AGENDA

CITY OF TAYLOR, TEXAS
CITY COUNCIL MEETING
CITY HALL, COUNCIL CHAMBERS, 400 PORTER STREET

FEBRUARY 13, 2020, 6:00 P.M.

CALL TO ORDER AND DECLARE A QUORUM

INVOCATION

PLEDGE OF ALLEGIANCE

RECOGNITIONS/PROCLAMATIONS

1. Recognition of October Car Show

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Registration forms are available at the sign in table. Public comments are limited to 3 minutes.)

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. The Mayor or any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

2. Approve minutes from January 23, 2020. (Dianna Barker)
3. Concur with preliminary financials for December 2019. (Jeff Wood)
4. Consider Ordinance 2020-02, quarterly budget amendment. (Jeff Wood)
5. Authorization to apply for and if awarded accept a Grant for the position of Victim Services Coordinator. (Chief Fluck)
6. Consider approving Resolution R20-06 authorizing the resale of property held in trust by the City of Taylor to Habitat for Humanity of Williamson County. (Tom Yantis)
7. Consider FY2020/2021 Budget calendar. (Jeff Wood)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

8. Receive update regarding the upcoming 2020 Census and the formation of a 2020 Complete Count Committee for Taylor. (Jeff Jenkins)
9. Receive Taylor Chamber of Commerce Quarterly Report for October – December 2019. (Tia Stone)
10. Receive update on emergency repairs of Bull Branch sewer line and CR398 water line. (Jim Gray/Jacob Walker)
11. Consider proposal from SEC Planning for professional design services for the Taylor Regional Park/Doak Street Park project. (Larry Foos)
12. Consider authorizing the City Manager to execute contracts for consulting services for the Comprehensive Plan and Impact Fee Study. (Tom Yantis)
13. Discussion and possible action to appoint the members of the Comprehensive Plan Advisory Committee (Tom Yantis)

The City Council may take action on any executive session item listed on this agenda after they reconvene into regular session.

Executive Session I. The Taylor City Council will conduct a closed executive meeting under Section 551.071 of the Texas Government Code in order to meet with its City Attorney on a matter in which the duty of the Attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas authorize and allow such a closed meeting and which Rules conflict with the Texas Open Meetings Act.

a. Petition by Robert M. Tiemann and Carrie Parker Tiemann for the creation of one or more municipal utility districts in the City of Taylor's extraterritorial jurisdiction.

ADJOURN

The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act including: Section 551.071 (Consult with attorney); Section 551.072 (Real Property); Section 551.073 (Gifts and Donations); Section 551.074 (Personnel Matters); Section 551.076 (Security Devices); and Section 551.087 (Economic Development). I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 p.m. on February 10, 2020 and remained posted for at least 72 hours continuously before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

In compliance with the ADA the City Hall and Council Chambers is wheelchair accessible. Reasonable accommodations will be provided for persons attending city council meetings in need of special assistance. Please contact the City Clerk at least 24 hours prior to the meeting for special assistance.

Posted By: Dianna Barker Date 2-10-2020

Dianna Barker, City Clerk

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

Agenda Item #: 1

Agenda Title: **Car Show presentation of checks from proceeds of the 2019 Main Street Car Show**

Council Action to be taken: Receive presentation

Department Submitted: Main Street Manager

Staff Contact: Jan Harris, Main Street Manager/Brad Duncan

1. PURPOSE/DESCRIPTION

To present checks to the following two organizations: Taylor Fire Department to assist in the restoration efforts of the 1916 American LaFrance Fire Truck, and Taylor's Meals on Wheels Program which feeds approximately 140 Taylor residents.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Car Show began in 2013.

3. STAFF ANALYSIS (How and Why)

Main Street Car Show is a joint venture of the City of Taylor and a group of individuals who make up the Main Street Car Show Committee. Each year the event raises funds to benefit local charities. The 2019 Car Show was held on Saturday, October 26, 2019.

4. RECOMMENDATION

N/A

5. FUNDING SOURCE

Total amount of donations and reimbursements from this event:	$28,535.00
Expenditures:	$14,401.00
	$14,133.00

$14, 133 to be divided equally between the Taylor Fire Department and Taylor Meals on Wheels

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

1a. Power Point

Taylor Main Street Car Show & Festival 2019

Summary for Council: February 13, 2020

~ '19 In Review~

-

- First use of Heritage Square stage
- Tremendous public rally and sponsor support
- 550+ showcased vehicles
- Estimated 4000+ attendees
- 20+ food and craft vendors
- 5 live bands (+Elvis)
- 50+ day of event volunteers /TFD/TPD/Public Works/Staff

~ '19 Differentiators~

- Successful committee sponsorship drive
- Tremendous public support
- Cautious expense management
- Dedicated volunteer committee and City of Taylor staff
- Increased registration numbers and fee
- New Heritage Square and stage
- Exceptional cooperation from City of Taylor and staff within a very condensed timeline

~ '19 Results~

Net proceeds after expenses: **$14,133**

50% Awarded to Taylor Fire Department's 1916 American Lafrance Fire truck restoration efforts

{accepted by Bobby Copeland; Fire Marshal / Assistant Fire Chief}

50% Awarded to Taylor's Meals on Wheels Program to assist with feeding approx. 140 Taylor residents participating

{accepted by *LaTuan Williams; Site Director /* Senior Nutrition, Meals On Wheels}

~ ‘19 VOLUNTEER Committee~

Shannon Bagent- Performance Stage / Operations

Ian Davis- Marketing / Social Media

Brad Duncan- 2019 Chair

Robert Garcia- Support, Promotion and day-of-event

Derek Hilla- Entertainment Coordination

Julie Rydell- Graphic Arts, Promotion and day-of-event

Jeff Snyder – Founder- Promotion, Sponsorship, day-of-event

Jo Snyder- Founder- Promotion, Registration, day-of event

Ryan Davenport- Day-of-event, Vendor Area

Taylor Main Street Car Show 2019

<u>THANK YOU!!!</u>

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☐ Economic Vitality

Agenda Item #: 2

Agenda Title: **Approve minutes from the January 23, 2020 regular Council meeting.**

Council Action to be taken: Approve by consent or approve with corrections if needed

Department Submitted: City Clerk

Staff Contact: Dianna Barker

1. PURPOSE/DESCRIPTION

Pursuant to the Open Meetings Law, Chapter 551, Local Government Code and in accordance with the authority contained in Section 551.021 and the City Charter, the Minutes of each City Council meeting must be recorded, compiled and approved by the City Council in subsequent meetings. The purpose of this item is to conform to these legal requirements.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

N/A

3. STAFF ANALYSIS (How and Why)

N/A

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

2a. January 23, 2020 minutes

City of Taylor
Regular City Council Meeting
Taylor City Hall, Council Chambers, 400 Porter Street
January 23, 2020 at 6:00 p.m.

Mayor Brandt Rydell declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Mayor Pro-Tem Dwayne Ariola
Council Member Robert Garcia
Council Member Mitch Drummond
Council Member Gerald Anderson

Brian LaBorde, City Manager
Mark Schroeder, Assistant City Attorney
Dianna Barker, City Clerk

INVOCATION – Father Alberto gave the invocation.

PLEDGE OF ALLEGIANCE

PROCLAMATIONS/RECOGNITIONS

1. **Taylor Jr. High and High School Cheerleaders recognition for qualifying for UCA National competition.**
   Councilmember Garcia read and presented the Taylor Jr. High Cheerleaders with a recognition. Councilmember Anderson read and presented the Taylor High School Cheerleaders with a recognition.

CITIZENS COMMUNICATION

Jesse Ramos, 601 W. MLK Blvd. - concerned about condition of MLK Street; requested street get major repairs.

Lola Bell, 512 W. 2nd St. - concerned about the homelessness in Taylor and would like to be part of the solution to the problem; asked Council to find a place to house the homeless.

BOARDS & COMMISSION PRESENTATION

2. **Update from Main Street Advisory Board.**
   Jan Harris, Main Street Manager – presented a brief presentation on the responsibilities of the Main Street Board, new businesses in downtown, restoration projects downtown, and Main Street special events.

CONSENT AGENDA

3. **Approve minutes from January 9, 2020.**
4. **Consider Ordinance 2020-01, designating additional staff to accept candidate applications in the absence of the City Clerk.**
5. **Consider Resolution R20-04 calling an election on May 2, 2020 to elect one Council Member At-Large.**
6. **Consider Resolution R20-05, calling an election on May 2, 2020 to consider various Charter amendments.**
7. **Approve Contract Amendment with Nationwide for Roth Amendment Adoption and Professional Investment Management Option.**
8. **Acceptance of Subdivision Infrastructure from the Avery Glen Subdivision, Phase 2.**

Motion was made by Councilmember Garcia to approve the consent agenda items as presented. Motion was seconded by Councilmember Drummond. Motion carried unanimously.

PUBLIC HEARING/ORDINANCES

9. **Consider introducing Ordinance 2020-02, quarterly budget amendment.**
Jeff Wood, Finance Director – introduced Ordinance 2020-02 which amends the 1st quarter of FY2020 budget. This amendment reallocates funds to specific accounts to properly account for the spending of those funds.

The City Attorney read the caption of the ordinance.

ORDINANCE NO. 2020-02

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS AMENDING ORDINANCE NO. 2019-22 ADOPTED ON SEPTEMBER 12, 2019, MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; BY AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AND OTHER CITY FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING EXPENSES AND CAPITAL OUTLAY AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY.

This is the first reading. No action was taken.

10. **Hold a public hearing and consider introducing Ordinance 2020-03, re-zoning approximately 0.547 acres located at 1003 T.H. Johnson Drive.**
Tom Yantis, Development Services Director – Ordinance 2020-03 re-zones 1003 T.H. Johnson Dr. from R-1 to B-1 so as to continue an existing medical business in a residentially zoned district. Planning &Zoning Commission unanimously recommends denial of the rezoning.

Dr. Clyde Smith, 1003 T.H. Johnson Dr. – explained some procedures he does in his home. Dr. Smith is not interested in a zoning change but would prefer a variance to the ordinance to continue to provide medical care to the community out of his home.

Mayor Rydell opened the public hearing at 6:59pm.
Shari Walbrook, nurse for Dr. Smith - Spoke in favor of continuing to allow the business.
With no one else appearing, the public hearing was closed at 7:03pm.

Motion was made by Councilmember Garcia to accept the P&Z recommendation for disapproval of the rezoning of 1003 T.H. Johnson from R-1 to B-1. Motion seconded by Councilmember Drummond. Motion carried unanimously.

Council took a break at 7:15pm.
Council reconvened at 7:21pm.

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

11. **Receive update on CARTS services in Taylor.**
    Dave Marsh, CARTS – gave a brief presentation on the transportation services provided by CARTS.

    Motion was made by Councilmember Drummond to receive the CARTS update as presented. Motion was seconded by Mayor Pro-Tem Ariola. Motion carried unanimously.

12. **Receive 2019 Compensation Study update and analysis for the FY 2020-21 budget process.**
    Brian LaBorde, City Manager - Staff received some questions from an outside party on this issue that need to be researched.

    Motion was made by Councilmember Garcia to table this item to a subsequent meeting. Motion was seconded by Mayor Pro-Tem Ariola. Motion carried unanimously.

13. **Update on Cemetery workplan.**
    Jim Gray, Public Works Director – gave a brief presentation on the Cemetery operations, maintenance, and funding.

    Motion was made by Councilmember Garcia to receive the Cemetery update as presented. Motion was seconded by Councilmember Drummond. Motion carried unanimously.

14. **Update on existing and current Master Plans, Studies, and Models.**
    Tom Yantis, Development Services Director – gave a presentation to provide Council with an update on the status of several master planning projects that are currently underway or soon to start, to include the Comprehensive Plan, Water and Wastewater Master Plans, Drainage Master Plan, Water, Wastewater and Transportation Impact Fee Study, and Community Parks Master Plans.

    Motion was made by Councilmember Anderson to receive the Master Plan updates as presented. Motion was seconded by Councilmember Garcia. Motion carried unanimously.

15. **Receive update on Valero quality of life projects and schedule from Place Designers.**
    Larry Foos, Parks & Recreation Director – gave a presentation on updating the Council on the Valero quality of life projects. Valero supports the completion of the 7 projects previously chosen by City Council.
    Philip Wanke, Place Designers – gave a presentation on their area of focus of the 7 projects; restroom location at Robinson Park, and basketball lighting at Robinson Park and Skate Park.

    Motion was made by Councilmember Garcia to receive the Valero quality of life projects as presented. Motion was seconded by Councilmember Drummond. Motion carried unanimously.

Mayor Rydell read the executive session meeting announcement and adjourned into executive session at 8:28p.m.

Executive Session I. The Taylor City Council will conduct a closed executive meeting under Section 551.072 of the Texas Government Code, to conduct deliberations regarding the purchase, exchange, lease, or value of real property.

a. Justice Center

The Council reconvened into regular session at 8:53p.m.

No action taken.

ADJOURN

With no further business Mayor Rydell declared the meeting adjourned at 8:53p.m.

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Brandt Rydell, Mayor

ATTEST:

____

Dianna Barker, City Clerk

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☐ Quality of Life

☒ Economic Vitality

Agenda Item #: 3

Agenda Title: **Concur with Preliminary Financials for December 2019**

Council Action to be taken: Approve by Consent

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

Article 12, Section 12.3 of the City of Taylor's Charter states in part that the City Manager shall prepare and submit to the City Council a written monthly financial report that is in a form satisfactory with the City Council. This report is intended to satisfy the Charter requirement.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Council has approved previous monthly financial reports by consent.

3. STAFF ANALYSIS (How and Why)

The following provides a brief overview on the preliminary status and/or activity of the major funds or groups of funds as of December 31, 2019:

General Fund:

The General Fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, culture and recreation, and community development.

- Revenues in the General Fund are up by $707,792 or 15.12% over last year's fiscal year-to-date. The majority of revenue collected in December was received through property tax and sales tax, as well as our quarterly inter-fund transfers. Revenues collected is reported at 36.33% of the budget.

- Property tax collections amount to $3,488,184 through December. This is an increase of $324,767 over this same time last year. The timing of individual tax payments can vary year-over-year so comparisons to previous years should keep such fluctuations in mind.

- The City's portion of the sales taxes collections were $901,967 through December, up by $44,622 or 5.20% when compared to this same time last year. Sales tax collections continue to trend upward but can vary due to seasonal or economic factors.

- Expenditures in the General Fund are up by $387,052 or 12.09% compared to last year's expenses fiscal year-to-date. Increases over the prior year include planned adjustments to base items that were added to the budget by various departments within the General Fund. Expenditures of 25.70% of budget are at an acceptable level year-to-date when compared to budgeted amounts and considering the first couple of months of the fiscal year are usually higher spend months.

Special Revenue Funds;

The City accounts for resources restricted to, or designated for, specific purposes in special revenue funds.

- The TIF Fund will not receive the annual transfer in from the City and the County for the captured taxes collected in the district until the spring. The only other activity reported for revenue is earned interest income of $3,001. The TIF funds that are being invested can be found in the monthly investment report. The current expenditures for this fiscal year are related to the gateway signage and debt service payments, but additional expenditures in the TIF are anticipated for fire suppression and façade grants.

PLEASE NOTE THE CHANGE IN HOT REPORTING METHODOLOGY

- Hotel Occupancy Tax collections from the six lodging providers are recorded monthly, but the 380 Agreement payment is distributed quarterly. Due to this, I am now reporting HOT revenue and expenditures net of the 380 Agreement hotel taxes. This will enable comparison of current collections to previous years. The net numbers are reported here and in the Financial Summary of the report. Gross revenue and expenditures can be found in the Financial Statement by Fund.
  Hotel Occupancy Tax net collections are reported at $22,180 fiscal year-to-date, of which $4,074 was collected in December. December's collection was $1,670 less than December 2018, and year-to-date HOT collections are $2,397 greater than FY2019. January's collections are continuing to trend down and will likely result in net collections YTD being similar to FY2019. The new hotel's market share continues to grow and accounts for approximately 65% of HOT collections. Although the new hotel has had a positive effect on total HOT collections since they opened, the recent data shows that their expanding market share is having a more negative impact on net HOT collections. We anticipated a reduction in HOT revenues in the FY2020 budget, so the trend will bear watching going forward. Expenditures consist of $12,430 as a pass through to the Chamber, $0 for our marketing partnership, and $1,250 as a transfer to the Main Street Fund to be used for advertising.

- Main Street revenues reported during the year are from sales and other fund raising activities such as the Christmas bazar and wine swirl, and also include transfers from other funds. Expenditures are for rental assistance, advertising, city sponsored events, façade grants and Blackland Prairie Days.

- Municipal Court Special Revenues total $2,828, which is 13.82% of budget. Expenditures from this fund are for security work and technology at the Municipal Court.

- Library Donation Fund reflects revenue generated from interest income of $1200. Year-to-date there has been $33 spent on postage and $4,278 spent on books from this fund.

<u>Enterprise Funds:</u>

The City maintains several Enterprise funds, which are used to account for operations that are more reflective of business-type activities. All activities associated with providing such services are accounted for in these funds. Enterprise funds are primarily funded by user charges and fees.

<u>Sanitation Fund</u>

- Revenues from user charges for services in December are reported at $135,473. The City contracts its solid waste collection and expenditures represent the payment to the City's solid waste provider. December's payment to the solid waste provider is estimated at $135,587.

<u>Utility Fund</u>

- Revenues through December totaled $2,553,879, which includes $2,485,279 in charges for service. User charges are up $416,348 compared to the same period last year. Expenditures fiscal year-to-date total $2,445,932 compared to $1,891,739 a year ago. Year-to-year comparisons in the Utility Fund reflect differences in billing and usage, and such differences can be caused by several factors that can vary throughout the year. This should be kept in mind when comparing individual time periods.

- The Utility Fund is operating at acceptable levels when compared to budgeted amounts. Revenues are in line with budgeted amounts for the first quarter of the fiscal year, while expenditures are a little higher than budget.

- Revenues exceed expenditures by $107,947.

<u>Airport Fund</u>

- Revenues consist of airport hangar rental, sale of fuel and interest income. Hangar rental is reported at $56,422 and revenues from fuel sales are $54,197. Total revenues for the current fiscal year are up by $12,277, or 11.92% compared to the previous year.

- Operating expenditures are $117,698 and when compared to last year are up by $24,391. The Airport Fund expenditures are operating at an acceptable level for the first quarter of the fiscal year, but expenditures exceed revenues by $2,445.

Cemetery Fund

- Revenues are reported at $20,362 and are significantly lower than budgeted amounts, and are not sufficient enough to cover expenditures. Revenues are dependent on the number of lots sold and graves dug, and both of these sources can be variable. Expenditures are in line when compared to budgeted amounts.

Other Funds:

- Roadway Impact Fund – There was $2,070 in revenues collected in December. Budgeted expenditures in this fund are related to an impact fee study. Unbudgeted expenditures currently recorded are related to impact fee refunds.

- Transportation Fund - Revenues collected in December are reported at $71,931, with user fees accounting for $66,204. Expenditures are associated with engineering cost and the cost for the work done for street maintenance.

- MDUS - Revenues collected in December are reported at $41,305. Expenditures are related to the administrative fee transfer to the General Fund and debt service payment transfers.

- Utility Impact Fund – There were $19,500 in revenues collected in December. Expenditures are budgeted for the land use study and the impact fee study.

Internal Service Funds:

Internal Service Funds are an accounting device used to accumulate and allocate costs internally amoung the City's various functions. The City uses internal service funds to account for the maintenance and purchase of equipment.

- The Fleet Operating Fund charges rental fees and replacement fees to the various City departments and these fees are used to off-set the expenditures for repairs and maintenance to the City's vehicles. This same concept is applied to the Fleet Replacement Fund for the purpose of purchasing vehicles.

- Expenditures in the Fleet Operating Fund are operating as anticipated.

- The Fleet Replacement Fund reflects expenditures that includes carryovers from the previous year, such as the Fire Pumper truck and associated equipment, and motor vehicles that were ordered last fiscal year but will be received in the current fiscal year. Capital lease payments for purchases are made either monthly, quarterly or annually throughout the year.

4. RECOMMENDATION

Concur with the preliminary monthly financial report by consent

5. FUNDING SOURCE

N/A

6. TIMELINE

Immediate consideration

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

3a. Monthly Financial Report for December 2019:

- **Attachment A:** Preliminary summaries of the total amounts of revenues and expenditures year-to-date.
- **Attachment B:** Preliminary financial summaries for the governmental and proprietary funds. This shows annual budgeted amounts and the year-to-date figures for each fund by the major revenues and expenditures categories.
- **Attachment C:** Checks issued during the month.
- **Attachment D:** Balance sheets for each of the governmental and proprietary funds.
- **Attachment E:** Sales Tax Tracking Report.
- **Attachment F:** Current Monthly Investment Report Issued by Patterson & Associates.

Monthly Finance Report as of :

December 2019

City of Taylor
400 Porter Street
Taylor, TX 76574

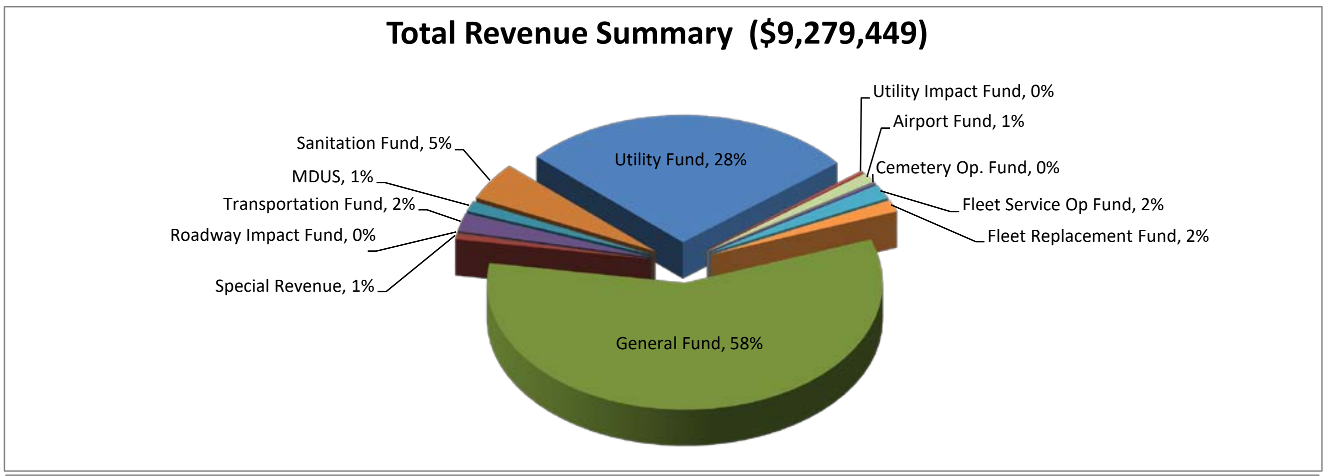
Attachment A

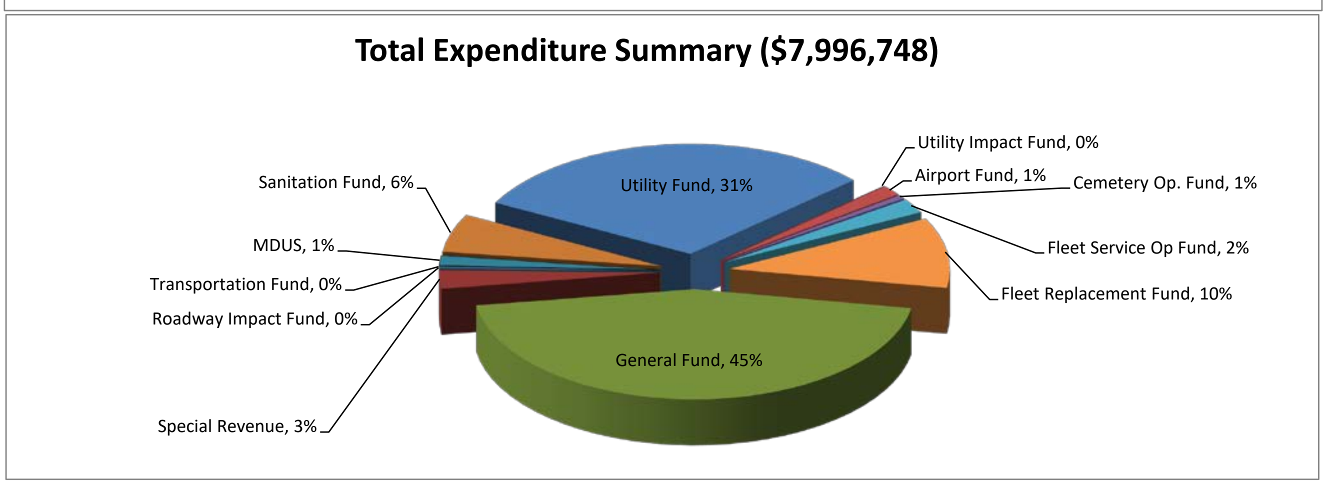
Financial Summary

Summary Revenue/Expenditures
Preliminary Year-to-Date as of December 31, 2019

	Revenue			Expenditures			
	Annual Budget	Actual Y-T-D	% of Budget	Annual Budget	Actual Y-T-D	% of Budget	Surplus/Deficit
General Fund	$ 14,830,304	$ 5,387,733	36%	$ 14,830,304	$ 3,587,351	24%	$ 1,800,382
Special Revenues							
- Tax Increment Fund (TIF)	$ 274,348	$ 3,001	1%	$ 374,500	$ 166,324	44%	(163,324)
- Hotel/Motel Tax*	$ 70,000	$ 22,180	32%	$ 70,000	$ 13,680	20%	8,500
- Main St. Revenue	$ 53,600	$ 37,229	69%	$ 47,500	$ 25,232	53%	11,998
- Municipal Court Sec/Tech	$ 20,464	$ 2,828	14%	$ 38,553	$ 8,213	21%	(5,384)
- Library Grants/Donations	$ 5,650	$ 1,206	21%	$ -	$ 4,311	0%	(3,105)
Special Revenue Subtotal	$ 424,062	$ 66,445	16%	$ 530,553	$ 217,760	41%	(151,315)
Roadway Impact Fund	$ 36,480	$ 3,510	10%	30,000	8,910	30%	(5,400)
Transportation Fund	$ 796,198	$ 216,855	27%	783,442	12,768	2%	204,087
MDUS	$ 500,760	$ 123,769	25%	$ 461,227	116,188	25%	7,581
Sanitation Fund	$ 1,800,000	$ 447,485	25%	$ 1,768,700	$ 449,697	25%	(2,212)
Utility Fund	$ 9,860,700	$ 2,553,879	26%	$ 9,752,944	$ 2,445,932	25%	107,947
Utility Impact Fund	$ 205,000	$ 28,500	14%	125,000	-	0%	28,500
Airport Fund	$ 429,500	$ 115,253	27%	$ 427,328	$ 117,698	28%	(2,445)
Cemetery Op. Fund	$ 212,300	$ 20,362	10%	$ 212,167	$ 45,180	21%	(24,818)
Fleet Service Operating Fund	$ 694,668	$ 173,667	25%	$ 694,668	$ 170,000	24%	3,667
Fleet Replacement Fund	$ 538,922	$ 141,991	26%	$ 538,922	825,263	153%	(683,272)
Total	**$ 30,328,894**	**$ 9,279,449**	**31%**	**$ 30,155,255**	**$ 7,996,748**	**27%**	**$ 1,282,701**

*Net of 380 Agreement





Attachment B

Financial Statements by Fund

General Fund
Special Revenue Funds

- Tax Increment Fund (TIF)
- Hotel Motel Tax
- Main Street Revenue Fund
- Municipal Court Fees Fund
- Library Grant/Donations

Roadway Impact Fund
Transportation Fund
Municipal Utility Drainage Fund
Sanitation Fund
Utility Fund
Utility Impact Fund
Airport Fund
Cemetery Operating Fund
Fleet Services Operating Fund
Fleet Replacement Fund

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

100-GENERAL FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
310-TAXES	11,559,963.00	3,377,699.59	4,469,583.09	38.66	0.00	7,090,379.91
320-PERMITS AND LICENSES	333,308.00	141,728.02	229,356.91	68.81	0.00	103,951.09
330-INTERGOVERNMENTAL REV	126,148.00	29,092.36	30,092.36	23.85	0.00	96,055.64
340-CHARGES FOR SERVICES	291,840.00	18,469.83	55,557.00	19.04	0.00	236,283.00
410-FINES AND FORFEITURES	304,400.00	18,828.86	50,205.40	16.49	0.00	254,194.60
420-ASSESSMENTS	10,500.00	70.58	344.49	3.28	0.00	10,155.51
430-USE OF MONEY AND PROP	235,945.00	12,716.06	56,367.44	23.89	0.00	179,577.56
440-DONATIONS FROM PRIVAT	9,000.00	2,708.34	6,426.21	71.40	0.00	2,573.79
450-INTERFUND OPERATING T	1,959,200.00	489,800.00	489,800.00	25.00	0.00	1,469,400.00
460-PROCEEDS GEN FIXED AS	0.00	0.00	0.00	0.00	0.00	0.00
470-PROCEEDS GEN LONG TER	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	14,830,304.00	4,091,113.64	5,387,732.90	36.33	0.00	9,442,571.10
EXPENDITURE SUMMARY						
500-CITY COUNCIL	164,688.00	7,012.16	44,070.17	26.76	0.00	120,617.83
501-CITY MANAGEMENT	672,574.00	87,110.07	200,009.47	29.74	0.00	472,564.53
503-PUBLIC INFORMATION	170,963.00	9,772.10	37,068.00	21.68	0.00	133,895.00
504-HUMAN RESOURCES	241,256.00	24,436.42	66,689.35	27.64	0.00	174,566.65
512-FINANCIAL SERVICES	582,467.00	60,871.68	162,296.73	27.86	0.00	420,170.27
516-MUNICIPAL COURT	407,379.00	31,186.22	93,408.62	23.20	1,100.00	312,870.38
522-DEVELOPMENT SERVICES	1,043,847.00	74,400.64	239,300.67	23.02	951.87	803,594.46
524-MAIN STREET PROGRAM	113,681.00	6,221.99	16,117.99	14.18	0.00	97,563.01
527-MOODY MUSEUM	7,952.00	452.53	754.95	9.49	0.00	7,197.05
532-PUBLIC LIBRARY	503,138.00	40,183.58	111,141.78	31.99	49,792.00	342,204.22
542-FIRE SUPPRESSION/EMER	2,617,355.00	168,036.39	606,778.17	23.72	14,116.14	1,996,460.69
552-POLICE FIELD SERVICES	3,912,922.00	294,285.36	973,304.42	25.14	10,427.66	2,929,189.92
558-ANIMAL CONTROL SECTIO	224,561.00	11,897.44	46,079.89	20.52	0.00	178,481.11
563-STREET & GROUND MAIN	1,674,223.00	98,682.34	429,618.21	26.10	7,301.22	1,237,303.57
565-PARKS & RECREATION	1,023,713.00	130,683.48	297,238.79	42.71	140,001.57	586,472.64
566-INTERNAL SVCS/BLDG	501,225.00	37,044.70	119,338.00	23.81	0.00	381,887.00
573-ENGINEERING & INSPECT	150,750.00	13,799.73	37,013.34	24.55	0.00	113,736.66
575-INTERNAL SVC/IT DEPT	218,882.00	28,738.84	58,880.11	26.90	0.00	160,001.89
592-NON-DEPARTMENTAL	598,728.00	4,869.13	48,242.46	8.06	0.00	550,485.54
*** TOTAL EXPENDITURES ***	14,830,304.00	1,129,684.80	3,587,351.12	25.70	223,690.46	11,019,262.42
*** TOTAL PROFIT / (LOSS) ***	0.00	2,961,428.84	1,800,381.78	0.00	(223,690.46)	(1,576,691.32)

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

119-TIF (TAX INCREMENT FUND)
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
310-TAXES	168,348.00	0.00	0.00	0.00	0.00	168,348.00
330-INTERGOVERNMENTAL REV	98,000.00	0.00	0.00	0.00	0.00	98,000.00
430-USE OF MONEY AND PROP	8,000.00	945.48	3,000.58	37.51	0.00	4,999.42
*** TOTAL REVENUES ***	274,348.00	945.48	3,000.58	1.09	0.00	271,347.42
EXPENDITURE SUMMARY						
520-TIF EXPENSES	374,500.00	89,884.05	166,324.33	44.41	0.00	208,175.67
*** TOTAL EXPENDITURES ***	374,500.00	89,884.05	166,324.33	44.41	0.00	208,175.67
*** TOTAL PROFIT / (LOSS) ***	(100,152.00)	(88,938.57)	(163,323.75)	163.08	0.00	63,171.75

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

120-HOTEL/MOTEL FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
310-TAXES	70,000.00	14,237.40	52,031.01	74.33	0.00	17,968.99
420-ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	70,000.00	14,237.40	52,031.01	74.33	0.00	17,968.99
EXPENDITURE SUMMARY						
612-HOTEL/MOTEL TAX	70,000.00	7,224.45	23,744.09	33.92	0.00	46,255.91
*** TOTAL EXPENDITURES ***	70,000.00	7,224.45	23,744.09	33.92	0.00	46,255.91
*** TOTAL PROFIT / (LOSS) ***	0.00	7,012.95	28,286.92	0.00	0.00	(28,286.92)

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

123-MAIN STREET REVENUE FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVAT	24,000.00	6,294.30	29,829.30	124.29	0.00	(5,829.30)
450-INTERFUND OPERATING T	29,600.00	7,400.00	7,400.00	25.00	0.00	22,200.00
*** TOTAL REVENUES ***	53,600.00	13,694.30	37,229.30	69.46	0.00	16,370.70
EXPENDITURE SUMMARY						
615-CONTRIBUTE TO CIVIC P	47,500.00	6,682.25	25,231.50	53.12	0.00	22,268.50
*** TOTAL EXPENDITURES ***	47,500.00	6,682.25	25,231.50	53.12	0.00	22,268.50
*** TOTAL PROFIT / (LOSS) ***	6,100.00	7,012.05	11,997.80	196.69	0.00	(5,897.80)

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

125-MUNICIPAL CRT SPECIAL FEE
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
410-FINES AND FORFEITURES	20,464.00	975.50	2,828.41	13.82	0.00	17,635.59
450-INTERFUND OPERATING T	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	20,464.00	975.50	2,828.41	13.82	0.00	17,635.59
EXPENDITURE SUMMARY						
625-MUNICIPAL COURT BLDG	10,082.00	0.00	1,455.58	14.44	0.00	8,626.42
626-MUNICIPAL CRT TECHNO	28,471.00	6,757.21	6,757.21	26.35	743.67	20,970.12
627-MUN COURT JUDICIAL	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	38,553.00	6,757.21	8,212.79	23.23	743.67	29,596.54
*** TOTAL PROFIT / (LOSS) ***	(18,089.00)	(5,781.71)	(5,384.38)	33.88	(743.67)	(11,960.95)

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

129-LIBRARY GRANT/DONATION
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	1,150.00	0.00	0.00	0.00	0.00	1,150.00
430-USE OF MONEY AND PROP	4,500.00	377.56	1,200.38	26.68	0.00	3,299.62
440-DONATIONS FROM PRIVAT	0.00	6.00	6.00	0.00	0.00	(6.00)
*** TOTAL REVENUES ***	5,650.00	383.56	1,206.38	21.35	0.00	4,443.62
EXPENDITURE SUMMARY						
624-LIBRARY	0.00	3,000.00	4,311.40	0.00	0.00	(4,311.40)
*** TOTAL EXPENDITURES ***	0.00	3,000.00	4,311.40	0.00	0.00	(4,311.40)
*** TOTAL PROFIT / (LOSS) ***	5,650.00	(2,616.44)	(3,105.02)	54.96-	0.00	8,755.02

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

200-ROADWAY IMPACT FEE FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
420-ASSESSMENTS	36,480.00	2,070.00	3,510.00	9.62	0.00	32,970.00
*** TOTAL REVENUES ***	36,480.00	2,070.00	3,510.00	9.62	0.00	32,970.00
EXPENDITURE SUMMARY						
631-ROADWAY IMPACT FEE	30,000.00	8,910.00	8,910.00	29.70	0.00	21,090.00
*** TOTAL EXPENDITURES ***	30,000.00	8,910.00	8,910.00	29.70	0.00	21,090.00
*** TOTAL PROFIT / (LOSS) ***	6,480.00	(6,840.00)	(5,400.00)	83.33-	0.00	11,880.00

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

210-TRANSPORTATION FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
340-CHARGES FOR SERVICES	793,698.00	66,204.35	198,646.91	25.03	0.00	595,051.09
430-USE OF MONEY AND PROP	2,500.00	5,727.03	18,207.88	728.32	0.00	(15,707.88)
470-PROCEEDS GEN LONG TER	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	796,198.00	71,931.38	216,854.79	27.24	0.00	579,343.21
EXPENDITURE SUMMARY						
632-TRANSPORTATION	783,442.04	4,416.49	12,768.16	3.96	18,285.00	752,388.88
*** TOTAL EXPENDITURES ***	783,442.04	4,416.49	12,768.16	3.96	18,285.00	752,388.88
*** TOTAL PROFIT / (LOSS) ***	12,755.96	67,514.89	204,086.63	456.59	(18,285.00)	(173,045.67)

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

300-MUNICIPAL DRAINAGE UTILIT
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES	500,760.00	41,304.66	123,769.25	24.72	0.00	376,990.75
430-USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS	0.00	0.00	0.00	0.00	0.00	0.00
470-PROCEEDS GEN LONG TER	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	500,760.00	41,304.66	123,769.25	24.72	0.00	376,990.75
EXPENDITURE SUMMARY						
750-MUNICIPAL DRAINAGE	461,226.88	116,187.92	116,187.92	25.19	0.00	345,038.96
*** TOTAL EXPENDITURES ***	461,226.88	116,187.92	116,187.92	25.19	0.00	345,038.96
*** TOTAL PROFIT / (LOSS) ***	39,533.12	(74,883.26)	7,581.33	19.18	0.00	31,951.79

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

320-SANITATION FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
310-TAXES	250,000.00	13,352.67	40,158.76	16.06	0.00	209,841.24
340-CHARGES FOR SERVICES	1,550,000.00	135,473.10	407,326.04	26.28	0.00	1,142,673.96
*** TOTAL REVENUES ***	1,800,000.00	148,825.77	447,484.80	24.86	0.00	1,352,515.20
EXPENDITURE SUMMARY						
721-SANITATION/GARBAGE	1,768,700.00	314,980.26	449,697.13	25.43	0.00	1,319,002.87
*** TOTAL EXPENDITURES ***	1,768,700.00	314,980.26	449,697.13	25.43	0.00	1,319,002.87
*** TOTAL PROFIT / (LOSS) ***	31,300.00	(166,154.49)	(2,212.33)	7.07-	0.00	33,512.33

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

340-PUBLIC UTILITIES FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
320-PERMITS AND LICENSES	1,200.00	0.00	0.00	0.00	0.00	1,200.00
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES	9,683,000.00	767,998.33	2,485,278.79	25.67	0.00	7,197,721.21
420-ASSESSMENTS	52,000.00	11,156.00	14,174.00	27.26	0.00	37,826.00
430-USE OF MONEY AND PROP	123,500.00	21,074.68	53,834.12	43.59	0.00	69,665.88
450-INTERFUND OPERATING T	0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS	1,000.00	197.44	592.32	59.23	0.00	407.68
470-PROCEEDS GEN LONG TER	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	9,860,700.00	800,426.45	2,553,879.23	25.90	0.00	7,306,820.77
EXPENDITURE SUMMARY						
701-UTILITIES ADMINISTRAT	480,633.00	45,621.07	120,478.03	26.17	5,313.46	354,841.51
706-WASTEWATER TREATMENT	674,273.00	31,786.85	118,459.56	18.09	3,492.00	552,321.44
708-UTILITY DISTRIBUTION/	1,563,268.00	213,775.42	551,227.32	41.24	93,432.17	918,608.51
709-UTILITIES NON-DEPARTM	7,034,769.97	1,256,522.04	1,655,767.27	23.54	0.00	5,379,002.70
*** TOTAL EXPENDITURES ***	9,752,943.97	1,547,705.38	2,445,932.18	26.13	102,237.63	7,204,774.16
*** TOTAL PROFIT / (LOSS) ***	107,756.03	(747,278.93)	107,947.05	5.30	(102,237.63)	102,046.61

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

345-UTILITY IMPACT FEE FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
340-CHARGES FOR SERVICES	205,000.00	19,500.00	28,500.00	13.90	0.00	176,500.00
*** TOTAL REVENUES ***	205,000.00	19,500.00	28,500.00	13.90	0.00	176,500.00
EXPENDITURE SUMMARY						
592-NON-DEPARTMENTAL	125,000.00	0.00	0.00	0.00	0.00	125,000.00
*** TOTAL EXPENDITURES ***	125,000.00	0.00	0.00	0.00	0.00	125,000.00
*** TOTAL PROFIT / (LOSS) ***	80,000.00	19,500.00	28,500.00	35.63	0.00	51,500.00

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

350-AIRPORT FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	4,000.00	0.00	0.00	0.00	0.00	4,000.00
340-CHARGES FOR SERVICES	410,500.00	36,002.06	110,801.74	26.99	0.00	299,698.26
420-ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	15,000.00	1,402.66	4,451.38	29.68	0.00	10,548.62
440-DONATIONS FROM PRIVAT	0.00	0.00	0.00	0.00	0.00	0.00
450-INTERFUND OPERATING T	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	429,500.00	37,404.72	115,253.12	26.83	0.00	314,246.88
EXPENDITURE SUMMARY						
732-AIRPORT OPERATIONS DE	427,328.00	56,027.56	117,698.45	27.54	0.00	309,629.55
*** TOTAL EXPENDITURES ***	427,328.00	56,027.56	117,698.45	27.54	0.00	309,629.55
*** TOTAL PROFIT / (LOSS) ***	2,172.00	(18,622.84)	(2,445.33)	112.58-	0.00	4,617.33

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

370-CEMETERY OPERATING FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES	107,000.00	3,895.00	9,003.00	8.41	0.00	97,997.00
430-USE OF MONEY AND PROP	4,300.00	135.00	190.00	4.42	0.00	4,110.00
440-DONATIONS FROM PRIVAT	0.00	0.00	0.00	0.00	0.00	0.00
450-INTERFUND OPERATING T	15,000.00	5,435.28	5,435.28	36.24	0.00	9,564.72
460-PROCEEDS GEN FIXED AS	86,000.00	5,268.60	5,733.90	6.67	0.00	80,266.10
*** TOTAL REVENUES ***	212,300.00	14,733.88	20,362.18	9.59	0.00	191,937.82
EXPENDITURE SUMMARY						
761-CEMETERY OPERATING DE	212,167.00	10,604.84	45,179.85	21.29	0.00	166,987.15
*** TOTAL EXPENDITURES ***	212,167.00	10,604.84	45,179.85	21.29	0.00	166,987.15
*** TOTAL PROFIT / (LOSS) ***	133.00	4,129.04	(24,817.67)	659.90-	0.00	24,950.67

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

382-FLEET SERVICES OPERATING
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
340-CHARGES FOR SERVICES	694,668.00	(57,620.00)	173,667.00	25.00	0.00	521,001.00
420-ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
450-INTERFUND OPERATING T	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	694,668.00	(57,620.00)	173,667.00	25.00	0.00	521,001.00
EXPENDITURE SUMMARY						
517-FlEET SERVICES	694,668.00	39,173.52	169,999.81	27.23	19,180.43	505,487.76
*** TOTAL EXPENDITURES ***	694,668.00	39,173.52	169,999.81	27.23	19,180.43	505,487.76
*** TOTAL PROFIT / (LOSS) ***	0.00	(96,793.52)	3,667.19	0.00	(19,180.43)	15,513.24

FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2019

384-FLEET REPLACEMENT FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES	538,922.00	0.00	134,730.50	25.00	0.00	404,191.50
420-ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	0.00	1,805.58	5,740.50	0.00	0.00	(5,740.50)
450-INTERFUND OPERATING T	0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS	0.00	0.00	1,520.00	0.00	0.00	(1,520.00)
470-PROCEEDS GEN LONG TER	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	538,922.00	1,805.58	141,991.00	26.35	0.00	396,931.00
EXPENDITURE SUMMARY						
518-EQUIPMENT REPLACEMENT	538,922.00	754,153.05	825,263.34	266.47	610,820.05	(897,161.39)
*** TOTAL EXPENDITURES ***	538,922.00	754,153.05	825,263.34	266.47	610,820.05	(897,161.39)
*** TOTAL PROFIT / (LOSS) ***	0.00	(752,347.47)	(683,272.34)	0.00	(610,820.05)	1,294,092.39

Attachment C

COUNCIL REPORT

CHECKS POSTED IN DECEMBER 2019

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	AFLAC	AFLAC DEC. 2019 INVOICE	1,782.89
		CLIFFORD, PENNY CHRISTINE c/o TX CHILD	CAUSE # 12-1678-FC4	253.20
			CAUSE # 12-1678-FC4	253.20
		DEBORAH B LANGEHENNING	SHELTON CASE NO. 18-11452	827.54
			SHELTON CASE NO. 18-11452	827.54
		HERRERA, EDITH D %ARIZONA SUPPORT PAYM	VINCENT CLIFFORD CS FOR DE	237.46
			VINCENT CLIFFORD CS FOR DE	237.46
		LOPEZ, SHUREEM	01-0436 D AVILES CHILD SUP	26.31
			01-0436 D AVILES CHILD SUP	26.31
		McCREARY, VESELKA, BRAGG & ALLEN PC	CC FEES NOVEMBER 2019	1,648.57
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	2,173.06
			NATIONWIDE CONTRIBUTIONS	2,173.06
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV. 2019	250.20
		SHOAF, DA'SHINIKQUE SHI'JUAN	STEPHFONE JONES	128.31
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	17,006.70
			HEALTH PREMIUMS	761.55
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	25,549.92
			FEDERAL WITHHOLDING	1,466.90
			FEDERAL WITHHOLDING	24,709.68
			FICA CONTRIBUTIONS AND MAT	17,106.90
			FICA CONTRIBUTIONS AND MAT	2,360.00
			FICA CONTRIBUTIONS AND MAT	61.73
			FICA CONTRIBUTIONS AND MAT	17,131.13
			MEDICARE CONTRIB AND MATCH	4,000.81
			MEDICARE CONTRIB AND MATCH	551.96
			MEDICARE CONTRIB AND MATCH	14.45
			MEDICARE CONTRIB AND MATCH	4,006.49
		TAYLOR ECONOMIC DEV.CORP.	DEC 2019 SALES TAX ALLOCAT	97,586.60
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TEDC TMRS CONT DEC 2019	3,142.06
			TMRS CONTRIBUTIONS	19,937.25
			TMRS CONTRIBUTIONS	2,664.48
			TMRS CONTRIBUTIONS	69.70
			TMRS CONTRIBUTIONS	19,964.60
		UNITED WAY OF WILLIAMSON COUNTY	UNITED WAY CONTRIBUTIONS	70.00
			UNITED WAY CONTRIBUTIONS	70.00
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	741.60
		TAYLOR PROFESSIONAL FIREFIGHTER ASSOCI	ACCT #2091015 TAYLOR FF AS	613.00
		KIRK, SARA DENISE	01-0282 SHANE NEWELL CHILD	138.46
			01-0282 SHANE NEWELL CHILD	138.46
		LOPEZ, NANCY C/O TX CHILD SUPPORT SDU	D1FM10000631	227.26
			D1FM10000631	227.26
		ICMA-RC PLAN SPONSOR SERVICES	ICMA-RC CONTRIBUTIONS	1,012.69
			ICMA-RC CONTRIBUTIONS	1,012.69
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	2,635.24
			TOTAL:	275,824.68
CITY COUNCIL	GENERAL FUND	HEB CREDIT RECEIVABLES	COUNCIL SNACKS	106.15
		TEXAS MUNICIPAL LEAGUE	TML ANNUAL FEES	3,142.00
		THOMSON REUTERS-WEST	LGC BOOKS	231.00
		UNITED SENIORS OF TAYLOR	UNITED SENIORS 2019-20 CON	3,000.00
		VERIZON WIRELESS	CELL PHONE	168.00
		WAL-MART COMMUNITY/GEMB	COUNCIL SNACKS	25.16
			CHRISTMAS PARADE POSTER BO	10.85
		CITY OF BRYAN	TML REGION X MTG R. GARCIA	35.00
			TOTAL:	6,718.16

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CITY MANAGEMENT	GENERAL FUND	1 800 FLOWERS.COM	VENCIL MARES FUNERAL FLOWE	95.22
			FLOWERS FOR M. GONZALES FU	95.22
		HEB CREDIT RECEIVABLES	TML CONF GAS JENKINS	20.97
		LA PANADERIA	TML CONF BREAKFAST MAYOR/L	33.26
		MARIA MIA MEXICAN BISTRO	TML CONF DINNER GARCIA/LAB	32.58
		RICK ROBINSON, INC.	COUNCIL STRATEGIC PLANNING	3,400.00
		SAN ANTONIO MARRIOTT RIVERWALK	TML CONF BREAKFAST LABORDE	10.47
			TML BREAKFAST LABORDE	3.25
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,941.96
		SCHILO'S DELICATESSIN	"TML CONF LUNCH JENKINS	92.73
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,101.00
			FICA CONTRIBUTIONS AND MAT	32.74
			FICA CONTRIBUTIONS AND MAT	1,053.12
			MEDICARE CONTRIB AND MATCH	257.49
			MEDICARE CONTRIB AND MATCH	7.66
			MEDICARE CONTRIB AND MATCH	246.31
		TAYLOR CHAMBER OF COMMERCE	CHAMBER BANQUET TICKETS	45.00
		TAYLOR SPORTING GOODS	POLO WITH LOGO	26.99
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,215.69
			TMRS CONTRIBUTIONS	64.00
			TMRS CONTRIBUTIONS	2,122.07
		2ND ST. FARM 2 MARKET DELI	COMP PLAN INTERVIEWS	62.20
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	87.54
		VERIZON WIRELESS	CELL PHONE	168.00
			IPAD	30.00
		WAL-MART COMMUNITY/GEMB	CITY MGMT MINI FRIDGE	107.17
			PARKS PLAN WORKSHOP	10.04
		TEXAS MUNICIPAL CLERKS ASSOCIATION, IN	LAW BOOK UPDATES	56.50
		AMAZON.COM	EMPLOYEE APPRECIATION DINN	179.97
		EL CORRAL LOZANO	MAYOR AGENDA UPDATE W/LABO	19.80
		SORTO'S GROUP LLC DBA MASFAJITAS	EMPLOYEE APPRECIATION LUNC	2,275.10
		DOUGH PIZZERIA NAPOLETANA	"TML CONF JENKINS MAYOR	148.24
			TML CONF LUNCH GARCIA/LABO	36.31
		DAVIS GROCERY & BBQ	PARKS PLAN WORKSHOP	94.50
		TAYLOR MART	TML CONF GAS LABORDE	15.81
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	XER/XWC7845 MAINT	55.28
			XER/XWC7845 MAINT	55.28
		SHRED-IT US JV LLC DBA SHRED-IT USA LL	SHREDDING SERVICES	276.57
		SAVOR RESTAURANT AT THE CIA	TML DINNER LABORDE/MAYOR/D	361.67
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	164.63
		HEJL & SCHROEDER, P.C.	LEGAL SERVICES - NOVEMBER	31,945.43
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	51,089.43
PUBLIC INFORMATION	GENERAL FUND	DATAPROSE LLC	OCTOBER NEWSLETTER	996.00
		FACEBOOK INC	FACEBOOK AD TAYLOR CAR SHO	64.88
			FACEBOOK AD 2019 WINE SWIR	170.75
		SHI GOVERNMENT SOLUTIONS	ADOBE STOCK	313.30
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	125.90
			FICA CONTRIBUTIONS AND MAT	125.90
			MEDICARE CONTRIB AND MATCH	29.44
			MEDICARE CONTRIB AND MATCH	29.44
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	246.11
			TMRS CONTRIBUTIONS	246.11

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	11.29
		VERIZON WIRELESS	CELL PHONE	84.00
		OSBORNE, STACEY FORD	PIO SERVICES-DECEMBER 2019	4,485.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	25.85
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	7,610.74
HUMAN RESOURCES	GENERAL FUND	TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 HR	0.04
		DOLLAR GENERAL STORE	ITEMS FOR CHRISTMAS LUNCH	10.83
		HEB CREDIT RECEIVABLES	CUPCAKES APPRECIATION LUNC	136.58
		HARBOR FREIGHT TOOLS	GIFTS APPRECIATION LUNCHEO	119.97
		SCHUTZ, JEFFREY	TUITION REIMBURSEMENT	2,000.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	283.69
			FICA CONTRIBUTIONS AND MAT	47.61
			FICA CONTRIBUTIONS AND MAT	299.56
			MEDICARE CONTRIB AND MATCH	66.35
			MEDICARE CONTRIB AND MATCH	11.13
			MEDICARE CONTRIB AND MATCH	70.06
		TAYLOR SPORTING GOODS	AWARDS-EMPLOYEE OF THE YEA	492.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	576.20
			TMRS CONTRIBUTIONS	93.08
			TMRS CONTRIBUTIONS	607.22
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	26.20
		VERIZON WIRELESS	CELL PHONE	42.00
		WAL-MART COMMUNITY/GEMB	GIFTS FOR APPRECIATION DIN	556.00
			GIFTS FOR APPRECIATION LUN	807.66
			EMPLOYEE APPRECIATION LUNC	32.13
			GUESSING GAME ITEMS	36.57
			GIFTS APPRECIATION LUNCHEO	824.40
			GIFTS APPRECIATION LUNCHEO	188.76
		WILKES, BETH	B. WILKES SERVICES FOR P.D	560.00
			B. WILKES SERVICES FOR P.D	430.00
		COMPLIANCE ASSOCIATES MANAGEMENT, LP	RANDOM SCREEN SVC DEC.	253.00
			PRE-EMP SCREEN SVC DEC.	53.00
		WORKERS ASSISTANCE PROGRAM, INC.	EAP SERVICES NOV. 2019	276.12
			DEC. 2019 EAP SERVICES	279.66
		MICHAELS STORE	FRAMES FOR SERVICE AWARDS	54.97
		TEXAS CIVIL SERVICE REPORTER	CIVIL SERVICE UPDATE #53	99.00
		AMAZON.COM	POLICE EXAM BOOKS	259.65
		KOCH, AARON	TUITION REIMBURSEMENT	2,000.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	XER/XWC7845 MAINT	55.28
			XER/XWC7845 MAINT	55.28
		KUNISCH WELLNESS	GIFTS FOR APPRECIATION LUN	100.00
		BRANDY MILLER PHD PC	PRE-EMP PSYCH/B. COZZENS	250.00
			PRE-EMP PSYCH/SCOTT CAMPBE	250.00
			PRE-EMP PSYCH/LEE JENKINS	250.00
			PRE-EMP PSYCH/M. GUERRERO	250.00
		ROSS GANNAWAY, PLLC	LEGAL SVC THRU DEC. 20, 20	825.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	51.70
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	14,337.47
FINANCIAL SERVICES	GENERAL FUND	TYLER TECHNOLOGIES, INC	ACCOUNTS PAYABLE MAINTENAN	2,708.85

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			GENERAL LEDGER	3,883.29
			PAYROLL PERSONNEL	3,612.90
		RADFORD UNIVERSITY	CPFO TESTING J. WOOD	335.00
		OFFICE DEPOT CORPORATION	WALL CALENDAR	13.27
			W2 FORMS	58.03
			W2 ENVELOPES	50.58
		RESIDENCE INN NASHVILLE	NASHVILLE CONF-RESENDEZ	1,216.85
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,075.55
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	674.00
			FICA CONTRIBUTIONS AND MAT	157.73
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	678.63
			MEDICARE CONTRIB AND MATCH	157.63
			MEDICARE CONTRIB AND MATCH	36.89
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	158.71
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,380.56
			TMRS CONTRIBUTIONS	308.33
			TMRS CONTRIBUTIONS	7.10
			TMRS CONTRIBUTIONS	1,389.61
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	62.85
		VERIZON WIRELESS	CELL PHONE	42.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	XER/XWC7845 MAINT	55.28
			XER/XWC7845 MAINT	55.28
			X-PHASER 4622	46.95
		DELL FINANCIAL SERVICES LLC	DELL OPTIPLEX 5070	1,654.98
			DELL 22" MONITOR	224.00
		THRYV, INC.	YELLOW PAGES AD	15.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	155.10
		PATTERSON CAPITAL MANAGEMENT DBA PATTE	INVESTMENT SERVICES DEC 20	2,000.00
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	24,261.09
MUNICIPAL COURT	GENERAL FUND	AT&T	MUNICIPAL COURT	195.67
		ADT SECURITY SERVICES INC	ALARM SYSTEM-109 W. 5TH ST	205.51
		BRINKS, INC.	NOVEMBER BRINKS	736.52
			FSC NOVEMBER	68.13
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 MUNICIPAL CO	3.25
		TYLER TECHNOLOGIES, INC	SECURE SIGNATURES	426.63
			COURT MAINTENANCE	100.00
			INCODE TRAINING FORMS - E.	150.00
			INCODE TRAINING FORMS - K.	150.00
		OFFICE DEPOT CORPORATION	COURT PLANNER/MARKERS/STAM	95.59
			PENS/SHARPIE	22.99
			BINDERS,TAPE,CLIPS,DIVIDER	97.82
			PERFORATED PAPER	58.79
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	91.98
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	2,460.48
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	493.97
			FICA CONTRIBUTIONS AND MAT	65.47
			FICA CONTRIBUTIONS AND MAT	504.15
			MEDICARE CONTRIB AND MATCH	115.54
			MEDICARE CONTRIB AND MATCH	15.31
			MEDICARE CONTRIB AND MATCH	117.91
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	799.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	128.00
			TMRS CONTRIBUTIONS	818.98
		TRANSUNION RISK AND ALTERNATIVE DATA S	TLO LOCATOR NOV 2019	100.00
		ATMOS ENERGY	NATURAL GAS-109 W. 5TH ST	65.56
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	33.34
			ADJ/ K. WILLIS	0.21
		VERIZON WIRELESS	CELL PHONE	42.00
			IPAD	60.00
		WAL-MART COMMUNITY/GEMB	WATER/CUTLERY/CANDY	46.10
		CONSTABLE MARTY RUBLE	WARRANTS SERVED - C. TILLO	150.00
			WARRANT SERVED - C. HAWN	50.00
			WARRANT SERVED-T. MONTEMAY	50.00
			WARRANT SERVED-DAVID BOHMA	50.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	CONTRACT RATE BASE	255.00
			CONTRACT OVERAGE	190.44
		DELL FINANCIAL SERVICES LLC	DELL OPTIPLEX/VOSTRO	743.67
		NEOPOST USA INC	MUNICIPAL COURT POSTAGE LE	52.55
		CINTAS CORP DBA FIRST AID & SAFETY	MEDICAL SUPPLIES-109 W. 5T	55.66
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	103.40
		WILLIAMSON COUNTY CONSTABLE 1	WARRANTS SERVED - M. MOREA	100.00
		HEJL & SCHROEDER, P.C.	MUNICIPAL COURT	3,300.00
			TOTAL:	13,369.70
DEVELOPMENT SERVICES	GENERAL FUND	ACOSTA, MARK	REIMBURSEMENT FOR WORK BOO	109.00
		ANIMAL CARE EQUIPMENT & SERVICES	"BITE STICK LOPEZ	93.19
		CAD SUPPLIES SPECIALTY INC	BIG PRINTER PAPER	81.00
		THE CORPORATE CONNECTION	NOTARY STAMP-KELLEY STAPLE	25.94
		COURTYARD MARRIOTT	APA CONFERENCE YANTIS	381.50
		TYLER TECHNOLOGIES, INC	CALL CENTER	2,829.40
		MISCELLANEOUS SATETY BOOTS	SATETY BOOTS: FOR C. HARRI	129.99
		OFFICE DEPOT CORPORATION	CODE ENFORCE. OFFICE SUPPL	125.98
			O. LOPEZ SUPPLIES	8.79
			O. LOPEZ SUPPLIES	22.67
		OFFICEFURNITURE.COM	OFFICE CHAIR	215.10
		RESIDENCE INN BY MARRIOTT WACO	APA CONF HARRISON	342.70
			APA CONF SHELTON	342.70
		SIRLOIN STOCKADE	CHAMBER LUNCH NOV 2019	20.00
			CHAMBER LUNCH DEC 2019	30.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	4,305.84
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,167.08
			FICA CONTRIBUTIONS AND MAT	26.79
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	1,221.01
			MEDICARE CONTRIB AND MATCH	272.96
			MEDICARE CONTRIB AND MATCH	6.27
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	285.57
		SOUTHERN HOSPITALITY	"JAN	44.94
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,310.06
			TMRS CONTRIBUTIONS	52.36
			TMRS CONTRIBUTIONS	7.10
			TMRS CONTRIBUTIONS	2,415.51
		THOMSON REUTERS-WEST	TX LOCAL GOV'T CODE 2 BOOK	154.00
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	108.88
		VERIZON WIRELESS	CELL PHONE	210.00
			IPADS	60.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WAL-MART COMMUNITY/GEMB	HDMI CABLE & KEYBOARD	34.96
		TEXAS CITY MANAGEMENT ASSOCIATION	TCMA DUES YANTIS	405.00
		FUZZY'S TACO SHOP	APA LUNCH	7.77
			APA CONF WACO	5.61
		ITUNES STORE	ICLOUD STORAGE	0.99
		AMAZON.COM	OFFICE SUPPLIES	13.72
			M ACOSTA OFC SUPPLIES	15.48
			OFFICE SUPPLIES	27.55
			M ACOSTA OFC SUPPLIES	9.89
			TV Stand	124.38
			SONY TV	398.00
			LOPEZ ARM REST	8.79
			OFFICE SUPPLIES	25.65
			OFFICE SUPPLIES	99.47
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	XER/XWC7845 MAINT	55.28
			XER/XWC7845 MAINT	55.28
		DELL FINANCIAL SERVICES LLC	DELL 22" MONITOR	112.00
			DELL OPTIPLEX 5070	827.49
		THE SHACK	DEV SERVICES LUNCH	76.51
		CONGRESS FOR THE NEW URBANISM	MEMBERSHIP YANTIS	125.00
		MURPHY USA	APA CONF WACO	31.57
		SOUTH CENTRAL PLANNING & DEV. COMMISSI	MPN NOVEMBER 2019	875.00
		EILEEN MERRIT INC. DBA ATS ENGINEERS,	PLAN REVIEW DEC 2019	3,285.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	206.80
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	24,279.66
MAIN STREET PROGRAM	00 GENERAL FUND	CHUBBY KNUCKLE CHOIR	ENTERTAINMENT-WINE SWIRL 2	300.00
		GOVINO	WINE SWIRL GLASSES	785.36
		HEB CREDIT RECEIVABLES	MAIN ST BOARD MEETING	61.54
			CHRISTMAS FAIR 2019	66.73
			VENDORS LUNCH	89.97
		OFFICE DEPOT CORPORATION	WINE SWIRL WRISTBANDS	43.29
			MAIN ST. OFFICE SUPPLIES	44.54
			J. HARRIS SUPPLIES	14.31
			J. HARRIS OFFICE SUPPLIES	13.99
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	148.33
			FICA CONTRIBUTIONS AND MAT	148.33
			MEDICARE CONTRIB AND MATCH	34.69
			MEDICARE CONTRIB AND MATCH	34.69
		TEXAS DOWNTOWN ASSOCIATION	TDA MEMBERSHIP DUES	270.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	289.96
			TMRS CONTRIBUTIONS	289.96
		UNITED RENTALS HWY TECH	LIGHT TREE AT WINE SWIRL	100.27
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	13.20
		VERIZON WIRELESS	CELL PHONE	42.00
		WAL-MART COMMUNITY/GEMB	MAIN STREET SUPPLIES	33.57
		MCCOY'S BUILDING SUPPLY	WINE SWIRL WOODEN STAKES	14.53
		CONSTANT CONTACT	CONSTANT CONTACT ACCOUNT	352.47
		RICOCO'S LATIN GRILL	DESIGN TEAM INTRODUCTION	78.52
		ASCAP	BASE LICENSE FEE	363.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS	XER/XWC7845 MAINT	55.28
			XER/XWC7845 MAINT	55.28
		NATIONAL MAIN STREET CENTER INC.	MEMBERSHIP DUES #6089	375.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	25.85
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
		NORTHWEST CASCADE INC	SERVICE AT WINE SWIRL EVEN	73.21
			TOTAL:	4,874.64
CD-MOODY MUSEUM	GENERAL FUND	RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	280.32
		ATMOS ENERGY	NATURAL GAS-114 W. 9TH ST	61.89
		AT&T U-VERSE	INTERNET	55.16
			INTERNET	55.16
			TOTAL:	452.53
PUBLIC LIBRARY	GENERAL FUND	AT&T	LIBRARY	333.83
		ADT SECURITY SERVICES INC	SECURITY SERVICES-801 VANC	168.57
		DEMCO, INC.	Office Supplies	695.40
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 LIBRARY	2.26
		INGRAM BOOK COMPANY	Books	27.00
			Books	31.19
			Books	96.77
			Books	2,673.59
			Books	77.59
			Books	1,652.14
			Books	40.38
			Books	59.90
			Books	33.24
			Books	49.14
		KOETTER FIRE PROTECTION OF AUSTIN, LLC	FIRE MONITORING SERVICE	99.00
		MAGAZINE SUBSCRIPTIONS	MAGAZINE SUBSCRIPTIONS	1,465.68
		OFFICE DEPOT CORPORATION	OFFICE SUPPLIES	32.50
			OFFICE SUPPLIES	65.98
			Toner	586.56
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	885.56
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,845.33
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	671.60
			FICA CONTRIBUTIONS AND MAT	83.35
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	679.60
			MEDICARE CONTRIB AND MATCH	157.06
			MEDICARE CONTRIB AND MATCH	19.51
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	158.93
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,318.78
			TMRS CONTRIBUTIONS	162.90
			TMRS CONTRIBUTIONS	7.10
			TMRS CONTRIBUTIONS	1,334.42
		ATMOS ENERGY	NATURAL GAS-801 VANCE ST	139.50
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	57.09
		VERIZON WIRELESS	CELL PHONE	42.00
		V-QUEST OFFICE MACHINES & SUPPLIES, LT	PUBLIC PRINTER DRUM	142.00
		WAL-MART COMMUNITY/GEMB	OFFICE SUPPLIES	214.46
			OFFICE/PROGRAM SUPPLIES	84.46
			PROGRAM SUPPLIES	43.61
			PROGRAM SUPPLIES	41.20
		TEXAS LIBRARY ASSOCIATION	TLA MEMBERSHIP	156.00
			TLA MEMBERSHIP	183.70
		AMAZON.COM	PROGRAM SUPPLIES (52.61%)	39.95

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			COMPUTER SUPPLIES (47.39%)	35.99
		AT&T U-VERSE	Internet	57.10
			INTERNET	57.10
			INTERNET	57.10
		CHARTER COMMUNICATIONS HOLDINGS, LLC D	INTERNET	127.34
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	103.40
			TOTAL:	17,101.34
FIRE DEPARTMENT	GENERAL FUND	AT&T	CITY HALL (CIVIL DEF)	34.07
			VICTORIA STATION	122.53
			FIRE DEPT	165.18
		AUSTIN COMMUNITY COLLEGE	INSPECTOR TEST FEE - TAYLO	30.00
			INSPECTOR TEST FEE - ENGEL	30.00
		METRO FIRE APPARATUS SPECIALISTS, INC	REPAIR OF EXTRICATION HOSE	349.00
		OPTICSPLANET, INC.	REFUND FOR TAX	6.80-
			JACKET - BAUM	91.79
		CASCO INDUSTRIES INC.	FOAM	626.00
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 FIRE DEPT	3.32
		FED EX	COURIER	15.51
		FLASHPARKING, INC	PAKRING FIRE CHIEF'S CONFE	12.35
			PARKING FIRE CHIEF'S CONFE	12.35
			PARKING FIRE CHIEF'S CONFE	8.35
		HEB CREDIT RECEIVABLES	SUPPLIES FOR R1	13.92
		HARBOR FREIGHT TOOLS	WHEEL CHOCKS FOR R1	14.38
		O'REILLY AUTOMOTIVE, INC.	SUPPLIES FOR E2	80.21
		HOME DEPOT CREDIT SERVICES	WORKBENCH FOR STATION 1	247.69
		INTERNATIONAL ASSN OF FIRE CHIEFS	ANNUAL DUES - COPELAND	220.00
			ANNUAL MEMBERSHIP	270.00
		CHICK-FIL-A	LIVE BURN DRILLS LUNCH	77.99
		OFFICE DEPOT CORPORATION	SUPPLIES	170.58
		UNITED STATES POSTAL SERV	CHRISTMAS STAMPS	55.00
		TOUCH 4WASH	CAR WASH - BAUM	8.00
			CAR WASH - BAUM	8.00
			CAR WASH- BAUM	8.00
			CAR WASH	8.00
			CAR WASH	8.00
			CAR WASH	8.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	788.81
		ROJAS TACOS	BREAKFAST TACOS	27.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	13,532.33
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	3,477.39
			FICA CONTRIBUTIONS AND MAT	571.38
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	3,434.98
			MEDICARE CONTRIB AND MATCH	813.24
			MEDICARE CONTRIB AND MATCH	133.62
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	803.33
		TEXAS COMMISSION ON FIRE PROTECTION	INSPECTOR TEST - TAYLOR	56.49
			INSPECTOR TEST - ENGELKE	56.49
			INSPECTOR CERTIF - ENGELKE	87.17
			ANNUAL FACILITY RENEWAL	76.94
			INSPECTOR CERT. TAYLOR	87.17
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	7,174.14
			TMRS CONTRIBUTIONS	1,117.01
			TMRS CONTRIBUTIONS	7.10

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	7,091.23
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	337.89
		TEXAS FIRE CHIEFS ASSOCIATION	ANNUAL DUES - COPELAND & B	445.00
		ATMOS ENERGY	GAS - 200 WASHBURN ST	134.76
			GAS - 705 CARLOS G PARKER	87.15
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	295.93
		VERIZON WIRELESS	CELL	831.50
			AIRCARDS	485.40
		WAL-MART COMMUNITY/GEMB	Split - Pinning Ceremony (	17.36
			Split - Supplies for R1 (2	4.97
			PINNING CEREMONY (5.43%)	1.25
			CHRISTMAS ITEMS AND SUPPLI	21.75
			R1 SUPPLIES	31.28
			R1 COFFEE POT	17.98
			SUPPLIES	17.73
			PINNING CEREMONY SELLEARS	37.87
			CHRISTMAS DECO STAT 1	52.64
			RETURN DECORATIONS	29.76-
		UNITED UNIFORM DISTRIBUTION, LLC	"BLAUER JACKETS - BAUM	224.93
		GLOBAL INDUSTRIAL	SATELLITE PHONE	1,049.08
		TEXAS CIVIL SERVICE REPORTER	UPDATE #53	99.00
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	871.52
		MCCOY'S BUILDING SUPPLY	INFLATABLE WEDGE	19.99
		AMAZON.COM	CHRISTMAS ITEMS FOR DEPT	82.19
			CHRISTMAS ITEMS FOR DEPT	30.30
			CHRISTMAS ITEMS FOR DEPT	19.74
			COFFEEPOT FOR STATION 1	27.04
		HAYDAY, INC DBA: CTWP	MONTHLY COPIER AGREEMENT	36.58
		MUNICIPAL EMERGENCY SERVICES, INC	SCBA REPAIRS	212.50
		SOUTHERN SAFETY SALES, INC	MEDICAL GLOVES	247.42
		AT&T U-VERSE	CABLE, INTERNET	145.05
		WALGREENS	WALL PHOTO - COZZENS	1.99
		CARDS DIRECT INC	CHRISTMAS CARDS	164.13
		BACKDRAFT OPCO, LLC. DBA: EMERGENCY RE	ANNUAL DEPT SOFTWARE RENEW	3,975.00
		MIGHTY FINE BURGERS	LIVE BURNS LUNCH - A SHIFT	107.93
			LIVE BURNS LUNCH - B SHIFT	93.93
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	594.55
			TOTAL:	52,825.29
POLICE DEPARTMENT	GENERAL FUND	AT&T	POLICE DEPT	190.67
			INTERNET	1,481.60
			PHONE	383.06
		THE CORPORATE CONNECTION	NOTARY STAMP - LESHA WHITL	25.94
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 POLICE	10.19
		G T DISTRIBUTORS, INC	GEAR FOR CADET D.LEWIS	209.96
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	889.94
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	24,604.30
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	5,564.59
			FICA CONTRIBUTIONS AND MAT	833.29
			FICA CONTRIBUTIONS AND MAT	25.42
			FICA CONTRIBUTIONS AND MAT	5,685.90
			MEDICARE CONTRIB AND MATCH	1,301.39
			MEDICARE CONTRIB AND MATCH	194.89
			MEDICARE CONTRIB AND MATCH	5.95
			MEDICARE CONTRIB AND MATCH	1,329.76
		SOUTHERN COMPUTER WAREHOUSE	COMPUTER REPLACEMENTS	721.68

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TAYLOR SPORTING GOODS	3 VOCA VOLUNTEER SHIRTS	120.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	11,371.49
			TMRS CONTRIBUTIONS	1,628.94
			TMRS CONTRIBUTIONS	49.70
			TMRS CONTRIBUTIONS	11,608.66
		TIME WARNER CABLE DBA SPECTRUM	INTERNET SERVICES DECEMBER	343.40
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	473.21
			ADJ. J. HAMBY	0.42
			ADJ/ D. JOHNS	0.42
			ADJ/ D. LEWIS	0.86
		VERIZON WIRELESS	CELL	1,446.09
			AIRCARDS	376.36
		WAL-MART COMMUNITY/GEMB	"GRANT - 43"" ULTRA HD LED	197.88
			"GRANT - 43"" TV	729.34
			GRANT - WIRE AND CABLE COV	34.82
		WILKES, BETH	B. WILKES SERVICES	380.00
		DEAN THREADGILL DBA:	SHIPPING EXPENSE - TPD	42.13
			RADIO/CRADLE SHIP TO DEFEN	103.60
		LYNN CARD COMPANY	2019 Christmas Cards	136.50
		OLLE NETWORK TECH CONSULTANTS DBA ON	IT SUPPORT DECEMBER 2019	6,769.84
			CISCO VPN ROUTERS/LICENSE	2,493.92
		AMAZON.COM	EVIDENCE BOXES	150.72
			"LYSOL WIPES	60.55
			(6) VOCA BACKPACKS	263.90
			(1) STREAMLIGHT 20702 SL-2	121.89
			(2) GOJO HANDCLEANERS (18.	27.95
			SOFT SOAP	17.70
			(2) STREAMLIGHT 20702 SL-2	243.78
			(3) PAPER TOWELS (33.51%)	94.68
			(3) TONER - DISPATCH (66.4	187.85
			"LABELS	283.23
		CSE, INC	CRIMESOFT ANNUAL SUPPORT	1,859.00
		NATIONAL STUDENT CLEARINGHOUSE	DEGREE VERIFICATION - CLAU	22.68
		SF MOBILE-VISION, INC DBA COBAN TECHNO	L3 BODY CAM. ANNUAL SUPPOR	4,293.00
			L3 IN CAR CAMERAS ANNUAL S	2,990.00
		BRANSON, JOSEPH	POLICE DEPARTMENT LUNCHEON	77.63
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	1,008.15
		AXON ENTERPRISE INC.	TASER 60-YEAR 3 PAYMENT	3,120.00
		MOTOROLA SOLUTIONS INC.	MOTOROLA SUPPORT DECEMBER	720.51
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	AVAYA SOFTWARE	511.39
		SOURCE ONE DIGITAL LLC	BACKDROP FRAME REPLACEMENT	212.52
			TOTAL:	98,033.24
ANIMAL CONTROL	GENERAL FUND	AT&T	ANIMAL CONTROL	41.35
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 ANIMAL CONTR	3.06
		GRAEF VETERINARY HOSPITAL	VETERINARIAN SERVICES	335.51
			VETERINARIAN SERVICES 12-1	49.75
			VERTERINARIAN SERVICES 12/	412.34
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	277.90
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	275.07
			FICA CONTRIBUTIONS AND MAT	11.90
			FICA CONTRIBUTIONS AND MAT	243.98
			MEDICARE CONTRIB AND MATCH	64.33
			MEDICARE CONTRIB AND MATCH	2.78
			MEDICARE CONTRIB AND MATCH	57.06

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	537.94
			TMRS CONTRIBUTIONS	23.28
			TMRS CONTRIBUTIONS	477.16
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	17.05
		VERIZON WIRELESS	CELL PHONE	126.00
		WAL-MART COMMUNITY/GEMB	ACO CLEANING SUPPLIES	131.86
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	289.12
		AMAZON.COM	5 MICRO CHIPS	279.95
		AT&T U-VERSE	INTERNET	57.10
		ARLON WAYNE GRAEF DBA: COUPLAND VETERI	VET SERVICES NOVEMBER	158.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	25.85
			TOTAL:	4,513.45
STREETS & GROUND MAINT	GENERAL FUND	AT&T	PUBLIC WORKS	241.12
		ADT SECURITY SERVICES INC	1424 N MAIN/SECU 1/1-3/31/	354.69
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 STREETS/GROU	4.27
		GULF COAST PAPER CO. INC.	PARKS/CLEANING SUPPLIES	56.67
		HEB CREDIT RECEIVABLES	PW CHRISTMAS LUNCH	110.39
		HEART OF TEXAS LANDSCAPE & IRRIGATION	CITY PROPERTIES/GROUNDS MA	14,323.70
		HOME DEPOT CREDIT SERVICES	HERITAGE PARK CHRISTMAS DE	340.74
			HERITAGE PARK CHRISTMAS DE	750.00
			HERITAGE PARK CHRISTMAS DE	500.00
		PROGRESSIVE WASTE SOLUTIONS DBA WC OF	ST,GR/1 40 YD CLEAN 102283	385.91
			ST,GR/1 20 YD SWEEPING	230.98
			CREDIT FOR OVERCHARGE	285.17-
		KRUSE, KELLY D DBA KRUSE ELECTRIC SER	4TH STREET/DECO LIGHTS REP	231.85
		THE LEVY COMPANY, INC.	SCHOOL ZONE FLASH LIGHTS	1,116.25
		MOSS & MOSS INC. #4000	PARKS RESTROOMS/CLEAN SUPP	39.06
			HERITAGE PK/ELECTRICAL SUP	131.55
			MURPHY PL/HANDI PK LANES/P	82.19
			PARKS BROOMS/CLEAN SUPPLIE	61.14
			KUBOTA MOWER/BOLT 159602	12.59
		OFFICE DEPOT CORPORATION	ST,GR/CALENDARS,PENS	108.81
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	4,770.04
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	9,226.65
			ADD EMP/ JERRY CRUZ	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,760.41
			FICA CONTRIBUTIONS AND MAT	276.77
			FICA CONTRIBUTIONS AND MAT	1,695.19
			MEDICARE CONTRIB AND MATCH	411.71
			MEDICARE CONTRIB AND MATCH	64.73
			MEDICARE CONTRIB AND MATCH	396.47
		TAYLOR SPORTING GOODS	ST,GR/17 SHIRTS EMBROIDER	195.50
			ST,GR/2 JACKETS EMBROIDER	25.00
		TX DEPT OF AGRICULTURE	B BACHMEYER/HERB LICENSE R	75.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,492.91
			TMRS CONTRIBUTIONS	541.05
			TMRS CONTRIBUTIONS	3,365.39
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	221.12
		ATMOS ENERGY	1424 N MAIN/GAS USAGE 1203	235.92
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	149.76
			ADD JERRY CRUZ, SR.	8.31
		VERIZON WIRELESS	CELL PHONE	299.71
		WAL-MART COMMUNITY/GEMB	CHRISTMAS DECOR/REP & REPL	74.52
		WILLIAMSON COUNTY GRAIN	SKATEPARK/RYE SEED 186830	35.00
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	871.52

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WINDMILL MINI STORAGE	CHRISTMAS DECO STORAGE/#24	105.00
			CHRISTMAS DECO STORAGE/#24	105.00
		ITUNES STORE	ICLOUD STORAGE	0.99
		ACADEMY	17 SHIRTS	459.83
		HAYDAY, INC DBA: CTWP	1424 N MAIN/COPIER SERV AG	71.64
		INTELIUS PREMIER PLUS	PHONE NUMBER SEARCH	1.02
			PHONE NUMBER SEARCH	8.48
		CTRMA PROCESSING	#574 TOLL FEE	1.90
		CINTAS CORPORATION #86	ST,GR J MORENO/JACKET	67.94
			ST,GR/UNIFORMS 712364	233.28
			ST,GR/UNIFORMS 309214	233.28
			ST,GR/UNIFORMS 915560	233.28
			ST,GR/UNIFORMS 375543	233.28
		CINTAS CORP DBA FIRST AID & SAFETY	1424 N MAIN/MED KIT REFILL	138.19
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	387.75
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.59
			CAMERA SYSTEM	167.59
		COMMUNITY COFFEE COMPANY LLC	1424 N MAIN/COFFEE SERVICE	86.20
			TOTAL:	50,306.77
PARKS & RECREATION	GENERAL FUND	AT&T	PARKS & REC	40.23
		ADT SECURITY SERVICES INC	MURPHY POOL/SECURITY	228.84
		HALFF ASSOCIATES, INC.	COMMUNITY PRK MASTER PLAN	5,150.09
		HEART OF TEXAS LANDSCAPE & IRRIGATION	HERITAGE PK/IRRIGATION REP	114.00
			ROBINSON PK/IRRIGATION REP	128.00
			BULL BRANCH/IRRIGATION REP	64.00
		INTEGRITY IN MOTION FITNESS	2019/2020 BASKETBALL PROGR	11,170.00
		INTERSTATE BATT. N AUSTIN	BLACK CASE	70.00
		MICHAEL C. PESCHEL	CHRISTMAS TREE LIGHTING MU	250.00
		MOBILE MINI, INC	TRPSC/MOBILE LEASE12/11-1/	102.00
		MOSS & MOSS INC. #4000	HERITAGE CHRIST LIGHTS/TIM	68.67
			HERITAGE CHRIST LIGHTS/TIM	19.79
			TRSPC CLEANER	35.05
		MOSS & MOSS INC. #5000	TRPSC/EL STRIP,C TIES 1263	36.36
			TRPSC/TAPE 126869	0.98
			HERITAGE CHRIST TREE/EXT C	37.77
			TRPSC/54 PC TOOL SET 16007	24.99
			TRPSC/PRIMER 161206	10.78
			TRPSC/REMOVER, RAGS 161206	9.88
		NEWTON NURSERIES AUSTIN	ARBOR DAY 10 TREES	1,063.85
		OFFICE DEPOT CORPORATION	P&R/CALENDARS,PENS	30.70
		PROGRESSIVE COMMERCIAL AQUATICS, INC.	MURPHY POOL/POOL CHEMS	1,535.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	2,681.07
			MONTHLY ELECTRIC BILL	1,444.97
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	4,920.88
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	830.83
			FICA CONTRIBUTIONS AND MAT	77.39
			FICA CONTRIBUTIONS AND MAT	21.79
			FICA CONTRIBUTIONS AND MAT	834.03
			MEDICARE CONTRIB AND MATCH	194.31
			MEDICARE CONTRIB AND MATCH	18.11
			MEDICARE CONTRIB AND MATCH	5.10
			MEDICARE CONTRIB AND MATCH	195.06
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,705.36
			TMRS CONTRIBUTIONS	151.27
			TMRS CONTRIBUTIONS	42.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	1,711.57
		TRACTOR SUPPLY COMPANY	B BELLINGER/BOOTS 645021	152.98
			B BELLINGER/CREDIT FOR BOO	76.49-
		ATMOS ENERGY	NATURAL GAS-1418 DAVIS ST	72.94
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	75.21
		VERIZON WIRELESS	CELL PHONE	210.00
			IPAD	60.00
		WAL-MART COMMUNITY/GEMB	LIBERTY GARDEN/CHRIST DECO	72.66
		HUTTO DONUTS	ARBOR DAY DONUTS	17.00
		ZZ USA INC. DBA: DOG WASTE DEPOT	HERITAGE PARK/DOG WASTE BA	50.08
		MCCOY'S BUILDING SUPPLY	ST,GR/PAINT 5379583	4.72
		GRENIER SERV. COMP., LLC DBA: CEDAR PA	TRPSC/SHOP DOOR REPAIR	135.00
		EL CORRAL LOZANO	BUDGET MTG W/BRIAN	53.00
		CTRMA PROCESSING	#733 TOLL FEE	6.28
		CINTAS CORPORATION #86	C FIELDS/JACKET W/EMBROIDE	190.51
			TRPSC/UNIFORMS 712360	27.71
			TRPSC/UNIFORMS 309302	27.71
			TRPSC/UNIFORMS 915685	73.03
			TRPSC/UNIFORMS 375613	35.08
		TALLEY, JORDAN DBA W&J HOME REPAIR	BULL BRANCH RR/PARTITIONS	1,800.00
		TEXAS MATERIALS GROUP, INC.	MURPHY PK ENTRANCE/STREET	10,033.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	206.80
			ADJ EMP/ONLY - JERRY CRUZ	25.85
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.58
			CAMERA SYSTEM	167.58
		EVERGREEN SKATEPARKS, LLC	SKATEPARK/CONCRETE SEALIN	5,600.00
		NORTHWEST CASCADE INC	ROBINSON PAV/PORT 12/6-1/2	125.00
			TOTAL:	54,338.55
INTERNAL SERVICES/BLDG	GENERAL FUND	AT&T	CITY HALL	0.00
			CITY HALL FAX	494.30
			PHONE	384.96
		ADT SECURITY SERVICES INC	CITY HALL ALARM	203.04
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 CITY HALL FA	0.09
		FLOYDCO INC	CEMETERY REPAIR WINDOW	400.00
		GULF COAST PAPER CO. INC.	1424 N MAIN/CLEANING SUPPL	79.29
			1424 N MAIN/CAN LINERS 178	33.38
			TISSUE LINERS	105.29
			TISSUE DISPENSER	8.93
		JJ KELLER & ASSOC.	SAFETY MANUAL	349.16
		KRUSE, KELLY D DBA KRUSE ELECTRIC SER	MOODY INSTALLED LIGHT FIXT	149.95
			BULBS	85.75
		MARX SERVICE, INC.	STATION 1 REPAIRED TIMER	150.00
		MOSS & MOSS INC. #6000	AIRPORT HANDLE FOR RESTROO	6.29
			MOODY CAULK, SCREWS, AND P	31.72
			LIBRARY MISC. HARDWARE	7.99
			CEMETERY DRILL BIT-SEXTON	15.23
			KEYS	7.00
		MOSS & MOSS INC. #8000	KEYS FOR FLEET	5.25
		OFFICE DEPOT CORPORATION	CREDIT FOR PICTURE FRAME	95.92-
			HANGING FILES	10.91
			BATTERIES	39.55
			PENS	29.39
			RETRACTABLE KNIFE	8.99
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	765.09
		SERVICEMASTER BY GONZALEZ LLC	JANITORIAL SERVICES	1,300.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,845.30
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	426.62
			FICA CONTRIBUTIONS AND MAT	142.84
			FICA CONTRIBUTIONS AND MAT	422.49
			MEDICARE CONTRIB AND MATCH	99.78
			MEDICARE CONTRIB AND MATCH	33.40
			MEDICARE CONTRIB AND MATCH	98.81
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	859.02
			TMRS CONTRIBUTIONS	279.25
			TMRS CONTRIBUTIONS	850.95
		ATMOS ENERGY	NATURAL GAS-400 PORTER ST	174.08
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	36.64
		VERIZON WIRELESS	CELL PHONE	116.49
			MIFI	60.00
		WAL-MART COMMUNITY/GEMB	Thumbdrives	21.74
			Plug in Oils	11.88
			CLEANING SUPPLIES	38.76
			VACUUM	123.86
		MCCOY'S BUILDING SUPPLY	MOODY GROUND CONTACT WOOD	12.83
		GRENIER SERV. COMP., LLC DBA: CEDAR PA	STATION #2 REPAIR BAY DOOR	442.00
			STATION 1 INSPECTION	720.00
		ITUNES STORE	ICLOUD STORAGE	0.99
			PRIME VIDEO	9.55
		AMAZON.COM	VACUUM FILTERS	37.98
			Coffee Creamer/Tea	108.55
			Mop Heads	20.99
		ACADEMY	MCKEE BOOTS	149.99
		SPARKLETTS & SIERRA SPRINGS	COOLER RENTAL	7.00
			COOLER RENTAL	75.98
		LOWE'S HOME CENTERS INC	TOOLS	99.00
		CINTAS CORPORATION #86	MATS	140.43
			MATS	115.09
			MATS	145.41
			MATS	115.09
		NEOPOST USA INC	POSTAGE LEASE	199.47
		CINTAS CORP DBA FIRST AID & SAFETY	MEDICAL SUPPLIES-400 PORTE	95.87
		TALLEY, JORDAN DBA W&J HOME REPAIR	MURPHY PARK POOL HOUSE	3,880.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	77.55
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.58
			CAMERA SYSTEM	167.58
		R & G WINDOW CLEANING, LLC	TAYLOR CITY HALL CLEANING	71.25
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.94
			Coffee	22.68
			TOTAL:	17,119.34
ENGINEERING & INSPECTI	GENERAL FUND	RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	49.75
			TOTAL:	49.75
INTERNAL SVC/ I T DEPT	GENERAL FUND	AT&T	INTERNET	1,481.60
		OFFICE DEPOT CORPORATION	OFFICE DUSTER	27.88
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	106.42
			FICA CONTRIBUTIONS AND MAT	32.74
			FICA CONTRIBUTIONS AND MAT	104.26
			MEDICARE CONTRIB AND MATCH	24.89
			MEDICARE CONTRIB AND MATCH	7.66

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE CONTRIB AND MATCH	24.38
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	242.72
			TMRS CONTRIBUTIONS	63.99
			TMRS CONTRIBUTIONS	238.51
		TIME WARNER CABLE DBA SPECTRUM	CABLE	74.71
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	10.87
		VERIZON WIRELESS	CELL PHONE	42.00
			MIFI	30.00
		OLLE NETWORK TECH CONSULTANTS DBA ON	IT CONSULTING	4,052.87
			EMAIL MIGRATION	4,960.00
			CISCO VPN ROUTERS/LICENSE	6,152.64
			INSTALLATION	3,000.00
			DECEMBER OFFICE 365	1,000.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	25.85
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	PHONE LEASE	2,500.37
			TOTAL:	24,819.47
NON-DEPARTMENTAL	GENERAL FUND	S & D PLUMBING-TAYLOR, LLC	REFUND DUPLICATE PERMIT	110.00
			TOTAL:	110.00
TIF EXPENDITURES	TIF (TAX INCREMENT	RABA KISTNER, INC.	GATEWAY SIGN	418.00
			TOTAL:	418.00
HOTEL/MOTEL TAX	HOTEL/MOTEL FUND	TAYLOR CHAMBER OF COMMERCE	HOTEL/MOTEL COLL. FOR OCT	5,974.45
			TOTAL:	5,974.45
MUNICIPAL CRT TECHNOLO	MUNICIPAL CRT SPEC	TYLER TECHNOLOGIES, INC	TICKET WRITER MAINTENANCE	5,012.76
		VERIZON WIRELESS	IPAD AIR	579.99
		DELL FINANCIAL SERVICES LLC	DELL OPTIPLEX	64.46
			DELL OPTIPLEX/VOSTRO	1,100.00
			TOTAL:	6,757.21
LIBRARY	LIBRARY GRANT/DONA	OVERDRIVE, INC	OVERDRIVE E-BOOKS	3,000.00
			TOTAL:	3,000.00
AMY YOUNG BARRIER REMO	GENERAL CAPITAL IM	STEVENSON, ROBERT DBA EQUITY CDC	415 SAMS - AYBR GRANT	500.00
			TOTAL:	500.00
CEMETERY ROADS	GENERAL CAPITAL IM	ASSOCIATED SUPPLY COMPANY, INC	CORADER RENTAL	7,612.50
			TOTAL:	7,612.50
HOME PROGRAM-TDHCA	GENERAL CAPITAL IM	WM F FOREST & FOREST SURVEYING & MAPPI	109 S. ROBINSON SURVEY	1,800.00
			311 SAMS SURVEY-P. MORENO	1,800.00
			104 1ST AVE SURVEY	1,500.00
			106 1ST AVE SURVEY	1,500.00
		KUSKE, ARLENE DBA: KUSKE INSURANCE AGE	P. GRIFFIN INSUR.-111 1ST	975.75
			TOTAL:	7,575.75
MUSTANG CREEK TRIBUTOR	MDUS IMPROVEMENT P	HALFF ASSOCIATES, INC.	2019 MDUS BOND PROJECTS	34,783.00
			TOTAL:	34,783.00
ROADWAY IMPACT FEES	ROADWAY IMPACT FEE	MISCELLANEOUS D.R. HORTON	D.R. HORTON:REFUND FOR ROA	8,910.00
			TOTAL:	8,910.00
TRANSPORTATION	TRANSPORTATION FUN	TEXAS CRUSHED STONE CO.	THORNDALE RD/3 LOADS 3X5 R	491.38
			TOTAL:	491.38

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	SANITATION FUND	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	SALES & USE TAX ENDIN 11/3	6,976.19
			TOTAL:	6,976.19
SANITATION/TRASH	SANITATION FUND	PROGRESSIVE WASTE SOLUTIONS DBA WC OF	5323 RESIDENTIAL	66,070.18
			5324 RESIDENTIAL RECYCLE	17,303.00
			352 FRONT LOAD	45,719.35
			224 COMMERCIAL TOTERS	6,710.72
			TOTAL:	135,803.25
NON-DEPARTMENTAL	PUBLIC UTILITIES F	AFLAC	AFLAC DEC. 2019 INVOICE	459.17
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV. 2019	53.80
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,744.78
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	3,733.27
			FEDERAL WITHHOLDING	166.48
			FEDERAL WITHHOLDING	4,013.44
			FICA CONTRIBUTIONS AND MAT	2,687.29
			FICA CONTRIBUTIONS AND MAT	395.82
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	2,781.65
			MEDICARE CONTRIB AND MATCH	628.50
			MEDICARE CONTRIB AND MATCH	92.58
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	650.55
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,114.91
			TMRS CONTRIBUTIONS	446.88
			TMRS CONTRIBUTIONS	4.10
			TMRS CONTRIBUTIONS	3,221.45
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	92.08
		MILLS, TERESA NICHOLE c/o TX CHILD SUP	01-346 EDWARD AVALOS, JR.	386.31
			01-346 EDWARD AVALOS, JR.	386.31
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	303.94
			TOTAL:	25,367.79
UTILITIES ADMINISTRATI	PUBLIC UTILITIES F	BRINKS, INC.	NOVEMBER BRINKS	736.52
			FSC NOVEMBER	68.13
		DATAPROSE LLC	LATE BILLS	186.28
			REG BILLS	941.64
			POSTAGE	3,037.74
		FLUID METER SERVICE CORP	METER TEST - 2601 DONNA DR	75.00
		TYLER TECHNOLOGIES, INC	UTILITY CIS	5,930.80
			WEBSITE MAINTENANCE	50.00
			UTILITY MAINTENANCE	220.00
		McCREARY, VESELKA, BRAGG & ALLEN PC	BAD DEBT FEES-V. HERNANDEZ	20.74
		OFFICE DEPOT CORPORATION	OFFICE SUPPLIES	176.63
			OFFICE SUPPLIES	19.39
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	0.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,690.66
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	530.63
			FICA CONTRIBUTIONS AND MAT	119.04
			FICA CONTRIBUTIONS AND MAT	524.67
			MEDICARE CONTRIB AND MATCH	124.10
			MEDICARE CONTRIB AND MATCH	27.84
			MEDICARE CONTRIB AND MATCH	122.71
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,063.22
			TMRS CONTRIBUTIONS	232.70
			TMRS CONTRIBUTIONS	1,051.55

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	47.72
		VERIZON WIRELESS	CELL PHONE	126.00
			AIRCARD	30.00
		WAL-MART COMMUNITY/GEMB	OFFICE SUPPLIES	14.44
		DELL FINANCIAL SERVICES LLC	DELL OPTIPLEX 5070	2,482.47
			DELL 22" MONITOR	560.00
		SHY, CATHERINE	C. SHY SERVICES	255.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	155.10
		SHARCO TECHNOLOGIES, INC.	SECURITY CAMERA	350.00
		COMMUNITY COFFEE COMPANY LLC	Coffee	18.98
			Coffee	22.68
			TOTAL:	23,012.38
WASTEWATER TREATMENT	PUBLIC UTILITIES F	AUSTIN ARMATURE WORKS, LP	EMERGENCY REPAIR- VFD RAS	2,545.20
		AT&T	WASTE WATER	66.84
		AQUA-TECH LABORATORIES, INC.	NOVEMBER 2019 ANALYSIS	958.50
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 WASTE WATER	0.66
		FORT BEND SERVICES,INC.	POLYMER- WWTP	1,305.00
		PROGRESSIVE WASTE SOLUTIONS DBA WC OF	WWT/2 SLUDGE HAULS	970.10
		MOSS & MOSS INC. #3000	BLU PVC PIPE CEMENT- WWTP	4.49
			RECIP SAW/BLADE	102.58
			PLUMBING PARTS	56.40
			WHT CAP SLIP	0.89
			NON-POTABLE WATER REPAIRS	7.36
		OFFICE DEPOT CORPORATION	CALENDARS	39.30
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	12,688.35
		RISE SKYBEAM/JAB BROADBAND INC.	INTERNET	106.88
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,845.33
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	192.52
			FICA CONTRIBUTIONS AND MAT	17.86
			FICA CONTRIBUTIONS AND MAT	220.06
			MEDICARE CONTRIB AND MATCH	45.03
			MEDICARE CONTRIB AND MATCH	4.18
			MEDICARE CONTRIB AND MATCH	51.46
		TAYLOR OFFICE PRODUCTS INC	SLUDGE HAUL TICKETS-WWTP	685.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	378.71
			TMRS CONTRIBUTIONS	34.91
			TMRS CONTRIBUTIONS	432.54
		TECHLINE PIPE, L.P	6" PVC SEWER PIPE	105.84
		TRACTOR SUPPLY COMPANY	WORK PANTS- WWTP	218.48
			CARLOS G. WWTP- PANTS	41.37
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	25.79
		VERIZON WIRELESS	CELL PHONE	84.00
		USA BLUEBOOK; INC. DBA	HACH M-COLIBLUE 24 BROTH A	294.57
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	871.52
		MUNICIPAL VALVE & EQUIPMENT COMPANY, I	REBUILD VALVE IN RAS BLDG	1,935.00
		CTRMA PROCESSING	#601 TOLL FEE	6.28
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	77.55
			TOTAL:	26,420.55
DISTRIBUTION/COLLECTIO	PUBLIC UTILITIES F	AT&T	PUMP STATION	221.03
		NCH CORPORATION DBA	CUT-THRU SOLVENT	540.91
			TYVEK SUITS	446.85
		CITY OF ROUND ROCK	NOVEMBER 2019 BAC'TS	420.00
		IWORQ SYSTEMS, INC	SOFTWARE SUPPORT- 2020	2,095.00
		KEVIN COPELAND SAND/GRAVL	SANDY LOAM	910.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 UTILITIES	1.77
		DPC INDUSTRIES, INC.	CHLORINE,CALCIUM,AMMONIUM	983.31
		CORE & MAIN LP	METERS- INV. L338218	6,875.00
			METERS	11,000.00
		MISCELLANEOUS ROTTHOF BOOTS	ROTTHOF BOOTS: S. ROTHOFF	150.00
		MOSS & MOSS INC. #3000	DUST MASKS	13.99
			(7) KEYS FOR FORD TANK	17.50
			BROOM FOR TRUCK	22.49
			FORD TANK- TAP PARTS	9.78
			EXTENSION CORD- 50'	44.99
			ICE MACHINE FILTERS	17.98
			YEL THREAD SEAL	5.39
			FORD TANK-SIGN REPAIR-DRIL	19.79
			FORD TANK-SIGN REPAIR-HDWR	5.40
			RETURN TAPE,FOAM PIPE INSU	33.94
			(3) 60 LBS CONCRETE MIX	12.57
		OFFICE DEPOT CORPORATION	BLUE AND BLACK PENS	17.74
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	3,418.93
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	9,226.65
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,964.14
			FICA CONTRIBUTIONS AND MAT	258.92
			FICA CONTRIBUTIONS AND MAT	3.63
			FICA CONTRIBUTIONS AND MAT	2,036.92
			MEDICARE CONTRIB AND MATCH	459.37
			MEDICARE CONTRIB AND MATCH	60.56
			MEDICARE CONTRIB AND MATCH	0.85
			MEDICARE CONTRIB AND MATCH	476.38
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,951.36
			TMRS CONTRIBUTIONS	506.15
			TMRS CONTRIBUTIONS	7.10
			TMRS CONTRIBUTIONS	4,093.63
		TECHLINE PIPE, L.P	FULL CIRCLE CLAMPS	297.04
			PURPLE PRIMER & BLUE HOT G	268.05
			TAP SADDLES- 114 ROBINSON	306.65
		ATMOS ENERGY	NATURAL GAS-1200 N. MAIN S	165.68
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	137.86
		VERIZON WIRELESS	CELL PHONE	294.00
			IPADS	60.00
		WAL-MART COMMUNITY/GEMB	CELL PHONE CHARGERS	41.64
		WILLIAMSON COUNTY GRAIN	FILE- TRUCK 610	22.75
		USA BLUEBOOK; INC. DBA	PVC SUCTION HOSES- (2)	213.90
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	871.52
		AT&T U-VERSE	INTERNET	73.39
			INTERNET	73.39
		CINTAS CORPORATION #86	(4) YELLOW HIVIS BOMBER JA	231.91
			JACKET-JULIE R.	134.89
			UNIFORM RENTAL 708	204.88
			UNIFORM RENTAL-UTILITY	204.88
			UNIFORM RENTAL- UTIL&MAINT	204.88
			UNIFORM RENTAL- UTIL & MAI	204.88
		CHEM EQUIP	VR4 CHLORINE & LAS FEED	38,650.00
		KNIFE RIVER CORPORATION-SOUTH	CONCRETE AT FORD TANK	411.00
		TEXAS MATERIALS GROUP, INC.	SHELL STATION/MAIN ST. REP	23,900.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	387.75
			TOTAL:	117,691.61

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
UTILITIES NONDEPARTMEN	PUBLIC UTILITIES F	BRAZOS RIVER AUTHORITY	EWC WTP/O&M 337	166,512.86
			TOTAL:	166,512.86
NON-DEPARTMENTAL	AIRPORT FUND	PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV. 2019	18.95
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	254.91
			FEDERAL WITHHOLDING	25.56
			FEDERAL WITHHOLDING	318.18
			FICA CONTRIBUTIONS AND MAT	158.11
			FICA CONTRIBUTIONS AND MAT	33.48
			FICA CONTRIBUTIONS AND MAT	182.57
			MEDICARE CONTRIB AND MATCH	36.98
			MEDICARE CONTRIB AND MATCH	7.83
			MEDICARE CONTRIB AND MATCH	42.70
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	179.88
			TMRS CONTRIBUTIONS	37.80
			TMRS CONTRIBUTIONS	207.50
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	35.38
			TOTAL:	1,539.83
AIRPORT OPERATIONS DEP	AIRPORT FUND	AT&T	AIRPORT	105.51
		AVFUEL CORP.	100LL FUEL	16,672.45
		MIMMS, RONNIE A DBA ALL AREA OVERHEAD	HANGAR DOOR REPAIR	129.00
			HANGAR E-6 DOOR REPAIR	198.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	609.59
		RISE SKYBEAM/JAB BROADBAND INC.	INTERNET-AIRPORT	86.88
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	158.11
			FICA CONTRIBUTIONS AND MAT	33.48
			FICA CONTRIBUTIONS AND MAT	182.57
			MEDICARE CONTRIB AND MATCH	36.98
			MEDICARE CONTRIB AND MATCH	7.83
			MEDICARE CONTRIB AND MATCH	42.70
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	311.45
			TMRS CONTRIBUTIONS	65.45
			TMRS CONTRIBUTIONS	359.26
		TX COMMISSION ON ENVIRONMENTAL QUALITY	SWP3 PERMIT	200.00
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	16.41
		VERIZON WIRELESS	CELL PHONE	42.00
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	289.12
		LOWE'S HOME CENTERS INC	IMPACT DRIVER AIRPORT	255.48
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	51.70
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	SECURITY CAMERAS AT AIRPOR	187.42
		COMMUNITY COFFEE COMPANY LLC	Coffee	32.00
			Coffee	31.96
			TOTAL:	20,720.46
NON-DEPARTMENTAL	CEMETERY OPERATING	CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	106.73
			FEDERAL WITHHOLDING	115.51
			FICA CONTRIBUTIONS AND MAT	115.31
			FICA CONTRIBUTIONS AND MAT	29.76
			FICA CONTRIBUTIONS AND MAT	98.69
			MEDICARE CONTRIB AND MATCH	26.96
			MEDICARE CONTRIB AND MATCH	6.96
			MEDICARE CONTRIB AND MATCH	23.08
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	130.19
			TMRS CONTRIBUTIONS	33.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	111.43
			TOTAL:	798.22
CEMETERY OPERATING DEP	CEMETERY OPERATING	AT&T	CEMETERY	47.76
		ADT SECURITY SERVICES INC	CEM/SECURITY 1/1-3/31/2020	206.79
		TEXAS DEPARTMENT OF INFORMATION RESOUR	NOVEMBER 2019 CEMETERY	0.65
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	56.97
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,230.22
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	115.31
			FICA CONTRIBUTIONS AND MAT	29.76
			FICA CONTRIBUTIONS AND MAT	98.69
			MEDICARE CONTRIB AND MATCH	26.96
			MEDICARE CONTRIB AND MATCH	6.96
			MEDICARE CONTRIB AND MATCH	23.08
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	225.42
			TMRS CONTRIBUTIONS	58.18
			TMRS CONTRIBUTIONS	192.93
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	15.77
		VERIZON WIRELESS	CELL PHONE	72.00
		OLLE NETWORK TECH CONSULTANTS DBA ON	CISCO VPN ROUTERS/LICENSE	871.52
		AT&T U-VERSE	Internet	55.00
			INTERNET	55.00
		CINTAS CORPORATION #86	CEM/UNIFORMS 712364	13.31
			ST,GR/UNIFORMS 309214	13.31
			CEM/UNIFORMS 915560	13.31
			ST,GR/UNIFORMS 375543	13.31
		KNIPPA, DANIEL	CEM/3 REG 10/2-10/10/19	1,275.00
			CEM/NOV 1 ASHES, 2 REG OP/	950.00
			CEM/4 REG OP/CL12/7 - 12/1	1,700.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	51.70
			TOTAL:	7,418.91
NON-DEPARTMENTAL	FLEET SERVICES OPE	AFLAC	AFLAC DEC. 2019 INVOICE	152.07
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	35.00
			NATIONWIDE CONTRIBUTIONS	35.00
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV. 2019	33.90
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	283.28
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	425.69
			FEDERAL WITHHOLDING	86.07
			FEDERAL WITHHOLDING	417.08
			FICA CONTRIBUTIONS AND MAT	276.16
			FICA CONTRIBUTIONS AND MAT	68.45
			FICA CONTRIBUTIONS AND MAT	272.22
			MEDICARE CONTRIB AND MATCH	64.58
			MEDICARE CONTRIB AND MATCH	16.01
			MEDICARE CONTRIB AND MATCH	63.66
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	326.97
			TMRS CONTRIBUTIONS	77.28
			TMRS CONTRIBUTIONS	322.53
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	49.62
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	74.76
			TOTAL:	3,080.33
FLEET SERVICES SECTION	FLEET SERVICES OPE	ARNOLD OIL COMPANY OF AUSTIN, LP DBA A	#556 OIL	18.52
			#338 OIL FILTER	42.94
			#342 OIL FILTER	46.79

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			E11 RELAY CONNECTOR	20.79
			R1 WIPER BLADE	9.98
			B1 AIR FILTER	13.90
			#269 OIL FILTER	30.08
			#338 ROTOR	463.04
			#303 OIL FILTER	35.43
			#332 OIL FILTER	42.94
			E11 RELAY	12.92
			#332 AIR FILTER	30.98
			B2 WIPER BLADES	31.00
			#626 OIL	29.97
			STREET OIL	79.95
			FLEET WINDSHIELD WASH	8.37
			#535 OIL FILTER	42.51
			PREMIX FUEL FOR WATER DEPT	39.98
			GREASE TUBES FOR SHOP	26.97
			#535 AIR FILTER	23.00
			WATER FLUID FOR WATER DEPT	6.26
			#621 HYDROLIC FLUID	62.28
			#35 WIPER BLADE	7.98
		COUFAL-PRATER EQUIP LLC DBA UNITED AG	E11 RELAY	40.32
			BACK HOE PINS	112.40
			#551 LIGHT SWITCH	35.31
			BACK-HOES TOOTH	132.16
		COVERT COUNTRY OF HUTTO	#343 REPAIR	77.50
		FREIGHTLINER OF AUSTIN	R1 OIL FILTER	52.07
		GEORGETOWN OUTDOOR POWER, INC.	B1 FILTER	37.96
			B2 FILTER	37.96
		HENNA CHEVROLET INC	#343 RELAY	60.66
			#338 LINK	333.58
			STOCK BLADER	38.00
			#332 SENSOR	61.22
			#332 CONNECTOR	31.87
			#269 THROTTLE	343.56
		O'REILLY AUTOMOTIVE, INC.	#35/#47/#620/#621 FILTERS	1,055.43
			#338 BRAKE PADS	151.90
			SERVICE TECHNICIAN TRAININ	600.00
			DRIP TRAY	299.97
			R1 FILTER	53.62
			SHOP	29.99
			E11 OIL	59.97
		INTERSTATE BATT. N AUSTIN	#329 BATTERY	119.73
			#615 BATTERY	124.95
			SHOP CASE	70.00
		MOSS & MOSS INC. #8000	FIRE DEPT CAP & NIPPLE	5.29
			GAUGE FOR SHOP	25.18
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,230.22
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	276.16
			FICA CONTRIBUTIONS AND MAT	68.45
			FICA CONTRIBUTIONS AND MAT	272.22
			MEDICARE CONTRIB AND MATCH	64.58
			MEDICARE CONTRIB AND MATCH	16.01
			MEDICARE CONTRIB AND MATCH	63.66
		PALBO O. FLORES DBA PAULS BODY SHOP &	#615 TOWING	75.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	566.13
			TMRS CONTRIBUTIONS	133.81

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	558.44
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	25.57
		VERIZON WIRELESS	CELL PHONE	84.00
			IPAD	30.00
		WILLIAMSON COUNTY EQUIP.	STREETS BLOWER AIR FILTER	25.28
		WILLIAMSON COUNTY GRAIN	PARKS BLOWERS	25.28
		CINTAS CORPORATION #86	FLEET/UNIFORMS 712322	17.62
			FLEET/UNIFORMS 309159	17.62
			FLEET/UNIFORMS 915622	17.62
			FLEET/UNIFORMS 375387	17.62
		ASSOCIATED SUPPLY COMPANY, INC	FUEL	26.83
		TAYLOR LUBE CENTER	#619 OIL CHANGE	78.52
			#610 OIL CHANGE	36.43
			#305 OIL CHANGE	73.98
		GADDES, LARRY, WILLIAMSON CTY TAX ASSE	610/569/R1/BT1/561/304/305	97.50
			Convenience Fee	2.10
			611/307 Registrations	16.50
			Convenience Fee	0.35
			CONVENIENCE FEE	0.71
			502/25/615/730 REGISTRATIO	33.00
		SIDDONS MARTIN EMERGENCY GROUP LLC	T1 SWITCH	501.32
		FLEETCOR TECHNOLOGIES, INC.LLC DBA FUE	FUEL	4,999.87
			FUEL	7,552.88
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	51.70
		SOUTHERN TIRE MART	#615 TIRES	738.00
			#345 TIRES	496.00
		T&W TIRE LLC	TIRES	293.82
			T1 TIRES	280.00
		COMMUNITY COFFEE COMPANY LLC	Coffee	32.00
			Coffee	32.00
			TOTAL:	24,045.98
FLEET REPLACEMENT	FLEET REPLACEMENT	METRO FIRE APPARATUS SPECIALISTS, INC	GMP PUMP, MID MOUNTED	744,716.00
		CITIZENS NTL BANK-CAPITAL EQUIP ACCT	CITIZENS NTL BANK-CAPITAL	5,252.18
			CITIZENS NTL BANK-CAPITAL	77.07
		DEFENDER SUPPLY LLC	(12) GAMBER JOHNSON	683.00
		JOHN DEERE FINANCIAL F.S.B.DBA DEERE C	858.56	858.56
			858.56	116.52
			JD GATORS	542.28
		WELLS FARGO FINANCIAL LEASING	PAY #25	865.24
			PAY #25	88.48
			PAY #26	867.58
			PAY #26	86.14
			TOTAL:	754,153.05
NON-DEPARTMENTAL	POOLED CASH	JPMORGAN CHASE BANK NA	10-11/2019 TRANSACTIONS	10,492.49
			10-12/2019 TRANSACTIONS	7,999.21
			10-12/2019 TRANSACTIONS	3,640.62
			TOTAL:	22,132.32

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT

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

100	GENERAL FUND	742,035.30
119	TIF (TAX INCREMENT FUND)	418.00
120	HOTEL/MOTEL FUND	5,974.45
125	MUNICIPAL CRT SPECIAL FEE	6,757.21
129	LIBRARY GRANT/DONATION	3,000.00
162	GENERAL CAPITAL IMPROVEME	15,688.25
164	MDUS IMPROVEMENT PROJECTS	34,783.00
200	ROADWAY IMPACT FEE FUND	8,910.00
210	TRANSPORTATION FUND	491.38
320	SANITATION FUND	142,779.44
340	PUBLIC UTILITIES FUND	359,005.19
350	AIRPORT FUND	22,260.29
370	CEMETERY OPERATING FUND	8,217.13
382	FLEET SERVICES OPERATING	27,126.31
384	FLEET REPLACEMENT FUND	754,153.05
950	POOLED CASH	22,132.32
	GRAND TOTAL:	2,153,731.32

TOTAL PAGES: 23

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 95-CITY OF TAYLOR
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 12/01/2019 THRU 12/31/2019
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

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

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

Attachment D

Balance Sheets by Funds

General Fund
Special Revenue Funds
Roadway Impact Fund
Transportation Fund
Municipal Utility Drainage Fund
Sanitation Fund
Utility Fund
Utility Impact Fund
Airport Fund
Cemetery Fund
Fleet Services Operating Fund
Fleet Replacement Fund

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
100-100-100	PETTY CASH	1,650.00		
100-100-102	CLAIM ON POOLED CASH	(3,991,986.72)		
100-100-103	FROST SAFEKEEPING 1004078	2,685,014.79		
100-100-104	FROST ACCT 0591800744	3,886.77		
100-100-105	MONEY MARKET @CNB #4260618	12,229.96		
100-100-106	VALERO DONATION FUNDS TEXPOOL	512,790.26		
100-100-107	GEN OPERATING TXCLASS 0008	0.00		
100-100-108	NED TRUST(MOODY)TEXSTAR	199,766.17		
100-100-109	PRINCOR GEN FUND 6FR-139362	0.26		
100-100-110	TEXPOOL 2465300006 POOLED CASH	7,303,844.92		
100-100-113	TEXPOOL 2465300015 N MOODY	52,753.02		
100-120-100	PROPERTY TAXES RECEIVABLE	150,568.17		
100-120-103	MISC. ACCOUNTS RECEIVABLE	27,956.97		
100-120-110	ALLOWANCE UNCOLLECTED TAXES	0.00		
100-120-120	SALES TAXES RECEIVABLE	576,034.09		
100-120-130	ACCTS RECEIVABLE GARBAGE	0.00		
100-120-131	ALLOWANCE - GARBAGE	0.00		
100-120-140	GRANTS RECEIVABLE	14,559.80		
100-120-240	DUE FROM TAXES	0.00		
100-120-250	DUE FROM FUND 350 FOR LOAN	0.00		
100-120-251	DUE FROM FUND 350	0.00		
100-120-302	TEDC REIMBURSE FOR MAIN ST	0.00		
100-150-100	OTHER ASSETS (AUDITOR'S ENTRY)	0.00		
100-170-100	CURRENT YR RES FOR ENCUMBRANCE	(342,589.52)		
100-170-101	PRIOR YR RES FOR ENCUMBRANCE	119,250.09		
100-180-101	DUE FROM SOURCES-GRANT REVENUE	0.00		
100-190-102	DEFERRED CHGS-BOND ISSUE COST	0.00		
			7,325,729.03	
	TOTAL ASSETS			7,325,729.03
				==============
LIABILITIES				
===========				
100-200-100	ACCRUED PAYBLES	0.00		
100-200-110	ENCUMBERED PAYABLE GEN.	(342,589.52)		
100-200-111	PRIOR YEAR ENCUMBRANCE	119,250.09		
100-200-200	FICA & MEDICARE PAYABLE	0.00		
100-200-201	FEDERAL WITHHOLDING PAYABLE	0.00		
100-200-202	TMRS PAYABLE	0.00		
100-200-203	DEFERRED COMP PAYABLE	1,385.88		
100-200-204	CIVIL SERVICE-SICK LEAVE	0.00		
100-200-205	TEDC SALES TAX PAYABLE	0.00		
100-200-210	CHILD SUPPORT PAYABLE	(92.31)		
100-200-211	GARNISHMENTS PAYABLE	0.00		
100-200-212	UNUM LIFE INS PAYABLE	603.13		
100-200-213	DENTAL PAYABLE	(825.53)		
100-200-214	AFLAC PAYABLE	2,968.33		
100-200-215	CLOTHES RENTAL PAYABLE	0.00		
100-200-216	CINCINNATI LIFE PAYABLE	28.71		

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
100-200-218	BLUE CHOICE PAYABLE	27.62		
100-200-219	SCOTT & WHITE HEALTH PAYABLE	443.92		
100-200-220	S&W PAYABLE 2001-2011	(9,793.98)		
100-200-222	PRE-PAID LEGAL PAYABLE	(920.55)		
100-200-228	MISC DEDUCTIONS PAYABLE	0.00		
100-200-229	MET LIFE DENTAL PAYABLE	(551.91)		
100-200-230	UNITED WAY PAYABLE	0.00		
100-200-231	MEMBERSHIP/DUES PAYABLE	200.00		
100-200-232	COURT BOND REFUND PAYABLE	(509.80)		
100-200-233	OTHER A/P PENDING (AUDITOR)	(52,259.66)		
100-200-235	VISION PLAN PAYABLE	338.82		
100-200-300	RETAINAGE PAYABLE	(24,973.43)		
100-200-301	COURT COLLECTIONS	30,830.40		
100-200-401	WAGES PAYABLE	28,954.07		
100-200-500	DUE TO OTHER FUNDS	252,732.03		
100-200-502	DUE TO STATE/COURT FEES	45,080.19		
100-200-503	DUE TO COMPT. SALES TAX	0.00		
100-200-504	DUE TO TEDC-MONTHLY SALES TAX	0.00		
100-200-505	DUE TO OMNIBASE SERVICES INC	1,200.43		
100-200-507	DUE TO S&W/COBRA FROM OTHERS	40.17		
100-200-508	DUE TO TISD:HOUSING AUTH PILOT	0.00		
100-200-509	DUE TO TMRS FROM TEDC	(3,062.47)		
100-210-111	DUE TO I&S (TAX COLLECTIONS)	2,153.54		
100-220-100	TAX DISTRIBUTION	0.00		
100-240-100	DEFERRED TAX REVENUE	150,568.17		
100-240-101	UNCLAIMED FUNDS	12,115.79		
100-240-102	DEFERRED REV-BOND PREMIUM	0.00		
100-240-103	DEFERRED REVENUE	0.00		
	TOTAL LIABILITIES		213,342.13	
EQUITY				
======				
100-260-111	RESERVE CHRISTMAS DONATIONS	600.00		
100-260-113	ESCROW-BONDS POSTED-DEFENDENTS	2,657.95		
100-265-100	RESTRICTED PORTION FUND BA	0.00		
100-270-100	FUND BALANCE	5,276,350.88		
100-280-100	ASSIGNED FUND BALANCE	32,396.29		
	TOTAL BEGINNING EQUITY	5,312,005.12		
	TOTAL REVENUE	5,387,732.90		
	TOTAL EXPENSES	3,587,351.12		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	1,800,381.78		
	TOTAL EQUITY & FUND BALANCE		7,112,386.90	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			7,325,729.03
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

119-TIF (TAX INCREMENT FUND)

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
119-100-102	CLAIM ON POOLED CASH	(247,702.23)		
119-100-103	SECURITY INVESTMENTS-FROST BAN	0.00		
119-100-104	FROST ACCT 0591800744	0.00		
119-100-115	TEXPOOL 246530004 TIF PROP TAX	687,027.43		
119-120-103	MISC ACCOUNTS RECEIVABLE	0.00		
119-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00		
119-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
			439,325.20	
	TOTAL ASSETS			439,325.20
LIABILITIES				
119-200-110	CURRENT YEAR ENCUMBRANCE	0.00		
119-200-111	PRIOR YEAR ENCUMBRANCE	0.00		
119-200-500	ACCOUNTS PAYABLE PENDING	2,355.05		
	TOTAL LIABILITIES		2,355.05	
EQUITY				
119-270-100	FUND BALANCE	600,293.90		
	TOTAL BEGINNING EQUITY	600,293.90		
	TOTAL REVENUE	3,000.58		
	TOTAL EXPENSES	166,324.33		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(163,323.75)		
	TOTAL EQUITY & FUND BALANCE		436,970.15	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			439,325.20

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

120-HOTEL/MOTEL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
120-100-102	CLAIM ON POOLED CASH	118,354.40		
120-120-103	MISC ACCOUNTS RECEIVABLE	0.00		
120-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00		
120-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
			118,354.40	
	TOTAL ASSETS			118,354.40
LIABILITIES				
120-200-110	CURRENT YEAR ENCUMBRANCE	0.00		
120-200-111	PRIOR YEAR ENCUMBRANCE	0.00		
120-200-500	ACCOUNTS PAYABLE PENDING	0.00		
120-200-505	DUE TO SAYDA 380 AGREEMENT	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
120-270-100	FUND BALANCE	90,067.48		
	TOTAL BEGINNING EQUITY	90,067.48		
	TOTAL REVENUE	52,031.01		
	TOTAL EXPENSES	23,744.09		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	28,286.92		
	TOTAL EQUITY & FUND BALANCE		118,354.40	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			118,354.40

BALANCE SHEET

AS OF: DECEMBER 31ST, 2019

123-MAIN STREET REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
123-100-102	CLAIM ON POOLED CASH	76,483.42		
123-120-103	MISC ACCOUNTS RECEIVABLES	0.00		
123-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,985.00)		
123-170-101	PRIOR YR RES FOR ENCUMBRANCE	1,985.00		
			76,483.42	
	TOTAL ASSETS			76,483.42
LIABILITIES				
123-200-110	CURRENT YEAR ENCUMBRANCE	(1,985.00)		
123-200-111	PRIOR YEAR ENCUMBRANCE	1,985.00		
123-200-500	ACCOUNTS PAYABLE PENDING	600.00		
123-240-100	PRE-REGISTER FESTIVAL/CARSHOW	0.00		
	TOTAL LIABILITIES		600.00	
EQUITY				
123-270-100	FUND BALANCE	63,885.62		
	TOTAL BEGINNING EQUITY	63,885.62		
	TOTAL REVENUE	37,229.30		
	TOTAL EXPENSES	25,231.50		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	11,997.80		
	TOTAL EQUITY & FUND BALANCE		75,883.42	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			76,483.42

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

125-MUNICIPAL CRT SPECIAL FEE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
125-100-102	CLAIM ON POOLED CASH	100,385.86		
125-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,996.67)		
125-170-101	PRIOR YR RES FOR ENCUMBRANCE	1,253.00		
			99,642.19	
	TOTAL ASSETS			99,642.19
				==============
LIABILITIES				
===========				
125-200-110	CURRENT YEAR ENCUMBRANCE	(1,996.67)		
125-200-111	PRIOR YEAR ENCUMBRANCE	1,253.00		
125-200-500	ACCOUNTS PAYABLE PENDING	1,164.46		
	TOTAL LIABILITIES		420.79	
EQUITY				
======				
125-270-100	FUND BALANCE	104,605.78		
	TOTAL BEGINNING EQUITY	104,605.78		
	TOTAL REVENUE	2,828.41		
	TOTAL EXPENSES	8,212.79		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(5,384.38)		
	TOTAL EQUITY & FUND BALANCE		99,221.40	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			99,642.19
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

129-LIBRARY GRANT/DONATION

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
129-100-102	CLAIM ON POOLED CASH	51,028.46		
129-100-103	TEXSTAR: NOBLE TRUST - 3444	920.64		
129-100-108	NED TRUST (LIBRARY) TEXSTAR	283,636.86		
129-120-103	MISC ACCTS RECEIVABLE	0.00		
129-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,436.37)		
129-170-101	PRIOR YR RES FOR ENCUMBRANCE	1,436.37		
			335,585.96	
	TOTAL ASSETS			335,585.96
				==============
LIABILITIES				
===========				
129-200-110	CURRENT YEAR ENCUMBRANCE	(1,436.37)		
129-200-111	PRIOR YEAR ENCUMBRANCE	1,436.37		
129-200-233	OTHER A/P PENDING (AUDITOR)	(10,945.00)		
129-200-500	ACCOUNTS PAYABLE PENDING	13,945.00		
	TOTAL LIABILITIES		3,000.00	
EQUITY				
======				
129-270-100	FUND BALANCE	335,690.98		
	TOTAL BEGINNING EQUITY	335,690.98		
	TOTAL REVENUE	1,206.38		
	TOTAL EXPENSES	4,311.40		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(3,105.02)		
	TOTAL EQUITY & FUND BALANCE		332,585.96	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			335,585.96
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

200-ROADWAY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
200-100-102	CLAIM ON POOLED CASH	249,844.39		
			249,844.39	
	TOTAL ASSETS			249,844.39
LIABILITIES				
200-200-500	ACCOUNTS PAYABLE PENDING	8,910.00		
	TOTAL LIABILITIES		8,910.00	
EQUITY				
200-270-100	FUND BALANCE	246,334.39		
	TOTAL BEGINNING EQUITY	246,334.39		
	TOTAL REVENUE	3,510.00		
	TOTAL EXPENSES	8,910.00		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(5,400.00)		
	TOTAL EQUITY & FUND BALANCE		240,934.39	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			249,844.39

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

210-TRANSPORTATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
210-100-101	2019 CO BOND FUNDS TEXSTAR	4,316,403.47		
210-100-102	CLAIM ON POOLED CASH	963,519.30		
210-120-130	ACCTS RECEIVABLE TRANSPORTATIO	39,790.63		
210-120-131	ALLOWANCE-TRANSPORTATION	0.00		
210-170-100	CURRENT YR RES FOR ENCUMBRANCE	(18,285.00)		
210-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
			5,301,428.40	
	TOTAL ASSETS			5,301,428.40
LIABILITIES				
210-200-100	ACCRUED PAYABLES	0.00		
210-200-110	CURRENT YR ENCUMBRANCES	(18,285.00)		
210-200-111	PRIOR YR ENCUMBRANCES	0.00		
210-200-500	ACCOUNTS PAYABLE PENDING	4,305.21		
210-240-101	UNCLAIMED FUNDS	0.00		
	TOTAL LIABILITIES		(13,979.79)	
EQUITY				
210-270-100	FUND BALANCE	5,111,321.56		
	TOTAL BEGINNING EQUITY	5,111,321.56		
	TOTAL REVENUE	216,854.79		
	TOTAL EXPENSES	12,768.16		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	204,086.63		
	TOTAL EQUITY & FUND BALANCE		5,315,408.19	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			5,301,428.40

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

300-MUNICIPAL DRAINAGE UTILIT

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
300-100-102	CLAIM ON POOLED CASH	170,711.33		
300-120-100	DRAINAGE RECEIVABLE	27,760.69		
300-120-130	ALLOWANCE FOR DOUBTFUL ACCTS	(3,864.08)		
300-160-206	FIXED ASSET-WORK IN PROGRESS	0.00		
300-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00		
300-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
300-190-103	ACCUMULATED DEPRECIATION	0.00		
			194,607.94	
	TOTAL ASSETS			194,607.94
				==============
LIABILITIES				
===========				
300-200-104	ACCRUED INTEREST PAYABLE	0.00		
300-200-110	CURRENT YEAR ENCUMBRANCES	0.00		
300-200-111	PRIOR YEAR ENCIMBRANCES	0.00		
300-200-233	OTHER A/P PENDING (AUDITOR)	0.00		
300-200-240	BOND PAYABLE - CURRENT	0.00		
300-200-300	RETAINAGE PAYABLE	0.00		
300-200-500	ACCOUNTS PAYABLE PENDING	967.78		
	TOTAL LIABILITIES		967.78	
EQUITY				
======				
300-250-100	CONTRIBUTED CAPITAL-DRAINAGE	0.00		
300-270-100	FUND BALANCE	186,058.83		
	TOTAL BEGINNING EQUITY	186,058.83		
	TOTAL REVENUE	123,769.25		
	TOTAL EXPENSES	116,187.92		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	7,581.33		
	TOTAL EQUITY & FUND BALANCE		193,640.16	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			194,607.94
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

320-SANITATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
320-100-102	CLAIM ON POOLED CASH	245,524.83		
320-120-103	MISC ACCOUNTS RECEIVABLE	0.00		
320-120-130	ACCTS RECEIVABLE GARBAGE	74,867.90		
320-120-131	ALLOWANCE-GARBAGE	(2,691.04)		
320-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00		
320-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
			317,701.69	
	TOTAL ASSETS			317,701.69
LIABILITIES				
320-200-100	ACCRUED PAYABLES	0.00		
320-200-110	CURRENT YR ENCUMBRANCES	0.00		
320-200-111	PRIOR YR ENCUMBRANCES	0.00		
320-200-500	ACCOUNTS PAYABLE PENDING	135,587.20		
320-200-503	DUE TO STATE COMPT SALES TAX	16,509.25		
320-240-101	UNCLAIMED FUNDS	0.00		
	TOTAL LIABILITIES		152,096.45	
EQUITY				
320-270-100	FUND BALANCE	167,817.57		
	TOTAL BEGINNING EQUITY	167,817.57		
	TOTAL REVENUE	447,484.80		
	TOTAL EXPENSES	449,697.13		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(2,212.33)		
	TOTAL EQUITY & FUND BALANCE		165,605.24	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			317,701.69

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
340-100-100	PETTY CASH	1,350.00		
340-100-101	2019 CO BOND FUNDS TEXSTAR	4,716,729.39		
340-100-102	CLAIM ON POOLED CASH	1,615,535.27		
340-100-103	FROST SAFEKEEPING 1004078	0.00		
340-100-104	FROST ACCT 0591800744	508,125.00		
340-100-107	TEXPOOL 2465300012 TOWER RENT	438,698.11		
340-100-110	TEXPOOL 2465300001 UTILITY FD	68,301.67		
340-100-116	UTILITY OPERATING-TXCLASS 0007	0.00		
340-100-118	TEXPOOL RATE STABILIZATION 18	644,586.69		
340-100-119	TEXPOOL CAPITAL OUTLAY-ASSETS	310,734.67		
340-100-120	TEXPOOL WORKING CAPITAL-CIP	459,253.71		
340-100-121	TEXPOOL 2017 WWTP IMPROVMNTS	12,051.55		
340-120-100	ACCOUNTS RECEIVABLE	358,048.35		
340-120-101	CURRENT REFUND PAYABLE	9,551.16		
340-120-102	UNAPPLIED CREDITS	(38,930.45)		
340-120-103	MISC. ACCOUNTS RECEIVABLE	27,472.48		
340-120-104	AR - AUDIT ACCRUALS	0.00		
340-120-130	ALLOWANCE-ACCTS. RECEIVABLE	(6,352.22)		
340-140-100	INVENTORY	139,947.93		
340-150-100	BOND ISSUANCE COSTS	0.00		
340-150-105	DEFERRED AMT ON REFUNDING	32,391.57		
340-160-100	LAND	457,201.00		
340-160-200	BUILDINGS	6,363,714.34		
340-160-206	FIXED ASSETS: WORK IN PROGRESS	3,072,073.76		
340-160-225	PLANT DISTRIBUTION/COLLECTION	46,814,779.80		
340-160-235	EQUIPMENT	714,794.88		
340-170-100	CURRENT YR RES FOR ENCUMBRANCE	(262,112.44)		
340-170-101	PRIOR YR RES FOR ENCUMBRANCE	161,168.80		
340-190-103	ACCUMULATED DEPRECIATION	(22,688,704.25)		
			43,930,410.77	
	TOTAL ASSETS			43,930,410.77
				==============
LIABILITIES				
===========				
340-200-104	ACCRUED INTEREST PAYABLE	104,944.75		
340-200-110	CURRENT YEAR ENCUMBRANCES	(262,112.44)		
340-200-111	PRIOR YEAR ENCUMBRANCE	161,168.80		
340-200-200	FICA AND MEDICARE PAYABLE	(831.14)		
340-200-201	FEDERAL WITHHOLDING PAYABLE	(1,144.93)		
340-200-202	TMRS PAYABLE	0.00		
340-200-203	DEFERRED COMP PAYABLE	134.73		
340-200-204	DEFERRED CHARGES	0.00		
340-200-208	ACCRUED VACATION	29,840.24		
340-200-209	CHILD SUPPORT PAYABLE	0.00		
340-200-210	NET PENSION LIABILITY	616,552.72		
340-200-211	GARNISHMENTS PAYABLE	0.00		
340-200-212	UNUM LIFE INS PAYABLE	154.58		
340-200-213	DENTAL PAYABLE	122.56		

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
340-200-214	AFLAC PAYABLE	239.76		
340-200-215	CLOTHES RENTAL PAYABLE	0.00		
340-200-218	BLUE CHOICE PAYABLE	175.48		
340-200-219	SCOTT & WHITE HEALTH PAYABLE	(5,723.13)		
340-200-222	PRE-PAID LEGAL PAYABLE	(167.45)		
340-200-228	MISC. DEDUCTIONS PAYABLE	0.00		
340-200-229	MET LIFE DENTAL PAYABLE	(135.78)		
340-200-230	UNITED WAY PAYABLE	(1.00)		
340-200-233	OTHER A/P PENDING (AUDITOR)	(15,805.47)		
340-200-235	VISION PLAN PAYABLE	28.85		
340-200-240	BONDS PAYABLE-CURRENT	0.00		
340-200-300	RETAINAGE PAYABLE	50,723.82		
340-200-500	ACCOUNTS PAYABLE PENDING	363,304.03		
340-200-999	UNRECONCILED DIFFERENCES	0.00		
340-210-100	UNAMORT. BOND DISCOUNT	(4,267.80)		
340-210-101	BOND PREMIUMS	1,327,244.40		
340-210-102	DEFERRED AMT ON REFUNDING	(624,228.89)		
340-210-110	DEFERRED OUTFLOW RESORCES TMRS	(91,170.76)		
340-210-115	DEFERRED OUTFLOW INVST TMRS	87,150.59		
340-210-118	DEFERRED INFLOW-ACTUAL VS ASSM	31,373.18		
340-210-119	DEFERRED OUTFLOW-CHNG IN ASSUM	(2,154.18)		
340-230-109	CAPITAL LEASE BANC ONE NEMI	0.00		
340-230-111	8.745M CO SERIES 2010 (6.11M)	180,000.00		
340-230-114	4.5M CO SERIES 2003 (65%)	0.00		
340-230-115	4.2M COMB CO 2006 (4M)	3,830,000.00		
340-230-116	10M COMB SERIES 2007 (7M)	6,325,000.00		
340-230-117	9.615M COMB SERIES 08 (6.615M)	0.00		
340-230-118	8.995 GO REFUNDING 2009	520,000.00		
340-230-119	2.625 GO REF 2010	0.00		
340-230-120	5.450M GO REF 2012 (1.460M)	915,000.00		
340-230-121	4.595M 2015 GO REF (1.695M)	1,620,000.00		
340-230-122	8.010M 2016 GO REF (5.065M)	5,065,000.00		
340-230-123	5.34M COMB SERIES 2017(2.250M)	2,270,000.00		
340-230-124	3.02M GO REF 2017 (1.585M)	1,565,000.00		
340-230-125	12.590 M 2019 COs (4.425M)	4,425,000.00		
340-240-100	METER DEPOSITS	452,842.00		
340-240-101	UNCLAIMED FUNDS	5,401.17		
340-240-120	ALLOWANCE FOR BAD DEBT	0.00		
	TOTAL LIABILITIES		28,938,658.69	
EQUITY				
======				
340-250-100	CONTRIBUTED CAPITAL-WATER OPER	454,779.30		
340-250-101	CONTRIBUTED CAPITAL SEWER OPER	60,475.00		
340-270-100	FUND BALANCE	14,368,550.73		
	TOTAL BEGINNING EQUITY	14,883,805.03		
	TOTAL REVENUE	2,553,879.23		
	TOTAL EXPENSES	2,445,932.18		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	107,947.05		
	TOTAL EQUITY & FUND BALANCE		14,991,752.08	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			43,930,410.77
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

345-UTILITY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
345-100-102	CLAIM ON POOLED CASH	1,320,799.77		
345-160-206	WORK IN PROGRESS	0.00		
345-160-225	PLANT DISTRIBUTION	104,188.68		
345-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,411.60)		
345-170-101	PRIOR YR RES FOR ENCUMBRANCE	1,411.60		
			1,424,988.45	
	TOTAL ASSETS			1,424,988.45
LIABILITIES				
345-200-110	CURRENT YEAR ENCUMBRANCE	(1,411.60)		
345-200-111	PRIOR YEAR ENCUMBRANCE	1,411.60		
345-200-233	OTHER A/P PENDING (AUDITOR)	0.00		
345-200-500	ACCOUNTS PAYABLE PENDING	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
345-270-100	FUND BALANCE	1,396,488.45		
	TOTAL BEGINNING EQUITY	1,396,488.45		
	TOTAL REVENUE	28,500.00		
	TOTAL EXPENSES	0.00		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	28,500.00		
	TOTAL EQUITY & FUND BALANCE		1,424,988.45	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			1,424,988.45

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

350-AIRPORT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
350-100-102	CLAIM ON POOLED CASH	71,090.22		
350-100-106	TEXPOOL 2017 AIRPORT CONST	1,019,225.47		
350-120-100	AIRPORT RECEIVABLES	7,920.38		
350-120-101	REFUND CHECKS PAYABLE	0.00		
350-120-103	MISC. ACCOUNTS RECEIVABLES	3,041.33		
350-120-140	GRANTS RECEIVABLE	0.00		
350-120-250	DUE FROM OTHER FUNDS (AUDITOR)	1,360.00		
350-150-100	BOND ISSUANCE COSTS	0.00		
350-150-105	DEFERRED AMT ON REFUNDING	3,842.71		
350-160-100	LAND	859,833.00		
350-160-200	T-HANGERS (BUILDINGS)	1,264,756.23		
350-160-206	FIXED ASSETS:WORK IN PROGRESS	2,923,345.07		
350-160-210	EQUIPMENT	107,159.00		
350-160-300	RUNWAY	2,238,415.96		
350-160-335	FIELD EQUIPMENT	0.00		
350-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00		
350-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00		
350-190-103	ACCUMULATED DEPRECIATION	(1,591,509.88)		
			6,908,479.49	
	TOTAL ASSETS			6,908,479.49
				==============
LIABILITIES				
===========				
350-200-100	ACCRUED ACCOUNTS PAYABLE	0.00		
350-200-110	CURRENT YEAR ENCUMBRANCE	0.00		
350-200-111	PRIOR YEAR ENCUMBRANCE	0.00		
350-200-200	FICA AND MEDICARE PAYABLE	0.00		
350-200-201	FEDERAL WITHHOLDING PAYABLE	0.00		
350-200-202	TMRS PAYABLE	0.00		
350-200-210	NET PENSION LIABILITY	22,520.91		
350-200-213	DENTAL PAYABLE	42.00		
350-200-222	PRE-PAID LEGAL	0.00		
350-200-233	OTHER A/P PENDING (AUDITOR)	(617.76)		
350-200-235	VISION PLAN PAYABLE	4.37		
350-200-240	BONDS PAYABLE-CURRENT	0.00		
350-200-401	WAGES PAYABLE	984.42		
350-200-500	ACCOUNTS PAYABLE PENDING	1,935.23		
350-200-501	DUE TO FUND 100 (LOAN ADVANCE)	0.00		
350-200-502	DUE TO FUND 100	0.00		
350-200-505	DUE TO OTHER FUNDS	19,710.00		
350-200-999	UNRECONCILED DIFFERENCE	(271.67)		
350-210-100	UNAMORT. BOND DISCOUNT	4,589.11		
350-210-101	BOND PREMIUMS	23,831.60		
350-210-110	DEFERRED OUTFLOW TMRS CONT	(3,330.21)		
350-210-115	DEFERRED OUTLOW INVST TMRS	3,183.36		
350-210-118	DEFERRED INFLOW ACT VS ASSMPT	1,145.97		
350-210-119	DEFERRED OUTFLOW CNGS IN ASSUM	(78.69)		
350-230-101	LONG TERM DEBT	0.00		

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

350-AIRPORT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
350-230-102	BOND PAYABLE-$290K REF 2010	75,000.00		
350-230-103	5.34M COMB SERIES 2017(1.445M)	1,450,000.00		
350-240-101	ACCRUED INTEREST PAYABLE	6,051.25		
	TOTAL LIABILITIES		1,604,699.89	
EQUITY				
======				
350-250-100	CONTRIBUTED CAPITAL GRANT	4,274,320.92		
350-250-101	CONTRIBUTED CAPITAL CITY	75,265.82		
350-280-100	RETAINED EARNINGS	514,156.10		
350-281-100	PRIOR PERIOD ADJUSTMENTS	442,482.09		
	TOTAL BEGINNING EQUITY	5,306,224.93		
	TOTAL REVENUE	115,253.12		
	TOTAL EXPENSES	117,698.45		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(2,445.33)		
	TOTAL EQUITY & FUND BALANCE		5,303,779.60	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			6,908,479.49
				==============

BALANCE SHEET

AS OF: DECEMBER 31ST, 2019

370-CEMETERY OPERATING FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
370-100-102	CLAIM ON POOLED CASH	204,882.60		
370-120-103	MISC ACCOUNTS RECEIVABLES	0.00		
370-160-206	FIXED ASSETS-WORK IN PROGRESS	10,032.80		
370-170-100	CURRENT YR RES FOR ENCUMBRANCE	(959.83)		
370-170-101	PRIOR YR RES FOR ENCUMBRANCE	959.83		
370-190-103	ACCUMULATED DEPRECIATION	(2,006.56)		
			212,908.84	
	TOTAL ASSETS			212,908.84
				==============
LIABILITIES				
===========				
370-200-110	CURRENT YR ENCUMBRANCE	(959.83)		
370-200-111	PRIOR YEAR ENCUMBRANCE	959.83		
370-200-200	FICA & MEDICARE PAYABLE	0.00		
370-200-201	FEDERAL WITHHOLDING PAYABLE	0.00		
370-200-202	TMRS PAYABLE	0.00		
370-200-210	NET PENSION LIABILITY	32,939.00		
370-200-211	GARNISHMENTS PAYABLE	0.00		
370-200-213	ASSURANT DENTAL PAYABLE	(22.51)		
370-200-219	SCOTT & WHITE HEALTH PAYABLE	0.00		
370-200-222	PRE-PAID LEGAL	0.00		
370-200-233	OTHER A/P PENDING (AUDITOR)	(1,342.29)		
370-200-235	VISION PLAN PAYABLE	0.00		
370-200-401	WAGES PAYABLE	424.53		
370-200-500	ACCOUNTS PAYABLE PENDING	4,636.73		
370-210-100	DUE TO CEMETERY LAND PURCHASE	203,944.99		
370-210-110	DEFERRED OUTFLOW CONT TMRS	(4,870.75)		
370-210-115	DEFERRED OUTFLOW INVST TMRS	4,655.97		
370-210-118	DEFERRED INFLOW ACTUAL VS ASSM	1,676.09		
370-210-119	DEFERRED OUTFLOW-CHG ASSUMP	(115.09)		
	TOTAL LIABILITIES		241,926.67	
EQUITY				
======				
370-270-100	FUND BALANCE	(4,200.16)		
	TOTAL BEGINNING EQUITY	(4,200.16)		
	TOTAL REVENUE	20,362.18		
	TOTAL EXPENSES	45,179.85		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(24,817.67)		
	TOTAL EQUITY & FUND BALANCE		(29,017.83)	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			212,908.84
				==============

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
382-100-102	CLAIM ON POOLED CASH	40,473.64		
382-120-250	DUE TO OTHER FUNDS	8,213.00		
382-160-206	ESCROW FOR EQUIPMENT PURCHASES	0.00		
382-160-301	VEHICLES	0.00		
382-160-303	OFFICE EQUIPMENT	0.00		
382-160-305	FIELD EQUIPMENT	0.00		
382-160-306	HEAVY EQUIPMENT	0.00		
382-160-320	EQUIPMENT	0.00		
382-170-100	CURRENT YR RES FOR ENCUMBRANCE	(24,196.63)		
382-170-101	PRIOR YR RES FOR ENCUMBRANCE	5,016.20		
382-190-103	ACCUMULATED DEPRECIATION	0.00		
			29,506.21	
	TOTAL ASSETS			29,506.21
LIABILITIES				
382-200-110	CURRENT YEAR ENCUMBRANCE	(24,196.63)		
382-200-111	PRIOR YEAR ENCUMBRANCE	5,016.20		
382-200-200	FICA AND MEDICARE PAYABLE	0.00		
382-200-201	FEDERAL WITHHOLDING PAYABLE	0.00		
382-200-202	TMRS PAYABLE	(0.01)		
382-200-203	DEFERRED COMP PAYABLE	0.00		
382-200-208	ACCRUED VACATION	4,944.81		
382-200-210	NET PENSION LIABILITY	75,549.28		
382-200-212	UNUM LIFE INSURANCE PAYABLE	12.53		
382-200-213	DENTAL PAYABLE	0.00		
382-200-214	AFLAC PAYABLE	88.81		
382-200-215	CLOTHES RENTAL PAYABLE	0.00		
382-200-218	BLUE CHOICE PAYABLE	0.00		
382-200-219	SCOTT & WHITE HEALTH PAYABLE	(55.21)		
382-200-222	PRE-PAID LEGAL PAYABLE	51.80		
382-200-229	MET LIFE DENTAL PAYABLE	0.00		
382-200-233	OTHER A/P PENDING (AUDITOR)	(2,723.96)		
382-200-235	VISION PLAN PAYABLE	0.00		
382-200-401	WAGES PAYABLE	280.94		
382-200-500	ACCOUNTS PAYABLE PENDING	25,282.93		
382-210-110	DEFERRED OUTFLOW CONTB TMRS	(11,171.61)		
382-210-115	DEFERRED OUTFLOW INVST TMRS	10,679.00		
382-210-118	DEFERRED INFLOW ACTUAL VS ASSM	3,844.31		
382-210-119	DEFERRED OUTLOW-CHNG IN ASSUMP	(263.96)		
	TOTAL LIABILITIES		87,339.23	
EQUITY				
382-260-121	RESERVE:FUTURE EQUIP PURCHASES	0.00		
382-270-100	FUND BALANCE	(61,500.21)		
	TOTAL BEGINNING EQUITY	(61,500.21)		
	TOTAL REVENUE	173,667.00		

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
	TOTAL EXPENSES	169,999.81		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	3,667.19		
	TOTAL EQUITY & FUND BALANCE		(57,833.02)	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			29,506.21

BALANCE SHEET
AS OF: DECEMBER 31ST, 2019

384-FLEET REPLACEMENT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
384-100-102	CLAIM ON POOLED CASH	(100,400.06)		
384-100-104	CAPITAL EQUIP ACCT 2139517	0.00		
384-100-105	SIGNATURE BANK EQUIP (ESCROW)	0.00		
384-100-106	FROST LEASING ESCROW 010597724	178,904.78		
384-100-108	2018 FLEET/EQUIP TEXSTAR 20180	1,360,862.57		
384-120-103	MISC ACCOUNTS RECEIVABLES	0.00		
384-140-100	PREPAID CAP LEASE	0.00		
384-150-100	BOND ISSUANCE COSTS	42,598.96		
384-160-320	MACHINERY & EQUIPMENT	4,726,709.02		
384-170-100	CURRENT YR RES FOR ENCUMBRANCE	(3,676,255.67)		
384-170-101	PRIOR YR RES FOR ENCUMBRANCE	3,119,839.62		
384-190-103	ACCUMULATED DEPRECIATION	(2,977,452.73)		
			2,674,806.49	
	TOTAL ASSETS			2,674,806.49
LIABILITIES				
384-200-104	ACCRUED INTEREST PAYALBE	0.00		
384-200-110	CURRENT YEAR ENCUMBRANCE	(3,621,851.67)		
384-200-111	PRIOR YEAR ENCUMBRANCE	3,065,435.62		
384-200-500	ACCOUNTS PAYABLE PENDING	748,823.80		
384-200-505	DUE FROM OTHER FUNDS	9,573.00		
384-210-101	UNAMORT BOND PREMIUM	52,670.34		
384-230-103	5.44M COMB SERIES 2015(2.66M)	2,050,000.00		
384-230-115	CAPITAL LEASE PAYABLE-CURRENT	0.00		
384-230-120	CAP LEASE PAYABLE-NONCURRENT	1,232,191.85		
384-230-125	NOTES PAYABLE	582,656.62		
384-240-101	ACCRUED INTEREST PAYABLE	22,154.55		
	TOTAL LIABILITIES		4,141,654.11	
EQUITY				
384-270-100	FUND BALANCE	(783,575.28)		
	TOTAL BEGINNING EQUITY	(783,575.28)		
	TOTAL REVENUE	141,991.00		
	TOTAL EXPENSES	825,263.34		
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(683,272.34)		
	TOTAL EQUITY & FUND BALANCE		(1,466,847.62)	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE			2,674,806.49

Attachment E

Sales Tax Tracking Report

Summary of Sales Tax Collections by Month

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimate Amount	$ Difference from Actual to Est. Amt	% from Actual	2019-20 Actual	$ Difference from Prior Year Amount	% from Pr. Yr. Actual
October	292,233	320,355	333,211	350,589	364,613	24,925	6.8%	389,538	38,949	11.1%
November	337,702	374,270	367,873	416,457	433,115	(10,377)	-2.4%	422,737	6,281	1.5%
December	303,353	302,790	329,458	376,081	391,124	(778)	-0.2%	390,346	14,266	3.8%
January	276,590	306,687	379,137	328,713	341,862					
February	388,451	399,542	421,201	414,617	431,202					
March	266,446	285,806	294,166	334,744	348,134					
April	276,644	275,023	280,487	338,154	351,681					
May	397,395	400,403	416,809	395,638	411,464					
June	299,432	322,240	319,869	352,018	366,099					
July	313,785	312,955	349,865	378,446	393,584					
August	393,359	340,817	405,299	411,815	428,288					
Sept.	312,340	310,945	330,626	410,378	426,793					
	$ 3,857,729	$ 3,951,833	$ 4,228,002	$ 4,507,651	$ 4,303,935	$ 13,770		$ 1,202,622	$ 59,495	

	2016	2017	2018	2019	2020
October	73,058.21	80,088.75	83,302.75	87,647.35	97,384.62
November	84,425.42	93,567.50	91,968.34	104,114.17	105,684.37
December	75,838.28	75,697.50	82,364.55	94,020.21	97,586.60
January	69,147.51	76,671.75	94,784.22	82,178.28	-
February	97,112.77	99,885.50	105,300.37	103,654.37	-
March	66,611.41	71,451.50	73,541.53	83,685.96	-
April	69,160.95	68,755.75	70,121.80	84,538.60	-
May	99,348.74	100,100.75	104,202.23	98,909.55	-
June	74,857.98	80,560.00	79,967.33	88,004.60	-
July	78,446.15	78,238.75	87,466.33	94,611.46	-
August	98,339.73	85,204.25	101,324.70	102,953.77	-
Sept.	78,085.05	77,736.25	82,656.47	102,594.38	-
	964,432.18	987,958.25	1,057,000.62	1,126,912.68	300,655.58

Sales Tax Tracking (City's Portion) - FY 2019-20

Monthly

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimate Amount	$ Difference from Actual to Est. Amt	% from Actual	2019-20 Actual	$ Difference from Prior Year Amount	% from Pr. Yr. Actual
October	219,175	240,266	249,908	262,942	273,460	18,694	6.8%	292,154	29,212	11.1%
November	253,276	280,703	275,905	312,342	324,836	(7,783)	-2.4%	317,053	4,711	1.5%
December	227,515	227,092	247,094	282,061	293,343	(583)	-0.2%	292,760	10,699	3.8%
January	207,443	230,015	284,353	246,535	256,396			-		
February	291,338	299,656	315,901	310,963	323,402			-		
March	199,834	214,354	220,625	251,058	261,100			-		
April	207,483	206,267	210,365	253,616	263,760			-		
May	298,046	300,302	312,607	296,729	308,598			-		
June	224,574	241,680	239,902	264,014	274,574			-		
July	235,338	234,716	262,399	283,834	295,188			-		
August	295,019	255,613	303,974	308,861	321,216			-		
Sept.	234,255	233,209	247,969	307,783	320,094			-		
% Monthly Increase over prior year					$ 3,515,968	$ 10,328			$ 44,622	

Cumulative Year -to- Date on Actual

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimate Amount	$ Difference from Actual to Est. Amt	% from Actual	2019-20 Actual	$ Difference from Prior Year Amount	% from Pr. Yr. Actual
October	219,175	240,266	249,908	262,942	273,460	18,694	6.8%	292,154	29,212	11.1%
November	472,451	520,969	525,813	575,285	598,296	10,911	1.8%	609,207	33,922	5.9%
December	699,966	748,061	772,907	857,345	891,639	10,328	1.2%	901,967	44,622	5.2%
January	907,408	978,077	1,057,260	1,103,880	1,148,035			-		
February	1,198,747	1,277,733	1,373,161	1,414,843	1,471,437			-		
March	1,398,581	1,492,087	1,593,785	1,665,901	1,732,537			-		
April	1,606,064	1,698,355	1,804,151	1,919,517	1,996,297			-		
May	1,904,110	1,998,657	2,116,757	2,216,245	2,304,895			-		
June	2,128,684	2,240,337	2,356,659	2,480,259	2,579,470			-		
July	2,364,022	2,475,053	2,619,058	2,764,094	2,874,657			-		
August	2,659,041	2,730,666	2,923,032	3,072,955	3,195,873			-		
Sept.	2,893,297	2,963,875	3,171,002	3,380,738	3,515,968			-		
% Y-T-D Increase over prior year	-0.6%	2.4%	6.5%	6.2%						

Attachment F

Listing of Current Investments

Monthly Investment Report

December 31, 2019

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

A Bumpy Year Ahead

Well, yes, it will be a bumpy year but isn't that always the case especially with heightened geo-political tensions and an election year ahead. The bumps in this final quarter of 2019 have been seemingly endless but the one constant has been a relatively stable and solid US economy despite nerve-racking and media-rocking news including:

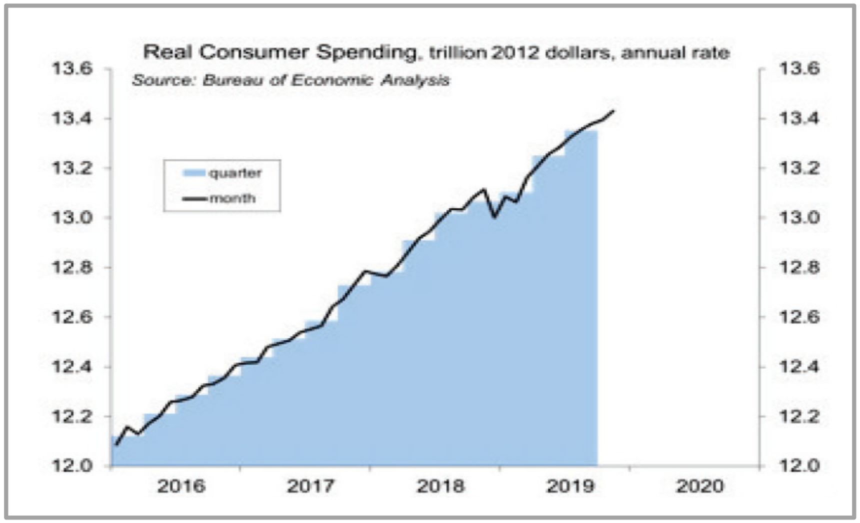
- Hong Kong political riots and restraints
- on and off trade talks between the US and China
- a FOMC cut in rates to 1.50-1.75%
- impeachment proceedings
- rockets hitting Iranian tankers in the Red Sea
- Brexit votes accompanying political party shifts in the UK
- Scotland's renewed move to independence
- major overnight liquidity problems

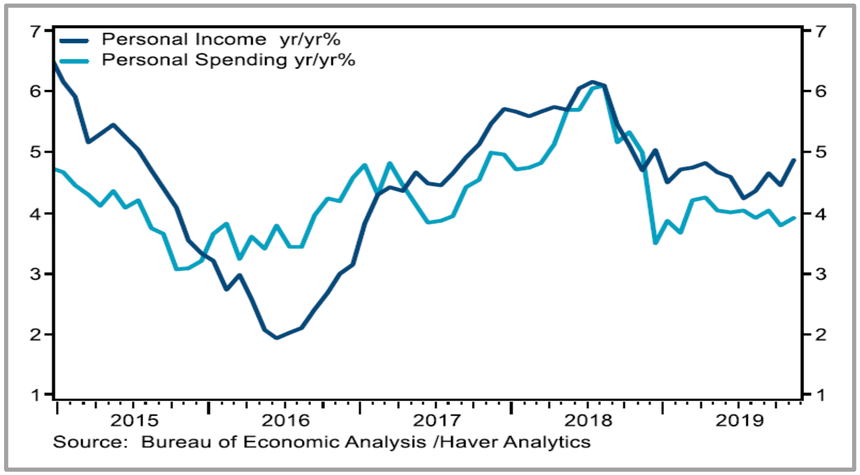
The financial markets have taken these events in stride and in fact reached new heights. They have shaken off geo-political events and trade vagaries concentrating on the economy instead.

The consumer has also been focusing on the increasing job opportunities and increased wages. Consumer confidence has declined marginally, but its main components are contradictory. The consumer's assessment of current conditions continued to improve, but future prospects softened.

Higher long term rates have contributed to consumer woes with higher mortgage rates, which then translates into a lower rate of new home sales. A growing lack of housing affordability also dampens sales with the median US home at $330,000.

The softening on expectations is shown in a drop in durable goods (large items), which has been hit with Boeing's 737 Max suspensions as well as new orders and machinery. The trade uncertainties are certainly to blame for at least some of this softening.





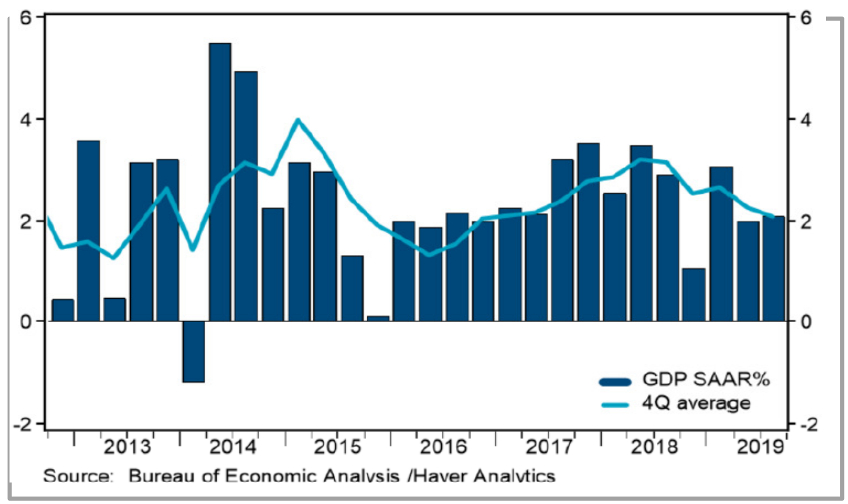
But the Fed Thinks We're In a *Good Place*

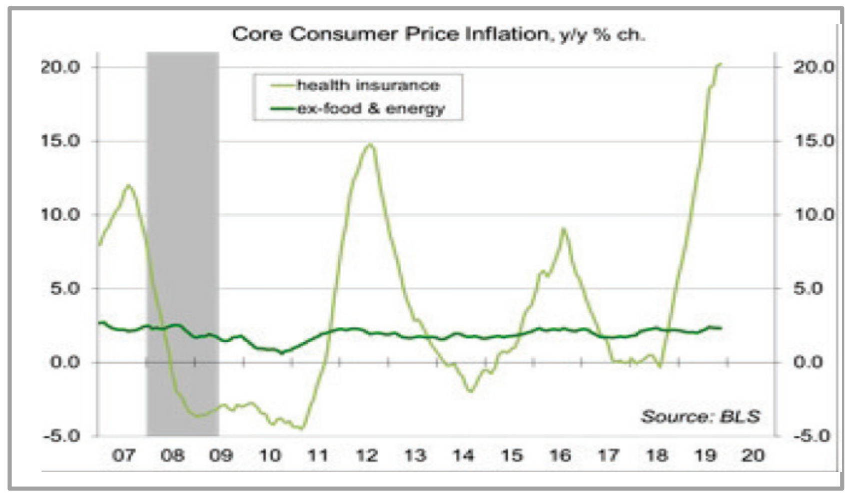
As seen in the overall economic numbers, and as stated by the Fed's Vice Chair Clarida, "the monetary policy is in a *good place* and should continue to support sustained growth, a strong labor market, and inflation running close to our symmetric 2% objective."

Obviously the Fed's FOMC does not want to make more rate cuts in case the economy takes off and kicks inflation in. GDP indicates the overall strength as it continues to slowly plod higher. It could end the year just shy of the Fed's 2% target. But inflation in that calculation remains hidden – and worrying to the Fed. Inflation has been sluggish for a decade and it is projected to remain limited through 2020. This will keep central banks on hold and accommodative as the bar slowly rises for further stimulus. Fear of not reaching the Fed's 2% target could push prices lower.

One factor which could impact inflation is the price of oil. Oil demand has been down and is at its weakest since 2016. That adds pressure to OPEC and the oil ministers are already threatening a cut in production. Unfortunately that harms other countries more than the US, which has become much more self reliant. A major run up in oil prices will harm our trading partners and keep the global economy down. If political tensions continue to grow in the Middle East there will also be reasons to fear oil price spikes.

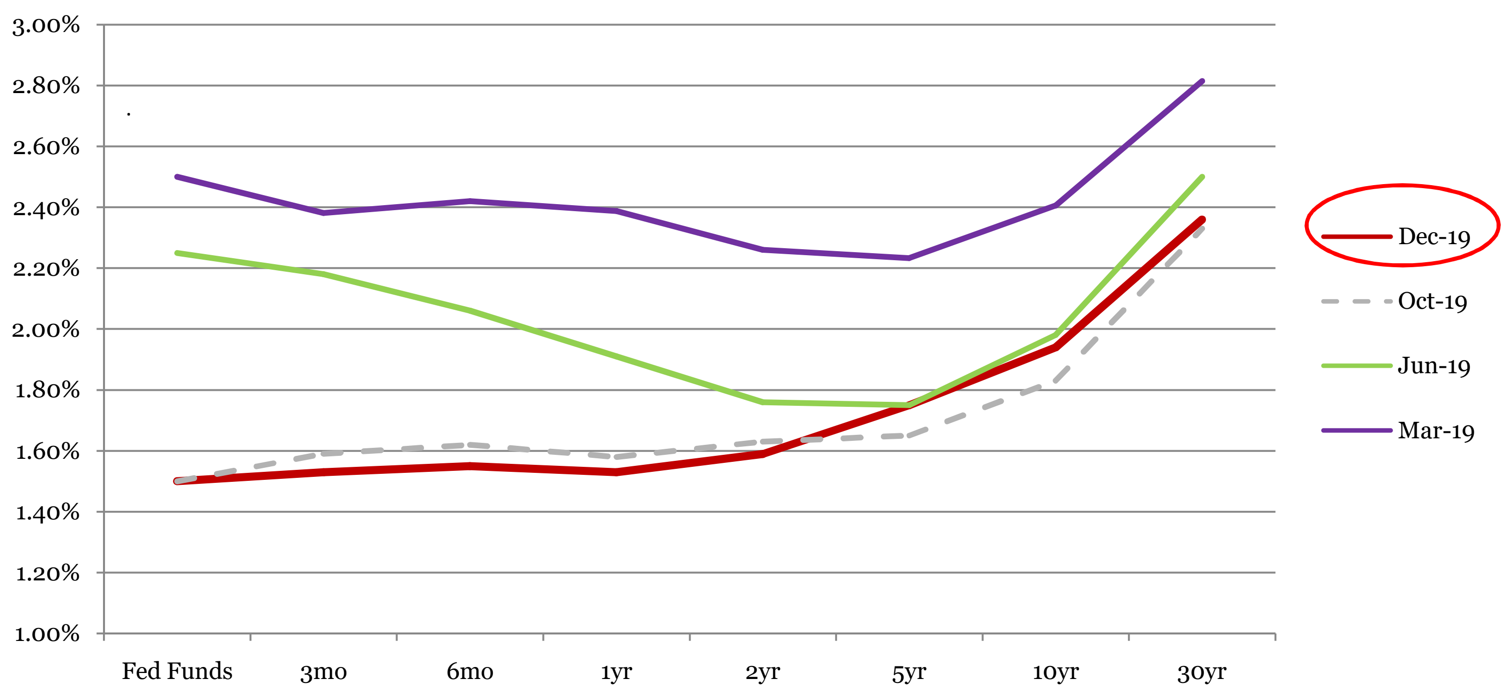
Recognition of a severe market overnight liquidity situation, which caused a massive repo rate hike in September, has brought the Fed to a position of increasing T-Bill purchases in 4Q and beyond. This results in "non-QE" growth in the Fed balance sheet and has increased US Reserve balances by $18 billion. This is directed towards the liquidity situation to alleviate funding issues (and their resulting rate spikes and liquidity shortages) but it certainly acts as an additional easing. The current reserves at 58 cents for every dollar of funding shows we have a way to go to solve this market problem. The volume of buying will keep short T-Bill rates lower also.





A Major Treasury Price Rally

- The curve has taken many different shapes in 2019 from an inversion in January, which deepened by mid-year as fears of recession proliferated. But as the Federal Reserve moved aggressively to be more accommodative through lower overnight rates, the curve and markets responded by changing their outlook and declaring the economy stable and solid.
- Many feel the inverted curve and its attendant recession fears was caused by the Fed too aggressively and prematurely raising interest rates in 2018. That may help keep the Fed accommodative but the lack of inflation will keep moderate and probably on the sidelines most if not all of 2020.
- As economic data stays relatively positive and without major shocks economically or geo-politically, the curve appears to be settling in with a normal upward trend.
- Major increases in the Fed's T-Bill purchases to control the liquidity situation may keep Bill rates lower than expected.



End of Month Rates - Full Yield Curve – Fed Funds to 30yr

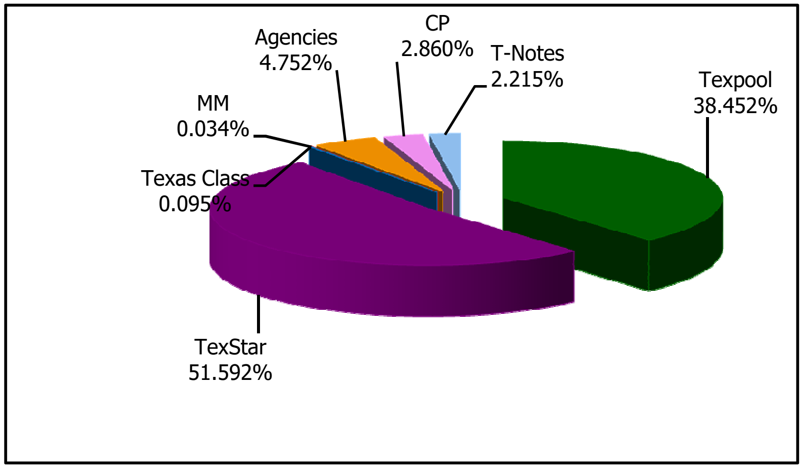
Your Portfolio

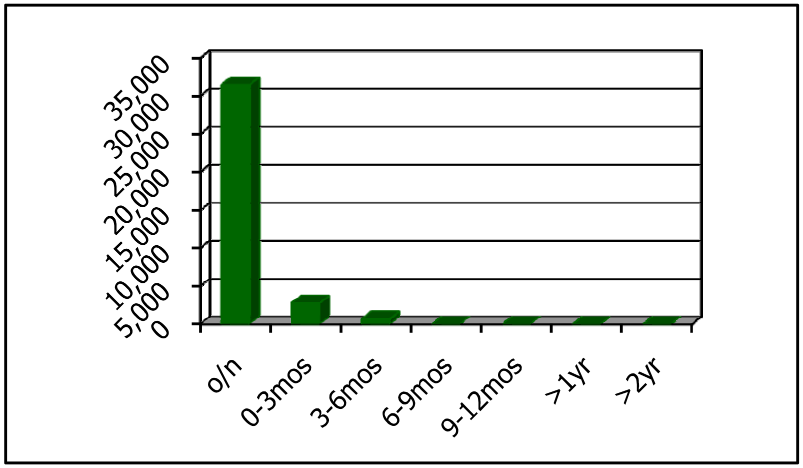
As of December 31, 2019

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.

- The graphs below show asset allocations by market sector and by maturity. They do reflect our ongoing anticipation of lower rates in 2019. These rate cuts and the potential of more decreasing rates indicates the need to extend portfolios. Extending now will lock in yields even though rates may decrease and provides for extra safety.

- The non-cash portion of your portfolio is yielding 2.54%.





PATTERSON & ASSOCIATES
INVESTMENT PROFESSIONALS

City of Taylor, Texas
Portfolio Management
Portfolio Summary
December 31, 2019

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	1,000,000.00	997,574.17	997,574.17	2.86	180	41	2.183
Federal Agency Coupon Securities	1,655,000.00	1,662,529.24	1,657,891.79	4.75	432	93	2.658
Treasury Coupon Securities	775,000.00	774,639.63	773,329.32	2.22	526	59	2.743
Texpool	13,416,744.34	13,416,744.34	13,416,744.34	38.45	1	1	1.623
TexStar	18,002,291.21	18,002,291.21	18,002,291.21	51.59	1	1	1.564
Texas Class	32,596.09	32,596.09	32,596.09	0.09	1	1	1.880
Money Market	12,229.96	12,229.96	12,229.96	0.04	1	1	0.010
Investments	**34,893,861.60**	**34,898,604.64**	**34,892,656.88**	**100.00%**	**38**	**8**	**1.682**

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	47,348.37	145,408.64

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the City of Taylor, Texas of the position and activity within the Citty's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic represenataions of the portfolio to provide full disclosure to the governing body.

Jeffrey Wood, Finance Director

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

City of Taylor, Texas
Summary by Type
December 31, 2019
Grouped by Fund

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Security Type		Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2019 Bond Fund							
TexStar		1	13,490,343.27	13,490,343.27	38.66	1.564	1
	Subtotal	**1**	**13,490,343.27**	**13,490,343.27**	**38.66**	**1.564**	**1**
Fund: Airport Fund							
Texpool		1	1,019,225.47	1,019,225.47	2.92	1.623	1
	Subtotal	**1**	**1,019,225.47**	**1,019,225.47**	**2.92**	**1.623**	**1**
Fund: Cemetery Permanent Fund							
Federal Agency Coupon Securities		1	375,000.00	374,837.64	1.07	2.889	125
Money Market		1	0.00	0.00	0.00	0.000	0
Treasury Coupon Securities		1	375,000.00	374,191.61	1.07	2.743	59
Texas Class		1	32,596.09	32,596.09	0.09	1.880	1
Texpool		1	58,060.18	58,060.18	0.17	1.623	1
TexStar		1	56,185.31	56,185.31	0.16	1.564	1
	Subtotal	**6**	**896,841.58**	**895,870.83**	**2.56**	**2.626**	**77**
Fund: Fleet Replacement Fund							
TexStar		1	1,360,862.57	1,360,862.57	3.90	1.564	1
	Subtotal	**1**	**1,360,862.57**	**1,360,862.57**	**3.90**	**1.564**	**1**
Fund: General Fund							
Commercial Paper Disc. -Amortizing		1	1,000,000.00	997,574.17	2.86	2.183	41
Principal		1	0.00	0.00	0.00	0.000	0
Federal Agency Coupon Securities		2	1,280,000.00	1,283,054.15	3.68	2.591	84
Money Market		2	12,229.96	12,229.96	0.04	0.010	1
Treasury Coupon Securities		1	400,000.00	399,137.71	1.14	2.743	59
Texpool		1	9,718,804.86	9,718,804.86	27.85	1.623	1
TexStar		1	3,094,900.06	3,094,900.06	8.87	1.564	1

City of Taylor, Texas
Summary by Type
December 31, 2019
Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	**9**	**15,505,934.88**	**15,505,700.91**	**44.44**	**1.755**	**12**
Fund: General Capital Fund						
TexStar	1	0.00	0.00	0.00	0.000	0
Subtotal	**1**	**0.00**	**0.00**	**0.00**	**0.000**	**0**
Fund: Special Rev-Tax Increment Fund						
Texpool	1	687,027.43	687,027.43	1.97	1.623	1
Subtotal	**1**	**687,027.43**	**687,027.43**	**1.97**	**1.623**	**1**
Fund: Utility Fund						
Texpool	1	1,933,626.40	1,933,626.40	5.54	1.623	1
Subtotal	**1**	**1,933,626.40**	**1,933,626.40**	**5.54**	**1.623**	**1**
Total and Average	**21**	**34,893,861.60**	**34,892,656.88**	**100.00**	**1.682**	**8**

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

City of Taylor, Texas
Fund 19BOND - 2019 Bond Fund
Investments by Fund
December 31, 2019

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
TexStar											
20190	10044	TexStar	04/24/2019	13,490,343.27	13,490,343.27	13,490,343.27	1.564	1.542	1.564		1
			Subtotal and Average	**13,490,343.27**	**13,490,343.27**	**13,490,343.27**		**1.543**	**1.564**		**1**
			Total Investments and Average	**13,490,343.27**	**13,490,343.27**	**13,490,343.27**		**1.543**	**1.564**		**1**

Fund AIR - Airport Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Texpool											
300019	10007	Texpool	11/01/2017	1,019,225.47	1,019,225.47	1,019,225.47	1.623	1.600	1.622		1
			Subtotal and Average	**1,019,225.47**	**1,019,225.47**	**1,019,225.47**		**1.600**	**1.623**		**1**
			Total Investments and Average	**1,019,225.47**	**1,019,225.47**	**1,019,225.47**		**1.600**	**1.623**		**1**

Fund CEM - Cemetery Permanent Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Federal Agency Coupon Securities											
3133EJQ51	10036	FFCB Note	11/06/2018	374,837.64	375,000.00	376,584.77	2.760	2.849	2.889	05/05/2020	125
			Subtotal and Average	**374,837.64**	**375,000.00**	**376,584.77**		**2.850**	**2.889**		**125**
Treasury Coupon Securities											
912828J50	10032	T Note	09/21/2018	374,191.61	375,000.00	374,825.63	1.375	2.705	2.743	02/29/2020	59
			Subtotal and Average	**374,191.61**	**375,000.00**	**374,825.63**		**2.706**	**2.743**		**59**
Texpool											
300007	10008	Texpool	11/01/2017	58,060.18	58,060.18	58,060.18	1.623	1.600	1.622		1
			Subtotal and Average	**58,060.18**	**58,060.18**	**58,060.18**		**1.600**	**1.623**		**1**
TexStar											
22880	10003	TexStar	11/01/2017	56,185.31	56,185.31	56,185.31	1.564	1.542	1.564		1
			Subtotal and Average	**56,185.31**	**56,185.31**	**56,185.31**		**1.543**	**1.564**		**1**
Texas Class											
70006	10001	Texas Class	11/01/2017	32,596.09	32,596.09	32,596.09	1.880	1.854	1.880		1
			Subtotal and Average	**32,596.09**	**32,596.09**	**32,596.09**		**1.854**	**1.880**		**1**
Money Market											
54941	10009	Fidelity Govt Cash Res (FDRXX)	11/01/2017	0.00	0.00	0.00					1
			Subtotal and Average	**0.00**	**0.00**	**0.00**		**0.000**	**0.000**		**0**
			Total Investments and Average	**895,870.83**	**896,841.58**	**898,251.98**		**2.590**	**2.626**		**77**

Fund FLEET - Fleet Replacement Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
TexStar											
20180	10030	TexStar	08/08/2018	1,360,862.57	1,360,862.57	1,360,862.57	1.564	1.542	1.564		1
			Subtotal and Average	**1,360,862.57**	**1,360,862.57**	**1,360,862.57**		**1.543**	**1.564**		**1**
			Total Investments and Average	**1,360,862.57**	**1,360,862.57**	**1,360,862.57**		**1.543**	**1.564**		**1**

Fund GEN - General Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
06742QY97	10045	Barclays Bank CP	08/15/2019	997,574.17	1,000,000.00	997,574.17		2.152	2.182	02/11/2020	41
			Subtotal and Average	**997,574.17**	**1,000,000.00**	**997,574.17**		**2.153**	**2.183**		**41**
Federal Agency Coupon Securities											
3133EJQ51	10037	FFCB Note	11/06/2018	279,878.77	280,000.00	281,183.30	2.760	2.849	2.889	05/05/2020	125
3133XXP50	10041	FHLB Note	03/22/2019	1,003,175.38	1,000,000.00	1,004,761.17	4.125	2.472	2.507	03/13/2020	72
			Subtotal and Average	**1,283,054.15**	**1,280,000.00**	**1,285,944.47**		**2.555**	**2.591**		**83**
Treasury Coupon Securities											
912828J50	10031	T Note	09/21/2018	399,137.71	400,000.00	399,814.00	1.375	2.705	2.743	02/29/2020	59
			Subtotal and Average	**399,137.71**	**400,000.00**	**399,814.00**		**2.706**	**2.743**		**59**
Texpool											
300003	10004	Texpool	11/01/2017	9,718,804.86	9,718,804.86	9,718,804.86	1.623	1.600	1.622		1
			Subtotal and Average	**9,718,804.86**	**9,718,804.86**	**9,718,804.86**		**1.600**	**1.623**		**1**
TexStar											
34440	10002	TexStar	11/01/2017	3,094,900.06	3,094,900.06	3,094,900.06	1.564	1.542	1.564		1
			Subtotal and Average	**3,094,900.06**	**3,094,900.06**	**3,094,900.06**		**1.543**	**1.564**		**1**
Money Market											
60618	10000	Citizens Nat'l Bank MM-Public	11/01/2017	12,229.96	12,229.96	12,229.96	0.010	0.009	0.010		1
54942	10010	Fidelity Govt Cash Res (FDRXX)	11/01/2017	0.00	0.00	0.00					1
			Subtotal and Average	**12,229.96**	**12,229.96**	**12,229.96**		**0.010**	**0.010**		**1**
Principal											
54942A	10040	Cash	01/02/2019	0.00	0.00	0.00					1
			Subtotal and Average	**0.00**	**0.00**	**0.00**		**0.000**	**0.000**		**0**
			Total Investments and Average	**15,505,700.91**	**15,505,934.88**	**15,509,267.52**		**1.731**	**1.755**		**11**

Fund GENCAP - General Capital Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
TexStar											
20181	10029	TexStar	08/08/2018	0.00	0.00	0.00	2.307	2.275	2.306		1
			Subtotal and Average	**0.00**	**0.00**	**0.00**		**0.000**	**0.000**		**0**
			Total Investments and Average	**0.00**	**0.00**	**0.00**		**0.000**	**0.000**		**0**

Fund SPECREV - Special Rev-Tax Increment Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Texpool											
300004	10005	Texpool	11/01/2017	687,027.43	687,027.43	687,027.43	1.623	1.600	1.622		1
			Subtotal and Average	**687,027.43**	**687,027.43**	**687,027.43**		**1.600**	**1.623**		**1**
			Total Investments and Average	**687,027.43**	**687,027.43**	**687,027.43**		**1.600**	**1.623**		**1**

Fund UTIL - Utility Fund
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Texpool											
300001	10006	Texpool	11/01/2017	1,933,626.40	1,933,626.40	1,933,626.40	1.623	1.600	1.622		1
			Subtotal and Average	**1,933,626.40**	**1,933,626.40**	**1,933,626.40**		**1.600**	**1.623**		**1**
			Total Investments and Average	**1,933,626.40**	**1,933,626.40**	**1,933,626.40**		**1.600**	**1.623**		**1**

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

City of Taylor, Texas
Cash Reconciliation Report
For the Period December 1, 2019 - December 31, 2019
Grouped by Fund

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Utility Fund											
12/31/2019	10039	UTIL	Interest	912828G95	500,000.00	TNOTE 0.5M 1.63% Mat. 12/31/2019	12/31/2019	0.00	4,062.50	0.00	4,062.50
12/31/2019	10039	UTIL	Maturity	912828G95	500,000.00	TNOTE 0.5M 1.63% Mat. 12/31/2019	12/31/2019	0.00	0.00	500,000.00	500,000.00
							Subtotal	**0.00**	**4,062.50**	**500,000.00**	**504,062.50**
							Total	**0.00**	**4,062.50**	**500,000.00**	**504,062.50**

PATTERSON & ASSOCIATES
INVESTMENT PROFESSIONALS

City of Taylor, Texas
Maturity Report
Sorted by Maturity Date
Receipts during December 1, 2019 - December 31, 2019

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
912828G95	10039	UTIL	TRC	TNOTE	500,000.00	12/31/2019	12/12/2018	1.625	500,000.00	4,062.50	504,062.50	4,062.50
				Total Maturities	**500,000.00**				**500,000.00**	**4,062.50**	**504,062.50**	**4,062.50**

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

City of Taylor, Texas
Interest Earnings
Sorted by Fund - Fund
December 1, 2019 - December 31, 2019
Yield on Average Book Value

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings: Interest Earned	Adjusted Interest Earnings: Amortization/ Accretion	Adjusted Interest Earnings: Adjusted Interest Earnings
Fund: 2019 Bond Fund												
20190	10044	19BOND	RR2	13,490,343.27	13,472,444.31	13,473,021.70		1.564	1.564	17,898.96	0.00	17,898.96
			Subtotal	**13,490,343.27**	**13,472,444.31**	**13,473,021.70**			**1.564**	**17,898.96**	**0.00**	**17,898.96**
Fund: Airport Fund												
300019	10007	AIR	RRP	1,019,225.47	1,017,822.81	1,017,868.06		1.623	1.623	1,402.66	0.00	1,402.66
			Subtotal	**1,019,225.47**	**1,017,822.81**	**1,017,868.06**			**1.623**	**1,402.66**	**0.00**	**1,402.66**
Fund: Cemetery Permanent Fund												
3133EJQ51	10036	CEM	FAC	375,000.00	374,798.36	374,819.26	05/05/2020	2.760	2.833	862.50	39.28	901.78
912828J50	10032	CEM	TRC	375,000.00	373,766.86	373,986.08	02/29/2020	1.375	2.720	439.13	424.75	863.88
300007	10008	CEM	RRP	58,060.18	57,980.29	57,982.87		1.623	1.622	79.89	0.00	79.89
70006	10001	CEM	RR3	32,596.09	32,544.06	32,545.74		1.880	1.882	52.03	0.00	52.03
22880	10003	CEM	RR2	56,185.31	56,110.76	56,113.16		1.564	1.564	74.55	0.00	74.55
			Subtotal	**896,841.58**	**895,200.33**	**895,447.12**			**2.593**	**1,508.10**	**464.03**	**1,972.13**
Fund: Fleet Replacement Fund												
20180	10030	FLEET	RR2	1,360,862.57	1,359,056.99	1,359,115.23		1.564	1.564	1,805.58	0.00	1,805.58
			Subtotal	**1,360,862.57**	**1,359,056.99**	**1,359,115.23**			**1.564**	**1,805.58**	**0.00**	**1,805.58**
Fund: General Fund												
3133EJQ51	10037	GEN	FAC	280,000.00	279,849.44	279,865.05	05/05/2020	2.760	2.833	644.00	29.33	673.33
3133XXP50	10041	GEN	FAC	1,000,000.00	1,004,498.46	1,003,794.24	03/13/2020	4.125	2.480	3,437.50	-1,323.08	2,114.42
912828J50	10031	GEN	TRC	400,000.00	398,684.65	398,918.49	02/29/2020	1.375	2.720	468.41	453.06	921.47
300003	10004	GEN	RRP	9,718,804.86	6,438,954.87	7,193,659.02		1.623	1.621	9,901.41	0.00	9,901.41
60618	10000	GEN	RR4	12,229.96	12,229.86	12,229.86		0.010	0.010	0.10	0.00	0.10
34440	10002	GEN	RR2	3,094,900.06	3,090,793.76	3,090,926.22		1.564	1.564	4,106.30	0.00	4,106.30
06742QY97	10045	GEN	ACP	1,000,000.00	995,740.00	996,686.67	02/11/2020		2.167	0.00	1,834.17	1,834.17
			Subtotal	**15,505,934.88**	**12,220,751.04**	**12,976,079.55**			**1.774**	**18,557.72**	**993.48**	**19,551.20**

City of Taylor, Texas
Interest Earnings
December 1, 2019 - December 31, 2019

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings: Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Special Rev-Tax Increment Fund												
300004	10005	SPECREV	RRP	687,027.43	686,081.95	686,112.45		1.623	1.623	945.48	0.00	945.48
			Subtotal	**687,027.43**	**686,081.95**	**686,112.45**			**1.623**	**945.48**	**0.00**	**945.48**
Fund: Utility Fund												
912828G95	10039	UTIL	TRC	0.00	499,548.34	483,659.71	12/31/2019	1.625	2.712	662.36	451.66	1,114.02
300001	10006	UTIL	RRP	1,933,626.40	1,927,234.31	1,929,126.72		1.623	1.622	2,658.34	0.00	2,658.34
			Subtotal	**1,933,626.40**	**2,426,782.65**	**2,412,786.42**			**1.841**	**3,320.70**	**451.66**	**3,772.36**
			Total	**34,893,861.60**	**32,078,140.08**	**32,820,430.53**			**1.699**	**45,439.20**	**1,909.17**	**47,348.37**

PATTERSON & ASSOCIATES
INVESTMENT PROFESSIONALS

City of Taylor, Texas
Amortization Schedule
December 1, 2019 - December 31, 2019
Sorted By Fund - Fund

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investment # / Issuer	Fund	Maturity Date / Amort. Date	Beginning Par Value / Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 12/01/2019	Amount Amortized This Period	Amt Amortized Through 12/31/2019	Amount Unamortized Through 12/31/2019
Cemetery Permanent Fund										
10036 FFCB Note	CEM	05/05/2020	375,000.00 2.760	374,294.25	-705.75	374,837.64	504.11 -201.64	39.28	543.39	-162.36
10032 T Note	CEM	02/29/2020	375,000.00 1.375	367,792.97	-7,207.03	374,191.61	5,973.89 -1,233.14	424.75	6,398.64	-808.39
			Subtotal	**742,087.22**	**-7,912.78**	**749,029.25**	**6,478.00 -1,434.78**	**464.03**	**6,942.03**	**-970.75**
General Fund										
10045 Barclays Bank CP	GEN	02/11/2020	1,000,000.00	989,350.00	-10,650.00	997,574.17	6,390.00 -4,260.00	1,834.17	8,224.17	-2,425.83
10037 FFCB Note	GEN	05/05/2020	280,000.00 2.760	279,473.04	-526.96	279,878.77	376.40 -150.56	29.33	405.73	-121.23
10041 FHLB Note	GEN	03/13/2020	1,000,000.00 4.125	1,015,480.00	15,480.00	1,003,175.38	-10,981.54 4,498.46	-1,323.08	-12,304.62	3,175.38
10031 T Note	GEN	02/29/2020	400,000.00 1.375	392,312.50	-7,687.50	399,137.71	6,372.15 -1,315.35	453.06	6,825.21	-862.29
			Subtotal	**2,676,615.54**	**-3,384.46**	**2,679,766.03**	**2,157.01 -1,227.45**	**993.48**	**3,150.49**	**-233.97**
Utility Fund										
10039 T Note	UTIL	12/31/2019	500,000.00 1.625	494,218.75	-5,781.25	0.00	5,329.59 -451.66	451.66	5,781.25	0.00
			Subtotal	**494,218.75**	**-5,781.25**	**0.00**	**5,329.59 -451.66**	**451.66**	**5,781.25**	**0.00**
			Total	**3,912,921.51**	**-17,078.49**	**3,428,795.28**	**13,964.60 -3,113.89**	**1,909.17**	**15,873.77**	**-1,204.72**

PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

City of Taylor, Texas
Projected Cashflow Report
Sorted by Monthly
For the Period January 1, 2020 - July 31, 2020

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
February 2020										
02/11/2020	10045	GEN	06742QY97	Maturity	Barclays Bank CP	1,000,000.00	989,350.00	1,000,000.00	0.00	1,000,000.00
02/29/2020	10031	GEN	912828J50	Maturity	T Note	400,000.00	392,312.50	400,000.00	2,750.00	402,750.00
02/29/2020	10032	CEM	912828J50	Maturity	T Note	375,000.00	367,792.97	375,000.00	2,578.13	377,578.13
					Total for February 2020	**1,775,000.00**	**1,749,455.47**	**1,775,000.00**	**5,328.13**	**1,780,328.13**
March 2020										
03/13/2020	10041	GEN	3133XXP50	Maturity	FHLB Note	1,000,000.00	1,015,480.00	1,000,000.00	20,625.00	1,020,625.00
					Total for March 2020	**1,000,000.00**	**1,015,480.00**	**1,000,000.00**	**20,625.00**	**1,020,625.00**
May 2020										
05/05/2020	10036	CEM	3133EJQ51	Maturity	FFCB Note	375,000.00	374,294.25	375,000.00	5,175.00	380,175.00
05/05/2020	10037	GEN	3133EJQ51	Maturity	FFCB Note	280,000.00	279,473.04	280,000.00	3,864.00	283,864.00
					Total for May 2020	**655,000.00**	**653,767.29**	**655,000.00**	**9,039.00**	**664,039.00**
					GRAND TOTALS:	**3,430,000.00**	**3,418,702.76**	**3,430,000.00**	**34,992.13**	**3,464,992.13**

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☐ Quality of Life

☒ Economic Vitality

Agenda Item #: 4

Agenda Title: **Consider Ordinance 2020-02 Amending FY2020 Budget**

Council Action to be taken: Adopt Ordinance 2020-02

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to adopt Ordinance 2020-02 to amend the FY2020 Budget.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Council has taken action and approved budget amendments in prior fiscal years. The FY2020 budget was originally approved by Council on September 12, 2019. Ordinance 2020-02 was introduced by Council at the January 23, 2020 meeting.

3. STAFF ANALYSIS (How and Why)

The purpose of this budget amendment is to reallocate funds to specific accounts to properly account for the spending of those funds. Additionally, this amendment adds funds for motor vehicles that were originally planned to be expended in the FY2019 budget, but were not expended due to the extended delivery time of the vehicle. Finally, this amendment adds funding to cover unplanned/emergency expenditures. Financial activity during a fiscal year does not always match the anticipated revenues and expenditures approved during the budget development process, and amendments to individual accounts are needed to formally change the budgeted amounts of the affected accounts.

There are two attachments to this request:

- Exhibit A – This attachment is part of the ordinance and specifics the items to be amended by fund and category.

- Ordinance No. 2020-02 – This is the official document that formalizes the adoption of the changes contained in Exhibit A.

4. RECOMMENDATION

Staff recommends that Council adopt Ordinance 2020-02 to amend the FY2020 budget.

5. FUNDING SOURCE

Various funding sources as identified in Exhibit A.

6. TIMELINE

Immediate consideration is requested to allow for proper budget management

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

4a. Ordinance 2020-02
4b. Exhibit A- FY2020 Budget Amendments Q1

ORDINANCE NO. 2020-02

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS AMENDING ORDINANCE NO. 2019-22 ADOPTED ON SEPTEMBER 12, 2019, MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; BY AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AND OTHER CITY FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING EXPENSES AND CAPITAL OUTLAY AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:

SECTION 1.0: That the appropriations for the fiscal year beginning October 1, 2019 and ending September 30, 2020, for the support of the general government of the City of Taylor, Texas be amended for said term in accordance with the change in revenues and expenditures shown in the attached Exhibit A.

SECTION 2.0: That the amendment, as shown in words and figures in Exhibit A, is hereby approved in all aspects and adopted as an amendment to the City budget for the fiscal year October 1, 2019 and ending September 30, 2020.

SECTION 3.0: In accordance with Article 8 of the City Charter, this ordinance was introduced before the City Council of the City of Taylor, Texas on the 23rd day of January, 2020.

PASSED, APPROVED, and **ADOPTED** this the ____ day of _______________, 2020.

____
Brandt Rydell, Mayor

ATTEST:

____
Dianna Barker, City Clerk

FY2020 Budget Amendments

Fund	Department	Line-Item	Summary	Budget	Amendment	Revised Budget
100 - General	532 - Library	269 - Other Office Equipment	Library AV System Replacement	$ -	$ 43,800	$ 43,800
	532 - Library Total			**$ -**	**$ 43,800**	**$ 43,800**
	552 - Police	539 - Other Contract Services	IT Support - Distaster Recovery	$ 160,338	$ 37,500	$ 197,838
	552 - Police Total			**$ 160,338**	**$ 37,500**	**$ 197,838**
100 - General Total				**$ 160,338**	**$ 81,300**	**$ 241,638**
300 - MDUS	750 - MDUS	512 - Engineering Services	HDR - CIP Story Map - MDUS Portion	$ -	$ 3,000	$ 3,000
	750 - MDUS Total			**$ -**	**$ 3,000**	**$ 3,000**
300 - MDUS Total				**$ -**	**$ 3,000**	**$ 3,000**
340 - Utility	706 - WWTP	512 - Engineering Services	Re-allocate Engineering budget for general services	$ 75,000	$ (25,000)	$ 50,000
		539 - Other Contract Services	Smoke Test Project	$ -	$ 24,270	$ 24,270
	706 - WWTP Total			**$ 75,000**	**$ (730)**	**$ 74,270**
	708 - Utility Distribution	347 - Pump / Electric Motor Repair	Emergency pump and electrical motor repair	$ -	$ 38,650	$ 38,650
		512 - Engineering Services	Re-allocate Engineering budget for general services	$ 75,000	$ (25,000)	$ 50,000
		539 - Other Contract Services	Emergency water line repair - Shell Station and Main St.	$ 17,028	$ 900	$ 17,928
			Manhole Rehab Project	$ -	$ 41,280	$ 41,280
			Leak Detection Project	$ -	$ 17,000	$ 17,000
		732 - Water Mains/Sewer Lines	Emergency water line repair - Hwy 79 and Herman Sons	$ -	$ 34,000	$ 34,000
	708 - Utility Distribution Total			**$ 92,028**	**$ 106,830**	**$ 198,858**

FY2020 Budget Amendments

Quarter 1 - October 1st, 2019 - December 31st, 2019

Fund	Department	Line-Item	Summary	Budget	Amendment	Revised Budget
340 - Utility						
	709 - Utility Non-Dept.	512 - Engineering Services	Re-allocate Engineering budget for general services	$ -	$ 50,000	$ 50,000
		836 - Reserve for Working Capital	Emergency pump and electrical motor repair	$ 225,000	$ (38,650)	$ 186,350
			Leak Detection Project	$ 186,350	$ (17,000)	$ 169,350
			Smoke Test Project	$ 169,350	$ (24,270)	$ 145,080
			Manhole Rehab Project	$ 145,080	$ (41,280)	$ 103,800
			Emergency water line repair - Hwy 79 and Herman Sons	$ 103,800	$ (34,000)	$ 69,800
			Emergency water line repair - Shell Station and Main St.	$ 69,800	$ (900)	$ 68,900
	709 - Utility Non-Dept. Total			**$ 899,380**	**$ (106,100)**	**$ 793,280**
340 - Utility Total				**$ 1,066,408**	**$ -**	**$ 1,066,408**
384 - Fleet Repl.	518 - Fleet Replacement	723 - Motor Vehicles	Fire Truck - 2018 Bond Funds	$ 63,974	$ 759,081	$ 823,055
	518 - Fleet Replacement Total			**$ 63,974**	**$ 759,081**	**$ 823,055**
384 - Fleet Repl. Total				**$ 63,974**	**$ 759,081**	**$ 823,055**
Grand Total				**$ 1,290,720**	**$ 843,381**	**$ 2,134,101**

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☐ Economic Vitality

Agenda Item #: 5

Agenda Title: **Approve Resolution R20-07, Authorization to apply for and if awarded accept a Grant for the position of Victim Services Coordinator**

Council Action to be taken: Approve Resolution

Department Submitted: Police

Staff Contact: Henry Fluck, Chief of Police

1. PURPOSE/DESCRIPTION

The Police Department is seeking authorization to apply for and if awarded accept a continuation grant for the position of Victim Services Coordinator.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

On February 9, 2017, City Council approved a Resolution authorizing the Police Department to apply for a Grant from the Office of the Governor for the Victim Services Coordinator and if awarded accept funding for the position. The grant was subsequently awarded to and accepted by the Taylor Police Department.

On March 8, 2018, City Council approved a Resolution authorizing the Police Department to apply for a Grant from the Office of the Governor for the Victim Services Coordinator and if awarded accept funding for the position. The grant was subsequently awarded to and accepted by the Taylor Police Department.

This is a continuation project for an additional year of funding. We have currently been awarded two prior grants from the Office of the Governor for the Position of Victim Services Coordinator. The first awarded grant was a one-year grant that began in October of 2017. The second awarded grant was a two-year grant that began in October of 2018 and expires on September 30, 2020. On December 29, 2017 we hired our first and current Victim Services Coordinator Priscilla Moreno.

3. STAFF ANALYSIS (How and Why)

The Taylor Police Department requests approval to apply for and if awarded accept funding through the Office of the Governor, Criminal Justice Division, General Victim

Assistance Direct Services Program to assist with the continuation of funding for our Victim Services Coordinator position within our Department. The Victim Services program has provided a broad spectrum of crisis services to victims of crime. These services have included, but are not limited to: victim advocacy, accompaniment, crisis counseling, follow-up visits and referrals, safety planning, education, navigation through the criminal justice system, protective order assistance, assistance with victim's compensation application, and transportation. The requested funding for this project will support 80% of a paid, full-time Victim Services Coordinator (for a term of one year) that will provide direct services to crime victims, work regionally with other crime victim advocate groups/agencies, and coordinate victim services volunteers. Requested funding will also be used to purchase the necessary equipment and training required for this position. It is the goal of the Taylor Police Department to apply for a "continuation project" for FY 2021-2022, to facilitate continued funding for this position. This grant requires a 20% match from the City of Taylor.

4. RECOMMENDATION

Approve Resolution.

5. FUNDING SOURCE

80% Office of the Governor
20% FY 2020-2021 Police 100-552

Budget Summary Information (1 year)

Officer of the Governor:	$66,823
City Cash Match:	$16,706
In-Kind Match (Volunteer hours)	$10,400
Total	$93,929

6. TIMELINE

The Egrant online application is due on February 20, 2020.

7. OTHER OPTIONS (In order of preference)

1. Not apply to seek 80% funding and absorb 100% of the costs for this position.
2. Not apply and discontinue funding for this position.

8. ATTACHMENTS

5a. Resolution R20-07
5b. Budget Summary

RESOLUTION R20-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAYLOR, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION TO TEXAS GOVERNOR'S OFFICE, PUBLIC SAFETY OFFICE, AND IF AWARDED ACCEPT THE FUNDING FOR THE PROJECT OF VICTIM DIRECT SERVICES AND AUTHORIZING THE CHIEF OF POLICE TO ACT AS THE CITY'S AUTHORIZED GRANT OFFICIAL.

WHEREAS, the Taylor City Council finds it in the best interest of the citizens of Taylor that the Police Department continue with the Project of Victim Direct Services to deliver services to victims of crime in Taylor for the year 2020-2021; and

WHEREAS, the Taylor City Council agrees that in the event of loss or misuse of the funds from the Texas Governor's Office, Public Safety Office, the Taylor City Council assures that the funds will be returned to the Texas Governor's Office, Public Safety Office, in full.

WHEREAS, the Taylor City Council is committed to provide all applicable matching funds.

WHEREAS, the Taylor City Council designates, Henry Fluck, Chief of Police, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, THAT: the Taylor City Council approves the submission of the grant Application and if awarded, the acceptance of funding for the Project of Victim Direct Services from the Texas Governor's Office, Public Safety Office.

Passed and approved this 13th day of February 2020.

____

Brandt Rydell., Mayor

ATTEST:

____

Dianna Barker, City Clerk

TAYLOR POLICE DEPARTMENT
VICTIM ASSISTANCE DIRECT SERVICES PROGRAM GRANT SUBMISSION - 1 YEAR PERIOD

2020/2021

	Grant %	City %	Total
ALLOWABLE GRANT EXPENSES			
CELL PHONE	$ 1,804.80	$ 451.20	$ 2,256.00
COMPUTER/ACCESSORIES	$ 2,280.00	$ 570.00	$ 2,850.00
FOOD/MEALS (FOR VICTIMS)	$ 160.00	$ 40.00	$ 200.00
OFFICE SUPPLIES	$ 1,320.00	$ 330.00	$ 1,650.00
PROJECT SUPPLIES (PRINTING, ETC.)	$ 920.00	$ 230.00	$ 1,150.00
SALARY/BENEFITS	$ 53,872.00	$ 13,468.00	$ 67,340.00
TRAVEL/TRAINING - IN STATE	$ 4,878.40	$ 1,219.60	$ 6,098.00
TRAVEL/TRAINING - OUT OF STATE	$ 1,588.00	$ 397.00	$ 1,985.00
TOTAL ALLOWABLE GRANT EXPENSES	**$ 66,823.20**	**$ 16,705.80**	**$ 83,529.00**
NON-ALLOWABLE GRANT EXPENSES			
UNIFORMS		$ 1,500.00	$ 1,500.00
TOTAL NON-ALLOWABLE GRANT EXPENSES	**$ -**	**$ 1,500.00**	**$ 1,500.00**
TOTAL EXPENSES	$ 66,823.20	$ 18,205.80	$ 85,029.00

SUMMARY

2020/2021 ALLOWABLE GRANT EXPENSES	$ 66,823.20	$ 16,705.80	$ 83,529.00
TOTAL ALLOWABLE GRANT EXPENSES	**$ 66,823.20**	**$ 16,705.80**	**$ 83,529.00**
2020/2021 NON-ALLOWABLE GRANT EXPENSES		$ 1,500.00	$ 1,500.00
TOTAL NON-ALLOWABLE GRANT EXPENSES	**$ -**	**$ 1,500.00**	**$ 1,500.00**
TOTAL EXPENSES	**$ 66,823.20**	**$ 18,205.80**	**$ 85,029.00**

VICTIMS ASSISTANCE GRANT REQUEST - 4TH YEAR (2020-2021)

Department Line Item			Grant Line Item			2020-2021 Grant %	City %	Total
CELL PHONE						$ 1,804.80	$ 451.20	$ 2,256.00
552-324 CELL PHONES	2021	$ 1,800.00	SUPPLIES AND DIRECT OPERATING EXPENSES	CELLULAR, FAX, PAGER, AND/OR OFFICE TELEPHONE	Cellphone and annual services for VSC, and on-call volunteer x 2. Monthly cost for each device is $50.00 x 3 = $150/month. Annual cost for each device is $600 x 3 = $1,800/year.			
552-326 CELL PHONES	2021	$ 456.00	SUPPLIES AND DIRECT OPERATING EXPENSES	WIRELESS DATA DEVISED	Hotspot data device for VSC, monthly cost is $38 x 12 months = $456/year.			
SALARY/BENEFITS						$ 53,872.00	$ 13,468.00	$ 67,340.00
552-111 REGULAR FULL TIME	2021	$ 49,787.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Salary			
552-126 HEALTH INSURANCE	2021	$ 7,020.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
552-127 DENTAL INSURANCE	2021	$ 295.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
552-129 VISION INSURANCE	2021	$ 47.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
LIFE INSURANCE	2021	$ 118.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
552-128 LONG TERM DISABILITY	2021	$ 150.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
552-124 TMRS RETIREMENT	2021	$ 6,079.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
MEDICARE	2021	$ 729.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
552-121 FICA SOCIAL SECURITY	2021	$ 3,115.00	PERSONNEL	COORDINATOR	Victim Services Coordinator Benefits			
COMPUTERS AND ACCESSORIES						$ 2,280.00	$ 570.00	$ 2,850.00
552-267 COMPUTERS	2021	$ 850.00	SUPPLIES AND DIRECT OPERATING EXPENSES	DESKTOP SYSTEM AND ACCESSORIES ($5,000 OR LESS PER UNIT)	Replacement desktop tower computer for VSC = $850.			
552-267 COMPUTERS	2021	$ 1,200.00	SUPPLIES AND DIRECT OPERATING EXPENSES	LAPTOP SYSTEM AND ACCESSORIES ($5,000 OR LESS PER UNIT)	Replacement laptop computer for VSC and volunteers. Currently VS is operating with one laptop. An additional laptop is requested for the on-call volunteers. Laptop cost $600 x 2 = $1,200.			
552-264 COMPUTER ACCESSORIES	2021	$ -	SUPPLIES AND DIRECT OPERATING EXPENSES	PRINTER, FAX, SCANNER AND/OR CAMERA ($5,000 OR LESS PER UNIT)	-			
552-264 COMPUTER ACCESSORIES	2021	$ -	SUPPLIES AND DIRECT OPERATING EXPENSES	OVERHEAD/MULTIMEDIA PROJECTOR AND ACCESSSORIES ($5,000 OR LESS PER UNIT)	-			
552-532 SOFTWARE MAINTENANCE/LIC	2021	$ 800.00	SUPPLIES AND DIRECT OPERATING EXPENSES	COMPUTER SOFTWARE, MEDIA, NETWORKING & TECHNOLOGY - SPECIALIZED COMPUTER SOFTWARE ($5,000 OR LESS)	VS Tracking Software - 1 YR Subscription with document storage - based on population of up to 60K. Annual cost is $800.			
OFFICE FURNITURE AND EQUIPMENT						$ -	$ -	$ -
552-261 OFFICE FURNITURE	2021	-	SUPPLIES AND DIRECT OPERATING EXPENSES	OFFICE EQUIPMENT AND/OR FURNITURE ($5,000 OR LESS PER UNIT)	-			
OFFICE SUPPLIES & POSTAGE						$ 1,320.00	$ 330.00	$ 1,650.00
552-211 OFFICE SUPPLIES	2021	$ 1,350.00	SUPPLIES AND DIRECT OPERATING EXPENSES	OFFICE SUPPLIES (E.G. PAPER, POSTAGE, CALCULATOR)	Office Supplies yearly = $1,350. Paper $300; toner $300; file folders $40; spiral notebooks $75; pens $50; labels $150; calendar $20; pocket folders $50; staples $20; hanging file folders $30; post-it notes 40; tape $25; clipboards $20; white envelopes $45; white-out $40; paperclips $20; binders $25; snacks for victims $300; bottled water for victims $100.			
552-215 POSTAGE	2021	$ 300.00	SUPPLIES AND DIRECT OPERATING EXPENSES	OFFICE SUPPLIES (E.G. PAPER, POSTAGE, CALCULATOR)	Yearly postage = $300. Postage is necessary to be able mail documents to victims and/or other agencies that may involved in the process of assisting victims of crime.			
PROJECT SUPPLIES						$ 920.00	$ 230.00	$ 1,150.00
552-256 MINOR TOOLS	2021	$ 400.00	SUPPLIES AND DIRECT OPERATING EXPENSES	PROJECT SUPPLIES (E.G. BINOCULAR , BATTERY, FLEXICUFF, DRUG TESTING KIT)	Car seats for transporting children x 2 (infants and toddler size) $200 each x 2 = $400.			
552-523 OUTSIDE PRINTING	2021	$ 750.00	SUPPLIES AND DIRECT OPERATING EXPENSES	PROJECT SUPPLIES (E.G. BINOCULAR , BATTERY, FLEXICUFF, DRUG TESTING KIT)	Informational Brochure printing, Crime Victim Rights Notification printing in Spanish, Assistance Resource Information printing in Spanish, Division Informational Brochure printing, Letterhead/Envelopes. Printing cost = $750/year.			
TRAVEL AND TRAINING - IN STATE						$ 4,878.40	$ 1,219.60	$ 6,098.00
552-142 PROFESSIONAL CONFERENCES	2021	$ 2,839.00	TRAVEL AND TRAINING	IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL	In-State Conference Fees			
552-148 TRAINING: MEALS	2021	$ 385.00	TRAVEL AND TRAINING	IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL	In State- Per Diem			

Department Line Item					Grant Line Item		Grant %	City %	Total
552-147 TRAINING: LODGING	*2021*	*$*	*2,200.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In-State Hotel Fees*			
552-146 TRAINING: TRANSPORTATION	*2021*	*$*	*674.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In-State Training Transportation (Airfare, parking, shuttle, etc.)*			
TRAVEL AND TRAINING - OUT OF STATE							$ 1,588.00	$ 397.00	$ 1,985.00
552-142 PROFESSIONAL CONFERENCES	*2021*	*$*	*595.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In-State Conference Fees*			
552-148 TRAINING: MEALS	*2021*	*$*	*140.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In State- Per Diem*			
552-147 TRAINING: LODGING	*2021*	*$*	*800.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In-State Hotel Fees*			
552-146 TRAINING: TRANSPORTATION	*2021*	*$*	*450.00*	*TRAVEL AND TRAINING*	*IN-STATE REGISTRATION FEES, TRAINING AND/OR TRAVEL*	*In-State Training Transportation (Airfare, parking, shuttle, etc.)*			
FOOD/MEALS							$ -	$ 200.00	$ 200.00
552-232 FOOD/MEALS FOR VICTIMS	*2021*	*$*	*200.00*	*FOOD MEALS*	*FOOD/MEALS FOR VICTIMS*	*Meals for victims while being transported by Victim Services Coordinator to court proceedings or medical appointments. Cost per meal $10 X 20 victims = $200/year.*			
NECESSARY ITEMS NOT ALLOWED IN GRANT SUBMISSION							$ -	$ 1,500.00	$ 1,500.00
552-131 UNIFORMS	*2021*	*$*	*1,500.00*	*N/A*	*N/A*	*N/A*			
						ALLOWABLE IN GRANT	**$ 66,663.20**	**$ 16,665.80**	**$ 83,529.00**
						NOT ALLOWED IN GRANT	**$ -**	**$ 1,500.00**	**$ 1,500.00**
						TOTAL NEEDED	**$ 66,663.20**	**$ 18,165.80**	**$ 85,029.00**

IN-STATE CONFERENCE EXPENSES 2020-2021

CONFERENCE INFORMATION		*CONFERENCE FEE*	*PER DIEM*	*HOTEL*	*TRANSPORTATION (AIRFARE, SHUTTLE, PARKING)*	*TOTAL FOR GRANT ENTRY*
Texas Victim Services Conference, Hosted by Texas Victim Services Association, Biannual 2021, South Padre Island, Texas May 4-7, Victim Services Coordinator plus (1) VS Volunteer COST BREAKDOWN: $375 registration fee, $105 per diem, $600 hotel, $450 airfare/shuttle = $1530///	2021 VSC	$ 375.00	$ 105.00	$ 600.00	$ 450.00	
	NO VOLS	-	-	-	-	**YEARLY**
		$ 375.00	$ 105.00	$ 600.00	$ 450.00	**$ 1,530.00**
Crimes Against Children Conference, Hosted by Dallas Children's Advocacy Center, held annually in Dallas, Texas, Victim Services Coordinator plus (1) VS Volunteer COST BREAKDOWN: $650 registration, $140 per diem, $800 hotel, $100 parking fees = $1690///	2021VSC	$ 650.00	$ 140.00	$ 800.00	$ 100.00	
	NO VOLS	-	-	-	-	**YEARLY**
		$ 650.00	$ 140.00	$ 800.00	$ 100.00	**$ 1,690.00**
Crimes Against Women Conference, Hosted by Dallas PD/Genesis Women's Shelter, held annually in Dallas, Texas, Victim Services Coordinator plus (1) VS Volunteer COST BREAKDOWN: $500 registration fee, $140 per diem, $800 hotel, $124 parking = $1564///	2021 VSC	$ 500.00	$ 140.00	$ 800.00	$ 124.00	
	NO VOLS	-	-	-	-	**YEARLY**
		$ 500.00	$ 140.00	$ 800.00	$ 124.00	**$ 1,564.00**
Central Texas Champions for Justice Conference, Hosted by Williamson County Children's Advocacy, held annually in the Georgetown, Texas area, Victim Services Coordinator plus (5) VS Volunteers COST BREAKDOWN: $219 registration x 5 = $1314	2021 VSC	$ 219.00	$ -	$ -	$ -	
	2021 (5) VOL	1,095.00	-	-	-	**YEARLY**
		$ 1,314.00	$ -	$ -	$ -	**$ 1,314.00**
		$ 2,839.00	**$ 385.00**	**$ 2,200.00**	**$ 674.00**	
				TOTAL AMOUNT REQUESTED		**$ 6,098.00**

2020-2021 OUT-OF-STATE CONFERENCE EXPENSES

CONFERENCE INFORMATION		*CONFERENCE FEE*	*PER DIEM*	*HOTEL*	*TRANSPORTATION (AIRFARE, SHUTTLE, PARKING)*	*TOTAL FOR GRANT ENTRY*
International Conference on Sexual Assault, Domestic Violence and Gender Bais, Hosted by End Violence Against Women International (EVAWI), in 2021 it will be held in Boston,MA on April 6-8, Victim Services Coordinator COST BREAKDOWN: $595 conference fee, $140 per diem, $800 hotel, $450 airfare/shuttle = $1985	2021 VSC	$ 595.00	$ 140.00	$ 800.00	$ 450.00	
	NO VOLS	-				**YEARLY**
		$ 595.00	$ 140.00	$ 800.00	$ 450.00	**$ 1,985.00**
	2021 TOTALS	$ 595.00	$ 140.00	$ 800.00	$ 450.00	$ 1,985.00
		$ 595.00	**$ 140.00**	**$ 800.00**	**$ 450.00**	
				TOTAL AMOUNT REQUESTED		**$ 1,985.00**

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☐ Quality of Life

☒ Economic Vitality

Agenda Item #: 6

Agenda Title: **Consider approving Resolution R20-06 authorizing the resale of property held in trust by the City of Taylor to Habitat for Humanity of Williamson County.**

Council Action to be taken: Approve resolution

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

The purpose of this item is to allow Council to authorize the resale of a trustee lot to Habitat for Humanity of Williamson County.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

On May 9, 2019 the Council authorized staff to work with the Taylor Housing Authority and Habitat for Humanity to dispose of surplus and trustee-owned lots held by the City for the use of THA and Habitat for the provision of affordable housing.

On July 25, 2019 the Council approved the resale of two lots (505 W. Oak Street and 304 Oscar Street) to THA.

In December 2019 staff received a request from Habitat for the sale of two additional lots (702 Burkett St. and 309 Shaw Street) for use in Habitat's homeownership program.

The lot at 702 Burkett St. is a trustee lot and is the subject of this agenda item. If the Council authorizes the sale to Habitat then the other taxing entities, Taylor ISD and Williamson County, will need to take action to approve the sale as well.

The lot at 309 Shaw St. will be brought back to Council at a future meeting for action.

3. STAFF ANALYSIS (How and Why)

These lots have been determined to be either surplus to the City's needs or are owned in trust by the City because of property tax delinquency. The Council has prioritized the use of these lots by THA and Habitat for the purpose of providing affordable housing.

4. RECOMMENDATION

Staff recommends approving the resolution.

5. FUNDING SOURCE

N/A

6. TIMELINE

If Council approves the resolution, the next step will be for Taylor ISD and Williamson County to approve the sale.

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

6a. Resolution R20-06
6b. Deed
6c. Location map

STATE OF TEXAS

COUNTY OF WILLIAMSON

RESOLUTION R20-06
AUTHORIZING RESALE OF PROPERTY HELD IN TRUST
BY THE CITY OF TAYLOR, TEXAS, TRUSTEE

Whereas, the Williamson County Tax Office collects property taxes for the City of Taylor, Texas, Taylor Independent School District, and The County of Williamson, Texas ("the Taxing Units"); and

Whereas, in May 2009, the following property (hereinafter referred to as, "the Property") was the subject of a tax sale:

> A tract of land being 0.13 acre tract of land in the J. Winsett Survey, Abstract 661, in the City of Taylor, Williamson County, Texas. This subject tract containing 0.13 acre according to the map of the Williamson Central Appraisal District under Tax Account R019818, and this subject tract being more particularly described as follows:
>
> Beginning at a point which is the Southwest corner of a 0.13 acre tract conveyed to Lee Killingsworth (the "Killingsworth Tract") described in Volume 465, Page 454 of the Deed Records of Williamson County, Texas, which is the northwest corner of this subject tract; thence in an Easterly direction 125 feet along the South boundary line of the Killingsworth Tract, which is the North boundary of this subject tract to a point which is the Southeast corner of the Killingsworth Tract, which is the Northeast corner of this subject tract; thence in a southerly direction along the West boundary line of a 0.19 acre tract conveyed to Blas Lepe (the "Lepe Tract") by a deed recorded in Document #2002032246 of the Deed Records of Williamson County, Texas, which is the East boundary line of this subject tract, to a point which this boundary line intersects the North line of East 7th Street, which is the Southeast corner of this subject tract; thence in a Westerly direction along the North Boundary line of East 7th Street, which is the south boundary line of this subject tract to a point on the Northline of East 7th Street which intersects the East boundary line of Burkett Street, which is the southwest corner of this tract, thence in a northerly direction along the East boundary line of Burkett Street, which is the West boundary line of the subject tract, to a point which is the Southwest corner of the Killingsworth Tract, which is the Northwest corner of the subject tract, which is the point of beginning (Tax Account #R019818).

Whereas, the Property did not receive a bid at tax sale and were struck off to The City of Taylor, Texas, Trustee, in Trust, for the use and benefit of itself, Taylor Independent School District and The County of Williamson, Texas, by virtue of a Constable's Deed recorded as Document No. 2009033693 of the Official Public Records, Williamson County, Texas; and

Whereas, the Property has been tax exempt since 2009; and

Whereas, it is in the best interest of the Taxing Units that the Property be resold in an efficient manner which will return the Property to a taxable status; and

Whereas, Habitat for Humanity of Williamson County Texas, Inc., whose address is 2108 North Austin Avenue, Georgetown, Texas 78626 has offered to purchase the Property for $50.00, which amount is less than the market value of the Property specified in the judgment of foreclosure; and

Whereas, Section 34.05 of the Texas Tax Code provides for the private sale of property acquired by a taxing unit;

WHEREFORE, BE IT RESOLVED that The City of Taylor, Texas accepts the offer to purchase the Property for $50.00 and shall resell all of the interest of the Taxing Unit in the Property described below to Habitat for Humanity of Williamson County Texas, Inc., whose address is 2108 North Austin Avenue, Georgetown, Texas 78626.

Property to be sold:

A tract of land being 0.13 acre tract of land in the J. Winsett Survey, Abstract 661, in the City of Taylor, Williamson County, Texas. This subject tract containing 0.13 acre according to the map of the Williamson Central Appraisal District under Tax Account R019818, and this subject tract being more particularly described as follows:

Beginning at a point which is the Southwest corner of a 0.13 acre tract conveyed to Lee Killingsworth (the "Killingsworth Tract") described in Volume 465, Page 454 of the Deed Records of Williamson County, Texas, which is the northwest corner of this subject tract; thence in an Easterly direction 125 feet along the South boundary line of the Killingsworth Tract, which is the North boundary of this subject tract to a point which is the Southeast corner of the Killingsworth Tract, which is the Northeast corner of this subject tract; thence in a southerly direction along the West boundary line of a 0.19 acre tract conveyed to Blas Lepe (the "Lepe Tract") by a deed recorded in Document #2002032246 of the Deed Records of Williamson County, Texas, which is the East boundary line of this subject tract, to a point which this boundary line intersects the North line of East 7th Street, which is the Southeast corner of this subject tract; thence in a Westerly direction along the North Boundary line of East 7th Street, which is the south boundary line of this subject tract to a point on the Northline of East 7th Street which intersects the East boundary line of Burkett Street, which is the southwest corner of this tract, thence in a northerly direction along the East boundary line of Burkett Street, which is the West boundary line of the subject tract, to a point which is the Southwest corner of the Killingsworth Tract, which is the Northwest corner of the subject tract, which is the point of beginning (Tax Account #R019818).

BE IT FURTHER RESOLVED that the Mayor of The City of Taylor, Texas, on the ______ day of ____________, 2020 is authorized to execute a Deed Without Warranty conveying the properties sold pursuant to this Resolution.

THIS RESOLUTION WAS ADOPTED this ______ day of ____________, 2020 by the City Council of The City of Taylor, Texas.

____

Brandt Rydell
Mayor, City of Taylor, Texas

DEED WITHOUT WARRANTY

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

THE STATE OF TEXAS	§	
	§	KNOW ALL MEN BY THESE PRESENTS
COUNTY OF WILLIAMSON	§	

THAT The City of Taylor, Texas, Trustee, in trust for the use and benefit of itself, Taylor Independent School District and The County of Williamson, Texas, Grantor, for and in consideration of the sum of FIFTY AND NO/100S ($50.00), and other good and valuable consideration paid by the Grantee named below, the receipt and sufficiency of which are acknowledged by Grantor, has GRANTED, SOLD AND CONVEYED, and by these presents does GRANT, SELL, AND CONVEY to Habitat for Humanity of Williamson County Texas, Inc. whose address is 2108 North Austin Avenue, Georgetown, Texas 78626, the following described Property, to wit:

A tract of land being 0.13 acre tract of land in the J. Winsett Survey, Abstract 661, in the City of Taylor, Williamson County, Texas. This subject tract containing 0.13 acre according to the map of the Williamson Central Appraisal District under Tax Account R019818, and this subject tract being more particularly described as follows:

Beginning at a point which is the Southwest corner of a 0.13 acre tract conveyed to Lee Killingsworth (the "Killingsworth Tract") described in Volume 465, Page 454 of the Deed Records of Williamson County, Texas, which is the northwest corner of this subject tract; thence in an Easterly direction 125 feet along the South boundary line of the Killingsworth Tract, which is the North boundary of this subject tract to a point which is the Southeast corner of the Killingsworth Tract, which is the Northeast corner of this subject tract; thence in a southerly direction along the West boundary line of a 0.19 acre tract conveyed to Blas Lepe (the "Lepe Tract") by a deed recorded in Document #2002032246 of the Deed Records of Williamson County, Texas, which is the East boundary line of this subject tract, to a point which this boundary line intersects the North line of East 7th Street, which is the Southeast corner of this subject tract; thence in a Westerly direction along the North Boundary line of East 7th Street, which is the south boundary line of this subject tract to a point on the Northline of East 7th Street which intersects the East boundary line of Burkett Street, which is the southwest corner of this tract, thence in a northerly direction along the East boundary line of Burkett Street, which is the West boundary line of the subject tract, to a point which is the Southwest corner of the Killingsworth Tract, which is the Northwest corner of the subject tract, which is the point of beginning (Tax Account #R019818).

The Grantor and all the taxing units involved in this conveyance exclude and except any warranties, express or implied, regarding the Property, including, without limitation, any warranties arising by common law or Section 5.023 of the Texas Property Code or its successor. **This conveyance is expressly made subject to any right of redemption of the Property which may exist under Section 34.21 of the Texas Tax Code.**

Grantor(s) have not made, and do not make any representations, warranties or covenants of any kind or character whatsoever, whether express or implied, with respect to the quality or condition of the property, the suitability of the property for any and all activities and uses which grantees may conduct thereon, compliance by the property with any laws, rules, ordinances or regulations of any applicable governmental authority or habitability, merchantability or fitness for a particular purpose, and specifically, grantors do not make any representations regarding hazardous waste, as defined by the Texas Solid Waste Disposal Act and the regulations adopted thereunder, or the U. S. Environmental Protection Agency regulations, or the disposal of any hazardous or toxic substances in or on the property.

TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances belonging in any way to the Property, subject to the provisions, stated above, to Grantee Habitat for Humanity of Williamson County Texas, Inc., its successors and assigns forever, without warranty of any kind.

IN TESTIMONY WHEREOF The City of Taylor, Texas, Trustee, joined herein by Taylor Independent School District and The County of Williamson, Texas, have caused these presents to be executed on this the_____day of ___________________________ 2019.

The City of Taylor, Texas

By ______________________________________

Brandt Rydell
Mayor

THE STATE OF TEXAS §
§
COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, on this day personally appeared Brandt Rydell, Mayor of The City of Taylor, Texas, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same in the official capacity indicated and for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the_______day of ___________________________________, 2019.

____

Notary Public, State of Texas
My commission expires____________________

Taylor Independent School District

By ______________________________

Marco R. Ortiz
President, Board of Trustees

THE STATE OF TEXAS §
§
COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, on this day personally appeared Marco R. Ortiz, President, Board of Trustees of Taylor Independent School District, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same in the official capacity indicated and for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the_______day of ________________________, 2019.

____

Notary Public, State of Texas
My commission expires____________________

The County of Williamson, Texas

By ______________________________________

Bill Gravell Jr.
County Judge

THE STATE OF TEXAS §
§
COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, on this day personally appeared Bill Gravell, Jr., County Judge, Williamson County, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same in the official capacity indicated and for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the________day of __________________________________, 2019.

____

Notary Public, State of Texas
My commission expires___________________

After recording, return to:

Habitat for Humanity of Williamson County Texas, Inc.
2108 North Austin Avenue
Georgetown, Texas 78626

Proposed Lot to be Acquired by Habitat for Humanity of Williamson County

Trustee-owned lot at 702 Burkett Street - R019818 – zoned M-1 – Light Industrial

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☐ Quality of Life

☐ Economic Vitality

Agenda Item #: 7

Agenda Title: **Receive and Accept the FY2021 Budget Calendar**

Council Action to be taken: Approve by Consent

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of this item is to present the budget calendar (attached) that will provide a framework for developing the FY2021 budget. Meetings which involve council are highlighted in the budget calendar.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Council has approved budget calendars in the past fiscal years to provide guidance on the timeline for the development of the budget.

3. STAFF ANALYSIS (How and Why)

Staff is proposing a calendar to provide a timeline for the development of the budget. The Texas Property Tax Reform and Transparency Act of 2019 created several new deadlines for the development of the budget. The calendar proposed presents a timeline of the deadlines and anticipated dates of Council meetings to assist in the development of the budget and the compliance with the deadlines under the new property tax act. This calendar presents a timeline based on a tax rate that exceeds the voter-approval tax rate but is less than or equal to the de minimis tax rate.

The budget calendar serves as a guideline in the development of the City's budget and can be modified as needed. Should such a modification become necessary during the budget development process, Council will be informed of the modification and the purpose for such modification. Should such modification require a special meeting being called, proper approval will be sought from Council for such special meeting.

4. RECOMMENDATION

Staff recommends that Council accept the budget calendar as presented in the Consent Agenda.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

7a. FY2021 Budget Calendar

February

- **February 3** – Budget Kick-Off Meeting with Department Directors and Administrators
- **February 13** – Present Budget Calendar to City Council

March

- **March 4** – Meet and Discuss Five-Year CIP with Department Directors
- **March 27** – Department FY 20-21 Budget (with ATB's) and FY 19-20 Projection Deadline for Data Entry in MDSS
    - Departments Locked Out of MDSS After March 27th
- **March 31** – Receive preliminary property values from WCAD

April

- **April 6** – Submit Department Budgets to City Management
- **Week of April 13** – City Manager Meets with Department Directors to Discuss Budgets
- **Week of April 20** – Finance Review, Update, Revise Budget and CIP with City Management
- **Week of April 27** – Finance Meet with City Management to Review, Update, Revise Budget

May

- **May 1** – Deadline to Submit FY 19-20 Accomplishments, FY 20-21 Goals & Objectives, and Performance Measures
- **May 1** – Rough Draft Budget Due to City Manager
- **May 28** – Present Preliminary Budget to Council with Brief Explanation

June

- **June 2** – Budget Workshop I
- **June 25** – OPEN – Possible Budget Workshop II

July

- **July 9 –** OPEN – Possible Budget Workshop II / III
- **July 23** – Present Final Budget and Set Upper Limit on Tax Rate, Schedule Public Hearings for Tax Rate and Budget
- **July 23** – CIP Discussion with Council
- **July 23** – Water & Sewer Rate
- **July 25** – Certified property values due from WCAD

August

- **August 6** – Introduce Tax Rate and Budget Ordinances; Hold Tax Rate and Budget Hearings
- **August 7** – Post Required Notice of Tax Rates on City's website
- **August 13** – Adopt Budget and Tax Rate Ordinances
- **August 20** – Contingent Budget and Tax Rate Adoption Date
- **August 24** – BUDGET/TAX RATE TO BE ADOPTED BY THIS DATE IF VOTER-APPROVAL RATE EXCEEDED

Regular City Council Meeting | **Special City Council Meeting** | **Deadline**

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☒ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

Agenda Item #: 8

Agenda Title: **Receive update regarding the upcoming 2020 Census and appoint members to the 2020 Complete Count Committee for Taylor**

Council Action to be taken: Receive update on the upcoming census and provide input on the census committee for Taylor

Department Submitted: City Management

Staff Contact: Jeff Jenkins, Deputy City Manager

1. PURPOSE/DESCRIPTION

The purpose of this item is to receive an update on the upcoming 2020 Census from Susan Walch, Partnership Specialist with the U.S. Census Bureau. She will also provide information about setting up a Census Complete Count Committee for Taylor.

Ray Langlois, Williamson County Census Complete Count Committee Ambassador, plans to attend the Council meeting and provide additional input on their effort to get a complete count County wide. Ray is working through Williamson County Cities Health District as a Census Ambassador. He has provided some additional information on the Census which includes: handouts about the Census, a presentation he gave to the City of Georgetown and information on the Taylor outreach map. He currently serves on the George Complete County Committee and wants to be a member of the Taylor Complete Count Committee.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Every ten years, the U.S Census Bureau conducts a census for the United States. It's important to get the population numbers counted accurately as it can affect federal dollars sent to the State, representation, grants and a variety of other things. Taylor in the past years has not had good turnout numbers for the Federal Census, so it is important we have better involvement with community partners to have Taylor obtain better results.

Susan Walch with the U.S. Census met with City staff on February 5th and she recommended that Taylor establish a Complete Count Committee. This committee would focus on increasing awareness and motivate residents to respond to the 2020 Census. The U.S Census Bureau has found greater involvement with the Schools, faith-based organizations, businesses and other key stakeholders lead to better results.

Ms. Walch would like to have a training session to establish and train the new committee tentatively on February 19th from 1pm-4pm.

The Census will be mailed out to residents on March 12, 2020.

3. STAFF ANALYSIS (How and Why)

Its important to have a complete count in Taylor, as this helps provide additional funding opportunities, representation and maximizes other opportunities by having an accurate count.

4. RECOMMENDATION

Receive update from Susan Walch and Ray Langlois regarding the current efforts with the Census.

Also recommend appointing individuals to the committee. Here is a possible recommendation list:

- Ray Langlois- Williamson County Census Ambassador via Williamson County Health District
- Karen Ellis- City of Taylor Library Director and Staff Liaison for Committee
- Shepherd's Heart-
- African American and Hispanic residents-
- Taylor ISD-
- Business community-
- Faith Based-

We will have to discuss people who we can serve and reach out to them or the organization to help fill these positions.

5. FUNDING SOURCE

NA

6. TIMELINE

February 19, 2020 tentative training for Complete Count Committee
March 12,2020 Census mailed out to residents

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

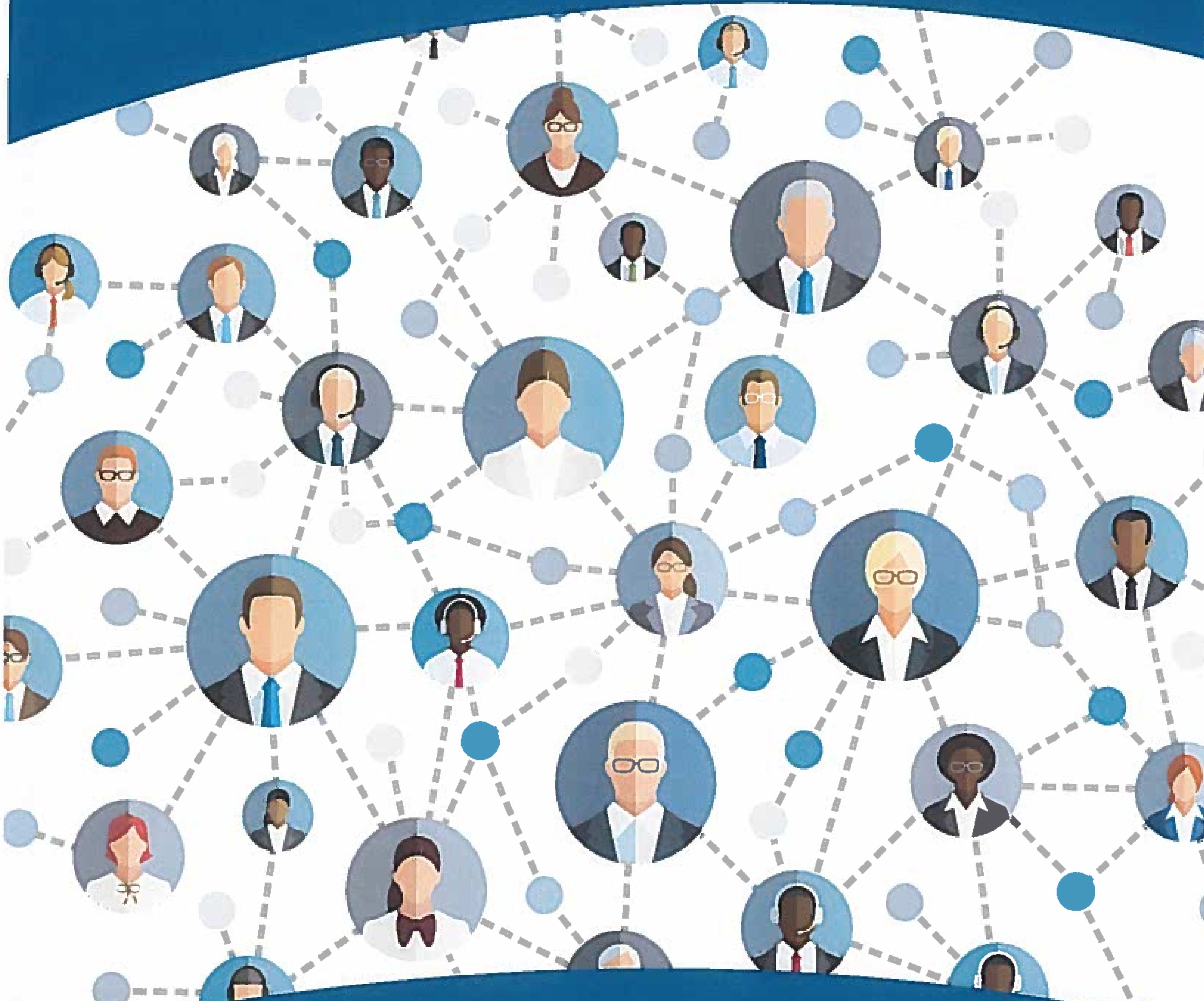
8a. 2020 Census Complete Count Committee Guide/brochure
8b. Handout with General FAQs

8c. Handout about why we ask each 2020 Census Question
8d. Georgetown Presentation
8e. Taylor Response Outreach Map ‘
8f. Taylor Census Quick Facts

2020 Census Complete Count Committee

Guide

D-1280(RV)



United States Census Bureau

United States Census 2020

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WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately $675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.

HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than $675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.

ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of $250,000.

WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local "census ambassador" groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, philanthropy, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3–5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20–50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under "What Is the Subcommittee Structure of a CCC?"

Examples of Tribal and Government Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a "grassroots" approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day "Be Counted" parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018–2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.
- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. They may also include foundations or philanthropy groups to fund the committee's activities around a particular audience. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.
- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a "Census Day/Night Street Festival" in late 2019. Think of creative games or activities where census information can be incorporated.
- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn't respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.

WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.

WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, foundations or other philanthropic organizations, and recruiting. **The Census Bureau does not manage Complete Count Committees.**

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have expertise, influence, and experience in the area of the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

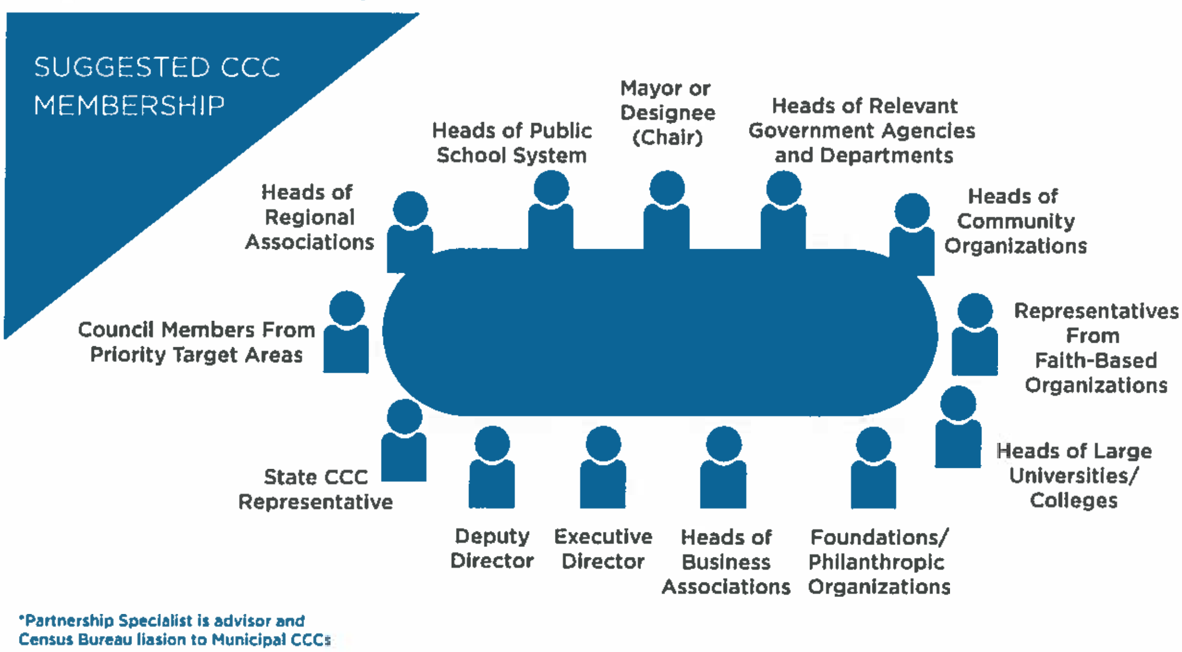
Faith-based subcommittee—Creates and coordinates activities and materials that can be used by any local faith-based institution in the promotion of the 2020 Census awareness and participation.

Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.
Suggested CCC Membership



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A:
50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over $675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing "intelligent" maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B:
UNDERSTANDING THE LANGUAGE OF THE 2020 CENSUS

GLOSSARY
The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov/roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K–12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

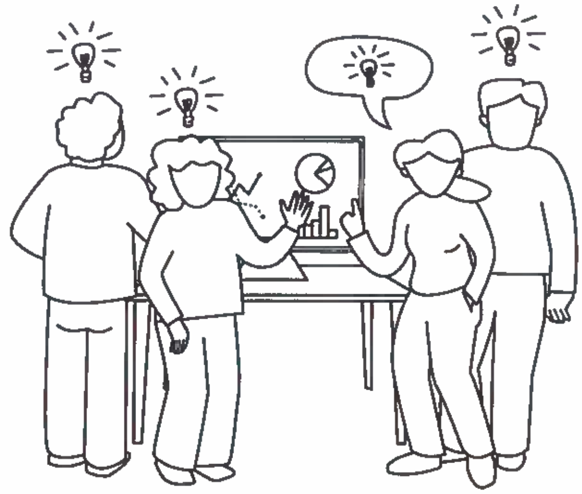
V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

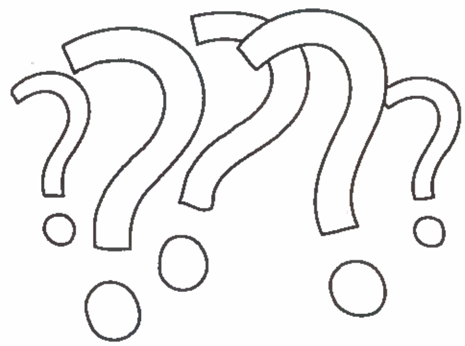
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers.
A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.



How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at: www.census.gov/partners.

For more information, please contact us at: census.partners@census.gov.

CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

If you reside in:	Please contact:
Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina	**ATLANTA** Atlanta.rcc.partnership @2020census.gov
Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin	**CHICAGO** Chicago.rcc.partnership @2020census.gov
Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming	**DALLAS** Dallas.rcc.partnership @2020census.gov
Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington	**LOS ANGELES** Los.Angeles.rcc.partnership @2020census.gov
Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico	**NEW YORK** New.York.rcc.partnership @2020census.gov
Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia	**PHILADELPHIA** Philadelphia.rcc.partnership @2020census.gov

2020 Census FAQ

What is the census?

The census is a count of every person who lives in the United States and its territories. It happens every 10 years. In early 2020, you will be asked to count everyone who lives in your home as of April 1. Responding to the 2020 Census is a chance to shape your future.

What's in it for me?

Your responses inform where over $675 billion is distributed each year to communities nationwide for clinics, schools, roads, and more.

Census data gives community leaders vital information to make decisions about building community centers, opening businesses, and planning for the future.

Responding also fulfills your civic duty because it's mandated by the U.S. Constitution. The United States has counted its population every 10 years since 1790.

Your responses are used to redraw legislative districts and determine the number of seats your state has in the U.S. House of Representatives.

Is my information safe?

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics. They cannot be used against you by any government agency or court in any way—not by the FBI, not by the CIA, not by the DHS, and not by ICE.

When can I respond to the census?

In early 2020, every household in America will receive a notice to complete the census online, by phone, or by mail. In May, the U.S. Census Bureau will begin following up in person with households that have yet to respond.

What will I be asked?

You will be asked a few simple questions, like age, sex, and the number of people who live in your home, including children.

What won't be asked?

The census will never ask for Social Security numbers, bank or credit card numbers, money or donations, or anything related to political parties.

For more information, visit:

2020CENSUS.GOV

Shape your future START HERE >

D-FA-GP-EN-034

Why We Ask

The 2020 Census is easy. The questions are simple.

Responses to census questions provide a snapshot of the nation. Census results affect your voice in government, how much funding your community receives, and how your community plans for the future.

When you fill out the census, you help:

Determine how many seats your state gets in Congress.

Inform how more than $675 billion in federal funding is distributed to states and communities each year.

Create jobs, provide housing, prepare for emergencies, and build schools, roads and hospitals.

The 2020 Census will ask for the following information:

Number of people at address

We ask this question to collect an accurate count of the number of people at each address on Census Day, April 1, 2020. Each decade, census results determine how many seats your state gets in Congress. State and local officials use census counts to draw boundaries for congressional districts, state legislative districts, and school districts.

Any additional people living or staying there

Our goal is to count people once, only once, and in the right place according to where they live on Census Day. Keeping this goal in mind, we ask this question to ensure that everyone living at an address is counted.

Owner/Renter

We ask about whether a home is owned or rented to create statistics about homeownership and renters. Homeownership rates serve as an indicator of the nation's economy and help in administering housing programs and informing planning decisions.

Phone number

We ask for a phone number in case we need to contact you. We will never share your number and will only contact you if needed for official Census Bureau business.

Shape your future
START HERE >

United States® Census 2020

2020CENSUS.GOV

D-FS-GP-EN-136

Name

We ask for names to ensure everyone in the household is counted. This also helps us to keep ancestry records. Listing the name of each person in the household helps respondents include all members, particularly in large households where a respondent may forget who was counted and who was not.

Sex

We ask about the sex of each person to create statistics about males and females. Census data about sex is used in planning and funding government programs, and in evaluating other government programs and policies to ensure they fairly and equitably serve the needs of males and females. These statistics are also used to enforce laws, regulations, and policies against discrimination in government programs and in society.

Age and date of birth

We ask about age and date of birth to understand the size and characteristics of different age groups and to present other data by age. Local, state, tribal, and federal agencies use age data to plan and fund government programs that provide assistance or services for specific age groups, such as children, working-age adults, women of childbearing age, or the older population. These statistics also help enforce laws, regulations, and policies against age discrimination in government programs and in society.

Hispanic, Latino, or Spanish origin

We ask about whether a person is of Hispanic, Latino, or Spanish origin to create statistics about this ethnic group. The data collected in this question is needed by federal agencies to monitor compliance with anti-discrimination provisions, such as the Voting Rights Act and the Civil Rights Act.

Race

We ask about a person's race to create statistics about race and to present other statistics by race groups. The data collected in this question is needed by federal agencies to monitor compliance with anti-discrimination provisions, such as the Voting Rights Act and the Civil Rights Act.

Whether a person lives or stays somewhere else

Our goal is to count people once, only once, and in the right place according to where they live on Census Day. Keeping this goal in mind, we ask this question to ensure individuals are not included at multiple addresses.

Relationship

We ask about the relationship of each person in a household to one central person to create estimates about families, households, and other groups. Relationship data is used in planning and funding government programs that provide funds or services for families, people living or raising children alone, grandparents living with grandchildren, or other households that qualify for additional assistance.

For more information, visit:

2020CENSUS.GOV

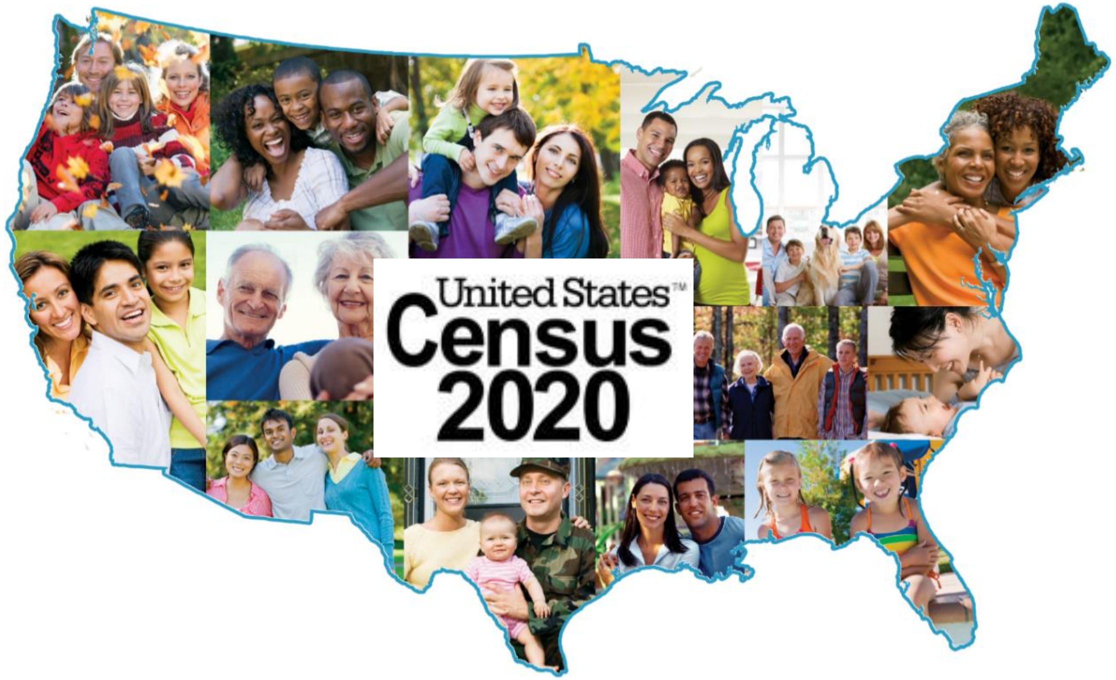
D-FS-GP-EN-136

Shape your future
START HERE >

United States® Census 2020

Georgetown Complete Count Committee

2020 Census outreach in Georgetown



Presenters

<u>U.S. Census Bureau</u>
Fang Fang
Partnership Specialist
Dallas Regional Census Center

<u>City of Georgetown</u>
Keith Hutchinson
Communications Manager/PIO

OUTLINE

1. **Census 101:** Overview of the basics
2. **Georgetown Complete Count Committee:** Understand local efforts
3. **Data tools:** Learn about our community through Census data

What, Why, When, Who, and How

CENSUS 101

CENSUS BASICS

- **What**: The Census is a snapshot of where all individuals who reside in the US live on that specific day.
- **Why**: Article 1, Section 2 of the U.S. Constitution
- **When**: Every 10 years
  - Data collection from March through May 2020
  - March-April: Self-responses
  - May: Canvassing non-responders
- **Who:** Georgetown Complete Count Committee will work with local and regional partners
- **How**: Internet, phone, paper survey, in-person interviews

Short Questionnaire

- Name
- Age and Date of Birth
- Sex
- Race and Origin
- Own or Rent Home
- Relationship
- Phone Number

No

- Citizenship Question
- Social Security Number
- Financial info
- Donation

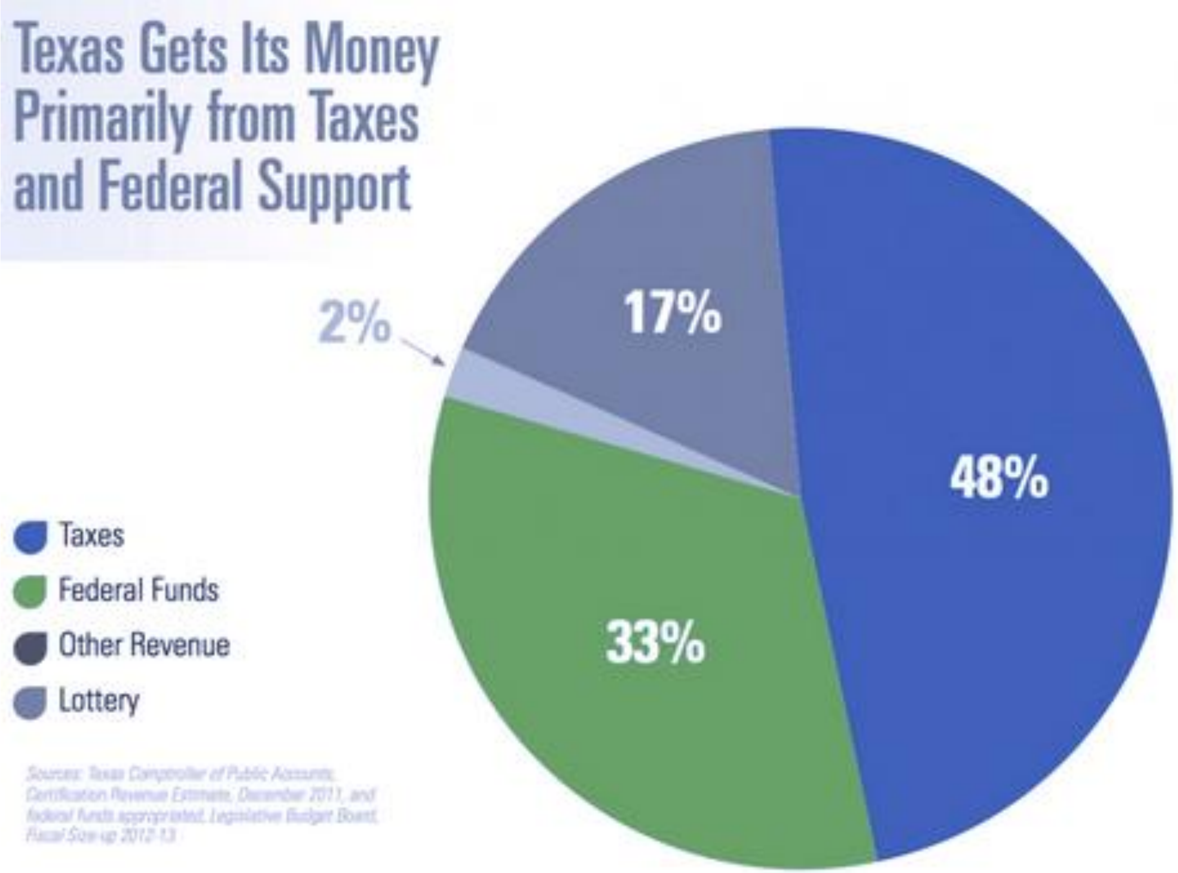
Keeping Data Safe

- Title 13 protects information
- Answers will not be shared with any government agencies or law enforcement
- Answers cannot be used against people by any government agency or court
- Do not identify individuals in the data
- Can only publish statistics
- Data encryption and two forms of authentication to secure system access

An undercount will directly affect Texas budget.

Uses of Census Data

- **Apportion** representation among states
- **Draw** congressional and state legislative districts, school districts and voting precincts
- **Enforce** voting rights and civil rights legislation
- **Distribute** federal dollars to states
- **Inform** planning decisions of federal, tribal, state and local government
- **Inform** organizational decisions (e.g., where to locate, size of market, etc.) of businesses and non-profits



Federal Funding for Williamson County, Georgetown

- Community Development Block Grants
- Highway funding
- Student loans
- School lunch program
- Housing loans

Understanding local efforts

GEORGETOWN COMPLETE COUNT COMMITTEE

Committee role

- Key goal: **Increase participation rate** in 2020 Census
- Help to identify **hard-to-count people** or areas in Georgetown
- Assist with development of **messages** to reach hard-to-count people in Georgetown
- Help to identify **groups, events, communication methods** to assist with outreach

Committee representation

- U.S. Census Bureau, Dallas regional office
- City staff: communications, planning, library
- Georgetown ISD
- Williamson County and Cities Health District
- Georgetown Ministerial Alliance
- The Caring Place
- Southeast Georgetown Community Council
- First United Methodist Church Georgetown Getsemani Center
- Faith in Action Georgetown

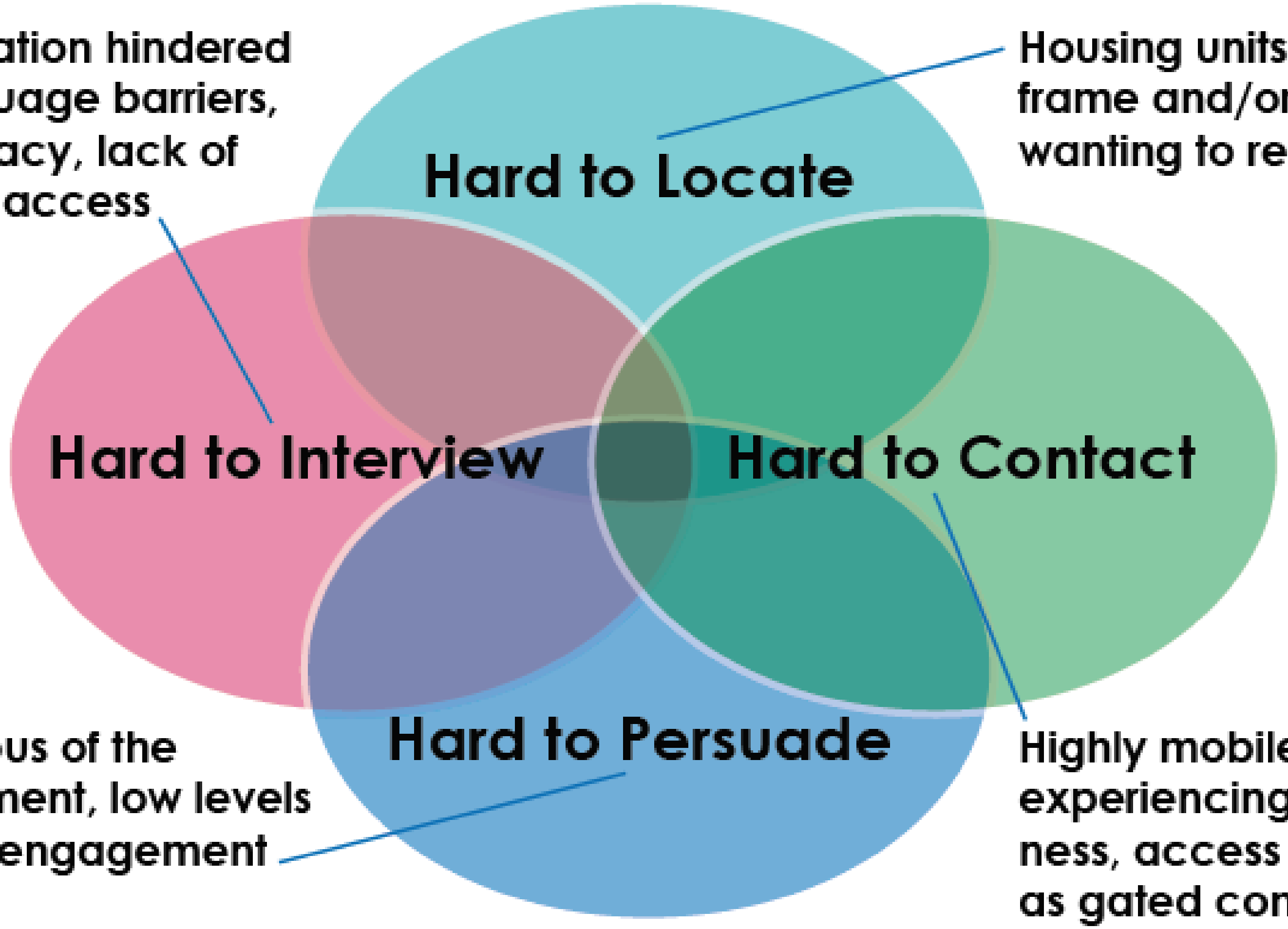
City of Georgetown staff roles

- Use existing City communication channels for 2020 Census marketing (e.g., Reporter newsletter, GTV, social media, website)
- Use Census materials to develop articles, news releases, videos
- Help to organize Census outreach
- Use available channels: No budget for advertising placement or material reproduction

Hard-To-Count Populations

Participation hindered by language barriers, low literacy, lack of Internet access

Housing units not in our frame and/or persons wanting to remain hidden



Suspicious of the government, low levels of civic engagement

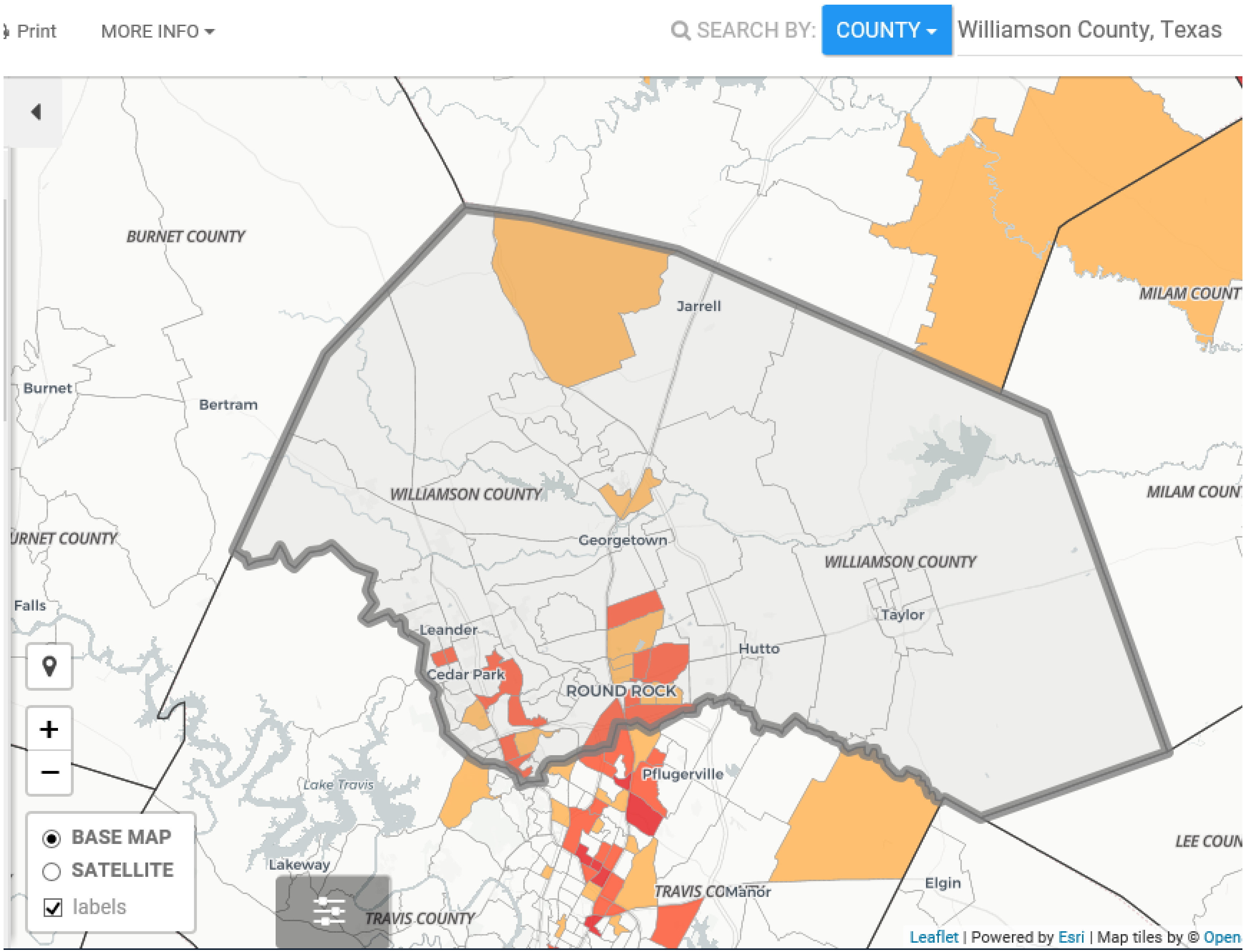
Highly mobile, people experiencing homeless-ness, access barriers such as gated communities

Hard-to-count areas and factors in Georgetown

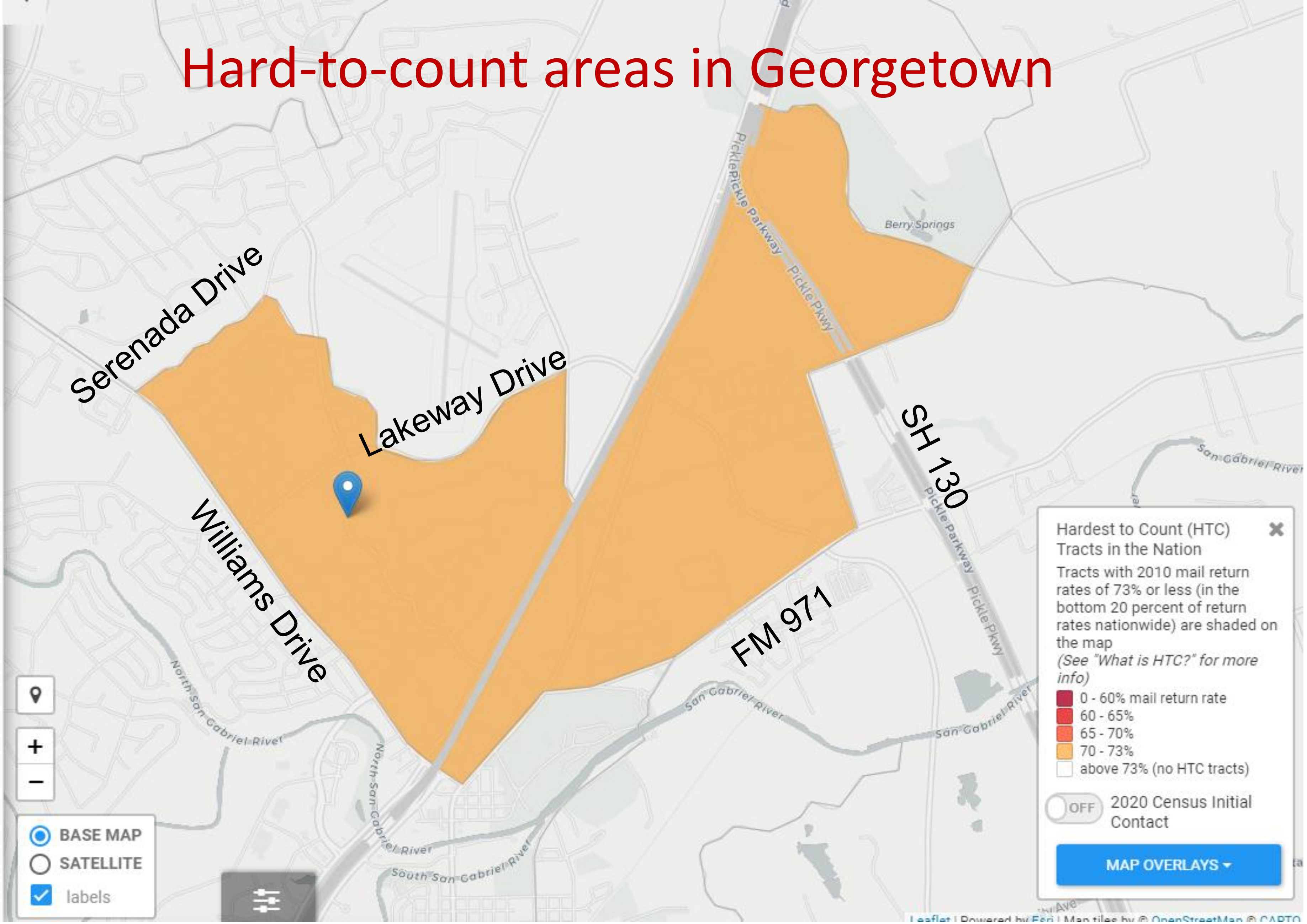
- West side of downtown area
- Area north of Williams Drive and south of Lakeway Drive
- Apartment residents

Hard-to-count areas in Williamson County

censushardtocountmaps2020.us

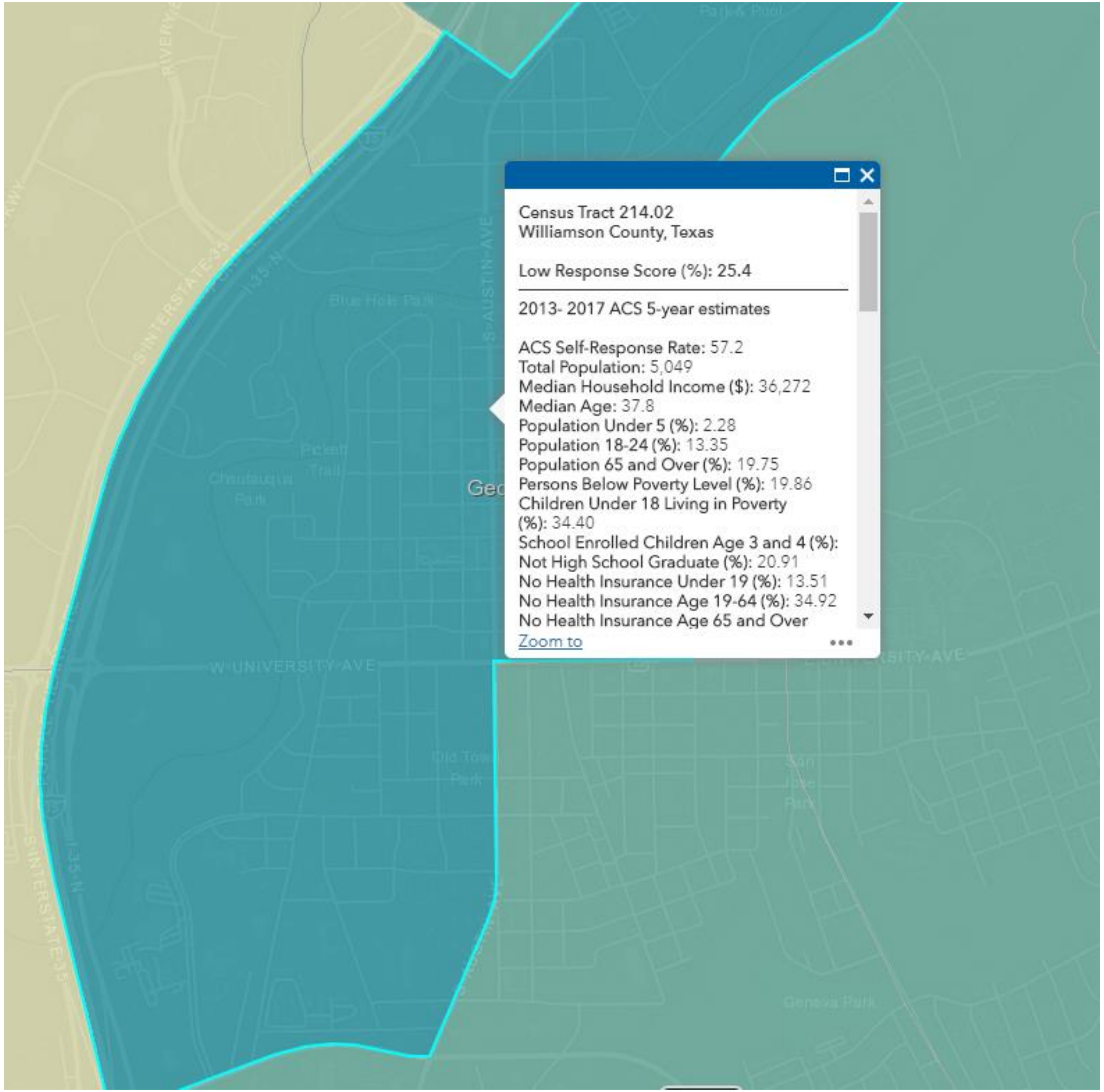


Hard-to-count areas in Georgetown



West side of downtown, Apts along I-35

census.gov/roam



West side of downtown, Apartments along I-35

Low Response Score (%): 25.4
2013- 2017 ACS 5-year estimates

ACS Self-Response Rate: 57.2
Total Population: 5,049
Median Household Income ($): 36,272
Median Age: 37.8
Population Under 5 (%): 2.28
Population 18-24 (%): 13.35
Population 65 and Over (%): 19.75
Persons Below Poverty Level (%): 19.86

Low Response Score (%): 25.4
2013- 2017 ACS 5-year estimates

Children Under 18 Living in Poverty (%): 34.40
Not High School Graduate (%): 20.91
No Health Insurance Age 19-64 (%): 34.92
Non-Hispanic, Black (%): 10.36
Non-Hispanic, White (%): 52.70
Hispanic (%): 36.15
Renter Occupied Housing Units (%): 72.94
Households with No Internet Access (%): 25.63
No One in Household Age 14+ Speaks English "Very Well" (%): 7.29

Feedback and questions?

For more information:
2020census.gov
wilco.org/2020census

Contacts

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Georgetown Complete Count Committee
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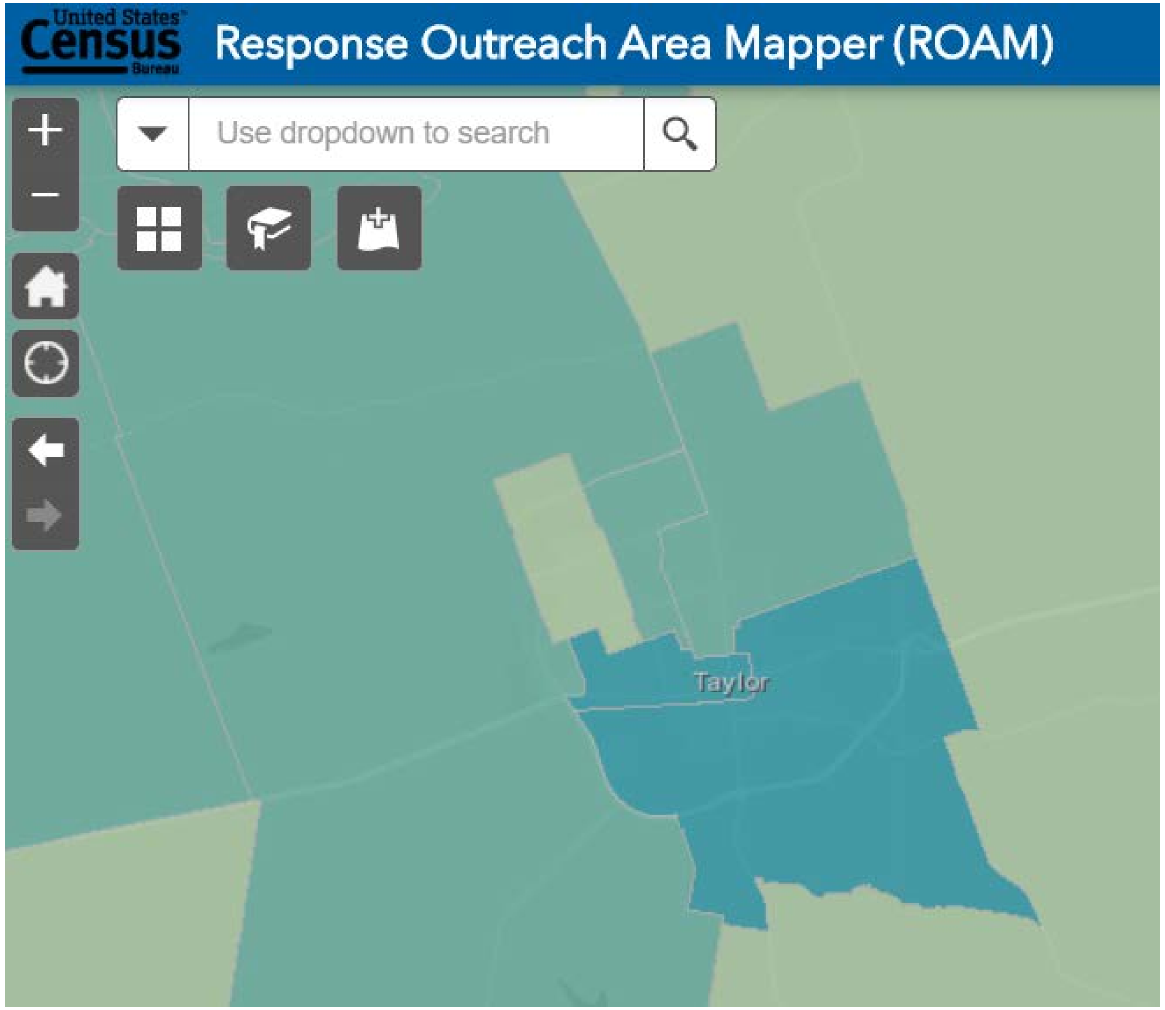
512-930-3690

United States Census Bureau
U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
census.gov

EST. 1848 GEORGETOWN TEXAS

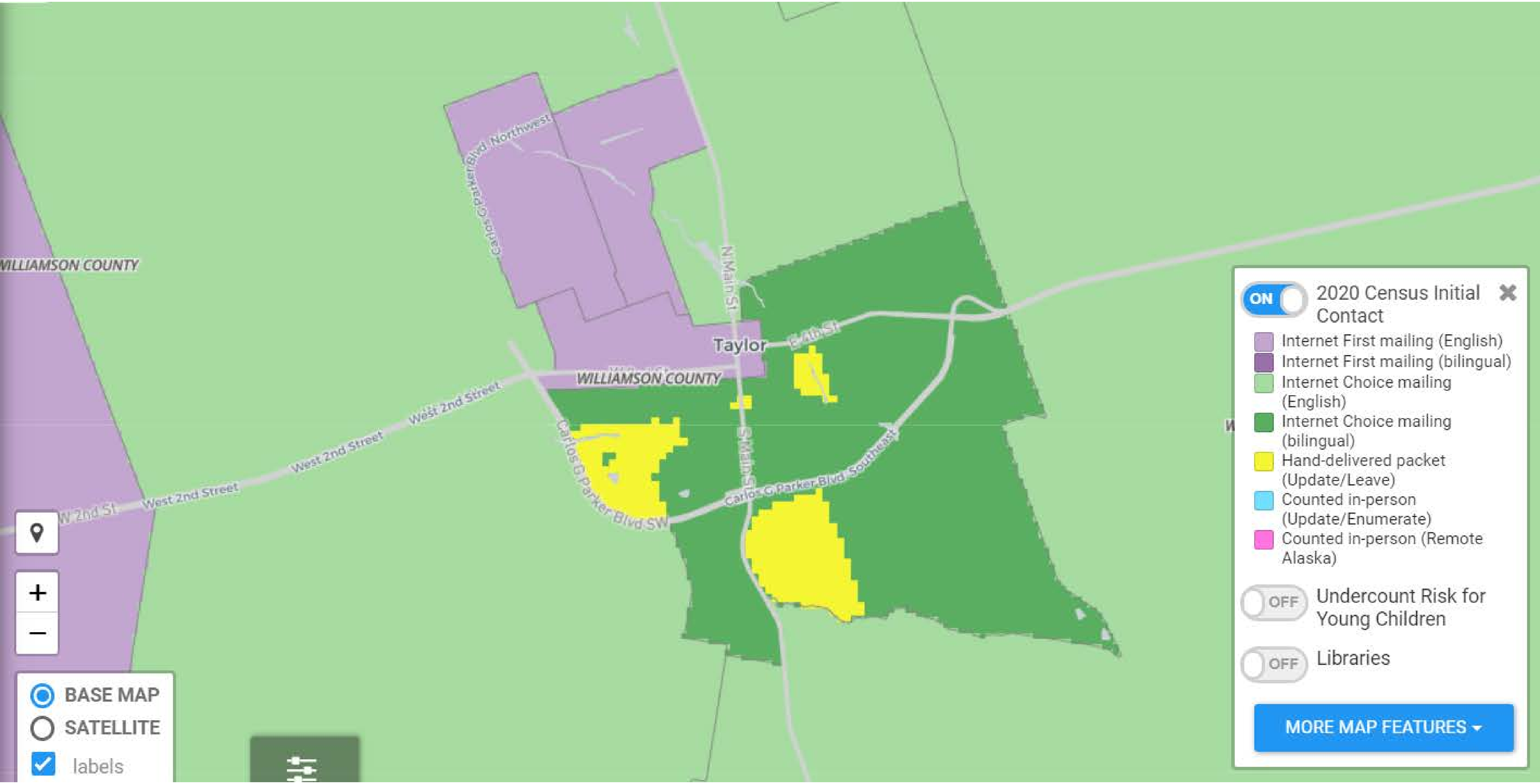


Census Tract 210
Williamson County, Texas

Low Response Score (%): 26.6
2013- 2017 ACS 5-year estimates

ACS Self-Response Rate: 41.4
Total Population: 2,929
Median Household Income ($): 34,130
Median Age: 39.8
Population Under 5 (%): 6.79
Population 18-24 (%): 7.95
Population 65 and Over (%): 9.63
Persons Below Poverty Level (%): 20.42
Children Under 18 Living in Poverty (%): 28.81
School Enrolled Children Age 3 and 4 (%):
Not High School Graduate (%): 31.57
No Health Insurance Under 19 (%): 8.71
No Health Insurance Age 19-64 (%): 26.35
No Health Insurance Age 65 and Over (%): 0.00
Non-Hispanic, Black (%): 20.01
Non-Hispanic, White (%): 20.66
Hispanic (%): 58.42
American Indian or Alaska Native (%): 0.00
Asian (%): 0.34
Native Hawaiian or Other Pacific Islander (%): 0.00
Some Other Race (%): 0.00
Foreign Born (%): 25.23
No One in Household Age 14+ Speaks English "Very Well" (%): 11.94
Population 5+ Who Speak English Less Than "Very Well" and Speak Spanish (%): 28.90
Population 5+ Who Speak English Less Than "Very Well" and Speak Russian (%): 0.00
Population 5+ Who Speak English Less Than "Very Well" and Speak Chinese (%): 0.37
Population 5+ Who Speak English Less Than "Very Well" and Speak Korean (%): 0.00
Population 5+ Who Speak English Less Than "Very Well" and Speak Vietnamese (%): 0.00
Population 5+ Who Speak English Less Than "Very Well" and Speak Tagalog (%): 0.00
Population 5+ Who Speak English Less Than "Very Well" and Speak Arabic (%): 0.00
Total Housing Units: 1,022
Total Occupied Housing Units: 888
Renter Occupied Housing Units (%): 35.25
Married Couple Households with Child Under 18 (%): 50.13
Family Occupied Housing Units with Related Children Under 6 (%): 25.76
Population 1+ Who Moved From Another Residence Within the Last Year (%): 22.98
Vacant Housing Units (%): 13.11
Multi-Unit (10+) Housing (%): 0.59
Households with No Computing Device (%): 35.02
Households with Computer (%): 36.71
Households with Only Smartphone (%): 20.61
Households with No Internet Access (%): 42.12
Households with Broadband Internet Access (%): 37.73
Population with No Computing Device (%): 35.58
Population with Broadband Internet and Computing Device (%): 54.23

FCC Residential High-Speed Connection Over 200 kbps: 601 to 800 connections
FCC Residential High-Speed Connection at least 10 Mbps downstream and 1 Mbps upstream: 401 to 600 connections
2020 Census Audience Segment Category: Multicultural Mosaic


WILLIAMSON COUNTY
Carlos G Parker Blvd. Northwest
N Main St
Taylor
E 4th St
WILLIAMSON COUNTY
West 2nd Street
West 2nd Street
West 2nd Street
W 2nd St
Carlos G Parker Blvd SW
S Main St
Carlos G Parker Blvd Southeast
ON
2020 Census Initial Contact
Internet First mailing (English)
Internet First mailing (bilingual)
Internet Choice mailing (English)
Internet Choice mailing (bilingual)
Hand-delivered packet (Update/Leave)
Counted in-person (Update/Enumerate)
Counted in-person (Remote Alaska)
OFF
Undercount Risk for Young Children
OFF
Libraries
MORE MAP FEATURES
BASE MAP
SATELLITE
labels

QuickFacts

Taylor city, Texas; United States

QuickFacts provides statistics for all states and counties, and for cities and towns with a ***population of 5,000 or more***.

Table

ALL TOPICS	Taylor city, Texas	United States
Population estimates, July 1, 2019, (V2019)	NA	328,239,523
PEOPLE		
Population		
Population estimates, July 1, 2019, (V2019)	NA	328,239,523
Population estimates, July 1, 2018, (V2018)	17,167	327,167,434
Population estimates base, April 1, 2010, (V2019)	NA	308,758,105
Population estimates base, April 1, 2010, (V2018)	15,281	308,758,105
Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019)	NA	6.3%
Population, percent change - April 1, 2010 (estimates base) to July 1, 2018, (V2018)	12.3%	6.0%
Population, Census, April 1, 2010	15,191	308,745,538
Age and Sex		
Persons under 5 years, percent	▲ 5.5%	▲ 6.1%
Persons under 18 years, percent	▲ 21.7%	▲ 22.4%
Persons 65 years and over, percent	▲ 14.4%	▲ 16.0%
Female persons, percent	▲ 50.2%	▲ 50.8%
Race and Hispanic Origin		
White alone, percent	▲ 75.9%	▲ 76.5%
Black or African American alone, percent (a)	▲ 9.6%	▲ 13.4%
American Indian and Alaska Native alone, percent (a)	▲ 0.3%	▲ 1.3%
Asian alone, percent (a)	▲ 0.6%	▲ 5.9%
Native Hawaiian and Other Pacific Islander alone, percent (a)	▲ 0.0%	▲ 0.2%
Two or More Races, percent	▲ 4.0%	▲ 2.7%
Hispanic or Latino, percent (b)	▲ 44.1%	▲ 18.3%
White alone, not Hispanic or Latino, percent	▲ 42.3%	▲ 60.4%
Population Characteristics		
Veterans, 2014-2018	1,016	18,611,432
Foreign born persons, percent, 2014-2018	13.5%	13.5%
Housing		
Housing units, July 1, 2018, (V2018)	X	138,537,078
Owner-occupied housing unit rate, 2014-2018	63.3%	63.8%
Median value of owner-occupied housing units, 2014-2018	$144,600	$204,900
Median selected monthly owner costs -with a mortgage, 2014-2018	$1,330	$1,558
Median selected monthly owner costs -without a mortgage, 2014-2018	$555	$490
Median gross rent, 2014-2018	$854	$1,023
Building permits, 2018	X	1,328,827
Families & Living Arrangements		
Households, 2014-2018	5,732	119,730,128
Persons per household, 2014-2018	2.85	2.63
Living in same house 1 year ago, percent of persons age 1 year+, 2014-2018	87.8%	85.5%
Language other than English spoken at home, percent of persons age 5 years+, 2014-2018	32.8%	21.5%
Computer and Internet Use		
Households with a computer, percent, 2014-2018	83.7%	88.8%
Households with a broadband Internet subscription, percent, 2014-2018	75.3%	80.4%
Education		
High school graduate or higher, percent of persons age 25 years+, 2014-2018	79.1%	87.7%
Bachelor's degree or higher, percent of persons age 25 years+, 2014-2018	14.2%	31.5%
Health		
With a disability, under age 65 years, percent, 2014-2018	12.1%	8.6%
Persons without health insurance, under age 65 years, percent	▲ 12.6%	▲ 10.0%

Economy

In civilian labor force, total, percent of population age 16 years+, 2014-2018	61.6%	62.9%
In civilian labor force, female, percent of population age 16 years+, 2014-2018	50.1%	58.2%
Total accommodation and food services sales, 2012 ($1,000) (c)	20,607	708,138,598
Total health care and social assistance receipts/revenue, 2012 ($1,000) (c)	D	2,040,441,203
Total manufacturers shipments, 2012 ($1,000) (c)	160,838	5,696,729,632
Total merchant wholesaler sales, 2012 ($1,000) (c)	D	5,208,023,478
Total retail sales, 2012 ($1,000) (c)	225,110	4,219,821,871
Total retail sales per capita, 2012 (c)	$13,999	$13,443

Transportation

Mean travel time to work (minutes), workers age 16 years+, 2014-2018	28.7	26.6

Income & Poverty

Median household income (in 2018 dollars), 2014-2018	$49,717	$60,293
Per capita income in past 12 months (in 2018 dollars), 2014-2018	$24,397	$32,621
Persons in poverty, percent	▲ 10.7%	▲ 11.8%

BUSINESSES

Businesses

Total employer establishments, 2017	X	7,860,674
Total employment, 2017	X	128,591,812
Total annual payroll, 2017 ($1,000)	X	6,725,346,754
Total employment, percent change, 2016-2017	X	1.5%
Total nonemployer establishments, 2017	X	25,701,671
All firms, 2012	1,043	27,626,360
Men-owned firms, 2012	469	14,844,597
Women-owned firms, 2012	405	9,878,397
Minority-owned firms, 2012	328	7,952,386
Nonminority-owned firms, 2012	659	18,987,918
Veteran-owned firms, 2012	121	2,521,682
Nonveteran-owned firms, 2012	834	24,070,685

GEOGRAPHY

Geography

Population per square mile, 2010	883.3	87.4
Land area in square miles, 2010	17.20	3,531,905.43
FIPS Code	4871948	00

About datasets used in this table

Value Notes

Estimates are not comparable to other geographic levels due to methodology differences that may exist between different data sources.

Some estimates presented here come from sample data, and thus have sampling errors that may render some apparent differences between geographies statistically indistinguishable. Click the Quick Info i row in TABLE view to learn about sampling error.

The vintage year (e.g., V2019) refers to the final year of the series (2010 thru 2019). *Different vintage years of estimates are not comparable.*

Fact Notes

- **(a)** Includes persons reporting only one race
- **(b)** Hispanics may be of any race, so also are included in applicable race categories
- **(c)** Economic Census - Puerto Rico data are not comparable to U.S. Economic Census data

Value Flags

- **-** Either no or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest or open ended distribution.
- **D** Suppressed to avoid disclosure of confidential information
- **F** Fewer than 25 firms
- **FN** Footnote on this item in place of data
- **N** Data for this geographic area cannot be displayed because the number of sample cases is too small.
- **NA** Not available
- **S** Suppressed; does not meet publication standards
- **X** Not applicable
- **Z** Value greater than zero but less than half unit of measure shown

QuickFacts data are derived from: Population Estimates, American Community Survey, Census of Population and Housing, Current Population Survey, Small Area Health Insurance Estimates, Small Area Incor Estimates, State and County Housing Unit Estimates, County Business Patterns, Nonemployer Statistics, Economic Census, Survey of Business Owners, Building Permits.

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

City Council Meeting
February 13, 2020
Transmittal Letter

Agenda Item #: 9

Agenda Title: **Receive first quarterly report from the Greater Taylor Chamber of Commerce.**

Council Action to be taken: Accept report as presented

Initiating Organization: Greater Taylor Chamber of Commerce

Staff Contact: **Tia Stone, President**

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to present to the City Council a Report of Activities and Budget for the Chamber of Commerce as it pertains to the administration of the Hotel Occupancy Tax grant contract.

2. STAFF ANALYSIS (Why and How)

Section 3.3 of the Agreement between the City of Taylor and the Taylor Chamber of Commerce states in part, "The Chamber of Commerce shall prepare written reports for submission to the City Council on a quarterly basis, during the months of January, April, July, and October". The attached report is meant to fulfill this requirement.

3. RECOMMENDATION

Approve as presented

4. FUNDING SOURCE

The City Budget includes an annual transfer of up to $50,000 in Hotel/Motel Occupancy Tax revenue to the Chamber to be used as outlined by state law. This report provides details as to how those funds have been spent.

5. TIMELINE

The last presentation to Council was Nov. 14, 2019 for the period of July-September 2019. This report covers October-December 2019

6. PRIOR COUNCIL ACTIONS TAKEN

Approved as presented

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

9a. Q1 October-December 2020 HOT Report
9b. Power Point presentation

Q1 2019-20 HOT funds expenditures

This sheet details the check number and explains the expenditures from the HOT account for the first quarter of the current contract. It corresponds with the Expenditures report included with this information.

1468 Taylor Rodeo Association

Cost to HOT funds $2000	Half page ad, 450 words editorial and digital package for Travel South Magazine (attached)

1469 Texas Hill Country Trail Region

Cost to HOT funds $50	Publicity for June's BBQ & Steak Cookoff in Murphy Park

1470 WilCo Exposition Center

Cost to HOT funds $425	Full page ad in the annual FYI magazine. FYI is one of two pieces that are sent to anyone requesting information Taylor for tourism or relocation.

1471 City of Taylor Main Street Program

Cost to HOT funds $5000	Membership includes listings for all six of Taylor's lodging providers on the State of Texas Travel & Tourism website – www.traveltx.com – on the THLA website, www.texaslodging.com and on www.tourtexas.com

HOT Fund Balance as of Dec. 31, 2019: **$14,912.89**

Q1 2019-20 Tourism Activities

This sheet provides data related to a portion of the tourism activities performed by the Greater Taylor Chamber of Commerce & Visitor Center under its administrative function of the HOT contract with the City of Taylor.

Taylor Visitor Guide

181+ visitor guides were distributed October-November Sites and manner of distribution include

- Visitor Center office
- Literature rack at Sirloin Stockade
- Mailed to individuals upon request
- Williamson County Exposition Center

Maps of City of Taylor and Williamson County

168+ maps of the City of Taylor and Williamson County produced by the Taylor Press were distributed via in-office visitors, literature rack at Sirloin Stockade and mailed to potential visitors and new residents.

Moody Museum brochures

137+ Moody Museum brochures produced by Friends of the Moody Museum were distributed via in-office visitors, literature rack at Sirloin Stockade and mailed to potential visitors and new residents

BBQ Trail brochures

11+ BBQ Trail brochures produced by the Elgin Chamber of Commerce were distributed via in-office visitors and mailed to potential visitors and new residents. These are reprinted every three years with participation by the Chambers involved. They are expected to be reprinted in 2020.

Q1 2019-2020 HOT report

Tia Rae Stone, GTCCVC President

Q1 HOT funds expenditures

- $2000 Taylor Rodeo Assn (final 20% payment for July rodeo
- $ 50 Texas Hill Country Trail Region (for Moody Museum membership)
- $ 425 WilCo Exposition Center (for regional advertising in visitor guide)
- $5000 City of Taylor Main Street Program for Car Show promotions)

Q1 Tourism Activities

• 181+	20 Fun Things to do in Taylor Visitor Guide
• 168+	Maps of Taylor & Williamson County
• 137+	Moody Museum brochures
• 2	Relocation packets (IL & TX)
• 1	Tourism packet (TX)

Hotel Occupancy Tax income comparison

	2018	2019 Net	Gain/Loss
• September	5,866	8,607	$ 2,741
• October	6,639	7,965	$ 1,326
• November	7,276	5,607	$ 1,669

(Net gain of $2,397)

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☒ Streets/Infrastructure

☐ Quality of Life

☐ Economic Vitality

Agenda Item #: 10

Agenda Title: **Consider Authorizing the Construction Contract for the 2019 Infrastructure Bond – County Road (CR) 398 Waterline Repair and Bull Branch Wastewater Line Emergency Repair to Santa Clara Construction, Ltd.**

Council Action to be taken: Authorize construction contract

Department Submitted: Public Works

Staff Contact: Jim Gray, Public Works Director

1. PURPOSE/DESCRIPTION

This item refers to a bid proposal from Santa Clara Construction, Ltd., requested by City staff, for constructing needed emergency repairs to a 24-inch potable water line and 18-inch sewer line.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

- March 14, 2019 – 2019 Infrastructure Bond for pipeline repairs for trouble areas.
- November 14, 2019 City Council meeting – Council voted to approve the proposal from HDR Engineering for the water and wastewater line emergency repair and authorized the City Manager to enter into a contract with HDR Engineering to perform the engineering work.

3. STAFF ANALYSIS (How and Why)

A 24-inch potable waterline in a drainage channel south of CR 398 and an 18-inch sewer line in Bull Branch Creek near the animal shelter have been exposed and deflected in the waterways and are at risk for failure. The failure risk elevates the repair to an emergency status. The repairs will restore the pipeline integrity and remove the failure risk. The City contacted five contractors. Three contractors could not respond because of scheduling difficulties. We had one tell us they could not come close to the engineers estimate. Santa Clara responded. Their total base bid proposal for constructing the repairs is $398,425.65. Santa Clara's total base bid including alternate bid items, which are recommended to be included in the construction contract, is $424,925.65

A previously prepared conceptual Opinion of Probable Construction Cost (OPCC) for the waterline and wastewater line repairs was $233,400. The construction bid proposal is higher than the conceptual OPCC due primarily to the complexities of constructing the improvements in the drainage ways. Santa Clara can begin work within a week of the bid authorization.

4. RECOMMENDATION

Recommend approval of the bid proposal with alternate bid items in the amount of $424,925.65 from Santa Clara Construction, Ltd. for the 2019 Infrastructure Bond – County Road (CR) 398 Waterline Repair and Bull Branch Wastewater Line Emergency Repair for constructing the repairs and authorization of the City Manager to enter into a contract with Santa Clara Construction, Ltd. to perform the work.

5. FUNDING SOURCE

2019 Infrastructure Bond for pipeline repairs for trouble areas. The bond fund had $550,000 designated for trouble areas.

6. TIMELINE

Construction Contract Execution: Approximately 1 week from authorization.
Construction Contract Duration: 90 days to substantial completion
Anticipated Task Durations: Sewer line repair – approximately 4 to 5 weeks; waterline repair approximately 2 to 3 weeks

7. OTHER OPTIONS (In order of preference)

Advertise the project for competitive bid – this will further delay the emergency repairs and is not recommended.

8. ATTACHMENTS

10a. Recommendation to Award Construction Contract from HDR for Santa Clara Construction, LTD.; includes Santa Clara's bid proposal as an attachment
10b. County Road (CR) 398 Waterline Repair and Bull Branch Wastewater Line Emergency Repairs PowerPoint

January 29, 2020

Mr. Brian LaBorde
City Manager
City of Taylor
400 Porter Street,
Taylor, TX 76574

Via email: Brian.Laborde@taylortx.gov

RE: CR 398 Waterline and Bull Branch Sewer Line Emergency Repairs – Recommendation to Award Construction Contract

Dear Mr. Laborde,

On January 28, 2020 Santa Clara Construction, Ltd., who was the only available and responsive contractor contacted for the work, submitted a bid proposal for the above referenced project. Santa Clara's proposal to complete the water and sewer line repairs, including base and alternate bid items, is for a total of $424,925.65. A copy of the bid proposal is attached for reference.

The bid for the sewer line is higher than anticipated and the waterline bid is close to the budgeted amount. Despite the higher costs, the condition of the water and sewer line pose failure risks and we recommend repairing both the water and sewer lines.

Based on the information presented, HDR recommends the City of Taylor accept the bid proposal of Santa Clara Construction, Ltd. in the amount of $424,925.65 and move forward with executing the Construction Contract. HDR will prepare the Contract for signature upon the City's concurrence.

Sincerely,
HDR Engineering, Inc.

Troy St. Tours, PE

Cc: Jim Gray, City of Taylor Public Works Director
Jacob Walker, PE,

ENCLOSURE: Santa Clara Construction Bid Proposal

BID FORM (REVISED AD-01)

FOR CONSTRUCTION CONTRACT

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 1—OWNER AND BIDDER

1.01 This Bid is submitted to: Jim Gray, City of Taylor Public Works Director and Anthony Paddock, City of Taylor Utility Superintendent

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

A. Required Bid security;
B. List of Proposed Subcontractors;
C. List of Proposed Suppliers;
D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;
E. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;
F. Required Bidder Qualification Statement with supporting data; and

ARTICLE 3—BASIS OF BID—UNIT PRICES

3.01 *Unit Price Bids*

A. Bidder will perform the following Work at the indicated unit prices:

1. Bull Branch Wastewater Line Repair

a. Base Bid:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
1	Mobilization (5%)	LS	1	$ 14,722.65	$ 14,722.65
2	Traffic Control	LS	1	$ 1.00	$ 1.00
3	Erosion Control & Sedimentation Measures	LS	1	$ 1,000.00	$ 1,000.00
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Amount**
4	Trench Evacuation & Safety Protection	LF	82	$ 25.00	$ 2,050.00
5	Coffer Dam and Stream Bypass	DAY	30	$ 400.00	$ 12,000.00
6	Demolition of Existing Pipe	LS	1	$ 5,000.00	$ 5,000.00
7	30" Steel Casing with 18" PVC Carrier Pipe and Restrained Joint Casing Spacers	LF	57	$ 1,446.00	$ 82,422.00
8	5 FT Diameter Doghouse Manhole with 4 FT diameter Riser and Manhole Frame and Lid	EA	1	$ 11,000.00	$ 11,000.00
9	18" PVC Gravity Sewer Pipe	LF	82	$ 350.00	$ 28,700.00
10	(4' Wide Reinforced Pipe Support as shown on Drawings)	LF	52	$ 1,890.00	$ 98,280.00
~~11~~	~~Galvanized Structural Pipe Support (Attach Pipe to Concr~~	~~EA~~	~~3~~	$ -	$ -
11	Rip Rap	CY	20	$ 200.00	$ 4,000.00
12	Concrete Path Demolition and Replacement	SF	200	$ 10.00	$ 2,000.00
13	Connection to existing Sewer Line	EA	2	$ 5,000.00	$ 10,000.00
14	Bypass Pumping	DAY	15	$ 2,200.00	$ 33,000.00
15	Site Restoration	LS	1	$ 5,000.00	$ 5,000.00
Total Base Bid					$ 309,175.65
b. Alternate Bid Items:					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Amount**
1	Stabilized Construction Entrance	EA	2	$ 2,000.00	$ 4,000.00
2	Second Year Warranty Bond	LS	1	$ 2,000.00	$ 2,000.00
3	Steel Casing Interior Coating	LS	1	$ 3,500.00	$ 3,500.00
4	Stabilization of Gravity Sewer Line with Bull Rock, if required, and Removal of Bull Rock at end of project.	LS	1	$ 2,000.00	$ 2,000.00
Total Alternate Bid Items					$ 11,500.00
Total Base Bid plus Alternate Bid Items					$ 320,675.65

2. CR398 Waterline Repair

a. Base Bid:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
1	Mobilization (5%)	LS	1	$ 4,250.00	$ 4,250.00
2	Traffic Control	LS	1	$ 2,000.00	$ 2,000.00
3	Erosion Control & Sedimentation Measures	LS	1	$ 1,000.00	$ 1,000.00
4	Construction Entrance	EA	1	$ 2,000.00	$ 2,000.00
5	Site Restoration	LS	1	$ 5,000.00	$ 5,000.00
6	Excavation and Fill	CY	20	$ 150.00	$ 3,000.00
7	Trench Excavation, Safety Protection	LS	1	$ 2,000.00	$ 2,000.00
8	Removal of Concrete and Debris from Pipe; Leave in Channel downstream of concrete cap	LS	1	$ 2,000.00	$ 2,000.00
9	Remove Deflection in Existing Pipe	LS	1	$ 36,000.00	$ 36,000.00
10	Recoat exposed line w/Coal Tar Epoxy and polywrap	LS	1	$ 4,000.00	$ 4,000.00
11	Restraint Harness	EA	3	$ 2,500.00	$ 7,500.00
12	~~24" Diam. x 30' Long Reinforced Concrete Auger Cast Piers~~ (8" Thick Reinforced Concrete Cap)	CY	15	$ 500.00	$ 7,500.00
~~13~~	~~Galvanized Structural Pipe Support (Attach Pipe to Concr~~	~~EA~~	~~3~~	$ -	$ -
13	RIP RAP	CY	65	$ 200.00	$ 13,000.00
Total Base Bid					$ 89,250.00

b. Alternate Bid Items:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
1	Second Year Maintenance Bond	LS	1	$ 1,000.00	$ 1,000.00
2	Dismantle 24 IN Waterline as required. Install new Gaskets. Flush, swab and disinfect 1,000 LF of 24 IN Ductile Iron Waterline per TCEQ. Dispose of water used to flush and disinfect, per TCEQ.	LS	1	$ 14,000.00	$ 14,000.00
Total Alternate Bid Items					$ 15,000.00
Total Base Bid plus Alternate Bid Items					$ 104,250.00

B. Bidder acknowledges that:

1. each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and

2. the estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

3.02 *Total Bid Price plus Alternate Bid Items:*

Total Bid Price includes CR398 Wasterline Repair and Bull Branch Waterline Repair plus, respective alternate bid items	$ 424,925.65

Four Hundred Twenty Four Thousand Nine Hundred Twenty Five Dollars And Sixty Five Cents

(use words)

ARTICLE 4—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

4.01 Bid Acceptance Period

A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

4.02 Instructions to Bidders

A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

4.03 Receipt of Addenda

A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date
Andendum #1	1/21/2020

ARTICLE 5—BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

5.01 Bidder's Representations

A. In submitting this Bid, Bidder represents the following:

1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.

2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.

4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.

6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.

7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.

9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

5.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

3. Bidder has not solicited or induced any individual or entity to refrain from bidding.

4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:

   a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
   b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
   c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
   d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

BIDDER hereby submits this Bid as set forth above:

Bidder: Santa Clara Construction, Ltd.,

(typed or printed name of organization)

By:

(individual's signature)

Name: Michael S. Heyl

(typed or printed)

Title: President

(typed or printed)

Date: 1/28/2020

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:

(individual's signature)

Name:

(typed or printed)

Title:

(typed or printed)

Date:

(typed or printed)

Bidder's Address for giving notices:

Bidder's Contact Person:

Name: Michael S. Heyl

(typed or printed)

Title: President

(typed or printed)

Phone: (512) 250-8310

Email: mike.heyl@sccaustin.com

Address:

8911 Anderson Mill Rd, Suite 201

Austin TX 78750

Bidder's Contractor License No.: (if applicable) ____________

County Road (CR) 398 Waterline and Bull Branch Wastewater Line Emergency Repairs

<u>CR 398 Waterline</u>

Current Condition:

- Exposed pipe
- Deflected joints
- Risk of failure & potable wate loss

Repair Plan:

- Remove concrete cap and debris
- Remove pipe deflection
- Install pier supports and pipe restraints
- Install rip rap and concrete cap for pipe protection

County Road (CR) 398 Waterline and Bull Branch Wastewater Line Emergency Repairs

<u>Bull Branch Wastewater Line</u>

Current Condition:

- Exposed pipe
- Deflected joints
- Risk of failure & sewage discharge

Repair Plan:

- Install new manhole
- Install concrete support structure and culverts
- Remove existing pipe and install new restrained pipe

County Road (CR) 398 Waterline and Bull Branch Wastewater Line Emergency Repairs

Santa Clara Construction, Ltd. Bid Proposal	Cost
Sewer Line Repair – Base Bid	$309,175.65
Sewer Line Repair – Alternate Bid Items	$11,500
Water Line Repair – Base Bid	$89,250
Water Line Repair – Alternate Bid Items	$15,000
Total	$424,925.65

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR
☐ Streets/Infrastructure
☒ Quality of Life
☐ Economic Vitality

Agenda Item #: 11

Agenda Title: **Consider proposal from SEC Planning For design services.**

Council Action to be taken: Consider approval of the SEC Planning proposal.

Department Submitted: Parks and Recreation

Staff Contact: Larry Foos, Director of Parks and Recreation

1. PURPOSE/DESCRIPTION

The purpose of this item is to seek council approval for design services from SEC Planning for the Taylor Regional Park (TRP)/Doak Street project. The project will include upgrades and improvements to TRP to include additional soccer fields, batting cages, shade structures, trails and a fishing pier. The project will also include renovation of the existing football field at TRP for soccer usage. In addition to the TRP improvements, the project will include a playground at the ball fields on Doak Street.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

A past review of the amenities at TRP illustrated a need for additional athletic fields for the growing soccer program. The improvements represented multiple priorities listed in the 2016 Parks Master Plan. The batting cages were a top request from those participating in our tournaments and will add to our appeal for hosting future tournaments.

In September of 2017, City Council approved the application of a Texas Parks and Wildlife Outdoor Recreation Grant for TRP/Doak Street improvements.

In October of 2017, the City of Taylor entered into a development agreement with Valero. As part of the agreement, Valero agreed to provide $500,000 for one or more quality of life projects.

In September of 2019, City Council approved a list of projects and gave staff direction on what projects to complete. Included in this list were the TRP/Doak improvements.

In January of 2020, City Council received an update on a list of Valero Quality of Life projects to include $200k in funding for the TRP/Doak improvements.

3. STAFF ANALYSIS (How and Why)

The agreement with SEC Planning will include the following scope of work:

- Design Development
- Construction Documents
- Contract Administration

Additional meetings anticipated include the following:

- Pre bid meeting
- Parks Board meeting
- City Council meeting
- Construction Contract bid opening

4. RECOMMENDATION

Approve the agreement for design services from SEC Planning.

5. FUNDING SOURCE

Proceeds from a Previous Certificate of Obligation Issuance

Basic Services

Design Development	$18,000.00
Construction Documents	$49,500.00
Contract Administration	$17,500.00
Reimbursables	$500.00
	$85,500.00

6. TIMELINE

Consultant is in the process of developing a timeline for implementing the projects.

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

11a. Agreement
11b. Power Point presentation

PROPOSAL/AGREEMENT

for

LANDSCAPE ARCHITECTURAL DESIGN SERVICES

BETWEEN

CITY OF TAYLOR
400 PORTER STREET
TAYLOR, TEXAS 76574
(hereinafter called the Client)

and

SEC PLANNING, LLC
4201 W. PARMER LANE
BUILDING A, SUITE 220
AUSTIN, TEXAS 78727
(hereinafter called the Consultant)

for

CITY OF TAYLOR
TAYLOR REGIONAL PARK EXPANSION
(hereinafter called the Project)

TAYL-190151

NOVEMBER 20, 2019
REVISED: DECEMBER 18, 2019
REVISED: JANUARY 9, 2020
REVISED: JANUARY 24, 2020

PREPARED BY:
MARK BAKER, ASLA
PRINCIPAL

Agreement for Professional Landscape Architectural Design Services
Job No. TAYL-190151

The Consultant will provide Landscape Architectural Services required for the Project as outlined below:

I. Basic Services

A. Design Development

Based on the park program improvements provided by the Client, the Consultant will prepare drawings required to illustrate and describe the size and character of the park expansion elements.

The drawings will more specifically address, but will not be limited to:

1. Addition of two separate batting cage areas. Consultant will provide layout and preliminary material selections for review and discussion with the Client.
2. Addition of two new soccer fields on the north side of the park. Consultant will illustrate field size and configuration as well as conceptual layout of sidewalk access.
3. Addition of shade structures adjacent to the concession stands. Consultant will provide layout, material suggestions and preliminary cost estimates for the shade canopies.
4. Addition of a fishing pier.
5. Addition of playground at Doak Fields and associated protective netting.
6. Addition of native plant area and associated interpretive signage.

Plans and elevations will be prepared to illustrate the designs. A preliminary opinion of construction cost will accompany the illustrations to ensure that the designs fit the Project budget. The plans will be presented to the Client at a time to be determined. Up to **two (2)** meetings are anticipated during this phase of the Project.

While the plans will be of a detailed nature, they are intended to be used as a design guide by the Client and not as final construction documents.

Fee……………………………………………………..…………………………......$18,000.00

B. Construction Documents

Based on the approved Design Development drawings, the Consultant will prepare final construction drawings and specifications, which set forth in detail the requirements for construction of the landscape architectural items. Specifically, the Consultant will:

1. Prepare drawings necessary to establish size, shape, dimensions and capacity of the work and complement drawings with specifications, which describe materials, systems and equipment, workmanship, quality and performance criteria required for the construction of the work.

Drawings will include:

a. Hardscape Layout for walks, batting cages, fishing pier, playground, shade structures
b. Grading Layout for Proposed Elements
c. Dimension Control Layout
d. Hardscape Details
e. Planting Plans
f. Sign layout and details for site signage
g. Structural design drawings for fishing pier (Consultant will employ sub consultant for structural engineering services)
h. Electrical design drawing for lighting at fishing pier

Consultant shall include a preliminary estimate of construction cost with the construction drawings.

2. Coordinate construction drawings and specifications with other consultants as needed.

3. Attend progress meetings every 2 weeks for a maximum of 12 meetings

*The following are **not included** under the terms of this Agreement:*

1. *Permit processing;*

2. *Detail drawings or specifications for mechanical, plumbing or electrical;*

3. *Irrigation design services (this can be provided by the contractor. However, if requested, an amendment to this Contract can be provided for the preparation of full irrigation plans.)*

Fee………………………………………………………………………...…………$49,500.00

C. Contract Administration

Upon request and preauthorization by the Client, the Consultant will provide Contract Administration for Construction Documents prepared by the Consultant. If Contract Administration services are performed by the Consultant, the Client will compensate the Consultant as on an hourly basis plus travel expenses.

Contract Administration services will include:

1. Assist the Client, or Client's Representative, in obtaining bids for construction based on the issued Construction Documents.

2. Coordination and processing of Texas Accessibility Standards (TAS) project registration as required by the State of Texas.

3. Up to **five (5)** job site visits by the Consultant during construction to become familiar with the progress and quality of the contractors' work and to determine if the work is progressing, in general, in accordance with the Construction Documents.

    a. The Client has not retained the Consultant to make detailed inspections or to provide exhaustive or continuous Project review and observation services. The Consultant does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the Project. Consultant shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by contractor(s) or the safety precautions and programs incident to the work of contractor(s).

4. Coordination of written communication to the Client related to the construction progress, including:

    a. Submittals, including requests for information, shop drawings, product data and samples.

    b. Necessary change orders to define work to be added, deleted or modified.

    c. Application review for payment from contractor.

    d. Progress memorandums to Client.

5. Assisting the Client in conducting final observation of construction items for conformity with Construction Documents and determining whether the list of items submitted by the contractor has been completed or needs to be corrected prior to final acceptance.

6. Additional meetings anticipated include the following:

    a. Pre bid meeting
    b. Parks Board meeting
    c. City Council meeting
    d. Construction Contract bid opening

Based on the unpredictability of the Contract Administration Phase, the Consultant is unable to specify an exact fee for Phase completion. Based on the known Project demands as of the date of this Agreement, we estimate services to meet the Fee below. The Consultant will perform Contract Administration services under the terms of this Agreement as the Project demands, and time will be billed on an hourly basis in accordance with the Rate Schedule below. Once the Fee limit has been met and upon authorization to proceed by the Client, the Consultant will bill additional hours as Additional Services, or if requested, the Consultant will prepare an amendment to this Agreement for the additional work.

Fee……………………………………………………………………..…………$17,500.00

D. Reimbursable Expenses

Reimbursable Expenses include expenses incurred by the Consultant in the interest of the Project. Reimbursable items under this Agreement shall include necessary mailings and deliveries, plots and copies for reports and exhibits, mileage, travel and airline expenses, penalties, change or cancellation fees. Any additional reimbursable items not described above will be reviewed and approved by the Client prior to being incurred.

- *Permit, application fees and related expenses are **not included** in Basic Services outlined in this Agreement. Such fees and expenses will be billed as incurred in addition to Basic Services as additional expenses.*

Fee………………………………………………………………………………...………..$500.00

II. Fee Schedule

Based on our understanding of the aforementioned scope of services for the Project, we estimate the following fees will be required to accomplish the tasks. This contract will be administered on an hourly basis, not to exceed the amounts listed below without prior authorization by the Client. The Client shall compensate the Consultant as follows for the Basic Services outlined herein:

A. Basic Services

Design Development	$18,000.00
Construction Documents	$49,500.00
Contract Administration	$17,500.00
Reimbursables	$500.00
	$85,500.00

B. Rate Schedule

Principal	$150.00 per hour
Director	$135.00 per hour
Senior Project Manager	$120.00 per hour
Project Manager	$110.00 per hour
Staff Planner/Landscape Architect II	$95.00 per hour
Staff Planner/Landscape Architect I	$85.00 per hour
Administrative	$65.00 per hour

C. Payment Terms

All work will be invoiced on a monthly basis. All invoices shall be paid within 30 days of the invoice date. All outstanding invoices greater than 30 days shall have 1.5% interest compounded monthly added to the invoice.

D. Statement of Jurisdiction

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as landscape architects in Texas. The Texas Board of Architectural Examiners may be contacted by post at 333 Guadalupe, Suite 2-350, Austin, Texas 78701, by phone at (512) 305-9000 or fax (512) 305-8900.

III. **Outside Consultants**

Consultant will be responsible only for its own work and not for defects in the work designed or built by others, including without limitation Client's contractor or other consultants. The Consultant is not responsible for accuracy of any plans, surveys or information of any type, including electronic media prepared by any other consultants provided to Consultant for use in preparation of plans. To the extent that Consultant is relying upon documentation supplied to it by Client or the Client's consultants, it shall be entitled to rely upon the accuracy of those documents in preparing its drawings. Likewise, Consultant is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be completed under this contract unless indicated in the Scope of Work (Basic Services) listed in the Agreement.

IV. **Standard of Care**

Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

The services provided by Consultant are purely professional services, the essence of which is the providing of advice, judgment, opinion, or similar professional skill. Consultant is entering into this Agreement for the exclusive benefit of the Client. In performing these services, Consultant does not make any warranties, either express or implied, as to the quality of its services or of its drawings.

V. **Contractor's Responsibilities**

Neither the professional activities of Consultant, nor the presence of Consultant's employees and sub-consultants at a construction site, shall relieve the general contractor and its subcontractors of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Consultant shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work, nor shall the Consultant be responsible for the contractor's failure to perform the Work in accordance with the requirements of the Contract Documents.

Consultant and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Client agrees that the general contractor is solely responsible for job site safety and warrants that this intent shall be made evident in the Client's agreement with the general contractor.

If the Consultant's scope of work includes site visits, the purpose of such site visits is to look for general compliance with the design intent during the construction phase. Consultant will not make continuous or exhaustive inspections of the quality or quantity of the work performed by Client's contractor; such inspections are the responsibility of others, typically that of the contractor or a third-party building inspection service. The Consultant does not control or direct the Client's contractor, subcontractors, or other consultants, and assumes no responsibility for locating defects, errors, or omissions in construction or deviations from the Construction Documents.

VI. Ownership of Instruments of Service

All drawings, reports, plans, specifications, field data, field notes, calculations, electronic media, estimates and other documents prepared by Consultant for this Project are the Consultant's Instruments of Service for use solely with respect to this Project. Consultant shall be deemed the author or creator of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright. By execution of this Agreement, the Consultant grants to the Client a limited, nonexclusive license to use the Instruments of Service for purposes of constructing, using, and maintaining the Project, provided that the Client substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. Upon completion of the services and payment in full of all monies due to the Consultant, Client may retain copies of all such documents. Such documents are not intended or represented to be suitable for reuse on extensions of the Project or on any other project. IN THE EVENT THE CLIENT USES THE INSTRUMENTS OF SERVICE WITHOUT RETAINING THE AUTHOR OF THE INSTRUMENTS OF SERVICE, THE CLIENT RELEASES THE CONSULTANT FROM ALL CLAIMS AND CAUSES OF ACTION ARISING FROM SUCH USES.

Consultant shall retain records for a period of at least five (5) years following completion/submission of the Instruments of Service, during which period they will be made available to the Client at all reasonable times.

VII. Failure to Abide by Design Documents or to Obtain Guidance

The Client agrees that it would be unfair to hold Consultant liable for problems that might occur should Consultant's Instruments of Service and/or recommendations not be followed. THEREFORE THE CLIENT RELEASES CONSULTANT FROM ALL CLAIMS ARISING FROM THE FAILURE TO FOLLOW CONSULTANT'S INSTRUMENTS OF SERVICE.

VIII. Design Information in Electronic Form

If documents or other Instruments of Service are provided by Consultant in electronic media, such as CAD files or via e-mail, the Client agrees that this is solely as a convenience and is for the limited purpose of serving as a reference in connection with the occupancy and maintenance of the Project. Consultant makes no representation or warranty regarding the accuracy, completeness, or readability of information contained in the electronic media files.

IX. Dispute Resolution

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Consultant and Client agree that, unless the parties agree otherwise, all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation as a condition precedent to binding dispute resolution.

This Agreement shall be construed under and in accordance with the laws of the State of Texas. Any claim, dispute or other matter in question arising out of or related to this Agreement and/or the services provided by Consultant shall be subject to litigation in Williamson County, Texas.

In the event of any arbitration or litigation arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees and other related expenses.

The parties intend that Consultant's services shall not subject Consultant's individual employees, officers, or directors to any personal legal exposure. Therefore, notwithstanding anything in this Agreement to the contrary, Client agrees that as its sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Consultant, a Texas limited liability company, and not against any of its employees, officers, or directors.

X. <u>Hazardous Materials</u>

It is acknowledged by both parties that Consultant's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event Consultant or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the Project job site or any adjacent areas that may affect the performance of Consultant's services, Consultant may, at its option and without liability for consequential or any other damages, suspend performance of services on the Project until the Client retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrant that the job site is in full compliance with applicable laws and regulations.

XI. <u>Inclement Weather</u>

In the event of a substantial weather system effecting the completion of the Project, Consultant retains the right to renegotiate additional fees to cover time needed to complete the Project. Substantial weather conditions include but not limited to extensive rain, high winds, snow, and ice.

XII. <u>Time Limit and Termination of the Agreement</u>

This Agreement must be executed within thirty (30) days of the date tendered by the Consultant to be accepted under the terms set forth herein. If the Agreement is not executed by Client within thirty (30) days of the date tendered by Consultant, it shall become invalid unless: (1) Consultant extends the time in writing; or (2) at the sole option of Consultant, Consultant accepts Client's oral authorization to proceed with the services, in which event the terms of the oral authorization shall be presumed to include all the terms of this Agreement.

Either Client or Consultant may terminate the Agreement upon ten (10) days' written notice to the other Party for convenience and without cause, in which event Client shall pay Consultant for all services rendered and reimbursable expenses incurred before termination, including any sub-consultant fees and expenses.

XIII. <u>Client's Budget</u>

Evaluations of the Client's budget, preliminary estimate of project cost and detailed estimate of project cost, if any, prepared by Consultant, represent Consultant's best judgment as a design professional. It is recognized, however, that neither Consultant nor the Client has control over the cost of labor, materials, furniture, fixtures, or equipment, over the contractor's methods of determining bid prices, or over competitive bidding, market, or negotiating conditions. Accordingly, Consultant cannot, and does not, warrant or represent that bids or negotiated prices will not vary from Client's budget or from any estimate of project cost or evaluation prepared or agreed to by Consultant.

XIV. <u>Permits</u>

If specified in the Agreement, or by Amendment, Consultant may provide Client with assistance in securing permits and/or approvals from governmental entities and other regulatory authorities having jurisdiction over the Project. However, Consultant does not, and cannot, guarantee, warrant, or represent that any entity having authority over the Project will grant approvals or issue permits.

XV. <u>Entire Agreement</u>

This Agreement contains the entire agreement between Consultant and Client and supersedes and controls over all prior written or oral understandings. No oral statements or prior written matter shall be of any force or effect. The Agreement may be modified only by written document executed by both parties. Except as otherwise agreed, neither party shall assign, sublet, or transfer its interest in the Agreement without the written consent of the other.

XVI. Severability

If any provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction or other applicable authority, that provision shall be struck, and the remaining provisions shall remain valid and binding upon the Parties.

XVII. Approval and Acceptance

We sincerely appreciate this opportunity to offer our services. If this Agreement merits your approval, please sign below. Retain a copy for your files and return one to our office so that we can begin working on the Project.

This Agreement is approved and accepted by the Client and Consultant upon both parties' signing and dating the Agreement. The effective date of the Agreement shall be the last date entered below.

SEC Planning, LLC
a Texas limited liability company

Mark Baker, ASLA
Principal

Mark Baker
Signature

January 24, 2020
Date

City of Taylor

Authorized Representative
(Print name and title)

Signature

Date

EXHIBIT A
BASIC SERVICES ATTACHMENT

The scope of this proposal includes the following additions/improvements to the City of Taylor Regional Park.

1. Addition of two separate batting cage areas. Consultant will provide layout and preliminary material selections for review and discussion with the Client.

2. Addition of two new soccer fields on the north side of the park. Consultant will illustrate field size and configuration as well as conceptual layout of sidewalk access.

3. Addition of shade structures adjacent to the concession stands. Consultant will provide layout, material suggestions and preliminary cost estimates for the shade canopies.

4. Addition of a fishing pier with lighting.

5. Addition of playground at Doak Fields and associated protective netting.

6. Addition of native plant area and associated interpretive signage.

Consider Proposal from SEC Planning for design services

February 13, 2020

Master Plan Priority List - 2016

Outdoor Recreation Priority List	
1)	Walking/Jogging/Biking Trails
2)	Shade Structures
3)	Playgrounds/Playscapes
4)	Pool improvements
5)	Water Activity Features (Splash Pad)
6)	Benches/Picnic Tables/Grills
7)	Dog Park
8)	Disc Golf Course
9)	Soccer Fields
10)	Adult Athletic Fields
11)	Tennis Court Improvements

Additional Outdoor Priority Amenities
Play Amenities for Children with Special Needs
Batting cages
Pavilions
Additional Park Lighting
Drinking fountains
Native landscaping
Signage (trail and educational)


Proposed Soccer Fields (2)
New trail to Soccer Fields
New trail with Native Plants/Signage
Playground Picnic Tables/ Shade Structures
Field Renovation Soccer access
Fishing Pier
Land Acquisition
Battting Cages
Picnic Area
Picnic Area
Batting Cages

Scope of Work

Scope of Work

- Design Development
- Construction Documents
- Contract Administration
- Pre-bid meeting
- Parks Board meeting
- City Council meeting
- Construction Contract bid opening

Funding

- Funded from a previous C.O. issuance.

Basic Services

Design Development	$18,000.00
Construction Documents	$49,000.00
Contract Administration	$17,500.00
Reimbursables	$ 500.00
	$85,500.00

Recommendation

Approve the agreement for design services from SEC Planning

Questions?

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☒ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

Agenda Item #: 12

Agenda Title: **Consider authorizing the City Manager to execute contracts for consulting services for the Comprehensive Plan and Impact Fee Study.**

Council Action to be taken: Authorize City Manager to execute contracts

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

The purpose of this item is to authorize the city manager to execute contracts with consulting firms to prepare the Comprehensive Plan and Impact Fee Study.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

Council included funding in the FY 19-20 budget for an update to the Comprehensive Plan and Impact Fee Study. Staff solicited qualifications from consulting firms for the project and received seven submittals. After reviewing the submittals, staff selected three firms to interview. Following the interviews, staff is recommending that two of the firms be engaged to complete the project.

3. STAFF ANALYSIS (How and Why)

The Comprehensive Plan was last prepared in 2004 and the Impact Fees were last reviewed in 2012 and 2014. Based upon projected growth it is time to update these plans and studies.

After reviewing the qualifications of the firms who submitted responses to the City's request for qualifications and after conducting interviews with the three finalist firms, staff has determined that it is in the City's best interest to engage two of the firms to complete the project, Lionheart and Verdunity.

After negotiations with the two firms, staff is presenting a contract with Lionheart for fiscal year 2019-2020 in the amount of $174,990 plus expenses. This amount does not include the completion of the impact fee studies which staff is recommending to include in the FY 2020-2021 budget in the amount of $57,972. The contract with Verdunity for fiscal year 2019-2020 is in the amount of $80,000.

4. RECOMMENDATION

Staff recommends that Council authorize the city manager to execute contracts with Lionheart and Verdunity for the preparation of the comprehensive plan and impact fee studies. The contract with Lionheart is in the amount of $174,990 plus reimbursable expenses estimated at $5,000 for FY 2019-2020 with an additional $57,972 to be included in the FY 2020-2021 budget for the completion of the impact fee studies. The contract with Verdunity is in the amount of $80,000 inclusive of expenses for FY 2019-2020.

5. FUNDING SOURCE

FY 2019-2020
100-522-539 - $104,990 (an increase of $4,990 over current budget)
200-631-539 - $30,000
345-592-539 - $125,000

PROPOSED FY 2020-2021
200-631-539 - $29,036
345-592-539 - $28,936

6. TIMELINE

Upon execution of the contract staff will hold a project kickoff meeting with the consultants. The comprehensive plan is anticipated to take twelve months to complete with the impact fee studies commencing toward the end of that process and taking four to six months to complete.

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

12a. Lionheart contract, scope and fee
12b. Verdunity contract, scope and fee

LIONHEART

January 20, 2019

Tom Yantis, AICP
Assistant City Manager/
Director of Development Services
City of Taylor
400 Porter Street
Taylor, Texas 76574
tom.yantis@taylortx.gov

Re: Proposal for Comprehensive Plan, Transportation Plan and Impact Fees

Dear Tom,

Thank you for selecting the Lionheart and HDR team to update the City of Taylor's Comprehensive Plan, Transportation Plan, and Impact Fees. We have enjoyed working with your community over the years and look forward to expanding the dialogue from the downtown out to the ETJ. We have developed a six phase process where phases will likely proceed in a parallel path to conclude the work in 12-18 months.

Scope

Phase 1. Project Kick Off

Project Management Plan (PMP)
At Lionheart, our culture of planning and design excellence separates us from our competitors. We accomplish this by seamlessly integrating project management and quality of content and design. We are students of PSMJ Project Management Bootcamp and when incorporated into the comprehensive plan, best practices learned there serve as the framework for achieving success.

We begin our planning process by identifying your vision and critical success factors for the comprehensive plan. These are the elements that must occur for the project to be a success in your eyes. These are then put into a PMP that will guide the remainder of the project. A draft of the PMP will be discussed at the first meeting (sometimes called a Strategic Kick-off and sometimes Workshop 1) attended by the entire team. The PMP includes the following set of project management tools:

- Vision and Critical Success Factors
- Detailed Work Plan (with tasks, resources, and milestones)
- Roles and Responsibilities
- Quality Management Plan
- Communication Plan
- Client Care Plan
- Document Standards

- Risk/Change Management Plan

Stakeholder Engagement Strategy (SES)

Clients do not want their comprehensive plans sitting on the shelf. Essential to delivering on this objective is a collaborative effort between our team and the individuals we work with, including clients, team, and stakeholders. We presume that the contracting agency is looking for a visioning process that engages the stakeholders, builds consensus, aligns expectations, and minimizes future misunderstandings.

Lionheart's implementation focus requires that risks are addressed head on and mitigated early. The first, and greatest, risk to any vision is that the stakeholders do not see the challenge, do not understand the issues, do not feel heard and cannot support the outcome. A heightened level of complexity, limited availability of funds and competing interests have all led to the need to create plans that are respectful and representative of the communities they impact. That is why it is essential to map out the stakeholder engagement process from the very beginning with a Stakeholder Engagement Strategy (SES). We begin by identifying the stakeholders on the International Association of Public Participation Spectrum (iap2) – those stakeholders that simply want informed on one end, those that need empowered to make sound decisions on the other end.

Once the stakeholders are identified, the SES will lay out a plan that outlines the types of engagement touchpoints, meetings, outreach methods and facilitation exercises. The plan will be unique for the project's needs, and could include any combination of online, in-person and facilitation exercise techniques.

Workshop 1: Kick Off and Project Goal Definition

Workshop 1 will include a brief overview of the process to develop the Comprehensive Plan, a presentation on Strong Towns and Verdunity's initial fiscal impact analysis for Taylor, and a guided discussion that will be the foundation of project goals. Each workshop includes a series of tasks and deliverables to ensure that outreach is widespread and that there are many ways people can plug into the process.

- One month prior to the event, Lionhearted will support the City with outreach materials. These will be published by the city with logistics information for stakeholders. This may include information for the project website, assumed to be housed on the city's website.
- Two weeks prior to event, Lionheart will hold a teleconference with the client to review the run-of-show. Also, Lionheart will support the City with text and graphics for reminders and more information about the objective and format of event.
- One week prior to event, hold an in-person meeting or teleconference with the Advisory Committee to review the run-of-show.
- Day of event, Lionheart will confirm that the on-line materials are available and on-line capture tools allow stakeholders to take part virtually in the meeting.
- At the event, Lionheart will lead the presentation and facilitate any engagement efforts.
- After the event, Lionheart will monitor the on-line materials and capture tools to ensure participation. Also, Lionheart will make meeting-in-a-box materials for the City to make available for stakeholder use at their own meetings.

- Within two weeks of the event, Lionheart will summarize the event and the input from all sources and support the City in publishing the feedback for transparency.

Specific Milestones for Phase 1 include the following:

1a. Create Draft Project Management Plan;
1b. Create Draft Stakeholder Engagement Strategy;
1c. Lead two teleconferences with the Client;
1d. Lead an in-person meeting with the Advisory Committee;
1e. Lead Workshop 1: Kick Off and Project Goal Definition;
1f. Provide on-line input capture tool using Qualtrics Survey Software;
1g. Refine the Project Management Plan; and
1h. Refine the Stakeholder Engagement Strategy.

Phase 2. Existing Conditions Analysis

Inventory and Analysis

Thorough understanding of existing information is essential to the accuracy of the plans and assumptions of the comprehensive plan. Lionheart takes the goals created during Phase 1 and selects a series of metrics for each. These metrics allow the team to focus analysis that will culminate into a baseline understanding of where Taylor is today, relative comparisons to other benchmarks, and a vision for its future growth, including strategic action items. The comprehensive plan will be based on the research performed and key stakeholder input. When appropriate, Lionheart will illustrate Taylor relative to its peers or competitors (to be determined in discussion with consultants, City and Advisory Committee). HDR's key role on the comprehensive plan will be the transportation and infrastructure analysis that will lead towards the Transportation Plan and the Impact Fees. Information from Verdunity's fiscal impact analysis of existing conditions will be included in the analysis. Lionheart will lead analysis on all other components of the plan.

Project Theme and Branding

During Phase 2, Lionheart will provide two options for document layout and theme. The client will pick one of them for use in the draft documents. We create the document in a variety of programs – Word, InDesign, Illustrator, etc. However, we will deliver that document to you as a PDF for ease of use. The document will be built in sections as the content is developed.

Specific Milestones for Phase 2 include the following:

2a. Obtain available GIS base maps and any other data from the City to be used to develop the Comprehensive Plan. Develop a GIS base map of the study area using shapefiles provided by the City of existing roadways, parks, parcels, locations of existing and proposed developments, and previously identified proposed transportation routes. Any clean-up or modifications to the City's existing GIS shapefiles will not be completed within this scope of work.
2b. Analyze Existing Conditions and Benchmarks and document in comprehensive plan draft.
    i. Summarize key takeaways from Verdunity's fiscal impact analysis of existing conditions.
    ii. Summarize inventory of vacant and underutilized properties.

iii. Create a community profile including history, location and general physical characteristics, demographic and population analysis, and projections, including impact from regional growth.

iv. Create a demographic profile to understand the market in Taylor; and, to determine changes occurring in the region. The demographic analysis will be based on US Census information and market research data including historical trends and future projections. The demographic characteristics that will be included: Population Density, Age Distribution, Households, Gender, Ethnicity, Household Income, Employment, Commuting Patterns and other similar items.

v. Using information from readily available sources such as the 2016 and 2018 Metrostudy Housing Market Studies, create a housing analysis which explores existing and potential housing types supportable by the market. We should not assume that housing demand is based upon what is currently selling in the market, because there are many products that do not exist that could have demand. We will look towards comparable communities to understand the market for housing types not yet found in Taylor. In addition, this task should review the availability of existing developed lots and parcels to accommodate new housing units and look at how already developed lots and parcels may be incrementally added to in order to create more housing units within the same land footprint.

vi. Review prior studies and existing plans including the 2017 *Taylor, Texas: A Vision for Future Development* (UTSA), 2015 *Taylor Downtown Master Plan*, 2004 Comprehensive Plan, 2004 Thoroughfare Plan, Capital Area Metropolitan Area 2040 Plan and Transportation Model, the current Capital Improvement Plan, and related Williamson County and TxDOT projects. Develop synopsis of transportation recommendations that should be included in the Comprehensive Plan update.

vii. Document existing traffic volumes on area roadways. An inventory / assessment of existing roadways, sidewalk and bicycle facilities will not be conducted.

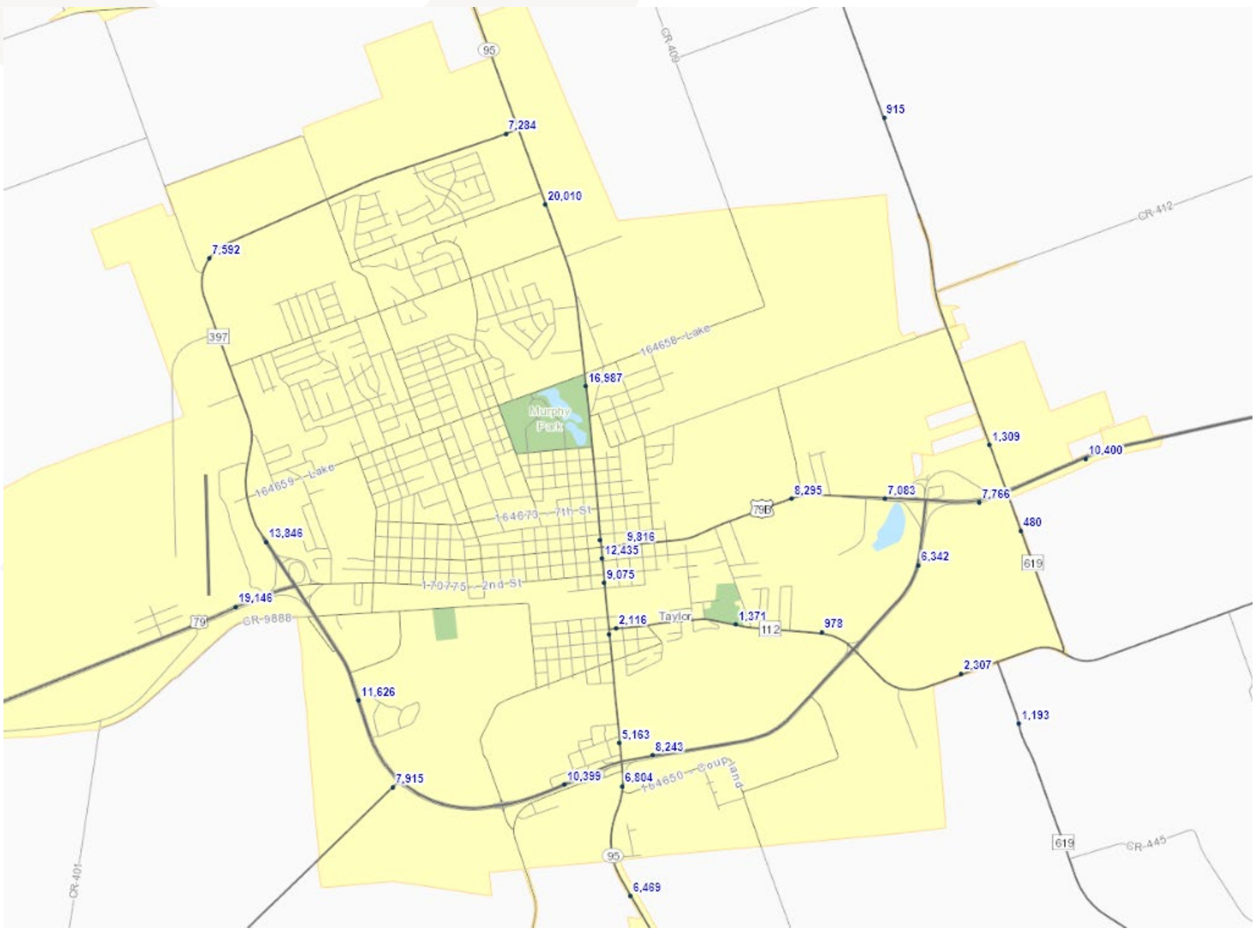
viii. Collect 24-Hour traffic volumes at ten (10) key locations to document existing traffic volumes. Locations with available TxDOT traffic count data will not be recounted. The following locations have been identified as locations on collector or arterial roadways without available TxDOT traffic count data. Locations may be adjusted by City or HDR with further discussions.

1. FM 973, west of US 79
2. CR 366, north of CR 397
3. Chandler Road, between CR 367 and FM 619
4. SH 95, north of Chandler Road
5. 2nd Street, west of Main Street
6. 4th Street, east of Main Street

7. CR 409, north of Lake Drive
8. Johnson Drive, west of Main Street
9. Mallard Lane, west of Main Street
10. Thorndale Road, east of Main Street

ix. TxDOT traffic counts will be utilized and the following locations (seen in the map below):

1. US 79
2. SH 95 / Main Street
3. FM 619
4. FM 112
5. FM 397



x. Review the existing CAMPO Travel Demand Model for accuracy and consistency with existing counts, reviewing Travel Demand Models previously calibrated for the City of Taylor during preparation of the 2004 Comprehensive Plan (if available).

xi. Evaluate future trip generation estimates based on the selected Future Land Use Map

xii. Develop future traffic volume projections along major corridors using a spreadsheet-based roadway analysis model customized for the City of Taylor, identifying and evaluating potential roadway improvements and new routes, to determine their impact in improving the future transportation system. 2030 and 2040 d traffic conditions will be developed. (Ten year horizon required for impact fee assessment.) Traffic volumes will be developed at the following roadways:
    1. US 79
    2. SH 95 / Main Street
    3. FM 619
    4. FM 112
    5. FM 397
    6. FM 973
    7. CR 366
    8. Chandler Road
    9. SH 95
    10. 2nd Street
    11. 4th Street
    12. CR 409
    13. Johnson Drive
    14. Mallard Lane
    15. Lake Drive
    16. Thorndale Road

xiii. Summarize findings from transportation volume projections.

xiv. Put all analysis in the draft comprehensive plan document.

2c. Lead two teleconferences with the Client;

2d. Check in on Project Management Plan and Update (if needed).

2e. Check in on Stakeholder Engagement Strategy and Update (if needed).

Phase 3. Alternatives Development and Evaluation

Future Land Use Map

The future land use map is a key element of the comprehensive plan. Based on the analysis and stakeholder input gathered from previous phases, Lionheart will develop 2-3 future land use map alternatives and analyze the alternatives against the project metrics. The future land use map will be made up of place types and corridors. The future land use plan scenarios will identify the projected amount of new development needed to accommodate projected growth and how much new development can occur in infill conditions (i.e. accessory dwelling units and other forms of infill) vs. greenfield conditions. Each scenario will be analyzed against the metrics set up in previous phases so that they can be evaluated comprehensively. These metrics will include fiscal impacts (city costs and revenues), environmental impacts, social impacts, and aesthetics at minimum.

Transportation Plan

Using the final land use scenario, the Lionheart team will develop cross-sections that enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities and Transportation Plan Maps to illustrate the refined roadway network and verify that the appropriate roadways are maintained, planned, or enhanced to meet the future needs of the community. Specific tasks will include:

- Evaluate future trip generation estimates based on the selected Future Land Use Map (prepared by Lionheart) (one alternative).
- Develop future travel volume forecasts. Develop a spreadsheet-based roadway analysis model to project future roadway volumes for the City to forecast 2030 and 2040 traffic conditions. (Ten-year horizon required for impact fee assessment.) Traffic volumes will be developed for the following roadways:
    - US 79
    - SH 95 / Main Street
    - FM 619
    - FM 112
    - FM 397
    - FM 973
    - CR 366
    - Chandler Road
    - SH 95
    - 2nd Street
    - 4th Street
    - CR 409
    - Johnson Drive
    - Mallard Lane
    - Lake Drive
    - Thorndale Road
- Review the latest CAMPO Travel Demand Model for 2040 no-build and build traffic conditions.
- Estimate trips based on the final land use plan and distribute through the roadway network using the spreadsheet-based model.
- Identify and evaluate potential roadway improvements, and street network buildout, to determine their impact in improving the future transportation system. Analyze future traffic conditions along major corridors using traffic projections from the spreadsheet-based model.
- Review Taylor, Williamson County, and TxDOT existing cross-sections. Revise existing cross-sections to incorporate national best practices for pedestrian and bicycle mobility and safety. The recommended bicycle and pedestrian

network will be expanded to connect the City and enhance multimodal opportunities, notably downtown. These will become the standard for future roadways. Roadway cross-sections will include recommended rights-of-way for each roadway classification. Identify recommended cross-sections for City Streets, County, and TxDOT roadways within the City of Taylor.

- Produce Transportation Plan maps within the City of Taylor's ETJ to illustrate the refined roadway network and verify that the appropriate roadways are maintained, planned, or enhanced to meet the future needs of the community. The maps will be in GIS utilizing the base map and integrating transportation aspects, such as enhanced and proposed roadways based on the corridor analysis results, shown in a visual manner promoting comprehension of the Transportation Plan. The Transportation Plan will include highways, arterials, collectors, and local streets essential to the redundancy of the street network.
- Stand Alone Bicycle and Sidewalk Plans will be prepared following the cross-sections identified in the Transportation Plan.
- All transportation plan deliverables will be packaged into the comprehensive plan as a chapter that describes policies and capital improvements required to realize a desired future transportation network.

Workshop 2: Defining a Preferred Path Forward

Workshop 2 will include a brief update on the project and a presentation about future land use scenarios and strategies. Each scenario will be presented with key metrics quantified so that the stakeholders can have a comprehensive understanding of the pros and cons of each alternative. The strategies will demonstrate methods used to achieve the stated goals from previous phases. Participants should leave the meeting with a broad understanding of the impacts for various land use choices and having weighed in on which alternative they prefer to see moving forward.

Specific Milestones for Phase 3 include the following:

3a. Develop 2-3 Future Land Use Map Alternative(s);
3b. Develop a description of housing and neighborhood characteristics that correlates to the Future Land Ise categories;
3c. Quantify metrics for each alternative;
3d. Develop street cross-sections;
3e. Develop a preferred Future Land Use Map
3f. Develop Transportation Plan Map;
3g. Lead two teleconferences with the Client;
3h. Lead an in-person meeting with the Advisory Committee;
3i. Lead Workshop 2: Defining a Preferred Path Forward;
3j. Check in on Project Management Plan and Update (if needed);
3k. Check in on Stakeholder Engagement Strategy and Update (if needed); and
3l. Conduct Additional Research and Analysis (if needed).

Phase 4. Project Completion

Document Production

The act of creating a comprehensive plan of this nature requires attention from the very beginning of the project when we discuss document standards as well as strong quality control reviews. We know that you do not want to spend your time reviewing flow, grammar, and style issues, so we follow the *Planning Advisory Services Report 589: Creating Planning Documents.* Our founder, Rebecca Leonard, was one if its chief authors. Although the document will be created in pieces as content is developed Phases 1-3, in Phase 4 Lionheart will pull the entire document together. The document should be a high-quality, user-friendly, graphic document. This will require significant coordination among the other consultants and the City.

It is assumed that the Comprehensive Plan will include the following chapters:

- Community Vision and Goals
- Demographics and Growth Projections
- Land Use
- Transportation
- Housing and Neighborhoods
- Implementation Plan

Capital Improvement Plan

Based on the plan and roadmap, Lionheart will update transportation Capital Improvements Plan (CIP) and prepare high-level cost estimates. We will identify improvements the City will need over the next 10 years and 25+ years. This plan will include the recommended roadway cross-sections for corridors based on the roadway analysis models. We will estimate probable construction costs for the multimodal improvements identified from the roadway analysis models. It is assumed that the City of Taylor will prioritize the CIP list.

Workshop 3: Prioritizing Implementation

Workshop 3 will include a brief update on the project and a presentation about implementation. There will be interactive exercises that provide participants an opportunity to express their priorities for implementation. Using participatory budgeting approaches to engage the community will begin to set the stage for short, mid, and long-term implementation strategies.

Plan Approvals

The Lionheart Team will provide one draft of the document in PDF format. The Lionheart Team will participate in up to three public work sessions or hearings with elected or appointed bodies to shepherd the plan through the adoption process. Once these work sessions and hearings are complete, the Lionheart Team will amend the plan to accommodate all direction from the City. The work sessions and hearings could include any combination of the following (or other groups as identified by the City):

- Advisory Committee;
- City Council;
- Planning & Zoning Commission;
- Parks and Recreation Advisory Board;

- Taylor Economic Development Corporation (TEDC);
- Main Street Advisory Board; and/or
- Joint Work Sessions with any groups listed above.

Specific Milestones for Phase 4 include the following:

4a. Draft Plan and Roadmap for Implementation;
4b. Finalize Plan and Roadmap for Implementation;
4c. Lead two teleconferences with the Client;
4d. Lead an in-person meeting with the Advisory Committee;
4e. Lead Workshop 3: Prioritizing Implementation; and
4f. Participate in up to three public work sessions or hearings with elected or appointed bodies.

Phase 5. Water and Wastewater Impact Fee Update Scope of Work (contingent on inclusion of funds in the FY 2021 budget)

Task 1 – Develop Capacity & New CIP Data for Impact Fee Update

HDR will utilize the final land use plan prepared by Lionheart and update the Capital Improvements Plan (with information developed as part of the Comprehensive Plan update and recent information completed by HDR in relation to the water and wastewater utility) underlying the calculation of the impact fees in compliance with Texas Local Government Code 395. These issues will be reviewed:

- Where will the City charge the fees, i.e. its impact fee service area?
- What are the current and prospective land use mix, densities, or land use/equivalent service unit assumptions?
- What is the current available utility capacity, if any, in the existing system?
- What capital projects (with excess capacity) have already been funded?
- What new capital projects are needed in the 10-year period?

Each of the existing capital projects with excess capacity or new capital project items discussed above needs to be identified or quantified in terms of:

- ✓ Type of facility

Water	Wastewater
▪ water supply ▪ treatment ▪ ground storage ▪ elevated storage ▪ pumping & transmission	▪ wastewater treatment ▪ wastewater pumping ▪ interceptors

- ✓ Cost to construct
- ✓ Used/available capacity
- ✓ Cost per Living Unit Equivalent for new capacity

Neighborhood water distribution and wastewater collection facilities will not be assessed as part of the fee basis as either: (a) these facilities are developer contributed; or (b) City-spending on these facilities is for rehabilitation or replacement benefit for existing customers (both of which are fee ineligible items).

HDR will utilize existing (2020) and projected (2030) land use and population data for the City and its ETJ service areas consistent with the comprehensive plan update in order to be used as a basis for defining facility demand in the separate water and wastewater service areas. It will be the City's responsibility to provide information relating to any outstanding debt associated with existing water and wastewater facilities.

Data to be supplied, developed, or compiled by the parties involved in this study are listed in Table 1.

Table 1
Information to be Supplied by the Parties
City of Taylor

- Water and wastewater service area delineation.
- Electronic file or map of intended impact fee service area.
- A recent month meter size inventory of: (a) water customers; and (b) sewer customers.
- Outstanding water and wastewater debt by type of facility listed above.
- Placing of public notices and payment of advertising costs.
- Coordination with City Attorney, as needed.

HDR Engineering

- A fixed assets model listing of existing water and wastewater infrastructure and original cost, grouped by type of facility and subtotaled by (this information will be coming from the recently updated water and wastewater master plans created by HDR):
  - water supply
  - water treatment
  - pumping
  - elevated storage
  - ground storage
  - water transmission (not distribution)
  - wastewater treatment
  - lift stations
  - interceptors (not wastewater collection)
- Capacity of existing water and sewer facilities aggregated by type of facility listed above.
- An updated 10-year Capital Improvements Plan (for spending expected to occur between 2020-2030) listing type of facility, project name, projected installed costs, and anticipated service capacities for future projects underlying the proposed fees. This will be developed as part of the ongoing work that HDR is completing for the water and wastewater utility.
- Calculation of unit capital costs, rate credits and maximum fee amounts.
- Water and sewer utility service area population growth and land use data for the "snapshot" years 2020 and 2030 (this will be consistent with the comprehensive plan update).
- If new projects provide for service to existing customers, what percent of new project capacity is available for growth.
- Paper or electronic file mock-ups of the public notices.
- Presentation on the fee assumptions and proposal.
- An Advisory Committee report.
- A draft revised municipal ordinance.
- A copy of the electronic spreadsheet used to model and calculate the fees.

Task 2 - Impact Fee Calculation and Application

HDR will utilize the final land use plan, prepared by Lionheart, and capital improvements program information previously developed to calculate maximum fee amounts. The first step is to develop a weighted average cost of capital per service unit for each type of utility facility. The fee calculation will consider capital payments through the rates or the 50% deduction allowed in Texas Local Government Code 395. The calculations and fee design will also be divided into component parts of the water and wastewater utilities to allow for credits or offsets against a full fee amount should the entity paying the fee provide for an acceptable portion of eligible capital at their own expense. It should be noted that HDR's ability to develop component fees is dependent upon the City being able to segregate its outstanding debt into facility types.

The full cost of capital for these utility components will be calculated and then pro-rated to a lesser amount should the Committee and/or Council decide to recommend a fee less than the maximum allowable. Data will also be provided to scale the base fee per standard service unit to allow for appropriate fee levies for larger service requirements.
HDR will provide technical and production support for the preparation of an Advisory Committee report.

Task 3 - Review Impact Fee Ordinance

Based on input from the Committee, Council, and the public, HDR will review the City's existing ordinance for needed changes and provide that feedback to City staff and the City attorney.

Task 4 – Impact Fee Coordination with Committee, Council, and the Public & Reporting

HDR will develop support materials and coordinate with various interested stakeholders in the fee update process to assure that provisions of Texas Local Government Code 395 are met and that all key parties are informed.

The proposed formal coordination effort includes the following activities:
City Staff – Two Meetings. The first meeting will be to review and update the project list and costs for those projects to be included in the Capital Improvements Plan (CIP). At this meeting, the land use assumptions would also be reviewed. The second meeting will be to review the draft results of the fee study and suggested ordinance revisions.

Impact Fee Advisory Committee – Two Meetings. The first meeting will be to coordinate the draft impact fee calculation and seek Committee concurrence with any revised fee proposal that would be presented at the public hearing. The second meeting with the Committee will be to review Committee feedback, make any revisions to the fee calculations, review the draft Committee report, and seek Committee adoption for filing with the City Council.

Public Hearings – One Meeting. Texas Local Government Code 395 calls for a one-hearing process for the update of existing water and wastewater impact fees. These public hearings must be preceded by a 30-day advance published public notice. HDR will prepare the necessary information required under Texas Local Government Code 395 for the public notices for public hearing(s). It is understood that the City will provide for the cost of publication and any certified mailings that may be required.

2nd Reading Ordinance – One Meeting. Assuming that Council will take action on the first reading of the impact fee ordinance after the closing of the public hearing that same evening, HDR has budgeted for one subsequent meeting with Council to provide any needed support at a second reading of the ordinance, if required.

HDR will prepare up to 10 draft and 10 final copies of the Technical Advisory Committee report to the City Council outlining the Committee's recommendations on land use assumptions, 10-year CIP, fee design and calculation, offset credits, and any policy or fee issues that may affect the pending ordinance provisions. This report will also be provided in an electronic format. Any maps created as part of this project will also be provided to the City in the appropriate format.

HDR will also work with the City Attorney to prepare a draft ordinance for City consideration.

Phase 6. Roadway Impact Fee Update (contingent on inclusion of funds in the FY 2021 budget)

Task 1 – Develop Capacity & New CIP Data for Impact Fee Development
HDR will utilize the final land use plan, prepared by Lionheart, and update the Capital Improvements Plan (with information developed as part of the Comprehensive Plan update) underlying the calculation of the impact fees in compliance with Texas Local Government Code 395. These issues will be reviewed:

- What are the current and prospective land use mix, densities, or land use/equivalent service unit assumptions?
- What is the current available capacity, if any, in the existing transportation system?
- What capital projects (with excess capacity) have already been funded?
- What new capital projects are needed in the 10-year period?

Each of the existing capital projects with excess capacity or new capital project items discussed above needs to be identified or quantified in terms of:

- ✓ Type of roadway (2-lane, 4-lane, etc.)
- ✓ Cost to construct
- ✓ Used/available capacity
- ✓ Cost per Vehicle Miles of Travel for new capacity

Neighborhood roadways will not be assessed as part of the fee basis as either: (a) these facilities are developer contributed; or (b) City-spending on these facilities is for rehabilitation or replacement benefit for existing customers (both of which are fee ineligible items).

HDR will develop existing (2020) and projected (2030) land use and population data for the City and its ETJ service areas consistent with the comprehensive plan update in order to be used as a basis for defining facility demand in the roadway impact fee area. This area is limited to the City's corporate boundary; however, it is possible to divide the City into different areas with differing roadway impact fees. To comply with Chapter 395, it is anticipated that the City will be divided into at least two separate service areas for the roadway impact fee study. All data developed for this study will also be compiled by each separate service area.

Data to be supplied, developed, or compiled by the parties involved in this study are listed in Table 2.

Table 2
Information to be Supplied by the Parties
City of Taylor

- Electronic file or map of intended impact fee service area. This will be the City's corporate boundary.
- An inventory of City thoroughfares to determine existing roadway classifications and segment lengths.
- Outstanding roadway debt for all roadways identified in the inventory above (GIS is preferred).
- An updated 10-year Capital Improvements Plan (for spending expected to occur between 2020-2030) listing type of roadway, project name, projected installed costs, and anticipated service capacities for future projects underlying the proposed fees. This will be developed as part of the ongoing work that is being done as part of the comprehensive plan update.
- Placing of public notices and payment of advertising costs.
- Coordination with City Attorney, as needed.

HDR Engineering

- Calculation of unit capital costs, tax credits and maximum fee amounts.
- Roadway service area population growth and land use data for the "snapshot" years 2020 and 2030 (this will be consistent with the comprehensive plan update).
- If new projects provide for service to existing customers, what percent of new project capacity is available for growth.
- Paper or electronic file mock-ups of the public notices.
- Presentation on the fee assumptions and proposal.
- An Advisory Committee report.
- A draft roadway impact fee ordinance.
- A copy of the electronic spreadsheet used to model and calculate the fees.

Task 2 - Impact Fee Calculation and Application

HDR will utilize the final land use plan, prepared by Lionheart, and capital improvements program information previously developed to calculate maximum fee amounts. The first step is to develop a weighted average cost of capital per service unit for each type of roadway facility. The fee calculation will consider capital payments through ad valorem taxes or the 50% deduction allowed in Texas Local Government Code 395.

The full cost of capital for these utility components will be calculated and then pro-rated to a lesser amount should the Committee and/or Council decide to recommend a fee less than the maximum allowable. Data will also be provided to scale the base fee per standard service unit to allow for appropriate fee levies for larger service requirements.
HDR will provide technical and production support for the preparation of an Advisory Committee report.

Task 3 – Develop Impact Fee Ordinance
Based on input from the Committee, Council, and the public, HDR will develop a new roadway impact fee ordinance for review by City staff and the City attorney.

Task 4 – Impact Fee Coordination with Committee, Council, and the Public & Reporting
HDR will develop support materials and coordinate with various interested stakeholders in the fee development process to assure that provisions of Texas Local Government Code 395 are met and that all key parties are informed.

The proposed formal coordination effort includes the following activities:

City Staff – Two Meetings. The first meeting will be to review and update the project list and costs for those projects to be included in the Capital Improvements Plan (CIP). At this meeting, the land use assumptions would also be reviewed. The second meeting will be to review the draft results of the fee study and suggested ordinance revisions.

Impact Fee Advisory Committee – Two Meetings. The first meeting will be to coordinate the draft impact fee calculation and seek Committee concurrence with any revised fee proposal that would be presented at the public hearing. The second meeting with the Committee will be to review Committee feedback, make any revisions to the fee calculations, review the draft Committee report, and seek Committee adoption for filing with the City Council.

Public Hearings – Two Meetings. Texas Local Government Code 395 calls for a two-hearing process for the development of new impact fees. The first public hearing will focus on the land use assumptions and the CIP developed for use in the impact fee calculation. The second public hearing will focus on the methodology used to compute the new roadway impact fee. These public hearings must be preceded by a 30-day advance published public notice. HDR will prepare the necessary information required under Texas Local Government Code 395 for the public notices for public hearing(s). It is understood that the City will provide for the cost of publication and any certified mailings that may be required.

2nd Reading Ordinance – One Meeting. Assuming that Council will take action on the first reading of the impact fee ordinance after the closing of the second public hearing that same evening, HDR has budgeted for one subsequent meeting with Council to provide any needed support at a second reading of the ordinance, if required.

HDR will prepare up to 10 draft and 10 final copies of the Technical Advisory Committee report to the City Council outlining the Committee's recommendations on land use assumptions, 10-year CIP, fee design and calculation, offset credits, and any policy or fee issues that may affect the pending ordinance provisions. This report will also be provided in an electronic format. Any maps created as part of this project will also be provided to the City in the appropriate format.

HDR will also work with the City Attorney to prepare a draft ordinance for City consideration.

General Assumptions

- All deliverables will be sent as digital documents (PDF) unless stated otherwise. The final plan will be packaged and sent to the City in an editable form (i.e. Adobe InDesign) at the conclusion of the project.
- Lionheart is not responsible for errors in data used in the project work supplied by the Client or others.

YOUR INVESTMENT

1. Basic services
   By signing this letter, you are authorizing Lionheart Places LLC to commence services immediately. We will provide all the services described in Phase 1-4 for a lump sum of $174,990. Phase 5 and 6 are contingent on inclusion of funds in the FY 2021 budget. The fee is broken down by task as follows:

		Lionheart Total	HDR Total	Total
Phase 1. Project Kick Off				
	Subtotal Fee	$ 14,000	$ 3,060	$ 17,060
Phase 2. Existing Conditions Analysis				
	Subtotal Fee	$ 17,000	$ 10,630	$ 27,630
Phase 3. Alternatives Development and Evaluation				
	Subtotal Fee	$ 42,000	$ 24,540	$ 66,540
Phase 4. Project Completion				
	Subtotal Fee	$ 54,000	$ 9,760	$ 63,760
	COMP PLAN TOTAL	$ 127,000	$ 47,990	$ 174,990
Phase 5. Water and Wastewater Impact Fee Update				
	Subtotal Fee	$ -	$ 28,936	$ 28,936
Phase 6. Roadway Impact Fee Update				
	Subtotal Fee	$ -	$ 29,036	$ 29,036
	IMPACT FEE TOTAL	$ -	$ 57,972	$ 57,972
	REIMBURSABLE EXPENSES	$ 3,000	$ 2,000	$ 5,000

(Phase 5 and 6 are contingent on inclusion of funds in the FY 2021 budget)

2. Reimbursable Expenses
   In addition to our fees and services, we charge for project expenses incurred on your behalf. These typically include such items as travel, photography, telephone charges, video conferencing and reproduction. We invoice these expenses at cost. We estimate $5,000 in reimbursable expenses. We will notify the City if additional expenses are necessary for the project success. The City must provide written authorization prior to exceeding $5,000. All reimbursable expenses require backup.

3. Additional Services
   Any services that are not defined in this agreement are compensated on an hourly basis for the time worked on your behalf. Rates are based on our current employee rate schedule (see Attachment A). Additional services can include but are not limited to, redesign of work already approved, major revisions to the program and/or expansion of scope of services. We will define the changes, additions, or modifications to the scope, provide an estimate of costs and request written authorization in advance. However, the absence of a written change order will not preclude payment of fees due Lionheart, provided the change was approved and ordered by the Client in writing.

PAYMENT TERMS

1. Invoices will be broken down by Phase and reported as a percentage complete. Invoices will be mailed from Lionheart's office by the 10th of each month with specific descriptions of the services performed and expenses incurred in the previous month.
2. Invoices are payable within 30 days of the date of billing.
3. If you require greater detail for your accounting purposes, we will provide itemized breakdowns of hourly activities or provision of detailed backup for reimbursed expenses. At your request, we can provide this service at an hourly rate of $65 (sixty-five dollars) per hour.

ACCEPTANCE

1. This Agreement is entered into between Lionheart, Inc. and the City of Taylor to be benefited by Lionheart's services.
2. If this contract meets with your approval, please sign below, and return one (1) copy for our file.
3. If this agreement is not accepted within one (1) month from the date of receipt, the offer to perform the described services may be withdrawn and Lionheart may renegotiate this proposal.
4. The Client agrees that they have read and understood the Contract Provisions (Attachment B) attached hereto and incorporated herein by reference.

Should you have any questions about this scope of service, please do not hesitate to contact me. I am personally looking forward to working with you.

LIONHEART, INC.

By:________________________________ Date: January 20, 2020

Title: CEO and Founder

APPROVED BY CLIENT:

By:________________________________ Date:________________

Title: ________________________________

EXHIBIT A

Employee Classification Hourly Billing Rates

PRINCIPAL	$200 to $250
PLANNER / LANDSCAPE ARCHITECT	$75 to $200
INTERN	$55 to $85
PROJECT ASSISTANT	$65 to $110

Note: Other Project Specialists will be billed at their applicable billing rates not to exceed $175

LIONHEART

EXHIBIT B

Contract Provisions

1. All fees, commissions, and expenses billed shall be due within thirty (30) days of the date of billing. Interest on unpaid or late bills shall accrue at 1 3/4 percent interest per month (21.0% A.P.R.). If Client does not pay Lionheart within thirty (30) days of the date of billing and Lionheart consults with an attorney for collection, then, in addition to all sums due, Client agrees to pay all costs incurred by Lionheart associated with collection, including Lionheart's reasonable attorney's fees and reasonable court costs.

2. When any invoice is outstanding and unpaid thirty (30) days after the date of billing, Lionheart may, at its discretion, stop work on the project. In addition, when any invoice is outstanding and unpaid ninety (90) days after the date of billing, Lionheart may withdraw from any governmental agency review process any applications, drawings, submittals or other project documents reflecting Lionheart's services.

3. If the project is suspended or abandoned, in whole or in part, for a period of ninety (90) days or more, or upon instruction by Client to Lionheart to suspend activity on the project, Lionheart shall be compensated for all services performed together with all reimbursable expenses due and the Agreement shall be deemed terminated. If the project is resumed after such suspension, the Agreement between Client and Lionheart shall be renegotiated prior to resumption of services by Lionheart. Such renegotiation shall include a fee for remobilization costs incurred by Lionheart. If this Agreement is terminated due to the suspension or abandonment of the project, Client shall make full payment to Lionheart for all compensation due hereunder within 30 days of receipt of a final invoice from Lionheart. For purposes of this Agreement, the term "suspension" or "abandonment" shall mean substantial discontinuance of labor, services, and expenses for a ninety (90) day period or written instruction by Client to suspend substantially all project activities.

4. Lionheart reserves the right to raise hourly rates at its own discretion during this project. Any such increases, however, will not result in an increase in the total fees identified in this proposal unless specific services are being provided on a time and materials basis.

5. Drawings and specifications, including those in electronic form, prepared by Lionheart are the Instruments of Service for use solely with respect to this project. Lionheart shall be deemed the author and owner of their Instruments of Service and shall retain all common law, statutory, and other rights, including copyrights. Lionheart grants the Client a nonexclusive license to reproduce Lionheart's Instruments of Service solely for the purposes of constructing, using and maintaining this project, if Client shall comply with all obligations, including prompt payment of all sums when due, under this Agreement. The Client shall be permitted to retain copies, including reproducible copies of drawings and specifications for information and reference in connection with the Client's use and occupancy of the project. The Client shall be permitted to authorize its contractors, subcontractors and material suppliers to reproduce applicable portions of the Instruments of Service appropriate to and for use in the execution of this project. The drawings and specifications shall not be used by the Client on another project, except by agreement in writing between Lionheart and Client.

   Any unauthorized use of the Instruments of Service without Lionheart's consent shall be at the Client's sole risk and without liability to Lionheart. The Client shall indemnify and hold harmless Lionheart, and Lionheart's subconsultants from and against claims, damages, losses and expenses, including, but not limited to payment of attorney's fees, arising out of unauthorized use of the Instruments of Service that are part of this project.

   Lionheart shall not be responsible or liable for any direct, actual or consequential damages which occur as the result of its inability to produce the Instruments of Service by reason of the casualty, destruction or loss of documents that occurs through no fault of Lionheart.

6. Should the project be published in a book, magazine, newspaper, or publication for public circulation, or if a job sign is erected, Lionheart should be listed as the planner/landscape architect. In addition, this Agreement represents non-exclusive approval by the Client for publication and award submissions of the project by Lionheart.

7. In the event of a default of any provision of this Agreement, after ten (10) days' notice to cure is delivered, this Agreement may be deemed terminated by the non-defaulting party. For purpose hereof, any failure to pay sums due in accordance with Paragraph 1 shall be deemed default. Either party may terminate this Agreement for convenience and without cause upon thirty (30) days written notice by either party. If Client terminates this Agreement for convenience, Lionheart shall be compensated for Services performed prior to termination, together with reimbursable expenses then due.

8. All notices and other communications that are required or permitted to be given to the parties under this Agreement shall be sufficient in all respects if given in writing and delivered in person, by electronic mail, by telecopy, by overnight courier, or by certified mail, postage prepaid, return receipt requested, to the receiving party at the following address:

If to Lionheart:	Lionheart Places, LLC 1023 Springdale Rd. Suite 6-E Austin, TX 78723 Attention: Rebecca Leonard Telephone: 512-520-4488
If to Client:	Address: ____________________________ ____________________________ ____________________________ Attention: ____________________ Phone: ______________________

or to such other address as such party may have given to the other by notice pursuant to this Section. Notice shall be deemed given on the date of delivery, in the case of personal delivery, electronic mail, or telecopy, or on the delivery or refusal date, as specified on the return receipt in the case of certified mail or on the tracking report in the case of overnight courier.

11. If any provision of this Agreement is for any reason held invalid or unenforceable, such provision shall be deemed separate and shall not affect the validity of the remaining portions herein.

12. This Agreement shall be binding upon the parties, their partners, successors, assigns, and legal representatives.

Client shall not assign this Agreement without the consent of Lionheart.

13. This Agreement may be amended or modified only by written instrument executed by both parties.

14. This Agreement (together with the attached Exhibits, which are incorporated herein by this reference) constitutes the entire agreement between the parties and supersedes prior understandings, written or oral. No waiver under this Agreement shall be valid unless it is given in writing and duly executed by the party to be charged therewith.

15. This Agreement shall be governed by the Laws of the State of Texas. The parties agree that venue for any dispute between them arising out of or relating to this Agreement shall be in the County of Williamson, State of Texas.

16. In construing this Agreement, (i) the singular includes the plural and vice versa, (ii) reference to any document means such document as amended from time to time, (iii) "include" or "including" means including without limiting the generality of any description preceding such term, (iv) the word "or" is not exclusive, and (v) references to this Agreement or Sections or paragraphs of this Agreement refer to this entire Agreement including all exhibits, schedules, and Addendum attached hereto, as the same may be amended from time to time.

Other conditions:

17. (Insert if needed.)

January 17, 2020

Tom Yantis, AICP
Assistant City Manager/Director of Development Services
City of Taylor
400 Porter Street
Taylor, TX 76574

Reference: **Proposal for Professional Consulting Services**
Land Use Fiscal Analysis & Scenario Modeling for Comprehensive Plan Update

Tom,

Per your request, I am pleased to submit this proposal for Verdunity to assist with the above referenced project for your consideration. Details of our proposal are outlined below.

PROJECT OVERVIEW

The City of Taylor, Texas (CLIENT/City) is contracting with Lionheart Consulting to update the city's comprehensive plan, transportation plan, and impact fees. To help inform the planning process, the City has requested Verdunity's assistance to develop a GIS-based model and accompanying analysis of the fiscal productivity of the City's current development pattern through the lens of property tax revenue and basic services paid by these revenues. Our modeling process and associated analysis helps city leaders and residents to better understand the relationship between growth and development patterns, property and sales tax revenues, and long-term infrastructure and service costs. This information can then be used to inform future land use and zoning decisions, development incentives, capital improvement programs and service delivery optimization efforts. *Our ultimate goal is to provide information that empowers city leaders to align your development and service model with what citizens are willing and able to pay for - now and in the future.*

For this project, we will develop a baseline model and analysis of current conditions that can be used to inform the community engagement process and development scenarios. Once a preferred growth management and Future Plan Use Plan are finalized, Verdunity will utilize our database and context data to project how the proposed scenario will likely impact the community's property tax revenues, service costs, and overall fiscal health.

SCOPE OF SERVICES

We are proposing to complete following tasks as part of this contract:

TASK ONE – PROJECT INITIATION AND COORDINATION - Verdunity (VU) will coordinate with city staff, Lionheart and other entities as required throughout the duration of the project. Initiation and coordination efforts will include:

1.1 Project Initiation Meetings – VU staff will hold an internal team kickoff meeting and come to the City to meet with staff, discuss data needs and availability, and present an overview of our process and deliverables to Council. Meetings will include:

- VU team kickoff meeting
- Project initiation meeting with staff
- Project briefing to City Council

1.2 Monthly Coordination – VU will hold bi-weekly coordination calls with staff to report progress and coordinate upcoming tasks and deliverables. Written progress reports and invoices will be submitted monthly and/or as key tasks are completed.

1.3 Data Collection and Review – VU will obtain and review available information relevant to the study. Where possible, we would like to receive data in electronic format, and in particular any GIS, XLS and database files associated with infrastructure, land use and developments. Information we would like to review will include, but not be limited to:

- Comprehensive Plan, Master Plans
- Zoning and Development Regulations/Ordinances
- Developer Agreements – existing and proposed
- Budget and CAFR – last ten years (or as many as possible)
- Asset Management and CIP information – with special emphasis on any information for existing streets, such as a pavement condition survey.
- Property Tax Data – levy data for the most recent tax year. *May require a data acquisition fee to get the levy data from the county's vendor.*
- Sales Tax Data – any data the city is willing and able to provide
- Information on current and planned debt obligations

TASK TWO – BASELINE ASSESSMENT AND EXISTING CONDITIONS MODEL - Verdunity (VU) will complete an assessment of existing conditions and prepare a summary of study findings and recommendations in a format that can be shared with Council and the community.

2.1 Levy Data Formatting – VU will review the available levy data from the Appraisal District and then "scrub and clean" the data into the format required for modeling.

2.2 Baseline Assessment – VU will utilize available data to perform an initial analysis of revenue, service costs and debt trends. Tasks will include:

- CAFR and Budget Review – cursory review to assess the general fiscal situation, summarize trends and identify issues and opportunities
- Revenue Analysis and Benchmarking – summarize total revenue and revenue sources and benchmark to other communities
- Cost Analysis and Benchmarking – summarize total expenditures and cost categories and benchmark to other communities
- Projected Service Cost Trend – project general fund costs using adopted planning documents, and context data from other communities

2.3 Revenue Mapping – VU will utilize available data to map existing property tax revenues and summarize fiscal performance for different neighborhoods and development patterns. Tasks will include:

- Prepare 2D and 3D maps showing appraised value
- Prepare 2D and 3D maps showing property tax levy revenue per acre

2.4 Net Revenue Map (Budgeted Costs) – Costs from the existing General Fund budget (services funded by property taxes) will be added to the model and a net revenue map will be prepared showing the fiscal performance of parcels (net revenue = property tax levy revenue less budgeted service costs). Tasks will include:

- Identify and allocate budgeted service costs (general fund) to parcels in city limits

- Calculate net revenue for parcels and city overall
- Prepare 2D and 3D maps showing net revenue per acre (or SF) for each year
  - Current and future land use (for undeveloped parcels)
  - Current zoning districts, neighborhoods and/or other geography-based categories the city is interested in assessing

2.5 Staff Review – VU will present preliminary drafts of the existing conditions maps to staff for review and incorporate any comments and revisions prior to moving to the next step. Tasks will include:
- Presentation of draft maps and initial findings to staff via videoconference with slides
- Incorporate comments and revise existing condition model

TASK THREE – DEFICIT/PROJECTED COSTS MODEL – While the existing budget model in Task 2 will provide a deeper understanding of the city's current fiscal performance, we believe the more critical (and enlightening) discussion should focus on the future liabilities that cities are responsible for and how those will be paid for. In Task 3, the existing conditions model will be expanded to incorporate the projected costs for street maintenance and other services that are needed, but not currently accounted for in the general fund budget. The underlying principle of this model scenario is to have development generate enough in property taxes to cover the costs of streets and basic services, which frees up revenue from sales tax and other sources to go toward other things, such as quality of life improvements and growth-related investments. This model helps understand how different development patterns perform financially when you add in the true cost to maintain/replace the infrastructure and services supporting the development. We often refer to this as a city's resource gap or deficit.

3.1 Service Cost and Street Replacement Projections – VU will review available data and work with staff to estimate the age of various neighborhoods in the community and project street replacement costs and other services that are not currently accounted for in the budget.
- Project general fund budget based on communities with similar, size, density and development model
- Identify amount of existing street infrastructure in each area
- Estimate replacement costs and distribute required annual savings over future years (assume 40 yr life cycle)
- Develop roll-up chart that projects street replacement costs for next life cycle
- Prepare map showing streets and neighborhoods by decade built

3.2 Service Cost Allocation – VU will work with staff to determine service costs and allocate them down to the parcel level. This will be done at the most accurate level depending on the setup of the city and available data.
- Level 1: Allocate general fund service and infrastructure replacement costs equally across all parcels
- Level 2: Allocate service costs to individual parcels based on proportionate area
- Level 3 (most accurate): Allocate service costs by geographic areas/districts/service areas
- Includes a workshop with staff to review initial service cost allocations, gather additional information (where available), and revise.

3.3 Net Revenue Map (Projected/Currently Unfunded Costs) – Costs from 3.2 will be added to the analysis from Task 2 to generate updated net revenue maps that include projected costs.

3.4 Development Pattern Analysis – VU will review the models and identify trends and takeaways for:
- The overall city
- Existing land uses and zoning districts
- Existing neighborhoods and/or geographic areas of the city

3.5 Staff Review – VU will present preliminary drafts of the updated maps to staff for review and incorporate any comments and revisions prior to moving to the next step. Tasks will include:
- Presentation of draft maps and initial findings to staff via videoconference with slides
- Incorporate comments and revise existing condition model

TASK FOUR – ANALYSIS AND RECOMMENDATIONS – Verdunity (VU) will review the results of the models for A) current budget conditions and B) projected deficit conditions and prepare a summary of findings and recommendations in a format that can be shared with the planning team, Council, the community. This information can be used by staff and Lionheart to inform the scenario development process.

4.1 Development Pattern Analysis – VU will review the models and identify trends and takeaways for:
- The overall city
- Existing land uses and zoning districts
- Existing neighborhoods and/or geographic areas of the city

4.2 Gap Management Strategies – VU will review the results of the analysis of development patterns, finances and anticipated growth projections and prepare a list of high-level strategies the city might consider implementing to improve its financial strength and resilience.

4.3 Prepare Summary Report and Presentation – VU will summarize findings into a concise, easy-to-understand presentation and support documents that can be shared with the planning team, elected officials, staff, residents and other stakeholders.

4.4 Presentations– VU will be available to present a summary of the study process, findings and recommendations to staff, elected and appointed officials and the broader community, if desired. Presentations we've accounted for in this proposal include:
- Work/executive session with staff and council
- Presentation to the community via a public meeting/workshop setting

TASK FIVE – SCENARIO MODELING AND COMP PLAN DELIVERABLES – Once Lionheart has developed the recommended growth management strategy and Future Land Use Plan, VU will utilize the baseline results along with our proprietary database and context data to model the proposed buildout scenario (as defined by the adopted Future Land Use Plan and zoning ordinance). An updated report summarizing results and recommendations will be prepared and presented.

5.1 Review FLUP and Zoning Map/District Criteria – VU will obtain and review the most recent version of the FLUP, zoning map and zoning district criteria and identify similar development patterns in Taylor and our database of other Texas communities that can be used to model anticipated revenues and costs for each land use/zoning district combination.

5.2 Scenario Modeling – VU will model a low (conservative revenue) and high (aggressive revenue) version of the FLUP to project how these development scenarios might impact the community's property tax revenues, service costs, and overall fiscal health between now and 2050 (30 year planning horizon).

5.3 Prepare Summary Report and Presentation – VU will summarize results of the scenario modeling and provide text and graphics to the Lionheart team for incorporation into the final Comprehensive Plan deliverables.

EXCLUSIONS AND ADDITIONAL SERVICES

This proposal includes time and expenses for the scope items specifically described above. Should the CLIENT desire additional assistance beyond this scope, we can do so on an hourly basis or through an amendment to the contract. Any out of scope or additional work and anticipated costs will be discussed and authorized by the CLIENT prior to doing any work.

YOUR INVESTMENT

We believe investing in quantifying and communicating your resource gap and developing a community-wide effort to maximize the resources you have is one of the most productive and high-returning investments a community can make. Community leaders will gain clarity about the relationships between development, revenue and costs and have tools to make more informed decisions, but more importantly, you could potentially save millions in infrastructure costs and incentives and increase revenues from your existing service area.

We are proposing to complete the work described in Basic Services for a total lump sum fee of $80,000. This fee is broken down by phase as follows:

Task 1 – Project Initiation & Coordination	$ 7,000
Task 2 – Baseline Assessment & Existing (Budget) Conditions	$ 24,000
Task 3 – Deficit/Projected Costs	$ 9,000
Task 4 – Analysis and Recommendations	$ 20,000
Task 5 – Scenario Modeling & Comp Plan Deliverables	$ 20,000
TOTAL	**$ 80,000**

SCHEDULE

We are proposing to complete the project on the following timeline:

Notice to Proceed & Project Initiation	1 week	Week of Feb 17
Task 2	6 weeks	March 27
Task 3	2 weeks	April 10
Task 4	2 weeks	April 20
Task 5	3-4 weeks after receiving FLUP	

We understand that our analysis is an important piece of the community engagement and comprehensive plan process, and that the City will be anxious to get that process started. As such, we will work to accelerate this schedule where we're able to. Our typical timeframe for similar work has been 3-4 months depending on how fast we are able to acquire the necessary data, staff review turnaround time, and timing of meetings and council presentations. In terms of scheduling the overall comp plan process, we are comfortable committing to have all of the baseline modeling and context data finalized and ready for Lionheart to use no later than the end of April.

TERMS OF ENGAGEMENT

This proposal is valid for a period of 45 days from the date of this proposal. This information was prepared specifically for the CLIENT and its designated representatives and may not be provided to others without Verdunity's written permission. We have included a copy of Verdunity's basic Terms and Conditions for reference. Acceptance of this proposal indicates the CLIENT's review and understanding of the scope of services, fee and terms. We are prepared to begin work as soon as we receive an electronic copy of the executed agreement and written notice to proceed (email is acceptable).

If you have any questions about this proposal, please give me a call at 214-425-6720 or email me at kevin@verdunity.com. We look forward to continuing to partner with you to help your community work toward a more resilient and fiscally sustainable future!

Respectfully Submitted,	Accepted By:
VERDUNITY, Inc. Texas Registered Engineering Firm F-13496	**CITY OF TAYLOR**
Kevin Shepherd	____________________________ By
Kevin Shepherd, P.E., ENV-SP Founder & CEO	____________________________ Name & Title
	____________________________ Date

Attachments:

Verdunity Terms and Conditions

VERDUNITY, Inc.
Terms and Conditions for Professional Consulting Services

1. **STANDARD OF PERFORMANCE**
The standard of care for all professional planning, engineering, consulting and related services performed or furnished by CONSULTANT and its employees under this Agreement will be the care and skill ordinarily used by members of CONSULTANT'S profession practicing under the same or similar circumstances at the same time and in the same locality. CONSULTANT makes no warranties, express or implied, under this Agreement or otherwise, in connection with CONSULTANT'S services.

2. **INSURANCE/INDEMNITY**
CONSULTANT agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of $250,000; Automobile Liability insurance of $1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of $1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of $1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which CONSULTANT is legally liable. Upon request, OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. CONSULTANT agrees to indemnify OWNER for claims to the extent caused by CONSULTANT negligent acts, errors or omissions. This indemnity is subject to and limited by the provisions agreed upon by the OWNER and CONSULTANT in the limitation of liability section of this agreement.

3. **OPINIONS OF PROBABLE COST (COST ESTIMATES)**
Any opinions of probable project cost or probable construction cost provided by CONSULTANT are made on the basis of information available to CONSULTANT and on the basis of CONSULTANT'S experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since CONSULTANT has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s') methods of determining prices, or over competitive bidding or market conditions, CONSULTANT does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost CONSULTANT prepares.

4. **CONTROLLING LAW AND VENUE**
This Agreement is to be governed by the law of the state of Texas. The parties agree that venue for any dispute between them relating to this Agreement shall be in Williamson County, Texas.

5. **SERVICES AND INFORMATION**
OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including project objectives, constraints, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Plans, Maps or other data which are to be incorporated into the project. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional planning, engineering and related services hereunder, it is understood by OWNER that CONSULTANT is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by CONSULTANT, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by CONSULTANT.

6. **SUCCESSORS AND ASSIGNS**
OWNER and CONSULTANT, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor CONSULTANT will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other.

7. **TERMINATION OF AGREEMENT**
Either part (OWNER or CONSULTANT) may terminate the Agreement, in whole or in part, and for any reason (with or without cause), by giving thirty (30) days written notice. An equitable pro rata fee will be negotiated to cover work or partial work (services and expenses associated with the project) done up to the effective date of the termination.

8. **SEVERABILITY**
If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

9. **INVOICES**
CONSULTANT will submit monthly invoices for services rendered and OWNER will make prompt payments in response to CONSULTANT 's invoices. Where applicable, CONSULTANT will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in CONSULTANT 's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify CONSULTANT of the dispute and request clarification and/or correction. After any dispute has been settled, CONSULTANT will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for CONSULTANT. CONSULTANT retains the right to assess OWNER interest at the rate of one and one half percent (1.5%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date of the invoice. In the event undisputed portions of CONSULTANT's invoices are not paid when due, CONSULTANT also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

10. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by CONSULTANT are estimates to perform the services required to complete the project as CONSULTANT understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. CONSULTANT will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

11. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

12. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, CONSULTANT agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

13. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between CONSULTANT and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

City Council Meeting
February 13, 2020
Transmittal Letter

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

Agenda Item #: 13

Agenda Title: **Discussion and possible action to appoint the members of the Comprehensive Plan Advisory Committee**

Council Action to be taken: Appoint members to the committee

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

City Council included updating the Comprehensive Plan in the current fiscal year budget. In order to assist the Council, staff and the consultant in the update of the Comprehensive Plan, staff is proposing the formation of a Comprehensive Plan Advisory Committee.

2. BACKGROUND / PRIOR COUNCIL ACTIONS TAKEN

During the 2004 Comprehensive Plan process, the Council appointed a 13 member steering committee made up of board and commission members and community volunteers.

On October 17, 2019, Council directed staff to limit the membership to the Comprehensive Plan Advisory Committee to 13 members and asked staff to develop suggested membership categories and solicit from Council recommendations to fill those categories.

In December, staff prepared a draft list of membership categories and requested that Council members provide suggestions for possible committee members. Based upon those suggestions, staff is presenting the attached slate for Council's consideration.

3. STAFF ANALYSIS (How and Why)

It is important to include members on the comprehensive plan steering committee that represent a broad cross-section of the community and who understand the link between the community's goals and the policies that will be established in the comprehensive plan. It is anticipated that the committee will meet several times throughout the update process to review drafts of the plan and to assist with community involvement tasks.

4. RECOMMENDATION

Staff recommends that Council appoint the members to the Comprehensive Plan Advisory Committee.

5. FUNDING SOURCE

N/A

6. TIMELINE

Upon execution of the contracts with the comprehensive plan consultants, staff and the consultants will hold a kickoff meeting with the advisory committee.

7. OTHER OPTIONS (In order of preference)

Council may choose to modify the membership at its discretion.

8. ATTACHMENTS

13a. Proposed slate of members for the Comprehensive Plan Advisory Committee

Comprehensive Plan Advisory Committee Membership Categories

Business

- Betty Day (EDC, ERCOT)
- Jeff Snyder (Business Owner)
- Taylor Chamber of Commerce – ex-officio

Downtown

- Mark Nibbelink (Downtown Property and Business Owner)
- Doug Moss (Downtown Property Owner and Architect)

Education

- Taylor ISD – ex-officio

Health and Human Services

- Leslie Hill (Opportunities for Williamson and Burnet Counties)

Housing & Neighborhood Groups

- Taylor Housing Authority – ex-officio

Land Development and Real Estate

- Debbie Kovar (Real Estate Broker)
- Cliff Olle (Old Taylor High developer)

Parks, Recreation & Culture

- Janetta McCoy (Public Arts Advisory Board)
- Brad Duncan (Main Street Car Show Committee)

Planning and Zoning

- Kellie Billings-Ray (P&Z)

Religious & Civic

- Jose Orta (Community Advocate)
- Karen Farley (Rotary Club)

Transportation & Infrastructure

- Ed Komandosky (Lower Brushy Creek WCID)