**AGENDA**
**WATAUGA CITY COUNCIL**
**REGULAR MEETING**
**MONDAY, JULY 10, 2023**
**CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD**
**6:30 PM**

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Regular City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

**CALL TO ORDER** (Council Members, City Staff, Members of the Public - when speaking during the meeting please speak directly into the microphones on the dais or podium)

**ROLL CALL**

**INVOCATION**

**PLEDGE OF ALLEGIANCE** United States and Texas Flags

**ANNOUNCEMENTS**

**PRESENTATIONS**

1. Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of July

2. Proclamation to be presented for Park and Recreation Month
**Arthur Miner, Mayor**

**PUBLIC COMMENT** If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). 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 future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the-City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action. Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Council and no formal Council action will be taken.

**PUBLIC TESTIMONY FOR ACTION ITEMS** Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn’t include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker’s allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen’s testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

**REPORTS**

**CONSENT AGENDA** All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider action to accept the Watauga Crime Control and Prevention District Proposed Budget for the Fiscal Year 2023-2024
   **Sandra Gibson, Director of Finance**

2. Consider action on approval of the Monthly Financial Report for the period ending May 31, 2023
   **Sandra Gibson, Director of Finance**

3. Consider action on setting a Public Hearing Date for the Crime Control and Prevention District FY2023-2024 Proposed Budget to allow for citizen input at 6:30 p.m. on August 14, 2023 and setting the budget adoption date for August 28, 2023
   **Sandra Gibson, Director of Finance**

4. Consider action to approve an ordinance to adopt the changes to the Fiscal Year 2022-23 Classification Plan for the Fire Department
   **Juliet Rodriguez, Human Resources and Civil Service Director**

5. Consider action for approval of replacement playground equipment purchase and installation for Capp Smith, Hillview,and Indian Springs Parks with Playground Solutions of Texas in an amount not to exceed $181,522.
   **Timothy Hamilton, Parks and Recreation Director**

6. Consider action on approval of an expenditure not to exceed $25,000 for the continuation of the K-9 Program including K9 replacement, training and other equipment needed.
   **Robert Parker, Police Chief**

**PUBLIC HEARINGS / ACTION**

**ACTION ITEMS**

1. Consider action on approval of a 5% CPI rate increase requested by Frontier Waste Solutions with an effective date of August 1, 2023
   **Sandra Gibson, Director of Finance**
   **Deby Woodard, Assistant Director of Finance**

2. Consideration and approval of a resolution by the City Council of the City of Watauga, Texas, authorizing and approving publication of Notice of Intention to issue Certificates of Obligation; complying with the requirements contained in securities and exchange commission rule 15c2-12; and providing an effective date
   **Sandra Gibson, Director of Finance**

**EXECUTIVE SESSION** The City Council will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

1. Pursuant to Section 551.074 (Personnel) and Section 551.071 (Legal Consultation) of the Texas Government Code, to receive legal advice from the city attorney and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.
   **Arthur Miner, Mayor**

**RECONVENE** The City Council will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

**ITEMS OF EXECUTIVE SESSION DELIBERATION**

1. Consideration and possible action regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.

**Arthur Miner, Mayor**

## ITEMS FOR FUTURE AGENDAS

## ADJOURNMENT

**Meeting Notices and Reservation of Rights**

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

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

## NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on July 7, 2023, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

Linda Proskey, City Secretary

CITY OF WATAUGA, TEXAS

# AGENDA MEMORANDUM

**DATE:** June 21, 2023

**TO:** Honorable City Council Members

**FROM:**

**THROUGH:**

**SUBJECT:** Presentation of Service Awards for the City of Watauga Employees celebrating a Milestone Anniversary during the month of July

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Employee Service Awards - July 2023

**REVIEWED BY:**

| | |
|---|---|
| Juliet Rodriguez, Human Resources and Civil Service Director | Approved - 6/22/2023 |
| Joshua Jones, City Manager | Approved - 6/23/2023 |
| Linda Proskey, City Secretary | Final Approval - 6/23/2023 |

*Approved as to form for inclusion on Agenda*

# Employee Service Awards

## July 2023

# Stephen Osborn

## Firefighter/Paramedic

15 Years of Service

Thank You

# Justin Strube

## Police Sergeant

15 Years of Service

Thank You

# Sandra Toney

Executive Administrative Assistant

30 Years of Service

Thank You

# AGENDA MEMORANDUM

**DATE:** June 30, 2023

**TO:** Honorable City Council Members

**FROM:** Arthur Miner, Mayor

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Proclamation to be presented for Park and Recreation Month

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**BACKGROUND/INFORMATION:**

Since 1985, America has celebrated July as the nation's official Park and Recreation Month. Proclaiming July as Park and Recreation Month is an opportunity for the community and local leadership to officially acknowledge the importance of parks and recreation and the benefits it provides to the people.

**FINANCIAL IMPLICATIONS:**

None

**RECOMMENDATION/ACTION DESIRED:**

This item does not require a recommendation as it is a presentation/report.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Parks & Recreation Month theme
2. Parks & Recreation Month proclamation

**REVIEWED BY:**

| | |
|---|---|
| Timothy Hamilton, Parks and Recreation Director | Approved - 6/30/2023 |
| Joshua Jones, City Manager | Approved - 7/5/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/5/2023 |

*Approved as to form for inclusion on Agenda*


NRPA

www.nrpa.org/july

MERRELL

ACTIVE network

Bobcat

# Proclamation

**Whereas**, parks and recreation programs are an integral part of communities throughout this country, including the City of Watauga, Texas; and

**Whereas**, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

**Whereas**, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

**Whereas**, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

**Whereas**, parks and recreation areas are fundamental to the environmental wellbeing of our community; and

**Whereas**, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

**Whereas**, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

**Whereas**, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

**Whereas**, Watauga recognizes the benefits derived from parks and recreation resources

**NOW, THEREFORE,** I, Arthur L. Miner, Mayor of the City of Watauga, Texas, do hereby proclaim the month of July 2023 as

## "PARK AND RECREATION MONTH"

**and encourage all citizens to become active participants in the many fantastic programs and events offered through the City of Watauga's Parks and Community Services Department.**

**Proclaimed this the 10th day of July, 2023.**

__________________________________

Arthur L. Miner, Mayor

**ATTEST**

__________________________________

Linda Proskey, City Secretary

# AGENDA MEMORANDUM

**DATE:** June 23, 2023

**TO:** Honorable City Council Members

**FROM:** Sandra Gibson, Director of Finance

**SUBJECT:** Consider action to accept the Watauga Crime Control and Prevention District Proposed Budget for the Fiscal Year 2023-2024

## BACKGROUND/INFORMATION:

The required Public Hearing was held by the Watauga Crime Control and Prevention District Board on June 19, 2023 to allow for citizen input on the FY2023-2024 Proposed Budget in accordance with Local Government Code 363.204(a).

On July 10, 2023, per Sec. 363.204(d)(e), the Board took action on approval and adoption of the Watauga Crime Control and Prevention District Budget and provided approval to submit to City Council.

The Watauga Crime Control and Prevention District Budget as amended by the Board is attached for review and consideration. On June 19, 2023, the Board directed staff to include additional items in the budget, such as the drone program and traffic safety items.

## FINANCIAL IMPLICATIONS:

Estimated revenues and proposed expenditures as listed in the attached budget document.

## RECOMMENDATION/ACTION DESIRED:

Staff respectfully requests the City Council review and accept the Crime Control and Prevention District Proposed Budget for FY2023-2024.

## ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. CCD Proposed Budget FY2023-2024 with Board Revisions

## REVIEWED BY:

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 7/3/2023 |
| David Berman, City Attorney | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

# WATAUGA CRIME CONTROL AND PREVENTION DISTRICT

PROPOSED BUDGET

FY2023-2024

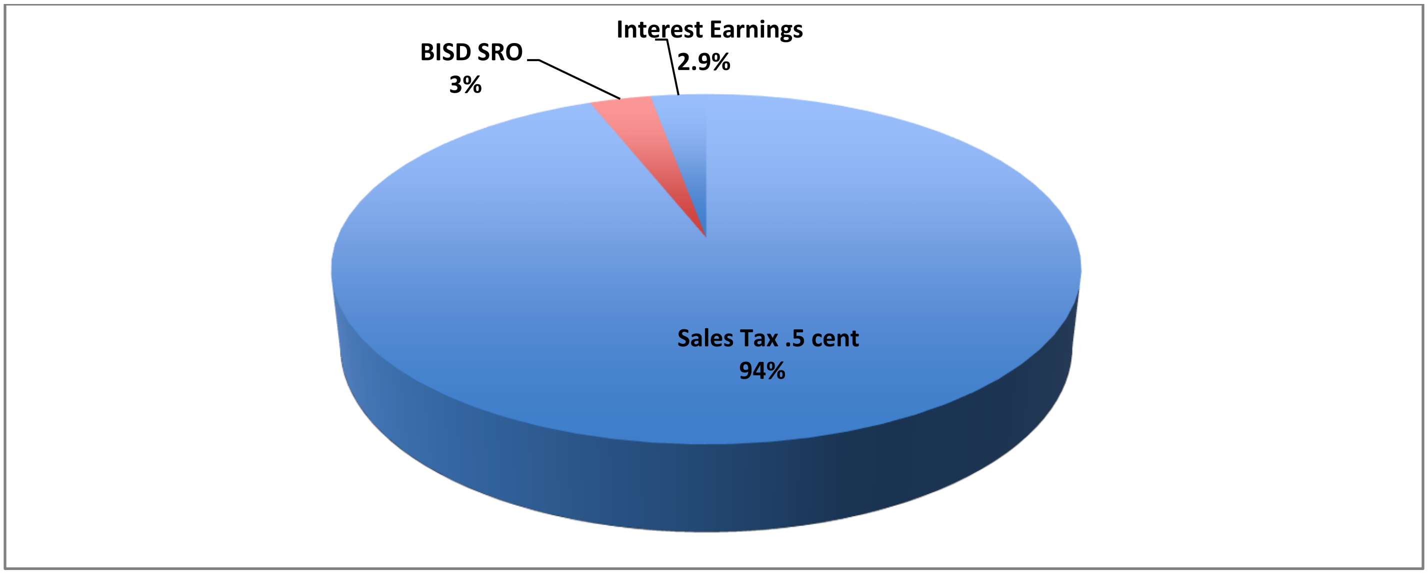
# SPECIAL REVENUE FUNDS
## CRIME CONTROL DISTRICT – FUND 18

The Crime Control and Prevention District was established to account for a one-half cent sales tax increase approved by voters on March 23, 1996, for an initial five years and extended by voters each ten years. On the most recent election, May 1, 2021, voters extended the sales tax collection for ten more years. The purpose of the increase in sales tax is to enhance law enforcement in Watauga. The additional funding is used to add officers and purchase additional equipment and supplies for law enforcement purposes.

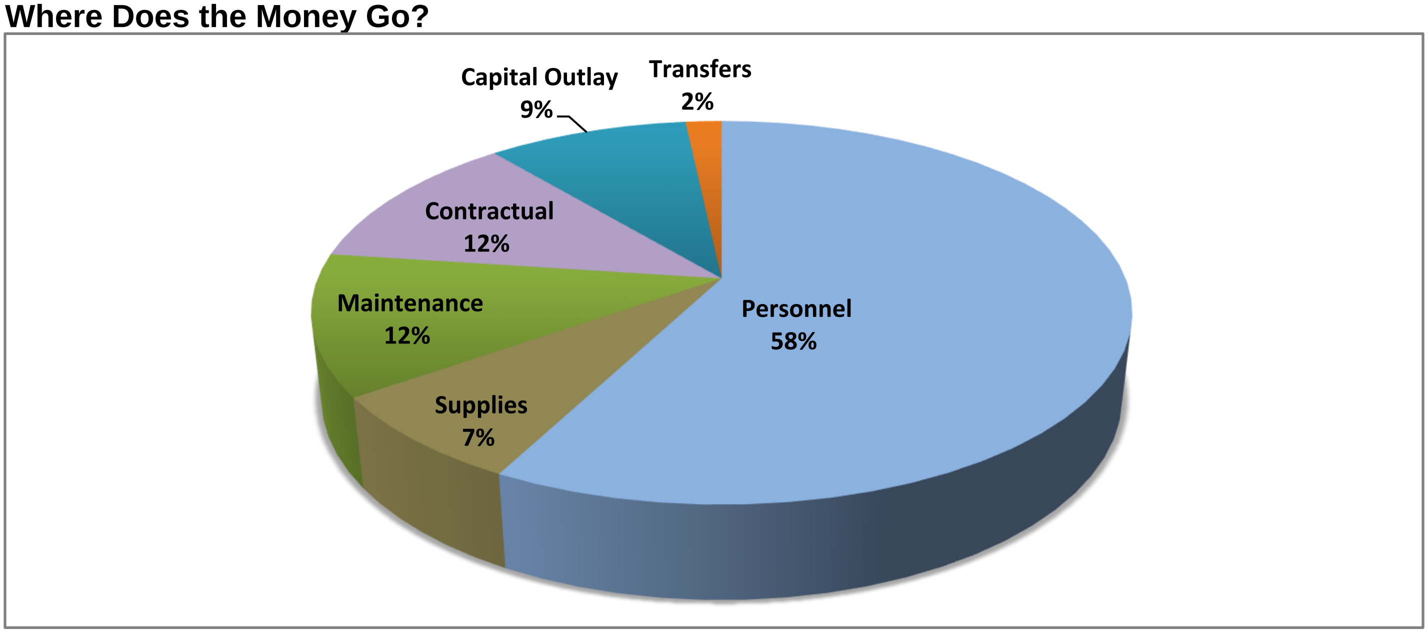
This is a Special Revenue Fund and is used to account for specific revenues that are legally restricted to expenditures for particular purposes. The fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

Sales tax revenue for FY2023-2024 is forecasted to be $1,977,000. Sales Tax revenues are projected to be approximately 2% higher than the FY2022-2023 projected estimate.

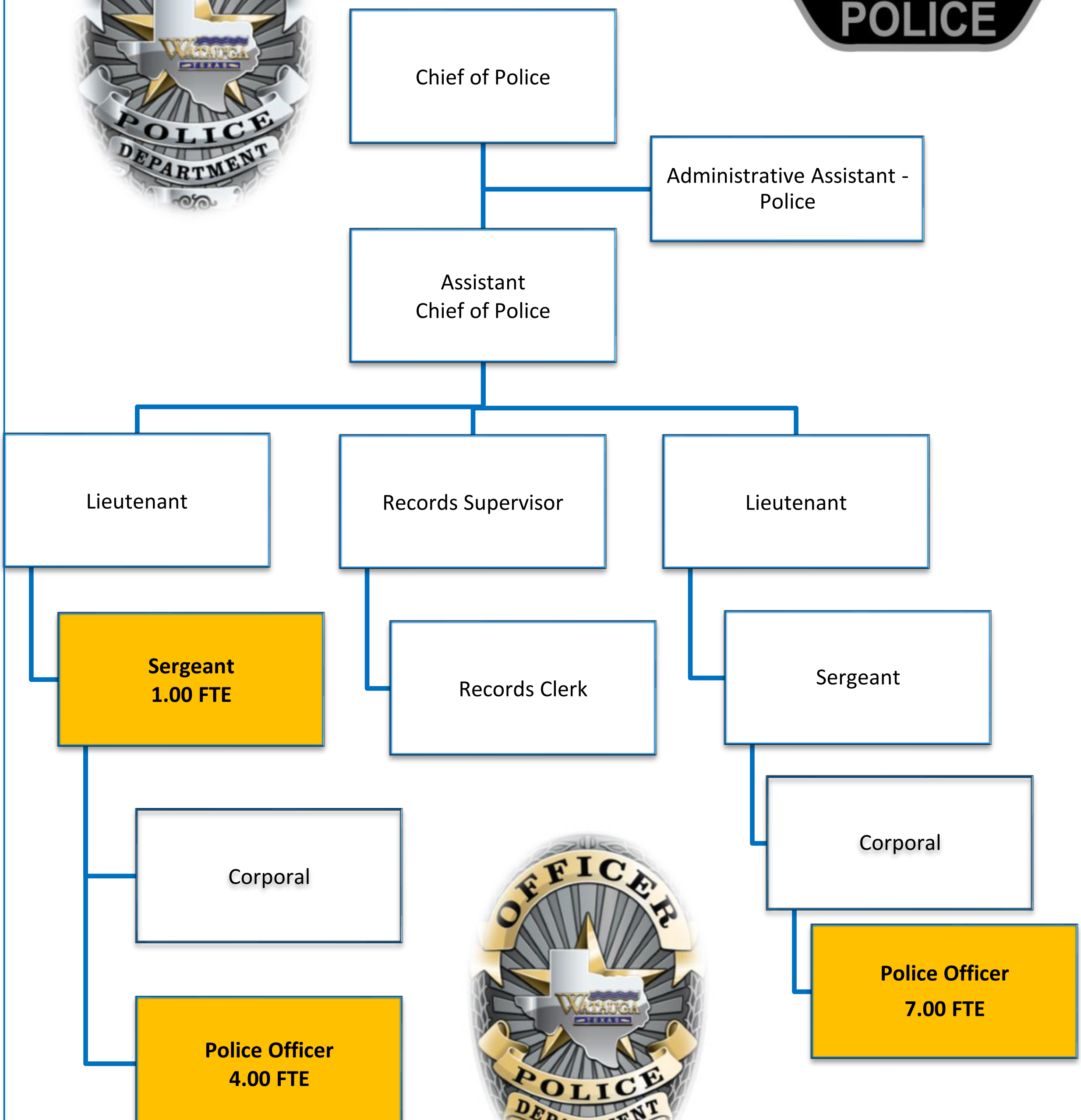
### Where Does the Money Come From?




### Where Does the Money Go?



# Crime Control District
# Fund 18-080



## CRIME CONTROL DISTRICT BUDGET SUMMARY - FUND 18

| | HISTORY | | PROJECTED YEAR | | BUDGET | % CHANGE |
|---|---|---|---|---|---|---|
| | 2020-2021 Actual | 2021-2022 Actual | 2022-2023 Original Budget | 2022-2023 Projected | 2023-2024 Proposed | FY2023-2024 VS 2022-2023 |
| **Fund Balance, October 1** | **$731,135** | **$1,010,402** | **$1,237,902** | **$1,329,162** | **$1,367,852** | |
| Revenues: | | | | | | |
| Sales Taxes | 1,701,405 | 1,846,233 | 1,875,000 | 1,938,000 | 1,977,000 | 5.4% |
| BISD SRO | 48,448 | 63,848 | 66,000 | 66,000 | 66,000 | 0.0% |
| Transfer In From ERF | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Interest Earnings/Other | 1,417 | 9,781 | 4,000 | 55,000 | 60,000 | 1400.0% |
| Proceeds From Sales of Assets | 38,324 | 34,701 | 0 | 0 | 0 | 0.0% |
| **Operating Revenues** | **$ 1,789,593** | **$ 1,954,563** | **$ 1,945,000** | **$ 2,059,000** | **$ 2,103,000** | **8.12%** |
| **Total Available Resources** | **$ 2,520,728** | **$ 2,964,965** | **$ 3,182,902** | **$ 3,388,162** | **$ 3,470,852** | **9.0%** |
| **Expenditures:** | | | | | | |
| Operating Expenditures | 1,469,939 | 1,605,803 | 1,854,400 | 1,832,060 | 2,006,800 | 8.2% |
| Capital Outlay | 10,388 | 0 | 150,250 | 150,250 | 212,100 | 41.2% |
| Total Expenditures | 1,480,327 | 1,605,803 | 2,004,650 | 1,982,310 | 2,218,900 | **10.7%** |
| Operating Transfers-Out | | | | | | |
| To General Fund | 30,000 | 30,000 | 38,000 | 38,000 | 38,000 | 0.0% |
| To Capital Projects | 0 | 0 | 0 | 0 | 0 | 0.0% |
| To Internal Service Fund | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Total Operating Transfers-Out | 30,000 | 30,000 | 38,000 | 38,000 | 38,000 | **0.0%** |
| **TOTAL OPERATING & TRANSFERS** | $ 1,510,327 | $ 1,635,803 | $ 2,042,650 | $ 2,020,310 | $ 2,256,900 | **10.5%** |
| **Fund Balance, September 30** | $1,010,402 | $1,329,162 | $1,140,252 | $1,367,852 | $1,213,952 | |
| **CHANGE IN FUND BALANCE** | $279,267 | $318,760 | ($97,650) | $38,690 | ($153,900) | |
| **Fund Balance Policy Min @ 20%** | | | | | $408,960 | |

| DEPARTMENT | Police |
|---|---|
| DIVISION/ACTIVITY | Crime Control District |

## MISSION/PROGRAMS/SERVICES

The mission of the Watauga Police Department is to provide the highest quality police service while safeguarding individual liberties and building positive community relationships. The Watauga Police Department provides services 24 hours a day 365 days a year to all the citizens of Watauga and those traveling in and out of the city.

The Watauga Police Department provides leadership and support to all members of the public, as well as Police personnel through fiscal responsibility and modeling of the City's values. The department is committed to strengthening and maintaining an atmosphere of community partnership, providing transparency, supporting continued training and leadership development of personnel, and providing opportunities for career growth and employee retention.

While the primary focus of the department is to ensure a safe environment for residents and businesses, several programs and services exist to address community needs and foster partnerships with the community.

## FY2022-2023 HIGHLIGHTS/ACHIEVEMENTS

- Transitioned to a new Weapons system for handguns.
- Maintained a low response time to calls with minimum staff.
- Redesigned the structure of the department from the Lieutenant position and responsibilities.
- Transitioned an Admin staff to ACO.

## FY2023-2024 GOALS/OBJECTIVES

- Fully staff both Code and Animal Services divisions.
- Create a Code Enforcement position to focus primarily on commercial issues.
- Promote a Senior Code Officer.
- Recruit and fully staff sworn positions.
- Obtain Texas Police Chiefs Association Re-Recognition status.
- Promote a positive presence on social media.
- Enhance and increase police presence within the community.
- Develop and participate in community policing engagement events such as Coffee with a Cop, National Night Out, neighborhood patrol, and block meetings.

## MAJOR BUDGETARY ISSUES AND OPERATIONAL TRENDS

Recruiting and retention continue to be the most significant budgetary issues for the Watauga Police Department.

| DEPARTMENT | Police |
|---|---|
| DIVISION / ACTIVITY | Crime Control District |

| | 2020-2021 ACTUAL | 2021-2022 ACTUAL | 2022-2023 BUDGET | 2022-2023 PROJECTED | 2023-2024 BUDGET |
|---|---|---|---|---|---|
| Personnel | 987,813 | 1,050,708 | 1,204,800 | 1,198,700 | 1,301,400 |
| Supplies | 113,826 | 155,824 | 175,600 | 161,100 | 170,500 |
| Maintenance | 231,151 | 220,139 | 264,200 | 256,400 | 268,700 |
| Contractual/Sundry | 137,149 | 179,132 | 209,800 | 215,860 | 266,200 |
| Capital Outlay | 10,388 | 0 | 150,250 | 150,250 | 212,100 |
| Transfers | 30,000 | 30,000 | 38,000 | 38,000 | 38,000 |
| **TOTALS** | **$1,510,327** | **$1,635,803** | **$2,042,650** | **$2,020,310** | **$2,256,900** |
| **PERFORMANCE MEASURES** | | | | | |
| ***Input / Demand*** | | | | | |
| Supervisors-Sergeants | | 1 | 1 | 1 | 1 |
| Officers | | 8 | 8 | 8 | 8 |
| Detectives | | 0 | 0 | 0 | 0 |
| SRO | | 1 | 1 | 1 | 1 |
| Community Services Officer | | 1 | 1 | 1 | 1 |
| Mental Health Officer | | 0 | 1 | 1 | 1 |
| **TOTALS** | | **11** | **12** | **12** | **12** |
| ***Output / Workload*** | | | | | |
| Calls for Service | | 9,494 | 10,000 | 10,472 | 11,000 |
| Reports | | 1,796 | 2,500 | 2,518 | 2,500 |
| Traffic Stops | | 1,906 | 2,000 | 1,648 | 1,800 |
| Citations | | 5,337 | 6,000 | 5,278 | 4,500 |
| Felony Arrests | | 258 | 300 | 428 | 400 |
| Misdameanor Arrest | | 689 | 800 | 888 | 900 |
| Crime Victims Assisted | | 190 | 250 | 240 | 300 |
| ***Efficiency Measures*** | | | | | |
| M & O budget per Capita | | $68.82 | $83.72 | $82.80 | |
| M & O budget percentage of city budget | | 3.08% | 3.31% | 3.27% | |
| ***Effectiveness Measures*** | ***Goals*** | | | | |
| Total Sworn Officers | 2 | 10 | 12 | 10 | 12 |
| Crime Victim Assistance Staff | 2 | | | 3 | 3 |
| SRO Presentations | 2 | 2 | 4 | 7 | 10 |
| SRO Student Contacts | 2 | 4,559 | 2,500 | 5,550 | 6,000 |
| Area School Events/Contacts | 2 | 28 | 175 | 50 | 150 |
| Public Safety Cadet Unit Meetings | 2 | 8 | 40 | 16 | 40 |
| Public Safety Cadet Unit Training Hours | 2 | 75 | 2,000 | 180 | 2,000 |
| Crime Prevention Training - Community Svc. | 2 | 4 | 0 | 0 | 0 |
| Business Contacts - Community Svc. | 2 | 28 | 0 | 50 | 0 |
| Neighborhood Watch Mtgs - Community Svc. | 2 | 0 | 0 | 0 | 0 |
| VIPS Hours | 2 | 491.2 | 1,000 | 240 | 1,000 |

# CRIME CONTROL DISTRICT

## BUDGET CHANGES

### Fiscal Year 2023-2024 Compared to Fiscal Year 2022-2023 Budget

| DESCRIPTION | CATEGORY | ONE-TIME | ON-GOING | CHANGE EXPLANATION |
|---|---|---|---|---|
| | | | | |
| **CHANGES:** | | | | |
| Personnel | Personnel Services | | $96,600 | step, insurance , COLA, overtime, longevity adjustments |
| Publications | Supplies | | $200 | TDCAA Penal Code addition |
| Educational Supplies | Supplies | | ($300) | Explorer troop adjustment |
| Computer Supplies | Supplies | | ($5,000) | misc. computer supplies adjustment |
| Office Equipment | Maintenance | | ($100) | needs/analysis adjustment |
| Vehicle Maintenance | Maintenance | ($9,600) | | vehicles graphics refresh - New Request FY22-23 |
| Vehicle Maintenance | Maintenance | | ($300) | needs/analysis adjustment |
| Software Maintenance | Maintenance | | $9,000 | Axon maintenance adjustment |
| Software Maintenance | Maintenance | | $1,500 | Shield Suite subscription increase |
| Software Maintenance | Maintenance | ($17,000) | | CAD/RMS Spillman estimate adjusment (NRH) |
| Software Maintenance | Maintenance | | $12,500 | ALPR safety cameras maintenance - New Request FY22-23 |
| Software Maintenance | Maintenance | | ($2,000) | Cradlepoint in communications budget |
| Software Maintenance | Maintenance | | ($2,000) | Brazos maintenance adjustment |
| Software Maintenance | Maintenance | | $12,500 | flock safety - New Request FY23-24 (ongoing) |
| Communications | Contractual/Sundry | | ($1,500) | hotspots/cradlepoints/Ipads adjustments |
| Sundry | Contractual/Sundry | | $1,500 | Crime Victim liason increase |
| Sundry | Contractual/Sundry | | $4,500 | Alliance for Children adjustment |
| Special Services | Contractual/Sundry | | ($200) | Lexis Nexis adjustment |
| Special Services | Contractual/Sundry | | $2,600 | Alliance for Children adjustment |
| Special Services | Contractual/Sundry | | $900 | Water service adjustment |
| Special Services | Contractual/Sundry | | $9,500 | Drone Program - New Request FY23-24 (ongoing) |
| Dues & Subscriptions | Contractual/Sundry | | $4,400 | various dues & subscriptions adjustment |
| Dues & Subscriptions | Contractual/Sundry | | ($6,900) | PowerDMS policy management removal |
| Dues & Subscriptions | Contractual/Sundry | $15,200 | | Lexipol policy management - New Request FY23-24 (one time) |
| Dues & Subscriptions | Contractual/Sundry | | $14,400 | Lexipol policy management - New Request FY23-24 (ongoing) |
| Adminstrative Training | Contractual/Sundry | | ($2,000) | needs/analysis adjustment |
| Investigation Expense | Contractual/Sundry | | $14,000 | increase |
| Motor Vehicles | Capital Outlay | ($130,000) | | capital outlay items (3 vehicles) - FY22-23 |
| Moor Vehicles | Capital Outlay | $45,000 | | 2013 Tahoe Unit 150 replacement |
| Other Equipment | Capital Outlay | ($6,000) | | crime scene barriers - New Request FY22-23 |
| Other Equipment | Capital Outlay | ($14,250) | | safety cameras/ALPR - New Request FY22-23 |
| Other Equipment | Capital Outlay | $85,000 | | rifle refresh - New Request FY23-24 (one-time) |
| Other Equipment | Capital Outlay | $19,500 | | Drone Program - New Request FY23-24 (one-time) Partially funded by CO |
| Other Equipment | Capital Outlay | $15,000 | | flock safety - New Request FY23-24 (one-time) |
| Other Equipment | Capital Outlay | $9,000 | | armory storage - New Request FY23-24 (one-time) |
| Other Equipment | Capital Outlay | $22,600 | | portable radar speed signs (4) - New Request FY23-24 (one-time) (Board) |
| Other Equipment | Capital Outlay | $16,000 | | traffic safety data collectors (4) - New Request FY23-24 (one-time) |
| | | | | |
| **TOTALS:** | | **$50,450** | **$163,800** | |

**$214,250** **NET INCREASE/DECREASE**

# CCD BUDGET

# NEW REQUESTS

**CRIME CONTROL DISTRICT**
**NEW REQUEST SUMMARY**
**FY2023-2024**

| Item | One-Time FY2023-2024 | On-Going | Total Requested | Funded Amount | | Account Category | Notes |
|---|---|---|---|---|---|---|---|
| Rifle Refresh | $ 85,000 | | $ 85,000 | $ 85,000 | F | Capital Outlay | |
| Drone Program | $ 44,500 | $ 9,500 | $ 54,000 | $ 29,000 | P | Capital Outlay/Maintenance | Partial CO funding of $25,000 will be usec |
| Policy Manual Management Program | $ 14,400 | $ 15,200 | $ 29,600 | $ 29,600 | F | Contractual/Sundry | |
| Flock Safety Program Enhancement | $ 15,000 | $ 12,500 | $ 27,500 | $ 27,500 | F | Capital Outlay/Maintenance | |
| Armory Storage | $ 9,000 | | $ 9,000 | $ 9,000 | F | Capital Outlay | |
| Traffic Safety - Covert Data Collector (4) | $ 16,000 | | $ 16,000 | $ 16,000 | F | Capital Outlay | Board requested additional (3) collectors |
| Traffic Safety - Radar Speed Signs (4 portable) | $ 22,600 | | $ 22,600 | $ 22,600 | F | Capital Outlay | Board requested |
| **TOTAL** | **$ 206,500** | **$ 37,200** | **$ 243,700** | **$ 218,700** | | | |

**F =FUNDED (INCLUDED IN BUDGET TOTALS)**
**T = TO BE DETERMINED (NOT INCLUDED IN BUDGET TOTALS)**
**C = IN CURRENT BUDGET YEAR**
**P = PARTIALLY FUNDED REQUEST**
**U = UNFUNDED**

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Patrol Rifle Refresh
**REQUEST TYPE:** One-Time **RANKING:** 1
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-85170 Other Equipment
**FULL FY2023-2024 COST:** $85,000
**ANY ON-GOING FUTURE COSTS:**
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:** Old Rifles
**RECOMMENDATION FOR DISPOSITION:** Trade-In

## PROGRAM DESCRIPTION

This program is a replacement of the 36 currently aging patrol rifles and purchase 4 extra rifles for a total of 40 rifles. The current rifles were originally purchased when the program began in 2008 and are aging. With the purchase of new rifles the department will have the newly developed technology that reduces the weight and adaptability of the weapons beyond our current capabilities. The purchase includes the rifles, slings, lights, optics, and cases.

## SAVINGS/BENEFITS/BUDGET IMPACT

Some savings would be applied with the trade in of the current rifles. The refresh program will provide up to date weapon systems for officers to utilize for significant events where weapons are in use by suspects as well as when distance off target and accuracy is desired. New and updated equipment can be of benefit to aid in recruiting.

## CONSEQUENCES OF NOT FUNDING PROGRAM

Not funding this program would likely result in increasing repair and maintenance costs for the existing weapons. A lack of updated equipment to provide officers with replacements if their weapon is failing or taken for court cases after an officer involved shooting.

## EXPENSE IMPACT

| *BUDGET CODE* | | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-85170 | Other Equipment | 85,000 | 85,000 |
| | | | |
| | ***TOTALS:*** | **$85,000** | **$85,000** |

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Drone Program
**REQUEST TYPE:** One-Time & On-Going **RANKING:** 2
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-85170/18-080-63510 Other Equipment/Software Maintenance
**FULL FY2023-2024 COST:** $44,500
**ANY ON-GOING FUTURE COSTS:** $9,500
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:**
**RECOMMENDATION FOR DISPOSITION:**

## PROGRAM DESCRIPTION

A drone program would revolutionize operations with advanced aerial surveillance and rapid response capabilities. Equipped with high-resolution cameras and specialized sensors, drones provide real-time situational awareness, enabling efficient incident assessment and threat detection. With their agility and thermal imaging technology, drones enhance emergency response and search operations, expediting life-saving measures. By optimizing data gathering and analysis, this program enhances operational efficiency and decision-making, ensuring safer communities through cutting-edge technology.

## SAVINGS/BENEFITS/BUDGET IMPACT

Drones provide a cost-effective alternative to traditional methods while optimizing resource allocation. They enhance safety by minimizing human exposure to hazardous situations and mitigate risks. Drones improve efficiency and response times through swift deployment, efficient data gathering, and real-time decision-making, resulting in better outcomes and operational effectiveness. Overall, drones offer significant savings, increased safety, and improved efficiency. First year funding could be partially covered by CO funds of $25,000.

The current software maintenance budget is $180,000 and with the on-going request of $9.500 that will increase the total budget to $189,500 going forward if approved.

## CONSEQUENCES OF NOT FUNDING PROGRAM

The lack of funding for the Drone Program would hinder operational effectiveness, cost savings, and safety measures. Without drones, the organization would miss out on the efficiencies and flexibility , leading to higher expenses and limited resource optimization. Moreover, the absence of drones would impede the organization's ability to enhance safety, as personnel would face risks without the aerial surveillance and data gathering capabilities provided by drones. Overall, the lack of funding for the Drone Program would hamper operational efficiency, cost savings, and safety measures.

## EXPENSE IMPACT

| *BUDGET CODE* | | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-85170 | Other Equipment | 44,500 | 44,500 |
| 18-080-63510 | Software Maintenance | 9,500 | 189,500 |
| | ***TOTALS:*** | **$54,000** | **$234,000** |

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Policy Manual Management Program
**REQUEST TYPE:** One-Time & On-Going **RANKING:** 3
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-74070 Dues & Subscriptions
**FULL FY2023-2024 COST:** $29,600
**ANY ON-GOING FUTURE COSTS:** $14,400 **annually**
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:**
**RECOMMENDATION FOR DISPOSITION:**

## PROGRAM DESCRIPTION

This is a policy management and policy training program that will update policies with new legislative items and legal updates. This program also includes training on policies on a daily basis as well as provides legal support in the event of litigation so long as policies are followed.

## SAVINGS/BENEFITS/BUDGET IMPACT

This will benefit the police department by having an actual living policy manual that is updated and codified as new laws and updates happen. This program also trains on policy with daily training built to continue the education of officers on our policy to ensure they are familiar with and follow policy. These training bulletins are also tracked and can be used for accountability of staff when violations are observed. This program also works with the Texas Police Chiefs Recognition Program that we are recognized by to aid in maintaining the TPCA Recognition status.

Cost will be offset by the current policy program that is budgeted at $6,900.
The new policy program is an-going request of $14,400 and an additional one-time implementation cost of $15,200 is required the first year.

## CONSEQUENCES OF NOT FUNDING PROGRAM

Currently staffing does not allow for proper maintenance of a living policy manual and we are finding that updates are behind. Not funding this program will leave us with a policy manual that is not up to date and a lesser trained and less professional staff.

## EXPENSE IMPACT

| *BUDGET CODE* | | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-74070 | Dues & Subscriptons | 29,600 | 43,100 |
| | | | |
| | ***TOTALS:*** | **$29,600** | **$43,100** |

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Flock Safety
**REQUEST TYPE:** One-Time & On-Going **RANKING:** 4
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-85170/18-080-63510 Other Equipment/Software Maintenance
**FULL FY2023-2024 COST:** $15,000
**ANY ON-GOING FUTURE COSTS:** $12,500
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:**
**RECOMMENDATION FOR DISPOSITION:**

## PROGRAM DESCRIPTION

The Flock Safety Camera program was originally requested in FY22-23 budget process for 10 cameras and was approved for 5. The 5 cameras that have been installed have produce a positive affect on apprehension of wanted persons. The program is still new and the full benefit has not been realized at this point but the expectation is a very positive result.

## SAVINGS/BENEFITS/BUDGET IMPACT

The increased number of cameras will increase the department's ability to track criminals after committing offenses for investigators and will allow for the apprehension of more criminals. This program also aids in identifying and tracking of sex offenders in areas they should not be. Upon full utilization, a municipal warrant list can be added to the alerts and more warrants will be cleared resulting in the fees being collected. Since implementation of the current cameras, we have a total of 133 read alerts which resulted in five felony arrest. Our cameras also aided FWPD in solving a major crime leading to the apprehension of two suspects. Additionally, our Investigators have solved multiple cases using our Flock cameras as probable cause for charges.

The current budget in software maintenance account is $180,000 and with the on-going request of $12,500 that will increase the total budget to $192,500 going forward if approved.

## CONSEQUENCES OF NOT FUNDING PROGRAM

Not funding this will result in a reduced number of criminals being apprehended or tracked as easily by WPD as well as fewer warrants being cleared without the city receiving the fines and fees.

## EXPENSE IMPACT

| *BUDGET CODE* | *2022-2023 YEAR END PROJECTION* | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-85170 | Other Equipment | 15,000 | 15,000 |
| 18-080-63510 | Software Maintenance | 12,500 | 192,500 |
| | | | |
| | ***TOTALS:*** | **$27,500** | **$207,500** |

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Armory Storage
**REQUEST TYPE:** One-Time **RANKING:** 5
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-85170 Other Equipment
**FULL FY2023-2024 COST:** $9,000
**ANY ON-GOING FUTURE COSTS:**
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:**
**RECOMMENDATION FOR DISPOSITION:**

## PROGRAM DESCRIPTION

To update and increase the current storage area for weapons and ammunition and accessories in the armory. The current layout in the armory is not sufficient and unorganized. This program is to reconfigure the current armory to increase the functionality of the space.

## SAVINGS/BENEFITS/BUDGET IMPACT

Having proper and secure storage for weapons and accessories will allow for keeping items secure and properly inventoried for use as needed. This will provide a cleaner work environment.

## CONSEQUENCES OF NOT FUNDING PROGRAM

Minimize the storage functionality and security of the weapons and accessories.

## EXPENSE IMPACT

| *BUDGET CODE* | | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-85170 | Other Equipment | 9,000 | 9,000 |
| | | | |
| | ***TOTALS:*** | **$9,000** | **$9,000** |

# NEW REQUEST FORM

**FISCAL YEAR: 2023-2024**

**DEPARTMENT:** Police - Crime Control District
**PROGRAM TITLE:** Traffic Safety
**REQUEST TYPE:** One-Time **RANKING:** 6
**FUND/DEPT:** 18-080 **GOAL #:** 2
**BUDGET CODE:** 18-080-85170 Other Equipment
**FULL FY2023-2024 COST:** $4,000
**ANY ON-GOING FUTURE COSTS:**
**FULL FY2023-2024 SAVINGS OFFSET:**
**LIST ANY EQUIPMENT TO BE REPLACED BY REQUEST:**
**RECOMMENDATION FOR DISPOSITION:**

## PROGRAM DESCRIPTION

This device utilizes advanced technology to discreetly gather data on traffic patterns and vehicle speeds, supporting targeted enforcement and proactive interventions. With sophisticated devices such as this, the program captures accurate information without disrupting traffic flow. Data analysis provides actionable insights for resource allocation, enforcement strategies, and traffic safety initiatives, ultimately promoting safer roadways and addressing community concerns about speeding.

## SAVINGS/BENEFITS/BUDGET IMPACT

This device maximizes resource efficiency by utilizing real-time traffic data, resulting in cost savings for law enforcement agencies. Proactive interventions based on accurate information lead to a reduction in accidents and injuries caused by speeding, enhancing community safety. Transparent reporting and data-driven strategies foster community satisfaction and engagement, strengthening the relationship between law enforcement and residents. Overall, the initiative delivers significant cost savings, safer roadways, and improved community relations.

## CONSEQUENCES OF NOT FUNDING PROGRAM

Compromised traffic safety by Increased risk of accidents, injuries, and fatalities due to inadequate monitoring and addressing of speeding violations. Inefficient resource allocation, an inability to allocate resources effectively, resulting in wasted manpower and ineffective enforcement efforts. Decreased community confidence and erosion of community trust in our ability to address speeding concerns, leading to reduced confidence and cooperation. Missed opportunities to implement targeted interventions and educate the community about the dangers of speeding, perpetuating violations and compromising public safety.

## EXPENSE IMPACT

| *BUDGET CODE* | | *2023-2024 BUDGET NEW REQUEST* | *2023-2024 TOTAL BUDGET WITH REQUEST* |
|---|---|---|---|
| 18-080-85170 | Other Equipment | 4,000 | 4,000 |
| | | | |
| | ***TOTALS:*** | **$4,000** | **$4,000** |



June 19th, Board increased this request to (4) data collectors, increasing the cost to $16,000

## CCD BUDGET

# CAPITAL OUTLAY PLAN

| VEHICLE # | ODOMETER | MAKE | MODEL | YEAR | TYPE | VEH DRIVER | FUND | LIFE EXPECTANCY | REPLACEMENT YEAR | FUNDING SOURCE | ESTIMATED REPLACEMENT COST | NOTES | ASSIGNED |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 202 | 54711 | FORD | F150 | 2011 | LT TRK | POLICE -CODE | GENERAL FUND | 8YR/120K MILES | 2022-23 | DEBT ISSUANCE 2022 | 40000 | Can be moved out 2023-2024 - Maintenance needed - Moved frm 2023-24 (To be traded in) | Code - Hasselteg |
| 204 | 56498 | FORD | F150 | 2011 | LT TRK | POLICE -CODE | GENERAL FUND | 8YR/120K MILES | 2022-23 | DEBT ISSUANCE 2022 | 40000 | Can be moved out 2023-2024 - Maintenance needed - Moved frm 2023-24 (To be traded in) | Code - Vela |
| 151 | 138040 | CHEVY | TAHOE | 2012 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2022-23 | CCD FUND | 45000 | | CID - McComis |
| 159 | 138699 | CHEVY | TAHOE | 2014 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2022-23 | CCD FUND | 45000 | Move to 22-23 | Admin- Faglie |
| 163 | 131325 | FORD | ESCAPE S | 2016 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2022-23 | CCD FUND | 40000 | Electric? | CID - Muller |
| 68 | 22415 | HARLEY DAVIDSON | FLHP | 2016 | MOTORCYCLE | POLICE DEPARTMENT | GENERAL FUND | 5 YR/100K MILES | 2022-23 | DEBT ISSUANCE 2022 | 44000 | LEASED UNTIL 2018 - Moved frm 2021-22 | Motors - Todd |
| 150 | 138040 | CHEVY | TAHOE | 2013 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2023-24 | CCD FUND | 45000 | May be able to push out 2022-2023 | CID - Letart |
| 69 | 9,294 | HARLEY DAVIDSON | FLHP | 2016 | MOTORCYCLE | POLICE DEPARTMENT | GENERAL FUND | 5 YR | 2023-24 | EQUIPMENT REPLACEMENT | 44000 | PURCHASED 2018 - Moved frm 2022-23 | Motors - Honardar |
| 161 | 35990 | CHEVY | SUBURBAN | 2015 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2024-25 | CCD FUND | 40000 | May push out | Training |
| 165 | 57499 | CHEVY | TAHOE | 2018 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2024-25 | CCD FUND | 60000 | | Patrol |
| 166 | 49365 | CHEVY | TAHOE | 2018 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2024-25 | CCD FUND | 60000 | | Patrol |
| 167 | 51364 | CHEVY | TAHOE | 2018 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2024-25 | CCD FUND | 60000 | | Patrol |
| 168 | 38067 | CHEVY | TAHOE | 2018 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2024-25 | CCD FUND | 60000 | | Patrol - Cpl |
| 169 | 46284 | CHEVY | TAHOE | 2018 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2024-25 | CCD FUND | 60000 | | Patrol - Cpl |
| TL2 | 0 | STAR AMERICA | TRAILER | 2000 | TRAILERS | POLICE DEPARTMENT | GENERAL FUND | 8YR MIN | 2024-25 | GENERAL FUND | 6000 | | Explorers |
| 102 | 0 | STALKER | PEED SENSOR & traile | 2013 | TRAILERS | POLICE DEPARTMENT | GENERAL FUND | 12YR/6K HOURS | 2025-26 | GENERAL FUND | 18000 | Can move out | Traffic |
| 164 | 81146 | FORD | ESCAPE S | 2016 | PASSENGER CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2025-26 | CCD FUND | 40000 | Electric? | CID - Tank-Holland |
| 172 | 42780 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | 2025-26 | CCD FUND | 60000 | | Patrol |
| 173 | 38403 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2025-26 | CCD FUND | 60000 | | Patrol |
| 174 | 27071 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2025-26 | CCD FUND | 60000 | | Patrol |
| 175 | 37507 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2025-26 | CCD FUND | 60000 | | Patrol |
| 176 | 50500 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5YR/100K MILES | 2025-26 | CCD FUND | 60000 | | K9 - Cooper |
| 162 | 54000 | CHEVY | TAHOE | 2016 | EMERGENCY CAR | POLICE SRO | CCD FUND | 8 YEAR/120K MILES | 2025-26 | CCD FUND | 60000 | May be able to push out 2025-26 | |
| 177 | 38570 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2026-27 | CCD FUND | 60000 | | CID-Little |
| 171 | 40882 | CHEVY | TAHOE | 2019 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 8YR/120K MILES | 2027-28 | CCD FUND | 40000 | | Patrol |
| 170 | 8264 | FORD | F150 | 2018 | LT TRK | VIPS - POLICE DEPT | GENERAL FUND | 8YR/120K MILES | 2027-28 | GENERAL FUND | 40000 | | VIPS |
| 107 | 6273 | FORD | | 2020 | LT TRK | ANIMAL CONTROL | GENERAL FUND | 8YR/120K MILES | 2028-29 | GENERAL FUND | 60000 | | ACO |
| 178 | 12879 | CHEVY | TAHOE | 2020 | PASSENGER CAR | POLICE | CCD FUND | 8YR/120K MILES | 2028-29 | CCD FUND | 45000 | | Admin- Babcock |
| 179 | 28757 | CHEVY | TAHOE | 2020 | PASSENGER CAR | POLICE | CCD FUND | 8YR/120K MILES | 2028-29 | CCD FUND | 45000 | | Admin-Hartman |
| 180 | 7461 | CHEVY | TAHOE | 2020 | PASSENGER CAR | POLICE | CCD FUND | 8YR/120K MILES | 2028-29 | CCD FUND | 45000 | | Admin- Parham |
| 108 | 2266 | FORD | | 2022 | LT TRK | ANIMAL CONTROL | GENERAL FUND | 8YR/120K MILES | N/A | GENERAL FUND | | | ACO |
| 141 | 4381 | HUMMER | | 2003 | PASSENGER CAR | POLICE DEPARTMENT | | | N/A | | | | Community Services |
| 138 | 85252 | CHEVY | TAHOE | 2011 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | N/A | N/A | 60000 | REPLACE WITH XFER UNIT 162 MARSHAL'S | SRO - Dykes |
| 181 | 30.8 | CAN-AM | | 2020 | ATV | POLICE DEPARTMENT | CCD FUND | | N/A | CCD FUND | | | |
| 182 | 26465 | CHEVY | | 2021 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | N/A | CCD FUND | | | Admin-Parker |
| 183 | 8365 | CHEVY | | 2021 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | N/A | CCD FUND | | | Patrol - Sgt. |
| 184 | 6459 | CHEVY | | 2021 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | N/A | CCD FUND | | | Patrol - Sgt. |
| 185 | 9947 | CHEVY | | 2021 | EMERGENCY CAR | POLICE DEPARTMENT | CCD FUND | 5 YR/100K MILES | N/A | CCD FUND | | | Patrol |

# AGENDA MEMORANDUM

**DATE:** July 2, 2023

**TO:** Honorable City Council Members

**FROM:** Sandra Gibson, Director of Finance

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action on approval of the Monthly Financial Report for the period ending May 31, 2023

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**BACKGROUND/INFORMATION:**

The monthly financial report for the period ending May 31, 2023 is attached for the Council's review and approval.

**FINANCIAL IMPLICATIONS:**

N/A

**RECOMMENDATION/ACTION DESIRED:**

Staff recommends the Council review and approve the Monthly Financial Report for the period ending May 31, 2023.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Council Report - May 2023 to Council July 10, 2023

**REVIEWED BY:**

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

# Monthly Financial Report Fiscal 2022-2023
# For the period ending May 31, 2023

## Sales Tax

Sales tax receipts from the State Comptroller received in the month of June 2023 (reflecting April 2023 sales receipts) decreased in total to 7.4% compared to the same time last year. This amount includes prior period adjustments, future period adjustments and audit collections.

| Sales Tax Receipts | | Apr-23 | | Apr-22 | % change |
|---|---|---|---|---|---|
| City 1% | $ | 266,531 | $ | 288,287 | -7.5% |
| City 1/4% *effective 10/1/2021** | $ | 66,633 | $ | 72,072 | -7.5% |
| Street Maint 1/4%** | $ | - | $ | - | 0.0% |
| CCD 1/2% | $ | 132,793 | $ | 142,974 | -7.1% |
| EDC 1/4% | $ | 66,633 | $ | 72,072 | -7.5% |
| Totals | $ | 532,590 | $ | 575,405 | -7.4% |

**approved by voters May, 2021 for effective date of 10/1/2021*

***abolished January, 2021*

A comparison of April 2023 sales tax receipts for Watauga's and surrounding cities are shown below: These figures do not include Special District sales tax receipts.

**SALES TAX RECEIPTS COMPARISONS April 2022 vs. April 2023**
**RECEIVED FROM COMPTROLLER - JUNE**
**FISCAL YEAR 2022-2023**

**Sales Tax Receipts for the Month:**

| City | | April 2023 Sales | | April 2022 Sales | | $ Change | % Change |
|---|---|---|---|---|---|---|---|
| Grapevine | $ | 4,504,098.44 | $ | 4,177,115.11 | $ | 326,983.33 | 7.83% |
| Saginaw | $ | 637,763.21 | $ | 610,680.77 | $ | 27,082.44 | 4.43% |
| Fort Worth | $ | 17,828,544.60 | $ | 17,112,149.26 | $ | 716,395.34 | 4.19% |
| Bedford | $ | 1,182,793.56 | $ | 1,140,042.86 | $ | 42,750.70 | 3.75% |
| Colleyville | $ | 591,865.22 | $ | 577,261.74 | $ | 14,603.48 | 2.53% |
| Haltom City | $ | 1,370,238.59 | $ | 1,344,410.57 | $ | 25,828.02 | 1.92% |
| N. Richland Hills | $ | 1,540,086.63 | $ | 1,531,030.65 | $ | 9,055.98 | 0.59% |
| Richland Hills | $ | 640,726.29 | $ | 640,070.53 | $ | 655.76 | 0.10% |
| Southlake | $ | 3,223,520.28 | $ | 3,234,471.55 | $ | (10,951.27) | -0.34% |
| Keller | $ | 1,293,737.60 | $ | 1,307,801.64 | $ | (14,064.04) | -1.08% |
| Euless | $ | 1,897,643.34 | $ | 1,950,894.75 | $ | (53,251.41) | -2.73% |
| Watauga | $ | 399,796.47 | $ | 432,430.89 | $ | (32,634.42) | -7.55% |
| Hurst | $ | 1,333,925.72 | $ | 1,453,480.01 | $ | (119,554.29) | -8.23% |
| Roanoke | $ | 1,592,304.43 | $ | 1,984,767.01 | $ | (392,462.58) | -19.77% |

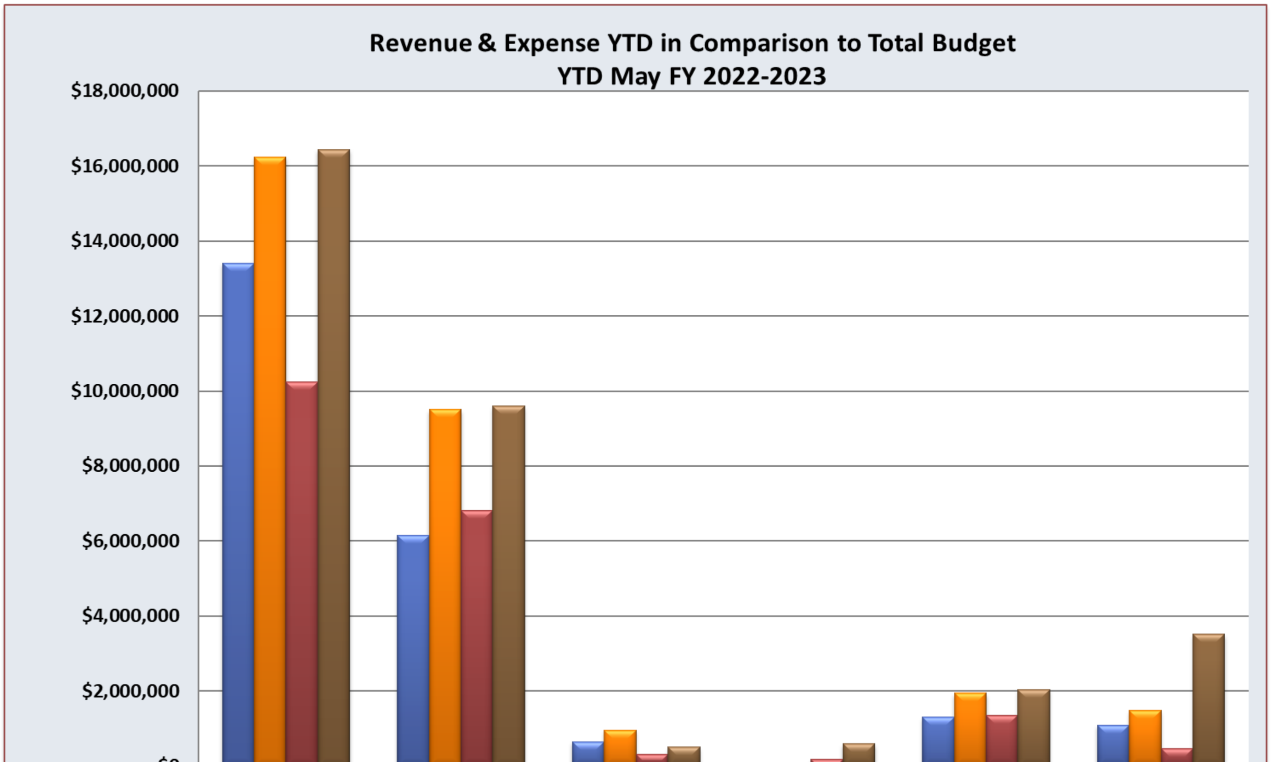
Source: State Comptroller

City Collections only - not Special Purpose Districts or Transit

The City will receive the distribution for May 2023 sales tax receipts on July 14, 2023. Sales tax revenues have been estimated for the May reporting period.

## Financial Highlights

The City is 66.67% through the fiscal year 2022-2023. Revenue and expenses are reflected in the chart below and details of each fund's revenues and expenditures are attached. For example, the Police Department budget and expenditures are combined for two funds in which expenditures are reported (General Fund and Crime Control). The Consolidated Departmental Budget Report does not include capital outlay or debt service expenditures.




| | General Fund - 01 | Water and Sewer Fund - 40 | EDC-04 | Street Maintenance - 14 | CCD-18 | Storm Drainage Fund - 15 |
|---|---|---|---|---|---|---|
| Revenues | $13,409,838 | $6,155,285 | $657,820 | $16,845 | $1,300,529 | $1,094,825 |
| Revenue Budget | $16,248,120 | $9,511,000 | $959,500 | $- | $1,945,000 | $1,482,000 |
| Expenses | $10,236,754 | $6,823,313 | $322,732 | $192,127 | $1,355,169 | $470,436 |
| Expense Budget | $16,444,095 | $9,593,859 | $508,750 | $595,000 | $2,042,650 | $3,521,060 |

## General Fund

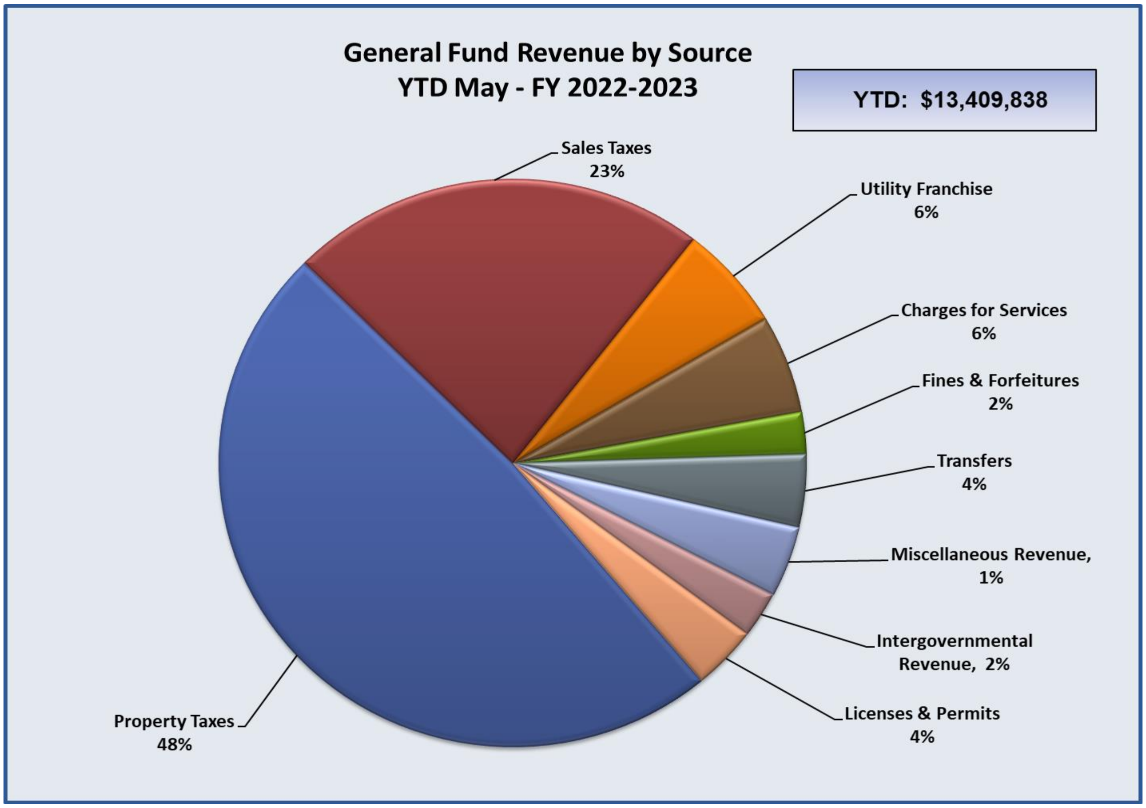
**Revenues –** Year-to-date revenues represent 82.5% of the budget collected, or $13,409,838.

**Property Tax –** As of May 31, 2023, the City has received 99.4% of budgeted property taxes and receipts are in line with expectations. The majority of property tax revenues are received in December and January.

**Utility Franchise Revenue -** The majority of franchise receipts are received on a quarterly basis. The City has received $797,742, or 90.9% in budgeted franchise fee revenues through May 2023. Electric and gas franchise receipts were received in

March.  Increase in franchise fees can be attributed to the Frontier franchise fee changes made in the last quarter of Fiscal Year 2022.

**Licenses and Permits -** License and permit fees are 80.5% of the budget collected with revenue received at $484,636.



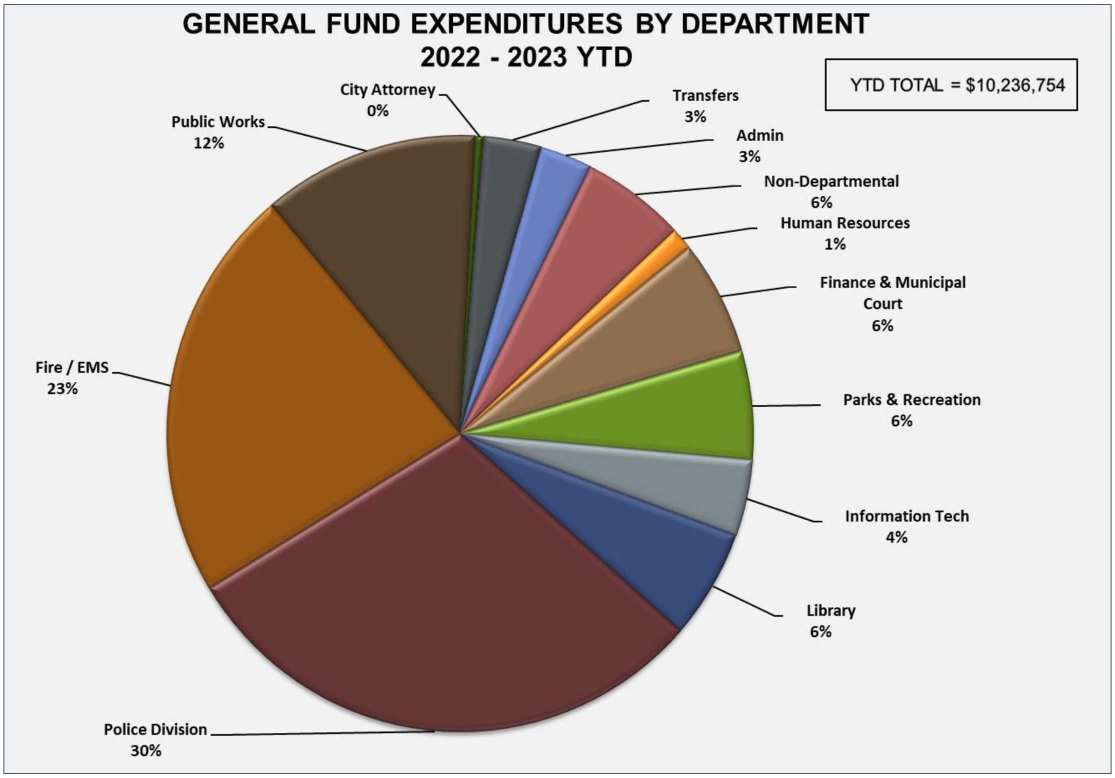

**Charges for Services -** Charges for Services revenues are 71.5% of the budget collected. Charges for services include recreation fees, ambulance services, garbage collection fees and animal adoption fees. This revenue category is up $80,952 or 12.1% in YTD comparison to the same period of prior year.

**Fines and Forfeitures -** Fines and Forfeitures are at 51.1% of budget which is $101,882, or 24% lower than last year's collections. Citations issued are trending lower this fiscal year.

**Miscellaneous Revenue -** Miscellaneous revenues include interest earnings, rental of recreational facilities, bingo, and other revenue.  These receipts total $539,574, which is 143% of budgeted revenues. Miscellaneous revenue YTD is up $222,101 or 70% higher than previous year through the same period due in large part to interest revenue received this fiscal year. Interest income is expected to remain elevated due to the increase in interest yield for the City's investment and money market accounts.

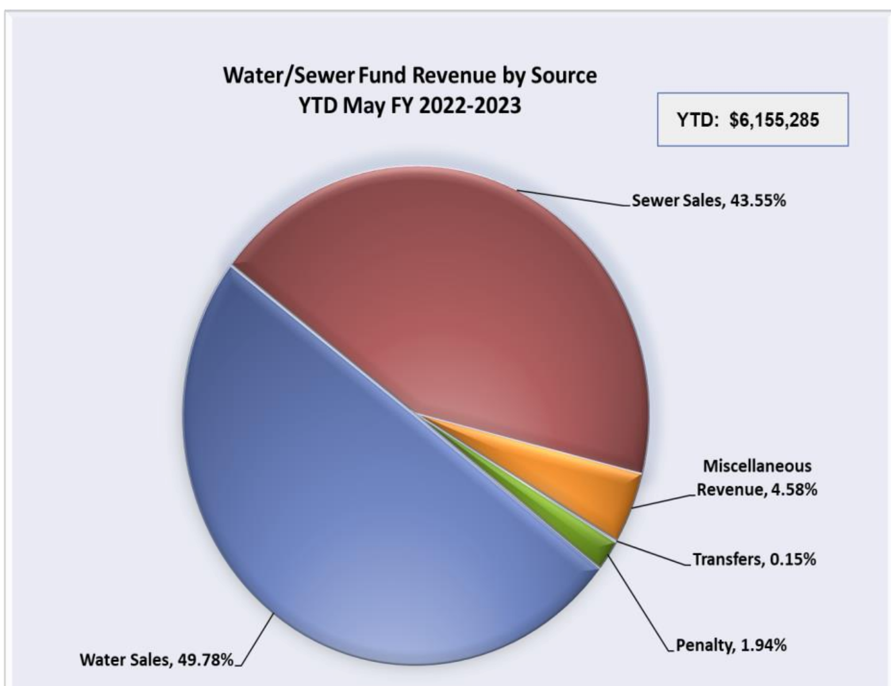
**Intergovernmental Revenue and Transfers -** Intergovernmental Revenue include transfers from other funds for services the general fund provides and payments in lieu of taxes from the enterprise funds. Currently these revenues are on target with Intergovernmental at 70% of budget and Transfers at 67.7% of budget.

**<u>Expenses</u> –** General fund expenses are at 62.3% of budget expended and total $10,236,754 for the year. Expenditures are 15% higher in comparison to the prior year. This is attributable to an increase in transfers to capital projects for street maintenance and increased personnel and operating costs.



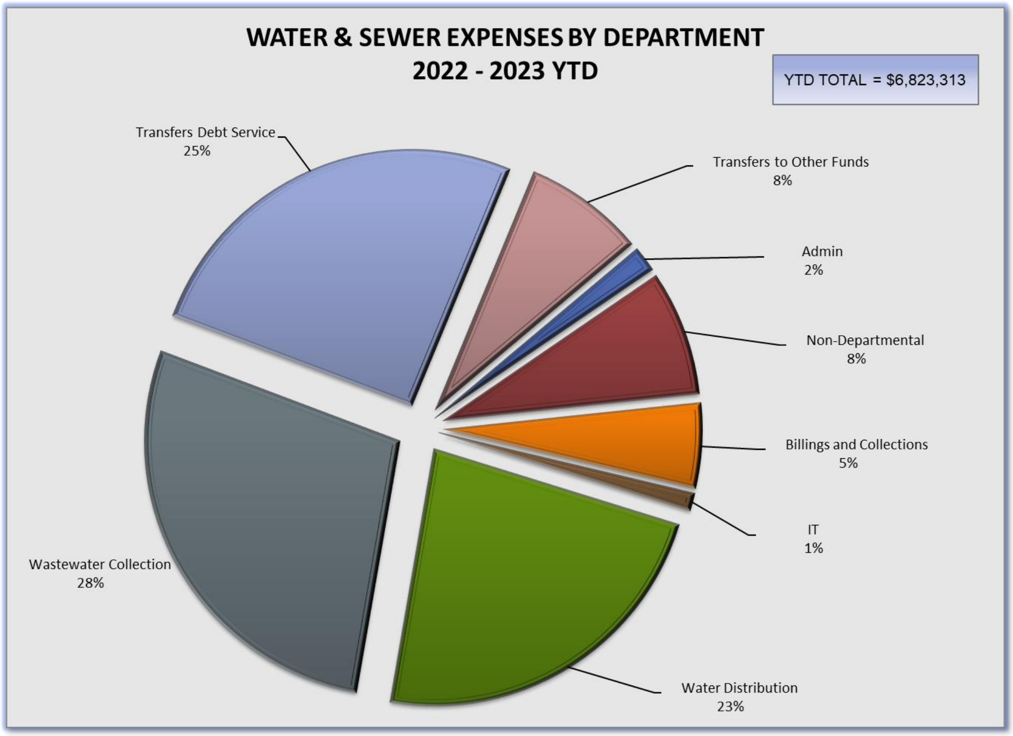

## Water and Sewer Fund

Water and sewer revenues are currently at 64.72% of budgeted revenues through May 2023. Water sales are 62.5% of budgeted revenues and wastewater revenues are at 64.8% of budget. Water consumption varies due to seasonal fluctuations. Water and wastewater revenues are 2.52% lower than prior year through May 2023.



**Miscellaneous Sales and Penalties -** Miscellaneous sales include penalty revenue, EPA revenue, service charges, returned check fees, and damaged/tampering fees. This category of revenue is 68.5% of budget collected.

**Expenses** – Year-to-date expenses in the Water/Sewer fund are 71.1% of budget. Transfers to debt service are at 93.7% of budget due to payments processed February 1, 2023, which make up a significant portion of expenses. The remaining debt service payments are due August 1, 2023. Wastewater treatment costs are trending higher this year by 10.6% due to a higher wastewater volume treated in comparison to last fiscal year and increased rates from Ft. Worth in FY2023.




**Storm Drain Fund** – Revenues are on target and represent 73.9% of budget collected. Expenses are at 13.4% of budget in this fund through May 2023. Capital projects budgeted in FY2022-2023 include Whitley Road and other storm drain improvements.

**Special Revenue Funds**

- **Street Maintenance Fund** expenses are at 32.3% of budget. Projects are being funded using reserves. Interest revenue allocated to this fund totals $16,845 through May 2023.
- **Crime Control and Prevention District** revenues collected are at 66.9% of budget and expenditures are at 66.3% of budget.
- **Economic Development Corporation Fund** has collected 68.6% of sales tax revenues and expenditures are at 63.4% of budget expended through May 2023.

# *Fund Detail Report*

**MAY 2023**

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2023
For the period ending: May 31, 2023 (3rd FY Qtr.)

**GENERAL FUND - 01**

| REVENUE: | ORIGINAL BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| **TAXES** | | | | | | | |
| **AD VALOREM** | 6,512,220 | 6,471,907 | 99.38% | 0.62% | 6,196,035 | 275,872 | 4.45% |
| **Delinquent** | 30,000 | 10,257 | 34.19% | 65.81% | 24,892 | (14,635) | -58.79% |
| **Penalty & Interest** | 29,500 | 30,137 | 102.16% | -2.16% | 25,122 | 5,015 | 19.96% |
| **SALES TAX** | 4,820,000 | 3,098,209 | 64.28% | 35.72% | 3,035,630 | 62,578 | 2.06% |
| **UTILITY FRANCHISE** | 877,500 | 797,742 | 90.91% | 9.09% | 716,082 | 81,660 | 11.40% |
| **LICENSES & PERMITS** | 602,300 | 484,636 | 80.46% | 19.54% | 461,112 | 23,525 | 5.10% |
| **INTERGOVERNMENTAL REVENUE** | 503,000 | 352,051 | 69.99% | 30.01% | 357,997 | (5,946) | -1.66% |
| **CHARGES FOR SERVICES** | 1,047,500 | 749,117 | 71.51% | 28.49% | 668,165 | 80,952 | 12.12% |
| **FINES & FORFEITURES** | 630,600 | 322,112 | 51.08% | 48.92% | 423,994 | (101,882) | -24.03% |
| **MISCELLANEOUS INCOME** | 377,500 | 539,574 | 142.93% | -42.93% | 317,473 | 222,101 | 69.96% |
| **OPERATING TRANSFERS IN** | 818,000 | 554,096 | 67.74% | 32.26% | 551,460 | 2,636 | 0.48% |
| **TOTAL REVENUE** | **$16,248,120** | **$13,409,838** | **82.53%** | **17.47%** | **$12,777,962** | **$631,876** | **4.95%** |
| **ADMINISTRATION** | 478,230 | 293,679 | 61.41% | 38.59% | 189,510 | 104,169 | 54.97% |
| **HUMAN RESOURCES** | 222,600 | 122,519 | 55.04% | 44.96% | 167,904 | (45,385) | -27.03% |
| **BUILDINGS - PW** | 1,042,300 | 566,993 | 54.40% | 45.60% | 440,786 | 126,207 | 28.63% |
| **FINANCE** | 584,810 | 382,477 | 65.40% | 34.60% | 380,872 | 1,605 | 0.42% |
| **MUNICIPAL COURT - FIN** | 424,960 | 256,845 | 60.44% | 39.56% | 229,614 | 27,231 | 11.86% |
| **DEVELOPMENTAL SERVICES - PW** | 223,510 | 136,012 | 60.85% | 39.15% | 98,464 | 37,548 | 38.13% |
| **LIBRARY** | 1,056,400 | 610,574 | 57.80% | 42.20% | 528,655 | 81,919 | 15.50% |
| **PARKS AND RECREATION** | 1,024,740 | 603,344 | 58.88% | 41.12% | 462,753 | 140,591 | 30.38% |
| **POLICE** | 4,673,400 | 3,054,346 | 65.36% | 34.64% | 3,031,172 | 23,174 | 0.76% |
| **FIRE/EMS** | 3,742,380 | 2,309,930 | 61.72% | 38.28% | 1,950,268 | 359,662 | 18.44% |
| **PUBLIC WORKS - STREETS** | 653,380 | 379,011 | 58.01% | 41.99% | 268,527 | 110,485 | 41.14% |
| **FLEET MANAGEMENT - PW** | 324,250 | 138,819 | 42.81% | 57.19% | 109,338 | 29,481 | 26.96% |
| **NON-DEPARTMENTAL** | 782,375 | 588,519 | 75.22% | 24.78% | 483,588 | 104,931 | 21.70% |
| **INFORMATION TECHNOLOGY** | 615,760 | 422,277 | 68.58% | 31.42% | 348,851 | 73,426 | 21.05% |
| **ECONOMIC DEVELOPMENT** | - | - | 0.00% | 0.00% | - | - | 0.00% |
| **CITY ATTORNEY** | 110,000 | 48,073 | 43.70% | 56.30% | 66,775 | (18,702) | -28.01% |
| **TRANSFERS TO OTHER FUNDS** | 485,000 | 323,334 | 66.67% | 33.33% | 143,334 | 180,000 | 125.58% |
| **TOTAL EXPENDITURES** | **$16,444,095** | **$10,236,754** | **62.25%** | **37.75%** | **$8,900,410** | **$1,336,344** | **15.01%** |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **($195,975)** | **$3,173,084** | | | **$3,877,552** | **($704,467)** | |

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2023
For the period ending: May 31, 2023 (3rd FY Qtr.)

**DEBT SERVICE FUND - 03**

| REVENUE: | CURRENT BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| **TAXES** | | | | | | | |
| **AD VALOREM** | 3,400,000 | 3,363,530 | 98.93% | 1.07% | 2,897,970 | 465,560 | 16.07% |
| **Delinquent** | 11,000 | 4,798 | 43.61% | 56.39% | 11,164 | (6,366) | -57.03% |
| **Penalty & Interest** | 11,000 | 13,235 | 120.32% | -20.32% | 10,092 | 3,143 | 31.15% |
| **INTEREST EARNINGS** | 2,000 | 25,244 | 1262.18% | -1162.18% | 1,277 | 23,967 | 1876.70% |
| **OTHER FINANCING SOURCES** | - | 0 | - | - | 0 | 0 | - |
| **OPERATING TRANSFERS IN** | 153,200 | 102,133 | 66.67% | 33.33% | 98,052 | 4,082 | 4.16% |
| **TOTAL REVENUE** | **$3,577,200** | **$3,508,940** | **98.09%** | **1.91%** | **$3,018,554** | **$490,385** | **16.25%** |
| **Contractual & Sundry** | 3,617,348 | **3,286,548** | 90.86% | 9.14% | **2,845,451** | 441,097 | 0.00% |
| **TOTAL EXPENDITURES** | **$3,617,348** | **$3,286,548** | **90.86%** | **9.14%** | **2,845,451** | **$441,097** | **0.00%** |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **($40,148)** | **$222,391** | | | **$173,103** | **$49,289** | |

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2023
For the period ending: May 31, 2023 (3rd FY Qtr.)

**WATER & SEWER - 40**

| REVENUE: | CURRENT BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| WATER SALES | 4,900,000 | 3,063,981 | 62.53% | 37.47% | 3,179,624 | (115,643) | -3.64% |
| SEWER SALES | 4,140,000 | 2,680,761 | 64.75% | 35.25% | 2,713,594 | (32,833) | -1.21% |
| MISCELLANEOUS | 276,000 | 189,145 | 68.53% | 31.47% | 186,603 | 2,542 | 1.36% |
| PENALTY | 175,000 | 119,533 | 68.30% | 31.70% | 112,837 | 6,696 | 5.93% |
| INTEREST | 10,000 | 75,803 | 758.03% | -658.03% | 5,550 | 70,253 | 1265.86% |
| TRANSFERS | 10,000 | 8,986 | 89.86% | 10.14% | 611 | 8,376 | 1371.71% |
| TAP FEES | - | 17,075 | - | - | 1,825 | 15,250 | 0.00% |
| SALE OF ASSETS | - | - | - | - | - | - | - |
| **TOTAL REVENUE** | **$9,511,000** | **$6,155,285** | **64.72%** | **35.28%** | **$6,200,643** | **($45,358)** | **-0.73%** |
| ADMINISTRATIVE | 170,100 | 107,826 | 63.39% | 36.61% | 88,679 | 19,146 | 21.59% |
| NON-DEPARTMENTAL | 745,280 | 537,661 | 72.14% | 27.86% | 500,075 | 37,587 | 7.52% |
| BILLING & COLLECTIONS | 585,760 | 363,191 | 62.00% | 38.00% | 326,892 | 36,299 | 11.10% |
| MGT. INFO SYSTEMS | 112,990 | 74,655 | 66.07% | 33.93% | 53,975 | 20,681 | 38.32% |
| WATER DISTRIBUTION | 2,818,615 | 1,567,188 | 55.60% | 44.40% | 1,629,679 | (62,491) | -3.83% |
| WASTEWATER COLLECTION | 2,745,114 | 1,909,736 | 69.57% | 30.43% | 1,726,890 | 182,846 | 10.59% |
| TRANSFERS | 2,416,000 | 2,263,056 | 93.67% | 6.33% | 2,238,101 | 24,954 | 1.11% |
| **TOTAL EXPENDITURES** | **9,593,859** | **6,823,313** | **71.12%** | **28.88%** | **6,564,292** | **$259,021** | **3.95%** |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **($82,859)** | **($668,028)** | | | **($363,649)** | **($304,380)** | |

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2023
For the period ending: May 31, 2023 (3rd FY Qtr.)

STORM DRAIN FUND - 15

| REVENUE: | CURRENT BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| USERS FEE | 1,480,000 | 988,577 | 66.80% | 33.20% | 986,308 | 2,269 | 0.23% |
| OTHER REVENUE | - | - | - | - | - | - | - |
| INTEREST INCOME | 2,000 | 106,248 | 5312.40% | -5212.40% | 5,141 | 101,107 | 1966.70% |
| TOTAL REVENUE | $1,482,000 | $1,094,825 | 73.87% | 26.13% | $991,448 | $103,376 | 10.43% |
| PERSONNEL | 468,500 | 256,239 | 54.69% | 45.31% | $227,882 | 28,357 | 12.44% |
| SUPPLIES | 37,400 | 9,935 | 26.57% | 73.44% | $10,626 | (690) | -6.50% |
| MAINTENANCE | 37,000 | 12,665 | 34.23% | 65.77% | $1,784 | 10,881 | 610.09% |
| CONTRACTUAL & SUNDRY | 198,500 | 131,070 | 66.03% | 33.97% | $96,054 | 35,016 | 36.45% |
| CAPITAL | 2,706,160 | 11,098 | 0.41% | 99.59% | $164,533 | (153,434) | -93.25% |
| TRANSFERS TO OTHER FUNDS | 73,500 | 49,428 | 67.25% | 32.75% | $49,328 | 100 | 0.20% |
| TOTAL EXPENDITURES | $3,521,060 | $470,436 | 13.36% | 86.64% | $550,206 | ($79,770) | -14.50% |
| EXCESS REVENUE OVER (UNDER) EXPENDITURES | ($2,039,060) | $624,389 | | | $441,242 | $183,146 | |

**CITY OF WATAUGA**
**BUDGET TO ACTUAL COMPARISON**
**FISCAL YEAR 2023**
**For the period ending: May 31, 2023 (3rd FY Qtr.)**

**CRIME CONTROL DISTRICT - 18**

| REVENUE: | ORIGINAL BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| SALES TAX | 1,875,000 | 1,231,419 | 65.68% | 34.32% | 1,193,431 | 37,988 | 3.18% |
| INTEREST EARNING/OTHER | 70,000 | 69,110 | 98.73% | 1.27% | 66,005 | 3,105 | 4.70% |
| TRANSFERS | - | - | - | - | - | - | - |
| **TOTAL REVENUE** | **$1,945,000** | **$1,300,529** | **66.87%** | **33.13%** | **$1,259,436** | **$41,093** | **3.26%** |
| | | | | | | | |
| PERSONNEL SERVICES | 1,204,800 | 763,121 | 63.34% | 36.66% | $687,246 | 75,875 | 11.04% |
| SUPPLIES | 175,600 | 81,050 | 46.16% | 53.84% | $94,791 | (13,742) | -14.50% |
| MAINTENANCE | 264,200 | 208,838 | 79.05% | 20.95% | $99,628 | 109,210 | 109.62% |
| CONTRACTUAL & SUNDRY | 209,800 | 136,123 | 64.88% | 35.12% | $129,529 | 6,594 | 5.09% |
| TRANSFERS | 38,000 | 24,628 | 64.81% | 35.19% | $23,596 | 1,032 | 4.37% |
| CAPITAL OUTLAY | 150,250 | 141,409 | 0.00% | 0.00% | $0 | 141,409 | 0.00% |
| **TOTAL EXPENDITURES** | **2,042,650** | **1,355,169** | **66.34%** | **33.66%** | **$1,034,791** | **$320,378** | **30.96%** |
| | | | | | | | |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **($97,650)** | **($54,640)** | | | **$224,645** | **($279,285)** | |

CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2023
For the period ending May 31, 2023 (3rd FY Qtr.)

STREET MAINTENANCE FUND - 14

| REVENUE: | ORIGINAL BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| SALES TAX | - | - | - | - | - | - | - |
| INTEREST EARNINGS | - | 16,845 | 0.00% | 0.00% | 1,706 | 15,139 | 887.53% |
| INTEREST/ESCROW | - | - | - | - | - | - | - |
| CONTRIBUTIONS/OTHER | - | - | - | - | - | - | - |
| **TOTAL REVENUE** | **$0** | **$16,845** | **0.00%** | **0.00%** | **1,706** | **$15,139** | **887.53%** |
| MAINTENANCE | 185,000 | 50,817 | 27.47% | 72.53% | 48,675 | 2,142 | 4.40% |
| CONTRACTUAL & SUNDRY | 10,000 | 3,665 | 36.65% | 63.35% | 2,075 | 1,590 | 76.63% |
| CAPITAL OUTLAY | 400,000 | 137,645 | 34.41% | 65.59% | 582,159 | (444,514) | -76.36% |
| **TOTAL EXPENDITURES** | **$595,000** | **$192,127** | **32.29%** | **67.71%** | **$632,909** | **($440,782)** | **-69.64%** |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **($595,000)** | **($175,283)** | | | **-$631,203** | **$455,921** | |

**CITY OF WATAUGA**
**BUDGET TO ACTUAL COMPARISON**
**FISCAL YEAR 2023**
**For the period ending: May 31, 2023 (3rd FY Qtr.)**

**WATAUGA ECONOMIC DEVELOPMENT CORP - 04**

| REVENUE: | CURRENT BUDGET | 5/31/2023 YTD ACTUAL | % USED | % REMAINING | 5/31/2022 YTD ACTUAL | $ CHG 23 vs 22 | % CHG 23 vs 22 |
|---|---|---|---|---|---|---|---|
| SALES TAX | 952,000 | 614,120 | 64.51% | 35.49% | 601,619 | 12,500 | 2.08% |
| INTEREST EARNINGS | 2,500 | 42,201 | 1688.03% | -1588.03% | 2,492 | 39,709 | 1593.44% |
| INTEREST/ESCROW | - | - | - | - | - | - | - |
| CONTRIBUTIONS/OTHER | 5,000 | 1,500 | 30.00% | 70.00% | - | 1,500.00 | - |
| **TOTAL REVENUE** | **$959,500** | **$657,820** | **68.56%** | **31.44%** | **$604,111** | **$53,709** | **8.89%** |
| PERSONNEL SERVICES | - | - | 0.00% | 0.00% | - | - | 0.00% |
| NON-DEPARTMENTAL | - | - | 0.00% | 0.00% | - | - | 0.00% |
| SUPPLIES | 900 | - | 0.00% | 100.00% | (13) | 13 | 0.00% |
| MAINTENANCE | 2,000 | - | 0.00% | 100.00% | - | - | 0.00% |
| CONTRACTUAL & SUNDRY | 84,950 | 42,932 | 50.54% | 49.46% | 56,399 | (13,468) | -23.88% |
| TRANSFERS | 419,700 | 279,800 | 66.67% | 33.33% | 267,918 | 11,882 | 4.43% |
| CAPITAL OUTLAY | 1,200 | - | 0.00% | 100.00% | - | - | 0.00% |
| **TOTAL EXPENDITURES** | **$508,750** | **$322,732** | **63.44%** | **36.56%** | **$324,305** | **($1,573)** | **-0.49%** |
| **EXCESS REVENUE OVER (UNDER) EXPENDITURES** | **$450,750** | **$335,089** | | | **$279,806** | **$55,282** | |

# *DEPARTMENTAL CONSOLIDATED REPORT*

## MAY 2023

## Group Summary

| Department | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Encumbrances | Variance Favorable (Unfavorable) | Percent Remaining |
|---|---|---|---|---|---|---|---|
| 010 - CITY SECRETARY OFFICE | 369050.00 | 369,050.00 | 27,109.26 | 228,876.82 | 1,870.73 | 138,302.45 | 37.48 % |
| 011 - HUMAN RESOURCES | 222600.00 | 222,600.00 | 14,312.20 | 122,519.25 | 23,961.69 | 76,119.06 | 34.20 % |
| 013 - DEVELOPMENT SERVICES DIVISION | 223510.00 | 223,510.00 | 15,034.50 | 136,012.04 | 1,796.57 | 85,701.39 | 38.34 % |
| 015 - CITY MANAGER | 279280.00 | 279,280.00 | 21,116.48 | 172,628.27 | 75.00 | 106,576.73 | 38.16 % |
| 016 - BUSINESS RETENTION/EDC | 8650.00 | 8,650.00 | 119.10 | 3,028.94 | 355.48 | 5,265.58 | 60.87 % |
| 017 - BUSINESS ATTRACTION/EDC | 24200.00 | 24,200.00 | 25.00 | 20,875.00 | 0.00 | 3,325.00 | 13.74 % |
| 018 - GENERAL ADMINISTRATION/EDC | 56200.00 | 56,200.00 | 271.18 | 19,027.92 | 1,200.00 | 35,972.08 | 64.01 % |
| 020 - NON-DEPARTMENTAL | 1647760.00 | 1,647,760.00 | 84,833.01 | 1,192,407.10 | 11,323.99 | 444,028.91 | 26.95 % |
| 021 - CITY ATTORNEY | 110000.00 | 110,000.00 | 10,069.78 | 48,072.78 | 0.00 | 61,927.22 | 56.30 % |
| 030 - MUNICIPAL COURT DIVISION | 424960.00 | 424,960.00 | 30,856.96 | 256,845.27 | 600.00 | 167,514.73 | 39.42 % |
| 040 - FINANCE | 668520.00 | 668,520.00 | 28,699.01 | 411,286.27 | 11,667.85 | 245,565.88 | 36.73 % |
| 045 - BILLING & COLLECTIONS | 585760.00 | 585,760.00 | 46,739.43 | 363,190.58 | 800.00 | 221,769.42 | 37.86 % |
| 050 - INFORMATION TECHNOLOGY | 728750.00 | 728,750.00 | 38,881.72 | 496,932.23 | 7,983.97 | 223,833.80 | 30.71 % |
| 060 - LIBRARY | 1066400.00 | 1,066,400.00 | 76,478.82 | 610,574.39 | 53,679.75 | 402,145.86 | 37.71 % |
| 070 - RECREATION | 395710.00 | 395,710.00 | 44,186.04 | 250,356.76 | 6,681.44 | 138,671.80 | 35.04 % |
| 075 - PARKS DEPARTMENT | 629030.00 | 629,030.00 | 59,495.37 | 352,986.74 | 104,084.53 | 171,958.73 | 27.34 % |
| 080 - POLICE | 6678050.00 | 6,678,050.00 | 405,535.00 | 4,384,887.28 | 63,604.68 | 2,229,558.04 | 33.39 % |
| 085 - FIRE/MIS | 3805980.00 | 3,805,980.00 | 294,642.86 | 2,385,131.28 | 53,408.96 | 1,367,439.76 | 35.93 % |
| 090 - PUBLIC WORKS | 1282800.00 | 1,282,800.00 | 72,233.61 | 714,572.77 | 145,648.80 | 422,578.43 | 32.94 % |
| 093 - WATER DISTRIBUTION | 2818615.00 | 2,818,615.00 | 209,662.12 | 1,567,188.35 | 23,365.50 | 1,228,061.15 | 43.57 % |
| 094 - WASTEWATER COLLECTION | 2745114.00 | 2,745,114.00 | 252,013.08 | 1,909,736.20 | 7,641.16 | 827,736.64 | 30.15 % |
| 097 - FLEET MAINTENANCE | 324250.00 | 324,250.00 | 1,559.61 | 138,819.35 | 36,444.97 | 148,985.68 | 45.95 % |
| 098 - BUILDING MAINTENANCE | 1042300.00 | 1,042,300.00 | 60,419.45 | 566,993.01 | 34,435.74 | 440,871.25 | 42.30 % |
| **Report Total:** | **26,137,489.00** | **26,137,489.00** | **1,794,293.59** | **16,352,948.60** | **590,630.81** | **9,193,909.59** | **35.18 %** |

# AGENDA MEMORANDUM

**DATE:** July 2, 2023

**TO:** Honorable City Council Members

**FROM:** Sandra Gibson, Director of Finance

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action on setting a Public Hearing Date for the Crime Control and Prevention District FY2023-2024 Proposed Budget to allow for citizen input at 6:30 p.m. on August 14, 2023 and setting the budget adoption date for August 28, 2023

---

## BACKGROUND/INFORMATION:

The Watauga Crime Control and Prevention District (WCCPD) Board held the required Public Hearing on June 19, 2023 to allow for citizen input on the FY2023-2024 Proposed Budget in accordance with Local Government Code, Sec. 363.204(a).

As required by Local Government Code, Sec. 363.204(d) and 363.204(e) the WCCPD Board took action on approval and adoption of the Watauga Crime Control and Prevention District Budget and provided approval to submit to City Council.

After the budget is accepted by City Council, a public hearing must be held not later than the 45th day before the date the fiscal year begins per Sec. 363.205(a). In order to meet this requirement, the Board should set the public hearing date for August 14, 2023. In addition, the governing Body must publish notice of the hearing not later than the 10th day before the date of the hearing.

Additionally, per Section 363.205(d) of the Local Government Code; the budget shall be adopted not later than the 30th day before the fiscal year begins. In order to meet this requirement, the date for budget adoption should be set for August 28, 2023.

## FINANCIAL IMPLICATIONS:

N/A

## RECOMMENDATION/ACTION DESIRED:

Staff recommends that City Council set the public hearing date for August 14, 2023 and the budget adoption date be set for August 28, 2023 to meet the requirements outlined in Section 363.205 of the Local Government Code

## ATTACHMENTS/ SUPPORTING DOCUMENTATION:

# AGENDA MEMORANDUM

None

**REVIEWED BY:**

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 7/3/2023 |
| David Berman, City Attorney | Approved - 7/3/2023 |
| Joshua Jones, City Manager | Approved - 7/5/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/5/2023 |

*Approved as to form for inclusion on Agenda*

# AGENDA MEMORANDUM

**DATE:** July 3, 2023

**TO:** Honorable City Council Members

**FROM:** Juliet Rodriguez, Human Resources and Civil Service Director

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action to approve an ordinance to adopt the changes to the Fiscal Year 2022-23 Classification Plan for the Fire Department

---

## BACKGROUND/INFORMATION:

Policy 6.06 of the Personnel, Administration and Financial, Policies and Procedures Manual requires that the Human Resources Department maintain the City's classification plan. The Fire Department and City Administration respectfully request approval to revise the classification plan for the Fire Department's Grade CS1 from the position of Firefighter/EMT with an annual pay of $68,104 (Step 7 only) to the position of Firefighter Recruit with an annual pay of $57,000 (Step 1 only). This revision allows the city to hire Firefighter Recruits who are not yet dual certified at a lesser salary of $57,000 instead of the $65,597 Firefighter/Paramedic starting pay.

Firefighter recruits will stay in the grade CS1, Step 1 pay until their dual certifications are completed. After they obtain dual certifications, they will move into Grade CS2, Firefighter/Parademic Step 1. The Civil Service Commission held a meeting on Tuesday, June 27, 2023 and approved adding the Firefighter Recruit title to the local rules. The number of positions will not be impacted by this change nor will there be a cost to the city for this revision.

## FINANCIAL IMPLICATIONS:

Savings of $8,597 annually for each Firefighter Recruit candidate hired without dual certification.

## RECOMMENDATION/ACTION DESIRED:

City Administration respectfully requests that City Council approve this ordinance to adopt the revised FY 2022-23 Classification Plan for the Fire Department.

## ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. FIRE Pay Plan Revised 10.01.22
2. Fire Pay Plan Revised 07.11.23 Redline PDF Exhibit A
3. FY 2022-23 Revised Fire Classification Plan Ordinance

# AGENDA MEMORANDUM

**REVIEWED BY:**

| | |
|---|---|
| Juliet Rodriguez, Human Resources and Civil Service Director | Approved - 7/3/2023 |
| David Berman, City Attorney | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

CITY OF WATAUGA, TEXAS
STEP PLAN - FIRE DEPARTMENT

| JOB CODE | POSITION | FLSA | PAY FREQUENCY | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 |
|---|---|---|---|---|---|---|---|---|---|---|
| **GRADE: CS1** | | | | | | | | | | |
| FD 06-107 | Firefighter/EMT | NE | Annual | | | | | | | $68,104 |
| | | | Monthly | | | | | | | $5,675 |
| | | | Hourly (2080) | | | | | | | $32.7421 |
| | | | Hourly (2223) | | | | | | | $30.6359 |
| | | | Hourly (2920) | | | | | | | $23.3232 |
| **GRADE: CS2** | | | | | | | | | | |
| FD 06-105 | Firefighter/Paramedic | NE | Annual | $65,597 | $67,564 | $69,591 | $71,679 | $73,830 | $76,044 | $78,326 |
| | | | Monthly | $5,466 | $5,630 | $5,799 | $5,973 | $6,152 | $6,337 | $6,527 |
| | | | Hourly (2080) | $31.5368 | $32.4829 | $33.4574 | $34.4611 | $35.4950 | $36.5598 | $37.6566 |
| | | | Hourly (2920) | $22.4646 | $23.1385 | $23.8327 | $24.5477 | $25.2841 | $26.0426 | $26.8239 |
| **GRADE: CS3** | | | | | | | | | | |
| FD 06-109 | Driver/Engineer | NE | Annual | $82,242 | $84,709 | $87,251 | $89,868 | | | |
| | | | Monthly | $6,854 | $7,059 | $7,271 | $7,489 | | | |
| | | | Hourly (2080) | $39.5394 | $40.7256 | $41.9474 | $43.2058 | | | |
| | | | Hourly (2920) | $28.1651 | $29.0100 | $29.8803 | $30.7767 | | | |
| **GRADE: CS4** | | | | | | | | | | |
| FD 06-104 | Fire Lieutenant | NE | Annual | $94,362 | $97,193 | $100,109 | $103,112 | | | |
| | | | Monthly | $7,863 | $8,099 | $8,342 | $8,593 | | | |
| | | | Hourly (2080) | $45.3662 | $46.7272 | $48.1293 | $49.5732 | | | |
| | | | Hourly (2920) | $32.3157 | $33.2851 | $34.2839 | $35.3124 | | | |
| **GRADE: CS4** | | | | | | | | | | |
| FD 06-102 | Battalion Chief | NE | Annual | $108,267 | $111,515 | $114,860 | $118,306 | | | |
| | Fire Marshal | | Monthly | $9,022 | $9,293 | $9,572 | $9,859 | | | |
| | | | Hourly (2080) | $52.0514 | $53.6130 | $55.2214 | $56.8780 | | | |
| | | | Hourly (2920) | $37.0777 | $38.1901 | $39.3358 | $40.5158 | | | |

**CITY OF WATAUGA, TEXAS**
**STEP PLAN - FIRE DEPARTMENT**

| JOB CODE | POSITION | FLSA | PAY FREQUENCY | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | PAY STEPS | | | | | | |
| **GRADE: CS1** | | | | | | | | | | |
| FD-06-~~107~~ 112 | Firefighter ~~EMT~~ Recruit | NE | Annual | $57,000 | | | | | | ~~$68,104~~ |
| | | | Monthly | $4,750 | | | | | | ~~$5,675~~ |
| | | | Hourly (2080) | $27.4038 | | | | | | ~~$32.7421~~ |
| | | | Hourly (2223) | $25.6410 | | | | | | ~~$30.6359~~ |
| | | | Hourly (2920) | $19.5205 | | | | | | ~~$23.3232~~ |
| **GRADE: CS2** | | | | | | | | | | |
| FD 06-105 | Firefighter/Paramedic | NE | Annual | $65,597 | $67,564 | $69,591 | $71,679 | $73,830 | $76,044 | $78,326 |
| | | | Monthly | $5,466 | $5,630 | $5,799 | $5,973 | $6,152 | $6,337 | $6,527 |
| | | | Hourly (2080) | $31.5368 | $32.4829 | $33.4574 | $34.4611 | $35.4950 | $36.5598 | $37.6566 |
| | | | Hourly (2920) | $22.4646 | $23.1385 | $23.8327 | $24.5477 | $25.2841 | $26.0426 | $26.8239 |
| **GRADE: CS3** | | | | | | | | | | |
| FD 06-109 | Driver/Engineer | NE | Annual | $82,242 | $84,709 | $87,251 | $89,868 | | | |
| | | | Monthly | $6,854 | $7,059 | $7,271 | $7,489 | | | |
| | | | Hourly (2080) | $39.5394 | $40.7256 | $41.9474 | $43.2058 | | | |
| | | | Hourly (2920) | $28.1651 | $29.0100 | $29.8803 | $30.7767 | | | |
| **GRADE: CS4** | | | | | | | | | | |
| FD 06-104 | Fire Lieutenant | NE | Annual | $94,362 | $97,193 | $100,109 | $103,112 | | | |
| | | | Monthly | $7,863 | $8,099 | $8,342 | $8,593 | | | |
| | | | Hourly (2080) | $45.3662 | $46.7272 | $48.1293 | $49.5732 | | | |
| | | | Hourly (2920) | $32.3157 | $33.2851 | $34.2839 | $35.3124 | | | |
| **GRADE: CS4** | | | | | | | | | | |
| FD 06-102 | Battalion Chief | NE | Annual | $108,267 | $111,515 | $114,860 | $118,306 | | | |
| | Fire Marshal | | Monthly | $9,022 | $9,293 | $9,572 | $9,859 | | | |
| | | | Hourly (2080) | $52.0514 | $53.6130 | $55.2214 | $56.8780 | | | |
| | | | Hourly (2920) | $37.0777 | $38.1901 | $39.3358 | $40.5158 | | | |

Firefighters are not covered under Civil Service until one year of service following dual certification: both Basic Firefighter Certification and Paramedic License.

**CITY OF WATAUGA, TEXAS**
**ORDINANCE NO. 2023 -_____**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AMENDING THE FISCAL YEAR 2022-2023 CLASSIFICATION PLAN FOR THE CITY'S FIRE DEPARTMENT EFFECTIVE JULY 11, 2023; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Article III, Section 3.07(m) of the Home Rule Charter of the City of Watauga, Texas (hereinafter "the City") provides that the City Council fix the salaries and compensation of the city officers and employees, and establish qualifications, rules and standards of and for all employees of the City; and

WHEREAS, Policy 6.06, Position Classification and Evaluation of the Watauga Personnel, Administration and Financial Policies and Procedures Manual provides that the Classification Plan shall be approved by the City Council, as amended; and

WHEREAS, the Classification Plan provides for the classifications and positions of employees in, among others, the City's Fire Department; and

WHEREAS, the City Council finds and determines that the current Fiscal Year 2022-23 Classification Plan, approved by City Council with the FY 2022-23 budget, should be amended and revised as provided for hereinafter.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AS FOLLOWS:

I.

The City Council of the City of Watauga hereby finds that the statements set forth in the recitals of this Ordinance are true and correct and hereby incorporates such recitals as a part of this Ordinance.

II.

The City's Fiscal Year 2022-2023 Classification Plan, pertaining to the Fire Department, be and is hereby amended to create and establish the job classification of Firefighter Recruit (FD 06-112), as set forth in Exhibit "A," attached hereto and incorporated by reference, and the Classification plan as amended herein be and is hereby adopted.

III.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinances are hereby repealed.

IV.

If any section, subsection, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of the Ordinance.

V.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the ___

day of _______________, 2023.

APPROVED:

___________________________
ARTHUR L, MINER, Mayor

ATTEST:

__________________________________
LINDA PROSKEY, City Secretary

APPROVED AS TO FORM AND LEGALITY:

__________________________________
DAVID M. BERMAN, City Attorney

WATAUGA
TEXAS
"A GREAT PLACE TO LIVE"

# AGENDA MEMORANDUM

**DATE:** June 28, 2023

**TO:** Honorable City Council Members

**FROM:** Timothy Hamilton, Parks and Recreation Director

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action for approval of replacement playground equipment purchase and installation for Capp Smith, Hillview,and Indian Springs Parks with Playground Solutions of Texas in an amount not to exceed $181,522.

---

## BACKGROUND/INFORMATION:

In the Capital Improvement Plan, various playgrounds were identified for replacement. Proposals were obtained from Playground Solutions of Texas in the amount of $73,962.19 for Hillview Park, $96,354.29 Indian Springs Park, and $11,205.18 Capp Smith Park utilizing Buyboard Cooperative Contract # 679-22. Multiple design proposals for Hillview & Indian Springs Parks were presented at the May 2, 2023 Parks Advisory Board meeting, and the ones before you were the designs that the Parks Advisory Board selected. The Capp Smith Park replacement is the swingset near the Starnes Rd. entrance to the park and does not require a specialized design. All of these playground designs and purchases are compliant with current standards which were last updated in 2021.

The City of Watauga is a member of Buyboard and per authority granted by Local Government Code Section 271.102 and Texas Government Code Chapter 791, government entities may utilize cooperative purchasing between local government entities and cooperative purchasing organizations. The code is designed to allow government entities to utilize contracts for products and services that have already gone through the bid process, thereby meeting all state and local purchasing laws and requirements. The City of Watauga, as a member, may utilize contracts offered through the purchasing cooperatives, thus enhancing the purchasing power and reducing costs and work hours.

## FINANCIAL IMPLICATIONS:

Funds for these projects are available through 2022 Certificate of Obligations

## RECOMMENDATION/ACTION DESIRED:

# AGENDA MEMORANDUM

Staff recommends approval of the playground equipment purchase and installation with Playground Solutions of Texas for Hillview, Indian Springs, and Capp Smith Parks in an amount not to exceed $181,522 as presented.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. rendering - Hillview Park
2. Hillview Park A - $73,962.19
3. rendering - Indian Springs Park
4. Indian Springs Park A - $96,354.29
5. Playground Solutions of Texas quote - Capp Smith Park
6. Playground Solutions 1295 Form

**REVIEWED BY:**

| | |
|---|---|
| Timothy Hamilton, Parks and Recreation Director | Approved - 7/4/2023 |
| Deby Woodard, Assistant Director of Finance | Approved - 7/5/2023 |
| Sandra Gibson, Director of Finance | Approved - 7/5/2023 |
| David Berman, City Attorney | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

PLAYGROUND SOLUTIONS OF TEXAS

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23046ST-A

# HILLVIEW PARK

WATAUGU, TX

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

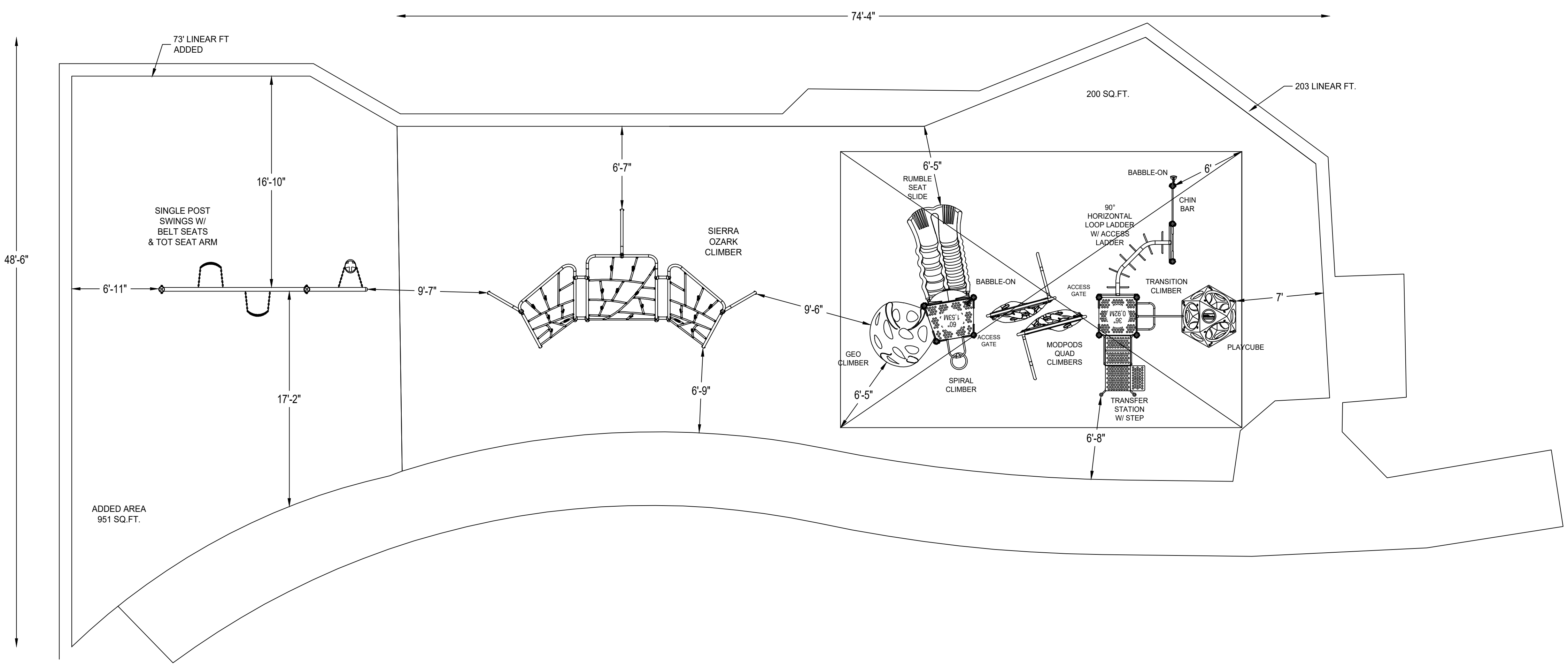
PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23046ST-A

# HILLVIEW PARK

WATAUGU, TX

PLAYGROUND SOLUTIONS OF TEXAS




*PLAYGROUND SUPERVISION REQUIRED

PLAYWORLD®

PLAYGROUND SOLUTIONS OF TEXAS. INC

EQUIPMENT SIZE:

USE ZONE:
**SEE DRAWING**

| AREA: | PERIMETER: |
|---|---|
| **2951** | **274 Ft.** |

FALL HEIGHT:
**8 Ft.**

| USER CAPACITY: | AGE GROUP: |
|---|---|
| **52** | **5-12** |

✓ ASTM F1487-21
✓ CPSC #325

| PROJECT NO: | SCALE: |
|---|---|
| **23046ST-A** | **3/32"=1'-0"** |
| DRAWN BY: **TRAVIS MILLER** | Paper Size **B** |
| DATE: **5/30/23** | |

# HILLVIEW PARK
WATAUGA, TX

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**

City of Watauga - Hillview Park
7105 Whitley Road
Watauga, TX 76148

**Ship To**

Walk in the Park
City of Watauga - Hillview Park
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| **Estimate #** | 230537 |
| **Date** | 6/30/2023 |
| **Exp Date** | 7/30/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230537 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| BuyBoard | BUYBOARD CONTRACT NO.679-22 EFFECTIVE 10/1/2022 - 9/30/2025 | | 0.00 | 0.00 |
| | | | | |
| 350-1970 | CHALLENGER ***SPRING SALES STRUCTURE*** ***FREE SHIPPING*** | 1 | 31,842.00 | 31,842.00 |
| ZZXX0461 | OZARK SUMMIT CLIMBER | 1 | 8,049.00 | 8,049.00 |
| SWING SP-... | SINGLE POST SWING w/ TODDLER BEAM | 1 | 2,897.00 | 2,897.00 |
| | | | | |
| FIBER | ENGINEER WOOD FIBER | 50 | 24.00 | 1,200.00 |
| GEOFABRIC | GEOFABRIC | 2,400 | 0.20 | 480.00 |
| | | | | |
| DISCOUNT... | DISCOUNTS GIVEN | -1 | 6,038.60 | -6,038.60 |
| SHIPPING | SHIPPING | 1 | 2,695.29 | 2,695.29 |
| | | | | |

**ACCEPTED BY:** ______________________

**ACCEPTED DATE:**____________________

**Subtotal**

**Sales Tax (0.0%)**

**TOTAL**

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**
City of Watauga - Hillview Park
7105 Whitley Road
Watauga, TX 76148

**Ship To**
Walk in the Park
City of Watauga - Hillview Park
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| **Estimate #** | 230537 |
| **Date** | 6/30/2023 |
| **Exp Date** | 7/30/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230537 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| INSTALLATI... | REMOVAL & INSTALLATION<br>INCLUDES:<br>CONCRETE CURB<br>EXCAVATE 951 sq ft 15" DEEP<br>HAUL OF SOIL<br>DRAINAGE ROCK<br>INSTALL 13YARD OF DRAINAGE<br>ROCK 3" DEEP FRENCH DRAIN<br>EQUIPMENT | 1 | 32,837.50 | 32,837.50 |
| INSTALLATI... | INSTALLATION TERMS Acceptance of this proposal includes acceptance of attached Terms and Conditions Form ITCAC 02/24/2020. | | 0.00 | 0.00 |

**ACCEPTED BY:** ______________________

**ACCEPTED DATE:**___________________

**Subtotal**

**Sales Tax (0.0%)**

**TOTAL**

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**

City of Watauga - Hillview Park
7105 Whitley Road
Watauga, TX 76148

**Ship To**

Walk in the Park
City of Watauga - Hillview Park
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| Estimate # | 230537 |
| Date | 6/30/2023 |
| Exp Date | 7/30/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230537 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| PRICING N... | DUE TO SUPPLY CHAIN PRICE INCREASES ALL PSTXI QUOTES CAN ONLY BE HONORED TO THE EXPIRATION DATE LISTED ABOVE. WE WILL RE-QUOTE UPON REQUEST AND MAKE EVERY EFFORT TO STAY AS CLOSE TO ORIGINAL QUOTED PRICING. PSTXI APPRECIATES YOUR UNDERSTANDING AND YOUR BUSINESS. | | 0.00 | 0.00 |

**ACCEPTED BY:** ______________________

**ACCEPTED DATE:**____________________

| | |
|---|---|
| **Subtotal** | $73,962.19 |
| **Sales Tax (0.0%)** | $0.00 |
| **TOTAL** | $73,962.19 |

STEVE THOMPSON
23025ST-A

# INDIAN SPRINGS PARK

WATAUGA TX

PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23025ST-A

# INDIAN SPRINGS PARK

WATAUGA, TX

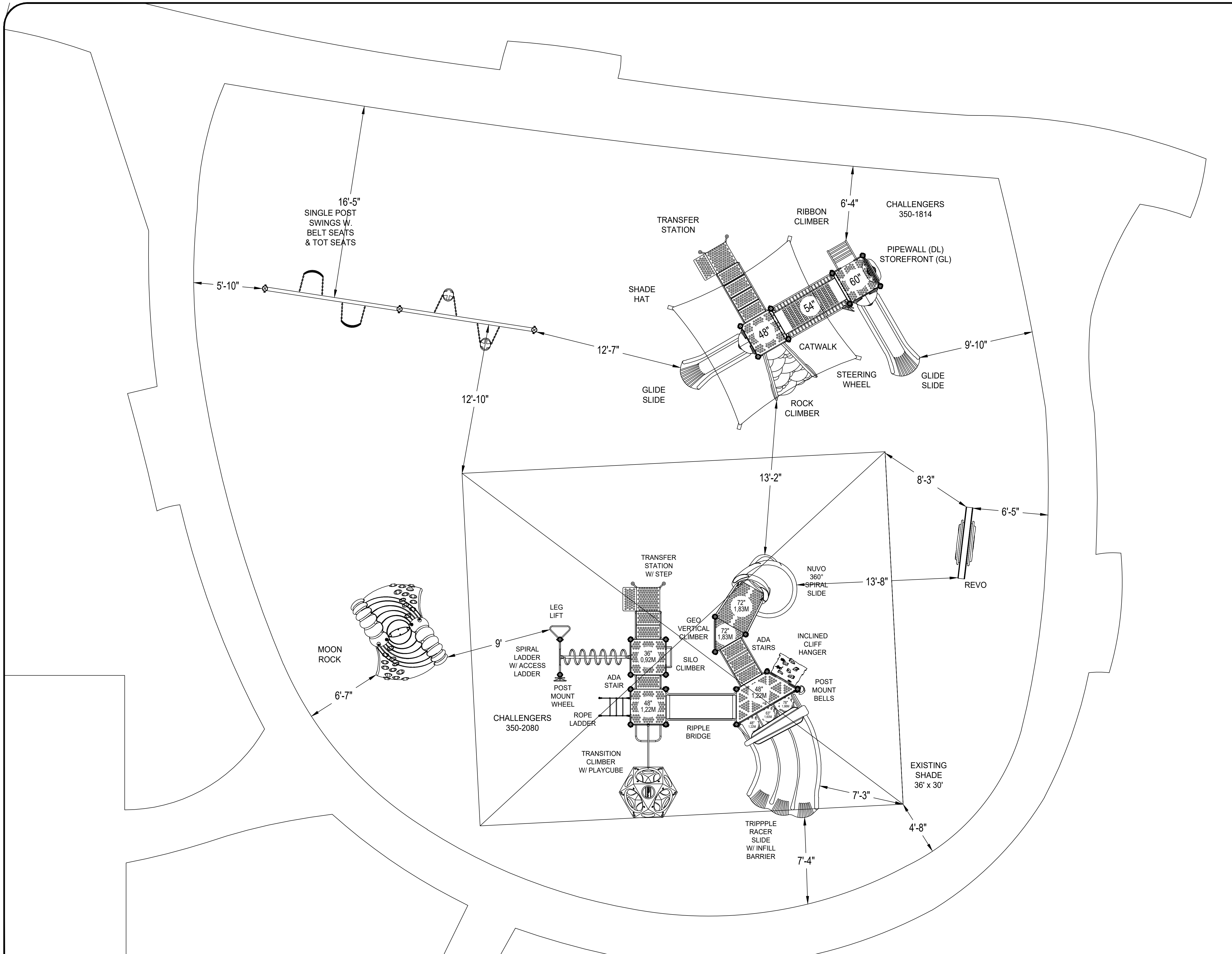
PLAYGROUND SOLUTIONS OF TEXAS

STEVE THOMPSON
23025ST-A

# INDIAN SPRINGS PARK

WATAUGA, TX

PLAYGROUND SOLUTIONS OF TEXAS




*PLAYGROUND SUPERVISION REQUIRED

PLAYWORLD®

PLAYGROUND SOLUTIONS OF TEXAS, INC.

EQUIPMENT SIZE:
**NA**

USE ZONE:
**EXISTING SITE**

| AREA: | PERIMETER: |
|---|---|
| **4125 SqFt.** | **214 Ft.** |

FALL HEIGHT:
**8 Ft.**

| USER CAPACITY: | AGE GROUP: |
|---|---|
| **82** | **5-12** |

✓ ASTM F1487-21
✓ CPSC #325

| PROJECT NO: | SCALE: |
|---|---|
| **23025ST-A** | **3/16"=1'-0"** |
| DRAWN BY: **TRAVIS MILLER** | Paper Size **B** |
| DATE: **4/21/23** | |

# INDIAN SPRINGS PARK

WATAUGU, TX

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**

City of Watagua-Indian Springs Park
7105 South Whitley Road
Watagua, TX 76148

**Ship To**

City of Watagua-Indian Springs Park
Sheryl Osswald
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| **Estimate #** | 230364 |
| **Date** | 6/30/2023 |
| **Exp Date** | 7/30/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230364 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| BuyBoard | BUYBOARD CONTRACT NO.679-22 EFFECTIVE 10/1/2022 - 9/30/2023 | | 0.00 | 0.00 |
| | | | | |
| | OPTION #1 | | | |
| 350-1814 | CHALLENGER SPRING SALE STRUCTURE ***FREE SHIPPING*** | 1 | 21,786.00 | 21,786.00 |
| 350-2080 | CHALLENGER SPRING SALE STRUCTURE ***FREE SHIPPING*** | 1 | 50,353.00 | 50,353.00 |
| | | | | |
| SWING-SP-8 | SING POST SWING | 1 | 1,900.00 | 1,900.00 |
| SWING-SP-... | SINGLE POST SWING ADD A BAY | 1 | 1,407.00 | 1,407.00 |
| ZZXX0148 | MOON ROCK | 1 | 4,588.00 | 4,588.00 |
| ZZXX0260 | BELT SEAT W/SILVER SHIELD CHAIN FOR 8ft TOP RAIL | 2 | 163.00 | 326.00 |
| ZZXX0038 | WEAR MAT (36in x 36in x 1.5in) | 2 | 209.00 | 418.00 |
| ZZCH0386 | POST | 4 | 321.00 | 1,284.00 |
| ZZCH4716 | 12ft SQUARE HAT SHADE | 1 | 6,085.00 | 6,085.00 |
| | | | | |
| DISCOUNT... | DISCOUNTS GIVEN | -1 | 26,098.80 | -26,098.80 |

**ACCEPTED BY:** ______________________

**ACCEPTED DATE:**____________________

**Subtotal**

**Sales Tax (0.0%)**

**TOTAL**

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

| | |
|---|---|
| Estimate # | 230364 |
| Date | 6/30/2023 |
| Exp Date | 7/30/2023 |

**Name / Address**

City of Watagua-Indian Springs Park
7105 South Whitley Road
Watagua, TX 76148

**Ship To**

City of Watagua-Indian Springs Park
Sheryl Osswald
4100 Hahn Blvd
Haltom City, TX 76117

| Terms | Job Number |
|---|---|
| Net 30 | 230364 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| SHIPPING | SHIPPING | 1 | 2,172.89 | 2,172.89 |
| INSTALLATI... | REMOVAL OF OLD EQUIPMENT & INSTALLATION OF STRUCTURES, SWINGS, CLIMBER, POST AND SHADE | 1 | 32,133.20 | 32,133.20 |
| INSTALLATI... | INSTALLATION TERMS Acceptance of this proposal includes acceptance of attached Terms and Conditions Form ITCAC 02/24/2020. | 1 | 0.00 | 0.00 |
| | | | | |
| PRICING N... | DUE TO SUPPLY CHAIN PRICE INCREASES ALL PSTXI QUOTES CAN ONLY BE HONORED TO THE EXPIRATION DATE LISTED ABOVE. WE WILL RE-QUOTE UPON REQUEST AND MAKE EVERY EFFORT TO STAY AS CLOSE TO ORIGINAL QUOTED PRICING. PSTXI APPRECIATES YOUR UNDERSTANDING AND YOUR BUSINESS. | | 0.00 | 0.00 |

**ACCEPTED BY:** ____________________

**ACCEPTED DATE:**__________________

| | |
|---|---|
| **Subtotal** | $96,354.29 |
| **Sales Tax (0.0%)** | $0.00 |
| **TOTAL** | $96,354.29 |

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**

City of Watauga- Capp Smith Park
7105 S. Whitley Road
Watauga, TX 76148

**Ship To**

Walk in the Park
City of Watauga - Capp Smith Park
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| **Estimate #** | 230589 |
| **Date** | 6/27/2023 |
| **Exp Date** | 7/27/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230589 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| BuyBoard | BUYBOARD CONTRACT NO.679-22 EFFECTIVE 10/1/2022 - 9/30/2025 | | 0.00 | 0.00 |
| | | | | |
| 350-ARCH | 3.5in ARCH SWING 2-SEATS | 1 | 2,858.00 | 2,858.00 |
| 350-ARCH-... | 3.5in ARCH SWING ADD-A-BAY UNIT | 1 | 1,846.00 | 1,846.00 |
| ZZXX0038 | WEAR MAT (36in x 36in x 1.5in) | 4 | 209.00 | 836.00 |
| | | | | |
| FIBER | ENGINEER WOOD FIBER | 22 | 36.00 | 792.00 |
| | | | | |
| DISCOUNT... | DISCOUNTS GIVEN | -1 | 633.20 | -633.20 |
| SHIPPING | SHIPPING | 1 | 2,078.87 | 2,078.87 |
| | | | | |
| INSTALLATI... | REMOVAL OF OLD EQUIPMENT & INSTALLATION OF NEW EQUIPMENT | 1 | 3,427.51 | 3,427.51 |
| INSTALLATI... | INSTALLATION TERMS Acceptance of this proposal includes acceptance of attached Terms and Conditions Form ITCAC 02/24/2020. | | 0.00 | 0.00 |
| | | | | |

**ACCEPTED BY:** ____________________

**ACCEPTED DATE:**__________________

| | |
|---|---|
| **Subtotal** | |
| **Sales Tax (0.0%)** | |
| **TOTAL** | |

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

# Estimate

**Name / Address**

City of Watauga- Capp Smith Park
7105 S. Whitley Road
Watauga, TX 76148

**Ship To**

Walk in the Park
City of Watauga - Capp Smith Park
4100 Hahn Blvd
Haltom City, TX 76117

| | |
|---|---|
| **Estimate #** | 230589 |
| **Date** | 6/27/2023 |
| **Exp Date** | 7/27/2023 |

| Terms | Job Number |
|---|---|
| Net 30 | 230589 |

| Product | Description | Qty | Rate | Amount |
|---|---|---|---|---|
| PRICING N... | DUE TO SUPPLY CHAIN PRICE INCREASES ALL PSTXI QUOTES CAN ONLY BE HONORED TO THE EXPIRATION DATE LISTED ABOVE. WE WILL RE-QUOTE UPON REQUEST AND MAKE EVERY EFFORT TO STAY AS CLOSE TO ORIGINAL QUOTED PRICING. PSTXI APPRECIATES YOUR UNDERSTANDING AND YOUR BUSINESS. | | 0.00 | 0.00 |

**ACCEPTED BY:** ______________________

**ACCEPTED DATE:**____________________

| | |
|---|---|
| **Subtotal** | $11,205.18 |
| **Sales Tax (0.0%)** | $0.00 |
| **TOTAL** | $11,205.18 |

# CERTIFICATE OF INTERESTED PARTIES

**FORM 1295**



Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY**
**CERTIFICATION OF FILING**

**Certificate Number:**
2023-1041131

**Date Filed:**
06/30/2023

**Date Acknowledged:**
07/03/2023

1 **Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Playground Solutions of Texas, Inc.
Southlake, TX United States

2 **Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

City of Wataga, Texas

3 **Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

230537-230365-230589
Playground Equipment and Installation

| 4 Name of Interested Party | City, State, Country (place of business) | Nature of interest (check applicable) | |
|---|---|---|---|
| | | Controlling | Intermediary |
| Playground Solutions of Texas | Southlake, TX United States | | X |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

5 **Check only if there is NO Interested Party.** ☐

6 **UNSWORN DECLARATION**

My name is Steve Thompson, and my date of birth is 11-11-60.

My address is ____________ (street), ____________ (city), ______ (state), ______ (zip code), ______ (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Dallas County, State of Texas, on the 30 day of June (month), 20 23 (year).

Sheryl Osswald
SHERYL OSSWALD
Notary Public, State of Texas
Comm. Expires 08-26-2024
Notary ID 10825652

Steve Thompson
Signature of authorized agent of contracting business entity
(Declarant)

WATAUGA
TEXAS
"A GREAT PLACE TO LIVE"

# AGENDA MEMORANDUM

**DATE:** June 19, 2023

**TO:** Honorable City Council Members

**FROM:** Robert Parker, Police Chief

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action on approval of an expenditure not to exceed $25,000 for the continuation of the K-9 Program including K9 replacement, training and other equipment needed.

---

**BACKGROUND/INFORMATION:**

The Watauga Police Department K9 Program has been a part of the organization for many years and has proven to be a valuable asset to the department and the citizens of Watauga. Prior to the passing of K9 Officer Kai, plans were being discussed for his retirement and replacement within the next 6-18 months, dependent on his continued health and physical abilities. With the recent passing of K9 Officer Kai, planning for his replacement has been expedited. It is the desire of the Watauga Police Department to continue this program with the purchase and training of a new K9 Officer utilizing a combination of Seized Narcotics Funds and Opioid Settlement Funds.

K9 Officer Kai had over 300 deployments for narcotics, tracking and apprehension of violent criminals, building searches, narcotics searches, and SWAT warrants. These deployments have resulted in the seizure of guns, vehicles and cash that, when awarded by the Civil Process, were deposited in the Seized Narcotics Fund. K9 Officer Kai detected and located cocaine, ecstasy, heroin, methamphetamine, and other drugs and paraphernalia. He was instrumental with the tracking and apprehension of some violent criminals and burglary suspects. In addition, K9 Officer Kai participated in city events such as school demonstrations, Boy Scouts presentations and our Citizen Police Academies.

The purchase cost of a K9 varies dependent on vendor, training, and achieved certification. Research for the replacement of our K9 with different vendors has been conducted by K9 Handler, Officer Cooper and Pacesetter K9 has been determined to be the best producer for cost and value. The Watauga Police Department is requesting approval of an amount not to exceed $25,000 to include the purchase, training, and equipment for the K9 program continuation.

**FINANCIAL IMPLICATIONS:**

# AGENDA MEMORANDUM

K9 Replacement would be funded with Seized Narcotics funds and Opioid Settlement monies in an amount not to exceed $25,000.00 with no impact on the CCPD or General Fund Budgets.

**RECOMMENDATION/ACTION DESIRED:**
The Watauga Police Department is seeking the approval of the Watauga City COuncil to expend an amount not to exceed $25,000.00 for the continuation of the K9 Program.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**
1. Estimate 1247 from Pacesetter K9 LLC
2. AceK9- Heat safety equipment
3. Sniff Industries Training device

**REVIEWED BY:**

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 7/3/2023 |
| David Berman, City Attorney | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

**Pacesetter K9 LLC**
555 County Road 200
Liberty Hill, TX  78642 US
+1 5129698883
info@pacesetterk9.com
www.pacesetterk9.com

# Estimate

**ADDRESS**
Jordon Coopers
Watauga Police Department

**ESTIMATE #** 1247
**DATE** 06/27/2023
**EXPIRATION DATE** 09/11/2023

| ACTIVITY | QTY | RATE | AMOUNT |
|---|---|---|---|
| **Custom Dual Purpose Narcotics K9** | 1 | 15,500.00 | 15,500.00 |

September 11- October 13, 2023 (includes housing and make-up week).
Dual Purpose narcotics with hard surface tracking and article search. Adds:
2 year genetic health and 1 year training guarantee.

TOTAL **$15,500.00**

Accepted By

Accepted Date

GO!

$3,221 total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K9 HEAT ALARM PRO

ACEWATCHDOG

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RADAR AND LASER CERTIFICATION

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Company Info

AceK9
1315 SW COMMERCE WAY
STUART FL 34997-7231
Phone: 772-600-7574
E-Mail: k9sales@acek9.com

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## K9 HOT-N-POP PRO

Home > K9 HOT-N-POP PRO

TWO GREAT PRODUCTS IN ONE

The HOT-N-POP PRO® combines the features of our two best-selling canine safety products into one easy to use temperature alarm and door popper system.

This innovative unit monitors vital components including temperature sensors and vehicle battery voltage and shows the information on a 32-character backlit alphanumeric display.

Under alarm conditions, the unit activates an S.O.S. horn honk signal, siren, light-bar activation and dual window drop to immediately equalize the internal temperature of the vehicle.

The door popper feature releases the K-9 from the vehicle by remote control worn in a holster.

In addition, the special Door Pop Stopper™ feature disables the K-9 Door Popper® when the vehicle is in gear.

Features are software based to allow for future upgrades.

Note: This product is only available in U.S. for Law Enforcement/Military use only in U.S. Domestic Model Police Package Vehicles or Special Service Vehicles.
*HOT-N-POP PRO WILL NOT WORK IN 2021 Up F150 & 2020 UP MODEL CIVILIAN EXPLORER & EXPEDITION WITH ELECTRONIC DIAL SHIFTER.*

Patent # 7,081,811

# Configure and Purchase Online US ONLY

## HOT-N-POP® PRO (Model# HP-5020) MSRP $1,499.00

## Includes:

- Control Head
- IntelaBox
- Protective Relay Module

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- Dual Temperature Sensors
- Remote with Holster for Door Popper
- Heavy-Duty Solenoid Kit
- Gas Spring with Heavy-Duty Stainless Steel Mounts
- System Wiring Harnesses
- Installation Instructions
- Vehicle Specific Wiring Information

***Vehicle Make, Model and Year Required When Ordering**

- User Guide
- Two Year Warranty
- Tech Support

Innovative Features and Functions Patented! Patent # 7,081,811

**Note: This product is only available in U.S. for Law Enforcement/Military use only in U.S. Domestic Model Police Package Vehicles or Special Service Vehicles.**

***HOT-N-POP PRO WILL NOT WORK IN 2021 Up F150 & 2020 UP MODEL CIVILIAN EXPLORER & EXPEDITION WITH ELECTRONIC DIAL SHIFTER.***

---

## OPTIONAL ADD ON FEATURES

- No K9 Left Behind Feature (Add $69.00)
- Engine Stall Feature (Add $142.95) NOTE:Cannot be used with Hybrid Vehicles, Stop/Start Technology or vehicles that have an Idle Timer.
- 10" Fan Kit (Add $239.00)
- Heavy-Duty Fan Guard (Add $85.00) *note: Does not fit Dodge Charger*
- 
- Smoke Detector (Add $114.95)

---

# Wireless Alert Options

## AceWatchDog™ (Add $899.00)

Proactive monitoring that displays System Temperatures on your cell phone. Calls and/or sends text alert to the K9 Handler and four other contacts.

**More Info about AceWatchDog™**

### REMOTE PAGER SYSTEM (Add $357.00)

The remote pager has up to 1/2-Mile Range (2,640 Feet) performance is dependant on the antenna placement.

- HA-RBM-27-RD Remote Pager kit with 27Mhz roof mount antenna

2 item(s) - Page 1 of 1 Items: 18 ↓ Sort: Best match ↓ View: Two column ↓

AceK9 Towel

**$9.50**


K9 Hot-N-Pop PRO

**$1,499.00**

1

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CORT System 2.0 Trainer's Package $2,199.00

$2,199.00

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Add a note

| | |
|---|---|
| Subtotal | $2,199.00 |
| Shipping<br>Texas, United States | $180.50 |

Standard Shipping - $180.50

| | |
|---|---|
| Total | $2,379.50 |

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WATAUGA
TEXAS
"A GREAT PLACE TO LIVE"

# AGENDA MEMORANDUM

**DATE:** May 16, 2023

**TO:** Honorable City Council Members

**FROM:** Sandra Gibson, Director of Finance
Deby Woodard, Assistant Director of Finance

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consider action on approval of a 5% CPI rate increase requested by Frontier Waste Solutions with an effective date of August 1, 2023

---

## BACKGROUND/INFORMATION:

The Frontier Waste Solutions contract was approved by Council for waste collection and recycling services in May 2022. The resulting agreement is for an initial period of five (5) years, commencing on July 1, 2022 and concluding on June 30, 2027, with two (2) options for one (1) year extensions upon the agreement of both parties and approval by Council.

According to the agreement, an annual review and/or request to increase or decrease the rates in accordance with the Consumer Price Index rate for all urban consumers is allowed. In any year when the adjustment results in an increase that would exceed five percent (5%), the rate adjustment should be capped at five percent (5%).

The attached CPI table reflects the CPI increase from May 2022 to May 2023 to be a 7.88% increase. Frontier Waste Solutions has requested a CPI adjustment of 5% effective August 1, 2023. Monthly residential rates would increase from $16.53 to $17.36, or by $0.83. Commercial account rates would also increase (see attached rate comparison sheet). The attached rate sheet indicates the new cost structure for all categories of service based on the 5% increase.

## FINANCIAL IMPLICATIONS:

Approval will increase rates for waste collection and recycling services by 5% effective August 1, 2023.
The attached rate sheet reflects the new fees based on the 5% increase.

## RECOMMENDATION/ACTION DESIRED:

Approval of a 5% CPI rate increase requested by Frontier Waste Solutions with an effective date of August 1, 2023.

## ATTACHMENTS/ SUPPORTING DOCUMENTATION:

# AGENDA MEMORANDUM

1. FRONTIER CPI INCREASE REQUEST LETTER
2. CPI Table
3. Watauga CPI Rate Sheet - effective 8-1-23
4. Frontier Waste 1295

**REVIEWED BY:**

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 6/3/2023 |
| David Berman, City Attorney | Approved - 7/3/2023 |
| Sandra Gibson, Director of Finance | Approved - 7/5/2023 |
| Linda Proskey, City Secretary | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*

PO Box 1283 Hillsboro, TX 76645
Office: 254.221.0705 Web: frontierwaste.com

Deby Woodard
Assistant Finance Director
City of Watauga
7105 Whitley Road 76148

Date: March 31,2023

Re: Solid Waste Price Increase

Mrs. Woodard,

As we are sure you are aware the CPI has continued to rise over the last 12 months. We have tried to absorb these increases but at this time we must request a pass through on some of the increases in order to maintain a high level of service to the City of Watauga.

Per Solid Waste Collection and Disposal Agreement dated 6.29.2022, between Frontier Texas Ventures, LLC. and the City of Watauga, per Section 12. Rate Adjustment, we are allowed to adjust the rates annually due to increase in CPI.

Therefore, we are requesting an increase in rates based on the differences between the CPI in May 2022 and May 2023. The requested rate increase is 5%. Attached is the CPI-U matrix for your review.

We ask the adjustment be effective August 1, 2023.

If you have any questions or need additional information, please feel free to contact me at 817.929.4703.

Best Regards,

Grant Gregg
North Texas District Manager

| | |
|---|---|
| Series Title | Garbage and trash collection in U.S. city average, all urban consumers, not s |
| Series ID | CUUR0000SEHG02 |
| Seasonality | Not Seasonally Adjusted |
| Survey Name | CPI for All Urban Consumers (CPI-U) |
| Measure Data Type | Garbage and trash collection |
| Area | U.S. city average |
| Item | Garbage and trash collection |

| Year | Period | Label | Observation Value |
|---|---|---|---|
| 2021 | M01 | 2021 Jan | 512.722 |
| 2021 | M02 | 2021 Feb | 517.270 |
| 2021 | M03 | 2021 Mar | 518.505 |
| 2021 | M04 | 2021 Apr | 518.579 |
| 2021 | M05 | 2021 May | 516.440 |
| 2021 | M06 | 2021 Jun | 517.202 |
| 2021 | M07 | 2021 Jul | 521.185 |
| 2021 | M08 | 2021 Aug | 524.408 |
| 2021 | M09 | 2021 Sep | 529.934 |
| 2021 | M10 | 2021 Oct | 530.114 |
| 2021 | M11 | 2021 Nov | 529.053 |
| 2021 | M12 | 2021 Dec | 532.538 |
| 2022 | M01 | 2022 Jan | 533.078 |
| 2022 | M02 | 2022 Feb | 538.313 |
| 2022 | M03 | 2022 Mar | 540.719 |
| 2022 | M04 | 2022 Apr | 542.564 |
| 2022 | M05 | 2022 May | 544.546 |
| 2022 | M06 | 2022 Jun | 547.554 |
| 2022 | M07 | 2022 Jul | 548.187 |
| 2022 | M08 | 2022 Aug | 548.706 |
| 2022 | M09 | 2022 Sep | 558.254 |
| 2022 | M10 | 2022 Oct | 561.090 |
| 2022 | M11 | 2022 Nov | 563.816 |
| 2022 | M12 | 2022 Dec | 565.185 |
| 2023 | M01 | 2023 Jan | 570.412 |
| 2023 | M02 | 2023 Feb | 575.697 |
| 2023 | M03 | 2023 Mar | 576.773 |
| 2023 | M04 | 2023 Apr | 580.124 |
| 2023 | M05 | 2023 May | 587.431 |

7.88% increase
May 2022 to May 2023

**City of Watauga CPI Trash Rate Increase**
**Effective Date: August 1, 2023**

| | | |
|---|---|---|
| **CPI Current (05/2023)** | | **587.43** |
| **CPI Former (05/2022)** | | **544.55** |
| **CPI Variance** | | **42.88** |
| **CPI Adjustment %** | | **7.88%** |

**5% increase**

**Current Handload**

| | |
|---|---|
| Residential | $ 16.53 |
| Senior | $ 15.01 |
| Additional Trash Cart | $ 7.41 |
| Additional Recycle Cart | $ 3.11 |

**New Handload Rates**

| | | |
|---|---|---|
| Residential | $ 0.83 | $ 17.36 |
| Senior | $ 0.75 | $ 15.76 |
| Additional Trash Cart | $ 0.37 | $ 7.78 |
| Additional Recycle Cart | $ 0.16 | $ 3.27 |

**Collection Rate for Unusual Accumulation Waste Collection**

| | | | |
|---|---|---|---|
| Rate per hour for vehicle and crew | | $ 125.00 | per hour |
| Disposal fee per yard collected | | $ 10.00 | per yard |

**New Collection Rate for Unusual Accumulation Waste Collection**

| | | | |
|---|---|---|---|
| Rate per hour for vehicle and crew | | $ 131.25 | per hour |
| Disposal fee per yard collected | | $ 10.50 | per yard |

**Current Dumpsters**

| | 1x | 2x | 3x | 4x | 5x | 6x | Extra |
|---|---|---|---|---|---|---|---|
| 2 Yard | $ 68.77 | $ 132.41 | $ 208.51 | NA | NA | NA | $ 39.67 |
| 3 Yard | $ 87.90 | $ 184.69 | $ 290.87 | NA | NA | NA | $ 47.62 |
| 4 Yard | $ 105.52 | $ 221.62 | $ 349.05 | $ 533.09 | $ 757.94 | $ 1,028.54 | $ 55.57 |
| 6 Yard | $ 137.80 | $ 289.20 | $ 434.81 | $ 608.71 | $ 798.92 | $ 1,246.36 | $ 63.43 |
| 8 Yard | $ 154.25 | $ 324.07 | $ 487.00 | $ 681.77 | $ 894.84 | $ 1,399.30 | $ 71.42 |
| 6 Yd/Compactor | $ 309.60 | $ 619.19 | $ 928.79 | $ 1,238.38 | $ 1,547.98 | $ 1,857.57 | $ 158.00 |
| 8 YD/Compactor | $ 371.51 | $ 743.03 | $ 1,114.54 | $ 1,486.06 | $ 1,857.57 | $ 2,229.08 | $ 176.00 |
| Comm Cart | $ 30.00 | $ 52.00 | | | | | |
| Addl Comm Cart | $ 21.00 | $ 36.00 | | | | | |
| Recy 6 Yard | $ 85.73 | $ 157.18 | $ 214.34 | $ 285.78 | $ 392.95 | $ 471.54 | $ 33.00 |
| Recy 8 Yard | $ 95.26 | $ 171.47 | $ 257.20 | $ 381.04 | $ 523.93 | $ 628.72 | $ 44.00 |
| Recy 6 Yd Compactor | $ 49.50 | per lift | | | | | |
| Locks/Casters/Month | | | | | | | $ 6.60 |

**New Dumpster Rates**

| | 1x | 2x | 3x | 4x | 5x | 6x | Extra |
|---|---|---|---|---|---|---|---|
| 2 Yard | $ 72.21 | $ 139.03 | $ 218.94 | NA | NA | NA | $ 41.65 |
| 3 Yard | $ 92.30 | $ 193.92 | $ 305.41 | NA | NA | NA | $ 50.00 |
| 4 Yard | $ 110.80 | $ 232.70 | $ 366.50 | $ 559.74 | $ 795.84 | $ 1,079.97 | $ 58.35 |
| 6 Yard | $ 144.69 | $ 303.66 | $ 456.55 | $ 639.15 | $ 838.87 | $ 1,308.68 | $ 66.60 |
| 8 Yard | $ 161.96 | $ 340.27 | $ 511.35 | $ 715.86 | $ 939.58 | $ 1,469.27 | $ 74.99 |
| 6 Yd/Compactor | $ 325.08 | $ 650.15 | $ 975.23 | $ 1,300.30 | $ 1,625.38 | $ 1,950.45 | $ 165.90 |
| 8 YD/Compactor | $ 390.09 | $ 780.18 | $ 1,170.27 | $ 1,560.36 | $ 1,950.45 | $ 2,340.53 | $ 184.80 |
| Comm Cart | $ 31.50 | $ 54.60 | | | | | |
| Addl Comm Cart | $ 22.05 | $ 37.80 | | | | | |
| Recy 6 Yard | $ 90.02 | $ 165.04 | $ 225.06 | $ 300.07 | $ 412.60 | $ 495.12 | $ 34.65 |
| Recy 8 Yard | $ 100.02 | $ 180.04 | $ 270.06 | $ 400.09 | $ 550.13 | $ 660.16 | $ 46.20 |
| Recy 6 Yd Compactor | $ 51.98 | per lift | | | | | |
| Locks/Casters/Month | | | | | | | $ 6.93 |

**Current Roll-off Rates**

| | Delivery | Rent | Haul | Disposal |
|---|---|---|---|---|
| 20 Yard | $ 110.00 | $ 5.50 | $ 357.50 | $ 46.20 |
| 30 Yard | $ 110.00 | $ 5.50 | $ 357.50 | $ 46.20 |
| 40 Yard | $ 110.00 | $ 5.50 | $ 357.50 | $ 46.20 |
| Compactor | Negotiable | Negotiable | $ 412.50 | $ 46.20 |

**New Roll-off Rates**

| | Delivery | Rent | Haul | Disposal |
|---|---|---|---|---|
| 20 Yard | $ 115.50 | $ 5.78 | $ 375.38 | $ 48.51 |
| 30 Yard | $ 115.50 | $ 5.78 | $ 375.38 | $ 48.51 |
| 40 Yard | $ 115.50 | $ 5.78 | $ 375.38 | $ 48.51 |
| Compactor | Negotiable | Negotiable | $ 433.13 | $ 48.51 |

# CERTIFICATE OF INTERESTED PARTIES

**FORM 1295**



Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY**
**CERTIFICATION OF FILING**

**Certificate Number:**
2023-1025856

**Date Filed:**
05/25/2023

**Date Acknowledged:**
5/25/23

1 **Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Frontier Ventures I, LLC
Dallas, TX United States

2 **Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

City of Watauga, Texas

3 **Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

22-005 Rate Increase
Waste collection and recycling services

4

| Name of Interested Party | City, State, Country (place of business) | Nature of interest (check applicable) | |
|---|---|---|---|
| | | Controlling | Intermediary |
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5 **Check only if there is NO Interested Party.** [X]

6 **UNSWORN DECLARATION**

My name is GRANT GREGG, and my date of birth is ______.

My address is 2323 BRYAN ST STE 2620 (street), DALLAS (city), TX (state), 75201 (zip code), US (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in GRAYSON County, State of TEXAS, on the 25 day of MAY (month), 2023 (year).

Signature of authorized agent of contracting business entity
(Declarant)

AGENDA
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, JULY 10, 2023
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Regular City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

**DATE:** July 2, 2023

**TO:** Honorable City Council Members

**FROM:** Sandra Gibson, Director of Finance

**THROUGH:** Joshua Jones, City Manager

**SUBJECT:** Consideration and approval of a resolution by the City Council of the City of Watauga, Texas, authorizing and approving publication of Notice of Intention to issue Certificates of Obligation; complying with the requirements contained in securities and exchange commission rule 15c2-12; and providing an effective date

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**BACKGROUND/INFORMATION:**

During the Workshop Meeting on June 26, 2023, staff presented the Capital Outlay Plan, the Capital Improvement Plan, and funding some of the plan projects and equipment through debt issuance. The City has various capital projects and equipment that are a high dollar amount and would best be financed through debt issuance in order to spread the cost of the items over their expected life span. These projects include various street projects and an ambulance for the Fire Department. During the development of the Capital Improvement Plan and Capital Outlay Plan, the following projects were recommended for funding through debt issuance for Fiscal Year 2023-2024:

1. $6.328 million for the Hightower Road Phase I street project construction
2. $2.232 million for the Watauga Road Phase I street project engineering
3. $.390 million for a replacement ambulance for the Fire Department

With this agenda item, the Council is considering a Resolution authorizing the publication of Notice of Intention notifying residents of the Council's intention to issue Certificates of Obligation in an amount not to exceed $9.0 million. The Certificates of obligation would be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge and lien on certain revenues derived from the operation of the City's Utility System.The issuance of debt is desirable if Council wishes to proceed with the proposed projects and purchase of capital equipment.

In fiscal year 2023-2024, the City has a drop off in debt service with an expected increase in property valuations that allows for this opportunity.This publication would be to give notice of the

Intention to Issue Certificates of Obligation at the September 11, 2023 Watauga City Council Meeting. It is estimated that the $9.0 million Certificates of Obligation issuance would require debt service payments of approximately $650,000 annually.

**FINANCIAL IMPLICATIONS:**

Nominal cost of publication of resoluton

**RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval of the resolution to authorize and approve publication of a Notice of Intention to issue Certificates of Obligation 2023. Motion language should be as follows:
I MOVE THAT THE CITY COUNCIL ADOPT A NOTICE OF INTENTION RESOLUTION

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Resolution for Notice of Intention to issue Certificates of Obligation, 2023

**REVIEWED BY:**

| | |
|---|---|
| Sandra Gibson, Director of Finance | Approved - 7/3/2023 |
| David Berman, City Attorney | Approved - 7/3/2023 |
| Joshua Jones, City Manager | Approved - 7/5/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/5/2023 |

*Approved as to form for inclusion on Agenda*

**Meeting Notices and Reservation of Rights**

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

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

**NOTICE**

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on July 7, 2023, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

Linda Proskey, City Secretary

CITY OF WATAUGA, TEXAS

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15c2-12; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council (the *City Council*) of the City of Watauga, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*) in an amount not to exceed $9,000,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through Section 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, digital signage, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; (3) the purchase of public safety vehicles; and (4) payment for professional and employee services relating to the design, construction, project management, inspection, consultant services, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and from a lien on and pledge of certain of the revenues derived from the operation of the City's utility system. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, Chapter 1502, as amended, Texas Government Code, and the City's Home Rule Charter; and

WHEREAS, prior to the offering, sale, and issuance of the Certificates, the appropriate officials of the City must review and approve the distribution of a "deemed final" preliminary official statement (the *Official Statement*) in order to comply with the requirements contained in 17 C.F.R. §240.15c2-12 (the *Securities and Exchange Commission Rule*); and

WHEREAS, based upon their review of the Official Statement, the appropriate officials of the City must find to the best of their knowledge and belief, after reasonable investigation, that the representations of facts pertaining to the City contained in the Official Statement are true and correct and that, except as disclosed in the Official Statement, there are no facts pertaining to the City that would adversely affect the issuance of the Certificates or the City's ability to pay the debt service requirements on the Certificates when due; and

WHEREAS, the City Council will comply with the requirements contained in the Securities and Exchange Commission Rule concerning the creation of a contractual obligation between the City and the proposed purchaser(s) of the Certificates (the *Purchasers*) to provide the Purchasers with an Official Statement in a time and manner that will enable the Purchasers to comply with the distribution requirements and continuing disclosure requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, the City Council authorizes the Mayor, City Manager, City Secretary, and the City Attorney, as appropriate, or their designees, to review, approve, and execute any document or certificate in order to allow the City to comply with the requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, prior to the issuance of the Certificates, the City Council is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation in the City, and if the City maintains an internet website, publish such notice of intent on the City's internet website, such notice stating (i) the time and place the City Council tentatively proposes to pass the ordinance authorizing the issuance of the Certificates, (ii) the purposes for which the Certificates are to be issued, (iii) the manner in which the City Council proposes to pay the Certificates; (iv) the then-current principal amount of all outstanding ad valorem debt obligations of the City; (v) the then-current combined principal and interest required to pay all outstanding ad valorem debt obligations of the City on time and in full, which may be based on the City's expectations relative to the interest due on any variable rate ad valorem debt obligations; (vi) the maximum principal amount of the Certificates to be authorized; (vii) the estimated interest rate for the Certificates to be authorized or that the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (viii) the maximum maturity date of the Certificates to be authorized; and

WHEREAS, the City Council hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law;

WHEREAS, the City Council hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS THAT:

SECTION 1: The City Secretary is hereby authorized and directed to cause notice to be published of the City Council's intention to issue the Certificates in an amount not to exceed $9,000,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, digital signage, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; (3) the purchase of public safety vehicles; and (4) payment for professional and employee services relating to the design, construction, project management, inspection, consultant services, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

SECTION 2: The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two consecutive weeks, the date of the first publication shall be at least forty-six (46) days prior to the date stated therein for passage of the ordinance authorizing the issuance of the Certificates. Additionally, the City Secretary shall cause the notice described in Section 1 to be posted continuously on the City's website for at least forty-five (45) days prior to the date stated therein for passage of the ordinance authorizing the issuance of the Certificates.

SECTION 3: The Mayor, City Manager, City Secretary, and the City Attorney, as appropriate, or their designees, are authorized to review and approve the Official Statement pertaining to the offering, sale, and issuance of the Certificates and to execute any document or certificate in order to comply with the requirements contained in the Securities and Exchange Commission Rule.

SECTION 4: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 5: All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 8: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9: This Resolution shall be in force and effect from and after the date of its adoption, and it is so resolved.

*[The remainder of this page intentionally left blank.]*

PASSED AND APPROVED, this the 10th day of July, 2023.

CITY OF WATAUGA, TEXAS

___________________________________

Mayor

ATTEST:

___________________________________

City Secretary

(CITY SEAL)

I, the undersigned, City Attorney of the City of Watauga, Texas, hereby certify that I read, passed upon, and approved as to form and legality the foregoing Resolution prior to its adoption and passage as aforesaid.

____________________________________

City Attorney, City of Watauga, Texas

## **Exhibit A**

NOTICE OF INTENTION TO ISSUE
CITY OF WATAUGA, TEXAS
CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Watauga, Texas will convene at its regular meeting place in the City Hall in Watauga, Texas, at 6:30 o'clock P.M., Watauga, Texas time on September 11, 2023, and, during such meeting, the City Council will consider the passage of an ordinance or ordinances and take such other actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation in an aggregate principal amount not to exceed $9,000,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, digital signage, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; (3) the purchase of public safety vehicles; and (4) payment for professional and employee services relating to the design, construction, project management, inspection, consultant services, and financing of the aforementioned projects. The certificates of obligation (the *Certificates*) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and from a lien on and pledge of certain revenues derived by the City from the operation of the City's utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is $39,560,000.00; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on time and in full is $48,144,703.10; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is $13,144,275.00; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is February 1, 2043. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, Chapter 1502, as amended, Texas Government Code, and the City's Home Rule Charter.

/s/ Linda Proskey
City Secretary,
City of Watauga, Texas

# AGENDA MEMORANDUM

**DATE:** July 3, 2023

**TO:** Honorable City Council Members

**FROM:** Arthur Miner, Mayor

**THROUGH:** Arthur Miner, Mayor

**SUBJECT:** Pursuant to Section 551.074 (Personnel) and Section 551.071 (Legal Consultation) of the Texas Government Code, to receive legal advice from the city attorney and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.

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**BACKGROUND/INFORMATION:**
Pursuant to Section 551.074 of the Texas Government Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**
None

**REVIEWED BY:**

| | |
|---|---|
| David Berman, City Attorney | Approved - 7/5/2023 |
| Joshua Jones, City Manager | Approved - 7/6/2023 |
| Linda Proskey, City Secretary | Final Approval - 7/6/2023 |

*Approved as to form for inclusion on Agenda*