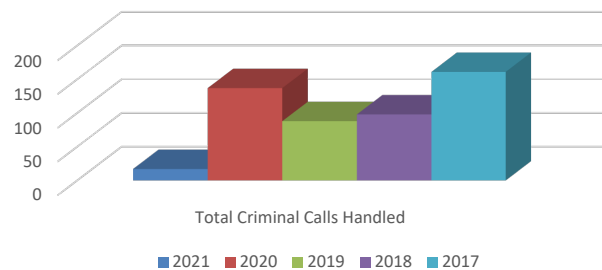
**Monthly Activity Report**  
**City of Shavano Park Police Department**  
**January 2021**

**Non-Criminal Calls**

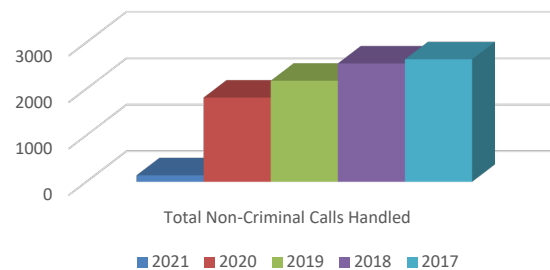
	Jan	Calendar Year				
		2021	2020	2019	2018	2017
Accidents Major (With Injuries)	0	0	2	8	7	10
Accidents Minor (Non-Injury)	7	7	36	74	69	50
Alarm Call	31	31	401	505	498	557
Animal Calls / Complaints	5	5	107	147	171	143
Assist Fire Department / EMS	28	28	373	426	444	388
Assist Other Law Enforcement Agencies	1	1	59	89	94	81
Assist the Public	6	6	80	105	77	106
City Ordinance Violations	4	4	57	34	374	420
noise 1    permit 1    construction 2						
Criminal Trespass Warning	3	3	11	10	5	7
Deceased Person / Natural / Unattended	1	1	23	15	20	17
Disturbance / Keep the Peace	5	5	71	46	59	56
Emergency Detention	1	1	12	9	4	10
Health & Safety Violations	0	0	0	0	0	0
Information Reports	8	8	127	164	213	195
Missing Person / Runaway	0	0	3	4	0	1
Recovered Property / Found Property	3	3	11	9	8	21
Suspicious Activity, Circumstances, Persons, Vehicles	11	11	154	194	214	285
Traffic Hazard	0	0	21	72	47	49
Welfare Concern	5	5	48	65	58	52
911 Hang-up Calls	21	21	217	199	185	188
<b>Total Non-Criminal Calls Handled</b>	<b>140</b>	<b>140</b>	<b>1813</b>	<b>2175</b>	<b>2547</b>	<b>2636</b>
<b>Officer Initiated Contacts</b>						
Community Policing Contacts / Crime Prevention	100	100	899	1496	2620	2630
Out of Town / Patrol-By Reports	7	7	211	430	410	480
<b>Total Officer Initiated Contacts</b>	<b>107</b>	<b>107</b>	<b>1110</b>	<b>1926</b>	<b>3030</b>	<b>3110</b>

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

**Criminal Calls**



**Non Criminal Calls**



## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 7.6.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Presentation of January 2021 Monthly Reports

X

### **Attachments for Reference:**

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

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**BACKGROUND / HISTORY:** The information provided is for the FY 2020-21 budget period, month ending January 31, 2021. The “Current Budget” column contains the original adopted budget. This summary highlights a number of key points related to the current month’s activity for the General Fund and for Water Utility Fund. Staff is also prepared to present the accompanying power point briefing.

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### **DISCUSSION:**

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

As of January 31, 2021, General Fund revenues total \$3,834,082 or 64.03% of the budget. General Fund expenditures total \$2,336,504 or 39.02% of the budget with 4 months or 33.33% of the year complete.

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

- Current M&O Property tax (10-599-1010) collections for the month are \$887,171. The City has received 77.21% of its annual budgeted amount to date. Collection percentage is behind the same period, prior year, which was 80.57% collected.
- Sales Tax revenue received this month totaled \$48,177 based on taxable November 2020 sales reported for monthly filers.
- Franchise Fees are paid quarterly and generally received two months after the quarter. Next receipts expected in February.
- Permits and Licenses revenues total \$33,591 for the month, with \$28,073 in building permits and \$2,769 in plan review fees. January 2021 was the first full month of the use of MyPermitNow, the on-line permitting tool funded thru the Bexar County Suburban Cities ILA re Coronavirus Relief Act.
- Court fees for the month are \$6,896, this is below the amount recognized in January 2020 of \$11,706, due to coronavirus related restrictions on official court proceedings.
- Police/Fire revenues total \$11,895 for the month and includes \$9,169 of collections from the EMS third party biller.

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

-The Council (600) is at 37.30% spent year to date. Minimal expenditures this month.

-The Administration Department (601) is ahead of budget with \$74,411 spent this month or 35.61% of the annual budget utilized to date. The City received the billing for the annual audit, with a 10% discount, which is recorded in account 4083. Contract Labor (4086) includes amounts paid to the temporary receptionist/permit clerk as well as the interim City Secretary. Note: the new City Secretary started January 4, 2021 and the interim CS assisted in the transition. The recognition of annual expenditures in Liability Insurance (3050), Property Insurance (3070), and Computer Software/Incode (4075) in October contributes to actual expenditures exceeding budget to date.

-The Court Department (602) expenditures for the month are \$6,537 for 37.34% of the annual budget spent year to date. The annual charges in October for Incode software in 4075 for \$4,644, as well as the full liability (3050) and property (3070) insurance contribute to the actual expenditures exceeding budget to date. Judge/Prosecutor (3015) ahead of budget as make up court dates were held in October and November to try to work down the case backlog.

-The Public Works Department (603) expenditures for the month are \$34,622 with 63.07% of the annual budget utilized. High percentage of budget utilized is due to the transfer of the General Fund's half of the SIB loan proceeds to the Water Capital Replacement Fund for the water line relocation needed as part of the TxDOT NW Military expansion project - \$462,500 in Transfer to Water Capital (9072) which occurred in November.

-The Fire Department (604) is on budget for day-to-day operations at \$147,012 for the month, 32.05% total spent year to date. Larger expenditures this month include: \$5,832 for the annual CoSA radio access fees in 4045, replacement oven \$1,600 and repairs to bay roll up door \$560 in Building Maintenance (5030), one set of bunker gear \$2,551 under normal replacement and \$1,800 for the second set of structural gear hoods in PPE Maintenance (6060), and nine sets of bunker gear in Capital – PPE Equipment (8040) for the second set of gear.

-The Police Department (605) is a bit ahead of budget for day-to-day expenses. Expenditures for the month are \$138,078 with 34.97% of the budget spent. Larger expenditures this month include \$7,992 for CoSA radio access fees in 4045, \$2,150 for patrol unit 509 repairs for shocks, bearings, struts and coil springs in Vehicle Maintenance (5020).

-The Development Services Department (606) reflects the Professional Services paid for engineering, outside permit inspection, sanitary, and health inspection services with total expenses of \$6,176 or 34.75% of the annual budgeted amount. Computer software/maintenance (4075) includes the in-person training cost related to MyPermitNow.

## **20-WATER FUND**

As of January 31, 2021, the Water Fund total revenues are \$419,151 or 38.02% of the total annual budgeted amount. Water Fund (Water department & Debt Service) expenses total \$311,385 or 28.24% of adopted budget.

**Revenues (Water)**

- Water consumption (5015) billed in January for the month of December is \$37,461 or 41.03%. This is \$18,635 more revenue recognized than for the same month prior year.
- The Debt Service (5018) and Water Service Fee (5019) are on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 33.27% and 33.31% respectively.
- The EAA Pass Thru (5036) fees are charged to customers based on usage, \$5,271 was recorded for the month and 40.96% of the annual budgeted amount has been recognized to date.
- Tapping fee of \$2,800 for 119 Shavano Drive received this month.
- Transfer in from Capital Replacement Fund to offset expense in Meter Replacement (8087).

**Expenses (Water)**

Water department (606) expenses for the day-to-day operations are above budget with a total of \$64,901 or 33.99% of the budget utilized. Expenses include \$1,424 progress billing for NW Military water line relocation in Engineering Services (3012), Water Meter Replacement (8087) includes the cost of 91 new meters.

Debt service payments are scheduled for February (principal and interest) and August (interest only).

**PAYROLL**

The City is on a bi-weekly payroll; there have been 9 pay periods out of 26 so approximately 34.62% should be expensed in the line items directly related to salaries. Workers Comp Insurance (1037), expensed quarterly, is at 25.11% a bit below budget but reasonable after considering the position vacancies during the first quarter of the fiscal year. Next expense recognition will be at the end of March. TMRS (1040) expenditures for departments are at approximately 31.85%, below expected, but in line with the related salaries and overtime. Health insurance related line items are at approximately 31.63%, when 33.33% is expected but also reasonable considering the position vacancies to date.

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

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**FINANCIAL IMPACT:** N/A

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**STAFF RECOMMENDATION:** N/A



## Monthly Financial Report (January 31, 2021)

**Brenda Morey,  
Finance Director**



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

# Total Cash & Investment Update \*

*Together We Can!*



CASH AND INVESTMENTS BY FUND	January 31, 2021	
General Fund (10)	\$	3,753,250
Water Fund ( 20)		1,245,086
Debt Service Fund (30)		297,260
Crime Control District Fund (40)		276,130
PEG Funds (42)		110,547
Oak Wilt Fund ( 45)		93,159
Street Maintenance Fund (48)		621,433
Court Security/Technology (50)		58,772
Child Safety Fund ( 52)		3,815
LEOSE Fund (53)		(1,453)
GF Capital Replacement Fund (70)		1,415,948
Pet Documentation and Rescue Fund (75)		477
<b>Total Cash &amp; Investments **</b>	<b>\$</b>	<b>7,874,424</b>

**\*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		January 31, 2021
<b>OPERATING BANK ACCOUNTS</b>		
Frost Bank	\$	2,354,223
<b>SAVINGS &amp; BANK ACCOUNTS</b>		
Frost Bank		2,230,568
<b>POOLS</b>		
Tex Star	\$ 2,303,960	
Texpool	211,673	
<b>SUBTOTAL - POOLS</b>		<b>2,515,633</b>
<b>CERTIFICATES OF DEPOSIT</b>		
Security Service Credit Union	\$ 259,602	
United SA Credit Union	258,668	
Generation Credit Union	255,730	
<b>SUBTOTAL - CERTIFICATES OF DEPOSIT</b>		<b>774,000</b>
<b>Total Cash &amp; Investments **</b>	<b>\$</b>	<b>7,874,424</b>

**\*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 January 2021 are \$2,816,584 and are ahead of budget at 77.21%.
- January 2021 Sales Tax revenue was \$48,177.

(Collections are for November 2020 sales from monthly filers)

- Building Permits and Licenses revenue for the month was \$33,591 with \$28,073 collected in building permit fees and \$2,769 in plan review fees.
- Major Projects/Improvements in FY 2020-21

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

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

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

# 10 - General Fund Revenues

*Together We Can!*



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % BUDGET COLLECTED
CURRENT PROPERTY TAXES	\$ 3,648,157	\$ 887,171	\$ 2,816,584	77.21%
DEL. TAXES & PENALTIES	39,413	9,500	11,887	30.16%
SALES TAX	520,000	48,177	184,440	35.47%
MIXED BEVERAGE	20,000	5,041	8,184	40.92%
FRANCHISE REVENUES	461,200	4	115,035	24.94%
PERMITS & LICENSES	388,000	33,591	118,486	30.54%
COURT FEES	147,500	6,896	26,869	18.22%
POLICE/FIRE REVENUES	167,800	11,895	55,365	32.99%
MISC/INTEREST/GRANTS	565,763	5,007	497,232	87.89%
TRANSFERS IN/FUND BAL.	30,550	-	-	0.00%
<b>TOTAL REVENUES</b>	<b>\$ 5,988,383</b>	<b>\$ 1,007,282</b>	<b>\$ 3,834,082</b>	<b>64.03%</b>

# 10- General Fund Expenditures

*Together We Can!*



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % BUDGET SPENT
CITY COUNCIL	\$ 35,158	\$ 40	\$ 13,114	37.30%
ADMINISTRATION	937,192	74,411	333,715	35.61%
COURT	91,238	6,537	34,071	37.34%
PUBLIC WORKS	1,034,878	34,622	652,682	63.07%
FIRE DEPARTMENT	1,957,238	147,012	627,301	32.05%
POLICE DEPARTMENT	1,848,629	138,078	646,417	34.97%
DEVELOPMENT SERVICES	84,050	6,176	29,204	34.75%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,988,383</b>	<b>\$ 406,876</b>	<b>\$ 2,336,504</b>	<b>39.02%</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 600,406</b>	<b>\$ 1,497,578</b>	

Expenditures total \$2,336,504 through January 2021 or 39.02% of budget spent with 33.33% of budget complete (4 months).

# 20 - Water Fund Overview



*Together We Can!*

- Total revenues through January are \$419,151 for a total 38.02% of budget, including transfers in.
- Water consumption revenue for January 2021 (actual December 2020 use) is higher in comparison to the same period, prior year by \$18,636.
- Final pumped, consumption and loss percentage numbers are still being calculated.
- Water Department expenses are just a bit above budget thru the month of January at \$311,385 with a total of 33.99% of the budget spent with 33.33% of year complete.
- Major Projects/Improvements in FY 2020-21:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
Water meter replacement	\$ 58,000	\$ 24,924	\$ 33,076	In process
Replace spider water lines in one cul de sac	\$ 28,700	\$ -	\$ 28,700	Not started
Determine viability Well #1 & place in service	\$ 23,500	\$ -	\$ 23,500	Not started

# 20 - Utility Fund Revenues & Expenses

*Together We Can!*



	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
				<u>COLLECTED</u>
WATER CONSUMPTION	\$ 623,000	\$ 37,461	\$ 255,641	41.03%
DEBT SERVICE	189,900	15,783	63,179	33.27%
WATER SERVICE FEE	58,800	4,895	19,584	33.31%
EAA PASS THRU CHARGE	82,700	5,271	33,872	40.96%
MISC/INTEREST/GRANTS	66,600	6,207	21,951	32.96%
TRANSFERS IN	81,500	24,924	24,924	30.58%
<b>TOTAL REVENUES</b>	<b>\$ 1,102,500</b>	<b>\$ 94,541</b>	<b>\$ 419,151</b>	<b>38.02%</b>
				<u>SPENT</u>
WATER DEPARTMENT	\$ 916,076	64,901	311,385	33.99%
DEBT SERVICE	186,424	-	-	0.00%
<b>TOTAL EXPENSES</b>	<b>\$ 1,102,500</b>	<b>\$ 64,901</b>	<b>\$ 311,385</b>	<b>28.24%</b>
<b>REVENUES OVER/(UNDER) EXPENSES</b>	<b>\$ -</b>	<b>\$ 29,640</b>	<b>\$ 107,766</b>	

# Special Revenue Funds

*Together We Can!*



## 40- Crime Control Prevention District

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2209-21 % OF BUDGET
<b>BEGINNING FUND BALANCE</b>	\$ 643,714	\$ 346,107	\$ 643,714	
Crime Control Sales Tax	\$ 130,000	\$ 12,060	\$ 46,011	<b>COLLECTED</b> 35.39%
Interest/Misc.	-	3	14	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ 130,000</b>	<b>\$ 12,063</b>	<b>\$ 46,025</b>	<b>35.40%</b>
Fire Expenditures	\$ 3,125	\$ -	\$ 649	<b>SPENT</b> 20.77%
Police Expenditures	465,752	58,490	389,410	83.61%
<b>TOTAL EXPENDITURES</b>	<b>\$ 468,877</b>	<b>\$ 58,490</b>	<b>\$ 390,059</b>	<b>83.19%</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ (338,877)</b>	<b>\$ (46,427)</b>	<b>\$ (344,034)</b>	
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 304,837</b>	<b>\$ 299,680</b>	<b>\$ 299,680</b>	



## 40 – Crime Control Prevention District

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

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
National Night Out	\$ 6,000	\$ 570	\$ 5,430	In process
24 handheld radios	\$ 162,412	\$ 162,412	\$ -	Completed
Replace two patrol vehicles	\$ 152,000	\$ 146,752	\$ 5,248	In process
Replace CID vehicle	\$ 46,000	\$ 43,728	\$ 2,272	In process
Emergency power system	\$ 37,500	\$ -	\$ 37,500	Planning
Mobile protection gear	\$ 22,000	\$ 26,281	\$ (4,281)	In process
Exterior body armor carriers	\$ 20,000	\$ 7,009	\$ 12,991	In process
Tasers	\$ 9,265	\$ 624	\$ 8,641	In process

# Special Revenue Funds

*Together We Can!*



## 42- PEG Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
<b>BEGINNING FUND BALANCE</b>	<u>\$ 109,730</u>	<u>\$ 113,768</u>	<u>\$ 109,730</u>	
Franchise Fee- PEG	\$ 16,500	\$ 814	\$ 4,849	<u>COLLECTED</u> 29.39%
Misc/Interest	-	1	4	■ #DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ 16,500</b>	<b>\$ 815</b>	<b>\$ 4,853</b>	<b>29.41%</b>
PEG Expenditures	<u>800</u>	<u>-</u>	<u>-</u>	<u>SPENT</u> 0.00%
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ 15,700</b>	<b>\$ 815</b>	<b>\$ 4,853</b>	
<b>PROJECTED ENDING FUND BALANCE</b>	<u><u>\$ 125,430</u></u>	<u><u>\$ 114,583</u></u>	<u><u>\$ 114,583</u></u>	

# Special Revenue Funds

*Together We Can!*



## 45- Oak Wilt Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
<b>BEGINNING FUND BALANCE</b>	\$ 91,962	\$ 90,989	\$ 91,962	
Tree Trimming Permits Revenue	\$ 13,000	\$ 2,170	\$ 3,955	<u>COLLECTED</u> 30.42%
Oak Wilt Expenditures	500	-	2,758	<u>SPENT</u> 551.60%
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	\$ 12,500	\$ 2,170	\$ 1,197	
<b>PROJECTED ENDING FUND BALANCE</b>	<u>\$ 104,462</u>	<u>\$ 93,159</u>	<u>\$ 93,159</u>	

# Special Revenue Funds

*Together We Can!*



## 48- Street Maintenance Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
<b>BEGINNING FUND BALANCE</b>	\$ 599,008	\$ 633,073	\$ 599,008	
Sales Tax Revenues	\$ 130,000	\$ 12,044	\$ 46,109	COLLECTED 35.47%
Materials/Supplies	\$ 50,000	\$ -	\$ -	SPENT 0.00%
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	\$ 80,000	\$ 12,044	\$ 46,109	
<b>PROJECTED ENDING FUND BALANCE</b>	\$ 679,008	\$ 645,117	\$ 645,117	

# Governmental Fund

*Together We Can!*



## 70- Capital Replacement Fund

	FY 2020-21 ADOPTED BUDGET	FY 2020-21 JANUARY 2021	FY 2020-21 YEAR TO DATE	FY 2020-21 % OF BUDGET
<b>BEGINNING FUND BALANCE</b>	<u>\$ 1,899,537</u>	<u>\$ 1,414,586</u>	<u>\$ 1,899,537</u>	
Interest Income	\$ 1,000	\$ 12	\$ 53	COLLECTED 5.30%
Transfers In - General Fund	<u>306,590</u>	<u>-</u>	<u>-</u>	0.00%
<b>TOTAL REVENUES</b>	<u><b>\$ 307,590</b></u>	<u><b>\$ 12</b></u>	<u><b>\$ 53</b></u>	<b>0.02%</b>
Administration	\$ 49,455	\$ -	\$ -	0.00%
Public Works	21,000	6,288	6,288	29.94%
Drainage	450,044	37,573	384,079	85.34%
Fire	<u>138,486</u>	<u>-</u>	<u>138,486</u>	100.00%
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 658,985</b></u>	<u><b>\$ 43,861</b></u>	<u><b>\$ 528,853</b></u>	80.25%
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<u><b>\$ (351,395)</b></u>	<u><b>\$ (43,849)</b></u>	<u><b>\$ (528,800)</b></u>	
<b>PROJECTED ENDING FUND BALANCE</b>	<u><u>\$ 1,548,142</u></u>	<u><u>\$ 1,370,737</u></u>	<u><u>\$ 1,370,737</u></u>	



## 70 – Capital Replacement Fund Overview

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

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>	<u>Status</u>
City Hall emergency power system	\$ 37,500	\$ -	\$ 37,500	Planning
City Hall HVAC replacement	\$ 9,000	\$ -	\$ 9,000	Not started
Public Works UTV	\$ 13,500	\$ -	\$ 13,500	Planning
Equipment trailer	\$ 7,500	\$ 6,288	\$ 1,212	In process
Drainage projects	\$ 450,044	\$ 384,079	\$ 65,965	In process
Fire - replace 18 handheld radios	\$ 138,486	\$ 138,486	\$ -	Completed



## Questions

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>5,988,383.00</u>	<u>1,007,281.95</u>	<u>3,834,082.06</u>	<u>2,154,300.94</u>	<u>64.03</u>
TOTAL REVENUES	<u>5,988,383.00</u> =====	<u>1,007,281.95</u> =====	<u>3,834,082.06</u> =====	<u>2,154,300.94</u> =====	<u>64.03</u> =====
<u>EXPENDITURE SUMMARY</u>					
CITY COUNCIL	35,158.00	39.98	13,113.73	22,044.27	37.30
ADMINISTRATION	937,192.00	74,410.61	333,714.62	603,477.38	35.61
COURT	91,238.00	6,536.86	34,070.86	57,167.14	37.34
PUBLIC WORKS	1,034,878.00	34,621.76	652,682.46	382,195.54	63.07
FIRE DEPARTMENT	1,957,238.00	147,012.43	627,300.61	1,329,937.39	32.05
POLICE DEPARTMENT	1,848,629.00	138,077.93	646,417.26	1,202,211.74	34.97
DEVELOPMENT SERVICES	<u>84,050.00</u>	<u>6,176.29</u>	<u>29,204.48</u>	<u>54,845.52</u>	<u>34.75</u>
TOTAL EXPENDITURES	<u>5,988,383.00</u> =====	<u>406,875.86</u> =====	<u>2,336,504.02</u> =====	<u>3,651,878.98</u> =====	<u>39.02</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	600,406.09	1,497,578.04	( 1,497,578.04)	0.00

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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	3,648,157.00	887,171.15	2,816,583.78	831,573.22	77.21
10-599-1020 DELINQUENT ADVALOREM TAXES	24,413.00	8,999.23	11,055.48	13,357.52	45.29
10-599-1030 PENALTY & INTEREST REVENUE	15,000.00	500.68	831.91	14,168.09	5.55
10-599-1040 MUNICIPAL SALES TAX	520,000.00	48,176.68	184,439.84	335,560.16	35.47
10-599-1060 MIXED BEVERAGE TAX	<u>20,000.00</u>	<u>5,040.74</u>	<u>8,184.11</u>	<u>11,815.89</u>	<u>40.92</u>
TOTAL TAXES	4,227,570.00	949,888.48	3,021,095.12	1,206,474.88	71.46
<u>FRANCHISE REVENUES</u>					
10-599-2020 FRANCHISE FEES - ELECTRIC	315,000.00	0.00	82,827.85	232,172.15	26.29
10-599-2022 FRANCHISE FEES - GAS	31,000.00	0.00	3,712.59	27,287.41	11.98
10-599-2024 FRANCHISE FEES - CABLE	66,000.00	0.00	16,208.54	49,791.46	24.56
10-599-2026 FRANCHISE FEES - PHONE	14,200.00	4.32	2,987.32	11,212.68	21.04
10-599-2028 FRANCHISE FEES - REFUSE	<u>35,000.00</u>	<u>0.00</u>	<u>9,298.37</u>	<u>25,701.63</u>	<u>26.57</u>
TOTAL FRANCHISE REVENUES	461,200.00	4.32	115,034.67	346,165.33	24.94
<u>PERMITS &amp; LICENSES</u>					
10-599-3010 BUILDING PERMITS	310,000.00	28,072.66	105,052.38	204,947.62	33.89
10-599-3012 PLAN REVIEW FEES	40,000.00	2,768.80	5,498.62	34,501.38	13.75
10-599-3018 CERT OF OCCUPANCY PERMITS	6,000.00	100.00	900.00	5,100.00	15.00
10-599-3020 PLATTING FEES	2,000.00	0.00	375.00	1,625.00	18.75
10-599-3025 VARIANCE/RE-ZONE FEES	2,000.00	0.00	0.00	2,000.00	0.00
10-599-3040 CONTRACTORS' LICENSES	9,000.00	750.00	2,950.00	6,050.00	32.78
10-599-3045 INSPECTION FEES	7,000.00	300.00	1,350.00	5,650.00	19.29
10-599-3048 COMMERCIAL SIGN PERMITS	1,500.00	100.00	100.00	1,400.00	6.67
10-599-3050 GARAGE SALE & OTHER PERMITS	1,500.00	0.00	60.00	1,440.00	4.00
10-599-3055 HEALTH INSPECTIONS	4,000.00	1,500.00	2,200.00	1,800.00	55.00
10-599-3060 DEVELOPMENT FEES	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL PERMITS & LICENSES	388,000.00	33,591.46	118,486.00	269,514.00	30.54
<u>COURT FEES</u>					
10-599-4010 MUNICIPAL COURT FINES	120,000.00	5,481.15	22,976.38	97,023.62	19.15
10-599-4021 ARREST FEES	4,000.00	152.87	707.24	3,292.76	17.68
10-599-4028 STATE COURT COST ALLOCATION	5,000.00	0.00	0.00	5,000.00	0.00
10-599-4030 WARRANT FEES	18,000.00	1,250.00	3,150.00	14,850.00	17.50
10-599-4036 JUDICIAL FEE - CITY	<u>500.00</u>	<u>12.28</u>	<u>35.69</u>	<u>464.31</u>	<u>7.14</u>
TOTAL COURT FEES	147,500.00	6,896.30	26,869.31	120,630.69	18.22
<u>POLICE/FIRE REVENUES</u>					
10-599-6010 POLICE REPORT REVENUE	300.00	6.70	25.70	274.30	8.57
10-599-6020 POLICE DEPT - UNCLAIMED FUN	0.00	924.00	924.00 (	924.00)	0.00
10-599-6030 POLICE DEPT. REVENUE	2,500.00	0.00	0.00	2,500.00	0.00
10-599-6060 EMS FEES	165,000.00	10,345.12	53,796.15	111,203.85	32.60
10-599-6065 CARES ACT PROVIDER RELIEF	<u>0.00</u>	<u>619.03</u>	<u>619.03</u> (	<u>619.03</u> )	<u>0.00</u>
TOTAL POLICE/FIRE REVENUES	167,800.00	11,894.85	55,364.88	112,435.12	32.99

10 -GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MISC./GRANTS/INTEREST</u>					
10-599-7000 INTEREST INCOME	10,014.00	233.03	2,015.49	7,998.51	20.13
10-599-7025 US DOJ VEST GRANT	4,000.00	0.00	0.00	4,000.00	0.00
10-599-7030 FORESTRY SERVICE GRANT	10,000.00	0.00	0.00	10,000.00	0.00
10-599-7040 PUBLIC RECORDS REVENUE	50.00	0.00	0.00	50.00	0.00
10-599-7050 ADMINISTRATIVE INCOME	16,264.00	1,031.24	4,460.98	11,803.02	27.43
10-599-7055 BEXAR COUNTY ELECTION	500.00	0.00	1,273.61 (	773.61)	254.72
10-599-7060 CC SERVICE FEES	4,500.00	308.18	1,722.03	2,777.97	38.27
10-599-7070 RECYCLING REVENUE	4,000.00	451.30	1,150.70	2,849.30	28.77
10-599-7075 SITE LEASE/LICENSE FEES	26,935.00	2,617.16	9,268.64	17,666.36	34.41
10-599-7086 DONATIONS- ADMINISTRATION	4,500.00	0.00	0.00	4,500.00	0.00
10-599-7090 SALE OF CITY ASSETS	22,500.00	365.63	14,840.63	7,659.37	65.96
10-599-7099 PROCEEDS OF DEBT ISSUANCE	<u>462,500.00</u>	<u>0.00</u>	<u>462,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MISC./GRANTS/INTEREST	565,763.00	5,006.54	497,232.08	68,530.92	87.89
<u>TRANSFERS IN</u>					
10-599-8020 TRF IN -WATER FUND	22,050.00	0.00	0.00	22,050.00	0.00
10-599-8050 TRF IN -COURT RESTRICTED	<u>8,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,500.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	30,550.00	0.00	0.00	30,550.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	5,988,383.00	1,007,281.95	3,834,082.06	2,154,300.94	64.03
<hr/>					
TOTAL REVENUES	5,988,383.00	1,007,281.95	3,834,082.06	2,154,300.94	64.03
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CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
CITY COUNCIL

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SUPPLIES</u>					
10-600-2020 GENERAL OFFICE SUPPLIES	300.00	0.00	0.00	300.00	0.00
10-600-2035 COUNCIL/EMPLOYEE APPRECIATI	900.00	0.00	231.90	668.10	25.77
10-600-2037 CITY SPONSORED EVENTS	24,000.00	0.00	3,623.98	20,376.02	15.10
10-600-2040 MEETING SUPPLIES	900.00	39.98	182.78	717.22	20.31
10-600-2080 UNIFORMS	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL SUPPLIES	26,200.00	39.98	4,038.66	22,161.34	15.41
 <u>SERVICES</u>					
10-600-3018 CITY WIDE CLEAN UP	1,400.00	0.00	700.00	700.00	50.00
10-600-3020 ASSOCIATION DUES & PUBS	1,758.00	0.00	0.00	1,758.00	0.00
10-600-3030 TRAINING/EDUCATION	1,800.00	0.00	0.00	1,800.00	0.00
10-600-3040 TRAVEL/LODGING/MEALS	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL SERVICES	5,458.00	0.00	700.00	4,758.00	12.83
 <u>CONTRACTUAL</u>					
10-600-4088 ELECTION SERVICES	<u>3,000.00</u>	<u>0.00</u>	<u>8,352.09</u>	( <u>5,352.09</u> )	<u>278.40</u>
TOTAL CONTRACTUAL	3,000.00	0.00	8,352.09	(5,352.09)	278.40
 <u>CAPITAL OUTLAY</u>					
10-600-8015 NON-CAPITAL-COMPUTER EQUIPM	<u>500.00</u>	<u>0.00</u>	<u>22.98</u>	<u>477.02</u>	<u>4.60</u>
TOTAL CAPITAL OUTLAY	500.00	0.00	22.98	477.02	4.60
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TOTAL CITY COUNCIL	35,158.00	39.98	13,113.73	22,044.27	37.30

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
ADMINISTRATION

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-601-1010 SALARIES	487,200.00	33,439.27	160,395.27	326,804.73	32.92
10-601-1015 OVERTIME	500.00	0.00	0.00	500.00	0.00
10-601-1020 MEDICARE	7,166.00	472.62	2,279.90	4,886.10	31.82
10-601-1025 TWC (SUI)	1,080.00	0.00	0.00	1,080.00	0.00
10-601-1030 HEALTH INSURANCE	36,360.00	2,425.50	10,909.50	25,450.50	30.00
10-601-1031 HSA	222.00	11.10	51.80	170.20	23.33
10-601-1033 DENTAL INSURANCE	2,720.00	197.97	848.76	1,871.24	31.20
10-601-1035 VISION CARE INSURANCE	528.00	33.80	148.72	379.28	28.17
10-601-1036 LIFE INSURANCE	422.00	29.25	128.70	293.30	30.50
10-601-1037 WORKERS' COMP INSURANCE	1,151.00	0.00	287.75	863.25	25.00
10-601-1040 TMRS RETIREMENT	68,937.00	4,748.73	22,746.19	46,190.81	33.00
10-601-1070 SPECIAL ALLOWANCES	<u>6,975.00</u>	<u>601.94</u>	<u>2,660.66</u>	<u>4,314.34</u>	<u>38.15</u>
TOTAL PERSONNEL	613,261.00	41,960.18	200,457.25	412,803.75	32.69
<u>SUPPLIES</u>					
10-601-2020 GENERAL OFFICE SUPPLIES	6,800.00	654.69	3,015.47	3,784.53	44.35
10-601-2025 BENEFITS CITYWIDE	1,000.00	450.00	1,050.00 (	50.00)	105.00
10-601-2030 POSTAGE/METER RENTAL	12,520.00	772.25	3,593.94	8,926.06	28.71
10-601-2035 EMPLOYEE APPRECIATION	1,240.00	58.06	559.48	680.52	45.12
10-601-2050 PRINTING & COPYING	1,250.00	395.00	490.20	759.80	39.22
10-601-2060 MED EXAMS/SCREENING/TESTING	1,000.00	406.64	577.73	422.27	57.77
10-601-2070 JANITORIAL SUPPLIES	<u>1,250.00</u>	<u>576.10</u>	<u>576.10</u>	<u>673.90</u>	<u>46.09</u>
TOTAL SUPPLIES	25,060.00	3,312.74	9,862.92	15,197.08	39.36
<u>SERVICES</u>					
10-601-3010 ADVERTISING EXPENSE	4,000.00	138.75	416.25	3,583.75	10.41
10-601-3013 PROFESSIONAL SERVICES	3,950.00	0.00	171.49	3,778.51	4.34
10-601-3015 PROF. SERVICES-LEGAL	54,000.00	1,972.00	8,389.31	45,610.69	15.54
10-601-3016 CODIFICATION EXPENSE	4,000.00	0.00	1,150.00	2,850.00	28.75
10-601-3020 ASSOCIATION DUES & PUBLICAT	4,100.00	315.90	2,483.90	1,616.10	60.58
10-601-3030 TRAINING/EDUCATION	4,500.00	0.00	500.00	4,000.00	11.11
10-601-3040 TRAVEL/MILEAGE/LODGING/PERD	3,000.00	0.00	0.00	3,000.00	0.00
10-601-3050 LIABILITY INSURANCE	11,800.00	0.00	10,011.28	1,788.72	84.84
10-601-3070 PROPERTY INSURANCE	1,150.00	0.00	1,237.95 (	87.95)	107.65
10-601-3075 BANK/CREDIT CARD FEES	3,200.00	494.88	2,143.14	1,056.86	66.97
10-601-3085 WEBSITE TECHNOLGY	2,500.00	0.00	2,200.00	300.00	88.00
10-601-3087 CITIZENS COMMUNICATION/EDUC	<u>7,900.00</u>	<u>336.00</u>	<u>336.00</u>	<u>7,564.00</u>	<u>4.25</u>
TOTAL SERVICES	104,100.00	3,257.53	29,039.32	75,060.68	27.90
<u>CONTRACTUAL</u>					
10-601-4050 DOCUMENT STORAGE/ARCHIVES	3,000.00	200.00	904.00	2,096.00	30.13
10-601-4060 IT SERVICES	45,300.00	3,533.13	15,635.37	29,664.63	34.52
10-601-4075 COMPUTER SOFTWARE/INCODE	11,471.00	99.16	10,712.22	758.78	93.39
10-601-4083 AUDIT SERVICES	16,450.00	14,805.00	14,805.00	1,645.00	90.00
10-601-4084 BEXAR COUNTY APPRAISAL DIST	16,500.00	0.00	4,126.00	12,374.00	25.01
10-601-4085 BEXAR COUNTY TAX ASSESSOR	3,600.00	0.00	3,457.36	142.64	96.04
10-601-4086 CONTRACT LABOR	<u>0.00</u>	<u>4,547.33</u>	<u>18,430.58</u> (	<u>18,430.58)</u>	<u>0.00</u>
TOTAL CONTRACTUAL	96,321.00	23,184.62	68,070.53	28,250.47	70.67

10 -GENERAL FUND  
ADMINISTRATION

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
10-601-5005 EQUIPMENT LEASES	3,700.00	198.57	1,004.89	2,695.11	27.16
10-601-5010 EQUIPMENT MAINT & REPAIR	300.00	0.00	0.00	300.00	0.00
10-601-5015 ELECTRONIC EQPT MAINT	300.00	0.00	0.00	300.00	0.00
10-601-5030 BUILDING MAINTENANCE	<u>29,525.00</u>	<u>779.67</u>	<u>11,060.21</u>	<u>18,464.79</u>	<u>37.46</u>
TOTAL MAINTENANCE	33,825.00	978.24	12,065.10	21,759.90	35.67
<u>UTILITIES</u>					
10-601-7042 UTILITIES - PHONE/CELL/VOIP	<u>17,000.00</u>	<u>1,524.42</u>	<u>6,092.76</u>	<u>10,907.24</u>	<u>35.84</u>
TOTAL UTILITIES	17,000.00	1,524.42	6,092.76	10,907.24	35.84
<u>CAPITAL OUTLAY</u>					
10-601-8015 NON-CAPITAL-COMPUTER	3,500.00	192.88	2,154.55	1,345.45	61.56
10-601-8025 NON-CAPITAL-OFFICE FURNITUR	200.00	0.00	0.00	200.00	0.00
10-601-8026 NON-CAPITAL - FURNITURE	1,000.00	0.00	0.00	1,000.00	0.00
10-601-8080 CAPITAL - IMPROVEMENTS	<u>5,000.00</u>	<u>0.00</u>	<u>5,972.19</u>	<u>( 972.19)</u>	<u>119.44</u>
TOTAL CAPITAL OUTLAY	9,700.00	192.88	8,126.74	1,573.26	83.78
<u>INTERFUND TRANSFERS</u>					
10-601-9010 TRANSFERS/CAPITAL REPLACEME	<u>37,925.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,925.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	37,925.00	0.00	0.00	37,925.00	0.00
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TOTAL ADMINISTRATION	937,192.00	74,410.61	333,714.62	603,477.38	35.61

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
COURT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-602-1010 SALARIES	53,115.00	4,086.40	18,339.20	34,775.80	34.53
10-602-1020 MEDICARE	788.00	60.60	271.98	516.02	34.52
10-602-1025 TWC (SUI)	180.00	0.00	0.00	180.00	0.00
10-602-1036 LIFE INSURANCE	70.00	5.85	23.40	46.60	33.43
10-602-1037 WORKERS' COMP INSURANCE	127.00	0.00	32.51	94.49	25.60
10-602-1040 TMRS RETIREMENT	7,580.00	582.92	2,616.23	4,963.77	34.51
10-602-1070 SPECIAL ALLOWANCES	<u>1,200.00</u>	<u>92.30</u>	<u>415.35</u>	<u>784.65</u>	<u>34.61</u>
TOTAL PERSONNEL	63,060.00	4,828.07	21,698.67	41,361.33	34.41
<u>SUPPLIES</u>					
10-602-2020 OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00
10-602-2050 PRINTING & COPYING	850.00	0.00	0.00	850.00	0.00
10-602-2091 SAFETY SUPPLIES	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>	<u>0.00</u>
TOTAL SUPPLIES	1,600.00	0.00	0.00	1,600.00	0.00
<u>SERVICES</u>					
10-602-3015 JUDGE/PROSECUTOR	15,600.00	1,300.00	6,500.00	9,100.00	41.67
10-602-3020 ASSOCIATION DUES & PUBS	150.00	0.00	75.00	75.00	50.00
10-602-3030 TRAINING/EDUCATION	1,000.00	100.00	100.00	900.00	10.00
10-602-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	0.00	0.00	1,500.00	0.00
10-602-3050 LIABILITY INSURANCE	105.00	0.00	113.03 (	8.03)	107.65
10-602-3070 PROPERTY INSURANCE	53.00	0.00	57.05 (	4.05)	107.64
10-602-3075 BANK/CREDIT CARD FEES	<u>1,600.00</u>	<u>154.02</u>	<u>266.79</u>	<u>1,333.21</u>	<u>16.67</u>
TOTAL SERVICES	20,008.00	1,554.02	7,111.87	12,896.13	35.55
<u>CONTRACTUAL</u>					
10-602-4075 COMPUTER SOFTWARE/INCODE	<u>4,746.00</u>	<u>0.00</u>	<u>4,643.65</u>	<u>102.35</u>	<u>97.84</u>
TOTAL CONTRACTUAL	4,746.00	0.00	4,643.65	102.35	97.84
<u>UTILITIES</u>					
10-602-7042 UTILITIES - PHONE/CELL/VOIP	<u>1,824.00</u>	<u>154.77</u>	<u>616.67</u>	<u>1,207.33</u>	<u>33.81</u>
TOTAL UTILITIES	1,824.00	154.77	616.67	1,207.33	33.81
<u>CAPITAL OUTLAY</u>					
TOTAL COURT	91,238.00	6,536.86	34,070.86	57,167.14	37.34

10 -GENERAL FUND  
PUBLIC WORKS

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-603-1010 SALARIES	215,107.00	16,550.22	73,893.45	141,213.55	34.35
10-603-1015 OVERTIME	7,000.00	951.34	2,465.91	4,534.09	35.23
10-603-1020 MEDICARE	3,580.00	256.37	1,126.23	2,453.77	31.46
10-603-1025 TWC (SUI)	720.00	0.00	0.00	720.00	0.00
10-603-1030 HEALTH INSURANCE	29,088.00	2,424.00	9,696.00	19,392.00	33.33
10-603-1031 HSA	178.00	14.80	59.20	118.80	33.26
10-603-1033 DENTAL INSURANCE	1,706.00	135.06	540.24	1,165.76	31.67
10-603-1035 VISION CARE INSURANCE	365.00	30.42	121.68	243.32	33.34
10-603-1036 LIFE INSURANCE	281.00	22.43	89.72	191.28	31.93
10-603-1037 WORKERS' COMP INSURANCE	5,166.00	0.00	1,314.18	3,851.82	25.44
10-603-1040 TMRS RETIREMENT	34,440.00	2,536.31	11,114.69	23,325.31	32.27
10-603-1070 SPECIAL ALLOWANCES	<u>7,200.00</u>	<u>692.34</u>	<u>3,339.58</u>	<u>3,860.42</u>	<u>46.38</u>
TOTAL PERSONNEL	304,831.00	23,613.29	103,760.88	201,070.12	34.04
<u>SUPPLIES</u>					
10-603-2020 OFFICE SUPPLIES	1,000.00	0.00	695.10	304.90	69.51
10-603-2035 EMPLOYEE APPRECIATION	320.00	0.00	0.00	320.00	0.00
10-603-2050 PRINTING & COPYING	175.00	0.00	144.70	30.30	82.69
10-603-2060 MEDICAL EXAMS/SCREENING/TES	200.00	0.00	0.00	200.00	0.00
10-603-2070 JANITORIAL SUPPLIES	3,000.00	227.25	1,366.47	1,633.53	45.55
10-603-2080 UNIFORMS	2,200.00	0.00	497.51	1,702.49	22.61
10-603-2090 SMALL TOOLS	3,500.00	0.00	2,006.63	1,493.37	57.33
10-603-2091 SAFETY GEAR	<u>1,000.00</u>	<u>120.31</u>	<u>768.99</u>	<u>231.01</u>	<u>76.90</u>
TOTAL SUPPLIES	11,395.00	347.56	5,479.40	5,915.60	48.09
<u>SERVICES</u>					
10-603-3012 PROFESSIONAL - ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00
10-603-3013 PROFESSIONAL SERVICES	15,000.00	552.58	9,310.32	5,689.68	62.07
10-603-3014 PROF SERV - CH & MONUMENTS	20,000.00	360.00	366.81	19,633.19	1.83
10-603-3020 ASSOCIATION DUES & PUBS	300.00	0.00	0.00	300.00	0.00
10-603-3030 TRAINING/EDUCATION	300.00	0.00	0.00	300.00	0.00
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD	250.00	0.00	0.00	250.00	0.00
10-603-3050 LIABILITY INSURANCE	3,750.00	0.00	4,106.56 (	356.56)	109.51
10-603-3060 UNIFORM SERVICE	2,000.00	204.72	1,028.22	971.78	51.41
10-603-3070 PROPERTY INSURANCE	<u>1,825.00</u>	<u>0.00</u>	<u>1,964.58 (</u>	<u>139.58)</u>	<u>107.65</u>
TOTAL SERVICES	48,425.00	1,117.30	16,776.49	31,648.51	34.64
<u>CONTRACTUAL</u>					
10-603-4075 COMPUTER SOFTWARE	<u>1,180.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,180.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL	1,180.00	0.00	0.00	1,180.00	0.00
<u>MAINTENANCE</u>					
10-603-5005 EQUIPMENT LEASES	3,000.00	0.00	300.00	2,700.00	10.00
10-603-5010 EQUIPMENT MAINT & REPAIR	12,000.00	68.40	7,403.24	4,596.76	61.69
10-603-5020 VEHICLE MAINTENANCE	7,000.00 (	33.00)	1,342.56	5,657.44	19.18
10-603-5030 BUILDING MAINTENANCE	7,000.00	18.22	4,314.24	2,685.76	61.63
10-603-5060 VEHICLE & EQPT FUELS	<u>6,000.00</u>	<u>473.33</u>	<u>1,331.07</u>	<u>4,668.93</u>	<u>22.18</u>
TOTAL MAINTENANCE	35,000.00	526.95	14,691.11	20,308.89	41.97

10 -GENERAL FUND  
PUBLIC WORKS

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-603-6011 CHEMICALS	800.00	0.00	0.00	800.00	0.00
10-603-6080 STREET MAINTENANCE	41,000.00	843.96	15,969.41	25,030.59	38.95
10-603-6081 SIGN MAINTENANCE	3,000.00	0.00	320.00	2,680.00	10.67
10-603-6083 DRAINAGE MAINT	500.00	0.00	0.00	500.00	0.00
10-603-6084 PAVILION/PLAY/PATH MAINT	<u>500.00</u>	<u>0.00</u>	<u>218.21</u>	<u>281.79</u>	<u>43.64</u>
TOTAL DEPT MATERIALS-SERVICES	45,800.00	843.96	16,507.62	29,292.38	36.04
<u>UTILITIES</u>					
10-603-7040 UTILITIES - ELECTRIC	38,000.00	3,365.62	12,879.48	25,120.52	33.89
10-603-7041 UTILITIES - GAS	500.00	30.82	110.51	389.49	22.10
10-603-7042 UTILITIES - PHONE	500.00	37.00	148.00	352.00	29.60
10-603-7044 UTILITIES - WATER	13,000.00	2,261.10	9,825.04	3,174.96	75.58
10-603-7045 STREET LIGHTS	<u>29,000.00</u>	<u>2,478.16</u>	<u>9,984.95</u>	<u>19,015.05</u>	<u>34.43</u>
TOTAL UTILITIES	81,000.00	8,172.70	32,947.98	48,052.02	40.68
<u>CAPITAL OUTLAY</u>					
10-603-8015 NON-CAPITAL-COMPUTER	<u>400.00</u>	<u>0.00</u>	<u>18.98</u>	<u>381.02</u>	<u>4.75</u>
TOTAL CAPITAL OUTLAY	400.00	0.00	18.98	381.02	4.75
<u>INTERFUND TRANSFERS</u>					
10-603-9010 TRF TO CAPITAL REPLACEMENT	44,347.00	0.00	0.00	44,347.00	0.00
10-603-9072 TRANSFER TO WATER CAPITAL	<u>462,500.00</u>	<u>0.00</u>	<u>462,500.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL INTERFUND TRANSFERS	506,847.00	0.00	462,500.00	44,347.00	91.25
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TOTAL PUBLIC WORKS	1,034,878.00	34,621.76	652,682.46	382,195.54	63.07

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
FIRE DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-604-1010 SALARIES	1,104,150.00	80,796.96	375,013.00	729,137.00	33.96
10-604-1015 OVERTIME	40,000.00	2,336.00	14,890.55	25,109.45	37.23
10-604-1020 MEDICARE	16,850.00	1,168.02	5,509.62	11,340.38	32.70
10-604-1025 TWC (SUI)	3,060.00	0.00	0.00	3,060.00	0.00
10-604-1030 HEALTH INSURANCE	123,624.00	9,696.00	39,996.00	83,628.00	32.35
10-604-1031 HSA	755.00	44.40	185.00	570.00	24.50
10-604-1033 DENTAL INSURANCE	6,825.00	540.24	2,217.84	4,607.16	32.50
10-604-1035 VISION CARE INSURANCE	1,625.00	128.44	527.28	1,097.72	32.45
10-604-1036 LIFE INSURANCE	1,193.00	93.60	386.10	806.90	32.36
10-604-1037 WORKERS' COMP INSURANCE	32,340.00	0.00	8,323.69	24,016.31	25.74
10-604-1040 TMRS RETIREMENT	162,090.00	11,764.24	55,147.82	106,942.18	34.02
10-604-1070 SPECIAL ALLOWANCES	<u>17,300.00</u>	<u>1,198.78</u>	<u>5,422.23</u>	<u>11,877.77</u>	<u>31.34</u>
TOTAL PERSONNEL	1,509,812.00	107,766.68	507,619.13	1,002,192.87	33.62
<u>SUPPLIES</u>					
10-604-2020 OFFICE SUPPLIES	1,200.00	40.54	384.57	815.43	32.05
10-604-2035 EMPLOYEE APPRECIATION	680.00	0.00	0.00	680.00	0.00
10-604-2060 MEDICAL EXAMS/SCREENING/TES	1,000.00	0.00	9.33	990.67	0.93
10-604-2070 JANITORIAL SUPPLIES	3,000.00	225.74	1,132.89	1,867.11	37.76
10-604-2080 UNIFORMS & ACCESSORIES	<u>8,500.00</u>	<u>0.00</u>	<u>744.68</u>	<u>7,755.32</u>	<u>8.76</u>
TOTAL SUPPLIES	14,380.00	266.28	2,271.47	12,108.53	15.80
<u>SERVICES</u>					
10-604-3017 PROFESSIONAL - MEDICAL DIRE	5,400.00	450.00	1,800.00	3,600.00	33.33
10-604-3020 ASSOCIATION DUES & PUBS	8,420.00	0.00	4,476.80	3,943.20	53.17
10-604-3030 TRAINING/EDUCATION	7,000.00	0.00	2,271.50	4,728.50	32.45
10-604-3040 TRAVEL/MILEAGE/LODGING/PERD	4,000.00	0.00	290.10	3,709.90	7.25
10-604-3050 LIABILITY INSURANCE	21,100.00	0.00	22,713.77 (	1,613.77)	107.65
10-604-3070 PROPERTY INSURANCE	12,200.00	0.00	13,133.08 (	933.08)	107.65
10-604-3080 SPECIAL SERVICES	11,800.00	702.46	4,592.54	7,207.46	38.92
10-604-3090 COMMUNICATIONS SERVICES	<u>4,668.00</u>	<u>503.13</u>	<u>1,917.32</u>	<u>2,750.68</u>	<u>41.07</u>
TOTAL SERVICES	74,588.00	1,655.59	51,195.11	23,392.89	68.64
<u>CONTRACTUAL</u>					
10-604-4045 RADIO ACCESS FEES - COSA	6,000.00	5,832.00	5,832.00	168.00	97.20
10-604-4075 COMPUTER SOFTWARE/MAINTENAN	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL	6,500.00	5,832.00	5,832.00	668.00	89.72
<u>MAINTENANCE</u>					
10-604-5010 EQUIPMENT MAINT & REPAIR	4,500.00	0.00	1,377.94	3,122.06	30.62
10-604-5020 VEHICLE MAINTENANCE	15,200.00	444.44	8,625.37	6,574.63	56.75
10-604-5030 BUILDING MAINTENANCE	6,000.00	2,383.69	2,910.11	3,089.89	48.50
10-604-5060 VEHICLE & EQPT FUELS	<u>10,000.00</u>	<u>448.54</u>	<u>2,283.75</u>	<u>7,716.25</u>	<u>22.84</u>
TOTAL MAINTENANCE	35,700.00	3,276.67	15,197.17	20,502.83	42.57

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
FIRE DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>DEPT MATERIALS-SERVICES</u>					
10-604-6015 ELECTRONIC EQPT MAINT	6,500.00	0.00	405.34	6,094.66	6.24
10-604-6030 INVESTIGATIVE SUPPLIES/PROC	1,500.00	0.00	0.00	1,500.00	0.00
10-604-6040 EMS SUPPLIES	26,240.00	351.46	9,072.68	17,167.32	34.58
10-604-6045 FIRE FIGHTING EQPT SUPPLIES	10,000.00	0.00	1,843.99	8,156.01	18.44
10-604-6060 PPE MAINTENANCE	<u>14,100.00</u>	<u>4,782.04</u>	<u>7,515.92</u>	<u>6,584.08</u>	<u>53.30</u>
TOTAL DEPT MATERIALS-SERVICES	58,340.00	5,133.50	18,837.93	39,502.07	32.29
<u>UTILITIES</u>					
10-604-7044 UTILITIES - WATER	<u>2,000.00</u>	<u>125.71</u>	<u>669.82</u>	<u>1,330.18</u>	<u>33.49</u>
TOTAL UTILITIES	2,000.00	125.71	669.82	1,330.18	33.49
<u>CAPITAL OUTLAY</u>					
10-604-8015 NON-CAPITAL-COMPUTER EQUIPM	400.00	0.00	21.98	378.02	5.50
10-604-8040 CAPITAL - PPE EQUIPMENT	<u>21,200.00</u>	<u>22,956.00</u>	<u>22,956.00</u>	<u>( 1,756.00)</u>	<u>108.28</u>
TOTAL CAPITAL OUTLAY	21,600.00	22,956.00	22,977.98	( 1,377.98)	106.38
<u>INTERFUND TRANSFERS</u>					
10-604-9000 GRANT EXPENDITURES	10,000.00	0.00	2,700.00	7,300.00	27.00
10-604-9010 TRF TO CAPITAL REPLACEMENT	<u>224,318.00</u>	<u>0.00</u>	<u>0.00</u>	<u>224,318.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	234,318.00	0.00	2,700.00	231,618.00	1.15
TOTAL FIRE DEPARTMENT	1,957,238.00	147,012.43	627,300.61	1,329,937.39	32.05

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

10 -GENERAL FUND  
POLICE DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
10-605-1010 SALARIES	1,191,850.00	89,356.60	396,819.84	795,030.16	33.29
10-605-1015 OVERTIME	30,000.00	1,312.26	11,261.00	18,739.00	37.54
10-605-1020 MEDICARE	18,240.00	1,314.87	5,943.36	12,296.64	32.58
10-605-1025 TWC (SUI)	3,420.00	0.00	144.00	3,276.00	4.21
10-605-1030 HEALTH INSURANCE	138,168.00	10,908.00	42,420.00	95,748.00	30.70
10-605-1031 HSA	844.00	62.90	244.20	599.80	28.93
10-605-1033 DENTAL INSURANCE	7,560.00	601.40	2,348.72	5,211.28	31.07
10-605-1035 VISION CARE INSURANCE	1,785.00	141.96	554.32	1,230.68	31.05
10-605-1036 LIFE INSURANCE	1,334.00	111.15	432.90	901.10	32.45
10-605-1037 WORKERS' COMP INSURANCE	29,860.00	0.00	7,434.07	22,425.93	24.90
10-605-1040 TMRS RETIREMENT	175,450.00	13,041.84	58,725.95	116,724.05	33.47
10-605-1070 SPECIAL ALLOWANCES	<u>35,825.00</u>	<u>2,821.16</u>	<u>12,894.25</u>	<u>22,930.75</u>	<u>35.99</u>
TOTAL PERSONNEL	1,634,336.00	119,672.14	539,222.61	1,095,113.39	32.99
<u>SUPPLIES</u>					
10-605-2020 OFFICE SUPPLIES	3,000.00	526.08	630.93	2,369.07	21.03
10-605-2035 EMPLOYEE APPRECIATION	760.00	0.00	0.00	760.00	0.00
10-605-2050 PRINTING & COPYING	1,300.00	52.00	147.80	1,152.20	11.37
10-605-2060 MEDICAL/SCREENING/TESTING/B	500.00	0.00	0.00	500.00	0.00
10-605-2080 UNIFORMS & ACCESSORIES	<u>27,000.00</u>	<u>886.53</u>	<u>13,008.58</u>	<u>13,991.42</u>	<u>48.18</u>
TOTAL SUPPLIES	32,560.00	1,464.61	13,787.31	18,772.69	42.34
<u>SERVICES</u>					
10-605-3020 ASSOCIATION DUES & PUBS	2,869.00	548.00	1,073.00	1,796.00	37.40
10-605-3030 TRAINING/EDUCATION	3,500.00	0.00	1,082.00	2,418.00	30.91
10-605-3040 TRAVEL/MILEAGE/LODGING/PERD	5,000.00	0.00	957.43	4,042.57	19.15
10-605-3050 LIABILITY INSURANCE	18,350.00	0.00	19,753.44 (	1,403.44)	107.65
10-605-3060 UNIFORM MAINTENANCE	6,000.00	408.56	1,505.03	4,494.97	25.08
10-605-3071 PROPERTY INSURANCE	7,900.00	0.00	8,504.21 (	604.21)	107.65
10-605-3072 ANIMAL CONTROL SERVICES	12,500.00	1,000.00	4,000.00	8,500.00	32.00
10-605-3087 CITIZENS COMMUNICATION/ED	500.00	0.00	0.00	500.00	0.00
10-605-3090 COMMUNCIATIONS SERVICES	<u>8,800.00</u>	<u>796.96</u>	<u>2,475.65</u>	<u>6,324.35</u>	<u>28.13</u>
TOTAL SERVICES	65,419.00	2,753.52	39,350.76	26,068.24	60.15
<u>CONTRACTUAL</u>					
10-605-4045 CONTRACT/RADIO FEES COSA	8,000.00	7,992.00	7,992.00	8.00	99.90
10-605-4075 COMPUTER SOFTWARE/INCODE	18,264.00 (	487.00)	12,956.55	5,307.45	70.94
10-605-4086 CONTRACT LABOR	<u>0.00</u>	<u>0.00</u>	<u>6,497.57</u> (	<u>6,497.57)</u>	<u>0.00</u>
TOTAL CONTRACTUAL	26,264.00	7,505.00	27,446.12 (	1,182.12)	104.50
<u>MAINTENANCE</u>					
10-605-5005 EQUIPMENT LEASES	2,000.00	104.03	438.23	1,561.77	21.91
10-605-5010 EQUIPMENT MAINT & REPAIR	2,000.00	224.00	323.98	1,676.02	16.20
10-605-5015 ELECTRONIC EQPT MAINT	5,350.00	0.00	68.35	5,281.65	1.28
10-605-5020 VEHICLE MAINTENANCE	30,000.00	2,257.62	9,836.79	20,163.21	32.79
10-605-5060 VEHICLE & EQPT FUELS	<u>30,000.00</u>	<u>2,931.57</u>	<u>9,606.14</u>	<u>20,393.86</u>	<u>32.02</u>
TOTAL MAINTENANCE	69,350.00	5,517.22	20,273.49	49,076.51	29.23

10 -GENERAL FUND  
POLICE DEPARTMENT

% OF YEAR COMPLETED: 33.33

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	172.92	559.43	2,440.57	18.65
10-605-6032 POLICE SAFETY SUPPLIES	3,000.00	45.00	261.60	2,738.40	8.72
10-605-6035 FIREARMS EQUIPMENT/SUPPLIES	<u>8,800.00</u>	<u>0.00</u>	<u>3,389.85</u>	<u>5,410.15</u>	<u>38.52</u>
TOTAL DEPT MATERIALS-SERVICES	14,800.00	217.92	4,210.88	10,589.12	28.45
<u>UTILITIES</u>					
10-605-7042 UTILITES- PHONE	<u>5,500.00</u>	<u>328.52</u>	<u>1,313.63</u>	<u>4,186.37</u>	<u>23.88</u>
TOTAL UTILITIES	5,500.00	328.52	1,313.63	4,186.37	23.88
<u>CAPITAL OUTLAY</u>					
10-605-8015 NON-CAPITAL-COMPUTER EQUIP.	<u>400.00</u>	<u>619.00</u>	<u>812.46</u>	( <u>412.46</u> )	<u>203.12</u>
TOTAL CAPITAL OUTLAY	400.00	619.00	812.46	(412.46)	203.12
<u>INTERFUND TRANSFERS</u>					
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TOTAL POLICE DEPARTMENT	1,848,629.00	138,077.93	646,417.26	1,202,211.74	34.97

10 -GENERAL FUND  
DEVELOPMENT SERVICES

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>SUPPLIES</u>					
10-607-2020 OFFICE SUPPLIES	100.00	0.00	0.00	100.00	0.00
10-607-2050 PRINTING & COPYING	<u>750.00</u>	<u>0.00</u>	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>
TOTAL SUPPLIES	850.00	0.00	0.00	850.00	0.00
<u>SERVICES</u>					
10-607-3012 PROF -ENGINEERING REVIEW	2,000.00	0.00	0.00	2,000.00	0.00
10-607-3015 PROF -BLDG INSPECTION SERVI	70,000.00	5,012.00	24,632.00	45,368.00	35.19
10-607-3016 PROF -HEALTH INSPECTOR	2,000.00	0.00	660.00	1,340.00	33.00
10-607-3017 PROF -SANITARY INSPECTION S	2,500.00	0.00	1,480.00	1,020.00	59.20
10-607-3020 ASSOCIATION DUES & PUBS	<u>1,700.00</u>	<u>( 73.79)</u>	<u>894.40</u>	<u>805.60</u>	<u>52.61</u>
TOTAL SERVICES	78,200.00	4,938.21	27,666.40	50,533.60	35.38
<u>CONTRACTUAL</u>					
10-607-4075 COMPUTER SOFTWARE/MAINTENAN	<u>5,000.00</u>	<u>1,238.08</u>	<u>1,538.08</u>	<u>3,461.92</u>	<u>30.76</u>
TOTAL CONTRACTUAL	5,000.00	1,238.08	1,538.08	3,461.92	30.76
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TOTAL DEVELOPMENT SERVICES	84,050.00	6,176.29	29,204.48	54,845.52	34.75
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TOTAL EXPENDITURES	<u>5,988,383.00</u>	<u>406,875.86</u>	<u>2,336,504.02</u>	<u>3,651,878.98</u>	<u>39.02</u>
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REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>600,406.09</u>	<u>1,497,578.04</u>	<u>( 1,497,578.04)</u>	<u>0.00</u>
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CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

20 -WATER FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,102,500.00</u>	<u>94,541.76</u>	<u>419,151.38</u>	<u>683,348.62</u>	<u>38.02</u>
TOTAL REVENUES	<u>1,102,500.00</u> =====	<u>94,541.76</u> =====	<u>419,151.38</u> =====	<u>683,348.62</u> =====	<u>38.02</u> =====
 <u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	916,076.00	64,900.91	311,385.49	604,690.51	33.99
DEBT SERVICE	<u>186,424.00</u>	<u>0.00</u>	<u>0.00</u>	<u>186,424.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,102,500.00</u> =====	<u>64,900.91</u> =====	<u>311,385.49</u> =====	<u>791,114.51</u> =====	<u>28.24</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	29,640.85	107,765.89 (	107,765.89)	0.00

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

20 -WATER FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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	623,000.00	37,461.22	255,641.83	367,358.17	41.03
20-599-5016 LATE CHARGES	6,000.00	0.00	0.00	6,000.00	0.00
20-599-5018 DEBT SERVICE	189,900.00	15,783.42	63,178.84	126,721.16	33.27
20-599-5019 WATER SERVICE FEE	58,800.00	4,895.08	19,583.80	39,216.20	33.31
20-599-5036 EAA PASS THRU CHARGE	82,700.00	5,270.50	33,872.00	48,828.00	40.96
20-599-5040 TAPPING FEES	<u>0.00</u>	<u>2,800.00</u>	<u>2,800.00</u>	<u>( 2,800.00)</u>	<u>0.00</u>
TOTAL WATER SALES	960,400.00	66,210.22	375,076.47	585,323.53	39.05
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	2,000.00	17.39	1,033.38	966.62	51.67
20-599-7011 OTHER INCOME	0.00	8.90	35.60	( 35.60)	0.00
20-599-7012 LEASE OF WATER RIGHTS	15,000.00	0.00	4,500.00	10,500.00	30.00
20-599-7060 CC SERVICE FEES	5,000.00	158.52	701.38	4,298.62	14.03
20-599-7075 SITE/TOWER LEASE REVENUE	<u>38,600.00</u>	<u>3,222.74</u>	<u>12,880.56</u>	<u>25,719.44</u>	<u>33.37</u>
TOTAL MISC./GRANTS/INTEREST	60,600.00	3,407.55	19,150.92	41,449.08	31.60
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN-CAPITAL REPLACEMENT	<u>81,500.00</u>	<u>24,923.99</u>	<u>24,923.99</u>	<u>56,576.01</u>	<u>30.58</u>
TOTAL TRANSFERS IN	81,500.00	24,923.99	24,923.99	56,576.01	30.58
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TOTAL NON-DEPARTMENTAL	1,102,500.00	94,541.76	419,151.38	683,348.62	38.02
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TOTAL REVENUES	<u>1,102,500.00</u>	<u>94,541.76</u>	<u>419,151.38</u>	<u>683,348.62</u>	<u>38.02</u>
	=====	=====	=====	=====	=====

20 -WATER FUND  
WATER DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
20-606-1010 SALARIES	212,300.00	16,332.72	66,377.38	145,922.62	31.27
20-606-1015 OVERTIME	15,000.00	754.47	4,632.56	10,367.44	30.88
20-606-1020 MEDICARE	3,200.00	250.28	1,038.26	2,161.74	32.45
20-606-1025 TWC (SUI)	720.00	0.00	0.00	720.00	0.00
20-606-1030 HEALTH INSURANCE	29,088.00	2,424.00	9,696.00	19,392.00	33.33
20-606-1031 HSA	178.00	14.80	59.20	118.80	33.26
20-606-1033 DENTAL INSURANCE	1,365.00	120.86	483.44	881.56	35.42
20-606-1035 VISION CARE INSURANCE	365.00	33.80	135.20	229.80	37.04
20-606-1036 LIFE INSURANCE	281.00	22.43	89.72	191.28	31.93
20-606-1037 WORKERS' COMP INSURANCE	5,760.00	0.00	1,288.41	4,471.59	22.37
20-606-1040 TMRS RETIREMENT	30,680.00	2,467.51	10,227.16	20,452.84	33.33
20-606-1070 SPECIAL ALLOWANCES	<u>11,500.00</u>	<u>588.50</u>	<u>2,278.97</u>	<u>9,221.03</u>	<u>19.82</u>
TOTAL PERSONNEL	310,437.00	23,009.37	96,306.30	214,130.70	31.02
<u>SUPPLIES</u>					
20-606-2020 OFFICE SUPPLIES	1,700.00	53.68	416.99	1,283.01	24.53
20-606-2030 POSTAGE	3,100.00	230.30	1,099.89	2,000.11	35.48
20-606-2035 EMPLOYEE APPRECIATION	150.00	0.00	0.00	150.00	0.00
20-606-2050 PRINTING & COPYING	500.00	0.00	469.78	30.22	93.96
20-606-2060 MED EXAMS/SCREENING/TESTING	100.00	0.00	0.00	100.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	8,000.00	1,051.55	3,818.04	4,181.96	47.73
20-606-2080 UNIFORMS	1,795.00	461.52	956.48	838.52	53.29
20-606-2090 SMALL TOOLS	2,500.00	0.00	623.37	1,876.63	24.93
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,900.00</u>	<u>0.00</u>
TOTAL SUPPLIES	19,845.00	1,797.05	7,384.55	12,460.45	37.21
<u>SERVICES</u>					
20-606-3012 ENGINEERING SERVICES	10,000.00	1,424.00	4,126.00	5,874.00	41.26
20-606-3013 PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,215.00	300.00	600.00	1,615.00	27.09
20-606-3030 TRAINING/EDUCATION	3,750.00	0.00	1,550.00	2,200.00	41.33
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,000.00 (	37.36)	0.00	1,000.00	0.00
20-606-3050 INSURANCE - LIABILITY	3,900.00	0.00	4,198.28 (	298.28)	107.65
20-606-3060 UNIFORM SERVICES	3,000.00	204.72	988.80	2,011.20	32.96
20-606-3070 INSURANCE - PROPERTY	1,900.00	0.00	2,045.32 (	145.32)	107.65
20-606-3075 CONSERV. ED./REBATES	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	750.00	42.75	154.85	595.15	20.65
20-606-3082 WATER ANALYSIS FEES	<u>7,000.00</u>	<u>58.00</u>	<u>2,575.70</u>	<u>4,424.30</u>	<u>36.80</u>
TOTAL SERVICES	35,615.00	1,992.11	16,238.95	19,376.05	45.60
<u>CONTRACTUAL</u>					
20-606-4075 COMPUTER SOFTWARE/INCODE	8,870.00	256.00	3,948.58	4,921.42	44.52
20-606-4085 EAA -WATER MANAGEMENT FEES	<u>84,084.00</u>	<u>6,306.52</u>	<u>26,066.08</u>	<u>58,017.92</u>	<u>31.00</u>
TOTAL CONTRACTUAL	92,954.00	6,562.52	30,014.66	62,939.34	32.29

20 -WATER FUND  
WATER DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	1,500.00	0.00	4,039.32 (	2,539.32)	269.29
20-606-5010 EQUIPMENT MAINT & REPAIR	5,000.00	0.00	1,825.58	3,174.42	36.51
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	0.00	2,071.94	928.06	69.06
20-606-5030 BUILDING MAINTENANCE	2,500.00	0.00	1,913.05	586.95	76.52
20-606-5060 VEHICLE & EQPT FUELS	<u>4,000.00</u>	<u>295.56</u>	<u>761.24</u>	<u>3,238.76</u>	<u>19.03</u>
TOTAL MAINTENANCE	16,500.00	295.56	10,611.13	5,888.87	64.31
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	10,000.00	427.81	1,647.81	8,352.19	16.48
20-606-6050 WATER METERS & BOXES	4,500.00	0.00	2,383.00	2,117.00	52.96
20-606-6055 FIRE HYDRANTS & VALVES	10,000.00	0.00	0.00	10,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	5,000.00	0.00	1,478.94	3,521.06	29.58
20-606-6061 WELL SITE #1	8,750.00	0.00	1,478.04	7,271.96	16.89
20-606-6062 WELL SITE #2-EAA MONITORED	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	1,800.00	0.00	0.00	1,800.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	1,300.00	0.00	0.00	1,300.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	1,000.00	0.00	1,478.28 (	478.28)	147.83
20-606-6066 WELL SITE #6-MUNI TRACT	4,000.00	0.00	1,478.03	2,521.97	36.95
20-606-6067 WELL SITE #7	4,000.00	0.00	2,023.03	1,976.97	50.58
20-606-6068 WELL SITE #8	4,000.00	0.00	1,478.03	2,521.97	36.95
20-606-6069 WELL SITE #9-TRINITY	1,000.00	0.00	325.00	675.00	32.50
20-606-6070 SCADA SYSTEM MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
20-606-6071 SHAVANO DRIVE PUMP STATION	15,000.00	0.00	810.00	14,190.00	5.40
20-606-6072 WATER SYSTEM MAINTENANCE	30,000.00	1,609.26	5,166.59	24,833.41	17.22
20-606-6080 STREET MAINT SUPPLIES	<u>4,000.00</u>	<u>0.00</u>	<u>1,489.68</u>	<u>2,510.32</u>	<u>37.24</u>
TOTAL DEPT MATERIALS-SERVICES	108,650.00	2,037.07	21,236.43	87,413.57	19.55
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	72,000.00	4,242.85	25,368.62	46,631.38	35.23
20-606-7042 UTILITIES - PHONE/CELL	1,350.00	0.00	0.00	1,350.00	0.00
20-606-7044 UTILITIES - WATER	<u>400.00</u>	<u>40.39</u>	<u>157.82</u>	<u>242.18</u>	<u>39.46</u>
TOTAL UTILITIES	73,750.00	4,283.24	25,526.44	48,223.56	34.61
<u>CAPITAL OUTLAY</u>					
20-606-8020 NON-CAPITAL MAINTENANCE EQU	4,820.00	0.00	4,717.94	102.06	97.88
20-606-8080 WATER SYSTEM IMPROVEMENTS	28,700.00	0.00	0.00	28,700.00	0.00
20-606-8087 WATER METER REPLACEMENT	58,000.00	24,923.99	24,923.99	33,076.01	42.97
20-606-8091 CAPITAL - WELL #1	23,500.00	0.00	0.00	23,500.00	0.00
20-606-8098 CAPITAL - WELL #8	<u>0.00</u>	<u>0.00</u>	<u>74,425.10</u> (	<u>74,425.10)</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	115,020.00	24,923.99	104,067.03	10,952.97	90.48
<u>INTERFUND TRANSFERS</u>					
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	<u>121,255.00</u>	<u>0.00</u>	<u>0.00</u>	<u>121,255.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	143,305.00	0.00	0.00	143,305.00	0.00
TOTAL WATER DEPARTMENT	916,076.00	64,900.91	311,385.49	604,690.51	33.99

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

20 -WATER FUND  
DEBT SERVICE

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
20-607-8016 2017 GO REFUNDING (2009) PR	70,000.00	0.00	0.00	70,000.00	0.00
20-607-8017 2017 GO REFUNDING (2009) IN	65,000.00	0.00	0.00	65,000.00	0.00
20-607-8030 BOND AGENT FEES	400.00	0.00	0.00	400.00	0.00
20-607-8056 2018 GO REFUNDING (2009) PR	44,183.00	0.00	0.00	44,183.00	0.00
20-607-8057 2018 GO REFUNDING (2009) IN	<u>6,841.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,841.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	186,424.00	0.00	0.00	186,424.00	0.00
<hr/>					
TOTAL DEBT SERVICE	186,424.00	0.00	0.00	186,424.00	0.00
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TOTAL EXPENDITURES	1,102,500.00	64,900.91	311,385.49	791,114.51	28.24
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	29,640.85	107,765.89 (	107,765.89)	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

30 -DEBT SERVICE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>197,766.00</u>	<u>42,863.85</u>	<u>135,070.37</u>	<u>62,695.63</u>	<u>68.30</u>
TOTAL REVENUES	<u>197,766.00</u>	<u>42,863.85</u>	<u>135,070.37</u>	<u>62,695.63</u>	<u>68.30</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
DEBT SERVICE	<u>197,766.00</u>	<u>0.00</u>	<u>0.00</u>	<u>197,766.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>197,766.00</u>	<u>0.00</u>	<u>0.00</u>	<u>197,766.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	42,863.85	135,070.37 (	135,070.37)	0.00

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

30 -DEBT SERVICE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
30-599-1010 CURRENT ADVALOREM TAXES	129,670.00	42,326.96	134,379.06 (	4,709.06)	103.63
30-599-1020 DELINQUENT ADVALOREM TAXES	0.00	500.47	595.81 (	595.81)	0.00
30-599-1030 PENALTY & INTEREST	<u>0.00</u>	<u>26.14</u>	<u>42.16</u> (	<u>42.16)</u>	<u>0.00</u>
TOTAL TAXES	129,670.00	42,853.57	135,017.03 (	5,347.03)	104.12
<u>TRANSFERS IN</u>					
30-599-8010 INTEREST INCOME	0.00	10.28	53.34 (	53.34)	0.00
30-599-8030 FUND BALANCE - TRANSFER IN	<u>68,096.00</u>	<u>0.00</u>	<u>0.00</u>	<u>68,096.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	68,096.00	10.28	53.34	68,042.66	0.08
<hr/>					
TOTAL NON-DEPARTMENTAL	197,766.00	42,863.85	135,070.37	62,695.63	68.30
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TOTAL REVENUES	197,766.00	42,863.85	135,070.37	62,695.63	68.30
	=====	=====	=====	=====	=====

30 -DEBT SERVICE FUND  
DEBT SERVICE

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
30-607-8054 BOND AGENT FEES	500.00	0.00	0.00	500.00	0.00
30-607-8056 2018 GO REFUNDING (2009) PR	170,818.00	0.00	0.00	170,818.00	0.00
30-607-8057 2018 GO REFUNDING (2009) IN	<u>26,448.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26,448.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	197,766.00	0.00	0.00	197,766.00	0.00
<hr/>					
TOTAL DEBT SERVICE	197,766.00	0.00	0.00	197,766.00	0.00
<hr/>					
TOTAL EXPENDITURES	197,766.00	0.00	0.00	197,766.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	42,863.85	135,070.37	( 135,070.37)	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

40 -CRIME CONTROL DISTRICT  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>468,877.00</u>	<u>12,063.22</u>	<u>46,025.00</u>	<u>422,852.00</u>	<u>9.82</u>
TOTAL REVENUES	<u>468,877.00</u> =====	<u>12,063.22</u> =====	<u>46,025.00</u> =====	<u>422,852.00</u> =====	<u>9.82</u> =====
 <u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	3,125.00	0.00	649.00	2,476.00	20.77
POLICE DEPARTMENT	<u>465,752.00</u>	<u>58,489.75</u>	<u>389,410.12</u>	<u>76,341.88</u>	<u>83.61</u>
TOTAL EXPENDITURES	<u>468,877.00</u> =====	<u>58,489.75</u> =====	<u>390,059.12</u> =====	<u>78,817.88</u> =====	<u>83.19</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 46,426.53)	( 344,034.12)	344,034.12	0.00

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

40 -CRIME CONTROL DISTRICT  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
40-599-1050 SALES - CRIME CONTROL DIST	<u>130,000.00</u>	<u>12,060.35</u>	<u>46,011.40</u>	<u>83,988.60</u>	<u>35.39</u>
TOTAL TAXES	130,000.00	12,060.35	46,011.40	83,988.60	35.39
<u>MISC./GRANTS/INTEREST</u>					
<hr/>					
<u>TRANSFERS IN</u>					
40-599-8005 INTEREST INCOME	0.00	2.87	13.60 (	13.60)	0.00
40-599-8099 FUND BALANCE RESERVE	<u>338,877.00</u>	<u>0.00</u>	<u>0.00</u>	<u>338,877.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	338,877.00	2.87	13.60	338,863.40	0.00
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TOTAL NON-DEPARTMENTAL	468,877.00	12,063.22	46,025.00	422,852.00	9.82
<hr/>					
TOTAL REVENUES	<u>468,877.00</u>	<u>12,063.22</u>	<u>46,025.00</u>	<u>422,852.00</u>	<u>9.82</u>
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

40 -CRIME CONTROL DISTRICT  
FIRE DEPARTMENT

% OF YEAR COMPLETED: 33.33

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

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

40 -CRIME CONTROL DISTRICT  
POLICE DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
40-605-3030 TRAINING/EDUCATION	6,400.00	803.14	2,377.87	4,022.13	37.15
40-605-3087 CITIZENS COMMUNICATION/EDUC	<u>7,000.00</u>	<u>0.00</u>	<u>570.00</u>	<u>6,430.00</u>	<u>8.14</u>
TOTAL SERVICES	13,400.00	803.14	2,947.87	10,452.13	22.00
<hr/>					
<u>CONTRACTUAL</u>					
<hr/>					
<u>CAPITAL OUTLAY</u>					
40-605-8012 NON CAPITAL - FIRE ARMS/TAS	8,640.00	0.00	0.00	8,640.00	0.00
40-605-8018 NON-CAPITAL BUILDING	1,300.00	0.00	0.00	1,300.00	0.00
40-605-8030 POLICE EQUIPMENT PURCHASE	204,412.00	13,958.61	195,981.75	8,430.25	95.88
40-605-8045 CAPITAL - COMPUTER EQUIPMEN	2,500.00	0.00	0.00	2,500.00	0.00
40-605-8050 CAPITAL - VEHICLES	198,000.00	43,728.00	190,480.50	7,519.50	96.20
40-605-8081 CAPITAL - BUILDING	<u>37,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,500.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	452,352.00	57,686.61	386,462.25	65,889.75	85.43
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<u>INTERFUND TRANSFERS</u>					
<hr/>					
TOTAL POLICE DEPARTMENT	465,752.00	58,489.75	389,410.12	76,341.88	83.61
<hr/>					
TOTAL EXPENDITURES	468,877.00	58,489.75	390,059.12	78,817.88	83.19
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	46,426.53) (	344,034.12)	344,034.12	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

42 -PEG FUNDS  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>16,500.00</u>	<u>814.87</u>	<u>4,852.55</u>	<u>11,647.45</u>	<u>29.41</u>
TOTAL REVENUES	<u>16,500.00</u>	<u>814.87</u>	<u>4,852.55</u>	<u>11,647.45</u>	<u>29.41</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	15,700.00	814.87	4,852.55	10,847.45	30.91

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

42 -PEG FUNDS  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>FRANCHISE REVENUES</u>					
42-599-2024 FRANCHISE - PEG FEES	<u>16,500.00</u>	<u>814.03</u>	<u>4,849.26</u>	<u>11,650.74</u>	<u>29.39</u>
TOTAL FRANCHISE REVENUES	16,500.00	814.03	4,849.26	11,650.74	29.39
<u>MISC./GRANTS/INTEREST</u>					
42-599-7000 INTEREST	<u>0.00</u>	<u>0.84</u>	<u>3.29</u>	<u>( 3.29)</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	0.00	0.84	3.29	( 3.29)	0.00
<u>TRANSFERS IN</u>					
<hr/>					
TOTAL NON-DEPARTMENTAL	16,500.00	814.87	4,852.55	11,647.45	29.41
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TOTAL REVENUES	16,500.00	814.87	4,852.55	11,647.45	29.41
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

42 -PEG FUNDS  
ADMINISTRATION

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
42-601-8030 CAPITAL-ELECTRONIC EQUIPMEN	800.00	0.00	0.00	800.00	0.00
TOTAL CAPITAL OUTLAY	800.00	0.00	0.00	800.00	0.00
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TOTAL ADMINISTRATION	800.00	0.00	0.00	800.00	0.00
<hr/>					
TOTAL EXPENDITURES	800.00	0.00	0.00	800.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	15,700.00	814.87	4,852.55	10,847.45	30.91
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

45 -OAK WILT FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>13,000.00</u>	<u>2,170.00</u>	<u>3,955.00</u>	<u>9,045.00</u>	<u>30.42</u>
TOTAL REVENUES	<u>13,000.00</u> =====	<u>2,170.00</u> =====	<u>3,955.00</u> =====	<u>9,045.00</u> =====	<u>30.42</u> =====
 <u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>500.00</u>	<u>0.00</u>	<u>2,758.12</u>	( <u>2,258.12</u> )	<u>551.62</u>
TOTAL EXPENDITURES	<u>500.00</u> =====	<u>0.00</u> =====	<u>2,758.12</u> =====	( <u>2,258.12</u> ) =====	<u>551.62</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	2,170.00	1,196.88	11,303.12	9.58

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

45 -OAK WILT FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>PERMITS &amp; LICENSES</u>					
45-599-3015 TREE TRIMMING PERMITS	<u>13,000.00</u>	<u>2,170.00</u>	<u>3,955.00</u>	<u>9,045.00</u>	<u>30.42</u>
TOTAL PERMITS & LICENSES	13,000.00	2,170.00	3,955.00	9,045.00	30.42
<u>MISC./GRANTS/INTEREST</u>					
<u>TRANSFERS IN</u>					
<hr/>					
TOTAL NON-DEPARTMENTAL	13,000.00	2,170.00	3,955.00	9,045.00	30.42
<hr/>					
TOTAL REVENUES	13,000.00	2,170.00	3,955.00	9,045.00	30.42
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

45 -OAK WILT FUND  
ADMINISTRATION

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
45-601-3012 PROFESSIONAL SERVICES	0.00	0.00	399.00 (	399.00)	0.00
45-601-3087 CITIZENS COMMUNICATION/EDUC	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL SERVICES	500.00	0.00	399.00	101.00	79.80
 <u>DEPT MATERIALS-SERVICES</u>					
45-601-6085 SUPPLIES/MATERIAL/CHEMICALS	<u>0.00</u>	<u>0.00</u>	<u>2,359.12</u> (	<u>2,359.12)</u>	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	0.00	0.00	2,359.12 (	2,359.12)	0.00
<hr/>					
TOTAL ADMINISTRATION	500.00	0.00	2,758.12 (	2,258.12)	551.62
<hr/>					
TOTAL EXPENDITURES	500.00	0.00	2,758.12 (	2,258.12)	551.62
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	2,170.00	1,196.88	11,303.12	9.58
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

48 -STREET MAINTENANCE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>130,000.00</u>	<u>12,044.17</u>	<u>46,109.95</u>	<u>83,890.05</u>	<u>35.47</u>
TOTAL REVENUES	<u>130,000.00</u>	<u>12,044.17</u>	<u>46,109.95</u>	<u>83,890.05</u>	<u>35.47</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
PUBLIC WORKS	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	80,000.00	12,044.17	46,109.95	33,890.05	57.64

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

48 -STREET MAINTENANCE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>TAXES</u>					
48-599-1040 SALES - STREET MAINTENANCE	<u>130,000.00</u>	<u>12,044.17</u>	<u>46,109.95</u>	<u>83,890.05</u>	<u>35.47</u>
TOTAL TAXES	130,000.00	12,044.17	46,109.95	83,890.05	35.47
<hr/>					
TOTAL NON-DEPARTMENTAL	130,000.00	12,044.17	46,109.95	83,890.05	35.47
<hr/>					
TOTAL REVENUES	130,000.00	12,044.17	46,109.95	83,890.05	35.47
	=====	=====	=====	=====	=====

48 -STREET MAINTENANCE FUND  
PUBLIC WORKS

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
DEPT MATERIALS-SERVICES					
48-603-6080 STREET MAINTENANCE	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL DEPT MATERIALS-SERVICES	50,000.00	0.00	0.00	50,000.00	0.00
<hr/>					
TOTAL PUBLIC WORKS	50,000.00	0.00	0.00	50,000.00	0.00
<hr/>					
TOTAL EXPENDITURES	50,000.00	0.00	0.00	50,000.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	80,000.00	12,044.17	46,109.95	33,890.05	57.64
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

50 -COURT RESTRICTED FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>59,800.00</u>	<u>415.77</u>	<u>1,954.65</u>	<u>57,845.35</u>	<u>3.27</u>
TOTAL REVENUES	<u>59,800.00</u>	<u>415.77</u>	<u>1,954.65</u>	<u>57,845.35</u>	<u>3.27</u>
	=====	=====	=====	=====	=====
 <u>EXPENDITURE SUMMARY</u>					
OPERATING EXPENSES	<u>58,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,500.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>58,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,500.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,300.00	415.77	1,954.65 (	654.65)	150.36

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

50 -COURT RESTRICTED FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON-DEPARTMENTAL</u>					
<u>COURT FEES</u>					
50-599-4022 COURT EFFICIENCY REVENUE	100.00	5.00	12.80	87.20	12.80
50-599-4023 COURT SECURITY REVENUE	3,200.00	155.02	712.36	2,487.64	22.26
50-599-4024 TRUANCY PREVENTION FUND	1,200.00	95.52	544.82	655.18	45.40
50-599-4025 COURT TECHNOLOGY REVENUE	4,200.00	158.31	673.78	3,526.22	16.04
50-599-4026 JURY FUND	<u>100.00</u>	<u>1.92</u>	<u>10.89</u>	<u>89.11</u>	<u>10.89</u>
TOTAL COURT FEES	8,800.00	415.77	1,954.65	6,845.35	22.21
<u>TRANSFERS IN</u>					
50-599-8099 FUND BALANCE RESERVE	<u>51,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,000.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	51,000.00	0.00	0.00	51,000.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	59,800.00	415.77	1,954.65	57,845.35	3.27
<hr/>					
TOTAL REVENUES	59,800.00	415.77	1,954.65	57,845.35	3.27
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

50 -COURT RESTRICTED FUND  
OPERATING EXPENSES

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
50-602-8080 CAPITAL IMPROVEMENTS	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
<u>INTERFUND TRANSFERS</u>					
50-602-9010 TRANSFER TO GENERAL FUND	<u>8,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,500.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	8,500.00	0.00	0.00	8,500.00	0.00
<hr/>					
TOTAL OPERATING EXPENSES	58,500.00	0.00	0.00	58,500.00	0.00
<hr/>					
TOTAL EXPENDITURES	58,500.00	0.00	0.00	58,500.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,300.00	415.77	1,954.65 (	654.65)	150.36
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

52 -CHILD SAFETY FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON DEPARTMENTAL	<u>5,000.00</u>	<u>306.13</u>	<u>1,174.09</u>	<u>3,825.91</u>	<u>23.48</u>
TOTAL REVENUES	<u>5,000.00</u>	<u>306.13</u>	<u>1,174.09</u>	<u>3,825.91</u>	<u>23.48</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
FIRE DEPARTMENT	2,000.00	0.00	0.00	2,000.00	0.00
POLICE DEPARTMENT	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	306.13	1,174.09 (	1,174.09)	0.00

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

52 -CHILD SAFETY FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>NON DEPARTMENTAL</u>					
<u>MISC./GRANTS/INTEREST</u>					
52-599-7010 SCHOOL CROSSING GUARD FUNDS	<u>4,000.00</u>	<u>306.13</u>	<u>1,174.09</u>	<u>2,825.91</u>	<u>29.35</u>
TOTAL MISC./GRANTS/INTEREST	4,000.00	306.13	1,174.09	2,825.91	29.35
<u>TRANSFERS IN</u>					
52-599-8089 FUND BALANCE RESERVE	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	1,000.00	0.00	0.00	1,000.00	0.00
<hr/>					
TOTAL NON DEPARTMENTAL	5,000.00	306.13	1,174.09	3,825.91	23.48
<hr/>					
TOTAL REVENUES	5,000.00	306.13	1,174.09	3,825.91	23.48
	=====	=====	=====	=====	=====

52 -CHILD SAFETY FUND  
FIRE DEPARTMENT

% OF YEAR COMPLETED: 33.33

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

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

52 -CHILD SAFETY FUND  
POLICE DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>SERVICES</u>					
52-605-3087 CITIZENS COMMUNICATION/EDUC	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>
TOTAL SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
<hr/>					
TOTAL POLICE DEPARTMENT	3,000.00	0.00	0.00	3,000.00	0.00
<hr/>					
TOTAL EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	306.13	1,174.09	( 1,174.09)	0.00
<hr/>					

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

53 -LEOSE  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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

53 -LEOSE  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

53 -LEOSE  
POLICE DEPARTMENT

% OF YEAR COMPLETED: 33.33

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

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

70 -CAPITAL REPLACEMENT FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
OTHER SOURCES	<u>658,985.00</u>	<u>11.56</u>	<u>52.97</u>	<u>658,932.03</u>	<u>0.01</u>
TOTAL REVENUES	<u>658,985.00</u>	<u>11.56</u>	<u>52.97</u>	<u>658,932.03</u>	<u>0.01</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ADMIN	49,455.00	0.00	0.00	49,455.00	0.00
PUBLIC WORKS	471,044.00	43,861.84	390,367.45	80,676.55	82.87
FIRE	<u>138,486.00</u>	<u>0.00</u>	<u>138,486.11</u>	( <u>0.11</u> )	<u>100.00</u>
TOTAL EXPENDITURES	<u>658,985.00</u>	<u>43,861.84</u>	<u>528,853.56</u>	<u>130,131.44</u>	<u>80.25</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 43,850.28)	( 528,800.59)	528,800.59	0.00

70 -CAPITAL REPLACEMENT FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>OTHER SOURCES</u>					
<u>MISC./GRANTS/INTEREST</u>					
<hr/>					
<u>TRANSFERS IN</u>					
70-599-8010 INTEREST INCOME	1,000.00	11.56	52.97	947.03	5.30
70-599-8020 TRF IN - GENERAL FUND	306,590.00	0.00	0.00	306,590.00	0.00
70-599-8099 FUND BALANCE RESERVE	<u>351,395.00</u>	<u>0.00</u>	<u>0.00</u>	<u>351,395.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	658,985.00	11.56	52.97	658,932.03	0.01
<hr/>					
TOTAL OTHER SOURCES	658,985.00	11.56	52.97	658,932.03	0.01
<hr/>					
TOTAL REVENUES	658,985.00	11.56	52.97	658,932.03	0.01
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

70 -CAPITAL REPLACEMENT FUND  
COUNCIL

% OF YEAR COMPLETED: 33.33

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

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

70 -CAPITAL REPLACEMENT FUND  
ADMIN

% OF YEAR COMPLETED: 33.33

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

70 -CAPITAL REPLACEMENT FUND  
PUBLIC WORKS

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
70-603-8060 CAPITAL - EQUIPMENT	21,000.00	6,288.34	6,288.34	14,711.66	29.94
70-603-8080 CAPITAL-IMPROVEMENT PROJECT	<u>450,044.00</u>	<u>37,573.50</u>	<u>384,079.11</u>	<u>65,964.89</u>	<u>85.34</u>
TOTAL CAPITAL OUTLAY	471,044.00	43,861.84	390,367.45	80,676.55	82.87
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<u>INTERFUND TRANSFERS</u>					
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TOTAL PUBLIC WORKS	471,044.00	43,861.84	390,367.45	80,676.55	82.87

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

70 -CAPITAL REPLACEMENT FUND  
FIRE

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
70-604-8030 ELECTRONIC EQUIPMENT	<u>138,486.00</u>	<u>0.00</u>	<u>138,486.11</u>	( <u>0.11</u> )	<u>100.00</u>
TOTAL CAPITAL OUTLAY	138,486.00	0.00	138,486.11	( 0.11)	100.00
<u>INTERFUND TRANSFERS</u>	<u>                  </u>	<u>                  </u>	<u>                  </u>	<u>                  </u>	<u>                  </u>
<hr/>					
TOTAL FIRE	138,486.00	0.00	138,486.11	( 0.11)	100.00
<hr/>					
TOTAL EXPENDITURES	658,985.00	43,861.84	528,853.56	130,131.44	80.25
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 43,850.28)	( 528,800.59)	528,800.59	0.00
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

72 -WATER CAPITAL REPLACEMENT  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,046,255.00</u>	<u>0.00</u>	<u>925,000.00</u>	<u>121,255.00</u>	<u>88.41</u>
TOTAL REVENUES	<u>1,046,255.00</u> =====	<u>0.00</u> =====	<u>925,000.00</u> =====	<u>121,255.00</u> =====	<u>88.41</u> =====
 <u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	1,006,500.00	24,923.99	832,161.67	174,338.33	82.68
DEBT SERVICE	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>	<u>( 7,000.00)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,006,500.00</u> =====	<u>24,923.99</u> =====	<u>839,161.67</u> =====	<u>167,338.33</u> =====	<u>83.37</u> =====
REVENUES OVER/(UNDER) EXPENDITURES	39,755.00	( 24,923.99)	85,838.33	( 46,083.33)	215.92

72 -WATER CAPITAL REPLACEMENT  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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

72 -WATER CAPITAL REPLACEMENT  
WATER DEPARTMENT

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
72-606-8080 WATER SYSTEM IMPROVEMENTS	<u>925,000.00</u>	<u>0.00</u>	<u>807,237.68</u>	<u>117,762.32</u>	<u>87.27</u>
TOTAL CAPITAL OUTLAY	925,000.00	0.00	807,237.68	117,762.32	87.27
<hr/>					
<u>INTERFUND TRANSFERS</u>					
72-606-9020 TRANSFER TO WATER UTILITY	<u>81,500.00</u>	<u>24,923.99</u>	<u>24,923.99</u>	<u>56,576.01</u>	<u>30.58</u>
TOTAL INTERFUND TRANSFERS	81,500.00	24,923.99	24,923.99	56,576.01	30.58
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TOTAL WATER DEPARTMENT	1,006,500.00	24,923.99	832,161.67	174,338.33	82.68

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

72 -WATER CAPITAL REPLACEMENT  
DEBT SERVICE

% OF YEAR COMPLETED: 33.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
<u>CAPITAL OUTLAY</u>					
72-607-8055 DEBT ISSUE COSTS	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>	( <u>7,000.00</u> )	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	7,000.00	( 7,000.00)	0.00
<hr/>					
TOTAL DEBT SERVICE	0.00	0.00	7,000.00	( 7,000.00)	0.00
<hr/>					
TOTAL EXPENDITURES	1,006,500.00	24,923.99	839,161.67	167,338.33	83.37
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	39,755.00	( 24,923.99)	85,838.33	( 46,083.33)	215.92
	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2021

75 -PET DOC & RESCUE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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

75 -PET DOC & RESCUE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

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

75 -PET DOC & RESCUE FUND  
ADMINISTRATION

% OF YEAR COMPLETED: 33.33

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

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/01/21	ELEVON INC	CREDIT CARD FEES-PERMITS	GENERAL FUND	CITY ADMINISTRATION	340.89
1/01/21	ELEVON INC	CREDIT CARD FEES-MPN	GENERAL FUND	CITY ADMINISTRATION	75.62
1/01/21	ELEVON INC	CREDIT CARD FEES-COURT	GENERAL FUND	MUNICIPAL COURT	154.02
1/01/21	ELEVON INC	CREDIT CARD FEES- 5424	WATER FUND	WATER DEPARTMENT	183.47
1/01/21	ELEVON INC	CREDIT CARD FEES- 5425	WATER FUND	WATER DEPARTMENT	191.66
1/01/21	ELEVON INC	CREDIT CARD FEES- 6116	WATER FUND	WATER DEPARTMENT	676.42
1/05/21	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	Q4 2020 COURT FEES	GENERAL FUND	NON-DEPARTMENTAL	11,448.84
1/07/21	TX CSDU	CASE ID# 0014090289	GENERAL FUND	NON-DEPARTMENTAL	603.31
1/07/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,185.00
1/07/21	LINEBARGER, GOGGAN, BLAIR & SAMPSON, L	COURT COLLECTIONS	GENERAL FUND	NON-DEPARTMENTAL	1,249.00
1/07/21	AMAZON.COM SERVICES INC	PARTS FOR PC UPGRADES	GENERAL FUND	CITY ADMINISTRATION	234.36
1/07/21	AMAZON.COM SERVICES INC	PARTS FOR PC UPGRADES	GENERAL FUND	CITY ADMINISTRATION	424.95
1/07/21	AMAZON.COM SERVICES INC	USB STORAGE DRIVES	GENERAL FUND	CITY ADMINISTRATION	25.67
1/07/21	DOMINIQUE DEL TORO	PERMIT BACKUP CLERK	GENERAL FUND	CITY ADMINISTRATION	120.00
1/07/21	DOMINIQUE DEL TORO	PERMIT CLERK BACK UP	GENERAL FUND	CITY ADMINISTRATION	210.00
1/07/21	ALTEX ELECTRONICS, LTD.	PORTABLE HARD DRIVES	GENERAL FUND	CITY ADMINISTRATION	164.95
1/07/21	ALTEX ELECTRONICS, LTD.	PORTABLE HARDDRIVES	GENERAL FUND	CITY ADMINISTRATION	109.95
1/07/21	ALTEX ELECTRONICS, LTD.	BACK UP DRIVE	GENERAL FUND	CITY ADMINISTRATION	549.80
1/07/21	ALTEX ELECTRONICS, LTD.	BATTERY BACKUP	GENERAL FUND	CITY ADMINISTRATION	75.95
1/07/21	GE MONEY BANK	HYDRATION	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	89.88
1/07/21	GE MONEY BANK	OFFICE SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.92
1/07/21	GE MONEY BANK	GATORADE, JANITORIAL	GENERAL FUND	FIRE DEPARTMENT	74.88
1/07/21	GE MONEY BANK	GATORADE, JANITORIAL	GENERAL FUND	FIRE DEPARTMENT	25.94
1/07/21	AMAZON.COM SERVICES INC	DISINFECTANT	GENERAL FUND	FIRE DEPARTMENT	249.98
1/07/21	IH-10 WEST TACTICAL FIREARMS LLC	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	111.90
1/07/21	GOODYEAR AUTO SERVICE CTR.	TIRES UNIT 518	GENERAL FUND	POLICE DEPARTMENT	171.36
1/07/21	GOODYEAR AUTO SERVICE CTR.	TUNE UP, OIL CHANGE UNIT 5	GENERAL FUND	POLICE DEPARTMENT	706.34
1/07/21	GOODYEAR AUTO SERVICE CTR.	BATTERY /ALTERNATOR #514	GENERAL FUND	POLICE DEPARTMENT	569.45
1/07/21	GOODYEAR AUTO SERVICE CTR.	REPAIRS: #518;MOTOR MOUNT	GENERAL FUND	POLICE DEPARTMENT	482.15
1/07/21	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 519	GENERAL FUND	POLICE DEPARTMENT	255.09
1/07/21	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 511	GENERAL FUND	POLICE DEPARTMENT	50.60
1/07/21	GOODYEAR AUTO SERVICE CTR.	TIRES UNIT 523	GENERAL FUND	POLICE DEPARTMENT	165.04
1/07/21	BELDEN'S AUTOMOTIVE	REPAIRS/BRAKE WORK UNIT 5	GENERAL FUND	POLICE DEPARTMENT	2,136.27
1/07/21	COWBOY CLEANERS	DRYCLEANING	GENERAL FUND	POLICE DEPARTMENT	377.40
1/07/21	THE POLICE AND SHERIFFS PRESS, INC.	ID CARDS	GENERAL FUND	POLICE DEPARTMENT	32.55
1/07/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	160.00
1/07/21	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	3,753.88
1/07/21	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	2,552.64
1/07/21	GT DISTRIBUTORS, INC.	FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	4,071.54
1/07/21	AMAZON.COM SERVICES INC	TRAINING EQUIPMENT	CRIME CONTROL DIST	POLICE DEPARTMENT	96.95
1/07/21	AMAZON.COM SERVICES INC	TRAINING EQUIPMENT	LEOSE	POLICE DEPARTMENT	3.00
1/08/21	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	11,870.28
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,574.73
1/08/21	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	82,465.82
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	216.99
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	30.30
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	129.90
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	550.68
1/08/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	646.86
1/08/21	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	734.34
1/08/21	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	120.13
1/08/21	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	6,389.56
1/08/21	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	120.13
1/11/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
1/11/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
1/11/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/11/21	ACH***UNIFIRST	ACH***UNIFIRST	GENERAL FUND	CITY ADMINISTRATION	145.98-
1/11/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	145.98
1/11/21	ACH***UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	43.62
1/11/21	ACH***SAFESITE, INC.	DOCUMENT STORAGE	GENERAL FUND	CITY ADMINISTRATION	200.00
1/11/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	0.00
1/11/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	55.83
1/11/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	58.06
1/11/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	55.84
1/11/21	ACH***UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	51.18
1/11/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	267.54
1/11/21	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	2,183.20
1/11/21	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	338.45
1/11/21	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	109.47
1/11/21	ACH***BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	292.17
1/11/21	ACH***US BANK VOYAGER FLEET SYSTEM	FLEET FUEL	GENERAL FUND	POLICE DEPARTMENT	2,256.66
1/11/21	ACH***LEXISNEXIS RISK SOLUTIONS	MONTHLY BILING INVESTIGATI	GENERAL FUND	POLICE DEPARTMENT	33.00
1/11/21	ACH***TYLER TECHNOLOGIES	MONTHLY UTILITY BILLING -	WATER FUND	WATER DEPARTMENT	128.00
1/11/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	55.84
1/11/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	58.06
1/11/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	55.83
1/11/21	ACH***UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	51.18
1/14/21	OMNIBASE SERVICES OF TEXAS LP	COURT COLLECTIONS Q4 202	GENERAL FUND	NON-DEPARTMENTAL	234.00
1/14/21	THE UPS STORE #4997	SHIPPING COST AUCTION ITEM	GENERAL FUND	NON-DEPARTMENTAL	30.41
1/14/21	HOME DEPOT CREDIT SERVICE	HOLIDAY: GLUE STICKS	GENERAL FUND	CITY COUNCIL	22.97
1/14/21	HOME DEPOT CREDIT SERVICE	HOLIDAY LIGHTING	GENERAL FUND	CITY COUNCIL	454.01
1/14/21	HOME DEPOT CREDIT SERVICE	CHRISTMAS LIGHTS	GENERAL FUND	CITY COUNCIL	227.17
1/14/21	HOME DEPOT CREDIT SERVICE	HOLIDAY LIGHTS	GENERAL FUND	CITY COUNCIL	399.00
1/14/21	HOME DEPOT CREDIT SERVICE	TUBE FOR CONCRETE	GENERAL FUND	CITY ADMINISTRATION	33.94
1/14/21	BIZDOC, INC.	COPIER FEES	GENERAL FUND	CITY ADMINISTRATION	264.49
1/14/21	ZINA TEDFORD	INTERIM CITY SECRETARY	GENERAL FUND	CITY ADMINISTRATION	3,148.49
1/14/21	ARMSTRONG, VAUGHAN & ASSOCIATES	FY2020 AUDIT	GENERAL FUND	CITY ADMINISTRATION	14,805.00
1/14/21	MUELLER & WILSON INC	REPAIRS: CITY HALL SEWER	GENERAL FUND	CITY ADMINISTRATION	937.83
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	111.63
1/14/21	OFFICE DEPOT	OFFICE DEPOT	GENERAL FUND	CITY ADMINISTRATION	93.99-
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	21.79
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	37.78
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	182.75
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	166.02
1/14/21	STEPHEN P. TAKAS, JR.	JANUARY 2021 COURT	GENERAL FUND	MUNICIPAL COURT	650.00
1/14/21	DARRELL S. DULLNIG	JANUARY 2021 COURT	GENERAL FUND	MUNICIPAL COURT	650.00
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	100.11
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,521.71
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	30.23
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	9.26
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	675.21
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	16.63
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,144.02
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	328.61
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	16.63
1/14/21	CITY PUBLIC SERVICE	UTILITIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	482.94
1/14/21	AT&T MOBILITY	FIRSTNET MIFI'S	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	37.00
1/14/21	DEWINNE EQUIPMENT CO.	ANNUAL MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	286.32
1/14/21	HOME DEPOT CREDIT SERVICE	TOOLS/ GROUT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	320.12
1/14/21	HOME DEPOT CREDIT SERVICE	TOOLS/ GROUT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	84.65
1/14/21	HOME DEPOT CREDIT SERVICE	IRON FORCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	63.04
1/14/21	HOME DEPOT CREDIT SERVICE	CONCRETE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	191.40

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/14/21	HOME DEPOT CREDIT SERVICE	ZEP	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	19.69
1/14/21	HOME DEPOT CREDIT SERVICE	TOOLS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	451.50
1/14/21	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	366.00
1/14/21	SUN COAST RESOURCES, INC	FLEET AND EQUIP FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	473.33
1/14/21	DITCH WITCH OF CENTRAL TX INC	HOSE 4 " REPLACEMENT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	145.74
1/14/21	DITCH WITCH OF CENTRAL TX INC	REPLACEMENT SPRING/ VALVE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	964.06
1/14/21	CLEAN SCAPES, LP	LANDSCAPE MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	552.58
1/14/21	CINTAS CORPORATION #2	FIRST AID	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	105.49
1/14/21	TRAFFIC LOGIX CORPORATION	SPEED BUMPS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,740.01
1/14/21	AT&T MOBILITY	FIRSTNET MIFI'S	GENERAL FUND	FIRE DEPARTMENT	259.00
1/14/21	AT&T MOBILITY	CELLPHONES,MDTSS, TICKETWR	GENERAL FUND	FIRE DEPARTMENT	16.00
1/14/21	HOME DEPOT CREDIT SERVICE	EXTINGUISHER MOUNT REPAIR	GENERAL FUND	FIRE DEPARTMENT	13.65
1/14/21	HANK STORBECK GARAGE, INC.	CRANKCASE FILTER UNIT E139	GENERAL FUND	FIRE DEPARTMENT	1,123.12
1/14/21	HANK STORBECK GARAGE, INC.	FUEL UNIT M139B	GENERAL FUND	FIRE DEPARTMENT	1,011.83
1/14/21	HANK STORBECK GARAGE, INC.	VEHICLE INSPECTION S139	GENERAL FUND	FIRE DEPARTMENT	7.00
1/14/21	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	45.50
1/14/21	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	39.52
1/14/21	RALPH N. TERPOLILLI	MEDICAL DIRECTION	GENERAL FUND	FIRE DEPARTMENT	450.00
1/14/21	SUN COAST RESOURCES, INC	FLEET FUEL	GENERAL FUND	FIRE DEPARTMENT	473.39
1/14/21	SUN COAST RESOURCES, INC	FLEET AND EQUIP FUEL	GENERAL FUND	FIRE DEPARTMENT	89.74
1/14/21	RIVER CITY LOCK & KEY	REPLACEMENT VEH KEY	GENERAL FUND	FIRE DEPARTMENT	75.00
1/14/21	MVBA, LLC	FREEHILL PMT/ERROR	GENERAL FUND	FIRE DEPARTMENT	100.96
1/14/21	SIDDONS-MARTIN EMERGENCY GRP	REPAIRS: P139-PUMP DRAIN	GENERAL FUND	FIRE DEPARTMENT	270.30
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	301.03
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	11.72
1/14/21	ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	963.00
1/14/21	AT&T MOBILITY	CELLPHONES,MDTSS, TICKETWR	GENERAL FUND	POLICE DEPARTMENT	204.05
1/14/21	AT&T MOBILITY	CELLPHONES,MDTSS, TICKETWR	GENERAL FUND	POLICE DEPARTMENT	800.00
1/14/21	BIZDOC, INC.	COPIER FEES	GENERAL FUND	POLICE DEPARTMENT	73.77
1/14/21	CAP FLEET UPFITTERS, LLC	EQUIPMENT FOR UNIT 514	GENERAL FUND	POLICE DEPARTMENT	925.58
1/14/21	ALAMO AREA POLICE CHIEF'S ASSOC	2021 DUES	GENERAL FUND	POLICE DEPARTMENT	50.00
1/14/21	GENE FOX	IACP DUES 2021	GENERAL FUND	POLICE DEPARTMENT	190.00
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	51.27
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	16.69
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	65.38
1/14/21	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	26.00
1/14/21	SHAVANO PARK, PETTY CASH	REPAIR ROCK CHIP	GENERAL FUND	POLICE DEPARTMENT	50.00
1/14/21	GALLS	UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	293.08
1/14/21	GALLS	MAGAZINE HOLDER	GENERAL FUND	POLICE DEPARTMENT	49.99
1/14/21	GALLS	UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	12.35
1/14/21	GALLS	UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	13.99
1/14/21	GALLS	UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	134.00
1/14/21	GALLS	DUTY BOOTS	GENERAL FUND	POLICE DEPARTMENT	154.96
1/14/21	GALLS	EMBROIDERY NAME STRIP	GENERAL FUND	POLICE DEPARTMENT	5.00
1/14/21	GALLS	UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	291.88
1/14/21	NARDIS PUBLIC SAFETY	UNIFORM CAPS	GENERAL FUND	POLICE DEPARTMENT	311.76
1/14/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	11.72
1/14/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	8.75
1/14/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	316.38
1/14/21	CITY PUBLIC SERVICE	UTILITIES	WATER FUND	WATER DEPARTMENT	4,988.07
1/14/21	ACH***USPS	JANUARY WATER BILLS	WATER FUND	WATER DEPARTMENT	230.30
1/14/21	HOME DEPOT CREDIT SERVICE	DUCT WRAP	WATER FUND	WATER DEPARTMENT	57.04
1/14/21	HOME DEPOT CREDIT SERVICE	PVC SOLVENT	WATER FUND	WATER DEPARTMENT	7.87
1/14/21	HOME DEPOT CREDIT SERVICE	SEAL TAPE	WATER FUND	WATER DEPARTMENT	4.72
1/14/21	HOME DEPOT CREDIT SERVICE	ABRASIVE CLOTH	WATER FUND	WATER DEPARTMENT	8.26
1/14/21	HOME DEPOT CREDIT SERVICE	ELECTRICAL TAPE	WATER FUND	WATER DEPARTMENT	6.95

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/14/21	HOME DEPOT CREDIT SERVICE	TOOLS	WATER FUND	WATER DEPARTMENT	451.50
1/14/21	TCEQ	QTR 1- 2021	WATER FUND	WATER DEPARTMENT	20.00
1/14/21	TCEQ	QTR 1- 2021	WATER FUND	WATER DEPARTMENT	40.00
1/14/21	TCEQ	QTR 1- 2021	WATER FUND	WATER DEPARTMENT	10.00
1/14/21	HANK STORBECK GARAGE, INC.	REPAIRS:2013 CHEVY; BELT,	WATER FUND	WATER DEPARTMENT	1,044.64
1/14/21	SUN COAST RESOURCES, INC	FLEET FUEL	WATER FUND	WATER DEPARTMENT	180.78
1/14/21	SUN COAST RESOURCES, INC	FLEET AND EQUIP FUEL	WATER FUND	WATER DEPARTMENT	233.13
1/14/21	TEXAS EXCAVATION SAFETY SYSTEM	LOCATING TICKETS	WATER FUND	WATER DEPARTMENT	30.40
1/14/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	697.56
1/14/21	FERGUSON WATERWORKS	HARDWARE	WATER FUND	WATER DEPARTMENT	74.98
1/14/21	FERGUSON WATERWORKS	REPAIR CLAMPS	WATER FUND	WATER DEPARTMENT	289.23
1/14/21	FERGUSON WATERWORKS	REPAIR CLAMPS	WATER FUND	WATER DEPARTMENT	346.84
1/14/21	PEGGY STONE	DUPLICATE	WATER FUND	WATER DEPARTMENT	37.36-
1/14/21	PEGGY STONE	MILEAGE JUL-SEP WATER BI	WATER FUND	WATER DEPARTMENT	37.36
1/14/21	PEGGY STONE	POSTAGE RUNS	WATER FUND	WATER DEPARTMENT	37.36
1/14/21	POLLUTION CONTROL SERVICES	WATER ANALYSIS	WATER FUND	WATER DEPARTMENT	58.00
1/14/21	CAP FLEET UPFITTERS, LLC	EQUIPMENT FOR UNIT 522	CRIME CONTROL DIST	POLICE DEPARTMENT	25,197.50
1/14/21	CAP FLEET UPFITTERS, LLC	EQUIPMENT FOR UNIT 523	CRIME CONTROL DIST	POLICE DEPARTMENT	25,197.50
1/14/21	GALLS	MOBILE FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	889.20
1/14/21	NARDIS PUBLIC SAFETY	MOBILE FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	509.90
1/14/21	NARDIS PUBLIC SAFETY	MOBILE FIELD FORCE CARRIER	CRIME CONTROL DIST	POLICE DEPARTMENT	4,200.00
1/14/21	NARDIS PUBLIC SAFETY	MOBILE FIELD FORCE SHIRTS	CRIME CONTROL DIST	POLICE DEPARTMENT	1,507.72
1/15/21	ACH***BARCOM TECHNOLOGY	FEB CONTRACT FEES	GENERAL FUND	CITY ADMINISTRATION	1,994.00
1/15/21	ACH***BARCOM TECHNOLOGY	FEB BACKUP FEES	GENERAL FUND	CITY ADMINISTRATION	906.95
1/15/21	ACH***BARCOM TECHNOLOGY	FEB EFILE BACKUP FEE	GENERAL FUND	CITY ADMINISTRATION	127.20
1/15/21	ACH***BARCOM TECHNOLOGY	DEC WORK TICKETS	GENERAL FUND	CITY ADMINISTRATION	345.00
1/15/21	ACH***BOJORQUEZ LAW FIRM	LEGAL FEES-LAND USE	GENERAL FUND	CITY ADMINISTRATION	833.00
1/15/21	ACH***BOJORQUEZ LAW FIRM	LEGAL FEES-OPEN RECORDS	GENERAL FUND	CITY ADMINISTRATION	685.00
1/15/21	ACH***BOJORQUEZ LAW FIRM	LEGAL FEES-PARKS	GENERAL FUND	CITY ADMINISTRATION	30.00
1/15/21	ACH***BOJORQUEZ LAW FIRM	LEGAL FEES-REAL ESTATE	GENERAL FUND	CITY ADMINISTRATION	204.00
1/15/21	ACH***MICHAEL D. HARRISON	ANIMAL CONTROL	GENERAL FUND	POLICE DEPARTMENT	1,000.00
1/15/21	ACH***BRUCE C. BEALOR	PERMIT INSPECTIONS/REVIEWS	GENERAL FUND	DEVELOPMENT SERVICES	5,750.00
1/15/21	ACH***BADGER METER, INC.	MBL HOSTING	WATER FUND	WATER DEPARTMENT	119.32
1/20/21	TX CSDU	CASE ID# 0014090289	GENERAL FUND	NON-DEPARTMENTAL	603.31
1/20/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,185.00
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	7,898.18
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	8,497.40
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,188.48
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,560.25
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	291.46
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	291.46
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,284.61
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,251.70
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	5,561.38
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	6,202.86
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	6,414.02
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	6,627.82
1/20/21	ACH***ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	160.00
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	594.93
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	643.28
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,185.58
1/20/21	ACH***TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,281.93
1/21/21	AT&T	PHONE/ FAX	GENERAL FUND	CITY ADMINISTRATION	141.61
1/21/21	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
1/21/21	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	GENERAL FUND	CITY ADMINISTRATION	7.87-
1/21/21	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	GENERAL FUND	CITY ADMINISTRATION	41.58-

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/21/21	SHAVANO PARK, PETTY CASH	MAGGIANO'S	GENERAL FUND	CITY ADMINISTRATION	20.00
1/21/21	SHAVANO PARK, PETTY CASH	BIRD FEED	GENERAL FUND	CITY ADMINISTRATION	8.98
1/21/21	AT&T	PHONE/ FAX	GENERAL FUND	MUNICIPAL COURT	154.77
1/21/21	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
1/21/21	BILL POWELL dba BILL POWELL HOME IMPRO	TILE IN PW OFFICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,770.00
1/21/21	TEXAS MATERIALS GROUP INC	ASPHALT TURKEY CREEK	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	312.00
1/21/21	CITY OF SHAVANO PARK WATER DEPT.	SHAVANO PARK WATER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	42.34
1/21/21	CITY OF SHAVANO PARK WATER DEPT.	SHAVANO PARK WATER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	307.74
1/21/21	AT&T	PHONE/ FAX	GENERAL FUND	FIRE DEPARTMENT	164.77
1/21/21	METRO FIRE APARATUS SPECIALISTS INC.	STRUCTURAL FIGHTING GEAR	GENERAL FUND	FIRE DEPARTMENT	22,956.00
1/21/21	METRO FIRE APARATUS SPECIALISTS INC.	STRUCTURAL FIREFIGHTING GE	GENERAL FUND	FIRE DEPARTMENT	2,551.00
1/21/21	CITY OF SAN ANTONO	2021 RADIO LICENSE	GENERAL FUND	FIRE DEPARTMENT	5,832.00
1/21/21	CITY OF SHAVANO PARK WATER DEPT.	SHAVANO PARK WATER	GENERAL FUND	FIRE DEPARTMENT	136.75
1/21/21	AT&T	PHONE/ FAX	GENERAL FUND	POLICE DEPARTMENT	124.32
1/21/21	CON 10GENY CONSULTING	SABA GEAR	GENERAL FUND	POLICE DEPARTMENT	45.00
1/21/21	AMAZON.COM SERVICES INC	NOISE SUPPRESORS UNIT 523	GENERAL FUND	POLICE DEPARTMENT	99.98
1/21/21	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	GENERAL FUND	POLICE DEPARTMENT	33.67-
1/21/21	CITY OF SAN ANTONO	2021 RADIO LICENSE	GENERAL FUND	POLICE DEPARTMENT	7,992.00
1/21/21	Applied Concepts, Inc.	REPAIRS TO RADAR	GENERAL FUND	POLICE DEPARTMENT	224.00
1/21/21	MONTY JOE MCGUFFIN	HEALTH / SEPTIC INSPECTION	GENERAL FUND	DEVELOPMENT SERVICES	420.00
1/21/21	MONTY JOE MCGUFFIN	HEALTH / SEPTIC INSPECTION	GENERAL FUND	DEVELOPMENT SERVICES	230.00
1/21/21	SOUTH CENTRAL PLANNING & DEVELOPMENT	PER DIEM-MY PERMIT NOW	GENERAL FUND	DEVELOPMENT SERVICES	1,238.08
1/21/21	SHAVANO PARK, PETTY CASH	COURIER SVC	GENERAL FUND	DEVELOPMENT SERVICES	12.00
1/21/21	DPC INDUSTRIES	CHLORINE	WATER FUND	WATER DEPARTMENT	130.00
1/21/21	BILL POWELL dba BILL POWELL HOME IMPRO	TILE IN PW OFFICE	WATER FUND	WATER DEPARTMENT	1,770.00
1/21/21	STATE INDUSTRIAL PRODUCTS	PRIMEZYME, AEROSOL	WATER FUND	WATER DEPARTMENT	297.81
1/21/21	CITY OF SHAVANO PARK WATER DEPT.	SHAVANO PARK WATER	WATER FUND	WATER DEPARTMENT	42.34
1/21/21	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	CRIME CONTROL DIST	POLICE DEPARTMENT	1.98-
1/21/21	AMAZON.COM SERVICES INC	AMAZON.COM SERVICES INC	CRIME CONTROL DIST	POLICE DEPARTMENT	6.48-
1/21/21	C4 CONSTRUCTION SERVICES	CONCRETE - CHIMNEY ROCK	CAPITAL REPLACEMEN	PUBLIC WORKS	970.00
1/22/21	ACH***COLONIAL SUPPLEMENTAL INS	ADJUSTMENT- RUBIO	GENERAL FUND	NON-DEPARTMENTAL	71.40
1/22/21	FROST BANK	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	13,056.37
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,697.75
1/22/21	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	89,039.70
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	255.63
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	30.30
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	126.47
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	617.34
1/22/21	FROST BANK	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	668.01
1/22/21	FROST BANK	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	811.08
1/22/21	FROST BANK	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	130.15
1/22/21	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	6,948.74
1/22/21	FROST BANK	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	130.15
1/27/21	ZINA TEDFORD	INTERIM CITY SECRETARY	GENERAL FUND	CITY ADMINISTRATION	1,278.84
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	423.13
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	423.13
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	643.01
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	643.01
1/29/21	FRANCIS, AVERY GAYLE	Cash Refund:196048 -01	GENERAL FUND	NON-DEPARTMENTAL	75.00
1/29/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	131.58
1/29/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	131.58
1/29/21	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	301.08
1/29/21	ACH***TML MULTISTATE IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	NON-DEPARTMENTAL	301.08
1/29/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	403.13
1/29/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	403.13
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	25.99

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	NON-DEPARTMENTAL	25.99
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	496.86
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	496.86
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL	38.42
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	NON-DEPARTMENTAL	38.42
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL	128.83
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	NON-DEPARTMENTAL	128.83
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	693.68
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	NON-DEPARTMENTAL	693.68
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL	661.10
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	NON-DEPARTMENTAL	661.10
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	NON-DEPARTMENTAL	74.28
1/29/21	ACH***TML MULTISTATE IEBP	ADJUSTMENT 1/22/21	GENERAL FUND	NON-DEPARTMENTAL	219.88-
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL	61.25
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	NON-DEPARTMENTAL	61.25
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	287.69
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	287.69
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	28.80
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	28.80
1/29/21	ACH***TML MULTISTATE IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL	916.77
1/29/21	ACH***TML MULTISTATE IEBP	HSA Contribution	GENERAL FUND	NON-DEPARTMENTAL	916.77
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	7.22
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	NON-DEPARTMENTAL	7.22
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL	226.55
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	GENERAL FUND	NON-DEPARTMENTAL	226.55
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	76.01
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	NON-DEPARTMENTAL	76.01
1/29/21	ACH***AFLAC	AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	171.74
1/29/21	ACH***AFLAC	AFLAC - AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	171.74
1/29/21	ACH***AFLAC	AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	252.99
1/29/21	ACH***AFLAC	AFLAC - PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	252.99
1/29/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	215.39
1/29/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	215.39
1/29/21	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
1/29/21	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
1/29/21	TIME WARNER CABLE	CABLE/ PHONE	GENERAL FUND	CITY ADMINISTRATION	1,382.81
1/29/21	TEXAS MED CLINIC	SCREENING: NICHOLS	GENERAL FUND	CITY ADMINISTRATION	55.00
1/29/21	JASON RUBIO	FALL 2020 COURSES	GENERAL FUND	CITY ADMINISTRATION	450.00
1/29/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION	303.00
1/29/21	ACH***TML MULTISTATE IEBP	PLAN 2 SPOUSE BUY DOWN	GENERAL FUND	CITY ADMINISTRATION	303.00
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION	298.35
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	CITY ADMINISTRATION	298.35
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - CHILD HRA	GENERAL FUND	CITY ADMINISTRATION	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	CITY ADMINISTRATION	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION	4.65
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	CITY ADMINISTRATION	4.65
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	CITY ADMINISTRATION	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	CITY ADMINISTRATION	133.48
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION	18.30
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	CITY ADMINISTRATION	18.30
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	42.64
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	42.64

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	38.02
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	38.02
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION	5.55
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	CITY ADMINISTRATION	5.55
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	11.72
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	11.72
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	2.93
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	CITY ADMINISTRATION	2.93
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.76
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	CITY ADMINISTRATION	6.76
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	10.14
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	CITY ADMINISTRATION	10.14
1/29/21	J&M PRINTING INC.	NOTE PADS	GENERAL FUND	CITY ADMINISTRATION	395.00
1/29/21	ACH***DEER OAKS EAP SERVICES LLC	EAP * OCT - DEC	GENERAL FUND	CITY ADMINISTRATION	209.61
1/29/21	AMAZON.COM SERVICES INC	PC MONITOR	GENERAL FUND	CITY ADMINISTRATION	153.98
1/29/21	AMAZON.COM SERVICES INC	USB CONVERTER	GENERAL FUND	CITY ADMINISTRATION	40.03
1/29/21	AMAZON.COM SERVICES INC	USB TESTER	GENERAL FUND	CITY ADMINISTRATION	64.56
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	MUNICIPAL COURT	2.93
1/29/21	ACH***TML MULTISTATE IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.26
1/29/21	ACH***TML MULTISTATE IEBP	PLAN EE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.26
1/29/21	ACH***TML MULTISTATE IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	87.75
1/29/21	ACH***TML MULTISTATE IEBP	2 EMP-HRA FUNDS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	87.75
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	186.94
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	186.94
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	116.08
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	116.08
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	152.23
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	152.23
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	157.55
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	157.55
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.48
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.59
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	35.59
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.13
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	32.13
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.43
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	7.43
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.76
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.76
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.00
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.10
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.10
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.17
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	5.17
1/29/21	CINTAS CORPORATION #2	FIRST AID	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	120.31
1/29/21	AT&T MOBILITY	FIRSTNET PHONES	GENERAL FUND	FIRE DEPARTMENT	9.28
1/29/21	SOUTHWEST PUBLIC SAFETY	REPLACEMENT SWITCH M139	GENERAL FUND	FIRE DEPARTMENT	15.50
1/29/21	GEAR CLEANING SOLUTIONS, LLC	REPAIR: BUNKER GEAR	GENERAL FUND	FIRE DEPARTMENT	43.34
1/29/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	239.37
1/29/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	239.37
1/29/21	ACH***TML MULTISTATE IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	303.00

DATE	VENDOR NAME			DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	303.00
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	63.63
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	FIRE DEPARTMENT	63.63
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	303.00
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - CHILD BUY D	GENERAL FUND	FIRE DEPARTMENT	303.00
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	186.93
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	FIRE DEPARTMENT	186.93
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	116.07
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	FIRE DEPARTMENT	116.07
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,356.16
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	FIRE DEPARTMENT	1,356.16
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	FIRE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,067.84
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	FIRE DEPARTMENT	1,067.84
1/29/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	142.20
1/29/21	ACH***TML	MULTISTATE	IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	142.20
1/29/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
1/29/21	ACH***TML	MULTISTATE	IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	127.92
1/29/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	22.20
1/29/21	ACH***TML	MULTISTATE	IEBP	HRA/HSA FEE	GENERAL FUND	FIRE DEPARTMENT	22.20
1/29/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	38.09
1/29/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	38.09
1/29/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
1/29/21	ACH***TML	MULTISTATE	IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	FIRE DEPARTMENT	8.79
1/29/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	33.80
1/29/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	FIRE DEPARTMENT	33.80
1/29/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
1/29/21	ACH***TML	MULTISTATE	IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	FIRE DEPARTMENT	30.42
1/29/21	T MOBILE			SECURITY	GENERAL FUND	FIRE DEPARTMENT	70.08
1/29/21	QUADMED INC			MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	190.63
1/29/21	TEXDOOR, LTD.			REPAIR: BAY ROLL UP DOOR	GENERAL FUND	FIRE DEPARTMENT	563.86
1/29/21	ACH***TML	MULTISTATE	IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	3-P85-20-30 CHILD BUY DOWN	GENERAL FUND	POLICE DEPARTMENT	606.00
1/29/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	773.07
1/29/21	ACH***TML	MULTISTATE	IEBP	3 -P85-20-30 EE ONLY	GENERAL FUND	POLICE DEPARTMENT	773.07
1/29/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	135.93
1/29/21	ACH***TML	MULTISTATE	IEBP	3 P85-2-30 HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	135.93
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	239.37
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	239.37
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	63.63
1/29/21	ACH***TML	MULTISTATE	IEBP	4-P85-50-30 EMP-HRA FUNDS	GENERAL FUND	POLICE DEPARTMENT	63.63
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	373.86
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMPLOYEE ON	GENERAL FUND	POLICE DEPARTMENT	186.93
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	232.14
1/29/21	ACH***TML	MULTISTATE	IEBP	7-P85-150-40 - EMP HSA FUN	GENERAL FUND	POLICE DEPARTMENT	116.07
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	596.70
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - CHILD BUY D	GENERAL FUND	POLICE DEPARTMENT	895.05
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,017.12
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - EMP ONLY	GENERAL FUND	POLICE DEPARTMENT	1,017.12
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	303.00
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY BUY	GENERAL FUND	POLICE DEPARTMENT	303.00
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	POLICE DEPARTMENT	169.52
1/29/21	ACH***TML	MULTISTATE	IEBP	8-P85-250-30 - FAMILY HSA	GENERAL FUND	POLICE DEPARTMENT	169.52

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	9.30
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 CHILD-HSA FUN	GENERAL FUND	POLICE DEPARTMENT	13.95
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	800.88
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	GENERAL FUND	POLICE DEPARTMENT	800.88
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	POLICE DEPARTMENT	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 FAMILY-HSA FU	GENERAL FUND	POLICE DEPARTMENT	133.48
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE CHILD	GENERAL FUND	POLICE DEPARTMENT	73.20
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	142.20
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	142.20
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	85.28
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	29.60
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	GENERAL FUND	POLICE DEPARTMENT	29.60
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.95
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	43.95
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	GENERAL FUND	POLICE DEPARTMENT	11.72
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	40.56
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	GENERAL FUND	POLICE DEPARTMENT	40.56
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	GENERAL FUND	POLICE DEPARTMENT	30.42
1/29/21	BELDEN'S AUTOMOTIVE	REPAIRS UNIT 509:SHOCKS,BE	GENERAL FUND	POLICE DEPARTMENT	2,153.17
1/29/21	CALDWELL COUNTY FORD	2020 FORD EXPEDITION UNIT5	GENERAL FUND	POLICE DEPARTMENT	38,094.00
1/29/21	SORCERERS APPRINTICE	BUSINESS CARDS - CAPTAIN	GENERAL FUND	POLICE DEPARTMENT	52.00
1/29/21	COWBOY CLEANERS	UNIFORM DRY CLEANING	GENERAL FUND	POLICE DEPARTMENT	408.56
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	39.76
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	39.76
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	61.14
1/29/21	ACH***COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	61.14
1/29/21	VAZQUEZ, SHELBY	1-0058-04	WATER FUND	NON-DEPARTMENTAL	52.42
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	38.05
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	NON-DEPARTMENTAL	38.05
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	94.60
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	NON-DEPARTMENTAL	94.60
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.51
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.51
1/29/21	ACH***TML MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	188.45
1/29/21	ACH***TML MULTISTATE IEBP	HSA Contribution	WATER FUND	NON-DEPARTMENTAL	188.45
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	NON-DEPARTMENTAL	2.38
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	11.62
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-VOLUNTARY	WATER FUND	NON-DEPARTMENTAL	11.62
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.01
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	NON-DEPARTMENTAL	10.01
1/29/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	35.22
1/29/21	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	35.22
1/29/21	ACH***TYLER TECHNOLOGIES	UTILITY BILLING SUPPOR T	WATER FUND	WATER DEPARTMENT	128.00
1/29/21	ACH***TML MULTISTATE IEBP	PLAN EE ONLY	WATER FUND	WATER DEPARTMENT	2.82
1/29/21	ACH***TML MULTISTATE IEBP	PLAN EE ONLY	WATER FUND	WATER DEPARTMENT	2.82
1/29/21	ACH***TML MULTISTATE IEBP	2 EMP-HRA FUNDS	WATER FUND	WATER DEPARTMENT	1.17
1/29/21	ACH***TML MULTISTATE IEBP	2 EMP-HRA FUNDS	WATER FUND	WATER DEPARTMENT	1.17
1/29/21	ACH***TML MULTISTATE IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	257.69
1/29/21	ACH***TML MULTISTATE IEBP	3 -P85-20-30 EE ONLY	WATER FUND	WATER DEPARTMENT	257.69
1/29/21	ACH***TML MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	45.31
1/29/21	ACH***TML MULTISTATE IEBP	3 P85-2-30 HRA FUNDS	WATER FUND	WATER DEPARTMENT	45.31

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	186.92
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMPLOYEE ON	WATER FUND	WATER DEPARTMENT	186.92
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	116.06
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 - EMP HSA FUN	WATER FUND	WATER DEPARTMENT	116.06
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	150.77
1/29/21	ACH***TML MULTISTATE IEBP	7-P85-150-40 SPOUSE BUY DO	WATER FUND	WATER DEPARTMENT	150.77
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - EMP ONLY	WATER FUND	WATER DEPARTMENT	169.52
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	145.45
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 - FAMILY BUY	WATER FUND	WATER DEPARTMENT	145.45
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	133.48
1/29/21	ACH***TML MULTISTATE IEBP	8-P85-250-30 EMP- HSA FUND	WATER FUND	WATER DEPARTMENT	133.48
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.73
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	49.73
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.51
1/29/21	ACH***TML MULTISTATE IEBP	DENTAL-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.51
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.37
1/29/21	ACH***TML MULTISTATE IEBP	HRA/HSA FEE	WATER FUND	WATER DEPARTMENT	7.37
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	2.96
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	2.96
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
1/29/21	ACH***TML MULTISTATE IEBP	LIFE-EMPLOYEE SPOUSE	WATER FUND	WATER DEPARTMENT	8.72
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	6.80
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE ONLY	WATER FUND	WATER DEPARTMENT	6.80
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.04
1/29/21	ACH***TML MULTISTATE IEBP	VISION-EMPLOYEE FAMILY	WATER FUND	WATER DEPARTMENT	10.04
1/29/21	ACH***KFW ENGINEERS	TASK ORDER 10	WATER FUND	WATER DEPARTMENT	1,424.00
1/29/21	ACH***BADGER METER, INC.	METERS	WATER FUND	WATER DEPARTMENT	24,923.99
1/29/21	GT DISTRIBUTORS, INC.	FIELD FORCE GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	646.62
1/29/21	CAP FLEET UPFITTERS, LLC	EQUIP & INSTALL UNIT 524	CRIME CONTROL DIST	POLICE DEPARTMENT	5,634.00
1/29/21	AMAZON.COM SERVICES INC	TRAINING SUPPLIES	CRIME CONTROL DIST	POLICE DEPARTMENT	163.64
1/29/21	AMAZON.COM SERVICES INC	MFF GEAR	CRIME CONTROL DIST	POLICE DEPARTMENT	307.80
TOTAL:					609,510.18

===== FUND TOTALS =====		
10	GENERAL FUND	471,369.81
20	WATER FUND	68,753.46
40	CRIME CONTROL DISTRICT	68,413.91
53	LEOSE	3.00
70	CAPITAL REPLACEMENT FUND	970.00
-----		
GRAND TOTAL:		609,510.18
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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: 1/01/2021 THRU 1/31/2021

PAYROLL SELECTION

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

PRINT OPTIONS

PRINT DATE: Check Date  
SEQUENCE: By Date  
DESCRIPTION: Distribution  
GL ACCTS: YES  
REPORT TITLE: C O U N C I L A/P R E P O R T  
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM:NO

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

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

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

**Livestream Participation.** The livestream available via the YouTube website or app from your computer, tablet or smartphone at: [https://youtu.be/1QF\\_4Fml-dc](https://youtu.be/1QF_4Fml-dc)

**Telephone Participation.** The public toll-free dial-in number to participate in the telephonic meeting is 1-833-548-0282 and requires access code 927-8069-2127. The Livestream / telephone conference will be available to join at 6:00 p.m. (30 minutes prior to the meeting). If you have issues accessing Telephone Participation or Livestream, please call City Secretary 210-581-1116.

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

The meeting agenda and agenda packet are posted online at [www.shavanopark.org](http://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 Powers

Alderman Kuykendall

Mayor Werner

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

Alderman Kuykendall led the Pledge of Allegiance to the Flag. Alderman Kautz led the Invocation.

## **3. CITIZENS TO BE HEARD**

Citizens Murry, Gurinsky, and Lane addressed City Council regarding guard rails and the drainage project on Chimney Rock

## **4. CITY COUNCIL COMMENTS**

City Council welcomed everyone to the meeting.

## **5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

### **5.1. Proclamation - For Recognition of Zina Tedford, City Secretary for exceptional service and leadership to the City of Shavano Park from March 2013 through December 2020.**

Mayor Werner read the proclamation, and Zina Tedford was recognized for her service and leadership.

## **6. REGULAR AGENDA ITEMS**

### **6.1. Discussion / action - Accepting the 2020 Audit - Finance Director**

Finance Director Morey and Phil Vaughn presented the 2020 Audit.

Alderman Powers made a motion to accept the FY 2020 Financial Statement Audit as presented.

Alderman Colemere seconded the motion.

The motion to accept the 2020 Financial Statement Audit as presented was accepted with a unanimous vote.

### **6.2 Discussion / action - Residential fence permit application for 16006 NW Military Hwy - City Manager**

Alderman Colemere made a motion to approve the fence permit application for 16006 NW Military Hwy.

Alderman Kautz seconded the motion.

The motion to accept the motion to accept the fence permit application for 16006 NW Military Hwy carried with unanimous vote.

**6.3 Discussion / action - Consider options to the Chimney Rock drainage culvert guard rails  
- Alan Gurinsky – presenter**

Alderman Powers made a motion to approve the Chimney Rock drainage culvert guard rails at a cost up to \$4000

Alderman Kautz seconded the motion.

The motion to accept the motion to accept the Chimney Rock drainage culvert guard rails at a cost up to \$4000 carried with unanimous vote.

**6.4 Discussion the 2020 Annual Crime Report - Police Chief**

Chief Fox presented the 2020 Annual Crime Report

**6.5 Public Hearing - Receive comments from members of the public regarding proposed amendments to the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance**

Public hearing opened at 7:47 p.m.

City Manager Hill presented an overview of the proposed amendments to the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance

Public Hearing closed at 7:54 p.m.

**6.6 Discussion / action - Ordinance-2021-001 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open parking of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance (first reading) - City Manager**

Mayor Pro Tem Ross made a motion to approve Ordinance to allow short-term temporary open parking of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance 4 days and not to exceed 8 days in any particular month (first reading).

Alderman Colemere seconded the motion.

The motion to approve O-2021-001 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open parking of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance 4 days and not to exceed 8 days in any particular month carried with unanimous vote (first reading).

**6.7 Discussion / action - Scheduling and Planning for future City Sponsored events:**

**a) Scheduling consideration for the City Sponsored Events: Picnic in the Park and Arbor/ Earth Day - City Manager**

Mayor Pro Tem Ross made a motion to postpone a decision on canceling Picnic in the Park and hold for consideration and defer the decision on Arbor/Earth Day to next month agenda.

Alderman Colemere seconded the motion

The motion to postpone a decision on canceling Picnic in the Park and hold for consideration and refer the decision on Arbor/Earth Day to next month agenda carried with a unanimous vote.

**b) Consideration to establish a new city committee to develop, coordinate and oversee all Shavano Park city events - Ald. Colemere**

No action was taken on this item.

**c) Recommend City Staff run all events starting with the new calendar year - Mayor Pro Tem Ross**

No action was taken on this item.

**6.8 Discussion / action - Resolution R-2021-001 adopting a policy to establishing guidelines for the renting and usage of the City Pavilion and its surrounding grounds, including outdoor grill and restrooms - City Manager**

Mayor Pro Tem Ross made a motion to approve first reading on Resolution R-2021-001 adopting a policy to establish guidelines for the renting and the usage of the city pavilion and its surrounding grounds, including outdoor grill and restrooms. Subject to the finale passage of pavilion fee ordinance.

Alderman Kautz seconded the motion.

The motion to accept the to approve first reading on Resolution R-2021-001 adopting a policy to establish guidelines for the renting and the usage of the city pavilion and its surrounding grounds, including outdoor grill and restrooms. Subject to the finale passage of pavilion fee ordinance. was accepted carried with a unanimous vote.

**6.9 Discussion / action - Ordinance O-2020-022 amending the City of Shavano Park Fee Schedule to add City Pavilion and Grounds private event registration security deposits**

**and fees (first reading) - City Manager**

Mayor Pro Tem Ross made a motion to approve a first reading on **Ordinance O-2020-022** amending the City of Shavano Park Fee Schedule to add City Pavilion and Grounds private event registration security deposits and fees

Alderman Kautz seconded the motion.

The motion to approve **Ordinance O-2020-022** amending the City of Shavano Park Fee Schedule to add City Pavilion and grounds private event registration security deposits and fees carried with a unanimous vote. (first reading)

**6.10 Discussion / action - Transfer portions of Fund balance to Capital Replacement / Improvement Fund - Finance Director**

No action was taken on this item

**6.11 Discussion / action - Amending the Fire Phone allowances - Chief Dover / City Manager**

Alderman Colemere made a motion to postpone consideration this item until the next city council meeting.

Alderman Powers seconded the motion

The motion to postpone concertation this item until the next city council meeting carried with a unanimous vote.

**6.12 Discussion / action - Consideration of Council Appointed Positions and Approved Contracts (Municipal Judge / Municipal Prosecutor / City Engineer / City Permitting) - City Manager**

Mayor Pro Tem Ross made a motion to issue a request for qualifications for the City Judge, Judge Alternate, City Prosecutor, City Prosecutor Alternate.

Alderman Kautz seconded the motion

The motion to issue a request for qualifications for the City Judge, Judge Alternate, City Prosecutor, City Prosecutor Alternate.

**6.13 Discussion / action – Considerations for Compensation Study 2021 - City Manager / City Secretary**

Alderman Powers made a motion to authorize the City Manager to release an RFP Compensation Study to present results to City Council or further guidance.

Mayor Pro Tem Ross seconded the motion.

The motion to authorize the City Manager to release an RFP Compensation Study to present results to City Council or further guidance carried with a unanimous vote.

**6.14 Discussion / action – Authorization of City Manager to enter into a contract for the construction and installation of Generator for City Hall backup power - City Manager**

No action was taken on this item.

**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, November 23, 2020**

**8.2. Accept - Planning and Zoning Commission Minutes, November 4, 2020**

**8.3. Approval – Special City Council Meeting Minutes, December 28, 2020**

**8.4. Approval – Resolution R-2021-002 ordering a General Election for the purpose of electing a Mayor and two Aldermen on May 1, 2021**

**8.5. Accept - Quarterly and Investment Reports ending September 30, 2020**

**8.6. Approval - Interlocal Agreement with Region 8 Education Service Center for membership in The Interlocal Purchasing System**

- 8.7. Accept - Shavano Park Police Department 2020 Racial Profiling Report**
- 8.8. Approval - Resolution R-2021-003 designating authorized signers of all banking depository accounts; Resolution R-2021-004 authorizing the City Manager to establish accounts or memberships at banks or State or Federal Credit Union as authorized in the City of Shavano Park Investment Policy for the sole purpose of purchasing Certificates of Deposit; and amending authorized representatives for the City of Shavano Park accounts with TexSTAR and TexPool**

Alderman Powers made a motion to approve Consent Agenda Items 8.1 - 8.8 as presented.

Alderman Kautz seconded the motion.

The motion to approve Consent Agenda Items 8.1- 8.8 as presented carried with a unanimous vote.

## **9. ADJOURNMENT**

Alderman Powers made a motion to adjourn the meeting.

Alderman Kautz seconded the motion.

The meeting adjourned at 9:57 p.m.

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Robert Werner  
Mayor

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Trish Nichols  
City Secretary

## MINUTES

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

In accordance with Order of the Office of the Governor issued March 16th, 2020, the governor has suspended various provisions of the Open Meetings Act pursuant to his state disaster authority, which now authorize the participation of a meeting by live-video stream or telephone. The City of Shavano Park will conduct the Regular Meeting on Wednesday, November 4, 2020 at 6:30 p.m. at 900 Saddletree Court, Shavano Park Council Chambers in part by Livestream / telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) and slow down the spread of the Coronavirus (COVID-19).

**Livestream Participation.** The livestream available via the Youtube app or website from your computer, tablet or smartphone at: <https://youtu.be/tUCAVu5U--4>

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1. **Call to order**

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

PRESENT:

Albert Aleman

Carla Laws

Kerry Dike

Michael Janssen

Bill Simmons

William Stipek

Damon Perrin

Shawn Fitzpatrick

ABSENT:

Jason Linahan

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

Upon a motion made by Commissioner Dike and a second made by Commissioner Stipek, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

3. **Citizens to be Heard**

Citizens Wright, Esmasizy, and Gilbert addressed the Planning & Zoning Commission regarding HOA concerns and RV parking restrictions.

4. **Consent Agenda:**

**A. Approval - Planning & Zoning Commission minutes, November 4, 2020.**

Upon a motion made by Commissioner Janssen and a second made by Commissioner Dike, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission minutes of November 4, 2020 as presented. The motion carried.

5. **Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding proposed amendments to the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance.**

Public hearing opened at 6:42 p.m.

City Manager Hill addressed the purpose of the proposed amendments to the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance. Purpose was to loosen the restrictions on short / long term parking for RV's.

Citizen Resendes, Scalzi and Schonert addressed the Planning & Zoning Commission regarding concerns on the restrictions on short-term and long-term parking for RV and HOA restrictions.

Citizen Belmares addressed concerns with HOA restrictions.

Public hearing closed at 7:04 p.m.

6. **Discussion / action – Possible amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance – City Manager**

Upon a motion made by Commissioner Dike to table possible amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance. The motion died due to lack of a second.

Upon motion made by Commissioner Janssen and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to propose possible amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to allow short-term temporary open storage of recreational/commercial and covered vehicles/equipment for customary loading/unloading, cleaning and maintenance as amended as discussed. The motion carried.

7. **Discussion / action – Possible rescheduling of the January 6, 2021 Planning & Zoning Commission meeting – Chairman Aleman**

Upon a motion made by Commissioner Dike and a second made by Commissioner Laws, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to a reschedule the January 2021 meeting to January 13, 2021. The motion carried.

8. **Report / update - City Council items considered at previous City Council meetings and discussion concerning the same - City Manager**

City Manager Hill provided an overview of items considered at the previous City Council Meeting.

9. **Chairman Announcements:**

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

10. **Adjournment**

Upon a motion made by Commissioner Dike and a second made by Commissioner Simmons, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to adjourn the meeting at 8:00 p.m.

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Albert Aleman, Chairman

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Zina Tedford, City Secretary

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 8.3

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

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

X

#### **Attachments for Reference:**

- 1) 6.6a RV Amendments *Track Changes*
- 2) 6.6b Ordinance O-2021-001

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**BACKGROUND / HISTORY:** The recreational vehicle (RV) regulations were first established in August 2008 (Ordinance No. 100-02-08). This ordinance was revised in 2011 after considering recommendations from the “Recreational Vehicle Ordinance Review Committee.

The 2011 revisions included establishing a provision “grandfathering” existing RVs owned prior to January 1, 2011 and permitted within 90 days. Staff has no record of the *recreational vehicle or boat storage permit (RVBSP)* called for in the ordinance ever being created or permit issued.

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**DISCUSSION:** Recently, resident’s use of RVs have highlighted that our regulations make no provision for allowing residents to load / unload / clean prior to or immediately following a trip. Owners who store their RV off site usually need to retrieve the RV, drive it to their residence, then clean and load the RV prior to the trip. Upon return, they park at the residence to unload and clean prior to returning the RV for storage. Staff believes an amendment that provides for short periods of transition time would account for this common practice.

In 2011 at the time of the ordinance revision, residents who had existing RVs were provided a 90 day period to permit a RV owned prior to January 1, 2011, which then allowed that RV to be excepted from the regulations of the ordinance. There is no evidence that a permitting process was developed or that permits were approved. Nevertheless, this section of the ordinance is no longer applicable and can be considered for deletion.

At the November 4, 2020 Planning & Zoning Meeting the Commission gave guidance to staff to continue with amendments to allow temporary open storage of RVs for limited time periods throughout the year for customary loading/unloading, cleaning and maintenance. The key aspect of the proposed amendment is provided below (the important factor is the number of days

allowed during temporary parking). P&Z settled on two, but City Council should consider feedback from residents who often need more than two days.

“Temporary Open parking of one recreational vehicle or one piece of recreational equipment in the front yard is allowed for no more than two (2) days at a time to allow for customary loading/unloading, cleaning and maintenance.”

Staff also proposed deleting the code reference to the 2011 *recreational vehicle or boat storage permit*. Staff have no record of the permit ever being created or issued.

The Planning & Zoning Commission approved the proposed amendments at the December 2<sup>nd</sup> meeting with a unanimous vote after a public hearing.

At the January 25<sup>th</sup> City Council meeting, the Ordinance passed first reading with an authorization of temporary storage for up to four (4) days; not to exceed eight (8) days a month

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**COURSES OF ACTION:** Approve Ordinance O-2021-001 as presented; proposal additional amendments or decline and provide further guidance to staff.

-Authorizing temporary Storage for:

- four (4) days; not to exceed eight days a month

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**FINANCIAL IMPACT:** N/A

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**MOTION REQUESTED:** Approve Ordinance O-2021-001 to allow short-term temporary parking of recreational vehicles and equipment for customary loading/unloading, cleaning and maintenance for four days at a time not to exceed eight days a month (final reading).

# Recreational / Commercial Vehicle Regulations – Proposed Amendments

## ARTICLE I. - IN GENERAL

### Sec. 36-1. - Definitions. (select relevant 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; terms not expressly defined herein are to be construed in accordance with customary usage in municipal planning and engineering practices:

...

*Building line or 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.

*Commercial vehicle* means any motor vehicle or piece of equipment one ton and over designed for or used primarily in connection with a commercial business enterprise.

*Covered vehicle/equipment* means any vehicle or equipment covered with a cover or tarp type material with or without framework.

*Garage, attached*, means a structure designed to house motor vehicles and is attached to the main dwelling house either as an integral part thereof or by a connection such as a breezeway.

*Open storage* means the storage of any equipment, machinery, commodities, raw or, semi-finished materials, and building materials, not accessory to a residential use, which is visible from any point on the building lot line when viewed from ground level to six feet above ground level.

*Recreational vehicle* means a vehicle or piece of equipment designed or intended for recreational use, including but not limited to all terrain vehicles, airplanes, golf carts, boats, floats, camping or travel trailers, motor homes, detachable travel equipment of a type adaptable to light duty trucks, boat trailers, utility trailers over eight feet in length, and other equipment or vehicles of similar nature.

*Screening device*. A "screening device" shall consist of a barrier of stone, brick (pierced or block), uniformly colored wood, or other permanent affixed material of quality character, density, and acceptable design, where the solid area equals at least 65 percent of the wall surface, including an entrance gate or gates. Such screening device shall be regularly maintained.

*Yard, front*, means an area extending along the whole length of the front property line between the side property lines, and being the minimum horizontal distance between the property line and the main building or any portion thereof, other than any open porch or porte cochere.

*Yard, rear*, means an area extending across the rear of a lot between the side property lines and being the minimum horizontal distance between the rear property line and the rear of the principal building or any projections thereof, other than any balcony or open porch.

*Yard, side*, means an area extending along the side property line from the front yard to the rear yard, being the minimum horizontal distance between any building sidewall or projections thereof, except any balcony or open porch.

...

### Sec. 36-2. - Phasing of certain regulations.

Any existing violations of the storage or parking of recreational/commercial and covered vehicles/equipment as prohibited in this chapter are hereby given six months to come into compliance with said regulations.

**Sec. 36-3. - Criminal penalty.**

...

**Sec. 36-4. - Effect and compliance.**

...

**Sec. 36-5. - Enforcement and remedies.**

...

**Sec. 36-6. - Nonconforming uses.**

...

**Secs. 36-7—36-30. - Reserved**

**ARTICLE II. – DISTRICTS**

**Sec. 36-36. - A-1, A-2, A-3, A-4 and A-5 PUD Single-Family Residential Districts.**

- (a) *Use regulations.* In A-1, A-2, A-3, A-4 and A-5 PUD Single-Family Residential Districts, no land shall be used and no building shall be erected for or converted to any use other than:

- (1) Single-family residence.
- (2) Accessory buildings.

...

- (3) Portable construction buildings under the following conditions:

...

- (4) Swimming pools pursuant to all applicable City regulations.
- (5) Private tennis courts pursuant to all applicable City regulations.
- (6) *Entryway features and the front setback.* Porches or porte cocheres at the front of a residence are only allowed to extend from the primary residence into the front setback under the following conditions:

...

- (b) *Storage or parking of recreational/commercial and covered vehicles/equipment.* Storage or parking of recreational/commercial and covered vehicles/equipment is prohibited in all residential districts. ~~This restriction and the following requirements do not apply when any such vehicle is used for the primary transportation of the owner, except as follows:~~

- (1) ~~—When the recreational/commercial vehicle is used for the primary transportation of the owner;~~
- (2) ~~Storage or parking of recreational/commercial and covered vehicles/equipment is allowed~~ When such vehicles and equipment ~~is~~ are placed within a completely enclosed ~~/~~ building on any residential lot;

- (32) ~~—Any such vehicle of eight feet (8') or less in height may be placed on a residential lot behind the dwelling unit, to including upon~~ side setbacks, ~~so long as such vehicle is~~ properly screened from the view from the front property line by either a fence or screening device; ~~or~~
- (43) ~~—When a~~Any such vehicle ~~exceeds greater than~~ eight feet (8') in height, ~~it~~ may be placed on a residential lot ~~only if the residential lot is that is~~ greater than 0.7 acres, ~~and if such vehicle is~~ properly screened from view by a fence ~~or a screening device~~ that is at least eight feet (8') in height ~~or a screening device~~. ~~In addition, t~~The vehicle must be placed behind the front face of the dwelling unit. Side and rear setbacks may be used provided that a five-foot side (5') and rear setback be maintained at all times; ~~:-~~
- (5) ~~Temporary Open parking of one recreational vehicle or one piece of recreational equipment in the front yard is allowed for no more than four (4) days at a time but total open parking time in any given month shall not exceed eight (8) days to allow for customary loading/unloading, cleaning and maintenance.~~
- (4) ~~Properly permitted recreational vehicles and boats are excepted from the regulations of this subsection. A recreational vehicle or boat is properly permitted if the owner of a recreational vehicle or boat is issued a recreational vehicle or boat storage permit ("RVBSP") by the City prior to 90 days after approval of this ordinance by the City Council. RVBSPs are nontransferable and may be issued to an owner of [a] recreational vehicle including owners with residential lots of less than one acre upon receipt of the following:~~
- ~~a. A completed, signed, RVBSP application;~~
  - ~~b. Documentary proof that the recreational vehicle or boat was purchased prior to January 1, 2011;~~
  - ~~c. A copy of the recreational vehicle's title; indicating owner and homeowner are the same;~~
  - ~~d. Proof of insurance for the recreational vehicle if applicable;~~
  - ~~e. The RVBSP can be transferred to a replacement recreational vehicle or boat, only when the new or replacement recreational vehicle or boat does not exceed the size in length and height of the original recreational vehicle or boat being replaced; and~~
  - ~~f. An administrative processing fee in the amount of \$10.00 for the original RVBSP or to transfer it to a replacement recreational vehicle or boat.~~

...

#### **Sec. 36-37. - CE Single-Family Cottage Estates Residential District.**

- (a) *Use regulations.*
- (1) In a CE Single-Family Cottage Estates Residential Districts, no land shall be used for any purpose other than a single-family residence and related amenity purposes.
  - (2) Reserved.
- (b) *Density regulations.* No more than four dwelling units may be constructed per gross acre of land within each CE Zoning District.
- (c) *Other use regulations.* See Table No. 2.
- (d) *Exterior architectural features.*

...

- (e) *Garages.* A minimum two-car garage shall be provided for each residence. An additional garage may be provided as an accessory building pursuant to regulations in section 36-36(a)(2). Conversion of an existing garage to another use shall be permitted only where replacement garage space is provided.
- (f) *Height regulations.* No residential building shall exceed two livable stories in height and the permitted maximum vertical height shall not exceed the height specified in Tables 1, 2 and 6 of this chapter.
- (g) *Storage or parking of recreational/commercial and covered vehicles/equipment.* Storage or parking of recreational/commercial and covered vehicles/equipment is prohibited in all residential districts, except as follows. ~~Except where the primary use of any such vehicle is for the personal transportation of the owner, the following exceptions shall apply:~~
  - (1) ~~—When the recreational/commercial vehicle is used for the primary transportation of the owner;~~
  - (2) ~~When s~~Such vehicles and equipment ~~may be are~~ placed within a completely enclosed building on any residential lot; ~~or~~
  - (3) Any such vehicle that is eight feet (8') or less in height may be placed on a residential lot behind the dwelling unit, including upon side setbacks, if such vehicle is properly screened from the view from the front property line by either a fence or screening device;
  - (4) ~~—When a~~Any such vehicle ~~is greater than~~ eight feet (8') in height, ~~it or less~~ may be placed on ~~any a~~ residential lot only if that lot is greater than 0.7 acres, and if such vehicle is properly screened from view by a fence or a screening device that is at least eight feet (8') in height. In addition, the vehicle must be placed behind the front face of the dwelling unit. Side and rear setbacks may be used only so long as a five-foot side (5') and rear setback be maintained at all times; to include the side setbacks, if properly screened from view by either a fence or screening device.
  - (5) Temporary Open parking of one recreational vehicle or one piece of recreational equipment in the front yard is allowed for no more than four (4) days at a time but total open parking time in any given month shall not exceed eight (8) days to allow for customary loading/unloading, cleaning and maintenance.

~~Storage or parking pursuant to these exceptions shall be limited to the parcel of land upon which an inhabited dwelling unit is located and the vehicle or equipment so stored or parked shall be owned by the occupant of that unit.~~

...

#### **Sec. 36-103. - Special use permits for certain fences.**

- (a) Special use permits for certain fences shall be processed consistent with this subsection.
- (b) Special use permit requirements. A special use permit for a fence in any residential area exceeding eight feet in height shall be granted if the following conditions are met:
  - (1) A neighboring property owner is legally storing a recreational vehicle on their property; and
  - (2) The requested fence does not exceed ten feet in height.
- (c) Permitting process
  - (1) An applicant shall submit a request for the special use permit to the City Secretary's office.
  - (2) The Commission shall consider the approval or denial of the permit based solely on the requirements within this chapter at its next regularly scheduled meeting.

**ORDINANCE NO. O-2021-001**

**AN ORDINANCE AMENDING CHAPTER 36 – ZONING OF THE CITY OF SHAVANO PARK CODE OF ORDINANCES TO ALLOW TEMPORARY OPEN PARKING OF ONE RECREATIONAL VEHICLE OR ONE PIECE OF RECREATIONAL EQUIPMENT IN THE FRONT YARD FOR CUSTOMARY LOADING/UNLOADING, CLEANING AND MAINTENANCE, AND DELETING REFERENCE TO THE RECREATIONAL VEHICLE OR BOAT STORAGE PERMIT; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**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 of Shavano Park regulates placement of residential recreational equipment to preserve the aesthetic beauty of the City; and

**WHEREAS**, the City Council of the City of Shavano Park desires to allow the owners of recreational vehicles or recreational equipment the ability to temporarily open park for customary loading/unloading, cleaning and maintenance; and

**WHEREAS**, the City of Shavano Park has no record of a Recreational Vehicle or Boat Storage Permit ever being issued and so wishes to remove reference to such permits; and

**WHEREAS**, the City Council of the City of Shavano Park believes this zoning ordinance improves the clarity and consistency of the City's zoning regulations; and

**WHEREAS**, after notice and hearing required by law, a public hearing was held before the Shavano Park Zoning and Planning Commission on December 2, 2020 to consider the proposed amendments and the Zoning and Planning Commission recommended approval of the proposed amendments; and

**WHEREAS**, after public hearing held by the City Council on January 25, 2021 the City Council voted to approve the second reading on February 22, 2021.

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

**I**

**CODE AMENDMENT**

Chapter 36, Article II, Section 36-36(b) of the City of Shavano Park Code of Ordinances is hereby amended to strike the existing Section 36-36(b) and replace it by adding the following:

- (b) *Storage or parking of recreational/commercial and covered vehicles/equipment.* Storage or parking of recreational/commercial and covered vehicles/equipment is prohibited in all residential districts, except as follows:
- (1) When the recreational/commercial vehicle is used for the primary transportation of the owner;
  - (2) When such vehicles and equipment are placed within a completely enclosed building on any residential lot;
  - (3) Any such vehicle of eight feet (8') or less in height may be placed on a residential lot behind the dwelling unit, including upon side setbacks, so long as such vehicle is properly screened from the street view of the front property line by either a fence or screening device;
  - (4) When any such vehicle exceeds eight (8') feet in height, it may be placed on a residential lot only if the residential lot is greater than 0.7 acres, and if such vehicle is properly screened from view by a fence or a screening device that is at least eight feet (8') in height. In addition, the vehicle must be placed behind the front face of the dwelling unit. Side and rear setbacks may be used provided that a five-foot (5') side and rear setback be maintained at all times;
  - (5) Temporary Open parking of one recreational vehicle or one piece of recreational equipment in the front yard is allowed for no more than four (4) days at a time but total open parking time in any given month shall not exceed eight (8) days to allow for customary loading/unloading, cleaning and maintenance.

**II**

**CODE AMENDMENT**

Chapter 36, Article II, Section 36-37(g) of the City of Shavano Park Code of Ordinances is hereby amended to strike the existing Section 36-37(g) and replace it by adding the following:

- (g) *Storage or parking of recreational/commercial and covered vehicles/equipment.* Storage or parking of recreational/commercial and covered vehicles/equipment is prohibited in all residential districts, except as follows:

- (1) When the reactional/commercial vehicle is used for the primary transportation of the owner;
- (2) When such vehicles and equipment are placed within a completely enclosed building on any residential lot;
- (3) Any such vehicle that is eight feet (8') or less in height may be placed on a residential lot behind the dwelling unit, including upon side setbacks, if such vehicle is properly screened from the view from the front property line by either a fence or screening device;
- (4) When any such vehicle is greater than eight (8') feet in height, it may be placed on a residential lot only if that lot is greater than 0.7 acres, and if such vehicle is properly screened from view by a fence or a screening device that is at least eight feet (8') in height. In addition, the vehicle must be placed behind the front face of the dwelling unit. Side and rear setbacks may be used only so long as a five-foot (5') side and rear setback be maintained at all times;
- (5) Temporary Open parking of one recreational vehicle or one piece of recreational equipment in the front yard is allowed for no more than four (4) days at a time but total open parking time in any given month shall not exceed eight (8) days to allow for customary loading/unloading, cleaning and maintenance.

### **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 25th day of January, 2021.

**PASSED AND APPROVED** on the second reading by the City Council of the City of Shavano Park this the 22nd day of February, 2021.

\_\_\_\_\_  
**ROBERT WERNER, MAYOR**

Attest:

\_\_\_\_\_  
**TRISH NICHOLS, CITY SECRETARY**

## CITY COUNCIL STAFF SUMMARY

Meeting Date: February 22, 2021

Agenda item: 8.4

Prepared by: Brenda Morey

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Accept – Quarterly investment report, quarter ending December 31, 2020

X

### **Attachments for Reference:**

- a) Quarterly Investment Report, December 31, 2020
- b) Pledged Securities - December 31, 2020
- c) Cash and Investment Balances by Fund – December 31, 2020

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**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 all 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 subject to examination by the Independent Auditor during the annual audit.

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**DISCUSSION:** These reports were reviewed and discussed in detail with the Investment Committee on February 10, 2021. Attachment a) is the required Quarterly Investment Report ending December 31, 2020. The reported balances as of December 31, 2020 are the bank balances and do not reflect outstanding checks that have not been presented for payment or deposits in transit at that date.

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	\$2,390,509	75.54%
CD's	\$ 773,882	24.46%

Attachment b) is the Frost Bank Pledged Securities report from BNY Mellon Bank as of December 31, 2020. Total depository funds were fully collateralized with pledged securities of \$4,158,394 and FDIC coverage of \$250,000.

<u>Depository</u>	<u>Balances</u>
Frost Accounts	\$4,158,394

Attachment c) represents the actual Cash and Investment Balances by all Funds per the general ledger as of December 31, 2020, totaling \$7,321,937. 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.

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

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**FINANCIAL IMPACT:** N/A

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**STAFF RECOMMENDATION:** Accept – December 31, 2020 Quarterly Investment Report

# City of Shavano Park, Texas

## Quarterly Investment Report

Period Ending December 31, 2020

	Portfolio Type	Beginning 10/1/2020	Total Deposits / (Withdrawals)	Interest	Ending 12/31/2020	Annualized Rate for the Period	Rate at 12/31/2020	Days To Maturity	Maturity Date
<b>GENERAL FUND 10</b>									
TexStar	Pool	\$ 2,021,465.37	\$ (125,000.00)	\$ 455.46	\$ 1,896,920.83	0.0923%	0.0685%	1	n/a
TexPool	Pool	105,664.70	-	30.82	105,695.52	0.1158%	0.0845%	1	n/a
Security Service Credit Union	CD	129,639.77	-	161.67	129,801.44	0.5000%	0.5000%	84	3/25/21
United Federal Credit Union	CD	128,563.98	-	770.09	129,334.07	2.4000%	2.4000%	144	5/24/21
Generations Credit Union	CD	255,260.83	-	350.18	255,611.01	0.5500%	0.5500%	225	8/13/21

### Total - General Fund Investments

\$ 2,640,594.65 \$ (125,000.00) \$ 1,768.22 \$ 2,517,362.87

<b>WATER FUND 20</b>									
TexStar	Pool	\$ 120,082.74	\$ 110,762.32	\$ 68.82	\$ 230,913.88	0.0923%	0.0685%	1	n/a
TexPool	Pool	377.88	-	-	377.88	0.1158%	0.0845%	1	n/a
Security Service Credit Union	CD	129,639.77	-	161.67	129,801.44	0.5000%	0.5000%	84	3/25/21
United Federal Credit Union	CD	128,563.98	-	770.09	129,334.07	2.4000%	2.4000%	144	5/24/21

### Total - Water Fund Investments

\$ 378,664.37 \$ 110,762.32 \$ 1,000.58 \$ 490,427.27

<b>DEBT SERVICE FUND 30</b>									
TexStar	Pool	\$ 51,004.52	\$ -	\$ 11.87	\$ 51,016.39	0.0923%	0.0685%	1	n/a
TexPool	Pool	105,553.87	-	30.78	105,584.65	0.1158%	0.0845%	1	n/a

### Total - Debt Service Fund Investments

\$ 156,558.39 \$ - \$ 42.65 \$ 156,601.04

<b>GENERAL FUND 10</b>	Depository	\$ 466,980.85	\$ 691,914.53	\$ 14.24	\$ 1,158,909.62	0.0100%	0.0100%	1	n/a
<b>WATER FUND 20</b>	Depository	685,188.51	87,473.29	15.41	772,677.21	0.0100%	0.0100%	1	n/a
<b>DEBT SERVICE FUND 30</b>	Depository	5,566.54	35,759.61	0.41	41,326.56	0.0100%	0.0100%	1	n/a
<b>GENERAL CAPITAL REPLACEMENT 70</b>	Depository	2,306,381.76	(615,122.77)	41.41	1,691,300.40	0.0100%	0.0100%	1	n/a
<b>CRIME CONTROL DISTRICT 40</b>	Depository	627,336.02	(243,337.27)	10.73	384,009.48	0.0100%	0.0100%	1	n/a
<b>PEG FEE 42</b>	Depository	113,842.89	(4,112.90)	2.45	109,732.44	0.0100%	0.0100%	1	n/a
<b>MISCELLANEOUS SPECIAL REVENUE FUNDS</b>	Depository	438.21	-	-	438.21	0.0000%	0.0000%	1	n/a

### Total - Depository Accounts

\$ 4,205,734.78 \$ (47,425.51) \$ 84.65 \$ 4,158,393.92

### All Funds - Investments and Depository Accounts

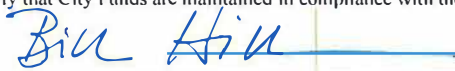
\$ 7,381,552.19 \$ (61,663.19) \$ 2,896.10 \$ 7,322,785.10

\*\*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 December 31, 2020.\*\*

The weighted average maturity of investment portfolio (excluding Depository accounts):

38 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 )

  
 Bill Hill, City Manager

  
 Brenda Morey, Finance Director

**Tri-Party Collateral Agreement**  
**BNY Mellon as Tri-Party Custodian**  
**Price Report for 04 Jan 2021**

**due to holiday and weekend, report is for  
12/31/2020 collateral coverage**

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 %
4,004,652.00	SAN ANTONIO TEX ELEC & GAS		112.948000	4,523,174.34	4,574,233.65	4,158,394.23	0.012750	1.000000
3.00000	USD	1.0000000000	01-Feb-2037	MUBD	02V8X7	51,059.31	415,839.42	110.00 %

Total

4,004,652.00	4,523,174.34	4,574,233.65	4,158,394.23	415,839.42
			51,059.31	

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

Start Date:	01-Mar-2018	End Date:	04-Jan-2023
Repo Repricing Rate:	0.0000%	Deal Currency:	USD
Deal Amount:	4,158,393.92	Unwind Amount:	4,158,393.92
Deal Value -> Today:	4,158,393.92	-> Next Business Day:	4,158,393.92
Listed Positions:	1	Listed Securities Par	4,004,652.00

1) Listed Securities Market Value	:	4,523,174.34
2) + Listed Securities Accrued Interest	:	51,059.31
3) = Listed Securities Total Value	:	4,574,233.65
4) + Cash Total Pledged	:	0.00
5) + Unlisted, Margined Securities Value	:	0.00
6) - Listed Securities Margin Amount	:	415,839.42
7) - Cash Collateral Margin Amount	:	0.00
8) = Total Securities + Cash Coll Value	:	4,158,394.23
9) = Total Required Collateral Value	:	4,158,393.92

**Tri-Party Collateral Agreement  
BNY Mellon as Tri-Party Custodian  
Price Report for 04 Jan 2021**

Grand Totals : Number of Accounts:	1		
Deal Amount:	4,158,393.92	Unwind Amount:	4,158,393.92
Deal Value -> Today:	4,158,393.92	-> Next Business Day:	4,158,393.92
Listed Positions:	1	Listed Securities Par Value:	4,004,652.00

1) Listed Securities Market Value	:	4,523,174.34
2) + Listed Securities Accrued Interest	:	51,059.31
3) = Listed Securities Total Value	:	4,574,233.65
4) + Cash Total Pledged	:	0.00
5) + Unlisted, Margined Securities Value	:	0.00
6) - Listed Securities Margin Amount	:	415,839.42
7) - Cash Collateral Margin Amount	:	0.00
8) = Total Securities + Cash Coll Value	:	4,158,394.23
9) = Total Required Collateral Value	:	4,158,393.92

**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).

Although BNYM will not utilize prices obtained from brokers or dealers in providing services, BNYM may obtain from any broker or dealer prices and other information and data such as offering memoranda, observable and non-observable information and assumptions in order to assist BNYM's vendors in determining prices of particular financial assets.

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.

The prices reported by BDS may differ from the prices reported or used by other divisions of BNYM or its subsidiaries or affiliates, and such differences may or may not be material. Margin values reported in connection with triparty transactions may differ from margin values used by BNYM for its own account or for the account of its subsidiaries, affiliates or other clients.

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)	December 31, 2020
General Fund (10)	\$ 3,184,338
Water Fund ( 20)	513,640
Water Capital Replacement Fund (72)	716,208
Debt Service Fund (30)	254,396
Crime Control District Fund (40)	322,557
PEG Funds (42)	109,732
Oak Wilt Fund ( 45)	90,989
Street Maintenance Fund (48)	609,389
Court Security/Technology (50)	58,356
Child Safety Fund ( 52)	3,509
LEOSE Fund (53)	(1,452)
GF Capital Replacement Fund (70)	1,459,798
Pet Documentation and Rescue Fund (75)	477
<b>Total Cash &amp; Investments *</b>	<b>\$ 7,321,937</b>

\* 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: February 22, 2021

Agenda item: 8.5

Prepared by: Brenda Morey

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

**Discussion / possible action – Resolution R-2021-005 Adopting the City of Shavano Investment Policy – Finance Director**

☒

**Attachments for Reference:**

a) R-2021-005 Resolution

b) Proposed 2021 Investment Policy

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**BACKGROUND / HISTORY:** The Public Funds Investment Act (PFIA), Section 2256.005a requires the City to adopt an investment policy and investment strategy by rule, order, ordinance or resolution. Attached is a copy of the City of Shavano Park's investment policy adopted February 24, 2020 with the proposed changes redlined.

The Local Government Code of the State of Texas (Local Government Code, Chapter 105.011) governs local government depositories and authorizes cities to receive and consider applications (bids/proposals) for banking services from financial institutions outside the city limits, when consideration of such financial institutions is in the best interest of the city.

The Investment Committee is comprised of Mark Standeford, Lee Matecko, Konrad Kuykendall City Manager Bill Hill, and Finance Director Brenda Morey.

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**DISCUSSION:** The Investment Committee met January 12 and February 10, 2021, to review and suggest updates to the City's Investment policy as well as review quarterly investments and reports.

The Committee reviewed the 2020 investment policy and made the following suggested edit:

- Page 5, second paragraph, add "The continued training will be required of the City Manager and the Finance Director, only, because of their day-to-day investment officer duties. Upon completion of the initial training for the 'Other' members of the committee, no further training is considered necessary.

Note also the adopted date will be updated to February 22, 2021.

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### **COURSES OF ACTION:**

1. Approve the proposed City of Shavano Investment Policy by resolution.
  2. Advise Staff and Committee to meet for further discussion/recommendations.
-

**FINANCIAL IMPACT:** N/A

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**STAFF RECOMMENDATION:** Approve Resolution R-2021-005 adopting the City of Shavano Investment Policy with the edits as presented.

**A RESOLUTION AMENDING AND ADOPTING THE CITY OF SHAVANO PARK  
INVESTMENT POLICY**

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**WHEREAS**, Chapter 2256 of the Texas Government Code, commonly known as the "Public Funds Investment Act," requires the City to adopt an investment policy by rule, order, ordinance, or resolution; and

**WHEREAS**, The Public Funds Investment Act (Section 2256.005 a) requires the governing body to review and adopt that investment policy not less than annually, recording any changes made thereto; and

**WHEREAS**, the City of Shavano Park has chosen to revise the Investment Policy with respect to insurance and collateral, and the Policy is attached as Exhibit A.

**WHEREAS**, the Local Government Code of the State of Texas (Local Government Code, Chapter 105.011) governs local government depositories; and

**WHEREAS**, the Local Government Code authorizes the City to receive and consider applications (proposals/bids) for banking services from financial institutions outside the City limits: and

**WHEREAS**, the City Council has concluded that consideration of such financial institutions is in the best interest of the City;

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:**

That the City Council has complied with the requirements of the Public Funds Investment Act and the Local Government Code Chapter 105 and the Investment Policy attached hereto as Exhibit A, is hereby adopted in its entirety as the Investment Policy of the City.

**PASSED AND APPROVED** by the City Council of the City of Shavano Park this the 22nd day of February, 2021

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**Robert Werner**  
MAYOR

Attest: \_\_\_\_\_  
**Trish Nichols**  
City Secretary

# City of Shavano Park Texas

## Investment Policy

Adopted February ~~22~~<sup>24</sup>, 202~~1~~<sup>0</sup>

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## INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Shavano Park in order to achieve the objectives of safety, liquidity, diversification, and yield for all investment activity. The City Council of the City of Shavano Park shall review and adopt, by resolution, its investment strategies and policy not less than annually. The resolution shall include a record of changes made to either the investment policy or strategy. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, "the ACT", Chapter 2256 Texas Government Code) to define, adopt and review a formal investment strategy and policy.

## INVESTMENT STRATEGY

The City of Shavano Park maintains portfolios which utilize five specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios:

- A. Operating funds and commingled pools containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility (i.e. risk) during economic cycles. This may be accomplished by purchasing high-quality, short to medium-term securities which will complement each other in a laddered or barbell maturity structure. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each security.
- B. Debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date.
- C. Debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible.
- D. Special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated, project completion date.

- E. Operating funds reserved fund balance shall have as the primary objective the capability of adding yield to the portfolio without causing any cash flow inadequacies. The City's intent is to maintain a reserve fund balance of four to six months of operating expenditures to ensure that during economic shortfalls funds are available to sustain the City's needs. The weighted average maturity of these securities shall be no more than 2 years and at least 15% of the funds will be liquid.

## INVESTMENT POLICY

### SCOPE

This investment policy applies to all financial assets of the City of Shavano Park. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Proprietary Funds
- All Other Funds

### OBJECTIVES

The City of Shavano Park shall manage and invest its cash with four objectives, listed in order of priority: Safety, Liquidity, Diversification, and Yield. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and Local law.

The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, vendor payment in accordance with invoice terms and prudent investment of available cash. Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

#### Safety

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value.

## Liquidity

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

## Diversification

In order to minimize investment and market risk, the City will diversify its investments by market sector (security type) and maturity. The portfolio will be designed to avoid unreasonable risks within one market sector or from an individual financial institution.

## Yield

The City's cash management portfolio shall be designed with the objective of regularly exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the City's weighted average maturity in days. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

# RESPONSIBILITY AND CONTROL

## Investment Committee

### Members

A five member Investment Committee, shall consist of the City Manager, Finance Director and three outside committee members as selected by Council.

### Scope

The Investment Committee shall meet at least semi-annual or other time frame to determine operational strategies and to monitor results. Include in its deliberation such topics as: performance reports, economic outlook, portfolio, diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers and the target rate of return on the investment portfolio. The committee may make recommendations to the Investment Officer and the Council.

### Procedures

The Investment Committee shall establish its own rules of procedures as it is not required to conform to open meetings act. Meeting summations shall be provided to all members of the investment committee.

## Delegation of Authority

Authority to manage the City's investment program is derived from a resolution of the City Council. The Finance Director and City Manager or any person designated by the City Council shall act as Investment Officers for the City and are responsible for investment decisions and activities. The Investment Officers shall establish written procedures for the operation of the investment program, consistent with this investment policy.

## Training

The Investment Officers and the other members of the Investment Committee shall attend at least one training session relating to investment responsibilities under the Act within 12 months after assuming duties; a training session not less than once in a two-year period that begins on the first day of the City of Shavano Park's fiscal year and consists of the two consecutive years after that date; each initial training session shall contain not less than 10 hours of training, and subsequent training sessions not less than eight hours of instruction. The continued training will be required of the City Manager and Finance Director, only, because of their day-to-day investment officer duties. Upon completion of the initial training for the 'Other' members of the committee, no further training is considered necessary.

Training requirements for "Other" members of the Investment Committee may be waived by City Council for highly qualified professionals as so designated at the time of appointment.

Such training from an independent source shall be approved or endorsed by either, Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League or the Alamo Area Council of Governments. All expenses incurred for the required training will be paid or reimbursed by the City in accordance with the current travel and training policy in force.

## Internal Controls

The Investment Officers are responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by the investment officers.

Accordingly, the Investment Officers shall establish a process for annual independent review by an external qualified entity(s) to assure compliance with policies and procedures. This can be part of the annual audit. The results of this review shall be reported to the City Council. The internal controls shall address the following points:

### A. Control of collusion

- B. Separation of transaction authority from accounting and record keeping.
- C. Custodial safekeeping
- D. Avoidance of physical delivery securities.
- E. Clear delegation of authority to subordinate staff members.
- F. Written confirmation for telephone (voice) transactions for investments and wire transfers.
- G. Development of a wire transfer agreement with the depository bank or third party custodian.

## **Prudence**

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- A. The investment of all funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- B. Whether the investment decision was consistent with the written investment policy of the City.

The Investment Officers and those delegated investment authority under this Policy, when acting in accordance with the written procedures and in accord with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

## **Public Trust**

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

## **Ethics and Conflicts of Interest**

The Investment Committee and City staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City's portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchases and sales.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

## **REPORTING**

### **Quarterly Reporting**

The Investment Officer shall submit quarterly reports to the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program and consistent with statutory requirements. All reports shall be in compliance with the Act. Market prices for market evaluations will be obtained from an independent source.

### **Annual Report**

Within 90 days of the end of the fiscal year, the Investment Officer shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Council.

### **Methods**

The quarterly investment report shall include a succinct management summary that provides a

clear picture of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be provided to the City Council and will include the following:

- A. A listing of individual securities held at the end of the reporting period. This list will include the name of the fund or pooled group fund for which each individual investment was acquired.
- B. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from whom the security was purchased.
- C. Additions and changes to the market value during the period.
- D. Fully accrued interest for the reporting period.
- E. Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.
- F. Listing of investments by maturity date.
- G. The percentage of the total portfolio which each type of investment represents.
- H. Statement of compliance of the City's investment portfolio with State law and the investment strategy and policy approved by the City Council.

## INVESTMENT PORTFOLIO

### Active Portfolio Management

The City shall pursue an active versus a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments and will adjust the portfolio accordingly.

### Investments

Assets of the City of Shavano Park may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under the Act, as the Act may from time to time be amended. The

City is not required to liquidate investments that were authorized investments at the time of purchase.

## **I. Authorized**

- A. Obligations, including letters of credit, of the United States of America, its agencies and instrumentalities which have a liquid market with a readily determinable market value.
- B. Direct obligations of the State of Texas and agencies thereof. Total investment in this instrument shall not exceed 90% of the overall portfolio.
- C. Other obligations, the principle of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or United States of America or their respective agencies and instrumentalities including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.
- D. Obligations of the States (other than Texas), agencies thereof, Counties, Cities and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than "A" or its equivalent. Total investment in this instrument shall not exceed 25% of the overall portfolio.
- E. Certificates of Deposit by a Depository Institution that has its main office or branch office in the State of Texas, guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor; secured by obligations described in A through D above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by Section 2256.009 (b) of the Texas Government Code and made in accordance with the conditions as specified by Section 2256.010 of the Texas Government Code. Total investment in CD's shall not exceed 80% of the overall portfolio.
- F. Fully collateralized direct repurchase agreements with a defined termination date secured by a combination of cash and obligations of the United States or its agencies and instrumentalities pledged to the City, held in the City's name, and deposited at the time the investment is made with the entity or with a third party, selected by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution domiciled in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. The term of any reverse security repurchased agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received under the terms of a reverse security repurchase agreement shall be used to acquire additional investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement. Total investment in repurchase agreements shall not exceed 10% of the overall portfolio.
- G. Joint pools of political subdivisions in the State of Texas which invest in instruments and follow practices as specified by Section 2256.016 of the Texas Government Code.

Investment in such pools shall be limited to 90% of the City's entire portfolio. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

## **II. Un-Authorized**

The City's investment policy specifically prohibits investments in the securities listed below:

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- C. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.
- D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.
- E. Securities Lending Program
- F. Bankers' Acceptance Commercial Paper

## **Holding Period**

The City of Shavano Park intends to match the holding periods of investment funds with liquidity needs of the City. In no case will the average maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed five years. The maximum weighted average maturity (WAM) of the overall portfolio shall not exceed 270 days.

Investments in all funds shall be managed in such a way that the market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the volume of the portfolio during a twelve-month period.

The Investment Officer will monitor rating changes in investments acquired with public funds that require a minimum rating and shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating thereby making that investment an unauthorized investment.

## **Risk and Diversification**

The City of Shavano Park recognizes that investment risks can result from issuer defaults, market priced changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification which shall be achieved by the following general guidelines.

- A. Risk of issuer default is controlled by limiting investments to those instruments allowed by the Act, which are described herein.

- B. Risk of market price changes shall be controlled by avoiding over-concentration of assets in a specific maturity sector, limitation of average maturity of operating funds investments to one year and avoidance of over-concentration of assets in specific instruments other than U.S. Treasury Securities and Insured or Collateralized Certificates of Deposits.
- C. Risk of illiquidity due to technical complications shall be controlled by the selection of securities dealers as described herein.

The Table below summarizes the authorized investments and their maximum allocation as a percentage of the overall investment portfolio:

Security Type	Maximum Allocation
A. <b>Obligations of the US Government, Agencies/Instrumentalities</b>	90%
B. <b>Obligations of the State of Texas, Agencies/Instrumentalities</b>	50%
C. Obligations of other States, County, Cities and political subdivision	25%
D. Certificate of Deposits with branch(s) in the State of Texas (Max. of \$250K per institution, insured or collateralized)	80%
E. Collateralized direct repurchase agreements	10%
F. Constant dollar Investment Pools (Ex. TexPool, TexStar)	90%
G. Money Market Mutual Fund (AAA rated or equivalent)	50%

## SELECTION OF BANKS, BROKER/DEALERS, AND INVESTMENT ADVISORS

### Depository

City Council shall, by ordinance, “select and designate one or more banking institutions as the depository for the monies and funds of the City” in accordance with the requirement of Tex. Loc. Gov’t Code Ch. 105. At least every five years, a Depository shall be selected for a contract term of three years with two one-year renewal options through the City's banking services procurement process, which shall include a formal request for proposal (RFP).

Due to the limited number of financial institutions located within the City, the City has concluded that consideration of banking services (bids/proposals) from financial institutions outside the City limits are in the best interest of the City and, therefore, will accept depository applications from institutions both inside and outside the City limits.

In selecting a depository, the credit worthiness of institutions shall be considered and the Investment Officer shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

### **Certificates of Deposit**

Banks seeking to establish eligibility for the City's competitive certificate of deposit purchase program shall submit for review annual financial statements, evidence of federal insurance and other information as required by the Investment Officer.

### **Investment Advisor**

The Council may, at its discretion, contract with an investment management firm properly registered under the Investment Advisors Act of 1940 (15 U.S.C. Section 80b-1 et seq.) and with the Texas State Securities Board to provide for investment and management of its public funds or other funds under its control.

### **Securities Dealers**

All investments made by the City will be made through the City's banking services bank or a primary dealer. The Investment Committee will review the list of authorized broker/dealers annually. A list of at least three broker/dealers will be maintained in order to assure competitive bidding. Brokers and dealers who office in the San Antonio and Austin metropolitan area are preferred. Investment officials shall not knowingly conduct business with any firm with whom public entities have sustained losses on investments. All Securities dealers shall provide the City with references from public entities which they are now serving.

All financial institutions and brokers/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- audited financial statements each year,
- proof of National Association of Securities Dealers (NASD) certification and provision of CRD number,

- proof of current registration with the State Securities Commission and
- completed broker/dealer questionnaire
- certification of having read the City's investment policy signed by a qualified representative of the organization
- acknowledgement that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

**Qualified representative** means a person who holds a position with a business organization, who is authorized to act on behalf of the business organization and who is one of the following:

- A. For a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the National Association of Securities Dealers;
- B. For state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution; or
- C. For an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the certification on behalf of the investment pool.

## Investment Pools

A thorough investigation of the pool is required prior to investing, and on a continual basis. All investment pools must have available the following information in order to be eligible to receive funds:

- the types of investments in which money is allowed to be invested
- the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool
- the maximum stated maturity date any investment security within the portfolio has
- the objectives of the pool
- the size of the pool
- the names of the members of the advisory board of the pool and the dates their terms expire > the custodian bank that will safe keep the pool's assets

- whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation
- whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment
- the name and address of the independent auditor of the pool
- the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool
- the performance history of the pool, including yield, average dollar weighted maturities and expense ratios
- a description of interest calculations and how interest is distributed, and how gains and losses are treated

An annual review of the financial condition of each investment pool(s) will be conducted by the Investment Committee.

## SAFEKEEPING AND CUSTODY

### Insurance or Collateral

All deposits and investments of City funds other than direct purchase of U.S. Treasuries or Agencies shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or the National Credit Union Share Insurance Fund (NCUSIF) as administered by the National Credit Union Administration (NCUA). Evidence of the pledged collateral shall be maintained by the Finance Director or a third party financial institution. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

### Safekeeping Agreement

Collateral pledged to secure deposits of the City shall be held by a safekeeping institution in accordance with a Safekeeping Agreement which clearly defines the procedural steps for gaining access to the collateral should the City of Shavano Park determine that the City's funds are in jeopardy. The safekeeping institution, or Trustee, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral. The safekeeping agreement shall include the signatures of authorized representatives of the City of Shavano Park, the firm pledging the collateral, and the Trustee.

## **Collateral Defined**

The City of Shavano Park shall accept only the following securities as collateral:

- A. FDIC and NCUSIF insurance coverage
- B. A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
- C. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- D. A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "AA" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.
- E. A letter of credit issued by a federal home loan bank.

## **Subject to Audit**

All collateral shall be subject to inspection and audit by the Investment Officer or the City's independent auditors.

## **Delivery vs. Payment**

Treasury Bills, Notes, Bonds, Repurchase Agreements and Government Agencies' securities shall be purchased using the delivery vs. payment method. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the Trustee. The security shall be held in the name of the City or held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

## **Competitive Bidding**

All investment transactions, including certificates of deposit, will be made on a competitive basis to assure that the City is receiving fair market prices. Bids for certificates of deposits may be solicited orally, in writing, electronically or in any combination of those methods.

## INVESTMENT POLICY ADOPTION

The City of Shavano Park Investment Policy shall be adopted by resolution of the City Council. The policy shall be reviewed for effectiveness on an annual basis by the Investment Committee and any modifications will be recommended for approval to the City Council. The City Council shall review these investment policies and strategies not less than annually.