



CITY COUNCIL REGULAR MEETING AGENDA

Municipal Complex, 516 Ranch House Rd, Willow Park, TX 76087

Tuesday, May 10, 2022 at 7:00 PM

CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN

PLEDGE OF ALLEGIANCE AND INVOCATION

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

PUBLIC HEARINGS

1. The City of Willow Park City Council will hold a public hearing on Tuesday, May 10, 2022 at 7:00 PM at Willow Park City Hall, 516 Ranch House Rd, Willow Park, TX 76087 for the matters listed below:

PUBLIC HEARING to consider a request to rezone 1.859 acres from LR "Local Retail"/IH-20 OD "Interstate Highway 20 Overlay District" to C "Commercial"/IH-20 OD "Interstate Highway 20 Overlay District", Lot 1R, Block 3, El Chico South, City of Willow Park, Parker County, Texas, located at 108 S. Ranch House Rd.

2. Discussion/Action: to adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A CHANGE IN ZONING FROM LOCAL RETAIL/IH-20 OVERLAY DISTRICT TO COMMERCIAL/IH-20 OVERLAY CLASSIFICATION AND USE DESIGNATION FOR LOT 1R, BLOCK 3, EL CHICO SOUTH ADDITION, PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A PENALTY; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA

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

3. Approve City Council Meeting Minutes - Regular Meeting April 12, 2022

REGULAR AGENDA ITEMS

4. Presentation by Aledo High School student Gabby Shultz regarding community service project and fundraising efforts for improvements at Cross Timbers Park.
5. Discussion/Action: City Secretary will issue the certificate of election, administer the statement of elected officials and the oath of office to the newly elected council members:

Place 4 - Gregg Runnebaum

Place 5 - Lea Young

Place 6 - Nathan Crummel
6. Discussion/Action: to consider appointing a Mayor Pro Tem.
7. Discussion/Action: to consider appointing a Alternate Mayor Pro Tem.
8. Discussion/Action: financial update from Jake Weber, CPA.
9. Discussion/Action: to adopt an ordinance approving a budget amendment in the amount of \$45,070.74 for two additional peace officers for the 2021-2022 Fiscal Year.
10. Discussion/Action: for the City Council to discuss the City's noise ordinance regulating noise related offenses contained in Article 8.03 of the Code of Ordinances, including the amendment of same.
11. Discussion/Action: City Hall Committee Report.
12. Discussion/Action: Budget Calendar for FY 2022 - 2023.
13. Discussion/Action: to set the May 24, 2022 City Council meeting.
14. Discussion/Action: to consider future agenda items.

DEPARTMENT REPORTS

15. Public Works Report
16. City Secretary Report

[17.](#) City Engineer Project Report

[18.](#) Planning and Development Report

INFORMATIONAL

Mayor & City Council Comments

City Manager Comments

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

19. Discussing the purchase, exchange, lease, or value of real property; section 551.072

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

ADJOURNMENT

The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 516 Ranch House Road, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: May 6, 2022, at 9:00 a.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Crystal R. Dozier, TRMC

City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at cdozier@willowpark.org. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at www.willowpark.org



CITY COUNCIL AGENDA ITEM STAFF REPORT

Meeting Date: May 10, 2022	Department: Planning & Development	Presented By: Betty Chew Toni Fisher Bill Funderburk
--------------------------------------	--	--

AGENDA ITEM:

Consider a request to rezone 1.859 acres from LR “Local Retail”/IH-20 Overlay “Interstate Highway 20 Overlay District” to C “Commercial”/IH-20 Overlay “Interstate Highway 20 Overlay District”, Lot 1R, Block 3, El Chico South, City of Willow Park, Parker County, Texas, located at 108 S. Ranch House Rd.

BACKGROUND:

The 1.859 acre lot is developed with a 17,800 square foot building. The other properties along South Ranch House Road are zoned “C” Commercial. To make the property more versatile and broaden its uses, the owner is requesting a Zoning change from LR “Local Retail” to C “Commercial” zoning.

The property is located in Planning Area 4 is identified in the City’s Comprehensive Plan. Planning Area 4 is the area adjacent to Interstate 20. This area is seen as a prime location for retail and commercial uses. Due to the visibility of the corridor, higher design standards were identified in order to present a positive image.

Property owners were notified by mail and Notice of Public Hearing was published and posted.

STAFF/BOARD/COMMISSION RECOMMENDATION:

The Planning & Zoning Commission conducted a public hearing to consider comments regarding this Zoning change.

The Planning & Zoning Commission recommends rezoning to “C” Commercial/IH-20 Overlay District. The Commission vote was 4-0.

EXHIBITS:

- Application
- Site Plan
- Land Survey
- Zoning Map
- Future Land Use Map
- Ordinance _____



City of Willow Park
516 Ranch House Road
Willow Park, Texas 76087
Phone: (817) 441-7108 · Fax: (817) 441-6900

ZONING CHANGE REQUIREMENTS

Name of Applicant: Reillybrothers Property Company

Mailing Address: 1017 S FM RD 5 Aledo TX 76008
Street City State Zip

Phone: 817-441-1106 Fax: _____ Email: areilly@landadvisors.com

Property Owner: MDR 108 S RANCH HOUSE ROAD, LLC

Mailing Address: 1017 S FM RD 5 Aledo TX 76008
Street City State Zip

Phone: 817-441-1106 Fax: _____ Email: dryinvestments@outlook.com

Location of property requesting to be re-zoned: 108 S Ranch House Road

Intended Use of property: Commercial/Retail

Current Zoning District: LR - "Local Retail" with IH-20 OD - "Interstate Highway 20 Overlay District"

Requested Zoning District: C - "Commercial" with IH-20 OD - "Interstate Highway 20 Overlay District"

Specific reason for zoning request: To be consistent with existing adjacent commercial zoning.

FEES: \$150 (Residential)
\$150 (Non-Residential)

Additional fees (if applicable): _____
Additional fees (if applicable): \$150 CK# 130B 3/09/22

Any reasonable fees and/or costs which are required by the City of Willow Park for a proper review of this request are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building/property inspections and/or testing(s).

Dalton Dry
SIGNATURE OF OWNER

3/7/22

DATE

MDR 108 S RANCH HOUSE ROAD, LLC % Dalton Dry

Austin T. Reilly
SIGNATURE OF APPLICANT

3/7/22

DATE

Reillybrothers Property Company % Austin T. Reilly

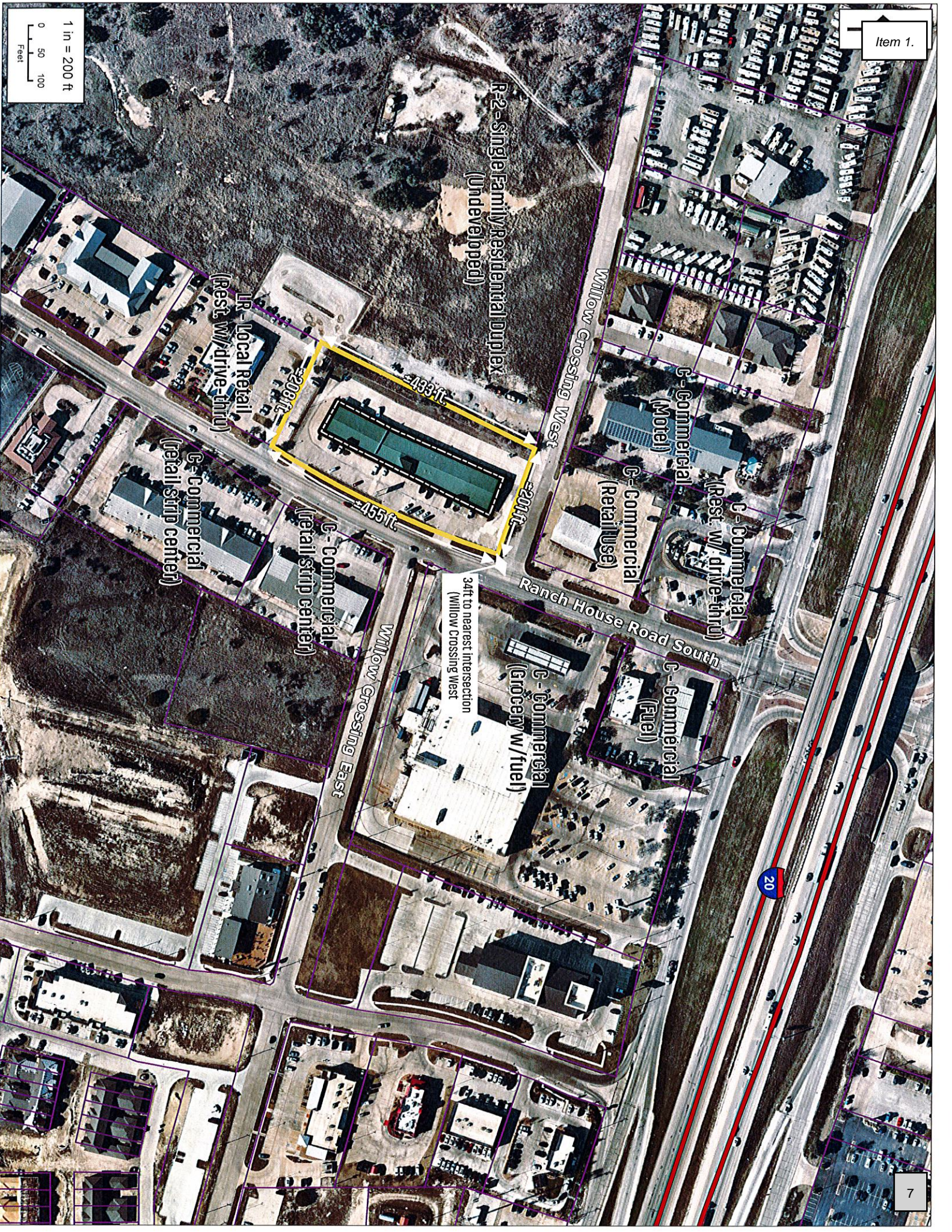
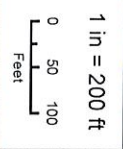
If the property owner is represented by another, a notarized letter of authorization must be submitted.

This checklist is provided to assist you in addressing the requirements for a Zoning Change request. An application is incomplete unless all applicable information noted below is submitted to the City of Willow Park Building Official. Please indicate that all information is included on the application by initialing in the box to the left of the required information. **Checking the box certifies to the City that you have completely and accurately addressed the issue.** If not applicable, indicate with "N/A" next in the box. Return this completed form at the time of your application submittal.

Applicant: Please complete the following

For Office Use Only

ITEM	INITIAL	ZONING CHANGE REQUIREMENTS	For Office Use Only		
			N/A	COMPLETE	MISSING
1	AR	Site boundary is indicated by a heavy solid line, dimensioned with bearings and distances, and distance to the nearest cross street.			
2	AR	Site location/vicinity map clearly showing the location of the subject			
3	AR	A north arrow is provided with drawing oriented such as that north is located to the top or left side of drawing sheet.			
4	AR	A written and bar scale is provided. 1"= 200' unless previously approved by staff <small>The Exhibit provided shows 1" = 161'</small>			
5	AR	Accurately located, labeled and dimensioned footprint of existing structure(s) to remain is/are shown by a heavy dashed line. *Refer to survey			
6	AR	Adjacent property lines within 200 feet of the subject property.			
7	AR	Adjacent zoning and land use (e.g. bank with drive-thru, office building, undeveloped etc.) within 200 feet of the property line is indicated.			
8	AR	Adjacent property owner(s), or subdivision name, with lot, block and recording information, is shown. *Refer to survey			
9	AR	Does the request conform to the proposed future land use in the city's Comprehensive Plan			



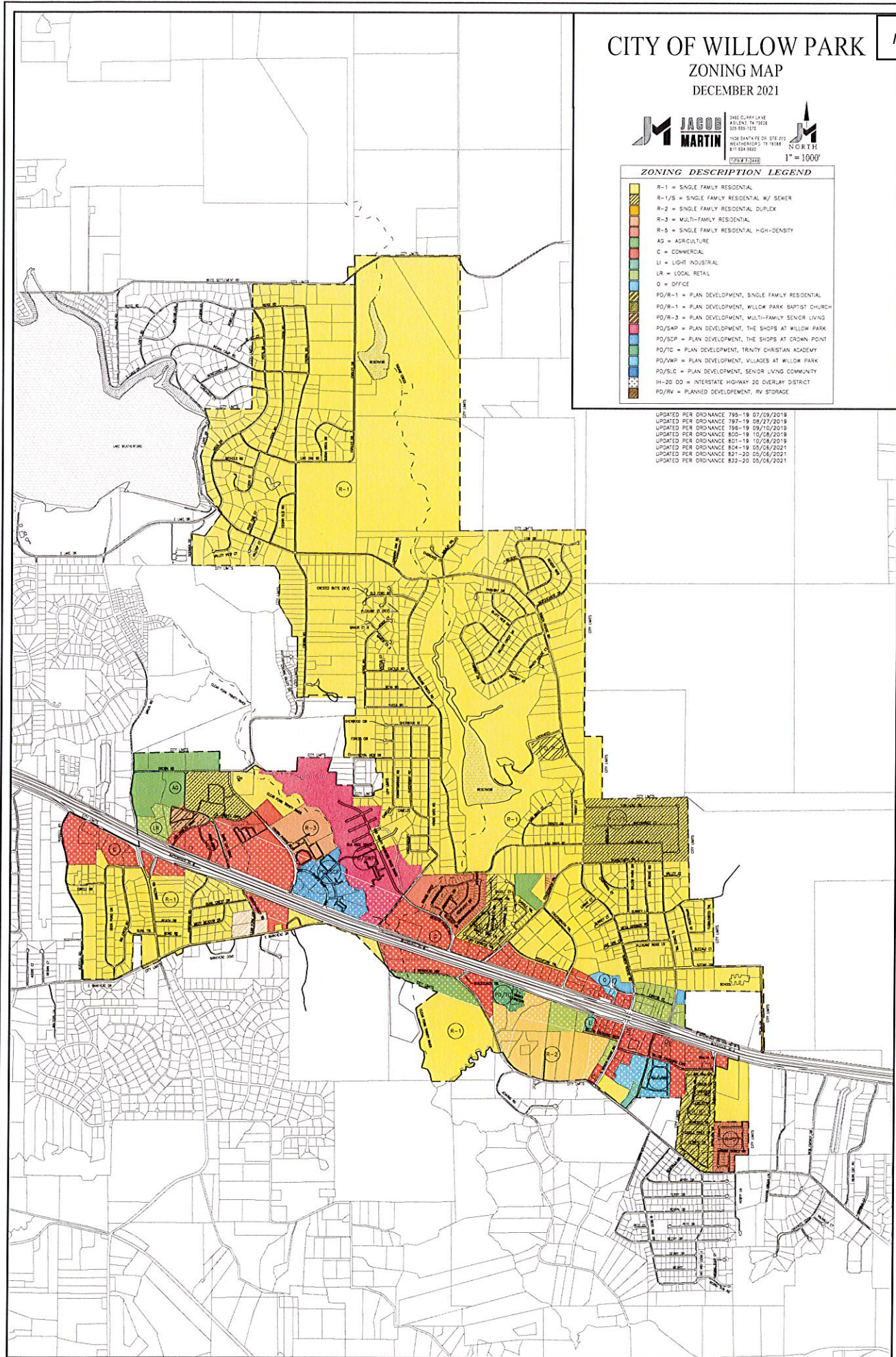
CITY OF WILLOW PARK ZONING MAP DECEMBER 2021



ZONING DESCRIPTION LEGEND

- R-1 = SINGLE FAMILY RESIDENTIAL
- R-1/S = SINGLE FAMILY RESIDENTIAL W/ SEWER
- R-2 = SINGLE FAMILY RESIDENTIAL DUPLEX
- R-3 = MULTI-FAMILY RESIDENTIAL
- R-5 = SINGLE FAMILY RESIDENTIAL HIGH-DENSITY
- AG = AGRICULTURE
- C = COMMERCIAL
- LI = LIGHT INDUSTRIAL
- LR = LOCAL RETAIL
- O = OFFICE
- PD/R-1 = PLAN DEVELOPMENT, SINGLE FAMILY RESIDENTIAL
- PD/R-1 = PLAN DEVELOPMENT, WILLOW PARK BAPTIST CHURCH
- PD/R-3 = PLAN DEVELOPMENT, MULTI-FAMILY SENIOR LIVING
- PD/SAP = PLAN DEVELOPMENT, THE SHOPS AT WILLOW PARK
- PD/SOP = PLAN DEVELOPMENT, THE SHOPS AT ORDON POINT
- PD/TC = PLAN DEVELOPMENT, TRINITY CHRISTIAN ACADEMY
- PD/WVP = PLAN DEVELOPMENT, VILLAGES AT WILLOW PARK
- PD/S.C = PLAN DEVELOPMENT, SENIOR LIVING COMMUNITY
- IH-20 DD = INTERSTATE HIGHWAY 20 OVERLAY DISTRICT
- PD/RV = PLANNED DEVELOPMENT, RV STORAGE

UPDATED PER ORDINANCE 795-19 07/28/2019
 UPDATED PER ORDINANCE 797-19 08/27/2019
 UPDATED PER ORDINANCE 798-19 09/10/2019
 UPDATED PER ORDINANCE 800-19 10/08/2019
 UPDATED PER ORDINANCE 801-19 10/08/2019
 UPDATED PER ORDINANCE 804-19 02/26/2021
 UPDATED PER ORDINANCE 821-20 02/26/2021
 UPDATED PER ORDINANCE 822-20 02/26/2021



THE CITY OF WILLOW PARK MAKES EVERY EFFORT TO ENSURE THIS MAP IS FREE OF ERRORS, BUT DOES NOT WARRANT THE MAP OR ITS FEATURES.
 THE CITY OF WILLOW PARK PROVIDES THIS MAP WITHOUT ANY WARRANTY OF ANY KIND WHATSOEVER, EITHER EXPRESSED OR IMPLIED.

P&Z Meeting – 4/19/22

PUBLIC HEARING to request to rezone PUBLIC HEARING to consider a request to rezone 1.859 acres from LR “Local Retail”/IH-20 OD “Interstate Highway 20 Overlay District” to C “Commercial”/IH-20 OD “Interstate Highway 20 Overlay District”, Lot 1R, Block 3, El Chico South, City of Willow Park, Parker County, Texas, located at 108 S. Ranch House Rd.

Notice of Public Hearing mailed to:

Silverleaf Holdings LLC
A Texas Limited Liability Co
561 Heritage Oak Ct
Coppell TX 75019

104 Ranch House LLC
203 Doublas Ave
Woodway TX 76712-6714

Walter T & Julie J Jarvis
8591 E Bankhead Hwy
Willow Park TX 76008-2882

Charles N Jr, Geoffrey D & Jennifer M Williams
1740 Caramay Way
Sacramento CA 95818-3037

DBT Porcupine WDI
PO Box 1411
Tyler TX 75710-1411

Date mailed: 4/05/22

By: AT

CITY OF WILLOW PARK

ORDINANCE NUMBER _____

AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A CHANGE IN ZONING FROM LOCAL RETAIL/IH-20 OVERLAY DISTRICT TO COMMERCIAL/IH-20 OVERLAY CLASSIFICATION AND USE DESIGNATION FOR LOT 1R, BLOCK 3, EL CHICO SOUTH ADDITION, PARKER COUNTY AND THE CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A PENALTY; PROVING FOR A SEVERABILTIY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Willow Park, Texas, is a Type A general law municipality located in Parker County, created in accordance with the provisions of Chapter 211 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, MDR 108 S Ranch House Road LLC (Owner) has applied for a change in zoning for Lot 1R, Block 3, El Chico South Addition, from Local Retail/IH-20 Overlay District zoning classification and use designation to Commercial/IH-20 Overlay District; and,

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code and all other laws dealing with notice, publication and procedural requirements of the rezoning of the Property; and

WHEREAS, the City of Willow Park, Texas does hereby deem it advisable and in the public interest to grant the requested zoning.

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

SECTION 1. LAND USE PERMITTED

The zoning district classification and use designation of the property is hereby changed from Local Retail/IH-20 Overlay District to Commercial/IH-20 Overlay District classification use.

SECTION 2. REPEAL OF CONFLICTING ORDINANCES

All Ordinances in conflict herewith be and the same are hereby repealed to the extent of such conflict.

SECTION 3. SEVERABILITY

The provisions of this Ordinance are severable, and if any part of provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts of provisions hereof.

SECTION 4. PENALTY CLAUSE

Any person, firm, association of persons, company, corporation, or their agents, servants, or employees violating or failing to comply with any of the provision of this article shall be fined, upon conviction, not less than one dollar (\$1.00) nor more than two thousand dollars (\$2,000.00), and each day any violation of noncompliance continues shall constitute a separate and distinct offense. The penalty provided herein shall be cumulative of other remedies provided by State Law, and the power of injunction as provided in V.T.C.A. Local Government Code 54.012 and as may be amended, may be exercised in enforcing this article whether or not there has been a complaint filed.

SECTION 5. EFFECTIVE DATE

This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED by an affirmative vote of the City Council, this ____ day of _____ 20____.

APPROVED:

Doyle Moss, Mayor

ATTEST:

Crystal R. Dozier TRMC, City Secretary

Pat Chesser, City Attorney

The Willow Park City Council in acting on Ordinance _____, did on the ____ day of _____ 20____, vote as follows:

	<u>FOR</u>	<u>AGAINST</u>	<u>ABSTAIN</u>
Doyle Moss, Mayor	_____	_____	_____
Eric Contreras, Place 1	_____	_____	_____
Chawn Gilliland, Place 2	_____	_____	_____
Greg Runnebaum, Place 3	_____	_____	_____
Lea Young, Place 4	_____	_____	_____
Nathan Crummel, Place 5	_____	_____	_____



CITY COUNCIL MINUTES

Municipal Complex, 516 Ranch House Rd, Willow Park, TX 76087

Tuesday, April 12, 2022 at 7:00 PM

CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN

The meeting was called to order at 7:00 pm.

PRESENT

Mayor Doyle Moss
 Councilmember Eric Contreras
 Councilmember Chawn Gilliland
 Councilmember Lea Young
 Councilmember Nathan Crummel

ABSENT

Councilmember Greg Runnebaum

STAFF PRESENT

City Manager Bryan Grimes
 City Attorney Pat Chesser
 City Secretary Crystal Dozier

PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Moss gave the invocation followed by the pledge of allegiance.

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

Buddy Wright at 1331 Stage Coach Trail and James Novak at 316 Ranch House Rd. spoke before the City Council regarding the Parker County Ice House. Chad Dotson at 1236 Sam Bass Rd. handed the City Council a written statement regarding the Park County Ice House.

PUBLIC HEARINGS

1. A public meeting is being held on April 12, 2022, at 7:00 PM at 516 Ranch House Road to discuss the City of Willow Park's proposed project to build a new wastewater treatment plant and pipeline North of IH-20 near Crowne Point Boulevard. One of the purposes of this hearing is to discuss the potential environmental impacts of the project and alternatives to it. The total estimated cost of the project is \$14.31 million. The estimated monthly bill for a typical resident is currently \$50.90. A user rate increase of \$3.00/month will be required to finance this project. *In addition, a connection fee/tax/surcharge/other fee of \$0 will be required.* An application for financial assistance for the project has been (*will be*) filed with the Texas Water Development Board, P.O. Box 13231, Austin, Texas, 78711-3231. An Environmental Information Document for the project has been prepared which will be available for public review at Willow Park City Hall at 516 Ranch House Road between the hours of 9:00 AM and 4:00 PM for 30 days following the date of this notice. Written comments on the proposed project may be sent to Jacob & Martin Engineering 3465 Curry Lane Abilene, TX 79605 or to the Texas Water Development Board.

Floodplain/Wetland: Incorporate into Public Meeting Notice for projects in a floodplain or wetland

This project involves construction (a) of a critical facility in the 500-year floodplain, (b) in the 100-year floodplain, or (c) construction located in a wetland. Alternatives to construction in a floodplain/wetland, potential impacts on floodplains/wetlands and proposed mitigation measures will be addressed during the public meeting.

A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:14 pm.

Derek Turner with Jacob Martin spoke before the City Council regarding the new wastewater treatment plant. The project should go out for bid in May or June and awarding bid towards the end of summer. The project is projected to start at the end of 2022 and should take about twelve months to complete.

B. Close Public Hearing

The Public Hearing was closed at 7:18 pm and hearing was none.

2. The City of Willow Park City Council will hold public hearings on the matters listed below on Tuesday, April 12, 2022 at 7:00 PM at Willow Park City Hall, 516 Ranch House Rd.,

Willow

Park,

TX

76087:

PUBLIC HEARING to consider a request to rezone 8.768 acres from PD/TP (Treatment Plant), 13.747 acres from PD/EC (Event Center), and 5.539 acres from Green Belt to PD Single Family, and the PD Development Standards to amend the maximum number of single family detached homes to 189, part of Lot 2R, Block 11, The Reserves at Trinity, City of Willow Park, Parker County, Texas, located adjacent to Meadows Place Drive.

A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:19 pm.

Betty Chew, Planning Director presented the proposed zoning changes to the City Council. KJ Hannah at 177 Melbourne Dr. spoke before the City Council.

B. Close Public Hearing

The Public Hearing was closed at 7:27 pm.

3. Discussion/Action: to adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE FROM PD-TP PLANNED DEVELOPMENT-TREATMENT PLANT, EVENT CENTER, AND GB GREENBELT TO PD-SF PLANNED DEVELOPMENT-SINGLE FAMILY 25.121 ACRES AND PD-SF PLANNED DEVELOPMENT-SINGLE FAMILY TO GB GREEN BELT 0.773 ACRES BEING 25.894 ACRES OF LOT 2R, BLOCK 11, THE RESERVES AT TRINITY BEING A 140.302 ACRE SUBDIVISION, WILLOW PARK, PARKER COUNTY, TEXAS AND BEING A REPLAT OF THE RESERVES AT TRINITY ACCORDING TO PLAT CABINET E, SLIDE 354 AND PLAT CABINET E, SLIDE 405 PLAT RECORDS, PARKER COUNTY, TEXAS; ORDINANCE NO. 740-16 EXHIBIT B (PLANNED DEVELOPMENT STANDARDS (6,a,vii) IS AMENDED TO ALLOW A MAXIMUM OF 189 SINGLE FAMILY DETACHED HOMES; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

To adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE FROM PD-TP PLANNED DEVELOPMENT-TREATMENT PLANT, EVENT CENTER, AND GB GREENBELT TO PD-SF PLANNED DEVELOPMENT-SINGLE FAMILY 25.121 ACRES AND PD-SF PLANNED DEVELOPMENT-SINGLE FAMILY TO GB GREEN BELT 0.773 ACRES BEING 25.894 ACRES OF LOT 2R, BLOCK 11, THE RESERVES AT TRINITY BEING A 140.302 ACRE SUBDIVISION, WILLOW PARK, PARKER COUNTY, TEXAS AND BEING A REPLAT OF THE RESERVES AT TRINITY ACCORDING TO PLAT CABINET E, SLIDE 354 AND PLAT CABINET E, SLIDE 405 PLAT RECORDS, PARKER COUNTY, TEXAS; ORDINANCE NO. 740-16 EXHIBIT B (PLANNED DEVELOPMENT STANDARDS (6,a,vii) IS AMENDED TO ALLOW A MAXIMUM OF 189 SINGLE FAMILY DETACHED HOMES; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

4. PUBLIC HEARING to consider a request for rezoning from R-1 to PD R-5 Planned Development District to allow for development of single-family dwellings on individual lots, for 19.16 acres John H. Phelps Survey, Abstract No. 1046, City of Willow Park, Parker County, Texas, located adjacent to Bay Hill Drive.

A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:30 pm.

Betty Chew, Planning Director presented the proposed zoning changes to the City Council.

B. Close Public Hearing

The Public Hearing was closed at 7:40 pm. Hearing none.

5. Discussion/Action: to adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE FROM "R-1" SINGLE FAMILY DISTRICT TO "PD" PLANNED DEVELOPMENT DISTRICT FOR 19.16 ACRES SITUATED IN THE JOHN PHELPS SURVEY, ABSTRACT NO 1046, CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

To adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, PROVIDING FOR A ZONING CHANGE FROM "R-1" SINGLE FAMILY DISTRICT TO "PD" PLANNED DEVELOPMENT DISTRICT FOR 19.16 ACRES SITUATED IN THE JOHN PHELPS SURVEY, ABSTRACT NO 1046, CITY OF WILLOW PARK, TEXAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Councilmember Young, Seconded by Councilmember Gilliland. Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

6. PUBLIC HEARING to consider amendments to the City of Willow Park Zoning Ordinance Chapter 14; Article 14.12 "Off-Street Parking and Loading Requirements".

A. Open Public Hearing

Mayor Moss opened the Public Hearing at 7:43 pm.

Betty Chew, Planning Director presented the proposed zoning change to the City Council.

B. Close Public Hearing

The Public Hearing was closed at 7:47 pm. Hearing none.

7. Discussion/Action: to adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF WILLOW PARK BY AMENDING CHAPTER 14 OF THE ZONING CODE; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR COMPREHENSIVE AMENDMENTS TO THE ZONING CODE; PROVIDING A CUMULATIVE/REPEALER CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

To adopt AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF WILLOW PARK BY AMENDING CHAPTER 14 OF THE ZONING CODE; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR COMPREHENSIVE AMENDMENTS TO THE ZONING CODE; PROVIDING A CUMULATIVE/REPEALER CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

PROCLAMATION

8. Presentation to Freedom House

Mayor Moss presented a proclamation to Freedom House.

CONSENT AGENDA

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

9. Approve City Council Meeting Minutes – Regular Meeting on March 8, 2022.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

REGULAR AGENDA ITEMS

10. Discussion/Action: to consider and act on approval of the Fiscal Year 2020 – 2021 Audit.

A presentation of the Fiscal Year 2020-2021 Audit was made by Bhakti Patel with Clifton, Larson, Allen LLP.

To approve the Fiscal Year 2020 – 2021 Audit.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

11. Discussion/Action: to approve a resolution for engineering service provider to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the U.S. Department of the Treasury, other Federal or State Agency.

To approve a resolution for engineering service provider to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the U.S. Department of the Treasury, other Federal or State Agency.

Motion made by Councilmember Young, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

12. Discussion/Action: to adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, ADOPTING A FEE SCHEDULE FOR: DEVELOPMENT SERVICES, INCLUDING FEES FOR BUILDING PERMITS AND INSPECTIONS, MISCELLANEOUS PERMITS, OTHER INSPECTIONS OR PLAN REVIEWS, AND IRRIGATION PERMITS; FIRE PERMIT SERVICES, INCLUDING FIRE ALARM CODE REVIEW AND INSPECTION SERVICES, FIRE SPRINKLER FIRE CODE PLAN REVIEW AND INSPECTION AND ADDITIONAL FIRE CODE REVIEW AND INSPECTION; HEALTH PERMITS; SPECIAL EVENT PERMITS; ONSITE SEWAGE FACILITY PERMITS AND REPAIR PERMITS; OIL AND GAS WELL PERMITS; DEMOLITION PERMITS; SIGN PERMITS; CONTRACTOR REGISTRATION; AND CODE ENFORCEMENT; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

To adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, ADOPTING A FEE SCHEDULE FOR: DEVELOPMENT SERVICES, INCLUDING FEES FOR BUILDING PERMITS AND INSPECTIONS, MISCELLANEOUS PERMITS, OTHER INSPECTIONS OR PLAN REVIEWS, AND IRRIGATION PERMITS; FIRE PERMIT SERVICES, INCLUDING FIRE ALARM CODE REVIEW AND INSPECTION SERVICES, FIRE SPRINKLER FIRE CODE PLAN REVIEW AND INSPECTION AND ADDITIONAL FIRE CODE REVIEW AND

INSPECTION; HEALTH PERMITS; SPECIAL EVENT PERMITS; ONSITE SEWAGE FACILITY PERMITS AND REPAIR PERMITS; OIL AND GAS WELL PERMITS; DEMOLITION PERMITS; SIGN PERMITS; CONTRACTOR REGISTRATION; AND CODE ENFORCEMENT; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

**Motion made by Councilmember Young, Seconded by Councilmember Crummel.
Voting Yea: Councilmember Contreras, Councilmember Gilliland,
Councilmember Young, Councilmember Crummel**

13. Discussion/Action: to authorize city manager to sell surplus city property.

To authorize city manager to sell surplus city property.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

**Voting Yea: Councilmember Contreras, Councilmember Gilliland,
Councilmember Young, Councilmember Crummel**

14. Discussion/Action: to adopt AN ORDINANCE AMENDING THE CITY OF WILLOW PARK CODE OF ORDINANCES BY ADDING AN ARTICLE 5.05 REGARDING THE REGULATION OF OUTDOOR BURNING WITHIN THE CITY LIMITS; PROVIDING FOR ENFORCEMENT, INCLUDING CRIMINAL PENALTIES UP TO \$2,000.00 FOR EACH VIOLATION; PROVIDING CIVIL PENALTIES FOR VIOLATIONS; PROVIDING THAT THE ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

To adopt AN ORDINANCE AMENDING THE CITY OF WILLOW PARK CODE OF ORDINANCES BY ADDING AN ARTICLE 5.05 REGARDING THE REGULATION OF OUTDOOR BURNING WITHIN THE CITY LIMITS; PROVIDING FOR ENFORCEMENT, INCLUDING CRIMINAL PENALTIES UP TO \$2,000.00 FOR EACH VIOLATION; PROVIDING CIVIL PENALTIES FOR VIOLATIONS; PROVIDING THAT THE ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Councilmember Contreras, Seconded by Councilmember Young.

**Voting Yea: Councilmember Contreras, Councilmember Gilliland,
Councilmember Young, Councilmember Crummel**

15. Discussion/Action on Amending Water Service Agreement with City of Fort Worth.

Amend Water Service Agreement with City of Fort Worth.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

16. Discussion/Action: to award a bid to B&L Construction for the Bankhead Lift Station Project.

To award a bid to B&L Construction for the Bankhead Lift Station Project.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

17. Discussion/Action: to approve a joint resolution between the City of Willow Park and the City of Weatherford to adjust the boundary between the Extraterritorial Jurisdiction of the two cities.

To approve a joint resolution between the City of Willow Park and the City of Weatherford to adjust the boundary between the Extraterritorial Jurisdiction of the two cities.

Motion made by Councilmember Contreras, Seconded by Councilmember Young.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

18. Discussion/Action: to consider future agenda items.

Items to consider for future agendas.

- Noise Ordinance

INFORMATIONAL

19. Mayor & Council Member Comments

Mayor Moss congratulated Plains Capital Bank and First Bank Texas for their award of business of the year for the East Parker County Chamber of Commerce. The Mayor also informed everyone he will be in and out of the country in May, June and July.

Councilman Gilliland congratulated the Mayor on his award of Public Servant Year for the East Parker County Chamber of Commerce.

Councilman Contreras congratulated all the winners of the East Parker County Chamber of Commerce Banquet. He apologized for missing the March City

Council meeting. He requested the noise ordinance be placed on the next agenda in regards to the Parker County Ice House noise complaints. Councilman Contreras asked that the city purchase an official decibel reader in order to retrieve a valid decibel readings.

Councilman Young also requested the noise ordinance be placed on the next agenda.

20. City Manager's Comments

City Manager, Bryan Grimes gave an update on the meeting that was held after the March 8th City Council meeting between the City, Police Department, Fire Department, residents and the Parker County Ice House.

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

21. 551.071 Consultation with Attorney - deliberation about dispute with Halff Associates regarding Fort Worth Water project

Executive Session was convened at 8:35 pm.

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

City Council reconvened into Open Session at 9:05 pm.

To approve the hiring of Harris Finley & Bogle, PC to represent the City in a dispute with Half and Associates.

ADJOURNMENT

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland. Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Young, Councilmember Crummel

Mayor Moss adjourned the meeting at 9:06 P.M.

These minutes were approved on the ____ of _____, 2022.

Doyle Moss, Mayor

Crystal R. Dozier, TRMC
City Secretary



PARKS BOARD

AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: Planning & Development	Presented By: Betty Chew Toni Fisher Bill Funderburk
--	--	--

AGENDA ITEM:

Presentation and discussion by Aledo High School student Gabby Shultz regarding community service project and fundraising efforts for improvements at Cross Timbers Park.

BACKGROUND:

Gabby Shultz, an Aledo High School senior and AFF student officer, was awarded the distinction of Ford Scholar. Part of her mission for this honor is to devise and complete a community service project. Ms. Shultz chose to help the Parker County Master Gardeners with the Demonstration Garden and to assist in funding by fundraising for the addition of picnic tables and benches for the garden side of Cross Timbers Park.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff and the Parks Board approved Ms. Shultz’s project, but she has been working most closely with Willow Park’s team of Parker County Master Gardeners

EXHIBITS:

Ms. Shultz will be showing a short slideshow and explaining her project and progress.

RECOMMENDED MOTION:

None required.



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: City Secretary	Presented By: Crystal Dozier
--------------------------------------	--------------------------------------	--

AGENDA ITEM

Discussion/Action: City Secretary will issue the certificate of election, administer the statement of elected officials and the oath of office to the newly elected council members:

Place 4 - Gregg Runnebaum

Place 5 - Lea Young

Place 6 - Nathan Crummel

BACKGROUND:

Councilmembers Places 3, 4 and 5 were all uncontested for place on ballot for the 2022 General Election.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Certificate of unopposed candidate's.

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	

AW12-1
Prescribed by Secretary of State
Section 2.051 – 2.053, Texas Election Code
2/14

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR
OTHER POLITICAL SUBDIVISIONS (NOT COUNTY)
CERTIFICACIÓN DE CANDIDATOS ÚNICOS
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)**

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

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 7, 2022

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 7 de Mayo 2022

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

Office(s) Cargo(s)	Candidate(s) Candidato(s)
Councilmember Place No. 3	Greg Runnebaum
Councilmember Place No. 4	Lea Young
Councilmember Place No. 5	Nathan Crummel


Signature (*Firma*)

Crystal R. Dozier
Printed name (*Nombre en letra de molde*)

City Secretary
Title (*Puesto*)

February 23, 2022
Date of signing (*Fecha de firma*)



(Seal) (*sello*)

See reverse side for instructions
(*Instrucciones en el reverso*)



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: City Secretary	Presented By: Crystal Dozier
--------------------------------------	--------------------------------------	--

AGENDA ITEM

Discussion/Action: to consider appointing a Mayor Pro Tem.

BACKGROUND:

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: City Secretary	Presented By: Crystal Dozier
--------------------------------------	--------------------------------------	--

AGENDA ITEM

Discussion/Action: to consider appointing an Alternate Mayor Pro Tem.

BACKGROUND:

Mayor Moss will be in and out of the country most of the summer therefore Mayor Pro Tem, Lea Young will be the presiding officer and will need an Alternate Mayor Pro Tem if she is unavailable for whatever reason.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 5/10/22	Department: Finance	Presented By: Jake Weber
---------------------------------	-------------------------------	------------------------------------

AGENDA ITEM:

Financial update by Jake Weber, CPA.

BACKGROUND:

Review and provide an update on the 2nd fiscal quarter 2021-2022 financial activity of the city.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Financial Reports as of March 31, 2022.

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$-0-
	Source of Funding	\$-0-



**City of Willow Park
Financial Update
Financial Reports as of March 31, 2022**

Financial Highlights	General	Water	Wastewater
-FYTD 2021-2022 Revenue Actual	\$ 3,473,009	\$ 1,274,102	\$ 360,627
-FYTD 2021-2022 Expense Actual	2,334,808	1,696,549	581,693
-FYTD 2021-2022 Net Change	\$ 1,138,201	\$ (422,447)	\$ (221,066)
-FY 2021-2022 Revenue Budget	\$ 4,586,037	\$ 3,173,074	\$ 1,014,000
-FY 2021-2022 Expense Budget	\$ 4,491,454	\$ 3,137,037	\$ 1,011,043
-FYTD 2021-2022 Revenue - Actual to Budget %	76%	40%	36%
-FYTD 2021-2022 Expense - Actual to Budget %	52%	54%	58%

Capital Project Tracker	Fort Worth Water Line (100%)	Wastewater Package Plant	Roads & Parks
Original Net Bond Proceeds	\$ 20,040,000	\$ 14,130,000	\$ 5,500,000
Interest Earned to Date	34,653	-	2,031
Costs Incurred to Date	(12,747,282)	(638,272)	(38,962)
Remaining to Spend	\$ 7,327,371	\$ 13,491,728	\$ 5,463,069

YTD Activity vs Prior Year	Oct - March 2022	Oct - March 2021	Change
General Fund			
Revenue			
Property Tax & Other Taxes	\$ 2,723,164	\$ 2,225,736	\$ 497,428
Franchise Fees	212,628	203,499	9,129
Development & Permit Fees	441,007	283,919	157,088
Fines & Forfeitures/Other Revenue	96,210	133,740	(37,530)
Expenses			
Personnel Expense	1,431,678	1,278,833	152,845
Supplies (Maintenance & Operations)	166,511	118,101	48,410
Utilities	39,842	38,903	939
Operational & Contractual Services	654,350	570,036	84,314
Capital Outlay & Interfund Transfer	42,427	5,569	36,858
Net Income (Loss)	\$ 1,138,201	\$ 835,452	\$ 302,749
 Water & Wastewater Funds			
Revenue	\$ 1,634,729	\$ 1,408,055	\$ 226,674
Expense			
Personnel Expense	463,192	473,817	(10,625)
Supplies (Maintenance & Operations)	222,288	97,809	124,479
Utilities	96,659	78,594	18,065
Operational & Contractual Services	335,115	227,129	107,986
Capital Outlay/Debt Service	1,160,988	1,047,588	113,400
Net Income (Loss)	\$ (643,513)	\$ (516,882)	\$ (126,631)



Willow Park, TX

Detail vs Budget Report Account Summary

Item 8.

Date Range: 10/01/2021 - 03/31/2022

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL FUND							
Revenue							
Fund: 10 - GENERAL FUND							
Group: 10 - TAXES							
10-001-46000	M & O TAX	-1,849,028.00	0.00	-1,892,931.14	-1,892,931.14	43,903.14	2.37%
10-001-46001	SALES TAX	-1,400,000.00	0.00	-803,131.41	-803,131.41	-596,868.59	-42.63%
10-001-46002	MIXED BEVERAGE TAX	-31,500.00	0.00	-14,982.87	-14,982.87	-16,517.13	-52.44%
10-001-46003	AUTO/TRAILER TAXES	-325.00	0.00	-3,011.96	-3,011.96	2,686.96	826.76%
10-001-46007	DELINQUENT TAXES	-6,977.00	0.00	-9,106.91	-9,106.91	2,129.91	30.53%
10-001-46020	TXU ELECTRIC	-200,000.00	0.00	-200,198.76	-200,198.76	198.76	0.10%
10-001-46021	A T & T	-75,000.00	0.00	-4,392.52	-4,392.52	-70,607.48	-94.14%
10-001-46022	TEXAS GAS	-7,500.00	0.00	-2,831.06	-2,831.06	-4,668.94	-62.25%
10-001-46025	MISC. FRANCHISE	-5,000.00	0.00	-3,945.01	-3,945.01	-1,054.99	-21.10%
10-001-46027	MESH NET	-3,024.00	0.00	-1,260.00	-1,260.00	-1,764.00	-58.33%
10-001-46028	WATER FRANCHISE FEE	-129,978.00	0.00	0.00	0.00	-129,978.00	-100.00%
10-001-46029	WASTEWATER FRANCHISE FEES	-37,220.00	0.00	0.00	0.00	-37,220.00	-100.00%
10 - TAXES Totals:		-3,745,552.00	0.00	-2,935,791.64	-2,935,791.64	-809,760.36	-21.62%
Group: 15 - ADMINISTRATIVE FEES							
10-001-46005	INTEREST - OPERATING FUND	-15,000.00	0.00	-1,622.79	-1,622.79	-13,377.21	-89.18%
10-001-46056	CORONAVIRUS AID RELEIF FUNDS	-175,000.00	0.00	0.00	0.00	-175,000.00	-100.00%
10-005-46036	OPEN RECORDS FEES	-150.00	0.00	0.00	0.00	-150.00	-100.00%
10-006-46064	COURT ADMINISTRATION	-75,000.00	0.00	-6,935.99	-6,935.99	-68,064.01	-90.75%
10-007-46053	ACCIDENT REPORTS	-600.00	0.00	-395.75	-395.75	-204.25	-34.04%
15 - ADMINISTRATIVE FEES Totals:		-265,750.00	0.00	-8,954.53	-8,954.53	-256,795.47	-96.63%
Group: 20 - LICENSES & PERMITS							
10-003-46023	CERTIFICATE OF OCCUPANCY	-1,000.00	0.00	-450.00	-450.00	-550.00	-55.00%
10-003-46070	BUILDING PERMITS	-300,000.00	0.00	-296,224.50	-296,224.50	-3,775.50	-1.26%
10-003-46071	HEALTH PERMITS	-9,000.00	0.00	-12,170.00	-12,170.00	3,170.00	35.22%
10-003-46072	SUBCONTRACTORS PERMITS	-50,000.00	0.00	-27,932.53	-27,932.53	-22,067.47	-44.13%
10-003-46073	REGISTRATION FEES	-4,500.00	0.00	-3,460.00	-3,460.00	-1,040.00	-23.11%
10-003-46075	OSSF PERMITS	-1,200.00	0.00	-5,350.00	-5,350.00	4,150.00	345.83%
10-003-46077	PLAN REVIEW	-60,000.00	0.00	-77,378.30	-77,378.30	17,378.30	28.96%
10-003-46080	RE - INSPECTION	0.00	0.00	-75.00	-75.00	75.00	0.00%
10-003-46081	SPECIAL EVENT PERMITS	0.00	0.00	-350.00	-350.00	350.00	0.00%
10-003-46082	REVIEWS/ REQUESTS	-600.00	0.00	-1,817.00	-1,817.00	1,217.00	202.83%
10-003-46083	METER RELEASE	0.00	0.00	-15,500.00	-15,500.00	15,500.00	0.00%
10-003-46084	RENTAL INSPECTIONS	-400.00	0.00	0.00	0.00	-400.00	-100.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-003-46089	IRRIGATION	0.00	0.00	-150.00	-150.00	150.00	0.00%
10-003-46095	FIRE ALARMS	-1,000.00	0.00	-500.00	-500.00	-500.00	-50.00%
10-003-46099	FIRE SPRINKLER	-1,000.00	0.00	1,000.00	1,000.00	-2,000.00	-200.00%
10-003-46105	ZONING/RE-ZONING	0.00	0.00	-650.00	-650.00	650.00	0.00%
10-004-46099	FIRE SPRINKLER	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
20 - LICENSES & PERMITS Totals:		-438,700.00	0.00	-441,007.33	-441,007.33	2,307.33	0.53%
Group: 25 - FINES & FORFITURES							
10-006-46060	NON-PARKING	-100,000.00	0.00	-66,171.72	-66,171.72	-33,828.28	-33.83%
10-006-46061	PARKING	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
10-006-46062	WARRANTS/CAPIAS	-1,300.00	0.00	-250.00	-250.00	-1,050.00	-80.77%
10-006-46063	STATE LAW - CLASS C	-15,000.00	0.00	-3,605.31	-3,605.31	-11,394.69	-75.96%
10-006-46065	COURT SECURITY	-4,700.00	0.00	0.00	0.00	-4,700.00	-100.00%
10-006-46066	TIME PAYMENT	-400.00	0.00	0.00	0.00	-400.00	-100.00%
10-006-46067	MC TECH FEE	-6,700.00	0.00	0.00	0.00	-6,700.00	-100.00%
10-006-46085	SEAT BELT	-500.00	0.00	0.00	0.00	-500.00	-100.00%
10-006-46102	TEEN COURT FEE	0.00	0.00	-160.00	-160.00	160.00	0.00%
25 - FINES & FORFITURES Totals:		-129,600.00	0.00	-70,187.03	-70,187.03	-59,412.97	-45.84%
Group: 30 - SERVICE REVENUE							
10-004-46032	REVENUE RECOVERY	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
30 - SERVICE REVENUE Totals:		-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
Group: 35 - OTHER REVENUE							
10-001-46041	REFUNDS/BANK CREDITS	-100.00	0.00	-998.20	-998.20	898.20	898.20%
10-001-46042	MISCELLANEOUS	-35.00	0.00	0.00	0.00	-35.00	-100.00%
10-001-46046	OTHER REIMBURSEABLES	-200.00	0.00	0.00	0.00	-200.00	-100.00%
10-003-46092	NSF FEES	0.00	0.00	-30.00	-30.00	30.00	0.00%
10-004-46030	VFD CONTRIBUTIONS	0.00	0.00	-100.00	-100.00	100.00	0.00%
10-004-46088	SALE OF ASSETS	0.00	0.00	-17,600.00	-17,600.00	17,600.00	0.00%
10-005-46024	SPECIAL EVENT SPONSORSHIP	0.00	0.00	1,884.61	1,884.61	-1,884.61	0.00%
10-005-46042	MISCELLANEOUS	-1,100.00	0.00	0.00	0.00	-1,100.00	-100.00%
35 - OTHER REVENUE Totals:		-1,435.00	0.00	-16,843.59	-16,843.59	15,408.59	1,073.77%
Group: 40 - TRANSFERS							
10-007-46100	ALARM PERMIT FEES	0.00	0.00	-225.00	-225.00	225.00	0.00%
40 - TRANSFERS Totals:		0.00	0.00	-225.00	-225.00	225.00	0.00%
10 - GENERAL FUND Totals:		-4,586,037.00	0.00	-3,473,009.12	-3,473,009.12	-1,113,027.88	-24.27%
Revenue Totals:		-4,586,037.00	0.00	-3,473,009.12	-3,473,009.12	-1,113,027.88	-24.27%
Expense							
Fund: 10 - GENERAL FUND							
Group: 50 - PERSONNEL							
10-001-58100	SALARIES	137,756.00	0.00	76,877.93	76,877.93	60,878.07	44.19%
10-001-58101	PAYROLL EXPENSE	1,959.00	0.00	1,104.13	1,104.13	854.87	43.64%
10-001-58102	WORKERS COMPENSATION	3,310.00	0.00	3,392.20	3,392.20	-82.20	-2.48%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-001-58103	HEALTH INSURANCE	35,605.00	0.00	7,988.83	7,988.83	27,616.17	77.56%
10-001-58104	RETIREMENT	9,756.00	0.00	5,513.56	5,513.56	4,242.44	43.49%
10-001-58105	UNEMPLOYMENT INSURANCE	432.00	0.00	382.90	382.90	49.10	11.37%
10-001-58107	CELL PHONE STIPEND	2,348.00	0.00	1,409.98	1,409.98	938.02	39.95%
10-001-58125	DENTAL INSURANCE	2,415.00	0.00	654.19	654.19	1,760.81	72.91%
10-001-58126	LIFE INSURANCE	591.00	0.00	131.44	131.44	459.56	77.76%
10-003-58100	SALARIES	91,665.00	0.00	91,582.63	91,582.63	82.37	0.09%
10-003-58101	PAYROLL EXPENSE	1,304.00	0.00	1,323.22	1,323.22	-19.22	-1.47%
10-003-58102	WORKERS COMPENSATION	2,207.00	0.00	2,970.10	2,970.10	-763.10	-34.58%
10-003-58103	HEALTH INSURANCE	7,094.00	0.00	8,520.20	8,520.20	-1,426.20	-20.10%
10-003-58104	RETIREMENT	6,492.00	0.00	6,560.41	6,560.41	-68.41	-1.05%
10-003-58105	UNEMPLOYMENT INSURANCE	288.00	0.00	718.91	718.91	-430.91	-149.62%
10-003-58107	CELL PHONE STIPEND	556.00	0.00	602.33	602.33	-46.33	-8.33%
10-003-58110	OVERTIME	0.00	0.00	30.11	30.11	-30.11	0.00%
10-003-58125	DENTAL INSURANCE	452.00	0.00	571.30	571.30	-119.30	-26.39%
10-003-58126	LIFE INSURANCE	241.00	0.00	236.16	236.16	4.84	2.01%
10-004-58100	SALARIES	713,460.00	0.00	326,278.32	326,278.32	387,181.68	54.27%
10-004-58101	PAYROLL EXPENSE	11,993.00	0.00	6,217.47	6,217.47	5,775.53	48.16%
10-004-58102	WORKERS COMPENSATION	13,872.00	0.00	16,335.52	16,335.52	-2,463.52	-17.76%
10-004-58103	HEALTH INSURANCE	85,124.00	0.00	39,956.80	39,956.80	45,167.20	53.06%
10-004-58104	RETIREMENT	59,235.00	0.00	28,951.82	28,951.82	30,283.18	51.12%
10-004-58105	UNEMPLOYMENT INSURANCE	1,728.00	0.00	2,853.09	2,853.09	-1,125.09	-65.11%
10-004-58107	CELL PHONE STIPEND	1,669.00	0.00	270.01	270.01	1,398.99	83.82%
10-004-58109	CERTIFICATE PAY	29,900.00	0.00	8,875.00	8,875.00	21,025.00	70.32%
10-004-58110	OVERTIME	56,650.00	0.00	42,387.53	42,387.53	14,262.47	25.18%
10-004-58124	FLOATER SHIFTS	16,480.00	0.00	0.00	0.00	16,480.00	100.00%
10-004-58125	DENTAL INSURANCE	5,420.00	0.00	2,679.20	2,679.20	2,740.80	50.57%
10-004-58126	LIFE INSURANCE	2,075.00	0.00	990.85	990.85	1,084.15	52.25%
10-004-58127	PHYSICALS & GYM MEMBERSHIPS	5,129.00	0.00	0.00	0.00	5,129.00	100.00%
10-004-58128	ACCRUED COMP & VACATION	0.00	0.00	13,189.06	13,189.06	-13,189.06	0.00%
10-005-58100	SALARIES	72,461.00	0.00	34,730.92	34,730.92	37,730.08	52.07%
10-005-58101	PAYROLL EXPENSE	1,031.00	0.00	481.37	481.37	549.63	53.31%
10-005-58102	WORKERS COMPENSATION	1,103.00	0.00	1,485.04	1,485.04	-382.04	-34.64%
10-005-58103	HEALTH INSURANCE	7,803.00	0.00	3,819.40	3,819.40	3,983.60	51.05%
10-005-58104	RETIREMENT	5,065.00	0.00	2,489.86	2,489.86	2,575.14	50.84%
10-005-58105	UNEMPLOYMENT INSURANCE	144.00	0.00	252.01	252.01	-108.01	-75.01%
10-005-58107	CELL PHONE STIPEND	540.00	0.00	270.01	270.01	269.99	50.00%
10-005-58125	DENTAL INSURANCE	497.00	0.00	256.10	256.10	240.90	48.47%
10-005-58126	LIFE INSURANCE	173.00	0.00	86.45	86.45	86.55	50.03%
10-006-58100	SALARIES	97,648.00	0.00	42,289.31	42,289.31	55,358.69	56.69%
10-006-58101	PAYROLL EXPENSE	1,500.00	0.00	599.79	599.79	900.21	60.01%
10-006-58102	WORKERS COMPENSATION	2,207.00	0.00	2,970.10	2,970.10	-763.10	-34.58%
10-006-58103	HEALTH INSURANCE	16,074.00	0.00	6,169.80	6,169.80	9,904.20	61.62%
10-006-58104	RETIREMENT	7,408.00	0.00	3,066.48	3,066.48	4,341.52	58.61%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-006-58105	UNEMPLOYMENT INSURANCE	288.00	0.00	348.74	348.74	-60.74	-21.09%
10-006-58107	CELL PHONE STIPEND	556.00	0.00	270.01	270.01	285.99	51.44%
10-006-58109	CERTIFICATE PAY	1,236.00	0.00	239.33	239.33	996.67	80.64%
10-006-58110	OVERTIME	5,368.00	0.00	0.00	0.00	5,368.00	100.00%
10-006-58125	DENTAL INSURANCE	1,024.00	0.00	413.70	413.70	610.30	59.60%
10-006-58126	LIFE INSURANCE	346.00	0.00	139.65	139.65	206.35	59.64%
10-006-58132	BAILIFF DUTIES	1,442.00	0.00	0.00	0.00	1,442.00	100.00%
10-007-58100	SALARIES	915,317.00	0.00	454,990.09	454,990.09	460,326.91	50.29%
10-007-58101	PAYROLL EXPENSE	15,345.00	0.00	6,662.44	6,662.44	8,682.56	56.58%
10-007-58102	WORKERS COMPENSATION	18,756.00	0.00	17,820.57	17,820.57	935.43	4.99%
10-007-58103	HEALTH INSURANCE	120,593.00	0.00	52,296.40	52,296.40	68,296.60	56.63%
10-007-58104	RETIREMENT	76,195.00	0.00	34,818.00	34,818.00	41,377.00	54.30%
10-007-58105	UNEMPLOYMENT INSURANCE	2,448.00	0.00	3,353.39	3,353.39	-905.39	-36.98%
10-007-58107	CELL PHONE STIPEND	0.00	0.00	3,266.80	3,266.80	-3,266.80	0.00%
10-007-58109	CERTIFICATE PAY	12,978.00	0.00	6,976.65	6,976.65	6,001.35	46.24%
10-007-58110	OVERTIME	27,810.00	0.00	23,431.77	23,431.77	4,378.23	15.74%
10-007-58125	DENTAL INSURANCE	7,679.00	0.00	3,506.60	3,506.60	4,172.40	54.34%
10-007-58126	LIFE INSURANCE	2,940.00	0.00	1,183.70	1,183.70	1,756.30	59.74%
10-007-58127	PHYSICALS & GYM MEMBERSHIPS	4,635.00	0.00	832.10	832.10	3,802.90	82.05%
10-007-58128	ACCRUED COMP & VACATION	0.00	0.00	95.57	95.57	-95.57	0.00%
10-008-58100	SALARIES	38,220.00	0.00	18,495.39	18,495.39	19,724.61	51.61%
10-008-58101	PAYROLL EXPENSE	640.00	0.00	255.60	255.60	384.40	60.06%
10-008-58102	WORKERS COMPENSATION	1,103.00	0.00	1,485.04	1,485.04	-382.04	-34.64%
10-008-58103	HEALTH INSURANCE	8,037.00	0.00	881.40	881.40	7,155.60	89.03%
10-008-58104	RETIREMENT	3,521.00	0.00	1,313.90	1,313.90	2,207.10	62.68%
10-008-58105	UNEMPLOYMENT INSURANCE	144.00	0.00	0.00	0.00	144.00	100.00%
10-008-58107	CELL PHONE STIPEND	556.00	0.00	0.00	0.00	556.00	100.00%
10-008-58110	OVERTIME	4,512.00	0.00	0.00	0.00	4,512.00	100.00%
10-008-58125	DENTAL INSURANCE	512.00	0.00	59.10	59.10	452.90	88.46%
10-008-58126	LIFE INSURANCE	121.00	0.00	19.95	19.95	101.05	83.51%
50 - PERSONNEL Totals:		2,793,182.00	0.00	1,431,677.73	1,431,677.73	1,361,504.27	48.74%
Group: 55 - SUPPLIES							
10-001-58200	POSTAGE & SHIPPING	2,000.00	0.00	1,549.81	1,549.81	450.19	22.51%
10-001-58201	OFFICE SUPPLIES	4,500.00	0.00	4,914.00	4,914.00	-414.00	-9.20%
10-001-58202	FLOWERS/GIFTS/PLAQUES	2,000.00	0.00	1,015.62	1,015.62	984.38	49.22%
10-001-58203	BASIC OPERATING SUPPLIES	0.00	0.00	1,229.90	1,229.90	-1,229.90	0.00%
10-001-58204	PRINTING & BINDING	0.00	0.00	136.85	136.85	-136.85	0.00%
10-001-58205	MINOR EQUIPMENT: OFFICE	515.00	0.00	0.00	0.00	515.00	100.00%
10-001-58208	UNIFORMS & SUPPLIES	300.00	0.00	20.00	20.00	280.00	93.33%
10-001-58214	FINANCE CHARGES	0.00	0.00	1,524.40	1,524.40	-1,524.40	0.00%
10-001-58223	EQUIPMENT	515.00	0.00	0.00	0.00	515.00	100.00%
10-001-58265	FACILITIES MAINT SUPPLIES	515.00	0.00	4,480.18	4,480.18	-3,965.18	-769.94%
10-001-58268	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	1,500.00	1,500.00	-1,500.00	0.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-001-58269	PROMOTIONS	0.00	0.00	12.99	12.99	-12.99	0.00%
10-003-58200	POSTAGE & SHIPPING	515.00	0.00	0.00	0.00	515.00	100.00%
10-003-58201	OFFICE SUPPLIES	1,030.00	0.00	3,880.59	3,880.59	-2,850.59	-276.76%
10-003-58202	FLOWERS/GIFTS/PLAQUES	52.00	0.00	174.32	174.32	-122.32	-235.23%
10-003-58203	BASIC OPERATING SUPPLIES	0.00	0.00	398.48	398.48	-398.48	0.00%
10-003-58204	PRINTING & BINDING	309.00	0.00	0.00	0.00	309.00	100.00%
10-003-58205	MINOR EQUIPMENT: OFFICE	515.00	0.00	0.00	0.00	515.00	100.00%
10-003-58208	UNIFORMS & SUPPLIES	309.00	0.00	475.11	475.11	-166.11	-53.76%
10-003-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	3,232.65	3,232.65	-3,232.65	0.00%
10-004-58200	POSTAGE & SHIPPING	824.00	0.00	0.00	0.00	824.00	100.00%
10-004-58201	OFFICE SUPPLIES	2,225.00	0.00	853.99	853.99	1,371.01	61.62%
10-004-58202	FLOWERS/GIFTS/PLAQUES	500.00	0.00	0.00	0.00	500.00	100.00%
10-004-58203	BASIC OPERATING SUPPLIES	12,427.00	0.00	4,802.89	4,802.89	7,624.11	61.35%
10-004-58204	PRINTING & BINDING	206.00	0.00	92.57	92.57	113.43	55.06%
10-004-58205	MINOR EQUIPMENT: OFFICE	1,900.00	0.00	913.55	913.55	986.45	51.92%
10-004-58206	MV OILS, LUBRICANTS & FLUIDS	0.00	0.00	1,343.64	1,343.64	-1,343.64	0.00%
10-004-58207	MV REPAIR & MAINTENANCE	77,061.00	0.00	5,622.46	5,622.46	71,438.54	92.70%
10-004-58208	UNIFORMS & SUPPLIES	20,169.00	0.00	18,653.13	18,653.13	1,515.87	7.52%
10-004-58216	PPE AND SUPPLIES	60,601.00	0.00	249.89	249.89	60,351.11	99.59%
10-004-58217	MEDICAL SUPPLIES	14,906.00	0.00	2,153.21	2,153.21	12,752.79	85.55%
10-004-58219	FOAM SUPPLIES	1,803.00	0.00	0.00	0.00	1,803.00	100.00%
10-004-58220	ROAD ABSORBENT SUPPLIES	1,654.00	0.00	0.00	0.00	1,654.00	100.00%
10-004-58253	SAFETY EQUIPMENT & SUPPLIES	18,563.00	0.00	2,975.67	2,975.67	15,587.33	83.97%
10-004-58260	BUILDING & FACILITIES REPAIRS	3,740.00	0.00	3,065.07	3,065.07	674.93	18.05%
10-004-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	3,179.41	3,179.41	-3,179.41	0.00%
10-004-58266	MINOR EQUIPMENT: FIELD	0.00	0.00	329.23	329.23	-329.23	0.00%
10-004-58278	EMERGENCY RESPONSE SUPPLIES	8,000.00	0.00	750.43	750.43	7,249.57	90.62%
10-005-58200	POSTAGE & SHIPPING	100.00	0.00	0.00	0.00	100.00	100.00%
10-005-58201	OFFICE SUPPLIES	1,500.00	0.00	815.12	815.12	684.88	45.66%
10-005-58202	FLOWERS/GIFTS/PLAQUES	1,500.00	0.00	453.08	453.08	1,046.92	69.79%
10-005-58203	BASIC OPERATING SUPPLIES	550.00	0.00	58.01	58.01	491.99	89.45%
10-005-58204	PRINTING & BINDING	515.00	0.00	232.08	232.08	282.92	54.94%
10-005-58205	MINOR EQUIPMENT: OFFICE	2,900.00	0.00	0.00	0.00	2,900.00	100.00%
10-005-58208	UNIFORMS & SUPPLIES	1,350.00	0.00	205.54	205.54	1,144.46	84.77%
10-005-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	1,479.44	1,479.44	-1,479.44	0.00%
10-005-58266	MINOR EQUIPMENT: FIELD	500.00	0.00	0.00	0.00	500.00	100.00%
10-005-58269	PROMOTIONS	4,600.00	0.00	0.00	0.00	4,600.00	100.00%
10-006-58201	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
10-006-58202	FLOWERS/GIFTS/PLAQUES	200.00	0.00	0.00	0.00	200.00	100.00%
10-006-58214	FINANCE CHARGES	300.00	0.00	0.00	0.00	300.00	100.00%
10-006-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	1,438.14	1,438.14	-1,438.14	0.00%
10-007-58200	POSTAGE & SHIPPING	309.00	0.00	284.25	284.25	24.75	8.01%
10-007-58201	OFFICE SUPPLIES	5,500.00	0.00	1,930.30	1,930.30	3,569.70	64.90%
10-007-58202	FLOWERS/GIFTS/PLAQUES	438.00	0.00	767.32	767.32	-329.32	-75.19%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-007-58203	BASIC OPERATING SUPPLIES	3,000.00	0.00	2,246.26	2,246.26	753.74	25.12%
10-007-58204	PRINTING & BINDING	824.00	0.00	886.38	886.38	-62.38	-7.57%
10-007-58205	MINOR EQUIPMENT: OFFICE	5,200.00	0.00	4,534.60	4,534.60	665.40	12.80%
10-007-58206	MV OILS, LUBRICANTS & FLUIDS	515.00	0.00	0.00	0.00	515.00	100.00%
10-007-58207	MV REPAIR & MAINTENACE	9,000.00	0.00	4,428.64	4,428.64	4,571.36	50.79%
10-007-58208	UNIFORMS & SUPPLIES	13,800.00	0.00	12,161.14	12,161.14	1,638.86	11.88%
10-007-58214	FINANCE CHARGES	60.00	0.00	1,192.15	1,192.15	-1,132.15	-1,886.92%
10-007-58253	SAFETY EQUIPMENT & SUPPLIES	2,862.00	0.00	112.98	112.98	2,749.02	96.05%
10-007-58260	BUILDING & FACILITIES REPAIRS	6,180.00	0.00	2,162.18	2,162.18	4,017.82	65.01%
10-007-58265	FACILITIES MAINT SUPPLIES	13,975.00	0.00	7,874.59	7,874.59	6,100.41	43.65%
10-007-58266	MINOR EQUIPMENT: FIELD	32,124.00	0.00	5,262.30	5,262.30	26,861.70	83.62%
10-007-58267	OPERATING SUPPLIES NON CONSUMA	1,030.00	0.00	382.41	382.41	647.59	62.87%
10-007-58268	SUBSCRIPTIONS & PUBLICATIONS	3,376.00	0.00	1,450.45	1,450.45	1,925.55	57.04%
10-007-58270	MV FUEL	25,000.00	0.00	16,870.35	16,870.35	8,129.65	32.52%
10-007-58271	MV TIRES, TUBES & BATTERIES	4,120.00	0.00	3,279.19	3,279.19	840.81	20.41%
10-007-58275	SPECIAL EVENTS	1,000.00	0.00	114.12	114.12	885.88	88.59%
10-007-58276	AMMUNITION & WEAPONS RELATED	8,825.00	0.00	500.00	500.00	8,325.00	94.33%
10-008-58201	OFFICE SUPPLIES	0.00	0.00	418.93	418.93	-418.93	0.00%
10-008-58202	FLOWERS/GIFTS/PLAQUES	0.00	0.00	1,613.98	1,613.98	-1,613.98	0.00%
10-008-58203	BASIC OPERATING SUPPLIES	1,100.00	0.00	509.45	509.45	590.55	53.69%
10-008-58207	MV REPAIR & MAINTENACE	2,500.00	0.00	-1,046.40	-1,046.40	3,546.40	141.86%
10-008-58208	UNIFORMS & SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
10-008-58209	PAVING MATERIALS	0.00	0.00	330.00	330.00	-330.00	0.00%
10-008-58210	TRAFFIC & STREET SIGNS	3,605.00	0.00	4,846.53	4,846.53	-1,241.53	-34.44%
10-008-58222	MINOR TOOLS	3,060.00	0.00	4.78	4.78	3,055.22	99.84%
10-008-58225	ASPHALT MATERIALS	35,000.00	0.00	5,237.99	5,237.99	29,762.01	85.03%
10-008-58226	ROAD BASE MATERIALS - PAVING	19,800.00	0.00	0.00	0.00	19,800.00	100.00%
10-008-58227	ICE & INCLEMENT WEATHER	4,635.00	0.00	863.95	863.95	3,771.05	81.36%
10-008-58228	CONCRETE REPLACEMENT	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
10-008-58230	DRAINAGE	0.00	0.00	1,324.80	1,324.80	-1,324.80	0.00%
10-008-58251	BARRICADES/MARKERS	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
10-008-58253	SAFETY EQUIPMENT & SUPPLIES	1,030.00	0.00	0.00	0.00	1,030.00	100.00%
10-008-58260	BUILDING & FACILITIES REPAIRS	24,000.00	0.00	3,489.55	3,489.55	20,510.45	85.46%
10-008-58265	FACILITIES MAINT SUPPLIES	5,000.00	0.00	7,042.74	7,042.74	-2,042.74	-40.85%
10-008-58266	MINOR EQUIPMENT: FIELD	4,000.00	0.00	569.61	569.61	3,430.39	85.76%
10-008-58270	MV FUEL	11,000.00	0.00	654.15	654.15	10,345.85	94.05%
55 - SUPPLIES Totals:		523,037.00	0.00	166,511.12	166,511.12	356,525.88	68.16%
Group: 60 - UTILITIES							
10-004-58305	COMMUNICATION SERVICES	6,180.00	0.00	2,333.52	2,333.52	3,846.48	62.24%
10-007-58305	COMMUNICATION SERVICES	4,300.00	0.00	518.88	518.88	3,781.12	87.93%
10-008-58300	ELECTRICITY	35,000.00	0.00	26,639.32	26,639.32	8,360.68	23.89%
10-008-58301	GAS	5,000.00	0.00	4,892.96	4,892.96	107.04	2.14%
10-008-58302	TELEPHONE	15,000.00	0.00	0.00	0.00	15,000.00	100.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-008-58305	COMMUNICATION SERVICES	45,000.00	0.00	5,457.13	5,457.13	39,542.87	87.87%
60 - UTILITIES Totals:		110,480.00	0.00	39,841.81	39,841.81	70,638.19	63.94%
Group: 65 - CONTRACTUAL SERVICES							
10-001-58400	TRAVEL & TRAINING	7,000.00	0.00	8,915.97	8,915.97	-1,915.97	-27.37%
10-001-58401	CONSULTANTS & PROFESSIONALS	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
10-001-58402	ADVERTISING & LEGAL NOTICES	1,500.00	0.00	3,507.30	3,507.30	-2,007.30	-133.82%
10-001-58403	PRINTING & BINDING	3,600.00	0.00	0.00	0.00	3,600.00	100.00%
10-001-58404	PROPERTY & LIABILITY	7,000.00	0.00	6,158.32	6,158.32	841.68	12.02%
10-001-58406	PROFESSIONAL LICENSE	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
10-001-58407	DUES & MEMBERSHIPS	3,000.00	0.00	613.00	613.00	2,387.00	79.57%
10-001-58408	SPECIAL EVENTS	0.00	0.00	9,986.72	9,986.72	-9,986.72	0.00%
10-001-58415	FINES & PENALTIES	0.00	0.00	27.00	27.00	-27.00	0.00%
10-001-58416	LEGAL/CITY ATTORNEY	0.00	0.00	20,000.00	20,000.00	-20,000.00	0.00%
10-001-58417	ACCOUNTING & AUDITOR	40,000.00	0.00	25,843.60	25,843.60	14,156.40	35.39%
10-001-58418	CONTRACTUAL SERVICES	48,000.00	0.00	28,166.68	28,166.68	19,833.32	41.32%
10-001-58426	SOFTWARE TECH SUPPORT	15,000.00	0.00	48,594.38	48,594.38	-33,594.38	-223.96%
10-001-58437	BLACKBOARD CONNECT	2,750.00	0.00	0.00	0.00	2,750.00	100.00%
10-001-58438	IT CONTRACT	3,852.00	0.00	2,245.32	2,245.32	1,606.68	41.71%
10-001-58451	EQUIPMENT RENTAL	9,600.00	0.00	7,412.88	7,412.88	2,187.12	22.78%
10-003-58400	TRAVEL & TRAINING	3,000.00	0.00	578.86	578.86	2,421.14	80.70%
10-003-58401	CONSULTANTS & PROFESSIONALS	108,150.00	0.00	151,328.13	151,328.13	-43,178.13	-39.92%
10-003-58402	ADVERTISING & LEGAL NOTICES	5,150.00	0.00	799.50	799.50	4,350.50	84.48%
10-003-58404	PROPERTY & LIABILITY	5,150.00	0.00	7,510.15	7,510.15	-2,360.15	-45.83%
10-003-58407	DUES & MEMBERSHIPS	721.00	0.00	0.00	0.00	721.00	100.00%
10-003-58418	CONTRACTUAL SERVICES	28,100.00	0.00	24,433.68	24,433.68	3,666.32	13.05%
10-003-58423	FOOD SERVICE INSPECTOR	5,870.00	0.00	3,860.00	3,860.00	2,010.00	34.24%
10-003-58424	ENGINEERING/CITY ENGINEER	5,150.00	0.00	14,432.70	14,432.70	-9,282.70	-180.25%
10-003-58435	POOL INSPECTOR	1,700.00	0.00	0.00	0.00	1,700.00	100.00%
10-003-58438	IT CONTRACT	3,968.00	0.00	2,245.32	2,245.32	1,722.68	43.41%
10-003-58463	ECONOMIC DEVELOPMENT	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
10-004-58400	TRAVEL & TRAINING	28,054.00	0.00	9,092.76	9,092.76	18,961.24	67.59%
10-004-58401	CONSULTANTS & PROFESSIONALS	3,605.00	0.00	0.00	0.00	3,605.00	100.00%
10-004-58403	PRINTING & BINDING	206.00	0.00	0.00	0.00	206.00	100.00%
10-004-58404	PROPERTY & LIABILITY	5,150.00	0.00	7,510.15	7,510.15	-2,360.15	-45.83%
10-004-58407	DUES & MEMBERSHIPS	542.00	0.00	209.00	209.00	333.00	61.44%
10-004-58418	CONTRACTUAL SERVICES	65,207.00	0.00	29,699.65	29,699.65	35,507.35	54.45%
10-004-58426	SOFTWARE TECH SUPPORT	0.00	0.00	30.50	30.50	-30.50	0.00%
10-004-58427	EQUIPMENT TECH SUPPORT	20,540.00	0.00	3,536.68	3,536.68	17,003.32	82.78%
10-004-58437	BLACKBOARD CONNECT	1,071.00	0.00	0.00	0.00	1,071.00	100.00%
10-004-58438	IT CONTRACT	3,968.00	0.00	2,245.32	2,245.32	1,722.68	43.41%
10-004-58452	VEHICLE LEASE	0.00	0.00	7,165.85	7,165.85	-7,165.85	0.00%
10-005-58400	TRAVEL & TRAINING	10,000.00	0.00	3,639.40	3,639.40	6,360.60	63.61%
10-005-58401	CONSULTANTS & PROFESSIONALS	8,000.00	0.00	0.00	0.00	8,000.00	100.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-005-58402	ADVERTISING & LEGAL NOTICES	2,000.00	0.00	314.50	314.50	1,685.50	84.28%
10-005-58404	PROPERTY & LIABILITY	5,500.00	0.00	7,510.15	7,510.15	-2,010.15	-36.55%
10-005-58406	PROFESSIONAL LICENSE	400.00	0.00	0.00	0.00	400.00	100.00%
10-005-58407	DUES & MEMBERSHIPS	10,200.00	0.00	9,472.00	9,472.00	728.00	7.14%
10-005-58408	SPECIAL EVENTS	12,500.00	0.00	4,855.97	4,855.97	7,644.03	61.15%
10-005-58416	LEGAL/CITY ATTORNEY	45,000.00	0.00	20,013.00	20,013.00	24,987.00	55.53%
10-005-58418	CONTRACTUAL SERVICES	4,400.00	0.00	0.00	0.00	4,400.00	100.00%
10-005-58419	ELECTIONS ADMINISTRATION	5,700.00	0.00	0.00	0.00	5,700.00	100.00%
10-005-58426	SOFTWARE TECH SUPPORT	500.00	0.00	823.12	823.12	-323.12	-64.62%
10-005-58437	BLACKBOARD CONNECT	1,071.00	0.00	0.00	0.00	1,071.00	100.00%
10-005-58438	IT CONTRACT	3,968.00	0.00	2,245.32	2,245.32	1,722.68	43.41%
10-005-58450	GOVERNMENT & MISC OPERATING	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
10-006-58400	TRAVEL & TRAINING	3,000.00	0.00	141.94	141.94	2,858.06	95.27%
10-006-58404	PROPERTY & LIABILITY	5,150.00	0.00	7,510.15	7,510.15	-2,360.15	-45.83%
10-006-58406	PROFESSIONAL LICENSE	0.00	0.00	157.50	157.50	-157.50	0.00%
10-006-58407	DUES & MEMBERSHIPS	82.00	0.00	55.00	55.00	27.00	32.93%
10-006-58416	LEGAL/CITY ATTORNEY	10,000.00	0.00	4,500.00	4,500.00	5,500.00	55.00%
10-006-58418	CONTRACTUAL SERVICES	0.00	0.00	93.68	93.68	-93.68	0.00%
10-006-58421	MUNICIPAL JUDGE	14,400.00	0.00	7,200.00	7,200.00	7,200.00	50.00%
10-006-58422	MAGISTRATE	3,000.00	0.00	1,600.00	1,600.00	1,400.00	46.67%
10-006-58426	SOFTWARE TECH SUPPORT	0.00	0.00	1,515.94	1,515.94	-1,515.94	0.00%
10-006-58438	IT CONTRACT	4,000.00	0.00	2,245.32	2,245.32	1,754.68	43.87%
10-006-58441	JURY SERVICE	200.00	0.00	0.00	0.00	200.00	100.00%
10-007-58400	TRAVEL & TRAINING	8,500.00	0.00	2,226.71	2,226.71	6,273.29	73.80%
10-007-58402	ADVERTISING & LEGAL NOTICES	103.00	0.00	0.00	0.00	103.00	100.00%
10-007-58403	PRINTING & BINDING	618.00	0.00	0.00	0.00	618.00	100.00%
10-007-58404	PROPERTY & LIABILITY	5,150.00	0.00	7,510.15	7,510.15	-2,360.15	-45.83%
10-007-58407	DUES & MEMBERSHIPS	1,700.00	0.00	850.61	850.61	849.39	49.96%
10-007-58410	LAB TESTING	3,000.00	0.00	215.00	215.00	2,785.00	92.83%
10-007-58418	CONTRACTUAL SERVICES	71,500.00	0.00	18,684.88	18,684.88	52,815.12	73.87%
10-007-58420	INMATE HOUSING	1,200.00	0.00	282.00	282.00	918.00	76.50%
10-007-58426	SOFTWARE TECH SUPPORT	0.00	0.00	2,720.18	2,720.18	-2,720.18	0.00%
10-007-58437	BLACKBOARD CONNECT	1,071.00	0.00	0.00	0.00	1,071.00	100.00%
10-007-58438	IT CONTRACT	3,968.00	0.00	2,245.32	2,245.32	1,722.68	43.41%
10-007-58450	GOVERNMENT & MISC OPERATING	650.00	0.00	94.00	94.00	556.00	85.54%
10-007-58452	VEHICLE LEASE	59,745.00	0.00	39,922.90	39,922.90	19,822.10	33.18%
10-007-58462	ANIMAL CONTROL	66,550.00	0.00	27,225.00	27,225.00	39,325.00	59.09%
10-008-58400	TRAVEL & TRAINING	3,000.00	0.00	1,375.00	1,375.00	1,625.00	54.17%
10-008-58404	PROPERTY & LIABILITY	6,500.00	0.00	7,510.15	7,510.15	-1,010.15	-15.54%
10-008-58405	REPAIR & MAINTENANCE	0.00	0.00	158.76	158.76	-158.76	0.00%
10-008-58412	OTHER RENTAL	0.00	0.00	1,270.00	1,270.00	-1,270.00	0.00%
10-008-58414	FINANCE CHARGES	0.00	0.00	6.14	6.14	-6.14	0.00%
10-008-58415	FINES & PENALTIES	0.00	0.00	31.14	31.14	-31.14	0.00%
10-008-58418	CONTRACTUAL SERVICES	15,000.00	0.00	11,061.31	11,061.31	3,938.69	26.26%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-008-58424	ENGINEERING/CITY ENGINEER	15,000.00	0.00	22,745.21	22,745.21	-7,745.21	-51.63%
10-008-58425	SOLID WASTE COLLECTION	7,000.00	0.00	2,801.04	2,801.04	4,198.96	59.99%
10-008-58426	SOFTWARE TECH SUPPORT	0.00	0.00	3,251.41	3,251.41	-3,251.41	0.00%
10-008-58438	IT CONTRACT	4,000.00	0.00	2,245.32	2,245.32	1,754.68	43.87%
10-008-58450	GOVERNMENT & MISC OPERATING	45,320.00	0.00	0.00	0.00	45,320.00	100.00%
10-008-58451	EQUIPMENT RENTAL	2,060.00	0.00	0.00	0.00	2,060.00	100.00%
10-008-58452	VEHICLE LEASE	0.00	0.00	-124.15	-124.15	124.15	0.00%
65 - CONTRACTUAL SERVICES Totals:		939,810.00	0.00	654,350.49	654,350.49	285,459.51	30.37%
Group: 75 - CAPITAL OUTLAY							
10-001-58600	OFFICE EQUIPMENT	0.00	0.00	2,273.25	2,273.25	-2,273.25	0.00%
10-001-58613	PROMOTIONAL MARKETING	0.00	0.00	585.77	585.77	-585.77	0.00%
10-003-58600	OFFICE EQUIPMENT	0.00	0.00	1,142.50	1,142.50	-1,142.50	0.00%
10-003-58612	SOFTWARE	0.00	0.00	105.00	105.00	-105.00	0.00%
10-005-58624	EQUIPMENT PURCHASE	0.00	0.00	2,188.25	2,188.25	-2,188.25	0.00%
10-006-58600	OFFICE EQUIPMENT	0.00	0.00	1,591.16	1,591.16	-1,591.16	0.00%
10-007-58601	VEHICLES	94,945.00	0.00	0.00	0.00	94,945.00	100.00%
10-007-58624	EQUIPMENT PURCHASE	0.00	0.00	101.50	101.50	-101.50	0.00%
10-008-58609	FACILITIES: PARKS	30,000.00	0.00	34,439.49	34,439.49	-4,439.49	-14.80%
75 - CAPITAL OUTLAY Totals:		124,945.00	0.00	42,426.92	42,426.92	82,518.08	66.04%
10 - GENERAL FUND Totals:		4,491,454.00	0.00	2,334,808.07	2,334,808.07	2,156,645.93	48.02%
Expense Totals:		4,491,454.00	0.00	2,334,808.07	2,334,808.07	2,156,645.93	48.02%
10 - GENERAL FUND Totals:		-94,583.00	0.00	-1,138,201.05	-1,138,201.05	1,043,618.05	
20 - WATER FUND							
Revenue							
Fund: 20 - WATER FUND							
Group: 15 - ADMINISTRATIVE FEES							
20-020-45005	INTEREST REVENUE	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
20-020-46005	INTEREST - OPERATING FUND	0.00	0.00	-894.24	-894.24	894.24	0.00%
15 - ADMINISTRATIVE FEES Totals:		-10,000.00	0.00	-894.24	-894.24	-9,105.76	-91.06%
Group: 35 - OTHER REVENUE							
20-020-45032	REIMBURSEMENT FOR REPAIRS	-500.00	0.00	-1,250.00	-1,250.00	750.00	150.00%
20-020-45041	REFUNDS/ BANK CREDITS	-500.00	0.00	0.00	0.00	-500.00	-100.00%
20-020-45042	MISCELLANEOUS REVENUE	-5,000.00	0.00	184.67	184.67	-5,184.67	-103.69%
20-020-45051	SALE OF RECYCLED MATERIALS	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
35 - OTHER REVENUE Totals:		-11,000.00	0.00	-1,065.33	-1,065.33	-9,934.67	-90.32%
Group: 40 - TRANSFERS							
20-020-48756	2019 COOS - TWDB - FT WORTH WT	-264,782.00	0.00	0.00	0.00	-264,782.00	-100.00%
20-020-48757	WP CO S21	-138,692.00	0.00	0.00	0.00	-138,692.00	-100.00%
40 - TRANSFERS Totals:		-403,474.00	0.00	0.00	0.00	-403,474.00	-100.00%
Group: 45 - 45							
20-020-45000	USER CHARGES	-2,450,000.00	0.00	-1,100,149.79	-1,100,149.79	-1,349,850.21	-55.10%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
20-020-45001	PENALTIES	-35,000.00	0.00	-10,934.55	-10,934.55	-24,065.45	-68.76%
20-020-45002	NEW ACCOUNT FEES	-20,000.00	0.00	-11,106.43	-11,106.43	-8,893.57	-44.47%
20-020-45003	TAP FEES	-3,000.00	0.00	-1,000.00	-1,000.00	-2,000.00	-66.67%
20-020-45004	IMPACT FEES	-200,000.00	0.00	-117,894.22	-117,894.22	-82,105.78	-41.05%
20-020-45007	METER FEE	-25,000.00	0.00	-23,845.78	-23,845.78	-1,154.22	-4.62%
20-020-45008	METER BOX FEE	-4,500.00	0.00	-4,525.00	-4,525.00	25.00	0.56%
20-020-45030	RECONNECT FEES	-10,000.00	0.00	-2,446.45	-2,446.45	-7,553.55	-75.54%
20-020-45031	RETURNED CHECK FEES	-600.00	0.00	-240.00	-240.00	-360.00	-60.00%
20-020-45048	BORE FEES	-500.00	0.00	0.00	0.00	-500.00	-100.00%
45 - 45 Totals:		-2,748,600.00	0.00	-1,272,142.22	-1,272,142.22	-1,476,457.78	-53.72%
20 - WATER FUND Totals:		-3,173,074.00	0.00	-1,274,101.79	-1,274,101.79	-1,898,972.21	-59.85%
Revenue Totals:		-3,173,074.00	0.00	-1,274,101.79	-1,274,101.79	-1,898,972.21	-59.85%

Expense

Fund: 20 - WATER FUND

Group: 40 - TRANSFERS

20-020-58756	2019 COOS - TWDB - FT WORTH WT	509,195.00	0.00	440,383.20	440,383.20	68,811.80	13.51%
40 - TRANSFERS Totals:		509,195.00	0.00	440,383.20	440,383.20	68,811.80	13.51%

Group: 50 - PERSONNEL

20-020-58100	SALARIES	609,970.00	0.00	303,239.44	303,239.44	306,730.56	50.29%
20-020-58101	PAYROLL EXPENSE	9,294.00	0.00	4,625.13	4,625.13	4,668.87	50.24%
20-020-58102	WORKERS COMPENSATION	11,033.00	0.00	11,880.38	11,880.38	-847.38	-7.68%
20-020-58103	HEALTH INSURANCE	75,000.00	0.00	40,418.78	40,418.78	34,581.22	46.11%
20-020-58104	RETIREMENT	46,148.00	0.00	21,375.74	21,375.74	24,772.26	53.68%
20-020-58105	UNEMPLOYMENT INSURANCE	1,440.00	0.00	2,560.00	2,560.00	-1,120.00	-77.78%
20-020-58107	CELL PHONE STIPEND	4,860.00	0.00	1,869.30	1,869.30	2,990.70	61.54%
20-020-58109	CERTIFICATE PAY	1,000.00	0.00	1,126.06	1,126.06	-126.06	-12.61%
20-020-58110	OVERTIME	16,817.00	0.00	16,768.32	16,768.32	48.68	0.29%
20-020-58125	DENTAL INSURANCE	4,517.00	0.00	2,699.17	2,699.17	1,817.83	40.24%
20-020-58126	LIFE INSURANCE	1,729.00	0.00	864.75	864.75	864.25	49.99%
20-020-58128	ACCRUED COMP & VACATION	3,204.00	0.00	0.00	0.00	3,204.00	100.00%
50 - PERSONNEL Totals:		785,012.00	0.00	407,427.07	407,427.07	377,584.93	48.10%

Group: 55 - SUPPLIES

20-020-58200	POSTAGE & SHIPPING	3,000.00	0.00	760.81	760.81	2,239.19	74.64%
20-020-58201	OFFICE SUPPLIES	7,500.00	0.00	1,481.47	1,481.47	6,018.53	80.25%
20-020-58202	FLOWERS/GIFTS/PLAQUES	300.00	0.00	0.00	0.00	300.00	100.00%
20-020-58203	BASIC OPERATING SUPPLIES	2,000.00	0.00	3,905.03	3,905.03	-1,905.03	-95.25%
20-020-58205	MINOR EQUIPMENT: OFFICE	3,000.00	0.00	1,712.23	1,712.23	1,287.77	42.93%
20-020-58207	MV REPAIR & MAINTENANCE	10,400.00	0.00	3,547.06	3,547.06	6,852.94	65.89%
20-020-58208	UNIFORMS & SUPPLIES	5,370.00	0.00	2,165.82	2,165.82	3,204.18	59.67%
20-020-58214	FINANCE CHARGES	5,000.00	0.00	19,733.32	19,733.32	-14,733.32	-294.67%
20-020-58222	MINOR TOOLS	0.00	0.00	652.00	652.00	-652.00	0.00%
20-020-58223	EQUIPMENT	0.00	0.00	34.90	34.90	-34.90	0.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
20-020-58224	MISC. TOOLS/SUPPLIES	3,500.00	0.00	591.59	591.59	2,908.41	83.10%
20-020-58227	ICE & INCLEMENT WEATHER	0.00	0.00	635.65	635.65	-635.65	0.00%
20-020-58230	CHEMICALS	12,000.00	0.00	3,865.65	3,865.65	8,134.35	67.79%
20-020-58232	FIRE HYDRANTS	10,000.00	0.00	1,305.58	1,305.58	8,694.42	86.94%
20-020-58253	SAFETY EQUIPMENT & SUPPLIES	2,500.00	0.00	560.30	560.30	1,939.70	77.59%
20-020-58260	BUILDING & FACILITIES REPAIRS	10,000.00	0.00	10,286.44	10,286.44	-286.44	-2.86%
20-020-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	3,077.23	3,077.23	-3,077.23	0.00%
20-020-58266	MINOR EQUIPMENT: FIELD	3,000.00	0.00	69.22	69.22	2,930.78	97.69%
20-020-58268	SUBSCRIPTIONS & PUBLICATIONS	500.00	0.00	0.00	0.00	500.00	100.00%
20-020-58270	MV FUEL	30,000.00	0.00	26,663.56	26,663.56	3,336.44	11.12%
20-020-58281	WATER DISTRIBUTION SUPPLIES	125,000.00	0.00	108,626.82	108,626.82	16,373.18	13.10%
20-020-58282	WATER PRODUCTION SUPPLIES	65,000.00	0.00	681.00	681.00	64,319.00	98.95%
55 - SUPPLIES Totals:		298,070.00	0.00	190,355.68	190,355.68	107,714.32	36.14%
Group: 60 - UTILITIES							
20-020-58300	ELECTRICITY	100,000.00	0.00	59,050.60	59,050.60	40,949.40	40.95%
20-020-58304	MOBILE TELEPHONE	5,700.00	0.00	2,562.40	2,562.40	3,137.60	55.05%
20-020-58305	COMMUNICATION SERVICES	6,132.00	0.00	0.00	0.00	6,132.00	100.00%
60 - UTILITIES Totals:		111,832.00	0.00	61,613.00	61,613.00	50,219.00	44.91%
Group: 65 - CONTRACTUAL SERVICES							
20-020-58400	TRAVEL & TRAINING	5,000.00	0.00	3,655.58	3,655.58	1,344.42	26.89%
20-020-58401	CONSULTANTS & PROFESSIONALS	25,000.00	0.00	18,358.63	18,358.63	6,641.37	26.57%
20-020-58402	ADVERTISING & LEGAL NOTICES	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
20-020-58403	PRINTING & BINDING	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
20-020-58404	PROPERTY & LIABILITY	5,500.00	0.00	7,510.15	7,510.15	-2,010.15	-36.55%
20-020-58407	DUES & MEMBERSHIPS	750.00	0.00	-193.00	-193.00	943.00	125.73%
20-020-58409	PERMITS & APPLICATIONS	5,000.00	0.00	5,566.40	5,566.40	-566.40	-11.33%
20-020-58410	LAB TESTING	30,000.00	0.00	4,906.94	4,906.94	25,093.06	83.64%
20-020-58411	PROPERTY DAMAGE	2,500.00	0.00	-1,400.00	-1,400.00	3,900.00	156.00%
20-020-58414	FINANCE CHARGES	0.00	0.00	21.04	21.04	-21.04	0.00%
20-020-58417	ACCOUNTING & AUDITOR	13,500.00	0.00	5,950.00	5,950.00	7,550.00	55.93%
20-020-58418	CONTRACTUAL SERVICES	0.00	0.00	25,190.74	25,190.74	-25,190.74	0.00%
20-020-58424	ENGINEERING/CITY ENGINEER	36,000.00	0.00	13,473.19	13,473.19	22,526.81	62.57%
20-020-58425	SOLID WASTE COLLECTION	1,700.00	0.00	0.00	0.00	1,700.00	100.00%
20-020-58426	SOFTWARE TECH SUPPORT	6,000.00	0.00	1,918.56	1,918.56	4,081.44	68.02%
20-020-58427	EQUIPMENT TECH SUPPORT	0.00	0.00	797.25	797.25	-797.25	0.00%
20-020-58437	BLACKBOARD CONNECT	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
20-020-58438	IT CONTRACT	4,000.00	0.00	2,245.32	2,245.32	1,754.68	43.87%
20-020-58443	WELL SITE MAINTENANCE	25,000.00	0.00	188.18	188.18	24,811.82	99.25%
20-020-58444	EQUIPMENT MAINTENANCE	5,000.00	0.00	440.06	440.06	4,559.94	91.20%
20-020-58447	WATER TANK MAINTENANCE	35,000.00	0.00	4,924.00	4,924.00	30,076.00	85.93%
20-020-58448	BUILDING MAINT - WELL SITES	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
20-020-58451	EQUIPMENT RENTAL	8,000.00	0.00	2,961.71	2,961.71	5,038.29	62.98%
20-020-58452	VEHICLE LEASE	0.00	0.00	52,152.00	52,152.00	-52,152.00	0.00%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
20-020-58469	WATER DISTRIBUTION CONTRACTUAL	75,000.00	0.00	1,347.67	1,347.67	73,652.33	98.20%
20-020-58470	WATER PRODUCTION CONTRACTUAL	50,000.00	0.00	80,307.62	80,307.62	-30,307.62	-60.62%
65 - CONTRACTUAL SERVICES Totals:		364,450.00	0.00	230,322.04	230,322.04	134,127.96	36.80%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
20-020-58503	WATER DEPOSIT REFUNDS	0.00	0.00	29.64	29.64	-29.64	0.00%
20-020-58716	PAYING AGENT FEES	0.00	0.00	1,050.00	1,050.00	-1,050.00	0.00%
20-020-58735	2010 REFUNDING	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
20-020-58736	2012 REFUNDING	104,650.00	0.00	103,075.00	103,075.00	1,575.00	1.51%
20-020-58741	TRANSFER TO GENERAL FUND	240,000.00	0.00	0.00	0.00	240,000.00	100.00%
20-020-58745	FRANCHISE FEES	130,000.00	0.00	-80.67	-80.67	130,080.67	100.06%
20-020-58746	2014 TWDB COB	40,235.00	0.00	35,205.00	35,205.00	5,030.00	12.50%
20-020-58748	2016 TWDB COB	46,178.00	0.00	49,344.25	49,344.25	-3,166.25	-6.86%
20-020-58749	PP FINANCE CONTRACT 6804	18,419.00	0.00	18,418.80	18,418.80	0.20	0.00%
20-020-58755	2015 COB	53,680.00	0.00	43,967.74	43,967.74	9,712.26	18.09%
20-020-58757	WP CO S21 DEBT SERVICE	288,943.00	0.00	0.00	0.00	288,943.00	100.00%
20-020-58758	GOV CAP 9371 DEBT SERVICE	82,373.00	0.00	82,372.55	82,372.55	0.45	0.00%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		1,054,478.00	0.00	333,382.31	333,382.31	721,095.69	68.38%
Group: 75 - CAPITAL OUTLAY							
20-020-58601	VEHICLES	0.00	0.00	2,223.20	2,223.20	-2,223.20	0.00%
20-020-58602	TECHNOLOGY PROJECTS	10,000.00	0.00	5,100.00	5,100.00	4,900.00	49.00%
20-020-58604	EQUIPMENT: HEAVY	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
20-020-58612	SOFTWARE	0.00	0.00	2,362.51	2,362.51	-2,362.51	0.00%
20-020-58646	UTILITIES: WATER DISTRIBUTION	0.00	0.00	23,380.13	23,380.13	-23,380.13	0.00%
75 - CAPITAL OUTLAY Totals:		16,000.00	0.00	33,065.84	33,065.84	-17,065.84	-106.66%
20 - WATER FUND Totals:		3,139,037.00	0.00	1,696,549.14	1,696,549.14	1,442,487.86	45.95%
Expense Totals:		3,139,037.00	0.00	1,696,549.14	1,696,549.14	1,442,487.86	45.95%
20 - WATER FUND Totals:		-34,037.00	0.00	422,447.35	422,447.35	-456,484.35	
30 - WASTEWATER FUND							
Revenue							
Fund: 30 - WASTEWATER FUND							
Group: 15 - ADMINISTRATIVE FEES							
30-030-45005	INTEREST REVENUE	-15,500.00	0.00	-258.48	-258.48	-15,241.52	-98.33%
15 - ADMINISTRATIVE FEES Totals:		-15,500.00	0.00	-258.48	-258.48	-15,241.52	-98.33%
Group: 35 - OTHER REVENUE							
30-030-45041	REFUNDS/BANK CREDITS	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
30-030-46088	SALE OF ASSETS	-240,000.00	0.00	0.00	0.00	-240,000.00	-100.00%
35 - OTHER REVENUE Totals:		-243,000.00	0.00	0.00	0.00	-243,000.00	-100.00%
Group: 45 - 45							
30-030-45000	USER CHARGES	-630,000.00	0.00	-283,426.81	-283,426.81	-346,573.19	-55.01%
30-030-45003	TAP FEES	-500.00	0.00	0.00	0.00	-500.00	-100.00%
30-030-45004	IMPACT FEES	-125,000.00	0.00	-76,941.60	-76,941.60	-48,058.40	-38.45%

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
45 - 45 Totals:		-755,500.00	0.00	-360,368.41	-360,368.41	-395,131.59	-52.30%
30 - WASTEWATER FUND Totals:		-1,014,000.00	0.00	-360,626.89	-360,626.89	-653,373.11	-64.44%
Revenue Totals:		-1,014,000.00	0.00	-360,626.89	-360,626.89	-653,373.11	-64.44%
Expense							
Fund: 30 - WASTEWATER FUND							
30-030-58765	TWDB SERIES 2021A	0.00	0.00	119,496.11	119,496.11	-119,496.11	0.00%
Totals:		0.00	0.00	119,496.11	119,496.11	-119,496.11	0.00%
Group: 50 - PERSONNEL							
30-030-58100	SALARIES	67,510.00	0.00	34,526.59	34,526.59	32,983.41	48.86%
30-030-58101	PAYROLL EXPENSE	1,041.00	0.00	578.99	578.99	462.01	44.38%
30-030-58102	WORKERS COMPENSATION	2,207.00	0.00	2,970.09	2,970.09	-763.09	-34.58%
30-030-58103	HEALTH INSURANCE	15,606.00	0.00	7,250.54	7,250.54	8,355.46	53.54%
30-030-58104	RETIREMENT	5,400.00	0.00	2,890.49	2,890.49	2,509.51	46.47%
30-030-58105	UNEMPLOYMENT INSURANCE	288.00	0.00	450.65	450.65	-162.65	-56.48%
30-030-58107	CELL PHONE STIPEND	1,100.00	0.00	540.02	540.02	559.98	50.91%
30-030-58109	CERTIFICATE PAY	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
30-030-58110	OVERTIME	2,000.00	0.00	5,907.46	5,907.46	-3,907.46	-195.37%
30-030-58125	DENTAL INSURANCE	1,000.00	0.00	486.12	486.12	513.88	51.39%
30-030-58126	LIFE INSURANCE	346.00	0.00	164.15	164.15	181.85	52.56%
50 - PERSONNEL Totals:		97,498.00	0.00	55,765.10	55,765.10	41,732.90	42.80%
Group: 55 - SUPPLIES							
30-030-58200	POSTAGE & SHIPPING	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
30-030-58201	OFFICE SUPPLIES	500.00	0.00	383.31	383.31	116.69	23.34%
30-030-58203	BASIC OPERATING SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
30-030-58205	MINOR EQUIPMENT: OFFICE	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
30-030-58206	MV OILS, LUBRICANTS & FLUIDS	500.00	0.00	0.00	0.00	500.00	100.00%
30-030-58207	MV REPAIR & MAINTENANCE	500.00	0.00	98.54	98.54	401.46	80.29%
30-030-58208	UNIFORMS & SUPPLIES	1,950.00	0.00	0.00	0.00	1,950.00	100.00%
30-030-58212	WASTEWATER SUPPLIES	2,000.00	0.00	115.98	115.98	1,884.02	94.20%
30-030-58223	EQUIPMENT	2,900.00	0.00	0.00	0.00	2,900.00	100.00%
30-030-58224	MISC. TOOLS/SUPPLIES	1,000.00	0.00	469.23	469.23	530.77	53.08%
30-030-58227	ICE & INCLEMENT WEATHER	0.00	0.00	143.49	143.49	-143.49	0.00%
30-030-58230	CHEMICALS	67,450.00	0.00	21,221.61	21,221.61	46,228.39	68.54%
30-030-58240	BELT PRESS SUPPLIES	0.00	0.00	394.45	394.45	-394.45	0.00%
30-030-58253	SAFETY EQUIPMENT & SUPPLIES	2,775.00	0.00	110.10	110.10	2,664.90	96.03%
30-030-58260	BUILDING & FACILITIES REPAIRS	5,000.00	0.00	59.77	59.77	4,940.23	98.80%
30-030-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	1,438.14	1,438.14	-1,438.14	0.00%
30-030-58270	MV FUEL	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
30-030-58279	WASTEWATER COLLECTION	35,000.00	0.00	7,000.60	7,000.60	27,999.40	80.00%
30-030-58280	WASTEWATER TREATMENT	10,000.00	0.00	496.30	496.30	9,503.70	95.04%
55 - SUPPLIES Totals:		136,575.00	0.00	31,931.52	31,931.52	104,643.48	76.62%
Group: 60 - UTILITIES							

Detail vs Budget Report

Date Range: 10/01/2021 Item 8. 2

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
30-030-58300	ELECTRICITY	65,000.00	0.00	34,380.94	34,380.94	30,619.06	47.11%
30-030-58305	COMMUNICATION SERVICES	500.00	0.00	665.45	665.45	-165.45	-33.09%
60 - UTILITIES Totals:		65,500.00	0.00	35,046.39	35,046.39	30,453.61	46.49%
Group: 65 - CONTRACTUAL SERVICES							
30-030-58400	TRAVEL & TRAINING	3,500.00	0.00	156.48	156.48	3,343.52	95.53%
30-030-58402	ADVERTISING & LEGAL NOTICES	0.00	0.00	1,547.50	1,547.50	-1,547.50	0.00%
30-030-58404	PROPERTY & LIABILITY	6,500.00	0.00	7,510.15	7,510.15	-1,010.15	-15.54%
30-030-58405	REPAIR & MAINTENANCE	7,650.00	0.00	2,121.29	2,121.29	5,528.71	72.27%
30-030-58407	DUES & MEMBERSHIPS	500.00	0.00	0.00	0.00	500.00	100.00%
30-030-58409	PERMITS & APPLICATIONS	3,500.00	0.00	2,224.77	2,224.77	1,275.23	36.44%
30-030-58410	LAB TESTING	21,000.00	0.00	10,571.77	10,571.77	10,428.23	49.66%
30-030-58417	ACCOUNTING & AUDITOR	10,000.00	0.00	5,950.00	5,950.00	4,050.00	40.50%
30-030-58418	CONTRACTUAL SERVICES	12,000.00	0.00	7,703.87	7,703.87	4,296.13	35.80%
30-030-58424	ENGINEERING/CITY ENGINEER	12,000.00	0.00	12,219.77	12,219.77	-219.77	-1.83%
30-030-58425	SLUDGE HAULING	78,000.00	0.00	37,188.06	37,188.06	40,811.94	52.32%
30-030-58438	IT CONTRACT	4,000.00	0.00	2,245.32	2,245.32	1,754.68	43.87%
30-030-58445	LIFT STATION EQUIPMENT MAINTENANCE	30,000.00	0.00	4,981.04	4,981.04	25,018.96	83.40%
30-030-58449	LIFT STATION MAINTENANCE	0.00	0.00	10,373.20	10,373.20	-10,373.20	0.00%
30-030-58450	GEVERNMENT & MISC OPERATING	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
30-030-58451	EQUIPMENT RENTAL	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
65 - CONTRACTUAL SERVICES Totals:		192,650.00	0.00	104,793.22	104,793.22	87,856.78	45.60%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
30-030-58745	FRANCHISE FEES	37,220.00	0.00	0.00	0.00	37,220.00	100.00%
30-030-58750	SERIES 2017 DEBT	481,600.00	0.00	234,661.00	234,661.00	246,939.00	51.27%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		518,820.00	0.00	234,661.00	234,661.00	284,159.00	54.77%
30 - WASTEWATER FUND Totals:		1,011,043.00	0.00	581,693.34	581,693.34	429,349.66	42.47%
Expense Totals:		1,011,043.00	0.00	581,693.34	581,693.34	429,349.66	42.47%
30 - WASTEWATER FUND Totals:		-2,957.00	0.00	221,066.45	221,066.45	-224,023.45	
Report Total:		-131,577.00	0.00	-494,687.25	-494,687.25	363,110.25	

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL FUND	-94,583.00	0.00	-1,138,201.05	-1,138,201.05	1,043,618.05	
20 - WATER FUND	-34,037.00	0.00	422,447.35	422,447.35	-456,484.35	
30 - WASTEWATER FUND	-2,957.00	0.00	221,066.45	221,066.45	-224,023.45	
Report Total:	-131,577.00	0.00	-494,687.25	-494,687.25	363,110.25	

**City of Willow Park
Bank Account Balances**

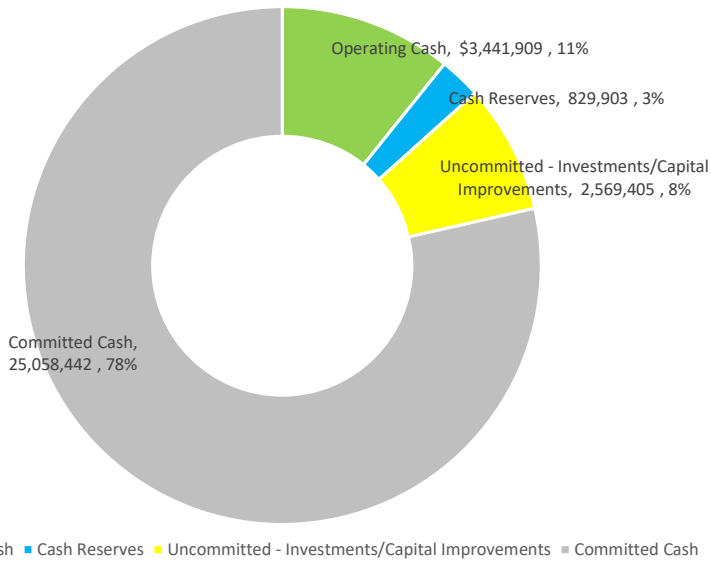
Item 8.

	At 3/31/2022	At 12/31/2021	At 9/30/2021
<u>General Fund</u>			
Operating Cash - General	\$ 1,684,669	\$ 1,150,521	\$ 575,143
General Fund Cash Reserve	237,890	237,788	237,728
TexStar General Fund Investment	515,492	515,437	515,422
Police Holding Fund	565	565	565
General Fund CD - 65686	129,124	129,124	129,124
	2,567,739	2,033,435	1,457,982
<u>Water Fund</u>			
Operating Cash - Water	826,047	1,196,672	334,286
Water Cash Reserve	592,014	591,761	591,612
Water Capital Improvements (Water Line Clearing)	4,734	187,010	423,794
UMB TWDB Escrow (52%)	1,539,371	1,607,733	2,184,803
CID03 Cash (52%)	2,270,861	2,925,170	2,954,810
CLFRF Fund	723,817	723,783	723,783
TexStar Water Investment	1,510,110	1,509,948	1,509,905
Water Deposits - 56788	106,833	106,833	106,833
	7,573,787	8,848,911	8,829,826
<u>Wastewater Fund</u>			
Operating Cash - Wastewater	481,103	783,444	629,350
Wastewater Package Plant	124,645	124,645	124,645
US Bank CO S21	13,491,728	13,491,728	13,491,728
FFB CO S21	69,534	167,083	167,083
Wastewater Capital Improvements	361,675	361,521	361,430
TexStar Wastewater	53,004	52,999	52,997
	14,581,690	14,981,420	14,827,233
<u>Other Funds</u>			
Operating Cash - Solid Waste	263,004	274,108	268,841
Operating Cash - Drainage Fund	187,084	101,182	14,951
Construction Fund - Building	11,939	11,934	14,368
Construction Fund - Roads	5,463,586	516	516
Debt Service (I&S)	581,410	1,229,615	182,192
Water Impact Fees	99,983	-	-
Wastewater Impact Fees	48,532	-	-
Operating Cash - Court Security	44,376	42,269	40,596
Operating Cash - Court Technology	55,634	57,433	55,749
Operating Cash - General (Police Training)	6,937	5,869	6,094
Operating Cash - Police Contributions	544	544	544
Operating Cash - JE Fee	40	35	35
Operating Cash - Truancy Prevention	12,415	10,274	8,601
Police Seizure (Federal)	0	0	0
Police Seizure (State)	4,677	4,675	3,082
Tourism	68,713	68,683	68,666
TIRZ Reimbursement Fund	198,777	101,516	1,008
First Responder	127,789	2,783	2,544
TexStar Parks & Recreation	1,001	1,001	1,001
	7,176,443	1,912,438	668,789
Total Cash	\$ 31,899,660	\$ 27,776,203	\$ 25,783,830

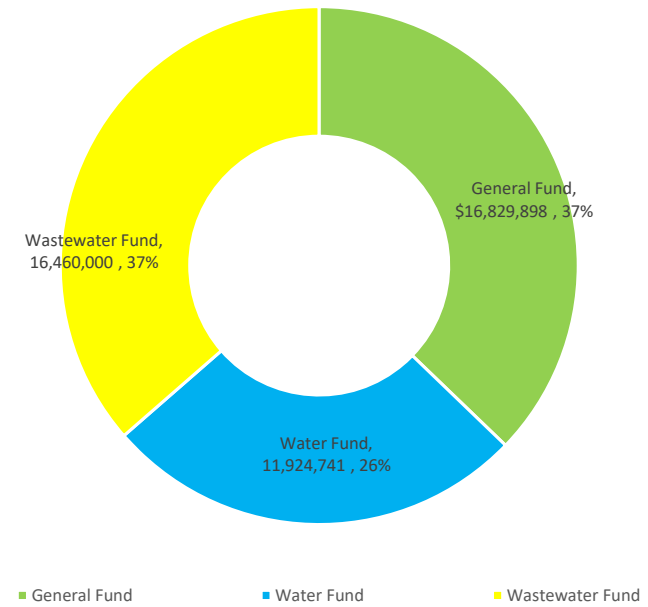


**City of Willow Park
Key Metrics & Trends
As of March 31, 2022**

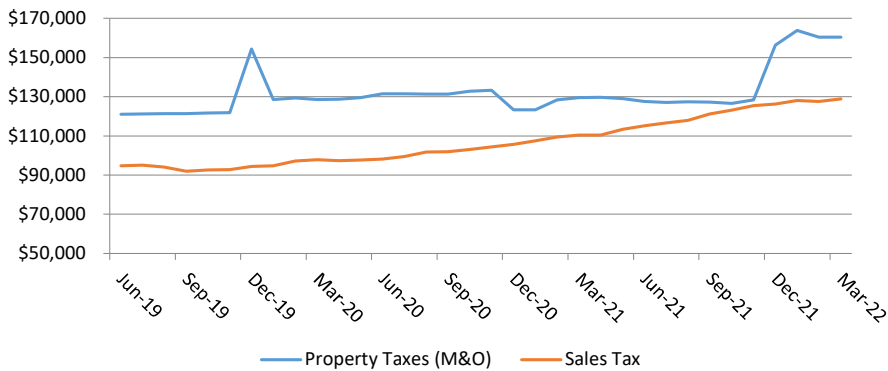
Cash Balances as of March 31, 2022



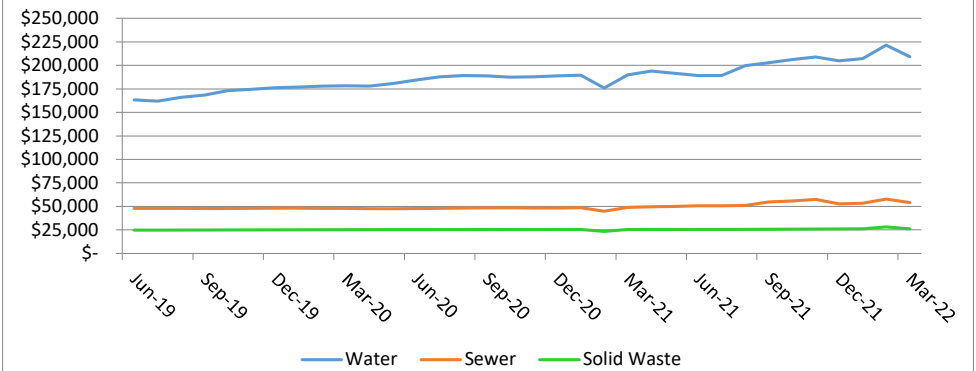
Debt Balance by Fund as of March 31, 2022



General Fund Tax Revenues (12 M Moving Avg)



User Charge Billings (12 M Moving Avg)





CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: May 10, 2022	Department: Police	Presented By: Chief Carrie West
--------------------------------------	------------------------------	---

AGENDA ITEM:

A budget amendment to increase staffing

BACKGROUND:

Before the 21/22 budget, the police department conducted a patrol workload analysis. The analysis is a data-driven approach to ascertain if staffing deficiencies exist. The police department seeks to obtain 50% of an officer’s time available for preventative patrol. The police department is currently at 20%.

- The study revealed 7 positions were needed based on factual data during the time frame evaluated.
- Seeking to add 2 positions during the current fiscal year
- Additional positions will be requested in the next fiscal year

Amounts are based upon lateral entry at the highest officer pay and a Master Peace Officer Certificate level. Total annual with benefits is \$135,212.21; the prorated amount for the remaining (June-September) is \$45,070.74.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Recommend approval of the amendment as submitted.

EXHIBITS:

Patrol Workload Analysis

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ 45,070.74
	Source of Funding	General Fund

2021 PATROL WORKLOAD ANALYSIS

WILLOW PARK POLICE DEPARTMENT



EXECUTIVE SUMMARY

The Police Department requires an addition of 6 patrol officer positions over the next two years to match city growth and meet the agency's strategic goal of reducing crime and the fear of crime. This figure does not include detectives or administrative support functions.

A workload analysis is the most reliable means of determining peace officer requirements for an agency and preferred over the officer to population ratio or "per capita" approach.

The workload analysis measured the Police Department's patrol function at the officer level (line-level); it excluded Administration and investigators. The scope of the workload analysis examined data in a historical context as well as within a framework of the agency's anticipated transition from a traditional policing model of being reactive and random to a targeted and data-driven model supported by a philosophy of community policing.

The workload analysis used the Patrol Allocation Model (PAM) objective of attaining staffing so that 50 percent of a patrol officer's time was considered "unobligated." Achieving a staffing level that affords 50 percent unobligated time is critical in the transition to a data-driven model. A data-driven model is supported by a philosophy of community policing, it requires a more significant and deliberate investment in time than traditional, purely reactive policing.

The analysis examined 12 months' worth of data from January 2020 up to and including December of 2020. The analysis collected and calculated four general categories of officer workload. Actual data was available for citizen-initiated activities (calls for service) and officer-initiated activities (police-initiated enforcement activities) during the analysis period. The analysis used payroll records to calculate the actual availability of officers during the period that was

examined. The analysis allocated 25 percent of the total actual availability for the third category of patrol officer workload, administration activities (such as report writing). The analysis calculated unobligated time, the fourth category, by subtracting citizen-initiated activities, officer-initiated activities and administrative activities from the actual availability during the period examined.

Regardless of the funding of positions, the Police department is experiencing the effects of a nationwide law enforcement "recruiting crisis." There is a national shortage of eligible and willing candidates entering the law enforcement profession. This makes it more difficult for the Police Department to fill vacancies than it has been in previous years.

With the funding of 6 positions, the Police Department will implement a model of policing supported by a philosophy of community policing at an incremental level. The anticipated return is lower crime and the reduction of fear of crime, ensuring the City of Willow Park is a safe place to live, work, and visit.

INTRODUCTION

The Willow Park Police Department strives to reduce crime and the fear of crime, provide high-quality professional service and prepare for future population growth and emerging crime trends.

Each goal includes an objective supported by four to six strategies. A workload analysis was conducted as one of several strategies towards the objective of matching agency growth with population growth by 2023 to achieve these goals.

In addition, the Commission on Accreditation of Law Enforcement Agencies (CALEA) recognizes a workload analysis as a “best practice” and requirement for accreditation (CALEA Standard Titles, n.d.).

More importantly, a comprehensive analysis allows the Police Department to articulate need or lack thereof and ultimately allocate the right amount of patrol officers at the right time and in the right areas to combat emerging crime trends and meet community expectations.

METHODS OF DETERMINING AGENCY PEACE OFFICER REQUIREMENTS

TRADITIONAL METHODS

There are four recognized methods of answering the question, “How many police officers do we need?” Of these methods, the workload analysis provides the most accurate answer.

OFFICER TO POPULATION RATIO (PER CAPITA APPROACH)

The Federal Bureau of Investigation publishes data on the number of peace officers per 1,000 citizens in U.S. cities, counties, states and regions. This data is often used for comparison and to draw conclusions about how many peace officers a particular community should or should not have (Wilson & Weiss, 2012). The national average of peace officers to 1,000 citizens, which is typically around 2.5, is occasionally purported as an objective or even a “national standard.”

Matarese and Wieczorke, in an article for the International City/County Management Association (ICMA) state, “There are no such standards. Nor are there ‘recommended numbers of officer per thousand.’” The authors also reference confirmations of this myth by the International Association of Chiefs of Police (IACP) and Joseph Brann, former director of the Dept. of Justice’s Community Oriented Policing Service Office (Wieczorek & Matarese).

The per capita approach as a method for determining police staffing has distinct disadvantages. These include failing to account for population characteristics such as density and size, particular crime problems, agency structure and philosophy, geographical area and the overall context of the community (Wilson & Weiss, 2012). Finally, and most importantly, a per capita approach fails to identify when and where an agency should deploy peace officer positions, only that a deficiency does or does not exist.

MINIMUM STAFFING

Smaller agencies or agencies that operate on collective bargaining agreements may use the minimum staffing approach. This method consists of police leadership estimating, based upon their personal training and experience, along with perceived community expectations, the minimum number of peace officers that should be on duty at any given time. The minimum staffing approach does not take into account any data or may only consider raw data anecdotally and is subject to potentially high over or under estimation (Wilson & Weiss, 2012).

AUTHORIZED LEVEL

Some agencies may defer to an authorized level approach. This approach “uses budget allocations to specify the number of officers” (Wilson & Weiss, 2012). In effect, it answers the question “How many police officers do we need?” with “As many as we can afford” (Shane, 2009). The authorized level therefore reflects a maximum amount of personnel funded, often, independent of actual workload. In addition, particularly for large agencies, it may create the perception an agency is always understaffed since the maximum number of positions that can be afforded will likely never be filled due to routine turnover and retirements (Shane, 2009).

WORKLOAD ANALYSIS

A workload analysis is a data-driven approach that can both identify current staffing deficiencies (if any) and project future needs based on the current citizen-initiated call for service demands. This method is preferred and provides the best estimations based on quantitative analysis.

There is no universally accepted method for conducting a workload-based approach. This is possibly due to the incorporation of environmental specific factors inherent in the citizen-initiated call for service demands. In effect, the methodology will reflect the specifics of an agency and community (Wilson & Weiss, 2012).

One disadvantage to conducting a workload analysis is that it cannot account for work ethic, time management or efficiency (or lack thereof) inherent in agency procedures or in individual peace officers, however, it would seem the larger the population of data collected, the more individual peace officer outliers would be minimized (Wilson & Weiss, 2012).

Despite this disadvantage, “allocation models based on actual workload and performance objectives are preferable to other methods that might not account for environmental and agency-specific variables” (Wilson & Weiss, 2012).

THE RESPONSE TIME MYTH

Decades ago, police agencies evaluated efficiency, and to some degree staffing, a great deal on response time—that is, the amount of time it took for a police officer to arrive on the scene of a crime or incident. The 1970s brought about the belief that crime was a symptom of much deeper socioeconomic problems such as poverty. Since, apparently, police had no significant control over such socioeconomic problems, a focus and emphasis on quick police response intensified—the idea that the faster an officer arrived on scene, the higher the chance he or she could make an arrest or solve the crime. Police agencies therefore began to focus on making sure there were enough officers to reduce response times to as little as possible—a historical “throwing bodies at problems.” The concept that a quicker response time leads to a better chance of arrest, a better chance of solving a crime or is indicative of “good” policing has been seriously questioned in recent years, since only a very small portion of citizen-initiated calls for service involve a crime “in progress.” (Measuring the Performance of Law Enforcement Agencies, 2003; Lum & Koper, 2017; Matarese, 2017).

SCOPE OF WORKLOAD ANALYSIS

The unique structure of Texas law enforcement agencies, in addition to the structure in Parker County where some agencies operate on different Computer Aided Dispatch (CAD) systems and many different Records Management Systems (RMS) makes it very difficult, if not impossible to synthesize the citizen-initiated call for service demand for all law enforcement agencies in any given single geographic area (among other factors).

This patrol workload analysis examined activities solely for the Willow Park Police Department.

The analysis examined historical data in the framework of an anticipated transition from the traditional model of policing (which is reactive, random and frequently based on the “gut feeling” of police administrators) towards a strategy supported by a philosophy of community policing.

Time and flexibility are critical to community policing. While an officer may be able to complete an average citizen-initiated call for service in a relatively short amount of time, say 15 to 25 minutes, and during that time both resolve the immediate issue and provide high-quality service to a citizen, interventions and community policing require a more significant and deliberate investment in time. This investment may range from a 15-minute directed patrol of a problem area (not including travel) scheduled at a time that is data-driven to counter a specific threat, to several hundred hours expended in a problem-oriented policing project with the community. These investments in time, effort and proper execution have shown, through research, to correlate to positive outcomes including crime and fear reductions (Lum & Koper, 2017).

Thus, meaningful interventions and community policing is contingent on time and flexibility created through staffing. In other words, if only one officer is available, the citizen-initiated call for service becomes the priority where and when it occurs; the time which remains is randomly occurring and typically impractical for all but the most superficial community interventions and community policing which are not likely to yield positive outcomes.

In the same situation, with three officers available, one officer handles the citizen-initiated call for service, one remains unobligated and available and one devotes time towards meaningful interventions and community policing without the potential for being pulled away to answer a citizen-initiated call for service. This time and flexibility enables proper execution with the meaningful results of reduced crime and fear of crime.

METHODOLOGY

This patrol workload analysis was based on a methodology recommended by Jeremy M. Wilson and Alexander Weiss in *A Performance-Based Approach to Police Staffing and Allocation*, funded and published under a grant from the Office of Community Oriented Policing Services, U.S. Department of Justice. In particular, Weiss possesses significant experience in conducting workload analysis for law enforcement agencies throughout the United States (Alexander Weiss Consulting, n.d.).

Wilson and Weiss recommend examining on-duty activities of peace officers within the framework of four categories: citizen-initiated activities (calls for service), officer-initiated activities (police-initiated enforcement activities), administration activities (such as report writing) and unobligated time during which an officer may engage in activities such as interventions and community policing (Wilson & Weiss, 2012).

Wilson and Weiss recommend a six-step method for conducting a workload-based analysis:

1. Examine the distribution of calls for service by hour of day, day of week and month
2. Examine the nature of the calls for service
3. Estimate time consumed on calls for service
4. Calculate an agency shift-relief factor
5. Establish performance objectives
6. Provide staffing estimates

This method was modified in accordance with Wilson and Weiss's contention that "there is no universally-accepted method for conducting a workload-based assessment" and tailoring the method will allow for consideration of environmental and agency-specific variables along with the integration of the analyst's experience (Wilson & Weiss, 2012). The modified method included seven steps:

1. *Conduct an initial analysis and establish a performance objective*
2. Examine the distribution of calls for service by month
3. Examine the nature of the calls for service
4. *Calculate* the time consumed on calls for service
5. *Analyze and interpret the data*
6. *Re-evaluate* performance objectives
7. *Providing staffing projections*

The International Association of Chiefs of Police (IACP) developed an alternative performance objective model

(Wilson & Weiss, 2012). This model was rejected because, being more than three decades old, it allowed for only three categories of on-duty peace officer activity vice four. In addition, a review of recently completed law enforcement workload analysis for other agencies across the United States determined the PAM was more widely used.

INITIAL ANALYSIS AND PERFORMANCE OBJECTIVE

After careful consideration of the demand for citizen-initiated calls for service, the potential for city growth and the need for a strategic transformation of the agency, This department proposed 50 percent of a patrol officer's on-duty time be unobligated and available for community policing activities.

Based upon the initial patrol workload analysis and the performance objective, the department calculated a need of 6 additional patrol officer positions.

DISTRIBUTION OF CITIZEN-INITIATED WORKLOAD

Wilson and Weiss recommend an agency analyze no less than one-year of patrol workload data.

The Willow Park Police Department extracted data from the CAD and RMS system for the period of January 1, 2020 up to and including December 31, 2020. This constitutes 26 two-week pay periods, 12 months, 365 days and 8,760 hours. This data set is comprised equally of 52 of each day of the week (i.e., 52 Mondays, 52 Tuesdays, 52 Wednesdays, etc.).

The data was limited to Police Department patrol functions. The data excluded other Parker County law enforcement partners such as other municipal police officers, County deputies, and deputy constables and any corresponding citizen-initiated or officer-initiated activity they responded to or completed.

The data accounted for the total amount of time a Police department officer spent on a citizen-initiated call for service or an officer-initiated activity (such as a traffic stop). If a Police Department officer operated jointly with a Sheriff's Office law enforcement officer, the data was limited to solely the time expended by the Police Department officer.

Next, the Wilson and Weiss method calls for *estimating* time consumed on activities.

Wilson and Weiss based their method upon the premise that *most* agencies only have data for call for service volume (for instance, *n* number of calls per year). It also assumes most agencies do not readily have access to the number of officers who spent time on a call (the agency is not able to determine whether there was one officer or five on a call without a record-by-record examination). In other words, at a glance, most agencies can only tell an activity happened, but not how many officers spent time on the activity and not how long each officer spent on the activity. Due to these limitations, most agencies must *estimate* time consumed on activities.

The Police Department, however, is able to calculate the *actual time* consumed on *each* call for *all* officers who

responded. In other words, the Police Department can determine how many activities occurred, how many officers responded and how much time each of those officers spent on the activity.

The extraction captured two of the four Wilson and Weiss recommended on-duty categories: citizen-initiated calls for service and officer-initiated activity.

Each entry calculated the total amount of hours and minutes expended on each activity by noting the time the CAD showed the officer was "Dispatched" to the activity (thus including the amount of time expended traveling to the activity) or "On-scene" if the activity was officer-initiated. The data then noted the time the officer "Cleared" the activity by either inputting the clearance into their in-vehicle computer or notifying the dispatcher they had ceased all immediate activities related to the call.

The data was delineated by such elements as the nature of the activity and whether or not the activity was initiated by a citizen or initiated by the officer (for example, a traffic stop).

Data analyzed was only for patrol officers. It did not include other functions such as administration or detectives.

NATURE OF CITIZEN-INITIATED WORKLOAD

The Police Department extracted and sanitized the data in a manner that permits examination of the nature of citizen-initiated calls for service.

It is important to note, in the context of this analysis, the nature of the citizen-initiated workload is not indicative *solely* of the frequency of occurrence.

Some citizen-initiated calls for service may require more than one officer due to circumstances such as the number of investigative tasks that must be accomplished or for officer safety. For example, a request for information from a citizen who telephones the Department and requests to speak to a patrol officer about a concern or question will typically only require a single officer to make a phone call and expend only a few minutes of time. *Twelve* requests for information multiplied by five minutes of time each equals one hour of demand. In the same manner, the investigation of a *single* burglary may require between 20 minutes to an hour and may be completed by more than one officer. One burglary scene that requires two officers to process (at the same time) for a total of 30 minutes each *also* equals one hour of demand. Though each nature of citizen-initiated demand is equal to one hour, the data reflects a *combination* of frequency of occurrence as well as circumstances such as the complexity or officer risk involved.

Conclusions about the frequency of crime, safety or quality of life are inappropriate based upon this data.

TIME CONSUMED

Recall that Wilson and Weiss recommend examining on-duty activities of peace officers within the framework of four categories: citizen-initiated activities (calls for service), officer-initiated activities (police-initiated enforcement activities), administration activities (such as report writing) and unobligated time during which an officer may engage in activities such as interventions and community policing.

Computer Aided Dispatch (CAD) does not account for unobligated time (i.e., the amount of time an officer is eating a meal, taking a restroom break, running radar on the side of the road, etc.).

CAD accounts for administrative time in a limited manner. Some activities can be tracked through the CAD system, though consistency is problematic and a true reflection of administrative time is difficult to calculate since CAD entries are not either practical or feasible for many routine administrative activities such as checking e-mails, attending meetings, reading correspondence, making business-related telephone calls to co-workers, etc.

This analysis assumed a 25 percent allowance (one quarter of the total time available) dedicated to administrative duties.

Next, the Wilson and Weiss method calls for calculating the agency shift relief factor. The shift relief factor is the difference between the maximum amount of time a patrol officer could possibly work or be available (without taking vacation, sick time, training, etc.) and the time he or she actually is available. The Wilson and Weiss agency shift relief factor was incorporated in determining the actual availability and does not need to be calculated separately for this analysis.

Actual availability was calculated using available yearly time (sick time, funeral leave, vacation, national guard/reserve call-ups, etc.) whenever possible. Texas Commission on Law Enforcement (TCOLE) requires every peace officer complete a minimum of 40 hours of training every two years. The amount of training hours for each officer was estimated by using 20 hours per officer (50% of the 24-month requirement being as the analysis covered a period of 12 months). It is possible this is a conservative estimate as TCOLE peace officer certifications require more than 40 hours to achieve.

Ultimately, the amount of time for each of the on-duty activities (and thus time consumed) was calculated in the following manner:

Patrol Officer Positions x On-duty Hours Possible in Analysis Period
= Availability Hours

Availability Hours - (Authorized Absences + Training + Vacation, etc. Hours)
= Actual Availability Hours

Actual Availability Hours x 25% (Allowance for Administrative Activity)
= Administrative Activity Hours

Actual Availability Hours - (Citizen-initiated Activity + Officer-initiated Activity + Administrative Activity)
= Unobligated Hours

DATA ANALYSIS AND INTERPRETATION

Raw data by itself cannot answer social science questions. The data must be examined and interpreted for contextual meaning. For instance, most police agencies in the United States experience a decrease in citizen-initiated calls for service between 12 a.m. and 6 a.m. At face value, this would indicate peace officers have increased time (in some cases significant increased time) to perform community policing. The reality, of course, is that most of the community is asleep between 12 a.m. and 6 a.m. and unwilling to voluntarily engage law enforcement—thus, while the data *shows* time to spare, in reality that time is of limited value for activities other than enforcement activities for that small portion of the population that is awake.

PERFORMANCE OBJECTIVE RE-EVALUATION

Proper performance objectives, in the case of this analysis, percentage of unobligated time, cannot be established in a vacuum. They must be set and adjusted in the context of community expectations, sentiment and factors such as the capacity to expand and grow.

STAFFING PROJECTIONS

Staffing projections were calculated in the following manner:

Where n = the desired performance objective expressed in a decimal (for instance, 50% is .5)

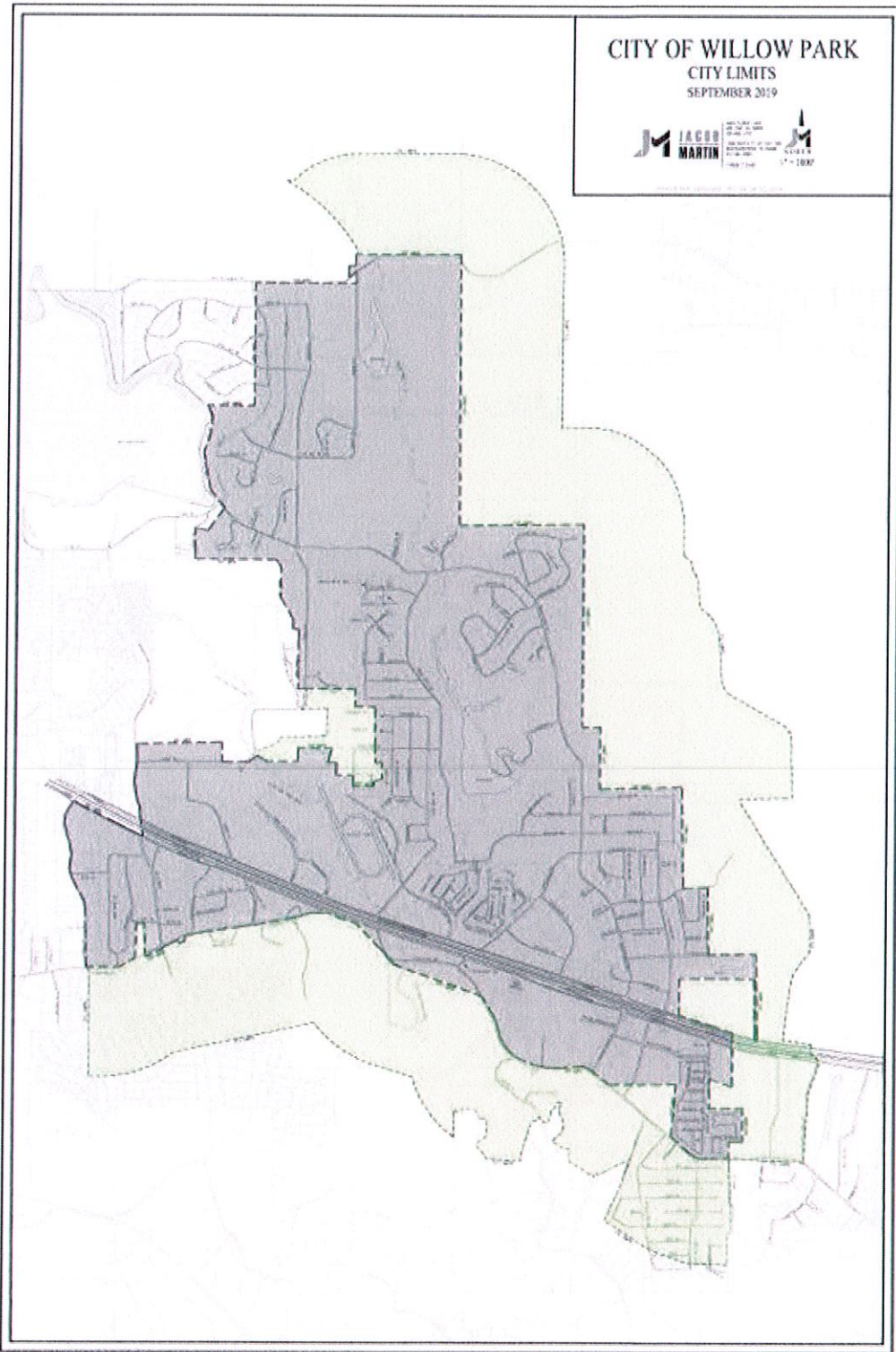
$1.00 - n - .25$ (Allowance for Administrative Activity) = Percentage of Time Officers Obligated

Total Hours Officers Currently Obligated ÷ Percentage of Time Officers Obligated =
Total Projected Hours of Officer Availability Required

Total Projected Hours of Officer Availability Required ÷ Average Actual Availability per Officer
= Number of Officer Positions Required

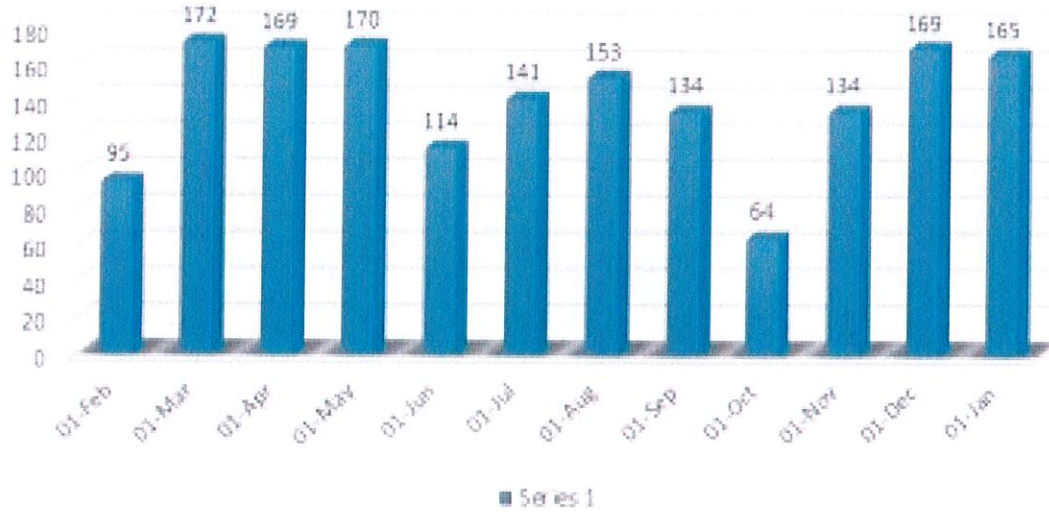
PATROL AREAS

ADMINISTRATIVE BOUNDARIES



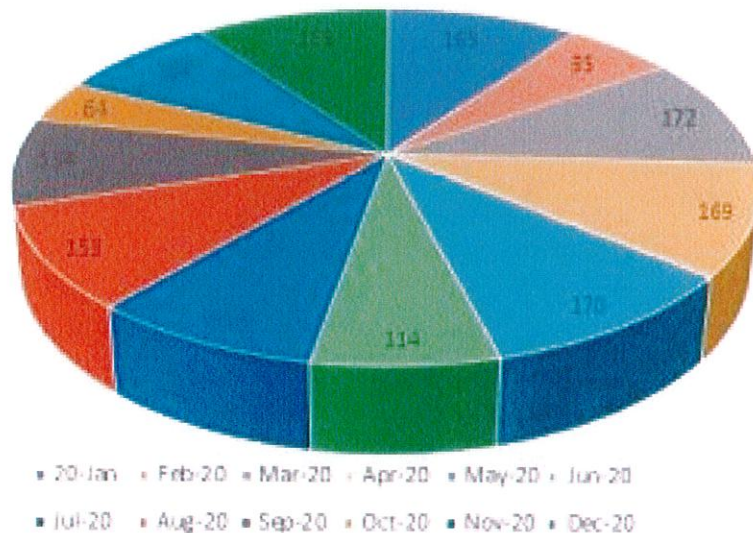
DISTRIBUTION OF CITIZEN-INITIATED WORKLOAD

Citizen - initiated call for service demand (hours expended)



***Due to Parker County SO dispatch being infected by a computer virus, records for October are limited and the total number reflected in this report and graph only show a portion of the month.

Citizen - initiated call for service demand (hours expended)



NATURE OF CITIZEN-INITIATED WORKLOAD

During the 12 months analyzed, BOLO calls and Accidents, which constitute a variety of situations in which a person may be in need of emergency assistance (for example, a 911 hang-up or a person observed lying by the side of the road), comprised the largest consumption of officer time in the citizen-initiated category. Responses to suspicious persons either in-progress or after-the-fact was next, followed by welfare concerns and civil matter calls.

WPPD Top Citizen-initiated Call for Service demand categories	Total Hours
BOLO calls, Accidents, 911 hang-ups, etc.	861
Investigative CFS (suspicious persons, suspicious vehicles, etc.)	796
Public Safety CFS (civil standby, escorts, welfare concerns etc.)	195
Theft calls	130
Assaultive calls, family violence, etc.	120
Alarm response	100
Animal calls	50

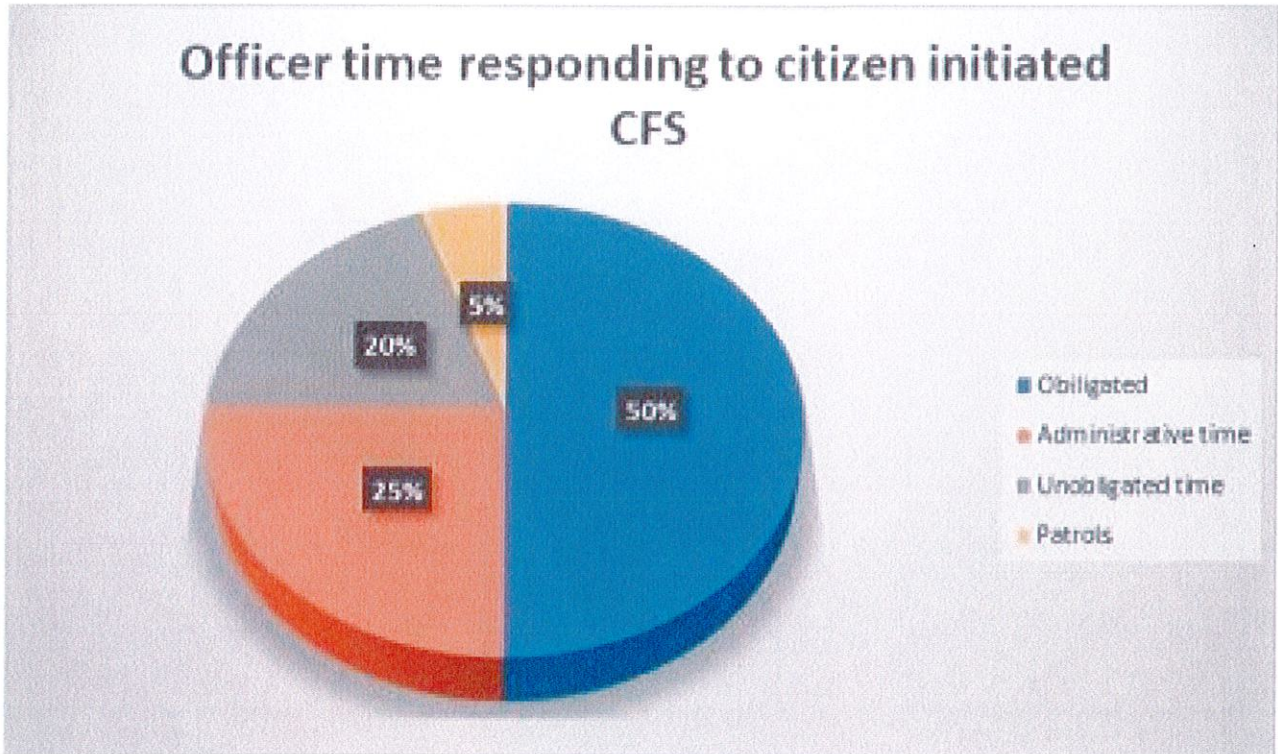
It is important to note the above information is not indicative solely of *frequency* of occurrence. Some calls for service typically require more than one officer due to either the number of investigative tasks which must be accomplished or for officer safety. To illustrate: the time demanded for *two* separate citizen-initiated calls for service that each require a officer for 30 minutes a piece would total one hour of time consumed; *one* citizen-initiated call for service that required a single officer for 60 minutes would also total one hour consumed. Hence, the data provided reflects a *combination* of frequency of occurrence as well as circumstances such as the complexity or officer risk involved. Conclusions about the frequency of crime, safety or quality of life are inappropriate based upon this data.

TIME CONSUMED

The Willow Park Police Department currently allocates 8 patrol officer positions to cover the entire city. There was an average of 1 positions vacant during any given month within the analysis period.

Officers are deployed with a day shift (5 a.m. to 5 p.m.) and a night shift (5 p.m. to 5 a.m.).

There was an average high of 2 officers on duty in the City.



The analysis showed officers spent 50 percent of their time responding to citizen-initiated calls for service or conducting pro-active law enforcement activities such as traffic stops and criminal investigations. The analysis allocated 25 percent of the total available time for administrative duties such as writing reports, coordinating with supervisors and completing paperwork. Twenty-five percent of officers' time remained, of which approximately five percent was spent conducting documented area patrols. The remaining 20 percent was considered unobligated, during which officers conduct restroom breaks, eat meals (at least one during a 12-hour shift), engage in community policing or perform other functions (such as running radar in a school zone).

ANALYSIS AND INTERPRETATION

It is critical to note the majority of the 20 percent of unobligated time occurs between the hours of midnight and 6 a.m. This is problematic for two main reasons. During the remaining 18 hours of the day, when community policing is practical, citizen-initiated calls for service routinely exceed or near-exceed the capacity for officers to respond—hence meaningful community policing activities that require unobligated time during this portion of the duty day are extremely limited. In addition, crime obviously occurs 24 hours a day. The ability to prevent crime is limited when unobligated time, during which officers can execute community interventions, primarily exists for only a portion of those 24 hours.

There is little flexibility to adjust the start and stop times of shifts to attempt greater efficiency and not exceed capacity to respond to citizen-initiated calls for service at one or more times in any given 24-hour period. In other words, taking existing personnel or positions from one shift to give to another would constitute “robbing Peter to pay Paul.” In addition, with 8 positions, in general, the Police Department is just barely meeting citizen-initiated calls for service demand during the daytime hours. Efficiency, therefore, tends to be a “moving target” and gains by a change in either a shift start and stop time or the number of officers assigned to a particular shift could easily and quickly be negated with the loss of even one officer.

PERFORMANCE OBJECTIVE RE-EVALUATION AND STAFFING PROJECTIONS

Using the initial performance objective of 50 percent unobligated time (to conduct community policing and community interventions), the Police Department should staff the city with 16 patrol officer positions (not including detective or administrative support).

CONCLUSION

Conclusions are drawn to address patrol workload in the context of both the ability to meet citizen-initiated call for service demand and the anticipated transition from the traditional model of policing (which is reactive, random and frequently based on the “gut feeling” of police administrators) towards a strategy of a model supported by a philosophy of community policing.

CHALLENGES

The single biggest limiting factor towards implementing the strategies of a model supported by a philosophy of community policing is personnel staffing. This challenge is readily apparent in the city of Willow Park.

The natural reaction to this challenge is by funding additional positions, implementing a “hiring surge” to combat rising vacancies.

It is critical to understand these “easy fixes” are not so easy.

The most significant challenge to resolving staffing-related issues revolves around a lack of qualified candidates both in Parker County and nationwide. Law enforcement has experienced what some might term a “recruiting crisis” for the past several years as most areas see drops in those who are both interested and eligible for positions. These problems seem to pre-date highly publicized controversial use of force incidents in places like Ferguson, Missouri and New York City (Curtis, 2017; Sisak, 2015; Smith, 2016). Currently, agencies compete among each other to hire the best applicants, and, at the worst settle for applicants who might not have “made the cut” in years prior.

Some authors have offered explanations for hiring difficulties which range from an improved economy, to the occupational hazards of policing, to the image of policing in the media as reasons for an increase in vacancies (Police Departments Struggle to Recruit Enough Officers, 2017). Others indicate difficulties lie in turnover rates. Turnover (when a qualified candidate leaves one agency to work at another, retires or makes a career change), while not seemingly as dire, plays a situational role in the staffing equation.

Turnover nationwide has seen an uptick in recent years as “baby boomers” retire in both law enforcement and other industries along with other factors (Wilson, Dalton, Scheer, & Grammich, 2010). Studies between 2001 and 2008 show historical turnover in law enforcement agencies to have varied annually from about five to 21 percent (Wilson, Dalton, Scheer, & Grammich, 2010).

In plain language, forecasting showed an area of the city could be “healthy” one day, and not the next due to one or two unanticipated resignations. This could lead to frequent position and personnel changes in order to keep up; a staffing shortage “wack-a-mole” of sorts (a reference to the carnival game where a player uses a foam mallet to knock down targets as quickly as he or she can as they pop up randomly and in rapid succession). In essence, an equitable distribution of officers based on workload could easily end up being a “moving target.”

THE “WAY AHEAD”

The Police Department requires 6 new positions be funded over the next two years in order to meet the needs and expectations of the community and to transition from the traditional model of policing (reactive and random) towards a model supported by a philosophy of community policing.

Despite slower hiring, implementation of positions for future growth is critical. The Police Department does not intend to “wait until we have enough people to move forward.” Staffing issues will persist in any industry and any organization that waits until everything is in perfect order before moving forward waits forever.

Finally, in consideration of this patrol workload analysis, the Police Department will continue with the implementation of a community based program, though in consideration of staffing challenges faced in some areas. Initially, an intensive, high-accountability community based program instituted in the city risks failure without enough personnel to implement real and meaningful solutions.

Ultimately, the Police Department requires 6 additional patrol officer positions be funded over the next six years. This is only the first step in the effort to match agency growth with city growth. This growth is not simply proportional to a simplistic factor such as population, but growth in the manner of how the Police Department will deliver services. In other words, not just maintaining a capacity to respond to citizen-initiated calls for service, but to provide meaningful policing model supported by a philosophy of community policing in order to reduce crime and the fear of crime.

BIBLIOGRAPHY

Alexander Weiss Consulting. (n.d.). Retrieved December 6, 2017, from Projects: <http://www.alexanderweissconsulting.com/>

CALEA Standard Titles. (n.d.). Retrieved December 6, 2017, from Commission on Accreditation for Law Enforcement Agencies, Inc.: <http://www.calea.org/content/standards-titles-1>

Curtis, S. (2017, October 12). 4 Reasons Why Police Departments are Struggling to Fill Their Ranks. Retrieved December 13, 2017, from <https://www.policeone.com/recruitment-retention-crisis/articles/430499006-4-reasons-why-police-departments-are-struggling-to-fill-their-ranks/>

Lum, C., & Koper, C. S. (2017). Evidence-Based Policing: Translating Research into Practice. Oxford, United Kingdom: Oxford University Press.

Matarese, L. (2017, October 2). 5 Myths about Police Metrics. Retrieved December 15, 2017, from <https://icma.org/articles/5-myths-about-police-metrics>

Measuring the Performance of Law Enforcement Agencies. (2003, September). CALEA Update, 83. Retrieved August 21, 2017, from <http://www.calea.org/calea-update-magazine/issue-83/measuring-performance-law-enforcement-agencies-part-1-of-2-oart-article>

Police Departments Struggle to Recruit Enough Officers. (2017, January 5). The Economist. Los Angeles, California. Retrieved December 14 2017, from <https://www.economist.com/news/united-states/21713898-stronger-economy-partly-blame-police-departments-struggle-recruit-enough>

Shane, J. M. (2009). What Every Chief Executive Should Know: Using Data to Measure Police Performance. Saline, Michigan: Loose Leaf Law.

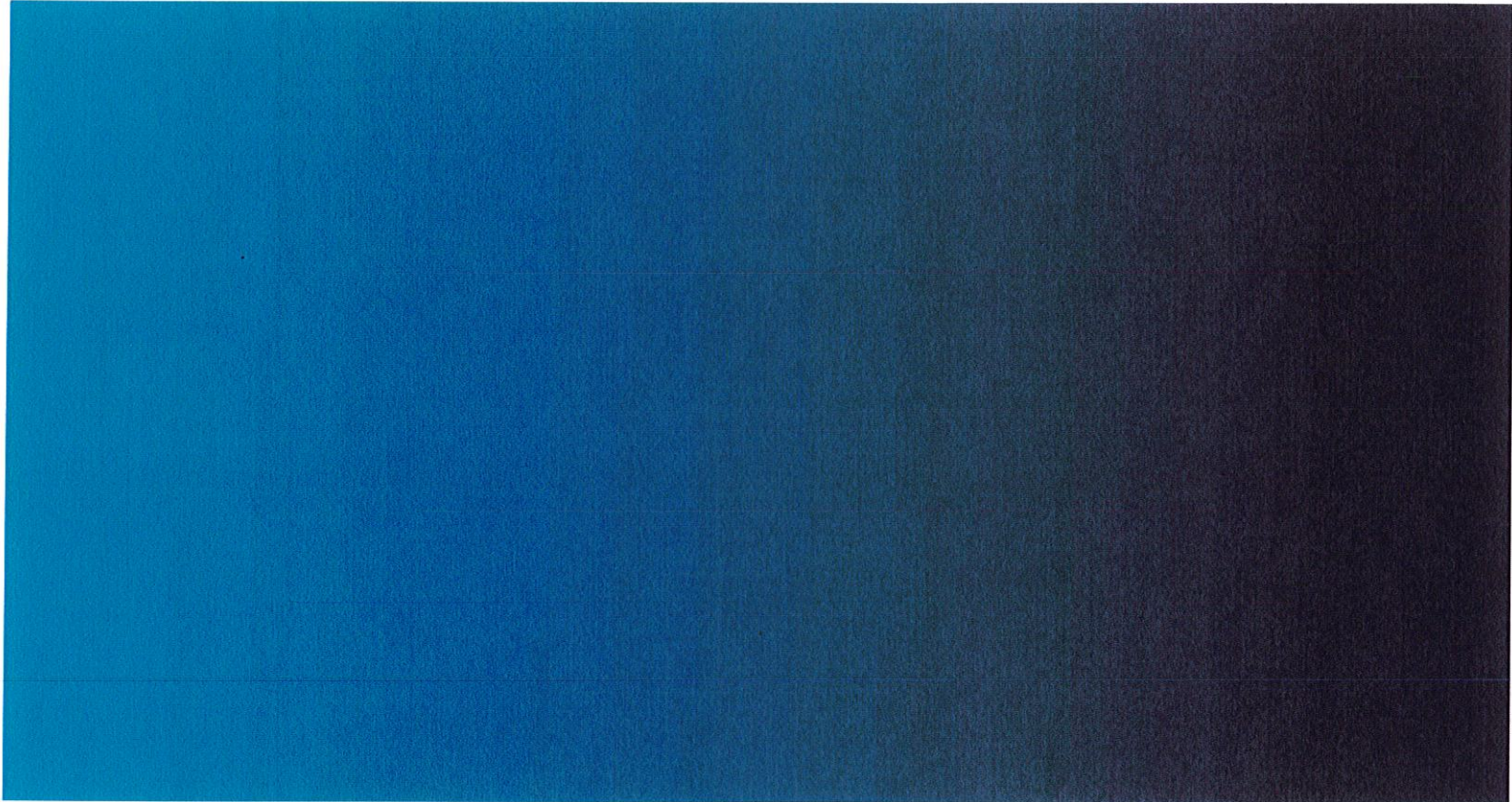
Sisak, M. R. (2015, June 24). New Era in Police Recruitment: Courting Hearts and Minds. Retrieved December 13, 2017, from <https://www.policeone.com/police-trainers/articles/8576891-New-era-in-police-recruitment-Courting-hearts-and-minds/>

Smith, S. (2016, June). A Crisis Facing Law Enforcement: Recruiting in the 21st Century. The Police Chief, 83. Retrieved December 13, 2017, from <http://www.policechiefmagazine.org/a-crisis-facing-law-enforcement-recruiting-in-the-21st-century/>

Wieczorek, T., & Matarese, L. (n.d.). Myths vs. Reality: Officers Per Thousand IS NOT a Standard! Retrieved December 6, 2017, from International City/County Management Association: <https://icma.org/myths-vs-reality>

Wilson, J. M., & Weiss, A. (2012). A Performance-Based Approach to Police Staffing and Allocation. Michigan State University. Office of Community Oriented Policing Services, U.S. Dept. of Justice.

Wilson, J. M., Dalton, E., Scheer, C., & Grammich, C. A. (2010). Police Recruitment and Retention for the New Millennium: The State of Knowledge. Santa Monica, California: The RAND Corporation.





CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: May 10, 2022	Department: Admin	Presented By: City Manager
--------------------------------------	-----------------------------	--------------------------------------

AGENDA ITEM: Discussion/Action: for the City Council to discuss the City's noise ordinance regulating noise related offenses contained in Article 8.03 of the Code of Ordinances, including the amendment of same.

BACKGROUND:

Council has received numerous complaints about noise levels at the Parker County Ice House. At the April meeting, Council asked that the noise ordinance be placed on the agenda to evaluate and discuss potential changes to the ordinance to mitigate the noise issues.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

CITY OF WILLOW PARK

ORDINANCE NO. 566-07

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF CHAPTER 7 "OFFENSES AND NUISANCES", ARTICLE 7.400 "NOISE RELATED OFFENSES" OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF WILLOW PARK; PROVIDING FOR THE PUBLICATION OF THE CAPTION AND AN EFFECTIVE DATE.

WHEREAS, the City of Willow Park, Texas ("City") is a municipal corporation organized under the laws of the State of Texas; and

~~disturbs persons or ordinary sensibilities in the vicinity. Among such acts are:~~

WHEREAS, it is the intent of the City Council to protect the public health, safety and welfare and well being of its citizens; and

WHEREAS, municipalities may, under their police powers, enact reasonable regulations to promote the health, safety and welfare of citizens; and

WHEREAS, TEXAS LOCAL GOVERNMENT CODE §51.001(1) provides that the governing body of a municipality may adopt, publish, amend, or repeal an ordinance, rule or police regulation that is for the good government, peace, or order of the municipality; and

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

SECTION 1. AUTHORIZATION

The Mayor, or Mayor's designee, is hereby authorized and directed to implement the applicable provisions of this Ordinance.

SECTION 2. AMENDMENT

Chapter 7, "Offenses and Nuisances", Article 7.400, "NOISE RELATED OFFENSES" is amended as follows:

~~The following acts, among others, are declared to be nuisances in violation of this article, but such enumeration shall not be deemed to be exclusive. For the purposes of this article, a nuisance is defined as creating or knowingly allowing a condition which the actor knows or should reasonably believe to be a type which annoys or~~

~~(a) Musical Instruments. The playing of any radio, phonograph or other musical instrument in such manner or with such volume, particularly during the hours between 10:00 p.m. and 7:00 a.m., as to annoy or disturb the quiet, comfort, or repose of persons of ordinary sensibilities in any commercial establishment or private residence.~~

~~(b) Loudspeakers and amplifiers. The use of any loudspeaker or amplifier such intensity that annoys and/or disturbs persons of ordinary sensibilities in the immediate vicinity thereof; the use of any loudspeaker or amplifier operated on any weekday or Saturday between the hours of 10:00 p.m. and 7:00 a.m., or at any time on Sunday; provided, however, that it shall be a defense to prosecution under this subsection for operating said loudspeaker and amplifier at such hours on weekdays or on Sunday that the same were operated at a public event on property owned by the city and advance permission for such operation was obtained from the city administrator.~~

~~(c) Animals and Birds. The keeping of any animal or bird which, by causing frequent or long continued noise shall disturb the comfort and repose of any person of ordinance sensibilities in the immediate vicinity.~~

- (d) ~~Horns or other signal devices on vehicles. The continued or frequent sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle except as a danger or warning signal; the creation by means of any such signal device of any unreasonably loud or harsh noise for any unnecessary and unreasonable period of time.~~
- (e) ~~Operation of vehicles. The running of any automobile, motorcycle or vehicle so out of repair, so loaded or in such manner as to create loud or unnecessary grating, grinding, jarring or rattling noise or vibrations.~~
- (f) ~~Steam whistles. The blowing of any steam whistle attached to any stationary boiler except to give notice of the time to begin or stop work, or as a warning of danger.~~
- (g) ~~Exhaust without mufflers. The discharge into the open air of the exhaust of any seam engine, stationary internal combustion engine, motor vehicle or boat engine except through a muffler or other device which will effectively prevent loud or explosive noises therefrom.~~
- (h) ~~Devices operated by compressed air. The use of any mechanical device operated by compressed air, unless the noise to be created is effectively muffled and reduced.~~
- (i) ~~Commercial construction work. The erection, including excavation, demolition, alteration or repair work in any building other than between the hours of 7:00 a.m. and 6:00 p.m. Monday through Saturday, except in case of urgent necessity in the interest of public safety and convenience, and then only by permit from the city council, which permit may be renewed by the city council during the time the emergency exists.~~
- (j) ~~Near schools and hospitals. The creation of any excessive noise on any street adjacent to any school or institution of learning while the same is~~
- ~~in session or adjacent to any hospital which unreasonably interferes with the workings of such institutions, provided conspicuous signs are displayed in such manner indicating that the same is a school or hospital street.~~
- (k) ~~Loading and unloading vehicles, etc. The creation of any loud and excessive noise in connection with the loading or unloading of any vehicle or other opening and destruction of bales, boxes, crates, and containers.~~
- (l) ~~Peddlers, hawkers, etc. The raucous shouting and crying of peddlers, hawkers and vendors, which disturbs the peace and quiet of the neighborhood.~~
- (m) ~~Use of drums, etc., to attract attention. The use of any drum, loudspeaker or other instrument or device for the purpose of attracting attention, by the creation of excessive or obnoxious noise, to any performance show or sale of merchandise.~~
- (n) ~~Railroads. The blowing or sounding of any steam whistle, horn signal device on any engine, locomotive car or vehicle adapted to the rails of a railroad in the city, except as a warning or danger signal to persons or animals approaching, crossing or using the tracks of the railroads, shall constitute a violation of this article. (Ordinance 312-91 adopted 12-17-91)~~
- (a) PURPOSE. The purpose of this article is to make it unlawful for any person or entity to make, cause to be made, or allow any unreasonably loud and disturbing noise during an event or gathering of such a character, intensity or duration as to be detrimental or offensive to the ordinary and reasonable sensibilities of the citizens of the city, or which materially interferes with the enjoyment of life, health or property or interferes with the public peace.
- (b) COMPLIANCE BY CONTRACTORS. It is the policy of the city that all contractors and subcontractors of a

permittee be required to comply with the provisions and intent of this Ordinance. The person issued a permit for noise exception is deemed to be in violation of this Ordinance if the permittee allows any agent, employee or contractor to violate the terms of the Ordinance.

(c) DEFINITIONS.

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

dB(A) means the intensity of a sound expressed in decibels.

Device means any mechanism which is intended to produce, or which actually produces, noise when operated or handled.

Noise disturbance means any sound which disturbs, or which causes or tends to cause an adverse psychological or physiological effect upon, the sensibilities of a reasonably prudent, adult person; any unreasonably loud or disturbing noise which is offensive to the sensibilities of a reasonably prudent, adult person; and any unreasonably loud or disturbing noise which materially interferes with the enjoyment of life health or property or interferes with public peace.

Noise disturbance per se means not requiring evidence or proof to establish the existence of a noise disturbance other than measuring the level of the sound.

Nonresidential district means any district not classified by the city's zoning ordinance as containing residential homes, apartments or condominiums.

Person means any individual, firm, association, partnership, corporation or any other entity, public or private.

Property boundary or property line means an imaginary line exterior to any enclosed structure, at the ground surface and its vertical extension, which separates the real property owned by one person from that owned by another person.

Quiet zone means property on which a school, hospital, clinic, library or other designated noise disturbance sensitive facility is located.

Residential district means any district classified by the city's zoning ordinance as containing residential homes, apartments or condominiums.

(2) All terminology used in this article and not specifically defined above, shall retain its meaning in conformance with applicable publications of the American National Standards Institute (ANSI) or its successor body and/or the latest volume of Webster's Collegiate Dictionary.

(d) SPECIFIC NOISE DISTURBANCE PROHIBITED.

(1) No person shall allow, make or cause to be made a noise disturbance or noise disturbance per se, as defined herein.

(2) The following are activities that create a noise disturbance per se, unless a permit of exception was first obtained as provided in subsection (f):

(A) Sound emitting devices or amplified sound.

1. The using, operating or permitting to be played, used or operated of any sound production or reproduction device, radio, receiving set, musical instrument, drums, phonograph, loudspeakers and sound amplifiers or other machine or device for the producing or reproducing of sound within or adjacent to a residential district, quiet zone, or within 300 feet of any residence or quiet zone. Furthermore any such activity shall be a noise disturbance per se if the sound level exceeds 70db(A) at the property boundary of the location where sound is generated between the hours of 9:00 p.m. and 8:00 a.m.

2. The using, operating or permitting to be played, used or operated any sound production or reproduction device, radio, receiving set, musical instrument, drums, phonograph, loudspeakers and sound amplifiers or other machine or device for the producing or reproducing of sound within a nonresidential area in such a manner as to cause a noise disturbance.

(B) *Vibration.* Using or causing the use of any device that creates any ground vibration which is plainly perceptible without instruments at any point on or beyond the property boundary of the source.

(e) MAXIMUM PERMISSIBLE SOUND LEVELS

(1) In addition to the violations established by the preceding sections of this Ordinance, no person shall conduct, permit, or allow any activity or sound source to produce a sound discernible beyond the property boundary on which the sound is being generated, that when measured as provided in Section 6(b) below, exceeds 85 dB(A) between the hours of 8:00 a.m. to 9:00 p.m. and 70 dB(A) between the hours of 9:00 p.m. to 8:00 a.m. for the respective areas described above.

Any sound that exceeds the dB(A) levels set forth in this section under the conditions and measurement criteria set forth in subsection (e)(3), below, is a violation of this Ordinance. Evidence that an activity or sound source produces a sound that exceeds the dB(A) levels specified in this section shall be prima facie evidence of a noise violation per se that unreasonably disturbs, or interferes with public peace in violation of this Ordinance.

(2) Regardless of the measurable dB(A) level established above and measured as provided in subsection (e)(3), below, the generator of any sound of such a nature as to cause persons occupying or using any property other than the

property upon which the sound is being generated to experience physically detectable sound, vibrations or resonance at a distance of more than 1,000 feet from the property line of the property upon which the sound or vibration is generated (measured as set out below) for a continuous period of more than 60 seconds, shall also be prima facie evidence of a sound that is unreasonably disturbing, that materially interferes with the enjoyment of life, health or property or interferes with public peace in violation of this Ordinance.

(3) Whenever portions of this Ordinance prohibit sound over a certain decibel limit, measurement shall be made with a Type 1 or Type 2 calibrated sound level meter utilizing the A-weighting scale and the slow meter response as specified by the American Standards Association. Measurements recorded shall be taken so as to provide a proper representation of the sound being measured. The microphone of the meter shall be positioned so as not to create any unnatural enhancement or diminution of the measured sound. A windscreen for the microphone may be used. Traffic, aircraft, and other transportation noise shall not be considered in taking measurements except where such background noise interferes with the noise being measured and cannot reasonably be distinguished from the primary noise. Measurements of sound generated shall be taken at the property line upon which the sound or vibration is generated, or at other appropriate distances, and taken toward the source of the sound. In the event that the measurement cannot be made at the property line, then measurements shall be taken from the nearest public street to the property where the sound is generated.

(f) PERMITS FOR EXCEPTION.

(1) The City Administrator, or designee, is authorized to grant permits for:

(A) Events, concerts or sound occurrences that are anticipated to exceed the sound levels herein:

1) If the event or occurrence happens infrequently, not exceeding six times a year in the City;

2) The sound levels permitted are not medically or physically harmful to anyone exposed to the sound;

3) Reasonable measures are taken by the permittee to mitigate impact on the geographic areas where there will be noise db(A) exceedance; and,

4) A specific procedure is adopted and implemented by the permittee to respond to noise complaints or sound levels that exceed permit levels

(B) Relief of any provision in this Ordinance on the basis of undue hardship in cases where:

1) The sound source will be of short duration and the activity cannot be conducted in a manner as to comply with this Ordinance; and

2) No reasonable alternative is available to the applicant.

(2) The application for a permit shall be submitted to the City Administrator, or designee, and contain the following information:

(A) The date of the application and the date and hours for which the permit is requested.

(B) The name and address of the applicant.

(C) The name, address and mobile telephone number of the person who will have charge of the sound amplifying equipment and who will

be responsible for sound complaints while the sound event is occurring.

(E) The address and a description of the location where the sound equipment will be used.

(F) A description of the type of sound amplifying equipment to be used.

(G) A statement of the maximum noise level and/or the exception requested.

(H) All approved permits shall specify: the date, hours and location the permit is valid; the maximum sound level permitted; a description of the equipment that may be used under the permit; and any other details necessary.

(3) An automatic variance will be granted without the payment of permit fees for the purpose of conducting parades or other events organized by a political subdivision provided that any noise disturbance created by such activity will be abated when such request is made by the City Administrator, or designee.

(4) The City Administrator, or designee, may prescribe any reasonable conditions or requirements deemed necessary to minimize adverse effects of the sound event and may immediately suspend any permit issued for violating any provisions or terms prescribed in the permit of variance.

(5) A fee of \$75.00 shall be charged to each applicant for processing permit applications.

(g). APPEALS.

(1) Any applicant who has been denied a permit of variance or any permittee whose permit has been suspended, shall have the right to a hearing before the City Council.

(2) Requests for a hearing shall be made in writing and filed with the City Administrator within ten (10) days of

the date of the denial or the date of the notice of the suspension. The City Administrator may review the appeal at a staff level. If the City Administrator upholds the denial or suspension of a permit, the applicant may request a hearing before the City Council within thirty (30) days of the City Administrators finding.

(3) The City Council shall have the authority to review all pertinent files and information regarding the applicant/permittee which are in the custody of the city. Additionally, the City Council shall have the authority to accept written and verbal testimony from the City Administrator, any appropriate city staff, the applicant/permittee and any interested citizens. The City Council shall also have the authority to place time restrictions on the testimony to be given at the hearing.

(4) The City Council shall have the authority to determine whether the City Administrator, acted properly and within the powers granted under this Ordinance in the denial or suspension of a permit. A majority vote of a quorum of the City Council shall determine whether to uphold or reject the City Administrator's action. Upholding the action of the City Administrator, shall affirm the denial or suspension. Rejection of the City Administrator's or his/her designee's action shall automatically grant a permit or reinstate a suspended permit. The decision of the City Council shall be final.

(5) No person whose permit has been denied or suspended, shall create or allow the creation of the noise disturbance in dispute prior to final determination by the City Council.

(h) PENALTY. Any person, firm, corporation or entity violating this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding Five Hundred Dollars (\$500.00). Each continuing day's violation under this Ordinance shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude Willow Park from filing suit to enjoin the violation. Willow Park retains all legal rights and remedies available to it pursuant to local, state and federal law.

(i) INJUNCTIVE RELIEF. In addition to and accumulative of all other penalties, the city shall have the right to seek injunctive relief for any and all violations of this Ordinance.

SECTION 3. RECITALS

The City Council hereby finds and declares all precatory language herein to be true and correct and approves and adopts the same herein as part of this Ordinance.

SECTION 4. SEVERABILITY

If for any reason any section, paragraph, subdivision, clause, phrase or provision of this Ordinance shall be held invalid, it shall not affect any valid provisions of this or any other Ordinance of the City of Willow Park to which these rules and regulations relate.

SECTION 6. EFFECTIVE DATE

This Ordinance shall take effect from and after its publication in a newspaper of general circulation.

PASSED AND ADOPTED this 18th day of December, 2007.

/s/ Linn Wetwiska
Mayor

ATTEST:

/s/ Candice Lott
City Secretary/Clerk

APPROVED AS TO FORM:

/s/ _____
City Attorney

The Willow Park City Council in acting on Ordinance No. 566-07 did on the 18th day of December, 2007, vote as follows:

	<u>FOR</u>	<u>AGAINST</u>
Linn Wetwiska, Mayor	_____	_____
Barry K. Tatum, Place 1	_____	_____
J. Teresa Welch, Place 2	_____	_____
Hale Alderman, Place 3	_____	_____
Kenneth Hawkins, Place 4	_____	_____
Marvin Glasgow, Place 5	_____	_____



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: May 10, 2022	Department: Admin	Presented By: City Manager
--------------------------------------	-----------------------------	--------------------------------------

AGENDA ITEM:

Discussion / Action: City Hall Committee Report

BACKGROUND:

In 2021, Council procured Jacob and Martin to perform a Needs Analysis for a potential City Hall project. Tal Fullingham, Project Architect for Jacob and Martin has worked with the Committee to develop a conceptual plan and design to meet the current needs and future needs of City Hall.

Suggested Motion: I move to accept the Needs Analysis and Final Report from the City Hall Committee as presented by Jacob and Martin.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: May 10, 2022	Department: Admin	Presented By: City Manager
--------------------------------------	-----------------------------	--------------------------------------

AGENDA ITEM: Discussion/Action: Budget Calendar for FY 2022 - 2023

BACKGROUND:

Attached is a proposed budget calendar for upcoming fiscal year. It is roughly the same process as last year, with dates updated accordingly.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

CITY OF WILLOW PARK BUDGET CALENDAR

FISCAL YEAR 2022 – 2023

JULY 9: FILE PROPOSED BUDGET WITH CITY SECRETARY

The proposed budget must contain a special cover page if the budget will raise more total property taxes than the previous year. The City Secretary must post the proposed budget on the City's website. The city secretary must post the proposed budget on the city's website. Additionally, the proposed budget must include a line item comparing expenditures in the proposed budget and actual expenditures in the preceding year for: (1) notices required to be published in the newspaper; and (2) directly or indirectly influencing or attempting to influence the outcome of legislation or administrative action, as those terms are defined in Gov't Code Section 305.002 (See Tex. Loc. Gov't Code Section 140.0045).

JULY 12: BUDGET WORKSHOP (ALL DEPARTMENTS) (This is optional)

JULY 25: CAD DEADLINE TO PROVIDED CERTIFIED APPRAISAL TAX ROLL

JULY 26: DISCUSSION OF TAX RATE; COUNCIL HOLDS A RECORD VOTE ON APPROVING PROPOSED TAX RATE; SET DATE TO CONDUCT PUBLIC HEARING ON BUDGET AND TAX RATE FOR AUGUST 9

JULY 29: PUBLISH NOTICE OF BUDGET PUBLIC HEARING IN COMMUNITY NEWS FOR PUBLIC HEARING ON AUGUST 9; PUBLISH NOTICE OF PUBLIC HEARING ON TAX RATE IN THE COMMUNITY NEWS

The notice of budget public hearing may not be published earlier than the 30th day before the public hearing and not later than the 10th day before the budget hearing. The budget hearing notice must contain specific information about property tax increases per Tex. Loc. Gov't Code Section 102.0065(d).

Post notice of that the tax rate that will exceed the no-new-revenue rate continuously on the City's website and publish in newspaper. The notice must be posted continuously on the City's website for at least 7 days immediately before the public hearing on the proposed tax rate increase and the vote on the proposed tax rate. (Tax Code Section 26.065). The notice must contain the content required in Tax Code Sections 26.06(b-1), (b-2), and (b-3). The notice of tax rate hearing if the proposed tax rate will exceed the no-new-revenue rate, must be published at least 5 days before the public hearing on the tax rate.

AUGUST 9: COUNCIL WILL CONDUCT PUBLIC HEARING ON BUDGET; FOLLOWING THE PUBLIC HEARING THE CITY COUNCIL VOTES TO ADOPT BUDGET; COUNCIL WILL CONDUCT PUBLIC HEARING ON TAX RATE; FOLLOWING THE PUBLIC HEARING, COUNCIL VOTES TO ADOPT TAX RATE

The City Council must take a separate ratification vote to adopt any budget that will raise total property tax revenue. The budget must contain a special cover page in accordance with the requirements of LGC Section 102.007(d). The adopted budget, including the cover page, must be posted on the City's website, along with an appendix that sets out the tax rate calculation forms used by the designated officer or employee to calculate the City's no new revenue tax rate and the voter approval tax rate.



PARKER COUNTY APPRAISAL DISTRICT

Preliminary Taxable Value Estimate

April 23, 2022

NAME Mr. Brian Grimes
 ENTITY City of Willow Park
 ADDRESS 516 Ranch House Rd
 CITY Willow Park, Texas 76087

Dear Mr. Grimes,

The following information represents preliminary taxable value. The information is based on data available at this time.

Please keep in mind that these values will change after the Appraisal Review Board hears all taxpayer appeals.

TAX YEAR: 2022

ENTITY: CITY OF WILLOW PARK

CURRENT YEAR PRELIMINARY TAXABLE VALUE	\$	762,445,616
PREVIOUS YEAR CERTIFIED TAXABLE VALUE	\$	741,818,198
PRELIMINARY TAXABLE VALUE INCREASE FROM PREVIOUS YEAR	\$	20,628,418
PRELIMINARY FROZEN TAXABLE VALUE (INCLUDED IN CURRENT YEAR TAXABLE VALUE)	\$	140,141,214
PRELIMINARY FROZEN TAX LEVY	\$	428,812
VALUE OF NEW CONSTRUCTION (INCLUDED IN CURRENT YEAR TAXABLE VALUE)	\$	18,389,170

Sincerely,

Rick Armstrong

Chief Appraiser

Parker County Appraisal District



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: Public Works	Presented By: Michelle Guelker
--------------------------------------	------------------------------------	--

AGENDA ITEM

Update of 2022 Water and Wastewater numbers

PRESENTATION HIGHLIGHTS:

PRODUCED WATER BY MONTH*

MONTH	2022 PRODUCED WATER	2021 PRODUCED WATER	2022 BILLED CONNECTIONS	2021 BILLED CONNECTIONS
January	18,420,832	17,831,000	2161	2082
February	18,735,917	17,610,932	2169	2081
March	16,562,385	19,674,984	2159	2087
April	22,360,741	22,997,059	2182	2099
May	-	19,733,277		2096
June	-	20,081,448		2115
July	-	32,672,771		2120
August	-	42,152,953		2134
September	-	32,750,055		2141
October	-	24,022,473		2150
November	-	22,196,182		2137
December	-	19,508,938		2149
TOTAL	76,079,875	291,232,072		

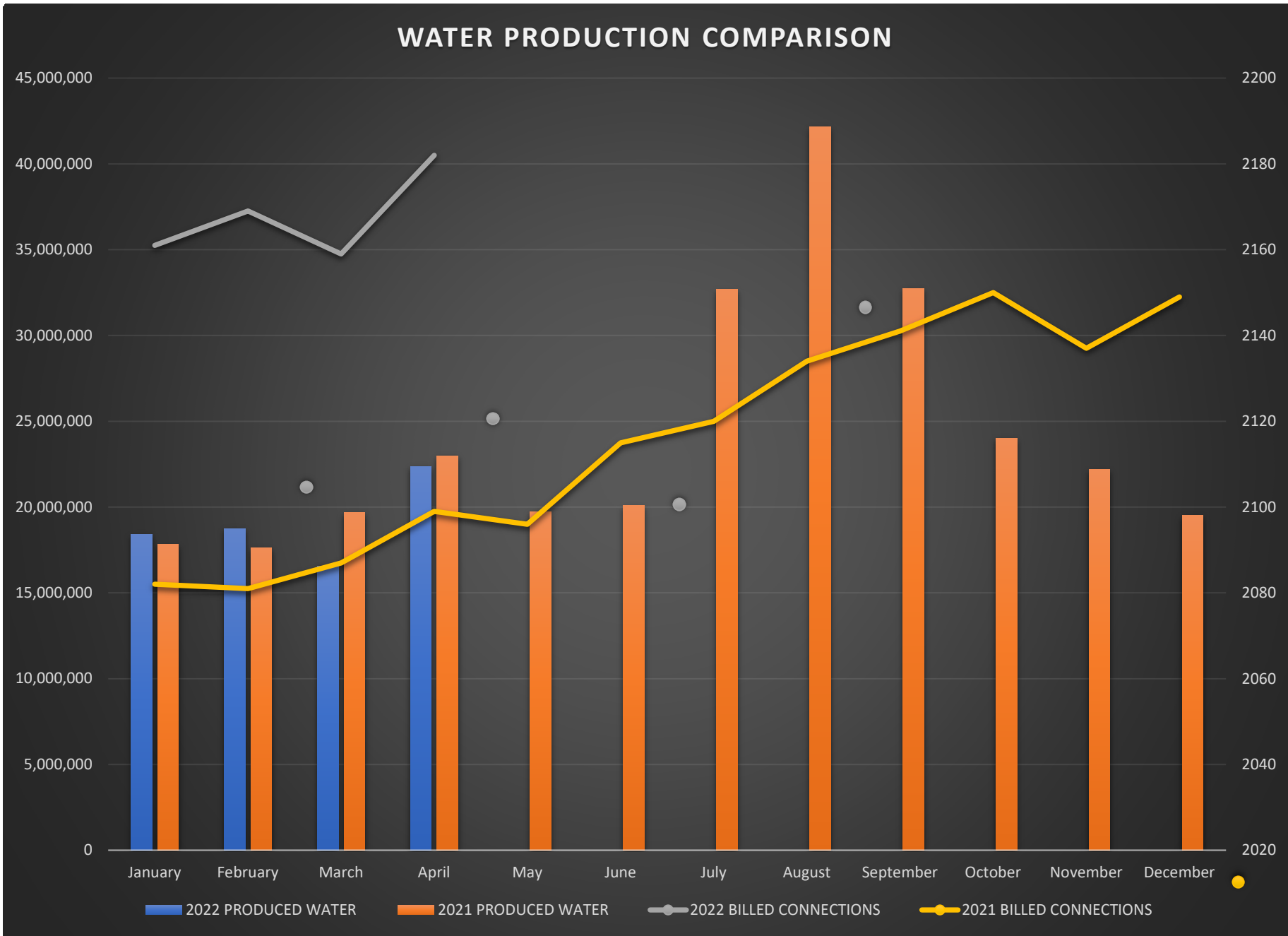
*- To make easier for reporting purposes, the month runs from the 15th of the previous month to the 15th of the month listed. Example January 2021 is production from December 16, 2020 to January 15, 2021.

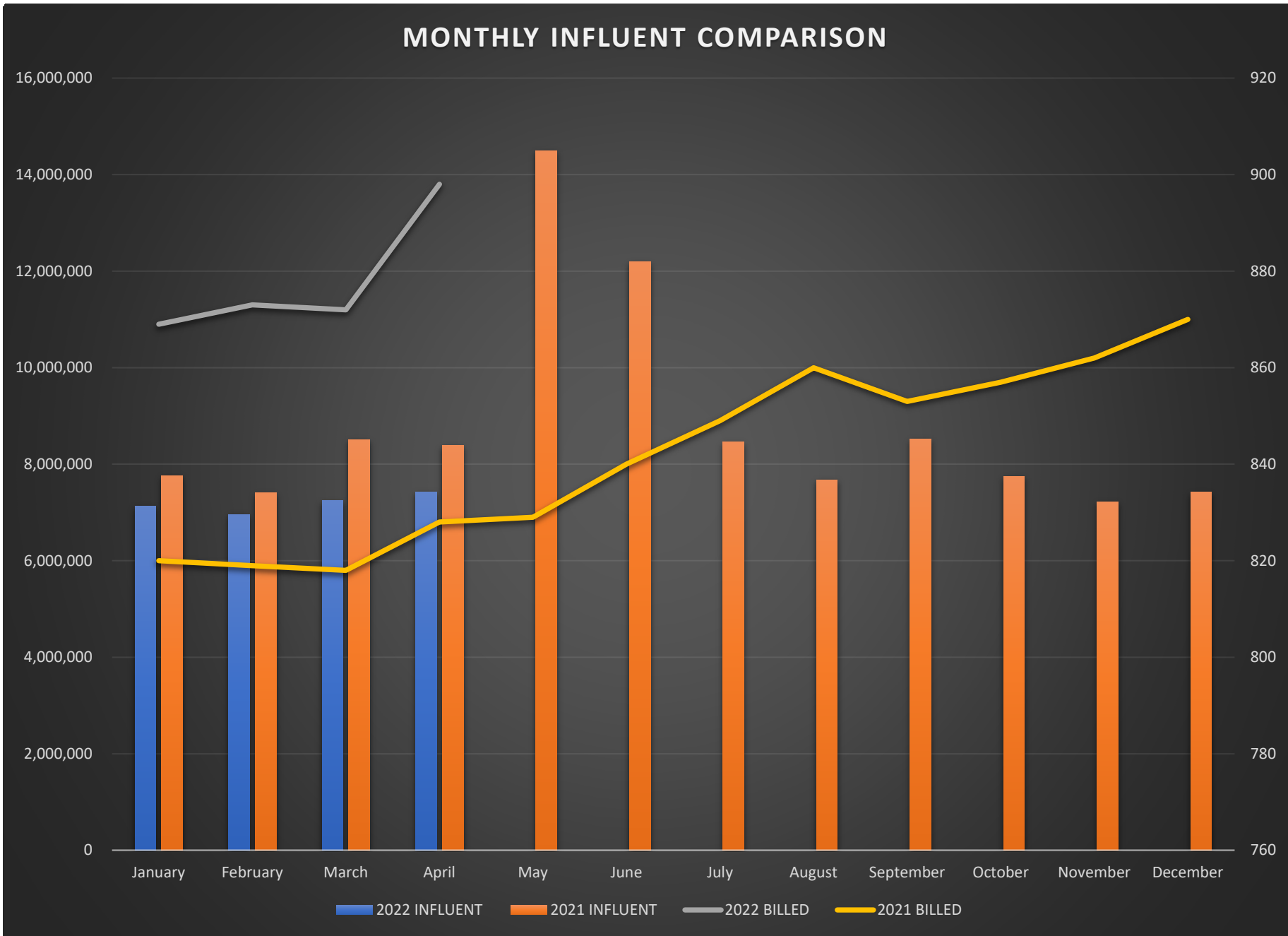
- For the same 4-month period in 2021, total produced water was 78,113,975 gallons.
- Started receiving water from Fort Worth on April 27. Currently, there is approximately 450,000 gallons per day or 320 gallons per minute being received. Since we have started receiving Fort Worth water, all the towers have maintained a consistent level and there have been no low-level alarms received.

WASTEWATER INTAKE BY MONTH

MONTH	2022 INFLUENT	2021 INFLUENT	2022 BILLED CONNECTIONS	2021 BILLED CONNECTIONS
January	7,135,184	7,765,353	869	820
February	6,960,083	7,411,200	873	819
March	7,243,460	8,509,841	872	818
April	7,426,920	8,384,669	898	828
May		14,499,752		829
June		12,195,981		840
July		8,459,768		849
August		7,677,467		860
September		8,523,196		853
October		7,749,780		857
November		7,219,759		862
December		7,422,503		870
TOTAL	28,765,647	105,819,269		

- For the same 4-month period in 2021, total influent received at the Wastewater Treatment Plant was 32,071,063 gallons.







CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: May 10, 2022	Department: City Secretary	Presented By: Crystal Dozier
--------------------------------------	--------------------------------------	--

AGENDA ITEM

City Secretary Report – Records Management

BACKGROUND:

At the March 8th City Council meeting the City Council authorized the City Manager to approve a contract with RCI, Inc. for records management. A RCI representative came out to assess files and estimated about 800 boxes. The RCI team came out the last week of April and the team spent five full days working on all of city’s files. They inventoried 570 boxes including maps/plans. They will be coming back to finish what they are estimating 160 boxes to be inventoried to complete this part of the process.

Our next step is to have RCI complete the destruction of 272 boxes that have met retention and issue a certificate of destruction. In the meantime we will be working on putting a records management program together moving forward.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: May 10, 2022	Department: Admin	Presented By: City Manager
--------------------------------------	-----------------------------	--------------------------------------

AGENDA ITEM: Staff Report; Derek Turner

BACKGROUND:

Derek Turner will provide a schedule update on various Capital Improvement Projects and will answer questions from Council.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$

**CITY OF WILLOW PARK
ACTIVE PROJECTS LIST**

Item 17.

Project	Phase	Completion
Wastewater Treatment Plant	Design	June 24, 2022
Golf Course Effluent Line	Design	May 30, 2022
Bankhead South Sewer Extension	Construction	February 1, 2023
Bankhead South Water Extension	Design	July 22, 2022
Capital Improvement Plan	Planning	May 31, 2022
Impact Fee Study	Planning	June 30, 2022
Drainage Project	Design	July 15, 2022
Street Project	Design	February 25, 2022



CITY COUNCIL AGENDA ITEM DEPARTMENT REPORT

Council Date: May 10, 2022	Department: Planning & Development	Presented By: Toni Fisher Betty Chew Bill Funderburk
--------------------------------------	--	--

AGENDA ITEM: PLANNING & DEVELOPMENT DEPARTMENT REPORT

Permits Issued since January 2022:

- **Commercial: 72**
- **Residential: 4**

Current Commercial Construction Projects:

- 1. Ambulatory Surgery Center @ 120 Jimma Dr.**
 - Under construction
- 2. Willow Park Medical Office Building @ 110 Mary Lou Dr.**
 - Under construction
- 3. G.I. Alliance (Endoscopic Center) @ 130 Jimma Dr.**
 - Under construction
- 4. Glamper Camper RV Storage @ 4450 E. I-20**
 - Under construction
- 5. The District @ 460 Shops Blvd. (Core & Shell only)**
 - Under construction
- 6. Canvas at Willow Park @ Meadow Place & Kings Gate (110 residential units)**
 - Under construction
- 7. Trinity Christian Academy Athletic Complex @ 7700 E. Bankhead Hwy**
 - Final stages of construction
- 8. Extra Space Storage @ 4600 E. I-20**
 - Final stages of construction
- 9. Forney Fence & Platinum Collision @ 4910 E. I-20**
 - Final stages of construction
- 10. The Village at Willow Park @ 402 - 538 Willow Crossing E. (58 residential units)**
 - Under construction
- 11. The Preserves**
 - Minor punch-out pending
- 12. MK Office Building @ 151 JD Towles (3,332 sq. ft. office building)**

- Under construction

13. Willow Park Baptist Church @ 777 Crown Pointe Blvd.

- Under construction

EXHIBITS: Commercial Project Map



- 1. Ambulatory Surgery Center
- 2. Medical Office Building
- 3. G.I. Alliance Endoscopic Center
- 4. Glamper Camper RV Storage
- 5. The District (Core & Shell)
- 6. Canvas @ Willow Park (residential units)
- 7. Trinity Christian Academy Athletic Complex
- 8. Extra Space Storage (climate controlled)
- 9. Forney Fence & Platinum Collision
- 10. The Village at Willow Park (residential units)
- 11. The Preserves
- 12. MK Office Building
- 13. Willow Park Baptist Church

