



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Montgomery, Mayor Pro Tem
John P. Barnes, Councilmember
Melanie Bell, Councilmember
Shannon Carroll, Councilmember

STAFF

David Beach, City Manager
Scott Bounds, Olson & Olson, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **Regular Meeting** of the West University Place City Council to be held on **Monday, September 27, 2021** beginning at **6:30 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

Residents can attend in-person or via Zoom. To attend the meeting via telephonic means, please **call 346-248-7799** or you can **join via <https://us02web.zoom.us/j/87212303385>**. **The Meeting ID Number is 872 1230 3385.** Should you have difficulty entering the meeting or need assistance during the meeting, email westuzoom@westutx.gov.

Any person interested in speaking via Zoom on any item on the regular agenda or during public comments must submit his/her request via email to the City Secretary at tgilliam@westutx.gov at least **one (1) hour prior to the start of the meeting**. The request must include the speaker's name, address, and the phone number that will be used for the call, and the agenda item number or description, if applicable. Speakers will remain in a queue and muted until their time to speak. Handouts or other information must be emailed to tgilliam@westutx.gov no later than one day prior to the start of the meeting. The information will be provided to Mayor and Council in advance of the meeting. **Any person interested in speaking in-person** at the meeting, must sign up before the start of the regular meeting at 6:30 p.m.

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The agenda packet is accessible to the public on the City's website. A recording of this meeting will be made available to the public within three (3) business days after the meeting. **To obtain a hard copy of the agenda packet, please contact the City Secretary via the email address above.**

Prior to the meeting, there will be a reception for members of the City's boards and commissions.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the item is discussed.

Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City.

4. COVID-19 Update

Matters related to COVID-19. *Recommended Action: Discuss and take any desired action. Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator* [see Agenda Memo 4]

5. Adoption of the 2022 Budget

A. Consider an ordinance adopting the 2022 Budget.

Matters related to an ordinance adopting the budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022 appropriating funds for such budget; containing findings and provisions relating to the subject. *Recommended Action: By Record Vote Approve the ordinance adopting the 2022 Budget on first and final reading. Ms. Katherine DuBose, Finance Director.* [see Agenda Memo 5]

B. Ratify the property tax increase reflected in the 2022 Budget.

Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. *Recommended Action: Ratify the property tax increase reflected in the budget. Ms. Katherine DuBose, Finance Director.* [see Agenda Memo 5]

6. Adoption of the 2021 Tax Rate

A. Approve the tax rate of \$0.193797 per \$100 valuation for the purposes of maintenance and operations. *Recommended Action: By Record Vote Approve the tax rate of \$0.193797 per \$100 valuation for the purposes of maintenance and operations.* [see Agenda Memo 6]

B. Approve the tax rate of \$0.084725 per \$100 valuation for the purposes of debt service. *Recommended Action: By Record Vote Approve the tax rate of \$0.084725 per \$100 valuation for the purposes of debt service.* [see Agenda Memo 6]

C. Matters related to an ordinance approving and adopting the 2021 tax rate. *Recommended Action: By Record Vote Approve an ordinance adopting the City's combined property tax rate of \$0.278522 per \$100 in assessed value. Ms. Katherine DuBose, Finance Director* [see Agenda Memo 6]

7. Capital Improvement Plan for FY 2022-2026

Matters related to acceptance of the Capital Improvement Plan for FY 2022-2026. *Recommended Action: Accept Capital Improvement Plan for FY 2022-2026. Ms. Katherine DuBose, Finance Director* [see Agenda Memo 7]

8. West University Place Tri-Sports Agreement

Matters related to an agreement West University Tri-Sports Association. *Recommended Action: Discuss and take any desired action. Mr. Dave Beach, City Manager and Mr. Scott Bounds, City Attorney* [see Agenda Memo 8]

9. Nominating Candidate for the Harris County Appraisal District Board of Directors

Matters related to nominating a candidate to serve on the Board of Directors of the Harris County Appraisal District to represent small cities and towns other than the Houston. *Recommended Action: Discuss and take any desired action. Mr. Dave Beach, City Manager* [see Agenda Memo 9]

10. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Meeting Minutes

Approve City Council Minutes of September 20, 2021. *Recommended Action: Approve City Council Minutes of September 20, 2021. Ms. Thelma Gilliam, City Secretary* [see Agenda Memo 10A]

B. Resolution Ordinance Approving Adoption of Fee Schedules by Resolution

Matters related to the second reading of an ordinance approving adoption of the City's fee schedules by resolution. *Recommended Action: Approve ordinance to adopt the City's fee schedules by resolution on the second and final reading. Ms. Katherine DuBose, Finance Director* [see Agenda Memo 10B]

C. Resolution Appointing Member to the Friends of West U Parks Fund Board

Matters related to appointing Chandradev Mehta to Position 10 on the West U Parks Fund Board. *Recommended Action: Approve resolution appointing Chandradev Mehta to Position 10 on the West U Parks Fund Board for a term beginning September 27, 2021 and ending August 31, 2024. Ms. Donna LaMond, Director of the Friends of West U Parks Fund Board* [see Agenda Memo 10C]

11. Adjourn Regular Meeting

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that the attached amended notice and agenda of items to be considered by the West University Place City Council on September 27, 2021 was posted on the Municipal Building bulletin board on September 23, 2021, at approximately 3:45 o'clock p.m.

(SEAL)

Thelma A. Gilliam
Thelma A. Gilliam, City Secretary



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.2021	Agenda Item	4
Approved by City Manager	N/A	Presenter(s)	A. Taylor, EMC, Fire Chief
Reviewed by City Attorney	N/A	Department	Fire/EOC
Subject	COVID-19 Update		
Attachments	None		
Financial Information	Expenditure Required:	None	
	Amount Budgeted:	None	
	Account Number:	None	
	Additional Appropriation Required:	None	
	Additional Account Number:	None	

Executive Summary

Update and discussion between City Council and staff on COVID-19.

Recommended Action

Report and discussion purposes only, no action recommended.



AGENDA MEMO
 Business of the City Council
 City of West University Place, Texas

Meeting Date	09.27.21	Agenda Item	5
Approved by City Manager	Yes	Presenter(s)	K. DuBose, Director
Reviewed by City Attorney	Yes	Department	Finance
Subject	Adoption of the Fiscal Year 2022 Budget		
Attachments	Ordinance (With Exhibit A – Proposed FY 2022 Budget)		
Financial Information	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		N/A
	Additional Appropriation Required:		N/A
	Additional Account Number:		N/A

Executive Summary

The 2022 Budget appropriates \$44,204,670 for general operations, water & wastewater operations, solid waste operations, debt service, internal services and special revenues for the fiscal year beginning January 1, 2022 and ending December 31, 2022. Included in this total is \$7,906,620 of internal transfers. Not included in the total is an additional appropriation of \$24,883,000 for capital projects, which includes a transfer of \$710,000 from the Capital Reserve Fund.

Prior to this meeting to adopt the 2022 Budget, the City Manager and staff presented and discussed details of the appropriations, tax rates, and other information related to the annual budget at the following meetings/workshop:

- September 11, 2021 – City Council Budget Workshop
- September 20, 2021 – City Council Meeting – Public Hearing for Budget

The Public Hearing on the 2022 Budget was held as required by State law to afford the residents an opportunity to provide related comments.

The City will be approving the ordinance at this meeting on first and final reading, because the budget must be approved no later than September 27, 2021. The budget is required to be approved within 30 days of filing the document with the City Secretary, which occurred on August 27, 2021.

Recommended Action

Staff recommends that the City Council take the following as separate actions:

- A. By Record Vote approve the ordinance adopting the 2022 Budget on first and final reading.
- B. Ratify the property tax increase reflected in the Budget.

**City of West University Place
Harris County, Texas**

Ordinance No. XXXX

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022; APPROPRIATING FUNDS FOR SUCH BUDGET AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, as required by the City Charter and state law, the City Manager has prepared and submitted to the City Council a budget with estimate of expenditures and revenue of all city departments and activities for the year beginning January 1, 2022 and ending December 31, 2022; and

WHEREAS, such budget has been timely filed with the City Secretary, the City Council has had sufficient time to review and revise such budget and notice of a public hearing upon such budget has been duly given; and

WHEREAS, a public hearing has been held, and all taxpayers and interested persons were provided an opportunity to attend and participate in such hearing; and

WHEREAS, public participation, input and suggestions regarding the budget have been received and considered by the City Council, and the City Council has made changes as the City Council considers warranted by law in the best interest of the municipal taxpayers, and the City Council has found and determined that the budget adopted by this ordinance does not allow expenditures during the budget period in excess of funds estimate to be on hand during the same period;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS:

Section 1. The matters and facts set out in the preamble of this ordinance are found and determined to be true and correct and are hereby approved and adopted by the City Council.

Section 2. That the budget estimate of the revenues of the City of West University Place and the expenses of conducting the affairs thereof for the ensuing fiscal year, beginning January 1, 2022 and ending December 31, 2022, as finally submitted to the City Council by the City Manager of said City, a copy of which is attached hereto as “Exhibit A” and is made a part of this Ordinance for all purposes and which is also on file in the City Secretary’s office and on the City’s website, be hereby adopted and approved as the budget estimate of all the current expenses as well as the fixed charges against said City for the fiscal year beginning January 1, 2022, and ending December 31, 2022.

Section 3. That this ordinance approving and adopting the Budget is made in all things in accordance with the terms and provisions of the City Charter of the City of West University Place, Texas and the laws of the State of Texas and shall be interpreted and construed in compliance therewith.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 5. If any word, phrase, clause, sentence, paragraph, section or other part of this ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section, or other part of this ordinance to any other persons or circumstances, shall be affected thereby.

Section 6. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this ordinance was discussed, considered, or acted upon was given in the manner required by the Open Meetings Act, Chapter 551, Texas Local Government Code, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 7. After adoption of the Budget, the City Manager shall provide for the filing of a true copy of the Budget (and each amendment) in the office of the County Clerk of Harris County, Texas.

Section 8. This ordinance shall become effective upon adoption and signature.

PASSED, APPROVED, ADOPTED AND SIGNED ON, this 27th day of September, 2021.

SIGNED:

ATTEST:

Susan Sample, Mayor

Thelma A. Gilliam, City Secretary

RECOMMENDED:

REVIEWED:

Dave Beach, City Manager

Olson & Olson, LLP, City Attorney
By Scott Bounds

Exhibit A

City of West University Place Proposed FY 2022 Budget



GENERAL FUND

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES BY DEPARTMENT**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES:					
AD VALOREM TAXES	\$ 11,868,670	\$ 12,307,661	\$ 12,925,878	\$ 12,908,400	\$ 13,526,000
SALES TAXES	1,300,763	1,358,237	1,220,000	1,349,300	1,300,000
FRANCHISE TAXES	1,093,925	908,388	993,000	945,000	920,000
OTHER TAXES	11,219	8,382	8,000	11,700	10,000
TOTAL TAXES	\$ 14,274,577	\$ 14,582,667	\$ 15,146,878	\$ 15,214,400	\$ 15,756,000
PERMITS, LICENSES AND FEES	727,588	648,139	606,750	709,200	695,500
CHARGES FOR SERVICES	3,414,984	1,953,402	2,872,100	2,647,000	2,884,500
FINES AND FORFEITURES	277,731	110,579	135,400	106,200	132,000
EARNINGS ON INVESTMENTS	340,194	102,657	83,500	11,000	12,000
OTHER REVENUE	343,593	1,340,343	469,800	487,400	454,200
TRANSFERS IN	1,789,454	1,640,691	1,695,300	1,728,000	1,737,400
TOTAL REVENUES	\$ 21,168,121	\$ 20,378,479	\$ 21,009,728	\$ 20,903,200	\$ 21,671,600

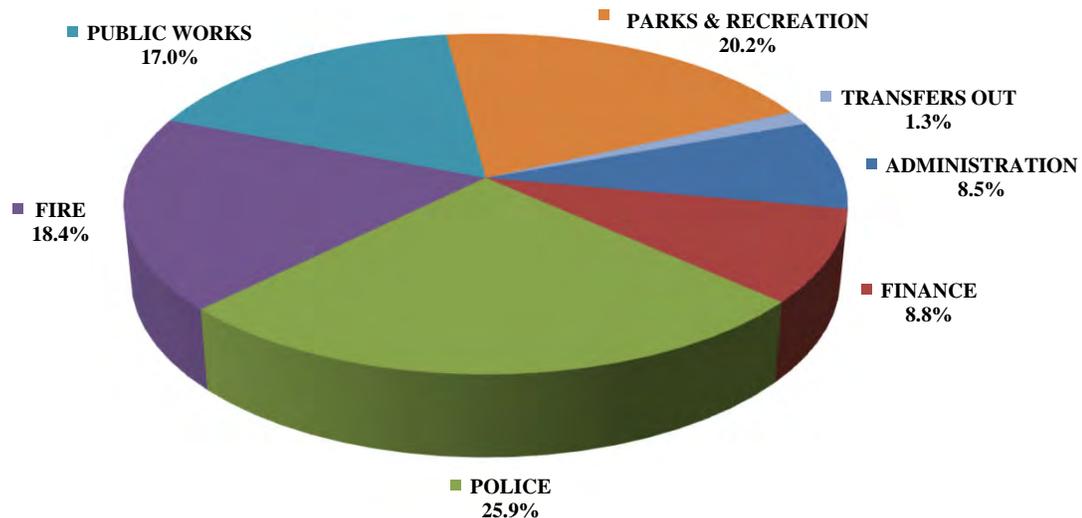
EXPENDITURES BY DEPARTMENT:

ADMINISTRATION	\$ 1,487,012	\$ 1,278,449	\$ 1,725,970	\$ 1,615,005	\$ 1,820,250
FINANCE	2,878,097	1,600,284	1,847,400	1,734,100	1,889,900
POLICE	4,541,084	4,737,561	5,531,200	4,949,250	5,560,750
FIRE	3,546,949	3,710,437	3,850,000	3,636,200	3,952,300
PUBLIC WORKS	2,992,669	3,277,667	3,621,050	3,536,200	3,663,800
PARKS & RECREATION	4,072,762	3,040,622	4,113,450	3,908,840	4,334,000
TRANSFERS OUT	-	283,600	587,000	7,807,000	285,000
TOTAL EXPENDITURES	\$ 19,518,573	\$ 17,928,621	\$ 21,276,070	\$ 27,186,595	\$ 21,506,000

NET REVENUES (EXPENDITURES)	\$ 1,649,548	\$ 2,449,858	\$ (266,342)	\$ (6,283,395)	\$ 165,600
BEGINNING FUND BALANCE	8,176,398	9,825,946	10,591,614	12,275,805	5,992,410
ENDING FUND BALANCE	\$ 9,825,946	\$ 12,275,805	\$ 10,325,272	\$ 5,992,410	\$ 6,158,010
ASSIGNED*	197,000	203,000	211,000	211,000	219,000
RESTRICTED**	332,455	352,432	463,708	372,432	392,432
UNASSIGNED FUND BALANCE	\$ 9,296,492	\$ 11,720,373	\$ 9,650,564	\$ 5,408,978	\$ 5,546,578

* Assigned for City Manager's Contract
** Restricted for PEG fees

2022 GENERAL FUND EXPENDITURES BY DEPARTMENT



GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES BY ACCOUNT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES:					
AD VALOREM TAXES	\$ 11,868,670	\$ 12,307,661	\$ 12,925,878	\$ 12,908,400	\$ 13,526,000
SALES TAXES	1,300,763	1,358,237	1,220,000	1,349,300	1,300,000
FRANCHISE TAXES	1,093,925	908,388	993,000	945,000	920,000
OTHER TAXES	11,219	8,382	8,000	11,700	10,000
TOTAL TAXES	\$ 14,274,577	\$ 14,582,667	\$ 15,146,878	\$ 15,214,400	\$ 15,756,000
PERMITS, LICENSES AND FEES	727,588	648,139	606,750	709,200	695,500
CHARGES FOR SERVICES	3,414,984	1,953,402	2,872,100	2,647,000	2,884,500
FINES AND FORFEITURES	277,731	110,579	135,400	106,200	132,000
EARNINGS ON INVESTMENTS	340,194	102,657	83,500	11,000	12,000
OTHER REVENUE	343,593	1,340,343	469,800	487,400	454,200
TRANSFERS IN	1,789,454	1,640,691	1,695,300	1,728,000	1,737,400
TOTAL REVENUES	\$ 21,168,121	\$ 20,378,479	\$ 21,009,728	\$ 20,903,200	\$ 21,671,600
EXPENDITURES:					
REGULAR WAGES	\$ 7,104,156	\$ 7,441,332	\$ 8,155,700	\$ 7,798,400	\$ 8,441,200
PART-TIME WAGES	673,893	509,779	745,000	641,020	781,000
ON CALL	17,291	19,479	23,800	23,400	24,500
OVERTIME	706,689	611,710	616,800	592,350	604,100
LONGEVITY	49,797	51,684	58,400	55,000	60,700
HEALTH & DENTAL	1,003,084	899,373	1,156,700	907,500	1,095,300
TMRS	1,053,654	1,086,603	1,179,800	1,136,000	1,224,500
FICA	633,495	636,157	709,550	670,000	736,200
WORKERS COMPENSATION	91,464	146,753	85,620	86,505	90,550
ALLOWANCES	64,355	62,731	69,200	63,720	69,600
RETIREE BENEFITS	188,600	94,400	98,300	94,400	98,800
OTHER BENEFITS	385,927	30,639	45,500	41,200	44,550
HSA CONTRIBUTION	15,375	112,175	110,500	76,200	111,000
EMPLOYEE RELATIONS	26,352	18,126	32,300	28,500	20,900
PERSONNEL	\$ 12,014,133	\$ 11,720,940	\$ 13,087,170	\$ 12,214,195	\$ 13,402,900
OFFICE SUPPLIES	\$ 34,896	\$ 38,835	\$ 41,250	\$ 38,700	\$ 42,500
APPREHENSION & JAILING	1,861	861	1,400	1,400	1,400
OPERATING SUPPLIES	182,388	195,000	218,200	220,400	169,600
EMS SUPPLIES	-	-	28,000	28,000	30,000
FUEL	63,087	40,627	75,000	60,000	71,000
EMERGENCY GENERATOR FUEL	1,739	4,401	3,700	20,000	5,000
TREATMENT CHEMICALS	26,361	17,891	35,400	37,900	39,600
EQUIPMENT MAINTENANCE	91,298	85,958	118,400	107,300	135,600
VEHICLE MAINTENANCE	92,207	99,178	93,500	104,500	101,500
BUILDING & GROUNDS MAINTENANCE	135,180	65,674	80,000	80,000	88,700
SWIMMING POOL MAINTENANCE	61,890	65,053	62,500	62,500	58,500
DRAINAGE MAINTENANCE	27,254	46,576	43,000	43,000	146,000
STREET MAINTENANCE	110,761	179,489	205,000	205,000	155,000
TRAFFIC CONTROL MAINTENANCE	25,752	18,393	24,000	24,000	24,000
POSTAGE & SHIPPING	97,370	66,137	73,100	72,800	44,300
ELECTRIC SERVICE	334,404	217,299	277,000	250,500	263,000
STREET LIGHTING - ELECTRIC SERVICE	117,915	53,246	75,000	70,000	75,000
SURFACE WATER	121	-	1,000	-	-
NATURAL GAS SERVICE	20,326	16,473	23,400	28,000	31,200
SOFTWARE LICENSES	-	-	-	-	6,000
CONSULTANTS	70,407	54,035	76,000	83,000	35,000
LEGAL	128,813	160,501	205,000	190,000	211,000

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES BY ACCOUNT**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
EQUIPMENT LEASE/RENTAL	35,664	30,893	38,800	24,200	25,500
PROFESSIONAL DUES	29,255	27,606	35,800	33,100	37,950
PUBLICATIONS	20,688	15,394	25,550	23,300	22,600
PROFESSIONAL DEVELOPMENT	128,053	74,093	184,500	126,300	192,150
CREDIT CARD FEES	57,748	38,039	60,000	60,600	66,800
OTHER CONTRACTED SERVICES	1,177,825	1,035,816	1,507,400	1,202,400	1,403,400
LOBBYIST	-	-	30,000	25,000	-
INSTRUCTOR FEES	882,360	339,446	856,300	641,800	840,000
YOUTH SPORTS	125,000	-	-	40,000	100,000
GENERAL LIABILITY INSURANCE	8,330	8,976	10,000	9,000	10,100
ERRORS & OMISSIONS	16,450	16,496	18,000	17,000	22,200
LAW ENFORCEMENT LIABILITY	15,054	14,433	17,000	17,000	23,000
CRIME COVERAGE FIDELITY	2,907	3,124	3,200	3,200	3,200
AUTO LIABILITY	38,192	39,808	42,000	41,000	46,200
AUTO PHYSICAL DAMAGE	29,529	33,144	30,000	30,000	30,000
UNDERGROUND STORAGE LIABILITY	500	500	800	500	800
REAL & PERSONAL PROPERTY	99,907	104,910	111,000	107,000	121,500
DEDUCTIBLE	1,180	(290)	10,000	10,000	10,000
PROPERTY TAXES	11,288	1,758	-	-	-
COMMUNITY RELATIONS	33,257	22,277	139,000	105,000	313,700
BOARDS AND COMMITTEES	4,594	5,039	5,000	5,000	5,000
ELECTION EXPENSE	18,425	-	28,000	47,000	30,000
BAD DEBT EXPENSE	-	145	-	1,700	200
FURNITURE & EQUIP < \$5000	1,352	1,751	3,200	5,200	2,000
FURNITURE & FIXTURES	21,510	1,873	-	1,200	-
AUTOMOBILES	-	-	-	30,000	-
LAND ACQUISITION	678,263	-	-	-	-
OTHER EQUIPMENT	53,931	171,992	154,500	163,900	115,300
CONSTRUCTION COSTS	6,344	-	12,000	5,000	5,000
OTHER CONSTRUCTION COSTS	28,604	70,895	51,500	194,500	85,200
TRANSFER TO CAPITAL PROJECT FUND	-	-	300,000	300,000	-
TRANSFER TO CAPITAL RESERVE FUND	-	-	-	7,000,000	-
TRANSFER TO VEHICLE REPLACEMENT FUND	343,300	365,355	343,000	343,000	350,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	1,435,500	1,496,400	1,541,200	1,761,200	1,734,100
TRANSFER TO ASSET REPLACEMENT FUND	575,400	576,100	539,300	539,300	443,300
TRANSFER TO EMPLOYEE BENEFIT FUND	-	33,700	35,000	35,000	35,000
TRANSFER TO HUMAN RESOURCE SVCS FUND	-	249,900	252,000	252,000	250,000
CONTINGENCY	-	2,482	45,000	45,000	45,000
OPERATING	\$ 7,504,440	\$ 6,207,681	\$ 8,188,900	\$ 14,972,400	\$ 8,103,100
TOTAL EXPENDITURES	\$ 19,518,573	\$ 17,928,621	\$ 21,276,070	\$ 27,186,595	\$ 21,506,000

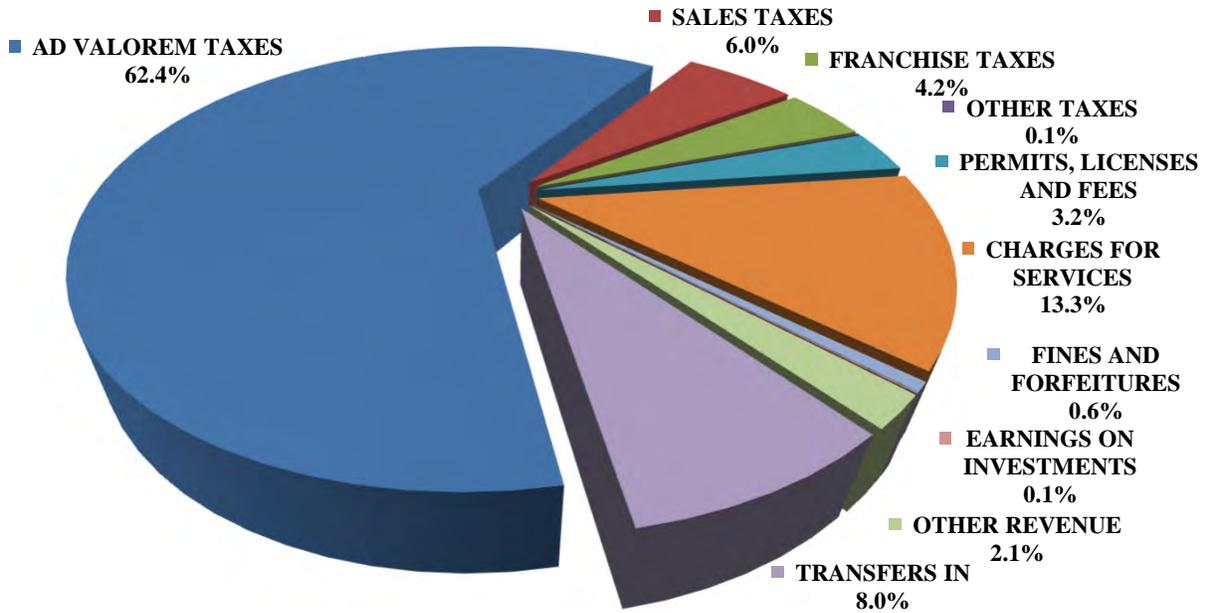
**GENERAL FUND
DETAIL STATEMENT OF REVENUES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
CURRENT YEAR PROPERTY TAXES	\$ 11,716,660	\$ 12,170,492	\$ 12,865,878	\$ 12,809,900	\$ 13,441,000
PRIOR YEAR PROPERTY TAXES	100,890	87,550	20,000	44,500	40,000
PENALTY AND INTEREST	51,120	49,619	40,000	54,000	45,000
AD VALOREM TAXES	\$ 11,868,670	\$ 12,307,661	\$ 12,925,878	\$ 12,908,400	\$ 13,526,000
SALES TAX	\$ 1,300,763	\$ 1,358,237	\$ 1,220,000	\$ 1,349,300	\$ 1,300,000
SALES TAXES	\$ 1,300,763	\$ 1,358,237	\$ 1,220,000	\$ 1,349,300	\$ 1,300,000
ELECTRICITY	\$ 547,169	\$ 546,875	\$ 547,000	\$ 545,400	\$ 545,000
NATURAL GAS	168,128	145,128	147,000	169,500	150,000
TELEPHONE	72,576	77,813	60,000	74,000	70,000
CABLE	277,022	138,573	239,000	136,100	135,000
TELEPHONE-PEG FEES	29,031	-	-	20,000	20,000
FRANCHISE TAXES	\$ 1,093,925	\$ 908,388	\$ 993,000	\$ 945,000	\$ 920,000
MIXED BEVERAGE TAX	\$ 11,219	\$ 8,382	\$ 8,000	\$ 11,700	\$ 10,000
OTHER TAXES	\$ 11,219	\$ 8,382	\$ 8,000	\$ 11,700	\$ 10,000
TOTAL TAXES	\$ 14,274,577	\$ 14,582,667	\$ 15,146,878	\$ 15,214,400	\$ 15,756,000
BUILDING PERMIT	\$ 310,376	\$ 235,786	\$ 250,000	\$ 250,000	\$ 275,000
PLUMBING PERMIT	87,200	84,515	70,000	85,000	90,000
HVAC PERMIT	61,267	56,270	55,000	50,000	55,000
FENCE AND SIDEWALK PERMIT	49,751	45,718	40,000	60,000	50,000
ELECTRICAL PERMIT	58,182	59,461	45,000	70,000	60,000
TREE DISPOSITION FEE	30,300	32,800	30,000	30,000	30,000
LOW IMPACT INSPECTION FEE	15,500	18,500	15,000	50,000	20,000
ALARM PERMIT	50,780	49,320	50,500	33,000	50,000
DRAINAGE PERMIT	6,905	6,635	6,500	10,000	7,000
TREE REMOVAL PERMIT	150	350	500	500	500
FIRE SPRINKLER PERMITS	2,447	1,909	3,000	2,000	2,000
PET LICENSES	1,205	1,580	1,000	1,200	1,000
ALCOHOLIC BEVERAGE PERMIT	250	6,520	250	500	5,000
ELECTRICAL CONTRACTOR PERMIT	75	-	-	-	-
CONTRACTOR PERMIT	46,200	48,775	40,000	60,000	50,000
ROW USE PERMIT	7,000	-	-	7,000	-
PERMITS, LICENSES AND FEES	\$ 727,588	\$ 648,139	\$ 606,750	\$ 709,200	\$ 695,500
PLAN CHECKING FEE	\$ 130,249	\$ 105,774	\$ 100,000	\$ 115,000	\$ 125,000
ZPC & ZBA FEES	3,150	6,150	2,800	4,400	4,400
BUILDING STANDARDS FEE	300	600	300	300	300
RE-INSPECTION FEE	125	300	-	-	-
PLAT REVIEW FEE	540	950	1,000	1,200	1,200
PREMATURE WORK FEE	95,206	101,174	70,000	115,000	115,000
AMBULANCE SERVICE	199,960	187,137	150,000	175,000	150,000
CHILD SAFETY	18,669	16,638	18,000	18,300	18,000
ALARM MONITORING	700,669	701,335	982,000	700,000	745,000
OTHER FEES AND PERMITS	25,410	21,240	15,000	18,000	20,000
SENIOR SERVICES CLASSES	118,796	30,855	82,500	31,000	55,000
RENTALS - COMMUNITY BUILDING	46,923	21,809	11,000	27,500	34,000
MEMBERSHIPS - RECREATION CENTER	208,663	123,649	146,000	146,000	175,200
DAY PASS - RECREATION CENTER	15,252	23,606	11,000	17,600	21,100
AQUATIC CLASS FEES - RECREATION CENTER	989,940	368,829	693,000	560,000	672,000
SPECIAL PERMIT FEES - RECREATION CENTER	72,239	15,542	36,000	36,000	36,000
RENTALS - RECREATION CENTER	-	6	-	-	1,500
RECREATION CENTER - SPECIAL EVENTS	-	-	-	2,500	6,000
MEMBERSHIPS - COLONIAL PARK	191,882	49,432	134,500	137,000	150,700
DAY PASS - COLONIAL PARK	51,210	30,975	36,000	36,000	43,200
COLONIAL PARK - SPECIAL EVENTS	11,423	800	8,000	100	500
POOL RENTAL - COLONIAL PARK	41,184	240	29,000	33,500	40,200
PAVILION RENTAL - COLONIAL PARK	13,818	3,900	9,500	10,200	12,200
CONCESSIONS - COLONIAL PARK	6,341	1,796	4,500	2,000	2,000

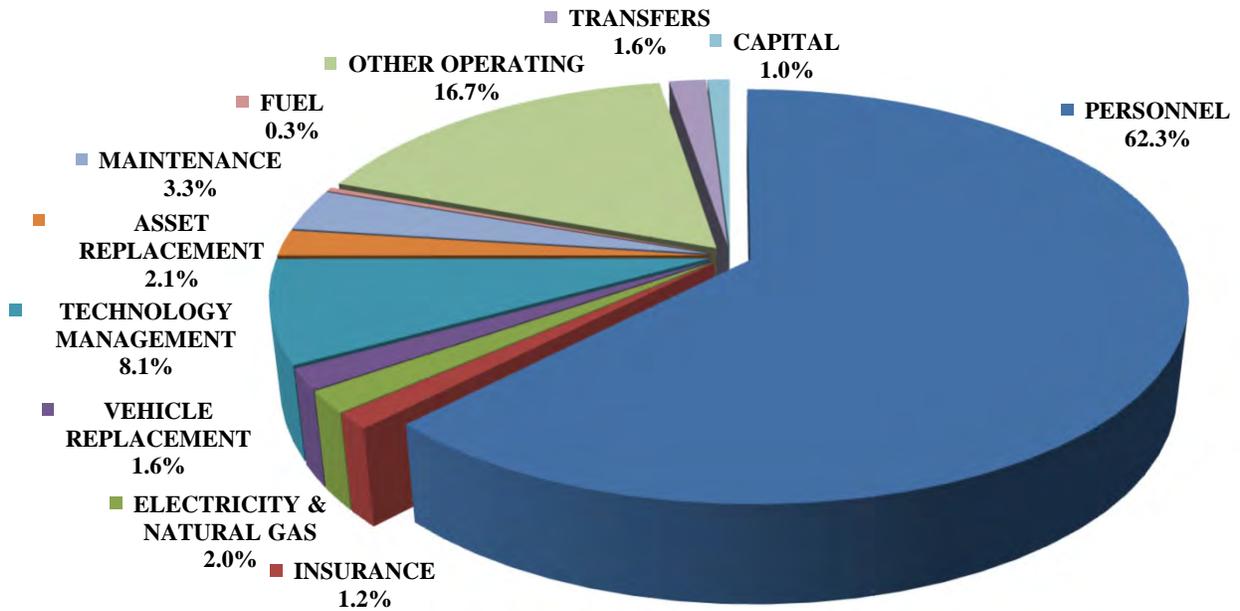
**GENERAL FUND
DETAIL STATEMENT OF REVENUES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
SPECIAL PERMIT FEES - COLONIAL PARK	12,060	(2,521)	8,500	12,900	8,500
MISCELLANEOUS - CULTURAL & RECREATIONAL	462,398	143,186	323,500	447,500	447,500
CHARGES FOR SERVICES	\$ 3,416,405	\$ 1,953,402	\$ 2,872,100	\$ 2,647,000	\$ 2,884,500
MUNICIPAL COURT FINES	\$ 259,850	\$ 103,363	\$ 130,000	\$ 100,000	\$ 125,000
LOCAL TRAFFIC FINES	4,911	2,142	2,500	2,500	3,000
CHILD SAFETY FINE	1,900	425	900	1,500	2,000
FALSE ALARM FEE	10,200	4,350	1,000	1,200	1,000
PET IMPOUNDMENT	870	300	1,000	1,000	1,000
FINES AND FORFEITURES	\$ 277,731	\$ 110,579	\$ 135,400	\$ 106,200	\$ 132,000
EARNINGS ON INVESTMENTS	\$ 294,146	\$ 114,412	\$ 83,500	\$ 12,000	\$ 12,000
GAIN/LOSS ON INVESTMENT	46,048	(11,755)	-	(1,000)	-
EARNINGS ON INVESTMENTS	\$ 340,194	\$ 102,657	\$ 83,500	\$ 11,000	\$ 12,000
FEDERAL GRANT	\$ 20,626	\$ 914,121	\$ -	\$ 20,000	\$ 20,000
FEMA REIMBURSEMENT	1,493	23,975	-	-	-
SOUTHSIDE PLACE	258,625	272,017	272,000	272,000	270,000
SETRAC	-	-	-	8,500	-
SALE OF CITY PROPERTY	56	-	-	-	-
SALE OF CITY PROPERTY-NON-CAPITALIZED	150	585	-	-	-
RESEARCH & COPIES	585	306	500	500	500
AUTO DECALS	237	140	200	200	200
NSF CHECKS	310	360	-	-	-
CASH OVER/SHORT	(138,484)	20	-	2,000	-
MISCELLANEOUS	53,144	22,005	15,000	18,700	15,000
CYCLONE CYCLES	55,597	57,821	59,100	9,400	-
GOODE COMPANY	82,254	27,824	87,000	87,100	88,500
RENTAL PROPERTY INCOME	9,000	21,170	36,000	69,000	60,000
OTHER REVENUE	\$ 343,593	\$ 1,340,343	\$ 469,800	\$ 487,400	\$ 454,200
TRANSFER FROM 2019 CERT OF OBLIGATION FUND	\$ 86,954	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM WATER & SEWER FUND	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
TRANSFER FROM SOLID WASTE FUND	310,000	310,000	310,000	310,000	310,000
TRANSFER FROM EMPLOYEE BENEFIT FUND	142,500	-	-	-	-
TRANSFER FROM HUMAN RESOURCE SVCS FUND	-	80,691	135,300	168,000	177,400
TRANSFERS IN	\$ 1,789,454	\$ 1,640,691	\$ 1,695,300	\$ 1,728,000	\$ 1,737,400
TOTAL REVENUE	\$ 21,169,542	\$ 20,378,479	\$ 21,009,728	\$ 20,903,200	\$ 21,671,600

2022 GENERAL FUND REVENUE BY TYPE



2022 GENERAL FUND EXPENDITURES BY TYPE



ADMINISTRATION DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Administration</i>					
Personnel	\$ 942,493	\$ 834,228	\$ 1,015,500	\$ 958,300	\$ 1,005,500
Operating	367,267	242,818	359,800	323,300	517,700
Capital	-	-	-	-	2,000
Total	\$ 1,309,760	\$ 1,077,046	\$ 1,375,300	\$ 1,281,600	\$ 1,525,200
<i>Council</i>					
Personnel	\$ 8,659	\$ 2,529	\$ 10,170	\$ 11,405	\$ 15,550
Operating	168,593	198,873	340,500	322,000	279,500
Total	\$ 177,252	\$ 201,403	\$ 350,670	\$ 333,405	\$ 295,050
Total Department	\$ 1,487,012	\$ 1,278,449	\$ 1,725,970	\$ 1,615,005	\$ 1,820,250

Administration Department Staffing Schedule

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Administration</i>					
City Manager	Unclassified	1	1	Determined by Council	
HR Director	12	1	1	\$ 115,000	\$ 178,250
City Secretary	12	1	1	\$ 115,000	\$ 178,250
Assistant to the City Manager	7	1	1	\$ 59,290	\$ 85,971
Communications Coordinator	7	1	1	\$ 59,290	\$ 85,971
Executive Assistant	5	1	1	\$ 49,000	\$ 71,050
HR Generalist	5	1	1	\$ 49,000	\$ 71,050
Total Administration Department		7	7		

ADMINISTRATION DEPARTMENT

Administration Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 684,758	\$ 611,369	\$ 722,500	\$ 698,800	\$ 733,500
PART-TIME WAGES	19,650	-	15,000	7,500	15,000
OVERTIME	4,231	2,913	3,200	1,000	2,500
LONGEVITY	2,429	2,605	3,000	3,000	3,500
HEALTH & DENTAL	46,089	43,700	68,700	52,500	59,400
TMRS	93,065	83,436	97,900	94,800	100,100
FICA	52,061	43,259	54,600	54,300	55,200
WORKERS COMPENSATION	1,354	1,643	1,100	1,000	1,000
ALLOWANCES	22,165	20,455	22,300	20,000	22,200
OTHER BENEFITS	2,356	2,002	3,200	3,100	3,200
HSA CONTRIBUTION	1,000	9,450	8,500	6,800	8,500
EMPLOYEE RELATIONS	13,336	13,397	15,500	15,500	1,400
PERSONNEL	\$ 942,493	\$ 834,228	\$ 1,015,500	\$ 958,300	\$ 1,005,500
OFFICE SUPPLIES	\$ 7,517	\$ 8,021	\$ 10,000	\$ 10,000	\$ 13,300
POSTAGE & SHIPPING	51,177	31,325	18,000	18,000	18,000
SOFTWARE LICENSES	-	-	-	-	6,000
LEGAL	-	2,485	-	-	-
EQUIPMENT LEASE/RENTAL	4,864	4,528	8,000	6,000	7,100
PROFESSIONAL DUES	5,647	4,487	8,000	6,000	7,000
PUBLICATIONS	698	1,007	2,500	1,500	1,000
PROFESSIONAL DEVELOPMENT	10,483	20,366	27,000	17,500	27,000
OTHER CONTRACTED SERVICES	153,191	30,352	40,000	35,000	31,500
COMMUNITY RELATIONS	92	464	57,000	40,000	123,200
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	133,600	137,300	144,300	144,300	238,600
CONTINGENCY	-	2,482	45,000	45,000	45,000
OPERATING	\$ 367,267	\$ 242,818	\$ 359,800	\$ 323,300	\$ 517,700
FURNITURE & EQUIP <\$5000	-	-	-	-	2,000
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 2,000
ADMINISTRATION DIVISION TOTAL	\$ 1,309,760	\$ 1,077,046	\$ 1,375,300	\$ 1,281,600	\$ 1,525,200

ADMINISTRATION DEPARTMENT

City Council Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
PART-TIME WAGES	\$ 8,031	\$ 2,345	\$ 9,400	\$ 10,600	\$ 14,400
FICA	614	179	750	800	1,100
WORKERS COMPENSATION	13	5	20	5	50
PERSONNEL	\$ 8,659	\$ 2,529	\$ 10,170	\$ 11,405	\$ 15,550
OFFICE SUPPLIES	\$ -	\$ -	\$ 1,500	\$ 1,000	\$ 1,000
CONSULTANTS	-	25,620	35,000	30,000	-
LEGAL	128,813	158,016	205,000	190,000	211,000
PROFESSIONAL DUES	4,240	6,552	7,000	6,000	7,000
PUBLICATIONS	6,316	5,672	15,000	15,000	15,000
PROFESSIONAL DEVELOPMENT	5,267	40	11,000	3,000	11,000
LOBBYIST	-	-	30,000	25,000	-
COMMUNITY RELATIONS	5,533	2,974	8,000	5,000	4,500
ELECTION EXPENSE	18,425	-	28,000	47,000	30,000
OPERATING	\$ 168,593	\$ 198,873	\$ 340,500	\$ 322,000	\$ 279,500
CITY COUNCIL DIVISION TOTAL	\$ 177,252	\$ 201,403	\$ 350,670	\$ 333,405	\$ 295,050

FINANCE DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Finance</i>					
Personnel	\$ 460,289	\$ 432,357	\$ 526,800	\$ 487,650	\$ 539,800
Operating	427,602	431,204	507,900	479,200	523,950
Total	\$ 910,309	\$ 865,434	\$ 1,034,700	\$ 966,850	\$ 1,063,750
<i>Municipal Court</i>					
Personnel	\$ 258,090	\$ 257,596	\$ 277,200	\$ 262,100	\$ 286,300
Operating	12,087	8,482	13,700	10,100	12,850
Total	\$ 270,177	\$ 266,078	\$ 290,900	\$ 272,200	\$ 299,150
<i>City-Wide Charges</i>					
Operating	\$ 1,697,611	\$ 468,771	\$ 521,800	\$ 495,050	\$ 527,000
Total	\$ 1,697,611	\$ 468,771	\$ 521,800	\$ 495,050	\$ 527,000
Total Department	\$ 2,878,097	\$ 1,600,284	\$ 1,847,400	\$ 1,734,100	\$ 1,889,900

Finance Department Staffing Schedule

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Finance</i>					
<i>Accounting</i>					
Finance Director	12	1	1	\$ 115,000	\$ 178,250
Finance Manager	10	1	1	\$ 91,000	\$ 131,950
Fiscal Services Officer	7	1	1	\$ 59,290	\$ 85,971
Financial Analyst	7	1	1	\$ 59,290	\$ 85,971
<i>Municipal Court</i>					
Municipal Court Clerk	6	1	1	\$ 53,900	\$ 78,155
Accounting Specialist-AP	4	1	1	\$ 42,592	\$ 61,758
Total Finance Department		6	6		

FINANCE DEPARTMENT

Finance Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 328,734	\$ 302,762	\$ 366,100	\$ 345,700	\$ 380,700
PART-TIME WAGES	14,933	21,949	23,400	15,700	19,500
OVERTIME	-	208	-	-	-
LONGEVITY	374	520	800	600	900
HEALTH & DENTAL	37,093	35,455	43,300	39,400	42,300
TMRS	43,674	40,277	48,700	46,100	50,900
FICA	25,413	24,260	29,300	27,800	30,200
WORKERS COMPENSATION	574	937	500	500	500
ALLOWANCES	5,640	3,619	5,600	5,500	5,600
OTHER BENEFITS	1,271	1,011	1,600	1,400	1,700
HSA CONTRIBUTION	-	1,050	4,000	2,450	4,000
EMPLOYEE RELATIONS	2,583	309	3,500	2,500	3,500
PERSONNEL	\$ 460,289	\$ 432,357	\$ 526,800	\$ 487,650	\$ 539,800
OFFICE SUPPLIES	\$ 4,988	\$ 8,238	\$ 5,500	\$ 5,500	\$ 6,000
EQUIPMENT MAINTENANCE	-	-	500	200	500
POSTAGE & SHIPPING	1,214	1,043	1,300	1,500	1,300
CONSULTANTS	-	-	-	12,000	-
EQUIPMENT LEASE/RENTAL	5,708	4,887	4,500	2,500	2,500
PROFESSIONAL DUES	1,489	1,910	1,600	1,500	1,900
PUBLICATIONS	2,046	2,081	2,500	2,000	2,500
PROFESSIONAL DEVELOPMENT	3,157	3,489	11,000	5,000	8,750
OTHER CONTRACTED SERVICES	272,000	266,256	332,000	300,000	340,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	137,000	143,300	149,000	149,000	160,500
OPERATING	\$ 427,602	\$ 431,204	\$ 507,900	\$ 479,200	\$ 523,950
FURNITURE & EQUIP <\$5000	-	-	-	-	-
FURNITURE & FIXTURES	\$ 19,818	\$ 1,873	\$ -	\$ -	\$ -
OTHER CONSTRUCTION COSTS	2,600	-	-	-	-
CAPITAL	\$ 22,418	\$ 1,873	\$ -	\$ -	\$ -
FINANCE DIVISION TOTAL	\$ 910,309	\$ 865,434	\$ 1,034,700	\$ 966,850	\$ 1,063,750

FINANCE DEPARTMENT

Municipal Court Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 128,319	\$ 133,573	\$ 137,000	\$ 131,700	\$ 137,900
PART-TIME WAGES	63,230	58,901	70,400	64,700	74,100
OVERTIME	10,788	4,498	8,000	5,000	8,000
LONGEVITY	2,920	3,040	3,200	3,200	3,300
HEALTH & DENTAL	17,695	17,717	17,800	19,400	22,000
TMRS	18,612	18,561	19,400	18,400	19,600
FICA	15,133	14,649	16,400	14,800	16,400
WORKERS COMPENSATION	367	516	300	300	300
OTHER BENEFITS	651	516	700	600	700
HSA CONTRIBUTION	375	5,625	4,000	4,000	4,000
PERSONNEL	\$ 258,090	\$ 257,596	\$ 277,200	\$ 262,100	\$ 286,300
OFFICE SUPPLIES	\$ 1,693	\$ 2,089	\$ 3,000	\$ 2,000	\$ 2,000
POSTAGE & SHIPPING	794	844	1,000	1,000	1,000
PROFESSIONAL DUES	510	505	600	600	750
PUBLICATIONS	796	-	600	-	600
PROFESSIONAL DEVELOPMENT	4,618	1,370	4,000	2,500	4,000
CREDIT CARD FEES	210	382	500	500	500
OTHER CONTRACTED SERVICES	3,466	3,292	4,000	3,500	4,000
OPERATING	\$ 12,087	\$ 8,482	\$ 13,700	\$ 10,100	\$ 12,850
MUNICIPAL COURT DIVISION TOTAL	\$ 270,177	\$ 266,078	\$ 290,900	\$ 272,200	\$ 299,150

FINANCE DEPARTMENT

City-Wide Division Budget Detail by Line Item

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
RETIREE BENEFITS	\$ 188,600	\$ 94,400	\$ 98,300	\$ 94,400	\$ 98,800
OTHER BENEFITS	348,300	-	-	-	-
HSA CONTRIBUTION	1,375	6,625	5,500	5,250	6,000
BUILDINGS & GROUNDS MAINTENANCE	2,500	-	-	-	-
ELECTRIC SERVICE	149,294	91,770	115,000	100,000	100,000
STREET LIGHTING - ELECTRIC SERVICE	117,915	53,246	75,000	70,000	75,000
NATURAL GAS SERVICE	3,080	2,305	3,000	3,000	3,000
OTHER CONTRACTED SERVICES	-	11,855	-	3,000	-
GENERAL LIABILITY INSURANCE	8,330	8,976	10,000	9,000	10,100
ERRORS & OMISSIONS	16,450	16,496	18,000	17,000	22,200
CRIME COVERAGE FIDELITY	2,907	3,124	3,200	3,200	3,200
AUTO LIABILITY	38,192	39,808	42,000	41,000	46,200
AUTO PHYSICAL DAMAGE	29,529	33,144	30,000	30,000	30,000
UNDERGROUND STORAGE LIABILITY	500	500	800	500	800
REAL & PERSONAL PROPERTY DEDUCTIBLE	99,907	104,910	111,000	107,000	121,500
PROPERTY TAXES	1,180	(290)	10,000	10,000	10,000
BAD DEBT EXPENSE	11,288	1,758	-	-	-
LAND ACQUISITION	-	145	-	1,700	200
	678,263	-	-	-	-
CITY-WIDE DIVISION TOTAL	\$ 1,697,611	\$ 468,771	\$ 521,800	\$ 495,050	\$ 527,000

POLICE DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Patrol</i>					
Personnel	\$ 3,026,550	\$ 3,130,692	\$ 3,388,000	\$ 3,131,450	\$ 3,459,200
Operating	817,541	867,311	1,229,300	951,100	1,098,000
Capital	-	27,716	-	-	-
Total	\$ 3,844,091	\$ 4,025,719	\$ 4,617,300	\$ 4,082,550	\$ 4,557,200
<i>Support Services</i>					
Personnel	\$ 696,079	\$ 711,784	\$ 911,100	\$ 865,700	\$ 998,050
Operating	914	58	2,800	1,000	5,500
Total	\$ 696,993	\$ 711,842	\$ 913,900	\$ 866,700	\$ 1,003,550
Total Department	\$ 4,541,084	\$ 4,737,561	\$ 5,531,200	\$ 4,949,250	\$ 5,560,750

Police Department Staffing Schedule

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Police Department</i>					
<i>Patrol</i>					
Police Chief	13	1	1	\$ 132,250	\$ 204,988
Police Captain	11	1	0	\$ 104,650	\$ 151,743
Patrol Lieutenant	P3	0	2	\$ 97,500	\$ 126,750
Police Sergeant	P2	6	5	\$ 81,000	\$ 105,300
Police Officer	P1	18	18	\$ 67,500	\$ 87,750
Community Resource Officer	P1	1	1	\$ 67,500	\$ 87,750
<i>Support Services</i>					
Animal Control & Parking Enforcement	4	0	1	\$ 42,592	\$ 61,758
Administrative Assistant-PD	4	1	1	\$ 42,592	\$ 61,758
Emergency Telecommunications Operator	4	9	9	\$ 42,592	\$ 61,758
Office Assistant-Direct Link	2	1	1	\$ 35,200	\$ 51,000
Total Police Department		38	39		

POLICE DEPARTMENT

Patrol Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 1,944,842	\$ 2,016,890	\$ 2,228,900	\$ 2,098,900	\$ 2,306,400
OVERTIME	286,215	303,448	245,000	245,000	250,000
LONGEVITY	11,215	11,996	14,100	12,100	13,600
HEALTH & DENTAL	264,162	231,779	317,300	227,600	283,700
TMRS	294,400	306,516	326,900	312,400	339,500
FICA	165,387	171,262	181,800	169,900	189,500
WORKERS COMPENSATION	36,639	54,607	32,000	31,400	34,300
ALLOWANCES	7,680	7,488	7,700	6,800	8,600
OTHER BENEFITS	10,703	9,503	14,800	12,500	14,100
HSA CONTRIBUTION	1,875	15,900	16,000	13,350	16,000
EMPLOYEE RELATIONS	3,432	1,302	3,500	1,500	3,500
PERSONNEL	\$ 3,026,550	\$ 3,130,692	\$ 3,388,000	\$ 3,131,450	\$ 3,459,200
OFFICE SUPPLIES	\$ 9,494	\$ 10,373	\$ 8,600	\$ 8,600	\$ 8,600
APPREHENSION & JAILING	1,861	861	1,400	1,400	1,400
OPERATING SUPPLIES	17,240	60,327	53,800	53,800	45,000
FUEL	35,968	23,027	42,000	35,000	40,000
EQUIPMENT MAINTENANCE	-	1,128	2,300	2,300	2,300
VEHICLE MAINTENANCE	36,557	29,499	27,500	27,500	25,000
POSTAGE & SHIPPING	1,190	894	2,000	2,000	10,000
CONSULTANTS	1,857	6,411	6,000	6,000	-
EQUIPMENT LEASE/RENTAL	7,581	6,560	7,700	5,000	4,700
PROFESSIONAL DUES	4,708	2,222	3,500	4,000	3,500
PUBLICATIONS	7,391	3,863	-	-	-
PROFESSIONAL DEVELOPMENT	23,696	7,372	36,500	20,000	36,500
OTHER CONTRACTED SERVICES	-	1,903	272,500	25,000	75,500
LAW ENFORCEMENT LIABILITY	15,054	14,433	17,000	17,000	23,000
COMMUNITY RELATIONS	1,045	7,937	26,000	21,000	40,000
TRANSFER TO ASSET REPLACEMENT FUND	-	-	10,500	10,500	10,500
TRANSFER TO VEHICLE REPLACEMENT FUND	104,000	108,500	121,000	121,000	118,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	549,900	582,000	591,000	591,000	654,000
OPERATING	\$ 817,541	\$ 867,311	\$ 1,229,300	\$ 951,100	\$ 1,098,000
OTHER EQUIPMENT	\$ -	\$ 27,716	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ 27,716	\$ -	\$ -	\$ -
PATROL DIVISION TOTAL	\$ 3,844,091	\$ 4,025,719	\$ 4,617,300	\$ 4,082,550	\$ 4,557,200

POLICE DEPARTMENT

Support Services Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 422,973	\$ 449,871	\$ 575,300	\$ 568,100	\$ 642,300
OVERTIME	88,938	88,576	80,000	81,700	85,000
LONGEVITY	4,586	4,670	5,300	5,300	6,000
HEALTH & DENTAL	69,929	53,659	107,800	66,600	104,200
TMRS	67,389	71,209	86,300	88,200	96,400
FICA	38,473	40,862	48,100	50,700	54,700
WORKERS COMPENSATION	888	1,360	900	900	1,000
ALLOWANCES	-	-	-	-	900
OTHER BENEFITS	2,280	1,578	2,900	2,700	3,050
HSA CONTRIBUTION	625	-	4,500	1,500	4,500
PERSONNEL	\$ 696,079	\$ 711,784	\$ 911,100	\$ 865,700	\$ 998,050
PROFESSIONAL DEVELOPMENT	\$ 914	\$ 58	\$ 2,800	\$ 1,000	\$ 3,000
OPERATING SUPPLIES	-	-	-	-	2,500
OPERATING	\$ 914	\$ 58	\$ 2,800	\$ 1,000	\$ 5,500
SUPPORT SERVICES DIVISION TOTAL	\$ 696,993	\$ 711,842	\$ 913,900	\$ 866,700	\$ 1,003,550

FIRE DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Fire</i>					
Personnel	\$ 2,911,648	\$ 3,041,823	\$ 3,192,000	\$ 2,976,700	\$ 3,218,400
Operating	592,013	614,796	649,800	643,500	701,600
Capital	43,288	53,818	8,200	16,000	32,300
Total	\$ 3,546,949	\$ 3,710,437	\$ 3,850,000	\$ 3,636,200	\$ 3,952,300
Total Department	\$ 3,546,949	\$ 3,710,437	\$ 3,850,000	\$ 3,636,200	\$ 3,952,300

Fire Department Staffing Schedule

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Fire Department</i>					
Fire Chief	13	1	1	\$ 132,250	\$ 204,988
Fire Marshal / Assistant	11	1	1	\$ 104,650	\$ 151,743
Fire Captain	F4	3	3	\$ 92,500	\$ 120,250
Fire Lieutenant	F3	3	3	\$ 78,125	\$ 101,563
Firefighter / Paramedic	F2	15	15	\$ 60,000	\$ 81,250
Total Fire Department		23	23		

FIRE DEPARTMENT

Fire Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 1,818,126	\$ 2,028,076	\$ 2,084,400	\$ 1,983,300	\$ 2,143,500
OVERTIME	279,804	178,549	245,000	220,000	220,000
LONGEVITY	12,880	12,488	13,600	12,600	13,500
HEALTH & DENTAL	309,435	249,389	276,400	224,300	256,700
TMRS	277,824	291,750	307,100	291,400	313,300
FICA	155,635	162,885	173,700	163,500	176,900
WORKERS COMPENSATION	27,448	55,180	27,100	32,900	29,900
ALLOWANCES	8,880	8,658	8,900	8,700	8,900
OTHER BENEFITS	11,589	9,036	12,800	11,400	12,200
HSA CONTRIBUTION	6,875	45,150	40,000	25,600	40,000
EMPLOYEE RELATIONS	3,152	662	3,000	3,000	3,500
PERSONNEL	\$ 2,911,648	\$ 3,041,823	\$ 3,192,000	\$ 2,976,700	\$ 3,218,400
OFFICE SUPPLIES	\$ 1,840	\$ 2,196	\$ 3,000	\$ 3,000	\$ 3,000
OPERATING SUPPLIES	48,415	61,639	28,000	33,000	33,000
EMS SUPPLIES	-	-	28,000	28,000	30,000
FUEL	8,838	5,041	10,000	8,000	10,000
EQUIPMENT MAINTENANCE	13,387	11,216	19,000	16,000	28,200
VEHICLE MAINTENANCE	33,724	40,931	45,000	45,000	45,000
POSTAGE & SHIPPING	106	320	500	500	500
PROFESSIONAL DUES	5,735	4,876	5,000	5,000	6,500
PUBLICATIONS	2,055	1,521	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	33,059	28,825	44,500	44,500	44,500
OTHER CONTRACTED SERVICES	30,967	28,832	43,300	37,000	43,100
COMMUNITY RELATIONS	4,587	3,500	4,000	4,000	5,000
TRANSFER TO VEHICLE REPLACEMENT FUND	168,000	167,000	145,000	145,000	144,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	222,700	231,400	239,600	239,600	263,300
TRANSFER TO ASSET REPLACEMENT FUND	18,600	27,500	32,900	32,900	43,500
OPERATING	\$ 592,013	\$ 614,796	\$ 649,800	\$ 643,500	\$ 701,600
FURNITURE & EQUIP <\$5000	\$ 1,062	\$ 673	\$ 3,200	\$ 4,000	\$ -
OTHER EQUIPMENT	42,225	43,245	5,000	5,000	32,300
OTHER CONSTRUCTION COSTS	-	9,900	-	7,000	-
CAPITAL	\$ 43,288	\$ 53,818	\$ 8,200	\$ 16,000	\$ 32,300
FIRE DIVISION TOTAL	\$ 3,546,949	\$ 3,710,437	\$ 3,850,000	\$ 3,636,200	\$ 3,952,300

PUBLIC WORKS DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Public Works Administration</i>					
Personnel	\$ 44,363	\$ 159,965	\$ 400,600	\$ 364,200	\$ 400,200
Operating	203,410	169,288	217,600	220,100	205,700
Total	\$ 247,773	\$ 329,253	\$ 618,200	\$ 584,300	\$ 605,900
<i>Community Development *</i>					
Personnel	\$ 481,614	\$ 618,575	\$ 639,100	\$ 606,200	\$ 656,600
Operating	70,422	125,167	156,800	143,600	249,300
Capital	-	-	-	30,000	-
Total	\$ 552,035	\$ 743,742	\$ 795,900	\$ 779,800	\$ 905,900
<i>Streets & Drainage</i>					
Personnel	\$ 73,545	\$ 79,387	\$ 133,000	\$ 128,500	\$ 135,100
Operating	274,409	416,974	434,600	433,100	386,200
Capital	2,966	-	-	-	-
Total	\$ 350,920	\$ 496,360	\$ 567,600	\$ 561,600	\$ 521,300
<i>Facilities Maintenance</i>					
Personnel	\$ 179,084	\$ 247,501	\$ 257,500	\$ 242,700	\$ 258,600
Operating	646,478	666,667	663,600	674,800	716,000
Capital	26,004	145,478	97,000	97,000	94,200
Total	\$ 851,566	\$ 1,059,646	\$ 1,018,100	\$ 1,014,500	\$ 1,068,800
<i>General Services</i>					
Personnel	\$ 436,721	\$ 454,438	\$ 333,300	\$ 336,300	\$ 341,300
Operating	222,259	185,956	215,950	204,700	215,600
Capital	15,084	8,272	72,000	55,000	5,000
Total	\$ 674,064	\$ 648,666	\$ 621,250	\$ 596,000	\$ 561,900
<i>Planning *</i>					
Personnel	\$ 193,664	\$ -	\$ -	\$ -	\$ -
Operating	122,647	-	-	-	-
Total	\$ 316,311	\$ -	\$ -	\$ -	\$ -
Total Department	\$ 2,992,669	\$ 3,277,667	\$ 3,621,050	\$ 3,536,200	\$ 3,663,800

* Planning division has been moved to Community Development division

PUBLIC WORKS DEPARTMENT

Public Works Staffing Schedule (General Fund)

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Public Works</i>					
<i>Public Works Administration</i>					
Public Works Director	12	1	1	\$ 115,000	\$ 178,250
Assistant Director of Public Works	11	1	1	\$ 104,650	\$ 151,743
Administrative Specialist	5	1	1	\$ 49,000	\$ 71,050
<i>Community Development</i>					
Chief Building Official	10	1	1	\$ 91,000	\$ 131,950
Administrative Coordinator (PW)	6	1	1	\$ 53,900	\$ 78,155
Building Inspector	5	2	2	\$ 49,000	\$ 71,050
Code Enforcement Officer	4	1	1	\$ 42,592	\$ 61,758
Permit Technician	2	2	2	\$ 35,200	\$ 51,000
<i>Operations</i>					
Maintenance Worker III	4	1	1	\$ 42,592	\$ 61,758
Maintenance Worker I	1	1	1	\$ 32,000	\$ 46,400
<i>Facilities Maintenance</i>					
Facilities Maintenance Manager	9	1	1	\$ 71,741	\$ 104,024
Facilities Maintenance Technician	4	2	2	\$ 42,592	\$ 61,758
<i>General Services</i>					
Lead Mechanic	6	1	1	\$ 53,900	\$ 78,155
Lead Traffic Technician	5	1	1	\$ 49,000	\$ 71,050
Mechanic	4	1	1	\$ 42,592	\$ 61,758
Traffic Technician	2	1	1	\$ 35,200	\$ 51,000
Total Public Works Department		19	19		

PUBLIC WORKS DEPARTMENT

Public Works Administration Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 29,741	\$ 117,481	\$ 286,000	\$ 267,700	\$ 288,700
LONGEVITY	1,055	1,115	1,600	1,200	1,800
HEALTH & DENTAL	2,047	6,677	36,300	23,400	30,700
TMRS	4,248	16,390	38,600	36,300	39,200
FICA	2,449	9,518	21,700	20,100	22,100
WORKERS COMPENSATION	65	319	400	300	400
ALLOWANCES	1,760	6,669	7,700	7,700	7,700
OTHER BENEFITS	109	355	1,000	1,500	1,300
HSA CONTRIBUTION	-	-	1,500	-	1,500
EMPLOYEE RELATIONS	2,889	1,441	5,800	5,000	5,800
PERSONNEL	\$ 44,363	\$ 159,965	\$ 400,600	\$ 364,200	\$ 400,200
OFFICE SUPPLIES	\$ 4,117	\$ 3,737	\$ 4,500	\$ 4,500	\$ 4,500
OPERATING SUPPLIES	2,338	2,298	2,000	2,500	2,500
POSTAGE & SHIPPING	29	250	1,000	1,000	1,000
ELECTRIC SERVICE	6,612	3,868	6,000	4,500	6,000
CONSULTANTS	55,650	22,004	35,000	35,000	35,000
EQUIPMENT LEASE/RENTAL	6,911	6,338	7,000	3,000	3,000
PROFESSIONAL DUES	50	1,546	2,100	2,100	3,000
PROFESSIONAL DEVELOPMENT	6,464	999	7,000	6,500	10,000
CREDIT CARD FEES	11,503	13,916	12,000	20,000	-
OTHER CONTRACTED SERVICES	36,707	35,434	54,000	54,000	54,000
COMMUNITY RELATIONS	428	-	5,000	5,000	8,500
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	72,600	78,900	82,000	82,000	78,200
OPERATING	\$ 203,410	\$ 169,288	\$ 217,600	\$ 220,100	\$ 205,700
PUBLIC WORKS ADMINISTRATION					
DIVISION TOTAL	\$ 247,773	\$ 329,253	\$ 618,200	\$ 584,300	\$ 605,900

PUBLIC WORKS DEPARTMENT

Community Development Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 348,801	\$ 436,787	\$ 447,500	\$ 430,900	\$ 460,200
OVERTIME	7,737	8,981	6,500	6,500	7,000
LONGEVITY	2,889	4,035	4,500	4,500	4,900
HEALTH & DENTAL	43,661	68,345	75,100	67,200	76,100
TMRS	47,161	59,297	60,200	58,200	62,200
FICA	26,765	32,666	33,600	31,900	34,700
WORKERS COMPENSATION	939	1,721	900	900	800
ALLOWANCES	2,040	1,989	2,100	2,000	2,100
OTHER BENEFITS	1,621	1,722	2,200	2,100	2,100
HSA CONTRIBUTION	-	3,000	6,500	2,000	6,500
EMPLOYEE RELATIONS	-	32	-	-	-
PERSONNEL	\$ 481,614	\$ 618,575	\$ 639,100	\$ 606,200	\$ 656,600
OFFICE SUPPLIES	\$ 151	\$ 1,955	\$ -	\$ -	\$ -
OPERATING SUPPLIES	2,969	4,276	6,800	6,500	6,800
FUEL	1,006	2,457	4,000	3,000	3,000
VEHICLE MAINTENANCE	3,436	3,230	2,000	2,000	2,500
POSTAGE & SHIPPING	209	1,101	3,500	3,000	3,500
SURFACE WATER	-	-	1,000	-	-
EQUIPMENT LEASE/RENTAL	1,468	1,418	1,500	1,200	1,500
PROFESSIONAL DUES	490	1,205	900	900	1,200
PUBLICATIONS	435	301	2,000	1,800	500
PROFESSIONAL DEVELOPMENT	6,365	4,389	7,900	4,700	8,100
CREDIT CARD FEES	-	-	-	-	20,000
OTHER CONTRACTED SERVICES	48,061	92,835	106,700	100,000	181,700
COMMUNITY RELATIONS	831	-	8,500	8,500	8,500
TRANSFER TO VEHICLE REPLACEMENT FUND	5,000	5,000	12,000	12,000	12,000
TRANSFER TO ASSET REPLACEMENT FUND	-	7,000	-	-	-
OPERATING	\$ 70,422	\$ 125,167	\$ 156,800	\$ 143,600	\$ 249,300
AUTOMOBILES	\$ -	\$ -	\$ -	\$ 30,000	\$ -
CAPITAL	\$ -	\$ -	\$ -	\$ 30,000	\$ -
COMMUNITY DEVELOPMENT DIVISION	\$ 552,035	\$ 743,742	\$ 795,900	\$ 779,800	\$ 905,900

PUBLIC WORKS DEPARTMENT

Streets & Drainage Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 41,309	\$ 49,358	\$ 75,800	\$ 75,600	\$ 77,500
ON CALL	1,770	1,710	3,300	3,000	3,000
OVERTIME	8,863	2,033	8,000	8,000	8,000
LONGEVITY	440	500	700	700	800
HEALTH & DENTAL	8,652	10,724	24,300	21,800	24,700
TMRS	6,832	7,366	11,500	10,600	11,700
FICA	3,935	3,952	6,100	5,900	6,300
WORKERS COMPENSATION	1,123	1,774	1,300	1,300	1,200
OTHER BENEFITS	246	170	500	400	400
HSA CONTRIBUTION	375	1,800	1,500	1,200	1,500
PERSONNEL	\$ 73,545	\$ 79,387	\$ 133,000	\$ 128,500	\$ 135,100
OPERATING SUPPLIES	\$ 3,992	\$ 1,548	\$ 2,200	\$ 2,200	\$ 2,200
FUEL	2,701	2,201	3,000	2,500	4,000
EQUIPMENT MAINTENANCE	65	54	1,000	500	1,000
VEHICLE MAINTENANCE	420	-	-	-	-
DRAINAGE MAINTENANCE	27,254	46,576	43,000	43,000	146,000
STREET MAINTENANCE	110,761	179,489	205,000	205,000	155,000
TRAFFIC CONTROL MAINTENANCE	774	-	1,000	1,000	1,000
PROFESSIONAL DEVELOPMENT	600	-	-	-	-
OTHER CONTRACTED SERVICES	13,343	32,305	45,000	45,000	45,000
COMMUNITY RELATIONS	-	-	1,500	1,000	-
TRANSFER TO VEHICLE REPLACEMENT FUND	8,000	8,000	8,000	8,000	8,000
TRANSFER TO ASSET REPLACEMENT FUND	106,500	146,800	124,900	124,900	24,000
OPERATING	\$ 274,409	\$ 416,974	\$ 434,600	\$ 433,100	\$ 386,200
OTHER EQUIPMENT	\$ 2,966	\$ -	\$ -	\$ -	\$ -
CAPITAL	\$ 2,966	\$ -	\$ -	\$ -	\$ -
STREETS & DRAINAGE DIVISION TOTAL	\$ 350,920	\$ 496,360	\$ 567,600	\$ 561,600	\$ 521,300

PUBLIC WORKS DEPARTMENT

Facility Maintenance Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 118,445	\$ 162,446	\$ 170,700	\$ 163,200	\$ 175,300
ON CALL	2,775	4,884	5,500	5,500	5,500
OVERTIME	1,681	3,567	3,000	3,000	3,000
LONGEVITY	345	465	700	700	900
HEALTH & DENTAL	25,372	27,204	30,500	24,100	25,300
TMRS	16,191	22,561	23,600	23,500	24,300
FICA	9,056	12,714	13,300	13,300	13,900
WORKERS COMPENSATION	2,765	5,598	3,000	3,400	3,200
ALLOWANCES	840	819	900	800	900
OTHER BENEFITS	614	642	800	800	800
HSA CONTRIBUTION	1,000	6,600	5,500	4,400	5,500
PERSONNEL	\$ 179,084	\$ 247,501	\$ 257,500	\$ 242,700	\$ 258,600
OPERATING SUPPLIES	\$ 1,689	\$ 2,955	\$ 5,000	\$ 5,000	\$ 5,500
FUEL	1,032	790	2,000	1,500	1,500
EMERGENCY GENERATOR FUEL	1,739	4,401	3,700	20,000	5,000
EQUIPMENT MAINTENANCE	71,931	67,819	77,300	77,000	86,800
VEHICLE MAINTENANCE	3,099	6,593	6,000	5,000	6,000
BUILDING & GROUNDS MAINTENANCE	47,864	47,267	55,000	55,000	61,700
PROFESSIONAL DUES	410	563	1,000	1,200	1,200
PROFESSIONAL DEVELOPMENT	3,785	866	7,000	3,500	8,500
OTHER CONTRACTED SERVICES	310,729	298,659	302,000	302,000	327,600
TRANSFER TO VEHICLE REPLACEMENT FUND	8,000	31,855	12,000	12,000	13,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	22,800	26,100	27,100	27,100	25,200
TRANSFER TO ASSET REPLACEMENT FUND	173,400	178,800	165,500	165,500	174,000
OPERATING	\$ 646,478	\$ 666,667	\$ 663,600	\$ 674,800	\$ 716,000
OTHER EQUIPMENT	\$ -	\$ 84,484	\$ 45,500	\$ 45,500	\$ 28,000
OTHER CONSTRUCTION COSTS	26,004	60,995	51,500	51,500	66,200
CAPITAL	\$ 26,004	\$ 145,478	\$ 97,000	\$ 97,000	\$ 94,200
FACILITY MAINTENANCE TOTAL	\$ 851,566	\$ 1,059,646	\$ 1,018,100	\$ 1,014,500	\$ 1,068,800

PUBLIC WORKS DEPARTMENT

General Services Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 290,154	\$ 296,661	\$ 211,500	\$ 210,700	\$ 216,300
ON CALL	10,155	10,563	11,000	11,000	11,000
OVERTIME	11,329	14,748	8,500	15,000	10,000
LONGEVITY	2,290	2,890	2,800	3,200	3,000
HEALTH & DENTAL	48,646	48,807	42,800	38,200	43,400
TMRS	41,213	42,656	30,600	31,800	31,600
FICA	23,217	23,786	16,900	17,700	17,500
WORKERS COMPENSATION	5,813	8,946	4,200	5,300	4,500
ALLOWANCES	1,700	749	1,000	-	-
OTHER BENEFITS	1,456	1,032	1,000	1,000	1,000
HSA CONTRIBUTION	750	3,600	3,000	2,400	3,000
PERSONNEL	\$ 436,721	\$ 454,438	\$ 333,300	\$ 336,300	\$ 341,300
OPERATING SUPPLIES	\$ 11,900	\$ 13,641	\$ 12,300	\$ 12,300	\$ 13,600
FUEL	6,752	4,048	7,000	5,000	7,000
EQUIPMENT MAINTENANCE	1,001	-	5,000	2,500	5,000
VEHICLE MAINTENANCE	7,877	15,992	9,000	15,000	12,000
TRAFFIC CONTROL MAINTENANCE	24,977	18,393	23,000	23,000	23,000
ELECTRIC SERVICE	5,168	3,099	5,000	4,000	5,000
NATURAL GAS SERVICE	829	787	900	1,000	1,000
EQUIPMENT LEASE/RENTAL	273	266	300	700	700
PROFESSIONAL DUES	2,603	560	2,200	1,900	1,900
PUBLICATIONS	950	950	950	1,000	1,000
PROFESSIONAL DEVELOPMENT	9,721	603	8,000	6,000	9,000
OTHER CONTRACTED SERVICES	32,787	18,252	30,000	20,000	30,000
COMMUNITY RELATIONS	3,720	(373)	2,000	2,000	-
TRANSFER TO VEHICLE REPLACEMENT FUND	28,000	28,000	28,000	28,000	29,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	30,000	30,200	31,300	31,300	26,400
TRANSFER TO ASSET REPLACEMENT FUND	55,700	51,500	51,000	51,000	51,000
OPERATING	\$ 222,259	\$ 185,956	\$ 215,950	\$ 204,700	\$ 215,600
OTHER EQUIPMENT	\$ 8,740	\$ 8,272	\$ 60,000	\$ 50,000	\$ -
CONSTRUCTION COSTS	6,344	-	12,000	5,000	5,000
CAPITAL	\$ 15,084	\$ 8,272	\$ 72,000	\$ 55,000	\$ 5,000
GENERAL SERVICES DIVISION TOTAL	\$ 674,064	\$ 648,666	\$ 621,250	\$ 596,000	\$ 561,900

PUBLIC WORKS DEPARTMENT

Planning Division Line Item Budget *

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 145,447	\$ -	\$ -	\$ -	\$ -
OVERTIME	133	-	-	-	-
LONGEVITY	1,832	-	-	-	-
HEALTH & DENTAL	13,518	-	-	-	-
TMRS	19,364	-	-	-	-
FICA	11,135	-	-	-	-
WORKERS COMPENSATION	425	-	-	-	-
ALLOWANCES	1,050	-	-	-	-
OTHER BENEFITS	761	-	-	-	-
PERSONNEL	\$ 193,664	\$ -	\$ -	\$ -	\$ -
OPERATING SUPPLIES	\$ 1,045	\$ -	\$ -	\$ -	\$ -
FUEL	1,576	-	-	-	-
VEHICLE MAINTENANCE	3,107	-	-	-	-
COMMUNICATION	2,263	-	-	-	-
SURFACE WATER	121	-	-	-	-
CONSULTANTS	12,900	-	-	-	-
PROFESSIONAL DUES	431	-	-	-	-
TRAVEL & TRAINING	700	-	-	-	-
OTHER CONTRACTED SERVICES	94,616	-	-	-	-
COMMUNITY RELATIONS	588	-	-	-	-
TRANSFER TO VEHICLE REPLACEMENT FUND	5,300	-	-	-	-
OPERATING	\$ 122,647	\$ -	\$ -	\$ -	\$ -
PLANNING DIVISION TOTAL	\$ 316,311	\$ -	\$ -	\$ -	\$ -

* Moved to Community Development in the 2020 Budget

PARKS & RECREATION DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>P&R Administration</i>					
Personnel	\$ 367,194	\$ 384,043	\$ 389,500	\$ 378,200	\$ 399,900
Operating	205,924	55,227	75,400	114,300	176,400
Capital	1,692	-	-	2,400	-
Total	\$ 574,809	\$ 439,270	\$ 464,900	\$ 494,900	\$ 576,300
<i>Senior Services</i>					
Personnel	\$ 233,594	\$ 212,799	\$ 252,600	\$ 213,750	\$ 265,800
Operating	166,398	116,654	201,900	141,200	190,000
Capital	-	1,078	-	6,100	-
Total	\$ 399,991	\$ 330,532	\$ 454,500	\$ 361,050	\$ 455,800
<i>Recreation Center</i>					
Personnel	\$ 758,513	\$ 674,638	\$ 808,600	\$ 743,770	\$ 863,600
Operating	1,290,815	654,297	1,224,850	1,040,700	1,239,800
Capital	290	8,275	32,000	45,500	29,000
Total	\$ 2,049,618	\$ 1,337,210	\$ 2,065,450	\$ 1,829,970	\$ 2,132,400
<i>Parks Maintenance</i>					
Personnel	\$ 211,699	\$ 218,406	\$ 225,800	\$ 213,120	\$ 230,400
Operating	386,982	341,750	423,100	426,500	418,700
Capital	-	-	-	136,000	40,000
Total	\$ 598,681	\$ 560,156	\$ 648,900	\$ 775,620	\$ 689,100
<i>Colonial Park</i>					
Personnel	\$ 192,059	\$ 159,153	\$ 222,600	\$ 194,500	\$ 223,800
Operating	257,603	214,301	245,100	241,000	251,600
Capital	-	-	12,000	11,800	5,000
Total	\$ 449,662	\$ 373,454	\$ 479,700	\$ 447,300	\$ 480,400
Total Department	\$ 4,072,762	\$ 3,040,622	\$ 4,113,450	\$ 3,908,840	\$ 4,334,000

Parks and Recreation Department Staffing Schedule

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Parks and Recreation</i>					
<i>Administration</i>					
Parks and Recreation Director	12	1	1	\$ 115,000	\$ 178,250
Administrative Manager	9	1	1	\$ 71,741	\$ 104,024
Executive Director FWUP	7	1	1	\$ 59,290	\$ 85,971
<i>Senior Services</i>					
Senior Services Manager	8	1	1	\$ 65,219	\$ 94,568
Program Specialist-Sr. Services	4	1	1	\$ 42,592	\$ 61,758
<i>Recreation Center</i>					
Recreation Manager	9	1	1	\$ 71,741	\$ 104,024
Recreation Operations Supervisor	7	1	1	\$ 59,290	\$ 85,971
Program Specialist-Aquatics & Recreation	6	2	2	\$ 53,900	\$ 78,155
<i>Parks Maintenance</i>					
Park Maintenance Manager	9	1	1	\$ 71,741	\$ 104,024
Parks Technician	1	2	2	\$ 32,000	\$ 46,400
<i>Total Parks and Recreation Department</i>		12	12		

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Administration Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 257,793	\$ 271,916	\$ 273,600	\$ 268,800	\$ 281,500
LONGEVITY	3,205	3,385	3,600	3,600	3,800
HEALTH & DENTAL	40,324	36,232	39,800	35,800	40,500
TMRS	35,236	37,247	37,400	36,800	38,600
FICA	19,097	20,326	20,700	19,900	21,400
WORKERS COMPENSATION	491	724	400	400	400
ALLOWANCES	8,880	8,658	9,200	8,700	8,900
OTHER BENEFITS	1,208	948	1,300	1,200	1,300
HSA CONTRIBUTION	-	3,625	2,500	2,000	2,500
EMPLOYEE RELATIONS	959	983	1,000	1,000	1,000
PERSONNEL	\$ 367,194	\$ 384,043	\$ 389,500	\$ 378,200	\$ 399,900
OFFICE SUPPLIES	\$ 970	\$ 97	\$ 1,000	\$ 1,000	\$ 1,000
OPERATING SUPPLIES	2,817	2,117	3,000	3,000	3,000
SWIMMING POOL MAINTENANCE	(179)	(600)	-	-	-
POSTAGE & SHIPPING	23,120	16,591	26,000	26,000	5,000
ELECTRIC SERVICE	11,893	-	-	-	-
NATURAL GAS SERVICE	876	203	-	300	300
EQUIPMENT LEASE/RENTAL	4,214	2,944	4,000	2,100	2,100
PROFESSIONAL DUES	1,817	2,466	2,600	2,600	2,600
PROFESSIONAL DEVELOPMENT	4,061	1,029	6,000	5,000	7,500
YOUTH SPORTS	125,000	-	-	40,000	100,000
COMMUNITY RELATIONS	4,436	2,897	4,500	6,000	31,700
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	26,900	27,100	28,300	28,300	23,200
OPERATING	\$ 205,924	\$ 55,227	\$ 75,400	\$ 114,300	\$ 176,400
FURNITURE & FIXTURES	\$ 1,692	\$ -	\$ -	\$ 1,200	\$ -
CAPITAL	\$ 1,692	\$ -	\$ -	\$ 2,400	\$ -
PARKS AND RECREATION ADMINISTRATION DIVISION TOTAL	\$ 574,809	\$ 439,270	\$ 464,900	\$ 494,900	\$ 576,300

PARKS AND RECREATION DEPARTMENT

Senior Services Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 139,317	\$ 144,171	\$ 147,100	\$ 143,000	\$ 150,700
PART-TIME WAGES	42,589	16,298	48,000	20,500	53,500
OVERTIME	1,187	402	1,400	50	1,400
LONGEVITY	1,317	1,535	1,700	1,700	1,800
HEALTH & DENTAL	14,798	13,627	15,000	13,500	15,200
TMRS	18,522	19,131	19,600	19,000	23,000
FICA	13,931	12,235	15,100	12,400	15,700
WORKERS COMPENSATION	867	901	1,000	500	800
OTHER BENEFITS	690	525	700	700	700
HSA CONTRIBUTION	375	3,975	3,000	2,400	3,000
PERSONNEL	\$ 233,594	\$ 212,799	\$ 252,600	\$ 213,750	\$ 265,800
OFFICE SUPPLIES	\$ 876	\$ 728	\$ 800	\$ 800	\$ 800
OPERATING SUPPLIES	2,938	1,609	5,500	5,500	5,500
FUEL	1,416	385	2,000	1,000	1,500
EQUIPMENT MAINTENANCE	58	80	-	-	-
VEHICLE MAINTENANCE	424	1,341	1,500	1,500	2,500
POSTAGE & SHIPPING	11,860	11,842	12,000	12,000	4,000
ELECTRIC SERVICE	-	5,412	10,000	7,000	10,000
NATURAL GAS SERVICE	-	795	1,500	700	900
EQUIPMENT LEASE/RENTAL	1,250	1,016	1,300	600	800
PROFESSIONAL DUES	255	289	300	300	300
PROFESSIONAL DEVELOPMENT	817	278	900	500	900
CREDIT CARD FEES	3,438	1,834	4,000	3,000	4,000
INSTRUCTOR FEES	64,476	19,330	71,300	27,500	55,000
COMMUNITY RELATIONS	11,997	4,877	22,500	12,500	29,600
BOARDS AND COMMITTEES	4,594	5,039	5,000	5,000	5,000
TRANSFER TO VEHICLE REPLACEMENT FUND	9,000	9,000	9,000	9,000	12,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	49,800	50,000	51,500	51,500	54,400
TRANSFER TO ASSET REPLACEMENT FUND	3,200	2,800	2,800	2,800	2,800
OPERATING	\$ 166,398	\$ 116,654	\$ 201,900	\$ 141,200	\$ 190,000
FURNITURE & EQUIP <\$5000	\$ -	\$ 1,078	\$ -	\$ -	\$ -
OTHER EQUIPMENT	-	-	-	6,100	-
CAPITAL	\$ -	\$ 1,078	\$ -	\$ 6,100	\$ -
SENIOR SERVICES DIVISION TOTAL	\$ 399,991	\$ 330,532	\$ 454,500	\$ 361,050	\$ 455,800

PARKS AND RECREATION DEPARTMENT

Recreation Center Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 266,499	\$ 275,595	\$ 282,500	\$ 271,100	\$ 296,700
PART-TIME WAGES	348,282	258,708	367,500	330,300	392,000
ON CALL	945	855	2,200	2,200	3,200
OVERTIME	4,037	3,072	6,300	5,600	6,300
LONGEVITY	1,555	1,795	2,000	1,800	1,900
HEALTH & DENTAL	28,308	26,137	28,700	24,200	37,700
TMRS	51,094	50,741	52,100	49,600	53,700
FICA	46,916	41,310	50,500	47,900	53,200
WORKERS COMPENSATION	5,949	6,824	8,100	4,500	8,000
ALLOWANCES	2,880	2,808	2,900	2,620	2,900
OTHER BENEFITS	1,297	1,018	1,300	1,100	1,300
HSA CONTRIBUTION	750	5,775	4,500	2,850	4,500
EMPLOYEE RELATIONS	-	-	-	-	2,200
PERSONNEL	\$ 758,513	\$ 674,638	\$ 808,600	\$ 743,770	\$ 863,600
OFFICE SUPPLIES	\$ 2,495	\$ 894	\$ 3,350	\$ 2,300	\$ 2,300
OPERATING SUPPLIES	58,961	29,204	67,200	64,200	29,400
TREATMENT CHEMICALS	13,261	7,236	15,300	15,900	16,300
EQUIPMENT MAINTENANCE	4,294	5,002	11,500	7,000	10,000
SWIMMING POOL MAINTENANCE	18,523	11,137	22,000	22,000	14,700
POSTAGE & SHIPPING	4,515	1,115	5,800	5,800	-
ELECTRIC SERVICE	111,690	77,189	89,000	88,000	90,000
NATURAL GAS SERVICE	14,817	11,847	17,000	22,000	25,000
EQUIPMENT LEASE/RENTAL	3,102	2,557	4,000	2,400	2,400
PROFESSIONAL DUES	870	425	1,000	1,000	1,100
PROFESSIONAL DEVELOPMENT	10,030	3,465	7,700	5,000	10,300
CREDIT CARD FEES	39,571	21,310	39,200	34,000	39,200
INSTRUCTOR FEES	817,885	320,116	785,000	614,300	785,000
COMMUNITY RELATIONS	-	-	-	-	48,700
TRANSFER TO TECHNOLOGY					
MANAGEMENT FUND	104,000	102,600	106,600	106,600	118,400
TRANSFER TO ASSET REPLACEMENT FUND	86,800	60,200	50,200	50,200	47,000
OPERATING	\$ 1,290,815	\$ 654,297	\$ 1,224,850	\$ 1,040,700	\$ 1,239,800
FURNITURE & EQUIP <\$5000	\$ 290	\$ -	\$ -	\$ -	\$ -
OTHER EQUIPMENT	-	8,275	32,000	45,500	18,000
OTHER CONSTRUCTION COSTS	-	-	-	-	11,000
CAPITAL	\$ 290	\$ 8,275	\$ 32,000	\$ 45,500	\$ 29,000
RECREATION CENTER DIVISION TOTAL	\$ 2,049,618	\$ 1,337,210	\$ 2,065,450	\$ 1,829,970	\$ 2,132,400

PARKS AND RECREATION DEPARTMENT

Parks Maintenance Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 138,898	\$ 144,376	\$ 146,800	\$ 140,900	\$ 150,000
PART-TIME WAGES	2,607	5,999	6,800	6,720	6,800
ON CALL	1,646	1,467	1,800	1,700	1,800
OVERTIME	1,370	637	1,900	500	1,900
LONGEVITY	465	645	800	800	1,000
HEALTH & DENTAL	33,354	29,921	32,900	29,500	33,400
TMRS	18,699	19,394	19,900	18,900	20,400
FICA	10,628	11,146	11,400	10,300	11,700
WORKERS COMPENSATION	2,415	3,419	1,900	2,200	1,800
ALLOWANCES	840	819	900	900	900
OTHER BENEFITS	777	582	700	700	700
PERSONNEL	\$ 211,699	\$ 218,406	\$ 225,800	\$ 213,120	\$ 230,400
OFFICE SUPPLIES	\$ 275	\$ 199	\$ -	\$ -	\$ -
OPERATING SUPPLIES	3,559	4,049	4,100	4,100	4,400
FUEL	3,798	2,677	5,000	4,000	4,000
EQUIPMENT MAINTENANCE	563	659	1,800	1,800	1,800
VEHICLE MAINTENANCE	3,565	1,592	2,500	8,500	8,500
BUILDING & GROUNDS MAINTENANCE	84,815	18,408	25,000	25,000	27,000
ELECTRIC SERVICE	14,333	6,882	12,000	12,000	12,000
PROFESSIONAL DEVELOPMENT	4,317	944	3,200	1,600	3,100
OTHER CONTRACTED SERVICES	181,958	215,841	277,900	277,900	271,000
TRANSFER TO VEHICLE REPLACEMENT FUND	8,000	8,000	8,000	8,000	14,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	23,700	24,600	25,600	25,600	23,900
TRANSFER TO ASSET REPLACEMENT FUND	58,100	57,900	58,000	58,000	49,000
OPERATING	\$ 386,982	\$ 341,750	\$ 423,100	\$ 426,500	\$ 418,700
OTHER EQUIPMENT	-	-	-	-	32,000
OTHER CONSTRUCTION COSTS	-	-	-	136,000	8,000
CAPITAL	\$ -	\$ -	\$ -	\$ 136,000	\$ 40,000
PARKS MAINTENANCE DIVISION TOTAL	\$ 598,681	\$ 560,156	\$ 648,900	\$ 775,620	\$ 689,100

PARKS AND RECREATION DEPARTMENT

Colonial Park Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
PART-TIME WAGES	174,571	145,580	204,500	185,000	205,700
OVERTIME	377	78	-	-	-
TMRS	131	70	-	-	-
FICA	13,651	11,147	15,600	8,800	15,700
WORKERS COMPENSATION	3,329	2,279	2,500	700	2,400
PERSONNEL	\$ 192,059	\$ 159,153	\$ 222,600	\$ 194,500	\$ 223,800
OFFICE SUPPLIES	\$ 481	\$ 271	\$ -	\$ -	\$ -
OPERATING SUPPLIES	24,526	11,338	28,300	28,300	16,200
TREATMENT CHEMICALS	13,100	10,272	20,100	22,000	23,300
SWIMMING POOL MAINTENANCE	43,547	54,517	40,500	40,500	43,800
POSTAGE & SHIPPING	893	812	2,000	2,000	-
ELECTRIC SERVICE	35,414	29,080	40,000	35,000	40,000
NATURAL GAS SERVICE	724	536	1,000	1,000	1,000
EQUIPMENT LEASE/RENTAL	293	380	500	700	700
CREDIT CARD FEES	3,026	596	4,300	3,100	3,100
COMMUNITY RELATIONS	-	-	-	-	14,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	62,500	62,900	64,900	64,900	68,000
TRANSFER TO ASSET REPLACEMENT FUND	73,100	43,600	43,500	43,500	41,500
OPERATING	\$ 257,603	\$ 214,301	\$ 245,100	\$ 241,000	\$ 251,600
OTHER EQUIPMENT	\$ -	\$ -	\$ 12,000	\$ 11,800	\$ 5,000
CAPITAL	\$ -	\$ -	\$ 12,000	\$ 11,800	\$ 5,000
COLONIAL PARK DIVISION TOTAL	\$ 449,662	\$ 373,454	\$ 479,700	\$ 447,300	\$ 480,400

GENERAL FUND

Transfers

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
TRANSFER FROM TRANSPORTATION IMPROVEMENT FUND	\$ -	\$ 100,000	\$ -	\$ -	\$ -
TRANSFER FROM 2019 CERT OF OBLIGATION FUND	86,954	-	-	-	-
TRANSFER FROM WATER & SEWER FUND	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
TRANSFER FROM SOLID WASTE FUND	310,000	310,000	310,000	310,000	310,000
TRANSFER FROM EMPLOYEE BENEFIT FUND	142,500	-	-	-	-
TRANSFER FROM HUMAN RESOURCE SVCS FUND	-	80,691	135,300	168,000	177,400
TRANSFERS IN	\$ 1,789,454	\$ 1,740,691	\$ 1,695,300	\$ 1,728,000	\$ 1,737,400
TRANSFER TO CAPITAL PROJECT FUND	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -
TRANSFER TO CAPITAL RESERVE FUND	-	-	-	7,000,000	-
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	-	-	-	220,000	-
TRANSFER TO EMPLOYEE BENEFIT FUND	-	33,700	35,000	35,000	35,000
TRANSFER TO HUMAN RESOURCE SVCS FUND	-	249,900	252,000	252,000	250,000
TRANSFERS OUT	\$ -	\$ 283,600	\$ 587,000	\$ 7,807,000	\$ 285,000

DEBT SERVICE FUND

**DEBT SERVICE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES:					
CURRENT YEAR PROPERTY TAXES	\$ 7,582,452	\$ 7,667,034	\$ 6,789,104	\$ 6,760,500	\$ 5,876,000
PRIOR YEAR PROPERTY TAXES	67,846	56,848	35,000	50,000	50,000
PENALTY AND INTEREST	33,397	31,427	30,500	35,000	32,000
EARNINGS ON INVESTMENTS	4,492	10,332	7,500	1,500	2,000
TRANSFER FROM 2019 CERT OF OBLIGATION FUND	4,747	-	-	-	-
TRANSFER FROM TRANSPORTATION IMPROVEMENT FUND	-	688,079	-	-	-
TRANSFER FROM WATER & SEWER FUND	1,196,038	1,184,183	388,020	388,020	367,637
GENERAL OBLIGATION BOND PROCEEDS	-	11,376,128	-	-	-
TOTAL REVENUES	\$ 8,888,972	\$ 21,014,031	\$ 7,250,124	\$ 7,235,020	\$ 6,327,637
EXPENDITURES:					
BOND PRINCIPAL	\$ 7,910,000	\$ 8,060,000	\$ 6,490,000	\$ 6,496,435	\$ 4,885,000
INTEREST ON BONDS	920,492	930,783	683,374	1,364,103	1,411,700
FISCAL AGENT FEES	5,603	2,250	3,250	3,250	3,250
ISSUANCE COSTS	4,747	111,602	3,750	3,500	5,000
PAYMENT TO REFUNDED BOND ESCROW	-	11,264,456	-	-	-
TOTAL EXPENDITURES	\$ 8,840,842	\$ 20,369,091	\$ 7,180,374	\$ 7,867,288	\$ 6,304,950
NET REVENUES	\$ 48,130	\$ 644,940	\$ 69,750	\$ (632,268)	\$ 22,687
BEGINNING BALANCE	\$ 868,289	\$ 916,419	\$ 956,765	\$ 1,561,358	\$ 929,090
ENDING BALANCE	\$ 916,419	\$ 1,561,358	\$ 1,026,515	\$ 929,090	\$ 951,777

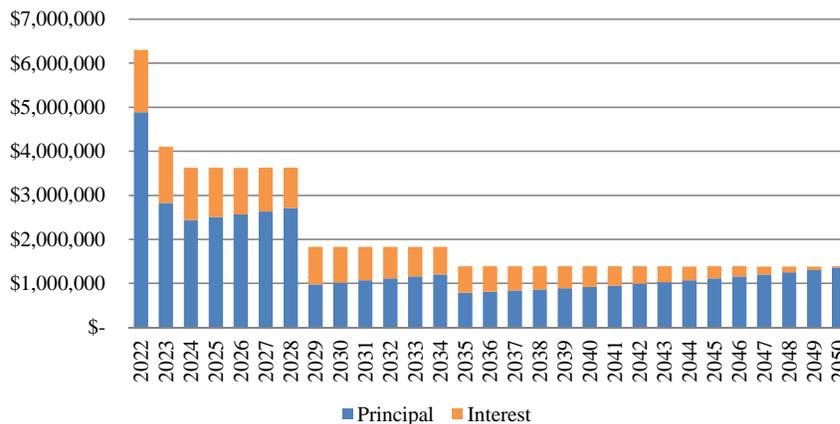
**CITY OF WEST UNIVERSITY PLACE
GENERAL LONG TERM DEBT
SCHEDULE OF FISCAL YEAR REQUIREMENTS**

Series	Obligation	Amount of Issue	Principal Outstanding January 1, 2022	Principal & Interest Requirements for 2022			Principal Outstanding December 31, 2022	
				Principal	Interest	Total		
2011	Certificates of Obligation	910,000	490,000	240,000	8,325	248,325	250,000	
2016	General Obligation Refunding	3,170,000	365,000	365,000	2,637	367,637	-	
2017	General Obligation Refunding	9,965,000	6,605,000	-	132,761	132,761	6,605,000	
2019	Certificates of Obligation	4,040,000	3,940,000	110,000	154,850	264,850	3,830,000	
2020	General Obligation Refunding	10,780,000	8,065,000	2,705,000	225,331	2,930,331	5,360,000	
2020	Certificates of Obligation	23,190,000	24,070,000	1,465,000	887,725	2,352,725	22,605,000	
TOTAL				\$ 43,535,000	\$ 4,885,000	\$ 1,411,629	\$ 6,296,629	\$ 38,650,000

**CITY OF WEST UNIVERSITY PLACE
GENERAL LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of December 31, 2021**

Fiscal Year	Principal	Interest Due 2/1	Interest Due 8/1	Interest	Total
2022	4,885,000	747,346	664,283	1,411,629	6,296,629
2023	2,825,000	664,283	609,971	1,274,254	4,099,254
2024	2,435,000	609,971	577,668	1,187,639	3,622,639
2025	2,500,000	577,668	546,320	1,123,988	3,623,988
2026	2,560,000	546,320	514,540	1,060,860	3,620,860
2027	2,630,000	514,540	478,159	992,699	3,622,699
2028	2,705,000	478,159	440,675	918,834	3,623,834
2029	970,000	440,675	418,025	858,700	1,828,700
2030	1,015,000	418,025	394,300	812,325	1,827,325
2031	1,065,000	394,300	369,400	763,700	1,828,700
2032	1,110,000	369,400	347,200	716,600	1,826,600
2033	1,155,000	347,200	324,100	671,300	1,826,300
2034	1,200,000	324,100	304,150	628,250	1,828,250
2035	785,000	304,150	292,375	596,525	1,381,525
2036	810,000	292,375	280,225	572,600	1,382,600
2037	835,000	280,225	267,700	547,925	1,382,925
2038	860,000	267,700	254,800	522,500	1,382,500
2039	885,000	254,800	241,525	496,325	1,381,325
2040	915,000	241,525	227,800	469,325	1,384,325
2041	945,000	227,800	208,900	436,700	1,381,700
2042	985,000	208,900	189,200	398,100	1,383,100
2043	1,025,000	189,200	168,700	357,900	1,382,900
2044	1,065,000	168,700	147,400	316,100	1,381,100
2045	1,110,000	147,400	125,200	272,600	1,382,600
2046	1,155,000	125,200	102,100	227,300	1,382,300
2047	1,200,000	102,100	78,100	180,200	1,380,200
2048	1,250,000	78,100	53,100	131,200	1,381,200
2049	1,300,000	53,100	27,100	80,200	1,380,200
2050	1,355,000	27,100	-	27,100	1,382,100
\$ 43,535,000	\$ 9,400,361	\$ 8,653,016	\$ 18,053,377	\$ 61,588,377	

Annual Debt Service Requirements

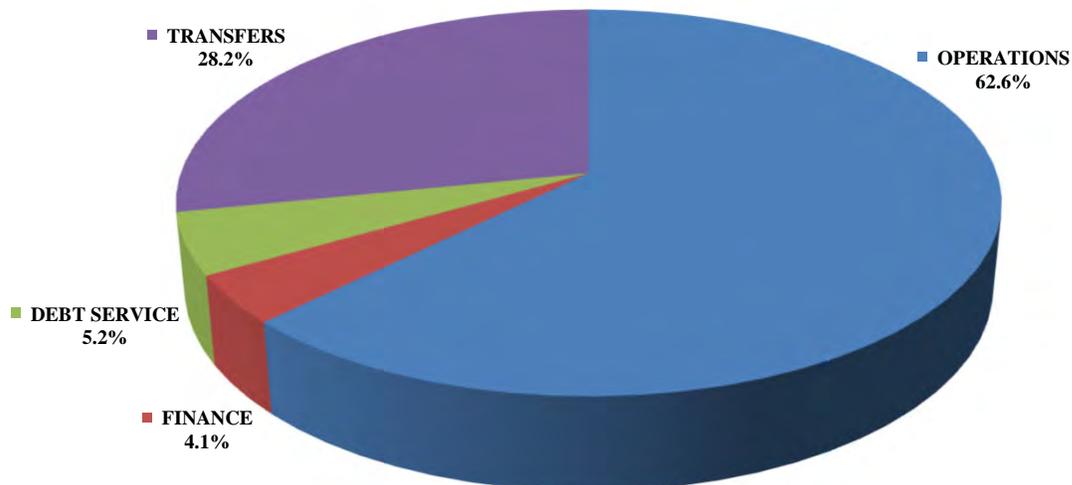


WATER & SEWER FUND

**WATER AND SEWER FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES:					
FEMA REIMBURSEMENT	\$ 19,897	\$ -	\$ -	\$ -	\$ -
WATER SERVICE	4,887,688	5,205,754	4,950,000	4,970,000	5,000,000
SEWER SERVICE	3,057,624	3,288,263	3,230,000	3,140,000	3,100,000
PENALTIES	54,562	32,276	50,000	45,000	45,000
CONNECTION FEE	92,825	68,650	81,000	78,800	80,000
EARNINGS ON INVESTMENTS	19,964	6,312	4,600	1,000	2,000
MISCELLANEOUS	1,510	1,244	5,300	(23,700)	1,500
TRANSFER FROM HUMAN RESOURCE SVCS FUND	-	-	44,600	43,200	-
TOTAL REVENUE	\$ 8,134,070	\$ 8,602,500	\$ 8,365,500	\$ 8,254,300	\$ 8,228,500
EXPENDITURES BY DEPARTMENT:					
DEBT SERVICE	\$ 1,196,038	\$ 1,202,796	\$ 388,020	\$ 573,020	\$ 393,020
FINANCE	244,526	191,455	266,700	244,200	311,700
PUBLIC WORKS	4,288,106	4,183,535	4,431,300	4,358,400	4,769,300
TRANSFER TO GENERAL FUND	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
TRANSFER TO WATER & SEWER CAPITAL PROJECTS	900,000	900,000	2,700,000	2,700,000	900,000
TOTAL EXPENDITURES	\$ 7,878,670	\$ 7,727,786	\$ 9,036,020	\$ 9,125,620	\$ 7,624,020
NET REVENUES (EXPENDITURES)	\$ 255,400	\$ 874,714	\$ (670,520)	\$ (871,320)	\$ 604,480
BEGINNING WORKING CAPITAL	\$ 581,596	\$ 836,996	\$ 1,523,934	\$ 1,711,710	\$ 840,390
ENDING WORKING CAPITAL	\$ 836,996	\$ 1,711,710	\$ 853,414	\$ 840,390	\$ 1,444,870

Water & Sewer Fund 2022 Expenditures

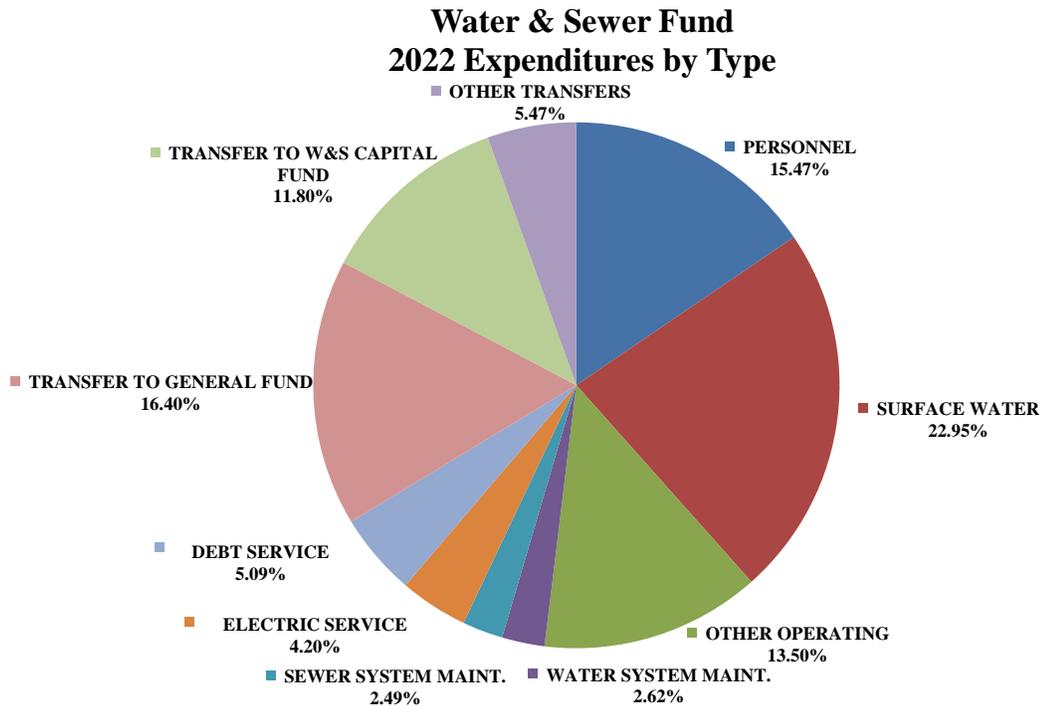


**WATER AND SEWER FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES:					
FEMA REIMBURSEMENT	\$ 19,897	\$ -	\$ -	\$ -	\$ -
WATER SERVICE	4,887,688	5,205,754	4,950,000	4,970,000	5,000,000
SEWER SERVICE	3,057,624	3,288,263	3,230,000	3,140,000	3,100,000
PENALTIES	54,562	32,276	50,000	45,000	45,000
CONNECTION FEE	92,825	68,650	81,000	78,800	80,000
EARNINGS ON INVESTMENTS	19,964	6,312	4,600	1,000	2,000
MISCELLANEOUS	1,510	1,244	5,300	(23,700)	1,500
TRANSFER FROM HUMAN RESOURCE SVCS FUND	-	-	44,600	43,200	-
TOTAL REVENUE	\$ 8,134,070	\$ 8,602,500	\$ 8,365,500	\$ 8,254,300	\$ 8,228,500
EXPENDITURES:					
REGULAR WAGES	\$ 728,729	\$ 687,353	\$ 741,700	\$ 702,600	\$ 745,600
ON CALL	14,445	13,647	14,800	14,800	14,500
OVERTIME	96,278	70,402	75,000	77,500	73,000
LONGEVITY	7,068	6,254	7,300	4,800	4,900
HEALTH & DENTAL	135,527	114,034	139,200	105,700	134,000
TMRS	111,054	101,995	110,000	112,400	110,300
FICA	61,517	56,769	61,300	64,300	60,900
WORKERS COMPENSATION	13,000	17,418	9,900	10,000	11,000
ALLOWANCES	3,815	3,318	3,700	2,100	2,600
OTHER BENEFITS	3,512	2,655	4,300	3,100	3,600
HSA CONTRIBUTION	1,375	13,250	17,500	4,000	17,500
EMPLOYEE RELATIONS	299	1,323	1,500	1,500	1,500
ACCRUED VACATION	(46,856)	(6,887)	-	-	-
PENSION EXPENSE	99,709	(19,137)	-	-	-
OPEB EXPENSE	14,062	(38,839)	-	-	-
OFFICE SUPPLIES	1,007	1,192	1,600	1,600	1,600
OPERATING SUPPLIES	13,221	26,137	30,000	30,000	30,000
FUEL	11,335	6,298	15,000	10,000	15,000
TREATMENT CHEMICALS	96,507	52,610	100,000	100,000	100,000
EQUIPMENT MAINTENANCE	19,138	15,776	27,300	27,300	30,000
VEHICLE MAINTENANCE	20,984	17,388	15,000	15,000	20,000
BUILDING & GROUNDS MAINTENANCE	37,807	25,675	30,000	30,000	30,000
WATER SYSTEM MAINTENANCE	142,271	169,806	200,000	200,000	200,000
SEWER SYSTEM MAINTENANCE	157,086	197,154	170,000	170,000	190,000
COMMUNICATION	1,948	-	-	-	-
ELECTRIC SERVICE	498,523	302,352	320,000	320,000	320,000
SURFACE WATER	1,615,576	1,538,297	1,600,000	1,600,000	1,750,000
NATURAL GAS SERVICE	346	321	400	400	400
OTHER UTILITIES	-	114	-	1,000	1,000
EQUIPMENT LEASE/RENTAL	4,820	3,443	4,800	2,300	2,400
PROFESSIONAL DUES	1,916	1,431	2,800	2,800	2,800
TRAVEL & TRAINING	12,136	5,888	18,000	8,000	12,000
SLUDGE REMOVAL	45,240	67,868	71,000	90,000	95,000
CREDIT CARD FEES	46,335	72,535	83,000	78,000	80,400
OTHER CONTRACTED SERVICES	300,842	352,536	384,000	378,000	516,000
RESIDENT REIMBURSEMENT	641	-	3,000	1,500	3,000
COMMUNITY RELATIONS	6,429	3,540	12,000	10,000	25,000
FURNITURE & EQUIP <\$5000	4,828	-	-	-	-
OTHER EQUIPMENT	8,244	3,725	96,000	96,000	60,000
OTHER CONSTRUCTION COSTS	14,117	168,450	-	-	-
BAD DEBT EXPENSE	-	18,613	-	185,000	5,000
TRANSFER TO DEBT SERVICE FUND	1,196,038	1,184,183	388,020	388,020	388,020
TRANSFER TO GENERAL FUND	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
TRANSFER TO WATER & SEWER CAPITAL PROJECTS	900,000	900,000	2,700,000	2,700,000	900,000
TRANSFER TO VEHICLE REPLACEMENT FUND	90,000	92,000	96,000	96,000	102,000

**WATER AND SEWER FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	137,800	140,000	139,000	139,000	145,000
TRANSFER TO ASSET REPLACEMENT FUND	-	86,900	92,900	92,900	170,000
TOTAL EXPENDITURES	\$ 7,878,670	\$ 7,727,786	\$ 9,036,020	\$ 9,125,620	\$ 7,624,020
NET REVENUES (EXPENDITURES)	\$ 255,400	\$ 874,714	\$ (670,520)	\$ (871,320)	\$ 604,480
BEGINNING WORKING CAPITAL	\$ 581,596	\$ 836,996	\$ 1,523,934	\$ 1,711,710	\$ 840,390
ENDING WORKING CAPITAL	\$ 836,996	\$ 1,711,710	\$ 853,414	\$ 840,390	\$ 1,444,870



**CITY OF WEST UNIVERSITY PLACE
WATER & SEWER DEBT SERVICE
SCHEDULE OF FISCAL YEAR REQUIREMENTS**

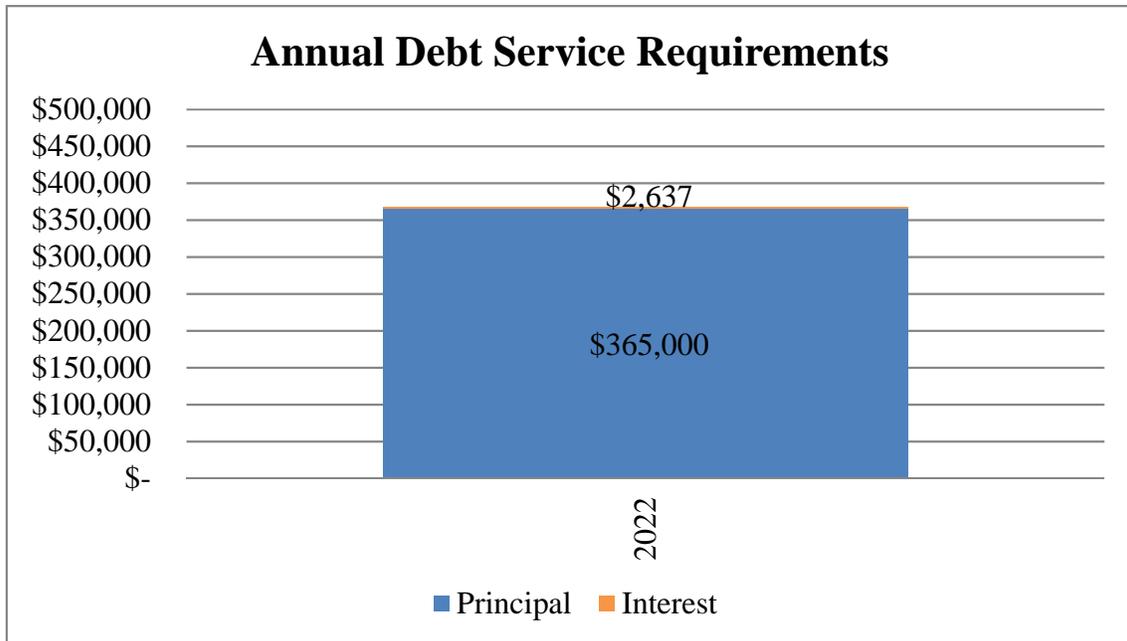
Series	Obligation	Amount of Issue	Principal Outstanding January 1, 2022	Principal & Interest Requirements for 2021			Principal Outstanding December 31, 2022
				Principal	Interest	Total	
2016	GO Refunding Bonds (W&S Portion)*	3,170,000	365,000	365,000	2,637	367,637	-
			\$ 365,000	\$ 365,000	\$ 2,637	\$ 367,637	\$ -

* Portion of debt is transferred to General Debt Service Fund

**CITY OF WEST UNIVERSITY PLACE
WATER & SEWER DEBT SERVICE
PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Principal *	Interest Due 2/1 *	Interest Due 8/1 *	Interest	Total
2022	\$ 365,000	\$ 2,637	\$ -	\$ 2,637	\$ 367,637
	\$ 365,000	\$ 2,637	\$ -	\$ 2,637	\$ 367,637

* Includes amount transferred to General Debt Service Fund for W&S portion of 2016 GO Refunding Bonds.



FINANCE DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Utility Billing & Customer Service</i>					
Personnel	\$ 152,417	\$ 80,064	\$ 136,600	\$ 127,600	\$ 138,100
Operating	91,781	111,391	130,100	116,600	173,600
Capital	328	-	-	-	-
Total	\$ 244,526	\$ 191,455	\$ 266,700	\$ 244,200	\$ 311,700
Total Department	\$ 244,526	\$ 191,455	\$ 266,700	\$ 244,200	\$ 311,700

Finance Department Staffing Schedule (W&S Fund)

POSITION	GRADE	2021		2022		SALARY RANGE	
		BUDGET	BUDGET	BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Finance - Utility Billing</i>							
Sr. Customer Service Representative	5	1	1	\$ 49,000	\$ 71,050		
Accounting Specialist - Utility Billing	2	1	1	\$ 35,200	\$ 51,000		
Total Finance (W&S Fund)		2	2				

**WATER AND SEWER FUND
FINANCE DEPARTMENT**

Finance Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 91,189	\$ 69,510	\$ 88,100	\$ 85,600	\$ 91,000
OVERTIME	9,904	7,709	5,000	2,500	3,000
LONGEVITY	248	-	200	200	300
HEALTH & DENTAL	13,583	14,401	21,600	19,300	21,700
TMRS	13,300	9,801	12,100	11,400	12,400
FICA	7,511	5,520	6,500	6,100	6,600
WORKERS COMPENSATION	182	196	100	100	100
OTHER BENEFITS	504	257	500	400	500
HSA CONTRIBUTION	375	4,125	2,500	2,000	2,500
ACCRUED VACATION	1,995	(5,538)	-	-	-
PENSION EXPENSE	11,941	(13,120)	-	-	-
OPEB EXPENSE	1,684	(12,797)	-	-	-
PERSONNEL	\$ 152,417	\$ 80,064	\$ 136,600	\$ 127,600	\$ 138,100
OFFICE SUPPLIES	\$ (27)	\$ 549	\$ -	\$ -	\$ -
POSTAGE & SHIPPING	2,138	-	-	-	-
EQUIPMENT LEASE/RENTAL	3,180	2,441	3,600	1,600	1,700
PROFESSIONAL DEVELOPMENT	1,520	-	1,500	1,000	1,500
CREDIT CARD FEES	46,335	72,535	83,000	78,000	80,400
OTHER CONTRACTED SERVICES	38,635	35,866	42,000	36,000	90,000
OPERATIONS	\$ 91,781	\$ 111,391	\$ 130,100	\$ 116,600	\$ 173,600
FURNITURE & EQUIP <\$5000	\$ 328	\$ -	\$ -	\$ -	\$ -
CAPITAL	\$ 328	\$ -	\$ -	\$ -	\$ -
FINANCE DIVISION TOTAL	\$ 244,526	\$ 191,455	\$ 266,700	\$ 244,200	\$ 311,700

PUBLIC WORKS DEPARTMENT

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>W&S Fund Operations</i>					
Personnel	\$ 1,091,117	\$ 943,492	\$ 1,049,600	\$ 975,200	\$ 1,041,300
Operating	3,170,128	3,067,868	3,285,700	3,287,200	3,668,000
Capital	26,861	172,175	96,000	96,000	60,000
Total	\$ 4,288,106	\$ 4,183,535	\$ 4,431,300	\$ 4,358,400	\$ 4,769,300
Total Department	\$ 4,288,106	\$ 4,183,535	\$ 4,431,300	\$ 4,358,400	\$ 4,769,300

Public Works Department Staffing Schedule (W&S Fund)

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Public Works - Operations</i>					
Public Works Manager	10	1	1	\$ 91,000	\$ 131,950
Field Services Supervisor	7	1	1	\$ 59,290	\$ 85,971
Plant Supervisor	7	1	1	\$ 59,290	\$ 85,971
Crew Leader	5	2	2	\$ 49,000	\$ 71,050
Plant Operator, Sr.	5	2	2	\$ 49,000	\$ 71,050
Plant Operator	4	1	1	\$ 42,592	\$ 61,758
Driver/Equipment Operator	2	1	1	\$ 35,200	\$ 51,000
Maintenance Worker I	1	2	2	\$ 32,000	\$ 46,400
Total Public Works (W&S Fund)		11	11		

**WATER AND SEWER FUND
PUBLIC WORKS DEPARTMENT**

Operations Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 637,540	\$ 617,843	\$ 653,600	\$ 617,000	\$ 654,600
ON CALL	14,445	13,647	14,800	14,800	14,500
OVERTIME	86,374	62,693	70,000	75,000	70,000
LONGEVITY	6,820	6,254	7,100	4,600	4,600
HEALTH & DENTAL	121,944	99,632	117,600	86,400	112,300
TMRS	97,754	92,194	97,900	101,000	97,900
FICA	54,006	51,249	54,800	58,200	54,300
WORKERS COMPENSATION	12,818	17,222	9,800	9,900	10,900
ALLOWANCES	3,815	3,318	3,700	2,100	2,600
OTHER BENEFITS	3,007	2,398	3,800	2,700	3,100
HSA CONTRIBUTION	1,000	9,125	15,000	2,000	15,000
EMPLOYEE RELATIONS	299	1,323	1,500	1,500	1,500
ACCRUED VACATION	(48,851)	(1,348)	-	-	-
PENSION EXPENSE	87,768	(6,017)	-	-	-
OPEB EXPENSE	12,378	(26,042)	-	-	-
PERSONNEL	\$ 1,091,117	\$ 943,492	\$ 1,049,600	\$ 975,200	\$ 1,041,300
OFFICE SUPPLIES	\$ 1,034	\$ 643	\$ 1,600	\$ 1,600	\$ 1,600
OPERATING SUPPLIES	13,221	26,137	30,000	30,000	30,000
FUEL	11,335	6,298	15,000	10,000	15,000
TREATMENT CHEMICALS	96,507	52,610	100,000	100,000	100,000
EQUIPMENT MAINTENANCE	19,138	15,776	27,300	27,300	30,000
VEHICLE MAINTENANCE	20,984	17,388	15,000	15,000	20,000
BUILDING & GROUNDS MAINTENANCE	37,807	25,675	30,000	30,000	30,000
WATER SYSTEM MAINTENANCE	142,271	169,806	200,000	200,000	200,000
SEWER SYSTEM MAINTENANCE	157,086	197,154	170,000	170,000	190,000
POSTAGE & SHIPPING	(190)	-	-	-	-
ELECTRIC SERVICE	498,523	302,352	320,000	320,000	320,000
SURFACE WATER	1,615,576	1,538,297	1,600,000	1,600,000	1,750,000
NATURAL GAS SERVICE	346	321	400	400	400
OTHER UTILITIES	-	114	-	1,000	1,000
EQUIPMENT LEASE/RENTAL	1,640	1,002	1,200	700	700
PROFESSIONAL DUES	1,916	1,431	2,800	2,800	2,800
PROFESSIONAL DEVELOPMENT	10,616	5,888	16,500	7,000	10,500
SLUDGE REMOVAL	45,240	67,868	71,000	90,000	95,000
OTHER CONTRACTED SERVICES	262,207	316,669	342,000	342,000	426,000
RESIDENT REIMBURSEMENT	641	-	3,000	1,500	3,000
COMMUNITY RELATIONS	6,429	3,540	12,000	10,000	25,000
TRANSFER TO VEHICLE REPLACEMENT FUND	90,000	92,000	96,000	96,000	102,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	137,800	140,000	139,000	139,000	145,000
TRANSFER TO ASSET REPLACEMENT FUND	-	86,900	92,900	92,900	170,000
OPERATING	\$ 3,170,128	\$ 3,067,868	\$ 3,285,700	\$ 3,287,200	\$ 3,668,000
FURNITURE & EQUIP <\$5000	\$ 4,500	\$ -	\$ -	\$ -	\$ -
OTHER EQUIPMENT	8,244	3,725	96,000	96,000	60,000
OTHER CONSTRUCTION COSTS	14,117	168,450	-	-	-
CAPITAL	\$ 26,861	\$ 172,175	\$ 96,000	\$ 96,000	\$ 60,000
OPERATIONS DIVISION TOTAL	\$ 4,288,106	\$ 4,183,535	\$ 4,431,300	\$ 4,358,400	\$ 4,769,300

SOLID WASTE FUND

**SOLID WASTE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
FEMA REIMBURSEMENT	\$ (562)	\$ -	\$ -	\$ -	\$ -
STATE GRANT	27,500	-	-	-	-
SOLID WASTE COLLECTION	1,729,202	1,813,147	1,791,000	1,811,000	1,867,800
SOLID WASTE SPECIAL COLLECTION	3,000	650	500	500	500
SALE OF RECYCLABLES	1,440	-	-	600	-
EARNINGS ON INVESTMENTS	13,969	5,252	3,800	500	1,000
MISCELLANEOUS	848	741	600	(200)	800
TOTAL REVENUE	\$ 1,775,396	\$ 1,819,790	\$ 1,795,900	\$ 1,812,400	\$ 1,870,100
EXPENDITURES BY DIVISION					
CITY-WIDE	\$ -	\$ 2,902	\$ -	\$ 35,000	\$ 500
CURBSIDE SOLID WASTE	968,857	898,445	1,016,000	952,750	1,015,500
CURBSIDE RECYCLING	385,038	402,331	410,100	410,800	412,100
CURBSIDE GREEN WASTE RECYCLING	173,952	223,050	199,600	193,000	208,450
TRANSFER TO GENERAL FUND	310,000	310,000	310,000	310,000	310,000
TOTAL EXPENDITURES	\$ 1,837,847	\$ 1,836,729	\$ 1,935,700	\$ 1,901,550	\$ 1,946,550
NET REVENUES (EXPENDITURES)	\$ (62,450)	\$ (16,938)	\$ (139,800)	\$ (89,150)	\$ (76,450)
BEGINNING WORKING CAPITAL	\$ 493,138	\$ 430,688	\$ 487,142	\$ 413,749	\$ 324,599
ENDING WORKING CAPITAL	\$ 430,688	\$ 413,749	\$ 347,342	\$ 324,599	\$ 248,149

SOLID WASTE FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
FEMA REIMBURSEMENT	\$ (562)	\$ -	\$ -	\$ -	
STATE GRANT	27,500	-	-	-	-
SOLID WASTE COLLECTION	1,729,202	1,813,147	1,791,000	1,811,000	1,867,800
SOLID WASTE SPECIAL COLLECTION	3,000	650	500	500	500
SALE OF RECYCLABLES	1,440	-	-	600	-
EARNINGS ON INVESTMENTS	13,969	5,252	3,800	500	1,000
CASH OVER/SHORT	-	-	-	(1,000)	-
MISCELLANEOUS	848	741	600	800	800
REVENUE	\$ 1,775,396	\$ 1,819,790	\$ 1,795,900	\$ 1,812,400	\$ 1,870,100

BAD DEBT EXPENSE	\$ -	\$ 2,902	\$ -	\$ 35,000	\$ 500
CITY-WIDE	\$ -	\$ 2,902	\$ -	\$ 35,000	\$ 500

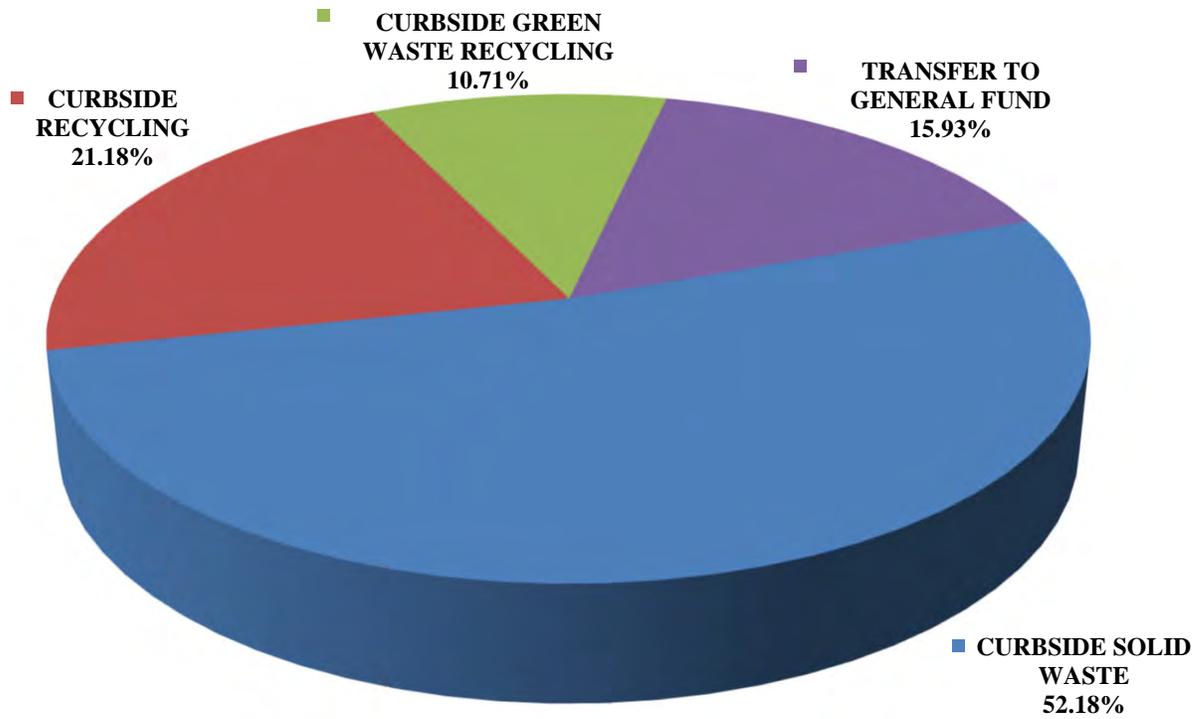
REGULAR WAGES	\$ 234,065	\$ 215,288	\$ 250,100	\$ 225,800	\$ 249,800
OVERTIME	11,319	9,304	14,000	14,000	14,000
LONGEVITY	2,331	2,303	2,700	1,900	2,000
HEALTH & DENTAL	48,315	42,150	42,300	35,900	47,300
TMRS	32,342	29,478	34,800	31,100	34,900
FICA	17,880	16,340	19,400	17,300	19,100
WORKERS COMPENSATION	8,978	11,651	7,600	6,500	6,700
OTHER BENEFITS	1,277	903	1,300	1,100	1,200
HSA CONTRIBUTION	375	1,250	3,000	750	3,000
EMPLOYEE RELATIONS	848	293	1,500	1,500	1,700
ACCRUED VACATION	1,377	12,798	-	-	-
PENSION EXPENSE	32,166	(25,374)	-	-	-
OPEB EXPENSE	3,800	(27,190)	-	-	-
OFFICE SUPPLIES	1,794	-	200	-	-
OPERATING SUPPLIES	6,660	8,795	12,000	12,000	12,000
FUEL	25,506	16,904	34,000	30,000	34,000
EQUIPMENT MAINTENANCE	239	605	1,500	1,500	1,500
VEHICLE MAINTENANCE	38,203	90,024	40,000	45,000	50,000
ELECTRIC SERVICE	3,733	382	700	500	700
SURFACE WATER	(3,475)	908	2,500	2,000	2,000
PROFESSIONAL DUES	693	717	900	900	900
PROFESSIONAL DEVELOPMENT	-	-	4,500	3,000	1,500
DISPOSAL FEE	176,147	195,459	202,000	202,000	202,000
LANDFILL MAINTENANCE	9,450	9,450	12,000	12,000	12,000
OTHER CONTRACTED SERVICES	122,517	123,406	136,000	136,000	133,000
COMMUNITY RELATIONS	249	600	7,000	6,000	6,000
OTHER EQUIPMENT	27,711	-	20,000	-	-
CONSTRUCTION COSTS	2,555	-	3,000	3,000	3,000
TRANSFER TO GENERAL FUND	310,000	310,000	310,000	310,000	310,000
TRANSFER TO VEHICLE REPLACEMENT FUND	135,000	135,000	135,000	135,000	145,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	26,800	27,000	28,000	28,000	32,200
CURBSIDE SOLID WASTE	\$ 1,278,857	\$ 1,208,445	\$ 1,326,000	\$ 1,262,750	\$ 1,325,500

REGULAR WAGES	\$ 49,807	\$ 52,210	\$ 52,200	\$ 52,300	\$ 53,700
OVERTIME	2,388	3,500	3,000	3,000	3,000
LONGEVITY	950	1,010	1,100	1,100	1,100
HEALTH & DENTAL	5,455	5,950	6,500	5,900	6,600
TMRS	6,960	7,431	7,400	7,100	7,600
FICA	3,897	4,194	4,100	4,000	4,200
WORKERS COMPENSATION	1,915	2,900	1,500	1,500	1,400
OTHER BENEFITS	269	200	300	300	300
ACCRUED VACATION	597	1,097	-	-	-
PENSION EXPENSE	6,921	(330)	-	-	-
OPEB EXPENSE	817	(1,992)	-	-	-
OPERATING SUPPLIES	1,149	1,374	1,200	1,200	1,200

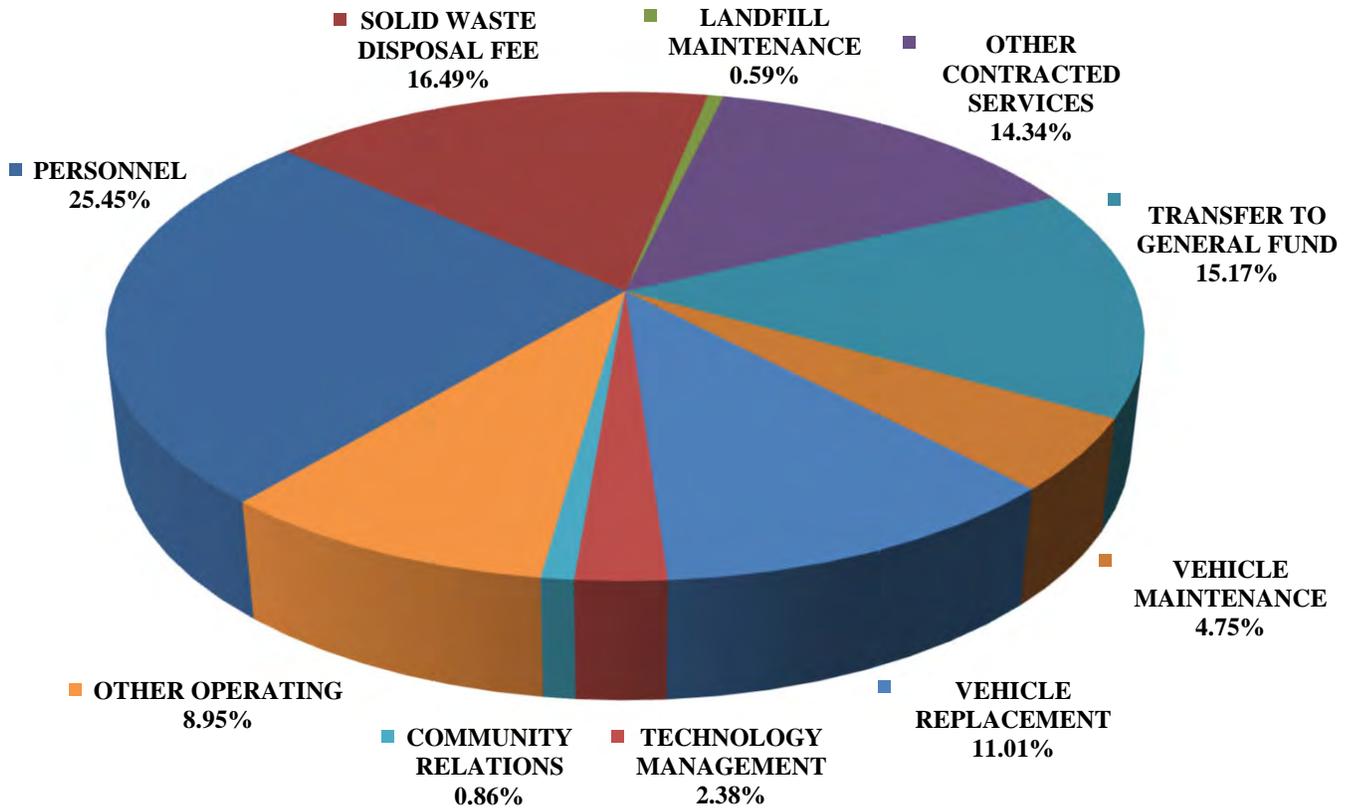
SOLID WASTE FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
FUEL	12,328	7,225	15,000	10,000	13,000
EQUIPMENT MAINTENANCE	796	7	1,000	1,000	1,000
VEHICLE MAINTENANCE	31,528	47,212	30,000	40,000	35,000
DISPOSAL FEE	126,592	133,373	120,000	120,000	120,000
OTHER CONTRACTED SERVICES	66,067	71,405	80,000	80,000	88,000
COMMUNITY RELATIONS	2,347	1,214	21,000	20,000	11,500
OTHER EQUIPMENT	7,254	7,254	8,000	5,600	8,000
TRANSFER TO VEHICLE REPLACEMENT FUND	40,000	40,000	40,000	40,000	40,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND					
	17,000	17,100	17,800	17,800	16,500
CURBSIDE RECYCLING	\$ 385,038	\$ 402,331	\$ 410,100	\$ 410,800	\$ 412,100
REGULAR WAGES	\$ 39,311	\$ 41,518	\$ 41,400	\$ 40,000	\$ 42,100
OVERTIME	2,099	2,707	2,000	2,000	2,000
LONGEVITY	150	210	300	300	300
HEALTH & DENTAL	7,198	6,787	7,500	6,700	7,600
TMRS	5,427	5,829	5,700	5,500	5,800
FICA	3,136	3,333	3,300	3,200	3,350
WORKERS COMPENSATION	1,496	2,245	1,200	1,100	1,100
OTHER BENEFITS	233	166	200	200	200
ACCRUED VACATION	199	308	-	-	-
PENSION EXPENSE	-	26,478	-	-	-
OPEB EXPENSE	-	19,916	-	-	-
FUEL	3,296	2,123	8,000	4,000	7,000
VEHICLE MAINTENANCE	7,812	5,842	10,000	10,000	12,000
DISPOSAL FEE	10,152	10,820	15,000	15,000	15,000
OTHER CONTRACTED SERVICES	53,444	54,767	65,000	65,000	72,000
TRANSFER TO VEHICLE REPLACEMENT FUND	40,000	40,000	40,000	40,000	40,000
CURBSIDE GREEN WASTE RECYCLING	\$ 173,952	\$ 223,050	\$ 199,600	\$ 193,000	\$ 208,450
TOTAL EXPENDITURES	\$ 1,837,847	\$ 1,836,729	\$ 1,935,700	\$ 1,901,550	\$ 1,946,550

Solid Waste Fund - 2022 Expenditures by Function



Solid Waste Fund - 2022 Expenditures by Type



PUBLIC WORKS SOLID WASTE

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
<i>Curbside Solid Waste</i>					
Personnel	\$ 395,074	\$ 289,195	\$ 376,700	\$ 335,850	\$ 379,700
Operating	853,516	919,250	926,300	923,900	942,800
Capital	30,266	-	23,000	3,000	3,000
Total	\$ 1,278,857	\$ 1,208,445	\$ 1,326,000	\$ 1,262,750	\$ 1,325,500
<i>Curbside Recycling</i>					
Personnel	\$ 79,976	\$ 76,169	\$ 76,100	\$ 75,200	\$ 77,900
Operating	297,808	318,908	326,000	330,000	326,200
Capital	7,254	7,254	8,000	5,600	8,000
Total	\$ 385,038	\$ 402,331	\$ 410,100	\$ 410,800	\$ 412,100
<i>Curbside Green Waste Recycling</i>					
Personnel	\$ 59,248	\$ 109,498	\$ 61,600	\$ 59,000	\$ 62,450
Operating	114,703	113,553	138,000	134,000	146,000
Total	\$ 173,952	\$ 223,050	\$ 199,600	\$ 193,000	\$ 208,450
Total Department	\$ 1,837,847	\$ 1,833,826	\$ 1,935,700	\$ 1,866,550	\$ 1,946,050

Public Works Department Staffing Schedule (Solid Waste Fund)

POSITION	GRADE	2021		2022		SALARY RANGE	
		BUDGET	BUDGET	BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Public Works</i>							
<i>Curbside Solid Waste</i>							
Crew Chief	5	1	1	\$	53,900	\$	78,155
Crew Leader-Solid Waste	4	1	1	\$	42,592	\$	61,758
Driver/Equipment Operator	2	3	3	\$	35,200	\$	51,000
<i>Curbside Recycling</i>							
Driver/Equipment Operator	2	1	1	\$	35,200	\$	51,000
<i>Curbside Green Waste Recycling</i>							
Driver/Equipment Operator	2	1	1	\$	35,200	\$	51,000
TOTAL SOLID WASTE FUND		7	7				

PUBLIC WORKS DEPARTMENT

Curbside Solid Waste Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 234,065	\$ 215,288	\$ 250,100	\$ 225,800	\$ 249,800
OVERTIME	11,319	9,304	14,000	14,000	14,000
LONGEVITY	2,331	2,303	2,700	1,900	2,000
HEALTH & DENTAL	48,315	42,150	42,300	35,900	47,300
TMRS	32,342	29,478	34,800	31,100	34,900
FICA	17,880	16,340	19,400	17,300	19,100
WORKERS COMPENSATION	8,978	11,651	7,600	6,500	6,700
OTHER BENEFITS	1,277	903	1,300	1,100	1,200
HSA CONTRIBUTION	375	1,250	3,000	750	3,000
EMPLOYEE RELATIONS	848	293	1,500	1,500	1,700
ACCRUED VACATION	1,377	12,798	-	-	-
PENSION EXPENSE	32,166	(25,374)	-	-	-
OPEB EXPENSE	3,800	(27,190)	-	-	-
PERSONNEL	\$ 395,074	\$ 289,195	\$ 376,700	\$ 335,850	\$ 379,700
OFFICE SUPPLIES	\$ 1,794	\$ -	\$ 200	\$ -	\$ -
OPERATING SUPPLIES	6,660	8,795	12,000	12,000	12,000
FUEL	25,506	16,904	34,000	30,000	34,000
EQUIPMENT MAINTENANCE	239	605	1,500	1,500	1,500
VEHICLE MAINTENANCE	38,203	90,024	40,000	45,000	50,000
ELECTRIC SERVICE	3,733	382	700	500	700
SURFACE WATER	(3,475)	908	2,500	2,000	2,000
PROFESSIONAL DUES	693	717	900	900	900
PROFESSIONAL DEVELOPMENT	-	-	4,500	3,000	1,500
DISPOSAL FEE	176,147	195,459	202,000	202,000	202,000
LANDFILL MAINTENANCE	9,450	9,450	12,000	12,000	12,000
OTHER CONTRACTED SERVICES	122,517	123,406	136,000	136,000	133,000
COMMUNITY RELATIONS	249	600	7,000	6,000	6,000
TRANSFER TO GENERAL FUND	310,000	310,000	310,000	310,000	310,000
TRANSFER TO VEHICLE REPLACEMENT FUND	135,000	135,000	135,000	135,000	145,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	26,800	27,000	28,000	28,000	32,200
OPERATING	\$ 853,516	\$ 919,250	\$ 926,300	\$ 923,900	\$ 942,800
OTHER EQUIPMENT	\$ 27,711	\$ -	\$ 20,000	\$ -	\$ -
CONSTRUCTION COSTS	2,555	-	3,000	3,000	3,000
CAPITAL	\$ 30,266	\$ -	\$ 23,000	\$ 3,000	\$ 3,000
CURBSIDE SOLID WASTE DIVISION TOTAL	\$ 1,278,857	\$ 1,208,445	\$ 1,326,000	\$ 1,262,750	\$ 1,325,500

PUBLIC WORKS DEPARTMENT

Curbside Recycling Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 49,807	\$ 52,210	\$ 52,200	\$ 52,300	\$ 53,700
OVERTIME	2,388	3,500	3,000	3,000	3,000
LONGEVITY	950	1,010	1,100	1,100	1,100
HEALTH & DENTAL	5,455	5,950	6,500	5,900	6,600
TMRS	6,960	7,431	7,400	7,100	7,600
FICA	3,897	4,194	4,100	4,000	4,200
WORKERS COMPENSATION	1,915	2,900	1,500	1,500	1,400
OTHER BENEFITS	269	200	300	300	300
ACCRUED VACATION	597	1,097	-	-	-
PENSION EXPENSE	6,921	(330)	-	-	-
OPEB EXPENSE	817	(1,992)	-	-	-
PERSONNEL	\$ 79,976	\$ 76,169	\$ 76,100	\$ 75,200	\$ 77,900
OPERATING SUPPLIES	\$ 1,149	\$ 1,374	\$ 1,200	\$ 1,200	\$ 1,200
FUEL	12,328	7,225	15,000	10,000	13,000
EQUIPMENT MAINTENANCE	796	7	1,000	1,000	1,000
VEHICLE MAINTENANCE	31,528	47,212	30,000	40,000	35,000
DISPOSAL FEE	126,592	133,373	120,000	120,000	120,000
OTHER CONTRACTED SERVICES	66,067	71,405	80,000	80,000	88,000
COMMUNITY RELATIONS	2,347	1,214	21,000	20,000	11,500
TRANSFER TO VEHICLE REPLACEMENT FUND	40,000	40,000	40,000	40,000	40,000
TRANSFER TO TECHNOLOGY MANAGEMENT FUND	17,000	17,100	17,800	17,800	16,500
OPERATING	\$ 297,808	\$ 318,908	\$ 326,000	\$ 330,000	\$ 326,200
OTHER EQUIPMENT	\$ 7,254	\$ 7,254	\$ 8,000	\$ 5,600	\$ 8,000
CAPITAL	\$ 7,254	\$ 7,254	\$ 8,000	\$ 5,600	\$ 8,000
CURBSIDE RECYCLING DIVISION TOTAL	\$ 385,038	\$ 402,331	\$ 410,100	\$ 410,800	\$ 412,100

PUBLIC WORKS DEPARTMENT

Curbside Green Waste Recycling Division Line Item Budget

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REGULAR WAGES	\$ 39,311	\$ 41,518	\$ 41,400	\$ 40,000	\$ 42,100
OVERTIME	2,099	2,707	2,000	2,000	2,000
LONGEVITY	150	210	300	300	300
HEALTH & DENTAL	7,198	6,787	7,500	6,700	7,600
TMRS	5,427	5,829	5,700	5,500	5,800
FICA	3,136	3,333	3,300	3,200	3,350
WORKERS COMPENSATION	1,496	2,245	1,200	1,100	1,100
OTHER BENEFITS	233	166	200	200	200
ACCRUED VACATION	199	308	-	-	-
PENSION EXPENSE	-	26,478	-	-	-
OPEB EXPENSE	-	19,916	-	-	-
PERSONNEL	\$ 59,248	\$ 109,498	\$ 61,600	\$ 59,000	\$ 62,450
FUEL	\$ 3,296	\$ 2,123	\$ 8,000	\$ 4,000	\$ 7,000
VEHICLE MAINTENANCE	7,812	5,842	10,000	10,000	12,000
DISPOSAL FEE	10,152	10,820	15,000	15,000	15,000
OTHER CONTRACTED SERVICES	53,444	54,767	65,000	65,000	72,000
TRANSFER TO VEHICLE REPLACEMENT FUND	40,000	40,000	40,000	40,000	40,000
OPERATING	\$ 114,703	\$ 113,553	\$ 138,000	\$ 134,000	\$ 146,000
CURBSIDE GREEN WASTE RECYCLING					
DIVISION TOTAL	\$ 173,952	\$ 223,050	\$ 199,600	\$ 193,000	\$ 208,450

INTERNAL SERVICE FUNDS

- Vehicle Replacement Fund
- Technology Management Fund
- Asset Replacement Fund
- Employee Benefits Fund
- Human Resources Service Fund

**VEHICLE REPLACEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
SALE OF CITY PROPERTY	\$ 15,850	\$ 22,703	\$ -	\$ -	\$ -
EARNINGS ON INVESTMENTS	66,044	23,597	17,200	3,000	5,000
INSURANCE REFUNDS	36,693	-	-	-	-
TRANSFER FROM GENERAL FUND	343,300	365,355	343,000	343,000	350,000
TRANSFER FROM WATER & SEWER	90,000	92,000	93,000	93,000	102,000
TRANSFER FROM SOLID WASTE FUND	215,000	215,000	215,000	215,000	225,000
TOTAL REVENUES	\$ 766,886	\$ 718,655	\$ 668,200	\$ 654,000	\$ 682,000
EXPENDITURES					
AUTOMOBILES	\$ 121,944	\$ 160,025	\$ 106,000	\$ 106,000	\$ 30,000
LIGHT TRUCKS	27,645	57,891	47,000	47,000	144,000
TRUCKS	360,840	762,747	-	-	484,000
TOTAL EXPENDITURES	\$ 510,429	\$ 980,663	\$ 153,000	\$ 153,000	\$ 658,000
NET REVENUES (EXPENDITURES)	\$ 256,457	\$ (262,008)	\$ 515,200	\$ 501,000	\$ 24,000
BEGINNING FUND BALANCE*	\$ 709,618	\$ 966,075	\$ 690,676	\$ 704,067	\$ 1,205,067
ENDING FUND BALANCE	\$ 966,075	\$ 704,067	\$ 1,205,876	\$ 1,205,067	\$ 1,229,067

* The beginning fund balances reflect an adjustment to include capitalized purchases, which were not included in prior years.

VEHICLE REPLACEMENT FUND
2022 Replacement Schedule

VEHICLE	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
2007 E-350 Starcraft Bus	Parks	2022	80,000
2010 Ford Escape	Public Works	2022	30,000
2010 Mercedes Sprinter Van	Public Works	2022	45,000
2007 Ford F-450 w/ Service Body	Public Works	2022	56,000
2008 Ford F-250 Extended Cab	Public Works	2022	43,000
2000 GMC 5500 Jet Truck	Public Works	2022	135,000
2014 International Schwarze A7 Tornado	Public Works	2022	260,000
2006 Stanley Hydro Pack	Public Works	2022	9,000
2022 Vehicle & Equipment Replacement Cost			\$ 658,000

City of West University Place, Texas
VEHICLE REPLACEMENT SCHEDULE 2023 - 2027

UNIT #	VEHICLE DESCRIPTION	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
1	2013 Ford Escape	Public Works	2023	35,000
134	2018 Ford Interceptor Patrol - SUV	Police	2023	55,000
135	2018 Ford Interceptor Patrol - SUV	Police	2023	55,000
213	2003 Trailer	Fire	2023	15,000
104	2013 Chevy Caprice	Police	2023	47,000
702	2002 Ford F450 w/ Teletop Service Body	Public Works	2023	75,000
703	2002 Ford F450 w/ Teletop Service Body	Public Works	2023	75,000
704	2002 Ford F450 w/ Teletop Service Body	Public Works	2023	75,000
601	2008 F-250 Extended Cab w/ Dump Body	Public Works	2023	64,000
658	2016 Trailer Mounted Pressure Washer	Public Works	2023	10,000
670	2013 Volvo VHD w/Heil 2500 Durapack 25 yd body	Public Works	2023	327,000
707	2006 F-250 Reg. Cab (Diesel)	Public Works	2023	43,000
819	2008 Kubota Excavator - Model U45 (large kubota)	Public Works	2023	70,000
821	2008 Air Compressor - Ingersol Rand XP185WIR	Public Works	2023	22,000
822	2008 20' Utility/Equip. Trailer	Public Works	2023	14,000
827	2008 Enclosed Cargo Trailer - 20' Traffic Response	Public Works	2023	12,000
2023 Vehicle & Equipment Replacement Cost				994,000
101	2009 F-150 Unmarked Truck	Police	2024	50,000
102	2012 Toyota Sienna Mini-Van	Police	2024	41,000
136	2019 Ford Interceptor Patrol - SUV	Police	2024	55,000
137	2019 Ford Interceptor Patrol - SUV	Police	2024	55,000
218	2012 Surburban 4x2 - Command Vehicle	Fire	2024	74,000
550	2012 F-450 Dump Truck	Public Works	2024	91,000
645	2009 F-750 XLT w/Davis 5/6 Yd Dump Body	Public Works	2024	117,000
671	2014 Volvo VHD w/Heil 2500 Durapack 25 yd body	Public Works	2024	328,000
705	2009 F-350 XL Crewcab with Service Body	Public Works	2024	68,000
735	2009 F-750 XLT Dump Truck	Public Works	2024	115,000
745	2009 Case Backhoe	Public Works	2024	111,000
900	2006 Ford F-250 Diesel Ext. Cab PU 4x2 / Mateco Utility Bed	Public Works	2024	51,000
913	2002 Freightliner FL70 w/ Altec 42' Bucket	Public Works	2024	115,000
2024 Vehicle & Equipment Replacement Cost				1,271,000

City of West University Place, Texas
VEHICLE REPLACEMENT SCHEDULE 2023 - 2027

UNIT #	VEHICLE DESCRIPTION	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
140	2020 Ford Interceptor Patrol - SUV	Police	2025	62,000
141	2020 Ford Interceptor Patrol - SUV	Police	2025	62,000
411	2010 F-250 XL Ext. Cab with Tommy Lift	Parks	2025	51,000
412	2010 Ford F-250 Ext. Cab w/ Service Body	Parks	2025	56,000
548	2000 Ameritrail w/ Miller WEL w/ Doors	Public Works	2025	12,000
642	2010 JD 410J Backhoe	Public Works	2025	161,000
672	2015 Volvo HDR w/ Heil 2500 Durapack 25 yd body	Public Works	2025	334,000
903	2013 Ford Explorer - 4x2	Public Works	2025	45,000
2025 Vehicle & Equipment Replacement Cost				783,000
142	2021 Ford Interceptor Patrol - SUV	Police	2026	67,000
143	2021 Ford Interceptor Patrol - SUV	Police	2026	67,000
401	2016 Ford Escape	Parks	2026	31,000
653	2006 Ameritrail 8x16 Trailer (long trailer)	Public Works	2026	5,000
779	2011 Godwin Dri Prime Pump	Public Works	2026	60,000
823	2011 Kubota Trackhow Kv41-VR1T4 (small kubota)	Public Works	2026	42,000
2026 Vehicle & Equipment Replacement Cost				272,000
818	2007 TCM Forklift - Model FD25 T7	Public Works	2027	35,000
826	2007 6' x 10' Utility Trailer	Public Works	2027	5,000
2027 Vehicle & Equipment Replacement Cost				40,000

** The replacement schedule is shown for informational purposes only. Depending on various factors, vehicles may get replaced before or after stated years shown.*

**TECHNOLOGY MANAGEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
TRANSFER FROM GENERAL FUND	\$ 1,435,500	\$ 1,496,400	\$ 1,541,200	\$ 1,761,200	\$ 1,734,100
TRANSFER FROM WATER & SEWER FUND	137,800	140,000	139,000	139,000	145,000
TRANSFER FROM SOLID WASTE FUND	43,800	44,100	45,800	45,800	48,700
FEMA REIMBURSEMENT	(1,606)	-	-	-	-
MISCELLANEOUS	650	-	-	-	-
EARNINGS ON INVESTMENTS	10,494	3,403	2,500	500	1,000
TOTAL REVENUES	\$ 1,626,638	\$ 1,683,903	\$ 1,728,500	\$ 1,946,500	\$ 1,928,800
EXPENDITURES					
REGULAR WAGES	\$ 432,974	\$ 275,759	\$ 421,700	\$ 380,000	\$ 401,800
PART-TIME WAGES	-	47,888	-	-	-
ON CALL	2,730	3,327	2,800	2,500	2,800
OVERTIME	8,281	16,793	8,500	6,800	8,500
LONGEVITY	1,769	1,203	1,300	1,200	1,500
HEALTH & DENTAL	55,818	40,476	61,800	33,200	37,600
TMRS	59,335	39,739	57,900	52,500	55,700
FICA	30,558	25,628	31,800	29,500	31,700
WORKERS COMPENSATION	1,284	1,718	1,000	1,000	700
ALLOWANCES	9,080	6,596	8,500	9,200	9,400
OTHER BENEFITS	1,559	1,153	1,900	1,800	1,800
HSA CONTRIBUTION	625	4,050	5,500	2,700	5,500
ACCRUED VACATION	(61,116)	(3,481)	-	-	-
PENSION EXPENSE	59,739	(77,343)	-	-	-
OPEB EXPENSE	13,835	(71,242)	-	-	-
PERSONNEL	\$ 616,471	\$ 312,263	\$ 602,700	\$ 520,400	\$ 557,000
OFFICE SUPPLIES	\$ -	\$ 729	\$ 1,000	\$ 800	\$ 1,000
OPERATING SUPPLIES	-	20,551	10,500	10,500	10,500
EQUIPMENT MAINTENANCE	34,936	15,826	10,000	10,000	10,000
HARDWARE & SOFTWARE					
MAINTENANCE CONTRACTS	594,072	532,422	640,000	615,000	704,200
TELE-COMMUNICATIONS & DATA & RADIO	204,202	212,180	220,000	255,000	280,500
SOFTWARE LICENSES	708	-	-	-	-
CONSULTANTS	2,683	28,990	15,000	15,000	15,000
PROFESSIONAL DUES	-	-	1,200	300	2,800
PROFESSIONAL DEVELOPMENT	11,352	892	11,800	4,500	9,400
OTHER CONTRACTED SERVICES	-	146,064	95,000	90,000	90,000
TECHNOLOGY PROJECTS	1,265	-	-	-	-
HIGH TECHNOLOGY REPLACEMENTS	57,693	74,340	100,000	320,000	150,000
TRANSFER TO ASSET REPLACEMENT FUND	-	20,000	20,700	20,700	108,100
OPERATIONS	\$ 906,911	\$ 1,051,995	\$ 1,125,200	\$ 1,341,800	\$ 1,381,500
TOTAL EXPENDITURES	\$ 1,523,382	\$ 1,364,258	\$ 1,727,900	\$ 1,862,200	\$ 1,938,500
NET REVENUES (EXPENDITURES)	\$ 103,256	\$ 319,645	\$ 600	\$ 84,300	\$ (9,700)
BEGINNING FUND BALANCE	\$ 118,675	\$ 221,931	\$ 283,055	\$ 541,576	\$ 625,876
ENDING FUND BALANCE	\$ 221,931	\$ 541,576	\$ 283,655	\$ 625,876	\$ 616,176

**TECHNOLOGY MANAGEMENT FUND
ADMINISTRATION DEPARTMENT**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
--	----------------	----------------	----------------	-------------------	----------------

Technology Management

Personnel	\$ 616,471	\$ 312,263	\$ 602,700	\$ 520,400	\$ 557,000
Operating	906,911	1,051,995	1,125,200	1,341,800	1,381,500
Total Department	\$ 1,523,382	\$ 1,364,258	\$ 1,727,900	\$ 1,862,200	\$ 1,938,500

Technology Management Fund

POSITION	GRADE	2021	2022	SALARY RANGE	
		BUDGET	BUDGET	MINIMUM	MAXIMUM
<i>Technology Management</i>					
IT Director	12	1	1	\$ 115,000	\$ 178,250
IT Operations Manager	10	1	1	\$ 91,000	\$ 131,950
IT Analyst	8	1	0	\$ 65,219	\$ 94,568
Network Administrator	8	0	1	\$ 65,219	\$ 94,568
IT Technician	6	1	1	\$ 53,900	\$ 78,155
Total Technology Management Fund		4	4		

**ASSET REPLACEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
SALE OF CITY PROPERTY	\$ 1,875	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS	4,907	2,270	10,000	-	10,000
TRANSFER FROM GENERAL FUND	575,400	576,100	539,300	539,300	443,300
TRANSFER FROM WATER & SEWER FUND	-	86,900	92,900	92,900	170,000
EARNINGS ON INVESTMENTS	55,530	19,258	14,100	3,000	5,000
TRANSFER FROM TECHNOLOGY MANAGEMENT FUND	-	20,000	20,700	20,700	108,100
TOTAL REVENUES	\$ 637,712	\$ 704,528	\$ 677,000	\$ 655,900	\$ 736,400
EXPENDITURES					
OTHER EQUIPMENT	\$ 7,840	\$ 18,345	\$ 186,600	\$ 186,600	\$ 113,800
CAPITAL PURCHASES RECLASSIFIED AS ASSET	196,382	148,378	-	-	-
TRANSFER TO TRANSPORTATION IMPROVEMENT FUND	-	-	-	-	345,000
TOTAL EXPENDITURES	\$ 204,223	\$ 166,723	\$ 186,600	\$ 186,600	\$ 458,800
NET REVENUES (EXPENDITURES)	\$ 433,490	\$ 537,805	\$ 490,400	\$ 469,300	\$ 277,600
BEGINNING FUND BALANCE	\$ 2,130,130	\$ 2,563,620	\$ 3,277,102	\$ 3,101,425	\$ 3,570,725
ENDING FUND BALANCE	\$ 2,563,620	\$ 3,101,425	\$ 3,767,502	\$ 3,570,725	\$ 3,848,325

Note: Prior to 2020, the Asset Replacement Fund was called the Equipment Replacement Fund.

ASSET REPLACEMENT FUND
2022 Replacement Schedule

DESCRIPTION	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
LifePack 15 cardiac monitor - Medic 1	Fire	2022	45,700
Non-Potable Water Booster Pump 1 (Wastewater Treatment Plant)	PW Operations	2022	11,400
Lift Station #6 Fixed Equipment (Pump 1)	PW Operations	2022	11,700
Lift Station #6 Fixed Equipment (Pump 2)	PW Operations	2022	11,700
Judson Park Lighting	PARD- Park Maintenance	2022	33,300
2022 Replacement Cost			\$ 113,800

**ASSET REPLACEMENT SCHEDULE
FIVE YEAR REPLACEMENT SCHEDULE
2023 - 2027**

DESCRIPTION	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
PWPACK	Facilities	2023	7,800
IceFD	Facilities	2023	8,200
Air Handler #1 - CH	Facilities	2023	25,300
Air Handler #2 - CH	Facilities	2023	29,700
Air Handler #3 - CH	Facilities	2023	28,700
Air Handler #4 - CH	Facilities	2023	28,900
Lift Station #9 Fixed Equipment	PW Operations	2023	15,300
Refrigerated Automatic Water Sampler	PW Operations	2023	9,100
Submersible Pumps	General Services	2023	11,100
Precor 835 EFX - Elliptical (moving arms) (2)	PARD- Recreation Center	2023	17,400
Precor 833 TRM Treadmill (2-1)	PARD- Recreation Center	2023	18,800
RayPak Pool Heater	PARD- Recreation Center	2023	24,800
UV System-6030	PARD- Recreation Center	2023	39,700
Precor 833 EFX - Elliptical (fixed arms)	PARD- Recreation Center	2023	7,100
Precor 835 AMT (2)	PARD- Recreation Center	2023	19,100
Precor 833 TRM Treadmill (2)	PARD- Recreation Center	2023	19,500
Wier Tennis Court Resurfacing	PARD- Park Maintenance	2023	8,600
Wier Irrigation	PARD- Park Maintenance	2023	39,900
Lily Pad Entry Pads	PARD- Colonial Park Pool	2023	24,800
UPS	Technology	2023	130,000
2023 Replacement Cost			\$ 513,800
Pool Deck Heaters	Facilities	2024	42,100
Non-Potable Water Booster Pump 2	PW Operations	2024	11,400
Precor 835 Recumbent Bike (1)	PARD- Recreation Center	2024	6,300
Feature Pads (2)-1	PARD- Colonial Park Pool	2024	4,900
Feature Pads (2)-2	PARD- Colonial Park Pool	2024	4,900
Fabric for all structures	PARD- Colonial Park Pool	2024	22,500
2024 Replacement Cost			\$ 92,100

**ASSET REPLACEMENT SCHEDULE
FIVE YEAR REPLACEMENT SCHEDULE
2023 - 2027**

DESCRIPTION	DEPARTMENT ASSIGNED	SCHEDULED REPLACEMENT YEAR	ESTIMATED REPLACEMENT COST
Bunker Gear Replacement	Fire	2025	85,700
Water Pump #1 - CH	Facilities	2025	8,100
Water Pump #2 - CH	Facilities	2025	8,100
Progressive Cavity Pump	PW Operations	2025	24,900
Lift Station #9 Fixed Equipment	PW Operations	2025	15,300
Large Grinder	General Services	2025	10,100
Striper/Driver System	General Services	2025	21,700
Precor 835 Recumbent Bike (2)	PARD- Recreation Center	2025	5,400
Tables - Recreation Center	PARD- Recreation Center	2025	8,200
Precor 833 TRM Treadmill (2-2)	PARD- Recreation Center	2025	18,600
Furniture Replacement	PARD- Recreation Center	2025	58,100
Defender (SP-41-48-1038)	PARD- Recreation Center	2025	132,400
Town Center Irrigation	PARD- Park Maintenance	2025	23,000
CB Irrigation	PARD- Park Maintenance	2025	35,000
1M Dirafirm Diving Stand	PARD- Colonial Park Pool	2025	14,500
4020 Marina Chaise Lounge (70)	PARD- Colonial Park Pool	2025	17,700
Defender (SP-55-48-2076)	PARD- Colonial Park Pool	2025	191,600
2025 Replacement Cost			\$ 678,400
LifePack 12 cardiac monitor - Engine 1	Fire	2026	51,100
Non-Potable Water Filter Feed Pump	PW Operations	2026	16,800
Non-Potable Water Filter Feed Pump	PW Operations	2026	16,800
Chairs-replacement (200)\$6860 purchased in 2011	PARD- Senior Services	2026	10,700
Hallway Furniture Replacement \$7321 purchased 2011	PARD- Senior Services	2026	11,400
2026 Replacement Cost			\$ 106,800
Boiler - Fire Department	Facilities	2027	11,200
Refrigerated Automatic Water Sampler	PW Operations	2027	9,700
Belt Press Polymer Mixer	PW Operations	2027	42,100
VeederRoot	General Services	2027	15,200
Fuel Master AIM II	General Services	2027	59,800
2027 Replacement Cost			\$ 138,000

EMPLOYEE BENEFITS FUND					
STATEMENT OF REVENUES AND EXPENDITURES					
	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
CHARGES TO OPERATING FUNDS:					
ER - HEALTH	\$ 1,211,569	\$ 1,175,995	\$ 1,456,100	\$ 1,186,000	\$ 1,393,100
ER - DENTAL	60,202	56,874	70,200	61,300	65,800
ER - LIFE	28,474	25,875	34,000	27,000	31,050
ER - DISABILITY	30,230	25,848	36,400	36,500	37,500
ER - WORKER'S COMPENSATION	118,153	182,686	106,500	102,000	110,800
ER - RETIREES	189,975	101,025	103,800	101,000	104,800
ER - OTHER BENEFITS	352,217	-	-	-	-
EMPLOYEE CONTRIBUTIONS:					
EE - HEALTH	292,350	289,322	380,700	310,000	344,600
EE - DENTAL	14,631	13,871	17,500	15,000	15,000
EE - VISION	13,159	11,284	11,600	11,500	11,300
COBRA CONTRIBUTIONS	43,722	46,182	54,200	58,600	69,200
EARNINGS ON INVESTMENTS	30,895	7,693	5,600	1,000	2,000
TRANSFER FROM GENERAL FUND	-	33,700	35,000	35,000	35,000
TOTAL REVENUES	\$ 2,385,578	\$ 1,970,354	\$ 2,311,600	\$ 1,944,900	\$ 2,220,150
EXPENDITURES					
MEDICAL PREMIUMS - ACTIVE	\$ 1,535,280	\$ 1,439,588	\$ 1,836,800	\$ 1,496,000	\$ 1,738,100
MEDICAL PREMIUMS - RETIRED	139,163	112,432	121,500	102,000	116,500
MEDICAL PREMIUMS - COBRA	46,034	31,474	31,600	41,000	53,300
DENTAL PREMIUMS - ACTIVE	79,550	77,763	91,900	92,500	84,600
VISION PREMIUMS - ACTIVE	14,033	12,145	11,600	12,200	11,800
WORKER'S COMPENSATION	90,112	95,112	106,600	102,000	107,000
LIFE & AD&D, DISABILITY	60,347	64,297	52,500	60,000	68,550
UNEMPLOYMENT CLAIMS	7,639	-	-	-	-
OTHER ADMINSTRATIVE COST	16,616	11,370	12,000	11,000	12,500
WELLNESS PROGRAM	7,401	4,041	15,000	8,000	10,000
RECRUITING & HIRING	14,964	-	-	-	-
EVENTS	13,296	1,691	-	-	-
AWARDS	12,372	-	-	-	-
TUITION	18,247	-	-	-	-
SOFTWARE LICENSES	11,375	-	-	-	-
CONSULTANTS	81,108	33,810	37,500	38,500	40,000
TRANSFER TO GENERAL FUND	142,500	-	-	-	-
TRANSFER TO HUMAN RESOURCE SVCS	-	-	-	427,366	-
TOTAL EXPENDITURES	\$ 2,290,039	\$ 1,883,722	\$ 2,317,000	\$ 2,390,566	\$ 2,242,350
NET REVENUES (EXPENDITURES)	\$ 95,539	\$ 86,632	\$ (5,400)	\$ (445,666)	\$ (22,200)
BEGINNING FUND BALANCE	\$ 1,535,930	\$ 1,631,469	\$ 1,262,603	\$ 1,718,102	\$ 1,272,436
ENDING FUND BALANCE	\$ 1,631,469	\$ 1,718,102	\$ 1,257,203	\$ 1,272,436	\$ 1,250,236

**HUMAN RESOURCES SERVICES FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
EARNINGS ON INVESTMENTS	\$ -	\$ 2,540	\$ 1,900	\$ 50	\$ 100
TRANSFER FROM GENERAL FUND	-	249,900	252,000	252,000	250,000
TRANSFER FROM EMPLOYEE BENEFIT	-	-	-	427,366	-
TOTAL REVENUES	\$ -	\$ 252,440	\$ 253,900	\$ 679,416	\$ 250,100
EXPENDITURES					
EMPLOYEE RELATIONS	\$ -	\$ -	\$ -	\$ -	\$ 24,100
UNEMPLOYMENT CLAIMS	-	13,049	15,000	5,000	10,000
OTHER ADMINSTRATIVE COST	-	10,469	8,000	13,000	13,000
RECRUITING & HIRING	-	20,663	23,000	21,000	23,000
EVENTS	-	14,166	15,000	14,000	14,000
AWARDS	-	6,978	7,700	7,000	7,500
TUITION	-	25,090	50,000	25,000	37,500
TRANSFER TO GENERAL FUND	-	80,691	135,200	168,000	177,400
TRANSFER TO WATER & SEWER FUND	-	-	-	43,200	-
TOTAL EXPENDITURES	\$ -	\$ 171,106	\$ 253,900	\$ 296,200	\$ 306,500
NET REVENUES (EXPENDITURES)	\$ -	\$ 81,334	\$ -	\$ 383,216	\$ (56,400)
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 508,466	\$ 81,334	\$ 464,550
ENDING FUND BALANCE	\$ -	\$ 81,334	\$ 508,466	\$ 464,550	\$ 408,150

SPECIAL REVENUE FUNDS

- Parks Donation Fund
- Friends of West University Parks Fund
- Truancy Prevention Fund
- Municipal Court Fund
- Court Technology Fund
- Tree Replacement Fund
- Court Security Fund
- METRO Fund
- Police State Forfeited Property Fund
- Police Training Fund
- Fire Training Fund
- Good Neighbor Fund

PARKS DONATION FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
FRIENDS OF WEST U PARKS	\$ 11,758	\$ 7,130	\$ -	\$ 5,000	\$ 5,000
EARNINGS ON INVESTMENTS	2,282	469	300	50	100
DONATIONS	48,130	-	40,500	30,000	30,000
TOTAL REVENUES	\$ 62,170	\$ 7,599	\$ 40,800	\$ 35,050	\$ 35,100
EXPENDITURES					
OPERATING SUPPLIES	\$ 72,475	\$ 25,112	\$ 30,000	\$ 24,000	\$ 17,000
FURNITURE & EQUIP <\$5000	-	9,775	-	-	-
OTHER EQUIPMENT	-	-	-	-	23,000
TOTAL EXPENDITURES	\$ 72,475	\$ 34,887	\$ 30,000	\$ 24,000	\$ 40,000
NET REVENUES (EXPENDITURES)	\$ (10,305)	\$ (27,288)	\$ 10,800	\$ 11,050	\$ (4,900)
BEGINNING BALANCE	\$ 109,254	\$ 98,949	\$ 58,849	\$ 71,662	\$ 82,712
ENDING BALANCE	\$ 98,949	\$ 71,662	\$ 69,649	\$ 82,712	\$ 77,812

**FRIENDS OF WEST UNIVERSITY PARKS FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
FRIENDS OF WEST U PARKS	\$ 231,925	\$ 200,762	\$ 250,000	\$ 594,000	\$ 187,500
EARNINGS ON INVESTMENTS	5	-	-	200	-
TOTAL REVENUES	\$ 231,930	\$ 200,762	\$ 250,000	\$ 594,200	\$ 187,500
EXPENDITURES					
CONSTRUCTION COSTS	\$ 240,211	\$ 579,730	\$ 250,000	\$ 200,000	\$ 187,500
TOTAL EXPENDITURES	\$ 240,211	\$ 579,730	\$ 250,000	\$ 200,000	\$ 187,500
NET REVENUES (EXPENDITURES)	\$ (8,281)	\$ (378,968)	\$ -	\$ 394,200	\$ -
BEGINNING BALANCE	\$ 617	\$ (7,664)	\$ 617	\$ (386,632)	\$ 7,568
ENDING BALANCE	\$ (7,664)	\$ (386,632)	\$ 617	\$ 7,568	\$ 7,568

TRUANCY PREVENTION FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
LOCAL TRUANCY PREVENTION AND EARNINGS ON INVESTMENTS	\$ -	\$ 2,389	\$ -	\$ 2,800	\$ 3,100
	-	-	-	5	-
TOTAL REVENUES	\$ -	\$ 2,389	\$ -	\$ 2,805	\$ 3,100
EXPENDITURES					
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ -	\$ 2,389	\$ -	\$ 2,805	\$ 3,100
BEGINNING BALANCE	\$ -	\$ -	\$ -	\$ 2,389	\$ 5,194
ENDING BALANCE	\$ -	\$ 2,389	\$ -	\$ 5,194	\$ 8,294

MUNICIPAL COURT FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
MUNICIPAL JURY FUND	\$ -	\$ 48	\$ -	\$ 75	\$ 100
TOTAL REVENUES	\$ -	\$ 48	\$ -	\$ 75	\$ 100
EXPENDITURES					
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ -	\$ 48	\$ -	\$ 75	\$ 100
BEGINNING BALANCE	\$ -	\$ -	\$ -	\$ 48	\$ 123
ENDING BALANCE	\$ -	\$ 48	\$ -	\$ 123	\$ 223

COURT TECHNOLOGY FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
MUNICIPAL COURT FINES	\$ 9,995	\$ 3,639	\$ 5,000	\$ 3,500	\$ 5,000
EARNINGS ON INVESTMENTS	416	-	-	10	-
TOTAL REVENUES	\$ 10,411	\$ 3,639	\$ 5,000	\$ 3,510	\$ 5,000
EXPENDITURES					
OTHER CONTRACTED SERVICES	\$ -	\$ 2,500	\$ -	\$ -	\$ -
FURNITURE & EQUIP <\$5000	-	3,930	2,000	2,000	4,500
TOTAL EXPENDITURES	\$ -	\$ 6,430	\$ 2,000	\$ 2,000	\$ 4,500
NET REVENUES (EXPENDITURES)	\$ 10,411	\$ (2,791)	\$ 3,000	\$ 1,510	\$ 500
BEGINNING BALANCE	\$ 12,175	\$ 22,586	\$ 21,087	\$ 19,795	\$ 21,305
ENDING BALANCE	\$ 22,586	\$ 19,795	\$ 24,087	\$ 21,305	\$ 21,805

TREE REPLACEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
OTHER FEES AND PERMITS	\$ 23,713	\$ 44,750	\$ 30,000	\$ 50,000	\$ 50,000
EARNINGS ON INVESTMENTS	6,262	2,342	1,700	300	500
TOTAL REVENUES	\$ 29,974	\$ 47,092	\$ 31,700	\$ 50,300	\$ 50,500
EXPENDITURES					
TREE REPLACEMENT OPERATING EXPENDITURES	\$ 50,360	\$ 7,830	\$ 50,000	\$ 10,000	\$ 50,000
TOTAL EXPENDITURES	\$ 50,360	\$ 7,830	\$ 50,000	\$ 10,000	\$ 50,000
NET REVENUES (EXPENDITURES)	\$ (20,386)	\$ 39,263	\$ (18,300)	\$ 40,300	\$ 500
BEGINNING BALANCE	\$ 280,344	\$ 259,958	\$ 303,458	\$ 299,221	\$ 339,521
ENDING BALANCE	\$ 259,958	\$ 299,221	\$ 285,158	\$ 339,521	\$ 340,021

COURT SECURITY FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
MUNICIPAL COURT FINES	\$ 7,497	\$ 3,646	\$ 4,000	\$ 3,350	\$ 4,000
EARNINGS ON INVESTMENTS	1,094	345	300	50	100
TOTAL REVENUES	\$ 8,591	\$ 3,991	\$ 4,300	\$ 3,400	\$ 4,100
EXPENDITURES					
REGULAR WAGES	\$ 6,750	\$ 5,620	\$ 10,500	\$ 2,500	\$ 5,000
PROFESSIONAL DEVELOPMENT	-	-	3,000	1,000	3,000
FURNITURE & EQUIP <\$5000	-	168	1,500	500	1,500
TOTAL EXPENDITURES	\$ 6,750	\$ 5,788	\$ 15,000	\$ 4,000	\$ 9,500
NET REVENUES (EXPENDITURES)	\$ 1,841	\$ (1,796)	\$ (10,700)	\$ (600)	\$ (5,400)
BEGINNING BALANCE	\$ 44,779	\$ 46,620	\$ 44,520	\$ 44,823	\$ 44,223
ENDING BALANCE	\$ 46,620	\$ 44,823	\$ 33,820	\$ 44,223	\$ 38,823

METRO FUND**STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
METRO	\$ 650,382	\$ 679,118	\$ 610,000	\$ 675,000	\$ 675,000
EARNINGS ON INVESTMENTS	213	99	100	100	100
TOTAL REVENUES	\$ 650,595	\$ 679,217	\$ 610,100	\$ 675,100	\$ 675,100
EXPENDITURES					
TRANSFER TO TRANSPORTATION IMPROVEMENT FUND	\$ 600,000	\$ 550,000	\$ 575,000	\$ 575,000	\$ 925,000
TOTAL EXPENDITURES	\$ 600,000	\$ 550,000	\$ 575,000	\$ 575,000	\$ 925,000
NET REVENUES (EXPENDITURES)	\$ 50,595	\$ 129,217	\$ 35,100	\$ 100,100	\$ (249,900)
BEGINNING BALANCE	\$ 121,151	\$ 171,746	\$ 213,846	\$ 300,963	\$ 401,063
ENDING BALANCE	\$ 171,746	\$ 300,963	\$ 248,946	\$ 401,063	\$ 151,163

**POLICE STATE FORFEITED PROPERTY FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
EARNINGS ON INVESTMENTS	\$ 658	\$ 247	\$ 200	\$ 50	\$ 100
TOTAL REVENUES	\$ 658	\$ 4,282	\$ 200	\$ 15,550	\$ 100
EXPENDITURES					
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ 658	\$ 4,282	\$ 200	\$ 15,550	\$ 100
BEGINNING BALANCE	\$ 27,382	\$ 28,040	\$ 28,340	\$ 32,322	\$ 47,872
ENDING BALANCE	\$ 28,040	\$ 32,322	\$ 28,540	\$ 47,872	\$ 47,972

POLICE TRAINING FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
STATE GRANT	\$ 2,797	\$ 2,573	\$ 2,500	\$ 2,500	\$ 2,500
EARNINGS ON INVESTMENTS	608	247	200	30	50
TOTAL REVENUES	\$ 3,405	\$ 2,820	\$ 2,700	\$ 2,530	\$ 2,550
EXPENDITURES					
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ 3,405	\$ 2,820	\$ 2,700	\$ 2,530	\$ 2,550
BEGINNING BALANCE	\$ 22,979	\$ 26,384	\$ 29,684	\$ 29,204	\$ 31,734
ENDING BALANCE	\$ 26,384	\$ 29,204	\$ 32,384	\$ 31,734	\$ 34,284

FIRE TRAINING FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
FEDERAL GRANT	\$ 21,100	\$ -	\$ -	\$ -	\$ -
SETRAC	4,172	-	-	-	-
EARNINGS ON INVESTMENTS	236	-	-	10	-
DONATIONS	(1,090)	158	-	30	-
TRANSFER FROM GENERAL FUND	1,109	-	-	-	-
TOTAL REVENUES	\$ 25,527	\$ 158	\$ -	\$ 40	\$ -
EXPENDITURES					
OPERATING SUPPLIES	\$ 11,468	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL DEVELOPMENT	925	2,220	-	-	-
OTHER EQUIPMENT	3,503	-	-	-	-
TOTAL EXPENDITURES	\$ 15,896	\$ 2,220	\$ -	\$ -	\$ -
NET REVENUES (EXPENDITURES)	\$ 9,631	\$ (2,062)	\$ -	\$ 40	\$ -
BEGINNING BALANCE	\$ 8,718	\$ 18,349	\$ 17,399	\$ 16,287	\$ 16,327
ENDING BALANCE	\$ 18,349	\$ 16,287	\$ 17,399	\$ 16,327	\$ 16,327

GOOD NEIGHBOR FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
EARNINGS ON INVESTMENTS	\$ 97	\$ -	\$ -	\$ 5	\$ -
TOTAL REVENUES	\$ 97	\$ -	\$ -	\$ 5	\$ -
EXPENDITURES					
COMMUNITY RELATIONS	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500
TOTAL EXPENDITURES	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500
NET REVENUES (EXPENDITURES)	\$ 97	\$ -	\$ (2,500)	\$ 5	\$ (2,500)
BEGINNING BALANCE	\$ 4,050	\$ 4,147	\$ 4,147	\$ 4,147	\$ 4,152
ENDING BALANCE	\$ 4,147	\$ 4,147	\$ 1,647	\$ 4,152	\$ 1,652

CAPITAL IMPROVEMENT FUNDS

- Capital Project Fund
- Capital Reserve Fund
- Transportation Improvement Fund
- 2019 Certificates of Obligation Fund
- Water & Sewer Capital Fund

**CAPITAL PROJECT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Carryover to 2022	Budget 2022
REVENUES						
FEMA REIMBURSEMENT	\$ 15,712	\$ -	\$ -	\$ -	\$ -	\$ -
EARNINGS ON INVESTMENTS	16,583	3,822	2,800	300	-	300
TRANSFER FROM GENERAL FUND	-	-	300,000	300,000	-	-
TRANSFER FROM CAPITAL RESERVE FUND	-	6,969	-	-	-	710,000
TRANSFER FROM 2019 CERT OF OBLIGATION FUND	45,542	-	-	-	-	-
TOTAL REVENUES	\$ 77,837	\$ 10,791	\$ 302,800	\$ 300,300	\$ -	\$ 710,300
EXPENDITURES						
PROJECT EXPENDITURES						
ANIMAL CONTROL SHELTER	\$ 33,310	\$ -	\$ -	\$ -	\$ -	\$ -
PW MAINTENANCE PARKING LOT/WASH BAY	268,191	-	-	-	-	-
CITY WIDE ENGINEERING TRAFFIC STUDY/IMPLEMENTATION	-	19,430	75,000	100,570	-	-
BRIDGE MANAGEMENT PROGRAM	-	65,550	-	-	-	-
STORM WATER MANAGEMENT PROGRAM	-	101,112	100,000	100,123	-	-
CITYWIDE FACILITIES CONDITION & SECURITY ASSESSMENT - IMPLEMENTATION	-	33,600	25,000	14,400	-	-
CITY HALL AUDIO/VIDEO UPGRADES	-	110,000	-	-	-	-
FACILITIES MASTER PLAN	-	-	75,000	25,000	50,000	-
EMERGENCY STORAGE ROOM	-	-	75,000	-	75,000	-
HVAC REPLACEMENT PROGRAM	-	-	250,000	250,000	-	-
FIRE APPARATUS BAY ROOF REPLACEMENT	-	-	-	-	-	150,000
ENTERPRISE RESOURCE PLANNING SOFTWARE REPLACEMENT	-	-	-	-	-	100,000
NETWORK FIREWALL SECURITY IMPROVEMENTS	-	-	-	-	-	60,000
NETWORK SWITCH INFRASTRUCTURE REPLACEMENT	-	-	-	-	-	190,000
EMERGENCY OPERATIONS CENTER IMPROVEMENTS	-	-	-	-	-	120,000
RADIO REPLACEMENTS	-	-	-	-	-	90,000
TOTAL EXPENDITURES	\$ 301,501	\$ 329,692	\$ 600,000	\$ 490,093	\$ 125,000	\$ 710,000
BEGINNING BALANCE	\$ 1,033,063	\$ 809,399	\$ 413,999	\$ 490,497		\$ 300,704
ENDING BALANCE	\$ 809,399	\$ 490,497	\$ 116,799	\$ 300,704		\$ 176,004

*Virtual Gate Expenditures Moved to 2019 Cert of Obligation Fund

CAPITAL RESERVE FUND
STATEMENT OF REVENUES AND EXPENDITURES

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Budget 2022
REVENUES					
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ 1,930,000	\$ 1,930,000
EARNINGS ON INVESTMENTS	-	-	-	2,000	3,000
TRANSFER FROM GENERAL FUND	-	-	-	7,000,000	-
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 8,932,000	\$ 1,933,000
EXPENDITURES					
TRANSFER TO CAPITAL PROJECTS FUND	\$ -	\$ 6,968	\$ -	\$ -	\$ 710,000
TOTAL EXPENDITURES	\$ -	\$ 6,968	\$ -	\$ -	\$ 710,000
BEGINNING BALANCE	\$ 6,968	\$ 6,968	\$ -	\$ -	\$ 8,932,000
ENDING BALANCE	\$ 6,968	\$ -	\$ -	\$ 8,932,000	\$ 10,155,000

**TRANSPORTATION IMPROVEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Carryover to 2022	Budget 2022
REVENUES						
EARNINGS ON INVESTMENTS	\$ 44,206	\$ 16,471	\$ 62,000	\$ 8,000	\$ -	\$ 10,000
FEDERAL GRANT *	470,323	634,237	13,398,119	5,380,000	-	-
TRANSFER FROM ASSET REPLACEMENT FUND	-	-	-	-	-	345,000
TRANSFER FROM METRO GRANT FUND	600,000	550,000	575,000	575,000	-	925,000
CERTIFICATES OF OBLIGATION PROCEEDS	-	24,070,000	-	-	-	-
PREMIUM ON BONDS	-	3,871,053	-	-	-	-
TOTAL REVENUES	\$ 1,114,529	\$ 29,141,762	\$ 14,035,119	\$ 5,963,000	\$ -	\$ 1,280,000
PROJECT EXPENDITURES						
CITY WIDE DRAINAGE STUDY	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -
KILMARNOCK RETAINING WALL	29,730	-	-	-	-	-
ROADWAY REPAIRS/OVERLAY/ REPLACEMENT	154,814	-	-	-	-	-
BUFFALO SPEEDWAY	1,447,894	1,059,209	30,039,106	18,723,348	3,061,799	-
CITY WIDE STREET & DRAINAGE IMPROVEMENTS EAST	-	-	-	500,000	1,500,000	-
DRAINAGE IMPROVEMENTS WEST PHASE I	-	-	-	400,000	4,200,000	-
ALT STORMWATER DETENTION OPTIONS FEASIBILITY STUDY	-	28,500	-	-	-	-
STREET MAINTENANCE (PONDING)	-	-	125,000	125,000	-	-
SIDEWALK REPLACEMENT	-	-	50,000	11,000	39,000	300,000
PAVEMENT CONDITION ASSESSMENT	-	-	75,000	55,000	20,000	-
WESLAYAN TRAFFIC SIGNAL REPLACEMENTS	-	-	-	-	-	475,000
EDLOE STREET PATHWAY	-	-	-	-	-	468,000
TOTAL EXPENDITURES	\$ 1,632,438	\$ 1,267,709	\$ 30,289,106	\$ 19,814,348	\$ 8,820,799	\$ 1,243,000
TRANSFERS TO OTHER FUNDS		1,038,591				
BEGINNING BALANCE	\$ 1,875,661	\$ 1,357,752	\$ 18,809,204	\$ 28,193,214		\$ 14,341,866
ENDING BALANCE	\$ 1,357,752	\$ 28,193,214	\$ 2,555,217	\$ 14,341,866		\$ 5,558,067

* Estimated 2021 amount is Community Block Development Grant funding for Buffalo Speedway that is currently pending.

**2019 CERTIFICATE OF OBLIGATION FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Carryover to 2022	Budget 2022
REVENUES						
EARNINGS ON INVESTMENTS	\$ 58,289	\$ 19,036	\$ 13,900	\$ 2,000	\$ -	\$ -
CERTIFICATES OF OBLIGATION PROCEEDS	4,040,000	-	-	-	-	-
PREMIUM ON BONDS	559,845	-	-	-	-	-
TOTAL REVENUES	\$ 4,658,134	\$ 19,036	\$ 13,900	\$ 2,000	\$ -	\$ -
PROJECT EXPENDITURES						
VIRTUAL GATE PHASE I*	\$ 425,837	\$ 1,606,761	\$ -	\$ 317,359	\$ -	\$ -
VIRTUAL GATE PHASE II	-	-	2,160,000	1,900,000	-	-
TOTAL EXPENDITURES	\$ 425,837	\$ 1,606,761	\$ 2,160,000	\$ 2,217,359	\$ -	\$ -
BEGINNING BALANCE	\$ -	\$ 4,232,297	\$ 2,386,276	\$ 2,644,572		\$ 429,213
ENDING BALANCE	\$ 4,232,297	\$ 2,644,572	\$ 240,176	\$ 429,213		\$ 429,213

* Includes Issuance Costs

**WATER AND SEWER CAPITAL PROJECTS
STATEMENT OF REVENUES AND EXPENDITURES**

	Actual 2019	Actual 2020	Budget 2021	Estimated 2021	Carryover to 2022	Budget 2022
REVENUES						
EARNINGS ON INVESTMENTS	\$ 51,142	\$ 10,701	\$ 7,800	\$ 2,000	\$ -	\$ 3,000
TRANSFER FROM WATER & SEWER FUND	900,000	900,000	2,700,000	2,700,000	-	900,000
CERTIFICATES OF OBLIGATION PROCEEDS	-	-	-	-	-	20,750,000
TOTAL REVENUES	\$ 951,142	\$ 910,701	\$ 2,707,800	\$ 2,702,000	\$ -	\$ 21,653,000
PROJECT EXPENDITURES						
BISSONNET WATER LINE REPLACEMENT	\$ -	\$ 639,400	\$ -	\$ -	\$ -	\$ -
WWTP TREE REMOVAL	2,999	-	-	-	-	-
WWTP FENCING	45,000	-	-	-	-	-
SEWER INFLOW & INFILTRATION	42,721	-	-	-	-	-
WWTP WEIR REPLACEMENT	1,781	-	500,000	499,320	-	-
DRINKING WATER DISINFECTION UPGRADES	50,995	241,722	-	-	-	-
WWTP EFFICIENCY STUDY	83,530	-	-	-	-	-
WWTP LIGHTING REPLACEMENT	71,170	-	-	-	-	-
LIFTSTATIONS 1-12 LINING PROJECT	141,930	192,786	-	-	-	-
WATER PUMPING & STORAGE STUDY	-	81,420	100,000	68,360	-	-
WATER LINE REPLACEMENT PROGRAM	-	-	250,000	50,000	-	1,150,000
WWTP CLARIFIER AUTOMATION	-	-	80,000	67,545	-	-
SCADA WATER SYSTEM REPLACEMENT	-	91,487	-	2,235	-	-
WASTEWATER REUSE	-	42,700	-	110,000	-	680,000
FLOW METER REPLACEMENT/ INSTALLATION	-	93,019	-	-	-	-
BOOSTER PUMP REPLACEMENT	-	-	300,000	-	300,000	-
WWTP GATE REPLACEMENT	-	-	300,000	-	-	-
WWTP FLOODWATER PROTECTION STUDY	-	22,973	-	-	-	-
WWTP INFLOW AND INFILTRATION STUDY	-	24,335	60,000	-	-	-
WAKEFOREST TANK PIPE REPAIRS	-	-	150,000	150,000	-	-
LAW ST. WATER LINE INSTALLATION	-	-	110,000	50,000	60,000	140,000
WWTP MASTER PLAN - DESIGN & PER	-	-	1,800,000	300,000	1,500,000	-
BELLAIRE ELEVATED STORAGE TANK REPLACEMENT	-	-	-	-	-	100,000
MILTON CAST IRON WATER LINE REPLACEMENT	-	-	-	-	200,000	1,420,000
MILTON & WAKEFOREST WATER PLANT VALVE REPLACEMENT	-	-	-	-	-	150,000
WAKEFOREST WATER PLANT GENERATOR	-	-	-	-	-	200,000
SANITARY SEWER MANHOLE LINING PROJECT	-	-	-	-	-	250,000
SANITARY SEWER IMPROVEMENTS	-	-	-	-	-	100,000
WASTEWATER TREATMENT PLANT IMPROVEMENTS	-	-	-	-	-	17,500,000
LIFT STATION SCADA REPLACEMENT	-	-	-	-	-	430,000
MOBILE GENERATOR	-	-	-	-	-	100,000
TOTAL EXPENDITURES	\$ 440,126	\$ 1,429,842	\$ 3,650,000	\$ 1,297,460	\$ 2,060,000	\$ 22,220,000
BEGINNING BALANCE	\$ 1,986,014	\$ 2,497,030	\$ 1,697,259	\$ 1,977,890		\$ 3,382,430
ENDING BALANCE	\$ 2,497,030	\$ 1,977,890	\$ 755,059	\$ 3,382,430		\$ 755,430

PERSONNEL

Full-Time Equivalent (FTE) Position Summary

DEPARTMENT	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
GENERAL FUND										
Administration	5	5	6	6	5	6	6	6	7	7
Finance	6	5	5	5	5	5	5	6	6	6
Police	35	35	35	35	38	38	38	38	38	39
Fire	23	23	23	23	23	23	23	23	23	23
Public Works	20	19	18	18	18	18	18	19	20	20
Parks & Recreation	11	11	12	12	12	12	12	12	12	12
TECHNOLOGY MANAGEMENT FUND										
Administration	3	3	4	4	4	4	4	4	4	4
WATER & SEWER FUND										
Finance – Utilities	2	2	2	2	2	2	2	2	2	2
Operations	12	12	12	11	11	11	11	11	11	11
SOLID WASTE FUND										
Operations	8	6	6	7	7	7	7	7	7	7
Total City FTE's	125	121	123	123	125	126	126	128	130	131



***3800 University Blvd.
West University Place, TX 77005
713-668-4441
westutx.gov***





AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.21	Agenda Item	6
Approved by City Manager	Yes	Presenter(s)	K. DuBose, Director
Reviewed by City Attorney	Yes	Department	Finance
Subject	Adoption of the 2021 Tax Rate		
Attachments	Ordinance		
Financial Information	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		N/A
	Additional Appropriation Required:		N/A
	Additional Account Number:		N/A

Executive Summary

A property tax rate of \$0.278522 per \$100 in assessed value is necessary to fund the 2022 Budget. This is a reduction compared to the 2020 tax rate that was adopted to support the 2021 Budget. The 2021 tax rate is allocated between the General Fund and the Debt Service Fund as follows:

General Fund	\$0.193797	69.58%
Debt Service Fund	0.084725	30.42%
Total	\$0.278522	100.00%

Since the proposed tax rate does not exceed the lower of the No-New-Revenue or Voter-Approval tax rates, a public hearing was not required.

The City's proposed tax rate for the 2022 Budget (\$0.278522) is lower than the current adopted tax rate (\$0.294066) by 5.3% or -\$0.015544.

Recommended Action

Staff recommends that City Council take the following as separate actions:

- A. By Record Vote Approve the tax rate of \$0.193797 per \$100 valuation for the purposes of maintenance and operations.
- B. By Record Vote Approve the tax rate of \$0.084725 per \$100 valuation for the purposes of debt service.
- C. By Record Vote Approve an ordinance adopting the City's combined property tax rate of \$0.278522 per \$100 in assessed value.

**City of West University Place
Harris County, Texas**

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY OF WEST UNIVERSITY, TEXAS PROVIDING FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES FOR 2021 TAX YEAR; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; CONFIRMING AND GRANTING EXEMPTIONS; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, The City of West University Place, Texas (the “City”) has bonds outstanding which are payable from ad valorem taxes; and

WHEREAS, although the ordinances authorizing such bonds contain general levies of taxes, it is necessary for the City Council to fix a specific rate of tax for tax year 2021, based on the City’s appraisal rolls for tax year 2021 which have been prepared, reviewed and certified by the Harris County Appraisal District; and

WHEREAS, the 2021 tax rate must not only provide funds sufficient for debt service on the City’s bonds, but must also provide for maintenance and operation of the City; and

WHEREAS, the tax assessor and collector of the City (“Assessor”) has certified an anticipated collection rate to the City Council, has performed the calculations required by Section 26.04 of the Texas Tax Code, has reported the tax rate and other information required to be reported to the City Council and has published the information required to be published, having been designated to do so by the City Council; and

WHEREAS, Section 26.05 of the Texas Tax Code provides that by September 30th or the 60th day after the date the certified appraisal roll is received by the taxing unity, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of said tax rate ordinance have been timely and properly given and held;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS

Section 1. That the matters and facts set out in the preamble of this ordinance are found and determined to be true and correct, and the City Council adopts, confirms, and ratifies all of the calculations, publications, notices, and other preparatory steps preceding the consideration of this ordinance.

Section 2. That the City Council hereby levies, assesses and adopts the following tax rate per \$100 valuation for tax year 2021, such tax being levied and assessed upon all property subject to taxation by the City:

\$0.193797 For the purposes of maintenance and operations

\$0.084725 For the purposes of debt service

\$0.278522 Total tax rate.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$1.31.

Section 3. That such tax is hereby levied and assessed in accordance with the terms and provisions of Article VIII of the City Charter and the Constitution and laws of the State of Texas, and such levy and assessment are made to provide funds for the 2022 budget of the City for the purposes indicated, including maintenance, operations and debt service for that budget period. However, this section does not prohibit the use of tax proceeds for other lawful purposes.

Section 4. That the Assessor is hereby directed to assess and collect taxes on all property subject to taxation by the City on the basis of 100% of the assessed valuation thereof at the rate set by this ordinance. The taxes levied hereby shall be delinquent after January 31, 2022.

Section 5. That the Finance Director or designee for the City of West University Place is hereby appointed auditor of any refunds of overpayments or erroneous payments under the terms of Section 31.11(a) of the Texas Property Tax Code.

Section 6. That the City Council hereby confirms and re-grants the following exemptions, subject to the legal requirements applicable to each exemption:

(A) \$185,000.00 of the appraised value of the residential homestead of an individual who is disabled or who is 65 years of age or older.

(B) The statutory exemption for each disabled veteran.

Section 7. That all ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 8. That if any word, phrase, clause, sentence, paragraph, section or other part of this ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section, or other part of this ordinance to any other persons or circumstances, shall be affected thereby.

Section 9. That the City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this ordinance was discussed, considered, or acted upon was given in the manner required by the Open Meetings Act, Chapter 551, Texas Local Government Code, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

PASSED, APPROVED, ADOPTED AND SIGNED ON FIRST AND FINAL READING ON, this 27th day of September, 2021.

SIGNED:

ATTEST:

Susan Sample, Mayor

Thelma A. Gilliam, City Secretary

RECOMMENDED:

REVIEWED:

Dave Beach, City Manager

Olson & Olson, LLP, City Attorney
By Scott Bounds



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	9.27.2021	Agenda Item	7
Approved by City Manager	Yes	Presenter(s)	K. DuBose, Director
Reviewed by City Attorney	N/A	Department	Finance
Subject	Capital Improvement Plan FY 2022-2026		
Attachments	Capital Improvement Plan FY 2022-2026		
Financial Information	Expenditure Required:	None	
	Amount Budgeted:	None	
	Account Number:	None	
	Additional Appropriation Required:	None	
	Additional Account Number:	None	

Executive Summary

The Capital Improvement Plan (CIP) provides City Council and the community a 5-year planning guide for major, non-recurring expenditures, such as construction of new infrastructure, rehabilitation of existing infrastructure, and other improvement projects.

The CIP contains six (6) categories:

- Drainage
- Facilities & Technology
- Parks
- Streets
- Water
- Wastewater

The first year of the CIP is incorporated into the FY 2022 Budget. The FY 2022-2026 CIP was updated concurrently with the FY 2022 Budget, but next year, the CIP will be brought to Council in the spring prior to starting the annual budget process. This ensures adequate time for review and discussion by the City Council and staff.

Recommended Action

Staff recommends that City Council accept the Capital Improvement Plan for FY 2022-2026.

City of West University Place Capital Improvement Plan FY 2022 - 2026





City of West University Place Capital Improvement Plan FY 2022 - 2026

TABLE OF CONTENTS

Overview	1
Total Summary	4
Drainage	5
Facilities & Technology	9
Parks	17
Streets	20
Water	24
Wastewater.....	37

OVERVIEW

This Capital Improvement Plan (CIP) is a multi-year plan of capital projects which strives to reflect the goals and policies established by the City of West University Place by systematically planning, scheduling, managing, monitoring, and financing capital projects to ensure cost effectiveness and conformity with established policies.

The CIP guides the funding and construction of all public improvements constructed by the City, including roads, drainage, wastewater treatment facilities and lines, water facilities and lines, city facilities, recreation facilities, and parks; as well as technology improvements. The City of West University Place has developed a CIP to identify the capital needs of the community over a five year period.

Without adequate planning, public improvements may not be given the appropriate priorities, be properly located, or realized due to lack of available financial resources. Financial inefficiency and reduced public service will result. To avoid such consequences and to achieve the greatest possible economy and efficiency is the goal of the CIP.

A capital improvement is a major, non-routine expenditure for new construction, improvements to existing buildings, facilities, land, streets, storm sewers, and expansion of the City's park system, to name a few. A capital improvement project has a relatively high monetary value, a long life expectancy, and results in the creation of an asset or extends the life of existing assets. The cost of the capital improvement includes design, legal fees, land, operating equipment, furniture, construction, etc. that is necessary to put the asset into service.

A long-term CIP has many obvious benefits derived from its organized approach to planning projects. The plan can focus attention on community and City strategic priorities and needs,

allowing projects to be prioritized based on need. The CIP can be an effective tool for achieving goals set forth in the City's various master plans. Through proper planning, the need for funding can be foreseen, and action can be taken to fund the projects as identified.

THE PROCESS

The development of a CIP is a continual process and, consequently, should be viewed as a working document. Therefore, while the document covers a five-year planning perspective, it is revised every year in order to accommodate new projects, reflect changes in ongoing projects, and extend the plan an additional year.

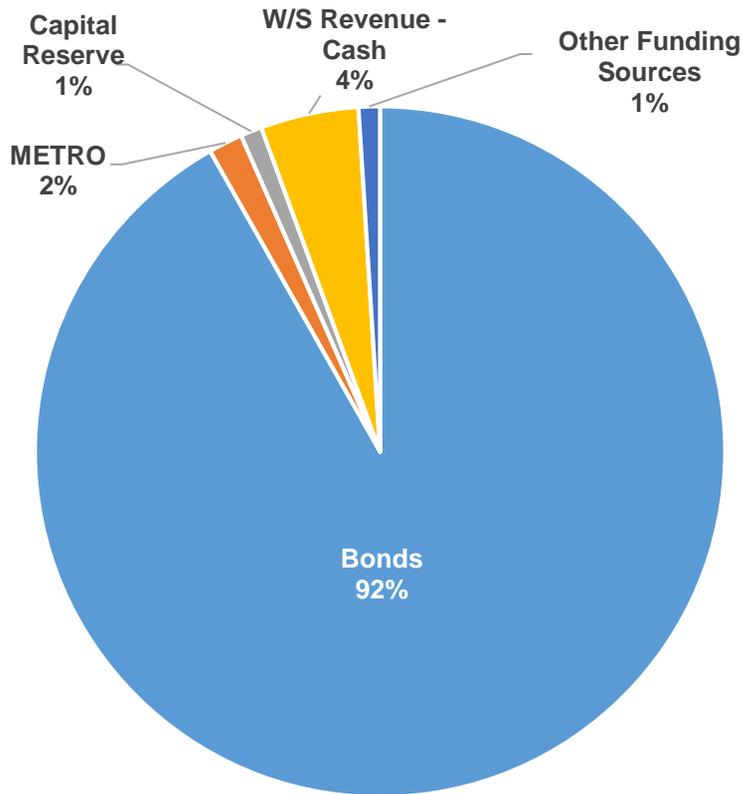
The first year of the plan is incorporated into the annual budget to appropriate funds. Improvements identified in subsequent years are approved only on a planning basis and do not receive expenditure appropriation. Cost estimates for years two through five are also for planning purposes only, to be used in conjunction with the City's multi-year financial plan for operations.

The City strives to complete all projects within schedule and cost constraints. The CIP uses up-to-date estimates of project costs and scheduling. The most current data is reflected in the various projects included in the plan.

FUNDING

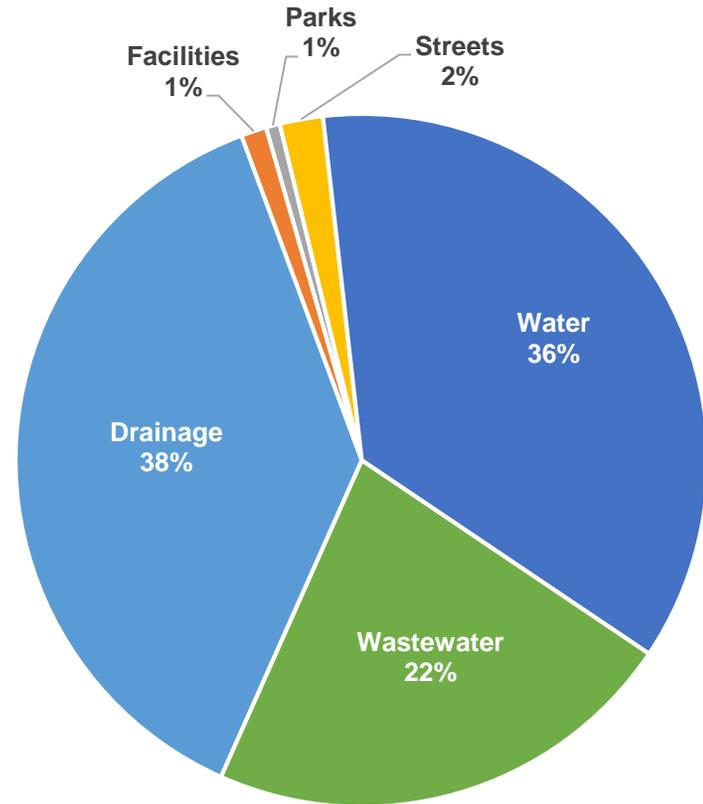
The five-year CIP includes all capital projects, which are to be financed in whole or in part from funds subject to control or appropriation by the City. The FY 2022 – 2026 CIP calls for an allocation of \$124.2 million. Funding for CIP projects are derived from various sources including bonds, METRO funds, capital reserves, water/sewer revenue cash, grants, and other funding sources; as illustrated in the pie chart on the next page.

**2022 - 2026 CIP
FUNDING BY CATEGORY - \$124.2 MILLION**



These traditional sources continue to provide the majority of funding for capital facility and infrastructure investments.

**2022 - 2026 CIP
FUNDING BY PROJECT USE - \$124.2 MILLION**



The CIP uses of funding include the following categories:

- Drainage
- Facilities & Technology
- Parks
- Streets
- Water
- Wastewater

CIP PROCESS

A CIP involves several steps from concept planning to the finished product. This annual CIP process ensures prompt and efficient preparation of the CIP and related capital budget.



Occasionally, new issues, changing cost, revenue realities, or shifts in City priorities will cause a project or number of projects to be either bumped forward or pushed back in the five-year schedule. Any changes of this nature would be reflected in future CIP documents.

IMPACT

The City of West University Place CIP is focused on adding value and extending the life to City infrastructure with minimal increase in current operating costs. A positive impact to future operating costs is realized upon the completion of street, water, and wastewater improvements due to the upgrade or replacement of aged and sometimes malfunctioning infrastructure with newer more functional infrastructure. In fact, the upgrade and replacement of aging infrastructure lowers maintenance costs. Even so, windfall savings are not expected as infrastructure yet to be repaired or replaced continues to age, creating a balance between new maintenance requirements and new infrastructure requiring little or no maintenance.

In addition, all projects submitted for consideration in the CIP include an analysis of any estimated current or future impact on the annual operating budget. Anticipated revenues, expenditures (or savings) for personnel costs, maintenance or repairs, or other operating costs are disclosed and quantified for evaluation. Recurring annual expenditures associated with capital projects are excluded from CIP funding and included in the operating budget, if necessary. Any additional operating expenditures or anticipated savings related to new capital projects are noted in the project detail.

DETAILED CIP INFORMATION

Each planned capital project listed in the five-year outlook has a CIP project sheet, which includes the expected costs, project description, timeline, justification, and anticipated methods of financing and additional operation and maintenance costs. The project sheets are accompanied by a map or picture to provide a visual representation of the project. The project detail page purpose is to provide City Council with enough information to approve the projects.

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
TOTAL SUMMARY**

USE	2022	2023	2024	2025	2026	TOTAL
DRAINAGE		54,080,000				54,080,000
FACILITIES & TECHNOLOGY	710,000	450,000	100,000	100,000		1,360,000
PARKS	187,500	550,000				737,500
STREETS	1,243,000	340,000	350,000	370,000		2,303,000
<i>Enterprise Funds – Public Utilities</i>						
WATER	3,160,000	5,328,000	11,030,000	12,210,000	9,605,000	41,333,000
WASTEWATER	19,060,000	4,600,000	410,000	330,000		24,400,000
TOTAL	\$ 24,360,500	\$ 65,348,000	\$ 11,890,000	\$ 13,010,000	\$ 9,605,000	\$ 124,213,500

SOURCE OF FUNDS	2022	2023	2024	2025	2026	TOTAL
Bonds	20,750,000	62,500,000	10,040,000	11,910,000	8,930,000	114,130,000
Metro	898,200	340,000	350,000	370,000		1,958,200
Capital Reserve	710,000	337,355	100,000	100,000		1,247,355
W/S Revenue - Cash	1,470,000	1,508,000	1,400,000	630,000	675,000	5,683,000
Grants						
Other Funding Sources	532,300	662,645				1,194,945
TOTAL	\$ 24,360,500	\$ 65,348,000	\$ 11,890,000	\$ 13,010,000	\$ 9,605,000	\$ 124,213,500

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
DRAINAGE**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
PW20ST&DRAIN	City Wide Street & Drainage Improvements East		13,230,000				13,230,000
DR2101	Drainage Improvements West - Phase I		16,350,000				16,350,000
DR2301	Drainage Improvements West - Phase II		24,500,000				24,500,000
	TOTAL		54,080,000				54,080,000

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds		54,080,000				54,080,000
Metro						
Capital Reserve						
W/S Revenue - Cash						
Grants						
Other Funding Sources						
	CITY		54,080,000			54,080,000

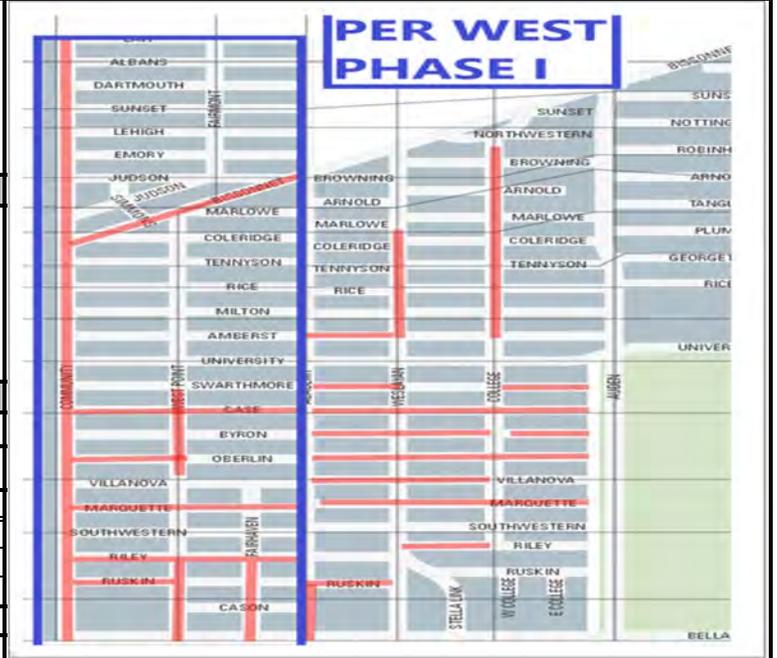
PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION					
City Wide Street & Drainage Improvements East		PW20ST&DRAIN		Public Works - Drainage					
PROJECT DESCRIPTION		PROJECT IMAGE							
Drainage improvements and street reconstruction for the East side of West University Place will require removal/replacement of curb inlets and upsizing of the storm sewer system. These improvements will meet a minimum 10-year storm event conveyance capacity and provides at least a 50-year level of service.									
PROJECT JUSTIFICATION									
Dependent on the final results of the PER and Design work, this project may be split into two separate construction phases. Construction work will start downstream at the trunk line outfalls and work north. The final design will outline the specifics of both phases.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)							
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying	\$2,000,000	\$2,000,000						\$2,000,000	
Construction	\$10,230,000			\$10,230,000				\$10,230,000	
Equipment and Furniture									
Technology									
Contingency	\$3,000,000			\$3,000,000				\$3,000,000	
TOTAL COSTS	\$15,230,000	\$2,000,000	\$0	\$13,230,000	\$0	\$0	\$0	\$15,230,000	
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds	\$15,230,000	\$2,000,000		\$13,230,000				\$15,230,000	
Metro									
Capital Reserve									
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$15,230,000	\$2,000,000	\$0	\$13,230,000	\$0	\$0	\$0	\$15,230,000	
¹ Explain & Identify Type of Other Sources:									

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
Drainage Improvements West - Phase I	DR2101	Public Works - Drainage

PROJECT DESCRIPTION

Drainage improvements and street reconstruction for the West side of West University Place will require removal/replacement of curb inlets and upsizing of the storm sewer system. These improvements will meet a minimum 10-year storm event conveyance capacity and provides at least a 50-year level of service.

PROJECT IMAGE



PROJECT JUSTIFICATION

The City completed a Citywide Storm Sewer Modeling Study that identified upgrades to improve drainage in 4 of the 5 major drainage basins in the City. The improvements identified for the West side will meet a minimum 10-year storm event conveyance capacity and provides at least a 50-year level of service.

INCREMENTAL OPERATING AND MAINTENANCE COSTS

Impact on operating budget No Yes (See Below)

Fiscal Year	2023	2024	2025	2026
Total Revenue				
Personnel Services				
Operation & Maintenance				
Capital Outlay				
Total Expense				
FTE Staff Total				

PROJECT COSTS ALLOCATION

PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying	\$4,600,000	\$4,600,000						\$4,600,000
Construction	\$13,600,000			\$13,600,000				\$13,600,000
Equipment and Furniture								
Technology								
Contingency	\$2,750,000			\$2,750,000				\$2,750,000
TOTAL COSTS	\$20,950,000	\$4,600,000	\$0	\$16,350,000	\$0	\$0	\$0	\$20,950,000

FUNDING SOURCES

FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds	\$20,950,000	\$4,600,000		\$16,350,000				\$20,950,000
Metro								
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$20,950,000	\$4,600,000	\$0	\$16,350,000	\$0	\$0	\$0	\$20,950,000

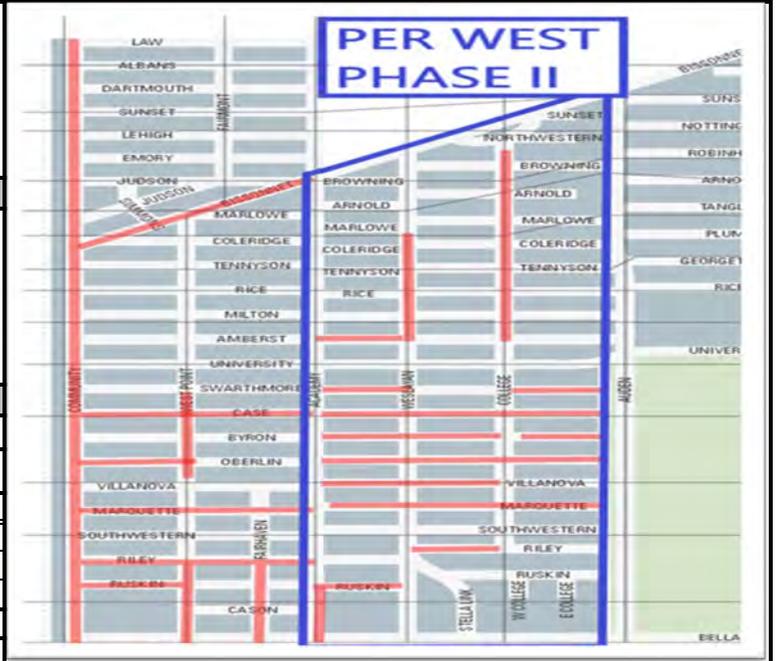
¹Explain & Identify Type of Other Sources:

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
Drainage Improvements West - Phase II	DR2301	Public Works - Drainage

PROJECT DESCRIPTION

Drainage improvements and street reconstruction for the West side of West University Place will require removal/replacement of curb inlets and upsizing of the storm sewer system. These improvements will meet a minimum 10-year storm event conveyance capacity and provides at least a 50-year level of service.

PROJECT IMAGE



PROJECT JUSTIFICATION

The City completed a Citywide Storm Sewer Modeling Study that identified upgrades to improve drainage in 4 of the 5 major drainage basins in the City. The improvements identified for the West side will meet a minimum 10-year storm event conveyance capacity and provides at least a 50-year level of service.

INCREMENTAL OPERATING AND MAINTENANCE COSTS

Impact on operating budget No Yes (See Below)

Fiscal Year	2023	2024	2025	2026
Total Revenue				
Personnel Services				
Operation & Maintenance				
Capital Outlay				
Total Expense				
FTE Staff Total				

PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying								
Construction	\$20,400,000			\$20,400,000				\$20,400,000
Equipment and Furniture								
Technology								
Contingency	\$4,100,000			\$4,100,000				\$4,100,000
TOTAL COSTS	\$24,500,000	\$0	\$0	\$24,500,000	\$0	\$0	\$0	\$24,500,000

FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds	\$24,500,000			\$24,500,000				\$24,500,000
Metro								
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$24,500,000	\$0	\$0	\$24,500,000	\$0	\$0	\$0	\$24,500,000

¹Explain & Identify Type of Other Sources:

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
FACILITIES & TECHNOLOGY**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
FA2201	Fire Apparatus Bay Roof Replacement	150,000					150,000
FA2202	Enterprise Resource Planning Software Replacement	100,000					100,000
FA2203	Network Firewall Security Improvements	60,000					60,000
FA2204	Network Switch Infrastructure Replacement	190,000	150,000				340,000
FA2205	Emergency Operations Center Improvements	120,000					120,000
FA2206	Radio Replacement	90,000	100,000	100,000	100,000		390,000
FA2301	Replace City Hall Air Handlers (HVAC)		200,000				200,000
TOTAL		710,000	450,000	100,000	100,000		1,360,000

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds						
Metro						
Capital Reserve	710,000	337,355	100,000	100,000		1,247,355
W/S Revenue - Cash						
Grants						
Other Funding Sources		112,645				112,645
TOTAL		710,000	450,000	100,000	100,000	1,360,000

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Fire Apparatus Bay Roof Replacement					FA2201		Public Works - Facilities		
PROJECT DESCRIPTION					PROJECT IMAGE				
Replace existing tar and rock roof on the fire apparatus bay with thermoplastic polyolefin roof pending the results of the facilities master plan.									
PROJECT JUSTIFICATION									
The current roof is over 20 years old and has reached the end of its useful life and needs to be replaced. (This will not be completed if the decision is to rebuild the Fire Apparatus Bay.)									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction	\$150,000		\$150,000					\$150,000	
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve	\$150,000		\$150,000					\$150,000	
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Enterprise Resource Planning Software Replacement				FA2202		Administration			
PROJECT DESCRIPTION				PROJECT IMAGE					
Software upgrade planning consultant to evaluate and assist staff in the planning, testing, and selection of a consolidated Enterprise Resource Planning software suite prior to implementation.									
PROJECT JUSTIFICATION									
The City's Current financial system no longer suits all operational needs. A software consultant will map out the City's current and future operational requirements with the opportunity to consolidate software to improve data collection and operational efficiency.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction									
Equipment and Furniture									
Technology	\$100,000			\$100,000					\$100,000
Contingency									
TOTAL COSTS	\$100,000		\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds									
Metro									
Capital Reserve	\$100,000			\$100,000					\$100,000
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$100,000		\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
*Explain & Identify Type of Other Sources:									

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Network Firewall Security Improvements					FA2203		Information Technology		
PROJECT DESCRIPTION					PROJECT IMAGE				
<p>Replace outdated internet firewall hardware for City Hall and the Recreation Center to allow for newer security features to mitigate ransomware and support increased internet speed and connectivity options. Implementation of new hardware with security subscription services and five years of maintenance to be included. Replacing the outdated equipment with new hardware allows for additional protection services while allowing for greater flexibility for any new Internet based services that may be required during the equipment's operational lifespan.</p>									
PROJECT JUSTIFICATION									
<p>The current equipment used to protect the City network from Internet based threats is seven years old and approaching end of life. The 2020 Security Audit findings recommended replacing the network firewall.</p>									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction									
Equipment and Furniture									
Technology	\$60,000		\$60,000					\$60,000	
Contingency									
TOTAL COSTS	\$60,000	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve	\$60,000		\$60,000					\$60,000	
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$60,000	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Network Switch Infrastructure Replacement					FA2204		Information Technology		
PROJECT DESCRIPTION					PROJECT IMAGE				
The network switch infrastructure that is in use today consists of approximately twenty-five enterprise grade network switches in use by all city facilities that have been in operation for ten plus years. This project would replace the existing outdated infrastructure over the course of two years with new hardware to meet the growth and operational needs of the organization for the next seven to ten years.									
PROJECT JUSTIFICATION									
The network switches that are currently in operation are over 10 years old and have reached end of life, end of support, and no longer available for repair. Many sites are at capacity and the existing equipment is too slow or too old to support faster connectivity between the different sites that IT supports. This project is considered critical as all other IT infrastructure relies on the network switch infrastructure to provide connectivity.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction									
Equipment and Furniture									
Technology	\$340,000		\$190,000	\$150,000				\$340,000	
Contingency									
TOTAL COSTS	\$340,000	\$0	\$190,000	\$150,000	\$0	\$0	\$0	\$340,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve	\$340,000		\$190,000	\$150,000				\$340,000	
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$340,000	\$0	\$190,000	\$150,000	\$0	\$0	\$0	\$340,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Emergency Operations Center Improvements					FA2205		Information Technology		
PROJECT DESCRIPTION					PROJECT IMAGE				
Replacement of outdated video wall, multimedia controllers, and conference room equipment used to support the emergency operations center.									
PROJECT JUSTIFICATION									
The emergency operations center was designed with technology and equipment that is over ten years old and has reached the end of life and not easily repaired or replaced. Updating the EOC technology to modern standards with vendor supported infrastructure will allow staff to keep up to date during the emergency and allow the city to better inform citizens.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						
			2021 ADOPTED BUDGET	2022	2023	2024	2025	2026	PROJECT TOTAL
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction									
Equipment and Furniture									
Technology		\$120,000		\$120,000					\$120,000
Contingency									
TOTAL COSTS		\$120,000	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						
			2021 ADOPTED BUDGET	2022	2023	2024	2025	2026	PROJECT TOTAL
Bonds									
Metro									
Capital Reserve		\$120,000		\$120,000					\$120,000
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES		\$120,000	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
*Explain & Identify Type of Other Sources:									

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Radio Replacement					FA2206		Information Technology		
PROJECT DESCRIPTION					PROJECT IMAGE				
Replacement of a combination of approximately ninety handheld, vehicle mounted, and console radios for dispatch, fire, and police personnel over a four year budgetary cycle.									
PROJECT JUSTIFICATION									
The radios used by dispatch, fire, and police personnel are over ten years old and are in need of a phased replacement cycle. This project aims to replace the radios in batches over a four year span to prevent critical communications outages from occurring in these departments.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction									
Equipment and Furniture									
Technology	\$390,000		\$90,000	\$100,000	\$100,000	\$100,000		\$390,000	
Contingency									
TOTAL COSTS	\$390,000	\$0	\$90,000	\$100,000	\$100,000	\$100,000	\$0	\$390,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve	\$390,000		\$90,000	\$100,000	\$100,000	\$100,000		\$390,000	
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$390,000	\$0	\$90,000	\$100,000	\$100,000	\$100,000	\$0	\$390,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Replace City Hall Air Handlers (HVAC)					FA2301		Public Works - Facilities		
PROJECT DESCRIPTION					PROJECT IMAGE				
Replacement of all four (4) air handlers that service City Hall.									
PROJECT JUSTIFICATION									
City Hall Air handlers 1-4 have been in service 20 years and have reached the end of their service life and need to be replaced.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance		2,000	2,000	2,000					
Capital Outlay									
Total Expense		2,000	2,000	2,000					
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction	\$200,000			\$200,000				\$200,000	
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve	\$87,355			\$87,355				\$87,355	
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -	\$112,645			\$112,645				\$112,645	
TOTAL SOURCES	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000	
*Explain & Identify Type of Other Sources: Asset Replacement Fund - \$112,645									

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
PARKS**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
PK2201	Judson Park Redevelopment	137,500					137,500
PK2202	Wier Park Improvements	50,000	550,000				600,000
	TOTAL	187,500	550,000				737,500

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds						
Metro						
Capital Reserve						
W/S Revenue - Cash						
Grants						
Other Funding Sources	187,500	550,000				737,500
	TOTAL	187,500	550,000			737,500

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION		
Judson Park Redevelopment				PK2201		Parks & Rec - Parks Maintenance		
PROJECT DESCRIPTION				PROJECT IMAGE				
Redevelopment of Judson Park, improved lighting/aesthetics, resurface courts (add pickleball lines), artificial turf fall surface replacement, repainting of steel elements, addition of gaga ball court.								
PROJECT JUSTIFICATION								
Recommendation of Parks and Open Space Master Plan.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying								
Construction	\$125,000		\$125,000					\$125,000
Equipment and Furniture								
Technology								
Contingency	\$12,500		\$12,500					\$12,500
TOTAL COSTS	\$137,500	\$0	\$137,500	\$0	\$0	\$0	\$0	\$137,500
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -	\$137,500		\$137,500					\$137,500
TOTAL SOURCES	\$137,500	\$0	\$137,500	\$0	\$0	\$0	\$0	\$137,500
*Explain & Identify Type of Other Sources: Friends of West University Fund								

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Wier Park Improvements					PK2202		Parks & Rec - Parks Maintenance		
PROJECT DESCRIPTION					PROJECT IMAGE				
Project based on assessment and citizen input. Items being considered include: arrangement of items in park and park programming, new artificial turf for fall zones, tennis and basketball considerations, decking on southwest corner to preserve tree canopy, update playground equipment, re-powder coat steel benches, tables and fences, and update/replace shade coverings.									
PROJECT JUSTIFICATION									
Recommendation of Parks and Open Space Master Plan									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying	\$50,000		\$50,000					\$50,000	
Construction	\$500,000			\$500,000				\$500,000	
Equipment and Furniture									
Technology									
Contingency	\$50,000			\$50,000				\$50,000	
TOTAL COSTS	\$600,000	\$0	\$50,000	\$550,000	\$0	\$0	\$0	\$600,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve									
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -	\$600,000		\$50,000	\$550,000				\$600,000	
TOTAL SOURCES	\$600,000	\$0	\$50,000	\$550,000	\$0	\$0	\$0	\$600,000	
¹ Explain & Identify Type of Other Sources: Friends of West University Fund \$561,266 and \$38,734 from Asset Recovery Fund for irrigation.									

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
STREETS**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
PW21SIDEWALK	Sidewalk Replacement	300,000	340,000	350,000	370,000		1,360,000
ST2201	Weslayan Traffic Signal Replacements	475,000					475,000
ST2202	Edloe Street Pathway	468,000					468,000
	TOTAL	1,243,000	340,000	350,000	370,000		2,303,000

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds						
Metro	898,200	340,000	350,000	370,000		1,958,200
Capital Reserve						
W/S Revenue - Cash						
Grants						
Other Funding Sources	344,800					344,800
	TOTAL	1,243,000	340,000	350,000	370,000	2,303,000

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Sidewalk Replacement				PW21SIDEWALK		Public Works - Streets			
PROJECT DESCRIPTION				PROJECT IMAGE					
Replace cracked and lifted sidewalks to provide safe pedestrian travel.									
PROJECT JUSTIFICATION									
The Sidewalk Master Plan was completed nearly 13 years ago with the first areas of sidewalks installed nearly 20 years ago. The continual maturing of trees in the right of way (ROW) has caused sidewalks to buckle, crack and cause trip hazards.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying	\$1,410,000	\$50,000	\$300,000	\$340,000	\$350,000	\$370,000		\$1,410,000	
Construction									
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$1,410,000	\$50,000	\$300,000	\$340,000	\$350,000	\$370,000	\$0	\$1,410,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro	\$1,410,000	\$50,000	\$300,000	\$340,000	\$350,000	\$370,000		\$1,410,000	
Capital Reserve									
W/S Revenue - Cash									
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$1,410,000	\$50,000	\$300,000	\$340,000	\$350,000	\$370,000	\$0	\$1,410,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION				
Weslayan Traffic Signal Replacements		ST2201		Public Works - Streets				
PROJECT DESCRIPTION		PROJECT IMAGE						
Upgrade the traffic signal management equipment along Weslayan including traffic signals, pedestrian signals, cabinets and internal components.								
PROJECT JUSTIFICATION								
Replacement of traffic hardware and cabinet components at both intersections on Weslayan which are nearing the end of their useful life with a compatible City of Houston Intelligent Traffic System (ITS) will improve traffic flow through West U.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance	2,500	2,500	2,500	2,500				
Capital Outlay								
Total Expense	2,500	2,500	2,500	2,500				
FTE Staff Total								
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS					PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying	\$25,000		\$25,000					\$25,000
Construction	\$400,000		\$400,000					\$400,000
Equipment and Furniture								
Technology								
Contingency	\$50,000		\$50,000					\$50,000
TOTAL COSTS	\$475,000	\$0	\$475,000	\$0	\$0	\$0	\$0	\$475,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES					PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro	\$130,200		\$130,200					\$130,200
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -	\$344,800		\$344,800					\$344,800
TOTAL SOURCES	\$475,000	\$0	\$475,000	\$0	\$0	\$0	\$0	\$475,000
Explain & Identify Type of Other Sources: Asset Replacement Fund (\$344,800)								

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION					
Edloe St Path Way		ST2202	Parks & Rec - Parks Maintenance					
PROJECT DESCRIPTION		PROJECT IMAGE						
Redesign for beautification of the property along Poor Farm Ditch from Georgetown north to Albans. Items considered include: permeable walking path, bench rest areas, landscaping at rest areas, natural turf, irrigation, ornamental fencing along ditch property line, Landscape Architect fees and construction management plus contingency.								
PROJECT JUSTIFICATION								
The old growth oleananders that have been used for screening the ditch died back during the 2021 freeze and have been removed. The area has three bridge crossings for connection east and west; however, there is no north to south connector along the ditch that forces pedestrians to cross the street, use the street or walk along the ditch. The improvements create an ADA path on the east side of Bedloe, rest areas for pedestrians and beautifies the space.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance	10,000	10,000	10,000	10,000				
Capital Outlay								
Total Expense	10,000	10,000	10,000	10,000				
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026	PROJECT TOTAL
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying	\$50,000		\$50,000					\$50,000
Construction	\$380,000		\$380,000					\$380,000
Equipment and Furniture								
Technology								
Contingency	\$38,000		\$38,000					\$38,000
TOTAL COSTS	\$468,000	\$0	\$468,000	\$0	\$0	\$0	\$0	\$468,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						
		2021 ADOPTED BUDGET	2022	2023	2024	2025	2026	PROJECT TOTAL
Bonds								
Metro	\$468,000		\$468,000					\$468,000
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$468,000	\$0	\$468,000	\$0	\$0	\$0	\$0	\$468,000
*Explain & Identify Type of Other Sources:								

**WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
WATER**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
PW20WATERLIN	Water Line Replacement Program	1,150,000	1,280,000	1,340,000	1,410,000	1,480,000	6,660,000
PW21LAWST	Law Street Water Line Installation	140,000					140,000
WA2101	Milton Cast Iron Water Line Replacement	1,420,000					1,420,000
WA2201	Bellaire Elevated Storage Tank (EST) Replacement	100,000	2,320,000	3,700,000			6,120,000
WA2202	Milton and Wakeforest Water Plant Valve Replacement Program	150,000	170,000	180,000	190,000		690,000
WA2203	Wakeforest Water Plant Generator	200,000					200,000
WA2301	Upsize Water Lines		600,000	5,000,000			5,600,000
WA2302	Wakeforest EST & GST Painting		858,000				858,000
WA2303	Water Well No. 8 - Inspection and Improvements		100,000	460,000			560,000
WA2401	Wakeforest Water Plant Distribution Line Replacement			150,000	1,500,000		1,650,000
WA2402	New Water Plant			200,000	9,000,000	7,450,000	16,650,000
WA2501	Water Well No. 9 - Inspection and Improvements				110,000	675,000	785,000
TOTAL		3,160,000	5,328,000	11,030,000	12,210,000	9,605,000	41,333,000

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds	2,570,000	4,200,000	10,040,000	11,910,000	8,930,000	37,650,000
Metro						
Capital Reserve						
W/S Revenue - Cash	590,000	1,128,000	990,000	300,000	675,000	3,683,000
Grants						
Other Funding Sources						
TOTAL		3,160,000	5,328,000	11,030,000	12,210,000	41,333,000

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION					
Water Line Replacement Program		PW20WATERLIN		Public Works - Water					
PROJECT DESCRIPTION		PROJECT IMAGE							
Replace approximately 17,500 LF of cast iron water lines throughout the city.									
PROJECT JUSTIFICATION									
The pre-1939 cast iron water lines have reached the end of their useful life and need to be replaced.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report	\$50,000	\$50,000						\$50,000	
Land/Right of Way									
Design/Surveying	\$890,000		\$150,000	\$170,000	\$180,000	\$190,000	\$200,000	\$890,000	
Construction	\$5,770,000		\$1,000,000	\$1,110,000	\$1,160,000	\$1,220,000	\$1,280,000	\$5,770,000	
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$6,710,000	\$50,000	\$1,150,000	\$1,280,000	\$1,340,000	\$1,410,000	\$1,480,000	\$6,710,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds	\$6,660,000		\$1,150,000	\$1,280,000	\$1,340,000	\$1,410,000	\$1,480,000	\$6,660,000	
Metro									
Capital Reserve									
W/S Revenue - Cash	\$50,000	\$50,000						\$50,000	
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$6,710,000	\$50,000	\$1,150,000	\$1,280,000	\$1,340,000	\$1,410,000	\$1,480,000	\$6,710,000	
*Explain & Identify Type of Other Sources:									

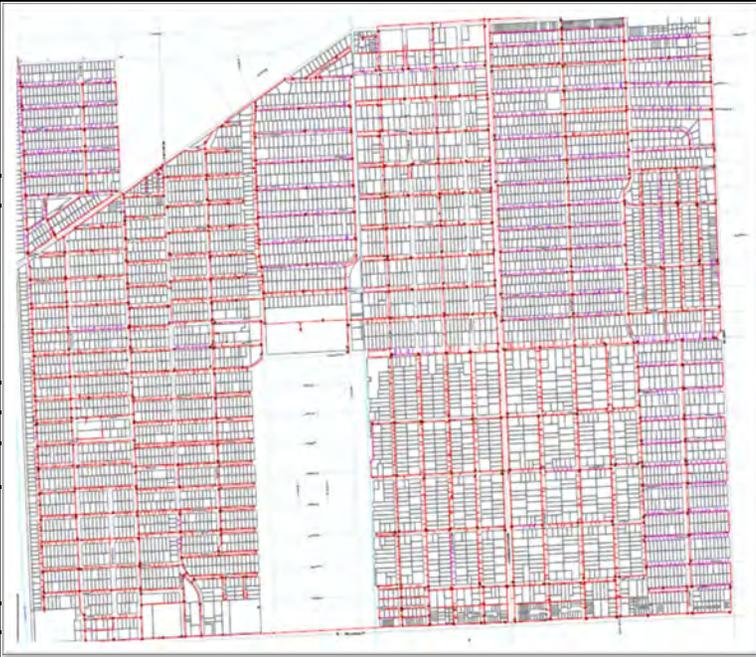
PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION					
Law Street Water Line Installation		PW21LAWST	Public Works - Water					
PROJECT DESCRIPTION		PROJECT IMAGE						
Install a 2" water line for the 4100 and 4200 block of Law Street, thus allowing this area to be serviced by West University Place.								
PROJECT JUSTIFICATION								
Residents on the 4100 and 4200 block of Law Street receive their water from the City of Houston directly. Billing is paid to West University Place however Finance staff is required to produce a separate report and payment to City of Houston for water usage. This will ensure better quality control and monitoring.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying	\$50,000	\$50,000						\$50,000
Construction	\$140,000		\$140,000					\$140,000
Equipment and Furniture								
Technology								
Contingency	\$60,000	\$60,000						\$60,000
TOTAL COSTS	\$250,000	\$110,000	\$140,000	\$0	\$0	\$0	\$0	\$250,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash	\$250,000	\$110,000	\$140,000					\$250,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$250,000	\$110,000	\$140,000	\$0	\$0	\$0	\$0	\$250,000
*Explain & Identify Type of Other Sources:								

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Milton Cast Iron Water Line Replacement					WA2101		Public Works - Water		
PROJECT DESCRIPTION					PROJECT IMAGE				
Replace approximately 2,400 LF of 14" cast iron water line with 16" water line from Milton water well to Mercer along Milton.									
PROJECT JUSTIFICATION									
The pre-1939 14" cast iron pipe is an odd size and repair parts are hard to come by.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying		\$180,000	\$180,000						\$180,000
Construction		\$1,200,000		\$1,200,000					\$1,200,000
Equipment and Furniture									
Technology									
Contingency		\$240,000	\$20,000	\$220,000					\$240,000
TOTAL COSTS		\$1,620,000	\$200,000	\$1,420,000	\$0	\$0	\$0	\$0	\$1,620,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Bonds		\$1,420,000		\$1,420,000					\$1,420,000
Metro									
Capital Reserve									
W/S Revenue - Cash		\$200,000	\$200,000						\$200,000
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES		\$1,620,000	\$200,000	\$1,420,000	\$0	\$0	\$0	\$0	\$1,620,000
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION		
Bellaire Elevated Storage Tank (EST) Replacement				WA2201		Public Works - Water		
PROJECT DESCRIPTION				PROJECT IMAGE				
Construction of a new 750,000 gallon elevated storage tank and decommission existing Bellaire EST. The existing tank will need to remain in service until the new tank is constructed at which time the old tank will be decommissioned.								
PROJECT JUSTIFICATION								
The Bellaire EST was constructed in 1935 and has exceeded the typical life expectancy of elevated storage tanks. The increased capacity will provide an additional buffer for peak hour demands and reduce the cities booster pumping requirement.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report	\$100,000		\$100,000					\$100,000
Land/Right of Way	\$2,000,000			\$2,000,000				\$2,000,000
Design/Surveying	\$320,000			\$320,000				\$320,000
Construction	\$3,200,000				\$3,200,000			\$3,200,000
Equipment and Furniture								
Technology								
Contingency	\$500,000				\$500,000			\$500,000
TOTAL COSTS	\$6,120,000	\$0	\$100,000	\$2,320,000	\$3,700,000	\$0	\$0	\$6,120,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds	\$6,020,000			\$2,320,000	\$3,700,000			\$6,020,000
Metro								
Capital Reserve								
W/S Revenue - Cash	\$100,000		\$100,000					\$100,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$6,120,000	\$0	\$100,000	\$2,320,000	\$3,700,000	\$0	\$0	\$6,120,000
*Explain & Identify Type of Other Sources:								

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Milton and Wakeforest Water Plant Valve Replacement Program				WA2202		Public Works - Water			
PROJECT DESCRIPTION				PROJECT IMAGE					
Replace water valves at Milton and Wakeforest water plants that are no longer functional.									
PROJECT JUSTIFICATION									
Inoperable valves prevent staff from isolating areas of the water plant during scheduled and/or emergency repairs.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction	\$690,000		\$150,000	\$170,000	\$180,000	\$190,000		\$690,000	
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$690,000	\$0	\$150,000	\$170,000	\$180,000	\$190,000	\$0	\$690,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve									
W/S Revenue - Cash	\$690,000		\$150,000	\$170,000	\$180,000	\$190,000		\$690,000	
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$690,000	\$0	\$150,000	\$170,000	\$180,000	\$190,000	\$0	\$690,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Wakeforest Water Plant Generator				WA2203		Public Works - Water			
PROJECT DESCRIPTION				PROJECT IMAGE					
Purchase and install a 300 KW emergency diesel generator including an automatic transfer switch for the Wakeforest Water Plant.									
PROJECT JUSTIFICATION									
The generator will ensure operations at the Wakeforest Water Plant are not disrupted in the event of a power outage.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance	3,500	3,500	3,500	3,500					
Capital Outlay									
Total Expense	3,500	3,500	3,500	3,500					
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction		\$175,000		\$175,000					\$175,000
Equipment and Furniture									
Technology									
Contingency		\$25,000		\$25,000					\$25,000
TOTAL COSTS		\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Bonds									
Metro									
Capital Reserve									
W/S Revenue - Cash		\$200,000		\$200,000					\$200,000
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES		\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION		
Upsize Water Lines				WA2301		Public Works - Water		
PROJECT DESCRIPTION				PROJECT IMAGE				
Upsize existing water lines as identified from the water efficiency study.								
PROJECT JUSTIFICATION								
Upsizing the water lines will help increase pressure and provide better fire flow to the City.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying	\$600,000			\$600,000				\$600,000
Construction	\$5,000,000				\$5,000,000			\$5,000,000
Equipment and Furniture								
Technology								
Contingency								
TOTAL COSTS	\$5,600,000	\$0	\$0	\$600,000	\$5,000,000	\$0	\$0	\$5,600,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds	\$5,600,000			\$600,000	\$5,000,000			\$5,600,000
Metro								
Capital Reserve								
W/S Revenue - Cash								
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$5,600,000	\$0	\$0	\$600,000	\$5,000,000	\$0	\$0	\$5,600,000
'Explain & Identify Type of Other Sources:								

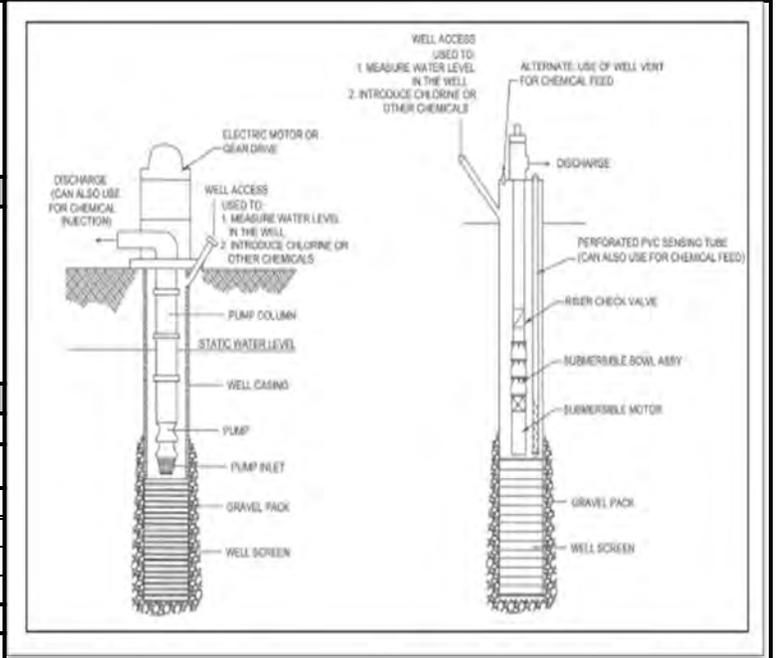
PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION					
Wakeforest EST & GST Painting		WA2302	Public Works - Water					
PROJECT DESCRIPTION		PROJECT IMAGE						
Replace the exterior coating systems and perform any vent and pipe work necessary to maintain the elevated storage tank and two (2) ground storage tanks at the Wakeforest Water Plant.								
PROJECT JUSTIFICATION								
All three tanks have been in service since the early 1990's. The tanks were rehabilitated and painted in 2009-2010. Per the recommended maintenance schedule, the tanks are painted every 10 years. To protect the integrity of the metal structure from corrosion as well as extending the useful life of the tank, periodic protective coating system replacement is required.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying								
Construction	\$780,000			\$780,000				\$780,000
Equipment and Furniture								
Technology								
Contingency	\$78,000			\$78,000				\$78,000
TOTAL COSTS	\$858,000	\$0	\$0	\$858,000	\$0	\$0	\$0	\$858,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash	\$858,000			\$858,000				\$858,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$858,000	\$0	\$0	\$858,000	\$0	\$0	\$0	\$858,000
*Explain & Identify Type of Other Sources:								

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
Water Well No. 8 Inspection and Improvements	WA2303	Public Works - Water

PROJECT DESCRIPTION

Complete a down-hole video inspection to determine the current condition of the well, identify chemical or biological plugging problems, construction material failure, water quality, in order to schedule required maintenance to ensure the efficient performance of the well.

PROJECT IMAGE



PROJECT JUSTIFICATION

The City utilizes a mixture of 80% surface water from City of Houston and 20% groundwater from two City water wells. In order to ensure proper water supply when surface water supply is not available, it is essential that wells operate at peak efficiency. This program will conduct a comprehensive inspection of the well and make recommendations for future maintenance. Improvement work will be tentatively scheduled in 2024.

INCREMENTAL OPERATING AND MAINTENANCE COSTS

Impact on operating budget No Yes (See Below)

Fiscal Year	2023	2024	2025	2026
Total Revenue				
Personnel Services				
Operation & Maintenance				
Capital Outlay				
Total Expense				
FTE Staff Total				

PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report	\$100,000			\$100,000				\$100,000
Land/Right of Way								
Design/Surveying								
Construction	\$420,000				\$420,000			\$420,000
Equipment and Furniture								
Technology								
Contingency	\$40,000				\$40,000			\$40,000
TOTAL COSTS	\$560,000	\$0	\$0	\$100,000	\$460,000	\$0	\$0	\$560,000

FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash	\$560,000			\$100,000	\$460,000			\$560,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$560,000	\$0	\$0	\$100,000	\$460,000	\$0	\$0	\$560,000

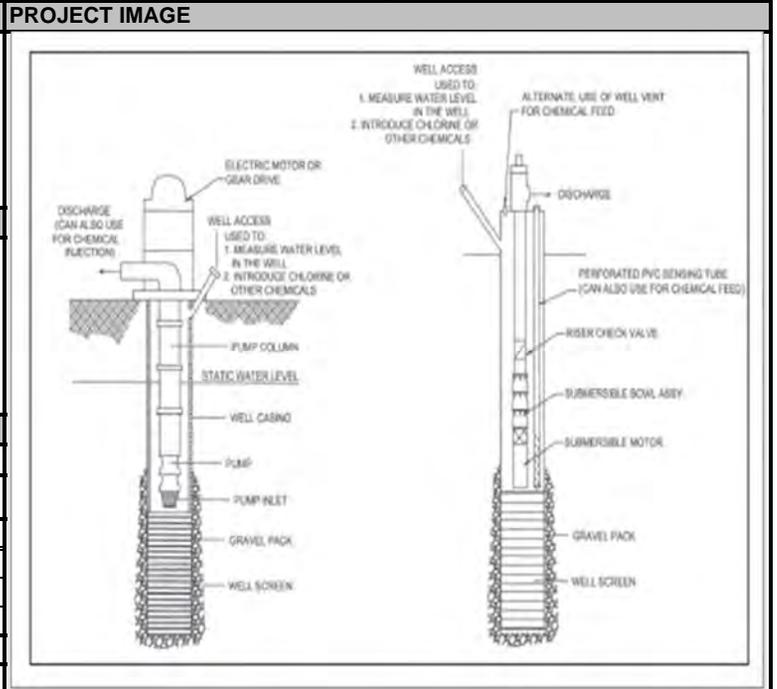
¹Explain & Identify Type of Other Sources:

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Wakeforest Water Plant Distribution Line Replacement					WA2401		Public Works - Water		
PROJECT DESCRIPTION					PROJECT IMAGE				
Upsize approximately 2,000 LF of 12" distribution line to 16" distribution line leaving the Wakeforest Water Plant.									
PROJECT JUSTIFICATION									
Upsizing will increase water pressure and available fire flows in portions of the distribution system and will reduce head loss in the system.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying	\$150,000				\$150,000			\$150,000	
Construction	\$1,300,000					\$1,300,000		\$1,300,000	
Equipment and Furniture									
Technology									
Contingency	\$200,000					\$200,000		\$200,000	
TOTAL COSTS	\$1,650,000	\$0	\$0	\$0	\$150,000	\$1,500,000	\$0	\$1,650,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds	\$1,500,000					\$1,500,000		\$1,500,000	
Metro									
Capital Reserve									
W/S Revenue - Cash	\$150,000				\$150,000			\$150,000	
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$1,650,000	\$0	\$0	\$0	\$150,000	\$1,500,000	\$0	\$1,650,000	
'Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION		
New Water Plant				WA2402		Public Works - Water		
PROJECT DESCRIPTION				PROJECT IMAGE				
Construct a new water plant including a 1,500 GPM well, 3MG of ground storage tanks, and 6,500 GPM booster pump capacity (9.4 MGD).								
PROJECT JUSTIFICATION								
The City cannot supply the City's maximum day water demands without surface water from the City of Houston. The Milton Water Plant is anticipated to require a full rehab, which would likely require the plant to be taken offline through a summer demand period. A New water plant with a well and a metered connection to Houston water would provide resiliency against a service interruption at either of the existing water plants.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Prelim. Engineering Report	\$200,000				\$200,000			\$200,000
Land/Right of Way	\$8,000,000					\$8,000,000		\$8,000,000
Design/Surveying	\$1,000,000					\$1,000,000		\$1,000,000
Construction	\$6,210,000						\$6,210,000	\$6,210,000
Equipment and Furniture								
Technology								
Contingency	\$1,240,000						\$1,240,000	\$1,240,000
TOTAL COSTS	\$16,650,000	\$0	\$0	\$0	\$200,000	\$9,000,000	\$7,450,000	\$16,650,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	PROJECT TOTAL
Bonds	\$16,450,000					\$9,000,000	\$7,450,000	\$16,450,000
Metro								
Capital Reserve								
W/S Revenue - Cash	\$200,000				\$200,000			\$200,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$16,650,000	\$0	\$0	\$0	\$200,000	\$9,000,000	\$7,450,000	\$16,650,000
*Explain & Identify Type of Other Sources:								

PROJECT NAME	PROJECT #	DEPARTMENT/DIVISION
Water Well No. 9 - Inspection and Improvements	WA2501	Public Works - Water

PROJECT DESCRIPTION
 Complete a down-hole video inspection to determine the current condition of the well, identify chemical or biological plugging problems, construction material failure, water quality, in order to schedule required maintenance to ensure the efficient performance of the well.



PROJECT JUSTIFICATION
 The City utilizes a mixture of 80% surface water from City of Houston and 20% groundwater from two City water wells. In order to ensure proper water supply when surface water supply is not available, it is essential that wells operate at peak efficiency. This program will conduct a comprehensive inspection of the well and make recommendations for future maintenance. Improvement work will be tentatively scheduled in 2026.

INCREMENTAL OPERATING AND MAINTENANCE COSTS

Impact on operating budget No Yes (See Below)

Fiscal Year	2023	2024	2025	2026
Total Revenue				
Personnel Services				
Operation & Maintenance				
Capital Outlay				
Total Expense				
FTE Staff Total				

PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report	\$110,000					\$110,000		\$110,000
Land/Right of Way								
Design/Surveying	\$75,000						\$75,000	\$75,000
Construction	\$500,000						\$500,000	\$500,000
Equipment and Furniture								
Technology								
Contingency	\$100,000						\$100,000	\$100,000
TOTAL COSTS	\$785,000	\$0	\$0	\$0	\$0	\$110,000	\$675,000	\$785,000

FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash	\$110,000					\$110,000	\$675,000	\$785,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$110,000	\$0	\$0	\$0	\$0	\$110,000	\$675,000	\$785,000

¹Explain & Identify Type of Other Sources:

**CITY OF WEST UNIVERSITY PLACE
2022 - 2026 CAPITAL IMPROVEMENT PLAN
WASTEWATER**

Project No.	Project Name	2022	2023	2024	2025	2026	2022 - 2026 Allocation
PW20RECLAM	Wastewater Reuse	680,000	4,220,000				4,900,000
PW21WWTPMP	Wastewater Treatment Plant Improvements	17,500,000					17,500,000
WW2201	Sanitary Sewer Manhole Lining Project	250,000	280,000	310,000	330,000		1,170,000
WW2202	Sanitary Sewer Improvements	100,000	100,000	100,000			300,000
WW2203	Lift Station SCADA Replacement	430,000					430,000
WW2204	Mobile Generator	100,000					100,000
	TOTAL	19,060,000	4,600,000	410,000	330,000		24,400,000

SOURCE OF FUNDS	2022	2023	2024	2025	2026	2022 - 2026 Allocation
Bonds	18,180,000	4,220,000				22,400,000
Metro						
Capital Reserve						
W/S Revenue - Cash	880,000	380,000	410,000	330,000		2,000,000
Grants						
Other Funding Sources						
	TOTAL	19,060,000	4,600,000	410,000	330,000	24,400,000

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION				
Wastewater Reuse		PW20RECLAM		Public Works - Wastewater				
PROJECT DESCRIPTION		PROJECT IMAGE						
Construct necessary infrastructure to allow the reuse of non-potable water by third party end users.								
PROJECT JUSTIFICATION								
This project creates an additional revenue source for the City by selling the treated effluent to an end user for use versus dumping the water to Braes Bayou and receiving no additional benefit.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance								
Capital Outlay								
Total Expense								
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report	\$152,700	\$152,700						\$152,700
Land/Right of Way								
Design/Surveying	\$600,000		\$600,000					\$600,000
Construction	\$3,300,000			\$3,300,000				\$3,300,000
Equipment and Furniture								
Technology								
Contingency	\$1,000,000		\$80,000	\$920,000				\$1,000,000
TOTAL COSTS	\$5,052,700	\$152,700	\$680,000	\$4,220,000	\$0	\$0	\$0	\$5,052,700
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds	\$4,900,000		\$680,000	\$4,220,000				\$4,900,000
Metro								
Capital Reserve								
W/S Revenue - Cash	\$152,700	\$152,700						\$152,700
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$5,052,700	\$152,700	\$680,000	\$4,220,000	\$0	\$0	\$0	\$5,052,700
*Explain & Identify Type of Other Sources:								

PROJECT NAME					PROJECT #		DEPARTMENT/DIVISION		
Wastewater Treatment Plant Improvements					PW21WWTPMP		Public Works - Wastewater		
PROJECT DESCRIPTION					PROJECT IMAGE				
Construct a new elevated administration building above the base flood elevation and upgrade mechanical equipment to make the wastewater treatment plant more efficient.									
PROJECT JUSTIFICATION									
The WWTP has been in operation since 1982. Major mechanical equipment is nearing the end of their useful life and in need of replacement. Upgrades to equipment and the treatment processes will continue to ensure the City complies with regulatory standards, provide flood resiliency, and prolong the life for the treatment plant.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget					<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)				
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report	\$300,000	\$300,000						\$300,000	
Land/Right of Way									
Design/Surveying	\$1,500,000	\$1,500,000						\$1,500,000	
Construction	\$14,500,000		\$14,500,000					\$14,500,000	
Equipment and Furniture									
Technology									
Contingency	\$3,000,000		\$3,000,000					\$3,000,000	
TOTAL COSTS	\$19,300,000	\$1,800,000	\$17,500,000	\$0	\$0	\$0	\$0	\$19,300,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL	
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds	\$1,750,000		\$17,500,000					\$17,500,000	
Metro									
Capital Reserve									
W/S Revenue - Cash	\$1,800,000	\$1,800,000						\$1,800,000	
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$3,550,000	\$1,800,000	\$17,500,000	\$0	\$0	\$0	\$0	\$19,300,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Sanitary Sewer Manhole Lining Project				WW2201		Public Works - Wastewater			
PROJECT DESCRIPTION				PROJECT IMAGE					
Lining the sanitary sewer manholes will prevent groundwater from entering the sanitary sewer system thus reducing flows to the wastewater treatment plant.									
PROJECT JUSTIFICATION									
The presence of hydrogen sulfide can lead to rapid and extensive deterioration conditions causing premature replacement or reconditioning of systems used in the transport and treatment of wastewater.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction	\$1,170,000		\$250,000	\$280,000	\$310,000	\$330,000		\$1,170,000	
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$1,170,000	\$0	\$250,000	\$280,000	\$310,000	\$330,000	\$0	\$1,170,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES							PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026		
Bonds									
Metro									
Capital Reserve									
W/S Revenue - Cash	\$1,170,000		\$250,000	\$280,000	\$310,000	\$330,000		\$1,170,000	
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$1,170,000	\$0	\$250,000	\$280,000	\$310,000	\$330,000	\$0	\$1,170,000	
*Explain & Identify Type of Other Sources:									

PROJECT NAME				PROJECT #		DEPARTMENT/DIVISION			
Sanitary Sewer Improvements				WW2202		Public Works - Wastewater			
PROJECT DESCRIPTION				PROJECT IMAGE					
Inspection, identification and repairs of the sanitary sewer system where ground water and rain water can enter the system from abandoned sanitary sewer liens that can cause overflows, increase treatment, and cause premature equipment failure.				<p>Inflow: rain water seeps in through manholes.</p> <p>Infiltration: ground water seeps in through cracks and joints.</p> <p>To wastewater treatment</p>					
PROJECT JUSTIFICATION									
The wastewater treatment plant is currently being affected by inflow and infiltration during storm events. Addressing the causes for this would help lower the amount of excess rain water being treated at the plant and help stabilize the water characteristic seen in the influent.									
INCREMENTAL OPERATING AND MAINTENANCE COSTS									
Impact on operating budget <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (See Below)									
Fiscal Year	2023	2024	2025	2026					
Total Revenue									
Personnel Services									
Operation & Maintenance									
Capital Outlay									
Total Expense									
FTE Staff Total									
PROJECT COSTS ALLOCATION		TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report									
Land/Right of Way									
Design/Surveying									
Construction	\$300,000			\$100,000	\$100,000	\$100,000			\$300,000
Equipment and Furniture									
Technology									
Contingency									
TOTAL COSTS	\$300,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$300,000
FUNDING SOURCES		TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
			BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds									
Metro									
Capital Reserve									
W/S Revenue - Cash	\$370,000	\$70,000	\$100,000	\$100,000	\$100,000				\$370,000
Grants									
Other Funding Sources ¹ -									
TOTAL SOURCES	\$370,000	\$70,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$370,000
*Explain & Identify Type of Other Sources:									

PROJECT NAME		PROJECT #		DEPARTMENT/DIVISION				
Lift Station SCADA Replacement		WW2203		Public Works - Wastewater				
PROJECT DESCRIPTION		PROJECT IMAGE						
The City's sewer system is monitored and controlled remotely by a Supervisory Control and Data Acquisition (SCADA) system that is not outdated. This project will upgrade and replace this critical system for 12 lift stations to meet current hardware and software standards.								
PROJECT JUSTIFICATION								
Replacement of a deteriorated system with a reliable sewer collection system that can be maintained in the future.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance	3,000	3,000	3,000	3,000				
Capital Outlay								
Total Expense	3,000	3,000	3,000	3,000				
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying								
Construction	\$360,000		\$360,000				\$360,000	
Equipment and Furniture								
Technology								
Contingency	\$70,000		\$70,000				\$70,000	
TOTAL COSTS	\$430,000	\$0	\$430,000	\$0	\$0	\$0	\$430,000	
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash	\$430,000		\$430,000				\$430,000	
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$430,000	\$0	\$430,000	\$0	\$0	\$0	\$430,000	
*Explain & Identify Type of Other Sources:								

PROJECT NAME		PROJECT #	DEPARTMENT/DIVISION					
Mobile Generator		WW2204	Public Works - Wastewater					
PROJECT DESCRIPTION		PROJECT IMAGE						
Purchase a new 60 kHz, 241 HP mobile diesel generator.								
PROJECT JUSTIFICATION								
During severe storms or during power outages, it is necessary to provide emergency power to all 12 of the City's lift stations to keep sewer from overflowing into the streets.								
INCREMENTAL OPERATING AND MAINTENANCE COSTS								
Impact on operating budget <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (See Below)								
Fiscal Year	2023	2024	2025	2026				
Total Revenue								
Personnel Services								
Operation & Maintenance	3,500	3,500	3,500	3,500				
Capital Outlay								
Total Expense	3,500	3,500	3,500	3,500				
FTE Staff Total								
PROJECT COSTS ALLOCATION	TOTAL BUDGET	FY PROJECTED ALLOCATIONS						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Prelim. Engineering Report								
Land/Right of Way								
Design/Surveying								
Construction								
Equipment and Furniture			\$100,000					\$100,000
Technology								
Contingency								
TOTAL COSTS	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
FUNDING SOURCES	TOTAL BUDGET	FY PROJECTED FUNDING SOURCES						PROJECT TOTAL
		BUDGETED THRU 2021	2022	2023	2024	2025	2026	
Bonds								
Metro								
Capital Reserve								
W/S Revenue - Cash			\$100,000					\$100,000
Grants								
Other Funding Sources ¹ -								
TOTAL SOURCES	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
*Explain & Identify Type of Other Sources: Potential \$75,000 HGMP grant.								



***3800 University Blvd.
West University Place, TX 77005
713-668-4441
westutx.gov***



AGENDA MEMO
 Business of the City Council
 City of West University Place, Texas

Meeting Date	9.22.21	Agenda Item	8
Approved by City Manager	Yes	Presenter(s)	D. Beach, City Manager
Reviewed by City Attorney	Yes	Department	Admin
Subject	West University Tri-Sports Association Agreement		
Attachments	1. Agreement 2. Agreement with Suggested Changes from a Councilmember		
Financial Information	Expenditure Required:	\$100,000 (Cash – Not to Exceed) \$20,000 est. (In-kind)	
	Amount Budgeted:	\$100,000 (2022 Budget) \$20,000 est. (2022 Budget)	
	Account Number:	101-6010-74130 (M&O Reimbursement) 101-6040-74002 (Electricity) 401-5050-74004 (Water) 402-5070-74050 (Solid Waste) 402-5076-74050 (Recycling)	
	Additional Appropriation Required:	\$0.00	
	Additional Account Number:	N/A	

Executive Summary

The City of West University Place (West U) and the West University Tri-Sports Associations and their Member Organizations (West University Little League, West University Softball and Rise Soccer) have enjoyed a long and mutually beneficial relationship in support of youth sports in the West U area.

The Member Organizations provide youth sport programming for the benefit of the City’s children, which are managed by Tri-Sports to ensure that the fields located at the West University Place Recreational Center (Rec. Center), West U Elementary (West U Elementary) and Pershing Middle School (Pershing) are maintained and operated for the safe enjoyment of the participants.

The City of West U provides much need field space at the Recreation Center and through a separate joint agreement (Houston Independent School District, Tri-Sports and West U) the softball fields located closest to Edloe on the West U Elementary School Campus, as well as, in-kind services (water, electricity and trash services) to support this programming.

The current Memorandum of Understanding (MOU) which covers only the use of the fields and support for in-kind services between West U and Tri-Sports expires on December 31, 2025, but based upon the recent discussion and direction will need to be replaced.

The attached agreement will replace the existing MOU on January 1, 2022 and covers the following main items:

- Priority use of the of the West U Recreation Center fields;
- Maintenance & Operation Support for West U Recreational Center & West U Elementary Fields
 - West U will reimburse Tri-Sports for 50% for expenses incurred by Tri-Sports or Member Organizations (baseball, softball or soccer) in amount not to exceed \$100,000.
 - Expenses will be submitted quarterly to an independent bookkeeper retained by West U and Tri-Sports whose cost shall be shared equally by both parties.
- Utilities – Water & Electricity
 - West U Recreational Center field – West U will pay 100%.
 - West U Elementary field – West U & Tri-Sports will split cost 50/50.
- Utilities – Solid Waste & Recycling
 - West U will provide residential level trash and recycling services to the West U Recreational Center and West U Elementary Fields.
- Capital Improvements
 - Based upon approval of the scope, cost and funding by the City Council.
 - West U will pay 100% of the approved capital improvement cost at the West U Recreation Center fields.
 - West U will pay 50% of the approved capital improvement cost at the West U Elementary Fields.

The term of the agreement will be for a period of one year and shall commence on January 1, 2022 and expire on December 31, 2022.

Recommended Action

Discuss and take any desired action.

**AN AGREEMENT BETWEEN
THE CITY OF WEST UNIVERSITY PLACE AND
WEST UNIVERSITY TRI-SPORTS ASSOCIATION**

THIS AGREEMENT is made and entered into by and between the **CITY OF WEST UNIVERSITY PLACE** (“City”), a Texas home rule municipality with its principal office at 3800 University Blvd., West University Place, TX 77005, and **WEST UNIVERSITY TRI-SPORTS ASSOCIATION** (“Tri-Sports”), a Texas non-profit corporation, whose address is P.O. Box 272012, Houston, Texas, 77277-2012 (each a “Party” and collectively the “Parties”), as of the date set forth below, with terms and conditions as follows.

RECITALS

WHEREAS, the City is authorized by law to establish, provide, acquire, maintain, construct, equip, operate and/or supervise recreational facilities and programs (*see, e.g.*, Tex. Loc. Gov’t Code Ch. 332) and considers such activities to be an important public purpose; and

WHEREAS, the mission of the City Parks and Recreation Department (“Parks & Rec”) is to offer “quality programs, facilities, and services that encourage community participation and promote fun, physical activity and growth, in a safe and wholesome environment”; and

WHEREAS, Tri-Sports is a nonprofit corporation that provides management services and funding relating to the development, construction, improvement, operation and maintenance of recreational youth sports fields and facilities in and near the City; and

WHEREAS, Tri-Sports coordinates the recreational youth sports programs and activities of its three member leagues--West University Little League, West University Soccer (a division of Rise Soccer Club, Inc.), and West University Softball Association (“Member Organizations”), which contribute to the physical and emotional development of the City’s children and the City’s collective sense of neighborhood and community; and

WHEREAS, while the Member Organizations provide youth sports programs on multiple fields and facilities inside and outside the City, Tri-Sports focuses its efforts and activities on fields and facilities within and bordering the City, namely at West University Elementary School (“West U Elementary”), the City of West University Place Recreation Center (“Rec Center”), and Pershing Middle School (“Pershing”); and

WHEREAS, Tri-Sports and its Member Organizations, through their above-described activities and programs, have historically contributed and continue to contribute in a material way to the City’s accomplishment of its public purposes and Parks & Rec’s mission; and

WHEREAS, a material consideration for the City to enter into this Agreement is the Member Organizations’ continued provision and operation of youth sports programs available for the benefit of the City’s children, families, and residents on the fields and facilities managed by Tri-Sports in and near the City;

NOW THEREFORE, for and in consideration of the provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Tri-Sports agree as follows:

AGREEMENT

SECTION 1. FINDINGS INCORPORATED.

The foregoing Recitals are incorporated into this Agreement and shall be considered part of the mutual covenants, consideration, and promises that bind the Parties.

SECTION 2. TERM AND TERMINATION.

(a) Effective date. The Effective Date of this Agreement is January 1, 2022.

(b) Term. The term of this Agreement shall commence on the Effective Date and, unless terminated earlier, shall expire on December 31, 2022.

(c) Termination for default. Either Party may terminate this Agreement after declaring a default in accordance with this provision. A Party seeking to invoke this provision must allege a material breach of the Agreement and shall give the other Party written notice of the breach, citing the applicable terms of the Agreement, and describing the actions necessary to cure the breach. If the actions necessary to cure are such that they may reasonably be accomplished within thirty (30) days of such notice, and they are not accomplished within that time period, the Party providing the notice may declare the other Party in default. If the actions necessary to cure are such that they may not reasonably be accomplished within thirty (30) days of such notice, and they are not both commenced within that time period and completed within a reasonable time thereafter, the Party providing the notice may declare the other Party in default. Termination under this provision does not affect the right of either Party to seek any remedies for breach of the Agreement allowed by law.

SECTION 3. OBLIGATIONS OF THE CITY.

The City covenants and agrees that it shall:

(a) Pay Tri-Sports as set forth in Section 5 of this Agreement.

(b) Provide Tri-Sports and its Member Organizations during their respective seasons with priority use of the athletic fields at the Rec Center during the following hours:

1. Weekdays when school is in session: 3:30 p.m. to 10:00 p.m.
2. Saturdays and weekdays when school is not in session: 8:00 a.m. to 10:00 p.m.
3. Sundays: 9:00 a.m. to 9:00 p.m.
4. Exceptions: The City reserves the right to schedule the use of these facilities for the purpose of City-related special events and activities. The following dates involve City-sponsored programs that will require the use of the athletic fields during the identified times:

(i) Saturday, April (TBD), 2022 – City’s Easter Spring Festival from 6:00 a.m. until 12:00 p.m. at the Rec Center; and

- (ii) West University Aquatics Club Swim Meets (total of three (3) meets) at dates to be determined at the Rec Center; and
- (iii) Holiday Laser Light Show at the Rec Center at a date to be determined in December 2022.
- (c) Issue Tri-Sports a permit for priority use areas and priority use hours as set forth in this Section and in accordance with the City’s Code of Ordinances. A copy of such permit is attached as Exhibit B to this Agreement and incorporated herein for all purposes.
- (d) Provide waste collection services as set forth in Section 4(a)(5).
- (e) Recognize Tri-Sports’ support for the Friends of West University Parks annual Fathers and Flashlights event and fundraiser as part of the social media and marketing campaign for that event.
- (f) Provide a reasonable number of messages on the City’s electronic message boards and signs to advertise the youth sports programs of the Member Organizations.
- (g) Permit each Member Organization to post two banners no larger than 8’ x 3’ per youth sports season regarding league registration for that season at the following locations: Town Center (at the intersection of Edloe/University) and at the Rec Center (along Bellaire Blvd. between West Point/railroad tracks).
- (h) Permit the use, without charge, of meeting rooms at the Community Building, Rec Center or Scout House for purposes of Member Organization league meetings or activities (not team meetings or activities) when available and not scheduled for paid programs or activities.
- (i) Provide Tri-Sports with the contact phone number and email for the Parks & Rec Director, who shall act as liaison to Tri-Sports (“City Liaison”).

SECTION 4. OBLIGATIONS OF TRI-SPORTS.

- (a) Tri-Sports and the City agree that the spring season begins on January 1st of each year (with scheduled activities beginning around February 15) and the fall season begins on August 1st of each year (with scheduled activities beginning around September 15). Tri-Sports covenants and agrees that it and/or its Member Organizations shall:
 - (1) Provide recreational youth sports programs in the sports of baseball, softball, and soccer that are open and available to registration and participation by the City’s children and families.
 - (2) Provide the City Liaison with written schedules of all Member Organization events, including games, practices, training, and other league activities, at West U Elementary and the Rec Center (the “Program”) no later than thirty (30) days prior to the first day of scheduled activities for each season.

(3) Provide for all maintenance and operation services at the fields and facilities at West U Elementary and the Rec Center that are necessary to the operation of the Program. For purposes of this Agreement, “maintenance and operation” shall include, without limitation, mowing, trimming, aeration, insect control, weed control, fertilizer, tree/hedge trimming, irrigation system maintenance and repair, sod maintenance and repair, fence maintenance and repair, backstop net maintenance and repair, dirt and clay conditioning, field raking and dragging, field lining and chalking, drying agent application, temporary fence installation and removal, temporary equipment storage, storage building maintenance and repair, and security personnel. Tri-Sports shall provide (at its own expense) all field equipment necessary to the operation of the Program.

(4) Provide the City Liaison with the phone numbers and emails of two (2) persons to act as liaisons to the City and with the right to provide information or act on behalf of Tri-Sports, and provide the City Liaison with the phone numbers and email addresses of the presidents of the Member Organizations.

(5) Be responsible for the conduct of Tri-Sports officers, agents, and volunteers and for the safety of Program participants, including players, parents, spectators, and volunteers during Program activities, and provide background checks of personnel, volunteers and security personnel as needed to comply with this provision. Pursuant to Sections 22.0834, 22.0835 and 22.085 of the Texas Education Code, Tri-Sports certifies that all employees, contractors and volunteers of Tri-Sports and its Member Organizations that have or will have direct contact with students have passed a national criminal history background record information review as required by those sections. Tri-Sports must maintain a list of the names and dates of birth of all who have passed this background check and make it available to the City upon request. Tri-Sports and its Member Organizations shall prohibit the consumption or possession of alcoholic beverages during Program activities.

(6) Use its best efforts to (i) prepare and place waste for collection as prescribed by the City Public Works Manager, and (ii) separate recycling materials and place them for collection, as prescribed by the Public Works Manager. Each Member Organization shall designate a single point of contact to work with the Public Works Manager (or designee) to develop and implement a solid waste pick-up and recycling program for that organization. Tri-Sports shall ensure that each Member Organization provides educational activities that address recycling contamination. The City will provide routine, residential level solid waste and recycling collection for the Program.

(7) Promptly notify the City Liaison of any serious damage or injury to persons or property or acts of vandalism that occur during the Program. Tri-Sports shall immediately notify the City Liaison upon learning of any existing or developing hazardous or dangerous condition on City property. For purposes of this Agreement, “City property” shall mean the fields and facilities at the Rec Center.

(8) Not make any modification to City property without the prior approval of the City Liaison. Additionally, Tri-Sports shall not place any locks or other barrier to entry on City property without prior written approval of the City Liaison and without providing copies of all keys or other entry mechanisms.

(9) Schedule Program activities only during the hours prescribed by Section 3(b) in this Agreement; provided, however, during Little League Baseball summer all-star tournaments, no new inning shall begin after 11:00 p.m.

(10) Promptly notify in advance and confer as reasonably requested with the City Liaison and other City officials, as appropriate, in the event that a Member Organization seeks to schedule or hold a parade, festival, or other special event outside the course and scope of its regular league activities and within the City limits. For clarity, if the event would require the closure of City streets, a separate permit will be required.

(11) Recognize the City's support for Tri-Sports and its Member Organizations as part of their respective social media and/or league marketing materials.

(12) Operate and provide Program activities under the names "West University Soccer", "West University Little League" and/or "West University Softball", including but not limited to any and all commonly used and accepted abbreviations and/or variations thereof.

(13) Work with the principal and leadership of West University Elementary School to make the fields and facilities at West U Elementary available to the Friends of West University Parks for its annual Fathers and Flashlights event and fundraiser.

(14) Provide copies of Tri-Sports' certificate of formation, bylaws, IRS designation, and a list of current board of directors.

(b) Any fees charged by Tri-Sports and its Member Organizations in connection with Program events shall be used for purposes directly associated with the operation of the Member Organizations' youth sports programs. All revenues generated from Tri-Sports or its Member Organizations' activities, including fees, advertising, concessions and sales, shall be the exclusive property of Tri-Sports and/or its Member Organizations.

SECTION 5. PAYMENT.

(a) Payment. The City shall pay to Tri-Sports an amount up to, but not to exceed, One-Hundred Thousand Dollars (\$100,000) during the term of this Agreement in support of field maintenance and operation expenses incurred by Tri-Sports and/or its Member Organizations at West U Elementary and the Rec Center, such amount to be determined and paid in accordance with the procedures provided herein.

(b) Maintenance and operation. Subject to the limitation contained in Section 5(a), the City will pay fifty percent (50%) of the maintenance and operation costs incurred in connection with the fields and facilities at West U Elementary and the Rec Center. For purposes of clarity, the City will not be responsible for any of the maintenance and operation

costs, utility expenses, or capital improvement expenses incurred in connection with the Pershing fields.

(c) Utility expenses. In addition to the amounts stated and described in Section 5(a) and (b), and not subject to the limitation stated in Section 5(a), the City will pay for utility expenses incurred in connection with the Program as follows. For clarity, “utility expenses” as used in this Agreement shall mean costs incurred for water and electricity.

1. The City will pay one-hundred percent (100%) of utility expenses at the Rec Center; and
2. The City will pay fifty-percent (50%) of utility expenses incurred at the West U Elementary fields.

(d) Capital improvements. In addition to the amounts stated and described in Section 5(a), (b), and (c), and not subject to the limitation stated in Section 5(a), the City will pay for capital improvement projects associated with the Program as follows, but only after submission of such projects and costs to City Council, and approval of such projects and costs by City Council, and only upon documentation of the scope and funding for such projects by separate agreement of the Parties:

1. The City will pay one-hundred percent (100%) of approved capital improvement costs at the Rec Center fields; and
2. The City will pay fifty-percent (50%) of approved capital improvement costs at the West U Elementary fields.

(e) Payment procedure; bookkeeper. Tri-Sports and the City shall retain a third-party, independent bookkeeper to be selected by agreement of the Parties. The cost of the bookkeeper shall be shared equally by Tri-Sports and the City. For clarity, the City’s share of that cost will be in addition to and not subject to the limitation stated in Section 5(a). On a quarterly basis, Tri-Sports will submit packages of invoices and statements related to the maintenance and operation expenses for the fields and facilities at West U Elementary and the Rec Center. Likewise, on a quarterly basis, Tri-Sports and the City will submit packages of invoices and statements related to utility expenses for the fields and facilities at West U Elementary. These invoices and statements shall be reviewed for approval by the bookkeeper and then submitted to the City for payment to Tri-Sports in accordance with the percentages and responsibilities set forth in this Section 5. All payments to Tri-Sports, including the time of payment and the payment of interest on overdue amounts, are subject Chapter 2251 of the Government Code (the Texas Prompt Payment Act). The City agrees to encumber the funds budgeted for the payments under this Section until May 1 following the expiration of the term of this Agreement; the City shall have no obligation to pay any invoice or statement submitted more than 120 days after the expiration of the term of this Agreement.

(f) Annual appropriation. The intent and expectation of the Parties is that the terms of this Agreement will establish a framework for a constructive, long-term, multi-year relationship, and that the limitation set forth in Section 5(a) will be subject to annual adjustment in future years in accordance with an agreed inflationary index. However, Tri-Sports hereby acknowledges that payments made under this Agreement are subject to annual appropriation by the City, and that the City shall only provide payments to Tri-Sports if such funds have been

approved and dedicated for such a purpose in the City's annual budget. If any payment contemplated under this Agreement is not approved by the City, then Tri-Sports shall have the right to terminate the Agreement upon written notice to the City.

SECTION 6. ANCILLARY FINANCIAL MATTERS; RECORDS; REPORTS.

(a) Maintenance of records. Tri-Sports shall maintain fiscal records and supporting documents for all expenditures of funds made under this Agreement. Tri-Sports further agrees to retain the records for four (4) years after the conclusion or termination of this Agreement.

(b) Inspection of records. Upon reasonable notice, Tri-Sports shall provide the City, or any person or entity authorized by the City, with access to any documents, papers or other records of Tri-Sports pertaining to the expenditures of funds made under this Agreement, in order to make audits, examinations, excerpts, and transcripts.

(c) Participation reports. Upon request, and with reasonable notice, Tri-Sports shall provide the City with its best information and/or estimates of the participation by City residents, as participants or volunteers, in the youth sports programs of the Member Organizations.

SECTION 7. INSURANCE.

Without limiting any other obligations or liabilities, Tri-Sports and/or its Member Organizations shall, at their own expense, procure, pay for and maintain during the term of this Agreement the minimum insurance stipulated in Exhibit A- Insurance, with companies duly licensed to write business in the State of Texas. In no case shall the payment of deductibles on any insurance policy be the responsibility of the City.

SECTION 8. INDEMNITY.

(a) Responsibility for fines and taxes. Tri-Sports and its Member Organizations shall comply with the requirements of all applicable laws, rules, and regulations in connection with the Program. Except as expressly limited by Texas law, Tri-Sports shall indemnify, defend, and hold harmless the City, its officers, agents and all employees from any and all liability, loss or damage arising from any noncompliance by Tri-Sports or its Member Organizations with such laws, rules and regulations. Tri-Sports shall assume full responsibility for any federal, state or local taxes or other financial obligations imposed or required under the Social Security, worker's compensation, and income tax laws with respect to services provided in connection with the Program.

(b) INDEMNIFICATION. TRI-SPORTS SHALL INDEMNIFY THE CITY AND ITS OFFICERS, AGENTS, AND EMPLOYEES FROM LIABILITY FOR DAMAGE OR LOSS CAUSED BY AN ACT OF NEGLIGENCE, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR ANY FAILURE TO PAY CONTRACTORS OR SUPPLIERS IN CONNECTION WITH THE PROGRAM BY TRI-SPORTS, ITS MEMBER ORGANIZATIONS OR OTHERS WITHIN THE SCOPE OF TRI-SPORTS' AGENCY OR CONTROL.

SECTION 9. MISCELLANEOUS PROVISIONS.

(a) Non-profit status. It is a material condition of this Agreement that Tri-Sports be operated as a non-profit corporation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1985, as amended and future corresponding revenue laws of the United States. If Tri-Sports' non-profit status changes during the term of this Agreement, Tri-Sports must notify the City within thirty (30) days of such change.

(b) Non-discrimination. Any member of the public who qualifies under applicable Tri-Sports' rules may participate in Tri-Sports' programs and events, and Tri-Sports shall not discriminate against any person or group because of race, color, gender, religion, handicap, age, or national origin.

(c) Force majeure. Should any Party be delayed or hindered in the performance of any obligation or duty under this Agreement because of a force majeure, then that Party shall be excused from such delay or hindrance to the extent caused by the force majeure. The term "force majeure", as used in this Agreement, includes without limitation acts of God, strikes, lockouts, other personnel disturbances or job actions, acts of the public enemy, laws, regulations, orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraining of government and people, civil disturbances, explosions, breakage or accidents to machinery or equipment, shortages of materials, equipment or supplies, or any other limitations of any Party, whether similar to those enumerated or otherwise, which are not within the reasonable control of the Party claiming such inability. If a Party is affected by strike, lockout or other personnel disturbance or job action, this Agreement does not compel the Party to acquiesce to any demand or position of any personnel or other party, it being understood that the strike, lockout, disturbance or action would be a force majeure for the duration thereof.

(d) Non-parties. This Agreement shall bind and benefit the Parties only. It shall not confer rights or benefits upon any other person or entity, except as specifically provided herein.

(e) Venue. The obligations of the Parties to this Agreement are performable in Harris County, Texas, and exclusive venue for any legal action in connection with this Agreement shall lie in Harris County, Texas.

(f) Governing law. This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of Texas, without regard to conflicts of law or choice of law principles of Texas or any other state.

(g) Independent contractor. Tri-Sports and/or its Member Organizations shall perform the work under this Agreement as an independent contractor and not as an employee of the City. The City has no right to supervise, direct, or control Tri-Sports or its Member Organizations, or their respective officers, agents, or volunteers in the means, methods, or details of the work to be performed under this Agreement. The City and Tri-Sports agree that the work performed under this Agreement is not inherently dangerous, that Tri-Sports will perform the work in a workmanlike manner, and that Tri-Sports will take proper care and precautions to ensure the safety of Tri-Sports' officers, agents, volunteers and participants. It is specifically understood that the relationship described in this Agreement between the City and Tri-Sports is contractual in nature and is not to be construed to create any legal agency,

partnership, joint enterprise or joint venture relationship between the City and Tri-Sports; nor shall one Party be liable for any debts incurred by the other Party in the conduct of such other Party's business or function.

(h) No City waiver of immunity. Notwithstanding any provision of this Agreement to the contrary, nothing in this Agreement shall constitute a waiver by the City of any provisions of applicable law relating to any immunity or defense as may be available to the City on behalf of itself, its trustees, officers, employees, and agents.

(i) Legal construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.

(j) Dispute resolution. Tri-Sports and the City desire an expeditious means to resolve any disputes that may arise between them regarding this Agreement. If either Party disputes any matter relating to this Agreement, the Parties agree to try in good faith, before bringing any legal action, to settle the dispute through a meeting of the Parties' principals or designees.

(k) Attorneys' fees. Should suit be brought by the City or Tri-Sports for breach of this Agreement or any other cause of action relating to this Agreement, the prevailing Party in such suit shall be entitled to an award of its reasonable attorneys' fees and costs.

(l) Captions and headings. The captions and headings to the various provisions to this Agreement are for convenience and reference only and shall not affect the construction of any provisions of this Agreement.

(m) Termination of prior agreements. All prior agreements between the Parties relating to the Program are terminated as of the Effective Date of this Agreement.

(n) Non-exclusive agreement. Each party acknowledges that this is not an exclusive Agreement with respect to youth sports and that each Party may contract with other parties providing same or similar services. However, by granting "priority rights" to Tri-Sports as set forth in Section 3(b), the City covenants for the term of this Agreement not to provide conflicting, equal, or greater rights or access to any other competing organization or entity.

(o) Assignment. This Agreement and the rights, duties, and obligations hereunder may not be transferred or assigned by either Party without the prior written consent of the other Party. However, for clarity, the City acknowledges and agrees that certain of the rights, duties, and obligations of Tri-Sports hereunder will be performed or exercised by or through its Member Organizations.

(p) Amendment and waiver. This Agreement may be amended or modified in whole or in part at any time only by an agreement in writing by the Parties. No waiver of any term or provision of this Agreement shall be binding unless executed in writing by the Party entitled to the benefit of the term or provision.

(q) Notices. All notices, communications, invoices and reports required or permitted under this Agreement shall be personally delivered or mailed to the respective Parties

as follows, or to such other address, whether physical or electronic, as either Party may subsequently specify in writing:

If to the City: City of West University Place, Texas
3800 University Blvd.
West University Place, Texas 77005
Attn: City Manager

With a copy to: Olson & Olson, LLP
Wortham Tower, Suite 600
2727 Allen Parkway
Houston, Texas 77019
Attention: Scott Bounds

If to Tri-Sports: West University Tri-Sports Association

P.O. Box 272012

Houston, Texas, 77277-2012

Attention: President

(r) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

(s) Special conditions. To the extent applicable under Chapter 2252, Texas Government Code, Tri-Sports certifies that, at the time of execution of this Agreement neither Tri-Sports, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapter 806 or 807 of the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code, or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term “foreign terrorist organization” in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

THIS AGREEMENT IS AGREED TO AND EXECUTED as of the__ day of _____ 2021, by Tri-Sports and the City, signing by and through their duly authorized representatives.

CITY OF WEST UNIVERSITY PLACE

**WEST UNIVERSITY TRI-SPORTS
ASSOCIATION**

By: _____

Title: _____
Date: _____

By: _____

Title: _____
Date: _____

EXHIBIT A- Insurance, attached.

Acknowledged:

West University Little League
By: _____

West University Soccer (a division of Rise Soccer Club, Inc.)
By: _____

West University Softball Association
By: _____

EXHIBIT A- INSURANCE

All insurance shall be written by an insurer licensed to conduct business in the State of Texas. Tri-Sports shall name the City as an additional Insured on Tri-Sports' general liability policy, and shall provide any defense provided by the policy. Tri-Sports shall, at its own expense, purchase, maintain and keep in force insurance that shall protect against injury and/or damages that may arise out of or result from the Program, whether caused by Tri-Sports, any agent, subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable, of the following types and limits:

1. Commercial General Liability occurrence type insurance (No "XCU" restrictions shall be applicable). Products/completed operations coverage must be included.
 - A. Bodily injury five hundred thousand dollars (\$500,000) single limit per occurrence or five hundred thousand dollars (\$500,000) each person/ five hundred thousand dollars (\$500,000) per occurrence.
 - B. Tangible Property Damage one hundred thousand dollars (\$100,000) per occurrence.
 - C. Minimum aggregate policy year limit one million dollars (\$1,000,000).
2. Contractual Liability Insurance covering the indemnity provision of this Agreement in the same amount and coverage as provided for Commercial General Liability Policy, specifically referring to this Agreement by date, job number and location.

Exhibit B

PERMIT

PERMITTEE: West University Tri-Sports Association, a Texas non-profit corporation ("Permittee"), on behalf of itself and its Member Organizations. See Agreement between the City of West University Place and West University Tri-Sports Association, dated _____, attached hereto ("Contract").

TERM OF PERMIT: See Contract.

PRIORITY USE AREAS: See Contract.

PRIORITY USE HOURS: See Contract.

PERMITTED USE: See Contract. Subject to all conditions of this permit, and subject to West University's ordinances, rules and regulations, as amended now or later, West University authorizes the Permittee to use the facilities in the Priority Use Areas during the term of this permit for the following activities only: Youth Softball, Youth Baseball, Youth Soccer, and such other activities directly associated therewith. Permittee's use of the facilities is non-exclusive, to be shared with others. Permittee shall accommodate other authorized users.

City reserves the right to schedule the use of the facilities for the purpose of City-related special events and activities as provided in the Contract, and for such other purposes required by City Council. All such use will be negotiated a minimum of sixty (60) days in advance, as to not unreasonably disrupt Permittee's activities.

Permittee shall have first priority use (as to other authorized users, casual users or unauthorized users) of the Priority Use Areas during the Priority Use Hours. Special events outside the course and scope of regular league activities will require a separate permit. Permittee must provide adult instructors or coaches with appropriate training, to be present and on duty, supervising the participants. The number of coaches or instructors must comply, at all times, with recommendations of the national governing body of the sanctioning authority for the youth sport in question.

IMPROVEMENTS: See Contract.

MAINTENANCE: See Contract.

GENERAL CONDITIONS: Permittee shall abide by West University's ordinances, rules and policies for the facilities, as amended from time to time, and shall

cause all participants in its activities to do so. Permittee is responsible for all persons it invites or admits to the facilities, and Permittee will pay for any losses or damages caused by them (or by Permittee). Permittee has inspected the facilities and accepts them "as is." Permittee shall not cause any unreasonable adverse effect on others, including, for example: effects of noise, vibration, odors, fumes, visual intrusions, flooding, congestion, vehicular traffic, and "spillover" parking of vehicles. Permittee shall not alter the facilities, except as authorized in this permit (per the Improvements and Maintenance sections).

Permittee shall not cause any nuisance or health hazard. This permit does not grant any property right or vested right of any kind. This permit is not assignable.

Public Address System: Tri-Sports will be required to comply with the City's existing Noise Ordinance (including, but not limited to, **Chapter 54 Offenses And Miscellaneous Provisions, Article II. Noise. Section 54-41 Enumeration of specific noises (2)b.**)

Field Lighting Systems: The use of the field lights may not go beyond 10:00 p.m. during regular league play, unless otherwise authorized by the City Liaison; provided however, that during the Little League Baseball summer all-star tournaments, no new inning shall begin after 11:00 pm. Such authorizations will be typically restricted to post season tournaments. Tri-Sports will provide the City Liaison with the phone access code to the lighting systems at the West University Elementary School and the West University Place Recreation Center.

OTHER CONDITIONS: **See Contract.**

ATTACHMENTS: **See Contract.** Additionally, arrangements may be made on an as needed basis for Permittee's use of meeting rooms in the West University Place Community Building, Scout House, and Recreation Center, when available and not scheduled for paid programs and activities.

SIGNATURES:

WEST UNIVERSITY TRI-SPORTS ASSOCIATION

By: _____

Name: _____

Title: _____

CITY OF WEST UNIVERSITY PLACE

By: _____

Name: _____

Title: _____

**AN AGREEMENT BETWEEN
THE CITY OF WEST UNIVERSITY PLACE AND
WEST UNIVERSITY TRI-SPORTS ASSOCIATION**

THIS AGREEMENT is made and entered into by and between the **CITY OF WEST UNIVERSITY PLACE** (“City”), a Texas home rule municipality with its principal office at 3800 University Blvd., West University Place, TX 77005, and **WEST UNIVERSITY TRI-SPORTS ASSOCIATION** (“Tri-Sports”), a Texas non-profit corporation, whose address is P.O. Box 272012, Houston, Texas, 77277-2012 (each a “Party” and collectively the “Parties”), as of the date set forth below, with terms and conditions as follows.

RECITALS

WHEREAS, the City is authorized by law to establish, provide, acquire, maintain, construct, equip, operate and/or supervise recreational facilities and programs (*see, e.g.*, Tex. Loc. Gov’t Code Ch. 332) and considers such activities to be an important public purpose; and

WHEREAS, the mission of the City Parks and Recreation Department (“Parks & Rec”) is to offer “quality programs, facilities, and services that encourage community participation and promote fun, physical activity and growth, in a safe and wholesome environment”; and

WHEREAS, Tri-Sports is a nonprofit corporation that provides management services and funding relating to the development, construction, improvement, operation and maintenance of recreational youth sports fields and facilities in and near the City; and

WHEREAS, Tri-Sports coordinates the recreational youth sports programs and activities of its three member leagues--West University Little League, West University Soccer (a division of Rise Soccer Club, Inc.), and West University Softball Association (“Member Organizations”), which contribute to the physical and emotional development of the City’s children and the City’s collective sense of neighborhood and community; and

WHEREAS, while the Member Organizations provide youth sports programs on multiple fields and facilities inside and outside the City, Tri-Sports focuses its efforts and activities on fields and facilities within and bordering the City, namely at West University Elementary School (“West U Elementary”), the City of West University Place Recreation Center (“Rec Center”), and Pershing Middle School (“Pershing”); and

WHEREAS, Tri-Sports and its Member Organizations, through their above-described activities and programs, have historically contributed and continue to contribute in a material way to the City’s accomplishment of its public purposes and Parks & Rec’s mission; and

WHEREAS, a material consideration for the City to enter into this Agreement is the Member Organizations’ continued provision and operation of youth sports programs available for the benefit of the City’s children, families, and residents on the fields and facilities managed by Tri-Sports in and near the City;

NOW THEREFORE, for and in consideration of the provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Tri-Sports agree as follows:

AGREEMENT

SECTION 1. FINDINGS INCORPORATED.

The foregoing Recitals are incorporated into this Agreement and shall be considered part of the mutual covenants, consideration, and promises that bind the Parties.

SECTION 2. TERM AND TERMINATION.

(a) Effective date. The Effective Date of this Agreement is January 1, 2022.

(b) Term. The term of this Agreement shall commence on the Effective Date and, unless terminated earlier, shall expire on December 31, 2022.

(c) Termination for default. Either Party may terminate this Agreement after declaring a default in accordance with this provision. A Party seeking to invoke this provision must allege a material breach of the Agreement and shall give the other Party written notice of the breach, citing the applicable terms of the Agreement, and describing the actions necessary to cure the breach. If the actions necessary to cure are such that they may reasonably be accomplished within thirty (30) days of such notice, and they are not accomplished within that time period, the Party providing the notice may declare the other Party in default. If the actions necessary to cure are such that they may not reasonably be accomplished within thirty (30) days of such notice, and they are not both commenced within that time period and completed within a reasonable time thereafter, the Party providing the notice may declare the other Party in default. Termination under this provision does not affect the right of either Party to seek any remedies for breach of the Agreement allowed by law.

SECTION 3. OBLIGATIONS OF THE CITY.

The City covenants and agrees that it shall:

(a) Pay Tri-Sports as set forth in Section 5 of this Agreement.

(b) Provide Tri-Sports and its Member Organizations during their respective seasons with priority use of the athletic fields at the Rec Center during the following hours:

1. Weekdays when school is in session: 3:30 p.m. to 10:00 p.m.
2. Saturdays and weekdays when school is not in session: 8:00 a.m. to 10:00 p.m.
3. Sundays: 9:00 a.m. to 9:00 p.m.
4. Exceptions: The City reserves the right to schedule the use of these facilities for the purpose of City-related special events and activities. The following dates involve City-sponsored programs that will require the use of the athletic fields during the identified times:

(i) Saturday, April (TBD), 2022 – City’s Easter Spring Festival from 6:00 a.m. until 12:00 p.m. at the Rec Center; and

- (ii) West University Aquatics Club Swim Meets (total of three (3) meets) at dates to be determined at the Rec Center; and
- (iii) Holiday Laser Light Show at the Rec Center at a date to be determined in December 2022.
- (c) Issue Tri-Sports a permit for priority use areas and priority use hours as set forth in this Section and in accordance with the City's Code of Ordinances. A copy of such permit is attached as Exhibit B to this Agreement and incorporated herein for all purposes.
- (d) Provide waste collection services as set forth in Section 4(a)(5).
- (e) Recognize Tri-Sports' support for the Friends of West University Parks annual Fathers and Flashlights event and fundraiser as part of the social media and marketing campaign for that event.
- (f) Provide a reasonable number of messages on the City's electronic message boards and signs to advertise the youth sports programs of the Member Organizations.
- (g) Permit each Member Organization to post two banners no larger than 8' x 3' per youth sports season regarding league registration for that season at the following locations: Town Center (at the intersection of Edloe/University) and at the Rec Center (along Bellaire Blvd. between West Point/railroad tracks).
- (h) Permit the use, without charge, of meeting rooms at the Community Building, Rec Center or Scout House for purposes of Member Organization league meetings or activities (not team meetings or activities) when available and not scheduled for paid programs or activities.
- (i) Provide Tri-Sports with the contact phone number and email for the Parks & Rec Director, who shall act as liaison to Tri-Sports ("City Liaison").

SECTION 4. OBLIGATIONS OF TRI-SPORTS.

- (a) Tri-Sports and the City agree that the spring season begins on January 1st of each year (with scheduled activities beginning around February 15) and the fall season begins on August 1st of each year (with scheduled activities beginning around September 15). Tri-Sports covenants and agrees that it and/or its Member Organizations shall:
 - (1) Provide recreational youth sports programs in the sports of baseball, softball, and soccer that are open and available to registration and participation by the City's children and families.
 - (2) Provide the City Liaison with written schedules of all Member Organization events, including games, practices, training, and other league activities, at West U Elementary and the Rec Center (the "Program") no later than thirty (30) days prior to the first day of scheduled activities for each season.

(3) Provide for all maintenance and operation services at the fields and facilities at West U Elementary and the Rec Center that are necessary to the operation of the Program. For purposes of this Agreement, “maintenance and operation” shall include, without limitation, mowing, trimming, aeration, insect control, weed control, fertilizer, tree/hedge trimming, irrigation system maintenance and repair, sod maintenance and repair, fence maintenance and repair, backstop net maintenance and repair, dirt and clay conditioning, field raking and dragging, field lining and chalking, drying agent application, temporary fence installation and removal, temporary equipment storage, storage building maintenance and repair, and security personnel. Tri-Sports shall provide (at its own expense) all field equipment necessary to the operation of the Program.

(4) Provide the City Liaison with the phone numbers and emails of two (2) persons to act as liaisons to the City and with the right to provide information or act on behalf of Tri-Sports, and provide the City Liaison with the phone numbers and email addresses of the presidents of the Member Organizations.

(5) Be responsible for the conduct of Tri-Sports officers, agents, and volunteers and for the safety of Program participants, including players, parents, spectators, and volunteers during Program activities, and provide background checks of personnel, volunteers and security personnel as needed to comply with this provision. Pursuant to Sections 22.0834, 22.0835 and 22.085 of the Texas Education Code, Tri-Sports certifies that all employees, contractors and volunteers of Tri-Sports and its Member Organizations that have or will have direct contact with students have passed a national criminal history background record information review as required by those sections. Tri-Sports must maintain a list of the names and dates of birth of all who have passed this background check and make it available to the City upon request. Tri-Sports and its Member Organizations shall prohibit the consumption or possession of alcoholic beverages during Program activities.

(6) ~~Use its best efforts to~~ (i) ~~prepare~~-Prepare and place waste for collection as prescribed by the City Public Works Manager, and (ii) separate recycling materials and place them for collection, as prescribed by the Public Works Manager. Each Member Organization shall designate a single point of contact to work with the Public Works Manager (or designee) to develop and implement a solid waste pick-up and recycling program for that organization, which program shall include measures to reduce contamination, prior to the later of the either (a) the Effective Date of this Agreement; or (b) the commencement of the spring season, as referenced in Section 4(a) herein above. For each instance of non-compliance by either Tri-Sorts or any of its Member Organizations with either this paragraph or with any solid waste pick-up and recycling program developed hereunder, as determined by the City Public Works Manager (or designee), the City shall assess a fine in the amount of \$ _____, which fine shall be applied as an offset against the funds appropriated for that year under Section 5(f) of this Agreement and shall reduce by an equal amount the funds available for payment to Tri-Sports under Sections 5(a) and 5(b) herein below.

Tri-Sports shall ensure that each Member Organization provides educational activities that address recycling contamination. The City will provide routine, residential level solid waste and recycling collection for the Program.

(7) Promptly notify the City Liaison of any serious damage or injury to persons or property or acts of vandalism that occur during the Program. Tri-Sports shall immediately notify the City Liaison upon learning of any existing or developing hazardous or dangerous condition on City property. For purposes of this Agreement, "City property" shall mean the fields and facilities at the Rec Center.

(8) Not make any modification to City property without the prior approval of the City Liaison. Additionally, Tri-Sports shall not place any locks or other barrier to entry on City property without prior written approval of the City Liaison and without providing copies of all keys or other entry mechanisms.

(9) Schedule Program activities only during the hours prescribed by Section 3(b) in this Agreement; provided, however, during Little League Baseball summer all-star tournaments, no new inning shall begin after 11:00 p.m.

(10) Promptly notify in advance and confer as reasonably requested with the City Liaison and other City officials, as appropriate, in the event that a Member Organization seeks to schedule or hold a parade, festival, or other special event outside the course and scope of its regular league activities and within the City limits. For clarity, if the event would require the closure of City streets, a separate permit will be required.

(11) Recognize the City's support for Tri-Sports and its Member Organizations as part of their respective social media and/or league marketing materials.

(12) Operate and provide Program activities under the names "West University Soccer", "West University Little League" and/or "West University Softball", including but not limited to any and all commonly used and accepted abbreviations and/or variations thereof.

(13) Work with the principal and leadership of West University Elementary School to make the fields and facilities at West U Elementary available to the Friends of West University Parks for its annual Fathers and Flashlights event and fundraiser.

(14) Provide copies of Tri-Sports' certificate of formation, bylaws, IRS designation, and a list of current board of directors.

(b) Any fees charged by Tri-Sports and its Member Organizations in connection with Program events shall be used for purposes directly associated with the operation of the Member Organizations' youth sports programs. All revenues generated from Tri-Sports or its Member Organizations' activities, including fees, advertising, concessions and sales, shall be the exclusive property of Tri-Sports and/or its Member Organizations.

SECTION 5. PAYMENT.

(a) Payment. The City shall pay to Tri-Sports an amount up to, but not to exceed, One-Hundred Thousand Dollars (\$100,000) during the term of this Agreement in support of field maintenance and operation expenses incurred by Tri-Sports and/or its Member Organizations at West U Elementary and the Rec Center, such amount to be determined and paid in accordance with the procedures provided herein.

(b) Maintenance and operation. Subject to the limitation contained in Section 5(a), the City will pay fifty percent (50%) of the maintenance and operation costs incurred in connection with the fields and facilities at West U Elementary and the Rec Center. For purposes of clarity, the City will not be responsible for any of the maintenance and operation costs, utility expenses, or capital improvement expenses incurred in connection with the Pershing fields.

(c) Utility expenses. In addition to the amounts stated and described in Section 5(a) and (b), and not subject to the limitation stated in Section 5(a), the City will pay for utility expenses incurred in connection with the Program as follows. For clarity, "utility expenses" as used in this Agreement shall mean costs incurred for water and electricity.

1. The City will pay one-hundred percent (100%) of utility expenses at the Rec Center; and
2. The City will pay fifty-percent (50%) of utility expenses incurred at the West U Elementary fields.

(d) Capital improvements. In addition to the amounts stated and described in Section 5(a), (b), and (c), and not subject to the limitation stated in Section 5(a), the City will pay for capital improvement projects associated with the Program as follows, but only after submission of such projects and costs to City Council, and approval of such projects and costs by City Council, and only upon documentation of the scope and funding for such projects by separate agreement of the Parties:

1. The City will pay one-hundred percent (100%) of approved capital improvement costs at the Rec Center fields; and
2. The City will pay fifty-percent (50%) of approved capital improvement costs at the West U Elementary fields.

(e) Payment procedure; bookkeeper. Tri-Sports and the City shall retain a third-party, independent bookkeeper to be selected by agreement of the Parties. The cost of the bookkeeper shall be shared equally by Tri-Sports and the City. For clarity, the City's share of that cost will be in addition to and not subject to the limitation stated in Section 5(a). On a quarterly basis, Tri-Sports will submit packages of invoices and statements related to the maintenance and operation expenses for the fields and facilities at West U Elementary and the Rec Center. Likewise, on a quarterly basis, Tri-Sports and the City will submit packages of invoices and statements related to utility expenses for the fields and facilities at West U Elementary. These invoices and statements shall be reviewed for approval by the bookkeeper and then submitted to the City for payment to Tri-Sports in accordance with the percentages and responsibilities set forth in this Section 5. All payments to Tri-Sports, including the time of payment and the payment of interest on overdue amounts, are subject Chapter 2251 of the

Government Code (the Texas Prompt Payment Act). The City agrees to encumber the funds budgeted for the payments under this Section until May 1 following the expiration of the term of this Agreement; the City shall have no obligation to pay any invoice or statement submitted more than 120 days after the expiration of the term of this Agreement.

(f) Annual appropriation. The intent and expectation of the Parties is that the terms of this Agreement will establish a framework for a constructive, long-term, multi-year relationship, and that the limitation set forth in Section 5(a) will be subject to annual adjustment in future years in accordance with an agreed inflationary index. However, Tri-Sports hereby acknowledges that payments made under this Agreement are subject to annual appropriation by the City, and that the City shall only provide payments to Tri-Sports if such funds have been approved and dedicated for such a purpose in the City's annual budget. If any payment contemplated under this Agreement is not approved by the City, then Tri-Sports shall have the right to terminate the Agreement upon written notice to the City.

SECTION 6. ANCILLARY FINANCIAL MATTERS; RECORDS; REPORTS.

(a) ~~_____ (a) _____~~ Annual Financial Statements. Tri-Sports shall provide to the City complete and unredacted copies of its annual financial statements, including, but not limited to, any such statements filed or prepared for filing with the United States Internal Revenue Service and/or the State of Texas, together with any attached or referenced schedules, beginning upon the execution of this Agreement with the financial statements for Tri-Sports fiscal year ending in 2020, and for each succeeding fiscal year covered by this Agreement.

(b) Identification of Interested Persons. Tri-Sports shall also provide the number of persons receiving money from Tri-Sports and the names and city of residence of the top ten (10) persons receiving money from Tri-Sports during the prior year, as well as the names and city of residence of any officers of Tri-Sports, either current or prior, or their immediate family receiving any monies from Tri-Sports, directly or indirectly, and the amounts and purposes thereof.

(c) Maintenance of Records. Tri-Sports shall insure that Tri-Sports maintains fiscal records and supporting documents for all expenditures of funds made under this Agreement and in a manner that conforms to generally accepted accounting principles (GAAP). Tri-Sports further agrees to retain the records for four (4) years after the conclusion or termination of this Agreement.

(d) Inspection of Records. Tri-Sports shall provide the City, or any person or entity authorized by the City, including the City's auditor, upon reasonable notice (not to exceed ten (10) business days), to have the right of access to any documents, papers or other records of Tri-Sports. The right also includes time and reasonable access to Tri-Sports' personnel for the purpose of interview and discussion related to such documents.

(e) Tri-Sports' financial records shall, at no cost to Tri-Sports, be audited annually by a certified public accountant as part of the City's annual audit. The results of that audit shall be provided to Tri-Sports.

(f) Reports. In addition to the financial reports required above, Tri-Sports shall also provide the following information, to the extent that such is contained within or may be derived from the records of either Tri-Sports and/or any of its Member Organizations, to the City both (a) on or before the Effective Date of this Agreement, and (b) on or before the 1st day of the month of September immediately following the Effective Date of this Agreement:

1. the then-current number of volunteers for Tri-Sports, or any of its Member Organizations, that are residents of the City; and

2. the then-current number of participants registered with Tri-Sports, or any of its Member Organizations, that are residents of the City.

~~Maintenance of records. Tri-Sports shall maintain fiscal records and supporting documents for all expenditures of funds made under this Agreement. Tri-Sports further agrees to retain the records for four (4) years after the conclusion or termination of this Agreement.~~

~~(b) — Inspection of records. Upon reasonable notice, Tri-Sports shall provide the City, or any person or entity authorized by the City, with access to any documents, papers or other records of Tri-Sports pertaining to the expenditures of funds made under this Agreement, in order to make audits, examinations, excerpts, and transcripts.~~

~~(c) — Participation reports. Upon request, and with reasonable notice, Tri-Sports shall provide the City with its best information and/or estimates of the participation by City residents, as participants or volunteers, in the youth sports programs of the Member Organizations.~~

SECTION 7. INSURANCE.

Without limiting any other obligations or liabilities, Tri-Sports and/or its Member Organizations shall, at their own expense, procure, pay for and maintain during the term of this Agreement the minimum insurance stipulated in Exhibit A- Insurance, with companies duly licensed to write business in the State of Texas. In no case shall the payment of deductibles on any insurance policy be the responsibility of the City.

SECTION 8. INDEMNITY.

(a) Responsibility for fines and taxes. Tri-Sports and its Member Organizations shall comply with the requirements of all applicable laws, rules, and regulations in connection with the Program. Except as expressly limited by Texas law, Tri-Sports shall indemnify, defend, and hold harmless the City, its officers, agents and all employees from any and all liability, loss or damage arising from any noncompliance by Tri-Sports or its Member Organizations with such laws, rules and regulations. Tri-Sports shall assume full responsibility for any federal, state or local taxes or other financial obligations imposed or required under the Social Security, worker's compensation, and income tax laws with respect to services provided in connection with the Program.

(b) INDEMNIFICATION. TRI-SPORTS SHALL INDEMNIFY THE CITY AND ITS OFFICERS, AGENTS, AND EMPLOYEES FROM LIABILITY FOR DAMAGE OR LOSS CAUSED BY AN ACT OF NEGLIGENCE, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR ANY FAILURE TO PAY CONTRACTORS OR SUPPLIERS IN CONNECTION WITH THE PROGRAM BY TRI-SPORTS, ITS MEMBER ORGANIZATIONS OR OTHERS WITHIN THE SCOPE OF TRI-SPORTS' AGENCY OR CONTROL.

SECTION 9. MISCELLANEOUS PROVISIONS.

(a) Non-profit status. It is a material condition of this Agreement that Tri-Sports be operated as a non-profit corporation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1985, as amended and future corresponding revenue laws of the United States. If Tri-Sports' non-profit status changes during the term of this Agreement, Tri-Sports must notify the City within thirty (30) days of such change.

(b) Non-discrimination. Any member of the public who qualifies under applicable Tri-Sports' rules may participate in Tri-Sports' programs and events, and Tri-Sports shall not discriminate against any person or group because of race, color, gender, religion, handicap, age, or national origin.

(c) Force majeure. Should any Party be delayed or hindered in the performance of any obligation or duty under this Agreement because of a force majeure, then that Party shall be excused from such delay or hindrance to the extent caused by the force majeure. The term "force majeure", as used in this Agreement, includes without limitation acts of God, strikes, lockouts, other personnel disturbances or job actions, acts of the public enemy, laws, regulations, orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraining of government and people, civil disturbances, explosions, breakage or accidents to machinery or equipment, shortages of materials, equipment or supplies, or any other limitations of any Party, whether similar to those enumerated or otherwise, which are not within the reasonable control of the Party claiming such inability. If a Party is affected by strike, lockout or other personnel disturbance or job action, this Agreement does not compel the Party to acquiesce to any demand or position of any personnel or other party, it being understood that the strike, lockout, disturbance or action would be a force majeure for the duration thereof.

(d) Non-parties. This Agreement shall bind and benefit the Parties only. It shall not confer rights or benefits upon any other person or entity, except as specifically provided herein.

(e) Venue. The obligations of the Parties to this Agreement are performable in Harris County, Texas, and exclusive venue for any legal action in connection with this Agreement shall lie in Harris County, Texas.

(f) Governing law. This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of Texas, without regard to conflicts of law or choice of law principles of Texas or any other state.

(g) Independent contractor. Tri-Sports and/or its Member Organizations shall perform the work under this Agreement as an independent contractor and not as an employee of the City. The City has no right to supervise, direct, or control Tri-Sports or its Member Organizations, or their respective officers, agents, or volunteers in the means, methods, or details of the work to be performed under this Agreement. The City and Tri-Sports agree that the work performed under this Agreement is not inherently dangerous, that Tri-Sports will perform the work in a workmanlike manner, and that Tri-Sports will take proper care and precautions to ensure the safety of Tri-Sports' officers, agents, volunteers and participants. It is specifically understood that the relationship described in this Agreement between the City and Tri-Sports is contractual in nature and is not to be construed to create any legal agency,

partnership, joint enterprise or joint venture relationship between the City and Tri-Sports; nor shall one Party be liable for any debts incurred by the other Party in the conduct of such other Party's business or function.

(h) No City waiver of immunity. Notwithstanding any provision of this Agreement to the contrary, nothing in this Agreement shall constitute a waiver by the City of any provisions of applicable law relating to any immunity or defense as may be available to the City on behalf of itself, its trustees, officers, employees, and agents.

(i) Legal construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.

(j) Dispute resolution. Tri-Sports and the City desire an expeditious means to resolve any disputes that may arise between them regarding this Agreement. If either Party disputes any matter relating to this Agreement, the Parties agree to try in good faith, before bringing any legal action, to settle the dispute through a meeting of the Parties' principals or designees.

(k) Attorneys' fees. Should suit be brought by the City or Tri-Sports for breach of this Agreement or any other cause of action relating to this Agreement, the prevailing Party in such suit shall be entitled to an award of its reasonable attorneys' fees and costs.

(l) Captions and headings. The captions and headings to the various provisions to this Agreement are for convenience and reference only and shall not affect the construction of any provisions of this Agreement.

(m) Termination of prior agreements. All prior agreements between the Parties relating to the Program are terminated as of the Effective Date of this Agreement.

(n) Non-exclusive agreement. Each party acknowledges that this is not an exclusive Agreement with respect to youth sports and that each Party may contract with other parties providing same or similar services. However, by granting "priority rights" to Tri-Sports as set forth in Section 3(b), the City covenants for the term of this Agreement not to provide conflicting, equal, or greater rights or access to any other competing organization or entity.

(o) Assignment. This Agreement and the rights, duties, and obligations hereunder may not be transferred or assigned by either Party without the prior written consent of the other Party. However, for clarity, the City acknowledges and agrees that certain of the rights, duties, and obligations of Tri-Sports hereunder will be performed or exercised by or through its Member Organizations.

(p) Amendment and waiver. This Agreement may be amended or modified in whole or in part at any time only by an agreement in writing by the Parties. No waiver of any term or provision of this Agreement shall be binding unless executed in writing by the Party entitled to the benefit of the term or provision.

(q) Notices. All notices, communications, invoices and reports required or permitted under this Agreement shall be personally delivered or mailed to the respective Parties

as follows, or to such other address, whether physical or electronic, as either Party may subsequently specify in writing:

If to the City: City of West University Place, Texas
3800 University Blvd.
West University Place, Texas 77005
Attn: City Manager

With a copy to: Olson & Olson, LLP
Wortham Tower, Suite 600
2727 Allen Parkway
Houston, Texas 77019
Attention: Scott Bounds

If to Tri-Sports: West University Tri-Sports Association

P.O. Box 272012

Houston, Texas, 77277-2012

Attention: President

(r) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

(s) Special conditions. To the extent applicable under Chapter 2252, Texas Government Code, Tri-Sports certifies that, at the time of execution of this Agreement neither Tri-Sports, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapter 806 or 807 of the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code, or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term “foreign terrorist organization” in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

THIS AGREEMENT IS AGREED TO AND EXECUTED as of the__ day of _____ 2021, by Tri-Sports and the City, signing by and through their duly authorized representatives.

CITY OF WEST UNIVERSITY PLACE

**WEST UNIVERSITY TRI-SPORTS
ASSOCIATION**

By: _____

Title: _____
Date: _____

By: _____

Title: _____
Date: _____

EXHIBIT A- Insurance, attached.

Acknowledged:

West University Little League
By: _____

West University Soccer (a division of Rise Soccer Club, Inc.)
By: _____

West University Softball Association
By: _____

EXHIBIT A- INSURANCE

All insurance shall be written by an insurer licensed to conduct business in the State of Texas. Tri-Sports shall name the City as an additional Insured on Tri-Sports' general liability policy, and shall provide any defense provided by the policy. Tri-Sports shall, at its own expense, purchase, maintain and keep in force insurance that shall protect against injury and/or damages that may arise out of or result from the Program, whether caused by Tri-Sports, any agent, subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable, of the following types and limits:

1. Commercial General Liability occurrence type insurance (No "XCU" restrictions shall be applicable). Products/completed operations coverage must be included.
 - A. Bodily injury five hundred thousand dollars (\$500,000) single limit per occurrence or five hundred thousand dollars (\$500,000) each person/ five hundred thousand dollars (\$500,000) per occurrence.
 - B. Tangible Property Damage one hundred thousand dollars (\$100,000) per occurrence.
 - C. Minimum aggregate policy year limit one million dollars (\$1,000,000).
2. Contractual Liability Insurance covering the indemnity provision of this Agreement in the same amount and coverage as provided for Commercial General Liability Policy, specifically referring to this Agreement by date, job number and location.

Exhibit B

PERMIT

PERMITTEE: West University Tri-Sports Association, a Texas non-profit corporation ("Permittee"), on behalf of itself and its Member Organizations. See Agreement between the City of West University Place and West University Tri-Sports Association, dated _____, attached hereto ("Contract").

TERM OF PERMIT: See Contract.

PRIORITY USE AREAS: See Contract.

PRIORITY USE HOURS: See Contract.

PERMITTED USE: See Contract. Subject to all conditions of this permit, and subject to West University's ordinances, rules and regulations, as amended now or later, West University authorizes the Permittee to use the facilities in the Priority Use Areas during the term of this permit for the following activities only: Youth Softball, Youth Baseball, Youth Soccer, and such other activities directly associated therewith. Permittee's use of the facilities is non-exclusive, to be shared with others. Permittee shall accommodate other authorized users.

City reserves the right to schedule the use of the facilities for the purpose of City-related special events and activities as provided in the Contract, and for such other purposes required by City Council. All such use will be negotiated a minimum of sixty (60) days in advance, as to not unreasonably disrupt Permittee's activities.

Permittee shall have first priority use (as to other authorized users, casual users or unauthorized users) of the Priority Use Areas during the Priority Use Hours. Special events outside the course and scope of regular league activities will require a separate permit. Permittee must provide adult instructors or coaches with appropriate training, to be present and on duty, supervising the participants. The number of coaches or instructors must comply, at all times, with recommendations of the national governing body of the sanctioning authority for the youth sport in question.

IMPROVEMENTS: See Contract.

MAINTENANCE: See Contract.

GENERAL CONDITIONS: Permittee shall abide by West University's ordinances, rules and policies for the facilities, as amended from time to time, and shall

cause all participants in its activities to do so. Permittee is responsible for all persons it invites or admits to the facilities, and Permittee will pay for any losses or damages caused by them (or by Permittee). Permittee has inspected the facilities and accepts them "as is." Permittee shall not cause any unreasonable adverse effect on others, including, for example: effects of noise, vibration, odors, fumes, visual intrusions, flooding, congestion, vehicular traffic, and "spillover" parking of vehicles. Permittee shall not alter the facilities, except as authorized in this permit (per the Improvements and Maintenance sections).

Permittee shall not cause any nuisance or health hazard. This permit does not grant any property right or vested right of any kind. This permit is not assignable.

Public Address System: Tri-Sports will be required to comply with the City's existing Noise Ordinance (including, but not limited to, **Chapter 54 Offenses And Miscellaneous Provisions, Article II. Noise. Section 54-41 Enumeration of specific noises (2)b.**)

Field Lighting Systems: The use of the field lights may not go beyond 10:00 p.m. during regular league play, unless otherwise authorized by the City Liaison; provided however, that during the Little League Baseball summer all-star tournaments, no new inning shall begin after 11:00 pm. Such authorizations will be typically restricted to post season tournaments. Tri-Sports will provide the City Liaison with the phone access code to the lighting systems at the West University Elementary School and the West University Place Recreation Center.

OTHER CONDITIONS: See Contract.

ATTACHMENTS: See Contract. Additionally, arrangements may be made on an as needed basis for Permittee's use of meeting rooms in the West University Place Community Building, Scout House, and Recreation Center, when available and not scheduled for paid programs and activities.

SIGNATURES:

WEST UNIVERSITY TRI-SPORTS ASSOCIATION

By: _____

Name: _____

Title: _____

CITY OF WEST UNIVERSITY PLACE

By: _____

Name: _____

Title: _____



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.2021	Agenda Item	9
Approved by City Manager	N/A	Presenter(s)	T. Gilliam, City Secretary
Reviewed by City Attorney	N/A	Department	Administration
Subject	Nominating Candidate for the Harris County Appraisal District Board of Directors		
Attachments	1. Resolution 2. Letter from Candidate Mike Sullivan		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

As a taxing unit of Harris County, the City of West University Place participates in the selection of the Harris County Appraisal District's Board of Directors. Each city council of cities other than Houston casts a single vote and the candidate who receives the most votes is appointed.

The appraisal district is responsible for determining property values in the county for ad valorem tax purposes. The board of directors is the governing body for the district, employs the chief appraiser, sets general policies and adopts the budget for the district.

Mike Sullivan is the current representative for cities and towns other than Houston and has requested your nomination for reappointment (see attached). Council can approve a resolution with Mike Sullivan as its nomination or it has the option of submitting a candidate of its choosing for nomination.

Recommended Action

Staff recommends approval of a resolution casting the City's vote for Mike Sullivan to serve on the Board of Directors as a representative of the City Councils of the cities other than Houston for the period beginning January 1, 2022 and ending December 31, 2023.

City of West University Place
Harris County, Texas

RESOLUTION NUMBER XXXX-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, NOMINATING A CANDIDATE FOR A POSITION ON THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT

WHEREAS, those cities and towns other than the City of Houston within the Harris County Appraisal District have the right and responsibility to elect one person to the board of directors of the Harris County Appraisal District for a term of office commencing on January 1, 2022, and extending through December 31, 2023; and

WHEREAS, this governing body desires to exercise its right to nominate a candidate for such position on said board of directors; now, therefore

BE IT RESOLVED BY THE CITY COUNCIL OF WEST UNIVERSITY PLACE, TEXAS:

Section 1. That the facts and recitations set forth in the preamble of this resolution be, and they are hereby, adopted, ratified, and confirmed.

Section 2. That Mike Sullivan, 4811 Shore Hills Drive, Kingwood, Texas 77345, 512-501-1555, be, and he is hereby, nominated as a candidate for that position on the board of directors of the Harris County Appraisal District to be filled by those cities and towns other than the City of Houston within the Harris County Appraisal District for a two-year term of office commencing on January 1, 2022. All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of the conflicts only.

Section 3. That the presiding officer of the governing board of this taxing unit be, and she is hereby, authorized and directed to deliver or cause to be delivered a certified copy of this resolution to the chief appraiser of the Harris County Appraisal District no later than October 15, 2021.

PASSED AND APPROVED this 27th day of September, 2021.

ATTEST:

SIGNED:

Thelma A. Gilliam, City Secretary

Susan V. Sample, Mayor

(SEAL)

RECOMMENDED BY:

APPROVED AS TO FORM:

David J. Beach, City Manager

Scott Bounds, City Attorney, Olson and Olson, LLP

RECEIVED
9/14/2021

tag

Mike Sullivan
Chairman, Harris County Appraisal District

[REDACTED]

September 14, 2021

The Honorable Susan Sample
Mayor, City of West University Place
3800 University Blvd.
West University, TX 77005

Re: Harris County Appraisal District Board of Directors

Dear Mayor Sample:

It has been an honor to serve as your representative on the Harris County Appraisal District Board of Directors. Of the six Directors, I was elected to serve "cities and towns other than Houston", and I take that responsibility seriously. My term ends December 31st, 2021, and I am writing to ask you and your city to pass a Resolution nominating me to serve another two-year term.

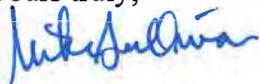
During my time on the HCAD board, I have worked hard to ensure that your voice was heard, that budgets are kept in check, and to keep you updated with data, timelines, and maps. Going forward, I pledge to do the same, and to be accessible to you, your city council, and city staff.

HCAD mailed a packet to your city, and in it were details as to the nomination process, timelines, and a sample Resolution for your use. However, I want to highlight that nominations (by Resolution) are due by October 15, 2021. If unable to locate the HCAD packet, please let me know and I will have another sent to you.

I respectfully request that you and your city council nominate me for another two-year term on the HCAD Board of Directors. My previous service on the Board, as Harris County Tax Assessor-Collector, and in the private sector have given me broad experiences that translate to important and effective service on the board.

Please contact me if you have any questions, or if I can answer any questions.

Yours truly,



Mike Sullivan,
Chairman, Harris County Appraisal District

(Not printed or mailed at taxpayer expense)



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.2021	Agenda Item	10A
Approved by City Manager	N/A	Presenter(s)	T. Gilliam, City Secretary
Reviewed by City Attorney	N/A	Department	Administration
Subject	City Council Meeting Minutes		
Attachments	Minutes		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

Approve City Council Minutes of September 20, 2021.

Recommended Action

Staff recommends approval of the September 20, 2021 Council Meeting Minutes.



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Montgomery, Mayor Pro Tem
John P. Barnes, Councilmember
Melanie Bell, Councilmember
Shannon Carroll, Councilmember

STAFF

David J. Beach, City Manager
Scott Bounds, Olson and Olson, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL MEETING MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular meeting on **Monday, September 20**, at **6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, for the purpose of considering the agenda of items listed. The meeting was held in person, but the public was also able attend via Zoom.

Agenda of as follows:

WORKSHOP (6:00 p.m.)

1. Call to Order/Roll Call

Mayor Sample called the workshop to order at 6:00 p.m. In attendance were Mayor Pro Tem Montgomery, and Councilmembers Barnes and Carroll. Councilmember Bell was absent for the workshop.

Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, and Public Works Director Barrera

Ngoc Le, Project Manager with HDR Engineering, also attended.

2. Preliminary Engineering Report (PER) – East Drainage Update

Matters related PER-East. *Mr. Gerardo Barrera, Public Works Director*

Public Works Director Barrera spoke to say that this is the final scheduled workshop for this project and then called on Ms. Ngoc Le, Project Manager with HDR Engineering, to give the presentation. Ms. Ngoc reviewed the workshop agenda, with discussion, as follows:

- Recap of HDR Presentation to Council at the June 2021 Workshop
 - Presentation provided an overview of project scope and purpose.
 - Survey and geotechnical investigation are complete.
 - Pipe sizes recommended by the HT&J drainage study provided basis for design that would provide a 50-year level of service.
 - A preliminary layout of the proposed storm sewer alignment showing notable potential conflicts.
 - Removal of inverted siphon at the Duke-Brompton intersection.
 - Discussed tree protection and construction phasing.

- Proposed Flow Control Devices and Locations
 - In-line flow control devices were utilized to mitigate potential drainage impacts. Note: Drainage impact could be done by detention or by flow control devices. Flow control devices are being proposed because there are no available detention options.
 - HDR determined sizing and placement of flow control devices in the proposed storm sewer system.
 - There are four proposed flow control devices:
 - East side of Duke outfall at Buffalo Speedway
 - East side of University outfall at Buffalo Speedway
 - West side of Wakeforest outfall at University
 - West side of University outfall at Kirby
 - Flow controls can be removed when detention becomes available.
- Street Widening Review
 - HDR team and City staff walked the project site on July 29, 2021 to evaluate potential widening of the East Side PER streets.
 - Street widening is not feasible along University Boulevard, Rice Boulevard, and Wakeforest Avenue due to potential impacts to the mature trees in the area.
 - Duke Street can be widened by 3 feet along the south side of the road on the block between Buffalo Speedway and Vanderbilt Street.
 - There are no trees located within the right-of-way on that side of the road.
 - Street widening would impact trees along the remainder project area of the Duke right-of-way.

Mayor Pro Tem Montgomery asked why HDR would want to widen Duke Street and Ms. Le said they looked at this as requested by staff, which City Manager Beach confirmed because widening the street could help with street parking, etc. Mayor Pro Tem Montgomery confirmed with City Manager Beach that looking at widening the street was not because of drainage.

- Opinions of Probable Construction Cost
 - The following costs include the replacement of the full roadway section for a total of \$13,230,000.
 - University Boulevard (\$5,260,000)
 - Duke Street (\$2,710,000)
 - Rice Boulevard (\$1,860,000)
 - Wakeforest Avenue – North of University (\$2,410,000)
 - Wakeforest Avenue – South of University (\$990,000)
 - City is considering a bond election for this project in the fall of 2022 or spring of 2023, so escalation is included in the costs.

Mayor Pro Tem Montgomery asked if the costs for Duke Street includes the cost of widening Duke and what would the cost be if widening the street was not included in the project. Ms. Le said costs for Duke Street does include the cost to widen the street, which is approximately \$30,000.

In response to Councilmember Carroll's question as to the bond amount, City Manager Beach said staff will come back before Council for consideration to issue design contracts for PER East and PER West and based upon the numbers for those contracts, Council will decide at that time if it wants to move forward with the bond program. He said between the two sides, the estimate could be in the \$50 to \$60 million range.

In a follow-up question pertaining to the reason for looking into widening Duke Street, Councilmember Barnes asked if there is current data showing that cars and/or emergency

vehicles are having trouble going up and down that section of the road. Mr. Beach said Fire Chief Taylor would say he is not aware of any delays and that the Fire Department has been able to meet service demand.

Mr. Beach pointed out that the consultant was asked to look at the potential of widening streets while the streets were being “touched” as it would probably be another 50 years or so before they are “touched” again. He said there has been no decision to widen any of the roads. He said the goal was to look at the prospects of widening roads to see if it would make sense to do.

Mayor Sample asked how many acre-feet of detention would the City need to offset this project. Ms. Le said base on a drainage study for the entire City, the City needs 260 acres and said she does not have the information on hand for the amount needed for this project only. City Manager Beach said he would get that information from the files for Council.

- Recommendations
 - HDR recommends that the City proceed with the storm sewer improvements on the four identified streets with the pipe sizes recommended by the HT&J drainage study.
 - Proposed in-line flow control devices to mitigate the proposed drainage improvements to the downstream receiving systems.
 - Staff provided recommendation for full width pavement replacement for uniform look and not have aging differences between the pavements.
 - Protective measures will be utilized to minimize potential construction impacts to trees.

City Manager Beach mentioned that Councilmember Bell inquired about the difference between half-street replacement and full-street replacement. Mr. Beach said currently the streets are approximately 20-years-old, so staff looked at full replacement because by the time the has completed this construction and implementation there will be about 20 to 25 years left on the existing roads, and the design standards are/will be different.

- Next Steps
 - Incorporate options for traffic calming measures provided by City’s traffic engineer
 - Finalize PER based on City’s comments by November 2021
 - Award contract for final design phase by December 2021

Mayor Pro Tem Montgomery asked Ms. Le if there is an estimate of cost to dig up the streets to remove the restrictors. Ms. Le said the restrictors are placed in junction boxes, so if the City gets detention and needs to remove the restrictors, it just has to remove the restrictors from the junction boxes without having to dig up streets. Ms. Le said the same type junction boxes are being proposed for the Buffalo Speedway project, as well.

After the presentation, Mr. Beach informed Council that the report will be finalized and placed on a meeting agenda for later this year for consideration on a design contract.

At this time, Mayor Sample allowed a comment from the public due to the comment pertaining to the workshop item.

Jay Steinfield, 6402 Vanderbilt and Duke, spoke regarding the project. He said if Duke is widened by 3 feet, a large Live Oak would be adversely affected. He said when he and his wife bought the house, the tree was pathetic and they have spent money watering it, fertilizing it, and pruning it to bring it back to health and said it is now flourishing and it would be a shame to lose that tree. Mr. Steinfield said there are already safety issues on the street and if it is widened it would be more traffic, unsafe, less trees, and \$2.7 million in funds.

3. Adjourn Workshop

At 6:20 p.m., Councilmember Barnes moved to adjourn the workshop. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Carroll
Noes: None
Absent: Bell

Audio of the workshop in its entirety is temporarily on the City's website. If the audio is no longer on the website, you can obtain a copy from the City Secretary's office.

REGULAR MEETING (6:30 PM)

4. Call to Order/Roll Call

Mayor Sample called the workshop to order at 6:30 p.m. In attendance were Mayor Pro Tem Montgomery, and Councilmembers Barnes, Bell and Carroll.

Staff in attendance were City Manager Beach, City Secretary Gilliam, and Public Works Director Barrera, Finance Director DuBose, Fire Chief Taylor, Assistant to the City Manager Thompson,

5. Pledge of Allegiance

Mayor and Council led the Pledge of Allegiance.

6. Proclamation in Honor of John Neighbors

Matters related to proclaiming September 20, 2021 as John Neighbors Day in West University Place.
Mayor Susan Sample

Mayor Sample read a Proclamation and, on behalf of City Council, proclaimed September 20, 2021 as John Neighbors Day.

7. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

Jay Steinfield, 6402 Vanderbilt, spoke during the workshop, so did not speak again.

Alida Drewes, 6112 Fordham, spoke regarding various topics, including senior discounts on fees, closed caption on communication system, and defunding West U Police.

8. Public Hearing on the 2022 Budget

Matters related to a Public Hearing on the City's 2022 Annual Budget. *Recommended Action: Hold public hearing on the 2022 Annual Budget.* **Ms. Katherine DuBose, Finance Director**

Finance Director DuBose presented and said the hearing on the 2022 proposed budget is being held in compliance with Section 102.006 of the Texas Local Government Code, which requires a municipality to hold a public hearing on the budget no less than 15 days after being filed with the City Secretary and before adoption. The proposed budget was submitted to the City Secretary on August 27, 2021, and adoption is scheduled for September 27, 2021.

Ms. DuBose gave a presentation to Council with the following Budget **highlights**:

Revenue:

- Proposed Tax Rate for the 2022 Budget is \$0.278522 per \$100 assessed value, which is \$0.015544 less than the current property tax rate.
- 3% increase to Solid Waste rates
- No Water and Sewer rate increase for 2022, but there are plans for a rate study, so there may be an increase in 2023.

General Fund Revenue:

- Alarm Monitoring (DirectLink) revenue decreased by \$237,200 compared to 2021 budget
 - Offset with corresponding reduction of expense in the Police budget
- Parks & Recreation revenue increased by \$172,600 compared to 2021 budget
 - Due to increased participation levels after the onset of COVID
- Public Works revenue increased by \$160,800 compared to 2021 budget
 - Due to increased activity and proposed fee increases
- Earnings on Investments decreased by \$71,500 compared to 2021 budget
 - Due to the decline in interest rate – currently earning 0.041%

General Fund Expenditures:

- General Fund expenditures increased by \$229,930 over the 2021 budget
- Personnel cost increased \$315,730
 - Step Program for Public Safety Personnel – \$145,850
 - Animal Control & Parking Enforcement Officer – \$81,850
 - Increase in Part-Time Wages – \$36,000
- Operating costs decreased \$85,800

Water and Sewer:

- Revenue
 - Increase in Water Revenue (\$50,000)
 - Decrease in Sewer Revenue (\$130,000)
- Expenditures
 - Estimated rate increase for City of Houston surface water (\$150,000)
 - Condition Assessment for Milton and Wakeforest Water Plants (\$75,000)
 - Water and Sewer Rate Study (\$50,000)
 - Transfer data from Customer Connect to Customer Portal (\$28,500)

Solid Waste:

- Revenue
 - Additional revenue due to 3% rate increase (\$76,000)
- Expenditures
 - Increase in Vehicle Maintenance (\$17,000)
 - Decrease in other equipment (\$20,000)
 - Replacement of cart tipplers for solid waste trucks completed in 2021

Technology Management:

- Expenditures
 - Personnel savings due to filling vacancies (\$55,000)
 - Increase in Hardware & Software Maintenance Contracts (\$64,200)

- o Increase in Telecommunications, Data & Radio (\$60,500)
- o Increase in Transfer to Asset Replacement Fund (\$87,400)

Ms. DuBose also reviewed the Vehicle Replacement Fund, Asset Replacement Fund, Capital Project Fund, Transportation Improvement Fund, and the Water and Sewer Capital Projects Fund.

At the conclusion of Ms. DuBose's presentation, Mayor Sample opened the public hearing, and with no comments from the public, Mayor Sample closed the hearing.

9. COVID-19 Update and Hurricane Nicholas Response

Matters related to COVID-19 and the City's response to Hurricane Nicholas. *Recommended Action: Discuss and take any desired action. Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator*

Fire Chief Taylor provided the following reports:

COVID-19 Update

- In Texas, as of the past Saturday, 11,200 new cases were reported.
- Regionally, cases are decreasing, but there are still hotspots throughout Texas.
- COVID hospitalization for the City's trauma service area has decreased to 18.55 percent.
- Positivity rate in Texas is 16 percent, Harris County is 15.8 percent, and the Texas Medical Center is 10.6 percent.
- The Texas Medical Center is reporting that it is at 87% of the combined Phase I and Phase II capacities.
- Harris County Public Health data indicate that West U has had a total 730 cases – 690 have recovered, 36 are active and a range of 0 to 5 fatalities.
- Harris County Public Health data shows that 61.8 percent of the population has received at least one dose of the vaccine and of the eligible population (ages 12 and up) 74.9 percent has received at least one dose.

Hurricane Nicholas Update

- City received just under 3 inches of rain and no reports of flooding.
- Between Monday night and Tuesday morning, there were winds of up to 56 miles per hour, which caused some tree debris.
- Thirteen locations reported tree debris blocking public right-of-ways. City crews went out, assessed the situation and removed any debris from the public right-of-ways.
- Governor Abbott filed a state Disaster Declaration, which includes Harris County, but as of yet, a Presidential Declaration has not been issued, which is needed for the City to be able to seek reimbursement funding.

10. Ordinance Approving Adoption of Fee Schedules by Resolution

Matters related to the first reading of an ordinance approving adoption of the City's fee schedules by resolution. *Recommended Action: Approve ordinance to adopt the City's fee schedules by resolution on the first of two readings. Ms. Katherine DuBose, Finance Director*

Finance Director DuBose presented and noted that historically, fee schedules have been approved by ordinance, which requires two readings. She said because fee schedules are considered more of an administrative action rather than a legislative action, it is being recommended by staff that future fee schedules be adopted by resolution.

City Manager Beach said if Council approves this ordinance on second reading at its next meeting, the fee schedule will come before Council in October for approval by resolution. He said Council typically

discusses fees during the budget process for public comments, so there should be no shock to the public when there are changes to the City's fees.

Councilmember Barnes moved to approve the ordinance on the first of two readings to adopt the City's fee schedule by resolution. Councilmember Bell seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

11. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Meeting Minutes

Approve City Council Minutes of August 23, 2021 and Special Meeting Minutes of August 24, 2021, August 25, 2021, August 26, 2021, September 2, 2021, September 8, 2021, and Budget Workshop of September 11, 2021. *Recommended Action: Approve all sets of City Council Minutes.* **Ms. Thelma Gilliam, City Secretary**

B. Resolution Approving Appointments of Members to the 2021-2023 Boards, Commissions, and Sustainability Task Force

Matters related to approving resolutions appointing members to the various boards and commissions and the sustainability task force. *Recommended Action: Approve the resolution appointing members to the 2021-2023 boards, commissions, and sustainability task force.* **Ms. Thelma Gilliam, City Secretary**

Councilmember Barnes moved to approve the Consent Agenda as presented. Mayor Pro Tem Montgomery seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

12. Adjourn Regular Meeting

With no other business before the Council, Councilmember Bell moved to adjourn the regular meeting at approximately 7:05 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

Audio of the meeting in its entirety is temporarily on the City's website. If the audio is no longer on the website, you can obtain a copy from the City Secretary's office.

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved: _____



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.2021	Agenda Item	10B
Approved by City Manager	Yes	Presenter(s)	K. DuBose, Director
Reviewed by City Attorney	Yes	Department	Finance
Subject	Ordinance Approving Adoption of Fee Schedules by Resolution		
Attachments	Ordinance		
Financial Information	Expenditure Required:		None
	Amount Budgeted:		None
	Account Number:		None
	Additional Appropriation Required:		None
	Additional Account Number:		None

Executive Summary

Historically, the City has adopted its fees, charges, penalties, and costs (the “Fee Schedule”) by ordinance as a legislative action. Unless an emergency, adoption and revisions of ordinances require two readings. In Staff’s opinion, the adoption of the Fee Schedule is an administrative act that can be done by resolution, eliminating the requirement for two readings.

In addition, adopting the Fee Schedule by resolution eliminates the requirement to publish the ordinance before it becomes effective, thereby saving the City costs for publication fees.

To effectuate the change from adopting the Fee Schedule by ordinance to resolution, the City Council must first adopt an ordinance stating that the City shall adopt any future changes to the Fee Schedule by resolution. This will allow greater flexibility for Council and Staff to make decisions regarding the fees the City charges.

City Council approved the first reading of this ordinance at its September 13, 2021 meeting.

Recommended Action

Staff recommends that City Council approve the ordinance to adopt the City’s fee schedules by resolution on the second and final reading.

City of West University Place
Harris County, Texas

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, AUTHORIZING THE CHANGE OF FEES, CHARGES, COSTS, AND OTHER EXPENSES CHARGED BY THE CITY FOR ACTIVITIES, PERMITS AND OTHER MATTERS BE MADE BY RESOLUTION; AND MAKING OTHER FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

Whereas, the City Council has previously adopted various fees and charges by Ordinance, which may generally be found in Appendix E- Fees and Charges Schedule, attached to the City's Code of Ordinances; and

Whereas, the City Council finds that the amendment of such fees is an administrative task that does not require legislative action; and

Whereas, the City Council desires to permit future changes in the amount of those fees and charges to be done by resolution of the City Council;

Now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS THAT:

Section 1. City of West University Place Fee Schedule - Amendments. The City Council of the City of West University Place, Texas, hereby authorizes and directs that future administrative changes to the amount of the fees, charges, costs and other expenses charged by the City of West University Place for activities, permits and other matters, including the Fees and Charges shown in Appendix E attached to the City's Code of Ordinances, be made by resolution of the City Council.

Section 2. Severability. If any provision of this ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of this ordinance shall continue in full force and effect the same as if such invalid or unconstitutional provision had never been a part hereof.

Section 3. Effective Date. This ordinance takes effect immediately upon its passage and adoption on second reading.

PASSED, APPROVED AND ADOPTED ON FIRST READING on the 20th day of September, 2021.

PASSED, APPROVED AND ADOPTED ON SECOND READING, AND SIGNED, on the _____ day of _____, 2021.

Attest:

Signed:

City Secretary (Seal)

Mayor

Recommended:

City Manager

Approved as to form: By:

Olson & Olson, LLP, City Attorney



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	09.27.2021	Agenda Item	10C
Approved by City Manager	N/A	Presenter(s)	Donna LaMond, Director, FWUP
Reviewed by City Attorney	N/A	Department	Parks
Subject	Appoint Member to the Friends of West U Parks Board		
Attachments	Resolution		
Financial Information	Expenditure Required:		None
	Amount Budgeted:		None
	Account Number:		None
	Additional Appropriation Required:		None
	Additional Account Number:		None

Executive Summary

The Friends of West University Parks Fund Board (Board) is requesting approval of the appointment of Chandradev Mehta to replace Stephen Jacobson in Position 10. The Executive Committee of the Board has approved the appointment.

Recommended Action

The Friends of West University Parks Fund recommends Council approve the appointment of Chandradev Mehta to Position 10 on the Board with a term beginning September 27, 2021 and expiring August 31, 2024.

City of West University Place
Harris County, Texas

RESOLUTION NUMBER XXXX-XX

A RESOLUTION APPOINTING MEMBER TO THE BOARD OF THE FRIENDS OF WEST UNIVERSITY PARKS FUND, INC., A NON-PROFIT CORPORATION

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE:

Section 1. That the following member is appointed to serve as a member on the Board of the Friends of West University Parks Fund, Inc., a non-profit corporation, for the specific terms of the specific positions indicated below:

<u>APPOINTEE</u>	<u>EFFECTIVE DATE</u>	<u>POSITION</u>	<u>TERM ENDING</u>
Chandradev Mehta	September 27, 2021	Position 10	August 31, 2024

Section 2. All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of the conflicts only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this resolution or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of this resolution and the application of such word, phrase, clause, sentence, paragraph, section or other part of this resolution to any other persons or circumstances shall not be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this resolution was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

PASSED AND APPROVED this 27th day of September, 2021.

ATTEST:

SIGNED:

Thelma A. Gilliam, City Secretary

Susan V. Sample, Mayor

(SEAL)

RECOMMENDED BY:

APPROVED AS TO FORM:

David J. Beach, City Manager

Scott Bounds, City Attorney, Olson and Olson, LLP