



# CITY COUNCIL AGENDA

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**NOTICE IS GIVEN THAT THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS, WILL MEET IN A SPECIAL CALLED MEETING AT 5:30 P.M. ON TUESDAY, AUGUST 25, 2015, AT THE CITY HALL, 601 SOUTH 1<sup>ST</sup> STREET FOR THE PURPOSE OF CONSIDERING AND TAKING OFFICIAL ACTION ON THE FOLLOWING ITEMS:**

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1. **CALL TO ORDER:**
2. **INVOCATION:**
3. **CONSENT AGENDA:** All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.
  - a. **APPROVAL OF THE MINUTES:** Approval of the minutes of the council meetings held August 18, 2015.
  - b. **BILLS FOR JULY 2015:** Approval of the bills paid by the City of Lamesa for the month of July 31<sup>st</sup>, 2015.
4. **REQUEST FOR SPECIFIC USE PERMIT – 204 N. AVENUE S:** (Second and Final Reading) Consider passing an ordinance on second and final reading denying a zone change for a tract of land described as all of Lot 2, Block 5, Park Terrace Addition to the Town of Lamesa, Dawson County, Texas. (204 North Avenue S), from District R-1 (Single Family Residential) but granting a Specific Use Permit for the use of the property as a home occupation – hair salon.
5. **FINANCIAL REPORT:** Director of Finance Wayne Chapman, to report on the city's finances.
6. **EMPLOYEE ASSISTANCE PROGRAM (EAP) AGREEMENT WITH TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER:** Consider approving an agreement with Texas Tech University Health Sciences Center to provide an Employee Assistance Program (EAP) to benefit City employees and volunteer firefighters.
7. **PERSONNEL POLICY AMENDMENTS:** Consider passing a resolution approving amendments to the Personnel Policy of the City of Lamesa.
8. **AD VALOREM TAX RATE – 2015:** 1<sup>ST</sup> Public Hearing on a proposed hearing on a proposed property tax rate of 0.740000 for 2015. This tax rate will raise \$1,948,672 which is \$91,715 more than taxes imposed last year.
9. **BUDGET AMENDMENT II:** Consider amending Ordinance No.O-18-14 on first reading with respect to October 1, 2014 fiscal year budget.
10. **BUDGET WORK SESSION IV:** Council to meet with city staff to discuss and set priorities for the 2015 – 2016 operating budget.
11. **ADJOURNMENT.**



## Open Meetings Information



### CLOSED MEETINGS

The City Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

### PUBLIC PARTICIPATION



The meeting will be held pursuant to the provisions of the Texas Open Meetings Act (Govt. Code, Chapter 551). Discussion and actions are limited to the agenda items listed above. Persons desiring to address the City Council or express their opinion about a particular item on this agenda should notify the City Secretary before the meeting. Persons desiring to present other business or discuss matters not on this agenda should submit a request in writing to the City Secretary by the end of business hours on the Wednesday before the next meeting in order to be considered for inclusion on that agenda.

### MEETING ACCESSIBILITY

**1** Upon request, auxiliary aids and services will be provided to an individual with a disability in order to allow them to effectively participate in the city council meeting. Those requesting auxiliary aids or services should notify the contact person listed below at least twenty-four hours prior to the meeting by mail, telephone or RELAY Texas (1-800-735-2989)

**Contact: Shawna Burkhart at 806-872-4321**

✉ 601 South First Street, Lamesa, Texas 79331

☎ **Telephone - (806) 872-4321**

☎ **Fax - (806) 872-4338**

### CERTIFICATION OF NOTICE



I certify this agenda was posted at the City Hall, 601 South First Street, Lamesa, Texas at **4:30 p.m.** on August 21, 2015 in accordance with Chapter 551.041 of the Government Code.

***Shawna D. Burkhart***, City Manager

# **City Council Agenda**

## **City of Lamesa, Texas**

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEMS: 1 & 2**

1. **CALL TO ORDER:** *Announcement by the Mayor.* “This meeting is being held in accordance with the provisions of the Texas Open Meetings Act (Govt. Code, Chapter 551). Discussion and actions are limited to the agenda items as posted. Persons desiring to address the City Council or express their opinion about a particular item on this agenda should complete a request at this time. Persons desiring to present other business or discuss matters not on this agenda should submit a request in writing to the City Secretary in order to be considered for inclusion on the agenda of the next meeting. A quorum being present as evidenced by the presence of \_\_\_ members of the City Council, this meeting is hereby called to order.”

The following members are present:

DAVE NIX	Mayor
JOSH STEVENS	Council Member – District 1
MARIE A. BRISENO	Mayor Pro-tem/Council Member – District 2
FABIAN RUBIO	Council Member – District 3
BOBBY G. GONZALES	Council Member – District 4
FRED VERA	Council Member – District 5
CHANCE BRITT	Council Member – District 6

City Staff members present at the meeting:

SHAWNA D. BURKHART	City Manager
VACANT	City Secretary
RUSSELL CASSELBERRY	Attorney

Members of the press present at the meeting:

Members of the public present at the meeting:

2. **INVOCATION:**

**AND PLEDGE OF ALLEGIANCE.**



# **City Council Agenda**

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 3**

SUBJECT: **CONSENT AGENDA ITEMS**  
PROCEEDING: Approval  
SUBMITTED BY: City Staff

## **SUMMARY STATEMENT**

All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- a. **APPROVAL OF THE MINUTES:** Approval of the minutes of the council meeting held on August 18, 2015.
- b. **BILLS FOR JULY 2015:** Approval of the bills paid by the City of Lamesa for the month of July 31<sup>st</sup>, 2015.

## **COUNCIL ACTION**

Motion by Council Member \_\_\_\_\_ to approve Item 3 a & b. Motion seconded by Council Member \_\_\_\_\_ and upon being put to a vote the motion \_\_\_\_\_.

**VOTING:** "AYE" \_\_\_\_\_ "NAY" \_\_\_\_\_ "ABSTAIN" \_\_\_\_\_

## **CITY MANAGER'S MEMORANDUM**

These items are considered non-controversial but do require formal council approval. If a council member objects to a consent item, it is removed from the list and separate action is taken on the item(s). If a council member questions a consent item, but not so strongly as to require that it be removed from the list, his/her "no" vote or abstention can be entered in the minutes when the consent vote is taken. Recommend approval.

THE STATE OF TEXAS }  
COUNTY OF DAWSON} }  
CITY OF LAMESA } }

**MINUTES OF THE CITY COUNCIL REGULAR CALLED MEETING:  
AUGUST 18, 2015**

On this the 18th day of August, 2015, at 5:32 P.M. there came on and was held a regular called session of the City Council of the City of Lamesa, Dawson County, Texas. Notice of such meeting having been posted at the City Hall at 601 South First Street in the City of Lamesa, Texas in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551). The following items were listed on the notice and the following proceedings were had, viz.:

**CALL TO ORDER:** Mayor Nix announced that the meeting was being held in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551), and that discussion and actions are limited to the agenda items as posted. A quorum being present as evidenced by the presence 6 the Council Members were present:

DAVE NIX	MAYOR
MARIE BRISENO	COUNCIL MEMBER – DISTRICT 2
JOSH STEVENS	MAYOR PRO-TEM /COUNCIL MEMBER – DISTRICT 1
FABIAN RUBIO	COUNCIL MEMBER – DISTRICT 3
BOBBY G. GONZALES	COUNCIL MEMBER – DISTRICT 4
FRED VERA	COUNCIL MEMBER – DISTRICT 5
CHANCE BRITT	COUNCIL MEMBER - DISTRICT 6

City staff members present at the meeting:

SHAWNA D. BURKHART	CITY MANAGER
VACANT	CITY SECRETARY
RUSSELL CASSELBERRY	CITY ATTORNEY

Members of the public present at the meeting:

Herrell Hallmark	Dale Alwan	Victor Dimas	Sylvia Dimas
Larry Duyck	Terri Stahl	Wayne Smith	Wayne Chapman
Irma Ramirez	Robert Ramirez	Leticia Dimas	Jim Clement
Nathan Tafoya	Dioncio Garza Jr.	Richard Leonard	Joey Rivas
Stephen Hatchett	Darby Hatchett	Lenda Vogler	Melba Rush

Invocation was given by Council Member Bobby Gonzales.

**CONSENT AGENDA:** All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- a. APPROVAL OF THE MINUTES: Approval of the minutes of the council meetings held on July 21, July 28 and August 4, 2015.

Motion by Council Member Briseno to approve item 3a. Motion seconded by Council Member Britt and upon being put to a vote the motion passed.

VOTING:                      "AYE" 7                      "NAY" 0                      "ABSTAIN" 0

**PUBLIC HEARING OF STEVEN HATCHETT:** Public hearing to consider the petition of Steven Hatchett to change the zone of the following property: Lot 2, Block 5 of Park Terrace Addition from R-1 (Single Family Residential) to C-1 for use as a residence and a hair salon to be located in the back yard of the property of the following property to-wit:

All of Lot 2, Block 5, Park Terrace Addition to the Town of Lamesa, Dawson County, Texas. (204 North Avenue S)

Mayor Nix opened the public hearing with respect to the proposed petition.

Code Enforcement Officer Wayne Smith spoke regarding the petition and suggested a Specific Use Permit be granted rather than a Zoning Change. City Attorney Russell Casselberry stated that similar actions have been taken in the past. Council Member Britt and Council Member Rubio asked Stephen Hatchett several questions regarding parking, commercial signage and traffic impact in his neighborhood. City Council then asked Mr. Hatchett if a Specific Use Permit would be agreeable with him. Mr. Hatchett responded in the affirmative. There being no other person speaking the Mayor closed the public hearing.

**REQUEST FOR ZONE CHANGE (STEVEN HATCHETT):** Consider taking action on the appeal of Steven Hatchett appealing the decision of the Planning & Zoning Commission denying his application for a zone change from R-1 (Single Family Residential) to C-1 (Local Retail) of the following property to-wit:

All of Lot 2, Block 5, Park Terrace Addition to the Town of Lamesa, Dawson County, Texas. (204 North Avenue S)

Motion by Council Member Britt to pass an ordinance on first reading issuing a specific use permit for a home occupation to Stephen Hatchett All of Lot 2, Block 5, Park Terrace Addition to the Town of Lamesa, Dawson County, Texas. (204 North Avenue S) which is in a R-1 Zone, Single Family Residential (home occupation – hair salon). Motion seconded by Council Member Gonzales to and upon being put to a vote the motion passed.

VOTING:                      “AYE” 7                      “NAY” 0                      “ABSTAIN” 0

**PUBLIC HEARING OF DANNY AND KAREN COLDIRON:** Public hearing to consider the petition of Danny and Karen Coldiron to change the zone from R-1 (Single Family Residential) with a zoning variance for placement of a manufactured home for use as a single family residential lot with a manufactured home variance of the following property:

Lots 3 and 4, Block 13 of the Lee Addition to the City of Lamesa, Dawson County, Texas (406 S. 7<sup>th</sup> Street). Mayor Nix opened the public hearing with respect to the proposed petition.

Code Enforcement Officer Wayne Smith spoke regarding the petition. Mr. Smith informed the City Council that the manufactured home to be located on the above property had not been purchased to date. No action was taken.

**REQUEST FOR ZONE CHANGE – 406 S. 7<sup>th</sup> Street:** Consider taking action on the petition of Danny and Karen Coldiron to change the zone from R-1 (Single Family Residential) with a zoning variance for placement of a manufactured home for use as a single family residential lot with a manufactured home variance of the following property:

Lots 3 and 4, Block 13 of the Lee Addition to the City of Lamesa, Dawson County, Texas (406 S. 7<sup>th</sup> Street).

No action was taken.

**USDA GRANT APPLICATION:** Consider passing a resolution authorizing the Mayor to authorize and direct to make application for grant assistance to USDA RHS and to sign the acceptance of the grant assistance and any other grant documents to complete the project, on behalf of the City of Lamesa.

Motion by Council Member Vera to pass a resolution authorizing the Mayor to sign the acceptance of the grant assistance and any other grant documents to complete the project, on behalf of the City of Lamesa. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" 0 "ABSTAIN" 0

**Res. No. R-15-15 Ord. Book No. 11 Page 316**

**PROPOSITION 7 (TRANSPORTATION):** Consider passing a resolution in support of a constitutional amendment for increased state funding for transportation.

Motion by Council Member Gonzales to pass a resolution in support of a constitutional amendment for increased state funding for transportation. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" 0 "ABSTAIN" 0

**Res. No. R-16-15 Ord. Book No. 11 Page 313**

**ACCEPTANCE OF EASEMENT FROM BORDER MANAGEMENT – 7<sup>TH</sup> STREET BETWEEN LYNN AND DALLAS AVENUES:** Consider taking action to accept an easement from Border Management Corp. on N. 7<sup>th</sup> Street between Lynn and Dallas Avenues.

Motion by Council Member Britt to pass a resolution to accept an easement from Border Management Corp. on N. 7<sup>th</sup> Street between Lynn and Dallas Avenues. Motion seconded by Council Member Rubio and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" 0 "ABSTAIN" 0

**Res. No. R-17-15 Ord. Book No. 11 Pages 314 and 317**

**STREETS – SEAL COAT PROGRAM & REHABILITATION OF ALLEYWAYS:** Discuss and consider taking action to allow a portion of FY 2014/2015 Seal Coat Program to be re-purposed for the rehabilitation of alleyways throughout the City through the purchase of a mix of caliche and aggregate.

Motion by Council Member Vera to re-purpose Seal Coat Program funding for FY 2014/2015 due to lack of availability and supply of Seal Coat aggregate for Seal Coat Program. The re-purposed funds would be used to purchase a mix of caliche and aggregate for rehabilitation of alleyways throughout the City. Motion seconded by Council Member Stevens and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" 0 "ABSTAIN" 0

**BUDGET WORK SESSION III:** Council met with city staff to discuss and set priorities for the 2015 – 2016 operating budget.

**CITY MANAGER REPORT:** City Manager reported on current activities and answered questions from the City Council.

- Clean-up efforts and mowing of right-of-ways within the City limits
- City Secretary search

**ADJOURNMENT:** Mayor Nix announced that the next regular called meeting of the City Council of the City of Lamesa, Texas would be held on September 15, 2015. There being no other business, the meeting was adjourned.

Pursuant to the provisions of the Texas Open Meetings Act, the City Council certifies that the items above are a full record of the subject matter of each deliberation and indicates each vote, order, decision or other action taken by the City Council of the City of Lamesa, Texas at the meeting held on the date indicated above. Ratified and approved at the regular meeting of the City Council of the City of Lamesa, Texas held on August 18, 2015.

ATTEST:

APPROVED:

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Shawna D. Burkhart  
City Manager

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Dave Nix  
Mayor

FUND : 01 -GENERAL FUND

PERIOD TO USE: Jul-2015 THRU Jul-2015

DEPT : N/A

ACCOUNTS: 1001 THRU 1001

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

1001 CASH IN BANK

BEGINNING BALANCE

7/01/15	7/01	A87163	CHK: 185863	10779	DAWSON CO. LIBRARY	1611		630.00CR	630.00CR
7/01/15	7/01	A87164	CHK: 185864	10779	HENRY NORRIS AGENCY	3190		920.00CR	1,550.00CR
7/01/15	7/01	A87165	CHK: 185865	10779	SOUTH PLAINS PUBLIC HEAL	3730		2,455.22CR	4,005.22CR
7/01/15	7/01	A87166	CHK: 185866	10779	VOLUNTEER FIRE DEPARTMEN	4090		400.00CR	4,405.22CR
7/01/15	7/01	A87167	CHK: 185867	10779	DUYCK LARRY	5777		200.00CR	4,605.22CR
7/01/15	7/01	A87168	CHK: 185868	10779	HERNANDEZ, PATRICIO F	5804		200.00CR	4,805.22CR
7/01/15	7/01	A87169	CHK: 185869	10779	DALE ALWAN	5983		200.00CR	5,005.22CR
7/01/15	7/01	A87170	CHK: 185070	10779	DOD THOMAS	5904		200.00CR	5,205.22CR
7/01/15	7/01	A87171	CHK: 185871	10780	DAWSON COUNTY APPRAISAL	1605		9,338.89CR	14,544.11CR
7/01/15	7/01	A87172	CHK: 185872	10780	DAWSON CO. WELFARE ASSOC	1610		188.00CR	14,732.11CR
7/01/15	7/21	U23684	CHECK 186077	13938	REFUND: JOHNSON, COLLEEN			13.57CR	14,745.68CR
7/01/15	7/21	U23684	CHECK 186078	13938	REFUND: COLAPRET, PATRICK			25.64CR	14,771.32CR
7/01/15	7/21	U23684	CHECK 186079	13938	REFUND: JH CONSTRUCTION			80.75CR	14,852.07CR
7/01/15	7/21	U23684	CHECK 186080	13938	REFUND: DAVIS, MELISSA			20.20CR	14,872.27CR
7/01/15	7/21	U23684	CHECK 186081	13938	REFUND: HERRERA, KAREN			66.41CR	14,938.68CR
7/02/15	7/02	A87393	CHK: 000000	10782	INTERNAL REVENUE SERVICE	5832		358.20CR	15,296.88CR
7/02/15	7/02	A87394	CHK: 185873	10782	PAYROLL FUND	3270		1,604.48CR	16,901.36CR
7/02/15	7/02	A87444	CHK: 185874	10786	ADVANCED ANALYSIS & LAB	1022		926.00CR	17,827.36CR
7/02/15	7/02	A87445	CHK: 185875	10786	ALL-AMERICAN PUMP & MACH	1048		340.00CR	18,167.36CR
7/02/15	7/02	A87446	CHK: 185876	10786	CHEVRON AND TEXACO BUSIN	1462		41.02CR	18,208.38CR
7/02/15	7/02	A87447	CHK: 185877	10786	DPC INDUSTRIES INC	1570		1,916.71CR	20,125.09CR
7/02/15	7/02	A87448	CHK: 185878	10786	ATMOS ENERGY	1730		1,886.53CR	22,011.62CR
7/02/15	7/02	A87449	CHK: 185879	10786	FULBRIGHT & CASSELBERRY	2090		16.00CR	22,027.62CR
7/02/15	7/02	A87450	CHK: 185880	10786	LAMESA PRESS REPORTER	2590		353.40CR	22,381.02CR
7/02/15	7/02	A87451	CHK: 185881	10786	LESLIE'S POOL SUPPLY INC	2701		1,170.09CR	23,551.11CR
7/02/15	7/02	A87452	CHK: 185882	10786	LYNTEGAR ELECTRIC COOP	2728		548.87CR	24,099.98CR
7/02/15	7/02	A87453	CHK: 185883	10786	HENRY NORRIS AGENCY	3190		71.00CR	24,170.98CR
7/02/15	7/02	A87454	CHK: 185884	10786	SHARE CORPORATION	3705		193.29CR	24,364.27CR
7/02/15	7/02	A87455	CHK: 185885	10786	SOUTH PLAINS COMMUNICATI	3729		948.00CR	25,312.27CR
7/02/15	7/02	A87456	CHK: 185886	10786	STANDARD INSURANCE CO	3782		914.30CR	26,226.57CR
7/02/15	7/02	A87457	CHK: 185887	10786	TTUHSC-DEPT OF PSYCHIATR	3962		526.25CR	26,752.82CR
7/02/15	7/02	A87458	CHK: 185888	10786	WALMART COMMUNITY/GEGRB	4110		1,307.69CR	28,060.51CR
7/02/15	7/02	A87460	CHK: 185890	10786	WINDSTREAM COMMUNICATION	4460		1,671.37CR	29,731.88CR
7/02/15	7/02	A87462	CHK: 185892	10786	DELL MARKETING LP	4660		167.97CR	29,899.85CR
7/02/15	7/02	A87463	CHK: 185893	10786	CREATIVE INKS	5035		571.00CR	30,470.85CR
7/02/15	7/02	A87464	CHK: 185894	10786	MANDRY TECHNOLOGY SOLUTI	5160		1,430.00CR	31,900.85CR
7/02/15	7/02	A87465	CHK: 185895	10786	TEXASDATAVAULT	5607		1,330.00CR	33,230.85CR
7/02/15	7/02	A87466	CHK: 185896	10786	UNIVAR USA INC	5611		150.00CR	33,380.85CR
7/02/15	7/02	A87467	CHK: 185897	10786	WEATHERMAN CONST. & OVER	5624		291.45CR	33,672.30CR
7/02/15	7/02	A87468	CHK: 185898	10786	GREAT AMERICA FINANCIAL	5734		384.30CR	34,056.60CR
7/02/15	7/02	A87469	CHK: 185899	10786	CLARKE MOSQUITO CONTROL	5809		923.61CR	34,980.21CR
7/02/15	7/02	A87470	CHK: 185900	10786	JOHN DEERE FINANCIAL	5861		2,136.00CR	37,116.21CR
7/02/15	7/02	A87471	CHK: 185901	10786	THOMSON REUTERS	5871		303.16CR	37,419.37CR



FUND : 01 -GENERAL FUND  
 DEPT : N/A

PERIOD TO USE: Jul-2015 THRU Jul-2015  
 ACCOUNTS: 1001 THRU 1001

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
1001			CASH IN BANK							
* ( CONTINUED ) *										
7/08/15	7/08	A87585	CHK: 185949	10798	SOUTHWEST METER SUPPLY	3745			243.95CR	105,848.07CR
7/08/15	7/08	A87586	CHK: 185950	10798	SALAZAR JANITORIAL SERVI	4610			900.00CR	106,748.07CR
7/08/15	7/08	A87587	CHK: 185951	10798	VICTOR O SCHINNERER & CO	4715			200.00CR	106,948.07CR
7/08/15	7/08	A87588	CHK: 185952	10798	LUBBOCK TRUCK SALES, INC	5085			215.73CR	107,163.80CR
7/08/15	7/08	A87589	CHK: 185953	10798	USABLUBOOK	5100			191.87CR	107,355.67CR
7/08/15	7/08	A87590	CHK: 185954	10798	SIGNS ON THE GO	5135			500.00CR	107,855.67CR
7/08/15	7/08	A87591	CHK: 185955	10798	STANDARD COFFEE SERVICE	5275			78.31CR	107,933.98CR
7/08/15	7/08	A87592	CHK: 185956	10798	ROADMASTER DIESEL SERVIC	5728			882.14CR	108,816.12CR
7/08/15	7/08	A87593	CHK: 185957	10798	GREAT AMERICA FINANCIAL	5734			167.00CR	108,983.12CR
7/08/15	7/08	A87594	CHK: 185958	10798	DW'S SURPLUS BUILDING SU	5743			13.15CR	108,996.27CR
7/08/15	7/08	A87595	CHK: 185959	10798	CLARKE MOSQUITO CONTROL	5809			513.60CR	109,509.87CR
7/08/15	7/08	A87596	CHK: 185960	10798	DUCK'S SALES & SERVICE	5878			940.00CR	110,449.87CR
7/08/15	7/08	A87597	CHK: 185961	10798	GDF SUEZ ENERGY RESOURCE	5905			44.20CR	110,494.07CR
7/08/15	7/08	A87598	CHK: 185962	10798	R&R PRODUCTS, INC.	6005			50.10CR	110,544.17CR
7/08/15	7/08	A87599	CHK: 185963	10798	SOLENIS	6073			1,404.00CR	111,948.17CR
7/08/15	7/08	A87600	CHK: 185964	10798	W-B SUPPLY COMPANY	6123			47.00CR	111,995.17CR
7/08/15	7/08	A87601	CHK: 185965	10798	SILSBEE	6196			77,262.00CR	189,257.17CR
7/10/15	7/10	A87604	CHK: 185966	10795	SHEILA SULLENBARGER	1			125.00CR	189,382.17CR
7/10/15	7/10	A87605	CHK: 185967	10795	ST MARGARET MARY	1			125.00CR	189,507.17CR
7/10/15	7/10	A87606	CHK: 185968	10795	CASEY KELLER	1			300.00CR	189,807.17CR
7/10/15	7/10	A87607	CHK: 185969	10795	TERESA R CONTRERAS	1			125.00CR	189,932.17CR
7/10/15	7/10	A87608	CHK: 185970	10795	HATCHETT, MARIA	1017			69.00CR	190,001.17CR
7/10/15	7/10	A87609	CHK: 185971	10795	THE HARTFORD	5927			529.93CR	190,531.10CR
7/10/15	7/10	A87610	CHK: 185972	10795	DALE ALWAN	5983			337.25CR	190,868.35CR
7/10/15	7/10	A87611	CHK: 185973	10795	TEXAS A&M FOREST SERVICE	6058			1,411.00CR	192,279.35CR
7/10/15	7/10	A87612	CHK: 185974	10795	JUAN CUELLAR	6086			300.00CR	192,579.35CR
7/10/15	7/10	A87613	CHK: 185975	10795	DAVID S YOUNG	6121			70.15CR	192,649.50CR
7/10/15	7/10	A87614	CHK: 185976	10795	SHELBI HUTCHINGS	6137			446.96CR	193,096.46CR
7/10/15	7/10	A87615	CHK: 185977	10795	ERICA UBEDA	6140			225.00CR	193,321.46CR
7/10/15	7/10	A87616	CHK: 185978	10795	ENRIQUE RODRIGUEZ	6195			755.00CR	194,076.46CR
7/10/15	7/10	A87617	CHK: 185979	10800	LAMESA AIRPORT BOARD	1013			15,000.00CR	209,076.46CR
7/10/15	7/10	A87618	CHK: 185980	10800	JW & T INC.	6192			14,916.75CR	223,993.21CR
7/10/15	7/10	A87656	CHK: 185981	10804	ALL-AMERICAN PUMP & MACH	1048			1,020.16CR	225,013.37CR
7/10/15	7/10	A87657	CHK: 185982	10804	AUTOMATED CONTROLS	1140			426.30CR	225,439.67CR
7/10/15	7/10	A87658	CHK: 185983	10804	REID BETHEL TIRE CO	1224			337.76CR	225,777.43CR
7/10/15	7/10	A87659	CHK: 185984	10804	COPE SAND & GRAVEL	1520			1,065.00CR	226,842.43CR
7/10/15	7/10	A87660	CHK: 185985	10804	DAVIS FURNITURE COMPANY	1600			801.82CR	227,644.25CR
7/10/15	7/10	A87662	CHK: 185987	10804	GEBO'S DISTRIBUTING	2000			2,038.40CR	229,682.65CR
7/10/15	7/10	A87665	CHK: 185990	10804	HIGGINBOTHAM'S GENERAL O	2180			2,236.01CR	231,918.66CR
7/10/15	7/10	A87667	CHK: 185992	10804	LAMESA PRESS REPORTER	2590			53.40CR	231,972.06CR
7/10/15	7/10	A87668	CHK: 185993	10804	LUBBOCK FIRE EXTINGUISHE	2708			2,527.35CR	234,499.41CR
7/10/15	7/10	A87669	CHK: 185994	10804	PAYTON PLUMBING INC	3286			606.77CR	235,106.18CR
7/10/15	7/10	A87670	CHK: 185995	10804	S & C OIL COMPANY, INC.	3575			274.99CR	235,381.17CR
7/10/15	7/10	A87671	CHK: 185996	10804	WARREN CAT	4122			218.88CR	235,600.05CR
7/10/15	7/10	A87672	CHK: 185997	10804	WINDSTREAM COMMUNICATION	4460			57.72CR	235,657.77CR
7/10/15	7/10	A87673	CHK: 185998	10804	DELL MARKETING LP	4660			597.92CR	236,255.69CR
7/10/15	7/10	A87674	CHK: 185999	10804	B & E IMPLEMENT	4955			2,136.00CR	238,391.69CR





FUND : 01 -GENERAL FUND

PERIOD TO USE: Jul-2015 THRU Jul-2015

DEPT : N/A

ACCOUNTS: 1001 THRU 1001

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
1001			CASH IN BANK							
* ( CONTINUED ) *										
7/22/15	7/22	A87800	CHK: 186106	10822	F & F TECHNIQUES		5893		1,800.00CR	585,433.87CR
7/22/15	7/22	A87801	CHK: 186107	10822	AMOS SUPPLY		5899		2,604.00CR	588,037.87CR
7/22/15	7/22	A87802	CHK: 186108	10822	RANGE SERVANT AMERICA, I		5909		249.92CR	588,287.79CR
7/22/15	7/22	A87803	CHK: 186109	10822	SMITH, WAYNE		5912		380.00CR	588,667.79CR
7/22/15	7/22	A87804	CHK: 186110	10822	CLS SEWER EQUIPMENT CO.,		5922		822.87CR	589,490.66CR
7/22/15	7/22	A87805	CHK: 186111	10822	WELLNESS TODAY		5968		25.00CR	589,515.66CR
7/22/15	7/22	A87806	CHK: 186112	10822	DALE ALWAN		5983		110.40CR	589,626.06CR
7/22/15	7/22	A87807	CHK: 186113	10822	TOMMY ARGUIJO		5988		250.00CR	589,876.06CR
7/22/15	7/22	A87808	CHK: 186114	10822	TRUCK TOWN		6069		53.25CR	589,929.31CR
7/22/15	7/22	A87809	CHK: 186115	10822	JOHN GONZALES		6193		450.00CR	590,379.31CR
7/23/15	7/23	A87811	CHK: 186116	10824	JUAN CUELLAR		6086		380.00CR	590,759.31CR
7/23/15	7/23	A87813	CHK: 186117	10827	ALAMO AREA REGIONAL LAW		01		250.00CR	591,009.31CR
7/24/15	7/24	A87814	CHK: 186118	10828	LAMESA NATIONAL BANK		2630		1,800.00CR	592,809.31CR
7/27/15	7/27	B48220	Misc 000002	07862	TO RECLASSIFY RAMP GRANT			JE# 019342	888.74CR	593,698.05CR
7/27/15	7/27	A87815	CHK: 186119	10831	LAMESA AIRPORT BOARD		1013		16,113.39CR	609,811.44CR
7/27/15	7/27	A87816	CHK: 186120	10831	CHAPMAN, WAYNE		5150		138.00CR	609,949.44CR
7/27/15	7/27	A87817	CHK: 186121	10831	J N NEWTON & ASSOCIATES		5583		815.00CR	610,764.44CR
7/27/15	7/27	A87818	CHK: 186122	10831	STAHL, TERRI		5940		463.00CR	611,227.44CR
7/27/15	7/27	A87819	CHK: 186123	10831	TASER INTERNATIONAL		6063		491.46CR	611,718.90CR
7/27/15	7/27	A87820	CHK: 186124	10831	ERICA UBEDA		6140		400.00CR	612,118.90CR
7/27/15	7/27	A87821	CHK: 186125	10831	JW & T INC.		6192		29,916.75CR	642,035.65CR
7/29/15	7/29	A87822	CHK: 000000	10829	INTERNAL REVENUE SERVICE		5832		35,678.13CR	677,713.78CR
7/29/15	7/29	A87823	CHK: 186126	10829	CAPROCK FEDERAL CREDIT U		1390		20,416.00CR	698,129.78CR
7/29/15	7/29	A87824	CHK: 186127	10829	PAYROLL FUND		3270		76,819.05CR	774,948.83CR
7/29/15	7/29	A87825	CHK: 186128	10829	RAMOS, ANGELA F.		4940		102.93CR	775,051.76CR
7/29/15	7/29	A87826	CHK: 186129	10829	TX CHILD SUPPORT SDU		5634		334.15CR	775,385.91CR
7/29/15	7/29	A87827	CHK: 186130	10829	TEXAS CHILD SUPPORT DISB		5811		184.62CR	775,570.53CR
7/29/15	7/29	A87828	CHK: 186131	10829	TX CHILD SUPPORT SDU		5829		115.38CR	775,685.91CR
7/29/15	7/29	A87829	CHK: 186132	10829	TEXAS CHILD SUPPORT DISB		5859		500.90CR	776,186.81CR
7/29/15	7/29	A87830	CHK: 186133	10829	TX CHILD SUPPORT SDU		5882		276.92CR	776,463.73CR
7/29/15	7/29	A87831	CHK: 186134	10829	AIRMEDCARE NETWORK		5975		36.00CR	776,499.73CR
7/29/15	7/29	A87832	CHK: 186135	10829	TX CHILD SUPPORT SDU		5982		113.08CR	776,612.81CR
7/29/15	7/29	A87833	CHK: 186136	10829	JAE FITNESS		6023		224.25CR	776,837.06CR
7/29/15	7/29	A87834	CHK: 186137	10829	TEXAS CHILD SUPPORT DISB		6036		230.77CR	777,067.83CR
7/29/15	7/29	A87835	CHK: 186138	10829	TX CHILD SUPPORT SDU		6053		115.38CR	777,183.21CR
7/29/15	7/29	A87836	CHK: 186139	10829	TX CHILD SUPPORT SDU		6059		46.15CR	777,229.36CR
7/29/15	7/29	A87837	CHK: 186140	10829	TX CHILD SUPPORT SDU		6061		76.15CR	777,305.51CR
7/29/15	7/29	A87838	CHK: 186141	10829	TEXAS CHILD SUPPORT SDU		6135		207.23CR	777,512.74CR
7/29/15	7/29	A87839	CHK: 186142	10829	TX CHILD SUPPORT SDU		6145		252.92CR	777,765.66CR
7/29/15	7/29	A87840	CHK: 186143	10833	STATE COMPTROLLER		3789		1,136.67CR	778,902.33CR
7/29/15	7/29	A87841	CHK: 186144	10834	STATE COMPTROLLER		3789		8,497.45CR	787,399.78CR
7/29/15	7/30	A87842	CHK: 186145	10832	JOHN RODRIGUEZ		1		50.00CR	787,449.78CR
7/29/15	7/30	A87843	CHK: 186146	10832	CHRISTINA GONZALES		1		50.00CR	787,499.78CR
7/29/15	7/30	A87844	CHK: 186147	10832	DEVIN BECK		1		125.00CR	787,624.78CR
7/29/15	7/30	A87845	CHK: 186148	10832	WINDSTREAM COMMUNICATION		4460		92.80CR	787,717.58CR
7/29/15	7/30	A87846	CHK: 186149	10832	ENRIQUE RODRIGUEZ		6195		95.00CR	787,812.58CR
7/29/15	7/30	B48286	Misc 000007	07873	TWC QUARTERLY TAXES01			JE# 019364	66.19CR	787,878.77CR

FUND : 01 -GENERAL FUND

PERIOD TO USE: Jul-2015 THRU Jul-2015

DEPT : N/A

ACCOUNTS: 1001 THRU 1001

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

1001 CASH IN BANK \* ( CONTINUED ) \*

7/29/15	7/30	B48286	Misc	000007	07873	TWC QUARTERLY TAXES01	JE# 019364	9.00CR	787,887.77CR
7/30/15	7/30	A87847	CHK: 186150		10837	LORENA E CRUZ	1	125.00CR	788,012.77CR
7/30/15	7/30	A87848	CHK: 186151		10837	CONSOLIDATED SPECIAL FUN	1517	600,000.00CR	1,388,012.77CR
7/30/15	7/30	A87849	CHK: 186152		10837	OGEDA, ERNEST	5617	7.00CR	1,388,019.77CR
7/30/15	7/30	A87850	CHK: 186153		10837	RAMIREZ, IRMA	5830	345.00CR	1,388,364.77CR
7/30/15	7/30	A87851	CHK: 186154		10837	ERICA UBEDA	6140	300.00CR	1,388,664.77CR
7/30/15	7/30	A87852	CHK: 186155		10837	ENRIQUE RODRIGUEZ	6195	100.00CR	1,388,764.77CR
7/30/15	7/30	A87853	CHK: 186156		10837	SOUTH PLAINS COLLEGE	6201	320.00CR	1,389,084.77CR
7/30/15	8/06	B48342	Misc	000009	07881	METER POSTAGE	JE# 019384	500.00CR	1,389,584.77CR
7/31/15	7/31	A87856	CHK: 000000		10835	INTERNAL REVENUE SERVICE	5832	25.00CR	1,389,609.77CR
7/31/15	7/31	A87857	CHK: 186157		10839	FULBRIGHT & CASSELBERRY	2090	2,145.83CR	1,391,755.60CR
7/31/15	7/31	A87858	CHK: 186158		10839	PAYROLL FUND	3270	335.00CR	1,392,090.60CR
7/31/15	7/31	A87859	CHK: 186159		10839	SENIOR CITIZENS	3675	3,750.00CR	1,395,840.60CR
7/31/15	7/31	A87874	CHK: 186160		10840	AFLAC INSURANCE	1020	3,617.20CR	1,399,457.80CR
7/31/15	7/31	A87875	CHK: 186161		10840	CAPROCK FEDERAL CREDIT U	1390	275.00CR	1,399,732.80CR
7/31/15	7/31	A87876	CHK: 186162		10840	TEXAS MUNICIPAL RETIREME	3973	26,029.13CR	1,425,761.93CR
7/31/15	7/31	A87882	CHK: 186168		10840	LEGAL SHIELD	5900	388.50CR	1,426,150.43CR
7/31/15	7/31	A87883	CHK: 186169		10840	NEW YORK LIFE	5921	567.40CR	1,426,717.83CR
7/31/15	7/31	A87884	CHK: 186170		10840	GUARDIAN-APPLETON	6141	674.90CR	1,427,392.73CR
7/31/15	7/31	A87885	CHK: 186171		10841	DORA LUZ HERNANDEZ	1	125.00CR	1,427,517.73CR
7/31/15	7/31	A87886	CHK: 186172		10841	POSTMASTER	3390	1,500.00CR	1,429,017.73CR
7/31/15	7/31	A87887	CHK: 186173		10841	ERICA UBEDA	6140	300.00CR	1,429,317.73CR
7/31/15	7/31	A87888	CHK: 186174		10842	TOP TANX	5761	1,350.00CR	1,430,667.73CR
7/31/15	8/08	B48348	Misc	000013	07884	WORKER COMP TSF TO RISK MGMT	JE# 019390	5,724.08CR	1,436,391.81CR
7/31/15	8/08	B48353	Misc	000018	07885	LIABILITY TSF G/F TO RISK MGMT	JE# 019395	5,938.75CR	1,442,330.56CR
7/31/15	8/08	B48358	Misc	000023	07886	HEALTH INS. TSF. - G/F	JE# 019400	29,244.00CR	1,471,574.56CR
7/31/15	8/17	B48428	Misc	000031	07897	SALES & USE TAX - ACH DEBIT	JE# 019419	10,494.07CR	1,482,068.63CR
7/31/15	8/17	B48430	Misc	000032	07897	SALES & USE TAX - ACH DEBIT	JE# 019421	530.04CR	1,482,598.67CR
7/31/15	8/19	B48463	Misc	000033	07899	OPTIONAL LIFE	JE# 019424	629.70CR	1,483,228.37CR
7/31/15	8/19	B48464	Misc	000034	07899	GROUP HEALTH INS.	JE# 019425	5,418.68CR	1,488,647.05CR
7/31/15	8/19	B48465	Misc	000035	07899	TO TRANSFER GOV. TAX	JE# 019426	3,798.73CR	1,492,445.78CR
						***** JULY ACTIVITY DB: 0.00 CR: 1,492,445.78CR			1,492,445.78CR

# ***City Council Agenda***

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 4**

**SUBJECT: REQUEST FOR SPECIFIC USE PERMIT – 204 N. AVENUE S**  
**PROCEEDING:** Ordinance (Second and Final Reading)  
**SUBMITTED BY:** Wayne Smith, Building Inspector  
**EXHIBITS:** Ordinance  
**AUTHORITY:** City Charter, Texas Government Code

### **SUMMARY STATEMENT**

Consider passing an ordinance on second and final reading denying a zone change for a tract of land described as all of Lot 2, Block 5, Park Terrace Addition to the Town of Lamesa, Dawson County, Texas. (204 North Avenue S), from District R-1 (Single Family Residential) but granting a Specific Use Permit for the use of the property as a home occupation – hair salon.

### **COUNCIL ACTION**

Motion by Council Member \_\_\_\_\_ to approve Specific Use Permit for 204 N. Avenue S.  
Motion seconded by Council Member \_\_\_\_\_ and upon being put to a vote the motion \_\_\_\_\_.

**VOTING:** "AYE" \_\_\_\_\_ "NAY" \_\_\_\_\_ "ABSTAIN" \_\_\_\_\_

**ORDINANCE NO.:** \_\_\_\_\_

**AN ORDINANCE DENYING A ZONE CHANGE FOR A TRACT OF LAND DESCRIBED AS LOT 2, BLOCK 5, OF THE PARK TERRACE ADDITION TO THE TOWN OF LAMESA, DAWSON COUNTY, TEXAS, FROM DISTRICT R-1 (SINGLE-FAMILY RESIDENTIAL) BUT GRANTING A SPECIFIC USE PERMIT FOR THE USE OF THE PROPERTY AS A HAIR SALON.**

On the this 25th day of August 2015, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas, held pursuant to the provisions of the Texas Open Meetings Act, and there being a quorum present and acting throughout the meeting, the following ordinance was formally submitted by motion and duly seconded for the consideration and action of the meeting, to wit:

**WHEREAS**, the Code of Ordinances of the City of Lamesa provides that the zoning districts of said city may be changed upon application of the property owner and upon recommendation of the Planning and Zoning Commission of the City; and

**WHEREAS**, an application to the Planning and Zoning Commission of the City of Lamesa, Texas, has been to change the zoning of the following described property located at 204 N. Avenue S, Lamesa, Texas, from a District R-1 (Single-family Residential) to allow the use of the following described property as a hair salon, to-wit:

All of Lot 2, Block 5, of the Park Terrace Addition to the Town of Lamesa, Dawson County, Texas; and

**WHEREAS**, said property is located within the city limits of the City of Lamesa, Texas, located at 204 N Avenue S, and is within a district zoned as R-1 (Single-family residential); and,

**WHEREAS**, the Planning and Zoning Commission of the City of Lamesa, Texas, after hearing such application and the arguments for and against the same, has voted to recommend to the City Council of the City of Lamesa, Texas, that such request for a change in the zoning of such property be denied. An appeal was requested by the owner of said property. The City Council, after hearing the argument for and against the same, has voted that a specific use permit for the use of the property as a hair salon be granted; and

**WHEREAS**, a public hearing, where all interested persons were provided with an opportunity to be heard on the proposed zone change was held at City Hall, 601 South First Street, in the City of Lamesa, Texas, on August 18, 2015, which date is not less than fifteen days prior to the publication of a notice of such hearing on August 3, 2015, in the Lamesa Press-Reporter, a newspaper of general circulation in the City of Lamesa, Texas;

**WHEREAS**, after such hearing, the City Council of the City of Lamesa, Texas, finds that the use for which such zone change is sought will not be injurious to the neighborhood or otherwise detrimental to the public interest and welfare and will be in harmony with the general purpose of the Zoning Ordinances of the City of Lamesa, Texas, be accepted.

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

**SECTION ONE:** That the request to change the zoning of the following described property located at 204 N. Avenue S, Lamesa, Texas, from a District R-1 (Single-family Residential) to allow the use of the following described property as a hair salon, to-wit:

All of Lot 2, Block 5, of the Park Terrace Addition to the Town of Lamesa, Dawson County, Texas;

be denied, but that a **specific use permit** for the use of the property as a hair salon be, and is hereby, **Granted**.

**SECTION TWO:** The provisions of this ordinance are to be cumulative and shall constitute an amendment to the zoning ordinance of the City of Lamesa, Texas, only as it applies to the hereinabove described property.

**SECTION THREE:** If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Lamesa, Texas, hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION FOUR:** The City Secretary is hereby authorized and directed to publish the descriptive caption of this ordinance in the manner and for the length of time prescribed by Article IV, Section 24 of the City Charter.

Upon being put to a vote, the foregoing ordinance was Passed, on First Reading on the 18th day of August, 2015, by a majority vote; and then on the 25th day of August, 2015, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas, held pursuant to the provisions of the Texas Open Meetings Act, and there being a quorum present and acting throughout the meeting, the foregoing ordinance was formally submitted by motion and duly seconded for the consideration and action of the meeting, and upon being put to a vote, the foregoing ordinance was Passed on Second and Final Reading and Adopted this 25th day of August, 2015 by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the ordinance book thereafter.

**ATTEST:**

**APPROVED:**

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Shawna D Burkhart  
City Manager

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Dave Nix  
Mayor

# ***City Council Agenda***

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 5**

SUBJECT: **FINANCIAL REPORT**  
PROCEEDING:  
SUBMITTED BY: Wayne Chapman, Finance Director  
EXHIBITS: Financial Reports  
AUTHORITY:

## **SUMMARY STATEMENT**

## **COUNCIL ACTION**

No action required.

## **CITY MANAGER'S MEMORANDUM**

Wayne Chapman, Finance Director, will present an overview of the City's financial report



**City of Lamesa**  
**Financial Statement Summary**  
**As of: July 31, 2015**

	Current	
<b>General Fund (1)</b>	<b>Month-to-Date</b>	<b>Year-to-Date</b>
Revenues	\$ 208,895.62	\$ 3,447,965.86
Expenditures	\$ 279,205.84	\$ 2,870,310.95
<b>Revenues Over/(Under) Expenditures</b>	<b><u>\$ (70,310.22)</u></b>	<b><u>\$ 577,654.91</u></b>
<b>Water &amp; Wastewater Fund (2)</b>		
Revenues	\$ 342,738.73	\$ 3,328,496.38
Expenditures	\$ 327,984.33	\$ 3,469,400.43
<b>Revenues Over/(Under) Expenditures</b>	<b><u>\$ 14,754.40</u></b>	<b><u>\$ (140,904.05)</u></b>
<b>Solid Waste Fund (3)</b>		
Revenues	\$ 159,585.55	\$ 1,575,356.22
Expenditures	\$ 101,874.53	\$ 1,419,602.30
<b>Revenues Over/(Under) Expenditures</b>	<b><u>\$ 57,711.02</u></b>	<b><u>\$ 155,753.92</u></b>
<b>Golf Course Fund (18)</b>		
Revenues	\$ 15,137.75	\$ 132,301.08
Expenditures	\$ 22,066.01	\$ 204,391.84
<b>Revenues Over/(Under) Expenditures</b>	<b><u>\$ (6,928.26)</u></b>	<b><u>\$ (72,090.76)</u></b>
<b>All Funds</b>		
Revenues	\$ 726,357.65	\$ 8,484,119.54
Expenditures	\$ 731,130.71	\$ 7,963,705.52
<b>Revenues Over/(Under) Expenditures</b>	<b><u>\$ (4,773.06)</u></b>	<b><u>\$ 520,414.02</u></b>

FINANCIAL STATEMENT

AS OF: JULY 31ST, 2015

01 -GENERAL FUND

FINANCIAL SUMMARY

83.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

01-TAXES		2,917,881.00	117,386.10	2,522,954.59	86.47	394,926.41
02-FRANCHISES AND STREET		589,809.00	34,599.75	525,023.41	89.02	64,785.59
03-PERMITS, LICENSES AND		38,300.00	2,762.38	35,314.33	92.20	2,985.67
04-FINES		80,000.00	3,564.80	40,294.26	50.37	39,705.74
05-RECREATIONAL AND RENTA		20,500.00	3,182.00	28,100.74	137.08	( 7,600.74)
06-OTHER GOVERNMENTAL AGE		175,038.00	66,702.25	231,755.10	132.40	( 56,717.10)
07-TRANSFERS		0.00	0.00	0.00	0.00	0.00
08-CHARGES FOR CURRENT SE		15,350.00	6,638.35	16,263.90	105.95	( 913.90)
09-MISCELLANEOUS REVENUES		139,841.00	( 25,940.01)	48,259.53	34.51	91,581.47
<b>TOTAL REVENUES</b>		<b>3,976,719.00</b>	<b>208,895.62</b>	<b>3,447,965.86</b>	<b>86.70</b>	<b>528,753.14</b>

EXPENDITURE SUMMARY

GENERAL ADMIN SERVICES		127,309.00	10,324.09	141,996.28	111.54	( 14,687.28)
FINANCIAL SERVICES		45,889.00	8,868.93	26,665.02	58.11	19,223.98
PERSONNEL/RISK MGT SERV		30,227.00	2,419.31	39,827.04	131.76	( 9,600.04)
COMMUNITY DEVELOPMENT SER		700.00	59.14	775.20	110.75	( 75.20)
HOUSING ASSISTANCE SERV		10,459.00	4,716.10	27,497.14	262.90	( 17,038.14)
CITY COUNCIL		41,840.00	2,968.11	9,271.69	22.16	32,568.31
CITY HALL		78,575.00	5,218.87	56,856.40	72.36	21,718.60
INTERGOVERNMENTAL		41,690.00	2,120.05	39,804.44	95.48	1,885.56
MUNICIPAL COURT		94,073.00	7,180.65	81,849.90	87.01	12,223.10
VEHICLE REPAIR SERVICES		34,813.00	( 12,171.42)	25,616.86	73.58	9,196.14
VEHICLE PREVENTIVE MNT		30.00	( 8.71)	1,895.90	319.67	( 1,865.90)
FIRE SERVICES		579,834.00	42,744.35	488,320.87	84.22	91,513.13
VOLUNTEER FIRE SERVICES		147,692.00	5,227.84	51,052.27	34.57	96,639.73
PD - GEN'L ADMIN SERV		192,756.00	14,187.12	167,325.48	86.81	25,430.52
COMMUNICATIONS SERVICES		213,020.00	13,560.20	142,051.42	66.68	70,968.58
GEN'L LAW ENFORCEMENT SER		960,143.00	68,364.79	712,898.28	74.25	247,244.72
CRIMINAL INVESTIGATIONS		165,338.00	11,131.28	78,581.19	47.53	86,756.81
JUVENILE SERVICES		0.00	620.58	1,695.94	0.00	( 1,695.94)
ANIMAL CONTROL SERVICE		36,703.00	4,276.07	1,666.03	4.54	35,036.97
EMERGENCY MANAGEMENT SERV		21,550.00	10.42	13,302.19	61.73	8,247.81
NARCOTICS INTERDICTION		0.00	0.00	0.00	0.00	0.00
STREET MAINTENANCE SERV		263,000.00	28,592.38	149,378.60	56.80	113,621.40
STREET CONST/SEAL COAT		152,935.00	507.50	37,296.41	24.39	115,638.59
STREET CLEANING SERVICES		67,480.00	1,635.56	21,434.27	31.76	46,045.73
TRAFFIC SERVICES		173,211.00	104.53	114,688.64	66.21	58,522.36
INSPECTION SERVICES		142,321.00	11,878.21	104,659.68	73.54	37,661.32
PARK MAINTENANCE SERVICES		255,963.00	20,301.83	172,649.13	67.45	83,313.87
PARK IRRIGATION SERVICES		( 1.00)	3,055.70	( 11,717.93)	793.00	11,716.93
COMMUNITY BUILDING SERV		81,319.00	1,148.44	48,888.64	60.12	32,430.36
RECREATIONAL FACILITIES		166,386.00	2,171.77	73,070.00	43.92	93,316.00
SWIMMING POOL SERVICES		69,553.00	17,992.15	51,013.89	73.35	18,539.11
<b>TOTAL EXPENDITURES</b>		<b>4,194,808.00</b>	<b>279,205.84</b>	<b>2,870,310.95</b>	<b>68.43</b>	<b>1,324,497.05</b>

REVENUES OVER / (UNDER) EXPENDITURES ( 218,089.00) ( 70,310.22) 577,654.91 264.87 ( 705,743.91)

FINANCIAL STATEMENT

AS OF: JULY 31ST, 2015

02 -WATER & WASTEWATER ENTER.

FINANCIAL SUMMARY

83.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUE SUMMARY</b>						
11-	OPERATING REVENUES	4,172,680.00	342,728.73	3,297,746.24	79.03	874,933.76
12-	NON-OPERATING REVENUES	226,891.00	10.00	30,750.14	13.55	196,140.86
<b>TOTAL REVENUES</b>		<b>4,399,571.00</b>	<b>342,738.73</b>	<b>3,328,496.38</b>	<b>75.66</b>	<b>1,071,074.62</b>
<b>EXPENDITURE SUMMARY</b>						
	WATER PRODUCTION SERVICES	1,463,246.67	148,596.51	1,143,094.50	78.12	320,152.17
	WATER DIST/WASTEWATER SER	1,881,430.00	136,143.74	1,397,787.03	74.29	483,642.97
	WASTEWATER TREATMENT SERV	764,157.33	17,374.85	622,265.97	81.43	141,891.36
	ENGINEERING SERVICES	79,105.00	4,656.97	57,992.26	73.31	21,112.74
	TECHNICAL SERVICES	74,333.00	4,625.70	60,000.56	80.72	14,332.44
	UTILITY BILLING/COLLECT	267,848.00	16,210.28	179,657.50	67.07	88,190.50
	INSPECTION SERVICES	0.00	376.28	8,602.61	0.00	( 8,602.61)
<b>TOTAL EXPENDITURES</b>		<b>4,530,120.00</b>	<b>327,984.33</b>	<b>3,469,400.43</b>	<b>76.59</b>	<b>1,060,719.57</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>		<b>( 130,549.00)</b>	<b>14,754.40</b>	<b>( 140,904.05)</b>	<b>107.93</b>	<b>10,355.05</b>
<b>OTHER SOURCES (USES)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>REVENUES &amp; OTHER SOURCES OVER (UNDER) EXPENDITURES &amp; OTHER (USES)</b>		<b>( 130,549.00)</b>	<b>14,754.40</b>	<b>( 140,904.05)</b>	<b>107.93</b>	<b>10,355.05</b>

FINANCIAL STATEMENT

AS OF: JULY 31ST, 2015

03 -SOLID WASTE ENTERPRISE

FINANCIAL SUMMARY

83.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY						
05-	RECREATIONAL AND RENTA	0.00	0.00	0.00	0.00	0.00
21-	OPERATING REVENUES	1,885,064.00	153,785.55	1,497,326.64	79.43	387,737.36
22-	NON-OPERATING REVENUES	81,000.00	5,800.00	78,029.58	96.33	2,970.42
TOTAL	REVENUES	1,966,064.00	159,585.55	1,575,356.22	80.13	390,707.78
EXPENDITURE SUMMARY						
	SOLID WASTE COLLECTION SV	880,543.00	55,743.80	739,187.72	83.95	141,355.28
	SANITARY LANDFILL SERVICE	847,667.00	31,639.79	489,715.06	57.77	357,951.94
	SPECIALIZED COLLECTION SV	117,194.00	10,639.60	103,248.91	88.10	13,945.09
	ENVIRONMENTAL HEALTH SERV	120,492.00	3,851.34	87,450.61	72.58	33,041.39
TOTAL	EXPENDITURES	1,965,896.00	101,874.53	1,419,602.30	72.21	546,293.70
REVENUES OVER/(UNDER)	EXPENDITURES	168.00	57,711.02	155,753.92	710.67	( 155,585.92)
OTHER SOURCES (USES)		0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)		168.00	57,711.02	155,753.92	710.67	( 155,585.92)

FINANCIAL STATEMENT

AS OF: JULY 31ST, 2015

18 -MUNICIPAL GOLF COURSE

FINANCIAL SUMMARY

83.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY						
	09-MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
	31-FEES AND DUES	165,700.00	15,137.75	132,301.08	79.84	33,398.92
	TOTAL REVENUES	165,700.00	15,137.75	132,301.08	79.84	33,398.92
EXPENDITURE SUMMARY						
	MUNICIPAL GOLF COURSE	167,280.00	22,066.01	204,391.84	122.19	( 37,111.84)
	TOTAL EXPENDITURES	167,280.00	22,066.01	204,391.84	122.19	( 37,111.84)
	REVENUES OVER/(UNDER) EXPENDITURES	( 1,580.00)	( 6,928.26)	( 72,090.76)	562.71	70,510.76
	OTHER SOURCES (USES)	0.00	0.00	0.00	0.00	0.00
	REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	( 1,580.00)	( 6,928.26)	( 72,090.76)	562.71	70,510.76



**City of Lamesa**  
**Balance Sheet Summary**  
**As of : July 31, 2015**

**General Fund (1)**

Assets	\$	2,910,134.76
Liabilities	\$	675,775.70

**Water & Wastewater Fund (2)**

Assets	\$	17,636,841.95
Liabilities	\$	14,335,621.65

**Solid Waste Fund (3)**

Assets	\$	3,657,765.07
Liabilities	\$	1,573,296.08

**Golf Course Fund (18)**

Assets	\$	86,451.07
Liabilities	\$	152,847.32

## BALANCE SHEET

AS OF: JULY 31ST, 2015

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
01-1001	CASH IN BANK	1,833,747.88
01-1002	PETTY CASH	0.00
01-1003	RETURNED CHECKS	4,044.68
01-1004	TAXES RECEIVABLE-DELIQUENT	113,661.13
01-1005	TAXES RECEIVABLE CURRENT	79,735.74
01-1006	PROV. FOR UNCOLLECT TAXES	( 37,429.27)
01-1007	MISC ACCT. RECEIVABLE	880.35
01-1008	PROV. UNCOLLEC. ACCT/REC	( 184.11)
01-1009	PAVING LEIN RECEIVABLE	116,147.00
01-1010	UNCOLLECTABLE PAVING LEIN	( 52,266.00)
01-1011	A/R LUBBOCK TASK FORCE	0.00
01-1012	A/R TNRCC	0.00
01-1013	OFFICE SUPPLIES INVENTORY	14,694.69
01-1014	DUE FROM DAWSON COUNTY	0.40
01-1015	CASH IN BANK - PAYROLL	0.00
01-1016	DUE FROM DEBT SERVICE	0.00
01-1017	FUEL TAX C.D.	0.00
01-1018	DUE TO/FROM 1997 TAN	0.00
01-1019	DUE TO/FROM SOLID WASTE FUND	0.00
01-1020	DUE FROM INVESTMENT FUND	850,411.17
01-1021	CAPITAL EQUIPMENT RESERVE	0.00
01-1022	BUILDING & COMPUTER RESERVE	0.00
01-1023	DUE FROM FIRE DEPT. GRANTS	0.00
01-1024	DUE FROM JUSTICE GRANT	0.00
01-1025	DUE TO/ FROM STATE AGENCY	0.00
01-1026	DUE FROM OTHER GOVERNMENTS	0.00
01-1027	DUE TO/FROM CAPITAL PROJECT	0.00
01-1028	SALES TAX RECEIVABLE	5,531.23
01-1029	DUE TO/FROM DEBT SERVICE	0.00
01-1030	DUE FROM MOTEL TAX FUND	0.00
01-1031	DUE TO/FROM SPECIAL REV. FUND	0.00
01-1032	DUE FROM INVESTMENT-CIVIC CTR.	0.00
01-1033	ACCOUNTS RECEIVABLE	0.00
01-1034	SALES TAX REC./TX COMPTROLLER	( 49,402.00)
01-1040	TAN I&S RESERVE	0.00
01-1044	CIP - F PARK LIGHT PROJECT	0.25
01-1045	CITY OF LAMESA - CFS FESTIVAL	8,084.27
01-1046	CRIME LINE	2,457.00
01-1050	DUE TO/FROM RISK MGMT & SAFE	0.00
01-1055	DUE FROM INVESTMENT FUND	0.00
01-1060	DUE FROM ECONOMIC DEVELO	20,020.35
01-1070	DUE FROM FORFEITED TRUST	0.00
01-1071	DUE FROM WWF-LAND PURCHASE	0.00
01-1072	DUE TO/FROM GOLF COURSE	0.00
01-1080	D.A.R.E.	0.00
01-1085	DUE FROM HOUSING AUTHORITY	0.00
01-1090	XFER FOR RETIREMENT/C.O.'	0.00
01-1095	DUE FROM LEAP	0.00

2,910,134.76

TOTAL ASSETS

2,910,134.76

## BALANCE SHEET

AS OF: JULY 31ST, 2015

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>LIABILITIES</b>		
=====		
01-2013	PAVING LIEN REFUND PAYABLE	0.00
01-2014	SALES TAX PAYABLE	0.00
01-2015	VOUCHERS PAYABLE	370,104.84
01-2016	COMMUNITY BLDG.DEPOSITS	17,864.50
01-2017	REFUND OF CASH DEPOSITS	641.00
01-2018	WAGES PAYABLE	0.00
01-2019	GROUP INSURANCE PAYABLE	0.00
01-2020	WITHHOLDING TAX PAYABLE	4,124.00
01-2021	SOCIAL SECURITY PAYABLE	5,998.00
01-2022	T.M.R.S. PAYABLE	7,524.91
01-2023	AUTO ALLOWANCE PAYABLE	0.00
01-2024	BONDS	0.00
01-2025	DEDUCTIONS PAYABLE	5,384.77
01-2026	WORKERS COMPENSATION	0.00
01-2027	AIRPORT	0.00
01-2028	OPTIONAL LIFE PAYABLE	0.00
01-2029	DUE TO SWMF	0.00
01-2030	GOVERNOR'S TAX PAYABLE	0.00
01-2031	TRANS.FOR RET.BONDS	0.00
01-2032	DUE TO STATE AGENCY	0.00
01-2033	C.D.B.G.	0.00
01-2034	DUE TO LAMESA HOUSING	0.00
01-2035	TRANS. FROM DEVELOP. FUND	0.00
01-2036	TEEN COURT ADMIN FEE	660.00
01-2037	DUE TO RISK MGT & SAFETY	0.00
01-2038	DUE TO/FROM WATER FUND	0.00
01-2039	WARRANTS PAYABLE	0.00
01-2040	UNITED FUND	46.00
01-2041	SALES TX DUE TO LEDC -TX COMPT	( 8,234.00)
01-2042	DUE TO LEAP -SALES TAX	( 8,234.00)
01-2045	PROV. FOR COMP.ABSENCES	( 0.13)
01-2048	1992 C O DEBT-PRINCIPAL	0.00
01-2049	1992 C.O. DEBT	0.00
01-2050	ICMA-RC PAYABLE	0.00
01-2051	COURT BONDS PAYABLE	0.00
01-2052	COURT BUILDING SECURITY FUND	11,225.45
01-2053	COURT TECHNOLOGY FEE	6,561.48
01-2055	TAN I&S PRINCIPAL	0.00
01-2056	TAN I&S INTEREST	0.00
01-2070	GROUP INS. PRE-TAX	0.00
01-2075	EMPLOYEE REIMB. SICK LEAVE	0.00
01-2080	DEFERRED REVENUE-PAVING	0.00
01-2081	DEFERRED REVENUE-TAXES	155,967.62
01-2082	DEFERRED REVENUE-MISC. POLICE	( 0.14)
01-2083	DEFERRED REVENUE REVITAL GRANT	0.00
01-2084	DEFERRED REVENUE- CIVIC CENTER	0.00
01-2085	AFLAC PRE-TAX	1,689.26
01-2086	DEFERRED REV.-POLICE DONATIONS	1,811.89
01-2087	DEFERRED REV.-COURTHOUSE PROJ.	0.00

## BALANCE SHEET

AS OF: JULY 31ST, 2015

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-2088	DEFERRED REVENUE-SWAT DONATION	696.00
01-2089	DEFERRED REVENUE/FIRE PROTECTI	0.00
01-2090	AFLAC POST TAX	( 14.11)
01-2091	DEFERRED REV.-L.I.S.D. BUYMONE	3,786.50
01-2092	AIR MED CARE	0.00
01-2094	NEW YORK LIFE INS. PAYABLE	( 595.10)
01-2095	VISION INS. PAYABLE	440.65
01-2096	EMPLOYEE LEGAL SERV. PAYABLE	0.00
01-2097	WORK BOOTS PAYABLE	( 1,595.66)
01-2098	DEFERRED REV. - SPORTS COMPLEX	63,881.00
01-2099	JAE FITNESS PAYABLE	( 745.03)
01-2150	ACCRUED PAYABLES	0.00
01-2160	ACCRUED PAYROLL LIABILITY	36,786.00
01-2999	PROFIT & LOSS	0.00
	TOTAL LIABILITIES	675,775.70
EQUITY		
=====		
01-3001	FUND BALANCE	1,656,704.15
01-3002	RESERVE-CAPITAL EQUIPMENT	0.00
01-3003	RESERVE-BUILDING & COMPUTER	0.00
01-3010	C.O. INTEREST	0.00
01-3011	C.O. PRINCIPAL	0.00
01-3012	TAN INTEREST	0.00
01-3013	TAN PRINCIPAL	0.00
01-3014	OTHER PRINCIPAL	0.00
01-3015	OTHER INTEREST	0.00
	TOTAL BEGINNING EQUITY	1,656,704.15
	TOTAL REVENUE	3,447,965.86
	TOTAL EXPENSES	2,870,310.95
	TOTAL REVENUE OVER/(UNDER) EXPENSES	577,654.91
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	2,234,359.06
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	2,910,134.76
		=====

BALANCE SHEET

AS OF: JULY 31ST, 2015

02 -WATER & WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
*****		
02-1001	CASH IN BANK	( 386,176.54)
02-1002	CASH IN DRAWER	0.00
02-1003	DUE FROM INVESTMENTS/WATER DEP	28,716.48
02-1004	CAPITAL EQUIPMENT RESERVE	141,137.21
02-1005	W.S.G. CHGS. RECEIVABLE	153,942.00
02-10051	REFUNDS PAYABLE	( 582.89)
02-10052	UTILITY A/R SUSPENSE	0.00
02-10053	UNAPPLIED US REVENUE	( 26,095.92)
02-10054	US GL RECON REPORT	0.00
02-1006	PROV.FOR UNCOLLECT. ACCTS	( 12,350.21)
02-1007	INVENTORY SUPPLIES	254,850.69
02-1008	WW. TRMT PLNT .RES.INVESTMENTS	286,744.75
02-1009	UTILITY SYSTEM IMPROV RESERVE	0.00
02-1010	UNAMORTIZED TAN ISSUE COSTS	0.00
02-1011	AMORT.OF DISC. & PREMIUMS	0.00
02-1012	WATER SYSTEM LAND	33,460.47
02-1013	WATER RIGHTS PURCHASED	6,680,247.00
02-1014	WALKS, DRIVES & FENCES	6,472.20
02-1015	BUILDINGS	222,962.45
02-1016	WELLS & WELL HOUSES	760,944.63
02-1017	BOOSTER STAT. AND STORAGE	1,258,866.72
02-1018	WATER LINES,VALVES & FITT	2,825,613.19
02-1019	WATER TAPS AND METERS	2,254,225.62
02-1020	AUTOMOTIVE & MISC.EQUIP.	2,185,011.59
02-1021	FIRE HYDRANTS	67,134.14
02-1022	WATER SYST. DEPRECIATION	( 8,687,146.00)
02-1023	SEWER SYSTEM-LAND & LAGOO	95,540.50
02-1024	SEWAGE LIFT STATIONS	672,855.55
02-1025	DISPOSAL PLANT	359,628.45
02-1026	SEWER LINES	1,114,377.03
02-1027	SEWER SYS. DEPRECIATION	( 1,246,569.00)
02-1028	DUE TO/FROM SOLID WASTE	0.00
02-1029	ELECTRICAL INVENTORY	0.00
02-1030	WW LIFTSTATION/LUBBOCK HWY.	0.00
02-1031	ACCOUNTS REC. - TRRA	0.00
02-1032	06 TAN ISSUANCE COSTS	0.24
02-1033	06 TAN AMORTIZATION	0.00
02-1035	DUE FROM TCDF GRANT	0.00
02-1036	DUE FROM INV. FUND-TX NOTE 06	17,673.47
02-1037	DUE TO INVESTMENT - WTR. TOWER	381,222.92
02-1039	WATER TREATMENT PLANT	6,826,216.77
02-1040	WW TRMT PLANT RES.	0.00
02-1050	CASH IN BANK-TRMT PLANT	851.75
02-1060	CIP - NEW WATER WELL PROJECT	527.77
02-1065	CIP - LUBBOCK HWY LIFTSTATION	0.16
02-1070	CIP - ELEVATED STORAGE TANK	1,032,942.24
02-1075	CIP - WATER MAIN IMP, HWY 87	333,596.52

17,636,841.95

TOTAL ASSETS

17,636,841.95

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## BALANCE SHEET

AS OF: JULY 31ST, 2015

02 -WATER &amp; WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>LIABILITIES</b>		
*****		
02-2010	DUE TO LAMESA EDC	0.00
02-2013		0.00
02-2025	REVENUE RECOVERY LIABILITY	( 236.77)
02-2026	REVENUE RECOVERY FEES	1,219.45
02-2027	UNDEPOSITED METER DEPOSIT	0.00
02-2028	WATER DEPOSITS	249,037.98
02-2029	T.M.R.S. PAYABLE	0.00
02-2030	F.I.C.A. PAYABLE	753.00
02-2031	VOUCHERS PAYABLE	0.00
02-2032	BONDS PAYABLE-PRISON	0.00
02-2033	CONTRIBUTED BY DEVELOPERS	255,845.00
02-2034	CONTRIBUTED BY U.S. GOV'T	236,875.39
02-2035	RES.RETIRE.OF BONDS & INT	0.00
02-2036	EARNED SURPLUS INVESTED	0.00
02-2037	EARNED SURPLUS UNAPPROPR.	0.00
02-2038	INT. ON B.F. INVESTMENT	0.00
02-2039	TRANS. FOR RET. OF BONDS	0.00
02-2040	OPERATING TRANSFER	0.00
02-2041	BOND INTEREST EXPENSE	0.00
02-2042	HANDLING FEES	0.00
02-2043	CAPITAL PROJECT FUNDS	440,420.21
02-2045	PROV.COMPENSATED ABSENCES	41,490.02
02-2046	DUE TO/FROM GENERAL FUND	0.00
02-2047	DUE TO SOLID WASTE	0.00
02-2048	DUE TO RISK MGT & SAFETY	0.00
02-2049	1992 C.O. DEBT NON CURRENT	0.00
02-2050	NOTE PAYABLE- 2006 TAX NOTES	0.00
02-2051	NOTE PAYABLE-CAT FINANCE	0.00
02-2052	LEASE PAYABLE-AAIG (NON-CURRENT)	569,068.78
02-2053	NOTES PAYABLE-WSB (NONCURREN).	( 0.40)
02-2054	BONDS PAYABLE - USDA	4,561,000.00
02-2055	CONTRIBUTED CAPITAL-TCDF	864,400.00
02-2056	CONTRIBUTED CAPITAL-TDCJ	133,567.10
02-2057	DUE TO G/F - LAND PURCHASE	0.00
02-2058	DUE TO SWMF - LAND PURCHASE	75,000.00
02-2059	DUE TO CAP. PROJ.-LAND PURCHAS	0.00
02-2060	AFLAC PRE-TAX	0.00
02-2061	DUE TO/FROM GOLF COURSE FUND	0.00
02-2070	GROUP INS. PRE-TAX	0.00
02-2085	AFLAC PRE-TAX	0.00
02-2090	AFLAC POST TAX	0.00
02-2095	VISION INS. PAYABLE	0.42
02-2160	ACCRUED PAYROLL LIABILITY	12,774.00
02-2900	CURRENT PORTION 91 C.O.'S	0.00
02-2901	CURRENT PORTION - USDA	70,000.00
02-2902	CURRENT PORTION-2006 TAN	0.00
02-2903	CURRENT PORTION-CAT FINANCE	0.00
02-2904	LEASE PAYABLE-AAIG (CURRENT)	163,902.00
02-2905	NOTES PAYABLE-WSB (CURRENT)	( 0.33)

## BALANCE SHEET

AS OF: JULY 31ST, 2015

02 -WATER &amp; WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
02-2906	NOTES PAYABLE-SOUTH PLAINS COM	0.00
02-2909	TAX NOTE 2013 - ST	97,000.00
02-2910	TAX NOTE 2013 L-T	512,000.00
02-2911	CURRENT PORTION COMP ABSE	11,701.80
02-2912	TAX NOTE 2013-A L-T	747,000.00
02-2913	TAX NOTE 2013A - S-T	142,000.00
02-2914	TAX NOTE 2014 L-T	401,605.00
02-2915	TAX NOTE 2014 S-T	0.00
02-2920	DEFERRED REV-LIFTSTATION PROJ.	0.00
02-2925	CONJ. USE SERIES 2011-NONCURRE	1,564,289.00
02-2926	CONJ USE SERIES 2011-CURRENT	68,324.00
02-2927	REFUNDING 2010 - NON CURRENT	84,357.00
02-2928	REFUNDING SERIES 2010-CURRENT	16,279.00
02-2929	RECLAMATION 2010 - NON CURRENT	331,408.00
02-2930	RECLAMATION 2010 - CURRENT	79,299.00
02-2931	GROUNDWATER 2009-NON CURRENT	362,949.00
02-2932	GROUNDWATER 2009 - CURRENT	18,485.00
02-2933	GROUNDWATER 2008 - NONCURRENT	731,762.00
02-2934	GROUNDWATER 2009 - CURRENT	46,767.00
02-2935	GROUNDWATER 2005-NONCURRENT	395,107.00
02-2936	GROUNDWATER 2005 - CURRENT	88,972.00
02-2937	GROUNDWATER 2012-NONCURRENT	946,964.00
02-2938	GROUNDWATER 2012-CURRENT	14,237.00
02-2999	PROFIT & LOSS	0.00
	TOTAL LIABILITIES	14,335,621.65
EQUITY		
=====		
02-3001	FUND BALANCE	3,442,124.35
02-3002	RESERVE-UTILITY SYSTEM IMPROV	0.00
02-3010	C.O. INTEREST	0.00
02-3012	TAN INTEREST	0.00
	TOTAL BEGINNING EQUITY	3,442,124.35
	TOTAL REVENUE	3,328,496.38
	TOTAL EXPENSES	3,469,400.43
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 140,904.05)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	3,301,220.30
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	17,636,841.95

=====

## BALANCE SHEET

AS OF: JULY 31ST, 2015

03 -SOLID WASTE ENTERPRISE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
03-1001	CASH IN BANK	374,650.38
03-1002	CASH IN BANK - DEBT SERVICE	0.00
03-1003	CASH IN BANK - CAPITAL RESERVE	0.00
03-1004	DUE FROM GENERAL FUND	0.00
03-1005	DUE FROM WASTEWATER	0.00
03-1006	DUE FROM WWF- LAND PURCHASE	75,000.00
03-1007	DUE FROM INVESTMENTS-DEBT SERV	0.00
03-1008	DUE FROM INV.-CAPITAL RESERVE	115,672.43
03-1010	UNAMORTIZED TAN ISSUE COSTS	0.00
03-1011	GARBAGE CHG. RECEIVABLE	75,808.33
03-1012	UNCOLLECTIBLE GARB.CHGS.	( 9,862.99)
03-1013	GRANT PROCEEDS RECEIVABLE	0.00
03-1014	LAND	143,957.00
03-1015	BUILDINGS	2,304,363.61
03-1019	AUTOMOTIVE & MISC.EQUIP.	4,301,082.77
03-1020	DUE FROM INVESTMENT FUND	0.00
03-1021	CAPITAL EQUIPMENT RESERVE	44,442.06
03-1022	POST CLOSURE RESERVE	605,300.58
03-1023	ENVIROMENTAL OPER CENTER RES	0.00
03-1024	RESERVE FOR TAN I&S	0.00
03-1027	05 TAN ISSUANCE COSTS	0.00
03-1028	ACCUM. AMORT-ISSUANCE COSTS	( 0.27)
03-1030	CTP - NEW LANDFILL CELL #4	( 0.45)
03-1050	ACCUMULATED DEPRECIATION	( 4,372,648.38)

3,657,765.07

TOTAL ASSETS

3,657,765.07

**LIABILITIES**

=====		
03-2010	DUE TO/FROM GENERAL FUND	0.00
03-2013		0.00
03-2020	DUE TO/FROM WASTE WATER	0.00
03-2021	POSTCLOSURE RESERVE	0.00
03-2022	DUE TO RISK MGT & SAFETY	0.00
03-2030	CONTRIBUTED CAPITAL - SCALE	41,191.00
03-2040	TAN INTEREST EXPENSE	0.00
03-2041	BOND INTEREST EXPENSE	0.00
03-2042	LOSS ON EQUIPMENT	0.00
03-2044	CUR.PROV FOR COMP.ABSENCE	5,522.47
03-2045	PROV-COMPENSATED ABSENCE	19,578.84
03-2049	1992 C.O. DEBT NON-CURRENT	0.00
03-2050	N/P - CATEPILLAR (DOZER)	( 0.25)
03-2051	EST.LIAB.LANDFILL CLOSURE	493,535.18
03-2052	OUTSOURCE LEASE-MAD VAC S-T	0.00
03-2053	CATEPILLAR LEASE - S-T	0.15
03-2054	2005 TAX NOTE -CURRENT PORTION	0.00
03-2055	N/P CATERPILLAR (BULLDOZER)	( 0.31)
03-2056	TAN I&S INTEREST	0.00

## BALANCE SHEET

AS OF: JULY 31ST, 2015

03 -SOLID WASTE ENTERPRISE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
03-2060	AFLAC PRE-TAX	0.00	
03-2065	N/P KSB - GARBAGE TRUCK	0.00	
03-2070	GROUP INS. PRE-TAX	0.00	
03-2085	AFLAC PRE-TAX	0.00	
03-2090	AFLAC POST TAX	0.00	
03-2095	VISION INS. PAYABLE	0.00	
03-2096	N/P-CATERPILLAR 930H - LT	68,959.00	
03-2097	N/P - CATERPILLAR 930H - ST	21,576.00	
03-2098	N/P CATERPILLAR (BACKHOE) ST	45,375.00	
03-2160	ACCRUED PAYROLL LIABILITY	7,998.00	
03-2165	N/P MACK TRUCK W/ SIDELOAD -LT	80,732.00	
03-2166	N/P MACK TRUCK W/ SIDELOAD -ST	38,087.00	
03-2901	CURRENT PORTION 92 C.O.'S	24,875.00	
03-2902	CURRENT PORTION-1997 TAN	52,767.00	
03-2903	OUTSOURCE LEASE- MAD VAC L-T	0.00	
03-2904	CATERPILLAR LEASE - L-T	0.00	
03-2905	2005 TAX NOTE (LT)	0.00	
03-2910	TAX NOTE 2012 - LT	544,400.00	
03-2911	TAX NOTE 2012 - ST	128,700.00	
	TOTAL LIABILITIES		1,573,296.08
EQUITY			
=====			
03-3001	FUND BALANCE	1,821,486.89	
03-3002	INVESTMENT IN PROPERTY	0.00	
03-3003	UNRESERVED FUND BALANCE	0.00	
03-3004	POSTCLOSURE RESERVE	107,228.18	
03-3005	RESERVE ENVIROMENTAL OPER CNTR	0.00	
03-3010	C.O. INTEREST	0.00	
03-3012	TAN INTEREST	0.00	
	TOTAL BEGINNING EQUITY	1,928,715.07	
	TOTAL REVENUE	1,575,356.22	
	TOTAL EXPENSES	1,419,602.30	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	155,753.92	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		2,084,468.99
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		3,657,765.07
=====			

## BALANCE SHEET

AS OF: JULY 31ST, 2015

18 -MUNICIPAL GOLF COURSE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
18-1001	CASH	( 95,514.83)	
18-1005	GOLF FEES RECEIVABLE	23,494.50	
18-1020	LAND IMPROVEMENTS	79,362.32	
18-1021	EQUIPMENT	169,603.08	
18-1022	DEPRECIATION	( 102,637.00)	
18-1023	BUILDINGS & IMPROVEMENTS	12,143.00	
18-1028	SALES TAX RECEIVABLE	0.00	
18-1030	DUE TO/FROM WATER FUND	0.00	
			86,451.07
	TOTAL ASSETS		86,451.07
			=====
<b>LIABILITIES</b>			
=====			
18-2010	DUE TO/FROM GENERAL FUND	0.00	
18-2013	NOTES PAYABLE-OUTSORCE/CURR.	0.00	
18-2014	SALES TAX PAYABLE	0.00	
18-2015	NOTE PAYABLE-WELL FARGO-CURREN	0.00	
18-2016	DUE TO RISK MGMT.	96,624.00	
18-2017	NOTES PAYABLE	0.00	
18-2018	NOTES PAYABLE - OUTSOURCE	0.00	
18-2044	COMP. ABSENCES - CURRENT	2,213.21	
18-2045	COMP. ABSENCES - LONG TERM	7,845.11	
18-2160	ACCRUED PAYROLL LIABILITY	1,832.00	
18-2902	RANGE BALL SERVER -ST PORTION	8,975.00	
18-2903	PNC GOLF CAR LEASE - LT	16,115.00	
18-2904	PNC GOLF CAR LEASE - ST	9,668.00	
18-2906	RANGE BALL SERVER- LT PORTION	9,575.00	
	TOTAL LIABILITIES		152,847.32
<b>EQUITY</b>			
=====			
18-3001	FUND BALANCE	5,694.51	
	TOTAL BEGINNING EQUITY	5,694.51	
	TOTAL REVENUE	132,301.08	
	TOTAL EXPENSES	204,391.84	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 72,090.76)	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	( 66,396.25)	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		86,451.07
			=====

# ***City Council Agenda***

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 6**

**SUBJECT: EMPLOYEE ASSISTANCE PROGRAM (EAP) AGREEMENT WITH TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER**

**PROCEEDING:**

**SUBMITTED BY:** Irma Ramirez, Personnel Director

**EXHIBITS:** Texas Tech University Health Sciences Center - EAP Contract

**AUTHORITY:**

## **SUMMARY STATEMENT**

Consider approving an agreement with Texas Tech University Health Sciences Center to provide an Employee Assistance Program (EAP) to benefit City employees and volunteer firefighters. This is a renewal of an existing contract.

## **COUNCIL ACTION**

Motion by Council Member \_\_\_\_\_ to approve Item 5. Motion seconded by Council Member \_\_\_\_\_ and upon being put to a vote the motion \_\_\_\_\_.

**VOTING:** "AYE" \_\_\_\_\_ "NAY" \_\_\_\_\_ "ABSTAIN" \_\_\_\_\_

## **CITY MANAGER'S MEMORANDUM**

Irma Ramirez, Personnel Director will provide an overview of the program's design with City Council.

**ARTICLE VII  
VENUE**

This agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas. Venue will be in accordance with the Texas Civil Practices and Remedies Code and any amendments thereto.

**ARTICLE VIII  
AMENDMENT**

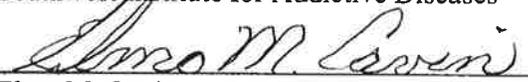
This agreement may be amended in writing to include any provisions that are agreed to by the contracting parties.

IN WITNESS WHEREOF, the undersigned parties bind themselves to the faithful performance of this agreement.

City of Lamesa

Texas Tech University Health Sciences Center  
Southwest Institute for Addictive Diseases

\_\_\_\_\_  
Shawna Burkhart  
City Manager

  
\_\_\_\_\_  
Elmo M. Cavin  
Executive Vice President

Date: \_\_\_\_\_

Date: 8/5/2015

## PROFESSIONAL SERVICES AGREEMENT

This agreement is made by and between the "City of Lamesa" and Texas Tech University Health Sciences Center, Department of Psychiatry, through the Southwest Institute for Addictive Diseases, hereinafter called "TTUHSC," witnesseth:

### ARTICLE I SERVICES TO BE PROVIDED

Whereas the City of Lamesa desires to provide an Employee Assistance Program (EAP) to benefit its employees and volunteer firefighters and TTUHSC desires to deliver such professional services, the two parties agree as set forth below:

1. TTUHSC agrees to provide EAP services in the form of initial assessment, short term counseling, and referral interviews up to a maximum of eight (8) sessions per covered individual per year. Should a covered individual seek and obtain treatment and/or counseling beyond the maximum of eight (8) sessions from any other source recommended by TTUHSC, the City of Lamesa is responsible to inform the individual that it is his/her responsibility to pay all costs for additional treatment and/or counseling.
2. TTUHSC agrees to provide EAP services to members of the immediate family of individuals covered under this contract without receiving any additional compensation. Such services to a covered individual's family members shall be provided within the maximum of sessions (eight) specified in number one (#1) above. Immediate family member is defined as spouse, child, parents, siblings, or any other dependent living in the same household with the covered individual. The City of Lamesa is responsible to determine who is eligible for services under this program.
3. TTUHSC agrees to provide a 24-hour Helpline and a 1-800 number to all employees of the City of Lamesa and their family members.
4. TTUHSC agrees to provide intervention and crisis counseling services including critical incident stress de-briefing sessions when requested by the City of Lamesa.
5. TTUHSC agrees to provide EAP orientations, when requested, to employees and volunteer firefighters of the City of Lamesa and to provide training for supervisors to perform their role within the EAP on an as-needed basis.
6. TTUHSC agrees to provide educational seminars and preventative services (e.g., stress management, effective communication, and healthy relationships) to the City of Lamesa when requested. These educational seminars and preventative services will be provided at no additional cost to the City of Lamesa.
7. TTUHSC agrees to provide supervisor training and consultation services to the City of Lamesa when requested. This would also include organizational and management consultations. These supervisory and management training seminars and consultations will be provided at no additional cost to the City of Lamesa.

8. The City of Lamesa agrees to designate someone to work with the EAP Director to publicize EAP services, plan health promotion activities and training seminars, and evaluate services.
9. TTUHSC agrees to provide brochures and posters to the City of Lamesa for purposes of publicizing the EAP program.
10. Employees are responsible for notifying and arranging time off with their supervisor if they must enter treatment programs (in-patient and out-patient). TTUHSC agrees to work with the employee's supervisor in arranging for a smooth and positive re-entry into the work environment (in accordance with the Family and Medical Leave Act of 1993) and as an advocate for those employees who have been off the job in order to receive treatment. TTUHSC will assume the advocacy role only when the employee has given written consent or in the event of a mandatory referral by the supervisor related to poor job performance.
11. TTUHSC agrees to provide frequent consultations with the management of the City of Lamesa regarding employees referred to in-patient and out-patient treatment settings only when employees have given written consent.
12. TTUHSC agrees to provide follow-up services and make assessments of a troubled employee's progress for up to one year after initial intake when the employee has given written consent. Such follow-up will not be counted against the eight (8) visits offered under the contract.
13. TTUHSC agrees to provide the City of Lamesa with quarterly and annual utilization statistical reports for management review.
14. TTUHSC agrees to assist the City of Lamesa in educating all employees to meet the requirements of the Drug-Free Work Place Act.
15. It is agreed by both parties that in order to protect the confidentiality of employees of the City of Lamesa, names and other information that may identify specific employees or family members who have used the service shall not be included in quarterly or annual statistical utilization reports. Both parties hereto recognize that information that is confidential under the Texas Open Records Act may not be released except pursuant to an Attorney General decision or court order.

## ARTICLE II COMPENSATION

The City of Lamesa agrees to a payment rate of **\$22.40** per covered individual per 12-month period. This rate shall be based on the total number of individuals covered by this contract with the City of Lamesa which is **113** as of date of execution of this agreement. The estimated total payment rate for this number of individuals is **\$2,531.20** per year. This number is subject to quarterly review and may be renegotiated by the parties to this agreement in the event of significant changes in the employment census at the City of Lamesa or in the event that TTUHSC can document that services are being utilized at a rate exceeding the annual payment amount.

Payments to TTUHSC shall be made quarterly (\$632.80 each installment). TTUHSC shall send a quarterly statement of charges to the City of Lamesa. Payments shall be remitted within 30 days of receipt of statement and should be made to Texas Tech University Health Sciences Center, Department of Psychiatry, 3601 4<sup>th</sup> Street – STOP 8103, Lubbock, TX 79430, Attention: Alan Korinek, Ph.D. All payments required to be made by either party to this Agreement shall be made from current revenues available to the paying party.

Neither party to this agreement will bill these services to a third party insurer.

### **ARTICLE III TERM AND TERMINATION**

This contract shall become effective on September 1, 2015 and shall end on August 31, 2016 unless previously terminated pursuant to this article (Article III) or extended by mutual agreement in writing prior to date of expiration.

Either party may terminate this contract at any time with or without cause by giving the other party thirty (30) days written notice of termination. This agreement shall terminate immediately upon nonpayment. The City of Lamesa is responsible to notify employees and volunteer firefighters that services are no longer available.

### **ARTICLE IV INDEPENDENT CONTRACTOR STATUS**

Nothing in this agreement is intended nor shall be construed to create an employer/employee relationship between the contracting parties. TTUHSC shall be deemed at all times to be an independent contractor. The sole interest and responsibility of the parties is to perform the services covered by this agreement in a competent, efficient, and satisfactory manner. In carrying out the terms of this contract, TTUHSC shall select its own employees and such employees shall be and act under the control of their employer.

### **ARTICLE V SEVERABILITY**

If any term or provision of this agreement is held to be invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this agreement provided that any invalid provisions are not material to the overall purpose and operation of this agreement. The remaining provisions of this agreement shall remain in full force and shall in no way be affected, impaired, or invalidated.

### **ARTICLE VI ASSIGNMENT**

Neither party shall have the right to assign or transfer their rights to any third parties under this agreement.

# ***City Council Agenda***

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 7**

SUBJECT: **PERSONNEL POLICY AMENDMENTS**  
PROCEEDING: Resolution  
SUBMITTED BY: Irma Ramirez, Personnel Director  
EXHIBITS: Resolution and Policy Amendments  
AUTHORITY:

## **SUMMARY STATEMENT**

Consider passing a resolution approving amendments to the Personnel Policy of the City of Lamesa.

## **COUNCIL ACTION**

Motion by Council Member \_\_\_\_\_ to approve Item 5. Motion seconded by Council Member \_\_\_\_\_ and upon being put to a vote the motion \_\_\_\_\_.

**VOTING:** "AYE" \_\_\_\_\_ "NAY" \_\_\_\_\_ "ABSTAIN" \_\_\_\_\_

## **CITY MANAGER'S MEMORANDUM**

Irma Ramirez, Personnel Director will provide an overview of the program's design with City Council.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS AMENDING THE PERSONNEL POLICY OF THE CITY OF LAMESA.**

On this the 25<sup>th</sup> day of August, 2015, there came on and was held at the regular meeting place, City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act (Art. 6252-17); there being a quorum present and acting throughout the meeting, the following resolution was formally submitted by motion and duly seconded for the consideration and action of the meeting, to-wit:

**WHEREAS**, the City Council of the City of Lamesa desires to amend the Personnel Policy of the City of Lamesa with respect to certain changes to the policy; and

**WHEREAS**, the City Council of the City of Lamesa finds that it is necessary and in the best interest of the City of Lamesa to pass a resolution effecting said amendments;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS:**

That the Personnel Policy of the City of Lamesa shall be amended to include Section 7.008.002 and Section 3.01.02a contained in "Exhibit A" attached to this resolution and that all changes so enacted shall become effective immediately upon passage of said resolution and that all employees of the City of Lamesa shall be governed by said amendments from this date forward.

Upon being put to a vote, the resolution was Passed, Approved, and Adopted this 25<sup>th</sup> day of August, 2015 by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the resolution book thereafter.

ATTEST:

\_\_\_\_\_  
Shawna D. Burkhart  
City Manager

APPROVED:

\_\_\_\_\_  
Dave Nix  
Mayor

## SECTION ONE: REQUISITION AND RECRUITMENT

### 3:01.01. JOB REQUISITIONS

#### A. Determination of Staffing Needs.

Department Heads will be responsible for determination of departmental staffing needs. Efforts will be made to assess future staffing needs based upon anticipated workloads and normal instances of employee turnover in order to give sufficient time for recruitment, selection, and appointment of new employees.

- (1) City position(s) left vacant for any reason for more than 90 days may be filled by the department head as he/she deems necessary, upon approval of city manager, to maintain the efficient level of services for the City of Lamesa

#### B. Requisition Procedure.

Upon determination of a staffing need, the department head should submit a requisition on a prescribed form to the personnel department.

#### C. Approval Required.

Approval by the city manager is required before any action is taken by the department head to fill any position.

### 3:01.02. RECRUITMENT

Every reasonable effort will be made to publicize job openings so that all interested persons including qualified individual(s) with a disability are informed of the opening. All job openings, except those requiring a professional certification for entry, will be filed with the local office of the Texas Employment Commission, and with such other organizations and individuals as the personnel director may deem appropriate.

The city's employment practices prohibit discrimination on the basis of a disability with respect to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.

#### 3:01.02 (A) BACKGROUND CHECKS

City of Lamesa believes that hiring qualified individuals contributes to our overall strategic success. Background checks serve as an important part of the selection process. The information we collect helps the City of Lamesa promote a safe work environment for our current and future employees. Background checks also help us obtain information necessary to determine an applicant's overall employability and to ensure the protection of the City of Lamesa's physical property, proprietary

information and other assets on. The City of Lamesa complies with all applicable federal, state and local laws, including fair employment practices and equal employment opportunity, when conducting background checks.

At the City of Lamesa background checks will be conducted on all job applicants applying for depending on positions. These include positions involving security and financial responsibilities, as well as other positions determined by the City of Lamesa to be sensitive. The City of Lamesa will use a third-party agency to conduct the background checks to verify the accuracy of the information provided by the applicant during the selection process. Information collected by the agency includes past employment, education, character, finances and reputation.

The City of Lamesa will ensure that all background checks are conducted in compliance with all applicable federal and state statutes, such as the Fair Credit Reporting Act and the Americans with Disabilities Act.

The information that can be collected from previous employers and other sources will be limited to that which is job-related and pertains to the quality and quantity of work performed by the applicant and to the applicant's attendance record, education and other lawful, work-related inquiries. The human resource department along with appropriate management personnel will be primarily responsible for the background check process.

#### **(1) Arrest and Conviction records**

The City of Lamesa may check criminal arrest and conviction records and moving traffic violations as part of the applicant selection process. In accord with the Equal Employment Opportunity Commission's current interpretation of Title VII of the Civil Rights Act of 1964, this information cannot be used as a basis for denying employment, unless it is determined to be job-related and consistent with business necessity.

#### **(2) Credit Reports**

The City of Lamesa may collect credit information on applicants consistent with the guidelines set forth by the federal Fair Credit Reporting Act (FCRA). The FCRA requires organizations to obtain a candidate's written authorization before obtaining a credit report. When doing this, the employer must: Certify to the consumer-reporting agency that the employer is in compliance with the FCRA and will not misuse the information it receives. Disclose to the applicant or employee, on a separate form, its plans to obtain a consumer or investigative consumer report and that the information received will be used solely for employment purposes. Inform the individual of his or her right to request additional information on the

nature of the report and the means through which such information may be obtained. Inform the applicant that the report will include information about the individual's character, general reputation and personal characteristics. Provide the individual with a summary of his or her rights under the FCRA. If the results of the credit check are negative, the City of Lamesa will inform the applicant before taking adverse action based on the results, provide the applicant with a Statement of Consumer Rights from the Federal Trade Commission, offer the applicant the opportunity to review a copy of the credit report, and advise the applicant of his or her rights to dispute inaccurate information. Applicants should be granted reasonable time to dispute the information (approximately three to five days).

### **(3)Record-Keeping**

The City of Lamesa assures applicants that all information obtained from the background check process will only be used as part of the employment process and will be kept strictly confidential. The City of Lamesa's human resources will maintain a log that will include the position you are applying for, your name and the date of the background check. Only appropriate human resource personnel at the City of Lamesa will have access to this information. The City of Lamesa complies with all federal and state laws regarding the collection, storing and disposal of applicant information.

## **SECTION TWO: APPLICATION**

### **3:02.01. SUBMISSION OF APPLICATION**

All persons seeking employment will be required to complete, sign, and submit a standard application for employment, except in those administrative and department head positions where a more detailed personal resume may be required.

The application will include only such information relevant to selection on a non-discriminatory basis. Misstatements of material fact, omissions, or any apparent deception or fraud on an application will require rejection of the application or dismissal of the employee.

### **3:02.02. RECORD OF JOB APPLICANTS**

A record will be kept of all job applicants in the order of applications received and will include information as to the applicants sex, ethnic group, position applied for, and the status of the application. All records and applications will be kept on file for at least two years.

## **SECTION THREE: SELECTION**

### **3:03.01. BASIS FOR SELECTION**

**SECTION SIX: WORKER'S COMPENSATION**

**7:06.01. COVERAGE**

Any employee of the City of Lamesa who is injured on the job while in the performance of assigned duties shall be covered and entitled to payment of compensation under the provisions of the Texas Worker's Compensation Act, with the City providing such coverage through an insurance carrier.

**7:06.02. PAYMENT OF BENEFITS**

During the period when the employee is on leave due to injury or occupational disease, such employee's compensation shall consist of weekly benefits payable under the provisions of the Texas Worker's Compensation Act.  
(See 7:01.03.(C).(2). Wage Continuation Benefits)

**7:06.03. FITNESS TO RETURN TO WORK**

The injured employee's fitness to return to work shall be determined under the provisions of the Texas Worker's Compensation Act (Article 8306, Section 12a).

**7:06.04. REPORTING OF ON THE JOB INJURIES**

Any employee who becomes injured while on the job will report any such injury to the immediate supervisor. Supervisor will take such steps as necessary to secure proper first aid or other treatment for the injured employee. The employee's supervisor will also complete an "Supervisors Injury "report" and file it with the personnel director. Supervisors who fail to fill out a report on a prescribed form will be discipline for such action.  
(See 7:01.03.(B) Reporting of On the Job Injuries)

**SECTION SEVEN: CREDIT UNION**

**7:07.01. MEMBERSHIP**

Full-time regular employees of the City of Lamesa may be eligible for membership in the Caprock Federal Credit Union, under rules and conditions set by the credit union.

**7:07.02. PAYROLL DEDUCTIONS FOR CREDIT UNION**

Upon application to the finance director, employees may arrange for payroll deductions to be made for deposit to the employee's credit union savings account and/or for repayment of loans from the credit union.

**SECTION EIGHT: REST BREAKS**

**7:08.01. REST PERIODS PERMITTED**

Duties permitting, office employees will be allowed a fifteen (15) minute rest period during the morning and again in the afternoon. When practicable on the job, outside employees may be permitted a similar rest period. Such rest periods

are not to interfere with normal duties or functions of the office nor will they be cumulative in any respect. Rest breaks are considered a privilege and not a right. Abuse of this privilege may be grounds for disciplinary action. Rest periods will be allowed at discretion of Department Head.

**7.08.01 (a) NURSING MOTHER**

The City provides reasonable break time for an employee to express breast milk for her nursing child for 1 year after the child's birth, each time the employee has need to express the milk. The employer provides a place other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk. Whenever possible, the area contains a clean, safe water source and a sink for washing hands and a rinsing out any needed breast-pumping equipment.

A refrigerator for expressed milk. Expressed milk must be stored in a container clearly labeled with the mother's first and last name, telephone extension, and date. Containers with expressed milk with dates over 7 days old will be removed.

A nursing mother who returns to work full-time may take breaks for lactation purposes. Generally, the amount of time for breaks will be the same as under the break policy. The timing of the break can be altered to best accommodate the nursing mother and her work schedule.

**SECTION NINE: EXTRA PAY**

**7:09.01. AMOUNT AND ELIGIBILITY**

The City Council at its discretion may grant extra pay to employees. The amount of pay and eligibility for such pay will be set at the time it is granted; except that any employee who is on any form of leave of absence without pay, including suspensions, shall not be eligible for extra pay.

**SECTION TEN:EMPLOYEE ASSISTANCE PROGRAM**

**7:10.01. GENERAL POLICY**

The City of Lamesa recognizes that an employee's personal problems not directly associated with the job can have an effect upon the employee's health and/or job performance. These problems may be attributed to medical reasons, such as alcohol or drug dependence, or personal and emotional problems. If these problems interfere with the employee's job performance and the employee is unable to solve the problem without assistance, then it is in the City's interest to help deal with such problems. The Employee Assistance Program will offer appropriate professional services, under guidelines of strict confidentiality, to all employees and their dependents.

**7:10.02. ELIGIBILITY**

All employees of the City of Lamesa and their dependent family members are eligible to participate in the Employee Assistance Program.

**7:10.03. POLICY AND GUIDELINES**

# **City Council Agenda**

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 8**

SUBJECT: **AD VALOREM TAX RATE – 2015**  
PROCEEDING: 1<sup>st</sup> Public Hearing  
SUBMITTED BY: City Staff  
EXHIBITS:  
AUTHORITY: *City Charter – Article V, Taxes and Taxation*  
*State Law; Property Tax Code, Sec.26.05 and 31.05*

### **SUMMARY STATEMENT**

1<sup>ST</sup> Public Hearing on a proposed hearing on a proposed property tax rate of 0.740000 for 2015, This tax rate will raise \$ 1,948,672 which is \$91,715 more than taxes imposed last year.

### **1<sup>st</sup> PUBLIC HEARING**

The Mayor to open the public hearing and announce that the passage of SB18 requires two public hearings. The proposed tax rate for 2015 is 0.740000 which is more than the **0.705171** effective tax rate. The Mayor will ask if anyone desires to speak regarding the above-proposed tax rate.

“FOR”

“AGAINST”

There being no other persons wishing to speak, the public hearing will be adjourned.

### **CITY MANAGER’S MEMORANDUM**

This is the first of two required public hearings. No action is required at this time.

# City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: AUGUST 25, 2015

AGENDA ITEM: 9

SUBJECT: **BUDGET AMENDMENT II**  
PROCEEDING: Ordinance, First Reading  
SUBMITTED BY: City Staff  
EXHIBITS: Ordinance  
AUTHORITY: City Charter

## SUMMARY STATEMENT

Consider amending Ordinance No. O-18-14 on first reading with respect to October 1, 2014-2015 fiscal year budget to appropriate funds for;

	<u>Revenues</u>	<u>Expenditures</u>
Forfeiture Fund (Fund 24)	\$5,000	\$5,000

## COUNCIL ACTION

**DISCUSSION:** \_\_\_\_\_

Motion by Council Member \_\_\_\_\_ to \_\_\_\_\_. Motion seconded by Council Member \_\_\_\_\_ and upon being put to a vote the motion \_\_\_\_\_.

**VOTING:** "AYE" \_\_\_\_\_ "NAY" \_\_\_\_\_ "ABSTAIN" \_\_\_\_\_

## CITY MANAGER'S MEMORANDUM

Recommend passage on 1<sup>st</sup> reading.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF LAMESA, TEXAS, AMENDING  
ORDINANCE NO. 0-18-14 TO APPROPRIATE FUNDS IN THE CITY OF  
LAMESA BUDGET FOR FISCAL YEAR 2014-2015.**

On the 25th day of August, 2015, there came on and was held at the City Hall of the City of Lamesa, Texas, an open meeting of the City Council of the City of Lamesa, Texas, held pursuant to the provisions of the Texas Open Meetings Act (Government Code, Chapter 551). There being a quorum present and acting throughout the meeting, the following ordinance was formally submitted by motion and duly seconded for the consideration and action of the meeting, to-wit:

**WHEREAS**, the City Council desires to amend Ordinance No. 0-18-14 to make certain revisions to the 2014-2015 Budget of the City of Lamesa to authorize and appropriate funds as listed below; and

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

**SECTION 1.** That the City of Lamesa 2014-2015 Budget contained in Ordinance No. 0-18-14 be, and same is hereby, amended to change the amount appropriated for;

	<u>Revenues</u>	<u>Expenditures</u>
Forfeiture Fund (Fund 24)	\$5,000	\$5,000

**SECTION 2.** Effective date: That this Ordinance shall become effective as of this September 12, 2015.

**SECTION 4.** The City Secretary is hereby authorized and directed to cause publication of this Ordinance as provided by law.

Upon being put to a vote, the foregoing ordinance was Passed, on First Reading on August 25, 2015 by a majority vote; and then on September 1, 2015, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act (Government. Code, Chapter 551); there being a quorum present and acting throughout the meeting, the foregoing ordinance was formally submitted by motion and duly seconded for the consideration and action of the meeting, and upon being put to a vote, the foregoing ordinance was Passed on Second and Final Reading and Adopted this September 1, 2015 by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the ordinance book thereafter.

ATTEST:

APPROVED:

\_\_\_\_\_  
Maria Hatchett, TRMC  
City Secretary

\_\_\_\_\_  
Dave Nix  
Mayor

**CITY OF LAMESA  
BUDGET AMENDMENT 2015-02 FOR FY 2014/2015**

**FORFEITURE FUND (FUND 24)**

The City Police Department has received forfeiture funds totaling \$27,777.36 to date. The budget amendment will allow for the purchase of cameras and lenses for crime scene processing and field kits for latent print processing. In addition, physical fitness equipment will be purchased for officer training and conditioning. All proposed expenditures are allowable expenses as defined in Chapter 59 of the Texas Code of Criminal Procedure.

Increase Revenues (Fund 24 Fund Balance)	\$ 5,000.00
Increase Expenditures (24-5501201 – Police Equipment)	\$ 5,000.00

# **City Council Agenda**

*City of Lamesa, Texas*

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 10**

Subject: **BUDGET WORK SESSION IV**  
Proceeding: Discussion and setting of priorities, no final action to be taken  
Submitted by: City Staff  
Exhibits:  
Authority:

### **SUMMARY STATEMENT**

Council to meet with city staff to discuss and set priorities for the 2015-2016 operating budget

### **COUNCIL ACTION**

Discussion and setting of priorities only; no final action to be taken.

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### **CITY MANAGER'S MEMORANDUM**

The City Council and Staff will conduct a work session on the proposed City Budget for the Oct. 2015-2016 fiscal year. This is just a work session and your input on any city project is appreciated. No action is required on this matter.

# ***City Council Agenda***

## ***City of Lamesa, Texas***

**DATE OF MEETING: AUGUST 25, 2015**

**AGENDA ITEM: 11**

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**ADJOURNMENT:** *Announcement* – “The next Special Called meeting of the City Council of the City of Lamesa, Texas will be held at 5:30 p.m., on **Tuesday, SEPTEMBER 1, 2015** at City Hall, 601 South First Street. Persons desiring to present business to the city council at that meeting are directed to submit a request in writing to the city secretary by **Wednesday, AUGUST 26, 2015** in order to be included on the agenda.

*Announcement* – “The next regular meeting of the City Council of the City of Lamesa, Texas will be held at 5:30 p.m., on **Tuesday, SEPTEMBER 15, 2015** at City Hall, 601 South First Street. Persons desiring to present business to the city council at that meeting are directed to submit a request in writing to the city secretary by **Wednesday, SEPTEMBER 9, 2015** in order to be included on the agenda. There being no other business, the meeting is hereby adjourned.”