

HEWITT TEXAS

CITY COUNCIL MEETING AGENDA

February 5, 2018

Workshop/Regular Meeting – 5:30 PM/7:00 PM

CITY HALL, 200 PATRIOT COURT

HEWITT, TX 76643

MAYOR AND CITY COUNCIL

Travis Bailey – Mayor, Ward 1

Ed Passalugo – Mayor Pro Tem, Ward 3

Wilbert Wachtendorf – Council Member, Ward 1

Bill Fuller – Council Member, Ward 2

James Vidrine – Council Member, Ward 2

Steve Fortenberry – Council Member, Ward 3

Alex Snider – Council Member At-Large

CITY STAFF

Adam Miles, City Manager
Charlie Buenger, City Attorney
Miles Whitney, City Engineer

Lydia Lopez, City Secretary

Jim Devlin, Police Chief

Lee Garcia, Finance Director

Lance Bracco, Fire Chief

Waynette Ditto, Library Director

Katie Allgood, Managing Director

Tracy Lankford, Community Dev. Director

Tuck Saunders, Assistant Police Chief

Kevin Reinke, Utilities Director

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Workshop** meeting of the governing body of the City of Hewitt will be held on the **5th day of February, 2018, at 5:30 PM in Hewitt City Hall, Council Workshop Room, 200 Patriot Court**, Hewitt, Texas, at which time the following subjects will be discussed:

1. Call meeting to order.
2. City Manager's update on municipal business:
 - a. Report from City Engineer
 - b. Briefing and discussion concerning upcoming events:
 - Citizens Police Academy – February 20, 2018 – April 24, 2018
 - Household Hazardous Waste Day – May 5, 2018
 - c. Briefing and discussion concerning gift from the Friends of the Library.
 - d. Briefing and discussion concerning Recycling Program.
 - e. Briefing and discussion concerning Water Leak Adjustment Policy.
 - f. Briefing and discussion concerning Emergency Medical Services RFP.
 - g. Briefing and discussion concerning Financial Statements ending December 31, 2017.
 - h. Briefing and discussion concerning Public Safety operations – Police & Fire.
 - i. Interview of prospective Parks & Beautification Committee member.
3. Review regular meeting agenda items.
4. Convene Executive Session pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:
 - **Pursuant to §551.072 – Purchase, Exchange, Lease, or Value of Real Property.**
5. Close Executive Session.
6. Adjourn.

I, the undersigned authority, do hereby certify that the above notice of meeting of the governing body of the City of Hewitt, Texas was posted on the Public Notice Board located in front of City Hall at 1:00 AM/PM on February 2, 2018.

CITY OF HEWITT



Lydia Lopez, TRMC
City Secretary

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact the Hewitt City Secretary at (254) 666-6171 at least 24 hours prior to the meeting, so that appropriate arrangements can be made.

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Regular** meeting of the governing body of the City of Hewitt will be held on the **5th day of February, 2018, at 7:00 PM in the City Council Chambers at Hewitt City Hall, 200 Patriot Court, Hewitt, Texas,** at which time the following subjects will be discussed:

1. Call meeting to order.
2. Pledge of Allegiance to the U.S. Flag
3. Special presentation to the Hewitt Public Library.
4. Consider approval of minutes of the City Council Workshop and Regular Meeting of January 15, 2018.
5. Hear visitors on matters pertaining to city business. *Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda.*
6. Public hearing on storm water mitigation.
7. Consider appointment of Associate Municipal Court Judge.
8. Consider appointment to the Parks & Beautification Committee.
9. Administer oath of office to newly appointed Parks & Beautification Committee member.
10. Authorize Change Order Number 3 to the 2017 Old Temple Road Street Improvements project with Holy Contractors, LLC in an amount not to exceed 10,664.96.
11. Authorize submittal of Assistance to Firefighters Grant (AFG) application through the Federal Emergency Management Agency (FEMA) for self-contained breathing apparatus units (SCBAs) and related equipment.
12. Consideration and action on a resolution in support of the submission of a Justice Assistance Grant application for the City of Hewitt Police Department Cellebrite UFED Touch2 Upgrade and Training Project.
13. Consideration and action on a resolution ordering a General Election for the City of Hewitt on Saturday, May 5, 2018, to be held as a joint election with McLennan County; authorizing a contract for election services; designating polling places and providing for other matters relating to the general election.
14. Consideration and action on a resolution authorizing Walker Partners, LLC to coordinate acquisition of land for the Ritchie Road Project.
15. Adjourn.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Hewitt, Texas was posted on the Public Notice Board located in front of City Hall at 1:00 AM/PM on February 2, 2018.

CITY OF HEWITT


Lydia Lopez, TRMC
City Secretary



COUNCIL WORKSHOP AGENDA ITEM #2.a



CITY ENGINEER'S REPORT
January 31, 2018

2015 Bond Projects:

Lift Station No. 5 Removal

Working on easement signatures, will discuss further at meeting.

IH - 35 Waterline

- Phase 2; Sun Valley to Flat Rock Trailers
 - Plans to be submitted to TxDOT for permitting shortly, pending Lift Station No. 5 issues.
- Phase 3; South side of Castleman Creek to Glenleigh Dr.
 - Project is awaiting topography.

Sun Valley Rd.; Waterline Bores.

Plans have been submitted to TxDOT for permits. I will be requesting an update.

Alamo Lift Station (Lift Station No. 7)

A meeting has been set for February 7th with Waco to iron out the final details of the interlocal agreement with them.

Drainage

Flat Creek Tributary Drainage

The study was completed.

209/213 Cross Country Drainage Improvements

Working on final draft of the plans.

Old Temple Rd; Phase 2

Contractor has been working on curb and driveways on the southern section.

FM 2113 (Spring Valley Rd.)

Awaiting utility conflict analysis from TxDOT.

HEWITT TEXAS

CITY ENGINEER'S REPORT

January 31, 2018

Ritchie Road Improvements; (From Warren Dr. to Park Place Dr.)

We are to be submitting 60% plans into Waco within a week or two.

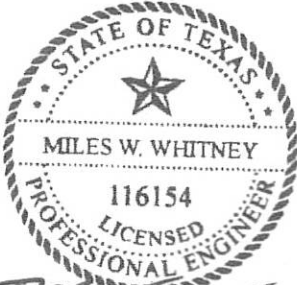
Hewitt Dr. and Panther Way

The City has met with TxDOT to discuss alternative lane configurations for this intersection. At this time TxDOT has presented the City with a possible lane configuration that they believe could potentially allow traffic to flow more easily. This would entail the City having to perform some lane painting and then TxDOT performing signal work.

Stormwater Ordinance

We are working on preparing a new stormwater ordinance to gain compliance with the City's existing Municipal Separate Storm Sewer (MS4) plan. The Council will be seeing this in a future council meeting.

By:



Miles W. Whitney P.E.
Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.

HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2.c

The Friends of the Hewitt Public Library, President, Ann Schiltz and members have completed the fundraiser for musical flower instruments in the Butterfly Garden. The outdoor instruments will be installed by volunteers from the First Woodway Baptist Church in early March. Freenotes Harmony Park makes the outdoor musical instruments that deliver superior sound quality. Grammy award-winning designer, Richard Cooke, created Freenotes to ensure musical success for all players. For over 15 years, Freenotes instruments have provided gratifying musical experiences in public and private spaces around the world, because each instrument is designed for perpetually perfect pitch. As engaging pieces of interactive art, they encourage a full sensory experience. They are constructed for both flawless tune and durability, Freenotes instruments have earned a respected heritage for their musicality and their longevity.



HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2.d

HEWITT TEXAS

MEMORANDUM

FROM: Adam Miles, City Manager
TO: Mayor and City Council
DATE: February 2, 2018
RE: Citizen Recycling Update

Promotion of solid waste recycling is essential in order to reduce the amount of debris and trash being directed to landfills. Not only is it better for the environment, but diverting recyclable waste from landfills is one way to maintain the overall low cost of waste disposal services for Hewitt residents.

Currently residents enjoy every other week recycling cart pick-up provided by Republic Services (Allied Waste). However, a recent audit provided by Republic's recycling partner found the actual recycling waste stream is approximately thirty percent (30%) non-recyclable. In other words, a large percentage of the waste picked up in the recycling carts is not actually able to be recycled.

There are a variety of reasons for this. One is some customers simply are not aware of what is considered recyclable. In other cases, some customers are inappropriately using the recycling carts for actual waste. Additionally, the use of black or opaque plastic bags obscures the ability of waste sorters to determine the contents. Some customers simply do not know what is allowable in the recycling container. No matter what the reason, the fact remains that there is room for improvement.

One of the key strategies identified by city staff in conjunction with input from Republic Services is increased citizen education and awareness concerning what is and what is not recyclable. This item is being presented to discuss this matter with the City Council and gain feedback as we move forward.

HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2.e

HEWITT TEXAS

MEMORANDUM

FROM: Adam Miles, City Manager
TO: Mayor and City Council
DATE: February 2, 2018
RE: Adjustments due to Water Leaks - Policy Update



Since 2007, the City of Hewitt has adhered to the same policy related to billing adjustments due to water leaks. In certain specific circumstances the City Utility Billing Department may authorize a one-time billing adjustment for underground leaks or broken pipes. A copy of the current policy is attached for review and reference.

Obviously, Hewitt water customers rightfully expect accuracy in water usage records and billing. The newer automated meter reading system has drastically reduced human errors associated with monthly meter reading by technicians. The newer system also provides significantly more usage information for individual customers.

The older system only had once a month readings taken by employees. The City could only determine how much water was used on a monthly basis. In contrast, the current system continuously monitors customer water usage and typically collects usage data in fifteen (15) minute increments. Clearly, the increased volume of data has improved our ability to better analyze and understand a customers actual usage to the point where it may often be determined precisely when a customer experiences a leak.

The current (2007) Adjustment Policy was written prior to the implementation of the automated meter reading system. City staff is now proposing a change to the policy that takes into account the ability to more closely determine the actual time in which a leak began and make adjustments off of that time. In other words, rather than adjusting off an entire month's worth of leak, the change would only allow for adjustment based on when the leak actually began as determined by the best, and most accurate, data we have. Based on discussion and feedback from the City Council a resolution updating the policy may be considered in the near future.

RESOLUTION # 2007-03-05-1

**CITY OF HEWITT
WATER POLICY
FOR ADJUSTMENTS DUE TO WATER LEAKS**

The City Council has determined that supplying water to the customer is a costly process and water loss through system breaks may result in increased water rates to all customers. Therefore, any adjustment to an individual customer account shall be made only in extreme situations. It is the intent of the City Council that any adjustment is totally within the discretionary authority of the City Manager and/or City Council. Nothing in this policy shall be deemed that any adjustment is mandatory.

Problems under or inside a structure on private piping or fixtures including toilets, faucets, faulty hot water heaters, water softeners, open fixtures, sprinkler heads, etc., as well as yard sprinkler systems, are the responsibility of the customer and do not qualify for an adjustment.

Adjustments for leaks caused by the City of Hewitt Water System on the customer's side of the meter will be granted at 100% of the excess amount above the normal water usage.

Adjustments may be made for underground leaks or broken pipes, if caused by unusual conditions. Yard sprinkler systems do not qualify for adjustment. Unusual conditions shall not include weather conditions, shifting ground or an act of God. The City Manager or his designee will be the sole authority in determining unusual conditions. Any adjustment granted may be less than, but no more than 50% of the excess amount above the normal water usage. A request for an adjustment must be made within thirty days of the billing date.

Requirements:

- A. The City must be made aware of the leak.
- B. The date that the leak was observed and the date fixed. Proof that the leak was fixed in a timely manner should be submitted to the city.
- C. Receipt of plumbing repairs is required or if a customer made repairs, a visual verification by the city is necessary.
- D. The credit will be for water only.
- E. In no situation can the credit reduce the bill to less than the minimum charge for any single month or the average bill for the previous three months.

Normal usage will be determined by comparison with the previous month's consumption, the month after, or the consumption used during the same period of the previous year, taking into consideration any abnormal weather conditions. Prorations may be used by obtaining a new reading and projecting a monthly usage based on a thirty (30) day period. In the event a full year's history is not available, then the normal usage is determined by the average monthly consumption usage.

Only one adjustment per year (12 previous months) may be allowed on any account. On circumstances where the leak occurred affecting two (2) months' consumption, an extension may

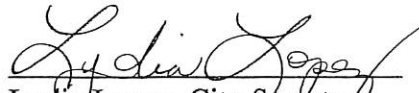
be granted to the consecutive month affected. The extension under these circumstances may be considered as one adjustment.

Under no circumstances will the payment due be withheld or extended due to an investigation. Customers will be notified to pay when the bill is due. Large bills may be considered for payment over time. The payment will be determined considering the amount of the bill and the customer's payment history.

PASSED AND ADOPTED this 5th day of March, 2007.



ATTEST.


Lydia Lopez, City Secretary

CITY OF HEWITT


Charles D. Turner, Mayor

HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2f.



MEMORANDUM

FROM: Adam Miles, City Manager
TO: Mayor and City Council 
DATE: February 2, 2018
RE: Emergency Medical Services RFP schedule

The City of Hewitt participates with surrounding cities to procure emergency medical services and ambulance transport for area residents. Hewitt residents currently enjoy a subsidy free emergency ambulance service based on the interlocal cooperation between cities. The current agreement is with East Texas Medical Center (ETMC) out of Tyler. The current agreement is set to expire in the coming months.

Partnering with the other cities, the City of Waco has taken the lead in soliciting Requests for Proposals (RFP's) from qualified companies to provide these services. Below is a summary of key dates related to the RFP.

Proposals were due - February 1, 2018 – 2:00pm

Opening – February 1, 2018 – 2:01pm

Proposal will then be evaluated and interviews or presentations will be scheduled.

Final ranking will be presented to Purchasing.

Purchasing make formal notification of selection.

After notification – 5 day period for any protest.

The selection will be scheduled to go to Waco City Council on March 6, 2018.

Other partner cities will schedule consideration based on their regular meeting dates.

HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2g.

HEWITT

FINANCIAL STATEMENTS

DECEMBER 31, 2017

(unaudited)

GENERAL FUND

GENERAL FUND
BALANCE SHEET (unaudited)
FOR THE PERIOD ENDING DECEMBER 31, 2017

10-10110-00-00	CASH ON HAND	\$	850.00		
10-10120-00-00	GENERAL FUND OPERATING ACCOUNT		1,217,931.41		
10-10140-00-00	CITY PAYROLL ACCT		750.13		
10-10160-00-00	HEWITT HEALTH INS TRUST ACCT		585.67	1,220,117.21	Total Operating Funds
10-10124-00-00	ALLIANCE BANK CD-90 DAY RESERVE		877,092.38		
10-10125-00-00	GENERAL FUND-90 DAY RESERVE		3,567.00		
10-10200-00-00	TEXPOOL-90 Day Reserves		84,427.92		
10-10269-00-00	LEGACY CD - 90 DAY RESERVE		781,548.78	1,746,636.08	Total 90 Day Reserves
10-10135-00-00	GF STREET CONSTRUCTION RESERVE		793.66		
10-10201-00-00	TEXPOOL-STREET RESERVE		10,658.11		
10-10265-00-00	SOUTHSIDE BANK-ST RES		206,340.95	217,792.72	Total Street Reserve
10-10130-00-00	GF INTEREST & SINKING ACCOUNT		975,318.16		
10-10203-00-00	TEXPOOL-GF I&S ACCT		1,759.44	977,077.60	Total Debt Service
10-10138-00-00	PEG ACCOUNT		315,431.03	315,431.03	PEG Funds
10-10142-00-00	FSA/HAS ACCT-FNBCT			6,550.02	
10-10330-00-00	TAXES RECEIVABLE			105,321.78	
10-10335-00-00	ALLOWANCE FOR D/A			(200,596.26)	
10-10340-00-00	SALES TAX RECEIVABLE			406,073.64	
10-10350-00-00	FRANCHISE TAX RECEIVABLE			182,705.08	
10-10360-00-00	FINES RECEIVABLE			267,461.87	
	TOTAL ASSETS		\$	5,244,570.77	
10-20135-00-00	HEALTH INSURANCE			(461.32)	
10-20200-00-00	ACCRUED SALARIES			154,599.45	
10-20300-00-00	ACCOUNTS PAYABLE			115,417.56	
10-20310-00-00	STATE COURT PAYABLE			0.05	
10-20430-00-00	COURT SEC, TECH & JV FEES			1,915.55	
10-20440-00-00	PEG CABLE ACCOUNT			9,345.85	
10-20615-00-00	DUE FROM GF CAPITAL PROJECTS			(100,000.00)	
10-20617-00-00	DUE TO 2017 BOND FUND			5,132.69	
10-20620-00-00	DUE TO UTILITY FUND			44.26	
1020700-00-00	AMPHITHEATER DEPOSITS			1,385.00	
10-20750-00-00	DEFERRED REVENUE-Taxes			105,321.78	
10-20751-00-00	DEFERRED REVENUE-Court			66,865.47	
	TOTAL LIABILITIES		\$	359,566.34	
10-22000-00-00	GENERAL FUND BALANCE		\$	3,573,406.98	
	NET INCOME			1,311,597.45	
	TOTAL FUND BALANCE			4,885,004.43	
	TOTAL LIABILITIES AND FUND BALANCE		\$	5,244,570.77	

GENERAL FUND - REVENUE & EXPENDITURES for period ending DECEMBER 30, 2017

ACCOUNT DESCRIPTIONS	MTD ACTUAL	FY 17/18 ACTUAL	FY 17/18 BUDGET	REMAINING	YTD %: 25.00%
AD VALOREM TAXES-Operations	1,164,781.98	1,398,024.05	2,704,482.00	1,306,457.95	51.7%
AD VALOREM TAXES-Debt Service	770,168.02	934,993.61	1,815,518.00	880,524.39	51.5%
SALES TAX REVENUE	185,993.05	592,066.69	2,212,000.00	1,619,933.31	26.8%
MIXED BEVERAGE TAX	369.90	1,354.74	5,000.00	3,645.26	27.1%
CABLE FRANCHISE FEE	-	46,729.27	204,000.00	157,270.73	22.9%
ELECTRICITY FRANCHISE FEE	-	127,297.09	420,000.00	292,702.91	30.3%
SOLID WASTE FRANCHISE FEE	21,915.76	57,441.94	242,674.00	185,232.06	23.7%
NATURAL GAS FRANCHISE FEE	-	-	20,000.00	20,000.00	0.0%
TELECOMMUNICATIONS	75.33	10,175.34	46,800.00	36,624.66	21.7%
WATER FRANCHISE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
SEWER FRANCHISE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
PERMITS FOR ALCOHOL	-	-	-	-	0.0%
PUBLIC SAFETY FINES & FEES	7,735.24	20,689.22	100,000.00	79,310.78	20.7%
CHILD SAFETY FEE	-	-	17,500.00	17,500.00	0.0%
PERMIT REVENUE	6,116.72	47,605.89	110,000.00	62,394.11	43.3%
INTEREST REVENUE	2,573.74	6,377.94	17,500.00	11,122.06	36.4%
UTILITY FUND ADMIN FEE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
UF PAYT IN LIEU OF TAX	9,166.66	27,499.98	110,000.00	82,500.02	25.0%
LIBRARY FINES & FEES	5,946.04	8,323.10	20,000.00	11,676.90	41.6%
POLICE RECORDS REVENUE	6.00	1,013.80	6,000.00	4,986.20	16.9%
MISD REIMBURSEMENT	-	28,097.75	112,391.00	84,293.25	25.0%
PARK REVENUE	4,670.00	7,336.46	30,000.00	22,663.54	24.5%
PCARD REBATE	-	28,156.01	40,000.00	11,843.99	70.4%
MISCELLANEOUS REVENUE	(738.81)	(2,349.79)	15,000.00	17,349.79	-15.7%
LIBRARY GRANTS	1,138.10	1,138.10	11,000.00	9,861.90	10.3%
JUVENILE CASE MANAGEMENT	-	-	5,000.00	5,000.00	0.0%
SALE OF ASSETS	-	-	-	-	0.0%
TOTAL REVENUE	2,252,417.74	3,559,471.22	9,134,865.00	\$ 5,575,393.78	39.0%
POLICE DEPARTMENT	213,972.90	750,933.85	3,008,878.51	2,257,944.66	25.0%
COMMUNITY SERVICES	41,818.66	143,913.25	697,373.00	553,459.75	20.6%
FIRE DEPARTMENT	100,727.67	346,983.49	1,303,946.00	956,962.51	26.6%
LIBRARY	45,458.91	143,594.69	633,343.00	489,748.31	22.7%
GF ADMINISTRATION	40,578.00	134,831.34	614,755.00	479,923.66	21.9%
COMMUNITY DEV	17,475.07	70,290.41	353,862.00	283,571.59	19.9%
FINANCE DEPARTMENT	30,897.57	73,123.52	313,942.00	240,818.48	23.3%
MUNICIPAL COURT	13,247.28	44,473.21	184,708.00	140,234.79	24.1%
HUMAN RESOURCES	7,221.84	22,463.32	134,602.00	112,138.68	16.7%
GF DEBT SERVICE	401,704.19	517,266.69	1,815,517.67	1,298,250.98	28.5%
TOTAL EXPENDITURES	913,102.09	2,247,873.77	9,060,927.18	6,813,053.41	24.8%
NET INCOME (LOSS) \$	1,339,315.65	\$ 1,311,597.45	73,937.82	(1,237,659.63)	

GENERAL FUND - REVENUE & EXPENDITURES - DECEMBER 31, 2016 (Continued)(Prior Year)

ACCOUNT DESCRIPTIONS	MTD ACTUAL	FY 16/17 ACTUAL	FY 16/17 BUDGET	YTD %: 25.00%	VARIANCE
AD VALOREM TAXES-Operations	933,008.02	1,132,814.97	2,495,652.00	45.4%	265,209.08
AD VALOREM TAXES-Debt Service	766,167.43	924,159.07	1,660,348.00	55.7%	10,834.54
SALES TAX REVENUE	153,160.73	504,310.43	2,154,000.00	23.4%	87,756.26
MIXED BEVERAGE TAX	-	956.91	4,500.00	21.3%	397.83
CABLE FRANCHISE FEE	-	48,755.80	197,378.00	24.7%	(2,026.53)
ELECTRICITY FRANCHISE FEE	-	123,629.73	415,000.00	29.8%	3,667.36
SOLID WASTE FRANCHISE FEE	16,012.52	145,054.21	192,000.00	75.5%	(87,612.27)
NATURAL GAS FRANCHISE FEE	-	-	20,000.00	0.0%	-
TELECOMMUNICATIONS	293.80	11,969.86	52,000.00	23.0%	(1,794.52)
WATER FRANCHISE	12,083.34	36,250.02	275,000.00	13.2%	36,249.99
SEWER FRANCHISE	11,250.00	33,750.00	275,000.00	12.3%	38,750.01
PERMITS FOR ALCOHOL	60.00	60.00	-	0.0%	(60.00)
PUBLIC SAFETY FINES & FEES	6,755.50	18,342.05	230,000.00	8.0%	2,347.17
CHILD SAFETY FEE	-	-	17,500.00	0.0%	-
PERMIT REVENUE	3,157.42	26,408.89	150,000.00	17.6%	21,197.00
INTEREST REVENUE	1,720.46	4,793.37	13,300.00	36.0%	1,584.57
UTILITY FUND ADMIN FEE	19,583.33	58,749.99	275,000.00	21.4%	13,750.02
UF PAYT IN LIEU OF TAX	3,750.00	11,250.00	100,000.00	11.3%	16,249.98
LIBRARY FINES & FEES	1,407.87	3,902.44	12,000.00	32.5%	4,420.66
POLICE RECORDS REVENUE	-	503.00	6,000.00	8.4%	510.80
MISD REIMBURSEMENT	-	-	95,457.00	0.0%	28,097.75
PARK REVENUE	1,080.00	2,405.00	43,500.00	5.5%	4,931.46
PCARD REBATE	-	39,375.47	40,000.00	0.0%	(11,219.46)
MISCELLANEOUS REVENUE	(601.55)	9,084.04	15,000.00	60.6%	(11,433.83)
LIBRARY GRANTS	719.93	1,808.71	5,500.00	32.9%	(670.61)
JUVENILE CASE MANAGEMENT	-	-	10,000.00	0.0%	-
SALE OF ASSETS	-	-	75,000.00	0.0%	-
TOTAL REVENUE	1,929,608.80	3,138,333.96	8,829,135.00	35.5%	421,137.26
POLICE DEPARTMENT	303,809.63	801,029.62	2,810,914.00	28.5%	(50,095.77)
COMMUNITY SERVICES	83,419.57	270,337.58	730,220.00	37.0%	(126,424.33)
FIRE DEPARTMENT	99,356.41	333,620.89	1,285,426.00	26.0%	13,362.60
LIBRARY	43,186.70	155,099.23	578,241.00	26.8%	(11,504.54)
GF ADMINISTRATION	37,968.62	142,780.29	611,166.00	23.4%	(7,948.95)
COMMUNITY DEV	64,472.20	135,779.15	462,296.00	29.4%	(65,488.74)
FINANCE DEPARTMENT	15,910.24	72,331.22	365,303.00	19.8%	792.30
MUNICIPAL COURT	12,750.09	43,327.67	175,865.00	24.6%	1,145.54
HUMAN RESOURCES	6,665.19	21,704.16	138,902.00	15.6%	759.16
GF DEBT SERVICE	343,412.45	492,530.20	1,660,348.03	29.7%	24,736.49
TOTAL EXPENDITURES	1,010,951.10	2,468,540.01	8,818,681.03	28.0%	(220,666.24)
NET INCOME (LOSS) \$	\$ 918,657.70	\$ 669,793.95	10,453.97		\$ 641,803.50

GENERAL FUND
POLICE DEPARTMENT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
50100	SALARIES - REGULAR	\$ 133,831.76	\$ 468,075.88	\$ 1,756,374.00	\$ 1,288,298.12	26.7%
50105	SALARIES - OVERTIME	6,629.04	19,932.66	84,900.00	64,967.34	23.5%
50110	SALARIES - PART TIME	-	-	-	-	0.0%
50120	SOCIAL SECURITY	10,084.44	35,567.15	140,858.00	105,290.85	25.3%
50125	TX MUNI RETIREMENT	22,234.99	77,251.77	294,512.00	217,260.23	26.2%
50130	EMPLOYEE INSURANCE	16,537.76	49,924.24	254,670.00	204,745.76	19.6%
50135	PRE-EMPLOYMENT EXP	-	-	2,000.00	2,000.00	0.0%
50140	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
50145	WORKER'S COMP INS	4,631.49	13,852.14	60,010.00	46,157.86	23.1%
	TOTAL PERSONNEL	193,949.48	664,603.84	2,593,424.00	1,928,820.16	25.6%
50200	CASE INVESTIGATION	2,297.75	4,768.65	12,500.00	7,731.35	38.1%
50215	FUEL	8,187.45	15,747.30	71,500.00	55,752.70	22.0%
50225	CANINE PROGRAM	50.30	1,003.31	3,590.00	2,586.69	0.0%
50230	OFFICE SUPPLIES	148.65	851.69	6,735.00	5,883.31	12.6%
50235	EQUIPMENT & SUPPLIES	885.19	2,441.94	42,992.51	40,550.57	5.7%
50245	UNIFORM PURCHASE	100.06	1,160.37	12,250.00	11,089.63	9.5%
	TOTAL SUPPLIES	11,669.40	25,973.26	149,567.51	123,594.25	17.4%
50300	BUILDING MAINTENANCE	356.86	1,474.95	10,700.00	9,225.05	13.8%
50350	VEHICLE MAINTENANCE	1,471.36	5,857.23	15,000.00	9,142.77	39.0%
	TOTAL MAINTENANCE	1,828.22	7,332.18	25,700.00	18,367.82	28.5%
50401	ANIMAL CONTROL	6,719.68	14,023.02	45,318.00	31,294.98	30.9%
50404	DUES & SUBSCRIPTIONS	36.30	4,010.63	18,302.00	14,291.37	21.9%
50406	ELECTRIC SERVICE	1,003.64	3,541.92	20,000.00	16,458.08	17.7%
50408	SERVICE CONTRACTS	2,088.61	22,919.26	73,037.00	50,117.74	31.4%
50412	PROFESSIONAL FEES	-	-	-	-	0.0%
50420	TELECOMMUNICATION	1,513.02	5,477.08	21,060.00	15,582.92	26.0%
50421	TRAVEL AND TRAINING	731.80	7,100.16	28,700.00	21,599.84	24.7%
50422	UNIFORM CLEANING	432.75	1,592.50	8,250.00	6,657.50	19.3%
	TOTAL CONTRACTS	12,525.80	58,664.57	214,667.00	156,002.43	27.3%
50610	OFFICE EQUIPMENT	-	360.00	9,570.00	9,210.00	3.8%
50615	OTHER EQUIPMENT	(6,000.00)	(6,000.00)	7,950.00	13,950.00	-75.5%
50635	VEHICLES	-	-	8,000.00	8,000.00	0.0%
	TOTAL CAPITAL OUTLAY	(6,000.00)	(5,640.00)	25,520.00	31,160.00	-22.1%
	TOTAL POLICE DEPARTMENT	\$ 213,972.90	\$ 750,933.85	\$ 3,008,878.51	\$ 2,257,944.66	25.0%

RECAP:

1	POLICE DEPT - ADMINISTRATION	29,763.81	135,556.39
2	POLICE DEPT - PATROL	120,133.53	411,668.85
3	POLICE DEPT - CID	25,428.13	80,046.00
4	POLICE DEPT - COMMUNICATIONS	22,790.08	78,273.32
5	POLICE DEPT - ANIMAL CONTROL	10,986.60	28,797.93
6	POLICE DEPT-CODE ENFORCEMENT	4,870.75	16,591.36
		<u>213,972.90</u>	<u>750,933.85</u>

GENERAL FUND
POLICE DEPARTMENT-ADMINISTRATION
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-41-01	SALARIES - ADMINISTRATION	\$ 24,040.22	\$ 83,451.88	\$ 271,955.00	\$ 188,503.12	30.7%
10-50105-41-01	SALARIES - OT	61.55	225.67	1,500.00	1,274.33	0.0%
10-50110-41-01	SALARIES - PT	-	-	-	-	0.0%
10-50120-41-01	SOCIAL SECURITY	1,751.54	6,124.58	20,919.00	14,794.42	29.3%
10-50125-41-01	TMRS	3,815.31	13,246.16	43,739.00	30,492.84	30.3%
10-50130-41-01	EMPLOYEE INSURANCE	2,507.98	7,523.94	26,120.00	18,596.06	28.8%
10-50135-41-01	PRE-EMPLOYMENT EXP	-	-	250.00	250.00	0.0%
10-50140-41-01	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-41-01	WORKERS COMP	250.29	735.83	3,243.00	2,507.17	22.7%
	TOTAL PERSONNEL	32,426.89	111,308.06	367,826.00	256,517.94	30.3%
10-50215-41-01	FUEL	261.46	644.48	4,500.00	3,855.52	14.3%
10-50230-41-01	OFFICE SUPPLIES	148.65	632.88	2,110.00	1,477.12	30.0%
10-50235-41-01	OTHER EQUIP & SUPPLIES	197.54	403.21	1,000.00	596.79	40.3%
10-50245-41-01	UNIFORM PURCHASE	-	60.33	800.00	739.67	7.5%
	TOTAL SUPPLIES	607.65	1,740.90	8,410.00	6,669.10	20.7%
10-50300-41-01	BUILDING MAINTENANCE	356.86	1,474.95	10,700.00	9,225.05	13.8%
10-50350-41-01	VEHICLE MAINTENANCE	53.88	86.83	1,000.00	913.17	8.7%
	TOTAL MAINTENANCE	410.74	1,561.78	11,700.00	10,138.22	13.3%
10-50404-41-01	DUES AND SUBSCRIPTIONS	-	1,356.46	4,950.00	3,593.54	27.4%
10-50406-41-01	ELECTRIC SERVICE	1,003.64	3,541.92	20,000.00	16,458.08	17.7%
10-50408-41-01	SERVICE CONTRACTS	548.58	17,790.16	33,878.00	16,087.84	52.5%
10-50412-41-01	MISC PROFESSIONAL FEES	-	-	-	-	0.0%
10-50420-41-01	TELECOMMUNICATION	766.31	2,983.54	8,000.00	5,016.46	37.3%
10-50421-41-01	TRAVEL AND TRAINING	-	1,168.32	13,700.00	12,531.68	8.5%
10-50422-41-01	UNIFORM CLEANING	-	105.25	750.00	644.75	14.0%
	TOTAL CONTRACTS	2,318.53	26,945.65	81,278.00	54,332.35	33.2%
10-50610-41-01	OFFICE EQUIPMENT	-	-	750.00	750.00	0.0%
10-50615-41-01	OTHER EQUIPMENT	(6,000.00)	(6,000.00)	750.00	6,750.00	-800.0%
10-50635-41-01	VEHICLES	-	-	-	-	0.0%
	TOTAL CAPITAL OUTLAY	(6,000.00)	(6,000.00)	1,500.00	7,500.00	-400.0%
	TOTAL ADMINISTRATION	\$ 29,763.81	\$ 135,556.39	\$ 470,714.00	\$ 335,157.61	28.8%

GENERAL FUND
POLICE DEPARTMENT - PATROL
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-41-02	SALARIES - PATROL	\$ 77,399.71	\$ 269,586.80	\$ 1,000,314.00	\$ 730,727.20	27.0%
10-50105-41-02	OVERTIME - PATROL	1,543.74	10,776.50	52,000.00	41,223.50	20.7%
10-50120-41-02	SOCIAL SECURITY	5,629.03	20,260.21	80,502.00	60,241.79	25.2%
10-50125-41-02	TMRS	12,496.78	44,381.53	168,318.00	123,936.47	26.4%
10-50130-41-02	EMPLOYEE INSURANCE	8,901.85	27,156.58	137,130.00	109,973.42	19.8%
10-50135-41-02	PRE-EMPLOYMENT EXP	-	-	750.00	750.00	0.0%
10-50145-41-02	WORKERS COMP	3,431.82	10,355.61	44,466.00	34,110.39	23.3%
	TOTAL PERSONNEL	109,402.93	382,517.23	1,483,480.00	1,100,962.77	25.8%
10-50215-41-02	FUEL	6,045.55	11,473.21	52,500.00	41,026.79	21.9%
10-50225-41-02	CANINE PROGRAM	50.30	1,003.31	3,590.00	2,586.69	0.0%
10-50230-41-02	OFFICE SUPPLIES	-	9.95	1,800.00	1,790.05	0.6%
10-50235-41-02	OTHER EQUIP & SUPPLIES	646.69	1,163.47	31,762.26	30,598.79	3.7%
10-50245-41-02	UNIFORM PURCHASE	100.06	1,100.04	9,000.00	7,899.96	12.2%
	TOTAL SUPPLIES	6,842.60	14,749.98	98,652.26	83,902.28	15.0%
10-50350-41-02	VEHICLE MAINTENANCE	1,298.09	5,651.01	9,000.00	3,348.99	62.8%
	TOTAL MAINTENANCE	1,298.09	5,651.01	9,000.00	3,348.99	62.8%
10-50404-41-02	DUES AND SUBSCRIPTIONS	-	496.53	300.00	(196.53)	165.5%
10-50408-41-02	SERVICE CONTRACTS	1,036.11	2,754.85	11,293.00	8,538.15	24.4%
10-50420-41-02	TELECOMMUNICATION	480.75	1,719.84	7,000.00	5,280.16	24.6%
10-50421-41-02	TRAVEL AND TRAINING	731.80	2,560.41	5,500.00	2,939.59	46.6%
10-50422-41-02	UNIFORM CLEANING	341.25	1,219.00	4,000.00	2,781.00	30.5%
	TOTAL CONTRACTS	2,589.91	8,750.63	28,093.00	19,342.37	31.1%
10-50610-41-02	OFFICE EQUIPMENT	-	-	4,500.00	4,500.00	0.0%
10-50615-41-02	OTHER EQUIPMENT	-	-	2,700.00	2,700.00	0.0%
10-50635-41-02	VEHICLES	-	-	8,000.00	8,000.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	15,200.00	15,200.00	0.0%
	TOTAL PATROL	\$ 120,133.53	\$ 411,668.85	\$ 1,634,425.26	\$ 1,222,756.41	25.2%

GENERAL FUND
POLICE DEPARTMENT - CRIMINAL INVESTIGATION
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-41-03	SALARIES - CID	\$ 12,067.16	\$ 42,016.26	\$ 192,889.00	\$ 150,872.74	21.8%
10-50105-41-03	OVERTIME - CID	3,354.94	4,997.14	15,000.00	10,002.86	33.3%
10-50120-41-03	SOCIAL SECURITY	1,142.05	3,512.58	15,904.00	12,391.42	22.1%
10-50125-41-03	TMRS	2,441.33	7,442.22	33,252.00	25,809.78	22.4%
10-50130-41-03	EMPLOYEE INSURANCE	1,661.57	4,828.16	32,650.00	27,821.84	14.8%
10-50135-41-03	PRE-EMPLOYMENT EXP			250.00	250.00	0.0%
10-50145-41-03	WORKERS COMP	579.19	1,692.43	7,505.00	5,812.57	22.6%
	TOTAL PERSONNEL	21,246.24	64,488.79	297,450.00	232,961.21	21.7%
10-50200-41-03	CASE INVESTIGATION	2,297.75	4,768.65	12,500.00	7,731.35	38.1%
10-50215-41-03	FUEL	1,336.39	2,521.79	8,000.00	5,478.21	31.5%
10-50230-41-03	OFFICE SUPPLIES	-	168.88	550.00	381.12	30.7%
10-50235-41-03	OTHER EQUIP & SUPPLIES	40.96	477.24	7,600.00	7,122.76	6.3%
10-50245-41-03	UNIFORM PURCHASE	-	-	650.00	650.00	0.0%
	TOTAL SUPPLIES	3,675.10	7,936.56	29,300.00	21,363.44	27.1%
10-50350-41-03	VEHICLE MAINTENANCE	119.39	119.39	2,000.00	1,880.61	6.0%
	TOTAL MAINTENANCE	119.39	119.39	2,000.00	1,880.61	6.0%
10-50404-41-03	DUES & SUBSCRIPTIONS	36.30	2,157.64	12,502.00	10,344.36	0.0%
10-50408-41-03	SERVICE CONTRACTS	222.19	1,600.38	6,000.00	4,399.62	0.0%
10-50420-41-03	TELECOMMUNICATION	81.41	238.31	2,200.00	1,961.69	10.8%
10-50421-41-03	TRAVEL AND TRAINING	-	3,371.43	4,000.00	628.57	84.3%
10-50422-41-03	UNIFORM CLEANING	47.50	133.50	2,200.00	2,066.50	6.1%
	TOTAL CONTRACTS	387.40	7,501.26	26,902.00	19,400.74	27.9%
10-50610-41-03	OFFICE EQUIPMENT	-	-	1,120.00	1,120.00	0.0%
10-50615-41-03	OTHER EQUIPMENT	-	-	2,000.00	2,000.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	3,120.00	3,120.00	0.0%
	TOTAL CID	\$ 25,428.13	\$ 80,046.00	\$ 358,772.00	\$ 278,726.00	22.3%

GENERAL FUND
POLICE DEPARTMENT - TELECOMMUNICATIONS
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-41-04	SALARIES - TELECOM	\$ 14,579.21	\$ 52,890.47	\$ 217,641.00	\$ 164,750.53	24.3%
10-50105-41-04	OVERTIME-TELECOM	1,556.35	3,372.48	15,000.00	11,627.52	22.5%
10-50110-41-04	PART TIME-TELECOM	-	-	-	-	0.0%
10-50120-41-04	SOCIAL SECURITY	1,137.91	4,159.53	17,797.00	13,637.47	23.4%
10-50125-41-04	TMRS	2,554.26	8,906.42	37,211.00	28,304.58	23.9%
10-50130-41-04	EMPLOYEE INSURANCE	2,579.17	7,753.99	45,710.00	37,956.01	17.0%
10-50135-41-04	PRE-EMPLOYMENT EXP	-	-	250.00	250.00	0.0%
10-50145-41-04	WORKERS COMP	139.42	418.26	1,806.00	1,387.74	23.2%
	TOTAL PERSONNEL	22,546.32	77,501.15	335,415.00	257,913.85	23.1%
10-50230-41-04	OFFICE SUPPLIES	-	39.98	1,500.00	1,460.02	2.7%
10-50235-41-04	OTHER EQUIP & SUPPLIES	-	86.60	1,000.00	913.40	8.7%
10-50245-41-04	UNIFORM PURCHASE	-	-	1,000.00	1,000.00	0.0%
	TOTAL SUPPLIES	-	126.58	3,500.00	3,373.42	3.6%
10-50404-41-04	DUES AND SUBSCRIPTIONS	-	-	200.00	200.00	0.0%
10-50408-41-04	SERVICE CONTRACTS	176.13	457.07	18,566.00	18,108.93	2.5%
10-50420-41-04	TELECOMMUNICATIONS	67.63	188.52	1,560.00	1,371.48	12.1%
10-50421-41-04	TRAVEL AND TRAINING	-	-	4,000.00	4,000.00	0.0%
	TOTAL CONTRACTS	243.76	645.59	24,326.00	23,680.41	2.7%
10-50610-41-04	OFFICE EQUIPMENT	-	-	1,500.00	1,500.00	0.0%
10-50615-41-04	OTHER EQUIPMENT	-	-	500.00	500.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	2,000.00	2,000.00	0.0%
	TOTAL TELECOMMUNICATIONS	22,790.08	78,273.32	365,241.00	286,967.68	21.4%

GENERAL FUND
POLICE DEPARTMENT - ANIMAL CONTROL
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-41-05	SALARIES - ACO	\$ 2,529.43	\$ 8,870.09	\$ 31,736.00	\$ 22,865.91	27.9%
10-50105-41-05	OVERTIME-ACO	112.46	372.56	1,200.00	827.44	31.0%
10-50120-41-05	SOCIAL SECURITY	200.18	701.31	2,520.00	1,818.69	27.8%
10-50125-41-05	TMRS	418.21	1,463.11	5,268.00	3,804.89	27.8%
10-50130-41-05	EMPLOYEE INSURANCE	392.58	1,177.74	6,530.00	5,352.26	18.0%
10-50135-41-05	PRE-EMPLOYMENT EXP	-	-	250.00	250.00	0.0%
10-50145-41-05	WORKERS COMP	167.31	501.93	2,168.00	1,666.07	23.2%
	TOTAL PERSONNEL	3,820.17	13,086.74	49,672.00	36,585.26	26.3%
10-50215-41-05	FUEL	346.35	724.60	3,500.00	2,775.40	20.7%
10-50230-41-05	OFFICE SUPPLIES	-	-	275.00	275.00	0.0%
10-50235-41-05	OTHER EQUIP & SUPPLIES	-	311.42	1,130.25	818.83	27.6%
10-50245-41-05	UNIFORM PURCHASE	-	-	400.00	400.00	0.0%
	TOTAL SUPPLIES	346.35	1,036.02	5,305.25	4,269.23	19.5%
10-50350-41-05	VEHICLE MAINTENANCE	-	-	1,500.00	1,500.00	0.0%
	TOTAL MAINTENANCE	-	-	1,500.00	1,500.00	0.0%
10-50401-41-05	ANIMAL CONTROL	6,719.68	14,023.02	45,318.00	31,294.98	30.9%
10-50404-41-05	DUES AND SUBSCRIPTIONS	-	-	150.00	150.00	0.0%
10-50408-41-05	SERVICE CONTRACTS	35.20	105.60	1,200.00	1,094.40	8.8%
10-50420-41-05	TELECOMMUNICATION	65.20	186.55	1,100.00	913.45	17.0%
10-50421-41-05	TRAVEL AND TRAINING	-	-	750.00	750.00	0.0%
10-50422-41-05	UNIFORM CLEANING	-	-	500.00	500.00	0.0%
	TOTAL CONTRACTS	6,820.08	14,315.17	49,018.00	34,702.83	29.2%
10-50610-41-05	OFFICE EQUIPMENT	-	360.00	200.00	(160.00)	180.0%
10-50615-41-05	OTHER EQUIPMENT	-	-	1,500.00	1,500.00	0.0%
	TOTAL CAPITAL OUTLAY	-	360.00	1,700.00	1,340.00	21.2%
	TOTAL ANIMAL CONTROL	\$ 10,986.60	\$ 28,797.93	\$ 107,195.25	\$ 78,397.32	26.9%

GENERAL FUND
POLICE DEPARTMENT - CODE ENFORCEMENT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-41-06	SALARIES - CEO	\$ 3,216.03	\$ 11,260.38	\$ 41,839.00	\$ 30,578.62	26.9%
10-50105-41-06	OVERTIME-OT	-	188.31	200.00	11.69	94.2%
10-50120-41-06	SOCIAL SECURITY	223.73	808.94	3,216.00	2,407.06	25.2%
10-50125-41-06	TMRS	509.10	1,812.33	6,724.00	4,911.67	27.0%
10-50130-41-06	EMPLOYEE INSURANCE	494.61	1,483.83	6,530.00	5,046.17	22.7%
10-50135-41-06	PRE-EMPLOYMENT EXP	-	-	250.00	250.00	0.0%
10-50145-41-06	WORKERS COMP	63.46	148.08	822.00	673.92	18.0%
	TOTAL PERSONNEL	4,506.93	15,701.87	59,581.00	43,879.13	26.4%
10-50215-41-06	FUEL	197.70	383.22	3,000.00	2,616.78	12.8%
10-50230-41-06	OFFICE SUPPLIES	-	-	500.00	500.00	0.0%
10-50235-41-06	OTHER EQUIP & SUPPLIES	-	-	500.00	500.00	0.0%
10-50245-41-06	UNIFORM PURCHASE	-	-	400.00	400.00	0.0%
	TOTAL SUPPLIES	197.70	383.22	4,400.00	4,016.78	8.7%
10-50350-41-06	VEHICLE MAINTENANCE	-	-	1,500.00	1,500.00	0.0%
	TOTAL MAINTENANCE	-	-	1,500.00	1,500.00	0.0%
10-50404-41-06	DUES AND SUBSCRIPTIONS	-	-	200.00	200.00	0.0%
10-50408-41-06	SERVICE CONTRACTS	70.40	211.20	2,100.00	1,888.80	10.1%
10-50420-41-06	TELECOMMUNICATION	51.72	160.32	1,200.00	1,039.68	13.4%
10-50421-41-06	TRAVEL AND TRAINING	-	-	750.00	750.00	0.0%
10-50422-41-06	UNIFORM CLEANING	44.00	134.75	800.00	665.25	16.8%
	TOTAL CONTRACTS	166.12	506.27	5,050.00	4,543.73	10.0%
10-50610-41-06	OFFICE EQUIPMENT	-	-	1,500.00	1,500.00	0.0%
10-50615-41-06	OTHER EQUIPMENT	-	-	500.00	500.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	2,000.00	2,000.00	0.0%
TOTAL CODE ENFORCEMENT		\$ 4,870.75	\$ 16,591.36	\$ 72,531.00	\$ 55,939.64	22.9%

GENERAL FUND
COMMUNITY SERVICES - PARKS & STREETS
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-50-00	SALARIES-COMM SRVCS	\$ 17,922.36	\$ 67,421.24	\$ 285,097.00	\$ 217,675.76	23.6%
10-50105-50-00	SALARIES - OVERTIME	195.61	748.88	14,000.00	13,251.12	5.3%
10-50110-50-00	SALARIES - PART TIME	-	921.01	24,097.00	23,175.99	3.8%
10-50120-50-00	SOCIAL SECURITY	1,313.06	5,237.17	24,724.00	19,486.83	21.2%
10-50125-50-00	TMRS	2,868.08	11,144.27	47,841.00	36,696.73	23.3%
10-50130-50-00	EMPLOYEE INSURANCE	3,010.22	9,955.68	52,240.00	42,284.32	19.1%
10-50135-50-00	PRE-EMPLOYMENT EXP	-	-	750.00	750.00	0.0%
10-50140-50-00	UNEMPLOYMENT INS	-	-	200.00	200.00	0.0%
10-50145-50-00	WORKERS COMP	1,182.69	3,548.07	15,324.00	11,775.93	23.2%
	TOTAL PERSONNEL	26,492.02	98,976.32	464,273.00	365,296.68	21.3%
10-50205-50-00	CHEMICALS	87.16	87.16	1,500.00	1,412.84	5.8%
10-50215-50-00	FUEL	1,051.91	3,030.98	17,000.00	13,969.02	17.8%
10-50220-50-00	JANITORIAL SUPPLIES	116.69	116.69	1,000.00	883.31	11.7%
10-50230-50-00	OFFICE SUPPLIES	52.93	52.93	1,000.00	947.07	5.3%
10-50235-50-00	OTHER EQUIP & SUPPLIES	651.72	1,570.29	13,000.00	11,429.71	12.1%
10-50245-50-00	UNIFORM PURCHASE	-	-	2,000.00	2,000.00	0.0%
	TOTAL SUPPLIES	1,960.41	4,858.05	35,500.00	30,641.95	13.7%
10-50300-50-00	BUILDING MAINTENANCE	550.00	750.00	4,500.00	3,750.00	16.7%
10-50320-50-00	PARK IMPROVEMENTS	-	-	2,500.00	2,500.00	0.0%
10-50330-50-00	PARK MAINTENANCE	412.10	955.98	8,500.00	7,544.02	11.2%
10-50340-50-00	STREET MAINTENANCE	3,125.51	10,497.84	50,000.00	39,502.16	21.0%
10-50350-50-00	VEHICLE MAINTENANCE	157.07	301.70	5,000.00	4,698.30	6.0%
10-50355-50-00	HEAVY EQUIPMENT MAINT	-	333.39	7,500.00	7,166.61	4.4%
	TOTAL MAINTENANCE	4,244.68	12,838.91	78,000.00	65,161.09	16.5%
10-50404-50-00	DUES & SUBSCRIPTIONS	-	-	1,000.00	1,000.00	0.0%
10-50406-50-00	ELECTRIC SERVICE	7,595.08	22,812.64	91,200.00	68,387.36	25.0%
10-50408-50-00	SERVICE CONTRACTS	460.55	1,162.50	14,000.00	12,837.50	8.3%
10-50414-50-00	NATURAL GAS SERVICE	220.31	279.40	1,500.00	1,220.60	18.6%
10-50420-50-00	TELECOMMUNICATION	461.94	1,480.62	5,000.00	3,519.38	29.6%
10-50421-50-00	TRAVEL AND TRAINING	-	-	2,000.00	2,000.00	0.0%
10-50422-50-00	UNIFORM CLEANING	383.67	1,504.81	4,900.00	3,395.19	30.7%
	TOTAL CONTRACTS	9,121.55	27,239.97	119,600.00	92,360.03	22.8%
10-50615-50-00	OTHER IMPROVEMENTS	-	-	-	-	0.0%
	TOTAL CAPITAL OUTLAY	-	-	-	-	0
TOTAL COMMUNITY SERVICES		\$ 41,818.66	\$ 143,913.25	\$ 697,373.00	\$ 553,459.75	20.6%

GENERAL FUND
FIRE DEPARTMENT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-56-00	SALARIES - FIRE DEPT	\$ 66,041.93	\$ 228,615.67	\$ 806,069.00	\$ 577,453.33	28.4%
10-50105-56-00	SALARIES - OVERTIME	1,698.01	7,245.91	20,000.00	12,754.09	36.2%
10-50120-56-00	SOCIAL SECURITY	4,984.46	17,491.45	63,194.00	45,702.55	27.7%
10-50125-56-00	TMRS	10,723.26	37,420.27	132,130.00	94,709.73	28.3%
10-50130-56-00	EMPLOYEE INSURANCE	6,815.90	20,465.12	104,480.00	84,014.88	19.6%
10-50135-56-00	PRE-EMPLOYMENT EXP	71.00	71.00	500.00	429.00	14.2%
10-50140-56-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-56-00	WORKERS COMP	2,378.41	7,135.23	30,818.00	23,682.77	23.2%
	TOTAL PERSONNEL	92,712.97	318,444.65	1,157,291.00	838,846.35	27.5%
10-50200-56-00	CASE INVSTGN/PRVTN	-	669.66	4,000.00	3,330.34	16.7%
10-50215-56-00	FUEL	1,510.78	2,838.82	12,500.00	9,661.18	22.7%
10-50225-56-00	MEDICAL SUPPLIES	708.63	1,366.28	3,000.00	1,633.72	45.5%
10-50230-56-00	OFFICE SUPPLIES	233.81	369.69	3,100.00	2,730.31	11.9%
10-50235-56-00	OTHER EQUIP & SUPPLIES	578.09	6,789.19	28,000.00	21,210.81	24.2%
10-50245-56-00	UNIFORM PURCHASES	436.50	778.50	5,500.00	4,721.50	14.2%
	TOTAL SUPPLIES	3,467.81	12,812.14	56,100.00	43,287.86	22.8%
10-50300-56-00	BUILDING MAINTENANCE	1,507.10	2,648.42	8,100.00	5,451.58	32.7%
10-50350-56-00	VEHICLE MAINTENANCE	871.00	2,705.41	20,000.00	17,294.59	13.5%
	TOTAL MAINTENANCE	2,378.10	5,353.83	28,100.00	22,746.17	19.1%
10-50404-56-00	DUES AND SUBSCRIPTIONS	361.55	1,951.12	2,935.00	983.88	66.5%
10-50406-56-00	ELECTRIC SERVICE	1,003.64	3,541.93	20,000.00	16,458.07	17.7%
10-50408-56-00	SERVICE CONTRACTS	175.95	1,290.22	13,500.00	12,209.78	9.6%
10-50412-56-00	MISC PROFESSIONAL SERV	-	-	5,120.00	5,120.00	0.0%
10-50420-56-00	TELECOMMUNICATION	553.65	2,026.60	5,500.00	3,473.40	36.8%
10-50421-56-00	TRAVEL AND TRAINING	74.00	1,563.00	12,000.00	10,437.00	13.0%
10-50422-56-00	UNIFORM CLEANING	-	-	3,400.00	3,400.00	0.0%
	TOTAL CONTRACTS	2,168.79	10,372.87	62,455.00	52,082.13	16.6%
10-50620-56-00	OTHER IMPROVEMENTS	-	-	-	-	0.0%
	TOTAL CAPITAL OUTLAY	-	-	-	-	0.0%
	TOTAL FIRE DEPARTMENT	\$ 100,727.67	\$ 346,983.49	\$ 1,303,946.00	\$ 956,962.51	26.6%

GENERAL FUND
HEWITT PUBLIC LIBRARY
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-59-00	SALARIES - LIBRARY	\$ 18,822.45	\$ 65,844.04	\$ 263,606.00	\$ 197,761.96	25.0%
10-50110-59-00	PART TIME -LIBRARY	7,254.73	25,453.28	92,654.00	67,200.72	27.5%
10-50120-59-00	SOCIAL SECURITY	1,887.20	6,661.08	27,254.00	20,592.92	24.4%
10-50125-59-00	TMRS	3,211.41	11,261.19	42,164.00	30,902.81	26.7%
10-50130-59-00	EMPLOYEE INSURANCE	3,006.31	9,018.93	45,710.00	36,691.07	19.7%
10-50135-59-00	PRE-EMPLOYMENT EXP	48.00	64.00	375.00	311.00	17.1%
10-50140-59-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-59-00	WORKERS COMP	114.23	342.69	1,480.00	1,137.31	23.2%
	TOTAL PERSONNEL	34,344.33	118,645.21	473,343.00	354,697.79	25.1%
10-50230-59-00	LIBRARY SUPPLIES	1,756.13	2,715.35	9,000.00	6,284.65	30.2%
10-50235-59-00	OTHER EQUIP & SUPPLIES	405.08	993.90	1,000.00	6.10	99.4%
10-50240-59-00	POSTAGE	325.16	627.45	2,500.00	1,872.55	25.1%
	TOTAL SUPPLIES	2,486.37	4,336.70	12,500.00	8,163.30	34.7%
10-50300-59-00	BUILDING MAINTENANCE	11.10	154.96	500.00	345.04	31.0%
	TOTAL MAINTENANCE	11.10	154.96	500.00	345.04	31.0%
10-50400-59-00	ADVERTISING	189.44	189.44	4,500.00	4,310.56	4.2%
10-50404-59-00	DUES AND SUBSCRIPTIONS	1,169.40	1,836.89	8,000.00	6,163.11	23.0%
10-50406-59-00	ELECTRIC SERVICE	1,003.64	3,541.92	20,000.00	16,458.08	17.7%
10-50408-59-00	SERVICE CONTRACTS	2,925.68	6,501.49	27,000.00	20,498.51	24.1%
10-50412-59-00	EDUCATIONAL SERVICES	1,599.96	3,460.27	20,000.00	16,539.73	17.3%
10-50420-59-00	TELECOMMUNICATION	230.96	762.37	4,000.00	3,237.63	19.1%
10-50421-59-00	TRAVEL & TRAINING	696.05	1,149.34	8,000.00	6,850.66	14.4%
	TOTAL CONTRACTS	7,815.13	17,441.72	91,500.00	74,058.28	19.1%
10-50600-59-00	BOOKS/ AV MATERIALS	801.98	1,059.09	45,000.00	43,940.91	2.4%
10-50605-59-00	ELECTRONIC MEDIA	-	1,957.01	10,000.00	8,042.99	19.6%
10-50620-59-00	OTHER IMPROVEMENTS	-	-	500.00	500.00	0.0%
	TOTAL CAPITAL OUTLAY	801.98	3,016.10	55,500.00	52,483.90	5%
	TOTAL LIBRARY	\$ 45,458.91	\$ 143,594.69	\$ 633,343.00	\$ 489,748.31	22.7%

GENERAL FUND
ADMINISTRATION
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-61-00	SALARIES - ADMINISTRATION	\$ 24,419.80	\$ 85,133.10	\$ 318,723.00	\$ 233,589.90	26.7%
10-50110-61-00	SALARIES - PART TIME	-	-	9,360.00	9,360.00	0.0%
10-50120-61-00	SOCIAL SECURITY	1,085.35	4,598.81	25,098.00	20,499.19	18.3%
10-50125-61-00	TMRS	3,865.65	13,476.56	52,477.00	39,000.44	25.7%
10-50130-61-00	EMPLOYEE INSURANCE	1,598.15	4,794.00	19,590.00	14,796.00	24.5%
10-50135-61-00	PRE-EMPLOYMENT EXP	-	-	100.00	100.00	0.0%
10-50140-61-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-61-00	WORKERS COMP	46.45	139.35	602.00	462.65	23.1%
	TOTAL PERSONNEL	31,015.40	108,141.82	426,050.00	317,908.18	25.4%
10-50210-61-00	ELECTION EXPENSE	-	-	2,500.00	2,500.00	0.0%
10-50215-61-00	FUEL	-	53.44	1,000.00	946.56	5.3%
10-50230-61-00	OFFICE SUPPLIES	337.84	508.51	1,500.00	991.49	33.9%
10-50235-61-00	OTHER EQUIP & SUPPLIES	231.98	405.21	5,000.00	4,594.79	8.1%
10-50240-61-00	POSTAGE	16.00	31.54	300.00	268.46	0.0%
10-50245-61-00	UNIFORM PURCHASE	-	-	300.00	300.00	0.0%
	TOTAL SUPPLIES	585.82	998.70	10,600.00	9,601.30	9.4%
10-50350-61-00	VEHICLE MAINTENANCE	231.54	231.54	1,000.00	768.46	23.2%
	TOTAL MAINTENANCE	231.54	231.54	1,000.00	768.46	23.2%
10-50400-61-00	ADVERTISING	472.04	749.08	3,500.00	2,750.92	21.4%
10-50403-61-00	CONTINGENCY	-	-	2,500.00	2,500.00	0.0%
10-50404-61-00	DUES AND SUBSCRIPTIONS	260.00	1,242.25	10,000.00	8,757.75	12.4%
10-50406-61-00	ELECTRIC SERVICE	1,003.63	3,541.91	20,000.00	16,458.09	17.7%
10-50408-61-00	SERVICE CONTRACTS	1,490.60	3,487.14	9,605.00	6,117.86	36.3%
10-50409-61-00	HEALTH DISTRICT	-	-	22,000.00	22,000.00	0.0%
10-50411-61-00	LEGAL SERVICES	964.58	964.58	15,000.00	14,035.42	6.4%
10-50412-61-00	MISC PROFESSIONAL FEES	900.00	900.00	21,000.00	20,100.00	4.3%
10-50415-61-00	PROP/LIAB INSURANCE	3,140.66	9,971.20	40,000.00	30,028.80	24.9%
10-50420-61-00	TELECOMMUNICATION	307.95	1,018.67	4,000.00	2,981.33	25.5%
10-50421-61-00	TRAVEL AND TRAINING	205.78	3,584.45	18,000.00	14,415.55	19.9%
10-50425-61-00	WASTE - HOUSEHOLD	-	-	10,000.00	10,000.00	0.0%
	TOTAL CONTRACTS	8,745.24	25,459.28	175,605.00	150,145.72	14.5%
10-50610-61-00	OFFICE EQUIPMENT	-	-	1,500.00	1,500.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	1,500.00	1,500.00	0.0%
	TOTAL ADMINISTRATION	\$ 40,578.00	\$ 134,831.34	\$ 614,755.00	\$ 479,923.66	21.9%

GENERAL FUND
COMMUNITY DEVELOPMENT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-63-00	SALARIES-COMM DEVELOPM	10,547.42	45,091.07	204,900.00	159,808.93	22.0%
10-50105-63-00	SALARIES - OVERTIME	-	-	2,500.00	2,500.00	0.0%
10-50120-63-00	SOCIAL SECURITY	699.25	3,115.14	15,866.00	12,750.86	19.6%
10-50125-63-00	TMRS	1,669.65	7,137.90	32,774.00	25,636.10	21.8%
10-50130-63-00	EMPLOYEE INSURANCE	947.92	3,384.50	26,120.00	22,735.50	13.0%
10-50135-63-00	PRE-EMPLOYMENT EXP	37.00	37.00	250.00	213.00	14.8%
10-50145-63-00	WORKERS COMP	262.59	830.07	3,402.00	2,571.93	24.4%
	TOTAL PERSONNEL	14,163.83	59,595.68	285,812.00	226,216.32	20.9%
10-50215-63-00	FUEL	760.35	1,378.02	4,000.00	2,621.98	34.5%
10-50220-63-00	JANITORIAL SUPPLIES	554.97	1,097.46	5,000.00	3,902.54	21.9%
10-50230-63-00	OFFICE SUPPLIES	-	132.57	2,000.00	1,867.43	6.6%
10-50235-63-00	OTHER EQUIP & SUPPLIES	-	36.73	3,500.00	3,463.27	1.0%
10-50240-63-00	POSTAGE	-	-	150.00	150.00	0.0%
10-50245-63-00	UNIFORM PURCHASE	-	-	750.00	750.00	0.0%
	TOTAL SUPPLIES	1,315.32	2,644.78	15,400.00	12,755.22	17.2%
10-50300-63-00	BUILDING MAINTENANCE	208.39	1,076.78	10,000.00	8,923.22	10.8%
10-50315-63-00	PROPERTY MAINTENANCE	-	157.00	5,000.00	4,843.00	3.1%
10-50350-63-00	VEHICLE MAINTENANCE	7.50	500.34	1,500.00	999.66	33.4%
	TOTAL MAINTENANCE	215.89	1,734.12	16,500.00	14,765.88	10.5%
10-50400-63-00	ADVERTISING	-	219.28	1,250.00	1,030.72	17.5%
10-50404-63-00	DUES AND SUBSCRIPTIONS	135.00	135.00	1,500.00	1,365.00	9.0%
10-50407-63-00	ENGINEERING SERVICES	375.00	1,625.00	7,500.00	5,875.00	21.7%
10-50408-63-00	SERVICE CONTRACTS	868.95	3,070.04	15,000.00	11,929.96	20.5%
10-50410-63-00	INSPECTIONS	-	-	1,000.00	1,000.00	0.0%
10-50420-63-00	TELECOMMUNICATION	376.58	1,174.59	6,100.00	4,925.41	19.3%
10-50421-63-00	TRAVEL AND TRAINING	-	-	2,500.00	2,500.00	0.0%
10-50422-63-00	UNIFORM CLEANING	24.50	91.92	500.00	408.08	18.4%
	TOTAL CONTRACTS	1,780.03	6,315.83	35,350.00	29,034.17	17.9%
10-50610-63-00	OFFICE EQUIPMENT	-	-	800.00	800.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	800.00	800.00	0.0%
TOTAL COMMUNITY DEVELOPMENT		\$ 17,475.07	\$ 70,290.41	\$ 353,862.00	\$ 283,571.59	19.9%

GENERAL FUND
FINANCE DEPARTMENT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date VARIANCE	25.00%
10-50100-64-00	SALARIES - FINANCE	11,019.60	38,568.60	\$ 143,317.00	\$ 104,748.40	26.9%
10-50105-64-00	SALARIES - OVERTIME	-	-	500.00	500.00	0.0%
10-50110-64-00	PART TIME	1,145.12	1,966.15	23,046.00	21,079.85	8.5%
10-50120-64-00	SOCIAL SECURITY	899.70	3,008.20	12,765.00	9,756.80	23.6%
10-50125-64-00	TMRS	1,744.40	6,105.41	23,004.00	16,898.59	26.5%
10-50130-64-00	EMPLOYEE INSURANCE	1,084.69	3,254.07	13,060.00	9,805.93	24.9%
10-50135-64-00	PRE-EMPLOYMENT EXP	-	-	100.00	100.00	0.0%
10-50140-64-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-64-00	WORKERS COMP	46.45	139.35	602.00	462.65	23.1%
	TOTAL PERSONNEL	15,939.96	53,041.78	216,494.00	163,452.22	24.5%
10-50230-64-00	OFFICE SUPPLIES	132.55	192.34	1,500.00	1,307.66	12.8%
10-50240-64-00	POSTAGE	103.42	184.81	800.00	615.19	23.1%
10-50245-64-00	UNIFORM PURCHASE	-	-	200.00	200.00	0.0%
	TOTAL SUPPLIES	235.97	377.15	2,500.00	2,122.85	15.1%
10-50402-64-00	AUDIT SERVICE	-	2,000.00	10,000.00	8,000.00	20.0%
10-50404-64-00	DUES AND SUBSCRIPTIONS	330.00	520.00	2,500.00	1,980.00	20.8%
10-50408-64-00	SERVICE CONTRACTS	1,732.77	4,320.31	26,000.00	21,679.69	16.6%
10-50419-64-00	TAX APPRAISAL DISTRICT	12,627.12	12,627.12	49,416.00	36,788.88	25.6%
10-50420-64-00	TELECOMMUNICATIONS	31.75	237.16	2,136.00	1,898.84	11.1%
10-50421-64-00	TRAVEL AND TRAINING	-	-	4,896.00	4,896.00	0.0%
	TOTAL CONTRACTS	14,721.64	19,704.59	94,948.00	75,243.41	20.8%
10-60610-64-00	OFFICE EQUIPMENT	-	-	-	-	0.0%
	TOTAL CAPITAL OUTLAY	-	-	-	-	0.0%
	TOTAL FINANCE	30,897.57	73,123.52	313,942.00	240,818.48	23.3%

GENERAL FUND
MUNICIPAL COURT
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-65-00	SALARIES - COURT	\$ 7,544.57	\$ 26,403.74	\$ 98,020.00	\$ 71,616.26	26.9%
10-50120-65-00	SOCIAL SECURITY	550.48	1,939.87	7,498.00	5,558.13	25.9%
10-50125-65-00	TMRS	1,194.30	4,179.71	15,678.00	11,498.29	26.7%
10-50130-65-00	EMPLOYEE INSURANCE	1,073.78	3,221.34	13,060.00	9,838.66	24.7%
10-50135-65-00	PRE-EMPLOYMENT EXP	-	-	100.00	100.00	0.0%
10-50140-65-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-65-00	WORKERS COMP	46.45	139.35	602.00	462.65	23.1%
	TOTAL PERSONNEL	10,409.58	35,884.01	135,058.00	99,173.99	26.6%
10-50230-65-00	OFFICE SUPPLIES	-	53.58	1,500.00	1,446.42	3.6%
10-50240-65-00	POSTAGE	20.22	42.91	800.00	757.09	0.0%
10-50245-65-00	UNIFORM PURCHASE	-	-	200.00	200.00	0.0%
	TOTAL SUPPLIES	20.22	96.49	2,500.00	2,403.51	3.9%
10-50404-65-00	DUES AND SUBS	-	322.00	150.00	(172.00)	214.7%
10-50408-65-00	SERVICE CONTRACTS	175.95	527.85	7,500.00	6,972.15	7.0%
10-50413-65-00	MUNICIPAL COURT LEGAL	2,266.00	7,034.00	35,000.00	27,966.00	20.1%
10-50420-65-00	TELECOMMUNICATION	175.53	408.86	2,000.00	1,591.14	20.4%
10-50421-65-00	TRAVEL AND TRAINING	200.00	200.00	1,500.00	1,300.00	13.3%
	TOTAL CONTRACTS	2,817.48	8,492.71	46,150.00	37,657.29	18.4%
10-50610-65-00	OFFICE EQUIPMENT	-	-	1,000.00	1,000.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	1,000.00	1,000.00	0.0%
	TOTAL MUNICIPAL COURT	\$ 13,247.28	\$ 44,473.21	\$ 184,708.00	\$ 140,234.79	24.1%

GENERAL FUND
HUMAN RESOURCES
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50100-66-00	SALARIES - HR	\$ 3,684.30	\$ 12,895.06	\$ 47,896.00	\$ 35,000.94	26.9%
10-50120-66-00	SOCIAL SECURITY	279.94	980.73	3,664.00	2,683.27	26.8%
10-50125-66-00	TMRS	583.23	2,041.29	7,661.00	5,619.71	26.6%
10-50130-66-00	EMPLOYEE INSURANCE	532.56	1,597.68	6,530.00	4,932.32	24.5%
10-50135-66-00	PRE-EMPLOYMENT EXP	-	-	100.00	100.00	0.0%
10-50140-66-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
10-50145-66-00	WORKERS COMP	23.23	69.69	301.00	231.31	23.2%
	TOTAL PERSONNEL	5,103.26	17,584.45	66,252.00	48,667.55	26.5%
10-50230-66-00	OFFICE SUPPLIES	120.00	196.05	1,000.00	803.95	19.6%
	TOTAL SUPPLIES	120.00	196.05	1,000.00	803.95	19.6%
10-50400-66-00	ADVERTISING	-	-	2,500.00	2,500.00	0.0%
10-50404-66-00	DUES AND SUBSCRIPTIONS	-	75.00	2,000.00	1,925.00	3.8%
10-50408-66-00	SERVICE CONTRACTS	1,147.72	2,068.99	15,000.00	12,931.01	13.8%
10-50411-66-00	LEGAL SERVICES	315.00	450.00	4,500.00	4,050.00	10.0%
10-50412-66-00	MISC. CONSULTING FEES	-	-	19,000.00	19,000.00	0.0%
10-50417-66-00	WELLNESS PROGRAM	361.23	687.55	6,100.00	5,412.45	11.3%
10-50418-66-00	TX LGC, CHAP 143 EXP	-	99.00	10,000.00	9,901.00	1.0%
10-50420-66-00	TELECOMMUNICATION	125.79	639.78	2,250.00	1,610.22	28.4%
10-50421-66-00	TRAVEL AND TRAINING	48.84	662.50	6,000.00	5,337.50	11.0%
	TOTAL CONTRACTS	1,998.58	4,682.82	67,350.00	62,667.18	7.0%
10-50610-66-00	OFFICE EQUIPMENT	-	-	-	-	0.0%
	OTHER EQUIPMENT	-	-	-	-	0.0%
	TOTAL CAPITAL OUTLAY	-	-	-	-	
TOTAL HUMAN RESOURCES		\$ 7,221.84	\$ 22,463.32	\$ 134,602.00	\$ 112,138.68	16.7%

GENERAL FUND
GF DEBT SERVICE
DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percent to Date	25.00%
					VARIANCE	
10-50500-70-00	AGENT FEES	\$ 400.00	\$ 400.00	\$ 2,000.00	\$ 1,600.00	20.0%
10-50564-70-00	09 GEN OBL REF BONDS	2,728.88	2,728.88	76,337.76	73,608.88	3.6%
10-50565-70-00	10 COMB TAX & REV CO	48,612.50	48,612.50	137,225.00	88,612.50	35.4%
10-50566-70-00	12 COMB TAX & REV CO	29,226.84	29,226.84	182,953.68	153,726.84	16.0%
10-50567-70-00	12 GEN OBL REF BONDS	-	115,562.50	119,750.00	4,187.50	96.5%
10-50568-70-00	13 COMB TAX & REV CO	54,315.00	54,315.00	233,630.00	179,315.00	23.2%
10-50569-70-00	13 REFUNDING GO (04)	18,453.41	18,453.41	164,106.82	145,653.41	11.2%
10-50570-70-00	14 COMB TAX & REV CO	95,956.25	95,956.25	491,912.50	395,956.25	19.5%
10-50572-70-00	PINNACLE CAPITAL #2	41,147.50	41,147.50	222,295.00	181,147.50	18.5%
10-50575-70-00	BB&T LEASE #2	-	-	31,863.05	31,863.05	0.0%
10-50576-70-00	BB&T LEASE #3	37,505.25	37,505.25	37,514.39	9.14	100.0%
10-50577-70-00	BB&T LEASE #4	-	-	42,570.91	42,570.91	0.0%
10-50578-70-00	BB&T LEASE #5	73,358.56	73,358.56	73,358.56	-	100.0%
	TOTAL GF DEBT SERVICE	401,704.19	517,266.69	\$ 1,815,517.67	\$ 1,298,250.98	28.5%
	TOTAL EXPENDIURES	913,102.09	2,247,873.77	\$ 9,060,927.18	\$ 6,813,053.41	24.8%
	NET INCOME (LOSS)	1,339,315.65	1,311,597.45	\$ 73,937.82		

UTILITY FUND
BALANCE SHEET (unaudited)
FOR THE PERIOD ENDING DECEMBER 31, 2017

20-10110-00-00	CASH	\$	1,300.00	
20-10120-00-00	UTILITY FUND OPERATING		1,462,980.93	
20-10163-00-00	ALLIANCE BANK-Operating CD		501,195.64	
20-10265-00-00	SOUTHSIDE BANK-OPERATING		913,601.76	
20-10270-00-00	LEGACY BANK CD		525,012.40	
20-10275-00-00	WALLIS STATE BANK CD-Operating		500,000.00	3,904,090.73 Total Operating
20-10200-00-00	TEXPOOL-90 Day Reserves		22,381.28	
20-10269-00-00	LEGACY CD - 90 Day Reserves		781,548.79	
20-10273-00-00	FIRST GUARANTY CD-90 Day Reserves		249,467.15	1,053,397.22 Total 90 Day Reserve
20-10138-00-00	UF DEBT SERVICE		227,032.45	
20-10204-00-00	TEXPOOL-W&S SELF SUP DEBT RESERVE		112,524.82	
20-10266-00-00	SOUTHSIDE BANK-SELF SUPPORTING		572,505.60	
20-10268-00-00	LEGACY BANK-CD-SELF SUPP		508,535.14	1,420,598.01 Total Debt Service
20-10164-00-00	ALLIANCE BANK-DEPOSITS CD		352,286.18	
20-10140-00-00	WATER DEPOSITS		91,331.66	
20-10201-00-00	TEXPOOL-WATER DEPOSITS		1,557.75	445,175.59 Total Deposits
20-10203-00-00	TEXPOOL-W&S EQUIPMENT RESERVE		5,305.15	
20-10267-00-00	SOUTHSIDE BANK-EQUIPMENT RESERVE		221,893.69	227,198.84 Total Equip Reserves
20-10142-00-00	FSA/HSA ACCT-FNBCT			2,479.85
20-10300-00-00	ACCOUNTS RECEIVABLE			1,522,956.84
20-10302-00-00	A/R - CITY OF WACO			730,109.68
20-10305-00-00	ALLOWANCE FOR DOUBTFUL ACCOUNT			(389,755.51)
20-10410-00-00	LAND			554,443.50
20-10415-00-00	BUILDINGS & IMPROVEMENTS			820,724.00
20-10425-00-00	VEHICLES & EQUIPMENT			1,892,145.07
20-10440-00-00	WATER SYSTEM			25,741,052.63
20-10445-00-00	SEWER SYSTEM			8,530,821.81
20-10485-00-00	CONSTRUCTION IN PROGRESS			165,335.35
20-10490-00-00	ACCUMULATED DEPRECIATION			(21,777,576.86)
20-10690-00-00	DEFERRED LOSS ON REFUNDING			482,735.51
20-10700-00-00	DEFERRED OUTFLOW-CONTRIBUTIONS			59,417.00
20-10705-00-00	DEFERRED OUTFLOW-ACTUAL VS ASSUMPTIONS			40,735.00
20-10710-00-00	DEFERRED OUTFLOW-INVESTMENT EXPERIENCE			62,298.00
	TOTAL ASSETS	\$		25,488,382.26
20-20135-00-00	HEALTH INSURANCE			200.87
20-20200-00-00	ACCRUED SALARIES			16,793.35
20-20210-00-00	COMPENSATED ABSENCES			35,060.76
20-20211-00-00	CURR PORTION-COMP ABSENCES			11,687.00
20-20230-00-00	NET PENSION LIABILITY			474,809.00
20-20300-00-00	ACCOUNTS PAYABLE			129,733.60
20-20420-00-00	ACCRUED INTEREST PAYABLE			229,244.35
20-20425-00-00	DEFERRED GAIN ON 09 REFUNDED CO			53,861.00
20-20426-00-00	DEF INFLOW-PENSIONS			6,843.00
20-20430-00-00	SALES TAX-CLEARING			218.56
20-20435-00-00	SALES TAX COLLECTED			5,036.25
20-20505-00-00	BOND PREMIUM			755,424.68
20-20540-00-00	RESERVE 07 CO			69,970.00
20-20564-00-00	RESERVE 09 GO REF			6,719.44
20-20565-00-00	RESERVE 10 CO			(76,559.38)
20-20566-00-00	RESERVE 12 CO			27,254.05
20-20569-00-00	RESERVE 13 GO REF			20,017.83
20-20570-00-00	RESERVE 15 GO REF			(47,800.01)
20-20571-00-00	RESERVE 16 CO			28,128.13
20-20710-00-00	DEPOSITS-WATER SERVICE			405,003.00
20-20720-00-00	DEPOSITS Clrg Acct			(360.00)
20-20800-00-00	BONDS PAYABLE			24,766,919.00
20-20801-00-00	CURR PORTION-BONDS PAYABLE			997,420.00
20-20809-00-00	CURR PORTION-LEASES PAYABLE			302,159.17
20-20810-00-00	LEASES PAYABLE			1,242,754.19
20-20820-00-00	NOTES PAYABLE			47,196.25
20-20821-00-00	CURR PORTION-NOTES PAYABLE			6,950.82
	TOTAL LIABILITIES	\$		29,514,684.91
20-22010-00-00	RETAINED EARNINGS			(7,593,616.74)
20-22020-00-00	CONTRIBUTED CAPITAL			2,252,180.07
20-22030-00-00	Prior Period Adjustment			1,109,515.66
	NET INCOME (LOSS)			205,618.36
	TOTAL FUND BALANCE	\$		(4,026,302.65)
	TOTAL LIABILITIES AND FUND BALANCE	\$		25,488,382.26

UTILITY FUND REVENUE & EXPENSES FOR THE PERIOD ENDING DECEMBER 31, 2017											
% TO DATE											25.00%
CURRENT YEAR 17/18						PRIOR YEAR 16/17					
REVENUE	MTD ACTUAL	YTD ACTUAL	BUDGET	Remaining	YTD % OF BUDGET	MTD ACTUAL	YTD ACTUAL	BUDGET	YTD % OF BUDGET	VARIANCE YTD ACTUAL	
WATER REVENUE	\$ 293,105.20	\$ 1,083,475.17	\$ 3,925,000.00	\$ (2,841,524.83)	27.60%	\$ 276,442.81	\$ 970,902.66	\$ 3,825,000.00	25.38%	\$ 112,572.51	
SEWER REVENUE	203,200.31	682,044.15	2,550,000.00	(1,867,955.85)	26.75%	196,307.27	643,410.05	2,450,000.00	26.26%	38,634.10	
WATER TAP/METER SET	1,800.00	3,000.00	20,000.00	(17,000.00)	15.00%	1,000.00	3,500.00	20,000.00	17.50%	(500.00)	
INTEREST	5,622.32	16,135.92	20,000.00	(3,864.08)	80.68%	3,185.44	9,271.69	20,000.00	46.36%	6,864.23	
PENALTIES AND FEES	9,664.65	26,584.77	95,000.00	(68,415.23)	27.98%	10,199.67	25,768.57	95,000.00	27.12%	816.20	
MISC REVENUE	(8,600.81)	(24,081.22)	414,000.00	(438,081.22)	-5.82%	80,933.30	104,788.05	35,000.00	299.39%	(128,869.27)	
TOTAL REVENUE	\$ 504,791.67	\$ 1,787,158.79	\$ 7,024,000.00	\$ (5,236,841.21)	25.44%	\$ 568,068.49	\$ 1,757,641.02	\$ 6,445,000.00	27.27%	\$ 29,517.77	
CURRENT YEAR 17/18						PRIOR YEAR 16/17					
EXPENSES	MTD ACTUAL	YTD ACTUAL	BUDGET	Remaining	YTD % OF BUDGET	MTD ACTUAL	YTD ACTUAL	BUDGET	YTD % OF BUDGET	VARIANCE YTD ACTUAL	
MAINTENANCE	\$ 225,042.05	\$ 677,450.23	\$ 3,292,326.00	\$ 2,614,875.77	20.58%	\$ 227,415.53	\$ 791,781.10	\$ 2,615,981.00	30.27%	(114,330.87)	
ADMINISTRATION	85,258.34	260,269.75	1,065,900.00	805,630.25	24.42%	49,796.42	152,323.43	1,007,500.00	15.12%	107,946.32	
UTILITY BILLING	21,694.34	65,622.40	320,635.00	255,012.60	20.47%	17,730.52	53,864.07	354,111.00	15.21%	11,758.33	
UF DEBT SERVICE	204,691.19	578,198.05	2,220,375.81	1,642,177.76	26.04%	270,276.74	652,629.34	2,269,373.86	28.76%	(74,431.29)	
TOTAL EXPENSES	\$ 536,685.92	\$ 1,581,540.43	\$ 6,899,236.81	\$ 5,317,696.38	22.92%	\$ 565,219.21	\$ 1,650,597.94	\$ 6,246,965.86	26.42%	(69,057.51)	
NET INCOME (LOSS)	\$ (31,894.25)	\$ 205,618.36	\$ 124,763.19	80,855.17		\$ 2,849.28	\$ 107,043.08	\$ 198,034.14		98,575.28	

**UTILITY FUND
MAINTENANCE
FOR THE PERIOD ENDING DECEMBER 31, 2017**

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percentage to date: VARIANCE	25.0%
20-50100-91-00	SALARIES - MAINTENANCE	23,439.30	73,464.40	318,127.00	244,662.60	23.1%
20-50105-91-00	SALARIES - OVERTIME	424.01	2,373.22	25,000.00	22,626.78	9.5%
20-50110-91-00	SALARIES - PART TIME	319.50	1,057.50	-	(1,057.50)	0.0%
20-50120-91-00	SOCIAL SECURITY	1,735.51	5,558.99	26,249.00	20,690.01	21.2%
20-50125-91-00	TEXAS MUNICIPAL RETIREMEI	3,777.58	12,005.10	54,884.00	42,878.90	21.9%
20-50130-91-00	EMPLOYEE INSURANCE	2,956.47	9,061.37	58,770.00	49,708.63	15.4%
20-50135-91-00	PRE-EMP/SHOTS	142.00	142.00	700.00	558.00	20.3%
20-50140-91-00	UNEMPLOYMENT INSURANCE	-	-	100.00	100.00	0.0%
20-50145-91-00	WORKER'S COMPENSATION	1,081.96	3,079.42	14,019.00	10,939.58	22.0%
	TOTAL PERSONNEL	33,876.33	106,742.00	497,849.00	391,107.00	21.4%
20-50205-91-00	CHEMICALS	3,107.58	14,832.84	35,000.00	20,167.16	42.4%
20-50215-91-00	FUEL	2,361.25	5,056.99	27,000.00	21,943.01	18.7%
20-50230-91-00	OFFICE SUPPLIES	-	63.56	1,500.00	1,436.44	4.2%
20-50235-91-00	OTHER EQUIPMENT & SUPPLI	2,348.95	4,272.11	16,000.00	11,727.89	26.7%
20-50245-91-00	UNIFORM PURCHASE	-	-	1,000.00	1,000.00	0.0%
	TOTAL SUPPLIES	7,817.78	24,225.50	80,500.00	56,274.50	30.1%
20-50300-91-00	BUILDING MAINTENANCE	-	-	1,000.00	1,000.00	0.0%
20-50350-91-00	FLEET MAINTENANCE	390.12	1,077.44	7,500.00	6,422.56	14.4%
20-50355-91-00	HEAVY EQUIPMENT MAIN	442.72	571.94	5,000.00	4,428.06	11.4%
20-50360-91-00	WATER MAINTENANCE	4,777.01	17,186.79	150,000.00	132,813.21	11.5%
20-50362-91-00	WATER METERS	-	9,578.00	50,000.00	40,422.00	19.2%
20-50363-91-00	FIRE HYDRANT MAINTENANCE	-	-	30,000.00	30,000.00	0.0%
20-50365-91-00	WATER PLANT MAINTENANCE	2,400.00	9,498.80	300,000.00	290,501.20	3.2%
20-50370-91-00	SEWER MAINTENANCE	-	4,674.16	40,000.00	35,325.84	11.7%
20-50375-91-00	LIFT STATION MAINTENANCE	2,629.65	16,444.65	40,000.00	23,555.35	41.1%
	TOTAL MAINTENANCE	10,639.50	59,031.78	623,500.00	564,468.22	9.5%
20-50404-91-00	DUES & SUBSCRIPTIONS	-	-	2,500.00	2,500.00	0.0%
20-50405-91-00	GIS/MAPPING	-	-	37,000.00	37,000.00	0.0%
20-50406-91-00	ELECTRIC SERVICE	23,252.05	38,299.30	425,000.00	386,700.70	9.0%
20-50407-91-00	ENGINEERING SERVICES	14,986.65	30,517.36	80,000.00	49,482.64	0.0%
20-50408-91-00	SERVICE CONTRACTS	2,398.41	122,406.21	285,000.00	162,593.79	42.9%
20-50409-91-00	INSPECTIONS	-	8,282.60	50,000.00	41,717.40	0.0%
20-50410-91-00	LABORATORY SERVICE	225.00	960.00	8,000.00	7,040.00	12.0%
20-50414-91-00	NATURAL GAS SERVICE	-	-	1,000.00	1,000.00	0.0%
20-50420-91-00	TELECOMMUNICATION	607.08	1,957.66	8,500.00	6,542.34	23.0%
20-50421-91-00	TRAVEL & TRAINING	-	-	10,000.00	10,000.00	0.0%
20-50422-91-00	UNIFORM CLEANING	711.18	2,688.56	4,400.00	1,711.44	61.1%
20-50423-91-00	WATER CONTRACT	65,292.04	136,815.73	450,000.00	313,184.27	30.4%
20-50425-91-00	STGD-GROUNDWATER	2,496.44	2,496.44	16,000.00	13,503.56	15.6%
20-50426-91-00	TCEQ SERVICES	17,108.00	17,108.00	20,000.00	2,892.00	85.5%
20-50427-91-00	SEWER CONTRACT	34,669.00	104,007.00	416,027.00	312,020.00	25.0%
	TOTAL CONTRACTS	161,745.85	465,538.86	1,813,427.00	1,347,888.14	25.7%
20-50615-91-00	OTHER EQUIPMENT	10,962.59	21,912.09	157,050.00	135,137.91	0.0%
20-50620-91-00	OTHER IMPROVEMENTS	-	-	120,000.00	120,000.00	0.0%
	TOTAL CAPITAL OUTLAY	10,962.59	21,912.09	277,050.00	255,137.91	0.0%
	TOTAL UF MAINTENANCE	225,042.05	677,450.23	3,292,326.00	2,614,875.77	20.6%

UTILITY FUND
ADMINISTRATION
FOR THE PERIOD ENDING DECEMBER 31, 2017

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percentage to date: VARIANCE	25.0%
20-50210-93-00	ELECTION EXPENSE	-	-	2,500.00	2,500.00	0.0%
	TOTAL SUPPLIES	-	-	2,500.00	2,500.00	0.0%
20-50402-93-00	AUDIT SERVICE	-	2,000.00	12,000.00	10,000.00	16.7%
20-50404-93-00	DUES & SUBSCRIPTIONS	-	657.24	3,400.00	2,742.76	19.3%
20-50411-93-00	LEGAL SERVICES	451.00	2,641.29	15,000.00	12,358.71	17.6%
20-50412-93-00	MISC PROFESSIONAL	-	-	6,000.00	6,000.00	0.0%
20-50415-93-00	PROPERTY\LIABILITY INS	3,140.67	9,971.21	42,000.00	32,028.79	23.7%
20-50421-93-00	TRAVEL AND TRAINING	-	-	5,000.00	5,000.00	0.0%
	TOTAL CONTRACTS	3,591.67	15,269.74	83,400.00	68,130.26	18.3%
20-50700-93-00	WATER FRANCHISE FEE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
20-50705-93-00	SEWER FRANCHISE FEE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
20-50710-93-00	W&S ADMIN FEE	24,166.67	72,500.01	290,000.00	217,499.99	25.0%
20-50715-93-00	W&S PAYT IN LIEU OF TAX	9,166.66	27,499.98	110,000.00	82,500.02	25.0%
	TOTAL TRANSFERS	81,666.67	245,000.01	980,000.00	734,999.99	25.0%
	TOTAL UF ADMINISTRATION	85,258.34	260,269.75	1,065,900.00	805,630.25	24.4%

**UTILITY FUND
UTILITY BILLING
FOR THE PERIOD ENDING DECEMBER 31, 2017**

ACCOUNT	DESCRIPTION	MTD EXPENSE	YTD EXPENSE	BUDGET	Percentage to date: VARIANCE	25.0%
20-50100-94-00	SALARIES - UTILITY BILLING	11,505.07	40,190.21	149,869.00	109,678.79	26.8%
20-50105-94-00	SALARIES - OVERTIME	42.98	110.93	4,000.00	3,889.07	2.8%
20-50110-94-00	SALARIES - PART TIME	-	-	3,000.00	3,000.00	0.0%
20-50120-94-00	SOCIAL SECURITY	829.96	2,922.63	12,000.00	9,077.37	24.4%
20-50125-94-00	TMRS	1,828.05	6,379.67	24,611.00	18,231.33	25.9%
20-50130-94-00	EMPLOYEE INSURANCE	2,036.88	6,110.60	26,120.00	20,009.40	23.4%
20-50135-94-00	PRE-EMP/SHOTS	-	-	231.00	231.00	0.0%
20-50140-94-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
20-50145-94-00	WORKERS COMPENSATION	92.90	278.70	1,204.00	925.30	23.1%
	TOTAL PERSONNEL	16,335.84	55,992.74	221,135.00	165,142.26	25.3%
20-50225-94-00	EDUCATIONAL MATERIALS	-	-	6,000.00	6,000.00	0.0%
20-50230-94-00	OFFICE SUPPLIES	89.99	490.79	5,000.00	4,509.21	9.8%
20-50240-94-00	POSTAGE	3,440.48	4,604.29	35,000.00	30,395.71	13.2%
	TOTAL SUPPLIES	3,530.47	5,095.08	46,000.00	40,904.92	11.1%
20-50408-94-00	SERVICE CONTRACTS	416.29	2,547.50	26,500.00	23,952.50	9.6%
20-50412-94-00	PROFESSIONAL SERVICES	1,242.81	1,392.81	12,000.00	10,607.19	11.6%
20-50420-94-00	TELECOMMUNICATION EXP	168.93	594.27	3,000.00	2,405.73	19.8%
20-50421-94-00	TRAVEL AND TRAINING	-	-	4,500.00	4,500.00	0.0%
20-50424-94-00	WATER QUALITY REPORT	-	-	6,000.00	6,000.00	0.0%
	TOTAL CONTRACTS	1,828.03	4,534.58	52,000.00	47,465.42	8.7%
20-50610-94-00	OFFICE EQUIPMENT	-	-	1,500.00	1,500.00	0.0%
	TOTAL CAPITAL OUTLAY	-	-	1,500.00	1,500.00	0.0%
	TOTAL UTILITY BILLING	21,694.34	65,622.40	320,635.00	255,012.60	20.5%

**UTILITY FUND
LONG-TERM DEBT
FOR THE PERIOD ENDING DECEMBER 31, 2017**

ACCOUNT	DESCRIPTION	MTD	YTD	BUDGET	Percentage to date:	
		EXPENSE	EXPENSE		VARIANCE	25.0%
20-50500-95-00	AGENT FEES	400.00	400.00	2,000.00	1,600.00	0.0%
20-50540-95-00	07 CERT OF OBL	32,510.00	97,530.00	390,120.00	292,590.00	25.0%
20-50564-95-00	09 REF GENERAL OBL	2,613.52	7,840.56	31,362.24	23,521.68	25.0%
20-50565-95-00	10 COMB TAX & REV CO	33,019.79	99,059.37	396,237.50	297,178.13	25.0%
20-50566-95-00	12 COMB TAX & REV CO	25,165.32	75,495.96	301,983.82	226,487.86	25.0%
20-50568-95-00	15 REF GEN OBL (07)	15,933.33	47,799.99	191,200.00	143,400.01	25.0%
20-50569-95-00	13 REF GEN OBL (04)	12,127.39	36,382.17	145,528.68	109,146.51	0.0%
20-50570-95-00	16 COMB REV & TAX CO	35,623.96	106,871.88	427,487.50	320,615.62	0.0%
20-50572-95-00	PINNACLE LEASE #4	-	59,520.24	244,888.91	185,368.67	24.3%
20-50575-95-00	BB&T LEASE #2	-	-	42,262.99	42,262.99	0.0%
20-50576-96-00	BB&T LEASE #3	25,773.82	25,773.82	25,780.11	6.29	100.0%
20-50577-96-00	BB&T LEASE #5	21,524.06	21,524.06	21,524.06	-	100.0%
	TOTAL UF DEBT	204,691.19	578,198.05	2,220,375.81	1,642,177.76	26.0%
	TOTAL EXPENSE	536,685.92	1,581,540.43	6,899,236.81	5,317,696.38	22.9%
	NET INCOME (LOSS)	(31,894.25)	205,618.36	124,763.19		

SPECIAL REVENUE FUNDS-Drainage and Hotel

**DRAINAGE FUND
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017**

12-10120-00-00	DRAINAGE FUND OPERATING ACCOUNT	95,393.45
12-10142-00-00	FSA/HSA ACCOUNT	443.19
12-10300-00-00	ACCOUNTS RECEIVABLE	54,542.03
12-10305-00-00	ALLOWANCE FOR DOUBTFUL ACCOUNTS	(14,002.54)
12-10425-00-00	VEHICLES & EQUIPMENT	211,719.64
12-10440-00-00	DRAINAGE SYSTEMS	832,906.83
12-10491-00-00	ACCUMULATED DEPRECIATION-SYSTEMS	(290,244.79)
12-10492-00-00	ACCUMULATED DEPRECIATION-EQUIPMENT	(127,412.98)
12-10700-00-00	DEFERRED OUTFLOW-CONTRIBUTIONS	19,507.00
12-10705-00-00	DEFERRED OUTFLOW-ACTUAL VS ACTUARIAL	13,374.00
12-10710-00-00	DEFERRED OUTFLOW-INVESTMENT EXPERIENCE	20,453.00
TOTAL ASSETS		816,678.83
12-20135-00-00	HEALTH INSURANCE	(137.84)
12-20200-00-00	ACCRUED SALARIES	5,511.00
12-20210-00-00	COMPENSATED ABSENCES	3,911.43
12-20211-00-00	CURR PORTION-COMP ABS	1,304.00
12-20230-00-00	NET PENSION LIABILITY	155,882.00
12-20420-00-00	ACCRUED INTEREST PAYABLE	639.72
12-20426-00-00	DEF INFLOW-PENSIONS	2,247.00
12-20809-00-00	CURRENT PORTION-LEASES PAYABLE	22,223.71
12-20810-00-00	LEASES PAYABLE	26,422.05
TOTAL LIABILITIES		218,003.07
12-22000-00-00	FUND BALANCE	585,961.74
	NET INCOME	12,714.02
TOTAL FUND BALANCE		598,675.76
TOTAL LIABILITIES & FUND BALANCE		816,678.83

REVENUE & EXPENSES						
Account	Description	MTD Actual	YTD Actual	Budget	Balance	YTD: 25.0%
12-30100-00-00	DRAINAGE FEES	35,888.33	98,021.48	416,715.00	318,693.52	23.5%
12-30500-00-00	INTEREST	23.89	71.70	360.00	288.30	19.9%
	TOTAL REVENUE	35,912.22	98,093.18	417,075.00	318,981.82	23.5%
12-50100-12-00	SALARIES	12,253.63	45,850.17	164,264.00	118,413.83	27.9%
12-50105-12-00	OVERTIME	183.71	1,132.07	7,000.00	5,867.93	16.2%
12-50120-12-00	SOCIAL SECURITY	934.02	3,502.60	13,102.00	9,599.40	26.7%
12-50125-12-00	TMRS	1,968.83	7,437.29	27,394.00	19,956.71	27.1%
12-50130-12-00	EMPLOYEE BENEFITS	2,473.07	6,439.61	32,650.00	26,210.39	19.7%
12-50135-12-00	PRE-EMPMT EXP	-	-	231.00	231.00	0.0%
12-50140-12-00	UNEMPLOYMENT INS	-	-	100.00	100.00	0.0%
12-50145-12-00	WORKERS COMP	540.98	1,789.42	7,010.00	5,220.58	25.5%
12-50205-12-00	CHEMICALS	109.75	109.75	14,000.00	13,890.25	0.8%
12-50215-12-00	FUEL	472.93	1,650.58	10,000.00	8,349.42	16.5%
12-50230-12-00	OFFICE SUPPLIES	-	53.56	200.00	146.44	26.8%
12-50235-12-00	OTHER EQUIP & SUPPLIES	-	-	5,000.00	5,000.00	0.0%
12-50245-12-00	UNIFORM PURCHASE	-	-	1,000.00	1,000.00	0.0%
12-50350-12-00	VEHICLE MAINTENANCE	60.06	180.97	1,250.00	1,069.03	14.5%
12-50355-12-00	HEAVY EQUIP MAINT	-	195.14	5,000.00	4,804.86	3.9%
12-50404-12-00	DUES & SUBSCRIPTIONS	-	-	150.00	150.00	0.0%
12-50407-12-00	ENGINEERING	-	1,375.00	15,000.00	13,625.00	0.0%
12-50408-12-00	SERVICE CONTRACTS	34.05	268.87	500.00	231.13	0.0%
12-50420-12-00	TELECOMMUNICATION	156.73	421.55	1,200.00	778.45	35.1%
12-50421-12-00	TRAVEL & TRAINING	-	199.00	1,000.00	801.00	19.9%
12-50422-12-00	UNIFORM CLEANING	278.57	1,235.57	3,000.00	1,764.43	41.2%
12-50575-12-00	BB&T LEASE #2	-	-	9,442.59	9,442.59	0.0%
12-50576-12-00	BB&T LEASE #3	13,538.01	13,538.01	13,541.30	3.29	100.0%
12-50625-00-00	DRAINAGE IMPRVMTS	-	-	74,000.00	74,000.00	0.0%
	TOTAL EXPENSES	33,004.34	85,379.16	406,034.89	320,655.73	21.0%
	NET INCOME	2,907.88	12,714.02	11,040.11	(1,673.91)	

**HOTEL FUND
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017**

40-10120-00-00	HOTEL FUND OPERATING	\$	57,715.25
40-10300-00-00	ACCTS RECEIVABLE		25,348.61
TOTAL ASSETS			83,063.86
40-20300-00-00	ACCOUNTS PAYABLE	\$	-
TOTAL LIABILITIES			-
40-22000-00-00	FUND BALANCE	\$	83,609.22
	NET INCOME		(545.36)
TOTAL FUND BALANCE			83,063.86
TOTAL LIAB & FUND BALANCE			83,063.86

Account	Description	MTD Actual	YTD Actual	Budget	Balance
40-30250-00-00	HOTEL OCCUPANCY TAX	\$ 5,655.67	\$ 38,704.02	\$ 140,000.00	\$ 101,295.98
40-30500-00-00	INTEREST EARNINGS	16.92	52.29	150.00	97.71
TOTAL REVENUE		5,672.59	38,756.31	140,150.00	101,393.69
40-50300-00-00	BUILDING MAINTENANCE	-	-	1,000.00	1,000.00
40-50400-00-00	ADVERTISING & PROMO	5,108.03	38,907.14	90,000.00	51,092.86
40-50404-00-00	DUES & SUBSCRIPTIONS	-	-	38,055.00	38,055.00
40-50405-00-00	UTILITIES	162.93	394.53	2,000.00	1,605.47
TOTAL EXPENSES		5,270.96	39,301.67	131,055.00	91,753.33
NET INCOME		\$ 401.63	\$ (545.36)	\$ 9,095.00	9,640.36

BOND FUNDS-General Fund Capital Projects

**GF CAPITAL PROJECTS-FUND 15-2016B BOND
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017**

15-10120-00-00	GF CAPITAL OPERATING	79,218.23
15-10164-00-00	ALLIANCE BANK-MMA ACCT	358,339.16
15-10168-00-00	ALLIANCE BANK CD 12 MO	1,113,535.31
15-10169-00-00	WALLIS STATE BANK CD	606,632.32
15-10200-00-00	TEXPOOL	12,388.51
TOTAL ASSETS		2,170,113.53
15-20300-00-00	ACCOUNTS PAYABLE	216,706.57
15-20610-00-00	Due to/fr GF	100,000.00
TOTAL LIABILITIES		316,706.57
15-22000-00-00	FUND BALANCE	2,521,469.67
	NET INCOME	(668,062.71)
TOTAL FUND BALANCE		1,853,406.96
TOTAL LIAB & FUND BALANCE		2,170,113.53

Account	Description	MTD Actual	YTD Actual	Budget	Balance
15-30500-00-00	Interest	1,880.55	6,648.36	10,000.00	3,351.64
TOTAL REVENUE		1,880.55	6,648.36	10,000.00	
Account	Description	MTD Actual	YTD Actual	Budget	
15-50325-15-02	Old Temple Rd-Eng & Insp	-	-		
15-50835-15-02	Old Temple Road-Capital	121,164.72	425,426.75		
Total Old Temple Rd		121,164.72	425,426.75	934,215.00	508,788.25
15-50325-15-03	Other Streets-Eng & Insp	27,040.25	28,200.25		
15-50835-15-03	Other Streets-Capital	-	-		
Total Other Streets		27,040.25	28,200.25	-	(28,200.25)
15-50325-15-04	Microseal-Engineering & Insp	-	877.50		
15-50835-15-04	Microseal-Capital	-	216,706.57		
Total Microseal		-	217,584.07	217,585.00	0.93
15-50812-15-05	Park Improvements-Capital	-	-		
Total Park Improvements		-	-	58,689.00	58,689.00
15-50807-15-06	Facilities Improvements-Capital	3,500.00	3,500.00		
Total Facilities Improvements		3,500.00	3,500.00	35,625.00	32,125.00
TOTAL EXPENSES		151,704.97	674,711.07	1,246,114.00	571,402.93
NET INCOME		(149,824.42)	(668,062.71)		

2016B CO Projects	Estimated Expense	Spent to Date	Due on Contract	Available
Old Temple Rd, Phase 2	934,215	(425,427)	508,788	
2017 Micro Seal-Viking-Completed	216,707	(216,707)	-	
2017 Micro Seal- Rice-Completed	877	(877)	-	
Park Improvements	58,689	-	58,689	
Facility Improvements	35,625	(3,500)	32,125	
Street Improvements	1,495,672	-	-	1,470,512
Misc Professional Fees	28,200	(28,200)	-	
Total Bond Projects	2,769,985	(674,711)	599,601	1,470,512
				Cash & Investments
				2,070,114
				Due on Contract
				(599,601)
				Available
				1,470,512

2017 BOND -GF CAPITAL PROJECTS
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017

18-10120-00-00	GF CAPITAL OPERATING	1,500,017.48
18-10150-00-00	LEGACY CD	3,500,000.00
	TOTAL ASSETS	5,000,017.48
18-20300-00-00	ACCOUNTS PAYABLE	-
	TOTAL LIABILITIES	-
18-22000-00-00	FUND BALANCE	5,000,017.48
	NET INCOME	-
	TOTAL FUND BALANCE	5,000,017.48
	TOTAL LIAB & FUND BALANCE	5,000,017.48

Account	Description	MTD Actual	YTD Actual	Budget	Balance
18-30500-00-00	INTEREST	27.47	27.47	-	
18-30550-00-00	BOND PROCEEDS	5,000,000.00	5,000,000.00	-	
18-30800-00-00	MISC REVENUE	(9.99)	(9.99)	-	
	Total Revenue	5,000,017.48	5,000,017.48	-	

Account	Description	MTD Actual	YTD Actual	Budget	
18-50325-18-07	Ritchie Rd-Phase I Engineering	-	-		
18-50330-18-07	Ritchie Rd-Phase I-Other	-	-		
18-50835-18-07	Ritchie Rd-Phase I Construction	-	-		
		-	-	1,450,000.00	1,450,000.00
18-50325-18-08	Ritchie Rd-Phase 2-Engineering	-	-		
18-50330-18-08	Ritchie Rd-Phase 2-Other	-	-		
18-50835-18-08	Ritchie Rd-Phase 2 Construction	-	-		
		-	-	580,000.00	580,000.00
18-50635-18-09	Aerial Fire Truck	-	-		
		-	-	1,365,000.00	1,365,000.00
18-50615-18-10	Public Safety Radios	-	-		
		-	-	720,000.00	720,000.00
18-50325-15-11	Street Improvements-Engineering	-	-		
18-50835-15-11	Street Improvements-Construction	-	-		
		-	-	885,000.00	885,000.00
	TOTAL EXPENSES	-	-	5,000,000.00	5,000,000.00
	NET INCOME	5,000,017.48	5,000,017.48	(5,000,000.00)	

BOND FUNDS-Utility Fund Capital Projects

FUND 17 / CO 2012 /UF CAPITAL PROJECTS
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017

17-10120-00-00	2012 BOND OPER-UF CAPITAL	\$	34,651.92
TOTAL ASSETS			34,651.92
17-20300-00-00	ACCOUNTS PAYABLE	\$	50,212.50
TOTAL LIABILITIES			50,212.50
17-22000-00-00	2012 BOND FUND BALANCE	\$	87,734.43
NET INCOME			(103,295.01)
TOTAL FUND BALANCE			(15,560.58)
TOTAL LIAB & FUND BAL			34,651.92

REVENUE & EXPENSE

Account	Description	MTD Actual	YTD Actual	Budget	Balance
17-30500-00-00	Interest Revenue	\$ 11.23	\$ 76.28	\$ 5,000.00	4,923.72
TOTAL REVENUE		\$ 11.23	\$ 76.28	\$ 5,000.00	\$ 4,923.72

Account	Description	MTD Actual	YTD Actual	Budget	YTD Balance
17-50325-17-10	Utilities Projects - Engineering	6,727.50	20,982.50		
17-50620-17-10	Utility Projects - Capital	5,196.00	82,388.79		
Total Utility Projects		11,923.50	103,371.29	137,946.93	34,575.64
TOTAL EXPENSES		\$ 11,923.50	\$ 103,371.29		
NET INCOME		\$ (11,912.27)	\$ (103,295.01)		

Projects in Process	Estimates	Contract	Payments	Balance Due
LS #4 Sewer Line Ext-Whitney Underground	252,225	252,225	(252,225)	-
Hewitt Dr & Sun Valley -work by City	24,990	49,310	(49,310)	-
OTR Ph 2-UF portion-Cayote Eng	33,638	33,638	(20,183)	13,456
Old Temple Rd-Rice, ROW, etc	-	-	-	-
Other Utility Projects	9,305	9,305	(9,305)	-
	320,158	344,478	(331,023)	13,456

Whitney Total Contract	252,225
Paid in FY 16/17	(202,012)
	50,213
Paid in FY 17/18	(50,213)
	0

Cash Available	34,652
Balances Due	(13,456)
	21,196

FUND 25 / CO 2016 /UF CAPITAL PROJECTS
BALANCE SHEET
FOR THE PERIOD ENDING DECEMBER 31, 2017

25-10120-00-00	UF CAPITAL-OPERATING	\$	969,581.18
25-10200-00-00	TEXPOOL INVESTMENT		9,897.15
25-10280-00-00	Legacy Bank CD #1429		2,060,372.21
25-10287-00-00	Alliance CD #402501		3,252,434.82
TOTAL ASSETS			6,292,285.36
25-20300-00-00	ACCOUNTS PAYABLE	\$	-
25-20620-00-00	DUE TO/FR UTILITY FUND		-
TOTAL LIABILITIES			-
25-22000-00-00	UTILITY FUND BALANCE	\$	6,396,010.33
	NET INCOME		(103,724.97)
TOTAL FUND BALANCE			6,292,285.36
TOTAL LIAB & FUND BAL			6,292,285.36

REVENUE	Description	MTD Actual	YTD Actual	Budget	Balance	Used
25-30500-00-00	INTEREST	6,154.40	17,874.93	15,000	(2,874.9)	119.2%
TOTAL REVENUE		6,154.40	17,874.93	15,000	(2,874.9)	119.2%

EXPENSE						
Account	Description	MTD Actual	YTD Actual	Budget	YTD Balance	Used
25-50830-96-02	Utility Projects-Wmarss	-	1,641.00	3,084,333	3,082,692.0	
25-50325-96-12	I35 Waterline	8,610.00	12,915.00	1,250,000	1,237,085.0	
25-50845-96-14	Old Temple Road-Phase 2	-	-	580,000	580,000.0	
25-50845-96-15	Plant Improvements- City	84,809.90	107,043.90	-	(107,043.9)	
TOTAL EXPENSES		93,419.90	121,599.90	4,914,333	4,792,733.1	2.5%
NET INCOME \$		(87,265.50)	\$ (103,724.97)	(4,899,333)		

2016 Certificates of Obligation	Estimates	Contract	Expense to Date*	Bal Due	Available
WMARSS-Transfer/LaSalle LS & Force Main	3,084,333	3,084,333	-	3,084,333	
IH 35 Waterline Improvements	1,250,000	1,250,000	-	1,250,000	
Old Temple Rd-Phase 2-Holy Contractors	541,000	541,000	-	541,000	
Ritchie Rd Ph 1-City of Waco	554,375	554,375	-	554,375	
Ritchie Rd Ph 1-MW Eng	72,871	72,871	-	72,871	
Ritchie Rd Ph 1-Easement	21,000	21,000	-	21,000	
2017 LS #5/I-35 -Cayote	43,050	43,050	(12,915)	30,135	
Commerce Park Rd-Barnett Contract-final	107,044	107,044	(107,044)	-	
Creekside Sewer-Warren Ridge Partners (\$65,000)	50,000	50,000	-	50,000	
Creekside Sewer-City of Waco (est by MW)	40,000	40,000	-	40,000	
Other Professional Fees	1,641	1,641	(1,641)	-	
Other Utility Projects	526,971	-	-	-	526,971
	6,292,285	5,765,314	(121,600)	5,643,714	526,971

Cash Available	6,292,285
Expenses	5,765,314
Funds Available	526,971

HEWITT TEXAS

COUNCIL WORKSHOP AGENDA ITEM #2i.

APPLICATION FOR BOARDS & COMMISSION TO THE CITY OF HEWITT

The City of Hewitt appreciates your interest in serving the community. A listing of the boards and commissions is found behind your application. Appointments are made during the year as vacancies occur. This is great opportunity for to play a vital role in shaping your community.

NAME OF APPLICANT:

Jerry Snider

HOME ADDRESS:

108 Brenda Dr.

DAYTIME TELEPHONE NUMBER:

254-307-0613

E-MAIL ADDRESS:

jerry@allinhealthandwellness.com

PLEASE CHECK APPROPRIATE STATEMENTS:

☒ I reside within the city limits of Hewitt, Texas.*

☒ I do ☐ I do not . . . own property located in Hewitt, Texas.

* **IMPORTANT** -- By checking this box and signing this form, you are indicating that your legal residence or domicile - your home and fixed place of habitation to which you intend to return after any temporary absence - is located within the city limits of Hewitt, Texas.

LENGTH OF TIME APPLICANT HAS RESIDED IN THE HEWITT CITY LIMITS:

15 years

PLEASE INDICATE BELOW HOW YOU WOULD LIKE TO SERVE THE CITY OF HEWITT. (**IMPORTANT**: IF MORE THAN ONE AREA IS INDICATED, **NUMBER YOUR PREFERENCES** WITH "1" BEING YOUR FIRST CHOICE, "2" BEING YOUR SECOND CHOICE, ETC.). PLEASE SEE REVERSE SIDE FOR DESCRIPTIVE INFORMATION.

☐ Board of Adjustment (must be resident and owner of property in Hewitt)

☐ Civil Service Commission (must be resident of Hewitt)

☐ Library Board (must be resident of Hewitt)

☒ Parks and Beautification Committee (must be resident of Hewitt)

☐ Planning and Zoning Commission (must be resident and owner of property in Hewitt)

OTHER WAYS YOU SERVE YOUR COMMUNITY:

volunteer coach for Texas Wind Athletics

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL:

I am a health coach + sports performance coach. I use the parks a lot in Hewitt.

OCCUPATION/EMPLOYER:

Business Owner - All In Health and Wellness

REFERENCES (MUST BE HEWITT RESIDENTS):

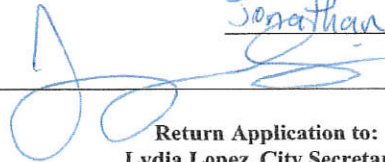
Shawn Hernandez

TELEPHONE #: 254-995-9214

Jonathan Senn

TELEPHONE #: 254-716-4032

SIGNATURE OF APPLICANT:



DATE:

1/22/18

Return Application to:
Lydia Lopez, City Secretary
200 Patriot Court
Hewitt, Texas 76643
(Fax # 254-666-6014)

OFFICE USE ONLY

Date Interviewed by Council: _____

Date appointed by Council: _____

Date sworn in by Council: _____

Reappointed: _____

Term to expire: _____

Term to expire: _____

Revised: May 2016



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 3

SUBMITTED BY: Waynette Ditto, Library Director

ITEM DESCRIPTION:

Special presentation to Hewitt Public Library.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mayor Pro Tem Ed Passalugo will present a \$5,000 award to the Library from the Corner Store Valero Country Run. The money will be allocated for the children's section of the Library.

ATTACHMENTS:

None

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 4

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the City Council Workshop and Regular Meeting of January 15, 2018.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a draft copy of the meeting minutes. Please review and advise if any corrections are needed.

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

MINUTES OF A CITY COUNCIL WORKSHOP/REGULAR MEETING HEWITT CITY HALL – 200 PATRIOT COURT January 15, 2018– 5:30 PM/7:00 PM

Members present: Mayor Travis Bailey (presiding), Mayor Pro Tem Ed Passalugo, Council Members Wilbert “Walky” Wachtendorf, Bill Fuller, James Vidrine, Alex Snider (arrived at 6:46 PM during Executive Session) and Steve Fortenberry

Staff present: City Attorney Charlie Buenger, City Engineer Miles Whitney, City Manager Adam Miles, Police Chief Jim Devlin, Assistant Police Chief Tuck Saunders; Fire Chief Lance Bracco, Managing Director Katie Allgood, Utilities Director Kevin Reinke, Library Director Waynette Ditto, Community Development Director Tracy Lankford, and City Secretary Lydia Lopez

Staff absent: Finance Director Lee Garcia

WORKSHOP – 5:30 PM

1. Mayor Travis Bailey called the meeting to order at 5:30 PM.
2. City Manager’s update on municipal business:
 - a. Report from City Engineer
 - Briefing and discussion concerning flood plain survey and revised flood maps.
 - b. Briefing and discussion concerning upcoming events:
 - TML Region 9 Meeting – January 18, 2018
 - Greater Hewitt Chamber Banquet – January 25, 2018
 - Household Hazardous Waste Day – May 5, 2018
 - c. Briefing and discussion concerning May 5, 2018 General Election.
 - d. Briefing and discussion concerning Emergency Medical Services RFP.
 - e. Briefing and discussion concerning outdoor warning siren repairs.
 - f. Briefing and discussion concerning Public Safety operations – Police & Fire:
 - Racial Profiling Report was presented.
3. The regular meeting items were reviewed.
4. *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Bill Fuller to convene Executive Session at 6:30 pm pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:*
 - **Pursuant to §551.072 – Purchase, Exchange, Lease, or Value of Real Property.**
5. Close Executive Session.

6. Adjourn. *A motion was made by Mayor Pro Tem Ed Passalugo and second by Council Member Bill Fuller was made to close the executive session and adjourn the Workshop at 6:49 PM.*

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER.** Mayor Travis Bailey called the meeting to order at 7:00 PM.
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG** – Mayor Travis Bailey asked Midway ISD Quarterback Tanner Mordecai to lead the Pledge of Allegiance.
3. **PROCLAMATION IN RECOGNITION OF THE MIDWAY ISD PANTHERS FOOTBALL TEAM.** Mayor Travis Bailey presented the proclamation to Coach Jeff Hulme and team members Tanner Mordecai, Hakeem White, Andy Waschmann, Jaxon Player, and Matthew Barnhill.
4. **SPECIAL PRESENTATION FROM TEAM GUS TO THE HEWITT POLICE DEPARTMENT.** Police Chief Jim Devlin prefaced the presentation with the story behind TEAM GUS and their purpose to provide funding for the purchase of a drone to assist the Police and Fire Department in search and rescue. Ms. Nikki Pittman presented a check in the amount of \$6,000.
5. **PRESENTATION OF POLICE OFFICER ROGER GARCIA.** Police Chief Jim Devlin presented Police Officer Roger Garcia. His wife pinned his badge. Mayor Travis Bailey administered the ceremonial oath.
6. **CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL WORKSHOP AND REGULAR MEETING OF DECEMBER 4, 2017.** *A motion was made by Council Member Alex Snider and seconded by Mayor Pro Tem Ed Passalugo to approve the minutes as submitted but allow for corrections; all seven in favor, motion passed.*
7. **HEAR VISITORS ON MATTERS PERTAINING TO CITY BUSINESS.** *Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda. NONE*
8. **PUBLIC HEARING AND ACTION ON AN ORDINANCE REZONING OF A LOT 2 BLOCK ONE STONEY BROOK ADDITION LOCATED IN THE 200 BLOCK OF W. PANTHER WAY, HEWITT, MCLENNAN COUNTY, TEXAS, FROM C-1 (RESTRICTED COMMERCIAL) TO C-2 (GENERAL COMMERCIAL).** Mayor Travis Bailey opened the hearing and requested those speaking in favor to step forward. Applicant Mr. Jim Peevey appeared in favor. Mayor Travis Bailey called for those wishing to speak in opposition. No one appeared. Public hearing was closed. **MOTION ON ORDINANCE.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member James Vidrine to approve the ordinance; all seven in favor, motion passed.*

9. **CONSIDER REAPPOINTMENTS TO THE LIBRARY BOARD OF DIRECTORS.** *A motion was made by Mayor Pro Tem Ed Passalugo and second by Council Member Bill Fuller to reappoint Sally Goldman and Gayle Shipp to serve another two year term; all seven in favor, motion passed.*
10. **CONSIDER AND ACT ON APPOINTMENT OF MUNICIPAL COURT JUDGE.** *A motion was by Mayor Pro Tem Ed Passalugo and second by Council Member Alex Snider to approve the appointment of Judge Dan Francis; all seven in favor, motion passed.*
11. **ADJOURN.** *A motion was made by Council Member Wilbert Wachtendorf and seconded by Council Member Bill Fuller to adjourn the regular meeting at 7:18 PM; all seven in favor, motion passed.*

Approved: February 5, 2018

Lydia Lopez, City Secretary

Travis Bailey, Mayor

HEWITT TEXAS

ITEM #5 – HEARING OF VISITORS

PROCEDURES FOR CITIZEN PARTICIPATION AT MEETINGS

1. Citizens are encouraged to discuss matters of concern with the staff and individual council members prior to placing items on the agenda. This will allow the matter to be properly investigated before it is presented to the entire council and will often expedite a resolution.

NO CITIZEN OR STAFF MEMBER MAY SPEAK OR OTHERWISE INTERRUPT ANY MEETING UNTIL RECOGNIZED BY THE PRESIDING OFFICER.

2. To maintain decorum at public hearings, the mayor will ask citizens in attendance if they wish to speak for or against the item on the agenda. If so, they will be given an opportunity to speak at the proper time and when recognized by the chair. If more than five citizens wish to address the council on any single agenda item, those citizens are advised to select a spokesperson to present their case.

Only under the agenda item “Hear Visitors” are citizens permitted to speak regarding matters that pertain to city business or address an item on the agenda. **The council is prohibited by law from discussing or acting on any item that has not been posted on the agenda.**

3. Individual citizens that discuss items not listed on the agenda shall be limited to **five minutes**. If five or more citizens wish to discuss a single item or topic that is not listed on the agenda, then the total presentation will be limited to a maximum of twenty-five minutes. City council members shall **not** enter into discussion on any subject that has not been properly placed on the agenda; however, council members may ask questions for clarification purposes.
4. As a general rule, citizens may not participate or address the council or staff during the workshop session.



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 6

SUBMITTED BY: Katie Allgood, Managing Director of Administration

ITEM DESCRIPTION:

Public Hearing on Storm Water Mitigation.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City is required by the Texas Commission on Environmental Quality (TCEQ) to hold annual public hearings regarding Storm Water Mitigation as part of our Storm Water Management Plan.

ATTACHMENTS:

None.



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 7

SUBMITTED BY: Adam Miles, City Manager

ITEM DESCRIPTION:

Consider appointment of Associate Municipal Court Judge.

STAFF RECOMMENDATION/ITEM SUMMARY:

Judge Dan Francis is Hewitt's Municipal Court Judge. In discussion with Judge Francis, an Associate Judge would be authorized to serve in his absence. Attorney Thomas C. West has expressed interest in serving in this capacity if so appointed by the City Council. Judge Francis is in agreement with Mr. West's appointment.

Staff recommends approval.

ATTACHMENTS:

None

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 8

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider appointment to the Parks & Beautification Committee.

STAFF RECOMMENDATION/ITEM SUMMARY:

Jerry Snider is scheduled to be interviewed during the workshop. If Council chooses to approve this appointment, the Mayor will administer the oath of office following this appointment.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 9

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Administer oath of office to newly appointed member of the Parks & Beautification Committee.

STAFF RECOMMENDATION/ITEM SUMMARY:

Jerry Snider will be present to be sworn in as a member of the Parks & Beautification Committee.

ATTACHMENTS:

Oath of Office

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Jerry Snider, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Parks & Beautification Committee of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Lydia Lopez

Printed or Typed Name



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 10

SUBMITTED BY: Adam Miles, City Manager

ITEM DESCRIPTION:

Authorize Change Order Number 3 to the 2017 - Old Temple Road Street Improvements project with Holy Contractors, LLC in an amount not to exceed \$10,664.96.

STAFF RECOMMENDATION/ITEM SUMMARY:

During removal, relocation, and replacement of water utility infrastructure related to this project, City Engineer and Director of Utilities identified specific items that were in need of replacement that were not on the original plans at the time the project was let. A breakdown of those items is included on the attached copy of the Contract Change Order. Adding these items at this time saves the cost of installation at a future date. Staff recommends approval of this Change Order in the total amount of \$10,664.96.

ATTACHMENTS:

Contract Change Order

CONTRACT CHANGE ORDER

ORDER NO.: Three (3)
DATE: 1/31/2018

STATE: Texas
COUNTY: McLennan

OWNER: City of Hewitt
CONTRACT FOR: 2017 - Old Temple Rd. Street Improvements
TO: Holy Contractors, LLC

You are hereby requested to comply with the following changes from the Contract Plans and Specifications:

Description of Changes	Quantity	Unit	Unit Price	DECREASE in Contract Price	INCREASE in Contract Price
Sta. WL-1+61; Item No. 48; Remove Existing FH Assembly Complete	1	Ea.	\$50.00		\$50.00
Sta. WL-1+61; Item No. 36; Reconnect Existing FH Assembly Complete	1	Ea.	\$3,559.29	\$3,559.29	
Sta. WL-1+61; Item No. 35; New FH Assembly; Installed	1	Ea.	\$5,833.68		\$5,833.68
Sta. WL-20+72; Item No. 45; 8" Gate Valve; Installed	1	Ea.	\$1,584.62		\$1,584.62
Sta. WL-20+72; 8" x 6" Tee; Installed	1	Ea.	\$341.04		\$341.04
Sta. WL-20+72; Reuse Existing FH Assembly Complete	1	Ea.	\$3,559.29		\$3,559.29
Sta. WL-20+72; Item No. 46; 6" Gate Valve; Installed	1	Ea.	\$1,007.90		\$1,007.90
Sta. WL-20+72; Item No. 30; 8" C900 DR18 PVC Pipe; Installed	8	L.F.	\$15.36		\$122.88
Sta. WL-20+72; Anchor Coupling; Installed	1	Ea.	\$140.22		\$140.22
Sta. WL-23+75; Item No. 45; 8" Gate Valve; Installed	1	Ea.	\$1,584.62		\$1,584.62
Totals:				\$3,559.29	\$14,224.25
NET CHANGE IN CONTRACT PRICE:					\$10,664.96

JUSTIFICATION:

Per instruction from the City, Holy Contractors replaced existing waterline components to ease maintenance in the future.

The amount of the Contract will be Increased:

Ten Thousand, Six Hundred Sixty Four Dollars and Ninety Six Cents

\$10,664.96

The Contract Total including this and previous Change Orders will be:

One Million, Four Hundred Eighty Eight, Eight Hundred Seventy Seven Dollars and Five Cents

\$1,488,877.05

The Contract Period Provided for Completion Will Be (~~Increased~~) (~~Decreased~~) (Unchanged):

This document will become a supplement to the Contract and all provisions will apply hereto.

Requested:

(Owner)

(Date)

Recommended:

Matthew Whitney
(Engineer)



1/31/2018

(Date)

Accepted:

Matthew Fung
(Contractor)

1/31/18

(Date)



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 11

SUBMITTED BY: Lance Bracco, Fire Chief

ITEM DESCRIPTION:

Authorize submittal of Assistance to Firefighters Grant (AFG) application through the Federal Emergency Management Agency (FEMA) for self-contained breathing apparatus units (SCBAs) and related equipment.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Hewitt Fire Department is preparing an Assistance to Firefighters Grant (AFG) application through the Federal Emergency Management Agency (FEMA). This grant program was established in the early 2000s to fund a variety of projects related to fire suppression, rescue operations and firefighter training.

Because our department's self-contained breathing apparatus units (SCBAs) are between fifteen and twenty years of age, the Hewitt Fire Department has elected to submit an application for the purchase of sixteen new units. As one of the most critical tools in our arsenal, the SCBA is one of the equipment items that allow our firefighters to operate in toxic environments. The total cost of this equipment (Personal Protective Equipment) is \$129,600.

In addition to the SCBAs, we've also requested AFG funding for the purchase of a new breathing air compressor/cascade. This equipment is used to fill breathing air cylinders. Our current unit, which is over twenty years old, will require modification in order to fill high pressure air cylinders and is incapable of filling multiple cylinders simultaneously. Furthermore, our current compressor/cascade's blast shield is not fully enclosed, thus exposing staff to potential injury if a cylinder ruptures. The total cost of this equipment is \$33,160.

The total combined cost of both projects is \$162,760. Because this is a matching grant, if awarded the City of Hewitt will be responsible for paying \$7,750 of the total cost. Staff recommends approval of this grant application.



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 12

SUBMITTED BY: Jim Devlin, Police Chief

ITEM DESCRIPTION:

Consideration and action on a resolution in support of the submission of a grant application for the City of Hewitt Police Department Celebrite UFED Touch2 Upgrade and Training Project.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Hewitt Police Department is preparing a Justice Assistance Grant (JAG) request through the Heart of Texas Council of Governments (HOTCOG). These grant funds are set aside to fund law enforcement projects and priorities throughout our six-county Region with a focus on inter-agency cooperation. One of the projects identified by the Hewitt Police Department is for upgrade to Hewitt's existing Celebrite system. This system has been utilized for the past few years by not only Hewitt, but also other local law enforcement agencies. The total amount requested is \$10,780 with no local match required. City staff recommends approval of this item. The Grant application deadline is February 20. Award announcements would be made later this year.

ATTACHMENTS:

Resolution

RESOLUTION NO. 2018-1

WHEREAS, the Hewitt City Council finds it in the best interest of the citizens of Hewitt, TX that the City of Hewitt Police Department Cellebrite UFED Touch2 Upgrade and Training Project be operated for the year 2018; and

WHEREAS, the Hewitt City Council agrees that in the event of loss or misuse of the Criminal Justice Division funds, the Hewitt City Council assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, the Hewitt City Council designates the Hewitt City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Hewitt City Council approves submission of the grant application for the City of Hewitt Police Department Cellebrite UFED Touch2 Upgrade and Training Project to the Office of the Governor, Criminal Justice Division.

PASSED AND APPROVED this 5th day of February, 2018.

THE CITY OF HEWITT, TEXAS

Travis Bailey, Mayor

ATTEST:

Lydia Lopez, TRMC
City Secretary



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 13

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consideration and action on a resolution ordering a General Election for the City of Hewitt on Saturday, May 5, 2018, to be held as a joint election with McLennan County; authorizing a contract for election services; designating polling places and providing for other matters relating to the general election.

STAFF RECOMMENDATION/ITEM SUMMARY:

This resolution orders the City's General Election to be held on May 5, 2018. There are three (3) Council positions expiring this year. The filing deadline is Friday, February 16, 2018.

The City will contract with the McLennan County Elections Administrator to conduct the election this year. Vote Centers will be utilized to allow voters to cast their vote at any vote center location on election day. This contract allows the City to share election expenses with other entities. The entities will pay a pro-rata share of the election cost; however, the cost for each entity may increase or decrease depending on election cancellations. Our Hewitt Public Safety Facility will be used for early voting as well as election day voting.

Staff recommends approval of this resolution.

ATTACHMENTS:

Resolution w/supporting documents

RESOLUTION NO. 2018-2

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS:

That notice is hereby given that a General Election is ordered and will be held in the City of Hewitt, Texas on Saturday, May 5, 2018, at which time there shall be submitted to the duly qualified resident electors of the City as to the election of a Council Member for Ward 1, Place 2; a Council Member for Ward 2, Place 2; and Council Member for Ward 3, Place 2; for a term ending not later than two years therefrom in conformity with the valid provisions of the Charter of the City of Hewitt and the laws of the State of Texas.

That the Order of Election, attached as **Exhibit "A"** and incorporated by reference herein, is hereby adopted and ordered.

That applications to have the name of a candidate placed on the ballot may not be filed earlier than thirty (30) days before the deadline prescribed by the Texas Election Code for filing application with the City Secretary and that the earliest date for a candidate to file same will be January 17, 2018, at 8:00 A.M., with the last day of filing to be February 16, 2018, at 5:00 P.M., in accordance with Texas Election Code Sections 143.006 and 143.007.

That the City Manager is hereby authorized to execute a contract for election services with the McLennan County Elections Administrator in connection with the 2018 joint general election to be held on May 5, 2018. These services shall include, but not limited to, those services specified in the said contract, including the utilization of county polling locations pursuant to Section 43.007 of the Texas Election Code.

That the City of Bellmead, the City of Crawford, the City of Hewitt, the City of Lacy Lakeview, the City of Lorena, the City of Waco, the City of Woodway, the Crawford Independent School District; the LaVega Independent School District; the Lorena Independent School District; the Midway Independent School District; the Waco Independent School District shall hold a joint general election on May 5, 2018, during the hours of 7:00 A.M. to 7:00 P.M.

That the City Manager is authorized to enter into a joint agreement with City of Bellmead, the City of Crawford, the City of Hewitt, the City of Lacy Lakeview, the City of Lorena, the City of Waco, the City of Woodway, the Crawford Independent School District; the LaVega Independent School District; the Lorena Independent School District; the Midway Independent School District; and the Waco Independent School District to hold a joint election on May 5, 2018.

That the early voting locations are attached as **Exhibit "B"** and the polling location (referred to as "voting centers") are attached as **Exhibit "C"**, and incorporated by reference herein and hereby are respectively designated for the election on May 5, 2018.

That in accordance with Section 122.031–122.039 and 122.091 of the Texas Election Code, the County owns the HART eSlate electronic voting system that has been duly approved by the Secretary of State and that is hereby adopted to be used for the election on May 5, 2018.

That personal appearance early voting shall be held by the Election Administrator at the:

- McLennan County Elections Administration Office, 214 N 4th Street, Suite 300, Waco, Texas 76701
- Bellmead City Hall, 3015 Bellmead Drive, Bellmead, TX 76705
- First Assembly of God Church, 6701 Bosque Blvd., Waco, Texas 76710
- Hewitt Public Safety Facility, 100 Patriot Court, Hewitt, Texas 76643

That the Elections Administrator shall process all applications for early voting by mail as referenced in the order of election.

It is hereby officially found and determined that the meeting at which this resolution is passed is open to the public as required by law and that Public Notice of the place and purpose of said meeting was given as required by law.

PASSED AND APPROVED this 5th day of February, 2018.

THE CITY OF HEWITT, TEXAS

Travis Bailey, Mayor

ATTEST:

Lydia Lopez, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger
City Attorney

Exhibit "A"
ORDER OF GENERAL ELECTION
(ORDEN DE LA ELECCIÓN GENERAL)

An election is hereby ordered to be held on May 5, 2018, for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for three (3) positions (Ward 1, Place 2; Ward 2, Place 2 and Ward 3, Place 2) for the City of Hewitt.

(Por la presente se ordena que se llevará a cabo una elección el 5 de mayo de 2018, para votar en una elección general para elegir una (1) persona para que sirvan los termino completos de dos (2) años para las tres (3) posiciones (Ward 1, Place 2; Ward 2, Place 2 y Ward 3, Place 2) para la ciudad de Hewitt.)

The execution of a Joint Election Agreement with Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, Woodway, Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD and Waco ISD is hereby authorized and approved.

(La ejecución de un acuerdo de elección conjunta con Bellmead, Crawford, Hewitt, Lacy Lakeview, Lorena, Waco, Woodway, Crawford ISD, La Vega ISD, Lorena ISD, Midway ISD and Waco ISD se autoriza y aprueba.)

LOCATION(S) OF POLLING PLACES
(DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)

See attached List
(Véase la lista adjunta)

Early Voting by personal appearance will be conducted at:
(La votación adelantada en persona se llevará a cabo todos los días en:)

Early Voting Sites:
(Lugares de votación adelantada)

McLennan County Elections Administration Office
Records Building
214 North Fourth Street, Suite 300
Waco, Texas 76701

Bellmead City Hall
3015 Bellmead Drive
Bellmead, TX 76705

First Assembly of God Church
6701 Bosque Blvd.
Waco, Texas 76710

Hewitt Public Safety Facility
100 Patriot Court
Hewitt, TX 76643

The dates and times of Early Voting are:
(Los días y horas de votación adelantada son:)

Monday (lunes)	April 23, 2018 (23 de abril de 2018)	8:00 AM - 5:00 PM
Tuesday (martes)	April 24, 2018 (24 de abril de 2018)	8:00 AM - 5:00 PM
Wednesday (miércoles)	April 25, 2018 (25 de abril de 2018)	8:00 AM - 5:00 PM
Thursday (jueves)	April 26, 2018 (26 de abril de 2018)	8:00 AM - 5:00 PM
Friday (viernes)	April 27, 2018 (27 de abril de 2018)	8:00 AM - 5:00 PM
Saturday (sabado)	April 28, 2018 (28 de abril 2018)	7:00 AM - 7:00 PM
Monday (lunes)	April 30, 2018 (30 de abril de 2018)	7:00 AM - 7:00 PM
Tuesday (martes)	May 1, 2018 (1 de mayo de 2018)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:
(Las solicitudes para poder votar por deben ser enviadas a:)

Kathy E. Van Wolfe
McLennan County Elections Administrator
P.O. Box 2450
Waco, Texas 76703-2450
kathy.vanwolfe@co.mclennan.tx.us

Applications for ballot by mail must be received no later than the close of business on April 24, 2018:
(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 24 de abril 2018:)

Issued this the _____ day of _____, 2018.
(Emitada el día _____ de _____ 2018.)

Mayor, City of Hewitt
(alcalde, ciudad de Hewitt)

Exhibit “B”

Early Voting Sites: (Lugares de votación adelantada)

McLennan County Elections Administration Office
Records Building
214 North Fourth Street, Suite 300
Waco, Texas 76701

Bellmead City Hall
3015 Bellmead Drive
Bellmead, TX 76705

First Assembly of God Church
6701 Bosque Blvd.
Waco, Texas 76710

Hewitt Public Safety Facility
100 Patriot Court
Hewitt, TX 76643

EXHIBIT "C"

ELECTION DAY VOTE CENTERS (Centros de Voto Para el Día de las Elecciones)

Bellmead Civic Center
Cesar Chavez Middle School
China Spring ISD Administration Bldg.
Crawford High School
Dewey Community Center
Fellowship Bible Church
First Assembly of God Church
G. W. Carver Middle School
Hewitt Public Safety Facility
Heart of Texas Council of Governments
Lacy Lakeview Civic Center
Lake Shore United Methodist Church
Lorena First Baptist Church
MCC Conference Center
South Waco Library
University High School
Waco Convention Center
Waco High School (Performing Arts Center)
Waco Multi-Purpose Community Center
Woodway City Hall

3900 Parrish Street, Waco
700 S. 15th Street, Waco
12166 Yankie Road, China Spring
200 Pirate Drive, Crawford
925 N. 9th Street, Waco
5200 Speegleville Road., McGregor
6701 Bosque Blvd., Waco
1601 J. J. Flewellen Road, Waco
100 Patriot Court, Hewitt
1514 S. New Road, Waco
505 E. Craven Avenue, Waco
3311 Park Lake Drive, Waco
307 E. Center Street, Lorena
4601 N. 19th Street, Waco
2737 S. 18th Street, Waco
3201 S. New Road, Waco
100 Washington Avenue, Waco
2020 N. 42nd Street, Waco
1020 Elm Street, Waco
922 Estates Drive, Woodway



COUNCIL AGENDA ITEM FORM

MEETING DATE: February 5, 2018

AGENDA ITEM #: 14

SUBMITTED BY: Adam Miles, City Manager

ITEM DESCRIPTION:

Consideration and action on a resolution authorizing Walker Partners, LLC to coordinate acquisition of land for the Ritchie Road Project.

STAFF RECOMMENDATION/ITEM SUMMARY:

As part of the Ritchie Road reconstruction project additional right-of-way is required for the widening and future expansion of the road. Walker Partners, LLC is coordinating with all three governmental entities (Hewitt, Waco, & McLennan County) to acquire needed right-of-way for their respective portion of the project. If this item is approved, Walker Partners will be authorized to coordinate with city staff and adjacent land owners concerning acquisition within requirements established by state law. Current cost estimates for Hewitt's portion totals \$182,000.

ATTACHMENTS:

Resolution

RESOLUTION NO. 2018-3

A RESOLUTION AUTHORIZING WALKER PARTNERS, LLC TO COORDINATE ACQUISITION OF LAND FOR THE RITCHIE ROAD PROJECT

WHEREAS, the Ritchie Road Project (“Project”) is for safety improvements, reconstruction and widening of Ritchie Road; and

WHEREAS, due to road re-location and widening that is part of the Project, it is necessary to acquire certain parcels of land—which will generally involve acquiring only a portion or portions of privately-owned tracts of land; and

WHEREAS, the acquisition process will be carried out by City staff and professionals engaged by the City; and

WHEREAS, it is found and declared that the real property to be acquired for the Project is necessary to carry out the Project, and that the Project is necessary for protecting and serving the safety, welfare and convenience of the public.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS THAT:

1. Incorporation of Recitals. The foregoing recitals are incorporated herein and made findings of fact.

2. Additional Findings. It is found, determined and decreed that the Project is a public project serving a public purpose. It is further found, determined and decreed that there is a public necessity for acquisition of the real property for the Project, and that the safety, welfare, and convenience of the public will be served thereby.

3. Property to be Acquired. As currently designed the Project will be located generally as set forth on **Exhibit “A” hereto**. This is a joint project between McLennan County, the City of Waco, and the City of Hewitt. Therefore, much of the land to be acquired will actually be acquired by other entities.

4. Acquisition Process. The process of acquiring the needed property will involve City staff, Walker Partners, LLC and its subcontractors, and Legal (sometimes referred to herein as the “Acquisition Team”). The City engaged Walker Partners, LLC for both the design/construction administration needed for the Project, and for coordinating the acquisition process for the needed property. Walker Partners, LLC has engaged or will engage as necessary, real estate and appraisal professionals to assist in this process, which includes, but is not limited to: identifying needed property, notifying the owner(s) of the intent to acquire the property; providing notices and information required by state law, meeting with owners; making initial offers, participating in negotiations with the owners, recommending and making final offers, and coordinating the acquisition of the properties. If an agreed acquisition cannot be reached, Walker Partners, LLC and its team will provide information and support in any eminent domain proceeding initiated by the City.

The Acquisitions team shall coordinate and work together to accomplish acquisitions.

5. Authorization for Voluntary Acquisitions. To provide for the efficient and timely acquisition of properties, the Acquisition Team is authorized to proceed with the acquisition process as to any and all properties needed for the Project based on the budget for the Project. However, the actual payment of funds for any acquisition must be approved by the City Council. Therefore, final offers must include a provision stating that the offer, if accepted, still must be approved for payment by the City Council.

6. Involuntary Acquisitions. If an agreement cannot be reached on a parcel, a separate order of this Council is required to initiate eminent domain proceedings.

7. Just Compensation. The Acquisition Team will undertake as to each offer to assure that just compensation is being provided.

9. Ratification and Approval. Any steps taken by the Acquisition Team to acquire needed properties taken prior to this Order are ratified and approved.

RESOLVED and ORDERED on the 5th day of February, 2018.

CITY OF HEWITT, TEXAS

Travis Bailey, Mayor

ATTEST:

Lydia Lopez, City Secretary

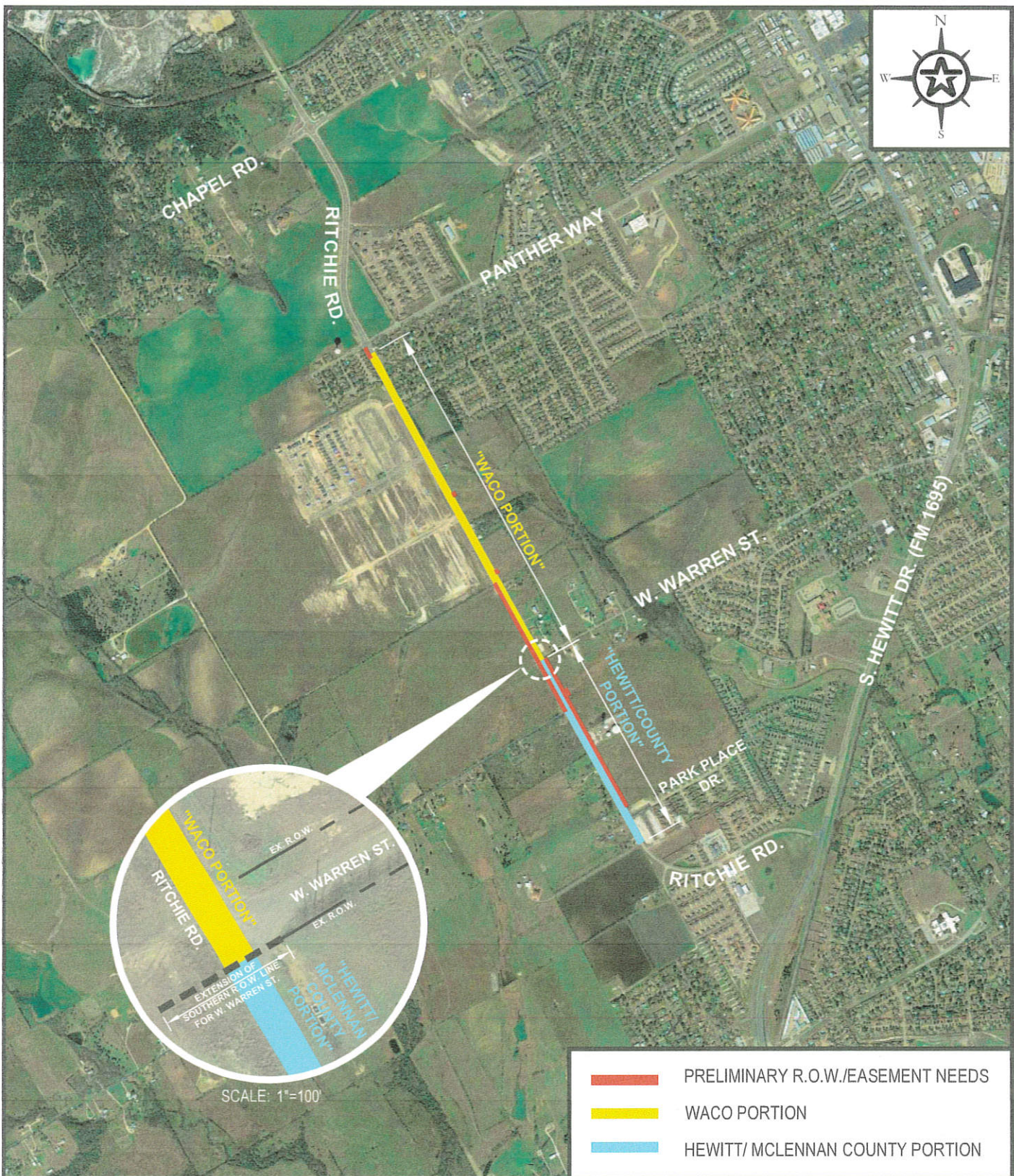


EXHIBIT A - RITCHIE ROAD R.O.W./EASEMENT NEEDS

SCALE: 1"=2000'



Walker Partners
engineers ★ surveyors

T.B.P.E. Registration No. 8053

CLIENT: CITY OF WACO, CITY OF HEWITT,
MCLENNAN COUNTY

PROJECT: RITCHIE ROAD IMPROVEMENTS

PROJECT NUMBER: 1-03018

DATE: 02/01/2018

A