

WOLFFORTH CITY COUNCIL AGENDA

September 18, 2023 – 6:00 P.M.

WOLFFORTH CITY HALL

COUNCIL CHAMBERS

302 MAIN STREET

WOLFFORTH, TEXAS

The order of these agenda items may be changed. The City Council may discuss and/or take action on each of the following items:

Call Meeting to Order

Invocation – Mayor Addington

Pledge of Allegiance – Council Member Hutcheson

Roll Call and Establish a Quorum

Safety Review

Public Comment

This is an opportunity for the public to address the City Council regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Public comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the public comment sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the City Council with civility that is conducive to appropriate public discussion. Speakers can address only the City Council and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

Recognitions/Proclamations

The Public Works Department wishes to commend Coley Hitt for efforts pertaining to the Lubbock Water disinfection conversion.

Consent Agenda

Items considered to be routine are enacted by one motion without separate discussion. If the City Council desires to discuss an item, the item is removed from the Consent Agenda and considered separately.

- 1. Consider and take appropriate action on minutes from August 21, 2023**
- 2. Consider and take appropriate action on July and August 2023 Departmental Reports**

3. Consider and take appropriate action on Resolution 2023-012

RESOLUTION TO ADOPT USE OF HART INTERCIVIC VERITY DUO CONTROLLER VERSION 2.5.3, HART VERITY DUO WRITER VERSION 2.5.3, THE HART VERITY SCANNER VERSION 2.5.2 AND THE HART VERITY DUO GO

4. Consider and take appropriate action on Resolution 2023-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE EXECUTIVE COMMITTEE OF CITIES SERVED BY ATMOS WEST TEXAS ("CITIES") AND ATMOS ENERGY CORP., WEST TEXAS DIVISION REGARDING THE COMPANY'S 2023 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE CITIES' REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE CITIES' LEGAL COUNSEL.

5. Consider and take appropriate action on Resolution 2023-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER FOR THE CITY OF WOLFFORTH FOR THE FISCAL YEAR 2023 - 2024.

6. Consider and take appropriate action on contract with Utility Service Company, Inc., for water tank maintenance
7. Consider and take appropriate action on Lubbock County Fire Suppression and Rescue Services Agreement for fiscal year 2024

Items for Individual Consideration

8. **PUBLIC HEARING: Consider and take appropriate action on public hearing on Land Use Assumptions and Capital Improvements Plan relating to possible adoption of impact fees.** *A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*
9. **PUBLIC HEARING: Consider and take appropriate action on public hearing on a proposed economic development project not to exceed \$50,000 to fund a Business Improvement Grant Program.** *A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*
10. **PUBLIC HEARING: Consider and take appropriate action on public hearing on a proposed economic development project not to exceed \$65,000 to purchase land on major roads within the City of Wolfforth to promote new or expanded business development.** *A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*
11. **Consider and take appropriate action on Ordinance 2023-022**

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, APPROVING THE SERVICE AND ASSESSMENT PLAN FOR THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NUMBER THREE

12. **PUBLIC HEARING: Public Improvement District #3 Proposed Assessments** *A public hearing is held by the governing body in order for the public to hear the facts and offer their opinions. The governing body is not obligated to engage in dialogue with those present.*
13. **Consider and take appropriate action on Ordinance 2023-023**

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, LEVYING AN ASSESSMENT AGAINST YEAR 2023 ASSESSMENT ROLL ONE PROPERTIES WITHIN THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NUMBER THREE (HARVEST SUBDIVISION); AND MAKING CERTAIN FINDINGS RELATED THERETO

14. **Consider and take appropriate action on Interlocal Agreement with Lubbock Central Appraisal District for the collection of Public Improvement District assessments**

15. Consider and take appropriate action on report from staff pertaining to Subdivision Ordinance and platting procedures

16. Consider and take appropriate action on Ordinance 2023-024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF WOLFFORTH, TEXAS

17. Consider and take appropriate action on report from staff pertaining to Outdoor Warning system

18. Executive Session: In accordance with Texas Government Code, Section 551-001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

- a. 551.071 Consultation with Attorney: To consult with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 – Open Meetings (i) Pending or Contemplated Litigation**
- b. 551.089 Deliberation Regarding Security Devices or Security Audits: To deliberate certain security matters in accordance with Section 551.089 of the Texas Government Code (i) Information Technology and Cyber Security Contracts**
- b. 551.087 Deliberations Regarding Economic Development Negotiations: to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of financial or other incentive to a business prospect.**


19. Reconvene into Open Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

20. Council Requests for Future Agenda Items

21. Adjourn

The City Council of the City of Wolfforth reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code Sections 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). Executive sessions are closed to the public as provided in Chapter 551 of the Texas Government Code. Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

“I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: September 15, 2023 at 5:00 p.m. and remained so posted continuously for at least 72 hours prior to the scheduled time of said meeting.”

A handwritten signature in blue ink, appearing to read "Terri Robinette", is written over a horizontal line.

Terri Robinette, City Secretary

A horizontal line intended for a signature.

Date Notice Removed

AGENDA ITEM #1
MINUTES OF A SPECIAL MEETING
CITY COUNCIL OF WOLFFORTH, TEXAS
302 Main Street, WOLFFORTH, TX
Monday, August 21, 2023, 6:00 p.m.

MEMBERS PRESENT: Mayor Addington; Mayor Pro Tem Hutcheson; Council members Stout, Cooper, Brashier, McDonald

MEMBERS ABSENT:

OTHERS PRESENT: City Manager Randy Criswell; Assistant City Manager Rick Scott; City Secretary Terri Robinette; Public Works Director Randy Hall; Compliance Candace Layman; Public Works Director Henry High; Fire Chief Lance Barrett; Development Director Tara Tomlinson; Library Director Kim Brantley; EDC Director Danielle Sweat

OTHERS PRESENT BY TEAMS: Brittany Fleming - Emergifire

Mayor Addington opened the meeting at 6:00 p.m.

1. There were no public comments.
2. Motion by Council member Cooper, second by Council member McDonald to approve the Consent Agenda. Motion carried unanimously.
 - A. Consider and take appropriate action on minutes from August 14, 2023
 - B. Consider and take appropriate action Resolution 2023-011 - Second Reading

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS AUTHORIZING THE USE OF WOLFFORTH ECONOMIC DEVELOPMENT CORPORATION FUNDS FOR THE CONSTRUCTION OF A CITY OF WOLFFORTH WELCOME SIGN.
 - C. Consider and take appropriate action on proposal from Gallagher Benefit Services, Inc., for Classification and Compensation Study.
 - D. Consider and take appropriate action on Engagement Letter with Bolinger, Segars, Gilbert & Moss, LLP for audit services for Fiscal Year 2023
 - E. Consider and take appropriate action on requests for Hotel Occupancy Tax funds

3. Motion by Council member Hutcheson, second by Council member McDonald to table item #6 to the September 18, 2023 meeting. Motion carried unanimously.

A. Consider and take appropriate action on Ordinance 2023-018

AN ORDINANCE ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF WOLFFORTH, TEXAS

4. Motion by Council member Hutcheson, second by Council member Stout to accept the Overlook Phase 2B Lots 179-390 Final Plat. Motion carried unanimously.
5. Motion by Council member Brashier, second by Council member Hutcheson to approve the request for a bond in lieu of required improvements for Overlook Phase 2B Lots 179-390 consisting of the paving on Good Prairie Avenue. Motion carried unanimously.
6. Motion by Council member Hutcheson, second by Council member Cooper to appoint the following as members of the PID#2 Advisory Board: Doc and Polly Sikasis, Brandon Tyler, John Ortiz, Tom Sinclair, Austin Brashier. Motion carried unanimously.
7. PUBLIC HEARING was opened at 6:40pm by Mayor Addington to consider the Public Improvement District #2 Annual Service Plan.
 - A. Teresa Wilkinson with Preston Manor Management and Jon Snyder with P3Works presented the annual service plan to Council. The maintenance and operations assessment is set at \$975 per lot and the administration assessment is set at \$90.34 per lot.
 - B. Questions from the audience were addressed by Preston Manor Management and City Staff.

The public hearing was closed at 6:53pm.

8. Motion by Council member Cooper, second by Council member Hutcheson to approve Ordinance 2023-019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING AN AMENDMENT TO THE SERVICE AND ASSESSMENT PLAN FOR WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NO. 2

Motion carried unanimously.

9. PUBLIC HEARING was opened at 6:57pm by Mayor Addington to consider the City of Wolfforth Fiscal Year 2024 Budget and the FY 2024 Ad Valorem Tax Rate

- A. City Manager Randy Criswell gave the Council a final update on budget highlights. The total budget is \$14.6 million and balanced/ Full-time fire department is funded beginning in April 2024 and staff pay increases were highlighted. The budget is built around a tax rate of 0.731784 which is a .03 cent decrease from last year's rate
- B. No one appeared to speak in favor or opposition.

The public hearing was closed at 7:01pm

10. Motion by Council member Cooper, second by Council member Brashier to approve Ordinance 2023-020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS ADOPTING THE CITY OF WOLFFORTH'S ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE

Motion carried unanimously.

11. Motion by Council member Cooper, second by Council member Hutcheson to ratify the property tax increase reflected in the annual budget for Fiscal year 2023-2024. Motion carried unanimously.

12. Motion by Council member Hutcheson, second by Council member Cooper to approve that the property tax rate be increased by the adoption of a tax rate of \$0.731784, which is effectively a 7.3% increase in the tax rate.

Roll Call Vote

Cooper	Aye
Stout	Aye
Hutcheson	Aye
McDonald	Aye
Brashier	Aye

Motion carried unanimously.

13. Request for future agenda items include a development update and a review of the Baseball contract.

14. With no other business to come before the Council, motion was made by Council member Cooper, second by Council member McDonald to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 7:07pm.

PASSED AND APPROVED THIS THE 18TH DAY OF SEPTEMBER, 2023.

Charles Addington, II, Mayor

ATTEST:

Terri Robinette, City Secretary

Departmental Reports

July 2023

Monthly Report July 2023

New Construction: 30 Residential

Estimated Value: \$7,094,228

Subdivision: Harvest-28, Iron Horse-1, Overlook-1

30 Single Family

Ongoing Construction: 2 Commercial, 153 Residential

Subdivision: Harvest- 112, Iron Horse- 6, Preston Manor- 20, Fox Run-1, Overlook- 8, Old Wolfforth-1, Windsor Estates-4, Frenship Mesa-1

144 Single Family

2-Commerical

Completed Construction: 45

Subdivision: Harvest- 31, Overlook- 5

36-Single Family

Permit Description	Project Address	Collaborators	Status Date	Square Feet	Estimated Valuation
Single Family Residence	838 N 6th Cir	James Jordan	7/28/2023	1980	\$ 203,940.00
Single Family	302 E 26th Street	Betenbough Homes	7/17/2023	2811	\$ 289,533.00
Single Family	3201 Corpus Avenue	Betenbough Homes	7/11/2023	2002	\$ 206,206.00
Single Family	3207 Corpus Avenue	Betenbough Homes	7/11/2023	2002	\$ 206,206.00
Single Family	3218 Corpus Avenue	Betenbough Homes	7/11/2023	2424	\$ 249,672.00
New Garden Home	1107 E 21st Street	Betenbough Homes	7/11/2023	1614	\$ 166,242.00
New Garden Home	2010 Plains Avenue	Betenbough Homes	7/17/2023	1523	\$ 156,869.00
Single family home-Lot 171 in	1415 Durham Avenue	Andy Watkins, Rod Burgett	7/17/2023	2909	\$ 299,627.00
Single Family	3213 Corpus Avenue	Betenbough Homes	7/17/2023	2424	\$ 249,672.00
Single Family	3216 Corpus Avenue	Betenbough Homes	7/7/2023	2002	\$ 206,206.00
Single Family	3217 Corpus Avenue	Betenbough Homes	7/17/2023	2002	\$ 206,206.00
Single Family	302 E 26th Street	Betenbough Homes	7/17/2023	2811	\$ 289,533.00
Single Family	313 E 25th Street	Betenbough Homes	7/17/2023	2268	\$ 233,604.00
Single Family	3209 Corpus Avenue	Betenbough Homes	7/20/2023	2164	\$ 222,892.00
Single Family	314 E 25th Street	Betenbough Homes	7/26/2023	2572	\$ 264,916.00
Single Family	3214 Corpus Avenue	Betenbough Homes	7/26/2023	2164	\$ 222,892.00
Single Family	1202 E 30th Street	Betenbough Homes	7/7/2023	3748	\$ 386,044.00
New Garden Home	1201 E 21st Street	Betenbough Homes	7/11/2023	1614	\$ 166,242.00
Single Family	1212 E 30th Street	Betenbough Homes	7/6/2023	3722	\$ 383,366.00
Single Family	3205 Corpus Avenue	Betenbough Homes	7/5/2023	2002	\$ 206,206.00
New Garden Home	2015 Plains Avenue	Betenbough Homes	7/6/2023	1431	\$ 147,393.00
New Garden Home	2016 Plains Avenue	Betenbough Homes	7/6/2023	1426	\$ 146,878.00
New Garden Home	2008 Plains Avenue	Betenbough Homes	7/5/2023	1426	\$ 146,878.00
Single Family	3220 Corpus Avenue	Betenbough Homes	7/5/2023	2730	\$ 281,190.00
Single Family	3221 Corpus Avenue	Betenbough Homes	7/5/2023	2268	\$ 233,604.00
Single Family	3208 Corpus Avenue	Betenbough Homes	7/6/2023	2424	\$ 249,672.00
Single Family	1212 E 31st Street	Betenbough Homes	7/5/2023	3565	\$ 367,195.00
Single Family	3211 Corpus Avenue	Betenbough Homes	7/6/2023	2811	\$ 289,533.00
Single Family	3202 Corpus Avenue	Betenbough Homes	7/5/2023	2423	\$ 249,569.00
New Garden Home	2009 Plains Avenue	Betenbough Homes	7/7/2023	1614	\$ 166,242.00
				68876	\$ 7,094,228.00

SWPPP

Passed Partial Passed Failed Canceled

14

13

12

10

8

6

4

2

0

Jul 23





Citation Listing

City of Wolfforth Municipal Court

8/14/2023 4:20:26 PM

Citation Listing Report

Totals For 07/01/2023 - 07/31/2023

Report Totals

By Race	3 - 3	1
	4 - 4	6
	5 - 5	1
	6 - 6	3
	B - Black	4
	H - Hispanic	27
	W - White	61
Report Totals		103

Report Totals

By Gender	1 - Male	7
	2 - Female	4
	F - Female	40
	M - Male	52
Report Totals		103

Report Totals

By Age Code	-	3
	A - Adult	86
	J - Juvenile	13
	M - Minor	1
Report Totals		103

Report Totals:	Number Of Citations:	103
	Number Of Violations:	126



Citation Listing

City of Wolfforth Municipal Court

8/14/2023 4:20:26 PM

Citation Listing Report

Totals For 07/01/2023 - 07/31/2023

Report Totals

Totals By Citation Type	R - Regular	103
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Report Totals	103
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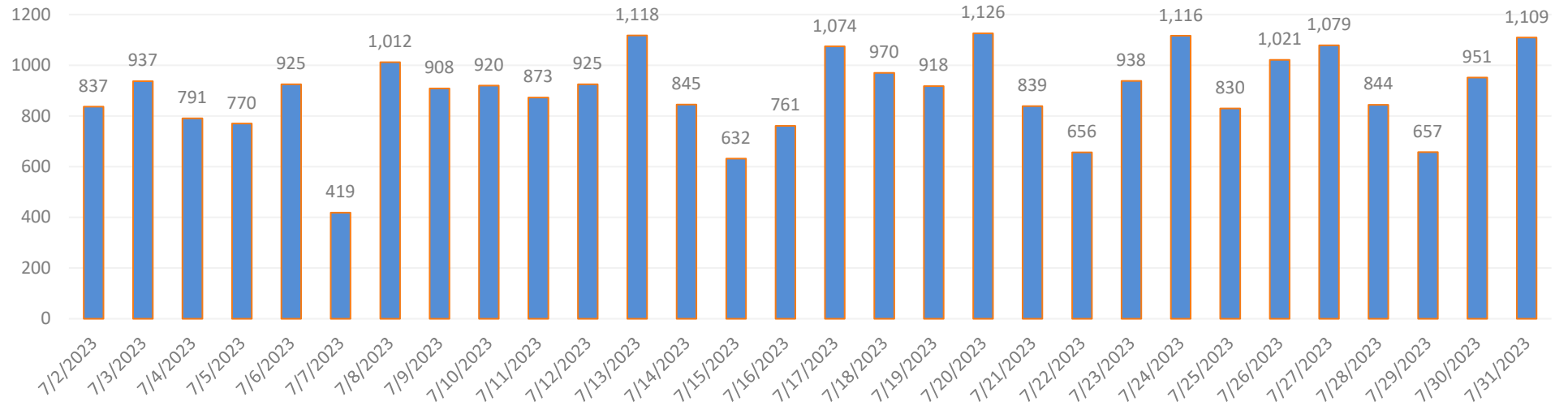
Report Totals:	Number Of Citations:	103
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Number Of Violations:	126
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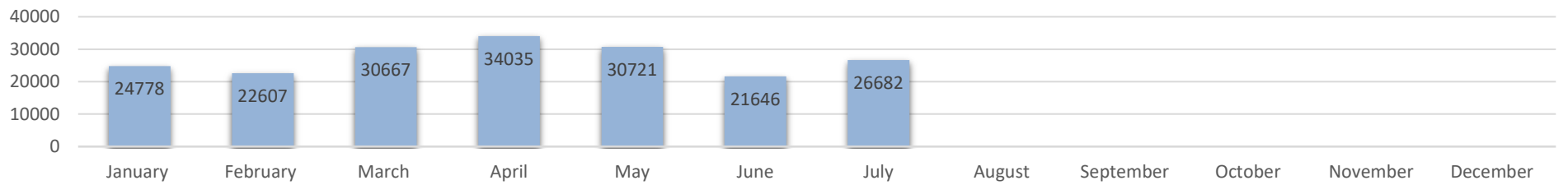
Wolfforth Fire EMS									
2023 Run Totals									
January	City of Wolfforth	Lubbock County	City of Lubbock	City of Ropesville	Hockley County	Terry County	Lynn County	Lamb Co	
Fire	23	28	1		1				53
EMS	47	56	5	1	8				117
February									
Fire	19	30			2		1		52
EMS	58	54		6	8				126
March									
Fire	14	18			1				33
EMS	54	51		9	7				121
April									
Fire	15	20	2		1				38
EMS	51	45	6	7	9				118
May									
Fire	15	22			1	1			39
EMS	37	47		4	5				93
June									
Fire	22	28			1				51
EMS	62	62		9	6				139
July									
Fire	22	22			3			1	47
EMS	47	55		6	3				111

July 2023

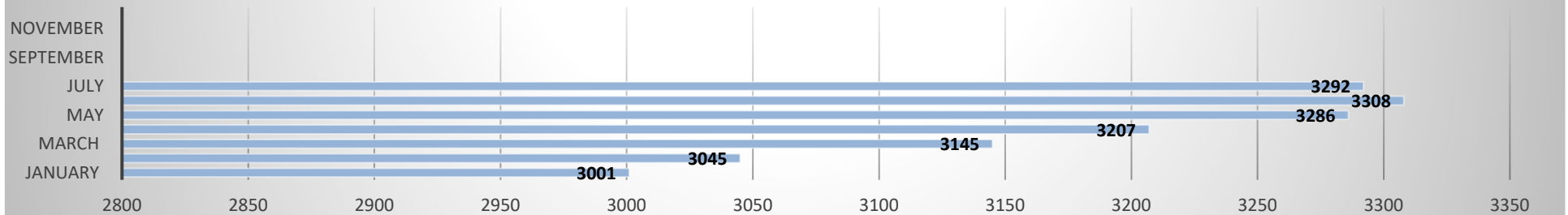
DAILY PUMPAGE ONLY FROM WELLS



Monthly total of Water Pumped by wells

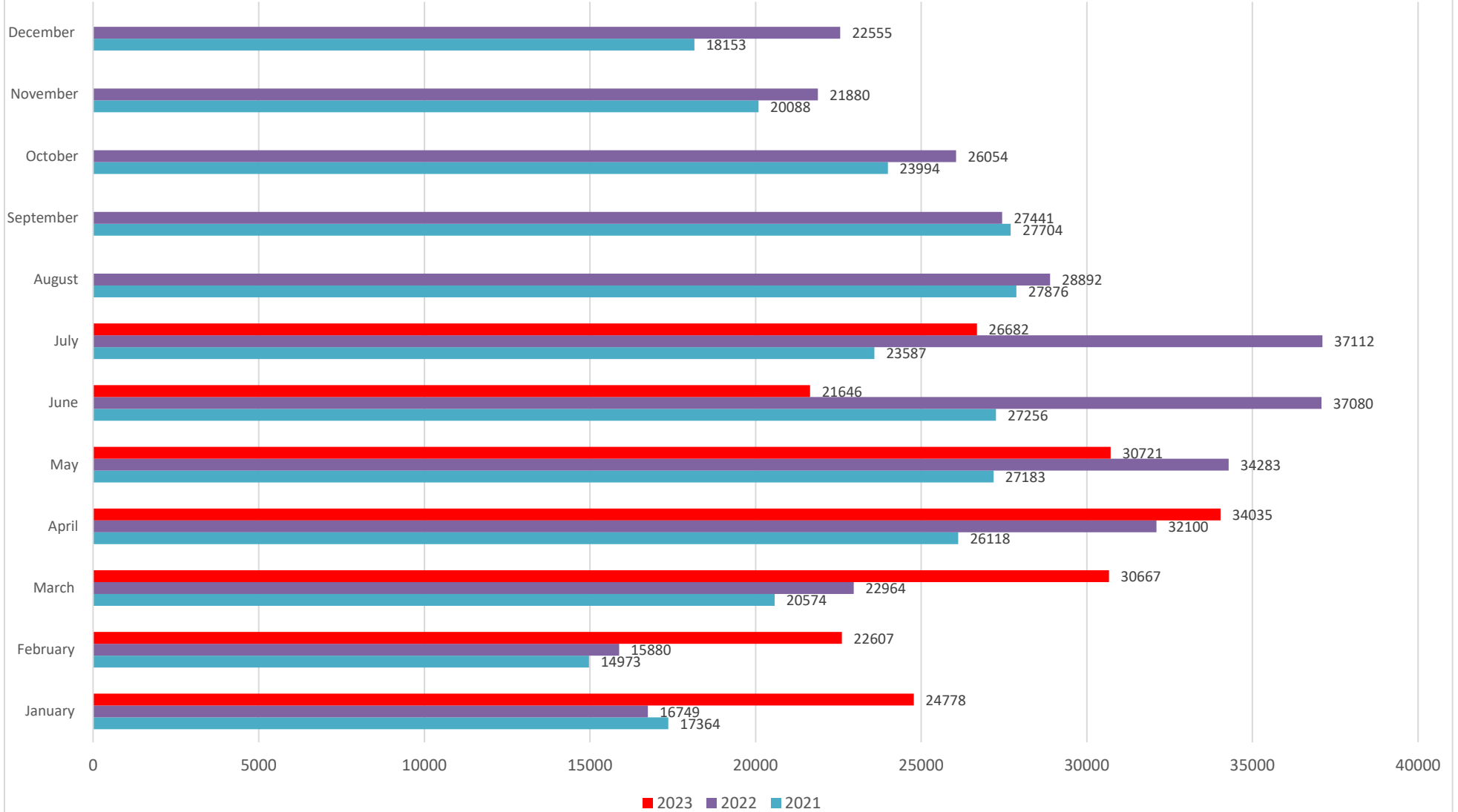


Meter Count



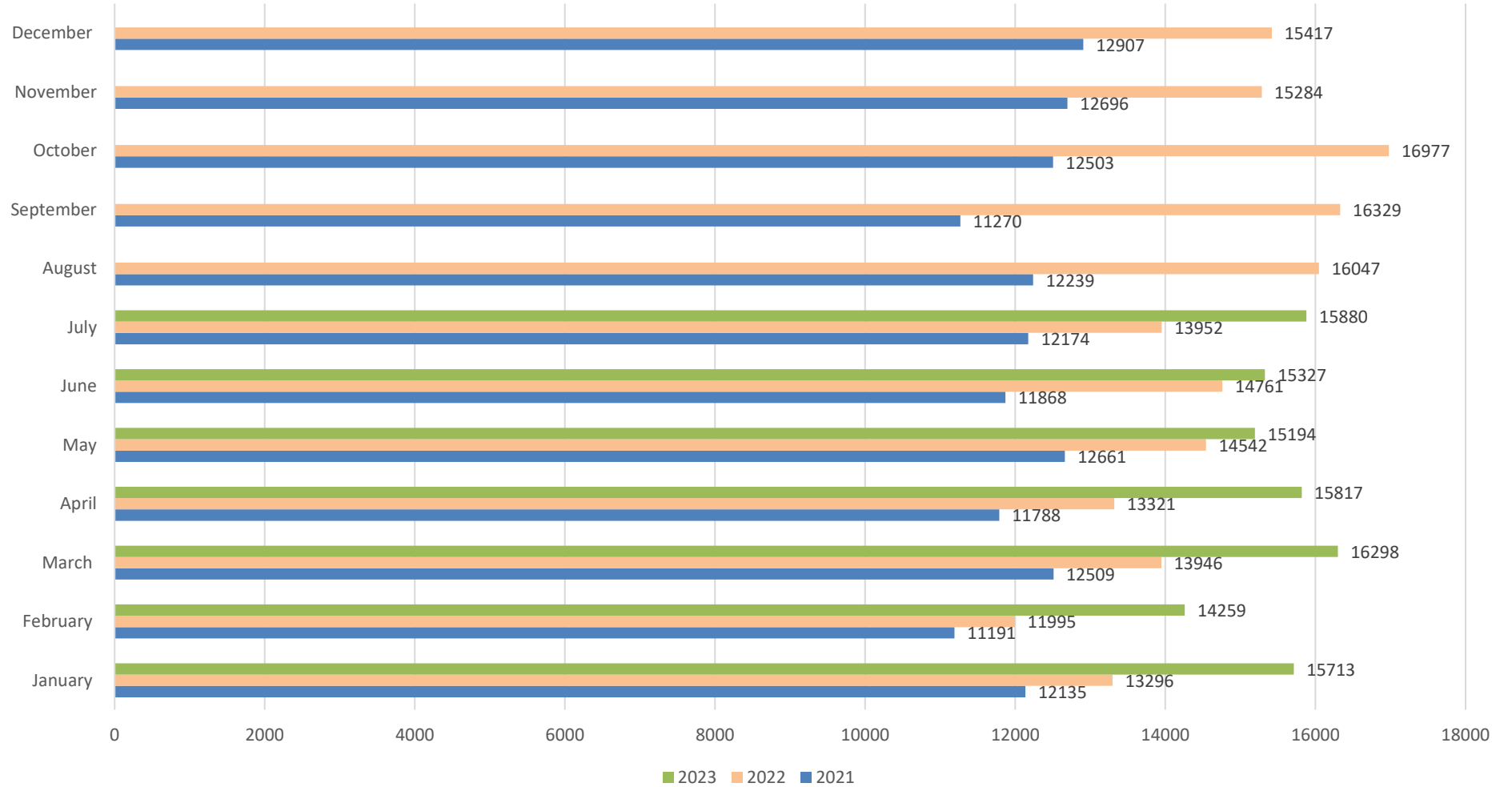
July 2023

Water pumped from City wells



July 2023

Sewer Flow



811
locates 26

Iworq summary 184 work orders

Building Maintenance	2 Meter Re read	11
Container check	Non payment 1 disconnect	3
Water Leak	Non payment 4 reconnect	75
Door Tag	4 Sewer	1
Garbage	1 Service connect	26
Install Meter	38 Service disconn	12
Meter Issues	3 Water leak	1
Meter Reads	2	

Library Report

Dates included: July 1, 2023 – July 31, 2023

Circulation Statistics: 4,741 Checkouts

Cards issued: 116 new cards (7 digitally through website)

Materials Added: 226 Items Value: \$3,637.29

Materials Weeded: 18 Items Value: \$212.03

Overdrive (WT Digital Consortium) – 5,489 eBooks, 4,094 eAudiobooks, and 153 eMagazines

Overdrive New User Registrations – 19 new users

Total number of visitors: 2,539

Total number of computer users: 198

Total number of reference questions: 1,026

Community Room reservations: 4 Regular ☐ note that we are using the room almost daily for library/ community events, GED/ESL, and for Fire/EMT classes ☐☐

Program totals: 15 Total Programs: Family – 3 ☐ Children's – 10 ☐ Teen – 0 ☐ Adult – 2 ☐

Total Activity Participation: 598 total/ 449 children / 1 teens / 248 adults

July Beanstack overview: 15 New Registrations ☐ 5,677 books ☐ 17,992 minutes read ☐ 257 Active Readers

Volunteer Hours: 21 hours

The library has had another busy month and we officially ended our summer reading program on July 31st and then celebrated with our annual summer reading party. This year we had our party at Patterson Park with bouncers, yard games, pizza, and awards for our participants. This year was officially our biggest party with over 200 people in attendance. We have some other impressive statistics from our summer reading program, which runs from June 1 – July 31, to report. It was a record year for summer reading participants, with 429 readers. Our youngest readers in our 1,000 books before kindergarten program logged nearly 6,200 books in just two months. We have had over 6,000 visitors in the building and have created 434 new library cards. The library offered 33 programs in June and July with 1,585 attendees. We also circulated 10,855 physical items and 20,155 digital items.

We will spend the month of August completing inventory and preparing for fall programs. This fall the library already has numerous homeschool groups scheduled, programs for our youngest library members during the week and school age programs on Saturdays, and adult programs including book clubs and mystery game nights.



Monthly Case Activity Summary

from feed: 07/01/2023 - 07/31/2023

TEMPLATE	REPORTED VIOLATIONS	WORKING VIOLATIONS	CORRECTED VIOLATIONS	TOTAL VIOLATIONS	ACTIVE CASES	ARCHIVED CASES	TOTAL CASES	ISSUED CITATIONS
Off-Street Recreational Vehicle Parking and Storage	0	1	0	1	1	0	1	0
Parking on Unimproved Surface	0	0	0	0	0	2	0	0
Prohibited Signs	0	20	0	20	0	20	20	0
Recreational Vehicle Use as Living Quarters	0	1	0	1	1	0	1	0
Recreational Vehicle/Equipment/Trailer Parking in Street	0	5	0	5	2	3	5	0
Stagnant Water, Weeds, and Rubbish	0	119	0	119	69	108	117	0
Tree / Limb Obstructions	0	10	0	10	1	9	10	0
Unsafe/Substandard Structures	0	1	0	1	0	0	0	0
AVERAGE	0.00	19.63	0.00	19.63	9.25	17.75	19.25	0.00
TOTAL	0.00	157.00	0.00	157.00	74.00	142.00	154.00	0.00

WOLFFORTH POLICE DEPARTMENT

Calls - By Type

07\01\2023
thru 07\31\2023

Type	Description	# Of Calls
8	911 HANGUP	4
5	ACCIDENT (BLUE FORM)	2
7	ACCIDENT (REPORTABLE)	5
9	ALARM (FALSE BUSINESS)	5
1	ALARM (FALSE RESIDENTIAL)	10
3	ALARM (FALSE SCHOOL)	7
10	ANIMAL COMPLAINT	9
13	ASSAULT (PHYSICAL)	1
15	ASSAULT (THREAT)	4
16	ASSIST OTHER AGENCY (FIRE EMS)	6
17	ASSIST OTHER AGENCY (MENTAL HEALTH)	1
18	ASSIST OTHER AGENCY (OTHER)	19
22	BURGLARY (RESIDENTIAL)	1
24	CHECK BUSINESS	64
25	CHECK RESIDENCE	1
26	CHECK WELFARE (PERSON)	15
27	CITY ORDINANCE VIOLATION	13
28	CIVIL DISPUTE	4
29	CIVIL MATTER	8
37	CRIMINAL MISCHIEF (ALL OTHERS)	3
39	CRIMINAL TRESPASS	1
42	DEATH	2
43	DISORDERLY CONDUCT	11
44	DOMESTIC (ARREST)	1
45	DOMESTIC (NON ARREST)	9
46	DOMESTIC (PROTECTIVE ORDER VIOLATION)	1
48	DRUGS FELONY	1
52	EMERGENCY DETENTION	2
54	ESCORT	1
55	FIRE (NON STRUCTURE)	1
56	FIRE (STRUCTURE)	1
59	HARASSMENT	2
60	INFORMATION	40
66	MOTORIST ASSIST	4
67	OTHER	1
68	PROPERTY (FOUND)	2
101	RADAR CHECK	90
100	S.T.E.P	3
78	SUSPICIOUS ACTIVITY (PERSON)	6
79	SUSPICIOUS ACTIVITY (VEHICLE)	8
77	SUSPICIOUS ACTIVITY (OTHER)	2
80	THEFT	7
82	TRAFFIC COMPLAINT	10
83	TRAFFIC CONTACT (ARREST)	4
84	TRAFFIC CONTACT (CITATION)	6
86	TRAFFIC HAZARD (LIGHTS OUT, WIRES DOWN, DEBRIS IN ROADWAY, ETC)	6
89	UUMV	1
90	VEHICLE (ABANDONED)	1
96	WARRANT SERVICE (CRIMINAL)	3
97	WARRANT SERVICE (TRAFFIC)	2

Type	Description	# Of Calls
98	ZONE PATROL	1,231
	Total	1,642

WOLFFORTH POLICE DEPARTMENT

Citations - By Violation

07\01\2023
thru 07\31\2023

Violation	Citation#
Child Not Secured By Seat Belt	1
Defective Head Lamps	4
Defective Stop Lamps	3
Defective Tail Lamps	2
Defective Turn Signal Lamps	1
Display Unclean License Plates	1
Disregarded Traffic Control Device	1
Drove Without Lights When Required	3
Expired Registration	9
Fail to Display Driver License	1
Fail To Report Change Of Address Or Name	1
Fail to Stop-Designated Point - Stop Sign	2
Failed To Drive In Single Lane	2
Failed To Signal Distance Before Turn	1
Failed To Signal Lane Change	2
Failed To Signal Turn	2
Failed To Yield Right Of Way	1
Failure to Maintain Financial Responsibility	8
Following Too Closely	1
Impeding Traffic	1
Minor in Possession of Tobacco	1
No Driver License	4
No License Plate Light	4
Operate ATV on Public Street, Road or Highway	1
Possession of Drug Paraphernalia	1
Ran Stop Sign	3
Speeding	24
Unrestrained Child - Safety Seat Violation	1
Total Violations	86
Total Citations	65

Departmental Reports

August 2023

Monthly Report August 2023

New Construction: 32 Residential

Estimated Value: \$7,080,838

Subdivision: Harvest-18, Iron Horse-8, Overlook-6

30 Single Family

Ongoing Construction: 1 Commercial, 149 Residential

Subdivision: Harvest-108, Overlook-11, Iron Horse-13, Preston Manor-15, Windsor Estates-1, Old Wolfforth-1, Frenship Mesa-1, Fox Run-1

149 Single Family

1-Commercial (Luxury Lounge)

Completed Construction: 1 Commercial, 21 Residential

Subdivision: Harvest- 18, Iron Horse-1, Preston Manor-2, Overlook-1

21-Single Family

1-Commercial (Happy's)

Permit Description	Project Address	Applicant	Date Started	Square Feet	Estimated Valuation
Single Family	1205 E 30th Street	Betenbough Homes, Betenbough Hom	08/01/2023	3554	\$ 366,062.00
Single Family Residential Co	139 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2391	\$ 246,273.00
Single-Family Residential Co	130 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2370	\$ 244,110.00
Single-Family Residential Co	131 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2263	\$ 233,089.00
Single Family Residential Co	132 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	1652	\$ 170,156.00
Single Family Residential Co	133 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2322	\$ 239,166.00
Single Family Residential Co	134 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2153	\$ 221,759.00
Single Family Residential Co	136 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2322	\$ 239,166.00
Single Family Residential Co	138 Calvin Dr	Dustin Kreger, Dream Built Homes, 806	08/17/2023	2263	\$ 233,089.00
Garden Home	2005 Panhandle Avenue	Betenbough Homes, Betenbough Hom	08/21/2023	1431	\$ 147,393.00
Single Family	3219 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	2811	\$ 289,533.00
Single Family	3210 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/21/2023	2164	\$ 222,892.00
Single Family	3216 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/21/2023	2002	\$ 206,206.00
New single family construct	1901 Durham Avenue	Gilbert Arredondo, M&M Homes, 8067	08/24/2023	1756	\$ 180,868.00
New single family construct	1903 Durham Avenue	Gilbert Arredondo, M&M Homes, 8067	08/24/2023	2546	\$ 262,238.00
New single family construct	1707 Cottonwood Avenue	Gilbert Arredondo, M&M Homes, 8067	08/28/2023	1694	\$ 174,482.00
New single family construct	1709 Cottonwood Avenue	Gilbert Arredondo, M&M Homes, 8067	08/28/2023	1805	\$ 185,915.00
New residential constructio	310 E 16th St	Antonio Bujanda, LBK Texas Construct	08/29/2023	2864	\$ 294,992.00
Residential Single Family Co	714 E 18th Street	Brad Roten, Roten Homes, Inc., 80653	08/16/2023	2286	\$ 235,458.00
Single Family	3212 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/30/2023	2803	\$ 288,915.00
Single Family	3218 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	2002	\$ 206,206.00
Single Family	3210 Corpus Avenue	Betenbough Homes, Betenbough Hom	08/04/2023	2002	\$ 206,206.00
Single Family	3202 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	2164	\$ 222,892.00
Single Family	3203 Corpus Avenue	Betenbough Homes, Betenbough Hom	08/04/2023	2212	\$ 227,836.00
Single Family	301 E 31st Street	Betenbough Homes, Betenbough Hom	08/10/2023	2572	\$ 264,916.00
New Garden Home	2001 Panhandle Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	1614	\$ 166,242.00
New Garden Home	2002 Panhandle Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	1431	\$ 147,393.00
Single Family	2003 Plains Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	1614	\$ 166,242.00
Single Family	2016 Panhandle Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	1426	\$ 146,878.00
Single Family	2926 Abbeville Avenue	Betenbough Homes, Betenbough Hom	08/04/2023	2730	\$ 281,190.00
Single Family	3201 Cottonwood Avenue	Betenbough Homes, Betenbough Hom	08/10/2023	2002	\$ 206,206.00
New Garden Home	414 E 30th Street	Betenbough Homes, Betenbough Hom	08/04/2023	1523	\$ 156,869.00
				68744	\$ 7,080,838.00

SWPPP Inspections

Passed Partial Passed Failed Canceled

25

23

20

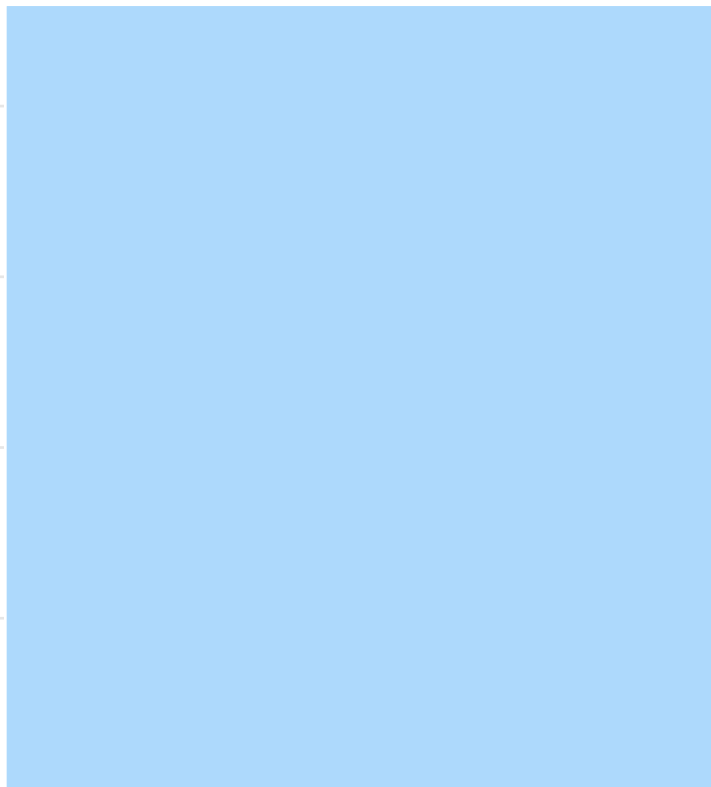
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Aug 23





Citation Listing

City of Wolfforth Municipal Court

9/13/2023 5:43:06 PM

Citation Listing Report

Totals For 08/01/2023 - 08/31/2023

Report Totals

By Race 4 - 4 2

B - Black 10

H - Hispanic 37

W - White 65

ReportTotals 114

Report Totals

By Gender 1 - Male 2

F - Female 47

M - Male 65

Report Totals 114

Report Totals

By Age Code - 5

A - Adult 88

J - Juvenile 15

M - Minor 6

Report Totals 114

Report Totals: Number Of Citations: 114

Number Of Violations: 145



Citation Listing

City of Wolfforth Municipal Court

9/13/2023 5:43:06 PM

Citation Listing Report

Totals For 08/01/2023 - 08/31/2023

Report Totals

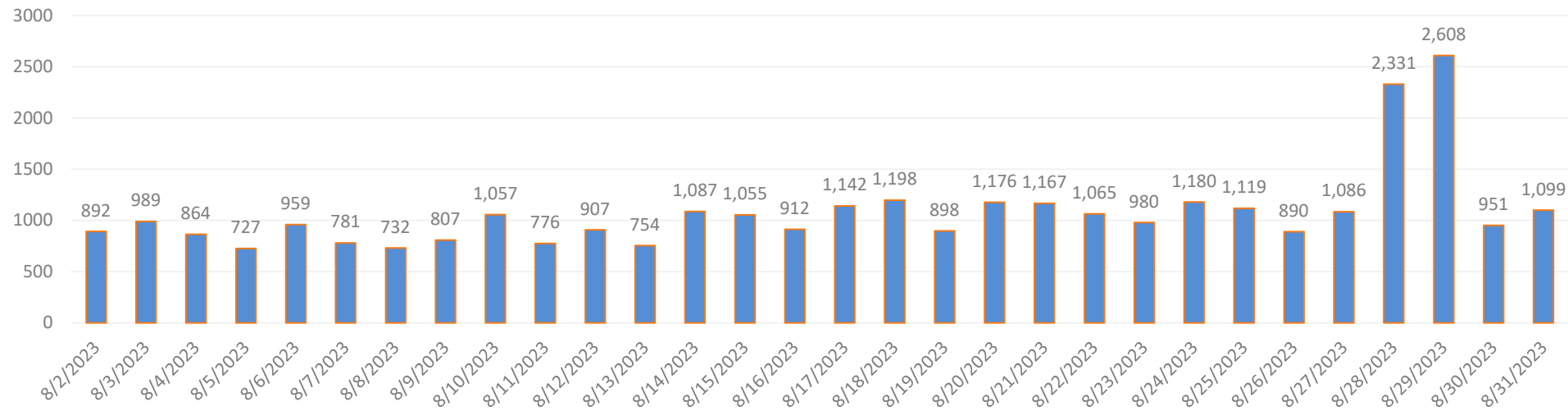
Totals By Citation Type	R - Regular	114
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Report Totals	114
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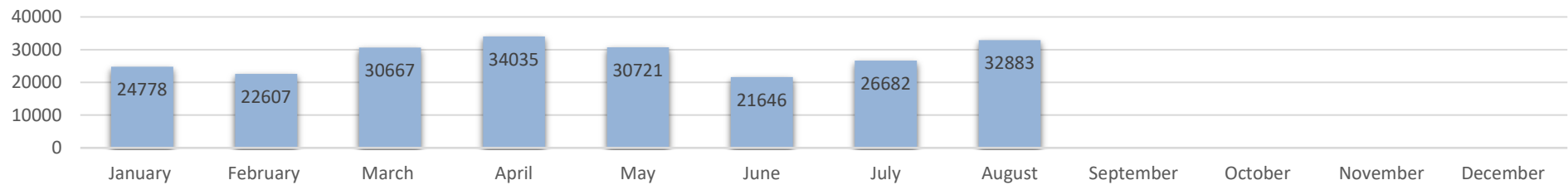
Report Totals:	Number Of Citations:	114
	Number Of Violations:	145

Wolfforth Fire EMS									
2023 Run Totals									
January	City of Wolfforth	Lubbock County	City of Lubbock	City of Ropesville	Hockley County	Terry County	Lynn County	Lamb Co	
Fire	23	28	1		1				53
EMS	47	56	5	1	8				117
February									
Fire	19	30			2		1		52
EMS	58	54		6	8				126
March									
Fire	14	18			1				33
EMS	54	51		9	7				121
April									
Fire	15	20	2		1				38
EMS	51	45	6	7	9				118
May									
Fire	15	22			1	1			39
EMS	37	47		4	5				93
June									
Fire	22	28			1				51
EMS	62	62		9	6				139
July									
Fire	22	22			3			1	47
EMS	47	55		6	3				111
August									0
Fire	22	24							46
EMS	49	87	1	2	3				142

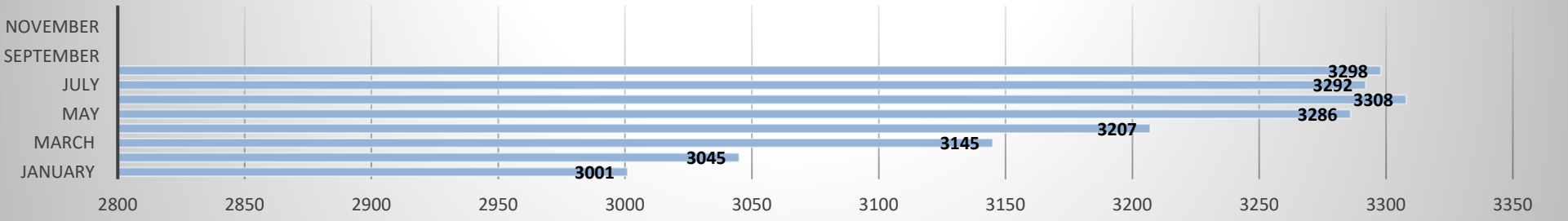
DAILY PUMPAGE ONLY FROM WELLS



Monthly total of Water Pumped by wells

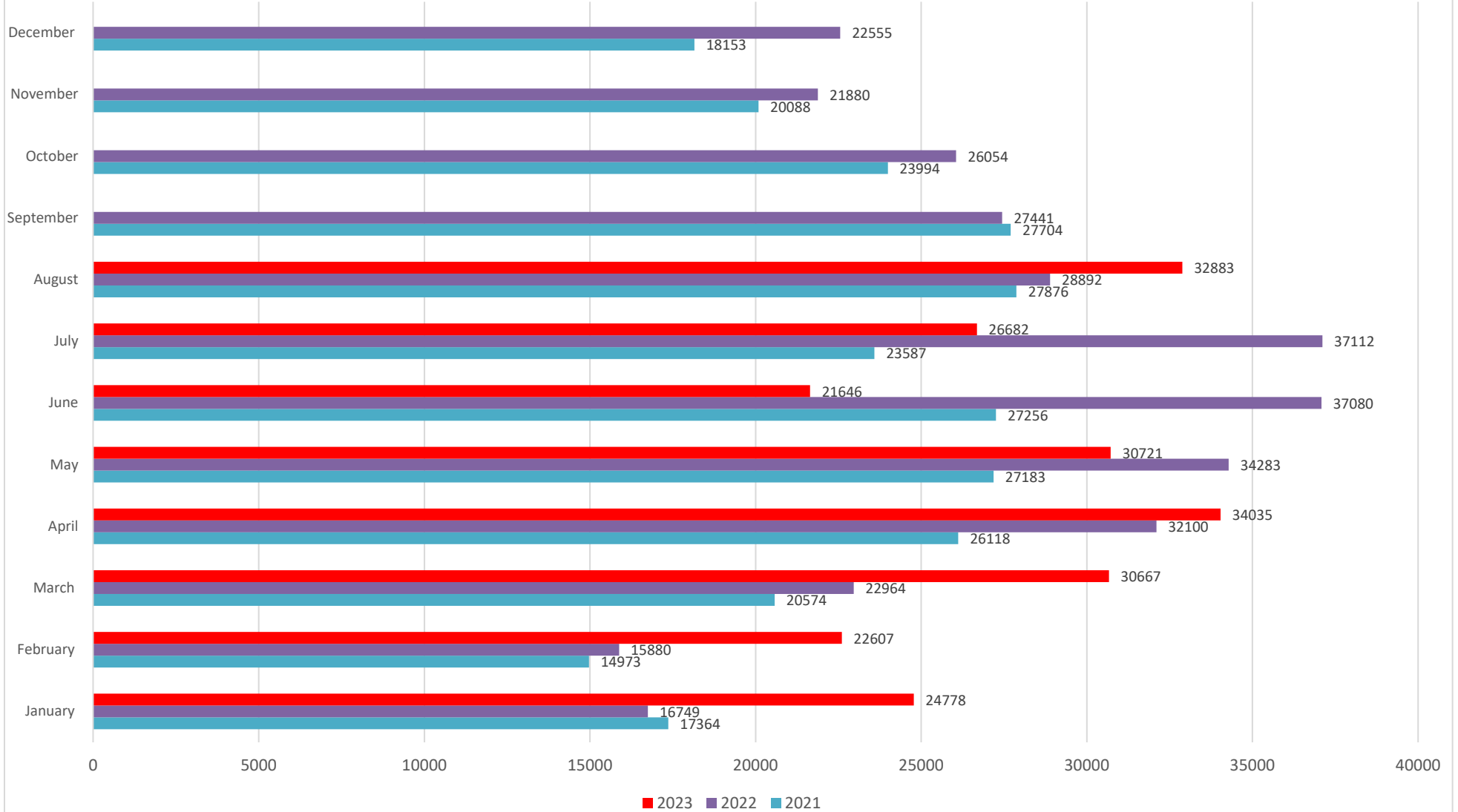


Meter Count



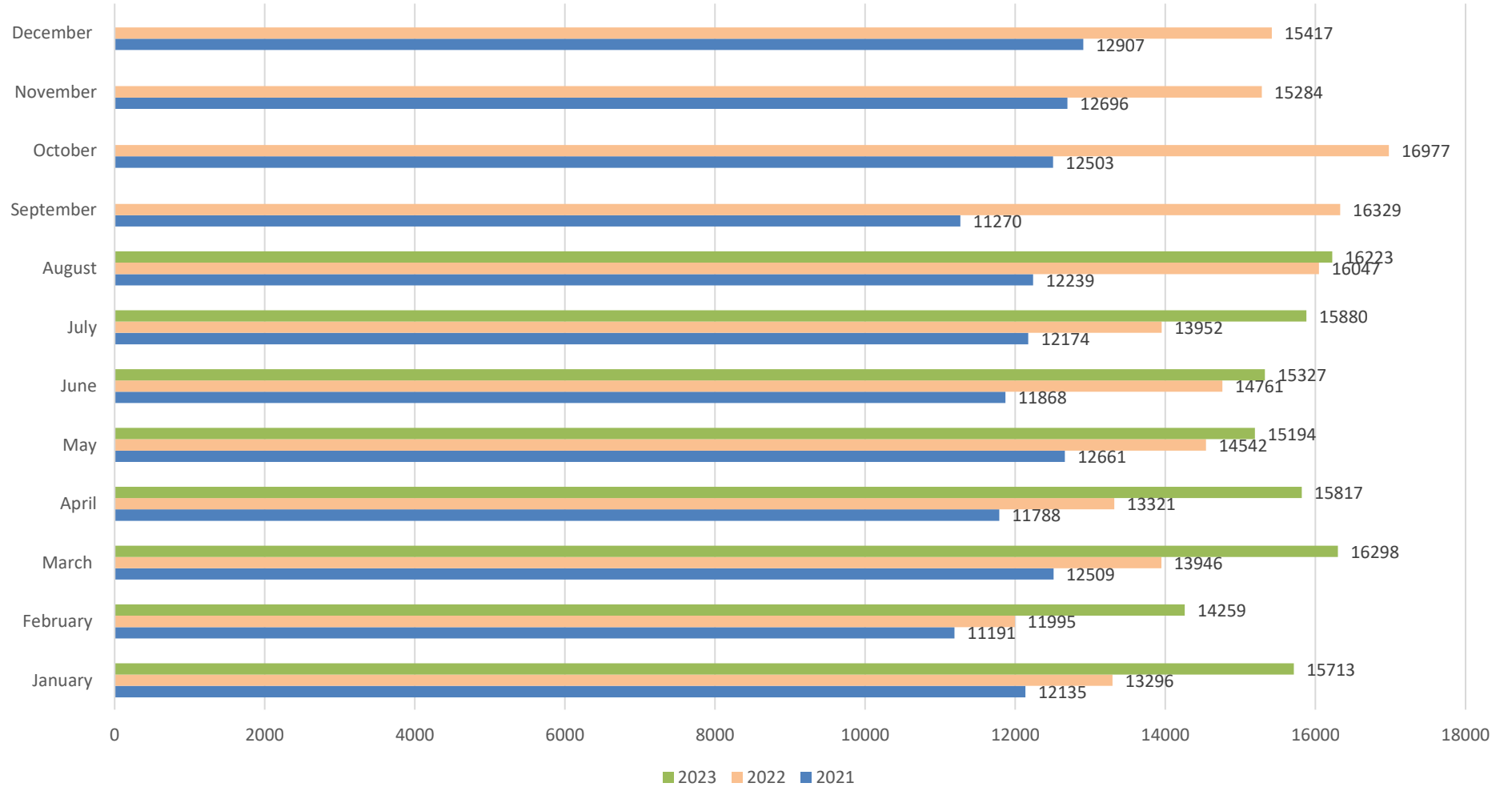
August 2023

Water pumped from City wells



August 2023

Sewer Flow



811
locates 43

Iworq summary 182 work orders

Container check	8 Meter Re read	1
Data Log	Non payment 1 disconnect	3
Water Leak	Non payment 6 reconnect	67
Door Tag	17 Plumbing issue:	1
Install Meter	11 Service connect	19
Low pressure	1 Service disconnec	19
Meter Issues	6 Verify Occupancy	1
Meter Reads	17 Water leak	4

Library Report

Dates included: August 1, 2023 – August 31, 2023

Circulation Statistics: 3,487 Checkouts

Cards issued: 94 new cards (20 digitally through the website)

Materials Added: 226 Items Value: \$3,637.29

Materials Weeded: 18 Items Value: \$212.03

Overdrive (WT Digital Consortium) – 5,186 eBooks, 4,101 eAudiobooks, and 128 eMagazines

Overdrive New User Registrations – 26 new users

Total number of visitors: 2,277

Total number of computer users: 207

Total number of reference questions: 889

Community Room reservations: 4 Regular **note that we are using the room almost daily for library/ community events, GED/ESL, and for Fire/EMT classes**

Program totals: 9 Total Programs: Family – 1 | Children's – 7 | Teen – 0 | Adult – 1 |

Total Activity Participation: 505 total/ 284 children /16 teens / 205 adults

August Beanstack overview: 4 New Registrations | 1,873 books | 1,133 minutes read | 50 Active Readers

Volunteer Hours: 7:40 hours

The library celebrated the end of our largest summer reading program in August with a party at Patterson Park for all members of the library. We have experienced another record month with 1,000 more checkouts than last August and over 200 more participants in programs than in 2022. We also welcomed over 250 more visitors to the building this year than in August of 2022. We are continuing to see growing numbers both in person and digitally and all staff members are taking the initiative and helping in new areas of the library. Danielle and Presley, two part-time employees who attend Texas Tech University, have begun assisting our Community Librarian with Saturday programs for middle school and high school-age students, hosting monthly STEAM clubs, Lego Clubs, and a Video Game Club. We began these programs during summer reading, and they were so successful that we have added them to the event listings for the fall. This is a demographic we have struggled to reach in the past and we are excited to see how these programs grow.

September begins Library Card Sign-up Month where we promote all the benefits of having a library card. Part of this includes our outreach program with Frenship Middle School with the Librarian and ELAR teachers. We allow student digital access cards for students to access eBooks and audiobooks through Libby to support their curriculum at the school. This partnership has been in place for seven years and has become a positive way to promote literacy, work with our local school district, and increase awareness of all the great things happening here at the Wolfforth Library. As Wolfforth and Frenship continue to grow, we hope to increase our outreach efforts at other campuses.



Monthly Case Activity Summary

from feed: 08/01/2023 - 08/31/2023

TEMPLATE	REPORTED VIOLATIONS	WORKING VIOLATIONS	CORRECTED VIOLATIONS	TOTAL VIOLATIONS	ACTIVE CASES	ARCHIVED CASES	TOTAL CASES	ISSUED CITATIONS
Illegal Dumping	0	1	0	1	0	0	0	0
Junk Vehicle	0	5	0	5	4	1	4	0
Off-Street Recreational Vehicle Parking and Storage	0	0	0	0	0	1	0	0
Recreational Vehicle Use as Living Quarters	0	0	0	0	0	1	0	0
Recreational Vehicle/Equipment/Trailer Parking in Street	0	1	0	1	0	2	1	0
Stagnant Water, Weeds, and Rubbish	0	109	0	109	69	65	106	0
Tree / Limb Obstructions	0	2	0	2	1	2	2	0
AVERAGE	0.00	16.86	0.00	16.86	10.57	10.29	16.14	0.00
TOTAL	0.00	118.00	0.00	118.00	74.00	72.00	113.00	0.00

WOLFFORTH POLICE DEPARTMENT

Calls - By Type

08\01\2023
thru 08\31\2023

Type	Description	# Of Calls
8	911 HANGUP	3
5	ACCIDENT (BLUE FORM)	7
7	ACCIDENT (REPORTABLE)	6
9	ALARM (FALSE BUSINESS)	8
1	ALARM (FALSE RESIDENTIAL)	9
3	ALARM (FALSE SCHOOL)	2
10	ANIMAL COMPLAINT	5
13	ASSAULT (PHYSICAL)	1
16	ASSIST OTHER AGENCY (FIRE EMS)	5
18	ASSIST OTHER AGENCY (OTHER)	14
22	BURGLARY (RESIDENTIAL)	2
23	BURGLARY (VEHICLE)	2
24	CHECK BUSINESS	77
25	CHECK RESIDENCE	1
26	CHECK WELFARE (PERSON)	19
27	CITY ORDINANCE VIOLATION	3
28	CIVIL DISPUTE	3
29	CIVIL MATTER	7
37	CRIMINAL MISCHIEF (ALL OTHERS)	3
39	CRIMINAL TRESPASS	2
43	DISORDERLY CONDUCT	10
44	DOMESTIC (ARREST)	1
45	DOMESTIC (NON ARREST)	7
48	DRUGS FELONY	6
49	DRUGS MISD.	1
50	DUIM	1
51	DWI	1
52	EMERGENCY DETENTION	1
53	END OF TOUR	1
54	ESCORT	2
59	HARASSMENT	4
60	INFORMATION	44
65	MISSING PERSON (JUVENILE)	1
66	MOTORIST ASSIST	5
67	OTHER	4
68	PROPERTY (FOUND)	3
101	RADAR CHECK	115
100	S.T.E.P	39
74	SCHOOL PATROL	24
78	SUSPICIOUS ACTIVITY (PERSON)	12
79	SUSPICIOUS ACTIVITY (VEHICLE)	15
77	SUSPICIOUS ACTIVITY (OTHER)	3
80	THEFT	5
81	TRAFFIC	2
82	TRAFFIC COMPLAINT	13
85	TRAFFIC CONTACT (WARNING)	7
83	TRAFFIC CONTACT (ARREST)	8
84	TRAFFIC CONTACT (CITATION)	9
86	TRAFFIC HAZARD (LIGHTS OUT, WIRES DOWN, DEBRIS IN ROADWAY, ETC)	2
89	UUMV	2

Type	Description	# Of Calls
90	VEHICLE (ABANDONED)	2
92	VEHICLE (PARKING VIOLATION)	1
95	VIOLATION OF PROTECTIVE ORDER	1
96	WARRANT SERVICE (CRIMINAL)	3
97	WARRANT SERVICE (TRAFFIC)	2
98	ZONE PATROL	1,450
	Total	1,986

WOLFFORTH POLICE DEPARTMENT

Citations - By Violation

08\01\2023
thru 08\31\2023

Violation	Citation#
Child Not Secured By Seat Belt	1
Defective Head Lamps	25
Defective Stop Lamps	20
Defective Tail Lamps	25
Did Not Use Designated Lane Or Direction	1
Display Unclean License Plates	2
Disregarded Flashing Red Signal	2
Disregarded Traffic Control Device	3
Disregarded Turn Marks At Intersection	1
Driving Under Influence - Minor	1
Driving While Intoxicated - under 21	2
Driving While License Invalid	3
Driving While License Suspended	6
Drove Without Lights When Required	6
Expired Driver License	3
Expired Registration	37
Fail Stop Proper Place - Flash Red Signal	1
Fail To Control Speed	1
Fail to Display Driver License	3
Fail To Keep Bike On Right Side Of Road	1
Fail To Report Change Of Address Or Name	7
Fail to Stop Proper Place - Not Intersect	2
Fail to Stop Proper Place - Traffic Light	5
Fail to Stop-Designated Point - Stop Sign	12
Failed to Dim Headlights - Meeting	5
Failed To Drive In Single Lane	11
Failed To Signal Distance Before Turn	6
Failed To Signal Lane Change	10
Failed To Signal Turn	8
Failed to Stop for School Bus/Passing School Bus	1
Failed to Yield Right of Way - Turn Left	1
Failed To Yield Row To Emergency Vehicle	2
Failure to Maintain Financial Responsibility	24
Following Too Closely	1
Improper Turn	2
Minor In Possession	2
Minor in Possession of Tobacco	4
No Driver License	14
No Head Lamps - When Not Equipped	2
No License Plate Light	59
No Seat Belt - Driver	1
No Tail Lamps	4
No/Defective Brake On Bike Or Motor-bike	1
No/Defective Light Front Bike/Motor-Bike	1
Obstructing Traffic	1
Open Container in Motor Vehicle - Driver	3

Violation	Citation#
Open Container in Motor Vehicle - Passenger	1
Operate Motor Vehicle Without Plates	4
Operate Unregistered Motor Vehicle	2
Possession of Drug Paraphernalia	2
Ran Red Light	4
Ran Stop Sign	14
Speeding	117
Speeding in School Zone	5
Turned Right Too Wide	7
Unauthorized Glass Coating Material	1
Use of Wireless Device in School Zone	2
Wrong Color License Plate Light	1
Wrong Side Of Road	1
Total Violations	494
Total Citations	396

EDC Report August 2023

- Strategic Plan: The final draft has been approved by the EDC board. Opportunity Strategies is working on our final draft to be presented to the council for adoption.
- Monument Sign: TxDot plans have been sent in for approval. We are currently in the process of looking for a general contractor as well.
- Target Industry Analysis: We have reached the second interim report from Insyteful CEO Ray Methvin. This report shows the industries that would be a good fit for our area.
- 4th on the 5th was very successful. We are guessing we had about 3500 people. All food trucks sold out, the music was great, and the fireworks were perfect. Great response from photographer's pictures. Parking was crazy and is something we need to evaluate for next year.
- Harvest Festival: July, August, and the first part of September have been busy getting ready for the Harvest Festival. This consists of the parade, the queen process, elementary school color run, vendors, live music, communication with FISD for use of property, and clean up.
- Relationships with:
 - High Ground members: a regional economic development organization that promotes the West Texas and Panhandle areas
 - TEDC- This is a statewide organization. This is how I found the facilitator we used for our strategic plan. I've met directors from all over the state that I now contact on a regular basis when I have questions.
 - West Texas Homebuilders Association
 - SEDC- The Southern Economic Development Council is a well-oiled machine. I joined a few months ago. I attended their conference in Virginia back in August. I was asked to do an interview in a podcast that was aired on their channel.
- Site Selector relationships have built through those same memberships. These are important because they are great sounding boards when I need to fill out requests for information from the governor's office.
- Retail Update:
 - Happys opened a few weeks ago. They are doing well and are excited to be here.
 - Chez Sami is opening a second location in Lubbock. Jon Walter reached out to me and said that he does not have any plans to close his Wolfforth location.
- Advertisement:
 - 2 Billboards now up!
 - Parade of Homes magazine
 - Social Media
 - Tap into Wolfforth Website
 - TV Interviews
 - Commercials (2)
 - Southern Economic Development Alliance Podcast

- Possible independent Website
- Business Improvement grants have been built into the new budget. We hope to improve business façade with small, matching grants.
- Oklahoma University Economic Development Institute: I started classes this summer through OU. This program is the only program fully endorsed by the International Economic Development Council. I am expected to graduate in May.
- Frenship Foundation Board of Director: This summer I was asked to serve as a board of director for the Frenship Foundation, therefore furthering relationships with FISD.
- Currently Working on Business Retention and Expansion plans/questions

AGENDA ITEM COMMENTARY

ITEM TITLE

Monthly financial report

INITIATOR/STAFF INFORMATION SOURCE

Randy Criswell, City Manager

BACKGROUND

Please see the attached budget summary report.

- General Fund projected surplus of \$400,000
- Utility Fund projected deficit of \$1.8 million
 - Includes expenditure of \$2.35 million for WTWR consulting fee

EXHIBITS

Budget Report

COUNCIL ACTION/STAFF RECOMMENDATION

No action recommended. Report only unless action deemed appropriate.



City of Wolfforth

My Budget Report

Account Summary

For Fiscal: 2022-2023 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - General Fund						
Revenue						
Department: 000 - Non-departmental						
01-000-31100-000 Property Taxes	3,421,000.00	3,421,000.00	630.88	3,443,675.43	22,675.43	100.66 %
01-000-31200-000 Tax Certificates	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
01-000-31300-000 Sales Tax	1,100,000.00	1,100,000.00	111,569.36	1,109,218.34	9,218.34	100.84 %
01-000-31600-000 Franchise Fees	325,000.00	325,000.00	11,847.67	441,506.98	116,506.98	135.85 %
01-000-31900-000 Penalty & Interest	19,000.00	19,000.00	0.00	0.00	-19,000.00	100.00 %
01-000-32200-000 Building Permits	250,000.00	250,000.00	6,474.04	198,791.85	-51,208.15	20.48 %
01-000-32310-000 Electrical Permits	130,000.00	130,000.00	4,070.45	114,974.00	-15,026.00	11.56 %
01-000-32320-000 Mechanical Permits	145,000.00	145,000.00	3,266.40	121,729.73	-23,270.27	16.05 %
01-000-32330-000 Plumbing Permits	145,000.00	145,000.00	4,652.90	112,752.45	-32,247.55	22.24 %
01-000-32340-000 Sprinkler Permits	0.00	0.00	420.00	6,930.00	6,930.00	0.00 %
01-000-32400-000 Re-Inspection Fees	500.00	500.00	70.00	2,170.00	1,670.00	434.00 %
01-000-32450-000 Engineer Review Fee	100,000.00	100,000.00	0.00	0.00	-100,000.00	100.00 %
01-000-32500-000 Alarm Permits and Fees	600.00	600.00	100.00	580.00	-20.00	3.33 %
01-000-32600-000 Fire Inspections	7,500.00	7,500.00	125.00	375.00	-7,125.00	95.00 %
01-000-32700-000 Solar Panel Permit	4,000.00	4,000.00	175.00	3,850.00	-150.00	3.75 %
01-000-32800-000 Plat Fee	12,000.00	12,000.00	0.00	17,500.00	5,500.00	145.83 %
01-000-32900-000 Miscellaneous Permits	2,000.00	2,000.00	120.00	4,536.48	2,536.48	226.82 %
01-000-33800-000 County Library Funds	14,754.00	14,754.00	0.00	14,754.00	0.00	0.00 %
01-000-33801-000 Library Revenue	0.00	0.00	0.00	39.14	39.14	0.00 %
01-000-33810-000 Library Fines	1,500.00	1,500.00	38.88	1,787.47	287.47	119.16 %
01-000-33820-000 Library Donations	1,500.00	1,500.00	0.25	2,690.87	1,190.87	179.39 %
01-000-33850-000 Library Community Room	1,000.00	1,000.00	0.00	781.58	-218.42	21.84 %
01-000-33860-000 Billboard Revenue	3,000.00	3,000.00	250.00	3,024.92	24.92	100.83 %
01-000-33870-000 Library Book Sale Revenue	500.00	500.00	0.00	446.27	-53.73	10.75 %
01-000-33900-000 Training Center Rental Fee	4,800.00	4,800.00	0.00	4,800.00	0.00	0.00 %
01-000-33950-000 City Buildings Rent	0.00	0.00	0.00	56,388.00	56,388.00	0.00 %
01-000-33955-000 Lease Income	0.00	0.00	30.00	12,360.00	12,360.00	0.00 %
01-000-34200-000 Fire Department Revenue	165,000.00	165,000.00	0.00	164,970.00	-30.00	0.02 %
01-000-34500-000 EMS Billing Revenue	250,000.00	250,000.00	0.00	305,461.47	55,461.47	122.18 %
01-000-34520-000 EMS Standby Revenue	10,000.00	10,000.00	0.00	18,950.00	8,950.00	189.50 %
01-000-34700-000 Kennel Care	450.00	450.00	0.00	634.00	184.00	140.89 %
01-000-34800-000 Valdes Lien 315 Main	600.00	600.00	50.00	335.00	-265.00	44.17 %
01-000-35100-000 Municipal Court Revenue	200,000.00	200,000.00	1,674.49	164,238.98	-35,761.02	17.88 %
01-000-35150-000 Police Donations	500.00	500.00	0.00	1,050.00	550.00	210.00 %
01-000-36110-000 Interest income	50,000.00	50,000.00	-14,618.22	50,042.30	42.30	100.08 %
01-000-36120-000 Ad Valorem Tax Interest	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
01-000-36140-000 JAG Interest	5.00	5.00	0.00	0.00	-5.00	100.00 %
01-000-36600-000 Abatement Reimbursement	0.00	0.00	900.00	4,730.00	4,730.00	0.00 %
01-000-36610-000 Abatement Administration	0.00	0.00	1,200.00	5,220.00	5,220.00	0.00 %
01-000-36800-000 Long/Short	0.00	0.00	0.00	92.60	92.60	0.00 %
01-000-36900-000 Maps and Reports	2,500.00	2,500.00	60.00	990.00	-1,510.00	60.40 %
01-000-36910-000 Miscellaneous Income	10,000.00	10,000.00	-1,349.99	5,987.17	-4,012.83	40.13 %
01-000-36920-000 Salary Expense Recovery	30,000.00	30,000.00	0.00	0.00	-30,000.00	100.00 %
01-000-36960-000 Insurance Recoveries	0.00	0.00	0.00	11,930.59	11,930.59	0.00 %
01-000-37100-000 Municipal Park Income	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
01-000-37201-000 Events receipts	0.00	0.00	-2,195.00	0.00	0.00	0.00 %
01-000-38200-000 Mastercard Rebate	4,000.00	4,000.00	0.00	4,184.61	184.61	104.62 %
01-000-39950-000 Transfers in	248,069.00	248,069.00	0.00	0.00	-248,069.00	100.00 %
Department: 000 - Non-departmental Total:	6,672,278.00	6,672,278.00	129,562.11	6,424,479.23	-247,798.77	3.71%

My Budget Report

For Fiscal: 2022-2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Municipal Court							
01-120-35100-000	Municipal Court Revenue	0.00	0.00	0.00	224.00	224.00	0.00 %
Department: 120 - Municipal Court Total:		0.00	0.00	0.00	224.00	224.00	0.00%
Revenue Total:		6,672,278.00	6,672,278.00	129,562.11	6,424,703.23	-247,574.77	3.71%
Expense							
Department: 000 - Non-departmental							
01-000-44006-000	Transfers Out-Employee Insure	0.00	0.00	0.00	-99,715.07	99,715.07	0.00 %
Department: 000 - Non-departmental Total:		0.00	0.00	0.00	-99,715.07	99,715.07	0.00%
Department: 100 - Admin							
01-100-41000-000	Wages	278,501.00	278,501.00	21,423.08	273,028.93	5,472.07	1.96 %
01-100-41005-000	Longevity	60.00	60.00	4.62	62.37	-2.37	-3.95 %
01-100-41006-000	Certification Pay	3,600.00	3,600.00	276.92	3,461.51	138.49	3.85 %
01-100-41010-000	Vacation Buy Back	10,000.00	10,000.00	2,852.10	13,625.45	-3,625.45	-36.25 %
01-100-41200-000	Retirement	30,951.00	30,951.00	2,413.56	31,364.42	-413.42	-1.34 %
01-100-41300-000	FICA	21,310.00	21,310.00	1,619.50	18,159.28	3,150.72	14.79 %
01-100-41350-000	Special Payroll Tax Payment	0.00	0.00	565.54	37,382.71	-37,382.71	0.00 %
01-100-41400-000	Hospitalization	27,036.00	27,036.00	1,696.12	20,641.05	6,394.95	23.65 %
01-100-41500-000	Workers' Comp	639.00	639.00	0.00	836.68	-197.68	-30.94 %
01-100-41700-000	Unemployment	18.00	18.00	0.00	17.99	0.01	0.06 %
01-100-42010-000	Office Supplies	3,250.00	3,250.00	0.00	5,830.65	-2,580.65	-79.40 %
01-100-42021-000	Cleaning Supplies	1,000.00	1,000.00	0.00	1,034.08	-34.08	-3.41 %
01-100-42025-000	Food/Drinks	1,000.00	1,000.00	0.00	1,110.73	-110.73	-11.07 %
01-100-42030-000	Office Equipment	5,000.00	5,000.00	0.00	7,965.97	-2,965.97	-59.32 %
01-100-42035-000	Computer Equipment	1,500.00	1,500.00	0.00	2,120.82	-620.82	-41.39 %
01-100-42150-000	Training Supplies	1,000.00	1,000.00	0.00	1,358.62	-358.62	-35.86 %
01-100-42195-000	Special Events and Awards	5,250.00	5,250.00	0.00	13,556.57	-8,306.57	-158.22 %
01-100-43101-000	Legal Services	28,000.00	28,000.00	0.00	28,567.45	-567.45	-2.03 %
01-100-43105-000	Onboarding Employee Services	0.00	0.00	0.00	1,210.95	-1,210.95	0.00 %
01-100-43110-000	Other Professional Services	23,500.00	23,500.00	0.00	55,117.37	-31,617.37	-134.54 %
01-100-43125-000	IT Services	78,200.00	78,200.00	0.00	73,951.91	4,248.09	5.43 %
01-100-43130-000	Software Licensing	16,800.00	16,800.00	0.00	30,789.45	-13,989.45	-83.27 %
01-100-43131-000	Software Conversion/Implementa	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
01-100-43140-000	Legal Publications	15,500.00	15,500.00	0.00	3,646.00	11,854.00	76.48 %
01-100-43145-000	Election Services	5,500.00	5,500.00	0.00	11,959.75	-6,459.75	-117.45 %
01-100-43195-000	Electricity/Gas/Phone	65,000.00	65,000.00	3,662.46	86,705.27	-21,705.27	-33.39 %
01-100-43201-000	Janitorial	12,000.00	12,000.00	0.00	35,300.00	-23,300.00	-194.17 %
01-100-43225-000	R & M Building	2,000.00	2,000.00	0.00	17,882.28	-15,882.28	-794.11 %
01-100-43256-000	R & M Damages	0.00	0.00	-13,174.95	-79,003.71	79,003.71	0.00 %
01-100-43265-000	Annual Services Fees	2,400.00	2,400.00	0.00	558.75	1,841.25	76.72 %
01-100-43301-000	Insurance	130,000.00	130,000.00	0.00	161,475.49	-31,475.49	-24.21 %
01-100-43302-000	Insurance Deductibles	0.00	0.00	608.98	608.98	-608.98	0.00 %
01-100-43310-000	Records Management Systems	23,000.00	23,000.00	0.00	16,705.67	6,294.33	27.37 %
01-100-43320-000	Postage/Freight	200.00	200.00	0.00	1,478.41	-1,278.41	-639.21 %
01-100-43401-000	Travel/Training	6,000.00	6,000.00	192.00	6,734.60	-734.60	-12.24 %
01-100-43501-000	Dues/Memberships	2,000.00	2,000.00	0.00	2,384.57	-384.57	-19.23 %
01-100-43505-000	Fees	0.00	0.00	0.00	4,609.75	-4,609.75	0.00 %
01-100-43510-000	Tax Appraisal/Collection	45,000.00	45,000.00	0.00	49,201.34	-4,201.34	-9.34 %
01-100-43700-000	Safety/Security	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
01-100-43900-000	Other Contractual	25,000.00	25,000.00	184.41	21,739.37	3,260.63	13.04 %
01-100-46400-000	Capital Reserves	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00 %
01-100-49360-000	Events disbursements	0.00	0.00	-10,508.07	0.00	0.00	0.00 %
Department: 100 - Admin Total:		888,015.00	888,015.00	11,816.27	963,181.48	-75,166.48	-8.46%
Department: 110 - City Government							
01-110-43000-000	P&C Services--City Government	0.00	0.00	0.00	662.24	-662.24	0.00 %
Department: 110 - City Government Total:		0.00	0.00	0.00	662.24	-662.24	0.00%
Department: 120 - Municipal Court							
01-120-41000-000	Wages	46,768.00	46,768.00	3,436.96	46,955.93	-187.93	-0.40 %

My Budget Report

For Fiscal: 2022-2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-120-41002-000	Overtime	8,000.00	8,000.00	0.00	1,670.26	6,329.74	79.12 %
01-120-41005-000	Longevity	300.00	300.00	23.08	288.50	11.50	3.83 %
01-120-41006-000	Certification Pay	3,600.00	3,600.00	276.94	3,461.75	138.25	3.84 %
01-120-41200-000	Retirement	5,230.00	5,230.00	415.55	5,834.79	-604.79	-11.56 %
01-120-41300-000	FICA	3,601.00	3,601.00	263.67	3,807.70	-206.70	-5.74 %
01-120-41400-000	Hospitalization	11,293.00	11,293.00	809.47	10,224.48	1,068.52	9.46 %
01-120-41500-000	Workers' Comp	115.00	115.00	0.00	385.98	-270.98	-235.63 %
01-120-41700-000	Unemployment	9.00	9.00	0.00	9.13	-0.13	-1.44 %
01-120-42010-000	Office Supplies	1,200.00	1,200.00	0.00	1,170.75	29.25	2.44 %
01-120-42030-000	Office Equipment	0.00	0.00	0.00	104.99	-104.99	0.00 %
01-120-42035-000	Computer Equipment	0.00	2,300.00	0.00	1,582.36	717.64	31.20 %
01-120-43000-000	P&C Services-Municipal Court	0.00	0.00	0.00	1,404.32	-1,404.32	0.00 %
01-120-43101-000	Legal Services	27,000.00	27,000.00	0.00	9,872.05	17,127.95	63.44 %
01-120-43102-000	Collections	105,300.00	105,300.00	0.00	37,257.07	68,042.93	64.62 %
01-120-43103-000	Judge Professional Service	21,000.00	21,000.00	1,000.00	12,006.00	8,994.00	42.83 %
01-120-43130-000	Software Licensing	18,450.00	18,450.00	0.00	12,487.05	5,962.95	32.32 %
01-120-43131-000	Software Conversion/Implementati	0.00	0.00	0.00	16,906.73	-16,906.73	0.00 %
01-120-43320-000	Postage/Freight	2,000.00	2,000.00	0.00	639.85	1,360.15	68.01 %
01-120-43401-000	Travel/Training	1,500.00	1,500.00	0.00	2,096.65	-596.65	-39.78 %
01-120-43501-000	Dues/Memberships	295.00	295.00	0.00	305.00	-10.00	-3.39 %
01-120-47000-000	Municipal Court Refunds	0.00	0.00	0.00	187.00	-187.00	0.00 %
Department: 120 - Municipal Court Total:		255,661.00	257,961.00	6,225.67	168,658.34	89,302.66	34.62%
Department: 150 - Financial Administration							
01-150-41000-000	Wages	113,810.00	113,810.00	3,168.00	40,474.17	73,335.83	64.44 %
01-150-41002-000	Overtime	3,000.00	3,000.00	0.00	967.32	2,032.68	67.76 %
01-150-41005-000	Longevity	120.00	120.00	9.24	110.88	9.12	7.60 %
01-150-41006-000	Certification Pay	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
01-150-41200-000	Retirement	12,659.00	12,659.00	441.37	4,780.52	7,878.48	62.24 %
01-150-41300-000	FICA	8,716.00	8,716.00	303.65	3,284.75	5,431.25	62.31 %
01-150-41400-000	Hospitalization	18,669.00	18,669.00	500.51	5,997.84	12,671.16	67.87 %
01-150-41500-000	Workers' Comp	264.00	264.00	0.00	519.97	-255.97	-96.96 %
01-150-41700-000	Unemployment	18.00	18.00	0.00	9.00	9.00	50.00 %
01-150-42010-000	Office Supplies	3,000.00	3,000.00	0.00	1,096.27	1,903.73	63.46 %
01-150-42025-000	Food/Drinks	0.00	0.00	0.00	116.90	-116.90	0.00 %
01-150-42030-000	Office Equipment	1,000.00	1,000.00	0.00	770.47	229.53	22.95 %
01-150-43000-000	P&C Services-Financial Admin.	0.00	0.00	0.00	-34.32	34.32	0.00 %
01-150-43105-000	Audit Services	60,000.00	60,000.00	0.00	64,950.00	-4,950.00	-8.25 %
01-150-43110-000	Other Professional Services	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
01-150-43130-000	Software Licensing	28,500.00	28,500.00	0.00	30,623.67	-2,123.67	-7.45 %
01-150-43131-000	Software Conversion/Implementati	0.00	0.00	0.00	20,088.65	-20,088.65	0.00 %
01-150-43220-000	Repairs and Maintenance	0.00	0.00	0.00	18.17	-18.17	0.00 %
01-150-43320-000	Postage/Freight	4,500.00	4,500.00	0.00	878.54	3,621.46	80.48 %
01-150-43401-000	Travel/Training	2,000.00	2,000.00	94.32	646.67	1,353.33	67.67 %
01-150-43900-000	Other Contractual	7,600.00	7,600.00	0.00	182,062.50	-174,462.50	-2,295.56 %
Department: 150 - Financial Administration Total:		286,256.00	286,256.00	4,517.09	357,361.97	-71,105.97	-24.84%
Department: 160 - Building and Grounds							
01-160-41000-000	Wages	68,120.00	68,120.00	4,960.00	49,584.79	18,535.21	27.21 %
01-160-41002-000	Overtime	2,000.00	2,000.00	389.25	2,402.25	-402.25	-20.11 %
01-160-41005-000	Longevity	240.00	240.00	0.00	0.00	240.00	100.00 %
01-160-41200-000	Retirement	7,818.00	7,818.00	594.84	5,787.36	2,030.64	25.97 %
01-160-41300-000	FICA	5,383.00	5,383.00	409.21	3,961.25	1,421.75	26.41 %
01-160-41400-000	Hospitalization	13,258.00	13,258.00	990.60	9,566.22	3,691.78	27.85 %
01-160-41500-000	Workers' Comp	1,697.00	1,697.00	0.00	1,467.83	229.17	13.50 %
01-160-41700-000	Unemployment	18.00	18.00	2.56	36.43	-18.43	-102.39 %
01-160-42021-000	Cleaning Supplies	200.00	200.00	0.00	39.47	160.53	80.27 %
01-160-42115-000	Apparel	750.00	750.00	20.84	1,369.31	-619.31	-82.57 %
01-160-42125-000	Fuel/Oil	10,000.00	10,000.00	0.00	6,676.12	3,323.88	33.24 %
01-160-42155-000	Vehicle Supplies	5,000.00	5,000.00	0.00	445.15	4,554.85	91.10 %

My Budget Report

For Fiscal: 2022-2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-160-42160-000	Safety Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-42215-000	Chemical Supplies	100.00	100.00	0.00	76.13	23.87	23.87 %
01-160-42225-000	Mowing Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-160-42230-000	Plumbing Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
01-160-42235-000	Paint Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
01-160-42280-000	Senior Citizen Maint Supplies	1,000.00	1,000.00	0.00	2.99	997.01	99.70 %
01-160-42900-000	Non-Capital Tools & Equipment	600.00	600.00	0.00	279.38	320.62	53.44 %
01-160-42905-000	Other Operating Supplies	3,750.00	3,750.00	0.00	599.50	3,150.50	84.01 %
01-160-43000-000	P&C Services-Bldg. & Grounds	0.00	0.00	0.00	5,212.12	-5,212.12	0.00 %
01-160-43000-002	Services-Training center	0.00	0.00	0.00	535.80	-535.80	0.00 %
01-160-43130-000	Software Licensing	2,750.00	2,750.00	0.00	0.00	2,750.00	100.00 %
01-160-43210-000	Lawn Care	6,720.00	6,720.00	560.00	6,981.94	-261.94	-3.90 %
01-160-43225-000	R & M Building	17,500.00	17,500.00	0.00	1,071.84	16,428.16	93.88 %
01-160-43230-000	R & M Grounds	15,000.00	15,000.00	300.00	1,627.87	13,372.13	89.15 %
01-160-43245-000	R & M Equipment	4,700.00	4,700.00	0.00	4,276.87	423.13	9.00 %
01-160-43250-000	R & M Vandalism	500.00	500.00	0.00	0.00	500.00	100.00 %
01-160-43255-000	R & M Other	500.00	500.00	0.00	0.00	500.00	100.00 %
01-160-43265-000	Annual Services Fees	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00 %
01-160-43900-000	Other Contractual	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-46150-000	Other Improvements	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
Department: 160 - Building and Grounds Total:		196,304.00	196,304.00	8,227.30	114,000.62	82,303.38	41.93%
Department: 205 - Code Enforcement							
01-205-43000-000	Services-Code Enforcement	0.00	0.00	0.00	-13.70	13.70	0.00 %
Department: 205 - Code Enforcement Total:		0.00	0.00	0.00	-13.70	13.70	0.00%
Department: 210 - Police							
01-210-41000-000	Wages	913,070.00	913,070.00	87,401.58	934,030.95	-20,960.95	-2.30 %
01-210-41002-000	Overtime	17,120.00	17,120.00	513.35	15,565.54	1,554.46	9.08 %
01-210-41004-000	Stipend Pay	8,580.00	8,580.00	659.70	8,246.25	333.75	3.89 %
01-210-41005-000	Longevity	5,700.00	5,700.00	415.42	5,262.05	437.95	7.68 %
01-210-41006-000	Certification Pay	27,600.00	27,600.00	2,307.76	26,954.97	645.03	2.34 %
01-210-41200-000	Retirement	103,985.00	103,985.00	10,336.24	110,699.51	-6,714.51	-6.46 %
01-210-41300-000	FICA	70,994.00	70,994.00	6,958.53	74,782.59	-3,788.59	-5.34 %
01-210-41400-000	Hospitalization	133,683.00	133,683.00	9,491.66	112,703.57	20,979.43	15.69 %
01-210-41500-000	Workers' Comp	26,369.00	26,369.00	0.00	23,320.63	3,048.37	11.56 %
01-210-41700-000	Unemployment	144.00	144.00	4.20	162.01	-18.01	-12.51 %
01-210-41900-000	Other Benefits-	12,480.00	12,480.00	0.00	19,240.47	-6,760.47	-54.17 %
01-210-42000-000	Supplies-Police Department	0.00	0.00	0.00	97.89	-97.89	0.00 %
01-210-42010-000	Office Supplies	4,000.00	4,000.00	0.00	3,419.98	580.02	14.50 %
01-210-42035-000	Computer Equipment	1,500.00	1,500.00	0.00	725.34	774.66	51.64 %
01-210-42125-000	Fuel/Oil	85,000.00	85,000.00	0.00	47,323.35	37,676.65	44.33 %
01-210-42135-000	CID	1,000.00	1,000.00	0.00	85.02	914.98	91.50 %
01-210-42140-000	Firearms and Supplies	6,000.00	6,000.00	0.00	6,461.64	-461.64	-7.69 %
01-210-42145-000	K-9 Program	2,500.00	2,500.00	0.00	2,600.77	-100.77	-4.03 %
01-210-42165-000	Vehicle Equipment	2,500.00	2,500.00	0.00	3,503.26	-1,003.26	-40.13 %
01-210-42195-000	Special Events and Awards	3,000.00	3,000.00	0.00	3,107.70	-107.70	-3.59 %
01-210-42900-000	Non-Capital Tools & Equipment	16,000.00	16,000.00	0.00	4,765.99	11,234.01	70.21 %
01-210-43000-000	P&C Services-Police Dept.	0.00	0.00	0.00	805.26	-805.26	0.00 %
01-210-43101-000	Legal Services	7,000.00	7,000.00	0.00	1,939.65	5,060.35	72.29 %
01-210-43110-000	Other Professional Services	45,000.00	45,000.00	308.70	39,153.56	5,846.44	12.99 %
01-210-43125-000	IT Services	5,000.00	5,000.00	0.00	767.42	4,232.58	84.65 %
01-210-43195-000	Electricity/Gas/Phone	6,000.00	6,000.00	0.00	7,112.04	-1,112.04	-18.53 %
01-210-43201-000	Janitorial	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-210-43235-000	R & M Radio	15,800.00	15,800.00	0.00	0.00	15,800.00	100.00 %
01-210-43240-000	R & M Vehicle	34,000.00	34,000.00	559.80	27,997.80	6,002.20	17.65 %
01-210-43255-000	R & M Other	15,500.00	15,500.00	0.00	2,822.05	12,677.95	81.79 %
01-210-43260-000	Equipment Lease	4,700.00	4,700.00	88.64	3,640.71	1,059.29	22.54 %
01-210-43310-000	Records Management Systems	36,500.00	36,500.00	0.00	20,474.57	16,025.43	43.91 %
01-210-43320-000	Postage/Freight	0.00	0.00	0.00	4.80	-4.80	0.00 %

My Budget Report

For Fiscal: 2022-2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-210-43401-000	Travel/Training	13,000.00	13,000.00	0.00	10,011.32	2,988.68	22.99 %
01-210-43501-000	Dues/Memberships	500.00	500.00	0.00	185.00	315.00	63.00 %
01-210-46230-000	Vehicles	0.00	0.00	0.00	119,828.45	-119,828.45	0.00 %
01-210-46300-000	Other Equipment	30,000.00	30,000.00	0.00	38,943.50	-8,943.50	-29.81 %
Department: 210 - Police Total:		1,655,225.00	1,655,225.00	119,045.58	1,676,745.61	-21,520.61	-1.30%
Department: 220 - Fire							
01-220-41000-000	Wages	746,851.00	746,851.00	51,623.61	699,213.60	47,637.40	6.38 %
01-220-41002-000	Overtime	50,000.00	50,000.00	5,852.53	39,814.72	10,185.28	20.37 %
01-220-41004-000	Deputy Chief Pay	54,000.00	54,000.00	923.04	34,690.13	19,309.87	35.76 %
01-220-41005-000	Longevity	780.00	780.00	64.64	796.49	-16.49	-2.11 %
01-220-41006-000	Certification Pay	24,000.00	24,000.00	2,769.26	33,189.61	-9,189.61	-38.29 %
01-220-41200-000	Retirement	45,576.00	45,576.00	4,976.60	55,660.36	-10,084.36	-22.13 %
01-220-41240-000	Firefighters Retirement	24,000.00	24,000.00	0.00	4,860.00	19,140.00	79.75 %
01-220-41300-000	FICA	50,741.00	50,741.00	4,788.39	60,557.35	-9,816.35	-19.35 %
01-220-41400-000	Hospitalization	64,528.00	64,528.00	4,158.78	50,198.83	14,329.17	22.21 %
01-220-41500-000	Workers' Comp	26,297.00	26,297.00	0.00	24,721.06	1,575.94	5.99 %
01-220-41700-000	Unemployment	252.00	252.00	6.93	-617.11	869.11	344.88 %
01-220-42010-000	Office Supplies	1,650.00	1,650.00	0.00	3,723.91	-2,073.91	-125.69 %
01-220-42015-000	Telephone/Utilities	10,000.00	10,000.00	0.00	17,099.30	-7,099.30	-70.99 %
01-220-42021-000	Cleaning Supplies	5,830.00	5,830.00	0.00	1,428.09	4,401.91	75.50 %
01-220-42025-000	Food/Drinks	10,000.00	10,000.00	0.00	4,354.23	5,645.77	56.46 %
01-220-42030-000	Office Equipment	10,000.00	10,000.00	0.00	6,660.35	3,339.65	33.40 %
01-220-42035-000	Computer Equipment	6,600.00	6,600.00	0.00	5,577.37	1,022.63	15.49 %
01-220-42110-000	Turnout Gear	89,595.00	89,595.00	0.00	40,022.20	49,572.80	55.33 %
01-220-42115-000	Apparel	5,500.00	5,500.00	0.00	5,013.27	486.73	8.85 %
01-220-42120-000	Medical Supplies	48,750.00	48,750.00	0.00	29,756.92	18,993.08	38.96 %
01-220-42125-000	Fuel/Oil	22,000.00	22,000.00	0.00	24,203.30	-2,203.30	-10.02 %
01-220-42130-000	Pager/Radio Supplies	7,700.00	7,700.00	0.00	353.75	7,346.25	95.41 %
01-220-42150-000	Training Supplies	11,000.00	11,000.00	0.00	94.12	10,905.88	99.14 %
01-220-42155-000	Vehicle Supplies	6,000.00	6,000.00	0.00	22,438.05	-16,438.05	-273.97 %
01-220-42195-000	Special Events and Awards	7,000.00	7,000.00	0.00	4,835.97	2,164.03	30.91 %
01-220-42900-000	Non-Capital Tools & Equipment	82,775.00	82,775.00	0.00	55,294.36	27,480.64	33.20 %
01-220-42905-000	Other Operating Supplies	22,700.00	22,700.00	-55.55	2,386.32	20,313.68	89.49 %
01-220-43000-000	P&C Services-Fire & EMS	0.00	0.00	0.00	477.75	-477.75	0.00 %
01-220-43000-001	Services	0.00	0.00	2,075.00	14,192.50	-14,192.50	0.00 %
01-220-43101-000	Legal Services	275.00	275.00	0.00	216.00	59.00	21.45 %
01-220-43110-000	Other Professional Services	13,000.00	13,000.00	0.00	5,264.63	7,735.37	59.50 %
01-220-43125-000	IT Services	0.00	0.00	0.00	387.62	-387.62	0.00 %
01-220-43130-000	Software and Licensing	14,850.00	14,850.00	0.00	10,817.42	4,032.58	27.16 %
01-220-43201-000	Janitorial	0.00	0.00	0.00	6,900.00	-6,900.00	0.00 %
01-220-43225-000	R & M Building	11,000.00	11,000.00	0.00	7,615.50	3,384.50	30.77 %
01-220-43230-000	R & M Grounds	8,800.00	8,800.00	0.00	1,030.00	7,770.00	88.30 %
01-220-43235-000	R & M Radio	550.00	550.00	0.00	0.00	550.00	100.00 %
01-220-43240-000	R & M Vehicle	37,400.00	37,400.00	77.00	16,558.46	20,841.54	55.73 %
01-220-43245-000	R & M Equipment	60,650.00	60,650.00	0.00	49,687.86	10,962.14	18.07 %
01-220-43255-000	R & M Other	0.00	0.00	0.00	345.14	-345.14	0.00 %
01-220-43265-000	Annual Services Fees	16,555.00	16,555.00	0.00	16,373.88	181.12	1.09 %
01-220-43320-000	Postage/Freight	110.00	110.00	0.00	31.14	78.86	71.69 %
01-220-43401-000	Travel/Training	30,800.00	30,800.00	0.00	23,771.79	7,028.21	22.82 %
01-220-43501-000	Dues/Memberships	2,640.00	2,640.00	0.00	4,170.00	-1,530.00	-57.95 %
01-220-43600-000	Licenses and Certifications	4,510.00	4,510.00	0.00	1,931.14	2,578.86	57.18 %
01-220-43900-000	Other Contractual	10,000.00	10,000.00	0.00	565.24	9,434.76	94.35 %
01-220-44000-000	Operating-Fire & EMS	0.00	0.00	0.00	2,201.00	-2,201.00	0.00 %
01-220-46130-000	Building Improvements	45,000.00	45,000.00	0.00	64,785.00	-19,785.00	-43.97 %
01-220-46230-000	Vehicles	0.00	0.00	0.00	3,595.23	-3,595.23	0.00 %
01-220-46240-000	Furniture/Fixtures	10,000.00	10,000.00	0.00	11,336.55	-1,336.55	-13.37 %
01-220-46250-000	Office Equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %

My Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-220-46300-000	Other Equipment	0.00	0.00	0.00	7,332.36	-7,332.36	0.00 %
Department: 220 - Fire Total:		1,703,265.00	1,703,265.00	77,260.23	1,475,912.76	227,352.24	13.35%
Department: 230 - Emergency Management							
01-230-42010-000	Office Supplies	550.00	550.00	0.00	0.00	550.00	100.00 %
01-230-42015-000	Telephone/Utilities	0.00	0.00	0.00	527.49	-527.49	0.00 %
01-230-42115-000	Apparel	500.00	500.00	0.00	0.00	500.00	100.00 %
01-230-42125-000	Fuel/Oil	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-230-42155-000	Vehicle Supplies	5,000.00	5,000.00	0.00	388.00	4,612.00	92.24 %
01-230-43000-000	P&C Services-Emergency Mgmt.	0.00	0.00	0.00	42.36	-42.36	0.00 %
01-230-43240-000	R & M Vehicle	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
01-230-43265-000	Annual Services Fees	7,800.00	7,800.00	0.00	5,145.18	2,654.82	34.04 %
01-230-43401-000	Travel/Training	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
Department: 230 - Emergency Management Total:		35,850.00	35,850.00	0.00	6,103.03	29,746.97	82.98%
Department: 250 - Miscellaneous Public Service							
01-250-42021-000	Cleaning Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
01-250-42115-000	Apparel	100.00	100.00	0.00	0.00	100.00	100.00 %
01-250-42125-000	Fuel/Oil	1,150.00	1,150.00	0.00	0.00	1,150.00	100.00 %
01-250-42155-000	Vehicle Supplies	250.00	250.00	0.00	40.50	209.50	83.80 %
01-250-42160-000	Safety Equipment	900.00	900.00	0.00	0.00	900.00	100.00 %
01-250-42240-000	Kennel Supplies	2,000.00	2,000.00	0.00	2,018.95	-18.95	-0.95 %
01-250-42900-000	Non-Capital Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
01-250-42905-000	Other Operating Supplies	4,500.00	4,500.00	0.00	126.35	4,373.65	97.19 %
01-250-43110-000	Other Professional Services	1,500.00	1,500.00	0.00	2,465.64	-965.64	-64.38 %
01-250-43130-000	Software Licensing	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
01-250-43201-000	Janitorial	150.00	150.00	0.00	312.60	-162.60	-108.40 %
01-250-43230-000	R & M Grounds	500.00	500.00	0.00	5.00	495.00	99.00 %
01-250-43255-000	R & M Other	150.00	150.00	0.00	0.00	150.00	100.00 %
01-250-43265-000	Annual Services Fees	600.00	600.00	0.00	0.00	600.00	100.00 %
01-250-43600-000	Licenses and Certifications	1,055.00	1,055.00	0.00	931.26	123.74	11.73 %
Department: 250 - Miscellaneous Public Service Total:		16,355.00	16,355.00	0.00	5,900.30	10,454.70	63.92%
Department: 260 - Library							
01-260-41000-000	Wages	169,250.00	169,250.00	12,199.67	159,755.33	9,494.67	5.61 %
01-260-41001-000	Temporary Salaries	2,800.00	2,800.00	0.00	1,592.38	1,207.62	43.13 %
01-260-41005-000	Longevity	1,020.00	1,020.00	87.70	1,087.01	-67.01	-6.57 %
01-260-41006-000	Certification Pay	5,100.00	5,100.00	553.86	6,138.70	-1,038.70	-20.37 %
01-260-41200-000	Retirement	14,779.00	14,779.00	1,192.22	15,302.64	-523.64	-3.54 %
01-260-41300-000	FICA	13,240.00	13,240.00	937.93	12,495.96	744.04	5.62 %
01-260-41400-000	Hospitalization	29,314.00	29,314.00	2,117.87	26,193.10	3,120.90	10.65 %
01-260-41500-000	Workers' Comp	533.00	533.00	0.00	943.78	-410.78	-77.07 %
01-260-41700-000	Unemployment	63.00	63.00	2.14	58.16	4.84	7.68 %
01-260-42000-000	Supplies-Library	0.00	0.00	0.00	1,130.80	-1,130.80	0.00 %
01-260-42010-000	Office Supplies	8,000.00	8,000.00	0.00	4,925.00	3,075.00	38.44 %
01-260-42011-000	Processing Supplies	8,500.00	8,500.00	0.00	6,909.56	1,590.44	18.71 %
01-260-42012-000	Marketing Supplies	1,500.00	1,500.00	0.00	1,731.37	-231.37	-15.42 %
01-260-42013-000	Periodicals	1,500.00	1,500.00	0.00	275.47	1,224.53	81.64 %
01-260-42020-000	Building Supplies	1,250.00	1,250.00	0.00	1,049.69	200.31	16.02 %
01-260-42021-000	Cleaning Supplies	1,800.00	1,800.00	0.00	1,233.21	566.79	31.49 %
01-260-42025-000	Food/Drinks	1,750.00	1,750.00	0.00	1,401.69	348.31	19.90 %
01-260-42030-000	Office Equipment	1,000.00	1,000.00	0.00	1,101.31	-101.31	-10.13 %
01-260-42035-000	Computer Equipment	1,250.00	3,584.00	0.00	3,641.83	-57.83	-1.61 %
01-260-42185-000	Community Outreach	1,100.00	1,100.00	0.00	868.10	231.90	21.08 %
01-260-42190-000	Program Supplies	13,500.00	13,500.00	623.63	15,353.19	-1,853.19	-13.73 %
01-260-42905-000	Other Operating Supplies	1,000.00	1,000.00	0.00	984.71	15.29	1.53 %
01-260-43000-000	P&C Services-Library	0.00	0.00	0.00	1,011.24	-1,011.24	0.00 %
01-260-43101-000	Legal Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-260-43125-000	IT Services	25,000.00	25,000.00	0.00	986.98	24,013.02	96.05 %
01-260-43130-000	Software Licensing	5,500.00	5,500.00	0.00	6,157.89	-657.89	-11.96 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-260-43195-000	Electricity/Gas/Phone	16,000.00	16,000.00	0.00	13,065.83	2,934.17	18.34 %
01-260-43201-000	Janitorial	13,800.00	13,800.00	0.00	18,025.00	-4,225.00	-30.62 %
01-260-43220-000	Repairs and Maintenance	1,500.00	1,500.00	0.00	32.43	1,467.57	97.84 %
01-260-43225-000	R & M Building	15,000.00	15,000.00	0.00	4,169.59	10,830.41	72.20 %
01-260-43230-000	R & M Grounds	3,500.00	3,500.00	0.00	3,822.35	-322.35	-9.21 %
01-260-43260-000	Equipment Lease	4,250.00	4,250.00	0.00	3,184.88	1,065.12	25.06 %
01-260-43320-000	Postage/Freight	1,000.00	1,000.00	0.00	451.25	548.75	54.88 %
01-260-43401-000	Travel/Training	7,000.00	7,000.00	0.00	4,918.47	2,081.53	29.74 %
01-260-43501-000	Dues/Memberships	2,000.00	2,000.00	0.00	1,158.40	841.60	42.08 %
01-260-43700-000	Safety/Security	1,500.00	1,500.00	0.00	47.95	1,452.05	96.80 %
01-260-43900-000	Other Contractual	1,500.00	1,500.00	0.00	1,019.88	480.12	32.01 %
01-260-46000-000	Capital-Library	0.00	0.00	0.00	1,992.54	-1,992.54	0.00 %
01-260-46001-000	Capital Books-Library	25,000.00	25,000.00	0.00	19,964.46	5,035.54	20.14 %
01-260-46110-000	Site Improvements	0.00	0.00	0.00	11,000.00	-11,000.00	0.00 %
Department: 260 - Library Total:		402,299.00	404,633.00	17,715.02	355,182.13	49,450.87	12.22%
Department: 310 - Streets							
01-310-41000-000	Wages	31,824.00	31,824.00	2,448.00	31,337.48	486.52	1.53 %
01-310-41002-000	Overtime	2,000.00	2,000.00	0.00	45.98	1,954.02	97.70 %
01-310-41005-000	Longevity	0.00	0.00	4.62	53.13	-53.13	0.00 %
01-310-41200-000	Retirement	3,759.00	3,759.00	272.74	3,499.82	259.18	6.89 %
01-310-41300-000	FICA	2,589.00	2,589.00	187.62	2,404.82	184.18	7.11 %
01-310-41400-000	Hospitalization	6,576.00	6,576.00	495.05	5,944.70	631.30	9.60 %
01-310-41500-000	Workers' Comp	804.00	804.00	0.00	462.89	341.11	42.43 %
01-310-41700-000	Unemployment	9.00	9.00	0.00	9.02	-0.02	-0.22 %
01-310-42015-000	Telephone/Utilities	500.00	500.00	0.00	227.94	272.06	54.41 %
01-310-42115-000	Apparel	250.00	250.00	11.79	382.06	-132.06	-52.82 %
01-310-42125-000	Fuel/Oil	2,250.00	2,250.00	0.00	1,100.67	1,149.33	51.08 %
01-310-42155-000	Vehicle Supplies	500.00	500.00	0.00	988.71	-488.71	-97.74 %
01-310-42160-000	Safety Equipment	750.00	750.00	0.00	14.99	735.01	98.00 %
01-310-42210-000	Asphalt Products	7,000.00	7,000.00	0.00	12,400.00	-5,400.00	-77.14 %
01-310-42220-000	Signage	1,000.00	1,000.00	0.00	500.00	500.00	50.00 %
01-310-42255-000	Street Lighting	10,000.00	10,000.00	0.00	42,131.04	-32,131.04	-321.31 %
01-310-42900-000	Non-Capital Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
01-310-42905-000	Other Operating Supplies	1,000.00	1,000.00	0.00	178.15	821.85	82.19 %
01-310-43000-000	P&C Services-Streets/Paving	0.00	0.00	0.00	43.28	-43.28	0.00 %
01-310-43221-000	Sealcoating/Street Maintenance	165,000.00	165,000.00	0.00	7,315.69	157,684.31	95.57 %
01-310-43222-000	Signal Control	3,010.00	3,010.00	0.00	0.00	3,010.00	100.00 %
01-310-43240-000	R & M Vehicle	500.00	500.00	0.00	54.46	445.54	89.11 %
01-310-43245-000	R & M Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
01-310-43247-000	R & M Streets	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-310-43255-000	R & M Other	250.00	250.00	0.00	1,223.12	-973.12	-389.25 %
01-310-43900-000	Other Contractual	500.00	500.00	0.00	0.00	500.00	100.00 %
01-310-46300-000	Other Equipment	19,000.00	19,000.00	0.00	8,900.00	10,100.00	53.16 %
Department: 310 - Streets Total:		264,821.00	264,821.00	3,419.82	119,217.95	145,603.05	54.98%
Department: 350 - Parks							
01-350-41000-000	Wages	31,305.00	31,305.00	2,408.00	31,123.40	181.60	0.58 %
01-350-41002-000	Overtime	2,000.00	2,000.00	191.89	4,278.04	-2,278.04	-113.90 %
01-350-41200-000	Retirement	3,701.00	3,701.00	289.10	3,941.20	-240.20	-6.49 %
01-350-41300-000	FICA	2,548.00	2,548.00	196.24	2,684.35	-136.35	-5.35 %
01-350-41400-000	Hospitalization	6,567.00	6,567.00	494.75	5,940.90	626.10	9.53 %
01-350-41500-000	Workers' Comp	804.00	804.00	0.00	669.97	134.03	16.67 %
01-350-41700-000	Unemployment	9.00	9.00	0.00	15.76	-6.76	-75.11 %
01-350-42115-000	Apparel	250.00	250.00	6.43	401.05	-151.05	-60.42 %
01-350-42125-000	Fuel/Oil	2,000.00	2,000.00	0.00	104.20	1,895.80	94.79 %
01-350-42155-000	Vehicle Supplies	250.00	250.00	0.00	643.56	-393.56	-157.42 %
01-350-42160-000	Safety Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
01-350-42220-000	Signage	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-350-42250-000	Electricity Baseball Field	17,765.00	17,765.00	0.00	0.00	17,765.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-350-42905-000	Other Operating Supplies	2,500.00	2,500.00	0.00	311.07	2,188.93	87.56 %
01-350-43000-000	P&C Services-Parks	0.00	0.00	0.00	975.21	-975.21	0.00 %
01-350-43195-000	Electricity/Gas/Phone	7,500.00	7,500.00	0.00	25,752.41	-18,252.41	-243.37 %
01-350-43201-000	Janitorial	250.00	250.00	0.00	14.99	235.01	94.00 %
01-350-43210-000	Lawn Care	35,000.00	35,000.00	2,700.00	41,285.09	-6,285.09	-17.96 %
01-350-43230-000	R & M Grounds	2,000.00	2,000.00	0.00	2,477.98	-477.98	-23.90 %
01-350-43250-000	R & M Vandalism	250.00	250.00	0.00	0.00	250.00	100.00 %
01-350-43255-000	R & M Other	500.00	500.00	0.00	0.00	500.00	100.00 %
01-350-43900-000	Other Contractual	7,800.00	7,800.00	650.00	6,500.00	1,300.00	16.67 %
Department: 350 - Parks Total:		124,749.00	124,749.00	6,936.41	127,119.18	-2,370.18	-1.90%
Department: 400 - Planning							
01-400-41000-000	Wages	197,465.00	197,465.00	15,647.77	146,932.08	50,532.92	25.59 %
01-400-41002-000	Overtime	0.00	0.00	0.00	244.18	-244.18	0.00 %
01-400-41005-000	Longevity	240.00	240.00	4.62	168.51	71.49	29.79 %
01-400-41006-000	Certification Pay	4,800.00	4,800.00	553.84	4,938.52	-138.52	-2.89 %
01-400-41200-000	Retirement	21,967.00	21,967.00	1,847.29	17,018.52	4,948.48	22.53 %
01-400-41300-000	FICA	15,125.00	15,125.00	1,228.54	11,609.94	3,515.06	23.24 %
01-400-41400-000	Hospitalization	27,345.00	27,345.00	2,637.54	21,906.07	5,438.93	19.89 %
01-400-41500-000	Workers' Comp	460.00	460.00	0.00	684.42	-224.42	-48.79 %
01-400-41700-000	Unemployment	36.00	36.00	0.85	49.55	-13.55	-37.64 %
01-400-42010-000	Office Supplies	2,000.00	2,000.00	0.00	2,169.83	-169.83	-8.49 %
01-400-42030-000	Office Equipment	1,500.00	1,500.00	0.00	943.46	556.54	37.10 %
01-400-42035-000	Computer Equipment	4,605.00	4,605.00	0.00	3,290.38	1,314.62	28.55 %
01-400-42115-000	Apparel	500.00	500.00	0.00	217.00	283.00	56.60 %
01-400-42125-000	Fuel/Oil	7,200.00	7,200.00	0.00	2,346.58	4,853.42	67.41 %
01-400-42155-000	Vehicle Supplies	1,000.00	1,000.00	0.00	671.29	328.71	32.87 %
01-400-42195-000	Special Events and Awards	1,000.00	1,000.00	0.00	154.47	845.53	84.55 %
01-400-43000-000	Services-Planning and Zoning	0.00	0.00	0.00	1,779.50	-1,779.50	0.00 %
01-400-43101-000	Legal Services	20,000.00	20,000.00	0.00	7,851.53	12,148.47	60.74 %
01-400-43115-000	Engineering Services	45,000.00	45,000.00	0.00	129,595.50	-84,595.50	-187.99 %
01-400-43116-000	Inspection Services	308,000.00	308,000.00	0.00	269,055.86	38,944.14	12.64 %
01-400-43130-000	Software Licensing	25,000.00	25,000.00	0.00	29,131.70	-4,131.70	-16.53 %
01-400-43140-000	Legal Publications	5,700.00	5,700.00	0.00	2,163.76	3,536.24	62.04 %
01-400-43155-000	Abatement/demolition	10,000.00	10,000.00	180.00	11,165.00	-1,165.00	-11.65 %
01-400-43195-000	Electricity/Gas/Phone	0.00	0.00	0.00	2,636.34	-2,636.34	0.00 %
01-400-43240-000	R & M Vehicle	1,000.00	1,000.00	0.00	750.00	250.00	25.00 %
01-400-43320-000	Postage/Freight	2,500.00	2,500.00	0.00	925.25	1,574.75	62.99 %
01-400-43401-000	Travel/Training	3,500.00	3,500.00	0.00	1,497.65	2,002.35	57.21 %
01-400-43501-000	Dues/Memberships	1,000.00	1,000.00	1,230.00	1,476.00	-476.00	-47.60 %
Department: 400 - Planning Total:		706,943.00	706,943.00	23,330.45	671,372.89	35,570.11	5.03%
Department: 752 - Economic Development							
01-752-41000-000	Wages	85,000.00	85,000.00	5,430.76	18,619.21	66,380.79	78.10 %
01-752-41006-000	Certification Pay	0.00	0.00	184.62	627.73	-627.73	0.00 %
01-752-41200-000	Retirement	9,445.00	9,445.00	624.44	2,140.28	7,304.72	77.34 %
01-752-41300-000	FICA	6,503.00	6,503.00	381.20	1,315.16	5,187.84	79.78 %
01-752-41400-000	Hospitalization	7,783.00	7,783.00	1,096.51	3,563.64	4,219.36	54.21 %
01-752-41500-000	Workers' Comp	2,825.00	2,825.00	0.00	0.00	2,825.00	100.00 %
01-752-41700-000	Unemployment	9.00	9.00	0.00	2.70	6.30	70.00 %
01-752-42010-000	Office Supplies	3,000.00	3,000.00	0.00	81.03	2,918.97	97.30 %
01-752-42030-000	Office Equipment	2,500.00	2,500.00	0.00	1,128.95	1,371.05	54.84 %
01-752-42035-000	Computer Equipment	3,200.00	3,200.00	0.00	1,252.86	1,947.14	60.85 %
01-752-43110-000	Other Professional Services	0.00	0.00	0.00	110.77	-110.77	0.00 %
01-752-43130-000	Software Licensing	0.00	0.00	0.00	159.11	-159.11	0.00 %
01-752-43401-000	Travel/Training	0.00	0.00	0.00	5,089.07	-5,089.07	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-752-43501-000	Dues/Memberships	0.00	0.00	0.00	1,392.32	-1,392.32	0.00 %
Department: 752 - Economic Development Total:		120,265.00	120,265.00	7,717.53	35,482.83	84,782.17	70.50%
Expense Total:		6,656,008.00	6,660,642.00	286,211.37	5,977,172.56	683,469.44	10.26%
Fund: 01 - General Fund Surplus (Deficit):		16,270.00	11,636.00	-156,649.26	447,530.67	435,894.67	-3,746.09%
Fund: 02 - Enterprise Fund							
Revenue							
Department: 000 - Non-departmental							
02-000-31810-000	Restitution Pmts Rec	950.00	950.00	0.00	0.00	-950.00	100.00 %
02-000-32450-000	Engineer Review Fee	45,000.00	45,000.00	0.00	0.00	-45,000.00	100.00 %
02-000-33960-000	328 E. Hwy Rent	58,000.00	58,000.00	0.00	0.00	-58,000.00	100.00 %
02-000-36110-000	Interest income	50,000.00	50,000.00	0.00	86,551.46	36,551.46	173.10 %
02-000-36200-000	MS4 Permits	20,000.00	20,000.00	327.25	1,617.25	-18,382.75	91.91 %
02-000-36300-000	Well Permit Fees	250.00	250.00	0.00	240.00	-10.00	4.00 %
02-000-36400-000	Lease Income	12,300.00	12,300.00	0.00	12,000.00	-300.00	2.44 %
02-000-36500-000	Meter Set and Sewer Access	300,000.00	300,000.00	8,200.00	314,846.04	14,846.04	104.95 %
02-000-36800-000	Long/Short	0.00	0.00	0.00	23.21	23.21	0.00 %
02-000-36900-000	Miscellaneous Income	10,000.00	10,000.00	149.99	63,936.40	53,936.40	639.36 %
02-000-36960-000	Insurance Recoveries	0.00	0.00	0.00	11,190.06	11,190.06	0.00 %
02-000-38100-000	Water Revenue	2,300,000.00	2,300,000.00	-151.92	3,297,666.02	997,666.02	143.38 %
02-000-38200-000	Sewer Revenue	900,000.00	900,000.00	0.00	1,005,649.81	105,649.81	111.74 %
02-000-38250-000	Mastercard Rebate	4,500.00	4,500.00	0.00	4,184.61	-315.39	7.01 %
02-000-38300-000	Water Treatment	254,000.00	254,000.00	0.00	270,838.08	16,838.08	106.63 %
02-000-38400-000	Sanitation Revenue	805,000.00	805,000.00	-19.43	843,323.57	38,323.57	104.76 %
02-000-38500-000	Sales Tax Discount	35,000.00	35,000.00	0.00	301.63	-34,698.37	99.14 %
02-000-38600-000	Late Charges	115,000.00	115,000.00	0.00	83,864.21	-31,135.79	27.07 %
02-000-38900-000	Contract Utility Revenue	0.00	0.00	0.00	686.61	686.61	0.00 %
02-000-39300-000	Tax Note/C of O Proceeds	370,027.50	370,027.50	0.00	0.00	-370,027.50	100.00 %
02-000-39950-000	Transfers in	58,000.00	58,000.00	0.00	50,952.04	-7,047.96	12.15 %
Department: 000 - Non-departmental Total:		5,338,027.50	5,338,027.50	8,505.89	6,047,871.00	709,843.50	13.30%
Revenue Total:		5,338,027.50	5,338,027.50	8,505.89	6,047,871.00	709,843.50	13.30%
Expense							
Department: 000 - Non-departmental							
02-000-48001-000	Debt Service Interest	429,207.00	429,207.00	0.00	508,628.63	-79,421.63	-18.50 %
02-000-48002-000	Debt Service Fees	0.00	0.00	0.00	1,646.27	-1,646.27	0.00 %
02-000-48003-000	Debt Service Principal	815,000.00	815,000.00	0.00	1,345,656.00	-530,656.00	-65.11 %
02-000-48480-030	Tax Note 2023 COI	0.00	0.00	0.00	52,179.20	-52,179.20	0.00 %
02-000-48481-000	Tax Note 2023A COI	0.00	0.00	0.00	42,590.00	-42,590.00	0.00 %
02-000-48600-000	Tax Note Principal	341,950.00	341,950.00	0.00	0.00	341,950.00	100.00 %
02-000-48601-000	Tax Note Interest	45,873.00	45,873.00	0.00	0.00	45,873.00	100.00 %
Department: 000 - Non-departmental Total:		1,632,030.00	1,632,030.00	0.00	1,950,700.10	-318,670.10	-19.53%
Department: 100 - Admin							
02-100-41000-000	Wages	131,851.00	131,851.00	10,162.31	132,791.03	-940.03	-0.71 %
02-100-41005-000	Longevity	1,920.00	1,920.00	147.70	1,846.25	73.75	3.84 %
02-100-41006-000	Certification Pay	12,000.00	12,000.00	923.08	11,538.50	461.50	3.85 %
02-100-41010-000	Vacation Buy back	10,000.00	10,000.00	0.00	942.54	9,057.46	90.57 %
02-100-41200-000	Retirement	14,863.00	14,863.00	1,249.12	16,274.48	-1,411.48	-9.50 %
02-100-41300-000	FICA	10,234.00	10,234.00	859.33	11,182.42	-948.42	-9.27 %
02-100-41400-000	Hospitalization	14,701.00	14,701.00	1,029.94	11,265.83	3,435.17	23.37 %
02-100-41500-000	Workers' Comp	3,516.00	3,516.00	0.00	3,141.47	374.53	10.65 %
02-100-41700-000	Unemployment	18.00	18.00	0.00	17.98	0.02	0.11 %
02-100-42010-000	Office Supplies	1,200.00	1,200.00	0.00	458.23	741.77	61.81 %
02-100-42012-000	Marketing Supplies	1,200.00	1,200.00	0.00	463.08	736.92	61.41 %
02-100-42015-000	Telephone/Utilities	1,200.00	1,200.00	0.00	5,292.28	-4,092.28	-341.02 %
02-100-42025-000	Food/Drinks	750.00	750.00	0.00	1,821.13	-1,071.13	-142.82 %
02-100-42030-000	Office Equipment	250.00	250.00	0.00	3,338.63	-3,088.63	-1,235.45 %
02-100-42035-000	Computer Equipment	250.00	250.00	0.00	33.12	216.88	86.75 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
02-100-42115-000	Apparel	1,200.00	1,200.00	34.14	3,661.72	-2,461.72	-205.14 %
02-100-42125-000	Fuel/Oil	17,800.00	17,800.00	0.00	10,757.64	7,042.36	39.56 %
02-100-42141-000	Employee Supplies	0.00	0.00	0.00	1,942.04	-1,942.04	0.00 %
02-100-42155-000	Vehicle Supplies	500.00	500.00	0.00	4,605.86	-4,105.86	-821.17 %
02-100-42160-000	Safety Equipment	250.00	250.00	0.00	382.55	-132.55	-53.02 %
02-100-42195-000	Special Events and Awards	500.00	500.00	0.00	210.00	290.00	58.00 %
02-100-42900-000	Non-Capital Tools & Equipment	250.00	250.00	0.00	3,603.84	-3,353.84	-1,341.54 %
02-100-42905-000	Other Operating Supplies	250.00	250.00	0.00	855.14	-605.14	-242.06 %
02-100-43101-000	Legal Services	5,000.00	5,000.00	0.00	8,550.00	-3,550.00	-71.00 %
02-100-43105-000	Onboarding Employee Services	0.00	0.00	0.00	300.00	-300.00	0.00 %
02-100-43110-000	Other Professional Services	5,000.00	5,000.00	0.00	20,121.24	-15,121.24	-302.42 %
02-100-43115-000	Engineering Services	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
02-100-43130-000	Software Licensing	14,500.00	14,500.00	0.00	3,348.24	11,151.76	76.91 %
02-100-43150-000	Marketing	1,000.00	1,000.00	0.00	869.50	130.50	13.05 %
02-100-43195-000	Electricity/Gas/Phone	236,800.00	236,800.00	0.00	230,890.00	5,910.00	2.50 %
02-100-43201-000	Janitorial	7,500.00	7,500.00	0.00	1,875.00	5,625.00	75.00 %
02-100-43240-000	R & M Vehicle	1,500.00	1,500.00	0.00	2,185.19	-685.19	-45.68 %
02-100-43265-000	Annual Services Fees	31,500.00	31,500.00	0.00	53,953.82	-22,453.82	-71.28 %
02-100-43301-000	Insurance	50,000.00	50,000.00	0.00	27,300.71	22,699.29	45.40 %
02-100-43401-000	Travel/Training	5,000.00	5,000.00	0.00	668.33	4,331.67	86.63 %
02-100-43501-000	Dues/Memberships	1,000.00	1,000.00	0.00	346.00	654.00	65.40 %
02-100-43505-000	Fees	0.00	0.00	0.00	37,493.30	-37,493.30	0.00 %
02-100-43600-000	Licenses and Certifications	1,200.00	1,200.00	0.00	1,523.38	-323.38	-26.95 %
02-100-43900-000	Other Contractual	5,000.00	5,000.00	23.13	3,726.78	1,273.22	25.46 %
02-100-46130-000	Building Improvements	50,000.00	50,000.00	0.00	99.96	49,900.04	99.80 %
02-100-46150-000	Other Improvements	0.00	0.00	0.00	19,190.00	-19,190.00	0.00 %
02-100-49995-000	Transfers out	248,069.00	248,069.00	0.00	0.00	248,069.00	100.00 %
Department: 100 - Admin Total:		937,772.00	937,772.00	14,428.75	638,867.21	298,904.79	31.87%
Department: 110 - City Government							
02-110-43000-000	P&C Services-City Government	0.00	0.00	0.00	662.24	-662.24	0.00 %
Department: 110 - City Government Total:		0.00	0.00	0.00	662.24	-662.24	0.00%
Department: 130 - Engineering							
02-130-43000-000	Services-Engineering	0.00	0.00	0.00	13,761.76	-13,761.76	0.00 %
02-130-43115-000	Engineering Services	156,000.00	156,000.00	0.00	141,570.00	14,430.00	9.25 %
02-130-43116-000	Inspection Services	400,000.00	400,000.00	0.00	200,488.00	199,512.00	49.88 %
Department: 130 - Engineering Total:		556,000.00	556,000.00	0.00	355,819.76	200,180.24	36.00%
Department: 150 - Financial Administration							
02-150-43000-000	P&C Services-Financial Admin.	0.00	0.00	0.00	9,115.00	-9,115.00	0.00 %
Department: 150 - Financial Administration Total:		0.00	0.00	0.00	9,115.00	-9,115.00	0.00%
Department: 160 - Building and Grounds							
02-160-43000-000	P&C Services-Bldg. & Grounds	0.00	0.00	0.00	669.44	-669.44	0.00 %
Department: 160 - Building and Grounds Total:		0.00	0.00	0.00	669.44	-669.44	0.00%
Department: 315 - Utility Billing							
02-315-41000-000	Wages	102,395.00	102,395.00	7,911.03	100,369.39	2,025.61	1.98 %
02-315-41002-000	Overtime	2,000.00	2,000.00	56.84	1,115.04	884.96	44.25 %
02-315-41005-000	Longevity	120.00	120.00	9.24	110.88	9.12	7.60 %
02-315-41200-000	Retirement	11,391.00	11,391.00	887.06	11,310.72	80.28	0.70 %
02-315-41300-000	FICA	7,843.00	7,843.00	610.23	7,771.88	71.12	0.91 %
02-315-41400-000	Hospitalization	19,892.00	19,892.00	1,489.21	17,871.50	2,020.50	10.16 %
02-315-41500-000	Workers' Comp	233.00	233.00	0.00	471.25	-238.25	-102.25 %
02-315-41700-000	Unemployment	27.00	27.00	0.00	26.98	0.02	0.07 %
02-315-42010-000	Office Supplies	3,000.00	3,000.00	0.00	1,209.28	1,790.72	59.69 %
02-315-42015-000	Telephone/Utilities	0.00	0.00	0.00	629.00	-629.00	0.00 %
02-315-42035-000	Computer Equipment	3,200.00	3,200.00	0.00	1,526.96	1,673.04	52.28 %
02-315-43130-000	Software Licensing	26,550.00	26,550.00	0.00	15,556.35	10,993.65	41.41 %
02-315-43131-000	Software Conversion/Implementati	0.00	0.00	0.00	30,691.00	-30,691.00	0.00 %
02-315-43320-000	Postage/Freight	14,000.00	14,000.00	0.00	16,802.58	-2,802.58	-20.02 %

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02-315-43401-000	Travel/Training	800.00	800.00	0.00	207.26	592.74	74.09 %
02-315-43505-000	Fees	12,000.00	12,000.00	0.00	4,683.75	7,316.25	60.97 %
02-315-43900-000	Other Contractual	20,000.00	20,000.00	0.00	11,144.70	8,855.30	44.28 %
Department: 315 - Utility Billing Total:		223,451.00	223,451.00	10,963.61	221,498.52	1,952.48	0.87%
Department: 320 - Sanitation Dept.							
02-320-41500-000	Worker's Comp-Sanitation	0.00	0.00	0.00	182.72	-182.72	0.00 %
02-320-43205-000	Solid Waste Collection	780,000.00	780,000.00	0.00	656,638.14	123,361.86	15.82 %
02-320-43900-000	Other Contractual	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
02-320-44001-000	Landfill	0.00	0.00	0.00	61,038.44	-61,038.44	0.00 %
Department: 320 - Sanitation Dept. Total:		785,000.00	785,000.00	0.00	717,859.30	67,140.70	8.55%
Department: 330 - Compliance							
02-330-41000-000	Wages	72,996.00	72,996.00	5,635.02	72,072.25	923.75	1.27 %
02-330-41005-000	Longevity	1,620.00	1,620.00	124.62	1,557.75	62.25	3.84 %
02-330-41006-000	Certification Pay	2,400.00	2,400.00	184.62	2,307.75	92.25	3.84 %
02-330-41200-000	Retirement	8,291.00	8,291.00	661.00	8,555.33	-264.33	-3.19 %
02-330-41300-000	FICA	5,709.00	5,709.00	454.73	5,878.97	-169.97	-2.98 %
02-330-41400-000	Hospitalization	7,361.00	7,361.00	519.09	6,437.15	923.85	12.55 %
02-330-41500-000	Workers' Comp	170.00	170.00	0.00	278.89	-108.89	-64.05 %
02-330-41700-000	Unemployment	9.00	9.00	0.00	9.00	0.00	0.00 %
02-330-42010-000	Office Supplies	1,200.00	1,200.00	0.00	1,040.05	159.95	13.33 %
02-330-42030-000	Office Equipment	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
02-330-42035-000	Computer Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-330-42905-000	Other Operating Supplies	2,500.00	2,500.00	0.00	239.87	2,260.13	90.41 %
02-330-43000-000	Services-Compliance	0.00	0.00	0.00	6,281.81	-6,281.81	0.00 %
02-330-43101-000	Legal Services	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
02-330-43110-000	Other Professional Services	9,740.00	9,740.00	0.00	2,057.90	7,682.10	78.87 %
02-330-43115-000	Engineering Services	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
02-330-43150-000	Marketing	1,000.00	1,000.00	0.00	646.40	353.60	35.36 %
02-330-43270-000	Regulatory Licensing/Permittin	6,000.00	6,000.00	0.00	1,401.38	4,598.62	76.64 %
02-330-43900-000	Other Contractual	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
Department: 330 - Compliance Total:		129,696.00	129,696.00	7,579.08	108,764.50	20,931.50	16.14%
Department: 340 - Water Department							
02-340-43000-000	P&C Services-Water	0.00	0.00	0.00	11,841.40	-11,841.40	0.00 %
Department: 340 - Water Department Total:		0.00	0.00	0.00	11,841.40	-11,841.40	0.00%
Department: 341 - Water Production							
02-341-41000-000	Wages	100,257.00	100,257.00	7,651.60	66,885.54	33,371.46	33.29 %
02-341-41002-000	Overtime	2,000.00	2,000.00	599.97	4,106.65	-2,106.65	-105.33 %
02-341-41003-000	Incentive Pay	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
02-341-41005-000	Longevity	360.00	360.00	4.62	57.75	302.25	83.96 %
02-341-41006-000	Certification Pay	0.00	0.00	276.92	2,492.28	-2,492.28	0.00 %
02-341-41200-000	Retirement	11,402.00	11,402.00	948.89	8,183.92	3,218.08	28.22 %
02-341-41300-000	FICA	7,851.00	7,851.00	652.78	5,625.96	2,225.04	28.34 %
02-341-41400-000	Hospitalization	18,334.00	18,334.00	1,481.03	12,813.79	5,520.21	30.11 %
02-341-41500-000	Workers' Comp	2,505.00	2,505.00	0.00	2,288.38	216.62	8.65 %
02-341-41700-000	Unemployment	27.00	27.00	2.40	29.63	-2.63	-9.74 %
02-341-42115-000	Apparel	200.00	200.00	15.44	728.58	-528.58	-264.29 %
02-341-42125-000	Fuel/Oil	4,000.00	4,000.00	0.00	2,291.29	1,708.71	42.72 %
02-341-42155-000	Vehicle Supplies	500.00	500.00	0.00	348.68	151.32	30.26 %
02-341-42160-000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-341-42215-000	Chemical Supplies	10,000.00	10,000.00	0.00	100.00	9,900.00	99.00 %
02-341-42220-000	Signage	500.00	500.00	0.00	729.68	-229.68	-45.94 %
02-341-42265-000	Well Repair Supplies	500.00	500.00	0.00	54.14	445.86	89.17 %
02-341-42275-000	Testing Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
02-341-42400-000	Purchased Water	30,000.00	30,000.00	0.00	273,375.42	-243,375.42	-811.25 %
02-341-42900-000	Non-Capital Tools & Equipment	1,000.00	1,000.00	0.00	107.65	892.35	89.24 %
02-341-42905-000	Other Operating Supplies	750.00	750.00	0.00	8,347.49	-7,597.49	-1,013.00 %
02-341-43120-000	Laboratory Services	5,000.00	5,000.00	0.00	9,816.69	-4,816.69	-96.33 %

My Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
02-341-43232-000	R & M Wells	40,000.00	40,000.00	0.00	10,295.96	29,704.04	74.26 %
02-341-43240-000	R & M Vehicle	1,500.00	1,500.00	0.00	5,842.24	-4,342.24	-289.48 %
02-341-43245-000	R & M Equipment	1,000.00	1,000.00	0.00	1,347.16	-347.16	-34.72 %
02-341-43255-000	R & M Other	1,000.00	1,000.00	0.00	2,805.66	-1,805.66	-180.57 %
02-341-43401-000	Travel/Training	500.00	500.00	0.00	0.00	500.00	100.00 %
02-341-43501-000	Dues/Memberships	500.00	500.00	0.00	0.00	500.00	100.00 %
02-341-43600-000	Licenses and Certifications	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-341-43900-000	Other Contractual	500.00	500.00	0.00	2,351,983.73	-2,351,483.73	-0,296.75 %
02-341-46140-000	SCADA	5,000.00	5,000.00	0.00	60,369.68	-55,369.68	-1,107.39 %
02-341-46150-000	Other Improvements	0.00	0.00	0.00	20,301.23	-20,301.23	0.00 %
02-341-46190-000	New Wells	0.00	0.00	0.00	50,000.00	-50,000.00	0.00 %
02-341-46230-000	Vehicles	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
Department: 341 - Water Production Total:		274,886.00	274,886.00	11,633.65	2,901,329.18	-2,626,443.18	-955.47%
Department: 342 - Water Distribution							
02-342-41000-000	Wages	68,121.00	68,121.00	2,912.00	37,227.74	30,893.26	45.35 %
02-342-41002-000	Overtime	2,000.00	2,000.00	113.18	1,625.29	374.71	18.74 %
02-342-41005-000	Longevity	180.00	180.00	13.84	173.04	6.96	3.87 %
02-342-41006-000	Certification Pay	0.00	0.00	92.32	1,154.00	-1,154.00	0.00 %
02-342-41200-000	Retirement	7,811.00	7,811.00	348.21	4,473.19	3,337.81	42.73 %
02-342-41300-000	FICA	5,378.00	5,378.00	239.54	3,073.74	2,304.26	42.85 %
02-342-41400-000	Hospitalization	13,258.00	13,258.00	498.59	6,470.39	6,787.61	51.20 %
02-342-41500-000	Workers' Comp	1,725.00	1,725.00	0.00	1,588.37	136.63	7.92 %
02-342-41700-000	Unemployment	18.00	18.00	0.00	9.01	8.99	49.94 %
02-342-42035-000	Computer Equipment	750.00	750.00	0.00	0.00	750.00	100.00 %
02-342-42115-000	Apparel	1,000.00	1,000.00	16.80	326.47	673.53	67.35 %
02-342-42125-000	Fuel/Oil	3,000.00	3,000.00	0.00	4,388.77	-1,388.77	-46.29 %
02-342-42155-000	Vehicle Supplies	500.00	500.00	0.00	1,859.71	-1,359.71	-271.94 %
02-342-42160-000	Safety Equipment	500.00	500.00	0.00	16.99	483.01	96.60 %
02-342-42215-000	Chemical Supplies	500.00	500.00	0.00	9,135.27	-8,635.27	-1,727.05 %
02-342-42270-000	Meters	90,500.00	90,500.00	0.00	265,664.78	-175,164.78	-193.55 %
02-342-42410-000	Water mains and valves	3,000.00	3,000.00	0.00	18,751.68	-15,751.68	-525.06 %
02-342-42900-000	Non-Capital Tools & Equipment	500.00	500.00	0.00	1,066.18	-566.18	-113.24 %
02-342-42905-000	Other Operating Supplies	7,000.00	7,000.00	6.78	33,457.60	-26,457.60	-377.97 %
02-342-43125-000	IT Services	8,500.00	8,500.00	0.00	236.00	8,264.00	97.22 %
02-342-43130-000	Software Licensing	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
02-342-43240-000	R & M Vehicle	500.00	500.00	0.00	3,332.75	-2,832.75	-566.55 %
02-342-43255-000	R & M Other	500.00	500.00	0.00	2,656.53	-2,156.53	-431.31 %
02-342-43401-000	Travel/Training	750.00	750.00	0.00	0.00	750.00	100.00 %
02-342-43600-000	Licenses and Certifications	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
02-342-43900-000	Other Contractual	62,000.00	62,000.00	0.00	22,742.38	39,257.62	63.32 %
02-342-46140-000	SCADA	5,000.00	5,000.00	0.00	6,455.01	-1,455.01	-29.10 %
02-342-46150-000	Other Improvements	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
02-342-46230-000	Vehicles	0.00	0.00	0.00	30,631.13	-30,631.13	0.00 %
Department: 342 - Water Distribution Total:		305,991.00	305,991.00	4,241.26	456,516.02	-150,525.02	-49.19%
Department: 343 - Water Treatment							
02-343-41000-000	Wages	79,145.00	79,145.00	6,088.00	77,857.43	1,287.57	1.63 %
02-343-41002-000	Overtime	2,000.00	2,000.00	56.44	3,226.80	-1,226.80	-61.34 %
02-343-41005-000	Longevity	600.00	600.00	46.16	577.00	23.00	3.83 %
02-343-41006-000	Certification Pay	6,000.00	6,000.00	461.54	5,769.25	230.75	3.85 %
02-343-41200-000	Retirement	9,083.00	9,083.00	739.72	9,736.67	-653.67	-7.20 %
02-343-41300-000	FICA	6,254.00	6,254.00	468.01	6,322.77	-68.77	-1.10 %
02-343-41400-000	Hospitalization	13,508.00	13,508.00	1,630.06	19,345.37	-5,837.37	-43.21 %
02-343-41500-000	Workers' Comp	2,117.00	2,117.00	0.00	1,827.18	289.82	13.69 %
02-343-41700-000	Unemployment	18.00	18.00	0.00	21.97	-3.97	-22.06 %
02-343-42021-000	Cleaning Supplies	1,000.00	1,000.00	0.00	19.97	980.03	98.00 %
02-343-42115-000	Apparel	250.00	250.00	15.58	1,082.82	-832.82	-333.13 %
02-343-42125-000	Fuel/Oil	6,000.00	6,000.00	0.00	3,324.76	2,675.24	44.59 %
02-343-42160-000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %

My Budget Report

For Fiscal: 2022-2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
02-343-42215-000	Chemical Supplies	125,000.00	125,000.00	0.00	70,162.93	54,837.07	43.87 %
02-343-42275-000	Testing Supplies	800.00	800.00	0.00	4,073.00	-3,273.00	-409.13 %
02-343-42285-000	Filters	50,000.00	50,000.00	0.00	70,311.26	-20,311.26	-40.62 %
02-343-42900-000	Non-Capital Tools & Equipment	1,000.00	1,000.00	10.99	5,061.39	-4,061.39	-406.14 %
02-343-42905-000	Other Operating Supplies	25,000.00	25,000.00	0.00	25,622.16	-622.16	-2.49 %
02-343-43120-000	Laboratory Services	1,500.00	1,500.00	0.00	12,209.52	-10,709.52	-713.97 %
02-343-43245-000	R & M Equipment	500.00	500.00	0.00	15,174.55	-14,674.55	-2,934.91 %
02-343-43255-000	R & M Other	2,500.00	2,500.00	0.00	8,820.00	-6,320.00	-252.80 %
02-343-43900-000	Other Contractual	2,000.00	2,000.00	0.00	1,050.00	950.00	47.50 %
Department: 343 - Water Treatment Total:		335,275.00	335,275.00	9,516.50	341,596.80	-6,321.80	-1.89%
Department: 360 - Sewer Department							
02-360-43000-000	P&C Services-Sewer	0.00	0.00	0.00	1,745.54	-1,745.54	0.00 %
02-360-46000-000	Capital-Sewer	0.00	0.00	0.00	2,195.00	-2,195.00	0.00 %
Department: 360 - Sewer Department Total:		0.00	0.00	0.00	3,940.54	-3,940.54	0.00%
Department: 361 - Waste Water Collection							
02-361-41000-000	Wages	36,400.00	36,400.00	0.00	23,493.75	12,906.25	35.46 %
02-361-41002-000	Overtime	2,000.00	2,000.00	0.00	590.63	1,409.37	70.47 %
02-361-41005-000	Longevity	240.00	240.00	0.00	0.00	240.00	100.00 %
02-361-41200-000	Retirement	4,294.00	4,294.00	0.00	2,682.59	1,611.41	37.53 %
02-361-41300-000	FICA	2,956.00	2,956.00	0.00	1,731.35	1,224.65	41.43 %
02-361-41400-000	Hospitalization	6,607.00	6,607.00	0.00	5,613.98	993.02	15.03 %
02-361-41500-000	Workers' Comp	932.00	932.00	0.00	1,923.39	-991.39	-106.37 %
02-361-41700-000	Unemployment	9.00	9.00	0.00	17.82	-8.82	-98.00 %
02-361-42021-000	Cleaning Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
02-361-42115-000	Apparel	250.00	250.00	0.00	256.99	-6.99	-2.80 %
02-361-42125-000	Fuel/Oil	2,500.00	2,500.00	0.00	482.52	2,017.48	80.70 %
02-361-42155-000	Vehicle Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
02-361-42160-000	Safety Equipment	750.00	750.00	0.00	0.00	750.00	100.00 %
02-361-42215-000	Chemical Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
02-361-42900-000	Non-Capital Tools & Equipment	1,500.00	1,500.00	0.00	1,996.78	-496.78	-33.12 %
02-361-42905-000	Other Operating Supplies	2,500.00	2,500.00	0.00	3,806.37	-1,306.37	-52.25 %
02-361-43245-000	R & M Equipment	3,000.00	3,000.00	0.00	12,538.53	-9,538.53	-317.95 %
02-361-43900-000	Other Contractual	2,000.00	2,000.00	0.00	6,122.54	-4,122.54	-206.13 %
02-361-46230-000	Vehicles	0.00	0.00	0.00	30,631.13	-30,631.13	0.00 %
02-361-46300-000	Other Equipment	35,000.00	35,000.00	0.00	5,295.00	29,705.00	84.87 %
Department: 361 - Waste Water Collection Total:		101,788.00	101,788.00	0.00	97,183.37	4,604.63	4.52%
Department: 362 - Waste Water Treatment							
02-362-42021-000	Cleaning Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
02-362-42115-000	Apparel	100.00	100.00	0.00	0.00	100.00	100.00 %
02-362-42125-000	Fuel/Oil	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
02-362-42160-000	Safety Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
02-362-42215-000	Chemical Supplies	5,700.00	5,700.00	0.00	9,753.50	-4,053.50	-71.11 %
02-362-42220-000	Signage	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
02-362-42275-000	Testing Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
02-362-42900-000	Non-Capital Tools & Equipment	750.00	750.00	0.00	163.93	586.07	78.14 %
02-362-42905-000	Other Operating Supplies	500.00	500.00	0.00	1,442.98	-942.98	-188.60 %
02-362-43120-000	Laboratory Services	2,750.00	2,750.00	0.00	3,979.00	-1,229.00	-44.69 %
02-362-43245-000	R & M Equipment	1,000.00	1,000.00	0.00	9,319.05	-8,319.05	-831.91 %
02-362-43255-000	R & M Other	2,500.00	2,500.00	0.00	295.00	2,205.00	88.20 %
02-362-43900-000	Other Contractual	500.00	500.00	0.00	0.00	500.00	100.00 %
02-362-46140-000	SCADA	5,000.00	5,000.00	0.00	4,552.78	447.22	8.94 %
02-362-46150-000	Other Improvements	10,000.00	10,000.00	0.00	1,500.00	8,500.00	85.00 %
Department: 362 - Waste Water Treatment Total:		42,150.00	42,150.00	0.00	31,006.24	11,143.76	26.44%

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 390 - AIM Water						
<u>02-390-43000-000</u> Services-AIM Water	0.00	0.00	0.00	-6.58	6.58	0.00 %
Department: 390 - AIM Water Total:	0.00	0.00	0.00	-6.58	6.58	0.00%
Expense Total:	5,324,039.00	5,324,039.00	58,362.85	7,847,363.04	-2,523,324.04	-47.39%
Fund: 02 - Enterprise Fund Surplus (Deficit):	13,988.50	13,988.50	-49,856.96	-1,799,492.04	-1,813,480.54	12,964.08%
Report Surplus (Deficit):	30,258.50	25,624.50	-206,506.22	-1,351,961.37	-1,377,585.87	5,376.05%

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - General Fund						
Revenue						
000 - Non-departmental	6,672,278.00	6,672,278.00	129,562.11	6,424,479.23	-247,798.77	3.71%
120 - Municipal Court	0.00	0.00	0.00	224.00	224.00	0.00%
Revenue Total:	6,672,278.00	6,672,278.00	129,562.11	6,424,703.23	-247,574.77	3.71%
Expense						
000 - Non-departmental	0.00	0.00	0.00	-99,715.07	99,715.07	0.00%
100 - Admin	888,015.00	888,015.00	11,816.27	963,181.48	-75,166.48	-8.46%
110 - City Government	0.00	0.00	0.00	662.24	-662.24	0.00%
120 - Municipal Court	255,661.00	257,961.00	6,225.67	168,658.34	89,302.66	34.62%
150 - Financial Administration	286,256.00	286,256.00	4,517.09	357,361.97	-71,105.97	-24.84%
160 - Building and Grounds	196,304.00	196,304.00	8,227.30	114,000.62	82,303.38	41.93%
205 - Code Enforcement	0.00	0.00	0.00	-13.70	13.70	0.00%
210 - Police	1,655,225.00	1,655,225.00	119,045.58	1,676,745.61	-21,520.61	-1.30%
220 - Fire	1,703,265.00	1,703,265.00	77,260.23	1,475,912.76	227,352.24	13.35%
230 - Emergency Management	35,850.00	35,850.00	0.00	6,103.03	29,746.97	82.98%
250 - Miscellaneous Public Service	16,355.00	16,355.00	0.00	5,900.30	10,454.70	63.92%
260 - Library	402,299.00	404,633.00	17,715.02	355,182.13	49,450.87	12.22%
310 - Streets	264,821.00	264,821.00	3,419.82	119,217.95	145,603.05	54.98%
350 - Parks	124,749.00	124,749.00	6,936.41	127,119.18	-2,370.18	-1.90%
400 - Planning	706,943.00	706,943.00	23,330.45	671,372.89	35,570.11	5.03%
752 - Economic Development	120,265.00	120,265.00	7,717.53	35,482.83	84,782.17	70.50%
Expense Total:	6,656,008.00	6,660,642.00	286,211.37	5,977,172.56	683,469.44	10.26%
Fund: 01 - General Fund Surplus (Deficit):	16,270.00	11,636.00	-156,649.26	447,530.67	435,894.67	-3,746.09%
Fund: 02 - Enterprise Fund						
Revenue						
000 - Non-departmental	5,338,027.50	5,338,027.50	8,505.89	6,047,871.00	709,843.50	13.30%
Revenue Total:	5,338,027.50	5,338,027.50	8,505.89	6,047,871.00	709,843.50	13.30%
Expense						
000 - Non-departmental	1,632,030.00	1,632,030.00	0.00	1,950,700.10	-318,670.10	-19.53%
100 - Admin	937,772.00	937,772.00	14,428.75	638,867.21	298,904.79	31.87%
110 - City Government	0.00	0.00	0.00	662.24	-662.24	0.00%
130 - Engineering	556,000.00	556,000.00	0.00	355,819.76	200,180.24	36.00%
150 - Financial Administration	0.00	0.00	0.00	9,115.00	-9,115.00	0.00%
160 - Building and Grounds	0.00	0.00	0.00	669.44	-669.44	0.00%
315 - Utility Billing	223,451.00	223,451.00	10,963.61	221,498.52	1,952.48	0.87%
320 - Sanitation Dept.	785,000.00	785,000.00	0.00	717,859.30	67,140.70	8.55%
330 - Compliance	129,696.00	129,696.00	7,579.08	108,764.50	20,931.50	16.14%
340 - Water Department	0.00	0.00	0.00	11,841.40	-11,841.40	0.00%
341 - Water Production	274,886.00	274,886.00	11,633.65	2,901,329.18	-2,626,443.18	-955.47%
342 - Water Distribution	305,991.00	305,991.00	4,241.26	456,516.02	-150,525.02	-49.19%
343 - Water Treatment	335,275.00	335,275.00	9,516.50	341,596.80	-6,321.80	-1.89%
360 - Sewer Department	0.00	0.00	0.00	3,940.54	-3,940.54	0.00%
361 - Waste Water Collection	101,788.00	101,788.00	0.00	97,183.37	4,604.63	4.52%
362 - Waste Water Treatment	42,150.00	42,150.00	0.00	31,006.24	11,143.76	26.44%
390 - AIM Water	0.00	0.00	0.00	-6.58	6.58	0.00%
Expense Total:	5,324,039.00	5,324,039.00	58,362.85	7,847,363.04	-2,523,324.04	-47.39%
Fund: 02 - Enterprise Fund Surplus (Deficit):	13,988.50	13,988.50	-49,856.96	-1,799,492.04	-1,813,480.54	12,964.08%
Report Surplus (Deficit):	30,258.50	25,624.50	-206,506.22	-1,351,961.37	-1,377,585.87	5,376.05%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - General Fund	16,270.00	11,636.00	-156,649.26	447,530.67	435,894.67
02 - Enterprise Fund	13,988.50	13,988.50	-49,856.96	-1,799,492.04	-1,813,480.54
Report Surplus (Deficit):	30,258.50	25,624.50	-206,506.22	-1,351,961.37	-1,377,585.87

AGENDA ITEM COMMENTARY

ITEM TITLE

Consider and take appropriate action on project progress report from City Manager

INITIATOR/STAFF INFORMATION SOURCE

Randy Criswell, City Manager

BACKGROUND

Wells 22-25 (Harvest Wells) (240 gpm +/-)

- Exception process has been delayed at City's request.

Wells 26-32 (Overlook Wells) (1100 gpm +/-)

- Contract for well acquisition remains in negotiations. Met with the development group in early August, City Attorney awaiting follow-up from developer's attorney.

Elevated Storage Tank

- Tank design has been submitted to TCEQ
 - TCEQ has submitted comments that are being addressed
- Additional distribution needs identified and under design

Loop Line Project

- Construction is underway
- Alignment changes are being considered to avoid Vexus infrastructure

Loop 88 LLC Water Supply

- Current effort is for contract amendment

Lubbock Water Disinfection Phase 2

- PAX system has been ordered
- Delivery expected week of Sept 11 or Sept 18
- Design submitted to TCEQ for approval

Local well investigation

- Nothing to report

EDR Plant #2

- Site proposal has been presented to landowner
- Design approximately 60% complete

Booster Pump Station Upgrade

- Pumps have been spec'd and selected

- Contractor has been secured
- Still anticipated complete by end of 2024

EXHIBITS

COUNCIL ACTION/STAFF RECOMMENDATION

No action recommended. Report only unless action deemed appropriate.

AGENDA ITEM COMMENTARY - ITEM #3

ITEM TITLE

Consider and take appropriate action on Resolution 2023-012

RESOLUTION TO ADOPT USE OF HART INTERCIVIC VERITY DUO
CONTROLLER VERSION 2.5.3, HART VERITY DUO WRITER VERSION 2.5.3,
THE HART VERITY SCANNER VERSION 2.5.2 AND THE HART VERITY DUO
GO

INITIATOR/STAFF INFORMATION SOURCE

Terri Robinette, City Secretary

BACKGROUND

This item is in relation to the upcoming November 7, 2023 special election for the City of Wolfforth Home Rule Charter. The City contracts with Lubbock County for election services each year. This Resolution is needed as the County did a minor upgrade to the voting Controllers and Duo Writers to help with connection speeds.

EXHIBITS

Resolution 2023-012

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of Resolution 2023-012

RESOLUTION 2023-012

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS TO ADOPT
USE OF HART INTERCIVIC VERITY DUO CONTROLLER VERSION 2.5.3, HART VERITY DUO
WRITER VERSION 2.5.3, THE HART VERITY SCANNER VERSION 2.5.2 AND THE HART
VERITY DUO GO**

WHEREAS, CITY OF WOLFFORTH contracts with the County of Lubbock to conduct its elections.

WHEREAS, the Commissioners Court of Lubbock County on December 22, 2016, heard information from County officials, regarding an upgrade to the County's aging voting system; and

WHEREAS, on December 22, 2016, the Lubbock County Commissioners Court voted to purchase Hart Voting Systems Intercivic Verity Voting 2.0 system from Hart Intercivic; and

WHEREAS, on August 24, 2020, the Hart Verity Voting 2.0 system from Hart Intercivic will be upgraded to the Hart Verity Voting 2.4 system from Hart Intercivic; and

WHEREAS, Lubbock County Office of Elections will utilize the Hart Intercivic Verity Duo Controller version 2.5.3, Hart Verity Duo Writer version 2.5.3, the Hart Verity Scanner version 2.5.2, and the Hart Verity Duo Go to conduct elections on behalf of City of Wolfforth; and

WHEREAS, the Hart Intercivic Verity Duo Controller version 2.5.3, Hart Verity Duo Writer version 2.5.3, the Hart Verity Scanner version 2.5.2, and the Hart Verity Duo Go system has been certified by both the Texas Secretary of State and the United States Election Assistance Commission; and

NOW, THEREFORE, BE IT RESOLVED the City of Wolfforth, the body responsible for contracting to have elections conducted on behalf of the City of Wolfforth, **ADOPTS** the Hart Intercivic Verity Duo Controller version 2.5.3, Hart Verity Duo Writer version 2.5.3, the Hart Verity Scanner version 2.5.2, and the Hart Verity Duo Go for use in elections in Lubbock County; and

BE IT FINALLY RESOLVED that the City of Wolfforth, adopts the Hart Intercivic Verity Duo Controller version 2.5.3, Hart Verity Duo Writer version 2.5.3, the Hart Verity Scanner version 2.5.2, and the Hart Verity Duo Go to be used at all early voting locations for early voting in person, for by mail paper ballots, for all Provisional Ballots, at all election day voting locations for in person voting in Lubbock County.

PASSED AND APPROVED on this 18th day of September, 2023.

Charles Addington, II, Mayor

ATTEST:

Terri Robinette, City Secretary

AGENDA ITEM COMMENTARY - ITEM #4

ITEM TITLE

Consider and take appropriate action on Resolution Number 2023-013, approving a negotiated settlement with Atmos Energy

INITIATOR/STAFF INFORMATION SOURCE

Randy Criswell, City Manager

BACKGROUND

On or about March 31, 2023, Atmos Energy filed a rate request pursuant to the RRM (Rate Review Mechanism). The rate request was for an increase of \$12.1 million and later reduced to \$11.4 million due to limitations in the RRM tariff.

The City of Wolfforth is a member of a coalition of cities served by Atmos, containing about 70 West Texas Cities. The coalition works with consultants and attorneys, and ultimately Atmos agreed to a negotiated settlement, with an increase of \$8.4 million plus revenue related taxes, an additional \$2.7 million for Winter Storm Uri related expenses, and an Effective Date of October 1, 2023. The impact on an average residential bill is approximately \$5.04/month.

This settlement is the recommendation of our consultants and our coalition of cities. A Resolution has been prepared to approve the settlement and is recommended for approval.

EXHIBITS

Resolution
Model Staff Report
New Tariffs

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of Resolution 2023-013

RESOLUTION NO. 2023-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE EXECUTIVE COMMITTEE OF CITIES SERVED BY ATMOS WEST TEXAS (“CITIES”) AND ATMOS ENERGY CORP., WEST TEXAS DIVISION REGARDING THE COMPANY’S 2023 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE CITIES’ REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE CITIES’ LEGAL COUNSEL.

WHEREAS, the City of Wolfforth Texas (“City”) is a gas utility customer of Atmos Energy Corp., West Texas Division (“Atmos West Texas” or “Company”), and a regulatory authority with an interest in the rates and charges of Atmos West Texas; and

WHEREAS, the City is a member of Cities Served by Atmos West Texas (“Cities”), a coalition of similarly-situated cities served by Atmos West Texas that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos West Texas service area; and

WHEREAS, Cities and the Company worked collaboratively to develop a new Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the

RESOLUTION NO. 2023-013

Legislature, and that will establish rates for Cities based on the system-wide cost of serving the Atmos West Texas service area; and

WHEREAS, the RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about March 31, 2023, Atmos West Texas filed its 2023 RRM rate request with Cities based on a test year ending December 31, 2022; and

WHEREAS, Cities coordinated its review of the Atmos West Texas 2023 RRM filing through its Executive Committee, assisted by Cities' attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as Cities' counsel and consultants, recommends that Cities approve an increase in base rates for Atmos West Texas of \$8.4 million with an Effective Date of October 1, 2023; and

WHEREAS, the attached tariffs (Attachment 1) implementing new rates are consistent with the recommendation of the Cities' Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2) and

WHEREAS, the RRM Tariff contemplates reimbursement of Cities' reasonable expenses associated with RRM applications;

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

Section 1. That the findings set forth in this Resolution are hereby in all things approved.

Section 2. That, without prejudice to future litigation of any issue identified by Cities, the City Council finds that the settled amount of an increase in revenues of \$ 8.4 million for Cities represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos West Texas within the municipal limits arising from Atmos West Texas' 2023 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

Section 3. That the existing rates for natural gas service provided by Atmos West Texas are unreasonable. The new tariffs, attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos West Texas to recover annually an additional \$8.4 million in revenue from customers in Cities, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

Section 4. That the ratemaking treatment for pensions and retiree medical benefits in Atmos West Texas' next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

Section 5. That Atmos West Texas shall reimburse the reasonable ratemaking expenses of the Cities in processing the Company's 2023 RRM filing.

Section 6. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

Section 7. That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 8. That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

Section 9. That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2023.

Section 10. That a copy of this Resolution shall be sent to Atmos West Texas, care of Philip Littlejohn, Vice President of Rates and Regulatory Affairs, West Texas Division, 6606 66th Street, Lubbock, Texas 79424, and Thomas Brocato, General Counsel to Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this 18th day of September, 2023.

Charles Addington, II, Mayor

ATTEST:

Terri Robinette, City Secretary

August 3, 2023

MODEL STAFF REPORT FOR RESOLUTION OR ORDINANCE

BACKGROUND AND SUMMARY

The City, along with 70 other West Texas cities served by Atmos Energy Corporation, West Texas Division (“Atmos West Texas” or “Company”), is a member of Cities Served by Atmos West Texas (“Cities”). In 2007, the Cities and Atmos West Texas settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism (“RRM”), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by Cities in 2018. On or about March 31, 2023, the Company filed a rate request pursuant to the RRM Tariff adopted by Cities. The Company claimed that its cost of service in a test year ending December 31, 2022, entitled it to a \$12.1 million increase to the WTX Cities. This was reduced to \$11.4 million due to limitations in the RRM tariff.

After a review of Cities’ consultants’ report and negotiations with Cities’ representatives, Atmos agreed to a rate increase of \$8.4 million plus revenue related taxes within the Cities, with an Effective Date of October 1, 2023. The settlement also includes an additional \$2.7 million for the securitization regulatory asset expenses related to Winter Storm Uri. This was previously approved by the Texas Legislature and Railroad Commission.

RATE TARIFFS

Atmos generated rate tariffs associated with the Resolution/Ordinance. These tariffs are Attachment 1 to this Staff Report. Atmos also provided a proof of revenues associated with the new rates. The Cities' consultants have confirmed the accuracy of the proof.

BILL IMPACT

The impact of this increase in revenues to an average residential customer's bill is an increase of approximately \$5.04 per month. Atmos provided a bill impact estimate for each customer class reflecting the new rates. Comparison of the new rates to rates in effect for areas not under the RRM process reveals that settling Cities will maintain an economic monthly advantage over rates in effect in Lubbock, and environs.

CITIES' OBJECTION TO THE SECTION 104.301 GRIP PROCESS

Cities strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues and rewarding the Company for increasing capital investment. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission's review of annual GRIP filings or allow Cities to recover their rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing), and rate increases go into effect without any material adjustments. In the Executive Committee's view, the GRIP process unfairly raises customers' rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

EXPLANATION OF "BE IT RESOLVED" PARAGRAPHS

1. This section approves all findings in the Resolution.

2. This section adopts the attached RRM rate tariffs and finds the adoption of the new rates to be just, reasonable, and in the public interest.
3. This section finds that existing rates are unreasonable. Such finding is a necessary predicate to establishment of new rates. The new tariffs will permit Atmos West Texas to recover an additional \$8.4 million over a 12-month period.
4. This section approves an exhibit that establishes a benchmark for pensions and retiree medical benefits to be used in future rate settings.
5. This section requires the Company to reimburse the City for expenses associated with adoption of the Resolution.
6. This section repeals any resolution or ordinance that is inconsistent with this Resolution.
7. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
8. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Resolution. This section further directs that the remaining provisions of the Resolution are to be interpreted as if the offending section or clause never existed.
9. This section provides for an effective date upon passage.
10. This section directs that a copy of the signed Resolution be sent to a representative of the Company and legal counsel for the Executive Committee.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	RESIDENTIAL GAS SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2023	

Availability

This schedule is applicable to general use by Residential customers for heating, cooking, refrigeration, water heating and other similar type uses. This schedule is not available for service to premises with an alternative supply of natural gas.

Monthly Rate

Charge	Amount
Customer Charge	\$ 18.97
Consumption Charge	\$ 0.42269 per Ccf ¹

The West Texas Division Gas Cost Adjustment Rider applies to this schedule.

The West Texas Division Weather Normalization Adjustment Rider applies to this schedule.

The West Texas Division Rider TAX applies to this schedule.

The West Texas Division Rider FF applies to this schedule.

The West Texas Division Rider RRM applies to this schedule.

Miscellaneous Charges: Plus an amount for miscellaneous charges calculated in accordance with the applicable rider(s).

¹ The consumption charge includes the base rate amount of \$0.40426 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	COMMERCIAL GAS SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2023	

Availability

This schedule is applicable to Commercial customers, including hospitals and churches, for heating, cooking, refrigeration, water heating and other similar type uses. This schedule is not available for service to premises with an alternative supply of natural gas.

Monthly Rate

Charge	Amount
Customer Charge	\$ 63.83
Consumption Charge	\$ 0.22465 per Ccf ¹

The West Texas Division Gas Cost Adjustment Rider applies to this schedule.

The West Texas Division Weather Normalization Adjustment Rider applies to this schedule.

The West Texas Division Rider TAX applies to this schedule.

The West Texas Division Rider FF applies to this schedule.

The West Texas Division Rider RRM applies to this schedule.

Miscellaneous Charges: Plus an amount for miscellaneous charges calculated in accordance with the applicable rider(s).

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at wtx.plantprotection@atmosenergy.com.

¹ The consumption charge includes the base rate amount of \$0.20622 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	INDUSTRIAL GAS SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2023	

Availability

This schedule is applicable to the sales to any industrial or commercial customer whose predominant use of natural gas is other than space heating, cooking, water heating or other similar type uses. Service under this schedule is available to eligible customers following execution of a contract specifying the maximum hourly load. This schedule is not available for service to premises with an alternative supply of natural gas.

Monthly Rate

Charge	Amount
Customer Charge	\$ 720.80
Consumption Charge	\$ 0.13550 per Ccf ¹

The West Texas Division Gas Cost Adjustment Rider applies to this schedule.

The West Texas Division Rider TAX applies to this schedule.

The West Texas Division Rider FF applies to this schedule.

The West Texas Division Rider RRM applies to this schedule.

Miscellaneous Charges: Plus an amount for miscellaneous charges calculated in accordance with the applicable rider(s).

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at wtx.plantprotection@atmosenergy.com.

¹ The consumption charge includes the base rate amount of \$0.11707 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	PUBLIC AUTHORITY GAS SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2023	

Availability

This schedule is applicable to general use by Public Authority type customers, including public schools, for heating, cooking, refrigeration, water heating and other similar type uses. This schedule is not available for service to premises with an alternative supply of natural gas.

Monthly Rate

Charge	Amount
Customer Charge	\$ 177.26
Consumption Charge	\$ 0.19805 per Ccf ¹

The West Texas Division Gas Cost Adjustment Rider applies to this schedule.

The West Texas Division Weather Normalization Adjustment Rider applies to this schedule.

The West Texas Division Rider TAX applies to this schedule.

The West Texas Division Rider FF applies to this schedule.

The West Texas Division Rider RRM applies to this schedule.

Miscellaneous Charges: Plus an amount for miscellaneous charges calculated in accordance with the applicable rider(s).

¹ The consumption charge includes the base rate amount of \$0.17962 per Ccf and Securitization Regulatory Asset amounts related to financing costs in the amount of \$0.01843 per Ccf until recovered.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	TRANSPORTATION SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2022	Page 78

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., West Texas Division Distribution System for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility with an estimated annual usage greater than 100,000 Ccf per meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and Ccf charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 720.80 per month
Consumption Charge	\$ 0.11707 per Ccf

Upstream Transportation Cost Recovery: The customer is responsible for all upstream transportation costs.

Retention Adjustment: Plus a quantity of gas equal to the Company's most recently calculated financial L&U percentage for the twelve months ended September multiplied by the gas received into Atmos Energy Corporation's West Texas Division for transportation to the customer.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Miscellaneous Charges: Plus an amount for miscellaneous charges calculated in accordance with the applicable rider(s).

The West Texas Division Rider RRM applies to this schedule.

Conversions: Units may be converted from Ccf to Mcf or Mmbtu as necessary to comply with the underlying transportation agreement.

**WEST TEXAS DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	TRANSPORTATION SERVICE	
APPLICABLE TO:	WEST TEXAS CITIES SERVICE AREA – Inside City Limits (ICL)	
EFFECTIVE DATE:	Bills Rendered on and after 10/01/2022	Page 79

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company a monthly imbalance fee at the end of each month as defined in the applicable Transportation Agreement,

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the "Index" price reported for the month of delivery in Inside FERC's Gas Market Report under the heading "West Texas Waha".

Replacement Index

In the event the "Index" price reported for the month of delivery in Inside FERC's Gas Market Report under the heading "West Texas Waha" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive transportation service under this tariff, customer must have the type of meter, instrumentation, and communication required by Company. Customer must pay Company all costs associated with the acquisition and installation of the required equipment.

AGENDA ITEM COMMENTARY - ITEM #5

ITEM TITLE

Consider and take appropriate action on Resolution 2023-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH,
TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER FOR THE CITY OF
WOLFFORTH FOR THE FISCAL YEAR 2023 - 2024.

INITIATOR/STAFF INFORMATION SOURCE

Terri Robinette, City Secretary

BACKGROUND

Section 52.004 of the Local Government Code states the following:

- (a) As soon as practicable after the beginning of each municipal year, the governing body of the municipality shall contract, as determined by ordinance or resolution, with a public newspaper of the municipality to be the municipality's official newspaper until another newspaper is selected.
 - (b) The governing body shall publish in the municipality's official newspaper each ordinance, notice, or other matter required by law or ordinance to be published.
- The attached Resolution will complete what is needed for this requirement.

EXHIBITS

Resolution 2023-014

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of the Resolution 2023-014

RESOLUTION NO. 2023-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER FOR THE CITY OF WOLFFORTH FOR THE FISCAL YEAR 2023 - 2024.

Whereas, pursuant to Section 52.004 of the Texas Local Government Code, the City of Wolfforth is required to designate an official newspaper;

Whereas, the City Council finds that the Lubbock Avalanche Journal is a paper with general circulation within the City of Wolfforth; and

Whereas, the City Council finds that the Lubbock Avalanche Journal:

1. Is intended for general distribution and is made accessible to the public
2. Is published at least once each week;
3. Is entered as 2nd class postal matter in the county where published; and
4. Has been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice; and

Whereas, the City Council finds that the Lubbock Avalanche Journal is a publication that meets all criteria legally required of an officially designated newspaper for the City of Wolfforth; and

Now Therefore, be it hereby Resolved by the City Council of the City of Wolfforth, Texas, that:

1. The Lubbock Avalanche Journal is designated as the official newspaper for the City of Wolfforth for the Fiscal Year 2023 - 2024, commencing October 1, 2023.
2. Until October 1, 2024, the City of Wolfforth shall continue to publish in the Lubbock Avalanche Journal each ordinance, notice or other matter required to be published by law.
3. This Resolution is effective immediately upon passage.

Passed and approved by the City Council on this, the 18 day of September 2023.

Charles Addington, II, Mayor

Attest:

Terri Robinette, City Secretary

AGENDA ITEM COMMENTARY - ITEM #6

ITEM TITLE

Consider and take appropriate action on approval of maintenance contract for water tank.

INITIATOR/STAFF INFORMATION SOURCE

Public Works

BACKGROUND

The City of Wolfforth has been using USG water solutions for tank maintenance and inspections for many years. The tank located at 113 Loop 193 was never added to the contract when the tank was built.

EXHIBITS

Draft of maintenance contract

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of the addition to our tank contract.



Utility Service Co., Inc.

Water Tank Limited Exterior Maintenance Contract for Concrete Tank

Owner: City of Wolfforth
Wolfforth, TX

Tank Size/Name: Treat Water Tank

Location: 113 Loop 193

Date Prepared: September 1, 2023

WATER TANK MAINTENANCE LIMITED EXTERIOR CONTRACT FOR CONCRETE TANK

This Water Tank Maintenance Contract for Concrete Tank (hereinafter, "Contract") is entered into by and between the **City of Wolfforth, with its principal place of business located at 302 Main Street, Wolfforth, TX 79382** (hereinafter, "the Owner") and Utility Service Co., Inc., a Georgia corporation, with its principal place of business located at 535 General Courtney Hodges Boulevard, P O Box 1350, Perry, GA 31069 (hereinafter, "the Company"). The Owner and the Company shall be individually referred to herein as "a Party" or collectively referred to herein as "the Parties".

Therefore, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Owner and the Company, the parties agree as follows:

1. Company's Engagement and Responsibilities. The Owner agrees to engage the Company to provide the professional services needed to maintain its **1.5 MG treated water** tank located at **113 Loop 193, Wolfforth, TX 79382** (hereinafter, "Tank"). This Contract outlines the Company's responsibility for the maintenance of the Tank. Maintenance, as used in the Contract, shall include the following and as detailed in **Appendix 1 – Scope of Work**:

- A. The Company shall perform an annual inspection of the Asset to assess its sanitary condition as well as the condition of the interior and exterior coatings. In addition, the Asset will be inspected to ensure that the structure is in watertight condition.
- B. Robotic Operated Vehicle (ROV) inspections will commence in Year 1 and repeat every three (3) years. During these inspections, the interior of the tank will be thoroughly inspected to assess the sanitary, structural, security, and coatings conditions, if present. No cleaning of the Tank is included in this inspection. A written report with color digital photographs will be submitted to the Owner after each inspection.
- C. Following the exterior renovation in Contract Year 5, the Company will clean and recoat the exterior of the Tank at such time as complete recoating is needed. The need for exterior coating is to be determined by the appearance and protective condition of the existing coating. At the time the exterior requires recoating, the Company agrees to recoat the Tank with coatings of the same color and to select a coating system which best suits the site conditions, environment, and general location of the Tank. When recoating is needed, all products and procedures will be equal to, or exceed the requirements of the Tank's location, the American Water Works Association, and the Society for Protective Coatings as to surface preparation and coating materials.
- D. For storage independent tanks, a lock will be installed on the roof hatch of the Asset.
- E. The Company will furnish a certificate of insurance to the Owner evidencing the Company's insurance coverage.
- F. In the event that the Owner will not release the Asset for service or is the cause of unreasonable delay in the performance of any service herein, the Company reserves the right to renegotiate the annual fees, and the Owner agrees to renegotiate the annual fees in good faith. In addition, the Owner hereby agrees that the Company can replace a

washdown inspection with a visual inspection, ROV inspection, or UAV inspection without requiring modification of this Contract.

2. Scope of Work for Contract Year 5. The Tank shall receive an **exterior renovation** prior to the end of Contract **Year 5**. For purposes of this Contract, a "Contract Year" shall mean each consecutive 12-month period following the first day of the month in which this Contract is executed by the Owner and each subsequent 12-month period thereafter during the time the Contract is in effect. For example, Contract Year 1 of a contract executed on April 17, 2019 would be April 1, 2019 to March 31, 2020, and Contract Year 2 for that contract would be April 1, 2020 to March 31, 2021; and so on.

3. Contract Price/Annual Fees. The Owner agrees to pay, and the Company agrees to accept the following annual fees for the Company's agreement to provide maintenance services to the Tank under this Contract (hereinafter, "Annual Fees"). **The first five (5) Annual Fees shall be \$28,557.00 per Contract Year.** The Annual Fee for Contract **Year 6** shall be **\$15,661.00**. Each anniversary thereafter, the Annual Fee shall be adjusted to reflect the current cost of service. The adjustment of the Annual Fee shall be limited to a maximum of 5% annually. All applicable taxes are the responsibility of the Owner and are in addition to the stated costs and Annual Fees in this Contract.

4. Payment Terms. The Annual Fee for Contract **Year 1**, plus all applicable taxes, shall be due and payable **within ninety (90) days of the Owner's execution of the Contract. Each subsequent Annual Fee, plus all applicable taxes, shall be due and payable on the first day of each Contract Year.** If the Annual Fee, plus all applicable taxes, are not paid within ninety (90) days of the date of invoice, the Company may charge the Owner a late fee on unpaid balances and may also terminate or suspend Services under this Contract without notice. The late fee will be 1.5% per month., if the Owner elects to terminate this Contract prior to remitting the first **five (5) Annual Fees**, the unpaid balance of the first **four (4) Annual Fees** shall be due and payable immediately upon the termination of this Contract.

5. Modifications to the Tank. Any modification(s) to the Tank, including but not limited to antenna installations, may warrant an increase in the Annual Fees. The Owner must give notice of any modification(s) to the Company within thirty (30) of such modification(s) being made so that the Company can assess whether the modification(s) will result in increased Annual Fees.

6. Environmental, Health, Safety, or Labor Requirements: The Owner hereby agrees that the promulgation of, enactment of, or modification to any environmental, health, safety, or labor laws, regulations, orders, or ordinances (e.g., EPA or OSHA regulations or standards) following the Effective Date of this Contract, which cause an increase in the cost of the maintenance of the Tank, will be just cause for an equitable adjustment of the Annual Fees in this Contract. Furthermore, modifications to industry requirement(s) including, but not limited to, standard(s) or other guidance documents issued by the American Water Works Association, National Sanitary Foundation, and the Association for Materials Protection and Performance, which cause an increase in the cost of the maintenance of the Tank, will be just cause for an equitable adjustment of the Annual Fees in this Contract. Said equitable adjustment of the Annual Fees in this Contract will reasonably reflect the increased cost of the Services with newly negotiated Annual Fee(s).

The Parties agree that the Company's Annual Fees are based on the Owner's representation that the work to be performed under this Contract is not subject to prevailing wage requirements. The Owner agrees to notify the Company immediately, if the Company's work is (or will become) subject to prevailing wage requirements, so that the Company may submit revised amounts for Annual Fees.

7. Excluded Items: This Contract does NOT include the cost for and/or liability on the part of the Company for: (1) containment or lead abatement of the Asset at any time; (2) disposal of any hazardous waste materials; (3) any services necessary for the Asset or Asset site that arise from or are caused by cold weather, physical conditions of the ground or Asset site (e.g., erosion), or physical conditions below the ground (e.g., sinkholes and settling of the ground); (4) repair of the Asset's structure for any reason; (5) negligent acts of Owner's employees, agents or contractors; (6) damages, whether foreseen or unforeseen, caused by the Owner's use of pressure relief valves; (7) repairs to the foundation of the Asset; (8) any repairs or improvements necessary for the Asset or Asset site that arise from or are caused by voids in concrete; (9) environmental controls, including dehumidification and auxiliary heating, are not included; (10) performance or payment bonds; or (11) other conditions which are beyond the Owner's and Company's control, including, but not limited to: acts of God and acts of terrorism. Acts of terrorism include, but are not limited to, any damage to the Asset or Asset site which results from unauthorized entry of any kind to the Asset site or Asset.

8. Force Majeure. If either party is prevented from performing any of its duties or obligations hereunder (other than duties or obligations with respect to payment) in a timely manner by reason or act of God or force majeure such as fire; war; earthquake; strike; lock-out; labor dispute; flood; public disaster; pandemic or epidemic event (to include but not limited to COVID-19); interruptions or delays in reasonably available means of transportation; acts of any government or its agencies or officers, or any order, regulation, or ruling thereof; equipment or technical malfunctions or failures; power failures or interruptions; or any other reason beyond its reasonable control, such condition shall be deemed to be a valid excuse for delay of performance or for nonperformance of any such duty or obligation for the period during which such conditions exist.

9. Termination. The Owner shall have the right to continue this Contract for an indefinite period of time providing payment of the Annual Fees is in accordance with the terms herein. This Contract is subject to termination by the Owner only if written notice of intent to terminate is received by the Company ninety (90) days prior to the first day of the upcoming Contract Year. Notice of termination is to be delivered by registered mail to Utility Service Co., Inc., Attention: Customer Service, P O Box 1350, Perry, Georgia 31069, and signed by three (3) authorized voting officials of the Owner's management and/or Commissioners.

10. Assignment. The Owner may not assign or otherwise transfer all or any of its interest under this Contract without the prior written consent of the Company. If the Company agrees to the assignment, the Owner shall remain responsible under this Contract, until its assignee assumes in full and in writing all of the obligations of the Owner under this Contract. Any attempted assignment by Owner in violation of this provision will be void and of no effect.

11. Indemnification. THE COMPANY AGREES TO INDEMNIFY THE OWNER AND HOLD THE OWNER HARMLESS FROM ANY AND ALL CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH PERSONAL INJURY AND/OR DAMAGE TO PROPERTY BY REASON OF ANY ACT OF THE COMPANY OR ITS SUBCONTRACTORS, AGENTS, OR EMPLOYEES. IN TURN, THE OWNER AGREES TO INDEMNIFY THE COMPANY AND HOLD THE COMPANY HARMLESS FROM ANY AND ALL CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH PERSONAL INJURY AND/OR DAMAGE TO PROPERTY BY REASON OF ANY ACT OF THE OWNER OR ITS CONTRACTORS, AGENTS, OR EMPLOYEES. THE INDEMNIFICATION PROVIDED IN THIS PARAGRAPH IS LIMITED AND

CONTROLLED BY THE COMPANY'S LIMITATIONS OF LIABILITY SET FORTH IN OTHER PARAGRAPH(S) OF THIS CONTRACT.

12. No Warranty. THE COMPANY MAKES NO WARRANTIES, EXPRESS OR IMPLIED, RELATED TO THE STRUCTURAL CONDITION OF THE TANK AS OF THE EXECUTION OF THIS CONTRACT OR AT ANY FUTURE TIME WHILE THIS CONTRACT IS IN EFFECT. THE COMPANY SHALL NOT BE LIABLE, UNDER CONTRACT OR TORT, FOR DAMAGES RESULTING FROM A FAILURE IN THE STRUCTURAL INTEGRITY OF THE TANK, AND THE COMPANY EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

13. Structural Repairs. If the Owner determines that structural repairs to the Tank are necessary, then the Company agrees to identify one or more companies that can perform the repairs and request proposals for the repairs. The Company agrees that it will consider the proposals and discuss them with the Owner. The Company further agrees that it will consider, but it will remain in the Company's sole discretion, whether to contract with the third party(ies) to have the structural repairs performed on the Tank. In such an event, this Contract shall be amended to increase the Annual Fees, which must be mutually agreed to by the Owner and the Company, as well as to confirm the scope of work for the repairs and any other pertinent issues that must be addressed in the amendment.

14. Assignment of Receivables. The Company reserves the right to assign any outstanding receivables from this Contract to its Bank or other Lending Institutions as collateral for any loans or lines of credit.

15. Miscellaneous Items. No modifications, amendments, or alterations of this Contract may be made except in writing signed by all the parties to this Contract. No failure or delay on the part of any party hereto in exercising any power or right hereunder shall operate as a waiver thereof. The parties expressly warrant that the individuals who sign below are authorized to bind them.

16. Visual Inspection Disclaimer. This Contract is based upon a visual inspection of the Tank. The Owner and the Company hereby acknowledge and agree that a visual inspection is intended to assess the condition of the Tank for all patent defects. If latent defects are identified once the tank has been drained for repairs, the Owner agrees and acknowledges that the Company shall not be responsible to repair the latent defects unless the Owner and the Company renegotiate the annual fees. If profile of interior concrete substrate is found to be greater than CSP 5 per the International Concrete Repair Institute (ICRI), then the Company is entitled to compensation for this item. Further, at the time of renovation concrete interior will be further tested for pH, adhesion strength, moisture vapor transmission (MVT), relative humidity, etc., and if defects are found to be substantial, then the contract will either be voided (3% of UR will be owed the Company for mobilization and testing) or the Owner and the Company will negotiate a change order for the unforeseen repairs.

17. Excessive Inflation. In the event that the aggregate of the Annual Inflation Rates (defined herein below) established for two (2) consecutive calendar years during the term of this Contract exceeds 12% in total, the Owner and the Company agree to renegotiate the Annual Fees and increase the Annual Fees throughout the remaining term of the Contract to compensate the Company for the excessive inflation. For purposes of this provision, the Annual Inflation Rate for each calendar year shall be established by the Engineering News Report – Construction Cost Index (“ENR-CCI”). In the event that the ENR-CCI index is discontinued, the Owner and the Company will negotiate and agree to an alternative index or methodology to address the excessive inflation. For illustrative purposes, if a Contract is executed in 2022, the first equitable adjustment could not be made until both the 2023 inflation rate and the 2024

inflation rate have been established. If the annual inflation rates for 2023 and 2024 are 5.0% and 7.1%, respectively, the Owner and the Company agree to renegotiate the current year's Annual Fee as well as the remaining Annual Fees for the remainder of the term of the Contract to address the excessive inflation.

17. Entire Agreement. This Contract constitutes the entire agreement of the parties and supersedes all prior communications, understandings, and agreement relating to the subject matter hereof, whether oral or written.

This Contract is executed and effective as of the date last signed by the parties below.

OWNER:

City of Wolfforth, TX

By: _____

Title: _____

Print Name: _____

Date: _____

Witness: _____

Seal:

COMPANY:

Utility Service Co., Inc.

By: _____

Title: _____

Print Name: _____

Date: _____

Witness: _____

Seal:

Appendix 1

Scope of Work

Asset

- Treated Water Tank is approximately 92 ft dia x 32 ft Height (Interior) x 32 ft Height (Average Exterior Exposed)

ROV Inspection (Year 1)

- A date shall be coordinated by both parties for the Owner to provide access to the Asset.
- The interior floor, walls and ceiling of the Asset will be inspected using Robotic Operated Vehicle (ROV) equipment. No cleaning of the Asset is included in this inspection. Baffle walls may restrict access to entire tank interior limiting the amount of information that may be collected.
- The maximum cord length of the ROV equipment is 150' long. Depending on access points, not all areas of the Asset may be recorded.
- The Asset will be inspected to assess the sanitary, safety, structural, security, and coatings conditions, if present.
- The ROV equipment will be disinfected in accordance with AWWA C652 prior to entry and after Asset inspection is completed
- A comprehensive written report with color digital photographs will be submitted detailing the condition of the Asset. A representative of Utility Service Co Inc will schedule a date with the Owner to present the report and findings.
- ROV Inspection assumes services will be provided in one (1) working day at site. If additional time is required, a price of \$2,650 per crew day will be added to the contract by authorized change order.

Exterior Renovation (Year 5)

- Concrete:
 - Surface Preparation: Power wash all specified concrete surfaces to remove all grease, oil, foreign or any loose deleterious material.
 - Finish: Apply two (2) coats of Tnemec Series 1026 Enduratone at 2.0 to 3.0 mils DFT, per coat.

Notes/Exclusions

- Water and power must be available within 150' of Asset.

AGENDA ITEM COMMENTARY - ITEM #7

ITEM TITLE:

Consider and take appropriate action on Lubbock County Fire Suppression and Rescue Services Agreement FY24

INITIATOR/STAFF INFORMATION SOURCE

Fire Chief Lance Barrett

BACKGROUND

Wolfforth Fire EMS provides fire and rescue services to the unincorporated portions of Lubbock County through this agreement annually. Lubbock County pays the City of Wolfforth for these services. This agreement states the county will pay the City \$185,380.00 for this service. This is an increase of \$20,410.00 over last year's agreement. In addition to this, Wolfforth Fire EMS will be applying for a \$45,454.00 one time payment from Lubbock County. This one time payment will be for critical needs. Specifically, Wolfforth Fire EMS will use the critical needs funds to purchase SCBA equipment.

EXHIBITS:

Interlocal Agreement

COUNCIL ACTION/STAFF RECOMMENDATION

Staff requests that the council approve and authorize the mayor to execute this agreement for FY 2024.

**INTERLOCAL AGREEMENT BETWEEN LUBBOCK COUNTY, TEXAS AND
CITY OF WOLFFORTH FOR FIRE SUPPRESSION AND RESCUE SERVICES**

**THE STATE OF TEXAS §
 §
COUNTY OF LUBBOCK §**

FISCAL YEAR 2024

WHEREAS, this Agreement is made between the County of Lubbock, Texas, hereinafter referred to as “COUNTY” and the City of Wolfforth, hereinafter referred to as “DEPARTMENT”, under and pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code and under Section 352.001 of the Texas Local Government Code, for the performance of governmental functions and services, specifically, fire suppression and firefighting services; and

WHEREAS, the COUNTY and DEPARTMENT represent that each is independently authorized to perform the functions contemplated by this Agreement; and

WHEREAS, the COUNTY has determined that a need exists for fire suppression and rescue services in the unincorporated areas of Lubbock County; and

WHEREAS, the DEPARTMENT is the owner of certain trucks and other equipment designed for and capable of being used in the protection of persons and property from and in the suppression and fighting of fires; and

WHEREAS, the COUNTY desires to obtain such services for its citizens residing in unincorporated areas of Lubbock County, and the DEPARTMENT is willing to provide such services as hereinafter set forth and provided.

NOW, THEREFORE, in consideration of the above recitals, mutual covenants and agreements each to the other made herein, the COUNTY and DEPARTMENT do hereby agree as follows:

Section 1. The DEPARTMENT agrees to furnish, equip, train and supervise personnel and equipment in response to fire suppression and rescue operations in the unincorporated areas of Lubbock County, upon being dispatched by the Lubbock County Sheriff’s Office. The term of this agreement shall be from **October 1, 2023** and continuing through **September 30, 2024**.

Section 2. In consideration of the services provided under this Agreement, the COUNTY agrees to pay the DEPARTMENT **\$185,380.00** for fire suppression and rescue services for fiscal year **2024**, said amount to be paid following the approval of said funding by the Lubbock County Commissioner’s Court, consistent with the Texas Open Meetings Act. This Amount was calculated based on a rolling 5 calendar year average (2018-2022) of **285.2** fire calls, multiplied by \$650.00/run.

Section 3. The DEPARTMENT shall make or cause to be made a fire report, showing the date, time, location and description of all fire suppression and rescue operations conducted by the DEPARTMENT in the unincorporated areas of Lubbock County each month. A report must be submitted even if no fire suppression and rescue operations are performed in a given month. A copy of said reports shall be furnished monthly to the Lubbock County Office of Emergency Management by sending an email to firereports@lubbockcounty.gov. True copies of such reports shall be retained by DEPARTMENT, subject to inspection by COUNTY, by the County Auditor or the Lubbock County Commissioners Court, at any time during normal business hours.

Section 4. The DEPARTMENT shall make or cause to be made an annual budget proposal each fiscal year and must submit to the COUNTY by May 31st of each year the proposed annual budget for the following fiscal year by email to firereports@lubbockcounty.gov.

Section 5. The DEPARTMENT shall make or cause to be made a final budget to be filed with the COUNTY by October 31st of each year. This budget shall be of the preceding fiscal year and shall be submitted to the COUNTY by email to firereports@lubbockcounty.gov.

Section 6. This Agreement shall become effective and shall remain in effect unless terminated by written notice from either party, delivered not less than ninety (90) days in advance of such termination.

Section 7. Any notice required to be given under this Agreement shall be in writing and shall be duly served when it is deposited with a United States post office, with proper postage affixed thereto via certified mail, return receipt requested, addressed as shown below:

To the DEPARTMENT:	City of Wolfforth P.O. Box 36 Wolfforth, TX 79382 ATTN: Charles Addington, II, Mayor
To the COUNTY:	Lubbock County Commissioner's Court 904 Broadway, Suite 101 Lubbock, TX 79401 ATTN: County Judge
With a copy to:	Lubbock County Contract Manager P.O. Box 10536 Lubbock, TX 79408

Section 8. All payments made by COUNTY shall be made from current funds. All payments made by COUNTY to DEPARTMENT for the performance of governmental functions or services is in an amount that fairly compensates the performing party for the services or functions performed under this Agreement.

Section 9. No provisions in this Agreement will waive the requirements of Texas Government Code § 552.001 et seq., as amended (the "Open Records Act").

Section 10. The construction, interpretation, and performance of this Agreement and all transactions under it shall be governed by the domestic laws of the State of Texas, and any suit regarding this Agreement must be filed in the state courts of Lubbock County, Texas.

Section 11. The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the governmental function or services described. This Agreement does not create any right, benefit, expectation, warranty, promise, or cause of action for any other person or entity who is not a party to this Agreement. By executing this Agreement, no party waives, or will be deemed to have waived, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. Each Party will be solely responsible for any attorney fees, costs, loss, damages, injury, or death to others or their property arising out of or related to the acts or omissions only of the Party's employees or agents and not those of any other Party.

Section 12. The DEPARTMENT agrees that it shall abide by all statutes, ordinances, rules and regulations pertaining to, or regulating the provision of, fire suppression and rescue services, including those not in effect and hereafter adopted.

Section 13. The DEPARTMENT agrees that it shall, at its own cost and expense, purchase and keep in force at all times insurance for the minimum amount of liability under the Texas Tort Claims Act. The DEPARTMENT agrees to provide copies of such policy or policies of insurance and/or other evidence satisfactory to the COUNTY by emailing copies to firereports@lubbockcounty.gov.

Section 14. This Agreement constitutes the entire Agreement and understanding between the parties. Any modification, change or amendment to this Agreement shall be in writing and approved by both parties.

Section 15. If any provision hereof or the application thereof to any person or circumstance is held to any extent, to be void, invalid, or unenforceable, the remainder of this Agreement, and the application of such provision to other persons or circumstances, will not be affected thereby, and will be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed under authority of appropriate action taken by their respective governing bodies on the date herein below specified.

LUBBOCK COUNTY:

Curtis Parrish
Lubbock County Judge

Date Approved by Lubbock County
Commissioners Court:_____

ATTEST:

Kelly Pinion
Lubbock County Clerk

APPROVED AS TO CONTENT:

Terence Kovar
Commissioner, Precinct One

APPROVED AS TO FORM ONLY:

Marlise Boyles
Civil Division, Lubbock County
Criminal District Attorney's Office

CITY OF WOLFFORTH:

Charles Addington, II
Mayor

Date Signed or Approved by
City Council:_____

ATTEST:

Terri Robinette
City Secretary

AGENDA ITEM COMMENTARY - ITEM #8

ITEM TITLE

Conduct Public Hearing on Land Use Assumptions and Capital Improvements Plan relating to possible adoption of impact fees.

INITIATOR/STAFF INFORMATION SOURCE

Randy Criswell, City Manager

BACKGROUND

The ongoing process for the possible adoption of Impact Fees includes the conduct of a Public Hearing on the Land Use Assumptions and the Capital Improvements Plan that have been proposed. I've attached a copy of the presentation you recently received from Newgen Strategies for your review. Within that presentation is the Capital Improvements Plan.

EXHIBITS

Impact Fee presentation

Technical Memo

Impact Fee Schedule

COUNCIL ACTION/STAFF RECOMMENDATION

Tonight's action is to conduct a Public Hearing on the Land Use Assumptions and Capital Improvements Plan



September 12, 2023

CITY OF WOLFFORTH, TEXAS WATER IMPACT FEE STUDY



IMPACT FEES

What are they?

- Mechanism that allows municipalities the ability to recover infrastructure costs associated with future development
 - New construction or facility expansion to serve future development during the next ten (10) years
- Governed by Chapter 395 of the Texas Local Government Code
 - *“Impact Fee means a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development”*

Texas Local Government Code §395.001

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE OR “CIAC”

- At least five members appointed by the City Council
 - Code allows for Planning and Zoning Committee or other standing bodies to act as CIAC
 - Must include member of ETJ if service and impact fee area extends beyond City limits
- Roles:
 - Advise, review, and monitor Land Use Assumptions, Impact Fee CIP, and Impact Fees
 - File reports/comments to City Council
 - Advise on the need to update or revise

IMPACT FEES

What costs are
recoverable?

- Construction
- Surveying and Engineering
- Land Acquisition and Associated Costs
- Financing Costs
- Engineering Costs Associated with Land Use/Capital Improvements Planning and/or Financial Consulting Associated with Developing Impact Fees (Not Employed by the City)

IMPACT FEES

What costs are not
recoverable?

- Capital Improvement Projects NOT Identified in the Impact Fee CIP
- Operations and Maintenance Costs
- Improvements Associated with Existing Deficiencies
- Administrative and Operational Costs of the City
- Non-Impact Fee CIP Debt Service
- SB 883 – exempts school districts from impact fees unless board consents by entering into contractual agreement (effective May 25, 2007)

IMPACT FEES

How are they
calculated?

- Land Use and Population Projections
- Capital Improvements Plan (Master Plan)
 - Description of existing facilities and the costs to meet existing needs and deficiencies
 - Analysis of existing capacity and commitments
 - Description of capital improvements and associated costs attributable to new development based on the approved Land Use Assumptions
 - Projected new service units based on approved Land Use Assumptions
 - Develop 10-year Impact Fee CIP and costs

IMPACT FEES

How are they
calculated?
(continued)

- Financing Costs
- Revenue Credit Calculation or 50% Credit
 - Revenue Credit Calculation – a credit for the portion of ad valorem tax and/or utility service revenues generated by new service units during the program period (10-years) that is used for payment of projects included in the Impact Fee CIP
- Maximum Assessable Impact Fee

$$\text{Impact Fee} = \frac{\text{Cost of Impact Fee CIP} - \text{Credit}}{\text{New Service Units}}$$

IMPACT FEES

Key Assumptions

- Utilized a 11% Growth Factor
- Within next ten years:
 - 4,059 New Water Connections
- 9 Water CIP Projects were included

WATER IMPACT FEE CIP

Description	Total Project Amount	% 10-Year Growth	Impact Fee Eligible	50% Recoverable Cost
Elevated Storage Tank - Alcove	\$ 6,500,000	80%	\$ 5,200,000	\$ 2,600,000
Water Distribution Improvements for Elevated Tank	1,500,000	80%	1,200,000	600,000
EDR Plant #2	15,000,000	100%	15,000,000	7,500,000
Lubbock North Connection and Ground Storage	2,000,000	75%	1,500,000	750,000
Loop 88 East Connection and Ground Storage	1,000,000	75%	750,000	375,000
Loop 88 North Connection and Ground Storage	3,000,000	75%	2,250,000	1,125,000
Harvest Wells	500,000	100%	500,000	250,000
Overlook Wells	1,000,000	100%	1,000,000	500,000
Water Distribution System Improvements	1,000,000	100%	1,000,000	500,000
	\$ 31,500,000		\$ 28,400,000	\$ 14,200,000

WATER IMPACT FEE CALCULATIONS

Line	Description	
1	Recoverable Cost for Impact Fee Planning Period (50% Credit)	\$ 14,200,000
2	Add: Financing Costs	14,184,735
3	Less: Interest Earnings	(10,637,281)
4	Recoverable Cost of Water Impact Fee and Financing Costs	\$ 17,747,453
5	Divide: Additional Service Units Added During Planning Period	4,059
6	Maximum Assessable Fee	\$ 4,372

RATE RECOMMENDATIONS

- Set the maximum impact fee per service unit equal to a 3/4-inch connection using the 50% credit method for water impact fees
 - Water Impact Fee - \$ 4,372 for a ¾" Meter
- Assess escalating fees by meter size based on capacity values from the AWWA Manual M1, Principles of Water Rates, Fees and Charges, 6th edition, 2012

FEE BY METER SIZE

Meter Size	AWWA Demand (GPM)	Meter Factor	Maximum Fee
3/4 - inch or below	30	1.00	\$ 4,372
1 inch	50	1.67	7,287
1 1/2 inch	100	3.33	14,573
2 inch	160	5.33	23,317
3 inch	300	10.00	43,720
4 inch	500	16.67	72,867
6 inch	1,000	33.33	145,733
8 inch	1,600	53.33	233,173
10 inch	2,300	76.67	335,187
12 inch	4,300	143.33	626,653



QUESTIONS AND DISCUSSION

NEWGEN STRATEGIES AND SOLUTIONS
275 W. CAMPBELL ROAD, SUITE 440
RICHARDSON, TEXAS 75080

CHRIS EKRUT, CHIEF FINANCIAL OFFICER
972-232-2234
CEKRUT@NEWGENSTRATEGIES.NET

Memorandum

To: Mr. Randy Criswell
From: NewGen Strategies and Solutions, LLC
Date: August 3, 2023
Re: Wolfforth Impact Fee Determination

Maximum Assessable Impact Fee Determination

The impact fee determination method employed by NewGen Strategies and Solutions, LLC is developed through a financial based model, which fully recognizes the requirements of Chapter 395 of the Texas Local Government Code, including the recognition of cash and/or debt financing, interest earnings, fund balances, and applicable credits. In developing the components of the financial model, several assumptions must be made, including the following:

- Financing
 - Method of financing (i.e. cash or debt financing)
 - The level of financing (e.g. 100% debt funding)
 - Cost of financing
 - Debt repayment structure
- Timing and Level of Expenditures and Revenues
- Interest Earnings
- Annual Service Unit Growth

The assumptions employed in the maximum assessable impact fee determination provide a reasonable basis for forecasting; however, it must be emphasized that these assumptions may not necessarily reflect actual future conditions. To address this, Chapter 395 requires the monitoring of impact fees through the Impact Fee Advisory Committee and allows for the option to update or revise impact fees to reflect the actual implementation of the impact fee program.

The Water Impact Fee Capital Improvement Plan (CIP) projects were developed by OJD Engineering (OJD). OJD also included the percentage of the projects that were related to growth over the 10-year period of the impact fees. Table 1, below, lists the projects included in the CIP, including the percentage utilized by growth in the next 10-years. To incorporate the 50% credit method, the eligible project costs were divided in half.

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Table 1
Capital Improvement Plan Projects

Project Name	Project Cost	10-Year Utilization	Eligible Cost	Recoverable Cost
Elevated Storage Tank	\$ 6,500,000	80%	\$ 5,200,000	\$ 2,600,000
Water Distribution Improvements for Elevated Storage Tank	1,500,000	90%	1,200,000	600,000
EDR Plant #2	15,000,000	100%	15,000,000	7,500,000
Lubbock North Connection and Ground Storage	2,000,000	75%	1,500,000	750,000
Loop 88 East Connection and Ground Storage	1,000,000	75%	750,000	375,000
Loop 88 North Connection and Ground Storage	3,000,000	75%	2,250,000	1,125,000
Harvest Wells	500,000	100%	500,000	250,000
Overlook Wells	1,000,000	100%	1,000,000	500,000
Water Distribution System Improvements	1,000,000	100%	1,000,000	500,000
Total	\$ 31,500,000		\$ 28,400,000	\$ 14,200,000

Total growth over the 10-year forecast is projected to be 4,059 units. The timing and annual level of service unit growth over the 10-year program period is indeterminate at the present time. As such, it is assumed that service unit growth will be consistent over the 10-year forecast.

Table 2
Service Unit Growth

Fiscal Year	Growth in Service Units	Total Service Units
2023	406	2,753
2024	406	3,159
2025	406	3,565
2026	406	3,971
2027	406	4,377
2028	406	4,782
2029	406	5,188
2030	406	5,594
2031	406	6,000
2032	406	6,406

Once the cost of capacity added that is attributable to growth is determined, it must then be decided how the cost will be financed: cash and/or debt. For debt financing, the cost of financing is based on an assumed 30-year debt term with interest rates each year based on Table 2 below. Debt was assumed to be issued in years 2023 through 2027. Debt service payments for each future debt issue are assumed to be a level annual payment over the issue's term.

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Table 2
Interest Rate Per Year of Issuance

Fiscal Year	Interest Rate
2023	4.32%
2024	5.00%
2025	5.50%
2026	5.50%
2027	6.00%
2028	6.00%
2029	6.00%
2030	6.00%
2031	6.00%
2032	6.00%

Currently, the exact timing and annual level of cash capital expenditures over the forecast period is based on the City's proposed timing. It is assumed that for debt-financed capital projects, the City will expend debt proceeds over a 3-year timeframe. For the calculation of the maximum assessable impact fee, debt is assumed to be issued based on the timing provided by the City.

Because debt is issued assuming a 30-year term and impact fees developed herein are to be charged over a 10-year period, sufficient fund balance must be generated to meet the future debt service obligations.

Chapter 395 states that interest earnings are funds of the impact fee account and are to be held to the same restrictions as impact fee revenues. Therefore, in order to recognize that interest earnings are used to fund only these specific CIP projects, interest earnings are credited against the costs recoverable through impact fees. It should be noted that Chapter 395 does not require the upfront recognition of interest earnings in the impact fee determination; however, in an effort to acknowledge the time value of the impact fee payers' monies, interest earnings have been credited. Interest is assumed to be earned at an annual rate of 3.98% based on the TexStar average rate in 4th quarter of 2022.

Chapter 395 requires a plan for awarding either a credit for the portion of ad valorem tax and/or utility service revenues generated by new service units during the program period that are used for payment of improvements that are included in the Water Impact Fee CIP. As an alternative, a credit equal to 50% of the total cost of implementing the Water Impact Fee CIP may be used. The City has elected to calculate a credit based on the 50% method. The resulting maximum fee per service unit is summarized in Table3 below. Further detail on the calculations can be found in Exhibit A.

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Table 3
Maximum Fee Per Service Unit

Service Area	Water
Recoverable Impact Fee CIP Costs	\$ 14,200,000
Add: Financing Costs	14,184,735
Less: Interest Earnings	(10,637,281)
Maximum Recoverable Cost for Impact Fee	\$ 17,747,453
Divide: Additional Service Units Added During Planning Period	4,059
Maximum Assessable Fee	\$ 4,372

City of Wolfforth - 2023 Water Impact Fee Study
Capital Improvement Plan for Impact Fees
Impact Fee Summary Table
Water Service Area

0	Existing Fund Balance	\$ -
1	Existing Number of Service Units	2,347
2	Total Number of Services Units for Planning Period	6,406
3	Additional Service Units Added During Planning Period (Line 2 - Line 1)	4,059
4	Total Cost of the Water Impact Fee CIP	\$ 31,500,000
5	Recoverable Cost for Impact Fee Planning Period	\$ 14,200,000
6	Percent Recoverable for Water Impact Fee Planning Period (Line 5 / Line 4)	45.08%
7	Financing Costs (From Financial Analysis)	\$ 14,184,735
8	Interest Earnings (From Financial Analysis)	\$ (10,637,281)
9	Recoverable Cost of Water Impact Fee and Financing Costs (Line 5 + Line 7 + Line 8 - Line 0)	\$ 17,747,453
10	Maximum Assessable Fee (Line 9 / Line 3)	\$ 4,372

SUMMARY OF WATER IMPACT FEE DETERMINATION

Water Service Area

Recoverable Impact Fee CIP Costs	\$ 14,200,000	Per OJD Engineering
Financing Cost	14,184,735	See Detail Below
Existing Fund Balance	-	Water Appendices - page 3
Interest Earnings	(10,637,281)	Water Appendices - page 5
Recoverable Cost for Impact Fee	\$ 17,747,453	Sum of Above
Equivalent Connections	4,059	Water Appendices - page 8
Maximum Recoverable Cost for Impact Fee	\$ 4,372	

Recoverable Impact Fee CIP Costs:

Represents the portion of capital improvement costs that are eligible for funding through impact fees. Reference is the OJD Engineering.

Financing Costs:

Represents the interest costs associated with debt financing the new impact fee project costs. Interest costs are derived from existing debt issues and forecasted debt issues.

New Annual Debt Service	\$ 28,384,735	Water Appendices - page 4
Existing Annual Debt Service	-	Water Appendices - page 4
Principal Component (New and Existing Debt)	(14,200,000)	Water Appendices - page 3
Financing Costs	<u>\$ 14,184,735</u>	

Existing Fund Balance:

Represents impact fee revenue collected but not yet expended. Assuming all existing fund balance is already encumbered for projects from prior impact fee studies. Reference is page 3 of Water Appendices.

Interest Earnings:

Represents the interest earned on cash flows and assumes a 3.98% annual interest rate. The Impact Fee Statute states that interest earnings are funds of the impact fee account and are held to the same restrictions as impact fee revenues. Therefore in order to recognize that interest earnings are used to fund capital improvements, interest earnings are credited against the recoverable costs. Reference is the sum of Accumulated Interest on page 5 of Water Appendices.

Pre Credit Recoverable Cost for Impact Fee:

Represents Recoverable Impact Fee CIP Costs plus Financing Costs less Existing Fund Balance and Interest Earnings.

Credit for Utility Revenues:

In 2001, the Local Government Code Chapter 395 was amended to include a credit for ad valorem and/or utility revenues generated by new service units during the ten-year timeframe that are used to fund impact fee eligible projects for which the new service units were charged an impact fee. The intent of this amendment is to avoid double-charging the new service units for impact fee capital improvements. The credit recognizes utility revenues used to fund impact fee eligible projects. Reference is page 8 of Water Appendices.

Maximum Recoverable Cost for Impact Fee:

Represents Pre Credit Recoverable Cost for Impact Fee less Credit for Utility Revenues. This is the maximum cost that can be recovered through impact fees.

City of Wolfforth - 2023 Water Impact Fee Study

Capital Improvement Plan for Impact Fees

Impact Fee Calculation Assumptions

Water Service Area

I. General Assumptions

Annual Interest Rate on Deposits ⁽¹⁾	3.98%
Annual Service Unit Growth ⁽²⁾	406
Existing Fund Balance ⁽³⁾	-
Portion of Projects Funded by Existing Debt ⁽⁴⁾	\$ -
Non-debt Funded Project Cost ⁽⁵⁾	-
New Project Cost Funded Through New Debt ⁽⁶⁾	14,200,000
Total Recoverable Project Cost ⁽⁷⁾	\$ 14,200,000

II. New Debt Issues Assumptions

<u>Year</u>	<u>Principal</u> ⁽⁸⁾	<u>Interest</u> ⁽⁹⁾	<u>Term</u>
1	\$ 3,450,000	4.32%	30
2	1,375,000	5.00%	30
3	7,500,000	5.50%	30
4	750,000	5.50%	30
5	1,125,000	6.00%	30
6	-	6.00%	30
7	-	6.00%	30
8	-	6.00%	30
9	-	6.00%	30
10	-	6.00%	30
Total	\$ 14,200,000		

III. Capital Expenditure Assumptions

<u>Year</u>	<u>Annual Capital Expenditures</u> ⁽¹⁰⁾
1	\$ -
2	1,150,000
3	1,608,333
4	4,108,333
5	3,208,333
6	3,125,000
7	625,000
8	375,000
9	-
10	-
11	-
12	-
13	-
Total	14,200,000

- (1) Per discussions with City Staff
(2) Per discussions with City Staff
(3) New Impact Fee, so there is no existing fund balance
(4) Per discussions with City Staff
(5) This assumes 0% of new project costs funded through sources other than debt, unless specified otherwise
(6) This assumes 100% of new project costs funded through new debt issues, unless specified otherwise
(7) Per OJD Engineers
(8) Assumes new debt issued based on schedule from Engineers
(9) Per discussions with City Staff
(10) Assumes new debt proceeds expended over a 3-year timeframe
Non-debt funded capital expenditures allocated per discussions with City Staff

City of Wolfforth - 2023 Water Impact Fee Study
Capital Improvement Plan for Impact Fees
Debt Service and Expense Summary
Water Service Area

I. New Debt Service Detail

Year	Series 1	Series 2	Series 3	Series 4	Series 5	Series 6	Series 7	Series 8	Series 9	Series 10	Total Annual New Debt Service
1	\$ 207,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207,338
2	207,338	89,446	-	-	-	-	-	-	-	-	296,783
3	207,338	89,446	516,040	-	-	-	-	-	-	-	812,824
4	207,338	89,446	516,040	51,604	-	-	-	-	-	-	864,428
5	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
6	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
7	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
8	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
9	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
10	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
11	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
12	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
13	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
14	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
15	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
16	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
17	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
18	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
19	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
20	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
21	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
22	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
23	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
24	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
25	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
26	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
27	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
28	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
29	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
30	207,338	89,446	516,040	51,604	81,730	-	-	-	-	-	946,158
31	-	89,446	516,040	51,604	81,730	-	-	-	-	-	738,820
32	-	-	516,040	51,604	81,730	-	-	-	-	-	649,374
33	-	-	-	51,604	81,730	-	-	-	-	-	133,334
34	-	-	-	-	81,730	-	-	-	-	-	81,730
35	-	-	-	-	-	-	-	-	-	-	-
36	-	-	-	-	-	-	-	-	-	-	-
37	-	-	-	-	-	-	-	-	-	-	-
38	-	-	-	-	-	-	-	-	-	-	-
39	-	-	-	-	-	-	-	-	-	-	-
	\$ 6,220,128	\$ 2,683,372	\$ 15,481,213	\$ 1,548,121	\$ 2,451,901	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,384,735

II. Summary of Annual Expenses

Year	New Annual Debt Service ⁽¹⁾	Annual Capital Expenditures ⁽²⁾	Annual Bond Proceeds ⁽²⁾	Existing Annual Debt Service ⁽³⁾	Total Expense
1	\$ 207,338	\$ -	\$ (3,450,000)	\$ -	\$ (3,242,662)
2	296,783	1,150,000	(1,375,000)	-	71,783
3	812,824	1,608,333	(7,500,000)	-	(5,078,843)
4	864,428	4,108,333	(750,000)	-	4,222,761
5	946,158	3,208,333	(1,125,000)	-	3,029,491
6	946,158	3,125,000	-	-	4,071,158
7	946,158	625,000	-	-	1,571,158
8	946,158	375,000	-	-	1,321,158
9	946,158	-	-	-	946,158
10	946,158	-	-	-	946,158
11	946,158	-	-	-	946,158
12	946,158	-	-	-	946,158
13	946,158	-	-	-	946,158
14	946,158	-	-	-	946,158
15	946,158	-	-	-	946,158
16	946,158	-	-	-	946,158
17	946,158	-	-	-	946,158
18	946,158	-	-	-	946,158
19	946,158	-	-	-	946,158
20	946,158	-	-	-	946,158
21	946,158	-	-	-	946,158
22	946,158	-	-	-	946,158
23	946,158	-	-	-	946,158
24	946,158	-	-	-	946,158
25	946,158	-	-	-	946,158
26	946,158	-	-	-	946,158
27	946,158	-	-	-	946,158
28	946,158	-	-	-	946,158
29	946,158	-	-	-	946,158
30	946,158	-	-	-	946,158
31	738,820	-	-	-	738,820
32	649,374	-	-	-	649,374
33	133,334	-	-	-	133,334
34	81,730	-	-	-	81,730
35	-	-	-	-	-
36	-	-	-	-	-
37	-	-	-	-	-
38	-	-	-	-	-
39	-	-	-	-	-
	\$ 28,384,735	\$ 14,200,000	\$ (14,200,000)	\$ -	\$ 28,384,735

(1) Water Appendices - page 4 Section I
(2) Water Appendices - page 3
(3) This is no existing debt funding at this time

City of Wolfforth - 2023 Water Impact Fee Study
Capital Improvement Plan for Impact Fees
Revenue Test
Water Service Area

<u>Year</u>	<u>Impact Fee</u>	<u>Service Units</u>	<u>Impact Fee Revenue</u>	<u>Annual Expenses</u>	<u>Sub-Total</u>	<u>Accumulated Interest</u>	<u>Estimated Fund Balance</u>
Initial							\$ -
1	\$ 4,372	406	\$ 1,774,745	\$ (3,242,662)	\$ 5,017,408	\$ 99,844	5,117,252
2	4,372	406	1,774,745	71,783	1,702,962	237,550	7,057,763
3	4,372	406	1,774,745	(5,078,843)	6,853,588	417,275	14,328,626
4	4,372	406	1,774,745	4,222,761	(2,448,016)	521,551	12,402,161
5	4,372	406	1,774,745	3,029,491	(1,254,746)	468,625	11,616,040
6	4,372	406	1,774,745	4,071,158	(2,296,413)	416,609	9,736,237
7	4,372	406	1,774,745	1,571,158	203,587	391,544	10,331,368
8	4,372	406	1,774,745	1,321,158	453,587	420,204	11,205,160
9	4,372	406	1,774,745	946,158	828,587	462,443	12,496,190
10	4,372	406	1,774,745	946,158	828,587	513,824	13,838,602
11	-	-	-	946,158	(946,158)	531,934	13,424,379
12	-	-	-	946,158	(946,158)	515,449	12,993,670
13	-	-	-	946,158	(946,158)	498,307	12,545,819
14	-	-	-	946,158	(946,158)	480,483	12,080,144
15	-	-	-	946,158	(946,158)	461,950	11,595,936
16	-	-	-	946,158	(946,158)	442,679	11,092,456
17	-	-	-	946,158	(946,158)	422,641	10,568,939
18	-	-	-	946,158	(946,158)	401,805	10,024,587
19	-	-	-	946,158	(946,158)	380,140	9,458,569
20	-	-	-	946,158	(946,158)	357,614	8,870,025
21	-	-	-	946,158	(946,158)	334,190	8,258,057
22	-	-	-	946,158	(946,158)	309,834	7,621,734
23	-	-	-	946,158	(946,158)	284,509	6,960,085
24	-	-	-	946,158	(946,158)	258,176	6,272,104
25	-	-	-	946,158	(946,158)	230,795	5,556,741
26	-	-	-	946,158	(946,158)	202,325	4,812,908
27	-	-	-	946,158	(946,158)	172,721	4,039,471
28	-	-	-	946,158	(946,158)	141,939	3,235,252
29	-	-	-	946,158	(946,158)	109,932	2,399,026
30	-	-	-	946,158	(946,158)	76,651	1,529,519
31	-	-	-	738,820	(738,820)	46,171	836,870
32	-	-	-	649,374	(649,374)	20,384	207,880
33	-	-	-	133,334	(133,334)	5,620	80,166
34	-	-	-	81,730	(81,730)	1,564	0
35	-	-	-	-	-	0	0
36	-	-	-	-	-	0	0
37	-	-	-	-	-	0	0
38	-	-	-	-	-	0	0
39	-	-	-	-	-	0	0
			\$ 17,747,453	\$ 28,384,735			\$ 10,637,281

City of Wolfforth - 2023 Water Impact Fee Study

Capital Improvement Plan for Impact Fees

Impact Fee Calculation

Water Service Area

<u>Year</u>	<u>Number of Years to End of Period</u>	<u>Future Value Escalation</u>		<u>Annual Service Units</u>		<u>Annual Expense</u>	
		<u>Interest Rate Factor</u>	<u>Recovery Fee Factor</u>	<u>Actual</u>	<u>Escalated</u>	<u>Actual</u>	<u>Escalated</u>
1	39	4.4063	1.0000	406	1,789	\$ (3,242,662)	\$ (14,288,241)
2	38	4.2377	1.0000	406	1,720	71,783	304,194
3	37	4.0755	1.0000	406	1,654	(5,078,843)	(20,698,697)
4	36	3.9195	1.0000	406	1,591	4,222,761	16,551,043
5	35	3.7695	1.0000	406	1,530	3,029,491	11,419,554
6	34	3.6252	1.0000	406	1,471	4,071,158	14,758,696
7	33	3.4864	1.0000	406	1,415	1,571,158	5,477,728
8	32	3.3530	1.0000	406	1,361	1,321,158	4,429,819
9	31	3.2246	1.0000	406	1,309	946,158	3,051,023
10	30	3.1012	1.0000	406	1,259	946,158	2,934,243
11	29	2.9825	1.0000	-	-	946,158	2,821,933
12	28	2.8684	1.0000	-	-	946,158	2,713,921
13	27	2.7586	1.0000	-	-	946,158	2,610,044
14	26	2.6530	1.0000	-	-	946,158	2,510,143
15	25	2.5514	1.0000	-	-	946,158	2,414,066
16	24	2.4538	1.0000	-	-	946,158	2,321,666
17	23	2.3599	1.0000	-	-	946,158	2,232,802
18	22	2.2695	1.0000	-	-	946,158	2,147,340
19	21	2.1827	1.0000	-	-	946,158	2,065,149
20	20	2.0991	1.0000	-	-	946,158	1,986,105
21	19	2.0188	1.0000	-	-	946,158	1,910,085
22	18	1.9415	1.0000	-	-	946,158	1,836,975
23	17	1.8672	1.0000	-	-	946,158	1,766,664
24	16	1.7957	1.0000	-	-	946,158	1,699,044
25	15	1.7270	1.0000	-	-	946,158	1,634,012
26	14	1.6609	1.0000	-	-	946,158	1,571,469
27	13	1.5973	1.0000	-	-	946,158	1,511,320
28	12	1.5362	1.0000	-	-	946,158	1,453,473
29	11	1.4774	1.0000	-	-	946,158	1,397,840
30	10	1.4208	1.0000	-	-	946,158	1,344,337
31	9	1.3665	1.0000	-	-	738,820	1,009,564
32	8	1.3142	1.0000	-	-	649,374	853,377
33	7	1.2639	1.0000	-	-	133,334	168,515
34	6	1.2155	1.0000	-	-	81,730	99,341
35	5	1.1690	1.0000	-	-	-	-
36	4	1.1242	1.0000	-	-	-	-
37	3	1.0812	1.0000	-	-	-	-
38	2	1.0398	1.0000	-	-	-	-
39	1	1.0000	1.0000	-	-	-	-
				15,099		\$ 66,018,545	

Annual Interest Rate: 3.98%

Total Escalated Expense for Entire Period \$ 66,018,545

Total Escalated Service Units 15,099

Maximum Assessable Impact Fee for Water Service Area \$ 4,372

City of Wolfforth - 2023 Water Impact Fee Study
Capital Improvement Plan for Impact Fees
Impact Fee Project Funding
Water Service Area

<u>Impact Fee Project Name⁽¹⁾</u>	<u>Cost In</u>	<u>Impact Fee</u>	<u>Impact Fee 50%</u>	<u>Debt Funded⁽²⁾</u>		<u>Non-Debt</u>
	<u>Service Area⁽¹⁾</u>	<u>Eligible Cost⁽¹⁾</u>	<u>Recoverable Cost⁽¹⁾</u>	<u>Existing</u>	<u>Proposed</u>	<u>Funded⁽²⁾</u>
Elevated Storage Tank - Alcove	\$ 6,500,000	\$ 5,200,000	\$ 2,600,000	\$ -	\$ 2,600,000	\$ -
Water Distribution Improvements for Elevated Tank	1,500,000	1,200,000	600,000	-	600,000	-
EDR Plant #2	15,000,000	15,000,000	7,500,000	-	7,500,000	-
Lubbock North Connection and Ground Storage	2,000,000	1,500,000	750,000	-	750,000	-
Loop 88 East Connection and Ground Storage	1,000,000	750,000	375,000	-	375,000	-
Loop 88 North Connection and Ground Storage	3,000,000	2,250,000	1,125,000	-	1,125,000	-
Harvest Wells	500,000	500,000	250,000	-	250,000	-
Overlook Wells	1,000,000	1,000,000	500,000	-	500,000	-
Water Distribution System Improvements	1,000,000	1,000,000	500,000	-	500,000	-
Water Impact Fee Update		-	-	-	-	-
Total	\$ 31,500,000	\$ 28,400,000	\$ 14,200,000	\$ -	\$ 14,200,000	\$ -

(1) Per OJD Engineers

(2) Per discussions with City staff and City files

City of Wolfforth - 2023 Water Impact Fee Study
 Capital Improvement Plan for Impact Fees
 Credit Determination
 Water Service Area

<u>Year</u>	<u>Eligible Revenue Funded Cost ⁽¹⁾</u>	<u>Annual Service Units</u>	<u>Eligible Debt Service per Service Unit</u>	<u>Annual Growth in Service Units (Cumulative)</u>	<u>Credit for Annual Utility Rate Revenues</u>
1	\$ 207,338	2,753	\$ 75.32	406	\$ -
2	296,783	3,159	93.95	812	-
3	812,824	3,565	228.02	1,218	-
4	864,428	3,971	217.71	1,624	-
5	946,158	4,377	216.19	2,030	-
6	946,158	4,782	197.84	2,435	-
7	946,158	5,188	182.36	2,841	-
8	946,158	5,594	169.13	3,247	-
9	946,158	6,000	157.69	3,653	-
10	946,158	6,406	147.70	4,059	-
11	946,158	6,406	147.70	4,059	-
12	946,158	6,406	147.70	4,059	-
13	946,158	6,406	147.70	4,059	-
14	946,158	6,406	147.70	4,059	-
15	946,158	6,406	147.70	4,059	-
16	946,158	6,406	147.70	4,059	-
17	946,158	6,406	147.70	4,059	-
18	946,158	6,406	147.70	4,059	-
19	946,158	6,406	147.70	4,059	-
20	946,158	6,406	147.70	4,059	-
21	946,158	6,406	147.70	4,059	-
22	946,158	6,406	147.70	4,059	-
23	946,158	6,406	147.70	4,059	-
24	946,158	6,406	147.70	4,059	-
25	946,158	6,406	147.70	4,059	-
26	946,158	6,406	147.70	4,059	-
27	946,158	6,406	147.70	4,059	-
28	946,158	6,406	147.70	4,059	-
29	946,158	6,406	147.70	4,059	-
30	946,158	6,406	147.70	4,059	-
31	738,820	6,406	115.33	4,059	-
32	649,374	6,406	101.37	4,059	-
33	133,334	6,406	20.81	4,059	-
34	81,730	6,406	12.76	4,059	-
35	-	6,406	-	4,059	-
36	-	6,406	-	4,059	-
37	-	6,406	-	4,059	-
38	-	6,406	-	4,059	-
39	-	6,406	-	4,059	-
Total	\$ 28,384,735				\$ -

2022 Service Units ⁽²⁾	2,347
Ten Year Growth in Service Units ⁽²⁾	4,059
	<u>10 years</u>
Annual Growth in Service Units	406
Credit Amount	\$ -

(1) Water Appendices - page 4 Section II

(2) Per discussions with City Staff

Potential Impact Fee Schedule

Task	Action Item	Staff	Council	CIAC	Legal	Engineering	Financial	Current Status / Anticipated Date
CALCULATION PROCESS								
1	Complete Impact Fee Draft Report					X	X	Completed
2	City Complete Review of Draft Report	X						Completed
CIAC PROCESS								
1	Council Designates Capital Improvement Advisory Committee (CIAC)	X	X		X			July 10th
2	<i>Complete agenda item(s) before meeting</i>	X			X			July 5th
3	CIAC Meeting to Present LUA, CIP and Impact Fee	X		X		X	X	TBD
4	<i>Complete agenda item(s) before meeting</i>	X			X			TBD
5	CIAC Review of LUA, CIPs, and Impact Fees Formalize Comments to Council	X		X		X	X	TBD
6	<i>Complete agenda item</i>	X			X			TBD
7	CIAC Submit Written Comments to Council (5 Days before Public Hearing)	X		X				5 Days before November 6th

Potential Impact Fee Schedule

Task	Action Item	Staff	Council	CIAC	Legal	Engineering	Financial	Current Status / Anticipated Date
ADOPTION PROCESS								
1	Council Meeting - Review LUAs, CIP, and Set Public Hearing Date	X	X		X	X	X	July 31st
2	<i>Complete agenda item(s) before meeting</i>	X			X			July 26th
3	Advertise Public Hearing Date for Consideration of LUAs and CIPs (Must be 30 days before Public Hearing)	X			X			No later than August 14th
4	<i>Advertisement to the newspaper</i>	X			X			August 7th
5	Council Public Hearing and Approval of LUAs and CIPs (Must be at least 30 days after Notice)	X	X		X	X	X	September 18th
6	<i>Complete agenda item(s) before meeting</i>	X			X			September 13th
7	Council Meeting - Review Impact Fee Calculation and Set Public Hearing Date	X	X		X	X	X	September 18th
8	<i>Complete agenda item(s) before meeting</i>	X			X			September 13th
9	Advertise Public Hearing Date for Adoption and Consideration of Impact Fees (Must be 30 days before Public Hearing)	X			X			No later than October 13th
10	<i>Advertisement to the newspaper</i>	X			X			October 6th
11	Council Public Hearing and Approval of Impact Fees (Must be at least 30 days after Notice)	X	X		X	X	X	November 6th
12	<i>Complete agenda item(s) before meeting</i>	X			X			November 1st
13	Develop/Adopt Impact Fee Ordinance (must be within 30 days of Public Hearing)	X	X		X	X	X	November 6th
14	<i>Complete agenda item(s) before meeting</i>	X			X			November 1st

AGENDA ITEM COMMENTARY - ITEM #9

ITEM TITLE

Consider and take appropriate action on public hearing on a proposed economic development project not to exceed \$50,000 to fund a Business Improvement Grant Program.

INITIATOR/STAFF INFORMATION SOURCE

Danielle Sweat, Economic Development Director

BACKGROUND

The Wolfforth EDC is implementing a Business Improvement Grant (BIG) Program to provide assistance to local businesses in improving their properties. The purpose of this program is to promote the expansion and development of new and existing business enterprises within the city of Wolfforth Texas, and to improve the appearance and visual character of the community. The EDC will provide 100% in matching funds, via reimbursement, to businesses who are seeking to improve or expand their commercial properties. The maximum grant is \$10,000 per applicant, and the minimum expenditure to be considered for the program is \$1,000. The application period for this grant will remain open until September 30th of the current fiscal year; until funding has been exhausted; or until the EDC determines that its program goals have been satisfied.

EXHIBITS

BIG application

COUNCIL ACTION/STAFF RECOMMENDATION

Conduct the Public Hearing



Business Improvement Grant (BIG) Program Application

1. Applicant Information

Contact Name(s): _____

Name of Business: _____

Address: _____

Contact Phone: _____ Email Address: _____

2. Information on Property Proposed for Business Improvement Program

Description of Existing Building Facades or Property (please attach image(s)):

Description of Proposed Improvements (please attach sketches, plans, or other image(s)):

Estimated Total Cost of Improvements (please attach contractor bids): _____

3. Landlord Information (if different from applicant)

Property Owner/Landlord: _____

Address: _____

Business Phone: _____ Email Address: _____

Signature: _____

4. Commitment

I agree to adhere to the Business Improvement Grants program guidelines as established by the Wolfforth Economic Development Corporation.

Signature of Applicant

Date

Please return this application, images of current and proposed building facades or property, and preliminary bids to the Wolfforth Economic Development Corporation, 302 Main Street.

Upon receipt of all preliminary materials, the EDC will review applications and determine pre-qualification for funding. Upon completion of project improvements and the submission to the EDC of an invoice and proof of payment, final rebates will be delivered as a 100% reimbursement of expenditures. The maximum reimbursement is \$10,000, and the minimum project expenditure is \$1,000.



Business Improvement Grant (BIG) Program Information

Background

The Wolfforth EDC is implementing a Business Improvement Grant (BIG) Program to provide assistance to local businesses in improving their properties. The purpose of this program is to promote the expansion and development of new and existing business enterprises within the city of Wolfforth Texas, and to improve the appearance and visual character of the community. The EDC will provide 100% in matching funds, via reimbursement, to businesses who are seeking to improve or expand their commercial properties. The maximum grant is \$10,000 per applicant, and the minimum expenditure to be considered for the program is \$1,000. The application period for this grant will remain open until September 30th of the current fiscal year; until funding has been exhausted; or until the EDC determines that its program goals have been satisfied.

Eligibility & Consideration

In order to qualify for funding under this program, the applicant must meet all of the following criteria:

- The business must be located in the corporate city limits of Wolfforth, and must be in compliance with all applicable zoning, land use, and other ordinances.
- Proof of applicant's ownership of the facility, or proof that the owner of such facility has approved the application for grant funds, shall be required.
- The applicant shall be responsible for obtaining and complying with all applicable permits related to the improvement project, and failure to do so will render the applicant ineligible to receive grant funding.
- Applicant should receive written approval of grant funding prior to starting the improvements mentioned in application. Previously completed projects are not eligible for consideration.
- All grants are reimbursement grants, and will only be funded after completion of the project in compliance with specifications approved by the EDC.
- The improvements, as presented in this application, must be completed within a twelve-month period. Failure to complete improvements and open the business establishment within the required time period is considered a default and will result in the loss of granted funds.
- The landowner must have paid all property taxes due.
- There is a limit of one grant award per twelve-month period per applicant.
- The EDC is the sole and final authority in determining project eligibility for funding.



Business Improvement Grant (BIG) Program Application

Program Details

All buildings and facilities located within Wolfforth when these guidelines are adopted shall be eligible for this program. However, funds will only be awarded to applicants improving a piece of property that has an existing structure in place at time of program adoption.

Rebates will be issued in the amount of 100% of actual expenditures, up to a maximum rebate of \$10,000. To be considered, an improvement project must total at least \$1,000. Improvement projects will typically consist of reconstructing or remodeling a building space (exterior and/or interior), resurfacing an outdoor parking area, and/or adding landscaping. Non-permanent fixtures, furniture, and/or décor are not eligible for reimbursement. Funding will be delivered only upon completion of the improvement project and submission of an invoice and proof of payment to the EDC for verification.

Applications for funding will be reviewed by the EDC board. During the course of its evaluation of the application, the EDC may contact the applicant in order to verify or clarify information. The applicant will then be notified, in writing, of the EDC's decision to approve or disapprove the application.

If you have questions, or for assistance with your application, please contact Danielle Sweat at the EDC (806) 855-4128 or dsweat@wolfforthtx.us

Please submit application and supporting materials to the Wolfforth Economic Development Corporation, 302 Main Street, Wolfforth, Texas.

AGENDA ITEM COMMENTARY - ITEM #10

ITEM TITLE

Consider and take appropriate action on public hearing on a proposed economic development project not to exceed \$65,000 to purchase land on major roads with the City of Wolfforth to promote new or expanded business development.

INITIATOR/STAFF INFORMATION SOURCE

Danielle Sweat, Economic Development Director

BACKGROUND

The EDC has approved the purchase of land on major roads to promote economic development within the city limits. As properties are obtained, they can be used to incentivize new growth and redevelopment.

EXHIBITS

COUNCIL ACTION/STAFF RECOMMENDATION

Conduct the Public Hearing

AGENDA ITEM COMMENTARY - ITEM #11

ITEM TITLE

Consider and take appropriate action on Ordinance 2023-022
Public Hearing: Public Improvement District #3 Proposed Assessments
Consider and take appropriate action on Ordinance 2023-023

INITIATOR/STAFF INFORMATION SOURCE

Terri Robinette, City Secretary
Scott Bean, Hawes-Hill

BACKGROUND

The assessments for Public Improvement District Three (Harvest Subdivision) are designed to provide a maintenance and long-term replacement fund for the common area facilities and elements of the Harvest Subdivision. The assessments will be levied on each lot the year following completion of a home. The Year 2023 Assessment Roll One levies the assessment on the first 58 lots that had completed homes as of January 1, 2023. Future assessment rolls will be brought to city council as homes are completed.

Each property owner (lot) has the option to pay the assessment annually for up to forty-five (45) years and also the right to pay the full assessment at any time. The annual payment starts at \$180 per year and escalates 2.5% annually after that. The total (full) assessment is \$15,406.55. If an owner decides to pay off the remaining portion of the total assessment in any given year, a credit will be made for previous annual payments. The attached payment schedule shows the annual payments, the 5% annual administrative fee, and the total assessment.

The district administrator will work with city staff on the collection of the assessments. The PID assessments will be collected on an annual basis in the same manner as property taxes and transferred to a city-established PID revenue fund.

EXHIBITS

Ordinance 2023-022
Ordinance 2023-023
Year 2023 Assessment Roll
Harvest PID #3 Annual Service Plan

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of Ordinance 2023-022
Open the Public Hearing on the Proposed Assessments and receive any comments.
Close Public Hearing
Staff recommends approval of Ordinance 2023-023

Year	Annual Payment for Services*	Annual Payment for Administration*	Total Annual Payment	
1	\$ 180.00	\$ 9.00	\$ 189.00	
2	\$ 184.50	\$ 9.23	\$ 193.73	
3	\$ 189.11	\$ 9.46	\$ 198.57	
4	\$ 193.84	\$ 9.69	\$ 203.53	
5	\$ 198.69	\$ 9.93	\$ 208.62	
6	\$ 203.65	\$ 10.18	\$ 213.84	
7	\$ 208.74	\$ 10.44	\$ 219.18	
8	\$ 213.96	\$ 10.70	\$ 224.66	
9	\$ 219.31	\$ 10.97	\$ 230.28	
10	\$ 224.80	\$ 11.24	\$ 236.04	
11	\$ 230.42	\$ 11.52	\$ 241.94	
12	\$ 236.18	\$ 11.81	\$ 247.98	
13	\$ 242.08	\$ 12.10	\$ 254.18	
14	\$ 248.13	\$ 12.41	\$ 260.54	
15	\$ 254.34	\$ 12.72	\$ 267.05	
16	\$ 260.69	\$ 13.03	\$ 273.73	
17	\$ 267.21	\$ 13.36	\$ 280.57	
18	\$ 273.89	\$ 13.69	\$ 287.59	
19	\$ 280.74	\$ 14.04	\$ 294.78	
20	\$ 287.76	\$ 14.39	\$ 302.14	
21	\$ 294.95	\$ 14.75	\$ 309.70	
22	\$ 302.32	\$ 15.12	\$ 317.44	
23	\$ 309.88	\$ 15.49	\$ 325.38	
24	\$ 317.63	\$ 15.88	\$ 333.51	
25	\$ 325.57	\$ 16.28	\$ 341.85	
26	\$ 333.71	\$ 16.69	\$ 350.40	
27	\$ 342.05	\$ 17.10	\$ 359.16	
28	\$ 350.60	\$ 17.53	\$ 368.13	
29	\$ 359.37	\$ 17.97	\$ 377.34	
30	\$ 368.35	\$ 18.42	\$ 386.77	
31	\$ 377.56	\$ 18.88	\$ 396.44	
32	\$ 387.00	\$ 19.35	\$ 406.35	
33	\$ 396.68	\$ 19.83	\$ 416.51	
34	\$ 406.59	\$ 20.33	\$ 426.92	
35	\$ 416.76	\$ 20.84	\$ 437.60	
36	\$ 427.18	\$ 21.36	\$ 448.54	
37	\$ 437.86	\$ 21.89	\$ 459.75	
38	\$ 448.80	\$ 22.44	\$ 471.24	
39	\$ 460.02	\$ 23.00	\$ 483.02	
40	\$ 471.52	\$ 23.58	\$ 495.10	
41	\$ 483.31	\$ 24.17	\$ 507.48	
42	\$ 495.39	\$ 24.77	\$ 520.16	
43	\$ 507.78	\$ 25.39	\$ 533.17	
44	\$ 520.47	\$ 26.02	\$ 546.50	
45	\$ 533.49	\$ 26.67	\$ 560.16	
	\$ 14,672.90	\$ 733.65	\$ 15,406.55	Total Assessment

*2.5% Annual Increase

ORDINANCE NO. 2023-022

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, APPROVING THE SERVICE AND ASSESSMENT PLAN FOR THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NUMBER THREE

WHEREAS, the City of Wolfforth (the “City”) is authorized pursuant to TEX. LOCAL GOV’T CODE, ch. 372, as amended (“Chapter 372”) to create public improvement districts for the purposes described therein; and

WHEREAS, the City has received a petition (the “Petition”) requesting the creation of the City of Wolfforth Public Improvement District Number Three (the “PID”), held a public hearing, and created the PID in accordance with the applicable provisions of Chapter 372; and

WHEREAS, the City passed and adopted Resolution No. Resolution 340 establishing the City of Wolfforth Public Improvement District Number Three; and

WHEREAS, the City Council wishes to adopt the Service and Assessment Plan with respect to the PID;
NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, that:

Section 1. The facts recited in the preamble hereto are found to be true and correct.

Section 2. The Service and Assessment Plan attached to this Ordinance as Exhibit A is hereby approved and adopted on behalf of the PID, and the Mayor, City Secretary and any other appropriate officials of the City are hereby authorized to take all necessary actions on behalf of the City to implement the terms thereof in accordance therewith.

Section 3. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

PASSED AND ADOPTED the 18th day of September, 2023.

Charles Addington, II, Mayor

Attest:

Terri Robinette, City Secretary

EXHIBIT A

Service and Assessment Plan Public Improvement District Number Three City of Wolfforth, Texas

1. Introduction

This Service and Assessment Plan is prepared and adopted in conformance with the Public Improvement District Assessment Act, codified as Chapter 372, Texas Local Government Code (“the Act”), and pursuant to Resolution 340 creating the Public Improvement District Number Three (“PID”), City of Wolfforth, Texas. The creation of the PID was initiated by a petition submitted by property owners within the PID boundaries in compliance with the requirements of the Section 372.005 of the Act.

2. Boundaries

The boundaries of the PID are as indicated in Attachments A and B.

3. Administration of the District, Advisory Board

Administration of the District is the responsibility of the City Council of the City of Wolfforth, Texas, but to the extent allowed by law, the City may contract with a local government corporation or private sector company to carry out all or part of the City responsibilities as well as the operations and administration of the District. Any advisory board will be appointed by the City to make recommendations on annual budgets and service expenditures.

4. Supplemental Services

The supplemental services will confer a special benefit to properties within the PID and will consist of maintenance and long-term replacement of signage, monuments and other special amenities, parks and open spaces, storm detention areas and facilities, and other common facilities and the necessary administrative, legal, and engineering costs associated with the maintenance and funding for the long-term replacement of these structures and facilities.

A. Harvest Subdivision

Harvest Subdivision is +/- 538 acres of land as detailed on Exhibits A and B, and will contain an estimated 2500 lots within the PID. The supplemental services under this Plan for and the estimated costs thereof, are described below:

SUPPLEMENTAL SERVICES	ESTIMATED COSTS
Maintenance and long-term replacement of signage, monuments and other special amenities, parks and open spaces, storm detention areas and facilities, and other common facilities and the necessary administrative, legal, and engineering costs associated with the maintenance and funding for the long-term replacement of these structures and facilities	\$36,682,250
PID Administration	\$1,834,125
Total Costs (45 years)	\$38,516,375

5. Annual Review, Budgeting, Bookkeeping and Contracting

The Plan will be reviewed annually in accordance with the provisions of Chapter 372 of the Local Government Code and will include a review of the expenditures and revenues of the District. The advisory board and district administrator shall establish an annual budget for the supplemental services based on anticipated service needs in the PID, and track expenditures for the eligible services. A professional bookkeeper shall be employed, and contracts for supplemental services shall follow City contracting procedures.

6. Exempt Jurisdictions

Payment of assessments, if any, on property owned by exempt jurisdictions other than the City shall be established by contract.

7. Levy of Assessments

The total assessment for each property shall be an equal apportionment of the total anticipated supplemental services costs over the life of the PID. The total assessment for each lot will be \$15,406.55. The total assessment can be paid by each property in advance or at any time thereafter. Assessments can be paid in annual installments over forty-five (45) years according to the schedule attached as Exhibit C and the annual payments shall be concurrent with the city's tax year. The total assessment is payable at any time by property owners, and will include a credit for previous annual installment payments.

8. Levy and Collection

Notice of levy of each assessment will be given as provided in Chapter 372 of the Local Government Code. The assessment levy statement will be sent to each

property owner in the District, and the payment will be due and payable at the same time property taxes are due and payable to the City.

The first installment of an assessment against a particular property shall be due with respect to the calendar year following the date such property has been improved with a habitable structure as evidenced by the issuance of a certificate of occupancy. The City will invoice, or cause to be invoiced, each property owner for the installment payment in conjunction with the City's annual property tax bill, and the installments shall be due and payable, and incur penalty and interest for unpaid installments in the same manner as provided for the City's property taxes. Thereafter, subsequent installments shall be due in the same manner in each succeeding calendar year until the assessment has been paid in full. The owner of assessed property may pay at any time the entire assessment then due on each property through the date of final payment. Failure of an owner to receive an invoice shall not relieve the owner of the responsibility for the assessment.

A lien will be established against the property assessed effective as of the date of the ordinance levying the assessment, privileged above all other liens, include prior mortgage liens, to the extent allowed by Section 372 of the Local Government Code. Assessment installments shall be considered delinquent on the same date as the city's property taxes. Delinquent assessments or installments shall incur the costs of collection. If practicable, the assessment shall be included on the City property tax statement. Notwithstanding the above, the assessment shall be perfected immediately as to the entire assessment, but may be executed only with respect to the amounts then due or past due for current or prior installments or final payment. Assessments are personal obligations of the person owning the property assessed in the year an installment payment becomes due, and only to the extent of such installment(s).

The owner of the assessed property may pay at any time the entire assessment then due on each property

EXHIBIT A

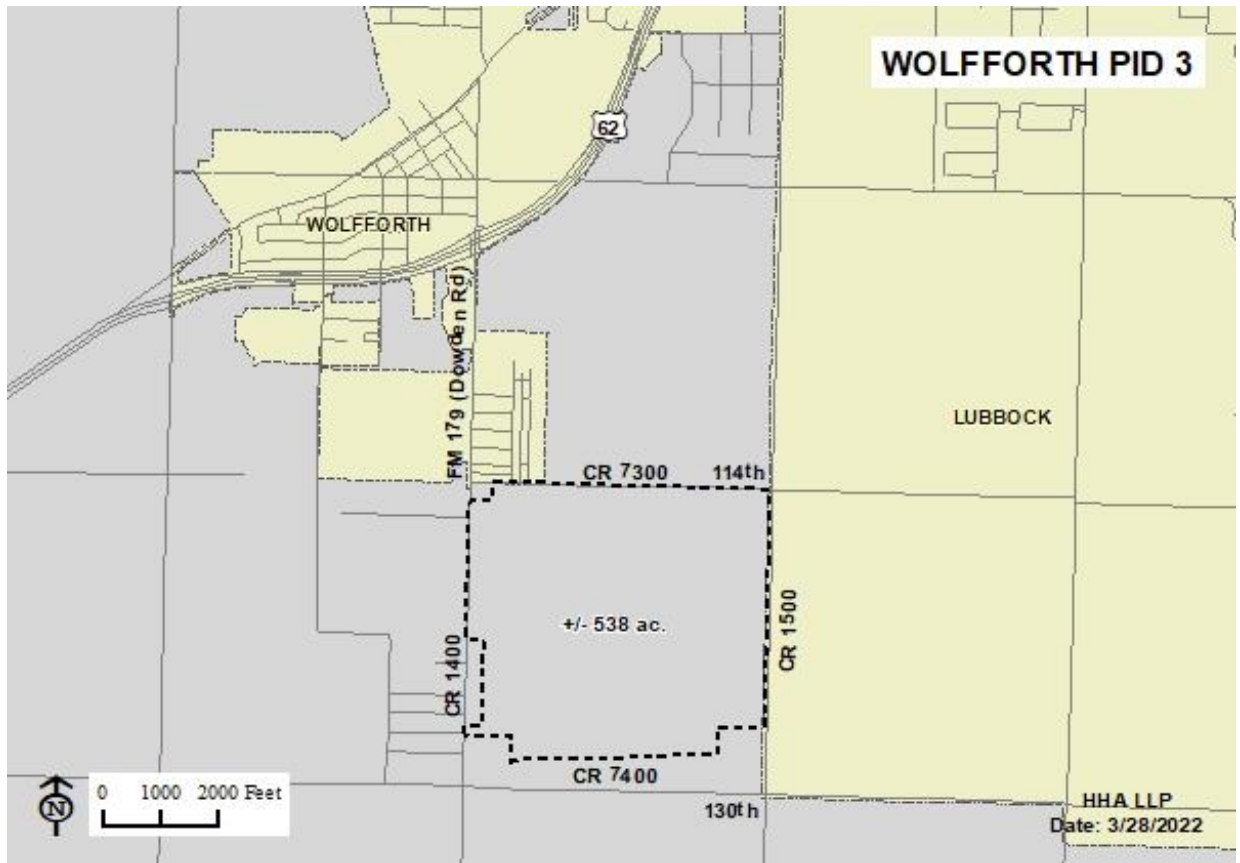


EXHIBIT B

**A 268.310 ACRE TRACT IN THE WEST PORTION OF
SECTION 17, BLOCK AK,
H.E. □ W.T. RR. CO. SURVEY, ABSTRACT NO. 266,
LUBBOCK COUNTY, TEXAS**

A 268.310 acre tract of land located in the west portion of Section 17, Block AK, H.E. □ W.T. RR. Co. Survey, Abstract Number 266, Lubbock County, Texas, and being a portion of that certain 281.414 acre tract of land conveyed to Betenbough Homes, LLC, described in a Special Warranty Deed recorded in County Clerk's File Number 2020031251 of the Official Public Records of Lubbock County, Texas, said 268.310 acre tract being further described by metes and bounds as follows:

BEGINNING at a point in the north line of said Section 17 and said 281.414 acre tract for the most northerly northwest corner of this tract and having coordinates of Northing: 7,243,123.30 and Easting: 899,355.76 of the Texas Coordinate System of 1983 (2011), Texas North Central Zone, whence a 1/2" iron rod found at the northwest corner of said Section 17 bears N. 88° 10' 37" W. a distance of 433.01 feet, said section corner having coordinates of Northing: 7,243,137.07 and Easting: 898,923.08 of the Texas Coordinate System of 1983 (2011), Texas North Central Zone;

THENCE S. 88° 10' 37" E. a distance of 2232.78 feet to a point in the north line of said Section 17 for the northeast corner of said 281.414 acre tract and this tract, same being the northwest corner of a 270.734 acre tract described in a Special Warranty Deed recorded in County Clerk's File Number 2020031250 of the Official Public Records of Lubbock County, Texas, whence the northeast corner of said Section 17, same being the common corner of Sections 18, 23 and 24 of said Block AK, bears S. 88° 10' 37" E. a distance of 2615.58 feet, said section corner having coordinates of Northing: 7,242,969.09 and Easting: 904,200.44 of the Texas Coordinate System of 1983 (2011), Texas North Central Zone;

THENCE S. 01° 49' 22" W. a distance of 4735.69 feet to the southwest corner of said 270.734 acre tract and the southeast corner of said 281.414 acre tract and this tract;

THENCE S. 88° 26' 16" W. a distance of 1820.97 feet to a point for the most southerly southwest corner of said 281.414 acre tract and this tract;

THENCE N. 01° 49' 22" E. a distance of 447.21 feet to a point for an ell corner of said 281.414 acre tract and this tract;

THENCE N. 88° 10' 38" W. a distance of 808.00 feet to a point in the east right-of-way line of F.M. 179 for the most westerly southwest corner of said 281.414 acre tract and this tract, whence a 1/2" iron rod found at the southwest corner of said Section 17 bears N. 88° 10' 38" W. a distance of 40.00 feet and S. 01° 49' 22" W. a distance of 915.20 feet, said section corner having coordinates of Northing: 7,237,829.88 and Easting: 898,754.19 of the Texas Coordinate System of 1983 (2011), Texas North Central Zone;

THENCE N. 01° 49' 22" E., along the east right-of-way line of said F.M. 179, a distance of 141.00 feet to a point for a corner of this tract;

THENCE S. 88° 10' 37" E. a distance of 293.98 feet to a point for an ell corner this tract;

THENCE N. 01° 49' 23" E. a distance of 1520.51 feet to a point for an ell corner of this tract;

THENCE N. 88° 10' 37" W. a distance of 293.99 feet to a point in the east right-of-way line of said F.M. 179 for a corner this tract;

THENCE N. 01° 49' 22" E., along said right-of-way line of F.M. 179, a distance of 1029.50 feet to a point for a corner of this tract;

THENCE N. 88° 10' 38" W., along said right-of-way line of F.M. 179, a distance of 6.00 feet to a point for a corner this tract;

THENCE N. 01° 49' 22" E., along said right-of-way line of F.M. 179, a distance of 30.00 feet to a point for a corner of this tract;

THENCE S. 88° 10' 38" E., along said right-of-way line of F.M. 179, a distance of 6.00 feet to a point for a corner this tract;

THENCE N. 01° 49' 22" E., along said right-of-way line of F.M. 179, a distance of 1360.00 feet to a point for the most westerly northwest corner of this tract;

THENCE S. 88° 10' 37" E. a distance of 393.01 feet to a point for an ell corner this tract;

THENCE N. 01° 49' 22" E. a distance of 315.00 feet to the Point of Beginning. Bearings and coordinates are based on the Texas Coordinate System of 1983 (2011), Texas North Central Zone, as determined from a base reference station at Latitude: N. 33° 29' 00.25919" and Longitude: W. 102° 00' 24.42467". The convergence angle to True North is -01° 54' 45.3". Distances are at surface, in U.S. survey feet.

This description was prepared for purposes of a zoning change request and does not represent a survey made upon the ground. This description is compiled from information obtained in previous surveys made within said Section 17 and encompassing this tract.

20163 Desc Zone Change 268.310 Ac.

**A BOUNDARY SURVEY OF
A 270.734 ACRE TRACT OF LAND IN
THE EAST PORTION OF SECTION 17, BLOCK AK,
H.E. □ W.T. RR. CO., ABSTRACT NO. 266,
LUBBOCK COUNTY, TEXAS**

A 270.734 ACRE TRACT OF LAND LOCATED IN THE EAST PORTION OF SECTION 17, BLOCK AK, H.E. & W.T. RR. CO. SURVEY, ABSTRACT NUMBER 266, LUBBOCK COUNTY, TEXAS, AND BEING A PORTION OF THAT CERTAIN TRACT OF LAND CONVEYED TO KENT M. KIRKPATRICK AND CLIFF G. KIRKPATRICK, CO-TRUSTEES OF THE KIRKPATRICK BY-PASS TRUST, DESCRIBED IN A SPECIAL WARRANTY DEED RECORDED IN COUNTY CLERK'S FILE NUMBER 2019030976 OF THE OFFICIAL PUBLIC RECORDS OF LUBBOCK COUNTY, TEXAS, AND ALSO CONVEYED TO LORA S. JONES, MICHELLE ZSCHAPPEL AND TIFFANY SMITH LUCCHESI IN AN EXECUTOR'S DISTRIBUTION DEED & CONVEYANCE RECORDED IN COUNTY CLERK'S FILE NUMBER 2019047321 OF THE OFFICIAL PUBLIC RECORDS OF LUBBOCK COUNTY, TEXAS, SAID 270.734 ACRE TRACT BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND IN THE INTERSECTION OF COUNTY ROAD 1500 (ALSO KNOWN AS ALCOVE AVENUE) AND COUNTY ROAD 7300 (ALSO KNOWN AS 114TH STREET) AT THE NORTHEAST CORNER OF SAID SECTION 17 AND THIS TRACT, SAME BEING THE COMMON CORNER OF SECTIONS 18, 23 AND 24 OF SAID BLOCK AK, HAVING COORDINATES OF NORTHING: 7,242,969.09 AND EASTING: 904,200.44 OF THE TEXAS COORDINATE SYSTEM OF 1983 (2011), TEXAS NORTH CENTRAL ZONE;

THENCE S. 01° 55' 48" W., ALONG THE EAST LINE OF SAID SECTION 17, A DISTANCE OF 4149.48 FEET TO A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET FOR THE MOST EASTERLY SOUTHEAST CORNER OF THIS TRACT AND THE NORTHEAST CORNER OF A (PROPOSED) 15.000 ACRE TRACT OF LAND, WHENCE A 5/8" IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID SECTION 17 BEARS S. 01° 55' 48" W. A DISTANCE OF 1157.90 FEET, SAID SECTION CORNER HAVING COORDINATES OF NORTHING: 7,237,666.06 AND EASTING: 904,021.73 OF THE TEXAS COORDINATE SYSTEM OF 1983 (2011), TEXAS NORTH CENTRAL ZONE;

THENCE N. 88° 04' 12" W., AT A DISTANCE OF 55.00 FEET PASS A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET, IN REFERENCE, CONTINUING FOR A TOTAL DISTANCE OF 813.02 FEET TO A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET FOR THE NORTHWEST CORNER OF SAID (PROPOSED) 15.000 ACRE TRACT AND AN ELL CORNER OF THIS TRACT;

THENCE S. 01° 55' 48" W. A DISTANCE OF 481.63 FEET TO A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET FOR THE NORTHEAST CORNER OF A (PROPOSED) 30.875 ACRE TRACT OF LAND AND THE MOST SOUTHERLY SOUTHEAST CORNER OF THIS TRACT;

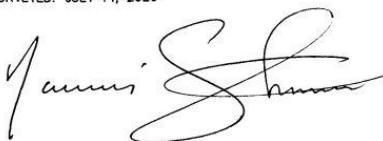
THENCE S. 88° 26' 16" W. A DISTANCE OF 1797.02 FEET TO A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET FOR THE SOUTHWEST CORNER OF THIS TRACT, SAME BEING THE SOUTHEAST CORNER OF A 281.414 ACRE TRACT OF LAND SURVEYED THE SAME DATE HEREWITH;

THENCE N. 01° 49' 22" E., ALONG THE EAST LINE OF SAID 281.414 ACRE TRACT OF LAND, A DISTANCE OF 4735.69 FEET TO A 1/2" IRON ROD WITH A CAP MARKED "AMD ENG" SET IN THE NORTH LINE OF SAID SECTION 17 FOR THE NORTHEAST CORNER OF SAID 281.414 ACRE TRACT OF LAND AND THE NORTHWEST CORNER OF THIS TRACT, WHENCE A 1/2" IRON ROD FOUND AT THE NORTHWEST CORNER OF SAID SECTION 17 BEARS N. 88° 10' 37" W. A DISTANCE OF 2665.79 FEET, SAID SECTION CORNER HAVING COORDINATES OF NORTHING: 7,243,137.07 AND EASTING: 898,923.08 OF THE TEXAS COORDINATE SYSTEM OF 1983 (2011), TEXAS NORTH CENTRAL ZONE;

THENCE S. 88° 10' 37" E. A DISTANCE OF 2615.58 FEET TO THE POINT OF BEGINNING. BEARINGS AND COORDINATES ARE BASED ON THE TEXAS COORDINATE SYSTEM OF 1983 (2011), TEXAS NORTH CENTRAL ZONE, AS DETERMINED FROM A BASE REFERENCE STATION AT LATITUDE: N. 33° 29' 00.25919" AND LONGITUDE: W. 102° 00' 24.42467". THE CONVERGENCE ANGLE TO TRUE NORTH IS -01° 54' 45.3". DISTANCES ARE AT SURFACE, IN U.S. SURVEY FEET.

I, NORRIS STEVENS, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY TO TITLE ONE, OF # 200967 AND 87TH STREET PARTNERS, LLC THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY AND THAT THE INFORMATION HEREON REPRESENTS THE FINDINGS OF THIS SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SURVEYED: JULY 14, 2020



NORRIS STEVENS
R.P.L.S. 4339, STATE OF TEXAS



NS
7-15-2020

EXHIBIT C

Year	Annual Payment for Services*	Annual Payment for Administration*	Total Annual Payment
1	\$ 180.00	\$ 9.00	\$ 189.00
2	\$ 184.50	\$ 9.23	\$ 193.73
3	\$ 189.11	\$ 9.46	\$ 198.57
4	\$ 193.84	\$ 9.69	\$ 203.53
5	\$ 198.69	\$ 9.93	\$ 208.62
6	\$ 203.65	\$ 10.18	\$ 213.84
7	\$ 208.74	\$ 10.44	\$ 219.18
8	\$ 213.96	\$ 10.70	\$ 224.66
9	\$ 219.31	\$ 10.97	\$ 230.28
10	\$ 224.80	\$ 11.24	\$ 236.04
11	\$ 230.42	\$ 11.52	\$ 241.94
12	\$ 236.18	\$ 11.81	\$ 247.98
13	\$ 242.08	\$ 12.10	\$ 254.18
14	\$ 248.13	\$ 12.41	\$ 260.54
15	\$ 254.34	\$ 12.72	\$ 267.05
16	\$ 260.69	\$ 13.03	\$ 273.73
17	\$ 267.21	\$ 13.36	\$ 280.57
18	\$ 273.89	\$ 13.69	\$ 287.59
19	\$ 280.74	\$ 14.04	\$ 294.78
20	\$ 287.76	\$ 14.39	\$ 302.14
21	\$ 294.95	\$ 14.75	\$ 309.70
22	\$ 302.32	\$ 15.12	\$ 317.44
23	\$ 309.88	\$ 15.49	\$ 325.38
24	\$ 317.63	\$ 15.88	\$ 333.51
25	\$ 325.57	\$ 16.28	\$ 341.85
26	\$ 333.71	\$ 16.69	\$ 350.40
27	\$ 342.05	\$ 17.10	\$ 359.16
28	\$ 350.60	\$ 17.53	\$ 368.13
29	\$ 359.37	\$ 17.97	\$ 377.34
30	\$ 368.35	\$ 18.42	\$ 386.77
31	\$ 377.56	\$ 18.88	\$ 396.44
32	\$ 387.00	\$ 19.35	\$ 406.35
33	\$ 396.68	\$ 19.83	\$ 416.51
34	\$ 406.59	\$ 20.33	\$ 426.92
35	\$ 416.76	\$ 20.84	\$ 437.60
36	\$ 427.18	\$ 21.36	\$ 448.54
37	\$ 437.86	\$ 21.89	\$ 459.75
38	\$ 448.80	\$ 22.44	\$ 471.24
39	\$ 460.02	\$ 23.00	\$ 483.02
40	\$ 471.52	\$ 23.58	\$ 495.10
41	\$ 483.31	\$ 24.17	\$ 507.48
42	\$ 495.39	\$ 24.77	\$ 520.16
43	\$ 507.78	\$ 25.39	\$ 533.17
44	\$ 520.47	\$ 26.02	\$ 546.50
45	\$ 533.49	\$ 26.67	\$ 560.16
	\$ 14,672.90	\$ 733.65	\$ 15,406.55 Total Assessment

*2.5% Annual Increase

AGENDA ITEM #13

ORDINANCE NO. 2023-023

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, LEVYING AN ASSESSMENT AGAINST YEAR 2023 ASSESSMENT ROLL ONE PROPERTIES WITHIN THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NUMBER THREE (HARVEST SUBDIVISION); AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the City of Wolfforth (the “City”) is authorized pursuant to TEX. LOCAL GOV’T CODE, ch. 372, as amended (“Chapter 372”) to create public improvement districts for the purposes described therein, and to levy and collect an assessment in furtherance of the purposes thereof; and

WHEREAS, the City has created City of Wolfforth Public Improvement District Number Three (the “PID”), adopted a Service and Assessment Plan (the “Plan”) for the PID, all in accordance with the applicable provisions of Chapter 372; and

WHEREAS, the City Council filed a proposed assessment roll with the City secretary which roll was available for public inspection, and following notice thereof by mail and publication as required by Chapter 372, the City Council held a public hearing at which written or oral objections to the proposed assessments were considered and passed on by the City Council; and

WHEREAS, the City Council has determined that the levy of a special assessment for and on behalf of the PID is necessary and advisable, and that the proposed assessment roll apportions the cost of the subject improvements in the PID on the basis of special benefits accruing to the property because of the improvement, **NOW THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, that:

Section 1. The facts recited in the preamble hereto are found to be true and correct.

Section 2. The assessment roll attached hereto is hereby approved and the special assessments described therein are hereby levied on the subject property in accordance with the terms of the Plan, which Plan determines, *inter alia*, the method of payment of the assessments, and makes provision for the payment thereof in periodic installments and the collection thereof. The Mayor, City Secretary and any other appropriate officials of the City are hereby authorized to take all necessary actions on behalf of the City to implement the terms thereof in accordance therewith.

Section 3. There is hereby created a first and prior lien securing payment of the assessment levied, effective as of the date of this Ordinance as provided in the Plan and Chapter 372.

Section 4. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Ordinance and the

subject matter thereof has been discussed, considered and formally acted upon. City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

PASSED AND ADOPTED the 18th day of September, 2023.

Charles Addington, II, Mayor

ATTEST

Terri Robinette, City Secretary

Public Improvement District Number Three

City of Wollforth, Texas

Harvest Subdivision

Year 2023 Assessment Roll One

September 18, 2023

Owner	Property Address	City, State, Zip Code	Total Assessment*	Payment Term (Installments)	First Annual Installment	Subsequent Annual Installments	First Administration Installment	Subsequent Annual Administration Installments
Tyler and Rebecca Roberts	3401 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Jerry Nichols	3403 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Kevin and Holly Hinds	3405 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Ehsan Nemati-Caribozorg	3407 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Terry and Mindi Condren	3409 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Clay Strasner	3411 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Coleburn and Taryn Stanley	3413 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Amber Childers	3415 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
John Arp	3421 Corpus Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Alexander Garzes, Jessica Ramirez	3402 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Teri West	3404 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Conrad Hamilton	3406 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Charlene and Jaime Hofmann	3407 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Glen and Julia Cox	3408 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Joseph and Amy Mancias	3409 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Marissa Edward	3410 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Reina and Lucinda Martinez	3411 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Brett and Jenna Wesley	3412 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Alexandra Manson	3413 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Curtis and Tonya Thrash	3414 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Leah Mailman	3415 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Michael and Amber Bailey	3416 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Braiden Darling	3417 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Shannon and Jacob Holland	3418 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Rachel and Essary Garza	3419 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Christopher and Cassie Taylor	3420 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Donnie and Misty Davis	3421 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Annisten Sandlin	3422 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Krystal and Matthew Gomez	3423 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Martin Gaucin, Estela Chavez	3201 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Kane Moses, Ashley Conway	3202 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Louis and Stacy French	3203 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Scott and Cade Yarbrough	3205 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Bryan Villalba, Reyna Guzman Aguilar	3207 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Jesus and Araceli Hernandez	3209 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
James and Peggy Young (Living Trust)	3210 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Ruben Saenz	3211 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Tiffany Teschner	3212 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Kordell Tindle, Peggy Cross	3213 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Nathaniel Jones	3217 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Jeremy and Roxanne Kubos	3218 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Kolby Earl	3219 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Carlos and Ronald Diaz	3220 Bryan Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Aaron Lester	323 E 34th Street	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Ashlee Draper, Emilio Martinez	325 E 34th Street	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Michelle Crose	401 E 34th Street	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Ubong and Kree Okpon	403 E 34th Street	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Allison and Jonathan Pelotte	405 E 34th Street	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Kippi Webb	3201 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
James and Melissa Oliver	3203 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Ashton Gildon	3204 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Oscar Lopez	3205 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Brian Joseph	3206 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Jason Sonnier	3207 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Andrew Malone	3208 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Provident Trust Group LLC	3213 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
476 Wealth Trust	3214 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term
Thomas O'Donnell	3222 Aberdeen Avenue	Wollforth, Texas 79382	\$ 15,406.55	45 years	\$ 180.00	2.5% annual increase for term	\$ 9.00	2.5% annual increase for term

*Payable in annual installments according to the following schedule contained in the approved Service and Assessment Plan

Owner	Property Address	City, State, Zip Code	Total Assessment*	Payment Term (Installments)	First Annual Installment	Subsequent Annual Installments	First Administration Installment	Subsequent Annual Administration Installments
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SCHEDULE			
Year	Annual Payment for Services*	Annual Payment for Administration*	Total Annual Payment
1	\$ 180.00	\$ 9.00	\$ 189.00
2	\$ 184.50	\$ 9.23	\$ 193.73
3	\$ 189.11	\$ 9.46	\$ 198.57
4	\$ 193.84	\$ 9.69	\$ 203.53
5	\$ 198.69	\$ 9.93	\$ 208.62
6	\$ 203.65	\$ 10.18	\$ 213.84
7	\$ 208.74	\$ 10.44	\$ 219.18
8	\$ 213.96	\$ 10.70	\$ 224.66
9	\$ 219.31	\$ 10.97	\$ 230.28
10	\$ 224.80	\$ 11.24	\$ 236.04
11	\$ 230.42	\$ 11.52	\$ 241.94
12	\$ 236.18	\$ 11.81	\$ 247.98
13	\$ 242.08	\$ 12.10	\$ 254.18
14	\$ 248.13	\$ 12.41	\$ 260.54
15	\$ 254.34	\$ 12.72	\$ 267.05
16	\$ 260.69	\$ 13.03	\$ 273.73
17	\$ 267.21	\$ 13.36	\$ 280.57
18	\$ 273.89	\$ 13.69	\$ 287.59
19	\$ 280.74	\$ 14.04	\$ 294.78
20	\$ 287.76	\$ 14.39	\$ 302.14
21	\$ 294.95	\$ 14.75	\$ 309.70
22	\$ 302.32	\$ 15.12	\$ 317.44
23	\$ 309.88	\$ 15.49	\$ 325.38
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25	\$ 325.57	\$ 16.28	\$ 341.85
26	\$ 333.71	\$ 16.69	\$ 350.40
27	\$ 342.05	\$ 17.10	\$ 359.16
28	\$ 350.60	\$ 17.53	\$ 368.13
29	\$ 359.37	\$ 17.97	\$ 377.34
30	\$ 368.35	\$ 18.42	\$ 386.77
31	\$ 377.56	\$ 18.88	\$ 396.44
32	\$ 387.00	\$ 19.35	\$ 406.35
33	\$ 396.68	\$ 19.83	\$ 416.51
34	\$ 406.59	\$ 20.33	\$ 426.92
35	\$ 416.76	\$ 20.84	\$ 437.60
36	\$ 427.18	\$ 21.36	\$ 448.54
37	\$ 437.86	\$ 21.89	\$ 459.75
38	\$ 448.80	\$ 22.44	\$ 471.24
39	\$ 460.02	\$ 23.00	\$ 483.02
40	\$ 471.52	\$ 23.58	\$ 495.10
41	\$ 483.31	\$ 24.17	\$ 507.48
42	\$ 495.39	\$ 24.77	\$ 520.16
43	\$ 507.78	\$ 25.39	\$ 533.17
44	\$ 520.47	\$ 26.02	\$ 546.50
45	\$ 533.49	\$ 26.67	\$ 560.16
	\$ 14,672.90	\$ 733.65	\$ 15,406.55

Total Assessment

*2.5% Annual Increase

AGENDA ITEM COMMENTARY - ITEM #14

ITEM TITLE

Consider and take appropriate action on Interlocal Agreement with Lubbock Central Appraisal District for the collection of Public Improvement District assessments

INITIATOR/STAFF INFORMATION SOURCE

Terri Robinette, City Secretary

BACKGROUND

The City of Wolfforth signed an interlocal agreement with LCAD on April 30, 2014 for the collection of assessments for the Public Improvement District #2 (Preston Manor PID). Assessments are billed and collected by LCAD as part of a property's ad valorem tax bill and then disbursed to the City. On July 18, 2022, the City Council authorized the creation of the PID #3 (Harvest PID). Rather than drafting a new interlocal just for the collection of PID #3 assessments, we have combined both PID's into the attached interlocal agreement.

EXHIBITS

INTERLOCAL AGREEMENT FOR THE COLLECTION OF ASSESSMENTS LEVIED ON PROPERTY WITHIN THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NO. 2 AND PUBLIC IMPROVEMENT DISTRICT NO. 3, CITY OF WOLFFORTH, TEXAS

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends approval of the interlocal agreement contingent on attorney review after LCAD review

**INTERLOCAL AGREEMENT FOR THE COLLECTION OF ASSESSMENTS LEVIED ON
PROPERTY WITHIN THE CITY OF WOLFFORTH PUBLIC IMPROVEMENT DISTRICT NO. 2
AND PUBLIC IMPROVEMENT DISTRICT NO. 3, CITY OF WOLFFORTH, TEXAS**

STATE OF TEXAS §

COUNTY OF LUBBOCK §

This Agreement is entered into this ____ day of September 2023, between the City of Wolfforth (hereinafter called “City”) and the Lubbock Central Appraisal District, (hereinafter called “Appraisal District”) for collection of assessments levied within the City of Wolfforth Public Improvement District No. 2 of the City of Wolfforth (hereinafter called the “PID No. 2”) and Public Improvement District Number 3 (hereinafter called the “PID No. 3”) (collectively referred to as the “PIDs”) pursuant to the authority granted by and in compliance with the provisions of the Interlocal Cooperation Act, Chapter 791, Texas Government Code, and the provisions of the Public Improvement Assessment Act, Chapter 372, Texas Local Government Code;

WHEREAS, the City Council of the City of Wolfforth in Resolution No. 175 passed June 6, 2011, authorized and created the City of Wolfforth Public Improvement District No. 2 (Exhibit A) under Chapter 372 of the Texas Local Government Code, and designated the Wolfforth City Council as the entity responsible for the management of and provision of services and improvements to the District; and

WHEREAS, on May 7, 2012, the City Council passed Ordinance No. 422, (Exhibit B), approving the Service and Assessment Plan and Assessment Roll for PID No. 2 and levying assessments within the PID No. 2 in accordance with Chapter 372 of the Texas Local Government Code; and

WHEREAS, the City Council of the City of Wolfforth in Resolution No. 340 passed July 18, 2022, authorized and created the City of Wolfforth Public Improvement District No. 3 (Exhibit C) under Chapter 372 of the Texas Local Government Code, and designated the Wolfforth City Council as the entity responsible for the management of and provision of services and improvements to the District; and

WHEREAS, on September 18, 2023 the City Council passed Ordinance No. 2023-022 (Exhibit D), approving the Service and Assessment Plan and Assessment Roll for PID No. 3 and levying assessments within the PID No. 3 in accordance with Chapter 372 of the Texas Local Government Code; and

WHEREAS, the Appraisal District and the City previously entered into an Interlocal Agreement for the Collection of Assessments Levied on Property within the City of Wolfforth Public Improvement District No. 2, City of Wolfforth on April 30, 2014;

WHEREAS, the City Council of the City of Wolfforth desires to enter into one contract with the Appraisal District to provide all the services necessary for the collection of assessments levied by the City Council against property in both PIDs and deposit with the City of Wolfforth for the benefit of both PIDs; and

WHEREAS, the Appraisal District is able and willing to perform said collection services and is desirous of entering into an agreement with the City for collection of assessments levied within the City of Wolfforth Public Improvement District No. 2 and Public Improvement District Number 3;

NOW THEREFORE, the parties hereto agree as follows:

**ARTICLE I
RECITALS AND EXHIBITS PART OF AGREEMENT**

The representations, covenants, and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Article I. Exhibits A, B, C, and D, attached hereto, are incorporated into this Agreement as if fully set forth herein.

ARTICLE II RESPONSIBILITIES OF THE APPRAISAL DISTRICT

The Appraisal District, acting by and through its duly authorized officers, does hereby agree to perform all collection services on behalf of the City of Wolfforth Public Improvement District No. 2 and Public Improvement District Number 3 of the City of Wolfforth, pursuant to Texas Local Government Code Chapter 372, and to forward said funds to the City of Wolfforth for deposit into the City of Wolfforth Public Improvement District No. 2 Fund and Public Improvement District Number 3 Fund.

The City has entered into an Administration Agreement with P3 Works pertaining to the PID No. 2 and Hawes Hill and Associates, LLP pertaining to the PID No. 3 (the “Administrators”). The Administrators will identify properties within the PID boundaries and calculate the assessment due for the City of Wolfforth Public Improvement District No. 2 and Public Improvement District Number 3 in accordance with the applicable Service and Assessment Plan. The Administrators will provide such calculations to the City, and the City will provide such calculations to the Appraisal District. LCAD will send assessment bills to affected property owners prior to November 15, 2023 for the 2024 installment of the assessments and the assessments will be due January 31, 2024. Future years’ assessments shall be determined and billed in like manner, pursuant to the then current assessment ordinance. Future years’ bills will be sent prior to November 15, and due the following January 31. On or before March 1 of each year, and again prior to May 1, the Appraisal District will calculate the amount of assessments collected and the funds due to the City of Wolfforth Public Improvement District No. 2 and Public Improvement District Number 3 will be forwarded to the City for deposit as provided in the preceding paragraph.

ARTICLE III RESPONSIBILITIES OF THE CITY

The City will provide to the Appraisal District a certified copy of the assessment ordinance; the calculations of the annual installments of the assessments due from each PID each year as described in Article II and provided to the City by the Administrator; a list of the properties, identified by legal description and appraisal district account number, designated for assessment under current and future assessment ordinances; and the name and phone number of a designated city official to be included on the annual assessment bill for the purpose of answering questions concerning the assessment by September 30 of each year that this agreement continues in force.

The PID No. 2 and PID No. 3, acting by and through their Board of Directors, the City Council of the City of Wolfforth, does hereby agree to pay to the Appraisal District as compensation for services rendered pursuant to this Agreement, for all parcels within the PID No. 2 and PID No. 3, an amount equal to the cost per parcel for all other cities and independent school districts as calculated in the AGREEMENT FOR ASSESSMENT AND COLLECTION OF TAXES between the City of Wolfforth and the Appraisal District or $\frac{1}{4}$ of 1% of the annual collection budget of the Appraisal District, whichever is greater.

The above stated compensation will be deducted by the Appraisal District from the total annual PID No. 2 and PID No. 3 assessments collected prior to the funds being forwarded to the City for deposit with notation of the amount deducted and accompanying documentation.

ARTICLE IV
COLLECTION OF DELINQUENT ASSESSMENTS

The Appraisal District may contract with any competent attorney to assist in the collection of delinquent assessments on behalf of the City acting for the PIDs. The attorney's compensation shall be set in the contract, but the total amount of compensation provided may not exceed the amount authorized in Section 6.03 of the Texas Property Tax Code. Said compensation shall be deducted from the delinquent assessment collected prior to the funds being forwarded to the City for deposit with notation of the amount deducted and accompanying documentation.

ARTICLE V
TERM

The term of this Agreement shall be for a period of one year, beginning on the 1st day of October 2023 and will be extended from year to year unless the parties elect to terminate the Agreement according to its terms.

ARTICLE VI
TERMINATION

In the event the Appraisal District or the City desire to terminate this Agreement at the end of the primary term or any extension thereof, the party desiring termination shall give notice in writing at least thirty days prior to the end of the term to the other party.

Either party may terminate this Agreement upon breach of the terms contained in the agreement by giving sixty (60) days written notice to the other party.

ARTICLE VII
NOTICE

Whenever notice of any kind is authorized or required to be made by one party or the other under the terms of this Agreement, such notice shall be given by United States registered or certified mail, postage prepaid, return receipt requested and addressed to the other party as set out below, or to such other address as may hereafter be designated:

City of Wolfforth PID:
City Manager
City of Wolfforth
P.O. Box 36
302 Main Street
Wolfforth, Texas 79382

Appraisal District:
Chief Appraiser
Lubbock Central Appraisal District
P.O. Box 10542
1715 26th Street
Lubbock, Texas 79408

ARTICLE VIII
AMENDMENTS AND ENTIRE AGREEMENT

This Agreement constitutes and expresses the entire agreement between the parties hereto and shall not be amended or modified except by written instruments signed by both parties. This Agreement supersedes all other previous agreements between the parties regarding the collection of assessments for PID No. 2.

APPROVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH this 18th day of September 2023.

APPROVED BY THE BOARD OF DIRECTORS OF THE LUBBOCK CENTRAL APPRAISAL DISTRICT
this ____ day of September 2023.

City of Wolfforth Public Improvement
District No. 2 and Number 3

Lubbock Central Appraisal District

Charles Addington, II, MAYOR

Chairman, Board of Directors

ATTEST:

ATTEST:

Terri Robinette, City Secretary

Secretary, Board of Directors

AGENDA ITEM COMMENTARY - ITEM #15

ITEM TITLE

Consider and take appropriate action on report on Subdivision Ordinance and platting procedures

INITIATOR/STAFF INFORMATION SOURCE

Randy Criswell, City Manager

BACKGROUND

At a recent meeting, there were some questions raised about the Subdivision Ordinance and platting procedures, and we felt it would be helpful to bring you a brief presentation on this process so we could open up any dialogue that might be deemed appropriate. Tara Tomlinson has prepared a presentation for this item.

EXHIBITS

Subdivision Ordinance

COUNCIL ACTION/STAFF RECOMMENDATION

Receive report, discussion, and any action deemed appropriate.

§ 10.01.001

§ 10.01.005

ARTICLE 10.01
ANNEXATION PETITION PROCEDURES

§ 10.01.001. Petition in writing.

The owner or owners of any land or territory shall petition in writing to the city council of the city requesting the annexation of such land or territory, describing the same by metes and bounds, said petition to be duly acknowledged as required for deeds by each and every person or corporation having an interest in said land.
(Ordinance 106 adopted 7/28/80)

§ 10.01.002. Certificate of ownership required.

The owner or owners of such land or territory sought to be incorporated into the city shall provide for the city council a certificate of ownership designed by a duly licensed attorney or other acceptable written evidence of ownership, showing the ownership of the land to be in every person or corporation requesting annexation.
(Ordinance 106 adopted 7/28/80)

§ 10.01.003. Petitioner responsible for cost of ordinance.

Every person or corporation whose petition for annexation is granted shall cause to be prepared a proper ordinance at the petitioner's sole cost and expense.
(Ordinance 106 adopted 7/28/80)

§ 10.01.004. Petitioner responsible for attorney's fees.

Every person or corporation whose petition for annexation is granted shall pay the full cost of attorney's fees, if any, incurred by the city relating to the review of any annexation ordinance and attorney's fees, and other expense, if any, relating to the resolution of differences or problems, if any, connected with annexation of land into the city.
(Ordinance 106 adopted 7/28/80)

§ 10.01.005. Petitioner responsible for cost of filing.

The person, persons or corporation whose petition for annexation is approved shall pay all cost of filing a certified copy of such ordinance in the office of the county clerk and shall pay all costs incurred by the city for publications.
(Ordinance 106 adopted 7/28/80)

ARTICLE 10.02
GENERAL PROVISIONS

§ 10.02.001. Definition.

For the purpose of this chapter, the following phrases, words, and their derivatives shall be construed as defined in this section. All other words shall have their usual meaning. Whenever a public official is referred to by only the title of his office, such reference shall be construed as if followed by the words “of the city or designee,” unless the context indicates otherwise:

Alley. The word “alley” shall mean any public street or easement, having no official name, which is designed primarily for installation of and access to public utilities and services. The alley shall extend only secondary access to the abutting property unless paved for rear access.

Alley cut-off. A triangular tract of land formed at the intersection of two (2) alleys which provides for vehicle turn movements.

Block face. A tract of land having continuous common street frontage and located on one side of a street between intersecting streets.

Building setback. Building lines (front, rear, and side) are lines located horizontally a minimum distance from and parallel to the corresponding (front, rear, or side) lot line. No portion of a building shall extend over such lines unless provided in chapter 14 (zoning) of this code.

City engineer. A city employee with that position title, who may delegate certain tasks and responsibilities in this chapter to other city staff. In the event the city does not have an employee to fill the position of city engineer, the director of planning and community development will be responsible to assign projects and tasks under this chapter to an engineer(s) then under contract with the city.

City park. An area, which may include a playa lake, defined by the parks department as an area providing for open space and associated recreational activities. Dedication of a public park must be recommended by the parks and recreation board, accepted by the city council, and dedicated by warranty deed.

Common ownership. The collective ownership of a property by two or more persons. The property is not held in any one person’s name in particular, but in the names of all the persons.

Comprehensive land use plan. A plan for the long-range development of the city as authorized by the Texas Local Government Code, title 7, chapter 213, as amended.

Cut and fill plan. A plan, requiring approval of the city council, that indicates excavation and embankment representing the physical changes being made with a playa lake modification, or if outside a playa lake area, excavation and embankment that will affect surface drainage.

Dedication deed or dedicatory certificate. A deed that designates property, usually within a subdivision, with a particular legal description. It also designates the boundaries of land reserved for public use, such as streets or alleys, is signed by the owner(s) and primary lienholder(s) of the property being platted, and identifies easements for particular purposes such as utilities. A plat accompanies and illustrates the legal description and right-of-way dedications from the dedication deed.

Developer. A person who causes land to be divided into a subdivision; for this chapter same as subdivider.

Director. The head of a department who has decision-making responsibilities for portions of this chapter.

Director of planning and community development. The head of the planning, zoning, and community development departments.

Drainage design manual. The manual adopted and approved by the city council that establishes requirements for drainage plans, drainage analyses, drainage design, and construction in newly developing or redeveloping areas.

Easement. An easement is the right of the public or an authorized entity or entities to use the land owned by another

§ 10.02.001
for a specific purpose.

§ 10.02.001

Engineer. A professional engineer registered or licensed in the state with specialty in civil engineering qualified to perform any engineering work necessary for approval of a plat and design and construction of subdivision improvements.

Excavation plan. A plan, requiring approval of the city council, for any cuts that resemble a mining operation or create a pit. Any cut exceeding six (6) feet in depth shall be submitted to the city engineer, who shall determine if an excavation plan is required.

Extraterritorial jurisdiction (ETJ). The unincorporated area, not part of any other city, which is contiguous to the corporate limits of any city as defined in the Texas Local Government Code, title 2, chapter 42, as amended.

Flood insurance rate map (FIRM). An official map of a community on which the federal emergency management agency has delineated both the areas of special flood hazard areas and other flood areas and the risk premium zones applicable to the community.

Lake area. That part of any stormwater lake area within the corporate limits or in the extraterritorial jurisdiction of the city, the perimeter of which has been established by the city engineer at substantially the predicted peak water elevation. The lake area can either reside in its natural state or be modified through a cut and fill plan.

Lot, double frontage. A lot with frontage on two parallel streets, with vehicular access normally restricted to only one of the streets.

Lot or tract. A parcel of land under single or common ownership having access to a street or public access easement that has access to a street. Such parcel of land is designated as a separate and distinct lot or tract and is identified in a duly approved subdivision plat of record.

Master drainage plan. That plan adopted and approved by the city council that establishes an estimated peak water surface elevation for playa lakes and rates of overflow between lakes for certain areas studied within the corporate limits of the city and certain areas within the city's extraterritorial jurisdiction.

Parkway. That part of the public street right-of-way between the private property line and the back of curb, edge of strip street pavement, or edge of any improved and maintained street surface.

Planning and zoning commission. The city council appointed commission that advises the city council regarding zone changes and other matters that affect the growth and development of the community.

Plat, final. A map or drawing of all or a portion of a subdivision prepared according to the city subdivision regulations by a registered professional surveyor, approved by the city council or other authority and filed in the county clerk's office as a legal designation. Final plat includes a replat.

Plat, preliminary. The conceptual design, presented as a drawing, for a proposed subdivision which serves as a working instrument for review and approval or denial by the city council. Required changes are noted within the acceptance or rejection of the plat by the city council. Each preliminary plat shall contain all contiguous property under single or common ownership and include topographic information.

Plats coordinator. An employee of the city designated by the city engineer to be the administrative staff person responsible for the platting coordination process.

Playa or playa lake. Any of several naturally occurring broad, shallow, roughly circular depressions of varying sizes and depths that serve as natural detention basins for stormwater flows within the city or its extraterritorial jurisdiction (ETJ). (See lake area.)

Predicted peak water elevation. The 100-year or 500-year water surface elevation of a lake as determined by procedures outlined in the drainage criteria manual.

Pro rata administrator. An employee of the city designated by the city director or planning and community development to be the administrative staff personally responsible for the collection of funds or fees associated with improvements required to plat.

§ 10.02.001

Public works engineering design standards and specifications. The design standards and construction specifications issued by the public works engineering department for water, sewer, storm sewer, and street paving improvements.

§ 10.02.002

Replat. A final plat which relocates lot boundaries of existing platted lots, meeting the same requirements as a final plat.

Shall, may. The word “shall” shall be deemed as mandatory; the word “may” shall be deemed as permissive.

Stormwater detention basin. An area dedicated for the primary use of stormwater impoundment. Undeveloped open space activities may also exist. Stormwater detention basins may be under public or private ownership.

Street. A dedicated public way primarily used for vehicular or pedestrian traffic as access to abutting properties or for other public uses such as allowed utility facilities. Cross-sections of the different types of streets are found in the public works engineering design standards and specifications.

Street access. Each platted lot or tract within the city shall front on a public street or, when approved by the city council, may front onto a public access easement or private street that has access to a public street.

Street, centerline offset. Distance between the centerlines of streets intersecting a common street.

Street, collector. Collector streets are those which transfer traffic from residential streets to thoroughfare streets (C-1 on thoroughfare plan).

Street, expressway. See “street, freeway.”

Street, freeway. A major divided highway designed for high-speed travel, having few or no intersections and frontage roads with limited access to the main lanes (F on the thoroughfare plan). Also referred to as “expressway” in some portions of this code.

Street, industrial. Industrial streets are those which provide for safe and efficient travel of heavy industrial traffic from industrial areas to the major traffic system of thoroughfares and highways, including the principal entrance streets and streets for circulation in the industrial areas (I on the thoroughfare plan).

Street, private. A privately owned access easement, platted as a separate lot, that is not maintained by the city or any other public entity, that may or may not be open to the public, but provides access for emergency vehicles.

Street, residential. Residential streets are those which are used primarily for access to the abutting properties, generally within residential areas (R-1 on thoroughfare plan).

Street, thoroughfare streets or highways. Thoroughfare streets are the major streets of the city traffic system. The thoroughfare is used primarily for fast and/or heavy traffic moving in large volumes at moderate speed on long intercity or intracity trips (T-1 or T-2 on the thoroughfare plan).

Subdivider. A person who causes land to be divided into a subdivision, for this chapter same as developer.

Subdivision. The division of a tract of land within the corporate limits, or within the extraterritorial jurisdiction of the city, into two (2) or more parts for the purpose of laying out any division of any tract of land or any addition to the city, or for laying out suburban lots or building lots or any lots and streets, alleys, or parks or other portions intended for public use, or the use of purchasers or owners of lots fronting thereon or adjacent to the streets, alleys, and parks. The term “resubdivision” and “addition” shall be included within this definition.

Surveyor. A registered professional land surveyor licensed to perform land surveying in the state.

Thoroughfare plan. A general plan adopted by ordinance by the city council for the public roads, streets, and highways within the corporate limits or in the extraterritorial jurisdiction of the city that designates the type and width of major streets.

(Ordinance 564 adopted 4/5/21)

§ 10.02.002. Title, statement of policy and requirement to plat.

(a) Title. This chapter shall be known as and may be cited as “subdivision regulations.”

§ 10.02.002

§ 10.02.003

- (b) Statement of policy. Texas law allows cities to coordinate the platting, replatting and conversion of raw land into subdivisions, including streets, alleys, and development parcels. This process, also known as platting, has long-range impact on the development of the city. These regulations are formulated to serve the needs of all public and private interests within the city and surrounding areas. Citizens are entitled to live in a city with healthy and safe development patterns. The development sector should be free to create that environment in a positive business atmosphere and accept the public responsibility of his or her profession. The following regulations include not only protection for the subdivider's needs, but also the wants and needs of city citizens in the future.
- (c) Requirement to plat. The owner or owners of a tract of land within the corporate limits or in the extraterritorial jurisdiction of the city who divides the land in two or more parts must have a plat of the subdivision prepared in accordance with the Texas Local Government Code, title 7, chapter 212.004, as amended. Plats within the extraterritorial jurisdiction of the city will also come under the authority, review, and approval of the Lubbock County Commissioners Court.

(Ordinance 564 adopted 4/5/21)

§ 10.02.003. Enforcement.

- (a) The director of planning and community development shall administer and enforce this chapter unless such duties are otherwise delegated by the city manager.
- (b) Any person, landowner, building owner, or occupant of any land within the corporate limits or in the extraterritorial jurisdiction of the city who shall violate any of the provisions of this chapter, or shall fail to comply with any of the provisions of this chapter, or who shall violate any statement or plan approved hereunder shall be guilty of a misdemeanor and upon conviction thereof shall be fined in any sum not to exceed five hundred dollars (\$500.00). Each day such violation is committed or is permitted to continue shall constitute a separate offense. In addition to this remedy, the director of planning and community development may institute on behalf of the city any appropriate action or proceeding to prevent any violation of this chapter.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.03
PLAT PROCEDURES

§ 10.03.001. Development coordination.

- (a) Subdividers are encouraged to meet with city staff prior to submittal of subdivision plats and cut and fill plans. A meeting with the county public works director is suggested for extraterritorial jurisdiction plats, as county development standards may differ from the city standards in this chapter.
- (b) The plats coordinator shall receive plats, cut and fill plans, communicate staff comments and direct subdividers to specific departments when questions exist.
- (c) City staff shall work with any subdivider to provide appropriate recommendations and advice for the preparation of subdivision plats.
- (d) The subdivider shall coordinate with the city engineer concerning drainage issues.
- (e) The subdivider shall bear responsibility for timely submission of subdivision plats or cut and fill plans which meet all requirements of this code. Submittal of required materials well in advance of deadlines will allow sufficient time for recommendations by staff to be considered by the subdivider.
- (f) Because all plats within the city and the city's extraterritorial jurisdiction become a part of total development, the subdivider should consider not only the area within the plat, but also the conditions of the abutting property and the interest of adjacent property owners.
- (g) Areas within the corporate limits or in the extraterritorial jurisdiction of the city subject to flood conditions, as established by the city engineer pursuant to the city's drainage design manual and master drainage plan or the flood insurance study of the city prepared by the Federal Emergency Management Agency (FEMA), shall not be considered for final plat until provisions for drainage are made and/or cut and fill plans have been approved by the city council.

(Ordinance 564 adopted 4/5/21)

§ 10.03.002. Requirements for building permit.

- (a) Generally, building permits will be issued only on whole lots and tracts illustrated on recorded subdivision plats unless an exception is provided by city council policy or by this code.
- (b) A building permit shall not be issued on a platted lot or tract, or any portion authorized under the procedure in subsections (b) and (c), until such time as water and sanitary sewer service has been installed and is operational as determined by the city engineer or an exception is allowed by section 10.10.004(b) and the platted lot or tract is made accessible by way of an all-weather surface.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.04
PRELIMINARY PLATS

§ 10.04.001. Procedures for submittal and review.

- (a) The preliminary plat, including a preliminary drainage plan and map prepared in accordance with this code and the drainage design manual, shall be prepared by a surveyor or engineer and shall be presented to the planning department in compliance with stated schedules and filing deadlines issued from the city council.
- (b) Four (4) copies of the preliminary plat and an electronic portable document format (.pdf) file shall be submitted to the plats coordinator together with an application and processing fee. A nonrefundable application fee for reviewing a preliminary plat shall be set annually in the city's fee schedule. A fee for the administrative costs of processing the application shall be required with the application and shall be paid to the plats coordinator at the time the application is submitted.
 - (1) Preliminary plats shall be deemed filed when the planning department completes its review process and the plat is placed on the city council agenda.
- (c) Preliminary plats shall not be placed on the city council agenda for consideration unless the plat and other required documents are received by the plats coordinator before the stated filing deadline and meet the following requirements:
 - (1) The following notice shall be printed on the face of each preliminary plat submitted: "Preliminary plat - for inspection purposes only and in no way official or approved for recording purposes."
 - (2) Plat sheet sizes will be a minimum of eleven (11) by seventeen (17) inches to accommodate the following minimum map scales, however, one dimension of the plat sheet may not exceed thirty-six (36) inches:
 - (A) One acre or less - Plat shall be submitted with a scale of one (1) inch per fifty (50) feet.
 - (B) 1.01 acres to 160 acres - Plat shall be submitted with a scale of one (1) inch per one hundred (100) feet.
 - (C) More than 160 acres - Plat may be submitted with a scale of one (1) inch per one hundred (100) feet or one (1) inch per two hundred (200) feet.
 - (D) Alternate plat scales may be approved by the director of planning and community development.
 - (3) All unsubdivided contiguous land under single or common ownership shall be included in the preliminary plat.
 - (4) Scale, north arrow, date, exact acreage, and other pertinent data.
 - (5) Property owner's name, address, and telephone number.
 - (6) Accurate one-foot interval contours according to NAD83/NAVD88 datum or subsequent established United States Geodetic Survey data adopted by the city. The face of the preliminary plat must indicate the source, datum, and date of creation for the contour data.
 - (7) Boundary lines, bearings, and distances sufficient to locate the exact area proposed for subdivision.
 - (8) The name and location of all adjoining subdivisions shall be drawn to the same scale and shown in dashed lines adjacent to the tract proposed for subdivision in sufficient detail to show accurately the existing streets and alleys and other features that may influence the layout and development of the proposed subdivision. Adjacent unplatted land shall show property lines and owners of record. If the adjacent land has a current approved preliminary plat, it shall be shown on the proposed preliminary

§ 10.04.001
plat.

§ 10.04.002

- (9) The location and width of all streets, alleys, public and private easements, and right-of-way existing or proposed within the subdivision limits, along with the proposed names of streets. A restriction prohibiting the fencing of any easement shall be stated on the face of the plat, unless otherwise provided by this code or approved by the affected user of the easement.
 - (10) The location of proposed closures of existing streets, alleys, easements, and rights-of-way.
 - (11) The known location of all existing property lines within the area proposed for subdivision.
 - (12) Proposed arrangement of lots. All lots shall be numbered consecutively from one to the total number of lots in the subdivision. Tracts, if any, shall be lettered in alphabetical order.
 - (13) The title of the proposed subdivision, the name of the owner with sufficient data to show ownership and the name of the person platting the tract. The proposed title shall not conflict with any previous subdivision name.
 - (14) Lake areas, if any, shall conform to the requirements of articles 10.07 and 10.08 of this chapter.
 - (15) Sites proposed for stormwater drainage and impoundment easements, parks or other property owned by the city or any other governmental entity shall contain no blanket or specific utility easement until approved by the city engineer or authorized representative of other governmental entities.
 - (16) A preliminary drainage plan and map that meets the requirements of the drainage design manual of the city.
 - (17) Delay of water, sewer, or paving may be requested, subject to the requirements of this code.
 - (18) The location of all existing water wells on the property.
 - (d) Following staff review of the preliminary plat and other material submitted for conformity with these regulations, negotiations with the subdivider on changes deemed advisable and the kind and extent of improvements to be made, the city council shall, within thirty (30) days after a complete plat is filed in accordance with subsection (b)(1) of this section, shall approve, approve with conditions, or disapprove a plat.
 - (e) The city council shall express its decision in writing and include such action in the commission minutes. In granting conditional approval, the city council shall include the conditions, if any, of such approval in its decision. If the city council does not approve a plat, it shall express its disapproval and shall include its reasons for not approving the plat in its decision.
 - (f) The city council has the authority to require a corrected or amended preliminary plat subsequent to the first approval. For each proposed plat or reapproval, the city council shall receive staff recommendation as to the need for a corrected preliminary plat. When a corrected or amended plat is required by the council, review will follow the procedures set forth in this section.
- (Ordinance 564 adopted 4/5/21; Ordinance 574 adopted 8/30/21)

§ 10.04.002. Procedures for plat renewal.

- (a) Preliminary plats, including portions of any preliminary plat not having been filed as a final plat, require annual renewal (one year from approval date) to continue as an approved preliminary plat. Before the time for renewal, the director of planning and community development will review the preliminary plat and notify the subdivider of options for renewal.
- (b) Review by the director of planning and community development may determine that existing conditions and the preliminary plat are compatible, requiring no formal action by the city council. With such determination, the subdivider may choose to renew the preliminary plat or allow it to expire.

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- (1) If the subdivider indicates a desire to renew the plat for another year and pays the plat renewal fee, the plat shall continue under the original stated conditions until the next annual review.
- (2) If the subdivider chooses not to renew the plat, or does not respond to the notification by the director of planning and community development, the preliminary plat will expire.
- (c) Should the director of planning and community development determine that conditions have changed to the extent that the preliminary plat requires revision, automatic renewal shall be denied.
 - (1) Notification of denial shall be sent to the subdivider specifying the following:
 - (A) Reasons why the plat renewal was denied.
 - (B) Valid previous conditions and additional recommendations for amendment or correction.
 - (C) The applicable fees, filing deadline, and meeting date of the city council when the review shall occur should the applicant choose to renew the plat.
 - (2) If the subdivider chooses to renew the plat, review will follow the procedures set forth in section 10.04.001, including review by the city council.
 - (3) If the subdivider chooses not to renew the plat, or does not respond to the notification by the director of planning and community development, the preliminary plat will expire.
- (d) A nonrefundable application fee for automatic renewal of a plat or review of a plat that has been denied automatic renewal shall be set annually in the city's fee schedule. A fee for the administrative costs of processing the application shall be required with the application and shall be paid to the plats coordinator at the time the application is submitted. If such fee is not received, the preliminary plat will expire.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.05
FINAL PLATS

§ 10.05.001. Procedures for submittal and review of final plats.

- (a) The final plat shall conform to the approved preliminary plat, and may constitute only a portion of the approved preliminary plat provided that such portions conform to all requirements of these regulations. The final plat shall contain right-of-way dedication for all internal and perimeter streets and alleys within the portion proposed for final plat as shown on the approved preliminary plat.
 - (b) Any streets, alleys, or easements dedicated to the public within the proposed final plat boundaries that are proposed for closure must be closed by ordinance before the final plat can be recorded. These closures shall not be indicated on the final plat. The procedure for right-of-way closure is as follows:
 - (1) Application for closure.
 - (2) Preparation of final plat or replat and indicating closed right-of-way.
 - (3) Council approval of closure.
 - (4) File closure ordinance.
 - (5) Final plat recorded.
 - (c) Within three hundred sixty-five (365) days after approval of the preliminary plat, a final plat shall be prepared as specified in this chapter and submitted to the planning department; otherwise, such preliminary plat approval shall become null and void, unless renewal has been granted according to the procedures set forth in section 10.04.002.
 - (d) Final plats shall be deemed filed when the planning department completes its review process and the plat is placed on the city council agenda. Review and council action will be the same as set forth in section 10.04.001 for preliminary plats.
 - (e) Plats shall not be distributed for review unless the plat and other required documents are received by the plats coordinator and such documents meet the requirements of this article. Required submittals are as follows:
 - (1) Four (4) paper copies and an electronic portable document format (.pdf) file of the final plat. The following statement shall be printed on the face of each final plat submitted for review: "Final plat - for inspection purposes only and in no way official or approved for recording. Release date: (insert date of release)."
 - (2) One (1) copy and an electronic portable document format (.pdf) file of the final drainage analysis and plan, if required.
 - (3) One (1) copy and an electronic portable document format (.pdf) file of the cut and fill plan, if required.
 - (4) Any supplementary materials required for approval.
 - (f) A nonrefundable application fee for reviewing a final plat shall be set annually in the city's fee schedule. A fee for the administrative costs of processing the application shall be required with the application and shall be paid to the plats coordinator at the time the application is submitted.
- (Ordinance 564 adopted 4/5/21)

§ 10.05.002. Engineering procedures for final plats.

- (a) The proponent of a final plat shall secure the services of an engineer to perform the engineering work necessary for public facilities. The engineer shall prepare plans, specifications, and estimates for water, sewer,

§ 10.05.002 street, and drainage improvements. The city will perform testing and inspection of the improvements during construction. An engineer shall also prepare any necessary cut and fill plans. § 10.05.004

- (b) Engineering shall be in accordance with the provisions of this code. Upon payment of review fees established in the city's fee schedule, the city engineer shall review plans, specifications, and estimates prepared by the proponent's engineer in a timely manner.
- (c) The city engineer shall express written approval or disapproval of such plans, specifications, or estimates and shall state the conditions, if any, of such approval or disapproval.
- (d) No final plat shall contain a utility easement within any stormwater drainage and impoundment easements, city park, or other city property without prior written approval of the city engineer.
- (e) Fees for testing and inspection of required improvements, as established in the city's fee schedule, shall be paid prior to installation of these public facilities.
- (f) Prior to recording of a final plat, the subdivider shall have caused the construction of the public improvements required in article 10.10 to the satisfaction of the city engineer, or shall obtain a performance bond in lieu of required improvements in accordance with the provisions of section 10.10.009.

(Ordinance 564 adopted 4/5/21)

§ 10.05.003. Final plat survey and control.

- (a) The survey for a final plat shall be prepared only by a surveyor.
- (b) The final plat dimensional control shall be in units of U.S. survey feet to the nearest one-hundredth of a foot. Directional control shall be shown as bearings to the nearest arc second. The description of the methodology used and the source, datum, and date of creation of the relevant points must be included on the face of the plat. Control for a final plat shall be established by one of the following methods:
 - (1) The final plat may be tied by survey to adjacent section corners and lines; or
 - (2) When the approved subdivision abuts or is adjacent to an existing recorded plat of the city, the final plat may be tied by survey to such existing plat.
- (c) The final plat shall include horizontal coordinates on at least two of the boundary corners relative to the Texas Coordinate System of 1983, North Central Zone datum as described in Texas Natural Resources Code, title 2, chapter 21, as amended, or subsequently established United States Geodetic Survey data adopted by the city.

(Ordinance 564 adopted 4/5/21)

§ 10.05.004. Final plat requirements.

- (a) To initiate the final plat approval process, three (3) reproducible copies on high-quality bond paper and an electronic portable document format (.pdf) file of the final plat shall be submitted to the plats coordinator. One (1) additional copy must be submitted for plats in the extraterritorial jurisdiction. If necessary, the plat may be on several sheets, with a cover sheet containing an index showing the entire subdivision. One (1) electronic dwg or shp file drawn to scale and geolocated in NAD83 Texas State Planes, North Central Zone, US Survey Foot submitted to the plats coordinator.
- (b) Plat sheet sizes will be between eleven (11) by seventeen (17) inches and twenty-four (24) inches by thirty-six (36) inches to accommodate the following minimum map scales:
 - (1) One acre or less - Plat shall be submitted with a scale of one (1) inch per fifty (50) feet.
 - (2) More than one acre - Plat shall be submitted with a scale of one (1) inch per one hundred (100) feet.

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- (c) If changed circumstances exist, the director of planning and community development may require the submission of an updated final plat document prior to filing.
- (d) The final plat shall incorporate all preliminary plat information and conditions approved by the city council and shall clearly illustrate the following:
- (1) The plat boundary and the exact acreage included in that boundary.
 - (2) Title or name of the plat. If a lot or tract is replatted, all land in the original lot(s) or tract(s) must be replatted in order to retain the original plat name. A replat cannot “orphan” a part of a lot.
 - (3) The map scale, horizontal datum, north arrow and date.
 - (4) Reference by name to recorded plats of adjacent and abutting properties.
 - (5) Boundary lines of all lots, tracts, and parcels with accurate dimensions, bearings, radii, chord distances, and central angles of all curve segments, for all total curves.
 - (6) Numbers and letters to identify each lot or tract.
 - (A) Lots shall be numbered consecutively from one to the total number of lots in the subdivision. Tracts shall be lettered in alphabetical order. Such designation will be continuous in the order that final plats of portions of a preliminary plat are recorded with the county clerk.
 - (B) Replatted lots will be designated alphanumerically (e.g. Lot 1-A), and further subdivision will alternate numbers and letters (e.g. Lot 1-A-1, lot 1-A-1-A). The same alternating method will be used for tracts (e.g. Tract A-1, tract A-1-A, tract A-1-A-1).
 - (7) All street and alley rights-of-way and easements will be shown on the plat and the purpose and restrictions of use of such easement indicated.
 - (A) Accurate location, dimensions, bearings, radii, chord distances, and central angles of all curve segments, for all total curves, shall be provided to readily establish location of rights-of-way and easements. Location of points of intersection and points of tangency of street intersections other than right angle intersections shall be indicated.
 - (B) A key of abbreviations for easement types shall be included on the plat.
 - (C) Legal references shall be provided for all previous dedications and easements.
 - (8) Name of each street and width of streets, alleys, and other right-of-way.
 - (9) All platted lots and tracts shall provide for collection of garbage consistent with article 6.02 of this code unless alternatives are approved by the city council.
 - (10) All plats must show locations for centralized mail receiving areas.
- (Ordinance 564 adopted 4/5/21; Ordinance 574 adopted 8/30/21)

§ 10.05.005. Required notices on final plats.

- (a) The following surveyor’s certificate shall be placed on every final plat and signed by the surveyor prior to submission to the planning department:

KNOW ALL MEN BY THESE PRESENTS:

That I, _____, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments and/or other control shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the city.

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- (b) The following certificate of approval by the city council shall be placed on every final plat and signed prior to recording of the plat documents at the courthouse:

Approved this _____ day of _____, 20_____, by the city council of the city.

APPROVED

Mayor

ATTEST

Secretary

- (c) The following notices shall be stated on the face of every plat:

- (1) "Heavy lines indicate plat limits."
- (2) "All streets, alleys, and easements within plat limits are herein dedicated unless noted otherwise."
- (3) "No building permit shall be issued on any survey certificate that is not in accordance with an approved final plat unless exception is provided by the city council policy or by the city code of ordinances."
- (4) "All utility service shall be in accordance with the underground utilities policy statement by the city council of the city and the provisions of section 15.08.095 of the city code of ordinances."
- (5) "Any relocation or revision of existing facilities shall be at the subdivider's expense. Compensation shall be made prior to the recording of this final plat."
- (6) "All existing or proposed utility services to and on tracts indicated by this plat shall be contained in the public right-of-way and public or private utility easements. Utility service installation requested at a future date and not within an easement indicated by this plat, shall be within a proper utility easement granted by the owner of said property by separate recorded instrument prior to the provision of such service. Such easements shall be at the expense of the entity requesting such installation."
- (7) "All easements herein granted shall entitle the city or the utility company using such easements to the right to remove, repair or replace any lines, pipes, conduits, or poles within such easements as may be determined by the city or utility company without the city or utility company being responsible or liable for the replacement of improvements, paving, or surfacing of the easement necessitated by such repair, removal, or replacement. Easements designated or intended for vehicular passage (utility and emergency) or pedestrian access shall not be fenced or otherwise obstructed."
- (8) "Any easements or rights-of-way shown as 'to be dedicated by separate instrument' are shown on the plat for information purposes only. This plat does not dedicate said easements."
- (9) "Minimum floor elevations shall conform to the requirements of the city drainage design manual and section 3.09.020 of the city code of ordinances."

- (d) The following notices shall be stated on the face of the plat when they apply to that particular plat:

- (1) Any notices required in section 10.05.006 for lake or flood hazard areas.
- (2) "Blanket solid waste collection easement as required for service [within the plat limits or insert specific lot or tract designation] is herein granted."
- (3) "Blanket [insert 'underground' if applicable] utility easement as required for service [within the plat limits or insert specific lot or tract designation] is herein granted to [insert name of public, private or

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franchise utility or certificated service provider of telecommunications].”

- (4) “Public pedestrian access easement is herein granted for persons traversing along the public parkway and needing to enter onto private property for the purpose of crossing a driveway. The easement is limited to those portions of the as-constructed driveways and walks which may extend outside public right-of-way onto private property and are constructed for the continuance of the accessible routes across the back of the driveway. This easement applies to existing and any future drive entrances as constructed.”
- (5) Plats in the city’s extraterritorial jurisdiction shall include a certificate of approval by the county commissioner’s court that shall be placed on every final plat and signed prior to recording of the plat documents at the courthouse.

APPROVED this _____ day of _____, 20_____, by the commissioners court of the COUNTY OF LUBBOCK, TEXAS

APPROVED

COUNTY JUDGE

ATTEST

COUNTY CLERK

(Ordinance 564 adopted 4/5/21)

§ 10.05.006. Required notices for final plats containing lake or flood risk areas.

- (a) When any portion of a proposed plat contains a lake or other flood risk area identified on the federal emergency management agency flood hazard maps, the following notice shall be printed on the face of the final plat:

“Either all or a portion of this surveyed property lies within a ‘special flood hazard boundary.’ These boundaries are established by the federal emergency management agency, not this surveyor. Flood hazard maps are on file at city hall, Wolfforth, Texas and are open for public inspection.”

- (b) If any portion of a lake area is included in a proposed final plat, such areas shall be designated as a stormwater drainage and impoundment easement.

(Ordinance 564 adopted 4/5/21)

§ 10.05.007. Documents required prior to recording a final plat.

- (a) In addition to the final plat document, certain documents shall be provided before a final plat can be recorded. While some documents are required for all plats, others are only required when the circumstances and conditions of the plat require them. The director of planning and community development will notify the subdivider of the required documents. Descriptions of certain documents that may be required before a final plat can be recorded are as follows:

- (1) A dedication deed or dedicatory certificate executed by all persons, firms or corporations owning an interest in the property subdivided and platted and acknowledged in the manner prescribed by the laws of the state for conveyances of real property shall be submitted for each final plat. Two (2) true copies shall be furnished with the original. The dedication deed shall include the following information:

- (A) The spouses of any married party executing such dedication deed shall join with their spouses therein unless satisfactory proof be provided showing that the property to be subdivided is the sole

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and separate property of the spouse signing such deed and that such property does not constitute any portion of such party's homestead, in which case the instrument of dedication shall state the fact that the property subdivided and platted does not constitute a part of such party's homestead and positively designates and identifies such party's actual homestead.

(B) Lienholder shall execute a subordination agreement subordinating their liens or enter into the dedication or granting, if any, of all public streets, alleys, parks, public easements, and any other public areas shown on the plat of such subdivision as being set aside for public uses and purposes.

(C) The dedication deed shall, in addition to the above requirements, contain the following:

(i) An accurate description of the tract of land subdivided.

(ii) A statement and express representation that the parties joining in such dedication deed are the sole owners of such tract of land.

(iii) An express dedication, if any, to the public for public use forever of any streets, alleys, rights-of-way, stormwater drainage and impoundment easements, parks, public easements or other public places shown on the plat.

(iv) A positive reference and identification of the plat of such subdivision by the name of such subdivision, date of plat, and name of surveyor preparing the plat.

(2) A certificate of ownership statement prepared by a qualified attorney or title insurance company licensed to do business in the state shall be submitted with each final plat certifying that the title to the property has been examined and naming all owners and lienholders of said tract of land.

(3) A current tax certificate from the Lubbock Central Appraisal District is required with each final plat showing that all taxes have been paid on the tract to be subdivided and that no delinquent taxes exist against the property.

(4) As-built plans or drawings bearing the seal of an engineer of any required water, sewer, paving, and drainage improvements as approved by the city engineer and constructed in conformance with chapters 13 and 15 of this code, or a bond in lieu of required improvements in accordance with the provisions of section 10.10.009.

(5) If required, a final drainage plan and analysis that meets the requirements of the drainage criteria manual and master drainage plan and has been approved by the city engineer.

(6) If required, as-built cut and fill plan prepared by the subdivider's engineer or surveyor, or a bond in lieu of required improvements in accordance with the provisions of section 10.10.009.

(7) Such other ordinances, protective covenants, certificates, affidavits, endorsements, dedications, and closures and abandonments as may be required for the enforcement of these regulations shall be provided as a separate instrument to be recorded with the plat. Other plat associated documents, such as subdivision deed restrictions, may be recorded with the plat if the subdivider chooses.

(b) When the requirements of this chapter for a final plat have been met and all plat fees, filing fees, engineering fees, and all costs of required improvements detailed in article 10.10 of this chapter have been paid, the final plat will be recorded at the county courthouse.

(Ordinance 564 adopted 4/5/21; Ordinance 574 adopted 8/30/21)

ARTICLE 10.06
PLAT DESIGN STANDARDS

§ 10.06.001. Street standards.

- (a) Streets serve several major functions, including traffic and pedestrian movement and drainage. The subdivider shall consider the impact of any proposed development on each of these functions:
- (1) The arrangement, character, extent, width, grade, and location of all streets shall conform to the thoroughfare plan and other master plans of the city. The proposed streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.
 - (2) Where such is not shown on the thoroughfare plan, the arrangement of streets in a subdivision shall either:
 - (A) Provide for the continuation of appropriate projection of existing principal streets in surrounding areas; or
 - (B) Conform to a plan for a neighborhood approved or adopted by the city council to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical.
 - (3) The subdivider shall assume responsibility for providing a plan which continues all thoroughfare and collector streets in accordance with the current thoroughfare plan and provides for residential streets in accordance with this chapter. The proposal shall provide continuity of the street names in accordance with chapter 15 of this code and shall consider all existing and potential development adjacent to and abutting the proposed plat.
 - (4) Where a subdivision abuts or contains an existing or proposed thoroughfare or greater street, residential lots shall not use such thoroughfare or greater street as primary access unless approved by the city council. When the city council deems such situations inadvisable, the commission may require marginal access streets, reverse frontage, lots with rear service alleys or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic. When double frontage lots occur, the plat shall indicate that the lesser designated street frontage involved will provide primary access to the lots in question.
 - (5) Where a subdivision borders on or contains a railroad right-of-way or limited access highway right-of-way, the city council may require a street approximately parallel to and on each side of such right-of-way, at a distance suitable for the appropriate uses of the intervening land. Such distances shall also be determined with due regard for the requirements of approach and future grade separations.
 - (6) Street design with centerline offsets of less than one hundred twenty-five (125) feet shall be avoided and considered by the city council only when specific circumstances dictate a need for less offset.
 - (7) Street intersections shall be as near to right angles as possible and four-way intersections of residential streets shall be avoided unless recommended by the city engineer for drainage purposes.
 - (8) At each street intersection, the right-of-way line at each block corner shall have a fifteen (15) foot by fifteen (15) foot angled cut-off at street intersections. Any collector or thoroughfare designated street intersecting another thoroughfare or freeway designated street shall have a thirty (30) foot by thirty (30) foot angled cut-off at the street intersections.
 - (9) Right-of-way widths, as well as the curb and gutter and pavement design criteria for streets, shall be in accordance with the city public works engineering design standards and specifications and the

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thoroughfare plan.

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- (A) R-1 designated streets are allowed throughout residential subdivisions or may be utilized as “sub-collector” streets in conjunction with R-1A streets. As a “sub-collector,” R-1 streets collect traffic from lower traffic volume R-1A streets and connect with collector or thoroughfare designated streets.
 - (B) Collector (C-1) or thoroughfare (T-1, T-2) designated streets shall be required at locations as shown on the thoroughfare plan. Should factors such as topographic problems or a special subdivision design dictate an alternate collector street location, exceptions to collector street locations may be possible through design submittal by the subdivider and review and approval by staff and city council during the plat approval process.
 - (C) Industrial (I) designated streets shall be required in areas having industrial or manufacturing zoning classifications.
 - (D) If the city engineer determines that a proposed development contains unique circumstances that cannot be accommodated by the standard street widths in this chapter, such as boulevards and one-way streets, an alternative design may be considered by the staff and city council during the plat review process.
- (10) Half-streets shall be allowed only where essential to the reasonable development of the subdivision, with approval of the city engineer as provided in section 15.06.004, and where the city council finds it will be practical to require the dedication of the other half when the adjoining property is subdivided. Wherever a half-street is adjacent to an unsubdivided tract, the other half of the street shall be dedicated when the adjacent tract is platted.
 - (11) When half-width paving is approved, the subdivider shall obtain a working easement from the adjacent landowner for installation of the half-street paving improvements. Approval by the city engineer shall be required for half-width paving where full width dedication exists.
 - (12) Dead-end streets may be platted where the city council deems acceptable and where the land adjoins property not subdivided, in which case the streets shall be carried to the boundaries thereof. Barricades and signage will be required for dead-end streets, and such cost will be borne by the subdivider.
 - (13) Cul-de-sac streets shall not be longer than six hundred (600) feet and shall be provided at the closed end with a turnaround having an outside right-of-way diameter of at least one hundred (100) feet (minimum diameter of eighty-six (86) feet for R-1 designated streets). Length of cul-de-sac streets is encouraged to be no greater than three hundred thirty (330) feet. Cul-de-sac streets shall be measured from the midpoint of the closest intersection to the center of the cul-de-sac radius.
 - (14) In consideration of the drainage function of streets, when cul-de-sac or dead-end streets abut undeveloped property, the subdivider shall be responsible for obtaining drainage easements onto or through abutting property sufficient to ensure drainage of the proposed development. If needed for drainage, the cul-de-sac shall have a minimum twenty (20) foot drainage easement to the adjacent street, alley or property line, though greater width may be required if the drainage plan for the subdivision indicates the need. Such easements shall be included within the limits of the adjacent lots and the maintenance of these easements is the responsibility of the property owner.
 - (15) Cul-de-sac streets, whether containing a drainage easement or not, shall be platted with a pedestrian access easement, a minimum of four (4) feet in width, from the cul-de-sac to the abutting street. A fence shall not block such access. A subdivider can refer to chapter 14 (zoning) of this code for fence height specifications. Pedestrian access is not required to connect a cul-de-sac to an alley.
 - (16) Sidewalks are required under chapter 15 of this code and shall be constructed and maintained. Installation of sidewalks is not a requirement prior to final plat, but is required with the permit for

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construction of improvements on an individual platted lot or tract.

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(17) Islands or medians shall be allowed in public streets only when approved by the city council. Prior to city council consideration, the subdivider and/or their engineer shall be required to submit special design and construction details of the pavement structure to the city engineer for any streets adjacent to any proposed landscaped islands or medians with irrigation systems. As a standard, concrete pavement will be the minimum pavement structure considered for streets adjacent to irrigated islands or medians. Islands and medians shall be platted as separate lots or tracts and shall remain under private ownership and maintenance unless otherwise approved by the city council.

(18) Private streets and common areas shall be platted as separate lots or tracts and shall remain under private ownership and maintenance unless otherwise approved by the city council.

(Ordinance 564 adopted 4/5/21)

§ 10.06.002. Alley standards.

(a) General alley provisions. Alleys shall be provided in all zoning districts, except that the city council may approve plats where other definite and assured provision, such as public access easements, is made for service access.

- (1) In residential districts, alleys shall be provided parallel or approximately parallel to the frontage of all streets.
- (2) The width of any alley shall be twenty (20) feet. The subdivider shall be responsible for obtaining the full width right-of-way dedication from the adjacent owner(s) if necessary.
- (3) Where two (2) alleys intersect and where an alley intersects a public street, a cut-off of not less than ten (10) feet along each right-of-way line from the normal intersection of those right-of-way lines shall be provided.
- (4) Where an alley has a direction change of fifteen (15) degrees or greater, a cut-off of not less than ten (10) feet by ten (10) feet along the inside right-of-way line from the angle point shall be provided.
- (5) Dead-end alleys shall be avoided where possible, but if unavoidable, shall be provided with turnaround facilities at the dead end as determined by the city council.
- (6) Alleys shall be arranged to assure proper drainage.
- (7) Alleys used for drainage, except those adjacent to residential properties zoned "R-1," shall be paved to the point of discharge at the nearest paved street, another paved alley or drainage channel.

(b) Paved access alleys. Certain development projects may use rear access. In these cases, consideration must be provided for the primary access and secondary access function being combined on the alley. When rear access is proposed, the subdivider shall provide:

- (1) A standard twenty-foot alley shall be dedicated that meets the general requirements for alleys in subsection (a).
- (2) Paved access alleys shall be paved with concrete to specifications in the minimum engineering design standards and specification. The paving shall consist of a ten-foot concrete section in the center of the right-of-way. A wider concrete paving cross-section may be installed with approval of the city engineer.
- (3) The subdivider shall ensure the installation of all public utility services and utility service taps to each adjacent lot prior to preparation for and actual paving of the alley. Tap locations shall be properly identified for future location. Every vehicular access to the alley paving shall be paved.
- (4) The following requirements for alleys adjacent to townhouse development shall be met:

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- (A) A ten (10) foot minimum width concrete paved vehicular access easement from the paved alley to the front street shall be provided for each two hundred fifty (250) feet of development. The paved connection to the front street shall be via a standard residential drive approach that is a minimum of 10 feet wide at the property line.
- (B) The access easements shall be included as a part of each adjacent lot and may only be platted as a separate lot or tract with documentation of perpetual maintenance by a homeowner's association or other similar entity.
- (C) Maintenance of such access easements shall remain a private responsibility.
- (D) Each paved vehicular access easement shall have a concrete paved cut-off of not less than ten (10) feet along the paved alley line and the access easement line from the normal intersection of the access easement and the alley paving.

(Ordinance 564 adopted 4/5/21)

§ 10.06.003. Block standards.

- (a) The lengths, widths, and shapes of blocks shall be determined with due regard to:
 - (1) Provision of adequate building sites suitable to the special needs of the type of use contemplated.
 - (2) Needs for convenient access, circulation, control, and safety of street traffic. In areas where residential streets intersect, four-way intersections shall be avoided.
 - (3) Limitations and opportunities of topography. Not only shall conditions within the proposed plat be considered, but also the topography of adjacent and abutting properties, whether platted or unplatted.
- (b) Block length and depth shall relate directly to conditions, opportunities, and constraints for creating the greatest benefit to traffic circulation, safety, drainage, and zoning.

(Ordinance 564 adopted 4/5/21)

§ 10.06.004. Lot standards.

- (a) The lot size, width, shape, and orientation shall be appropriate for the location of the subdivision and for the type of development and use contemplated, and lot dimensions shall conform to the requirements of the zoning ordinance.
- (b) Each lot shall front upon a public street or, when approved by the city council, the lots may front onto an access easement that has access to a public street.
- (c) Double frontage residential lots shall be avoided, except where essential to provide separation of residential development from thoroughfares or to overcome specific disadvantages of topography and orientation. The street frontage providing primary access to any double frontage residential lot shall be the lesser designation of the two (2) streets involved.
- (d) Side lot lines shall be substantially at right angles or radial to street lines.
- (e) Where the area is divided into larger lots than for normal urban building sites and, in the opinion of the city council, any or all of the tracts are susceptible of being resubdivided, the original subdivision shall be such that the alignment of future street and utility dedication shall conform to the general street layout in the surrounding area.

(Ordinance 564 adopted 4/5/21)

§ 10.06.005. Standards for drainage improvements and playa lake cut and fills.

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- (a) Drainage improvements shall be constructed with concrete or other materials approved by the city engineer and in conformance with the plans and specifications prepared by the subdivider's engineer and approved by the city engineer.
 - (b) Drainage easements and improvements constructed within the easements shall be at the width, slope, and cross-section determined by the drainage plan and analysis approved with the final plat.
 - (c) Playa lake cut and fill plans and the excavation and embankment operations shall comply with the drainage criteria manual unless alternatives to those requirements are approved by the city engineer.
- (Ordinance 564 adopted 4/5/21)

ARTICLE 10.07
PLAYA LAKES DEVELOPMENT AND OWNERSHIP

§ 10.07.001. Ownership policy.

Playa lakes are an essential element of drainage systems both in and adjacent to the city. When critical amounts of development have occurred within any particular watershed, the public may benefit from owning the property as part of the overall drainage system. Proposals for such ownership shall include a determination by the city council that a substantial benefit shall accrue to the public. No lake areas will be accepted in relatively undeveloped areas unless circumstances exist which merit an exception.

(Ordinance 564 adopted 4/5/21)

§ 10.07.002. Dedication methods.

- (a) At a minimum, all land area below the predicted peak water elevation of a lake as determined by procedures outlined in the drainage design manual and this article shall be dedicated to facilitate stormwater drainage.
- (b) The subdivider shall dedicate or deed to the city, as applicable, the lake land in one of the following ways:
 - (1) The lake area may be dedicated as a stormwater drainage and impoundment easement, subject to approval by the city council, and shall meet the requirements set forth by the drainage design manual and this article.
 - (2) The lake area may be deeded by general warranty deed to the city as public property for a stormwater detention basin, subject to approval by the city council, after review and recommendation the city engineer, and shall meet the requirements set forth by the drainage design manual and this article.
 - (3) The lake area and additional adjacent property may be deeded by general warranty deed to the city as a city park, subject to approval by the city council, after review and recommendation by the city engineer. The lake area shall meet the requirements set forth by the drainage design manual and this article.

(Ordinance 564 adopted 4/5/21)

§ 10.07.003. Standards.

- (a) The following standards shall be met prior to the recording of a final plat that includes a stormwater drainage and impoundment easement:
 - (1) Any portion of a lake area included in a proposed final plat shall be dedicated as a stormwater drainage and impoundment easement prior to or with the recording of the final plat.
 - (2) The easement area shall be in conformance with the approved cut and fill plan and the requirements of the drainage criteria manual.
 - (3) A bond in lieu of completing a required cut and fill or other improvements may be allowed prior to the recording of the final plat. A refund of any bond shall not be made until such time as all required improvements have been completed and appear to be operating effectively. A timeframe for execution of improvements shall be specified in a bond agreement with the city. If the improvements are not made within the specified timeframe, the city shall collect the bond.
- (b) The following standards shall be met prior to the final conveyance of a stormwater detention basin by general warranty deed to the city:
 - (1) The requirements for minimum development standards for stormwater drainage and impoundment easements as set forth in subsection (a) of this section are in place and are operating effectively.
 - (2) The lake basin shall be graded in accordance with this code and the drainage design manual. Any playa

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lake requested for city acceptance which has side slopes that exceed the maximum slopes allowed by this code and the drainage design manual shall be considered on a case-by-case basis by the city engineer. The owner or developer of a lake area with excessive side slopes may be required to reshape the cut and/or fill slopes of the lake prior to acceptance.

- (3) The owner or developer shall submit an erosion control plan and install erosion control measures as approved by the city engineer and pay all required MS4 fees as established by the city's fee schedule. Prior to submission of the erosion control plan, the owner/developer and the city engineer shall perform an initial inspection of the subject property. The erosion control plan shall include:
 - (A) A complete description of the lake area proposed for conveyance.
 - (B) A complete description of the problem areas or areas of concern as discussed and noted with the field inspection made by the owner/developer and the city engineer.
 - (C) A complete description of any necessary and/or proposed improvements to be made to the subject property. This includes any designs, plans, and specifications for materials and construction of the improvements.
 - (D) A complete description of the dates of all previous cut and fill operations of the lake, the predicted peak water elevation of the lake as determined by procedures outlined in the drainage criteria manual, an estimated normal pool elevation of the lake, and other information regarding any previous erosion control measures that have been constructed by the owner/developer.
 - (E) Date of expected completion of the proposed improvements.
- (4) Some requirements for the erosion control plan may not be required if the lake is in its natural state and has not been modified through a cut and fill operation. In proper locations, opportunities for preserving and maintaining the natural habitat shall be considered.
- (5) The owner/developer shall be required to sample the water in any playa lake proposed for city ownership. Composite samples shall be taken as described below, and analyzed by a certified laboratory, and the samples shall be collected and tested as follows:
 - (A) Composite samples may be collected manually. Equal volume aliquots shall be collected at the time of sampling and then composited in the laboratory or the aliquot volume may be collected and composited in the field.
 - (B) Sampling duration: Samples shall be collected within twelve (12) hours of a storm event.
 - (C) A minimum of four (4) aliquots, being at least one (1) aliquot from each quadrant of the playa lake, shall be collected for the composite sample.
 - (D) Analysis and collection of samples shall be performed in accordance with the methods specified in 40 CFR part 136. Where an approved method in part 136 does not exist, then a method approved by the city engineer shall be used.
 - (E) Tests shall be conducted on the parameters required by the Texas Commission on Environmental Quality's Texas Pollutant Discharge Elimination System permit (TPDES).
 - (F) Additional testing may be mandated by federal or state regulatory agencies or the city council.
 - (G) Once completed, a summary of the test results shall be furnished to the city engineer for review. If there appears to be a significant water quality problem, based on analysis, the city engineer may require that the problem be corrected, to the best of the owner/developers ability, before the city assumes ownership of the lake area as public property. If the lake bottom is dry then a composite soil sample, as directed by the city engineer, shall be analyzed under the same parameters

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discussed in subsection (E) above.

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- (6) The owner/developer shall make the city engineer aware of any privately constructed facilities (i.e. buildings, parking lots, pumps, aeration devices, etc.) existing within the lake area.
 - (A) The city engineer will review the existing facilities to determine if they may be allowed to remain in the lake area. Any facility determined to be of no benefit to the city shall be removed by the owner/developer prior to conveyance of the property.
 - (B) Any existing facility that remains in place in order to serve adjacent private property may require a maintenance agreement to be established whereby the private property owner shall continue to maintain the existing facility within the lake area.
- (7) The subdivider, upon the completion of the requirements and standards of this article, may request acceptance of a stormwater detention basin as city property. After review and recommendation by the city engineer, the city council may choose to accept the property.
- (8) A bond in lieu of completing a required cut and fill or other improvements may be allowed prior to the recording of the final plat. A refund of any bond shall not be made until such time as all required improvements have been completed and appear to be operating effectively.
- (c) If a playa lake falls within an area where the need for park property is indicated on the parks master plan or by the park and recreation board, the owner/developer may negotiate for the acceptance of the lake property as a city park. The owner/developer shall coordinate with the city engineer on any issue pertaining to park development. The following standards shall be met prior to the final conveyance of property as a city park:
 - (1) The requirements for minimum development standards for stormwater drainage and impoundment easements and stormwater detention basins (subsections (a) and (b) of this section) are in place and operating effectively or properly secured.
 - (2) All park improvements, as agreed upon by the subdivider and the city, shall be installed or properly secured.
 - (3) Property deeded to the city as a park shall meet the minimum requirements for areas located above the high-water elevation of a playa lake as set forth by the parks master plan or negotiated with the city council.
 - (4) Required improvements within the proposed park area shall be negotiated and approved by the city engineer and the city council.
 - (5) Any irrigation system, approved by the city engineer, shall be installed by the owner/developer prior to any vegetative cover being placed around the lake area.
 - (6) Any variances to the requirements and standards required for the dedication of park property shall be approved in writing by the city council.
 - (7) Upon completion of the requirements and standards of this article, the owner/developer may request acceptance of the proposed park area as city property. After review and recommendation by the city engineer, the city council may choose to accept the property.
 - (8) A bond in lieu of completing a required cut and fill or other improvements may be allowed prior to the recording of the final plat. A refund of any bond shall not be made until such time as all required improvements have been completed and appear to be operating effectively. A timeframe for execution of improvements shall be specified in a bond agreement with the city. If the improvements are not made within the specified timeframe, the city shall collect the bond.

(Ordinance 564 adopted 4/5/21)

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§ 10.07.004. Development requirements.

- (a) Development of all lake areas shall conform to all requirements of the drainage design manual, including the following:
 - (1) Improvements within or adjacent to such lake areas shall be in accordance with this chapter and in compliance with the drainage design manual and master drainage plan of the city.
 - (2) Lake areas shall be designated on plats as a “stormwater drainage and impoundment easement” regardless of an ownership proposal or determination. The lake area shall be designated as a separate lot or tract on the final plat.
 - (3) If the ownership of the lake area has been determined by the time of recording the final plat, the appropriate designation shall be placed on the face of the final plat if the lake area is to be dedicated as a “public stormwater detention basin” or “public park.”
 - (4) No final plat for any lot or tract under single or common ownership with a lake area that is adjacent to or within a lake area or on a bordering street may be recorded until such lake area has been granted as a stormwater drainage and impoundment easement.
- (b) The conveyance of lake areas for stormwater detention basins shall not prohibit the use of such areas for public activities such as parks or open space not inconsistent with stormwater drainage and impoundment. Areas retained under private ownership are not required to be available for access or use by the public. Uses such as parking lots or golf courses, though not prohibited within the final development of the lake area, should be seriously evaluated by the subdivider, since these uses could be inundated by stormwater for long periods of time during and after rainfall events.

(Ordinance 564 adopted 4/5/21)

§ 10.07.005. Notifying public of intent for lake area.

- (a) Any preliminary plat submitted that includes a lake area shall state the intention of the future use of such lake area.
- (b) A statement on the face of both the preliminary and final plats will clearly indicate the proposed use of the lake area as one of the following:
 - (1) A privately owned property with a dedicated stormwater drainage and impoundment easement;
 - (2) A privately owned and maintained park area; or
 - (3) The conveyance of the property to the city as a stormwater detention basin or as a park. The city council must approve of either of these conveyances.
- (c) At the beginning of any construction activity on the site, such as a lake cut and fill or development improvements, signs shall be installed around the perimeter of the lake area stating the future use of the property. The size, location, and number of signs shall be determined by the city engineer on a case-by-case basis.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.08
PLAYA LAKES CUT AND FILL

§ 10.08.001. Procedures.

- (a) In the interest of the health, safety, and welfare of the residents of the city, playa lake modifications and dedication requirements for lake areas necessary for flood control and preservation of natural drainage shall be as follows:
- (1) Subdividers wishing to modify lake areas must submit a cut and fill plan prepared by an engineer according to the procedures detailed below and obtain city council approval for such plan before beginning any modifications.
 - (A) The subdivider shall submit three (3) copies and an electronic portable document format (.pdf) file of a cut and fill plan meeting the requirements of this article to the planning department.
 - (B) A nonrefundable application fee for reviewing a cut and fill plan shall be set annually in the city's fee schedule. A fee for the administrative costs of reviewing the cut and fill plan shall be required with the application and paid to the plats coordinator at the time the application is submitted.
 - (C) The cut and fill plan shall be distributed to the city staff by the plats coordinator, and staff will submit conditions for city council consideration.
 - (D) The subdivider may contest any staff recommendations at the city council hearing. The council shall consider both the staff recommendations and the subdivider requests in making a final determination. The city council shall act on the cut and fill plan as submitted or amended within thirty (30) days.
 - (E) Should the city council deem necessary, the subdivider shall resubmit a corrected cut and fill plan as required by this section that reflects all required changes before the cut and fill plan approval process is complete.
 - (F) The action of the city council shall be noted and attached to three (3) copies of the cut and fill plan. One set shall be sent to the person who submitted the cut and fill plan, one set shall be provided to the city engineer, and the other set shall be filed by the planning department.
 - (2) The cut and fill plan shall comply with the following and shall clearly illustrate any specific requirements:
 - (A) Submit plan sheets at a scale of one (1) inch to one hundred (100) feet horizontal scale. Sheet sizes shall be between eleven (11) by seventeen (17) and twenty-four (24) inches by thirty-six (36) inches unless otherwise approved by the city engineer. If necessary, the plan may be on several sheets, with a cover sheet containing an index showing the entire subdivision.
 - (B) Be titled "cut and fill plan--(subdivision name and lots or tracts)," providing the proper name corresponding to the final plat it is accompanying.
 - (C) Include the names of the subdivider and the person or firm preparing the plan.
 - (D) Include the comment "This document is released for review purposes only, under the authority of (insert preparing engineer's name) and in no way official or approved. Release date: (insert date of release)."
 - (E) Include the statements as listed in section 10.08.002(a)(1)–(9) of this article on the face of the cut and fill plan.

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- (F) Clearly depict the existing one-foot interval contours and the proposed one-foot internal contours and cross-sections on NAVD88 datum unless otherwise approved by the city engineer.
- (G) Indicate in the notes the benchmarks used to establish vertical control for the plan.
- (H) Include cross-sections at a horizontal and vertical scale that clearly demonstrate the existing land and the proposed results of the cut and fill operation.
- (I) Clearly demonstrate with the contours and cross-sections that the borrow slopes and fill slopes conform to the requirements of the drainage criteria manual.
- (J) Clearly indicate in the notes and on the contours the predicted peak water elevation or overflow elevation of the lake.
- (K) Indicate the acreage of the lake area prior to the cut and fill operation and the acreage and percent of total reclamation upon completion of the proposed activity. If prior cut and fill operations have been performed in the lake, the acreage of the lake area in its natural state shall also be listed as well as the percent of prior reclamation.
- (L) Indicate the volume, in cubic yards, of the total proposed excavation, the volume of embankment material to be placed both below and above the predicted peak water elevation of the lake, and the net volume increase of holding capacity of the playa lake due to the cut and fill operation. All earthwork volumes shall be calculated as “in-place” cubic yards.
- (M) Include adequate notes and legends to clearly depict the differences between existing and proposed conditions with this cut and fill operation.

- (3) Any approved cut and fill plan shall remain in force for three (3) years or until such time as the plan is submitted for amendment by the subdivider.

(Ordinance 564 adopted 4/5/21)

§ 10.08.002. Requirements and verification.

- (a) All fill activity shall be subject to the following requirements that shall be stated on the face of the cut and fill plan:
 - (1) Testing shall be performed by a commercial testing laboratory in accordance with American Society for Testing Materials (ASTM) standards.
 - (2) All fill materials shall be compacted to ninety-five (95) percent standard proctor density in accordance with ASTM D-698.
 - (3) Field densities shall be determined in accordance with ASTM D-2167 (rubber balloon density method), ASTM D-1556 (sand cone density method) or ASTM D-2922 (nuclear density method).
 - (4) Four (4) field densities shall be taken per acre of fill material, and densities shall be taken for each six-inch compacted depth, or portion thereof, of succeeding depths of fill material. Each area of fill material less than one-half acre shall have a minimum of two (2) field densities for each six-inch depth, and areas of fill material between one-half acre and one (1) acre shall have a minimum of three (3) field densities for each six-inch depth.
 - (5) Each lift shall have a maximum compacted depth of six (6) inches.
 - (6) The field densities shall be taken in such a manner as to be a representative sampling of the six-inch depths. The location of the tests shall be proportionately spaced to represent approximate equal areas of each acre being tested. Testing shall not occur at the same location in succeeding depths, so a representative sampling of the total fill may be obtained.

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- (7) The location of the field density tests shall be indicated upon a map to become a part of the certified as-built cut and fill plan.
- (8) Copies of all test results with location maps shall be furnished to the city engineer with the certified as-built cut and fill plan.
- (9) Fill material with a plasticity index (PI) of greater than twenty (20) will not be allowed in any public right-of-way. The substandard material shall be discarded at a location above the predicted peak water elevation of the playa lake, and select fill material shall be imported to the site for placement within the public right-of-way.
- (b) The top of the slope of any excavation shall be a minimum of ten (10) feet from any adjacent property line or existing or anticipated street or alley right-of-way line unless otherwise approved in the cut and fill plan.
- (c) Upon completion of any cut and/or fill activity as approved by the city council under this chapter, as-built certified drawings shall be provided by an engineer and shall be filed with the city engineer for review prior to recording of the final plat. Upon approval of the city engineer, the cut and/or fill activity and the as-built certified drawings may be allowed to be completed after the recording of the final plat if the subdivider provides a bond in lieu of completing these improvements in accordance with the provisions of section 10.10.009.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.09
EXCAVATIONS AND FILLS OUTSIDE OF LAKE AREAS

§ 10.09.001. Procedures.

- (a) The approval of the city council shall be secured before any excavations as defined below are made, or any fills are made which will affect public drainage. Excepted from this requirement are those excavations and fills made in the course of construction, such as foundations, basements, or subfloors which are authorized by a building permit, normal site fill for lots in new subdivisions, or utility excavations and installations.
- (b) The procedure for obtaining city council approval for an excavation plan or a fill plan is the same as section 10.08.001.
- (c) As-built excavation or fill plans shall be required in conformance with section 10.08.002(c).
(Ordinance 564 adopted 4/5/21)

§ 10.09.002. Excavations outside of lake areas.

- (a) An excavation plan shall be required for consideration by the city council for any cuts that resemble a mining operation or create a pit. Any cut exceeding six (6) feet in depth shall be submitted to the city engineer for determination of the requirement for an excavation plan.
 - (b) The city council, when considering such plans, shall evaluate the plan with the safety of the public and the protection of adjacent properties as paramount in their deliberation. The city council shall, among other items, consider the following issues:
 - (1) Slopes of the excavation walls.
 - (2) Necessity of perimeter security, such as fencing, around the excavation site.
 - (3) Distance from the edge of the excavation to adjacent properties or structures.
 - (4) Access points to the excavation sites and their impacts to the excavation site and adjacent property.
- (Ordinance 564 adopted 4/5/21)

§ 10.09.003. Fills outside of lake areas.

- (a) Proposals for any fill outside of lake areas that could affect the normal flow of public drainage, including but not limited to berms, dams or terraces, shall be submitted to the city engineer for determination of whether a fill plan must be prepared.
- (b) If the city engineer determines that a fill plan should be prepared, such plans shall be submitted for consideration by the city council under the procedure detailed in section 10.08.001.
- (c) In reviewing fill plans, the city council shall, among other items, consider the following issues:
 - (1) The overall drainage pattern of the area.
 - (2) The impact the fill may have on adjacent properties or structures.
- (d) Any fill operation requiring a fill plan shall conform to the requirements of section 10.08.001 and section 10.08.002.
 - (1) The city engineer shall furnish a written recommendation to the city council regarding the request of the delayed paving.
 - (2) The delay of paving removes all responsibility of the paving improvements from the subdivider. The

§ 10.09.003 requirements for providing the future paving improvements will fall on the property owner of that
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platted lot or tract.

(e) ¹ A building permit shall not be issued on a lot or tract platted under these subdivision regulations until such
time as access from an all weather surface has been provided, unless a delay of paving improvements has
been authorized by the city council under the provisions of this section.

(Ordinance 564 adopted 4/5/21)

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ARTICLE 10.10**IMPROVEMENTS REQUIRED PRIOR TO ACCEPTANCE OF FINAL PLAT****§ 10.10.001. Improvements required.**

Improvements listed in this article are required for recording of final plats inside the corporate limits of the city. Subdividers should consult with the county public works director concerning requirements for plats in the city's extraterritorial jurisdiction.

(Ordinance 564 adopted 4/5/21)

§ 10.10.002. Monuments.

- (a) Monuments shall consist of pipes or rods of magnetic quality of a minimum length of twelve (12) inches and shall be placed at all block corner and control points.
 - (b) Control points are any property corner of any tract, parcel or lot which is not square or rectangular.
- (Ordinance 564 adopted 4/5/21)

§ 10.10.003. Streets.

- (a) Grading, drainage, and drainage structures necessary to the proper use and draining of streets, highways, and ways, and for public safety shall be in accordance with this code.
- (b) All streets and paved access alleys within or abutting the proposed subdivision shall be paved to the width specified on the plat and constructed in compliance with City of Lubbock minimum design standards and specifications as appended in appendix C of this code under the supervision of the city engineer.
- (c) Improvements to off-site streets will be constructed as required by the traffic impact analysis and in accordance with the provisions of this code.
- (d) Preliminary grades shall be established for all streets and alleys prior to actual utility installation to prevent damage to buried utilities.
- (e) All underground utility lines required in a street, alley, or easement shall be installed prior to the installation of sub-base, base, or surface of the street.
- (f) The subdivider is responsible for the coordination of installation of utilities within streets, alleys, and easements and the submittal of as-built drawings of the utilities installed within their subdivision at the time the as-built drawings of the paving improvements are submitted.
- (g) The city council, upon request of the subdivider, may consider the delay of the required paving improvements.
 - (1) The subdivider shall submit the request and receive authorization of the requested delay prior to the recording of the final plat.
 - (2) The city council shall only consider approval of a delay in unusual circumstances, such as the platting of an isolated lot or tract in an area that is currently unpaved. Financial hardship shall not be a consideration for the approval of a delay of the paving improvements.

(Ordinance 564 adopted 4/5/21; Ordinance 2023-010 adopted 5/1/2023)

§ 10.10.004. Water and sewer.

- (a) Water and sewer lines shall be installed to serve all lots within the proposed subdivision under the provisions of chapter 13 of this code and shall be constructed in compliance with the City of Lubbock Minimum Design Standards and Specifications as appended in appendix C of this code under the supervision of the city engineer.

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(b) Installation of water and sewer shall not be required when the city council finds that water and sewer is not available and cannot be made available in the immediate future. In such cases, a delay of services should be requested by the subdivider when the final plat is submitted.

(c) A building permit shall not be issued on a platted lot or tract, or any portion authorized under the procedure in section 10.03.002(b), until such time as water and sanitary sewer service has been installed and is operational as determined by the city engineer or an exception is allowed under the provisions of this section. (Ordinance 564 adopted 4/5/21)

§ 10.10.005. Street lighting.

(a) Streetlights shall be a minimum of 2.5 ft. back from curb face and have 250W EQ LED luminaries.

(b) The subdivider shall provide a street lighting plan to the city for review along with engineering documents.

(c) The subdivider shall pay the city all costs associated with the purchase and installation of street lights in the proposed subdivision prior to installation of lighting.

(Ordinance 564 adopted 4/5/21)

§ 10.10.006. Street name signs.

(a) Street name signs for streets shall be provided at all street intersections within or abutting the proposed plat. Street name sign locations will be reviewed by the engineering department. Street name signs will be paid and installed by the subdivider.

(b) The subdivider shall bear all costs associated with the purchase and installation of street name signs.

(Ordinance 564 adopted 4/5/21)

§ 10.10.007. Other traffic signs and traffic-control devices.

The city engineer will specify any other required signs and traffic-control devices, including but not limited to road closure signs and barricades, stop signs, no parking signs, and one-way signs, as part of plat review. Such signs and devices shall be of a style approved by the city and shall be placed in accordance with the state manual on uniform traffic-control devices (TMUTCD).

Required devices will be paid for and installed by the subdivider.

(Ordinance 564 adopted 4/5/21)

§ 10.10.008. Drainage improvements.

All drainage improvements, including playa lake cut and fills and excavations or fills outside of lake areas, shall be completed in accordance with article 10.08 and article 10.09 of this chapter and section 10.06.005.

(Ordinance 564 adopted 4/5/21)

§ 10.10.009. Performance bond in lieu of required improvements.

(a) In lieu of the completion of the required water, sewer, paving, or drainage improvements or completed cut and fill activity and before the final plat is approved and accepted, the subdivider may request the submission of a bond in lieu of the completion of construction of these improvements. At the sole discretion of the city council, the city may allow the submission of a performance bond in lieu of completion of the requested infrastructure.

(b) A performance bond issued by a licensed surety company in the state to the mayor for the purpose of ensuring the construction of the roads and all other infrastructure to be dedicated to the city in said subdivision is required. Said bond shall be in effect until the city has accepted the infrastructure that is subject to the bond.

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The bond shall be in a form acceptable to the city attorney. The bond shall be in an amount equal to or greater than the estimated cost needed to complete the construction of the required improvement.

- (c) The bond shall be accompanied with a copy of the construction contract for the required water, sewer, paving, or drainage improvements and planned cut and fill activity or an estimate provided by the subdivider's engineer that is approved by the city engineer. The city engineer shall have the authority to require a different bond amount if there is a question or disagreement about the cost necessary to complete the construction of the required improvements. The city engineer shall utilize current bid prices received on city projects or unit prices known on current improvements in other new subdivisions as the basis for requiring a different bond amount.
- (d) As a condition of a performance bond or approved substitute collateral, the owner of an approved and accepted subdivision shall execute and complete construction of all infrastructure subject to the bond or substitute collateral in accordance with the specifications herein in no more than one year from the date of approval of the final plat. The performance bond shall remain in full force and effect until all of the subject infrastructure in such approved and accepted subdivision have been completed to the satisfaction of the city engineer.
- (e) If the owner fails or refuses to correct the defects called to his attention in writing by the city engineer and the bond or substitute collateral is unenforceable, the owner shall complete the unfinished improvements at their cost and expense as common law obligation of the bond or substitute collateral.

(Ordinance 564 adopted 4/5/21)

§ 10.10.010. Withholding improvements and permits until approved.

- (a) The city shall withhold all city improvements, including the furnishing of sewerage facilities and water service, from all additions which have not been recorded and improvements provided as required by this chapter.
- (b) No permits shall be issued by the building official on any piece of property unless water and sewer service is operational as determined by the city engineer. Further, no permit shall be issued on any parcel other than an original or a resubdivided lot in a duly approved and recorded subdivision, unless an exception has been made under section 10.03.002(b) and until such time as the platted lot or tract is made accessible by way of an all-weather surface.
- (c) Improvements and permits shall not be withheld when the city council finds one of the following situations to exist:
 - (1) Where improvements are necessary to comply with other ordinances of the city which carry a penalty for failure to comply.
 - (2) Where leased property lies on railroad right-of-way and such property is adequately served by streets and utility easements.

(Ordinance 564 adopted 4/5/21)

§ 10.10.011. Maintenance bond.

- (a) The owner or developer must file a maintenance bond at the time the any infrastructure in the subdivision is presented for dedication to the city. The condition of the maintenance bond shall be that the owner or developer shall guarantee to maintain, to the satisfaction of the city, all of the roads and all other infrastructure to be dedicated by the city shown on the accepted and approved subdivision plat, in a good state of repair for a period of one year following the acceptance of such infrastructure by the city. Bonds shall be in an amount equal to 15 percent of the cost of construction for the approved infrastructure.
- (b) The maintenance bond shall commence on the date the roads or other infrastructure shown on the subdivision

§ 10.10.011 plat are accepted by the city and shall remain in full force and effect for a period of one year thereafter. § 10.10.012
The city will make periodic inspections of approved and accepted roads and other infrastructure, as possible, during the period of liability covered by the maintenance bond. In the event any of such roads or other infrastructure are not being maintained in a good state of repair, the owner will be so advised in writing and if, after reasonable time, the developer fails or refuses to maintain the roads, they shall be maintained at the cost and expense of the subdivider.

- (c) If the owner fails or refuses to correct the defects called to his attention in writing by the city engineer and the bond is unenforceable, the owner shall complete the unfinished improvements at their cost and expense as a contractual obligation of the bond.

(Ordinance 564 adopted 4/5/21)

§ 10.10.012. Traffic impact analysis.

- (a) A traffic impact analysis (TIA) shall be submitted with a preliminary plan, final plat or replat when the subdivision or addition or amendment to an existing subdivision will generate one hundred (100) or more vehicle trips, inbound or outbound, during the peak hour. The analysis shall be performed for the most intense use permitted in the existing or proposed zoning district. A scoping meeting is required.
- (b) The TIA shall be prepared in accordance with the recommended guidelines for traffic impact studies as issued by the Institute of Transportation of Engineers.
- (c) The final plat or replat shall be prepared in conformance with the TIA and the preliminary plat.
- (d) The developer must have a city-approved TIA prior to the approval of the final plat or replat.
- (e) Off-site improvements. If off-site improvements are required in the TIA, the improvements shall be installed and constructed in accordance with all applicable city codes and ordinances prior to the approval of the final plat.
- (f) Signage and striping. If off-site signage and/or striping are required in the TIA, the signage and/or striping shall conform to all applicable city codes and ordinances.
- (g) Signalization. If off-site signalization is required in the TIA, the signalization shall be installed with all applicable city codes and ordinances.
- (h) Preliminary plat, final plat and replat TIA. The TIA submitted with a preliminary plat, final plat or a replat shall include any revisions to the TIA required for changes in the proposed development of the plat since the submission of the last TIA.

(Ordinance 2023-010 adopted 5/1/2023)

**ARTICLE 10.11
VARIANCES**

§ 10.11.001. General regulations.

- (a) Where the city council finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve variances to these subdivision regulations so that substantial justice may be done and the public interest secured. However, such variance shall not have the effect of nullifying the intent and purpose of these regulations.
- (b) The city council shall not approve variances unless it shall make findings based upon the evidence presented to it in each specific case that:
 - (1) The granting of the variance will not be detrimental to the public safety, health or welfare or injurious to other property.
 - (2) The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property.
 - (3) Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience or financial loss, if the strict compliance with these regulations is carried out.
 - (4) Any variance does not violate any other city ordinance.

(Ordinance 564 adopted 4/5/21)

§ 10.11.002. Conditions.

In approving variances, the city council may require such conditions as will, in its judgment, substantially secure the objective of the standards or requirements of this chapter.

(Ordinance 564 adopted 4/5/21)

§ 10.11.003. Procedures.

- (a) A petition for any such variance shall be submitted in writing by the subdivider at the time when the preliminary plat is filed with the planning department prior to consideration by the city council.
- (b) This procedure shall also apply to any request for variance related to an existing approved plat.
- (c) The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioner and include clear reference to the portion of this chapter creating the hardship.

(Ordinance 564 adopted 4/5/21)

ARTICLE 10.12
REPLATS

§ 10.12.001. General regulations.

- (a) The owner of property who wishes to revise a subdivision plat which has been previously filed for record must make an application of the proposed revised plat to the city council. The replat of the subdivision shall meet all approval requirements for and follow the same procedure as a final plat under article 10.05. If a lot is replatted, all lots will retain the original name of the plat.
- (b) A replat may not amend or remove any covenants or restrictions.
- (c) Each person who wishes to replat a subdivision under this chapter must submit to the city a fee of \$200.00 for each replat application.

(Ordinance 588 adopted 2/7/22)

§ 10.12.002. Additional requirements for certain replats.

- (a) A replat without vacation of the preceding plat must conform to the requirements of this section if:
 - (1) During the preceding five years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two residential units per lot; or
 - (2) Any lot in the preceding plat was limited by deed restrictions to residential use for not more than two residential units per lot.
- (b) If a proposed replat described by subsection (a) requires a variance or exception, the city council must hold a public hearing.
- (c) Notice of the hearing required under subsection (b) shall be given before the 15th day before the date of the hearing by:
 - (1) Publication in an official newspaper or a newspaper of general circulation in the county in which the municipality is located; and
 - (2) By written notice, with a copy of subsection (d) attached, forwarded by the municipal authority responsible for approving plats to the owners of lots that are in the original subdivision and that are within 200 feet of the lots to be replatted, as indicated on the most recently approved municipal tax roll or in the case of a subdivision within the extraterritorial jurisdiction, the most recently approved county tax roll of the property upon which the replat is requested. The written notice may be delivered by depositing the notice, properly addressed with postage prepaid, in a post office or postal depository within the boundaries of the municipality.
- (d) Subject to the exception in subsection (f), if the proposed replat requires a variance and is protested in accordance with this subsection, the proposed replat must receive, in order to be approved, the affirmative vote of at least three-fourths of the members present of the city council. For a legal protest, written instruments signed by the owners of at least 20 percent of the area of the lots or land immediately adjoining the area covered by the proposed replat and extending 200 feet from that area, but within the original subdivision, must be filed with the city council prior to the close of the public hearing.
- (e) In computing the percentage of land area under subsection (c), the area of streets and alleys shall be included.
- (f) Compliance with subsections (d) and (e) is not required for approval of a replat of part of a preceding plat if the area to be replatted was designated or reserved for other than single or duplex family residential use by notation on the last legally recorded plat or in the legally recorded restrictions applicable to the plat.

§ 10.12.002

§ 10.12.002

(g) If a proposed replat described by subsection (a) does not require a variance or exception, the municipality shall, not later than the 15th day after the date the replat is approved, provide written notice by mail of the approval of the replat to each owner of a lot in the original subdivision that is within 200 feet of the lots to be replatted according to the most recent county tax roll. This subsection does not apply to a proposed replat if the city council holds a public hearing and gives notice of the hearing in the manner provided by subsection (c).

(h) The notice of a replat approval required by subsection (g) must include:

- (1) The zoning designation of the property after the replat; and
- (2) A telephone number and e-mail address an owner of a lot may use to contact the municipality about the replat.

(Ordinance 588 adopted 2/7/22)

AGENDA ITEM COMMENTARY - ITEM #16

ITEM TITLE:

Consider and take appropriate action on Emergifire Billing Services for fire response.

INITIATOR/STAFF INFORMATION SOURCE

Fire Chief Lance Barrett

BACKGROUND

Wolfforth Fire EMS provides fire and emergency services to City of Wolfforth, southwest Lubbock Co, and southeastern Hockley Co. These services come at a great expense to those who reside in the City of Wolfforth and to a lesser degree Lubbock County. We find it prudent that we begin to recoup some of the cost of these services via Emergifire billing services. Emergifire has the ability to bill insurance companies for these services.

This ordinance has been updated and removed from section 2 the sentence that stated “individuals will be billed for services in some cases.”

EXHIBITS:

Sample Ordinance, Addendum C price schedule, email handout, inspections

COUNCIL ACTION/STAFF RECOMMENDATION

Staff recommends the following motion be made: Move to adopt Ordinance No. 2013-024 as presented, and approve Addendum C to the Emergicon services agreement.

ORDINANCE NO. 2023-024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF WOLFFORTH, TEXAS

WHEREAS, the emergency and non-emergency services response activity to incidents continues to increase each year; Environmental Protection requirements involving equipment and training, and Homeland Security regulations involving equipment and training, creating additional demands on all operational aspects of the fire department services; and

WHEREAS, the fire department has investigated different methods to maintain a high level of quality of emergency and non-emergency service capability throughout times of constantly increasing service demands, where maintaining an effective response by the fire department decreases the costs of incidents to insurance carriers, businesses, and individuals through timely and effective management of emergency situations, saving lives and reducing property and environmental damage; and

WHEREAS, raising real property tax to meet the increase in service demands would not be fair when the responsible party(s) should be held accountable for their actions; and

WHEREAS, the City Council of the Wolfforth desires to implement a fair and equitable procedure by which to collect said mitigation rates and shall establish a billing system in accordance with applicable laws, regulations and guidelines; Now, Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE WOLFFORTH:

SECTION 1: The City of Wolfforth shall initiate mitigation rates for the delivery of emergency and non-emergency services by the fire department for personnel, supplies and equipment to the scene of emergency and non-emergency incidents as listed in “EXHIBIT A”. The mitigation rates shall be based on actual costs of the services and that which is usual, customary and reasonable (UCR) as shown in “EXHIBIT A”, which may include any services, personnel, supplies, and equipment and with baselines established by addendum to this document.

SECTION 2: A claim may be filed only to the insurance carrier of the responsible party(s).

SECTION 3: The fire department’s City Council may make rules or regulations and from time to time may amend, revoke, or add rules and regulations, not consistent with this Section, as they may deem necessary or expedient in respect to billing for these mitigation rates or the collection thereof.

SECTION 4: It is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in accordance with all legal requirements, and the Codified Ordinances of the City Council.

SECTION 5: This Ordinance shall be effective immediately upon its passage and adoption as permitted by law.

SECTION 6: The Mitigation Rates lists in Exhibit A will increase by 1.5% annually or based on the annual percentage increase in the Consumer Price Index (CPI), as developed by the Bureau of Labor Statistics of the U.S. Department of Labor, whichever is more. Rate adjustments will occur on the anniversary date of this ordinance/resolution to keep the fire department's cost recovery program in conformity with increasing operating expenses.

PASSED AND APPROVED ON THIS 18TH DAY OF SEPTEMBER 2023.

Charles Addington, II, Mayor

ATTEST:

Terri Robinette, City Secretary

I, Terri Robinette, City Secretary for the City of Wolfforth, do hereby certify that the foregoing Ordinance No. _____ was duly published in the Lubbock Avalanche Journal, a newspaper of general circulation in the City of Wolfforth on the ____ day of _____, 2____; and I further certify the compliance with the Codified Ordinances and the laws of the State of Texas, pertaining to Public Meetings.

Terri Robinette, City Secretary

EXHIBIT A

MITIGATION RATES

The mitigation rates below are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided.

MOTOR VEHICLE INCIDENTS

Level 1 - \$506.00

Provide hazardous materials assessment and scene stabilization. This will be the most common “billing level”. This occurs almost every time the fire department responds to an accident/incident.

Level 2 - \$576.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE - \$704.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, TIC use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

Extrication - \$1,520.00

Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Creating a Landing Zone - \$465.00

Includes Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

ADDITIONAL TIME ON-SCENE

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.

Miscellaneous equipment billed at \$341.

HAZMAT

Level 1 - \$816.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

Level 2 - \$2,913.00

Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

Level 3 - \$6,875.00

Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - **each additional hour @ \$336.00 per HAZMAT team.**

ADDITIONAL TIME ON-SCENE (for all levels of service)

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.

Miscellaneous equipment billed at \$341.

FIRE INVESTIGATION

Fire Investigation Team - \$321.00 per hour.

Includes:

- Scene Safety
- Investigation
- Source Identification
- K-9/Arson Dog Unit
- Identification Equipment
- Mobile Detection Unit
- Fire Report

The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.

FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

Includes:

- Scene Safety
- Investigation

- Fire / Hazard Control

This will be the most common “billing level”. This occurs almost every time the fire department responds to an incident.

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates.

Itemized, per person, at various pay levels and for itemized products use.

ILLEGAL FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.

WATER INCIDENTS

Level 1

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common “billing level”. This occurs almost every time the fire department responds to a water incident.

Billed at \$466 plus \$58 per hour, per rescue person.

Level 2

Intermediate Response: Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

Billed at \$932 plus \$58 per hour, per rescue person.

Level 3

Advanced Response: Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Billed at \$2,334 plus \$58 per hour per rescue person, plus \$117 per hour per HAZMAT team member.

Level 4

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

BACK COUNTRY OR SPECIAL RESCUE

Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

Minimum billed \$466 for the first response vehicle plus \$58 per rescue person. Additional rates of \$466 per hour per response vehicle and \$58 per hour per rescue person.

CHIEF RESPONSE

This includes the set-up of Command and providing direction of the incident. This could include operations, safety, and administration of the incident.

Billed at \$290 per hour.

MISCELLANEOUS / ADDITIONAL TIME ON-SCENE

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.

Miscellaneous equipment billed at \$341.

GAS LEAKS (Natural)

LEVEL 1

(Natural Gas Leak Outside Without Fire)

Description: Minimal danger to life, property, and the environment, leak typically for mechanical damage to a meter or pipe.

Actions: Evacuate immediate area, notify gas company, evaluate hazards including exposures, environment, vehicular traffic etc. Conduct fence line monitoring to determine control zones. Remove ignition sources from the area, consider non-intervention strategy, if offensive tactics selected, ensure proper PPE, respiratory protection, thermal protection, and tactics are utilized.

Assignment -\$466.00 per hour, per engine / \$582.00 per hour, per truck

LEVEL 2

(Natural Gas Leak Outside with Fire)

Description: Moderate danger to life, property, and the environment, leak typically caused from mechanical damage with nearby operating equipment (car, backhoe, etc) causing a fire.

Actions: Evacuate immediate area, notify gas company, protect hazards from fire damage, do not extinguish the fire unless directed to do so by the gas company, consider water supply options.

Assignment- \$748 per hour, per engine / \$58 per hour, per rescue person.

**LEVEL 3
(Natural Gas Leak inside Structure)**

Description: Significant danger to life, property, and the environment, leak is typically difficult to identify and locate.

Actions: Evacuate building and nearby structures, notify gas company, position apparatus away from the structure, attempt to control gas where it enters the building, ventilate the building (using intrinsically safe methods), remove ignition sources from inside but shutting off power on the outside of the structure.

Assignment- \$932 per hour, per engine / \$58 per hour, per rescue person.

MITIGATION RATE NOTES

The mitigation rates above are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department’s “actual personnel expense” and not just a firefighter’s basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

ADDENDUM C – FIRE/EMERGENCY RESPONSE BILLING

This Addendum C (this “**Addendum**”) is entered into by and between Emergifire, LLC, a Texas limited liability company (“**Emergifire**”) and City of Wolfforth (“**Client**”), dated [] and is subject to the terms and conditions of that certain Agreement for Specialized Professional Ambulance Billing Services by and between Emergicon, LLC and Client, dated [October 1, 2016] (the “**Services Agreement**”).

RECITALS

WHEREAS, Emergicon, LLC is engaged in the business of providing fire response and cost recovery services as detailed below through a contractor relationship with Emergifire;

WHEREAS, Emergifire is engaged in the business of providing third-party billing and accounts receivable management specialized professional services related to motor vehicle accidents and other emergency responses for emergency service organizations;

WHEREAS, CLIENT desires to utilize Emergifire for billing and claims management services for its organization; and

WHEREAS, Emergifire is willing to provide such specialized professional services upon the terms and conditions provided in this Addendum;

Specialized Professional Services. Emergifire agrees to perform the following duties (collectively referred to as the “Services”) on behalf of CLIENT as a normal course of business:

- a. Promptly prepare and submit claims to the responsible party deemed complete and eligible for submission by Emergifire in conformance with this Agreement.
- b. Provide instructions for the submission of Required Documentation to Emergifire.
- c. Promptly post payments made on CLIENT’s behalf.
- d. Provide monthly reports to CLIENT, which include, at a minimum, cash received and balance summary.
- e. Will not begin litigation against a person, entity, or insurance carrier without prior written approval by the CLIENT.

Specifically Excluded Duties of Emergifire. Notwithstanding any provisions of this Agreement to the contrary, Emergifire shall *not* be responsible to:

- a. Initiate or pursue litigation for the collection of past due accounts.
- b. Provide legal advice or legal services to CLIENT or anyone acting on CLIENT's behalf.

Term and Termination.

This Addendum runs in concurrence to the Specialized Professional Ambulance Billing Services Agreement.

Compensation.

a. In exchange for the Specialized Professional Services described in this Agreement, CLIENT shall pay Emergifire a fee equivalent to fifteen percent (15%) of all revenues collected by Emergifire on behalf of CLIENT. Credit card payments accepted by Emergifire will be charged an additional three percent (3.0%).

b. Emergifire shall submit invoices to CLIENT on a periodic basis established by Emergifire. Invoices are to be paid by CLIENT within thirty (30) days of the invoice date. Emergifire reserves the right to add simple interest at an annual rate of 18%, compounded daily, on all where Emergifire has not received payment within thirty (30) days of the date of its invoice.

CLIENT agrees to reimburse Emergifire for any and all sales tax liabilities that may arise as a result of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum as of the date written below.

EMERGIFIRE, LLC.

City of Wolfforth, TX

By:

By:

Signature

Signature

Christopher Turner, MHA

Print Name

Print Name

Founder & CEO

Title

Title

Date

Date

AGENDA ITEM COMMENTARY - ITEM #17

ITEM TITLE:

Consider and take appropriate action on report from staff pertaining to Outdoor Warning System

INITIATOR/STAFF INFORMATION SOURCE

Emergency Management Coordinator: Lance Barrett

BACKGROUND

The City of Wolfforth currently has 5 outdoor warning sirens that cover the majority of the occupied city limits. These sirens are usually tested monthly depending on current weather conditions and staffing levels.

The current sirens do not provide ample coverage to the new development areas within the city. New sirens cost approximately \$100,000 and it would take 2 more sirens to cover the Harvest and Overlook areas.

EXHIBITS:

None.

COUNCIL ACTION/STAFF RECOMMENDATION

Staff requests direction from the council on siren testing frequency and future expansion as well as funding options for that expansion.