



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda

Town Council

Tuesday, August 13, 2019

7:00 PM

Council Chambers

A quorum of the Town Council will be present at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas 76262 on Tuesday, August 13, 2019, at 7:00 p.m. The Mayor will preside over the meeting and will be present at Trophy Club Town Hall. One or more members of the Town Council may participate remotely using video conferencing pursuant to Chapter 551 of the Texas Government Code. Two way audio and video communication will be provided and members of the public may speak.

CALL TO ORDER AND ANNOUNCE A QUORUM

INVOCATION

PLEDGES

Pledge of allegiance to the American Flag.

Pledge of allegiance to the Texas Flag.

CITIZEN PRESENTATIONS

This is an opportunity for citizens to address the Council on any matter whether or not it is posted on the agenda. The Council is not permitted to take action on or discuss any presentations made to the Council at this time concerning an item not listed on the agenda. The Council will hear presentations on specific agenda items prior to the Council addressing those items. You may speak up to four (4) minutes or the time limit determined by the Mayor or presiding officer. To speak during this item you must complete the Speaker's form that includes the topic(s) of your statement. Topics of presentation should be limited to matters over which the Council has authority.

ANNOUNCEMENTS AND REPORTS

1. [2019-346-T](#) Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):
 - *Back to School
 - *Community Pool
 - *Early Voting

CONSENT AGENDA

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

2. [2019-362-T](#) Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Tarrant County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

 Attachments: [Staff Report - Tarrant County Elections Contract.pdf](#)
 [Tarrant County Election Agreement and Contract for September 2019 Special E](#)

3. [2019-363-T](#) Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Denton County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

 Attachments: [Staff Report - Denton County Elections Agreement.pdf](#)
 [Denton County Election Agreement and Contract for September 2019 Special E](#)

4. [2019-350-T](#) Consider and take appropriate action regarding an Amendment to the Interlocal Agreement between the Town and Northwest Independent School District for School Resource Officer services for Fiscal Year 2019-2020; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).

 Attachments: [Staff Report - NISD Interlocal Agreement for SRO Services.pdf](#)
 [NISD - Interlocal Agreement for School Resource Officer Services FY16-17.pdf](#)
 [Amendment No. 3 to NISD Interlocal Agreement for School Resource Officer Se](#)

5. [2019-365-T](#) Consider and take appropriate action regarding a Resolution of the Town Council approving an amendment to the ICMA 457 retirement plan to permit loans; and providing an effective date (W. Carroll).

 Attachments: [Staff Report - ICMA 457 Plan Loan Provision.pdf](#)
 [RES 2019-17 - ICMA 457 Loan Provision.pdf](#)

REGULAR SESSION

6. [2019-351-T](#) Consider and take appropriate action regarding a Proclamation of the Town Council recognizing September 2019 as Blood Cancer Awareness Month in Trophy Club; and providing an effective date (Mayor Sanders).

 Attachments: [PRO 2019-18 - Blood Cancer Awareness Month.pdf](#)

PUBLIC HEARING

7. [2019-352-T](#) Conduct a Public Hearing regarding the Trophy Club Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2020, submitted to the Town Council by the CCPD Board (W. Carroll).
- Attachments:** [Staff Report - CCPD Budget Public Hearing.pdf](#)
 [Fiscal Year 2020 CCPD Budget.pdf](#)

REGULAR SESSION

8. [2019-353-T](#) Discussion of and take appropriate action regarding the Fiscal Year 2020 Budget (W. Carroll).
- Attachments:** [Fiscal Year 2020 Budget Presentation.pdf](#)
 [Fiscal Year 2020 Budget Report.pdf](#)
9. [2019-354-T](#) Consider and take appropriate action regarding a record vote on a not-to-exceed Fiscal Year 2020 Ad Valorem Tax Rate and to schedule two public hearings to meet Truth in Taxation requirements and/or as required by the Charter and related matters (W. Carroll).
- Attachments:** [Staff Report - Fiscal Year 2020 Tax Rate.pdf](#)
 [2019 Tax Rate Calculation Worksheet.pdf](#)
10. [2019-355-T](#) Discussion of items for Future Agendas to include agenda items for consideration on the August 27, 2019 Council agenda and items from the Town Council Future Agenda Items list (W. Carroll).
- Attachments:** [August 27, 2019 Proposed Council Meeting Agenda.pdf](#)
 [Town Council Future Agenda Items List updated 08-08-2019.pdf](#)

EXECUTIVE SESSION

11. [2019-356-T](#) Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:
- A) Section 551.071 Consultation with Attorney under Subsection (2) to consult with the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, specifically:
 - 1) Cause No. 19-6232-393 John Artuso v. Town of Trophy Club (W. Carroll)
 - 2) Contract Issues, Procedures, and Enforcement (W. Carroll)
 - B) Section 551.072 Deliberation regarding Real Property to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person:

North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Pro Tem Jensen and Council Member Shoffner)
 - C) Section 551.074 Personnel Matters under Subsection (1) to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:

Town Manager position (W. Carroll)

RECONVENE INTO REGULAR SESSION

12. [2019-357-T](#) Consider and take appropriate action regarding the Executive Session (W. Carroll).

ADJOURN

*** The Town Council may convene into executive session to discuss posted items as allowed by the Texas Open Meeting Act, LGC.551.071**

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on August 9, 2019 by 5:00 p.m. in accordance with Chapter 551, Texas Government Code.

Holly Fimbres
Town Secretary/RMO

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2900, 48 hours in advance, and reasonable accommodations will be made to assist you.

I certify that the attached notice and agenda of items to be considered by the Council was removed by me from the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on the _____ day of _____, 2019.

_____, Title: _____

Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #: 2019-346-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/23/2019 **In control:** Town Council
On agenda: 8/13/2019 **Final action:**
Title: Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):
*Back to School
*Community Pool
*Early Voting

Attachments:

Date	Ver.	Action By	Action	Result
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Agenda Item No. 1:

Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):
*Back to School
*Community Pool
*Early Voting

Legislation Details (With Text)

File #:	2019-362-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	8/1/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Tarrant County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).				
Attachments:	Staff Report - Tarrant County Elections Contract.pdf Tarrant County Election Agreement and Contract for September 2019 Special Election.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 2:

Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Tarrant County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

To: Mayor and Town Council

From: Holly Fimbres, Town Secretary/RMO

CC: Wade Carroll, Interim Town Manager

**Re: Tarrant County Elections Agreement – September 2019 Special Election
Town Council Meeting, August 13, 2019**

Agenda Item:

Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Tarrant County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

Strategic Link:

Administrative & Financial Services – Exercise fiscal discipline in all Town operations.

Background and Explanation:

The Town will be holding a Special Election on September 7, 2019 and therefore Staff is seeking to enter into an agreement with Tarrant County Elections for their administration services of such election.

Financial Considerations:

The estimated cost that Tarrant County Elections has provided is \$8,858.42.

Legal Review:

Not applicable.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends approval of the Election Agreement and Contract between the Town of Trophy Club and Tarrant County Elections.

Attachments:

- Tarrant County Election Agreement and Contract for September 2019 Special Election

THE STATE OF TEXAS

COUNTY OF TARRANT

ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT for election services is made by and between the Tarrant County Elections Administrator and the TOWN OF TROPHY CLUB, hereinafter referred to as "The Town."

This contract is made pursuant to Texas Election Code Sections 31.092 and 271.002 – 271.004, if applicable, and Texas Education Code Section 11.0581 for a September 7, 2019 election to be administered by the undersigned Tarrant County Elections Administrator, hereinafter referred to as "Elections Administrator." This term includes the Assistant Elections Administrator in the Elections Administrator's absence or disability.

RECITALS

The Town plans to hold a special election on September 7, 2019.

The County owns an electronic voting system, the Hart InterCivic eSlate/eScan Voting System (Version 6.2.1), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The Town desires to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended. The Town desires to contract for the voting system as described, in tandem with the County's elections services through the Elections Administrator's office, and to compensate the County for such use.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The parties agree to hold an Election" in accordance with Chapter 271 of the Texas Election Code and this agreement. The Tarrant County Elections Administrator shall coordinate, supervise, and handle all aspects of administering the Election as provided in this agreement. The Town agrees to pay the Tarrant County Elections Administrator for equipment, supplies, services, and administrative costs as provided in this agreement. The Tarrant County Elections Administrator shall serve as the administrator for the Election; however, The Town shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of each participating authority as necessary. Legal advice to or legal representation of The Town authorities by the Election Administrator's office or lawyers who advise or represent the Election Administrator is not included herewith; The Town should consult with its own counsel for any legal issues that arise, or with the Texas Secretary of State, as appropriate.

II. LEGAL DOCUMENTS

The Town shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or The Town's governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting system testing notices that are required by the Texas Election Code.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of The Town, including translation to languages other than English, including (but not necessarily limited to), as required by law, Spanish and Vietnamese. The Town shall provide a copy of their respective election orders and notices to the Tarrant County Elections Administrator.

III. VOTING LOCATIONS

The Elections Administrator shall select and arrange for the use of and payment for all Election Day voting locations. Voting locations will be, whenever possible, the usual voting location for each election precinct in elections conducted by The Town, and shall be compliant with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA). The proposed voting locations are listed in Attachment A of this agreement. In the event that a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location with the approval of the affected participating authorities. The Elections Administrator shall notify the participating authorities of any changes from the locations listed in Attachment A.

If polling places for the September 7, 2019 joint election are different from the polling place(s) used by The Town in its most recent election, The Town agrees to post a notice no later than September 7, 2019 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the political subdivision's polling place names and addresses in effect for the September 7, 2019 election. **This notice shall be written in the English, Spanish, and Vietnamese languages.**

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

Tarrant County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, The Town agrees to assist in recruiting polling place officials who are bilingual [(fluent in both English and Spanish) and (fluent in both English and Vietnamese)]. In compliance with the Federal Voting Rights Act of 1965, as amended, each polling place containing more than 5% Hispanic or Vietnamese population as determined by the most recent Census used for such determinations shall have one or more election officials who are fluent in both the English and Spanish or English and Vietnamese languages, as applicable. If a presiding judge is not bilingual, and is unable to appoint a bilingual clerk, the Elections Administrator may recommend a bilingual worker for the polling place. If the Elections Administrator is unable to recommend or recruit a bilingual worker, The Town shall be responsible for recruiting a bilingual worker for interpretation and translation services as needed at that polling place.

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to ensure that all election judges appointed for the Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying the judge of the appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at the hourly rate established by Tarrant County pursuant to Texas Election Code Section 32.091 or other law applicable to compensation for the election-related work. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close.

Election judges and clerks who attend voting equipment training and/or procedures training shall be compensated at the same hourly rate that they are to be paid on Election Day.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working as members of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the hourly rate set by Tarrant County in accordance with Election Code Sections 87.005, 127.004, and 127.006.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. The Elections Administrator shall ensure availability of tables and chairs at each polling place and shall procure rented tables and chairs for those polling places that do not have tables and/or chairs.

The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

The Town shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which The Town's ballot is to be printed). The Town shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions.

Early Voting by Personal Appearance shall be conducted exclusively on Tarrant County's eSlate electronic voting system. On Election Day, voters shall have a choice between voting on the eSlate electronic voting system or by a paper ballot that is scanned at the polling place using Tarrant County's eScan voting system. Provisional ballots cast on Election Day will be cast only on the eSlate electronic voting system to prevent the possibility of paper provisional ballots being immediately counted via the eScan ballot scanner.

The number of paper ballots printed for Election Day voting shall be, at a minimum, equal to the same Election Day turnout as in the last comparable election plus 25 percent of that number, with the final number of ballots ordered per polling place or precinct adjusted upward to end in a number divisible by 50.

The Elections Administrator shall be responsible for the preparation, testing, and delivery of the voting equipment for the election as required by the Election Code.

The Elections Administrator shall conduct criminal background checks on relevant employees upon hiring as required by Election Code Section 129.051(g).

VI. EARLY VOTING

The Town agrees to conduct early voting and to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code the Town agrees to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Tarrant County pursuant to Section 83.052 of the Texas Election Code. Deputy early voting clerks who are permanent employees of the Tarrant County Elections Administrator or any participating authority shall serve in that capacity without additional compensation.

Early Voting by personal appearance will be held at the locations, dates, and times listed in Attachment "B" of this document. Any qualified voter of the Election may vote early by personal appearance at any of the early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by The Town shall be forwarded immediately by fax or courier to the Elections Administrator for processing. The Elections Administrator will be responsible for managing the Annual Ballot by Mail voters for whom the Elections Administrator has received an Application for Ballot by Mail.

In addition to making the information on the roster for a person who votes an early voting ballot by personal appearance available for public inspection not later than the beginning of the regular business hours on the day after the date the information is entered on the roster, the Elections Administrator shall post on the county website The Town's early voting report on a daily basis and a cumulative final early voting report following the close of early voting. In accordance with Section 87.121(g) of the Election Code, the daily reports showing the previous day's early voting activity will be posted to the county website no later than 10:00 AM each business day.

VII. EARLY VOTING BALLOT BOARD AND SIGNATURE VERIFICATION COMMITTEE

Tarrant County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

The Elections Administrator shall determine whether a Signature Verification Committee is necessary, and if so, shall appoint the members.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central and remote counting stations to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The participating authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Counting Station Manager:	Heider Garcia, Elections Administrator
Tabulation Supervisor:	Troy Havard, Assistant Elections Administrator
Presiding Judge:	Kelley Roberson

The counting station manager or his/her representative shall deliver timely cumulative reports of the election results as precinct report to the central and remote counting stations and are tabulated. The manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to The Town, candidates, press, and general public by distribution of hard copies at the central counting station or by electronic distribution and by posting to the Tarrant County web site. To ensure the accuracy of reported election returns, results printed on the tapes produced by Tarrant County's voting equipment will not be released to the participating authorities at the remote collection sites or by phone from individual polling locations.

The Elections Administrator will prepare the unofficial canvass reports that are necessary for compliance with Election Code Section 67.004 after all precincts have been counted, and will deliver a copy of these unofficial canvass reports to The Town as soon as possible after all returns have been tabulated. The Town shall be responsible for the official canvass of the election.

The Elections Administrator will prepare the electronic precinct-by-precinct results reports for uploading to the Secretary of State as required by Section 67.017 of the Election Code. The Elections Administrator agrees to upload these reports for The Town unless requested otherwise.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office.

IX. PARTICIPATING AUTHORITIES WITH TERRITORY OUTSIDE TARRANT COUNTY

The Town agrees that the Elections Administrator shall administer only the Tarrant County portion of those elections.

XI. ELECTION EXPENSES AND ALLOCATION OF COSTS

Costs for Early Voting by Personal Appearance shall be allocated based upon the actual costs associated with each early voting site.

Costs for Early Voting by Mail shall be allocated according to the actual number of ballots mailed to each participating authority's voters.

The Town agrees to pay the Tarrant County Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs (but not less than \$ 75.00) in accordance with Section 31.100(d) of the Texas Election Code.

The Tarrant County Elections Administrator shall deposit all funds payable under this contract into the appropriate fund(s) within the county treasury in accordance with Election Code Section 31.100.

Cost schedule and invoicing.

A cost estimate for the services, equipment, and supplies provided by the Contracting Officer for the election and the runoff election is shown below and made a part of this Contract. This cost estimate shall serve as the cost schedule agreed upon by the contracting parties, as referenced in Section 31.093(a), Texas Election Code.

As soon as reasonably possible after the election or the runoff election, the Contracting Officer will submit an itemized invoice to the Town (i) for the actual expenses he/she incurred as described above and (ii) for the Contracting Officer's fee as described above. The invoice shall reflect any advance monies paid and any direct payments made. The Contracting Officer will use his/her best efforts to submit the invoice within 30 days after the election.

The Contracting Officer's invoice shall be due and payable by the Entity to the address set forth in the invoice within 30 days after its receipt by The Town. If the Town disputes any portion of the invoice, The Town shall notify the Contracting Officer in writing within such 30-day period or the invoice will be presumed to be a true and accurate rendering of the amount that is due.

XII. COST ESTIMATES AND DEPOSIT OF FUNDS

The total estimated obligation for The Town under the terms of this agreement is listed below. The Town agrees to pay the Tarrant County Elections Administrator a deposit of approximately 75% of this estimated obligation within 15 days after execution of this agreement. The exact amount of The Town's obligation under the terms of this agreement shall be calculated after the September 7, 2019 election, and if the amount of The Town's total obligation exceeds the amount deposited, The Town shall pay to the Elections Administrator the balance due within 30 days after the receipt of the final invoice from the Elections Administrator. However, if the amount of The Town's total obligation is less than the amount deposited, the Elections Administrator shall refund to The Town the excess amount paid within 30 days after the final costs are calculated.

The total estimated obligation and required deposit for The Town under the terms of this agreement shall be as follows:

	Actual #	Billed #	Estimated	Deposit
Political Subdivision	Polls	Polls	Cost	Due
TROPHY CLUB	1	1.00	\$ 8,858.42	\$ 6,700.00
TOTALS	1	1.00	\$ 8,858.42	\$ 6,700.00

XIII. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

The Town may withdraw from this agreement and the Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. The Town is fully liable for any expenses incurred by the Tarrant County Elections Administrator on behalf of The Town plus an administrative fee of ten percent (10%) of such expenses (but not less than \$ 75.00). Any monies deposited with the Elections Administrator by The Town shall be refunded, minus the aforementioned expenses and administrative fee if applicable.

XIV. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of The Town to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with The Town.

XV. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. By signing this document, the presiding officer of The Town agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and the participating authority's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Administrator agrees to provide advisory services to The Town as necessary to conduct a proper recount.

XVI. MISCELLANEOUS PROVISIONS

1. The Elections Administrator shall file copies of this document with the Tarrant County Judge and the Tarrant County Auditor in accordance with Section 31.099 of the Texas Election Code.
2. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
3. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Tarrant County, Texas.
4. In the event that one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
5. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
6. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.
7. Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.
8. In the event of an emergency or unforeseen event on Election Day that requires adjustment to these procedures to keep the election operating in a timely, fair, and accessible manner, Elections Administrator may make such adjustments to the procedures herein as the circumstances require.

XVII. CONTRACT ACCEPTANCE AND APPROVAL

By the signatures on the attached pages, the Contracting Officer and the representative of The Town warrant and represent that they are authorized to enter into this Contract.

WITNESS THE FOLLOWING SIGNATURES AND SEAL ON THE DATE SHOWN BELOW:

The Contracting Officer:

Heider Garcia
Elections Administrator

Date_____

The State of Texas §
County of Tarrant §

Before me, the undersigned authority, on this day personally appeared Heider Garcia, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed. Given under my hand and seal of office on this the _____ day of _____, 20__.

(Seal)

Signature of Notary

By the signatures on the attached pages, the Contracting Officer and the representative of each entity warrant and represent that they are authorized to enter into this Contract.

WITNESS THE FOLLOWING SIGNATURES AND SEAL ON THE DATE SHOWN BELOW:

TOWN OF TROPHY CLUB:

C. Nick Sanders
Mayor

Date_____

The State of Texas §
County of Tarrant §

Before me, the undersigned authority, on this day personally appeared C. Nick Sanders, known to me to be the persons whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed. Given under my hand and seal of office on this the _____ day of _____, 20__.

(Seal)

Signature of Notary

September 7, 2019 Town of Trophy Club Election (as of 7/15/19)

Precincts at Site

Election Day Polling Location

3500

Trophy Club Town Hall
1 Trophy Wood Drive
Trophy Club, Texas 76262

EARLY VOTING FOR SEPTEMBER 7, 2019
(VOTACION ADELANTADA DE EL 7 DE SEPTIEMBRE DE 2019)
(BẦU CỬ SỚM CHO NGÀY 7 THÁNG 9, NĂM 2019)

TOWN OF TROPHY CLUB SPECIAL ELECTION
(ELECCIÓN ESPECIAL DE LA CIUDAD DE TROPHY CLUB)
(Bầu Cử Đặc Biệt của Thị Trấn Trophy Club)

EARLY VOTING BY PERSONAL APPEARANCE DAYS AND HOURS
(DÍAS Y HORAS DE VOTACIÓN TEMPRANO POR APARICIÓN PERSONAL)
(Ngày và giờ đi bầu cử sớm)

August (Agosto) (Tháng Tám) 21 - 23	Wednesday – Friday (Miercoles- Viernes) (Thứ Tư – Thứ Sáu)	8:00 a.m. – 5:00 p.m.
August (Agosto) (Tháng Tám) 24 - 25	Saturday – Sunday (Sábado- Domingo) (Thứ Bảy - Chúa Nhật)	Closed (Cerrado) (Đóng)
August (Agosto) (Tháng Tám) 26 - 29	Monday – Thursday (Lunes- Jueves) (Thứ Hai – Thứ Năm)	8:00 a.m. – 5:00 p.m.
August (Agosto) (Tháng Tám) 30	Friday (Viernes) (Thứ Sáu)	7:00 a.m. – 7:00 p.m.
August (Agosto) (Tháng Tám) 31	Saturday (Sábado) (Thứ Bảy)	8:00 a.m. – 5:00 p.m.
September (Septiembre) (Tháng Chín) 1	Sunday (Domingo) (Chúa Nhật)	Closed (Cerrado) (Đóng)
September (Septiembre) (Tháng Chín) 2	Monday (Lunes) (Thứ Hai)	Closed (Holiday) (Cerrado (Día Festivo)) (Đóng)
September (Septiembre) (Tháng Chín) 3	Tuesday (Martes) (Thứ Ba)	7:00 a.m. – 7:00 p.m.

Location (Ubicación) (Địa điểm)	Address (Dirección) (Địa chỉ)	City (Ciudad) (Thành phố)	Zip Code (Código postal) (Mã Bưu Điện)
Trophy Club Town Hall	1 Trophy Wood Dr.	Trophy Club	76262

Application for a Ballot by Mail may be downloaded from our website: www.tarrantcounty.com/elections
(Solicitud para Boleta por Correo se puede descargar de nuestro sitio web): www.tarrantcounty.com/elections
(Có thể tải Đơn xin lá Phiếu Bầu qua Thư từ trên trang mạng của chúng tôi): www.tarrantcounty.com/elections

Information by phone: Tarrant County Elections Administration, 817-831-8683
(Información por teléfono): (Administración de Elecciones del Condado de Tarrant 817-831-8683)
(Thông tin qua điện thoại) (Điều Hành Bầu Cử Quận Tarrant, 817-831-8683)

Applications for a Ballot by Mail may be submitted between January 1, 2019 and August 27, 2019 by mail, fax or email to:
(Solicitudes para una Boleta por Correo pueden ser sometidas entre el 1 de enero de 2019 y el 27 de agosto de 2019 por correo, fax o email a):
(Đơn xin lá phiếu bầu qua thư phải được gửi vào giữa Ngày 1 Tháng 1, Năm 2019 và Ngày 27 Tháng 8, Năm 2019 bằng thư, fax hoặc email đến:)

Early Voting Clerk (Secretario De Votación Adelantada) (Thư Ký Bầu Cử Sớm)
PO Box 961011
Fort Worth TX 76161-0011

Fax: 817-850-2344
Email: votebyemail@tarrantcounty.com

Legislation Details (With Text)

File #:	2019-363-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	8/1/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Denton County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).				
Attachments:	Staff Report - Denton County Elections Agreement.pdf Denton County Election Agreement and Contract for September 2019 Special Election.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 3:

Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Denton County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

To: Mayor and Town Council

From: Holly Fimbres, Town Secretary/RMO

CC: Wade Carroll, Interim Town Manager

**Re: Denton County Elections Agreement – September 2019 Special Election
Town Council Meeting, August 13, 2019**

Agenda Item:

Consider and take appropriate action regarding an Election Agreement and Contract between the Town of Trophy Club and Denton County Elections for administration of the Town's September 7, 2019 Special Election; and authorize the Mayor or his designee to execute all necessary documents (W. Carroll).

Strategic Link:

Administrative & Financial Services – Exercise fiscal discipline in all Town operations.

Background and Explanation:

The Town will be holding a Special Election on September 7, 2019 and therefore Staff is seeking to enter into an agreement with Denton County Elections for their administration services of such election.

Financial Considerations:

The estimated cost that Denton County Elections has provided is \$13,728.12.

Legal Review:

Not applicable.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends approval of the Election Agreement and Contract between the Town of Trophy Club and Denton County Elections.

Attachments:

- Denton County Election Agreement and Contract for September 2019 Special Election

THE STATE OF TEXAS

COUNTY OF DENTON

ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT for election services is made by and between the Denton County Elections Administrator and the Town of Trophy Club.

This contract is made pursuant to Texas Election Code Sections 31.092 for a September 07, 2019 special election to be administered by Frank Phillips, Denton County Elections Administrator, hereinafter referred to as "Elections Administrator."

RECITALS

The Town of Trophy Club plans to hold an election on September 07, 2019.

The County owns the Hart InterCivic Verity Voting System, which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The contracting political subdivision (participating authority) desires to use the County's voting system and to compensate the County for such use and to share in certain other expenses connected with the election, in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The Participating Authority agrees to hold an Election with Denton County in accordance with the Texas Election Code and this agreement. The Elections Administrator shall coordinate, supervise, and handle all aspects of administering the Election as provided in this agreement. The Participating Authority agrees to pay the Elections Administrator for equipment, supplies, services, and administrative costs as provided in this agreement. The Elections Administrator shall serve as the administrator for the Election; however, the Participating Authority shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Participating Authority as necessary.

It is understood that other political subdivisions may wish to participate in the use of the County's

voting system and polling places, and it is agreed that the Elections Administrator may enter into other election agreements and contracts for election services for those purposes, on terms and conditions generally similar to those set forth in this contract. In such case, costs shall be pro-rated among the participants according to Section X of this contract.

II. LEGAL DOCUMENTS

The Participating Authority shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or the Participating Authority's governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting equipment testing notices that are required by the Texas Election Code. Election orders should include language that would not necessitate amending the order if any of the Early Voting and/or Election Day polling places change.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of the Participating Authority, including translation to languages other than English. The Participating Authority shall provide a copy of its election orders and notices to the Elections Administrator.

III. VOTING LOCATIONS

The Elections Administrator shall select and arrange for the use of and payment for all voting locations. Voting locations will be, whenever possible, the usual voting location for each election precinct in elections conducted by the county, and shall be compliant with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA). The proposed voting locations are attached as Exhibit A. In the event a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location. The Elections Administrator shall notify the Participating Authority of any changes from the location listed in Exhibit A.

If polling place(s) for the September 07, 2019 election are different from the polling place(s) used by the Participating Authority in its most recent election, the Participating Authority agrees to post a notice no later than September 6, 2019 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the political subdivision's polling place names, addresses, and room or suite number, if applicable, in effect for the September 07, 2019 election. This notice shall be written in both the English and Spanish languages.

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

Denton County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, the Participating Authority agrees to assist in recruiting polling place officials who are bilingual (fluent in both English and Spanish). In compliance with the Federal Voting Rights Act of 1965, as amended, each polling place containing more than 5% Hispanic population as determined by the 2010 Census shall have one or more election officials who are fluent in both the English and Spanish languages. If a presiding judge is not bilingual, and is unable to appoint a bilingual clerk, the Elections Administrator may recommend a bilingual worker for the polling place. If the Elections Administrator is unable to recommend or recruit a bilingual worker, the Participating Authority served by that polling place shall be responsible for recruiting a bilingual worker for translation services at that polling place.

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to insure that all election judges appointed for the Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Election judges and clerks who attend in-person voting equipment training and/or procedures training, shall be compensated at the rate of \$10 an hour. Election judges and clerks that elect to complete online training shall be compensated at a rate of a flat \$30. In the event that an Election judge or clerk completes both in-person and online training, they shall be compensated for the training resulting in the highest pay and will not be compensated for both trainings.

The Elections Administrator shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying them of their appointment, the dates/times and locations of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at the hourly rate established by Denton County pursuant to Texas Election Code Section 32.091. The election judge, or their designee, will receive an additional sum of \$25.00 for picking up the election supplies and equipment prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close. Likewise, the Lead Clerk in Early Voting, or their designee, will receive an additional sum of \$25.00 for picking up the election supplies prior to the first day of Early Voting and for returning the supplies and equipment to the Elections Department after Early Voting has ended.

The compensation rates established by Denton County are:

Early Voting – Lead Clerk (\$12/hour), Clerk (\$10/hour)

Election Day – Presiding Judge (\$12/hour), Alternate Judge (\$11/hour), Clerk (\$10/hour)

The Elections Administrator may employ other personnel necessary for the proper administration of the election, as well as, pre and post election administration. In such cases, cost shall be pro-rated among the participants of this contract. Part-time help as included as is necessary to prepare for the election, to ensure the timely delivery of supplies during Early Voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working in support of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the hourly rate set by Denton County in accordance with Election Code Sections 87.005, 127.004, and 127.006.

If elections staff is required outside of the hours of the office's normal scope of business, the entity(ies) responsible for the hours will be billed for those hours. The Elections Administrator will determine when those hours are necessary, the number of staff and whom are necessary, along with to whom the hours are to be billed. Cost for these hours will be billed at a rate of 1.5 times the staff's hourly rate (See Sections XIV #9). The Election Administrator has the right to waive these costs as they see fit.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, the County's Verity voting system and equipment, official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. The Elections Administrator shall ensure availability of tables and chairs at each polling place and shall procure rented tables and chairs for those polling places that do not have tables and/or chairs. Any additional required materials (required by the Texas Election Code) must be provided by the Participating Authority, and delivered to the Elections Office thirty-three (33) calendar days (August 5, 2019) prior to Election Day. If this deadline is not met, the material must be delivered by the participating authority, to all Early Voting and Election Day locations affected, prior to voting commencing. The Elections Administrator shall be responsible for conducting all required testing of the voting equipment, as required by Chapters 127 and 129 of the Texas Election Code.

The Participating Authority shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which the authority's ballot is to be printed). **Said list must be provided to the Elections Office within three (3) business days following the last day to file for a place on the ballot** or after the election is ordered, whichever is later. Said list must be in a Word document, the information must be in an upper and lower case format, be in Arial 12 point font, and contain candidate contact information for the purposes of verifying the pronunciation of each of the candidates' names. The participating authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions. The participating authority shall be responsible for proofing and approving the audio recording of the ballot insofar as it pertains to that

authority's candidates and/or propositions. **The approvals must be finalized with the Elections Office within five (5) calendar days of receipt of the proofs, or the provided proofs shall be considered approved.**

Early Voting by Personal Appearance and on Election Day shall be conducted exclusively on Denton County's Verity voting system including provisional ballots.

The Elections Administrator shall be responsible for the preparation, testing, and delivery of the voting equipment for the election as required by the Election Code.

The Elections Administrator shall conduct criminal background checks on the relevant employees upon hiring as required by Election Code 129.051(g).

VI. EARLY VOTING

The Participating Authority agrees to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. The Participating Authority agrees to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The Participating Authority further agrees that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Denton County pursuant to Section 83.052 of the Texas Election Code. Deputy early voting clerks who are permanent employees of the Denton County Elections Administrator or any Participating Authority shall serve in that capacity without additional compensation.

Early Voting by personal appearance will be held at the locations, dates and times listed on the Town of Trophy Club Election Order, which is attached to this contract as Exhibit B. The main early voting location will be Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, TX 76262. All requests for Temporary Early Voting Locations will be considered, and determined based on the availability of sites and if it is within the Election Code parameters. All costs for temporary sites including coverage by Election Administration staff will be borne by the requesting authority. The Elections Administrator will determine when those hours are necessary, the number of staff and whom are necessary, along with to whom the hours are to be billed. Cost for these hours will be billed at a rate of 1.5 times the staff's hourly rate (See Sections XIV #9). The Election Administrator has the right to waive these costs as they see fit.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the participating authorities shall be forwarded immediately by fax or courier to the Elections Administrator for processing. The address for the Denton County Early Voting Clerk is:

Frank Phillips, Early Voting Clerk
Denton County Elections
PO Box 1720
Denton, TX 76202

Email: elections@dentoncounty.com

Any requests for early voting ballots to be voted by mail, and the subsequent actual voted ballots, that are sent by a contract carrier (ie. UPS, FedEx, etc.) shall be delivered to the Early Voting Clerk at the Denton County Elections Department's physical address as follows:

Frank Phillips, Early Voting Clerk
Denton County Elections
701 Kimberly Drive, Suite A101
Denton, TX 76208

Email: elections@dentoncounty.com

The Elections Administrator shall post on the county website, the Participating Authority's Early Voting Roster on a daily basis. In accordance with Section 87.121 of the Election Code, the daily roster showing the previous day's early voting activity will be posted no later than 11:00 AM each business day.

VII. EARLY VOTING BALLOT BOARD

Denton County shall appoint the Presiding Judge of an Early Voting Ballot Board (EVBB) to process early voting results from the election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The Participating Authority hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoints the following central counting station officials:

Counting Station Manager: Brandy Grimes, Deputy Elections Administrator
Tabulation Supervisor: Jason Slonaker, Technology Resources Coordinator
Presiding Judge: Early Voting Ballot Board Judge
Alternate Judge: Early Voting Ballot Board Alternate Judge

The counting station manager or their representative shall deliver timely cumulative reports of the election results as precincts report to the central counting stations and are tabulated by posting on the Elections Administrator's Election Night Results website. The manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to the participant, candidates, press, and general public by distribution of hard copies at the central counting station (if requested) and by posting to the Elections Administrator's Election Night Results website. To ensure the accuracy of reported election returns, results printed on the tapes produced by Denton County's voting equipment will not be released to the Participating Authority at the polling location or by phone from individual polling locations.

The Elections Administrator will prepare the unofficial canvass reports after all precincts have been counted, and will deliver a copy of the unofficial canvass to the Participating Authority as soon as possible after all returns have been tabulated. The Elections Administrator will include the tabulation and precinct-by-precinct results that are required by Texas Election Code Section 67.004 for the participating authorities to conduct their respective canvasses. The Participating Authority shall be responsible for the official canvass of its election, and shall notify the Elections Administrator, or their designee, of the date of the canvass, no later than three days after Election Day.

The Elections Administrator will prepare and deliver by email the electronic precinct-by-precinct results reports for the Participating Authority to upload to the Secretary of State as required by Section 67.017 of the Election Code.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to the Participating Authority and the Secretary of State's Office.

IX. RUNOFF ELECTION

The participating authority shall have the option of extending the terms of this agreement through its runoff election, if applicable. In the event of such runoff election, the terms of this agreement shall automatically extend unless the participating authority notifies the Elections Administrator in writing within 3 business days of the original election.

The participating authority shall reserve the right to reduce the number of early voting locations and/or Election Day voting locations in a runoff election.

The participating authority agrees to order any runoff election(s) at its meeting for canvassing the votes from the September 07, 2019 election and to conduct its drawing for ballot positions at or immediately following such meeting in order to expedite preparations for its runoff election.

The Participating Authority agrees that the date of the runoff election, if necessary, shall be Saturday, 2019-10-12, with early voting being held in accordance with the Election Code.

X. ELECTION EXPENSES AND ALLOCATION OF COSTS

The participating authorities agree to share the costs of administering the Joint Election. Allocation of the costs, unless specifically stated otherwise, is mutually agreed to be shared according to a formula, which is based on the number of registered voters within the district per Elections Day polling place. Costs for polling places shared by more than one participating authority shall be pro-rated among the participants utilizing that polling place.

It is agreed that the charges for Election Day judges and clerks and Election Day polling place rental fees shall be directly charged to the appropriate participating authority rather than averaging those costs among all participants.

If a participating authority's election is conducted at more than one Election Day polling place, there shall be no charges or fees allocated to the participating authority for the cost of the Election Day polling place in which the authority has fewer than 50% of the total registered voters served by that polling place, except that if the number of registered voters in all of the authority's polling places is less than the 50% threshold, the participating authority shall pay a pro-rata share of the cost associated with the polling place where it has the greatest number of registered voters.

Costs for Early Voting by Personal Appearance shall be allocated based upon the actual costs associated with each early voting site. Each participating authority shall be responsible for an equal portion of the actual costs associated with the early voting sites located within their jurisdiction. Participating authorities that do not have a regular (non-temporary) early voting site within their

jurisdiction shall pay an equal portion of the nearest regular early voting site.

Costs for Early Voting by mail shall be allocated according to the actual number of ballots mailed to each participating authority's voters.

Cost for all in-person and provisional ballots and Poll Pad paper shall be allocated according to the actual number of ballots issued to each participating authority's voter.

Each participating authority agrees to pay the Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

The Denton County Elections Administrator shall deposit all funds payable under this contract into the appropriate fund(s) within the county treasury in accordance with Election Code Section 31.100.

The Denton County Elections Administrator reserves the right to adjust the above formulas in agreement with an individual jurisdiction if the above formula results in a cost allocation that is inequitable.

If any participating authority makes a special request for extra Temporary Branch Early Voting by Personal Appearance locations as provided by the Texas Election Code, that entity agrees to pay the entire cost for that request.

Participating authorities having the majority of their voters in another county, and fewer than 500 registered voters in Denton County, and that do not have an Election Day polling place or early voting site within their Denton County territory shall pay a flat fee of \$400 for election expenses.

Election expenses, including but not limited to, overtime charges for Election Office staff, and any unforeseen expenses needed to conduct the election, will be borne by the participating authority or authorities, affected.

XI. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

The Participating Authority may withdraw from this agreement should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. The withdrawing authority is fully liable for any expenses incurred by the Denton County Elections Administrator on behalf of the authority plus an administrative fee of ten percent (10%) of such expenses. Any monies deposited with the Elections Administrator by the withdrawing authority shall be refunded, minus the aforementioned expenses and administrative fees, if applicable.

XII. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to the Participating Authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of the Participating Authority to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the Participating Authority.

XIII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. By signing this document, the presiding officer of the contracting Participating Authority agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and the Participating Authority's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Administrator agrees to provide advisory services to the Participating Authority as necessary to conduct a proper recount.

XIV. MISCELLANEOUS PROVISIONS

1. The Elections Administrator shall file copies of this document with the Denton County Treasurer and the Denton County Auditor in accordance with Section 31.099 of the Texas Election Code.
2. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.

3. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Denton County, Texas.
4. In the event that one of more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
5. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
6. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.
7. Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.
8. Failure for the Participating Authority to meet the deadlines as outlined in this contract may result in additional charges, including but not limited to, overtime charges, etc.
9. Elections Staffing Hourly Rate (includes all benefit pay):

Absentee Voting Coordinator	\$29.464
Voter Registration Clerk	\$22.926 - \$24.718
Technology Resources Coordinator	\$32.400
Elections Technician	\$21.309 - \$24.718
Voter Registration Coordinator	\$30.442
Training Coordinator	\$31.158
Election Coordinator	\$31.962

XV. COST ESTIMATES AND DEPOSIT OF FUNDS

The total estimated obligation for the Participating Authority under the terms of this agreement is listed below. The exact amount of the Participating Authority's obligation under the terms of this agreement shall be calculated after the September 07, 2019 election (or runoff, if applicable). The Participating Authority's obligation shall be paid to Denton County within 30 days after the receipt of the final invoice from the Denton County Elections Administrator.

The total estimated obligation for each Participating Authority under the terms of this agreement shall be provided within 45 days after the last deadline for ordering an election.

The total estimated obligation for each Participating Authority under the terms of this agreement shall be as follows:

Political subdivision	Actual # Billed #		Estimated Deposit	
	Polls	Polls	Cost	Due
TROPHY CLUB	1	1.0	\$13,728.12	\$0.00
TOTAL	1	1	\$13,728.12	\$0.00

XVII. JOINT CONTRACT ACCEPTANCE AND APPROVAL

IN TESTIMONY HEREOF, this agreement has been executed on behalf of the parties hereto as follows, to-wit:

- (1) It has on the 7 day of August, 2019 been executed by the Denton County Elections Administrator pursuant to the Texas Election Code so authorizing;
- (2) It has on the 13th day of August, 2019 been executed on behalf of the Town of Trophy Club pursuant to an action of the Town of Trophy Club Council so authorizing;

ACCEPTED AND AGREED TO BY DENTON COUNTY ELECTIONS ADMINISTRATOR:

APPROVED:



Frank Phillips, CERA

ACCEPTED AND AGREED TO BY THE TOWN OF TROPHY CLUB TOWN COUNCIL:

APPROVED:

ATTESTED:

C. Nick Sanders, Mayor

Holly Fimbres, Town Secretary



September 7th, 2019 Trophy Club Special Election Early Voting

Early Voting Locations Dates and Times:

Wednesday - Friday	August 21 - 23	8am – 5pm
Monday – Thursday	August 26 - 29	8am – 5pm
Friday	August 30	7am – 7pm
Saturday	August 31	8am – 5pm
Tuesday	September 3	7am – 7pm

Trophy Club Town Hall
1 Trophy Wood Dr., Trophy
Club

Town of Trophy Club Special Election				
Election Day Location - Open 7am - 7pm				
Saturday, September 7, 2019				
Precinct	Location	Address	City	Zipcode
4031	Trophy Club Town Hall	1 Trophy Wood Dr	Trophy Club	76262
4032	Trophy Club Town Hall	1 Trophy Wood Dr	Trophy Club	76262



Elección especial del Pueblo de Trophy Club - 7 de septiembre de 2019 votación adelantada

Lugares de votación adelantada fechas y horas:

miércoles - viernes	agosto 21 - 23	8am – 5pm
lunes – jueves	agosto 26 - 29	8am – 5pm
viernes	agosto 30	7am – 7pm
sábado	agosto 31	8am – 5pm
martes	septiembre 3	7am – 7pm

Trophy Club Town Hall

1 Trophy Wood Dr., Trophy
Club

Pueblo de Trophy Club Eleccion Especial				
Ubicacion de Votación en día de elección - abierto 7am - 7pm				
9/7/19				
Precinto	Ubicacion	Dirección	Ciudad	código postal
4031	Trophy Club Town Hall	1 Trophy Wood Dr	Trophy Club	76262
4032	Trophy Club Town Hall	1 Trophy Wood Dr	Trophy Club	76262

**TOWN OF TROPHY CLUB, TEXAS
ORDINANCE NO. 2019-15**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, ORDERING AND CALLING A SPECIAL ELECTION FOR THE TOWN OF TROPHY CLUB ("TOWN") TO BE HELD ON SEPTEMBER 7, 2019 FOR THE PURPOSE OF ELECTING ONE (1) COUNCILMEMBER FOR PLACE NO. 4 TO THE TOWN COUNCIL TO FILL THE REMAINDER OF AN UNEXPIRED TERM OF OFFICE CREATED BY A VACANCY (TERM EXPIRING MAY 2021); PROVIDING FOR THE INCORPORATION OF PREMISES; SPECIFYING THE DATE OF ELECTION; SPECIFYING THE PURPOSE OF THE ELECTION; SPECIFYING ELIGIBILITY FOR CANDIDACY; PROVIDING FOR APPLICATION FOR A PLACE ON THE BALLOT; PROVIDING FOR A RUNOFF ELECTION; AUTHORIZING CONTRACTS WITH DENTON COUNTY ELECTIONS AND TARRANT COUNTY ELECTIONS FOR ADMINISTRATION OF THE SPECIAL ELECTION; ESTABLISHING OTHER PROCEDURES FOR CONDUCTING THE SPECIAL ELECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 3.004 of the Texas Election Code provides that the governing body of a municipality shall be the authority to order a Special Election; and

WHEREAS, the Town Council finds and declares that the meeting at which this Ordinance is considered is open to the public as required by law, and that public notice of the time, place, and purpose of such meeting was given as required by Chapter 551, Texas Government Code, as amended; and

WHEREAS, pursuant to Article III, The Council, Section 3.04, Vacancies, Forfeiture of Office, Filling of Vacancies, of the Town's Home Rule Charter, the Town Council hereby calls a Special Election for the purpose of electing one (1) Councilmember for Place No. 4 to the Town Council to fill the remainder of an unexpired term of office created by a vacancy (term expiring May 2021); and

WHEREAS, according to Section 201.051 of the Texas Election Code, if a vacancy in office is to be filled by Special Election, the election shall be ordered as soon as practicable after the vacancy occurs.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS:

SECTION 1
INCORPORATION OF PREMISES

All of the above premises are true and correct and are hereby incorporated in the body of this Ordinance as if fully set forth herein.

All resident, qualified voters of the Town shall be eligible to vote at the Special Election.

SECTION 2
DATE OF ELECTION

It is hereby ordered that a Special Election shall be held on September 7, 2019, from 7:00 a.m. to 7:00 p.m.

SECTION 3
PURPOSE OF ELECTION

The purpose of the Special Election is to elect one (1) Councilmember for Place No. 4 to the Town Council to fill the remainder of an unexpired term of office created by a vacancy (term expiring May 2021).

SECTION 4
ELIGIBILITY FOR CANDIDACY

As set forth in Section 141.001 of the Texas Election Code, to be eligible for a public elective office in this state, a person must: 1) be a United States citizen; 2) be 18 years of age or older on the first day of the term to be filled at the election; 3) have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote; 4) have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities; 5) have resided continuously in the state for 12 months and in the territory from which the office is elected for six months immediately preceding the date of the regular filing deadline for a candidate's application for a place on the ballot for a candidate whose name is to appear on a general election ballot, or the date of the election at which the candidate's name is written in for a write-in candidate; 6) on the date described by subdivision 5, be registered to vote in the territory from which the office is elected; and 7) satisfy any other eligibility requirements prescribed by law for the office.

Additional requirements are set forth in Article III, Section 3.02, of the Trophy Club Town Charter and are as follows:

(a) Each person who becomes a candidate for Mayor or Councilmember shall meet the following qualifications:

(1) be at least eighteen (18) years of age on the first day of the form to be filed;

- (2) be a citizen of the United States;
- (3) be a qualified voter of the Town;
- (4) reside and have resided for at least twelve (12) months preceding the election within the corporate limits of the Town;
- (5) no candidate may file for more than one office or position number per election;
- (6) no employee of the Town shall continue in such position after becoming a candidate for a Town elective office; and,
- (7) If any sitting Councilmember files to become a candidate for another public office, he shall resign his current seat upon filing for the new office.

SECTION 5

APPLICATION FOR A PLACE ON THE BALLOT

For the purpose of the September 7, 2019 Special Election and pursuant to Section 201.054 of the Texas Election Code, any eligible and qualified person may have that person's name printed upon the official ballot as a candidate for the office hereinbefore set forth by filing the person's sworn application with the Town Secretary not earlier than July 23, 2019 and not later than 5:00 p.m. on July 29, 2019. Each such application shall be on a form as prescribed by the Texas Election Code. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the Town Secretary as provided by Section 52.094 of the Texas Election Code. Notice of the time and place for such drawing shall be given in accordance with Section 52.094 of the Texas Election Code.

SECTION 6

RUNOFF ELECTION

If no candidate receives a majority of all votes cast for all of the candidates for his or her office at such election as required to be lawfully elected, there shall be a runoff election held. The runoff election shall be conducted as required by the Town Charter and the Texas Election Code. Notwithstanding the foregoing, the runoff election date has tentatively been set for October 12, 2019.

SECTION 7.

ELECTION CONTRACTS

Since the Town of Trophy Club is located in both Denton County and Tarrant County, the Mayor, or his designee, is authorized to execute the necessary contracts for the administration of the September 7, 2019 Special Election to the extent required for the Election to be conducted in an efficient and legal manner as determined by the Denton County Election and/or Tarrant County Election Administrators. Upon approval by the Town Council, a Joint Election Agreement between the Town and the Denton County Elections shall be incorporated herein by reference as **Exhibit "A"**. Upon approval by the Town Council, a Joint Election Agreement between the Town and the Tarrant County Elections shall be incorporated herein by reference as **Exhibit "B"**.

SECTION 8.
ELECTIONS ADMINISTRATION

8.1 Denton County. The Denton County Elections Administrator, Frank Phillips, is hereby appointed as Denton County Early Voting Clerk for the Election. Deputy early voting judges/clerks will be appointed as needed to process early voting mail and to conduct early voting. Early voting by mail shall be conducted in conformance with the requirements of the Code. Ballot applications and ballots voted by mail shall be sent to: Early Voting Clerk, P.O. Box 1720, Denton, Texas 76202. The Elections Administrator and/or the Early Voting Clerk are hereby authorized to appoint the members of the Early Voting Ballot Board and the presiding judge and alternate judge in accordance with the requirements of the Code. Early voting by personal appearance shall be conducted at the times on the dates and at the locations designated on **Exhibit "C"** hereto; such locations may be changed or additional early voting locations may be added by the Denton County Elections Administrator, without further action of the Town Council, as is necessary for the proper conduct of the Election.

8.2 Tarrant County. The Tarrant County Elections Administrator, Heider Garcia, is hereby appointed as Tarrant County Early Voting Clerk for the Election. Deputy early voting judges/clerks will be appointed as needed to process early voting mail and to conduct early voting. Early voting by mail shall be conducted in conformance with the requirements of the Code. Ballot applications and ballots voted by mail shall be sent to: Early Voting Clerk, P.O. Box 961011, Fort Worth, Texas 76161-0011. The Elections Administrator and/or the Early Voting Clerk are hereby authorized to appoint the members of the Early Voting Ballot Board and the presiding judge and alternate judge in accordance with the requirements of the Code. Early voting by personal appearance shall be conducted at the times on the dates and at the locations designated on **Exhibit "C"** hereto; such locations may be changed or additional early voting locations may be added by the Tarrant County Elections Administrator, without further action of the Town Council, as is necessary for the proper conduct of the Election.

SECTION 9.
NOTICE OF ELECTION PUBLICATION

Notice of the Election shall be given by posting a notice containing a substantial copy of this Ordinance in both English, Spanish, and Vietnamese at the Town Hall on the bulletin board used for posting notices of the Town Council meetings and by publication of said notice one time in a newspaper of general circulation published within the Town, the date of the publication to be not earlier than the 30th day or later than the 10th day before election day.

SECTION 10.
CANVASS OF ELECTION

Pursuant to Section 67.003 of the Texas Election Code, the Town Council will canvass the Election not earlier than September 10, 2019 and not later than September 18, 2019. Notice of the time and place for canvass shall be posted on the official bulletin board in the same manner as required by the Open Meetings Act for other Town Council meetings in accordance with the Chapter 551 of the Local Government Code.

SECTION 11.
VOTING RIGHTS ACT

The Mayor and the Town Secretary of the Town, in consultation with the Town Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code and the Federal Voting Rights Act in carrying out and conducting the Election, whether or not expressly authorized herein.

SECTION 12.
SEVERABILITY

It is hereby declared to be the intent of the Town Council of the Town of Trophy Club that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the Town Council without incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 13.
ENGROSSMENT AND ENROLLMENT

The Town Secretary of the Town of Trophy Club is hereby directed to engross and enroll this Ordinance as required by the Town Charter.

SECTION 14.
EFFECTIVE DATE

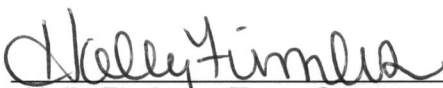
This Ordinance shall take effect immediately upon adoption.

PASSED AND APPROVED by the Town Council of the Town of Trophy Club, Texas, this 23rd day of July 2019.



C. Nick Sanders, Mayor
Town of Trophy Club, Texas

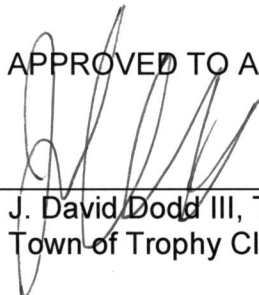
ATTEST:



Holly Fimbres, Town Secretary
Town of Trophy Club, Texas



APPROVED TO AS FORM:



J. David Dodd III, Town Attorney
Town of Trophy Club, Texas

EXHIBIT "A"

JOINT ELECTION AGREEMENT

**BETWEEN THE TOWN OF TROPHY CLUB, TEXAS and DENTON COUNTY
ELECTIONS**

Incorporated By Reference

EXHIBIT "B"

JOINT ELECTION AGREEMENT

**BETWEEN THE TOWN OF TROPHY CLUB, TEXAS and TARRANT COUNTY
ELECTIONS**

Incorporated By Reference

EXHIBIT "C"
NOTICE FOR EARLY VOTING

Incorporated By Reference

Denton County

Early voting by personal appearance will be conducted at 1 Trophy Wood Drive, Trophy Club, Texas 76262 on the following dates:	
Wednesday, August 21	8:00 a.m. to 5:00 p.m.
Thursday, August 22	8:00 a.m. to 5:00 p.m.
Friday, August 23	8:00 a.m. to 5:00 p.m.
Monday, August 26	8:00 a.m. to 5:00 p.m.
Tuesday, August 27	8:00 a.m. to 5:00 p.m.
Wednesday, August 28	8:00 a.m. to 5:00 p.m.
Thursday, August 29	8:00 a.m. to 5:00 p.m.
Friday, August 30	7:00 a.m. to 7:00 p.m.
Saturday, August 31	8:00 a.m. to 5:00 p.m.
Tuesday, September 3	7:00 a.m. to 7:00 p.m.

Tarrant County

Early voting by personal appearance will be conducted at 1 Trophy Wood Drive, Trophy Club, Texas 76262 on the following dates:	
Wednesday, August 21	8:00 a.m. to 5:00 p.m.
Thursday, August 22	8:00 a.m. to 5:00 p.m.
Friday, August 23	8:00 a.m. to 5:00 p.m.
Monday, August 26	8:00 a.m. to 5:00 p.m.
Tuesday, August 27	8:00 a.m. to 5:00 p.m.
Wednesday, August 28	8:00 a.m. to 5:00 p.m.
Thursday, August 29	8:00 a.m. to 5:00 p.m.
Friday, August 30	7:00 a.m. to 7:00 p.m.
Saturday, August 31	8:00 a.m. to 5:00 p.m.
Tuesday, September 3	7:00 a.m. to 7:00 p.m.

Legislation Details (With Text)

File #:	2019-350-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding an Amendment to the Interlocal Agreement between the Town and Northwest Independent School District for School Resource Officer services for Fiscal Year 2019-2020; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).				
Attachments:	Staff Report - NISD Interlocal Agreement for SRO Services.pdf NISD - Interlocal Agreement for School Resource Officer Services FY16-17.pdf Amendment No. 3 to NISD Interlocal Agreement for School Resource Officer Services.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 4:

Consider and take appropriate action regarding an Amendment to the Interlocal Agreement between the Town and Northwest Independent School District for School Resource Officer services for Fiscal Year 2019-2020; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).

To: Mayor and Town Council

From: Patrick Arata, Police Chief

CC: Wade Carroll, Interim Town Manager
Holly Fimbres, Town Secretary/RMO

Re: School Resource Officer Services
Town Council Meeting, August 13, 2019

Agenda Item:

Consider and take appropriate action regarding an Amendment to the Interlocal Agreement between the Town and Northwest Independent School District for School Resource Officer services for Fiscal Year 2019-2020; and authorizing the Mayor or his designee to execute all necessary documents (W. Carroll).

Strategic Link:

Safety & Security - Achieve exceedingly high standards for public safety and low crime rates.

Background and Explanation:

This Interlocal Agreement is for Police School Resource Officer services for Fiscal Year 2019 - 2020. The agreement provides two School Resource Officers for the four schools in Trophy Club for one year. This agreement provides that NISD will cost-participate in the salary and benefits for the officers, as well as provide funding for Police vehicle use.

Financial Considerations:

NISD will pay the Town an amount not to exceed \$122,820.00 for the maintenance of two (2) School Resource Officers.

Legal Review:

Not applicable.

Staff Recommendation:

Staff recommends Council approve Amendment No. 3 to the NISD Interlocal Agreement for School Resource Officer services.

Attachments:

- NISD Interlocal Agreement for School Resource Officer Services FY2016-17
- Amendment No. 3 to NISD Interlocal Agreement for School Resource Officer Services

STATE OF TEXAS

**§ Interlocal Agreement by and between
§ The Town of Trophy Club, Texas and
§ Northwest Independent School District
§ for School Resource Officer Services**

This Agreement is entered into upon the date of the last party's signature to this Agreement and is between the Town of Trophy Club, Texas, a home rule municipal corporation located in Denton and Tarrant Counties (hereinafter referred to as the "Town"), and Northwest Independent School District, A Texas District located in Denton, Tarrant and Wise Counties, Texas (hereinafter referred to as the "District"). The Town and District made the following findings in entering into this Agreement:

WHEREAS, this Agreement for School Resource Officer (SRO) Services is made pursuant to the authority granted to the parties pursuant to Texas Government Code 791.001 - 791.0029, known as the Interlocal Cooperation Act; and

WHEREAS, the expense of any payments of performance required by this Agreement shall come from current revenues legally available to the parties; and

WHEREAS, the subject of this Agreement is necessary for the benefit of the public and the students and each party, and that the performance and payment fairly compensates both parties;

WHEREAS, the goals of the SRO Program are as follows:

1. Provision of security and protection of District's students, staff, and property.
2. Reduction of criminal offenses committed by juveniles and young adults.
3. Establish rapport with the students.
4. Establish rapport with the parents, faculty, staff, administrators and other adults.
5. Create and expand programs with vision and creativity to increase student participation, which will benefit the students, the District, the Police Department, and the community.
6. Present positive role models for students.

NOW, THEREFORE, for and in consideration of the mutual undertakings hereinafter set forth and for adequate consideration given, the parties agree to cooperate in securing the placement of two(2) School Resource Officers for the District as follows:

**I.
Town Obligations**

The Town agrees to provide two (2) fully-qualified, licensed peace officers who will be assigned by the Town to serve as a School Resource Officer assigned to the District. The Town agrees to supply any and all necessary equipment, including by not limited to uniforms, radio, computer and any other personal defense equipment for the School Resource Officer. The Town agrees to provide all of the above to the District, for the consideration provided in section V below.

If the SRO cannot report for duty and will be absent for a day or partial day the Town shall notify the District liaison, via email, notifying what SRO is not going to be reporting for duty and the name of the substitute Officer.

II.

Duties of School Resource Officer

2.01 Duties. While on duty for the District, the School Resource Officer shall perform and otherwise fulfill the following duties and obligations including, but not limited to the following:

- Works closely with campus and District staff to provide a safe and secure learning environment.
- Act as a resource person in the area of law enforcement education.
- Cooperate and assist, in any manner assigned in compliance with the law by the District, in any District efforts, programs, or classes to educate students on law enforcement and criminal justice issues.
- Make arrests and referrals of criminal law violators within the discretion of the School Resource Officer. Although the SRO has been placed in a formal education environment, they are not relieved of their official duties as enforcement officers. Decisions to intervene normally will be made when it is necessary to prevent violence, a breach of the peace, personal injury or loss of property. Citations should be issued and arrests made when appropriate and in accordance with Town Police Department policies and procedures.
- Conduct or assist in criminal investigations of violations of law on District property.
- Provide a law enforcement resource when necessary to maintain the peace on the District's property and campuses.
- Take enforcement action on criminal offenses when appropriate and in accordance with Town Police Department policies and procedures.
- Wear an approved police uniform while on duty, or other apparel as approved by the Chief of Police.
- Perform other duties requested by the District so long as the performance of such duties is legitimately and reasonably related to the purposes of this Agreement and so long as such duties are consistent with state and federal law and the policies and procedures of the District and the Town.
- Follow and conform to all policies and procedures of the District that do not conflict with the policies and procedures of the Town. The parties to this Agreement shall abide by all rules, regulations and procedures as outlined in the Civil Rights Act.
- Assist and evaluate with the implementation of security programs at the request of the District.
- Coordinate with school administrators, staff, other law enforcement agencies and courts to promote order and security on District campuses and property.

- Accompany and provide a secure environment for students and District personnel on curricular and extracurricular trips inside and outside of the District.
- Attend and provide a secure environment at any school-related events and functions including but not limited to, sporting events, class dances and socials, and other social or educational gatherings within District campuses and property.
- Counsel with parents and staff as necessary.
- Coordinate directly with campus principals regarding the individual needs of their campus or the District.
- Use a common sense approach to enforcement and conduct self in a professional manner.
- Report all situations involving violence or other dangerous situations to the District Superintendent or designee as soon as possible.
- Advise students on responsibilities and procedures concerning criminal matters.
- Help resolve issues between students that involve matters that may result in criminal violations, disturbances or disruptions.
- Maintain confidentiality of student information in compliance with the Family Education Rights and Privacy Act ("FERPA").

If at some point, the work schedule of the School Resource Officer does not fulfill the full-time requirements of a Town employee, the Town retains the right to direct the activities of the School Resource Officer in order to comply with the full-time requirements.

2.02. Property Damage. To the extent provided by law, the Town or its Police Department will not under any circumstances be responsible for any property belonging to the District, it's officers, members, agents, employees, subcontractors, program participants, licensees or invitees, which may be lost, stolen, destroyed or in any way damaged as a result of the action or inaction of the School Resource Officer.

III. Assignments

A School Resource Officer is an employee of the Town. This Agreement includes two (2) School Resource Officers. The function of a School Resource Officer is to act as an educator, counselor, and law enforcement official on the campuses and property of the District. The School Resource Officer will be a licensed peace officer under the laws of the State of Texas. The Town will select the officer from the eligible applicants for employment. The District will provide input to the Town regarding the selection, with the final decision regarding employment being the Town's decision. Town affirms it has complied or will comply, prior to the performance of any work for District, with the requirements regarding criminal background checks as provided under Texas Education Code, Chapter 22. This law requires the independent contractor to obtain all criminal history record information on all persons to whom the law

applies through the Texas Department of Public Safety (DPS) clearinghouse. This process includes fingerprinting in order to submit the individuals to a national check. Town must certify to District that the Town has received all criminal history record information on all SROs, and that there were no positive hits. The cost of this requirement is to be paid by the Town.

The District will have the authority to create and modify work schedules and make job assignments while the officer is on-duty at a District campus or property. For **school year 2016-2017**, the School Resource Officers are expected to be at his or her **campus assignment each day school is in session, starting at an early enough time to monitor and assist student arrival to secondary campuses. Officers are expected to remain on campus throughout the day and remain through the dismissal process**, unless the hours are adjusted to accommodate other District assignments. The District will work with the SRO to manage their time, as to not accrue District-initiated overtime for specific District requests. Any conflict of such schedules or assignments will be referred to the Town and District Liaisons for resolution.

While the SRO is a police officer who reports to the Chief of Police or his designee, it is also expected that the SRO will serve as contracted services to the District and is, therefore, subject to campus assignment or temporary reassignment by the District Superintendent or his designee based on the needs of the District.

IV. District Obligations

The District shall provide the following:

- Office space at Medlin Middle School and Byron Nelson High School;
- Computer, telephone, and other office equipment as needed by the School Resource Officers for the performance of their duties hereunder;
- Provide access and encourage classroom participation by the SRO;
- Provide the SRO with information and training on school procedures and policies;
- Provide the opportunity for the SROs to address teachers and administrators about the SRO Program, goals and objectives;
- Seek input from the SROs regarding criminal justice problems relating to students;
- Notify the Chief of Police immediately if a conflict arises between the SRO and a District representative;
- Allow campus principals to coordinate directly with the SRO regarding the individual needs of their campus.
- Provide SRO with access, including computer access, to student records pursuant to the Family Education Rights and Privacy Act (34 CFR § 99.31) for the purpose of criminal investigation of criminal acts committed by students, if and only if, investigating on behalf of the District and in furtherance of the duties as an SRO, not as an employee of the Trophy Club Police Department.

V. Funding/Consideration

Funding for the School Resource Officer shall be provided as follows:

In consideration of the services provided and cross promises hereunder, for the school year 2016-2017, the District shall pay the Town an amount not to exceed **\$112,990** for the maintenance of the (2) two School Resource Officers. Notwithstanding the contribution of funds from the District, the Town shall

remain responsible for the balance of the funding required to maintain the officer's salary and standard Town employee benefits package. At all times under this Agreement, and notwithstanding any contribution of funds by the District, the Town shall remain responsible for the withholding of income taxes and Social Security, and for workers compensation, disability benefits, and insurance requirements for the School Resource Officer in accordance with the Town's standard employee benefits package then in existence. The Town will also ensure that the District remains listed as an additional insured on any policy covering the officer's activities and duties.

If the SRO cannot report to an NISD campus for duty, the Town shall provide another officer to fill in to perform the duties of the SRO in their absence. If an officer cannot be provided the daily rate (contracted amount above divided by 177 school days) will be deducted from the contracted amount for each day service is not provided by the Town.

Funding for renewal years, if applicable, shall be negotiated by the parties and documented in a written modification to this Agreement approved by the respective governing body for each party hereto in accordance with the terms of this Agreement.

VI.

Term

The term of this Agreement shall be in effect for the 2016-2017 school year with an initial term of one (1) year commencing on or about August 1, 2016 and ending on or about July 31, 2017 (hereinafter "Initial Term"). After the Initial term, this Agreement may be renewed annually for five (5) additional terms of one (1) year each by written agreement of the parties approved by the respective governing bodies unless otherwise terminated as provided herein. This Agreement may be terminated by either party upon thirty (30) days written notice prior the end of the Initial term or any renewal term.

VII.

Replacement

The District may, for cause, request a replacement of the School Resource Officer. Such a request shall be made through the Town's Chief of Police, shall be in writing and shall set forth the basis for the request. A replacement School Resource Officer shall be provided as soon as possible giving due consideration for the Town's staffing level and time required to complete the outside hiring process as necessary. The Town shall have the authority to change personnel serving as the School Resource Officer at any time, and in accordance with Section III, Assignments of this Agreement. In the event that the Town changes such personnel for any reason other than termination of the individual serving as School Resource Officer, Town shall provide written notice to District of such personnel change.

VIII.

Notices

Notice to the Town shall be accomplished by registered or certified United States Mail, postage prepaid, return receipt requested and addressed as follows:

Town Manager
Town of Trophy Club
Trophy Club, Texas 76262

Notice to the District shall be accomplished by registered or certified United States Mail, postage prepaid, return receipt requested and addressed as follows:

Superintendent of Schools
Northwest Independent School District
P.O. Box 77070
Fort Worth, Texas 76117

**IX.
Town Employee**

The School Resource Officers shall at all times remain an employee of the Town subject to the personnel policies of the Town and General Manual of the Trophy Club Police Department. Subject to Section III of this Agreement, the District shall have the authority to make decisions regarding the officer's assignment and schedule while on-duty at a District campus or property. Town is and at all times shall be deemed to be an independent contractor. Nothing herein shall be construed as creating the relationship of employer and employee, or principal and agent, between District and Town or any of Town's agents or employees. Town assumes responsibility for the acts of its employees as they relate to the services provided during the course and scope of their employment. Town, its agents and employees, shall not be entitled to any rights or privileges of District employees and shall not be considered in any manner to be District employees.

**X.
Governmental Immunity**

Neither the Town nor the District waives or relinquishes any governmental immunities or defenses on behalf of themselves, their trustees, officers, employees and agents as a result of the execution of this Agreement and the performance of the functions or obligations hereunder. Both parties agree that the services provided hereunder are exclusively governmental functions.

**XI.
Workers Compensation**

The Town shall provide, during the term of this Agreement, worker's compensation insurance in the amounts as required by Texas state law, for all Town employees engaged in work under this Agreement. As to all other insurance provided by Town, it shall provide the District with documentation indicating such coverage prior to the beginning of any activities under this Agreement.

**XII.
Termination**

This agreement may be terminated by either party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other party. Upon termination of this Agreement, the Town will assume any and all fiscal responsibilities from and after the effective date of termination.

XIII.
Miscellaneous

13.01. Venue. This Agreement is made in Texas and shall be construed, interpreted and governed by Texas laws, and venue for any disputes or actions arising hereunder shall be exclusive in Denton County, Texas.

13.02. No Third Party Beneficiaries. By entering into this Agreement, the parties do not intend to create any rights or obligations other than those specifically set forth herein and this Agreement shall not create any rights in persons not a party to this Agreement, including without limitation, any individual serving hereunder as the School Resource Officer.

13.03. Authority to Bind. The undersigned officer and or agents of the parties hereto are properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed and are now in full force and effect.

13.04. Modifications. All modifications to this Agreement shall be in writing and approved by the respective governing body for each party.

13.05 Entire Agreement. This Agreement embodies the complete agreement of the parties hereto superseding all oral or written previous and contemporary agreements between the parties relating to matters herein and, except as otherwise provided herein, cannot be modified without written agreement of the parties as provided herein.

13.06. Waiver. No waiver of a breach or any provision of this agreement by either party shall constitute a waiver of any subsequent breach of such provision. Failure of either party to enforce at any time, or from time to time, any provisions of this Agreement shall not be construed as a waiver thereof.

13.07. Severability. If any of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, conditions or any other part of this Agreement are for any reason held to be invalid, void or unenforceable, the remainder of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, conditions or any other part of this Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

13.08. Independent Contractor. Each party covenants and agrees that it is an independent contractor and not an officer, agent, servant or employee of the other party; that subject to the terms of this Agreement, Town shall have exclusive control of and exclusive right to control the details of the work performed hereunder and all persons performing same, and shall be responsible for the acts and omissions of its officers, agents, employees, contractors, subcontractors and consultants. Nothing herein shall be construed as creating a partnership or joint enterprise between Town and District.

13.09. Contract Performance Reviews. Each party agrees to meet periodically in order to review contract performance of sections I, II, III, IV and V. The purpose of the meeting is to ensure that each party's provided services and job performance are meeting expectations of the other party. The meeting will include the District Liaison and the School Resource Officer's immediate supervisor within the police department. At a minimum, the District Liaison and the School Resource Officer's immediate supervisor will meet once in October and once in February of each academic school year.

13.10 **Assignment.** Neither party shall assign, transfer, or sub-contract any of its rights, burdens, duties or obligations under this agreement without the prior written permission of the other party to the Agreement.

13.11 **Resources.** All District funded and provided resources will be returned at the end of each school year for safe keeping, inventory, maintenance and service.

**XIV.
Liability**

Any claims by third parties arising as a result of the enforcement of Local, State, or Federal law, including employment claims, shall be handled by, and be the responsibility of, the Town. Any claims by third parties arising as a result of the enforcement of District policy or procedure shall be handled by, and be the responsibility of the District.

IN WITNESS WHEREOF, the parties have executed this Contract as of the Dates shown below their respective signatures.

NORTHWEST INDEPENDENT SCHOOL DISTRICT

Mark C. Schulte
Title: Board President

08-08-2016
Date:

ATTEST: *Judy Copp*

APPROVED AS TO FORM:

TOWN OF TROPHY CLUB, TEXAS

By: *[Signature]*
Mayor:

8/23/16
Date:

ATTEST:
Nancy Timbres
TOWN SECRETARY



APPROVED AS TO FORM:
[Signature]
TOWN ATTORNEY

**Amendment No. 3 to
Interlocal Agreement by and between the Town of Trophy Club, Texas and
Northwest Independent School District for School Resource Officer Services**

This Amendment modifies and amends the Interlocal Agreement by and between The Town of Trophy Club, Texas and Northwest Independent School District for School Resource Officer Services ("Agreement"), signed in August 2016. The terms contained in this Amendment are fully incorporated into the Agreement as if stated therein.

Pursuant to Sections V and VI of the Agreement, the town and District agree to renew the Agreement for a one-year term, commencing on or around August 1, 2019 and ending on or about July 31, 2020.

In consideration for the services provided under the Agreement, for the 2019-20 school year, the District will pay the Town an amount not to exceed **\$122,820** for the maintenance of the two (2) School Resource Officers.

By signing this Amendment, each party affirms that it has been approved by its respective governing body in a duly called public meeting.

NORTHWEST ISD

P.O. Box 77070
Fort Worth Texas 76170

By: _____

Printed Name: _____

Title: _____

Date: _____

TROPHY CLUB, TEXAS

1 Trophy Wood Drive
Trophy Club, Texas 76262

By: _____

Printed Name: _____

Title: _____

Date: _____

Legislation Details (With Text)

File #:	2019-365-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	8/7/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding a Resolution of the Town Council approving an amendment to the ICMA 457 retirement plan to permit loans; and providing an effective date (W. Carroll).				
Attachments:	Staff Report - ICMA 457 Plan Loan Provision.pdf RES 2019-17 - ICMA 457 Loan Provision.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 5:

Consider and take appropriate action regarding a Resolution of the Town Council approving an amendment to the ICMA 457 retirement plan to permit loans; and providing an effective date (W. Carroll).

To: Mayor and Town Council

From: James Edwards, Human Resources Manager

CC: Wade Carroll, Interim Town Manager
Holly Fimbres, Town Secretary/RMO

Re: ICMA 457 Plan Loan Provision
Town Council Meeting, August 13, 2019

Agenda Item:

Consider and take appropriate action regarding a Resolution of the Town Council approving an amendment to the ICMA 457 retirement plan to permit loans; and providing an effective date (W. Carroll).

Strategic Link:

Employee Development – Develop and retain a skilled workforce.

Background and Explanation:

The Town of Trophy Club provides full time employees with the ability to contribute to the ICMA 457 optional retirement fund. This optional retirement plan is fully funded by employees. With this loan provision, employees would be able to borrow up to one-half the value of the participant's account. Employees would have to repay the loaned amount within 5 years, unless for a principal residence. Loans for a principal residence would need to be repaid within 30 years.

Financial Considerations:

Employees using the loan provision would have to repay the loaned amount within the allotted timeframe or face potential penalties and taxes.

Legal Review:

Not applicable.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends approval of Resolution No. 2019-17, approving an amendment to the ICMA 457 retirement plan to permit loans.

Attachments:

- Resolution No. 2019-17

**TOWN OF TROPHY CLUB, TEXAS
RESOLUTION NO. 2019-17**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
TROPHY CLUB, TEXAS. APPROVING THE ICMA 457 LOAN
PROVISION; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town of Trophy Club has employees rendering valuable services; and,

WHEREAS, the Town of Trophy Club has established a retirement plan (the "Plan") for such employees which serves the interest of the Employer by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel; and,

WHEREAS, the Town of Trophy Club has determined that permitting participants in the retirement plan to take loans from the Plan will serve these objectives.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS:

Section 1. The Town of Trophy Club approves the ICMA 457 Plan to permit loans.

Section 2. This resolution shall become effective from and after the date of its passage in accordance with the law.

PASSED and APPROVED by the Town Council of the Town of Trophy Club, Texas on this 13th day of August 2019.

C. Nick Sanders, Mayor
Town of Trophy Club, Texas

ATTEST:

APPROVED TO AS FORM:

Holly Fimbres, Town Secretary
Town of Trophy Club, Texas

J. David Dodd III, Town Attorney
Town of Trophy Club, Texas

Legislation Details (With Text)

File #:	2019-351-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding a Proclamation of the Town Council recognizing September 2019 as Blood Cancer Awareness Month in Trophy Club; and providing an effective date (Mayor Sanders).				
Attachments:	PRO 2019-18 - Blood Cancer Awareness Month.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 6:

Consider and take appropriate action regarding a Proclamation of the Town Council recognizing September 2019 as Blood Cancer Awareness Month in Trophy Club; and providing an effective date (Mayor Sanders).

**TOWN OF TROPHY CLUB, TEXAS
PROCLAMATION NO. 2019-18**

**A PROCLAMATION OF THE TOWN COUNCIL OF THE TOWN OF
TROPHY CLUB, TEXAS, SUPPORTING THE LEUKEMIA AND
LYMPHOMA SOCIETY IN PROCLAIMING SEPTEMBER 2019 AS
BLOOD CANCER AWARENESS MONTH IN TROPHY CLUB, TEXAS;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, in the United States, an estimated 1,399,180 people are living with, or are in remission from, leukemia, lymphoma, myeloma or other form of blood cancer, with an estimated 176,200 new cases expected to be diagnosed in 2019; and

WHEREAS, leukemia, lymphoma, myeloma and other blood cancers will kill an estimated 56,770 people in the United States this year alone; and

WHEREAS, The Leukemia & Lymphoma Society (LLS), exists to find cures and ensure access to treatments for blood cancer patients; and

WHEREAS, LLS maintains an office in North Texas to help improve the quality of life for blood cancer patients and their families in the State of Texas; and

WHEREAS, the State of Texas is similarly committed to the eradication of these diseases and supports the treatment of blood cancer patients and their families; and

WHEREAS, the Town of Trophy Club encourages private efforts to enhance research funding and education programs that are saving lives not someday, but today.

NOW, THEREFORE, I, MAYOR C. NICK SANDERS, IN CONJUNCTION WITH THE TOWN COUNCIL OF THE TOWN OF TROPHY CLUB, TEXAS, DO HEREBY PROCLAIM SEPTEMBER 2019 AS:

BLOOD CANCER AWARENESS MONTH

Section 1. The Town of Trophy Club joins with LLS in designating the month of September 2019 as Blood Cancer Awareness Month to educate its residents about the need for finding cures and creating access to treatments for all types of blood cancers; and

Section 2. Encourages its residents to get involved with LLS, from participation in fundraising campaigns, to making a donation or volunteering; and to fund lifesaving research to advance breakthrough therapies for blood cancer patients.

PASSED AND APPROVED by the Town Council of the Town of Trophy Club, Texas, this 13th day of August 2019.

Holly Fimbres, Town Secretary
Town of Trophy Club, Texas

C. Nick Sanders, Mayor
Town of Trophy Club, Texas

Legislation Details (With Text)

File #:	2019-352-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Public Hearing	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Conduct a Public Hearing regarding the Trophy Club Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2020, submitted to the Town Council by the CCPD Board (W. Carroll).				
Attachments:	Staff Report - CCPD Budget Public Hearing.pdf Fiscal Year 2020 CCPD Budget.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 7:

Conduct a Public Hearing regarding the Trophy Club Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2020, submitted to the Town Council by the CCPD Board (W. Carroll).



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council

From: Cheryl Davenport, Interim Director of Finance

CC: Wade Carroll, Interim Town Manager
Holly Fimbres, Town Secretary/RMO
Patrick Arata, Police Chief

Re: Notice of Public Hearing – Crime Control and Prevention District Budget
Town Council Meeting, August 13, 2019

Agenda Item:

Conduct a Public Hearing regarding the Trophy Club Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2020, submitted to the Town Council by the CCPD Board (W. Carroll).

Background and Explanation:

The Town Council is required to have one public hearing on the proposed CCPD Budget. This item satisfies that requirement.

Legal Review:

Not applicable.

Board/Commission/ or Committee Recommendation:

The CCPD Board approved the Fiscal Year 2020 Budget on July 15, 2019.

Staff Recommendation:

Not applicable.

Attachments:

- Fiscal Year 2020 CCPD Budget

CCPD	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 134,265	\$ 202,403	\$ 61,373	\$ 57,811	\$ 77,610	\$ 154,206	\$ 156,017
Revenue							
Sales Tax	\$ 196,157	\$ 209,200	\$ 224,102	\$ 204,010	\$ 228,744	\$ 235,819	\$ 242,883
Interest Income	71	142	7	-	-	-	-
Total Revenue	\$ 196,228	\$ 209,343	\$ 224,109	\$ 204,010	\$ 228,744	\$ 235,819	\$ 242,883
Expenditures							
Personnel							
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	-	-	-	-	-	20,040	20,641
Longevity	-	-	-	-	-	-	-
Stipend	-	-	-	-	-	-	-
Retirement	-	-	-	-	-	2,657	2,737
Medical Insurance	-	-	-	-	-	-	-
Dental Insurance	-	-	-	-	-	-	-
Vision Insurance	-	-	-	-	-	-	-
Life Insurance & Other	-	-	-	-	-	-	-
Social Security Taxes	-	-	-	-	-	1,242	1,280
Medicare Taxes	-	-	-	-	-	291	299
Unemployment Taxes	-	-	-	-	-	-	-
Workers' Compensation	-	-	-	-	-	446	446
Total Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,677	\$ 25,404
Services & Supplies							
Professional Outside Services	\$ -	\$ 24,500	-	\$ 25,270	\$ 23,720	\$ 26,000	\$ 4,600
Schools & Training	-	-	-	14,500	16,600	15,400	-
Qualifying Expenses	-	-	-	17,650	18,650	18,250	-
Uniforms	-	3,404	4,804	5,000	5,000	6,000	1,000
Small Equipment	25,221	47,493	9,401	50,000	31,000	44,900	27,000
Total Services & Supplies	\$ 25,221	\$ 75,397	\$ 14,205	\$ 112,420	\$ 94,970	\$ 110,550	\$ 32,600
Capital							
Capital Outlay	\$ 102,869	\$ 125,000	\$ 46,237	\$ 43,000	\$ 7,297	\$ 47,500	\$ -
Total Capital	\$ 102,869	\$ 125,000	\$ 46,237	\$ 43,000	\$ 7,297	\$ 47,500	\$ -
Total Expenditures	\$ 128,090	\$ 200,397	\$ 60,441	\$ 155,420	\$ 102,267	\$ 182,727	\$ 58,004
Other Sources (Uses)							
Transfer Out	\$ -	\$ (149,975)	\$ (147,431)	\$ (49,881)	\$ (49,881)	\$ (51,281)	\$ (147,481)
Total Other Sources (Uses)	\$ -	\$ (149,975)	\$ (147,431)	\$ (49,881)	\$ (49,881)	\$ (51,281)	\$ (147,481)
Net Increase (Decrease)	\$ 68,139	\$ (141,030)	\$ 16,237	\$ (1,291)	\$ 76,596	\$ 1,811	\$ 37,398
Ending Fund Balance	\$ 202,403	\$ 61,373	\$ 77,610	\$ 56,520	\$ 154,206	\$ 156,017	\$ 193,415

Legislation Details (With Text)

File #: 2019-353-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/23/2019 **In control:** Town Council
On agenda: 8/13/2019 **Final action:**
Title: Discussion of and take appropriate action regarding the Fiscal Year 2020 Budget (W. Carroll).
Attachments: [Fiscal Year 2020 Budget Presentation.pdf](#)
[Fiscal Year 2020 Budget Report.pdf](#)

Date	Ver.	Action By	Action	Result
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Agenda Item No. 8:

Discussion of and take appropriate action regarding the Fiscal Year 2020 Budget (W. Carroll).



FY 2020 Budget Presentation

General Fund

August 13, 2019

FY 2020 Budget Goals

- Provide property tax relief through first ever Homestead Exemption
- Present a Budget where expenditures do not exceed revenues, excluding Capital Equipment Replacement, while maintaining current service levels
- Maintain I&S tax rate at \$0.11/\$100 of valuation

FY 2020 Proposed Tax Rate

- The FY 2020 Proposed Tax Rate is below both the Effective Tax Rate and the Rollback Tax Rate
- The FY 2020 Proposed Budget maintains the same total tax rate of \$0.446442/\$100 of valuation
 - M&O \$0.336442/\$100 of valuation
 - I&S \$0.11/\$100 of valuation

FY 2020 Proposed Budget Overview

- Total Revenues are \$11,281,478
- Total Expenditures are \$11,207,303
- Transfer to the Capital Replacement Fund is \$542,639
- Decrease to Fund Balance is \$376,964
- Ending Fund Balance is projected to be \$5.5 million, which is 48.4% of FY 2020 expenditures

FY 2020 Proposed Revenues

Compared to the FY 2019 Estimate, Proposed Revenues have increased \$165,595 or 1.5% for FY 2020

- Property Tax increased \$169,847 or 2.5% for a proposed current property tax revenue of \$6,874,957
- All other revenue sources had positive/negative fluctuations

FY 2020 Proposed Revenues

Revenues	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE
Property Tax	\$ 5,769,797	\$ 6,267,051	\$6,493,422	\$6,838,589	\$6,725,110	\$6,894,957	\$7,105,621	2.5%
Licenses and Permits	598,586	333,780	614,931	217,500	423,000	304,700	113,500	-28.0%
Franchise Fees	953,622	888,863	867,446	805,087	778,123	772,647	761,081	-0.7%
Sales Tax	821,227	883,612	925,572	946,711	983,832	1,015,684	1,046,111	3.2%
Fines and Fees	356,307	349,503	488,313	336,251	309,495	300,360	301,128	-3.0%
Intergovernmental	-	581,633	608,910	674,452	674,452	759,624	782,413	12.6%
Charges for Service	300,337	806,815	803,477	794,174	800,757	869,402	891,848	8.6%
Investment Income	33,477	48,503	109,662	45,000	165,000	132,000	125,000	-20.0%
Miscellaneous Income	259,315	117,186	197,568	121,144	150,115	122,104	122,104	-18.7%
Grant Revenue	-	-	16,339	-	106,000	110,000	110,000	3.8%
Total Revenues	\$ 9,092,668	\$ 10,276,946	\$ 11,125,639	\$ 10,778,908	\$ 11,115,884	\$ 11,281,478	\$ 11,358,806	1.5%

FY 2020 Proposed Expenditures

Compared to the FY 2019 Estimate, Total Expenditures have increased \$523,653 or 4.9%

- Personnel costs have increased \$375,692 or 4.9%
- Services and Supplies have increased \$94,961 or 3.1%
- Capital expenditures have increased \$53,000 allowing for the purchase of a truck and 2 tough books for EMS

FY 2020 Proposed Total Expenditures

Expenditures	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE
Manager's Office	\$ 826,562	\$ 577,140	\$ 507,918	\$ 605,346	\$ 522,027	\$ 698,073	\$ 713,279	33.7%
Legal	307,245	110,140	110,989	127,230	126,350	126,350	129,230	0.0%
Police	2,223,460	2,092,872	2,298,219	2,411,786	2,551,022	2,511,491	2,657,825	-1.5%
Emergency Medical Services	923,247	979,623	1,421,803	1,117,128	1,182,050	1,252,329	1,227,316	5.9%
Fire	-	1,031,700	1,097,509	1,273,919	1,376,171	1,336,445	1,405,274	-2.9%
Streets	1,340,469	1,748,111	1,606,727	1,598,094	1,457,454	1,606,333	1,660,242	10.2%
Parks	632,362	675,994	561,580	662,134	647,072	647,315	671,197	0.0%
Recreation	26,155	34,006	26,664	37,738	36,283	33,383	33,867	-8.0%
Community Events	576,508	507,011	556,128	655,775	589,247	618,612	635,462	5.0%
Community Development	356,472	381,756	340,910	218,764	199,675	224,672	234,655	12.5%
Finance	99,528	127,330	256,589	339,477	335,941	343,174	250,340	2.2%
Municipal Court	159,216	170,404	405,362	463,993	468,395	539,378	499,453	15.2%
Administrative Services	400,642	442,798	533,987	567,277	560,858	580,570	602,203	3.5%
Information Services	75,421	81,377	89,899	86,962	62,509	73,941	76,295	18.3%
Facilities Maintenance	478,364	490,098	663,011	578,346	568,596	615,236	623,616	8.2%
Total Expenditures	\$ 8,425,651	\$ 9,450,361	\$ 10,477,296	\$ 10,743,968	\$ 10,683,650	\$ 11,207,303	\$ 11,420,254	4.9%

FY 2020 Proposed Services and Supplies

Services and Supplies increase of \$94,961 or 3.1% is primarily due to

- Information Services increased \$45,104
- Administrative Services increased \$59,869
- All other departments had positive/negative fluctuations in Services and Supplies

FY 2020 Proposed Services and Supplies

Services and Supplies	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE
Manager's Office	\$ 144,978	\$ 93,159	\$ 104,147	\$ 123,522	\$ 143,144	\$ 118,119	\$ 113,359	-17.5%
Legal	86,921	110,140	110,989	127,230	126,350	126,350	129,230	0.0%
Police	315,993	248,283	301,440	206,900	194,279	193,525	263,083	-0.4%
Emergency Medical Services	107,702	112,481	134,461	172,559	170,856	171,276	164,741	0.2%
Fire	-	174,626	213,098	286,692	274,546	280,101	278,574	2.0%
Parks	577,580	610,723	638,733	729,310	692,793	724,614	747,663	4.6%
Recreation	152,012	200,779	187,195	237,305	223,175	225,981	235,222	1.3%
Community Events	26,155	34,006	26,664	37,738	36,283	33,383	33,867	-8.0%
Community Development	116,643	88,866	136,969	144,359	147,207	146,370	146,691	-0.6%
Streets	163,035	157,134	148,000	174,997	156,777	180,017	188,437	14.8%
Facilities Maintenance	99,528	127,330	256,589	279,943	277,326	280,832	185,816	1.3%
Administrative Services	24,282	30,767	45,869	55,380	55,408	115,277	61,060	108.1%
Finance	123,776	122,139	165,312	130,293	177,658	136,413	142,524	-23.2%
Municipal Court	5,992	5,685	4,777	9,320	15,340	8,740	8,811	-43.0%
Information Services	234,455	250,589	347,117	368,786	353,626	398,730	399,532	12.8%
Total Services and Supplies	\$ 2,179,054	\$ 2,366,707	\$ 2,821,360	\$ 3,084,333	\$ 3,044,768	\$ 3,139,729	\$ 3,098,609	3.1%

FY 2020 Proposed Personnel Costs

Personnel costs have increased \$375,693 or 4.9% compared to the FY 2019 Estimate

- Includes a merit pool of \$150,000, that provides an average 3% increase in salary and associated benefits
- Increase in health related insurance costs of 5%

FY 2020 Proposed Personnel and Benefits By Line Item

Total Personnel Costs	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE
Salaries	\$ 4,235,208	\$ 4,533,465	\$ 4,818,710	\$ 5,382,738	\$ 5,294,643	\$ 5,685,980	\$ 5,883,348	7.4%
Overtime	177,026	217,493	253,513	244,950	372,390	228,792	234,699	-38.6%
Longevity	30,214	30,176	29,948	30,649	28,697	33,298	34,440	16.0%
Stipend	48,473	52,438	-	-	-	-	-	
Certification	21,428	22,276	19,325	37,380	40,901	48,600	50,259	18.8%
Holiday Pay	38,376	-	-	-	-	-	-	
Retirement	572,632	598,787	616,725	683,533	723,519	723,457	748,778	0.0%
Medical Insurance	379,416	431,396	505,850	579,686	524,680	543,496	562,660	3.6%
Dental Insurance	31,075	28,461	36,590	43,710	32,916	45,807	47,410	39.2%
Vision Insurance	6,011	3,503	4,486	4,447	5,547	4,829	4,998	-12.9%
Life Insurance & Other	31,809	23,309	26,311	31,353	28,815	38,263	39,602	32.8%
Social Security Taxes	264,038	284,267	291,651	338,654	338,339	362,431	375,117	7.1%
Medicare Taxes	63,108	66,935	68,768	80,332	80,612	84,762	86,839	5.1%
Unemployment Taxes	17,464	2,846	18,073	15,594	8,417	15,340	15,731	82.2%
Workers' Compensation	64,670	70,852	74,086	87,266	59,929	95,529	97,656	59.4%
Pre-Employment Physicals/	10,621	15,360	21,878	22,293	24,677	20,350	20,757	-17.5%
Clothing Allowance	1,186	1,250	-	1,200	-	-	-	
Tuition Reimbursement	10,616	6,483	8,724	21,000	21,000	28,790	22,500	37.1%
Auto Allowance	6,054	4,250	6,000	6,000	4,500	6,000	6,000	33.3%
Employee Relations	15,360	18,303	37,221	44,050	44,500	44,050	44,050	-1.0%
Flexible Benefits Administrat	-	-	1,065	2,400	2,400	2,400	2,400	0.0%
Total Personnel	\$ 6,024,784	\$ 6,411,848	\$ 6,838,923	\$ 7,657,235	\$ 7,636,482	\$ 8,012,175	\$ 8,277,245	4.9%

Fund Balance

- FY 2020 Beginning Fund Balance is proposed to be \$5.9 million or 50.3% of FY 2019 Expenditures
- Net Revenues, Expenditures, and Transfers are projected to decrease Fund Balance by \$376,964
- Unassigned Ending Fund Balance is proposed to be \$5.5 million or 48.4% of FY 2020 Expenditures

Fund Balance

Fund Balance	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE FY19 to FY20
Beginning Fund balance	\$ 3,691,189	\$ 4,194,164	\$ 4,611,119	\$ 4,840,005	\$ 5,551,377	\$ 5,954,898	\$ 5,577,934	23.0%
Net Increase (Decrease)	502,975	168,651	940,258	(403,521)	(6,227)	(376,964)	(53,287)	-6.6%
Ending Fund Balance	\$ 4,194,164	\$ 4,362,815	\$ 5,551,377	\$ 4,436,484	\$ 5,545,150	\$ 5,577,934	\$ 5,524,646	25.7%

Fund Balance Detail	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	% CHANGE FY19 to FY20
Reserve Fund balance	2,610,419	3,051,388	3,153,934	3,373,629	3,355,533	3,524,983	3,451,078	4.5%
Committed Fund Balance	189,475	183,855	182,863	170,863	170,863	158,863	134,863	-7.0%
Unassigned Fund Balance in Excess (Deficit) of 30%	1,394,270	1,127,572	2,214,580	891,992	2,018,754	1,894,088	1,938,705	112.3%
Total Fund Balance	\$ 4,194,164	\$ 4,362,815	\$ 5,551,377	\$ 4,436,484	\$ 5,545,150	\$ 5,577,934	\$ 5,524,646	25.7%

Ending FB/Exp	47.5%	44.2%	51.2%	39.7%	50.3%	48.4%	47.2%
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FY 2020 General Fund Budget Presentation

Questions?

August 13, 2019

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Annual Budget Report

TOWN OF TROPHY CLUB



Town Manager's Message



Dear Mayor, Council and Residents,

For the past two years I have had the privilege and honor to serve The Town of Trophy Club as your Fire Chief and most recently Council has displayed their trust in me to hold the position of Interim Town Manager for which I am incredibly grateful. Trophy Club is an alive and vibrant community that is centered around family and we echo this same feeling of community within our elected officials and Town staff who are working hard for you every day to make Trophy Club a “Great Place to Call Home”. This work is not successful unless

staff has a strong foundation from which to make daily decisions. This foundation is summed up in our five core values:

- Stewardship
- Service
- Teamwork
- Accountability
- Leadership

From these core values elected officials and staff weigh their decisions to ensure that we do not betray the trust we have been given. I am proud, as I am sure you are, of this team not only for what we have been able to accomplish, but the manner in which we have accomplished it.

This budget is presented to the Town Council and residents in accordance with State of Texas Local Government Code and the Town Charter. It was prepared utilizing advanced planning methods, Governmental Accounting Standards Board (GASB 34) provisions, and complying with the adopted Fund Balance Policy.

The budget goals for Fiscal Year 2020 are:

- Provide property tax relief through Trophy Club's first ever homestead exemption
- Present a budget where expenditures do not exceed revenues excluding capital equipment replacement, while maintaining current service levels.
- Maintain \$0.11/\$100 valuation Interest & Sinking (I&S) rate

The proposed budget includes total revenues of \$11,281,478 and expenditures of \$11,207,303. Transfers into the general fund from other funds are \$91,500 and transfers out to the Capital Replacement Fund are \$542,639. The General Fund Balance is anticipated to decrease by \$376,964 bringing the anticipated General Fund Balance to \$5,577,934 which is 48.4% of FY2020 expenditures.

The FY 2020 budget highlights include:

Personnel

- A 3% merit based salary and associated benefits increase

Services and Supplies

- Increases in Information Services non-capital equipment and auxiliary services (Microsoft licenses, internet connectivity)
- Compensation and Classification Study
- Increases in utility costs

Equipment Replacement & Capital

- EMS Lifepac
- 2 fleet vehicles
- 5 mowers
- Resurface Competition and Kiddie Pool

FUTURE CHALLENGES AND OPPORTUNITIES

With regard to the long and short term, the most significant challenge Trophy Club faces is heavy reliance on property tax revenue. In the FY 2020 budget, 61.1% of the General Fund revenue for the Town was generated through property tax revenue which is very susceptible to economic changes. Currently we are enjoying an increase in property values which has allowed us to present a budget with very little strain on the General Fund, fund balance. The Town is only a few years away from build-out, which has already decreased permitting revenue and has pushed the Town into an even deeper reliance on property tax revenue.

Town Council and staff are putting a high priority on developing other revenue streams such as increasing sales tax. The Town has been working to recruit and develop new opportunities for destination restaurants such as HG Sply which should open in late August or early September. We are also working hard to fill the PD-30 commercial spaces with quality service/retail businesses that are attractive to our residents and neighbors.

SUMMARY & CONCLUSION

The Town of Trophy Club is in good economic standing and is planning on having another prosperous fiscal year. This year's FY 2020 budget represents a collective effort by the Town Council and the Town staff to meet challenges facing our community, maintain our current service levels while providing property tax relief to our citizens. The proposed budget is very lean and is below our effective tax rate while meeting the goals and objectives outlined in the Town's strategy map. In FY 2020 Town staff endeavors to maintain its policy of continual process and service improvements while being fiscally responsible. I appreciate the opportunity to be a part of and lead in this organization that provides our community with exceptional services, strong public safety, and an excellent quality of life.

Sincerely,

Wade L. Carroll

Wade L. Carroll
Interim Town Manager

General Fund

Revenues	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Property Tax	\$ 5,769,797	\$ 6,267,051	\$6,493,422	\$6,838,589	\$6,725,110	\$6,894,957	\$7,105,621
Licenses and Permits	598,586	333,780	614,931	217,500	423,000	304,700	113,500
Franchise Fees	953,622	888,863	867,446	805,087	778,123	772,647	761,081
Sales Tax	821,227	883,612	925,572	946,711	983,832	1,015,684	1,046,111
Fines and Fees	356,307	349,503	488,313	336,251	309,495	300,360	301,128
Intergovernmental	-	581,633	608,910	674,452	674,452	759,624	782,413
Charges for Service	300,337	806,815	803,477	794,174	800,757	869,402	891,848
Investment Income	33,477	48,503	109,662	45,000	165,000	132,000	125,000
Miscellaneous Income	259,315	117,186	197,568	121,144	150,115	122,104	122,104
Grant Revenue	-	-	16,339	-	106,000	110,000	110,000
Total Revenues	\$ 9,092,668	\$ 10,276,946	\$ 11,125,639	\$ 10,778,908	\$ 11,115,884	\$ 11,281,478	\$ 11,358,806

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Expenditures	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Manager's Office	\$ 826,562	\$ 577,140	\$ 507,918	\$ 605,346	\$ 522,027	\$ 698,073	\$ 713,279
Legal	307,245	110,140	110,989	127,230	126,350	126,350	129,230
Police	2,223,459	2,092,872	2,298,219	2,411,786	2,551,022	2,511,491	2,657,825
Emergency Medical Services	923,247	979,623	1,421,803	1,117,128	1,182,050	1,252,329	1,227,316
Fire	-	1,031,700	1,097,509	1,273,919	1,376,171	1,336,445	1,405,274
Streets	356,472	381,756	340,910	218,764	199,675	224,672	234,655
Parks	1,340,468	1,748,111	1,606,727	1,598,094	1,457,454	1,606,333	1,660,242
Recreation	632,364	675,994	561,580	662,134	647,072	647,315	671,197
Community Events	26,155	34,006	26,664	37,738	36,283	33,383	33,867
Community Development	576,508	507,011	556,128	655,775	589,247	618,612	635,462
Finance	400,642	442,798	533,987	567,277	560,858	580,570	602,203
Municipal Court	75,421	81,377	89,899	86,962	62,509	73,941	76,295
Administrative Services	159,216	170,404	405,362	463,993	468,395	468,395	499,453
Information Services	478,364	490,098	663,011	578,346	568,596	615,236	623,616
Facilities Maintenance	99,528	127,330	256,589	339,477	335,941	343,174	250,340
Total Expenditures	\$ 8,425,653	\$ 9,450,360	\$ 10,477,295	\$ 10,743,968	\$ 10,683,650	\$ 11,136,320	\$ 11,420,254

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Other Sources (Uses)	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Lease Proceeds	\$ -	\$ -	\$ 264,732	\$ -	\$ -	\$ -	\$ -
Transfers In	111,702	63,000	63,000	63,000	63,000	91,500	91,500
Transfers Out	(275,744)	(720,934)	(35,817)	(501,461)	(501,461)	-	-
Total Other Sources (Uses)	\$ (164,042)	\$ (657,934)	\$ 291,915	\$ (438,461)	\$ (438,461)	\$ 91,500	\$ 91,500

Fund Balance	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund balance	\$ 3,691,189	\$ 4,194,162	\$ 4,611,119	\$ 4,840,005	\$ 5,551,378	\$ 5,954,899	\$ 6,191,557
Net increase (Decrease)	502,973	168,652	940,259	(403,521)	(6,227)	236,658	30,052
Ending Fund Balance	\$ 4,194,162	\$ 4,362,814	\$ 5,551,378	\$ 4,436,484	\$ 5,545,151	\$ 6,191,557	\$ 6,221,608

Fund Balance Detail	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Reserve Fund balance	\$ 2,610,419	\$ 3,051,388	\$ 3,153,933	\$ 3,373,629	\$ 3,355,533	\$ 3,340,896	\$ 3,426,076
Committed Fund Balance	189,475	183,855	182,863	170,863	170,863	158,863	134,863
Unassigned Fund Balance in Excess (Deficit) of 30%	1,394,268	1,127,571	2,214,582	891,992	2,018,755	2,691,798	2,660,669
Total Fund Balance	\$ 4,194,162	\$ 4,362,814	\$ 5,551,378	\$ 4,436,484	\$ 5,545,151	\$ 6,191,557	\$ 6,221,608

MANAGER'S OFFICE	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 507,107	\$ 363,140	\$ 306,591	\$ 398,947	\$ 296,680	\$ 467,987	\$ 484,160
Overtime	-	444	-	-	-	-	-
Longevity	1,175	195	175	398	235	295	305
Stipend	3,000	4,500	-	-	-	-	-
Certification Pay	-	-	-	-	-	1,200	1,200
Retirement	79,022	56,898	50,665	48,909	53,555	44,817	46,386
Medical Insurance	40,310	17,286	14,777	5,795	2,634	27,342	28,441
Dental Insurance	3,137	1,125	986	382	370	1,932	1,999
Vision Insurance	533	126	104	79	81	192	198
Life Insurance & Other	3,200	1,574	1,422	1,430	1,221	2,474	2,561
Social Security Taxes	26,388	21,492	16,685	14,187	13,980	21,048	21,785
Medicare Taxes	7,060	5,208	4,244	4,103	4,430	4,922	5,095
Unemployment Taxes	878	114	495	428	34	513	531
Workers' Compensation	1,088	910	654	716	263	782	810
Pre-Employment Physicals/Testing	-	666	-	-	-	-	-
Auto Allowance	6,054	4,250	6,000	6,000	4,500	6,000	6,000
Employee Relations	2,632	6,051	972	450	900	450	450
Total Personnel	\$ 681,583	\$ 483,982	\$ 403,771	\$ 481,824	\$ 378,883	\$ 579,954	\$ 599,920
Services/Supplies							
Professional Outside Services	\$ 6,117	\$ 7,195	\$ 850	\$ 3,440	\$ 2,650	\$ 9,940	\$ 6,440
TC Magazine	-	-	-	-	-	-	-
Records Management	2,912	2,004	1,825	2,512	2,250	2,250	2,295
Newsletter/Year-In-Review	5,438	1,363	-	-	-	-	-
Elections	36,098	6,567	13,452	14,200	57,242	11,500	11,730
Meals on Wheels	-	-	-	-	-	-	-
Advertising	10,256	4,465	3,503	4,000	3,000	4,200	4,284
Printing	864	896	1,463	600	550	815	640
Schools & Training	3,499	3,612	7,448	10,335	2,200	11,020	7,540
Communications/Pagers/Mobiles	3,590	2,325	1,650	1,800	1,800	1,800	1,800
Independent Labor	1,473	874	-	-	-	-	-
Dues & Membership	17,845	17,691	8,561	16,909	15,377	15,320	15,330
Travel & Per Diem	2,644	5,238	2,397	3,500	1,500	4,400	4,550
Meetings	2,755	1,688	1,765	3,660	3,660	3,770	3,660
Office Supplies	811	1,557	1,870	2,200	2,200	2,240	2,281
Postage	2,072	4,078	891	750	807	754	769
Publications/Books/Subscriptions	988	118	486	420	420	422	425
Mayor/Council Expense	21,535	19,748	19,676	22,488	22,488	22,688	24,615
Small Equipment	-	1,300	-	-	-	-	-
Furniture/Equipment <\$5,000	-	395	81	1,000	1,000	1,000	1,000
Contingency Expense	15,266	6,453	38,229	25,000	25,000	25,000	25,000
Miscellaneous Expense	10,816	5,592	-	1,000	1,000	1,000	1,000
Incentive Program	-	-	-	9,708	-	-	-
Total Services/Supplies	\$ 144,978	\$ 93,159	\$ 104,147	\$ 123,522	\$ 143,144	\$ 118,119	\$ 113,359
Total Expenditures	\$ 826,562	\$ 577,140	\$ 507,918	\$ 605,346	\$ 522,027	\$ 698,073	\$ 713,279

Legal	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 168,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Longevity	1,148	-	-	-	-	-	-
Stipend	750	-	-	-	-	-	-
Retirement	33,849	-	-	-	-	-	-
Medical Insurance	3,906	-	-	-	-	-	-
Dental Insurance	280	-	-	-	-	-	-
Vision Insurance	55	-	-	-	-	-	-
Life Insurance & Other	497	-	-	-	-	-	-
Social Security Taxes	8,873	-	-	-	-	-	-
Medicare Taxes	2,440	-	-	-	-	-	-
Unemployment Taxes	171	-	-	-	-	-	-
Workers' Compensation	262	-	-	-	-	-	-
Total Personnel	\$ 220,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies							
Professional Outside Services	\$ 79,365	\$ 105,835	\$ 110,729	\$ 126,000	\$ 126,000	\$ 126,120	\$ 129,000
Schools & Training	-	-	-	-	-	-	-
Communications/Pagers/Mobiles	392	-	-	-	-	-	-
Dues & Membership	-	-	-	-	-	-	-
Travel & Per Diem	-	-	-	-	-	-	-
Office Supplies	223	216	-	200	200	200	200
Postage	25	1	41	50	50	30	30
Publications/Books/Subscriptions	6,916	3,997	219	880	-	-	-
Miscellaneous Expense	-	91	-	100	100	-	-
Total Services/Supplies	\$ 86,921	\$ 110,140	\$ 110,989	\$ 127,230	\$ 126,350	\$ 126,350	\$ 129,230
Total Expenditures	\$ 307,245	\$ 110,140	\$ 110,989	\$ 127,230	\$ 126,350	\$ 126,350	\$ 129,230

Police	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 1,275,122	\$ 1,224,169	\$ 1,366,780	\$ 1,577,996	\$ 1,626,920	\$ 1,674,900	\$ 1,733,522
Overtime	80,503	64,143	95,434	57,200	160,254	60,000	60,000
Longevity	11,105	6,005	7,108	6,530	6,148	7,378	7,636
Stipend	15,750	10,600	-	-	-	-	-
Certification	11,929	8,100	5,800	11,100	19,000	17,400	18,009
Holiday Pay	23,658	-	-	-	-	-	-
Retirement	172,155	163,707	174,753	195,549	220,965	218,319	225,960
Medical Insurance	107,728	111,183	137,663	170,628	138,678	141,610	146,566
Dental Insurance	9,198	7,507	9,384	11,941	8,189	11,658	12,066
Vision Insurance	1,842	1,016	1,317	1,320	1,303	1,435	1,486
Life Insurance & Other	10,137	6,703	7,741	9,145	9,099	11,506	11,909
Social Security Taxes	84,510	77,511	83,932	100,439	102,461	109,100	112,919
Medicare Taxes	19,866	18,443	19,846	23,835	24,308	25,515	25,519
Unemployment Taxes	5,955	830	5,322	4,643	4,643	4,275	4,279
Workers' Compensation	24,469	24,651	29,873	33,360	33,360	34,870	34,874
Pre-Employment Physicals/Testing	4,992	4,626	2,611	-	1,415	-	-
Clothing Allowance	1,186	1,250	-	1,200	-	-	-
Total Personnel	\$ 1,860,105	\$ 1,730,446	\$ 1,947,564	\$ 2,204,886	\$ 2,356,743	\$ 2,317,966	\$ 2,394,742
Services & Supplies							
Professional Outside Services	\$ 40,491	\$ 11,563	\$ 14,826	\$ 1,000	\$ 1,000	\$ -	\$ 21,000
Records Management	925	1,178	-	-	-	-	-
Advertising	4,976	2,901	2,930	2,000	1,800	2,000	2,100
Printing	779	144	662	700	730	100	900
Abatelements	-	-	-	-	-	-	-
Schools & Training	12,422	11,674	17,474	-	-	-	14,400
Electricity	14,781	13,359	-	-	-	-	-
Water	823	1,036	-	-	-	-	-
Telephone	-	-	-	-	-	-	-
Communications/Pagers/Mobiles	15,063	15,240	12,222	16,932	17,392	17,621	17,621
Building Maintenance	7,287	5,940	-	-	-	-	-
Vehicle Maintenance	37,375	45,664	46,805	27,900	27,550	27,900	34,700
Equipment Maintenance	4,579	536	656	4,375	2,000	-	3,350
Cleaning Services	-	-	-	-	-	-	-
Qualifying Expenses	12,424	8,430	18,190	1,000	979	-	20,000
Emergency Management	54	2,153	-	-	-	-	-
Dispatch - Denton County	32,369	30,447	39,020	39,338	39,500	41,154	43,000
Independent Labor	2,750	2,650	650	-	-	-	-
Dues & Membership	1,707	3,279	2,125	3,855	3,800	4,100	4,100
Travel & Per Diem	8,089	7,804	9,659	10,500	10,500	10,500	10,500
Meetings	1,064	516	780	700	500	700	700
Office Supplies	3,886	4,777	5,768	2,500	2,500	500	3,000
Postage	461	626	676	550	500	100	550
Publications/Books/Subscription	537	95	416	1,000	2,028	1,300	1,000
Fuel	26,010	28,388	33,244	43,500	35,000	41,250	43,312
Uniforms	22,304	17,183	43,624	22,000	21,700	22,050	20,350
Protective Clothing	1,530	1,020	14,523	-	-	-	-
Investigative Materials	6,376	6,037	5,223	5,000	5,100	6,000	6,500
Animal Control	5,104	3,690	3,936	7,750	5,400	5,750	5,800
Small Equipment	26,904	11,760	17,139	2,000	2,000	2,000	4,000
Furniture/Equipment <\$5,000	385	-	-	-	-	-	-
Maintenance Supplies	2,308	2,368	-	-	-	-	-
Miscellaneous Expense	6,096	2,415	2,191	2,000	2,000	2,000	2,200
Programs & Special Projects	16,138	5,410	8,702	12,300	12,300	8,500	4,000
Prompt Payment Interest	-	-	-	-	-	-	-
Total Services/Supplies	\$ 315,993	\$ 248,283	\$ 301,440	\$ 206,900	\$ 194,279	\$ 193,525	\$ 263,083
Capital							
Capital Outlay	\$ 47,362	\$ 114,143	\$ 49,215	\$ -	\$ -	\$ -	\$ -
Total Capital	\$ 47,362	\$ 114,143	\$ 49,215	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,223,459	\$ 2,092,872	\$ 2,298,219	\$ 2,411,786	\$ 2,551,022	\$ 2,511,491	\$ 2,657,825

Emergency Medical Services	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 512,086	\$ 537,397	\$ 582,659	\$ 600,464	\$ 663,462	\$ 665,229	\$ 687,077
Overtime	58,919	68,555	71,354	80,762	96,034	72,896	75,447
Longevity	5,730	5,599	5,856	6,566	6,358	6,890	7,131
Stipend	9,750	6,313	-	-	-	-	-
Certification	5,140	4,988	4,950	8,250	5,838	9,750	10,091
Holiday Pay	14,718	-	-	-	-	-	-
Retirement	73,242	78,959	83,463	90,984	96,234	99,005	102,471
Medical Insurance	58,498	61,733	77,361	74,126	68,798	79,220	81,993
Dental Insurance	4,620	4,365	5,395	5,985	5,074	6,670	6,903
Vision Insurance	858	431	576	536	545	612	633
Life Insurance & Others	4,140	2,855	3,322	4,068	3,252	4,982	5,156
Social Security Taxes	33,612	34,461	36,983	42,716	43,383	46,795	48,433
Medicare Taxes	7,863	8,057	8,653	9,990	10,150	10,944	11,327
Unemployment Taxes	1,514	159	1,623	1,542	382	1,625	1,681
Workers' Compensation	7,969	7,885	8,473	10,786	3,890	16,762	17,348
Pre-Employment Physicals/Testing	800	1,291	7,337	7,794	7,794	6,675	6,883
Total Personnel	\$ 799,459	\$ 823,046	\$ 898,005	\$ 944,569	\$ 1,011,194	\$ 1,028,053	\$ 1,062,575
Services/Supplies							
Professional Outside Services	\$ 2,231	\$ 1,907	\$ 125	\$ 3,000	\$ 3,000	\$ 5,500	\$ 1,515
Collection Fees	21,004	20,877	23,858	23,432	20,000	20,000	20,000
Hazmat Disposal	608	642	167	240	240	240	247
Radios	2,486	219	3,283	3,000	3,000	2,250	2,317
Schools & Training	2,476	1,701	3,970	6,425	6,425	7,500	7,343
Electricity	5,766	6,446	4,895	8,000	8,000	8,400	8,800
Water	1,925	2,758	3,203	3,800	3,800	4,000	4,200
Telephone	-	-	-	-	-	-	-
Communications/Pagers/Mobiles	4,558	4,616	6,010	2,780	4,510	4,510	4,510
Building Maintenance	657	2,779	1,582	3,000	3,000	3,000	3,090
Vehicle Maintenance	4,979	12,137	7,443	13,845	13,845	8,950	14,086
Equipment Maintenance	315	3,148	9,929	11,958	11,958	10,980	11,220
Emergency Management	1,746	3,470	2,448	6,330	6,330	4,582	1,989
Dispatch - Denton County	2,472	2,376	3,045	3,481	3,481	3,985	4,105
Dues & Membership	1,249	907	3,755	3,296	3,296	2,964	2,094
Flags & Repairs	2,728	3,360	6,912	9,919	9,919	-	-
Travel & Per Diem	2,115	480	3,545	7,170	7,170	5,400	7,219
Meetings	-	110	377	750	750	750	772
Safety Programs	-	1,289	-	1,700	1,700	2,650	2,714
Inspection Fees	-	-	-	-	-	-	-
Office Supplies	252	464	511	500	500	600	618
Postage	45	28	88	100	100	100	100
Publications/Books/Subscriptions	-	3,201	182	300	300	300	310
Fuel	3,452	4,895	4,478	11,738	11,737	13,265	13,929
Uniforms	8,661	6,956	6,322	5,907	5,907	7,145	6,714
Medical Control	12,799	12,750	12,957	16,988	16,988	21,205	21,503
Pharmacy	5,482	3,119	6,906	6,300	6,300	6,300	6,489
Oxygen	1,084	1,112	2,046	2,000	2,000	2,000	2,060
Disposable Supplies	7,791	7,927	10,882	11,400	11,400	11,400	11,742
Small Equipment	9,817	2,473	3,859	3,900	3,900	11,000	2,745
Maintenance Supplies	-	-	255	300	300	300	310
Miscellaneous Expense	1,003	336	1,427	1,000	1,000	2,000	2,000
Total Services/Supplies	\$ 107,702	\$ 112,481	\$ 134,461	\$ 172,559	\$ 170,856	\$ 171,276	\$ 164,741
Capital							
Capital Outlay	\$ 16,086	\$ 44,097	\$ 389,337	\$ -	\$ -	\$ 53,000	\$ -
Total Capital	\$ 16,086	\$ 44,097	\$ 389,337	\$ -	\$ -	\$ 53,000	\$ -
Total Expenditures	\$ 923,247	\$ 979,623	\$ 1,421,803	\$ 1,117,128	\$ 1,182,050	\$ 1,252,329	\$ 1,227,316

Fire	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ -	\$ 537,947	\$ 582,657	\$ 642,064	\$ 686,835	\$ 685,229	\$ 709,212
Overtime	-	68,555	71,354	73,688	100,875	72,896	75,447
Longevity	-	5,599	5,856	6,566	6,358	6,890	7,131
Stipend	-	6,313	-	-	-	-	-
Certification	-	4,988	4,950	4,950	6,713	9,750	10,091
Retirement	-	79,312	83,513	90,511	105,118	99,005	102,471
Medical Insurance	-	61,919	59,991	74,126	104,052	79,220	81,993
Dental Insurance	-	4,373	5,388	5,985	5,455	6,670	6,903
Vision Insurance	-	429	569	536	1,865	612	633
Life Insurance & Others	-	2,853	3,316	4,068	3,898	4,982	5,156
Social Security Taxes	-	34,596	37,002	44,123	47,419	46,795	48,433
Medicare Taxes	-	8,084	8,651	10,319	11,091	10,944	11,327
Unemployment Taxes	-	158	1,620	1,628	481	1,625	1,681
Workers' Compensation	-	7,885	8,639	11,269	4,071	16,762	17,348
Pre-Employment Physicals/Testing	-	2,917	7,417	7,794	7,794	6,675	6,874
Tuition Reimbursement	-	2,184	3,488	9,600	9,600	8,290	-
Total Personnel	\$ -	\$ 828,111	\$ 884,412	\$ 987,227	\$ 1,101,625	\$ 1,056,343	\$ 1,084,701
Services/Supplies							
Professional Outside Services	-	2,327	\$ 125	\$ 3,000	\$ 7,000	\$ 5,500	\$ 1,515
Software & Support	-	608	2,784	12,813	15,182	16,749	13,753
Tax Administration	-	-	-	-	1,529	1,605	1,686
Advertising	-	398	-	750	-	1,500	1,545
Printing	-	265	155	250	467	300	310
Radios	-	167	-	-	-	-	-
Schools & Training	-	3,825	15,392	24,090	22,000	24,505	31,148
Electricity	-	6,446	4,895	8,000	8,000	8,400	8,800
Water	-	2,758	3,203	3,800	3,800	4,000	4,200
Telephone	-	-	-	-	-	-	-
Communications/Pagers/Mobiles	-	11,235	15,884	8,925	16,691	16,691	16,691
Building Maintenance	-	13,758	14,335	18,000	19,001	22,200	18,000
Vehicle Maintenance	-	23,053	49,770	48,500	31,200	41,800	43,054
Equipment Maintenance	-	5,214	12,394	21,900	5,599	18,000	18,534
Emergency Management	-	1,919	158	1,000	2,000	1,000	1,000
Dispatch - Denton County	-	2,376	3,045	3,481	226	3,986	4,105
Dues & Membership	-	15,404	19,601	20,417	41,061	20,337	20,947
Flags & Repairs	-	3,311	1,000	9,419	19,441	-	-
Travel & Per Diem	-	1,979	7,280	13,507	8,497	14,510	13,734
Meetings	-	71	-	-	-	-	-
Safety Programs	-	3,375	-	-	-	-	-
Inspection Fees	-	-	-	-	-	-	-
Office Supplies	-	815	289	250	607	300	310
Printer Supplies	-	-	1,041	1,400	1,798	1,400	1,400
Postage	-	57	53	100	154	100	103
Publications/Books/Subscriptions	-	350	267	350	557	350	350
Fuel	-	15,614	9,082	13,933	13,933	12,215	12,826
Uniforms	-	9,266	6,338	5,907	4,891	7,145	6,714
Medical Control	-	-	-	-	-	-	-
Pharmacy	-	158	-	-	-	-	-
Oxygen	-	-	-	-	-	-	-
Safety Equipment/Protective Clothing	-	27,815	25,217	31,600	19,138	27,700	28,531
Disposable Supplies	-	-	-	-	-	-	-
Small Equipment	-	17,681	5,499	8,300	2,196	4,950	5,100
Hardware	-	-	914	4,200	7,221	4,458	3,300
Maintenance Supplies	-	410	386	1,500	1,688	1,500	1,545
Miscellaneous Expense	-	767	3,246	6,000	5,369	4,000	4,120
Programs & Special Projects	-	3,206	10,745	15,300	15,300	14,900	15,253
Total Services/Supplies	\$ -	\$ 174,626	\$ 213,098	\$ 286,692	\$ 274,546	\$ 280,101	\$ 278,574
Capital							
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement	-	-	-	-	-	-	-
Capital Expenses	-	28,962	-	-	-	-	42,000
Capital Outlay	-	28,962	-	-	-	-	42,000
Total Capital	\$ -	\$ 28,962	\$ -	\$ -	\$ -	\$ -	\$ 42,000
Total Expenditures	\$ -	\$ 1,031,700	\$ 1,097,509	\$ 1,273,919	\$ 1,376,171	\$ 1,336,445	\$ 1,405,274

Streets	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 136,318	\$ 164,319	\$ 111,226	\$ 31,836	\$ 32,574	\$ 32,797	\$ 33,945
Overtime	1,525	1,412	1,069	2,000	921	2,000	2,070
Longevity	1,748	1,928	762	84	87	120	124
Stipend	1,710	1,850	-	-	-	-	-
Retirement	18,327	22,254	13,915	4,427	4,881	4,614	4,776
Medical Insurance	16,667	14,596	12,388	-	-	-	-
Dental Insurance	1,438	1,664	1,666	515	493	557	576
Vision Insurance	271	170	159	41	49	43	45
Life Insurance & Other	1,143	952	640	233	229	240	248
Social Security Taxes	8,160	9,916	6,427	2,103	2,296	2,165	2,241
Medicare Taxes	1,908	2,314	1,503	492	538	506	524
Unemployment Taxes	540	71	420	103	16	103	106
Workers' Compensation	3,473	2,874	4,846	1,933	699	1,510	1,563
Pre-Employment Physicals/Testing	207	303	200	-	115	-	-
Total Personnel	\$ 193,437	\$ 224,622	\$ 155,222	\$ 43,767	\$ 42,898	\$ 44,655	\$ 46,218
Services/Supplies							
Professional Services-PID Utility	\$ 2,419	\$ -	-	\$ -	\$ -	\$ -	\$ -
Schools & Training	76	1,104	300	2,336	750	750	750
Electricity	149,454	145,589	141,731	163,680	148,800	172,000	180,000
Water	599	1,428	-	-	-	-	-
Communications/Pagers/Mobiles	2,025	2,611	2,153	2,466	1,567	1,567	1,567
Property Maintenance	-	867	-	-	-	-	-
Vehicle Maintenance	9	-	-	-	-	-	-
Equipment Maintenance	2,296	2,569	1,301	2,000	3,500	3,500	3,500
Signs & Markings	58	21	-	-	-	-	-
Dues & Membership	403	204	123	-	-	-	-
Travel & Per Diem	-	-	79	1,000	300	300	300
Meetings	109	20	-	150	150	150	150
Office Supplies	532	272	144	300	300	300	300
Postage	0	7	-	100	100	100	100
Uniforms	2,877	1,428	2,171	2,805	1,150	1,150	1,570
Small Tools	2,178	1,014	-	160	160	200	200
Total Services/Supplies	\$ 163,035	\$ 157,134	\$ 148,000	\$ 174,997	\$ 156,777	\$ 180,017	\$ 188,437
Capital							
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement	-	-	-	-	-	-	-
Capital Expense	-	-	37,688	-	-	-	-
Transfer Out	-	-	-	-	-	-	-
Transfer To Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Capital Outlay	-	-	37,688	-	-	-	-
Total Capital	\$ -	\$ -	\$ 37,688	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 356,472	\$ 381,756	\$ 340,910	\$ 218,764	\$ 199,675	\$ 224,672	\$ 234,655

Parks	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 496,451	\$ 533,362	\$ 522,190	\$ 593,986	\$ 536,211	\$ 615,805	\$ 637,358
Overtime	23,638	10,135	13,906	20,000	13,359	15,000	15,525
Longevity	4,010	4,538	4,166	4,544	4,291	5,639	5,836
Stipend	7,875	8,525	-	-	-	-	-
Certification	2,443	2,300	1,000	2,100	1,500	1,800	1,863
Retirement	67,244	68,800	63,206	75,905	67,373	78,986	81,751
Medical Insurance	64,728	71,121	81,919	97,709	82,737	88,540	91,639
Dental Insurance	5,500	4,248	5,442	6,441	4,650	7,136	7,386
Vision Insurance	1,095	604	729	796	647	813	842
Life Insurance & Other	4,631	3,120	3,323	4,006	3,255	4,251	4,399
Social Security Taxes	31,619	33,387	31,377	38,169	34,609	39,571	40,956
Medicare Taxes	7,395	7,804	7,339	8,927	8,096	9,255	9,578
Unemployment Taxes	2,399	585	2,628	2,394	294	2,565	2,655
Workers' Compensation	10,730	10,898	11,795	13,807	7,176	12,358	12,790
Pre-Employment Physicals/Testing	940	1,076	512	-	463	-	-
Total Personnel	\$ 730,698	\$ 760,502	\$ 749,531	\$ 868,784	\$ 764,661	\$ 881,719	\$ 912,579
Services/Supplies							
Software & Support	\$ -	\$ -	\$ 4,342	\$ -	\$ -	\$ -	\$ -
Advertising	290	916	1,000	500	500	500	515
Schools & Training	1,845	2,613	1,224	4,740	2,710	3,980	3,601
Electricity	35,804	39,445	42,537	55,461	50,200	56,381	59,199
Water	122,475	155,498	175,232	227,973	210,297	239,371	251,340
Communications/Pagers/Mobiles	10,413	9,320	6,835	10,303	8,634	8,634	8,634
Property Maintenance	239,546	229,871	211,675	239,680	216,103	212,150	218,515
Building Maintenance	3,066	985	3,161	3,500	3,500	2,000	2,060
Vehicle Maintenance	12,649	16,259	8,175	13,905	10,955	11,915	15,356
Equipment Maintenance	5,001	16,469	10,580	10,500	13,494	13,494	10,815
Independent Labor	70,320	89,977	106,277	94,632	94,632	99,570	102,042
Storage Rental	11,018	11,589	11,485	6,204	9,708	9,708	10,000
Portable Toilets	3,126	2,540	3,980	3,405	4,950	4,710	4,955
Dues & Membership	2,153	200	743	1,030	1,030	1,475	1,056
Travel & Per Diem	3,390	684	-	1,540	2,485	2,586	2,689
Meetings	156	247	231	750	750	750	772
Safety Program	1,055	-	-	-	-	-	-
Tree City	9,926	2,625	8,000	10,000	10,000	10,000	10,000
Office Supplies	1,008	460	1,769	500	689	500	515
Postage	32	-	11	25	25	25	25
Publications/Books/Subscriptions	509	444	86	700	700	700	721
Fuel	13,514	17,379	16,800	20,350	28,819	19,673	20,656
Uniforms	9,422	5,211	8,143	8,172	7,172	8,347	8,598
Median Banners	-	-	-	-	-	-	-
Small Tools	10,393	6,511	13,583	11,675	11,675	14,675	12,025
Safety Equipment	2,981	1,367	2,865	3,765	3,765	3,470	3,574
Furniture/Equipment <\$5,000	6,309	-	-	-	-	-	-
Miscellaneous Expense	1,181	112	-	-	-	-	-
Total Services/Supplies	\$ 577,580	\$ 610,723	\$ 638,733	\$ 729,310	\$ 692,793	\$ 724,614	\$ 747,663
Capital							
Capital Outlay	\$ 32,191	\$ 376,886	\$ 218,463	\$ -	\$ -	\$ -	\$ -
Total Capital	\$ 32,191	\$ 376,886	\$ 218,463	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,340,468	\$ 1,748,111	\$ 1,606,727	\$ 1,598,094	\$ 1,457,454	\$ 1,606,333	\$ 1,660,242

Recreation	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 314,555	\$ 321,067	\$ 293,581	\$ 337,953	\$ 341,019	\$ 342,085	\$ 354,058
Overtime	834	3,028	-	3,800	-	-	-
Longevity	1,144	1,183	559	795	604	774	801
Stipend	1,575	1,688	-	-	-	-	-
Certification	-	100	1,000	2,880	1,100	1,200	1,242
Retirement	19,156	16,465	14,619	18,300	18,896	18,668	19,322
Medical Insurance	13,912	10,760	15,637	19,227	20,597	18,999	19,664
Dental Insurance	1,056	690	1,265	1,701	1,430	1,391	1,440
Vision Insurance	193	84	132	148	152	108	112
Life Insurance & Other	1,197	654	756	1,000	840	1,031	1,067
Social Security Taxes	19,251	19,874	17,254	21,417	21,607	21,332	22,078
Medicare Taxes	4,502	4,638	4,035	5,009	5,053	4,989	5,163
Unemployment Taxes	3,454	330	3,454	1,777	1,777	1,643	1,701
Workers' Compensation	6,831	6,314	6,270	8,117	8,117	6,114	6,328
Pre-Employment Physicals/Testing	3,617	4,934	2,939	2,705	2,705	3,000	3,000
Total Personnel	\$ 391,276	\$ 391,808	\$ 361,501	\$ 424,829	\$ 423,897	\$ 421,334	\$ 435,975
Services/Supplies							
Professional Outside Services	\$ -	\$ 4,974	\$ 4,449	\$ 4,450	\$ 2,750	\$ 2,750	\$ 2,750
Software & Support	3,847	3,516	1,966	3,027	1,375	1,375	1,420
Health Inspections	-	-	-	300	300	300	300
Advertising	2,085	5,708	1,278	4,012	2,307	1,125	3,674
Printing	3,321	6,497	170	1,000	500	1,200	1,230
Schools & Training	2,043	5,626	5,511	7,975	6,475	7,590	7,120
Service Charges & Fees	10,772	10,387	15,318	10,800	11,320	10,800	11,000
Electricity	13,779	18,481	19,967	25,300	25,300	26,565	27,893
Water	23,649	37,556	31,999	52,200	52,200	54,810	57,751
Telephone	1,733	1,699	1,721	-	-	-	-
Communications/Pagers/Mobiles	3,126	3,019	3,215	4,562	4,769	4,769	4,769
Property Maintenance	7,779	15,926	18,314	24,820	24,820	20,000	20,600
Independent Labor	-	-	-	-	-	-	-
Equipment rental/Lease	7,800	7,262	6,550	8,600	8,900	8,600	8,858
Dues & Membership	5,415	7,185	9,193	7,295	7,295	9,475	9,478
Travel & Per Diem	3,864	3,035	1,171	3,013	3,013	1,827	1,883
Meetings	529	791	619	850	850	850	877
Field Trips	7,472	7,526	7,898	8,400	6,400	8,400	8,652
Office Supplies	955	2,196	1,682	2,000	2,000	2,000	2,061
Postage	1,348	2,619	120	2,606	2,606	2,606	2,684
Publications/Books/Subscriptions	169	40	151	200	200	200	206
Fuel	16	8	-	1,875	1,875	1,719	1,805
Uniforms	7,868	9,426	12,249	9,750	9,750	9,750	10,039
Chemicals	18,177	21,208	18,442	22,000	22,000	22,000	22,760
Concessions	9,452	8,636	9,075	9,500	9,500	9,500	9,785
Program Supplies	4,284	4,163	3,230	4,600	4,600	4,600	4,738
Special Events	1,529	1,503	424	-	-	-	-
Community Events	-	588	-	1,200	550	1,200	1,236
Safety Equipment	892	2,530	1,415	1,170	2,670	1,620	1,200
Small Equipment	691	-	284	4,250	500	500	500
Furniture/Equipment <\$5,000	4,445	6,945	5,998	5,900	4,700	5,200	5,253
Hardware	2,356	314	1,141	4,000	2,000	2,000	2,000
Maintenance Supplies	1,339	1,235	1,398	1,350	1,350	1,350	1,391
Miscellaneous Expenses	1,277	182	2,248	300	300	1,300	1,309
Total Services/Supplies	\$ 152,012	\$ 200,779	\$ 187,195	\$ 237,305	\$ 223,175	\$ 225,981	\$ 235,222
Capital							
Capital Replacement	\$ -	-	-	-	\$ -	\$ -	\$ -
Capital Repairs	12,370	36,038	12,884	-	-	-	-
Capital Expenses	-	-	-	-	-	-	-
Transfer To Debt Service	-	-	-	-	-	-	-
Capital Outlay	76,705	47,368	-	-	-	-	-
Capital Outlay	89,074	83,406	12,884	-	-	-	-
Total Capital	\$ 89,074	\$ 83,406	\$ 12,884	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 632,364	\$ 675,994	\$ 561,580	\$ 662,134	\$ 647,072	\$ 647,315	\$ 671,197

Community Events								
	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED	
Services/Supplies								
Advertising	\$ 2,175	\$ 777	\$ 110	\$ 4,700	\$ 4,100	\$ 1,200	\$ 1,236	
Printing	-	50	-	600	600	600	600	
Schools & Training	-	-	-	-	-	-	-	
Event Rentals	10,695	23,816	18,925	21,688	20,833	20,137	20,741	
Dues & Membership	-	-	-	-	-	-	-	
Travel & Per Diem	480	-	-	-	-	-	-	
Uniforms	1,029	-	-	-	-	-	-	
Program Supplies	11,517	9,089	7,629	10,750	10,750	11,446	11,290	
Miscellaneous Expense	259	274	-	-	-	-	-	
Prompt Payment Interest	-	-	-	-	-	-	-	
Total Services/Supplies	\$ 26,155	\$ 34,006	\$ 26,664	\$ 37,738	\$ 36,283	\$ 33,383	\$ 33,867	
Total Expenditures	\$ 26,155	\$ 34,006	\$ 26,664	\$ 37,738	\$ 36,283	\$ 33,383	\$ 33,867	

Community Development	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 323,740	\$ 300,808	\$ 314,050	\$ 363,291	\$ 329,294	\$ 354,099	\$ 366,493
Overtime	11,607	1,221	150	5,000	-	5,000	5,175
Longevity	1,805	2,465	2,168	1,065	993	1,583	1,638
Stipend	3,563	5,250	0	-	-	-	-
Certification	-	-	0	600	550	600	621
Retirement	44,189	40,620	39,284	48,288	44,205	47,617	49,283
Medical Insurance	33,951	32,335	34,017	52,845	35,018	27,043	27,990
Dental Insurance	2,569	1,708	2,255	3,722	2,074	2,241	2,319
Vision Insurance	537	279	335	377	268	298	308
Life Insurance & Other	2,822	1,727	1,806	2,300	2,078	2,592	2,683
Social Security Taxes	20,563	18,756	18,288	22,937	20,620	22,399	23,183
Medicare Taxes	4,809	4,381	4,277	5,364	4,793	5,239	5,422
Unemployment Taxes	983	246	810	1,026	272	941	973
Workers' Compensation	8,727	8,330	1,658	4,601	1,655	2,591	2,682
Pre-Employment Physicals/Testing	-	17	62	-	220	-	-
Total Personnel	\$ 459,864	\$ 418,145	\$ 419,159	\$ 511,416	\$ 442,040	\$ 472,242	\$ 488,771
Services/Supplies							
Professional Outside Services	\$ -	\$ 500	-	\$ -	\$ -	\$ -	\$ -
Engineering	86,838	54,027	100,967	90,000	90,000	90,000	90,000
Plan Review Services	-	-	-	-	-	-	-
Appraisal	-	3,000	-	-	-	-	-
Health Inspections	6,325	6,300	7,000	4,500	4,500	4,719	4,955
Inspection Services	-	7,990	15,207	25,500	28,602	25,500	25,500
Advertising	2,642	1,293	1,715	1,000	1,500	1,500	1,600
Printing	57	199	114	600	600	600	600
Computer Mapping	-	-	-	-	-	-	-
Abatements	3,930	621	65	3,000	3,000	3,000	3,000
Schools & Training	1,569	3,225	2,053	4,230	4,230	4,230	4,230
Service Charges & Fees	2	-	-	-	-	-	-
Trash Removal/Recycling	-	59	-	-	-	-	-
Communications/Pagers/Mobiles	4,198	3,334	2,756	3,840	4,121	4,121	4,121
Vehicle Maintenance	486	1,886	923	1,225	1,225	1,250	2,575
Dues & Membership	1,127	146	655	1,379	1,379	1,050	1,050
Travel & Per Diem	435	1,097	173	200	1,100	1,200	1,200
Meetings	76	33	58	250	250	250	250
Plat Filing Fees	222	263	-	700	200	350	360
Office Supplies	1,410	1,603	1,241	1,200	1,000	1,000	1,000
Postage	1,053	461	635	500	500	500	500
Publications/Books/Subscriptions	1,884	221	-	1,000	500	2,000	500
Fuel	2,204	2,028	1,963	3,000	3,000	3,000	3,150
Uniforms	1,667	510	1,145	1,635	1,000	1,600	1,600
Miscellaneous Expense	519	69	299	600	500	500	500
Total Services/Supplies	\$ 116,643	\$ 88,866	\$ 136,969	\$ 144,359	\$ 147,207	\$ 146,370	\$ 146,691
Capital							
Vehicles	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -
Capital Expenditure	-	-	-	-	-	-	-
Transfer To Debt Service	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Total Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 576,508	\$ 507,011	\$ 556,128	\$ 655,775	\$ 589,247	\$ 618,612	\$ 635,462

Finance	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 207,446	\$ 240,797	\$ 276,460	\$ 324,542	\$ 280,803	\$ 328,120	\$ 339,604
Overtime	-	-	0	-	-	-	-
Longevity	390	670	975	1,268	1,268	750	754
Stipend	2,250	3,300	0	-	-	-	-
Certification	-	-	0	2,400	2,150	2,400	2,484
Retirement	27,239	31,655	34,930	42,840	42,696	43,509	45,032
Medical Insurance	19,812	22,870	30,956	34,089	27,243	36,925	38,218
Dental Insurance	1,605	1,418	2,244	2,935	1,722	2,901	3,002
Vision Insurance	304	184	250	228	229	275	285
Life Insurance & Other	1,710	1,304	1,518	1,981	2,054	2,402	2,486
Social Security Taxes	12,276	14,422	16,282	20,349	19,844	20,539	21,258
Medicare Taxes	2,871	3,368	3,808	4,759	4,641	4,803	4,972
Unemployment Taxes	513	99	648	770	203	770	796
Workers' Compensation	449	447	604	823	176	763	790
Pre-Employment Physicals/Testing	-	125	0	-	171	-	-
Total Personnel	\$ 276,866	\$ 320,659	\$ 368,674	\$ 436,984	\$ 383,200	\$ 444,157	\$ 459,679
Services/Supplies							
Professional Outside Services	\$ 7,497	\$ 10,687	\$ 45,104	\$ 15,400	\$ 57,000	\$ 14,000	\$ 14,000
Auditing	35,000	26,050	38,085	26,640	26,640	25,104	28,110
Appraisal	48,118	50,445	50,203	52,713	53,157	55,815	58,606
Tax Administration	3,444	3,596	4,104	4,268	5,027	5,278	5,542
Advertising	3,325	1,344	1,825	2,247	2,314	4,500	4,550
Printing	4,560	4,730	80	1,000	400	500	500
Schools & Training	1,697	3,667	2,675	7,010	6,375	5,675	5,675
Service Charges & Fees	8,966	9,624	14,349	10,800	14,396	15,196	15,196
Communications/Pagers/Mobiles	1,441	1,800	750	900	1,350	1,350	1,350
Dues & Membership	1,387	1,283	1,125	1,381	1,720	1,150	1,150
Travel & Per Diem	4,203	1,069	2,885	3,364	4,373	4,125	4,125
Meetings	181	336	353	300	300	300	300
Office Supplies	2,079	2,655	2,769	2,600	2,320	2,320	2,320
Postage	1,768	2,628	620	1,000	2,000	1,000	1,000
Publications/Books/Subscriptions	-	-	114	250	-	-	-
Furniture/Equipment <\$5000	-	-	-	-	-	-	-
Miscellaneous Expense	110	2,224	271	420	286	100	100
Total Services/Supplies	\$ 123,776	\$ 122,139	\$ 165,312	\$ 130,293	\$ 177,658	\$ 136,413	\$ 142,524
Total Expenditures	\$ 400,642	\$ 442,798	\$ 533,987	\$ 567,277	\$ 560,858	\$ 580,570	\$ 602,203

Municipal Court	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 50,929	\$ 55,513	\$ 63,630	\$ 57,221	\$ 32,685	\$ 47,507	\$ 49,170
Longevity	145	-	-	165	-	-	-
Stipend	750	750	0	-	-	-	-
Certifications	1,116	1,200	1,100	1,200	750	900	932
Retirement	6,857	7,549	8,130	7,647	5,308	6,299	6,520
Medical Insurance	4,218	5,401	6,417	5,795	4,176	5,702	5,901
Dental Insurance	380	332	384	382	263	412	427
Vision Insurance	74	45	52	45	36	47	49
Life Insurance & Other	476	352	379	390	476	348	360
Social Security Taxes	3,277	3,582	3,848	3,632	2,480	3,001	3,106
Medicare Taxes	767	833	900	849	580	702	726
Unemployment Taxes	327	25	162	171	256	171	177
Workers' Compensation	113	109	121	145	159	112	115
Total Personnel	\$ 69,428	\$ 75,692	\$ 85,122	\$ 77,642	\$ 47,169	\$ 65,201	\$ 67,484
Services/Supplies							
Professional Outside Services	\$ 507	\$ -	-	\$ 3,000	\$ 6,600	\$ -	\$ -
Judge's Compensation	3,300	3,600	3,150	3,900	6,600	6,600	6,600
Advertising	-	-	-	500	-	-	-
Printing	1,100	1,308	1,214	1,100	1,100	1,100	1,100
Schools & Training	119	-	-	-	-	-	-
Jury Fees	-	-	-	-	-	-	-
Dues & Membership	60	120	-	120	260	260	331
Travel & Per Diem	60	191	-	-	-	-	-
Office Supplies	392	212	137	250	330	330	330
Postage	415	231	247	200	400	400	400
Publications/Books/Subscriptions	-	-	29	50	50	50	50
Furniture/Equipment <\$5000	-	-	-	-	-	-	-
Miscellaneous Expenses	39	23	-	200	-	-	-
Total Services/Supplies	\$ 5,992	\$ 5,685	\$ 4,777	\$ 9,320	\$ 15,340	\$ 8,740	\$ 8,811
Total Expenditures	\$ 75,421	\$ 81,377	\$ 89,899	\$ 86,962	\$ 62,509	\$ 73,941	\$ 76,295

Administrative Services		FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel								
Salaries	\$	83,561	\$ 87,765	\$ 238,323	\$ 255,757	\$ 263,626	\$ 265,990	\$ 275,300
Overtime		-	-	245	1,500	-	-	-
Longevity		-	-	148	218	-	290	300
Stipend		-	1,500	0	-	-	-	-
Certifications		800	600	525	3,000	3,300	3,600	3,726
Retirement		11,598	11,717	30,178	33,803	36,848	35,270	36,505
Medical Insurance		4,799	11,481	22,922	25,686	21,368	19,521	20,204
Dental Insurance		463	366	1,414	2,099	1,790	2,489	2,576
Vision Insurance		87	44	160	182	209	228	236
Life Insurance & Other		669	386	1,199	1,510	1,334	1,947	2,015
Social Security Taxes		5,420	5,637	13,920	16,056	16,650	16,733	17,318
Medicare Taxes		1,268	1,318	3,256	3,755	3,894	3,913	4,050
Unemployment Taxes		181	110	568	599	32	599	619
Workers' Compensation		163	195	817	648	136	622	644
Pre-Employment Physicals/Testing		65	69	798	4,000	4,000	4,000	4,000
Auto Allowance		-	-	-	-	-	-	-
Employee Relations		12,728	12,252	36,249	43,600	43,600	43,600	43,600
Tuition Reimbursement		10,616	4,299	5,236	11,400	11,400	20,500	22,500
Employee Assistance Program		2,514	1,898	2,471	2,400	2,400	2,400	2,400
Flexible Benefits Administration		-	-	1,065	2,400	2,400	2,400	2,400
Total Personnel	\$	134,934	\$ 139,637	\$ 359,493	\$ 408,613	\$ 412,987	\$ 424,101	\$ 438,393
Services/Supplies								
Professional Outside Services	\$	14,524	\$ 24,072	\$ 31,426	\$ 31,610	\$ 31,865	\$ 86,550	\$ 33,900
Physicals/Testing		144	-	-	-	-	-	-
Advertising		618	300	3,132	1,150	4,817	6,500	3,500
Printing		447	-	-	1,000	225	300	300
Schools & Training		2,999	2,743	4,852	4,945	5,735	7,750	8,072
Organizational Employee Training		-	-	1,990	5,000	2,500	2,500	2,500
Telephone		-	-	-	-	-	-	-
Communications/Pagers/Mobiles		992	750	1,707	2,700	2,732	2,732	2,732
Dues & Membership		874	706	719	1,225	2,173	2,050	2,070
Travel & Per Diem		1,496	787	214	5,650	2,500	4,865	5,903
Meetings		71	66	43	800	800	850	902
Office Supplies		2,087	1,319	959	900	1,761	880	880
Postage		31	24	88	300	300	300	301
Publications/Books/Subscriptions		-	-	-	100	-	-	-
Furniture/Equipment <\$5000		-	-	530	-	-	-	-
Miscellaneous Expenses		-	-	210	-	-	-	-
Total Services/Supplies	\$	24,282	\$ 30,767	\$ 45,869	\$ 55,380	\$ 55,408	\$ 115,277	\$ 61,060
Total Expenditures	\$	159,216	\$ 170,404	\$ 405,362	\$ 463,993	\$ 468,395	\$ 539,378	\$ 499,453

Information Services	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ 159,799	\$ 167,180	\$ 160,563	\$ 158,683	\$ 163,608	\$ 165,027	\$ 170,803
Longevity	1,815	1,995	2,175	2,340	2,355	2,520	2,608
Stipend	1,500	1,850	0	-	-	-	-
Certification	-	-	0	900	-	-	-
Retirement	19,754	20,853	20,068	21,135	22,151	21,883	22,648
Medical Insurance	10,888	10,710	11,802	11,589	12,022	11,404	11,803
Dental Insurance	829	665	767	763	693	824	853
Vision Insurance	161	90	104	90	94	95	98
Life Insurance & Other	1,188	828	890	929	863	1,208	1,250
Social Security Taxes	10,087	10,632	9,652	10,039	10,601	10,388	10,752
Medicare Taxes	2,359	2,487	2,257	2,348	2,479	2,429	2,514
Unemployment Taxes	548	119	324	342	18	342	354
Workers' Compensation	394	354	336	402	86	386	400
Total Personnel	\$ 209,323	\$ 217,762	\$ 208,939	\$ 209,560	\$ 214,970	\$ 216,506	\$ 224,084
Services/Supplies							
Software & Support	165,017	168,028	223,436	258,248	256,852	288,186	290,607
Security	376	1,370	2,620	2,257	2,257	2,257	2,257
Schools & Training	534	900	450	4,510	360	3,900	4,510
Telephone	6,269	5,577	3,625	1,000	-	1,000	1,000
Communications/Pagers/Mobiles	31,235	35,737	56,863	40,576	40,575	41,375	41,375
Building Maintenance	-	-	-	-	-	-	-
Independent Labor	846	1,336	24,461	23,400	23,400	23,400	23,400
Copier Rental/Leases	11,645	11,116	10,647	10,651	10,200	11,751	10,651
Dues & Membership	257	150	107	350	350	350	350
Travel & Per Diem	443	1,919	1,159	6,191	-	6,208	6,074
Meetings	25	-	-	122	122	122	122
Office Supplies	721	805	1,080	921	750	921	921
Printer Supplies	7,174	6,860	7,575	7,500	7,500	7,500	7,500
Postage	16	-	66	300	300	300	300
Publication/Books/Subscriptions	-	-	-	-	-	-	-
Uniforms	83	108	110	-	-	-	-
Hardware	9,816	16,685	14,919	12,760	10,960	11,460	10,465
Total Services/Supplies	\$ 234,455	\$ 250,589	\$ 347,117	\$ 368,786	\$ 353,626	\$ 398,730	\$ 399,532
Capital							
Capital Outlay	9,002	-	-	-	-	-	-
Hardware	25,584	5,166	14,209	-	-	-	-
Hardware	-	-	1,231	-	-	-	-
Capital Expenses	-	16,581	91,515	-	-	-	-
Capital Outlay	34,585	21,747	106,955	-	-	-	-
Total Capital	\$ 34,585	\$ 21,747	\$ 106,955	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 478,364	\$ 490,098	\$ 663,011	\$ 578,346	\$ 568,596	\$ 615,236	\$ 623,616

Facilities Maintenance	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Personnel							
Salaries	\$ -	\$ -	0	\$ 39,998	\$ 40,926	\$ 41,205	\$ 42,647
Overtime	-	-	0	1,000	947	1,000	1,035
Longevity	-	-	0	110	-	170	176
Stipend	-	-	0	-	-	-	-
Retirement	-	-	0	5,235	5,289	5,464	5,655
Medical Insurance	-	-	0	8,071	7,357	7,968	8,247
Dental Insurance	-	-	0	859	713	928	960
Vision Insurance	-	-	0	69	69	72	75
Life Insurance & Other	-	-	0	293	216	302	312
Social Security Taxes	-	-	0	2,487	2,389	2,565	2,655
Medicare Taxes	-	-	0	582	559	600	621
Unemployment Taxes	-	-	0	171	9	171	177
Workers' Compensation	-	-	0	659	141	1,898	1,965
Total Personnel	\$ -	\$ -	\$ -	\$ 59,534	\$ 58,615	\$ 62,342	\$ 64,524
Services/Supplies							
Schools & Training	\$ -	\$ -	-	\$ 800	\$ 250	\$ 250	\$ 250
Electricity	11,004	11,569	53,298	62,520	62,520	64,750	66,980
Water	1,036	990	16,748	16,728	16,728	17,650	18,500
Communications/Pagers/Mobil	-	-	-	-	674	674	674
Insurance	53,323	66,263	91,192	94,397	93,706	98,834	-
Building Maintenance	15,827	11,989	21,417	17,598	17,598	17,649	17,701
Equipment Maintenance	-	-	-	-	-	-	-
Cleaning Services	17,292	18,951	38,255	55,200	55,200	57,400	59,600
Kitchen Supplies	-	2,806	4,030	8,000	5,400	5,400	5,400
Travel & Per Diem	-	-	-	200	200	200	200
Office Supplies	-	-	14,135	10,500	10,500	5,550	5,550
Fuel	-	-	-	4,500	6,150	5,500	5,776
Uniforms	-	-	-	-	-	575	785
Vending Machine Supplies	-	-	408	2,000	900	900	900
Furniture/Equipment<\$5,000	59	13,144	15,487	5,000	5,000	3,000	1,000
Maintenance Supplies	989	1,617	1,620	2,500	2,500	2,500	2,500
Total Services/Supplies	\$ 99,528	\$ 127,330	\$ 256,589	\$ 279,943	\$ 277,326	\$ 280,832	\$ 185,816
Total Expenditures	\$ 99,528	\$ 127,330	\$ 256,589	\$ 339,477	\$ 335,941	\$ 343,174	\$ 250,340

Capital Projects Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 1,694,546	\$ 8,764,936	\$ 6,285,515	\$ 6,285,515	\$ 5,764,419	\$ 3,231,713	\$ 1,741,713
Revenue							
Contributions/Grants	\$ 26,237	\$ -	-	\$ -	\$ -	\$ -	\$ -
Interest Revenue	28,335	83,988	113,796	60,000	60,000	50,000	50,000
Total Revenue	\$ 54,572	\$ 83,988	\$ 113,796	\$ 60,000	\$ 60,000	\$ 50,000	\$ 50,000
Expenditures							
General Government	\$ 13,602	\$ -	-	\$ -	\$ -	\$ -	\$ -
Bond Issuance Costs	198,650	-	-	-	-	-	-
Construction	-	-	34,843	-	-	-	-
Engineering	-	-	46,701	-	-	-	-
Capital Outlay	3,010,864	7,850,206	589,164	3,218,030	2,592,706	1,540,000	787,485
Total Expenditures	\$ 3,223,116	\$ 7,850,206	\$ 670,709	\$ 3,218,030	\$ 2,592,706	\$ 1,540,000	\$ 787,485
Other Sources (Uses)							
Debt Proceeds	\$ 9,455,000	\$ 4,445,000	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Premium	537,946	128,317	-	-	-	-	-
Transfer In	265,283	720,934	35,817	-	-	-	-
Transfer Out	(19,295)	(7,454)	-	-	-	-	-
Total Other Sources (Uses)	\$ 10,238,934	\$ 5,286,797	\$ 35,817	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease)	\$ 7,070,390	\$ (2,479,421)	\$ (521,096)	\$ (3,158,030)	\$ (2,532,706)	\$ (1,490,000)	\$ (737,485)
Ending Fund Balance	\$ 8,764,936	\$ 6,285,515	\$ 5,764,419	\$ 3,127,485	\$ 3,231,713	\$ 1,741,713	\$ 1,004,228

Debt Service Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 118,542	\$ 143,174	\$ 309,043	\$ 453,559	\$ 430,094	\$ 519,687	\$ 454,283
Revenue							
Property Taxes	\$ 1,688,798	\$ 1,900,203	\$ 2,099,098	\$ 2,246,564	\$ 2,246,564	\$ 2,375,816	\$ 2,449,938
Property Taxes/Delinquent	3,651	3,421	3,648	2,000	2,000	2,000	2,000
Property Taxes/Penalty & Interest	5,205	5,443	4,830	4,500	4,500	4,500	4,500
Intergovernmental Transfer EDC	-	-	-	-	-	-	-
Interest Income	3,032	7,940	19,894	10,000	10,000	5,000	5,000
Total Revenue	\$ 1,700,686	\$ 1,917,007	\$ 2,127,471	\$ 2,263,064	\$ 2,263,064	\$ 2,387,316	\$ 2,461,438
Expenditures							
Principal Payments	\$ 1,378,000	\$ 1,263,000	\$ 1,463,000	\$ 1,718,000	\$ 1,718,000	\$ 2,003,000	\$ 1,743,000
Interest Payments	390,300	688,726	737,825	752,278	763,978	722,590	667,964
Paying Agent Fees	14,255	8,728	5,235	7,500	11,550	7,500	7,500
Bond/CO Issuance cost	-	-	-	-	-	-	-
Total Expenditures	\$ 1,782,555	\$ 1,960,454	\$ 2,206,060	\$ 2,477,778	\$ 2,493,528	\$ 2,733,090	\$ 2,418,464
Other Sources (Uses)							
Bond Proceeds	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
Bond Proceeds- Premium	-	-	-	-	-	-	-
Refund Cost	-	-	-	-	-	-	-
Transfer In- General Fund	-	-	-	-	-	-	-
Transfer In-EDC 4B	204,023	-	-	204,023	204,023	201,555	203,668
Transfer In- Street Maintenance	-	25,000	25,000	-	-	-	-
Transfer In- Storm Drainage	26,936	26,887	27,209	26,937	26,937	27,533	27,006
Transfer In - Capital Projects	-	7,454	-	-	-	-	-
Transfer In - CCPD	49,881	149,975	147,431	49,881	49,881	51,281	147,481
Transfer In	106,501	209,316	199,640	280,841	280,841	280,369	378,154
Transfer Out	-	-	-	-	-	-	-
Total Other Sources (Uses)	\$ 106,501	\$ 209,316	\$ 199,640	\$ 280,841	\$ 280,841	\$ 280,369	\$ 378,154
Net Increase (Decrease)	\$ 24,632	\$ 165,869	\$ 121,052	\$ 66,128	\$ 50,377	\$ (65,405)	\$ 421,128
Ending Fund Balance	\$ 143,174	\$ 309,043	\$ 430,094	\$ 519,687	\$ 480,471	\$ 454,283	\$ 875,411

Capital Projects Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 1,694,546	\$ 8,764,936	\$ 6,285,515	\$ 6,285,515	\$ 5,764,419	\$ 3,231,713	\$ 1,741,713
Revenue							
Contributions/Grants	\$ 26,237	\$ -	-	\$ -	\$ -	\$ -	\$ -
Interest Revenue	28,335	83,988	113,796	60,000	60,000	50,000	50,000
Total Revenue	\$ 54,572	\$ 83,988	\$ 113,796	\$ 60,000	\$ 60,000	\$ 50,000	\$ 50,000
Expenditures							
General Government	\$ 13,602	\$ -	-	\$ -	\$ -	\$ -	\$ -
Bond Issuance Costs	198,650	-	-	-	-	-	-
Construction	-	-	34,843	-	-	-	-
Engineering	-	-	46,701	-	-	-	-
Capital Outlay	3,010,864	7,850,206	589,164	3,218,030	2,592,706	1,540,000	787,485
Total Expenditures	\$ 3,223,116	\$ 7,850,206	\$ 670,709	\$ 3,218,030	\$ 2,592,706	\$ 1,540,000	\$ 787,485
Other Sources (Uses)							
Debt Proceeds	\$ 9,455,000	\$ 4,445,000	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Premium	537,946	128,317	-	-	-	-	-
Transfer In	265,283	720,934	35,817	-	-	-	-
Transfer Out	(19,295)	(7,454)	-	-	-	-	-
Total Other Sources (Uses)	\$ 10,238,934	\$ 5,286,797	\$ 35,817	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease)	\$ 7,070,390	\$ (2,479,421)	\$ (521,096)	\$ (3,158,030)	\$ (2,532,706)	\$ (1,490,000)	\$ (737,485)
Ending Fund Balance	\$ 8,764,936	\$ 6,285,515	\$ 5,764,419	\$ 3,127,485	\$ 3,231,713	\$ 1,741,713	\$ 1,004,228

CCPD Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 134,265	\$ 202,403	\$ 61,373	\$ 57,811	\$ 77,610	\$ 154,206	\$ 156,017
Revenue							
Sales Tax	\$ 196,157	\$ 209,200	\$ 224,102	\$ 204,010	\$ 228,744	\$ 235,819	\$ 242,883
Interest Income	71	142	7	-	-	-	-
Total Revenue	\$ 196,228	\$ 209,343	\$ 224,109	\$ 204,010	\$ 228,744	\$ 235,819	\$ 242,883
Expenditures							
Personnel							
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	-	-	-	-	-	20,040	20,641
Longevity	-	-	-	-	-	-	-
Stipend	-	-	-	-	-	-	-
Retirement	-	-	-	-	-	2,657	2,737
Medical Insurance	-	-	-	-	-	-	-
Dental Insurance	-	-	-	-	-	-	-
Vision Insurance	-	-	-	-	-	-	-
Life Insurance & Other	-	-	-	-	-	-	-
Social Security Taxes	-	-	-	-	-	1,242	1,280
Medicare Taxes	-	-	-	-	-	291	299
Unemployment Taxes	-	-	-	-	-	-	-
Workers' Compensation	-	-	-	-	-	446	446
Total Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,677	\$ 25,404
Services & Supplies							
Professional Outside Services	\$ -	\$ 24,500	-	\$ 25,270	\$ 23,720	\$ 26,000	\$ 4,600
Schools & Training	-	-	-	14,500	16,600	15,400	-
Qualifying Expenses	-	-	-	17,650	18,650	18,250	-
Uniforms	-	3,404	4,804	5,000	5,000	6,000	1,000
Small Equipment	25,221	47,493	9,401	50,000	31,000	44,900	27,000
Total Services & Supplies	\$ 25,221	\$ 75,397	\$ 14,205	\$ 112,420	\$ 94,970	\$ 110,550	\$ 32,600
Capital							
Capital Outlay	\$ 102,869	\$ 125,000	\$ 46,237	\$ 43,000	\$ 7,297	\$ 47,500	\$ -
Total Capital	\$ 102,869	\$ 125,000	\$ 46,237	\$ 43,000	\$ 7,297	\$ 47,500	\$ -
Total Expenditures	\$ 128,090	\$ 200,397	\$ 60,441	\$ 155,420	\$ 102,267	\$ 182,727	\$ 58,004
Other Sources (Uses)							
Transfer Out	\$ -	\$ (149,975)	\$ (147,431)	\$ (49,881)	\$ (49,881)	\$ (51,281)	\$ (147,481)
Total Other Sources (Uses)	\$ -	\$ (149,975)	\$ (147,431)	\$ (49,881)	\$ (49,881)	\$ (51,281)	\$ (147,481)
Net Increase (Decrease)	\$ 68,139	\$ (141,030)	\$ 16,237	\$ (1,291)	\$ 76,596	\$ 1,811	\$ 37,398
Ending Fund Balance	\$ 202,403	\$ 61,373	\$ 77,610	\$ 56,520	\$ 154,206	\$ 156,017	\$ 193,415

EDC 4B Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Starting Net Position	\$ 406,525	\$ 561,248	\$ 713,274	\$ 805,708	\$ 814,202	\$ 95,030	\$ 302,950
Revenue							
Sales Tax - General	\$ 400,621	\$ 426,862	\$ 449,003	\$ 453,356	\$ 453,356	\$ 486,224	\$ 500,789
NTX Magazine Revenue	-	-	-	-	-	-	-
Interest Income	1,289	3,918	8,298	2,000	2,000	4,000	4,000
Total Revenue	\$ 401,910	\$ 430,779	\$ 457,301	\$ 455,356	\$ 455,356	\$ 490,224	\$ 504,789
Expenses							
Professional Outside Services	\$ -	\$ 2,000	\$ 1,500	\$ 1,470	\$ 1,116	\$ 4,000	\$ 4,000
Auditing	1,000	1,000	1,000	2,000	2,000	4,000	4,000
Advertising	95	480	377	4,000	4,080	35,000	38,060
Printing	-	-	-	200	34	200	200
Schools & Training	345	-	350	1,000	1,000	1,000	1,000
Dues & Membership	-	2,500	-	1,150	1,200	1,200	1,200
Travel & Per Diem	30	-	-	422	-	750	750
Office Supplies	-	30	-	200	225	200	200
Miscellaneous Expense	2,500	3,535	2,500	3,000	2,500	4,000	4,000
EDC Projects	3,500	17,018	106,950	416,560	261,010	-	-
Incentive Programs	140,773	140,773	140,773	205,773	696,940	-	-
Transfer to General Fund	-	-	-	-	-	30,000	30,000
Transfer to Debt Service	-	-	-	204,023	204,023	201,555	203,668
Bond Principal	-	-	-	-	-	-	-
Bond Interest	98,745	111,018	102,723	-	-	-	-
Debt Issue Cost	-	-	-	-	-	-	-
Paying Agent Fees	200	400	200	400	400	400	400
Total Expenses	\$ 247,188	\$ 278,753	\$ 356,373	\$ 840,198	\$ 1,174,528	\$ 282,305	\$ 287,478
Net Increase (Decrease)	\$ 154,722	\$ 152,026	\$ 100,928	\$ (384,842)	\$ (719,172)	\$ 207,919	\$ 217,311
Ending Net Position	\$ 561,248	\$ 713,274	\$ 814,202	\$ 420,866	\$ 95,030	\$ 302,950	\$ 520,262

Street Maintenance Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 65,306	\$ (5,017)	\$ 92,856	\$ 96,706	\$ 96,706	\$ 100,787	\$ 121,788
Revenue							
Sales Tax	\$ 200,310	\$ 213,431	\$ 224,501	\$ 226,678	\$ 226,678	\$ 243,112	\$ 250,395
Interest Income	30	35	10	-	-	-	-
Total Revenue	\$ 200,340	\$ 213,466	\$ 224,512	\$ 226,678	\$ 226,678	\$ 243,112	\$ 250,395
Expenditures							
Personnel							
Salaries	\$ 23,249	\$ 17,391	\$ 55,188	\$ 58,186	\$ 62,376	\$ 62,300	\$ 64,481
Overtime	-	470	1,042	-	-	-	-
Longevity	-	145	1,158	1,106	1,116	1,220	1,263
Stipend	540	300	-	-	-	-	-
Retirement	3,088	2,391	7,066	7,739	8,394	8,261	8,550
Medical Insurance	5,363	3,646	7,600	5,795	7,982	5,702	5,901
Dental Insurance	507	271	600	725	620	783	811
Vision Insurance	96	31	72	73	75	76	79
Life Insurance & Other	234	130	360	426	384	456	472
Social Security Taxes	1,273	1,065	3,385	3,676	4,101	3,938	4,076
Medicare Taxes	298	249	792	860	953	921	953
Unemployment Taxes	122	(12)	225	239	24	239	248
Workers' Compensation	1,162	1,793	2,678	3,532	1,272	2,914	3,016
Pre-employment Physicals/Testing	-	-	-	-	-	-	-
Total Personnel	\$ 35,931	\$ 27,871	\$ 80,166	\$ 82,357	\$ 87,297	\$ 86,811	\$ 89,850
Services & Supplies							
Water	\$ -	\$ -	-	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Communications/Pagers/Mobiles	-	15	60	-	-	-	-
Vehicle Maintenance	3,218	3,102	3,530	3,235	3,500	3,500	4,200
Equipment Maintenance	-	-	-	-	300	300	300
Street Maintenance	149,493	28,420	123,055	100,000	100,000	100,000	100,000
Signs & Markings	16,204	25,890	13,305	20,000	20,000	20,000	20,000
Fuel	4,871	5,237	4,273	7,500	7,500	7,500	7,875
Small Tools	737	58	789	2,000	2,000	2,000	2,000
Miscellaneous Expense	-	-	-	-	-	-	-
Total Service & Supplies	\$ 174,523	\$ 62,723	\$ 145,014	\$ 134,735	\$ 135,300	\$ 135,300	\$ 136,375
Capital							
Vehicles	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -
Capital Replacement	-	-	-	-	-	-	-
Capital Outlay	\$ 35,208	-	-	-	\$ -	\$ -	\$ -
Total Capital	\$ 35,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 245,662	\$ 90,594	\$ 225,179	\$ 217,092	\$ 222,597	\$ 222,111	\$ 226,225
Other Sources (Uses)							
Transfer To Debt Service	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ -	\$ -	\$ -	\$ -
Transfer To Storm Drainage	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
Transfer Out	(25,000)	(25,000)	(25,000)	-	-	-	-
Total Sources Other (Uses)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ -	\$ -	\$ -	\$ -
Net Increase (Decreases)	\$ (70,322)	\$ 97,872	\$ (25,668)	\$ 9,586	\$ 4,081	\$ 21,001	\$ 24,170

Storm Drainage Utility	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Working Capital	\$ 234,000	\$ 242,387	\$ 330,449	\$ 415,781	\$ 415,781	\$ 449,766	\$ 544,933
Revenue							
Storm Drainage Fee	\$ 420,665	\$ 418,158	\$ 425,018	\$ 432,754	\$ 432,754	\$ 424,200	\$ 428,442
Hazardous Waste Stipend	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-
Interest Income	914	2,086	7,245	500	-	-	-
Total Revenue	\$ 421,579	\$ 420,244	\$ 432,263	\$ 433,254	\$ 432,754	\$ 424,200	\$ 428,442
Expenses							
Personnel Services							
Salaries	\$ 22,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	-	-	-	-	-	-	-
Longevity	65	-	-	-	-	-	-
Stipend	188	-	-	-	-	-	-
Retirement	2,989	-	-	-	-	-	-
Medical Insurance	1,036	-	-	-	-	-	-
Dental Insurance	104	-	-	-	-	-	-
Vision Insurance	20	-	-	-	-	-	-
Life Insurance & Other	151	-	-	-	-	-	-
Social Security Taxes	1,412	-	-	-	-	-	-
Medicare Taxes	330	-	-	-	-	-	-
Unemployment Taxes	43	-	-	-	-	-	-
Workers' Compensation	108	-	-	-	-	-	-
Total Personnel	\$ 29,436	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Supplies							
Professional Outside Services	\$ 36,685	\$ 20,358	\$ 23,855	\$ 58,400	\$ 93,400	\$ 29,400	\$ 30,400
Engineering/Construction	20,922	3,896	18,244	30,000	30,000	30,000	30,000
Trash Removal/Recycling	2,115	1,739	3,008	3,000	3,000	2,000	2,000
Street Sweeping	6,344	3,544	3,697	7,637	4,500	4,500	4,500
Independent Labor	9,897	12,521	6,369	53,820	20,000	20,000	20,000
Dues & Membership	100	100	110	200	200	200	200
Fuel	-	-	-	-	-	-	-
Miscellaneous Expense	-	-	-	-	-	-	-
Depreciation Expense	43,460	51,083	51,083	-	-	-	-
Total Services & Supplies	\$ 119,523	\$ 93,241	\$ 106,366	\$ 153,057	\$ 151,100	\$ 86,100	\$ 87,100
Capital							
Capital Replacement	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expense	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-
Transfer to Drainage Capital Projects	36,488	-	-	-	-	-	-
Total Capital	\$ 36,488	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service							
Principal	\$ 140,000	\$ 145,000	\$ 150,000	\$ 155,000	\$ 155,000	\$ 155,000	\$ 160,000
Interest	25,540	27,054	23,356	24,275	24,275	20,400	16,463
Total Debt Service	\$ 165,540	\$ 172,054	\$ 173,356	\$ 179,275	\$ 179,275	\$ 175,400	\$ 176,463
Total Expenses	\$ 350,987	\$ 265,295	\$ 279,722	\$ 332,332	\$ 330,375	\$ 261,500	\$ 263,563
Other Sources (Uses)							
Cumulative effect on change in account	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -
Transfer In	-	-	-	-	-	-	-
Transfer to General Fund	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (40,000)
Transfer To Debt Service	(22,206)	(26,887)	(27,209)	(26,937)	(2,693,680)	(27,533)	(27,006)
Transfer Out	\$ (62,206)	\$ (66,887)	\$ (67,209)	\$ (66,937)	\$ (2,733,680)	\$ (67,533)	\$ (67,006)
Total Other Sources	\$ (62,206)	\$ (66,887)	\$ (67,209)	\$ (66,937)	\$ (2,733,680)	\$ (67,533)	\$ (67,006)
Net Increase (Decrease)	\$ 8,386	\$ 88,062	\$ 85,332	\$ 33,985	\$ (2,631,301)	\$ 95,167	\$ 97,874
Ending Working Capital	\$ 242,387	\$ 330,449	\$ 415,781	\$ 449,766	\$ (2,215,520)	\$ 544,933	\$ 642,807

Trophy Club Park Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Working Capital	\$ (52,106)	\$ (62,055)	\$ (20,169)	\$ 112,991	\$ 112,991	\$ 117,036	\$ 104,782
Revenue							
Park Revenue	\$ 46,270	\$ 178,362	\$ 167,304	\$ 175,000	\$ 120,000	\$ 160,000	\$ 160,000
Interest Income	-	1	13	-	-	-	-
Miscellaneous Revenue	61,106	-	94,521	-	-	-	-
Total Revenue	\$ 107,376	\$ 178,363	\$ 261,838	\$ 175,000	\$ 120,000	\$ 160,000	\$ 160,000
Expenses							
Personnel							
Salaries	\$ 37,622	\$ 14,807	\$ 19,360	\$ 48,584	\$ 41,687	\$ 49,282	\$ 51,007
Longevity	204	-	-	-	-	-	-
Stipend	300	-	-	-	-	-	-
Retirement	3,386	-	487	2,985	2,939	3,109	3,218
Medical Insurance	2,780	-	521	2,825	2,575	2,789	2,886
Dental Insurance	216	-	39	222	179	-	-
Vision Insurance	30	-	5	24	24	-	-
Life Insurance & Other	211	-	26	167	112	172	178
Social Security Taxes	2,250	857	1,147	3,020	2,407	3,056	3,162
Medicare Taxes	526	215	268	706	565	715	740
Unemployment taxes	229	87	216	245	113	231	239
Workers' Compensation	926	409	391	1,167	426	1,009	1,045
Pre-Employment Physicals/Testing	-	-	-	-	-	-	-
Total Personnel	\$ 48,680	\$ 16,374	\$ 22,461	\$ 59,945	\$ 51,027	\$ 60,363	\$ 62,475
Services & Supplies							
Professional Outside Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing	1,000	1,000	1,000	2,000	2,000	-	-
Software & Support	8,041	3,276	4,339	4,255	3,835	3,815	3,929
Advertising	638	810	484	1,900	313	1,900	1,900
Printing	-	150	-	3,080	600	600	1,820
Schools & Training	-	304	-	-	-	-	-
Service Charges & Fees	7,120	13,577	13,068	9,680	9,000	10,000	10,000
Electricity	2,060	1,777	1,244	2,046	2,046	2,148	2,256
Water	3,088	5,346	4,105	4,680	4,680	4,914	5,160
Telephone	2,183	2,283	-	-	-	-	-
Communications/Pagers/Mobiles	1,734	453	2,832	933	958	958	958
Insurance	1,200	1,211	1,200	1,200	1,200	-	-
Property Maintenance	4,138	17,188	6,700	10,000	15,000	17,000	17,510
Equipment Maintenance	1,442	1,827	2,623	3,750	3,750	3,750	3,862
Independent Labor	10,508	29,662	19,546	28,600	28,600	28,600	29,458
Portable toilets	3,193	3,848	6,796	4,250	4,250	4,250	4,377
Dues & Membership	-	-	-	140	140	140	144
Travel & Per Diem	324	-	-	-	-	-	-
Office Supplies	312	85	-	1,075	1,107	1,107	1,140
Postage	94	-	-	336	346	346	356
Fuel	215	10	-	1,170	1,193	990	1,040
Uniforms	356	201	-	415	430	423	424
Community Events	4,391	7,646	4,847	9,700	9,700	9,700	9,991
Small Tools	177	141	-	300	520	500	503
Furniture/Equipment<\$5,000	5,997	3,774	-	800	1,000	-	-
Maintenance Supplies	23	151	48	400	545	450	464
Miscellaneous Expense	-	2,997	-	300	4,376	300	309
Depreciation Expense - Machinery a	2,411	2,387	2,387	-	-	-	-
Total Services & Supplies	\$ 60,645	\$ 100,103	\$ 71,218	\$ 91,010	\$ 95,589	\$ 91,891	\$ 95,601
Total Expenses	\$ 109,325	\$ 116,477	\$ 108,678	\$ 150,955	\$ 152,254	\$ 152,254	\$ 158,076
Other Sources (Uses)							
Park Administration Transfer	\$ (8,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)
Police and EMS Service Transfer	-	-	-	-	-	-	-
Transfer Out	\$ (8,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)
Total Other Sources (Uses)	\$ (8,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)
Net Increase (Decrease)	\$ (9,949)	\$ 41,886	\$ 133,159	\$ 4,045	\$ 100,000	\$ (12,254)	\$ (18,076)

Hotel Occupancy Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 475,748	\$ 564,363	\$ 399,883	\$ 681,413	\$ 790,686	\$ 1,101,213	\$ 1,461,013
Revenue							
Hotel Occupancy Tax	\$ 302,374	\$ 487,489	\$ 619,506	\$ 600,000	\$ 600,000	\$ 550,000	\$ 550,000
July 4th Revenue	3,310	12,733	10,503	-	-	7,500	7,500
Interest Income	763	5,407	9,296	5,000	5,000	5,000	5,000
Total Revenue	\$ 306,447	\$ 505,629	\$ 639,305	\$ 605,000	\$ 605,000	\$ 562,500	\$ 562,500
Expenditures							
Personnel							
Salaries	\$ -	\$ 84,911	\$ 102,380	\$ -	\$ -	\$ -	\$ -
Overtime	-	5,118	-	20,000	20,000	20,000	21,000
Longevity	-	527	444	-	-	-	-
Stipend	-	938	-	-	-	-	-
Retirement	-	10,666	12,477	-	-	-	-
Medical insurance	-	6,373	7,952	-	-	-	-
Dental Insurance	-	394	724	-	-	-	-
Vision Insurance	-	53	89	-	-	-	-
Life Insurance & Other	-	449	536	-	-	-	-
Social Security Taxes	-	5,091	6,033	-	-	-	-
Medicare Taxes	-	1,182	1,411	-	-	-	-
Unemployment Taxes	-	67	445	-	-	-	-
Workers' Compensation	-	1,746	1,656	-	-	-	-
Pre-Employment Physicals/Testing	-	-	27	-	-	-	-
Total Personnel	\$ -	\$ 117,515	\$ 134,176	\$ 20,000	\$ 20,000	\$ 20,000	\$ 21,000
Services & Supplies							
Professional Outside Services	\$ -	\$ -	\$ 10,297	\$ -	\$ -	\$ -	\$ -
Auditing	-	-	-	2,000	2,000	3,000	3,000
Advertising	-	-	15,292	13,000	42,961	13,000	13,260
Service Charges & Fees	-	61	-	-	-	-	-
Printing	-	-	-	-	-	-	-
Communications/Pagers/Mobiles	-	1,306	421	-	-	-	-
Event Rentals	72,961	50,453	3,094	1,500	1,500	1,500	15,045
Dues & Membership	-	795	406	3,900	3,900	3,900	3,978
July 4 Celebration	-	24,000	84,816	94,800	130,072	111,300	114,883
Total Services & Supplies	\$ 72,961	\$ 76,615	\$ 114,327	\$ 115,200	\$ 180,433	\$ 132,700	\$ 150,166
Capital							
Capital Outlay	\$ 44,871	\$ 475,979	\$ -	\$ 50,000	\$ 33,335	\$ 50,000	\$ 50,000
Total Capital	\$ 44,871	\$ 475,979	\$ -	\$ 50,000	\$ 33,335	\$ 50,000	\$ 50,000
Total Expenditures	\$ 117,832	\$ 670,109	\$ 248,502	\$ 185,200	\$ 233,768	\$ 202,700	\$ 221,166
Other Sources (Uses)							
Transfer To General Fund	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -
Transfer To Future Capital Project Res	-	-	-	-	-	-	-
Transfer Out	\$ (100,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Sources (Uses)	\$ (100,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease)	\$ 88,615	\$ (164,480)	\$ 390,803	\$ 419,800	\$ 371,232	\$ 359,800	\$ 341,334
Ending Fund Balance	\$ 564,363	\$ 399,883	\$ 790,686	\$ 1,101,213	\$ 1,161,918	\$ 1,461,013	\$ 1,802,347

Court Technology Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 21,519	\$ 19,097	\$ 17,926	\$ 15,557	\$ 17,498	\$ 11,312	\$ 13,462
Revenue							
Municipal Court Technology Fee	\$ 3,481	\$ 3,429	\$ 5,009	\$ 4,200	\$ 2,800	\$ 2,800	\$ 2,800
Miscellaneous Revenue	-	-	-	-	-	-	-
Total Revenue	\$ 3,481	\$ 3,429	\$ 5,009	\$ 4,200	\$ 2,800	\$ 2,800	\$ 2,800
Expenditures							
Software & Support	\$ 5,904	\$ 4,600	\$ 4,672	\$ 6,945	-	-	-
Hardware	-	-	765	1,500	650	650	650
Total Expenditures	\$ 5,904	\$ 4,600	\$ 5,437	\$ 8,445	\$ 650	\$ 650	\$ 650
Net Increase (Decrease)	\$ (2,423)	\$ (1,171)	\$ (427)	\$ (4,245)	\$ 2,150	\$ 2,150	\$ 2,150
Ending Fund Balance	\$ 19,097	\$ 17,926	\$ 17,498	\$ 11,312	\$ 19,648	\$ 13,462	\$ 15,612

Court Security Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 21,903	\$ 20,571	\$ 19,893	\$ 19,707	\$ 19,657	\$ 17,357	\$ 16,557
Revenue							
Municipal Court Security Fee	\$ 2,620	\$ 2,572	\$ 3,756	\$ 3,600	\$ 2,200	\$ 2,200	\$ 2,200
Total Revenue	\$ 2,620	\$ 2,572	\$ 3,756	\$ 3,600	\$ 2,200	\$ 2,200	\$ 2,200
Expenditures							
Schools and Training	\$ -	\$ 250	\$ 681	\$ 550	\$ 400	\$ 400	\$ 400
Small Equipment	952	-	-	-	-	-	-
Travel and Per Diem	-	-	311	600	1,100	1,100	1,100
Total Expenditures	\$ 952	\$ 250	\$ 992	\$ 1,150	\$ 1,500	\$ 1,500	\$ 1,500
Other Sources (Uses)							
Transfer In	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -
Transfer Out	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(1,500)	(1,500)
Total Other Sources (Uses)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (1,500)	\$ (1,500)
Net Increase (Decrease)	\$ (1,332)	\$ (678)	\$ (236)	\$ (550)	\$ (2,300)	\$ (800)	\$ (800)
Ending Fund Balance	\$ 20,571	\$ 19,893	\$ 19,657	\$ 19,157	\$ 17,357	\$ 16,557	\$ 15,757

TIRZ#1 Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ 10,273	\$ (379,235)	\$ (334,114)	\$ (593,324)	\$ (592,353)	\$ (540,670)	\$ (494,064)
Revenue							
Property Tax	\$ 10,492	\$ 46,083	\$ 80,316	\$ 81,458	\$ 75,479	\$ 83,902	\$ 86,419
Sales Tax	-	6,305	5,231	14,359	4,800	7,800	8,034
Total Revenue	\$ 10,492	\$ 52,389	\$ 85,547	\$ 95,817	\$ 80,279	\$ 91,702	\$ 94,453
Expenditures							
Professional Outside Services	\$ -	\$ -	\$ -	\$ 1,470	\$ 4,000	\$ 3,000	\$ 3,000
Incentive Programs	400,000	7,268	343,786	41,694	38,098	42,096	43,059
Total Expenditures	\$ 400,000	\$ 7,268	\$ 343,786	\$ 43,164	\$ 42,098	\$ 45,096	\$ 46,059
Net Increase (Decrease)	\$ (389,508)	\$ 45,121	\$ (258,239)	\$ 52,654	\$ 38,181	\$ 46,606	\$ 48,394
Ending Fund Balance	\$ (379,235)	\$ (334,114)	\$ (592,353)	\$ (540,670)	\$ (554,172)	\$ (494,064)	\$ (445,670)

Parkland Dedication Fund	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 470,270	\$ 470,270	\$ 270,270	\$ 108,270
Revenue							
Interest Income	\$ -	\$ -	\$ 6,555	\$ 500	\$ -	\$ -	\$ -
Miscellaneous Revenue			-	120,000	-	-	-
Park Revenues	-	-	500,000	-	-	-	-
Total Revenue	\$ -	\$ -	\$ 500,200	\$ 120,500	\$ -	\$ -	\$ -
Expenditures							
Capital Expenditures	\$ -	\$ -	\$ 39,130	\$ 400,000	\$ 200,000	\$ 162,000	\$ -
Total Expenditures	\$ -	\$ -	\$ 29,930	\$ 400,000	\$ 200,000	\$ 162,000	\$ -
Net Increase (Decrease)	\$ -	\$ -	\$ 470,270	\$ (279,500)	\$ (200,000)	\$ (162,000)	\$ -
Ending Fund Balance	\$ -	\$ -	\$ 470,270	\$ 190,770	\$ 270,270	\$ 108,270	\$ 108,270

Recreation Program Fund		FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATE	FY 2020 PROPOSED	FY 2021 PROJECTED
Beginning Fund Balance		\$ 3,395	\$ 2,269	\$ 7,307	\$ 3,655	\$ 3,655	\$ 3,655	\$ 3,655
Revenue								
Recreation Programs		\$ 10,398	\$ 13,715	\$ 5,113	\$ 8,500	\$ 6,000	\$ 6,000	\$ 6,000
Total Revenue		\$ 10,398	\$ 13,715	\$ 5,113	\$ 8,500	\$ 6,000	\$ 6,000	\$ 6,000
Expenditures								
Recreation Programs		\$ 11,523	\$ 8,677	\$ 8,765	\$ 8,500	\$ 6,083	\$ 6,000	\$ 4,584
Total Expenditures		\$ 11,523	\$ 8,677	\$ 8,765	\$ 8,500	\$ 6,083	\$ 6,000	\$ 4,584
Net Increase (Decrease)		\$ (1,125)	\$ 5,038	\$ (3,653)	\$ -	\$ (83)	\$ -	\$ 1,416
Ending Fund Balance		\$ 2,269	\$ 7,307	\$ 3,655	\$ 3,655	\$ 3,572	\$ 3,655	\$ 5,071

Legislation Details (With Text)

File #:	2019-354-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Consider and take appropriate action regarding a record vote on a not-to-exceed Fiscal Year 2020 Ad Valorem Tax Rate and to schedule two public hearings to meet Truth in Taxation requirements and/or as required by the Charter and related matters (W. Carroll).				
Attachments:	Staff Report - Fiscal Year 2020 Tax Rate.pdf 2019 Tax Rate Calculation Worksheet.pdf				

Date	Ver.	Action By	Action	Result
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Agenda Item No. 9:

Consider and take appropriate action regarding a record vote on a not-to-exceed Fiscal Year 2020 Ad Valorem Tax Rate and to schedule two public hearings to meet Truth in Taxation requirements and/or as required by the Charter and related matters (W. Carroll).



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Mayor and Town Council

From: Cheryl Davenport, Interim Director of Finance

CC: Wade Carroll, Interim Town Manager
Holly Fimbres, Town Secretary/RMO

Re: Ad Valorem Tax Not to Exceed Rate
Town Council Meeting, August 13, 2019

Agenda Item:

Consider and take appropriate action regarding a record vote on a not-to-exceed Fiscal Year 2020 Ad Valorem Tax Rate and to schedule two public hearings to meet Truth in Taxation requirements and/or as required by the Charter and related matters (W. Carroll).

Background and Explanation:

The proposed Fiscal Year 2020 budget includes an Ad Valorem Tax Rate of \$0.446442/\$100 of valuation. Of the \$0.446442/\$100 tax rate, \$0.336442/\$100 is for maintenance and operations and \$0.11/\$100 is to service the Town's debt requirements for the upcoming fiscal year. The effective tax rate for Fiscal Year 2020 is \$0.447184/\$100 and the rollback rate is \$0.473747/\$100. The proposed tax rate of \$0.446442/\$100 is below both the effective and rollback tax rates. A proposed tax rate above either the effective or rollback rates (whichever is lower) must be approved via a record vote and also triggers the requirement to hold two public hearings.

Legal Review:

Not applicable.

Board/Commission/ or Committee Recommendation:

Not applicable.

Staff Recommendation:

Staff recommends setting a Not to Exceed Rate of \$0.446442/\$100 Ad Valorem Tax Rate, which is below the effective tax rate.

Attachments:

- 2019 Tax Rate Calculation Worksheet

2019 Tax Rate Calculation Worksheet

TOWN OF TROPHY CLUB

Effective Tax Rate (No New Taxes) TOWN OF TROPHY CLUB

The effective tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the effective tax rate should decrease. The effective tax rate for a county is the sum of the effective tax rates calculated for each type of tax the county levies.

1.	2018 total taxable value. Enter the amount of 2018 taxable value on the 2018 tax roll today. Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in line 2) and the captured value for tax increment financing (will deduct taxes in line 14). ¹	\$2,083,924,408
2.	2018 tax ceilings. Counties, Cities and Junior College Districts. Enter 2018 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0" If your taxing units adopted the tax ceiling provision in 2018 or prior year for homeowners age 65 or older or disabled, use this step. ²	\$306,975,095
3.	Preliminary 2018 adjusted taxable value. Subtract line 2 from line 1.	\$1,776,949,313
4.	2018 total adopted tax rate.	\$0.446442/\$100
5.	2018 taxable value lost because court appeals of ARB decisions reduced 2018 appraised value. A. Original 2018 ARB values: \$58,458,344 B. 2018 values resulting from final court decisions: - \$52,450,653 C. 2018 value loss. Subtract B from A. ³	\$6,007,691
6.	2018 taxable value, adjusted for court-ordered reductions. Add line 3 and line 5C.	\$1,782,957,004
7.	2018 taxable value of property in territory the unit deannexed after January 1, 2018. Enter the 2018 value of property in deannexed territory. ⁴	\$0

1 Tex. Tax Code § 26.012(14)

2 Tex. Tax Code § 26.012(14)

3 Tex. Tax Code § 26.012(13)

4 Tex. Tax Code § 26.012(15)

2019 Tax Rate Calculation Worksheet (continued)

TOWN OF TROPHY CLUB

8.	2018 taxable value lost because property first qualified for an exemption in 2019. Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport or "goods-in-transit" exemptions. A. Absolute exemptions. Use 2018 market value: \$598,945 B. Partial exemptions. 2019 exemption amount or 2019 percentage exemption times 2018 value: + \$23,432,693 C. Value loss. Add A and B. ⁵	\$24,031,638
9.	2018 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2019. Use only those properties that first qualified in 2019; do not use properties that qualified in 2018. A. 2018 market value: \$0 B. 2019 productivity or special appraised value: - \$0 C. Value loss. Subtract B from A. ⁶	\$0
10.	Total adjustments for lost value. Add lines 7, 8C and 9C.	\$24,031,638
11.	2018 adjusted taxable value. Subtract line 10 from line 6.	\$1,758,925,366
12.	Adjusted 2018 taxes. Multiply line 4 by line 11 and divide by \$100.	\$7,852,581
13.	Taxes refunded for years preceding tax year 2018. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2018. Types of refunds include court decisions, Tax Code § 25.25(b) and (c) corrections and Tax Code § 31.11 payment errors. Do not include refunds for tax year 2018. This line applies only to tax years preceding tax year 2018. ⁷	\$7,848
14.	Taxes in tax increment financing (TIF) for tax year 2018. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2019 captured appraised value in Line 16D, enter "0". ⁸	\$14,226
15.	Adjusted 2018 taxes with refunds and TIF adjustment. Add lines 12 and 13, subtract line 14. ⁹	\$7,846,203
16.	Total 2019 taxable value on the 2019 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in line 18). These homesteads includes homeowners age 65 or older or disabled. ¹⁰ A. Certified values only: \$2,091,198,038 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$0	

5 Tex. Tax Code § 26.012(15)

6 Tex. Tax Code § 26.012(15)

7 Tex. Tax Code § 26.012(13)

8 Tex. Tax Code § 26.03(c)

9 Tex. Tax Code § 26.012(13)

2019 Tax Rate Calculation Worksheet (continued)

TOWN OF TROPHY CLUB

16. (cont.)	<p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$0</p> <p>D. Tax increment financing: Deduct the 2019 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2019 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in line 21 below.¹¹ - \$27,868,587</p> <p>E. Total 2019 value. Add A and B, then subtract C and D. \$2,063,329,451</p>	
17.	<p>Total value of properties under protest or not included on certified appraisal roll.¹²</p> <p>A. 2019 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.¹³ \$51,920,449</p> <p>B. 2019 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.¹⁴ + \$5,534,073</p>	

11 Tex. Tax Code § 26.03(c)

12 Tex. Tax Code § 26.01(c) and (d)

13 Tex. Tax Code § 26.04 and 26.041

14 Tex. Tax Code § 26.04 and 26.041

2019 Tax Rate Calculation Worksheet (continued)

TOWN OF TROPHY CLUB

17. (cont.)	C. Total value under protest or not certified. Add A and B.	\$57,454,522
18.	2019 tax ceilings. Counties, cities and junior colleges enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter "0". If your taxing units adopted the tax ceiling provision in 2018 or prior year for homeowners age 65 or older or disabled, use this step. ¹⁵	\$331,780,008
19.	2019 total taxable value. Add lines 16E and 17C. Subtract line 18.	\$1,789,003,965
20.	Total 2019 taxable value of properties in territory annexed after January 1, 2008. Include both real and personal property. Enter the 2019 value of property in territory annexed. ¹⁶	\$0
21.	Total 2019 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2018. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after January 1, 2018 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2019. ¹⁷	\$34,424,791
22.	Total adjustments to the 2019 taxable value. Add lines 20 and 21.	\$34,424,791
23.	2019 adjusted taxable value. Subtract line 22 from line 19.	\$1,754,579,174
24.	2019 effective tax rate. Divide line 15 by line 23 and multiply by \$100. ¹⁸	\$0.447184/\$100
25.	COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2019 county effective tax rate. ¹⁹	\$/\$100

15 Tex. Tax Code § 26.012(6)

16 Tex. Tax Code § 26.012(17)

17 Tex. Tax Code § 26.012(17)

18 Tex. Tax Code § 26.04(c)

19 Tex. Tax Code § 26.04(d)

Rollback Tax Rate TOWN OF TROPHY CLUB

The rollback tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O):** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus eight percent. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt:** The debt tax rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue

The rollback tax rate for a county is the sum of the rollback tax rates calculated for each type of tax the county levies. In most cases the rollback tax rate exceeds the effective tax rate, but occasionally decreases in a taxing unit's debt service will cause the effective tax rate to be higher than the rollback tax rate.

26.	2018 maintenance and operations (M&O) tax rate.	\$0.336442/\$100
27.	2018 adjusted taxable value. Enter the amount from line 11.	\$1,758,925,366
28.	2018 M&O taxes. A. Multiply line 26 by line 27 and divide by \$100. \$5,917,763 B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2018. Enter amount from full year's sales tax revenue spent for M&O in 2018 fiscal year, if any. Other units, enter "0." Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent. + \$0 C. Counties: Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units, enter "0." + \$0 D. Transferring function: If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units, enter "0." +/- \$0	

Rollback Tax Rate (continued) TOWN OF TROPHY CLUB

28. (cont.)	<p>E. Taxes refunded for years preceding tax year 2018: Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2018. This line applies only to tax years preceding tax year 2018. + \$5,954</p> <p>F. Enhanced indigent health care expenditures: Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance. + \$0</p> <p>G. Taxes in tax increment financing (TIF): Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2019 captured appraised value in Line 16D, enter "0." - \$14,226</p> <p>H. Adjusted M&O Taxes. Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G. \$5,909,491</p>	
29.	<p>2019 adjusted taxable value. Enter line 23 from the Effective Tax Rate Worksheet.</p>	\$1,754,579,174
30.	<p>2019 effective maintenance and operations rate. Divide line 28H by line 29 and multiply by \$100.</p>	\$0.336803/\$100
31.	<p>2019 rollback maintenance and operation rate. Multiply line 30 by 1.08.</p>	\$0.363747/\$100

Rollback Tax Rate (continued) TOWN OF TROPHY CLUB

32.	<p>Total 2019 debt to be paid with property taxes and additional sales tax revenue.</p> <p>"Debt" means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year and</p> <p>(4) are not classified in the unit's budget as M&O expenses.</p> <p>A: Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments.</p> <p>Enter debt amount. \$2,712,489</p> <p>B: Subtract unencumbered fund amount used to reduce total debt. -\$288,810</p> <p>C: Subtract amount paid from other resources. -\$455,769</p> <p>D: Adjusted debt. Subtract B and C from A. \$1,967,910</p>	
33.	Certified 2018 excess debt collections. Enter the amount certified by the collector.	\$0
34.	Adjusted 2019 debt. Subtract line 33 from line 32D.	\$1,967,910
35.	Certified 2019 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.000000%
36.	2019 debt adjusted for collections. Divide line 34 by line 35.	\$1,967,910
37.	2019 total taxable value. Enter the amount on line 19.	\$1,789,003,965
38.	2019 debt tax rate. Divide line 36 by line 37 and multiply by \$100.	\$0.110000/\$100
39.	2019 rollback tax rate. Add lines 31 and 38.	\$0.473747/\$100
40.	COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2019 county rollback tax rate.	\$/\$100

Total Tax Rate

Indicate the applicable total tax rates as calculated above.

Effective Tax Rate (Line 24; line 25 for counties; or line 46 if adjusted for sales tax)	\$0.447184
Rollback Tax Rate (Line 39; line 40 for counties; or line 48 if adjusted for sales tax)	\$0.473747
Rollback Tax Rate Adjusted for Pollution Control (Line 52)	\$0/\$100

Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit.

Print Here

Printed Name of Taxing Unit Representative

Sign Here

Taxing Unit Representative

Date

**2019 Notice of Effective Tax Rate
Worksheet for Calculation of Tax Increase/Decrease**

Entity Name: TOWN OF TROPHY CLUB

Date: 08/08/2019

1. 2018 taxable value, adjusted for court-ordered reductions. Enter line 6 of the Effective Tax Rate Worksheet.	\$1,782,957,004
2. 2018 total tax rate. Enter line 4 of the Effective Tax Rate Worksheet.	0.446442
3. Taxes refunded for years preceding tax year 2018. Enter line 13 of the Effective Tax Rate Worksheet.	\$7,848
4. Last year's levy. Multiply Line 1 times Line 2 and divide by 100. To the result, add Line 3.	\$7,967,717
5. 2019 total taxable value. Enter Line 18 of the Effective Tax Rate Worksheet.	\$1,789,003,965
6. 2019 effective tax rate. Enter line 23 of the Effective Tax Rate Worksheet or Line 46 of the Additional Sales Tax Rate Worksheet.	0.447184
7. 2019 taxes if a tax rate equal to the effective tax rate is adopted. Multiply Line 5 times Line 6 and divide by 100.	\$8,000,139
8. Last year's total levy. Sum of line 4 for all funds.	\$7,967,717
9. 2019 total taxes if a tax rate equal to the effective tax rate is adopted. Sum of line 7 for all funds.	\$8,000,139
10. Tax Increase (Decrease). Subtract Line 8 from Line 9.	\$32,422

TOWN OF TROPHY CLUB

Tax Rate Recap for 2019 Tax Rates

Description of Rate	Tax Rate Per \$100	Tax Levy This is calculated using the Total Adjusted Taxable Value (line 19) of the Effective Tax Rate Worksheet	Additional Tax Levy Compared to <u>last year's tax</u> <u>levy</u> of 9,303,514	Additional Tax Levy Compared to <u>effective tax</u> <u>rate levy</u> of 8,000,139
Last Year's Tax Rate	0.446442	\$7,986,865	\$-1,316,649	\$-13,274
Effective Tax Rate	0.447184	\$8,000,139	\$-1,303,374	\$0
Notice & Hearing Limit*	0.447184	\$8,000,139	\$-1,303,374	\$0
Rollback Tax Rate	0.473747	\$8,475,353	\$-828,161	\$475,213
Proposed Tax Rate	0.000000	\$0	\$-9,303,514	\$-8,000,139

Effective Tax Rate Increase in Cents per \$100

0.00	0.447184	8,000,139	-1,303,374	0
0.50	0.452184	8,089,590	-1,213,924	89,450
1.00	0.457184	8,179,040	-1,124,474	178,900
1.50	0.462184	8,268,490	-1,035,024	268,351
2.00	0.467184	8,357,940	-945,574	357,801
2.50	0.472184	8,447,390	-856,123	447,251
3.00	0.477184	8,536,841	-766,673	536,701
3.50	0.482184	8,626,291	-677,223	626,151
4.00	0.487184	8,715,741	-587,773	715,602
4.50	0.492184	8,805,191	-498,323	805,052
5.00	0.497184	8,894,641	-408,872	894,502
5.50	0.502184	8,984,092	-319,422	983,952
6.00	0.507184	9,073,542	-229,972	1,073,402
6.50	0.512184	9,162,992	-140,522	1,162,853
7.00	0.517184	9,252,442	-51,072	1,252,303
7.50	0.522184	9,341,892	38,379	1,341,753
8.00	0.527184	9,431,343	127,829	1,431,203
8.50	0.532184	9,520,793	217,279	1,520,653
9.00	0.537184	9,610,243	306,729	1,610,104
9.50	0.542184	9,699,693	396,179	1,699,554
10.00	0.547184	9,789,143	485,630	1,789,004
10.50	0.552184	9,878,594	575,080	1,878,454
11.00	0.557184	9,968,044	664,530	1,967,904
11.50	0.562184	10,057,494	753,980	2,057,355
12.00	0.567184	10,146,944	843,430	2,146,805
12.50	0.572184	10,236,394	932,881	2,236,255
13.00	0.577184	10,325,845	1,022,331	2,325,705
13.50	0.582184	10,415,295	1,111,781	2,415,155
14.00	0.587184	10,504,745	1,201,231	2,504,606
14.50	0.592184	10,594,195	1,290,681	2,594,056

- *Notice & Hearing Limit Rate: This is the highest tax rate that may be adopted without notices and a public hearing. It is the lower of the rollback tax rate or the effective tax rate.
- School Districts: The school tax rate limit is \$1.50 for M&O, plus \$0.50 for 'New' debt plus a rate for 'Old' debt. 'Old' debt is debt authorized to be issued at an election held on or before April 1, 1991, and issued before September 1, 1992. All other debt is 'New' debt.

Tax Levy: This is calculated by taking the adjusted taxable value (line 19 of Effective Tax Rate Worksheet), multiplying by the appropriate rate, such as the Effective Tax Rate and dividing by 100.

For School Districts: This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the appropriate rate, dividing by 100 and then adding this year's frozen tax levy on homesteads of the elderly.

Additional Levy Last Year: This is calculated by taking Last Year's taxable value (line 3 of Effective Tax Rate Worksheet), multiplying by Last Year's tax rate (line 4 of Effective Tax Rate Worksheet) and dividing by 100.

For School Districts: This is calculated by taking Last Year's taxable value, subtracting Last Year's taxable value for the elderly, multiplying by Last Year's tax rate, dividing by 100 and adding Last Year's tax ceiling.

Additional Levy This Year: This is calculated by taking the current adjusted taxable value, multiplying by the Effective Tax Rate and dividing by 100.

For School Districts: This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the Effective Tax Rate, dividing by 100 and adding This Year's tax ceiling.

COUNTIES ONLY: All figures in this worksheet include ALL County Funds. Tax Levy amounts are the sum of each Fund's Taxable Value X each Fund's Tax Rate.

2019 Property Tax Rates in TOWN OF TROPHY CLUB

This notice concerns 2019 property tax rates for TOWN OF TROPHY CLUB . It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$5,917,764
Last year's debt taxes	\$1,934,818
Last year's total taxes	\$7,852,582
Last year's tax base	\$1,758,925,366
Last year's total tax rate	0.446442/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$7,846,203
÷ This year's adjusted tax base (after subtracting value of new property)	\$1,754,579,174
= This year's effective tax rate	0.447184/\$100

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate and/or enhanced indigent health care expenditures)	\$5,909,491
÷ This year's adjusted tax base	\$1,754,579,174
= This year's effective operating rate	0.336803/\$100
× 1.08 = this year's maximum operating rate	0.363747/\$100
+ This year's debt rate	0.110000/\$100
= This year's rollback rate	0.473747/\$100

Statement of Increase/Decrease

If TOWN OF TROPHY CLUB adopts a 2019 tax rate equal to the effective tax rate of 0.447184 per \$100 of value, taxes would increase compared to 2018 taxes by \$ 32,422.

Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
GENERAL FUND	5,551,378
DEBT SERVICE FUND	438,532

Schedule B: 2019 Debt Service:

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
2004 CO	33,000	7,933	0	40,933
2010 GO	240,000	133,306	0	373,306
2010 GO REFUNDING	195,000	22,250	0	217,250
2013 CO	240,000	46,250	0	286,250
2014 CO	110,000	64,587	0	174,587
2015 GO REFUNDING	220,000	30,302	0	250,302
2015 TAX REVENUE BONDS EDC	105,000	96,555	0	201,555
2016 GO	215,000	117,125	0	332,125
2016 CO	175,000	104,706	0	279,706
2017 CO	445,000	111,475	0	556,475
Total required for 2019 debt service				\$2,712,489
- Amount (if any) paid from funds listed in Schedule A				\$288,810
- Amount (if any) paid from other resources				\$455,769
- Excess collections last year				\$0
= Total to be paid from taxes in 2019				\$1,967,910
+ Amount added in anticipation that the unit will collect only 100.000000% of its taxes in 2019				\$0
= Total Debt Levy				\$1,967,910

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at .
Name of person preparing this notice:
Title:
Date prepared:

Legislation Details (With Text)

File #:	2019-355-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	Discussion of items for Future Agendas to include agenda items for consideration on the August 27, 2019 Council agenda and items from the Town Council Future Agenda Items list (W. Carroll).				
Attachments:	August 27, 2019 Proposed Council Meeting Agenda.pdf Town Council Future Agenda Items List updated 08-08-2019.pdf				
Date	Ver.	Action By	Action		Result

Agenda Item No. 10:

Discussion of items for Future Agendas to include agenda items for consideration on the August 27, 2019 Council agenda and items from the Town Council Future Agenda Items list (W. Carroll).

Meeting Date: August 27, 2019

Regular Session Start Time 7:00 p.m.

Meeting Date: August 27, 2019 Regular Session Start Time 7:00 p.m.							
No.	Announcements & Reports						
1	Receive Interim Town Manager Carroll's update and provide input regarding the following (W. Carroll):						Town Mgr
	Early Voting						
	Pet Fest						
2	Receive Town Council Liaison update; discussion of same (W. Carroll):						Town Sec
	*Parks and Recreation Board, August 19, 2019						
	Council Liaison – Council Member Michael Geraci						
No.	Consent	STAFF RPT	RES	ORD	PROC	File ID	Dept
3	Consider and take appropriate action regarding the Town Council Regular Session Minutes dated July 23, 2019 (W. Carroll).						Town Sec
4	Consider and take appropriate action regarding the Town Council Joint Session Minutes dated July 29, 2019 (W. Carroll).						Town Sec
5	Consider and take appropriate action regarding the Town Council Regular Session Minutes dated August 13, 2019 (W. Carroll).						Town Sec
6	Consider and take appropriate action regarding the financial and variance report dated May 2019 (W. Carroll).						Finance
7	Consider and take appropriate action regarding the financial and variance report dated June 2019 (W. Carroll).						Finance
8	Consider and take appropriate action regarding the Third Quarter Investment Report for Fiscal Year 2019 (W. Carroll).						Finance
No.	Public Hearing	STAFF RPT	RES	ORD	PROC	File ID	Dept
9	Conduct a Public Hearing regarding the proposed fiscal year October 1, 2019 to September 30, 2020 budget pursuant to Section 9.05 of the Town Charter; making appropriations and providing for expenditures (W. Carroll).						Finance
10	Conduct the First Public Hearing regarding the proposed tax rate for fiscal year October 1, 2019 to September 30, 2020, and Mayor to announce the date, time and place of the vote on the tax rate (W. Carroll).						Finance
No.	Regular Session	STAFF RPT	RES	ORD	PROC	File ID	Dept
11	Case RP-19-001 (Section 1, Lots 12R-1 & 12R-2)						Com Dev
A)	Continue a Public Hearing regarding a request for a replat for the purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive (W. Carroll).						
B)	Consider and take appropriate action regarding a request for a replat for the purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive (W. Carroll).						

12	Consider and take appropriate action regarding the approval or rejection of the Trophy Club Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2020 submitted to the Town Council by the CCPD Board (W. Carroll).						Finance
13	Receive a presentation from Town Staff regarding the Fiscal Year 2020 Budget and provide appropriate direction (W. Carroll).						Finance
No.	Upcoming Agenda & Council Future Agenda Items List Update	STAFF RPT	RES	ORD	PROC	File ID	Dept
14	Discussion of items for Future Agendas to include agenda items for consideration on the September 10, 2019 Council agenda and items from the Town Council Future Agenda Items list (W. Carroll).						Town Sec
A)	Item No. 5 from Future Agenda Items list - Discussion of and take appropriate action to have the Interim Town Manager prioritize an investigation of the use of turf fields at Independence Park along with a cost benefit analysis & review offering a payback program between the Town and TCR Youth Baseball Association. (Geraci & Shoffner 5/28/2019) (1-August 27, 2019)						Parks
No.	Executive Session	STAFF RPT	RES	ORD	PROC	File ID	Dept
15	Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:						Town Sec
A)	Section 551.071 Consultation with Attorney under Subsection (2) to consult with the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, specifically:						
	House Bill 944						
B)	Section 551.072 Deliberation regarding Real Property to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person:						
	North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Pro Tem Jensen and Council Member Shoffner)						
C)	Section 551.074 Personnel Matters under Subsection (1) to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:						
1)	Town Manager position (W. Carroll)						
2)	Crime Control and Prevention District Board (W. Carroll)						
No.	Regular Session	STAFF RPT	RES	ORD	PROC	File ID	Dept
16	Consider and take appropriate action regarding repealing Resolution No. 2018-12 and adopting a new Resolution making annual appointments and reaffirming existing appointments to the Crime Control and Prevention District Board, and providing an effective date (W. Carroll).						Town Sec
17	Consider and take appropriate action regarding the Executive Session (W. Carroll).						Town Sec

Town Council Future Agenda Items List

(Updated 08/08/2019)

1. **Review negotiating with the Trophy Club Municipal Utility District No. 1 to transfer the title for the land that the Annex Building is built on and the maintenance building by the Wastewater Treatment Plant.** (Lamont 11/10/2015) (1-February 9, 2016) (2-May 10, 2016) (3-August 9, 2016) (4-November 8, 2016) (5-February 14, 2017) (6-May 23, 2017) (7-May 22, 2018) (8-August 28, 2018) (9-December 11, 2018) (10-April 9, 2019) (11-July 23, 2019) (12-October 22, 2019)
1/12/2016 – At the January 12, 2016 Council meeting, Council made TCMUD No. 1 an offer regarding the Annex Building.
5/10/2016 - Town Manager Seidel advised that Town Staff are continuing to work on this item.
8/9/2016 - Mayor Sanders advised that several items have taken precedence and that this item can remain on the list until the applicable time to deal with it.
9/19/2016 – This item was scheduled to be placed on a future Joint Meeting agenda, tentatively for January 2017, with the TCMUD No. 1 Board of Directors.
11/8/2016 – Council consensus was to leave this item on the Future Agenda Items list.
2/20/2017 – Council moved this item to be discussed during the February 25, 2017 Council Retreat.
3/28/2017 – Mayor Sanders added the maintenance building by the Wastewater Treatment Plant to this item.
5/23/2017 - Mayor Sanders advised that his intent was that the Annex Building would be utilized for Town storage after Staff relocated into the new Town Hall facility.
5/22/2018 – Direction was given to place the above items on the Joint Session agenda between Council and the TCMUD No. 1 Board of Directors that would occur in July 2018.
8/28/2018 – There was no new update to provide.
12/11/2018 – Town Manager Class provided an update during Executive Session.
4/9/2019 – Town Manager Class provided an update during Executive Session.
7/23/2019 – *Interim Town Manager Carroll provided an update during Executive Session.*
2. **Receive an update from Town Staff regarding Entryway Monumentation and Landscaping for the Town of Trophy Club.** (Sanders 2/27/2018) (1-May 22, 2018) (2-August 28, 2018) (3-December 11, 2018) (4-March 26, 2019) (5-June 25, 2019) (6-July 23, 2019) (7-October 22, 2019)
5/22/2018 – Town Planner Payne provided an update regarding Entryway Monument signs, Wayfinding signs, and Parks signs. Council gave direction to bring back a plan for repairing and updating Parks monument signs and a plan for standardizing trailhead signs.
8/28/2018 – Town Planner Payne presented an update regarding Park signage. Council provided feedback on the design for Park signage.
12/11/2018 – Town Planner Payne provided an update and Council directed Staff to move forward with preparing an RFP for Parks signage with Town logos and without Town logos.
3/26/2019 – Town Planner Payne provided an update regarding entryway monumentation and wayfinding signage. Council directed Staff to move forward with entryway monumentation.
6/25/2019 – Town Planner Payne provided an update regarding entryway monumentation and Park signage. Council directed Staff to bring the item back for direction to allow the entire Council to be present.

7/23/2019 – Town Planner Payne provided an update regarding entryway monumentation and Park signage.

3. Discussion of and possible action between the Town and EDC 4B regarding long range planning to use the parcel between Bread Winners and Trophy Club Town Hall. (Sanders 7/24/2018) (1-October 23, 2018) (2-April 9, 2019) (3-July 23, 2019) (4-October 22, 2019) 10/23/2018 – Council recommended giving the liaison direction during the Executive Session and that information could be provided to the EDC 4B through the liaison without a joint meeting.
4/9/2019 – Town Manager Class provided an update during Executive Session.
7/23/2019 – Interim Town Manager Carroll provided an update during Executive Session.
4. Discussion of the creation of a Charter Review Commission in accordance with Section 11.15 of the Town Charter, the Council shall appoint a Charter Review Commission at intervals of not more than seven (7) years. (Jensen 4/23/2019) (1-July 23, 2019) (2-October 22, 2019)
7/23/2019 – Town Secretary Fimbres advised that only two applications had been received.
5. Discussion of and take appropriate action to have the Interim Town Manager prioritize an investigation of the use of turf fields at Independence Park along with a cost benefit analysis & review offering a payback program between the Town and TCR Youth Baseball Association. (Geraci & Shoffner 5/28/2019) (1-August 27, 2019)
6. Discussion of and take appropriate action regarding drainage issues in Town. (Shoffner 6/11/2019) (1-September 10, 2019)

Legislation Details (With Text)

File #:	2019-356-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Executive Session	
File created:	7/23/2019	In control:		Town Council	
On agenda:	8/13/2019	Final action:			
Title:	<p>Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:</p> <p>A) Section 551.071 Consultation with Attorney under Subsection (2) to consult with the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, specifically:</p> <ol style="list-style-type: none"> 1) Cause No. 19-6232-393 John Artuso v. Town of Trophy Club (W. Carroll) 2) Contract Issues, Procedures, and Enforcement (W. Carroll) <p>B) Section 551.072 Deliberation regarding Real Property to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person:</p> <p>North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Pro Tem Jensen and Council Member Shoffner)</p> <p>C) Section 551.074 Personnel Matters under Subsection (1) to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:</p> <p>Town Manager position (W. Carroll)</p>				

Attachments:

Date	Ver.	Action By	Action	Result
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Agenda Item No. 11:

Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council will convene into executive session to discuss the following:

- A) Section 551.071 Consultation with Attorney under Subsection (2) to consult with the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, specifically:
- 1) Cause No. 19-6232-393 John Artuso v. Town of Trophy Club (W. Carroll)
 - 2) Contract Issues, Procedures, and Enforcement (W. Carroll)
- B) Section 551.072 Deliberation regarding Real Property to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person:

North of State Highway 114, east of Trophy Club Drive and west of Town limits (Mayor Pro Tem Jensen and Council Member Shoffner)

- C) Section 551.074 Personnel Matters under Subsection (1) to discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:

Town Manager position (W. Carroll)

Legislation Details (With Text)

File #: 2019-357-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/23/2019 **In control:** Town Council
On agenda: 8/13/2019 **Final action:**
Title: Consider and take appropriate action regarding the Executive Session (W. Carroll).
Attachments:

Date	Ver.	Action By	Action	Result
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Agenda Item No. 12:

Consider and take appropriate action regarding the Executive Session (W. Carroll).