

AGENDA

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

SEPTEMBER 24, 2013, 7:00 P.M.

CALL TO ORDER AND DECLARE A QUORUM

INVOCATION

PLEDGE OF ALLEGIANCE

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.)

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.)

1. Approve minutes for September 5, 2013. (Susan Brock)
2. Approve Ordinance 2013-20 regarding police officer and fire fighter assignment pay. (Chief Fluck and Chief Ekiss)
3. Consider setting a public hearing date of October 24, 2013 and open a 30 day comment period regarding the renaming of Gravel Pit Road to Schroeder Lane. (Bob van Til)
4. Consider awarding contracts to Precision Construction, LLC and to Valdez Remodeling and Weatherization, Inc. under the Amy Young Barrier Removal Program Contract No. 1001593 with the Texas Department of Housing and Community Affairs. (Bob van Til)

PROCLAMATION/RECOGNITION

5. Proclamation: Employee Recognition for Joel Graham, Department of Public Works. (Mayor; Danny Thomas)
6. Proclamation: National Night Out is October 1, 2013. (Mayor; Chief Fluck)
7. Proclamation: October is Fire Prevention Month. (Mayor; Chief Ekiss)
8. Recognize Finance Department for receiving Distinguished Budget Award from the Government Finance Officers Association for Fiscal Year 2012/2013. (Mayor; Rosemarie Dennis)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

9. Consider introducing Ordinance 2013-19 amending the 2012/2013 fiscal year budget. (Rosemarie Dennis)
10. Consider introducing Ordinance 2013-14 assigning newly annexed territories to appropriate city election districts. (Susan Brock)
11. Consider appointment to the Animal Control Shelter and Appeals Board, the Main Street Advisory Board, and the student representative to the Parks and Recreation Advisory Board. (Susan Brock)
12. Consider approving Hotel/Motel Tax Agreement with the Taylor Chamber of Commerce. (Jeff Straub)
13. Receive presentation and discuss plans for the leadership program, Taylor 101. (Esther Walton, Jeff Straub)
14. Receive latest Capital Improvement Project reports. (Casey Sledge)
15. Discuss and consider search mechanism for new City Manager. (Mayor)
16. Discuss and consider future meeting dates and items for future agendas. (Mayor)

EXECUTIVE SESSIONS

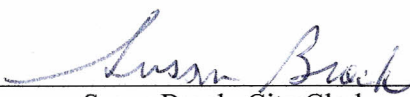
17. Executive Session I. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.072 in order to deliberate regarding the purchase, exchange, lease, or value of real property.
 - Disposition of property located on Welch Street
18. Executive Session II. The Taylor City Council will hold a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.074 to discuss personnel matters.
 - City Manager, Jim D. Dunaway
19. Executive Session III. 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.
 - City Manager Retirement Agreement
20. Consider action from any Executive Session.

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 pm on September 20, 2013 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 Daily Press.

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

Posted By: _____


Susan Brock, City Clerk

Date _____

9/20/13



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 1
Agenda Title: Approve minutes for September 5, 2013.
Council Action: Approve by consent or approve with corrections
Initiating Department: City Management/City Clerk
Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

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 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. DESCRIPTION/ JUSTIFICATION

N/A

3. FINANCIAL/BUDGET

N/A

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. REFERENCE FILES

1a. [Minutes, September 5, 2013.](#)

The City Council of the City of Taylor met on September 5, 2013, at City Hall, 400 Porter St., Taylor, Texas. Mayor Jesse Ancira, Jr. declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Mayor Pro Tem Chris Gonzales
Council Member Scott Green
Council Member Don Hill
Council Member Brandt Rydell

Jim D. Dunaway, City Manager
Jeff Straub, Assistant City Manager
Ted Hejl, City Attorney
Susan Brock, City Clerk

INVOCATION

Mr. Straub led the group in prayer.

PLEDGE OF ALLEGIANCE

CITIZENS COMMUNICATION

Citizens who signed up to speak opted to speak during the time agenda topic No. 4 was going to be addressed by Council.

CONSENT AGENDA

1. APPROVE MINUTES FOR AUGUST 22, 2013.
2. CONSIDER RESOLUTION R13-16 AUTHORIZING THE SUBMISSION OF AN AMY YOUNG BARRIER REMOVAL PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR THE HOUSING TRUST FUND.
3. CONCUR WITH PRELIMINARY FINANCIALS FOR JULY 2013.
Mayor Pro Tem Gonzales moved to approve the Consent Agenda as presented and Council Member Green seconded the motion. VOTE: Five voted AYE. Motion passed.

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

4. UPDATE ON THE DISPOSITION AND POSSIBLE ACQUISITION OF TAYLOR INDEPENDENT SCHOOL DISTRICT 7TH STREET COMPLEX.
Mr. Dunaway reported on the results of his presentation at the most recent TISD Board meeting to discuss this issue. He stated that both he and Council Member Rydell addressed the School Board and were told that there was no deadline on their decision of the disposition of the old 7th Street School complex.

Mayor Ancira invited citizens to come forward. Ms. Janetta McCoy, 819 Hackberry, Mrs. Frances Sorrow and Mr. William Sorrow, 702 W. 7th, and Mr. David Wofford, 3106 Davis expressed their desire to see the community preserve and find a use for the facility.

After further discussion Mayor Ancira asked Council Member Rydell to work with concerned citizens to develop a Task Force to find a solution to occupancy and ownership of this facility.

5. CONSIDER ADOPTING ORDINANCE 2013-16 ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2013/2014, EXCLUDING 'CONTRIBUTIONS TO CIVIC PROGRAMS.'

Ms. Dennis asked Council to consider adopting this ordinance to formally adopt the proposed budget for 2013/2014 with a separate action already taken on Contributions to Civic Programs due to a conflict of interest with two Council members who currently serve in a capacity representing one or more of the entities receiving funds from the city.

Mayor Pro Tem Gonzales moved to adopt Ordinance 2013-16 adopting the 2013/2014 budget and Council Member Hill seconded the motion. VOTE: Five voted AYE. Motion passed.

ORDINANCE NO. 2013-16

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF TAYLOR, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014.

6. CONSIDER ADOPTING ORDINANCE 2013-17 FIXING AND LEVYING AD VALOREM TAX RATE FOR TAX YEAR 2013/2014.

Ms. Dennis asked Council to adopt this ordinance that will officially set the ad valorem property tax rate for the upcoming fiscal year at \$ 0.813893. Council Member Hill moved to adopt Ordinance 2013-17 and that the property taxes are set by the adoption of a tax rate of \$0.813893. Council Member Green seconded the motion and Mayor Ancira called for a record vote:

Scott Green	Aye
Don Hill	Aye
Chris Gonzales, Sr., Mayor Pro Tem	Aye
Brandt Rydell	Aye
Jesse Ancira, Jr., Mayor	Aye

VOTE: Five voted AYE. Motion Passed.

ORDINANCE NO. 2013-17

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF TAYLOR, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE FISCAL YEAR 2013-14.

7. CONSIDER INTRODUCING ORDINANCE 2013-20 REGARDING POLICE OFFICER AND FIRE FIGHTER ASSIGNMENT PAY.

Chief Fluke and Chief Ekiss presented a request to consider an ordinance regarding the assignment pay for their staff. This is an annual requirement.

With no further discussion, Mayor Ancira asked Mr. Hejl to read the caption and introduce the ordinance as presented.

ORDINANCE NO. 2013-20

AN ORDINANCE CREATING "ASSIGNMENT PAY" FOR CERTAIN ASSIGNMENTS WITHIN THE FIRE AND POLICE DEPARTMENTS; SENIORITY PAY" IN THE POLICE DEPARTMENT; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND AN EXPIRATION DATE FOR THIS ORDINANCE.

8. CONSIDER COUNCIL MEETING DATES FOR OCTOBER, NOVEMBER, AND DECEMBER, 2013.

Mr. Dunaway stated that the upcoming regular Council meetings dates conflict with several other events and was seeking direction as to what changes might needed to be made. The regular Council meeting on October 10th conflicts with the annual TML Conference being held in Austin this year. The November 28th meeting date is actually on Thanksgiving and city offices are closed. The December 26th date is immediately following Christmas Day and may present issues for staff or council wishing to travel on the holiday.

Council Member Hill moved to leave the October dates as planned and to set only one meeting in both November and December, setting them as November 14 and December 12. Council Member Green seconded the motion. VOTE: Five voted AYE. Motion passed.

9. CONSIDER PROPOSED FUTURE AGENDA TOPICS AND ITEMS FOR DISCUSSION.

Mayor Ancira asked Council for any items for future discussion. Mayor Pro Tem Gonzales asked for an update on future MDUS projects and Mayor Ancira reiterated his desire to see plans for a leadership class move forward.

10. EXECUTIVE SESSION. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.074 to discuss personnel matters.

- Midyear evaluation of City Manager, Jim D. Dunaway.

Mayor Ancira and council members retired to closed session at 6:43 pm.

11. CONSIDER ACTION FOR EXECUTIVE SESSION.

Council returned to open session at 7:46 pm and Mayor Ancira stated that no action or vote was taken during the executive session.

He then announced that Mr. Dunaway plans to retire at the end of the year.

ADJOURN

With no further business; Mayor Ancira adjourned the meeting at 7:47 p.m.

Jesse Ancira, Jr., Mayor

ATTEST:

Susan Brock, City Clerk



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 2

Agenda Title: Adopt Ordinance 2013-20 regarding assignment and seniority pay for certain assignments within the fire and police departments.

Council Action to be taken: Approve by consent Ordinance 2013-20

Initiating Department: Police/Fire

Staff Contact: Pat Ekiss, Fire Chief
Henry Fluck, Police Chief

1. INTRODUCTION/PURPOSE

The proposed FY 2013-14 budget includes a continuation of assignment pay and seniority pay for both firefighters and police officers. This is a continuation of an original Ordinance approved in 2004, renewed annually at budget time.

2. DESCRIPTION/ JUSTIFICATION

Both police and fire departments utilize Council approved assignment pay for skilled positions and the police department has implemented a seniority plan (with Council approval) in order to attract experienced and skilled law enforcement personnel.

Action on this item is actually a housekeeping issue and is done each year in conjunction with the approval of the new fiscal year's budget.

3. FINANCIAL/BUDGET

Impact on budget has already been projected and included in proposed budget.

4. TIMELINE CONSIDERATIONS

This ordinance was introduced at the September 5th Council meeting and is now under consideration to be approved by consent at this meeting.

5. RECOMMENDATION

Approve by consent.

6. REFERENCE FILES

2a. [Ordinance 2013-20](#)

ORDINANCE NO. 2013-20

AN ORDINANCE CREATING “ASSIGNMENT PAY” FOR CERTAIN ASSIGNMENTS WITHIN THE FIRE AND POLICE DEPARTMENTS; SENIORITY PAY” IN THE POLICE DEPARTMENT; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND AN EXPIRATION DATE FOR THIS ORDINANCE.

WHEREAS, the City of Taylor adopted Chapter 143 of the Texas Local Government Code for its police and fire departments;

WHEREAS, there are specialized assignments within the Fire and Police Departments and certain firefighters and police officers perform that are not performed by every firefighter and police officer;

WHEREAS, § 143.042 of the Texas Local Government Code states that the governing body of a municipality may authorize assignment pay for fire fighters or police officers who perform specialized functions in the Fire or Police Department;

WHEREAS, § 143.042 (c) of the Texas Local Government Code requires that the governing body must set forth in an ordinance the amount of assignment pay and the conditions under which it is to be payable to members of the Fire and Police Department;

WHEREAS, § 143.043 of the Texas Local Government Code permits municipalities to authorize assignment pay for members of the Police Department who perform the duties and responsibilities of the field training officer program;

WHEREAS, the City Council has the authority under § 143.041 of the Texas Local Government Code to set seniority pay for classified positions;

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

SECTION 1.

That the matters and facts set forth in the preamble are hereby found to be true and are incorporated by reference into this Ordinance.

SECTION 2.

The assignment of “Medical Officer” is a specialized function within the Taylor Fire Department and that assignment involves review and responsibility over medical functions of the Department. There is one (1) member of the Fire Department who is assigned to serve as the “Medical Officer.” When a member is designated by the Fire Chief or his designee to serve as the “Medical Officer” for the Department, that member is entitled to receive One Thousand Dollars (\$1,000.00) per year as assignment pay.

SECTION 3.

The assignment of “Inspector” is a specialized function within the Taylor Fire Department and that assignment involves performing inspections, writing reports, and taking enforcement actions for the Department and satisfying the requirements set forth by HB 3866 (81R). There are six (6) members of the

Department who may be assigned to serve as “Inspector.” When a member is designated by the Fire Chief or his designee to serve as “Inspector” for the Department, that member is entitled to receive Four Hundred and Seventy Five Dollars (\$475.00) per year as assignment pay.

SECTION 4.

The assignment of “Fire Investigator” is a specialized function within the Taylor Fire Department and that assignment involves investigating the causes and sources of fires and writing reports regarding the results of those investigations for use by the Department and the public. There are six (6) members of the Department who may be assigned to serve as a “Fire Investigator.” When a member is designated by the Fire Chief or his designee to serve as “Fire Investigator” for the Department, that member is entitled to receive Three Hundred Dollars (\$300.00) per year as assignment pay.

SECTION 5.

The assignment of “Criminal Investigator-Detective” is a specialized function with the Taylor Police Department and that assignment involves investigating higher-grade misdemeanors and felonies for prosecution in County and District Court. When a department member is designated by the Police Chief or his designee to serve as “Criminal Investigator - Detective” for the Department, that member is entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay.

SECTION 6.

The assignment of “Sergeant-Criminal Investigations” is a specialized function with the Taylor Police Department and that assignment involves responsibility and oversight for all criminal investigations of higher grade misdemeanors and felonies undertaken by the Taylor Police Department. There is one (1) member of the Police Department who may be assigned to serve as “Sergeant-Criminal Investigations”. When a member is designated by the Police Chief or his designee to serve as “Sergeant-Criminal Investigation” for the Department, that member is entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay.

SECTION 7.

The assignment of “Field Training Officer” is a specialized assignment within the Taylor Police Department. The assignment of “Field Training Officer” involves training and evaluating police recruits on the policies, practices, and procedures of the Taylor Police Department. The Police Chief or his designee assigns capable Police personnel to this position of responsibility in accordance with his or her demonstrated knowledge and familiarity with the Field Training Officers Program. Because the assignment of “Field Training Officer” requires additional and specialized duties, members who are assigned to perform these duties are entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay during the time period that the members are performing the duties of “Field Training Officer,” i.e., when that member has a probationary police officer assigned to him or her.

SECTION 8.

The terms of this ordinance and/or any payment of “assignment pay” do not apply to a member who is performing any of these duties on a “step-up” “acting” or any other temporary basis.

SECTION 9.

The City Council deems that police officers who are hired with prior full-time paid law enforcement experience will be placed on the City of Taylor's Police Department Step Plan Pay Scale based on the following formula:

Police officers with prior full-time paid experience with any state, county or municipal law enforcement agency that has fifteen (15) or more full-time paid officers during the term of service by that officer, shall be deemed to have one year of seniority with the Taylor Police Department for each full calendar year served with that agency.

Police officers with prior full-time paid experience with any state, county or municipal law enforcement agency that has fourteen (14) or fewer full-time paid officers during the term of employment by that officer shall be deemed to have one-half year's seniority with the Taylor Police Department for each full calendar year served with that prior law enforcement agency.

SECTION 10.

Officers shall remain in that designated seniority step on the Step Plan Pay Scale until the officer attains the equivalent seniority as a full-time paid police officer with the City of Taylor Police Department.

SECTION 11.

The effective date of this ordinance is October 1, 2013 but shall expire and have no effect after September 30, 2014.

SECTION 12.

All other ordinances, parts of ordinances or resolutions in conflict with this ordinance are hereby repealed.

SECTION 13.

In accordance with Article 8 of the City Charter, Ordinance No. 2013-20 was introduced before the Taylor City Council on the 5th day of September, 2013.

PASSED, APPROVED, and ADOPTED on the 24^h day of September, 2013.

APPROVED

Jesse Ancira, Jr., Mayor

ATTEST

Susan Brock, City Clerk

Ordinance 2013-20



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 3

Agenda Title: Consider setting the public hearing date to open the 30-day comment period regarding the renaming of Gravel Pit Road to Schroeder Lane.

Council Action to be taken: Consider setting the public hearing date

Initiating Department: Planning and Development

Staff Contact: Bob van Til, Director

1. INTRODUCTION/PURPOSE

Consider setting October 24, 2013 as a public hearing date and start the 30-day comment period to receive comments for renaming Gravel Pit Road to Schroeder Lane.

2. DESCRIPTION/ JUSTIFICATION

The City received a letter from Mr. and Mrs. Ivan Leschber requesting to change the name of Gravel Pit Road to Schroeder Lane. The enclosed letter provides a brief history and reasoning for the proposed name change.

The property owners along Gravel Pit Road were mailed a notice of the proposed name change to solicit their input. Moving forward, an advertisement will be placed in the Taylor Daily Press and also on the City's web site. Persons interested in the process are encouraged to suggest names and participate in the street naming process.

3. FINANCIAL/BUDGET

N/A

4. TIMELINE CONSIDERATIONS

A 30-day comment period will be allowed to receive input for street names.

5. RECOMMENDATION

Staff recommends that the Council open the 30-day comment period for changing the street name Gravel Pit Road to Schroeder Lane, and set October 24, 2013 for the public hearing date by consent.

6. REFERENCE FILES

- 3a. [Map of Gravel](#) Pit Road with property owners
- 3b. [Letter from](#) Mr. and Mrs. Ivan Leschber

OLD THORNDALE

Johns Community Hospital &
St Paul Lutheran Church

Shirley
Klima

Harold E Hansen, JR. &
Brenda

Tracy Shirley

Elinor Marie Brinkmeyer

Roxie Johnson Carpenter

Lela J Kaderka

City of Taylor

Norman Klotz

Doneldia S Seggern

Lillian & Larry Pelchat

Shirley June Moore Ford Trust

CRESTVIEW

MOCKINGBIRD

MARIPOSA

4TH

Gravel Pit Rd
Easement



This map is created by the City of Taylor, Texas, Planning and Development Department.
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7-24-13

**CITY OF TAYLOR
ROAD/STREET NAME CHANGE REQUEST**

I would like to request the City of Taylor, with council approval, to change the name of "Gravel Pit Road" to "Schroeder Lane."

City officials had already agreed to change the name of the "lane", given by the heirs of Albert Schroeder to be named "Schroeder Lane" when completed. Unfortunately, we have been told that the county is delaying or refusing to build the road which would connect Highway 79 to Turner Road, which is East Lake Drive, extended. We are disappointed that this road was never built because it would have given EMS/Fire Trucks or any other emergency vehicles access to Thorndale Road east of the railroad tracks. When a train is stopped on the RR crossing on Thorndale Road, the only other feasible way to get to citizens living on Thorndale Road is to go around to Highway 79 and then Gravel Pit Road, which in places is barely one car width wide.

History of land: Henry Schroeder purchased the land north of Thorndale Road that ran approximately ¼ mile east of the railroad tracks to the Farm to Market Road that runs in front of the S.P.J.S.T Hall. The Henry Schroeder home is still very well kept and is a local Bed and Breakfast. The home is located north of the Old Farmer's Station.

There are four generations of the Henry Schroeder family that live lived or still reside on Thorndale Road today. During the years around W.W. II there were four children of Henry Schroder that either farmed or operated dairies on the land that once belonged to their fathers. Albert and Charlie operated dairy farms. Mamie (Schroeder) Leschber was a housewife, while her sister, Emma Schroeder Stoll's husband was a farmer and a carpenter.

During the years that followed Raymond Schroeder and Ivan ~~Leschber~~ have built homes on the former Schroeder land.

If the county/city chose to build the road, on the land that was originally given to the City of Taylor by Raymond Schroeder, the entire road could remain named Schroeder Land.

Thank you for your consideration of this request. After the name change, I also hope the city will see the need to resurface the new "Schroeder Lane."



Ivan and Barbara Leschber
1301 Thorndale Road
Taylor, TX 76574
512-365-3185



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 4

Agenda Title: Consider awarding contracts to Precision Construction, LLC and to Valdez Remodeling and Weatherization, Inc. under the Amy Young Barrier Removal Program Contract No. 1001593 with the Texas Department of Housing and Community Affairs.

Council Action to be taken: Consider award by consent agenda

Initiating Department: Planning and Development

Staff Contact: Bob van Til, Director

1. INTRODUCTION/PURPOSE

The purpose of this item is to award five bids for the Amy Young Barrier Removal Program. This is the third round of awards since the City joined the program in 2012.

Mr. Robb Stevenson, with Langford Community Management, will at the meeting to answer any questions the Council may have.

2. DESCRIPTION/ JUSTIFICATION

The Amy Young Barrier Removal (AYBR) Program provides grants of up to \$20,000, in combined hard and soft (administrative) costs, for Persons with Disabilities, whose household income does not exceed 80% of the Area Median Family Income (AMFI). The grants provide modifications necessary for accessibility and the elimination of substandard or hazardous conditions within the homes to be assisted.

A bid opening was held on September 13, 2013 at the City of Taylor City Hall. Due to the possibility that all items identified during the inspection and work write-up process would not be able to be addressed with the limited amount of funding, the work to be performed on each of the homes was divided into base bid items, those deemed essential to the scope of work, and alternate bid items to be added in order of ranked priority pending available funding.

The amount of available funding was announced at the bid opening as \$18,200. The low bidder for purposes of an individual contract award is the responsible bidder offering the

lowest aggregate price for the base bid plus those alternatives for a given home that provide the most features of work within the funds available for each home at the bid opening. Therefore, should the total bid for a given home (base bid plus all alternate bids) exceed the amount of funding available at bid opening, the actual award will not be based on the total bid for the individual home, but rather the greatest amount of features of work that can be provided for the amount of available funds. However, if bids are high, the City reserves the right to add funds to any individual home in order to allow the most important items in a scope of work to be completed.

Please see the attached spreadsheet detailing the projected awards highlighted in yellow that include the base bid items plus those alternate bid items which were able to be included in the amount of available funding. The recommended project award highlighted in red indicates a negotiated amount. Negotiations with both bidders were necessary as both bids were above the budget indicated at the bid opening to determine the winning bidder.

3. FINANCIAL/BUDGET

The program is funded by the State. However, for the Project on 1001 Vance, with the award of the contract to Valdez, the City will contribute \$1,025 from the Weatherization Account to complete this project.

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Staff recommends that the Council award four of the five projects to Precision Construction, LLC, and one project to Valdez Remodeling and Weatherization, Inc. in accordance with the list below:

Precision – 108 Franklin, 804 Booth, 433 Annie, 2300 Smith
Valdez – 1001 Vance

6. REFERENCE FILES

4a. [Bid Summary Sheet](#)

Contractor: Precision Construction, LLC

HOMEOWNER	ADDRESS	BASE BID	ALT #1	ALT #2	ALT #3	TOTAL	PROJ. AWARD
Lechler	108 Franklin St.	\$17,650.00	\$1.00	\$1.00	\$1.00	\$17,653.00	\$17,653.00
Zachary	804 Booth St.	\$17,100.00	\$1.00	\$1.00	\$1.00	\$17,103.00	\$17,103.00
Erickson	1001 Vance St.	\$23,300.00	\$600.00	\$150.00	\$150.00	\$24,200.00	
Kiernan	433 Annie St.	\$17,000.00	\$1.00	\$1.00	n/a	\$17,002.00	\$17,002.00
Bingham	2300 Smith Ave.	\$16,100.00	n/a	n/a	n/a	\$16,100.00	\$16,100.00

Contractor: Valdez Remodeling & Weatherization, Inc.

HOMEOWNER	ADDRESS	BASE BID	ALT #1	ALT #2	ALT #3	TOTAL	PROJ. AWARD
Lechler	108 Franklin St.	\$19,545.00	\$925.00	\$900.00	\$500.00	\$21,870.00	
Zachary	804 Booth St.	\$28,825.00	\$500.00	\$975.00	\$1,356.00	\$31,656.00	
Erickson	1001 Vance St.	\$20,150.00	\$525.00	\$45.00	\$45.00	\$20,765.00	\$19,225.00
Kiernan	433 Annie St.	\$16,760.00	\$1,400.00	\$175.00	n/a	\$18,335.00	
Bingham	2300 Smith Ave.	\$22,775.00	n/a	n/a	n/a	\$22,775.00	

Note: \$19,225 is the negotiated projection. Both bidders were above the \$18,200 budget.



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 5
Agenda Title: Proclamation: Recognizing City Employee Joel Graham
Council Action to be taken: Mayor will read Proclamation.
Initiating Department: City Administration
Staff Contact: Jeff Straub, Assistant City Manager

1. INTRODUCTION/PURPOSE

This item asks the Mayor to proclaim and recognize Wastewater Treatment Plant Operator Joel Graham for actions he took in assisting an individual that had fallen outside of BBVA/Compass Bank on August 12th, 2013.

2. DESCRIPTION/ JUSTIFICATION

City Administration received the following report via email from Theresa Pore, BBVA/ Compass Retail Executive:

Mr. Graham was at the ice/ water stand when he got out of his vehicle and noticed that a lady seemed to be lying down on our sidewalk. Mr. Graham instantly stopped what he was doing and ran over to offer help. He helped "Mrs. T" sit up- seeing that she was out of it- he stood with her for a few moments while she recovered herself. Once she appeared to be coherent, Mr. Graham came inside the bank and informed us that she had appeared to have fallen.

Mr. Graham helped "Mrs. T" stand and walked her with the help of several BBVA Compass Employees into the banking center. Mr. Graham offered to hang around and help with any accident report. I called Mr. Graham after the accident and thanked him for his service, he said "It is the right thing to do"- so many others would just drive on by. Mr. Graham showed that he truly cares for others and our community should be proud to have him as a member and an employee

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Mayor will present proclamation.

6. REFERENCE FILES

5a. [Proclamation](#)

PROCLAMATION

In Recognition of Exemplary Service By City Employee Joel Graham

WHEREAS, Joel Graham is a City of Taylor employee in good standing; and

WHEREAS, while on or about August 12th, 2013, his duties placed him in the area of Lake Drive and Main Street, near the BBVA/Compass Bank; and

WHEREAS, while at that location, Mr. Graham observed that a woman had fallen and was lying on the sidewalk. Mr. Graham immediately went to her aid while she regained her composure and helped her into the bank where she could receive further aid; and

WHEREAS, Mr. Graham's actions clearly demonstrated an exemplary level of care and service above and beyond his job duties.

THEREFORE, I, Jesse Ancira, Jr., as the Mayor of the City of Taylor, do hereby proclaim that

JOEL GRAHAM

Is recognized and lauded for his unselfish service to an individual in need.

PROCLAIMED this the 24th day of September, 2013.

Jesse Ancira, Jr., Mayor



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 6

Agenda Title: Proclamation: National Night Out, October 1, 2013.

Council Action to be taken: Mayor will read Proclamation.

Initiating Department: Taylor Police Department

Staff Contact: **Henry Fluke, Police Chief**
Beth Wilkes, Taylor Police Department

1. INTRODUCTION/PURPOSE

This item is added asking the Mayor to proclaim National Night Out on October 1, 2013, in an effort to promote the crime and drug prevention event in Taylor.

2. DESCRIPTION/ JUSTIFICATION

National Night Out is sponsored by the National Association of Town Watch (NATW) and co-sponsored by the Taylor Police Department. The event involves over 11,000 communities nationwide and is also supported by the U. S. Department of Justice, Bureau of Justice Assistance.

This program is designed to heighten crime and drug prevention awareness, generate support for and participate in local anticrime efforts, strengthen neighborhood spirit and police community partnerships and to send a message to criminals letting them know neighborhoods are organized and fighting back.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

The event is scheduled for Tuesday, October 1st from 5 pm to 9 pm. Residents in Taylor are asked to lock their doors, turn on outside lights and spend the evening outside with neighbors and police. Neighborhoods in Taylor will be hosting block parties, visits from police, flashlight walks and youth activities. Taylor Police will be visiting different neighborhoods throughout the city and giving suggestions on how to make families and neighborhoods safer.

5. RECOMMENDATION

Mayor will present proclamation.

6. REFERENCE FILES

6a. [Proclamation](#)

PROCLAMATION

National Night Out

WHEREAS, the National Association of Town Watch is sponsoring a national crime, drug and violence prevention program on October 1st, 2013, entitled “National Night Out”; and

WHEREAS, the 30th Annual National Night Out provides an opportunity to join with other communities in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, the City of Taylor plays a vital role in assisting the Taylor Police Department through joint crime, drug and violence prevention efforts in Taylor; and

WHEREAS, all citizens of Taylor must be aware of the importance of crime prevention programs and the impact their participation has on reducing crime, drugs and violence in Taylor; and

NOW, THEREFORE, as Mayor of the City of Taylor, I do hereby proclaim October 1, 2013 as “NATIONAL NIGHT OUT” in the City of Taylor and urge all citizens of Taylor to become aware of and support these efforts.

PROCLAIMED this the 24^h day of September, 2013.

Jesse Ancira, Jr., Mayor



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 7

Agenda Title: Proclamation: October is Fire Prevention Month

Council Action to be taken: Mayor to present proclamation; Chief Ekiss will accept on behalf of his department.

Initiating Department: Fire Department

Staff Contact: Pat Ekiss, Fire Chief

1. INTRODUCTION/PURPOSE

This item urges all citizens of Taylor to protect their homes and families through fire prevention.

2. DESCRIPTION/ JUSTIFICATION

Since 1922, Fire Prevention Week has been observed on the Sunday through Saturday period in which October 9 falls. The National Fire Protection Association is the official sponsor of Fire Prevention Education and their theme this year is “Prevent Kitchen Fires” which encourages our citizens to learn how to keep cooking fires from starting.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

Fire Prevention Month is October of each year.

5. RECOMMENDATION

Recognize the month of October, 2013 as Fire Prevention Month.

6. REFERENCE FILES

7a. [Proclamation](#)

PROCLAMATION

FIRE PREVENTION MONTH

WHEREAS, fire is a serious public safety concern and the City of Taylor is committed to ensuring the safety of all those living in and visiting our city; and

WHEREAS, the City of Taylor Fire Department is dedicated to reducing the occurrence of deaths and injuries from home fires through prevention and education; and

WHEREAS, the 2013 Fire Prevention theme is “Prevent Kitchen Fires” reminds us all of the simple actions we can take to stay safe from fire in the home and when especially when cooking in the kitchen.

NOW, THEREFORE, I, Jesse Ancira, Jr., Mayor of the City of Taylor, Texas, do hereby proclaim the month of October, 2013 as

FIRE PREVENTION MONTH

PROCLAIMED this the 24th day of September, 2013.

Jesse Ancira, Jr., Mayor
City of Taylor



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 8
Agenda Title: Recognize Finance Department for receiving the Distinguished Budget Presentation Award from the Government Finance Officers Association for Fiscal Year 2012/2013.

Council Action to be taken: Mayor to Recognize Finance Department

Initiating Department: City Administration

Staff Contact: Jim D. Dunaway, City Manager

1. INTRODUCTION/PURPOSE

Please see the enclosed information from the Government Finance Officers Association (GFOA) that awards the City of Taylor, in particular Rosemarie Dennis and her staff, the Distinguished Budget Presentation Award for last fiscal year's budget preparation. This is the fifth (5th) year to receive this award and another indication of the hard work that Rose and her department accomplish on behalf of the City of Taylor and its citizens.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

8a. [GFOA Letter, Press Release](#)



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

June 22, 2013

Mr. Jim Dunaway
City Manager
City of Taylor
400 Porter Street
Taylor, TX 76574

Dear Dunaway:

I am pleased to notify you that City of Taylor, Texas has received the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

Finance Department

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

Stephen J. Gauthier, Director
Technical Services Center

Enclosure



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

June 22, 2013

PRESS RELEASE

For Further Information Contact
Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **City of Taylor, Texas** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Finance Department**.

For budgets including fiscal period 2012, over 1,340 entities are expected to received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a nonprofit professional association serving over 17,800 government finance professionals throughout North America. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.



City Council Meeting September 24, 2013

Agenda Item Transmittal

Agenda Item #: 9

Agenda Title: Consider introducing Ordinance 2013-19 amending the 2012/13 fiscal year budget.

Council Action to be taken: Introduce Ordinance 2013-19 which amends the FY2012-13 budget

Initiating Department: Finance Department

Staff Contact: Rosemarie Dennis, Director

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is to introduce Ordinance 2013-19 which amends the FY2012/2013 budget.

2. DESCRIPTION/JUSTIFICATION

The purpose of a Budget Amendment is to amend the current Fiscal Year Budget based on changes or events that have occurred in months between October 1, 2012 through September 2013 that require either funding beyond what was appropriated at the beginning of the fiscal year or a modifications from the original amounts. Below summarizes the funds that are being amended.

To assist you in reviewing these particular documents, a summary of the contents of each are provided below in the order that each section appears in the packet.

- ❖ **Exhibit A** – This attachment is part of the ordinance and specifies the items that are recommended to be amended by fund and category. This document describes the purpose of needing to change a particular category or line item within the category and/or line item.
- ❖ **Ordinance No. 2013-19** – This is the official document that formalizes adoption of the changes contained in Exhibit A Budget Amendment.

While a considerable amount of work goes into formulating the budget each year, there are several things that may occur or happen that require changes to the budget. Obviously, some

type of emergency situations can occur that require immediate attention. For instance, unexpected repairs to City vehicles, such as the fire truck and engine repair work by various departments, may require additional appropriations to be made. In other cases, some transactions may span or crossover into the next fiscal year due to timing issues such as 380 agreements or invoices being received well into the next fiscal year. Also, the amendment includes items that staff brought before Council for approval which appropriation were not budgeted for, but received approval from City Council. Grants and donations that we receive are recorded as revenue but the expenditures for these proceeds are not recognized in the budget until the budget is amended.

While staff works diligently to improve the budget process every year; there are still some things that may get overlooked during the process. There are expenditures that are paid on an annual basis which may vary year to year in cost. Other expenditures that were needed were basically just to carry the department through to the end of the fiscal year while some line items were reduced for savings.

Comments on each of the Amended Funds:

General Fund - The net adjustment to General Fund revenues is an increase of \$469,914 or 4.3% over the original budget of \$10,809,889. The amended amount to revenues is \$11,279,803. With being so near to end year, a much more accurate projection can be made to revenues. As shown in Exhibit A, increases can be seen as well as anticipated shortfalls from the original budget.

Summarizing the increases in appropriations is seen in the categories of:

- Taxes- (\$215,670) Sales tax has performed and exceeded what was anticipated. Decreases are reflected in property tax and franchise tax. Please note that in the adopted budget Peg Fees were initially included in the cable line item. According to Chapter 66 of the Texas Utilities Code, peg fees must be accounted for separately and has restriction on how the fund may be used.
- Permits and licenses- (\$15,600) Majority of this increase is seen in building permits for this category.
- Intergovernmental revenue-(\$33,572) several small local and state grants were received by the city which were not included in the budget.
- Fines and forfeiture- (\$4,100) projected that this category will reflect an increase in fines collection.
- Assessments- (\$22,307) Due to new development, increases are seen in the weatherization program and future park fees. Included in this category is payment of claims which accounts for any insurance or legal payments. A payment from TML on an insurance claim accounts for the majority of this increase.
- Use of money and property- (\$116,148) Included in this category is miscellaneous revenue which is difficult to forecast. Any revenue received which does not fall in any of the other categories fits in this category. Included in this category are reimbursements which the City received \$99,113 for TDEC portion on a 380 agreement. Of this amount \$37,113 was reimbursed back to TEDC as an overpayment. This reimbursed is reflected in the General Fund expenditures.

- Donations from Private Sources- (\$65,671) Donations received are dedicated for the Moody Museum, trees, parks and public safety.
- Proceeds of fixed assets-(\$9,000) Sale of Vance Street property.

Decreases are in the category of:

- Charges for Services- (\$12,054) Adjusted to reflect the shortfall in this category.

On the expenditure side, the total adjustment needed is \$1,030,606 in additional appropriations from the original budget of \$10,809,889. This is a 9.5% increase from the adopted budget. The amended amount is \$11,840,495. As seen in Exhibit A, the increases and decreases by departments are reflected. The amended expenditures are shown to be at \$11,840,495. In this amount is \$409,969 that was set aside and earmarked to be used for salaries and capital outlay. This was annotated in the CAFR for year ended of FY2011-12 as assigned fund balance. The use of these funds is reflected in this budget amendment. In this budget amendment it includes 380 agreements that were not budgeted, use of assigned funds (salaries & capital outlay) and unexpected expenditures. Listed below summarizes the most noted expenditures that has impacted the General Fund.

➤ Police Vehicles	\$157,732
➤ Street & Grounds Equipment	\$ 44,477
➤ Computers/Servers/Licenses	\$ 42,319
➤ 380 Agreements	\$343,181
➤ Concrete for basketball court	\$ 22,424
➤ Walnut Clearing-TEDC reimb.	\$ 12,200
➤ Reimbursement/overpayment TEDC	\$ 37,114
➤ Under projected overtime for police& fire	\$ 90,540
➤ Incentive Pay granted by Council	\$ 57,805
➤ Amy Young Barrier Grant –overage	<u>\$ 1,006</u>
	\$808,798

In summary, with the adjustments in appropriations to revenues and expenditures, the net result is a deficit of \$560,692. Taking into consideration that \$409,969 has been reserved to be used from the total fund balance. The net effect projected is the use of \$150,723 from the unassigned fund balance. This will leave the unassigned fund balance to be estimated at \$3,385,166, which is three and half months of operating funds.

Special Revenue Funds – The Tax Increment Financing Fund (TIF), Hotel/Motel Fund, Texas Capital Fund, Main Street Revenue Fund, Municipal Court Special Revenue Fee Fund, and Library Donation/Grant Fund are in need of amending.

TIF Fund- Preliminary values were used during the budget process, this budget amendment is to adjust to actual. A request by staff for the use of TIF funds was brought before Council for HDI Plastics. The initial request from HDI was \$35,000 and Council approved appropriation in the

amount of \$25,000 to come from TIF and \$10,000 from the General Fund. Included in this amended budget is \$20,000 which is for a payment on a 380 agreement.

Texas Capital Fund- This is a pass through fund account. TCAT pays the City and the City in turn pays the State. It was brought to our attention in July that a payment of \$2,085 had been missed back in October 2006. This was researched and verified to be correct that a payment was missed.

Main Street Revenue Fund- Revenues were adjusted to actual. Council had approved the additional appropriations for the rental assistance program in the amount of \$20,000. From this amount \$13,600, is included in this budget amendment. This is all that will be expended in the current year.

Municipal Court-Security & Technology Fund- No changes to revenues. However, additional appropriations are needed in expenditures. Courts had experienced some technical issues with their computers which required a need to replace existing computers. In addition, a color copier was purchased with technology funds.

Library Grant/Donation Fund- It is very difficult to put together a budget, since all of the proceeds are from grants and donations. Grant awards are not always awarded during the budget process and funding for these awards may result in a budget amendment. So, for the most part assumptions are made when putting this budget together. Most of the grants are expected to be expended within a time period. Some revenues and expenditure may carry over year to year. Council did approve use of Louis Ned funds for computers and books in the amount of \$7,000.

Debt Service Funds:

General I & S (Tax Supported Debt) Fund and Utility I & S- Both funds are being amended to reflect actual debt payments made this fiscal year. This is due to the refinancing of the 2003 and 2005 Certificate of Obligation completed in November of 2012. This did decrease our debt payments for February and August and reflects in this amendment.

Other Funds:

Roadway Impact Fee Fund- There are no changes to revenues from the original adopted budget. The 380 Agreement with McCoy's requires that this fund be amended to reflect the reimbursement for construction improvements on N. Main and TH Johnson Drive for streets and paving.

Water & Wastewater Impact Fee Fund- Modification made to revenue to reflect closer to actual. The expenditure incurred also relates to the 380 agreement with McCoy's for the water and wastewater construction at the site. This also includes a carryover for expenditures relating to the water and wastewater impact study.

Proprietary Fund:

Utility Fund- Modification made to revenue to reflect closer to actual. Water sales are not coming in as projected. The weather plays an important part in water sales. A 3.5% decrease is projected from the adopted budget.

Total expenditures were reduced also to reflect to actual. In the Non-Departmental, treated water was budgeted at \$1,462,023 and in June 2013 we were notified by BRA that we will not incur an excess water charge. Therefore, the expenditure is being reduced by \$194,258. Because of the savings the City Manager submitted a request back in July for capital needs in the Utilities. A jet machine, backhoe and utility were purchased totaling \$188,359 (this amount is transferred to the Fleet Replacement Fund). Also, we encountered a small savings through the refunding efforts done last year on Series 2003 Certificate of Obligations. Debt payments were reduced by \$18,314.

Overall, with reductions in revenues and expenditures the amended budget is balanced.

Airport Fund- Revenues are anticipated to come in slightly higher than budgeted due to hanger rental and fuel sales at the airport. Due to the increase fuel sales, the cost has also increased.

Cemetery Fund- Revenues from the original budget amounts are modified to reflect closer to actual. This includes a transfer into the Cemetery Fund in the amount of \$20,000 from the Louis Ned funds to off-set the cost of security gates at the Cemetery as approved by Council. Expenditures were modified to reflect closer to actual.

Internal Service Funds:

Fleet Services Operating Fund – Expenditures for this fund were mainly due to vehicle repairs that were unforeseen. This had an adverse affect on the rates that are charged to the individual departments. This fund requires additional funding of \$17,202.

Fleet Replacement Fund – This fund is being amended to reflect the purchase of capital equipment. The amended budgeted reflects a deficit of \$30,692 and taking from fund balance.

As noted in the previous financial reports to City Council, five (5) Kubota zero turn mowers and one (1) Genie Lift Boom were purchased in February and March in the amount of \$86,088. Three fully equipped police vehicles were purchased in the amount of \$133,704. A request to City Council for an additional police vehicle (\$24,028) was approved and in July. The City Manager made a request for purchasing a jet machine, backhoe and truck for the Utility Fund in the amount of \$188,361. Payments are made in this fund as replacement fees. These are transfers come from the General Fund and Utility Fund to cover the cost. This also includes the capital lease agreements of \$102,045.

3. FINANCIAL/BUDGET

The impact of this budget amendment on the various funds is as follows:

Fund	Revenues		Expenditures		Net Profit/ (Loss)	
	Adopted Budget	Amendment #1	Adopted Budget	Amendment #1	Adopted Budget	Amendment #1
General Fund	\$ 10,809,889	\$11,279,803	\$10,809,889	\$11,840,495	\$ -0-	\$ (560,692)
Special Revenue:						
TIF Fund	\$ 101,952	\$ 106,210	\$ 20,000	\$ 65,000	\$ 81,952	\$ 41,210
Texas Capital Fund	\$ 25,023	\$ no change	\$ 25,023	\$ 27,108	\$ -0-	\$ (2,085)
Main Street Program	\$ 15,800	\$ 17,828	\$ 32,500	\$ 44,632	\$ (16,700)	\$ (26,804)
Cemetery Land Purch.	\$ 2,600	\$ 1,021	\$ -0-	\$ 20,000	\$ 2,600	\$ (18,979)
Municipal Court-Security & Tech Fund	\$ 17,000	\$ no change	\$ -0-	\$ 12,967	\$ 17,000	\$ 4,033
Library Grant/Donation	\$ 11,285	\$ 11,480	\$ 10,000	\$ 21,818	\$ 1,285	\$ (10,338)
Debt Service Funds:						
General I&S	\$ 1,807,209	\$ 1,907,215	\$ 1,807,509	\$ 1,816,187	\$ (300)	\$ 91,028
Utility I &S	\$ 2,327,091	\$ 2,308,777	\$ 2,327,091	\$ 2,308,777	\$ -0-	\$ -0-
Other Funds						
Roadway Impact	\$ 22,000	\$ no change	\$ -0-	\$ 135,362	\$ 22,000	\$ (113,362)
Water & WW Imp Fund	\$ 21,000	\$ 44,242	\$ -0-	\$ 152,255	\$ 21,000	\$ (108,013)
Proprietary Funds:						
Utility Fund	\$ 7,316,500	\$ 7,061,575	\$ 7,316,500	\$ 7,061,575	\$ -0-	\$ -0-
Airport Fund	\$ 475,022	\$ 487,972	\$ 474,504	\$ 506,623	\$ 518	\$ (18,651)
Cemetery Fund	\$ 176,550	\$ 185,523	\$ 187,391	\$ 186,973	\$ (10,841)	\$ (1,450)
Internal Service Funds:						
Fleet Operating Fund	\$ 653,443	\$ 670,645	\$ 653,443	\$ 670,645	\$ -0-	\$ -0-
Fleet Replacement	\$ 102,045	\$ 503,534	\$ 102,045	\$ 534,226	\$ -0-	\$ (30,692)

4. RECOMMENDATION

Consider Ordinance 2013-19 introduced.

5. REFERENCE FILES

9a [Exhibit A Budget Amendment](#) FY2012-13

9b [Budget Amendment Ordinance](#) 2013-19

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

	Adopted Budget	Amended Budget		Difference Add/(subtract)
100 -- GENERAL FUND				
Revenue				
310 Taxes:				
110 <u>Current Property Taxes</u>				
111 Current Property Taxes	\$ 4,358,597	\$ 4,310,000	\$	(48,597)
112 Delinquent Taxes	65,000	65,000	\$	-
113 Prop.Tax-Penalty/Int.	38,000	43,000	\$	5,000
Subtotal 110	\$ 4,461,597	\$ 4,418,000		\$ (43,597)
120 <u>Sales and Use Tax</u>				
121 City Sales Tax	\$ 2,300,000	\$ 2,573,231	\$	273,231
Subtotal 120	\$ 2,300,000	\$ 2,573,231		\$ 273,231
130 <u>Franchise Tax</u>				
131 Telephone	\$ 60,000	\$ 68,500	\$	8,500
132 Gas	97,000	96,777		(223)
133 Mixed Beverage Drinks	2,300	2,871		571
134 Electric	487,800	466,125		(21,675)
135 Cable	160,830	125,231		(35,599)
136 Solid Waste Collection	155,000	161,000		6,000
137 Peg Fees	-	28,462		28,462
Subtotal 130	\$ 962,930	\$ 948,966		\$ (13,964)
140 <u>Other Taxes</u>				
141 Occ. Tax/Skill Games	\$ 285	\$ 285	\$	-
142 Occ. Tax/Mfg Homes	500	500		-
Subtotal 140	\$ 785	\$ 785		\$ -
310 Taxes Total	\$ 7,725,312	\$ 7,940,982		\$ 215,670
320 Permits and Licenses				
150 <u>Development Permits</u>				
151 Plat/Zoning Fees	\$ 5,500	\$ 5,500	\$	-
152 Building Permit Fees	40,000	60,000		20,000
153 Elec. Permits/Licenses	6,000	8,000		2,000
154 Plumbing Permit Fees	6,500	7,000		500
155 Gas Permit Fee	5,000	2,000		(3,000)
156 Mechanical Permit Fee	6,500	4,000		(2,500)
Subtotal 150	\$ 69,500	\$ 86,500		\$ 17,000
160 <u>Business and Other Licenses</u>				
162 Beer/Liquor Licenses	\$ 6,000	\$ 3,600	\$	(2,400)
163 Dog Tag Licenses	5,500	5,500	\$	-
164 Misc. Business Lic./ Permits	10,000	11,000	\$	1,000
Subtotal 160	\$ 21,500	\$ 20,100		\$ (1,400)
320 Permits/Licenses Total	\$ 91,000	\$ 106,600		\$ 15,600
330 Intergovernmental Revenue				
219 Other Federal Grants	-	510		510
Subtotal 210	\$ -	\$ 510		\$ 510
230 <u>Local Grants, Contributions, Reimbursements</u>				
232 Capital Area Planning (CAPCO)	\$ -	\$ 750	\$	750
235 TISD (Police Officer Reimburse.)	42,000	40,700		(1,300)
237 County/Local Grant	-	9,942		9,942
238 Local Reimbursement	-	8,926		8,926
239 Other Local Contrib.	-	14,744		14,744
Subtotal 230	\$ 42,000	\$ 75,062		\$ 33,062
330 Intergov. Revenue Total	\$ 42,000	\$ 75,572		\$ 33,572
340 Charges for Services				
250 <u>Public Works</u>				
251 Trash Collection	\$ 1,265,000	\$ 1,265,000	\$	-
258 Dog Pound Fees	10,000	8,000		(2,000)
Subtotal 250	\$ 1,275,000	\$ 1,273,000		\$ (2,000)
260 <u>Recreation</u>				
261 Pool Admission	\$ 39,000	\$ 38,108	\$	(892)
264 Pavilion/Aud. Rental	7,000	7,000		-
265 Library Services	9,000	9,000		-
266 Plan Review Fees	1,500	1,800		300
267 Engineering Inspect. Fees	1,500	-		(1,500)
268 Library Meeting Rm rent	1,500	1,500		-
269 Park Fees	112,000	118,758		6,758
270 League fees	10,000	4,440		(5,560)
289 Credit Card Processing Fees	5,500	5,050		(450)
Subtotal 260	\$ 187,000	\$ 185,656		\$ (1,344)

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

	Adopted Budget	Amended Budget		Difference Add/(subtract)
290 Public Safety				
291 Fire Inspection Fees	\$ 7,500	\$ 6,000		\$ (1,500)
292 First Responder EMS Fees	18,000	5,853		(12,147)
293 Lien Fees	500	5,437		4,937
295 Police Services	30,000	30,000		-
Subtotal 290	\$ 56,000	\$ 47,290		\$ (8,710)
340 Charges for Serv. Total	\$ 1,518,000	\$ 1,505,946		\$ (12,054)
410 Fines and Forfeitures				
310 Fines & Forfeitures				
306 Court Administration Fee	\$ 26,000	\$ 26,000		\$ -
307 Def. Driving App. Fee	500	3,800		3,300
308 Dismissal Fee	500	7,300		6,800
309 Judicial Fee-City	1,200	1,400		200
310 Omnibase Local Fee	1,600	1,400		(200)
311 Municipal Court	200,000	200,000		-
312 Child Safety Fees	5,200	5,200		-
313 Traffic Court Fees	5,000	5,000		-
314 Warrant Fees	28,000	22,000		(6,000)
315 Notice/Arrest Fees	12,000	12,000		-
317 Court Time Pay Fee	11,000	11,000		-
318 Library Fines	7,000	7,000		-
320 Other Court Fees	-	-		-
Subtotal 310	\$ 298,000	\$ 302,100		\$ 4,100
410 Fines/forfeitures Total	\$ 298,000	\$ 302,100		\$ 4,100
420 Assessments				
320 Assessments				
324 Weatherization	\$ 700	\$ 8,697		7,997
326 Other Special Assess.	3,000	-		(3,000)
327 Lot Clean up Assess.	2,500	2,500		-
328 Future Parks	1,790	3,000		1,210
329 Payment of Claims	-	16,100		16,100
Subtotal 320	\$ 7,990	\$ 30,297		\$ 22,307
420 Assessments Total	\$ 7,990	\$ 30,297		\$ 22,307
430 Use of Money and Property				
330 Interest income/ Rent				
331 Interest on Fund Bal.	\$ 30,000	\$ 33,000		\$ 3,000.00
333 Rental Income (Lease)	25,000	25,148		148
334 Collections/Gen. Rev.	25,000	50,000		25,000
335 Reimburse./Repayments	50,000	138,000		88,000
Subtotal 330	\$ 130,000	\$ 246,148		\$ 116,148
430 Use of Money/Prop. Total	\$ 130,000	\$ 246,148		\$ 116,148
440 Donations Private Sources				
340 Public Safety Donations				
349 Other Public Safety Donation	\$ 6,000	\$ 15,663		\$ 9,663
353 Donations-Parks	-	270		270
354 Tree Donation	-	938		938
359 Miscellaneous Donations	-	54,700		54,700
Subtotal 340	\$ 6,000	\$ 71,571		\$ 65,571
440 Donations Total	\$ 6,000	\$ 71,571		\$ 65,571
450 Interfund Operating Transfer				
360 Interfund transfers				
367 From MDUS	\$ 71,587	\$ 71,587		\$ -
371 From Utility Fund	850,000	850,000		-
372 From Airport Op. Fund	30,000	30,000		-
373 From Cemetery Fund	40,000	40,000		-
Subtotal 370	991,587	991,587		-
450 Interfund Transf. Tot.	\$ 991,587	\$ 991,587		\$ -

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

		Adopted Budget	Amended Budget		Difference Add/(subtract)
460	Proceeds From Sale of Fixed Assets				
370	Proceeds from Sale of Assets				
375	Sale of Land	-	9,000		9,000
460	Fixed Asset Total	\$ -	\$ 9,000		\$ 9,000
Total Revenues		\$ 10,809,889	\$ 11,279,803		\$ 469,914
					4.3%
General Fund Expenditures					
City Council					
500	Expenditure Category				
100	Employee Services	\$ 22,732	\$ 19,340		(3,392)
200	Operational Supplies	26,200	20,759		(5,441)
300	Facilities Oper./Maint.	1,000	2,300		1,300
500	Contract Services/Fees	85,850	63,368		(22,482)
800	Contributions	65,791	65,791		-
Departmental Total		\$ 201,573	\$ 171,558		\$ (30,015)
City Management					
501	Expenditure Category				
100	Employee Services	\$ 440,164	\$ 430,633		(9,531)
200	Operational Supplies	10,825	13,443		2,618
300	Facilities Oper./Maint.	2,265	4,932		2,667
400	Equip. Oper./Maint.	300	430		130
500	Contract Services/Fees	36,400	22,311		(14,089)
Departmental Total		\$ 489,954	\$ 471,749		\$ (18,205)
Public Information					
503	Expenditure Category				
100	Employee Services	\$ 66,856	\$ 65,350		(1,506)
200	Operational Supplies	3,950	3,384		(566)
300	Facilities Oper./Maint.	710	1,100		390
500	Contract Services/Fees	56,247	61,271		5,024
Departmental Total		\$ 127,763	\$ 131,105		\$ 3,342
Human Resources					
504	Expenditure Category				
100	Employee Services	123,604	122,961		(643)
200	Operational Supplies	9,168	9,939		771
300	Facilities Oper./Maint.	900	900		-
400	Equip. Oper./Maint.	300	365		65
500	Contract Services/Fees	38,403	31,268		(7,135)
Departmental Total		\$ 172,375	\$ 165,433		\$ (6,942)
Dept of Finance					
512	Financial Services Div.				
	Expenditure Category				
100	Employee Services	\$ 273,623	\$ 265,722		(7,901)
200	Operational Supplies	6,295	9,007		2,712
300	Facilities Oper./Maint.	1,276	1,616		340
400	Equip. Oper./Maint.	335	650		315
500	Contract Services/Fees	132,540	138,695		6,155
800	Contributions/Contingencies	11,800	179,252		167,452
Departmental Total		\$ 425,869	\$ 594,942		\$ 169,073
Municipal Court					
516	Expenditure Category				
100	Employee Services	\$ 218,959	\$ 217,792		(1,167)
200	Operational Supplies	6,900	10,793		3,893
300	Facilities Oper./Maint.	3,055	3,455		400
400	Equip. Oper./Maint.	410	1,100		690
500	Contract Services/Fees	30,720	29,920		(800)
Departmental Total		\$ 260,044	\$ 263,060		\$ 3,016

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

		Adopted Budget	Amended Budget		Difference Add/(subtract)
Planning & Development:					
522	Planning/Inspections				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 325,109	\$ 325,026		(83)
200	Operational Supplies	6,380	11,991		5,611
300	Facilities Oper./Maint.	2,356	3,171		815
400	Equip. Oper./Maint.	7,522	14,368		6,846
500	Contract Services/Fees	82,515	224,943		142,428
Total		\$ 423,882	\$ 579,499		\$ 155,617
Main Street Program					
524	<u>Expenditure Category</u>				
100	Employee Services	\$ 47,879	\$ 47,083		(796)
200	Operational Supplies	6,345	7,277		932
300	Facilities Oper./Maint.	700	825		125
400	Equip. Oper./Maint.	300	345		45
500	Contract Services/Fees	1,300	1,256		(44)
Total		\$ 56,524	\$ 56,786		\$ 262
Moody Museum					
527	<u>Expenditure Category</u>				
200	Operational Supplies	805	2,431		1,626
300	Facilities Oper./Maint.	4,259	6,426		2,167
500	Contract Services/Fees	1,300	1,300		-
Departmental Total		\$ 6,364	\$ 10,157		\$ 3,793
Public Library					
532	<u>Expenditure Category</u>				
100	Employee Services	\$ 305,525	\$ 306,914		1,389
200	Operational Supplies	12,362	13,912		1,550
300	Facilities Oper./Maint.	39,349	35,200		(4,149)
400	Equip. Oper./Maint.	700	877		177
500	Contract Services/Fees	14,474	14,351		(123)
700	Capital Outlay	42,000	42,000		-
Departmental Total		\$ 414,410	\$ 413,254		\$ (1,156)
Fire Services					
542	Suppression -EMS				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 1,517,865	\$ 1,581,398		63,533
200	Operational Supplies	60,774	69,489		8,715
300	Facilities Oper./Maint.	32,290	35,205		2,915
400	Equip. Oper./Maint.	152,969	154,969		2,000
500	Contract Services/Fees	31,960	35,325		3,365
700	Capital Outlay	9,025	5,633		(3,392)
Departmental Total		\$ 1,804,883	\$ 1,882,019		\$ 77,136
Police Services					
552	Field Services Division				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 2,046,110	\$ 2,118,222		72,112
200	Operational Supplies	31,040	61,919		30,879
300	Facilities Oper./Maint.	39,530	44,245		4,715
400	Equip. Oper./Maint.	147,754	309,608		161,854
500	Contract Services/Fees	76,161	88,242		12,081
800	Contributions/Contingencies	15,000	15,000		-
Total		\$ 2,355,595	\$ 2,637,236		\$ 281,641
558	Animal Control				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 78,440	\$ 76,360		(2,080)
200	Operational Supplies	6,350	11,278		4,928
300	Facilities Oper./Maint.	8,270	7,645		(625)
400	Equip. Oper./Maint.	13,068	13,568		500
500	Contract Services/Fees	7,500	7,500		-
Total		\$ 113,628	\$ 116,351		\$ 2,723
Departmental Total		\$ 2,469,223	\$ 2,753,587		\$ 284,364

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

Public Works

561 Administration

Expenditure Category

100	Employee Services	\$	100,226	\$	100,312		86
200	Operational Supplies		340		400		60
300	Facilities Oper./Maint.		1,356		1,106		(250)
400	Equip. Oper./Maint.		300		-		(300)

Total	\$	102,222	\$	101,818		\$	(404)
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563 Street& Grounds Maintenance

Expenditure Category

100	Employee Services	\$	599,546		578,224		(21,322)
200	Operational Supplies		103,665		89,192		(14,473)
300	Facilities Oper./Maint.		105,371		97,758		(7,613)
400	Equip. Oper./Maint.		147,204		190,284		43,080
500	Contract Services/Fees		115,406		80,324		(35,082)

Total	\$	1,071,192	\$	1,035,782		\$	(35,410)
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565 Parks and Recreation

Expenditure Category

100	Employee Services	\$	266,032	\$	259,971		(6,061)
200	Operational Supplies		83,074		99,591		16,517
300	Facilities Oper./Maint.		143,022	\$	110,247		(32,775)
400	Equip. Oper./Maint.		97,449	\$	98,949		1,500
500	Contract Services/Fees		135,620		196,666		61,046

Total	\$	725,197	\$	765,424		\$	40,227
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573 Engineering

Expenditure Category

100	Employee Services	\$	143,483	\$	141,357		(2,126)
200	Operational Supplies		3,243		2,831		(412)
300	Facilities Oper./Maint.		2,138		2,080		(58)
400	Equip. Oper./Maint.		13,068		13,568		500
500	Contract Services/Fees		39,027		32,825		(6,202)

Total	\$	200,959	\$	192,661		\$	(8,298)
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Departmental Total

\$	2,099,570	\$	2,095,685		\$	(3,885)
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Internal Services/Building Maint.

566 Facilities Maintenance

Expenditure Category

100	Employee Services	\$	197,823	\$	202,836	\$	5,013
200	Operational Supplies		21,665		25,010		3,345
300	Facilities Oper./Maint.		124,632		130,400		5,768
400	Equip. Oper./Maint.		15,278		15,778		500
500	Contract Services/Fees		9,088		12,000		2,912

Total	\$	368,486	\$	386,024		\$	17,538
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575 Information Tech Division

Expenditure Category

100	Employee Services	\$	52,267		52,183	\$	(84)
200	Operational Supplies		300		2,088		1,788
300	Facilities Oper./Maint.		600		600		-
400	Equip. Oper./Maint.		5,000		5,250		250
500	Contract Services/Fees		25,863		32,888		7,025

Total	\$	84,030	\$	93,009		\$	8,979
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Departmental Total

\$	452,516	\$	479,033		\$	26,517
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Non-departmental

592

Expenditure Category

200	Operational Supplies	\$	-	\$	19,450	\$	19,450
500	Contract Services/Fees		1,288,500		1,344,413		55,913
600	Bad Debt		5,100		5,100		-
700	Capital Outlay		-		80,866		80,866
800	Contingencies		48,939		260,399		211,460
900	Debt Service		62,400		62,400		-

Departmental Total

\$	1,404,939	\$	1,772,628		\$	367,689
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Total General Fund Expenditures

\$	10,809,889	\$	11,840,495		\$	1,030,606
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9.5%

Revenue less Expenditures

\$	-	\$	(560,692)		\$	(560,692)
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Exhibit "A" FY 2012-13 BUDGET AMENDMENT

SPECIAL REVENUE FUNDS

119 --TAX INCREMENT FINANCING FUND (TIF)

		Adopted Budget	Amended Budget		Difference Add/(subtract)
REVENUE					
<u>Revenue Category</u>					
310	Taxes				
111	Current Property tax	\$ 63,489	\$ 66,065	\$	2,576
	Subtotal	\$ 63,489	\$ 66,065		\$ 2,576
330	Intergovernmental				
238	Local reimbursement/refund	\$ 38,043	\$ 39,695	\$	1,652
	Subtotal	\$ 38,043	\$ 39,695		\$ 1,652
430	Use of Money and Property				
331	Interest income	\$ 420	\$ 450	\$	30
	Subtotal	\$ 420	\$ 450		\$ 30
	Total Revenues	\$ 101,952	\$ 106,210		\$ 4,258

EXPENDITURES

<u>Expenditure Category</u>					
800	Contributions/Transfers	20,000	\$ 65,000		45,000
	Total	\$ 20,000	\$ 65,000		\$ 45,000
	Revenue less Expenditures	\$ 81,952	\$ 41,210		\$ (40,742)

121 -- TEXAS CAPITAL FUND-

		Adopted	Amended Budget		Difference Add/(subtract)
REVENUE					
<u>Revenue Category</u>					
430	Use of Money and Property				
333	Rental Income	\$ 25,023	\$ 25,023	\$	-
	Total Revenues	\$ 25,023	\$ 25,023		\$ -

EXPENDITURES

<u>Expenditure Category</u>					
900	Long Term Debt/Capital Lease	\$ 25,023	27,108	\$	2,085
	Total	\$ 25,023	\$ 27,108		\$ 2,085
	Revenue less Expenditures	\$ -	\$ (2,085)		\$ (2,085)

123 -- MAIN STREET REVENUE FUND

		Adopted	Amended Budget		Difference Add/(subtract)
REVENUE					
<u>Revenue Category</u>					
440	Donations From Private Sources				
355	Heritage Sq Lights	\$ -	100	\$	100
357	Sales and Other Fundraisings	3,000	3,351		351
358	Taylor Zest Festival	12,800	14,377		1,577
	Total Revenues	\$ 15,800	\$ 17,828		\$ 2,028

EXPENDITURES

<u>Expenditure Category</u>					
200	Operational Supplies	12,500	10,332		(2,168)
500	Contract Services		700		700
800	Contributions/Transfers	20,000	33,600		13,600
	Total	\$ 32,500	\$ 44,632		\$ 12,132
	Revenue less Expenditures	\$ (16,700)	\$ (26,804)		\$ (10,104)

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

	Adopted Budget	Amended Budget		Difference Add/(subtract)
430 Use of Money & Property				
331 Interest Income	\$ 1,200	\$ 26,200	\$	25,000
335 Reimbursement/Refunds		\$ 6,015		6,015
Sub-Total	\$ 1,200	\$ 32,215		\$ 31,015
Total Revenues	\$ 1,807,209	\$ 1,907,215		\$ 100,006

EXPENDITURES**Expenditure Category**

500 Contract Services	\$ 1,500	\$ 1,833	\$	333
900 Debt Service	\$ 1,806,009	\$ 1,814,354	\$	8,345
				-
Sub-Total	\$ 1,807,509	\$ 1,816,187		\$ 8,678
Total Expenditures	\$ 1,807,509	\$ 1,816,187		\$ 8,678
Revenue less Expenditures	\$ (300)	\$ 91,028		\$ 91,328

143 -- MDUS DEBT FUND-No Changes

144 -- UTILITY CO I&S FUND- No Changes

146 -- AIRPORT CO BOND I&S FUND- No Changes

200 ROADWAY IMPACT FEE FUND**REVENUE****420 Assessments**

328 Roadway Impact fees

	\$ 22,000	\$ 22,000	\$	-
Total	\$ 22,000	\$ 22,000		\$ -

EXPENDITURES

500 Contract Services

700 Capital Outlay

	\$ -	\$ 29,900	\$	29,900
		\$ 105,462		105,462
Total	\$ -	\$ 135,362		\$ 135,362

Revenue less Expenditures

\$ 22,000	\$ (113,362)		\$ (135,362)
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300 Municipal Drainage Utilities System-No Changes

340 -- UTILITY FUND**330 Intergovernmental Rev.**

Intergovernmental Rev. Total

Adopted	Amended Budget		Difference Add/(subtract)
\$ -	\$ 27,500	\$	27,500
	\$ 27,500		\$ 27,500

340 Charges for Services

271 Water Sales

272 Connect Fees

273 Transfer Fees

274 Late Payment Fees

275 Sewer Svcs. Charges

276 Wholesale Water Charges

277 Administration Fees

279 Bulk Sewer Disposal Fee

280 Misc. Water Svc. Fees

289 Credit Card Processing Fee

Sub-Total

\$ 4,177,500	\$ 3,925,000	\$	(252,500)
\$ 20,000	\$ 22,000	\$	2,000
\$ 3,300	\$ 3,300	\$	-
\$ 145,000	\$ 156,000	\$	11,000
\$ 2,350,000	\$ 2,450,000	\$	100,000
\$ 400,000	\$ 250,100	\$	(149,900)
\$ 100,000	\$ 102,000	\$	2,000
\$ 4,500	\$ 7,100	\$	2,600
\$ 20,000	\$ 13,800	\$	(6,200)
\$ 20,900	\$ 26,700	\$	5,800
\$ 7,241,200	\$ 6,956,000		\$ (285,200)

420 Assessments

321 Water Tap Fees

322 Sewer Tap Fees

325 Meter Fees

326 Other Special Assessments

Sub-Total

\$ 12,000	\$ 4,500	\$	(7,500)
\$ 9,700	\$ 5,500	\$	(4,200)
\$ 6,400	\$ 6,400	\$	-
\$ -			
\$ 28,100	\$ 16,400		\$ (11,700)

430 Use of Money and Property

331 Interest Income

333 Rental Income (Leases)

334 Misc. Revenue

Sub-Total

\$ 4,000	\$ 3,000	\$	(1,000)
\$ 35,700	\$ 54,675	\$	18,975
\$ 5,000	\$ 2,000	\$	(3,000)
\$ 44,700	\$ 59,675		\$ 14,975

460 Proceeds Gen.. Fixed Assets

376 Bulk Water Sales

Sub-Total

2,500	\$ 2,000	\$	(500)
\$ 2,500	\$ 2,000		\$ (500)

Total Utility Fund Revenue

\$ 7,316,500	\$ 7,061,575		\$ (254,925)
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Exhibit "A" FY 2012-13 BUDGET AMENDMENT

		Adopted Budget	Amended Budget		Difference Add/(subtract)
EXPENDITURES					
701	Utility Administration				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 270,379	\$ 243,720	\$	(26,659)
200	Operational Supplies	47,570	42,919		(4,651)
300	Facilities Oper./Maint.	4,590	4,580		(10)
400	Equip. Oper./Maint.	13,068	14,288		1,220
500	Contract Services/Fees	57,585	65,995		8,410
700	Capital Outlay	17,053	14,804		(2,249)
	Departmental Total	\$ 410,245	\$ 386,306		\$ (23,939)
706	Wastewater Treatment Plant Operations & Maintenance				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 114,871	\$ 127,188		12,317
200	Operational Supplies	43,078	33,578		(9,500)
300	Facilities Oper./Maint.	198,172	196,500		(1,672)
400	Equip. Oper./Maint.	29,568	43,881		14,313
500	Contract Services/Fees	76,405	79,074		2,669
	Departmental Total	\$ 462,094	\$ 480,221		\$ 18,127
708	Utility Distribution/Collection System Maintenance				
	<u>Expenditure Category</u>				
100	Employee Services	\$ 783,792	\$ 733,311	\$	(50,481)
200	Operational Supplies	301,840	286,090		(15,750)
300	Facilities Oper./Maint.	24,715	45,000		20,285
400	Equip. Oper./Maint.	138,604	326,888		188,284
500	Contract Services/Fees	94,680	87,631		(7,049)
700	Capital Outlay	-	6,999		6,999
	Departmental Total	\$ 1,343,631	\$ 1,485,919		\$ 142,288
709	W/WW Fund - Nondepartmental				
	<u>Code Expenditure Category</u>				
200	Operational Supplies	\$ 1,462,023	\$ 1,308,515	\$	(153,508)
500	Contract Services/Fees	40,500	77,969		37,469
600	Bad Debt	30,000	30,000		-
800	Contrib. & Conting.	1,240,916	993,415		(247,501)
900	Debt Service	2,327,091	2,299,230		(27,861)
	Departmental Total	\$ 5,100,530	\$ 4,709,129		\$ (391,401)
	Total Fund Expenditures	\$ 7,316,500	\$ 7,061,575		\$ (254,925)
	Revenue less Expenditures	\$ -	\$ -		\$ -
345 -- UTILITY IMPACT FUND					
		Adopted	Amended Budget		Difference Add/(subtract)
REVENUE					
340	Charges for Services				
	323 Water Cap. Impact Fee	\$ 15,000	\$ 29,464	\$	14,464
	324 Sewer Cap. Impact Fee	6,000	14,778		8,778
	Total	\$ 21,000	\$ 44,242		\$ 23,242
EXPENDITURES					
	500 Contract Services	\$ -	\$ 8,900	\$	8,900
	700 Capital Outlay	\$ -	\$ 143,355	\$	143,355
	Total	\$ -	\$ 152,255		\$ 152,255
	Revenue less Expenditures	\$ 21,000	\$ (108,013)		\$ (129,013)
350 -- AIRPORT FUND					
		Adopted	Amended Budget		Difference Add/(subtract)
REVENUE					
340	Charges for Services				
	281 T- Hanger Rent	\$ 152,300	\$ 157,150	\$	4,850
	283 Ground Leases	2,602	2,602		-
	284 Sale of AvGas	215,000	207,000		(8,000)
	285 Sale of Jet A Fuel	105,000	120,000		15,000
	374 Late payment fees	-	312		312
	Subtotal	\$ 474,902	\$ 487,064		\$ 12,162
420	Assessments				
	329 Payments of Claims	\$ -	\$ 878	\$	878
	Subtotal	\$ -	\$ 878		\$ 878
440	Donations from Private Sources				
	356 Sales & Other fund raisers	120	30		(90)
	Subtotal	120	\$ 30		\$ (90)
	Total Revenue	\$ 475,022	\$ 487,972		\$ 12,950

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

			Adopted Budget	Amended Budget		Difference Add/(subtract)
Expenditures						
732	100	Employee Services	\$ 45,887	\$ 41,974	\$	(3,913)
	200	Operational Supplies	1,130	2,381		1,251
	300	Facilities Oper./Maint.	11,405	21,976		10,571
	400	Equipt. Oper./Maint.	296,900	321,843		24,943
	500	Contract Services/Fees	9,320	8,687		(633)
	600	Depreciation/Bad Debt	100	-		(100)
	800	Contributions & Contingencies	30,000	30,000		-
	900	Debt Service	79,762	79,762		-
Departmental Total			\$ 474,504	\$ 506,623		\$ 32,119
Revenue less Expenditures			\$ 518	\$ (18,651)		\$ (19,169)
370 -- CEMETERY OPERATING FUND						
			Adopted	Amended Budget		Difference Add/(subtract)
Revenue						
340	Charges for Services					
	286	Grave Digging Svcs.	\$ 78,500	\$ 66,500	\$	(12,000)
	287	Gravesite Marking	1,500	1,500		-
		Subtotal	\$ 80,000	\$ 68,000		\$ (12,000)
430	Use of Money and Property					
	331	Interest Income	\$ 250	\$ 250	\$	-
	333	Rental Income (Leases)	500	500		-
	334	Misc. Revenue	1,700	1,700		-
		Subtotal	\$ 2,450	\$ 2,450		\$ -
450	Interfund Operating Transfer					
	363	Transfer in from Cemetery Perm. Fund	\$ 50,000	\$ 50,000	\$	-
	370	Interfund Transfer In	-	20,000	\$	20,000
		Subtotal	\$ 50,000	\$ 70,000		\$ 20,000
460	Proceeds General Fixed Assets					
	372	Cemetery Lot Sale-Unrestricted	\$ 38,000	\$ 45,000	\$	7,000
	373	Cemetery Lot Sale-Extended	6,100	73		(6,027)
		Subtotal	\$ 44,100	\$ 45,073		\$ 973
Total Revenue			\$ 176,550	\$ 185,523		\$ 8,973
Expenditures						
	100	Employee Services	\$ 41,326	\$ 36,754	\$	(4,572)
	200	Operational Supplies	8,704	9,263		559
	300	Facilities Oper./Maint.	2,711	3,536		825
	400	Equip. Oper./Maint.	5,000	16,150		11,150
	500	Contract Services/Fees	89,650	81,270		(8,380)
	800	Contributions/Transfers	40,000	40,000		-
Departmental Total			\$ 187,391	\$ 186,973		\$ (418)
Revenue less Expenditures			\$ (10,841)	\$ (1,450)		\$ 9,391
382 -- FLEET SERVICES OPERATING FUND						
			Adopted	Amended Budget		Difference Add/(subtract)
REVENUE						
340	Charges for Services					
	277	Equipment Rental Fee	\$ 653,443	\$ 666,138		12,695
	278	Equipment Replacement Fee	-	4,507		4,507
		Total Charges for Serv.	\$ 653,443	\$ 670,645		\$ 17,202
Total Revenue			\$ 653,443	\$ 670,645		\$ 17,202
EXPENDITURES						
	100	Employee Services	\$ 131,467	\$ 130,365	\$	(1,102)
	200	Operational Supplies	22,950	22,449		(501)
	300	Facilities Oper./Maint.	4,075	4,075		-
	400	Equipt. Oper./Maint.	453,712	473,625		19,913
	500	Contract Services/Fees	41,239	40,131		(1,108)
Departmental Total			\$ 653,443	\$ 670,645		\$ 17,202
Revenue less Expenditures			\$ -	\$ -		\$ -

Exhibit "A" FY 2012-13 BUDGET AMENDMENT

		Adopted Budget	Amended Budget		Difference Add/(subtract)
384 -- FLEET REPLACEMENT FUND					
REVENUE		Adopted	Amended Budget		Difference Add/(subtract)
340 Charges for Services					
278 Equipment Rental Fee		\$ 102,045	\$ 501,438		399,393
Subtotal		\$ 102,045	\$ 501,438		\$ 399,393
420 Assessments					
329 Payment on a Claim		\$ -	\$ 2,096		\$ 2,096
Subtotal		\$ -	\$ 2,096		\$ 2,096
Total Revenue		\$ 102,045	\$ 503,534		\$ 401,489
EXPENDITURES					
700 Capital Outlay		\$ -	\$ 432,181		\$ 432,181
900 Debt Service		102,045	102,045		-
Total Expenditures		\$ 102,045	\$ 534,226		\$ 432,181
Revenue less Expenditures		\$ -	\$ (30,692)		\$ (30,692)
410 -- CEMETERY PERMANENT FUND- No Changes					

ORDINANCE NO. 2013-19

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS AMENDING ORDINANCE NO. 2012-27 ADOPTED ON SEPTEMBER 13, 2012, MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING SEPTEMBER 30, 2013; BY AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS OTHER 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, 2012 and ending September 30, 2013, 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, 2012 and ending September 30, 2013.

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 24th day of September, 2013.

PASSED, APPROVED, and ADOPTED on the _____ day of October, 2013.

Jesse Ancira Jr., Mayor
City of Taylor, Texas

ATTEST:

Susan Brock, City Clerk



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 10
Agenda Title: Consider introducing Ordinance 2013-14 designating election districts for persons included in annexation of properties in 2012 and 2013.

Council Action to be taken: Introduce Ordinance

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

Since the 2010 Census redistricting effort, the city has completed two annexations. In an effort to keep our election districts as accurate as possible, I have had our election map updated with the recent annexations in 2012 and 2013.

2. DESCRIPTION/ JUSTIFICATION

The 2010 Census resulted in a need to conduct a redistricting process for our single member districts. The new map was approved by Council in July 2011. Since that time we have completed two more annexations. With the redrawing of the election maps based on new census blocks, the result is an increase in total population (8 bodies and 9 Voting Age Population (VAP)) within the City limits (See attachment 10b for more detailed explanation of this process.)

District 3	+4 Bodies	+4 VAP
District 4	+3 Bodies	+2 VAP

(Not included in the recent annexations, but changes occurred with the change in Census Blocks for these districts)

<i>District 1</i>	<i>+1 Body</i>	<i>+1 VAP</i>
<i>District 2</i>	<i>+0 Body</i>	<i>+2 VAP</i>

At our request, the firm of Bickerstaff, Heath, Delgado and Acosta has provided an update to the census results and the amended map before you.

3. FINANCIAL/BUDGET

The cost of this service was \$735.00 and has been charged to account 100-500-511.

4. TIMELINE CONSIDERATIONS

My goal is to get this information to the county elections division prior to the November, 2013 election. If introduced tonight, it can be approved on October 10th. Early voting begins on October 21, 2013.

5. RECOMMENDATION

Approve the Election District Map as presented and Introduce Ordinance 2013-14 amending the election districts for the City of Taylor.

6. REFERENCE FILES

- 10a. [Ordinance 2013-14](#) Election Districts update with attachments and map
- 10b. [Memo](#) from Bickerstaff explaining changes
- 10c. [Map with markup of areas annexed](#)
- 10d. [Map with county precincts overlay](#)

ORDINANCE NO. 2013-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, ESTABLISHING NEW DISTRICT BOUNDARY LINES BASED ON ANNEXATIONS THE CITY CONDUCTED IN 2012 AND 2013; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 12, 2012 the City of Taylor annexed new territory into the city limits with the passage of Ordinance 2012-19.

WHEREAS, on June 27, 2013 the City of Taylor annexed additional new territory into the city limits with the passage of Ordinance 2013-15.

WHEREAS, the City of Taylor wishes to amend and update the district boundaries for its City Council districts to account for the new territory annexed under Ordinance 2012-19 and Ordinance 2013-15.

WHEREAS, the City Council finds that the attached city council district boundaries are in the best interest of the citizens of the City, and the district boundaries are believed to comply with all state and federal requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, WILLIAMSON COUNTY, TEXAS:

A. That the existing single-member council district boundary lines for the City of Taylor are hereby amended, and the new districting boundaries depicted on the map attached hereto as **Exhibit A**, defining new districts, as such new districts are further described in the tables attached hereto as **Exhibit B** reporting populations and demographic statistics for each such new district, are hereby adopted and designated to define the City's four (4) single-member council districts; that **Exhibits A** and **B** are incorporated by reference in and made a part of this Ordinance, and shall be kept on file in the City Clerk's Office.

B. That this Ordinance shall take and be given effect immediately.

PASSED AND APPROVED by the City Council of the City of Taylor, Texas this _____ day of _____, 2013.

CITY OF TAYLOR, TEXAS

Jesse Ancira, Jr., MAYOR

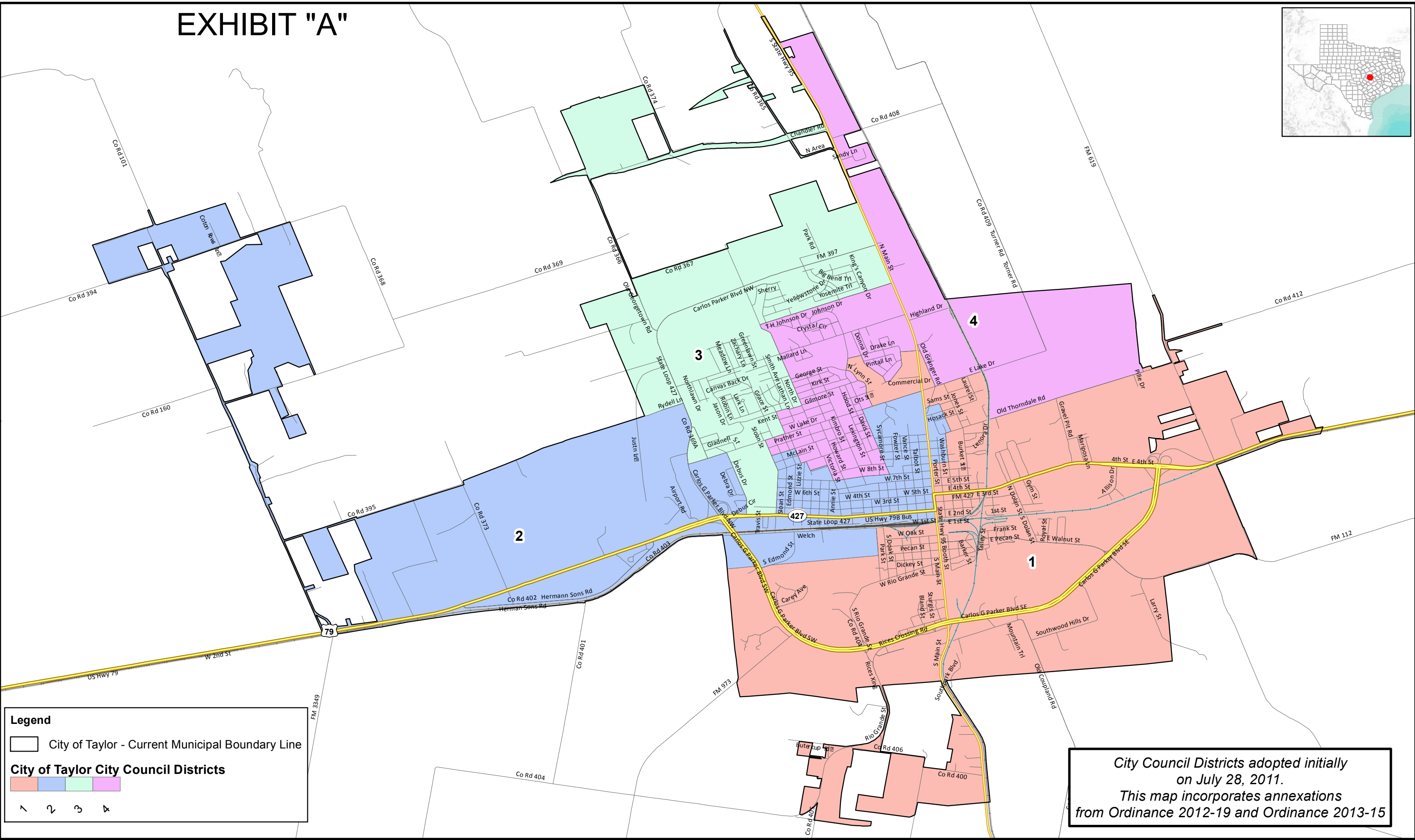
ATTEST:

Susan Brock, CITY CLERK

APPROVED AS TO FORM:

Ted Hejl, CITY ATTORNEY

EXHIBIT "A"

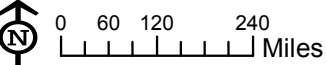


Legend

City of Taylor - Current Municipal Boundary Line

City of Taylor City Council Districts

City Council Districts adopted initially
on July 28, 2011.
This map incorporates annexations
from Ordinance 2012-19 and Ordinance 2013-15



Coordinate System: GCS North American 1983;
Datum: North American 1983; Created:8/8/2013

City of Taylor 2013 City Council Districts Incorporating Annexations in 2012 and 2013

© 2011 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other
features obtained from the 2010
Tiger/line files, U.S. Census Bureau



EXHIBIT "B"

City of Taylor

Current City Council Districts (Including 2013 Annexations)

Summary 2010 Census Total and Voting Age Population

District	Persons	Deviation	Hispanic % of Total Population	Non-Hispanic Anglo % of Total Population	Non-Hispanic Black % of Total Population	Non-Hispanic Asian % of Total Population	Non-Hispanic Other % of Total Population
1	3,673	-3.34%	58.48%	21.64%	17.42%	0.57%	1.88%
2	3,636	-4.32%	58.06%	31.55%	7.84%	0.69%	1.87%
3	3,975	4.61%	29.01%	61.86%	6.87%	0.50%	1.81%
4	3,915	3.03%	27.64%	64.14%	5.98%	0.77%	1.48%
Totals	15,199		42.73%	45.48%	9.42%	0.63%	1.76%

Ideal Size = 15,199 / 4 = 3,800 per district.

Total Maximum Deviation = 4.61% - (-4.32%) = 8.92%

Some percentages may be subject to rounding error.

District	Total VAP*		Hispanic % of Total VAP	Non-Hispanic Anglo % of Total VAP	Non-Hispanic Black % of Total VAP	Non-Hispanic Asian % of Total VAP	Non-Hispanic Other % of Total VAP
1	2,526		51.54%	26.29%	19.91%	0.63%	1.62%
2	2,690		55.46%	34.76%	7.51%	0.71%	1.45%
3	2,799		23.33%	68.92%	6.00%	0.64%	1.11%
4	3,013		23.27%	69.63%	5.31%	0.76%	1.03%
Totals	11,028		37.61%	51.02%	9.37%	0.69%	1.29%

*Voting Age Population

Some percentages may be subject to rounding error.

EXHIBIT "B"

City of Taylor Current City Council Districts (Including 2013 Annexations) Detailed 2010 Census Total and Voting Age Population

District	Persons	Ideal Size	Deviation	Hispanic	% of Total Hispanic Population	Anglo	% of Total Anglo Population	Black	% of Total Black Population	American Indian	% of Total American Indian Population	Asian	% of Total Asian Population	Hawaiian-Pacific Islander	% of Total Hawaiian-Pacific Islander Population	Other	% of Total Other Population	Two or More	% of Total Two or More Population
1	3,673	3,800	-3.34%	2,148	58.48%	795	21.64%	640	17.42%	15	0.41%	21	0.57%	4	0.11%	15	0.41%	35	0.95%
2	3,636	3,800	-4.32%	2,111	58.06%	1,147	31.55%	285	7.84%	11	0.30%	25	0.69%	2	0.06%	5	0.14%	50	1.38%
3	3,975	3,800	4.61%	1,153	29.01%	2,459	61.86%	273	6.87%	21	0.53%	20	0.50%	1	0.03%	4	0.10%	46	1.16%
4	3,915	3,800	3.03%	1,082	27.64%	2,511	64.14%	234	5.98%	10	0.26%	30	0.77%	1	0.03%	8	0.20%	39	1.00%
Totals	15,199			6,494	42.73%	6,912	45.48%	1,432	9.42%	57	0.38%	96	0.63%	8	0.05%	32	0.21%	170	1.12%

Ideal Size = 15,199 / 4 = 3,800 per district.

Some percentages may be subject to rounding error.

District	Total VAP*			Hispanic VAP	% of Total Hispanic VAP	Anglo VAP	% of Total Anglo VAP	Black VAP	% of Total Black VAP	American Indian VAP	% of Total American Indian VAP	Asian VAP	% of Total Asian VAP	Hawaiian-Pacific Islander VAP	% of Total Hawaiian-Pacific Islander VAP	Other VAP	% of Total Other VAP	Two or More VAP	% of Total Two or More VAP
1	2,526			1,302	51.54%	664	26.29%	503	19.91%	9	0.36%	16	0.63%	4	0.16%	11	0.44%	17	0.67%
2	2,690			1,492	55.46%	935	34.76%	202	7.51%	8	0.30%	19	0.71%	1	0.04%	4	0.15%	26	0.97%
3	2,799			653	23.33%	1,929	68.92%	168	6.00%	15	0.54%	18	0.64%	1	0.04%	1	0.04%	14	0.50%
4	3,013			701	23.27%	2,098	69.63%	160	5.31%	9	0.30%	23	0.76%	1	0.03%	3	0.10%	18	0.60%
Totals	11,028			4,148	37.61%	5,626	51.02%	1,033	9.37%	41	0.37%	76	0.69%	7	0.06%	19	0.17%	75	0.68%

*Voting Age Population

Some percentages may be subject to rounding error.

BICKERSTAFF HEATH DELGADO ACOSTA LLP

MEMORANDUM

TO: SUSAN BROCK – CITY OF TAYLOR CITY SECRETARY
FROM: SHERRY MCCALL
SUBJECT: POPULATION AND DEMOGRAPHIC CHANGES RESULTING FROM RECENT ANNEXATIONS
DATE: AUGUST 20, 2013
CC: BOB HEATH

Dear Ms. Brock,

With the addition of recent annexations as described by Ordinance 2012-19 and Ordinance 2013-15, we prepared a revised population and demographic report for the City of Taylor's City Council Districts. The city's total population resulting from the original 2011 redistricting was 15,191 and the total voting age population was reported at 11,019. In adding in the new annexations as provided by David Weber, the resulting city total population was 15,199 and the voting age population was 11,028.

Your concern was that the addition of 8 persons in total population and 9 persons in voting age population seemed to be misreported. Logically, the number of voting-age persons cannot exceed the total number of persons, which in this case it does by one person. The cause of this apparently implausible result is rounding error.

The process by which we input in the new annexations is a bit different than one would expect. We did not simply add in the new areas to the existing redistricting plan but instead took the entire city boundary line and re-cut the 2010 Census blocks again. The redistricting software has an allocation process for taking Census blocks that are split by a jurisdiction's boundary and assigning population based upon the area of the Census block that falls within the boundary. This is purely a mathematical process of computing the total area for a Census block and then taking only the portion of that area that falls within a jurisdiction and computing population and demographic numbers for it. In other words, if half of the Census block falls within the city then half of the population for that block is assigned to the City. Of course, this sometimes results in fractional persons being assigned to the split block. In those cases, the program rounds the number up or down so that the now-split block has a whole number of persons.

The annexed areas added territory to existing city council districts 2, 3, and 4. The added areas would require that the software re-cut and reallocate the population. The results of this process assigned more voting age population to the city than total population. It was driven simply by area computations of split blocks. Even the slightest adjustment of existing boundary, not just the new annexation areas, could result in a one person difference in any category simply by the fact that the software will round up or down based upon the area percentage that is computed for a split block. These boundary lines, especially in districts 2, 3, and 4 are very irregular. The resulting allocations will be percentages of areas that will subsequently be rounded. The rounding occurs every time a block is split so that we report whole persons instead of fractions of a person for each block. In this instance, it resulted in adding more voting age population to the city than total population. Cities with very

irregular boundaries that depart from Census geography are always processed in this manner. It is the closest we can estimate population for those entities that no longer coincide with Census geography.

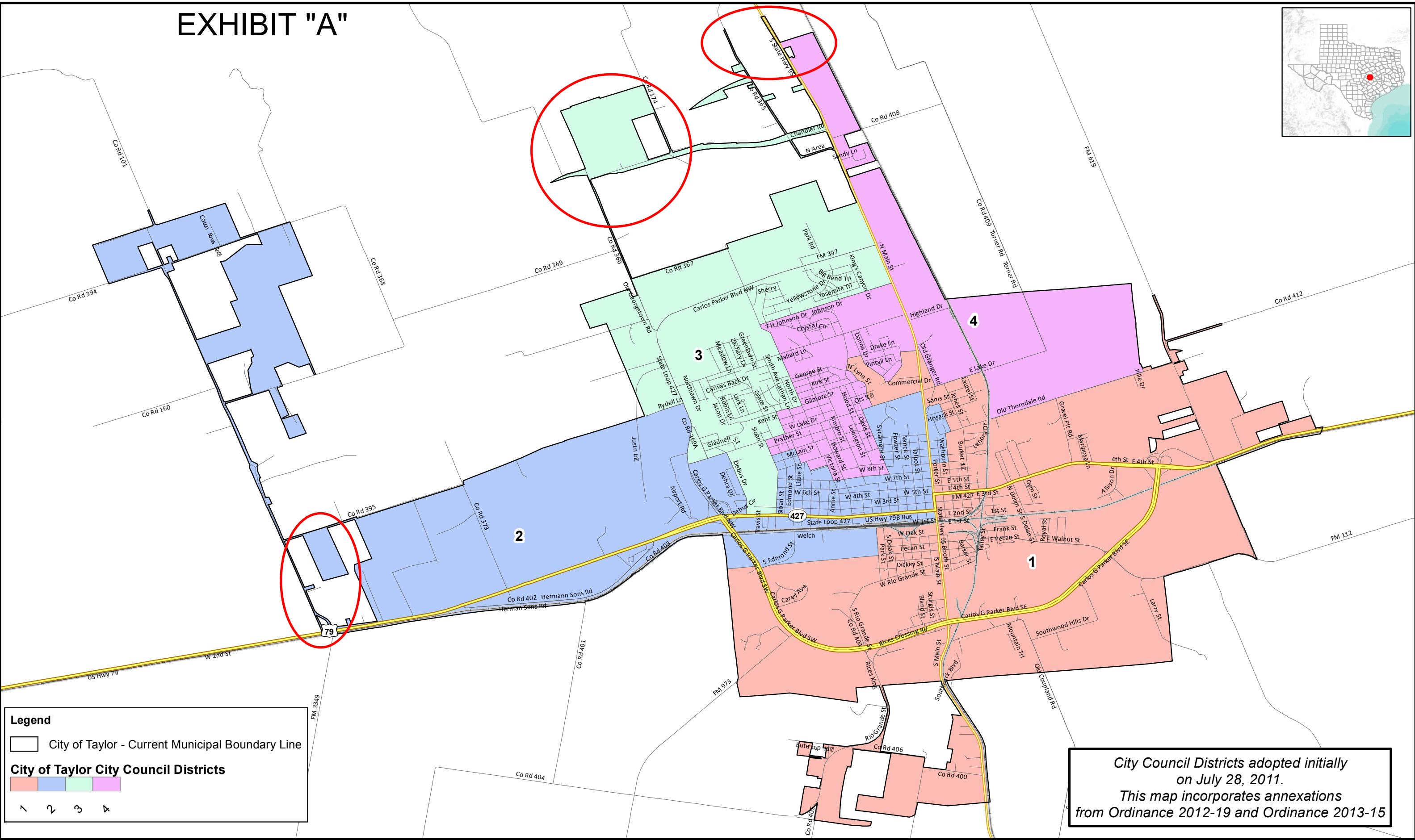
In summary, the differences between total and voting age population can be attributed to rounding error. The error may be more pronounced than in the normal case because the program rounds to a whole number of persons every time a block is split rather than carrying the fractional persons until the final computation of the number of persons or voting-age persons in the entire city. The rounding for split Census blocks occurs at every single instance a split is found. The more blocks that are split the greater the likelihood that rounding errors will occur. While the necessity to round to whole persons when a block is split may produce a rounding error, the error, while real, is insignificant compared to the population of the entire city.

I hope this information has been helpful to you in understanding your concerns regarding the reported changes in population for the City.

Sincerely,

Sherry McCall
Redistricting/GIS Specialist
Bickerstaff Heath Delgado Acosta LLP

EXHIBIT "A"



Legend

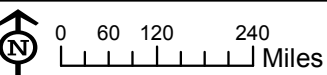
City of Taylor - Current Municipal Boundary Line

City of Taylor City Council Districts

1 2 3 4

City Council Districts adopted initially on July 28, 2011.

This map incorporates annexations from Ordinance 2012-19 and Ordinance 2013-15

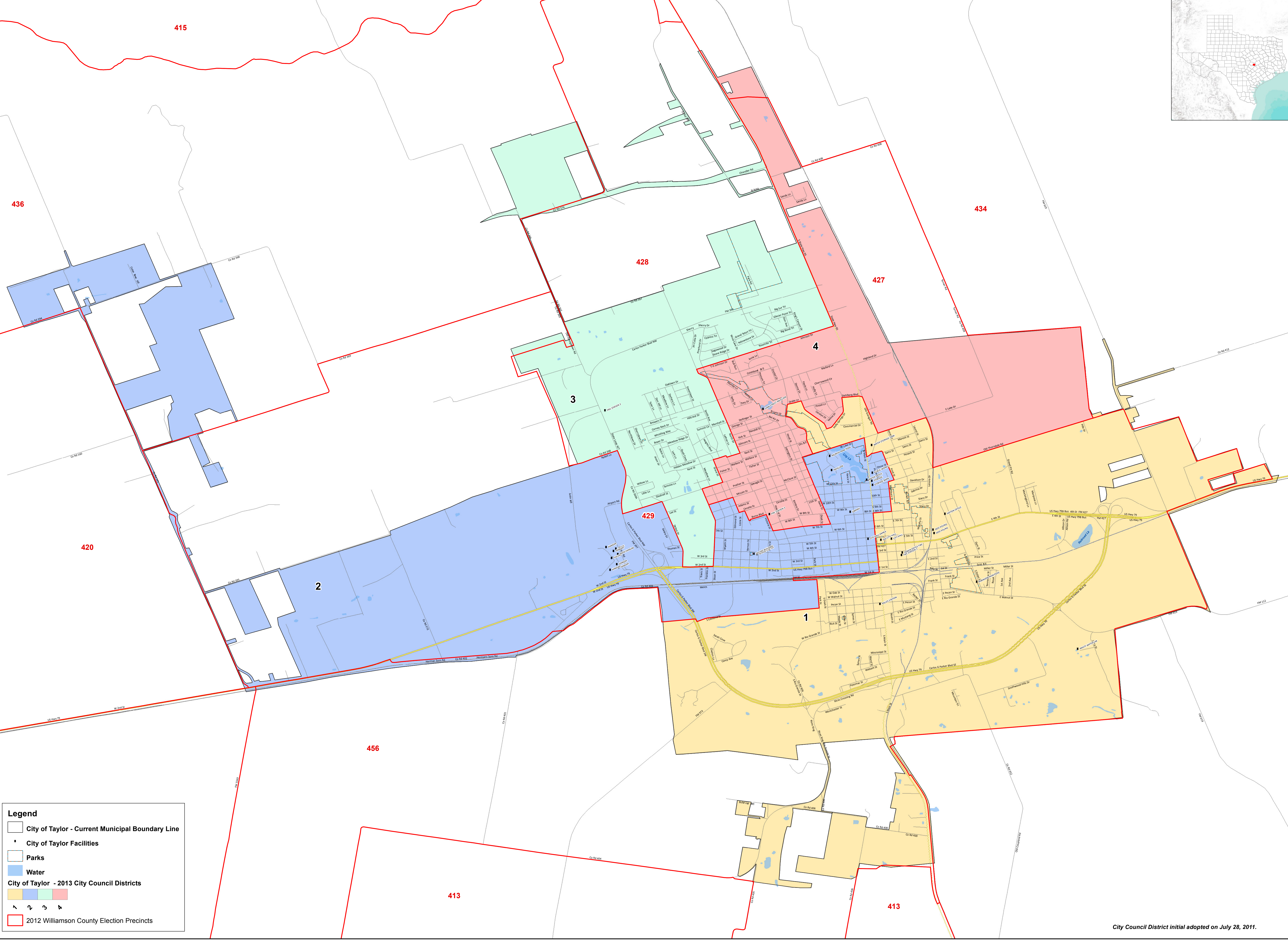
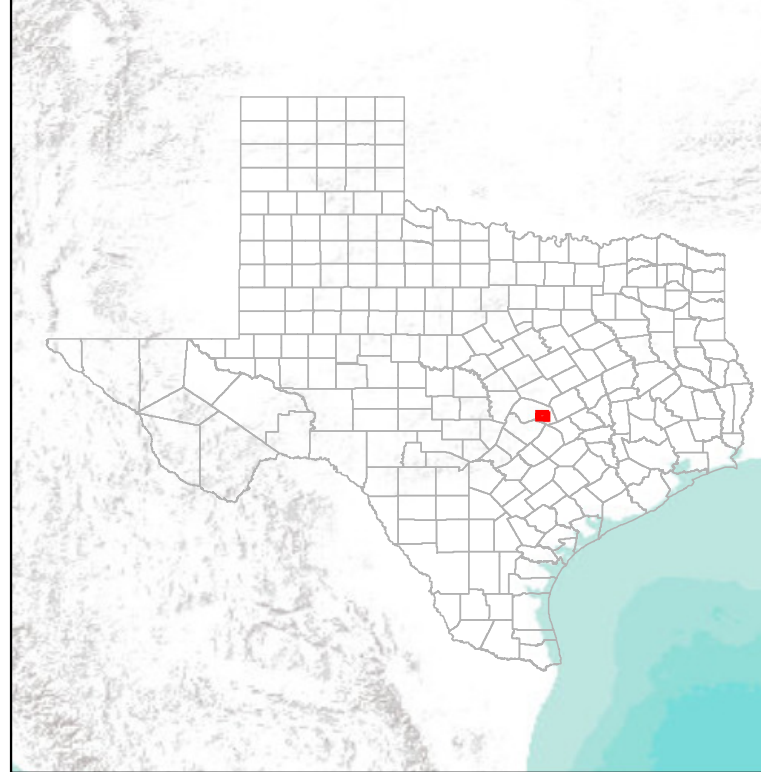


Coordinate System: GCS North American 1983;
Datum: North American 1983; Created: 8/8/2013

City of Taylor 2013 City Council Districts Incorporating Annexations in 2012 and 2013

© 2011 Bickerstaff Heath Delgado Acosta LLP
Data Source: Roads, Water and other features obtained from the 2010 Tiger/line files, U.S. Census Bureau





Legend

- City of Taylor - Current Municipal Boundary Line
- City of Taylor Facilities
- Parks
- Water
- City of Taylor - 2013 City Council Districts
- 2012 Williamson County Election Precincts

0 0.45 0.9 1.8 Miles

Coordinate System: GCS North American 1983;
Datum: North American 1983; Created:8/19/2013

City of Taylor
2013 City Council Districts
Incorporating Annexation Ordinances 2012-19 and 2013-15
with 2012 Williamson County Election Precincts



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 11

Agenda Title: Consider appointments to the Main Street Advisory Board, Animal Control Appeals Board and Shelter Advisory Committee, and the Parks and Recreation Advisory Board.

Council Action to be taken: Approve as presented or seek additional applicants

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk
Deby Lannen, Main Street Manager
Don Georgens, Commander
Mike DeVito, Parks Superintendent

1. INTRODUCTION/PURPOSE

This item is added to appoint new members to fill vacancies on these Boards.

2. DESCRIPTION/ JUSTIFICATION

Council currently approves all board appointments in January of each year or as vacancies occurs. A vacancy was recently created on the Main Street Advisory Board when Mr. Eric Weiner resigned to accept an appointment on the Planning and Zoning Commission. An application has been received to fill a vacancy on the Animal Control Appeals Board and Shelter Advisory Committee; and an application has been received from a student for the Parks and Recreation Advisory Board.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

The Main Street Advisory Board of Directors recommends the appointment of Stephen Truex. The Animals Control Appeals Board and Shelter Advisory Committee recommends Alan Thompson. The TISD has recommended Miss Maddie Ward for the Student Representative on the Parks and Recreation Advisory Board.

Vacancies still remain on the Planning and Zoning Commission, the Zoning Board of Adjustments, the Airport Board and also the CPIC.

6. REFERENCE FILES

- 11a. [Main Street Board](#) Roster and Application
- 11b. [Animal Control Board](#) and Application
- 11c. [Parks and Rec Board](#) and Student application



City of Taylor
Boards and Committee
Application

RECEIVED

AUG 01 2013

PLEASE TYPE OR PRINT CLEARLY:

Name Stephen TRUEX
Address (Residence and Mailing)
351 Whitetail Ln
Hutto, Texas 78634
How long at this residence? 20 yrs
Phone (Home) 512-759-1282
Cell Phone 512-567-0845
~~Fax~~ SPTCOBRA7@yahoo.com
Email

Occupation Retired - Investor
Employer
Address
Work Phone
Business owner? ☒ Yes ☐ No
Additional information? Own
KINCL Building
plus 22 other bldgs

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Advisory Bd.

Please consider attending a committee meeting of interest to you prior to submitting your application.

Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

IBM 30yrs - Marketing Manager 4 States
300 hrs of Advanced Strategic Planning
and finance. Sales Quota 1.2 Billion

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Stephen Truex

Date

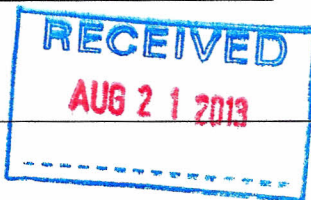
8-1-13

BOARD	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
MAIN STREET ADVISORY BOARD	3	Jan Konarik 601 CR 475, Thrall 76578 (H) 512-856-2934; (C) 636-0302 jakonarik@yahoo.com	1-2012	1-2015
	3	Donald Williams 2301 Smith Ave. (H) 512-269-7255; (C) 512-269-7256 dwms5757@aol.com	2-2013	1-2016
	3	Miguel Espitia, Jr. 2908 Zachary Lane (C) 512-905-6955 mespitiajr@gmail.com	2-2013	1-2016
	3	Brent Humphreys 2015 W. Lake Drive (H) 512-352-6887 (C) 214-683-7763 bhphotos@swbell.net	7-2012 (Filling unexpired term)	1-2015
	3	Irene Michna 1301 Davis St. (H) 512-365-6056; (C) 680-8093 waltonIK@aol.com	1-2012	1-2015
	3	Dana Moehnke 1201 W. Lake Drive. (H) 512-352-6509 (c) 563-3246 Danamo3@yahoo.com	1-2012	1-2015
	3	Ed Hile 106 E. 2 nd St (H) 512-777-3106 (C) 713-560-6641 Ed.hile@swbell.net	1-2012	1-2015
	3	Vacant	10-2012 (Filling unexpired term)	1-2014
	3	Bobby Seiferman 3945 Lord Byron Circle Round Rock, TX 78664 (H) 512-238-6506 (C) 925-4048 seif@texas.net	1-2012	1-2015
	3	Lisa Hudson 900 W. Lake Drive (c) 512-595-1278 Lisa.hudson2009@yahoo.com	1-2011	1-2014
	3	Nell Steger 2601 Holly Lane (H) 512-352-2287 (C) 512-784-9042 lsteiger@austin.rr.com	3-2013	1-2016



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:



Name Alan Thompson
Address (Residence and Mailing)
820 Porter St

How long at this residence? 2+ years
Phone (Home) _____
Cell Phone 512-269-6062
Fax _____
Email taylor.tx.animalshelter@gmail.com

Occupation _____
Employer Wal-Mart
Address _____
City Pflugerville
Work Phone _____
Business owner? ☐ Yes ☒ No
Additional information? _____

List the Board or Commission you are applying for (A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Animal Shelter Appeals Board

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.) Vet tech, taking care of animals for 20+ yrs. Animal Aggressive + Animal behavior
certified

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date

7-30-13

BOARD	Representative	MEMBER	APPOINTED	EXPIRES
Animal Control Appeals Board and Shelter Advisory Committee*	Licensed Vet	Arlon W. Graef, DVM 2303 Mildred (H) 4110 N. Main (O) (H) 365-6352 (O) 352-8897	7-2008	
	Animal Welfare Org	Rhywnn Gaffney TCSAR 55 Rowe Valley (H) 352-6245 (O) 446-3944 rhems@peoplepc.com	7-2008	
	Animal Control Officer	Tom Waggoner 751 CR367 (H) 352-7947 (O) 352-5551 (C) 269-8034 Thomas.waggoner@ci.taylor.tx.us	7-2008	
	City Official	Don Georgens, Police Captain (O) 352-5551 don.georgens@ci.taylor.tx.us	7-2008	
Resigned	Resident	Pamela Tharp 2011 Whistling Way (H) 512-303-4137 (C) 512-658-2498 Runner_0816@yahoo.com	7-2008	



City of Taylor

Boards and Committee

Application

Fax to:
512-352-82

PLEASE TYPE OR PRINT CLEARLY:

Name Madeline Ward

Address (Residence and Mailing)
1308 TH Johnson Dr.

How long at this residence? 6 years

Phone (Home) _____

Cell Phone 214-500-4430

Fax _____

Email Madelineward@yahoo.com

Occupation CA

Employer Mrs. Janak

Address FM 973
355 FM 973 Taylor

Work Phone 512-352-6326

Business owner? ☐ Yes ☒ No

Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Park & Recreation Advisory

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Goverment, Captin, NHS,
president of ASL, & Taylor High Rep

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Madeline Ward Date 9/18/13

BOARD	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
PARKS & RECREATION	3	Nelson Alexander 709 Big Sur Trail (H) 512-309-4724; (C) 512-800-0462 melvinjn@outlook.com	3-2013	1-2015
	3	Kathleen Eason P. O. Box 166 1401 Wallace St (H) 365-2513; (C) 512-468-9544 Kathleen.eason@sbcglobal.net	3-2013	1-2016
	3	Gary Gola 1806 Cypress Cove (H) 365-1051; (C) 771-2413 gary@golarealtors.com	3-2013	1-2015
	3	Andrew Gonzales 1803 Oaklawn (C) 690-3331; (O) 485-6011 duck_tejano@yahoo.com	3-2013	1-2016
	3	Jennifer Jewett 1808 Cypress Cove (H) 352-8879; (C) 512-762-4638 jewetts@sbcglobal.net	3-2013	1-2016
	3	Joseph Meller jwmeller@gmail.com	3-2013	1-2014
	3	Kenny Orts 306 Drake Lane (C) 512-897-9038 ko@bayneminerals.com	3-2013	1-2014
	3	H. Daniel Philhower 1407 Sherry Drive (H) 352-6304; (C) 512-203-1893 dphilhower@americancampus.com	3-2013	1-2015
	3	Jason Richter 2701 North Drive (H) 365-9836 (C) 512-913-1594 (O) 232-6541 Jrichter9836@sbcglobal.net	3-2013	1-2014
	3	Stayci Roznovak-Burris 700 Drake Lane (C) 512-269-6080 _stayciburris@yahoo.com	3-2013	1-2015
	3	Lonnie Zycha 3110 Crystal Circle (H) 352-6113; (C) 512-595-2032 lonniezychasr@yahoo.com	3-2013	1-2016
	1	Vacant Student Position	3-2013	1-2014



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 12

Agenda Title: Consider Hotel/Motel Agreement with Taylor Chamber of Commerce.

Council Action to be taken: Approve, deny or table

Initiating Department: City Management

Staff Contact: Jeff Straub, Assistant City Manager

1. INTRODUCTION/PURPOSE

The City's agreement with the Chamber of Commerce for the distribution of a portion of the City's Hotel/Motel Occupancy Tax, contract expires on September 30, 2013.

2. DESCRIPTION/ JUSTIFICATION

This is an annual agreement and requires council review and approval each year.

3. FINANCIAL/BUDGET

The agreement states that the City will pay the Chamber seventy-five percent (75%) of the Hotel/Motel taxes collected by the City, but the amount collected shall exclude the amounts derived from sporting events during the term of the contract, not to exceed \$60,000 annually. Currently, the city pays the Chamber on a monthly basis.

Historically, the City of Taylor has paid the Chamber:

FY2010-11	\$43,319.75
FY2011-12	\$43,977.00
FY2012-13	\$42,543.88 (as of August)

4. TIMELINE CONSIDERATIONS

The current agreement expires at the end of September, 2013.

5. RECOMMENDATION

6. REFERENCE FILES

12a. [City Agreement](#) the Taylor Chamber of Commerce

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

PUBLICITY AND TOURISM AGREEMENT

This Publicity and Tourism Agreement ("Agreement") is made by and between the City of Taylor, Texas, a Texas Home Rule Municipal Corporation, (referred to herein as the "City") and the Taylor Chamber of Commerce, a Texas non-profit corporation organized and existing under the laws of the State of Texas, (referred to herein as "Chamber of Commerce"). The City and the Chamber of Commerce are also referred to collectively in this Agreement as the "Parties" and singularly as "Party". The Parties have entered into other Publicity and Tourism Agreements prior to the date of this Agreement. However, the Parties intend that this Agreement will supersede and replace all previously adopted and finalized Publicity and Tourism Agreements in their entirety.

RECITALS

WHEREAS, V.A.T.S. Tax Code, Chapter 351, entitled Local Hotel Occupancy Tax, provides that a hotel/motel sleeping room tax of seven percent (7%) may be collected by cities, and that the proceeds from such tax may be used for promotion of tourism, in support of the arts, historical preservations and other purposes as set out in the statute as now written and as may be amended, and the City has been and is collecting the tax; and

WHEREAS, the City, acting under the authority granted to it under state statutes and its Home-Rule Charter, has theretofore enacted a local hotel/motel occupancy tax on occupants of hotels and motels within the City and it's extraterritorial jurisdiction; and

WHEREAS, the City desires to use a portion of the revenue generated from the hotel/motel occupancy tax to promote tourism in the City and to publicize activities and special events occurring in and around the City; and

WHEREAS, the Chamber of Commerce has expressed a desire to establish ongoing programs to promote tourism in and around the City, and desires to work with the City to accomplish this goal; and

WHEREAS, the City, has determined that it desires to work with the Chamber of Commerce toward the mutual goal of promoting tourism in and around the City; and

WHEREAS, the City has determined the Chamber of Commerce is an organization that is able to receive information from the public concerning promotion of tourism in the Taylor area, and that the Chamber of Commerce is able to summarize the input received from the public in this regard and to present that information to the City Council for its consideration; and

WHEREAS, the City desires to periodically receive from the Chamber of Commerce information concerning requests of local businesses and organizations so that the City may evaluate the information when budgeting for expenditures related to publicity for the City, and for promoting tourism in and around the City; and

WHEREAS, in consideration of their mutual desire to promote tourism and to attract visitors to the City, the Parties desire to contract for the management and supervision by the Chamber of Commerce for programs and activities funded with revenue from the hotel/motel occupancy tax.

NOW, IN CONSIDERATION OF THE MUTUAL COVENANTS TO BE PERFORMED BY THE PARTIES AND OTHER VALUABLE CONSIDERATION HEREBY ACKNOWLEDGED THE PARTIES AGREE TO THE FOLLOWING:

I.

GENERAL TERMS

As more specifically detailed herein, the Parties generally agree to the following basic terms:

- 1) In conformity with the Texas Tax Code, Chapter 351 and the City ordinances pertaining thereto, the City shall collect the hotel/motel occupancy tax. The City shall provide to the Chamber of Commerce seventy-five per cent (75%) of hotel/motel taxes collected by the City, but the amount collected shall exclude the amounts derived from sporting events. Notwithstanding, the payment shall be limited to an amount not to exceed Sixty Thousand and No/100 Dollars (\$60,000.00). The remaining twenty five (25%) per cent and all amounts collected from sporting events held by City owned facilities shall be retained and used by the City as determined by the City in its

sole discretion. The payments to the Chamber of Commerce shall be made monthly within fifteen (15) days of receipt of the tax by the City. The anticipated months for revenue payments by the City to the Chamber of Commerce are February, May, August and November.

- 2) The Chamber of Commerce shall expend the tax revenue disbursed under this Agreement for the exclusive purpose of advertising and conducting solicitations and programs to attract tourists and visitors to the City and its vicinity, as provided by the Texas Tax Code Chapter \$351.101(a)(3). All such revenues shall be expended in a manner directly enhancing and promoting tourism and the hotel industry in the City and the immediate vicinity.

II.

SERVICES TO BE PERFORMED BY THE CHAMBER OF COMMERCE

Section 2.1 LOCAL ORGANIZATIONS'/BUSINESSES' REQUESTS FOR FUNDING:

The Parties agree that the Chamber of Commerce shall meet with members of the Taylor community to receive information from them, related to their requests for assistance from the City for promotion of business and/or publicity related to various local events and activities. Subsequently, on a quarterly basis, the Chamber of Commerce will coordinate with the City Manager to attend a regularly scheduled City Council meeting to present a written update on the information the Chamber of Commerce has gathered from the Taylor community and with year-to-date budget, income and expenditure information. The Parties agree that if and when entities, businesses or individuals in the Taylor community request an audience for presentation of information to the City concerning promotion of tourism or special events or activities, the City may refer these entities, businesses, and individuals to the Chamber of Commerce and the Chamber of Commerce shall schedule a time for presentation to the Chamber of Commerce.

Section 2.2 PROMOTION OF TOURISM:

The Chamber of Commerce shall perform services related to advertising and promoting tourism for the visitor market, from which the City derives direct tourist income benefit.

The Chamber of Commerce agrees to conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists, and meetings/conventions to the City and the local area by: publishing and distributing brochures and community information packets; advertising in various tourists publications and general media publications as appropriate; representing the City at travel shows and other such events; participating with state and regional agencies in tourist development programs of benefit to the local area and to the City; and, using all appropriate means to increase the traveling public's awareness of the resort and recreational advantages of the local area and the City.

The Chamber of Commerce further agrees that it will: seek to achieve economic benefits for the City through all such activities; provide tourist-related information about the City, upon request; and serve as an advisory body to the City, on request, in matters related to expanding the tourist-derived economy.

Section 2.3 STAFFING:

The Chamber of Commerce shall use its best efforts to secure sufficient numbers of employees and volunteers to accomplish the responsibilities set forth in this Agreement. The Chamber of Commerce shall further provide office space, equipment, supplies and other materials necessary to accomplish the purposes of this Agreement.

It is expressly understood and agreed by and between the Parties that the Chamber of Commerce is hired and engaged as an independent contractor and is not an officer, agent or employee of the City.

III.

BUDGET AND PERFORMANCE REVIEW

Section 3.1 BUDGET PROCESS:

On or about June 30th of each year that this Agreement is in effect, the Chamber of Commerce shall provide to the City a proposed budget for the upcoming year outlining the amount of hotel/motel occupancy tax revenue it expects to receive and how it will be expended. The proposed budget will then be considered and either rejected or approved by the City Council, in writing, in advance of the release of any local hotel/motel

occupancy tax funds. It is understood and agreed by and between the Parties that, upon budget approval by the City, a fiduciary duty is created in the Chamber of Commerce with respect to expenditures of revenue provided.

The Chamber of Commerce shall maintain complete and accurate financial record of each expenditure of local hotel/motel occupancy tax revenue it has received and, upon request of the City Council or other person acting on behalf of the City Council, shall make the records available for inspection and review. The Chamber of Commerce shall maintain the revenue provided from the local hotel/motel occupancy tax in a separate account established for that purpose and shall not commingle that revenue with any other monies of the Chamber of Commerce.

It is understood and agreed by and between the Parties that hotel/motel occupancy tax funds may be spent by the Chamber of Commerce for day-to-day operations including supplies, salaries, office rental, travel expenses, and other administrative costs, if the expenses have been previously approved in the budget and if directly related to the promotion of tourism. The portion of the total administrative costs for which hotel/motel occupancy tax revenues are expended may not exceed the actual administrative costs for the activities, nor may the administrative expense exceed thirty (30%) per cent of the hotel/motel occupancy tax paid by the City to the Chamber of Commerce. The administrative cost, once approved in the budget as provided herein, may be transferred into a separate Chamber of Commerce account.

Section 3.2 PERFORMANCE EVALUATION/STANDARDS:

Twice a year, during the term of this Agreement, the Chamber of Commerce shall conduct limited polling of the local businesses (i.e., restaurants, hotel/motels and specialty shops) to evaluate the benefit to the community derived from Chamber of Commerce expenditures of hotel/motel tax funds provided by the City and the economic impact, if any, of the City and Chamber of Commerce support of advertising and promoting the City and of various community events. The Chamber of Commerce shall provide the results of the polls to the City Council in its April and October reports to the City Council (required in Section 3.3 below). The reports will indicate, for example, what increase, if any, has occurred in revenues generated for local hotel/motels, as a result of specific publicity and promotion campaigns. The reports shall compare the increase and/or

decrease in the hotel/motel tax collection for that period with the proceeding periods. The Parties agree, however, that should any state, local, or national circumstances beyond the control of the Chamber of Commerce negatively effect the Chamber of Commerce performance under this Agreement, the City Council shall take the factors into consideration in evaluating the Chamber of Commerce annual performance under this Agreement. In addition, the Chamber of Commerce shall conduct a survey and generate a report of the survey as a result of all events held on Taylor regional Park and Sports Complex facilities. The survey shall be a regular and ongoing survey to sufficiently allocate all hotel/motel tax derived from such sporting events from other hotel/motel tax.

Section 3.3 REPORTING:

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 quarterly reports shall include, but are not limited to, the following information:

- 1) a description of the activities undertaken by the Chamber of Commerce to benefit the City during the preceding quarter which shall include a Post Event Report Form for each activity receiving Hotel Motel Funds in the form attached hereto as Exhibit "A" and incorporated by reference herein;
- 2) an updated financial statement that indicates how the Chamber of Commerce has expended hotel/motel occupancy tax funds provided by the City on the development of tourism and promotion of local events and on activities, businesses, and organizations, pursuant to the Chamber of Commerce's annual tourism budget as previously approved by the City Council; and,
- 3) Other information the City Council may request after reviewing the reports presented to ensure City Councils' understanding of the activities undertaken by the Chamber of Commerce in performance of the terms of the Agreement.

All reports and records related to hotel/motel occupancy tax funds shall be maintained and available to the City for a period of five (5) years after receipt of approval from the City.

IV.

TERM AND TERMINATION

This Agreement shall begin the 1st day of October 2012, and shall terminate at midnight on the 30th day of September 2013. In the event either Party fails to abide by any of the terms of this Agreement the non-defaulting party shall furnish a thirty (30) day prior written notice of the default and opportunity to cure to the defaulting Party. The defaulting Party shall have thirty (30) days from the date of the notice to cure the default and if the default is cured within the thirty (30) day cure period this Agreement shall remain in full force and effect. Failure of the defaulting Party to cure the default within the thirty (30) day cure period shall result in termination of this Agreement ninety (90) days from the date of the default notice was given by the non-defaulting Party to the defaulting Party or September 30, whichever occurs first.

V.

NOTICES

Any notice necessary or appropriate relative to this Agreement shall be effective when deposited in the United States mail, either certified and/or registered mail, postage prepaid and addressed to:

City of Taylor
Attn: City Manager
400 Porter Street
Taylor, Texas 76574

Taylor Chamber of Commerce
Attn: President
P. O. Box 231
Taylor, Texas 76574

With a copy to:
Taylor Chamber of Commerce
Attn: Chairman-Board of Directors
P. O. Box 231
Taylor, Texas 76574

VI.

ASSIGNMENT

No part of this Agreement may be assigned or delegated without the prior written consent of the other party, and any attempted assignment of benefits or rights or delegation of duties or obligations shall be a breach of this Agreement. However, nothing in this Agreement shall prohibit the Chamber of Commerce from participating with regional or state tourism programs or contracting for joint promotion with other agencies.

VII.

VENUE AND JURISDICTION

This Agreement shall be subject to the laws and statutes of the State of Texas, and venue, jurisdiction and performance shall be in Williamson County, Texas.

VIII.

INDEMNITY

The Chamber of Commerce agrees to and shall indemnify and hold harmless and defend the City, its officers, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability for negligence and willful misconduct of the Chamber of Commerce, including without limitation, all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or from damage to any property, arising from or in connection with the operations of the Chamber of Commerce, its officers, agents, and employees carried out in furtherance of this Agreement. The Chamber of Commerce shall carry or cause to be carried public liability insurance in the amount(s) of: THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00) for each person; THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00) for each occurrence; and ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) property damage liability insurance for each occurrence. The insurance policies for the coverage shall name the City as an additional insured and the policies, or duplicate originals thereof, must be filed with the City before any operations contemplated by this Agreement are begun by the Chamber of Commerce.

IX.

INDEPENDENT CONTRACTOR

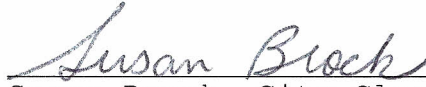
It is understood and agreed that the Chamber of Commerce shall not in any manner be considered a partner or joint venturer with the City, nor shall the Chamber of Commerce be considered or hold itself out as an agent or official representative of the City. The Chamber of Commerce shall be considered an independent contractor for the purposes of the Agreement and shall in no manner incur any expenses or liability on behalf of the City.

Dated this the 1th day of October, 2012.

CITY OF TAYLOR, TEXAS


BY: Don R. Hill
ITS: Mayor

Attest:


Susan Brock, City Clerk

TAYLOR CHAMBER OF COMMERCE


BY: Thomas Martinez
ITS: President

POST EVENT REPORT FORM

HOTEL OCCUPANCY TAX FUNDING

By law of the State of Texas, the City _____ (fill in name of your city or entity overseeing use of hotel tax) collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfast inns. The revenue from the HOT may be used only to directly promote tourism and the convention and hotel industry. The use of HOT funds is limited to:

- i) the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing operation and maintenance of convention center facilities or visitor information centers, or both;
- ii) the furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
- iii) advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
- iv) the encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms, and
- v) historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.
- vi) Sporting related expenses if the majority of the participants are tourists and if the event substantially increases economic activity at area hotels.

The _____ (fill in name of your city or entity overseeing use of hotel tax) accepts applications from groups and businesses meeting the above criteria and wishing to receive HOT funds. **All entities that are approved for such funds must submit a Post Event Report Form within 60 days of each funded event.** The report will be reviewed by the _____ (FILL IN NAME OF YOUR CITY OR ENTITY OVERSEEING USE OF HOTEL TAX) to determine how well the entity met its goals and be used in consideration of future hotel occupancy tax funding requests. Priority will be given to those events that demonstrate an ability to generate overnight visitors to _____ (fill in name of your city or entity overseeing use of hotel tax).



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 13

Agenda Title: Receive presentation and discuss plans for leadership program, Taylor 101

Council Action to be taken: Receive Presentation and Offer Feedback

Initiating Department: City Administration

Staff Contact: Esther Walton, Assistant to the City Manager;
Jeff Straub, Assistant City Manager

1. INTRODUCTION/PURPOSE

At Mayor Ancira and Council's urging, city administration and department heads have collaborated in developing the proposed curriculum for *Taylor 101*, a leadership program designed to familiarize citizens with how our city is chartered, how our city is funded and details about each of our departments and services. Emphasis will be placed on citizen involvement and diversity of participants.

The intent of this presentation is to update Council on progress made in course development and to receive feedback (after Council has time to digest the curriculum) and any suggestions for changes, etc.

2. DESCRIPTION/ JUSTIFICATION

Personal and informative interaction with the public is a very productive exercise. Its value is extremely apparent, evidenced by the long-standing relationships developed when we have conducted citizen police academies.

Taylor 101 will be an interactive educational experience for participating citizens of Taylor. We intend for this program to be as experiential as possible and not merely a classroom setting.

The stated goal of Taylor 101 is: *Citizen Involvement;*
The City should inform and educate citizens on government processes and opportunities for active involvement in community decisions.

The Mission Statement of Taylor 101 is: *The mission of the Taylor 101 program is to familiarize citizens with the structure, function, and purpose of Taylor City government,*

and to equip and encourage participants to assume a leadership role within the Taylor Community.

Class Timeframe and locations(s)

- 10 weekly sessions (Tuesday evenings)
- City Council Chambers (except for field trips – Saturday)
- Typical Class
 - o 3 hrs. per session
 - o 30 minute dinner
 - o Informational; interactive

3. FINANCIAL/BUDGET

There will be a cost to the City of Taylor for food, materials and field trip transportation. We intend to absorb these costs in our recently passed budget.

There will be no charge to participants.

4. TIMELINE CONSIDERATIONS

Taylor 101 is slated to begin in January 2014.

5. RECOMMENDATION

Receive presentation and offer feedback.

6. REFERENCE FILES

13a. [PowerPoint Presentation](#)

13b. [.PDF of Presentation](#)

Welcome to





Taylor 101

Goal: Community Involvement

The City should inform and educate citizens on government processes and opportunities for active involvement in community decisions.



Taylor 101

Mission Statement –

- The mission of the Taylor 101 program is to familiarize citizens with the structure, function, and purpose of Taylor City government, and to equip and encourage participants to assume a leadership role within the Taylor Community.





Taylor 101

Goals of Project:

- To assist in developing leaders for the City.
- To provide an understanding of how Taylor's systems work and how leaders influence the decision making.
- To attract under-represented communities in Taylor to seek greater involvement in City affairs.
- To make Taylor a more prosperous community with a larger base of talented, informed citizens willing to participate in making the City a better place to live, work, shop and play.



Taylor 101

Overview

- Class Timeframe and locations(s)
 - 10 weekly sessions
 - City Council Chambers (except for field trips)
- Typical Class
 - 3 hrs. per session
 - 30 minute dinner
 - Informational; interactive
- Curriculum – an experiential program with an opportunity for hands-on learning



Taylor 101

Typical Session Format

5:30 – 6:00

Dinner (Optional)

6:00 pm – 9:00 pm

Class Time

6:00

Session Begins

7:30

Break – (10 minutes)

7:40

Session Resumes

9:00

Adjourn

Taylor 101

Class times and Locations

Week 1	Tuesday, January 28 th	City Hall	City Government, City Council, City Management
Week 2	Tuesday, February 4 th	City Hall	Human Resources, PIO, Main Street
Week 3	Tuesday, February 11 th	City Hall	Finance, Municipal Court, Judge
Week 4	Tuesday, February 18 th	City Hall	Utilities, Parks & Recreation, Engineering, Internal Svcs
Week 5	Tuesday, February 25 th	City Hall	Fire Department, EMS
Week 6	Tuesday, March 4 th	City Hall	Police Dept., Dispatch, Animal Control
<i>Saturday, March 8th Tour of Services Provided (Police, Animal Shelter & Fire Departments)</i>			

Taylor 101

Class times and Locations

Week 7	Tuesday, March 11 th	City Hall	Planning Dev., Permits & Inspections Zoning
Week 8	Tuesday, March 18 th	City Hall	Library, Airport, Cemetery
Week 9	Tuesday, March 25 th	City Hall	Chamber, TEDC, Economic Development
Week 10	Tuesday, April 1 st	City Hall	Small Group Discussions, Questions for City Management
Graduation	***Thursday, April 10th	City Hall Council Chambers	

All evening classes will be from 6:00 pm until 9:00 pm unless noted otherwise.

Dinner will be provided from 5:30 pm to 6:00 pm for those who would like to attend.

Saturday tour will begin at 9:00 am. Lunch will be provided

***Graduation reception will occur at 6:00 pm at the City Council meeting on Thursday, April 10th.

Taylor 101 Synopsis

Week 1 City Government, City Council, City Management

- Mayor's Welcome
- City History
- Current City Profile-Demographics
- Forms of City Government
- Two Governance Systems (Mayor-Council) (Council-Manager)
- City Charter

City Clerk

- Duties/Training
- Council Meetings
- Open Records/Public Information
- Elections
- Records Management
- City Boards and Commissions
- Other Services
- Q&A Session

Taylor 101 Synopsis

Week 2 Human Resources

- Mission Statement
- Human Resources Functions
- Organizational Profile for fiscal year 2013-2014
- Maintaining a Strong Workforce
- Preparing Employees to Succeed-Organization Development
- Maintaining a Strong Workforce
- Health & Wellness
- Organization Support
- Worker's Compensation Program
- Safety & Loss Prevention
- Accident Review Board
- Safety Training
- Defensive Driving
- CPR
- Emergency Preparedness/Evacuation Drills
- Q&A Session

Taylor 101 Synopsis

Week 2 PIO

- Mission Statement
- Media Relations
- Support Communications Channel
- Marketing and Advertising
- Emergency Communications
- Public Relations
- Public Affairs
- Q&A Session

Main Street

- Mission Statement
- Partners
- Relationship with all in downtown area
- Organization
- Promotion
- Design
- Economic Restructuring
- Grants

Taylor 101 Synopsis

Week 2 Main Street

- Restoration Projects
- Recruiting businesses
- Community Events
- Film Friendly City
- Event Permits
- Q&A Session

Week 3 Finance

- Mission Statement
- Department Structure
- Graph
- Finance & Utility Expenditure Graph
- Responsibilities
- Functions
- Treasury
- Accounting
- Payroll
- Accounts Payable

Taylor 101 Synopsis

Week 3 Finance

- Purchasing
- Budget Process
- Debt Management
- Utility Administration/Billing
- Billing Cycle
- Payment Methods
- Auditing
- Q&A Session

Municipal Court

- Mission Statement
- Court Organization
- Image of the Court
- Collection Agency Fees
- Hand Outs – Overview of the Court
- Mock Trial
- Q&A Session

Taylor 101 Synopsis

Week 3 Judge

- Jurisdiction
- Procedures
- Magistration
- Q&A Session

Week 4 Utilities (Water Distribution)

- Department Description
- Mission Statement
- Map of Coverage area
- 2013/2014 Goals and Objectives
- Organization Profile
- Where the City's water originates
- Storage facilities for our water
- What it takes to keep the water flowing

Taylor 101 Synopsis

Week 4 Waste Water Collections and Treatment

- Outline of Waste Water Collections
- Map of Coverage Area
- How the waste water gets to treatment plant
- What takes place at treatment plant
- The finished product after treatment is complete

Public Works Street & Grounds Maintenance

- Mission Statement
- Purpose and Responsibilities
- Hierarchy of Positions
- Employees
- Budget
- Street Maintenance
- Grounds Maintenance
- Special Events
- Q&A Session

Taylor 101 Synopsis

Week 4 Parks and Recreation

- Mission Statement
- Brief Budget Statement
- Summary of Duties/Responsibilities
- Organization Chart
- Facility maintenance and operations
- Park Information/History
- Park usage data
- Community Events
- City Tournaments
- Community Partnerships/Assistance
- Community Involvement
- Department Recognitions
- Q&A Session

Engineering

Taylor 101 Synopsis

Week 4 Internal Services

Information Technology Department

- Mission Statement
- Information Technology Functions
- Organizational Structure
- Performance Measures
- Services Provided
- Infrastructure Projects
- Software Applications
- External Services
- Q&A Session

Building Maintenance Department

- Mission Statement
- Building Maintenance Functions
- Organizational Structure
- Performance Measurers
- Facility Locations
- Services Provided
- Q&A Session

Taylor 101 Synopsis

Week 4 Internal Services

Fleet Services Department

- Mission Statement
- Fleet Services Functions
- Organizational Structure
- Performance Measurers
- Services Provided
- ASE Certifications
- Q&A Session

Week 5 Fire Department

- History and Rich Heritage
- Operational Structure
- Ranks and Responsibilities
- Minimum Requirements
- Life of a Firefighter
- Response Matrix
- Budget
- Q&A Session

Taylor 101 Synopsis

Week 6 Police Dept

- Chief Background
- Organization Chart
- Patrol Operations
- Specialized Units
- Budget
- 2012 Index Crime
- Police Monthly Activity
- Vision
- Q&A Session

Dispatch

- Telecommunicator Definition
- Qualifications to become a Communications Officer
- Job Duties
- Every Call begins with WHERE
- Lifeline
- Q&A Session

Taylor 101 Synopsis

Week 6 Animal Control

- Introduction
- Field Operations
- Management and Record Keeping
- Facility Design and Environment
- Population Management
- Sanitation
- Medical Health and Physical Wellbeing
- Animal Handling and Animal Transport
- Public Health
- Resources to Reduce Population
- Conclusion
- Q&A Session

******Saturday, March 8th******

***•Tour of Services Provided (Police, Animal Shelter and Fire
Departments)***

Taylor 101 Synopsis

Week 7 Planning Development Department

- Mission Statement
- Vision Statement
- Personnel Organization Chart
- Policies and Procedures; Permits
- Planning Current
- Planning Long Range
- Geographic Information Systems (GIS)
- Building Inspections
- Code Enforcement
- Moody Museum
- Main Street Program (previously discussed earlier in the semester)
- Special Events
- Movies
- Grants
- Economic Development Support
- Regional Involvement
- Housing
- Q&A Session

Taylor 101 Synopsis

Week 8 Library

- Snapshot
- Library Cards
- How does the Library get books & other materials
- How books and other materials are picked to buy
- Computer and Job Searching Classes
- Weekly Programs
- Free Meeting Rooms
- Partnership with other organizations
- Q&A Session

Airport

- General Information
- Taylor's Role in Texas Aviation
- Economic Impact of Aviation
- Airport Funding
- Facilities and Upgrades
- Challenges and Goals
- Q&A Session

Taylor 101 Synopsis

Week 8 Cemetery

- History of the cemetery
- View of all 5 Additions/Acres in cemetery
- Map of all 4 additions
- Occupied Spaces since 1889 to 2013 graph
- Sale of Space/Statistics
- Sales Comparison 2012/2013
- Statistics
- Occupied Spaces
- Revenue
- Opening & Closing
- Funeral Information
- Fees/Rate
- Head Stones Rules/Regulations
- Gates Hours
- Cemetery Clean UP
- Contact information
- Q&A Session

Taylor 101 Synopsis

Week 9 *Chamber*

- Introduction to the Chamber
- Chamber Vision & Mission Statements
- Partners
- Myths
- History
- Present
- Q&A Session

TEDC

- Brief overview of Economic Development (Type A and B corps)
- History
- Projects
- Work on the future
- Q&A Session

Taylor 101 Synopsis

Week 9 Economic Development

- *The City's Role in economic development*
- *The City's approach to economic development/partnerships are the key*
- *Why incentives are sometimes necessary*

Week 10 Small Group Discussions, Questions for City Management

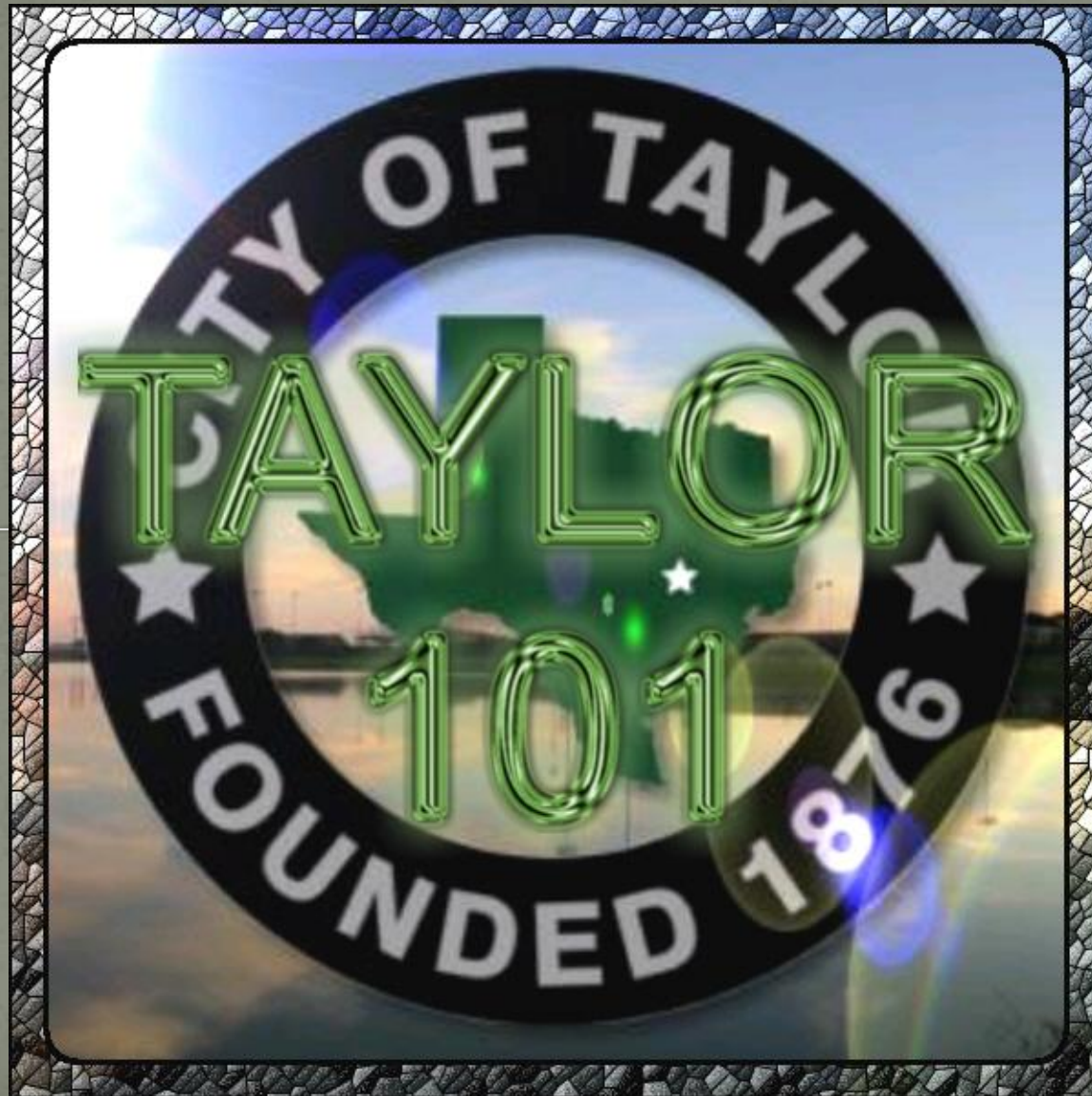


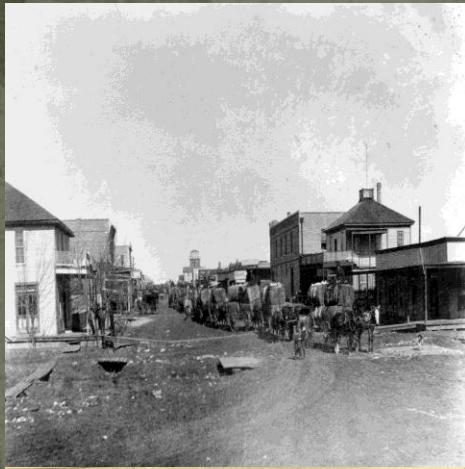
Graduation
*****Thursday, April 10th**
City Hall Council Chambers

Taylor 101

We are asking your feedback and/or suggestions over the next couple of weeks.

Welcome to





Taylor 101

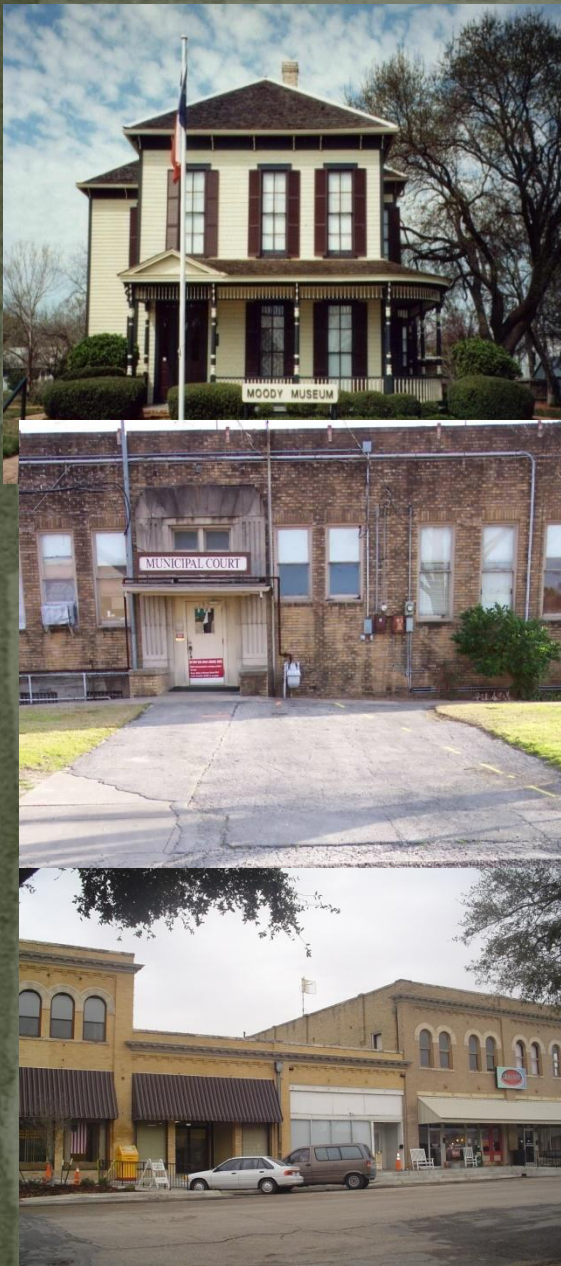
Goal: Community Involvement

The City should inform and educate citizens on government processes and opportunities for active involvement in community decisions.

Taylor 101

Mission Statement –

- The mission of the Taylor 101 program is to familiarize citizens with the structure, function, and purpose of Taylor City government, and to equip and encourage participants to assume a leadership role within the Taylor Community.





Taylor 101

Goals of Project:

- To assist in developing leaders for the City.
- To provide an understanding of how Taylor's systems work and how leaders influence the decision making.
- To attract under-represented communities in Taylor to seek greater involvement in City affairs.
- To make Taylor a more prosperous community with a larger base of talented, informed citizens willing to participate in making the City a better place to live, work, shop and play.





Taylor 101

Overview

- Class Timeframe and locations(s)
 - 10 weekly sessions
 - City Council Chambers (except for field trips)
- Typical Class
 - 3 hrs. per session
 - 30 minute dinner
 - Informational; interactive
- Curriculum – an experiential program with an opportunity for hands-on learning



Taylor 101

Typical Session Format

5:30 – 6:00

Dinner (Optional)

6:00 pm – 9:00 pm

Class Time

6:00

Session Begins

7:30

Break – (10 minutes)

7:40

Session Resumes

9:00

Adjourn

Taylor 101

Class times and Locations

Week 1	Tuesday, January 28 th	City Hall	City Government, City Council, City Management
Week 2	Tuesday, February 4 th	City Hall	Human Resources, PIO, Main Street
Week 3	Tuesday, February 11 th	City Hall	Finance, Municipal Court, Judge
Week 4	Tuesday, February 18 th	City Hall	Utilities, Parks & Recreation, Engineering, Internal Svcs
Week 5	Tuesday, February 25 th	City Hall	Fire Department, EMS
Week 6	Tuesday, March 4 th	City Hall	Police Dept., Dispatch, Animal Control
<i>Saturday, March 8th Tour of Services Provided (Police, Animal Shelter & Fire Departments)</i>			

Taylor 101

Class times and Locations

Week 7	Tuesday, March 11 th	City Hall	Planning Dev., Permits & Inspections Zoning
Week 8	Tuesday, March 18 th	City Hall	Library, Airport, Cemetery
Week 9	Tuesday, March 25 th	City Hall	Chamber, TEDC, Economic Development
Week 10	Tuesday, April 1 st	City Hall	Small Group Discussions, Questions for City Management
Graduation	***Thursday, April 10th	City Hall Council Chambers	

All evening classes will be from 6:00 pm until 9:00 pm unless noted otherwise.

Dinner will be provided from 5:30 pm to 6:00 pm for those who would like to attend.

Saturday tour will begin at 9:00 am. Lunch will be provided

***Graduation reception will occur at 6:00 pm at the City Council meeting on Thursday, April 10th.

Taylor 101 Synopsis

Week 1 City Government, City Council, City Management

- Mayor's Welcome
- City History
- Current City Profile-Demographics
- Forms of City Government
- Two Governance Systems (Mayor-Council) (Council-Manager)
- City Charter

City Clerk

- Duties
- Home-Rule City
- Governed By
- Ordinance/Resolution
- Council Meetings
- Open Records/Public Information
- Elections
- Records Management
- City Boards and Commissions
- Separate Legal Entities
- Other Services
- Q&A Session

Taylor 101 Synopsis

Week 2 ***Human Resources***

- Mission Statement
- Human Resources Functions
- Organizational Profile for fiscal year 2013-2014
- Maintaining a Strong Workforce
- Preparing Employees to Succeed-Organization Development
- Maintaining a Strong Workforce
- Health & Wellness
- Organization Support
- Worker's Compensation Program
- Safety & Loss Prevention
- Accident Review Board
- Safety Training
- Defensive Driving
- CPR
- Emergency Preparedness/Evacuation Drills
- Q&A Session

Taylor 101 Synopsis

Week 2 PIO

- Mission Statement
- Media Relations
- Support Communications Channel
- Marketing and Advertising
- Emergency Communications
- Public Relations
- Public Affairs
- Q&A Session

Main Street

- Mission Statement
- Partners
- Relationship with all in downtown area
- Organization
- Promotion
- Design
- Economic Restructuring
- Grants

Taylor 101 Synopsis

Week 2 Main Street

- Restoration Projects
- Recruiting businesses
- Community Events
- Film Friendly City
- Event Permits
- Q&A Session

Week 3 Finance

- Mission Statement
- Department Structure
- Graph
- Finance & Utility Expenditure Graph
- Responsibilities
- Functions
- Treasury
- Accounting
- Payroll
- Accounts Payable

Taylor 101 Synopsis

Week 3 Finance

- Purchasing
- Budget Process
- Debt Management
- Utility Administration/Billing
- Billing Cycle
- Payment Methods
- Auditing
- Q&A Session

Municipal Court

- Mission Statement
- Court Organization
- Image of the Court
- Collection Agency Fees
- Hand Outs – Overview of the Court
- Mock Trail
- Q&A Session

Taylor 101 Synopsis

Week 3 Judge

- Jurisdiction
- Procedures
- Magistration
- Q&A Session

Week 4 Utilities (Water Distribution)

- Department Description
- Mission Statement
- Map of Coverage area
- 2013/2014 Goals and Objectives
- Organization Profile
- Where the City's water originates
- Storage facilities for our water
- What it takes to keep the water flowing

Taylor 101 Synopsis

Week 4 Waste Water Collections and Treatment

- Outline of Waste Water Collections
- Map of Coverage Area
- How the waste water gets to treatment plant
- What takes place at treatment plant
- The finished product after treatment is complete

Public Works Street & Grounds Maintenance

- Mission Statement
- Purpose and Responsibilities
- Hierarchy of Positions
- Employees
- Budget
- Street Maintenance
- Grounds Maintenance
- Special Events
- Q&A Session

Taylor 101 Synopsis

Week 4 Parks and Recreation

- Mission Statement
- Brief Budget Statement
- Summary of Duties/Responsibilities
- Organization Chart
- Facility maintenance and operations
- Park Information/History
- Park usage data
- Community Events
- City Tournaments
- Community Partnerships/Assistance
- Community Involvement
- Department Recognitions
- Q&A Session

Engineering

Taylor 101 Synopsis

Week 4 Internal Services

Information Technology Department

- Mission Statement
- Information Technology Functions
- Organizational Structure
- Performance Measures
- Services Provided
- Infrastructure Projects
- Software Applications
- External Services
- Q&A Session

Building Maintenance Department

- Mission Statement
- Building Maintenance Functions
- Organizational Structure
- Performance Measurers
- Facility Locations
- Services Provided
- Q&A Session

Taylor 101 Synopsis

Week 4 Internal Services

Fleet Services Department

- Mission Statement
- Fleet Services Functions
- Organizational Structure
- Performance Measurers
- Services Provided
- ASE Certifications
- Q&A Session

Week 5 Fire Department

- History and Rich Heritage
- Operational Structure
- Ranks and Responsibilities
- Minimum Requirements
- Life of a Firefighter
- Response Matrix
- Budget
- Q&A Session

Taylor 101 Synopsis

Week 6 Police Dept

- Chief Background
- Organization Chart
- Patrol Operations
- Specialized Units
- Budget
- 2012 Index Crime
- Police Monthly Activity
- Vision
- Q&A Session

Dispatch

- Telecommunicator Definition
- Qualifications to become a Communications Officer
- Job Duties
- Every Call begins with WHERE
- Lifeline
- Q&A Session

Taylor 101 Synopsis

Week 6 Animal Control

- Introduction
- Field Operations
- Management and Record Keeping
- Facility Design and Environment
- Population Management
- Sanitation
- Medical Health and Physical Wellbeing
- Animal Handling and Animal Transport
- Public Health
- Resources to Reduce Population
- Conclusion
- Q&A Session

******Saturday, March 8th******

***•Tour of Services Provided (Police, Animal Shelter and Fire
Departments)***

Taylor 101 Synopsis

Week 7 Planning Development Department

- Mission Statement
- Vision Statement
- Personnel Organization Chart
- Policies and Procedures; Permits
- Planning Current
- Planning Long Range
- Geographic Information Systems (GIS)
- Building Inspections
- Code Enforcement
- Moody Museum
- Main Street Program (previously discussed earlier in the semester)
- Special Events
- Movies
- Grants
- Economic Development Support
- Regional Involvement
- Housing
- Q&A Session

Taylor 101 Synopsis

Week 8 Library

- Snapshot
- Library Cards
- How does the Library get books & other materials
- How books and other materials are picked to buy
- Computer and Job Searching Classes
- Weekly Programs
- Free Meeting Rooms
- Partnership with other organizations
- Q&A Session

Airport

- General Information
- Taylor's Role in Texas Aviation
- Economic Impact of Aviation
- Airport Funding
- Facilities and Upgrades
- Challenges and Goals
- Q&A Session

Taylor 101 Synopsis

Week 8 Cemetery

- History of the cemetery
- View of all 5 Additions/Acres in cemetery
- Map of all 4 additions
- Occupied Spaces since 1889 to 2013 graph
- Sale of Space/Statistics
- Sales Comparison 2012/2013
- Statistics
- Occupied Spaces
- Revenue
- Opening & Closing
- Funeral Information
- Fees/Rate
- Head Stones Rules/Regulations
- Gates Hours
- Cemetery Clean UP
- Contact information
- Q&A Session

Taylor 101 Synopsis

Week 9 Chamber

- Introduction to the Chamber
- Chamber Vision & Mission Statements
- Partners
- Myths
- History
- Present
- Q&A Session

TEDC

- Brief overview of Economic Development (Type A and B corps)
- History
- Projects
- Work on the future
- Q&A Session

Taylor 101 Synopsis

Week 9 Economic Development

- *The City's Role in economic development*
- *The City's approach to economic development/partnerships are the key*
- *Why incentives are sometimes necessary*

Week 10 Small Group Discussions, Questions for City Management



Graduation
*****Thursday, April 10th**
City Hall Council Chambers

Taylor 101

We are asking your feedback and/or suggestions over the next couple of weeks.



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 14
Agenda Title: Update on Capital Improvement Projects.
Council Action to be taken: Receive update.
Initiating Department: City Administration
Staff Contact: Jim D. Dunaway, City Manager
Casey B. Sledge, P.E., Consulting City Engineer

1. INTRODUCTION/PURPOSE

Council has requested that a regular update on Capital Improvement Projects be conducted in the public forum of Council meetings. These presentations will assist in our efforts to keep the Council and public informed on the status of ongoing projects. Casey will be present to present this monthly report and address any questions or comments you may have.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

- 14a. [CIP Report](#) August
14b. [CIP Report September](#)

Capital Improvement Program

August 2013

Monthly Report





TO: Mayor and City Council, City of Taylor

FROM: Casey Sledge, P.E., AICP, CFM - Sledge Engineering, LLC

SUBJECT: August 2013 Monthly CIP Report – 8/19/13

The following report is intended to give an update of ongoing CIP Projects. If more

information is needed, please contact me anytime.

2 nd Street Paving & Drainage	
Designer: Halff Associates	Contractor: FT Woods

- ONCOR street lights are installed
- Final reimbursements to Williamson County are under review this week





2011 CDBG Water Mains	
Designer: Sledge Engineering	Contractor: SBS Construction
Key Dates: 2/4/13 Notice to Proceed	Construction Award: \$277,850

- Final connection remains at Walnut Street
- Negotiated Walnut St tie in work this week with contractor; work is being scheduled and coordinated with Williamson County Grain; possibility of road closure and detour are being planned for
- Dolan Street testing passed and water main is on line

2012 CDBG Streets	
Designer: Sledge Engineering	Contractor: TBD
Key Dates:	Construction Award:

- Surveying work complete
- Design underway

2013 Pavement Maintenance	
Designer: Sledge Engineering	Contractor: TBD
Key Dates:	Construction Award:

- Design underway for Downtown Streets and Fair Streets throughout City
- Survey work complete

2013 TPWD Trails Grant	
Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Notified of grant award

2013 Transportation Enhancement Funding	
Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Notified of grant award

Car Wash Water Main	
Designer: Sledge Engineering	Contractor: Lewis Construction
Key Dates:	Construction Award:

- short 12" water main extension to provide fire protection to Car Wash site and adjacent properties
- Design is complete; Construction anticipated to begin within 2 weeks

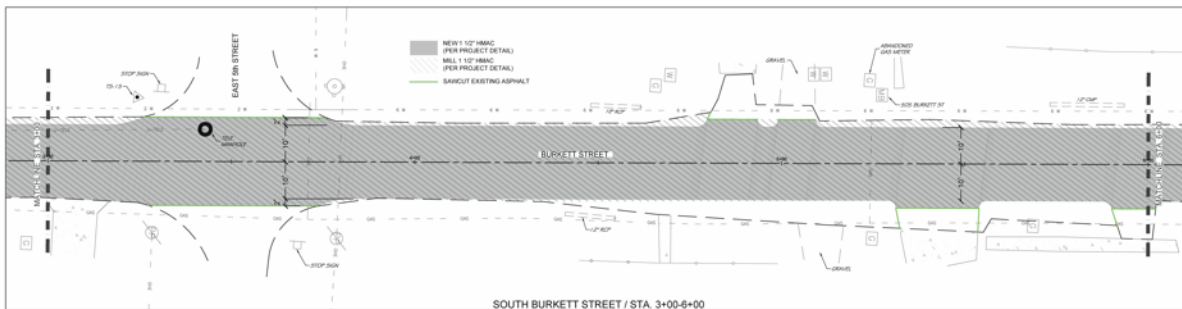
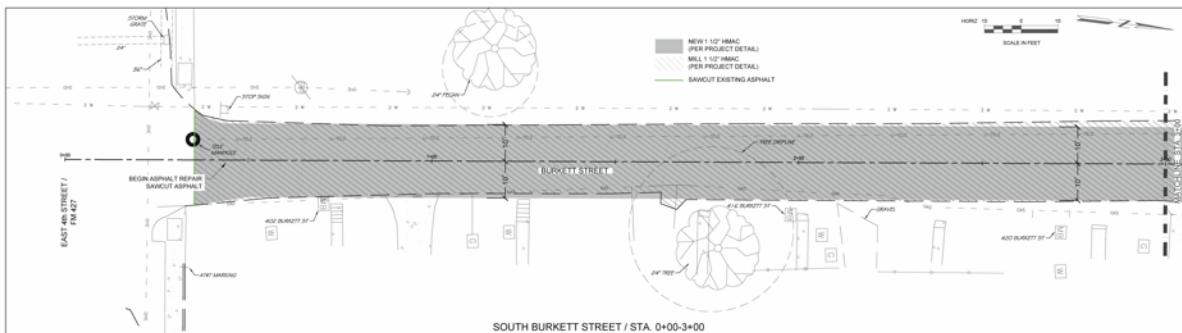
Municipal Drainage Utility Fund Projects - 2013	
Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Planning and discussions for next project(s) underway

Capital Improvement Program

September 2013

MONTHLY REPORT



Date	Revisions
	Remarks



CITY OF TAYLOR
TAYLOR STREETS REHABILITATION
JONES ST. AND BURKETT ST.
Taylor, Texas

Project No.
130710001

C5.0





TO: Mayor and City Council, City of Taylor

FROM: Casey Sledge, P.E., AICP, CFM - Sledge Engineering, LLC

SUBJECT: September 2013 Monthly CIP Report – 9/19/13

The following report is intended to give an update of ongoing CIP Projects. If more information is needed, please contact me anytime.

2011 CDBG Water Mains	
Designer: Sledge Engineering	Contractor: SBS Construction
Key Dates: 2/4/13 Notice to Proceed	Construction Award: \$277,850

- Final connection remains incomplete at Walnut Street east of RR tracks
- Contractor is installing connections and tie ins on Walnut west of tracks this week



2012 CDBG Streets

Designer: Sledge Engineering	Contractor: TBD
Key Dates:	Construction Award:

- Design underway; plan & profile sheets have been created for Jones & Burkett Streets. Utility redesign is underway to remove old water and wastewater mains

2013 Pavement Maintenance

Designer: Sledge Engineering	Contractor: TBD
Key Dates:	Construction Award:

- Design underway for Downtown Streets and Fair Streets throughout City
- We continue to meet with Downtown Association monthly

2013 TPWD Trails Grant

Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Notified of grant award

2013 Transportation Enhancement Funding

Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Notified of grant award

Car Wash Water Main

Designer: Sledge Engineering	Contractor: Lewis Construction
Key Dates:	Construction Award:

- short 12" water main extension to provide fire protection to Car Wash site and adjacent properties
- Design is complete; Construction anticipated to begin after easements obtained

Municipal Drainage Utility Fund Projects - 2013

Designer:	Contractor: TBD
Key Dates:	Construction Award:

- Planning and discussions for next project(s) underway



***City Council Meeting
September 24, 2013
Agenda Item Transmittal***

Agenda Item #: 15

Agenda Title: Discuss and consider search mechanism for new City Manager

Council Action to be taken: Provide direction to Staff

Initiating Department: City Council

Staff Contact: Jesse Ancira, Jr., Mayor

1. INTRODUCTION/PURPOSE

Mayor Ancira has asked that this item be added to your agenda to discuss what mechanism (professional search, internal search, etc.) that the Council would like to utilize to acquire the next City Manager. Mayor Ancira has acquired some information that he would like to share with the Council in order to receive input.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES



***City Council Meeting
September 24, 2013
Agenda Item Transmittal***

Agenda Item #: 16

Agenda Title: Discuss and consider proposed future meeting dates and agenda items.

Council Action to be taken: No action can be taken on this item

Initiating Department: City Council

Staff Contact: Jesse Ancira, Jr., Mayor

1. INTRODUCTION/PURPOSE

Under this item, we will be receiving input regarding future agenda items from you. This agenda item will be added as a routine matter on each of your upcoming agendas and will not be an action item since no specific items are listed for consideration. Staff will be also be bringing potential agenda items before you at this time.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

16a. Calendars

October 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>National Night Out</i>	2	3	4	5 <i>Good Life Fair</i>
6	7	8	9	10 <i>Council Mtg</i>	11	12 <i>City Fall Clean up</i>
13	14	15	16	17	18	19
20	21	22	23	24 <i>Council Mtg</i>	25	26 <i>Heritage Fair Downtown</i>
27	28	29	30	31 <i>Spooktacular Downtown Event</i>		

November 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 <i>Election Day</i>	6	7	8	9
10	11 <i>Veterans Day</i>	12	13	14 <i>Council Mtg</i>	15	16
17	18	19	20	21	22	23
24	25	26	27	28 <i>Thanksgiving Day</i>	<i>Thanksgiving Holiday</i>	30

December 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7 <i>Christmas Parade and Bazaar</i>
8	9	10	11	12 <i>Council Mtg</i>	13	14
15	16	17	18	19	20	21
22	23	24 <i>City Holiday</i>	25 <i>Christmas Holiday</i>	26	27	28
29	30	31				

January 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 <i>New Years Day Holiday</i>	2	3	4
5	6	7	8	9 <i>Council Mtg</i>	10	11
12	13	14	15	16	17	18
19	20 <i>MLK Holiday</i>	21	22	23 <i>Council Mtg</i>	24	25
26	27	28	29	30	31	



***City Council Meeting
September 24, 2013
Agenda Item Transmittal***

Agenda Item #: 17
Agenda Title: Executive Session: Sect. 551.072: Property
Council Action to be taken: Discuss disposition of real property
Initiating Department: City Council
Staff Contact: Jesse Ancira, Jr., Mayor

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/ JUSTIFICATION

The Taylor City Council will conduct a closed meeting under Section 551.072 of the Texas Government Code in order to discuss the disposition, purchase, exchange, lease or value of real property.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

17a. [Executive Session](#) form

**TAYLOR CITY COUNCIL
CERTIFIED AGENDA - EXECUTIVE SESSION**

1. OPEN MEETING ANNOUNCEMENT

The City of Taylor City Council convened in Open Session, declared a quorum on September 24, 2013 and has posted an Official Agenda indicating the possible need for an Executive Session. The Council will now adjourn into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section:

- | | | |
|-------------------------------------|---------|--|
| ☒ | 551.071 | To consult with its attorney regarding a matter in which the duty of the attorney to the City conflicts with the Open Meetings Act. |
| ☒ | 551.072 | To conduct deliberations regarding the purchase, exchange, lease, or value of real property. |
| ☒ | 551.074 | Regarding personnel matters |
| ☐ | 551.087 | Regarding economic development negotiations and considering financial or other incentives to a business prospect that the City seeks to have locate in or near the City of Taylor. |

Any action resulting from the Executive Session will be taken in Open Session immediately following the Executive Session.

2. BACK TO OPEN SESSION

The time is now _____ and we will reconvene into Open Session. No action or vote was taken on any matter discussed in Executive Session.

CERTIFICATION

I, Jesse Ancira, Jr., Mayor of the City of Taylor, do hereby certify that this Agenda of an Executive Session of the City Council is a true and correct record of the proceedings.

WITNESS my hand this the _____ day of _____, 2013.

Jesse Ancira, Jr., Mayor



***City Council Meeting
September 24, 2013
Agenda Item Transmittal***

Agenda Item #: 18

Agenda Title: Executive Session: Sec. 551.074; Personnel

Council Action to be taken: Discuss personnel issues regarding the City Manager

Initiating Department: City Council

Staff Contact: Jesse Ancira, Jr., Mayor

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/ JUSTIFICATION

The Taylor City Council will conduct a closed meeting under Section 551.074 of the Texas Government Code in order to discuss issues relating to the City Manager.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

17a. [Executive Session](#) form



City Council Meeting September 24, 2013 Agenda Item Transmittal

Agenda Item #: 19
Agenda Title: Executive Session: Sect. 551.071, Consult with Attorney
Council Action to be taken: Consult with City Attorney
Initiating Department: City Administration
Staff Contact: Jim D. Dunaway, City Manager
Ted Hejl, City Attorney

1. INTRODUCTION/PURPOSE

This Executive Session is called to consult with City Attorney.

2. DESCRIPTION/ JUSTIFICATION

The Taylor City Council will conduct a closed 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.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

17a. [Executive Session](#) form