AGENDA
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS
5803 THUNDERBIRD
LAGO VISTA, TX
SEPTEMBER 19, 2024 AT 5:30 PM

JOIN MEETING VIA VIDEO CONFERENCE

Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/628430941

You can also dial in using your phone.
United States: +1(872) 240-3212

Access Code: 628-430-941

CALL TO ORDER, CALL OF ROLL

Kevin Sullivan, Mayor
Chelaine Marion, Mayor Pro-Tem
Shane Saum, Council Member
Stephanie Smith, Council Member
Rob Durbin, Council Member
Paul Roberts, Council Member
Paul Prince, Council Member

EXECUTIVE SESSION

Convene into a closed Executive Session pursuant to;

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)
B. Consultation with Legal Counsel regarding the award of the Golf Course Irrigation project. (Texas Government Code Section 551.071)
C. Receive an update from Legal Counsel regarding open litigation cases. (Texas Government Code Section 551.071)
D. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)
E. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)
F. Consultation with Legal Counsel and deliberation regarding legal issues related to the Firefly Cove development. (Texas Government Code Section 551.071)

ACTION ON EXECUTIVE SESSION ITEMS (action and/or vote may be taken on the following agenda items):
Reconvene from Executive Session into open session to act as deemed appropriate in City Council's discretion regarding:

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)
B. Consultation with Legal Counsel regarding the award of the Golf Course Irrigation project. (Texas Government Code Section 551.071)
C. Receive an update from Legal Counsel regarding open litigation cases. (Texas Government Code Section 551.071)
D. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)
E. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)
F. Consultation with Legal Counsel and deliberation regarding legal issues related to the Firefly Cove development. (Texas Government Code Section 551.071)

PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG

CITIZEN COMMENTS
In accordance with the Open Meetings Act, Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

To participate in the citizen comments portion of the meeting, you must submit a completed form. If you are attending the meeting in the City Council Chambers you must complete the form available at that location and provide it to the Mayor prior to the start of the meeting. If you will be participating using the online videoconferencing tool, you must complete the form and submit it by email in accordance with the instructions included within the form. It is found on the City's website at the link below. The Council will reconvene from executive session at or around 6:30 p.m.

Citizen Participation Registration Form

ITEMS OF COMMUNITY INTEREST
Pursuant to Texas Government Code Section 551.0415, the City Council may report on any of the following items:

a. Expression of thanks, gratitude, and condolences.
b. Information regarding holiday schedules.
c. Recognition of individuals, i.e. Proclamations.
d. Reminders regarding City Council events.
e. Reminders regarding community events.
f. Health and safety announcements.

STAFF AND COUNCIL LIAISON REPORTS

1. Routine Reports from City staff.

1a. Report of April 2024, May 2024, and June 2024 Unaudited Monthly Financials and Grant Tracking Sheet.

1b. Update on Fiscal Year 2023-2024 Work Plan

2. Routine Reports from City Council Board/Commission/Committee Liaisons.
   - Economic Development Advisory Committee, Councilor Saum
   - Golf Course Advisory Committee, Councilor Saum
   - Governmental Affairs, Councilor Saum
   - Water Issues; Lower Colorado River Authority Board, Texas Water Development Board, and other entities as appropriate; Councilor Saum
   - Turnback Canyon Trail Conservancy, Councilor Smith
   - Airport Advisory Board, Councilor Durbin
   - Planning & Zoning Commission, Councilor Durbin
   - Board of Adjustment, Mayor Pro Tem Marion
   - Lago Vista Independent School District, Mayor Pro Tem Marion
   - Lago Vista Starry Skies, Mayor Pro Tem Marion
   - Building and Standards Commission, Councilor Roberts
   - Library Advisory Board, Councilor Prince
   - Parks & Recreation Advisory Committee, Councilor Prince
   - Lago Vista Property Owner's Association, Councilor Prince
   - Youth Advisory Committee, Mayor Sullivan
   - Keep Lago Vista Beautiful, Mayor Sullivan
   - Capital Area Council of Governments, Mayor Sullivan
   - CapMetro, Mayor Sullivan
   - Texas Department of Transportation, Mayor Sullivan

BUDGET ITEMS

3. Discussion, consideration, and possible action regarding Ordinance No. 24-09-19-01; an Ordinance of the City of Lago Vista, Texas adopting a Budget for Fiscal Year beginning October 1, 2024, and ending September 30, 2025; appropriating the various amounts thereof and repealing all Ordinances or parts of Ordinances in conflict therewith; and providing for an effective date.

4. Hold a Public Hearing on the Proposed Tax Rate.

   - City Manager Comments
   - Open Public Hearing
   - Close Public Hearing

5. Discussion, consideration, and possible action regarding Ordinance No. 24-09-19-02; an Ordinance of the City of Lago Vista, Texas levying Ad Valorem Taxes for use and support of the Municipal Government of the City of Lago Vista for the fiscal year beginning October 1, 2024, and terminating September 30, 2025; providing for apportioning each levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid.

CONSENT AGENDA

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

6. Consider approval of the August 29, 2024, special meeting minutes.

7. Consider approval of the September 5, 2024, regular meeting minutes.

8. Consider approval of Resolution No. 24-2073; a resolution of the City Council of the City of Lago Vista, Texas adopting the Purchasing & Procurement Policy for Fiscal Year 2025.

9. Consider approval of Resolution No. 24-2074; a resolution of the City Council of the City of Lago Vista, Texas adopting an Investment Policy in compliance with the Public Funds Investment Act.

10. Consider approval of Resolution No. 24-2075; a resolution of the City Council of the City of Lago Vista, Texas adopting the Fiscal & Budgetary Policy for Fiscal Year 2025.

11. Consider approval of Ordinance No. 24-09-19-03 an ordinance of the City of Lago Vista, amending Code of Ordinances article 1.300 "City Council" adding Section 1.310 "Procedures for Personnel Interaction" and Providing for the Following: Findings of Fact, Severability, Repealer, Effective Date, and Proper Notice and Meetings Clauses.

PUBLIC HEARING AND POSSIBLE ACTION

12. Hold a public hearing for discussion, consideration and possible action on Ordinance No. 24-09-19-05, an ordinance regarding a zoning change request to amend the existing “Nature’s Point Planned Development District” (PDD) established by Ordinance No. 21-03-04-01, to modify various development standards applicable to improvements on the property (Nature’s Point Subdivision, Block A, Lot 1).

ACTION ITEMS

13. Discussion, consideration, and possible action regarding waiving a residential permit fee for 20800 Henry Avenue.

14. Discussion, consideration, and possible action on Resolution 24-2076, a resolution of the City Council of the City of Lago Vista, Texas appointing an individual to serve as the Interim City Secretary of the City of Lago Vista.

15. Discussion, consideration, and possible action approving an interlocal agreement between Texas Municipal League Intergovernmental Risk Pool and the City of Lago Vista for an opt-in for Cyber Liability and Data Breach Response Coverage (Cyber Coverage).

16. Discussion, consideration, and possible action appointing a second member of the City of Lago Vista to serve on the CAPCOG's General Assembly.

17. Discussion, consideration and possible action regarding Ordinance No. 24-09-19-04; An Ordinance of the City Council of the City of Lago Vista, Texas pursuant to Vernon's Texas Codes Annotated, Local Government Code, Chapter 102, Section 102.007(b) providing for amendments to Ordinance No. 23-09-07-01, the Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; amendments to said budget by department are set forth in "Exhibit A" attached to this ordinance.

18. Discussion, consideration and possible action regarding the FY2024-2025 City Council Work Plan.

ADJOURNMENT

IT IS HEREBY CERTIFIED that the above Notice was posted on the Bulletin Board located at all times in City Hall in said City at 6:35 P.M. on the 12th day of September 2024.

_____

Eric De La Cruz, Assistant City Secretary

THIS MEETING SHALL BE CONDUCTED PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.001 ET SEQ. AT ANY TIME DURING THE MEETING THE COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ANY OF THE ABOVE POSTED AGENDA ITEMS IN ACCORDANCE WITH THE SECTIONS 551.071, 551.072, 551.073, 551.074, 551.075 OR 551.076.

THE CITY OF LAGO VISTA IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST.

AT THIS MEETING AT THE STATED LOCATION, A QUORUM OF THE CITY COUNCIL WILL BE PHYSICALLY PRESENT, AND THIS NOTICE SPECIFIES THE INTENT TO HAVE A QUORUM PRESENT THERE, AND THE MEMBER OF THE CITY COUNCIL PRESIDING OVER THE MEETING WILL BE PHYSICALLY PRESENT AT THAT LOCATION. ONE OR MORE MEMBERS OF THE CITY COUNCIL MAY PARTICIPATE IN THIS MEETING REMOTELY, AND IF SO, VIDEOCONFERENCE EQUIPMENT PROVIDING TWO-WAY AUDIO AND VIDEO DISPLAY AND COMMUNICATION WITH EACH MEMBER WHO IS PARTICIPATING BY VIDEOCONFERENCE CALL WILL BE MADE AVAILABLE.

AGENDA ITEM NO. 1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	September 19, 2024
SUBMITTED BY:	Lucy Aldrich, City Secretary
SUBJECT:	Routine Reports from City staff.
FINANCIAL IMPACT:	N/A

AGENDA ITEM NO. 1a

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Report of April 2024, May 2024, and June 2024 Unaudited Monthly Financials and Grant Tracking Sheet.

BACKGROUND: The monthly financials are provided to the city council via an email. These same financials are posted to the city website on the Financial Department webpage. The Chief Financial Officer will provide quarterly executive summary reports of the city's financial outlook and accomplishments for the previous quarter end reporting period. Update on city's financial outlook and accomplishments for the third quarter of FY2024. Tracking of current grants that the city has obtained and grant applications that the city has inquired about.

FINDINGS: Below is a monthly break down of the significant increases and decreases in revenue and expenses for the third quarter of FY 2023-24. Overall, each month in the third quarter was profitable with the exception of the Golf Course, which loss approximately $500K each month.

April

Revenue for the General Fund without transfers year over year total increased by $2,002,525.73, The main contributing factors are an increase totaling $1,993,764.01 = $1,176,536.57 in Ad Valorem Tax Revenue, $123,079.15 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro. Expenses for the General Fund without transfers year over year total increased by $2,992,327.20. The main contributing factors are increased expenses for the Public Works/Street Department totaling $554,432.42 = [Personnel $104,257.74, Operations & Maintenance $1,488.27, Supplies $29,700.88, Services $122,154.05, Fixed Asset $218,213.03, and Total Encumbered $78,618.45] and an increase in expenses for the Police Department totaling $2,162,345.95 = [Personnel $264,554.51, Operations & Maintenance ($19,480.73), Supplies ($21,036.043), Services $8,789.87, Fixed Assets $271,723.25, and Total Encumbered $1,657,795.09 (police radios and dispatch system paid by

ARPA funds)]. Revenue for the Utility Fund without transfers monthly total increased year over year by $198,967.84 in General Operations. The Utility Fund monthly expenses increased year over year by $276,402.22. The main contributing factor is an increase in Public Works Administration of $225,950.83 = [Personnel Services $13,014.21, Operations & Maintenance $162.34, Supplies $118.51, and Services $ 212,655.77]. The Utility Fund yearly expenses increased year over year by $2,527,796.84. The main contributing factors are an increase of $2,580,467.59 = [Public Works Administration $419,814.18, Water Services $408,108.76, Water Plant #1 ($45,193.87), Water Plant #3 $145,614.17, Sewer Services $57,230.80, WWTP $81,574.83, Lift Stations $54,315.70, and Total Encumbered $1,459,003.02].

May

Revenue for the General Fund without transfers year over year total increased by $2,039,352.05. The main contributing factors are an increase totaling $2,060,021.91 = $1,237,839.37 in Ad Valorem Tax Revenue, $128,034.25 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro. Expenses for the General Fund without transfer monthly total decreased by $258,918.30. The main contributing factor to the lessening of expenses for the month over month total is the Police Department had fixed assets of ($524,069.25). The expenses year over year total increased by $2,380,455.76. The main contributing factors are increased expenses for the Public Works/Street Department totaling $623,792.71 = [Personnel $115,493.57, Operations & Maintenance ($1,934.89), Supplies $64,987.49, Services $148,415.06, Fixed Asset $218,213.03, and Total Encumbered $78,618.45] and an increase in expenses for the Police Department totaling $1,690,718.49 = [Personnel $301,254.30, Operations & Maintenance ($22,036.40), Supplies ($1,218.10), Services $8,930.94, Fixed Assets ($252,346.00), and Total Encumbered $1,656,133.75 (police radios and dispatch system paid by ARPA funds)]. The Utility Fund had an increase in revenue year over year in the amount of $219,395.01. The main contributing factors are an increase of $219,395.01 in General Operations and $82,212.49 in Water Services. Utility Fund Expenses has increased year over year in the amount of $2,651,775.38. The main contributing factors are an increase of $2,516,490.50 = [Public Works Administration $693,668.67, Water Services $484,652.23, Water Plant #1 ($112,025.85), Water Plant #3 $695,415.31, Sewer Services $88,473.06, WWTP $160,772.19, Effluent Disposal $457,158.99, Lift Stations $209,148.09].

June
Revenue for the General Fund increased year over year by $2,063,359.85. The main contributing factors are an increase totaling $2,111,210.25 = $1,289,027.71 in Ad Valorem Tax Revenue, $128,034.25 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro. Expenses for the General Fund have increased year over year by $634,510.43. The main contributing factors are increased expenses for the Public Works/Street Department totaling $672,760.62 = [Personnel $100,994.43, Operations & Maintenance ($4,487.28), Supplies $70,179.63, Services $148,350.58, Fixed Asset $218,213.03, and Total Encumbered $139,510.23]. The Utility Fund revenue year over year have increased by $288,522.68. The main contributing factors are an increase totaling $283,545.72 = $237,568.28 in General Operations and $45,977.44 in Water Services. The Utility Fund expenses have increased year over year by $2,962,092.13. The main contributing factors are an increase of $2,764,127.64 = [Public Works Administration $637,668.44, Water Services $360,842.37, Water Plant #1 ($110,303.06), Water Plant #3 $686,702.88, Sewer Services $106,179.69, WWTP $120,541.26, and Effluent Disposal $962,496.06].

FINANCIAL IMPACT: N/A

ATTACHMENTS:
043024 Unaudited Monthly Financial Report.pdf
053124 Unaudited Monthly Financial Report.pdf
063024 Unaudited Monthly Financial Report.pdf
FY 2024 - 3rd qtr CFO Exec Summ.pdf
Grant Tracking Sheet 07.17.24.pdf

Security Bank:

General Account	$	815,869.82
Utility Account	$	1,087,363.76
Payroll Account	$	4,489.15
Accounts Payable Account	$	34,115.09

Logic Investments:

Debt Service	$	961,430.12
Debt Service Interest	$	99,917.12
Utility Reserve Account	$	15,933,311.45
Utility Reserve Account Interest	$	1,236,380.08
Impact Fees	$	3,814,369.28
Park Fund	$	624,900.00
Bed Tax	$	904,312.35
Customer Deposits	$	326,780.00
Impact Fees Interest	$	438,395.05
Park Fund Interest	$	83,873.17
Bed Tax Interest	$	92,644.63
Customer Deposits Interest	$	49,623.67
Austin Boulevard Paving	$	26,049.92
Austin Boulevard Paving Interest	$	4,501.92
WasteWater Impact Fees	$	4,455,663.79
WasteWater Impact Fees Interest	$	464,931.99
2017 CO Receiving Acct	$	-
2017 CO Receiving Acct Interest	$	-
2018 LCRA Reuse Water Grant Project	$	6,446.87
2018 LCRA Reuse Water Grant Project Interest	$	2,085.49
Town Center Development	$	959,575.00
Town Center Development Interest	$	101,494.22
General Fund Reserve Account	$	7,402,175.59
General Fund Reserve Account Interest	$	297,131.53
Real Estate	$	1,005,892.43
Real Estate Interest	$	80,058.82
LV Sunset Park	$	252,202.63
LV Sunset Park Interest	$	29,176.72
ARPA Grant	$	1,350,051.48
ARPA Grant Interest	$	150,829.70
WTP Expansion	$	727,246.88
WTP Expansion Interest	$	70,804.62
Waterline: Bar-K to Bronco	$	177,533.99
Waterline: Bar-K to Bronco Interest	$	62,783.19
Street/Roadway Impact Fees	$	827,056.62
Street/Roadway Impact Fees Interest	$	24,136.05
2024 CO Receiving Account	$	25,665,783.80
2024 CO Receiving Account Interest	$	270,280.29
TOTAL	$	70,921,668.28

		Budgeted		Actual Collected	Percent Collected
2023-24 Taxes	$	9,636,659	$	9,499,262	98.57%
Delinquent Taxes	$	-	$	16,859	0.17%
Total	$	9,636,659	$	9,516,121	98.75%

Revenues for Fiscal Year without Transfers:

General Fund	$	11,451,227.29
Utility Fund	$	5,992,799.65
Golf Course Fund	$	337,926.19
Aviation Fund	$	199,410.60
Hotel Fund	$	158,049.92
	$	18,139,413.65

Expenditures for Fiscal Year without transfers:

General Fund	9,856,644.91
Utility Fund	5,813,043.25
Golf Course Fund	784,194.52
Aviation Fund	160,015.92
Hotel Fund	116,970.70
	16,730,869.30

General Fund Revenue and Expenses this yr vs last yr

PREVIOUS YEAR
CURRENT YEAR

General Fund WITHOUT Transfer		General Fund WITH Transfer		Amount of Transfer	Variances	Description	Explanation for Significant Variances Year over Year > or = to $250,000
APR 23 INCOME	$594,803	APR 23 INCOME	$766,439	(171,636.92)			
APR 24 INCOME	$678,586	APR 24 INCOME	$850,223	(171,636.92)	$83,783.67	Income (Monthly)	
YTD APR 23 INCOME	$9,448,702	YTD APR 23 INCOME	$10,650,160	(1,201,458.44)			
YTD APR 24 INCOME	$11,451,227	YTD APR 24 INCOME	$12,652,686	(1,201,458.44)	$2,002,525.73	Income (Year to Date)	Main contributing factor are an increase totaling **$1,993,764.01** = $1,176,536.57 in Ad Valorem Tax Revenue, $123,079.15 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro.
APR 23 EXPENSES	$1,057,744	APR 23 EXPENSES	$1,057,744	0.00			
APR 24 EXPENSES	$962,229	APR 24 EXPENSES	$962,229	0.00	($95,515.22)	Expenses (Monthly)	
YTD APR 23 EXPENSES	$6,864,318	YTD APR 23 EXPENSES	$6,864,318	0.00			
YTD APR 24 EXPENSES	$9,856,645	YTD APR 24 EXPENSES	$9,856,645	0.00	$2,992,327.20	Expenses (Year to Date)	Main contributing factors are increased expenses for the Public Works/Street Department totaling **$554,432.42** = [Personnel $104,257.74, Operations & Maintenance $1,488.27, Supplies $29,700.88, Services $122,154.05, Fixed Asset $218,213.03, and Total Encumbered $78,618.45] and an increase in expenses for the Police Department totaling **$2,162,345.95** = [Personnel $264,554.51, Operations & Maintenance ($19,480.73), Supplies ($21,036.043), Services $8,789.87, Fixed Assets $271,723.25, and Total Encumbered $1,657,795.09]

Utility Fund WITHOUT Transfer		Utility Fund WITH Transfer					
APR 23 INCOME	$836,946	APR 23 INCOME	$836,946	0.00			
APR 24 INCOME	$886,458	APR 24 INCOME	$886,458	0.00	$49,511.71	Income (Monthly)	
YTD APR 23 INCOME	$5,719,397	YTD APR 23 INCOME	$5,719,397	0.00			
YTD APR 24 INCOME	$5,992,800	YTD APR 24 INCOME	$5,992,800	0.00	$273,402.22	Income (Year to Date)	Main contributing factor is an increase of $198,967.84 in General Operations.
APR 23 EXPENSES	$354,708	APR 23 EXPENSES	$526,345	(171,636.92)			
APR 24 EXPENSES	$631,391	APR 24 EXPENSES	$803,028	(171,636.92)	$276,683.08	Expenses (Monthly)	Main contributing factor is an increase in Public Works Administration of **$225,950.83** = [Personnel Services $13,014.21, Operations & Maintenance $162.34, Supplies $118.51, and Services $ 212,655.77].
YTD APR 23 EXPENSES	$3,285,246	YTD APR 23 EXPENSES	4,486,704.85	(1,201,458.44)			
YTD APR 24 EXPENSES	$5,813,043	YTD APR 24 EXPENSES	7,014,501.69	(1,201,458.44)	$2,527,796.84	Expenses (Year to Date)	Main contributing fators are an increase of **$2,580,467.59** = [Public Works Administration $419,814.18, Water Services $408,108.76, Water Plant #1 ($45,193.87), Water Plant #3 $145,614.17, Sewer Services $57,230.80, WWTP $81,574.83, Lift Stations $54,315.70, and Total Encumbered $1,459,003.02]

Golf Course Fund WITHOUT Transfer		Golf Course Fund WITH Transfer				
APR 23 INCOME	$65,306	APR 23 INCOME	$65,306	0.00		
APR 24 INCOME	$68,191	APR 24 INCOME	$68,191	0.00	$2,885.19	Income (Monthly)
YTD APR 23 INCOME	$311,788	YTD APR 23 INCOME	$311,788	0.00		
YTD APR 24 INCOME	$337,926	YTD APR 24 INCOME	$337,926	0.00	$26,138.40	Income (Year to Date)
APR 23 EXPENSES	$137,733	APR 23 EXPENSES	$137,733	0.00		
APR 24 EXPENSES	$98,195	APR 24 EXPENSES	$98,195	0.00	($39,537.74)	Expenses (Monthly)
YTD APR 23 EXPENSES	$830,188	YTD APR 23 EXPENSES	$830,188	0.00		
YTD APR 24 EXPENSES	$784,195	YTD APR 24 EXPENSES	$784,195	0.00	($45,993.66)	Expenses (Year to Date)

Aviation Fund			
APR 23 INCOME	$22,838		
APR 24 INCOME	$39,593	$16,755.57	Income (Monthly)
YTD APR 23 INCOME	$168,601		
YTD APR 24 INCOME	$199,411	$30,809.37	Income (Year to Date)
APR 23 EXPENSES	$2,744		
APR 24 EXPENSES	$4,059	$1,315.17	Expenses (Monthly)
YTD APR 23 EXPENSES	$137,825		
YTD APR 24 EXPENSES	$160,016	$22,191.25	Expenses (Year to Date)

Hotel Fund	
YTD APR 24 INCOME	$158,050
YTD APR 24 EXPENSES	$116,971

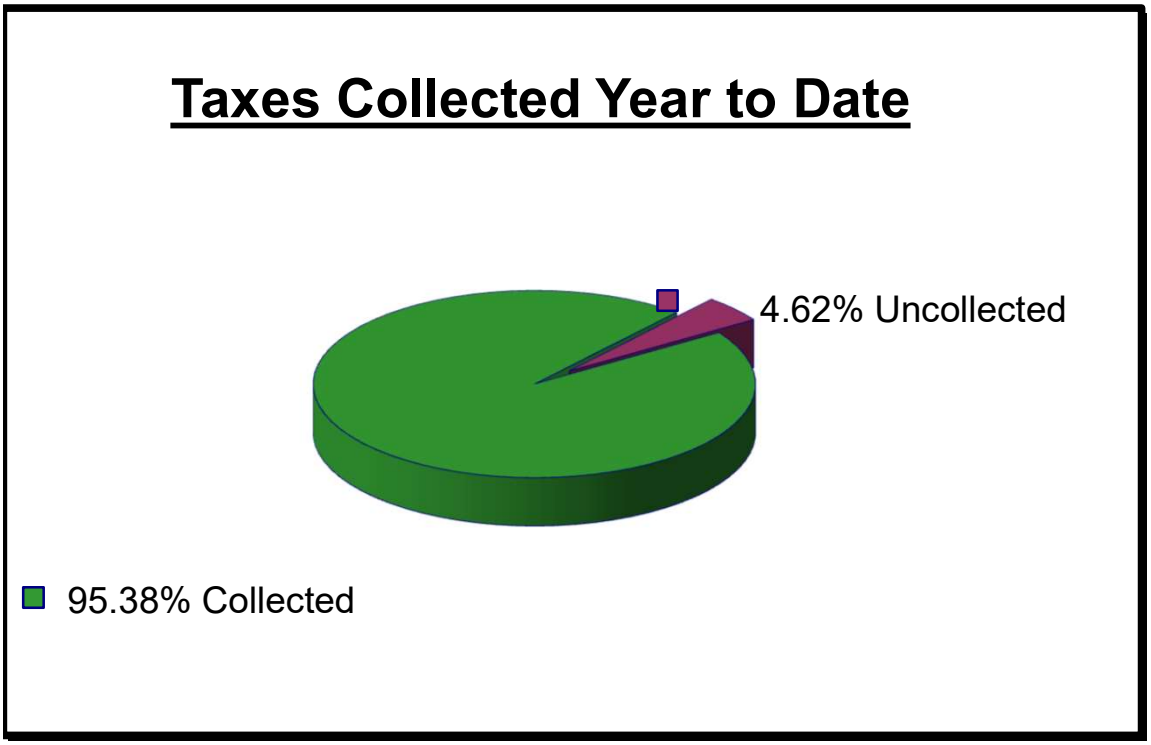
CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

AS OF APR 30, 2024 - FISCAL YEAR END SEPTEMBER 30, 2024 - Ad Valorem Taxes

Ad Valorem Taxes

A 0.4139 tax rate and anticipated collection rate of 100% equates to anticipated collection: $9,999,062.51

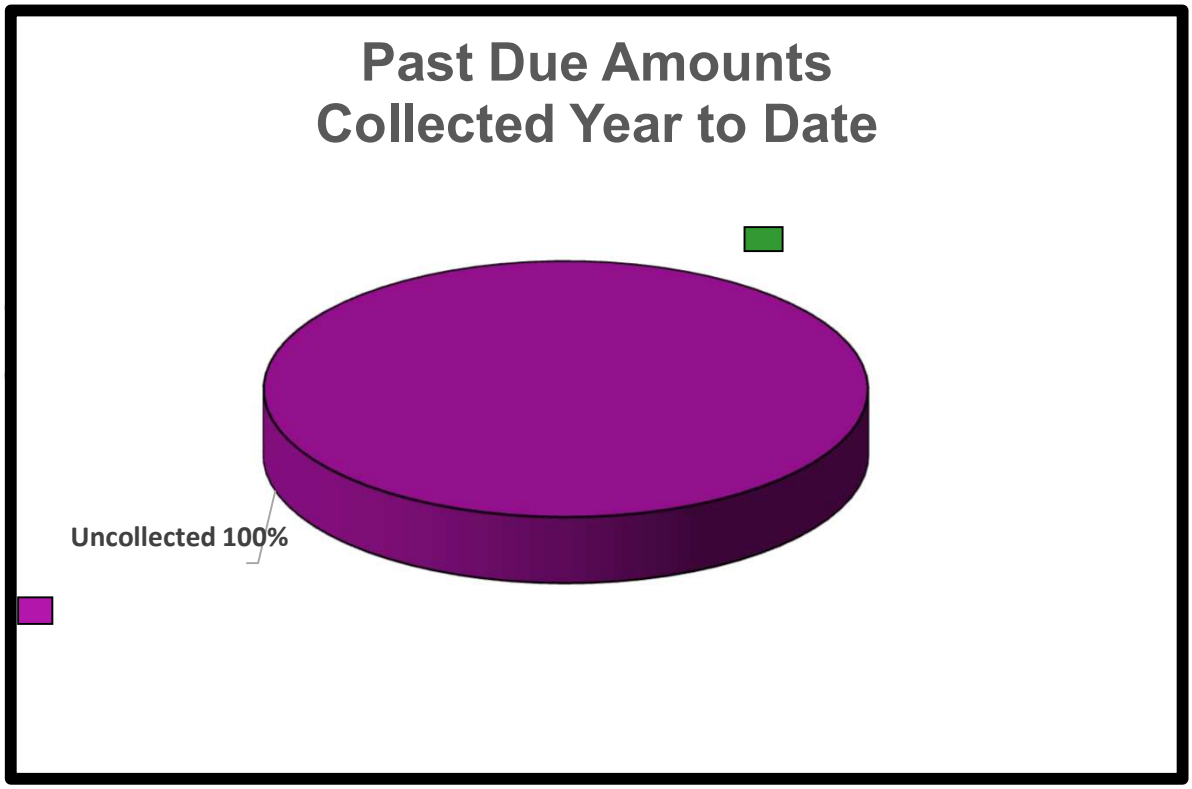
Current Taxes for Year 2023 - Billed by Travis County Tax Office:	$	9,999,062.51
Tax Adjustments for Year 2023 from Travis County Tax Office:	$	72,236.85
Current Taxes for Year 2023 after adjustments:	$	9,926,825.66
Base Tax Amount Collected by Travis County Tax Office for 2023:	$	9,507,525.09
Base Tax Reversals for Year 2023 by Travis County Tax Office:	$	39,558.01
Net Base Tax Collected for Year 2023 by Travis County:	$	9,467,967.08
Percentage Collected:		95.38%
Amount Still Due for 2023 Taxes:	$	458,858.58
Penalty and Interest Collected for 2023	$	30,489.47
Penalty and Interest Reversals for 2023	$	(805.56)
Net Penalty and Interest Collected for 2023 by Travis County:	$	31,295.03
Total Amount paid to City of Lago Vista for 2023 Taxes:	$	9,499,262.11



CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

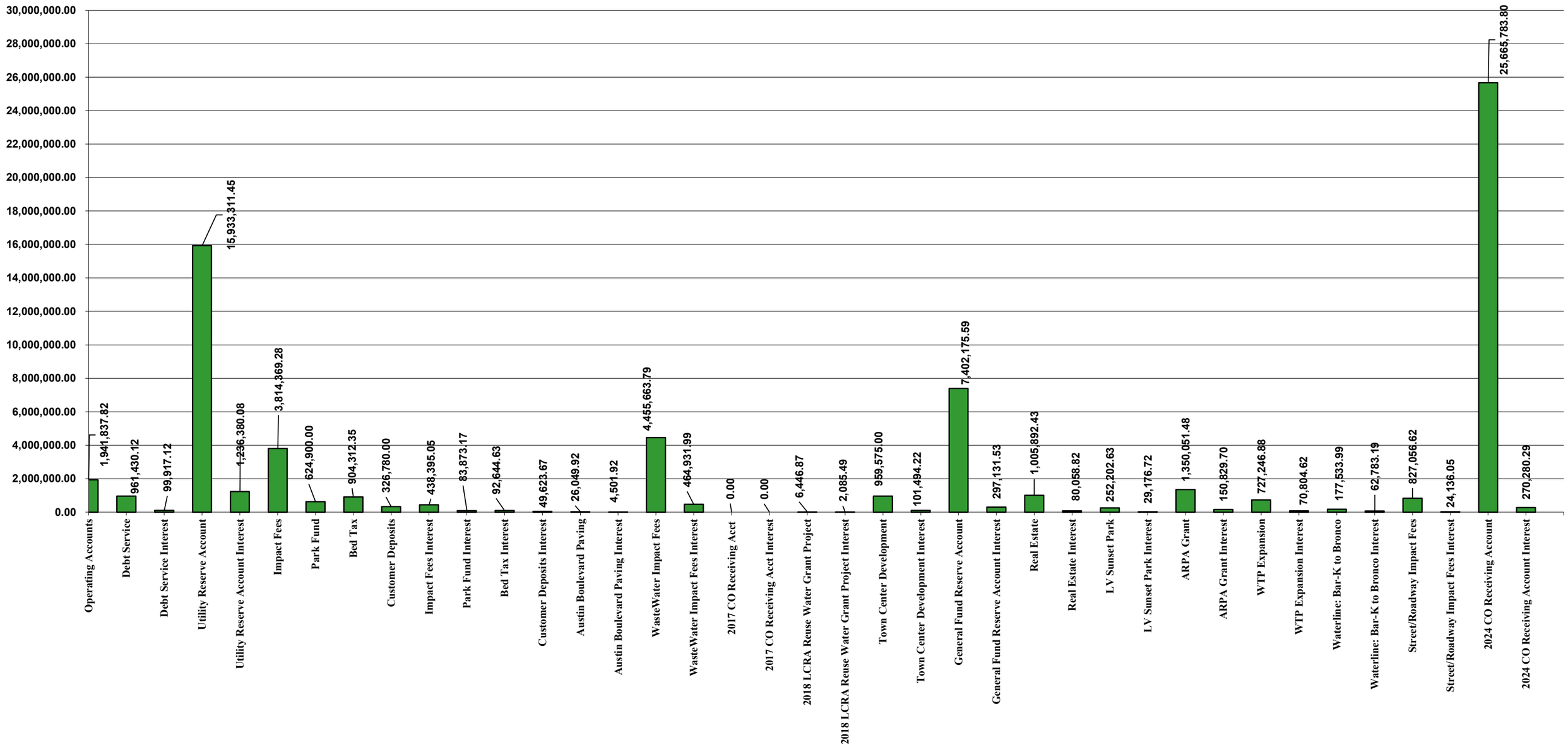
As of APRIL 30, 2024 - Ad Valorem Taxes Past Due from Previous Years

Past Due Taxes from 1973 - 2022	$	378,949.53
Tax Adjustments from Travis County Tax Office:	$	92,916.06
Past Due Taxes after adjustments:	$	286,033.47
Base Tax Amount Collected by Travis County Tax Office:	$	87,175.10
Base Tax Reversals for Past Due by Travis County Tax Office:	$	92,700.29
Net Base Tax Collected for Past Due by Travis County:	$	(5,525.19)
Percentage Collected:		-1.93%
Amount Still Due for Past Due Taxes:	$	291,558.66
Penalty and Interest Collected for Past Due Amounts:	$	22,463.23
Penalty and Interest Reversals for Past Due Amounts:	$	79.23
Net Penalty and Interest Collected by Travis County:	$	22,384.00
Total Amount paid to City of Lago Vista for Past Due Taxes:	$	16,858.81



Cash Position as of APRIL 30, 2024

$70,921,668.28

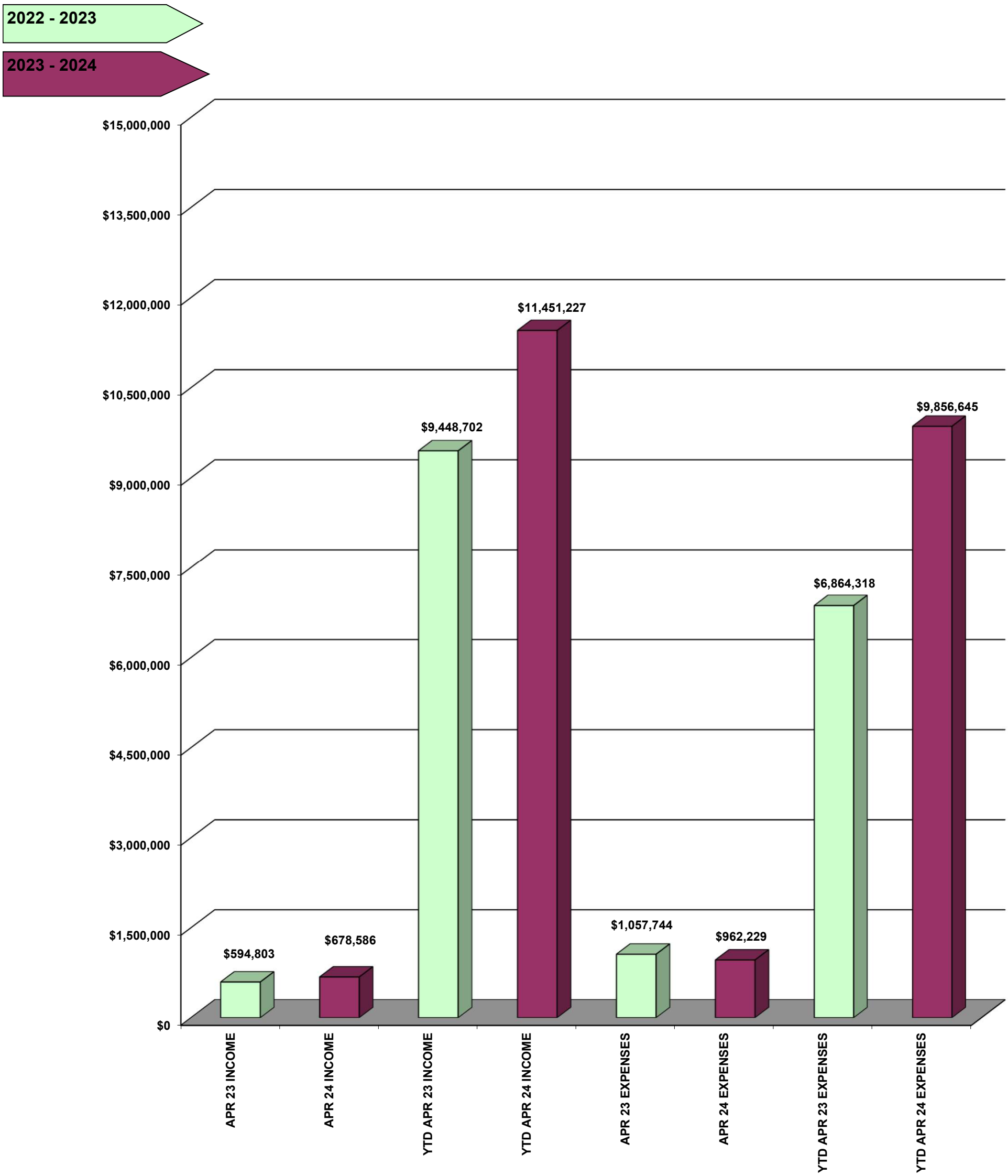


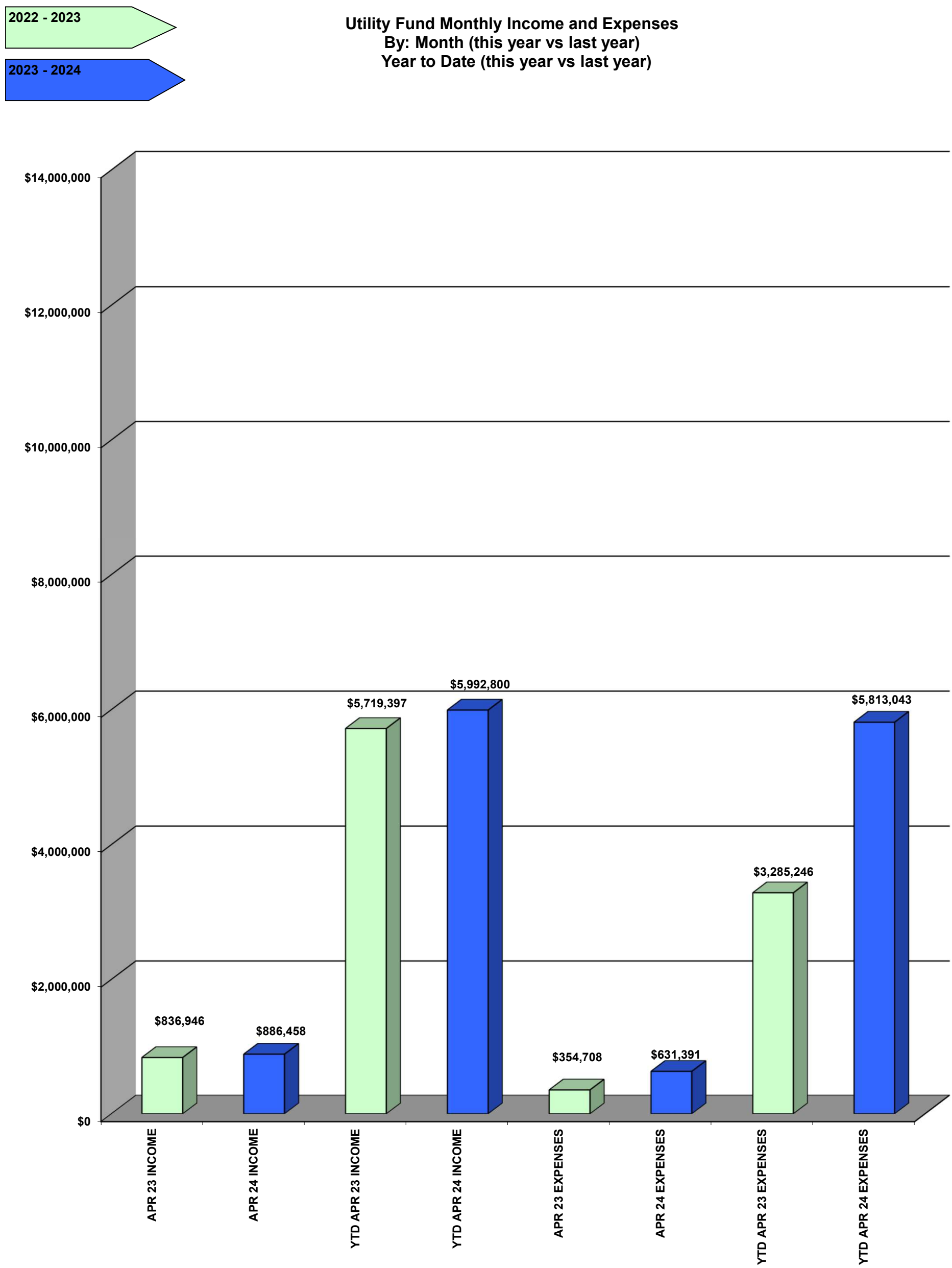
Logic Government Investment Co-Op-FD
Average Monthly Interest Rate = 5.4544%
Average Weighted Average Maturity = 42 Days
Net Asset Value for 04/30/2024 = 0.999925
All Accounts Held in Government Pools

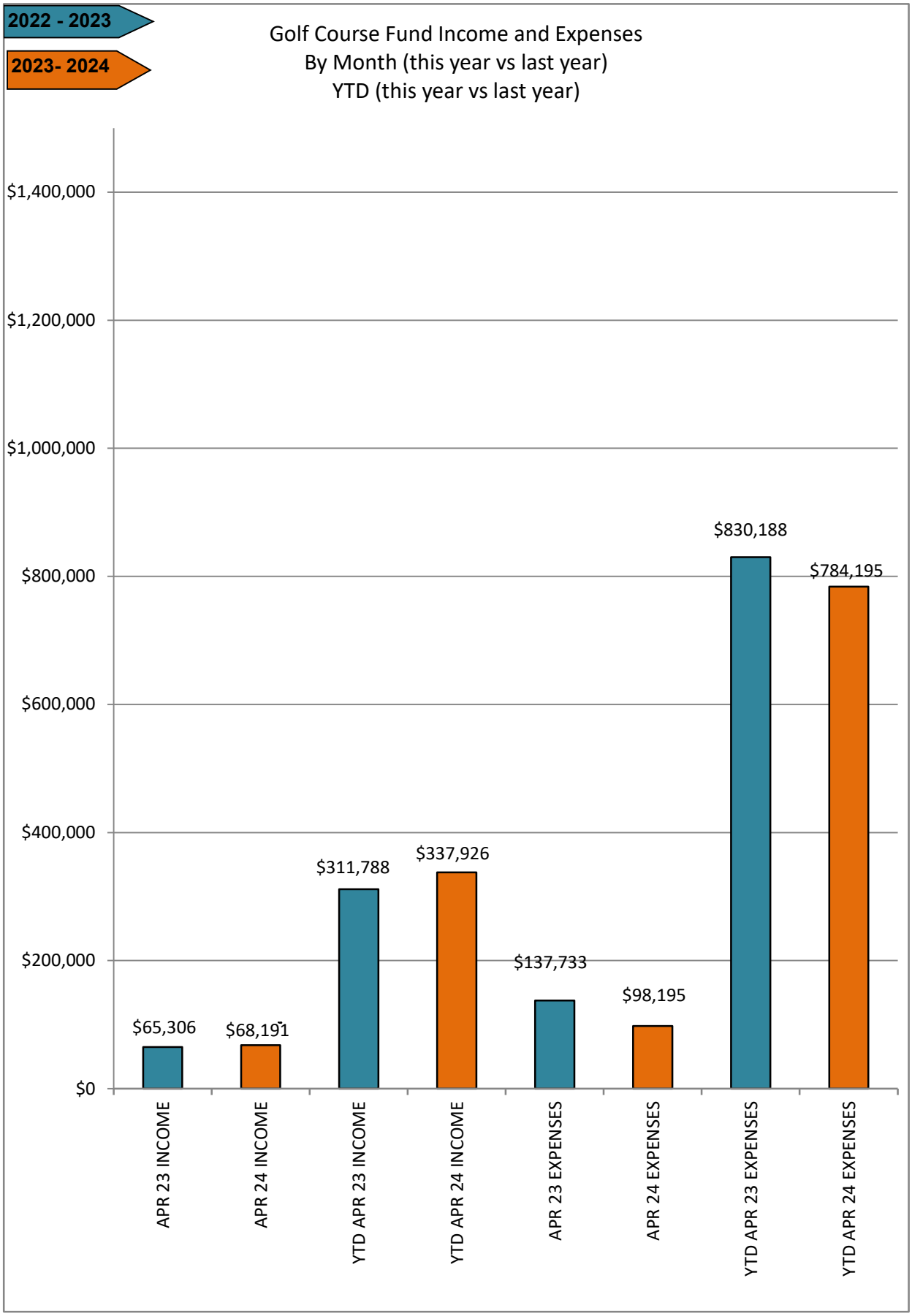
Apr-24

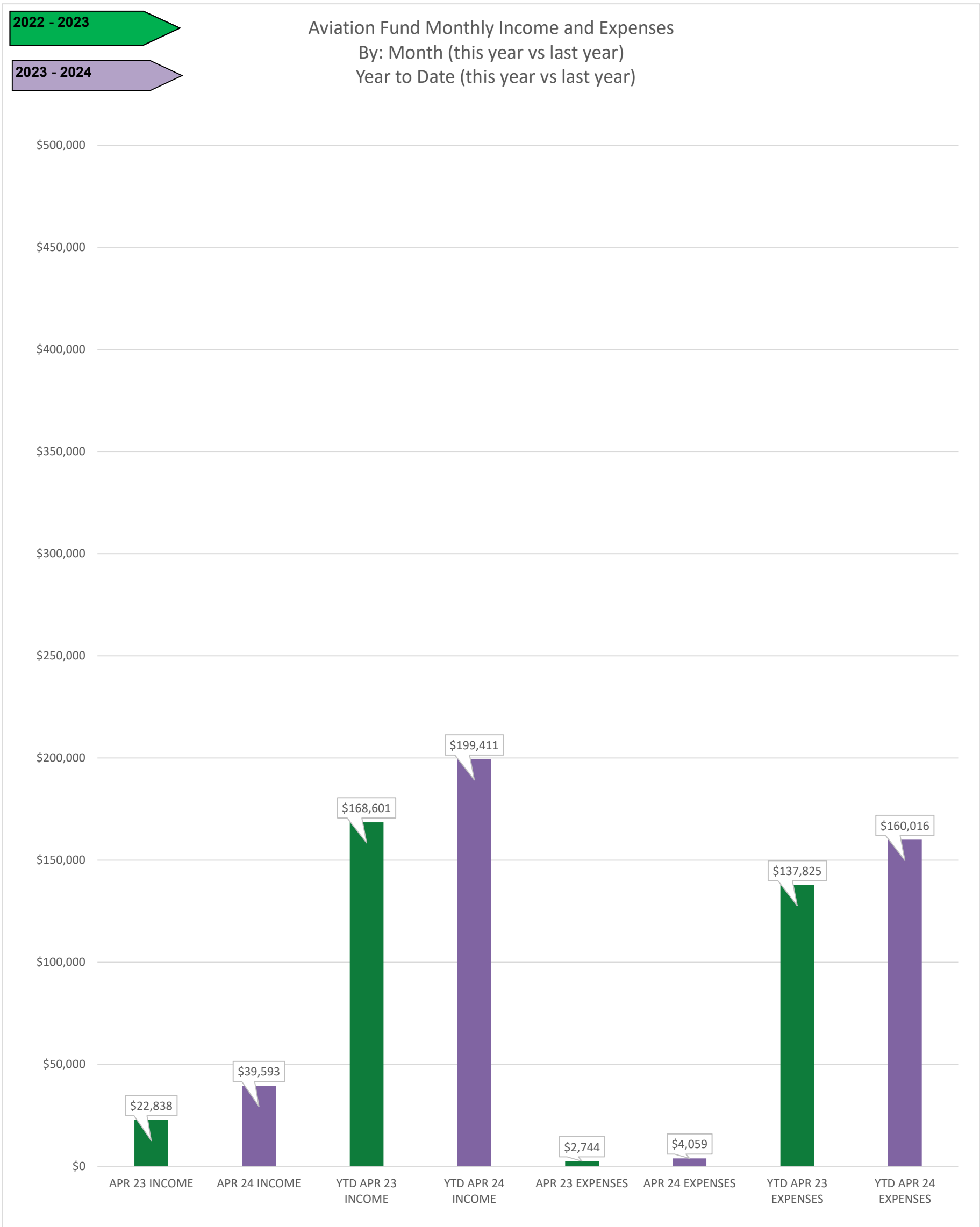
Account	Description	Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance
Logic #03	Debt Service	04/1/24-04/30/24	$ 920,630.80	$ 40,799.32	$ 4,243.06	$ 4,243.06	$ 961,430.12
Logic #04	Debt Service Interest	04/1/24-04/30/24	$ 95,247.07	$ 4,243.06	$ 426.99	$ -	$ 99,917.12
Logic #05	Utility Reserve Account	04/1/24-04/30/24	$ 15,433,311.45	$ 500,000.00	$ 70,607.97	$ 70,607.97	$ 15,933,311.45
Logic #06	Utility Reserve Account Interest	04/1/24-04/30/24	$ 1,160,569.16	$ 70,607.97	$ 5,202.95	$ -	$ 1,236,380.08
Logic #61	Impact Fees	04/1/24-04/30/24	$ 3,779,509.28	$ 34,860.00	$ 17,006.35	$ 17,006.35	$ 3,814,369.28
Logic #62	Park Fund	04/1/24-04/30/24	$ 624,900.00	$ -	$ 2,801.47	$ 2,801.47	$ 624,900.00
Logic #63	Bed Tax	04/1/24-04/30/24	$ 929,812.35	$ -	$ 4,109.95	$ 29,609.95	$ 904,312.35
Logic #66	Customer Deposits	04/1/24-04/30/24	$ 323,110.00	$ 3,670.00	$ 1,455.11	$ 1,455.11	$ 326,780.00
Logic #71	Impact Fees Interest	04/1/24-04/30/24	$ 419,508.01	$ 17,006.35	$ 1,880.69	$ -	$ 438,395.05
Logic #72	Park Fund Interest	04/1/24-04/30/24	$ 80,709.88	$ 2,801.47	$ 361.82	$ -	$ 83,873.17
Logic #73	Bed Tax Interest	04/1/24-04/30/24	$ 88,139.54	$ 4,109.95	$ 395.14	$ -	$ 92,644.63
Logic #76	Customer Deposits Interest	04/1/24-04/30/24	$ 47,953.56	$ 1,455.11	$ 215.00	$ -	$ 49,623.67
Logic #96	Austin Boulevard Paving	04/1/24-04/30/24	$ 26,049.92	$ -	$ 116.74	$ 116.74	$ 26,049.92
Logic #97	Austin Boulevard Paving Interest	04/1/24-04/30/24	$ 4,365.64	$ 116.74	$ 19.54	$ -	$ 4,501.92
Logic #104	WasteWater Impact Fees	04/1/24-04/30/24	$ 4,427,248.79	$ 28,415.00	$ 19,898.66	$ 19,898.66	$ 4,455,663.79
Logic #105	WasteWater Impact Fees Interest	04/1/24-04/30/24	$ 443,047.12	$ 19,898.66	$ 1,986.21	$ -	$ 464,931.99
Logic #106	2017 CO Receiving Acct	04/1/24-04/30/24	$ -	$ -	$ -	$ -	$ -
Logic #107	2017 CO Receiving Acct Interest	04/1/24-04/30/24	$ -	$ -	$ -	$ -	$ -
Logic #136	2018 LCRA Reuse Water Grant Project	04/1/24-04/30/24	$ 6,446.87	$ -	$ 28.87	$ 28.87	$ 6,446.87
Logic #137	2018 LCRA Reuse Water Grant Project Interest	04/1/24-04/30/24	$ 2,047.36	$ 28.87	$ 9.26	$ -	$ 2,085.49
Logic #138	Town Center Development	04/1/24-04/30/24	$ 959,575.00	$ -	$ 4,301.87	$ 4,301.87	$ 959,575.00
Logic #139	Town Center Development Interest	04/1/24-04/30/24	$ 96,758.59	$ 4,301.87	$ 433.76	$ -	$ 101,494.22
Logic #144	General Fund Reserve Account	04/1/24-04/30/24	$ 7,152,175.59	$ 250,000.00	$ 32,773.38	$ 32,773.38	$ 7,402,175.59
Logic #145	General Fund Reserve Account Interest	04/1/24-04/30/24	$ 263,178.29	$ 32,773.38	$ 1,179.86	$ -	$ 297,131.53
Logic #146	Real Estate	04/1/24-04/30/24	$ 1,005,892.43	$ -	$ 4,509.50	$ 4,509.50	$ 1,005,892.43
Logic #147	Real Estate Interest	04/1/24-04/30/24	$ 75,212.13	$ 4,509.50	$ 337.19	$ -	$ 80,058.82
Logic #170	LV Sunset Park	04/1/24-04/30/24	$ 252,202.63	$ -	$ 1,130.66	$ 1,130.66	$ 252,202.63
Logic #171	LV Sunset Park Interest	04/1/24-04/30/24	$ 27,920.93	$ 1,130.66	$ 125.13	$ -	$ 29,176.72
Logic #172	ARPA Grant	04/1/24-04/30/24	$ 1,350,051.48	$ -	$ 6,052.39	$ 6,052.39	$ 1,350,051.48
Logic #173	ARPA Grant Interest	04/1/24-04/30/24	$ 144,131.16	$ 6,052.39	$ 646.15	$ -	$ 150,829.70
Logic #174	WTP Expansion	04/1/24-04/30/24	$ 727,246.88	$ -	$ 3,260.31	$ 3,260.31	$ 727,246.88
Logic #175	WTP Expansion Interest	04/1/24-04/30/24	$ 67,242.83	$ 3,260.31	$ 301.48	$ -	$ 70,804.62
Logic #176	Waterline: Bar-K to Bronco	04/1/24-04/30/24	$ 214,817.49	$ -	$ 896.22	$ 38,179.72	$ 177,533.99
Logic #177	Waterline: Bar-K to Bronco Interest	04/1/24-04/30/24	$ 61,610.74	$ 896.22	$ 276.23	$ -	$ 62,783.19
Logic #178	Street/Roadway Impact Fees	04/1/24-04/30/24	$ 746,384.49	$ 88,624.80	$ 3,583.40	$ 11,536.07	$ 827,056.62
Logic #179	Street/Roadway Impact Fees Interest	04/1/24-04/30/24	$ 20,460.90	$ 3,583.40	$ 91.75	$ -	$ 24,136.05
Logic #180	2024 CO Receiving Account	04/1/24-04/30/24	$ 25,700,033.80	$ -	$ 115,189.92	$ 149,439.92	$ 25,665,783.80
Logic #181	2024 CO Receiving Account Interest	04/1/24-04/30/24	$ 154,398.19	$ 115,189.92	$ 692.18	$ -	$ 270,280.29
			$ -	$ -	$ -	$ -	$ -
		04/1/24-04/30/24	$ 67,831,900.35	$ 1,238,334.95	$ 306,547.16	$ 396,952.00	$ 68,979,830.46
Totals		Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance

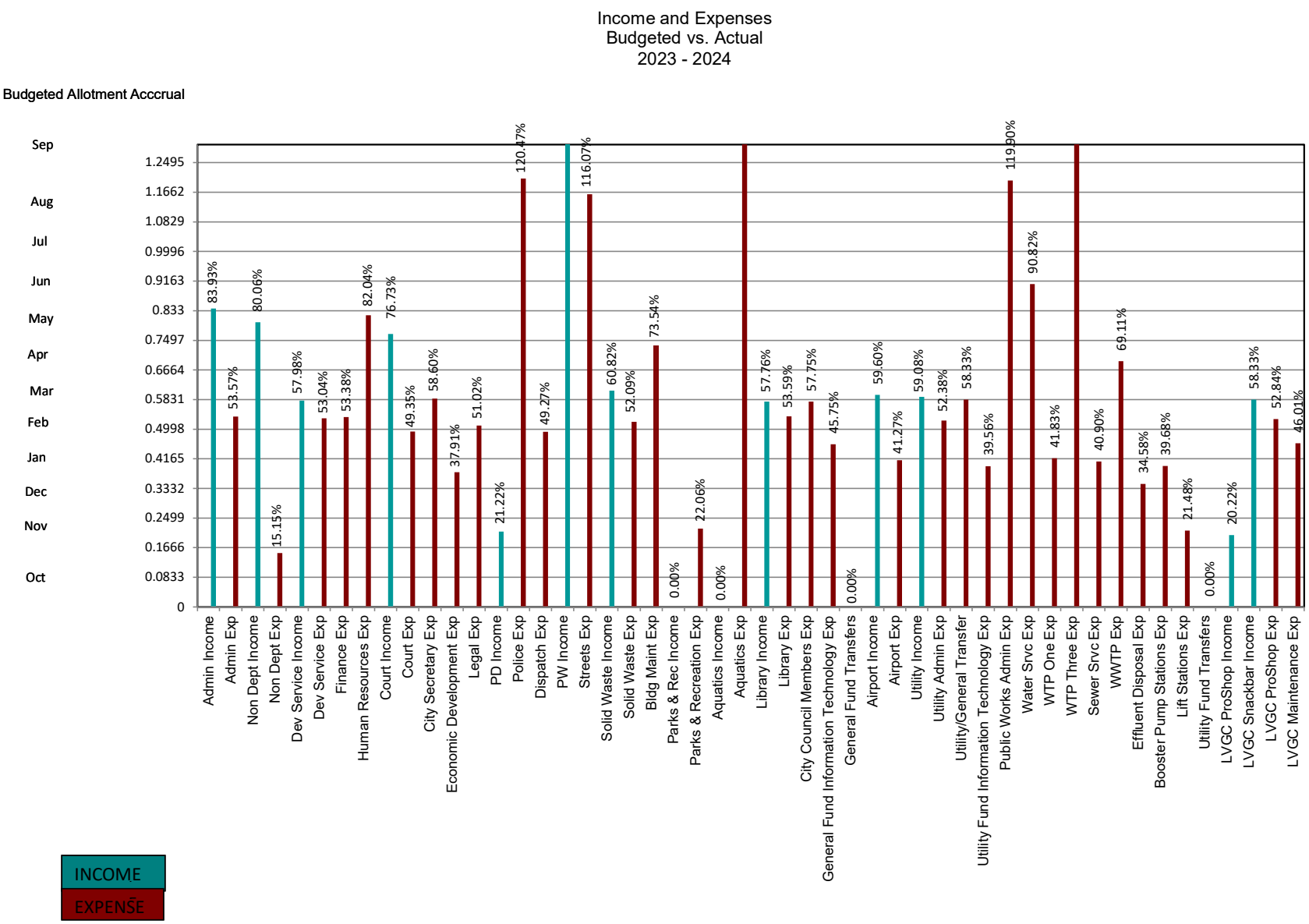
General Fund Monthly Income and Expense
By: Month (this Year vs Last Year)
Year to Date (this Year vs Last Year)




2022 - 2023
2023 - 2024
Utility Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
$836,946
$886,458
$5,719,397
$5,992,800
$354,708
$631,391
$3,285,246
$5,813,043
APR 23 INCOME
APR 24 INCOME
YTD APR 23 INCOME
YTD APR 24 INCOME
APR 23 EXPENSES
APR 24 EXPENSES
YTD APR 23 EXPENSES
YTD APR 24 EXPENSES


2022 - 2023
2023- 2024
Golf Course Fund Income and Expenses
By Month (this year vs last year)
YTD (this year vs last year)
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
$65,306
$68,191
$311,788
$337,926
$137,733
$98,195
$830,188
$784,195
APR 23 INCOME
APR 24 INCOME
YTD APR 23 INCOME
YTD APR 24 INCOME
APR 23 EXPENSES
APR 24 EXPENSES
YTD APR 23 EXPENSES
YTD APR 24 EXPENSES


2022 - 2023
2023 - 2024
Aviation Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$500,000
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
$22,838
$39,593
$168,601
$199,411
$2,744
$4,059
$137,825
$160,016
APR 23 INCOME
APR 24 INCOME
YTD APR 23 INCOME
YTD APR 24 INCOME
APR 23 EXPENSES
APR 24 EXPENSES
YTD APR 23 EXPENSES
YTD APR 24 EXPENSES


Income and Expenses
Budgeted vs. Actual
2023 - 2024
Budgeted Allotment Acccrual
Sep
Aug
Jul
Jun
May
Apr
Mar
Feb
Jan
Dec
Nov
Oct
1.2495
1.1662
1.0829
0.9996
0.9163
0.833
0.7497
0.6664
0.5831
0.4998
0.4165
0.3332
0.2499
0.1666
0.0833
0
83.93%
53.57%
80.06%
15.15%
57.98%
53.04%
53.38%
82.04%
76.73%
49.35%
58.60%
37.91%
51.02%
21.22%
120.47%
49.27%
116.07%
60.82%
52.09%
73.54%
0.00%
22.06%
0.00%
57.76%
53.59%
57.75%
45.75%
0.00%
59.60%
41.27%
59.08%
52.38%
58.33%
39.56%
119.90%
90.82%
41.83%
40.90%
69.11%
34.58%
39.68%
21.48%
0.00%
20.22%
58.33%
52.84%
46.01%
Admin Income
Admin Exp
Non Dept Income
Non Dept Exp
Dev Service Income
Dev Service Exp
Finance Exp
Human Resources Exp
Court Income
Court Exp
City Secretary Exp
Economic Development Exp
Legal Exp
PD Income
Police Exp
Dispatch Exp
PW Income
Streets Exp
Solid Waste Income
Solid Waste Exp
Bldg Maint Exp
Parks & Rec Income
Parks & Recreation Exp
Aquatics Income
Aquatics Exp
Library Income
Library Exp
City Council Members Exp
General Fund Information Technology Exp
General Fund Transfers
Airport Income
Airport Exp
Utility Income
Utility Admin Exp
Utility/General Transfer
Utility Fund Information Technology Exp
Public Works Admin Exp
Water Srvc Exp
WTP One Exp
WTP Three Exp
Sewer Srvc Exp
WWTP Exp
Effluent Disposal Exp
Booster Pump Stations Exp
Lift Stations Exp
Utility Fund Transfers
LVGC ProShop Income
LVGC Snackbar Income
LVGC ProShop Exp
LVGC Maintenance Exp
INCOME
EXPENSE

Fiscal Year - Lago Vista Golf Course Sales History

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
October - LVGC	$ -	$ 68,810		$ 75,182	$ 65,534	$ 61,014	$ 73,291	$ 55,882	$ 56,207	$ 78,072	$ 56,070	$ 58,153	$ 49,404	$ 39,665	$ 48,811	$104,172	$ 78,199	$ 43,171	$ 39,894	October - LVGC
October - HLGC						$ 29,767	$ 26,850	$ 22,354	$ 17,358	$ 11,255	$ 17,314	$ 24,722	$ -	$ -	$ -	$ -	$ -	$ -		October - HLGC
October - American Girl Grill								$ 4,633	$ 5,090	$ 6,266	$ 6,534	$ -	$ -	$ -	$ -	$ -	$ -	$ -		October - American Girl Grill
October - LVGC Snackbar												$ 19,222	$ 20,370	$ -	$ -	$ -	$ -	$ -	$ 2,850	October - LVGC Snackbar
November - LVGC	$ -	$ 58,871		$ 57,720	$ 60,640	$ 44,530	$ 56,351	$ 61,110	$ 41,581	$ 70,375	$ 33,806	$ 34,646	$ 48,147	$ 39,713	$ 40,528	$ 99,633	$ 73,966	$ 35,466	$ 42,173	November - LVGC
November - HLGC						$ 15,568	$ 22,187	$ 22,839	$ 14,724	$ -	$ 16,285	$ 11,342	$ -	$ -	$ -	$ -	$ -	$ -		November - HLGC
November - American Girl Grill								$ 4,166	$ 3,872	$ 4,076	$ 4,921	$ -	$ -	$ -	$ -	$ -	$ -	$ -		November - American Girl Grill
November - LVGC Snackbar												$ 14,396	$ 18,642	$ -	$ -	$ -	$ -	$ -	$ 2,850	November - LVGC Snackbar
December - LVGC	$ -	$ 50,754		$ 50,374	$ 36,426	$ 54,817	$ 58,023	$ 47,081	$ 40,860	$ 51,074	$ 34,115	$ 28,133	$ 41,024	$ 35,551	$ 38,842	$ 80,636	$ 64,456	$ 31,214	$ 43,449	December - LVGC
December - HLGC						$ 16,734	$ 12,208	$ 15,975	$ 9,673	$ -	$ 15,611	$ 9,397	$ -	$ -	$ -	$ -	$ -	$ -		December - HLGC
December - American Girl Grill								$ 3,271	$ 3,174	$ 3,209	$ 4,858	$ -	$ -	$ -	$ -	$ -	$ -	$ -		December - American Girl Grill
December - LVGC Snackbar												$ 11,922	$ 13,939	$ -	$ -	$ -	$ -	$ -	$ 2,850	December - LVGC Snackbar
January - LVGC	$ -	$ 27,994		$ 57,360	$ 39,341	$ 42,080	$ 55,755	$ 47,966	$ 47,872	$ 37,543	$ 38,660	$ 25,901	$ 31,237	$ 42,689	$ 48,130	$ 86,124	$ 65,756	$ 40,446	$ 30,582	January - LVGC
January - HLGC						$ 11,585	$ 19,150	$ 15,490	$ 13,676	$ 10,883	$ 19,314	$ 12,132	$ -	$ -	$ -	$ -	$ -	$ -		January - HLGC
January - American Girl Grill							$ 458	$ 3,606	$ 3,743	$ 4,142	$ 5,014	$ -	$ -	$ -	$ -	$ -	$ -	$ -		January - American Girl Grill
January - LVGC Snackbar												$ 14,862	$ 13,234	$ -	$ -	$ -	$ -	$ -	$ 2,850	January - LVGC Snackbar
February - LVGC	$173,708	$ 56,183		$ 58,840	$ 51,354	$ 53,485	$ 61,998	$ 73,495	$ 55,750	$ 53,070	$ 59,682	$ 33,900	$ 29,992	$ 54,786	$ 46,595	$ 44,504	$ 51,328	$ 42,026	$ 41,969	February - LVGC
February - HLGC						$ 20,858	$ 18,429	$ 21,094	$ 19,542	$ 15,857	$ 21,146	$ 14,391	$ -	$ -	$ -	$ -	$ -	$ -		February - HLGC
February - American Girl Grill							$ 5,267	$ 5,435	$ 4,333	$ 4,143	$ 3,902	$ -	$ -	$ -	$ -	$ -	$ -	$ -		February - American Girl Grill
February - LVGC Snackbar											$ 2,471	$ 15,357	$ 9,446	$ -	$ -	$ -	$ -	$ -	$ 2,850	February - LVGC Snackbar
March - LVGC	$141,034	$ 80,067		$ 82,646	$ 80,322	$ 88,707	$ 79,587	$ 87,435	$ 88,277	$ 74,459	$ 59,291	$ 49,847	$ 53,679	$ 54,730	$ 50,033	$ 82,545	$ 70,131	$ 54,149	$ 57,418	March - LVGC
March - HLGC						$ 26,966	$ 27,581	$ 34,159	$ 20,968	$ 22,830	$ 25,759	$ 25,147	$ -	$ -	$ -	$ -	$ -	$ -		March - HLGC
March - American Girl Grill							$ 9,161	$ 10,534	$ 8,380	$ 8,931	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		March - American Girl Grill
March - LVGC Snackbar											$ 21,959	$ 31,280	$ 9,396	$ -	$ -	$ -	$ -	$ -	$ 2,850	March - LVGC Snackbar
April - LVGC	$111,828	$ 84,729		$ 80,131	$ 82,690	$ 93,438	$ 87,507	$ 71,700	$ 69,570	$ 73,645	$ 73,867	$ 44,288	$ 49,075	$ 79,318	$ 40,965	$ 84,675	$ 79,796	$ 65,306	$ 65,341	April - LVGC
April - HLGC						$ 33,282	$ 34,837	$ 32,243	$ 19,878	$ 31,624	$ 29,267	$ 21,825	$ -	$ -	$ -	$ -	$ -	$ -		April - HLGC
April - American Girl Grill							$ 7,244	$ 6,323	$ 6,444	$ 6,619	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		April - American Girl Grill
April - LVGC Snackbar											$ 20,933	$ 22,550	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	April - LVGC Snackbar
May - LVGC	$ 66,789	$ 87,227		$ 90,953	$ 91,132	$ 88,898	$ 75,228	$ 80,268	$ 82,951	$ 62,245	$ 50,572	$ 42,377	$ 56,434	$ 48,831	$ 82,573	$ 79,946	$ 71,117	$ 46,573		May - LVGC
May - HLGC						$ 26,545	$ 22,587	$ 27,998	$ 27,051	$ 25,303	$ 25,290	$ 16,079	$ -	$ -	$ -	$ -	$ -	$ -		May - HLGC
May - American Girl Grill							$ 7,286	$ 7,610	$ 5,869	$ 6,410	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		May - American Girl Grill
May - LVGC Snackbar											$ 16,830	$ 22,241	$ -	$ -	$ -	$ -	$ -	$ -		May - LVGC Snackbar
June - LVGC	$ 65,747	$ 87,935		$ 76,487	$ 78,045	$ 69,315	$ 68,444	$ 76,252	$ 83,566	$ 87,189	$ 64,988	$ 39,520	$ 59,749	$ 48,568	$ 90,631	$ 85,261	$ 68,652	$ 50,134		June - LVGC
June - HLGC						$ 26,269	$ 27,704	$ 35,889	$ 24,873	$ 28,687	$ 27,991	$ 21,499	$ -	$ -	$ -	$ -	$ -	$ -		June - HLGC
June - American Girl Grill							$ 6,579	$ 6,991	$ 5,574	$ 7,845	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		June - American Girl Grill
June - LVGC Snackbar											$ 17,213	$ 24,050	$ -	$ -	$ -	$ -	$ -	$ -		June - LVGC Snackbar
July - City - LVGC			$ 35,828	$ 78,723	$ 94,292	$ 97,111	$ 78,576	$ 69,193	$ 65,387	$ 75,638	$ 60,603	$ 39,495	$ 54,824	$ 49,522	$ 99,704	$ 70,680	$ 53,044	$ 42,604		July - City - LVGC
July - HLGC					$ 1,263	$ 28,290	$ 32,031	$ 34,020	$ 24,944	$ 32,104	$ 28,059	$ 18,244	$ -	$ -	$ -	$ -	$ -	$ -		July - HLGC
July - American Girl Grill							$ 6,246	$ 5,555	$ 5,312	$ 7,698	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		July - American Girl Grill
July - LVGC Snackbar											$ 18,918	$ 22,091	$ -	$ -	$ -	$ -	$ -	$ -		July - LVGC Snackbar
August - LVGC	$ 71,628	$ 74,481	$157,377	$152,306	$108,563	$ 100,568	$ 95,897	$ 99,959	$ 92,562	$ 88,064	$ 57,062	$ 27,029	$ 66,932	$ 43,468	$ 92,360	$ 54,518	$ 40,825	$ 34,828		August - LVGC
August - HLGC					$ 22,377	$ 18,293	$ 24,097	$ 24,254	$ 24,461	$ 27,441	$ 14,491	$ 14,186	$ -	$ -	$ -	$ -	$ -	$ -		August - HLGC
August - American Girl Grill							$ 5,369	$ 5,431	$ 5,365	$ 6,494	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		August - American Girl Grill
August - LVGC Snackbar											$ 12,436	$ 18,887	$ -	$ -	$ -	$ -	$ -	$ -		August - LVGC Snackbar
September - LVGC	$ 76,726	$ 76,684	$ 76,121	$ 70,176	$ 73,234	$ 81,150	$ 90,841	$ 86,519	$ 66,417	$ 73,962	$ 54,700	$ 39,175	$ 44,475	$ 47,550	$ 92,386	$ 57,319	$ 46,253	$ 33,133		September - LVGC
September - HLGC					$ 22,783	$ 28,119	$ 28,796	$ 23,149	$ 16,696	$ 24,942	$ 20,392	$ 16,272	$ -	$ -	$ -	$ -	$ -	$ -		September - HLGC
September - American Girl Grill							$ 5,342	$ 5,524	$ 5,014	$ 6,665	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		September - American Girl Grill
September - LVGC Snackbar											$ 13,181	$ 18,760	$ -	$ -	$ -	$ -	$ -	$ -		September - LVGC Snackbar
Totals	$802,637	$831,463	$269,326	$930,898	$907,996	$1,157,389	$1,230,907	$1,235,403	$1,087,014	$1,128,760	$1,053,504	$903,319	$669,998	$584,391	$771,558	$930,013	$763,523	$ 519,050	$ 340,776	Totals

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	11,516,722	482,347.21	9,665,763.09	0.00	1,850,958.91	83.93
11-NON DEPARTMENTAL	31,757	5,000.49	25,425.49	0.00	6,331.51	80.06
12-DEVELOPMENT SERVICES	1,469,039	123,898.48	851,779.00	0.00	617,260.00	57.98
15-MUNICIPAL COURT	135,193	13,789.28	103,736.00	0.00	31,457.00	76.73
20-POLICE DEPARTMENT	121,614	1,493.96	25,812.28	0.00	95,801.72	21.22
30-PUBLIC WORKS/BUILDING	273,373	105,710.22	1,169,451.56	0.00	(896,078.56)	427.79
31-SOLID WASTE	1,327,122	117,403.62	807,097.18	0.00	520,024.82	60.82
34-PARKS & RECREATION	710	0.00	0.00	0.00	710.00	0.00
35-AQUATICS	11,103	0.00	0.00	0.00	11,103.00	0.00
40-AVIATION DEPARTMENT	0	0.00	0.00	0.00	0.00	0.00
45-LIBRARY DEPARTMENT	6,291	579.87	3,621.13	0.00	2,669.87	57.56
TOTAL REVENUES	14,892,924	850,223.13	12,652,685.73	0.00	2,240,238.27	84.96
EXPENDITURE SUMMARY						
10-ADMINISTRATION						
PERSONNEL SERVICES	319,964	24,591.97	182,998.76	0.00	136,965.24	57.19
OPERATIONS & MAINTENANCE	37,417	724.86	30,972.92	0.00	6,444.08	82.78
SUPPLIES	7,900	1,164.01	4,713.09	0.00	3,186.91	59.66
SERVICES	103,000	259.80	29,456.30	0.00	73,543.70	28.60
FIXED ASSETS	0	0.00	2,735.66	0.00	(2,735.66)	0.00
TOTAL 10-ADMINISTRATION	468,281	26,740.64	250,876.73	0.00	217,404.27	53.57
11-NON DEPARTMENTAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	93,600	4,763.10	81,026.75	0.00	12,573.25	86.57
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	550,600	5,000.00	16,546.00	0.00	534,054.00	3.01
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-NON DEPARTMENTAL	644,200	9,763.10	97,572.75	0.00	546,627.25	15.15
12-DEVELOPMENT SERVICES						
PERSONNEL SERVICES	662,165	31,389.89	328,912.83	0.00	333,252.17	49.67
OPERATIONS & MAINTENANCE	132,264	12,255.25	57,251.77	0.00	75,012.23	43.29
SUPPLIES	9,500	362.95	2,451.85	0.00	7,048.15	25.81
SERVICES	298,200	37,390.33	181,644.71	0.00	116,555.29	60.91
FIXED ASSETS	35,000	0.00	32,858.00	0.00	2,142.00	93.88
TOTAL 12-DEVELOPMENT SERVICES	1,137,129	81,398.42	603,119.16	0.00	534,009.84	53.04

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
13-FINANCE						
PERSONNEL SERVICES	518,619	39,797.12	302,839.86	0.00	215,779.14	58.39
OPERATIONS & MAINTENANCE	7,565	29.29	7,757.66	0.00	(192.66)	102.55
SUPPLIES	2,000	0.00	379.35	0.00	1,620.65	18.97
SERVICES	102,000	0.00	25,413.92	0.00	76,586.08	24.92
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 13-FINANCE	630,184	39,826.41	336,390.79	0.00	293,793.21	53.38
14-HUMAN RESOURSES						
PERSONNEL SERVICES	134,975	55,258.89	123,752.36	0.00	11,222.64	91.69
OPERATIONS & MAINTENANCE	15,650	(0.01)	6,799.66	0.00	8,850.34	43.45
SUPPLIES	4,500	171.09	2,349.66	0.00	2,150.34	52.21
SERVICES	33,000	1,582.90	21,437.82	0.00	11,562.18	64.96
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 14-HUMAN RESOURSES	188,125	57,012.87	154,339.50	0.00	33,785.50	82.04
15-MUNICIPAL COURT						
PERSONNEL SERVICES	155,202	12,154.50	92,625.19	0.00	62,576.81	59.68
OPERATIONS & MAINTENANCE	25,950	405.61	5,291.77	0.00	20,658.23	20.39
SUPPLIES	750	99.32	124.31	0.00	625.69	16.57
SERVICES	43,300	1,996.31	13,096.10	0.00	30,203.90	30.25
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 15-MUNICIPAL COURT	225,202	14,655.74	111,137.37	0.00	114,064.63	49.35
16-CITY SECRETARY						
PERSONNEL SERVICES	103,209	7,925.01	59,253.20	0.00	43,955.80	57.41
OPERATIONS & MAINTENANCE	23,631	299.26	5,917.23	12,776.27	4,937.50	79.11
SUPPLIES	1,000	17.01	89.94	0.00	910.06	8.99
SERVICES	17,350	0.00	7,050.00	0.00	10,300.00	40.63
TOTAL 16-CITY SECRETARY	145,190	8,241.28	72,310.37	12,776.27	60,103.36	58.60
17-ECONOMIC DEVELOPMENT						
PERSONNEL SERVICES	222,051	17,115.95	129,226.92	0.00	92,824.08	58.20
OPERATIONS & MAINTENANCE	135,200	11,670.67	14,077.52	0.00	121,122.48	10.41
SUPPLIES	1,000	0.00	86.43	0.00	913.57	8.64
SERVICES	20,000	0.00	0.00	0.00	20,000.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 17-ECONOMIC DEVELOPMENT	378,251	28,786.62	143,390.87	0.00	234,860.13	37.91
18-LEGAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	40.00	0.00	(40.00)	0.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	405,000	44,177.05	206,592.59	0.00	198,407.41	51.01
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 18-LEGAL	405,000	44,177.05	206,632.59	0.00	198,367.41	51.02

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
20-POLICE DEPARTMENT						
PERSONNEL SERVICES	2,644,091	182,893.89	1,474,590.55	0.00	1,169,500.45	55.77
OPERATIONS & MAINTENANCE	232,058	11,038.07	120,743.16	1,811.34	109,503.50	52.81
SUPPLIES	115,950	6,798.60	55,435.48	21,148.72	39,365.80	66.05
SERVICES	163,740	1,371.17	104,015.36	2,363.52	57,361.12	64.97
FIXED ASSETS	120,000	0.00	524,069.25	1,642,286.76	(2,046,356.01)	1,805.30
TOTAL 20-POLICE DEPARTMENT	3,275,839	202,101.73	2,278,853.80	1,667,610.34	(670,625.14)	120.47
25-DISPATCHING						
PERSONNEL SERVICES	567,791	40,742.56	278,833.20	0.00	288,957.80	49.11
OPERATIONS & MAINTENANCE	10,448	337.35	11,664.59	0.00	(1,216.59)	111.64
SUPPLIES	7,300	118.17	1,214.76	0.00	6,085.24	16.64
SERVICES	31,850	0.00	13,834.00	0.00	18,016.00	43.43
FIXED ASSETS	12,500	0.00	4,788.95	0.00	7,711.05	38.31
TOTAL 25-DISPATCHING	629,889	41,198.08	310,335.50	0.00	319,553.50	49.27
30-PUBLIC WORKS STREETS						
PERSONNEL SERVICES	800,602	81,498.11	483,813.18	0.00	316,788.82	60.43
OPERATIONS & MAINTENANCE	159,020	9,473.70	89,423.34	0.00	69,596.66	56.23
SUPPLIES	270,010	28,892.79	66,197.19	40.19	203,772.62	24.53
SERVICES	320,400	22,540.57	131,307.55	78,608.52	110,483.93	65.52
FIXED ASSETS	12,752	0.00	964,550.65	0.00	(951,798.65)	7,563.92
TOTAL 30-PUBLIC WORKS STREETS	1,562,784	142,405.17	1,735,291.91	78,648.71	(251,156.62)	116.07
31-SOLID WASTE						
OPERATIONS & MAINTENANCE	9,292	77.23	7,525.91	0.00	1,766.09	80.99
SUPPLIES	3,500	976.99	2,092.16	0.00	1,407.84	59.78
SERVICES	1,215,579	92,460.23	641,263.44	0.00	574,315.56	52.75
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 31-SOLID WASTE	1,228,371	93,514.45	650,881.51	0.00	577,489.49	52.99
32-BUILDING MAINTENANCE						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	29,600	1,274.21	13,189.00	0.00	16,411.00	44.56
SUPPLIES	1,000	0.00	0.00	0.00	1,000.00	0.00
SERVICES	19,000	1,801.71	23,288.87	0.00	(4,288.87)	122.57
TOTAL 32-BUILDING MAINTENANCE	49,600	3,075.92	36,477.87	0.00	13,122.13	73.54
34-PARK & RECREATION						
PERSONNEL SERVICES	385,216	27,925.15	200,387.97	0.00	184,828.03	52.02
OPERATIONS & MAINTENANCE	64,689	3,706.31	37,127.62	0.00	27,561.38	57.39
SUPPLIES	19,000	1,520.51	11,116.60	0.00	7,883.40	58.51
SERVICES	68,000	0.00	0.00	0.00	68,000.00	0.00
FIXED ASSETS	590,000	0.00	0.00	0.00	590,000.00	0.00
TOTAL 34-PARK & RECREATION	1,126,905	33,151.97	248,632.19	0.00	878,272.81	22.06

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
35-AQUATICS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	70,850	14,244.90	41,171.37	0.00	29,678.63	58.11
SUPPLIES	12,000	175.00	1,976.61	0.00	10,023.39	16.47
SERVICES	53,000	0.00	210.00	42,108.00	10,682.00	79.85
FIXED ASSETS	0	68,500.00	68,500.00	137,536.30	(206,036.30)	0.00
TOTAL 35-AQUATICS	135,850	82,919.90	111,857.98	179,644.30	(155,652.28)	214.58
45-LIBRARY DEPARTMENT						
PERSONNEL SERVICES	287,226	22,045.29	169,749.36	0.00	117,476.64	59.10
OPERATIONS & MAINTENANCE	28,102	507.75	7,866.99	0.00	20,235.01	27.99
SUPPLIES	20,380	893.74	3,494.54	0.00	16,885.46	17.15
SERVICES	11,100	404.64	4,738.04	0.00	6,361.96	42.69
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 45-LIBRARY DEPARTMENT	346,808	23,851.42	185,848.93	0.00	160,959.07	53.59
50-CITY COUNCIL MEMBERS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	20,000	392.86	13,455.19	0.00	6,544.81	67.28
SUPPLIES	2,500	0.00	264.70	0.00	2,235.30	10.59
SERVICES	3,000	0.00	1,007.00	0.00	1,993.00	33.57
TOTAL 50-CITY COUNCIL MEMBERS	25,500	392.86	14,726.89	0.00	10,773.11	57.75
58-GENERAL FUND INFO TECH						
PERSONNEL SERVICES	319,225	17,613.99	133,558.01	0.00	185,666.99	41.84
OPERATIONS & MAINTENANCE	288,800	6,706.02	99,207.81	0.00	189,592.19	34.35
SUPPLIES	1,200	0.00	0.00	0.00	1,200.00	0.00
SERVICES	198,000	4,695.19	91,922.76	44,600.00	61,477.24	68.95
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-GENERAL FUND INFO TECH	807,225	29,015.20	324,688.58	44,600.00	437,936.42	45.75
85-DEBT SERVICE						
catg 7 not used	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-GENERAL FUND TRANSFERS						
FIXED ASSETS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL 86-GENERAL FUND TRANSFERS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL EXPENDITURES	14,458,377	962,228.83	7,873,365.29	1,983,279.62	4,601,732.09	68.17
REVENUE OVER/(UNDER) EXPENDITURES	434,547	(112,005.70)	4,779,320.44	(1,983,279.62)	(2,361,493.82)	643.44

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

11 -HOTEL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
11-HOTEL	329,997	30,668.29	158,049.92	0.00	171,947.08	47.89
TOTAL REVENUES	329,997	30,668.29	158,049.92	0.00	171,947.08	47.89
EXPENDITURE SUMMARY						
11-HOTEL						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
Hotel Fund Expenses	244,000	0.00	116,970.70	0.00	127,029.30	47.94
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-HOTEL	244,000	0.00	116,970.70	0.00	127,029.30	47.94
TOTAL EXPENDITURES	244,000	0.00	116,970.70	0.00	127,029.30	47.94
REVENUE OVER/(UNDER) EXPENDITURES	85,997	30,668.29	41,079.22	0.00	44,917.78	47.77

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

14 -AVIATION FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
40-AVIATION DEPARTMENT	334,565	39,593.28	199,410.60	0.00	135,154.40	59.60
TOTAL REVENUES	334,565	39,593.28	199,410.60	0.00	135,154.40	59.60
EXPENDITURE SUMMARY						
40-AVIATION DEPARTMENT						
PERSONNEL SERVICES	16,797	1,134.36	9,385.94	0.00	7,411.06	55.88
OPERATIONS & MAINTENANCE	34,114	1,748.72	25,407.26	0.00	8,706.74	74.48
SUPPLIES	301,500	625.89	96,223.85	0.00	205,276.15	31.92
SERVICES	35,300	550.00	28,998.87	0.00	6,301.13	82.15
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 40-AVIATION DEPARTMENT	387,711	4,058.97	160,015.92	0.00	227,695.08	41.27
TOTAL EXPENDITURES	387,711	4,058.97	160,015.92	0.00	227,695.08	41.27
REVENUE OVER/(UNDER) EXPENDITURES	(53,146)	35,534.31	39,394.68	0.00	(92,540.68)	74.13-

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

15 -MUNICIPAL GOLF COURSE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10 - LVGC PRO SHOP	1,572,375	65,341.08	317,976.19	0.00	1,254,398.81	20.22
20 - LVGC SNACK BAR	34,200	2,850.00	19,950.00	0.00	14,250.00	58.33
30 - LVGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
40 - HLGC PRO SHOP	0	0.00	0.00	0.00	0.00	0.00
50 - HLGC SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
60 - HLGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,606,575	68,191.08	337,926.19	0.00	1,268,648.81	21.03
EXPENDITURE SUMMARY						
LVGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	395,696	26,557.93	203,842.77	0.00	191,853.23	51.51
OPERATIONS & MAINTENANCE	156,638	20,604.27	91,004.19	0.00	65,633.81	58.10
SUPPLIES	53,650	7,118.66	31,999.00	1,058.40	20,592.60	61.62
SERVICES	53,400	2,165.00	20,488.17	0.00	32,911.83	38.37
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC PRO SHOP/SNACK BAR	659,384	56,445.86	347,334.13	1,058.40	310,991.47	52.84
HLGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HLGC PRO SHOP/SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
LVGC MAINTENANCE						
PERSONNEL SERVICES	570,267	23,083.55	184,721.59	0.00	385,545.41	32.39
OPERATIONS & MAINTENANCE	183,424	6,046.35	90,782.06	44,027.38	48,614.56	73.50
SUPPLIES	127,500	6,625.60	52,574.82	10,337.94	64,587.24	49.34
SERVICES	66,000	5,993.81	38,358.20	15,000.00	12,641.80	80.85
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC MAINTENANCE	947,191	41,749.31	366,436.67	69,365.32	511,389.01	46.01
TRANSFER TO DEBT SERVIE						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER TO DEBT SERVIE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION						
CATG 8 NOT USED	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,606,575	98,195.17	713,770.80	70,423.72	822,380.48	48.81
REVENUE OVER/(UNDER) EXPENDITURES	0	(30,004.09)	(375,844.61)	(70,423.72)	446,268.33	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
30-CONTRIBUTION CAPITAL	0	0.00	0.00	0.00	0.00	0.00
50-GENERAL OPERATION	848,642	97,123.92	666,189.37	0.00	182,452.63	78.50
60-WATER SERVICES	5,093,208	440,179.44	2,957,593.55	0.00	2,135,614.45	58.07
70-SEWER SERVICES	4,202,493	349,154.23	2,369,016.73	0.00	1,833,476.27	56.37
80-CAPITAL IMPROVEMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	10,144,343	886,457.59	5,992,799.65	0.00	4,151,543.35	59.08
EXPENDITURE SUMMARY						
55-UTILITIES ADMINISTRATI						
PERSONNEL SERVICES	189,533	9,062.37	106,463.97	0.00	83,069.03	56.17
OPERATIONS & MAINTENANCE	128,415	11,073.50	80,295.18	0.00	48,119.82	62.53
SUPPLIES	44,000	4,092.93	23,994.55	0.00	20,005.45	54.53
SERVICES	88,000	2,388.92	24,927.77	0.00	63,072.23	28.33
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 55-UTILITIES ADMINISTRATI	449,948	26,617.72	235,681.47	0.00	214,266.53	52.38
56-GENERAL FUND TRANSFER						
FIXED ASSETS	2,059,643	171,636.92	1,201,458.44	0.00	858,184.56	58.33
TOTAL 56-GENERAL FUND TRANSFER	2,059,643	171,636.92	1,201,458.44	0.00	858,184.56	58.33
57-DEBT SRVCE FUND TRNSF						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 57-DEBT SRVCE FUND TRNSF	0	0.00	0.00	0.00	0.00	0.00
58-UTILITY FUND INFO TECH						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	48,300	1,575.30	18,986.96	0.00	29,313.04	39.31
SUPPLIES	500	0.00	0.00	0.00	500.00	0.00
SERVICES	35,000	174.38	13,664.87	500.00	20,835.13	40.47
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-UTILITY FUND INFO TECH	83,800	1,749.68	32,651.83	500.00	50,648.17	39.56
59-PUBLIC WORKS ADMIN						
PERSONNEL SERVICES	471,415	35,550.02	265,107.00	0.00	206,308.00	56.24
OPERATIONS & MAINTENANCE	72,977	229.46	39,227.87	0.00	33,749.13	53.75
SUPPLIES	9,700	118.51	1,939.45	0.00	7,760.55	19.99
SERVICES	392,500	228,514.27	300,123.51	710,530.09	(618,153.60)	257.49
FIXED ASSETS	158,000	0.00	7,468.09	0.00	150,531.91	4.73
TOTAL 59-PUBLIC WORKS ADMIN	1,104,592	264,412.26	613,865.92	710,530.09	(219,804.01)	119.90

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
60-WATER SERVICES						
PERSONNEL SERVICES	608,002	44,242.53	356,432.05	0.00	251,569.95	58.62
OPERATIONS & MAINTENANCE	707,696	14,710.15	186,329.20	3,783.87	517,582.93	26.86
SUPPLIES	99,500	6,449.99	78,060.78	695.40	20,743.82	79.15
SERVICES	53,110	345.79	36,653.82	0.00	16,456.18	69.01
FIXED ASSETS	149,633	0.00	751,067.60	56,470.35	(657,904.95)	539.68
TOTAL 60-WATER SERVICES	1,617,941	65,748.46	1,408,543.45	60,949.62	148,447.93	90.82
65-WATER PLANT ONE						
PERSONNEL SERVICES	200,839	0.00	233.40	0.00	200,605.60	0.12
OPERATIONS & MAINTENANCE	132,001	6,591.68	86,554.64	893.00	44,553.36	66.25
SUPPLIES	56,400	1,722.26	22,086.04	29,786.00	4,527.96	91.97
SERVICES	288,500	17,981.74	56,784.75	0.00	231,715.25	19.68
FIXED ASSETS	101,500	0.00	34,624.49	95,000.00	(28,124.49)	127.71
TOTAL 65-WATER PLANT ONE	779,240	26,295.68	200,283.32	125,679.00	453,277.68	41.83
69-WATER PLANT THREE						
PERSONNEL SERVICES	94,368	7,005.06	55,629.41	0.00	38,738.59	58.95
OPERATIONS & MAINTENANCE	161,418	66,069.87	140,909.88	509,166.00	(488,657.88)	402.73
SUPPLIES	70,800	2,157.83	29,360.90	0.00	41,439.10	41.47
SERVICES	312,800	21,838.91	129,615.64	(3,198.68)	186,383.04	40.41
FIXED ASSETS	90,000	14,271.63	70,908.75	45,359.14	(26,267.89)	129.19
TOTAL 69-WATER PLANT THREE	729,386	111,343.30	426,424.58	551,326.46	(248,365.04)	134.05
70-SEWER SERVICES						
PERSONNEL SERVICES	571,260	34,121.65	266,640.01	0.00	304,619.99	46.68
OPERATIONS & MAINTENANCE	585,066	12,964.95	200,224.39	2,567.74	382,273.87	34.66
SUPPLIES	37,000	2,262.61	11,891.01	0.00	25,108.99	32.14
SERVICES	8,700	345.80	1,928.48	0.00	6,771.52	22.17
FIXED ASSETS	14,176	0.00	14,175.50	0.00	0.50	100.00
TOTAL 70-SEWER SERVICES	1,216,202	49,695.01	494,859.39	2,567.74	718,774.87	40.90
75-SEWER PLANT						
PERSONNEL SERVICES	278,496	12,745.16	142,397.03	0.00	136,098.97	51.13
OPERATIONS & MAINTENANCE	140,430	10,066.44	96,294.80	44,016.91	118.29	99.92
SUPPLIES	46,500	3,381.64	24,849.40	0.00	21,650.60	53.44
SERVICES	89,750	19,469.99	76,131.49	0.00	13,618.51	84.83
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 75-SEWER PLANT	555,176	45,663.23	339,672.72	44,016.91	171,486.37	69.11
77-EFFLUENT DISPOSAL						
PERSONNEL SERVICES	220,986	11,846.45	91,099.49	0.00	129,886.51	41.22
OPERATIONS & MAINTENANCE	134,574	4,232.32	38,150.26	0.00	96,423.74	28.35
SUPPLIES	18,800	812.72	6,655.24	0.00	12,144.76	35.40
SERVICES	21,000	275.63	799.44	0.00	20,200.56	3.81
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 77-EFFLUENT DISPOSAL	395,360	17,167.12	136,704.43	0.00	258,655.57	34.58

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
79-UTILITY FUND TRANSFER						
catg 3 not used	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 79-UTILITY FUND TRANSFER	0	0.00	0.00	0.00	0.00	0.00
82-BOOSTER PUMP STATIONS						
PERSONNEL SERVICES	32,310	3,268.87	22,321.42	0.00	9,988.58	69.09
OPERATIONS & MAINTENANCE	80,975	3,914.29	29,353.35	0.00	51,621.65	36.25
SUPPLIES	4,650	140.05	737.09	0.00	3,912.91	15.85
SERVICES	17,700	0.00	13,310.00	0.00	4,390.00	75.20
FIXED ASSETS	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL 82-BOOSTER PUMP STATIONS	165,635	7,323.21	65,721.86	0.00	99,913.14	39.68
84-LIFT STATIONS						
PERSONNEL SERVICES	32,310	3,268.84	22,103.33	0.00	10,206.67	68.41
OPERATIONS & MAINTENANCE	160,067	11,985.88	96,471.67	5,135.78	58,459.55	63.48
SUPPLIES	25,250	120.97	1,884.97	0.00	23,365.03	7.47
SERVICES	38,000	0.00	1,658.81	0.00	36,341.19	4.37
FIXED ASSETS	1,434,400	0.00	46,299.90	189,510.00	1,198,590.10	16.44
TOTAL 84-LIFT STATIONS	1,690,027	15,375.69	168,418.68	194,645.78	1,326,962.54	21.48
85-DEBT SERVICE						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-UTILITY FUND TRANSFERS						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 86-UTILITY FUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	10,846,950	803,028.28	5,324,286.09	1,690,215.60	3,832,448.31	64.67
REVENUE OVER/(UNDER) EXPENDITURES	(702,607)	83,429.31	668,513.56	(1,690,215.60)	319,095.04	145.42

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

40 -CAP IMPROVEMENT PROJECTS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-CAPITAL IMPROVEMENT	0	115,882.10	26,163,622.24	0.00	(26,163,622.24)	0.00
TOTAL REVENUES	0	115,882.10	26,163,622.24	0.00	(26,163,622.24)	0.00
EXPENDITURE SUMMARY						
80-CAPITAL IMPROVEMENT						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	155,804.77	0.00	(155,804.77)	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-CAPITAL IMPROVEMENT	0	0.00	155,804.77	0.00	(155,804.77)	0.00
TOTAL EXPENDITURES	0	0.00	155,804.77	0.00	(155,804.77)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	115,882.10	26,007,817.47	0.00	(26,007,817.47)	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

42 -IMPACT FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
50- INVESTMENT INTEREST	360,631	40,771.91	282,380.70	0.00	78,250.30	78.30
60-WATER IMPACT REVENUE	706,406	48,804.00	247,020.00	0.00	459,386.00	34.97
70-SEWER IMPACT REVENUE	616,940	38,935.00	208,395.00	0.00	408,545.00	33.78
TOTAL REVENUES	1,683,977	128,510.91	737,795.70	0.00	946,181.30	43.81
EXPENDITURE SUMMARY						
10-IMPACT FEE ADMIN						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-IMPACT FEE ADMIN	0	0.00	0.00	0.00	0.00	0.00
60-IMPACT FEE WATER						
OPERATIONS & MAINTENANCE	80,000	0.00	80,000.00	0.00	0.00	100.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 60-IMPACT FEE WATER	80,000	0.00	80,000.00	0.00	0.00	100.00
70-IMPACT FEE SEWER						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 70-IMPACT FEE SEWER	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	80,000	0.00	80,000.00	0.00	0.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	1,603,977	128,510.91	657,795.70	0.00	946,181.30	41.01

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

43 -PARKLAND FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
43 PARK FUND	31,356	3,163.29	22,373.29	0.00	8,982.71	71.35
TOTAL REVENUES	31,356	3,163.29	22,373.29	0.00	8,982.71	71.35
EXPENDITURE SUMMARY						
43 PARK FUND						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 43 PARK FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	31,356	3,163.29	22,373.29	0.00	8,982.71	71.35

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

50 -DEBT SERVICE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-ACCUMULATED INTEREST	46,695	4,670.05	32,555.81	0.00	14,139.19	69.72
85-AD VALOREM & OTHER	2,676,372	21,083.19	2,635,269.52	0.00	41,102.48	98.46
TOTAL REVENUES	2,723,067	25,753.24	2,667,825.33	0.00	55,241.67	97.97
EXPENDITURE SUMMARY						
80-ACCUMULATED INTEREST						
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-ACCUMULATED INTEREST	0	0.00	0.00	0.00	0.00	0.00
85-AD VALOREM & OTHER						
OPERATIONS & MAINTENANCE	8,000	500.00	2,000.00	0.00	6,000.00	25.00
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
AUDITOR ADJ	0	0.00	9,500.00	0.00	(9,500.00)	0.00
FIXED ASSETS	2,676,372	0.00	2,173,081.63	0.00	503,290.37	81.20
TOTAL 85-AD VALOREM & OTHER	2,684,372	500.00	2,184,581.63	0.00	499,790.37	81.38
TOTAL EXPENDITURES	2,684,372	500.00	2,184,581.63	0.00	499,790.37	81.38
REVENUE OVER/(UNDER) EXPENDITURES	38,695	25,253.24	483,243.70	0.00	(444,548.70)	1,248.85

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

90 -GENERAL FIXED ASSETS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

95 -GENERAL LONG-TERM DEBT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

98 -PAYROLL CLEARING ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2024

99 -DISBURSEMENT ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

Security Bank:

General Account	$	239,189.59
Utility Account	$	1,099,228.25
Payroll Account	$	4,489.37
Accounts Payable Account	$	(82,544.40)

Logic Investments:

Debt Service	$	982,513.31
Debt Service Interest	$	104,351.90
Utility Reserve Account	$	15,933,311.45
Utility Reserve Account Interest	$	1,065,824.13
Impact Fees	$	3,863,173.28
Park Fund	$	624,900.00
Bed Tax	$	930,475.55
Customer Deposits	$	322,200.00
Impact Fees Interest	$	458,003.65
Park Fund Interest	$	87,136.35
Bed Tax Interest	$	97,250.16
Customer Deposits Interest	$	51,353.92
Austin Boulevard Paving	$	26,049.92
Austin Boulevard Paving Interest	$	4,642.61
WasteWater Impact Fees	$	4,494,598.79
WasteWater Impact Fees Interest	$	487,609.34
2017 CO Receiving Acct	$	-
2017 CO Receiving Acct Interest	$	-
2018 LCRA Reuse Water Grant Project	$	6,446.87
2018 LCRA Reuse Water Grant Project Interest	$	2,124.82
Town Center Development	$	959,575.00
Town Center Development Interest	$	106,379.36
General Fund Reserve Account	$	7,402,175.59
General Fund Reserve Account Interest	$	332,578.80
Real Estate	$	1,005,892.43
Real Estate Interest	$	85,058.51
LV Sunset Park	$	252,202.63
LV Sunset Park Interest	$	30,472.19
ARPA Grant	$	1,350,051.48
ARPA Grant Interest	$	157,739.67
WTP Expansion	$	712,975.25
WTP Expansion Interest	$	74,447.02
Waterline: Bar-K to Bronco	$	177,533.99
Waterline: Bar-K to Bronco Interest	$	63,889.59
Street/Roadway Impact Fees	$	827,056.62
Street/Roadway Impact Fees Interest	$	133,828.02
2024 CO Receiving Account	$	25,631,533.80
2024 CO Receiving Account Interest	$	389,541.24
TOTAL	$	70,495,260.05

		Budgeted		Actual Collected	Percent Collected
2023-24 Taxes	$	9,636,659	$	9,559,431	99.20%
Delinquent Taxes	$	-	$	18,110	0.19%
Total	$	9,636,659	$	9,577,542	99.39%

Revenues for Fiscal Year without Transfers:

General Fund	$	12,033,234.92
Utility Fund	$	6,883,590.79
Golf Course Fund	$	415,778.43
Aviation Fund	$	220,722.11
Hotel Fund	$	166,923.09
	$	19,720,249.34

Expenditures for Fiscal Year without transfers:

General Fund	10,328,268.13
Utility Fund	6,341,866.97
Golf Course Fund	912,032.58
Aviation Fund	201,062.99
Hotel Fund	116,970.70
	17,900,201.37

General Fund Revenue and Expenses this yr vs last yr

PREVIOUS YEAR
CURRENT YEAR

General Fund WITHOUT Transfer		General Fund WITH Transfer		Amount of Transfer	Variances	Description	Explanation for Significant Variances Year over Year > or = to $250,000
MAY 23 INCOME	$545,181	MAY 23 INCOME	$716,818	(171,636.92)			
MAY 24 INCOME	$582,095	MAY 24 INCOME	$753,732	(171,636.92)	$36,913.83	Income (Monthly)	
YTD MAY 23 INCOME	$9,993,883	YTD MAY 23 INCOME	$11,366,978	(1,373,095.36)			
YTD MAY 24 INCOME	$12,033,235	YTD MAY 24 INCOME	$13,406,330	(1,373,095.36)	$2,039,352.05	Income (Year to Date)	Main contributing factor are an increase totaling **$2,060,021.91** = $1,237,839.37 in Ad Valorem Tax Revenue, $128,034.25 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro.
MAY 23 EXPENSES	$774,683	MAY 23 EXPENSES	$774,683	0.00			
MAY 24 EXPENSES	$515,765	MAY 24 EXPENSES	$515,765	0.00	($258,918.30)	Expenses (Monthly)	Main contributing factor to the lessening of expenses for the month over month total is the Police Department had fixed assets of ($524,069.25)
YTD MAY 23 EXPENSES	$7,947,812	YTD MAY 23 EXPENSES	$7,947,812	0.00			
YTD MAY 24 EXPENSES	$10,328,268	YTD MAY 24 EXPENSES	$10,328,268	0.00	$2,380,455.76	Expenses (Year to Date)	Main contributing factors are increased expenses for the Public Works/Street Department totaling **$623,792.71** = [Personnel $115,493.57, Operations & Maintenance ($1,934.89), Supplies $64,987.49, Services $148,415.06, Fixed Asset $218,213.03, and Total Encumbered $78,618.45] and an increase in expenses for the Police Department totaling **$1,690,718.49** = [Personnel $301,254.30, Operations & Maintenance ($22,036.40), Supplies ($1,218.10), Services $8,930.94, Fixed Assets ($252,346.00), and Total Encumbered $1,656,133.75]

Utility Fund WITHOUT Transfer		Utility Fund WITH Transfer					
MAY 23 INCOME	$835,513	MAY 23 INCOME	$835,513	0.00			
MAY 24 INCOME	$890,791	MAY 24 INCOME	$890,791	0.00	$55,277.73	Income (Monthly)	
YTD MAY 23 INCOME	$6,554,911	YTD MAY 23 INCOME	$6,554,911	0.00			
YTD MAY 24 INCOME	$6,883,591	YTD MAY 24 INCOME	$6,883,591	0.00	$328,679.95	Income (Year to Date)	Main contributing factor are an increase of $219,395.01 in General Operations and $82,212.49 in Water Services.
MAY 23 EXPENSES	$429,885	MAY 23 EXPENSES	$601,522	(171,636.92)			
MAY 24 EXPENSES	$436,716	MAY 24 EXPENSES	$608,353	(171,636.92)	$6,831.21	Expenses (Monthly)	
YTD MAY 23 EXPENSES	$3,690,092	YTD MAY 23 EXPENSES	5,063,186.95	(1,373,095.36)			
YTD MAY 24 EXPENSES	$6,341,867	YTD MAY 24 EXPENSES	7,714,962.33	(1,373,095.36)	$2,651,775.38	Expenses (Year to Date)	Main contributing fators are an increase of **$2,516,490.50** = [Public Works Administration $693,668.67, Water Services $484,652.23, Water Plant #1 ($112,025.85), Water Plant #3 $695,415.31, Sewer Services $88,473.06, WWTP $160,772.19, Effluent Disposal $457,158.99, Lift Stations $209,148.09]

Golf Course Fund WITHOUT Transfer		Golf Course Fund WITH Transfer				
MAY 23 INCOME	$46,573	MAY 23 INCOME	$46,573	0.00		
MAY 24 INCOME	$77,852	MAY 24 INCOME	$77,852	0.00	$31,279.32	Income (Monthly)
YTD MAY 23 INCOME	$358,361	YTD MAY 23 INCOME	$358,361	0.00		
YTD MAY 24 INCOME	$415,778	YTD MAY 24 INCOME	$415,778	0.00	$57,417.72	Income (Year to Date)
MAY 23 EXPENSES	$86,132	MAY 23 EXPENSES	$86,132	0.00		
MAY 24 EXPENSES	$121,808	MAY 24 EXPENSES	$121,808	0.00	$35,675.33	Expenses (Monthly)
YTD MAY 23 EXPENSES	$872,834	YTD MAY 23 EXPENSES	$872,834	0.00		
YTD MAY 24 EXPENSES	$912,033	YTD MAY 24 EXPENSES	$912,033	0.00	$39,199.06	Expenses (Year to Date)

Aviation Fund			
MAY 23 INCOME	$24,188		
MAY 24 INCOME	$21,312	($2,876.74)	Income (Monthly)
YTD MAY 23 INCOME	$192,789		
YTD MAY 24 INCOME	$220,722	$27,932.63	Income (Year to Date)
MAY 23 EXPENSES	$34,451		
MAY 24 EXPENSES	$38,552	$4,101.33	Expenses (Monthly)
YTD MAY 23 EXPENSES	$172,275		
YTD MAY 24 EXPENSES	$201,063	$28,787.67	Expenses (Year to Date)

Hotel Fund	
YTD MAY 24 INCOME	$166,923
YTD MAY 24 EXPENSES	$116,971

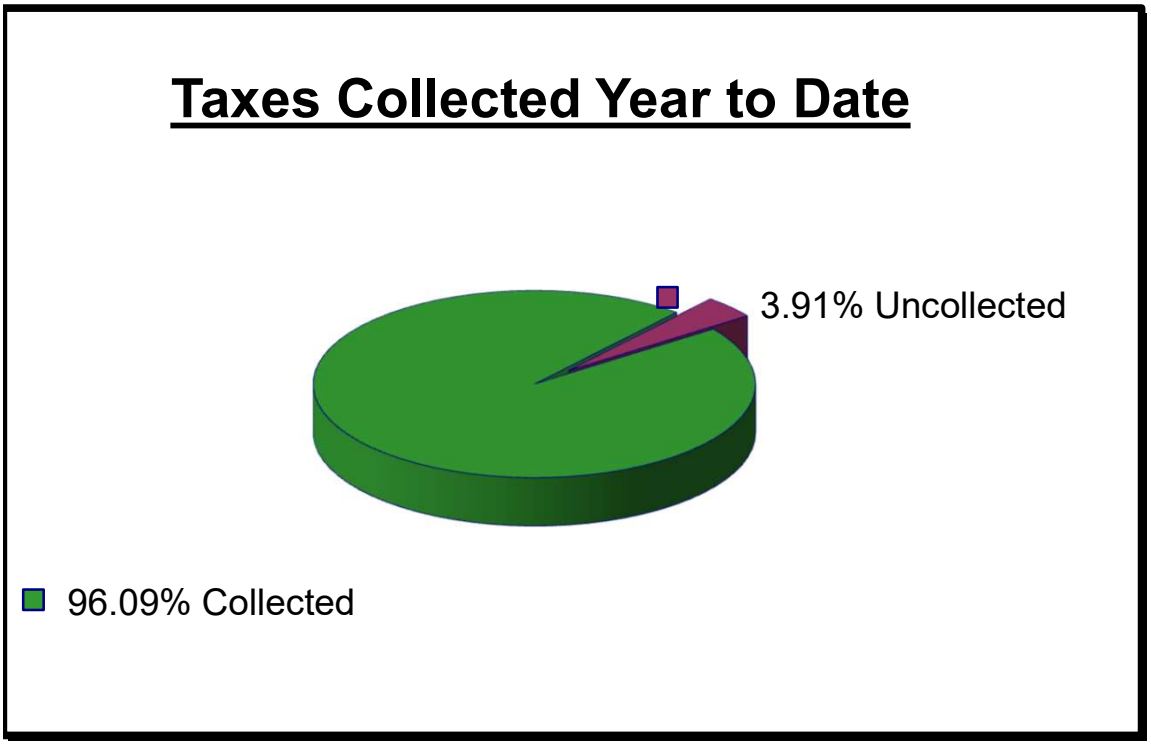
CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

AS OF MAY 31, 2024 - FISCAL YEAR END SEPTEMBER 30, 2024 - Ad Valorem Taxes

Ad Valorem Taxes

A 0.4139 tax rate and anticipated collection rate of 100% equates to anticipated collection: $9,999,062.51

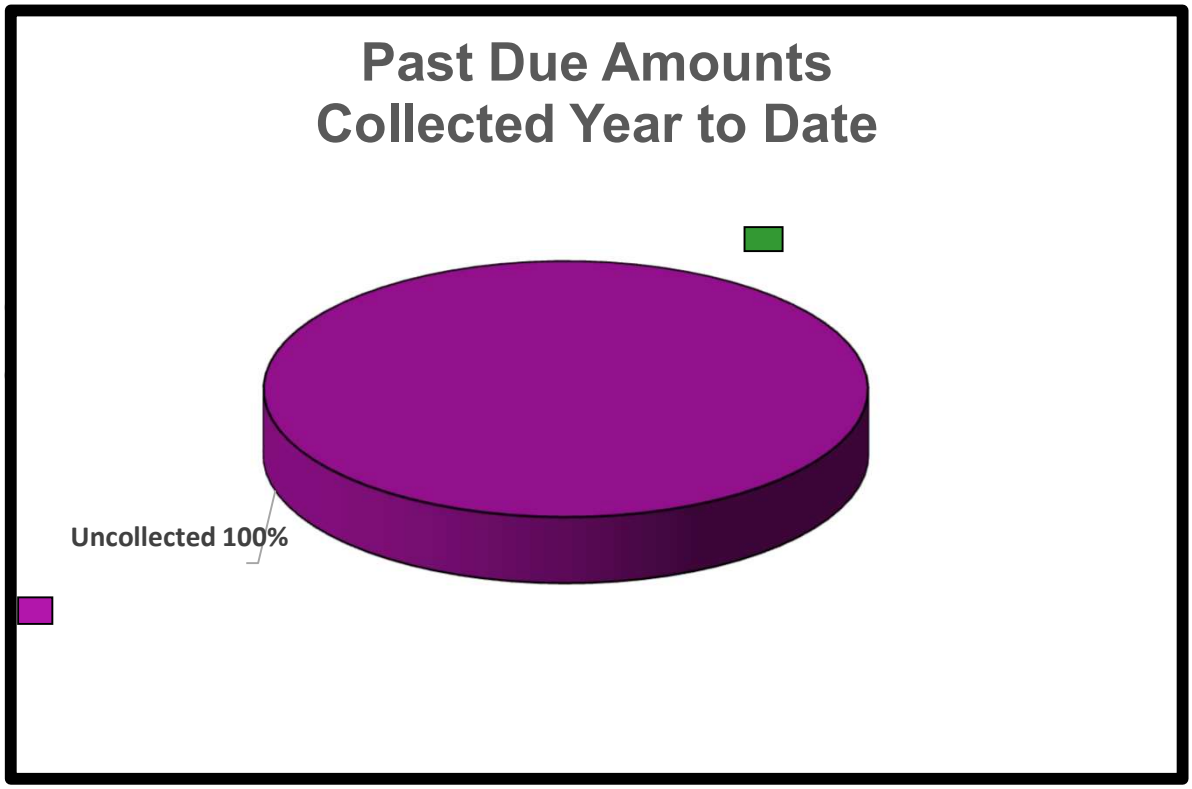
Current Taxes for Year 2023 - Billed by Travis County Tax Office:	$	9,999,062.51
Tax Adjustments for Year 2023 from Travis County Tax Office:	$	90,228.67
Current Taxes for Year 2023 after adjustments:	$	9,908,833.84
Base Tax Amount Collected by Travis County Tax Office for 2023:	$	9,580,483.62
Base Tax Reversals for Year 2023 by Travis County Tax Office:	$	58,862.93
Net Base Tax Collected for Year 2023 by Travis County:	$	9,521,620.69
Percentage Collected:		96.09%
Amount Still Due for 2023 Taxes:	$	387,213.15
Penalty and Interest Collected for 2023	$	37,005.11
Penalty and Interest Reversals for 2023	$	(805.56)
Net Penalty and Interest Collected for 2023 by Travis County:	$	37,810.67
Total Amount paid to City of Lago Vista for 2023 Taxes:	$	9,559,431.36



CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

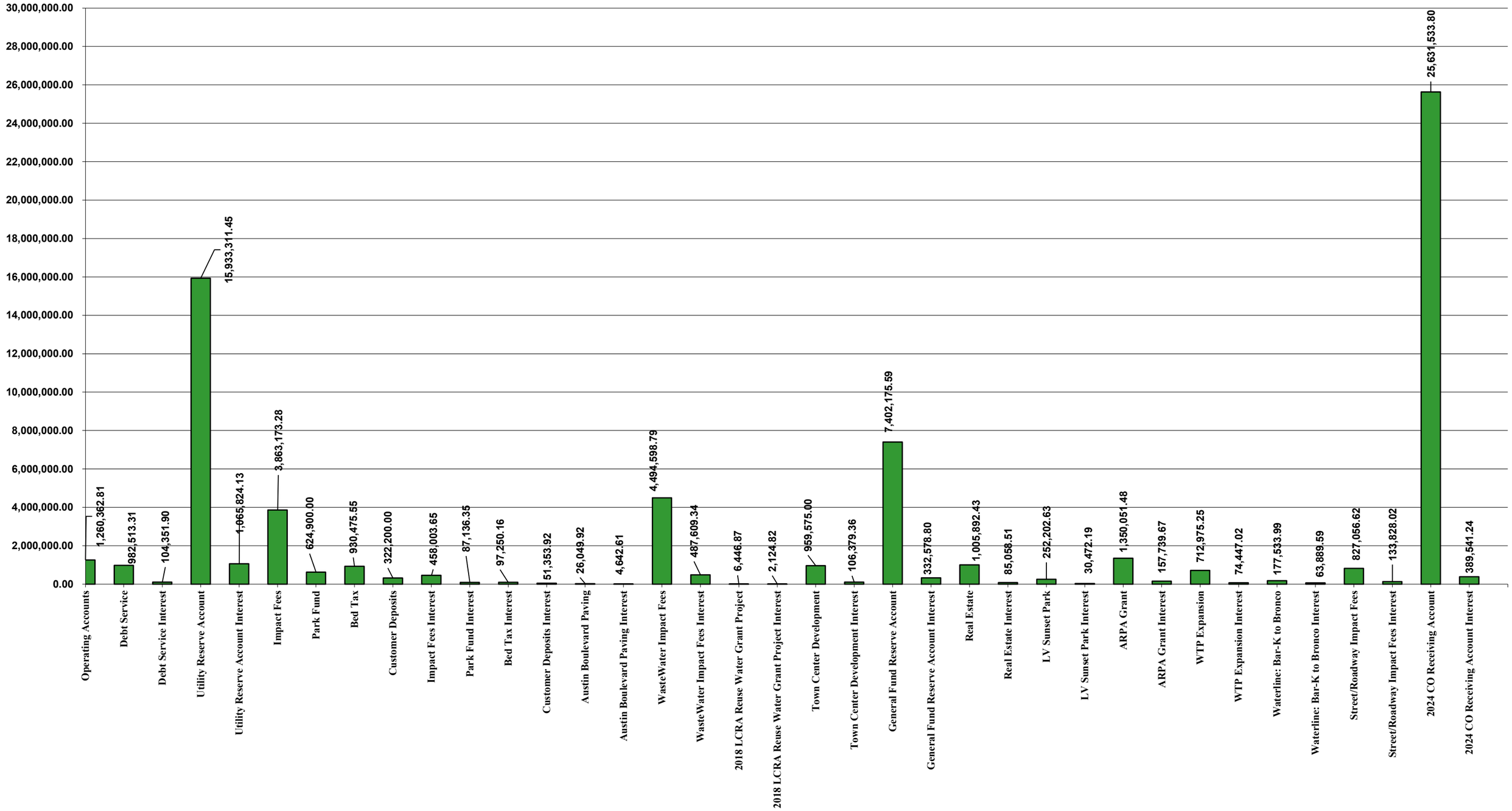
As of MAY 31, 2024 - Ad Valorem Taxes Past Due from Previous Years

Past Due Taxes from 1973 - 2022	$	378,949.53
Tax Adjustments from Travis County Tax Office:	$	97,994.68
Past Due Taxes after adjustments:	$	280,954.85
Base Tax Amount Collected by Travis County Tax Office:	$	93,600.54
Base Tax Reversals for Past Due by Travis County Tax Office:	$	97,874.37
Net Base Tax Collected for Past Due by Travis County:	$	(4,273.83)
Percentage Collected:		-1.52%
Amount Still Due for Past Due Taxes:	$	285,228.68
Penalty and Interest Collected for Past Due Amounts:	$	22,463.23
Penalty and Interest Reversals for Past Due Amounts:	$	79.23
Net Penalty and Interest Collected by Travis County:	$	22,384.00
Total Amount paid to City of Lago Vista for Past Due Taxes:	$	18,110.17



Cash Position as of MAY 31, 2024

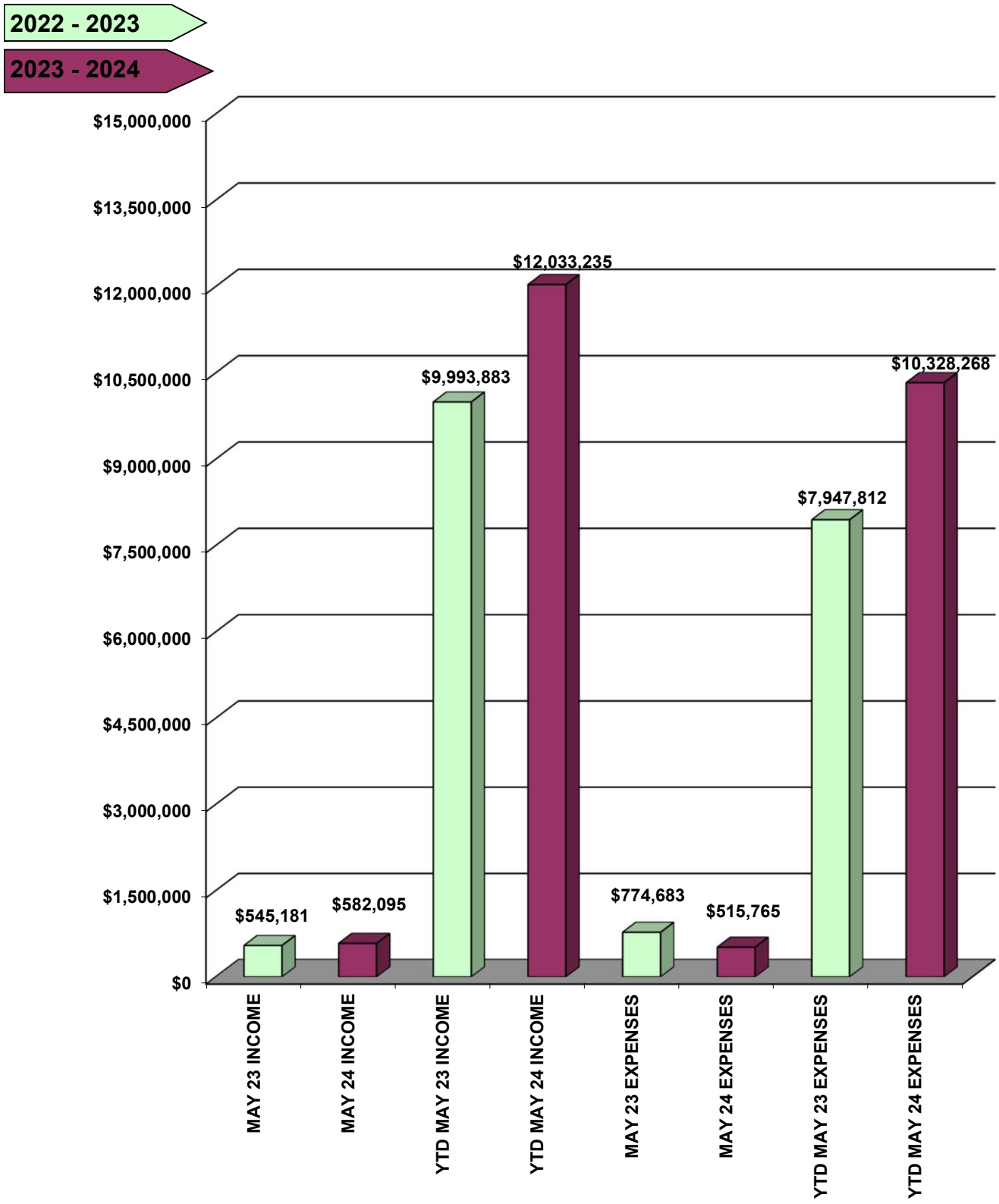
$70,495,260.05

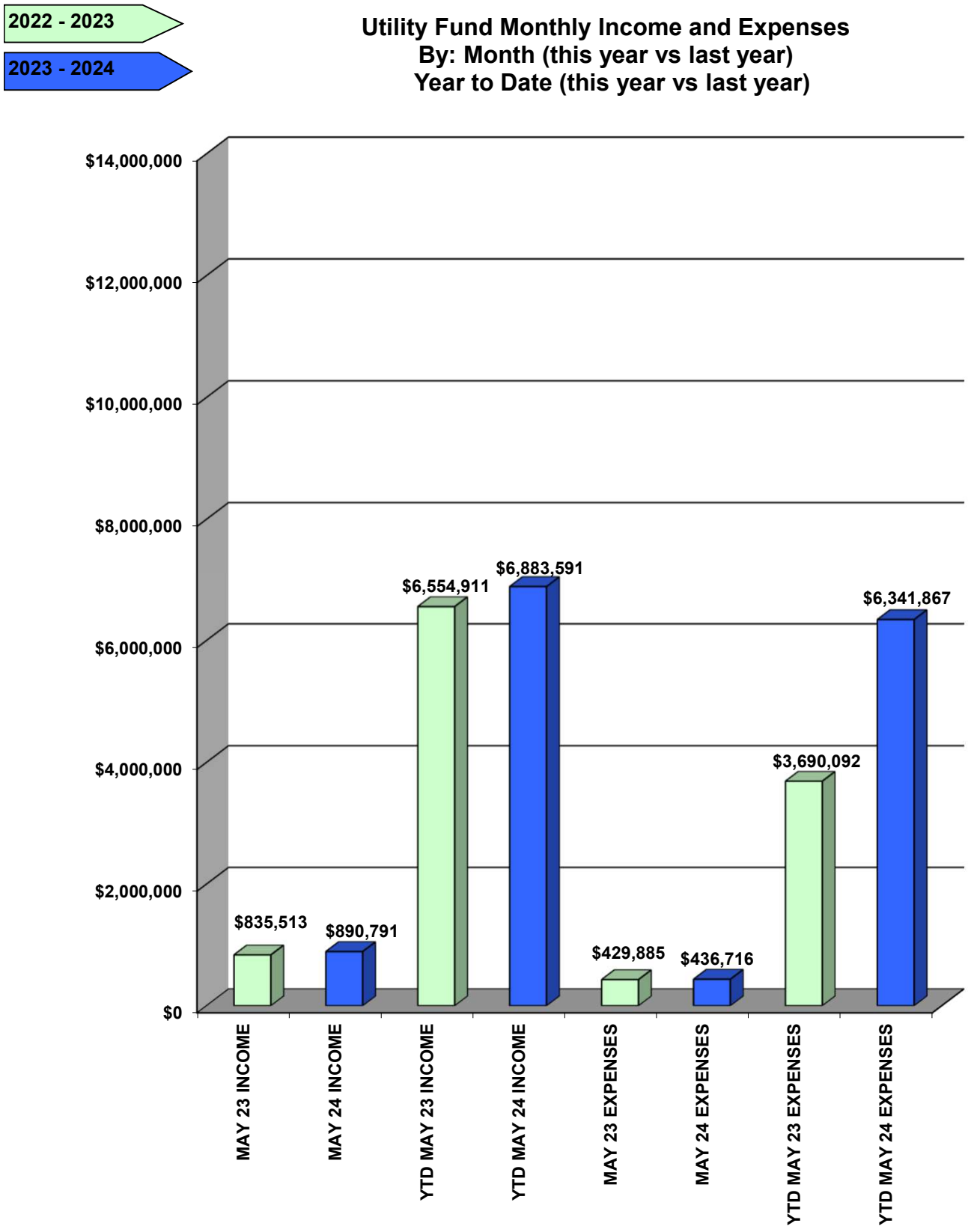


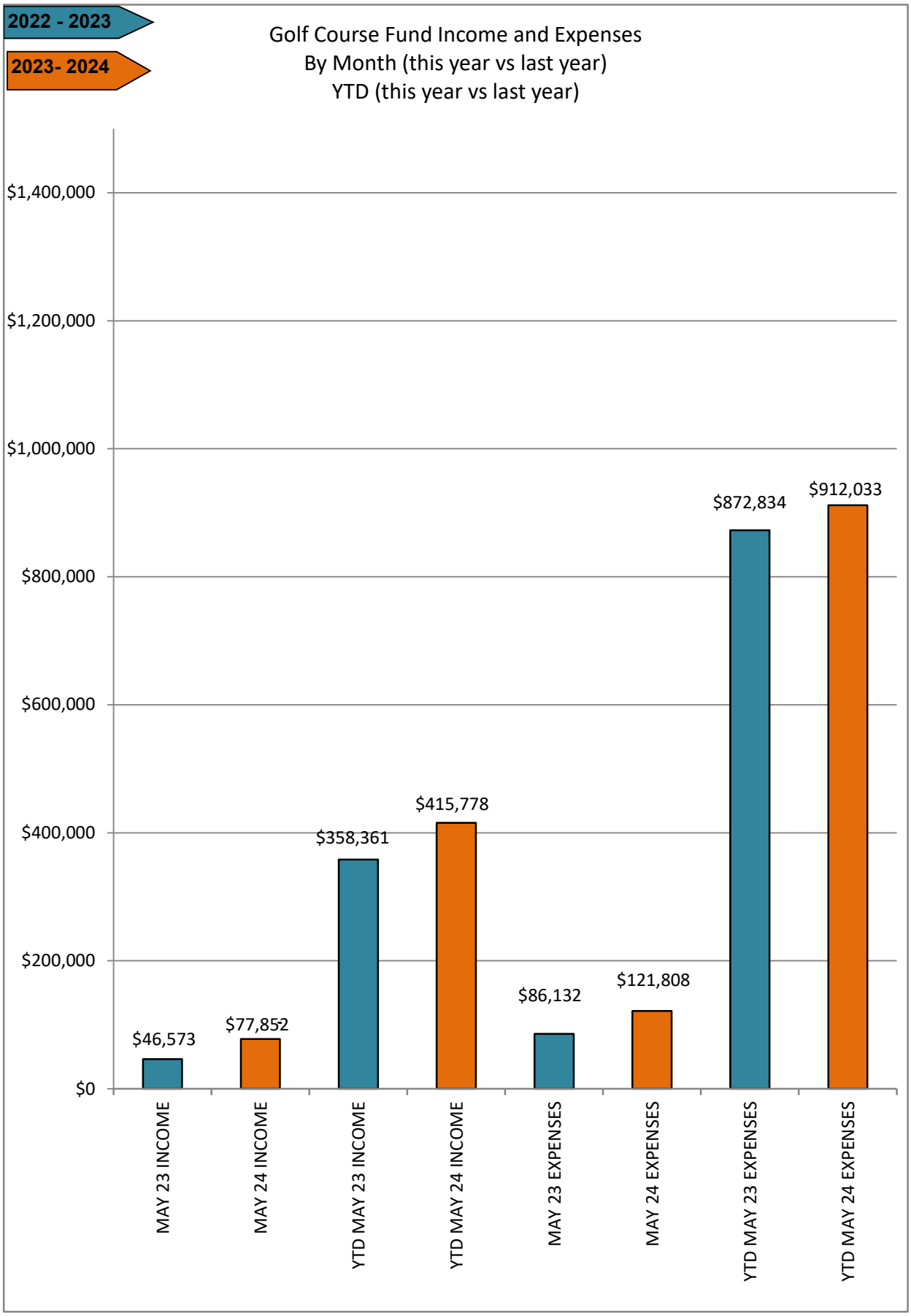
Logic Government Investment Co-Op-FD May-24
Average Monthly Interest Rate = 5.4208%
Average Weighted Average Maturity = 42 Days
Net Asset Value for 05/31/2024 = 0.999709
All Accounts Held in Government Pools

Account	Description	Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance
Logic #03	Debt Service	05/1/24-05/31/24	$ 961,430.12	$ 21,083.19	$ 4,476.47	$ 4,476.47	$ 982,513.31
Logic #04	Debt Service Interest	05/1/24-05/31/24	$ 99,917.12	$ 4,476.47	$ 458.31	$ 500.00	$ 104,351.90
Logic #05	Utility Reserve Account	05/1/24-05/31/24	$ 15,933,311.45	$ -	$ 73,356.22	$ 73,356.22	$ 15,933,311.45
Logic #06	Utility Reserve Account Interest	05/1/24-05/31/24	$ 1,236,380.08	$ 73,356.22	$ 5,107.85	$ 249,020.02	$ 1,065,824.13
Logic #61	Impact Fees	05/1/24-05/31/24	$ 3,814,369.28	$ 48,804.00	$ 17,590.24	$ 17,590.24	$ 3,863,173.28
Logic #62	Park Fund	05/1/24-05/31/24	$ 624,900.00	$ -	$ 2,877.03	$ 2,877.03	$ 624,900.00
Logic #63	Bed Tax	05/1/24-05/31/24	$ 904,312.35	$ 26,163.20	$ 4,179.00	$ 4,179.00	$ 930,475.55
Logic #66	Customer Deposits	05/1/24-05/31/24	$ 326,780.00	$ -	$ 1,501.78	$ 6,081.78	$ 322,200.00
Logic #71	Impact Fees Interest	05/1/24-05/31/24	$ 438,395.05	$ 17,590.24	$ 2,018.36	$ -	$ 458,003.65
Logic #72	Park Fund Interest	05/1/24-05/31/24	$ 83,873.17	$ 2,877.03	$ 386.15	$ -	$ 87,136.35
Logic #73	Bed Tax Interest	05/1/24-05/31/24	$ 92,644.63	$ 4,179.00	$ 426.53	$ -	$ 97,250.16
Logic #76	Customer Deposits Interest	05/1/24-05/31/24	$ 49,623.67	$ 1,501.78	$ 228.47	$ -	$ 51,353.92
Logic #96	Austin Boulevard Paving	05/1/24-05/31/24	$ 26,049.92	$ -	$ 119.94	$ 119.94	$ 26,049.92
Logic #97	Austin Boulevard Paving Interest	05/1/24-05/31/24	$ 4,501.92	$ 119.94	$ 20.75	$ -	$ 4,642.61
Logic #104	WasteWater Impact Fees	05/1/24-05/31/24	$ 4,455,663.79	$ 38,935.00	$ 20,536.86	$ 20,536.86	$ 4,494,598.79
Logic #105	WasteWater Impact Fees Interest	05/1/24-05/31/24	$ 464,931.99	$ 20,536.86	$ 2,140.49	$ -	$ 487,609.34
Logic #136	2018 LCRA Reuse Water Grant Project	05/1/24-05/31/24	$ 6,446.87	$ -	$ 29.72	$ 29.72	$ 6,446.87
Logic #137	2018 LCRA Reuse Water Grant Project Interest	05/1/24-05/31/24	$ 2,085.49	$ 29.72	$ 9.61	$ -	$ 2,124.82
Logic #138	Town Center Development	05/1/24-05/31/24	$ 959,575.00	$ -	$ 4,417.85	$ 4,417.85	$ 959,575.00
Logic #139	Town Center Development Interest	05/1/24-05/31/24	$ 101,494.22	$ 4,417.85	$ 467.29	$ -	$ 106,379.36
Logic #144	General Fund Reserve Account	05/1/24-05/31/24	$ 7,402,175.59	$ -	$ 34,079.29	$ 34,079.29	$ 7,402,175.59
Logic #145	General Fund Reserve Account Interest	05/1/24-05/31/24	$ 297,131.53	$ 34,079.29	$ 1,367.98	$ -	$ 332,578.80
Logic #146	Real Estate	05/1/24-05/31/24	$ 1,005,892.43	$ -	$ 4,631.08	$ 4,631.08	$ 1,005,892.43
Logic #147	Real Estate Interest	05/1/24-05/31/24	$ 80,058.82	$ 4,631.08	$ 368.61	$ -	$ 85,058.51
Logic #170	LV Sunset Park	05/1/24-05/31/24	$ 252,202.63	$ -	$ 1,161.13	$ 1,161.13	$ 252,202.63
Logic #171	LV Sunset Park Interest	05/1/24-05/31/24	$ 29,176.72	$ 1,161.13	$ 134.34	$ -	$ 30,472.19
Logic #172	ARPA Grant	05/1/24-05/31/24	$ 1,350,051.48	$ -	$ 6,215.57	$ 6,215.57	$ 1,350,051.48
Logic #173	ARPA Grant Interest	05/1/24-05/31/24	$ 150,829.70	$ 6,215.57	$ 694.40	$ -	$ 157,739.67
Logic #174	WTP Expansion	05/1/24-05/31/24	$ 727,246.88	$ -	$ 3,316.43	$ 17,588.06	$ 712,975.25
Logic #175	WTP Expansion Interest	05/1/24-05/31/24	$ 70,804.62	$ 3,316.43	$ 325.97	$ -	$ 74,447.02
Logic #176	Waterline: Bar-K to Bronco	05/1/24-05/31/24	$ 177,533.99	$ -	$ 817.36	$ 817.36	$ 177,533.99
Logic #177	Waterline: Bar-K to Bronco Interest	05/1/24-05/31/24	$ 62,783.19	$ 817.36	$ 289.04	$ -	$ 63,889.59
Logic #178	Street/Roadway Impact Fees	05/1/24-05/31/24	$ 827,056.62	$ -	$ 3,807.73	$ 3,807.73	$ 827,056.62
Logic #179	Street/Roadway Impact Fees Interest	05/1/24-05/31/24	$ 24,136.05	$ 109,517.95	$ 174.02	$ -	$ 133,828.02
Logic #180	2024 CO Receiving Account	05/1/24-05/31/24	$ 25,665,783.80	$ -	$ 118,016.57	$ 152,266.57	$ 25,631,533.80
Logic #181	2024 CO Receiving Account Interest	05/1/24-05/31/24	$ 270,280.29	$ 118,016.57	$ 1,244.38	$ -	$ 389,541.24
			$ -	$ -	$ -	$ -	$ -
		05/1/24-05/31/24	$ 68,979,830.46	$ 541,825.88	$ 316,992.82	$ 603,751.92	$ 69,234,897.24
Totals		Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance

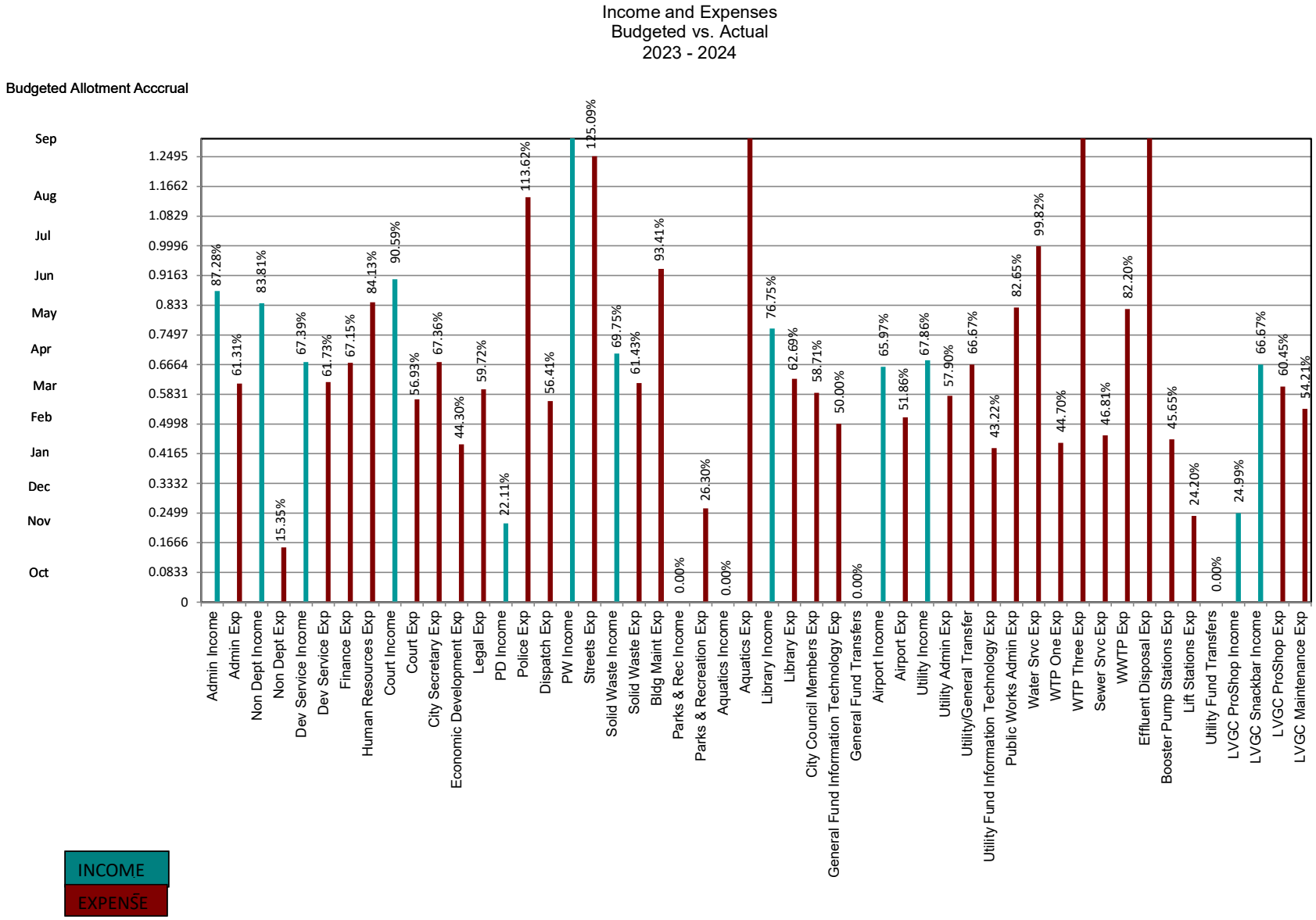
General Fund Monthly Income and Expense
By: Month (this Year vs Last Year)
Year to Date (this Year vs Last Year)




2022 - 2023
2023 - 2024
Utility Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
$835,513
$890,791
$6,554,911
$6,883,591
$429,885
$436,716
$3,690,092
$6,341,867
MAY 23 INCOME
MAY 24 INCOME
YTD MAY 23 INCOME
YTD MAY 24 INCOME
MAY 23 EXPENSES
MAY 24 EXPENSES
YTD MAY 23 EXPENSES
YTD MAY 24 EXPENSES


2022 - 2023
2023- 2024
Golf Course Fund Income and Expenses
By Month (this year vs last year)
YTD (this year vs last year)
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
$46,573
$77,852
$358,361
$415,778
$86,132
$121,808
$872,834
$912,033
MAY 23 INCOME
MAY 24 INCOME
YTD MAY 23 INCOME
YTD MAY 24 INCOME
MAY 23 EXPENSES
MAY 24 EXPENSES
YTD MAY 23 EXPENSES
YTD MAY 24 EXPENSES

2022 - 2023
2023 - 2024
Aviation Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$500,000
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
$24,188
$21,312
$192,789
$220,722
$34,451
$38,552
$172,275
$201,063
MAY 23 INCOME
MAY 24 INCOME
YTD MAY 23 INCOME
YTD MAY 24 INCOME
MAY 23 EXPENSES
MAY 24 EXPENSES
YTD MAY 23 EXPENSES
YTD MAY 24 EXPENSES


Income and Expenses
Budgeted vs. Actual
2023 - 2024
Budgeted Allotment Acccrual
Sep
Aug
Jul
Jun
May
Apr
Mar
Feb
Jan
Dec
Nov
Oct
1.2495
1.1662
1.0829
0.9996
0.9163
0.833
0.7497
0.6664
0.5831
0.4998
0.4165
0.3332
0.2499
0.1666
0.0833
0
87.28%
61.31%
83.81%
15.35%
67.39%
61.73%
67.15%
84.13%
90.59%
56.93%
67.36%
44.30%
59.72%
22.11%
113.62%
56.41%
125.09%
69.75%
61.43%
93.41%
0.00%
26.30%
0.00%
76.75%
62.69%
58.71%
50.00%
0.00%
65.97%
51.86%
67.86%
57.90%
66.67%
43.22%
82.65%
99.82%
44.70%
46.81%
82.20%
45.65%
24.20%
0.00%
24.99%
66.67%
60.45%
54.21%
Admin Income
Admin Exp
Non Dept Income
Non Dept Exp
Dev Service Income
Dev Service Exp
Finance Exp
Human Resources Exp
Court Income
Court Exp
City Secretary Exp
Economic Development Exp
Legal Exp
PD Income
Police Exp
Dispatch Exp
PW Income
Streets Exp
Solid Waste Income
Solid Waste Exp
Bldg Maint Exp
Parks & Rec Income
Parks & Recreation Exp
Aquatics Income
Aquatics Exp
Library Income
Library Exp
City Council Members Exp
General Fund Information Technology Exp
General Fund Transfers
Airport Income
Airport Exp
Utility Income
Utility Admin Exp
Utility/General Transfer
Utility Fund Information Technology Exp
Public Works Admin Exp
Water Srvc Exp
WTP One Exp
WTP Three Exp
Sewer Srvc Exp
WWTP Exp
Effluent Disposal Exp
Booster Pump Stations Exp
Lift Stations Exp
Utility Fund Transfers
LVGC ProShop Income
LVGC Snackbar Income
LVGC ProShop Exp
LVGC Maintenance Exp
INCOME
EXPENSE

Fiscal Year - Lago Vista Golf Course Sales History

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
October - LVGC	$ -	$ 68,810		$ 75,182	$ 65,534	$ 61,014	$ 73,291	$ 55,882	$ 56,207	$ 78,072	$ 56,070	$ 58,153	$ 49,404	$ 39,665	$ 48,811	$104,172	$ 78,199	$ 43,171	$ 39,894	October - LVGC
October - HLGC						$ 29,767	$ 26,850	$ 22,354	$ 17,358	$ 11,255	$ 17,314	$ 24,722	$ -	$ -	$ -	$ -	$ -	$ -		October - HLGC
October - American Girl Grill								$ 4,633	$ 5,090	$ 6,266	$ 6,534	$ -	$ -	$ -	$ -	$ -	$ -	$ -		October - American Girl Grill
October - LVGC Snackbar												$ 19,222	$ 20,370	$ -	$ -	$ -	$ -	$ -	$ 2,850	October - LVGC Snackbar
November - LVGC	$ -	$ 58,871		$ 57,720	$ 60,640	$ 44,530	$ 56,351	$ 61,110	$ 41,581	$ 70,375	$ 33,806	$ 34,646	$ 48,147	$ 39,713	$ 40,528	$ 99,633	$ 73,966	$ 35,466	$ 42,173	November - LVGC
November - HLGC						$ 15,568	$ 22,187	$ 22,839	$ 14,724	$ -	$ 16,285	$ 11,342	$ -	$ -	$ -	$ -	$ -	$ -		November - HLGC
November - American Girl Grill								$ 4,166	$ 3,872	$ 4,076	$ 4,921	$ -	$ -	$ -	$ -	$ -	$ -	$ -		November - American Girl Grill
November - LVGC Snackbar												$ 14,396	$ 18,642	$ -	$ -	$ -	$ -	$ -	$ 2,850	November - LVGC Snackbar
December - LVGC	$ -	$ 50,754		$ 50,374	$ 36,426	$ 54,817	$ 58,023	$ 47,081	$ 40,860	$ 51,074	$ 34,115	$ 28,133	$ 41,024	$ 35,551	$ 38,842	$ 80,636	$ 64,456	$ 31,214	$ 43,449	December - LVGC
December - HLGC						$ 16,734	$ 12,208	$ 15,975	$ 9,673	$ -	$ 15,611	$ 9,397	$ -	$ -	$ -	$ -	$ -	$ -		December - HLGC
December - American Girl Grill								$ 3,271	$ 3,174	$ 3,209	$ 4,858	$ -	$ -	$ -	$ -	$ -	$ -	$ -		December - American Girl Grill
December - LVGC Snackbar												$ 11,922	$ 13,939	$ -	$ -	$ -	$ -	$ -	$ 2,850	December - LVGC Snackbar
January - LVGC	$ -	$ 27,994		$ 57,360	$ 39,341	$ 42,080	$ 55,755	$ 47,966	$ 47,872	$ 37,543	$ 38,660	$ 25,901	$ 31,237	$ 42,689	$ 48,130	$ 86,124	$ 65,756	$ 40,446	$ 30,582	January - LVGC
January - HLGC						$ 11,585	$ 19,150	$ 15,490	$ 13,676	$ 10,883	$ 19,314	$ 12,132	$ -	$ -	$ -	$ -	$ -	$ -		January - HLGC
January - American Girl Grill							$ 458	$ 3,606	$ 3,743	$ 4,142	$ 5,014	$ -	$ -	$ -	$ -	$ -	$ -	$ -		January - American Girl Grill
January - LVGC Snackbar												$ 14,862	$ 13,234	$ -	$ -	$ -	$ -	$ -	$ 2,850	January - LVGC Snackbar
February - LVGC	$173,708	$ 56,183		$ 58,840	$ 51,354	$ 53,485	$ 61,998	$ 73,495	$ 55,750	$ 53,070	$ 59,682	$ 33,900	$ 29,992	$ 54,786	$ 46,595	$ 44,504	$ 51,328	$ 42,026	$ 41,969	February - LVGC
February - HLGC						$ 20,858	$ 18,429	$ 21,094	$ 19,542	$ 15,857	$ 21,146	$ 14,391	$ -	$ -	$ -	$ -	$ -	$ -		February - HLGC
February - American Girl Grill							$ 5,267	$ 5,435	$ 4,333	$ 4,143	$ 3,902	$ -	$ -	$ -	$ -	$ -	$ -	$ -		February - American Girl Grill
February - LVGC Snackbar											$ 2,471	$ 15,357	$ 9,446	$ -	$ -	$ -	$ -	$ -	$ 2,850	February - LVGC Snackbar
March - LVGC	$141,034	$ 80,067		$ 82,646	$ 80,322	$ 88,707	$ 79,587	$ 87,435	$ 88,277	$ 74,459	$ 59,291	$ 49,847	$ 53,679	$ 54,730	$ 50,033	$ 82,545	$ 70,131	$ 54,149	$ 57,418	March - LVGC
March - HLGC						$ 26,966	$ 27,581	$ 34,159	$ 20,968	$ 22,830	$ 25,759	$ 25,147	$ -	$ -	$ -	$ -	$ -	$ -		March - HLGC
March - American Girl Grill							$ 9,161	$ 10,534	$ 8,380	$ 8,931	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		March - American Girl Grill
March - LVGC Snackbar											$ 21,959	$ 31,280	$ 9,396	$ -	$ -	$ -	$ -	$ -	$ 2,850	March - LVGC Snackbar
April - LVGC	$111,828	$ 84,729		$ 80,131	$ 82,690	$ 93,438	$ 87,507	$ 71,700	$ 69,570	$ 73,645	$ 73,867	$ 44,288	$ 49,075	$ 79,318	$ 40,965	$ 84,675	$ 79,796	$ 65,306	$ 65,341	April - LVGC
April - HLGC						$ 33,282	$ 34,837	$ 32,243	$ 19,878	$ 31,624	$ 29,267	$ 21,825	$ -	$ -	$ -	$ -	$ -	$ -		April - HLGC
April - American Girl Grill							$ 7,244	$ 6,323	$ 6,444	$ 6,619	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		April - American Girl Grill
April - LVGC Snackbar											$ 20,933	$ 22,550	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	April - LVGC Snackbar
May - LVGC	$ 66,789	$ 87,227		$ 90,953	$ 91,132	$ 88,898	$ 75,228	$ 80,268	$ 82,951	$ 62,245	$ 50,572	$ 42,377	$ 56,434	$ 48,831	$ 82,573	$ 79,946	$ 71,117	$ 46,573	$ 75,002	May - LVGC
May - HLGC						$ 26,545	$ 22,587	$ 27,998	$ 27,051	$ 25,303	$ 25,290	$ 16,079	$ -	$ -	$ -	$ -	$ -	$ -		May - HLGC
May - American Girl Grill							$ 7,286	$ 7,610	$ 5,869	$ 6,410	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		May - American Girl Grill
May - LVGC Snackbar											$ 16,830	$ 22,241	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	May - LVGC Snackbar
June - LVGC	$ 65,747	$ 87,935		$ 76,487	$ 78,045	$ 69,315	$ 68,444	$ 76,252	$ 83,566	$ 87,189	$ 64,988	$ 39,520	$ 59,749	$ 48,568	$ 90,631	$ 85,261	$ 68,652	$ 50,134		June - LVGC
June - HLGC						$ 26,269	$ 27,704	$ 35,889	$ 24,873	$ 28,687	$ 27,991	$ 21,499	$ -	$ -	$ -	$ -	$ -	$ -		June - HLGC
June - American Girl Grill							$ 6,579	$ 6,991	$ 5,574	$ 7,845	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		June - American Girl Grill
June - LVGC Snackbar											$ 17,213	$ 24,050	$ -	$ -	$ -	$ -	$ -	$ -		June - LVGC Snackbar
July - City - LVGC			$ 35,828	$ 78,723	$ 94,292	$ 97,111	$ 78,576	$ 69,193	$ 65,387	$ 75,638	$ 60,603	$ 39,495	$ 54,824	$ 49,522	$ 99,704	$ 70,680	$ 53,044	$ 42,604		July - City - LVGC
July - HLGC					$ 1,263	$ 28,290	$ 32,031	$ 34,020	$ 24,944	$ 32,104	$ 28,059	$ 18,244	$ -	$ -	$ -	$ -	$ -	$ -		July - HLGC
July - American Girl Grill							$ 6,246	$ 5,555	$ 5,312	$ 7,698	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		July - American Girl Grill
July - LVGC Snackbar											$ 18,918	$ 22,091	$ -	$ -	$ -	$ -	$ -	$ -		July - LVGC Snackbar
August - LVGC	$ 71,628	$ 74,481	$157,377	$152,306	$108,563	$ 100,568	$ 95,897	$ 99,959	$ 92,562	$ 88,064	$ 57,062	$ 27,029	$ 66,932	$ 43,468	$ 92,360	$ 54,518	$ 40,825	$ 34,828		August - LVGC
August - HLGC					$ 22,377	$ 18,293	$ 24,097	$ 24,254	$ 24,461	$ 27,441	$ 14,491	$ 14,186	$ -	$ -	$ -	$ -	$ -	$ -		August - HLGC
August - American Girl Grill							$ 5,369	$ 5,431	$ 5,365	$ 6,494	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		August - American Girl Grill
August - LVGC Snackbar											$ 12,436	$ 18,887	$ -	$ -	$ -	$ -	$ -	$ -		August - LVGC Snackbar
September - LVGC	$ 76,726	$ 76,684	$ 76,121	$ 70,176	$ 73,234	$ 81,150	$ 90,841	$ 86,519	$ 66,417	$ 73,962	$ 54,700	$ 39,175	$ 44,475	$ 47,550	$ 92,386	$ 57,319	$ 46,253	$ 33,133		September - LVGC
September - HLGC					$ 22,783	$ 28,119	$ 28,796	$ 23,149	$ 16,696	$ 24,942	$ 20,392	$ 16,272	$ -	$ -	$ -	$ -	$ -	$ -		September - HLGC
September - American Girl Grill							$ 5,342	$ 5,524	$ 5,014	$ 6,665	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		September - American Girl Grill
September - LVGC Snackbar											$ 13,181	$ 18,760	$ -	$ -	$ -	$ -	$ -	$ -		September - LVGC Snackbar
Totals	$802,637	$831,463	$269,326	$930,898	$907,996	$1,157,389	$1,230,907	$1,235,403	$1,087,014	$1,128,760	$1,053,504	$903,319	$669,998	$584,391	$771,558	$930,013	$763,523	$ 519,050	$ 418,628	Totals

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	11,516,722	386,064.01	10,051,739.59	0.00	1,464,982.41	87.28
11-NON DEPARTMENTAL	31,757	1,190.00	26,615.49	0.00	5,141.51	83.81
12-DEVELOPMENT SERVICES	1,469,039	138,251.16	990,030.16	0.00	479,008.84	67.39
15-MUNICIPAL COURT	135,193	18,731.81	122,467.81	0.00	12,725.19	90.59
20-POLICE DEPARTMENT	121,614	1,076.85	26,889.13	0.00	94,724.87	22.11
30-PUBLIC WORKS/BUILDING	273,373	88,704.33	1,258,155.89	0.00	(984,782.89)	460.23
31-SOLID WASTE	1,327,122	118,506.56	925,603.74	0.00	401,518.26	69.75
34-PARKS & RECREATION	710	0.00	0.00	0.00	710.00	0.00
35-AQUATICS	11,103	0.00	0.00	0.00	11,103.00	0.00
40-AVIATION DEPARTMENT	0	0.00	0.00	0.00	0.00	0.00
45-LIBRARY DEPARTMENT	6,291	1,207.34	4,828.47	0.00	1,462.53	76.75
TOTAL REVENUES	14,892,924	753,732.06	13,406,330.28	0.00	1,486,593.72	90.02
EXPENDITURE SUMMARY						
10-ADMINISTRATION						
PERSONNEL SERVICES	319,964	35,434.37	218,433.13	0.00	101,530.87	68.27
OPERATIONS & MAINTENANCE	37,417	705.67	31,678.59	0.00	5,738.41	84.66
SUPPLIES	7,900	68.28	4,781.37	0.00	3,118.63	60.52
SERVICES	103,000	0.00	29,456.30	0.00	73,543.70	28.60
FIXED ASSETS	0	0.00	2,735.66	0.00	(2,735.66)	0.00
TOTAL 10-ADMINISTRATION	468,281	36,208.32	287,085.05	0.00	181,195.95	61.31
11-NON DEPARTMENTAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	93,600	1,339.85	82,366.60	0.00	11,233.40	88.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	550,600	0.00	16,546.00	0.00	534,054.00	3.01
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-NON DEPARTMENTAL	644,200	1,339.85	98,912.60	0.00	545,287.40	15.35
12-DEVELOPMENT SERVICES						
PERSONNEL SERVICES	662,165	43,193.84	372,106.67	0.00	290,058.33	56.20
OPERATIONS & MAINTENANCE	132,264	8,581.29	65,833.06	0.00	66,430.94	49.77
SUPPLIES	9,500	142.64	2,594.49	0.00	6,905.51	27.31
SERVICES	298,200	46,623.68	228,583.39	0.00	69,616.61	76.65
FIXED ASSETS	35,000	0.00	32,858.00	0.00	2,142.00	93.88
TOTAL 12-DEVELOPMENT SERVICES	1,137,129	98,541.45	701,975.61	0.00	435,153.39	61.73

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
13-FINANCE						
PERSONNEL SERVICES	518,619	56,779.19	359,619.05	0.00	158,999.95	69.34
OPERATIONS & MAINTENANCE	7,565	29.98	7,787.64	0.00	(222.64)	102.94
SUPPLIES	2,000	57.68	437.03	0.00	1,562.97	21.85
SERVICES	102,000	29,909.52	55,323.44	0.00	46,676.56	54.24
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 13-FINANCE	630,184	86,776.37	423,167.16	0.00	207,016.84	67.15
14-HUMAN RESOURSES						
PERSONNEL SERVICES	134,975	137.45	123,889.81	0.00	11,085.19	91.79
OPERATIONS & MAINTENANCE	15,650	1,085.94	7,885.60	0.00	7,764.40	50.39
SUPPLIES	4,500	597.98	2,947.64	0.00	1,552.36	65.50
SERVICES	33,000	2,104.26	23,542.08	0.00	9,457.92	71.34
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 14-HUMAN RESOURSES	188,125	3,925.63	158,265.13	0.00	29,859.87	84.13
15-MUNICIPAL COURT						
PERSONNEL SERVICES	155,202	15,242.67	107,867.86	0.00	47,334.14	69.50
OPERATIONS & MAINTENANCE	25,950	479.28	5,771.05	0.00	20,178.95	22.24
SUPPLIES	750	0.00	124.31	0.00	625.69	16.57
SERVICES	43,300	1,349.30	14,445.40	0.00	28,854.60	33.36
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 15-MUNICIPAL COURT	225,202	17,071.25	128,208.62	0.00	96,993.38	56.93
16-CITY SECRETARY						
PERSONNEL SERVICES	103,209	12,127.55	71,380.75	0.00	31,828.25	69.16
OPERATIONS & MAINTENANCE	23,631	582.76	19,276.26	0.00	4,354.74	81.57
SUPPLIES	1,000	0.00	89.94	0.00	910.06	8.99
SERVICES	17,350	0.00	7,050.00	0.00	10,300.00	40.63
TOTAL 16-CITY SECRETARY	145,190	12,710.31	97,796.95	0.00	47,393.05	67.36
17-ECONOMIC DEVELOPMENT						
PERSONNEL SERVICES	222,051	22,912.70	152,139.62	0.00	69,911.38	68.52
OPERATIONS & MAINTENANCE	135,200	1,256.71	15,334.23	0.00	119,865.77	11.34
SUPPLIES	1,000	0.00	86.43	0.00	913.57	8.64
SERVICES	20,000	0.00	0.00	0.00	20,000.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 17-ECONOMIC DEVELOPMENT	378,251	24,169.41	167,560.28	0.00	210,690.72	44.30
18-LEGAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	40.00	0.00	(40.00)	0.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	405,000	35,221.16	241,813.75	0.00	163,186.25	59.71
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 18-LEGAL	405,000	35,221.16	241,853.75	0.00	163,146.25	59.72

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
20-POLICE DEPARTMENT						
PERSONNEL SERVICES	2,644,091	265,459.61	1,740,050.16	0.00	904,040.84	65.81
OPERATIONS & MAINTENANCE	232,058	5,874.04	129,399.21	0.00	102,658.79	55.76
SUPPLIES	115,950	10,759.73	81,061.71	21,148.72	13,739.57	88.15
SERVICES	163,740	1,570.11	105,585.47	2,363.52	55,791.01	65.93
FIXED ASSETS	120,000	(524,069.25)	0.00	1,642,286.76	(1,522,286.76)	1,368.57
TOTAL 20-POLICE DEPARTMENT	3,275,839	(240,405.76)	2,056,096.55	1,665,799.00	(446,056.55)	113.62
25-DISPATCHING						
PERSONNEL SERVICES	567,791	43,951.55	322,784.75	0.00	245,006.25	56.85
OPERATIONS & MAINTENANCE	10,448	491.56	12,156.15	0.00	(1,708.15)	116.35
SUPPLIES	7,300	563.68	1,778.44	0.00	5,521.56	24.36
SERVICES	31,850	0.00	13,834.00	0.00	18,016.00	43.43
FIXED ASSETS	12,500	0.00	4,788.95	0.00	7,711.05	38.31
TOTAL 25-DISPATCHING	629,889	45,006.79	355,342.29	0.00	274,546.71	56.41
30-PUBLIC WORKS STREETS						
PERSONNEL SERVICES	800,602	63,308.59	547,121.77	0.00	253,480.23	68.34
OPERATIONS & MAINTENANCE	159,020	9,063.91	98,487.25	0.00	60,532.75	61.93
SUPPLIES	270,010	42,309.73	108,506.92	0.00	161,503.08	40.19
SERVICES	320,400	26,261.01	157,568.56	78,608.52	84,222.92	73.71
FIXED ASSETS	12,752	0.00	964,550.65	0.00	(951,798.65)	7,563.92
TOTAL 30-PUBLIC WORKS STREETS	1,562,784	140,943.24	1,876,235.15	78,608.52	(392,059.67)	125.09
31-SOLID WASTE						
OPERATIONS & MAINTENANCE	9,292	2,606.84	10,132.75	0.00	(840.75)	109.05
SUPPLIES	3,500	0.00	2,092.16	0.00	1,407.84	59.78
SERVICES	1,215,579	101,091.97	742,355.41	0.00	473,223.59	61.07
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 31-SOLID WASTE	1,228,371	103,698.81	754,580.32	0.00	473,790.68	61.43
32-BUILDING MAINTENANCE						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	29,600	5,056.56	18,555.56	2,992.26	8,052.18	72.80
SUPPLIES	1,000	0.00	0.00	0.00	1,000.00	0.00
SERVICES	19,000	1,497.00	24,785.87	0.00	(5,785.87)	130.45
TOTAL 32-BUILDING MAINTENANCE	49,600	6,553.56	43,341.43	2,992.26	3,266.31	93.41
34-PARK & RECREATION						
PERSONNEL SERVICES	385,216	36,920.57	237,308.54	0.00	147,907.46	61.60
OPERATIONS & MAINTENANCE	64,689	9,635.94	46,763.56	0.00	17,925.44	72.29
SUPPLIES	19,000	1,182.34	12,298.94	0.00	6,701.06	64.73
SERVICES	68,000	0.00	0.00	0.00	68,000.00	0.00
FIXED ASSETS	590,000	0.00	0.00	0.00	590,000.00	0.00
TOTAL 34-PARK & RECREATION	1,126,905	47,738.85	296,371.04	0.00	830,533.96	26.30

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
35-AQUATICS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	70,850	427.56	41,598.93	0.00	29,251.07	58.71
SUPPLIES	12,000	393.81	2,370.42	0.00	9,629.58	19.75
SERVICES	53,000	0.00	210.00	42,108.00	10,682.00	79.85
FIXED ASSETS	0	34,250.00	102,750.00	69,036.30	(171,786.30)	0.00
TOTAL 35-AQUATICS	135,850	35,071.37	146,929.35	111,144.30	(122,223.65)	189.97
45-LIBRARY DEPARTMENT						
PERSONNEL SERVICES	287,226	29,107.57	198,856.93	0.00	88,369.07	69.23
OPERATIONS & MAINTENANCE	28,102	1,353.10	9,670.09	0.00	18,431.91	34.41
SUPPLIES	20,380	487.79	3,982.33	0.00	16,397.67	19.54
SERVICES	11,100	151.64	4,889.68	0.00	6,210.32	44.05
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 45-LIBRARY DEPARTMENT	346,808	31,100.10	217,399.03	0.00	129,408.97	62.69
50-CITY COUNCIL MEMBERS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	20,000	230.48	13,685.67	0.00	6,314.33	68.43
SUPPLIES	2,500	13.29	277.99	0.00	2,222.01	11.12
SERVICES	3,000	0.00	1,007.00	0.00	1,993.00	33.57
TOTAL 50-CITY COUNCIL MEMBERS	25,500	243.77	14,970.66	0.00	10,529.34	58.71
58-GENERAL FUND INFO TECH						
PERSONNEL SERVICES	319,225	23,681.09	157,239.10	0.00	161,985.90	49.26
OPERATIONS & MAINTENANCE	288,800	5,317.56	104,525.37	0.00	184,274.63	36.19
SUPPLIES	1,200	32.99	32.99	0.00	1,167.01	2.75
SERVICES	198,000	818.86	92,741.62	49,094.00	56,164.38	71.63
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-GENERAL FUND INFO TECH	807,225	29,850.50	354,539.08	49,094.00	403,591.92	50.00
85-DEBT SERVICE						
catg 7 not used	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-GENERAL FUND TRANSFERS						
FIXED ASSETS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL 86-GENERAL FUND TRANSFERS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL EXPENDITURES	14,458,377	515,764.98	8,420,630.05	1,907,638.08	4,130,108.87	71.43
REVENUE OVER/(UNDER) EXPENDITURES	434,547	237,967.08	4,985,700.23	(1,907,638.08)	(2,643,515.15)	708.34

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

11 -HOTEL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
11-HOTEL	329,997	8,873.17	166,923.09	0.00	163,073.91	50.58
TOTAL REVENUES	329,997	8,873.17	166,923.09	0.00	163,073.91	50.58
EXPENDITURE SUMMARY						
11-HOTEL						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
Hotel Fund Expenses	244,000	0.00	116,970.70	0.00	127,029.30	47.94
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-HOTEL	244,000	0.00	116,970.70	0.00	127,029.30	47.94
TOTAL EXPENDITURES	244,000	0.00	116,970.70	0.00	127,029.30	47.94
REVENUE OVER/(UNDER) EXPENDITURES	85,997	8,873.17	49,952.39	0.00	36,044.61	58.09

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

14 -AVIATION FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
40-AVIATION DEPARTMENT	334,565	21,311.51	220,722.11	0.00	113,842.89	65.97
TOTAL REVENUES	334,565	21,311.51	220,722.11	0.00	113,842.89	65.97
EXPENDITURE SUMMARY						
40-AVIATION DEPARTMENT						
PERSONNEL SERVICES	16,797	2,065.82	11,451.76	0.00	5,345.24	68.18
OPERATIONS & MAINTENANCE	34,114	4,548.50	29,955.76	0.00	4,158.24	87.81
SUPPLIES	301,500	31,863.05	128,086.90	2,495.09	170,918.01	43.31
SERVICES	35,300	74.61	29,073.48	0.00	6,226.52	82.36
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 40-AVIATION DEPARTMENT	387,711	38,551.98	198,567.90	2,495.09	186,648.01	51.86
TOTAL EXPENDITURES	387,711	38,551.98	198,567.90	2,495.09	186,648.01	51.86
REVENUE OVER/(UNDER) EXPENDITURES	(53,146)	(17,240.47)	22,154.21	(2,495.09)	(72,805.12)	36.99-

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

15 -MUNICIPAL GOLF COURSE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10 - LVGC PRO SHOP	1,572,375	75,002.24	392,978.43	0.00	1,179,396.57	24.99
20 - LVGC SNACK BAR	34,200	2,850.00	22,800.00	0.00	11,400.00	66.67
30 - LVGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
40 - HLGC PRO SHOP	0	0.00	0.00	0.00	0.00	0.00
50 - HLGC SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
60 - HLGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,606,575	77,852.24	415,778.43	0.00	1,190,796.57	25.88
EXPENDITURE SUMMARY						
LVGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	395,696	34,261.32	238,104.09	0.00	157,591.91	60.17
OPERATIONS & MAINTENANCE	156,638	7,170.48	98,174.67	0.00	58,463.33	62.68
SUPPLIES	53,650	3,894.49	37,551.27	1,058.40	15,040.33	71.97
SERVICES	53,400	2,987.26	23,698.11	0.00	29,701.89	44.38
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC PRO SHOP/SNACK BAR	659,384	48,313.55	397,528.14	1,058.40	260,797.46	60.45
HLGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HLGC PRO SHOP/SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
LVGC MAINTENANCE						
PERSONNEL SERVICES	570,267	53,845.88	238,567.47	0.00	331,699.53	41.83
OPERATIONS & MAINTENANCE	183,424	14,829.08	105,611.14	44,027.38	33,785.48	81.58
SUPPLIES	127,500	3,576.89	56,151.71	14,487.94	56,860.35	55.40
SERVICES	66,000	1,242.20	39,600.40	15,000.00	11,399.60	82.73
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC MAINTENANCE	947,191	73,494.05	439,930.72	73,515.32	433,744.96	54.21
TRANSFER TO DEBT SERVIE						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER TO DEBT SERVIE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION						
CATG 8 NOT USED	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,606,575	121,807.60	837,458.86	74,573.72	694,542.42	56.77
REVENUE OVER/(UNDER) EXPENDITURES	0	(43,955.36)	(421,680.43)	(74,573.72)	496,254.15	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
30-CONTRIBUTION CAPITAL	0	0.00	0.00	0.00	0.00	0.00
50-GENERAL OPERATION	848,642	98,592.52	764,781.89	0.00	83,860.11	90.12
60-WATER SERVICES	5,093,208	456,353.41	3,413,946.96	0.00	1,679,261.04	67.03
70-SEWER SERVICES	4,202,493	335,845.21	2,704,861.94	0.00	1,497,631.06	64.36
80-CAPITAL IMPROVEMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	10,144,343	890,791.14	6,883,590.79	0.00	3,260,752.21	67.86
EXPENDITURE SUMMARY						
55-UTILITIES ADMINISTRATI						
PERSONNEL SERVICES	189,533	12,426.85	118,890.82	0.00	70,642.18	62.73
OPERATIONS & MAINTENANCE	128,415	11,501.64	91,796.82	0.00	36,618.18	71.48
SUPPLIES	44,000	83.25	24,077.80	0.00	19,922.20	54.72
SERVICES	88,000	836.46	25,764.23	0.00	62,235.77	29.28
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 55-UTILITIES ADMINISTRATI	449,948	24,848.20	260,529.67	0.00	189,418.33	57.90
56-GENERAL FUND TRANSFER						
FIXED ASSETS	2,059,643	171,636.92	1,373,095.36	0.00	686,547.64	66.67
TOTAL 56-GENERAL FUND TRANSFER	2,059,643	171,636.92	1,373,095.36	0.00	686,547.64	66.67
57-DEBT SRVCE FUND TRNSF						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 57-DEBT SRVCE FUND TRNSF	0	0.00	0.00	0.00	0.00	0.00
58-UTILITY FUND INFO TECH						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	48,300	1,298.30	20,285.26	0.00	28,014.74	42.00
SUPPLIES	500	0.00	0.00	0.00	500.00	0.00
SERVICES	35,000	272.95	13,937.82	1,998.00	19,064.18	45.53
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-UTILITY FUND INFO TECH	83,800	1,571.25	34,223.08	1,998.00	47,578.92	43.22
59-PUBLIC WORKS ADMIN						
PERSONNEL SERVICES	471,415	47,480.75	312,587.75	0.00	158,827.25	66.31
OPERATIONS & MAINTENANCE	72,977	244.34	39,472.21	0.00	33,504.79	54.09
SUPPLIES	9,700	97.11	2,036.56	0.00	7,663.44	21.00
SERVICES	392,500	1,910.00	302,033.51	249,313.84	(158,847.35)	140.47
FIXED ASSETS	158,000	0.00	7,468.09	0.00	150,531.91	4.73
TOTAL 59-PUBLIC WORKS ADMIN	1,104,592	49,732.20	663,598.12	249,313.84	191,680.04	82.65

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
60-WATER SERVICES						
PERSONNEL SERVICES	608,002	60,416.96	416,849.01	0.00	191,152.99	68.56
OPERATIONS & MAINTENANCE	707,696	45,122.78	233,660.58	38,005.14	436,030.28	38.39
SUPPLIES	99,500	3,260.28	81,321.06	695.40	17,483.54	82.43
SERVICES	53,110	357.99	37,011.81	0.00	16,098.19	69.69
FIXED ASSETS	149,633	0.00	751,067.60	56,470.35	(657,904.95)	539.68
TOTAL 60-WATER SERVICES	1,617,941	109,158.01	1,519,910.06	95,170.89	2,860.05	99.82
65-WATER PLANT ONE						
PERSONNEL SERVICES	200,839	0.00	233.40	0.00	200,605.60	0.12
OPERATIONS & MAINTENANCE	132,001	4,262.77	90,817.41	0.00	41,183.59	68.80
SUPPLIES	56,400	2,317.98	24,404.02	29,786.00	2,209.98	96.08
SERVICES	288,500	16,684.92	73,469.67	0.00	215,030.33	25.47
FIXED ASSETS	101,500	0.00	34,624.49	95,000.00	(28,124.49)	127.71
TOTAL 65-WATER PLANT ONE	779,240	23,265.67	223,548.99	124,786.00	430,905.01	44.70
69-WATER PLANT THREE						
PERSONNEL SERVICES	94,368	8,563.20	64,192.61	0.00	30,175.39	68.02
OPERATIONS & MAINTENANCE	161,418	19,043.16	169,639.04	475,823.00	(484,044.04)	399.87
SUPPLIES	70,800	2,435.14	31,796.04	0.00	39,003.96	44.91
SERVICES	312,800	21,765.06	151,380.70	0.00	161,419.30	48.40
FIXED ASSETS	90,000	7,219.25	78,128.00	45,359.14	(33,487.14)	137.21
TOTAL 69-WATER PLANT THREE	729,386	59,025.81	495,136.39	521,182.14	(286,932.53)	139.34
70-SEWER SERVICES						
PERSONNEL SERVICES	571,260	44,799.03	311,439.04	0.00	259,820.96	54.52
OPERATIONS & MAINTENANCE	585,066	26,512.12	226,736.51	1,575.27	356,754.22	39.02
SUPPLIES	37,000	1,165.39	13,056.40	0.00	23,943.60	35.29
SERVICES	8,700	357.99	2,286.47	0.00	6,413.53	26.28
FIXED ASSETS	14,176	0.00	14,175.50	0.00	0.50	100.00
TOTAL 70-SEWER SERVICES	1,216,202	72,834.53	567,693.92	1,575.27	646,932.81	46.81
75-SEWER PLANT						
PERSONNEL SERVICES	278,496	16,406.26	158,803.29	24,500.00	95,192.71	65.82
OPERATIONS & MAINTENANCE	140,430	11,359.33	107,654.13	45,624.01	(12,848.14)	109.15
SUPPLIES	46,500	5,024.29	29,873.69	0.00	16,626.31	64.24
SERVICES	89,750	11,548.61	87,680.10	2,212.90	(143.00)	100.16
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 75-SEWER PLANT	555,176	44,338.49	384,011.21	72,336.91	98,827.88	82.20
77-EFFLUENT DISPOSAL						
PERSONNEL SERVICES	220,986	15,113.21	106,212.70	0.00	114,773.30	48.06
OPERATIONS & MAINTENANCE	134,574	5,358.77	43,509.03	0.00	91,064.97	32.33
SUPPLIES	18,800	870.24	7,525.48	0.00	11,274.52	40.03
SERVICES	21,000	351.75	1,151.19	0.00	19,848.81	5.48
FIXED ASSETS	0	0.00	0.00	483,830.00	(483,830.00)	0.00
TOTAL 77-EFFLUENT DISPOSAL	395,360	21,693.97	158,398.40	483,830.00	(246,868.40)	162.44

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
79-UTILITY FUND TRANSFER						
catg 3 not used	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 79-UTILITY FUND TRANSFER	0	0.00	0.00	0.00	0.00	0.00
82-BOOSTER PUMP STATIONS						
PERSONNEL SERVICES	32,310	3,273.43	25,594.85	0.00	6,715.15	79.22
OPERATIONS & MAINTENANCE	80,975	6,541.93	35,895.28	0.00	45,079.72	44.33
SUPPLIES	4,650	73.13	810.22	0.00	3,839.78	17.42
SERVICES	17,700	0.00	13,310.00	0.00	4,390.00	75.20
FIXED ASSETS	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL 82-BOOSTER PUMP STATIONS	165,635	9,888.49	75,610.35	0.00	90,024.65	45.65
84-LIFT STATIONS						
PERSONNEL SERVICES	32,310	3,273.42	25,376.75	0.00	6,933.25	78.54
OPERATIONS & MAINTENANCE	160,067	16,137.80	116,772.01	26,563.22	16,731.77	89.55
SUPPLIES	25,250	948.07	2,833.04	0.00	22,416.96	11.22
SERVICES	38,000	0.00	1,658.81	0.00	36,341.19	4.37
FIXED ASSETS	1,434,400	0.00	235,809.90	0.00	1,198,590.10	16.44
TOTAL 84-LIFT STATIONS	1,690,027	20,359.29	382,450.51	26,563.22	1,281,013.27	24.20
85-DEBT SERVICE						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-UTILITY FUND TRANSFERS						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 86-UTILITY FUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	10,846,950	608,352.83	6,138,206.06	1,576,756.27	3,131,987.67	71.13
REVENUE OVER/(UNDER) EXPENDITURES	(702,607)	282,438.31	745,384.73	(1,576,756.27)	128,764.54	118.33

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

40 -CAP IMPROVEMENT PROJECTS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-CAPITAL IMPROVEMENT	0	119,260.95	26,282,883.19	0.00	(26,282,883.19)	0.00
TOTAL REVENUES	0	119,260.95	26,282,883.19	0.00	(26,282,883.19)	0.00
EXPENDITURE SUMMARY						
80-CAPITAL IMPROVEMENT						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	155,804.77	0.00	(155,804.77)	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-CAPITAL IMPROVEMENT	0	0.00	155,804.77	0.00	(155,804.77)	0.00
TOTAL EXPENDITURES	0	0.00	155,804.77	0.00	(155,804.77)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	119,260.95	26,127,078.42	0.00	(26,127,078.42)	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

42 -IMPACT FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
50- INVESTMENT INTEREST	360,631	42,285.95	324,666.65	0.00	35,964.35	90.03
60-WATER IMPACT REVENUE	706,406	55,776.00	302,796.00	0.00	403,610.00	42.86
70-SEWER IMPACT REVENUE	616,940	39,450.00	247,845.00	0.00	369,095.00	40.17
TOTAL REVENUES	1,683,977	137,511.95	875,307.65	0.00	808,669.35	51.98
EXPENDITURE SUMMARY						
10-IMPACT FEE ADMIN						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-IMPACT FEE ADMIN	0	0.00	0.00	0.00	0.00	0.00
60-IMPACT FEE WATER						
OPERATIONS & MAINTENANCE	80,000	0.00	80,000.00	0.00	0.00	100.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 60-IMPACT FEE WATER	80,000	0.00	80,000.00	0.00	0.00	100.00
70-IMPACT FEE SEWER						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 70-IMPACT FEE SEWER	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	80,000	0.00	80,000.00	0.00	0.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	1,603,977	137,511.95	795,307.65	0.00	808,669.35	49.58

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

43 -PARKLAND FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
43 PARK FUND	31,356	3,263.18	25,636.47	0.00	5,719.53	81.76
TOTAL REVENUES	31,356	3,263.18	25,636.47	0.00	5,719.53	81.76
EXPENDITURE SUMMARY						
43 PARK FUND						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 43 PARK FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	31,356	3,263.18	25,636.47	0.00	5,719.53	81.76

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

50 -DEBT SERVICE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-ACCUMULATED INTEREST	46,695	4,934.78	37,490.59	0.00	9,204.41	80.29
85-AD VALOREM & OTHER	2,676,372	26,007.60	2,661,277.12	0.00	15,094.88	99.44
TOTAL REVENUES	2,723,067	30,942.38	2,698,767.71	0.00	24,299.29	99.11
EXPENDITURE SUMMARY						
80-ACCUMULATED INTEREST						
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-ACCUMULATED INTEREST	0	0.00	0.00	0.00	0.00	0.00
85-AD VALOREM & OTHER						
OPERATIONS & MAINTENANCE	8,000	0.00	2,000.00	0.00	6,000.00	25.00
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
AUDITOR ADJ	0	0.00	9,500.00	0.00	(9,500.00)	0.00
FIXED ASSETS	2,676,372	0.00	2,173,081.63	0.00	503,290.37	81.20
TOTAL 85-AD VALOREM & OTHER	2,684,372	0.00	2,184,581.63	0.00	499,790.37	81.38
TOTAL EXPENDITURES	2,684,372	0.00	2,184,581.63	0.00	499,790.37	81.38
REVENUE OVER/(UNDER) EXPENDITURES	38,695	30,942.38	514,186.08	0.00	(475,491.08)	1,328.82

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

60 -GENERAL FUND GRANTS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

90 -GENERAL FIXED ASSETS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

95 -GENERAL LONG-TERM DEBT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

98 -PAYROLL CLEARING ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

99 -DISBURSEMENT ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

Security Bank:

General Account	$	155,867.28
Utility Account	$	921,404.23
Payroll Account	$	4,488.20
Accounts Payable Account	$	(82,542.30)

Logic Investments:

Debt Service	$	1,000,212.05
Debt Service Interest	$	109,238.76
Utility Reserve Account	$	15,933,311.45
Utility Reserve Account Interest	$	1,141,395.63
Impact Fees	$	3,918,949.28
Park Fund	$	624,900.00
Bed Tax	$	934,743.19
Customer Deposits	$	323,860.00
Impact Fees Interest	$	477,247.16
Park Fund Interest	$	90,301.81
Bed Tax Interest	$	101,821.58
Customer Deposits Interest	$	53,015.58
Austin Boulevard Paving	$	26,049.92
Austin Boulevard Paving Interest	$	4,779.08
WasteWater Impact Fees	$	4,534,048.79
WasteWater Impact Fees Interest	$	509,781.78
2017 CO Receiving Acct	$	-
2017 CO Receiving Acct Interest	$	-
2018 LCRA Reuse Water Grant Project	$	6,446.87
2018 LCRA Reuse Water Grant Project Interest	$	2,162.94
Town Center Development	$	959,575.00
Town Center Development Interest	$	111,118.22
General Fund Reserve Account	$	7,402,175.59
General Fund Reserve Account Interest	$	366,964.55
Real Estate	$	1,005,892.43
Real Estate Interest	$	89,908.46
LV Sunset Park	$	252,202.63
LV Sunset Park Interest	$	31,728.84
ARPA Grant	$	1,350,051.48
ARPA Grant Interest	$	164,442.73
WTP Expansion	$	705,756.00
WTP Expansion Interest	$	77,921.90
Waterline: Bar-K to Bronco	$	177,533.99
Waterline: Bar-K to Bronco Interest	$	64,962.87
Street/Roadway Impact Fees	$	1,021,471.17
Street/Roadway Impact Fees Interest	$	32,442.31
2024 CO Receiving Account	$	25,564,498.80
2024 CO Receiving Account Interest	$	505,050.62
TOTAL	$	70,675,180.87

		Budgeted		Actual Collected	Percent Collected
2023-24 Taxes	$	9,636,659	$	9,619,343	99.82%
Delinquent Taxes	$	-	$	31,367	0.33%
Total	$	9,636,659	$	9,650,710	100.15%

Revenues for Fiscal Year without Transfers:

General Fund	$	12,534,931.70
Utility Fund	$	7,723,763.51
Golf Course Fund	$	490,786.73
Aviation Fund	$	254,717.10
Hotel Fund	$	171,494.51
	$	21,175,693.55

Expenditures for Fiscal Year without transfers:

General Fund	9,587,183.65
Utility Fund	7,044,288.92
Golf Course Fund	1,005,549.59
Aviation Fund	236,580.94
Hotel Fund	116,970.70
	17,990,573.80

General Fund Revenue and Expenses this yr vs last yr

PREVIOUS YEAR
CURRENT YEAR

General Fund WITHOUT Transfer		General Fund WITH Transfer		Amount of Transfer	Variances	Description	Explanation for Significant Variances Year over Year > or = to $250,000
JUN 23 INCOME	$477,689	JUN 23 INCOME	$649,326	(171,636.92)			
JUN 24 INCOME	$501,697	JUN 24 INCOME	$673,334	(171,636.92)	$24,007.80	Income (Monthly)	
YTD JUN 23 INCOME	$10,471,572	YTD JUN 23 INCOME	$12,016,304	(1,544,732.28)			
YTD JUN 24 INCOME	$12,534,932	YTD JUN 24 INCOME	$14,079,664	(1,544,732.28)	$2,063,359.85	Income (Year to Date)	Main contributing factor are an increase totaling **$2,111,210.25** = $1,289,027.71 in Ad Valorem Tax Revenue, $128,034.25 in Grants, and $694,148.29 in Public Works for a contribution from Capital Metro.
JUN 23 EXPENSES	$1,015,521	JUN 23 EXPENSES	$1,015,521	0.00			
JUN 24 EXPENSES	$826,492	JUN 24 EXPENSES	$826,492	0.00	($189,029.14)	Expenses (Monthly)	
YTD JUN 23 EXPENSES	$8,952,673	YTD JUN 23 EXPENSES	$8,952,673	0.00			
YTD JUN 24 EXPENSES	$9,587,184	YTD JUN 24 EXPENSES	$9,587,184	0.00	$634,510.43	Expenses (Year to Date)	Main contributing factors are increased expenses for the Public Works/Street Department totaling **$672,760.62** = [Personnel $100,994.43, Operations & Maintenance ($4,487.28), Supplies $70,179.63, Services $148,350.58, Fixed Asset $218,213.03, and Total Encumbered $139,510.23]

Utility Fund WITHOUT Transfer		Utility Fund WITH Transfer					
JUN 23 INCOME	$880,330	JUN 23 INCOME	$880,330	0.00			
JUN 24 INCOME	$840,173	JUN 24 INCOME	$840,173	0.00	($40,157.27)	Income (Monthly)	
YTD JUN 23 INCOME	$7,435,241	YTD JUN 23 INCOME	$7,435,241	0.00			
YTD JUN 24 INCOME	$7,723,764	YTD JUN 24 INCOME	$7,723,764	0.00	$288,522.68	Income (Year to Date)	Main contributing factor are an increase totaling **$283,545.72** = $237,568.28 in General Operations and $45,977.44 in Water Services.
JUN 23 EXPENSES	$384,135	JUN 23 EXPENSES	$555,772	(171,636.92)			
JUN 24 EXPENSES	$476,469	JUN 24 EXPENSES	$648,106	(171,636.92)	$92,333.40	Expenses (Monthly)	
YTD JUN 23 EXPENSES	$4,082,197	YTD JUN 23 EXPENSES	5,626,929.07	(1,544,732.28)			
YTD JUN 24 EXPENSES	$7,044,289	YTD JUN 24 EXPENSES	8,589,021.20	(1,544,732.28)	$2,962,092.13	Expenses (Year to Date)	Main contributing fators are an increase of **$2,764,127.64** = [Public Works Administration $637,668.44, Water Services $360,842.37, Water Plant #1 ($110,303.06), Water Plant #3 $686,702.88, Sewer Services $106,179.69, WWTP $120,541.26, and Effluent Disposal $962,496.06]

Golf Course Fund WITHOUT Transfer		Golf Course Fund WITH Transfer				
JUN 23 INCOME	$50,134	JUN 23 INCOME	$50,134	0.00		
JUN 24 INCOME	$75,008	JUN 24 INCOME	$75,008	0.00	$24,874.42	Income (Monthly)
YTD JUN 23 INCOME	$408,495	YTD JUN 23 INCOME	$408,495	0.00		
YTD JUN 24 INCOME	$490,787	YTD JUN 24 INCOME	$490,787	0.00	$82,292.14	Income (Year to Date)
JUN 23 EXPENSES	$122,108	JUN 23 EXPENSES	$122,108	0.00		
JUN 24 EXPENSES	$99,693	JUN 24 EXPENSES	$99,693	0.00	($22,414.29)	Expenses (Monthly)
YTD JUN 23 EXPENSES	$992,703	YTD JUN 23 EXPENSES	$992,703	0.00		
YTD JUN 24 EXPENSES	$1,005,550	YTD JUN 24 EXPENSES	$1,005,550	0.00	$12,846.64	Expenses (Year to Date)

Aviation Fund			
JUN 23 INCOME	$53,058		
JUN 24 INCOME	$33,995	($19,063.19)	Income (Monthly)
YTD JUN 23 INCOME	$245,848		
YTD JUN 24 INCOME	$254,717	$8,869.44	Income (Year to Date)
JUN 23 EXPENSES	$38,477		
JUN 24 EXPENSES	$36,363	($2,113.79)	Expenses (Monthly)
YTD JUN 23 EXPENSES	$210,752		
YTD JUN 24 EXPENSES	$236,581	$25,828.79	Expenses (Year to Date)

Hotel Fund	
YTD JUN 24 INCOME	$171,495
YTD JUN 24 EXPENSES	$116,971

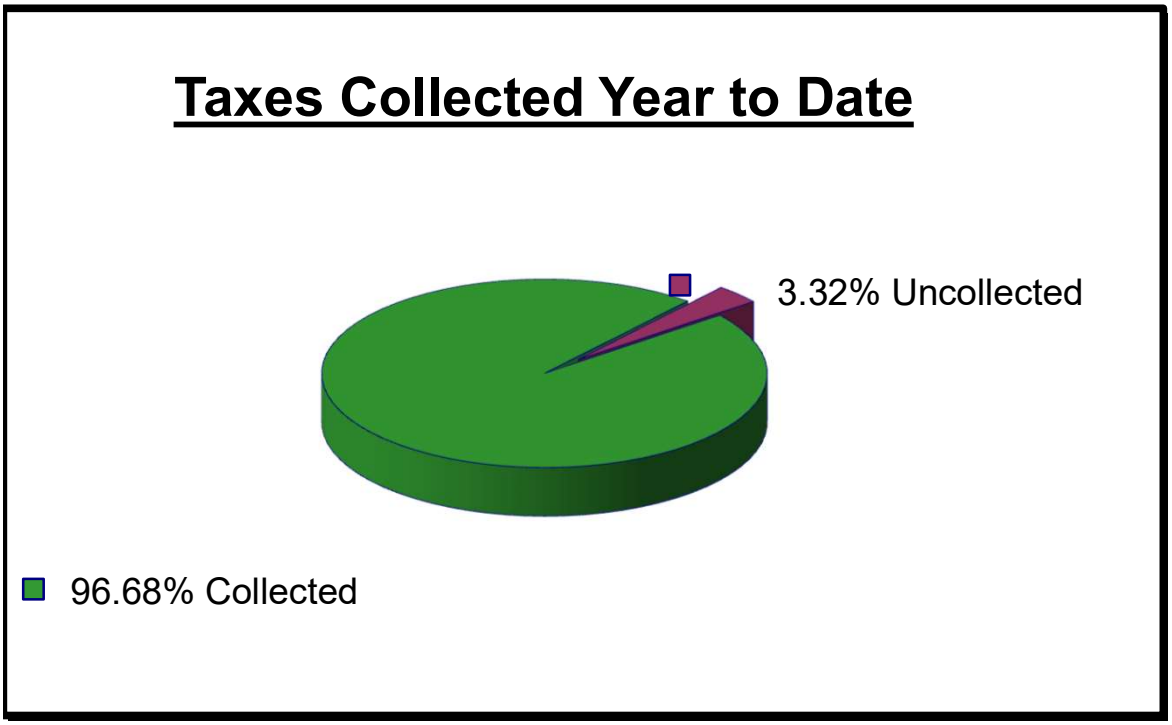
CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

AS OF JUNE 30, 2024 - FISCAL YEAR END SEPTEMBER 30, 2024 - Ad Valorem Taxes

Ad Valorem Taxes

A 0.4139 tax rate and anticipated collection rate of 100% equates to anticipated collection: $9,999,062.51

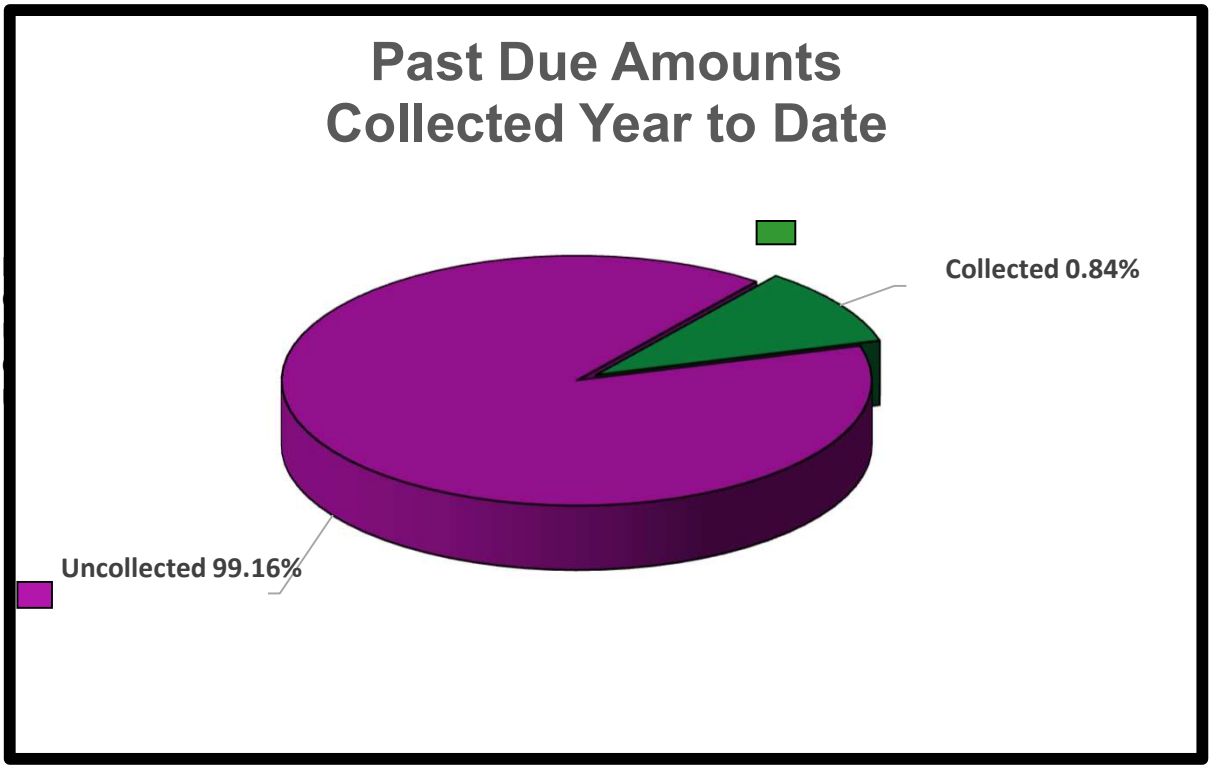
Current Taxes for Year 2023 - Billed by Travis County Tax Office:	$	9,999,062.51
Tax Adjustments for Year 2023 from Travis County Tax Office:	$	96,210.71
Current Taxes for Year 2023 after adjustments:	$	9,902,851.80
Base Tax Amount Collected by Travis County Tax Office for 2023:	$	9,638,208.88
Base Tax Reversals for Year 2023 by Travis County Tax Office:	$	64,259.61
Net Base Tax Collected for Year 2023 by Travis County:	$	9,573,949.27
Percentage Collected:		96.68%
Amount Still Due for 2023 Taxes:	$	328,902.53
Penalty and Interest Collected for 2023	$	44,615.52
Penalty and Interest Reversals for 2023	$	(777.90)
Net Penalty and Interest Collected for 2023 by Travis County:	$	45,393.42
Total Amount paid to City of Lago Vista for 2023 Taxes:	$	9,619,342.69

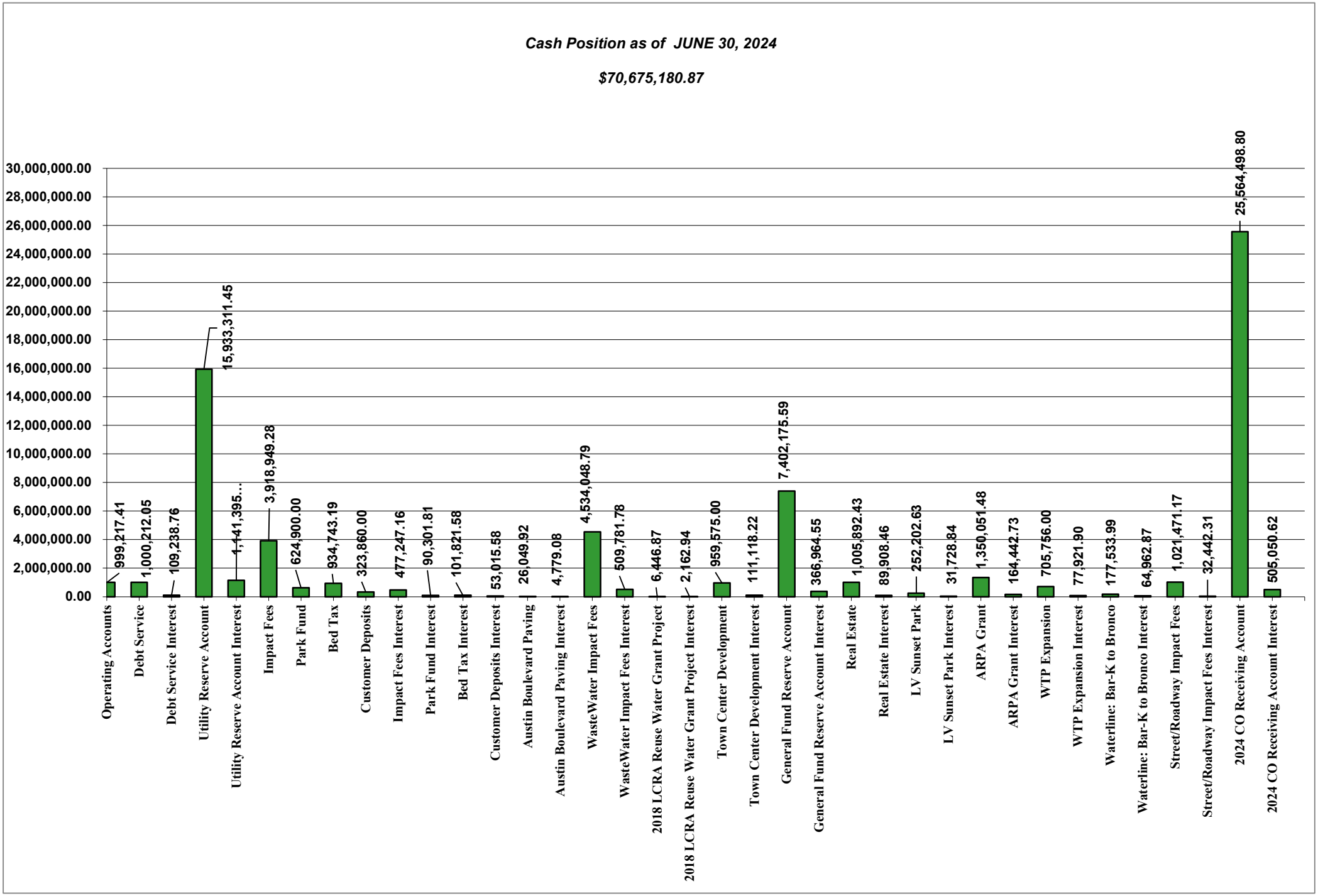


CITY OF LAGO VISTA MONTHLY FINANCIAL REPORT

As of JUNE 30, 2024 - Ad Valorem Taxes Past Due from Previous Years

Past Due Taxes from 1973 - 2022	$	378,949.53
Tax Adjustments from Travis County Tax Office:	$	100,735.84
Past Due Taxes after adjustments:	$	278,213.69
Base Tax Amount Collected by Travis County Tax Office:	$	102,930.64
Base Tax Reversals for Past Due by Travis County Tax Office:	$	100,582.96
Net Base Tax Collected for Past Due by Travis County:	$	2,347.68
Percentage Collected:		0.84%
Amount Still Due for Past Due Taxes:	$	275,866.01
Penalty and Interest Collected for Past Due Amounts:	$	29,229.80
Penalty and Interest Reversals for Past Due Amounts:	$	210.55
Net Penalty and Interest Collected by Travis County:	$	29,019.25
Total Amount paid to City of Lago Vista for Past Due Taxes:	$	31,366.93




Cash Position as of JUNE 30, 2024
$70,675,180.87
30,000,000.00
28,000,000.00
26,000,000.00
24,000,000.00
22,000,000.00
20,000,000.00
18,000,000.00
16,000,000.00
14,000,000.00
12,000,000.00
10,000,000.00
8,000,000.00
6,000,000.00
4,000,000.00
2,000,000.00
0.00
Operating Accounts 999,217.41
Debt Service 1,000,212.05
Debt Service Interest 109,238.76
Utility Reserve Account 15,933,311.45
Utility Reserve Account Interest 1,441,395...
Impact Fees 3,918,949.28
Park Fund 624,900.00
Bed Tax 934,743.19
Customer Deposits 323,860.00
Impact Fees Interest 477,247.16
Park Fund Interest 90,301.81
Bed Tax Interest 101,821.58
Customer Deposits Interest 53,015.58
Austin Boulevard Paving 26,049.92
Austin Boulevard Paving Interest 4,779.08
WasteWater Impact Fees 4,534,048.79
WasteWater Impact Fees Interest 509,781.78
2018 LCRA Reuse Water Grant Project 6,446.87
2018 LCRA Reuse Water Grant Project Interest 2,162.94
Town Center Development 959,575.00
Town Center Development Interest 111,118.22
General Fund Reserve Account 7,402,175.59
General Fund Reserve Account Interest 366,964.55
Real Estate 1,005,892.43
Real Estate Interest 89,908.46
LV Sunset Park 252,202.63
LV Sunset Park Interest 31,728.84
ARPA Grant 1,350,051.48
ARPA Grant Interest 164,442.73
WTP Expansion 705,756.00
WTP Expansion Interest 77,921.90
Waterline: Bar-K to Bronco 177,533.99
Waterline: Bar-K to Bronco Interest 64,962.87
Street/Roadway Impact Fees 1,021,471.17
Street/Roadway Impact Fees Interest 32,442.31
2024 CO Receiving Account 25,564,498.80
2024 CO Receiving Account Interest 505,050.62

Logic Government Investment Co-Op-FD Jun-24
Average Monthly Interest Rate = 5.4105%
Average Weighted Average Maturity = 46 Days
Net Asset Value for 06/30/2024 = 0.999742
All Accounts Held in Government Pools

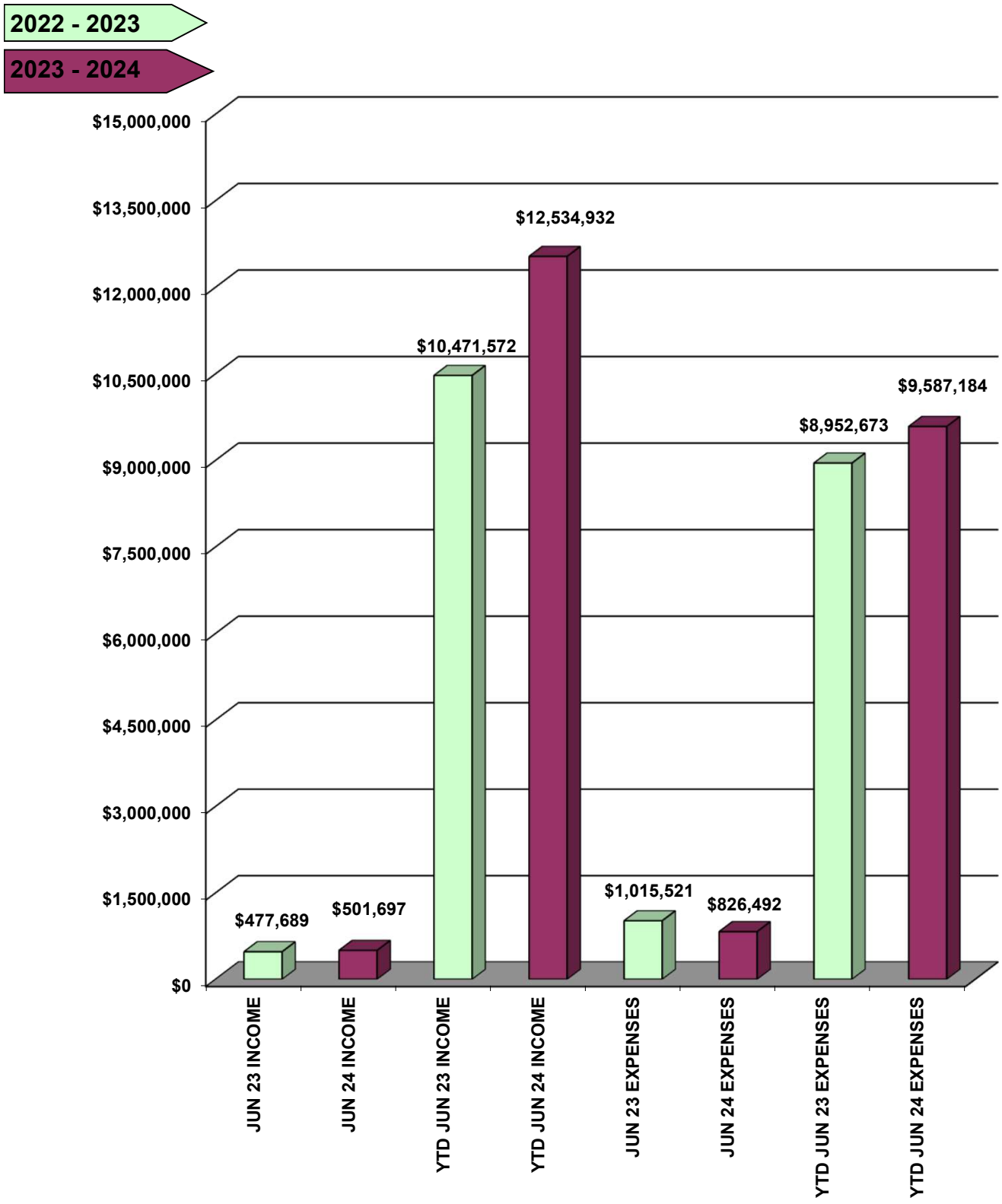
Account	Description	Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance
Logic #03	Debt Service	06/1/24-06/30/24	$ 982,513.31	$ 17,698.74	$ 4,424.28	$ 4,424.28	$ 1,000,212.05
Logic #04	Debt Service Interest	06/1/24-06/30/24	$ 104,351.90	$ 4,424.28	$ 462.58	$ -	$ 109,238.76
Logic #05	Utility Reserve Account	06/1/24-06/30/24	$ 15,933,311.45	$ -	$ 70,855.17	$ 70,855.17	$ 15,933,311.45
Logic #06	Utility Reserve Account Interest	06/1/24-06/30/24	$ 1,065,824.13	$ 70,855.17	$ 4,716.33	$ -	$ 1,141,395.63
Logic #61	Impact Fees	06/1/24-06/30/24	$ 3,863,173.28	$ 55,776.00	$ 17,212.59	$ 17,212.59	$ 3,918,949.28
Logic #62	Park Fund	06/1/24-06/30/24	$ 624,900.00	$ -	$ 2,778.93	$ 2,778.93	$ 624,900.00
Logic #63	Bed Tax	06/1/24-06/30/24	$ 930,475.55	$ 4,267.64	$ 4,140.33	$ 4,140.33	$ 934,743.19
Logic #66	Customer Deposits	06/1/24-06/30/24	$ 322,200.00	$ 1,660.00	$ 1,433.79	$ 1,433.79	$ 323,860.00
Logic #71	Impact Fees Interest	06/1/24-06/30/24	$ 458,003.65	$ 17,212.59	$ 2,030.92	$ -	$ 477,247.16
Logic #72	Park Fund Interest	06/1/24-06/30/24	$ 87,136.35	$ 2,778.93	$ 386.53	$ -	$ 90,301.81
Logic #73	Bed Tax Interest	06/1/24-06/30/24	$ 97,250.16	$ 4,140.33	$ 431.09	$ -	$ 101,821.58
Logic #76	Customer Deposits Interest	06/1/24-06/30/24	$ 51,353.92	$ 1,433.79	$ 227.87	$ -	$ 53,015.58
Logic #96	Austin Boulevard Paving	06/1/24-06/30/24	$ 26,049.92	$ -	$ 115.84	$ 115.84	$ 26,049.92
Logic #97	Austin Boulevard Paving Interest	06/1/24-06/30/24	$ 4,642.61	$ 115.84	$ 20.63	$ -	$ 4,779.08
Logic #104	WasteWater Impact Fees	06/1/24-06/30/24	$ 4,494,598.79	$ 39,450.00	$ 20,010.82	$ 20,010.82	$ 4,534,048.79
Logic #105	WasteWater Impact Fees Interest	06/1/24-06/30/24	$ 487,609.34	$ 20,010.82	$ 2,161.62	$ -	$ 509,781.78
Logic #136	2018 LCRA Reuse Water Grant Project	06/1/24-06/30/24	$ 6,446.87	$ -	$ 28.70	$ 28.70	$ 6,446.87
Logic #137	2018 LCRA Reuse Water Grant Project Interest	06/1/24-06/30/24	$ 2,124.82	$ 28.70	$ 9.42	$ -	$ 2,162.94
Logic #138	Town Center Development	06/1/24-06/30/24	$ 959,575.00	$ -	$ 4,267.25	$ 4,267.25	$ 959,575.00
Logic #139	Town Center Development Interest	06/1/24-06/30/24	$ 106,379.36	$ 4,267.25	$ 471.61	$ -	$ 111,118.22
Logic #144	General Fund Reserve Account	06/1/24-06/30/24	$ 7,402,175.59	$ -	$ 32,917.35	$ 32,917.35	$ 7,402,175.59
Logic #145	General Fund Reserve Account Interest	06/1/24-06/30/24	$ 332,578.80	$ 32,917.35	$ 1,468.40	$ -	$ 366,964.55
Logic #146	Real Estate	06/1/24-06/30/24	$ 1,005,892.43	$ -	$ 4,473.19	$ 4,473.19	$ 1,005,892.43
Logic #147	Real Estate Interest	06/1/24-06/30/24	$ 85,058.51	$ 4,473.19	$ 376.76	$ -	$ 89,908.46
Logic #170	LV Sunset Park	06/1/24-06/30/24	$ 252,202.63	$ -	$ 1,121.52	$ 1,121.52	$ 252,202.63
Logic #171	LV Sunset Park Interest	06/1/24-06/30/24	$ 30,472.19	$ 1,121.52	$ 135.13	$ -	$ 31,728.84
Logic #172	ARPA Grant	06/1/24-06/30/24	$ 1,350,051.48	$ -	$ 6,003.65	$ 6,003.65	$ 1,350,051.48
Logic #173	ARPA Grant Interest	06/1/24-06/30/24	$ 157,739.67	$ 6,003.65	$ 699.41	$ -	$ 164,442.73
Logic #174	WTP Expansion	06/1/24-06/30/24	$ 712,975.25	$ -	$ 3,144.93	$ 10,364.18	$ 705,756.00
Logic #175	WTP Expansion Interest	06/1/24-06/30/24	$ 74,447.02	$ 3,144.93	$ 329.95	$ -	$ 77,921.90
Logic #176	Waterline: Bar-K to Bronco	06/1/24-06/30/24	$ 177,533.99	$ -	$ 789.50	$ 789.50	$ 177,533.99
Logic #177	Waterline: Bar-K to Bronco Interest	06/1/24-06/30/24	$ 63,889.59	$ 789.50	$ 283.78	$ -	$ 64,962.87
Logic #178	Street/Roadway Impact Fees	06/1/24-06/30/24	$ 827,056.62	$ 194,414.55	$ 3,809.01	$ 3,809.01	$ 1,021,471.17
Logic #179	Street/Roadway Impact Fees Interest	06/1/24-06/30/24	$ 133,828.02	$ 3,809.01	$ 515.50	$ 105,710.22	$ 32,442.31
Logic #180	2024 CO Receiving Account	06/1/24-06/30/24	$ 25,631,533.80	$ -	$ 113,812.62	$ 180,847.62	$ 25,564,498.80
Logic #181	2024 CO Receiving Account Interest	06/1/24-06/30/24	$ 389,541.24	$ 113,812.62	$ 1,696.76	$ -	$ 505,050.62
			$ -	$ -	$ -	$ -	$ -
		06/1/24-06/30/24	$ 69,234,897.24	$ 604,606.40	$ 307,763.76	$ 471,303.94	$ 69,675,963.46
Totals		Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance

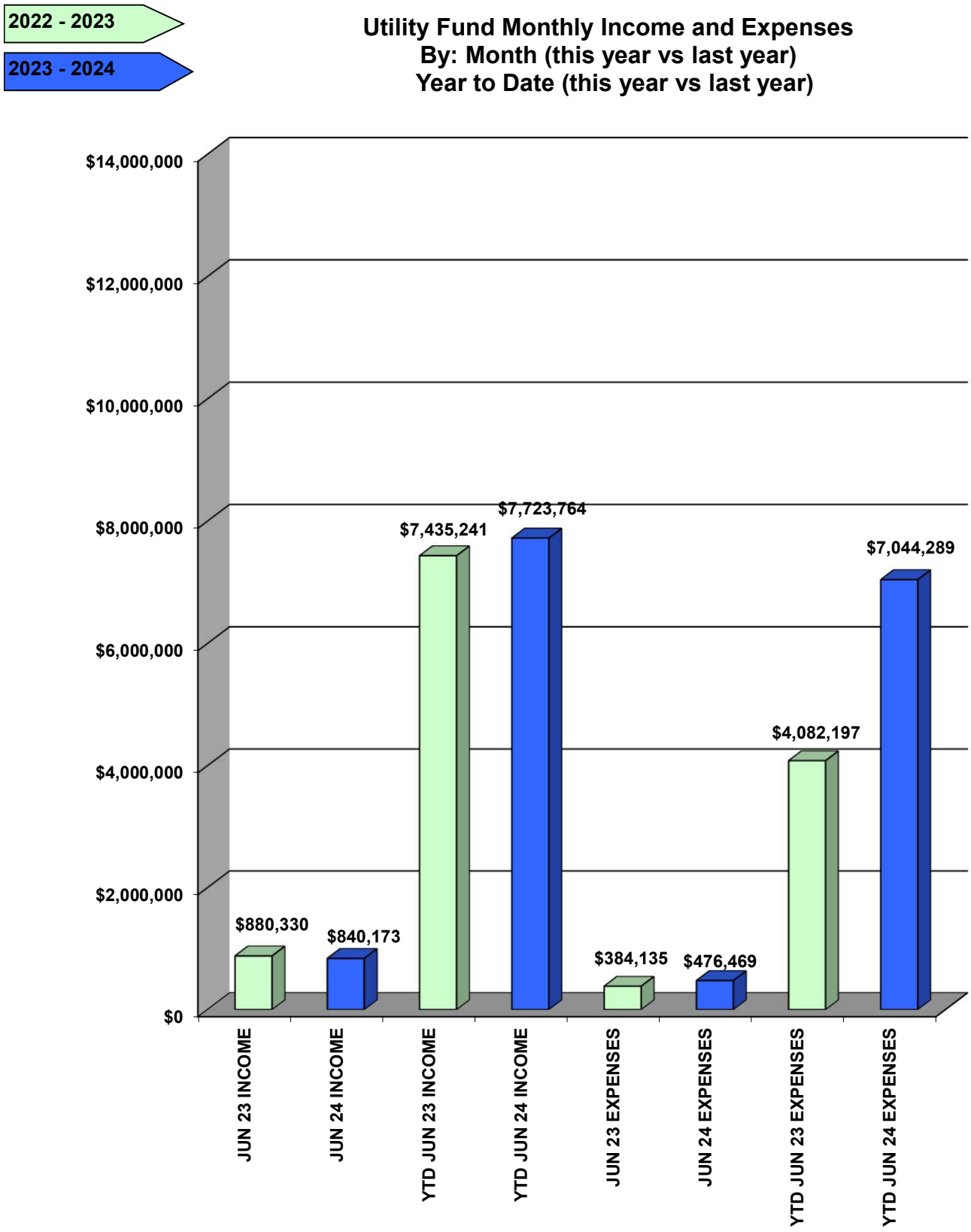
Logic Government Investment Co-Op-FD
Average Monthly Interest Rate = 5.428566%
Average Weighted Average Maturity = 43.33 Days
Net Average Asset Value for Qtr Ending 06/30/2024 = 0.999742
All Accounts Held in Government Pools

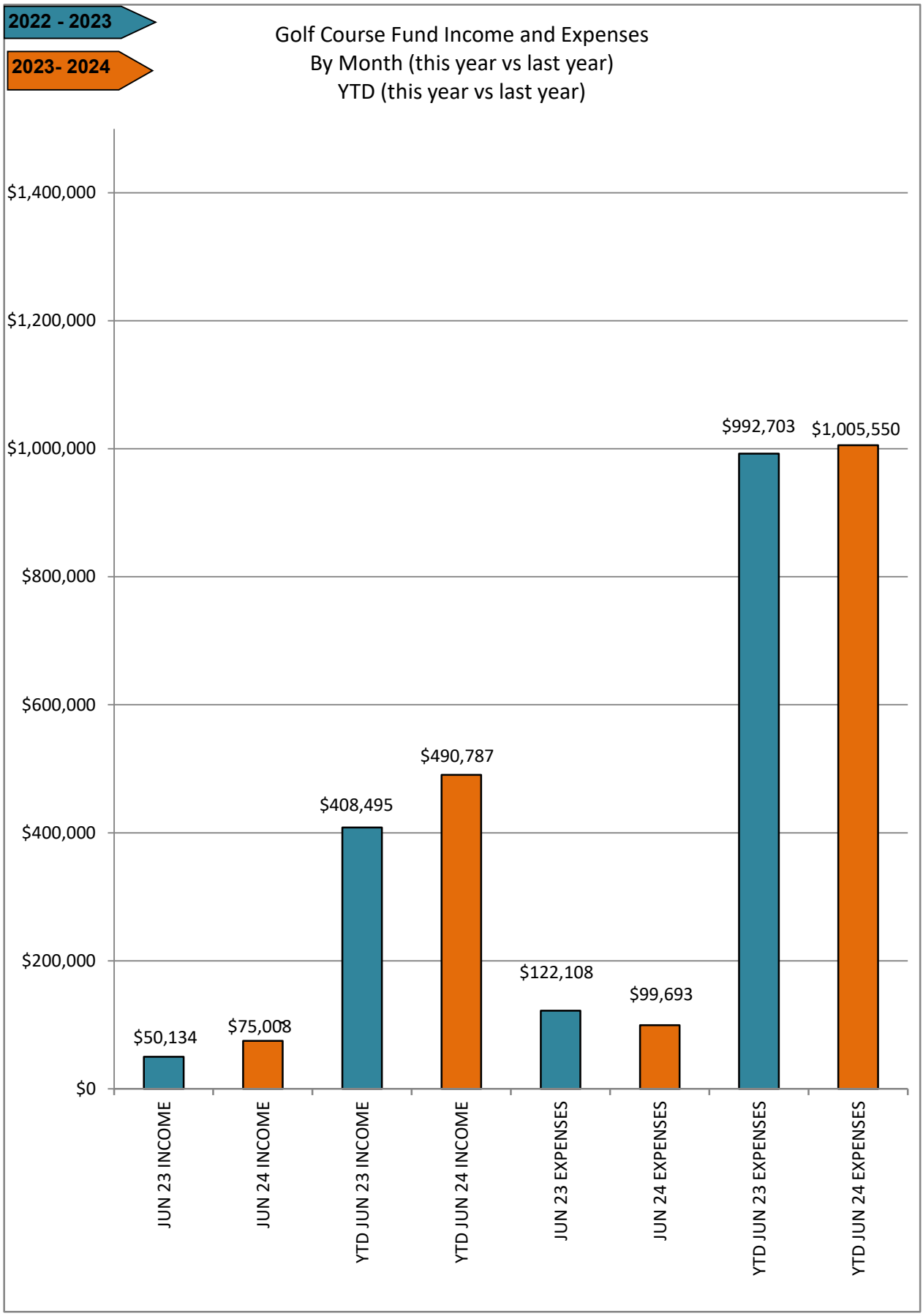
Quarter Ending 06/30/2024

Account	Description	Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance
Logic #03	Debt Service	04/1/24-06/30/24	$ 920,630.80	$ 79,581.25	$ 13,143.81	$ 13,143.81	$ 1,000,212.05
Logic #04	Debt Service Interest	04/1/24-06/30/24	$ 95,247.07	$ 13,143.81	$ 1,347.88	$ 500.00	$ 109,238.76
Logic #05	Utility Reserve Account	04/1/24-06/30/24	$ 15,433,311.45	$ 500,000.00	$ 214,819.36	$ 214,819.36	$ 15,933,311.45
Logic #06	Utility Reserve Account Interest	04/1/24-06/30/24	$ 1,160,569.16	$ 214,819.36	$ 15,027.13	$ 249,020.02	$ 1,141,395.63
Logic #61	Impact Fees	04/1/24-06/30/24	$ 3,779,509.28	$ 139,440.00	$ 51,809.18	$ 51,809.18	$ 3,918,949.28
Logic #62	Park Fund	04/1/24-06/30/24	$ 624,900.00	$ -	$ 8,457.43	$ 8,457.43	$ 624,900.00
Logic #63	Bed Tax	04/1/24-06/30/24	$ 929,812.35	$ 30,430.84	$ 12,429.28	$ 37,929.28	$ 934,743.19
Logic #66	Customer Deposits	04/1/24-06/30/24	$ 323,110.00	$ 5,330.00	$ 4,390.68	$ 8,970.68	$ 323,860.00
Logic #71	Impact Fees Interest	04/1/24-06/30/24	$ 419,508.01	$ 51,809.18	$ 5,929.97	$ -	$ 477,247.16
Logic #72	Park Fund Interest	04/1/24-06/30/24	$ 80,709.88	$ 8,457.43	$ 1,134.50	$ -	$ 90,301.81
Logic #73	Bed Tax Interest	04/1/24-06/30/24	$ 88,139.54	$ 12,429.28	$ 1,252.76	$ -	$ 101,821.58
Logic #76	Customer Deposits Interest	04/1/24-06/30/24	$ 47,953.56	$ 4,390.68	$ 671.34	$ -	$ 53,015.58
Logic #96	Austin Boulevard Paving	04/1/24-06/30/24	$ 26,049.92	$ -	$ 352.52	$ 352.52	$ 26,049.92
Logic #97	Austin Boulevard Paving Interest	04/1/24-06/30/24	$ 4,365.64	$ 352.52	$ 60.92	$ -	$ 4,779.08
Logic #104	WasteWater Impact Fees	04/1/24-06/30/24	$ 4,427,248.79	$ 106,800.00	$ 60,446.34	$ 60,446.34	$ 4,534,048.79
Logic #105	WasteWater Impact Fees Interest	04/1/24-06/30/24	$ 443,047.12	$ 60,446.34	$ 6,288.32	$ -	$ 509,781.78
Logic #136	2018 LCRA Reuse Water Grant Project	04/1/24-06/30/24	$ 6,446.87	$ -	$ 87.29	$ 87.29	$ 6,446.87
Logic #137	2018 LCRA Reuse Water Grant Project Interest	04/1/24-06/30/24	$ 2,047.36	$ 87.29	$ 28.29	$ -	$ 2,162.94
Logic #138	Town Center Development	04/1/24-06/30/24	$ 959,575.00	$ -	$ 12,986.97	$ 12,986.97	$ 959,575.00
Logic #139	Town Center Development Interest	04/1/24-06/30/24	$ 96,758.59	$ 12,986.97	$ 1,372.66	$ -	$ 111,118.22
Logic #144	General Fund Reserve Account	04/1/24-06/30/24	$ 7,152,175.59	$ 250,000.00	$ 99,770.02	$ 99,770.02	$ 7,402,175.59
Logic #145	General Fund Reserve Account Interest	04/1/24-06/30/24	$ 263,178.29	$ 99,770.02	$ 4,016.24	$ -	$ 366,964.55
Logic #146	Real Estate	04/1/24-06/30/24	$ 1,005,892.43	$ -	$ 13,613.77	$ 13,613.77	$ 1,005,892.43
Logic #147	Real Estate Interest	04/1/24-06/30/24	$ 75,212.13	$ 13,613.77	$ 1,082.56	$ -	$ 89,908.46
Logic #170	LV Sunset Park	04/1/24-06/30/24	$ 252,202.63	$ -	$ 3,413.31	$ 3,413.31	$ 252,202.63
Logic #171	LV Sunset Park Interest	04/1/24-06/30/24	$ 27,920.93	$ 3,413.31	$ 394.60	$ -	$ 31,728.84
Logic #172	ARPA Grant	04/1/24-06/30/24	$ 1,350,051.48	$ -	$ 18,271.61	$ 18,271.61	$ 1,350,051.48
Logic #173	ARPA Grant Interest	04/1/24-06/30/24	$ 144,131.16	$ 18,271.61	$ 2,039.96	$ -	$ 164,442.73
Logic #174	WTP Expansion	04/1/24-06/30/24	$ 727,246.88	$ -	$ 9,721.67	$ 31,212.55	$ 705,756.00
Logic #175	WTP Expansion Interest	04/1/24-06/30/24	$ 67,242.83	$ 9,721.67	$ 957.40	$ -	$ 77,921.90
Logic #176	Waterline: Bar-K to Bronco	04/1/24-06/30/24	$ 214,817.49	$ -	$ 2,503.08	$ 39,786.58	$ 177,533.99
Logic #177	Waterline: Bar-K to Bronco Interest	04/1/24-06/30/24	$ 61,610.74	$ 2,503.08	$ 849.05	$ -	$ 64,962.87
Logic #178	Street/Roadway Impact Fees	04/1/24-06/30/24	$ 746,384.49	$ 283,039.35	$ 11,200.14	$ 19,152.81	$ 1,021,471.17
Logic #179	Street/Roadway Impact Fees Interest	04/1/24-06/30/24	$ 20,460.90	$ 116,910.36	$ 781.27	$ 105,710.22	$ 32,442.31
Logic #180	2024 CO Receiving Account	04/1/24-06/30/24	$ 25,700,033.80	$ -	$ 347,019.11	$ 482,554.11	$ 25,564,498.80
Logic #181	2024 CO Receiving Account Interest	04/1/24-06/30/24	$ 154,398.19	$ 347,019.11	$ 3,633.32	$ -	$ 505,050.62
			$ -	$ -	$ -	$ -	$ -
		04/1/24-06/30/24	$ 67,831,900.35	$ 2,384,767.23	$ 931,303.74	$ 1,472,007.86	$ 69,675,963.46
Totals		Period	Beginning Balance	Transfers In	Interest Earned	Transfers Out	Ending Balance

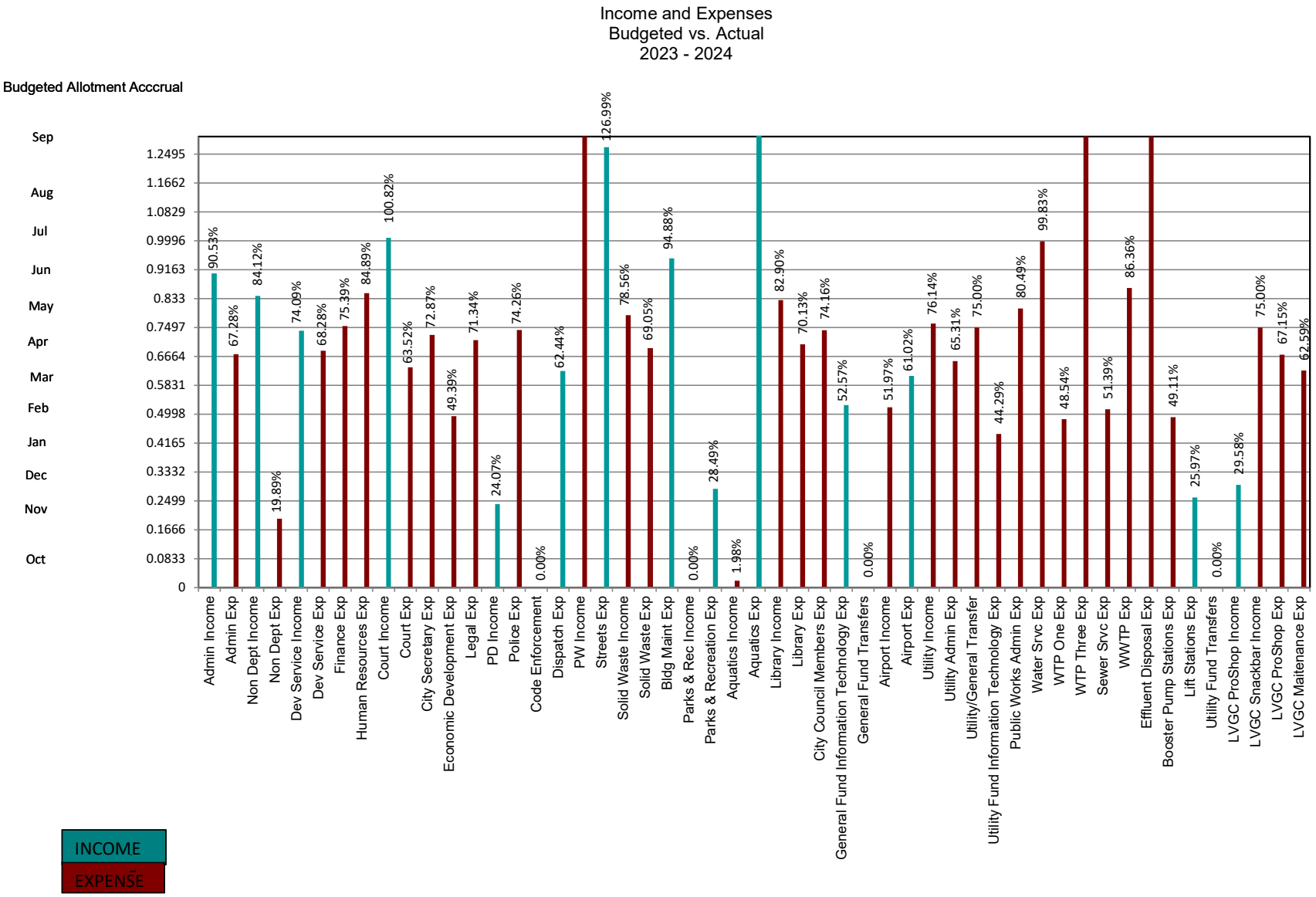
General Fund Monthly Income and Expense
By: Month (this Year vs Last Year)
Year to Date (this Year vs Last Year)




2022 - 2023
2023 - 2024
Utility Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
$880,330
$840,173
$7,435,241
$7,723,764
$384,135
$476,469
$4,082,197
$7,044,289
JUN 23 INCOME
JUN 24 INCOME
YTD JUN 23 INCOME
YTD JUN 24 INCOME
JUN 23 EXPENSES
JUN 24 EXPENSES
YTD JUN 23 EXPENSES
YTD JUN 24 EXPENSES


2022 - 2023
2023- 2024
Golf Course Fund Income and Expenses
By Month (this year vs last year)
YTD (this year vs last year)
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
$50,134
$75,008
$408,495
$490,787
$122,108
$99,693
$992,703
$1,005,550
JUN 23 INCOME
JUN 24 INCOME
YTD JUN 23 INCOME
YTD JUN 24 INCOME
JUN 23 EXPENSES
JUN 24 EXPENSES
YTD JUN 23 EXPENSES
YTD JUN 24 EXPENSES

2022 - 2023
2023 - 2024
Aviation Fund Monthly Income and Expenses
By: Month (this year vs last year)
Year to Date (this year vs last year)
$500,000
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
$53,058
$33,995
$245,848
$254,717
$38,477
$36,363
$210,752
$236,581
JUN 23 INCOME
JUN 24 INCOME
YTD JUN 23 INCOME
YTD JUN 24 INCOME
JUN 23 EXPENSES
JUN 24 EXPENSES
YTD JUN 23 EXPENSES
YTD JUN 24 EXPENSES


Income and Expenses
Budgeted vs. Actual
2023 - 2024
Budgeted Allotment Acccrual
Sep
Aug
Jul
Jun
May
Apr
Mar
Feb
Jan
Dec
Nov
Oct
1.2495
1.1662
1.0829
0.9996
0.9163
0.833
0.7497
0.6664
0.5831
0.4998
0.4165
0.3332
0.2499
0.1666
0.0833
0
90.53%
67.28%
84.12%
19.89%
74.09%
68.28%
75.39%
84.89%
100.82%
63.52%
72.87%
49.39%
71.34%
24.07%
74.26%
0.00%
62.44%
126.99%
78.56%
69.05%
94.88%
0.00%
28.49%
1.98%
82.90%
70.13%
74.16%
52.57%
0.00%
51.97%
61.02%
76.14%
65.31%
75.00%
44.29%
80.49%
99.83%
48.54%
51.39%
86.36%
49.11%
25.97%
0.00%
29.58%
75.00%
67.15%
62.59%
Admin Income
Admin Exp
Non Dept Income
Non Dept Exp
Dev Service Income
Dev Service Exp
Finance Exp
Human Resources Exp
Court Income
Court Exp
City Secretary Exp
Economic Development Exp
Legal Exp
PD Income
Police Exp
Code Enforcement
Dispatch Exp
PW Income
Streets Exp
Solid Waste Income
Solid Waste Exp
Bldg Maint Exp
Parks & Rec Income
Parks & Recreation Exp
Aquatics Income
Aquatics Exp
Library Income
Library Exp
City Council Members Exp
General Fund Information Technology Exp
General Fund Transfers
Airport Income
Airport Exp
Utility Income
Utility Admin Exp
Utility/General Transfer
Utility Fund Information Technology Exp
Public Works Admin Exp
Water Srvc Exp
WTP One Exp
WTP Three Exp
Sewer Srvc Exp
WWTP Exp
Effluent Disposal Exp
Booster Pump Stations Exp
Lift Stations Exp
Utility Fund Transfers
LVGC ProShop Income
LVGC Snackbar Income
LVGC ProShop Exp
LVGC Maitenance Exp
INCOME
EXPENSE

Fiscal Year - Lago Vista Golf Course Sales History

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
October - LVGC	$ -	$ 68,810		$ 75,182	$ 65,534	$ 61,014	$ 73,291	$ 55,882	$ 56,207	$ 78,072	$ 56,070	$ 58,153	$ 49,404	$ 39,665	$ 48,811	$ 104,172	$ 78,199	$ 43,171	$ 39,894	October - LVGC
October - HLGC						$ 29,767	$ 26,850	$ 22,354	$ 17,358	$ 11,255	$ 17,314	$ 24,722	$ -	$ -	$ -	$ -	$ -	$ -		October - HLGC
October - American Girl Grill								$ 4,633	$ 5,090	$ 6,266	$ 6,534	$ -	$ -	$ -	$ -	$ -	$ -	$ -		October - American Girl Grill
October - LVGC Snackbar												$ 19,222	$ 20,370	$ -	$ -	$ -	$ -	$ -	$ 2,850	October - LVGC Snackbar
November - LVGC	$ -	$ 58,871		$ 57,720	$ 60,640	$ 44,530	$ 56,351	$ 61,110	$ 41,581	$ 70,375	$ 33,806	$ 34,646	$ 48,147	$ 39,713	$ 40,528	$ 99,633	$ 73,966	$ 35,466	$ 42,173	November - LVGC
November - HLGC						$ 15,568	$ 22,187	$ 22,839	$ 14,724	$ -	$ 16,285	$ 11,342	$ -	$ -	$ -	$ -	$ -	$ -		November - HLGC
November - American Girl Grill								$ 4,166	$ 3,872	$ 4,076	$ 4,921	$ -	$ -	$ -	$ -	$ -	$ -	$ -		November - American Girl Grill
November - LVGC Snackbar												$ 14,396	$ 18,642	$ -	$ -	$ -	$ -	$ -	$ 2,850	November - LVGC Snackbar
December - LVGC	$ -	$ 50,754		$ 50,374	$ 36,426	$ 54,817	$ 58,023	$ 47,081	$ 40,860	$ 51,074	$ 34,115	$ 28,133	$ 41,024	$ 35,551	$ 38,842	$ 80,636	$ 64,456	$ 31,214	$ 43,449	December - LVGC
December - HLGC						$ 16,734	$ 12,208	$ 15,975	$ 9,673	$ -	$ 15,611	$ 9,397	$ -	$ -	$ -	$ -	$ -	$ -		December - HLGC
December - American Girl Grill								$ 3,271	$ 3,174	$ 3,209	$ 4,858	$ -	$ -	$ -	$ -	$ -	$ -	$ -		December - American Girl Grill
December - LVGC Snackbar												$ 11,922	$ 13,939	$ -	$ -	$ -	$ -	$ -	$ 2,850	December - LVGC Snackbar
January - LVGC	$ -	$ 27,994		$ 57,360	$ 39,341	$ 42,080	$ 55,755	$ 47,966	$ 47,872	$ 37,543	$ 38,660	$ 25,901	$ 31,237	$ 42,689	$ 48,130	$ 86,124	$ 65,756	$ 40,446	$ 30,582	January - LVGC
January - HLGC						$ 11,585	$ 19,150	$ 15,490	$ 13,676	$ 10,883	$ 19,314	$ 12,132	$ -	$ -	$ -	$ -	$ -	$ -		January - HLGC
January - American Girl Grill							$ 458	$ 3,606	$ 3,743	$ 4,142	$ 5,014	$ -	$ -	$ -	$ -	$ -	$ -	$ -		January - American Girl Grill
January - LVGC Snackbar												$ 14,862	$ 13,234	$ -	$ -	$ -	$ -	$ -	$ 2,850	January - LVGC Snackbar
February - LVGC	$ 173,708	$ 56,183		$ 58,840	$ 51,354	$ 53,485	$ 61,998	$ 73,495	$ 55,750	$ 53,070	$ 59,682	$ 33,900	$ 29,992	$ 54,786	$ 46,595	$ 44,504	$ 51,328	$ 42,026	$ 41,969	February - LVGC
February - HLGC						$ 20,858	$ 18,429	$ 21,094	$ 19,542	$ 15,857	$ 21,146	$ 14,391	$ -	$ -	$ -	$ -	$ -	$ -		February - HLGC
February - American Girl Grill							$ 5,267	$ 5,435	$ 4,333	$ 4,143	$ 3,902	$ -	$ -	$ -	$ -	$ -	$ -	$ -		February - American Girl Grill
February - LVGC Snackbar											$ 2,471	$ 15,357	$ 9,446	$ -	$ -	$ -	$ -	$ -	$ 2,850	February - LVGC Snackbar
March - LVGC	$ 141,034	$ 80,067		$ 82,646	$ 80,322	$ 88,707	$ 79,587	$ 87,435	$ 88,277	$ 74,459	$ 59,291	$ 49,847	$ 53,679	$ 54,730	$ 50,033	$ 82,545	$ 70,131	$ 54,149	$ 57,418	March - LVGC
March - HLGC						$ 26,966	$ 27,581	$ 34,159	$ 20,968	$ 22,830	$ 25,759	$ 25,147	$ -	$ -	$ -	$ -	$ -	$ -		March - HLGC
March - American Girl Grill							$ 9,161	$ 10,534	$ 8,380	$ 8,931	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		March - American Girl Grill
March - LVGC Snackbar											$ 21,959	$ 31,280	$ 9,396	$ -	$ -	$ -	$ -	$ -	$ 2,850	March - LVGC Snackbar
April - LVGC	$ 111,828	$ 84,729		$ 80,131	$ 82,690	$ 93,438	$ 87,507	$ 71,700	$ 69,570	$ 73,645	$ 73,867	$ 44,288	$ 49,075	$ 79,318	$ 40,965	$ 84,675	$ 79,796	$ 65,306	$ 65,341	April - LVGC
April - HLGC						$ 33,282	$ 34,837	$ 32,243	$ 19,878	$ 31,624	$ 29,267	$ 21,825	$ -	$ -	$ -	$ -	$ -	$ -		April - HLGC
April - American Girl Grill							$ 7,244	$ 6,323	$ 6,444	$ 6,619	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		April - American Girl Grill
April - LVGC Snackbar											$ 20,933	$ 22,550	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	April - LVGC Snackbar
May - LVGC	$ 66,789	$ 87,227		$ 90,953	$ 91,132	$ 88,898	$ 75,228	$ 80,268	$ 82,951	$ 62,245	$ 50,572	$ 42,377	$ 56,434	$ 48,831	$ 82,573	$ 79,946	$ 71,117	$ 46,573	$ 75,002	May - LVGC
May - HLGC						$ 26,545	$ 22,587	$ 27,998	$ 27,051	$ 25,303	$ 25,290	$ 16,079	$ -	$ -	$ -	$ -	$ -	$ -		May - HLGC
May - American Girl Grill							$ 7,286	$ 7,610	$ 5,869	$ 6,410	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		May - American Girl Grill
May - LVGC Snackbar											$ 16,830	$ 22,241	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	May - LVGC Snackbar
June - LVGC	$ 65,747	$ 87,935		$ 76,487	$ 78,045	$ 69,315	$ 68,444	$ 76,252	$ 83,566	$ 87,189	$ 64,988	$ 39,520	$ 59,749	$ 48,568	$ 90,631	$ 85,261	$ 68,652	$ 50,134	$ 72,158	June - LVGC
June - HLGC						$ 26,269	$ 27,704	$ 35,889	$ 24,873	$ 28,687	$ 27,991	$ 21,499	$ -	$ -	$ -	$ -	$ -	$ -		June - HLGC
June - American Girl Grill							$ 6,579	$ 6,991	$ 5,574	$ 7,845	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		June - American Girl Grill
June - LVGC Snackbar											$ 17,213	$ 24,050	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,850	June - LVGC Snackbar
July - City - LVGC			$ 35,828	$ 78,723	$ 94,292	$ 97,111	$ 78,576	$ 69,193	$ 65,387	$ 75,638	$ 60,603	$ 39,495	$ 54,824	$ 49,522	$ 99,704	$ 70,680	$ 53,044	$ 42,604		July - City - LVGC
July - HLGC					$ 1,263	$ 28,290	$ 32,031	$ 34,020	$ 24,944	$ 32,104	$ 28,059	$ 18,244	$ -	$ -	$ -	$ -	$ -	$ -		July - HLGC
July - American Girl Grill							$ 6,246	$ 5,555	$ 5,312	$ 7,698	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		July - American Girl Grill
July - LVGC Snackbar											$ 18,918	$ 22,091	$ -	$ -	$ -	$ -	$ -	$ -		July - LVGC Snackbar
August - LVGC	$ 71,628	$ 74,481	$ 157,377	$ 152,306	$ 108,563	$ 100,568	$ 95,897	$ 99,959	$ 92,562	$ 88,064	$ 57,062	$ 27,029	$ 66,932	$ 43,468	$ 92,360	$ 54,518	$ 40,825	$ 34,828		August - LVGC
August - HLGC					$ 22,377	$ 18,293	$ 24,097	$ 24,254	$ 24,461	$ 27,441	$ 14,491	$ 14,186	$ -	$ -	$ -	$ -	$ -	$ -		August - HLGC
August - American Girl Grill							$ 5,369	$ 5,431	$ 5,365	$ 6,494	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		August - American Girl Grill
August - LVGC Snackbar											$ 12,436	$ 18,887	$ -	$ -	$ -	$ -	$ -	$ -		August - LVGC Snackbar
September - LVGC	$ 76,726	$ 76,684	$ 76,121	$ 70,176	$ 73,234	$ 81,150	$ 90,841	$ 86,519	$ 66,417	$ 73,962	$ 54,700	$ 39,175	$ 44,475	$ 47,550	$ 92,386	$ 57,319	$ 46,253	$ 33,133		September - LVGC
September - HLGC					$ 22,783	$ 28,119	$ 28,796	$ 23,149	$ 16,696	$ 24,942	$ 20,392	$ 16,272	$ -	$ -	$ -	$ -	$ -	$ -		September - HLGC
September - American Girl Grill							$ 5,342	$ 5,524	$ 5,014	$ 6,665	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		September - American Girl Grill
September - LVGC Snackbar											$ 13,181	$ 18,760	$ -	$ -	$ -	$ -	$ -	$ -		September - LVGC Snackbar
Totals	$ 802,637	$ 831,463	$ 269,326	$ 930,898	$ 907,996	$ 1,157,389	$ 1,230,907	$ 1,235,403	$ 1,087,014	$ 1,128,760	$ 1,053,504	$ 903,319	$ 669,998	$ 584,391	$ 771,558	$ 930,013	$ 763,523	$ 519,050	$ 493,637	Totals

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10-ADMINISTRATION	11,516,722	373,981.75	10,425,721.34	0.00	1,091,000.66	90.53
11-NON DEPARTMENTAL	31,757	100.00	26,715.49	0.00	5,041.51	84.12
12-DEVELOPMENT SERVICES	1,469,039	98,347.13	1,088,377.29	0.00	380,661.71	74.09
15-MUNICIPAL COURT	135,193	13,833.50	136,301.31	0.00	(1,108.31)	100.82
20-POLICE DEPARTMENT	121,614	2,380.03	29,269.16	0.00	92,344.84	24.07
30-PUBLIC WORKS/BUILDING	273,373	67,047.42	1,325,203.31	0.00	(1,051,830.31)	484.76
31-SOLID WASTE	1,327,122	117,037.22	1,042,640.96	0.00	284,481.04	78.56
34-PARKS & RECREATION	710	0.00	0.00	0.00	710.00	0.00
35-AQUATICS	11,103	220.00	220.00	0.00	10,883.00	1.98
40-AVIATION DEPARTMENT	0	0.00	0.00	0.00	0.00	0.00
45-LIBRARY DEPARTMENT	6,291	386.65	5,215.12	0.00	1,075.88	82.90
TOTAL REVENUES	14,892,924	673,333.70	14,079,663.98	0.00	813,260.02	94.54
EXPENDITURE SUMMARY						
10-ADMINISTRATION						
PERSONNEL SERVICES	319,964	24,313.78	242,746.91	0.00	77,217.09	75.87
OPERATIONS & MAINTENANCE	37,417	3,571.28	35,249.87	0.00	2,167.13	94.21
SUPPLIES	7,900	88.10	4,869.47	0.00	3,030.53	61.64
SERVICES	103,000	0.00	29,456.30	0.00	73,543.70	28.60
FIXED ASSETS	0	0.00	2,735.66	0.00	(2,735.66)	0.00
TOTAL 10-ADMINISTRATION	468,281	27,973.16	315,058.21	0.00	153,222.79	67.28
11-NON DEPARTMENTAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	93,600	19,589.63	101,956.23	0.00	(8,356.23)	108.93
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	550,600	9,600.00	26,146.00	0.00	524,454.00	4.75
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-NON DEPARTMENTAL	644,200	29,189.63	128,102.23	0.00	516,097.77	19.89
12-DEVELOPMENT SERVICES						
PERSONNEL SERVICES	662,165	30,627.53	402,734.20	0.00	259,430.80	60.82
OPERATIONS & MAINTENANCE	132,264	13,563.42	79,396.48	0.00	52,867.52	60.03
SUPPLIES	9,500	440.51	3,035.00	0.00	6,465.00	31.95
SERVICES	298,200	29,795.83	258,379.22	0.00	39,820.78	86.65
FIXED ASSETS	35,000	0.00	32,858.00	0.00	2,142.00	93.88
TOTAL 12-DEVELOPMENT SERVICES	1,137,129	74,427.29	776,402.90	0.00	360,726.10	68.28

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
13-FINANCE						
PERSONNEL SERVICES	518,619	39,211.39	398,830.44	0.00	119,788.56	76.90
OPERATIONS & MAINTENANCE	7,565	29.99	7,817.63	0.00	(252.63)	103.34
SUPPLIES	2,000	0.00	437.03	0.00	1,562.97	21.85
SERVICES	102,000	12,706.96	68,030.40	0.00	33,969.60	66.70
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 13-FINANCE	630,184	51,948.34	475,115.50	0.00	155,068.50	75.39
14-HUMAN RESOURSES						
PERSONNEL SERVICES	134,975	(126.76)	123,763.05	0.00	11,211.95	91.69
OPERATIONS & MAINTENANCE	15,650	9.95	7,895.55	0.00	7,754.45	50.45
SUPPLIES	4,500	226.20	3,173.84	0.00	1,326.16	70.53
SERVICES	33,000	1,317.87	24,859.95	0.00	8,140.05	75.33
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 14-HUMAN RESOURSES	188,125	1,427.26	159,692.39	0.00	28,432.61	84.89
15-MUNICIPAL COURT						
PERSONNEL SERVICES	155,202	11,985.50	119,853.36	0.00	35,348.64	77.22
OPERATIONS & MAINTENANCE	25,950	465.64	6,236.69	0.00	19,713.31	24.03
SUPPLIES	750	55.04	179.35	0.00	570.65	23.91
SERVICES	43,300	2,326.24	16,771.64	0.00	26,528.36	38.73
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 15-MUNICIPAL COURT	225,202	14,832.42	143,041.04	0.00	82,160.96	63.52
16-CITY SECRETARY						
PERSONNEL SERVICES	103,209	7,779.24	79,159.99	0.00	24,049.01	76.70
OPERATIONS & MAINTENANCE	23,631	220.50	19,496.76	0.00	4,134.24	82.51
SUPPLIES	1,000	0.00	89.94	0.00	910.06	8.99
SERVICES	17,350	0.00	7,050.00	0.00	10,300.00	40.63
TOTAL 16-CITY SECRETARY	145,190	7,999.74	105,796.69	0.00	39,393.31	72.87
17-ECONOMIC DEVELOPMENT						
PERSONNEL SERVICES	222,051	16,845.26	168,984.88	0.00	53,066.12	76.10
OPERATIONS & MAINTENANCE	135,200	2,003.93	17,338.16	0.00	117,861.84	12.82
SUPPLIES	1,000	399.99	486.42	0.00	513.58	48.64
SERVICES	20,000	0.00	0.00	0.00	20,000.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 17-ECONOMIC DEVELOPMENT	378,251	19,249.18	186,809.46	0.00	191,441.54	49.39
18-LEGAL						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	40.00	0.00	(40.00)	0.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	405,000	47,056.52	288,870.27	0.00	116,129.73	71.33
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 18-LEGAL	405,000	47,056.52	288,910.27	0.00	116,089.73	71.34

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
20-POLICE DEPARTMENT						
PERSONNEL SERVICES	2,644,091	202,966.35	1,943,016.51	0.00	701,074.49	73.49
OPERATIONS & MAINTENANCE	232,058	13,951.15	143,695.36	1,692.49	86,670.15	62.65
SUPPLIES	115,950	12,542.03	98,916.07	1,407.22	15,626.71	86.52
SERVICES	163,740	1,818.25	107,403.72	11,053.52	45,282.76	72.34
FIXED ASSETS	120,000	0.00	0.00	125,457.00	(5,457.00)	104.55
TOTAL 20-POLICE DEPARTMENT	3,275,839	231,277.78	2,293,031.66	139,610.23	843,197.11	74.26
22-CODE ENFORCEMENT						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 22-CODE ENFORCEMENT	0	0.00	0.00	0.00	0.00	0.00
25-DISPATCHING						
PERSONNEL SERVICES	567,791	35,770.49	358,555.24	0.00	209,235.76	63.15
OPERATIONS & MAINTENANCE	10,448	1,000.00	13,156.15	0.00	(2,708.15)	125.92
SUPPLIES	7,300	911.58	2,690.02	0.00	4,609.98	36.85
SERVICES	31,850	250.00	14,084.00	0.00	17,766.00	44.22
FIXED ASSETS	12,500	0.00	4,788.95	0.00	7,711.05	38.31
TOTAL 25-DISPATCHING	629,889	37,932.07	393,274.36	0.00	236,614.64	62.44
30-PUBLIC WORKS STREETS						
PERSONNEL SERVICES	800,602	48,755.56	595,877.33	0.00	204,724.67	74.43
OPERATIONS & MAINTENANCE	159,020	7,929.92	106,417.17	0.00	52,602.83	66.92
SUPPLIES	270,010	12,743.58	121,250.50	(432.00)	149,191.50	44.75
SERVICES	320,400	9,547.79	167,116.35	29,806.94	123,476.71	61.46
FIXED ASSETS	12,752	0.00	964,550.65	0.00	(951,798.65)	7,563.92
TOTAL 30-PUBLIC WORKS STREETS	1,562,784	78,976.85	1,955,212.00	29,374.94	(421,802.94)	126.99
31-SOLID WASTE						
OPERATIONS & MAINTENANCE	9,292	78.59	10,211.34	1,545.84	(2,465.18)	126.53
SUPPLIES	3,500	0.00	2,092.16	0.00	1,407.84	59.78
SERVICES	1,215,579	92,031.41	834,386.82	0.00	381,192.18	68.64
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 31-SOLID WASTE	1,228,371	92,110.00	846,690.32	1,545.84	380,134.84	69.05
32-BUILDING MAINTENANCE						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	29,600	2,220.52	20,776.08	0.00	8,823.92	70.19
SUPPLIES	1,000	0.00	0.00	0.00	1,000.00	0.00
SERVICES	19,000	1,497.00	26,282.87	0.00	(7,282.87)	138.33
TOTAL 32-BUILDING MAINTENANCE	49,600	3,717.52	47,058.95	0.00	2,541.05	94.88

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
34-PARK & RECREATION						
PERSONNEL SERVICES	385,216	22,305.90	259,614.44	0.00	125,601.56	67.39
OPERATIONS & MAINTENANCE	64,689	1,222.87	47,986.43	0.00	16,702.57	74.18
SUPPLIES	19,000	1,202.05	13,500.99	0.00	5,499.01	71.06
SERVICES	68,000	0.00	0.00	0.00	68,000.00	0.00
FIXED ASSETS	590,000	0.00	0.00	0.00	590,000.00	0.00
TOTAL 34-PARK & RECREATION	1,126,905	24,730.82	321,101.86	0.00	805,803.14	28.49
35-AQUATICS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	70,850	350.85	41,949.78	0.00	28,900.22	59.21
SUPPLIES	12,000	15.89	2,386.31	0.00	9,613.69	19.89
SERVICES	53,000	0.00	210.00	42,108.00	10,682.00	79.85
FIXED ASSETS	0	32,785.00	135,535.00	72,671.30	(208,206.30)	0.00
TOTAL 35-AQUATICS	135,850	33,151.74	180,081.09	114,779.30	(159,010.39)	217.05
45-LIBRARY DEPARTMENT						
PERSONNEL SERVICES	287,226	21,999.20	220,856.13	0.00	66,369.87	76.89
OPERATIONS & MAINTENANCE	28,102	498.98	10,169.07	0.00	17,932.93	36.19
SUPPLIES	20,380	797.40	4,779.73	0.00	15,600.27	23.45
SERVICES	11,100	2,534.04	7,423.72	0.00	3,676.28	66.88
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 45-LIBRARY DEPARTMENT	346,808	25,829.62	243,228.65	0.00	103,579.35	70.13
50-CITY COUNCIL MEMBERS						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	20,000	3,940.12	17,625.79	0.00	2,374.21	88.13
SUPPLIES	2,500	0.00	277.99	0.00	2,222.01	11.12
SERVICES	3,000	0.00	1,007.00	0.00	1,993.00	33.57
TOTAL 50-CITY COUNCIL MEMBERS	25,500	3,940.12	18,910.78	0.00	6,589.22	74.16
58-GENERAL FUND INFO TECH						
PERSONNEL SERVICES	319,225	17,336.60	174,575.70	0.00	144,649.30	54.69
OPERATIONS & MAINTENANCE	288,800	2,792.06	107,317.43	0.00	181,482.57	37.16
SUPPLIES	1,200	13.30	46.29	0.00	1,153.71	3.86
SERVICES	198,000	579.94	129,811.56	12,604.00	55,584.44	71.93
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-GENERAL FUND INFO TECH	807,225	20,721.90	411,750.98	12,604.00	382,870.02	52.57
85-DEBT SERVICE						
catg 7 not used	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

10 -GENERAL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
86-GENERAL FUND TRANSFERS						
FIXED ASSETS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL 86-GENERAL FUND TRANSFERS	1,048,044	0.00	0.00	0.00	1,048,044.00	0.00
TOTAL EXPENDITURES	14,458,377	826,491.96	9,289,269.34	297,914.31	4,871,193.35	66.31
REVENUE OVER/(UNDER) EXPENDITURES	434,547	(153,158.26)	4,790,394.64	(297,914.31)	(4,057,933.33)	1,033.83

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

11 -HOTEL FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
11-HOTEL	329,997	4,571.42	171,494.51	0.00	158,502.49	51.97
TOTAL REVENUES	329,997	4,571.42	171,494.51	0.00	158,502.49	51.97
EXPENDITURE SUMMARY						
11-HOTEL						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
Hotel Fund Expenses	244,000	0.00	116,970.70	0.00	127,029.30	47.94
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-HOTEL	244,000	0.00	116,970.70	0.00	127,029.30	47.94
TOTAL EXPENDITURES	244,000	0.00	116,970.70	0.00	127,029.30	47.94
REVENUE OVER/(UNDER) EXPENDITURES	85,997	4,571.42	54,523.81	0.00	31,473.19	63.40

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

14 -AVIATION FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
40-AVIATION DEPARTMENT	334,565	33,994.99	254,717.10	0.00	79,847.90	76.13
TOTAL REVENUES	334,565	33,994.99	254,717.10	0.00	79,847.90	76.13
EXPENDITURE SUMMARY						
40-AVIATION DEPARTMENT						
PERSONNEL SERVICES	16,797	1,235.27	12,687.03	0.00	4,109.97	75.53
OPERATIONS & MAINTENANCE	34,114	1,921.52	31,877.28	0.00	2,236.72	93.44
SUPPLIES	301,500	33,206.25	161,293.15	0.00	140,206.85	53.50
SERVICES	35,300	0.00	29,073.48	1,650.00	4,576.52	87.04
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 40-AVIATION DEPARTMENT	387,711	36,363.04	234,930.94	1,650.00	151,130.06	61.02
TOTAL EXPENDITURES	387,711	36,363.04	234,930.94	1,650.00	151,130.06	61.02
REVENUE OVER/(UNDER) EXPENDITURES	(53,146)	(2,368.05)	19,786.16	(1,650.00)	(71,282.16)	34.13-

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

15 -MUNICIPAL GOLF COURSE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
10 - LVGC PRO SHOP	1,572,375	72,158.30	465,136.73	0.00	1,107,238.27	29.58
20 - LVGC SNACK BAR	34,200	2,850.00	25,650.00	0.00	8,550.00	75.00
30 - LVGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
40 - HLGC PRO SHOP	0	0.00	0.00	0.00	0.00	0.00
50 - HLGC SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
60 - HLGC MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,606,575	75,008.30	490,786.73	0.00	1,115,788.27	30.55
EXPENDITURE SUMMARY						
LVGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	395,696	24,903.69	263,007.78	0.00	132,688.22	66.47
OPERATIONS & MAINTENANCE	156,638	11,994.50	110,169.17	0.00	46,468.83	70.33
SUPPLIES	53,650	5,688.98	43,240.25	1,058.40	9,351.35	82.57
SERVICES	53,400	1,592.70	25,290.81	0.00	28,109.19	47.36
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC PRO SHOP/SNACK BAR	659,384	44,179.87	441,708.01	1,058.40	216,617.59	67.15
HLGC PRO SHOP/SNACK BAR						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HLGC PRO SHOP/SNACK BAR	0	0.00	0.00	0.00	0.00	0.00
LVGC MAINTENANCE						
PERSONNEL SERVICES	570,267	30,610.25	269,177.72	0.00	301,089.28	47.20
OPERATIONS & MAINTENANCE	183,424	14,476.10	123,057.91	39,444.38	20,921.71	88.59
SUPPLIES	127,500	4,764.18	60,915.89	14,487.94	52,096.17	59.14
SERVICES	66,000	5,662.94	45,263.34	10,436.00	10,300.66	84.39
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LVGC MAINTENANCE	947,191	55,513.47	498,414.86	64,368.32	384,407.82	59.42
TRANSFER TO DEBT SERVIE						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER TO DEBT SERVIE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION						
CATG 8 NOT USED	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,606,575	99,693.34	940,122.87	65,426.72	601,025.41	62.59
REVENUE OVER/(UNDER) EXPENDITURES	0	(24,685.04)	(449,336.14)	(65,426.72)	514,762.86	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
30-CONTRIBUTION CAPITAL	0	1,025.00	1,025.00	0.00	(1,025.00)	0.00
50-GENERAL OPERATION	848,642	95,128.63	859,910.52	0.00	(11,268.52)	101.33
60-WATER SERVICES	5,093,208	413,642.84	3,827,589.80	0.00	1,265,618.20	75.15
70-SEWER SERVICES	4,202,493	330,376.25	3,035,238.19	0.00	1,167,254.81	72.22
80-CAPITAL IMPROVEMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	10,144,343	840,172.72	7,723,763.51	0.00	2,420,579.49	76.14
EXPENDITURE SUMMARY						
55-UTILITIES ADMINISTRATI						
PERSONNEL SERVICES	189,533	10,607.26	129,498.08	0.00	60,034.92	68.32
OPERATIONS & MAINTENANCE	128,415	12,889.77	104,686.59	0.00	23,728.41	81.52
SUPPLIES	44,000	5,876.09	29,953.89	0.00	14,046.11	68.08
SERVICES	88,000	3,957.47	29,721.70	0.00	58,278.30	33.77
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 55-UTILITIES ADMINISTRATI	449,948	33,330.59	293,860.26	0.00	156,087.74	65.31
56-GENERAL FUND TRANSFER						
FIXED ASSETS	2,059,643	171,636.92	1,544,732.28	0.00	514,910.72	75.00
TOTAL 56-GENERAL FUND TRANSFER	2,059,643	171,636.92	1,544,732.28	0.00	514,910.72	75.00
57-DEBT SRVCE FUND TRNSF						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 57-DEBT SRVCE FUND TRNSF	0	0.00	0.00	0.00	0.00	0.00
58-UTILITY FUND INFO TECH						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	48,300	736.58	21,021.84	0.00	27,278.16	43.52
SUPPLIES	500	0.00	0.00	0.00	500.00	0.00
SERVICES	35,000	155.25	14,593.07	1,498.00	18,908.93	45.97
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 58-UTILITY FUND INFO TECH	83,800	891.83	35,614.91	1,498.00	46,687.09	44.29
59-PUBLIC WORKS ADMIN						
PERSONNEL SERVICES	471,415	34,908.13	347,495.88	0.00	123,919.12	73.71
OPERATIONS & MAINTENANCE	72,977	340.94	39,813.15	0.00	33,163.85	54.56
SUPPLIES	9,700	71.02	2,107.58	0.00	7,592.42	21.73
SERVICES	392,500	(65,559.77)	236,473.74	230,170.72	(74,144.46)	118.89
FIXED ASSETS	158,000	5,119.50	12,587.59	20,478.00	124,934.41	20.93
TOTAL 59-PUBLIC WORKS ADMIN	1,104,592	(25,120.18)	638,477.94	250,648.72	215,465.34	80.49

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
60-WATER SERVICES						
PERSONNEL SERVICES	608,002	43,390.92	460,239.93	0.00	147,762.07	75.70
OPERATIONS & MAINTENANCE	707,696	10,769.09	244,429.67	20,140.65	443,125.68	37.38
SUPPLIES	99,500	3,583.81	84,904.87	695.40	13,899.73	86.03
SERVICES	53,110	16,395.19	53,407.00	0.00	(297.00)	100.56
FIXED ASSETS	149,633	0.00	751,067.60	345.95	(601,780.55)	502.17
TOTAL 60-WATER SERVICES	1,617,941	74,139.01	1,594,049.07	21,182.00	2,709.93	99.83
65-WATER PLANT ONE						
PERSONNEL SERVICES	200,839	0.00	233.40	0.00	200,605.60	0.12
OPERATIONS & MAINTENANCE	132,001	7,081.53	97,898.94	0.00	34,102.06	74.17
SUPPLIES	56,400	3,974.40	28,378.42	0.00	28,021.58	50.32
SERVICES	288,500	18,879.43	92,349.10	0.00	196,150.90	32.01
FIXED ASSETS	101,500	0.00	34,624.49	124,786.00	(57,910.49)	157.05
TOTAL 65-WATER PLANT ONE	779,240	29,935.36	253,484.35	124,786.00	400,969.65	48.54
69-WATER PLANT THREE						
PERSONNEL SERVICES	94,368	7,411.56	71,604.17	0.00	22,763.83	75.88
OPERATIONS & MAINTENANCE	161,418	7,688.06	650,307.10	0.00	(488,889.10)	402.87
SUPPLIES	70,800	3,075.53	34,871.57	0.00	35,928.43	49.25
SERVICES	312,800	22,311.81	173,692.51	0.00	139,107.49	55.53
FIXED ASSETS	90,000	4,058.75	82,186.75	23,868.26	(16,055.01)	117.84
TOTAL 69-WATER PLANT THREE	729,386	44,545.71	1,012,662.10	23,868.26	(307,144.36)	142.11
70-SEWER SERVICES						
PERSONNEL SERVICES	571,260	33,349.09	344,788.13	0.00	226,471.87	60.36
OPERATIONS & MAINTENANCE	585,066	6,930.14	233,666.65	14,826.06	336,573.29	42.47
SUPPLIES	37,000	1,910.03	14,966.43	0.00	22,033.57	40.45
SERVICES	8,700	346.37	2,632.84	0.00	6,067.16	30.26
FIXED ASSETS	14,176	0.00	14,175.50	0.00	0.50	100.00
TOTAL 70-SEWER SERVICES	1,216,202	42,535.63	610,229.55	14,826.06	591,146.39	51.39
75-SEWER PLANT						
PERSONNEL SERVICES	278,496	12,162.64	170,965.93	7,266.87	100,263.20	64.00
OPERATIONS & MAINTENANCE	140,430	13,525.20	121,179.33	44,914.35	(25,663.68)	118.28
SUPPLIES	46,500	5,872.53	35,746.22	0.00	10,753.78	76.87
SERVICES	89,750	11,713.66	99,393.76	0.00	(9,643.76)	110.75
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 75-SEWER PLANT	555,176	43,274.03	427,285.24	52,181.22	75,709.54	86.36
77-EFFLUENT DISPOSAL						
PERSONNEL SERVICES	220,986	13,379.18	119,591.88	0.00	101,394.12	54.12
OPERATIONS & MAINTENANCE	134,574	8,292.48	51,801.51	0.00	82,772.49	38.49
SUPPLIES	18,800	745.48	8,270.96	0.00	10,529.04	43.99
SERVICES	21,000	0.00	1,151.19	0.00	19,848.81	5.48
FIXED ASSETS	0	192,020.02	192,020.02	796,482.98	(988,503.00)	0.00
TOTAL 77-EFFLUENT DISPOSAL	395,360	214,437.16	372,835.56	796,482.98	(773,958.54)	295.76

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

30 -UTILITY FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
79-UTILITY FUND TRANSFER						
catg 3 not used	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 79-UTILITY FUND TRANSFER	0	0.00	0.00	0.00	0.00	0.00
82-BOOSTER PUMP STATIONS						
PERSONNEL SERVICES	32,310	2,501.73	28,096.58	0.00	4,213.42	86.96
OPERATIONS & MAINTENANCE	80,975	2,893.37	38,788.65	0.00	42,186.35	47.90
SUPPLIES	4,650	340.70	1,150.92	0.00	3,499.08	24.75
SERVICES	17,700	0.00	13,310.00	0.00	4,390.00	75.20
FIXED ASSETS	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL 82-BOOSTER PUMP STATIONS	165,635	5,735.80	81,346.15	0.00	84,288.85	49.11
84-LIFT STATIONS						
PERSONNEL SERVICES	32,310	2,501.71	27,878.46	0.00	4,431.54	86.28
OPERATIONS & MAINTENANCE	160,067	7,767.99	124,540.00	43,756.22	(8,229.22)	105.14
SUPPLIES	25,250	751.40	3,584.44	0.00	21,665.56	14.20
SERVICES	38,000	1,742.72	3,401.53	0.00	34,598.47	8.95
FIXED ASSETS	1,434,400	0.00	235,809.90	0.00	1,198,590.10	16.44
TOTAL 84-LIFT STATIONS	1,690,027	12,763.82	395,214.33	43,756.22	1,251,056.45	25.97
85-DEBT SERVICE						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 85-DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
86-UTILITY FUND TRANSFERS						
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 86-UTILITY FUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	10,846,950	648,105.68	7,259,791.74	1,329,229.46	2,257,928.80	79.18
REVENUE OVER/(UNDER) EXPENDITURES	(702,607)	192,067.04	463,971.77	(1,329,229.46)	162,650.69	123.15

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

40 -CAP IMPROVEMENT PROJECTS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-CAPITAL IMPROVEMENT	0	115,509.38	26,514,066.76	0.00	(26,514,066.76)	0.00
TOTAL REVENUES	0	115,509.38	26,514,066.76	0.00	(26,514,066.76)	0.00
EXPENDITURE SUMMARY						
80-CAPITAL IMPROVEMENT						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	285,371.38	0.00	(285,371.38)	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
CIP PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-CAPITAL IMPROVEMENT	0	0.00	285,371.38	0.00	(285,371.38)	0.00
TOTAL EXPENDITURES	0	0.00	285,371.38	0.00	(285,371.38)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	115,509.38	26,228,695.38	0.00	(26,228,695.38)	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

42 -IMPACT FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
50- INVESTMENT INTEREST	360,631	41,415.95	366,082.60	0.00	(5,451.60)	101.51
60-WATER IMPACT REVENUE	706,406	38,346.00	341,142.00	0.00	365,264.00	48.29
70-SEWER IMPACT REVENUE	616,940	31,560.00	279,405.00	0.00	337,535.00	45.29
TOTAL REVENUES	1,683,977	111,321.95	986,629.60	0.00	697,347.40	58.59
EXPENDITURE SUMMARY						
10-IMPACT FEE ADMIN						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 10-IMPACT FEE ADMIN	0	0.00	0.00	0.00	0.00	0.00
60-IMPACT FEE WATER						
OPERATIONS & MAINTENANCE	80,000	0.00	80,000.00	0.00	0.00	100.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 60-IMPACT FEE WATER	80,000	0.00	80,000.00	0.00	0.00	100.00
70-IMPACT FEE SEWER						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 70-IMPACT FEE SEWER	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	80,000	0.00	80,000.00	0.00	0.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	1,603,977	111,321.95	906,629.60	0.00	697,347.40	56.52

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

43 -PARKLAND FEE FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
43 PARK FUND	31,356	3,165.46	28,801.93	0.00	2,554.07	91.85
TOTAL REVENUES	31,356	3,165.46	28,801.93	0.00	2,554.07	91.85
EXPENDITURE SUMMARY						
43 PARK FUND						
OPERATIONS & MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
SERVICES	0	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 43 PARK FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	31,356	3,165.46	28,801.93	0.00	2,554.07	91.85

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

50 -DEBT SERVICE

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
80-ACCUMULATED INTEREST	46,695	4,886.86	56,269.87	0.00	(9,574.87)	120.51
85-AD VALOREM & OTHER	2,676,372	19,690.00	2,680,967.12	0.00	(4,595.12)	100.17
TOTAL REVENUES	2,723,067	24,576.86	2,737,236.99	0.00	(14,169.99)	100.52
EXPENDITURE SUMMARY						
80-ACCUMULATED INTEREST						
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
TOTAL 80-ACCUMULATED INTEREST	0	0.00	0.00	0.00	0.00	0.00
85-AD VALOREM & OTHER						
OPERATIONS & MAINTENANCE	8,000	0.00	2,000.00	0.00	6,000.00	25.00
LEASE PURCHASE	0	0.00	0.00	0.00	0.00	0.00
AUDITOR ADJ	0	0.00	9,500.00	0.00	(9,500.00)	0.00
FIXED ASSETS	2,676,372	0.00	2,173,081.63	0.00	503,290.37	81.20
TOTAL 85-AD VALOREM & OTHER	2,684,372	0.00	2,184,581.63	0.00	499,790.37	81.38
TOTAL EXPENDITURES	2,684,372	0.00	2,184,581.63	0.00	499,790.37	81.38
REVENUE OVER/(UNDER) EXPENDITURES	38,695	24,576.86	552,655.36	0.00	(513,960.36)	1,428.23

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

60 -GENERAL FUND GRANTS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

90 -GENERAL FIXED ASSETS

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

95 -GENERAL LONG-TERM DEBT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

98 -PAYROLL CLEARING ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 2024

99 -DISBURSEMENT ACCOUNT

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

FY 2024 – 3rd Quarter – Chief Financial Executive Summary

In our third quarter of FY 2024, we have successfully:

3rd Quarter Accomplishments:

- Awarded the Distinguished Budget Presentation Award given by the Government Finance Officers Association (GFOA) for our FY 2023 Budget Book.
- Government Finance Officers Association (GFOA) awarded the Finance Department of the City of Lago Vista, TX a Certificate of Recognition for Budget Preparation.
- Began preparing Budget for 2024-2025 Fiscal Year.
- Submitted Drought Contingency Fee equation that was adopted by city council.
- Temporarily taken over payroll function until a new Human Resource Director is hired.
- Obtained AA credit rating from S & P. Global.
- Successfully implemented new online and in person card reader system for credit card payments for utility billing, developmental services, and the court system.

4th Quarter Goals:

- Submit application for State of Texas Comptroller Transparency Stars Award.
- Submit FY 2024-25 Budget to City Council
- Conclude search for grant administrator.
- Obtain approval for FY 2024-25 Budget

We look forward to keeping our citizens and city council informed of major financial events that affect the daily lives and future of everyone in the City of Lago Vista.

V/r,

Jai Brown
Chief Financial Officer
City of Lago Vista

Jai Brown Digitally signed by Jai Brown
Date: 2024.08.15 14:59:41
-05'00'

Dept Number	Department Name	Grant Purpose	Sponsor	Amount	City Contribution	Obligations	Application File Date	Grant Writer	Next Step	Date of Next Action	Recommended Action
10-00	Dept A	Street Repair	TX Dot	$xx,xxx.xx	70/30	Used to repair streets which connrect to state hwys	mm/dd/yy	Tyler	application review by Tracie	mm/dd/yy	EXAMPLE
10-12	Developmental Services	none									email from Roy on 04/24/24
10-14	HR	none									email from Dan on 02/26/24
10-15	Municipal Court	none									email from Stephanie on 04/24/24
10-17	Economic Development	Construction	EDAC	$7,000.00	80/20	Construction Technical Assistance	04/19/24	Brittany McCoy		N/A	email from Eric on 04/24/24
10-17	Economic Development	Workforce	EDAC	$5,000.00	80/20	Workforce Development Partnership Planning	04/19/24	Brittany McCoy		N/A	email from Eric on 04/24/24
10-20	Police Department	Traffic Enforcement	TX Dot	$12,000.00	75/25	Use for Overtime for traffic enforcement	10/20/23	G. Boshears	Expend funds	N/A	email from Gary on 04/24/24
10-30	Public Works	Rehab	TX Water Development Board	?	?	Rehab of Cedar Breaks Pond		William Moriarity	Waiting for a response		email from Taylor on 04/24/24
10-45	Library	Database	Lago Vista Women's Club	$1,000.00	00/00	Subscribe to Tumblebooks Database for Children	02/21/24	Jan Steele	Amount reduced to $500.00	Approved 04/03/24	email from Jan on 04/24/24 and 07/17/24
10-45	Library	Children's Program	TCA	$193.00	50/50	Paid performer for Children's Summer Program	05/02/24	Jan Steele	Signed by Tracie Hlavinka	6/11/2024	email from Jan on 07/17/24 (approved by TCA)
10-58	General Fund IT	none									email from Dave on 04/24/24
14-44	Rusty Allen Airport	Maintenance	TX Dot	$28,320.80	50/50	50% back from all repairs	2/29/2024	J. Handford	Completed	10/24/2024 for 2023	email from Sean on 04/24/24
14-44	Rusty Allen Airport	Covid	TX Dot	$32,000.00	0	No obligation. One time Airport relief for Covid	9/25/2023	J. Handford	Completed	N/A	email from Sean on 04/24/24
14-44	Rusty Allen Airport	Airport rescue plan act	TX Dot	$30,000.00	0	No obligation. One time Airport relief for Covid	9/1/2023	J. Handford	Completed	N/A	email from Sean on 04/24/24
14-44	Rusty Allen Airport	Airport coronavirs response	TX Dot	$13,000.00	0	No obligation. One time Airport relief for Covid	9/1/2023	J. Handford	Completed	N/A	email from Sean on 04/24/24

AGENDA ITEM NO. 1b

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Tracie Hlavinka, City Manager

SUBJECT: Update on Fiscal Year 2023-2024 Work Plan

FINANCIAL IMPACT: N/A

ATTACHMENTS:
FY23-24 3rd Qtr Update. docx.pdf

City Council Work Plans

FY2024 Goals and Objectives

City Council Vision Statement

To be a diverse City of Choice for businesses and residents alike as a result of our location, natural resources, culture, and educational opportunities.

Goal #1:

Protect the quality of life for Lago Vista residents by maintaining a safe, clean, and attractive community while providing sustainable conservation and smarter growth.

Objectives

A. Develop and implement the 2023-2028 Capital Improvement Plan.

- The City Council officially adopted the Capital Improvement Plan (CIP) during the budget adoption process.
- Progress Update on Specific Projects:
    - Waterline Bar-K to Bronco: COMPLETE
    - Water Model: A draft water model was presented to the City Council in August. The staff is currently working on providing marked-up revisions to Freese & Nichols so they can finalize the model. This includes data on daily water production from November 2022 to the present, as well as water entitlements.
    - Effluent Pond 17 & Effluent Pond #2 Upgrade: Bids for the Effluent Pond #17 rehabilitation and Effluent Pond #2 upgrade are due by noon on September 12th. Once received, the bids will be evaluated and presented to the City Council for approval at the earliest possible meeting. An amendment to the engineering contract has already been approved by the Council, and the design for Pond #14 and the new pipeline is currently in the initial stages of development. Lago Vista Pool Repair: Staff has been addressing additional leaks before proceeding with the replastering of the pool.
    - Lago Vista Pool Repair: On March 21, 2024, the City Council awarded the repair contract for the pool to 360 Aquatics. The project included fixing the pool toys, splash pad, depth markers, and swim lanes. The pool had to be drained, and the old plaster removed before repairs could begin. During this process, it was discovered that the pool was originally constructed improperly, prompting staff to return to Council at the June 6, 2024, meeting to request additional Certificate of Obligation funds to properly address the issues before replastering. As a result, the pool remained closed for the summer of 2024. The replastering has now been completed, and the pool is full of balanced water. Staff will conduct a walk-through with the contractor during the week of September 16th and are looking forward to a Grand Re-Opening of the City Pool Facility in 2025.

B. Initiate a Certificate of Obligation for Street Rehabilitation, Water and Wastewater Infrastructure including the effluent irrigation system on the city owned golf course, as well as Golf Course Safety Issues, Plastering City Pool, and Police Department Radio System.

- The Certificates of Obligation Bonds were founded on February 21, 2024, and $25,700,033.80 was deposited into the City's account.
- RFQ for WWTP Design: The professional services agreement with Garver is currently under review by the City Attorney and the Public Works Director. Once it meets all requirements, the agreement will be executed, and the design process will begin.
- Effluent Pond Design Progress: Bids for this project are due on September 12th. Additionally, an issue with the irrigation system at Cedar Breaks has been identified. Staff are currently evaluating the situation and will determine the best course of action to bring the system back into compliance.
- Paving Plan Development: The RFP for the first tranche of road projects will be published in September. This project was delayed due to staff turnover and the need to prioritize other projects to regain compliance with TCEQ. The Public Works Department has enlisted the help of Freese & Nichols to finalize the bid documents and ensure the project moves forward.
- RFP 24-03 for Paving 23 City Streets: COMPLETE
- Golf Course Safety Items: The safety issues in the Parking Lot cannot begin until after our Irrigation Project is completed in the Parking Lot. This is due to irrigation lines running below the asphalt and curbs. Signage was added to holes on the Golf Course that have blind shots, educating & preventing Golfer's hitting shots before making sure the hole is clear.

C. Update the Comprehensive Plan and Future Land Use Map.

- The third Lago Vista Comprehensive Plan Advisory Committee (CPAC) meeting occurred on July 23, 2024. During this meeting, some CPAC members suggested the need for additional meetings with Halff Consultants. On September 5, 2024, the City Council reviewed this request and decided to hold a joint meeting between the City Council, CPAC, and Halff Consultants to minimize costs while ensuring the desired outcomes are achieved.

D. Develop a Master Park Plan.

- The Master Park Plan is a part of the Comprehensive Plan discussions that are taking place during the CPAC meetings. The plan is close to being completed and will be presented along with the Comprehensive Plan.

E. Complete Traffic Safety Analysis.

- We are still in the process of finalizing the document, incorporating the comments and feedback provided.

F. Mitigate the hazardous conditions on Lago Vista Way.

- COMPLETE

G. Review and initiate a zoning reversal of Planned Development Districts dormant over 2 years.

- The Council directed staff to review the criteria provided in Section 245 of the State Statute and evaluate those that created a burden to infrastructure based on LUEs.
- Staff will formulate proposals to initiate applications in accordance with the Council's directives, thereby advancing the review process of dormant zoning entitlements.

H. Continue to mow city rights-of-way and conduct tree trimming to provide safe line of sight at intersections.

- The Street Department continues to mow the rights-of-way.

I. Initiate the first City of Lago Vista Civic Academy.
   - Questionnaires were distributed to department heads to gather essential information for creating a one-page guide for each department. These "all-in-one" pages will serve as the foundation for department presentations. Each department head will use the guide to develop a slideshow for their presentation. However, due to a last-minute 4th of July project, five weeks in the making, Child Protection Training Research, and department vacancies, the project has fallen behind schedule. The "all-in-one" pages are nearly complete, but the slide presentations will require further input from the departments once they are fully staffed and can allocate time to make the project meaningful.

J. Rehabilitation of six Lift Stations (Bar K, Lower Boone, MacArthur, Santa Carlo, The Inn, and Turner)
   - Staff will bring the engineering proposal to the City Council at the beginning of FY2025 for approval.

Goal #2:

Maximize the effectiveness of City efforts by collaborating with relevant county, regional, state, and federal entities, as well as local organizations, including but not limited to the Chamber of Commerce, LVISD, various POAs, CapMetro, and CAMPO.

Objectives

A. Continue meeting and communicating with the Travis County Fire Chief to coordinate and discuss cooperative efforts, event logistics, and stay abreast of issues within the community.
   - City of Lago Vista staff from Development Services, Public Works, Code Enforcement, and the ESD meet weekly to discuss development and any other community issues they see relevant.

B. Work cooperatively with the Lago Vista Independent School District to provide security, traffic control and permitting for construction projects.
   - The Chief of Police, City Manager and Superintendent continue to hold regular meetings.
   - Funding for a second School Resource Officer position has been budgeted by both the ISD and the City.
   - The Police Department continues routine patrols of schools and traffic enforcement in school zones.
   - The library is in the process of scheduling a field trip for the school children to visit the Library for the 2024-2025 school year.

C. Work with the Rusty Allen Airport Property Owners Association and property owners to develop a new funding agreement which will restore grant funding availability to the airport.
   - The City Manager provided TxDOT with a Letter of Interest for the Rusty Allen Automated Weather Observation System (AWOS) Replacement on June 27, 2024. Staff were informed on July 31, 2024, that the AWOS was programmed for 2026 and is a reimbursement project in the next two years.

D. Work with neighboring jurisdictions to continue discussions regarding safety on 1431, and advocate as needed with TxDOT and CAMPO.
   - Staff continue to engage in discussions with both TxDOT and Turnback Developers regarding the installation of a traffic signal at the intersection of Bar-K and 1431. TxDOT has informed the City that funding for the signal is programmed and planned for 2025.

E. Work with the Parks and Recreation Advisory Committee and City Council to develop pocket parks.
   - The Parks and Recreation Advisory Committee made a presentation to the City Council at the May 16, 2024, Council meeting. During this meeting PRAC made recommendations for pocket park improvements. These recommendations have been shared with Halff Consultants to be included in the Master Park Plan.

F. Work with the Golf Course Advisory Committee (GCAC) on planning and preparing for the Golf Course GO bond.
   - During the meeting held on February 27, 2024, the Golf Course Advisory Committee was informed that the City Council would not be initiating a General Obligation Bond in 2024.

G. Work with the Parks & Recreation Advisory Committee on planning and preparing for the Parks GO bond.
   - During the meeting held on February 27, 2024, the Golf Course Advisory Committee was informed that the City Council would not be initiating a General Obligation Bond in 2024.

Goal #3:
Enhance efficiency and effectiveness of the organization through transparency and a quality workplace for employees.

Objectives

A. Complete concepts and cost analysis for a new City Hall and Municipal Library.
   - On January 10, 2024, a meeting was held to address inquiries from firms interested in bidding on RFQ 24-05 (Feasibility Study for City Hall and the Library). Bid packets were due by January 18, 2024. The City Council initially reviewed the contract award on March 7, 2024, choosing to table the decision for 120 days. The topic was revisited on July 18, 2024, and the Council awarded the contract to Parkhill, with the stipulation that the contract amount would be reviewed by the Council at a later date.

B. Create opportunities for staff comradery.
   - Holiday celebration with catered dinner has been scheduled for Thursday, December 12th from 6-10pm if budget allows.

C. Develop a Step Pay Program for City Employees.
   - During budget discussions on August 6th, the City Council decided to not implement a Step Pay Program but to instead provide a 5% pay increase to all employees.

D. Update the Personnel Policy.
   - The Personnel Policy was discussed at the August 1, 2024, City Council Meeting and Council was charged with providing feedback to Legal. The Attorneys will provide a revision to the Personnel Policy at the October 17, 2024, City Council meeting.

E. Apply for the GFOAT Budget Award.
   - Staff applied for the award and were awarded the award for 2023. Staff will re-apply in 2024.

F. Apply for the State Comptroller Transparency Award.
   - Staff have been working with OpenGov to create reports that will generate financial analysis in real time to give citizens the ability to see the City's financial data at their fingertips.
   - State Comptroller Transparency Award application will be submitted prior to September 30, 2024.

G. Perform annual employee survey.
   - This project is complete.
H. Implement Department Performance metrics.
   - As a part of the FY2024-2025 GFOA Budget Distinguished Budget Award submission, performance measures for each department have been developed and will be included in the budget book submitted for review.
   - IT has launched a new Help Desk ticket system that tracks incoming tickets from employees, including response time, completion time, and ticket attributes. This system allows us to gauge the level of support needed, identify areas where additional resources may be required, and track ongoing projects. Although the system is still in its preliminary stages, we are continuously evaluating how to best use it to assess IT Department performance. Since its implementation, we have received positive feedback from staff using the system.
I. Implement an Employee Appreciation Program
   - The Employee Appreciation Program, launched in May 2024, began with a Spring Fling Employee Outing at the Golf Course. This initiative features a committee of ten staff members from different departments and aims to recognize and celebrate employee achievements. To facilitate this, kudos boxes are available in all City Facility lobbies for public submissions, and an email address has been set up for electronic submissions. The committee reviews all kudos submissions monthly to select an Employee of the Month, with the first honoree chosen in June 2024.Each Employee of the Month is recognized on the city website and social media, and receives a framed certificate displayed in the City Hall Lobby. Additionally, they are awarded a trophy, a pin, an email signature, a certificate signed by the mayor, and a choice of a paid lunch, gift certificate, or day off, along with a goodie bag of employee appreciation items. Employees of the Month are also considered for the Employee of the Year award.
J. Implement a Council Discussion Board
   - This was added to the Work Plan following adoption. With the Council's approval, we purchased Xenforo to implement an online discussion board for council members to discuss agenda items. The staff managed the software purchase and backend setup, and we have now added the link to the front page of the website as mandated by State Law. THIS PROJECT IS COMPLETED

Goal #4
Enhance the image of Lago Vista as a great place to live and work.

Objectives
A. Provide weekly summary reports, monthly department reports, and quarterly financial updates.
   - All departments submit Monthly Reports to the City Secretary, who subsequently posts them on the City website and distributes them to the City Council.
   - Monthly and Quarterly Financial Reports are uploaded to the City's website within 60 days after the end of the respective month or quarter.
B. Initiate the OpenGov portal on the new City Website.
   - The Chief Financial Officer has been working with OpenGov to develop reporting tools used during the budget process. These reports have been published on both the Finance Department's homepage and the Budget page. Additionally, OpenGov will be used to

publish the City of Lago Vista Budget Book, which will once again be submitted for the GFOA Distinguished Budget Presentation Award in 2024.

C. Erect digital signage along Lohman Ford Road to provide better communication and publish usage rules and procedures.
   - The first sign has been erected on Lohman Ford Road. The Lohman Ford Road digital sign is fully operational and in commission. An SOP was created and approved along with a fee schedule.
   - Bids for the second sign, to be situated on 1431 eastbound near the Middle School, were closed on January 31, 2024.
   - The budget amendment and authorization to award a contract for the second digital sign was approved by the City Council at the June 4, 2024, meeting.

D. Host Lago Fest for residents and visitors.
   - Budget for Lago Fest 2025 is currently the same as 2024. With increasing costs and the addition of the 4th of July, the festival may need to reduce the number of bands to three from 4. Date of Lago Fest 2025 has been set for Saturday, April 26, 2025.

E. Establish "Notify Me" pushes to residents and FAQ in the new City website.
   - The Police Department has been using the WarnCentralTexas platform with greater frequency to push out information to our citizens. The department has also been assisting the Public Works Department with using this platform to provide notices for water outages, road closures, and other items.

F. F. Develop a permitting and licensing system with Camino software.
   - After months of development with Camino to create various modules, we officially went live on May 22, 2024. According to Camino, the platform received approximately two hundred visitors, with about 75% of them submitting applications. On average, we receive 4-6 messages, all of which were personally responded to by staff. Camino provides the City with both weekly and monthly reports to track activity and progress.

F. Conduct a minimum of three community engagement meetings at various times of the year.
   - The third Town Hall scheduled for September 25, 2024, and will consist of a comprehensive water conversation.

G. Continue and enhance coordinated department efforts to facilitate the opening of new businesses in Lago Vista
   - Staff have collaborated with the North Shore Chamber of Commerce to promote small businesses retention and expansion through visiting local businesses and hosting business round table meetings.

H. Child Protection Training
   - The Program Manager has been researching several programs and taking the training to have a better understanding of the types of training that is available. An update was provided to the City Council at the June 4, 2024, Council meeting. Staff will have a formal presentation and more information during the budget process.

I. Host 4th of July Celebration and Parade for residents and visitors.
   - The City Council approved the City taking over the fireworks and parade at the April 18, 2024, Council meeting. Since then, staff have been working closely with the Fourth of July Celebration Committee to ensure a smooth transition of coordination and to start transferring all contracts and arrangements into the City's name. Regular meetings have commenced to ensure that all planning for both functions is thoroughly planned.

AGENDA ITEM NO. 2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Lucy Aldrich, City Secretary

SUBJECT: Routine Reports from City Council Board/Commission/Committee Liaisons.

- Economic Development Advisory Committee, Councilor Saum
- Golf Course Advisory Committee, Councilor Saum
- Governmental Affairs, Councilor Saum
- Water Issues; Lower Colorado River Authority Board, Texas Water Development Board, and other entities as appropriate; Councilor Saum
- Turnback Canyon Trail Conservancy, Councilor Smith
- Airport Advisory Board, Councilor Durbin
- Planning & Zoning Commission, Councilor Durbin
- Board of Adjustment, Mayor Pro Tem Marion
- Lago Vista Independent School District, Mayor Pro Tem Marion
- Lago Vista Starry Skies, Mayor Pro Tem Marion
- Building and Standards Commission, Councilor Roberts
- Library Advisory Board, Councilor Prince
- Parks & Recreation Advisory Committee, Councilor Prince
- Lago Vista Property Owner's Association, Councilor Prince
- Youth Advisory Committee, Mayor Sullivan
- Keep Lago Vista Beautiful, Mayor Sullivan
- Capital Area Council of Governments, Mayor Sullivan
- CapMetro, Mayor Sullivan
- Texas Department of Transportation, Mayor Sullivan

FINANCIAL IMPACT: N/A

AGENDA ITEM NO. 3

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Discussion, consideration, and possible action regarding Ordinance No. 24-09-19-01; an Ordinance of the City of Lago Vista, Texas adopting a Budget for Fiscal Year beginning October 1, 2024, and ending September 30, 2025; appropriating the various amounts thereof and repealing all Ordinances or parts of Ordinances in conflict therewith; and providing for an effective date.

BACKGROUND: The City Council and staff met on August 1, August 6, and August 15, 2024, to discuss expenditures, revenues, and capital improvement projects for the 2024-2025 fiscal year.

FINDINGS: The City Manager is presenting a balanced budget to the City Council based on the results from the above-mentioned budget work sessions.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
Ordinance 24-09-19-01 FY24-25 Budget Adoption.pdf
Consolidated Budget FY24-25 (Detailed) v5 - Updated 09.11.24.pdf

ORDINANCE NO. 24-09-19-01

AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Lago Vista, Texas ("City") has submitted to the City Council a proposed budget of the revenues and the expenditures for FY 2024-25 to conduct the affairs of the City and has provided a complete financial plan for FY 2024-25; and

WHEREAS, the proposed budget has been compiled from detailed information obtained from the several departments, divisions, and offices of the City; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which has been filed with the City Secretary; and

WHEREAS, the City Council has conducted public hearings on the budget, as provided by law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

Section 1. The FY 2024-25 Annual Budget, beginning October 1, 2024, and ending September 30, 2024, a copy which is attached hereto as Exhibit "A", is hereby adopted.

Section 2. That the appropriations for the fiscal year beginning October 1, 2024 and ending September 30, 2025, for the Support, Maintenance and Operation of the General Government of the City of Lago Vista, Texas be fixed and determined for said term in accordance with the expenditures shown in the City's Fiscal Year 2024-2025 Budget, a copy of which is attached hereto as Exhibit "A."

Section 3. That the appropriations for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025 for the payment of Debt Service shown as part of the Interest and Sinking Fund for the City of Lago Vista be fixed and determined as for said term in accordance with the payments shown in Exhibit "A."

Section 4. Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 5. This ordinance shall be and remain in full force and effect from and after its final passage and publication as herein provided.

Upon roll call, the vote was recorded as:

Mayor Sullivan:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Saum:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Smith:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Durbin	Aye_____; Nay _____; Abstain _____; Absent _____
Mayor Pro-Tem Marion:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Roberts:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Prince:	Aye_____; Nay _____; Abstain _____; Absent _____

PASSED AND APPROVED this 19th day of September 2024.

CITY OF LAGO VISTA, TEXAS

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

FILING CERTIFICATE

FILED IN THE OFFICE OF THE CITY SECRETARY THIS ___ DAY OF SEPTEMBER 2024.

_____
Eric De La Cruz, Assistant City Secretary

Lago Vista
All Funds - Revenue & Expense Detail
07/31/2024

	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Revenues								
10 - General Fund								
10-1228 - LV SUNSET PARK INTEREST	–	$20,272	–	–	–	–	–	–
10-410-1215 - AUSTIN BOULEVARD PAVING INT	–	–	$0	$1,383	$1,242	–	$1,242	$1,242
10-410-1110 - AD VALOREM TAXES	$5,091,424	$6,144,386	$6,960,287	$7,032,272	$7,897,621	$6,960,287	-$1,083,222	$5,877,065
10-410-1111 - AD VALOREM PENALTIES & INTERES	$45,102	$35,209	–	–	–	–	–	–
10-410-1200 - SALES TAXES	$1,060,063	$1,141,045	$1,313,819	$972,705	$1,177,854	$1,313,819	-$135,965	$1,177,854
10-410-1208 - TOWN CENTER DEVELOPMENT	$2,569	$47,731	$20,000	$48,031	$43,118	$20,000	$23,118	$43,118
10-410-1211 - GENERAL FUND RESERVE ACCT INT	$20,864	$205,018	$209,212	$264,315	$229,528	$209,212	$20,316	$229,528
10-410-1212 - REAL ESTATE INTEREST	$7,965	$50,020	$10,000	$49,163	$44,135	$10,000	$34,135	$44,135
10-410-1411 - ARPA GRANT INTEREST	–	–	–	$0	–	–	–	–
10-410-1213 - STREET/ROADWAY IMPACT FEES INT	–	$4,567	$12,000	$32,878	$27,876	$12,000	$15,876	$27,876
10-410-2200 - DIGITAL SIGN APPLICATION	–	–	$0	$525	$570	–	$570	$570
10-410-1214 - LV SUNSET PARK INTEREST	–	$16,718	$0	$12,760	$5,000	–	$5,000	$5,000
10-410-1220 - MIXED BEVERAGE TAX	$17,073	$12,699	$22,000	$14,326	$17,319	$22,000	-$4,681	$17,319
10-410-1300 - ELECTRIC FRANCHISE FEE	$389,764	$480,847	$480,797	$541,051	$493,650	$480,797	$12,853	$493,650
10-410-1310 - TELEPHONE FRANCHISE FEE	$42,194	$4,588	$4,810	$3,154	$4,187	$4,810	-$623	$4,187
10-410-1320 - CABLE TV FRANCHISE FEE	$108,807	$107,693	$96,750	$62,294	$124,589	$96,750	$27,839	$124,589

Lago Vista
All Funds - Revenue & Expense Detail
07/31/2024

	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-410-1330 - GAS FRANCHISE FEES	$15,215	$10,264	$15,000	$14,045	$28,090	$15,000	$13,090	$28,090
10-410-1340 - SOLID WASTE FRANCHISE FEES	$866	$727	$500	$364	$500	$500	-$2	$498
10-410-1410 - INVESTMENT INTEREST	$1,044	$848	$809	$1,117	$1,066	$809	$257	$1,066
10-410-1430 - CREDIT CARD SERVICE FEE	–	–	$3,341	$5,841	$6,986	$3,341	$3,645	$6,986
10-410-1570 - SALE OF COPIES, ETC.	$432	$43	$20	$1,941	$500	$20	$480	$500
10-410-1580 - SALE OF ASSETS	$0	$232	–	–	–	–	–	–
10-410-1810 - OTHER REVENUE	$9,328	$38,777	$11,967	$16,452	$10,000	$11,967	-$1,967	$10,000
10-410-1815 - LONG AND SHORT	$0	$0	–	$1	–	–	–	–
10-410-2500 - TRAVIS COUNTY FILING FEES	$625	–	–	–	–	–	–	–
10-410-3230 - GRANTS	$186,092	$221,776	–	$128,034	–	–	–	–
10-410-4200 - LAGO VISTA FARMERS MARKET	$750	$738	–	–	–	–	–	–
10-410-4220 - RENTAL/LEASE REVENUE	$0	$0	–	–	–	–	–	–
10-410-7911 - BOND PROCEEDS	$0	–	–	–	–	–	–	–
10-410-9000 - TRANSFER FROM UTILITIES	$1,600,000	$2,059,643	$2,059,643	$1,716,369	$2,059,643	$2,059,643	$1,583,930	$3,643,573
10-410-9100 - TRANSFER FROM RESERVES	$0	$0	$0	–	$0	$245,251	$177,103	$422,354
10-410-9101 - TRANSFER FROM CIP	–	–	$295,767	–	$0	$295,767	-$295,767	$0
10-411-1650 - KLVB - DONATIONS	–	–	$0	–	$0	$1,000	-$1,000	$0
10-411-1700 - VETERANS MEMORIAL DONATIONS	$0	$100	–	$600	–	–	–	–
10-411-1725 - LAGO FEST SPONSORS/DONATIONS	$6,500	$19,600	$19,600	$16,150	$16,000	$19,600	-$3,600	$16,000
10-411-1730 - LAGO FEST PARKING	$1,718	$1,700	$1,700	$990	$1,000	$1,700	-$700	$1,000

Lago Vista
All Funds - Revenue & Expense Detail
07/31/2024

	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-411-1740 - LAGO FEST ARTIST BOOTHS	–	$1,735	$1,735	$1,915	$1,900	$1,735	$165	$1,900
10-411-1750 - LAGO FEST FOOD VENDORS	$4,800	$3,750	$3,750	$5,000	$5,000	$3,750	$1,250	$5,000
10-411-1760 - LAGO FEST VIP TICKETS	$6,529	$3,172	$3,172	$1,100	$1,000	$3,172	-$2,172	$1,000
10-411-1770 - LAGO FEST MERCHANDISE	$2,900	$1,856	$1,800	$1,060	$1,000	$1,800	-$800	$1,000
10-411-1810 - OTHER REVENUE	–	–	–	$2,000	–	–	–	–
10-412-1430 - CREDIT CARD FEES	$0	$0	$32,313	$14,209	$17,844	$32,313	-$14,469	$17,844
10-412-1520 - SIGN PERMITS	$450	$1,550	$1,325	$400	$550	$1,325	-$775	$550
10-412-1525 - DEVELOPMENT AGREEMENT	–	$5,000	$1,000	–	$1,000	$1,000	–	$1,000
10-412-1601 - PID APPLICATION FEE	$15,000	$5,000	$5,000	–	$5,000	$5,000	–	$5,000
10-412-1812 - OTHER REVENUE	$0	$0	$0	$42,897	$10,000	–	$10,000	$10,000
10-412-1830 - REPLATS & RELEASE EASEMENT	$53,800	$56,424	$60,390	$4,275	$2,133	$60,390	-$58,257	$2,133
10-412-1835 - SITE DEVELOPMENT REVIEWS	$5,993	$8,503	$6,262	$9,000	$12,000	$6,262	$5,738	$12,000
10-412-3100 - BUILDING PERMITS	$1,075,603	$794,042	$562,063	$468,682	$557,437	$562,063	-$4,626	$557,437
10-412-3103 - BLDG PERMIT-STREET REPAIR	$301,583	$171,335	$162,165	$87,020	$113,724	$162,165	-$48,441	$113,724
10-412-3105 - MISC. PERMITS	$72,068	$96,528	$79,133	$60,732	$73,995	$79,133	-$5,138	$73,995
10-412-3200 - MECHANICAL PERMITS	$55,774	$49,434	$35,448	$16,698	$18,931	$35,448	-$16,517	$18,931
10-412-3106 - ZONING APPLICATION FEES	$51,637	$30,541	$50,000	$25,086	$28,379	$50,000	-$21,621	$28,379
10-412-3210 - PLUMBING PERMITS	$50,573	$29,655	$21,544	$14,173	$18,231	$21,544	-$3,313	$18,231
10-412-3107 - ANNEXATION FEES	–	–	$0	–	$0	$10,000	-$10,000	$0
10-412-3220 - ELECTRICAL PERMITS	$52,205	$30,013	$21,797	$16,423	$21,331	$21,797	-$466	$21,331
10-412-3110 - REINSPECTION FEES	$274,561	$243,970	$179,375	$125,821	$154,961	$179,375	-$24,414	$154,961

Lago Vista
All Funds - Revenue & Expense Detail
07/31/2024

	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-420-1530 - WRECKER PERMITS	$800	$1,500	$800	$800	$800	$800	–	$800
10-412-3125 - SITE DEV PLAN INSPECTIONS/TEST	–	$1,000	–	–	–	–	–	–
10-420-1820 - PRIVATE ALARM PERMIT/FEES	$8,600	$8,680	$9,155	$6,440	$7,607	$9,155	-$1,548	$7,607
10-420-1560 - ANIMAL LICENSE	$1,215	$740	$1,000	$635	$1,000	$1,000	–	$1,000
10-412-3226 - PRELIMINARY & FINAL PLAT FEE	$0	$0	$0	$23,400	$0	$500	-$500	$0
10-412-3227 - CONSTRUCTION PLAN APPL. FEE	$11,000	$6,000	$2,000	$2,000	$2,000	$2,000	–	$2,000
10-412-3228 - TREE REPLACEMENT FEE	$484,390	$191,500	$110,000	$74,225	$74,225	$110,000	-$35,775	$74,225
10-412-3240 - BUILDING PLAN REVIEW	$45,389	$22,650	$15,925	$16,060	$19,227	$15,925	$3,302	$19,227
10-412-3245 - BCCP - MITIGATION REIMBURSEMEN	$2,750	$0	–	–	–	–	–	–
10-412-3250 - ENGINEER REVIEW REIMBURSEMENTS	$42,156	$145,352	$106,100	$158,353	$134,612	$106,100	$28,512	$134,612
10-412-3260 - PROFESSIONAL SERVICE REIMB.	$0	$3,091	$0	$827	$0	$45,000	-$45,000	$0
10-412-3300 - HEALTH DEPT INSPECTION FEES	$19,360	$19,505	$17,199	$15,500	$18,000	$17,199	$801	$18,000
10-415-1430 - COURT CREDITCARD FEES	–	–	$5,771	–	$0	$5,771	-$5,771	$0
10-415-2100 - MUNICIPAL COURT FINES	$109,220	$118,361	$113,351	$123,930	$116,792	$113,351	$3,441	$116,792
10-415-2101 - CITY TRUNCY PRVNTION DVERSN	$3,242	$4,228	$3,484	$4,863	$4,478	$3,484	$994	$4,478
10-445-3100 - LIBRARY FINES AND REVENUE	$5,637	$5,979	$5,291	$5,310	$6,287	$5,291	$996	$6,287
10-415-2102 - INDIGENT DEFENSE FEE	–	–	$0	–	$0	$350	-$350	$0

Lago Vista
All Funds - Revenue & Expense Detail
07/31/2024

	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-415-2103 - STATE COURT SERVICE FEE EARNED	$4,914	$6,489	$6,000	$6,969	$6,969	$6,000	$969	$6,969
10-415-2105 - BUILDING SECURITY FEES	$3,106	$4,115	$3,347	$4,771	$4,393	$3,347	$1,046	$4,393
10-415-2106 - COURT TECHNOLOGY FEE	$2,704	$3,463	$3,200	$3,958	$3,650	$3,200	$450	$3,650
10-415-2107 - STATE JURY FEE	–	–	$0	–	$0	$2,500	-$2,500	$0
10-415-2111 - JUDICIAL FEE - STATE	–	–	$0	–	$0	$2,600	-$2,600	$0
10-415-2112 - JUDICIAL FEE - CITY	$59	$33	$40	$19	$19	$40	-$21	$19
10-415-2114 - COURT CASH BOND	–	$0	$0	–	$0	$300	-$300	$0
10-415-2200 - MUNICIPAL COURT OVERPAYMENT FE	–	$40	–	–	–	–	–	–
10-420-1230 - SCHOOL OFFICER FUNDING	–	–	$100,000	–	$100,000	$100,000	–	$100,000
10-420-1240 - CROSSING GUARD TAX	$8,268	$8,513	$8,400	$7,043	$8,449	$8,400	$49	$8,449
10-420-1565 - ANIMAL IMPOUNDMENT	$60	$30	$45	–	$0	$45	-$45	$0
10-420-1570 - SALE OF COPIES. ETC.	$142	$221	$214	–	$0	$214	-$214	$0
10-420-1810 - OTHER REVENUE	$1,230	$8,034	$1,500	$28,105	$1,500	$1,500	–	$1,500
10-420-4222 - CAPCO	–	–	$0	–	$0	$2,643	-$2,643	$0
10-420-4250 - BULLETPROOF VEST PROGRAM	–	–	$0	–	$0	$500	-$500	$0
10-420-4320 - LEOSE	$1,368	–	$500	$3,588	$3,588	$500	$3,088	$3,588
10-430-1450 - CAPITAL METRO CONTRIBUTIONS	$21,000	$0	$42,000	$694,148	$42,000	$42,000	–	$42,000
10-430-1810 - OTHER REVENUE	$1,061	$22,825	$2,000	$5,324	$2,000	$2,000	–	$2,000
10-430-1820 - STREET CUTS	–	–	$0	–	$0	$500	-$500	$0
10-430-4025 - STREET/ROADWAY IMPACT FEES	–	$462,788	$229,373	$662,681	$475,000	$229,373	$245,627	$475,000
10-431-1700 - SOLID WASTE FEES	$1,179,326	$1,259,041	$1,256,062	$1,097,463	$1,314,810	$1,256,062	$128,678	$1,384,740

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-431-1750 - HAZARDOUS WASTE FEES	$63,512	$66,274	$66,123	$57,922	$69,375	$66,123	$3,252	$69,375
10-431-1800 - GREEN CENTER REVENUE	$4,488	$5,151	$4,937	$4,552	$4,502	$4,937	-$435	$4,502
10-434-3100 - SUNSET PARK REVENUE	$1,506	$560	$710	–	$0	$710	-$710	$0
10-434-3300 - PARKS & REC OTHER REVENUE	$140	–	–	–	–	–	–	–
10-435-1810 - POOL OVER AND SHORT	-$1,788	-$930	–	–	–	–	–	–
10-435-3100 - POOL REVENUE	$16,086	$11,993	$11,103	$370	$11,103	$11,103	–	$11,103
10-435-3150 - POOL SNACKS REVENUE	$0	$4,895	–	–	–	–	–	–
10-435-3200 - TRANSFER FROM PARK FUND	–	–	$0	–	$0	$15,770	-$15,770	$0
10-435-3300 - SWIMMING POOL OTHER REVENUE	$30	$30	–	–	–	–	–	–
10-440-3100 - AIRPORT REVENUE	–	–	$0	–	$0	$12,000	-$12,000	$0
10-440-3103 - AIRPORT FUEL REVENUE	–	–	–	$0	–	–	–	–
10-440-3200 - RAMP GRANT REVENUE	–	–	$0	–	$0	$750	-$750	$0
10-445-3230 - LIBRARY GRANTS	$1,197	$1,000	$1,000	$692	$500	$1,000	-$500	$500
10-445-5000 - DONATIONS TO LIBRARY	$0	$0	–	–	–	–	–	–
10-530-1000 - ACCRUED SALARY (AUDITOR ADJ)	$3,191	$3,299	–	–	–	–	–	–
10 - GENERAL FUND TOTAL	**$12,677,229**	**$14,554,197**	**$14,892,924**	**$14,843,203**	**$15,667,775**	**$15,232,588**	**$490,844**	**$15,723,432**
11 - Hotel Fund								
11-411-1230 - HOTEL OCCUPANCY TAX	$236,652	$213,820	$286,878	$188,139	$261,012	$286,878	-$25,866	$261,012
11-411-1410 - INVESTMENT INTEREST	$6,353	$44,268	$43,119	$45,722	$40,988	$43,119	-$2,131	$40,988

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
11 - HOTEL FUND TOTAL	**$243,004**	**$258,088**	**$329,997**	**$233,861**	**$302,001**	**$329,997**	**-$27,996**	**$302,001**
14 - Aviation Fund								
14-440-9101 - Transfer from General Fund	–	–	$0	–	$239,387	–	$92,299	$92,299
14-440-3225 - AIRPORT GRANT REVENUE	–	$43,000	–	$32,000	–	–	–	–
14-440-3173 - MISCELLANEOUS AIRPORT REVENUE	–	$30	$0	–	$0	–	–	$0
14-440-1410 - INVESTMENT INTEREST	–	–	$0	–	$0	–	–	$0
14-440-1430 - CREDIT CARD FEES	–	–	$0	–	$0	–	–	$0
14-440-3100 - AIRPORT REVENUE	$0	–	$23,400	–	$0	$23,400	-$23,400	$0
14-440-3103 - AIRPORT FUEL REVENUE	$381,602	$270,756	$300,000	$232,758	$275,082	$300,000	-$24,918	$275,082
14-440-3105 - F-4 PROJECT	–	–	$0	–	$0	–	–	$0
14-440-3113 - TTF AGREEMENTS	–	–	$0	–	$0	–	–	$0
14-440-3123 - MONTHLY TIE DOWNS	–	–	$0	–	$0	–	–	$0
14-440-3133 - VEHICLE PARKING	–	–	$0	–	$0	–	–	$0
14-440-3143 - RAAPOA ACCESS FEE	$23,400	$23,400	$0	–	$0	–	–	$0
14-440-3153 - OVERNIGHT TIE DOWN	$1,039	$410	$500	$170	$200	$500	-$300	$200
14-440-3163 - TIE DOWN LEASE AGREEMENT	$5,740	$4,760	$5,665	$2,355	$2,773	$5,665	-$2,892	$2,773
14-440-3200 - RAMP GRANT REVENUE	$8,342	$15,941	$5,000	$14,160	$10,000	$5,000	$5,000	$10,000
14-440-3250 - AIRPORT POA SHARED EXP CONT	–	–	$0	–	$0	–	–	$0
14-440-3300 - AIRPORT POA CIP CONTRIBUTION	–	–	$0	–	$0	–	–	$0
14-440-3350 - TXDOT MATCHING FUND PROJECT	–	–	$0	–	$0	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
14-440-3400 - AIRPORT POA AWOS CONTRIBUTION	–	–	$0	–	$0	–	–	$0
14-440-9000 - TRANSFERS IN	$0	$0	–	–	–	–	–	–
14 - AVIATION FUND TOTAL	**$420,123**	**$358,296**	**$334,565**	**$281,443**	**$527,443**	**$334,565**	**$45,790**	**$380,355**
15 - Municipal Golf Course								
15-410-1100 - CART RENTAL	$146,569	$144,813	$150,000	$146,783	$65,539	$150,000	$30,000	$180,000
15-410-1201 - DRIVING RANGE REVENUE	$25,305	$19,896	$20,284	$24,035	$12,437	$20,284	$14,716	$35,000
15-410-1305 - GREENS FEES	$290,741	$181,307	$191,978	$210,695	$101,828	$191,978	$8,022	$200,000
15-410-1310 - HANDICAP FEES	$3,810	$4,145	$3,929	$1,320	$1,232	$3,929	-$1,929	$2,000
15-410-1320 - MEMBERSHIP FEES	$126,661	$74,739	$78,730	$82,916	$46,288	$78,730	$11,270	$90,000
15-410-1325 - PRO SHOP SALES	$58,368	$33,035	$36,175	$44,751	$17,836	$36,175	$23,825	$60,000
15-410-1330 - CLUB RENTAL	$7,604	$8,037	$8,639	$5,738	$2,389	$8,639	-$1,639	$7,000
15-410-1335 - TOURNAMENT FEES - TAXABLE	–	–	$0	–	$0	$43,400	-$40,400	$3,000
15-410-1336 - TOURNAMENT FEES - NON-TAXABLE	$19,319	$10,480	$9,934	–	$0	$9,934	-$6,934	$3,000
15-410-1338 - HOLE SPONSORSHIP	$0	–	–	–	–	–	–	–
15-410-1340 - OTHER REVENUE	$55,155	$9,713	$8,000	$6,214	$3,174	$8,000	$500	$8,500
15-410-1810 - LONG AND SHORT	-$1,739	-$930	$0	-$2,052	-$1,787	–	–	$0
15-410-1900 - GC CREDIT CARD FEES	–	–	$16,662	$10,737	$3,699	$16,662	-$16,662	$0
15-410-7953 - GRANTS - NOT CAPITAL	–	–	$0	–	$0	–	–	$0
15-410-9101 - TRANSFER FROM GENERAL FUND	$438,694	$800,000	$1,048,044	–	$0	$1,048,044	-$77,525	$970,519
15-410-9850 - CAPITAL CONTRIBUTIONS - AUDIT	$0	$0	$0	–	$0	–	–	$0
15-420-1100 - BEER & WINE SALES	–	–	$0	–	$0	$33,000	-$33,000	$0
15-420-1200 - OTHER DRINKS NON-TAXABLE	$0	$0	$0	–	$0	$18,400	-$18,400	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-420-1201 - FOOD SALES	$0	$0	$0	–	$0	$52,200	-$52,200	$0
15-420-1205 - OTHER DRINKS - TAXABLE	$0	$0	$0	–	$0	–	–	$0
15-420-1300 - FACILITY RENTAL	$34,200	$34,250	$34,200	$28,500	$17,100	$34,200	–	$34,200
15-420-1810 - OVER/SHORT	–	–	$0	–	$0	–	–	$0
15 - MUNICIPAL GOLF COURSE TOTAL	**$1,204,688**	**$1,319,484**	**$1,606,575**	**$559,637**	**$269,735**	**$1,753,575**	**-$160,356**	**$1,593,219**
30 - Utilities								
30-450-1414 - 2018 LCRA REUSE WTR GRNT PROJE	–	–	$0	$386	$347	–	$347	$347
30-430-1200 - INSURANCE RECOVERY	$927	$0	$0	$1,025	$0	–	–	$0
30-430-1300 - CONTRIBUTED CAPITAL	–	–	$0	–	$0	–	–	$0
30-450-1410 - INVESTMENT INTEREST	$73,256	$626,574	$600,985	$769,287	$689,091	$600,985	$88,106	$689,091
30-450-1411 - ARPA GRANT INTEREST	$7,517	$91,662	$10,000	$0	$0	$10,000	-$10,000	$0
30-450-1412 - WTP EXPANSION INTEREST	$6,106	$38,845	$38,151	$36,567	$32,971	$38,151	-$5,180	$32,971
30-450-1413 - WATERLINE: BAR K TO BRONCO INT	$6,566	$41,603	$40,861	$17,907	$0	$40,861	-$40,861	$0
30-450-1415 - SPECIAL ACCT INTEREST	–	–	$0	–	$0	–	–	$0
30-450-1420 - UTILITY EXTENSIONS REQUEST FEE	$89,800	$22,020	$17,220	$17,700	$16,100	$17,220	-$1,120	$16,100
30-450-1421 - INTERFUND REIMBURSEMENT	–	–	$0	–	$0	–	–	$0
30-450-1425 - TRANS FROM BONDS - LABOR/EQUIP	–	–	$0	–	$0	$100,000	-$100,000	$0
30-450-1430 - CREDIT CARD SERVICE FEES	–	–	$116,425	$94,547	$108,985	$116,425	-$7,440	$108,985

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-450-1601 - PID ADMINISTRATION	–	–	$0	–	$0	–	–	$0
30-450-1602 - PID INSPECTIONS	–	–	$0	–	$0	–	–	$0
30-450-1810 - CASH LONG AND SHORT	-$2	$0	$0	–	$0	–	–	$0
30-450-3220 - OTHER UTILITY GRANTS	$100,545	$5,130	$0	$22,869	$0	–	–	$0
30-450-3230 - LCRA GRANTS	$58,350	$0	$0	–	$0	–	–	$0
30-450-4400 - OTHER REVENUE	$0	$52,136	$25,000	–	$0	$25,000	-$25,000	$0
30-450-7911 - BOND PROCEEDS	–	–	$0	–	$0	–	–	$0
30-450-9060 - LOAN PROCEEDS	–	–	$0	–	$0	–	–	$0
30-450-9100 - TRANSFER FROM RESERVES	–	–	$0	–	$0	–	$1,654,430	$1,654,430
30-450-9800 - OTHER RESOURCES	–	–	$0	–	$0	–	–	$0
30-450-9850 - Capital Contributions-Aud	$0	$0	–	–	–	–	–	–
30-450-9900 - INTERFUND TRANSFER	$0	$0	$0	–	$0	–	–	$0
30-470-9900 - INTERFUND TRANSFER	–	–	$0	–	$0	–	–	$0
30-460-4100 - WATER SERVICE FEES	$5,191,347	$5,167,203	$4,564,118	$3,889,556	$4,599,617	$4,564,118	$35,499	$4,599,617
30-460-4150 - DROUGHT EMERGENCY FEE	–	–	$0	–	$0	–	–	$0
30-460-4300 - WATER TAP FEES	$653,250	$303,750	$312,750	$218,250	$273,000	$312,750	-$39,750	$273,000
30-460-4360 - WATER EXTENSIONS	$387,762	$65,317	$65,658	$58,661	$58,644	$65,658	-$7,014	$58,644
30-460-4400 - OTHER REVENUE	$38,918	$34,529	$34,472	$43,509	$41,199	$34,472	$6,727	$41,199
30-460-4425 - FIRE HYDRANT	–	–	$0	–	$1	–	$1	$1
30-460-4450 - RECONNECT FEE REVENUE	–	–	$0	–	$0	–	–	$0
30-460-4500 - PENALTIES-SERVICE ACCTS	$111,840	$115,365	$116,210	$97,575	$117,260	$116,210	$1,050	$117,260

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-460-4510 - WATER FACILITY PEN/INT	–	–	$0	–	$0	$2,500	-$2,500	$0
30-460-4550 - ENGINEERING/METER SET FEES	–	–	$0	–	$0	–	–	$0
30-460-4740 - REBATE UTILITY SERVICE LINE	$125	$0	$0	–	$0	$4,000	-$4,000	$0
30-460-9101 - TRANSFERS IN	–	–	$0	–	$0	–	$401,157	$401,157
30-470-4100 - SEWER SERVICE FEES	$3,324,580	$3,506,835	$3,646,089	$3,048,733	$3,657,038	$3,646,089	$10,949	$3,657,038
30-470-4310 - SEWER TAP FEES	$934,265	$468,000	$491,625	$261,750	$327,000	$491,625	-$164,625	$327,000
30-470-4360 - SEWER EXTENSIONS	$330,280	$62,955	$64,779	$56,552	$55,347	$64,779	-$9,432	$55,347
30-470-4400 - OTHER REVENUE	$802	–	$0	$5,700	$5,700	–	$5,700	$5,700
30-470-4510 - FACILITY CHGS-INT/PEN	–	–	$0	–	$0	$700	-$700	$0
30-470-4550 - ENGINEERING/METER SET FEES	–	–	$0	–	$0	–	–	$0
30-480-1100 - TRANSFER FROM BOND FUND	–	–	$0	–	$0	–	–	$0
30-480-1200 - TRANSFER FROM WATER IMPACT FEE	$1,677,000	$0	$0	–	$0	–	–	$0
30-480-9900 - FUND TRANSFERS	–	–	$0	–	$590,737	–	$590,737	$590,737
30 - UTILITIES TOTAL	**$12,993,234**	**$10,601,923**	**$10,144,343**	**$8,640,574**	**$10,573,036**	**$10,251,543**	**$2,377,080**	**$12,628,623**
40 - Capital Improvement Fund								
40-480-1225 - 2024 CO RECEIVING ACCOUNT INT	–	–	$0	$624,681	$505,051	–	–	$0
40-480-1176 - INVESTMENT INTEREST	$14	$45	–	–	–	–	–	–
40-480-1185 - LCRA HOLLOWS WATER QUALITY INT	$1,483	$7,714	–	–	–	–	–	–
40-480-1188 - AUSTIN BLVD PAVING INTEREST	$218	$1,374	–	$0	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
40-480-1192 - 2017 CO RECEIVING ACCOUNT INT	$1,553	$24,015	$0	$23,611	$23,611	–	–	$0
40-480-1193 - WWTP IMPROVEMENTS INTEREST	$4,306	$18,865	–	–	–	–	–	–
40-480-1200 - WATER QUALITY IMPROVEMENTS INT	$299	$0	–	–	–	–	–	–
40-480-1201 - LIFT STATION SCADA IMPROV INTE	$497	$0	–	–	–	–	–	–
40-480-1205 - WATER MASTER PLAN #1 RECOM INT	$158	$0	–	–	–	–	–	–
40-480-1207 - 2018 LCRA REUSE WTR GRNT PROJE	$32	$384	–	$0	–	–	–	–
40-480-1208 - TOWN CENTER DEVELOPMENT INTERE	$3,890	$0	–	–	–	–	–	–
40-480-1212 - LEAK DETECTION SURVEY INTEREST	$28	$0	–	–	–	–	–	–
40-480-1213 - PUBLIC WORKS BREAKROOM INTERES	$0	$0	–	–	–	–	–	–
40-480-1214 - GOLF COURSE RECONSTRUCTION INT	$0	$0	–	–	–	–	–	–
40-480-1215 - IMPACT FEE STUDY INTEREST	$4	$0	–	–	–	–	–	–
40-480-1216 - AIRPORT HANGARS INTEREST	$0	$0	–	–	–	–	–	–
40-480-1217 - WTP #3 SLUDGE POND/H20 SYS BAL	$1,592	$0	–	–	–	–	–	–
40-480-1218 - WTP #3 GENERATOR INTEREST	$1,412	$2,224	–	–	–	–	–	–
40-480-1219 - WASTEWATER SYSTEM MASTER PLAN	$1,362	$2,604	–	–	–	–	–	–
40-480-1220 - METER SYSTEM AMI INSTALL INT	$274	$0	–	–	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
40-480-1221 - LV SUNSET PARK INTEREST	$3,554	$0	–	–	–	–	–	–
40-480-1222 - ARPA GRANT INTEREST	$0	$0	–	–	–	–	–	–
40-480-1223 - WTP EXPANSION INTEREST	$0	$0	–	–	–	–	–	–
40-480-1224 - WATERLINE: BAR-K TO BRONCO INT	$0	$0	–	–	–	–	–	–
40-480-7911 - BOND PROCEEDS	–	–	$0	$23,465,000	$23,465,000	–	–	$0
40-480-7916 - PREMIUM/DISCOUNT BOND ISSUE	–	–	$0	$2,520,405	$2,520,405	–	–	$0
40-480-7920 - TRANSFER WATER IMPACT FEES	$9,500	$0	–	–	–	–	–	–
40-480-7930 - TRANS WASTEWATER IMPACT FEES	$9,500	$0	–	–	–	–	–	–
40-480-9100 - TRANS/GENERAL FUND TO CIP	$407,000	–	–	–	–	–	–	–
40-480-9200 - TRANS/UTILITY FUND TO CIP	$217,000	$0	–	–	–	–	–	–
40-580-9000 - TRANSFERS-DUE TO DUE FROM	$0	$0	–	–	–	–	–	–
40 - CAPITAL IMPROVEMENT FUND TOTAL	**$663,678**	**$57,225**	**$0**	**$26,633,698**	**$26,514,067**	**–**	**–**	**$0**
42 - Impact Fee Fund								
42-450-1410 - INTEREST ON INVESTMENT	$78,201	$369,812	$360,631	$409,568	$366,083	$360,631	$5,452	$366,083
42-460-4350 - WATER IMPACT FEES	$1,255,284	$666,434	$706,406	$358,572	$353,203	$706,406	-$353,203	$353,203
42-460-9100 - WATER IMPACT FEE RESERVE	–	–	$0	–	$0	–	–	$0
42-470-4350 - WASTEWATER IMPACT FEES	$968,325	$584,700	$616,940	$294,670	$308,470	$616,940	-$308,470	$308,470
42-470-9100 - WASTEWATER IMPACT FEE RESERVE	–	–	$0	–	$0	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
42 - IMPACT FEE FUND TOTAL	**$2,301,810**	**$1,620,946**	**$1,683,977**	**$1,062,810**	**$1,027,756**	**$1,683,977**	**-$656,221**	**$1,027,756**
43 - Parkland Fee Fund								
43-460-1410 - INVESTMENT INTEREST	$5,088	$31,925	$31,356	$32,084	$28,802	$31,356	-$2,554	$28,802
43-460-4350 - PARK LAND REVENUE	$0	$0	$0	–	$0	–	–	$0
43-460-9000 - TRANSFERS IN	–	–	$0	–	$0	–	–	$0
43-460-9700 - TRANSFERS - DUE TO DUE FROM	–	–	$0	–	$0	–	–	$0
43 - PARKLAND FEE FUND TOTAL	**$5,088**	**$31,925**	**$31,356**	**$32,084**	**$28,802**	**$31,356**	**-$2,554**	**$28,802**
50 - Debt Service								
50-480-7916 - PREMIUM	–	–	–	$13,892	–	–	–	–
50-480-1410 - AD VALOREM - INTEREST INCOME	$5,903	$43,585	$46,695	$47,515	$42,377	$46,695	-$4,318	$42,377
50-480-9108 - TRANSFER FROM GOLF COURSE FUND	–	–	$0	–	$0	–	–	$0
50-480-9109 - TRANSFER FROM IMPACT FEE FUND	–	–	$0	–	$0	–	–	$0
50-485-1110 - AD VALOREM TAXES FOR DEBT SVC	$2,675,754	$2,748,921	$2,676,372	$2,705,020	$4,493,771	$2,676,372	$1,817,399	$4,493,771
50-485-1111 - AD VALOREM PENALTIES & INTERES	$20,178	$15,752	$0	–	$0	–	–	$0
50-485-1115 - BUY DOWN FROM DEBT	–	–	$0	–	$0	$417,063	-$417,063	$0
50-485-1410 - INVESTMENT INTEREST	$0	–	$0	–	$0	$150,000	-$150,000	$0
50-485-1500 - BOND FUNDING REVENUE	–	–	$0	–	$0	–	–	$0
50 - DEBT SERVICE TOTAL	**$2,701,835**	**$2,808,258**	**$2,723,067**	**$2,766,427**	**$4,536,148**	**$3,290,130**	**$1,246,018**	**$4,536,148**
REVENUES TOTAL	**$33,210,690**	**$31,610,342**	**$31,746,804**	**$55,053,736**	**$59,446,763**	**$32,907,731**	**$3,312,604**	**$36,220,335**
Expenses								
10 - General Fund								

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Administration								
Personnel & Benefits								
10-510-1000 - ACCRUED SALARY EXPENSE (AJE)	$1,560	$3,548	–	–	–	–	–	–
10-510-1010 - STATE UNEMPLOYMENT TAX	$9	$18	$504	$234	$504	–	–	$0
10-510-1020 - SOCIAL SECURITY / MEDICARE	$13,170	$16,918	$19,149	$15,146	$19,149	–	–	$0
10-510-1030 - TMRS	$14,015	$20,224	$22,729	$19,578	$22,729	–	–	$0
10-510-1050 - HEALTH, DENTAL & LIFE INS	$10,485	$20,639	$21,666	$19,996	$21,666	–	–	$0
10-510-1060 - HEALTH REIMBURSEMENT ACCOUNT	$664	$1,421	$1,308	$1,107	$1,308	–	–	$0
10-510-1070 - WORKERS COMPENSATION	$450	$3,775	$4,152	$666	$4,152	–	–	$0
10-510-1100 - CITY MANAGER	$165,000	$180,865	$181,500	$153,577	$181,500	–	–	$0
10-510-1110 - CITY SECRETARY	$0	$0	–	–	–	–	–	–
10-510-1115 - PROGRAM MANAGER	$0	$55,541	$60,000	$50,769	$60,000	–	–	$0
10-510-1138 - CELL PHONE ALLOWANCE	–	$0	–	–	–	–	–	–
10-510-1143 - CELL PHONE ALLOWANCE	$0	$0	–	–	–	–	–	–
10-510-1144 - CAR ALLOWANCE	$7,200	$7,200	$7,200	$6,092	$7,200	–	–	$0
10-510-1145 - LONGEVITY PAY	$35	$138	$208	$208	$208	–	–	$0
10-510-1146 - REWARDS PROGRAM	$0	$810	$810	$810	$810	–	–	$0
10-510-1148 - CELL PHONE STIPEND	$0	$577	$600	$508	$600	–	–	$0
10-510-1149 - IN LIEU OF	$35	$69	$138	$69	$138	–	–	$0
10-510-1405 - COLA PAY INCREASE	$0	–	–	–	–	–	–	–
10-510-1500 - GENERAL FUND PAY PLAN	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$15,747	–	$15,747
1030 - TMRS	–	–	$0	–	$0	$24,914	–	$24,914
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$21,666	–	$21,666
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$733	$733
1100 - BASE SALARIES	–	–	$0	–	$0	$253,575	–	$253,575
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$7,200	–	$7,200
1145 - LONGEVITY	–	–	$0	–	$0	$277	$52	$329
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
PERSONNEL & BENEFITS TOTAL	**$212,622**	**$311,743**	**$319,964**	**$268,760**	**$319,964**	**$326,670**	**$785**	**$327,455**
Operation & Maintenance								
10-510-4000 - LIABILITY & PROPERTY INS	$17,745	$17,021	$21,267	$18,823	$21,267	$21,267	–	$21,267
10-510-4110 - UNIFORMS	$56	$0	$100	–	$100	$100	–	$100
10-510-4200 - TRAVEL	$4,240	$786	$4,000	$2,137	$4,000	$4,000	–	$4,000
10-510-4300 - TRAINING/EDUCATION	$0	$1,560	$500	$195	$500	$500	–	$500
10-510-4305 - CONVENTIONS	$345	$0	$1,000	$510	$1,000	$1,000	–	$1,000
10-510-4400 - DUES & SUBSCRIPTIONS	$4,420	$5,131	$3,500	$5,334	$3,500	$3,500	–	$3,500
10-510-4550 - LEGAL NOTICES	$236	$575	–	–	–	–	–	–
10-510-4575 - BANK/CREDIT CARD FEES	$2,531	$3,246	$3,000	$4,251	$3,000	$3,000	–	$3,000
10-510-4600 - TELEPHONE/INTERNET	$289	$392	$300	$491	$300	$300	–	$300
10-510-4750 - MISCELLANEOUS EXPENSE	$3,750	$2,793	$3,000	$3,652	$3,000	$3,000	–	$3,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-510-4825 - IT EXPENSE	$0	$1,189	$750	$1,418	$750	$750	–	$750
OPERATION & MAINTENANCE TOTAL	**$33,612**	**$32,693**	**$37,417**	**$36,811**	**$37,417**	**$37,417**	**–**	**$37,417**
Supplies								
10-510-5100 - BOOKS,PUBLICATIONS & FILMS	$0	$300	$400	–	$400	$400	–	$400
10-510-5200 - POSTAGE	$3,076	$4,030	$3,500	$3,014	$3,500	$3,500	–	$3,500
10-510-5300 - SUPPLIES	$3,971	$3,956	$4,000	$2,977	$4,000	$4,000	–	$4,000
10-510-5400 - FUEL & LUBRICANTS	$0	$0	–	–	–	–	–	–
10-510-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$7,047**	**$8,285**	**$7,900**	**$5,991**	**$7,900**	**$7,900**	**–**	**$7,900**
Services								
10-510-6100 - PROFESSIONAL SERVICES	$5,250	$3,045	$20,000	–	$20,000	$20,000	–	$20,000
10-510-6110 - AUDIT SERVICES	$9,975	$11,250	$20,000	$12,750	$20,000	$20,000	–	$20,000
10-510-6135 - CONTRACTUAL SERVICES	–	$86,800	$30,000	$20,398	$30,000	$30,000	–	$30,000
10-510-6140 - PURCHASE/SALE OF ASSETS	$1,750	$8,378	$5,000	$399	$5,000	$5,000	–	$5,000
10-510-6200 - TAX COLLECTION SERVICES	$0	–	–	–	–	–	–	–
10-510-6400 - PRINTING & BINDING SERVICES	$4,000	$0	$2,000	–	$2,000	$2,000	–	$2,000
10-510-6500 - MISCELLANEOUS SERVICES	$0	–	$1,000	–	$1,000	$1,000	–	$1,000
10-510-6540 - MAINTENANCE AGREEMENTS	$550	$0	$10,000	–	$10,000	$10,000	–	$10,000
10-510-6560 - CITY MANAGER CONTINGENCY	$17,603	$8,143	$15,000	$260	$15,000	$15,000	–	$15,000
SERVICES TOTAL	**$39,128**	**$117,616**	**$103,000**	**$33,806**	**$103,000**	**$103,000**	**–**	**$103,000**
Assets								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-510-9710 - LAND ACQUISITION	$0	$25,001	–	$2,736	–	–	–	–
10-510-9730 - OFFICE EQUIPMENT & SOFTWARE	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$25,001**	**–**	**$2,736**	**–**	**–**	**–**	**–**
ADMINISTRATION TOTAL	**$292,410**	**$495,338**	**$468,281**	**$348,104**	**$468,281**	**$474,987**	**$785**	**$475,772**
Non-Departmental								
Personnel & Benefits								
10-511-1010 - STATE UNEMPLOYMENT TAX	$1	$0	–	–	–	–	–	–
10-511-1020 - SOCIAL SECURITY / MEDICARE	$114	–	–	–	–	–	–	–
10-511-1260 - EVENT EMPLOYEES	$1,484	–	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$1,599**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Operation & Maintenance								
10-511-4715 - Matching Grant Funds	–	–	$0	–	$0	–	$100,000	$100,000
10-511-4575 - CREDIT CARD FEES	$40	$39	$500	–	$500	$500	–	$500
10-511-4700 - EVENTS	$0	$41,679	$15,000	$30,675	$15,000	$15,000	$70,000	$85,000
10-511-4750 - MISCELLANEOUS EXPENSE	$17,977	$1,076	$2,000	–	$2,000	$2,000	–	$2,000
10-511-4800 - KLVB DONATION EXPENSE	$15,000	$23,500	$31,100	$33,100	$31,100	$31,100	$16,400	$47,500
10-511-4850 - VETERANS MEMORIAL EXPENSES	$0	$190	$5,000	$2,129	$5,000	$5,000	–	$5,000
10-511-4875 - LAGO FEST EXPENDITURES	$36,710	$40,309	$40,000	$36,903	$40,000	$40,000	–	$40,000
OPERATION & MAINTENANCE TOTAL	**$69,728**	**$106,794**	**$93,600**	**$102,807**	**$93,600**	**$93,600**	**$186,400**	**$280,000**
Services								
10-511-6100 - PROFESSIONAL SERVICES	$37,100	$121,919	$300,600	$26,146	$300,600	$300,600	$16,200	$316,800

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-511-6135 - CONTRACTUAL SERVICES	$0	$2,898	$250,000	–	$250,000	$250,000	$78,996	$328,996
SERVICES TOTAL	**$37,100**	**$124,817**	**$550,600**	**$26,146**	**$550,600**	**$550,600**	**$95,196**	**$645,796**
Assets								
10-511-9700 - TOWN CENTER DEVELOPMENT FURNIT	$0	–	–	–	–	–	–	–
10-511-9750 - TOWN CENTER DEVELOPMENT BLDG	$40,425	$0	–	–	–	–	–	–
ASSETS TOTAL	**$40,425**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
NON-DEPARTMENTAL TOTAL	**$148,852**	**$231,611**	**$644,200**	**$128,953**	**$644,200**	**$644,200**	**$281,596**	**$925,796**
Development Services								
Expenses								
10-512-1115 - CITY PLANNER	–	–	–	$6,615	–	–	–	–
EXPENSES TOTAL	**–**	**–**	**–**	**$6,615**	**–**	**–**	**–**	**–**
Personnel & Benefits								
10-512-1000 - ACCRUED SALARY (AUDITOR ADJ)	$6,698	$2,142	–	–	–	–	–	–
10-512-1010 - STATE UNEMPLOYMENT TAX	$324	$72	$2,016	$689	$2,016	–	–	$0
10-512-1020 - SOCIAL SECURITY / MEDICARE	$34,444	$39,329	$36,835	$25,843	$36,835	–	–	$0
10-512-1030 - TMRS	$37,039	$42,730	$43,721	$29,812	$43,721	–	–	$0
10-512-1050 - HEALTH, DENTAL & LIFE INS.	$81,759	$86,144	$82,424	$56,481	$82,424	–	–	$0
10-512-1060 - HEALTH REIMBURSEMENT ACCOUNT	$5,087	$5,411	$5,232	$3,279	$5,232	–	–	$0
10-512-1070 - WORKERS COMPENSATION	$1,162	$8,982	$9,880	$1,935	$9,880	–	–	$0
10-512-1106 - DIR. OF DEVELOPMENT SERVICES	$92,431	$111,220	$111,967	$94,742	$111,967	–	–	$0
10-512-1110 - DEVELOPMENT SERVICES ASSISTANT	$49,220	$52,538	$53,622	$47,223	$53,622	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-512-1120 - BUILDING OFFICIAL	$79,104	$83,771	$83,955	$45,648	$83,955	–	–	$0
10-512-1125 - BUILDING INSPECTOR	$110,850	$118,135	$118,456	$55,579	$118,456	–	–	$0
10-512-1130 - CITY PLANNER	$27,322	$49,028	$49,140	$41,580	$49,140	–	–	$0
10-512-1140 - CODE ENFORCEMENT OFFICER	$45,131	$49,042	–	$2,053	–	–	–	–
10-512-1143 - DO NOT USECELL PHONE ALLOWA	$0	$0	–	–	–	–	–	–
10-512-1145 - LONGEVITY PAY	$796	$1,073	$1,108	$969	$1,108	–	–	$0
10-512-1146 - REWARDS PROGRAM	$2,429	$3,239	$2,834	$2,429	$2,834	–	–	$0
10-512-1147 - UNIFORM/BOOT ALLOWANCE	$720	$720	$540	–	$540	–	–	$0
10-512-1148 - CELL PHONE STIPEND	$2,400	$2,215	$1,200	$1,039	$1,200	–	–	$0
10-512-1149 - IN LIEU OF	$242	$277	$553	$242	$553	–	–	$0
10-512-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-512-1525 - DEV SVCS SECRETARY	$44,576	$46,856	$58,682	$31,366	$58,682	–	–	$0
10-512-1530 - OFFICE TECHNICIAN	$0	$0	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$2,016	–	$2,016
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$44,087	–	$44,087
1030 - TMRS	–	–	$0	–	$0	$54,690	–	$54,690
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$128,233	–	$128,233
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$5,232	–	$5,232
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$2,128	$2,128
1100 - BASE SALARIES	–	–	$0	–	$0	$570,337	–	$570,337
1145 - LONGEVITY	–	–	$0	–	$0	$1,107	-$252	$855
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$2,834	–	$2,834
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$540	-$180	$360

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,200	–	$1,200
1149 - IN LIEU OF	–	–	$0	–	$0	$277	–	$277
PERSONNEL & BENEFITS TOTAL	**$621,734**	**$702,924**	**$662,165**	**$440,908**	**$662,165**	**$810,553**	**$1,696**	**$812,249**
Operation & Maintenance								
10-512-4000 - LIABILITY & PROPERTY INS	$1,210	$2,471	$1,464	$3,717	$1,464	$1,464	$2,625	$4,089
10-512-4110 - UNIFORMS	$1,270	$1,019	$2,500	$1,043	$2,500	$2,500	$500	$3,000
10-512-4200 - TRAVEL	$535	$277	$4,000	$2,585	$4,000	$4,000	$500	$4,500
10-512-4300 - TRAINING/EDUCATION	$1,780	$2,068	$3,000	$1,685	$4,000	$3,000	$1,500	$4,500
10-512-4400 - DUES & SUBSCRIPTIONS	$1,249	$2,204	$2,500	$1,114	$2,800	$2,500	$500	$3,000
10-512-4525 - CONTRACT INSPECTIONS	$57,055	$68,055	$65,000	$51,210	$63,000	$65,000	–	$65,000
10-512-4550 - LEGAL NOTICES	$4,502	$4,162	$7,000	$3,435	$5,600	$7,000	–	$7,000
10-512-4575 - CREDIT CARD FEES	$32,073	$30,132	$35,000	$22,284	$35,000	$35,000	–	$35,000
10-512-4600 - TELEPHONE/INTERNET	$1,046	$1,089	$1,500	$978	$1,500	$1,500	$250	$1,750
10-512-4700 - MAINTENANCE & REPAIRS	$38	$141	$300	–	$300	$300	–	$300
10-512-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$980	$3,216	$4,000	–	$1,000	$4,000	–	$4,000
10-512-4730 - Vehicle Safety Equipment	–	–	$0	–	$0	–	–	$0
10-512-4750 - MISCELLANEOUS EXPENSE	$5,016	$19,476	$5,000	$1,823	$2,500	$5,000	–	$5,000
10-512-4760 - BCCP - MITIGATION	$2,750	$0	–	–	–	–	–	–
10-512-4825 - IT EXPENSE	$136	$1,673	$1,000	$2,398	$2,000	$1,000	$4,000	$5,000
OPERATION & MAINTENANCE TOTAL	**$109,641**	**$135,981**	**$132,264**	**$92,273**	**$125,664**	**$132,264**	**$9,875**	**$142,139**
Supplies								

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-512-5100 - BOOKS,PUBLICATIONS & FILMS	$1,254	–	$1,000	$260	$1,000	$1,000	–	$1,000
10-512-5200 - POSTAGE	$0	–	–	–	–	–	–	–
10-512-5300 - SUPPLIES	$1,286	$3,385	$2,500	$1,112	$2,250	$2,500	–	$2,500
10-512-5400 - FUEL & LUBRICANTS	$7,426	$5,381	$6,000	$1,818	$6,000	$6,000	–	$6,000
SUPPLIES TOTAL	**$9,966**	**$8,766**	**$9,500**	**$3,190**	**$9,250**	**$9,500**	**–**	**$9,500**
Services								
10-512-6100 - PROFESSIONAL SERVICES	$11,668	$20,128	$180,000	$126,800	$180,000	$180,000	-$70,000	$110,000
10-512-6120 - LEGAL SERVICES	–	$2,563	–	–	–	–	–	–
10-512-6130 - ENGINEERING & PLANNING SERVICE	$57,535	$150,013	$90,000	$133,934	$190,000	$90,000	–	$90,000
10-512-6133 - PID ACCOUNTING SERVICES	$0	$0	–	$490	–	–	–	–
10-512-6500 - MISCELLANEOUS SERVICES	$14,542	$10,479	$4,000	-$1,125	$4,000	$4,000	–	$4,000
10-512-6540 - MAINTENANCE AGREEMENTS	$0	$7,816	$24,200	$24,646	$24,200	$24,200	–	$24,200
SERVICES TOTAL	**$83,745**	**$190,999**	**$298,200**	**$284,745**	**$398,200**	**$298,200**	**-$70,000**	**$228,200**
Assets								
10-512-9730 - EQUIPMENT/SOFTWARE/ASSETS	$61,973	$0	$35,000	$32,858	$35,000	$35,000	–	$35,000
10-512-9760 - VEHICLES	$0	$0	$0	–	$0	–	$45,000	$45,000
ASSETS TOTAL	**$61,973**	**$0**	**$35,000**	**$32,858**	**$35,000**	**$35,000**	**$45,000**	**$80,000**
DEVELOPMENT SERVICES TOTAL	**$887,059**	**$1,038,671**	**$1,137,129**	**$860,589**	**$1,230,279**	**$1,285,517**	**-$13,429**	**$1,272,088**
Finance								
Personnel & Benefits								
10-513-1000 - ACCRUED SALARY (AUDITOR ADJ)	$8,345	$8,617	–	–	–	–	–	–
10-513-1010 - STATE UNEMPLOYMENT TAX	$27	$50	$1,008	$503	$1,008	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-513-1020 - SOCIAL SECURITY / MEDICARE	$13,487	$18,346	$29,404	$26,204	$29,404	–	–	$0
10-513-1030 - TMRS	$13,556	$19,743	$34,900	$30,023	$34,900	–	–	$0
10-513-1050 - HEALTH, DENTAL & LIFE INS.	$34,844	$44,508	$60,357	$54,490	$60,357	–	–	$0
10-513-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,736	$2,099	$2,616	$2,215	$2,616	–	–	$0
10-513-1070 - WORKERS COMPENSATION	$412	$5,177	$5,695	$1,113	$5,695	–	–	$0
10-513-1100 - PROCUREMENT MANAGER	–	$26,154	$80,000	$67,692	$80,000	–	–	$0
10-513-1120 - STAFF ACCOUNTANT	$22,327	$40,693	–	$5,760	–	–	–	–
10-513-1121 - FINANCE SUPERVISOR	$55,908	$65,154	$73,966	$63,466	$73,966	–	–	$0
10-513-1140 - FINANCE DIRECTOR	$85,057	$96,758	$105,269	$89,074	$105,269	–	–	$0
10-513-1142 - CHIEF FINANCIAL OFFICER	$0	$11,538	$120,000	$101,538	$120,000	–	–	$0
10-513-1143 - PROCUREMENT MANAGER	$0	–	–	–	–	–	–	–
10-513-1145 - LONGEVITY	$900	$1,003	$1,107	$1,107	$1,107	–	–	$0
10-513-1146 - REWARDS PROGRAM	$810	$1,215	$1,620	$1,215	$1,620	–	–	$0
10-513-1148 - CELL PHONE STIPEND	$1,500	$1,639	$2,400	$1,016	$2,400	–	–	$0
10-513-1149 - IN LIEU OF	$69	$104	$277	$138	$277	–	–	$0
10-513-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$1,260	–	$1,260
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$34,172	–	$34,172
1030 - TMRS	–	–	$0	–	$0	$38,405	–	$38,405
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$50,619	–	$50,619
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$2,616	–	$2,616

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$1,224	$1,224
1100 - BASE SALARIES	–	–	$0	–	$0	$441,288	–	$441,288
1145 - LONGEVITY	–	–	$0	–	$0	$1,246	$162	$1,408
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,620	$405	$2,025
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$2,400	–	$2,400
1149 - IN LIEU OF	–	–	$0	–	$0	$138	$69	$207
PERSONNEL & BENEFITS TOTAL	**$238,978**	**$342,798**	**$518,619**	**$445,554**	**$518,619**	**$573,764**	**$1,860**	**$575,624**
Operation & Maintenance								
10-513-4110 - UNIFORMS	–	$213	$300	–	$0	$300	-$100	$200
10-513-4200 - TRAVEL	$812	$225	$1,000	$1,328	$1,600	$1,000	$600	$1,600
10-513-4300 - TRAINING/EDUCATION	$0	$1,135	$2,000	$1,427	$2,000	$2,000	–	$2,000
10-513-4400 - DUES & SUBSCRIPTIONS	–	$300	$150	$250	$300	$150	$150	$300
10-513-4420 - NOTARY BONDS	$0	$230	$115	–	$0	$115	–	$115
10-513-4600 - TELEPHONE/INTERNET	–	$9	$0	$208	$198	–	$200	$200
10-513-4750 - MISCELLANEOUS EXPENSE	$190	$189	$500	$4,650	$5,000	$500	$500	$1,000
10-513-4825 - IT EXPENSE	$237	–	$3,500	–	$3,500	$3,500	–	$3,500
OPERATION & MAINTENANCE TOTAL	**$1,240**	**$2,301**	**$7,565**	**$7,863**	**$12,598**	**$7,565**	**$1,350**	**$8,915**
Supplies								
10-513-5200 - POSTAGE	$0	–	–	–	–	–	–	–
10-513-5300 - SUPPLIES	$1,072	$481	$2,000	$451	$1,000	$2,000	-$500	$1,500
SUPPLIES TOTAL	**$1,072**	**$481**	**$2,000**	**$451**	**$1,000**	**$2,000**	**-$500**	**$1,500**
Services								
10-513-6100 - PROFESSIONAL SERVICES	$0	–	$25,000	–	$5,000	$25,000	-$25,000	$0
10-513-6200 - TAX COLLECTIONS	$24,198	$27,296	$32,000	$29,910	$32,000	$32,000	$2,000	$34,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-513-6210 - TAX APPRAISAL SERVICES	$31,954	$39,330	$45,000	$38,121	$50,828	$45,000	$10,000	$55,000
SERVICES TOTAL	**$56,152**	**$66,626**	**$102,000**	**$68,030**	**$87,828**	**$102,000**	**-$13,000**	**$89,000**
FINANCE TOTAL	**$297,442**	**$412,205**	**$630,184**	**$521,898**	**$620,045**	**$685,329**	**-$10,290**	**$675,039**
Human Resources								
Expenses								
10-514-4000 - LIABILITY & PROPERTY INS	–	–	$0	–	$0	–	–	$0
EXPENSES TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
Personnel & Benefits								
10-514-1000 - ACCRUED SALARY (AUDITOR ADJ)	$797	$918	–	–	–	–	–	–
10-514-1010 - STATE UNEMPLOYMENT TAX	$9	$9	$252	$117	$252	–	–	$0
10-514-1020 - SOCIAL SECURITY / MEDICARE	$4,724	$6,325	$7,352	$6,636	$7,352	–	–	$0
10-514-1030 - TMRS	$6,048	$7,858	$8,727	$8,335	$8,727	–	–	$0
10-514-1050 - HEALTH, DENTAL & LIFE INS	$19,909	$19,306	$20,538	$13,693	$20,538	–	–	$0
10-514-1060 - HEALTH REIMBURSEMENT ACCOUNT	$718	$717	$654	$438	$654	–	–	$0
10-514-1070 - WORKERS COMPENSATION	$442	$1,160	$1,275	$442	$1,275	–	–	$0
10-514-1122 - HUMAN RESOURCES DIRECTOR	$69,035	$89,932	$90,765	$90,645	$90,765	–	–	$0
10-514-1144 - CAR ALLOWANCE	$4,200	$4,200	$4,200	$2,524	$4,200	–	–	$0
10-514-1145 - LONGEVITY	$69	$104	$138	$138	$138	–	–	$0
10-514-1146 - REWARDS PROGRAM	$405	$405	$405	$405	$405	–	–	$0
10-514-1148 - CELL PHONE STIPEND	$600	$600	$600	$361	$600	–	–	$0
10-514-1149 - IN LIEU OF	$35	$35	$69	$35	$69	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-514-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$252	–	$252
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$7,694	–	$7,694
1030 - TMRS	–	–	$0	–	$0	$9,545	–	$9,545
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$20,538	–	$20,538
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$654	–	$654
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$486	$486
1100 - BASE SALARIES	–	–	$0	–	$0	$95,303	–	$95,303
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$4,200	–	$4,200
1145 - LONGEVITY	–	–	$0	–	$0	$35	-$103	-$68
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$405	–	$405
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$35	–	$35
PERSONNEL & BENEFITS TOTAL	**$106,990**	**$131,568**	**$134,975**	**$123,768**	**$134,975**	**$139,260**	**$383**	**$139,643**
Operation & Maintenance								
10-514-4200 - TRAVEL	$0	–	$350	–	$500	$350	$150	$500
10-514-4300 - TRAINING/EDUCATION	$0	$688	$5,000	–	$5,000	$5,000	$2,000	$7,000
10-514-4400 - DUES & SUBSCRIPTIONS	$0	$279	$300	$35	$300	$300	–	$300
10-514-4550 - LEGAL NOTICES	$840	–	$1,000	–	$1,000	$1,000	-$1,000	$0
10-514-4700 - EVENTS	$0	$3,372	$8,000	$7,365	$8,000	$8,000	$4,000	$12,000
10-514-4750 - MISCELLANEOUS EXPENSE	$9,182	$321	$500	$1,519	$500	$500	$500	$1,000
10-514-4825 - INFORMATION TECHNOLOGY	$0	–	$500	–	$500	$500	–	$500
OPERATION & MAINTENANCE TOTAL	**$10,022**	**$4,660**	**$15,650**	**$8,920**	**$15,800**	**$15,650**	**$5,650**	**$21,300**

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Supplies								
10-514-5200 - POSTAGE	$9	–	–	$30	–	–	–	–
10-514-5300 - SUPPLIES	$498	$1,134	$1,500	$807	$1,000	$1,500	–	$1,500
10-514-5350 - EMPLOYEE RECOGNITION	$0	$2,841	$3,000	$2,519	$3,000	$3,000	$1,000	$4,000
10-514-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$507**	**$3,975**	**$4,500**	**$3,357**	**$4,000**	**$4,500**	**$1,000**	**$5,500**
Services								
10-514-6100 - PROFESSIONAL SERVICES	$37,152	$27,258	$20,000	$18,666	$20,000	$20,000	-$20,000	$0
10-514-6120 - LEGAL SERVICES	$31	$0	–	–	–	–	–	–
10-514-6400 - PRINTING & BINDING SERVICES	$200	$723	$4,000	$195	$500	$4,000	–	$4,000
10-514-6500 - MISCELLANEOUS SERVICES	–	–	$3,000	$560	$1,000	$3,000	$2,000	$5,000
10-514-6550 - ADVERTISING	–	–	$6,000	$7,134	$7,000	$6,000	$1,000	$7,000
SERVICES TOTAL	**$37,383**	**$27,980**	**$33,000**	**$26,555**	**$28,500**	**$33,000**	**-$17,000**	**$16,000**
HUMAN RESOURCES TOTAL	**$154,901**	**$168,183**	**$188,125**	**$162,599**	**$183,275**	**$192,410**	**-$9,967**	**$182,443**
Municipal Court								
Personnel & Benefits								
10-515-1000 - ACCRUED SALARY (AUDITOR ADJ)	$1,694	$4,119	–	–	–	–	–	–
10-515-1010 - STATE UNEMPLOYMENT TAX	$429	$18	$504	$234	$504	–	–	$0
10-515-1020 - SOCIAL SECURITY / MEDICARE	$7,135	$7,816	$8,078	$7,061	$8,078	–	–	$0
10-515-1030 - TMRS	$7,803	$8,643	$9,588	$8,344	$9,588	–	–	$0
10-515-1050 - HEALTH, DENTAL & LIFE INS.	$27,743	$26,910	$28,212	$26,371	$28,212	–	–	$0
10-515-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,328	$1,326	$1,308	$1,097	$1,308	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-515-1070 - WORKERS COMPENSATION	$530	$1,614	$1,775	$465	$1,775	–	–	$0
10-515-1130 - MUNICIPAL COURT CLERK	$95,164	$103,183	$103,981	$88,857	$103,981	–	–	$0
10-515-1145 - LONGEVITY	$69	$138	$208	$208	$208	–	–	$0
10-515-1146 - REWARDS PROGRAM	$0	$810	$810	$810	$810	–	–	$0
10-515-1148 - CELL PHONE STIPEND	$600	$600	$600	$508	$600	–	–	$0
10-515-1149 - IN LIEU OF	$69	$69	$138	$69	$138	–	–	$0
10-515-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$8,569	–	$8,569
1030 - TMRS	–	–	$0	–	$0	$10,631	–	$10,631
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$28,212	–	$28,212
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$511	$511
1100 - BASE SALARIES	–	–	$0	–	$0	$110,264	–	$110,264
1145 - LONGEVITY	–	–	$0	–	$0	$277	$52	$329
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
PERSONNEL & BENEFITS TOTAL	**$142,564**	**$155,246**	**$155,202**	**$134,022**	**$155,202**	**$161,244**	**$563**	**$161,807**
Operation & Maintenance								
10-515-4110 - UNIFORMS	–	–	$0	–	$0	–	$500	$500
10-515-4200 - TRAVEL	$409	$1,192	$500	$517	$700	$500	$200	$700
10-515-4300 - TRAINING/EDUCATION	$1,900	$2,225	$2,500	$1,000	$2,000	$2,500	–	$2,500
10-515-4400 - DUES &	$300	$150	$350	$150	$0	$350	–	$350

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
SUBSCRIPTIONS								
10-515-4420 - NOTARY BONDS	$155	–	–	–	–	–	–	–
10-515-4425 - JURY EXPENSE	$108	–	$500	$72	$72	$500	–	$500
10-515-4575 - CREDIT CARD FEES	$4,706	$5,651	$6,000	$4,819	$6,000	$6,000	–	$6,000
10-515-4750 - MISCELLANEOUS EXPENSE	$89	$20	$100	$20	$50	$100	–	$100
10-515-4800 - COURT TECHNOLOGY FEES EXPENSE	$4,686	$10,660	$15,000	$57	$1,000	$15,000	–	$15,000
10-515-4825 - IT EXPENSE	$0	–	$1,000	–	$500	$1,000	–	$1,000
OPERATION & MAINTENANCE TOTAL	**$12,352**	**$19,898**	**$25,950**	**$6,634**	**$10,322**	**$25,950**	**$700**	**$26,650**
Supplies								
10-515-5100 - BOOKS,PUBLICATIONS & FILMS	$0	–	–	–	–	–	–	–
10-515-5200 - POSTAGE	$0	$0	–	–	–	–	–	–
10-515-5300 - SUPPLIES	$964	$850	$750	$179	$750	$750	–	$750
10-515-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$964**	**$850**	**$750**	**$179**	**$750**	**$750**	**–**	**$750**
Services								
10-515-6100 - PROFESSIONAL SERVICES	$17,840	$18,620	$41,500	$16,810	$41,500	$41,500	–	$41,500
10-515-6320 - JAIL & WARRANT SERVICES	$943	$1,115	$1,000	$1,109	$1,500	$1,000	–	$1,000
10-515-6400 - PRINTING & BINDING SERVICES	$71	$364	$300	–	$300	$300	–	$300
10-515-6500 - MISCELLANEOUS SERVICES	$0	–	$500	$245	$500	$500	–	$500
SERVICES TOTAL	**$18,854**	**$20,098**	**$43,300**	**$18,164**	**$43,800**	**$43,300**	**–**	**$43,300**
Assets								
10-515-9730 - OFFICE EQUIPMENT & SOFTWARE	$0	$0	–	–	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
ASSETS TOTAL	$0	$0	–	–	–	–	–	–
MUNICIPAL COURT TOTAL	$174,734	$196,093	$225,202	$159,000	$210,074	$231,244	$1,263	$232,507
City Secretary								
Personnel & Benefits								
10-516-1000 - ACCRUED SALARY (AUDITOR ADJ)	$858	-$3,505	–	–	–	–	–	–
10-516-1010 - STATE UNEMPLOYMENT TAX	$68	$9	$252	$117	$252	–	–	$0
10-516-1020 - SOCIAL SECURITY / MEDICARE	$6,215	$6,450	$6,508	$5,750	$6,508	–	–	$0
10-516-1030 - TMRS	$6,717	$6,971	$7,725	$6,655	$7,725	–	–	$0
10-516-1050 - HEALTH, DENTAL & LIFE INS	$7,220	$1,279	$1,451	$1,346	$1,451	–	–	$0
10-516-1060 - HEALTH REIMBURSEMENT ACCOUNT	$522	$672	$654	$564	$654	–	–	$0
10-516-1070 - WORKERS COMPENSATION	$442	$1,342	$1,476	$419	$1,476	–	–	$0
10-516-1110 - CITY SECRETARY	$81,349	$83,846	$84,000	$71,077	$84,000	–	–	$0
10-516-1145 - LONGEVITY	$242	$35	$69	$69	$69	–	–	$0
10-516-1146 - REWARDS PROGRAM	$405	–	$405	$405	$405	–	–	$0
10-516-1148 - CELL PHONE STIPEND	$531	$600	$600	$508	$600	–	–	$0
10-516-1149 - IN LIEU OF	$35	$35	$69	$35	$69	–	–	$0
10-516-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$252	–	$252
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$6,835	–	$6,835
1030 - TMRS	–	–	$0	–	$0	$8,479	–	$8,479
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$1,451	–	$1,451
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$654	–	$654

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$460	$460
1100 - BASE SALARIES	–	–	$0	–	$0	$88,200	–	$88,200
1145 - LONGEVITY	–	–	$0	–	$0	$104	$29	$133
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$405	–	$405
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$35	–	$35
PERSONNEL & BENEFITS TOTAL	**$104,603**	**$97,733**	**$103,209**	**$86,945**	**$103,209**	**$107,014**	**$489**	**$107,503**
Operation & Maintenance								
10-516-4200 - TRAVEL	$1,851	$1,007	$2,400	$1,597	$1,597	$2,400	-$900	$1,500
10-516-4300 - TRAINING/EDUCATION	$285	$450	$600	$105	$240	$600	-$300	$300
10-516-4305 - CONVENTIONS	$0	$510	$1,020	$1,240	$1,240	$1,020	$170	$1,190
10-516-4400 - DUES & SUBSCRIPTIONS	$100	$100	$255	$125	$125	$255	-$20	$235
10-516-4550 - LEGAL NOTICES	$4,255	$5,124	$5,356	$3,930	$5,221	$5,356	$1,144	$6,500
10-516-4565 - ELECTIONS	$4,037	$6,346	$12,500	$12,776	$12,776	$12,500	$1,000	$13,500
10-516-4750 - MISCELLANEOUS EXPENSE	$1,093	$158	$1,000	$313	$1,513	$1,000	–	$1,000
10-516-4825 - IT EXPENSE	$0	–	$500	–	$500	$500	–	$500
OPERATION & MAINTENANCE TOTAL	**$11,620**	**$13,695**	**$23,631**	**$20,086**	**$23,212**	**$23,631**	**$1,094**	**$24,725**
Supplies								
10-516-5100 - BOOKS,PUBLICATIONS & FILMS	$0	$139	$500	–	$229	$500	-$320	$180
10-516-5200 - POSTAGE	$0	$0	–	–	–	–	–	–
10-516-5300 - SUPPLIES	$169	$193	$500	$90	$390	$500	–	$500
SUPPLIES TOTAL	**$169**	**$332**	**$1,000**	**$90**	**$619**	**$1,000**	**-$320**	**$680**
Services								
10-516-6100 - PROFESSIONAL SERVICES	$4,632	$1,700	$12,000	$1,700	$1,700	$12,000	–	$12,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-516-6540 - MAINTENANCE AGREEMENTS	$0	$5,000	$5,350	$11,075	$5,350	$5,350	$375	$5,725
SERVICES TOTAL	**$4,632**	**$6,700**	**$17,350**	**$12,775**	**$7,050**	**$17,350**	**$375**	**$17,725**
CITY SECRETARY TOTAL	**$121,025**	**$118,459**	**$145,190**	**$119,895**	**$134,090**	**$148,995**	**$1,638**	**$150,633**
Economic Development								
Personnel & Benefits								
10-517-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-517-1000 - ACCRUED SALARY(AUDITOR ADJ)	$1,643	$220	–	–	–	–	–	–
10-517-1010 - STATE UNEMPLOYMENT TAX	$18	$18	$504	$234	$504	–	–	$0
10-517-1020 - SOCIAL SECURITY / MEDICARE	$11,800	$11,630	$12,394	$10,724	$12,394	–	–	$0
10-517-1030 - TMRS	$12,764	$12,769	$14,710	$12,628	$14,710	–	–	$0
10-517-1050 - HEALTH, DENTAL & LIFE INS	$28,370	$24,190	$28,212	$25,922	$28,212	–	–	$0
10-517-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,328	$1,215	$1,308	$1,107	$1,308	–	–	$0
10-517-1070 - WORKERS COMPENSATION	$530	$2,524	$2,777	$581	$2,777	–	–	$0
10-517-1100 - ECONOMIC DEVELOPMENT DIRECTOR	$75,457	$85,104	$85,487	$72,335	$85,487	–	–	$0
10-517-1143 - DO NOT USECELL PHONE ALLOWA	$0	$0	–	–	–	–	–	–
10-517-1144 - CAR ALLOWANCE	$4,200	$4,200	$4,200	$3,554	$4,200	–	–	$0
10-517-1145 - LONGEVITY	$311	$381	$311	$311	$311	–	–	$0
10-517-1146 - REWARDS PROGRAM	$810	$810	$810	$810	$810	–	–	$0
10-517-1148 - CELL PHONE STIPEND	$1,200	$900	$1,200	$508	$1,200	–	–	$0
10-517-1149 - IN LIEU OF	$69	$69	$138	$69	$138	–	–	$0
10-517-1550 - COMMUNICATIONS & MARKETING SUP	$74,844	$63,424	$70,000	$59,231	$70,000	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$12,999	–	$12,999
1030 - TMRS	–	–	$0	–	$0	$16,125	–	$16,125
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$28,212	–	$28,212
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$639	$639
1100 - BASE SALARIES	–	–	$0	–	$0	$163,261	–	$163,261
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$4,200	–	$4,200
1145 - LONGEVITY	–	–	$0	–	$0	$381	$47	$428
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,200	–	$1,200
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
PERSONNEL & BENEFITS TOTAL	**$213,343**	**$207,455**	**$222,051**	**$188,013**	**$222,051**	**$229,069**	**$686**	**$229,755**
Operation & Maintenance								
10-517-4200 - TRAVEL	$6,430	$3,276	$7,500	$3,406	$2,500	$7,500	$1,250	$8,750
10-517-4300 - TRAINING/EDUCATION	$1,895	$495	$2,000	$1,455	$600	$2,000	-$700	$1,300
10-517-4305 - CONVENTIONS	$3,289	$1,880	$4,000	$475	$1,500	$4,000	-$1,000	$3,000
10-517-4350 - SALES TAX REBATE	$2,256	$2,812	$3,500	$3,044	$455	$3,500	–	$3,500
10-517-4360 - PROPERTY TAX REBATE	$26,238	$11,108	$11,000	$5,453	$5,546	$11,000	–	$11,000
10-517-4400 - DUES & SUBSCRIPTIONS	$2,325	$4,305	$5,000	$3,025	$2,000	$5,000	$2,250	$7,250
10-517-4600 - TELEPHONE/INTERNET	–	$139	$0	$283	$200	–	$500	$500
10-517-4715 - MATCHING GRANT FUNDS	–	–	$100,000	–	$100,000	$100,000	-$100,000	$0
10-517-4750 - MISCELLANEOUS EXPENSE	$7,588	$2,009	$1,200	$626	$600	$1,200	–	$1,200

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-517-4825 - IT EXPENSE	$0	–	$1,000	–	$1,000	$1,000	$3,000	$4,000
OPERATION & MAINTENANCE TOTAL	**$50,021**	**$26,023**	**$135,200**	**$17,767**	**$114,401**	**$135,200**	**-$94,700**	**$40,500**
Supplies								
10-517-5300 - SUPPLIES	$382	$344	$1,000	$1,491	$1,000	$1,000	$825	$1,825
SUPPLIES TOTAL	**$382**	**$344**	**$1,000**	**$1,491**	**$1,000**	**$1,000**	**$825**	**$1,825**
Services								
10-517-6100 - PROFESSIONAL SERVICES	$22,097	$23,101	$20,000	$5,000	$20,000	$20,000	-$5,000	$15,000
10-517-6500 - MISCELLANEOUS SERVICES	$69	$0	$0	–	$0	–	$5,500	$5,500
SERVICES TOTAL	**$22,166**	**$23,101**	**$20,000**	**$5,000**	**$20,000**	**$20,000**	**$500**	**$20,500**
Assets								
10-517-9730 - OFFICE EQUIPMENT & SOFTWARE	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
ECONOMIC DEVELOPMENT TOTAL	**$285,912**	**$256,923**	**$378,251**	**$212,272**	**$357,452**	**$385,269**	**-$92,689**	**$292,580**
Legal								
Personnel & Benefits								
10-518-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-518-1000 - ACCRUED SALARY EXPENSE (AUDITO	$1,377	-$5,962	–	–	–	–	–	–
10-518-1010 - STATE UNEMPLOYMENT TAX (TWC)	$9	–	–	–	–	–	–	–
10-518-1020 - SOCIAL SECURITY/MEDICARE	$10,422	$3,519	–	–	–	–	–	–
10-518-1030 - TMRS	$11,110	$3,756	–	–	–	–	–	–
10-518-1050 - HEALTH, DENTAL, & LIFE INSURAN	$11,226	$1,535	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-518-1060 - HEALTH REIMBURSEMENT ACCOUNT	$664	$115	–	–	–	–	–	–
10-518-1070 - WORKERS COMPENSATION	$0	$3,164	–	–	–	–	–	–
10-518-1100 - CITY ATTORNEY	$128,437	$44,857	–	–	–	–	–	–
10-518-1115 - LEGAL ASSISTANT	$0	–	–	–	–	–	–	–
10-518-1138 - CELL PHONE ALLOWANCE	$0	$0	–	–	–	–	–	–
10-518-1143 - CELL PHONE ALLOWANCE	$1,020	$0	–	–	–	–	–	–
10-518-1144 - CAR ALLOWANCE	$6,600	$1,015	–	–	–	–	–	–
10-518-1145 - LONGEVITY PAY	$69	–	–	–	–	–	–	–
10-518-1146 - REWARDS PROGRAM	$405	–	–	–	–	–	–	–
10-518-1148 - CELL PHONE STIPEND	$0	$157	–	–	–	–	–	–
10-518-1149 - IN LIEU OF	$35	–	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$171,373**	**$52,157**	**–**	**–**	**–**	**–**	**–**	**–**
Operation & Maintenance								
10-518-4200 - TRAVEL	$3,481	$649	–	–	–	–	–	–
10-518-4300 - TRAINING/EDUCATION	$1,089	–	–	–	–	–	–	–
10-518-4305 - CONVENTIONS	$345	$0	–	–	–	–	–	–
10-518-4400 - DUES & SUBSCRIPTIONS	$315	$70	–	–	–	–	–	–
10-518-4420 - NOTARY BONDS	$0	–	–	–	–	–	–	–
10-518-4550 - LEGAL NOTICES	$197	–	–	–	–	–	–	–
10-518-4750 - MISCELLANEOUS EXPENSE	$108	$210	–	$40	–	–	–	–
10-518-4825 - INFORMATION TECHNOLOGY	$14	–	–	–	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$5,549**	**$929**	**–**	**$40**	**–**	**–**	**–**	**–**

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Supplies								
10-518-5100 - BOOKS,PUBLICATIONS & FILMS	$6,833	–	–	–	–	–	–	–
10-518-5300 - SUPPLIES	$3,401	–	–	–	–	–	–	–
SUPPLIES TOTAL	**$10,234**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Services								
10-518-6100 - PROFESSIONAL SERVICES	$1	–	–	–	–	–	–	–
10-518-6120 - LEGAL SERVICES	$27,383	$369,532	$405,000	$338,359	$405,000	$405,000	–	$405,000
10-518-6500 - MISCELLANEOUS SERVICES	$0	–	–	–	–	–	–	–
10-518-6540 - MAINTENANCE AGREEMENTS	$5,980	$4,651	–	–	–	–	–	–
10-518-6700 - SETTLEMENT	$0	–	–	–	–	–	–	–
SERVICES TOTAL	**$33,365**	**$374,183**	**$405,000**	**$338,359**	**$405,000**	**$405,000**	**–**	**$405,000**
LEGAL TOTAL	**$220,520**	**$427,270**	**$405,000**	**$338,399**	**$405,000**	**$405,000**	**–**	**$405,000**
Police Department								
Expenses								
10-520-1450 - Certification Pay	–	–	$0	–	$0	–	–	$0
EXPENSES TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
Personnel & Benefits								
1450 - Certificate Pay	–	–	$0	–	$0	$65,400	–	$65,400
10-520-1000 - ACCRUED SALARY (AUDITOR ADJ)	$4,616	$29,256	–	–	–	–	–	–
10-520-1010 - STATE UNEMPLOYMENT TAX	$263	$234	$6,300	$3,097	$6,300	–	–	$0
10-520-1020 - SOCIAL SECURITY / MEDICARE	$98,437	$120,829	$145,559	$122,176	$145,559	–	–	$0
10-520-1030 - TMRS	$106,934	$132,899	$172,767	$143,606	$172,767	–	–	$0
10-520-1050 - HEALTH, DENTAL & LIFE INS.	$204,232	$253,851	$376,778	$291,785	$376,778	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-520-1060 - HEALTH REIMBURSEMENT ACCOUNT	$10,008	$12,913	$16,350	$12,803	$16,350	–	–	$0
10-520-1070 - WORKERS COMPENSATION	$21,525	$24,430	$26,873	$46,106	$26,873	–	–	$0
10-520-1145 - LONGEVITY PAY	$6,471	$4,083	$4,740	$4,394	$4,740	–	–	$0
10-520-1146 - REWARDS PROGRAM	$6,479	$5,264	$9,718	$8,503	$9,718	–	–	$0
10-520-1147 - UNIFORM/BOOT ALLOWANCE	$13,478	$15,400	$25,160	$19,300	$25,160	–	–	$0
10-520-1148 - CELL PHONE STIPEND	$46	$600	$1,800	$554	$1,800	–	–	$0
10-520-1149 - IN LIEU OF	$692	$519	$1,730	$727	$1,730	–	–	$0
10-520-1200 - POLICE CHIEF	$115,647	$136,250	$136,500	$115,500	$136,500	–	–	$0
10-520-1205 - POLICE CAPTAIN	$103,996	$82,384	$102,000	$86,308	$102,000	–	–	$0
10-520-1210 - POLICE LIEUTENANT	$92,323	$102,370	$107,321	$89,754	$107,321	–	–	$0
10-520-1220 - DETECTIVE/SARGEANT	$147,896	$165,661	$173,239	$144,328	$173,239	–	–	$0
10-520-1221 - POLICE SARGEANT PATROL	$195,726	$233,041	$324,186	$273,923	$324,186	–	–	$0
10-520-1230 - POLICE OFFICERS	$485,975	$725,792	$763,974	$614,943	$763,974	–	–	$0
10-520-1235 - SRO - SCHOOL RESOURCE OFFICER	–	–	$54,558	$35,779	$54,558	–	–	$0
10-520-1240 - CODE ENFORCEMENT OFFICER	–	–	$108,378	$51,171	$108,378	–	–	$0
10-520-1250 - POLICE SECRETARY	$60,706	$30,490	$56,160	$47,515	$56,160	–	–	$0
10-520-1274 - OVERTIME	$85,223	$108,687	$30,000	$55,287	$30,000	–	$60,000	$60,000
10-520-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-520-1591 - STANDBY TIME (SCHOOL)	$0	$0	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$6,048	–	$6,048
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$148,824	–	$148,824

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1030 - TMRS	–	–	$0	–	$0	$179,733	–	$179,733
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$372,208	–	$372,208
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$15,696	–	$15,696
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$50,717	$50,717
1100 - BASE SALARIES	–	–	$0	–	$0	$1,852,374	$69,477	$1,921,851
1145 - LONGEVITY	–	–	$0	–	$0	$4,498	$193	$4,691
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$9,718	–	$9,718
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$25,900	–	$25,900
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$830	–	$830
1274 - OVERTIME	–	–	$0	–	$0	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$1,760,671**	**$2,184,955**	**$2,644,091**	**$2,167,560**	**$2,644,091**	**$2,681,829**	**$180,387**	**$2,862,216**
Operation & Maintenance								
10-520-4000 - LIABILITY & PROPERTY INS	$24,567	$31,921	$29,726	$33,678	$46,106	$29,726	$7,320	$37,046
10-520-4100 - UNIFORMS	$3,885	$12,784	$7,500	$11,668	$12,500	$7,500	$1,500	$9,000
10-520-4110 - BALLISTIC VEST PROGRAM	$400	$17,290	$9,600	$1,700	$3,400	$9,600	$6,600	$16,200
10-520-4200 - TRAVEL	$2,763	$5,637	$6,000	$8,636	$8,200	$6,000	$17,000	$23,000
10-520-4300 - TRAINING/EDUCATION	$2,465	$9,550	$15,000	$15,000	$17,000	$15,000	$19,500	$34,500
10-520-4320 - LEOSE EXPENSE	$200	$1,000	$1,400	–	$0	$1,400	$1,900	$3,300
10-520-4330 - CAPCO EXPENSE	$3,559	–	$3,559	–	$3,559	$3,559	–	$3,559
10-520-4340 - CROSSING GUARD EXPENSE	$0	–	–	–	–	–	–	–
10-520-4400 - DUES & SUBSCRIPTIONS	$120	$707	$1,280	$1,003	$1,280	$1,280	$700	$1,980
10-520-4420 - NOTARY BONDS	$112	–	–	–	–	–	–	–
10-520-4550 - LEGAL NOTICES	$0	–	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-520-4570 - RENTAL/LEASE	$19,450	$12,275	–	–	–	–	–	–
10-520-4600 - TELEPHONE/INTERNET	$10,412	$11,701	$25,748	$11,163	$15,000	$25,748	-$998	$24,750
10-520-4650 - ELECTRICITY	$13,284	$13,015	$15,550	$10,170	$15,550	$15,550	–	$15,550
10-520-4670 - WATER SERVICE	$1,455	$1,505	$2,200	$1,174	$2,200	$2,200	–	$2,200
10-520-4675 - SEWER SERVICE	$782	$981	$1,575	$815	$1,575	$1,575	–	$1,575
10-520-4700 - MAINTENANCE & REPAIRS	$614	$2,920	$5,800	$1,062	$2,000	$5,800	$1,100	$6,900
10-520-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$26,304	$30,941	$45,920	$30,370	$45,920	$45,920	$14,060	$59,980
10-520-4740 - ANIMAL CONTROL	$116	$200	$5,000	$905	$2,000	$5,000	-$5,000	$0
10-520-4750 - MISCELLANEOUS EXPENSE	$3,962	$1,060	$1,100	$1,080	$200	$1,100	$1,500	$2,600
10-520-4775 - MEDICAL	$0	$1,033	$3,600	$326	$1,200	$3,600	$400	$4,000
10-520-4780 - MISC BUILDING EXPENSES	$0	$6,690	$7,000	$6,687	$8,500	$7,000	$1,000	$8,000
10-520-4800 - NATIONAL NIGHT OUT	$0	$1,740	$5,000	$4,473	$5,000	$5,000	$1,000	$6,000
10-520-4825 - IT EXPENSE	$8,000	$15,737	$39,500	$13,614	$39,500	$39,500	$15,500	$55,000
OPERATION & MAINTENANCE TOTAL	**$122,449**	**$178,687**	**$232,058**	**$153,524**	**$230,690**	**$232,058**	**$83,082**	**$315,140**
Supplies								
10-520-5100 - BOOKS,PUBLICATIONS & FILMS	$1,519	$216	$500	$672	$700	$500	$1,000	$1,500
10-520-5200 - POSTAGE	$337	$466	$500	$942	$1,000	$500	–	$500
10-520-5300 - SUPPLIES	$23,109	$20,249	$10,950	$11,877	$10,950	$10,950	$11,550	$22,500
10-520-5301 - QUALIFYING AMMUNITION	$14,598	$48,428	$51,500	$49,947	$49,000	$51,500	$4,500	$56,000
10-520-5400 - FUEL & LUBRICANTS	$38,100	$47,142	$52,500	$45,041	$52,500	$52,500	–	$52,500
SUPPLIES TOTAL	**$77,663**	**$116,501**	**$115,950**	**$108,478**	**$114,150**	**$115,950**	**$17,050**	**$133,000**
Services								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-520-6100 - PROFESSIONAL SERVICES	$99,415	$9,073	$16,498	$16,574	$16,574	$16,498	$9,744	$26,242
10-520-6150 - PD 911 SERVICE	$900	$0	$900	–	$900	$900	–	$900
10-520-6200 - RADIOS / LCRA	$0	$17,192	$34,002	$17,845	$34,002	$34,002	$28,498	$62,500
10-520-6500 - CONTRACT SERVICES	$40,156	$74,802	$72,270	$72,293	$73,111	$72,270	$26,363	$98,633
10-520-6540 - MAINTENANCE AGREEMENTS	$0	$0	$40,070	$1,626	$40,070	$40,070	$97,182	$137,252
10-520-6600 - DISPOSAL SERVICE	$115	$75	–	–	–	–	–	–
SERVICES TOTAL	**$140,586**	**$101,143**	**$163,740**	**$108,337**	**$164,657**	**$163,740**	**$161,787**	**$325,527**
Assets								
10-520-9000 - FIXED ASSETS	$0	$23,986	–	$0	–	–	–	–
10-520-9760 - VEHICLES	$105,285	$228,360	$120,000	$0	$120,000	$120,000	–	$120,000
ASSETS TOTAL	**$105,285**	**$252,346**	**$120,000**	**$0**	**$120,000**	**$120,000**	**–**	**$120,000**
POLICE DEPARTMENT TOTAL	**$2,206,654**	**$2,833,631**	**$3,275,839**	**$2,537,900**	**$3,273,588**	**$3,313,577**	**$442,306**	**$3,755,883**
Police Dispatch								
Expenses								
10-525-1450 - Certification Pay	–	–	$0	–	$0	–	–	$0
EXPENSES TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
Personnel & Benefits								
1450 - Certificate Pay	–	–	$0	–	$0	$14,500	–	$14,500
10-525-1000 - ACCRUED SALARY (AUDITOR ADJ)	$5,490	$437	–	–	–	–	–	–
10-525-1010 - STATE UNEMPLOYMENT TAX	$231	$71	$2,268	$965	$2,268	–	–	$0
10-525-1020 - SOCIAL SECURITY / MEDICARE	$16,401	$23,498	$28,271	$19,167	$28,271	–	–	$0
10-525-1030 - TMRS	$18,775	$26,858	$33,555	$23,559	$33,555	–	–	$0
10-525-1050 - HEALTH, DENTAL & LIFE INS.	$68,003	$83,798	$123,083	$90,956	$123,083	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-525-1060 - HEALTH REIMBURSEMENT ACCOUNT	$3,164	$3,938	$5,232	$4,002	$5,232	–	–	$0
10-525-1070 - WORKERS COMPENSATION	$882	$4,733	$5,207	$835	$5,207	–	–	$0
10-525-1145 - LONGEVITY PAY	$588	$692	$1,038	$346	$1,038	–	–	$0
10-525-1146 - REWARDS PROGRAM	$1,620	$1,620	$2,834	$2,025	$2,834	–	–	$0
10-525-1147 - UNIFORM/BOOT ALLOWANCE	$2,400	$2,400	$5,400	$3,000	$5,400	–	–	$0
10-525-1149 - IN LIEU OF	$173	$138	$623	$208	$623	–	–	$0
10-525-1150 - CURRENT DISPATCH INCENTIVE	$6,769	$0	–	–	–	–	–	–
10-525-1160 - CURRENT DISPATCH INCENTIVE	–	$308	–	–	–	–	–	–
10-525-1260 - DISPATCH SUPERVISOR	$45,153	$61,739	$49,504	$29,534	$49,504	–	–	$0
10-525-1261 - DISPATCHERS	$138,623	$196,597	$280,776	$195,578	$280,776	–	–	$0
10-525-1270 - SETTLEMENT	$0	$0	–	–	–	–	–	–
10-525-1274 - OVERTIME	$35,340	$61,965	$30,000	$24,163	$30,000	–	$30,000	$30,000
10-525-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$2,268	–	$2,268
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$28,121	–	$28,121
1030 - TMRS	–	–	$0	–	$0	$31,661	–	$31,661
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$141,906	–	$141,906
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$5,232	–	$5,232
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$919	$919
1100 - BASE SALARIES	–	–	$0	–	$0	$344,230	–	$344,230
1145 - LONGEVITY	–	–	$0	–	$0	$554	-$305	$249
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$3,239	–	$3,239

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$4,800	–	$4,800
1149 - IN LIEU OF	–	–	$0	–	$0	$277	–	$277
PERSONNEL & BENEFITS TOTAL	**$343,611**	**$468,792**	**$567,791**	**$394,337**	**$567,791**	**$576,788**	**$30,614**	**$607,402**
Operation & Maintenance								
10-525-4110 - UNIFORMS	$0	$1,131	–	$9,679	–	–	–	–
10-525-4200 - TRAVEL	$423	$3,252	$2,500	$517	$1,500	$2,500	$5,500	$8,000
10-525-4300 - TRAINING/EDUCATION	$0	$150	$4,000	$1,405	$4,000	$4,000	$8,000	$12,000
10-525-4420 - NOTARY BONDS	$115	$460	$448	$579	$448	$448	–	$448
10-525-4700 - REPAIRS & MAINTENANCE	$0	–	$1,000	–	$1,000	$1,000	–	$1,000
10-525-4775 - MEDICAL	$0	$1,150	$2,500	$1,210	$2,500	$2,500	–	$2,500
OPERATION & MAINTENANCE TOTAL	**$538**	**$6,143**	**$10,448**	**$13,390**	**$9,448**	**$10,448**	**$13,500**	**$23,948**
Supplies								
10-525-5300 - SUPPLIES	$2,400	$2,911	$7,300	$2,810	$7,300	$7,300	-$3,700	$3,600
SUPPLIES TOTAL	**$2,400**	**$2,911**	**$7,300**	**$2,810**	**$7,300**	**$7,300**	**-$3,700**	**$3,600**
Services								
10-525-6150 - 911 SERVICE	$15,038	$25,063	$26,650	$13,584	$26,650	$26,650	–	$26,650
10-525-6500 - MISCELLANEOUS SERVICES	$45	–	$1,000	–	$1,000	$1,000	–	$1,000
10-525-6540 - MAINTENANCE AGREEMENTS	$17,816	$5,212	$4,200	$625	$4,200	$4,200	–	$4,200
SERVICES TOTAL	**$32,898**	**$30,275**	**$31,850**	**$14,209**	**$31,850**	**$31,850**	**–**	**$31,850**
Assets								
10-525-9000 - FIXED ASSETS	–	–	$12,500	$4,789	$4,789	$12,500	-$12,500	$0
ASSETS TOTAL	**–**	**–**	**$12,500**	**$4,789**	**$4,789**	**$12,500**	**-$12,500**	**$0**
POLICE DISPATCH TOTAL	**$379,447**	**$508,120**	**$629,889**	**$429,535**	**$621,178**	**$638,886**	**$27,914**	**$666,800**
Public Works- Street								
Personnel & Benefits								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-530-1010 - STATE UNEMPLOYMENT TAX	$344	$88	$2,772	$1,259	$2,772	–	–	$0
10-530-1020 - SOCIAL SECURITY / MEDICARE	$34,464	$34,110	$40,631	$35,371	$40,631	–	–	$0
10-530-1030 - TMRS	$37,169	$37,360	$48,226	$41,251	$48,226	–	–	$0
10-530-1050 - HEALTH, DENTAL & LIFE INS.	$112,659	$99,719	$161,473	$100,579	$161,473	–	–	$0
10-530-1060 - HEALTH REIMBURSEMENT ACCOUNT	$6,220	$5,688	$7,194	$5,285	$7,194	–	–	$0
10-530-1070 - WORKERS COMPENSATION	$19,318	$7,653	$8,418	$20,404	$8,418	–	–	$0
10-530-1145 - LONGEVITY PAY	$4,118	$3,668	$3,979	$3,945	$3,979	–	–	$0
10-530-1146 - REWARDS PROGRAM	$3,644	$3,239	$4,454	$3,239	$4,454	–	–	$0
10-530-1147 - WORK BOOT ALLOWANCE	$1,800	$1,620	$1,979	$1,800	$1,979	–	–	$0
10-530-1148 - CELL PHONE STIPEND	$1,200	$1,200	$1,200	$831	$1,200	–	–	$0
10-530-1149 - IN LIEU OF	$346	$311	$761	$346	$761	–	–	$0
10-530-1274 - OVERTIME	$25,153	$33,725	$19,000	$23,837	$19,000	–	$25,000	$25,000
10-530-1310 - STREET SUPERINTENDENT	$75,404	$81,203	$81,432	$68,904	$81,432	–	–	$0
10-530-1320 - CREW LEADER	$97,896	$103,235	$103,445	$101,839	$103,445	–	–	$0
10-530-1330 - MAINTENANCE PERSONNEL	$243,801	$221,000	$311,738	$243,136	$311,738	–	–	$0
10-530-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-530-1591 - STANDBY TIME	$3,600	$3,900	$3,900	$3,300	$3,900	–	–	$0
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$3,024	–	$3,024
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$47,901	–	$47,901
1030 - TMRS	–	–	$0	–	$0	$59,423	–	$59,423
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$182,045	–	$182,045

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$7,848	–	$7,848
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$22,444	$22,444
1100 - BASE SALARIES	–	–	$0	–	$0	$615,222	–	$615,222
1145 - LONGEVITY	–	–	$0	–	$0	$2,907	-$1,181	$1,726
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$4,859	–	$4,859
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$2,159	–	$2,159
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$415	–	$415
PERSONNEL & BENEFITS TOTAL	**$667,134**	**$637,721**	**$800,602**	**$655,326**	**$800,602**	**$926,403**	**$46,263**	**$972,667**
Operation & Maintenance								
10-530-4000 - LIABILITY & PROPERTY INS	$11,500	$16,100	$13,915	$19,831	$19,832	$13,915	$7,900	$21,815
10-530-4110 - UNIFORMS	$8,155	$11,656	$11,500	$2,513	$7,930	$11,500	$776	$12,276
10-530-4200 - TRAVEL	$547	$633	$500	–	$500	$500	–	$500
10-530-4300 - TRAINING/EDUCATION	$0	$4,200	$5,500	–	$5,500	$5,500	–	$5,500
10-530-4400 - DUES & SUBSCRIPTIONS	$312	$326	$350	$84	$350	$350	–	$350
10-530-4570 - RENTAL/LEASE EXPENSE	$3,457	$1,541	$3,000	$1,828	$2,118	$3,000	–	$3,000
10-530-4600 - TELEPHONE/INTERNET	$575	$1,250	$955	$666	$600	$955	–	$955
10-530-4650 - ELECTRICITY	$83,589	$82,874	$84,800	$67,892	$70,730	$84,800	-$9,800	$75,000
10-530-4670 - WATER SERVICES	$0	$0	–	–	–	–	–	–
10-530-4700 - MAINTENANCE & REPAIRS	$2,963	$2,279	$5,000	$865	$3,562	$5,000	–	$5,000
10-530-4710 - MAINTENANCE CITY OWNED LIGHTS	$55	$0	–	$90	–	–	–	–
10-530-4715 - UNANTICIPATED MAINT/REPAIRS	$3,150	$3,692	–	$1,168	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-530-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$30,112	$21,590	$30,000	$23,254	$28,600	$30,000	–	$30,000
10-530-4730 - OAK WILT SUPPRESSION	$0	$0	–	–	–	–	–	–
10-530-4735 - VEHICLE SAFETY EQUIPMENT	$2,467	$3,813	$2,500	$1,155	$1,855	$2,500	–	$2,500
10-530-4750 - MISCELLANEOUS EXPENSE	$8	$3	$500	$66	$500	$500	–	$500
10-530-4825 - IT EXPENSE	$0	–	$500	–	$500	$500	–	$500
OPERATION & MAINTENANCE TOTAL	**$146,890**	**$149,956**	**$159,020**	**$119,412**	**$142,577**	**$159,020**	**-$1,124**	**$157,896**
Supplies								
10-530-5100 - BOOKS,PUBLICATIONS & FILMS	$0	–	$200	–	$200	$200	–	$200
10-530-5300 - SUPPLIES	$12,834	$14,758	$14,310	$14,022	$15,819	$14,310	$1,984	$16,294
10-530-5305 - SMALL TOOLS	$4,231	$5,838	$5,500	$4,922	$5,097	$5,500	$5,900	$11,400
10-530-5400 - FUEL & LUBRICANTS	$18,575	$16,103	$25,000	$12,332	$14,832	$25,000	-$5,000	$20,000
10-530-5410 - STREET MATERIALS	$70,994	$72,665	$175,000	$98,067	$115,473	$175,000	–	$175,000
10-530-5420 - STREET SIGNS	$48,233	$41,972	$45,000	$312	$30,000	$45,000	-$5,000	$40,000
10-530-5430 - CHEMICALS	$701	$2,239	$5,000	$640	$5,000	$5,000	-$2,500	$2,500
10-530-5500 - COVID 19 EXPENSES	-$32	$0	–	–	–	–	–	–
10-530-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$155,536**	**$153,574**	**$270,010**	**$130,294**	**$186,421**	**$270,010**	**-$4,616**	**$265,394**
Services								
10-530-6100 - PROFESSIONAL SERVICES	$24,957	–	$1,000	–	$1,000	$1,000	–	$1,000
10-530-6130 - ENGINEERING/PLANNING SERVICES	$0	$99,106	$300,000	$173,864	$185,475	$300,000	-$300,000	$0
10-530-6135 - CONTRACTUAL SERVICES	$20,189	–	$15,000	–	$15,000	$15,000	–	$15,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-530-6500 - MISCELLANEOUS SERVICES	$1,900	$120	$1,900	$1,900	$1,900	$1,900	–	$1,900
10-530-6540 - MAINTENANCE AGREEMENTS	$0	$0	–	–	–	–	–	–
10-530-6600 - DISPOSAL SERVICE	$567	$93	–	–	–	–	–	–
10-530-6720 - STREET LIGHT MAINTENANCE	$0	–	$2,500	–	$2,500	$2,500	–	$2,500
10-530-6751 - CAPITOL METRO FUNDS	$44,600	$0	–	–	–	–	–	–
SERVICES TOTAL	**$92,212**	**$99,319**	**$320,400**	**$175,764**	**$205,875**	**$320,400**	**-$300,000**	**$20,400**
Assets								
10-530-9720 - MACHINERY & EQUIPMENT	$83,083	$0	$12,752	$11,594	$12,752	$12,752	$351	$13,103
10-530-9750 - CONTINUING STREET REHABILITATI	$1,907,980	$694,148	–	$952,957	–	–	–	–
10-530-9760 - VEHICLES	$0	$52,189	–	–	–	–	–	–
ASSETS TOTAL	**$1,991,063**	**$746,338**	**$12,752**	**$964,551**	**$12,752**	**$12,752**	**$351**	**$13,103**
PUBLIC WORKS- STREET TOTAL	**$3,052,835**	**$1,786,908**	**$1,562,784**	**$2,045,348**	**$1,348,227**	**$1,688,585**	**-$259,126**	**$1,429,459**
Solid Waste								
Operation & Maintenance								
10-531-4000 - LIABILITY & PROPERTY INS	$167	$139	$202	$435	$435	$202	$277	$479
10-531-4100 - BAD DEBT WRITE OFF-TRASH/TAX	$0	-$18	–	–	–	–	–	–
10-531-4200 - TRAVEL	$0	$546	$1,000	–	$1,000	$1,000	–	$1,000
10-531-4570 - RENTAL/LEASE EXPENSE	–	$7,368	$2,500	$9,076	$16,029	$2,500	$13,530	$16,030
10-531-4650 - ELECTRICITY	$481	$512	$500	$401	$427	$500	–	$500
10-531-4670 - WATER SERVICE	$480	$463	$500	$380	$402	$500	–	$500
10-531-4700 - MAINTENANCE & REPAIRS	$0	$862	$3,000	–	$3,000	$3,000	–	$3,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-531-4750 - MISCELLANEOUS EXPENSE	$1,642	$3,397	$1,590	–	$1,590	$1,590	-$590	$1,000
OPERATION & MAINTENANCE TOTAL	**$2,770**	**$13,269**	**$9,292**	**$10,292**	**$22,883**	**$9,292**	**$13,217**	**$22,509**
Supplies								
10-531-5300 - SUPPLIES	$2,475	$2,725	$3,500	$2,092	$2,789	$3,500	$3,500	$7,000
10-531-5700 - WINTER STORMS	$0	$54,000	–	–	–	–	–	–
SUPPLIES TOTAL	**$2,475**	**$56,725**	**$3,500**	**$2,092**	**$2,789**	**$3,500**	**$3,500**	**$7,000**
Services								
10-531-6100 - PROFESSIONAL SERVICE	$0	–	–	–	–	–	–	–
10-531-6600 - DISPOSAL SERVICE	$933,966	$992,834	$1,144,579	$878,755	$998,927	$1,144,579	-$57,635	$1,086,944
10-531-6700 - HAZARDOUS WASTE SERVICE	$54,271	$61,946	$71,000	$54,029	$57,483	$71,000	–	$71,000
SERVICES TOTAL	**$988,237**	**$1,054,780**	**$1,215,579**	**$932,784**	**$1,056,410**	**$1,215,579**	**-$57,635**	**$1,157,944**
Assets								
10-531-9720 - MACHINERY & EQUIPMENT	$0	$78,000	$0	–	$0	–	$145,718	$145,718
ASSETS TOTAL	**$0**	**$78,000**	**$0**	**–**	**$0**	**–**	**$145,718**	**$145,718**
SOLID WASTE TOTAL	**$993,482**	**$1,202,774**	**$1,228,371**	**$945,168**	**$1,082,082**	**$1,228,371**	**$104,800**	**$1,333,171**
Building Maintenance								
Operation & Maintenance								
10-532-4650 - ELECTRICITY	$13,129	$21,349	$20,000	$12,142	$20,000	$20,000	$1,000	$21,000
10-532-4670 - WATER SERVICE-CITY HALL	$972	$972	$1,400	$783	$1,400	$1,400	–	$1,400
10-532-4675 - SEWER SERVICE-CITY HALL	$717	$704	$700	$524	$700	$700	–	$700
10-532-4700 - MAINTENANCE & REPAIRS	$3,103	$2,510	$7,000	$3,182	$7,000	$7,000	$350	$7,350
10-532-4715 - UNANTICIPATED MAINT/REPAIRS	$3,130	$6,301	–	$3,639	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-532-4750 - MISCELLANEOUS EXPENSE	$16	–	$500	$1,955	$1,800	$500	–	$500
OPERATION & MAINTENANCE TOTAL	**$21,068**	**$31,836**	**$29,600**	**$22,226**	**$30,900**	**$29,600**	**$1,350**	**$30,950**
Supplies								
10-532-5300 - SUPPLIES	$0	$82	$1,000	–	$250	$1,000	–	$1,000
10-532-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
10-532-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$0**	**$82**	**$1,000**	**–**	**$250**	**$1,000**	**–**	**$1,000**
Services								
10-532-6135 - CONTRACTUAL SERVICES	$0	–	–	–	–	–	–	–
10-532-6500 - CONTRACT SERVICES	$13,439	$14,152	$17,000	$14,392	$17,000	$17,000	–	$17,000
10-532-6600 - CITY HALL REMODELING EXPENSE	$0	–	$2,000	$13,692	$14,000	$2,000	–	$2,000
SERVICES TOTAL	**$13,439**	**$14,152**	**$19,000**	**$28,085**	**$31,000**	**$19,000**	**–**	**$19,000**
BUILDING MAINTENANCE TOTAL	**$34,508**	**$46,070**	**$49,600**	**$50,310**	**$62,150**	**$49,600**	**$1,350**	**$50,950**
Parks & Recreation								
Personnel & Benefits								
10-534-1572 - PARK AMBASSADOR	–	–	$20,800	$8,930	$20,800	–	–	$0
10-534-1000 - ACCRUED SALARY (AUDITOR ADJ)	$2,326	$1,919	–	–	–	–	–	–
10-534-1010 - STATE UNEMPLOYMENT TAX	$37	$45	$1,260	$625	$1,260	–	–	$0
10-534-1020 - SOCIAL SECURITY/MEDICARE	$14,685	$22,350	$21,457	$16,030	$21,457	–	–	$0
10-534-1030 - TMRS	$13,337	$24,252	$25,468	$17,868	$25,468	–	–	$0
10-534-1050 - HEALTH, DENTAL & LIFE INS	$36,952	$43,851	$49,878	$39,626	$49,878	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-534-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,936	$2,446	$2,616	$1,994	$2,616	–	–	$0
10-534-1070 - WORKERS COMPENSATION	$1,059	$3,373	$3,710	$4,284	$3,710	–	–	$0
10-534-1100 - RECREATION COORINATOR	$0	$43,713	$44,325	$37,500	$44,325	–	–	$0
10-534-1144 - CAR ALLOWANCE	$4,200	$4,200	$4,200	–	$4,200	–	–	$0
10-534-1145 - LONGEVITY	$450	$311	$484	$346	$484	–	–	$0
10-534-1146 - REWARDS PROGRAM	$1,215	$1,215	$1,620	$1,620	$1,620	–	–	$0
10-534-1147 - WORK BOOT ALLOWANCE	$720	$720	$720	$540	$720	–	–	$0
10-534-1148 - CELL PHONE STIPEND	$1,192	$1,200	$1,800	$369	$1,800	–	–	$0
10-534-1149 - IN LIEU OF	$138	$104	$346	$138	$346	–	–	$0
10-534-1274 - OVERTIME	$1,663	$7,536	$1,000	$2,536	$1,000	–	$2,500	$2,500
10-534-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
10-534-1540 - PARKS & REC DIRECTOR	$80,484	$153,370	$111,953	$84,381	$111,953	–	–	$0
10-534-1550 - RECREATION COORINATOR	$29,538	$0	–	–	–	–	–	–
10-534-1570 - MAINTENANCE PERSONNEL	$73,740	$80,661	$93,579	$67,786	$93,579	–	–	$0
10-534-1591 - STANDBY TIME	$1,200	$1,875	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$1,260	–	$1,260
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$22,550	–	$22,550
1030 - TMRS	–	–	$0	–	$0	$27,974	–	$27,974
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$84,123	–	$84,123
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$3,270	–	$3,270
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$4,712	$4,712

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1100 - BASE SALARIES	–	–	$0	–	$0	$285,329	–	$285,329
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$4,200	–	$4,200
1145 - LONGEVITY	–	–	$0	–	$0	$346	$35	$381
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$2,025	–	$2,025
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$900	–	$900
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,800	–	$1,800
1149 - IN LIEU OF	–	–	$0	–	$0	$173	–	$173
PERSONNEL & BENEFITS TOTAL	**$264,872**	**$393,142**	**$385,216**	**$284,571**	**$385,216**	**$433,949**	**$7,247**	**$441,197**
Operation & Maintenance								
10-534-4000 - LIABILITY & PROPERTY INS	$900	$2,615	$1,089	$3,240	$4,860	$1,089	$2,475	$3,564
10-534-4110 - UNIFORMS	$964	$1,083	$1,400	$920	$480	$1,400	$3,100	$4,500
10-534-4200 - TRAVEL	$813	$525	$1,000	$1,388	$2,095	$1,000	$1,000	$2,000
10-534-4300 - TRAINING/EDUCATION	$744	$400	$1,000	$160	$840	$1,000	$2,000	$3,000
10-534-4325 - DRUG TESTING	$0	$200	$500	–	$500	$500	–	$500
10-534-4400 - DUES & SUBSCRIPTIONS	$0	–	$300	–	$300	$300	$1,500	$1,800
10-534-4570 - RENTAL/LEASE	–	–	$0	–	$0	–	$27,666	$27,666
10-534-4600 - TELEPHONE/INTERNET	$289	$63	$400	$197	$225	$400	–	$400
10-534-4650 - ELECTRICITY	$2,227	$2,119	$2,500	$1,812	$380	$2,500	–	$2,500
10-534-4670 - WATER SERVICE	$65,980	$54,199	$40,000	$20,759	$11,500	$40,000	–	$40,000
10-534-4675 - SEWER SERVICE	$0	–	–	–	–	–	–	–
10-534-4700 - MAINTENANCE & REPAIRS	$1,085	$3,668	$7,000	$12,044	$12,000	$7,000	$7,000	$14,000
10-534-4715 - UNANTICIPATED MAINT/REPAIRS	$5,351	$1,050	–	–	–	–	–	–
10-534-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$1,929	$6,317	$5,000	$10,367	$10,400	$5,000	–	$5,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-534-4730 - VEHICLE SAFETY EQUIPMENT	–	–	$3,000	$785	$2,200	$3,000	$15,000	$18,000
10-534-4750 - MISCELLANEOUS EXPENSE	$3,572	$1,314	$1,500	$315	$1,150	$1,500	-$1,500	$0
10-534-4825 - INFORMATION TEHNOLOGY	$0	$0	–	–	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$83,852**	**$73,552**	**$64,689**	**$51,987**	**$46,930**	**$64,689**	**$58,241**	**$122,930**
Supplies								
10-534-5200 - POSTAGE	$0	$0	–	–	–	–	–	–
10-534-5300 - SUPPLIES	$12,421	$12,434	$10,000	$7,752	$500	$10,000	$8,500	$18,500
10-534-5305 - SMALL TOOLS	$1,755	–	$2,000	$1,549	$500	$2,000	$3,500	$5,500
10-534-5400 - FUEL & LUBRICANTS	$7,265	$4,898	$5,000	$4,068	$200	$5,000	$12,500	$17,500
10-534-5430 - CHEMICALS	$0	$1,483	$2,000	$1,367	$750	$2,000	$3,000	$5,000
10-534-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$21,441**	**$18,816**	**$19,000**	**$14,736**	**$1,950**	**$19,000**	**$27,500**	**$46,500**
Services								
10-534-6100 - PROFESSIONAL SERVICES	$5,903	$700	$68,000	–	$68,000	–	–	$0
10-534-6500 - MISCELLANEOUS SERVICES	$1,500	$0	–	–	–	–	–	–
SERVICES TOTAL	**$7,403**	**$700**	**$68,000**	**–**	**$68,000**	**–**	**–**	**$0**
Assets								
10-534-9000 - FIXED ASSETS	$15,634	$0	–	–	–	–	–	–
10-534-9700 - FIXED ASSETS	$0	$7,153	–	–	–	–	–	–
10-534-9705 - TURNBACK CONSERVANCY TRAILS	–	–	$200,000	–	$200,000	$200,000	-$95,000	$105,000
10-534-9710 - LV SUNSET PARK	$0	$133,403	$375,000	–	$375,000	$375,000	–	$375,000
10-534-9715 - POCKET PARKS	–	–	$15,000	–	$15,000	$15,000	–	$15,000
10-534-9720 - MACHINERY & EQUIPMENT	$11,004	$0	$0	–	$0	–	$21,250	$21,250

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-534-9760 - VEHICLES	$0	$34,015	$0	–	$0	–	$90,217	$90,217
ASSETS TOTAL	**$26,638**	**$174,571**	**$590,000**	**–**	**$590,000**	**$590,000**	**$16,466**	**$606,466**
PARKS & RECREATION TOTAL	**$404,206**	**$660,780**	**$1,126,905**	**$351,294**	**$1,092,096**	**$1,107,638**	**$109,455**	**$1,217,093**
Aquatics								
Personnel & Benefits								
10-535-1010 - STATE UNEMPLOYMENT TAX	$0	$0	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Operation & Maintenance								
10-535-4750 - MISCELLANEOUS EXPENSE	–	–	–	$610	–	–	–	–
10-535-4000 - LIABILITY & PROPERTY INS	$951	$605	$1,150	$704	$1,150	$1,150	-$376	$774
10-535-4300 - TRAINING/EDUCATION	$653	$390	$1,000	$1,125	$1,125	$1,000	–	$1,000
10-535-4600 - TELEPHONE/INTERNET	$1,050	$1,146	$1,200	$955	$1,200	$1,200	–	$1,200
10-535-4650 - ELECTRICITY	$4,690	$4,767	$5,000	$2,749	$4,500	$5,000	–	$5,000
10-535-4670 - WATER SERVICE	$29,546	$18,410	$30,000	$6,360	$25,000	$30,000	–	$30,000
10-535-4675 - SEWER SERVICE	$18,507	$11,479	$19,000	$4,214	$12,000	$19,000	–	$19,000
10-535-4700 - MAINTENANCE & REPAIRS	$6,316	$6,449	$13,500	$26,992	$29,000	$13,500	$2,250	$15,750
10-535-4715 - UNANTICIPATED MAINT/REPAIRS	$28,798	$0	–	–	–	–	–	–
10-535-4775 - POOL PASS/PARTY DEP REFUNDS	$165	$0	–	–	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$90,677**	**$43,246**	**$70,850**	**$43,708**	**$73,975**	**$70,850**	**$1,874**	**$72,724**
Supplies								
10-535-5300 - SUPPLIES	$3,924	$2,720	$4,000	$812	$4,000	–	–	$0
10-535-5430 - CHEMICALS	$14,179	$11,772	$8,000	$1,644	$2,000	$8,000	-$2,600	$5,400

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-535-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$18,103**	**$14,493**	**$12,000**	**$2,456**	**$6,000**	**$8,000**	**-$2,600**	**$5,400**
Services								
10-535-6100 - PROFESSIONAL SERVICES	$46,404	$37,312	$50,000	$0	$50,000	$50,000	$31,500	$81,500
10-535-6500 - MISCELLANEOUS SERVICES	$1,100	$1,635	$3,000	$210	$2,700	$3,000	-$2,000	$1,000
SERVICES TOTAL	**$47,504**	**$38,947**	**$53,000**	**$210**	**$52,700**	**$53,000**	**$29,500**	**$82,500**
Assets								
10-535-9750 - POOL REPLASTER	–	–	–	$140,635	–	–	–	–
10-535-9000 - FIXED ASSETS	–	–	$0	–	$0	–	$12,117	$12,117
10-535-9310 - PARK IMPROVEMENTS	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$0**	**$0**	**$140,635**	**$0**	**–**	**$12,117**	**$12,117**
AQUATICS TOTAL	**$156,283**	**$96,685**	**$135,850**	**$187,009**	**$132,675**	**$131,850**	**$40,892**	**$172,742**
Aviation Department								
Supplies								
10-540-5400 - FUEL & LUBRICANTS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
AVIATION DEPARTMENT TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Library								
Personnel & Benefits								
10-545-1000 - ACCRUED SALARY (AUDITOR ADJ)	$1,452	$3,839	–	–	–	–	–	–
10-545-1010 - STATE UNEMPLOYMENT TAX	$112	$43	$1,008	$469	$1,008	–	–	$0
10-545-1020 - SOCIAL SECURITY / MEDICARE	$11,140	$14,538	$15,771	$14,167	$15,771	–	–	$0
10-545-1030 - TMRS	$9,336	$12,730	$17,016	$14,816	$17,016	–	–	$0
10-545-1050 - HEALTH, DENTAL &	$20,971	$23,404	$42,239	$34,833	$42,239	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
LIFE INS.								
10-545-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,328	$1,436	$1,962	$1,632	$1,962	–	–	$0
10-545-1070 - WORKERS COMPENSATION	$716	$2,543	$2,797	$858	$2,797	–	–	$0
10-545-1120 - LIBRARY DIRECTOR	$69,589	$89,304	$90,089	$76,229	$90,089	–	–	$0
10-545-1130 - ASSISTANT LIBRARIANS	$73,668	$98,696	$113,179	$100,469	$113,179	–	–	$0
10-545-1145 - LONGEVITY PAY	$1,038	$1,003	$1,073	$1,073	$1,073	–	–	$0
10-545-1146 - REWARDS PROGRAM	$810	$810	$1,215	$810	$1,215	–	–	$0
10-545-1148 - CELL PHONE STIPEND	$600	$600	$600	$508	$600	–	–	$0
10-545-1149 - IN LIEU OF	$138	$138	$277	$138	$277	–	–	$0
10-545-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$1,008	–	$1,008
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$16,712	–	$16,712
1030 - TMRS	–	–	$0	–	$0	$18,857	–	$18,857
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$48,784	–	$48,784
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,962	–	$1,962
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$944	$944
1100 - BASE SALARIES	–	–	$0	–	$0	$215,576	$2,043	$217,619
1145 - LONGEVITY	–	–	$0	–	$0	$934	-$143	$791
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,215	–	$1,215
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$138	–	$138
PERSONNEL & BENEFITS TOTAL	**$190,898**	**$249,084**	**$287,226**	**$246,002**	**$287,226**	**$305,787**	**$2,844**	**$308,631**
Operation & Maintenance								
10-545-4000 - LIABILITY & PROPERTY INS	$1,402	$1,664	$1,696	$1,927	$1,927	$1,696	$423	$2,119

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-545-4200 - TRAVEL	$0	–	$2,000	$93	$584	$2,000	$400	$2,400
10-545-4300 - TRAINING/EDUCATION	$0	$26	$650	$15	$265	$650	$270	$920
10-545-4333 - TEXSHARE DATABASE FEES	$62	$124	$130	$124	$124	$130	–	$130
10-545-4400 - DUES & SUBSCRIPTIONS	$403	$850	$1,600	$1,241	$1,411	$1,600	-$100	$1,500
10-545-4420 - NOTARY BONDS	$126	–	$126	–	$126	$126	–	$126
10-545-4670 - WATER SERVICE	$494	$484	$500	$398	$500	$500	–	$500
10-545-4675 - SEWER SERVICE	$381	$354	$400	$280	$400	$400	–	$400
10-545-4700 - MAINTENANCE & REPAIRS	$2,632	$2,089	$6,000	$2,441	$5,635	$6,000	-$3,000	$3,000
10-545-4750 - MISCELLANEOUS EXPENSE	$2,236	$142	$2,000	$218	$1,617	$2,000	$2,200	$4,200
10-545-4800 - PROGRAMS	$0	$3,571	$12,000	$4,473	$8,000	$12,000	–	$12,000
10-545-4825 - IT EXPENSE	$0	$228	$1,000	$454	$1,000	$1,000	–	$1,000
OPERATION & MAINTENANCE TOTAL	**$7,736**	**$9,532**	**$28,102**	**$11,665**	**$21,589**	**$28,102**	**$193**	**$28,295**
Supplies								
10-545-5100 - BOOKS,PUBLICATIONS & FILMS	$6,302	$2,179	$14,000	$1,000	$8,000	$14,000	–	$14,000
10-545-5200 - POSTAGE	$0	–	$380	–	$380	$380	–	$380
10-545-5300 - SUPPLIES	$4,285	$3,301	$6,000	$4,284	$6,000	$6,000	–	$6,000
10-545-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$10,587**	**$5,480**	**$20,380**	**$5,285**	**$14,380**	**$20,380**	**–**	**$20,380**
Services								
10-545-6100 - PROFESSIONAL SERVICES	$3,774	$4,373	$5,000	$5,301	$4,000	$5,000	$800	$5,800
10-545-6500 - MISCELLANEOUS SERVICES	$0	$817	$2,200	$140	$2,000	$2,200	$800	$3,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-545-6540 - MAINTENANCE AGREEMENTS	$2,214	$2,200	$3,900	$2,560	$3,160	$3,900	$120	$4,020
SERVICES TOTAL	**$5,988**	**$7,391**	**$11,100**	**$8,001**	**$9,160**	**$11,100**	**$1,720**	**$12,820**
Assets								
10-545-9700 - Fixed Assets	–	–	$0	–	$0	–	$17,000	$17,000
ASSETS TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**$17,000**	**$17,000**
LIBRARY TOTAL	**$215,208**	**$271,487**	**$346,808**	**$270,952**	**$332,355**	**$365,369**	**$21,757**	**$387,127**
Council								
Operation & Maintenance								
10-550-4200 - TRAVEL	$6,059	$7,698	$10,000	$6,444	$10,000	$10,000	–	$10,000
10-550-4300 - TRAINING/EDUCATION	$3,100	$4,664	$5,000	$5,925	$5,000	$5,000	–	$5,000
10-550-4750 - MISCELLANEOUS EXPENSE	$3,969	$3,266	$5,000	$8,397	$5,000	$5,000	–	$5,000
10-550-4825 - INFORMATION TECHNOLOGY	$0	–	–	–	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$13,128**	**$15,628**	**$20,000**	**$20,766**	**$20,000**	**$20,000**	**–**	**$20,000**
Supplies								
10-550-5300 - SUPPLIES	$268	$2,175	$2,500	$278	$2,500	$2,500	–	$2,500
10-550-5600 - LAGO ECONOMIC RECOVERY PROGRAM	-$50	$0	–	–	–	–	–	–
10-550-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$218**	**$2,175**	**$2,500**	**$278**	**$2,500**	**$2,500**	**–**	**$2,500**
Services								
10-550-6100 - PROFESSIONAL SERVICES	$753	$847	$2,500	$1,007	$2,500	$2,500	–	$2,500
10-550-6120 - LEGAL SERVICES	$0	$22,479	–	–	–	–	–	–
10-550-6500 - MISCELLANEOUS SERVICES	$116	$10	$500	–	$500	$500	–	$500
SERVICES TOTAL	**$869**	**$23,336**	**$3,000**	**$1,007**	**$3,000**	**$3,000**	**–**	**$3,000**

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
COUNCIL TOTAL	**$14,216**	**$41,139**	**$25,500**	**$22,051**	**$25,500**	**$25,500**	**–**	**$25,500**
General Fund IT								
Personnel & Benefits								
10-558-1000 - ACCRUED SALARY (AUDITOR ADJ)	–	$7,349	–	–	–	–	–	–
10-558-1010 - STATE UNEMPLOYMENT TAX	$0	$27	$756	$234	$756	–	–	$0
10-558-1020 - SOCIAL SECURITY/MEDICARE	$0	$14,225	$17,311	$11,172	$17,311	–	–	$0
10-558-1030 - TMRS	$0	$15,533	$20,547	$13,081	$20,547	–	–	$0
10-558-1050 - HEALTH, DENTAL & LIFE INS	$0	$24,388	$48,784	$26,132	$48,784	–	–	$0
10-558-1060 - HEALTH REIMBURSEMENT ACCOUNT	$0	$1,531	$1,962	$1,107	$1,962	–	–	$0
10-558-1070 - WORKERS COMPENSATION	$0	$3,066	$3,373	$604	$3,373	–	–	$0
10-558-1120 - IT DIRECTOR	$0	$91,346	$95,000	$80,384	$95,000	–	–	$0
10-558-1125 - SYSTEM ADMINISTRATOR/IT ASSIST	$0	$62,004	$64,484	$54,563	$64,484	–	–	$0
10-558-1135 - SR. GIS TECHNICIAN	$0	$26,662	$58,658	–	$58,658	–	–	$0
10-558-1138 - CELL PHONE ALLOWANCE	–	$0	–	–	–	–	–	–
10-558-1143 - CELL PHONE ALLOWANCE	–	$0	–	–	–	–	–	–
10-558-1144 - CAR ALLOWANCE	$0	$4,808	$5,000	$4,231	$5,000	–	–	$0
10-558-1145 - LONGEVITY	$0	$1,107	$727	$692	$727	–	–	$0
10-558-1146 - REWARDS PROGRAM	$0	$1,215	$1,215	$810	$1,215	–	–	$0
10-558-1148 - CELL PHONE STIPEND	$0	$1,154	$1,200	$1,016	$1,200	–	–	$0
10-558-1149 - IN LIEU OF	$0	$104	$208	$69	$208	–	–	$0
10-558-1274 - OVERTIME	$0	–	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-558-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$13,410	–	$13,410
1030 - TMRS	–	–	$0	–	$0	$16,636	–	$16,636
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$28,212	–	$28,212
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$664	$664
1100 - BASE SALARIES	–	–	$0	–	$0	$167,458	–	$167,458
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$5,000	–	$5,000
1145 - LONGEVITY	–	–	$0	–	$0	$761	$23	$784
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,200	–	$1,200
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
PERSONNEL & BENEFITS TOTAL	**$0**	**$254,518**	**$319,225**	**$194,095**	**$319,225**	**$235,368**	**$687**	**$236,055**
Operation & Maintenance								
10-558-4000 - LIABILITY & PROPERTY INS	–	–	$0	$86	$0	–	$94	$94
10-558-4200 - TRAVEL	$0	–	$3,000	–	$1,000	$3,000	-$1,500	$1,500
10-558-4300 - TRAINING/EDUCATION	$0	$2,380	$7,000	–	$4,000	$7,000	-$2,000	$5,000
10-558-4400 - DUES & SUBSCRIPTIONS	–	$134	–	–	–	–	–	–
10-558-4570 - RENTAL/LEASE	$0	$9,454	$15,100	$8,106	$13,100	$15,100	$906	$16,006
10-558-4600 - TELEPHONE/INTERNET	$0	$25,168	$46,700	$23,405	$41,700	$46,700	$2,802	$49,502
10-558-4700 - MAINTENANCE & REPAIRS	$0	$39,637	$46,500	$27,506	$45,500	$46,500	$9,181	$55,681

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-558-4715 - UNANTICIPATED MAINT/REPAIRS	–	$38	–	–	–	–	–	–
10-558-4750 - MISCELLANEOUS EXPENSE	$0	–	$500	$587	$600	$500	–	$500
10-558-4825 - INFORMATION TECHNOLOGY	$0	$70,728	$170,000	$52,531	$170,000	$170,000	$75,400	$245,400
OPERATION & MAINTENANCE TOTAL	**$0**	**$147,540**	**$288,800**	**$112,221**	**$275,900**	**$288,800**	**$84,883**	**$373,683**
Supplies								
10-558-5100 - BOOKS,PUBLICATIONS & FILMS	$0	–	–	–	–	–	–	–
10-558-5200 - POSTAGE	–	–	–	$13	–	–	–	–
10-558-5300 - SUPPLIES	$0	$883	$1,200	$33	$1,200	$1,200	–	$1,200
SUPPLIES TOTAL	**$0**	**$883**	**$1,200**	**$46**	**$1,200**	**$1,200**	**–**	**$1,200**
Services								
10-558-6100 - PROFESSIONAL SERVICES	$0	$66,499	$75,000	$51,067	$75,000	$75,000	-$50,000	$25,000
10-558-6540 - MAINTENANCE AGREEMENTS	$0	$54,944	$123,000	$79,417	$123,000	$123,000	$7,380	$130,380
SERVICES TOTAL	**$0**	**$121,443**	**$198,000**	**$130,484**	**$198,000**	**$198,000**	**-$42,620**	**$155,380**
Assets								
10-558-9720 - MACHINERY & EQUIPMENT	$0	$18,078	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$18,078**	**–**	**–**	**–**	**–**	**–**	**–**
GENERAL FUND IT TOTAL	**$0**	**$542,463**	**$807,225**	**$436,846**	**$794,325**	**$723,368**	**$42,950**	**$766,319**
General Fund Transfer								
Assets								
10-586-9769 - Transfer to Aviation	–	–	$0	–	$0	–	$92,299	$92,299
10-586-9766 - TRANSFER TO LVGC	$438,694	$800,000	$1,048,044	–	$1,048,044	$1,048,044	-$77,525	$970,519
10-586-9768 - TRANS GENERAL FUND TO CIP	$407,000	–	$0	–	$0	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
ASSETS TOTAL	**$845,694**	**$800,000**	**$1,048,044**	**–**	**$1,048,044**	**$1,048,044**	**$14,774**	**$1,062,818**
GENERAL FUND TRANSFER TOTAL	**$845,694**	**$800,000**	**$1,048,044**	**–**	**$1,048,044**	**$1,048,044**	**$14,774**	**$1,062,818**
Code Enforcement								
Personnel & Benefits								
10-522-1200 - Police Chief	–	–	$0	–	$0	–	–	$0
10-522-1205 - Police Captain	–	–	$0	–	$0	–	–	$0
10-522-1210 - Police Lieutenant	–	–	$0	–	$0	–	–	$0
10-522-1220 - Detective/Sargeant	–	–	$0	–	$0	–	–	$0
10-522-1221 - Police Sargeant Patrol	–	–	$0	–	$0	–	–	$0
10-522-1230 - Police Officer	–	–	$0	–	$0	–	–	$0
10-522-1240 - Code Enforcement Officer	–	–	$0	–	$0	–	–	$0
10-522-1250 - Code Enforcement Secretary	–	–	$0	–	$0	–	–	$0
10-522-1010 - State Unemployment Tax	–	–	$0	–	$0	–	–	$0
10-522-1020 - Social Security/Medicare	–	–	$0	–	$0	–	–	$0
10-522-1030 - TMRS	–	–	$0	–	$0	–	–	$0
10-522-1050 - Health, Dental, & Life Insurance	–	–	$0	–	$0	–	–	$0
10-522-1060 - Health Reimbursement Account	–	–	$0	–	$0	–	–	$0
10-522-1070 - Workers Compensation	–	–	$0	–	$0	–	–	$0
10-522-1235 - SRO - School Resource Officer	–	–	$0	–	$0	–	–	$0
10-522-1274 - Overtime	–	–	$0	–	$0	–	–	$0
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$8,696	–	$8,696

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1030 - TMRS	–	–	$0	–	$0	$10,788	–	$10,788
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$41,144	–	$41,144
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1100 - BASE SALARIES	–	–	$0	–	$0	$110,526	–	$110,526
1145 - LONGEVITY	–	–	$0	–	$0	$69	–	$69
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$2,200	–	$2,200
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	–	–	$0
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
PERSONNEL & BENEFITS TOTAL	**–**	**–**	**$0**	**–**	**$0**	**$176,114**	**–**	**$176,114**
Operation & Maintenance								
10-522-4000 - Liability & Property Insurance	–	–	$0	–	$0	–	–	$0
10-522-4100 - Uniforms	–	–	$0	–	$0	–	–	$0
10-522-4110 - Ballistic Vest Program	–	–	$0	–	$0	–	–	$0
10-522-4200 - Travel	–	–	$0	–	$0	–	$2,000	$2,000
10-522-4300 - Training/Education	–	–	$0	–	$0	–	$3,000	$3,000
10-522-4320 - LEOSE Expense	–	–	$0	–	$0	–	–	$0
10-522-4330 - CAPCO Expense	–	–	$0	–	$0	–	–	$0
10-522-4400 - Dues & Subscriptions	–	–	$0	–	$0	–	–	$0
10-522-4600 - Telephone/Internet	–	–	$0	–	$0	–	$1,100	$1,100
10-522-4650 - Electricity	–	–	$0	–	$0	–	–	$0
10-522-4670 - Water Service	–	–	$0	–	$0	–	–	$0
10-522-4675 - Sewer Service	–	–	$0	–	$0	–	–	$0
10-522-4700 - Maintenance & Repairs	–	–	$0	–	$0	–	–	$0
10-522-4725 - Equip/Vehicle Maint/Repairs	–	–	$0	–	$0	–	$3,000	$3,000
10-522-4740 - Animal Control	–	–	$0	–	$0	–	$10,000	$10,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10-522-4750 - Miscellaneous Expense	–	–	$0	–	$0	–	–	$0
10-522-4775 - Medical	–	–	$0	–	$0	–	–	$0
10-522-4780 - Misc Building Expense	–	–	$0	–	$0	–	–	$0
10-522-4800 - National Night Out	–	–	$0	–	$0	–	–	$0
10-522-4825 - IT Expense	–	–	$0	–	$0	–	–	$0
OPERATION & MAINTENANCE TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**$19,100**	**$19,100**
Supplies								
10-522-5100 - Books, Publications & Films	–	–	$0	–	$0	–	–	$0
10-522-5200 - Postage	–	–	$0	–	$0	–	$1,000	$1,000
10-522-5300 - Supplies	–	–	$0	–	$0	–	$500	$500
10-522-5301 - Qualifying Ammunition	–	–	$0	–	$0	–	–	$0
10-522-5400 - Fuel & Lubricants	–	–	$0	–	$0	–	$2,000	$2,000
SUPPLIES TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**$3,500**	**$3,500**
Services								
10-522-6100 - Professional Services	–	–	$0	–	$0	–	$20,000	$20,000
10-522-6150 - PD 911 Service	–	–	$0	–	$0	–	–	$0
10-522-6200 - Radios/LCRA	–	–	$0	–	$0	–	–	$0
10-522-6500 - Contract Services	–	–	$0	–	$0	–	$25,000	$25,000
10-522-6540 - Maintenance Agreements	–	–	$0	–	$0	–	–	$0
SERVICES TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**$45,000**	**$45,000**
Assets								
10-522-9760 - Vehicles	–	–	$0	–	$0	–	–	$0
ASSETS TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
CODE ENFORCEMENT TOTAL	**–**	**–**	**$0**	**–**	**$0**	**$176,114**	**$67,600**	**$243,714**

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
10 - GENERAL FUND TOTAL	**$10,885,388**	**$12,134,809**	**$14,458,377**	**$10,128,122**	**$14,064,916**	**$14,949,854**	**$773,579**	**$15,723,432**
11 - Hotel Fund								
Hotel								
Assets								
11-511-8610 - CHAMBER OF COMMERCE	$48,000	$48,000	$48,000	$36,000	$48,000	$48,000	–	$48,000
11-511-8620 - TOURISM PROMOTION	$35,593	$91,999	$96,000	$92,971	$96,000	$96,000	$9,550	$105,550
ASSETS TOTAL	**$83,593**	**$139,999**	**$144,000**	**$128,971**	**$144,000**	**$144,000**	**$9,550**	**$153,550**
HOTEL TOTAL	**$83,593**	**$139,999**	**$144,000**	**$128,971**	**$144,000**	**$144,000**	**$9,550**	**$153,550**
11 - HOTEL FUND TOTAL	**$83,593**	**$139,999**	**$144,000**	**$128,971**	**$144,000**	**$144,000**	**$9,550**	**$153,550**
14 - Aviation Fund								
Aviation Department								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$252	–	$252
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$1,117	–	$1,117
1030 - TMRS	–	–	$0	–	$0	–	–	$0
1050 - HEALTH INSURANCE	–	–	$0	–	$0	–	–	$0
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	–	–	$0
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$919	$919
1100 - BASE SALARIES	–	–	$0	–	$0	$14,333	–	$14,333
1145 - LONGEVITY	–	–	$0	–	$0	$50	–	$50
1146 - REWARDS PROGRAM	–	–	$0	–	$0	–	–	$0
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$180	–	$180
1149 - IN LIEU OF	–	–	$0	–	$0	$35	–	$35
14-540-1000 - ACCRUED SALARY (AUDITOR ADJ)	$646	-$81	–	–	–	–	–	–
14-540-1010 - STATE UNEMPLOYMENT TAX	$114	$13	$252	$95	$252	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
14-540-1020 - SOCIAL SECURITY / MEDICARE	$596	$1,060	$1,063	$949	$1,063	–	–	$0
14-540-1030 - TMRS	$0	–	$1,262	–	$1,262	–	–	$0
14-540-1070 - WORKERS COMPENSATION	$0	$229	$252	$835	$252	–	–	$0
14-540-1145 - LONGEVITY PAY	$35	$35	$69	$69	$69	–	–	$0
14-540-1147 - WORK BOOT ALLOWANCE	$180	$180	$180	$180	$180	–	–	$0
14-540-1149 - IN LIEU OF	$35	$35	$69	$35	$69	–	–	$0
14-540-1260 - AIRPORT SUPERINTENDENT	$7,545	$13,613	$13,650	$11,606	$13,650	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$9,151**	**$15,083**	**$16,797**	**$13,769**	**$16,797**	**$15,966**	**$919**	**$16,884**
Operation & Maintenance								
14-540-4000 - LIABILITY & PROPERTY INS	$3,400	$3,577	$4,114	$3,681	$4,114	$4,114	-$65	$4,049
14-540-4575 - BANK CHARGES	$8,933	$6,855	$7,000	$6,118	$7,000	$7,000	–	$7,000
14-540-4600 - TELEPHONE/INTERNET	$3,347	$2,871	$3,500	$2,335	$3,500	$3,500	–	$3,500
14-540-4650 - ELECTRICITY	$5,891	$7,495	$7,500	$7,033	$8,350	$7,500	$1,000	$8,500
14-540-4670 - WATER SERVICE	$551	$776	$1,000	$1,189	$1,660	$1,000	$1,000	$2,000
14-540-4675 - SEWER SERVICE	$586	$781	$1,000	$1,170	$1,660	$1,000	$1,000	$2,000
14-540-4700 - MAINTENANCE & REPAIRS	$7,046	$4,749	$7,500	$11,003	$11,000	$7,500	$5,500	$13,000
14-540-4720 - VECHICLE MAINTENANCE/REAPIRS	$155	–	$1,000	$722	$250	$1,000	–	$1,000
14-540-4750 - MISCELLANEOUS EXPENSE	$1,999	$530	$1,000	$925	$70	$1,000	-$1,000	$0
14-540-4825 - INFORMATION TECHNOLOGY	$536	$318	$500	–	$500	$500	–	$500
OPERATION & MAINTENANCE TOTAL	**$32,444**	**$27,953**	**$34,114**	**$34,176**	**$38,104**	**$34,114**	**$7,435**	**$41,549**
Supplies								

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
14-540-5300 - SUPPLIES	$2,126	$2,708	$1,500	$5,124	$5,350	$1,500	$3,500	$5,000
14-540-5400 - FUEL & LUBRICANTS	$365,465	$196,803	$300,000	$156,455	$30,000	$300,000	-$38,618	$261,382
14-540-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$367,591**	**$199,511**	**$301,500**	**$161,579**	**$35,350**	**$301,500**	**-$35,118**	**$266,382**
Services								
14-540-6100 - PROFESSIONAL SERVICES	$20,807	$25,646	$35,000	$28,999	$35,000	$35,000	-$14,785	$20,215
14-540-6500 - MISCELLANEOUS SERVICES	$0	$120	$300	$75	$225	$300	–	$300
14-540-6540 - MAINTENANCE AGREEMENTS	–	–	$0	–	$0	–	–	$0
14-540-6800 - DEPRECIATION	$60,812	$0	–	–	–	–	–	–
SERVICES TOTAL	**$81,619**	**$25,766**	**$35,300**	**$29,073**	**$35,225**	**$35,300**	**-$14,785**	**$20,515**
Assets								
14-540-9700 - FIXED ASSETS	$0	$0	$0	–	$0	–	$35,025	$35,025
ASSETS TOTAL	**$0**	**$0**	**$0**	**–**	**$0**	**–**	**$35,025**	**$35,025**
AVIATION DEPARTMENT TOTAL	**$490,805**	**$268,313**	**$387,711**	**$238,597**	**$125,476**	**$386,880**	**-$6,525**	**$380,355**
14 - AVIATION FUND TOTAL	**$490,805**	**$268,313**	**$387,711**	**$238,597**	**$125,476**	**$386,880**	**-$6,525**	**$380,355**
15 - Municipal Golf Course								
LVGC Pro Shop								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$3,024	–	$3,024
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$23,625	–	$23,625
1030 - TMRS	–	–	$0	–	$0	$17,940	–	$17,940
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$53,812	–	$53,812
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$2,616	–	$2,616
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$7,105	$7,105
1100 - BASE SALARIES	–	–	$0	–	$0	$302,055	–	$302,055

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1145 - LONGEVITY	–	–	$0	–	$0	$1,662	$203	$1,865
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,620	–	$1,620
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$3,100	-$1,550	$1,550
1149 - IN LIEU OF	–	–	$0	–	$0	$381	$623	$1,004
15-510-1000 - ACCRUED SALARY (AUDITOR ADJ)	-$15,951	$1,818	–	–	–	–	–	–
15-510-1010 - STATE UNEMPLOYMENT TAX	$290	$102	$3,024	$968	$3,024	–	–	$0
15-510-1020 - SOCIAL SECURITY / MEDICARE	$13,438	$14,350	$22,364	$17,053	$22,364	–	–	$0
15-510-1030 - TMRS	-$11,396	$8,910	$16,563	$13,642	$16,563	–	–	$0
15-510-1050 - HEALTH, DENTAL & LIFE INS.	$29,429	$28,827	$53,812	$39,227	$53,812	–	–	$0
15-510-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,660	$1,618	$2,616	$2,159	$2,616	–	–	$0
15-510-1070 - WORKERS COMPENSATION	$9,330	$3,765	$4,142	$6,459	$4,412	–	–	$0
15-510-1100 - DIRECTOR OF GOLF OPERATIONS	$57,473	$34,398	$0	–	$0	–	–	$0
15-510-1101 - MARKETING COORDINATOR	$20,152	$0	$0	–	$0	–	–	$0
15-510-1102 - GOLF PROFESSIONAL	$10,884	$14,591	$42,000	$45,068	$54,000	–	–	$0
15-510-1104 - PGA HEAD GOLF PROFESSIONAL	–	$20,749	$73,500	$62,192	$73,500	–	–	$0
15-510-1105 - FRONT DESK CLERK (FT)	$0	–	–	–	–	–	–	–
15-510-1106 - FRONT DESK CLERK (PT)	$36,667	$38,169	$56,784	$30,180	$56,784	–	–	$0
15-510-1120 - OUTSIDE SERVICES/CART KEEPERS	$44,379	$77,521	$113,022	$73,056	$113,022	–	–	$0
15-510-1143 - CELL PHONE ALLOWANCE	$360	$0	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-510-1144 - CAR ALLOWANCE	$1,662	$0	–	–	–	–	–	–
15-510-1145 - LONGEVITY PAY	$1,695	$1,107	$1,419	$1,419	$1,419	–	–	$0
15-510-1146 - REWARDS PROGRAM	$1,215	$810	$1,620	$1,215	$1,620	–	–	$0
15-510-1148 - CELL PHONE STIPEND	$600	$323	–	$457	–	–	–	–
15-510-1149 - IN LIEU OF	$311	$277	$830	$415	$830	–	–	$0
15-510-1274 - OVERTIME	$1,594	$306	$4,000	–	$4,000	$4,000	–	$4,000
15-510-1405 - COLA PAY INCREASE	$0	–	–	–	–	–	–	–
15-520-1102 - GOLF PROFESSIONAL	–	–	$0	–	$0	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$203,793**	**$247,642**	**$395,696**	**$293,512**	**$407,966**	**$413,834**	**$6,381**	**$420,215**
Operation & Maintenance								
15-510-4000 - LIABILITY & PROPERTY INS	$2,635	$4,307	$3,188	$4,416	$6,234	$3,188	$1,670	$4,858
15-510-4110 - UNIFORMS	$495	$822	$2,000	$814	$2,000	–	$1,500	$1,500
15-510-4200 - TRAVEL	$996	$2,782	$2,000	$2,488	$1,900	$2,000	–	$2,000
15-510-4300 - TRAINING/EDUCATION	$0	$286	$2,000	$1,019	$1,700	$2,000	–	$2,000
15-510-4400 - DUES & SUBSCRIPTIONS	$150	$300	$500	$500	$1,000	$500	$600	$1,100
15-510-4570 - RENTAL/LEASE	$0	$46,200	$47,000	$46,200	$47,000	$47,000	–	$47,000
15-510-4575 - BANK CHARGES	$17,871	$16,251	$16,500	$16,129	$16,500	$16,500	–	$16,500
15-510-4600 - TELEPHONE/INTERNET	$3,513	$3,600	$5,000	$3,000	$3,300	$5,000	-$1,300	$3,700
15-510-4650 - ELECTRICITY	$20,079	$20,565	$20,000	$20,385	$22,000	$20,000	$3,000	$23,000
15-510-4670 - WATER SERVICE	$6,540	$3,195	$3,000	$7,671	$8,000	$3,000	$5,000	$8,000
15-510-4675 - SEWER SERVICE	$6,240	$3,387	$3,000	$6,406	$6,000	$3,000	$3,000	$6,000
15-510-4680 - CABLE TV SERVICE	$3,504	$2,674	$3,400	$2,522	$3,200	$3,400	-$100	$3,300
15-510-4700 - MAINTENANCE & REPAIRS	$6,020	$24,596	$24,000	$14,465	$17,000	$24,000	-$4,000	$20,000
15-510-4710 - GOLF CART MAINT/REPAIRS	–	–	$15,000	$1,275	$3,000	$15,000	-$5,000	$10,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-510-4715 - UNANTICIPATED MAINT/REPAIRS	$10,632	$0	–	–	–	–	–	–
15-510-4750 - MISCELLANEOUS EXPENSE	$6,769	$14,588	$7,500	$5,566	$7,500	$7,500	–	$7,500
15-510-4775 - TOURNAMENT EXPENSES	–	–	$1,550	–	$1,550	$1,550	–	$1,550
15-510-4825 - IT EXPENSE	$802	$1,981	$1,000	–	$1,000	$1,000	-$500	$500
OPERATION & MAINTENANCE TOTAL	**$86,245**	**$145,533**	**$156,638**	**$132,856**	**$148,884**	**$154,638**	**$3,870**	**$158,508**
Supplies								
15-510-5200 - POSTAGE	$7	–	$150	–	$150	$150	–	$150
15-510-5300 - SUPPLIES	$3,874	$9,417	$7,500	$6,838	$7,500	$7,500	–	$7,500
15-510-5301 - PRO SHOP INVENTORY	$53,575	$37,408	$40,000	$31,000	$37,000	$40,000	–	$40,000
15-510-5303 - SNACK BAR FOOD	-$581	$0	–	–	–	–	–	–
15-510-5306 - PRO SHOP SUPPLIES	$5,723	$0	–	–	–	–	–	–
15-510-5400 - FUEL & LUBRICANTS	$0	$6,049	$6,000	$7,255	$7,000	$6,000	$1,500	$7,500
15-510-5500 - COVID 19 EXPENSES	-$85	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$62,513**	**$52,874**	**$53,650**	**$45,093**	**$51,650**	**$53,650**	**$1,500**	**$55,150**
Services								
15-510-6100 - PROFESSIONAL SERVICES	$11,728	–	$4,000	–	$0	$4,000	–	$4,000
15-510-6135 - CONTRACTUAL SERVICES	$3,084	$2,332	$20,000	$5,809	$5,000	$20,000	-$5,000	$15,000
15-510-6400 - PRINTING & BINDING SERVICES	$0	$1,200	$1,000	$1,000	$1,000	$1,000	–	$1,000
15-510-6500 - MISCELLANEOUS SERVICES	–	$128	–	–	–	–	–	–
15-510-6540 - MAINTENANCE AGREEMENTS	$7,962	$6,177	$12,000	$8,308	$9,000	$12,000	-$3,000	$9,000
15-510-6550 - ADVERTISING	$35,826	$17,861	$15,000	$12,756	$15,000	$15,000	–	$15,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-510-6600 - DISPOSAL SERVICE	$1,125	$1,120	$1,400	$1,083	$1,300	$1,400	–	$1,400
SERVICES TOTAL	**$59,726**	**$28,818**	**$53,400**	**$28,956**	**$31,300**	**$53,400**	**-$8,000**	**$45,400**
Assets								
15-510-9000 - FIXED ASSETS	$0	$1,029	–	–	–	–	–	–
15-510-9105 - GOLF CARTS - INTEREST	$4,002	$0	–	–	–	–	–	–
ASSETS TOTAL	**$4,002**	**$1,029**	**–**	**–**	**–**	**–**	**–**	**–**
LVGC PRO SHOP TOTAL	**$416,279**	**$475,896**	**$659,384**	**$500,417**	**$639,800**	**$675,522**	**$3,750**	**$679,273**
LVGC Maintenance								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$2,016	–	$2,016
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$26,756	–	$26,756
1030 - TMRS	–	–	$0	–	$0	$33,191	–	$33,191
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$106,884	–	$106,884
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$5,232	–	$5,232
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$8,149	$8,149
1100 - BASE SALARIES	–	–	$0	–	$0	$344,205	$6,775	$350,980
1145 - LONGEVITY	–	–	$0	–	$0	$588	$58	$646
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$3,239	–	$3,239
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$1,440	–	$1,440
1149 - IN LIEU OF	–	–	$0	–	$0	$277	–	$277
1274 - OVERTIME	–	–	$0	–	$0	–	–	$0
15-530-1000 - ACCRUED SALARY (AUDITOR ADJ)	-$9,213	$2,391	–	–	–	–	–	–
15-530-1010 - STATE UNEMPLOYMENT TAX	$72	$86	$2,772	$650	$2,772	–	–	$0
15-530-1020 - SOCIAL SECURITY / MEDICARE	$14,647	$20,978	$30,016	$15,832	$30,016	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-530-1030 - TMRS	$14,556	$21,120	$35,626	$18,561	$35,626	–	–	$0
15-530-1050 - HEALTH, DENTAL & LIFE INS.	$45,604	$51,782	$97,145	$60,097	$97,145	–	–	$0
15-530-1060 - HEALTH REIMBURSEMENT ACCOUNT	$2,655	$3,354	$5,232	$2,823	$5,232	–	–	$0
15-530-1070 - WORKERS COMPENSATION	$6,882	$5,777	$6,355	$7,408	$6,355	–	–	$0
15-530-1080 - SUPERINTENDENT (GREENS KEEP	$40,385	$0	–	–	–	–	–	–
15-530-1100 - CREW LEADER/IRRIGATION TECH	$31,979	$36,446	$40,560	$34,315	$40,560	–	–	$0
15-530-1101 - SUPERINTENDENT (GREENS KEEPER)	$0	$78,606	$78,750	$37,498	$78,750	–	–	$0
15-530-1105 - MAINTENANCE PERSONNEL	$85,203	$141,651	$259,070	$119,582	$259,070	–	–	$0
15-530-1115 - GOLF COURSE MECHANIC	$24,523	–	–	–	–	–	–	–
15-530-1145 - LONGEVITY PAY	$1,003	$484	$554	$311	$554	–	–	$0
15-530-1146 - REWARDS PROGRAM	$1,620	$1,620	$3,239	$1,215	$3,239	–	–	$0
15-530-1147 - UNIFORM/BOOT ALLOWANCE	$900	$1,080	$2,187	$1,080	$2,187	–	–	$0
15-530-1148 - CELL PHONE STIPEND	$415	$277	–	–	–	–	–	–
15-530-1149 - IN LIEU OF	$173	$208	$761	$173	$761	–	–	$0
15-530-1274 - OVERTIME	$5,468	$14,120	$8,000	$6,197	$8,000	–	$8,000	$8,000
15-530-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$266,872**	**$379,979**	**$570,267**	**$305,744**	**$570,267**	**$523,828**	**$22,982**	**$546,810**
Operation & Maintenance								
15-530-4000 - LIABILITY & PROPERTY INS	$6,134	$5,483	$7,423	$1,775	$7,423	$7,423	-$5,470	$1,953
15-530-4110 - UNIFORMS	$4,557	$1,925	$5,000	$1,149	$2,000	$5,000	–	$5,000
15-530-4200 - TRAVEL	$0	–	$1,500	$662	$600	$1,500	–	$1,500

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-530-4300 - TRAINING/EDUCATION	$851	$100	$2,000	$764	$1,446	$2,000	–	$2,000
15-530-4400 - DUES & SUBSCRIPTIONS	–	$465	$500	$465	$605	$500	$1,000	$1,500
15-530-4570 - RENTAL/LEASE	$0	$83,616	$85,801	$87,476	$85,801	$85,801	$75,783	$161,584
15-530-4600 - TELEPHONE/INTERNET	$979	$1,493	$1,200	$1,326	$1,330	$1,200	$400	$1,600
15-530-4650 - ELECTRICITY	$5,265	$5,451	$7,000	$3,978	$500	$7,000	$1,000	$8,000
15-530-4670 - WATER SERVICE - REST ROOMS	$2,283	$2,581	$6,000	$1,549	$4,000	$6,000	$500	$6,500
15-530-4675 - SEWER SERVICE - REST ROOMS	$1,134	$923	$3,000	$561	$2,000	$3,000	–	$3,000
15-530-4680 - BUILDING MAINTENANCE	$0	$9,556	$10,000	$152	$9,700	$10,000	-$7,000	$3,000
15-530-4700 - EQUIPMENT MAINT/REPAIRS	$34,412	$39,051	$30,000	$13,931	$10,000	$30,000	-$10,000	$20,000
15-530-4705 - IRRIGATION MAINT/REPAIRS	$17,402	$15,570	$20,000	$17,763	$0	$20,000	-$12,500	$7,500
15-530-4710 - GOLF CART MAINT/REPAIRS	$882	$0	–	–	–	–	–	–
15-530-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$6,292	$19	$1,500	$1,033	$450	$1,500	–	$1,500
15-530-4750 - MISCELLANEOUS EXPENSE	$6,091	$8,800	$2,500	$1,278	$100	$2,500	–	$2,500
OPERATION & MAINTENANCE TOTAL	**$86,284**	**$175,032**	**$183,424**	**$133,862**	**$125,955**	**$183,424**	**$43,713**	**$227,137**
Supplies								
15-530-5300 - SUPPLIES	$4,293	$23,133	$13,000	$8,021	$3,000	$13,000	–	$13,000
15-530-5305 - SMALL TOOLS	$975	$1,744	$2,500	$590	$400	$2,500	–	$2,500
15-530-5400 - FUEL & LUBRICANTS	$18,772	$11,623	$12,000	$8,895	-$1,000	$12,000	$4,000	$16,000
15-530-5430 - CHEMICALS	$5,694	$29,394	$45,000	$19,967	$11,000	$45,000	-$10,000	$35,000
15-530-5435 - FERTILIZER	$4,415	$11,194	$35,000	$17,744	$15,000	$35,000	-$15,000	$20,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
15-530-5440 - SAND & SOIL	$3,304	$11,136	$15,000	$5,054	$5,000	$15,000	-$7,000	$8,000
15-530-5445 - SEED	$0	$5,250	$5,000	$1,890	$10,900	$5,000	$3,000	$8,000
15-530-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$37,453**	**$93,474**	**$127,500**	**$62,161**	**$44,300**	**$127,500**	**-$25,000**	**$102,500**
Services								
15-530-6100 - PROFESSIONAL SERVICES	$45,008	$37,550	$15,000	$10,868	$17,500	$15,000	$15,000	$30,000
15-530-6135 - CONTRACTUAL SERVICES	$0	$81,050	$49,000	$35,839	$0	$49,000	-$44,000	$5,000
15-530-6600 - DISPOSAL SERVICE	$461	$2,596	$2,000	$1,678	$0	$2,000	$500	$2,500
SERVICES TOTAL	**$45,469**	**$121,196**	**$66,000**	**$48,385**	**$17,500**	**$66,000**	**-$28,500**	**$37,500**
Assets								
15-530-9700 - FIXED ASSETS	$0	$0	–	–	–	–	–	–
15-530-9751 - TURF GATOR-INTEREST	$9,882	$0	–	–	–	–	–	–
ASSETS TOTAL	**$9,882**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
LVGC MAINTENANCE TOTAL	**$445,959**	**$769,681**	**$947,191**	**$550,152**	**$758,022**	**$900,752**	**$13,195**	**$913,947**
HLGC Pro Shop								
Operation & Maintenance								
15-540-4670 - WATER SERVICE	$0	$0	–	–	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Supplies								
15-540-5400 - FUEL & LUBRICANTS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
HLGC PRO SHOP TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Depreciation								
Assets								
15-585-8505 - DEPRECIATION	$181,731	$0	–	–	–	–	–	–
ASSETS TOTAL	**$181,731**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
DEPRECIATION TOTAL	**$181,731**	**$0**	–	–	–	–	–	–
15 - MUNICIPAL GOLF COURSE TOTAL	**$1,043,970**	**$1,245,577**	**$1,606,575**	**$1,050,569**	**$1,397,822**	**$1,576,274**	**$16,945**	**$1,593,219**
30 - Utilities								
Utilities Adminstration								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$756	–	$756
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$10,402	–	$10,402
1030 - TMRS	–	–	$0	–	$0	$12,904	–	$12,904
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$33,240	–	$33,240
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,962	–	$1,962
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$588	$588
1100 - BASE SALARIES	–	–	$0	–	$0	$133,366	–	$133,366
1145 - LONGEVITY	–	–	$0	–	$0	$692	–	$692
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,215	–	$1,215
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$104	–	$104
30-555-1000 - ACCRUED SALARY EXPENSE (AJE)	$6,477	-$3,190	–	–	–	–	–	–
30-555-1010 - STATE UNEMPLOYMENT TAX	$27	$35	$756	$361	$756	–	–	$0
30-555-1020 - SOCIAL SECURITY / MEDICARE	$8,209	$9,688	$9,907	$7,877	$9,907	–	–	$0
30-555-1030 - TMRS	-$105,755	$10,455	$11,759	$9,068	$11,759	–	–	$0
30-555-1050 - HEALTH, DENTAL & LIFE INS.	$31,112	$30,776	$33,240	$25,534	$33,240	–	–	$0
30-555-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,915	$1,989	$1,962	$1,490	$1,962	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-555-1070 - WORKERS COMPENSATION	$736	$1,998	$2,197	$534	$2,197	–	–	$0
30-555-1120 - CUSTOMER SERVICE CLERKS	$37,528	$1,451	–	–	–	–	–	–
30-555-1145 - LONGEVITY PAY	$484	$554	$657	$657	$657	–	–	$0
30-555-1146 - REWARDS PROGRAM	$1,215	$810	$1,215	$1,215	$1,215	–	–	$0
30-555-1148 - CELL PHONE STIPEND	$600	$600	$600	$508	$600	–	–	$0
30-555-1149 - IN LIEU OF	$104	$104	$208	$104	$208	–	–	$0
30-555-1405 - COLA PAY INCREASE	$0	–	–	–	–	–	–	–
30-555-1500 - UTILITY FUND PAY PLAN	$0	–	–	–	–	–	–	–
30-555-1520 - UTILITY BILLING CLERK	$81,158	$123,239	$127,032	$97,261	$127,032	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$63,810**	**$178,507**	**$189,533**	**$144,610**	**$189,533**	**$195,241**	**$588**	**$195,828**
Operation & Maintenance								
30-555-4000 - LIABILITY & PROPERTY INS	–	$370	$400	–	$0	$400	-$400	$0
30-555-4100 - BAD DEBT WRITE-OFFS	$0	-$230	–	–	–	–	–	–
30-555-4110 - UNIFORMS	–	$224	$300	–	$300	$300	–	$300
30-555-4200 - TRAVEL	$641	$2,320	$2,500	$507	$750	$2,500	-$500	$2,000
30-555-4300 - TRAINING/EDUCATION	$26	$2,198	$2,500	–	$500	$2,500	–	$2,500
30-555-4400 - DUES & SUBSCRIPTIONS	$9	$14	$100	–	$0	$100	-$100	$0
30-555-4420 - NOTARY BONDS	$0	–	$115	–	$0	$115	–	$115
30-555-4575 - BANK CHARGES	$85,661	$116,782	$120,000	$111,733	$136,597	$120,000	$17,000	$137,000
30-555-4600 - TELEPHONE/INTERNET	–	$675	$0	$95	$145	–	$145	$145
30-555-4750 - MISCELLANEOUS EXPENSE	$295	$114	$500	$414	$400	$500	–	$500

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-555-4825 - IT EXPENSE	$0	–	$2,000	$1,418	$0	$2,000	–	$2,000
OPERATION & MAINTENANCE TOTAL	**$86,632**	**$122,467**	**$128,415**	**$114,167**	**$138,692**	**$128,415**	**$16,145**	**$144,560**
Supplies								
30-555-5200 - POSTAGE	$28,886	$38,335	$40,000	$31,700	$32,701	$40,000	-$5,000	$35,000
30-555-5300 - SUPPLIES	$4,049	$4,532	$4,000	$2,514	$3,000	$4,000	–	$4,000
30-555-5400 - FUEL & LUBRICANTS	$0	$0	–	–	–	–	–	–
30-555-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$32,935**	**$42,867**	**$44,000**	**$34,214**	**$35,701**	**$44,000**	**-$5,000**	**$39,000**
Services								
30-555-6100 - PROFESSIONAL SERVICES	$1,878	–	$30,000	–	$10,000	$30,000	–	$30,000
30-555-6110 - AUDITING SERVICES	$14,475	$11,250	$20,000	$12,750	$12,600	$20,000	–	$20,000
30-555-6400 - PRINTING & BINDING SERVICES	$28,043	$29,947	$38,000	$23,719	$26,046	$38,000	–	$38,000
30-555-6540 - MAINTENANCE AGREEMENTS	$0	$0	–	–	–	–	–	–
SERVICES TOTAL	**$44,396**	**$41,197**	**$88,000**	**$36,469**	**$48,646**	**$88,000**	**–**	**$88,000**
UTILITIES ADMINSTRATION TOTAL	**$227,773**	**$385,038**	**$449,948**	**$329,460**	**$412,572**	**$455,656**	**$11,733**	**$467,388**
General Fund Transfers								
Assets								
30-556-9765 - TRANSFER TO GENERAL FUND	$1,600,000	$2,059,643	$2,059,643	$1,716,369	$2,059,643	$2,059,643	$1,583,930	$3,643,573
ASSETS TOTAL	**$1,600,000**	**$2,059,643**	**$2,059,643**	**$1,716,369**	**$2,059,643**	**$2,059,643**	**$1,583,930**	**$3,643,573**
GENERAL FUND TRANSFERS TOTAL	**$1,600,000**	**$2,059,643**	**$2,059,643**	**$1,716,369**	**$2,059,643**	**$2,059,643**	**$1,583,930**	**$3,643,573**
Utility Fund Info Tech								
Personnel & Benefits								
30-558-1000 - ACCRUED SALARY (AUDITOR ADJ)	$9,353	-$8,306	–	–	–	–	–	–
30-558-1010 - STATE	$27	$0	–	–	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
UNEMPLOYMENT TAX								
30-558-1020 - SOCIAL SECURITY/MEDICARE	$14,466	$555	–	–	–	–	–	–
30-558-1030 - TMRS	$15,544	$593	–	–	–	–	–	–
30-558-1050 - HEALTH, DENTAL & LIFE INS	$37,029	$5,807	–	–	–	–	–	–
30-558-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,992	$15	–	–	–	–	–	–
30-558-1070 - WORKERS COMPENSATION	$264	$0	–	–	–	–	–	–
30-558-1120 - IT DIRECTOR	$78,955	$3,040	–	–	–	–	–	–
30-558-1125 - SYSTEM ADMINISTRATOR/IT ASST	$45,015	$1,733	–	–	–	–	–	–
30-558-1135 - SR. GIS TECHNICIAN	$58,578	$2,256	–	–	–	–	–	–
30-558-1143 - CELL PHONE ALLOWANCE	$0	$0	–	–	–	–	–	–
30-558-1144 - CAR ALLOWANCE	$5,000	$192	–	–	–	–	–	–
30-558-1145 - LONGEVITY	$1,003	$0	–	–	–	–	–	–
30-558-1146 - REWARDS PROGRAM	$1,215	$0	–	–	–	–	–	–
30-558-1148 - CELL PHONE STIPEND	$1,200	$46	–	–	–	–	–	–
30-558-1149 - IN LIEU OF	$104	$0	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$269,745**	**$5,931**	**–**	**–**	**–**	**–**	**–**	**–**
Operation & Maintenance								
30-558-4000 - LIABILITY & PROPERTY INS	–	–	$0	$76	$0	–	$83	$83
30-558-4300 - TRAINING/EDUCATION	$4,759	$0	–	–	–	–	–	–
30-558-4400 - DUES & SUBSCRIPTIONS	–	$45	–	–	–	–	–	–
30-558-4570 - RENTAL/LEASE	$11,268	$2,892	$4,800	$2,897	$3,800	$4,800	–	$4,800

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-558-4600 - TELEPHONE/INTERNET	$24,228	$6,133	$10,000	$4,910	$8,000	$10,000	–	$10,000
30-558-4700 - MAINTENANCE & REPAIRS	$36,721	$7,979	$16,000	$7,501	$14,000	$16,000	–	$16,000
30-558-4715 - UNANTICIPATED MAINT/REPAIRS	$760	$0	–	–	–	–	–	–
30-558-4750 - MISCELLANEOUS EXPENSE	$777	–	$500	–	$500	$500	–	$500
30-558-4825 - INFORMATION TECHNOLOGY	$39,646	$7,881	$17,000	$6,846	$12,000	$17,000	–	$17,000
OPERATION & MAINTENANCE TOTAL	**$118,158**	**$24,930**	**$48,300**	**$22,231**	**$38,300**	**$48,300**	**$83**	**$48,383**
Supplies								
30-558-5100 - BOOKS,PUBLICATIONS & FILMS	$0	$0	–	–	–	–	–	–
30-558-5300 - SUPPLIES	$832	–	$500	–	$500	$500	–	$500
30-558-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$832**	**$0**	**$500**	**–**	**$500**	**$500**	**–**	**$500**
Services								
30-558-6100 - PROFESSIONAL SERVICES	$30,649	$0	–	$500	–	–	–	–
30-558-6540 - MAINTENANCE AGREEMENTS	$78,796	$17,258	$35,000	$14,263	$30,000	$35,000	–	$35,000
SERVICES TOTAL	**$109,445**	**$17,258**	**$35,000**	**$14,763**	**$30,000**	**$35,000**	**–**	**$35,000**
Assets								
30-558-9720 - MACHINERY & EQUIPMENT	$0	$0	–	–	–	–	–	–
30-558-9730 - OFFICE EQUIPMENT & SOFTWARE	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
UTILITY FUND INFO TECH TOTAL	**$498,180**	**$48,120**	**$83,800**	**$36,994**	**$68,800**	**$83,800**	**$83**	**$83,883**
Public Works Admin								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$1,008	–	$1,008
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$26,977	–	$26,977
1030 - TMRS	–	–	$0	–	$0	$33,744	–	$33,744
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$69,356	–	$69,356
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$2,616	–	$2,616
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$1,071	$1,071
1100 - BASE SALARIES	–	–	$0	–	$0	$342,050	–	$342,050
1144 - CAR ALLOWANCE	–	–	$0	–	$0	$9,900	–	$9,900
1145 - LONGEVITY	–	–	$0	–	$0	$311	$119	$430
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,620	–	$1,620
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$180	–	$180
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,380	–	$1,380
1149 - IN LIEU OF	–	–	$0	–	$0	$138	$35	$173
30-559-1000 - ACCRUED SALARY (AUDITOR ADJ)	-$2,019	$4,270	–	–	–	–	–	–
30-559-1010 - STATE UNEMPLOYMENT TAX	$221	$33	$1,008	$480	$1,008	–	–	$0
30-559-1020 - SOCIAL SECURITY / MEDICARE	$19,696	$12,803	$25,658	$21,438	$25,658	–	–	$0
30-559-1030 - TMRS	$21,007	$14,891	$30,454	$26,608	$30,454	–	–	$0
30-559-1050 - HEALTH, DENTAL & LIFE INS	$38,493	$32,085	$72,549	$55,396	$72,549	–	–	$0
30-559-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,941	$1,491	$2,616	$2,215	$2,616	–	–	$0
30-559-1070 - WORKERS COMPENSATION	$4,167	$3,140	$3,454	$974	$3,454	–	–	$0
30-559-1100 - DIRECTOR OF PUBLIC WORKS	$0	$111,686	$118,766	$100,494	$118,766	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-559-1130 - GIS ASSISTANT	$34,253	$31,584	$58,656	$49,625	$58,656	–	–	$0
30-559-1138 - CELL PHONE ALLOWANCE	–	$0	–	–	–	–	–	–
30-559-1144 - CAR ALLOWANCE	$391	$6,000	$9,900	$5,077	$9,900	–	–	$0
30-559-1145 - LONGEVITY	$657	$104	$173	$173	$173	–	–	$0
30-559-1146 - REWARDS PROGRAM	$1,215	$810	$1,620	$810	$1,620	–	–	$0
30-559-1147 - WORK BOOT ALLOWANCE	$180	–	$180	$180	$180	–	–	$0
30-559-1148 - CELL PHONE STIPEND	$1,073	$646	$1,380	$508	$1,380	–	–	$0
30-559-1149 - IN LIEU OF	$138	$69	$277	$138	$277	–	–	$0
30-559-1300 - MERIT INCREASE	$144,630	$0	–	–	–	–	–	–
30-559-1302 - CAR ALLOWANCE	$7,511	$0	–	–	–	–	–	–
30-559-1303 - PUBLIC WORKS ADMIN ASST	$47,125	$29,582	$43,680	$39,930	$43,680	–	–	$0
30-559-1310 - GRADUATE ENGINEER	$25,771	–	$101,044	$83,106	$101,044	–	–	$0
30-559-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$346,453**	**$249,195**	**$471,415**	**$387,151**	**$471,415**	**$489,281**	**$1,225**	**$490,506**
Operation & Maintenance								
30-559-4650 - Utility Infill Program	–	–	$0	–	$0	–	$300,000	$300,000
30-559-4000 - LIABILITY & PROPERTY INS	$14,121	$16,337	$16,882	$17,567	$18,002	$16,882	$2,442	$19,324
30-559-4110 - UNIFORMS	$368	$300	$1,000	$81	$250	$1,000	-$250	$750
30-559-4200 - TRAVEL	$5,155	–	$1,500	–	$500	$1,500	–	$1,500
30-559-4300 - TRAINING/EDUCATION	$1,870	–	$5,000	$510	$1,000	$5,000	–	$5,000
30-559-4400 - DUES & SUBSCRIPTIONS	$338	$100	$5,000	–	$5,000	$5,000	–	$5,000
30-559-4550 - LEGAL NOTICES	–	–	–	$85	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-559-4600 - TELEPHONE/INTERNET	$865	$893	$995	$1,841	$3,356	$995	$1,005	$2,000
30-559-4700 - MAINTENANCE & REPAIRS	$439	$915	$2,500	$1,169	$2,400	$2,500	–	$2,500
30-559-4725 - VEHICLE MAIN/REPAIRS	$0	$218	$1,100	–	$500	$1,100	-$100	$1,000
30-559-4750 - MISCELLANEOUS EXPENSE	$5,300	$697	$2,000	$1,954	$3,380	$2,000	–	$2,000
30-559-4825 - INFORMATION TECHNOLOGY	$12,728	–	$37,000	$17,200	$34,400	$37,000	$3,000	$40,000
OPERATION & MAINTENANCE TOTAL	**$41,183**	**$19,461**	**$72,977**	**$40,407**	**$68,788**	**$72,977**	**$306,097**	**$379,074**
Supplies								
30-559-5100 - BOOKS,PUBLICATIONS & FILMS	$2,382	$1,328	$1,800	$887	$1,775	$1,800	–	$1,800
30-559-5200 - POSTAGE	$0	–	$100	–	$0	$100	-$100	$0
30-559-5300 - SUPPLIES	$6,360	$1,992	$4,500	$712	$2,500	$4,500	-$1,000	$3,500
30-559-5400 - FUEL & LUBRICANTS	$1,597	$945	$2,300	$528	$1,100	$2,300	-$800	$1,500
30-559-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
30-559-5700 - WINTER STORMS	$0	$0	$1,000	–	$0	$1,000	-$1,000	$0
SUPPLIES TOTAL	**$10,339**	**$4,265**	**$9,700**	**$2,128**	**$5,375**	**$9,700**	**-$2,900**	**$6,800**
Services								
30-559-6100 - PROFESSIONAL SERVICES	$11,852	$71,082	$355,000	$246,768	$300,000	$355,000	-$25,000	$330,000
30-559-6135 - CONTRACTUAL SERVICES	$16,999	–	$30,000	$14,738	$29,480	$30,000	–	$30,000
30-559-6500 - MISCELLANEOUS SERVICES	$0	$1,250	$4,000	–	$1,500	$4,000	-$500	$3,500
30-559-6540 - MAINTENANCE AGREEMENTS	–	–	$3,500	–	$3,500	$3,500	–	$3,500
SERVICES TOTAL	**$28,851**	**$72,332**	**$392,500**	**$261,506**	**$334,480**	**$392,500**	**-$25,500**	**$367,000**
Assets								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-559-9700 - FIXED ASSETS	$0	$0	$150,000	$14,576	$125,000	$150,000	-$150,000	$0
30-559-9720 - MACHINERY & EQUIPMENT	–	–	$8,000	$7,468	$7,468	$8,000	-$8,000	$0
ASSETS TOTAL	**$0**	**$0**	**$158,000**	**$22,044**	**$132,468**	**$158,000**	**-$158,000**	**$0**
PUBLIC WORKS ADMIN TOTAL	**$426,826**	**$345,253**	**$1,104,592**	**$713,235**	**$1,012,526**	**$1,122,458**	**$120,922**	**$1,243,380**
Water Services								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$2,016	–	$2,016
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$31,050	–	$31,050
1030 - TMRS	–	–	$0	–	$0	$38,519	–	$38,519
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$102,950	–	$102,950
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$5,232	–	$5,232
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$10,542	$10,542
1100 - BASE SALARIES	–	–	$0	–	$0	$399,050	–	$399,050
1145 - LONGEVITY	–	–	$0	–	$0	$1,280	$188	$1,468
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$3,239	–	$3,239
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$1,440	–	$1,440
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$600	–	$600
1149 - IN LIEU OF	–	–	$0	–	$0	$277	–	$277
1274 - OVERTIME	–	–	$0	–	$0	–	–	$0
30-560-1000 - ACCRUED SALARY (AUDITOR ADJ)	$5,041	$1,461	–	–	–	–	–	–
30-560-1010 - STATE UNEMPLOYMENT TAX	$214	$134	$2,016	$944	$2,016	–	–	$0
30-560-1020 - SOCIAL SECURITY / MEDICARE	$34,622	$38,440	$32,007	$27,821	$32,007	–	–	$0
30-560-1030 - TMRS	$37,316	$42,105	$37,990	$32,340	$37,990	–	–	$0
30-560-1050 - HEALTH, DENTAL &	$134,933	$123,363	$102,950	$85,039	$102,950	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
LIFE INS.								
30-560-1060 - HEALTH REIMBURSEMENT ACCOUNT	$6,800	$6,329	$5,232	$4,429	$5,232	–	–	$0
30-560-1070 - WORKERS COMPENSATION	$8,935	$8,056	$8,861	$9,584	$8,861	–	–	$0
30-560-1145 - LONGEVITY PAY	$2,457	$1,903	$1,246	$1,211	$1,246	–	–	$0
30-560-1146 - REWARDS PROGRAM	$4,049	$3,239	$3,239	$2,834	$3,239	–	–	$0
30-560-1147 - WORK BOOT ALLOWANCE	$1,800	$1,620	$1,440	$1,440	$1,440	–	–	$0
30-560-1148 - CELL PHONE STIPEND	$1,731	$808	$600	$508	$600	–	–	$0
30-560-1149 - IN LIEU OF	$346	$346	$554	$277	$554	–	–	$0
30-560-1274 - OVERTIME	$27,575	$35,229	$30,000	$19,483	$30,000	–	$23,000	$23,000
30-560-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-560-1540 - UTILITY SUPERINTENDENT	$67,904	$77,185	$77,553	$65,622	$77,553	–	–	$0
30-560-1561 - CREW LEADER	$87,164	$72,185	$54,600	$46,200	$54,600	–	–	$0
30-560-1570 - MAINTENANCE PERSONNEL	$262,534	$314,206	$245,814	$210,814	$245,814	–	–	$0
30-560-1591 - STANDBY TIME	$3,150	$3,675	$3,900	$2,700	$3,900	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$686,572**	**$730,283**	**$608,002**	**$511,245**	**$608,002**	**$585,653**	**$33,730**	**$619,383**
Operation & Maintenance								
30-560-4000 - LIABILITY & PROPERTY INS	$14,377	$24,730	$17,396	$19,658	$27,396	$17,396	$4,227	$21,623
30-560-4110 - UNIFORMS	$11,857	$26,044	$11,000	$649	$11,000	$11,000	$1,000	$12,000
30-560-4200 - TRAVEL	$1,115	$640	$2,000	$2,581	$2,500	$2,000	–	$2,000
30-560-4300 - TRAINING/EDUCATION	$10,594	$5,567	$6,000	$6,273	$5,000	$6,000	–	$6,000
30-560-4400 - DUES & SUBSCRIPTIONS	$74	$67	$100	$42	$100	$100	–	$100

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-560-4570 - RENTAL/LEASE EXPENSE	–	$6,625	–	$4,300	–	–	–	–
30-560-4600 - TELEPHONE/INTERNET	$687	$534	$1,500	$208	$1,500	$1,500	–	$1,500
30-560-4650 - ELECTRICITY	$7,603	$7,953	$9,000	$6,256	$7,000	$9,000	–	$9,000
30-560-4700 - MAINTENANCE & REPAIRS	$105,108	$61,962	$100,000	$35,116	$80,000	$100,000	–	$100,000
30-560-4715 - UNANTICIPATED MAINT/REPAIRS	$43,390	$35	–	–	–	–	–	–
30-560-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$36,500	$28,473	$40,000	$43,351	$60,000	$40,000	$20,000	$60,000
30-560-4730 - VEHICLE SAFETY EQUIPMENT	$700	$5,007	$2,000	$2,977	$4,000	$2,000	–	$2,000
30-560-4750 - MISCELLANEOUS EXPENSE	$1,329	$2,350	$1,500	$564	$1,500	$1,500	–	$1,500
30-560-4755 - FIRE HYDRANT REPLACEMENT	$38,335	$33,320	$40,000	$36,428	$40,000	$40,000	–	$40,000
30-560-4757 - WATER TAP & EXTENSION EXPENSE	$607,357	$223,694	$400,000	$81,256	$100,000	$400,000	–	$400,000
30-560-4758 - REBATE ON LINE EXTENSIONS	$0	$0	$25,000	$12,284	$20,000	$25,000	–	$25,000
30-560-4761 - WATER SYSTEM IMPROVEMENTS	$120,016	$22,440	$50,000	$43,411	$30,000	$50,000	–	$50,000
30-560-4825 - IT EXPENSE	$18	$600	$2,200	–	$1,200	$2,200	–	$2,200
OPERATION & MAINTENANCE TOTAL	**$999,061**	**$450,042**	**$707,696**	**$295,354**	**$391,196**	**$707,696**	**$25,227**	**$732,923**
Supplies								
30-560-5300 - SUPPLIES	$7,034	$5,155	$5,500	$3,475	$5,000	$5,500	–	$5,500
30-560-5305 - SMALL TOOLS	$3,747	$3,629	$4,000	$7,360	$4,000	$4,000	–	$4,000
30-560-5350 - METERS	$106,352	$42,031	$60,000	$48,902	$60,000	$60,000	–	$60,000
30-560-5400 - FUEL & LUBRICANTS	$45,534	$40,321	$30,000	$31,777	$30,000	$30,000	–	$30,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-560-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$162,667**	**$91,137**	**$99,500**	**$91,514**	**$99,000**	**$99,500**	**–**	**$99,500**
Services								
30-560-6135 - CONTRACTUAL SERVICES	$5,756	$31,128	$50,000	$21,747	$45,000	$50,000	–	$50,000
30-560-6500 - MISCELLANEOUS SERVICES	$0	$110	$110	–	$110	$110	–	$110
30-560-6540 - MAINTENANCE AGREEMENTS	$3,572	–	$3,000	$1,807	$3,000	$3,000	–	$3,000
30-560-6545 - REFUND WATER TAP FEE	$35,250	$400	–	–	–	–	–	–
SERVICES TOTAL	**$44,577**	**$31,638**	**$53,110**	**$23,554**	**$48,110**	**$53,110**	**–**	**$53,110**
Assets								
30-560-9720 - MACHINERY & EQUIPMENT	-$43,424	$0	$89,633	$87,997	$89,633	$89,633	-$16,133	$73,500
30-560-9750 - WATERLINE: BAR K TO BRONCO	$43,424	$0	–	$663,679	–	–	–	–
30-560-9760 - VEHICLES	$0	–	$60,000	$0	$60,000	$60,000	$10,000	$70,000
ASSETS TOTAL	**$0**	**$0**	**$149,633**	**$751,676**	**$149,633**	**$149,633**	**-$6,133**	**$143,500**
WATER SERVICES TOTAL	**$1,892,877**	**$1,303,100**	**$1,617,941**	**$1,673,344**	**$1,295,941**	**$1,595,592**	**$52,824**	**$1,648,416**
Water Plan One								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$504	–	$504
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$10,166	–	$10,166
1030 - TMRS	–	–	$0	–	$0	$12,612	–	$12,612
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$41,144	–	$41,144
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,308	–	$1,308
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$266	$266
1100 - BASE SALARIES	–	–	$0	–	$0	$131,586	–	$131,586

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1145 - LONGEVITY	–	–	$0	–	$0	$69	–	$69
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$810	–	$810
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$360	–	$360
1149 - IN LIEU OF	–	–	$0	–	$0	$69	–	$69
30-565-1000 - ACCRUED SALARY (AUDITOR ADJ)	$2,646	-$2,514	–	–	–	–	–	–
30-565-1010 - STATE UNEMPLOYMENT TAX	$269	$9	$504	–	$504	–	–	$0
30-565-1020 - SOCIAL SECURITY / MEDICARE	$7,799	$3,282	$10,194	–	$10,194	–	–	$0
30-565-1030 - TMRS	$8,414	$3,537	$12,100	–	$12,100	–	–	$0
30-565-1050 - HEALTH, DENTAL & LIFE INS.	$20,390	$7,695	$41,144	–	$41,144	–	–	$0
30-565-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,052	$442	$1,308	–	$1,308	–	–	$0
30-565-1070 - WORKERS COMPENSATION	$1,307	$1,992	$2,192	$233	$2,192	–	–	$0
30-565-1145 - LONGEVITY PAY	$381	$381	$69	–	$69	–	–	$0
30-565-1146 - REWARDS PROGRAM	$405	$405	$810	–	$810	–	–	$0
30-565-1147 - WORK BOOT ALLOWANCE	$180	$180	$360	–	$360	–	–	$0
30-565-1148 - CELL PHONE STIPEND	$346	$0	–	–	–	–	–	–
30-565-1149 - IN LIEU OF	$69	$35	$138	–	$138	–	–	$0
30-565-1274 - OVERTIME	$8,150	$6,077	$6,000	–	$6,000	–	$6,000	$6,000
30-565-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-565-1560 - PLANT OPERATORS	$47,986	$35,448	$54,600	–	$54,600	–	–	$0
30-565-1570 - SCADA OPERATOR	$45,544	–	$70,720	–	$70,720	–	–	$0
30-565-1591 - STANDBY TIME	$300	$450	$700	–	$700	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$145,237**	**$57,417**	**$200,839**	**$233**	**$200,839**	**$198,628**	**$6,266**	**$204,894**

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Operation & Maintenance								
30-565-4000 - LIABILITY & PROPERTY INS	$3,059	$14,645	$3,701	$13,924	$15,001	$3,701	$11,616	$15,317
30-565-4110 - UNIFORMS	$718	$547	$1,000	–	$300	$1,000	–	$1,000
30-565-4200 - TRAVEL	$0	–	$300	$206	$400	$300	$50	$350
30-565-4300 - TRAINING/EDUCATION	$4,261	$1,885	$4,000	$520	$1,000	$4,000	-$1,500	$2,500
30-565-4400 - DUES & SUBSCRIPTIONS	$530	$5,299	$6,000	$6,099	$6,100	$6,000	$100	$6,100
30-565-4600 - TELEPHONE/INTERNET	$926	$937	$1,000	$820	$1,180	$1,000	$200	$1,200
30-565-4650 - ELECTRICITY	$57,847	$52,585	$62,000	$45,005	$69,000	$62,000	$8,000	$70,000
30-565-4700 - MAINTENANCE & REPAIRS	$30,178	$48,421	$50,000	$36,450	$50,000	$50,000	$5,000	$55,000
30-565-4715 - UNANTICIPATED MAINT/REPAIRS	$5,562	$0	–	–	–	–	–	–
30-565-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$1,007	$1,109	$1,500	$467	$1,000	$1,500	-$300	$1,200
30-565-4825 - IT EXPENSE	$0	$1,987	$2,500	–	$1,000	$2,500	-$500	$2,000
OPERATION & MAINTENANCE TOTAL	**$104,087**	**$127,414**	**$132,001**	**$103,491**	**$144,981**	**$132,001**	**$22,666**	**$154,667**
Supplies								
30-565-5300 - SUPPLIES	$6,799	$3,272	$4,200	$4,415	$5,200	$4,200	$800	$5,000
30-565-5305 - SMALL TOOLS	$1,205	$49	$1,000	$1,359	$1,000	$1,000	–	$1,000
30-565-5400 - FUEL & LUBRICANTS	$7,110	$3,864	$6,200	–	$3,000	$6,200	–	$6,200
30-565-5430 - CHEMICALS	$52,199	$36,495	$45,000	$28,504	$43,000	$45,000	–	$45,000
30-565-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
30-565-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$67,313**	**$43,679**	**$56,400**	**$34,278**	**$52,200**	**$56,400**	**$800**	**$57,200**
Services								
30-565-6125 - TESTING SERVICES	$14,838	$9,015	$12,000	$5,006	$7,000	$12,000	-$2,000	$10,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-565-6135 - CONTRACTUAL SERVICES	$14,677	$27,676	$25,000	$1,875	$5,000	$25,000	-$5,000	$20,000
30-565-6425 - LCRA RESERVATION FEE	–	–	$175,000	$58,125	$175,000	$175,000	–	$175,000
30-565-6430 - BULK WATER	$101,671	$98,232	$70,000	$47,806	$82,000	$70,000	$12,000	$82,000
30-565-6500 - MISCELLANEOUS SERVICES	–	–	$4,000	–	$3,000	$4,000	-$1,500	$2,500
30-565-6540 - MAINTENANCE AGREEMENTS	$0	–	$500	$85	$500	$500	–	$500
30-565-6600 - DISPOSAL SERVICE	$1,530	–	$2,000	–	$1,500	$2,000	–	$2,000
SERVICES TOTAL	**$132,715**	**$134,923**	**$288,500**	**$112,897**	**$274,000**	**$288,500**	**$3,500**	**$292,000**
Assets								
30-565-9700 - FIXED ASSETS	$0	–	$60,000	$0	$48,000	$60,000	-$60,000	$0
30-565-9720 - MACHINERY & EQUIPMENT	$0	$0	$41,500	$34,624	$30,000	$41,500	-$11,500	$30,000
30-565-9750 - WTP EXPANSION	$0	$0	–	$0	–	–	–	–
ASSETS TOTAL	**$0**	**$0**	**$101,500**	**$34,624**	**$78,000**	**$101,500**	**-$71,500**	**$30,000**
WATER PLAN ONE TOTAL	**$449,353**	**$363,433**	**$779,240**	**$285,524**	**$750,020**	**$777,029**	**-$38,268**	**$738,761**
TBD								
Personnel & Benefits								
30-567-1050 - HEALTH, DENTAL & LIFE INS.	$0	$0	–	–	–	–	–	–
PERSONNEL & BENEFITS TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
TBD TOTAL	**$0**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Water Plant Three								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$252	–	$252
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$4,570	–	$4,570
1030 - TMRS	–	–	$0	–	$0	$5,670	–	$5,670

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$17,379	–	$17,379
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$654	–	$654
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$1,784	$1,784
1100 - BASE SALARIES	–	–	$0	–	$0	$58,640	–	$58,640
1145 - LONGEVITY	–	–	$0	–	$0	$484	–	$484
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$405	–	$405
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$180	–	$180
1149 - IN LIEU OF	–	–	$0	–	$0	$35	–	$35
30-569-1000 - ACCRUED SALARY - AUDITOR ADJ	$1,160	-$516	–	–	–	–	–	–
30-569-1010 - STATE UNEMPLOYMENT TAX	$9	$9	$252	$117	$252	–	–	$0
30-569-1020 - SOCIAL SECURITY / MEDICARE	$4,295	$4,686	$4,918	$4,045	$4,918	–	–	$0
30-569-1030 - TMRS	$4,754	$5,257	$5,837	$4,851	$5,837	–	–	$0
30-569-1050 - HEALTH, DENTAL & LIFE INS.	$14,868	$16,591	$17,379	$15,840	$17,379	–	–	$0
30-569-1060 - HEALTH REIMBURSEMENT ACCOUNT	$664	$663	$654	$554	$654	–	–	$0
30-569-1070 - WORKERS COMPENSATION	$1,307	$887	$976	$1,622	$976	–	–	$0
30-569-1145 - LONGEVITY PAY	$415	$450	$450	$450	$450	–	–	$0
30-569-1146 - REWARDS PROGRAM	$405	$405	$405	$405	$405	–	–	$0
30-569-1147 - WORK BOOT ALLOWANCE	$180	$180	$180	$180	$180	–	–	$0
30-569-1149 - IN LIEU OF	$35	$35	$69	$35	$69	–	–	$0
30-569-1274 - OVERTIME	$3,822	$6,655	$6,500	$4,189	$6,500	–	$6,500	$6,500
30-569-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-569-1560 - PLANT OPERATOR	$52,681	$55,438	$55,848	$46,965	$55,848	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-569-1591 - STANDBY TIME	$900	$600	$900	$525	$900	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$85,494**	**$91,339**	**$94,368**	**$79,777**	**$94,368**	**$88,269**	**$8,284**	**$96,554**
Operation & Maintenance								
30-569-4000 - LIABILITY & PROPERTY INS	$7,949	$6,796	$9,618	$9,753	$19,505	$9,618	$1,110	$10,728
30-569-4110 - UNIFORMS	$2,349	$624	$500	$269	$500	$500	–	$500
30-569-4200 - TRAVEL	$325	$417	$350	–	$200	$350	–	$350
30-569-4300 - TRAINING/EDUCATION	$575	$931	$1,500	$50	$1,000	$1,500	-$500	$1,000
30-569-4400 - DUES & SUBSCRIPTIONS	$1,250	$5,232	$6,000	$4,649	$6,000	$6,000	–	$6,000
30-569-4600 - TELEPHONE/INTERNET	$637	$852	$750	$491	$705	$750	–	$750
30-569-4650 - ELECTRICITY	$86,074	$81,356	$90,000	$73,375	$115,500	$90,000	$10,000	$100,000
30-569-4700 - MAINTENANCE & REPAIRS	$17,080	$28,303	$50,000	$541,046	$569,236	$50,000	$5,000	$55,000
30-569-4715 - UNANTICIPATED MAINT/REPAIRS	$10,314	$7,026	–	–	–	–	–	–
30-569-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$1,392	$674	$1,200	$606	$1,200	$1,200	–	$1,200
30-569-4730 - VEHICLE SAFETY EQUIPMENT	$0	$0	–	–	–	–	–	–
30-569-4825 - INFORMATION TECHNOLOGY	$0	–	$1,500	–	$500	$1,500	–	$1,500
OPERATION & MAINTENANCE TOTAL	**$127,944**	**$132,212**	**$161,418**	**$630,239**	**$714,346**	**$161,418**	**$15,610**	**$177,028**
Supplies								
30-569-5300 - SUPPLIES	$3,962	$8,187	$3,000	$4,772	$5,500	$3,000	$2,000	$5,000
30-569-5305 - SMALL TOOLS	–	$50	$200	$1,876	$1,170	$200	$800	$1,000
30-569-5400 - FUEL & LUBRICANTS	$5,848	$2,589	$2,600	$1,990	$2,940	$2,600	$400	$3,000
30-569-5430 - CHEMICALS	$41,948	$58,713	$65,000	$33,886	$50,000	$65,000	–	$65,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-569-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$51,758**	**$69,539**	**$70,800**	**$42,524**	**$59,610**	**$70,800**	**$3,200**	**$74,000**
Services								
30-569-6125 - TESTING SERVICES	$10,157	$6,769	$10,000	$7,125	$10,556	$10,000	$1,000	$11,000
30-569-6135 - CONTRACTUAL SERVICES	$21,038	$30,495	$27,500	$31,955	$67,500	$27,500	$4,500	$32,000
30-569-6425 - LCRA RESERVATION FEE	–	–	$175,000	$58,125	$75,000	$175,000	–	$175,000
30-569-6430 - BULK WATER	$153,783	$161,875	$85,000	$97,993	$169,000	$85,000	$35,000	$120,000
30-569-6500 - MISCELLANEOUS SERVICES	–	–	$10,000	–	$5,000	$10,000	-$5,000	$5,000
30-569-6540 - MAINTENANCE AGREEMENTS	$0	–	$300	–	$300	$300	–	$300
30-569-6600 - DISPOSAL SERVICE	$0	–	$5,000	–	$5,000	$5,000	–	$5,000
SERVICES TOTAL	**$184,979**	**$199,139**	**$312,800**	**$195,198**	**$332,356**	**$312,800**	**$35,500**	**$348,300**
Assets								
30-569-9720 - MACHINERY & EQUIPMENT	–	–	$25,000	–	$25,000	$25,000	$79,000	$104,000
30-569-9750 - WTP EXPANSION	$0	$0	$65,000	$83,968	$80,000	$65,000	-$65,000	$0
ASSETS TOTAL	**$0**	**$0**	**$90,000**	**$83,968**	**$105,000**	**$90,000**	**$14,000**	**$104,000**
WATER PLANT THREE TOTAL	**$450,176**	**$492,229**	**$729,386**	**$1,031,705**	**$1,305,680**	**$723,287**	**$76,594**	**$799,881**
Sewer Services								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$2,016	–	$2,016
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$31,040	–	$31,040
1030 - TMRS	–	–	$0	–	$0	$38,506	–	$38,506
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$112,689	–	$112,689
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$5,232	–	$5,232

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$9,117	$9,117
1100 - BASE SALARIES	–	–	$0	–	$0	$397,073	–	$397,073
1145 - LONGEVITY	–	–	$0	–	$0	$2,526	-$90	$2,436
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$3,239	–	$3,239
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$1,440	–	$1,440
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$1,200	–	$1,200
1149 - IN LIEU OF	–	–	$0	–	$0	$277	–	$277
30-570-1000 - ACCRUED SALARY (AUDITOR ADJ)	$10,435	-$7,125	–	–	–	–	–	–
30-570-1010 - STATE UNEMPLOYMENT TAX	$36	$27	$2,016	$717	$2,016	–	–	$0
30-570-1020 - SOCIAL SECURITY / MEDICARE	$13,966	$13,824	$29,342	$20,506	$29,342	–	–	$0
30-570-1030 - TMRS	$15,089	$15,150	$34,677	$23,945	$34,677	–	–	$0
30-570-1050 - HEALTH, DENTAL & LIFE INS.	$48,373	$43,255	$112,689	$66,932	$112,689	–	–	$0
30-570-1060 - HEALTH REIMBURSEMENT ACCOUNT	$2,655	$2,430	$5,232	$3,378	$5,232	–	–	$0
30-570-1070 - WORKERS COMPENSATION	$4,167	$2,902	$3,192	$8,288	$3,192	–	–	$0
30-570-1145 - LONGEVITY PAY	$1,869	$1,938	$2,595	$2,318	$2,595	–	–	$0
30-570-1146 - REWARDS PROGRAM	$1,620	$1,620	$3,239	$2,025	$3,239	–	–	$0
30-570-1147 - WORK BOOT ALLOWANCE	$720	$720	$1,440	$1,260	$1,440	–	–	$0
30-570-1148 - CELL PHONE STIPEND	$1,200	$1,200	$1,200	$1,016	$1,200	–	–	$0
30-570-1149 - IN LIEU OF	$138	$138	$554	$242	$554	–	–	$0
30-570-1274 - OVERTIME	$7,084	$5,718	$8,000	$8,323	$8,000	–	$8,000	$8,000
30-570-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-570-1540 - SUPERINTENDENT	–	–	$62,400	$50,400	$62,400	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-570-1561 - CREW LEADER	$49,787	$71,671	$45,760	$44,135	$45,760	–	–	$0
30-570-1570 - MAINTENANCE PERSONNEL	$122,335	$100,431	$258,024	$149,358	$258,024	–	–	$0
30-570-1591 - STANDBY TIME	$750	$375	$900	$675	$900	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$280,225**	**$254,273**	**$571,260**	**$383,516**	**$571,260**	**$595,238**	**$17,027**	**$612,265**
Operation & Maintenance								
30-570-4000 - LIABILITY & PROPERTY INS	$7,906	$2,268	$9,566	$9,795	$14,566	$9,566	$1,209	$10,775
30-570-4110 - UNIFORMS	$6,080	$5,047	$11,000	$415	$11,000	$11,000	$1,000	$12,000
30-570-4200 - TRAVEL	$1,433	–	$2,000	$730	$1,500	$2,000	–	$2,000
30-570-4300 - TRAINING/EDUCATION	$5,141	$2,500	$6,000	$2,876	$5,000	$6,000	–	$6,000
30-570-4570 - RENTAL/LEASE EXPENSE	–	$5,501	–	$6,463	–	–	–	–
30-570-4600 - TELEPHONE/INTERNET	$0	$144	–	$283	–	–	–	–
30-570-4650 - ELECTRICITY	$2,275	$2,274	$4,500	$1,653	$2,500	$4,500	–	$4,500
30-570-4700 - MAINTENANCE & REPAIRS	$38,462	$57,943	$70,000	$47,422	$60,000	$70,000	–	$70,000
30-570-4715 - UNANTICIPATED MAINT/REPAIRS	$26,009	$0	–	–	–	–	–	–
30-570-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$28,830	$28,732	$40,000	$56,657	$55,000	$40,000	$10,000	$50,000
30-570-4730 - VEHICLE SAFETY EQUIPMENT	$2,948	–	$1,500	$1,271	$1,500	$1,500	–	$1,500
30-570-4750 - MISCELLANEOUS EXPENSE	$442	$209	$500	$220	$500	$500	–	$500
30-570-4758 - SEWER EXTENSION EXPENSE	$595,611	$211,981	$400,000	$110,538	$200,000	$400,000	–	$400,000
30-570-4759 - REBATE ON SEWER EXTENSION	–	–	–	$12,705	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-570-4761 - SEWER SYSTEM IMPROVEMENTS	$2,498	$44,897	$40,000	–	$10,000	$40,000	–	$40,000
OPERATION & MAINTENANCE TOTAL	**$717,636**	**$361,495**	**$585,066**	**$251,028**	**$361,566**	**$585,066**	**$12,209**	**$597,275**
Supplies								
30-570-5300 - SUPPLIES	$3,908	$2,255	$3,000	$1,289	$3,000	$3,000	–	$3,000
30-570-5305 - SMALL TOOLS	$2,476	$3,177	$4,000	$3,924	$4,000	$4,000	–	$4,000
30-570-5400 - FUEL & LUBRICANTS	$24,989	$17,716	$30,000	$14,315	$29,000	$30,000	–	$30,000
30-570-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$31,372**	**$23,149**	**$37,000**	**$19,528**	**$36,000**	**$37,000**	**–**	**$37,000**
Services								
30-570-6135 - CONTRACTUAL SERVICES	$10,783	$7,008	$7,000	$2,557	$5,000	$7,000	–	$7,000
30-570-6500 - MISCELLANEOUS SERVICES	$0	$8	$100	–	$100	$100	–	$100
30-570-6540 - MAINTENANCE AGREEMENTS	$0	–	$1,600	$421	$1,000	$1,600	–	$1,600
30-570-6545 - REFUND SEWER TAP FEE	–	$0	–	–	–	–	–	–
SERVICES TOTAL	**$10,783**	**$7,017**	**$8,700**	**$2,978**	**$6,100**	**$8,700**	**–**	**$8,700**
Assets								
30-1707 - Description pending	$0	$0	–	–	–	–	–	–
30-570-9720 - MACHINERY & EQUIPMENT	$1	$0	$14,176	$14,176	$0	$14,176	$106,500	$120,676
ASSETS TOTAL	**$1**	**$0**	**$14,176**	**$14,176**	**$0**	**$14,176**	**$106,500**	**$120,676**
SEWER SERVICES TOTAL	**$1,040,017**	**$645,934**	**$1,216,202**	**$671,225**	**$974,926**	**$1,240,180**	**$135,735**	**$1,375,915**
Sewer Plant								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$756	–	$756
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$15,012	–	$15,012

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1030 - TMRS	–	–	$0	–	$0	$18,623	–	$18,623
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$50,011	–	$50,011
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,962	–	$1,962
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$3,134	$3,134
1100 - BASE SALARIES	–	–	$0	–	$0	$193,859	–	$193,859
1145 - LONGEVITY	–	–	$0	–	$0	$519	$40	$559
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,215	–	$1,215
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$540	–	$540
1149 - IN LIEU OF	–	–	$0	–	$0	$104	–	$104
30-575-1000 - ACCRUED SALARY (AUDITOR ADJ)	$4,240	-$286	–	–	–	–	–	–
30-575-1010 - STATE UNEMPLOYMENT TAX	$18	$18	$756	$331	$756	–	–	$0
30-575-1020 - SOCIAL SECURITY / MEDICARE	$9,955	$12,725	$14,705	$9,495	$14,705	–	–	$0
30-575-1030 - TMRS	$11,102	$14,423	$17,454	$11,516	$17,454	–	–	$0
30-575-1050 - HEALTH, DENTAL & LIFE INS.	$28,560	$32,485	$48,045	$33,115	$48,045	–	–	$0
30-575-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,328	$1,547	$1,962	$1,329	$1,962	–	–	$0
30-575-1070 - WORKERS COMPENSATION	$3,003	$2,852	$3,137	$2,849	$3,137	–	–	$0
30-575-1145 - LONGEVITY PAY	$519	$588	$727	$727	$727	–	–	$0
30-575-1146 - REWARDS PROGRAM	$810	$810	$1,215	$1,215	$1,215	–	–	$0
30-575-1147 - WORK BOOT ALLOWANCE	$180	$360	$540	$540	$540	–	–	$0
30-575-1148 - CELL PHONE STIPEND	–	$69	–	$508	–	–	–	–
30-575-1149 - IN LIEU OF	$69	$69	$208	$104	$208	–	–	$0
30-575-1274 - OVERTIME	$6,669	$21,064	$6,000	$14,037	$6,000	–	$15,000	$15,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-575-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-575-1555 - PLANT SUPERINTENDENT	$81,932	$83,856	$87,387	$27,076	$87,387	–	–	$0
30-575-1560 - PLANT OPERATOR	$45,618	$67,008	$95,160	$81,585	$95,160	–	–	$0
30-575-1591 - STANDBY TIME	$675	$975	$1,200	$1,275	$1,200	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$194,677**	**$238,563**	**$278,496**	**$185,700**	**$278,496**	**$282,600**	**$18,174**	**$300,774**
Operation & Maintenance								
30-575-4000 - LIABILITY & PROPERTY INS	$4,322	$3,885	$5,230	$7,688	$15,374	$5,230	$3,227	$8,457
30-575-4110 - UNIFORMS	$2,374	$2,560	$3,000	$396	$654	$3,000	-$1,000	$2,000
30-575-4200 - TRAVEL	$60	$923	$1,200	$1,192	$1,200	$1,200	–	$1,200
30-575-4300 - TRAINING/EDUCATION	$3,327	$1,723	$3,500	$2,901	$3,000	$3,500	-$500	$3,000
30-575-4400 - DUES & SUBSCRIPTIONS	$640	$200	$1,000	–	$500	$1,000	–	$1,000
30-575-4600 - TELEPHONE/INTERNET	$629	$834	$1,000	$291	$502	$1,000	-$100	$900
30-575-4650 - ELECTRICITY	$70,379	$64,486	$73,000	$54,596	$75,670	$73,000	$7,000	$80,000
30-575-4700 - MAINTENANCE & REPAIRS	$14,378	$18,544	$50,000	$54,230	$95,000	$50,000	$70,000	$120,000
30-575-4715 - UNANTICIPATED MAINT/REPAIRS	$17,762	$11,900	–	$6,663	–	–	–	–
30-575-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$92	$204	$1,000	$4,564	$774	$1,000	$200	$1,200
30-575-4825 - IT EXPENSE	$0	$892	$1,500	–	$500	$1,500	–	$1,500
OPERATION & MAINTENANCE TOTAL	**$113,964**	**$106,151**	**$140,430**	**$132,519**	**$193,174**	**$140,430**	**$78,827**	**$219,257**
Supplies								
30-575-5300 - SUPPLIES	$2,427	$5,293	$4,000	$8,211	$8,500	$4,000	$8,000	$12,000
30-575-5305 - SMALL TOOLS	–	–	–	$1,291	–	–	–	–

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-575-5400 - FUEL & LUBRICANTS	$3,906	$3,788	$2,500	$5,296	$8,562	$2,500	$5,000	$7,500
30-575-5430 - CHEMICALS	$33,808	$29,542	$40,000	$22,810	$34,878	$40,000	–	$40,000
30-575-5500 - COVID 19 EXPENSES	$0	$0	–	–	–	–	–	–
30-575-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$40,141**	**$38,623**	**$46,500**	**$37,608**	**$51,940**	**$46,500**	**$13,000**	**$59,500**
Services								
30-575-6125 - TESTING SERVICES	$9,635	$12,845	$12,000	$9,252	$9,038	$12,000	$500	$12,500
30-575-6135 - CONTRACTUAL SERVICES	$6,528	$5,596	$5,000	$4,190	$5,500	$5,000	$1,000	$6,000
30-575-6500 - MISCELLANEOUS SERVICES	–	$135	$2,500	$1,459	$2,500	$2,500	–	$2,500
30-575-6540 - MAINTENANCE AGREEMENTS	$0	–	$250	–	$0	$250	–	$250
30-575-6600 - DISPOSAL SERVICE	$57,056	$89,838	$70,000	$94,194	$136,352	$70,000	$80,000	$150,000
SERVICES TOTAL	**$73,219**	**$108,414**	**$89,750**	**$109,094**	**$153,390**	**$89,750**	**$81,500**	**$171,250**
Assets								
30-575-9720 - MACHINERY & EQUIPMENT	$0	$0	$0	–	$0	–	$22,000	$22,000
ASSETS TOTAL	**$0**	**$0**	**$0**	**–**	**$0**	**–**	**$22,000**	**$22,000**
SEWER PLANT TOTAL	**$422,000**	**$491,751**	**$555,176**	**$464,921**	**$677,000**	**$559,280**	**$213,500**	**$772,781**
Effluent Disposal								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$756	–	$756
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$11,244	–	$11,244
1030 - TMRS	–	–	$0	–	$0	$13,949	–	$13,949
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$42,239	–	$42,239
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$1,962	–	$1,962
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$2,981	$2,981

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1100 - BASE SALARIES	–	–	$0	–	$0	$144,362	–	$144,362
1145 - LONGEVITY	–	–	$0	–	$0	$761	–	$761
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$1,215	-$405	$810
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$540	-$180	$360
1149 - IN LIEU OF	–	–	$0	–	$0	$104	-$69	$35
30-577-1000 - ACCRUED SALARY (AUDITOR ADJ)	$3,289	-$3,467	–	–	–	–	–	–
30-577-1010 - STATE UNEMPLOYMENT TAX	$27	$27	$756	$234	$756	–	–	$0
30-577-1020 - SOCIAL SECURITY / MEDICARE	$9,407	$10,974	$11,375	$7,321	$11,375	–	–	$0
30-577-1030 - TMRS	$10,126	$11,845	$13,501	$8,515	$13,501	–	–	$0
30-577-1050 - HEALTH, DENTAL & LIFE INS.	$33,798	$20,734	$42,239	$19,793	$42,239	–	–	$0
30-577-1060 - HEALTH REIMBURSEMENT ACCOUNT	$1,826	$1,762	$1,962	$1,107	$1,962	–	–	$0
30-577-1070 - WORKERS COMPENSATION	$618	$2,046	$2,250	$2,710	$2,250	–	–	$0
30-577-1145 - LONGEVITY PAY	$484	$796	$692	$657	$692	–	–	$0
30-577-1146 - REWARDS PROGRAM	$810	$1,215	$1,215	$810	$1,215	–	–	$0
30-577-1147 - WORK BOOT ALLOWANCE	$540	$540	$540	$360	$540	–	–	$0
30-577-1148 - CELL PHONE STIPEND	$600	$392	$600	–	$600	–	–	$0
30-577-1149 - IN LIEU OF	$104	$104	$208	$69	$208	–	–	$0
30-577-1274 - OVERTIME	$8,307	$18,886	$8,000	$6,475	$8,000	–	$8,000	$8,000
30-577-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-577-1560 - EFFLUENT IRRIGATION OPERATOR	$42,997	$52,031	$52,312	$44,176	$52,312	–	–	$0
30-577-1570 - EFFLUENT LABORER	$68,947	$68,053	$84,136	$39,313	$84,136	–	–	$0
30-577-1591 - STANDBY TIME	$1,725	$1,650	$1,200	$825	$1,200	–	–	$0

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
PERSONNEL & BENEFITS TOTAL	**$183,606**	**$187,588**	**$220,986**	**$132,366**	**$220,986**	**$217,131**	**$10,327**	**$227,458**
Operation & Maintenance								
30-577-4000 - LIABILITY & PROPERTY INS	$2,953	$673	$3,574	$3,124	$6,246	$3,574	-$138	$3,436
30-577-4110 - UNIFORMS	$456	$1,909	$800	$218	$436	$800	-$300	$500
30-577-4200 - TRAVEL	$0	$392	$500	–	$0	$500	-$250	$250
30-577-4300 - TRAINING/EDUCATION	$0	$1,381	$800	$1,114	$1,800	$800	$1,200	$2,000
30-577-4570 - RENTAL/LEASE	–	–	$1,000	–	$0	$1,000	–	$1,000
30-577-4600 - TELEPHONE/INTERNET	$578	$966	$900	$605	$816	$900	–	$900
30-577-4650 - ELECTRICITY	$37,797	$35,411	$38,000	$36,068	$55,548	$38,000	$20,000	$58,000
30-577-4700 - MAINTENANCE & REPAIRS	$19,965	$10,320	$85,000	$15,699	$60,000	$85,000	-$5,000	$80,000
30-577-4705 - IRRIGATION MAINT. & REPAIRS	$100	$0	–	–	–	–	–	–
30-577-4715 - UNANTICIPATED MAINT/REPAIRS	$2,415	$0	–	–	–	–	–	–
30-577-4725 - EQUIP/VEHICLE MAINT/REPAIRS	$1,632	$2,962	$3,000	$1,652	$3,092	$3,000	–	$3,000
30-577-4730 - VEHICLE SAFETY EQUIPMENT	$3,564	–	$500	$503	$0	$500	-$500	$0
30-577-4750 - MISCELLANEOUS EXPENSE	$278	$83	$500	$21	$40	$500	-$250	$250
OPERATION & MAINTENANCE TOTAL	**$69,739**	**$54,097**	**$134,574**	**$59,004**	**$127,978**	**$134,574**	**$14,762**	**$149,336**
Supplies								
30-577-5300 - SUPPLIES	$7,937	$1,459	$5,000	$972	$1,124	$5,000	-$1,500	$3,500
30-577-5305 - SMALL TOOLS	$0	$85	$300	$298	$260	$300	–	$300
30-577-5400 - FUEL & LUBRICANTS	$8,230	$7,253	$8,500	$4,528	$7,100	$8,500	-$1,300	$7,200
30-577-5430 - CHEMICALS	$7,095	$1,491	$5,000	$3,177	$5,874	$5,000	$1,200	$6,200

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-577-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$23,262**	**$10,288**	**$18,800**	**$8,976**	**$14,358**	**$18,800**	**-$1,600**	**$17,200**
Services								
30-577-6125 - TESTING SERVICES	$599	–	$4,000	$352	$0	$4,000	-$2,000	$2,000
30-577-6135 - CONTRACTUAL SERVICES	$2,640	$1,973	$5,000	$524	$1,046	$5,000	–	$5,000
30-577-6430 - BULK WATER	$0	$0	–	–	–	–	–	–
30-577-6500 - MISCELLANEOUS SERVICES	–	–	$12,000	$276	$12,000	$12,000	-$12,000	$0
SERVICES TOTAL	**$3,239**	**$1,973**	**$21,000**	**$1,151**	**$13,046**	**$21,000**	**-$14,000**	**$7,000**
Assets								
30-577-9750 - EFFLUENT POND REHABILITATION	–	–	$0	$192,020	$0	–	–	$0
30-577-9720 - MACHINERY & EQUIPMENT	$0	$0	$0	–	$0	–	$51,000	$51,000
ASSETS TOTAL	**$0**	**$0**	**$0**	**$192,020**	**$0**	**–**	**$51,000**	**$51,000**
EFFLUENT DISPOSAL TOTAL	**$279,846**	**$253,945**	**$395,360**	**$393,517**	**$376,368**	**$391,505**	**$60,489**	**$451,994**
Booster Pump Stations								
Personnel & Benefits								
1010 - STATE UNEMPLOYMENT TAX	–	–	$0	–	$0	$252	–	$252
1020 - SOCIAL SECURITY / MEDICARE	–	–	$0	–	$0	$3,255	–	$3,255
1030 - TMRS	–	–	$0	–	$0	$4,038	–	$4,038
1050 - HEALTH INSURANCE	–	–	$0	–	$0	$10,662	–	$10,662
1060 - HEALTH REIMBURSEMENT ACCOUNT	–	–	$0	–	$0	$654	–	$654
1070 - WORKERS COMPENSATION	–	–	$0	–	$0	–	$676	$676
1100 - BASE SALARIES	–	–	$0	–	$0	$41,496	–	$41,496
1145 - LONGEVITY	–	–	$0	–	$0	$138	$69	$207
1146 - REWARDS PROGRAM	–	–	$0	–	$0	$405	–	$405

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
1147 - UNIFORM/BOOT ALLOWANCE	–	–	$0	–	$0	$180	–	$180
1148 - CELL PHONE STIPEND	–	–	$0	–	$0	$300	$150	$450
1149 - IN LIEU OF	–	–	$0	–	$0	$35	$34	$69
30-582-1000 - ACCRUED SALARY (AUDITOR ADJ)	-$37	$603	–	–	–	–	–	–
30-582-1010 - STATE UNEMPLOYMENT TAX	$9	$9	$126	$117	$126	–	–	$0
30-582-1020 - SOCIAL SECURITY / MEDICARE	$1,615	$1,364	$1,708	$1,475	$1,708	–	–	$0
30-582-1030 - TMRS	$1,723	$1,474	$2,027	$1,781	$2,027	–	–	$0
30-582-1050 - HEALTH, DENTAL & LIFE INS	$5,243	$5,444	$5,415	$7,952	$5,415	–	–	$0
30-582-1060 - HEALTH REIMBURSEMENT ACCOUNT	$357	$331	$327	$277	$327	–	–	$0
30-582-1070 - WORKERS COMPENSATION	$221	$349	$349	$614	$349	–	–	$0
30-582-1145 - LONGEVITY	$69	$52	$121	$121	$121	–	–	$0
30-582-1146 - REWARDS PROGRAM	$202	$202	$202	$202	$202	–	–	$0
30-582-1147 - WORK BOOT ALLOWANCE	$90	$180	$90	$90	$90	–	–	$0
30-582-1148 - CELL PHONE STIPEND	$415	$369	$300	–	$300	–	–	$0
30-582-1149 - IN LIEU OF	$17	$17	$35	$17	$35	–	–	$0
30-582-1274 - OVERTIME	$1,160	$1,573	$1,400	$1,817	$1,400	–	$4,000	$4,000
30-582-1500 - PAY PLAN INCREASES	$0	–	–	–	–	–	–	–
30-582-1560 - PLANT OPERATOR	$18,908	$15,357	$19,760	$16,701	$19,760	–	–	$0
30-582-1591 - STANDBY TIME	$225	$113	$450	$300	$450	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$30,217**	**$27,437**	**$32,310**	**$31,465**	**$32,310**	**$61,415**	**$4,929**	**$66,344**
Operation & Maintenance								

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-582-4000 - LIABILITY & PROPERTY INS	$6,591	$5,152	$7,975	$923	$2,200	$7,975	-$6,959	$1,016
30-582-4110 - UNIFORMS	$66	$393	$500	$55	$750	$500	–	$500
30-582-4200 - TRAVEL	$0	–	$200	–	$0	$200	-$100	$100
30-582-4300 - TRAINING/EDUCATION	$520	–	$800	$50	$250	$800	-$300	$500
30-582-4600 - TELEPHONE/INTERNET	$0	$108	–	$283	–	–	–	–
30-582-4650 - ELECTRICITY	$34,472	$32,970	$35,000	$26,952	$43,000	$35,000	$10,000	$45,000
30-582-4700 - MAINTENANCE & REPAIRS	$20,058	$3,802	$35,000	$13,583	$30,000	$35,000	–	$35,000
30-582-4715 - UNANTICIPATED MAINT/REPAIRS	$9,983	$660	–	–	–	–	–	–
30-582-4725 - VEHICLE MAINTENENCE/REPAIRS	$45	$119	$500	$45	$500	$500	–	$500
30-582-4730 - VEHICLE SAFETY EQUIPMENT	$0	–	–	–	–	–	–	–
30-582-4750 - MISCELLANEOUS EXPENSE	$105	$133	$1,000	–	$500	$1,000	–	$1,000
OPERATION & MAINTENANCE TOTAL	**$71,840**	**$43,337**	**$80,975**	**$41,892**	**$77,200**	**$80,975**	**$2,641**	**$83,616**
Supplies								
30-582-5300 - SUPPLIES	$553	$171	$500	$184	$500	$500	–	$500
30-582-5305 - SMALL TOOLS	$0	$0	$150	–	$150	$150	–	$150
30-582-5400 - FUEL & LUBRICANTS	$3,713	$508	$3,000	$790	$1,500	$3,000	-$1,000	$2,000
30-582-5430 - CHEMICALS	$430	$258	$1,000	$332	$200	$1,000	-$500	$500
30-582-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$4,696**	**$936**	**$4,650**	**$1,306**	**$2,350**	**$4,650**	**-$1,500**	**$3,150**
Services								
30-582-6135 - CONTRACTUAL SERVICES	$2,950	$2,445	$3,500	–	$1,500	$3,500	-$500	$3,000

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	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-582-6500 - MISCELLANEOUS SERVICES	$0	–	$14,200	$13,310	$14,200	$14,200	-$10,200	$4,000
SERVICES TOTAL	**$2,950**	**$2,445**	**$17,700**	**$13,310**	**$15,700**	**$17,700**	**-$10,700**	**$7,000**
Assets								
30-582-9720 - MACHINERY & EQUIPMENT	–	–	$30,000	–	$30,000	$30,000	-$30,000	$0
30-582-9760 - VEHICLES	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$0**	**$0**	**$30,000**	**–**	**$30,000**	**$30,000**	**-$30,000**	**$0**
BOOSTER PUMP STATIONS TOTAL	**$109,704**	**$74,156**	**$165,635**	**$87,973**	**$157,560**	**$194,740**	**-$34,631**	**$160,110**
Lift Station								
Personnel & Benefits								
30-584-1000 - ACCRUED SALARY (AUDITOR ADJ)	$812	-$812	–	–	–	–	–	–
30-584-1010 - STATE UNEMPLOYMENT TAX	$0	–	$126	–	$126	–	–	$0
30-584-1020 - SOCIAL SECURITY / MEDICARE	$1,574	$1,323	$1,708	$1,475	$1,708	–	–	$0
30-584-1030 - TMRS	$1,680	$1,429	$2,027	$1,781	$2,027	–	–	$0
30-584-1050 - HEALTH, DENTAL & LIFE INS	$5,243	$5,444	$5,415	$7,851	$5,415	–	–	$0
30-584-1060 - HEALTH REIMBURSEMENT ACCOUNT	$307	$331	$327	$277	$327	–	–	$0
30-584-1070 - WORKERS COMPENSATION	$221	$349	$349	$614	$349	–	–	$0
30-584-1145 - LONGEVITY	$0	$52	$121	$121	$121	–	–	$0
30-584-1146 - REWARDS PROGRAM	$202	$202	$202	$202	$202	–	–	$0
30-584-1147 - WORK BOOT ALLOWANCE	$90	–	$90	$90	$90	–	–	$0
30-584-1148 - CELL PHONE STIPEND	$115	–	$300	–	$300	–	–	$0
30-584-1149 - IN LIEU OF	$17	$17	$35	$17	$35	–	–	$0

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-584-1274 - OVERTIME	$1,160	$1,573	$1,400	$1,817	$1,400	–	–	$0
30-584-1500 - PAY PLAN INCREASE	$0	–	–	–	–	–	–	–
30-584-1560 - PLANT OPERATOR	$18,908	$15,357	$19,760	$16,701	$19,760	–	–	$0
30-584-1591 - STANDBY TIME	$225	$113	$450	$300	$450	–	–	$0
PERSONNEL & BENEFITS TOTAL	**$30,554**	**$25,378**	**$32,310**	**$31,247**	**$32,310**	**–**	**–**	**$0**
Operation & Maintenance								
30-584-4000 - LIABILITY & PROPERTY INS	$1,398	$618	$1,692	$2,765	$5,500	$1,692	$1,349	$3,041
30-584-4110 - UNIFORMS	$86	$378	$1,000	$55	$500	$1,000	-$500	$500
30-584-4200 - TRAVEL	$0	–	$500	–	$0	$500	-$400	$100
30-584-4300 - TRAINING/EDUCATION	$0	–	$1,000	$599	$950	$1,000	-$500	$500
30-584-4600 - TELEPHONE/INTERNET	$289	$300	$325	$283	$408	$325	$75	$400
30-584-4650 - ELECTRICITY	$30,016	$29,585	$34,000	$27,876	$45,000	$34,000	$13,000	$47,000
30-584-4700 - MAINTENANCE & REPAIRS	$94,218	$142,278	$120,000	$96,307	$140,000	$120,000	$30,000	$150,000
30-584-4715 - UNANTICIPATED MAINT/REPAIRS	$68,663	$7,287	–	–	–	–	–	–
30-584-4725 - VEHICLE MAINTENANCE/REPAIRS	$560	$546	$1,200	$1,935	$1,500	$1,200	$300	$1,500
30-584-4730 - VEHICLE SAFETY EQUIPMENT	$0	$0	–	–	–	–	–	–
30-584-4750 - MISCELLANEOUS EXPENSE	$33	$28	$350	$55	$100	$350	-$100	$250
OPERATION & MAINTENANCE TOTAL	**$195,263**	**$181,019**	**$160,067**	**$129,873**	**$193,958**	**$160,067**	**$43,224**	**$203,291**
Supplies								
30-584-5300 - SUPPLIES	$792	$882	$1,500	$857	$500	$1,500	–	$1,500
30-584-5305 - SMALL TOOLS	$33	$538	$750	$884	$700	$750	–	$750
30-584-5400 - FUEL & LUBRICANTS	$6,264	$508	$3,000	$790	$1,500	$3,000	–	$3,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
30-584-5430 - CHEMICALS	$15,689	$17,883	$20,000	$1,214	$3,500	$20,000	-$5,000	$15,000
30-584-5700 - WINTER STORMS	$0	$0	–	–	–	–	–	–
SUPPLIES TOTAL	**$22,778**	**$19,810**	**$25,250**	**$3,745**	**$6,200**	**$25,250**	**-$5,000**	**$20,250**
Services								
30-584-6135 - CONTRACTUAL SERVICES	$68,896	$9,335	$30,000	$4,531	$3,500	$30,000	-$15,000	$15,000
30-584-6500 - MISCELLANEOUS SERVICES	$0	$2,588	$8,000	$3,409	$2,000	$8,000	-$4,000	$4,000
SERVICES TOTAL	**$68,896**	**$11,923**	**$38,000**	**$7,940**	**$5,500**	**$38,000**	**-$19,000**	**$19,000**
Assets								
30-584-9000 - LIFT STATION IMPROVEMENTS	–	–	$1,164,400	–	$150,000	$1,164,400	-$164,401	$999,999
30-584-9720 - MACHINERY & EQUIPMENT	$0	$0	$75,000	$46,300	$80,000	$75,000	-$75,000	$0
30-584-9760 - VEHICLES	–	–	$195,000	$189,510	$189,510	$195,000	-$195,000	$0
ASSETS TOTAL	**$0**	**$0**	**$1,434,400**	**$235,810**	**$419,510**	**$1,434,400**	**-$434,401**	**$999,999**
LIFT STATION TOTAL	**$317,491**	**$238,130**	**$1,690,027**	**$408,615**	**$657,478**	**$1,657,717**	**-$415,177**	**$1,242,540**
Debt Service								
Assets								
30-585-8505 - DEPRECIATION	$1,891,876	$0	–	–	–	–	–	–
ASSETS TOTAL	**$1,891,876**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
DEBT SERVICE TOTAL	**$1,891,876**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
Utility Fund Transfer								
Assets								
30-586-9768 - TRANS UTILITY FUND TO CIP	$217,000	$0	–	–	–	–	–	–
ASSETS TOTAL	**$217,000**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
UTILITY FUND TRANSFER TOTAL	**$217,000**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
30 - UTILITIES TOTAL	**$9,823,118**	**$6,700,732**	**$10,846,950**	**$7,812,883**	**$9,748,514**	**$10,860,888**	**$1,767,735**	**$12,628,623**
40 - Capital Improvement Fund								

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
Capital Improvement								
Assets								
40-580-6991 - BOND ISSUANCE COSTS	–	–	–	$285,371	–	–	–	–
40-580-8211 - HOLLOWS WATER QUALITY CONST.	$0	$199,424	–	–	–	–	–	–
40-580-8216 - WATER/SEWER IMPACT FEE STUDY	$35,026	$0	–	–	–	–	–	–
40-580-8228 - WWTP IMPROVEMENTS	$8,500	$0	–	–	–	–	–	–
40-580-8238 - LIFT STATION SCADA IMPROVEMENT	$11,111	$0	–	–	–	–	–	–
40-580-8242 - WATER MASTER PLAN #1 RECOMM	$0	$0	–	–	–	–	–	–
40-580-8243 - LAGO VISTA PARK PROJECT	$282,416	$0	–	–	–	–	–	–
40-580-8247 - TOWN CENTER DEVELOPMENT	$0	$0	–	–	–	–	–	–
40-580-8249 - LOHMAN TANK-PART 2	$0	$0	–	–	–	–	–	–
40-580-8251 - CONTINUING STREET MAINTENANCE	$0	$0	–	–	–	–	–	–
40-580-8257 - LEAK DETECTION SURVEY	$0	$0	–	–	–	–	–	–
40-580-8259 - GOLF COURSE RECONSTRUCTION	$0	$0	–	–	–	–	–	–
40-580-8261 - AIRPORT HANGARS	$0	$0	–	–	–	–	–	–
40-580-8262 - WTP #3 MAINTENANCE BUILDING	$0	$0	–	–	–	–	–	–
40-580-8263 - WTP3 SLUDGE POND/WTR SYSTEM BA	$3,250	$0	–	–	–	–	–	–
40-580-8264 - WTP #3 GENERATOR	$272,894	$90,018	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
40-580-8265 - WASTEWATER SYSTEM MASTER PLAN	$68,572	$107,036	–	$0	–	–	–	–
40-580-8266 - METER SYSTEM AMI INSTALL	$894,638	$0	–	–	–	–	–	–
40-580-8267 - PUBLIC WORKS OPERATIONS	$0	$0	–	–	–	–	–	–
40-580-8268 - WTP EXPANSION	$0	$0	–	–	–	–	–	–
40-580-8269 - WATERLINE: BAR-K TO BRONCO	$0	$0	–	–	–	–	–	–
ASSETS TOTAL	**$1,576,407**	**$396,478**	**–**	**$285,371**	**–**	**–**	**–**	**–**
CAPITAL IMPROVEMENT TOTAL	**$1,576,407**	**$396,478**	**–**	**$285,371**	**–**	**–**	**–**	**–**
40 - CAPITAL IMPROVEMENT FUND TOTAL	**$1,576,407**	**$396,478**	**–**	**$285,371**	**–**	**–**	**–**	**–**
42 - Impact Fee Fund								
Water Impact Revenue								
Operation & Maintenance								
42-560-4765 - REBATE - LVISD WATER TANK	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	–	$80,000
OPERATION & MAINTENANCE TOTAL	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**–**	**$80,000**
Assets								
42-560-5000 - TRANSFER WATER IMPACT FEES/CIP	$1,686,500	$0	–	–	–	–	–	–
42-560-6545 - WTR IMPACT FEE REFUND	$531,663	$0	–	–	–	–	–	–
ASSETS TOTAL	**$2,218,163**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
WATER IMPACT REVENUE TOTAL	**$2,298,163**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**–**	**$80,000**
Sewer Impact Revenue								
Assets								
42-570-5100 - TRANS WASTEWATER IMPACT/CIP	$9,500	$0	–	–	–	–	–	–

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
42-570-6545 - SWR IMPACT FEE REFUND	$568,158	$0	–	–	–	–	–	–
ASSETS TOTAL	**$577,658**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
SEWER IMPACT REVENUE TOTAL	**$577,658**	**$0**	**–**	**–**	**–**	**–**	**–**	**–**
42 - IMPACT FEE FUND TOTAL	**$2,875,820**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**–**	**$80,000**
43 - Parkland Fee Fund								
TBD								
Operation & Maintenance								
43-560-4750 - MISCELLANEOUS EXPENSE	$0	$3,150	–	$1,235	–	–	–	–
OPERATION & MAINTENANCE TOTAL	**$0**	**$3,150**	**–**	**$1,235**	**–**	**–**	**–**	**–**
TBD TOTAL	**$0**	**$3,150**	**–**	**$1,235**	**–**	**–**	**–**	**–**
43 - PARKLAND FEE FUND TOTAL	**$0**	**$3,150**	**–**	**$1,235**	**–**	**–**	**–**	**–**
50 - Debt Service								
Accumulated Interest								
Assets								
50-585-7916 - PREMIUM	–	–	$0	–	$0	–	–	$0
ASSETS TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
ACCUMULATED INTEREST TOTAL	**–**	**–**	**$0**	**–**	**$0**	**–**	**–**	**$0**
Ad Valorem & Other								
Operation & Maintenance								
50-585-4575 - BANK CHARGES	$2,650	$3,000	$8,000	$2,000	$3,000	$8,000	–	$8,000
OPERATION & MAINTENANCE TOTAL	**$2,650**	**$3,000**	**$8,000**	**$2,000**	**$3,000**	**$8,000**	**–**	**$8,000**
Assets								
50-585-9838 - 2024 CO Principal	–	–	$0	–	$0	–	$100,000	$100,000
50-585-9839 - 2024 CO Interest	–	–	$0	–	$0	–	$1,720,763	$1,720,763
50-585-8505 - BOND ISSUE COST	–	–	$0	$9,500	$9,500	–	–	$0
50-585-9814 - 2006 C/O - PRIN	$380,000	$395,000	$415,000	$415,000	$415,000	$415,000	$20,000	$435,000

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	YR END ACTUAL		ADOPTED BUDGET	YTD	FY23-24 YEAR END ESTIMATES	FY24-25 BASE	FY 24-25 SUPPLEMENTAL	2025 BUDGET PRESENTATION
	FY2022	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025
50-585-9815 - 2006 C/O - INT	$97,675	$81,671	$64,944	$36,757	$64,944	$64,944	-$17,552	$47,392
50-585-9816 - 2008 C/O - PRIN	$111,000	$115,000	$119,000	$119,000	$119,000	$119,000	$5,000	$124,000
50-585-9817 - 2008 C/O - INT	$31,560	$27,187	$22,659	$12,481	$22,659	$22,659	-$4,702	$17,957
50-585-9822 - 2011 REFUNDING GO BOND - PRINC	$450,000	$465,000	–	–	–	–	–	–
50-585-9823 - 2011 REFUNDING GO BOND - INT	$20,700	$6,975	–	–	–	–	–	–
50-585-9824 - 2014 CO - PRINCIPAL	$30,000	$30,000	$110,000	$110,000	$110,000	$110,000	–	$110,000
50-585-9825 - 2014 CO - INTEREST	$302,275	$301,375	$299,275	$150,463	$299,275	$299,275	-$3,850	$295,425
50-585-9826 - 2015 GO REFUNDING/2005 - PRINC	$40,000	$40,000	$440,000	$440,000	$440,000	$440,000	$20,000	$460,000
50-585-9827 - 2015 GO REFUNDING/2005 INTERE	$263,800	$262,200	$252,600	$130,700	$252,600	$252,600	-$18,000	$234,600
50-585-9832 - 2016A REFUNDING TAX NOTE-PRINC	$100,000	$105,000	$100,000	$100,000	$100,000	$100,000	–	$100,000
50-585-9833 - 2016A REFUNDING TAX NOTE-INTER	$63,250	$60,175	$57,100	$29,300	$57,100	$57,100	-$3,000	$54,100
50-585-9834 - 2016B REFUNDING TAX NOTE-PRINC	$175,000	$180,000	$195,000	$195,000	$195,000	$195,000	$5,000	$200,000
50-585-9835 - 2016B REFUNDING TAX NOTE-INTER	$122,007	$117,912	$112,956	$57,863	$112,956	$112,956	-$5,659	$107,297
50-585-9836 - 2017 CO-PRINCIPAL	$245,000	$255,000	$260,000	$260,000	$260,000	$260,000	$10,000	$270,000
50-585-9837 - 2017 CO-INTEREST	$244,363	$236,863	$227,838	$116,519	$227,838	$227,838	-$10,600	$217,238
ASSETS TOTAL	**$2,676,629**	**$2,679,357**	**$2,676,372**	**$2,182,582**	**$2,685,872**	**$2,676,372**	**$1,817,400**	**$4,493,772**
AD VALOREM & OTHER TOTAL	**$2,679,279**	**$2,682,357**	**$2,684,372**	**$2,184,582**	**$2,688,872**	**$2,684,372**	**$1,817,400**	**$4,501,772**
50 - DEBT SERVICE TOTAL	**$2,679,279**	**$2,682,357**	**$2,684,372**	**$2,184,582**	**$2,688,872**	**$2,684,372**	**$1,817,400**	**$4,501,772**
EXPENSES TOTAL	**$29,458,378**	**$23,651,416**	**$30,207,985**	**$21,910,329**	**$28,249,601**	**$30,682,268**	**$4,378,684**	**$35,060,951**
Surplus / Deficit	$3,752,311	$7,958,926	$1,538,819	$33,143,407	$31,197,161	$2,225,463	-$1,066,080	$1,159,384

AGENDA ITEM NO. 4

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Hold a Public Hearing on the Proposed Tax Rate.

- City Manager Comments
- Open Public Hearing
- Close Public Hearing

BACKGROUND: A tax rate of $0.4231 per $100 valuation has been proposed by the City Council.

FINDINGS:

PROPOSED TAX RATE $0.4231 PER $100
NO-NEW REVENUE TAX RATE $0.4231 PER $100
VOTER-APPROAL TAX RATE $0.5056 PER $100

The no-new-revenue rate is the tax rate for the 2024 tax year that will raise the same amount of property tax revenue for the City of Lago Vista from the same properties in both the 2023 tax year and the 2024 tax year. The voter-approval tax rate is the highest tax rate that the City of Lago Vista may adopt without holding an election to seek voter approval of the rate. The proposed tax rate is the same as the no-new-revenue tax rate. The proposed tax rate represents an increase of $$0.0092 per $100 or an increase of 2.2222% compared to the 2023 adopted tax rate.

FINANCIAL IMPACT: N/A

AGENDA ITEM NO. 5

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CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Discussion, consideration, and possible action regarding Ordinance No. 24-09-19-02; an Ordinance of the City of Lago Vista, Texas levying Ad Valorem Taxes for use and support of the Municipal Government of the City of Lago Vista for the fiscal year beginning October 1, 2024, and terminating September 30, 2025; providing for apportioning each levy for specific purposes; and providing when taxes shall become due and when same shall become delinquent if not paid.

FINDINGS: In accordance with the Texas Tax Code, the City of Lago Vista will levy an ad valorem tax on all property within the city limits. The proposed tax rate for the 2024-2025 fiscal year is $0.4231. The tax rate is higher than the previous fiscal year adopted tax rate of $0.4139.

For the maintenance and support of the general government (General Fund) $0.2989 each $100.00 valuation of property.

For the interest and sinking fund, $0.1150 on each $100.00 valuation of property.

The tax rate will effectively be increased by 2.2222%. However, it will increase taxes for maintenance and operations (General Fund) on a $100,000 home by approximately $3.90.

Recommendation:
The proposed tax rate of $0.4231 exceeds the no-new-revenue tax rate.

A motion to approve a tax rate that exceeds the no-new-revenue tax rate must be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of (specify tax rate), which is effectively a (insert percentage by which the proposed tax rate exceeds the no-new-revenue tax rate) percent increase in the tax rate."

Approval of at least 60% of Council is required to adopt an ordinance setting a tax rate that exceeds the no-new-revenue tax rate.

Council must separately adopt the Maintenance and Operations tax rate and the debt service (i.e. the interest and sinking fund) tax rate.

To comply with state law, the motion to approve the tax rate previously discussed must be stated as follows:

“I move that the property tax rate be increased by the adoption of a tax rate of $$0.4231 per $100.00 valuation of property, which is effectively a 2.2222% increase in the tax rate, and to approve Ordinance No. 24-09-19-XX as presented in the packet."

FINANCIAL IMPACT: N/A

RECOMMENDATION:

ATTACHMENTS:
Ordinance 24-09-19-02 levying taxes tax rate.pdf

ORDINANCE NO. 24-09-19-02

AN ORDINANCE OF THE CITY OF LAGO VISTA, TEXAS LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND TERMINATING SEPTEMBER 30, 2025; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID.

Whereas, the City Council of the City of Lago Vista, Texas, has approved the municipal budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025;

Whereas, it is necessary that an ordinance be passed levying an ad valorem tax on all property, both real and personal, within the corporate limits of the City of Lago Vista, Texas in accordance with such budget and the Texas Tax Code;

Whereas, the proposed tax rate for the 2024/2025 fiscal year is $0.4231;

Whereas, the proposed tax rate is higher than the tax rate that was adopted for the 2023/2024 fiscal year;

Whereas, the proposed tax rate qualifies as a tax rate increase under state law because the proposed tax rate will increase the total property tax revenue received by the City (assuming all amounts levied are collected and received); such increase is due to an increase in property valuations in 2024 rather than an increase in actual tax rate;

Whereas, the portion of the $0.4231 proposed tax rate allocated for maintenance and operations is $0.3081, and is an increase from last year's maintenance and operations portion of the tax rate (which was $0.2989), and will generate more revenue to fund maintenance and operations this fiscal year due to an increase in property valuations; and

Whereas, the portion of the $0.4231 proposed tax rate allocated towards the interest and sinking is $0.1150 and is a decrease from last year's interest and sinking fund portion of the rate (which was $0.1150) but will generate more revenue to fund debt service this fiscal year.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

Section 1. There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Lago Vista (herein the "City") and to provide an Interest and Sinking fund for the 2024/2025 fiscal year, upon all property, real, personal and mixed, within the corporate limits of said City on January 1, 2023 subject to taxation, a tax of $0.4231 on each $100.00 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

1. For the maintenance and support of the general government (General Fund), $0.3081 each $100.00 valuation of property; and
2. For the interest and sinking fund, $0.1150 on each $100.00 valuation of property.

The following statements are included as required by Section 26.05, Texas Tax Code:

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE MAINTENANCE AND OPERATIONS TAX RATE WILL EFFECTIVELY BE RAISED BY (0.3000%) PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $0.30.

Section 2. That taxes levied under this ordinance shall be due October 1, 2024, and if not paid on or before January 31, 2025 shall immediately become delinquent.

Section 3. All taxes shall become a lien upon the property against which assessed, and the Travis County Tax Appraisal District as the assessor and collector of the City is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and, the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from date of delinquency at the rate as prescribed by state law.

Section 4. That this ordinance shall take effect and be in force from and after its passage.

DULY PASSED AND APPROVED THIS THE 19th DAY OF SEPTEMBER 2024.

ATTEST: **THE CITY OF LAGO VISTA, TEXAS**

_____ _____

Eric De La Cruz, Assistant City Secretary

Kevin Sullivan, Mayor

On a motion by Councilor _____, seconded by Councilor _____, the Council voted _____ (_____) ayes to _____ (_____) nays to approve Ordinance No. 24-09-19-02.

MayorSullivan:	Aye_____; Nay _____; Abstain _____; Absent _____
CouncilmemberSaum:	Aye_____; Nay _____; Abstain _____; Absent _____
Mayor Pro-TemMarion:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Durbin:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Smith:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Roberts:	Aye_____; Nay _____; Abstain _____; Absent _____
Councilmember Prince:	Aye_____; Nay _____; Abstain _____; Absent _____

AGENDA ITEM NO. 6

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Lucy Aldrich, City Secretary

SUBJECT: Consider approval of the August 29, 2024, special meeting minutes.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
Minutes-CC-August-29-2024 DRAFT.pdf

OFFICIAL MINUTES OF THE CITY COUNCIL
SPECIAL MEETING
MONDAY, AUGUST 29, 2024

BE IT REMEMBERED that on the 29th day of August A.D., 2024, the City Council held a special meeting at 5:30 p.m. in City Council Chambers, and via videoconference, there being present and acting the following:

Kevin Sullivan	Mayor	Chelaine Marion	Council Member
Shane Saum	Council Member	Paul Roberts	Council Member
Stephanie Smith	Council Member	Paul Prince	Council Member
Rob Durbin	Council Member		

CALL TO ORDER, CALL OF ROLL

Mayor Sullivan called the meeting to order at 5:30 p.m. and announced that all council members are present.

EXECUTIVE SESSION

At 5:31 p.m., Council convened into a closed Executive Session pursuant to;

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)

B. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)

C. Discussion and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary. (Texas Government Code Sections 551.071 and 551.074)

D. Consultation with Legal Counsel and deliberation regarding consideration of the Ethics Complaint filed against Council Member Roberts. (Texas Government Code Sections 551.071 and 551.074)

E. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)

ACTION ITEMS (action and/or a vote may be taken on the following agenda items):

At 8:02 p.m., Council reconvened from Executive Session into open session to act as deemed appropriate in City Council's discretion regarding:
Mayor Sullivan announced that Executive Session Item D would be next on the agenda.

Councilor Roberts stepped down from the dais.

D. Consultation with Legal Counsel and deliberation regarding consideration of the Ethics Complaint filed against Council Member Roberts. (Texas government Code Sections 551.071 and 551.074)
On a motion by Councilor Smith, seconded by Mayor Pro Tem Marion, City Council voted 3 ayes with Mayor Sullivan, Mayor Pro Tem Marion, and Councilor Smith in favor to 3 nays with Councilor Saum, Councilor Durbin, and Councilor Prince in opposition to move to a final hearing. The motion failed due to a tie vote.
On a motion by Councilor Durbin, seconded by Councilor Smith, City Council voted 5 ayes to 1 nay with Councilor Saum in opposition to direct City Attorney to draft a letter informing Mr. Johnson he has 10 days to re-file an amended complaint as is stated in the Ethics Policy and give him the 10 days' notice to get it in. Motion carried.

Councilor Roberts stepped back up to the dais.

Mayor Sullivan announced that Executive Session Item A would be next on the agenda.

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)
No action was taken.

B. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)
No action was taken.

C. Discussion and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Secretary. (Texas Government Code Sections 551.071 and 551.074)
No action was taken.

E. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)
No action was taken.

PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG
Mayor Sullivan led the Pledge of Allegiance and Pledge to the Texas Flag.

PRELIMINARY HEARING

06:01 – 06:21

1. Hold a preliminary hearing on the Ethics Complaint filed against Council Member Roberts.
   Mayor Sullivan announced that the Complainant is unable to attend the meeting and this hearing will need be rescheduled.
   This item was dismissed due to Councilor Roberts choosing to hold the hearing in executive session.

BUDGET ITEMS

06:45 – 1:17:59

2. Discussion regarding fiscal year 2024-2025 proposed annual budget.
   City Manager Tracie Hlavinka presented the updated budget following the August 15, 2024, City Council meeting. Ms. Hlavinka and staff members were available to answer questions and provide additional information.
   Mr. Stephen Liebel spoke on the agenda item.
   No action was taken.

1:18:02 – 1:27:09

3. Discussion, consideration, and possible action regarding a roll call vote on adoption of a proposal to set a 2025 tax rate for the City of Lago Vista.
   Mayor Sullivan announced that the City Council will hold a public hearing on the proposed fiscal year 2024-2025 annual budget during the Regular City Council meeting scheduled for September 5, 2024, at 6:30 p.m., located in Council Chambers, 5803 Thunderbird, Lago Vista, Texas 78645. The City Council will also hold a public hearing on the tax rate during the Regular City Council meeting scheduled for September 19, 2024, at 6:30 p.m., located in Council Chambers, 5803 Thunderbird, Lago Vista, Texas 78645.
   On a motion by Councilor Prince, seconded by Councilor Durbin, City Council voted by roll call as follows:
   Councilor Saum - nay
   Councilor Smith - aye
   Councilor Durbin - aye
   Mayor Pro Tem Marion - aye
   Councilor Roberts -nay
   Councilor Prince - aye
   Mayor Sullivan - aye
   to adopt a proposed 2025 tax rate of $0.4231. Motion carried.

ADJOURNMENT

Mayor Sullivan adjourned the meeting at 9:28 p.m.

Respectfully submitted,

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved this _____ day of _____ 2024.

AGENDA ITEM NO. 7

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Lucy Aldrich, City Secretary

SUBJECT: Consider approval of the September 5, 2024, regular meeting minutes.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
Minutes-CC-SEP-05-2024 DRAFT.pdf

OFFICIAL MINUTES OF THE CITY COUNCIL
REGULAR MEETING
THURSDAY, SEPTEMBER 5, 2024

BE IT REMEMBERED that on the 5th day of September A.D., 2024, the City Council held a regular meeting at 5:30 p.m. in City Council Chambers, and via videoconference, there being present and acting the following:

Kevin Sullivan	Mayor	Chelaine Marion	Council Member
Shane Saum	Council Member	Paul Roberts	Council Member
Stephanie Smith	Council Member	Paul Prince	Council Member
Rob Durbin	Council Member		

CALL TO ORDER, CALL OF ROLL

Mayor Sullivan called the meeting to order at 5:31 p.m. and announced that all council members are present except Mayor Pro Tem Marion who joined Executive Session in person at 5:38 p.m. Councilor Saum participated via video conference.

EXECUTIVE SESSION

At 5:33 p.m., Council convened into a closed Executive Session pursuant to;

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)
B. Consultation with Legal Counsel regarding the award of the Golf Course Irrigation project. (Texas Government Code Sections 551.071)
C. Receive an update from Legal Counsel regarding an employee grievance. (Texas Government Code Section 551.071)
D. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)
E. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)

ACTION ITEMS (action and/or a vote may be taken on the following agenda items):

At 6:40 p.m., Council reconvened from Executive Session into open session to act as deemed appropriate in City Council's discretion regarding:

A. Consultation with Legal Counsel concerning all regular meeting agenda items requiring confidential, attorney/client advice (as needed). (Texas Government Code Section 551.071)
No action was taken.

B. Consultation with Legal Counsel regarding the award of the Golf Course Irrigation project. (Texas Government Code Sections 551.071)
No action was taken.

C. Receive an update from Legal Counsel regarding an employee grievance. (Texas Government Code Section 551.071)
No action was taken.

D. Consultation with Legal Counsel regarding an update on an option contract for the purchase of property located at 3305 Pinnacle Cove. (Texas Government Code Section 551.071 and Government Code Section 551.072)
No action was taken.

E. Consultation with Legal Counsel and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Manager. (Texas Government Code Sections 551.071 and 551.074)
No action was taken.

PLEDGE OF ALLEGIANCE, PLEDGE TO TEXAS FLAG
Mayor Sullivan led the Pledge of Allegiance and Pledge to the Texas Flag.

03:30 – 15:59
CITIZEN COMMENTS: In accordance with the Open Meetings Act, Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

Dave Stewart – spoke about concerns he has with Cedar Breaks, the golf course irrigation, and TCEQ.
Gene Harris – spoke about TCEQ permit.
Adam Benefield – spoke about the golf course irrigation and effluent water, and TCEQ permit.

BUDGET ITEMS

16:00 – 35:20
1. The City Council of the City of Lago Vista, Texas will conduct a public hearing to receive citizen comments and views regarding the proposed City of Lago Vista budget for fiscal year 2024-2025, commencing on October 1, 2024, and ending on September 30, 2025.
   Tracie Hlavinka gave a brief presentation regarding the updated budget following the August 29, 2024, City Council meeting.
   Mayor Sullivan opened the public hearing at 7:02 p.m.
   The following individuals spoke during the public hearing:
   Dale Mitchell spoke on this agenda item.
   Stephen Liebel spoke on this agenda item.
   Mayor Sullivan closed the public hearing at 7:12 p.m.

Mayor Sullivan announced that the budget is scheduled to be adopted during the September 19, 2024, City Council meeting. During that same meeting, the City Council will hold a public hearing on the proposed tax rate and will take action to adopt a tax rate.
No action was taken.

CONSENT AGENDA

35:22 – 38:01

2. Consider approval of the July 18, 2024, regular meeting minutes.
3. Consider approval of the July 25, 2024, special meeting minutes.
4. Consider approval of the August 1, 2024, regular meeting minutes.
5. Consider approval of the August 6, 2024, special meeting minutes.
6. Consider approval of the August 15, 2024, regular meeting minutes.
7. Consider approval of Resolution No. 24-2070, a resolution by the City Council of the City of Lago Vista, Texas, appointing assistant City Secretaries with the powers and duties of said office in the absence of the City Secretary; and repealing certain related resolutions.
8. Consider approval of Resolution No. 24-2071; a resolution of the City of Lago Vista accepting a resignation and appointing an individual to fill the resulting vacancy on the Golf Course Advisory Committee for an unexpired term.
9. Consider approval of Ordinance No. 24-09-05-01 an Ordinance of the City of Lago Vista, amending Code of Ordinances Article 1.1800 "Ethics Policy" by amending Section 1.1803(F)(2) "Political Activity" and providing for the following: Findings of Fact, Savings, Severability, Repealer, Effective Date, and Proper Notice and Meetings Clauses.
   On a motion by Mayor Pro Tem Marion, seconded by Councilor Prince, City Council voted unanimously to approve the Consent Agenda as presented. Motion carried.

PUBLIC HEARING AND POSSIBLE ACTION

38:05 – 1:50:10

10. Hold a public hearing for discussion, consideration and possible action on Ordinance No. 24-09-05-02, an ordinance regarding a zoning change request to amend the existing “Nature’s Point Planned Development District” (PDD) established by Ordinance No. 21-03-04-01 to modify various development standards applicable to improvements on the property (Nature’s Point Subdivision, Block A, Lot 1).
    City Attorney Cobby Caputo introduced the agenda item. He was also available to answer questions and provide additional information.
    The applicant, Laura Canada Lewis spoke in support of the request and was available to answer questions and provide additional information. Also available on behalf of the applicant to answer questions and provide additional information was Neda Hosseiny with Kimley-Horn, the engineering firm for the Nature’s Point project.
    Mayor Sullivan opened the public hearing at 7:44 p.m.
    The following individuals spoke during the public hearing: Mindy Struhsaker; Sam Payne, Jr.; Guy Burkhart; DiAnn Tjon-Joe-Pin; and Gene Harris.
    Mayor Sullivan closed the public hearing at 7:57 p.m.
    On a motion by Councilor Roberts, seconded by Mayor Pro Tem Marion, City Council voted unanimously to table this item until the September 19, 2024, meeting and in the interim create

a subcommittee comprised of Councilor Roberts, Councilor Prince, City Attorney Cobby Caputo, City Planner Cole Bakley, and Public Works Director Taylor Whichard. Motion carried.

1:50:23 – 1:56:19

11. Hold a public hearing for discussion, consideration, and possible action on Ordinance 24-09-05-03; an ordinance amending the Future Land Use Map component of the 2030 Comprehensive Plan adopted by Ordinance No. 16-05-05-02 as amended to change the designation of the property at 21003 Dawn Drive (Lago Vista, Section 1, Block C, Lot 1) from "Low Density Residential" to "City Park" and the designation of approximately 1.612 acres of the W. Hensley Survey No. 538, Abstract 348 and the J. Maxey Survey No. 6, Abstract 2628 from "Public/Semi-Public" to "City Park.
    City Planner Cole Bakley introduced the agenda item. He and City Attorney Cobby Caputo were available to answer questions and provide additional information.
    Mayor Sullivan opened the public hearing at 8:34 p.m.
    No one spoke during the public hearing.
    Mayor Sullivan closed the public hearing at 8:34 p.m.
    On a motion by Councilor Roberts, seconded by Councilor Durbin, City Council voted unanimously to approve Ordinance 24-09-05-03 as presented. Motion carried.

1:56:21 – 2:08:24

12. Hold a public hearing for discussion, consideration, and possible action Ordinance 24-09-05-04, an ordinance of the City Council of Lago Vista, Texas amending Section 12.20 of the Chapter 14 of the Lago Vista Code of Ordinances to create a criminal penalty for violations of the Zoning Ordinance.
    City Attorney Cobby Caputo introduced the agenda item. Mr. Caputo and City Manager Tracie Hlavinka were available to answer questions and provide additional information.
    Mayor Sullivan opened the public hearing at 8:36 p.m.
    Stephen Liebel spoke during the public hearing.
    Mayor Sullivan closed the public hearing at 8:39 p.m.
    On a motion by Councilor Smith, seconded by Mayor Pro Tem Marion, City Council voted 5 ayes to 2 nays, with Councilor Saum and Councilor Roberts in opposition, to approve Ordinance 24-09-05-04 as presented. Motion carried.

ACTION ITEMS

2:08:26 – 2:33:30

13. Discussion, consideration, and possible action regarding an amendment to the Halff Consultants contracts for additional services
    City Manager Tracie Hlavinka presented the agenda item. She was available to answer questions and provide additional information.
    CPAC members; Gina Williams, Norma Owen, and Guy Burkhart were available to answer questions and provide additional information.
    On a motion by Councilor Prince, seconded by Mayor Pro Tem Marion, City Council voted 6 ayes to 1 nay, with Councilor Saum in opposition, to approve Halff working with City staff to arrange for a single additional meeting that includes the City Council and the members of the

CPAC; that staff and Halff come up with ways to keep down the additional project administration and plan revision costs as much as possible; and, the City does not need the conceptual plans or illustrated renderings. Motion carried.

Mayor Sullivan presented the Government Finance Officers Association Distinguished Budget Award that the City received for efforts on the 2023 Annual Budget. Mayor thanked staff for their work on the budget and congratulated them for earning the award.

2:34:08 – 2:41:04

14. Discussion, consideration, and possible action regarding the City of Lago Vista entering into a professional services agreement with Safebuilt Texas, LLC., to provide services in accordance with construction codes, amendments and ordinances adopted by the City Council, State of Texas and regulations that are applicable to building and fire code.
    City Manager Tracie Hlavinka presented the agenda item. Brad Bond from Safebuilt Texas was available to answer questions and provide additional information.
    On a motion by Councilor Roberts, seconded by Councilor Smith, City Council voted unanimously to approve entering into an agreement with Safebuilt Texas, LLC as presented. Motion carried.

2:41:06 – 2:43:42

15. Discussion, consideration, and possible action on Resolution No. 24-2072, a resolution by the City Council of Lago Vista, Texas approving a revocable license agreement between the City of Lago Vista and Robert W. Ruggiero and Sally Ruggiero for an encroachment into the public right-of-way on Crockett Ave and for encroachment of public infrastructure into private property located at 20117 Highland Lake Drive.
    Director of Public Works Taylor Whichard presented the agenda item. He was also available to answer questions and provide additional information.
    Mr. and Mrs. Ruggiero spoke in support of the agenda item and were available to answer questions and provide additional information.
    On a motion by Councilor Roberts, seconded by Councilor Smith, City Council voted unanimously to approve Resolution 24-2072 as presented. Motion carried.

2:43:47 – 2:54:37

16. Discussion, consideration, and possible action on future projects to be presented by Keep Lago Vista Beautiful.
    Keep Lago Vista Beautiful representatives Dan and Denise Sellers presented the agenda item and were available to answer questions and provide additional information.
    Sally Ruggiero spoke on the agenda item.
    On a motion by Councilor Roberts, seconded by Mayor Pro Tem Marion, City Council voted unanimously to approve the mural for the wall at the bathroom at Sunset Park and the wall screening of the utility boxes at Bowden Point with height limitation of 6-feet consistent with City ordinances. Motion carried.

2:54:41 – 2:59:01

Councilor Saum recused himself from discussion and action on this agenda item.

17. Discussion, consideration, and possible action on Ordinance 24-09-05-05; an ordinance of the City of Lago Vista, Texas amending Appendix A Fee Schedule of the Code of Ordinances: Article 6.000, Sec 6.200 Utility Rates and Fees; and Article 10.000, Sec 10.100 Pool Fees.
    Public Works Director Taylor Whichard and Parks presented the agenda item. Mr. Whichard and City Manager Tracie Hlavinka were both available to answer questions and provide additional information.
    On a motion by Councilor Durbin, seconded by Councilor Roberts, City Council voted 6 to 0 to approve Ordinance 24-09-05-05 as presented. Motion carried.

Councilor Saum returned to the meeting.

2:59:10 – 3:29:47

18. Discussion, consideration, and possible action on Ordinance No. 24-09-05-06 an Ordinance of the City of Lago Vista, amending Code of Ordinances article 1.300 "City Council" adding Section 1.310 "Procedures for Personnel Interaction" and Providing for the Following: Findings of Fact, Severability, Repealer, Effective Date, and Proper Notice and Meetings Clauses.
    City Attorney Cobby Caputo presented the agenda item. He was also available to answer questions and provide additional information.
    Stephen Liebel spoke on this agenda item.
    No action was taken.

3:29:47 – 3:35:14

19. Discussion, consideration, and possible action on initial draft of revised City Social Media Policy.
    City Attorney Cobby Caputo presented the agenda item. He was also available to answer questions and provide additional information.
    On a motion by Councilor Prince, seconded by Councilor Roberts, City Council voted unanimously to approve the Social Media Policy as presented. Motion carried.

3:35:17 – 3:53:40

20. Discussion, consideration, and possible action regarding the creation of The No Taxpayer Waste Procurement Process.
    Councilor Saum presented the agenda item.
    City Manager Tracie Hlavinka, City Attorney Cobby Caputo, and Procurement Manager Eric DeLaCruz were available to answer questions and provide additional information.
    On a motion by Councilor Saum, seconded by Councilor Prince, City Council voted 6 ayes to 1 nay, with Councilor Smith in opposition, to add language as discussed by Councilor Prince to our procurement process and advise City Attorney Cobby Caputo to ensure it is in line with state law and City ordinances. Mayor Sullivan requested an amendment to have Mr. Caputo review the proposed language prior to adding it to the processes. Councilor Saum and Councilor Prince accepted the amendment. Motion carried.

3:53:48 – 4:05:22

21. Discussion, consideration, and possible action regarding the creation of a Voluntary Fee Program for the Lago Vista Golf Course.
    Councilor Saum presented the agenda item.

City Attorney Cobby Caputo was available to answer questions and provide additional information.
Larry Russell spoke on the agenda item.
Gina Williams spoke on the agenda item.
On a motion by Councilor Saum, seconded by Mayor Pro Tem Marion, City Council voted unanimously to refer this consideration and discussion to the GCAC and ask them to consider what Councilor Prince asked, directing those fees to specific projects and any other ideas they may have. Motion carried.

City Secretary Lucy Aldrich was recognized for her service to the City of Lago Vista. Her last day with the City of Lago Vista is next week.

ADJOURNMENT

Mayor Sullivan adjourned the meeting at 10:47 p.m.

Respectfully submitted,

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved this _____ day of _____ 2024.

AGENDA ITEM NO. 8

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Consider approval of Resolution No. 24-2073; a resolution of the City Council of the City of Lago Vista, Texas adopting the Purchasing & Procurement Policy for Fiscal Year 2025.

BACKGROUND: This resolution is created to amend the current Purchasing and Procurement Policy that has been in effect since September 7, 2023.

FINDINGS: The Chief Financial Officer & Procurement Manager conducted an Annual Review of the Purchasing & Procurement Policy and made the following revisions on September 9, 2024.

- Pg.2 - updated d. Requisition Process to pg. 12 from pg. 11.
- Pg. 6 - updated language to include exemptions stated in Texas Local Government Code Government Code Chapter 252.
- Pg. 8 - updated to $3,000 from $1,000 (based on research from like cities within central Texas).
- Pg. 10 - updated amounts to reflect updated amounts to $3,000 from $1,000.
- Pg. 11 - updated chart amounts to reflect updated amounts to $3,000 from $1,000.
- Pg.11 - updated chart to Emergency Purchase Summary from Emergency Purchase Form.
- Pg. 11 - updated C to include language reflecting $3,000 amount and utilization of local preference program.
- Pg. 11 - updated C.i. to include language reflecting $3,000 amount and exception language per auditor recommendation that needed these exceptions listed.
- Pg. 12 - updated amounts to reflect updated amounts to $3,000 from $1,000.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
24-2073 Resolution Purchasing Procurement Policy for FY2025.pdf
Proposed FY 2024-2025 Purchasing Procurement Clean.pdf

Proposed FY 2024-2025 Purchasing Procurement Red Lines.pdf

CITY OF LAGO VISTA, TEXAS

RESOLUTION NO. 24-2073

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS ADOPTING THE PURCHASING & PROCUREMENT POLICY FOR FISCAL YEAR 2025.

WHEREAS, the City of Lago Vista, Texas is committed to financial management through integrity, prudent stewardship, planning, accountability, full disclosure and communication; and

WHEREAS, the broad purpose of the Purchasing and Procurement Policy is to enable the City to achieve and maintain a long-term stable and positive financial condition, and provide guidelines for the day-to-day -maintenance and operations of the City's financial affairs;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS THAT:

The City Council of the City of Lago Vista, Texas hereby adopts the Purchasing & Procurement Policy for Fiscal Year 2025, copy attached.

AND, IT IS SO RESOLVED, PASSED AND APPROVED this 19th day of September 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved.

PURCHASING POLICIES AND PROCEDURES

CITY OF
LAGO VISTA
TEXAS

Adopted September 7, 2023
Amended September 19, 2024

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II. Introduction

City purchasing staff have the responsibility to obtain the most value for the tax dollar in a fair, efficient, and equitable manner. Sound purchasing guidelines contribute greatly to the economical and effective operation of the City and provide the public confidence and trust in government.

The mission of the City of Lago Vista Finance department is to procure quality goods and services necessary to provide the citizens with the services they expect at the best possible price within the guidelines of all applicable federal, state, and municipal purchasing laws, while complying with best practices and state procurement laws.

a. Purpose

The purpose of this Purchasing Policies and Procedures (PPP) Manual is to establish standard practices and procedures to create an efficient and effective purchasing program for the City of Lago Vista. The PPP Manual, as established by the City Manager and approved by the City Council, shall be a complete source of purchasing information and procedures for purchasing of all commodities, contractual services, and equipment. The PPP serves as a guide for those employees granted purchasing privileges in the name of the City of Lago Vista. The guidelines set forth apply to all personnel who participate in the actions and decisions relating to the procurement and are intended to provide a complete understanding of purchasing policies, procedures, and practices. Explanation of each department's responsibility and role in the procurement function is outlined below, as well as an overall summary of the entire purchasing process.

b. Purchasing Objective

The City shall promote and protect its governmental integrity. Public employees must, therefore, discharge their duties impartially to assure fair, competitive access to City procurement. Moreover, the City's officers, directors, and employees shall conduct themselves in a way that fosters public confidence in the integrity of the City.

The employees of the City responsible for purchasing must

i. purchase the proper goods or services to suit the City's needs;
ii. obtain the best possible price for the goods or services;
iii. have the goods or services available when and where the City needs them;
iv. assure a continuing supply of needed goods and services;
v. guard against misappropriation of City funds;
vi. facilitate cooperation with other governmental units;
vii. maximize competition from responsible bidders;
viii. safeguard public funds and receive the best value for the public dollar;
ix. refrain from use of public spending to enrich elected officials or City employees; and
x. refrain from making purchases for personal use in the City's name.

c. Governing Authority

This policy is adopted to enforce and require compliance with the below-listed current State of Texas and local and purchasing laws. Should there be a conflict between this document and state law, state law as amended controls.

- Texas Local Government Code Chapters 252 and 271;
- Texas Government Code Chapters 552, 791, 2251, 2252, 2253, Subchapter B, 2254; and 2269;
- The City of Lago Vista City Charter; and
- The City of Lago Vista Code of Ordinances.

Regardless of the expenditure and applicability of state competitive bidding requirements, it is the policy of the City to see competition that produces the highest quality of goods and services at the lowest possible price.

III. Duties and Responsibilities

a. City Council

Except for emergency purchases, the purchase of items or services more than fifty thousand dollars ($50,000) shall require prior approval of the City Council. The City Council shall endeavor to hold an emergency meeting to authorize emergency purchases where feasible, otherwise, emergency purchases shall be submitted to the City Council for ratification. Emergency purchases in excess of fifty thousand dollars ($50,000) shall be limited to incidents that threaten public health, safety or damage to persons or property or in those situations in which inaction shall present a substantial financial loss to the City and all other exemptions stated in Texas Local Government Code Government Code Chapter 252. All contracts and /or expenditures more than fifty thousand dollars ($50,000) must be approved in advance by City Council regardless of the procurement method. This applies to: Purchase(s) made in the same fiscal year from the same vendor for the same goods or services that total over fifty thousand dollars ($50,000); and A contract that is executed for more than fifty thousand dollars ($50,000) regardless of term.

b. City Manager

The purchase of items five thousand dollars ($5,000) up to fifty thousand dollars ($50,000) shall require approval from the City Manager. The ultimate responsibility for all purchases for the City of Lago Vista is held by the City Manager. The City Manager shall propose rules and regulations for approval by the City Council for the purchase and procurement of all goods and services, which shall be followed by all City employees.

The City Manager possesses the sole authority for any deviation from purchasing regulations. If improper purchasing practices occur, the City Manager may take disciplinary action upon the individual and/or department. Disciplinary action shall be in the form of restricted purchasing privileges, restitution, suspension, termination, or any other action deemed appropriate by the City Manager.

The City manager shall determine the purchasing authority limits of all Department Heads and other employees on a case-by-case basis; however, under no circumstances shall that authority exceed five thousand dollars ($5,000).

c. Legal

The City Attorney provides legal advice and guidance on purchasing law and regulation and will prepare formal correspondence if needed.

d. Finance Department

The Finance Department is responsible for procurement of goods and services obtained by quotes, price agreements, and inter-local agreements. The department is also responsible for:

i. ensuring statutory compliance by the City with all applicable laws and regulations;
ii. ensuring City departments receive prompt delivery of goods and services requested through inter-local agreements, request for quotes, and price agreements;
iii. developing and maintaining reliable alternate sources of supply and a competitive atmosphere in pricing and performance by vendors;
iv. assisting departments in planning purchases for submission in the annual budget process;
v. where possible and practical, may combine purchases of similar items to allow for better pricing and establish a more competitive atmosphere;
vi. coordinating and assisting purchasing with various departments supplies, materials, and contractual services for the City;
vii. expediting goods and services in normal and emergency situations by utilizing known cooperative purchasing contracts, vendor contacts and services;
viii. joining with other governmental agencies in cooperative purchasing plans when it is in the best interest of the City; and
ix. ensuring the expenditures of City funds are conducted in such a manner that all transactions will pass audits with respects to State, Federal, and City procurement regulations.

e. Department Head

Department Heads are responsible for ensuring that all personnel in their department are knowledgeable of and fully understand the purchasing procedures established by the PPP Manual. By following the requirements established in the PPP Manual, Department Heads will assist by giving sufficient lead time to obtain proposals, quotations, or bids for goods and services requested by the departments so that the goods and services may be delivered by the requested due date.

Through proper planning of purchases, each department will be able to realize savings through competition between vendors and minimize the potential for shortages of commodities and materials.

In accordance with the PPP, the Department Head shall:

i. inform and support departmental personnel on the requirements of the PPP and ensure adherence;
ii. communicate needs for supplies, equipment, and materials to the city manager;

iii. communicate requests for services and goods with enough lead time so that procurements can be made using applicable purchasing policy procedures.
iv. utilize effective material requirements planning to maximize efficiency for City procurement;
v. provide accurate and complete information on items requested and timely preparation of requisitions;
vi. prepare item descriptions, specifications, or statements of work to assist in negotiation of materials, supplies, services, or equipment of a technical or unusual nature requested, and suggest possible sources of supply;
vii. designate certain employees with authority to prepare requisitions and make requests for purchase of certain items; and
viii. inspect or supervise the inspection of materials, supplies, services, and equipment delivered and determine acceptableness of their quality, quantity, and conformance with specifications as requested.

Finance Department will maintain a list of personnel authorized to make purchases. It is the responsibility of the Department Heads to make additions or deletions to that list as needed.

f. Department Supervisor

Each Department Head has the authority and is authorized to delegate purchasing authority to supervisors for purchases of three thousand dollars ($3,000) or less. All invoices shall be signed by the supervisor or department designee and/or submitted to the Department Head who will return the invoice to the Accounts Payable office.

IV. Ethics

a. Employee Code of Ethics

In accordance with the City's Ethics Policy as codified in the Code of Ordinances, amended, no Officer, City Official or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, or be financially interested directly or indirectly in the sale to the City of any land, materials supplies, or services, except on behalf of the City as an officer or employee. Any knowing and willful violation of this Section shall constitute malfeasance in office and any officer or employee determined to have violated this section in the sole discretion of the City Manager shall be removed from his office or position. Any violation of this Section with the knowledge, expressed or implied, of the person or corporation contracting with the governing body of the City shall render the contract involved void per the City of Lago Vista Home-Rule Charter, Article XI, Section 11.04.

By participating in the purchasing process, employees of the City of Lago Vista agree to:
i. avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications;
ii. demonstrate loyalty to the City by diligently following the lawful instructions of the employer, using reasonable care of the authority granted;
iii. refrain from any private business or professional activity that would create a conflict between personal interests and the interest of the City;

iv. refrain from soliciting or accepting money, loans, credits, prejudicial discounts, and the acceptance of gifts, entertainment, favors or services from present or potential suppliers per City of Lago Vista Home-Rule Charter, Article XI, Section 11.06 and the City's Ethics Policy.
v. avoid dispensing special favors or privileges to anyone, whether as payment for services or not; and refrain from acceptance for self or family members favors or benefits under circumstances which might be construed by a reasonable person as influencing the performance of your employment duties;
vi. engage in no business with the City, directly or indirectly, which is inconsistent with the conscientious performance of Governmental duties;
vii. handle confidential or proprietary information of the City or suppliers with due care and proper consideration of ethical and legal ramifications;
viii. never use any information gained confidentially in the performance of job-related duties as a means of making private profit;
ix. promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle;
x. know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions;
xi. expose corruption and fraud wherever discovered; and
xii. uphold these principles, ever conscious that public office is a public trust.

b. Vendor Code of Ethics

City of Lago Vista is committed to a procurement process which fosters fair and open competition, while conducting business under the highest ethical standards and fostering the public trust. To achieve these purposes, City requires each vendor who seeks to do business with the City to subscribe to the following Code of Ethics. A Vendor:

i. Shall not submit a bid or proposal that is not competitive, consistent, and appropriate for the specifications submitted;
ii. shall not discuss with other vendors intending to bid on the same contract or similar City contract for the purpose of limiting competition.
iii. shall not make any attempt to induce any individual or entity to submit or not submit a bid proposal;
iv. shall not disclose the terms of its bids or proposal, directly or indirectly, to any other competing vendor prior to the bid proposal closing date and time;
v. will completely perform any contract awarded at the contracted price pursuant to the terms set forth in the contract;
vi. will submit timely, accurate and appropriate invoices for goods and/or services performed under the contract;
vii. will not offer or give any gift, item, or service of value, directly or indirectly, to a City employee, employee family member, or other vendors contracted by the City; and
viii. A Vendor will not cause, influence, or attempt to cause or influence, any City employee or City Official, which might tend to impair his/her objectivity or independence of judgment; or to use, or attempt to use his/her official position to secure any unwarranted privileges or advantages for that vendor or for any other person.

Any vendor who violates the code of ethics is subject to being barred from use by the City of Lago Vista.

V. Gifts and Gratuities

Before accepting any gift, the employees will need to consider whether the gift complies with the limitations set forth in the City of Lago Vista Ethics Policy and Employee Handbook. A City employee may not solicit or accept any benefit, gift favor, funds, or service they know, or suspect is offered to influence their official conduct. The employee may accept unsolicited advertising or promotional materials such as pens, pencils, note pads, calendars, and other items of cumulative value less than fifty dollars ($50.00). Employees should use their judgement but, should refuse gifts that a reasonable person may believe could have the appearance of impropriety or influence.

VI. General Purchasing Procedures

a. Signatory Authorities and Approval Thresholds

The City is required to follow the bidding or proposal procedures outlined in the *Local Government Code Chapter 252*, when making an expenditure of more than fifty thousand dollars ($50,000). The City Council has the authority or may designate the authority to commit funds. Following is the delegable authority as approved by the City Council or City Manager as appropriate:

i. $0 - $3,000 = Supervisors
ii. $0 - $4,999 = Department Head
iii. $0 - $50,000 = City Manager
iv. $50,001 and Above = City Council

All contracts and /or expenditures more than fifty thousand dollars ($50,000) must be approved in advance by City Council regardless of the procurement method. This applies to: Purchase(s) made in the same fiscal year from the same vendor for the same goods or services that total over fifty thousand dollars ($50,000); and A contract that is executed for more than fifty thousand dollars ($50,000) regardless of term.

Authority to sign contracts or agreements approved by the City Council on behalf of the City is granted to the City Manager. This applies to all types of documents including, but not limited to purchase requisitions, contracts for services, leases, rental agreements, service/maintenance agreements, facility use agreements, etc.

Employees delegated authority to make and approve purchases will be held accountable for ensuring that each purchase is made in accordance with this policy and all applicable federal, state, and local law, procedures, directions, and good business practices. The delegation of authority to obligate the city for purchases under $50,000 is not assignable to others without the express and written consent of the City Manager.

Expenses should be made with budgeted funding. If an expenditure is not budgeted within the fiscal year, the expenditure should be brough to the City Council for a budget amendment.

b. Purchasing Limits at a Glance

Dollar Amount	Forms	Supervisor	Department Head	City Manager	City Council
$3,000 or less	Invoice	✓			
$ 3,001 - $5,000	Purchase Order		✓		
$5,001 - $50,000	Contract and/or Purchase Order			✓	
$50,001+	Formal Solicitation and Requisition				✓
Emergency Purchase	Emergency Purchase Summary			✓ $50,000 or less	✓ $50,001 +

c. Purchasing Process

Purchases $3,000 and under no quotes are required, though efforts must be made to obtain the best value purchase for the City, while also utilizing our local preference program.

i. All purchases of more than three thousand dollars ($3,000) shall be made by Purchase Order. Quotes will need to be obtained from three (3) vendors for purchases over $3,000. Exceptions include:
   - Emergency Purchases as stated in Texas Local Government Code Government Code Chapter 252.
   - Single Source Contracts
   - Captive Equipment
   - Unforseen damage to public machinery, equipment, or other property.
   - Renewable Contracts, Maintenance Agreements, memberships.
   - Ongoing necessary costs, i.e. utilities, phone services, postage, internet, etc.

ii. Purchasing requisitions will be initiated by City departments and used to generate a Purchase Order. The Department Head or their designee shall approve all requisitions prior to submittal to the Finance Department.

iii. A purchase requisition must clearly and accurately represent the following requirements:
   - Company Name or suggested vendor
   - Date
   - Quantity and unit of item(s)
   - Description of goods or services ordered
   - Unit price
   - Discount (if applicable)
   - Prices extended and total

- Freight and/or delivery (if applicable)
- Account to be charged

d. Requisition Process

No ordering of goods and services of three thousand dollars ($3,000) or more will be processed through the Finance Department without a requestion.

e. Payment of Vendors

When the goods or services are received by the requesting department, the department must submit the original invoice attached to the Purchase Order to the Finance Department to ensure timely payment. Invoices will be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all discounts, when possible.

f. Tax Exemptions

The City of Lago Vista is exempt from payment of sales and use taxes under Texas Tax Code Chapter 151, for the purchase of tangible personal property. Any use of the City's tax exemption certificate for personal purchase is prohibited and a violation of criminal law. Anyone using the City's tax exemption certificate for personal purchase may be subject to prosecution under Texas Penal Code, Chapter 39, Abuse of Office. The Texas Sales Tax Exemption Certificate may be requested from the Finance Department.

g. Capitalized Fixed Assets

A capitalized fixed asset is tangible and intangible property that the City can leverage as a resource in providing services to the residents and inhabitants of the City. A capitalized fixed asset includes but is not limited to land, infrastructure, buildings, furniture and fixtures, motor vehicles and equipment with a cost of five thousand dollars ($5,000) or more and a useful life of more than two (2) years.

Capitalized fixed assets are acquired for use in normal operations and can be sold as surplus after designated by the City Council at the end of its useful life. These assets are long term in nature and are subject to depreciation. Capitalized assets and projects should be charged to a capital project asset account.

h. Formal Solicitation Procedure/ Competitive Bidding/Competitive Proposals

Contracts shall be awarded by competitive sealed bidding for any solicitation that is projected to exceed fifty thousand dollars ($50,000) unless a specific exemption applies and is documented. State law requires a formal, competitive process for purchases of more than fifty thousand dollars ($50,000) per Texas Local Government Code Government Code Chapter 252. Care should be taken, and legal advice sought where appropriate, to verify whether one of the sixteen (16) general exemptions delineated in Section 252.022 applies to the purchase or solicitation.

i. Specifications and Announcement

The requesting Procurement Manager will issue the correct type of solicitation (Invitation for Bid-IFB, Request for Proposals (RFP) or Request for Qualifications-RFQ). The

solicitation must be published in accordance with Local Government Code Section 252.041 and posted on the City Website. Any bids or proposals that allow for electronic submission must follow the City's Ordinance regarding this process. The Procurement Manager will also send the package to the vendors on available distribution lists and vendors recommended by the requesting department. While the solicitation is in the vendor's hands, no communication between any responding vendor and any city staff or city council member, except the Procurement Manager and the Legal Department will be allowed concerning the outstanding solicitation. Any contact concerning the solicitation with staff or city council may be grounds for disqualification of a vendor's response. Communication for business not concerning the solicitation is acceptable.

ii. Bid Opening, Evaluation and Award

The Procurement Manager will execute the bid opening. A tabulation of the responses will be created and will delineate the response containing best value for the City. The contract, after review and approval by the City attorney if necessary, must be awarded to the lowest responsible bidder or to the bidder who provides goods and services at the best value for the municipality, The terms and conditions of the solicitation must indicate the criteria and corresponding weight for each criterion that will be used in the evaluation as per Texas Local Government Code 252.043. The criteria may include but are not limited to

- purchase price;
- reputation of the bidder;
- quality of the proposed goods or services;
- extent to which the goods or services meet the municipality's needs;
- bidder's past relationship with the municipality;
- impact on the ability of the municipality to comply with laws and rules relating to contracting with HUB and nonprofit organizations employing persons with disabilities;
- long-term cost to the municipality to acquire the bidder's goods or services; or
- any relevant criteria specially listed in the solicitation.

After final negotiation, if necessary, the purchase and contract must be approved by the City Council. Department Head shall prepare the Executive Summary to present to the City Council.

If contract extensions are included in the solicitation, these should also be included in the City Council agenda item so the contract can be renewed without having to go back to the City Council for approval. Department Head will issue a formal letter to the vendor when renewing a contract and the vendor has the right to refuse the extension, a copy of the letter of contract extension must be placed in the contract and bid files.

iii. Change Orders

After the award of the contract, if the City requests an alteration in the scope of work, a Change Order may be issued to the contract that involves an increase or decrease to the scope of work or amount. All Change Orders must be in writing and signed off by the Department Head or City Manager. A change order is required if, after the contract has been executed, one or more of the following events occur:

- Changes in plans or specifications are necessary, or
- It is necessary to increase or decrease the quantity of work of materials, equipment

or supplies to be furnished.

Material changes in the scope, quantities or related work may not be made. A material change is defined as substantial revisions. Department Heads may approve written change orders to contracts within their supervision in the amounts up to five thousand ($5,000) per change order.

The City Manager may approve written Change Orders to all contracts in the amounts of fifty thousand dollars ($50,000) or less up to an aggregate total for the entire contract of fifty thousand dollars $50,000). Any change orders increasing the total contract to more than fifty thousand dollars ($50,000+) must be approved by City Council and every Change Order thereafter must go to City Council unless the Council has given a specified amount to not exceed.

However, the sum of all approved Change Orders, regardless of amount, may not exceed twenty-five percent (25%) of the original, total contract amount. Any change greater than twenty-five percent (25%) will require a new solicitation, as per Texas Local Government Code 252.048(d). Change Orders to construction contracts must comply with Texas Local Government Code Section 271.060 .

VII. Contract Management

City Departments will send the original of all contracts to the City Secretary and a copy to the Finance Department for entering into the City's financial system. All change orders, authorization of change in services, and final payment requests will be provided to the Finance Department for review for contract compliance and for further processing. For contacts utilizing Federal funds, contractor oversight will comply with 2 CFR 200.318b. The City Manager is responsible for the settlement of all contractual and administrative issues arising out of procurements.

For all contracts that require approval by City Council, the Finance Department will maintain all Certificates of Interested Parties Form 1295 and all non-disclosure statements for any employee or participant involved in the creation of specifications, evaluation of bid/proposal or award of contract.

VIII. Legal Requirements

a. Historically Underutilized Businesses

If the City is processing a Request for Quote of more than three thousand dollars ($3,000) but less than fifty thousand dollars ($50,000), per Texas Local Government Code, Section 252.0215, at least two (2) HUB vendors need to be contacted on a rotating basis. Historically Underutilized Business (HUB) vendors are identified through the State of Texas Comptroller's Centralized Master Bidders List (CMBL) – HUB Directory Search for Williamson and Travis County by commodity code.

b. Debarment Verification

The Finance Department will perform a debarred vendor check to ensure that the selected vendor is not debarred from doing business with the State or Federal Government for any one-time

purchase or contract that is twenty-five thousand dollars ($25,000) or more.

IX. Items That Do Not Require Competitive Bidding or Competitive Proposals

Texas law specifically exempts certain types of contracts from the competitive bidding process. Texas Local Government Code Section 252.022 lists sixteen (16) types of expenditures that are not subject to the competitive bidding or competitive proposal requirements. Such goods and services may be acquired by the issuance of a purchase order or execution of a contract.

a. Emergency Purchases

Emergency Purchases are made to meet critical, unforeseen needs of the City. This can occur as a result of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality. Valid Emergencies are also those that occur as a result of the breakdown of equipment which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. (Texas Local Government Code Section 252.022 (a)(1),(2) and (3).)

Create a form, file, and general ledger subaccount to track emergency purchases.

b. Personal, Professional or Planning Services

i. Personal Services: Personal services includes only those services which are performed personally by the individual who contracted to perform them, and the contract should mainly pay for the labor of the individual providing the service, not for such things as insurance or materials.

ii. Professional services: Professional services have been described as those services which are mainly mental or intellectual rather than physical or manual. The Texas Government Code Section 2254.002 lists ten (10) types of services that constitute professional services for purposes of State and local contracts and funds management. These include accounting, architecture, landscape architecture, land surveying, medicine, optometry, professional engineering, real estate appraising, professional nursing and forensic science. Cities have also used this exception to hire attorneys. The City may not select a provider of professional services, group, or association of providers or award a contract for the services based on competitive bids submitted for the contract or for the services but, shall make the selection and award based on demonstrated competence and qualifications to perform the services for a fair and reasonable price. The professional fees under the contract must be consistent with and not higher than the recommended practices and fees published by the applicable professional associations and may not exceed any maximum provided by law (Texas Government Code 2254.002 and 2254.003.) If the City cannot negotiate a satisfactory contract with the most highly qualified provider, then the City shall formally end negotiations with that provider, select the next most highly qualified provider and attempt to negotiate a contract with that provider at a fair and reasonable price.

iii. Planning Services: Planning Services is defined in Texas Local Government Code Section 252.001(5) as services primarily intended to guide governmental policy to ensure the orderly and coordinated development of the state or of municipal, county, metropolitan or regional land areas.

c. Work performed and paid for by the day as work progresses

The Texas Government Code Section 2254.002 specifically excepts from bidding requirements, work that is performed and paid for by the day as the work progresses. The Contract may not pay for work to be performed in the future regardless of whether the contract is performed and paid for on a daily basis.

d. Lease or Purchase of land or a right-of-way

In accordance with Texas Government Code Section 2254.002, the purchase of land or right-of-way is exempt from competitive bidding requirements. However, this exemption does not apply to the ***sale*** of real property. Subject to certain exceptions in Texas Local Government Code Chapter 272, the sale of real property can be accomplished in any of three ways: 1. Notice and bidding procedures under Section 272.001; 2. Public Auction in accordance with Texas Local Government Code Chapter 253; or 3. The use of a broker (on MLS for 30 days) Texas Local Government Code Chapter 253.

Section 272.001(b) lists seven exceptions to the notice and bidding requirements: (1) narrow strips of land, or land that because of its shape, lack of access to public roads, or small area cannot be used independently under its current zoning or under applicable subdivision or other development control ordinances; (2) streets or alleys, owned in fee or used by easement; (3) land or a real property interest originally acquired for streets, rights-of-way, or easements that the political subdivision chooses to exchange for other land to be used for streets, rights-of-way, easements, or other public purposes, including transactions partly for cash; (4) land that the political subdivision wants to have developed by contract with an independent foundation; (5) a real property interest conveyed to a governmental entity that has the power of eminent domain; (6) a municipality's land that is located in a reinvestment zone designated as provided by law and that the municipality desires to have developed under a project plan adopted by the municipality for the zone; or (7) a property interest owned by a defense base development authority established under Chapter 378, Local Government Code.

e. Sole source purchases

Sole Source purchases are items that are available from only one source including:

i. items that are available from one source because of patents, copyrights, secret processes, or natural monopolies;
ii. films, manuscripts, or books;
iii. gas, water, and other utility services;
iv. captive replacement parts or components for equipment;
v. books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and
vi. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.

Sole source purchases over fifty thousand dollars ($50,000) must be approved by City Council.

f. Purchase of rare books, papers and other library materials for a public library

Competitive bidding is not required for the purchase of books, papers, and other materials for a public library if those books, papers, or other materials are available only from the persons holding exclusive distribution rights to the materials. Additionally, competitive bidding requirements do not apply to the purchase of rare books, papers and other rare library materials for a public library.

g. Paving, Drainage, Street widening, and other public improvements, or related matters

This exception only applies if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements, for example, if the streets are paid with PID funds or by assessments collected by an HOA or POA.

h. Certain public improvements

This exception applies only to those public improvement projects, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voter.

i. Developer participation projects

This exception requires payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212.

j. Personal property sold

This exception applies to property that is sold (A) at an auction by a state licensed auctioneer; (B) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code; (C) by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or (D) under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391.

Otherwise, the lease or lease/purchase of personal property procured by other methods must comply with the competitive bidding or proposal requirements if the expenditure is $50,000 or more.

k. Services performed by blind or severely disabled persons

Competitive bidding does not apply to the purchase of services performed by blind or severely disabled persons.

l. Goods purchased by a municipality for subsequent retail sale by the municipality

m. Gas, Electricity, water and other utility services

Competitive bidding is not required for the purchase of gas, water and other utility services if those services are available from only one source. The competitive bidding requirements do not apply to an expenditure for electricity.

n. Advertising, other than legal notices

Competitive bidding is not required for advertising by a city, other than legal notices.

o. Cooperative Purchasing

Cooperative Purchasing allows entities to order under established contacts without additional formal bidding. The City of Lago Vista, as a government entity, is eligible to participate in cooperative purchasing programs, provided the contracts were competitively advertised and awarded; no additional justification or bidding is required.

When purchasing advertised goods or services through a request for bids/RFP; if the goods are of a nature and character that it is feasible and advantageous to require discounts or special prices for other interested government entities as well as the City, Purchasing shall include a Cooperative Purchasing Clause requiring vendors to agree to make their prices available to other entities who enter into a Interlocal/ Cooperative Purchasing Agreement with the City.

All Interlocal/Cooperative purchasing Agreements, whether entered by the City with another government entity or local cooperative organization, or vice versa, must be approved by the City Council.

X. Grants Compliance

Once a grant has been approved following the City's Grants Compliance Guidelines, expending approved grant funds requires the City to follow Section 8, Uniform Guidance - Federal Procurement Rules, 2 CFR 200.320. In most cases the City's purchasing thresholds are more conservative than the Federal purchasing thresholds. However, purchasing guidelines for each grant are unique and must be reviewed in advance of collecting bids, proposals, or quotes. The requirements may include but are not limited to Davis-Bacon Wage Determination, National Environmental Policy Act, National Historic Preservation Act, Solid Waste Disposal Act, Buy-American initiative, E-Verify, and other requirements outlined in the Grant Submission instructions.

The Finance Department will perform a debarred vendor check to assure that the selected vendor is not debarred from doing business with the State or Federal Government on any purchase or contract that is twenty- five thousand dollars ($25,000) or more. The purchaser shall verify using the EPLS website, Sam.gov.

XI. Enforcement

a. Internal Enforcement

Employees who violate the provisions of the PPP are subject to disciplinary action pursuant to the City of Lago Vista Personnel Manual.

b. Criminal Penalties for Violation of Competitive Bidding Laws

Purchasing strategies to avoid competitive bidding requirements are prohibited by state law. Texas Local Government Code, Section 252.062, states, "A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes separate, sequential, or component purchases to avoid competitive bidding requirements of Section 252.021." Section 252.001 defines these terms as follows:

i. Component Purchases means purchases of the component parts of an item that in normal purchasing practices would be purchased in one purchase.
ii. Separate Purchases means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.
iii. Sequential Purchases means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.

Texas Local Government Code Chapter 252 establishes criminal penalties for violation of procurement laws. It reads in pertinent part:

(a) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes Separate, Sequential, or Component purchases to avoid the competitive bidding requirement of Section 252.021. An offense under this subsection is a Class B misdemeanor.
(b) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates Section 252.021, other than by conduct described by Subsection (a). An offense under this subsection is a Class B misdemeanor.
(c) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates this chapter, other than by conduct described by Subsection (a) or (b). An offense under this subsection is a Class C misdemeanor.

c. Removal; Ineligibility

The final conviction of a municipal officer or employee for an offense under Local Government Code Section 252.062(a) or (b) results in the immediate removal from office or employment of that person.

For four years after the date of the final conviction, the remove officer or employee is ineligible:

i. To be a candidate for or to be appointed or elected to a public office in this state
ii. To be employed by the municipality with which the person served when the offense occurred; and
iii. To receive any compensation through a contract with that municipality

This section does not prohibit the payment of retirement or workers' compensation benefits to the removed officer or employee.

d. Injunction

If the contract is made without compliance with applicable State or local laws, it is void and the performance of the contract, including the payment of any money under the contract, may be enjoined by:

i. Any property tax paying resident of the municipality, or
ii. A person who submitted a bid for a contract for which the competitive sealed bidding requirement applies, regardless of residency, if the contract is for the construction of public works.

XII. Credit/Procurement Cards

a. Purpose

The purpose of the Credit/P-card Program is to provide the City with an efficient and controllable method of making small dollar commodity, service, and travel purchases. This program is to be used to procure low-value maintenance, repair, and operational expense items. By using the credit card, it will simplify the payment process and take advantage of the rebate program the card provider offers. The City will issue cards via the provider of its choice. This card policy is not intended to replace, but rather supplement existing purchasing petty cash, travel, and other City policies. The same restrictions that apply to other methods of purchasing also apply to the Credit cards.

b. Eligibility

If requested and approved by the City Manager, a Credit/P-card will be issued to each department and be the responsibility of the Department Head or his/her designee. Criteria for determining which departments should be issued a department card:

- Will the use of the Credit/P-Card enhance productivity?
- Will the use of a Credit/P-Card reduce paperwork?
- Will the Credit/P-Card be utilized regularly for the purchasing of authorized (budgeted) goods, supplies and services?

c. Usage

The card program is not intended to avoid or bypass the competitive bid requirements per Texas Local Government Code 252.021, appropriation of funds processes, approval, or payment processes. Rather, the program complements the existing processes. Expenditures may not exceed appropriations under current City policy. Each card will have a purchase limit. The limits for daily and monthly purchases on the Department Head Credit/P-Cards are set by the City Manager. In no case will limits exceed five thousand dollars ($5,000). Limits can be changed on a temporary or permanent basis when warranted and a written request is received by the Program Administrator or the Department Head.

Credit cards may be used for small dollar purchases which conform to the purchasing policy and that do not exceed the cards maximum limit.

Acceptable purchases are:

(a) maintenance and repair of equipment;
(b) operation expense items;
(c) registration fees;
(d) travel expenses (must adhere to the Travel Policy); and
(e) other items in that department's scope of business.

Purchase made on the card will be for City business only. The card is not a personal line of credit and must never be used for personal or private purchases of any nature. When in doubt as to whether a purchase is allowable under the City policy, the cardholder should either contact the Finance Department before making the purchase or make payment personally and seek reimbursement from the City afterwards. Please remember that reimbursements for any out-of-pocket purchase made without authorization is subject to the City Manager's approval.
Unauthorized purchases or use of the card in violation of this City policies are prohibited, and purchaser will be subject to disciplinary action.

d. Penalties for Improper Use

The card is to be used only by the department/cardholder to pay for non-personal transactions. Improper use of the card can be considered misappropriation of City funds and may result in disciplinary action up to and including termination of employment. Improper use will result in revoking the card. In addition, the cardholder is personally liable for payment for improper purchases, including those in excess of dollar amounts appropriated or authorized by the City and subject to criminal prosecution under the Travis County judicial system.

e. Duties and Responsibilities

i. Program Administrator

The program Administrator is the Finance Director or their designee. The Program Administrator manages the Credit/P-card Program and has the following responsibilities:

(a) establishing credit card accounts and limits;
(b) acting as the point of contact for any Credit Card Program questions;
(c) ensuring compliance with the Credit/P-card Policy and the Purchasing Policy;
(d) reviewing all credit card transactions monthly; and
(e) terminate cards as needed.

ii. Departmental Responsibility

The City Manager determines who will be issued a card and the monthly limits assigned. The Department Heads will also ensure that purchases are authorized and adhere to City policies. Departments may implement more stringent internal authorization procedures that must be followed in order to make purchases with the card. Department Heads are responsible for approving receipts and making sure the statements for each card are reconciled and turned in to

the Finance Department within fifteen (15) days of the statement date to facilitate timely payments.

iii. Cardholder

(a) The employee who is issued a card is called a "Cardholder" whether it is issued in their name or just in their custody (i.e., department card).
(b) Every transaction made using the Credit card must have corresponding backup in accordance with the Fiscal and Budgetary Policy and all other City of Lago Vista policies accounting system.
(c) Each Cardholder shall use the card only for authorized purchases. A hardcopy itemized receipt must be obtained from the vendor each time the card is used and be signed by the Cardholder. Online and telephone charges must also be documented by a receipt, so the Cardholder shall request the vendor send them a receipt.
(d) The Cardholder is responsible for immediately notifying the Credit card provider, their supervisor, and the Program Administrator if the card is lost or stolen.
(e) Each Cardholder must acknowledge receipt of the Credit card, understand the rules of usage, and sign the user agreement. Failure to abide by this Credit/P-card Policy may result in disciplinary action, up to and including termination of employee. The Cardholder will be required to reimburse the City for any unauthorized transaction.
(f) Upon resignation or termination of employment of a Cardholder, the Department Head shall notify the Program Administrator immediately, and the card shall be turned in to the Program Administrator.

f. Credit Card Provider

The Credit Card Provider will send the Cardholder and the City's Finance Department a billing statement once each month for all transactions that have taken place in the previous month's statement cycle. This statement can also be obtained online. The Cardholder is responsible for reconciling their respective statement, matching each transaction with a receipt as soon as it is received. If a transaction is listed which is not known to the Cardholder, the Cardholder is responsible for immediately notifying the Credit Card Provider and the Program Administrator of the disputed charge. It is imperative that each Cardholder promptly process the transactions and forward receipts to their supervisor. If a receipt is lost, a lost receipt form must be filled out and signed by the City Manager.

g. Transaction/Card Limits

Each individual credit card will have transactions and/or spending limits. The Chief Financial Officer in coordination with the Department Head has the authority to limit types of purchases, places for purchases, and hours of day purchases can be made on individual cards. The total purchase price as printed on the individual credit card receipt is known as the "transaction amount". The credit card may be limited by the merchant type, transaction amount, and monthly transaction limit. Each Cardholder will be set up with limits for each of these categories and will be made aware of the limits. A card transaction will be denied when swiped if the transaction exceeds any of the limits. The card transaction limits may not exceed those set in the policy guidelines.

h. Sales Tax

As a tax-exempt government agency, the City of Lago Vista does not pay sales tax. Cardholders will be provided a copy of the City's tax exemption certificate when requested. Cardholders are responsible for ensuring that the merchant does not include sales tax in the transaction if possible. In the event sales tax is charged, the cardholder is required to go back to the vendor/merchant to request a refund of the sales tax paid. If a refund is not possible, the cardholder is required to submit a memorandum monthly to the Finance Department that includes an explanation as to why the sales tax paid cannot be credited along with a copy of the receipts showing the sales tax paid.

i. Late Fees or Finance Charges

No late fees or finance charges shall be paid by the City under terms of procurement card program. If late fees or finance fees are incurred, the Department Head /Cardholder will be responsible for paying those fees.

j. Returns

Each Cardholder is responsible for coordinating returns with the vendor and making sure a proper credit slip is obtained. Credit shall be issued to the Cardholder's account. **Cash refunds are not allowed**.

k. Restrictions and Exemptions

Employees may not use the card for personal use or any activity not directly related to the task they are performing for the City, including but not limited to:

i. Any purchases of items for personal use.
ii. cash refunds or advances.
iii. any purchase of goods/services or from a merchant type not considered prudent or of good judgement;
iv. any purchases set up as reoccurring;
v. no purchases are to be processed through the employee's personal account online. You must establish a City account to process the purchase;
vi. any transaction amount greater than the Cardholder's transaction limit;
vii. items under contract unless an emergency exception is granted;
viii. alcohol or liquor of any kind. Patronization of bars, drinking places, and package stores must not be paid for with the credit card;
ix. in town meals without a proven business such as a City hosted event;
x. gifts to friends or relatives in lieu of meals and lodging;
xi. life travel accident insurance premiums;
xii. parking fines and traffic tickets;
xiii. clothing and clothing rental;
xiv. laundry, valet, or dry-cleaning charges;
xv. repairs or towing of personal vehicles;
xvi. babysitting / pet sitting;
xvii. expense for travel companions;
xviii. mini-bar refreshments or other snacks in addition to the meal reimbursement;
xix. separate, sequential, and component purchases or any transaction made with intent to circumvent the City Purchasing Policy or state law;

xx. any transactions that may cause or be perceived to cause damage to the City of Lago Vista's reputation and goodwill, and/or reflect poorly on the ethical and moral decision-making of the Cardholder, staff, and elected officials; or

xxi. any other purchase specifically excluded in the City Purchasing Policy

l. Documentation

Each Cardholder/department will maintain a purchasing log. The log records the transaction date, vendor name, the merchandise purchased, dollar value of sale, how the order was placed (via Internet, phone, fax, mail, or in person), citywide or individual contract number (if applicable), and purpose of purchase. A separate line is required for each purchase. An itemized receipt for each purchase should be stapled to the log to expedite reconciliation with the billing statement. The log must be reviewed and signed by the Department Head/Cardholder and submitted to Finance for review.

Personal Use Restriction

The card may not be used to pay spouse/family expenses incurred while traveling. Only City business expenses are allowable, and the Cardholder must pay personal expenses separately.

m. Obtaining a Credit Card

Steps to obtain a credit card:

1. Department Head submits a request in writing to the City Manager for a credit card who determines the appropriate monthly transaction limits.
2. The Program Administrator will request the Credit Card Provider to issue credit cards.
3. Upon receipt of the card, the Program Administrator will have the Cardholder sign the Credit Cardholder Agreement and
4. The Finance Department will provide training on proper use and limitations of City credit cards. The new Cardholder receives copies of:
   - Credit Cardholder Agreement
   - Credit Card Policy
   - Purchasing Policy
   - Travel Policy

n. Revocation of the Credit Card

The credit card is subject to revocation at any time at the discretion of the City Manager or Chief Financial Officer. When a card is revoked, changes are made online and take effect immediately. The City Manager or Chief Financial Officer are further authorized to temporarily suspend use of the card via electronic methods if unauthorized use is discovered and such use poses a threat to internal financial controls.

XIII. Travel Expense/Reimbursement

a. Purpose

The purpose of this administrative regulation is to establish the rules and procedures governing travel expenditures of salaried and non-salaried employees and public officers of the City of Lago Vista when on official travel for the City and to be in compliance with state law.

It is the City's policy to pay for, or reimburse, all reasonable and necessary expenses incurred by a City employee or City Official travels when the employee travels on City-related business in accordance with this policy.

b. Transportation

The most efficient and economical mode of travel must be used. Air travel arrangements are to be made by each department. Air travel must be booked at the most discounted fare basis whenever possible. When authorized an employee using a personal vehicle on City business shall be paid an amount per mile equivalent to the current IRS rate or shall be paid the equivalent of a coach airline fare, whichever results in the lower cost to the City. In instances of approved private vehicle use, reimbursement will also be made for mileage tolls and parking fees. Receipts are required for toll and parking fees, as well as for taxi cabs, limos, and other modes of transportation. The City will pay for rental vehicles upon written approval of the City Manager (or designee).

c. Travel Approval and Cash Advances

All travel and cash advances must be approved in advance by the employee's Department Head (or designee), unless otherwise stated in this policy. In addition, any travel out of state must be approved by the City Manager as set out below.

d. Lodging

Expenses for lodging are to be at the single room rate unless an employee is approved in advance for double occupancy. An itemized hotel receipt must be provided.

e. Meals

The City shall pay actual necessary food expenses for an employee or City official traveling on City business. Expenses for meals shall be reimbursed by per diem allowances. A per diem allowance equal to the greater of the State of Texas Travel Reimbursement Rates as published at https://fmx.cpa.texas.gov/fmx/travel/textravel/rates/current.php or fifty-nine dollars ($59.00) per day is authorized based on thirteen dollars ($13.00) for breakfast, fifteen dollars ($15.00) for lunch, twenty-six dollars ($26.00) for dinner and five dollars ($5.00) for incidentals.

f. Incidental Expenses

The City will reimburse for incidental expenses associated with lodging and meals when they are incurred for City business reasons. Examples of reimbursable incidental expenses include but are not limited to mandatory charges or mandatory service charges; telephone calls; toll charges; parking charges; repair charges for city-owned vehicles; and postage. Tips or gratuities over twenty percent (20%) and excess baggage charges for personal belongings are not reimbursable expenses. Allowances include taxes and tips and may be reduced by twenty-five percent (25%) for first and last days of travel.

g. Internet Expense

Only reasonable and necessary computer-related expenses for City business reasons will be reimbursed.

h. Non-Allowable Expenses

Expenses or charges for items listed in 11(k) above the following will normally not be reimbursed and must be paid for by the employees, nor will:

i. In-hotel pay television and movies
ii. Dry cleaning and laundry
iii. Health club and spas
iv. Expenses of a spouse or family members
v. Alcoholic beverages, or
vi. Other items of a personal nature

i. Request for Reimbursement and Return of Unexpended Funds

Upon return to the City, a complete accounting of all expenditures of City funds is to be filed within three (3) working days on the City's Expense Form. Receipts for all expenses, including hotel bills and registration fees, must be attached to the statement. Authorized expenses in excess of advance funds received will be reimbursed with proper approval.

j. Travel to Training

The current mileage reimbursement will be paid to City Officials and employees who must use their personal vehicles to travel to a training destination further than their designated work location or other City locations and/or facilities. Reimbursement will be made for miles driven from the normal work location or employee's home whichever is less. Actual mileage reading must be submitted for reimbursement. Employees will be paid for time traveling to and from training destinations. Travel time will be considered hours worked for the purpose of calculating overtime.

k. Expenses Not Covered in Policy

The City Manager's approval must be obtained prior to any expenditure of funds for items or charges which are not specifically addressed in the travel policy.

l. Exceptions

Employees who receive monthly automobile allowances are eligible for mileage reimbursements for out of city travel. Employees who travel in a city-owned vehicle will be reimbursed for the documented actual cost of fuel, oil, or other expenses related to the safe operation of the vehicle, which were necessary during the course of the employee's use of the vehicle on official business.

m. Compliance

Abuse of this policy, including falsifying expense reports or submitting false claims, will result in disciplinary action, up to and including termination of employment.

XIV. Glossary

Award -- Approval by the City Council, City Manager, or Department Head, under whose authority a purchase or purchase order is approved.

Best Value -- If the sealed competitive bidding requirement applies to the contract for goods or services, the contract may be awarded to the lowest, responsible bidder or to bidder who provides goods or services at the best value for the city. In determining the best value for the city, we may consider the following:

- purchase price;
- quality of the bidder's goods or services;
- the reputation of the bidders and the bidder's goods or services;
- the extent to which the foods or services meet the City's needs;
- the bidder's past relationship with the City;
- the impact on the ability of the city to comply with the laws and rules relating to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities;
- the total long-term cost to the City to acquire the bidder's goods or services, and
- any relevant criteria specifically listed in the request for bids or proposal.

Bid -- A complete, properly signed response to an Invitation for Bid. Which if accepted, would bind the Bidder to perform the resulting agreement.

Bidder -- A person, entity, or firm that submits a Bid, signed by an authorized representative, in response to an Invitation for Bid.

Change Order -- A document modifying information concerning goods and/or services, price, and/or quantities in an existing contract/purchase order; if the total amount of the contract/purchase order is increased by the change order; the change order may require approval by different authority than that used to approve the contract/purchase order and/or previous change orders. The total of all change orders cannot exceed twenty-five percent (25%)of the original contact/purchase order amount, per Local Government Code 252.048(d). Any changes greater than twenty-five percent (25%) will require a new solicitation.

City Council -- The elected officials of the City of Lago Vista, Texas given the authority to exercise such powers and jurisdiction of all City business as conferred by the City Charter and the State of Texas Constitution and Laws.

Competitive Bidding -- A process wherein a vendor openly competes with other vendors, through a formal or informal process, for the City's business.

Component Purchases -- Purchases of component parts of an item that in normal purchasing practices would be purchased in one purchase.

Contract -- A mutually binding legal document obligating the Vendor to furnish the goods. Equipment or services specified within the solicitation and obligating the City to compensate in accordance with the conditions of the Contract.

Contractor -- The successful vendor(s) awarded a contract by the City of Lago Vista.

Cumulative Purchases - Purchases within a commodity over a fiscal year that are used City wide.

Department Head – A person in authority within the department and is administratively responsible for its entire operations.

Department Supervisor – A person immediately in line after the Department Head who is responsible for monitoring and regulating the performance of delegated duties.

Emergency -- Purchases that are made to meet critical, unforeseen needs of the City, where the City's ability to serve the public would be impaired if the purchase is not made immediately. Emergency purchases are exempt from standard purchasing procedures and must qualify for exemption as stated in Local Government Code Section 252.022. Emergency purchases must follow the procedure set forth in this manual.

Goods -- A generic term that includes all types of property to be purchased by the City, equipment, supplies, materials, component, and repair parts.

Invitation to Bid/ Request for Bid -- A formal written document that requests from bidder as a firm price and delivery details for specified goods or services, An invitation to bid is always required when the anticipated level of expenditure will be greater than $50,000. It may be used anytime the City Manager deems it is justified.

Interlocal Agreement -- An agreement made between two governmental entities to purchase goods or perform governmental functions and services (such as purchasing, records management, police/fire protection, public health, etc.)

Personal Services -- Services provided to the City personally by a particular individual. This does not include Professional services.

Professional Services -- Services rendered by a person or firm that requires years of education and service for one to attain competence and which calls for higher order of intelligence, skill, and learning. (Mental or intellectual skills, rather than physical or manual) When the Request for Proposal is used for the selection of professional service as allowed in the Local Government Code 252.022(a)(4), the City shall comply with Government Code 2254.003 in the procurement of these services. The City shall not award a contract for these services based on competitive bids but shall make the selection and award on the basis of demonstrated competence and qualifications for fair and reasonable price. Fees must be consistent with and not higher than the recommended practices

and fees published by the applicable professional associations and may not exceed any maximum(s) provided by law.

Purchase -- An act that includes the acquisition of goods or services, to include the act of leasing personal or real property. Separate, sequential, and component purchases shall be treated as a single purchase.

Purchase Order -- A written document issued by the City to a vendor formalizing all the terms and conditions of a proposed transaction, to include but not limited to, a description of the requested item, delivery schedule, terms of payment, transportation, delivery location, price, quantity, and special instructions. The purchase order conveys to the vendor the authority to deliver and invoice the City for the goods and/or services for an agreed upon price.

Quotes --

- Verbal Quote - A verbal quote is obtained from a potential vendor that has the ability to provide the goods/services. This quote must include the individual's name, company name, phone number, and the dollar amount of the quote for the goods/services.
- Written Quote - The written quote is provided by the potential vendor that states the goods/services pricing as well as the delivery date/terms. This quote can be used as a reference when placing the order with the vendor.
- No Bid or Non-Responsive Bid - An opportunity was given to a potential vendor in which they have not responded or responded with a "no bid".

Request for Proposal (RFP) -- A formal written document (solicitation) requesting potential vendors to make an offer for goods or services to the City. The request for proposal method of procurement may be used for all goods and services. RFPs differ from bids in that the City is seeking a solution, as described in the document, not a bid/quotation meeting firm specifications for the lowest price. Proposals are evaluated based on criteria formulated around the most important features of a product or service, of which quality, testing, references, availability, or capability may be overriding factors, and the price is not the sole factor of the award. All requests for proposals is kept secret during negotiations until a contract is awarded.

Request for Qualifications (RFQs) -- A formal written document (solicitation) used when soliciting providers of architectural, engineering, and surveying services, and professional services. The City shall comply with Government Code 2254.004 in the procurement of these services. The City must first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications. After a firm has been selected based on qualifications and experience, then a fair and reasonable fee shall be negotiated. If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the City shall formally end negotiations with that firm and select the next most highly qualified firm and begin negotiations with that provider for a fair and reasonable price.

Requisition -- The source document for all purchasing activity. The form communicates a department's needs to the Purchasing Department and grants authorization to enter a contractual relationship for delivery of goods and/or services. A requisition is utilized for communicating internal requirements and should not be used by the departments for the order and delivery of

goods/or services. All documentation supporting the request for purchase should be attached to the requisition.

Separate Purchases -- Purchases made separately of items that in normal purchasing practices would be purchased in one purchase.

Sequential Purchases -- Purchases made over a period of time of items that in normal purchasing practices would be purchased in one purchase.

Services -- A generic term to include all work or labor performed for the City on an independent contractor basis, including maintenance, construction, manual, clerical, or professional services.

Sole Source -- Purchases of goods or services that are available from only one supplier. There may be just one vendor because of copyrights, or patents, or simply because the vendor is the only one that supplies the goods or services. These purchases are exempt from the standard bidding requirements and must qualify as outlined in Local Government Code 252.002.

Specifications -- Statements containing a detailed description of the terms of the contract, as well as a specific details for the goods and/or services. The details or specifications should be descriptive, but not restrictive.

Vendor -- Person or business enterprise providing goods, equipment, labor and/or services to the City as fulfillment of obligations arising from a contract or purchase order.

PURCHASING POLICIES AND PROCEDURES

CITY OF
LAGO VISTA
TEXAS

Adopted September 7, 2023
Amended September 19, 2024

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II. Introduction

City purchasing staff have the responsibility to obtain the most value for the tax dollar in a fair, efficient, and equitable manner. Sound purchasing guidelines contribute greatly to the economical and effective operation of the City and provide the public confidence and trust in government.

The mission of the City of Lago Vista Finance department is to procure quality goods and services necessary to provide the citizens with the services they expect at the best possible price within the guidelines of all applicable federal, state, and municipal purchasing laws, while complying with best practices and state procurement laws.

a. Purpose

The purpose of this Purchasing Policies and Procedures (PPP) Manual is to establish standard practices and procedures to create an efficient and effective purchasing program for the City of Lago Vista. The PPP Manual, as established by the City Manager and approved by the City Council, shall be a complete source of purchasing information and procedures for purchasing of all commodities, contractual services, and equipment. The PPP serves as a guide for those employees granted purchasing privileges in the name of the City of Lago Vista. The guidelines set forth apply to all personnel who participate in the actions and decisions relating to the procurement and are intended to provide a complete understanding of purchasing policies, procedures, and practices. Explanation of each department's responsibility and role in the procurement function is outlined below, as well as an overall summary of the entire purchasing process.

b. Purchasing Objective

The City shall promote and protect its governmental integrity. Public employees must, therefore, discharge their duties impartially to assure fair, competitive access to City procurement. Moreover, the City's officers, directors, and employees shall conduct themselves in a way that fosters public confidence in the integrity of the City.

The employees of the City responsible for purchasing must

i. purchase the proper goods or services to suit the City's needs;
ii. obtain the best possible price for the goods or services;
iii. have the goods or services available when and where the City needs them;
iv. assure a continuing supply of needed goods and services;
v. guard against misappropriation of City funds;
vi. facilitate cooperation with other governmental units;
vii. maximize competition from responsible bidders;
viii. safeguard public funds and receive the best value for the public dollar;
ix. refrain from use of public spending to enrich elected officials or City employees; and
x. refrain from making purchases for personal use in the City's name.

c. Governing Authority

This policy is adopted to enforce and require compliance with the below-listed current State of Texas and local and purchasing laws. Should there be a conflict between this document and state law, state law as amended controls.

- Texas Local Government Code Chapters 252 and 271;
- Texas Government Code Chapters 552, 791, 2251, 2252, 2253, Subchapter B, 2254; and 2269;
- The City of Lago Vista City Charter; and
- The City of Lago Vista Code of Ordinances.

Regardless of the expenditure and applicability of state competitive bidding requirements, it is the policy of the City to see competition that produces the highest quality of goods and services at the lowest possible price.

III. Duties and Responsibilities

a. City Council

Except for emergency purchases, the purchase of items or services more than fifty thousand dollars ($50,000) shall require prior approval of the City Council. The City Council shall endeavor to hold an emergency meeting to authorize emergency purchases where feasible, otherwise, emergency purchases shall be submitted to the City Council for ratification. Emergency purchases in excess of fifty thousand dollars ($50,000) shall be limited to incidents that threaten public health, safety or damage to persons or property or in those situations in which inaction shall present a substantial financial loss to the City and all other exemptions stated in Texas Local Government Code Government Code Chapter 252. All contracts and /or expenditures more than fifty thousand dollars ($50,000) must be approved in advance by City Council regardless of the procurement method. This applies to: Purchase(s) made in the same fiscal year from the same vendor for the same goods or services that total over fifty thousand dollars ($50,000); and A contract that is executed for more than fifty thousand dollars ($50,000) regardless of term.

b. City Manager

The purchase of items five thousand dollars ($5,000) up to fifty thousand dollars ($50,000) shall require approval from the City Manager. The ultimate responsibility for all purchases for the City of Lago Vista is held by the City Manager. The City Manager shall propose rules and regulations for approval by the City Council for the purchase and procurement of all goods and services, which shall be followed by all City employees.

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The City Manager possesses the sole authority for any deviation from purchasing regulations. If improper purchasing practices occur, the City Manager may take disciplinary action upon the individual and/or department. Disciplinary action shall be in the form of restricted purchasing privileges, restitution, suspension, termination, or any other action deemed appropriate by the City Manager.

The City manager shall determine the purchasing authority limits of all Department Heads and other employees on a case-by-case basis; however, under no circumstances shall that authority exceed five thousand dollars ($5,000).

c. Legal

The City Attorney provides legal advice and guidance on purchasing law and regulation and will prepare formal correspondence if needed.

d. Finance Department

The Finance Department is responsible for procurement of goods and services obtained by quotes, price agreements, and inter-local agreements. The department is also responsible for:

i. ensuring statutory compliance by the City with all applicable laws and regulations;
ii. ensuring City departments receive prompt delivery of goods and services requested through inter-local agreements, request for quotes, and price agreements;
iii. developing and maintaining reliable alternate sources of supply and a competitive atmosphere in pricing and performance by vendors;
iv. assisting departments in planning purchases for submission in the annual budget process;
v. where possible and practical, may combine purchases of similar items to allow for better pricing and establish a more competitive atmosphere;
vi. coordinating and assisting purchasing with various departments supplies, materials, and contractual services for the City;
vii. expediting goods and services in normal and emergency situations by utilizing known cooperative purchasing contracts, vendor contacts and services;
viii. joining with other governmental agencies in cooperative purchasing plans when it is in the best interest of the City; and
ix. ensuring the expenditures of City funds are conducted in such a manner that all transactions will pass audits with respects to State, Federal, and City procurement regulations.

e. Department Head

Department Heads are responsible for ensuring that all personnel in their department are knowledgeable of and fully understand the purchasing procedures established by the PPP Manual. By following the requirements established in the PPP Manual, Department Heads will assist by giving sufficient lead time to obtain proposals, quotations, or bids for goods and services requested by the departments so that the goods and services may be delivered by the requested due date.

Through proper planning of purchases, each department will be able to realize savings through competition between vendors and minimize the potential for shortages of commodities and materials.

In accordance with the PPP, the Department Head shall:

i. inform and support departmental personnel on the requirements of the PPP and ensure adherence;
ii. communicate needs for supplies, equipment, and materials to the city manager;

iii. communicate requests for services and goods with enough lead time so that procurements can be made using applicable purchasing policy procedures.
iv. utilize effective material requirements planning to maximize efficiency for City procurement;
v. provide accurate and complete information on items requested and timely preparation of requisitions;
vi. prepare item descriptions, specifications, or statements of work to assist in negotiation of materials, supplies, services, or equipment of a technical or unusual nature requested, and suggest possible sources of supply;
vii. designate certain employees with authority to prepare requisitions and make requests for purchase of certain items; and
viii. inspect or supervise the inspection of materials, supplies, services, and equipment delivered and determine acceptableness of their quality, quantity, and conformance with specifications as requested.

Finance Department will maintain a list of personnel authorized to make purchases. It is the responsibility of the Department Heads to make additions or deletions to that list as needed.

f. Department Supervisor

Each Department Head has the authority and is authorized to delegate purchasing authority to supervisors for purchases of three thousand dollars ($3,000) or less. All invoices shall be signed by the supervisor or department designee and/or submitted to the Department Head who will return the invoice to the Accounts Payable office.

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IV. Ethics

a. Employee Code of Ethics

In accordance with the City's Ethics Policy as codified in the Code of Ordinances, amended, no Officer, City Official or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, or be financially interested directly or indirectly in the sale to the City of any land, materials supplies, or services, except on behalf of the City as an officer or employee. Any knowing and willful violation of this Section shall constitute malfeasance in office and any officer or employee determined to have violated this section in the sole discretion of the City Manager shall be removed from his office or position. Any violation of this Section with the knowledge, expressed or implied, of the person or corporation contracting with the governing body of the City shall render the contract involved void per the City of Lago Vista Home-Rule Charter, Article XI, Section 11.04.

By participating in the purchasing process, employees of the City of Lago Vista agree to:
i. avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications;
ii. demonstrate loyalty to the City by diligently following the lawful instructions of the employer, using reasonable care of the authority granted;
iii. refrain from any private business or professional activity that would create a conflict between personal interests and the interest of the City;

iv. refrain from soliciting or accepting money, loans, credits, prejudicial discounts, and the acceptance of gifts, entertainment, favors or services from present or potential suppliers per City of Lago Vista Home-Rule Charter, Article XI, Section 11.06 and the City's Ethics Policy.
v. avoid dispensing special favors or privileges to anyone, whether as payment for services or not; and refrain from acceptance for self or family members favors or benefits under circumstances which might be construed by a reasonable person as influencing the performance of your employment duties;
vi. engage in no business with the City, directly or indirectly, which is inconsistent with the conscientious performance of Governmental duties;
vii. handle confidential or proprietary information of the City or suppliers with due care and proper consideration of ethical and legal ramifications;
viii. never use any information gained confidentially in the performance of job-related duties as a means of making private profit;
ix. promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle;
x. know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions;
xi. expose corruption and fraud wherever discovered; and
xii. uphold these principles, ever conscious that public office is a public trust.

b. Vendor Code of Ethics

City of Lago Vista is committed to a procurement process which fosters fair and open competition, while conducting business under the highest ethical standards and fostering the public trust. To achieve these purposes, City requires each vendor who seeks to do business with the City to subscribe to the following Code of Ethics. A Vendor:

i. Shall not submit a bid or proposal that is not competitive, consistent, and appropriate for the specifications submitted;
ii. shall not discuss with other vendors intending to bid on the same contract or similar City contract for the purpose of limiting competition.
iii. shall not make any attempt to induce any individual or entity to submit or not submit a bid proposal;
iv. shall not disclose the terms of its bids or proposal, directly or indirectly, to any other competing vendor prior to the bid proposal closing date and time;
v. will completely perform any contract awarded at the contracted price pursuant to the terms set forth in the contract;
vi. will submit timely, accurate and appropriate invoices for goods and/or services performed under the contract;
vii. will not offer or give any gift, item, or service of value, directly or indirectly, to a City employee, employee family member, or other vendors contracted by the City; and
viii. A Vendor will not cause, influence, or attempt to cause or influence, any City employee or City Official, which might tend to impair his/her objectivity or independence of judgment; or to use, or attempt to use his/her official position to secure any unwarranted privileges or advantages for that vendor or for any other person.

Any vendor who violates the code of ethics is subject to being barred from use by the City of Lago Vista.

V. Gifts and Gratuities

Before accepting any gift, the employees will need to consider whether the gift complies with the limitations set forth in the City of Lago Vista Ethics Policy and Employee Handbook. A City employee may not solicit or accept any benefit, gift favor, funds, or service they know, or suspect is offered to influence their official conduct. The employee may accept unsolicited advertising or promotional materials such as pens, pencils, note pads, calendars, and other items of cumulative value less than fifty dollars ($50.00). Employees should use their judgement but, should refuse gifts that a reasonable person may believe could have the appearance of impropriety or influence.

VI. General Purchasing Procedures

a. Signatory Authorities and Approval Thresholds

The City is required to follow the bidding or proposal procedures outlined in the *Local Government Code Chapter 252*, when making an expenditure of more than fifty thousand dollars ($50,000). The City Council has the authority or may designate the authority to commit funds. Following is the delegable authority as approved by the City Council or City Manager as appropriate:

i. $0 - $3,000 = Supervisors
ii. $0 - $4,999 = Department Head
iii. $0 - $50,000 = City Manager
iv. $50,001 and Above = City Council

All contracts and /or expenditures more than fifty thousand dollars ($50,000) must be approved in advance by City Council regardless of the procurement method. This applies to: Purchase(s) made in the same fiscal year from the same vendor for the same goods or services that total over fifty thousand dollars ($50,000); and A contract that is executed for more than fifty thousand dollars ($50,000) regardless of term.

Authority to sign contracts or agreements approved by the City Council on behalf of the City is granted to the City Manager. This applies to all types of documents including, but not limited to purchase requisitions, contracts for services, leases, rental agreements, service/maintenance agreements, facility use agreements, etc.

Employees delegated authority to make and approve purchases will be held accountable for ensuring that each purchase is made in accordance with this policy and all applicable federal, state, and local law, procedures, directions, and good business practices. The delegation of authority to obligate the city for purchases under $50,000 is not assignable to others without the express and written consent of the City Manager.

Expenses should be made with budgeted funding. If an expenditure is not budgeted within the fiscal year, the expenditure should be brough to the City Council for a budget amendment.

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b. Purchasing Limits at a Glance

Dollar Amount	Forms	Supervisor	Department Head	City Manager	City Council
$3,000 or less	Invoice	✓			
$ 3,001 - $5,000	Purchase Order		✓		
$5,001 - $50,000	Contract and/or Purchase Order			✓	
$50,001+	Formal Solicitation and Requisition				✓
Emergency Purchase	Emergency Purchase Summary			✓ $50,000 or less	✓ $50,001 +

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c. Purchasing Process

Purchases $3,000 and under no quotes are required, though efforts must be made to obtain the best value purchase for the City, while also utilizing our local preference program.

i. All purchases of more than three thousand dollars ($3,000) shall be made by Purchase Order. Quotes will need to be obtained from three (3) vendors for purchases over $3,000. Exceptions include:
   - Emergency Purchases as stated in Texas Local Government Code Government Code Chapter 252.
   - Single Source Contracts
   - Captive Equipment
   - Unforseen damage to public machinery, equipment, or other property.
   - Renewable Contracts, Maintenance Agreements, memberships.
   - Ongoing necessary costs, i.e. utilities, phone services, postage, internet, etc.

ii. Purchasing requisitions will be initiated by City departments and used to generate a Purchase Order. The Department Head or their designee shall approve all requisitions prior to submittal to the Finance Department.

iii. A purchase requisition must clearly and accurately represent the following requirements:
   - Company Name or suggested vendor
   - Date
   - Quantity and unit of item(s)
   - Description of goods or services ordered
   - Unit price
   - Discount (if applicable)
   - Prices extended and total

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<#>Single Source Contracts¶
<#>Captive Equipment ¶
<#>Unforseen damage to public machinery, equipment, or other property.¶
<#>Renewable Contracts, Maintenance Agreements, memberships.¶
Ongoing necessary costs, i.e. utilities, phone services, postage, internet, etc…

- Freight and/or delivery (if applicable)
- Account to be charged

d. Requisition Process

No ordering of goods and services of three thousand dollars ($3,000) or more will be processed through the Finance Department without a requestion.

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e. Payment of Vendors

When the goods or services are received by the requesting department, the department must submit the original invoice attached to the Purchase Order to the Finance Department to ensure timely payment. Invoices will be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all discounts, when possible.

f. Tax Exemptions

The City of Lago Vista is exempt from payment of sales and use taxes under Texas Tax Code Chapter 151, for the purchase of tangible personal property. Any use of the City's tax exemption certificate for personal purchase is prohibited and a violation of criminal law. Anyone using the City's tax exemption certificate for personal purchase may be subject to prosecution under Texas Penal Code, Chapter 39, Abuse of Office. The Texas Sales Tax Exemption Certificate may be requested from the Finance Department.

g. Capitalized Fixed Assets

A capitalized fixed asset is tangible and intangible property that the City can leverage as a resource in providing services to the residents and inhabitants of the City. A capitalized fixed asset includes but is not limited to land, infrastructure, buildings, furniture and fixtures, motor vehicles and equipment with a cost of five thousand dollars ($5,000) or more and a useful life of more than two (2) years.

Capitalized fixed assets are acquired for use in normal operations and can be sold as surplus after designated by the City Council at the end of its useful life. These assets are long term in nature and are subject to depreciation. Capitalized assets and projects should be charged to a capital project asset account.

h. Formal Solicitation Procedure/ Competitive Bidding/Competitive Proposals

Contracts shall be awarded by competitive sealed bidding for any solicitation that is projected to exceed fifty thousand dollars ($50,000) unless a specific exemption applies and is documented. State law requires a formal, competitive process for purchases of more than fifty thousand dollars ($50,000) per Texas Local Government Code Government Code Chapter 252. Care should be taken, and legal advice sought where appropriate, to verify whether one of the sixteen (16) general exemptions delineated in Section 252.022 applies to the purchase or solicitation.

i. Specifications and Announcement

The requesting Procurement Manager will issue the correct type of solicitation (Invitation for Bid-IFB, Request for Proposals (RFP) or Request for Qualifications-RFQ). The

solicitation must be published in accordance with Local Government Code Section 252.041 and posted on the City Website. Any bids or proposals that allow for electronic submission must follow the City's Ordinance regarding this process. The Procurement Manager will also send the package to the vendors on available distribution lists and vendors recommended by the requesting department. While the solicitation is in the vendor's hands, no communication between any responding vendor and any city staff or city council member, except the Procurement Manager and the Legal Department will be allowed concerning the outstanding solicitation. Any contact concerning the solicitation with staff or city council may be grounds for disqualification of a vendor's response. Communication for business not concerning the solicitation is acceptable.

ii. Bid Opening, Evaluation and Award

The Procurement Manager will execute the bid opening. A tabulation of the responses will be created and will delineate the response containing best value for the City. The contract, after review and approval by the City attorney if necessary, must be awarded to the lowest responsible bidder or to the bidder who provides goods and services at the best value for the municipality, The terms and conditions of the solicitation must indicate the criteria and corresponding weight for each criterion that will be used in the evaluation as per Texas Local Government Code 252.043. The criteria may include but are not limited to

- purchase price;
- reputation of the bidder;
- quality of the proposed goods or services;
- extent to which the goods or services meet the municipality's needs;
- bidder's past relationship with the municipality;
- impact on the ability of the municipality to comply with laws and rules relating to contracting with HUB and nonprofit organizations employing persons with disabilities;
- long-term cost to the municipality to acquire the bidder's goods or services; or
- any relevant criteria specially listed in the solicitation.

After final negotiation, if necessary, the purchase and contract must be approved by the City Council. Department Head shall prepare the Executive Summary to present to the City Council.

If contract extensions are included in the solicitation, these should also be included in the City Council agenda item so the contract can be renewed without having to go back to the City Council for approval. Department Head will issue a formal letter to the vendor when renewing a contract and the vendor has the right to refuse the extension, a copy of the letter of contract extension must be placed in the contract and bid files.

iii. Change Orders

After the award of the contract, if the City requests an alteration in the scope of work, a Change Order may be issued to the contract that involves an increase or decrease to the scope of work or amount. All Change Orders must be in writing and signed off by the Department Head or City Manager. A change order is required if, after the contract has been executed, one or more of the following events occur:

- Changes in plans or specifications are necessary, or
- It is necessary to increase or decrease the quantity of work of materials, equipment

or supplies to be furnished.

Material changes in the scope, quantities or related work may not be made. A material change is defined as substantial revisions. Department Heads may approve written change orders to contracts within their supervision in the amounts up to five thousand ($5,000) per change order.

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The City Manager may approve written Change Orders to all contracts in the amounts of fifty thousand dollars ($50,000) or less up to an aggregate total for the entire contract of fifty thousand dollars $50,000). Any change orders increasing the total contract to more than fifty thousand dollars ($50,000+) must be approved by City Council and every Change Order thereafter must go to City Council unless the Council has given a specified amount to not exceed.

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However, the sum of all approved Change Orders, regardless of amount, may not exceed twenty-five percent (25%) of the original, total contract amount. Any change greater than twenty-five percent (25%) will require a new solicitation, as per Texas Local Government Code 252.048(d). Change Orders to construction contracts must comply with Texas Local Government Code Section 271.060 .

VII. Contract Management

City Departments will send the original of all contracts to the City Secretary and a copy to the Finance Department for entering into the City's financial system. All change orders, authorization of change in services, and final payment requests will be provided to the Finance Department for review for contract compliance and for further processing. For contacts utilizing Federal funds, contractor oversight will comply with 2 CFR 200.318b. The City Manager is responsible for the settlement of all contractual and administrative issues arising out of procurements.

For all contracts that require approval by City Council, the Finance Department will maintain all Certificates of Interested Parties Form 1295 and all non-disclosure statements for any employee or participant involved in the creation of specifications, evaluation of bid/proposal or award of contract.

VIII. Legal Requirements

a. Historically Underutilized Businesses

If the City is processing a Request for Quote of more than three thousand dollars ($3,000) but less than fifty thousand dollars ($50,000), per Texas Local Government Code, Section 252.0215, at least two (2) HUB vendors need to be contacted on a rotating basis. Historically Underutilized Business (HUB) vendors are identified through the State of Texas Comptroller's Centralized Master Bidders List (CMBL) – HUB Directory Search for Williamson and Travis County by commodity code.

b. Debarment Verification

The Finance Department will perform a debarred vendor check to ensure that the selected vendor is not debarred from doing business with the State or Federal Government for any one-time

purchase or contract that is twenty-five thousand dollars ($25,000) or more.

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IX. Items That Do Not Require Competitive Bidding or Competitive Proposals

Texas law specifically exempts certain types of contracts from the competitive bidding process. Texas Local Government Code Section 252.022 lists sixteen (16) types of expenditures that are not subject to the competitive bidding or competitive proposal requirements. Such goods and services may be acquired by the issuance of a purchase order or execution of a contract.

a. Emergency Purchases

Emergency Purchases are made to meet critical, unforeseen needs of the City. This can occur as a result of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality. Valid Emergencies are also those that occur as a result of the breakdown of equipment which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. (Texas Local Government Code Section 252.022 (a)(1),(2) and (3).)

Create a form, file, and general ledger subaccount to track emergency purchases.

b. Personal, Professional or Planning Services

i. Personal Services: Personal services includes only those services which are performed personally by the individual who contracted to perform them, and the contract should mainly pay for the labor of the individual providing the service, not for such things as insurance or materials.

ii. Professional services: Professional services have been described as those services which are mainly mental or intellectual rather than physical or manual. The Texas Government Code Section 2254.002 lists ten (10) types of services that constitute professional services for purposes of State and local contracts and funds management. These include accounting, architecture, landscape architecture, land surveying, medicine, optometry, professional engineering, real estate appraising, professional nursing and forensic science. Cities have also used this exception to hire attorneys. The City may not select a provider of professional services, group, or association of providers or award a contract for the services based on competitive bids submitted for the contract or for the services but, shall make the selection and award based on demonstrated competence and qualifications to perform the services for a fair and reasonable price. The professional fees under the contract must be consistent with and not higher than the recommended practices and fees published by the applicable professional associations and may not exceed any maximum provided by law (Texas Government Code 2254.002 and 2254.003.) If the City cannot negotiate a satisfactory contract with the most highly qualified provider, then the City shall formally end negotiations with that provider, select the next most highly qualified provider and attempt to negotiate a contract with that provider at a fair and reasonable price.

iii. Planning Services: Planning Services is defined in Texas Local Government Code Section 252.001(5) as services primarily intended to guide governmental policy to ensure the orderly and coordinated development of the state or of municipal, county, metropolitan or regional land areas.

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c. Work performed and paid for by the day as work progresses

The Texas Government Code Section 2254.002 specifically excepts from bidding requirements, work that is performed and paid for by the day as the work progresses. The Contract may not pay for work to be performed in the future regardless of whether the contract is performed and paid for on a daily basis.

d. Lease or Purchase of land or a right-of-way

In accordance with Texas Government Code Section 2254.002, the purchase of land or right-of-way is exempt from competitive bidding requirements. However, this exemption does not apply to the ***sale*** of real property. Subject to certain exceptions in Texas Local Government Code Chapter 272, the sale of real property can be accomplished in any of three ways: 1. Notice and bidding procedures under Section 272.001; 2. Public Auction in accordance with Texas Local Government Code Chapter 253; or 3. The use of a broker (on MLS for 30 days) Texas Local Government Code Chapter 253.

Section 272.001(b) lists seven exceptions to the notice and bidding requirements: (1) narrow strips of land, or land that because of its shape, lack of access to public roads, or small area cannot be used independently under its current zoning or under applicable subdivision or other development control ordinances; (2) streets or alleys, owned in fee or used by easement; (3) land or a real property interest originally acquired for streets, rights-of-way, or easements that the political subdivision chooses to exchange for other land to be used for streets, rights-of-way, easements, or other public purposes, including transactions partly for cash; (4) land that the political subdivision wants to have developed by contract with an independent foundation; (5) a real property interest conveyed to a governmental entity that has the power of eminent domain; (6) a municipality's land that is located in a reinvestment zone designated as provided by law and that the municipality desires to have developed under a project plan adopted by the municipality for the zone; or (7) a property interest owned by a defense base development authority established under Chapter 378, Local Government Code.

e. Sole source purchases

Sole Source purchases are items that are available from only one source including:

i. items that are available from one source because of patents, copyrights, secret processes, or natural monopolies;
ii. films, manuscripts, or books;
iii. gas, water, and other utility services;
iv. captive replacement parts or components for equipment;
v. books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and
vi. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.

Sole source purchases over fifty thousand dollars ($50,000) must be approved by City Council.

f. Purchase of rare books, papers and other library materials for a public library

Competitive bidding is not required for the purchase of books, papers, and other materials for a public library if those books, papers, or other materials are available only from the persons holding exclusive distribution rights to the materials. Additionally, competitive bidding requirements do not apply to the purchase of rare books, papers and other rare library materials for a public library.

g. Paving, Drainage, Street widening, and other public improvements, or related matters

This exception only applies if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements, for example, if the streets are paid with PID funds or by assessments collected by an HOA or POA.

h. Certain public improvements

This exception applies only to those public improvement projects, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voter.

i. Developer participation projects

This exception requires payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212.

j. Personal property sold

This exception applies to property that is sold (A) at an auction by a state licensed auctioneer; (B) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code; (C) by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or (D) under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391.

Otherwise, the lease or lease/purchase of personal property procured by other methods must comply with the competitive bidding or proposal requirements if the expenditure is $50,000 or more.

k. Services performed by blind or severely disabled persons

Competitive bidding does not apply to the purchase of services performed by blind or severely disabled persons.

l. Goods purchased by a municipality for subsequent retail sale by the municipality

m. Gas, Electricity, water and other utility services

Competitive bidding is not required for the purchase of gas, water and other utility services if those services are available from only one source. The competitive bidding requirements do not apply to an expenditure for electricity.

n. Advertising, other than legal notices

Competitive bidding is not required for advertising by a city, other than legal notices.

o. Cooperative Purchasing

Cooperative Purchasing allows entities to order under established contacts without additional formal bidding. The City of Lago Vista, as a government entity, is eligible to participate in cooperative purchasing programs, provided the contracts were competitively advertised and awarded; no additional justification or bidding is required.

When purchasing advertised goods or services through a request for bids/RFP; if the goods are of a nature and character that it is feasible and advantageous to require discounts or special prices for other interested government entities as well as the City, Purchasing shall include a Cooperative Purchasing Clause requiring vendors to agree to make their prices available to other entities who enter into a Interlocal/ Cooperative Purchasing Agreement with the City.

All Interlocal/Cooperative purchasing Agreements, whether entered by the City with another government entity or local cooperative organization, or vice versa, must be approved by the City Council.

X. Grants Compliance

Once a grant has been approved following the City's Grants Compliance Guidelines, expending approved grant funds requires the City to follow Section 8, Uniform Guidance - Federal Procurement Rules, 2 CFR 200.320. In most cases the City's purchasing thresholds are more conservative than the Federal purchasing thresholds. However, purchasing guidelines for each grant are unique and must be reviewed in advance of collecting bids, proposals, or quotes. The requirements may include but are not limited to Davis-Bacon Wage Determination, National Environmental Policy Act, National Historic Preservation Act, Solid Waste Disposal Act, Buy-American initiative, E-Verify, and other requirements outlined in the Grant Submission instructions.

The Finance Department will perform a debarred vendor check to assure that the selected vendor is not debarred from doing business with the State or Federal Government on any purchase or contract that is twenty- five thousand dollars ($25,000) or more. The purchaser shall verify using the EPLS website, Sam.gov.

XI. Enforcement

a. Internal Enforcement

Employees who violate the provisions of the PPP are subject to disciplinary action pursuant to the City of Lago Vista Personnel Manual.

b. Criminal Penalties for Violation of Competitive Bidding Laws

Purchasing strategies to avoid competitive bidding requirements are prohibited by state law. Texas Local Government Code, Section 252.062, states, "A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes separate, sequential, or component purchases to avoid competitive bidding requirements of Section 252.021." Section 252.001 defines these terms as follows:

i. Component Purchases means purchases of the component parts of an item that in normal purchasing practices would be purchased in one purchase.
ii. Separate Purchases means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.
iii. Sequential Purchases means purchases, made separately, of items that in normal purchasing practices would be purchased in one purchase.

Texas Local Government Code Chapter 252 establishes criminal penalties for violation of procurement laws. It reads in pertinent part:

(a) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes Separate, Sequential, or Component purchases to avoid the competitive bidding requirement of Section 252.021. An offense under this subsection is a Class B misdemeanor.
(b) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates Section 252.021, other than by conduct described by Subsection (a). An offense under this subsection is a Class B misdemeanor.
(c) A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates this chapter, other than by conduct described by Subsection (a) or (b). An offense under this subsection is a Class C misdemeanor.

c. Removal; Ineligibility

The final conviction of a municipal officer or employee for an offense under Local Government Code Section 252.062(a) or (b) results in the immediate removal from office or employment of that person.

For four years after the date of the final conviction, the remove officer or employee is ineligible:

i. To be a candidate for or to be appointed or elected to a public office in this state
ii. To be employed by the municipality with which the person served when the offense occurred; and
iii. To receive any compensation through a contract with that municipality

This section does not prohibit the payment of retirement or workers' compensation benefits to the removed officer or employee.

d. Injunction

If the contract is made without compliance with applicable State or local laws, it is void and the performance of the contract, including the payment of any money under the contract, may be enjoined by:

i. Any property tax paying resident of the municipality, or
ii. A person who submitted a bid for a contract for which the competitive sealed bidding requirement applies, regardless of residency, if the contract is for the construction of public works.

XII. Credit/Procurement Cards

a. Purpose

The purpose of the Credit/P-card Program is to provide the City with an efficient and controllable method of making small dollar commodity, service, and travel purchases. This program is to be used to procure low-value maintenance, repair, and operational expense items. By using the credit card, it will simplify the payment process and take advantage of the rebate program the card provider offers. The City will issue cards via the provider of its choice. This card policy is not intended to replace, but rather supplement existing purchasing petty cash, travel, and other City policies. The same restrictions that apply to other methods of purchasing also apply to the Credit cards.

b. Eligibility

If requested and approved by the City Manager, a Credit/P-card will be issued to each department and be the responsibility of the Department Head or his/her designee. Criteria for determining which departments should be issued a department card:

- Will the use of the Credit/P-Card enhance productivity?
- Will the use of a Credit/P-Card reduce paperwork?
- Will the Credit/P-Card be utilized regularly for the purchasing of authorized (budgeted) goods, supplies and services?

c. Usage

The card program is not intended to avoid or bypass the competitive bid requirements per Texas Local Government Code 252.021, appropriation of funds processes, approval, or payment processes. Rather, the program complements the existing processes. Expenditures may not exceed appropriations under current City policy. Each card will have a purchase limit. The limits for daily and monthly purchases on the Department Head Credit/P-Cards are set by the City Manager. In no case will limits exceed five thousand dollars ($5,000). Limits can be changed on a temporary or permanent basis when warranted and a written request is received by the Program Administrator or the Department Head.

Credit cards may be used for small dollar purchases which conform to the purchasing policy and that do not exceed the cards maximum limit.

Acceptable purchases are:
(a) maintenance and repair of equipment;
(b) operation expense items;
(c) registration fees;
(d) travel expenses (must adhere to the Travel Policy); and
(e) other items in that department's scope of business.

Purchase made on the card will be for City business only. The card is not a personal line of credit and must never be used for personal or private purchases of any nature. When in doubt as to whether a purchase is allowable under the City policy, the cardholder should either contact the Finance Department before making the purchase or make payment personally and seek reimbursement from the City afterwards. Please remember that reimbursements for any out-of-pocket purchase made without authorization is subject to the City Manager's approval.
Unauthorized purchases or use of the card in violation of this City policies are prohibited, and purchaser will be subject to disciplinary action.

d. Penalties for Improper Use

The card is to be used only by the department/cardholder to pay for non-personal transactions. Improper use of the card can be considered misappropriation of City funds and may result in disciplinary action up to and including termination of employment. Improper use will result in revoking the card. In addition, the cardholder is personally liable for payment for improper purchases, including those in excess of dollar amounts appropriated or authorized by the City and subject to criminal prosecution under the Travis County judicial system.

e. Duties and Responsibilities

i. Program Administrator

The program Administrator is the Finance Director or their designee. The Program Administrator manages the Credit/P-card Program and has the following responsibilities:
(a) establishing credit card accounts and limits;
(b) acting as the point of contact for any Credit Card Program questions;
(c) ensuring compliance with the Credit/P-card Policy and the Purchasing Policy;
(d) reviewing all credit card transactions monthly; and
(e) terminate cards as needed.

ii. Departmental Responsibility

The City Manager determines who will be issued a card and the monthly limits assigned. The Department Heads will also ensure that purchases are authorized and adhere to City policies. Departments may implement more stringent internal authorization procedures that must be followed in order to make purchases with the card. Department Heads are responsible for approving receipts and making sure the statements for each card are reconciled and turned in to

the Finance Department within fifteen (15) days of the statement date to facilitate timely payments.

iii. Cardholder

(a) The employee who is issued a card is called a "Cardholder" whether it is issued in their name or just in their custody (i.e., department card).
(b) Every transaction made using the Credit card must have corresponding backup in accordance with the Fiscal and Budgetary Policy and all other City of Lago Vista policies accounting system.
(c) Each Cardholder shall use the card only for authorized purchases. A hardcopy itemized receipt must be obtained from the vendor each time the card is used and be signed by the Cardholder. Online and telephone charges must also be documented by a receipt, so the Cardholder shall request the vendor send them a receipt.
(d) The Cardholder is responsible for immediately notifying the Credit card provider, their supervisor, and the Program Administrator if the card is lost or stolen.
(e) Each Cardholder must acknowledge receipt of the Credit card, understand the rules of usage, and sign the user agreement. Failure to abide by this Credit/P-card Policy may result in disciplinary action, up to and including termination of employee. The Cardholder will be required to reimburse the City for any unauthorized transaction.
(f) Upon resignation or termination of employment of a Cardholder, the Department Head shall notify the Program Administrator immediately, and the card shall be turned in to the Program Administrator.

f. Credit Card Provider

The Credit Card Provider will send the Cardholder and the City's Finance Department a billing statement once each month for all transactions that have taken place in the previous month's statement cycle. This statement can also be obtained online. The Cardholder is responsible for reconciling their respective statement, matching each transaction with a receipt as soon as it is received. If a transaction is listed which is not known to the Cardholder, the Cardholder is responsible for immediately notifying the Credit Card Provider and the Program Administrator of the disputed charge. It is imperative that each Cardholder promptly process the transactions and forward receipts to their supervisor. If a receipt is lost, a lost receipt form must be filled out and signed by the City Manager.

g. Transaction/Card Limits

Each individual credit card will have transactions and/or spending limits. The Chief Financial Officer in coordination with the Department Head has the authority to limit types of purchases, places for purchases, and hours of day purchases can be made on individual cards. The total purchase price as printed on the individual credit card receipt is known as the "transaction amount". The credit card may be limited by the merchant type, transaction amount, and monthly transaction limit. Each Cardholder will be set up with limits for each of these categories and will be made aware of the limits. A card transaction will be denied when swiped if the transaction exceeds any of the limits. The card transaction limits may not exceed those set in the policy guidelines.

h. Sales Tax

As a tax-exempt government agency, the City of Lago Vista does not pay sales tax. Cardholders will be provided a copy of the City's tax exemption certificate when requested. Cardholders are responsible for ensuring that the merchant does not include sales tax in the transaction if possible. In the event sales tax is charged, the cardholder is required to go back to the vendor/merchant to request a refund of the sales tax paid. If a refund is not possible, the cardholder is required to submit a memorandum monthly to the Finance Department that includes an explanation as to why the sales tax paid cannot be credited along with a copy of the receipts showing the sales tax paid.

i. Late Fees or Finance Charges

No late fees or finance charges shall be paid by the City under terms of procurement card program. If late fees or finance fees are incurred, the Department Head /Cardholder will be responsible for paying those fees.

j. Returns

Each Cardholder is responsible for coordinating returns with the vendor and making sure a proper credit slip is obtained. Credit shall be issued to the Cardholder's account. **Cash refunds are not allowed**.

k. Restrictions and Exemptions

Employees may not use the card for personal use or any activity not directly related to the task they are performing for the City, including but not limited to:

i. Any purchases of items for personal use.
ii. cash refunds or advances.
iii. any purchase of goods/services or from a merchant type not considered prudent or of good judgement;
iv. any purchases set up as reoccurring;
v. no purchases are to be processed through the employee's personal account online. You must establish a City account to process the purchase;
vi. any transaction amount greater than the Cardholder's transaction limit;
vii. items under contract unless an emergency exception is granted;
viii. alcohol or liquor of any kind. Patronization of bars, drinking places, and package stores must not be paid for with the credit card;
ix. in town meals without a proven business such as a City hosted event;
x. gifts to friends or relatives in lieu of meals and lodging;
xi. life travel accident insurance premiums;
xii. parking fines and traffic tickets;
xiii. clothing and clothing rental;
xiv. laundry, valet, or dry-cleaning charges;
xv. repairs or towing of personal vehicles;
xvi. babysitting / pet sitting;
xvii. expense for travel companions;
xviii. mini-bar refreshments or other snacks in addition to the meal reimbursement;
xix. separate, sequential, and component purchases or any transaction made with intent to circumvent the City Purchasing Policy or state law;

xx. any transactions that may cause or be perceived to cause damage to the City of Lago Vista's reputation and goodwill, and/or reflect poorly on the ethical and moral decision-making of the Cardholder, staff, and elected officials; or

xxi. any other purchase specifically excluded in the City Purchasing Policy

l. Documentation

Each Cardholder/department will maintain a purchasing log. The log records the transaction date, vendor name, the merchandise purchased, dollar value of sale, how the order was placed (via Internet, phone, fax, mail, or in person), citywide or individual contract number (if applicable), and purpose of purchase. A separate line is required for each purchase. An itemized receipt for each purchase should be stapled to the log to expedite reconciliation with the billing statement. The log must be reviewed and signed by the Department Head/Cardholder and submitted to Finance for review.

Personal Use Restriction

The card may not be used to pay spouse/family expenses incurred while traveling. Only City business expenses are allowable, and the Cardholder must pay personal expenses separately.

m. Obtaining a Credit Card

Steps to obtain a credit card:

1. Department Head submits a request in writing to the City Manager for a credit card who determines the appropriate monthly transaction limits.
2. The Program Administrator will request the Credit Card Provider to issue credit cards.
3. Upon receipt of the card, the Program Administrator will have the Cardholder sign the Credit Cardholder Agreement and
4. The Finance Department will provide training on proper use and limitations of City credit cards. The new Cardholder receives copies of:
   - Credit Cardholder Agreement
   - Credit Card Policy
   - Purchasing Policy
   - Travel Policy

n. Revocation of the Credit Card

The credit card is subject to revocation at any time at the discretion of the City Manager or Chief Financial Officer. When a card is revoked, changes are made online and take effect immediately. The City Manager or Chief Financial Officer are further authorized to temporarily suspend use of the card via electronic methods if unauthorized use is discovered and such use poses a threat to internal financial controls.

XIII. Travel Expense/Reimbursement

a. Purpose

The purpose of this administrative regulation is to establish the rules and procedures governing travel expenditures of salaried and non-salaried employees and public officers of the City of Lago Vista when on official travel for the City and to be in compliance with state law.

It is the City's policy to pay for, or reimburse, all reasonable and necessary expenses incurred by a City employee or City Official travels when the employee travels on City-related business in accordance with this policy.

b. Transportation

The most efficient and economical mode of travel must be used. Air travel arrangements are to be made by each department. Air travel must be booked at the most discounted fare basis whenever possible. When authorized an employee using a personal vehicle on City business shall be paid an amount per mile equivalent to the current IRS rate or shall be paid the equivalent of a coach airline fare, whichever results in the lower cost to the City. In instances of approved private vehicle use, reimbursement will also be made for mileage tolls and parking fees. Receipts are required for toll and parking fees, as well as for taxi cabs, limos, and other modes of transportation. The City will pay for rental vehicles upon written approval of the City Manager (or designee).

c. Travel Approval and Cash Advances

All travel and cash advances must be approved in advance by the employee's Department Head (or designee), unless otherwise stated in this policy. In addition, any travel out of state must be approved by the City Manager as set out below.

d. Lodging

Expenses for lodging are to be at the single room rate unless an employee is approved in advance for double occupancy. An itemized hotel receipt must be provided.

e. Meals

The City shall pay actual necessary food expenses for an employee or City official traveling on City business. Expenses for meals shall be reimbursed by per diem allowances. A per diem allowance equal to the greater of the State of Texas Travel Reimbursement Rates as published at https://fmx.cpa.texas.gov/fmx/travel/textravel/rates/current.php or fifty-nine dollars ($59.00) per day is authorized based on thirteen dollars ($13.00) for breakfast, fifteen dollars ($15.00) for lunch, twenty-six dollars ($26.00) for dinner and five dollars ($5.00) for incidentals.

f. Incidental Expenses

The City will reimburse for incidental expenses associated with lodging and meals when they are incurred for City business reasons. Examples of reimbursable incidental expenses include but are not limited to mandatory charges or mandatory service charges; telephone calls; toll charges; parking charges; repair charges for city-owned vehicles; and postage. Tips or gratuities over twenty percent (20%) and excess baggage charges for personal belongings are not reimbursable expenses. Allowances include taxes and tips and may be reduced by twenty-five percent (25%) for first and last days of travel.

g. Internet Expense

Only reasonable and necessary computer-related expenses for City business reasons will be reimbursed.

h. Non-Allowable Expenses

Expenses or charges for items listed in 11(k) above the following will normally not be reimbursed and must be paid for by the employees, nor will:

i. In-hotel pay television and movies
ii. Dry cleaning and laundry
iii. Health club and spas
iv. Expenses of a spouse or family members
v. Alcoholic beverages, or
vi. Other items of a personal nature

i. Request for Reimbursement and Return of Unexpended Funds

Upon return to the City, a complete accounting of all expenditures of City funds is to be filed within three (3) working days on the City's Expense Form. Receipts for all expenses, including hotel bills and registration fees, must be attached to the statement. Authorized expenses in excess of advance funds received will be reimbursed with proper approval.

j. Travel to Training

The current mileage reimbursement will be paid to City Officials and employees who must use their personal vehicles to travel to a training destination further than their designated work location or other City locations and/or facilities. Reimbursement will be made for miles driven from the normal work location or employee's home whichever is less. Actual mileage reading must be submitted for reimbursement. Employees will be paid for time traveling to and from training destinations. Travel time will be considered hours worked for the purpose of calculating overtime.

k. Expenses Not Covered in Policy

The City Manager's approval must be obtained prior to any expenditure of funds for items or charges which are not specifically addressed in the travel policy.

l. Exceptions

Employees who receive monthly automobile allowances are eligible for mileage reimbursements for out of city travel. Employees who travel in a city-owned vehicle will be reimbursed for the documented actual cost of fuel, oil, or other expenses related to the safe operation of the vehicle, which were necessary during the course of the employee's use of the vehicle on official business.

m. Compliance

Abuse of this policy, including falsifying expense reports or submitting false claims, will result in disciplinary action, up to and including termination of employment.

XIV. Glossary

Award -- Approval by the City Council, City Manager, or Department Head, under whose authority a purchase or purchase order is approved.

Best Value -- If the sealed competitive bidding requirement applies to the contract for goods or services, the contract may be awarded to the lowest, responsible bidder or to bidder who provides goods or services at the best value for the city. In determining the best value for the city, we may consider the following:

- purchase price;
- quality of the bidder's goods or services;
- the reputation of the bidders and the bidder's goods or services;
- the extent to which the foods or services meet the City's needs;
- the bidder's past relationship with the City;
- the impact on the ability of the city to comply with the laws and rules relating to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities;
- the total long-term cost to the City to acquire the bidder's goods or services, and
- any relevant criteria specifically listed in the request for bids or proposal.

Bid -- A complete, properly signed response to an Invitation for Bid. Which if accepted, would bind the Bidder to perform the resulting agreement.

Bidder -- A person, entity, or firm that submits a Bid, signed by an authorized representative, in response to an Invitation for Bid.

Change Order -- A document modifying information concerning goods and/or services, price, and/or quantities in an existing contract/purchase order; if the total amount of the contract/purchase order is increased by the change order; the change order may require approval by different authority than that used to approve the contract/purchase order and/or previous change orders. The total of all change orders cannot exceed twenty-five percent (25%)of the original contact/purchase order amount, per Local Government Code 252.048(d). Any changes greater than twenty-five percent (25%) will require a new solicitation.

City Council -- The elected officials of the City of Lago Vista, Texas given the authority to exercise such powers and jurisdiction of all City business as conferred by the City Charter and the State of Texas Constitution and Laws.

Competitive Bidding -- A process wherein a vendor openly competes with other vendors, through a formal or informal process, for the City's business.

Component Purchases -- Purchases of component parts of an item that in normal purchasing practices would be purchased in one purchase.

Contract -- A mutually binding legal document obligating the Vendor to furnish the goods. Equipment or services specified within the solicitation and obligating the City to compensate in accordance with the conditions of the Contract.

Contractor -- The successful vendor(s) awarded a contract by the City of Lago Vista.

Cumulative Purchases - Purchases within a commodity over a fiscal year that are used City wide.

Department Head – A person in authority within the department and is administratively responsible for its entire operations.

Department Supervisor – A person immediately in line after the Department Head who is responsible for monitoring and regulating the performance of delegated duties.

Emergency -- Purchases that are made to meet critical, unforeseen needs of the City, where the City's ability to serve the public would be impaired if the purchase is not made immediately. Emergency purchases are exempt from standard purchasing procedures and must qualify for exemption as stated in Local Government Code Section 252.022. Emergency purchases must follow the procedure set forth in this manual.

Goods -- A generic term that includes all types of property to be purchased by the City, equipment, supplies, materials, component, and repair parts.

Invitation to Bid/ Request for Bid -- A formal written document that requests from bidder as a firm price and delivery details for specified goods or services, An invitation to bid is always required when the anticipated level of expenditure will be greater than $50,000. It may be used anytime the City Manager deems it is justified.

Interlocal Agreement -- An agreement made between two governmental entities to purchase goods or perform governmental functions and services (such as purchasing, records management, police/fire protection, public health, etc.)

Personal Services -- Services provided to the City personally by a particular individual. This does not include Professional services.

Professional Services -- Services rendered by a person or firm that requires years of education and service for one to attain competence and which calls for higher order of intelligence, skill, and learning. (Mental or intellectual skills, rather than physical or manual) When the Request for Proposal is used for the selection of professional service as allowed in the Local Government Code 252.022(a)(4), the City shall comply with Government Code 2254.003 in the procurement of these services. The City shall not award a contract for these services based on competitive bids but shall make the selection and award on the basis of demonstrated competence and qualifications for fair and reasonable price. Fees must be consistent with and not higher than the recommended practices

and fees published by the applicable professional associations and may not exceed any maximum(s) provided by law.

Purchase -- An act that includes the acquisition of goods or services, to include the act of leasing personal or real property. Separate, sequential, and component purchases shall be treated as a single purchase.

Purchase Order -- A written document issued by the City to a vendor formalizing all the terms and conditions of a proposed transaction, to include but not limited to, a description of the requested item, delivery schedule, terms of payment, transportation, delivery location, price, quantity, and special instructions. The purchase order conveys to the vendor the authority to deliver and invoice the City for the goods and/or services for an agreed upon price.

Quotes --

- Verbal Quote - A verbal quote is obtained from a potential vendor that has the ability to provide the goods/services. This quote must include the individual's name, company name, phone number, and the dollar amount of the quote for the goods/services.
- Written Quote - The written quote is provided by the potential vendor that states the goods/services pricing as well as the delivery date/terms. This quote can be used as a reference when placing the order with the vendor.
- No Bid or Non-Responsive Bid - An opportunity was given to a potential vendor in which they have not responded or responded with a "no bid".

Request for Proposal (RFP) -- A formal written document (solicitation) requesting potential vendors to make an offer for goods or services to the City. The request for proposal method of procurement may be used for all goods and services. RFPs differ from bids in that the City is seeking a solution, as described in the document, not a bid/quotation meeting firm specifications for the lowest price. Proposals are evaluated based on criteria formulated around the most important features of a product or service, of which quality, testing, references, availability, or capability may be overriding factors, and the price is not the sole factor of the award. All requests for proposals is kept secret during negotiations until a contract is awarded.

Request for Qualifications (RFQs) -- A formal written document (solicitation) used when soliciting providers of architectural, engineering, and surveying services, and professional services. The City shall comply with Government Code 2254.004 in the procurement of these services. The City must first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications. After a firm has been selected based on qualifications and experience, then a fair and reasonable fee shall be negotiated. If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the City shall formally end negotiations with that firm and select the next most highly qualified firm and begin negotiations with that provider for a fair and reasonable price.

Requisition -- The source document for all purchasing activity. The form communicates a department's needs to the Purchasing Department and grants authorization to enter a contractual relationship for delivery of goods and/or services. A requisition is utilized for communicating internal requirements and should not be used by the departments for the order and delivery of

goods/or services. All documentation supporting the request for purchase should be attached to the requisition.

Separate Purchases -- Purchases made separately of items that in normal purchasing practices would be purchased in one purchase.

Sequential Purchases -- Purchases made over a period of time of items that in normal purchasing practices would be purchased in one purchase.

Services -- A generic term to include all work or labor performed for the City on an independent contractor basis, including maintenance, construction, manual, clerical, or professional services.

Sole Source -- Purchases of goods or services that are available from only one supplier. There may be just one vendor because of copyrights, or patents, or simply because the vendor is the only one that supplies the goods or services. These purchases are exempt from the standard bidding requirements and must qualify as outlined in Local Government Code 252.002.

Specifications -- Statements containing a detailed description of the terms of the contract, as well as a specific details for the goods and/or services. The details or specifications should be descriptive, but not restrictive.

Vendor -- Person or business enterprise providing goods, equipment, labor and/or services to the City as fulfillment of obligations arising from a contract or purchase order.

AGENDA ITEM NO. 9

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Consider approval of Resolution No. 24-2074; a resolution of the City Council of the City of Lago Vista, Texas adopting an Investment Policy in compliance with the Public Funds Investment Act.

BACKGROUND: In compliance with requisites set forth in the Public Funds Investment Act, it is best practice to review and approve annually during the budget adoption process the Investment Policy that dictates how funds can be invested during the upcoming fiscal year. Language contained herein is derived directly from the Public Funds Investment Act.

FINDINGS: No changes were made to the current Investment Policy.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
24-2074 Adopt Investment Policy.pdf
FY 2024-2025 Investment Policy.pdf
FY 2024-2025 Investment Policy - redline.pdf
23-2008 Adopt Investment Policy.pdf
Proposed 2023-2024 Investment Policy.pdf

RESOLUTION 24-2074

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS ADOPTING AN INVESTMENT POLICY IN COMPLIANCE WITH THE PUBLIC FUNDS INVESTMENT ACT.

WHEREAS, the City of Lago Vista, Texas is a Home Rule City; and

WHEREAS, the City Council of Lago Vista, Texas, desires to ensure the safety, liquidity, yield and maintenance of the public trust concerning the City's financial portfolio; and

WHEREAS, the Texas State Legislature enacted House Bill 3009 amending the Public Funds Investment Act during the 76th Session of the Legislature; and

WHEREAS, the Public Funds Investment Act, Chapter 2256 of Title 10 of the Texas Local Government Code, as amended, requires the City to adopt an investment policy by rule, order, ordinance or resolution; and

WHEREAS, the City of Lago Vista approves of the investment training course sponsored by the Government Finance Officers Association of Texas (GFOAT); and

WHEREAS, the Director of Finance and the City Manager will attend an investment training course sponsored by the GFOAT or the Texas Municipal League (TML) and such training is in compliance with the Public Funds Investment Act; and

WHEREAS, the attached investment policy complies with the Public Funds Investment Act, as amended, and authorizes the investment of City funds in safe and prudent investments;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

SECTION 1. The above recitals are hereby found to be true and correct and incorporated herein for all purposes.

SECTION 2. The City Council of the City of Lago Vista, Texas has complied with the requirements of the Public Funds Investment Act, as amended, and the Investment Policy, attached hereto as Exhibit "A" and incorporated herein for all purposes, is hereby adopted as the Investment Policy of the City of Lago Vista, effective, September 19, 2024.

SECTION 3. The City Manager is authorized to forward a copy of this Resolution and the accompanying investment policy to the City's recognized financial advisor, and all other entities bearing financial interest in the transactions of the City.

SECTION 4. This Resolution shall be in full force and effect from and after its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, ON THE 19th DAY OF SEPTEMBER 2024.

CITY OF LAGO VISTA

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing resolution was passed and approved.

Revised September 9 2024

CITY OF LAGO VISTA, TEXAS
INVESTMENT POLICY

I. POLICY

It is the policy of the City of Lago Vista (hereinafter referred to as "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the extent possible, at the optimum rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a visible and material source of revenue to City funds. The City's investment portfolio shall be managed in a manner designed to optimize this revenue source, to be responsive to the public trust, and to follow legal requirements and limitations.

Investments shall be made with the primary objectives of:

A. Safety - Preservation of Principal.

B. Liquidity - Maintenance of Liquidity to Fund Operations.

C. Public Trust - Prudent Investment Activities.

D. Yield- Optimization of the Poltfolio.

II. PURPOSE

The purpose of the investment policy is to comply with Chapter 2256 of Title IO of the Texas Local Government Code, "Public Funds Investment Act" (hereinafter referred to as the "Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City's Annual Program of Services (budget) and the Annual Comprehensive Financial Report when it is prepared.

A. Funds Included

1. General Fund

2. Special Revenue Funds

3. Capital Project Funds

4. Enterprise Funds

5. Trust and Agency Funds - To the extent required by law or existing contract to be kept segregated and managed separately.

6. Debt Service Funds - Including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.

7. New Funds - Created by the City, unless specifically exempted from this Policy by the City Council or by law.

B. Funds Excluded

This Policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System (TMRS) and any deferred compensation programs, including Nationwide and the ICMA-RC 457, administered for the benefit of city employees by outside agencies. The City shall maintain responsibility for these funds only as required by State Law, City Charter or Code of Ordinances.

IV. INVESTMENT OBJECTIVES

The City shall manage and invest its cash with four primary objectives listed in the order of priority as follows: safety, liquidity, public trust, and yield

(expressed as optimization of interest earnings). The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to 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 payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies to ensure maximum cash availability and optimum yield on short-term investment of pooled idle cash.

A. Safety (PFIA 2256.00S(b)(2))

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective being to mitigate credit and interest rate risk.

1. Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer, by:

   a. Limiting investments to the safety types of securities.

   b. Pre-qualifying the financial institutions and broker/dealers with which the City will do business.

   c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk -The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in interest rates, by:

   a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

   b. Investing operating funds primarily in shorter-term securities, bank deposits, money market mutual funds or local government

investment pools.

c. Diversifying maturities and staggering purchase dates to minimize the impact market movements over time.

B. Liquidity (PFIA2256.005 (b)(2))

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio will also be placed in bank deposits, money market mutual funds, or local government investment pools that offer same day liquidity for short term funds.

C. Public Trust

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

D. Yield (Optimization of lnterest Earnings) (PFIA 2256.005(b)(2))

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, considering the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

V. RESPONSIBILITY AND CONTROL

A. Delegation of Authority (PFIA2256.005(f))

Management responsibility for the investment program is assigned to the City Manager as provided in the Home Rule Charter for the City.

The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.

No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The investment authority granted to these Investment Officers is effective until rescinded by the City Council.

The City Council may designate by resolution one or more Investment Officers or employees as members of the Investment Advisory Committee assigned to review investment policies and procedures, investment strategies, broker/dealers, independent training sources and investment performance. Members of the Committee must demonstrate knowledge and expertise in finance, investments, or cash management. If a Committee is designated, it shall elect a Chairman, and the meetings shall be called as needed.

B. Training Requirement (PFIA 2256.008)

To ensure qualified and capable investment management, the Director of Finance and any other designated Investment Officers must attend ten (10) hours of training within twelve (12) months of taking office. Additionally, Investment Officers must attend investment training not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Investment Advisory Committee. For purposes of this Policy, an "independent source" from which investment training shall be obtained shall include a professional organization (such as the Texas Municipal League (TML)), an institute of higher learning, or any other sponsor other than a business organization with whom the City may engage in an investment transaction. The Director of Finance and any other designated Investment Officers shall also comply with any continuing education or retraining requirement prescribed by law.

C. Internal Controls (Best Practice)

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from fraud, waste, abuse, or mismanagement. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process, as part of the annual audit, for review by the external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of collusion.

2. Segregation of duties.

3. Separation of transactions authority from accounting and record keeping.

3. Custodial safekeeping receipts records management.

4. Avoidance of physical delivery securities.

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7. Development of a wire transfer agreement with the depository bank or third-party custodian.

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This rule states that "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 the following:

1. The investment of all funds or funds under the City's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.

2. Whether the investment decision was consistent with the written Investment Policy of the City and that any deviation from expected outcome was reported in a timely manner to the City Manager and City Council.

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The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and the appropriate action is taken to control adverse developments.

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Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial/investment positions that could be related to the performance of the investment portfolio. Employees and Investment Officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

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A. Portfolio Management

The city currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments purchased with the intent to be held until maturity. However, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. Securities may be sold for the following reasons:

1. A security with declining credit may be sold early to minimize loss of principal.

2. A security swap would improve the quality, yield, or target duration in the portfolio.

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Assets of the City 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.

1. Authorized.

    a. Obligations of the United States of America, its agencies or instrumentalities.

    b. Certificates of Deposit (CD's) of state and national banks

domiciled in Texas, a savings and loan association domiciled in this state, or a state or federal credit union that has its main office or a branch office in this state that is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or secured by obligations in manner and amount provided by law for deposits of the investing entity.

c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.

d. Money Market Mutual funds that are:

(1) registered and regulated by the Securities Exchange Commission (SEC).

(2) have a dollar weighted average stated maturity of ninety (90) days or less.

(3) and maintain a net asset value of $1 for each share.

e. Government investment pools which:

(1) meet the requirements of Chapter 2256.016 of the Act.

(2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service.

(3) and are authorized by resolution or ordinance by the City Council.

2. Not Authorized (PFIA 2256.009(b)(l-4)

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage- backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of ten (10) years.

VII. INVESTMENTPARAMETERS

A. Maximum Maturities (PFIA 2256.005(b)(4)(B))

The longer the maturity of investments the greater the price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities to limit principal risk caused by changes in interest rates.

The city attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing greater than twenty-four (24) months from the date of purchase. Additionally, the above-described obligations, certificates, or agreements may be collateralized using only those investments meeting these same criteria provided that the securities pledged for collateral may not mature more than sixty (60) months from the date of purchase or pledge.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

Each Fund portfolio will have a weighted average maturity of twelve (12) months or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

B. Diversification (PFIA 2256.005(b)(3))

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

1. Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. government securities).

2. Limiting investment in securities that have higher credit risks.

3. Investing in securities with varying maturities.

4. Continuously investing a portion of the portfolio in readily available funds such as bank deposits, local government investment pools, money market mutual funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City of Lago Vista portfolio:

1.	U. S. Treasury Securities	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	100%
4.	Repurchase Agreements*	20%
5.	Money Market Mutual Funds	50%
6.	Authorized Pools	100%
7.	Depository Bank	100%

*Excluding flexible repurchase agreements for investment of bond proceeds.

VIII. INVESTMENT STRATEGY BY FUND TYPE

A. Operating Funds and Commingled Funds Containing Operating Funds

Operating Funds will have as their primary objective to support the goals of the Investment Policy on these funds for safety and assure that cash flows are matched with adequate liquidity while obtaining reasonable market yields. This will be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing other liquid alternatives.

The dollar weighted average will be 180 days or less to accomplish this goal. The portfolio shall be diversified to protect against credit and market risk in any one sector. No security will be purchased with maturity over eighteen (18) months. Operating fund reserves or fund balances shall only be invested in securities that have a maximum maturity of twelve (12) months.

B. Debt Service

Investment strategies for debt service funds shall have as the primary objective the guarantee of investment liquidity adequate to cover the debt service obligation on the required payment date. Investment will be made that will promise safety of principal and liquidity first and yield and diversification second. Securities purchased will not have maturity dates that exceed the next debt service payment date until the next debt service payment is fully funded and in no instance will have a maximum weighted average maturity greater than six (6) months.

C. Debt Service Reserves

Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.

Since this is one of the highest priorities of the city, securities with the highest safety will be chosen. Securities will be chosen for their maturity dates and not require the highest degree of diversification.

Reserve funds will purchase securities carrying the optimum yield available within the desired maturity and quality range, with a maximum weighted average maturity of twelve (12) months.

D. Capital Project and Special Purpose Funds

These funds will have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. No funds will be invested longer than the related anticipated expenditures.

These portfolios should have liquid securities to allow for unanticipated project expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The dollar weighted average life of the portfolio should match the weighted average life of the expenditures. Funds invested for capital projects may be from bond proceeds that are subject to arbitrage rebate regulations.

The city will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of bonds. Any positive arbitrage income will be rebated to the Federal Government according to arbitrage regulations. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield on the applicable bond.

IX. SELECTION OF BANK DEPOSITORY, BROKER/DEALERS, AND INVESTMENT ADVISORS

A. Depository (Chapter 116, Texas Local Government Code)

At least every five (5) years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum of an initial three (3) year term, with options to renew for either one or two-year terms. The

selection of a depository will be determined by competitive process and evaluation of proposals will be based on the following selection criteria:

1. The ability to qualify as a depository for public funds in accordance with state and local laws.

2. The ability to provide the requested information or: financial statements for the periods specified.

3. The ability to meet all requirements in the banking RFP and the Investment Policy.

4. Complete response to all required items on the bid form.

5. Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

6. The credit worthiness and financial stability of the bank.

B. Brokers/Dealers (PFIA 2256.025)

The City shall select dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as "Primary Government Security Dealers", or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

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

1. Audited financial statements.

2. Completed broker/dealer questionnaire.

3. Certification of having read and understood the City's Investment Policy and agreeing to comply with the Policy.

An Investment Advisory Committee must adopt and annually review a

list of qualified brokers/dealers authorized to engage in investment transactions with the City.

C. Investment Advisors

Investment Advisors shall adhere to the spirit, philosophy, and specific terms of this Policy and shall advise within the same "Standard of Care". Selected Investment Advisors must be registered under the Investment Advisors Act of 1940 or with the State Securities Board. A contact with an Investment Advisor may not be for a term longer than two years and must be approved by the City Council, including any renewals or extensions.

D. Competitive Bids (Best Practice)

Competitive quotes must be taken from at least three (3) qualifying institutions for any investment transaction, other than the investment of funds in an authorized pool, money market mutual fund, or certificate of deposit through the depository bank. Investment transactions may be done orally but must be followed by electronic or written communication. Written confirmation shall be received from the : financial institution or broker/dealer.

D. Delivery Versus Payment (PFIA2256.005(b)(4)(E))

Securities shall be purchased using the delivery versus payment method except for investment pools and mutual funds. Funds shall not be wired and paid until verification has been made that the safekeeping bank received the correct security. The security shall be held in the name of the City or held on behalf of the City. The safekeeping bank'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.

X. SAFEKEEPING OF SECURITIES

A. Safekeeping Agreement (Best Practice)

The City shall contract with a bank or banks for the safekeeping of

securities either owned by the city as part of its investment portfolio or held as collateral to secure demand or time deposits.

B. Safekeeping

All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposit in banks. The collateral for certificates of deposit or banks will be registered in the City's name, or a third- party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained by the Director of Finance.

C. Collateralization (PFIA 2257 .023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank or other financial institution. 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, less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level of collateralization for certain collateral securities.

Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities.

Clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained by the Director of Finance. Collateral shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. The City, at its sole discretion, may change the reporting frequency.

D. Collateral Defined

The City shall accept the following securities as collateral:

1. Obligations of the United States or its agencies and instrumentalities.

2. Direct obligations of the State of Texas or its agencies and instrumentalities.

3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States.

4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity often (10) years or less.

5. A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent.

6. A letter of credit issued to the City by the Federal home Loan Bank.

E. Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

XI. PERFORMANCE

A. Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles commensurate with the investment risk constraints and the cash flow requirements of the City.

B. Performance Benchmark (Best Practice)

The City's portfolio shall be designed with the objective of regularly meeting or 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. Weighted -average yield to maturity shall be the portfolio performance measurement.

XII. REPORTING

A. Methods (PFIA 2256.023)

The Investment Officers shall prepare an investment report on no less than a quarterly basis that summarizes investment strategies employed in the most recent quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This 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 Manager and the City Council. The report will include the following:

1. A listing of individual securities held at the end of the reporting period.

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

3. Additions and changes to the market value during the period.

4. Average weighted yield to maturity of portfolio as compared to applicable benchmark.

5. Listing of investments by maturity date.

6. Fully accrued interest for the reporting period.

7. The percentage of total portfolio which ea represents.

8. Statement of compliance of the City's inv State Law and the investment strategy and City Council.

In conjunction with the annual audit, an indepen perform a formal review of the quarterly reports reported to the City Council (PFIA 2256.023(d)

B. Marking to Market (PFIA 2256.005(b)(4)(D))

Market value of all securities in the portfolio w quarterly basis. These values will be obtained independent source.

XIII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by r Council (PFIA 2256.005(e)). It is the City's intent to c and regulations. The City's Investment Policy shall be stay current with changing laws, regulations, and the r Policy shall be reviewed annually by the City Counc modifications must be approved by the City Council.

Revised September 9~~August 23,~~ 2023~~3~~4

CITY OF LAGO VISTA, TEXAS
INVESTMENT POLICY

I. POLICY

It is the policy of the City ~~ofLago~~of Lago Vista (hereinafter referred to as "City") that after allowing for the anticipated cash flow requirements ~~o~~of ~~fthe~~the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the extent possible, at the optimum rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a visible and material source of revenue to City funds. The City's investment portfolio shall be managed in a manner designed to optimize this revenue source, to be responsive to the public trust, and to ~~be in compliance with~~follow legal requirements and limitations.

Investments shall be made with the primary objectives of:

A. Safety - Preservation of Principal.

B. Liquidity - Maintenance of Liquidity to Fund Operations.

C. Public Trust - Prudent Investment Activities.

D. Yield- Optimization of the Poltfolio.

II. PURPOSE

The purpose of the investment policy is to comply with Chapter 2256 of Title IO of the Texas Local Government Code, "Public Funds Investment Act" (hereinafter referred to as the "Act~~")which~~") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City's Annual Program of Services (budget) and the Annual Comprehensive Financial Report when it is prepared.

A. Funds Included

1. General Fund

2. Special Revenue Funds

3. Capital Project Funds

4. Enterprise Funds

5. Trust and Agency Funds - To the extent required by law or existing contract to be kept segregated and managed separately.

6. Debt Service Funds - Including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.

7. New Funds - Created by the City, unless specifically exempted from this Policy by the City Council or by law.

B. Funds Excluded

This Policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System (TMRS) and any deferred compensation programs, including Nationwide and the ICMA-RC 457, administered for the benefit of city employees by outside agencies. The City shall maintain responsibility for these funds only as required by State Law, City Charter or Code of Ordinances.

IV. INVESTMENT OBJECTIVES

The City shall manage and invest its cash with four primary objectives listed in the order of priority as follows: safety, liquidity, public trust, and yield

(expressed as optimization of interest earnings). 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~~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 payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies ~~in order to~~to ensure maximum cash availability and optimum yield on short-term investment of pooled idle cash.

A. Safety (PFIA 2256.00S(b)(2))

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective being to mitigate credit and interest rate risk.

1. Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer, by:

   a. Limiting investments to the safety types of securities.

   b. Pre-qualifying the financial institutions and broker/dealers with which the City will do business.

   c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk -The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in interest rates, by:

   a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

   b. Investing operating funds primarily in shorter-term securities, bank deposits, money market mutual funds or local government

investment pools.

c. Diversifying maturities and staggering purchase dates to minimize the impact market movements over time.

B. Liquidity (PFIA2256.005 (b)(2))

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio will also be placed in bank deposits, money market mutual funds, or local government investment pools that offer same day liquidity for short term funds.

C. Public Trust

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

D. Yield (Optimization of Interest Earnings) (PFIA 2256.005(b)(2))

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, ~~taking into account~~considering the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

V. RESPONSIBILITY AND CONTROL

A. Delegation ~~ofAuthority~~of Authority (PFIA2256.005(f))

Management responsibility for the investment program is assigned to the City Manager as provided in the Home Rule Charter for the City.

The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.

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   b. Certificates of Deposit (CD's) of state and national banks

domiciled in Texas, a savings and loan association domiciled in this state, or a state or federal credit union that has its main office or a branch office in this state that is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or secured by obligations in manner and amount provided by law for deposits of the investing entity.

c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.

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(2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating ~~service;~~service.

(3) ~~and,~~and are authorized by resolution or ordinance by the City Council.

2. Not Authorized (PFIA 2256.009(b)(l-4)

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage- backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of ten (10) years.

VII. INVESTMENTPARAMETERS

A. Maximum Maturities (PFIA 2256.005(b)(4)(B))

The longer the maturity of investments the greater the price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities ~~in order to~~to limit principal risk caused by changes in interest rates.

The ~~City~~city attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing greater than twenty-four (24) months from the date of purchase. Additionally, the ~~above-described~~above-described obligations, certificates, or agreements may be collateralized using only those investments meeting these same criteria provided that the securities pledged for collateral may not mature more than sixty (60) months from the date of purchase or pledge.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

Each Fund portfolio will have a weighted average maturity of twelve (12) months or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

B. Diversification (PFIA 2256.005(b)(3))

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

1. Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. government securities).

2. Limiting investment in securities that have higher credit risks.

3. Investing in securities with varying maturities.

4. Continuously investing a portion of the portfolio in readily available funds such as bank deposits, local government investment pools, money market mutual funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained ~~in order to~~to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City of Lago Vista portfolio:

1.	U. S. Treasury Securities	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	100%
4.	Repurchase Agreements*	20%
5.	Money Market Mutual Funds	50%
6.	Authorized Pools	100%
7.	Depository Bank	100%

*Excluding flexible repurchase agreements for investment of bond proceeds.

VIII. INVESTMENT STRATEGY BY FUND TYPE

A. Operating Funds and Commingled Funds Containing Operating Funds

Operating Funds will have as their primary objective to support the goals ~~oftheof the~~ Investment Policy on these funds for safety and assure that cash flows are matched with adequate liquidity while obtaining reasonable market yields. This will be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing other liquid alternatives.

The dollar weighted average will be 180 days or less to accomplish this goal. The portfolio shall be diversified to protect against credit and market risk in any one sector. No security will be purchased with maturity over eighteen (18) months. Operating fund reserves or fund balances shall only be invested in securities that have a maximum maturity of twelve (12) months.

B. Debt Service

Investment strategies for debt service funds shall have as the primary objective the guarantee of investment liquidity adequate to cover the debt service obligation on the required payment date. Investment will be made that will promise safety of principal and liquidity first and yield and diversification second. Securities purchased will not have maturity dates that exceed the next debt service payment date until the next debt service payment is fully funded and in no instance will have a maximum weighted average maturity greater than six (6) months.

C. Debt Service Reserves

Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.

Since this is one ~~oftheof the~~ highest priorities of the ~~City~~city, securities with the highest safety will be chosen. Securities will be chosen for their maturity dates and not require the highest degree of diversification.

Reserve funds will purchase securities carrying the optimum yield available within the desired maturity and quality range, with a maximum weighted average maturity of twelve (12) months.

D. Capital Project and Special Purpose Funds

These funds will have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. No funds will be invested longer than the related anticipated expenditures.

These portfolios should have liquid securities to allow for unanticipated project expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The dollar weighted average life of the portfolio should match the weighted average life of the expenditures. Funds invested for capital projects may be from bond proceeds that are subject to arbitrage rebate regulations.

The ~~City~~city will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of bonds. Any positive arbitrage income will be rebated to the Federal Government according to arbitrage regulations. A secondary objective ~~oftheseof these~~ funds is to achieve a yield equal to or greater than the arbitrage yield on the applicable bond.

IX. SELECTION OF BANK DEPOSITORY, BROKER/DEALERS, AND INVESTMENT ADVISORS

A. Depository (Chapter 116, Texas Local Government Code)

At least every five (5) years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum ~~ofanof an~~ initial three (~~3)year~~3) year term, with options to renew for either one or two-year terms. The

selection of a depository will be determined by competitive process and evaluation of proposals will be based on the following selection criteria:

1. The ability to qualify as a depository for public ~~fund~~funds in accordance with state and local laws.

2. The ability to provide ~~requested~~the requested information ~~or :financial~~or: financial statements for the periods specified.

3. The ability to meet all requirements in the banking RFP and the Investment Policy.

4. Complete response to all required items on the bid form.

5. Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

6. The credit worthiness and financial stability of the bank.

B. Brokers/Dealers (PFIA 2256.025)

The City shall select dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as "Primary Government Security Dealers", or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

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

1. Audited financial statements.

2. Completed broker/dealer questionnaire.

3. Certification of having read and understood the City's Investment Policy and agreeing to comply with the Policy.

An Investment Advisory Committee must adopt and annually review a

list of qualified ~~broker~~brokers/dealers authorized to engage in investment transactions with the City.

C. Investment Advisors

Investment Advisors shall adhere to the spirit, philosophy, and specific terms of this Policy and shall advise within the same "Standard of Care". Selected Investment Advisors must be registered under the Investment Advisors Act of 1940~~orwith~~ or with the State Securities Board. A contact with an Investment Advisor may not be for a term longer than two years and must be approved by the City Council, including any renewals or extensions.

D. Competitive Bids (Best Practice)

Competitive quotes must be taken from at least three (3) qualifying institutions for any investment transaction, other than the investment of funds in an authorized pool, money market mutual fund, or certificate of deposit through the depository bank. Investment transactions may be done orally but must be followed by electronic or written communication. Written confirmation shall be received from the ~~:financial~~: financial institution or broker/dealer.

D. Delivery Versus Payment (PFIA2256.005(b)(4)(E))

Securities shall be purchased using the delivery versus payment method ~~with the exception of~~except for investment pools and mutual funds. Funds shall not be wired and paid until verification has been made that the safekeeping bank received the correct security. The security shall be held in the name of the City or held on behalf of the City. The safekeeping bank'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.

X. SAFEKEEPING OF SECURITIES

A. Safekeeping Agreement (Best Practice)

The City shall contract with a bank or banks for the safekeeping of

securities either owned by the ~~City~~city as part of its investment portfolio or held as collateral to secure demand or time deposits.

B. Safekeeping

All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposit in banks. The collateral for certificates of deposit or banks will be registered in the City's name, or a third- party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained by the Director of Finance.

C. Collateralization (PFIA 2257 .023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank or other financial institution. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% ~~ofmarket~~of market value ~~ofprincipal~~of principal and accrued interest on the deposits, less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level ~~ofcollateralization~~of collateralization for certain collateral securities.

Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities.

~~A clearly~~Clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained by the Director of Finance. Collateral shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. The City, at its sole discretion, may change the reporting frequency.

D. Collateral Defined

The City shall accept the following securities as collateral:

1. Obligations of the United States or its agencies and instrumentalities.

2. Direct obligations of the State of Texas or its agencies and instrumentalities.

3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States.

4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity often (10) years or less.

5. A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent.

6. A letter of credit issued to the City by the Federal home Loan Bank.

E. Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

XI. PERFORMANCE

A. Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles commensurate with the investment risk constraints and the cash flow requirements of the City.

B. Performance Benchmark (Best Practice)

The City's portfolio shall be designed with the objective of regularly meeting or 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. Weighted -average yield to maturity shall be the portfolio performance measurement.

XII. REPORTING

A. Methods (PFIA 2256.023)

The Investment Officers shall prepare an investment report on no less than a quarterly basis that summarizes investment strategies employed in the most recent quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This 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 Manager and the City Council. The report will include the following:

1. A listing of individual securities held at the end of the reporting period.

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

3. Additions and changes to the market value during the period.

4. Average weighted yield to maturity of portfolio as compared to applicable benchmark.

5. Listing of investments by maturity date.

6. Fully accrued interest for the reporting period.

7. The percentage of total portfolio which each type of investment represents.

8. Statement of compliance of the City's investment portfolio with State Law and the investment strategy and Policy approved by the City Council.

In conjunction with the annual audit, an independent auditor will perform a formal review of the quarterly reports with the results ~~reportedto~~reported to the City Council (PFIA 2256.023(d)).

B. Marking to Market (PFIA 2256.005(b)(4)(D))

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source.

XIII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by resolution of the City Council (PFIA 2256.005(e)). It is the City's intent to comply with state laws and regulations. The City's Investment Policy shall be subject to revisions to stay current with changing laws, regulations, and the needs of the City. The Policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.

~~Revised August 23, 2023~~

~~CITY OF LAGO VISTA, TEXAS~~
~~INVESTMENT POLICY~~

~~I. POLICY~~

~~It is the policy of the City of Lago Vista (hereinafter referred to as "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the extent possible, at the optimum rates obtainable at the time of investment.~~

~~Effective cash management is recognized as essential to good fiscal management. Investment interest is a visible and material source of revenue to City funds. The City's investment portfolio shall be managed in a manner designed to optimize this revenue source, to be responsive to the public trust, and to be in compliance with legal requirements and limitations.~~

~~Investments shall be made with the primary objectives of:~~

~~A. Safety - Preservation of Principal.~~

~~B. Liquidity - Maintenance of Liquidity to Fund Operations.~~

~~C. Public Trust - Prudent Investment Activities.~~

~~D. Yield - Optimization of the Poltfolio.~~

~~II. PURPOSE~~

~~The purpose of the investment policy is to comply with Chapter 2256 of Title IO of the Texas Local Government Code, "Public Funds Investment Act" (hereinafter referred to as the "Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.~~

~~III. SCOPE~~

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City's Annual Program of Services (budget) and the Annual Comprehensive,I<inancial Report.when it is prepared

Deleted: Annual

Deleted: (CAFR)

A. Funds Included

1. General Fund

2. Special Revenue Funds

3. Capital Project Funds

4. Enterprise Funds

5. Trust and Agency Funds - To the extent required by law or existing contract to be kept segregated and managed separately.

6. Debt Service Funds - Including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.

7. New Funds - Created by the City, unless specifically exempted from this Policy by the City Council or by law.

B. Funds Excluded

This Policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System (TMRS) and any deferred compensation programs, including Nationwide and the ICMA-RC 457, administered for the benefit of city employees by outside agencies. The City shall maintain responsibility for these funds only as required by State Law, City Charter or Code of Ordinances.

IV. INVESTMENT OBJECTIVES

The City shall manage and invest its cash with four primary objectives listed in the order of priority as follows: safety, liquidity, public trust, and yield

~~(expressed as optimization of interest earnings). 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 payments 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 optimum yield on short-term investment of pooled idle cash.~~

~~A. Safety (PFIA 2256.00S(b)(2))~~

~~Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective being to mitigate credit and interest rate risk.~~

~~1. Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer, by:~~

~~a. Limiting investments to the safety types of securities.~~

~~b. Pre-qualifying the financial institutions and broker/dealers with which the City will do business.~~

~~c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.~~

~~2. Interest Rate Risk- The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in interest rates, by:~~

~~a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.~~

~~b. Investing operating funds primarily in shorter-term securities, bank deposits, money market mutual funds or local government~~

~~investment pools.~~

~~c. Diversifying maturities and staggering purchase dates to minimize the impact market movements over time.~~

~~B. Liquidity (PFIA 2256.005 (b)(2))~~

~~The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio will also be placed in bank deposits, money market mutual funds, or local government investment pools that offer same day liquidity for short term funds.~~

~~C. Public Trust~~

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

~~D. Yield (Optimization ofInterest Earnings) (PFIA 2256.005(b)(2))~~

~~The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.~~

~~V. RESPONSIBILITY AND CONTROL~~

~~A. Delegation ofAuthority (PFIA 2256.005(f))~~

~~Management responsibility for the investment program is assigned to the City Manager as provided in the Home Rule Charter for the City.~~

~~The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.~~

~~No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The investment authority granted to these Investment Officers is effective until rescinded by the City Council.~~

~~The City Council may designate by resolution one or more Investment Officers or employees as members of the Investment Advisory Committee assigned to review investment policies and procedures, investment strategies, broker/dealers, independent training sources and investment performance. Members of the Committee must demonstrate knowledge and expertise in the area of finance, investments, or cash management. If a Committee is designated, it shall elect a Chairman and the meetings shall be called as needed.~~

~~B. Training Requirement (PFIA 2256.008)~~

~~In order to ensure qualified and capable investment management, the Director of Finance and any other designated Investment Officers must attend ten (10) hours of training within twelve (12) months of taking office. Additionally, Investment Officers must attend investment training not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Investment Advisory Committee. For purposes of this Policy, an "independent source" from which investment training shall be obtained shall include a professional organization (such as the Texas Municipal League (TML)), an institute of higher learning, or any other sponsor other than a business organization with whom the City may engage in an investment transaction. The Director of Finance and any other designated Investment Officers shall also comply with any continuing education or retraining requirement prescribed by law.~~

~~C. Internal Controls (Best Practice)~~

~~The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from fraud, waste, abuse, or mismangement. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by management.~~

~~Deleted: loss, theft,~~

~~Deleted: misuse~~

~~Accordingly, the Director of Finance shall establish a process, as part of the annual audit, for review by the external auditor to assure compliancewith policies and procedures. The internal controls shall address the following points:~~

1. ~~Control of collusion.~~

2. ~~Segregation of duties.~~

3. ~~Separation of transactions authority from accounting and record keeping.~~

3. ~~Custodial safekeeping receipts records management.~~

4. ~~Avoidance of physical delivery securities.~~

5. ~~Clear delegation of authority to subordinate staff members.~~

6. ~~Written confirmation for telephone (voice) transactions for investments and wire transfers.~~

7. ~~Development of a wire transfer agreement with the depository bank or third-party custodian.~~

D. ~~Prudence (PFIA 2256.006)~~

~~The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule.~~

~~This rule states that "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 the following:~~

~~1. The investment of all funds or funds under the City's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.~~

~~2 Whether the investment decision was consistent with the written Investment Policy of the City and that any deviation from expected outcome was reported in a timely manner to the City Manager and City Council.~~

~~E. Indemnification (Best Practice)~~

~~The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and the appropriate action is taken to control adverse developments.~~

~~F. Ethics and Conflicts of Interest (PFIA 2256.005(1))~~

~~Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial/investment positions that could be related to the performance of the investment portfolio. Employees and Investment Officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.~~

~~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 the second degree of affinity or sanguinity 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 City Council.~~

~~VI. SUITABLE AND AUTHORIZED INVESTMENTS~~

~~A. Portfolio Management~~

~~The City currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments purchased with the intent to be held until maturity. However, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. Securities may be sold for the following reasons:~~

1. ~~A security with declining credit may be sold early to minimize loss of principal.~~

2. ~~A security swap would improve the quality, yield, or target duration in the portfolio.~~

3. ~~Liquidity needs ofthe portfolio require that the security be sold.~~

~~B. Investments (PFIA2256.00S(b)(4)(A))~~

~~Assets of the City may be invested in the following instruments provided, however, that atno time shall assets ofthe 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.~~

1. ~~Authorized.~~

   a. ~~Obligations ofthe United States ofAmerica, its agencies or instrumentalities.~~

   b. ~~Certificates ofDeposit (CD's) of state and national banks~~

~~domiciled in Texas, a savings and loan association domiciled in this state, or a state or federal credit union that has its main office or a branch office in this state that is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or secured by obligations in manner and amount provided by law for deposits of the investing entity.~~

~~c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.~~

~~d. Money Market Mutual funds that are:~~

~~(1) registered and regulated by the Securities Exchange Commission (SEC);~~

~~(2) have a dollar weighted average stated maturity of ninety (90) days or less;~~

~~(3) and, maintain a net asset value of $1 for each share.~~

~~e. Government investment pools which:~~

~~(1) meet the requirements of Chapter 2256.016 of the Act;~~

~~(2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service;~~

~~(3) and, are authorized by resolution orordinance by the City Council.~~

~~2 Not Authorized (PFIA 2256.009(b)(1-4))~~

~~Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of ten (10) years.~~

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~~A. Maximum Maturities (PFIA 2256.005(b)(4)(B))~~

~~The longer the maturity of investments the greater the price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.~~

~~The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing greater than twenty-four (24) months from the date of purchase. Additionally, the above described obligations, certificates, or agreements may be collateralized using only those investments meeting these same criteria provided that the securities pledged for collateral may not mature more than sixty (60) months from the date of purchase or pledge.~~

~~Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.~~

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~~2. Limiting investment in securities that have higher credit risks.~~

~~3. Investing in securities with varying maturities.~~

~~4. Continuously investing a portion of the portfolio in readily available funds such as bank deposits, local government investment pools, money market mutual funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.~~

~~The following maximum limits, by instrument, are established for the City of Lago Vista portfolio:~~

~~1.~~	~~U. S. Treasury Securities~~	~~100%~~
~~2.~~	~~Agencies and Instrumentalities~~	~~85%~~
~~3.~~	~~Certificates ofDeposit~~	~~100%~~
~~4.~~	~~Repurchase Agreements*~~	~~20%~~
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~~*Excluding flexible repurchase agreements for investment of bond proceeds.~~

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~~A. Operating Funds and Commingled Funds Containing Operating Funds~~

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~~B. Debt Service~~

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~~C. Debt Service Reserves~~

~~Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.~~

~~Since this is one of the highest priorities of the City, securities with the highest safety will be chosen. Securities will be chosen for their maturity dates and not require the highest degree of diversification.~~

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~~The City will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of bonds. Any positive arbitrage income will be rebated to the Federal Government according to arbitrage regulations. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield on the applicable bond.~~

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~~A. Depository (Chapter 116, Texas Local Government Code)~~

~~At least every five (5) years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum of an initial three (3) year term, with options to renew for either one or two year terms. The~~

~~selection of a depository will be determined by competitive process and evaluation of proposals will be based on the following selection criteria:~~

1. ~~The ability to qualify as a depository for public fund in accordance with state and local laws.~~

2. ~~The ability to provide requested information or financial statements for the periods specified.~~

3. ~~The ability to meet all requirements in the banking RFP and the Investment Policy.~~

4. ~~Complete response to all required items on the bid form.~~

5. ~~Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.~~

6. ~~The credit worthiness and financial stability of the bank.~~

B. ~~Brokers/Dealers (PFIA 2256.025)~~

~~The City shall select dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as "Primary Government Security Dealers", or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).~~

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

1. ~~Audited financial statements.~~

2. ~~Completed broker/dealer questionnaire.~~

3. ~~Certification of having read and understood the City's Investment Policy and agreeing to comply with the Policy.~~

~~An Investment Advisory Committee must adopt and annually review a~~

~~list of qualified broker/dealers authorized to engage in investment transactions with the City.~~

~~C. Investment Advisors~~

~~Investment Advisors shall adhere to the spirit, philosophy, and specific terms of this Policy and shall advise within the same "Standard of Care". Selected Investment Advisors must be registered under the Investment Advisors Act of 1940 or with the State Securities Board. A contact with an Investment Advisor may not be for a term longer than two years and must be approved by the City Council, including any renewals or extensions.~~

~~D. Competitive Bids (Best Practice)~~

~~Competitive quotes must be taken from at least three (3) qualifying institutions for any investment transaction, other than the investment of funds in an authorized pool, money market mutual fund, or certificate of deposit through the depository bank. Investment transactions may be done orally but must be followed by electronic or written communication. Written confirmation shall be received from the financial institution or broker/dealer.~~

~~D. Delivery Versus Payment (PFIA 2256.00S(b)(4)(E))~~

~~Securities shall be purchased using the delivery versus payment method with the exception of investment pools and mutual funds. Funds shall not be wired and paid until verification has been made that the safekeeping bank received the correct security. The security shall be held in the name of the City or held on behalf of the City. The safekeeping bank'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.~~

~~X. SAFEKEEPING OF SECURITIES~~

~~A. Safekeeping Agreement (Best Practice)~~

~~The City shall contract with a bank or banks for the safekeeping of~~

~~securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.~~

~~B. Safekeeping~~

~~All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposit in banks. The collateral for certificates of deposit or banks will be registered in the City's name, or a third party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained by the Director of Finance.~~

~~C. Collateralization (PFIA 2257.023)~~

~~Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank or other financial institution. 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, less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level of collateralization for certain collateral securities.~~

~~Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities.~~

~~A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained by the Director of Finance. Collateral shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. The City, at its sole discretion, may change the reporting frequency.~~

~~D. Collateral Defined~~

~~The City shall accept the following securities as collateral:~~

~~1. Obligations of the United States or its agencies and instrumentalities.~~

~~2 Direct obligations of the State of Texas or its agencies and instrumentalities.~~

~~3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States.~~

~~4 Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity often (10) years or less.~~

~~5. A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent.~~

~~6 A letter of credit issued to the City by the Federal home Loan Bank.~~

~~E. Subject to Audit~~

~~All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.~~

~~XI. PERFORMANCE~~

~~A. Performance Standards~~

~~The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles commensurate with the investment risk constraints and the cash flow requirements of the City.~~

B. Performance Benchmark (Best Practice)

The City's portfolio shall be designed with the objective ofregularly meeting or exceeding the average rate ofreturn on U. S. Treasury Bills at a maturity level comparable to the City's weighted-average maturity in days. Weighted -average yield to maturity shall be the portfolio performance measurement.

XII. REPORTING

A. Methods (PFIA 2256.023)

The Investment Officers shall prepare an investment report on no less than a quarterly basis that summarizes investment strategies employed in the most recent quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This 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 Manager and the City Council. The report will include the following:

1. A listing ofindividual securities held at the end ofthe reporting period.

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

3. Additions and changes to the market value during the period.

4. Average weighted yield to maturity ofportfolio as compared to applicable benchmark.

5. Listing ofinvestments by maturity date.

6. Fully accrued interest for the reporting period.

7. The percentage of total portfolio which each type of investment represents.

8 Statement of compliance of the City's investment portfolio with State Law and the investment strategy and Policy approved by the City Council.

In conjunction with the annual audit, an independent auditor will perform a formal review of the quarterly reports with the results reportedto the City Council (PFIA 2256.023(d)).

B. Marking to Market (PFIA 2256.005(b)(4)(D))

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source.

XIII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by resolution of the City Council (PFIA 2256.00S(e)). It is the City's intent to comply with state laws and regulations. The City's Investment Policy shall be subject to revisions to stay current with changing laws, regulations, and the needs of the City. The Policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.

RESOLUTION 23-2008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS ADOPTING AN INVESTMENT POLICY IN COMPLIANCE WITH THE PUBLIC FUNDS INVESTMENT ACT.

WHEREAS, the City of Lago Vista, Texas is a Home Rule City; and

WHEREAS, the City Council of Lago Vista, Texas, desires to ensure the safety, liquidity, yield and maintenance of the public trust concerning the City's financial portfolio; and

WHEREAS, the Texas State Legislature enacted House Bill 3009 amending the Public Funds Investment Act during the 76th Session of the Legislature; and

WHEREAS, the Public Funds Investment Act, Chapter 2256 of Title 10 of the Texas Local Government Code, as amended, requires the City to adopt an investment policy by rule, order, ordinance or resolution; and

WHEREAS, the City of Lago Vista approves of the investment training course sponsored by the Government Finance Officers Association of Texas (GFOAT); and

WHEREAS, the Director of Finance and the City Manager will attend an investment training course sponsored by the GFOAT or the Texas Municipal League (TML) and such training is in compliance with the Public Funds Investment Act; and

WHEREAS, the attached investment policy complies with the Public Funds Investment Act, as amended, and authorizes the investment of City funds in safe and prudent investments;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

SECTION 1. The above recitals are hereby found to be true and correct and incorporated herein for all purposes.

SECTION 2. The City Council of the City of Lago Vista, Texas has complied with the requirements of the Public Funds Investment Act, as amended, and the Investment Policy, attached hereto as Exhibit "A" and incorporated herein for all purposes, is hereby adopted as the Investment Policy of the City of Lago Vista, effective, September 7, 2023.

SECTION 3. The City Manager is authorized to forward a copy of this Resolution and the accompanying investment policy to the City's recognized financial advisor, and all other entities bearing financial interest in the transactions of the City.

SECTION 4. This Resolution shall be in full force and effect from and after its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, ON THE 7th DAY OF SEPTEMBER 2023.

CITY OF LAGO VISTA

_____
Ed Tidwell, Mayor

ATTEST:

_____
Lucy Aldrich, City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing resolution was passed and approved.

Revised August 23, 2023

CITY OF LAGO VISTA, TEXAS
INVESTMENT POLICY

I. POLICY

It is the policy of the City of Lago Vista (hereinafter referred to as "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the extent possible, at the optimum rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a visible and material source of revenue to City funds. The City's investment portfolio shall be managed in a manner designed to optimize this revenue source, to be responsive to the public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

A. Safety - Preservation of Principal.

B. Liquidity - Maintenance of Liquidity to Fund Operations.

C. Public Trust - Prudent Investment Activities.

D. Yield - Optimization of the Po1tfolio.

II. PURPOSE

The purpose of the investment policy is to comply with Chapter 2256 of Title I0 of the Texas Local Government Code, "Public Funds Investment Act" (hereinafter referred to as the "Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City's Annual Program of Services (budget) and the Annual Comprehensive Financial Report when it is prepared.

A. Funds Included

1. General Fund

2. Special Revenue Funds

3. Capital Project Funds

4. Enterprise Funds

5. Trust and Agency Funds - To the extent required by law or existing contract to be kept segregated and managed separately.

6. Debt Service Funds - Including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.

7. New Funds - Created by the City, unless specifically exempted from this Policy by the City Council or by law.

B. Funds Excluded

This Policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System (TMRS) and any deferred compensation programs, including Nationwide and the ICMA-RC 457, administered for the benefit of city employees by outside agencies. The City shall maintain responsibility for these funds only as required by State Law, City Charter or Code of Ordinances.

IV. INVESTMENT OBJECTIVES

The City shall manage and invest its cash with four primary objectives listed in the order of priority as follows: safety, liquidity, public trust, and yield

(expressed as optimization of interest earnings). 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 payments 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 optimum yield on short-term investment of pooled idle cash.

A. Safety (PFIA 2256.00S(b)(2))

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective being to mitigate credit and interest rate risk.

1. Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer, by:

   a. Limiting investments to the safety types of securities.

   b. Pre-qualifying the financial institutions and broker/dealers with which the City will do business.

   c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk - The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in interest rates, by:

   a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

   b. Investing operating funds primarily in shorter-term securities, bank deposits, money market mutual funds or local government

investment pools.

c. Diversifying maturities and staggering purchase dates to minimize the impact market movements over time.

B. Liquidity (PFIA 2256.005 (b)(2))

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio will also be placed in bank deposits, money market mutual funds, or local government investment pools that offer same day liquidity for short term funds.

C. Public Trust

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

D. Yield (Optimization of Interest Earnings) (PFIA 2256.005(b)(2))

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

V. RESPONSIBILITY AND CONTROL

A. Delegation of Authority (PFIA 2256.005(f))

Management responsibility for the investment program is assigned to the City Manager as provided in the Home Rule Charter for the City.

The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.

No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The investment authority granted to these Investment Officers is effective until rescinded by the City Council.

The City Council may designate by resolution one or more Investment Officers or employees as members of the Investment Advisory Committee assigned to review investment policies and procedures, investment strategies, broker/dealers, independent training sources and investment performance. Members of the Committee must demonstrate knowledge and expertise in the area of finance, investments, or cash management. If a Committee is designated, it shall elect a Chairman and the meetings shall be called as needed.

B. Training Requirement (PFIA 2256.008)

In order to ensure qualified and capable investment management, the Director of Finance and any other designated Investment Officers must attend ten (10) hours of training within twelve (12) months of taking office. Additionally, Investment Officers must attend investment training not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Investment Advisory Committee. For purposes of this Policy, an "independent source" from which investment training shall be obtained shall include a professional organization (such as the Texas Municipal League (TML)), an institute of higher learning, or any other sponsor other than a business organization with whom the City may engage in an investment transaction. The Director of Finance and any other designated Investment Officers shall also comply with any continuing education or retraining requirement prescribed by law.

C. Internal Controls (Best Practice)

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from fraud, waste, abuse, or mismangement. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process, as part of the annual audit, for review by the external auditor to assure compliancewith policies and procedures. The internal controls shall address the following points:

1. Control of collusion.

2. Segregation of duties.

3. Separation of transactions authority from accounting and record keeping.

3. Custodial safekeeping receipts records management.

4. Avoidance of physical delivery securities.

5. Clear delegation of authority to subordinate staff members.

6. Written confirmation for telephone (voice) transactions for investments and wire transfers.

7. Development of a wire transfer agreement with the depository bank or third-party custodian.

D. Prudence (PFIA 2256.006)

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule.

This rule states that "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 the following:

1. The investment of all funds or funds under the City's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.

2. Whether the investment decision was consistent with the written Investment Policy of the City and that any deviation from expected outcome was reported in a timely manner to the City Manager and City Council.

E. Indemnification (Best Practice)

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and the appropriate action is taken to control adverse developments.

F. Ethics and Conflicts of Interest (PFIA 2256.005(I))

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial/investment positions that could be related to the performance of the investment portfolio. Employees and Investment Officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

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 the second degree of affinity or sanguinity 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 City Council.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

A. Portfolio Management

The City currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments purchased with the intent to be held until maturity. However, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. Securities may be sold for the following reasons:

1. A security with declining credit may be sold early to minimize loss of principal.

2. A security swap would improve the quality, yield, or target duration in the portfolio.

3. Liquidity needs of the portfolio require that the security be sold.

B. Investments (PFIA 2256.00S(b)(4)(A))

Assets of the City 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.

1. Authorized.

    a. Obligations of the United States of America, its agencies or instrumentalities.

    b. Certificates of Deposit (CD's) of state and national banks

domiciled in Texas, a savings and loan association domiciled in this state, or a state or federal credit union that has its main office or a branch office in this state that is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or secured by obligations in manner and amount provided by law for deposits of the investing entity.

c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.

d. Money Market Mutual funds that are:

(1) registered and regulated by the Securities Exchange Commission (SEC);

(2) have a dollar weighted average stated maturity of ninety (90) days or less;

(3) and, maintain a net asset value of $1 for each share.

e. Government investment pools which:

(1) meet the requirements of Chapter 2256.016 of the Act;

(2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service;

(3) and, are authorized by resolution or ordinance by the City Council.

2. Not Authorized (PFIA 2256.009(b)(l -4)

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage- backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of ten (10) years.

VII. INVESTMENT PARAMETERS

A. Maximum Maturities (PFIA 2256.005(b)(4)(B))

The longer the maturity of investments the greater the price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing greater than twenty-four (24) months from the date of purchase. Additionally, the above described obligations, certificates, or agreements may be collateralized using only those investments meeting these same criteria provided that the securities pledged for collateral may not mature more than sixty (60) months from the date of purchase or pledge.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

Each Fund portfolio will have a weighted average maturity of twelve (12) months or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

B. Diversification (PFIA 2256.005(b)(3))

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

1. Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U. S. government securities).

2. Limiting investment in securities that have higher credit risks.

3. Investing in securities with varying maturities.

4. Continuously investing a portion of the portfolio in readily available funds such as bank deposits, local government investment pools, money market mutual funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City of Lago Vista portfolio:

1.	U. S. Treasury Securities	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	100%
4.	Repurchase Agreements*	20%
5.	Money Market Mutual Funds	50%
6.	Authorized Pools	100%
7.	Depository Bank	100%

*Excluding flexible repurchase agreements for investment of bond proceeds.

VIII. INVESTMENT STRATEGY BY FUND TYPE

A. Operating Funds and Commingled Funds Containing Operating Funds

Operating Funds will have as their primary objective to support the goals of the Investment Policy on these funds for safety and assure that cash flows are matched with adequate liquidity while obtaining reasonable market yields. This will be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing other liquid alternatives.

The dollar weighted average will be 180 days or less to accomplish this goal. The portfolio shall be diversified to protect against credit and market risk in any one sector. No security will be purchased with maturity over eighteen (18) months. Operating fund reserves or fund balances shall only be invested in securities that have a maximum maturity of twelve (12) months.

B. Debt Service

Investment strategies for debt service funds shall have as the primary objective the guarantee of investment liquidity adequate to cover the debt service obligation on the required payment date. Investment will be made that will promise safety of principal and liquidity first and yield and diversification second. Securities purchased will not have maturity dates that exceed the next debt service payment date until the next debt service payment is fully funded and in no instance will have a maximum weighted average maturity greater than six (6) months.

C. Debt Service Reserves

Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.

Since this is one of the highest priorities of the City, securities with the highest safety will be chosen. Securities will be chosen for their maturity dates and not require the highest degree of diversification.

Reserve funds will purchase securities carrying the optimum yield available within the desired maturity and quality range, with a maximum weighted average maturity of twelve (12) months.

D. Capital Project and Special Purpose Funds

These funds will have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. No funds will be invested longer than the related anticipated expenditures.

These portfolios should have liquid securities to allow for unanticipated project expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The dollar weighted average life of the portfolio should match the weighted average life of the expenditures. Funds invested for capital projects may be from bond proceeds that are subject to arbitrage rebate regulations.

The City will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of bonds. Any positive arbitrage income will be rebated to the Federal Government according to arbitrage regulations. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield on the applicable bond.

IX. SELECTION OF BANK DEPOSITORY, BROKER/DEALERS, AND INVESTMENT ADVISORS

A. Depository (Chapter 116, Texas Local Government Code)

At least every five (5) years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum of an initial three (3) year term, with options to renew for either one or two-year terms. The

selection of a depository will be determined by competitive process and evaluation of proposals will be based on the following selection criteria:

1. The ability to qualify as a depository for public fund in accordance with state and local laws.

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4. Complete response to all required items on the bid form.

5. Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

6. The credit worthiness and financial stability of the bank.

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1. Audited financial statements.

2. Completed broker/dealer questionnaire.

3. Certification of having read and understood the City's Investment Policy and agreeing to comply with the Policy.

An Investment Advisory Committee must adopt and annually review a

list of qualified broker/dealers authorized to engage in investment transactions with the City.

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X. SAFEKEEPING OF SECURITIES

A. Safekeeping Agreement (Best Practice)

The City shall contract with a bank or banks for the safekeeping of

securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

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C. Collateralization (PFIA 2257 .023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank or other financial institution. 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, less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level of collateralization for certain collateral securities.

Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities.

A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained by the Director of Finance. Collateral shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. The City, at its sole discretion, may change the reporting frequency.

D. Collateral Defined

The City shall accept the following securities as collateral:

1. Obligations of the United States or its agencies and instrumentalities.

2. Direct obligations of the State of Texas or its agencies and instrumentalities.

3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States.

4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity of ten (10) years or less.

5. A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent.

6. A letter of credit issued to the City by the Federal home Loan Bank.

E. Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

XI. PERFORMANCE

A. Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles commensurate with the investment risk constraints and the cash flow requirements of the City.

B. Performance Benchmark (Best Practice)

The City's portfolio shall be designed with the objective of regularly meeting or 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. Weighted -average yield to maturity shall be the portfolio performance measurement.

XII. REPORTING

A. Methods (PFIA 2256.023)

The Investment Officers shall prepare an investment report on no less than a quarterly basis that summarizes investment strategies employed in the most recent quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This 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 Manager and the City Council. The report will include the following:

1. A listing of individual securities held at the end of the reporting period.

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

3. Additions and changes to the market value during the period.

4. Average weighted yield to maturity of portfolio as compared to applicable benchmark.

5. Listing of investments by maturity date.

6. Fully accrued interest for the reporting period.

7. The percentage of total portfolio which each type of investment represents.

8. Statement of compliance of the City's investment portfolio with State Law and the investment strategy and Policy approved by the City Council.

In conjunction with the annual audit, an independent auditor will perform a formal review of the quarterly reports with the results reportedto the City Council (PFIA 2256.023(d)).

B. Marking to Market (PFIA 2256.005(b)(4)(D))

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source.

XIII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by resolution of the City Council (PFIA 2256.005(e)). It is the City's intent to comply with state laws and regulations. The City's Investment Policy shall be subject to revisions to stay current with changing laws, regulations, and the needs of the City. The Policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.

Revised August 23, 2023

CITY OF LAGO VISTA, TEXAS
INVESTMENT POLICY

I. POLICY

It is the policy of the City of Lago Vista (hereinafter referred to as "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the extent possible, at the optimum rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a visible and material source of revenue to City funds. The City's investment portfolio shall be managed in a manner designed to optimize this revenue source, to be responsive to the public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

A. Safety - Preservation of Principal.

B. Liquidity - Maintenance of Liquidity to Fund Operations.

C. Public Trust - Prudent Investment Activities.

D. Yield - Optimization of the Po1tfolio.

II. PURPOSE

The purpose of the investment policy is to comply with Chapter 2256 of Title I0 of the Texas Local Government Code, "Public Funds Investment Act" (hereinafter referred to as the "Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City's Annual Program of Services (budget) and the Annual Comprehensive Financial Report when it is prepared.

Deleted: Annual

Deleted: (CAFR)

A. Funds Included

1. General Fund

2. Special Revenue Funds

3. Capital Project Funds

4. Enterprise Funds

5. Trust and Agency Funds - To the extent required by law or existing contract to be kept segregated and managed separately.

6. Debt Service Funds - Including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.

7. New Funds - Created by the City, unless specifically exempted from this Policy by the City Council or by law.

B. Funds Excluded

This Policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System (TMRS) and any deferred compensation programs, including Nationwide and the ICMA-RC 457, administered for the benefit of city employees by outside agencies. The City shall maintain responsibility for these funds only as required by State Law, City Charter or Code of Ordinances.

IV. INVESTMENT OBJECTIVES

The City shall manage and invest its cash with four primary objectives listed in the order of priority as follows: safety, liquidity, public trust, and yield

(expressed as optimization of interest earnings). 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 payments 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 optimum yield on short-term investment of pooled idle cash.

A. Safety (PFIA 2256.00S(b)(2))

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective being to mitigate credit and interest rate risk.

1. Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer, by:

   a. Limiting investments to the safety types of securities.

   b. Pre-qualifying the financial institutions and broker/dealers with which the City will do business.

   c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk - The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in interest rates, by:

   a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

   b. Investing operating funds primarily in shorter-term securities, bank deposits, money market mutual funds or local government

investment pools.

c. Diversifying maturities and staggering purchase dates to minimize the impact market movements over time.

B. Liquidity (PFIA 2256.005 (b)(2))

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio will also be placed in bank deposits, money market mutual funds, or local government investment pools that offer same day liquidity for short term funds.

C. Public Trust

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

D. Yield (Optimization of Interest Earnings) (PFIA 2256.005(b)(2))

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

V. RESPONSIBILITY AND CONTROL

A. Delegation of Authority (PFIA 2256.005(f))

Management responsibility for the investment program is assigned to the City Manager as provided in the Home Rule Charter for the City.

The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.

No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The investment authority granted to these Investment Officers is effective until rescinded by the City Council.

The City Council may designate by resolution one or more Investment Officers or employees as members of the Investment Advisory Committee assigned to review investment policies and procedures, investment strategies, broker/dealers, independent training sources and investment performance. Members of the Committee must demonstrate knowledge and expertise in the area of finance, investments, or cash management. If a Committee is designated, it shall elect a Chairman and the meetings shall be called as needed.

B. Training Requirement (PFIA 2256.008)

In order to ensure qualified and capable investment management, the Director of Finance and any other designated Investment Officers must attend ten (10) hours of training within twelve (12) months of taking office. Additionally, Investment Officers must attend investment training not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities. The investment training session shall be provided by an independent source approved by the Investment Advisory Committee. For purposes of this Policy, an "independent source" from which investment training shall be obtained shall include a professional organization (such as the Texas Municipal League (TML)), an institute of higher learning, or any other sponsor other than a business organization with whom the City may engage in an investment transaction. The Director of Finance and any other designated Investment Officers shall also comply with any continuing education or retraining requirement prescribed by law.

C. Internal Controls (Best Practice)

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from fraud, waste, abuse, or mismangement. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by management.

Deleted: loss, theft,

Deleted: misuse

Accordingly, the Director of Finance shall establish a process, as part of the annual audit, for review by the external auditor to assure compliancewith policies and procedures. The internal controls shall address the following points:

1. Control of collusion.

2. Segregation of duties.

3. Separation of transactions authority from accounting and record keeping.

3. Custodial safekeeping receipts records management.

4. Avoidance of physical delivery securities.

5. Clear delegation of authority to subordinate staff members.

6. Written confirmation for telephone (voice) transactions for investments and wire transfers.

7. Development of a wire transfer agreement with the depository bank or third-party custodian.

D. Prudence (PFIA 2256.006)

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule.

This rule states that "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 the following:

1. The investment of all funds or funds under the City's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.

2. Whether the investment decision was consistent with the written Investment Policy of the City and that any deviation from expected outcome was reported in a timely manner to the City Manager and City Council.

E. Indemnification (Best Practice)

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and the appropriate action is taken to control adverse developments.

F. Ethics and Conflicts of Interest (PFIA 2256.005(I))

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial/investment positions that could be related to the performance of the investment portfolio. Employees and Investment Officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

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 the second degree of affinity or sanguinity 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 City Council.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

A. Portfolio Management

The City currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments purchased with the intent to be held until maturity. However, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. Securities may be sold for the following reasons:

1. A security with declining credit may be sold early to minimize loss of principal.

2. A security swap would improve the quality, yield, or target duration in the portfolio.

3. Liquidity needs of the portfolio require that the security be sold.

B. Investments (PFIA 2256.00S(b)(4)(A))

Assets of the City 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.

1. Authorized.

    a. Obligations of the United States of America, its agencies or instrumentalities.

    b. Certificates of Deposit (CD's) of state and national banks

domiciled in Texas, a savings and loan association domiciled in this state, or a state or federal credit union that has its main office or a branch office in this state that is guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or secured by obligations in manner and amount provided by law for deposits of the investing entity.

c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.

d. Money Market Mutual funds that are:

(1) registered and regulated by the Securities Exchange Commission (SEC);

(2) have a dollar weighted average stated maturity of ninety (90) days or less;

(3) and, maintain a net asset value of $1 for each share.

e. Government investment pools which:

(1) meet the requirements of Chapter 2256.016 of the Act;

(2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service;

(3) and, are authorized by resolution or ordinance by the City Council.

2. Not Authorized (PFIA 2256.009(b)(1-4)

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage- backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of ten (10) years.

VII. INVESTMENT PARAMETERS

A. Maximum Maturities (PFIA 2256.005(b)(4)(B))

The longer the maturity of investments the greater the price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing greater than twenty-four (24) months from the date of purchase. Additionally, the above described obligations, certificates, or agreements may be collateralized using only those investments meeting these same criteria provided that the securities pledged for collateral may not mature more than sixty (60) months from the date of purchase or pledge.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

Each Fund portfolio will have a weighted average maturity of twelve (12) months or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

B. Diversification (PFIA 2256.005(b)(3))

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

1. Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U. S. government securities).

2. Limiting investment in securities that have higher credit risks.

3. Investing in securities with varying maturities.

4. Continuously investing a portion of the portfolio in readily available funds such as bank deposits, local government investment pools, money market mutual funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City of Lago Vista portfolio:

1.	U. S. Treasury Securities	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	100%
4.	Repurchase Agreements*	20%
5.	Money Market Mutual Funds	50%
6.	Authorized Pools	100%
7.	Depository Bank	100%

*Excluding flexible repurchase agreements for investment of bond proceeds.

VIII. INVESTMENT STRATEGY BY FUND TYPE

A. Operating Funds and Commingled Funds Containing Operating Funds

Operating Funds will have as their primary objective to support the goals of the Investment Policy on these funds for safety and assure that cash flows are matched with adequate liquidity while obtaining reasonable market yields. This will be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing other liquid alternatives.

The dollar weighted average will be 180 days or less to accomplish this goal. The portfolio shall be diversified to protect against credit and market risk in any one sector. No security will be purchased with maturity over eighteen (18) months. Operating fund reserves or fund balances shall only be invested in securities that have a maximum maturity of twelve (12) months.

B. Debt Service

Investment strategies for debt service funds shall have as the primary objective the guarantee of investment liquidity adequate to cover the debt service obligation on the required payment date. Investment will be made that will promise safety of principal and liquidity first and yield and diversification second. Securities purchased will not have maturity dates that exceed the next debt service payment date until the next debt service payment is fully funded and in no instance will have a maximum weighted average maturity greater than six (6) months.

C. Debt Service Reserves

Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.

Since this is one of the highest priorities of the City, securities with the highest safety will be chosen. Securities will be chosen for their maturity dates and not require the highest degree of diversification.

Reserve funds will purchase securities carrying the optimum yield available within the desired maturity and quality range, with a maximum weighted average maturity of twelve (12) months.

D. Capital Project and Special Purpose Funds

These funds will have as their primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. No funds will be invested longer than the related anticipated expenditures.

These portfolios should have liquid securities to allow for unanticipated project expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The dollar weighted average life of the portfolio should match the weighted average life of the expenditures. Funds invested for capital projects may be from bond proceeds that are subject to arbitrage rebate regulations.

The City will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of bonds. Any positive arbitrage income will be rebated to the Federal Government according to arbitrage regulations. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield on the applicable bond.

IX. SELECTION OF BANK DEPOSITORY, BROKER/DEALERS, AND INVESTMENT ADVISORS

A. Depository (Chapter 116, Texas Local Government Code)

At least every five (5) years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum of an initial three (3) year term, with options to renew for either one or two-year terms. The

selection of a depository will be determined by competitive process and evaluation of proposals will be based on the following selection criteria:

1. The ability to qualify as a depository for public fund in accordance with state and local laws.

2. The ability to provide requested information or financial statements for the periods specified.

3. The ability to meet all requirements in the banking RFP and the Investment Policy.

4. Complete response to all required items on the bid form.

5. Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

6. The credit worthiness and financial stability of the bank.

B. Brokers/Dealers (PFIA 2256.025)

The City shall select dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as "Primary Government Security Dealers", or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

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

1. Audited financial statements.

2. Completed broker/dealer questionnaire.

3. Certification of having read and understood the City's Investment Policy and agreeing to comply with the Policy.

An Investment Advisory Committee must adopt and annually review a

list of qualified broker/dealers authorized to engage in investment transactions with the City.

C. Investment Advisors

Investment Advisors shall adhere to the spirit, philosophy, and specific terms of this Policy and shall advise within the same "Standard of Care". Selected Investment Advisors must be registered under the Investment Advisors Act of 1940 or with the State Securities Board. A contact with an Investment Advisor may not be for a term longer than two years and must be approved by the City Council, including any renewals or extensions.

D. Competitive Bids (Best Practice)

Competitive quotes must be taken from at least three (3) qualifying institutions for any investment transaction, other than the investment of funds in an authorized pool, money market mutual fund, or certificate of deposit through the depository bank. Investment transactions may be done orally but must be followed by electronic or written communication. Written confirmation shall be received from the financial institution or broker/dealer.

D. Delivery Versus Payment (PFIA 2256.005(b)(4)(E))

Securities shall be purchased using the delivery versus payment method with the exception of investment pools and mutual funds. Funds shall not be wired and paid until verification has been made that the safekeeping bank received the correct security. The security shall be held in the name of the City or held on behalf of the City. The safekeeping bank'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.

X. SAFEKEEPING OF SECURITIES

A. Safekeeping Agreement (Best Practice)

The City shall contract with a bank or banks for the safekeeping of

securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

B. Safekeeping

All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposit in banks. The collateral for certificates of deposit or banks will be registered in the City's name, or a third- party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained by the Director of Finance.

C. Collateralization (PFIA 2257 .023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank or other financial institution. 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, less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level of collateralization for certain collateral securities.

Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities.

A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained by the Director of Finance. Collateral shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. The City, at its sole discretion, may change the reporting frequency.

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4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity of ten (10) years or less.

5. A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent.

6. A letter of credit issued to the City by the Federal home Loan Bank.

E. Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

XI. PERFORMANCE

A. Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles commensurate with the investment risk constraints and the cash flow requirements of the City.

B. Performance Benchmark (Best Practice)

The City's portfolio shall be designed with the objective of regularly meeting or 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. Weighted -average yield to maturity shall be the portfolio performance measurement.

XII. REPORTING

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1. A listing of individual securities held at the end of the reporting period.

2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

3. Additions and changes to the market value during the period.

4. Average weighted yield to maturity of portfolio as compared to applicable benchmark.

5. Listing of investments by maturity date.

6. Fully accrued interest for the reporting period.

7. The percentage of total portfolio which each type of investment represents.

8. Statement of compliance of the City's investment portfolio with State Law and the investment strategy and Policy approved by the City Council.

In conjunction with the annual audit, an independent auditor will perform a formal review of the quarterly reports with the results reportedto the City Council (PFIA 2256.023(d)).

B. Marking to Market (PFIA 2256.005(b)(4)(D))

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source.

XIII. INVESTMENT POLICY ADOPTION

The City's Investment Policy shall be adopted by resolution of the City Council (PFIA 2256.005(e)). It is the City's intent to comply with state laws and regulations. The City's Investment Policy shall be subject to revisions to stay current with changing laws, regulations, and the needs of the City. The Policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.

AGENDA ITEM NO. 10

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Consider approval of Resolution No. 24-2075; a resolution of the City Council of the City of Lago Vista, Texas adopting the Fiscal & Budgetary Policy for Fiscal Year 2025.

BACKGROUND: In compliance with requisites set forth in the Public Funds Investment Act, it is best practice to review and approve annually during the budget adoption process the Fiscal & Budgetary Policy that dictate how to account for all of the City's revenue and expenses during the proposed fiscal year.

FINDINGS: No changes have been made to the current policy. Council will be reaffirming the current policy in order to ensure continuity as we close out FY2024 and begin FY 2025. A copy of the Budgetary Policy will be included in the final adopted FY 2024-2025 Budget Book available to the Council, Staff, and the Public on the City website.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
24-2075 Resolution Fiscal Budgetary Policy Statements for FY2025.pdf
FY 2024-2025 Fiscal and Budgetary Policy - redline.pdf
FY 2024-2025 Fiscal and Budgetary Policy.pdf

CITY OF LAGO VISTA, TEXAS

RESOLUTION NO. 24-2075

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS ADOPTING THE FISCAL & BUDGETARY POLICY FOR FISCAL YEAR 2025

WHEREAS, the City of Lago Vista, Texas is committed to financial management through integrity, prudent stewardship, planning, accountability, full disclosure and communication; and

WHEREAS, the broad purpose of the Fiscal and Budgetary Policy Statements is to enable the City to achieve and maintain a long-term stable and positive financial condition, and provide guidelines for the day-to-day planning and operations of the City's financial affairs;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS THAT:

The City Council of the City of Lago Vista, Texas hereby adopts the Fiscal & Budgetary Policy for Fiscal Year 2025, copy attached.

AND, IT IS SO RESOLVED, PASSED AND APPROVED this 19th day of September 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved.

City of Lago Vista

Fiscal & Budgetary Policy

Adopted September 76, 202~~2~~3

Revised September 9~~August 23~~, 202~~3~~4

City of Lago Vista
Fiscal and Budgetary Policy

Statutory Authorization: The following document provides a framework for fiscal stewardship of the City. It operates within the confines of 1) federal and state law, 2) city charter, and 3) city code of ordinances. Any conflict herein will be subordinate to those legal authorities.

Governance: The City Manager hires the Chief Financial Officer (CFO) of the City and appoints a Director of Finance/Treasurer or similar position to oversee the administration of these policies.

I. PURPOSE

The City of Lago Vista is committed to transparent financial management through integrity, prudent stewardship, planning, accountability, full disclosure, and communication. The ~~broadpurpose~~broad purpose of the Fiscal and Budgetary Policies is to enable the City to achieve and maintain a long-term stable and positive financial condition and provide guidelines for the day-to-day planning and operations of the City's financial affairs.

The scope of this policy generally spans areas of accounting and financial reporting, both operating and capital budgeting, revenue management, investment and asset management, debt management and forecasting, and a system of internal controls. This is done in order to:

> ***A. Demonstrate to the citizens of Lago Vista, the investment community, and the bond rating agencies that the ~~City~~city is committed to a strong fiscal ~~operation;~~operation.***
>
> ***B. Provide precedents for future policy makers and financial managers on common financial goals and ~~strategies;~~strategies.***
>
> ***C. Fairly present and fully disclose the financial position of the City in conformity to generally accepted accounting principles (GAAP~~);~~).***
>
> ***D. Demonstrate compliance with finance-related legal and contractual issues in accordance with the Texas Local Government Code and other legal mandates; and***
>
> ***E. Ensure full transparency in the governance of public funds entrusted to the City Council and City staff to manage and protect.***

These policies will be reviewed and updated annually as part of the budget preparation process. Council members will separately adopt these policies through resolution.

A. Funds Governed

The budgeted funds for the City of Lago Vista include:

Governmental Funds: General Fund which accounts for all financial resources except those required to be accounted for in another fund, and ~~include~~includes basic governmental services, such as Police, Public Works and Parks functions among others.

Special Revenue Funds (SRF): Account for specific revenues that are legally restricted for specified purposes. The City currently budgets three SRF type funds: Hotel Occupancy Tax, Impact Fees, and Parkland Dedication.

Debt Service Fund: Is used to account for the payment of general long-term debt principal and interest.

~~-~~Capital Project Funds: Used to account for the acquisition or construction of major capital facilities other than those financed by enterprise activities. A variety of project funds will be created based on the nature of the projects and the sources of funding.

Proprietary and Enterprise Funds: Include the City's "business like" activities including utility, golf, and aviation funds.

The City will also make use of sub-ledger 'accounts' as a basis for tracking restricted funds where administratively feasible. Those include:

Court – City Truancy Prevention Fees, State Court Cost Fees, Building Security Fees, Court Technology Fees, City Judicial Fees, and Juvenile Case Management Fees
Police – School Crossing Guard, LEOSE, CAPCO, Bulletproof Vest
Development Services – Escrow accounts

B. Basis of Accounting and Basis of Budgeting

Generally Accepted Accounting Principles (GAAP) are the rules established by the Governmental Accounting Standards Board. The City will follow the standards in their annual financial reports on or by the designated effective reporting date.

The City accounts and budgets for all Governmental Funds using the modified accrual basis of accounting. This basis means that revenue is recognized in the accounting period in which it becomes available and measurable, while expenditures are recognized in the accounting period in which they are incurred. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for preparing the budget is the same as the basis of accounting. Exceptions to the modified accrual basis of accounting include:

- *Encumbrances, which are treated as expenditures in the year they are encumbered, not when ~~expended;~~expended.*
- *Grants, which are considered revenue received; and*
- *Principal and interest on long-term debt, which are recognized when paid.*

General government funds include the general fund, special revenue funds, debt service fund and general capital project funds.

Proprietary Funds, which include the Utility ~~Fund~~Fund, are accounted for and budgeted using the full-accrual basis of accounting. Under this method, revenues are recognized when they are earned and measurable, while expenses are recognized when they are incurred regardless of timing or related cash flows. The basis for preparing the budget is the same as the basis of accounting except for the following:

- *Principal payments on long-term debt and capital outlay, which are treated as budgeted ~~expenses;~~expenses.*
- *Depreciation which is not budgeted; and*
- *Non-budgeted accruals such as compensated absences.*

Year-end comparisons of budget to actual will appear in the financial statements of the City, at a minimum for those funds identified as major funds in the audit process.

II. OPERATING BUDGET

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan. The annual budget includes all operating departments of the general fund, proprietary funds, debt service funds, special revenue funds, and capital improvement funds of the City.

A. Comprehensive/Strategic Planning

The Lago Vista "Comprehensive Plan" is the City's comprehensive plan to preserve, promote and protect public health and general welfare, prevent overcrowding, ensure adequate transportation, availability of necessary utilities and services, and conserve and protect the City's natural resources. The City's budget is the Annual Operating Plan element of the Comprehensive Plan.

The Comprehensive Plan is founded on strategic objectives or "policy areas" that are reviewed at least every five years. Funding of City programs should be based upon the objectives set forth in the Master Plan.

The City Charter and the Comprehensive Master Plan describe the budget process as an integral planning tool, suggesting the City plan for both five and one year time horizons. They recommend the budget be focused on these areas and significantly in consonance with the goals and objectives outlined in the comprehensive plan.

B. Preparation

The Charter (Section 8.02) requires "The Chief Financial Officer, prior to August first of each year, shall submit to the Council a proposed budget for the ensuing fiscal year and an accompanying budget message." The budget shall provide "a complete financial plan for all City funds and activities for the ensuing fiscal year. It shall contain all items and contents required by State law. The total of proposed expenditures shall not exceed the total of estimated income plus any accumulated surplus." The City Council shall, after holding public hearings as required by State law, adopt the budget by ordinance no later than the 30th day of September. If it fails to adopt

the budget by September 30th, the budget as proposed by the City Manager shall go into effect until such time as the Council adopts a budget.

C. Proposed Budget

A proposed budget shall be prepared by the Chief Financial Officer with the participation of all City Department Heads and the City Manager that is within the provisions of the Charter and in consonance with the guidance contained in the Comprehensive Master Plan.

1. Elements. The budget shall include the following basic segments for review and evaluation:

- *Budget Message*
- *General Fund*
- *Utility Fund*
- *Capital Improvement Funds*
- *Hotel Occupancy Fund (HOT)*
- *Debt Service Fund & Investments*
- *Aviation Fund*
- *Golf Fund*
- *Park Fund*
- *Water & Sewer Impact Fee Fund*
- *Section 8.04(b) requires itemized budget by department and agency*

2. Review. The budget review process will include provisions for City Council participation, including sufficient time to address policy and fiscal issues, and citizen input ~~through the use of~~using public hearings.

3. Distribution. A copy of the proposed budget will be filed with the City Secretary at the time it is submitted to the City Council. A copy will also be available at City Hall and the Public Library for citizen review. It will also be posted on the city website as required.

4. Notifications. Public notifications, distribution, including the language incorporated and the methods by which the public gains access to the budget will be governed by state law in effect at that time. State laws affecting the budget and the tax rate include provisions from both the Local Government Code, as well as the Tax Code.

D. Adoption

Prior to finalization of the budget appropriations, the City Council will hold at least one public hearing, and subsequently adopt the final budget as amended by Ordinance. The budget will be effective for the fiscal year beginning October 1st.

At the City Manager's discretion, the Annual Operating Plan document may be submitted to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.

E. Balanced Budget

The goal of the City is to balance the operating budget with current revenues, whereby, current revenues would match and fund on-going expenditures/expenses. Excess balances in the operating funds from previous years could be used for non-recurring (one-time only) expenditures/expenses or for capital outlay based upon the recommendation of the City Manager and determination by the Council.

F. Planning

The budget process will be coordinated so that major policy issues are identified prior to the budget approval date. This will allow ~~City~~the City Council adequate time for consideration of appropriate decisions and analysis of financial impacts. A budget calendar will be submitted by the City Manager outlining the major steps in the process and the opportunities for City Council review and citizen input.

Outstanding encumbrances will expire if not spent in encumbered year and will have to be re-appropriated.

G. Reporting

Summary financial reports will be presented to the City Council ~~on a monthly basis~~monthly. These reports will be in a format appropriate to enable the City Council to understand the overall budget and financial status. Quarterly reports will also be provided as needed which contain updates on the status of projects and related financial goals set forth in the budget and if determined necessary, may also include appropriate budget amendment recommendations.

H. Control and Accountability

Each Department Head, appointed by the City Manager, should be responsible for the administration of his/her departmental budget. This includes accomplishing the Goals and Objectives adopted as part of the budget and monitoring of their portion of the budget for compliance with spending limitations. The City Manager may transfer any unencumbered funds within a departmental budget category (personnel costs, operations and maintenance or capital) and shall report such transfers to the Council in writing in a timely manner. All other transfers of appropriation or budget amendments require City Council approval as outlined in Section I.

I. Budget Amendments

The Charter (Section 8.06) provides a method for budget amendments and emergency appropriations. The City Council may authorize, through a majority vote, an emergency expenditure as an amendment to the original budget. This may be done in cases of grave public necessity or to meet an unusual and unforeseen condition that was not known at the time the budget was adopted. In practice, this has been interpreted to include revenue-related expenses within the enterprise funds and timing differences on capital improvement projects. The following criteria will be used in evaluation of budget amendments:

- *Is the request necessary?*
- *Why was the item not budgeted in the normal budget process?*
- *Why can't a transfer be ~~done~~made within the budget to remedy the condition?*

The City Manager must certify availability of revenues or funding sources prior to adoption. The ~~City~~city will amend the budget at year end, if needed, for ~~revenue based~~revenue-based expenditures that exceeded budgeted amounts due to increased revenue and recognize any grant funded expenditures for grants received after the budget was adopted or last amended. The City Council may also amend the budget, if necessary, as part of the Mid-Year Review process for any capital project timing adjustments from ~~prior~~the prior year as well as any other known adjustments needed and approved at that time.

J. Contingency Appropriations

The budget may include contingency appropriations within designated operating department budgets. These funds are used to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur during the year.

K. Manager's Contingency Account

The budget may also include a set ~~amount~~number of contingency appropriations within the Administration Budget to be spent at the discretion of the City Manager. These funds may be used to offset expenditures for unexpected purchases and other unanticipated expenses that might occur during the year. The specific amount of contingency funds included in the budget shall be set by the City Council through the adoption of the annual budget.

III. REVENUE MANAGEMENT

A. Characteristics

The ~~City~~city will strive for the following optimum characteristics in its revenue system:

1. **Simplicity** – The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple ~~in order to~~to reduce compliance costs for the taxpayer or service recipient.

2. **Certainty** – A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budget.

3. **Equity** – The City will make every effort to maintain equity in its revenue system, i.e., the City should seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customer classes.

4. **Revenue Adequacy** – The City should require there be a balance in the revenue system, i.e., the revenue base will have the characteristics of fairness and neutrality as it

applies to cost of service, willingness to pay, and ability to pay.

5. Realistic and Conservative Estimates - Revenues will be estimated realistically and conservatively, recognizing the volatile nature of ~~variousrevenue~~various revenue streams.

6. Administration – The benefits of a revenue source should exceed the cost of levying and collecting that revenue.

7. Diversification and Stability – A diversified revenue system with a stable source of income is preferred. This will help offset instabilities in revenue sources with large fluctuations due to the economy (sales tax) and variations in the weather (water sales, golf rounds).

B. Other Considerations

The following considerations and issues should guide the City in its revenue policies concerning specific sources of funds:

1. **Cost/Benefit of Incentives for Economic Development** – The City will use due caution in the analysis of any incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as part of the evaluation.

2. **Non-Recurring Revenues** – One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not for budget balancing purposes.

3. **Property Tax Revenues** – All real and business personal property located within the City will be valued at 100% of the fair market value for any given year based on the current appraisal supplied by the Travis County Appraisal District. Conservative budgeted revenue estimates result in a projected ninety-eight percent (98%) budgeted collection rate for current ad valorem taxes. Two percent (2%) of the current ad valorem taxes will be projected as the budget for delinquent ad valorem tax collection. For budgeting purposes, the City will forecast the current year's effective tax rate at the current collection rate of 100%, unless directed otherwise.

4. **Interest Income** – Interest earned from investments will be distributed to the funds based on their allocated investments, unless otherwise required by statute or determined by the City Council.

5. User-Based Fees and Service Charges – The City Council will determine how much of the cost of a service should be recovered by fees and charges. A fee can be driven by a cost-recovery approach, such that a service is identified into one of the following categories:

- Partial Cost Recovery – only a stated portion of the direct costs of services will be recovered from fees. These are for such services as library, parks, public safety, and other services where a general benefit ensues to the citizenry as a

whole and specific users cannot be easily ascertained or charged.

- Direct Cost Recovery – applies to all direct costs (operating and personnel) in ~~the exchange~~exchange for a service that is directly beneficial to a particular user. Such services as recreation classes, sports leagues, copying costs, etc. These services gain the benefit of building, facility, and capital use as well as overhead support that are not expected to be captured in a fee.
- Full Cost Recovery – applies to all direct operating costs, as well as administrative and capital overhead ~~in the course of~~while providing a service that is uniquely identifiable to a customer who exclusively benefits from that service. Those services would entail all utility programs, and related services. Full cost would capture debt burden, capital costs, overhead fees, as well as personnel and operating expenses.

The ~~City~~city will review fees and charges no less than once every three years to ensure that fees provide adequate coverage for the cost of services.

6. **Utility Fund Rates** – The City annually reviews and adopts utility rates as needed to generate revenues required to attempt to cover operating expenses, meet the legal requirements of all applicable bond covenants, debt service, and provide for an ~~adequatelevel~~adequate level of working capital for cash flows. Additionally, utility activity rates will consider transfers to other funds as follows:

   a) General and Administrative Charges – Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, customer billing, legal and other costs as appropriate. These charges will be determined through an indirect cost allocation following accepted practices and procedures.

   b) In-Lieu-of-Franchise-Fee. This potential transfer, currently between 2% and 4% of operating revenues, is consistent with the franchise rates charged to investor-owned utilities that are franchised to operate within the ~~City~~city.

7. **Intergovernmental Revenues** – All potential grants will be examined for matching requirements and must be approved by the City Manager prior to making application ~~forthe~~for the grant. It must be clearly understood that operational requirements (on-going costs) set up through of a grant program could be discontinued once the term and ~~conditionsof~~conditions of the program have been completed. The department filing the grant application will notify Finance at the point of application and will ensure that the grant is set up appropriately for reimbursement or award, depending on the nature of the grant.

8. **Revenue Monitoring** – Revenues, as they are received, will be regularly ~~comparedto~~compared to budgeted revenues and any variances should be investigated.
   i. Revenues will be monitored by ~~Fund~~the Fund. It is understood that many of the City's revenues are seasonal in nature or are reported to the ~~City~~city on a quarterly basis.
   ii. For the Enterprise Funds, all revenues will be tracked ~~on a monthly basis~~monthly for comparison purposes.

iii. As necessary, an item will be placed on the City Council agenda to discuss the status of revenues. All revenues will continue to be included in the financial reports presented to ~~Council~~the Council monthly.

IV. EXPENDITURE POLICIES

A. Appropriations

The point of budgetary control is at the department level budget for all funds. The Charter (Section 8.06) provides that any transfer of appropriation between funds must be approved by the City Council and that the City Manager, without City Council approval, is authorized to transfer appropriations within departments.

Further, the budget is controlled by the authorized positions in the adopted budget. No changes can be made to the number of authorized positions without City Council approval.

B. Purchasing

All purchases of goods or services by the City will be made in accordance with state law and the following guidelines. All purchasing decisions shall be made in accordance with the Annual Budget or Capital Budget as approved by the City Council. The purchase of items not included in the Annual or Capital Budget less than $50,000 shall require approval from the City Manager. The purchase of items not included in the Annual or Capital Budgets ~~in excess of~~more than
$50,000 shall require the approval of the City Council. All contracts greater than $50,000 shall be approved by the City Council. Emergency purchases ~~in excess of~~more than $50,000 will be limited to incidents that threaten public health, safety or damage to persons or property or in those situations in which inaction shall present a substantial financial loss to the City. All emergency purchases shall be submitted to the City Council for ratification. The following shows a summary of approval requirements for purchases.

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APPROVAL REQUIREMENTS FOR PURCHASES:

1. The City Manager shall determine the purchasing authority limits of all Department Heads and other employees on a case-by-case basis; however, under no circumstances shall that authority exceed $5,000.

2. Department Heads shall determine the purchasing authority of subordinate employees on a case-by-case basis; however, under no circumstances shall that authority exceed $1000.

C. Prompt Payment

All invoices approved for payment by the proper City authorities shall be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all purchase discounts, when possible.

D. Risk Management

The ~~City~~city will pursue every opportunity to provide for the public's and City employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs.

V. BUDGET CONTINGENCY PLAN

This policy is designed to establish general guidelines for managing revenue shortfalls resulting from local and national economic downturns or other issues that adversely affect the City's revenue streams of all funds.

A. Immediate Action

Once a budgetary shortfall is projected, the City Manager will take the necessary actions to offset any revenue shortfall with a reduction in current expenses. The City Manager may:

- *Freeze all new hire and vacant positions except those deemed to be a necessity by the City ~~Manager;~~Manager.*
- *Review all planned capital expenditures; and/or*
- *Delay all "non-essential" spending or equipment replacement purchases.*

B. Further Action

If the above actions are insufficient to offset the revenue deficit and the shortfall continues to increase, the City Manager will further reduce operating expenses to balance the variance. Any resulting service level reductions, including workforce reductions, will be brought to the City Council for direction and determination.

VI. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

The City's goal is to maintain City facilities and infrastructure in order to provide excellent services to the customers within the community, meet growth related needs, and comply with all state and federal regulations.

A. Preparation

The ~~City~~city annually updates and adopts a five-year Capital Improvement Program (CIP) schedule as part of the operating budget adoption process. The plan is reviewed and adjusted annually as needed, and year one is adopted as the current year capital budget. The capital budget will include all capital projects, capital resources, and estimated operational impacts. Priorities for Capital Improvements should consider:

- *Needed capital improvements should be identified through system models, repair and maintenance records and growth demands.*
- *Economic development projects that have capital infrastructure needs should be reviewed and approved for funding by the ~~City~~city to be included in the CIP process or subsequent amendment.*
- *A team approach will be used to prioritize CIP projects, whereby City staff from all operational areas provide input and ideas relating to each project and its effect on operations.*

• *Citizen involvement and participation may be solicited in formulating the capital budget through public hearings and other forums.*

In cases where CIP requirements vary, such as impact fees (with 10-year planning windows and a specialty review process), the ~~City~~city will abide by those requirements.

B. Control

All capital project expenditures must be appropriated in the capital budget. ~~Availability~~The availability of resources must be identified before any CIP contract is presented to the City Council for approval.

C. Financing Programs

Where applicable, assessments, impact fees, pro rata charges, or other fees should be used to fund capital projects which have a primary benefit to specific identifiable property owners.

Recognizing that long-term debt is usually a more expensive financing method, alternative-financing sources will be explored before debt is issued. See Sections X and XI. Short-term financing including Capital Leasing and other tax-supported obligations can be used to fund vehicles, computers and other operating equipment if the impact to the tax rate is minimal.

VII. CAPITAL MAINTENANCE AND REPLACEMENT

The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of all individual funds with infrastructure should be budgeted each year to maintain the quality within each system.

A. Infrastructure Maintenance

On-going maintenance costs are included as operating or capital expense within the departmental operating budgets. These costs are generally considered system repairs and are not capitalized for accounting purposes. They include such items as street seal coat, water line repairs and other general system maintenance. Staff will prepare a street maintenance budget for ~~Council's~~the Council's consideration during the budget process.

B. Internal Service Funds

The City may utilize internal service funds to maintain and replace existing assets. Assessments are to be made to the "using" department for the use of current equipment and items to be purchased during the year. In this way, suitable funds should be accumulated and available for the purchase of operational assets with minimal issuance of debt. A systematic methodology will guide the calculation of the department charges.

VIII. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

A. Accounting

The City is solely responsible for the recording and reporting of its financial affairs, both internally and externally. The Chief Financial Officer is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's

financial position.

B. Audit of Accounts

In accordance with the City Charter, an independent audit of the City's accounts will be performed every year. The auditor may be recommended by the City Manager but is retained by and is accountable directly to the City Council.

C. Internal Reporting

The Finance Department will prepare monthly internal financial reports, sufficient to plan, monitor and control the City's financial affairs.

D. External Reporting

The Finance Department will be responsible for preparing the annual financial report by January 31st of each year [Charter IV(f)], or as timely thereafter as possible.

IX. ASSET MANAGEMENT

A. Cash Management and Investments

The City must comply with the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Local Government Code. A separate Investment Policy will be reviewed annually by the City Council and applies to all financial cash and investments held by the City.

1. Statement of Cash Management Philosophy - The City shall maintain a comprehensive cash management program to include the effective collection of all accounts receivable, the prompt deposit of receipts to the City's depository, the prompt payment of obligations, and the prudent investment of idle funds in accordance with this policy.

- Cash handling procedures will be coordinated through the Finance Department and all personnel handling cash, checks, or customer payments will be required to take applicable training. Such training will cover PCI compliance and red flag rules as applicable.
- Financial Procedures will outline that bank reconciliations will be performed monthly immediately after statements are processed by the bank; discrepancies will be researched and corrected immediately.

2. Objectives – The City's investment program will be conducted as to accomplish the following, listed in priority order:

- *Safety of the principal invested*
- *Liquidity and availability of cash to pay obligations when due*
- *Receive the highest possible rate of return (yield) consistent with the City's investment policy.*

3. Safekeeping and Custody – Investments may only be purchased directly by the City or through brokers/dealers who meet the criteria detailed in the investment policy,

which also addresses internal controls related to investments.

4. Standard of Care and Reporting – Investment will be made with judgment and care, always considering the safety of ~~principal~~the principal to be invested and the probable income to be derived. The City Manager is responsible for the overall management of the City's investment program and ensures all investments are made in compliance with the investment policy. An investment report, providing both summary and detailed information, will be presented to the City Council quarterly.

B. Fixed Assets & Inventory

These assets will be reasonably safeguarded and properly accounted for, and prudently insured when required by law.

1. Capitalization Criteria – Capitalization is defined as the point at which an item gets recorded as an asset instead of expense. For purposes of budgeting and accounting classification assets meeting all of the following criteria must be capitalized:

- *The ~~asset is~~assets are owned by the ~~City~~city.*
- *The expected useful life of the asset must be longer than one year or extend the life of an identifiable existing asset by more than one year.*
- *The original cost of the asset must be at least $5,000.*
- *The asset must be tangible.*
- *On-going repairs and general maintenance are not capitalized.*

2. New Purchases – All costs associated with bringing the asset into working order should be capitalized as part of the asset cost. This may include start-up costs, engineering, or consultant type fees as part of the asset cost once the decision or commitment to purchase the asset is made. The cost of land acquired should include all related costs associated with its purchase. The land will be recorded as a non-depreciable asset while improvements will be considered depreciable.

3. Improvements and Replacement – Improvements will be capitalized when they extend the original life of an asset or when they make the asset more valuable than it was originally. The replacement of an asset's components will normally be expensed unless they are a significant nature and meet all the capitalization criteria.

4. Contributed Capital - Infrastructure assets received from developers or as a result of annexation or other dedications will be recorded as equity contributions when they are received and depreciated the same as city funded assets. The City will not accept dedications from home-owners association or other similar property owners without full review and consideration of the ongoing maintenance costs of those assets.

5. Distributions Systems - All costs associated with public domain assets, such as streets and utility distribution lines will be capitalized in accordance with the capitalization policy. Costs should include engineering, construction and other related costs including ~~right of way~~right-of-way acquisition.

6. Reporting and Inventory – The Finance department will maintain the permanent records of the City's fixed assets, including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. Periodically, random sampling at the department level will be performed to inventory fixed assets assigned to that department. Responsibility for safeguarding the City's cash and fixed assets lies with the department supervisor or manager whose department has been assigned the ~~asset~~assets.

7. Inventory and Control – The Finance department maintains an inventory with descriptions, dates and amounts and has the authority to conduct periodic inventory audits of any city assets, including equipment, cash or other city owned property. Assets assigned to individuals such as cars, computers, and phones must be itemized and returned to city control upon replacement or termination.

8. Disposal – City assets may be disposed if they are considered: too costly to repair, obsolete, or no longer functional. For any items with a residual value, the ~~City~~city will dispose of assets through public auction or sealed bid, either directly or through a cooperative effort. If an asset originally cost less than $5,000, the manager may dispose of it through auction. If an asset ~~cost~~costs more than $5,000 or is being disposed of through a sealed bid, the City Council must approve it.

X. DEBT MANAGEMENT

The City of Lago Vista recognizes that the primary purpose of capital facilities is to provide services to the community. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency must be evaluated to determine the highest rate of return for a given investment of resources. Equity is resolved by determining who should pay for the cost of capital improvements.

In meeting demand for additional services, the ~~City~~city will strive to balance the needs between debt financing and "pay as you go" methods. The City realizes that failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that too much debt may have detrimental effects on the City's long-range financial condition.

The City will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens, or the utility system expansion and upgrades and to allow it to fulfill its various purposes as a city.

A. Usage of Debt

Long-term debt financing will be considered for non-continuous capital improvements of which future citizens will be benefited. Alternatives for financing will be explored prior to debt issuance and include, but are not limited to:

- *Grants*
- *Use of Reserve Funds*
- *Use of Current Revenues*

- *Contributions from developers and others*
- *Leases*
- *Impact Fees*

When the City utilizes long-term financing, it will ensure that the debt is soundly financed by conservatively projecting revenue sources that will be used to pay the debt. It will not finance the improvement over a period greater than the useful life of the improvement and it will determine that the cost benefit of the improvement, including interest costs, is positive to the community.

The City may utilize the benefits of short-term debt financing to purchase operating equipment provided the debt doesn't extend past the useful life of the asset, and the potential impact to the tax rate is within policy guidelines.

B. Types of Debt

1. General Obligation Bonds (GO's) – Original issue General Obligation bonds must be authorized by a vote of the citizens of Lago Vista. They are used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. The full faith and credit of the City as well as the City's ad valorem taxing authority back general obligation bonds within limits of state law for taxing authority. Conditions for issuance of general obligation debt include:

- *When the project will have a significant impact on the tax rate;*
- *When the project may be controversial even though it is routine in nature; or*
- *When the project falls outside the normal bounds of projects the ~~City~~city has typically done.*

As needed, the city will prepare Bond ~~Propositions~~Propositions, and the City Council will approve any election items and will set election dates in accordance with state law. The Finance Department will track all authorized propositions, the related debt issues and projects for those authorizations, and all remaining amounts approved but unissued.

2. Revenue Bonds – Revenue bonds may be issued to provide for the capital needs of any activities where the capital requirements are necessary for the continuation or expansion of a service. The improved activity shall produce a revenue stream to fund the debt service requirements of the necessary improvement to provide service expansion. The final maturity of the obligation should not exceed the useful life of the asset(s) to be funded by the bond issuance and will generally be limited to no more than twenty (20) years.

3. Certificates of Obligation, Contract Obligations (CO's) – Certificates of obligation or contract obligations may be used to fund capital requirements that are not otherwise covered either by general obligation or revenue bonds. Debt service for CO's may be paid either from general revenues (tax-supported) or supported by a specific revenue stream(s) or a combination of both provided, however, that the I&S tax provides alternate security for the repayment of COs as required by State law. Typically, the City may issue CO's when the following conditions are met:

• When the proposed debt will have minimal impact on future effective property tax ~~rates;~~rates.
• When the projects to be funded are within the normal bounds of city capital requirements, such as for roads, parks, various infrastructure and City facilities; and
• When the average life of the obligation does not exceed the useful life of the asset(s) to be funded by the issuance.

Certificates of obligation will be used with prudent care and judgment by the City Council. Notice of Intent to Issue COs will conform to state law requirements.

4. Self-supporting General Obligation Debt – Refers to general obligation debt issued for a specific purpose and repaid through dedicated revenues other than ad valorem taxes; however, the I & S tax is still pledged by law. The annual debt requirements are not included in the property tax calculation.

5. Internal borrowing between City funds – The City can authorize use of existing long-term reserves as "loans" between funds. The borrowing fund will repay the loan at a rate consistent with current market conditions. The loan will be repaid within 18 months. The loan will be considered an investment of working capital reserves by the lending fund.

6. Tax Notes - In accordance with Chapter 1431 of the Texas Local Government Code the City may authorize the issuance of Tax Notes for construction of public works, the acquisition of land, buildings, equipment, machinery, and related professional services and operating expenses. The maximum term of such notes shall be 7 years except for operating expense which shall have a maximum term of 1 year.

C. Method of Sale

The City will use a competitive bidding process in the sale of bonds unless conditions in the bond market or the nature of the issuance warrant a negotiated sale. In such situations, the City will publicly present the reasons for the negotiated sale. The City will rely on the recommendation of the financial advisor in the selection process of the underwriter or direct purchaser.

D. Disclosure & Federal Requirements

Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information for an anticipated bond issuance. The City staff, with assistance of the financial advisor and bond counsel, will prepare the necessary materials for presentation to the rating agencies and will aid in the production of the Preliminary Official Statements. The City will take responsibility for the accuracy of all financial information released.

The City will maintain procedures to comply with its continuing disclosure requirements, through the MSRB "EMMA" program, as well as any arbitrage rebate and other Federal requirements.

The City can contract with an external service provider to assist with continuing disclosure requirements as well as rebate calculations due to the expertise required, the complexity of the law or calculation, and the magnitude of risk for non-compliance.

F. Debt Structuring

The City will issue bonds with the final maturity not to exceed the useful life of the asset acquired. Market factors, such as the effects of tax-exempt designations, the cost of early redemption options and the like, will be given consideration during the structuring of long-term debt instruments. Efforts will be made to minimize the effect of large deferrals or 'balloon note' type structures.

G. I&S Accounting

City Charter section 8.12 requires a separate "account" for the City's interest and sinking fund, referred to as the Debt Service account.

H. Reimbursement Resolutions

The City will utilize reimbursement resolutions as a tool to manage its debt issues, due to arbitrage requirements and project timing (but not market driven reasons). In so doing, the City uses its capital reserve "cash" to delay bond, note and CO issues until such time when issuance is favorable and beneficial to the City. The City Council may authorize a reimbursement resolution for General Capital projects that have a direct impact on the City's ad valorem tax rate when the bonds, notes and COs ~~will be~~are issued within the term of the existing City Council.

I. Subject Matter Experts and Advisors

The City will select a financial bond advisor to assist with the issuance and monitoring of debt activities. The financial advisor will recommend other parties to use as bond counsel, rating agencies, paying agents, escrow agents and others involved in a transaction. The City will designate the financial advisor in such a manner to allow investors and underwriting firms to participate in a bond transaction, in accordance with the federal municipal advisor rule.

XI. OTHER FUNDING ALTERNATIVES

When at all possible, the City will research alternative funding opportunities prior to issuing debt or increasing user-related fees.

A. Grants

Grant funding is a significant funding source for enhanced community services and improvements. Yet grants come with restrictions in their use, often require matching local funds to secure the grant, and may be subject to additional audit provisions. Staff will evaluate grant opportunities that best meet the needs of the City and our financial capabilities and make recommendations to Council based upon the following matrix:

Grant Value	Cash Match Required OR Future Funding Obligation of the City?	Approval to Apply	Approval to Accept and Appropriate Funds*
< $49,999	None	City Manager	City Council
Any Value	Yes	City Council	City Council

*Appropriation may be via an individual Council action or through adoption of the annual budget.

Due to ~~timing~~the timing on some grant applications, staff may be unable to secure Council's approval before applications are due. Staff will bring a request to Council as soon as possible to seek retroactive approval to apply for and if successful with a grant award, accept and appropriate the funding for the specific grant. Staff will follow all federal, state, regulatory, and grant-specific requirements in expending and managing grant funds, including adherence to applicable procurement rules.

B. Use of Reserve Funds

The City may authorize the use of reserve funds to potentially delay or eliminate a proposed bond issuance. This may occur due to higher than anticipated fund balances in prior years, thus eliminating or reducing the need for debt proceeds, or postpone a bond issuance until market conditions are more beneficial or timing of the related capital improvements does not correspond with the planned bond sale. Reserve funds used in this manner can be replenished upon issuance of the proposed debt provided a reimbursement resolution is promptly adopted.

C. Developer Contributions

The City will require developers who negatively impact the City's utility capital plans to offset those impacts.

D. Leases

The City may authorize the use of lease financing for certain operating equipment when it is determined that the cost benefit of such an arrangement is advantageous to the City.

E. Impact Fees

The City will impose impact fees as allowable under state law for street access and water and wastewater services. These fees will be calculated in accordance with statute and reviewed at least every five years. All fees collected will fund projects identified within the Fee study and as ~~requiredby~~required by state laws.

XII. FINANCIAL CONDITIONS AND RESERVES

The City of Lago Vista will strive to maintain budgeted minimum reserves in the ending working capital/fund balances to provide a secure, healthy financial base for the City in the event of a natural disaster or other emergency, allow stability of City operations should revenues fall short of budgeted projections and provide available resources to implement budgeted expenditures without regard to actual timing of cash flows into the City.

A. Operational Coverage

The City's goal is to maintain operations coverage of 1.00-1.25, such that operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.

B. Operating Reserves

Operating Reserves are generally considered as the Unassigned Portion of Fund Balance for Governmental Funds. GASB #54 outlines the categories of Fund Balance and the appropriate definitions.

1. ***Non-Spendable Fund Balances*** are amounts of the City's fund balance that are:
    i. not in a spendable form including inventory and prepaid items,
    ii. cannot be converted to cash within the current period including long-term portion of loans receivable and non-financial assets held for resale, or
    iii. are required to be maintained intact pursuant to legal or contractual requirements including an endowment or permanent fund.
2. ***Restricted Fund Balances*** are amounts of the City's fund balance that reflect resources that are subject to externally enforceable legal restrictions including those imposed by:
    i. Creditors (through debt covenants),
    ii. Grantors,
    iii. Contributors, and
    iv. Other government's legislation or regulations.

    Restricted special revenue funds/accounts of the City include Public Safety & Courts, Hotel Occupancy (Bed Tax). Other restricted funds include all capital bond funds, impact fee funds, and the General Debt Service Fund.

3. ***Committed Fund Balances*** are the amounts of the City's fund balances that represent resources that are constrained by limitations of the City Council and that remain binding unless removed, modified, or rescinded by the City Council prior to the last day of the fiscal year for which the commitment is made. Committed funds include the Reserve Funds and Parks Fund.
4. ***Assigned Fund Balances*** are those amounts of the City's fund balances that ~~reflectthe~~reflect the government's intended use of resources. This would include any future appropriation amounts of fund balances. The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose but retains the power of final appropriation of those funds.

5. ***Unassigned Fund Balance*** are those amounts of the City's fund balances that are in excess of what can properly be classified in one of the previous four categories. These funds are available for any purpose. Unassigned fund balances shall be held

to mitigate financial risk that can ~~occur~~arise from unforeseen revenues fluctuations and unanticipated expenditures and provide cash flow for the City's general operations. Annual amounts may vary pending tolerable risk associated with volatility of the economy or exposure to natural risks. Fund unassigned balance should be used only for emergencies, major capital purchases or non-recurring expenditures that cannot be provided by savings in the current year.

The City targets operating reserves at 90 days (25%), but not to drop below 60 days (16.7%). Reserve requirements will be calculated as part of the annual budget process. In rare circumstances, the City will allow the reserves to fall below the target requirement providing a plan is in place to restore the funds and continue to maintain fiscally responsible levels that ensure a positive outlook in the bond ratings.

C. Liabilities and Receivables

Procedures will be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Accounts Receivable procedures will target collection for a maximum of 30 days of service.

Receivables that are protected by liens on properties will be aggressively pursued through county and state filing methods. Similarly, payments due from utility system customers will also be aggressively pursued, including cut-off procedures for delinquent accounts.

D. Capital Project Funds

Every effort will be made for all monies within the Capital Project Funds to be expended within thirty-six (36) months of receipt. The fund balance will be invested; and ~~income~~the income generated will offset increases in construction costs or other costs associated with the project. Capital project funds are intended to be expended totally and may include internal costs of labor and equipment determined to be meet the requirements of a capital asset.

E. General Debt Service Funds

Revenues within this fund are stable, based on property tax revenues. Balances are maintained to meet contingencies and to make certain that the next year's debt service payments may be met in a timely manner The fund balance carried over from one fiscal year to the next should not exceed one month or 1/12th annual debt service requirements, in accordance with IRS guidelines.

F. Investment of Reserve Funds

The reserve funds will be invested in accordance with the City's investment policy. Existing non-cash investment would be exempt through retirement of the investment.

XIII. INTERNAL CONTROLS
~~XIII. INTERNAL CONTROLS~~

A. Written Procedures

Wherever possible, written procedures will be established and maintained by the Chief Financial Officer for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

The City Manager designates the Finance Director to have access to any city records in order to perform duties of safekeeping and control of assets.

To ensure proper controls, the City will maintain a transition policy, coordinated through its Human Resources and Information Technology departments. This policy ~~with cover~~covers safety- sensitive positions that have been assigned duties related to the management of city assets.

Within the Finance Department and areas with significant cash handling, all prudent measures will be taken to ensure proper segregation of duties, within the confines of staffing resources. Finance will work with customer departments, as well as the external audit team, to develop compensating controls and actions in areas where separation is limited.

B. Department Head Responsibility

Each Department Head is responsible for ensuring that good internal controls are followed throughout their department, that all Management directives are implemented and that all independent auditor internal control recommendations are addressed. Departments will develop and periodically update written internal control procedures.

City of Lago Vista

Fiscal & Budgetary Policy

Adopted September 6, 2022

Revised August 23, 2023

City of Lago Vista
Fiscal and Budgetary Policy

Statutory Authorization: The following document provides a framework for fiscal stewardship of the City. It operates within the confines of 1) federal and state law, 2) city charter, and 3) city code of ordinances. Any conflict herein will be subordinate to those legal authorities.

Governance: The City Manager hires serves as the Chief Financial Officer (CFO) of the City and appoints a Director of Finance/Treasurer or similar position to oversee the administration of these policies.

I. PURPOSE

The City of Lago Vista is committed to transparent financial management through integrity, prudent stewardship, planning, accountability, full disclosure, and communication. The broadpurpose of the Fiscal and Budgetary Policies is to enable the City to achieve and maintain a long-term stable and positive financial condition and provide guidelines for the day-to-day planning and operations of the City's financial affairs.

The scope of this policy generally spans areas of accounting and financial reporting, both operating and capital budgeting, revenue management, investment and asset management, debt management and forecasting, and a system of internal controls. This is done in order to:

A. Demonstrate to the citizens of Lago Vista, the investment community, and the bond rating agencies that the City is committed to a strong fiscal operation;

B. Provide precedents for future policy makers and financial managers on common financial goals and strategies;

C. Fairly present and fully disclose the financial position of the City in conformity to generally accepted accounting principles (GAAP);

D. Demonstrate compliance with finance-related legal and contractual issues in accordance with the Texas Local Government Code and other legal mandates; and

E. Ensure full transparency in the governance of public funds entrusted to the City Council and City staff to manage and protect.

These policies will be reviewed and updated annually as part of the budget preparation process. Council members will separately adopt these policies through resolution.

A. Funds Governed

The budgeted funds for the City of Lago Vista include:

~~Governmental Funds: General Fund which accounts for all financial resources except those required to be accounted for in another fund, and include basic governmental services, such as Police, Public Works and Parks functions among others.~~

~~Special Revenue Funds (SRF): Account for specific revenues that are legally restricted for specified purposes. The City currently budgets three SRF type funds: Hotel Occupancy Tax, Impact Fees, and Parkland Dedication.~~

~~Debt Service Fund: Is used to account for the payment of general long-term debt principal and interest.~~

~~Capital Project Funds: Used to account for the acquisition or construction of major capital facilities other than those financed by enterprise activities. A variety of project funds will be created based on the nature of the projects and the sources of funding.~~

~~Proprietary and Enterprise Funds: Include the City's "business like" activities including utility, golf, and aviation funds.~~

~~The City will also make use of sub-ledger 'accounts' as a basis for tracking restricted funds where administratively feasible. Those include:~~

- ~~Court – City Truancy Prevention Fees, State Court Cost Fees, Building Security Fees, Court Technology Fees, City Judicial Fees, and Juvenile Case Management Fees~~
- ~~Police – School Crossing Guard, LEOSE, CAPCO, Bulletproof Vest~~
- ~~Development Services – Escrow accounts~~

~~B. Basis of Accounting and Basis of Budgeting~~

~~Generally Accepted Accounting Principles (GAAP) are the rules established by the Governmental Accounting Standards Board. The City will follow the standards in their annual financial reports on or by the designated effective reporting date.~~

~~The City accounts and budgets for all Governmental Funds using the modified accrual basis of accounting. This basis means that revenue is recognized in the accounting period in which it becomes available and measurable, while expenditures are recognized in the accounting period in which they are incurred. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for preparing the budget is the same as the basis of accounting. Exceptions to the modified accrual basis of accounting include:~~

- ~~*Encumbrances, which are treated as expenditures in the year they are encumbered, not when expended;*~~
- ~~*Grants, which are considered revenue received; and*~~
- ~~*Principal and interest on long-term debt, which are recognized when paid.*~~

~~General government funds include the general fund, special revenue funds, debt service fund and general capital project funds.~~

~~Proprietary Funds, which include the Utility Fund are accounted for and budgeted using the full-accrual basis of accounting. Under this method, revenues are recognized when they are earned and measurable, while expenses are recognized when they are incurred regardless of timing or related cash flows. The basis for preparing the budget is the same as the basis of accounting except for the following:~~

- ~~*Principal payments on long-term debt and capital outlay, which are treated as budgeted expenses;*~~
- ~~*Depreciation which is not budgeted; and*~~
- ~~*Non-budgeted accruals such as compensated absences.*~~

~~Year-end comparisons of budget to actual will appear in the financial statements of the City, at a minimum for those funds identified as major funds in the audit process.~~

~~II. OPERATING BUDGET~~

~~Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan. The annual budget includes all operating departments of the general fund, proprietary funds, debt service funds, special revenue funds, and capital improvement funds of the City.~~

~~A. Comprehensive/Strategic Planning~~

~~The Lago Vista "Comprehensive Plan" is the City's comprehensive plan to preserve, promote and protect public health and general welfare, prevent overcrowding, ensure adequate transportation, availability of necessary utilities and services, and conserve and protect the City's natural resources. The City's budget is the Annual Operating Plan element of the Comprehensive Plan.~~

~~The Comprehensive Plan is founded on strategic objectives or "policy areas" that are reviewed at least every five years. Funding of City programs should be based upon the objectives set forth in the Master Plan.~~

~~The City Charter and the Comprehensive Master Plan describe the budget process as an integral planning tool, suggesting the City plan for both five and one year time horizons. They recommend the budget be focused on these areas and significantly in consonance with the goals and objectives outlined in the comprehensive plan.~~

~~B. Preparation~~

~~The Charter (Section 8.02) requires "The Chief Financial Officerity Manager, prior to August first of each year, shall submit to the Council a proposed budget for the ensuing fiscal year and an accompanying budget message." The budget shall provide "a complete financial plan for all City funds and activities for the ensuing fiscal year. It shall contain all items and contents required by State law. The total of proposed expenditures shall not exceed the total of estimated income plus any accumulated surplus." The City Council shall, after holding public hearings as required by State law, adopt the budget by ordinance no later than the 30th day of September. If it fails to adopt~~

~~the budget by September 30th, the budget as proposed by the City Manager shall go into effect until such time as the Council adopts a budget.~~

~~**C. Proposed Budget**~~

~~A proposed budget shall be prepared by the City Manager~~Chief Financial Officer ~~with the participation of all City Department Heads~~ and the City Manager ~~that is within the provisions of the Charter and in consonance with the guidance contained in the Comprehensive Master Plan.~~

~~**1. Elements**. The budget shall include the following basic segments for review and evaluation:~~

- ~~*Budget Message*~~
- ~~*General Fund*~~
- ~~*Utility Fund*~~
- ~~*Capital Improvement Funds*~~
- ~~*Hotel Occupancy Fund (HOT)*~~
- ~~*Debt Service Fund & Investments*~~
- ~~*Aviation Fund*~~
- ~~*Golf Fund*~~
- ~~*Park Fund*~~
- ~~*Water & Sewer Impact Fee Fund*~~
- ~~*Section 8.04(b) requires itemized budget by department and agency*~~

~~**2. Review**. The budget review process will include provisions for City Council participation, including sufficient time to address policy and fiscal issues, and citizen input through the use of public hearings.~~

~~**3. Distribution**. A copy of the proposed budget will be filed with the City Secretary at the time it is submitted to the City Council. A copy will also be available at City Hall and the Public Library for citizen review. It will also be posted on the city website as required.~~

~~**4. Notifications.** Public notifications, distribution, including the language incorporated and the methods by which the public gains access to the budget will be governed by state law in effect at that time. State laws affecting the budget and the tax rate include provisions from both the Local Government Code, as well as the Tax Code.~~

~~**D. Adoption**~~

~~Prior to finalization of the budget appropriations, the City Council will hold at least one public hearing, and subsequently adopt the final budget as amended by Ordinance. The budget will be effective for the fiscal year beginning October 1st.~~

~~At the City Manager's discretion, the Annual Operating Plan document may be submitted to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.~~

~~E. Balanced Budget~~

~~The goal of the City is to balance the operating budget with current revenues, whereby, current revenues would match and fund on-going expenditures/expenses. Excess balances in the operating funds from previous years could be used for non-recurring (one-time only) expenditures/expenses or for capital outlay based upon the recommendation of the City Manager and determination by the Council.~~

~~F. Planning~~

~~The budget process will be coordinated so that major policy issues are identified prior to the budget approval date. This will allow City Council adequate time for consideration of appropriate decisions and analysis of financial impacts. A budget calendar will be submitted by the City Manager outlining the major steps in the process and the opportunities for City Council review and citizen input.~~

~~Outstanding encumbrances will expire if not spent in encumbered year and will have to be re-appropriated.~~

~~G. Reporting~~

~~Summary financial reports will be presented to the City Council on a monthly basis. These reports will be in a format appropriate to enable the City Council to understand the overall budget and financial status. Quarterly reports will also be provided as needed which contain updates on the status of projects and related financial goals set forth in the budget and if determined necessary, may also include appropriate budget amendment recommendations.~~

~~H. Control and Accountability~~

~~Each Department Head, appointed by the City Manager, should be responsible for the administration of his/her departmental budget. This includes accomplishing the Goals and Objectives adopted as part of the budget and monitoring of their portion of the budget for compliance with spending limitations. The City Manager may transfer any unencumbered funds within a departmental budget category (personnel costs, operations and maintenance or capital) and shall report such transfers to the Council in writing in a timely manner. All other transfers of appropriation or budget amendments require City Council approval as outlined in Section I.~~

~~I. Budget Amendments~~

~~The Charter (Section 8.06) provides a method for budget amendments and emergency appropriations. The City Council may authorize, through a majority vote, an emergency expenditure as an amendment to the original budget. This may be done in cases of grave public necessity or to meet an unusual and unforeseen condition that was not known at the time the budget was adopted. In practice, this has been interpreted to include revenue-related expenses within the enterprise funds and timing differences on capital improvement projects. The following criteria will be used in evaluation of budget amendments:~~

- *Is the request necessary?*
- *Why was the item not budgeted in the normal budget process?*
- *Why can't a transfer be done within the budget to remedy the condition?*

The City Manager must certify availability of revenues or funding sources prior to adoption. The City will amend the budget at year end, if needed, for revenue based expenditures that exceeded budgeted amounts due to increased revenue and recognize any grant funded expenditures for grants received after the budget was adopted or last amended. The City Council may also amend the budget, if necessary, as part of the Mid-Year Review process for any capital project timing adjustments from prior year as well as any other known adjustments needed and approved at that time.

J. Contingency Appropriations

The budget may include contingency appropriations within designated operating department budgets. These funds are used to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur during the year.

K. Manager's Contingency Account

The budget may also include a set amount of contingency appropriations within the Administration Budget to be spent at the discretion of the City Manager. These funds may be used to offset expenditures for unexpected purchases and other unanticipated expenses that might occur during the year. The specific amount of contingency funds included in the budget shall be set by the City Council through the adoption of the annual budget.

III. REVENUE MANAGEMENT

A. Characteristics

The City will strive for the following optimum characteristics in its revenue system:

1. **Simplicity** – The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient.

2. **Certainty** – A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budget.

3. **Equity** – The City will make every effort to maintain equity in its revenue system, i.e., the City should seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customer classes.

4. **Revenue Adequacy** – The City should require there be a balance in the revenue system, i.e., the revenue base will have the characteristics of fairness and neutrality as it

applies to cost of service, willingness to pay, and ability to pay.

5. Realistic and Conservative Estimates - Revenues will be estimated realistically and conservatively, recognizing the volatile nature of variousrevenue streams.

6. Administration – The benefits of a revenue source should exceed the cost of levying and collecting that revenue.

7. Diversification and Stability – A diversified revenue system with a stable source of income is preferred. This will help offset instabilities in revenue sources with large fluctuations due to the economy (sales tax) and variations in the weather (water sales, golf rounds).

B. Other Considerations

The following considerations and issues should guide the City in its revenue policies concerning specific sources of funds:

1. **Cost/Benefit of Incentives for Economic Development** – The City will use due caution in the analysis of any incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as part of the evaluation.

2. **Non-Recurring Revenues** – One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not for budget balancing purposes.

3. **Property Tax Revenues** – All real and business personal property located within the City will be valued at 100% of the fair market value for any given year based on the current appraisal supplied by the Travis County Appraisal District. Conservative budgeted revenue estimates result in a projected ninety-eight percent (98%) budgeted collection rate for current ad valorem taxes. Two percent (2%) of the current ad valorem taxes will be projected as the budget for delinquent ad-valorem tax collection. For budgeting purposes, the City will forecast the current year's effective tax rate at the current collection rate of 100%, unless directed otherwise.

4. **Interest Income** – Interest earned from investments will be distributed to the funds based on their allocated investments, unless otherwise required by statute or determined by the City Council.

5. User-Based Fees and Service Charges – The City Council will determine how much of the cost of a service should be recovered by fees and charges. A fee can be driven by a cost-recovery approach, such that a service is identified into one of the following categories:

- Partial Cost Recovery – only a stated portion of the direct costs of services will be recovered from fees. These are for such services as library, parks, public safety, and other services where a general benefit ensues to the citizenry as a

whole and specific users cannot be easily ascertained or charged.

- Direct Cost Recovery – applies to all direct costs (operating and personnel) in the exchange for a service that is directly beneficial to a particular user. Such services as recreation classes, sports leagues, copying costs, etc. These services gain the benefit of building, facility, and capital use as well as overhead support that are not expected to be captured in a fee.
- Full Cost Recovery – applies to all direct operating costs, as well as administrative and capital overhead in the course of providing a service that is uniquely identifiable to a customer who exclusively benefits from that service. Those services would entail all utility programs, and related services. Full cost would capture debt burden, capital costs, overhead fees, as well as personnel and operating expenses.

The City will review fees and charges no less than once every three years to ensure that fees provide adequate coverage for the cost of services.

6. **Utility Fund Rates** – The City annually reviews and adopts utility rates as needed to generate revenues required to attempt to cover operating expenses, meet the legal requirements of all applicable bond covenants, debt service, and provide for an adequatelevel of working capital for cash flows. Additionally, utility activity rates will consider transfers to other funds as follows:

   a) General and Administrative Charges – Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, customer billing, legal and other costs as appropriate. These charges will be determined through an indirect cost allocation following accepted practices and procedures.

   b) In-Lieu-of-Franchise-Fee. This potential transfer, currently between 2% and 4% of operating revenues, is consistent with the franchise rates charged to investor-owned utilities that are franchised to operate within the City.

7. **Intergovernmental Revenues** – All potential grants will be examined for matching requirements and must be approved by the City Manager prior to making application forthe grant. It must be clearly understood that operational requirements (on-going costs) set up through of a grant program could be discontinued once the term and conditionsof the program have been completed. The department filing the grant application will notify Finance at the point of application and will ensure that the grant is set up appropriately for reimbursement or award, depending on the nature of the grant.

8. **Revenue Monitoring** – Revenues, as they are received, will be regularly comparedto budgeted revenues and any variances should be investigated.
   i. Revenues will be monitored by Fund. It is understood that many of the City's revenues are seasonal in nature or are reported to the City on a quarterly basis.
   ii. For the Enterprise Funds, all revenues will be tracked on a monthly basis for comparison purposes.

iii. As necessary, an item will be placed on the City Council agenda to discuss the status of revenues. All revenues will continue to be included in the financial reports presented to Council monthly.

IV. EXPENDITURE POLICIES

A. Appropriations

The point of budgetary control is at the department level budget for all funds. The Charter (Section 8.06) provides that any transfer of appropriation between funds must be approved by the City Council and that the City Manager, without City Council approval, is authorized to transfer appropriations within departments.

Further, the budget is controlled by the authorized positions in the adopted budget. No changes can be made to the number of authorized positions without City Council approval.

B. Purchasing

All purchases of goods or services by the City will be made in accordance with state law and the following guidelines. All purchasing decisions shall be made in accordance with the Annual Budget or Capital Budget as approved by the City Council. The purchase of items not included in the Annual or Capital Budget less than $50,000 shall require approval from the City Manager. The purchase of items not included in the Annual or Capital Budgets in excess of $50,000 shall require the approval of the City Council. All contracts greater than $50,000 shall be approved by the City Council. Emergency purchases in excess of $50,000 will be limited to incidents that threaten public health, safety or damage to persons or property or in those situations in which inaction shall present a substantial financial loss to the City. All emergency purchases shall be submitted to the City Council for ratification. The following shows a summary of approval requirements for purchases.

APPROVAL REQUIREMENTS FOR PURCHASES:

1. The City Manager shall determine the purchasing authority limits of all Department Heads and other employees on a case-by-case basis; however, under no circumstances shall that authority exceed $5,000.

2. Department Heads shall determine the purchasing authority of subordinate employees on a case-by-case basis; however, under no circumstances shall that authority exceed $1000.

C. Prompt Payment

All invoices approved for payment by the proper City authorities shall be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all purchase discounts, when possible.

D. Risk Management

~~The City will pursue every opportunity to provide for the public's and City employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs.~~

~~V. BUDGET CONTINGENCY PLAN~~

~~This policy is designed to establish general guidelines for managing revenue shortfalls resulting from local and national economic downturns or other issues that adversely affect the City's revenue streams of all funds.~~

~~A. Immediate Action~~

~~Once a budgetary shortfall is projected, the City Manager will take the necessary actions to offset any revenue shortfall with a reduction in current expenses. The City Manager may:~~

- ~~*Freeze all new hire and vacant positions except those deemed to be a necessity by the City Manager;*~~
- ~~*Review all planned capital expenditures; and/or*~~
- ~~*Delay all "non-essential" spending or equipment replacement purchases.*~~

~~B. Further Action~~

~~If the above actions are insufficient to offset the revenue deficit and the shortfall continues to increase, the City Manager will further reduce operating expenses to balance the variance. Any resulting service level reductions, including workforce reductions, will be brought to the City Council for direction and determination.~~

~~VI. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET~~

~~The City's goal is to maintain City facilities and infrastructure in order to provide excellent services to the customers within the community, meet growth related needs, and comply with all state and federal regulations.~~

~~A. Preparation~~

~~The City annually updates and adopts a five-year Capital Improvement Program (CIP) schedule as part of the operating budget adoption process. The plan is reviewed and adjusted annually as needed, and year one is adopted as the current year capital budget. The capital budget will include all capital projects, capital resources, and estimated operational impacts.~~
~~Priorities for Capital Improvements should consider:~~

- ~~*Needed capital improvements should be identified through system models, repair and maintenance records and growth demands.*~~
- ~~*Economic development projects that have capital infrastructure needs should be reviewed and approved for funding by the City to be included in the CIP process or subsequent amendment.*~~
- ~~*A team approach will be used to prioritize CIP projects, whereby City staff from all operational areas provide input and ideas relating to each project and its effect on operations.*~~

- ~~*Citizen involvement and participation may be solicited in formulating the capital budget through public hearings and other forums.*~~

~~In cases where CIP requirements vary, such as impact fees (with 10-year planning windows and a specialty review process), the City will abide by those requirements.~~

~~B. Control~~

~~All capital project expenditures must be appropriated in the capital budget. Availability of resources must be identified before any CIP contract is presented to the City Council for approval.~~

~~C. Financing Programs~~

~~Where applicable, assessments, impact fees, pro rata charges, or other fees should be used to fund capital projects which have a primary benefit to specific identifiable property owners.~~

~~Recognizing that long-term debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. See Sections X and XI. Short-term financing including Capital Leasing and other tax-supported obligations can be used to fund vehicles, computers and other operating equipment if the impact to the tax rate is minimal.~~

~~VII. CAPITAL MAINTENANCE AND REPLACEMENT~~

~~The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of all individual funds with infrastructure should be budgeted each year to maintain the quality within each system.~~

~~A. Infrastructure Maintenance~~

~~On-going maintenance costs are included as operating or capital expense within the departmental operating budgets. These costs are generally considered system repairs and are not capitalized for accounting purposes. They include such items as street seal coat, water line repairs and other general system maintenance. Staff will prepare a street maintenance budget for Council's consideration during the budget process.~~

~~B. Internal Service Funds~~

~~The City may utilize internal service funds to maintain and replace existing assets. Assessments are to be made to the "using" department for the use of current equipment and items to be purchased during the year. In this way, suitable funds should be accumulated and available for the purchase of operational assets with minimal issuance of debt. A systematic methodology will guide the calculation of the department charges.~~

~~VIII. ACCOUNTING, AUDITING AND FINANCIAL REPORTING~~

~~A. Accounting~~

~~The City is solely responsible for the recording and reporting of its financial affairs, both internally and externally. The City Manager is the City's Chief Financial Officer and is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's~~

financial position.

B. Audit of Accounts

In accordance with the City Charter, an independent audit of the City's accounts will be performed every year. The auditor may be recommended by the City Manager but is retained by and is accountable directly to the City Council.

C. Internal Reporting

The Finance Department will prepare monthly internal financial reports, sufficient to plan, monitor and control the City's financial affairs.

D. External Reporting

The Finance Department will be responsible for preparing the annual financial report by January 31st of each year [Charter IV(f)], or as timely thereafter as possible.

IX. ASSET MANAGEMENT

A. Cash Management and Investments

The City must comply with the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Local Government Code. A separate Investment Policy will be reviewed annually by the City Council and applies to all financial cash and investments held by the City.

1. Statement of Cash Management Philosophy – The City shall maintain a comprehensive cash management program to include the effective collection of all accounts receivable, the prompt deposit of receipts to the City's depository, the prompt payment of obligations, and the prudent investment of idle funds in accordance with this policy.

- Cash handling procedures will be coordinated through the Finance Department and all personnel handling cash, checks, or customer payments will be required to take applicable training. Such training will cover PCI compliance and red flag rules as applicable.
- Financial Procedures will outline that bank reconciliations will be performed monthly immediately after statements are processed by the bank; discrepancies will be researched and corrected immediately.

2. Objectives – The City's investment program will be conducted as to accomplish the following, listed in priority order:

- *Safety of the principal invested*
- *Liquidity and availability of cash to pay obligations when due*
- *Receive the highest possible rate of return (yield) consistent with the City's investment policy.*

3. Safekeeping and Custody – Investments may only be purchased directly by the City or through brokers/dealers who meet the criteria detailed in the investment policy,

which also addresses internal controls related to investments.

4. Standard of Care and Reporting – Investment will be made with judgment and care, always considering the safety of principal to be invested and the probable income to be derived. The City Manager is responsible for the overall management of the City's investment program and ensures all investments are made in compliance with the investment policy. An investment report, providing both summary and detailed information, will be presented to the City Council quarterly.

B. Fixed Assets & Inventory

These assets will be reasonably safeguarded and properly accounted for, and prudently insured when required by law.

1. Capitalization Criteria – Capitalization is defined as the point at which an item gets recorded as an asset instead of expense. For purposes of budgeting and accounting classification assets meeting all of the following criteria must be capitalized:

- *The asset is owned by the City.*
- *The expected useful life of the asset must be longer than one year or extend the life of an identifiable existing asset by more than one year.*
- *The original cost of the asset must be at least $5,000.*
- *The asset must be tangible.*
- *On-going repairs and general maintenance are not capitalized.*

2. New Purchases – All costs associated with bringing the asset into working order should be capitalized as part of the asset cost. This may include start-up costs, engineering, or consultant type fees as part of the asset cost once the decision or commitment to purchase the asset is made. The cost of land acquired should include all related costs associated with its purchase. The land will be recorded as a non-depreciable asset while improvements will be considered depreciable.

3. Improvements and Replacement – Improvements will be capitalized when they extend the original life of an asset or when they make the asset more valuable than it was originally. The replacement of an asset's components will normally be expensed unless they are a significant nature and meet all the capitalization criteria.

4. Contributed Capital - Infrastructure assets received from developers or as a result of annexation or other dedications will be recorded as equity contributions when they are received and depreciated the same as city funded assets. The City will not accept dedications from home-owners association or other similar property owners without full review and consideration of the ongoing maintenance costs of those assets.

5. Distributions Systems – All costs associated with public domain assets, such as streets and utility distribution lines will be capitalized in accordance with the capitalization policy. Costs should include engineering, construction and other related costs including right of way acquisition.

~~**6. Reporting and Inventory** – The Finance department will maintain the permanent records of the City's fixed assets, including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. Periodically, random sampling at the department level will be performed to inventory fixed assets assigned to that department. Responsibility for safeguarding the City's cash and fixed assets lies with the department supervisor or manager whose department has been assigned the asset.~~

~~**7. Inventory and Control** – The Finance department maintains an inventory with descriptions, dates and amounts and has the authority to conduct periodic inventory audits of any city assets, including equipment, cash or other city owned property. Assets assigned to individuals such as cars, computers, and phones must be itemized and returned to city control upon replacement or termination.~~

~~**8. Disposal** – City assets may be disposed if they are considered: too costly to repair, obsolete, or no longer functional. For any items with a residual value, the City will dispose of assets through public auction or sealed bid, either directly or through a cooperative effort. If an asset originally cost less than $5,000, the manager may dispose of it through auction. If an asset cost more than $5,000 or is being disposed of through a sealed bid, the City Council must approve it.~~

~~X. DEBT MANAGEMENT~~

~~The City of Lago Vista recognizes that the primary purpose of capital facilities is to provide services to the community. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency must be evaluated to determine the highest rate of return for a given investment of resources. Equity is resolved by determining who should pay for the cost of capital improvements.~~

~~In meeting demand for additional services, the City will strive to balance the needs between debt financing and "pay as you go" methods. The City realizes that failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that too much debt may have detrimental effects on the City's long-range financial condition.~~

~~The City will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens, or the utility system expansion and upgrades and to allow it to fulfill its various purposes as a city.~~

~~A. Usage of Debt~~

~~Long-term debt financing will be considered for non-continuous capital improvements of which future citizens will be benefited. Alternatives for financing will be explored prior to debt issuance and include, but are not limited to:~~

- ~~*Grants*~~
- ~~*Use of Reserve Funds*~~
- ~~*Use of Current Revenues*~~

- ~~*Contributions from developers and others*~~
- ~~*Leases*~~
- ~~*Impact Fees*~~

~~When the City utilizes long-term financing, it will ensure that the debt is soundly financed by conservatively projecting revenue sources that will be used to pay the debt. It will not finance the improvement over a period greater than the useful life of the improvement and it will determine that the cost benefit of the improvement, including interest costs, is positive to the community.~~

~~The City may utilize the benefits of short-term debt financing to purchase operating equipment provided the debt doesn't extend past the useful life of the asset, and the potential impact to the tax rate is within policy guidelines.~~

~~B. Types of Debt~~

~~**1. General Obligation Bonds** (GO's) – Original issue General Obligation bonds must be authorized by a vote of the citizens of Lago Vista. They are used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. The full faith and credit of the City as well as the City's ad valorem taxing authority back general obligation bonds within limits of state law for taxing authority. Conditions for issuance of general obligation debt include:~~

- ~~*When the project will have a significant impact on the tax rate;*~~
- ~~*When the project may be controversial even though it is routine in nature; or*~~
- ~~*When the project falls outside the normal bounds of projects the City has typically done.*~~

~~As needed, the city will prepare Bond Propositions and the City Council will approve any election items and will set election dates in accordance with state law. The Finance Department will track all authorized propositions, the related debt issues and projects for those authorizations, and all remaining amounts approved but unissued.~~

~~**2. Revenue Bonds** – Revenue bonds may be issued to provide for the capital needs of any activities where the capital requirements are necessary for the continuation or expansion of a service. The improved activity shall produce a revenue stream to fund the debt service requirements of the necessary improvement to provide service expansion. The final maturity of the obligation should not exceed the useful life of the asset(s) to be funded by the bond issuance and will generally be limited to no more than twenty (20) years.~~

~~**3. Certificates of Obligation, Contract Obligations (CO's)** – Certificates of obligation or contract obligations may be used to fund capital requirements that are not otherwise covered either by general obligation or revenue bonds. Debt service for CO's may be paid either from general revenues (tax-supported) or supported by a specific revenue stream(s) or a combination of both provided, however, that the I&S tax provides alternate security for the repayment of COs as required by State law. Typically, the City may issue CO's when the following conditions are met:~~

• When the proposed debt will have minimal impact on future effective property tax rates;
• When the projects to be funded are within the normal bounds of city capital requirements, such as for roads, parks, various infrastructure and City facilities; and
• When the average life of the obligation does not exceed the useful life of the asset(s) to be funded by the issuance.

Certificates of obligation will be used with prudent care and judgment by the City Council. Notice of Intent to Issue COs will conform to state law requirements.

4. Self-supporting General Obligation Debt – Refers to general obligation debt issued for a specific purpose and repaid through dedicated revenues other than ad-valorem taxes; however, the I & S tax is still pledged by law. The annual debt requirements are not included in the property tax calculation.

5. Internal borrowing between City funds – The City can authorize use of existing long-term reserves as "loans" between funds. The borrowing fund will repay the loan at a rate consistent with current market conditions. The loan will be repaid within 18 months. The loan will be considered an investment of working capital reserves by the lending fund.

6. Tax Notes – In accordance with Chapter 1431 of the Texas Local Government Code the City may authorize the issuance of Tax Notes for construction of public works, the acquisition of land, buildings, equipment, machinery, and related professional services and operating expenses. The maximum term of such notes shall be 7 years except for operating expense which shall have a maximum term of 1 year.

C. Method of Sale

The City will use a competitive bidding process in the sale of bonds unless conditions in the bond market or the nature of the issuance warrant a negotiated sale. In such situations, the City will publicly present the reasons for the negotiated sale. The City will rely on the recommendation of the financial advisor in the selection process of the underwriter or direct purchaser.

D. Disclosure & Federal Requirements

Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information for an anticipated bond issuance. The City staff, with assistance of the financial advisor and bond counsel, will prepare the necessary materials for presentation to the rating agencies and will aid in the production of the Preliminary Official Statements. The City will take responsibility for the accuracy of all financial information released.

The City will maintain procedures to comply with its continuing disclosure requirements, through the MSRB "EMMA" program, as well as any arbitrage rebate and other Federal requirements.

~~The City can contract with an external service provider to assist with continuing disclosure requirements as well as rebate calculations due to the expertise required, the complexity of the law or calculation, and the magnitude of risk for non-compliance.~~

~~F. Debt Structuring~~

~~The City will issue bonds with the final maturity not to exceed the useful life of the asset acquired. Market factors, such as the effects of tax-exempt designations, the cost of early redemption options and the like, will be given consideration during the structuring of long-term debt instruments. Efforts will be made to minimize the effect of large deferrals or 'balloon note' type structures.~~

~~G. I&S Accounting~~

~~City Charter section 8.12 requires a separate "account" for the City's interest and sinking fund, referred to as the Debt Service account.~~

~~H. Reimbursement Resolutions~~

~~The City will utilize reimbursement resolutions as a tool to manage its debt issues, due to arbitrage requirements and project timing (but not market driven reasons). In so doing, the City uses its capital reserve "cash" to delay bond, note and CO issues until such time when issuance is favorable and beneficial to the City. The City Council may authorize a reimbursement resolution for General Capital projects that have a direct impact on the City's ad valorem tax rate when the bonds, notes and COs will be issued within the term of the existing City Council.~~

~~I. Subject Matter Experts and Advisors~~

~~The City will select a financial bond advisor to assist with the issuance and monitoring of debt activities. The financial advisor will recommend other parties to use as bond counsel, rating agencies, paying agents, escrow agents and others involved in a transaction. The City will designate the financial advisor in such a manner to allow investors and underwriting firms to participate in a bond transaction, in accordance with the federal municipal advisor rule.~~

~~XI. OTHER FUNDING ALTERNATIVES~~

~~When at all possible, the City will research alternative funding opportunities prior to issuing debt or increasing user-related fees.~~

~~A. Grants~~

~~Grant funding is a significant funding source for enhanced community services and improvements. Yet grants come with restrictions in their use, often require matching local funds to secure the grant, and may be subject to additional audit provisions. Staff will evaluate grant opportunities that best meet the needs of the City and our financial capabilities and make recommendations to Council based upon the following matrix:~~

~~Grant Value~~	~~Cash Match Required OR Future Funding Obligation of the City?~~	~~Approval to Apply~~	~~Approval to Accept and Appropriate Funds*~~
~~< $49,999~~	~~None~~	~~City Manager~~	~~City Council~~
~~Any Value~~	~~Yes~~	~~City Council~~	~~City Council~~

~~*Appropriation may be via an individual Council action or through adoption of the annual budget.~~

~~Due to timing on some grant applications, staff may be unable to secure Council's approval before applications are due. Staff will bring a request to Council as soon as possible to seek retroactive approval to apply for and if successful with a grant award, accept and appropriate the funding for the specific grant. Staff will follow all federal, state, regulatory, and grant-specific requirements in expending and managing grant funds, including adherence to applicable procurement rules.~~

~~B. Use of Reserve Funds~~

~~The City may authorize the use of reserve funds to potentially delay or eliminate a proposed bond issuance. This may occur due to higher than anticipated fund balances in prior years, thus eliminating or reducing the need for debt proceeds, or postpone a bond issuance until market conditions are more beneficial or timing of the related capital improvements does not correspond with the planned bond sale. Reserve funds used in this manner can be replenished upon issuance of the proposed debt provided a reimbursement resolution is promptly adopted.~~

~~C. Developer Contributions~~

~~The City will require developers who negatively impact the City's utility capital plans to offset those impacts.~~

~~D. Leases~~

~~The City may authorize the use of lease financing for certain operating equipment when it is determined that the cost benefit of such an arrangement is advantageous to the City.~~

~~E. Impact Fees~~

~~The City will impose impact fees as allowable under state law for street access and water and wastewater services. These fees will be calculated in accordance with statute and reviewed at least every five years. All fees collected will fund projects identified within the Fee study and as requiredby state laws.~~

~~XII. FINANCIAL CONDITIONS AND RESERVES~~

~~The City of Lago Vista will strive to maintain budgeted minimum reserves in the ending working capital/fund balances to provide a secure, healthy financial base for the City in the event of a natural disaster or other emergency, allow stability of City operations should revenues fall short of budgeted projections and provide available resources to implement budgeted expenditures without regard to actual timing of cash flows into the City.~~

~~A. Operational Coverage~~

~~The City's goal is to maintain operations coverage of 1.00-1.25, such that operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.~~

~~B. Operating Reserves~~

~~Operating Reserves are generally considered as the Unassigned Portion of Fund Balance for Governmental Funds. GASB #54 outlines the categories of Fund Balance and the appropriate definitions.~~

1. ~~***Non-Spendable Fund Balances*** are amounts of the City's fund balance that are:~~
   - ~~i. not in a spendable form including inventory and prepaid items,~~
   - ~~ii. cannot be converted to cash within the current period including long-term portion of loans receivable and non-financial assets held for resale, or~~
   - ~~iii. are required to be maintained intact pursuant to legal or contractual requirements including an endowment or permanent fund.~~
2. ~~***Restricted Fund Balances*** are amounts of the City's fund balance that reflect resources that are subject to externally enforceable legal restrictions including those imposed by:~~
   - ~~i. Creditors (through debt covenants),~~
   - ~~ii. Grantors,~~
   - ~~iii. Contributors, and~~
   - ~~iv. Other government's legislation or regulations.~~

   ~~Restricted special revenue funds/accounts of the City include Public Safety & Courts, Hotel Occupancy (Bed Tax). Other restricted funds include all capital bond funds, impact fee funds, and the General Debt Service Fund.~~

3. ~~***Committed Fund Balances*** are the amounts of the City's fund balances that represent resources that are constrained by limitations of the City Council and that remain binding unless removed, modified, or rescinded by the City Council prior to the last day of the fiscal year for which the commitment is made. Committed funds include the Reserve Funds and Parks Fund.~~
4. ~~***Assigned Fund Balances*** are those amounts of the City's fund balances that reflectthe government's intended use of resources. This would include any future appropriation amounts of fund balances. The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose but retains the power of final appropriation of those funds.~~
5. ~~***Unassigned Fund Balance*** are those amounts of the City's fund balances that are in excess of what can properly be classified in one of the previous four categories. These funds are available for any purpose. Unassigned fund balances shall be held~~

~~to mitigate financial risk that can occur from unforeseen revenues fluctuations and unanticipated expenditures and provide cash flow for the City's general operations. Annual amounts may vary pending tolerable risk associated with volatility of the economy or exposure to natural risks. Fund unassigned balance should be used only for emergencies, major capital purchases or non-recurring expenditures that cannot be provided by savings in the current year.~~

~~The City targets operating reserves at 90 days (25%), but not to drop below 60 days (16.7%). Reserve requirements will be calculated as part of the annual budget process. In rare circumstances, the City will allow the reserves to fall below the target requirement providing a plan is in place to restore the funds and continue to maintain fiscally responsible levels that ensure a positive outlook in the bond ratings.~~

~~C. Liabilities and Receivables~~

~~Procedures will be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Accounts Receivable procedures will target collection for a maximum of 30 days of service.~~

~~Receivables that are protected by liens on properties will be aggressively pursued through county and state filing methods. Similarly, payments due from utility system customers will also be aggressively pursued, including cut-off procedures for delinquent accounts.~~

~~D. Capital Project Funds~~

~~Every effort will be made for all monies within the Capital Project Funds to be expended within thirty-six (36) months of receipt. The fund balance will be invested; and income generated will offset increases in construction costs or other costs associated with the project. Capital project funds are intended to be expended totally and may include internal costs of labor and equipment determined to be meet the requirements of a capital asset.~~

~~E. General Debt Service Funds~~

~~Revenues within this fund are stable, based on property tax revenues. Balances are maintained to meet contingencies and to make certain that the next year's debt service payments may be met in a timely manner The fund balance carried over from one fiscal year to the next should not exceed one month or 1/12th annual debt service requirements, in accordance with IRS guidelines.~~

~~F. Investment of Reserve Funds~~

~~The reserve funds will be invested in accordance with the City's investment policy. Existing non-cash investment would be exempt through retirement of the investment.~~

~~XIII. INTERNAL CONTROLS~~

A. Written Procedures

Wherever possible, written procedures will be established and maintained by the City ManagerChief Financial Officer for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

The City Manager designates the Finance Director to have access to any city records in order to perform duties of safekeeping and control of assets.

To ensure proper controls, the City will maintain a transition policy, coordinated through its Human Resources and Information Technology departments. This policy with cover safety sensitive positions that have been assigned duties related to the management of city assets.

Within the Finance Department and areas with significant cash handling, all prudent measures will be taken to ensure proper segregation of duties, within the confines of staffing resources. Finance will work with customer departments, as well as the external audit team, to develop compensating controls and actions in areas where separation is limited.

B. Department Head Responsibility

Each Department Head is responsible for ensuring that good internal controls are followed throughout their department, that all Management directives are implemented and that all independent auditor internal control recommendations are addressed. Departments will develop and periodically update written internal control procedures.

City of Lago Vista

Fiscal & Budgetary Policy

Adopted September 7, 2023

Revised September 9, 2024

City of Lago Vista
Fiscal and Budgetary Policy

Statutory Authorization: The following document provides a framework for fiscal stewardship of the City. It operates within the confines of 1) federal and state law, 2) city charter, and 3) city code of ordinances. Any conflict herein will be subordinate to those legal authorities.

Governance: The City Manager hires the Chief Financial Officer (CFO) of the City and appoints a Director of Finance/Treasurer or similar position to oversee the administration of these policies.

I. PURPOSE

The City of Lago Vista is committed to transparent financial management through integrity, prudent stewardship, planning, accountability, full disclosure, and communication. The broad purpose of the Fiscal and Budgetary Policies is to enable the City to achieve and maintain a long-term stable and positive financial condition and provide guidelines for the day-to-day planning and operations of the City's financial affairs.

The scope of this policy generally spans areas of accounting and financial reporting, both operating and capital budgeting, revenue management, investment and asset management, debt management and forecasting, and a system of internal controls. This is done in order to:

A. Demonstrate to the citizens of Lago Vista, the investment community, and the bond rating agencies that the city is committed to a strong fiscal operation.

B. Provide precedents for future policy makers and financial managers on common financial goals and strategies.

C. Fairly present and fully disclose the financial position of the City in conformity to generally accepted accounting principles (GAAP).

D. Demonstrate compliance with finance-related legal and contractual issues in accordance with the Texas Local Government Code and other legal mandates; and

E. Ensure full transparency in the governance of public funds entrusted to the City Council and City staff to manage and protect.

These policies will be reviewed and updated annually as part of the budget preparation process. Council members will separately adopt these policies through resolution.

A. Funds Governed

The budgeted funds for the City of Lago Vista include:

Governmental Funds: General Fund which accounts for all financial resources except those required to be accounted for in another fund, and includes basic governmental services, such as Police, Public Works and Parks functions among others.

Special Revenue Funds (SRF): Account for specific revenues that are legally restricted for specified purposes. The City currently budgets three SRF type funds: Hotel Occupancy Tax, Impact Fees, and Parkland Dedication.

Debt Service Fund: Is used to account for the payment of general long-term debt principal and interest.

Capital Project Funds: Used to account for the acquisition or construction of major capital facilities other than those financed by enterprise activities. A variety of project funds will be created based on the nature of the projects and the sources of funding.

Proprietary and Enterprise Funds: Include the City's "business like" activities including utility, golf, and aviation funds.

The City will also make use of sub-ledger 'accounts' as a basis for tracking restricted funds where administratively feasible. Those include:

Court – City Truancy Prevention Fees, State Court Cost Fees, Building Security Fees, Court Technology Fees, City Judicial Fees, and Juvenile Case Management Fees
Police – School Crossing Guard, LEOSE, CAPCO, Bulletproof Vest
Development Services – Escrow accounts

B. Basis of Accounting and Basis of Budgeting

Generally Accepted Accounting Principles (GAAP) are the rules established by the Governmental Accounting Standards Board. The City will follow the standards in their annual financial reports on or by the designated effective reporting date.

The City accounts and budgets for all Governmental Funds using the modified accrual basis of accounting. This basis means that revenue is recognized in the accounting period in which it becomes available and measurable, while expenditures are recognized in the accounting period in which they are incurred. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for preparing the budget is the same as the basis of accounting. Exceptions to the modified accrual basis of accounting include:

- *Encumbrances, which are treated as expenditures in the year they are encumbered, not when expended.*
- *Grants, which are considered revenue received; and*
- *Principal and interest on long-term debt, which are recognized when paid.*

General government funds include the general fund, special revenue funds, debt service fund and general capital project funds.

Proprietary Funds, which include the Utility Fund, are accounted for and budgeted using the full-accrual basis of accounting. Under this method, revenues are recognized when they are earned and measurable, while expenses are recognized when they are incurred regardless of timing or related cash flows. The basis for preparing the budget is the same as the basis of accounting except for the following:

- *Principal payments on long-term debt and capital outlay, which are treated as budgeted expenses.*
- *Depreciation which is not budgeted; and*
- *Non-budgeted accruals such as compensated absences.*

Year-end comparisons of budget to actual will appear in the financial statements of the City, at a minimum for those funds identified as major funds in the audit process.

II. OPERATING BUDGET

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan. The annual budget includes all operating departments of the general fund, proprietary funds, debt service funds, special revenue funds, and capital improvement funds of the City.

A. Comprehensive/Strategic Planning

The Lago Vista "Comprehensive Plan" is the City's comprehensive plan to preserve, promote and protect public health and general welfare, prevent overcrowding, ensure adequate transportation, availability of necessary utilities and services, and conserve and protect the City's natural resources. The City's budget is the Annual Operating Plan element of the Comprehensive Plan.

The Comprehensive Plan is founded on strategic objectives or "policy areas" that are reviewed at least every five years. Funding of City programs should be based upon the objectives set forth in the Master Plan.

The City Charter and the Comprehensive Master Plan describe the budget process as an integral planning tool, suggesting the City plan for both five and one year time horizons. They recommend the budget be focused on these areas and significantly in consonance with the goals and objectives outlined in the comprehensive plan.

B. Preparation

The Charter (Section 8.02) requires "The Chief Financial Officer, prior to August first of each year, shall submit to the Council a proposed budget for the ensuing fiscal year and an accompanying budget message." The budget shall provide "a complete financial plan for all City funds and activities for the ensuing fiscal year. It shall contain all items and contents required by State law. The total of proposed expenditures shall not exceed the total of estimated income plus any accumulated surplus." The City Council shall, after holding public hearings as required by State law, adopt the budget by ordinance no later than the 30th day of September. If it fails to adopt

the budget by September 30th, the budget as proposed by the City Manager shall go into effect until such time as the Council adopts a budget.

C. Proposed Budget

A proposed budget shall be prepared by the Chief Financial Officer with the participation of all City Department Heads and the City Manager that is within the provisions of the Charter and in consonance with the guidance contained in the Comprehensive Master Plan.

1. Elements. The budget shall include the following basic segments for review and evaluation:

- *Budget Message*
- *General Fund*
- *Utility Fund*
- *Capital Improvement Funds*
- *Hotel Occupancy Fund (HOT)*
- *Debt Service Fund & Investments*
- *Aviation Fund*
- *Golf Fund*
- *Park Fund*
- *Water & Sewer Impact Fee Fund*
- *Section 8.04(b) requires itemized budget by department and agency*

2. Review. The budget review process will include provisions for City Council participation, including sufficient time to address policy and fiscal issues, and citizen input using public hearings.

3. Distribution. A copy of the proposed budget will be filed with the City Secretary at the time it is submitted to the City Council. A copy will also be available at City Hall and the Public Library for citizen review. It will also be posted on the city website as required.

4. Notifications. Public notifications, distribution, including the language incorporated and the methods by which the public gains access to the budget will be governed by state law in effect at that time. State laws affecting the budget and the tax rate include provisions from both the Local Government Code, as well as the Tax Code.

D. Adoption

Prior to finalization of the budget appropriations, the City Council will hold at least one public hearing, and subsequently adopt the final budget as amended by Ordinance. The budget will be effective for the fiscal year beginning October 1st.

At the City Manager's discretion, the Annual Operating Plan document may be submitted to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.

E. Balanced Budget

The goal of the City is to balance the operating budget with current revenues, whereby, current revenues would match and fund on-going expenditures/expenses. Excess balances in the operating funds from previous years could be used for non-recurring (one-time only) expenditures/expenses or for capital outlay based upon the recommendation of the City Manager and determination by the Council.

F. Planning

The budget process will be coordinated so that major policy issues are identified prior to the budget approval date. This will allow the City Council adequate time for consideration of appropriate decisions and analysis of financial impacts. A budget calendar will be submitted by the City Manager outlining the major steps in the process and the opportunities for City Council review and citizen input.

Outstanding encumbrances will expire if not spent in encumbered year and will have to be re-appropriated.

G. Reporting

Summary financial reports will be presented to the City Council monthly. These reports will be in a format appropriate to enable the City Council to understand the overall budget and financial status. Quarterly reports will also be provided as needed which contain updates on the status of projects and related financial goals set forth in the budget and if determined necessary, may also include appropriate budget amendment recommendations.

H. Control and Accountability

Each Department Head, appointed by the City Manager, should be responsible for the administration of his/her departmental budget. This includes accomplishing the Goals and Objectives adopted as part of the budget and monitoring of their portion of the budget for compliance with spending limitations. The City Manager may transfer any unencumbered funds within a departmental budget category (personnel costs, operations and maintenance or capital) and shall report such transfers to the Council in writing in a timely manner. All other transfers of appropriation or budget amendments require City Council approval as outlined in Section I.

I. Budget Amendments

The Charter (Section 8.06) provides a method for budget amendments and emergency appropriations. The City Council may authorize, through a majority vote, an emergency expenditure as an amendment to the original budget. This may be done in cases of grave public necessity or to meet an unusual and unforeseen condition that was not known at the time the budget was adopted. In practice, this has been interpreted to include revenue-related expenses within the enterprise funds and timing differences on capital improvement projects. The following criteria will be used in evaluation of budget amendments:

- *Is the request necessary?*
- *Why was the item not budgeted in the normal budget process?*
- *Why can't a transfer be made within the budget to remedy the condition?*

The City Manager must certify availability of revenues or funding sources prior to adoption. The city will amend the budget at year end, if needed, for revenue-based expenditures that exceeded budgeted amounts due to increased revenue and recognize any grant funded expenditures for grants received after the budget was adopted or last amended. The City Council may also amend the budget, if necessary, as part of the Mid-Year Review process for any capital project timing adjustments from the prior year as well as any other known adjustments needed and approved at that time.

J. Contingency Appropriations

The budget may include contingency appropriations within designated operating department budgets. These funds are used to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur during the year.

K. Manager's Contingency Account

The budget may also include a set number of contingency appropriations within the Administration Budget to be spent at the discretion of the City Manager. These funds may be used to offset expenditures for unexpected purchases and other unanticipated expenses that might occur during the year. The specific amount of contingency funds included in the budget shall be set by the City Council through the adoption of the annual budget.

III. REVENUE MANAGEMENT

A. Characteristics

The city will strive for the following optimum characteristics in its revenue system:

1. **Simplicity** – The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple to reduce compliance costs for the taxpayer or service recipient.

2. **Certainty** – A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budget.

3. **Equity** – The City will make every effort to maintain equity in its revenue system, i.e., the City should seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customer classes.

4. **Revenue Adequacy** – The City should require there be a balance in the revenue system, i.e., the revenue base will have the characteristics of fairness and neutrality as it

applies to cost of service, willingness to pay, and ability to pay.

5. Realistic and Conservative Estimates - Revenues will be estimated realistically and conservatively, recognizing the volatile nature of various revenue streams.

6. Administration – The benefits of a revenue source should exceed the cost of levying and collecting that revenue.

7. Diversification and Stability – A diversified revenue system with a stable source of income is preferred. This will help offset instabilities in revenue sources with large fluctuations due to the economy (sales tax) and variations in the weather (water sales, golf rounds).

B. Other Considerations

The following considerations and issues should guide the City in its revenue policies concerning specific sources of funds:

1. **Cost/Benefit of Incentives for Economic Development** – The City will use due caution in the analysis of any incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as part of the evaluation.

2. **Non-Recurring Revenues** – One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not for budget balancing purposes.

3. **Property Tax Revenues** – All real and business personal property located within the City will be valued at 100% of the fair market value for any given year based on the current appraisal supplied by the Travis County Appraisal District. Conservative budgeted revenue estimates result in a projected ninety-eight percent (98%) budgeted collection rate for current ad valorem taxes. Two percent (2%) of the current ad valorem taxes will be projected as the budget for delinquent ad valorem tax collection. For budgeting purposes, the City will forecast the current year's effective tax rate at the current collection rate of 100%, unless directed otherwise.

4. **Interest Income** – Interest earned from investments will be distributed to the funds based on their allocated investments, unless otherwise required by statute or determined by the City Council.

5. User-Based Fees and Service Charges – The City Council will determine how much of the cost of a service should be recovered by fees and charges. A fee can be driven by a cost-recovery approach, such that a service is identified into one of the following categories:

- Partial Cost Recovery – only a stated portion of the direct costs of services will be recovered from fees. These are for such services as library, parks, public safety, and other services where a general benefit ensues to the citizenry as a

whole and specific users cannot be easily ascertained or charged.

- Direct Cost Recovery – applies to all direct costs (operating and personnel) in exchange for a service that is directly beneficial to a particular user. Such services as recreation classes, sports leagues, copying costs, etc. These services gain the benefit of building, facility, and capital use as well as overhead support that are not expected to be captured in a fee.
- Full Cost Recovery – applies to all direct operating costs, as well as administrative and capital overhead while providing a service that is uniquely identifiable to a customer who exclusively benefits from that service. Those services would entail all utility programs, and related services. Full cost would capture debt burden, capital costs, overhead fees, as well as personnel and operating expenses.

The city will review fees and charges no less than once every three years to ensure that fees provide adequate coverage for the cost of services.

6. **Utility Fund Rates** – The City annually reviews and adopts utility rates as needed to generate revenues required to attempt to cover operating expenses, meet the legal requirements of all applicable bond covenants, debt service, and provide for an adequate level of working capital for cash flows. Additionally, utility activity rates will consider transfers to other funds as follows:

   a) General and Administrative Charges – Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, customer billing, legal and other costs as appropriate. These charges will be determined through an indirect cost allocation following accepted practices and procedures.

   b) In-Lieu-of-Franchise-Fee. This potential transfer, currently between 2% and 4% of operating revenues, is consistent with the franchise rates charged to investor-owned utilities that are franchised to operate within the city.

7. **Intergovernmental Revenues** – All potential grants will be examined for matching requirements and must be approved by the City Manager prior to making application for the grant. It must be clearly understood that operational requirements (on-going costs) set up through of a grant program could be discontinued once the term and conditions of the program have been completed. The department filing the grant application will notify Finance at the point of application and will ensure that the grant is set up appropriately for reimbursement or award, depending on the nature of the grant.

8. **Revenue Monitoring** – Revenues, as they are received, will be regularly compared to budgeted revenues and any variances should be investigated.
   i. Revenues will be monitored by the Fund. It is understood that many of the City's revenues are seasonal in nature or are reported to the city on a quarterly basis.
   ii. For the Enterprise Funds, all revenues will be tracked monthly for comparison purposes.

iii. As necessary, an item will be placed on the City Council agenda to discuss the status of revenues. All revenues will continue to be included in the financial reports presented to the Council monthly.

IV. EXPENDITURE POLICIES

A. Appropriations

The point of budgetary control is at the department level budget for all funds. The Charter (Section 8.06) provides that any transfer of appropriation between funds must be approved by the City Council and that the City Manager, without City Council approval, is authorized to transfer appropriations within departments.

Further, the budget is controlled by the authorized positions in the adopted budget. No changes can be made to the number of authorized positions without City Council approval.

B. Purchasing

All purchases of goods or services by the City will be made in accordance with state law and the following guidelines. All purchasing decisions shall be made in accordance with the Annual Budget or Capital Budget as approved by the City Council. The purchase of items not included in the Annual or Capital Budget less than $50,000 shall require approval from the City Manager. The purchase of items not included in the Annual or Capital Budgets more than$50,000 shall require the approval of the City Council. All contracts greater than $50,000 shall be approved by the City Council. Emergency purchases more than $50,000 will be limited to incidents that threaten public health, safety or damage to persons or property or in those situations in which inaction shall present a substantial financial loss to the City. All emergency purchases shall be submitted to the City Council for ratification. The following shows a summary of approval requirements for purchases.

APPROVAL REQUIREMENTS FOR PURCHASES:

1. The City Manager shall determine the purchasing authority limits of all Department Heads and other employees on a case-by-case basis; however, under no circumstances shall that authority exceed $5,000.

2. Department Heads shall determine the purchasing authority of subordinate employees on a case-by-case basis; however, under no circumstances shall that authority exceed $1000.

C. Prompt Payment

All invoices approved for payment by the proper City authorities shall be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all purchase discounts, when possible.

D. Risk Management

The city will pursue every opportunity to provide for the public's and City employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs.

V. BUDGET CONTINGENCY PLAN

This policy is designed to establish general guidelines for managing revenue shortfalls resulting from local and national economic downturns or other issues that adversely affect the City's revenue streams of all funds.

A. Immediate Action

Once a budgetary shortfall is projected, the City Manager will take the necessary actions to offset any revenue shortfall with a reduction in current expenses. The City Manager may:

- *Freeze all new hire and vacant positions except those deemed to be a necessity by the City Manager.*
- *Review all planned capital expenditures; and/or*
- *Delay all "non-essential" spending or equipment replacement purchases.*

B. Further Action

If the above actions are insufficient to offset the revenue deficit and the shortfall continues to increase, the City Manager will further reduce operating expenses to balance the variance. Any resulting service level reductions, including workforce reductions, will be brought to the City Council for direction and determination.

VI. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

The City's goal is to maintain City facilities and infrastructure in order to provide excellent services to the customers within the community, meet growth related needs, and comply with all state and federal regulations.

A. Preparation

The city annually updates and adopts a five-year Capital Improvement Program (CIP) schedule as part of the operating budget adoption process. The plan is reviewed and adjusted annually as needed, and year one is adopted as the current year capital budget. The capital budget will include all capital projects, capital resources, and estimated operational impacts.
Priorities for Capital Improvements should consider:

- *Needed capital improvements should be identified through system models, repair and maintenance records and growth demands.*
- *Economic development projects that have capital infrastructure needs should be reviewed and approved for funding by the city to be included in the CIP process or subsequent amendment.*
- *A team approach will be used to prioritize CIP projects, whereby City staff from all operational areas provide input and ideas relating to each project and its effect on operations.*

• *Citizen involvement and participation may be solicited in formulating the capital budget through public hearings and other forums.*

In cases where CIP requirements vary, such as impact fees (with 10-year planning windows and a specialty review process), the city will abide by those requirements.

B. Control

All capital project expenditures must be appropriated in the capital budget. The availability of resources must be identified before any CIP contract is presented to the City Council for approval.

C. Financing Programs

Where applicable, assessments, impact fees, pro rata charges, or other fees should be used to fund capital projects which have a primary benefit to specific identifiable property owners.

Recognizing that long-term debt is usually a more expensive financing method, alternative-financing sources will be explored before debt is issued. See Sections X and XI. Short-term financing including Capital Leasing and other tax-supported obligations can be used to fund vehicles, computers and other operating equipment if the impact to the tax rate is minimal.

VII. CAPITAL MAINTENANCE AND REPLACEMENT

The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of all individual funds with infrastructure should be budgeted each year to maintain the quality within each system.

A. Infrastructure Maintenance

On-going maintenance costs are included as operating or capital expense within the departmental operating budgets. These costs are generally considered system repairs and are not capitalized for accounting purposes. They include such items as street seal coat, water line repairs and other general system maintenance. Staff will prepare a street maintenance budget for the Council's consideration during the budget process.

B. Internal Service Funds

The City may utilize internal service funds to maintain and replace existing assets. Assessments are to be made to the "using" department for the use of current equipment and items to be purchased during the year. In this way, suitable funds should be accumulated and available for the purchase of operational assets with minimal issuance of debt. A systematic methodology will guide the calculation of the department charges.

VIII. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

A. Accounting

The City is solely responsible for the recording and reporting of its financial affairs, both internally and externally. The Chief Financial Officer is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's

financial position.

B. Audit of Accounts

In accordance with the City Charter, an independent audit of the City's accounts will be performed every year. The auditor may be recommended by the City Manager but is retained by and is accountable directly to the City Council.

C. Internal Reporting

The Finance Department will prepare monthly internal financial reports, sufficient to plan, monitor and control the City's financial affairs.

D. External Reporting

The Finance Department will be responsible for preparing the annual financial report by January 31st of each year [Charter IV(f)], or as timely thereafter as possible.

IX. ASSET MANAGEMENT

A. Cash Management and Investments

The City must comply with the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Local Government Code. A separate Investment Policy will be reviewed annually by the City Council and applies to all financial cash and investments held by the City.

1. Statement of Cash Management Philosophy - The City shall maintain a comprehensive cash management program to include the effective collection of all accounts receivable, the prompt deposit of receipts to the City's depository, the prompt payment of obligations, and the prudent investment of idle funds in accordance with this policy.

- Cash handling procedures will be coordinated through the Finance Department and all personnel handling cash, checks, or customer payments will be required to take applicable training. Such training will cover PCI compliance and red flag rules as applicable.
- Financial Procedures will outline that bank reconciliations will be performed monthly immediately after statements are processed by the bank; discrepancies will be researched and corrected immediately.

2. Objectives – The City's investment program will be conducted as to accomplish the following, listed in priority order:

• *Safety of the principal invested*
• *Liquidity and availability of cash to pay obligations when due*
• *Receive the highest possible rate of return (yield) consistent with the City's investment policy.*

3. Safekeeping and Custody – Investments may only be purchased directly by the City or through brokers/dealers who meet the criteria detailed in the investment policy,

which also addresses internal controls related to investments.

4. Standard of Care and Reporting – Investment will be made with judgment and care, always considering the safety of the principal to be invested and the probable income to be derived. The City Manager is responsible for the overall management of the City's investment program and ensures all investments are made in compliance with the investment policy. An investment report, providing both summary and detailed information, will be presented to the City Council quarterly.

B. Fixed Assets & Inventory

These assets will be reasonably safeguarded and properly accounted for, and prudently insured when required by law.

1. Capitalization Criteria – Capitalization is defined as the point at which an item gets recorded as an asset instead of expense. For purposes of budgeting and accounting classification assets meeting all of the following criteria must be capitalized:

- *The assets are owned by the city.*
- *The expected useful life of the asset must be longer than one year or extend the life of an identifiable existing asset by more than one year.*
- *The original cost of the asset must be at least $5,000.*
- *The asset must be tangible.*
- *On-going repairs and general maintenance are not capitalized.*

2. New Purchases – All costs associated with bringing the asset into working order should be capitalized as part of the asset cost. This may include start-up costs, engineering, or consultant type fees as part of the asset cost once the decision or commitment to purchase the asset is made. The cost of land acquired should include all related costs associated with its purchase. The land will be recorded as a non-depreciable asset while improvements will be considered depreciable.

3. Improvements and Replacement – Improvements will be capitalized when they extend the original life of an asset or when they make the asset more valuable than it was originally. The replacement of an asset's components will normally be expensed unless they are a significant nature and meet all the capitalization criteria.

4. Contributed Capital - Infrastructure assets received from developers or as a result of annexation or other dedications will be recorded as equity contributions when they are received and depreciated the same as city funded assets. The City will not accept dedications from home-owners association or other similar property owners without full review and consideration of the ongoing maintenance costs of those assets.

5. Distributions Systems - All costs associated with public domain assets, such as streets and utility distribution lines will be capitalized in accordance with the capitalization policy. Costs should include engineering, construction and other related costs including right-of-way acquisition.

6. Reporting and Inventory – The Finance department will maintain the permanent records of the City's fixed assets, including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. Periodically, random sampling at the department level will be performed to inventory fixed assets assigned to that department. Responsibility for safeguarding the City's cash and fixed assets lies with the department supervisor or manager whose department has been assigned the assets.

7. Inventory and Control – The Finance department maintains an inventory with descriptions, dates and amounts and has the authority to conduct periodic inventory audits of any city assets, including equipment, cash or other city owned property. Assets assigned to individuals such as cars, computers, and phones must be itemized and returned to city control upon replacement or termination.

8. Disposal – City assets may be disposed if they are considered: too costly to repair, obsolete, or no longer functional. For any items with a residual value, the city will dispose of assets through public auction or sealed bid, either directly or through a cooperative effort. If an asset originally cost less than $5,000, the manager may dispose of it through auction. If an asset costs more than $5,000 or is being disposed of through a sealed bid, the City Council must approve it.

X. DEBT MANAGEMENT

The City of Lago Vista recognizes that the primary purpose of capital facilities is to provide services to the community. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency must be evaluated to determine the highest rate of return for a given investment of resources. Equity is resolved by determining who should pay for the cost of capital improvements.

In meeting demand for additional services, the city will strive to balance the needs between debt financing and "pay as you go" methods. The City realizes that failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that too much debt may have detrimental effects on the City's long-range financial condition.

The City will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens, or the utility system expansion and upgrades and to allow it to fulfill its various purposes as a city.

A. Usage of Debt

Long-term debt financing will be considered for non-continuous capital improvements of which future citizens will be benefited. Alternatives for financing will be explored prior to debt issuance and include, but are not limited to:

- *Grants*
- *Use of Reserve Funds*
- *Use of Current Revenues*

- *Contributions from developers and others*
- *Leases*
- *Impact Fees*

When the City utilizes long-term financing, it will ensure that the debt is soundly financed by conservatively projecting revenue sources that will be used to pay the debt. It will not finance the improvement over a period greater than the useful life of the improvement and it will determine that the cost benefit of the improvement, including interest costs, is positive to the community.

The City may utilize the benefits of short-term debt financing to purchase operating equipment provided the debt doesn't extend past the useful life of the asset, and the potential impact to the tax rate is within policy guidelines.

B. Types of Debt

1. General Obligation Bonds (GO's) – Original issue General Obligation bonds must be authorized by a vote of the citizens of Lago Vista. They are used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. The full faith and credit of the City as well as the City's ad valorem taxing authority back general obligation bonds within limits of state law for taxing authority. Conditions for issuance of general obligation debt include:

- *When the project will have a significant impact on the tax rate;*
- *When the project may be controversial even though it is routine in nature; or*
- *When the project falls outside the normal bounds of projects the city has typically done.*

As needed, the city will prepare Bond Propositions, and the City Council will approve any election items and will set election dates in accordance with state law. The Finance Department will track all authorized propositions, the related debt issues and projects for those authorizations, and all remaining amounts approved but unissued.

2. Revenue Bonds – Revenue bonds may be issued to provide for the capital needs of any activities where the capital requirements are necessary for the continuation or expansion of a service. The improved activity shall produce a revenue stream to fund the debt service requirements of the necessary improvement to provide service expansion. The final maturity of the obligation should not exceed the useful life of the asset(s) to be funded by the bond issuance and will generally be limited to no more than twenty (20) years.

3. Certificates of Obligation, Contract Obligations (CO's) – Certificates of obligation or contract obligations may be used to fund capital requirements that are not otherwise covered either by general obligation or revenue bonds. Debt service for CO's may be paid either from general revenues (tax-supported) or supported by a specific revenue stream(s) or a combination of both provided, however, that the I&S tax provides alternate security for the repayment of COs as required by State law. Typically, the City may issue CO's when the following conditions are met:

• When the proposed debt will have minimal impact on future effective property tax rates.
• When the projects to be funded are within the normal bounds of city capital requirements, such as for roads, parks, various infrastructure and City facilities; and
• When the average life of the obligation does not exceed the useful life of the asset(s) to be funded by the issuance.

Certificates of obligation will be used with prudent care and judgment by the City Council. Notice of Intent to Issue COs will conform to state law requirements.

4. Self-supporting General Obligation Debt – Refers to general obligation debt issued for a specific purpose and repaid through dedicated revenues other than ad valorem taxes; however, the I & S tax is still pledged by law. The annual debt requirements are not included in the property tax calculation.

5. Internal borrowing between City funds – The City can authorize use of existing long-term reserves as "loans" between funds. The borrowing fund will repay the loan at a rate consistent with current market conditions. The loan will be repaid within 18 months. The loan will be considered an investment of working capital reserves by the lending fund.

6. Tax Notes - In accordance with Chapter 1431 of the Texas Local Government Code the City may authorize the issuance of Tax Notes for construction of public works, the acquisition of land, buildings, equipment, machinery, and related professional services and operating expenses. The maximum term of such notes shall be 7 years except for operating expense which shall have a maximum term of 1 year.

C. Method of Sale

The City will use a competitive bidding process in the sale of bonds unless conditions in the bond market or the nature of the issuance warrant a negotiated sale. In such situations, the City will publicly present the reasons for the negotiated sale. The City will rely on the recommendation of the financial advisor in the selection process of the underwriter or direct purchaser.

D. Disclosure & Federal Requirements

Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information for an anticipated bond issuance. The City staff, with assistance of the financial advisor and bond counsel, will prepare the necessary materials for presentation to the rating agencies and will aid in the production of the Preliminary Official Statements. The City will take responsibility for the accuracy of all financial information released.

The City will maintain procedures to comply with its continuing disclosure requirements, through the MSRB "EMMA" program, as well as any arbitrage rebate and other Federal requirements.

The City can contract with an external service provider to assist with continuing disclosure requirements as well as rebate calculations due to the expertise required, the complexity of the law or calculation, and the magnitude of risk for non-compliance.

F. Debt Structuring

The City will issue bonds with the final maturity not to exceed the useful life of the asset acquired. Market factors, such as the effects of tax-exempt designations, the cost of early redemption options and the like, will be given consideration during the structuring of long-term debt instruments. Efforts will be made to minimize the effect of large deferrals or 'balloon note' type structures.

G. I&S Accounting

City Charter section 8.12 requires a separate "account" for the City's interest and sinking fund, referred to as the Debt Service account.

H. Reimbursement Resolutions

The City will utilize reimbursement resolutions as a tool to manage its debt issues, due to arbitrage requirements and project timing (but not market driven reasons). In so doing, the City uses its capital reserve "cash" to delay bond, note and CO issues until such time when issuance is favorable and beneficial to the City. The City Council may authorize a reimbursement resolution for General Capital projects that have a direct impact on the City's ad valorem tax rate when the bonds, notes and COs are issued within the term of the existing City Council.

I. Subject Matter Experts and Advisors

The City will select a financial bond advisor to assist with the issuance and monitoring of debt activities. The financial advisor will recommend other parties to use as bond counsel, rating agencies, paying agents, escrow agents and others involved in a transaction. The City will designate the financial advisor in such a manner to allow investors and underwriting firms to participate in a bond transaction, in accordance with the federal municipal advisor rule.

XI. OTHER FUNDING ALTERNATIVES

When at all possible, the City will research alternative funding opportunities prior to issuing debt or increasing user-related fees.

A. Grants

Grant funding is a significant funding source for enhanced community services and improvements. Yet grants come with restrictions in their use, often require matching local funds to secure the grant, and may be subject to additional audit provisions. Staff will evaluate grant opportunities that best meet the needs of the City and our financial capabilities and make recommendations to Council based upon the following matrix:

Grant Value	Cash Match Required OR Future Funding Obligation of the City?	Approval to Apply	Approval to Accept and Appropriate Funds*
< $49,999	None	City Manager	City Council
Any Value	Yes	City Council	City Council

*Appropriation may be via an individual Council action or through adoption of the annual budget.

Due to the timing on some grant applications, staff may be unable to secure Council's approval before applications are due. Staff will bring a request to Council as soon as possible to seek retroactive approval to apply for and if successful with a grant award, accept and appropriate the funding for the specific grant. Staff will follow all federal, state, regulatory, and grant-specific requirements in expending and managing grant funds, including adherence to applicable procurement rules.

B. Use of Reserve Funds

The City may authorize the use of reserve funds to potentially delay or eliminate a proposed bond issuance. This may occur due to higher than anticipated fund balances in prior years, thus eliminating or reducing the need for debt proceeds, or postpone a bond issuance until market conditions are more beneficial or timing of the related capital improvements does not correspond with the planned bond sale. Reserve funds used in this manner can be replenished upon issuance of the proposed debt provided a reimbursement resolution is promptly adopted.

C. Developer Contributions

The City will require developers who negatively impact the City's utility capital plans to offset those impacts.

D. Leases

The City may authorize the use of lease financing for certain operating equipment when it is determined that the cost benefit of such an arrangement is advantageous to the City.

E. Impact Fees

The City will impose impact fees as allowable under state law for street access and water and wastewater services. These fees will be calculated in accordance with statute and reviewed at least every five years. All fees collected will fund projects identified within the Fee study and as required by state laws.

XII. FINANCIAL CONDITIONS AND RESERVES

The City of Lago Vista will strive to maintain budgeted minimum reserves in the ending working capital/fund balances to provide a secure, healthy financial base for the City in the event of a natural disaster or other emergency, allow stability of City operations should revenues fall short of budgeted projections and provide available resources to implement budgeted expenditures without regard to actual timing of cash flows into the City.

A. Operational Coverage

The City's goal is to maintain operations coverage of 1.00-1.25, such that operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.

B. Operating Reserves

Operating Reserves are generally considered as the Unassigned Portion of Fund Balance for Governmental Funds. GASB #54 outlines the categories of Fund Balance and the appropriate definitions.

1. ***Non-Spendable Fund Balances*** are amounts of the City's fund balance that are:
    i. not in a spendable form including inventory and prepaid items,
    ii. cannot be converted to cash within the current period including long-term portion of loans receivable and non-financial assets held for resale, or
    iii. are required to be maintained intact pursuant to legal or contractual requirements including an endowment or permanent fund.
2. ***Restricted Fund Balances*** are amounts of the City's fund balance that reflect resources that are subject to externally enforceable legal restrictions including those imposed by:
    i. Creditors (through debt covenants),
    ii. Grantors,
    iii. Contributors, and
    iv. Other government's legislation or regulations.

    Restricted special revenue funds/accounts of the City include Public Safety & Courts, Hotel Occupancy (Bed Tax). Other restricted funds include all capital bond funds, impact fee funds, and the General Debt Service Fund.

3. ***Committed Fund Balances*** are the amounts of the City's fund balances that represent resources that are constrained by limitations of the City Council and that remain binding unless removed, modified, or rescinded by the City Council prior to the last day of the fiscal year for which the commitment is made. Committed funds include the Reserve Funds and Parks Fund.
4. ***Assigned Fund Balances*** are those amounts of the City's fund balances that reflect the government's intended use of resources. This would include any future appropriation amounts of fund balances. The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose but retains the power of final appropriation of those funds.

5. ***Unassigned Fund Balance*** are those amounts of the City's fund balances that are in excess of what can properly be classified in one of the previous four categories. These funds are available for any purpose. Unassigned fund balances shall be held

to mitigate financial risk that can arise from unforeseen revenues fluctuations and unanticipated expenditures and provide cash flow for the City's general operations. Annual amounts may vary pending tolerable risk associated with volatility of the economy or exposure to natural risks. Fund unassigned balance should be used only for emergencies, major capital purchases or non-recurring expenditures that cannot be provided by savings in the current year.

The City targets operating reserves at 90 days (25%), but not to drop below 60 days (16.7%). Reserve requirements will be calculated as part of the annual budget process. In rare circumstances, the City will allow the reserves to fall below the target requirement providing a plan is in place to restore the funds and continue to maintain fiscally responsible levels that ensure a positive outlook in the bond ratings.

C. Liabilities and Receivables

Procedures will be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Accounts Receivable procedures will target collection for a maximum of 30 days of service.

Receivables that are protected by liens on properties will be aggressively pursued through county and state filing methods. Similarly, payments due from utility system customers will also be aggressively pursued, including cut-off procedures for delinquent accounts.

D. Capital Project Funds

Every effort will be made for all monies within the Capital Project Funds to be expended within thirty-six (36) months of receipt. The fund balance will be invested; and the income generated will offset increases in construction costs or other costs associated with the project. Capital project funds are intended to be expended totally and may include internal costs of labor and equipment determined to be meet the requirements of a capital asset.

E. General Debt Service Funds

Revenues within this fund are stable, based on property tax revenues. Balances are maintained to meet contingencies and to make certain that the next year's debt service payments may be met in a timely manner The fund balance carried over from one fiscal year to the next should not exceed one month or 1/12th annual debt service requirements, in accordance with IRS guidelines.

F. Investment of Reserve Funds

The reserve funds will be invested in accordance with the City's investment policy. Existing non-cash investment would be exempt through retirement of the investment.

XIII. INTERNAL CONTROLS

A. Written Procedures

Wherever possible, written procedures will be established and maintained by the Chief Financial Officer for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

The City Manager designates the Finance Director to have access to any city records in order to perform duties of safekeeping and control of assets.

To ensure proper controls, the City will maintain a transition policy, coordinated through its Human Resources and Information Technology departments. This policy covers safety-sensitive positions that have been assigned duties related to the management of city assets.

Within the Finance Department and areas with significant cash handling, all prudent measures will be taken to ensure proper segregation of duties, within the confines of staffing resources. Finance will work with customer departments, as well as the external audit team, to develop compensating controls and actions in areas where separation is limited.

B. Department Head Responsibility

Each Department Head is responsible for ensuring that good internal controls are followed throughout their department, that all Management directives are implemented and that all independent auditor internal control recommendations are addressed. Departments will develop and periodically update written internal control procedures.

AGENDA ITEM NO. 11

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Cobby Caputo, City Attorney

SUBJECT: Consider approval of Ordinance No. 24-09-19-03 an ordinance of the City of Lago Vista, amending Code of Ordinances article 1.300 "City Council" adding Section 1.310 "Procedures for Personnel Interaction" and Providing for the Following: Findings of Fact, Severability, Repealer, Effective Date, and Proper Notice and Meetings Clauses.

BACKGROUND: Council appointed a subcommittee on March 21, 2024 to consider adopting specific procedures consistent with the city charter's general statements in order to more clearly define those roles and expectations. The subcommittee reported back to the Council with a draft document setting forth Procedures for Personnel Interaction at the June 20, 2024 meeting. The Council considered the draft procedures at that meeting, at its July 18, 2024 meeting, at its August 1, 2024 meeting, and again at its September 5, 2024 meeting. Various revisions were discussed and considered and a revised draft was developed by the City Attorney consistent with the Council's discussions.

The draft ordinance attached incorporates those revisions.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
DRAFT Ordinance 24-09-19-03 Procedures for Personnel Interaction Clean 9-9-24.pdf
DRAFT Ordinance 24-09-19-03 Procedures for Personnel Interaction Redline following 9-5-24 Council Discussion.pdf

CITY OF LAGO VISTA, TEXAS

ORDINANCE NO. 24-09-19-03

AN ORDINANCE OF THE OF THE CITY OF LAGO VISTA, AMENDING CODE OF ORDINANCES ARTICLE 1.300 "CITY COUNCIL" ADDING SECTION 1.310 "PROCEDURES FOR PERSONNEL INTERACTION"; AND PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT, SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING CLAUSES.

WHEREAS, the City Charter generally states the roles and expectations of City Council and key members of City Staff; and

WHEREAS, the City Council on March 21, 2024 appointed an ad hoc subcommittee of the Council to consider adopting specific procedures consistent with the city charter's general statements in order to more clearly define those roles and expectations; and

WHEREAS, the subcommittee reported back to the Council with a draft document setting forth Procedures for Personnel Interaction at the June 20, 2024 meeting; and

WHEREAS, the Council considered the draft procedures at that meeting, at its July 18, 2024 meeting, at its August 1, 2024 meeting, and again at its September 5, 2024 meeting; and

WHEREAS, various revisions were discussed and considered and a revised draft was developed by the City Secretary and the City Attorney consistent with the Council's discussions; and

WHEREAS, the Procedures for Personnel Interaction provide additional details of the appropriate methods of interaction between elected members of Council and appointed members of City Commissions, Committees, and Boards, with the City Manager, City Attorney, and City Staff; and

WHEREAS, the objective of the Procedures for Personnel Interaction are intended to maintain an appropriate balance between the needs of elected and appointed officials with the need to not unduly burden City Staff; and

WHEREAS, adopting the Procedures for Personnel Interaction is in the best interests of the of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

1. FINDINGS OF FACT

All of the above recitals are hereby found to be true and correct legislative and factual findings of the City Council of the Lago Vista, Texas, and are hereby approved and incorporated into the body of this Ordinance as if copied herein in their entirety.

2. AMENDMENT TO CODE OF ORDINANCES

Article 1.300 of the Lago Vista Code of Ordinances is hereby amended by adopting Section 1.310 adding Subsections 1.310.1-1.310.12 as shown in Exhibit "A" attached hereto and incorporated herein for all purposes.

3. EFFECTIVE DATE

This ordinance is effective upon adoption and publication as required by law.

4. SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall 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 this Ordinance, and the remainder of this Ordinance shall be enforced as written.

5. REPEALER

The provisions of this Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This Ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance.

6. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required 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 Code.

PASSED AND APPROVED this the 19th day of September 2024, by a vote of ___ (ayes) to __ (nays) with __ (abstentions) of the City Council of the City of Lago Vista, Texas.

THE CITY OF LAGO VISTA:

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Assistant City Secretary

Exhibit "A"

SECTION 1.310 PROCEDURES FOR PERSONNEL INTERACTION

1.310.1 INTRODUCTION

The city charter states the roles and expectations of City Council and key members of City Staff. These procedures provide additional details of the appropriate methods of interaction between elected members of Council and appointed members of City Commissions, Committees, and Boards, with the City Manager and City Staff. The objective of these rules is to maintain an appropriate balance between the needs of elected and appointed officials to obtain information needed to effectively execute their duty to set policy or provide advice to Council, with the need to not unduly burden City Staff with excessive or unreasonable requests that hinder their ability to execute their duties. The following rules shall apply to the Mayor and all Council Members, Committee Members, and Staff.

1.310.2 DEFINITIONS

The following definitions shall apply to this Chapter:

"Committee Members" means any individual member(s) of a quasi-judicial or advisory committee established by the City of Lago Vista.

"Council" means the City Council and Mayor of Lago Vista as a whole acting in open session.
"Council Member" means any individual member(s) of the Council excluding the Mayor.

"Mayor" is defined as either the elected Mayor of Lago Vista, the appointed Mayor of Lago Vista or the Mayor Pro-Tem acting in the capacity of Mayor of Lago Vista.

"Staff" is defined as the City Manager and all employees who report directly and indirectly to the City Manager, including department heads, but does not include the City Attorney.

1.310.3 COUNCIL INTERACTIONS WITH STAFF

a) Council authority is held collectively, not individually. The Mayor and Council Members have no authority to speak for or act on behalf of the Council without Council action or direction taken during an open meeting. Neither the Mayor nor Council Members shall give direction to any member of Staff, including the City Manager, unless so authorized by the City Charter or by majority vote of Council at a public meeting.

b) The City Manager is the Mayor's and the Council Members' link to the City's operating organization. The City Manager is authorized to make decisions and take actions, so long as they are consistent with the City Charter, council policies, applicable ordinances and other law.

c) Items or requests that may entail a change in daily operations or procedures shall go through the City Manager. Items or requests that entail a change in the overall policy or an ordinance or resolution of the City shall require Council approval.

d) The Council as a whole may ask for information from Staff by making the request to the City Manager during a public meeting.

e) Written materials or written responses to questions or requests for information shall be provided to the entire Council in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

1.310.4 COUNCIL INTERACTIONS WITH CITY MANAGER

The City Manager is responsible for facilitating communication between Council and Staff. Elected officials shall not give direction or orders to Staff. Communication between Council and Staff shall be through the City Manager. Specifically:

a) The City Manager shall delegate Council requests and/or direction to Staff and shall coordinate appropriate Staff response to Council action and/or direction.

b) Requests by a Council Member or the Mayor for Staff attendance at a meeting shall be made through the City Manager. The City Manager must approve the request for Staff attendance at the meeting, with due consideration of appropriate location and expense impact. The City Manager shall either meet the request or defer the matter to full council for discussion and direction.

c) The City Manager shall determine whether the request can be met without a change in existing City policy, impact to operations, or the schedule for work completion, and shall meet the request if appropriate. The City Manager shall either meet the request or defer the matter to Council for discussion and direction. Written materials or written responses to questions or requests for information shall be provided to the entire Council in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code

d) Staff shall promptly notify the City Manager of direct contact by an elected or appointed official seeking written materials or written responses to questions or requests for information .

1.310.5 LEGISLATIVE PRIVILEGE TO DOCUMENTS

The Mayor and Council Members have the right to request and receive any existing documents, reports, data, or other information deemed necessary for researching policy, drafting legislation, or performing oversight. This includes, but is not limited to, financial reports, contracts, public records, zoning documents, meeting minutes, and correspondence between City officials.
This right extends to all documents and records that are in the custody or control of the City Manager, City Attorney, or any City Staff. The Mayor and Council Members do not need to justify their requests, and access should not be restricted.

The City Manager, City Attorney, or City Staff are not required to create new documents or reports specifically to fulfill Mayor or Council Member requests unless directed to do so by the City Manager or Council, but they must provide existing information in its current form.

1.310.6 INFORMATION REQUESTS BY COUNCIL MEMBERS

Upon request from the Mayor or any Council Member, the City Manager must provide the requested information promptly and accurately. Unless otherwise specified, information requests should be fulfilled within two City (2) business days.

If more than two (2) City business days is needed to gather requested information, the City Manager or designee must notify the requesting Council Member in writing, providing a justification for the delay and a revised timeframe for delivery of the information. If that timeframe is not acceptable to the requesting Council Member, the City Manager or Mayor shall put the item on the next Council agenda for discussion; or the Counsel Liaison shall ask that the item be added to the next agenda of a Committee, Board, or Commission.

1.310.7 INFORMATION REQUESTS BY COMMITTEE MEMBERS

Committee Members, requesting information should follow the same procedures as outlined above but make such requests to their staff liaisons with copy to City Manager and the Council Liaison. Responses from staff liaisons should be sent to all Committee Members in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code. Should the Committees, Boards and Commissions not receive a satisfactory result they should then direct their request to their Council Liaison.

1.310.8 LEGISLATIVE AUTHORITY

The legislative authority of the Mayor, Council Members or Council as a whole shall not be impeded or infringed upon by the City Manager, Mayor, City Attorney, or any member of Staff.

The Council retains the authority to make, amend, or repeal ordinances, and set policies for the City, and to oversee the operations of the City, and includes the information and research needed to carry out that authority.

1.310.9 OPERATIONAL AUTHORITY OF CITY MANAGER

The operational authority of the City Manager shall not be impeded or infringed upon by individual Council Members or Committee members.

Operational methods and procedures, not specified by Council direction, ordinance, or resolution shall be at the discretion of the City Manager.

1.310.10 COUNCIL RELATIONS WITH THE CITY ATTORNEY

The City Attorney is the legal advisor for the Council and all offices and departments of the City

with respect to any legal question(s) pertaining to the affairs of the City, and as such is not considered a member of the Staff. The City Attorney represents the City, Council and Staff as a whole and not the individuals who hold the office of Mayor or Council Member, or who are employed by the City.

The Mayor and Council Members shall not request or direct the City Attorney to initiate an action or prepare any report that is significant in nature, or initiate any significant project or study without the consent of a majority of the Council the City Council and the City Manager shall be made aware of the request. The City Attorney shall determine whether a matter is significant and notify the requestor of their decision. If the matter is deemed significant by the City Attorney, and the requestor does not agree, they may bring it to the Council for final determination. The City Manager shall not prevent the Mayor or Council Members from communication with the City Attorney to obtain legal advice regarding any legislative matter.

1.310.11 ENFORCEMENT AND DISCIPLINARY MEASURES

Violations of this ordinance may be considered ethical violations under the City's Code of Ethics and treated as such, save and except violations of 1.310.12 Rules of order and decorum. The procedures set forth in the Code of Ethics shall apply to complaints alleging violations of this Chapter.

1.310.12 PLEDGE OF ORDER AND DECORUM

Council Members, Committee members, City Attorney, City Manager and Staff shall hereby pledge to communicate and serve with respect, dignity, and courtesy when interacting with other Council Members, Committee members, Staff, and the public by:

a) acting in the best interest of the City without consideration of personal motive or gain,

b) not threatening to violate governing City documents;

c) treating others and their opinions equally and with respect at all times, refraining from behaviors, including but not limited to yelling, using profanity or language otherwise publicly offensive, using language tending to hold a member of Council or Staff up to contempt, or referring to others in a derogatory manner;

d) not sending emails or other communications that contain profanity, threatening, belittling, or abusive language;

e) respecting the expertise and perspectives each person brings to discussions;

f) not accusing (explicitly or implicitly) the Mayor, a Council Member, a Committee member, or Staff of violating ethics or statutory laws publicly during a meeting unless related to a relevant and properly noticed agenda item;

g) not stating assumptions about others' motive(s);

h) listening attentively to one another, avoiding interrupting others when they have the floor;

i) providing honest and accurate information so that the best decisions can be made; and

j) exercising professionalism when texting, emailing, or participating in any form of electronic communication while attending a meeting.

It is not a violation of any of these rules to speak directly, firmly or to show emotion when expressing your views.

CITY OF LAGO VISTA, TEXAS

ORDINANCE NO. 24-09-19-03

AN ORDINANCE OF THE OF THE CITY OF LAGO VISTA, AMENDING CODE OF ORDINANCES ARTICLE 1.300 "CITY COUNCIL" ADDING SECTION 1.310 "PROCEDURES FOR PERSONNEL INTERACTION"; AND PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT, SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING CLAUSES.

WHEREAS, the City Charter generally states the roles and expectations of City Council and key members of City Staff; and

WHEREAS, the City Council on March 21, 2024 appointed an ad hoc subcommittee of the Council to consider adopting specific procedures consistent with the city charter's general statements in order to more clearly define those roles and expectations; and

WHEREAS, the subcommittee reported back to the Council with a draft document setting forth Procedures for Personnel Interaction at the June 20, 2024 meeting; and

WHEREAS, the Council considered the draft procedures at that meeting, at its July 18, 2024 meeting, August 1, 2024 meeting, and again at its September 5, 2024 meeting; and

WHEREAS, various revisions were discussed and considered and a revised draft was developed by the City Secretary and the City Attorney consistent with the Council's discussions; and

WHEREAS, the Procedures for Personnel Interaction provide additional details of the appropriate methods of interaction between elected members of Council and appointed members of City Commissions, Committees, and Boards, with the City Manager, City Attorney, and City Staff; and

WHEREAS, the objective of the Procedures for Personnel Interaction are intended to maintain an appropriate balance between the needs of elected and appointed officials with the need to not unduly burden City Staff; and

WHEREAS, adopting the Procedures for Personnel Interaction is in the best interests of the of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

1. FINDINGS OF FACT

All of the above recitals are hereby found to be true and correct legislative and factual findings of the City Council of the Lago Vista, Texas, and are hereby approved and incorporated into the body of this Ordinance as if copied herein in their entirety.

2. AMENDMENT TO CODE OF ORDINANCES

Article 1.300 of the Lago Vista Code of Ordinances is hereby amended by adopting Section 1.310 adding Subsections 1.310.1-1.310.12 as shown in Exhibit "A" attached hereto and incorporated herein for all purposes.

3. EFFECTIVE DATE

This ordinance is effective upon adoption and publication as required by law.

4. SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall 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 this Ordinance, and the remainder of this Ordinance shall be enforced as written.

5. REPEALER

The provisions of this Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This Ordinance shall not be construed to require or allow any act that is prohibited by any other ordinance.

6. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required 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 Code.

PASSED AND APPROVED this the 19th day of September 2024, by a vote of ___ (ayes) to __ (nays) with __ (abstentions) of the City Council of the City of Lago Vista, Texas.

THE CITY OF LAGO VISTA:

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Lucy Aldrich, City Secretary

Exhibit "A"

SECTION 1.310 PROCEDURES FOR PERSONNEL INTERACTION

1.310.1 INTRODUCTION

The city charter states the roles and expectations of City Council and key members of City Staff. These procedures provide additional details of the appropriate methods of interaction between elected members of Council and appointed members of City Commissions, Committees, and Boards, with the City Manager and City Staff. The objective of these rules is ~~are~~ to maintain an appropriate balance between the needs of elected and appointed officials to obtain information needed to effectively execute their duty to set policy or provide advice to Council, with the need to not unduly burden City Staff with excessive or unreasonable requests that hinder their ability to execute their duties. The following rules shall apply to the Mayor and all Council Members, Committee Members, and Staff.

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1.310.2 DEFINITIONS

The following definitions shall apply to this Chapter:

"Committee Members" means any individual member(s) of a quasi-judicial or advisory committee established by the City of Lago Vista.

"Council" means the City Council and Mayor of Lago Vista as a whole acting in open session.
"Council Member" means any individual member(s) of the Council excluding the Mayor.

"Mayor" is defined as either the elected Mayor of Lago Vista, the appointed Mayor of Lago Vista or the Mayor Pro-Tem acting in the capacity of Mayor of Lago Vista.

"Staff" is defined as the City Manager and all employees ~~which~~ who report directly and indirectly to the City Manager, including department heads, but does not include the City Attorney.

1.310.3 COUNCIL INTERACTIONS WITH STAFF

a) Council authority is held collectively, not individually. The Mayor and Council Members have no authority to speak for or act on behalf of the Council without Council action or direction taken during an open meeting. Neither the Mayor nor Council Members shall give direction to any member of Staff, including the City Manager, unless so authorized by the City Charter or by majority vote of Council at a public meeting.

b) The City Manager is the Mayor's and the Council Member's link to the City's operating organization. The City Manager is authorized to make decisions and take actions, so long as they are consistent with the City Charter, council policies, applicable ordinances and other law.

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c) Items or requests that may entail a change in daily operations or procedures shall go through the City Manager. Items or requests that entail a change in the overall policy or an ordinance or resolution of the City shall require Council approval.

d) The Council as a whole may ask for information from Staff by making the request to the City Manager during a public meeting.

e) Written materials or written responses to questions or requests for information shall be provided to the entire Council~~.~~ in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

1.310.4 COUNCIL INTERACTIONS WITH CITY MANAGER

The City Manager is responsible for facilitating communication between Council and Staff. Elected officials shall not give direction or orders to Staff. Communication between Council and Staff shall be through the City Manager. Specifically:

a) The City Manager shall delegate Council requests and/or direction to Staff and shall coordinate appropriate Staff response to Council action and/or direction.

b) Requests by a Council Member or the Mayor for Staff attendance at a meeting shall be made through the City Manager. The City Manager must approve the request for Staff attendance at the meeting, with due consideration of appropriate location and expense impact. The ~~c~~City ~~m~~Manager shall either meet the request or defer the matter to full council for discussion and direction.

~~c) The Mayor or one or more Council Members may request information from, or suggest actions to, the City Manager. In general, it is expected that requests by Council Members or Committee Members for information that exists, or questions that can be readily answered which impact the ability of the requesting person to effectively execute their elected or appointed role will be addressed in a timely manner, or a timeline to deliver the information will be provided.~~

~~d) r a timeline to deliver the information will be provided.~~

~~e)~~c) The City Manager shall determine whether the request ~~or suggestion~~ can be met without a change in existing City policy, ~~significant~~ impact to operations, or the schedule for work completion, ~~or cost increase,~~ and shall meet the request if appropriate. The City Manager shall either meet the request or defer the matter to Council for discussion and direction. ~~The Council shall be copied on or informed of any information provided or actions taken.~~ Written materials or written responses to questions or requests for information shall be provided to the entire Council in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code

~~f)~~d) Staff shall promptly notify the City Manager of direct contact by an elected or appointed official ~~concerning the above communication matters~~ seeking written materials or written responses to questions or requests for information .

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1.310.5 LEGISLATIVE PRIVILEGE TO DOCUMENTS

The Mayor and Council Members have the right to request and receive any existing documents, reports, data, or other information deemed necessary for researching policy, drafting legislation, or performing oversight. This includes, but is not limited to, financial reports, contracts, public records, zoning documents, meeting minutes, and correspondence between City officials. This right extends to all documents and records that are in the custody or control of the City Manager, City Attorney, or any City Staff. The Mayor and Council Members do not need to justify their requests, and access should not be restricted.

The City Manager, City Attorney, or City Staff are not required to create new documents or reports specifically to fulfill Mayor or Council Member requests unless directed to do so by the City Manager or Council, but they must provide existing information in its current form.

1.310.6 INFORMATION REQUESTS BY COUNCIL MEMBERS

Upon request from the Mayor or any Council Member, the City Manager must provide the requested information promptly and accurately. Unless otherwise specified, information requests should be fulfilled within two (2) City business days.

If more than two (2) City business days is needed to gather requested information, the City Manager or designee must notify the requesting Council Member in writing, providing a justification for the delay and a revised timeframe for delivery of the information. If that timeframe is not acceptable to the requesting Council Member, the City Manager or Mayor shall put the item on the next Council agenda for discussion; or the Counsel Liaison shall ask that the item be added to the next agenda of a Committee, Board, or Commission. ~~and priority adjustment if appropriate.~~

1.310.7 INFORMATION REQUESTS BY COMMITTEE MEMBERS

Committee Members, requesting information should follow the same procedures as outlined above but make such requests to their staff liaisons with copy to City Manager and the Council liaison. Responses from staff liaisons should be sent to all Committee Members in a manner that complies with and does not create a violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code. Should the Committees, Boards and Commissions not receive a satisfactory result they should then direct their request to their Council Liaison.

1.310.8 LEGISLATIVE AUTHORITY

The legislative authority of the Mayor, Council Members or Council as a whole shall not be impeded or infringed upon by the City Manager, Mayor, City Attorney, or any member of Staff.

The Council retains the authority to make, amend, or repeal ordinances, and set policies for the City, and to oversee the operations of the City, and includes the information and research needed to carry out that authority.

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1.310.9 OPERATIONAL AUTHORITY OF CITY MANAGER

The operational authority of the City Manager shall not be impeded or infringed upon by individual Council Members or Committee members.

Operational methods and procedures, not specified by Council direction, ordinance, or resolution shall be at the discretion of the City Manager.

1.310.10 COUNCIL RELATIONS WITH THE CITY ATTORNEY

The City Attorney is the legal advisor for the Council and all offices and departments of the City with respect to any legal question(s) pertaining to the affairs of the City, and as such is not considered a member of the Staff. The City Attorney represents the City, Council and Staff as a whole and not the individuals who hold the office of Mayor or Council Member, or who are employed by the City.

The Mayor and Council Members shall not request or direct the City Attorney to initiate an action or prepare any report that is significant in nature, or initiate any significant project or study without the consent of a majority of the Council the City Council and the City Manager shall be made aware of the request. The City Attorney shall determine whether a matter is significant and notify the requestor of their decision. If the matter is deemed significant by the City Attorney, and the requestor does not agree, they may bring it to the Council for final determination. ~~The City Manager shall be informed of any item not on the agenda of any significant project, study, or report prepared by the City Attorney that has been requested by the Mayor or a Council Member.~~ The City Manager shall not prevent the Mayor or Council Members from communication with the City Attorney to obtain legal advice regarding any legislative matter.

1.310.11 ENFORCEMENT AND DISCIPLINARY MEASURES

Violations of this ordinance may~~shall~~ be considered ethical violations under the City's Code of Ethics and treated as such, save and except violations of ~~xxxx.~~1.310.12~~0010~~ Rules of order and decorum. The procedures set forth in the Code of Ethics shall apply to complaints alleging violations of this Chapter.

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1.310.12 PLEDGE OF ORDER AND DECORUM

Council Members, Committee members, City Attorney, City Manager and Staff shall hereby pledge to communicate and serve with respect, dignity, and courtesy when interacting with other Council Members, Committee members, Staff, and the public by:

a) acting in the best interest of the ~~c~~City without consideration of personal motive or gain,

b) not threatening to violate governing City documents;

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c) treating others and their opinions equally and with respect at all times, refraining from behaviors, including but not limited to yelling, using profanity or language otherwise

publicly offensive, using language tending to hold a member of Council or Staff up to contempt, or referring to others in a derogatory manner;

d) not sending emails or other communications that contain profanity, threatening, belittling, or abusive language;

e) respecting the expertise and perspectives each person brings to discussions;

f) not accusing (explicitly or implicitly) the Mayor, a Council Member, a Committee member, or Staff of violating ethics or statutory laws publicly during a meeting unless related to a relevant and properly posted agenda item;

g) not stating assumptions about others' motive(s);

h) listening attentively to one another, avoiding interrupting others when they have the floor;

i) providing honest and accurate information ~~at all times~~ so that the best decisions can be made; and

j) exercising professionalism when texting, emailing, or participating in any form of electronic communication while attending a meeting.

It is not a violation of any of these rules to speak directly, firmly or to show emotion when expressing your views.

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AGENDA ITEM NO. 12

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Cobby Caputo, City Attorney

SUBJECT: Hold a public hearing for discussion, consideration and possible action on Ordinance No. 24-09-19-05, an ordinance regarding a zoning change request to amend the existing "Nature's Point Planned Development District" (PDD) established by Ordinance No. 21-03-04-01, to modify various development standards applicable to improvements on the property (Nature's Point Subdivision, Block A, Lot 1).

BACKGROUND: The circumstances that have resulted in the construction activities currently underway being noncompliant with the original zoning approval, the subdivision regulations, and the site development plan approval reviewed in accordance with the current Chapter 3.5 (formerly Chapter 10.5) are varied. In addition to the unauthorized changes, there were several questionable sequencing decisions and erosion control violations committed by the contractor reported by the neighboring property owners and the LCRA staff. Complaints ultimately revealed that the improvements were not consistent with the approvals and led to stop work orders and revised reviews which are continuing. Nonetheless, it was clear that an amendment to the PDD development standards is required and gave rise to this application as the initial step in resolving the various concerns.

At its September 5 meeting, Council designated a subcommittee consisting of Councilmembers Roberts and Prince, the City Attorney, the City Planner, and the Public Works Director to meet with the developer's representative(s) and determine whether mutually agreeable terms could be reached. The subcommittee met with the developer's representative and a subcommittee proposal was developed to be considered by the public and the City Council.

FINDINGS: An early report from the LCRA staff to the former Development Services Director was principally related to some temporary erosion controls that had the appearance of being intentionally removed. In addition, they mentioned that it appeared that

there was soil being disturbed within the critical water quality zone established by the interlocal agreement with the City of Austin that is applicable to this property.

The applicant and their engineering consultant were contacted and asked to amend the plat and have it recorded to reflect the location of that critical water quality zone as required by the subdivision regulations. However, while there is no encroachment into that water quality zone shown on the zoning approval documents, we noted that there was an unexplained dashed line visible on the site development plan review documents.

While the proposal for restoring the critical water quality zone remains under review by the Public Works Department and their third-party consultants, resolution of that concern is not within the authority of the City Council or the Planning and Zoning Commission. That violation will have to be reported by the Development Services Department staff to the City of Austin, specifically to the Watershed Protection Department that will in turn engage all the other impacted departments. However, it would undoubtedly be best to delay that report until the Public Works Department and their third-party consultants are prepared to endorse what they feel is the best possible solution to repair the damage that has been done. This process is still being undertaken.

On August 8, 2024, the Planning and Zoning Commission recommended denial of any amendment to the existing PDD development standards. During the meeting, the applicant presented their case and is seeking to appeal their decision to the Lago Vista City Council.

At the September 5 meeting, council designated a subcommittee, as discussed above. The Subcommittee's proposal being presented includes the following terms:

- **1. Fence to the South and West.** The Developer shall increase the masonry wall height from the current footers from eight feet to twelve feet to better insulate the neighbors from the project. A PDD amendment for this change is included.
- **2. Fence to the North and East.** The Developer shall also construct a masonry wall between its property and the properties to the northeast of the project as indicated on the attached Exhibit. This masonry wall shall conform to the minimum City standards for a fence between commercial and non-commercial uses. A PDD amendment for this change is included.
- **3. Trees.** The Developer shall add 2 trees (minimum

twelve-feet tall) in the area between the parking lot and neighboring property. Exact placement and tree size to be approved administratively by staff. A PDD amendment for this change is included.

- **4. Gate.** The neighboring residents have the ability and right to put a gate on their property across the private road to protect their privacy and prevent project guests and customers from parking on their road. This gate (design, installation and maintenance) would be the responsibility of the private property owners to the South. The Developer will agree to provide $20,000 to the property owners to assist in construction of the gate. Additionally, because the Developer owns some of the lots to the south, Developer has agreed to participate on a pro rata basis in the ongoing maintenance of that gate. This commitment is included in a Memorandum of Understanding (MOU) between the Developer and the City, to be approved as part of this process. The MOU requires the Developer to perform certain tasks and document its compliance to the City prior to any Certificates of Occupancy being issued by the City. The proposed draft MOU is attached.
- **5**. **Water Quality Test**. Also as part of the MOU, the Developer will agree to perform a water quality test of the lake water in the cove below the property and provide a copy of the results to the City of Lago Vista (see green dots on Exhibit A to the draft MOU for estimated location of sampling).
- **6. Drainage.** The final part of the MOU requires the Developer to construct or install an additional drain(s) as required to resolve runoff from Developer's property to neighboring properties to the South. Again, completion of this drainage solution is a requirement under the MOU that must be satisfied before the Developer can receive any Certificates of Occupancy for the project.

Because P&Z commission recommended denial of the proposed PDD amendments, it will require a supermajority of Council to overturn the P&Z Commission's recommendation to deny the amendments.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
Ordinance 24-09-19-05 Marshall's Harbor PDD Amendment For Posting CLEAN.pdf
Ordinance 24-09-19-05 Marshall's Harbor PDD Amendment For Posting REDLINE.pdf
Proposed_PDD_Amendments.pdf
MEMORANDUM_OF_UNDERSTANDING_Draft_9-12-24.pdf
Northeast_wall_diagram.pdf
Summary of Comments by Planning and Zoning Marshall's Harbor.pdf

23-2694-PDD-MOD Staff Report.pdf
9-5-24 Council Presentation.pdf

ORDINANCE NO. 24-09-19-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, AMENDING THE OFFICIAL ZONING MAP BY CHANGING THE ZONING DISTRICT FOR THE PROPERTY LOCATED AT 18504, 18507, 18514 AND 18607 LAKESHORE POINTE, APPROXIMATELY 18.039 ACRES OF LAND IN THE W.B. CORWIN SURVEY, ABSTRACT NO. 2079, TRAVIS COUNTY, TEXAS, AND LOT 130-FS OF THE MARSHALL'S VISTA SUBDIVISION, FROM TR-1 ("TEMPORARY RESTRICTED") AND PDD ("PLANNED DEVELOPMENT DISTRICT") TO A PDD WITH DESIGN APPROVAL TO BE REFERRED TO AS THE "NATURE'S POINT PLANNED DEVELOPMENT DISTRICT;" AND PROVIDING FOR RELATED MATTERS.

WHEREAS, Lago Property Development, LP acting by and through Keith Walters, the owner of approximately 18.039 acres of land in the W.B. Corwin Survey, Abstract No. 2079, Travis County, Texas, and Lot 130-FS of the Marshall's Vista Subdivision, as more particularly described on the attached **Exhibit "A"** (described hereinafter as the "Property"), have requested that the Property be zoned as a PDD to be known as the "Nature's Point Planned Development District," and

WHEREAS, the Property currently resides within the corporate limits of the City of Lago Vista;

WHEREAS, the conceptual plan for the Property is set forth in this "Nature's Point PDD" Zoning Ordinance (the "Ordinance") and in **Exhibit "B"** attached hereto (the "Land Use Plan"), which identifies and designates various land uses for the Property as further described below; and

WHEREAS, property owner submitted an application amend certain aspects of the PDD; and

WHEREAS, after giving ten (10) days written notice to the owners of land in and within 200-feet of the area being rezoned, as well as having published notice to the public at least fifteen (15) days prior to the date of such hearings, the Planning and Zoning Commission and City Council each held separate public hearings on the proposed rezoning of the Property included in this Ordinance; and

WHEREAS, the Planning and Zoning Commission held a public hearing on August 22, 2024 at a special called meeting; and the City Council held a public hearing at its regular meeting on September 5, 2024; and

WHEREAS, the Planning and Zoning Commission unanimously recommended disapproval of the proposed amendments to the PDD; and

WHEREAS, the City Council considered the matter and postponed final action until its regular meeting on September 15, 2024 and designated a subcommittee consisting of two council

members and various city staff to meet with the owner's representative; and

WHEREAS, the subcommittee reported back at the September 15, 2024 meeting; and

WHEREAS, the City Council finds that there has been a substantial change in the circumstances of the Property, sufficient to warrant an amendment to the previously approved PDD zoning the Property; and

WHEREAS, the City, by and through its legislative discretion, has adopted a comprehensive plan for the City of Lago Vista, and having considered and reviewed such comprehensive plan, the City Council finds the PDD amendments approved herein are consistent with the comprehensive plan which shall not be interpreted as inconsistent with this rezoning; and

WHEREAS, the City desires that development within its corporate limits occur in an orderly manner in order to protect the health, safety, and welfare of its present and future citizens, protect property values and provide for the growth of the City's tax base; and

WHEREAS, the City desires to control the development standards for the Property, protect third party property owners in the City, and to ensure the benefits of planned development and an enhanced tax base that are achieved through rezoning the Property; and

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

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code, the City has the authority to zone and rezone property; and

WHEREAS, the City Council finds that it is necessary and proper for the good government, peace or order of the City of Lago Vista to adopt this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact. The Planning and Zoning Commission and City Council find that this Ordinance satisfies the requirements of Section 6.105, Section 10 and Section 13 of the City of Lago Vista Zoning Ordinance, codified under Ordinance No. 98-04-27-03, as amended (the "Zoning Code").

Section 2. Enactment. The Zoning Code and other applicable ordinances are hereby modified and amended by amending the PDD zoning the Property as set forth in Section 3.

Section 3. Amended Planned Development District. The Zoning Code is hereby amended by amending the current PDD zoning the Property being the 18.039 acre tract of land described on **Exhibit "A"** attached to this Ordinance, as a PDD zoning district. The Property is

hereby zoned as the "Amended Nature's Point Planned Development District" with the uses of individual land areas as set forth in this Ordinance.

Section 4. Amendment of Applicable Zoning Ordinances. The zoning requirements established in this Ordinance shall apply to the Property. The comprehensive zoning requirements of the Zoning Code and all other applicable ordinances, as they may be amended by this Ordinance, shall apply to the Property. Should any conflict appear between the requirements of the zoning and development ordinances of the City of Lago Vista as compared with the requirements for the Property set forth in this Ordinance, the requirements set forth in this Ordinance shall control.

Section 5. Phasing within the PDD. The Property shall be developed in no less than two phases in accordance with the Land Use Plan and as depicted in **Exhibit "B"** attached hereto and incorporated herein for all purposes. Developer has the discretion, to implement each of these phases sequentially rather than simultaneously in order to minimize disruptions to adjacent property and existing elements or operations of the development, within the parameters as described below.

1. Phase I shall consist of the following elements and uses, as described and located in **Exhibit "B"** (1) and Section 6 below:

    A. Wedding Venue 1 (a single facility);

    B. Wedding Venue 2 (a single facility);

    C. Lakeview Villas (a maximum of six separate structures);

    D. Cove Villas (a maximum of four separate structures); and

    E. Cabins (a maximum of fifteen separate temporary structures, to remain in use a maximum of five years from the issuance of a certificate of occupancy and removed prior to the construction of any Phase II elements).

2. Phase II shall consist of the following elements and uses, as described and located in **Exhibit "B"** (2) and Section 6 below:

    A. Resort Hotel and Spa Complex (a single facility will multiple components that may consist of multiple attached structures or detached amenities); and

    B. Condominiums (a single structure consisting of attached living units, not to be constructed prior to the Resort Hotel and Spa Complex).

Section 6. Zoning Requirements. The following use and site development requirements established herein shall apply to the Property:

1. Zoning. The use and development of the Property shall comply with the zoning requirements and development standards of the City of Lago Vista, except as specifically described below.

    A. Wedding Venue 1 and 2. Two event venue structures to accommodate religious or worship activities, weddings, or corporate office retreats. The

maximum enclosed area of Wedding Venue 1 shall be 14,000 square feet and the maximum enclosed area of Wedding Venue 2 shall be 15,000 square feet. Enclosed spaces are expected to include a large ballroom, a commercial or catering kitchen, a bar area, bridal and groom suites, an office, conference room and associated toilet facilities. These facilities shall comply with the development standards of the C-2 zoning district except as otherwise described herein.

B. Lakeview Villas. A maximum of six separate structures that will provide short-term lodging, prior to the construction of the hotel complex and later as a luxury extension of the hotel complex. Each structure will include a range of between two and rental units, with each rental unit including between two and four bedrooms. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

C. Cove Villas. A maximum of four separate structures that are intended to provide short-term lodging, but might eventually be available for sale to individuals, who may elect to elect to use them for longer term occupancies by themselves or others. Each structure will include a range of between two and rental units, with each rental unit including between two and four bedrooms. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

D. Cabins. These units shall be temporary, short-term rental accommodations to be used prior to the construction of the Resort Hotel and Spa Complex. Limited to a maximum of 15 separate structures, these structures will be removed from the Property in no less than five (5) years from the issuance of a certificate of occupancy. Each structure will consist of two rental units of no less than 450 square feet, although 750 square feet is the anticipated size. One of the units may be used as a rental office. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

E. Resort Hotel and Spa Complex. This single structure or series of attached structures is to serve as a resort lodging facility, with support and ancillary amenities to accommodate both wedding parties, wedding guests and potentially other short-term visitors to the area. A maximum of 150 guest rooms shall be allowed, each with a minimum area of 320 square feet. Anticipated amenities and support functions shall include, but not be limited to restaurants, wedding and hotel related retail services, a full-service spa including a hair and nail salon, fitness facilities, and staff offices. The maximum enclosed area, exclusive of any covered parking facilities, shall be 220,000 square feet. This facility shall comply with the development standards of the C-2 zoning district except as otherwise described herein.

F. Condominiums. This single structure, expected to be final element of the development, shall consist of a maximum of 40 attached, one and two-bedroom, single-family living units and an integrated parking structure for resident required spaces. The maximum enclosed area, exclusive of the

parking garage, shall be 100,000 square feet. The minimum living area of any single unit shall be 600 square feet. This facility shall comply with the development standards of the CR zoning district except as otherwise described herein.

2. Development Standards.

A. Streets.

i. All streets and driveways on the Property are private and shall be maintained by the property owner. There are no public streets on the Property.

ii. Paving width for the newly reconstructed Lakeshore Pointe (within an existing dedicated access easement) shall be a minimum of 24 feet wide and otherwise meeting the City of Lago Vista design standards and specifications.

iii. All fire lanes shall be a minimum of 24 feet wide and constructed in accordance with the City of Lago Vista design standards and specifications, but may include the use of prior-approved paving products such as "grasscrete" or "grassblock" if tested to meet or exceed the design capacity required by the applicable Travis County Emergency Services District.

B. Sidewalks. Sidewalks are not required anywhere on the property, including along Lakeshore Boulevard or Lakeshore Pointe (a private drive) except as otherwise required by the Americans with Disabilities Act. Other sidewalks shall be provided throughout the Property at the discretion of the owner.

C. Parking. Required off-street parking shall comply with the Lago Vista Zoning Ordinance except as described below:

i. A minimum of 120 surface parking spaces shall be constructed for Phase I. Parking spaces may consist of approved pavers such as "grasscrete" or "grassblock" but all driveways, lanes or other parking spaces within the surface parking lot shall meet the City of Lago Vista design standards and specifications. These spaces shall be deemed to satisfy the parking requirements for the wedding venues and as otherwise described herein.

ii. A minimum of 60 additional surface parking spaces shall be constructed for Phase II. Parking spaces may consist of approved pavers such as "grasscrete" or "grassblock" but all driveways, lanes or other parking spaces within the surface parking lot shall meet the City of Lago Vista design standards and specifications. These spaces shall be deemed to satisfy the parking requirements for the wedding venues, guest parking for the condominium units, and as otherwise described herein.

iii. Parking requirements for the Resort Hotel and Spa Complex (including all associated amenities or components) shall be calculated at a rate of one space for each hotel room. Sixty (60) percent of the surface parking spaces shall be assumed to be shared spaces available to meet the requirements of the Resort Hotel and Spa Complex. The remainder of the requirements shall be met by an enclosed parking garage included with the Resort Hotel and Spa Complex.

iv. Cove Villa parking shall consist of a minimum of 2 surface parking spaces for each living unit (not structure) adjacent to the unit or added to Phase I surface parking lot.

v. Lakeview Villa parking shall consist of a minimum of 2 spaces for each living unit (not structure). These spaces may be provided for in an adjacent detached garage, an adjacent attached garage, adjacent surface spaces, or spaces added to any other existing parking facility on the Property.

vi. Required parking for the condominium structure shall be provided for in an integrated parking garage with a minimum of 50 spaces on the lower levels of the structure. Required parking shall be calculated at a rate of one space for each one-bedroom unit and two spaces for each unit that includes two or more bedrooms.

D. Setbacks and Buffers.

i. The minimum setback along Lakeshore Boulevard shall be fifty (50) feet. No other buffer along Lakeshore Boulevard is required except as otherwise required by the landscaping provisions of the Lago Vista Zoning Ordinance.

ii. All other perimeter property lines shall include a fifty (50) foot buffer and setback in which no structure as defined by the Lago Vista Zoning Ordinance shall be allowed.

iii. When there is a service drive or any parking within that buffer, that paving shall be no closer than twenty (20) feet from the property line.

iv. Whenever there is an existing residence within twenty (20) feet of a adjoining property line, the owner shall construct a twelve-foot masonry wall (from original grade) along that property line as part of Phase I.

v. Also as part of Phase 1, the owner shall construct a masonry wall between its property and the properties to the northeast of the project as indicated on Amended Exhibit B. This masonry wall shall conform to the minimum City standards for a fence between commercial and non-commercial uses.

E. Signage. All signage shall be in accordance with the applicable requirements (including lighting) of the City of Lago Vista, except as described in the Signage Plan and standards included in **Exhibit "B"** (17) attached hereto.

F. Maximum Building Heights.

i. Resort Hotel and Spa Complex and Condominiums: These structures shall not exceed four (4) stories in height from the level of the fire lane at the front of the building. The maximum height of each structure shall be sixty-five (65) feet above grade, measured from the lowest adjacent paving elevation of the front driveway. Basements or below grade portions of these structures shall not be considered in determining the maximum height or included as a floor level in determining the number of stories.

ii. All Other Structures: No other structure shall exceed three (3) stories in height from the level of the fire lane or emergency access drive at the front of or adjacent to the building. The maximum height of each structure shall be forty-two (42) feet above grade, measured from the lowest adjacent paving elevation of the front or nearest adjacent driveway. Basements or below grade portions of these structures shall not be considered in determining the maximum height or included as a floor level in determining the number of stories. Venue A may include a basement that requires up to fifteen feet of cut and fill with a supporting geotechnical engineering report acceptable to City staff.

G. Temporary Sales and Construction Office. The owner shall be allowed to place one mobile or modular office for use as a temporary construction and sales office for a period not to exceed ten (10) months from the date of its installation. The mobile or modular office shall include bathroom facilities that will be used to meet that requirement during construction. The office may also include an attached temporary banner no greater than five (5) feet in height or fifteen (15) feet in length to serve as a project sign.

H. Tree Preservation. No later than the submittal of either the preliminary plat or the site development plan application, the owner shall provide a tree survey which identifies all hardwood trees on the parcel with a diameter of ten (10) inches or above, measured at forty (40) inches above grade. The owner shall plant new replacement trees for any trees removed with a diameter of between ten (10) and nineteen (19) inches, measured forty (40) inches above grade, matching the total quantity of caliper inches removed. For any trees removed that are greater than nineteen (19) inches in diameter, measured at forty (40) inches above grade, the total caliper inches of the replacement trees shall double the caliper inches of the removed trees. At the discretion of the owner, a fee in lieu of replacement may be paid to the City of Lago Vista for the planting of replacement trees on property owned by the City in accordance with the current scheduled at the time of the removal. No fee or replacement shall be required for any tree certified by an arborist as diseased or severely damaged. Replacement trees on the Property shall be located in accordance with an approved landscape plan. Nonmaterial movement of buildings. from the original site plan shall not require updated Tree Preservation planning or additional tree mitigation fees. The owner shall add two non-ornamental trees from the City's Preferred Tree ordinance (Section 20(k)) that are a minimum of twelve-feet

tall between the parking lot and screen wall to reduce the gap in trees in the area indicated on Amended Exhibit B. Exact placement and tree type and size to be approved administratively by City staff.

I. Impervious Cover. The impervious area covered by the principal and accessory structures, patios, parking areas and any other impervious cover of the ground shall comply with requirements of the Highland Lakes Watershed Ordinance and shall not exceed forty (40) percent of the gross site area. Exceptions or reductions to the impervious cover calculation, such as for porous paving, shall be permitted in accordance with the Highland Lakes Watershed Ordinance.

J. Exterior Lighting. All exterior lighting shall comply with the Article 3.800 of the City's Code of Ordinances.

K. Other Applicable Regulations. Design and construction shall comply with all applicable regulations of other agencies or jurisdictions, including but not limited to the American with Disabilities Act, the Texas Accessibility Standards, TCEQ and LCRA.

3. Traffic. The Developer shall submit to the City at the time of site development plan review a Traffic Impact Analysis for approval that includes any improvement or cost sharing required of the Developer to mitigate any adverse impact. With the express written approval of the City, specific required improvements and cost sharing may be attributed to a specific phase of the development.

4. The appropriate departments of the City, the Planning & Zoning Commission and the City Council hereby find and agree that this Ordinance and the project contemplated herein complies with and satisfies the requirements of Section 6.105, Section 10.20, and Section 13.20 of the Zoning Ordinance as well as the Comprehensive Master Plan of the City of Lago Vista. The City Council finds that this Ordinance serves as both a concept plan and a detail plan approval and that no additional detail plans are required by the Zoning Ordinance and thus the requirements of Section 10.20(e) have been met.

5. Land Use Plan. The depiction of the "Nature's Point Planned Development District" in **Exhibit "B"** is not intended to reflect the level of detail and finality associated with construction permit documents. Non-substantive changes which do not alter the basic relationship of the proposed development to adjacent property, which do not alter the uses permitted, increase the density, height, or impervious surface coverage of the site, which do not decrease the off-street parking ratio or reduce the required setbacks within the boundary of the site and which do not decrease any buffers shown on the approved detail plan shall be administratively authorized in writing by the Development Services Director. Conversely, substantive changes in the detail plan shall be considered in accordance with the requirements of Section 10 of the Zoning Ordinance.

Section 7. Repealer. The Zoning Ordinance and all other applicable portions of the Lago Vista Code of Ordinances are amended as required to incorporate the "Nature's Point Planned Development District" as described herein. Any portion of the Zoning Ordinance, Comprehensive Master Plan or any applicable ordinance in conflict with this Ordinance is hereby repealed or

amended to the extent of such conflict only.

Section 8. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 9. Penalty. Any person, firm or corporation violating any of the provisions or terms of this Ordinance or of the Code of Ordinances as amended hereby, shall be subject to the same penalty as provided for in the Code of Ordinances, Section 1.109 General Penalty for Violations of Code; Continuing Violations of the City of Lago Vista, and upon conviction shall be punished by a fine not to exceed Two Thousand Dollars ($2,000.00) for each offense.

Section 10. Publication Clause. The City Secretary of the City of Lago Vista is hereby directed to publish in the Official Newspaper of the City of Lago Vista the Caption, and Effective Date Clause of this Ordinance as required by Section 52.013 of the *Texas Local Government Code*.

Section 11. Effective Date. This Ordinance shall be in force and effect from and after its passage on the date shown below in accordance with the provisions of the *Texas Local Government Code* and the City's Charter.

Section 12. Change of Zoning Map. The City Manager is hereby authorized to and shall promptly note the zoning change on the official Zoning Map of the City of Lago Vista, Texas.

Section 13. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Texas Local Government Code.*

AND, IT IS SO ORDERED.
PASSED AND APPROVED this ____ day of _____, 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing ordinance was passed and approved.

EXHIBIT "A"

Legal Description

BEING a tract of land situated in the W.B. Corwin Survey, Abstract Number 2709, City of Lago Vista, Travis County, Texas and being all that tract of land conveyed to Lago Property Development, LP, according to the document filed of record in Document Number 2019185691 and Tract 2 – Lot 130-FS conveyed to KSW Holdings, LP, according to the document filed of record in Document Number 2016179507 Official Public Record, Travis County (O.P.R.T.C.) and being more particularly described as follows:

BEGINNING at a point for the southeast corner of said Lago tract;

THENCE North 68°04'51" West, a distance of 318.23 feet to a point for corner;

THENCE South 70°01'06" West, a distance of 35.55 feet to a point for corner;

THENCE South 57°46'26" West, a distance of 381.01 feet to a point for corner;

THENCE North 12°13'05" East, a distance of 204.99 feet to a point for corner;

THENCE North 2°50'01" East, a distance of 177.51 feet to a point for corner;

THENCE South 73°20'20" West, a distance of 10.16 feet to a point for corner;

THENCE North 12°55'16" West, a distance of 331.51 feet to a point for corner;

THENCE North 10°45'07" West, a distance of 325.95 feet to a point for corner;

THENCE North 71°39'28" East, a distance of 102.83 feet to a point for corner;

THENCE South 72°18'09" East, a distance of 3.75 feet to a point for corner;

THENCE North 85°34'27" East, a distance of 364.04 feet to a point at the beginning of a tangent curve to the left having a central angle of 58°46'58", a radius of 210.00 feet, a chord bearing and distance of North 56°10'57" East, 206.12 feet;

THENCE in a northeasterly direction, with said curve to the left, an arc distance of 215.45 feet to a point for corner;

THENCE South 26°47'25" West, a distance of 100.22 feet to a point for corner;

THENCE South 58°35'07" East, a distance of 653.69 feet to a point for corner;

THENCE South 61°10'45" West, a distance of 54.29 feet to a point for corner;

THENCE South 32°18'08" West, a distance of 52.70 feet to a point for corner;

THENCE South 12°37'41" West, a distance of 51.59 feet to a point for corner;

EXHIBIT "A"

Legal Description

THENCE South 56°46'36" West, a distance of 36.60 feet to a point for corner;

THENCE South 69°43'40" West, a distance of 73.06 feet to a point for corner;

THENCE South 20°28'27" West, a distance of 29.85 feet to a point for corner;

THENCE South 14°43'47" East, a distance of 59.02 feet to a point for corner;

THENCE South 1°44'53" West, a distance of 52.66 feet to a point for corner;

THENCE South 44°39'05" West, a distance of 81.17 feet to a point for corner;

THENCE South 65°13'26" West, a distance of 59.73 feet to a point for corner;

THENCE South 0°13'03" East, a distance of 38.35 feet to a point for corner;

THENCE South 6°13'22" West, a distance of 73.75 feet to a point for corner;

THENCE South 31°30'28" West, a distance of 195.70 feet to the **POINT OF BEGINNING** and containing 18.039 acres or 785,769 square feet of land, more or less.

EXHIBIT "A"

Legal Description

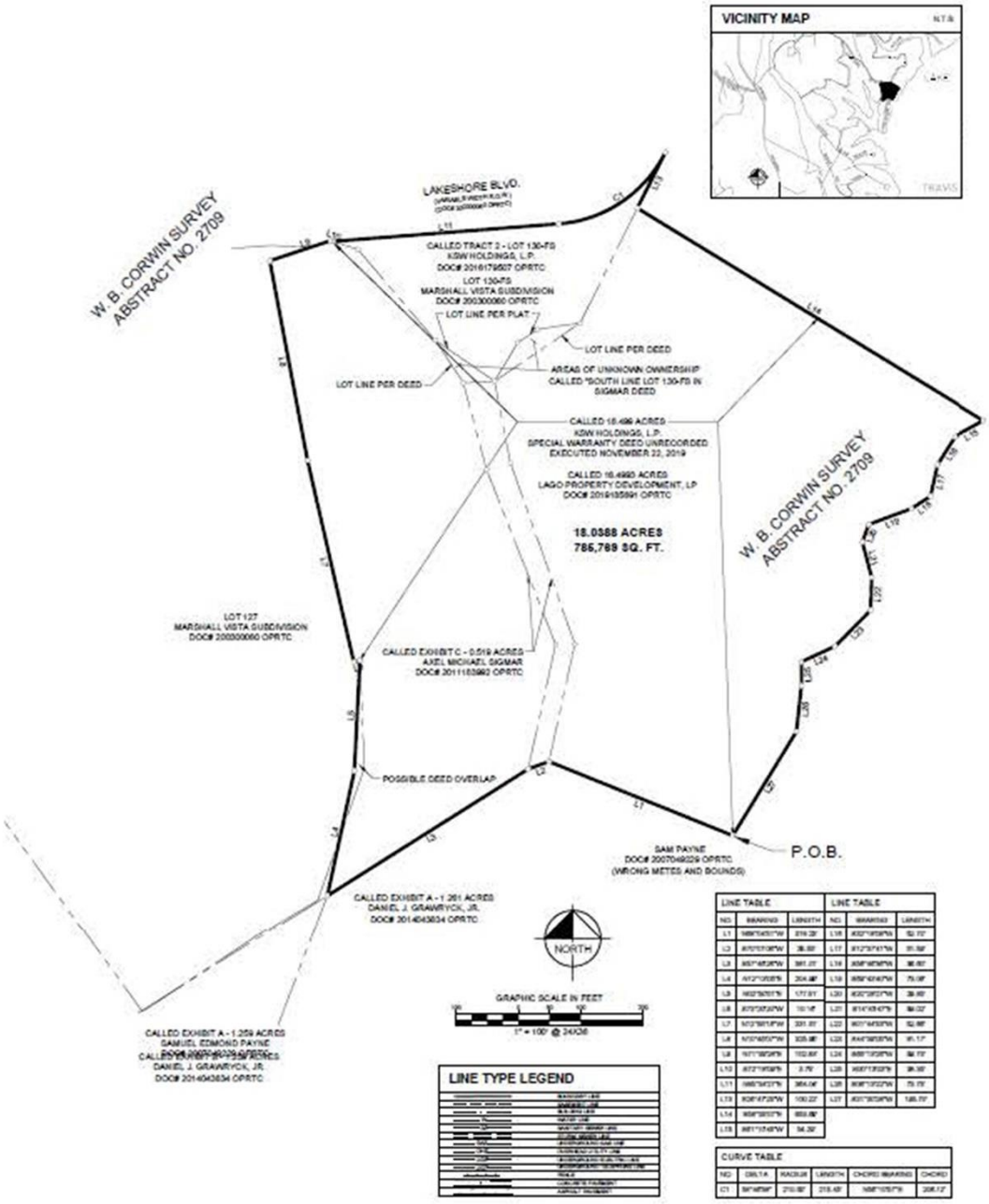


EXHIBIT "B"

Land Use Plan

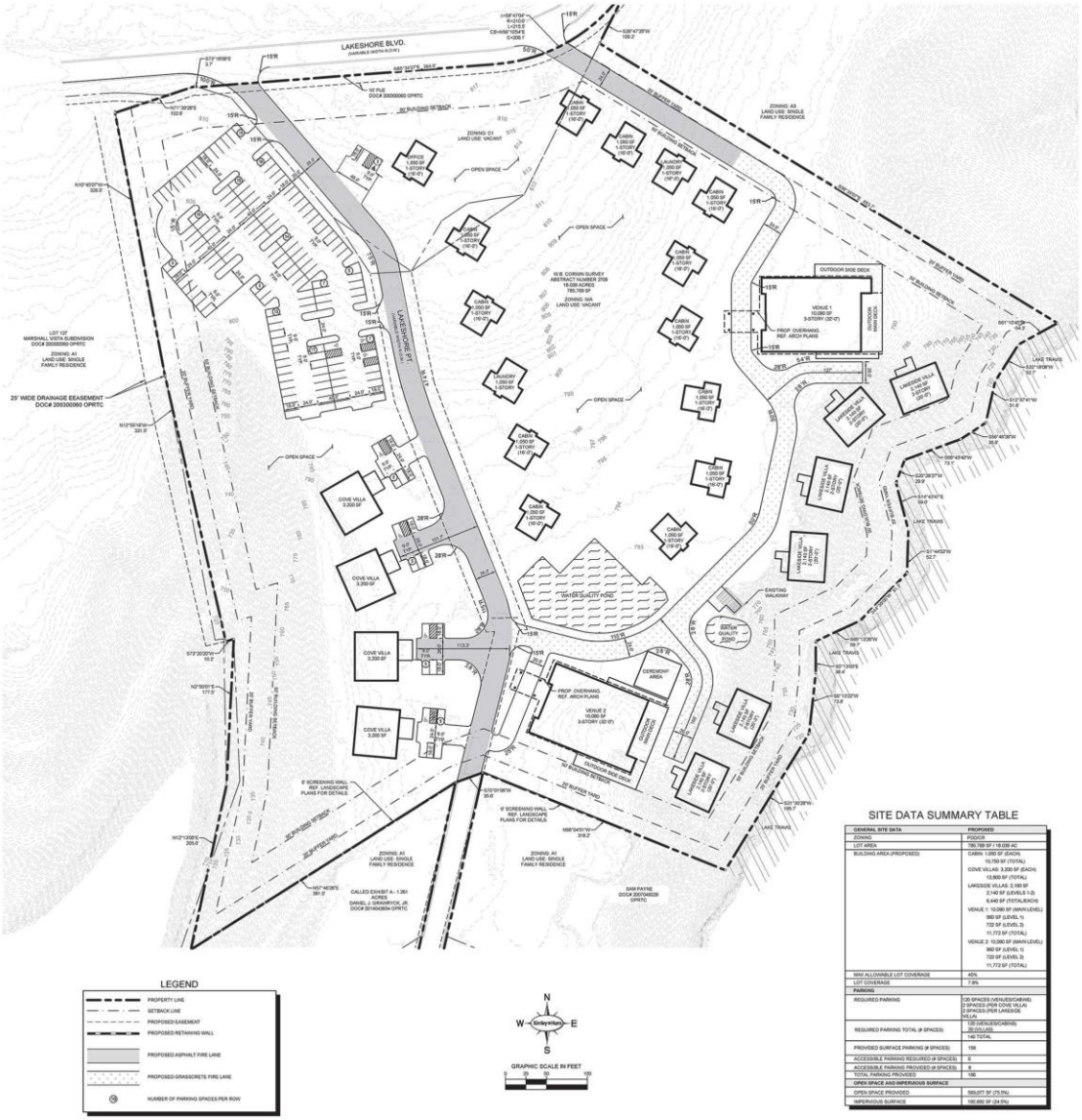
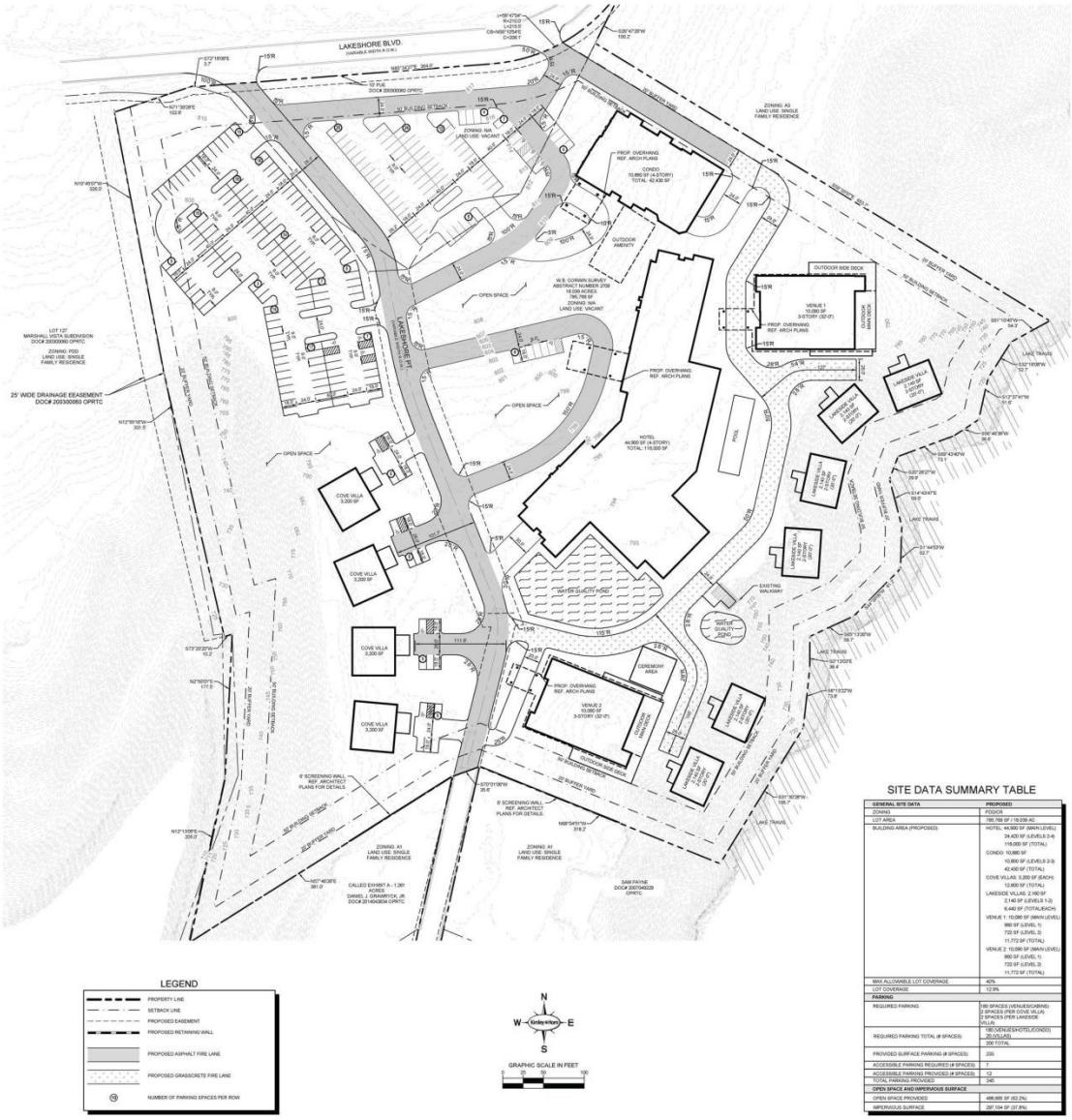

LAKESHORE BLVD.
LAKESHORE PT.
W.B. CORWIN SURVEY
ABSTRACT NUMBER 2159
18.026 ACRES
785,769 SF
ZONING: N/A
LAND USE: VACANT
ZONING: C1
LAND USE: VACANT
ZONING: A3
LAND USE: SINGLE FAMILY RESIDENCE
OPEN SPACE
OUTDOOR SIDE DECK
VENUE 1
10,000 SF
3-STORY (32'-0")
VENUE 2
10,000 SF
3-STORY (32'-0")
PROP. OVERHANG
REF. ARCH PLANS
CEREMONY AREA
WATER QUALITY POND
EXISTING WALKWAY
COVE VILLA
3,200 SF
CABIN
1,050 SF
1-STORY
(16'-0")
LAKESIDE VILLA
2,140 SF
2-STORY
(32

EXHIBIT "B"

Land Use Plan



Phase II

EXHIBIT "B"

Land Use Plan

Phase I
Landscape Plan

EXHIBIT "B"

Land Use Plan

Phase II
Landscape Plan

EXHIBIT "B"

Land Use Plan

Phase I
Tree Preservation Plan

EXHIBIT "B"

Land Use Plan

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE-STEMMED	STATUS	MITIGATION INCHES
5402	1	30	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
5403	2	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5404	3	24	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	40
5405	4	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5406	5	35	CEDAR	Cedrus ssp.	HEALTHY	MULTI	REMAIN	0
5407	6	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5408	7	26	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	52
5409	8	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5410	9	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5411	10	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5412	11	36	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	72
5413	12	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5414	13	21	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	42
5415	14	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	18
5416	15	23	CEDAR	Cedrus ssp.	HEALTHY	MULTI	REMOVE	46
5417	16	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5418	17	24	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	48
5419	18	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5420	19	15	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	15
5421	20	24	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	48
5422	21	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	18
5423	22	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	18
5424	23	27	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	54
5425	24	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5426	25	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5427	26	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
5428	27	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5429	28	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
5430	29	17	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
5431	30	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5432	31	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5433	32	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	18
5434	33	17	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	17
5435	34	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	16
5436	35	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5437	36	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	13
5438	37	11	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	11
5439	38	16	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	16
5440	39	12	OAK	Quercus ssp.	HEALTHY	SINGLE	REMAIN	0
5441	40	11	OAK	Quercus ssp.	HEALTHY	SINGLE	REMAIN	0
5442	41	10	OAK	Quercus ssp.	HEALTHY	SINGLE	REMAIN	0
5443	42	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5444	43	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5445	44	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
5446	45	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5447	46	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5448	47	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5449	48	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5450	49	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5451	50	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5452	51	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5453	52	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5454	53	12	OAK	Quercus ssp.	HEALTHY	MULTI	REMAIN	0
5455	54	35	CEDAR	Cedrus ssp.	HEALTHY	MULTI	REMAIN	0
5456	55	27	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5457	56	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5458	57	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5459	58	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5460	59	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5461	60	24	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	24
5462	61	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5463	62	13	OAK	Quercus ssp.	HEALTHY	MULTI	REMOVE	13
5464	63	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5465	64	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5466	65	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5467	66	26	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5468	67	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5469	68	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5470	69	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5471	70	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
5472	71	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5473	72	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
5474	73	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5475	74	22	POST OAK	Quercus stellata	HEALTHY	MULTI	REMOVE	22
5476	75	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5477	76	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5478	77	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5479	8	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5480	79	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5481	80	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5482	81	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5483	82	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5484	83	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5485	84	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5486	85	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
5487	86	19	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	38
5488	87	14	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	14
5489	88	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
5490	89	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5491	90	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5492	91	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5493	92	12	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	12
5494	93	15	OAK	Quercus ssp.	HEALTHY	SINGLE	REMOVE	15
5495	94	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5496	95	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5497	96	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5498	97	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5499	98	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE-STEMMED	STATUS	MITIGATION INCHES
5500	99	24	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5501	100	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5502	201	20	CEDAR	Cedrus ssp.	HEALTHY	MULTI	REMOVE	40
5503	202	10	OAK	Quercus ssp.	HEALTHY	SINGLE	REMOVE	10
5504	203	17	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	17
5505	204	14	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	14
5506	205	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5507	206	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5508	207	19	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5509	208	22	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5510	209	19	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5511	210	19	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5512	211	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5513	212	24	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5514	213	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5515	214	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5516	215	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5517	216	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	12
5518	217	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	13
5519	218	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5520	219	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	14
5521	220	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	16
5522	221	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	12
5523	222	15	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	15
5524	223	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	13
5525	224	15	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	15
5526	225	32	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	32
5527	226	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	18
5528	227	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	16
5529	228	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	13
5530	229	15	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	15
5531	230	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	18
5532	231	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	18
5533	232	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	12
5534	233	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5535	234	15	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	15
5536	235	31	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	31
5537	236	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	12
5538	237	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	12
5542	238	15	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5543	239	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5547	240	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5549	241	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5550	242	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5552	243	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5554	244	16	CHINABERRY	Melia azedarach	HEALTHY	SINGLE	REMAIN	0
5559	245	15	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5560	246	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5566	247	17	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5575	248	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5576	249	11	OAK	Quercus ssp.	HEALTHY	SINGLE	REMAIN	0
5579	250	12	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMAIN	0
5584	251	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	12
5585	252	11	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	11
5588	253	33	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	33
5589	254	26	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	26
5591	255	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5594	256	25	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	50
5595	257	29	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	58
5597	258	28	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	28
5598	259	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	16
5599	260	12	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMOVE	12
5600	261	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5601	262	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	16
5602	263	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5605	264	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5606	265	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5607	266	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5608	267	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5609	268	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5610	269	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
5611	270	31	OAK	Quercus ssp.	HEALTHY	MULTI	REMOVE	31
5612	271	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	14
5614	272	16	OAK	Quercus ssp.	HEALTHY	SINGLE	REMOVE	16
5615	274	11	OAK	Quercus ssp.	HEALTHY	SINGLE	REMOVE	11
5616	275	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5618	276	22	OAK	Quercus ssp.	HEALTHY	MULTI	REMAIN	0
5620	277	11	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5621	278	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5624	279	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5625	280	11	OAK	Quercus ssp.	HEALTHY	SINGLE	REMAIN	0
5626	281	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5630	282	11	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5633	283	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	18
5635	284	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5636	285	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5637	286	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5638	287	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	12
5639	288	17	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	17
5640	289	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	12
5641	438	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5642	439	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5643	440	19	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5644	441	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5645	442	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
5646	443	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5647	444	19	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	19
5648	445	13	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5649	446	11	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE-STEMMED	STATUS	MITIGATION INCHES
5650	447	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5651	448	10	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5652	449	13	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMAIN	0
5653	450	11	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMAIN	0
5654	451	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5655	452	12	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5656	453	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5657	454	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5658	455	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5659	456	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5660	457	10	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMAIN	0
5661	458	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5662	459	11	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5663	460	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5664	461	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5665	462	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5666	463	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5667	464	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5668	465	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5669	466	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5670	467	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5671	468	15	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5672	469	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
5673	470	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5674	471	10	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5675	472	11	ASH	Fraxinus ssp.	HEALTHY	SINGLE	REMAIN	0
5676	473	19	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5677	474	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5678	475	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5679	476	24	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMAIN	0
5680	477	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5681	478	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5682	479	21	RED OAK	Quercus rubra	HEALTHY	MULTI	REMAIN	0
5683	480	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5684	481	11	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5685	482	20	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5686	483	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5687	484	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5688	485	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5689	486	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5690	487	14	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5691	488	13	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMAIN	0
5692	489	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5693	490	17	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5694	491	19	RED OAK	Quercus rubra	HEALTHY	MULTI	REMAIN	0
5695	492	11	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5696	493	17	RED OAK	Quercus rubra	HEALTHY	MULTI	REMAIN	0
5697	494	11	HACKBERRY	Celtis occidentalis	HEALTHY	SINGLE	REMAIN	0
5698	495	21	RED OAK	Quercus rubra	HEALTHY	MULTI	REMAIN	0
5702	101	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5703	102	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5704	103	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5705	104	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5706	105	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5707	106	26	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5709	107	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5709	108	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5710	108	22	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMAIN	0
5711	110	14	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
5712	111	37	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	74
5713	12	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5714	113	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5715	114	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5716	115	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5717	116	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5718	117	28	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	56
5719	118	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	18
5720	119	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5721	120	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5722	121	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5723	122	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5724	123	22	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
5725	124	22	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	44
5726	125	21	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	42
5727	126	16	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	16
5728	127	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
5729	128	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
5730	129	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5731	130	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
5732	131	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
5733	132	17	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	17
5734	133	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5735	134	13	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMOVE	13
5736	135	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5737	136	16	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5738	137	12	CEDAR	Cedrus ssp.	HEALTHY	SINGLE	REMAIN	0
5739	138	26	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	26
5740	139	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
5741	140	18	LIVE OAK	Quercus virginiana	HEALTHY

EXHIBIT "B"

Land Use Plan

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE-STEMMED	STATUS	MITIGATION INCHES
6052	151	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6053	152	20	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6054	153	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6055	154	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6056	155	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6057	156	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6058	157	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6059	158	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6060	159	18.5	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMAIN	0
6061	160	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6062	161	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6063	162	13.5	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMAIN	0
6064	163	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6065	164	21	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	21
6066	165	15	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
6067	166	20	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
6068	167	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	14
6069	168	10	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	10
6070	169	12	POST OAK	*Quercus stellata*	HEALTHY	SINGLE	REMAIN	0
6071	170	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6072	171	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6073	172	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6074	173	10	ASH	*Fraxinus sp.*	HEALTHY	SINGLE	REMAIN	0
6075	174	16	HACKBERRY	*Celtis occidentalis*	HEALTHY	SINGLE	REMOVE	16
6076	175	25	ELM	*Ulmus sp.*	HEALTHY	SINGLE	REMOVE	59
6077	176	16	HACKBERRY	*Celtis occidentalis*	HEALTHY	MULTI	REMAIN	0
6078	177	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
6079	178	13	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	13
6080	179	16	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	16
6081	180	22	BRADFORD PEAR	*Pyrus calleryana*	HEALTHY	SINGLE	REMOVE	44
6082	181	19	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	19
6083	182	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6084	183	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6085	184	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	13
6086	185	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	11
6087	186	29	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMOVE	29
6088	187	22	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	22
6089	188	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	16
6090	189	17	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	17
6091	190	14	RED OAK	*Quercus rubra*	DEAD	SINGLE	REMOVE	0
6092	191	18	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMOVE	18
6093	192	17	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMOVE	17
6094	193	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	17
6095	194	24	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMAIN	0
6096	195	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6097	196	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6098	197	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6099	198	14	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
6100	199	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6101	200	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6102	290	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6103	291	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6104	292	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6105	293	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6106	294	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6107	295	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6108	296	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6109	297	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6110	298	20	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	40
6111	299	17	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	17
6112	300	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6115	401	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6117	402	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6118	403	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6119	404	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6120	405	12	CEDAR	*Cedrus sp.*	HEALTHY	SINGLE	REMOVE	12
6121	406	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6122	407	21	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	42
6123	408	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	38
6124	409	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	17
6125	410	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	16
6126	411	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	38
6127	412	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	13
6128	413	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6129	414	17	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMOVE	17
6130	415	21	CEDAR	*Cedrus sp.*	HEALTHY	SINGLE	REMOVE	42
6131	416	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	15
6132	417	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	38
6133	418	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6134	419	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6135	420	11	CEDAR	*Cedrus sp.*	HEALTHY	SINGLE	REMAIN	0
6136	421	24	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	48
6137	422	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6138	423	19	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	38
6139	424	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	13
6140	425	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	14
6141	426	16	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	16
6142	427	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6143	428	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	14
6144	429	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	13
6145	430	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6146	431	22	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	44
6147	432	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6175	433	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6176	434	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6177	435	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6178	436	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	15
6179	437	14	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	14
							TOTAL MITIGATION INCHES (PHASE 5)	3,483

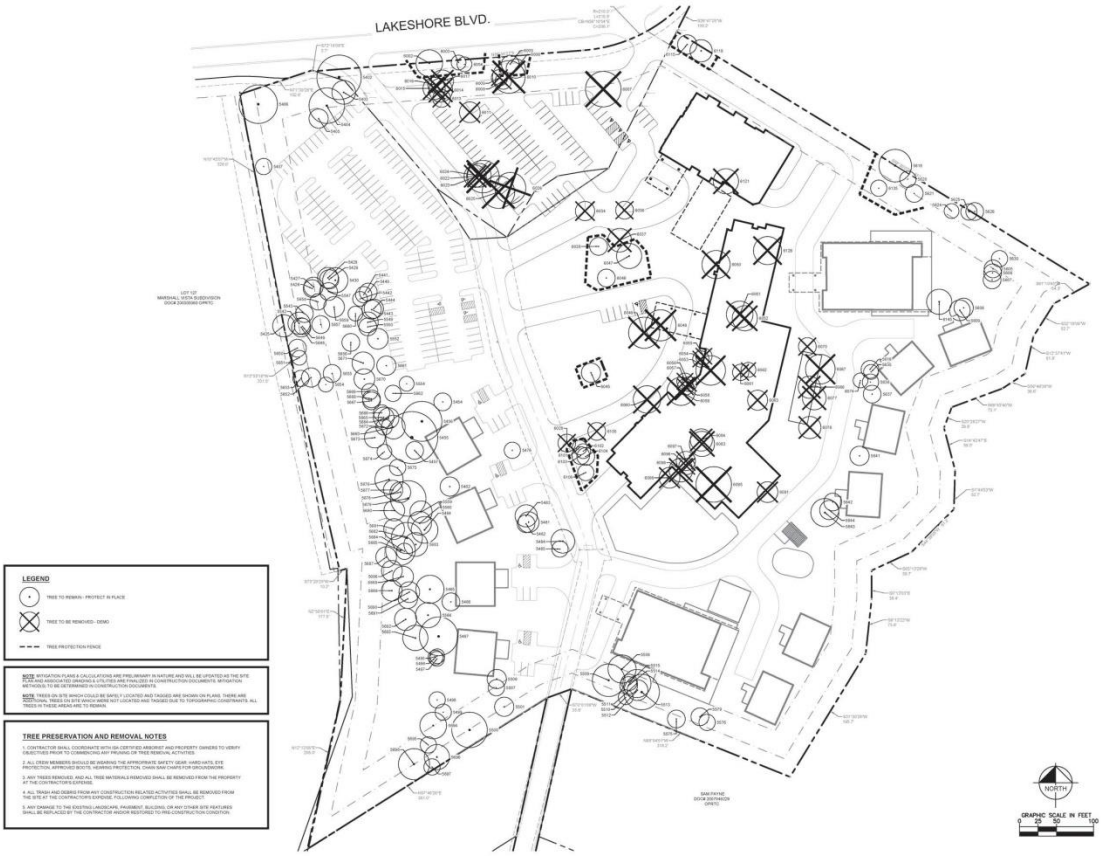
NOTE: MITIGATION PLANS & CALCULATIONS ARE PRELIMINARY IN NATURE AND WILL BE UPDATED AS THE SITE PLAN AND ASSOCIATED GRADING & UTILITIES ARE FINALIZED IN CONSTRUCTION DOCUMENTS. MITIGATION METHOD(S) TO BE DETERMINED IN CONSTRUCTION DOCUMENTS.

NOTE: ABOVE MITIGATION CALCULATIONS ARE BASED ON THE FOLLOWING: TREES WITHIN THE ALLOWABLE BUILDING AREA ARE TO BE MITIGATED FOR ON A 1:1 BASIS PER LAQD VISTA CODE (DENOTED IN YELLOW). TREES 12" OR GREATER BUT LESS THAN 19" SHALL BE MITIGATED FOR ON A 1:1 BASIS PER PD. TREES 19" OR GREATER SHALL BE MITIGATED FOR ON A 2:1 BASIS PER PD.

Phase I
Tree Preservation Table
(continued)

EXHIBIT "B"

Land Use Plan



Phase II
Tree Preservation Plan

EXHIBIT "B"

Land Use Plan

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE-STEMMED	STATUS	MITIGATION INCHES
5402	1	30	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMAIN	0
5403	2	16	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5404	3	24	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMAIN	0
5405	4	13	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5406	5	26	CEDAR	*Cedrus ssp.*	HEALTHY	MULTI	REMAIN	0
5407	6	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5425	24	15	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5426	25	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5427	26	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMAIN	0
5428	27	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5429	28	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMAIN	0
5430	29	17	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	MULTI	REMAIN	0
5440	39	12	OAK	*Quercus ssp.*	HEALTHY	SINGLE	REMAIN	0
5441	40	11	OAK	*Quercus ssp.*	HEALTHY	SINGLE	REMAIN	0
5442	41	19	OAK	*Quercus ssp.*	HEALTHY	SINGLE	REMAIN	0
5443	42	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5444	43	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5454	53	12	OAK	*Quercus ssp.*	HEALTHY	MULTI	REMAIN	0
5455	54	35	CEDAR	*Cedrus ssp.*	HEALTHY	MULTI	REMAIN	0
5456	55	27	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5457	56	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5462	61	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5464	63	18	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5465	64	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5466	65	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5467	66	26	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5476	75	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5481	80	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5482	81	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5483	82	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5484	83	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5485	84	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5495	94	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5496	95	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5497	96	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5498	97	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5499	98	11	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMAIN	0
5500	99	24	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5501	100	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5506	205	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5507	206	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5508	207	19	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5509	208	22	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5510	209	10	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5511	210	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5512	211	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5513	212	24	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5514	213	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5515	214	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5542	238	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5543	239	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5547	240	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5549	241	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5550	242	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5552	243	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5554	244	19	CHINABERRY	*Melia azedarach*	HEALTHY	SINGLE	REMAIN	0
5559	245	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5560	246	16	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5566	247	17	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5575	248	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5576	249	11	OAK	*Quercus ssp.*	HEALTHY	SINGLE	REMAIN	0
5579	250	12	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
5605	264	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5606	265	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5607	266	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5608	267	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5609	268	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5616	275	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5619	276	22	OAK	*Quercus ssp.*	HEALTHY	MULTI	REMAIN	0
5620	277	11	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5621	278	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5624	279	16	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5625	280	11	OAK	*Quercus ssp.*	HEALTHY	SINGLE	REMAIN	0
5626	281	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5630	282	11	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5635	284	10	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5636	285	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5637	286	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5641	438	13	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5642	439	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5643	440	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5644	441	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5648	445	13	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5649	446	11	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5650	447	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5651	448	10	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5652	449	13	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
5653	450	11	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
5654	451	19	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5655	452	12	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5656	453	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5657	454	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5658	455	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5659	456	14	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5660	457	16	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
5661	458	13	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5662	459	11	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5663	460	16	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5664	461	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5665	462	14	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5666	463	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
5667	464	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5668	465	12	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5669	466	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5670	467	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5671	468	15	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5672	469	11	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMAIN	0
5673	470	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5674	471	10	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5675	472	11	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
5676	473	19	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5677	474	13	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5678	475	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5679	476	24	CEDAR	*Cedrus ssp.*	HEALTHY	MULTI	REMAIN	0
5680	477	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5681	478	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5682	479	21	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMAIN	0
5683	480	16	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5684	481	11	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5685	482	20	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5686	483	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5687	484	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5688	485	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5689	486	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5690	487	14	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5691	488	13	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMAIN	0
5692	489	15	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5693	490	17	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
5694	491	18	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMAIN	0
5695	492	11	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMAIN	0
5696	493	17	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMAIN	0
5697	494	11	HACKBERRY	*Celtis occidentalis*	HEALTHY	SINGLE	REMAIN	0
5698	495	21	RED OAK	*Quercus rubra*	HEALTHY	MULTI	REMAIN	0
6002	101	18	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6003	102	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6004	103	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6005	104	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6006	105	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6007	106	24	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	48
6008	107	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6009	108	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6010	108	22	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	44
6011	110	14	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	14
6013	12	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	12
6014	113	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	16
6015	114	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6016	115	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6017	116	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6022	121	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6023	122	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	16
6024	123	22	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	44
6034	133	13	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMOVE	13
6036	135	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMOVE	12
6037	136	16	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMOVE	16
6038	137	12	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMOVE	0
6045	144	13	PINE	*Pinus ssp.*	HEALTHY	SINGLE	REMOVE	0
6046	145	12	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	0
6047	146	17	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMOVE	0
6048	147	21	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	21
6049	148	21	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	21
6050	149	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	19
6051	150	18	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	18
6052	151	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	17
6053	152	20	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	20
6054	153	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6055	154	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6056	155	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6057	156	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6058	157	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6059	158	19	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	19
6060	159	18.5	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	18.5
6061	160	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6062	161	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	10
6063	162	13.5	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	13.5
6066	165	15	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	15
6067	166	20	CEDAR ELM	*Ulmus crassifolia*	HEALTHY	SINGLE	REMOVE	40
6070	169	12	POST OAK	*Quercus stellata*	HEALTHY	SINGLE	REMOVE	12
6074	173	10	ASH	*Fraxinus ssp.*	HEALTHY	SINGLE	REMAIN	0
6077	176	16	HACKBERRY	*Celtis occidentalis*	HEALTHY	MULTI	REMOVE	16
6078	177	15	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	15
6083	182	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	17
6084	183	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	15
6095	194	24	LIVE OAK	*Quercus virginiana*	HEALTHY	MULTI	REMOVE	48
6096	195	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	11
6097	196	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	13
6098	197	16	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	16
6099	198	14	RED OAK	*Quercus rubra*	HEALTHY	SINGLE	REMOVE	14
6101	200	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6102	290	10	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6103	291	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6104	292	12	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6106	294	11	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6115	401	13	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6119	404	15	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
6121	406	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMOVE	17
6135	420	11	CEDAR	*Cedrus ssp.*	HEALTHY	SINGLE	REMAIN	0
6145	430	17	LIVE OAK	*Quercus virginiana*	HEALTHY	SINGLE	REMAIN	0
							TOTAL MITIGATION INCHES (PHASE 2)	804

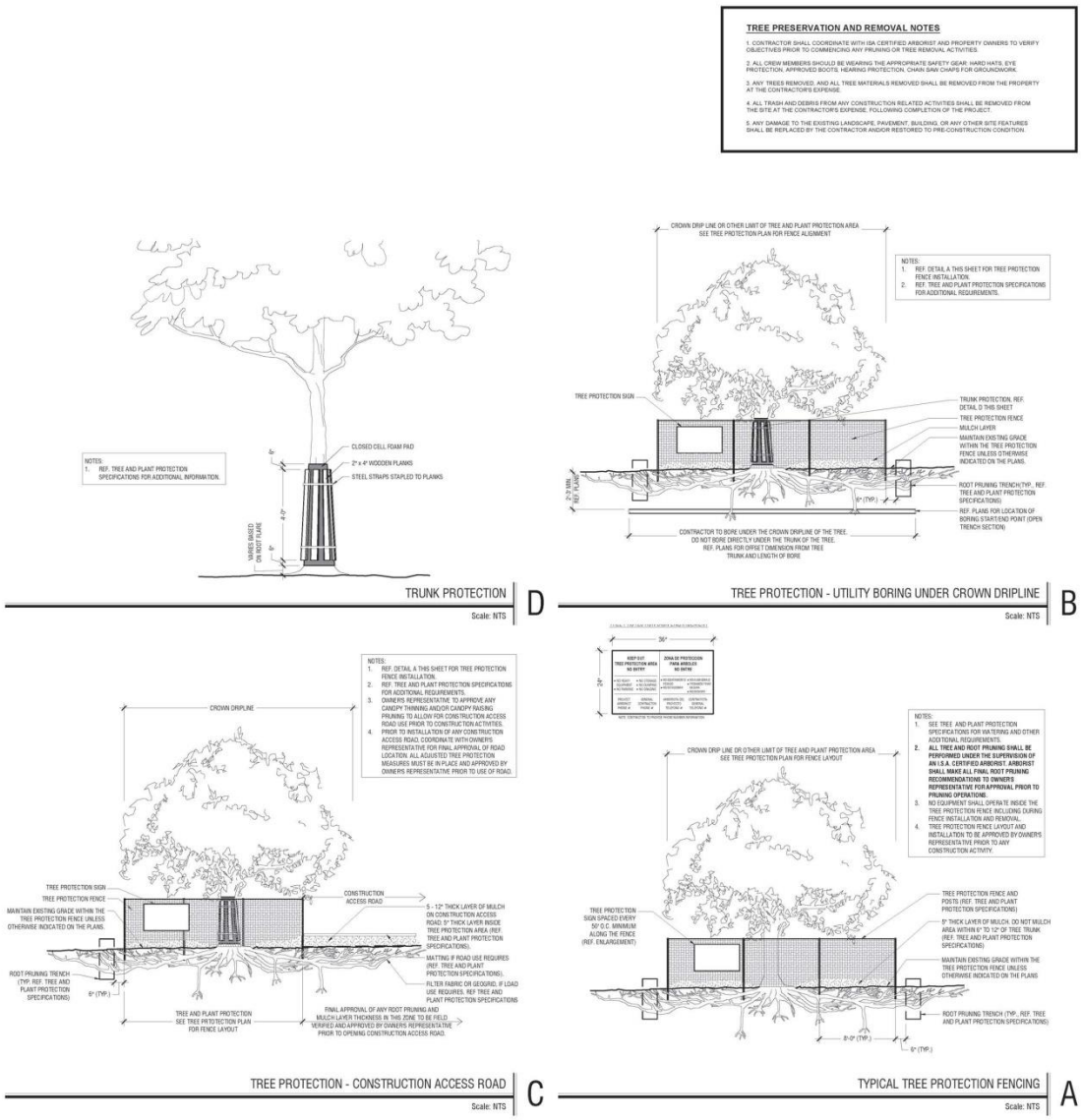
NOTE: MITIGATION PLANS & CALCULATIONS ARE PRELIMINARY IN NATURE AND WILL BE UPDATED AS THE SITE PLAN AND ASSOCIATED GRADING & UTILITIES ARE FINALIZED IN CONSTRUCTION DOCUMENTS. MITIGATION METHODS TO BE DETERMINED IN CONSTRUCTION DOCUMENTS.

NOTE: ABOVE MITIGATION CALCULATIONS ARE BASED ON THE FOLLOWING: TREES WITHIN THE ALLOWABLE BUILDING AREA ARE TO BE MITIGATED FOR ON A 1:1 BASIS PER LAZO VISTA CODE (DENOTED IN YELLOW). TREES 10" OR GREATER BUT LESS THAN 19" SHALL BE MITIGATED FOR ON A 1:1 BASIS PER PD. TREES 19" OR GREATER SHALL BE MITIGATED FOR ON A 2:1 BASIS PER PD.

Phase II
Tree Preservation Table

EXHIBIT "B"

Land Use Plan



Tree Preservation Details

EXHIBIT "B"

Land Use Plan

Hotel and Wedding Venue 2

Masonry Buffer at Existing Residences

EXHIBIT "B"

Land Use Plan

Hotel – Four Stories

Hotel Building Materials

Elevation	Material	SF	% of Total
EAST	Wood	1184	21%
	Stone	2843	50%
	Glass	1184	21%
	Metal	480	8%
	TOTAL	5691	
WEST	Wood	2896	42%
	Stone	3131	46%
	Glass	478	7%
	Metal	372	5%
	TOTAL	6877	
NORTH	Wood	4430	21%
	Stone	5992	28%
	Glass	8368	40%
	Metal	2392	11%
	TOTAL	21182	
SOUTH	Wood	4011	21%
	Stone	5064	27%
	Glass	8256	44%
	Metal	1425	8%
	TOTAL	18756	

<u>EXHIBIT "B"</u>

Land Use Plan

Wedding Venue – Three Stories

Condominiums – Four Stories

EXHIBIT "B"

Land Use Plan

Wedding Venue and Condominium Building Materials

WEDDING VENUE

Elevation	Material	SF	% of Total
EAST	Wood	252	13%
	Stone	1563	29%
	Glass	1705	32%
	Metal	1870	35%
	TOTAL	5390	
WEST	Wood	41	25%
	Stone	221	30%
	Glass	324	43%
	Metal	163	22%
	TOTAL	749	
NORTH	Wood	250	8%
	Stone	683	22%
	Glass	1858	60%
	Metal	290	9%
	TOTAL	3081	
SOUTH	Wood	745	33%
	Stone	602	27%
	Glass	416	19%
	Metal	465	21%
	TOTAL	2228	

CONDO

Elevation	Material
EAST	Wood
	Stone
	Glass
	Metal
	TOTAL
WEST	Wood
	Stone
	Glass
	Metal
	TOTAL
NORTH	Wood
	Stone
	Glass
	Metal
	TOTAL
SOUTH	Wood
	Stone
	Glass
	Metal
	TOTAL

EXHIBIT "B"

Land Use Plan

Cabin – One Story

Lakeside Villas – Two Stories

EXHIBIT "B"

Land Use Plan

Cabin and Lakeside Villa Building Materials

CABIN

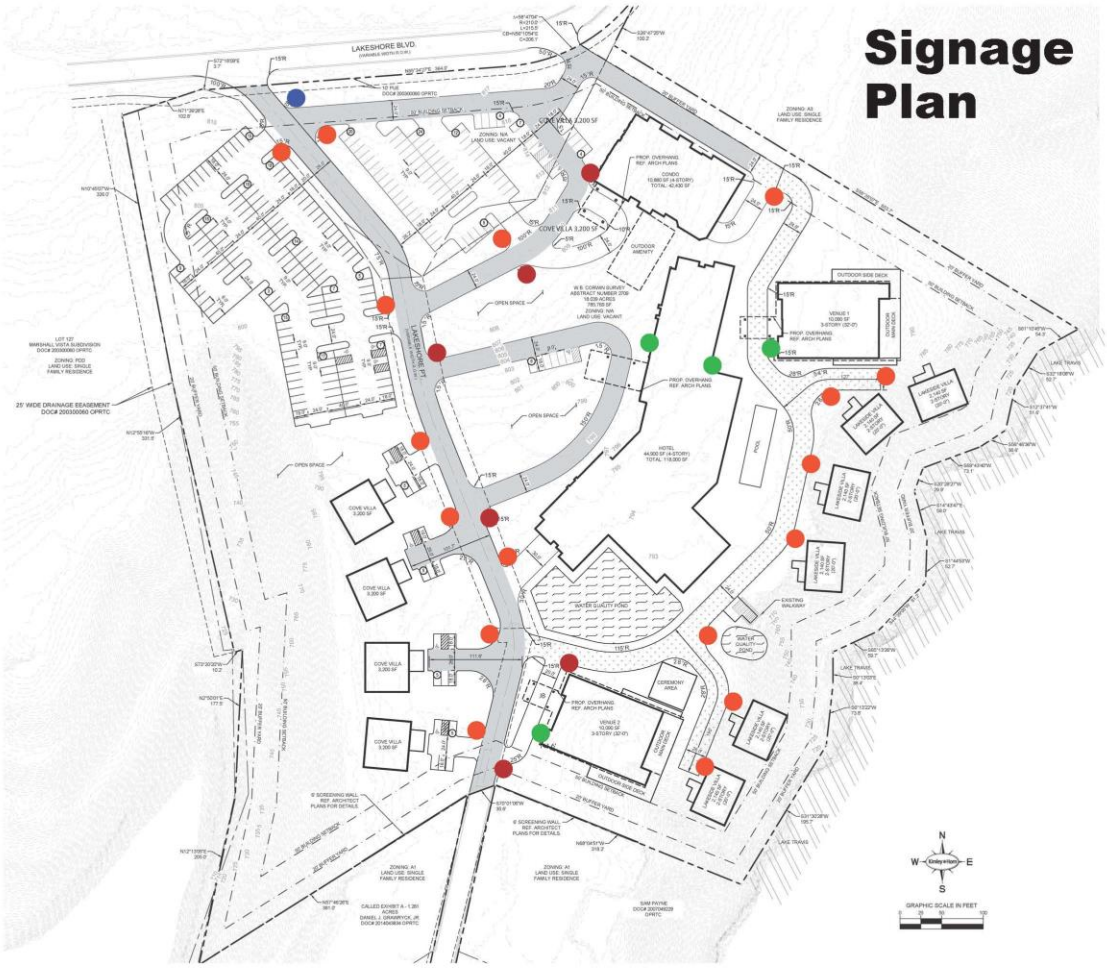
Elevation	Material	SF	% of Total
EAST	Wood	157	37%
	Glass	66	16%
	Metal	163	38%
	Stone	38	9%
	TOTAL	424	
WEST	Wood	157	37%
	Glass	66	16%
	Metal	163	38%
	Stone	38	9%
	TOTAL	424	
North	Wood	0	0%
	Glass	94	31%
	Metal	164	53%
	Stone	50	16%
	TOTAL	308	
South	Wood	204	48%
	Glass	171	40%
	Metal	0	0%
	Stone	50	12%
	TOTAL	425	

LAKESIDE VILLA

Elevation	Material	SF
EAST	Wood	41
	Stone	221
	Glass	324
	Metal	163
	TOTAL	749
WEST	Wood	41
	Stone	221
	Glass	324
	Metal	163
	TOTAL	749
NORTH	Wood	196
	Stone	0
	Glass	887
	Metal	0
	TOTAL	1083
SOUTH	Wood	0
	Stone	1133
	Glass	0
	Metal	0
	TOTAL	1133

EXHIBIT "B"

Land Use Plan



SITE DATA SUMMARY TABLE

GENERAL SITE DATA	PROPOSED
ZONING	PD/SCR
LOT AREA	795,768 SF / 18.038 AC
BUILDING AREA (PROPOSED)	HOTEL: 44,900 SF (MAIN LEVEL) 24,400 SF (LEVELS 2-4) 118,300 SF (TOTAL) CONDO: 10,960 SF 10,860 SF (LEVELS 2-3) 42,430 SF (TOTAL) COVE VILLAS: 3,200 SF (EACH) 12,800 SF (TOTAL) LAKESIDE VILLAS: 2,160 SF 2,140 SF (LEVELS 1-2) 6,440 SF (TOTAL/EACH) VENUE 1: 10,080 SF (MAIN LEVEL) 960 SF (LEVEL 1) 732 SF (LEVEL 2) 11,772 SF (TOTAL) VENUE 2: 10,080 SF (MAIN LEVEL) 960 SF (LEVEL 1) 732 SF (LEVEL 2) 11,772 SF (TOTAL)
MAX ALLOWABLE LOT COVERAGE	40%
LOT COVERAGE	12.9%
PARKING	
REQUIRED PARKING	180 SPACES (VENUES/CABINS) 2 SPACES (PER COVE VILLA) 0 SPACES (PER LAKESIDE VILLA) 1 PER 100 ft (EIGHTS/EL/CONDO) 20 DOLLARS
REQUIRED PARKING TOTAL (# SPACES)	200 TOTAL
PROVIDED SURFACE PARKING (# SPACES)	239
ACCESSIBLE PARKING REQUIRED (# SPACES)	7
ACCESSIBLE PARKING PROVIDED (# SPACES)	12
TOTAL PARKING PROVIDED	246
OPEN SPACE AND IMPERVIOUS SURFACE	
OPEN SPACE PROVIDED	488,685 SF (62.2%)
IMPERVIOUS SURFACE	297,104 SF (37.8%)

SIGN LEGEND

- FREE STANDING SIGN INDICATING STRUCTURE OR PARKING LOT AREA
- WAYFINDING SIGN
- WALL SIGN
- GATEWAY SIGN

LEGEND

- PROPERTY LINE
- SETBACK LINE
- PROPOSED EASEMENT
- PROPOSED RETAINING WALL
- PROPOSED ASPHALT FIRE LANE
- PROPOSED GRASSCRETE FIRE LANE
- NUMBER OF PARKING SPACES PER ROW

Proposed Signage: Narrative

Gateway signage is proposed at the entrance of the property. Freestanding gateway sign to be up to 100x the current ordinance size.

Building signage is proposed for the Hotel and Condo structures in Phase 2. These signs are to be up to 50% larger than the current size.

Building signage is proposed for the Cabin structures in Phase 1. These signs are to be up to 50% larger than the current size. These signs will be removed for Phase 2.

All other signage is proposed for wayfinding and directional purposes so guests have the ability to locate the various structures and parking.

Approximately 30-40 signs proposed to place along the property between Phase 1 and Phase 2.

This diagram subject to change with further site plan development.

ORDINANCE NO. 24-09-19-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, AMENDING THE OFFICIAL ZONING MAP BY CHANGING THE ZONING DISTRICT FOR THE PROPERTY LOCATED AT 18504, 18507, 18514 AND 18607 LAKESHORE POINTE, APPROXIMATELY 18.039 ACRES OF LAND IN THE W.B. CORWIN SURVEY, ABSTRACT NO. 2079, TRAVIS COUNTY, TEXAS, AND LOT 130-FS OF THE MARSHALL'S VISTA SUBDIVISION, FROM TR-1 ("TEMPORARY RESTRICTED") AND PDD ("PLANNED DEVELOPMENT DISTRICT") TO A PDD WITH DESIGN APPROVAL TO BE REFERRED TO AS THE "NATURE'S POINT PLANNED DEVELOPMENT DISTRICT;" AND PROVIDING FOR RELATED MATTERS.

WHEREAS, Lago Property Development, LP acting by and through Keith Walters, the owner of approximately 18.039 acres of land in the W.B. Corwin Survey, Abstract No. 2079, Travis County, Texas, and Lot 130-FS of the Marshall's Vista Subdivision, as more particularly described on the attached **Exhibit "A"** (described hereinafter as the "Property"), have requested that the Property be zoned as a PDD to be known as the "Nature's Point Planned Development District," and

WHEREAS, the Property currently resides within the corporate limits of the City of Lago Vista;

WHEREAS, the conceptual plan for the Property is set forth in this "Nature's Point PDD" Zoning Ordinance (the "Ordinance") and in **Exhibit "B"** attached hereto (the "Land Use Plan"), which identifies and designates various land uses for the Property as further described below; and

WHEREAS, property owner submitted an application amend certain aspects of the PDD; and

WHEREAS, after giving ten (10) days written notice to the owners of land in and within 200-feet of the area being rezoned, as well as having published notice to the public at least fifteen (15) days prior to the date of such hearings, the Planning and Zoning Commission and City Council each held separate public hearings on the proposed rezoning of the Property included in this Ordinance; and

WHEREAS, the Planning and Zoning Commission held a public hearing on August 22, 2024 at a special called meeting; and the City Council held a public hearing at its regular meeting on September 5, 2024; and

WHEREAS, the Planning and Zoning Commission unanimously recommended disapproval of the proposed amendments to the PDD; and

WHEREAS, the City Council considered the matter and postponed final action until its regular meeting on September 15, 2024 and designated a subcommittee consisting of two council

members and various city staff to meet with the owner's representative; and

WHEREAS, the subcommittee reported back at the September 15, 2024 meeting; and

WHEREAS, the City Council finds that there has been a substantial change in the circumstances of the Property, sufficient to warrant an amendment to the previously approved PDD zoning the Property; and

WHEREAS, the City, by and through its legislative discretion, has adopted a comprehensive plan for the City of Lago Vista, and having considered and reviewed such comprehensive plan, the City Council finds the PDD amendments approved herein are consistent with the comprehensive plan which shall not be interpreted as inconsistent with this rezoning; and

WHEREAS, the City desires that development within its corporate limits occur in an orderly manner in order to protect the health, safety, and welfare of its present and future citizens, protect property values and provide for the growth of the City's tax base; and

WHEREAS, the City desires to control the development standards for the Property, protect third party property owners in the City, and to ensure the benefits of planned development and an enhanced tax base that are achieved through rezoning the Property; and

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

WHEREAS, pursuant to Chapter 211 of the Texas Local Government Code, the City has the authority to zone and rezone property; and

WHEREAS, the City Council finds that it is necessary and proper for the good government, peace or order of the City of Lago Vista to adopt this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact. The Planning and Zoning Commission and City Council find that this Ordinance satisfies the requirements of Section 6.105, Section 10 and Section 13 of the City of Lago Vista Zoning Ordinance, codified under Ordinance No. 98-04-27-03, as amended (the "Zoning Code").

Section 2. Enactment. The Zoning Code and other applicable ordinances are hereby modified and amended by amending the PDD zoning the Property as set forth in Section 3.

Section 3. Amended Planned Development District. The Zoning Code is hereby amended by amending the current PDD zoning the Property being the 18.039 acre tract of land described on **Exhibit "A"** attached to this Ordinance, as a PDD zoning district. The Property is

hereby zoned as the "Amended Nature's Point Planned Development District" with the uses of individual land areas as set forth in this Ordinance.

Section 4. Amendment of Applicable Zoning Ordinances. The zoning requirements established in this Ordinance shall apply to the Property. The comprehensive zoning requirements of the Zoning Code and all other applicable ordinances, as they may be amended by this Ordinance, shall apply to the Property. Should any conflict appear between the requirements of the zoning and development ordinances of the City of Lago Vista as compared with the requirements for the Property set forth in this Ordinance, the requirements set forth in this Ordinance shall control.

Section 5. Phasing within the PDD. The Property shall be developed in no less than two phases in accordance with the Land Use Plan and as depicted in **Exhibit "B"** attached hereto and incorporated herein for all purposes. Developer has the discretion, to implement each of these phases sequentially rather than simultaneously in order to minimize disruptions to adjacent property and existing elements or operations of the development, within the parameters as described below.

1. Phase I shall consist of the following elements and uses, as described and located in **Exhibit "B"** (1) and Section 6 below:

   A. Wedding Venue 1 (a single facility);

   B. Wedding Venue 2 (a single facility);

   C. Lakeview Villas (a maximum of six separate structures);

   D. Cove Villas (a maximum of four separate structures); and

   E. Cabins (a maximum of fifteen separate temporary structures, to remain in use a maximum of five years from the issuance of a certificate of occupancy and removed prior to the construction of any Phase II elements).

2. Phase II shall consist of the following elements and uses, as described and located in **Exhibit "B"** (2) and Section 6 below:

   A. Resort Hotel and Spa Complex (a single facility will multiple components that may consist of multiple attached structures or detached amenities); and

   B. Condominiums (a single structure consisting of attached living units, not to be constructed prior to the Resort Hotel and Spa Complex).

Section 6. Zoning Requirements. The following use and site development requirements established herein shall apply to the Property:

1. Zoning. The use and development of the Property shall comply with the zoning requirements and development standards of the City of Lago Vista, except as specifically described below.

   A. Wedding Venue 1 and 2. Two event venue structures to accommodate religious or worship activities, weddings, or corporate office retreats. The

maximum enclosed area of Wedding Venue 1 shall be 14,000 square feet and the maximum enclosed area of Wedding Venue 2 shall be 15,000 square feet. Enclosed spaces are expected to include a large ballroom, a commercial or catering kitchen, a bar area, bridal and groom suites, an office, conference room and associated toilet facilities. These facilities shall comply with the development standards of the C-2 zoning district except as otherwise described herein.

B. Lakeview Villas. A maximum of six separate structures that will provide short-term lodging, prior to the construction of the hotel complex and later as a luxury extension of the hotel complex. Each structure will include a range of between two and rental units, with each rental unit including between two and four bedrooms. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

C. Cove Villas. A maximum of four separate structures that are intended to provide short-term lodging, but might eventually be available for sale to individuals, who may elect to elect to use them for longer term occupancies by themselves or others. Each structure will include a range of between two and rental units, with each rental unit including between two and four bedrooms. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

D. Cabins. These units shall be temporary, short-term rental accommodations to be used prior to the construction of the Resort Hotel and Spa Complex. Limited to a maximum of 15 separate structures, these structures will be removed from the Property in no less than five (5) years from the issuance of a certificate of occupancy. Each structure will consist of two rental units of no less than 450 square feet, although 750 square feet is the anticipated size. One of the units may be used as a rental office. These facilities shall comply with the development standards of the R-4 zoning district except as otherwise described herein.

E. Resort Hotel and Spa Complex. This single structure or series of attached structures is to serve as a resort lodging facility, with support and ancillary amenities to accommodate both wedding parties, wedding guests and potentially other short-term visitors to the area. A maximum of 150 guest rooms shall be allowed, each with a minimum area of 320 square feet. Anticipated amenities and support functions shall include, but not be limited to restaurants, wedding and hotel related retail services, a full-service spa including a hair and nail salon, fitness facilities, and staff offices. The maximum enclosed area, exclusive of any covered parking facilities, shall be 220,000 square feet. This facility shall comply with the development standards of the C-2 zoning district except as otherwise described herein.

F. Condominiums. This single structure, expected to be final element of the development, shall consist of a maximum of 40 attached, one and two-bedroom, single-family living units and an integrated parking structure for resident required spaces. The maximum enclosed area, exclusive of the

parking garage, shall be 100,000 square feet. The minimum living area of any single unit shall be 600 square feet. This facility shall comply with the development standards of the CR zoning district except as otherwise described herein.

2. Development Standards.

A. Streets.

i. All streets and driveways on the Property are private and shall be maintained by the property owner. There are no public streets on the Property.

ii. Paving width for the newly reconstructed Lakeshore Pointe (within an existing dedicated access easement) shall be a minimum of 24 feet wide and otherwise meeting the City of Lago Vista design standards and specifications.

iii. All fire lanes shall be a minimum of 24 feet wide and constructed in accordance with the City of Lago Vista design standards and specifications, but may include the use of prior-approved paving products such as "grasscrete" or "grassblock" if tested to meet or exceed the design capacity required by the applicable Travis County Emergency Services District.

B. Sidewalks. Sidewalks are not required anywhere on the property, including along Lakeshore Boulevard or Lakeshore Pointe (a private drive) except as otherwise required by the Americans with Disabilities Act. Other sidewalks shall be provided throughout the Property at the discretion of the owner.

C. Parking. Required off-street parking shall comply with the Lago Vista Zoning Ordinance except as described below:

i. A minimum of 120 surface parking spaces shall be constructed for Phase I. Parking spaces may consist of approved pavers such as "grasscrete" or "grassblock" but all driveways, lanes or other parking spaces within the surface parking lot shall meet the City of Lago Vista design standards and specifications. These spaces shall be deemed to satisfy the parking requirements for the wedding venues and as otherwise described herein.

ii. A minimum of 60 additional surface parking spaces shall be constructed for Phase II. Parking spaces may consist of approved pavers such as "grasscrete" or "grassblock" but all driveways, lanes or other parking spaces within the surface parking lot shall meet the City of Lago Vista design standards and specifications. These spaces shall be deemed to satisfy the parking requirements for the wedding venues, guest parking for the condominium units, and as otherwise described herein.

iii. Parking requirements for the Resort Hotel and Spa Complex (including all associated amenities or components) shall be calculated at a rate of one space for each hotel room. Sixty (60) percent of the surface parking spaces shall be assumed to be shared spaces available to meet the requirements of the Resort Hotel and Spa Complex. The remainder of the requirements shall be met by an enclosed parking garage included with the Resort Hotel and Spa Complex.

iv. Cove Villa parking shall consist of a minimum of 2 surface parking spaces for each living unit (not structure) adjacent to the unit or added to Phase I surface parking lot.

v. Lakeview Villa parking shall consist of a minimum of 2 spaces for each living unit (not structure). These spaces may be provided for in an adjacent detached garage, an adjacent attached garage, adjacent surface spaces, or spaces added to any other existing parking facility on the Property.

vi. Required parking for the condominium structure shall be provided for in an integrated parking garage with a minimum of 50 spaces on the lower levels of the structure. Required parking shall be calculated at a rate of one space for each one-bedroom unit and two spaces for each unit that includes two or more bedrooms.

D. Setbacks and Buffers.

i. The minimum setback along Lakeshore Boulevard shall be fifty (50) feet. No other buffer along Lakeshore Boulevard is required except as otherwise required by the landscaping provisions of the Lago Vista Zoning Ordinance.

ii. All other perimeter property lines shall include a fifty (50) foot buffer and setback in which no structure as defined by the Lago Vista Zoning Ordinance shall be allowed.

iii. When there is a service drive or any parking within that buffer, that paving shall be no closer than twenty (20) feet from the property line.

iv. Whenever there is an existing residence within twenty (20) feet of a adjoining property line, the owner shall construct a twelve-foot masonry wall (from original grade) along that property line as part of Phase I.

Deleted: six

v. Also as part of Phase 1, the owner shall construct a masonry wall between its property and the properties to the northeast of the project as indicated on Amended Exhibit B. This masonry wall shall conform to the minimum City standards for a fence between commercial and non-commercial uses.

E. Signage. All signage shall be in accordance with the applicable requirements (including lighting) of the City of Lago Vista, except as described in the Signage Plan and standards included in **Exhibit "B"** (17) attached hereto.

F. Maximum Building Heights.

i. Resort Hotel and Spa Complex and Condominiums: These structures shall not exceed four (4) stories in height from the level of the fire lane at the front of the building. The maximum height of each structure shall be sixty-five (65) feet above grade, measured from the lowest adjacent paving elevation of the front driveway. Basements or below grade portions of these structures shall not be considered in determining the maximum height or included as a floor level in determining the number of stories.

ii. All Other Structures: No other structure shall exceed three (3) stories in height from the level of the fire lane or emergency access drive at the front of or adjacent to the building. The maximum height of each structure shall be forty-two (42) feet above grade, measured from the lowest adjacent paving elevation of the front or nearest adjacent driveway. Basements or below grade portions of these structures shall not be considered in determining the maximum height or included as a floor level in determining the number of stories. Venue A may include a basement that requires up to fifteen feet of cut and fill with a supporting geotechnical engineering report acceptable to City staff.

Deleted: Structures may include basements with excavations up to 15 feet deep.

G. Temporary Sales and Construction Office. The owner shall be allowed to place one mobile or modular office for use as a temporary construction and sales office for a period not to exceed ten (10) months from the date of its installation. The mobile or modular office shall include bathroom facilities that will be used to meet that requirement during construction. The office may also include an attached temporary banner no greater than five (5) feet in height or fifteen (15) feet in length to serve as a project sign.

H. Tree Preservation. No later than the submittal of either the preliminary plat or the site development plan application, the owner shall provide a tree survey which identifies all hardwood trees on the parcel with a diameter of ten (10) inches or above, measured at forty (40) inches above grade. The owner shall plant new replacement trees for any trees removed with a diameter of between ten (10) and nineteen (19) inches, measured forty (40) inches above grade, matching the total quantity of caliper inches removed. For any trees removed that are greater than nineteen (19) inches in diameter, measured at forty (40) inches above grade, the total caliper inches of the replacement trees shall double the caliper inches of the removed trees. At the discretion of the owner, a fee in lieu of replacement may be paid to the City of Lago Vista for the planting of replacement trees on property owned by the City in accordance with the current scheduled at the time of the removal. No fee or replacement shall be required for any tree certified by an arborist as diseased or severely damaged. Replacement trees on the Property shall be located in accordance with an approved landscape plan. Nonmaterial movement of buildings. from the original site plan shall not require updated Tree Preservation planning or additional tree mitigation fees. The owner shall add two non-ornamental trees from the City's Preferred Tree ordinance (Section 20(k)) that are a minimum of twelve-feet

tall between the parking lot and screen wall to reduce the gap in trees in the area indicated on Amended Exhibit B. Exact placement and tree type and size to be approved administratively by City staff.

I. Impervious Cover. The impervious area covered by the principal and accessory structures, patios, parking areas and any other impervious cover of the ground shall comply with requirements of the Highland Lakes Watershed Ordinance and shall not exceed forty (40) percent of the gross site area. Exceptions or reductions to the impervious cover calculation, such as for porous paving, shall be permitted in accordance with the Highland Lakes Watershed Ordinance.

J. Exterior Lighting. All exterior lighting shall comply with the Article 3.800 of the City's Code of Ordinances.

K. Other Applicable Regulations. Design and construction shall comply with all applicable regulations of other agencies or jurisdictions, including but not limited to the American with Disabilities Act, the Texas Accessibility Standards, TCEQ and LCRA.

3. Traffic. The Developer shall submit to the City at the time of site development plan review a Traffic Impact Analysis for approval that includes any improvement or cost sharing required of the Developer to mitigate any adverse impact. With the express written approval of the City, specific required improvements and cost sharing may be attributed to a specific phase of the development.

4. The appropriate departments of the City, the Planning & Zoning Commission and the City Council hereby find and agree that this Ordinance and the project contemplated herein complies with and satisfies the requirements of Section 6.105, Section 10.20, and Section 13.20 of the Zoning Ordinance as well as the Comprehensive Master Plan of the City of Lago Vista. The City Council finds that this Ordinance serves as both a concept plan and a detail plan approval and that no additional detail plans are required by the Zoning Ordinance and thus the requirements of Section 10.20(e) have been met.

5. Land Use Plan. The depiction of the "Nature's Point Planned Development District" in **Exhibit "B"** is not intended to reflect the level of detail and finality associated with construction permit documents. Non-substantive changes which do not alter the basic relationship of the proposed development to adjacent property, which do not alter the uses permitted, increase the density, height, or impervious surface coverage of the site, which do not decrease the off-street parking ratio or reduce the required setbacks within the boundary of the site and which do not decrease any buffers shown on the approved detail plan shall be administratively authorized in writing by the Development Services Director. Conversely, substantive changes in the detail plan shall be considered in accordance with the requirements of Section 10 of the Zoning Ordinance.

Section 7. Repealer. The Zoning Ordinance and all other applicable portions of the Lago Vista Code of Ordinances are amended as required to incorporate the "Nature's Point Planned Development District" as described herein. Any portion of the Zoning Ordinance, Comprehensive Master Plan or any applicable ordinance in conflict with this Ordinance is hereby repealed or

amended to the extent of such conflict only.

Section 8. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 9. Penalty. Any person, firm or corporation violating any of the provisions or terms of this Ordinance or of the Code of Ordinances as amended hereby, shall be subject to the same penalty as provided for in the Code of Ordinances, Section 1.109 General Penalty for Violations of Code; Continuing Violations of the City of Lago Vista, and upon conviction shall be punished by a fine not to exceed Two Thousand Dollars ($2,000.00) for each offense.

Section 10. Publication Clause. The City Secretary of the City of Lago Vista is hereby directed to publish in the Official Newspaper of the City of Lago Vista the Caption, and Effective Date Clause of this Ordinance as required by Section 52.013 of the *Texas Local Government Code*.

Section 11. Effective Date. This Ordinance shall be in force and effect from and after its passage on the date shown below in accordance with the provisions of the *Texas Local Government Code* and the City's Charter.

Section 12. Change of Zoning Map. The City Manager is hereby authorized to and shall promptly note the zoning change on the official Zoning Map of the City of Lago Vista, Texas.

Section 13. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Texas Local Government Code.*

AND, IT IS SO ORDERED.
PASSED AND APPROVED this ____ day of _____, 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing ordinance was passed and approved.

EXHIBIT "A"

Legal Description

BEING a tract of land situated in the W.B. Corwin Survey, Abstract Number 2709, City of Lago Vista, Travis County, Texas and being all that tract of land conveyed to Lago Property Development, LP, according to the document filed of record in Document Number 2019185691 and Tract 2 – Lot 130-FS conveyed to KSW Holdings, LP, according to the document filed of record in Document Number 2016179507 Official Public Record, Travis County (O.P.R.T.C.) and being more particularly described as follows:

BEGINNING at a point for the southeast corner of said Lago tract;

THENCE North 68°04'51" West, a distance of 318.23 feet to a point for corner;

THENCE South 70°01'06" West, a distance of 35.55 feet to a point for corner;

THENCE South 57°46'26" West, a distance of 381.01 feet to a point for corner;

THENCE North 12°13'05" East, a distance of 204.99 feet to a point for corner;

THENCE North 2°50'01" East, a distance of 177.51 feet to a point for corner;

THENCE South 73°20'20" West, a distance of 10.16 feet to a point for corner;

THENCE North 12°55'16" West, a distance of 331.51 feet to a point for corner;

THENCE North 10°45'07" West, a distance of 325.95 feet to a point for corner;

THENCE North 71°39'28" East, a distance of 102.83 feet to a point for corner;

THENCE South 72°18'09" East, a distance of 3.75 feet to a point for corner;

THENCE North 85°34'27" East, a distance of 364.04 feet to a point at the beginning of a tangent curve to the left having a central angle of 58°46'58", a radius of 210.00 feet, a chord bearing and distance of North 56°10'57" East, 206.12 feet;

THENCE in a northeasterly direction, with said curve to the left, an arc distance of 215.45 feet to a point for corner;

THENCE South 26°47'25" West, a distance of 100.22 feet to a point for corner;

THENCE South 58°35'07" East, a distance of 653.69 feet to a point for corner;

THENCE South 61°10'45" West, a distance of 54.29 feet to a point for corner;

THENCE South 32°18'08" West, a distance of 52.70 feet to a point for corner;

THENCE South 12°37'41" West, a distance of 51.59 feet to a point for corner;

EXHIBIT "A"

Legal Description

THENCE South 56°46'36" West, a distance of 36.60 feet to a point for corner;

THENCE South 69°43'40" West, a distance of 73.06 feet to a point for corner;

THENCE South 20°28'27" West, a distance of 29.85 feet to a point for corner;

THENCE South 14°43'47" East, a distance of 59.02 feet to a point for corner;

THENCE South 1°44'53" West, a distance of 52.66 feet to a point for corner;

THENCE South 44°39'05" West, a distance of 81.17 feet to a point for corner;

THENCE South 65°13'26" West, a distance of 59.73 feet to a point for corner;

THENCE South 0°13'03" East, a distance of 38.35 feet to a point for corner;

THENCE South 6°13'22" West, a distance of 73.75 feet to a point for corner;

THENCE South 31°30'28" West, a distance of 195.70 feet to the **POINT OF BEGINNING** and containing 18.039 acres or 785,769 square feet of land, more or less.

EXHIBIT "A"

Legal Description

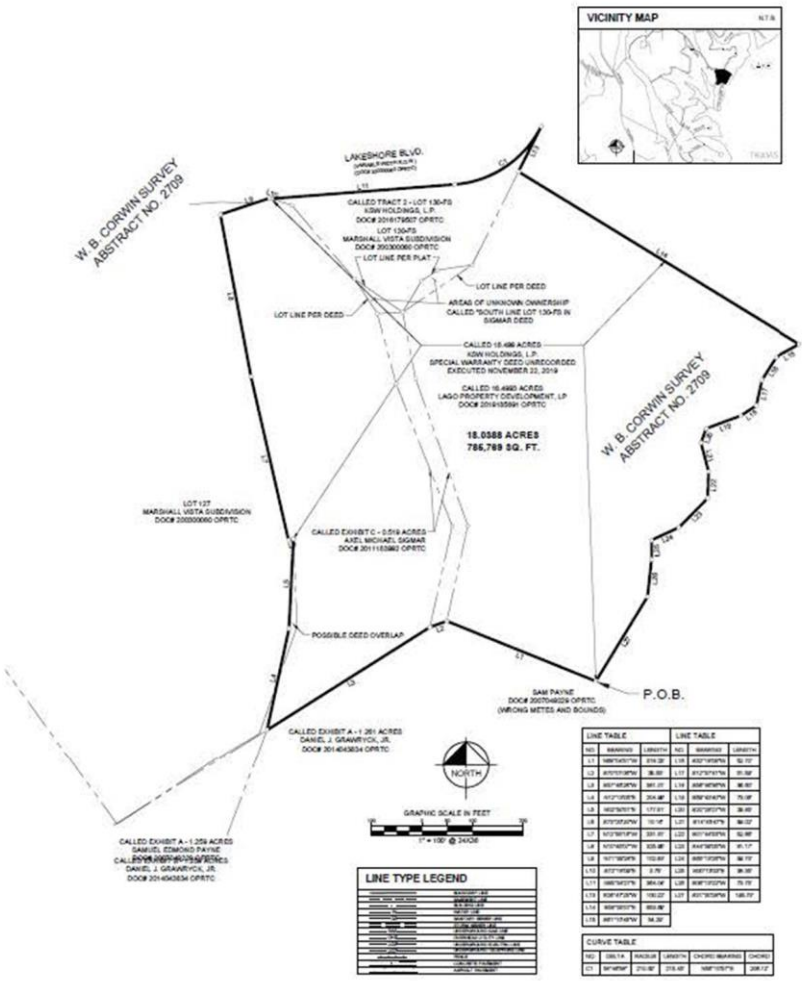
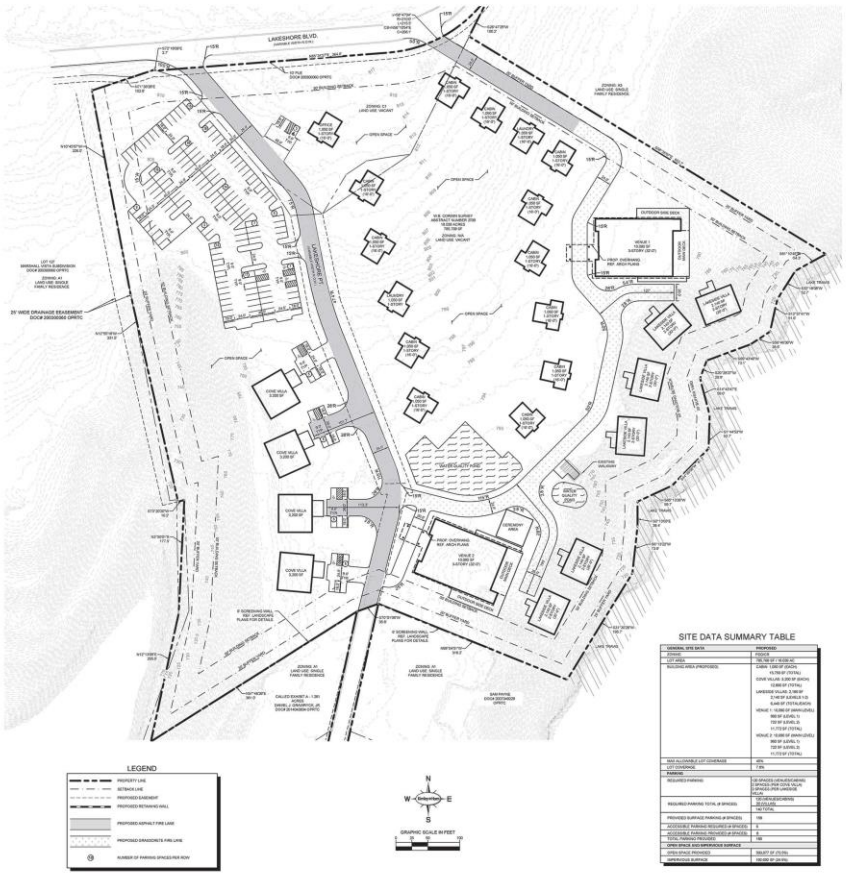


Exhibit "A" (3)

EXHIBIT "B"

Land Use Plan

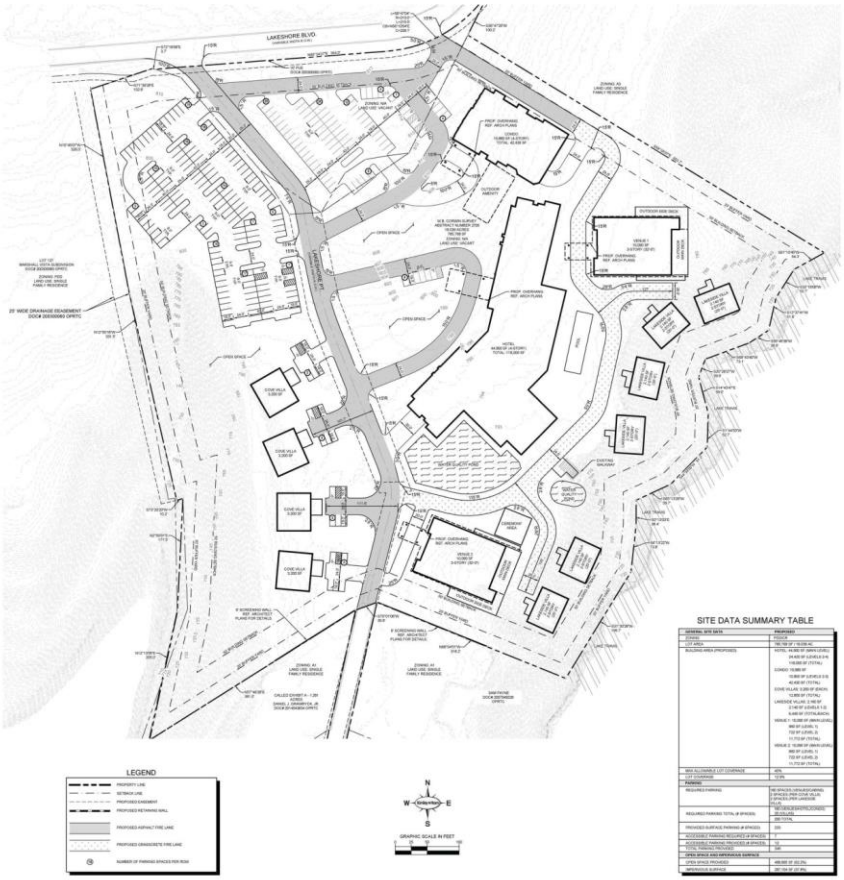


Phase I

Exhibit "B" (1)

EXHIBIT "B"

Land Use Plan



Phase II

Exhibit "B" (2)

EXHIBIT "B"

Land Use Plan

Phase I
Landscape Plan

Exhibit "B" (3)

EXHIBIT "B"

Land Use Plan

Phase II
Landscape Plan

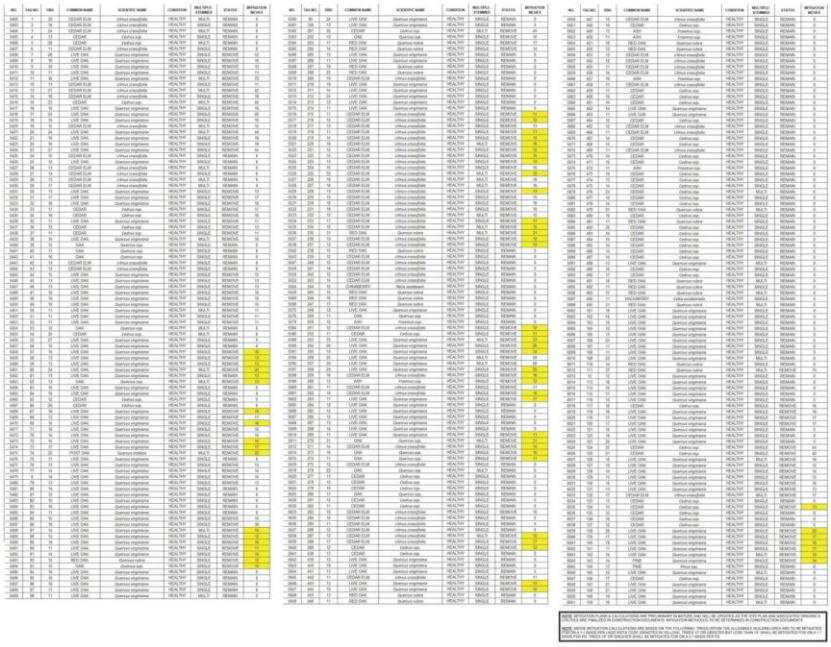
EXHIBIT "B"

Land Use Plan

Phase I
Tree Preservation Plan

EXHIBIT "B"

Land Use Plan



Phase I
Tree Preservation Table

Exhibit "B" (6)

EXHIBIT "B"

Land Use Plan

NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	MULTIPLE STEMMED	STATUS	MITIGATION INCHES
6852	151	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6853	152	20	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6854	153	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6855	154	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6856	155	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6857	156	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6858	157	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6859	158	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6860	159	30 G	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMAIN	0
6861	160	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6862	161	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6863	162	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6864	163	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
6865	164	21	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	21
6866	165	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
6867	166	20	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
6868	167	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	14
6869	168	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	16
6870	169	10	POST OAK	Quercus stellata	HEALTHY	SINGLE	REMAIN	0
6871	170	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6872	171	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
6873	172	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6874	173	16	ASH	Fraxinus spp.	HEALTHY	SINGLE	REMAIN	0
6875	174	10	HACKBERRY	Celtis occidentalis	HEALTHY	SINGLE	REMOVE	10
6876	175	10	ASH	Fraxinus spp.	HEALTHY	SINGLE	REMOVE	10
6877	176	10	HACKBERRY	Celtis occidentalis	HEALTHY	MULTI	REMAIN	0
6878	177	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
6879	178	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
6880	179	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	16
6881	180	22	BRADFORD PEAR	Pyrus calleryana	HEALTHY	SINGLE	REMOVE	44
6882	181	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	16
6883	182	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6884	183	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6885	184	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	13
6886	185	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	11
6887	186	26	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMOVE	26
6888	187	20	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	20
6889	188	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
6890	189	12	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	12
6891	190	14	RED OAK	Quercus rubra	DEAD	SINGLE	REMOVE	0
6892	191	16	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	16
6893	192	17	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	17
6894	193	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
6895	194	24	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMAIN	0
6896	195	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6897	196	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6898	197	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6899	198	14	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
6100	199	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6101	200	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6102	201	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6103	202	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6104	203	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6105	204	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6106	205	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
6107	206	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
6108	207	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
6109	208	20	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	40
6110	209	17	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	17
6111	210	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
6112	211	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6113	212	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6114	213	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6115	214	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6116	215	12	CEDAR	Ostrya spp.	HEALTHY	SINGLE	REMOVE	12
6117	216	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6118	217	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
6119	218	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6120	219	11	CEDAR	Ostrya spp.	HEALTHY	SINGLE	REMAIN	0
6121	220	21	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	21
6122	221	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6123	222	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6124	223	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6125	224	12	CEDAR	Ostrya spp.	HEALTHY	SINGLE	REMOVE	12
6126	225	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
6127	226	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6128	227	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
6129	228	17	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	17
6130	229	31	CEDAR	Ostrya spp.	HEALTHY	SINGLE	REMOVE	62
6131	230	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	16
6132	231	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
6133	232	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6134	233	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6135	234	11	CEDAR	Ostrya spp.	HEALTHY	SINGLE	REMAIN	0
6136	235	26	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	26
6137	236	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6138	237	16	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	16
6139	238	13	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	13
6140	239	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	14
6141	240	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	16
6142	241	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	14
6143	242	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
6144	243	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
6145	244	22	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	44
6146	245	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
6147	246	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	12
6148	247	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
6149	248	15	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	15
6150	249	15	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	15
6151	250	12	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	12
							TOTAL MITIGATION INCHES (PHASE 1):	2,485

NOTE: MITIGATION PLANS & CALCULATIONS ARE PRELIMINARY IN NATURE AND WILL BE UPDATED AS THE SITE PLAN AND ASSOCIATED DRAWING & SPECS ARE FINALIZED IN CONSTRUCTION DOCUMENTS. MITIGATION METHODS TO BE DETERMINED IN CONSTRUCTION DOCUMENTS.

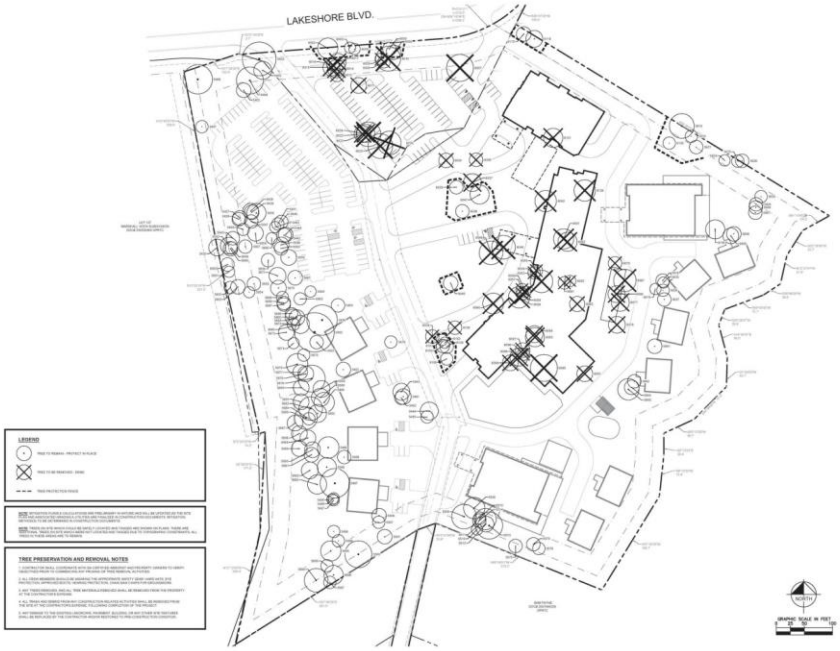
NOTE: ABOVE MITIGATION CALCULATIONS ARE BASED ON THE FOLLOWING: TREES WITHIN THE ALLOWABLE BUILDING AREA ARE TO BE MITIGATED AT 1:1 RATIO PER PO. TREES WITHIN THE ROW ARE TO BE MITIGATED AT 2:1 RATIO PER REF: ESD TRMM 17 (ROW TREES WILL BE MITIGATED FOR ON-LY THOSE PER PO. TREES 11" OR GREATER SHALL BE MITIGATED FOR ON-S-1 BASIS PER PO.

Phase I
Tree Preservation Table
(continued)

Exhibit "B" (7)

EXHIBIT "B"

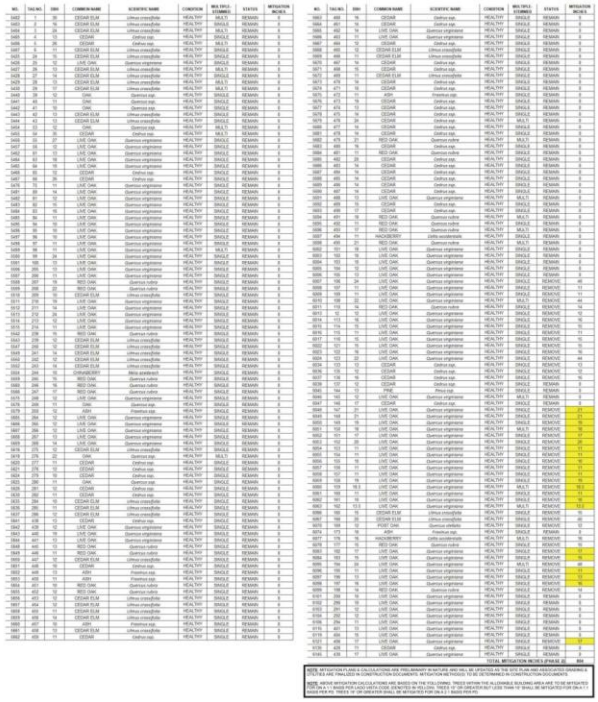
Land Use Plan



Phase II
Tree Preservation Plan

EXHIBIT "B"

Land Use Plan



NO.	TAG NO.	DBH	COMMON NAME	SCIENTIFIC NAME	CONDITION	REQ TREE STEMMED	STATUS	MITIGATION INCHES
0462	460	30	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
0463	2	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0464	3	24	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
0465	4	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMAIN	0
0466	5	26	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMAIN	0
0467	6	11	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0468	28	16	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0469	29	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0470	30	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0471	34	14	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0472	35	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
0473	36	10	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
0474	39	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	MULTI	REMAIN	0
0475	40	12	OAK	Quercus sp.	HEALTHY	SINGLE	REMAIN	0
0476	41	10	OAK	Quercus sp.	HEALTHY	SINGLE	REMAIN	0
0477	42	10	OAK	Quercus sp.	HEALTHY	SINGLE	REMAIN	0
0478	43	13	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0479	44	12	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0480	52	12	OAK	Quercus sp.	HEALTHY	MULTI	REMAIN	0
0481	54	26	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMAIN	0
0482	55	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0483	56	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0484	57	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0485	58	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0486	59	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0487	60	26	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMAIN	0
0488	70	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0489	80	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0490	81	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0491	82	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0492	83	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0493	84	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0494	85	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0495	86	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0496	87	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0497	88	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0498	89	24	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0499	90	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0500	91	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0501	92	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0502	93	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0503	94	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0504	95	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0505	96	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0506	97	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0507	98	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0508	99	22	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
0509	100	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMAIN	0
0510	101	18	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMAIN	0
0511	110	18	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0512	111	14	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0513	112	26	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0514	113	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0515	114	12	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0516	115	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0517	116	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0518	117	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0519	118	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0520	119	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0521	120	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0522	121	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0523	122	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMAIN	0
0524	123	22	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	44
0525	124	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	12
0526	125	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	12
0527	126	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0528	127	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0529	128	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0530	129	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0531	130	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0532	131	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0533	132	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0534	133	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0535	134	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0536	135	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0537	136	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0538	137	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0539	138	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0540	139	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0541	140	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0542	141	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0543	142	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0544	143	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0545	144	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0546	145	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0547	146	17	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0548	147	21	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	21
0549	148	21	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	21
0550	149	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
0551	150	18	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	18
0552	151	17	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	17
0553	152	20	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	20
0554	153	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0555	154	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0556	155	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0557	156	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0558	157	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0559	158	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0560	159	18.5	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	18.5
0561	160	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0562	161	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0563	162	13.5	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	13.5
0564	163	10	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	10
0565	164	20	CEDAR ELM	Ulmus crassifolia	HEALTHY	SINGLE	REMOVE	20
0566	165	12	POST OAK	Quercus stellata	HEALTHY	SINGLE	REMOVE	12
0567	166	8	ASH	Fraxinus sp.	HEALTHY	SINGLE	REMOVE	8
0568	167	16	MAGNOLIA	Magnolia grandiflora	HEALTHY	MULTI	REMOVE	16
0569	168	12	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	12
0570	169	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0571	170	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
0572	171	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
0573	172	11	ASH	Fraxinus sp.	HEALTHY	SINGLE	REMOVE	11
0574	173	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0575	174	24	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMOVE	24
0576	175	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0577	176	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	12
0578	177	24	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMOVE	24
0579	178	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0580	179	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0581	180	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0582	181	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0583	182	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0584	183	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0585	184	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0586	185	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0587	186	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	10
0588	187	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0589	188	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	16
0590	189	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	16
0591	190	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0592	191	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0593	192	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0594	193	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0595	194	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0596	195	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0597	196	10	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	10
0598	197	16	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	16
0599	198	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	16
0600	199	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0601	200	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0602	201	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0603	202	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0604	203	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0605	204	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0606	205	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0607	206	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0608	207	11	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	11
0609	208	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0610	209	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0611	210	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0612	211	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0613	212	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0614	213	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0615	214	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0616	215	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0617	216	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0618	217	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0619	218	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0620	219	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0621	220	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0622	221	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0623	222	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	10
0624	223	22	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	44
0625	224	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	12
0626	225	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	12
0627	226	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	16
0628	227	12	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0629	228	10	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0630	229	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0631	230	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0632	231	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0633	232	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0634	233	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0635	234	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0636	235	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0637	236	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0638	237	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0639	238	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0640	239	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0641	240	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0642	241	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0643	242	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0644	243	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0645	244	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0646	245	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0647	246	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0648	247	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0649	248	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0650	249	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0651	250	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0652	251	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0653	252	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0654	253	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0655	254	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0656	255	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0657	256	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0658	257	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0659	258	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0660	259	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0661	260	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0662	261	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0663	262	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0664	263	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0665	264	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0666	265	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0667	266	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0668	267	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0669	268	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0670	269	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0671	270	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0672	271	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0673	272	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0674	273	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0675	274	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0676	275	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0677	276	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0678	277	10	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0679	278	24	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMOVE	0
0680	279	16	CEDAR	Cedrus sp.	HEALTHY	MULTI	REMOVE	0
0681	280	14	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0682	281	21	RED OAK	Quercus rubra	HEALTHY	MULTI	REMOVE	0
0683	282	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0684	283	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0685	284	20	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0686	285	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0687	286	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0688	287	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0689	288	14	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0690	289	14	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0691	290	14	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0692	291	13	LIVE OAK	Quercus virginiana	HEALTHY	MULTI	REMOVE	0
0693	292	17	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0694	293	18	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0695	294	18	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0696	295	17	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0697	296	13	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0698	297	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0699	298	16	CEDAR	Cedrus sp.	HEALTHY	SINGLE	REMOVE	0
0700	299	16	RED OAK	Quercus rubra	HEALTHY	SINGLE	REMOVE	0
0701	300	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0702	301	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0703	302	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0704	303	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0705	304	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0706	305	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0707	306	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0708	307	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0709	308	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0710	309	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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0713	312	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0714	313	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0715	314	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0716	315	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0717	316	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0718	317	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0719	318	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0720	319	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0721	320	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0722	321	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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0726	325	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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0731	330	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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0733	332	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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0746	345	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
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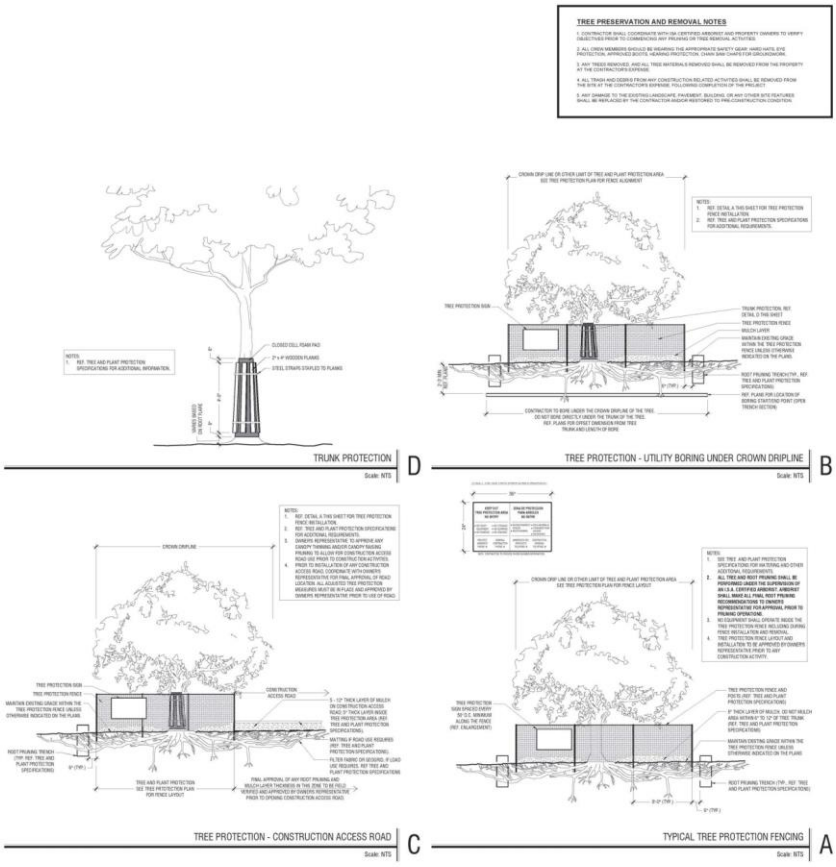
0751	350	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0752	351	10	LIVE OAK	Quercus virginiana	HEALTHY	SINGLE	REMOVE	0
0753	352	10	LIVE OAK	Quercus vir

EXHIBIT "B"

Land Use Plan



Tree Preservation Details

EXHIBIT "B"

Land Use Plan

Hotel and Wedding Venue 2

Masonry Buffer at Existing Residences

EXHIBIT "B"

Land Use Plan

Hotel – Four Stories

Hotel Building Materials

Elevation	Material	SF	% of Total
EAST	Wood	1184	21%
	Stone	2843	50%
	Glass	1184	21%
	Metal	480	8%
	TOTAL	5691	
WEST	Wood	2896	42%
	Stone	3131	46%
	Glass	478	7%
	Metal	372	5%
	TOTAL	6877	
NORTH	Wood	4430	21%
	Stone	5992	28%
	Glass	8368	40%
	Metal	2392	11%
	TOTAL	21182	
SOUTH	Wood	4011	21%
	Stone	5064	27%
	Glass	8256	44%
	Metal	1425	8%
	TOTAL	18756	

<u>EXHIBIT "B"</u>

Land Use Plan

Wedding Venue – Three Stories

Condominiums – Four Stories

EXHIBIT "B"

Land Use Plan

Wedding Venue and Condominium Building Materials

WEDDING VENUE

Elevation	Material	SF	% of Total
EAST	Wood	252	13%
	Stone	1563	29%
	Glass	1705	32%
	Metal	1870	35%
	TOTAL	5390	
WEST	Wood	41	25%
	Stone	221	30%
	Glass	324	43%
	Metal	163	22%
	TOTAL	749	
NORTH	Wood	250	8%
	Stone	683	22%
	Glass	1858	60%
	Metal	290	9%
	TOTAL	3081	
SOUTH	Wood	745	33%
	Stone	602	27%
	Glass	416	19%
	Metal	465	21%
	TOTAL	2228	

CONDO

Elevation	Material
EAST	Wood
	Stone
	Glass
	Metal
	TOTAL
WEST	Wood
	Stone
	Glass
	Metal
	TOTAL
NORTH	Wood
	Stone
	Glass
	Metal
	TOTAL
SOUTH	Wood
	Stone
	Glass
	Metal
	TOTAL

<u>EXHIBIT "B"</u>

Land Use Plan

Cabin – One Story

Lakeside Villas – Two Stories

EXHIBIT "B"

Land Use Plan

Cabin and Lakeside Villa Building Materials

CABIN

Elevation	Material	SF	% of Total
EAST	Wood	157	37%
	Glass	66	16%
	Metal	163	38%
	Stone	38	9%
	TOTAL	424	
WEST	Wood	157	37%
	Glass	66	16%
	Metal	163	38%
	Stone	38	9%
	TOTAL	424	
North	Wood	0	0%
	Glass	94	31%
	Metal	164	53%
	Stone	50	16%
	TOTAL	308	
South	Wood	204	48%
	Glass	171	40%
	Metal	0	0%
	Stone	50	12%
	TOTAL	425	

LAKESIDE VILLA

Elevation	Material	SF
EAST	Wood	41
	Stone	221
	Glass	324
	Metal	163
	TOTAL	749
WEST	Wood	41
	Stone	221
	Glass	324
	Metal	163
	TOTAL	749
NORTH	Wood	196
	Stone	0
	Glass	887
	Metal	0
	TOTAL	1083
SOUTH	Wood	0
	Stone	1133
	Glass	0
	Metal	0
	TOTAL	1133

EXHIBIT "B"

Land Use Plan

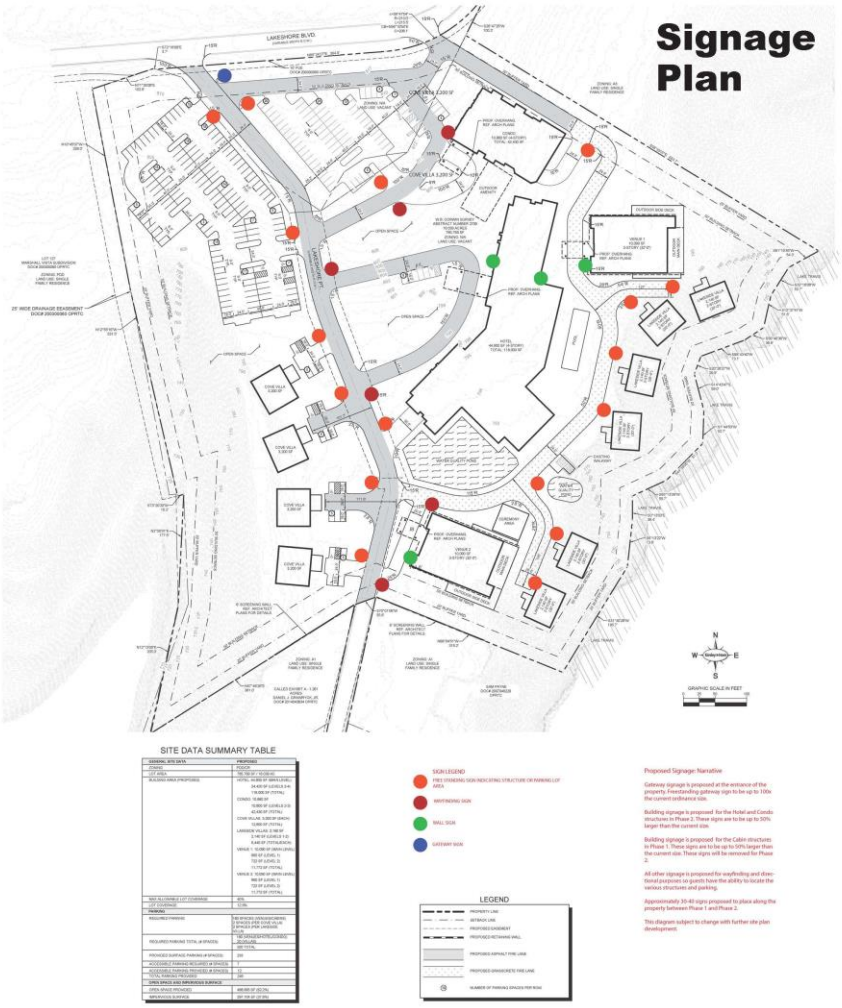


Exhibit "B" (17)

Proposed PDD Amendments

D. Setbacks and Buffers.

i. The minimum setback along Lakeshore Boulevard shall be fifty (50) feet. No other buffer along Lakeshore Boulevard is required except as otherwise required by the landscaping provisions of the Lago Vista Zoning Ordinance.

ii. All other perimeter property lines shall include a fifty (50) foot buffer and setback in which no structure as defined by the Lago Vista Zoning Ordinance shall be allowed.

iii. Whenever there is an existing residence within twenty (20) feet of an adjoining property line, the owner shall construct a twelve-foot masonry wall (from original grade) along that property line as part of Phase I.

iv. Except when adjacent to Lot 28A of Marshall's Vista Subdivision, no service drive or parking area within that buffer shall be closer than twenty (20) feet from the property line.

v. When adjacent to Lot 28A of Marshall's Vista Subdivision, no service drive or parking area shall be within that fifty (50) foot buffer, unless all portions of that service drive or parking area within that buffer are shielded from the common property line by a six-foot masonry wall located along the edge of the paving.

vi. Also as part of Phase 1, the owner shall construct a masonry wall between its property and the properties to the northeast of the project as indicated on Amended Exhibit B. This masonry wall shall conform to the minimum City standards for a fence between commercial and non-commercial uses.

F. Maximum Building Heights

ii. All Other Structures: No other structure shall exceed three (3) stories in height from the level of the fire lane or emergency access drive at the front of or adjacent to the building. The maximum height of each structure shall be forty-two (42) feet above grade, measured from the lowest adjacent paving elevation of the front or nearest adjacent driveway. Basements or below grade portions of these structures shall not be considered in determining the maximum height or included as a floor level in determining the number of stories. ~~Structures may include basements with engineered excavations and fill up to 15 feet.~~ Venue A may include a basement that requires up to fifteen feet of cut and fill with a supporting geotechnical engineering report acceptable to City staff.

H. Tree Preservation.

No later than the submittal of either the preliminary plat or the site development plan application, the owner shall provide a tree survey which identifies all hardwood trees on the parcel with a diameter of ten (10) inches or above, measured at forty (40) inches above grade. The owner shall plant new replacement trees for any trees removed with a diameter of between ten (10) and nineteen (19) inches, measured forty (40) inches above grade, matching the total quantity of caliper inches removed. For any trees removed that are greater than nineteen (19) inches in diameter, measured at forty (40) inches above grade, the total caliper inches of the replacement trees shall double the caliper inches of the removed trees. At the discretion of the owner, a fee in lieu of replacement may be paid to the City of Lago Vista for the planting of replacement trees on property owned by the City in accordance with the current scheduled at the time of the removal. No fee or replacement shall be required for any tree certified by an arborist as diseased or severely damaged. Replacement trees on the Property shall be located in accordance with an approved landscape plan. Nonmaterial movement of buildings from the original site plan shall not require updated Tree Preservation planting or additional tree mitigation fees. The owner shall add two non-ornamental trees from the City's Preferred Tree ordinance (Section 20(k)) that are a minimum of twelve-feet tall between the parking lot and screen wall to reduce the gap in trees in the area indicated on Amended Exhibit B. Exact placement and tree type and size to be approved administratively by City staff.

MEMORANDUM OF UNDERSTANDING

In connection with Developer's request for an amendment of the Lago Vista Ordinance 21-03-04-01 establishing that certain Planned Development District, Developer and City have agreed as follows:

Upon approval of Developer's request for the amendment, Developer shall have a duty to:

1. **Water Quality Test**. Perform a water quality test of the lake water in the cove below the property and provide a copy of the results to the City of Lago Vista (see green dots on Exhibit A for estimated location).

2. **Drainage.** Developer shall construct or install an additional drain(s) as required to resolve runoff from Developer's property to neighboring properties to the South.

3. **Gate**. Developer shall fund $20,000 for the benefit of all property owners on Lake Shore Boulevard for the construction of an electric or solar gate. Developer shall deliver the check to the designated representative of the property owners. If no representative is designated within 90 days of Council approval of this MOU, Developer may satisfy its obligation by delivering the check to the nearest property owner and provide proof of such delivery to the City.

   The gate shall not be constructed on any portion of Developer's property and shall not touch any portion of Developer's screen wall. All costs associated with the gate now or in the future shall be borne exclusively by the residential property owners on Lake Shore Boulevard (those lots are identified with red dots on Exhibit A (the "Lake Shore Boulevard Residential Properties") and Developer's property shall not be taxed or burdened in any way for any costs or expenses in excess of the one-time $20,000 payment.

   For avoidance of doubt: (a) Developer also owns the three properties with a purple dot on Exhibit A and those three (3) lots shall have no obligation to further contribute for any expenses related to or arising from the construction or installation of the gate, but each of Developer's lots shall pay 1/9th of routine maintenance costs as a shared expense with the neighbors; and (b) the selection, construction, operation, and maintenance of the gate shall be the sole responsibility of the Lake Shore Boulevard Residential Properties to the south of Developer's property and those expenses shall be paid exclusively by those property owners.

   Upon construction of the gate, each Lake Shore Boulevard Residential Property owner shall receive at least two remotes to operate the gate, and all fire, police, trash, and office access shall be provided as appropriate.

4. **Enforcement.** City and Developer agree that Developer shall not receive a permanent certificate of occupancy until such time as these three obligations have been completed. Upon completion of the additional drains, submission of the water quality tests, and payment in the amount of

$20,000.00 (or delivery of the check as provided for above), Developer shall have no further obligation hereunder and its property shall be no further burdened.

5. **Miscellaneous.** This Memorandum of Understanding represents the fully integrated and complete agreement between the parties and supersedes all other negotiations, agreements, representations, and covenants, oral or written. All provisions of PDD Ordinance 21-03-04-01 as amended remain in full force and effect and are not modified by this Memorandum of Understanding.

6. **Ratification.** This Memorandum of Understanding has been negotiated and approved by the Lago Vista City Council to be effective only after or concurrent with the approval of Developer's requested amendment to the PDD Ordinance 21-03-04-01.

Executed and effective this _____ day of _____, 2024 with all required authority.

DEVELOPER

LAGO PROPERTY DEVELOPMENT LP

By: _____

Name: _____

Title: _____

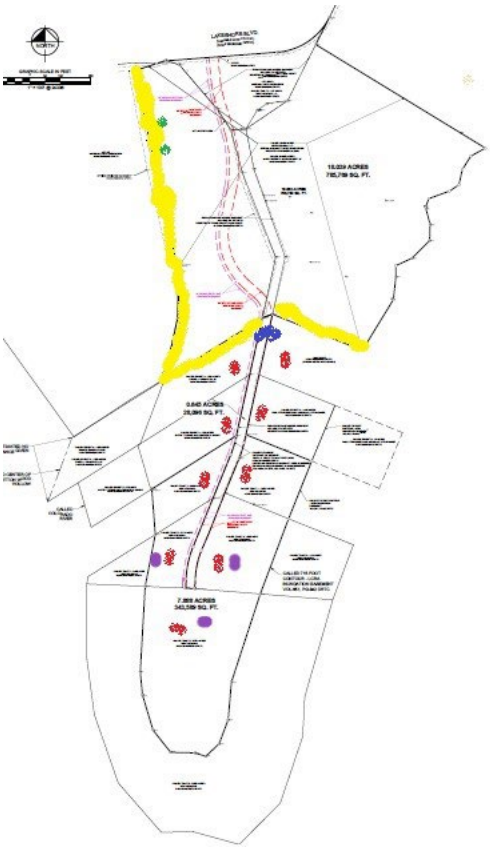
CITY OF LAGO VISTA

By: _____

Name: _____

Title: _____

EXHIBIT A



1. Location of Screen Wall ..
2. Estimated location of Gate ..
3. Lake Shore Boulevard Residential Properties ..
4. Developer's Residential Lots ..

Summary of Comments by Planning and Zoning

Prepared by Cole Bakley, City Planner

On August 8th, the Planning and Zoning Commission voted against the requested zoning change to the Nature's Point Planned Development District. Multiple members of the Commission felt the developer had not done their due diligence for mitigating the effects of surrounding property owners. The requested cut and fill modifies the landscape, raising the ground level from the road, while cutting along the hillside. The Commission shared the opinion of needing more information from City staff and engineers and the developer to make an informed decision about whether this in the future amendment is environmentally sound and fits the character of the surrounding area.

Present during the meeting was the developer and the engineer, as well as multiple citizens from the surrounding area. The developer presented their case and was able to ask questions from the members of the Committee.

Committee member Adam Benefield made the motion to deny the request and Rachel Rich seconded the motion. The denial carried 5 to 2. The applicant has responded to the concerns brought by the Commission and is seeking approval from the City Council.

LAGO VISTA REGULAR CITY COUNCIL MEETING
STAFF REPORT – SEPTEMBER 5, 2024

CASE NUMBER:	**23-2694-PDD-MOD:** 18600 Lakeshore Pointe (private drive)
APPLICANT:	Laura Canada Lewis
LANDOWNER:	Lago Property Development, LP
LOCATION:	Intersection of Lakeshore Pointe and Lakeshore Boulevard
ZONING:	Modification to Existing PDD Development Standards
PROPOSED USE:	Relaxed cut/fill limits for venue under construction

GENERAL INFORMATION / LOCATION:

- The former location of the wedding venue known as Nature's Point is at the southern end of a private drive known as Lakeshore Pointe. It was demolished with the intent of replacing it. Ultimately the subject property that is at the intersection of Lakeshore Pointe and Lakeshore Boulevard was acquired by the applicant, a development agreement executed, and an ordinance establishing the "Nature's Point PDD" approved following annexation of the bulk of the property that was not previously within the municipal limits. Ordinance No. 21-03-04-01 is the zoning approval that the applicant currently seeks to amend which is included in this packet.

- The circumstances that have resulted in the construction activities currently underway being noncompliant with the original zoning approval, the subdivision regulations, and the site development plan approval reviewed in accordance with the current Chapter 3.5 (formerly Chapter 10.5) are varied. While a complete explanation would be extraordinarily lengthy and perhaps largely irrelevant to the required remedies which includes the current amendment application. Nonetheless, all the circumstances can be traced to submittal review documents that were not completely consistent with each other and subsequent modifications in the field initiated by the applicant's contractor. Those field changes were not submitted for an amended review and were performed without the knowledge of the applicant's engineer who remained responsible for the project and the related compliance.

- In addition to the unauthorized changes, there were several questionable sequencing decisions and erosion control violations committed by the contractor reported by the neighboring property owners and the LCRA staff. Again, however, those issues are not explicitly relevant to this application. However, it was those complaints that ultimately revealed that the improvements were not consistent with the approvals and led to revised reviews which are continuing. Nonetheless, it was clear that an amendment to the PDD development standards is required and gave rise to this application as the initial step in resolving the various concerns.

SITE PLAN / CONTEXT CONSIDERATIONS:

- An early report from the LCRA staff to the former Development Services Director was principally related to some temporary erosion controls that had the appearance of being intentionally removed. In addition, they mentioned that it appeared that there was soil being disturbed within the critical water quality zone established by the interlocal agreement with the City of Austin that is applicable to this property. Because of those watershed related requirements, the review of the subdivision plat was performed entirely by the former City Engineer. While following up on that report from the LCRA, the director noticed that this critical water quality zone was not shown on the plat as required by our subdivision regulations. Furthermore, the lot is in a largely undeveloped area, with undeveloped lots largely characterizing the greater area. Large electric wires and related infrastructure run above the property.

- The applicant and their engineering consultant were contacted and asked to amend the plat and have it recorded to reflect the location of that critical water quality zone as required by the subdivision regulations. Because that requirement was not identified in the previous review by the former City Engineer, no fee was required for that amended plat. However, while there is no encroachment into

that water quality zone shown on the zoning approval documents, we noted that there was an unexplained dashed line visible on the site development plan review documents.

- The applicant explained that this dashed line was an overhang indicating that a portion of the foundation was encroaching into that critical water quality zone. While that question should have been raised during that review, it nonetheless raised the possibility that excavation and the location of a supporting foundation element was prohibited in that location by that agreement. The applicant was warned that a call to the appropriate party with the City of Austin was required. That call confirmed that the intent of the agreement is that would be no disturbance within that area, even for a supporting foundation element. They nonetheless confirmed that they would not create a major issue over what appeared to be a minor error.

RELEVANT ORDINANCE PROVISIONS / COMPREHENSIVE PLAN CONSIDERATIONS:

- However, after asking the former Building Official to very closely monitor the project for consistency with the site development plan review, he subsequently reported that the contractor was relocating several buildings and that these relocations were now threatening several existing protected trees. At the same time the reports from the neighboring property owners began to include allegations that the cut and fill limits of no more than eight feet (more than four feet already requires administrative approval) were assuredly being exceeded. Nonetheless, the former Building Official reported that the only concern was related to the protected trees and the relocation of various structures.

- Eventually, a particularly persistent neighboring property owner insisted that the former Development Services Department director observe the site preparation himself. Not only were those observations determined to be accurate, but a massive volume of earth had also been removed from the critical water quality zone. The explanation was that the excavation equipment required to construct the project without disturbing the critical water quality zone was unavailable and the decision was therefore made that the massive volume of earth would be removed. Presumably he intended to include subsequent restoration, but again there was no effort to secure revised design documents from the engineer of record or seek approval.

- A stop work order was issued while the unsuspecting engineer of record ordered field surveys to document what had occurred and to inform her of amended design documents which were subsequently submitted for approval. The stop work orders were lifted for the buildings that were not impacted by these changes that until recently remained under review. That review revealed that both cuts (excavation) and fill of up to fifteen feet have occurred and would require approval in an amended PDD if the improvements are allowed to be completed in a manner consistent with the previous effort.

- That review includes the geotechnical reviews required by current best engineering design practices as well as the amended drainage design to ensure compliance with all applicable requirements. While it might seem obvious, it nonetheless seems necessary to point out that the purpose of these regulations is to prevent exactly this type of result, as at least some of the damage is irreparable. However, if the Council is inclined to recommend approval of a remedy, the staff severely objects to the exact wording of the amendment as proposed by the applicant. Instead, we would refer the commission to the preferred language found in the potential alternative recommendations.

- Similarly, the staff objects to the proposed language absolving the applicant of responsibility for any changes impacting on protected trees. The development agreement negotiated by the applicant shrewdly fixed the lump sum fee in lieu of replacement at the rate that was current at the time of the agreement, notwithstanding the language in the PDD that ultimately became obsolete. It has subsequently been raised substantially (from $50 per caliper inch to $250 per caliper inch). It is the opinion of the current Building Official (contrary to the opinion of the former Building Official) that the proposed relocation of structures is only jeopardizing protected trees that were already scheduled for removal. Regardless, if trees that were originally scheduled to be preserved instead require removal,

we are unaware of any reason why the current fee in lieu of replacement or replacement planting in accordance with current ordinance requirements is not instead warranted.

- While the proposal for restoring the critical water quality zone remains under review by the Public Works Department and their third-party consultants, resolution of that concern is not within the authority of the City Council or the Planning and Zoning Commission. That violation will have to be reported by the Development Services Department staff to the City of Austin, specifically to the Watershed Protection Department that will in turn engage all the other impacted departments. However, it would undoubtedly be best to delay that report until the Public Works Department and their third-party consultants are prepared to endorse what they feel is the best possible solution to repair the damage that has been done. This process is still being undertaken.

- On August 8, 2024, the Planning and Zoning Commission recommended denial of any amendment to the existing PDD development standards. During the meeting, the applicant presented their case and is seeking to appeal their decision to the Lago Vista City Council. There have been no major developments since the initial case, with the city and the developer.

POTENTIAL RECOMMENDATIONS:

A. Recommend approval of the following amendment only to the existing PDD development standards (as a new subsection 'L' under Section 6.1): Cut and/or fill within the boundaries of the Property shall not exceed four feet without a formal variance approved administratively as described in this section. The administratively approved variance shall require the written concurrence of the Public Works Director, the City Engineer, and their third-party engineering consultants provided that all slopes or changes in grade include appropriately designed improvements such as terraces, retaining walls, or other methods to control erosion and sedimentation. All slopes that are cut or constructed of compacted fill must be stabilized in accordance with an approved geotechnical analysis provided as part of the variance request. That geotechnical analysis shall be prepared and sealed by a professional engineer registered in Texas. All related site grading shall comply with accepted current best engineering practices, the Americans with Disability Act, and all other applicable regulations.

B. Recommend denial of any amendment to the existing PDD development standards. Deny the cut and fill variance.

C. Recommend approval of the amendment to the existing PDD development standards as submitted by the applicant.

WALTERS

WEDDING ESTATES

NATURE'S POINT LUXURY RESORT & VENUE

LAKESHORE BLVD, LAGO VISTA, TEXAS

WHO WE ARE

- Walters is a first class hospitality company with over 18 years' experience in the hospitality industry.
- We currently own and operate 38 event venues in Texas; one in Georgia with more venues in development Atlanta, Houston, and Dallas.
- On average, we host 500 events and weddings every month, which includes specialty catering for each event.
- We have over 700 employees in Texas working to manage, support, and grow this business.
- Hospitality is our focus and we have no businesses outside the hospitality industry.

The Olana

Design Center at The Olana

At Walters, we deliver exceptional experiences. That is our promise.

Hidden Pines HV

Milestone
G'Town

New Braunfels

New Braunfels

Ceremony

Remi’s Ridge

Ceremony

WALTERS

WEDDING ESTATES

Our Proposal for Natures Point

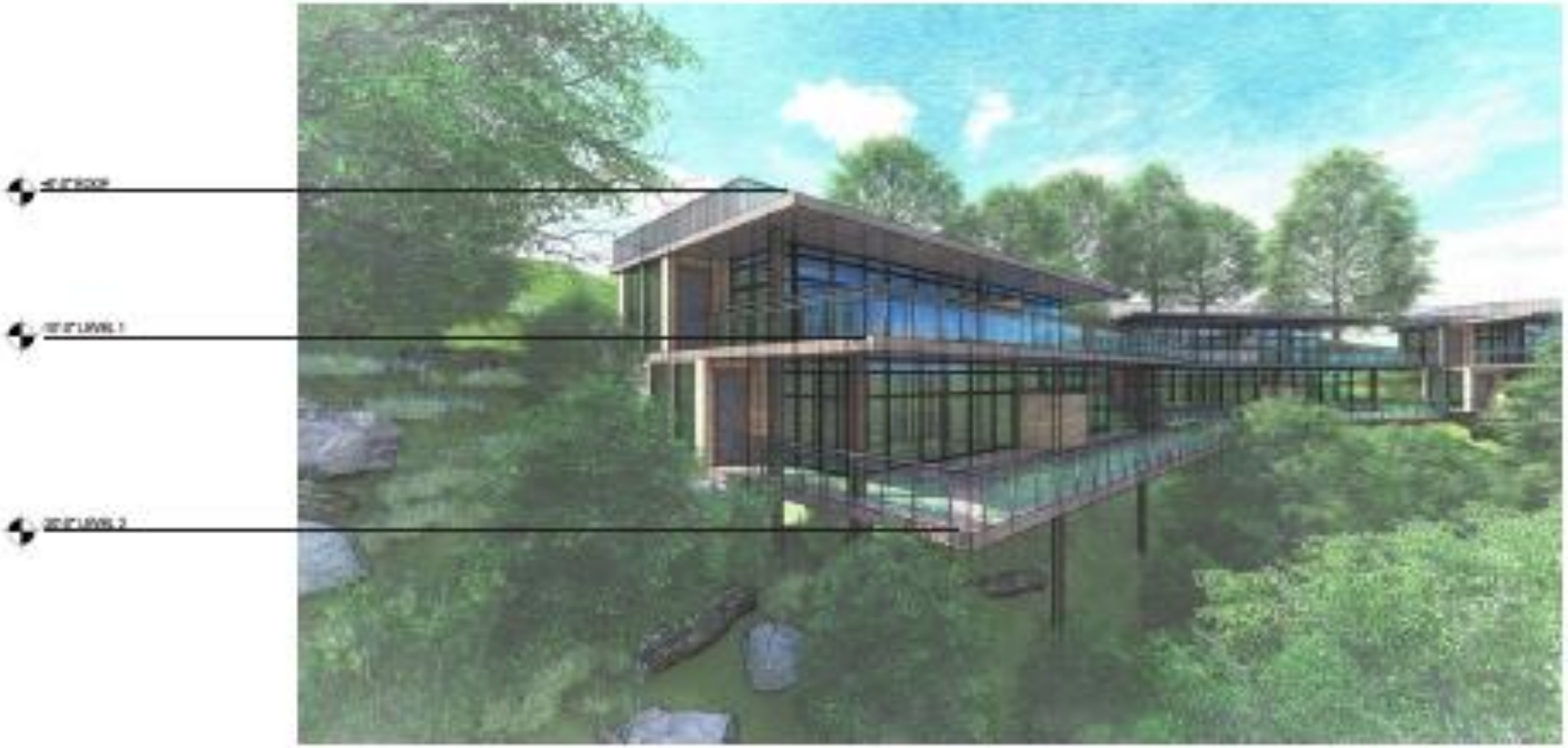
Walters proposes to construct a luxury resort development in Lago Vista, Texas. Our development will include:

- Two event venues (large ballrooms, with restrooms, kitchen, bridal/groom suites, and staff offices)
- Two outdoor ceremony sites
- Restaurants
- Two phase lodging
  - Phase I – cabins and villas
  - Phase II – hotel with spa

LAKESHORE BLVD.
NORTH
GRAPHIC SCALE IN FEET

LAKESHORE BLVD.

Lakeside Villas Concept Design



LAKESIDE VILLA - 2 STORIES

Wedding Venue Concept Design

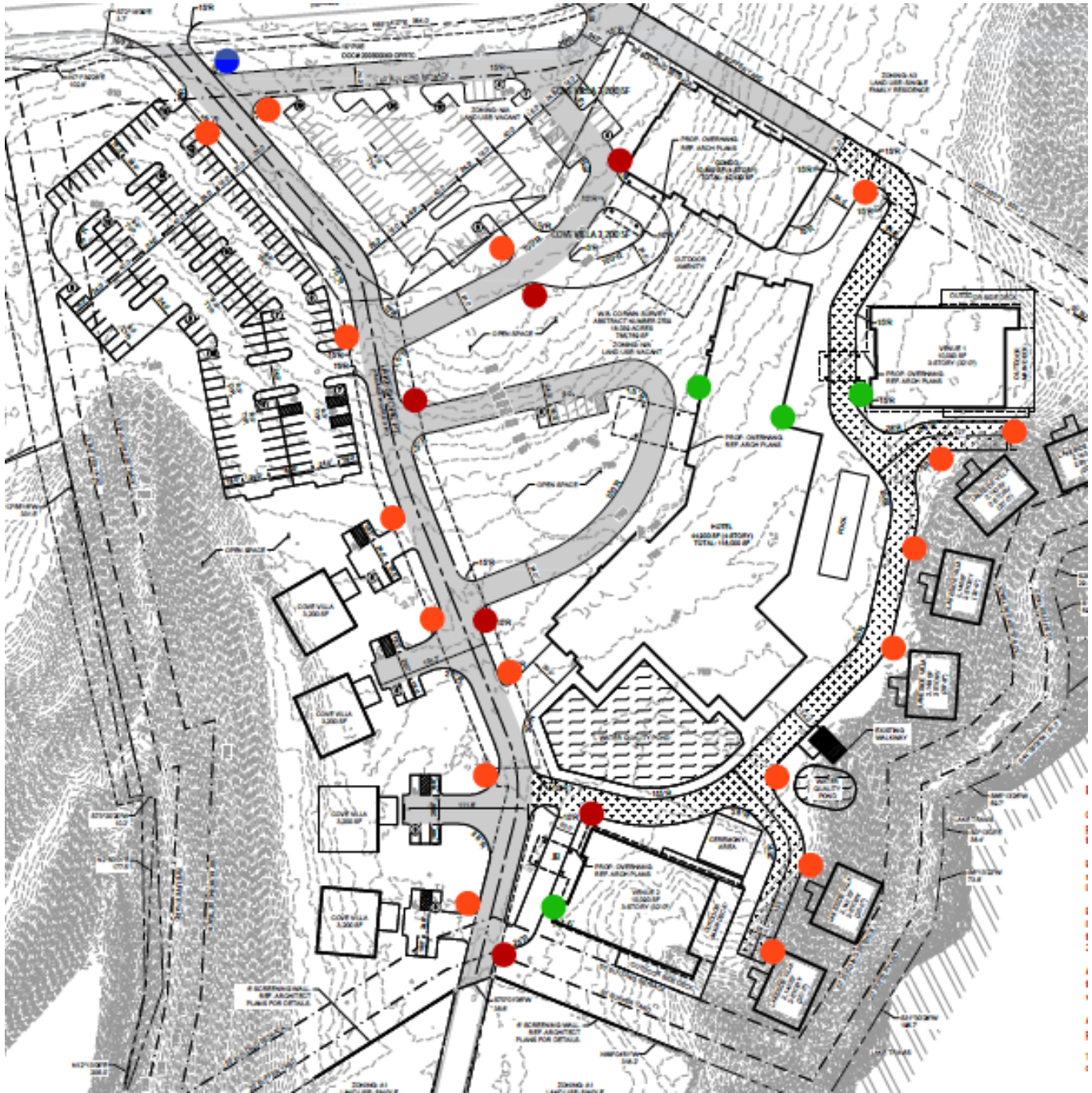
WEDDING VENUE - 3 STORIES

Our Proposal for Natures Point

Phase II

- Removal of cabins
- Construction of Hotel and additional amenities to include a
  - Pool
  - Gift shop
  - Gym
  - Spa
  - Office space
  - Additional parking
- Lakeside Villas

LAKESHORE BLVD.
NORTH
GRAPHIC SCALE IN FEET



Proposed Signage

Proposed Signage: Narrative

Gateway signage is proposed at the entrance of the property. Freestanding gateway sign to be up to 100x the current ordinance size.

Building signage is proposed for the Hotel and Condo structures in Phase 2. These signs are to be up to 50% larger than the current size.

Building signage is proposed for the Cabin structures in Phase 1. These signs are to be up to 50% larger than the current size. These signs will be removed for Phase 2.

All other signage is proposed for wayfinding and directional purposes so guests have the ability to locate the various structures and parking.

Approximately 30-40 signs proposed to place along the property between Phase 1 and Phase 2.

This diagram subject to change with further site plan development.

SIGN LEGEND

- FREE STANDING SIGN INDICATING STRUCTURE OR PARKING LOT AREA
- WAYFINDING SIGN
- WALL SIGN
- GATEWAY SIGN

Hotel Elevation Concept Design

HOTEL - 4 STORIES

Condo Elevation Concept Design

CONDO - 4 STORIES

Wall/Barrier

Project View At Completion

FACTS OVER FEAR

THIS IS THE SAME PRESENTATION WITH
THE SAME PICTURES FROM 2021.

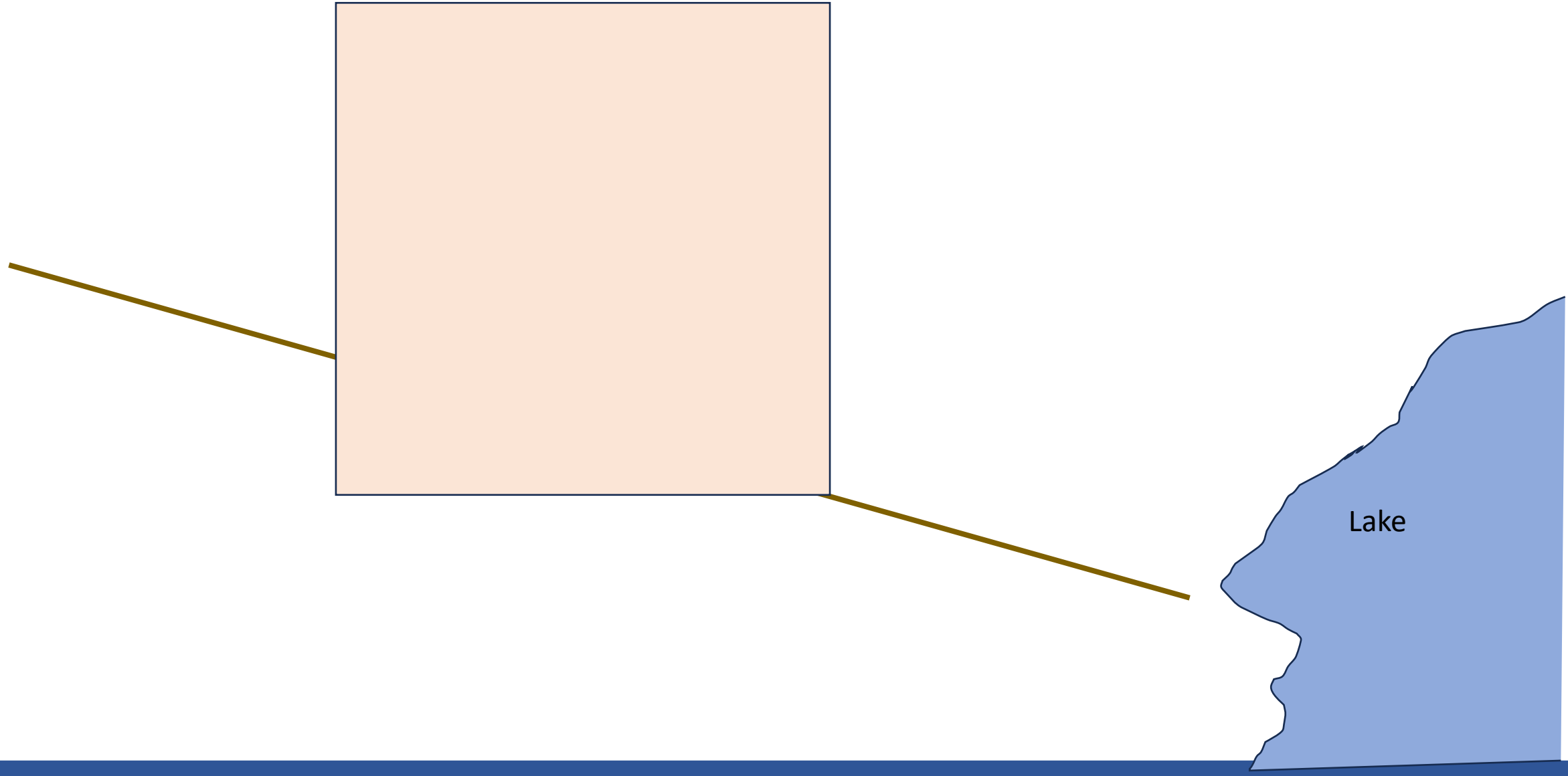
THIS PROJECT HAS NOT CHANGED.
THE DESIGN HAS NOT CHANGED.
THE BUILDINGS HAVE NOT CHANGED.

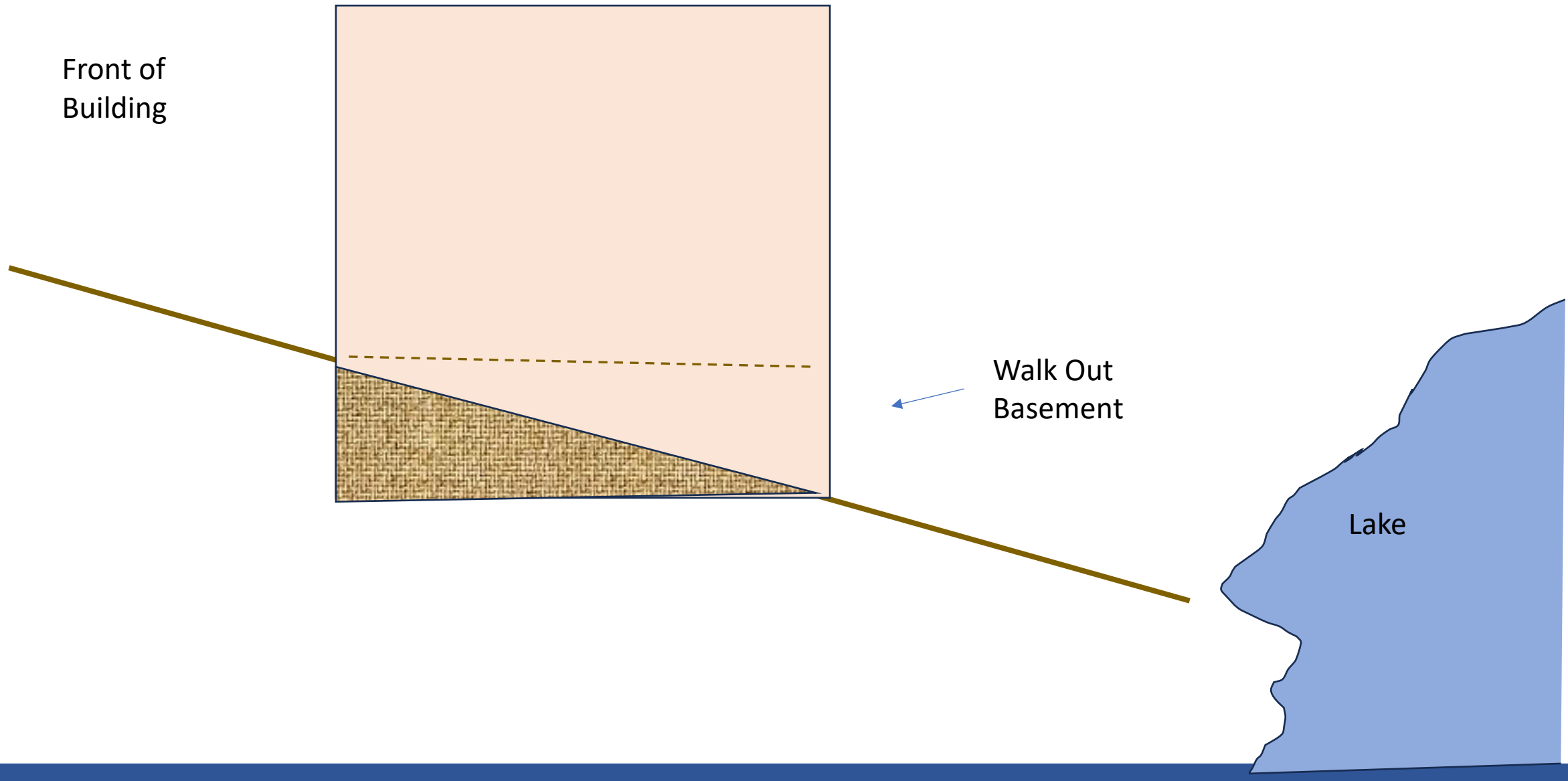
SIMPLE TRUTH

My architect, engineer and I missed the Lago Vista ordinance limiting excavation limits to 4 feet without a variance at the original PD request was made.

SIMPLE TRUTH

We missed the ordinance but we were always truthful about the walk out basement design.
This design would always have required +/- 11 foot cut.


Lake


Front of
Building
Walk Out
Basement
Lake

Wedding Venue Concept Design

WEDDING VENUE - 3 STORIES

Wedding Venue Concept Design

WEDDING VENUE - 3 STORIES

Construction is sausage making

We are sorry for the inconvenience, frustration, and confusion our construction has caused our neighbors.

Soils Piles

Soils Piles

We are not raising the grade by 15-20 feet.

The piles of dirt are soils piles where dirt is stored and used later in construction or removed from the site.

We submitted our grading plan to the City of Lago Vista in 2022 as part of the permitting process. It was thoroughly reviewed and approved by the city's engineering team.

The grading plan has not changed.

VILLAS

The Villas are two story structures with 2 one-bedroom hotel suites on each floor – a total of 4 suites in each Villa.

None of these buildings are 3 or 4 stories.

The Villas under construction match the permitted plans submitted and approved by the City of Lago Vista in 2023 when our building permit for the Villas was issued.

THANK YOU

AGENDA ITEM NO. 13

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Tracie Hlavinka, City Manager

SUBJECT: Discussion, consideration, and possible action regarding waiving a residential permit fee for 20800 Henry Avenue.

BACKGROUND: Mr. Kelleher is requesting relief from a residential permit fee in the amount of $2,343 due to some extenuating circumstances, one of which was Midcentury Custom Homes abruptly halting construction on his home.

FINDINGS: Mr. Kelleher made a formal request to the Mayor regarding his desire to have his residential permit fee waived. The letter with that request has been included in the packet detailing his reasons. A letter of support from the owner of Charles Williams Customs Homes, who is now taking over the project, is also attached.

FINANCIAL IMPACT: The loss of revenue for the permit fee if waived of $2,343.

ATTACHMENTS:
20800 Henry Avenue Kelleher Permit Waiver Appeal.pdf
Nick Papacek Letter 20800 Henry Avenue.pdf

September 5, 2024

Kevin Sullivan
Mayor, City of Lago Vista
5803 Thunderbird St.
Lago Vista, TX 78645

Dear Mayor Sullivan,

I hope this letter finds you well. I am the homeowner at 20800 Henry Avenue, Lago Vista. I am writing to formally request the waiver of the $2343 city building permit fee for the residential construction project from September 1, 2023, to March 1, 2024, due to a series of unfortunate events regarding the construction of my home.

In September 2023, the builder I had contracted, Michael Wray and Midcentury Custom Homes LLC, ceased all operations and closed their business, leaving the project completely halted and the permit fee unpaid. During this time, no construction work was conducted on the property. Additionally, I was left with substantial financial burdens, including over $40,000 in unpaid subcontractor bills. Further, I had unpaid liens filed that delayed the project such as:

- Levi Remodeling: $7,695.00
- Johnstone Supply: $9,024.65
- Texas Disposal: $7,950.37
- Parrish Interiors $1,035.00

On top of these costs, the builder had also agreed to cover the $21,000 drainage work, which was an unforeseen expense discovered after I signed the contract with him in September 2021. Unfortunately, I have been left responsible for this amount as well.

Throughout this challenging process, I have been incredibly grateful for the support and professionalism of the City of Lago Vista staff, including those in inspections and code enforcement. I am Australian and very far from home so their assistance and guidance have been invaluable, and I deeply appreciate their efforts to help me navigate these complex issues.

Given these circumstances, I kindly request the city's consideration in waiving the permit fee during the period when no work was performed. The construction was at a standstill, until the new builder, Charles Williams Custom Homes LLC, took over the project starting 3/1/2024. I made the permit extension payment for 3/1/2024-9/1/2024 of $2343 in January this year. I will also make the payment this week for the current extension.

This waiver of the September 2023 permit fee would significantly help alleviate the financial strain caused by the previous builder's failure to fulfill their obligations.

Thank you for your understanding and for considering my request. I am happy to provide any further information or clarification as needed and greatly appreciate any assistance the city can offer in this matter.

Sincerely,

Michael Kelleher
20800 Henry Avenue
Lago Vista, TX

Kevin Sullivan
Mayor, City of Lago Vista
5803 Thunderbird St.
Lago Vista, TX 78645

Dear Mayor Sullivan,

I am writing to support Mr. Michael Kelleher's request for the waiver of building permit fees for the property located at 20800 Henry Avenue from September 1, 2023, to March 1, 2024.

As the Owner of Charles Williams Custom Homes LLC, I officially took over the project on March 1, 2024, following the bankruptcy and cessation of work by the previous builder, Midcentury Custom Homes LLC, in September 2023. During the interim period, no construction was performed on the property.

In reviewing the project, it is clear that Mr. Kelleher has faced considerable financial challenges, including unpaid subcontractor bills and an additional $21,000 drainage bill—costs that were left unresolved by the prior builder. These unforeseen expenses have created significant hardships for him, further complicated by the fact that no progress was made on the home during the months in question.

Given these circumstances, I respectfully ask that the City of Lago Vista consider Mr. Kelleher's request to waive the building permit fees during the period when the project was effectively at a standstill. This consideration would provide much-needed relief as we work to get the project back on track and bring it to completion.

Please feel free to contact me if you require any additional information or clarification. Thank you for your time and for considering this request on behalf of our client.

Sincerely,

Nicholas Papacek Sep 05 2024

Nicholas Papacek
Owner
Charles Williams Custom Homes LLC
737-200-9679

Audit Trail

Document Details

Title	Nick Letter.pdf
File Name	Nick Letter.pdf
Document ID	f0ccd1f73f394adf83214a301b470549
Fingerprint	1e8d92453c9ce0ce0e5cd3a4aa71cfe6
Status	Completed

Document History

Document Created	Document Created by Michael Kelleher (michaeljohnkelleher@gmail.com) Fingerprint: a18d8e5705c15d3bf279a6459051e9e6	Sep 05 2024 03:55PM UTC
Document Sent	Document Sent to Nick Papacek (ncpapacek@gmail.com)	Sep 05 2024 03:55PM UTC
Document Viewed	Document Viewed by Nick Papacek (ncpapacek@gmail.com) IP: 174.224.27.52	Sep 05 2024 03:56PM UTC
Document Signed	Document Signed by Nick Papacek (ncpapacek@gmail.com) IP: 174.224.27.52 Nicholas Papacek	Sep 05 2024 04:01PM UTC
Document Completed	This document has been completed. Fingerprint: 1e8d92453c9ce0ce0e5cd3a4aa71cfe6	Sep 05 2024 04:01PM UTC

AGENDA ITEM NO. 14

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Tracie Hlavinka, City Manager

SUBJECT: Discussion, consideration, and possible action on Resolution 24-2076, a resolution of the City Council of the City of Lago Vista, Texas appointing an individual to serve as the Interim City Secretary of the City of Lago Vista.

BACKGROUND: In accordance with Section 4.02 of the City Charter, the City Manager subject to approval by the Council, shall appoint a City Secretary.

FINDINGS: City Secretary Lucy Aldrich submitted her resignation on August 21, 2024, providing for a resignation date of September 12, 2024. Although, two Assistant City Secretaries have been appointed to serve in the absence of the City Secretary it has become evident that there is a need for an experienced City Secretary to be on staff. The recruiting firm, SGR provides for municipal clerk interim work. The City Manager has reached out to SGR and has identified an experienced City Secretary that can serve as an interim City Secretary until a new City Secretary can be recruited and appointed.

The City Manager has identified the best candidate to fill the interim position and has appointed Janita "Susie" Quinn to serve as the Interim City Secretary.

FINANCIAL IMPACT: Funds are available in the City Secretary salary account to cover costs.

ATTACHMENTS:
24-2076 Draft Resolution Appointing Interim City Secretary
24-2076 Draft Resolution Appointing Interim City Secretary

CITY OF LAGO VISTA, TEXAS

RESOLUTION 24-2076

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING AN INDIVIDUAL TO SERVE AS THE INTERIM CITY SECRETARY OF THE CITY OF LAGO VISTA.

WHEREAS, the City of Lago Vista is a home rule municipality, operating in accordance with the City Charter as amended in November 2021; and

WHEREAS, in accordance with Section 4.02 of the City Charter, the City Manager, subject to approval by the Council, shall appoint a City Secretary; and

WHEREAS, the City Manager is conducting a search for a new city secretary; and

WHEREAS, a need has been identified to appoint an experienced interim city secretary until a new city secretary can be recruited and appointed; and

WHEREAS, the City Manager worked with SGR, a recruitment firm that provides interim services for municipal clerks as well as many other government services; and

WHEREAS, the City Manager has identified that Ms. Janita "Susie" Quinn is the best candidate to fill the interim position.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

THAT, the City Manager has appointed Janita "Susie" Quinn to serve as the Interim City Secretary with the powers and duties of said office and City Council hereby confirms this appointment.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 19th day of September 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved.

CITY OF LAGO VISTA, TEXAS

RESOLUTION 24-2076

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS APPOINTING AN INDIVIDUAL TO SERVE AS THE INTERIM CITY SECRETARY OF THE CITY OF LAGO VISTA.

WHEREAS, the City of Lago Vista is a home rule municipality, operating in accordance with the City Charter as amended in November 2021; and

WHEREAS, in accordance with Section 4.02 of the City Charter, the City Manager, subject to approval by the Council, shall appoint a City Secretary; and

WHEREAS, the City Manager is conducting a search for a new city secretary; and

WHEREAS, a need has been identified to appoint an experienced interim city secretary until a new city secretary can be recruited and appointed; and

WHEREAS, the City Manager worked with SGR, a recruitment firm that provides interim services for municipal clerks as well as many other government services; and

WHEREAS, the City Manager has identified that Ms. Janita "Susie" Quinn is the best candidate to fill the interim position.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

THAT, the City Manager has appointed Janita "Susie" Quinn to serve as the Interim City Secretary with the powers and duties of said office and City Council hereby confirms this appointment.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED this 19th day of September 2024.

_____
Kevin Sullivan, Mayor

ATTEST:

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilor _____, seconded by Councilor _____, the above and foregoing instrument was passed and approved.

AGENDA ITEM NO. 15

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Eric DeLaCruz, Finance

SUBJECT: Discussion, consideration, and possible action approving an interlocal agreement between Texas Municipal League Intergovernmental Risk Pool and the City of Lago Vista for an opt-in for Cyber Liability and Data Breach Response Coverage (Cyber Coverage).

BACKGROUND: Since 2016 TML has offered Cyber Coverage and claims have exponentially increased in both frequency and severity. Future cybercriminal activity is impossible to predict and no insurer can rely on past patterns and trends to predict future losses. TML's board of trustees realized this and created a new Cyber Fund and approved changes to the Pool's Coverage structure, effective October 1, 2024. Members (City of Lago Vista) must elect to continue coverage or "Opt-In" by completing and signing an interlocal agreement with TML to participate.

Members that do not "Opt-In" will lose their existing Cyber Coverage effective midnight on September 30, 2024

FINDINGS: To continue our coverage for Cyber Liability, staff recommends approving and authorizing Interlocal Agreement.

FINANCIAL IMPACT: The FY25 annual contribution from the city would be in the amount of $1,250 for the core+ coverage. This is included in the FY25 budget.

ATTACHMENTS:
Texas Municipal League Cyber Liability and Data Breach Response Interlocal Agreement.pdf
TML Notice of Opt-In Cyber Coverage.pdf

15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a "self-insured." At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

    The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney's fees in any suit or action arising out of or related to this Interlocal Agreement.

17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS' FUND CONTACT (See Section 10):

Member Name _____

Name of Contact _____ Title _____

Mailing Address _____ Email Address _____

Street Address (if different from above) _____

City _____ Zip _____ Phone _____

_____
SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

_____ _____
Title Date

Member's Federal Tax I.D. Number ___ ___ - ___ ___ ___ ___ ___ ___ ___
This Information is MANDATORY

TO BE COMPLETED BY FUND: (OFFICE USE ONLY)

Effective Date of This Agreement _____

Member Name _____

Contract Number _____

_____
SIGNATURE OF AUTHORIZED FUND OFFICIAL

_____ _____
Title Date

Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as "Pool Members") to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the "Fund") for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov't Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.

    a. Board. Refers to the Board of Trustees of the Fund.

    b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.

    c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.

    d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.

    e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member's election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.

    f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to "reinsurance."

    g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund's obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.

    h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.

    i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.

    j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.

2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.

3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.

5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termination.

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.

8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.

9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.

10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.

11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.

12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.

13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.

14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

WORKERS' COMPENSATION • PROPERTY • LIABILITY

CRITICAL ALERT:

Cyber Liability and Data Breach Response Coverage

DATE: June 7, 2024
TO: All Members with Core (Band 1) Cyber Coverage
RE: 2024-2025 *Cyber Liability and Data Breach Response Coverage* Updates

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Dear Valued Member:

Since 2016, when the TML Risk Pool first began offering ***Cyber Liability and Data Breach Response Coverage ("Cyber Coverage")***, cyber claims have exponentially increased in both frequency and severity.

Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently created a new Cyber Fund and approved changes to the Pool's Coverage structure, effective on October 1, 2024. ***Members must elect to continue coverage or "opt-in" by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.***

MEMBERS THAT DON'T FOLLOW THE OPT-IN PROCEDURES WILL LOSE THEIR EXISTING CYBER COVERAGE EFFECTIVE AT MIDNIGHT ON SEPTEMBER 30, 2024.

Included in this packet are:

1. A two-page flyer **explaining the updated Cyber Coverage and why the Pool made certain adjustments to ensure the viability of the program**.
2. A **Limits Page** for the updated Cyber Coverage and a link to the updated Cyber Coverage Document, which shows the contribution increases and available limits.
3. A **new, separate Interlocal Agreement (contract)** to join the Pool's new Cyber Fund.

Please review the above information.

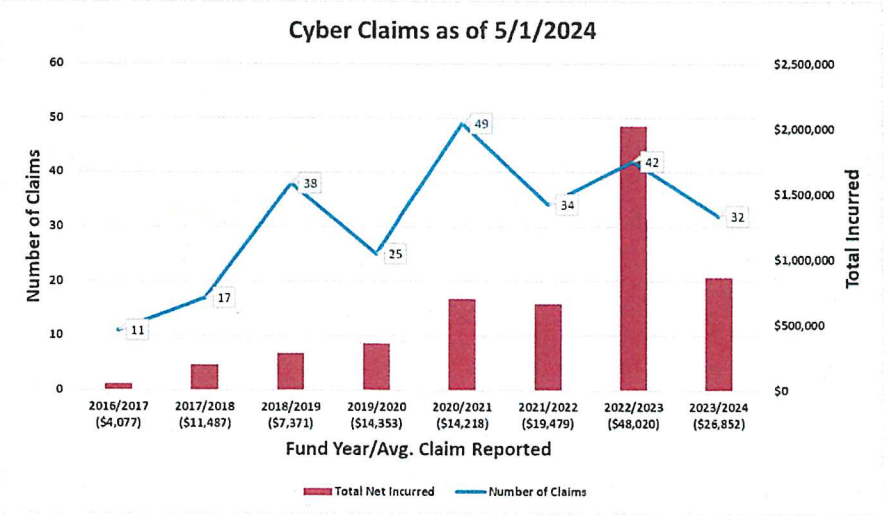
If your entity wishes to continue Cyber Coverage, simply review, complete and sign, and return the completed Cyber Fund Interlocal Agreement as soon as possible but no later than September 30, 2024. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing**.) You can either scan and return the completed and signed agreement by email to underwriting@tmlirp.org or mail or ship it to Cyber Coverage, c/o TML Intergovernmental Risk Pool, P.O. Box 149194, Austin, Texas 78714. To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement. An executed copy of the agreement will be returned to you.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

CRITICAL ALERT: The Pool's NEW Cybersecurity Fund

Introduction

In 2016, the Pool recognized its Members' growing cyber liability exposure. Starting that year, complimentary coverage was provided to all Members with either General Liability or Real & Personal Property Coverage. Later, as the exposure increased, the Pool began charging a minimal amount for the coverage. As shown by the chart below, cyber claims have exponentially increased in both frequency and severity since that time.



Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently approved the Pool's formation of a new Cyber Fund and updated *Cyber Liability and Data Breach Response Coverage ("Cyber Coverage")*, effective October 1, 2024, **for those Members who opt-in and sign the Cyber Liability Interlocal Agreement**. Read on for details.

Of course, nothing can cover every possible scenario. That's why each Member *must* take steps to protect themselves, and we can help you do so (regardless of whether you choose our cyber coverage). **Most cyberattacks are preventable, and local officials *should implement basic policies, train on them, and follow them.*** (See the final section below on loss prevention to learn more.)

The New Cyber Fund – Ensuring the Viability of the Pool's Cyber Coverage

Cyberattacks are becoming more common, more sophisticated, and more expensive. In fact, the Pool's cyber claims have increased exponentially since 2016. Right now, if every Member of the Pool was hit by a coordinated attack, the Pool's *total exposure is in the billions of dollars*. Thankfully, that hasn't happened. But the Pool is updating its Cyber Coverage to ensure that it never does.

The following is a brief overview of the changes:

- The Pool is creating a **separate Cyber Fund** – each Member that wants to continue coverage **must sign a new, separate interlocal agreement (contract) to join the Fund**.
- The Pool's **total annual payout** for cyber claims will be **capped at $25 million** – should criminals execute a widespread attack, the Pool's Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to **$500,000 or $1,000,000,** depending on whether Core or Core+ option is selected.
- **Cyber coverage contributions (premiums) will increase** based on a Member's elected limits. The new contribution ranges from $1,000 to $1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over). Suggestion: Coverage will be renewed at the current elected limit.

The Coverage: What You Get
Some of the worst news a local official can receive is that they have fallen victim to a cyberattack. Whether criminals lock up your data and ask you for a ransom to restore it, they trick you into sending money to a fraudulent account and steal it, or whatever the form of an attack, the Pool's coverage provides, among other things:

- **Breach response**, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks – these experts help you lessen the damage from an attack.
- **Network business interruption**, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- **Cyber extortion**, which can help with ransom payments to recover data.
- **Data recovery costs**, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- **Fraud protection**, which can help (if certain conditions are met) with costs related to – for example – when an employee is tricked into sending money to a cybercriminal.

The above provides only a very basic overview of the coverage. Every claim is unique, and reading the above isn't a substitute for carefully reviewing the terms of the new interlocal agreement and coverage document. Please refer to the enclosed outline of the coverages, limit, and sublimit.

What You Need to Do to Continue Coverage
To continue coverage, simply review, complete and sign, and return the Cyber Fund Interlocal Agreement. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing**.) To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement.

As part of this process, we encourage you to review the 2024-2025 Cyber Liability and Data Breach Response Coverage Document that is stored on the Pool's Member Portal, which you can access from the Pool's website at www.tmlirp.org.

That's it! You'll be billed later for the costs of all your coverages, including the cyber coverage.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

Risk Management and Loss Prevention
As mentioned above, the best way to deal with a cyberattack is to avoid it altogether. The Pool has a dedicated Cyber Risk Services Manager – Ryan Burns (rburns@tmlirp.org) – who can assist any Member with loss prevention, including individual review of Member exposures and transfer of risk via contracts provisions, loss prevention efforts, appropriate coverage, and more.

Additional Resources
The Pool provides prevention education in various ways. The easiest to access are short podcast episodes and YouTube videos. For example, any local official who wants to know just how painful a cyberattack can be should listen to Episode 9c of the "Local Officials: *Stronger, Together* Podcast."

In the eye-opening episode, Scott interviews City of Tomball Assistant City Manager Jessica Rogers. Cyber-criminals hacked Tomball at the end of 2022, and the city is still — one year later — dealing with the aftermath. In this episode — which should be required listening for every city official in Texas (and beyond) — Jessica explains exactly what it's like to have essentially every computer system go down, including 9-1-1 dispatch, utility metering and billing, permitting, and everything in between. She also describes the long road to getting everything up and running. Don't miss our chance to learn from this chill-inducing story. (To listen, go to www.tmlirp.org, click on the "STP Podcast" link at the top of the page, and scroll down to Episode 9c.)

LIMIT PAGE

Your entity currently has **Core** Cyber Coverage with the Pool. The following is an abbreviated description of the Core and Core+ limit structure beginning October 1, 2024. The Coverage Document can be accessed at https://members.tmlirp.org/downloads (this link will ask you to log into the Member Portal for access).

*A limit of **$25,000,000** is shared by all **Members** for aggregate losses occurring within the Fund Year as defined in the Cyber Liability and Data Breach Response Interlocal Agreement.*

	Core	Core+
Tower 1 - Limit of Liability*	$500,000	$1,000,000
Data & Network and Media Liability Aggregate Limit of Liability	$500,000	$1,000,000
Retention	$0	$0

Tower 2 - Limit of Liability	$100,000	$250,000
First Party Loss		
Business Interruption Aggregate Sublimit	$20,000	$50,000
Cyber Extortion Loss Aggregate Sublimit	$25,000	$50,000
Data Recovery Costs Aggregate Sublimit	$20,000	$50,000
Reputational Loss Aggregate Sublimit	$5,000	$10,000
Retention (other than Business Interruption)	$0	$5,000
Income Loss Retention under Business Interruption	$5,000	$5,000
Third Party Loss		
Regulatory Defense and Penalities Aggregate Sublimit	$25,000	$75,000
Payment Card Liabilities & Costs Aggregate Sublimit	$10,000	$25,000
Retention	$0	$5,000
eCrime		
Fraudulent Instruction Aggregate Sublimit	$25,000	$50,000
Funds Transfer Aggregate Sublimit	$25,000	$50,000
Telephone Fraud Aggregate Sublimit	$25,000	$50,000
Criminal Reward	$2,500	$2,500
Retention (other than Criminal Reward)	$2,500	$5,000
Retention Criminal Reward	$0	$0

Tower 3 - Limit of Liability	$100,000	$150,000
Breach Breach Response Aggregate Limit of Liability Beazley Response Services	$100,000	$150,000
Retention	$0	$0

New 2024-25 Annual Contribution	**$1,000**	**$1,250**
Previous 2023-24 Contribution	*$175*	*$247.24*

**The Tower 1 Limit of Liability changed from $1 million to $500,000 for Core limits and from $2 million to $1 million for Core+ limits. All other limits remained unchanged.*

AGENDA ITEM NO. 16

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Mayor Sullivan, City Council

SUBJECT: Discussion, consideration, and possible action appointing a second member of the City of Lago Vista to serve on the CAPCOG's General Assembly.

BACKGROUND: CAPCOG's General Assembly is the organization's governing body for the purposes of selecting the Executive Committee, amending the council's bylaws, adopting budgets, determining membership dues, and guiding the organization's mission. Each CAPCOG member appoints representatives to serve as their voice on the General Assembly, and every year CAPCOG provides a list to ensure member's representatives are current. According to the CAPCOG bylaws, full members - counties and municipalities - are entitled at least one representative on the General Assembly; however, they can have additional representatives based on population.

FINDINGS: Based on the most recent population estimates from the U.S. Census Bureau and CAPCOG's bylaws, the City of Lago Vista qualifies for 2 representatives on the General Assembly. The City's current representative is Mayor Kevin Sullivan.

City staff recommends that City Council consider appointing another representative from the City of Lago Vista to serve on CAPCOG's General Assembly as allowed by their bylaws.

FINANCIAL IMPACT: N/A

ATTACHMENTS:
CAPCOG General Assembly - Appointment.pdf

6800 Burleson Road, Building 310, Suite 165
Austin, Texas 78744-2306
Ph: 512-916-6000 Fax: 512-916-6001
www.capcog.org

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

General Assembly Representation Summary for the City of Lago Vista

CAPCOG's General Assembly is the organization's governing body for the purposes of selecting the Executive Committee, amending the council's bylaws, adopting budgets, determining membership dues, and guiding the organization's mission. Each CAPCOG member appoints representatives to serve as their voice on the General Assembly, and every year CAPCOG provides a list to ensure member's representative are current. According to the CAPCOG bylaws, full members — counties and municipalities — are entitled at least one representative on the General Assembly; however, they can have additional representatives based on population as shown below:

Counties	Municipalities	No. of Representatives
Under 20,000	Under 10,000	1
20,000-100,000	10,000-50,000	2
100,000+	50,000-100,000	3
------	100,000+	4

Associate members — special government districts, school districts, nonprofits, utilities, chambers of commerce, and other governmental agencies — can appoint one representative to the General Assembly. Sustaining members, any person or organization with a positive interest in the welfare of the region, can participate as a non-voting General Assembly representative. At least two-thirds of the General Assembly's voting representatives must be elected officials.

Based on the U.S. Census' most recent population estimates and CAPCOG's bylaws, the **City of Lago Vista** qualifies for **2 representative(s)** on the General Assembly. Its current representatives are:

- **Mayor Kevin Sullivan**
- **New Position** *(based on population estimate increase)*

Please provide any updates to **City of Lago Vista's** representative(s) by completing the attached form. More information about CAPCOG's General Assembly representation is at https://www.capcog.org/about/general-assembly/.

As a reminder, General Assembly Representatives are invited to the September 11th General Assembly Meeting at the Austin SouthPark Hotel, 4140 Governors Row in Austin. Representatives can RSVP at https://www.capcog.org/trainings/general-assembly/.

APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE
CAPITAL AREA COUNCIL OF GOVERNMENTS

The governing bodies of CAPCOG's members designate General Assembly representatives.

Counties:	Official appointments are made at Commissioners Court.
Cities, Towns, Villages:	Official appointments are made at City Council meetings.
Organizations:	Official appointments are made by the Board or other governing body.

PLEASE COMPLETE THE FOLLOWING SECTION

Governing Body:

_____ County Commissioners Court (e.g., Travis County Commissioners Court)

-OR-

_____ City Council (e.g., Austin City Council)

-OR-

_____ Other (Board or other governing body)

_____

City, County, or Organization being represented

_____ _____

Name of Representative **Position**

_____

Address

_____

City, Zip Code

_____ _____

Telephone Number **Fax Number**

_____

Email address ***(General Assembly Reps. will be subscribed to CAPCOG Connections, Training Alerts, & other e-newsletters.)***

Check One:

_____ Reappointment

_____ Filling Vacancy

_____ Changing Representative _____

Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly Representative for the above entity on _____.

Date of Meeting

_____ _____

Signature of Chief Elected Official/Chair of Governing Board **Date**

Email this form to execadmin@capcog.org or fax it to 512-916-6001. For questions about completing this form, call Teresa Williams at 512-916-6018.

AGENDA ITEM NO. 17

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Jai Brown, Finance

SUBJECT: Discussion, consideration and possible action regarding Ordinance No. 24-09-19-04; An Ordinance of the City Council of the City of Lago Vista, Texas pursuant to Vernon's Texas Codes Annotated, Local Government Code, Chapter 102, Section 102.007(b) providing for amendments to Ordinance No. 23-09-07-01, the Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; amendments to said budget by department are set forth in "Exhibit A" attached to this ordinance.

BACKGROUND: The City Council approved the original FY 2023-2024 budget on September 7, 2023. Budget amendments are required to account for unanticipated expenditures not approved during the normal budget cycle. Budget amendments for FY 2023-2024 include several amendments that are presented to show amounts reclassified from one account or fund to another but actually require no new dollars, amendments to formally accept budget items that were already approved by council earlier in the fiscal year, and amendments that are being presented to cover unanticipated expenses in some of the departments. Exhibit A is attached and shows each amendment. It includes the current amount budgeted, additional dollars if necessary, and the ending proposed budget amount that includes the additional expenses.

FINANCIAL IMPACT: State law requires that expenditure budgets end at or within the budgeted amounts including amendments.

ATTACHMENTS:
Ordinance 24-09-19-04 Budget Amendments.pdf
2023-2024 YE Departmental Budget Adjustments.pdf

CITY OF LAGO VISTA, TEXAS

ORDINANCE NO. 24-09-19-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS PURSUANT TO VERNON'S TEXAS CODES ANNOTATED, LOCAL GOVERNMENT CODE, CHAPTER 102, SECTION 102.007(b) PROVIDING FOR AMENDMENTS TO ORDINANCE NO. 23-09-07-01, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AMENDMENTS TO SAID BUDGET BY DEPARTMENT ARE SET FORTH IN "EXHIBIT A" ATTACHED TO THIS ORDINANCE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAGO VISTA, TEXAS:

SECTION I
AMENDING BUDGET

THAT, pursuant to Vernon's Texas Codes Annotated, Local Government Code, Chapter 102, Section 102.007(b) the City Council of the City of Lago Vista, Texas hereby amends the City Budget by Department for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 with said amendments being as set forth in "Exhibit A" attached to this ordinance.

SECTION II
SAVINGS CLAUSE

THAT, any ordinance, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of said conflict.

SECTION III
SEVERABILITY CLAUSE

THAT, if any word, phrase, sentence, paragraph or section is found to be illegal, invalid or unconstitutional, the remaining portion of this ordinance shall remain in full force and effect.

SECTION IV
EFFECTIVE CLAUSE

THAT, this ordinance shall take effect and be in full force immediately upon its final passage and approval.

AND IT IS SO ORDERED.

PASSED AND APPROVED on this 19th day of September 2024.

ATTEST:

_____
Kevin Sullivan, Mayor

_____
Eric De La Cruz, Assistant City Secretary

On a motion by Councilmember _____, seconded by Councilmember _____, the above and foregoing ordinance was passed and approved.

City of Lago Vista
For Year Ending 9-30-2024

EXHIBIT A

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Finance				
Social Security/Medicare	10-513-1020	$ 29,404.00	$ 10,000.00	$ 39,404.00
TMRS	10-513-1030	$ 34,900.00	$ 10,000.00	$ 44,900.00
Staff Accountant	10-513-1120	$ -	$ 7,000.00	$ 7,000.00
Finance Director	10-513-1140	$ 105,269.00	$ 75,000.00	$ 180,269.00
Tax Appraisal Services	10-513-6210	$ 45,000.00	$ 7,000.00	$ 52,000.00

Net Changes: Finance Director left after 16 years of service. Pay out for Finance Director was unexpected. A part-time staff accountant was hired to help with auditor journal entiers. More appraisal fees than anticipated.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
City Secretary				
Social Security/Medicare	10-516-1020	$ 6,508.00	$ 600.00	$ 7,108.00
TMRS	10-516-1030	$ 7,725.00	$ 600.00	$ 8,325.00
City Secretary	10-516-1110	$ 84,000.00	$ 8,000.00	$ 92,000.00
Maintenance Agreements	10-516-6540	$ 5,350.00	$ 5,725.00	$ 11,075.00

Net Changes: City Secretary left. Pay out for City Secretary was unexpected. Peak system purchase.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Legal				
Legal Services	10-518-6120	$ 405,000.00	$ 100,000.00	$ 505,000.00

Net Changes: There have been grievance investgations. More employment law assistance was needed. Attorney services to get WTP 3 land back. Switched law firms so had double billing for a bit.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Police Department				
Overtime	10-520-1274	$ 30,000.00	$ 70,000.00	$ 100,000.00
Uniforms	10-520-4100	$ 7,500.00	$ 5,000.00	$ 12,500.00
Travel	10-520-4200	$ 6,000.00	$ 5,000.00	$ 11,000.00

Net Changes: Overtime due to events and having more polce presence. More officers have been hired as we try to get and stay fully staffted so we have had to buy more uniforms for them. More officers also means more training. We are also sending all of our officers to more training and classes.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Solid Waste				
Rental/Lease	10-531-4570	$ 2,500.00	$ 10,000.00	$ 12,500.00

Net Changes: Our chipper broke and we have had to rental a chipper for all the limbs that are being brought to the green center.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Building Maintenance				
City Hall Remodeling Expenses	10-532-6600	$ 2,000.00	$ 12,000.00	$ 14,000.00

Net Changes: City hall was over crouded. We had to get one of the meeting rooms converted into 2 offices.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Library				
Assistant Librarians	10-545-1130	$ 113,179.00	$ 10,000.00	$ 123,179.00
Maintenance & Repairs	10-545-4700	$ 6,000.00	$ 30,000.00	$ 36,000.00

Net Changes: One of our librarians left and has a pay out as well as the programs have really taken off and required more staffing. The library's AC units went out and need to be replaced. That was a large unexpected expense.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Water Plant Three				
Bulk Water	30-569-6430	$ 85,000.00	$ 30,000.00	$ 115,000.00

Net Changes: People used more water than we expected. This is a hard thing to predict sometimes.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Wastewater Treatment Plant				
Overtime	30-575-1274	$ 6,000.00	$ 15,000.00	$ 21,000.00
Maintenance & Repairs	30-575-4700	$ 50,000.00	$ 75,000.00	$ 125,000.00
Disposal Service	30-575-6600	$ 70,000.00	$ 40,000.00	$ 110,000.00

Net Changes: When there are issues plant operators have to be on site untill issues are resolved, sometimes that can create a lot of overtime. The wastewater plant has had some major issues and needed to be repaired ASAP. The wastewater plant has been being pressed a lot more as of recently. It is creating a lot of sludge to be hauled off.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Capital Improvement				
Bond Issuance Cost	40-580-6991	$ -	$ 286,000.00	$ 286,000.00

Net Changes: Costs associated with CO bond.

Department	Account Number	Current Budget	Amending to Add or Subtract	Ending Budget
Park Fund				
Miscellaneous Expense	43-560-4750	$ -	$ 1,500.00	$ 1,500.00

Net Changes: Marshalls Harbor Parkland Dedication

AGENDA ITEM NO. 18

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: September 19, 2024

SUBMITTED BY: Tracie Hlavinka, City Manager

SUBJECT: Discussion, consideration and possible action regarding the FY2024-2025 City Council Work Plan.

BACKGROUND: The City Council held a Strategic Planning meeting on February 24, 2024. During that meeting, the City Council decided on goals and objectives for the coming fiscal year. The Council also discussed the number of goals they wanted to include in the Work Plan and directed the City Manager to consolidate some from the previous year.

FINDINGS: The purpose of this Work Plan is to assist staff and the City Council in establishing priorities for the fiscal year while promoting transparency to the public. This document is updated periodically to provide the Council with an overview of project progress and completed tasks. The goals were originally discussed at the February 24th meeting, with the Council reaching a consensus to maintain the same goals. The specific objectives are drawn from Council discussions, budget allocations, and departmental expectations.

The Work Plan document is included with this agenda item.

FINANCIAL IMPACT: There is no financial impact.

ATTACHMENTS:
Lago Vista - Work Plan 2025.pdf

City Council Work Plans

FY2025 Goals and Objectives

City Council Vision Statement

To be a diverse City of Choice for businesses and residents alike as a result of our location, natural resources, culture, and educational opportunities.

Goal #1:

Protect the quality of life for Lago Vista residents by maintaining a safe, clean and attractive community while providing sustainable conservation and smart growth.

Objectives:

A. Implement and review progress on the 2024-2029 Capital Improvement Plan.
1. Golf Course Safety Items
2. Sunset Park East Driveway Entrance
3. Street Rehabilitation Program
4. Engineering for the New 500,000-gallon Elevated Storage Tank
5. Engineering for the Water Treatment Plant #3 Upgrade
6. Engineering for New Talon Hydro Tank
7. Construction of Effluent Pond #17 Rehab, Effluent Pond #2 Upgrade
8. Construction of Golf Course Effluent Irrigation
9. Engineering for Wastewater Upgrade to 1.5 MGD with Type2 Treatment

B. Begin implementation of the updated Comprehensive Plan and Future Land Use Map.
C. Start executing projects outlined in the Master Park Plan.
D. Implement recommendations from the completed Traffic Safety Analysis.
E. Continue review and potential reversal of dormant Planned Development Districts.
F. Launch the first Civic Academy in early summer.
G. Conduct a comprehensive review of all water and wastewater infrastructure to identify future rehabilitation needs.
H. Continue collaborative efforts to share knowledge, experience, tools, and equipment, when possible, to elevate partnerships among jurisdictions pertaining to water and wastewater operations and systems.
I. Initiate a child protection training program with TrainRight.
J. Implement the first Citizens' Police Academy.
K. Prioritize water conservation efforts across all park facilities owned by the City of Lago Vista, including developing water-efficient landscaping, installing smart irrigation systems and water-saving features when possible, and creating educational signage in parks to promote water conservation awareness.

Goal #2:

Continue collaborative efforts with ESD, North Lake Travis Chamber of Commerce, Lago Vista ISD, Lago Vista Property Owners Association, Rusty Allen Airport Property Owners Association, and other state and federal entities.

Objectives:

A. Establish a formal quarterly meeting schedule with the Travis County Fire Chief to enhance coordination efforts.
B. Establish formal monthly meetings with Lago Vista Independent School District for ongoing collaboration on security, traffic control, and community development.
C. Continue advocating for safety improvements on 1431 and explore potential joint initiatives with neighboring jurisdictions.
D. Collaborate with the Parks and Recreation Advisory Committee to develop a multi-year plan for creating and maintaining pocket parks.
E. Update the Lago Vista ISD Facility Maintenance and Accessibility Agreement between LVISD and the City of Lago Vista to develop clear guidelines for shared facility use and maintenance responsibilities, and to ensure its relevance and effectiveness

Goal #3:

Enhance efficiency and effectiveness of the organization through transparency and a quality workplace for employees.

Objectives:

A. Initiate a feasibility study to provide architecture and engineering services for City Hall and Library.
B. Implement and evaluate the effectiveness of staff comradery initiatives.
C. Maintain GFOAT Budget Award status and implement any suggested improvements.
D. Maintain State Comptroller Transparency Award status and strive for the highest level of recognition.
E. Analyze trends from annual employee surveys and develop action plans to address key findings.
F. Refine and expand Department Performance metrics to drive continuous improvement.
G. Evaluate and enhance the Employee Appreciation Program based on feedback and best practices.
H. Research how AI can enhance staff efficiency.
I. Continue to implement Customer Service Assessments for the public to provide feedback on staff performance.

Goal #4

Enhance the image of Lago Vista as a great place to live and work.

Objectives:

A. Replace 80 aging computers that have reached the end of their life cycle and upgrade older systems to support the latest operating systems.
B. Expand the use of the OpenGov portal and provide training session for residents on how to access and interpret city data.
C. Develop a content strategy for the digital signage along Lohman Ford Road and 1431 to maximize its effectiveness.
D. Complete Texas Police Chief's Association Accreditation Program.
E. Analyze usage data of the "Notify Me" system and FAQ section on the city website to improve communication effectiveness.
F. Conduct a user satisfaction survey for the Camino software permitting and licensing system and implement improvements based on feedback.
G. Police Department will conduct at least 7 community events with varying themes, at different times, to reach a substantial portion of our community.