AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, July 6, 2021
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
6:30 PM

Members of the public may watch the meeting at:

https://www.youtube.com/channel/UC3OGBV_IoV0Nr3AqM1jJTzA

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **INVOCATION**

IV. **PLEDGE OF ALLEGIANCE**

V. **PUBLIC HEARING**

1. **Public Hearing On The Proposed 2021 Five-Year Capital Improvement Plan**

   Documents:

   EXSUMMARY - 5YRCP HEARING.PDF

VI. **PUBLIC COMMENT**

Individuals may request to speak on items on the agenda, and items not on the agenda, by requesting to speak during the meeting and under "PUBLIC COMMENT" and will be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts or information for Council, to the City Secretary prior to commencement of the Council meeting. Speaker comments are limited to three (3) minutes.

No formal action can be taken by the City Council on items not posted on the agenda. Items requiring a Public Hearing will allow a member of the public an opportunity to speak during the Public Hearing and does not require submission of a "PUBLIC COMMENT FORM." Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or member of Staff. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any Council Member, member of Staff, other individual or group.

VII. **PRESENTATION**

1. **Proclamation July National Parks & Recreation Month**

   Documents:

EXECUTIVESUMMARYPROCLAMATIONPARKSRECMONTH.PDF
PARKS AND RECREATION MONTH PROCLAMATIONJULY 2021.PDF

2. **Annual Audit Report For The Period Ending September 30, 2020 By BrooksWatson &Co. PLLC**

   Documents:

   EXSUM ANNUAL AUDIT PRESENTATION 2020.PDF

VIII. CITY MANAGERS REPORT

1. **General Activity Report And/Or Project Update**

   Documents:

   EXSUMMARY - GENERAL ACTIVITY REPORT.PDF

IX. CONSENT AGENDA

All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of theses items unless a council member removes an item from the Consent Agenda and places it on the New Business section for Discussion and action.

1. **City Council Regular Meeting Minutes - June 15, 2021**

   Documents:

   EX SUMMARY CITY COUNCIL MEETING MINUTES.PDF
   6-15-21 CITY COUNCIL MINUTES.PDF

2. **AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTY FOR A LIMITED PURPOSE ANNEXATION TO CITY COUNCIL WARD AREA NO. 3; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.**

   Documents:

   COUNCIL COVERSHEET.PDF
   WARD ASSIGNMENT ORDINANCE.PDF
   EXHIBIT A.PDF

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES AND CONTRACT ADMINISTRATION RELATED TO THE ELGIN 2ND STREET ELEVATED WATER TANK; ELGIN OAKS ELEVATED WATER TANK AND TWO WATER PLANT GROUND STORAGE TANKS REPAINT PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO**

   Documents:

   EXSUM-2ND STREET ELEVATED TANK AND WATER PLANT GROUND STORAGE TANKS REPAINT.PDF
   RES TRC ENGINEERS ELEVATED WATER STORAGE TANK AND GST.PDF
   ATTACHMENT.PDF
   PROPOSAL-ELGIN MULTIPLE TANKS REPAINT -ENGINEERING

SERVICES.PDF

4. **A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF A GRANT MANAGEMENT SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM).**

   Documents:

   EXSUMMARY AWARD TX-HMA GRANT ADMINISTRATION BID.PDF
   GRANT MANAGEMENT SERVICE CONTRACT RESOLUTION.PDF

5. **A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF AN ENGINEERING SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM)**

   Documents:

   EXSUMMARY AWARD TX-HMA ENGINEERING BID.PDF
   RES AWARD ENGINEERING SERVICE TX HMA GRANT.PDF

6. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING OFFICIAL SIGNATORIES FOR ALL CITY ACCOUNTS WITH THE CITY BANK DEPOSITORY FIRST NATIONAL BANK, OF ELGIN, TEXAS**

   Documents:

   EXSUMMARY COVER SHEET CHANGE OF SIGNATORS, FIRST NATIONAL BANK.PDF
   RESOLUTION AUTHORIZING SIGNATURES ON CITY BANK ACCOUNT 7-6-2021.PDF

7. **Request For Street Closures For The 34th Annual Hogeye Festival October 21-23, 2021.**

   Documents:

   EXECUTIVE SUMMARY SHEET HOGEYE FESTIVAL STREET CLOSURES21.PDF
   HOGEYE 2021 TCP.PDF

8. **Request To Waive Open Container Ordinance October 21, 22 And 23 For The 34th Annual Hogeye Festival.**

   Documents:

   EXECUTIVE SUMMARY SHEET HOGEYE FESTIVAL OPEN CONTAINER REQUEST21.PDF

9. **Resolution For Agreement With Texas Department Of Transportation For Temporary Street Closure For The Hogeye Festival**

   Documents:

   EXECUTIVE SUMMARY SHEET TXDOTAGREEMENTHOGEYE21.PDF
   RES HOGEYE.PDF

TEA30A_CLOSURE_INCORPORATEDHOGEYE.PDF
HOGEYE 2021 TCP.PDF

X. NEW BUSINESS

1. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS STATING SUPPORT FOR THE CITY MANAGER AND/OR TRC ENGINEERS INC. TO CONTINUE TO COMPLETION ENGINEERING PLANS AND CONSTRUCTION DOCUMENTS RELATING TO THE COUNTY LINE ROAD ROADWAY AND DRAINAGE PROJECT, PHASE 1 AND MAKING CERTAIN FINDINGS RELATED THERETO**

   Documents:

   EX SUMMARY - TRC COUNTY LINE RD CONTINUE.PDF
   RESOTRCCOUNTYLINERDONE721.PDF
   MEMCLRFUND621.PDF
   MEMCLRROW6321.PDF

2. **AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORGINALLY ADOPTED BY ORDINANCE NO. 2020-09- 08-26 ADOPTED SEPTEMBER 8, 2020; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

   Documents:

   EXSUMBUDGET AMENDMENT.PDF
   ORD AMENDING FY 2021 ALL FUNDS.PDF

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO AWARD A BID FOR THE CITY OF ELGIN POLICE DEPARTMENT MOLD REMEDIATION AND REMOVAL SERVICES PROJECT TO __________________________; AND MAKING CERTAIN FINDINGS RELATED THERETO**

   Documents:

   EX SUMMARY PD.PDF
   RESAUTH EPDRMOLD721.PDF

XI. EXECUTIVE SESSION

The City Council may announce that it will adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code.

XII. RECONVENE

The City Council will return to open session for possible discussion and action as a result of the Executive Session

XIII. ANNOUNCEMENTS

XIV. ADJOURMENT

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512)229-3222. Please provide forty-eight hours notice when feasible.

I, Jennifer Stubbs, City Secretary for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before Friday, July 2, 2021, in accordance with Chapter 551 of the Texas Government Code.

____

Jennifer Stubbs, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Public Hearing on the Proposed 2021 Five-Year Capital Improvement Plan

DEPARTMENT: City Manager

PROPOSED ACTION:

No Council action proposed or requested at this time; This item is to allow for public comments on the proposed 2021 Five-Year Capital Improvement Plan (5YRCP) prior to its consideration for adoption by the City Council.

BACKGROUND:

Discussed at previous meetings; This hearing was scheduled as part of the 2021 Budget Development Calendar and represents a formative step in the final development of the FY21-22 Annual Budget.

The 5YRCP is a comprehensive financial planning document describing all currently proposed capital expenditures within all city departments and operations for each of the next five years. The 5YRCP is designed to provide operations managers with the opportunity to look beyond the standard 12-month governmental funding cycle; while also providing Council and the administration with information necessary to achieve effective long-term financial planning.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None *(Council has already been provided copies of the proposed 2021 5YRCP, which are available for review by the public at City Hall or the Elgin Public Library; or on the city's website).*

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: PROCLAMATION NATIONAL PARKS & RECREATION MONTH.

DEPARTMENT: Community Services

PROPOSED ACTION: Approve proclamation for National Parks & Recreation month and have a photo with volunteers.

BACKGROUND:
July is National Parks & Recreation month. The City of Elgin provides activities and events in parks and at the Elgin Recreation Center as well as maintaining acres of park lands for the community's benefit. The proclamation provides more details.

BUDGET/FINANCIAL IMPACT:
Funding for this item was {X} included { } not included in the current-year budget {} N/A

RECOMMENDATION: .

ATTACHMENTS:
{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{X } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

National Park and Recreation Month Proclamation

WHEREAS parks and recreation is an integral part of communities throughout this country, including the City of Elgin and surrounding Bastrop County; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining quality of life, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS the City of Elgin has five city parks, the oldest established in 1913 by the Women's New Century Club; parkland and open space encompasses over 120 acres including sports courts, fields, playgrounds, walking paths, pond, concession stands, and picnic areas; and

WHEREAS the City of Elgin, Texas has three facilities including a Recreation Center/Emergency Shelter, Community Center and public pool; and

WHEREAS the City of Elgin Parks & Recreation Department supports the community by implementing award winning programs and events recognized at the State and Local levels for the past 3 years; and

WHEREAS the City of Elgin Parks & Recreation Department partners with local non-profit organizations to support the health and wellbeing of all members of our community; these partners include, but are not limited to, Down Home Ranch, Ranch House Recovery, Advocacy Outreach, Drive-A-Senior, Elgin WellMed; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife that provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS City of Elgin, Texas recognizes the benefits derived from parks and recreation resources; and

NOW THEREFORE, I, Mayor of the City of Elgin, do proclaim June 2021 as National Park and Recreation Month, and call upon the people of Elgin to join their fellow citizens across the United States in recognizing and participating in this special observance.

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Ron M. Ramirez, Mayor

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Presentation of the Annual Audit Report for the period ending September 30, 2020 by BrooksWatson &Co. PLLC

DEPARTMENT: Finance

PROPOSED ACTION: This item is for formal presentation of the Annual Audit Report for the fiscal year ending September 30, 2020.

BACKGROUND: In compliance with State Law and the Elgin City Charter, the City's external auditor has reviewed and audited the financial statements of governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Elgin as of and for the year ended September 30, 2020 and related notes to the financial statements, which collectively comprise the City's basic financial statements of said report.

In the auditor's opinion, "the financial statements referred to above, present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Elgin September 30, 2020 and the respective changes in financial position and, where applicable, cashflows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America".

BUDGET/FINANCIAL IMPACT: Funding for this item was { } included { } not included in the current-year budget {x} N/A

RECOMMENDATION: Recommended for acceptance

ATTACHMENTS: Management letter; A Copy of Annual Finance Report and Audit for 2020 will be distributed at the meeting.

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} The Auditor will provide brief comments and answer questions on this item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: General Activity Report and/or Project Update

DEPARTMENT: City Manager/Staff

PROPOSED ACTION:
No Council action proposed or requested; This item is to allow for general update and/or activities report relating to various on-going city projects or issues.

BACKGROUND:
This item is to provide opportunities for miscellaneous updates and comments by the staff; and general Q&A with the City Council relative to on-going projects and/or issues.

BUDGET/FINANCIAL IMPACT:
Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION:
N/A

ATTACHMENTS:
None.

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{X} Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: City Council Meeting Minutes- June 15, 2021.

DEPARTMENT: Administration

PROPOSED ACTION: N/A

BACKGROUND: Review and approve the City Council Meeting Minutes- June 15, 2021.

BUDGET/FINANCIAL IMPACT:
Funding for this item was {} included { } not included in the current-year budget {X} N/A

RECOMMENDATION:
Approval of the City Council Meeting Minutes- June 15, 2021.

ATTACHMENTS:
City Council Meeting Minutes- June 15, 2021.

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{ X } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

MINUTES
ELGIN CITY COUNCIL REGULAR MEETING
ELGIN PUBLIC LIBRARY ANNEX CITY COUNCIL CHAMBERS
404 NORTH MAIN STREET
JUNE 15, 2021

CALL TO ORDER

Mayor Ramirez called the meeting to order at 6:30 p.m.

ROLL CALL

Present: Ron Ramirez, Mayor
Sue Brashar, Mayor Pro Tem
Arthur Gibson III, Council Member
Jessica Bega, Council Member
Skyler Maldonado, Council Member
Thomas Ibis, Council Member
Matthew Callahan, Council Member
Forest Dennis, Council Member
Absent: Susie Arreaga, Council Member

Mayor Ramirez stated there was a quorum and that Council Member Arreaga was not present and has an excused absence.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Finance Director
Michael Gonzalez, Public Works Director
Pamela Sanders, HR Director
Amy Miller, Community Development Director
Chris Noble, Police Chief
Beau Perry, City Engineer
Jennifer Stubbs, City Secretary

INVOCATION

Mayor Ramirez provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Ramirez led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag.

Mayor Ramirez stated Council Member Arreaga would not be in attendance and he entertained a motion to excuse her absence. Mayor Pro Tem Brashar made a motion to excuse Council Member Arreaga's absence. Ms. Bega seconded the motion. All voted in favor. The motion carried.

PUBLIC COMMENT

There were no requests to speak under the public comment item.

PRESENTATION

Mayor Ramirez read the Juneteenth and Western Days proclamations and presented it to those in attendance. He invited the public to celebrate Juneteenth at Winn's Memorial Baptist Church and encouraged those in attendance to participate in Western Days June 21st through June 26th.

CITY MANAGERS REPORT

1. Departmental Monthly Report- Period Ending May 31,2021

Mr. Mattis stated this was the last night Amelia Sanchez would be the City Secretary and thanked her for her service. He welcomed the new City Secretary, Jennifer Stubbs. Mr. Mattis provided information about the recent Joint Work Session with the EISD School Board that was held on June 8, 2021. He recommended this should happen on a more regular basis. Mr. Mattis invited Ms. Miller up to the dais to provide updates on the Elgin Public Library, Morris Memorial Pool, and the Elgin Rec Center. She stated the library would be open to the public on Tuesdays and Thursdays from 9:00 a.m. to 7:00 p.m., Wednesdays and Fridays from 9:00 a.m. to 5:00 p.m., and Saturdays from 9:00 a.m. to 2:00 p.m. Ms. Miller stated the pool would be open for the 4th of July weekend and the Rec Center would no longer have capacity limits beginning July 1st. Mr. Mattis reminded the Council Members about the TML Newly Elected City Officials' Orientation.

2. General Activity Report and/or Project Update

Mr. Mattis provided comments.

CONSENT AGENDA

1. City Council Regular and Special Meeting Minutes – June 1, 2021

2. CONSIDERATION OF A REQUEST BY SACRED HEART CATHOLIC CHURCH AS PART OF THEIR ANNUAL FIESTA ON SEPTEMBER 4-5, 2021, TO (1) WAIVE THE OPEN CONTAINER ORDINANCE FOR SEPTEMBER 4 8AM To 4PM AND ON SEPTEMBER 5 FROM 3:00 PM To 10:30 PM AND (2) ALLOW LIVE MUSIC TO CONTINUE AT ELGIN MEMORIAL PARK UNTIL 10:00PM ON SUNDAY SEPTEMBER 5.

Ms. Bega made a motion to approve the consent agenda. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORIGINALLY ADOPTED BY ORDINANCE NO. 2020-09- 08-26 ADOPTED SEPTEMBER 8, 2020; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Mr. Cunningham presented on the item and answered questions of the Council. Mr. Callahan stepped away from the dais at 7:29 p.m. He returned to the dais at 7:31 p.m. Mr. Mattis provided comments and answered questions of the Council. Mr. Dennis made a motion to table the item to the next City Council Meeting. Mayor Pro Tem Brasher seconded the motion. All voted in favor. The motion carried.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO AWARD A BID FOR THE CITY OF ELGIN POLICE DEPARTMENT ROOF REPAIR PROJECT TO JA-MAR ROOFING & SHEET METAL OF AUSTIN, TEXAS; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Mattis provided information and answered questions of the Council. He stated this project was an unbudgeted emergency project that is necessary to move forward with. Mayor Pro Tem Brasher made a motion to approve the resolution. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE FINAL TERMS AND AWARD A CONTRACT TO AUSTIN TRAFFIC SIGNAL CONSTRUCTION COMPANY, INC. OF ROUND ROCK, TEXAS; FOR THE COUNTY LINE ROAD SCHOOL ZONE BEACONS CONSTRUCTION PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO

Mr. Mattis provided information and answered questions of the Council. He stated staff did not recommend approval at this time as it is a part of the County Line Road Phase One Project. Mr. Perry provided comments on the bidding process.

He stated this was the only bid received and answered questions of the Council. Mr. Ibis made a motion to table this item. Discussion followed. Mr. Mattis stated this project can be brought up again at another meeting. There was no second on the motion and no action was taken.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE FINAL TERMS AND AWARD A CONTRACT TO J. L. GRAY CONSTRUCTION INC. OF GEORGETOWN, TEXAS FOR THE HILLSIDE DRIVE AT OLD MCDADE ROAD TRAFFIC & SAFETY IMPROVEMENTS PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Mattis provided information and answered questions of the Council. Discussion followed. No action was taken.

5. Review and Discussion of The Proposed City Of Elgin 2021 Five-Year Capital Plan (5YRCP)

Mr. Mattis provided information and asked for the Council to come up with their top 5 priorities for the Five-Year Capital Plan. Discussion followed.

EXECUTIVE SESSION

The City Council may announce that it will adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code.

Mayor Ramirez announced that the City Council was retiring to executive session for personnel discussion. The time was 9:01 p.m.

RECONVENE

Mayor Ramirez reconvened the meeting at 9:55 p.m.

ANNOUNCEMENTS

Mayor Ramirez asked the Council if they were interested in riding in the Western Days parade, to let him know so they could make vehicle arrangements. Mayor Pro Tem Brasher congratulated Mr. Gibson on being a first-time dad. She also mentioned starting this Saturday, the Elgin Little League Fields will begin hosting district tournaments and invited the public to attend. Mayor Ramirez read a note from Ms. Miller reminding the Council to submit photos for the website regarding the appreciation letters.

ADJOURNMENT

Mr. Dennis made a motion to adjourn. Mayor Pro Tem Brasher seconded the motion. All voted in favor. The motion carried. The meeting was adjourned at 9:59 p.m.

Ron M. Ramirez, Mayor

ATTEST:

Jennifer Stubbs, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTY FOR A LIMITED PURPOSE ANNEXATION TO CITY COUNCIL WARD AREA NO. 3; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

DEPARTMENT: Development Services

PROPOSED ACTION: Discussion, consideration, and action on an ordinance assigning newly limited purpose annexed property to City Council Ward Area No. 3; providing for a severability clause and providing an effective date; providing a savings clause and repealing conflicting ordinances and resolutions.

BACKGROUND: On May 18th, 2021, the Council approved an ordinance allowing for a limited purpose annexation for the Altessa Municipal Utility District (MUD). Under Section 43.130, TLGC future residents within the limited purpose annexation are entitled to vote in City elections, recall elections, and amendments to the City Charter. State law specifically prohibits future residents in a limited purpose annexation from voting in any bond elections since they do not pay City taxes. State law also makes them not eligible to be elected to Council because the future residents will live outside the City Limits. Because future residents are entitled to vote in some situations, this necessitates assigning the limited purpose annexation area to a City Ward. Since the MUD is surrounded by Ward 3, this area must be brought into Ward 3.

BUDGET/FINANCIAL IMPACT:
Funding for this item was { } included { } not included in the current-year budget {x} N/A

ATTACHMENTS:
Ordinance and Exhibit "A".

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{X} Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

ORDINANCE NO. 2021-07-06-____

AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTY FOR A LIMITED PURPOSE ANNEXATION TO CITY COUNCIL WARD AREA NO. 3; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

WHEREAS, the City of Elgin, Texas is a duly constituted home-rule municipality and, as such, is authorized to unilaterally annex territory subject to the laws of the State of Texas and subject to its Charter; and

WHEREAS, the territory described on Exhibit "A" (the "Property") attached hereto and made a part hereof by reference for all purposes, was unilaterally annexed for a limited purpose annexation by the City of Elgin by Ordinance No. 2021-05-18-13 on May 18, 2021; and

WHEREAS, the procedures prescribed by the Charter of the City of Elgin and the applicable laws of the State of Texas have been duly followed with respect to the Property; and

WHEREAS, the Property is so situated as to be assigned to City Council Ward Area No. 3; and it is the intention of the City Council to add this parcel to Ward Area No. 3; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS:

I.

That all the above recitations are found to be true and correct and are incorporated into the body of this Ordinance.

II.

That the Property described in the attached Exhibit "A" is hereby assigned to Council Ward Area No. 3.

III.

That this Ordinance shall become effective after its passage.

IV.

If any section, subsection, sentence, phrase, or word of this Ordinance be found to be illegal, invalid or unconstitutional or if any portion of said property is incapable of being annexed by the City, for any reason whatsoever, the adjudication shall not affect any other section, sentence, phrase, word, paragraph or provision of this Ordinance or the application of any other section, sentence, phrase, word, paragraph or provision of any other ordinance of the City. The City Council declares that it would have adopted the valid portions and applications of this Ordinance without the invalid part, and to this end the provisions of this Ordinance are declared to be severable.

V.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this Ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter thereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

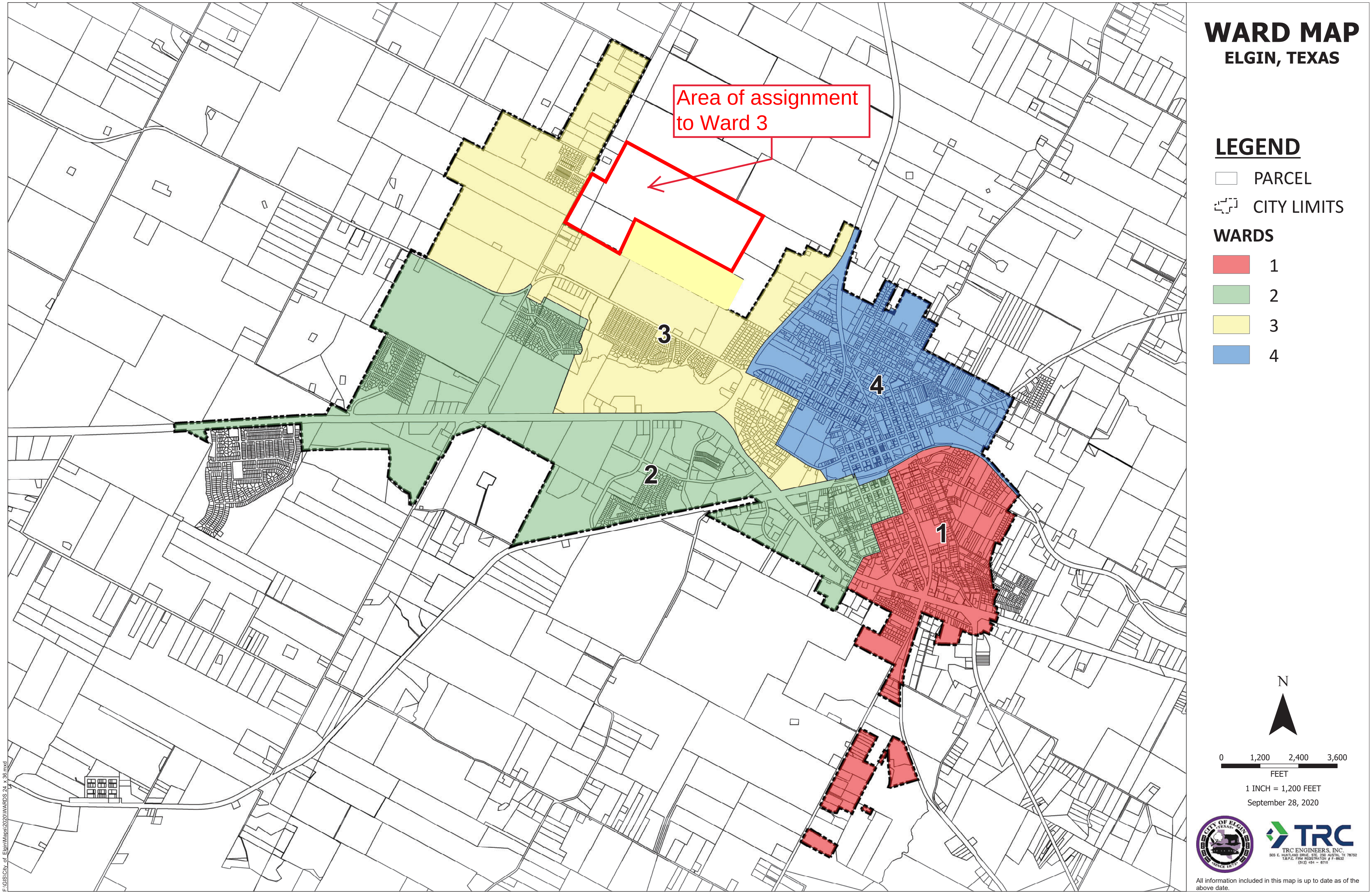
READ, **PASSED**, and **ADOPTED** on first reading this 6th day of July, 2021.

____
Sue Brashar, Mayor Pro Tem

ATTEST:

____
Jennifer Stubbs, City Secretary

Exhibit "A"


WARD MAP
ELGIN, TEXAS
Area of assignment to Ward 3
3
4
2
1
LEGEND
PARCEL
CITY LIMITS
WARDS
1
2
3
4
N
0 1,200 2,400 3,600
FEET
1 INCH = 1,200 FEET
September 28, 2020
CITY OF ELGIN
TEXAS
SINCE 1872
TRC
TRC ENGINEERS, INC.
505 E. HUNTLAND DRIVE, STE. 250 AUSTIN, TX 78752
T.B.P.E. FIRM REGISTRATION # F-8632
(512) 454 - 8716
All information included in this map is up to date as of the above date.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES AND CONTRACT ADMINISTRATION RELATED TO THE ELGIN 2ND STREET ELEVATED WATER TANK; ELGIN OAKS ELEVATED WATER TANK AND TWO WATER PLANT GROUND STORAGE TANKS REPAINT PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO

DEPARTMENT: Public Works

PROPOSED ACTION: Consider Approval of the Resolution Authorizing an agreement with TRC Engineers, Inc and authorizing the City Manager to negotiate any change orders relating to the project cost.

BACKGROUND: Staff has outlined a continued maintenance and refurbishing plan for the City's critical infrastructure needs including repainting and repairing the City's water storage facilities. Council was provided a funding source by the means of Certificates of Obligations issued in May of 2021 to perform such work. TRC Engineers has sent the city a proposal for engineering services that includes, preparing specifications for contractors, preparing TCEQ notifications, and assisting the city in the bid process. The scope of work is listed in the proposal attached.

BUDGET/FINANCIAL IMPACT: 2021 Budget

RECOMMENDATION: Consider Approval of the Resolution Authorizing an agreement with TRC Engineers, Inc and authorizing the City Manager to negotiate any change orders relating to the project cost.

ATTACHMENTS: Proposal and Scope of Work from TRC Engineers

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } This is a routine procedural item and no presentation is planned for this meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO.

A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES AND CONTRACT ADMINISTRATION RELATED TO THE ELGIN 2ND STREET ELEVATED WATER TANK; ELGIN OAKS ELEVATED WATER TANK AND TWO WATER PLANT GROUND STORAGE TANKS REPAINT PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO

WHEREAS, the City of Elgin provides potable water services to residents and businesses located within the city and its Certificate of Convenience & Necessity (CCN) service area; and,

WHEREAS, the 2ND Street and Elgin Oaks Elevated Water Storage Tanks along with two Ground Water Storage Tanks located in various areas of the city provides water pressure and supply to the City's distribution system; and,

WHEREAS, the 2ND Street and Elgin Oaks Elevated Water Storage Tanks along with two Ground Water Storage Tanks are now in need of a major interior resurfacing to further extend its useful life and maintain its position as an essential component of the City's water system; and,

WHEREAS, the City has received and fully vetted a proposal from TRC Engineers Inc. for professional engineering services and contract administration related to the 2ND Street and Elgin Oaks Elevated Water Storage Tanks along with two Ground Water Storage Tanks

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with TRC Engineers Inc. for professional engineering services and contract maintenance in the total amount of $56,894.00 related to the *Elgin 2ND Street Elevated Tanks and Water Plant Ground Storage Tanks Repaint Project,* a copy of the proposal being attached hereto and marked Exhibit A; and made part of this Resolution as if copied verbatim herein.

Section 3. Project Change Orders. Through the approval of this Resolution, the City Manager is further authorized to approve project contract change orders of the approved contract as stated above.

Section 4. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 5. Effective Date. This Resolution shall take effect immediately upon passage.

SUE BRASHAR, Mayor Pro Tem
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

ATTACHMENT

TRC ENGINEERING PROPOSAL

TRC
505 East Huntland Drive
Suite 250
Austin, Texas 78752
T 512.454.8716
TRCcompanies.com
T.B.P.E. #F-8632

June 2, 2021

Mr. Michael Gonzalez, Assistant Public Works Director
City of Elgin
P.O. Box 591
Elgin, Texas 78621

RE: Elgin 2nd Street Elevated Tank and Water Plant Ground Storage Tanks Repaint Repaint Project
Engineering Services Proposal

Dear Mr. Gonzalez:

At the request of the City of Elgin, this letter represents TRC's engineering services proposal for the above-referenced project, which will consist of repainting the interior and exterior of the 0.5 MG Elgin 2nd Street Elevated Tank, 0.5 MG and 0.327 MG Water Plant Ground Storage Tanks, and the 0.050 MG Elgin Oaks Elevated Tank. The cost to provide the engineering services, based on the attached preliminary scope of work, is as follows:

Tanks Repaint Engineering:	$18,239.00	(Lump Sum)
0.5 MG 2nd Street Elevated Tank Painting Inspections:	$9,610.00	(Time and Materials)
0.5 MG Water Plant GST Painting Inspections:	$9,688.00	(Time and Materials)
0.327 MG Water Plant GST Painting Inspections:	$9,688.00	(Time and Materials)
0.050 MG Elgin Oaks Elevated Tank Painting Inspections:	$9,669.00	(Time and Materials - Optional)
Total:	**$56,894.00**	

The services will be provided under the Master Services Agreement executed by the City and TRC. The opportunity to provide this proposal is greatly appreciated. If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

K. Beau Perry, P.E.
Vice President

City of Elgin

Date

Date

CITY OF ELGIN

ELGIN 2ND STREET ELEVATED TANK AND WATER PLANT GROUND STORAGE TANKS REPAINT PROJECT

ENGINEERING SERVICES PROPOSAL
PRELIMINARY SCOPE OF WORK
(06/02/2021)

ENGINEERING SCOPE OF WORK:

Design Phase

1. Prepare detailed specifications and contract drawings for the project.
2. Prepare TCEQ notification required for proposed work.
3. Submit draft plans to City for review and comment prior to bidding.
4. Furnish to the Owner three (3) copies of approved plans and bidding specifications.

Bidding/Construction Phase

1. Assist the City in bid process including preparation of advertisement document, assist the City in the opening and tabulation of bids, prepare award recommendation letter and prepare construction contract documents.
2. Assist the City during construction consisting of pre-construction meeting, contractor correspondence, submittal and pay request review, on-site coating inspections (maximum of twelve (12) per tank on a T&M basis, not to exceed), final inspection, and preparation of contractor punch list.
3. The 0.050 MG Elgin Oaks Elevated tank interior and exterior repaint will be added to the specifications and contract drawings as a bid alternate. Cost for inspections is included as T&M and will only be used if bid alternate is awarded to contractor.
4. Specific interior and exterior coating inspections to be performed on each tank include the following:
   a. Inspection of sand blasting of interior and spot repairs
   b. Interior prime coat inspection
   c. Interior final coat inspection
   d. Exterior power wash inspection
   e. Exterior first coat inspection
   f. Exterior final coat inspection

Changes in scope, including additional scenarios or modifications to the scope of work identified above will be evaluated for additional services and/or materials cost through a formal change order process, which shall result in approval of the additional cost prior to executing the additional work.

This proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic. TRC reserves the right to obtain relief from schedule or deliverable requirements due to a force majeure event in the event of further impacts to the work due to COVID-19, and reserves the right to receive compensation for increased PPE, social distancing, or other requirements that impact TRC's costs.

Design services are rendered in Travis County. Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

ASSUMPTIONS:

The following assumptions were made for preparation of this proposal, which if found to be incorrect, may result in request(s) from TRC for additional compensation:

- The project will be bid and constructed under a single construction contract.
- The existing coating of the tanks do not contain lead-based paint.
- Topographical surveying will not be required.

EXCLUSIONS:

The following items are specifically excluded from the scope of work:

- Lead paint testing
- Construction staking
- Continuous construction inspection
- Environmental or cultural review of project limits
- Material testing
- Hazardous material abatement
- Design of any site modifications/improvements

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF A GRANT MANAGEMENT SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM).

DEPARTMENT: Finance

PROPOSED ACTION: Consider and Adopt Resolution authorizing the award of the bid for Texas Hazard Mitigation Professional Services to GrantWorks.

BACKGROUND: Texas Division of Emergency Management Hazard Mitigation Grant contract allows for a qualified Grant Management Firm to assist in pre-award and post-award grant management services in the preparation of a HMA Mitigation Grant application, and if awarded a contract by TDEM, to provide assistance with all project-related **grant management services.**

Bids were sought from eligible Grant Management firms and GrantWorks was the most qualified firm for this job.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION: Approval of the Resolution to select GrantWorks as the firm

ATTACHMENTS: Resolution

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO.

A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF A GRANT MANAGEMENT SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM).

WHEREAS, the City of Elgin, Texas seeks assistance in pre-award and post-award grant management services, if awarded the HMA Mitigation Grant;

WHEREAS, in order to identify qualified and responsive providers for these services, a Request for Proposals (RFP) process for grant management services has been completed in accordance with Texas HMA requirements;

WHEREAS, a total of 5 (five) proposals were received by the due date and each reviewed to determine the most qualified and responsive providers for grant management services;

NOW, THEREFORE, BE IT RESOLVED:

Section 1 **Findings.** The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. **Award:** That GrantWorks be awarded a contract to provide assistance with the Texas Hazard Mitigation Grant application and project-related **grant management services.**

Section 3. **Contract Negotiations:** That any and all contracts or commitments made with the above-named services provider is dependent upon successful negotiation of a contract with the service provider;

Section 4. **Authorization:** That the City Council of the City of Elgin authorizes the Mayor and/or City Manager to execute the contract with GrantWorks for this Project.

Section 5. **Open Meetings.** The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act. Chapter 55 I. Texas Government Code, as amended.

Section 6. **Effective Date.** This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of July 2021.

SUE BRASHAR, Mayor
Pro Tem
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF AN ENGINEERING SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATON ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM).

DEPARTMENT: Finance

PROPOSED ACTION: Consider and Adopt Resolution authorizing the award of the bid for Texas Hazard Mitigation services to TRC Engineering.

BACKGROUND: Texas Division of Emergency Management Hazard Mitigation Grant contract requires qualified Engineering/ Architectural/Surveying Firm to prepare all preliminary and final design plans and specifications, and to conduct all necessary interim and final inspection for application implementation and completion of Texas Division of Emergency Management Hazard Mitigation Grant.

Eligibility for applying for grants under these programs requires the engagement of an Engineering firm to help with project definition and design. Bids were sought from eligible Engineering firms and TRC was the best qualified firm for this job.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION: Approval of the Resolution to select TRC Engineering as the firm

ATTACHMENTS: Resolution

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO.

A RESOLUTION OF CITY OF ELGIN TEXAS, AUTHORIZING THE AWARD OF AN ENGINEERING SERVICE PROVIDER CONTRACT FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM).

WHEREAS, Texas Division of Emergency Management Hazard Mitigation Grant contract requires qualified Engineering/ Architectural/Surveying Firm to prepare all preliminary and final design plans and specifications, and to conduct all necessary interim and final inspection for application implementation and completion of Texas Division of Emergency Management Hazard Mitigation Grant;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Qualifications (RFQ) process for engineering services has been completed in accordance with Texas HMA requirements;

WHEREAS, a total of 2 (two) proposals were received by the due date and each reviewed to determine the most qualified and responsive providers for engineering services;

NOW, THEREFORE, BE IT RESOLVED:

Section 1 Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Award: That TRC Engineers be awarded a contract to provide assistance with the Texas Hazard Mitigation Grant application and project-related **engineering services.**

Section 3. Contract Negotiations: That any and all contracts or commitments made with the above- named services provider is dependent upon successful negotiation of a contract with the service provider;

Section 4. Authorization: That the City Council of the City of Elgin authorizes the Mayor and/or City Manager to execute the contract with TRC Engineers for this Project.

Section 5. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act. Chapter 55 I. Texas Government Code, as amended.

Section 6. Effective Date. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of July 2021.

SUE BRASHAR, Mayor PRO TEM
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING OFFICIAL SIGNATORIES FOR ALL CITY ACCOUNTS WITH THE CITY BANK DEPOSITORY FIRST NATIONAL BANK, OF ELGIN, TEXAS

DEPARTMENT: Finance

PROPOSED ACTION: Approve Resolution as presented.

BACKGROUND: As a result of the previous City Secretary leaving, it is necessary to change the signatories on the City's bank accounts with First National Bank. Formal changes to the signature cards for the City's accounts must be approved by the City Council in the form of a Resolution. Chapter VII, Section 3 of the City Charter designates the City Secretary to be one of the four signatories authorized to sign checks on behalf of the City. Inasmuch as the individual occupying the position has changed recently, it is necessary to pass a Resolution by the Council to authorize the new signer.

Approval of the Resolution proposed for this agenda item will satisfy this requirement.

BUDGET/FINANCIAL IMPACT:
Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION: Approval of Resolution as submitted.

ATTACHMENTS: Copy of Resolution

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{X} Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO.

CORPORATE AUTHORIZATION RESOLUTION

FIRST NATIONAL BANK OF BASTROP	**CITY OF ELGIN**
489 HWY 71 W	**310 N MAIN STREET**
BASTROP, TEXAS 78602	**ELGIN, TEXAS 78621**

Referred to her within as "Financial Institution" **ALL ACCOUNT #'s** Referred to here within as "Corporation"

I, **Jennifer Stubbs,** certify that I am the Secretary (clerk) of the above-named Corporation organized under the laws of the State of Texas, Federal Employer I. D. Number **74-6000822**, engaged in business under the trade name of City of Elgin, Texas, and that the Resolution on this document is a correct copy of the Resolution adopted at a meeting of the Board of Directors (City Council) of the Corporation duly and properly called and held on **July 6, 2021**. This Resolution appears in the minutes of this meeting and has not been rescinded or modified.

AGENTS: Any agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below.

Name and Title / Position	
A. Ron M. Ramirez, Mayor	B. Sue Brashar, Mayor Pro Tem
C. Thomas L. Mattis, City Manager	
D. Jennifer Stubbs, City Secretary	

POWERS GRANTED: (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agents signatures required to exercise the power.

A, B, C, D	Description of Power	Signatures Required
A, B, C, D	(1) Exercise all of the powers listed in this resolution	2
A, B, C, D	(2) Open any deposit or share account(s) in the name of the corporation	2
A, B, C, D	(3) Endorse checks and orders for the payments of money or otherwise withdraw or transfer funds on deposits with this Financial Institution	1
A, B, C, D	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences or indebtedness.	2
A, B, C, D	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payments of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest, and notice of non-payment	2
A, B, C, D	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	2
	(7) Other:	

LIMITATIONS OF POWERS: The following are the Corporation's express limitations on the powers granted under this resolution. NONE

CERTIFCATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation (City Council) has, and at the time of adoption of this resolution had, full power and lawful authority to adopt a Resolution, and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same.

☑ If checked, the Corporation is a non-profit corporation.

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

The City Council of the City of Elgin has authorized the Agents listed here within this resolution to have the financial duties and responsibilities and shall become effective the date of adoption of the Corporate Resolution.

APPROVED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS ON THIS THE **6th** DAY OF JULY**, 2021.**

CITY OF ELGIN

____

Sue Brashar, Mayor Pro Tem

ATTEST:

In Witness Whereof, I have subscribed my name to this document and affixed the Seal of the Corporation on this the 6th day of July 2021.

____

Jennifer Stubbs, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Request for street closures for the 34th Annual Hogeye Festival October 21-23, 2021.

DEPARTMENT: Community Development

PROPOSED ACTION: Consider street closures for the Hogeye Festival Thursday October 21 through Saturday October 23, 2021.

BACKGROUND:

The annual Hogeye Festival is held in the downtown business district. Various street closures are required on Thursday, Friday and Saturday. Thursday, October 21 Depot Street from Avenue C to Avenue A may be closed for the carnival from 6pm to 10pm. Friday, October 22 Depot Street and Central Avenue to be closed from Main Street to Avenue B for the free Friday Night Street Dance, carnival, and Gordon Swenson Memorial BBQ Pork cook-off from 4pm to midnight; Saturday, October 23 Loop 109 Main Street from the 400 block of North Main Street to the 200 block of South Main Street, Depot Street and Central Avenue, from Main Street to Avenue B, Austin Street, 1st Street, 2nd Street, from the Union Pacific Railroad tracks to Avenue C from 4am to 9pm. Street closures for the Festival on Saturday, October 23 are implemented through a contract with a professional barricades supply and traffic control company. That cost is covered by the festival and Main Street program.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { X} included { } not included in the current-year budget {} N/A

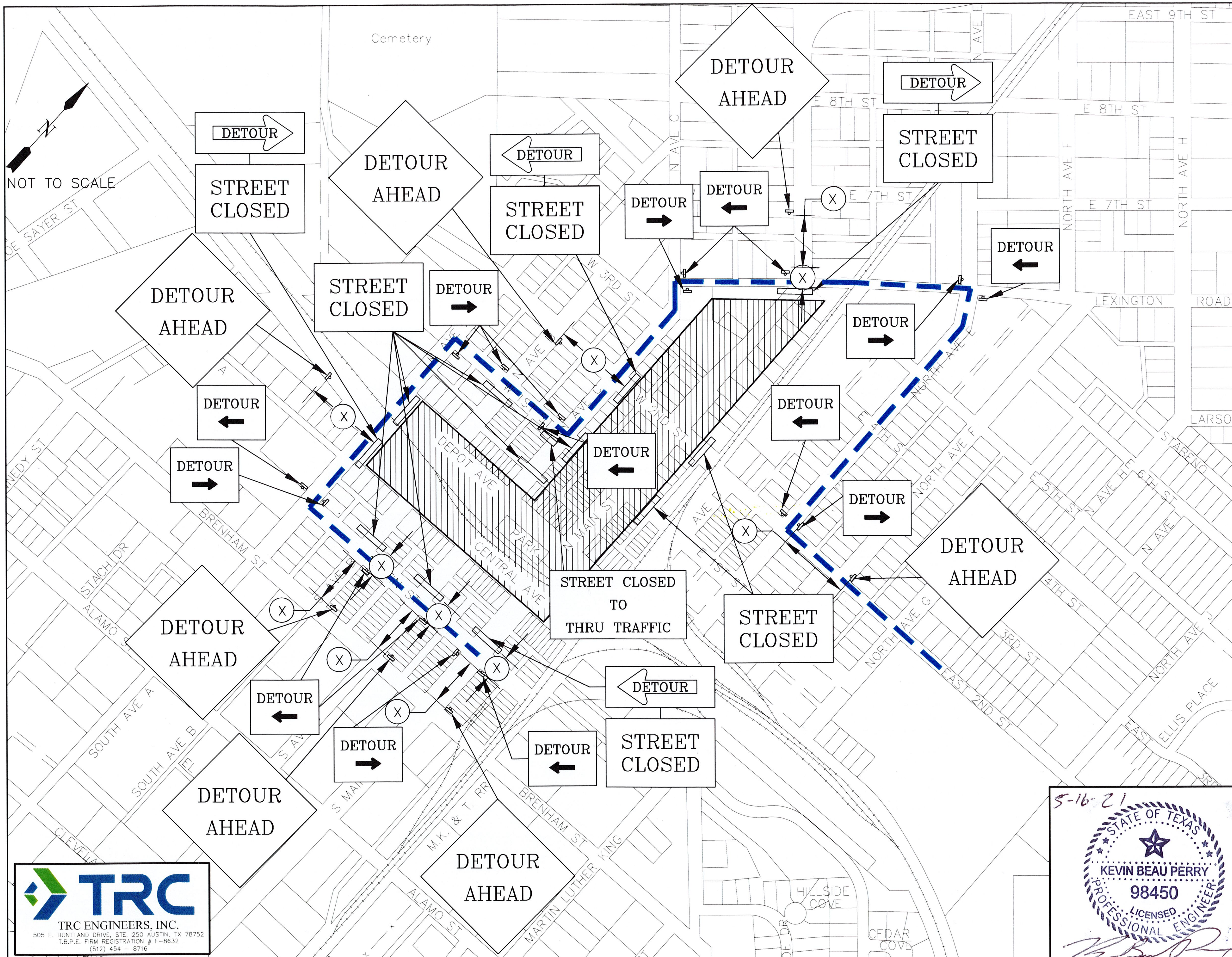
RECOMMENDATION: Approve street closure requests for the Annual Hogeye Festival.

ATTACHMENTS:

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

CITY OF ELGIN, TEXAS PROPOSED TRAFFIC CONTROL PLAN FOR HOGEYE FESTIVAL OCTOBER 21–23, 2021



LEGEND

- TYPE III BARRICADE
- PROPOSED SIGN
- DISTANCE (SEE CHART BELOW)
- DETOUR ROUTE
- FESTIVAL AREA

POSTED SPEED	MINIMUM DIST.
30 or less	80
35	120
40	160
45	240

NOTES:

1. ALL SIGNS AND BARRICADES SHALL MEET THE REQUIREMENTS OF THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

2. STREET CLOSURES MAY ALSO BE PERFORMED BY A UNIFORMED POLICE OFFICER AND/OR FLAGMAN, INSTEAD OF BARRICADES.

3. BUSINESSES LOCATED AT THE INTERSECTION OF LEXINGTON ROAD AND MAIN STREET SHALL BARRICADE THE DRIVEWAYS THAT ACCESS MAIN STREET.

4. AVENUE C SHALL REMAIN OPEN UNTILL 8 A.M. PRIOR TO BARRICADES BEING PLACED AS SHOWN.

5. SIGN SHALL BE PLACED OUTSIDE THE POST OFFICE FOR 10 MINUTE PARKING–TOWING ENFORCED.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Request to waive open container ordinance October 21, 22 and 23 for the 34th Annual Hogeye Festival.

DEPARTMENT: Community Development

PROPOSED ACTION: Consider waiver of open container ordinance for Annual Hogeye Festival Thursday, October 21 for the Hogeye Stroll from 5pm to 9pm 400 block of Main Street to Brenham Street, 2nd Street, First Street, Depot Street, Central Avenue and Austin Street from Avenue B to Main Street, on Friday, October 22 from 4pm to midnight on Depot Street and Central Avenue from Main Street to Avenue B for the Gordon Swenson Memorial BBQ Pork Cook-off and the Free Street Dance, and on Saturday, October 23 from 8am to 7pm on the festival grounds Loop 109 Main Street from the 400 block of North Main Street to the 200 block of South Main Street, Austin Street, 1st Street, 2nd Street, from the Union Pacific Railroad tracks to Avenue C and on Central Avenue, Depot Street from Main Street to Avenue C.

BACKGROUND:

The Hogeye Festival directly contributes to the development, promotion and revitalization of the downtown business district. The award-winning Elgin Main Street program and the Hogeye Festival committee have organized: The Hogeye Stroll Thursday night includes the Hogalicious Dessert Contest and the Pearls Before Swine Art Show, and drives traffic to local businesses. The Free Friday Night Street Dance Features Kenny Ortz and No Chance Band, and Saturday includes all of the festival activities – handmade arts and crafts, live music and entertainment, BBQ Pork cookoff, car show, carnival, Cow Patty Bingo, children's activities, Corn Hole Tournament and more! The event includes great volunteer support working in concert with City staff to produce a weekend of entertainment and celebration in downtown Elgin.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { X} included { } not included in the current-year budget {} N/A

RECOMMENDATION:

Approve open container waiver for the Hogeye Festival October 21-23 as presented.

ATTACHMENTS:

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Resolution to approve an agreement with TXDOT for the Temporary Closure of Loop 109 for the 34th Annual Hogeye Festival October 23, 2021.

DEPARTMENT: Community Development

PROPOSED ACTION: Consider agreement with Texas Department of Transportation for the Temporary Closure of Loop 109 for the Hogeye Festival Saturday October 23, 2021.

BACKGROUND:

The Texas Department of Transportation requires this agreement to authorize the temporary closure of state right of way for more than 4 hours. TXDOT Requires a traffic control plan signed by an engineer which is apart of the agreement. They also require the use of a professional traffic control company to implement the plan and coordination with local police department. The annual Hogeye Festival is organized by the Elgin Main Street Board and the Community Services Department. Main Street has engaged Nixon Engineering to implement the traffic control plan and has reviewed the plan with the Elgin Police department and Public Works. The Festival is held in the downtown business district; Saturday, October 23 Loop 109 Main Street from the 400 block of North Main Street to the 200 block of South Main Street, Depot Street and Central Avenue, from Main Street to Avenue B, Austin Street, 1st Street, 2nd Street, from the Union Pacific Railroad tracks to Avenue C from 4am to 9pm. Cost for traffic control plan and implementation is covered by the festival and Main Street program.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { X} included { } not included in the current-year budget {} N/A

RECOMMENDATION: Approve resolution authorizing the Agreement with TXDOT for the temporary closure of Loop 109 for the Annual Hogeye Festival.

ATTACHMENTS:

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO: ____________________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TERMPORARY CLOSURE OF STATE RIGHT OF WAY.

WHEREAS, the City of Elgin will hold the annual Hogeye Festival on Saturday October 23, 2021; and

WHEREAS, the Hogeye Festival is a free community street festival held in the downtown district including Loop 109 from Lexington to Austin Street; and

WHEREAS, the Governing Body of the City of Elgin desires to reaffirm its support of the Hogeye Festival and approve and authorize the execution of an Agreement for the Closure of State Right of Way.

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of the City of Elgin that Mayor Ron Ramirez is authorized to enter into an Agreement with TX DOT for this Project.

APPROVED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS ON THE 6th DAY OF JULY.

____
Sue Brashar, Mayor Pro Tem

ATTEST:

____
Jennifer Stubbs, City Secretary

Agreement No.________________

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City Of Elgin, a municipal corporation, acting by and through itsduly authorized officers, hereinafter called the "local government."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Loop 109, in Bastrop , County; and

WHEREAS, the local government has requested the temporary closure of Loop 109 for the purpose of The 34th Annual Hogeye Festival, from 4am October 23 to 8pm October 23 described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the 6th day of July, 2021 the Elgin City Council passed Resolution / Ordinance No.________________________________, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION
The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as “Exhibit C.”

Article 3. OPERATIONS OF THE EVENT
A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State’s right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State’s Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.
C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.
D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.
E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.
F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
G. The local government hereby assures the State that there will be appropriate passage

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

(1) By mutual written agreement and consent of both parties.

(2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.

(3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.

(4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period

that the local government and/or its contractors are encroaching upon the State right of way.
B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS
Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS
The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION
In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES
All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	**State:**
________________________________ ________________________________ ________________________________	Texas Department of Transportation Austin District P.O. Drawer 15426 Austin, Texas 78761-5426

Amy Miller
Community Services Director
City of Elgin
512-801-5748 amiller@ci.elgin.tx.us

____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF ELGIN

Executed on behalf of the local government by:

By_________________________________ Date__________________________

Mayor

Typed or Printed Name and Title Ron M. Ramirez

_ ____Mayor____________________________________

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By_________________________________ Date__________________________

District Engineer

Exhibit A

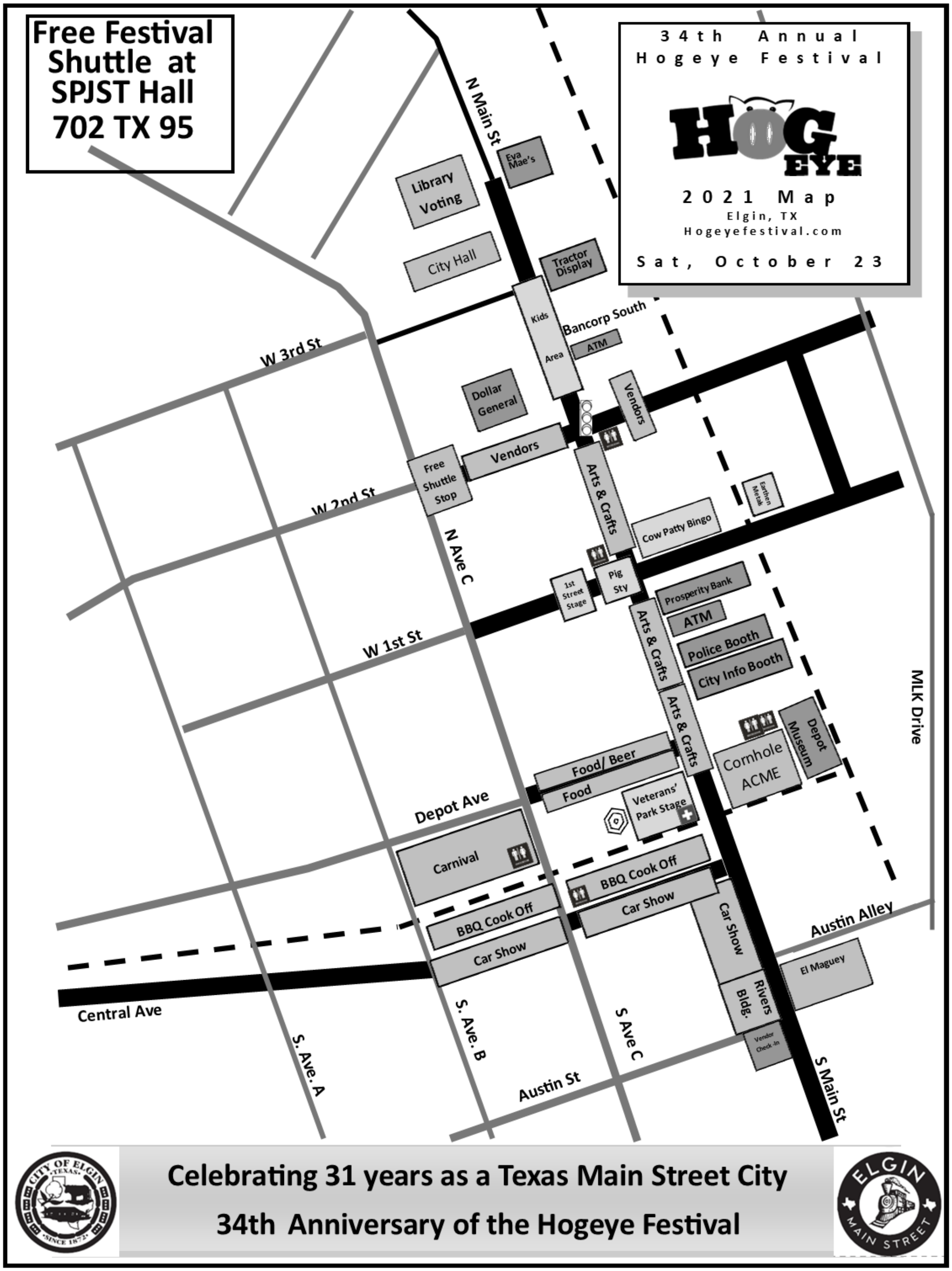
Hogeye Festival Fact Sheet

What is the Hogeye Festival?
The annual Hogeye Festival of Elgin, Texas is a street festival held on the 4th Saturday of October. Hogeye celebrates community, family, famous Elgin Hot Guts Sausage and all things swine! Join us as we sing along to "STOP in the Name of Pork!" while the Harleys roll in with The Sowpremes. Play Cow Patty Bingo and win fabulous prizes based on where a cow does her or his business (splatter matters in this game!). Sample the winners at the BBQ Pork contest, take a ride at the carnival, dance all day to live music. Enjoy handmade arts and crafts. Help your kids with art projects or let them ride a real pony and feed a pig. Stroll through the Road Hog Car Show. Test your aim at the ACME Brick throwing contest before you take a rest on a hay bale. The Hogeye Festival is a family community event. Hogeye provides great exposure for your high-quality image to families, retirees, tweens, and twenty somethings! This is a free festival which is produced by the Elgin Main Street Board, organized by local hoguntеers (volunteers) and underwritten by generous business sponsors. Join us for “a time for warm hearts and hot guts” in Elgin Texas!

Who is the Elgin Main Street Board?
Elgin is a Texas Main Street City focused on implementing a downtown revitalization program with its roots in economic development in the context of historic preservation. Elgin, Texas, population 10,000, is located in Bastrop and Travis counties. It is an economically and ethnically diverse community that includes an overall area of 48,000 in population. The Elgin Main Street Board is responsible for a downtown beautification program providing planters, benches, trash cans, and streetlight pole banners. The Board has a business assistance program which includes marketing assistance, paint assistance, networking opportunities, training, and advertising. It implements a variety of promotional events throughout the year both independently and in partnership with local organizations, supports community arts initiatives, and organizes over 100 volunteers and thousands of volunteer hours. The Elgin Main Street Board is appointed by the City Council, all members serve as volunteers and this grass roots program is driven by community volunteer vision.

How does the Hogeye Festival support the Elgin Main Street Board?
Through the years, monies raised at the Hogeye Festival have provided funds to support Downtown property and business owners. The Board has led improvements to the sidewalks and ramps throughout the District. Live planters have been installed at the corners. Benches and trash receptacles are provided in common areas. LED lights have been installed on top of buildings to light up downtown, and way finding signs direct the public from Hwy. 290 and Hwy 95 to downtown. In partnership with the Elgin Chamber of Commerce and the Elgin Economic Development Corporation, the Main Street Program sponsors the award winning Downtown 78621 magazine. The Board provides marketing, paint and dumpster assistance programs. Training opportunities for business owners are supported and made available through the Main Street Board. Promotional events are hosted throughout the year including Sip Shop and Stroll on 2nd Thursdays, First Saturday Sidewalk Sales, Local Lore, Music in the Park, Small Business Saturday, Holiday by the Tracks and Hot Cocoa Stroll, Elgin Art Studio Tour, Holiday events, Safe Trick or Treat, National Preservation month activities, and The Art of Giving.

Follow us on Facebook, Twitter, or join us at www.hogeyefestival.com.



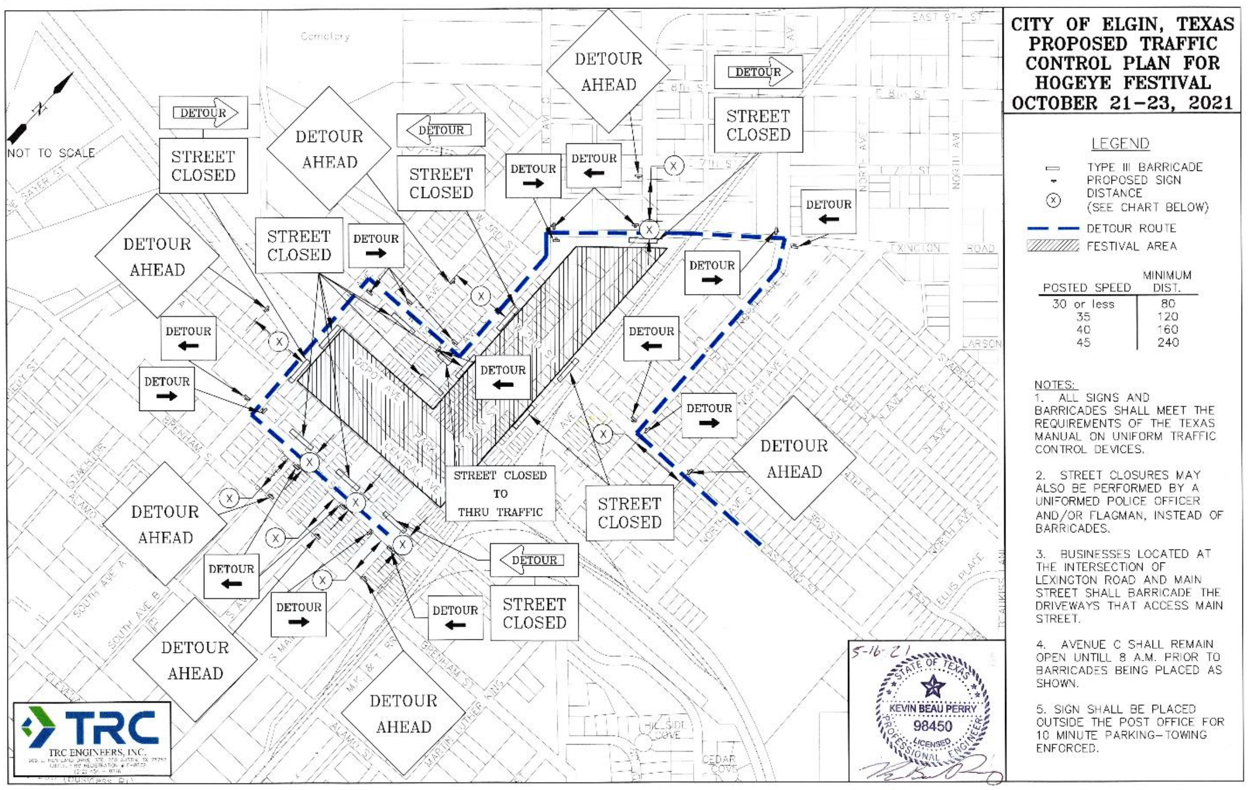
Hogeye Festival Overview

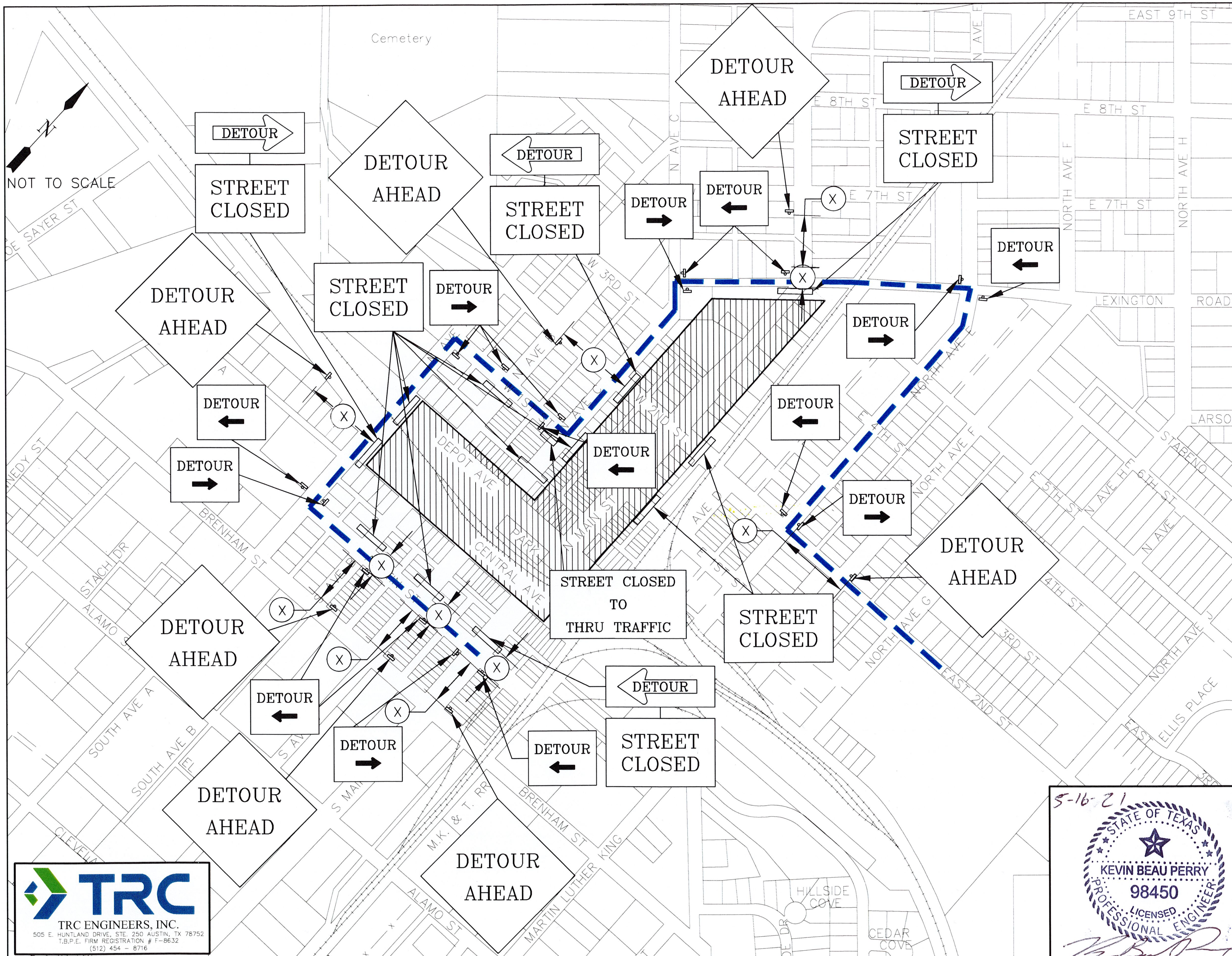
Exhibit B

Resolution Elgin City Council

Agreement No.________________

Exhibit C
Traffic Control Plan





CITY OF ELGIN, TEXAS PROPOSED TRAFFIC CONTROL PLAN FOR HOGEYE FESTIVAL OCTOBER 21–23, 2021

LEGEND

- TYPE III BARRICADE
- PROPOSED SIGN
- DISTANCE (SEE CHART BELOW)
- DETOUR ROUTE
- FESTIVAL AREA

POSTED SPEED	MINIMUM DIST.
30 or less	80
35	120
40	160
45	240

NOTES:

1. ALL SIGNS AND BARRICADES SHALL MEET THE REQUIREMENTS OF THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

2. STREET CLOSURES MAY ALSO BE PERFORMED BY A UNIFORMED POLICE OFFICER AND/OR FLAGMAN, INSTEAD OF BARRICADES.

3. BUSINESSES LOCATED AT THE INTERSECTION OF LEXINGTON ROAD AND MAIN STREET SHALL BARRICADE THE DRIVEWAYS THAT ACCESS MAIN STREET.

4. AVENUE C SHALL REMAIN OPEN UNTILL 8 A.M. PRIOR TO BARRICADES BEING PLACED AS SHOWN.

5. SIGN SHALL BE PLACED OUTSIDE THE POST OFFICE FOR 10 MINUTE PARKING–TOWING ENFORCED.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN STATING SUPPORT FOR THE CITY MANAGER AND/OR TRC ENGINEERS INC. TO CONTINUE TO COMPLETION ENGINEERING PLANS AND CONSTRUCTION DOCUMENTS RELATING TO THE COUNTY LINE ROAD ROADWAY & DRAINAGE PROJECT, PHASE 1 AND MAKING CERTAIN FINDINGS RELATED THERETO

DEPARTMENT: City Manager

PROPOSED ACTION: Approval of the Resolution confirming the City Manager's decision to proceed with completion of engineering plans and construction documents for the County Line Road Roadway and Drainage Project, Phase 1 through TRC Engineers Inc.

BACKGROUND: County Line Road is a major transportation route within City that currently provides direct access to the EISD High School, Neidig Elementary, and numerous homes, but will also provide direct access in the future to many new homes currently under construction.

Anticipating the need for significant traffic and safety upgrades, the Council has included a three-phase project within the City Five-Year Capital Improvement Plan to facilitate the necessary improvements to County Line Road, including expansion of the roadway to four (4) lanes; and the addition of associated pedestrian and drainage improvements.

The City has worked in partnership with the new developments to secure private funding to offset the new road construction costs. The Homestead, Harvest Ridge, Peppergrass, and Eagle's Landing developments are committed to providing total combined funding in excess of $4M in support of this project.

Due to repeated and confusing questions raised by one Councilmember, it has now been deemed necessary to clarify once again for the record that while the private developer contributions will ultimately pay all costs associated with this project, it may be necessary to temporarily utilize city funds to proceed with his project in a timely manner; with said city funds ultimately being fully reimbursed from future developer contributions.

BUDGET/FINANCIAL IMPACT:
Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION: Approval of the Resolution as presented confirming the City Manager's decision to proceed with completion of engineering for the County Line Road Roadway and Drainage Project, Phase 1; and additional direction to staff by Council, if any, regarding same.

ATTACHMENTS: Resolution

{X} Staff will be making a detailed presentation on this agenda item at the meeting.
{ } Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. ________________

A RESOLUTION OF THE CITY OF ELGIN, TEXAS STATING SUPPORT FOR THE CITY MANAGER AND/OR TRC ENGINEERS INC. TO CONTINUE TO COMPLETION ENGINEERING PLANS AND CONSTRUCTION DOCUMENTS RELATING TO THE COUNTY LINE ROAD ROADWAY AND DRAINAGE PROJECT, PHASE 1 AND MAKING CERTAIN FINDINGS RELATED THERETO

WHEREAS, County Line Road is a major transportation route within City of Elgin that currently provides direct access to the Elgin ISD High School Campus and numerous properties, but will also provide direct access to thousands of new homes and developments currently under construction, and;

WHEREAS, the City has worked in partnership with those developments to secure private funding in excess of $4M to fund construction of Phase 1 of the County Line Road Roadway and Drainage Project, expanding the roadway to four travel lanes with pedestrian and storm drainage improvements, and;

WHEREAS, the City Council has approved an agreement with TRC Engineers Inc. for professional engineering services to complete necessary engineering documents and construction plans for Phase 1 of the County Line Road Roadway and Drainage Project; and

WHEREAS, with Phase 1 of the County Line Road Roadway and Drainage Project was planned for this year through funding provided by the 2021 Certificates of Obligation Program, but the project was ultimately deleted from the Program in response to an alleged petition of registered city voters, and;

WHEREAS, in spite of the current lack of funding available to proceed with construction, it is the City Manager's intention to proceed with the completion of engineering documents and construction plans related to the County Line Road Roadway and Drainage Project, Phase 1 in conformity with the Council-approved professional services agreement with TRC Engineers Inc.

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

Section 1. <u>Findings.</u> The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. <u>Completion of Project Engineering.</u> The City Council does hereby concur and support the City Manager's decision to proceed with the completion of the design and engineering plans for the County Line Road Roadway and Drainage Project, Phase 1.

Section 3. <u>Supplemental Funding.</u> The City Council does further acknowledge that upon completion of the professional services agreement with TRC Engineers Inc., costs may exceed funds immediately available through private developer contributions, which may require temporary utilization of general surplus funds until additional developer contribution are received, at which time, the General Fund will be reimbursed.

Section 4. <u>Open Meetings</u>. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 5. <u>Effective Date</u>. This Resolution shall take effect immediately upon passage.

____
SUE BRASHAR, Mayor Pro-Tem
City of Elgin, Texas

ATTEST:

____
JENNIFER STUBBS, City Secretary

Memorandum

Date: June 16, 2021

To: Mayor and City Council

Subject: County Line Road Reconstruction Fund

The following information is provided in response to recent questions relative to the County Line Road Reconstruction Fund. The current balance in said fund is **$242,789**. To date, the City has received a total of $345,487 from two different developments as shown below; and the City has also incurred engineering costs in the amount of $102,689.

	APPROVED SF-HOMES	TOTAL COMMITMENT	ACTUAL 6/30/2021
Harvest Ridge	1,200	1,588,500	-
Peppergrass	285	754,479	150,896
Homestead	475	1,209,357	194,591
Eagles Landing - Phase 2	125	329,336	-
Eagles Landing - Phase 3	125	497,080	-
Totals	**2,210**	**$ 4,378,752**	**$ 345,487**

Total costs for County Line Road Improvements - *Phase 1* Project are estimated at $6.74M; with engineering at $750,000 and construction costs at $5.99M. The City has contracted with TRC for this project at $691,000, so hopefully engineering final costs will come in under budget.

While we have achieved historic partnerships that will ultimately result in private developers paying most, if not all, costs associated with *Phase 1* construction, the short-term impacts of not proceeding with the project will have severe impacts on the City - and in particular, residents, students, teachers, and/or parents utilizing County Line Road.

Just recently, the staff completed a traffic count on FM1100, in the area of the County Line subdivision which is connected to County Line Road. This analysis produced a *daily average* count of nearly 18,000 vehicles per day. Based on current activity, the City is projected to have 2,000 more homes on the ground within the next two years. Considering growth and the additional traffic generated by EISD schools, a reasonable projection would be ***a daily average 25,000 vehicle trips per day*** in the area of County Line Road and FM1100. This is not a "future projection"; this is within the next 2 years; **and the City currently has no funding plan to address or respond to this situation.**

When considering the County Line Road Improvements - *Phase 1* Project we must keep in mind that:

- The City has no money to fund *Phase 1*
- The only way this project *can* move forward in a timely manner is with financing or debt
- The City has very limited options as to how it can obtain financing or issue debt
- *Phase 1* is not eligible for grant funds
- Total developer contributions will not be paid until the last final plat - or last homes are built
- New area homebuyers are already "paying" for their share of the cost for *Phase 1*
- $3M in the proposed 2021 COs would have provided funding required to start *Phase 1*
- The $3M would have ultimately been reimbursed – resulting in **no net cost** for taxpayers
- *Phase 1* will have fully engineered plans and ROW that would allow start of construction by the end of the current calendar year

Thomas L. Mattis
City Manager

Memorandum

Date: June 3, 2021

To: Mayor and City Council

Subject: County Line Road Phase 1 – ROW Acquisition

Reflecting on some of the conversation from Tuesday night's discussion of improvements to County Line Road, among the more confusing comments/questions involved the suggestion by one Councilmember that there was a lack of information available to property owners and/or residents whose property would be impacted by the Phase 1 project; and that they "wanted to know where the line would be" for the new road and how the project would affect their property.

One reason this discussion was confusing is that the City has already acquired or reached agreement to acquire the vast majority of the right-of-way (ROW) necessary to support the Phase 1 project. As publicly shared numerous times with Council in the past, our agreements with the developers of the Peppergrass, Harvest Ridge, Homestead, and Eagles Landing projects stipulate that all will donate necessary ROW for the Phase 1 project. While we are still working on the details, EISD has also preliminarily agreed to donate ROW.

That leaves **only five (5)** individual properties for which the entire Phase 1 project requires acquisition of ROW – and the staff has already begun the legal process for same including correspondence, personal contacts, and attempts at same with each of those property owners or residents. Of those who have responded to our contacts, none have expressed any concern about our plans or the scope of the project.

It is important to understand that it would be inappropriate for any individual Councilmember to engage in any discussions about ROW acquisition with these property owners during these negotiations. No individual Councilmember has the authority to engage in any legal or financial negotiations on behalf of the City unless specifically authorized by the Council as a whole to do so.

It is also very important that we have a clear understanding of the appropriate roles for staff and policymakers as it relates to this process. In the case of the upcoming County Line Road *Phase 2* and Kennedy Street projects, there will be *significant* ROW acquisition required that will likely involve the expenditure of hundreds of thousands of dollars, if not more.

City Council must be prepared for the ***possibility*** of exercising eminent domain or condemnation proceedings in order to move these projects forward in a timely manner. This may be the case as it relates to the Phase 1 project (if we ever figure out where the money will come from to fund that project).

That being the case, these are legal matters and different individuals being perceived as representatives of the City talking to the affected residents or property owners about ROW acquisition will clearly be confusing, detrimental, and costly to both the City and those individuals.

I strongly recommend that all Councilmembers avoid any conversation with any such property owners or residents as described above about ROW acquisition on any roadway project; and direct all such inquiries to the staff.

Let me know if you have any questions.

Thomas L. Mattis
City Manager

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: **AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORGINALLY ADOPTED BY ORDINANCE NO. 2020-09- 08-26 ADOPTED SEPTEMBER 8, 2020; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

DEPARTMENT: City Manager

PROPOSED ACTION: Review and adopt Ordinance as presented.

BACKGROUND: Detail of the first Budget Amendment was presented at the June 15 Council meeting. Since that time, two corrections were found to be needed on two specific line items and additional information was received resulting in addition of expenses in the Debt Service fund. On page 6 of EXHIBIT A, the increase for Cares Act Revenue should be $393,295. On page 24 a slight adjustment was made to the Workers Comp line Item. On page 42, accrued interest on the 2021 Refunding Bonds was added as it will be paid in this fiscal year. In addition, on page 67 The Asst. City Manager/CFO position was reclassified to simply Chief Finance Officer. Finally, on page 69, a full-time position of Public Information Officer was added. This was previously approved by Council but was left off the amended schedule of authorized positions.

BUDGET/FINANCIAL IMPACT:
None

RECOMMENDATION: Recommended for acceptance

ATTACHMENTS: The Ordinance with Exhibit A that details changes to each line item that was provided at the June 16th meeting. The attachment here, contains a copy of the Ordinances which include changes sited above.

{X} Staff will be making a detailed presentation on this agenda item at the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

ORDINANCE NO. ____________

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORGINALLY ADOPTED BY ORDINANCE NO. 2020-09-08-26 ADOPTED SEPTEMBER 8, 2020; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Elgin, Texas approved Budget Ordinance No. 2020-09-08-26 for the 2020-21 Fiscal Year on September 8, 2020; and

WHEREAS, the City Manager of the City of Elgin has submitted to the City Council, a proposed budget amendment of revenues and expenditures of the City of Elgin for the fiscal year ending September 30, 2021; and

WHEREAS, the City Council of the City of Elgin, Texas desires to amend the approved Budget Ordinance for the 2020-21 Fiscal Year;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ELGIN, THAT:

SECTION 1: AMENDMENT TO CURRENT BUDGET

That appropriations for the Fiscal Year beginning October I , 2020 and ending September 30, 2021, for support of the general government of the City of Elgin, Texas be amended for said term in accordance with changes in expenditures shown in Exhibit A, attached hereto for the purposes stated herein.

SECTION 2: APPROVAL OF AMENDMENT

That the budget amendment, as shown in words and figures in Exhibit A are hereby approved in all aspects and adopted as an amendment to the City budget for the Fiscal Year beginning October I, 2020 and ending September 30, 2021.

SECTION 3: APPROVAL OF APPENDIX A

That adoption of the budget amendment includes approval of staffing changes identified in APPENDIX A with the same effective date as shown in SECTION 8 below.

SECTION 4: BUDGET AMENDMENT FILING

In accordance with § **102.008(1),** Local Government Code, The Director of Finance is directed to file with the City Secretary a true copy of the amended final budget as adopted by the City Council, and the City Secretary is directed to certify as a true copy said amended budget and file it with this Ordinance in the official records of the City.

SECTION 5: BUDGET AMENDMENT POSTING

In accordance with § **102.008(2),** Local Government Code, The Director of Finance is directed to take action to ensure that a copy of the amended budget is posted to the City's website.

SECTION 6: CONFLICT

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 7: OPEN MEETINGS

That it is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of time, place, location and the purpose of said meeting was given as required by the Open Meetings Act, Ch. 551 LGC.

SECTION 8: PUBLICATION

The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption of this Ordinance as an alternative method of publication provided by law.

SECTION 9: EFFECTIVE DATE

This Ordinance shall be in full force and effective from and after the date of its final passage and adoption in accordance with state law.

PRESENTED, REVIEWED, CONSIDERED AND APPROVED ON THIS ______ DAY OF JULY 2021 BY A VOTE OF.._____AYES,_____NAYS AND _____ABSTENTIONS, AT A REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS.

CITY OF ELGIN by:

____

Sue Brashar, Mayor Pro Tem

ATTEST:

____

Jennifer Stubbs, City Secretary

APPROVED AS TO FORM AND LEGALITY:

____

Charles Crossfield, City Attorney

EXHIBIT A

ORDINANCE NO.

AMENDED Operating Budget CITY OF ELGIN

FISCAL YEAR 2020-21

Ending September 30th, 2021

CITY OF ELGIN
•TEXAS•
•SINCE 1872•

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Special Revenue Funds

Economic Development Corporation 61

Tax Increment Re-investment Zone (TIRZ)

Appendix A

General Fund Amendment # 1 Fiscal Year 2020-21

Summary Budget Amendment General Fund

REVENUE :	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Taxes	4,904,935	3,751,449	20,719	4,925,654	0.4%
Franchise Fees	556,700	165,889	1,728	558,428	0.3%
Developer Fees and Permits	875,000	1,606,336	2,344,000	3,219,000	268%
Fines and Forfeitures	328,650	102,933	(89,000)	239,650	-27%
Community Services	93,550	21,971	(9,500)	84,050	-10%
General Charges, Fees Permits	90,100	8,822	(70,200)	19,900	-78%
Utility Charges/Trash Serv.	1,310,153	757,856	-	1,310,153	0%
Use of Money and Property	75,400	54,352	12,350	87,750	16%
Grants/Donations/Transfers In	1,302,000	1,032,172	258,045	1,572,295	21%
Total	9,536,488	7,501,780	2,468,142	12,016,880	26%

EXPENDITURES :	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Exec./Administration	1,385,187	685,038	12,853	1,393,179	1%
Development Services	504,846	358,956	528,911	1,033,757	105%
Police	3,668,001	1,748,648	(79,277)	3,588,724	-2%
Community Services	1,270,437	418,200	(105,566)	1,164,871	-8%
Public Works	2,640,425	1,093,126	(26,471)	2,613,954	-1%
Non-dept -Unallocated Reserve	67,592	-	(67,592)	-	-100%
TOTAL	9,536,488	4,303,968	262,858	9,794,485	3%

2.

General Fund Amendment # 1
Fiscal Year 2020-21

REVENUE	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Taxes					
Property Taxes					
Property Taxes - *Current*	2,672,682	2,355,157	(34,117)	2,638,565	-1%
Property Taxes - *Delinquent*	320,250	307,645		320,250	0%
Prop. Taxes - Prior Year Delir	38,850	25,560	-	38,850	0%
Penalty & Int.-*Delinquent*	27,300	19,540	-	27,300	0%
Subtotal	3,059,082	2,707,902	(34,117)	3,024,965	-1%
Sales Tax					
Sales Tax	1,827,853	1,033,338	54,836	1,882,689	3%
Miscellaneous Taxes					
Beverage Tax	18,000	10,209	-	18,000	0%
Total Taxes	**4,904,935**	**3,751,449**	**20,719**	**4,925,654**	0.4%
Franchise Fees					
Franchise Electric	272,000	6,084	-	272,000	0%
Franchise Gas	48,500	42,228	(6,272)	42,228	-13%
Franchise Misc Telephone	30,000	5,514	-	30,000	0%
Franchise Fee Waste Mgmt.	56,000	37,941	8,000	64,000	14%
Franchise Cable	150,000	74,122	-	150,000	0%
Franchise Billboard	200	-	-	200	0%
Total Franchise Fees	**556,700**	**165,889**	**1,728**	**558,428**	0.3%
Development Services Fees					
Building Permits					
Building Permits(E,M,P)	120,000	545,139	950,000	1,070,000	792%
Security/Fire Alarm Permit	8,500	2,150	-	8,500	0%
Sprinkler Sys. Permit Fees	500	-	-	500	0%
Subtotal	129,000	547,289	950,000	1,079,000	736%
Development Process Fees					
Planning & Zoning Fees	-	1,070	2,500	2,500	100%
Zoning/Land use Fees	100,000	1,930	(95,000)	5,000	-95%
Plats - Concept Plans	75,000	30,023	-	75,000	0%
Subdivision Construct. Plans	-	26,099	50,000	50,000	100%
Site Development Plans	150,000	502,095	850,000	1,000,000	567%
Subtotal	325,000	561,217	807,500	1,132,500	248%
Inspection/Occupancy					
Inspection/Re-inspect. Fees	200,000	397,830	600,000	800,000	300%
Fire Inspection Fees	500	-	-	500	0%
Certificate of Occupancy	15,000	-	(13,500)	1,500	-90%
Subtotal	215,500	397,830	586,500	802,000	272%
Master Devl. Fees	200,000	100,000	-	200,000	0%
Subtotal	200,000	100,000	-	200,000	0%

REVENUE (Cont.)	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Misc. Admin. Fees					
Postal/Filing Recovery Fees	500	-	-	500	0%
Renotifications Fees	1,000	-	-	1,000	0%
Delay of Hearing Penalty	1,500	-	-	1,500	0%
Work W/O City Approval	2,500	-	-	2,500	0%
Subtotal	5,500	-	-	5,500	0%
Total Develop. Service Fees	**875,000**	**1,606,336**	**2,344,000**	**3,219,000**	268%
Fines and Forfeitures					
Municipal Court					
Arrest Fees	100	4	-	100	0%
Dismissal Fee	50	-	-	50	0%
Municipal Court Fines	275,000	99,220	(67,000)	208,000	-24%
Child Safety et al Court Fees	4,500	918	(1,500)	3,000	-33%
Subtotal	279,650	100,142	(68,500)	211,150	-24%
Code Enforcement					
Animal Control Fees	2,000	18	(1,000)	1,000	-50%
Code Enforcement Penalties	12,000	1,110	(9,500)	2,500	-79%
Code Enforce. Lien Recov.	35,000	1,663	(10,000)	25,000	-29%
Subtotal	49,000	2,791	(20,500)	28,500	-42%
Fines and Forfeiture Total	**328,650**	**102,933**	**(89,000)**	**239,650**	-27%
Community Services					
Library Revenue					
Library Card (Resident)	7,500	3,050	-	7,500	0%
Library Card (Non-Res.)	3,500	355	-	3,500	0%
Library Fines	2,000	150	-	2,000	0%
Library Special Events	9,500	-	-	9,500	0%
Library Copying Fees	-	748	2,000	2,000	100%
Library Misc. Charges	500	149	-	500	0%
Library Donations	2,000	24	(1,000)	1,000	-50%
Subtotal	25,000	4,476	1,000	26,000	4%
Park and Recreation Revenue					
Rec All Purpose Annual Pass	40,000	1,242	(20,000)	20,000	-50%
Rec Membership Fees	12,000	6,287	-	12,000	0%
Rec Membership Daily Fees	5,000	915	(3,000)	2,000	-60%
Pool Rental/Lessons	5,000	-	-	5,000	0%
Special Events/Rec Prog.	3,500	3,350	4,500	8,000	129%
Subtotal	65,500	11,794	(18,500)	47,000	-28%
Other Misc. Comm. Serv. Fee					
Historic Dist Fee	300	50	-	300	0%
Temporary Banner Permit	250	-	-	250	0%
Sign Permit	2,500	5,651	8,000	10,500	320%
Subtotal	3,050	5,701	8,000	11,050	262%
Community Services Total	**93,550**	**21,971**	**(9,500)**	**84,050**	-10%

REVENUE (Cont.)	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
General Licenses, Fees and Charges					
General Charges for Services					
Alcohol Beverage License	1,500	75	-	1,500	0%
Vending Machine License	50	-	-	50	0%
Solicitor's Permit	800	100	-	800	0%
Wrecker Permit	200	175	-	200	0%
Movie Location Fees	1,000	200	-	1,000	0%
Police Accident Reports	2,500	456	(1,000)	1,500	-40%
Open Rec./Copier/Notary	1,500	1,636	1,000	2,500	67%
Subtotal	7,550	2,642	-	7,550	0%
Transaction Fees					
Returned Check Fee	250	30	-	250	0%
Credit Card Fee <$300	-	3,300	6,800	6,800	-100%
Internet Trans. Fee	5,000	-	(5,000)	-	-100%
Library E Rate	300	-	-	300	0%
Subtotal	5,550	3,330	1,800	7,350	32%
Police Special Services					
Elgin ISD SRO Charges	75,000	-	(75,000)	-	-100%
EPD Escort Fees	2,000	2,850	3,000	5,000	150%
Subtotal	77,000	2,850	(72,000)	5,000	-94%
General Licenses & Fees Total	**90,100**	**8,822**	**(70,200)**	**19,900**	-78%
Utility Charges					
Sanitation Services					
Application Fee	500	-	-	500	0%
Trash Collect - Resident	765,136	757,856	-	765,136	0%
Trash Collect - Com Carts	53,680	-	-	53,680	0%
Trash Collect - Com Contain.	490,837	-	-	490,837	0%
Utility Charges Total	**1,310,153**	**757,856**	**-**	**1,310,153**	0%
Use of Money and Property					
Investment-Interest Income					
Interest Income	25,000	2,135	-	25,000	0%
Subtotal	25,000	2,135	-	25,000	0%
Rental City Property					
Rec. Center Rentals	1,000	210	-	1,000	0%
Fleming Center Rentals	6,000	150	(4,000)	2,000	-67%
Sports Venue Rentals	3,500	1,548	-	3,500	0%
Park Rentals	1,000	937	1,000	2,000	100%
Reservation Cancel Fee	250	-	-	250	0%
Subtotal	11,750	2,845	(3,000)	8,750	-26%
Sale of Surplus Property					
Equipt. Salvage General Gov.	15,000	20,693	7,000	22,000	47%
Subtotal	15,000	20,693	7,000	22,000	47%

REVENUE (Cont.)	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Refunds and Reimbursements					
Refund- Rebates	10,000	28,679	22,000	32,000	220%
Insurance Claims	13,650	-	(13,650)	-	-100%
Subtotal	23,650	28,679	8,350	32,000	35%
Use of Money & Property Total	**75,400**	**54,352**	**12,350**	**87,750**	16%
Grants/Donations/Transfers In					
Grants					
Cares Act	10,000	403,295	393,295	403,295	3933%
Grant - PD	15,000	-	(15,000)	-	-100%
Library Grant TSLAC	9,000	3,627	-	9,000	0%
Subtotal	34,000	406,922	378,295	412,295	1113%
Donations					
Contri. - Blue Santa	-	2,250	2,250	4,500	100%
Contri. - Canine Unit	-	-	-	-	0%
Subtotal	-	2,250	2,250	4,500	100%
Transfers in					
Transfer In from HOT Fund	25,000	-	-	25,000	0%
Transfer In Utility- Water	675,000	337,500	(67,500)	607,500	-10%
Transfer In Utility- Sewer	550,000	275,000	(55,000)	495,000	-10%
Transfer In from EDC	18,000	10,500	-	18,000	0%
Subtotal	1,268,000	623,000 -	(122,500)	1,145,500	-10%
Grants/Donations/Transf. Total	**1,302,000**	**1,032,172**	**258,045**	**1,562,295**	20%
Grand Total	**9,536,488**	**7,501,780**	**2,468,142**	**12,006,880**	26%

General Fund Amendment # 1 Fiscal Year 2020-21

Summary Budget Amendment General Fund - Expenditures

EXPENDITURES :	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Exec./Administration					
City Council	81,819	57,249	2,906	84,725	4%
City Mgr./City Secretary	447,454	223,149	(4,362)	438,231	-2%
Finance & HR	551,490	262,934	23,667	575,157	4%
Municipal Court	304,424	141,706	(9,358)	295,066	-3%
Subtotal	1,385,187	685,038	12,853	1,393,179	1%
Development Services					
Planning/Zoning	336,127	202,144	111,603	447,730	33%
Permits- Bldg/Fire	168,719	156,812	417,308	586,027	247%
Subtotal	504,846	358,956	528,911	1,033,757	105%
Police					
Administration	557,641	312,428	(919)	556,722	-0.2%
Patrol	1,942,642	886,180	(17,934)	1,924,708	-1%
Criminal Investigations CID	529,757	253,020	(16,999)	512,758	-3%
Telecomm.	368,705	179,194	(25,605)	343,100	-7%
Support Services	269,256	117,826	(17,820)	251,436	-7%
Subtotal	3,668,001	1,748,648	(79,277)	3,588,724	-2%
Community Services					
Comm. Services Admin.	285,773	103,976	(25,005)	260,768	-9%
Library Operations	471,262	176,210	(13,027)	458,235	-3%
Recreation Prog.	357,230	123,679	(29,248)	327,982	-8%
Swimming Pool	156,172	14,335	(38,286)	117,886	-25%
Subtotal	1,270,437	418,200	(105,566)	1,164,871	-8%
Public Works					
Adminstration	182,398	90,188	(6,418)	175,980	-4%
Streets Division	1,123,061	449,218	(19,050)	1,104,011	-2%
Sanitation Division	949,163	376,794	-	949,163	0%
Parks and Grounds	385,803	176,926	(1,003)	384,800	-0.3%
Subtotal	2,640,425	1,093,126	(26,471)	2,613,954	-1%
Non-dept -Unallocated Reserve	67,592	-	(67,592)	-	-100%
TOTAL	**9,536,488**	**4,303,968**	**262,858**	**9,794,485**	3%

General Fund Amendment # 1
Fiscal Year 2020-21

Legislative
111 City Council

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Compensation					
Monthly Stipend	17,400	7,500	(1,200)	16,200	-7%
Social Security	1,103	-	748	1,851	68%
Worker's Comp.	78	26	(34)	44	-44%
Unemployment Ins	329	-	54	383	16%
Travel & Training	5,500	-	-	5,500	0%
Subtotal	24,410	7,526	(432)	23,978	-2%
Supplies & Materials					
Uniforms	200	195	-	200	0%
Emergency Resp. Supp.	-	743	743	743	100%
Subtotal	200	938	743	943	372%
Services & Other Charges					
Dues & Memberships	3,500	969	(500)	3,000	-14%
Comm. Supp. Non-Profits	31,000	31,000	-	31,000	0%
Errors & Omissions Ins.	10,284	10,284	-	10,284	0%
Employee Bond	400	520	120	520	30%
Subtotal	45,184	42,773	(380)	44,804	-1%
Internal Service Transfers					
ISF- IT Service Charges	12,025	6,012	2,975	15,000	25%
	12,025	6,012	2,975	15,000	25%
TOTALS	81,819	57,249	2,906	84,725	4%

Executive

City Manager

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	237,640	116,907	(6,613)	231,027	-3%
Longevity Pay	480	500	20	500	4%
Social Security	16,734	7,047	(1,830)	13,074	-11%
Municipal Retire. Sys.	34,624	17,099	(907)	30,964	-3%
Worker's Comp.	418	314	136	646	33%
Unemployment Ins.	340	340	170	680	50%
Medical Insurance	29,604	14,528	-	29,064	0%
Car Allowance	8,400	4,477	-	8,400	0%
Travel & Training	4,500	503	-	4,500	0%
Subtotal	332,740	161,715	(9,024)	318,855	-3%
Supplies & Materials					
Office Supplies	3,500	701	(800)	2,700	-23%
Postage	-	250	500	500	100%
Printing	1,500	-	-	1,500	0%
Printing Covid-19 signs	1,000	-	-	1,000	0%
Meeting Expenses	2,500	555	-	2,500	0%
Uniforms and Clothing	200	-	-	200	0%
Employee Appreciation	15,000	8,373	1,000	16,000	7%
Covid Supplies	-	3,826	4,000	4,000	100%
Subtotal	23,700	13,705	4,700	28,400	20%
Services & Other Charges					
Legal Services	17,500	11,531	7,500	25,000	43%
Engineering	5,000	4,064	5,000	10,000	100%
Contract Services	2,500	3,500	1,000	3,500	40%
Dues & Subscriptions.	2,500	299	-	2,500	0%
Codification	7,500	1,225	-	7,500	0%
Printing Services	1,000	340	-	1,000	0%
Elections	26,000	12,462	(13,538)	12,462	-52%
Employee Bond	400	-	-	400	0%
Subtotal	62,400	33,421	(38)	62,362	-0.1%
Internal Service Charges					
ISF- IT Service Charges	17,325	8,663	-	17,325	0%
ISF-Bldg. Service Charges	11,289	5,645	-	11,289	0%
Subtotal	28,614	14,308	-	28,614	0%
TOTALS	447,454	223,149	(4,362)	438,231	-1.0%

Finance & Admin.

114 Finance & HR

Salaries & Benefits	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Base Salaries	310,831	150,923	(2,454)	308,377	-1%
Overtime	-	3,460	3,460	3,460	100%
Longevity Pay	850	780	(70)	780	-8%
Social Security	19,879	11,386	1,592	21,471	8%
Municipal Retire. Sys.	44,034	21,784	90	44,124	0.2%
Worker's Comp.	576	349	93	669	16%
Unemployment Ins.	680	1,071	1,071	1,751	158%
Medical Insurance	33,833	18,151	4,765	38,598	14%
Travel & Training	8,000	477	-	8,000	0%
Subtotal	418,683	208,381	8,547	427,230	2%
Supplies & Materials					
Office Supplies	3,000	1,135	-	3,000	0%
Postage	2,500	500	-	2,500	0%
Minor Office Equipt.	-	262	1,500	1,500	100%
Uniforms	-	361	500	500	100%
Subtotal	5,500	2,258	2,000	7,500	36%
Services & Other Charges					
Audit Services	35,000	-	-	35,000	120%
Dues & Member.	450	175	-	450	0%
Print Public Notices	-	120	120	120	100%
Appraisal Board	35,000	17,804	-	35,000	0%
County Tax Collect.	7,500	7,352	-	7,500	0%
Pre Emply Screen	4,600	3,675	3,000	7,600	65%
Temp. Employee Services	-	840	10,000	10,000	100%
Employee Bond	500	200	-	500	0%
Subtotal	83,050	30,166	13,120	96,170	16%
Internal Service Transf.					
ISF- IT Service Charges	16,034	8,017	-	16,034	0%
ISF-Bldg. Service Charges	28,223	14,112	-	28,223	0%
Subtotal	44,257	22,129	-	44,257	0%
TOTALS	551,490	262,934	23,667	575,157	4%

Municipal Court	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	122,554	60,836	-	122,554	0%
Overtime	2,644	37	-	2,644	0%
Longevity Pay	660	745	-	660	0%
Social Security	7,986	4,515	588	8,574	7%
Municipal Retire. Sys.	17,691	8,638	-	17,691	0%
Worker's Comp.	511	160	(235)	276	-46%
Unemployment Ins.	227	116	(111)	116	-49%
Medical Insurance	25,375	12,634	-	25,375	0%
Travel & Training	2,500	366	-	2,500	0%
Subtotal	180,148	88,047	242	180,390	0.1%
Supplies & Materials					
Office Supplies	1,500	177	(850)	650	-57%
Postage	1,500	500	(250)	1,250	-17%
Printed Materials	1,000	-	(500)	500	-50%
Uniforms	350	-	-	350	0%
Subtotal	4,350	677	(1,600)	2,750	-37%
Services & Other Charges					
Collection Fees	15,000	7,250	-	15,000	0%
Judicial Services	52,000	20,878	(10,000)	42,000	-19%
Legal Services - Pros.	15,000	6,366	2,000	17,000	13%
Dues & Memberships	150	-	-	150	0%
Jury Expense	800	-	-	800	0%
Subtotal	82,950	34,494	(8,000)	74,950	-10%
Internal Service Transf.					
ISF- IT Service Charges	20,042	10,021	-	20,042	0%
ISF-Bldg. Service Charges	16,934	8,467	-	16,934	0%
Subtotal	36,976	18,488	-	36,976	0%
TOTALS	304,424	141,706	(9,358)	295,066	-3%

General Fund Amendment # 1
Fiscal Year 2020-21

Development Services

121 Planning/Zoning Div	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	116,293	57,588	440	116,733	0%
Overtime	1,314	34	(750)	564	-57%
Longevity Pay	1,440	1,260	(180)	1,260	-13%
Social Security	7,564	4,690	886	8,450	12%
Muni. Retirement Sys.	16,754	5,286	(3,140)	13,614	-19%
Worker's Comp.	215	242	147	362	68%
Unemploy. Insurance	116	116	-	116	0%
Medical Insurance	16,917	10,620	-	16,917	0%
Travel & Training	1,500	-	-	1,500	0%
Subtotal	162,113	79,836	(2,597)	159,516	-2%
Supplies & Materials					
Office Supplies	2,000	588	-	2,000	0%
Postage	4,000	500	-	4,000	0%
Printing	2,500	-	(1,000)	1,500	-40%
Minor Office Equipt.	2,500	30	(1,000)	1,500	-40%
Uniforms	500	-	1,500	2,000	300%
Subtotal	11,500	1,118	(500)	11,000	-4%
Services & Other Charges					
Legal Fees	6,000	1,258	(2,000)	4,000	-33%
Plan Review/ Reim.	125,000	103,244	110,000	235,000	88%
Dues & Memberships	2,500	564	(1,500)	1,000	-60%
Printing Services	-	555	1,000	1,000	100%
CC Card Fees	4,500	2,912	2,000	6,500	44%
Filing Fees	1,200	1,000	1,500	2,700	125%
	139,200	109,533	111,000	250,200	0%
Internal Service Charges					
ISF- IT Service Charges	12,025	6,012	1,200	13,225	10%
ISF-Bldg. Service Charges	11,289	5,645	2,500	13,789	22%
Subtotal	23,314	11,657	3,700	27,014	16%
TOTALS	**336,127**	**202,144**	**111,603**	**447,730**	33%

Development Services

123 Building/Fire Permitting

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	81,368	19,084	122,350	203,718	150%
Overtime	1,376	-	15,360	16,736	100%
Longevity Pay	60	60	-	60	0%
Social Security	5,253	1,304	9,120	14,373	174%
Muni. Retirement Sys.	11,637	2,889	20,202	31,839	174%
Worker's Comp.	161	-	860	1,021	534%
Unemploy. Insurance	340	-	687	1,027	202%
Medical Insurance	8,458	-	6,331	14,789	75%
Travel & Training	500	-	500	1,000	100%
Subtotal	109,153	23,337	175,410	284,563	161%
Supplies & Materials					
Office Supplies	1,500	-	-	1,500	0%
Printing	1,000	-	-	1,000	0%
Minor Office Equipt.	1,000	-	-	1,000	0%
Uniforms	500	41	-	500	0%
Postage	2,500	-	-	2,500	0%
Subtotal	6,500	41	-	6,500	0%
Services & Other Charges					
Contract Serv. Reim.	25,000	121,150	175,000	200,000	700%
Dues & Memberships	1,000	-	-	1,000	0%
Legal Fees	2,500	-	-	2,500	0%
Subtotal	28,500	121,150	175,000	203,500	614%
Internal Service Charges					
ISF- IT Service Charges	8,017	4,009	24,060	32,077	300%
ISF-Bldg. Service Charges	11,289	5,645	22,578	33,867	200%
ISF-Vehicle Charges	5,260	2,630	20,260	25,520	385%
Subtotal	24,566	12,284	66,898	91,464	272%
TOTALS	**168,719**	**156,812**	**417,308**	**586,027**	247%

General Fund Amendment # 1
Fiscal Year 2020-21

Public Safety Administration	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	332,821	197,306	(12,665)	320,156	-4%
Overtime	1,265	4,628	6,000	7,265	474%
Longevity Pay	540	575	35	575	6%
Social Security	21,217	15,116	1,135	22,352	5%
Muni. Retirement Sys.	47,015	25,245	(5,737)	41,278	-12%
Worker's Comp.	4,793	4,156	1,032	5,825	22%
Unemploy. Insurance	851	848	3	854	0.4%
Medical Insurance	34,070	9,011	(8,142)	25,928	-24%
Travel Training	3,000	1,087	-	3,000	0%
Subtotal	445,572	257,972	(18,339)	427,233	-4%
Supplies & Materials					
Office Supplies	2,500	2,175	2,000	4,500	80%
Postage	2,000	54	(1,500)	500	-75%
Minor Office Equipt.	1,000	434	-	1,000	0%
Uniforms	5,000	2,371	-	5,000	0%
Ammunition	2,400	2,548	1,000	3,400	42%
Emergen. Resp. Supplies	-	188	200	200	100%
Subtotal	12,900	7,770	1,700	14,600	13%
Services & Other Charges					
Legal Services	2,000	-	(1,500)	500	-75%
Consulting Services	1,500	-	(1,500)	-	-100%
Dues & Memberships	500	22	(400)	100	-80%
Explorer Prog.	750	-	-	750	0%
Boot Camp Juv. Prog.	5,000	4,620	(380)	4,620	-8%
Subtotal	9,750	4,642	(3,780)	5,970	-39%
Internal Service Charges					
ISF- IT Service Charges	45,415	20,042	7,500	52,915	17%
ISF-Bldg. Service Charges	28,223	14,112	10,000	38,223	35%
ISF-Vehicle Charges	15,781	7,890	2,000	17,781	13%
Subtotal	89,419	42,044	19,500	108,919	22%
TOTALS	557,641	312,428	(919)	556,722	-0.2%

Public Safety

Patrol Operations

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	944,547	417,970	(47,346)	897,201	-5%
Overtime	80,000	58,499	18,499	98,499	23%
Longevity Pay	2,160	1,420	(740)	1,420	-34%
Social Security	60,027	35,900	4,674	64,701	8%
Muni. Retirement Sys.	133,012	66,644	(2,548)	130,464	-2%
Worker's Comp.	17,344	13,216	5,193	22,537	30%
Unemploy. Insurance	3,062	2,441	(621)	2,441	-20%
Medical Insurance	135,807	42,997	(16,685)	119,122	-12%
Travel & Training	10,000	895	(3,500)	6,500	-35%
Subtotal	1,385,959	639,982	(43,074)	1,342,885	-3%
Supplies & Materials					
Office Supplies	7,500	1,796	-	7,500	0%
Postage	500	-	(400)	100	-80%
Printed Forms	500	-	(400)	100	-80%
Minor Office Equipt.	93,975	18,801	-	93,975	0%
Uniforms	24,000	5,191	-	24,000	0%
Ammunition	6,000	6,351	3,000	9,000	50%
Firearms	6,630	-	(6,630)	-	-100%
Safety Supplies	-	118	250	250	100%
Subtotal	139,105	32,257	(4,180)	134,925	-3%
Services & Other Charges					
Dues & Memberships	1,000	-	(500)	500	-50%
Contract Services	149,000	70,068	-	149,000	0%
Detention Services	6,000	2,820	-	6,000	0%
Police Academy	-	2,200	2,200	2,200	100%
Law Enforcement Ins.	14,391	15,258	867	15,258	6%
Subtotal	170,391	90,346	2,567	172,958	2%
Internal Service Charges					
ISF- IT Service Charges	87,153	43,577	-	87,153	0%
ISF-Bldg. Service Charge	62,091	31,046	15,000	77,091	24%
ISF-Vehicle Charges	97,943	48,972	11,753	109,696	12%
Subtotal	247,187	123,595	26,753	273,940	11%
TOTALS	1,942,642	886,180	(17,934)	1,924,708	-1%

Public Safety
CID Division

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	298,072	136,901	(12,135)	285,937	-4%
Overtime	42,000	17,903	(9,097)	32,903	-22%
Longevity Pay	480	480	-	480	0%
Social Security	18,930	11,784	2,304	21,234	12%
Muni. Retirement Sys.	41,947	21,713	(4,737)	37,210	-11%
Worker's Comp.	5,469	4,142	1,731	7,200	32%
Unemploy. Insurance	851	921	70	921	8%
Medical Insurance	34,070	15,671	-	34,070	0%
Travel & Training	2,500	764	-	2,500	0%
Subtotal	444,319	210,279	(21,864)	422,455	-5%
Supplies & Materials					
Office Supplies	2,500	2,382	2,000	4,500	80%
Postage	450	-	(400)	50	-89%
Printed Materials	500	900	500	1,000	100%
Minor Office Equipt.	-	15	15	15	100%
Uniforms	3,000	2,084	1,000	4,000	33%
Investigative Supplies	12,200	6,535	-	12,200	0%
Ammunition	3,000	806	(1,000)	2,000	-33%
Firearms	2,750	-	(2,750)	-	-100%
Subtotal	24,400	12,722	(635)	23,765	-3%
Services & Other Charges					
Dues & Memberships	1,000	-	-	1,000	0%
Subtotal	1,000	-	-	1,000	0%
Internal Service Charges					
ISF- IT Service Charges	16,034	8,017	-	16,034	0%
ISF-Bldg. Service Charges	28,223	14,112	5,500	33,723	19%
ISF-Vehicle Charges	15,781	7,890	-	15,781	0%
Subtotal	60,038	30,019	5,500	65,538	9%
TOTALS	529,757	253,020	(16,999)	512,758	-3%

Public Safety Telecomm.

Salaries & Benefits	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Base Salaries	204,527	89,317	(56,596)	147,931	-28%
Overtime	50,000	35,962	(3,538)	46,462	-7%
Longevity Pay	960	325	(635)	325	-66%
Social Security	12,968	9,547	961	13,929	7%
Municipal Retire. Sys.	28,736	17,589	(1,436)	27,300	-5%
Worker's Comp.	920	1,124	(277)	643	-30%
Unemployment Ins.	851	651	(200)	651	-24%
Medical Insurance	42,292	11,686	(17,919)	24,373	-42%
Travel & Training	1,000	-	(1,000)	-	-100%
Subtotal	342,254	166,201	(80,640)	261,614	-24%
Supplies & Materials					
Office Supplies	750	473	-	750	0%
Uniforms	750	-	(750)	-	-100%
Subtotal	1,500	473	(750)	750	-50%
Services & Other Charges					
Contract Services	-	-	51,285	51,285	0%
Subtotal	-	-	51,285	51,285	0%
Internal Service Charges					
ISF- IT Service Charges	8,017	4,053	-	8,017	0%
ISF-Bldg. Service Charges	16,934	8,467	4,500	21,434	27%
Subtotal	24,951	12,520	4,500	29,451	18%
TOTALS	368,705	179,194	(25,605)	343,100	-7%

Public Safety

Support Services

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	118,332	56,541	(14,164)	104,168	-12%
Overtime	5,000	452	(3,500)	1,500	-70%
Longevity Pay	360	305	(55)	305	-15%
Social Security	7,558	4,277	(238)	7,320	-3%
Municipal Retire. Sys.	16,746	7,568	(2,436)	14,310	-15%
Worker's Comp.	2,184	1,150	(432)	1,752	-20%
Unemployment Ins.	510	651	141	651	28%
Medical Insurance	25,375	8,802	(3,886)	21,489	-15%
Travel & Training	3,500	-	(2,500)	1,000	-71%
Subtotal	179,565	79,746	(27,070)	152,495	-15%
Supplies & Materials					
Office Supplies	500	37	-	500	0%
Postage	500	-	-	500	0%
Printed Materials	200	-	-	200	0%
Minor Supplies/Equip.	2,000	24	(1,000)	1,000	-50%
Uniforms	1,500	1,603	250	1,750	17%
Subtotal	4,700	1,664	(750)	3,950	-16%
Services & Other Charges					
Filing Fees	500	-	-	500	0%
Animal Shelter Fees	13,000	12,205	10,000	23,000	77%
Code Violation Abate.	25,000	965	-	25,000	0%
Subtotal	38,500	13,170	10,000	48,500	26%
Internal Service Charges					
ISF- IT Service Charges	16,034	8,017	-	16,034	0%
ISF-Bldg. Service Charges	19,934	9,967	-	19,934	0%
ISF-Vehicle Charges	10,523	5,262	-	10,523	0%
Subtotal	46,491	23,246	-	46,491	0%
TOTALS	269,256	117,826	(17,820)	251,436	-7%

20.

General Fund Amendment # 1
Fiscal Year 2020-21

Comm. Services
Administration

Salaries & Benefits	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Base Salaries	167,462	63,294	(14,437)	153,025	-9%
Overtime	-	27	50	50	100%
Longevity Pay	5,100	2,735	(2,365)	2,735	-46%
Social Security	16,195	5,081	(9,292)	6,903	-57%
Municipal Retire. Sys.	24,236	9,311	(2,322)	21,914	-10%
Worker's Comp.	321	177	36	357	11%
Unemployment Ins.	340	435	95	435	28%
Medical Insurance	25,375	8,548	(4,140)	21,235	-16%
Travel Training	2,500	377	(1,000)	1,500	-40%
Subtotal	241,529	89,985	(33,375)	208,154	-14%
Supplies & Materials					
Office Supplies	2,300	607	(1,000)	1,300	-43%
Postage	500	22	(250)	250	-50%
Printed Materials	1,000	-	-	1,000	0%
Minor Office Equipt.	500	51	-	500	0%
Subtotal	4,300	680	(1,250)	3,050	-29%
Services and Other Charges					
Consulting Serv.	4,500	602	-	4,500	0%
Dues & Member.	2,150	383	-	2,150	0%
Special Events	7,800	579	-	7,800	0%
Elgin Local Landmark	2,000	-	-	2,000	0%
Subtotal	16,450	1,564	-	16,450	0%
Internal Service Charges					
ISF- IT Service Charges	12,205	6,102	5,120	17,325	42%
ISF-Bldg. Service Charge	11,289	5,645	4,500	15,789	40%
Subtotal	23,494	11,747	9,620	33,114	41%
TOTALS	285,773	103,976	(25,005)	260,768	-9%

Comm. Services

Library

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	174,211	70,453	-	174,211	0%
Overtime	4,675	12	(2,000)	2,675	-43%
Longevity Pay	2,100	1,780	(320)	1,780	-15%
Social Security	11,941	5,443	-	11,941	0%
Municipal Retire. Sys.	24,763	9,053	(1,786)	22,977	-7%
Worker's Comp.	339	247	108	447	32%
Unemployment Ins.	629	682	-	629	0%
Medical Insurance	50,750	12,146	(13,229)	37,521	-26%
Travel & Training	4,300	-	-	4,300	0%
Subtotal	273,708	99,816	(17,227)	256,481	3%
Supplies & Materials					
Office Supplies	3,000	2,453	1,000	4,000	33%
Books and Supplies	16,000	4,611	-	16,000	0%
Postage	4,500	500	(2,500)	2,000	-56%
Printed Materials	1,000	-	-	1,000	0%
Minor Supplies	200	-	-	200	0%
Office Furniture	-	-	20,000	20,000	100%
Subtotal	24,700	7,564	18,500	43,200	75%
Services and Other Charges					
Consulting Serv.	34,000	30	(20,000)	14,000	-59%
Subscription Service	1,500	188	-	1,500	0%
Dues & Memberships	700	-	-	700	0%
Reading Prog.	4,300	177	-	4,300	0%
Special Events	2,500	1,457	-	2,500	0%
Telephone	7,800	2,051	(2,500)	5,300	-32%
Subtotal	50,800	3,903	(22,500)	28,300	-44%
Internal Service Charges					
ISF- IT Service Charges	88,186	44,093	8,200	96,386	9%
ISF-Bldg. Service Charge	33,868	20,834	-	33,868	0%
Subtotal	122,054	64,927	8,200	130,254	7%
TOTALS	471,262	176,210	(13,027)	458,235	-3%

Comm. Services

Recreation Prog.

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	192,993	65,454	(20,643)	172,350	-11%
Overtime	-	5	-	-	0%
Longevity Pay	120	130	10	130	8%
Social Security	12,245	4,976	(483)	11,762	-4%
Muni. Retirement Sys.	16,569	3,656	(4,620)	11,949	-28%
Worker's Comp.	348	960	828	1,176	238%
Unemploy. Insurance	2,227	708	708	2,935	32%
Medical Insurance	16,917	5,311	(3,148)	13,769	-19%
Travel & Training	2,000	288	-	2,000	0%
Subtotal	243,419	81,488	(27,348)	216,071	-11%
Supplies & Materials					
Office Supplies	2,000	437	-	2,000	0%
Printed Materials	3,500	237	-	3,500	0%
Minor Supplies/Equip.	5,500	2,652	-	5,500	0%
Uniforms	1,500	-	-	1,500	0%
Safety Supplies	-	54	100	100	100%
Subtotal	12,500	3,380	100	12,600	1%
Services & Other Charges					
Consulting Serv.	15,000	-	-	15,000	0%
Credit Card Mach Exp	4,500	173	(2,500)	2,000	-56%
Dues & Memberships	1,000	1,153	500	1,500	50%
Special Events	13,000	5,378	-	13,000	0%
Subtotal	33,500	6,704	(2,000)	31,500	-6%
Internal Service Charges					
ISF- IT Service Charges	27,649	12,026	-	27,649	0%
ISF-Bldg. Service Charge	40,162	20,081	-	40,162	0%
Subtotal	67,811	32,107	-	67,811	0%
TOTALS	357,230	123,679	(29,248)	327,982	0%

Comm. Services

Swimming Pool

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	112,300	4,924	(35,076)	77,224	-31%
Social Security	7,121	377	(2,537)	4,584	-36%
Worker's Compensation	1,891	755	(1,173)	718	-62%
Unemploy. Insurance	302	52	-	302	0%
Travel & Training	2,750	-	-	2,750	0%
Subtotal	124,364	6,108	(38,786)	85,578	-31%
Supplies & Materials					
Office Supplies	100	-	-	100	0%
Minor Office Equipt.	3,000	-	-	3,000	0%
Uniforms	3,200	-	-	3,200	0%
Chemicals	6,500	4,324	-	6,500	0%
Concession Products	10,000	4	-	10,000	0%
Pool Supplies Equipt.	5,000	1,667	-	5,000	0%
Subtotal	27,800	5,995	-	27,800	0%
Services & Other Charges					
Pool Repair	-	228	500	500	100%
Subtotal	-	228	500	500	100%
Internal Service Charges					
ISF- IT Service Charges	4,008	2,004	-	4,008	0%
ISF-Bldg. Serv. Charges	-	-	-	-	0%
Subtotal	4,008	2,004	-	4,008	0%
TOTALS	156,172	14,335	(38,286)	117,886	-25%

General Fund Amendment # 1
Fiscal Year 2020-21

Public Works

Administration

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	111,218	55,484	(5,396)	105,822	-5%
Overtime	618	321	-	618	0%
Longevity Pay	780	645	(135)	645	-17%
Social Security	7,141	4,265	715	7,856	10%
Muni. Retirement Sys.	15,817	7,963	(697)	15,120	-4%
Worker's Comp.	203	491	391	594	193%
Unemploy. Insurance	340	333	333	673	98%
Medical Insurance	16,917	7,980	(1,229)	15,688	-7%
Travel Training	2,000	415	-	2,000	0%
Subtotal	155,034	77,897	(6,018)	149,016	-4%
Supplies & Materials					
Office Supplies	1,050	599	-	1,050	0%
Uniforms	200	-	-	200	0%
Subtotal	1,250	599	-	1,250	0%
Services & Other Charges					
Dues & Memberships	500	35	(400)	100	-80%
Subtotal	500	35	(400)	100	-80%
Internal Service Charges					
ISF- IT Service Charges	14,325	6,012	-	14,325	0%
ISF- Bldg. Service Charges	11,289	5,645	-	11,289	0%
Subtotal	25,614	11,657	-	25,614	0%
TOTALS	182,398	90,188	(6,418)	175,980	-4%

Public Works

Streets Div.

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	458,477	205,355	(23,884)	434,593	-5%
Overtime	14,244	4,603	-	14,244	0%
Longevity Pay	6,240	9,155	2,915	9,155	47%
Social Security	30,620	16,700	1,929	32,549	6%
Muni. Retirement Sys.	67,826	30,699	(2,020)	65,806	-3%
Worker's Comp.	18,735	9,601	1,729	20,464	9%
Unemploy. Insurance	934	934	-	934	0%
Medical Insurance	76,779	27,339	(2,919)	73,860	-4%
Travel Training	-	305	1,000	1,000	100%
Subtotal	673,855	304,691	(21,250)	652,605	-3%
Supplies & Materials					
Office Supplies	1,200	632	-	1,200	0%
Uniforms	6,000	1,930	(2,000)	4,000	-33%
Street Maint. Supplies	149,000	29,031	-	149,000	0%
Traffic Con./Signs	6,000	57	-	6,000	0%
Tools	2,500	718	-	2,500	0%
Chemicals	1,500	-	-	1,500	0%
Emergency Resp. Supplies	-	330	500	500	100%
Minor Tool/Equipment	-	1,630	2,000	2,000	100%
Safety Supplies	-	1,646	2,000	2,000	100%
Subtotal	166,200	35,974	2,500	168,700	2%
Services & Other Charges					
Dues & Memberships	500	-	(300)	200	-60%
Temp Agency Services	40,000	1,090	-	40,000	0%
Street Lighting	107,437	45,491	-	107,437	0%
TxDOT Highway Maint.	5,000	1,419	-	5,000	0%
Crackseal Program	15,000	3,747	-	15,000	0%
Subtotal	167,937	51,747	(300)	167,637	-0.2%
Internal Service Charges					
ISF- IT Service Charges	23,208	10,021	-	23,208	0%
ISF-Bldg. Service Charges	16,934	8,467	-	16,934	0%
ISF-Vehicle Charges	63,949	32,829	-	63,949	0%
ISF-Equipt. Charges	10,978	5,489	-	10,978	0%
Subtotal	115,069	56,806	-	115,069	0%
TOTALS	1,123,061	449,218	(19,050)	1,104,011	-2%

Public Works

Sanitation

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Services & Other Charges					
Solidwaste Collection					
Trash Collect.Services	949,163	376,794	-	949,163	0%
Subtotal	949,163	376,794	-	949,163	0%
TOTALS	949,163	376,794	-	949,163	0%

Public Works

Parks Op/Maint.	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	179,670	90,059	(5,396)	174,274	-3%
Overtime	18,153	258	-	18,153	0%
Longevity Pay	1,020	1,145	125	1,145	12%
Social Security	11,974	6,969	1,273	13,247	11%
Muni. Retirement Sys.	26,523	12,839	222	26,745	1%
Worker's Comp.	3,407	2,230	824	4,231	24%
Unemploy. Insurance	857	857	-	857	0%
Medical Insurance	42,292	20,445	(701)	41,591	-2%
Travel Training	-	16	50	50	100%
Subtotal	283,896	134,818	(3,603)	280,293	-1%
Supplies & Materials					
Office Supplies	750	473	-	750	0%
Uniforms	3,600	1,903	-	3,600	0%
Tools	20,000	2,509	-	20,000	0%
Park Amenities	7,500	8,271	1,500	9,000	20%
Chemicals	4,000	603	-	4,000	0%
Emergency Response Supp.	-	92	100	100	100%
Subtotal	35,850	13,851	1,600	37,450	4%
Services & Other Charges					
Dues & Memberships	350	-	-	350	0%
Credit Card Fees	-	509	750	750	100%
Temp Services	5,000	-	-	5,000	0%
Grounds Maint. -Contract	15,000	4,775	-	15,000	0%
Emergency Repairs/Service	-	118	250	250	100%
Subtotal	20,350	5,402	1,000	21,350	5%
Internal Service Charges					
ISF- IT Service Charges	4,008	2,004	-	4,008	0%
ISF-Bldg. Service Charges	11,289	5,645	-	11,289	0%
ISF-Equipt. Charges	7,841	3,921	-	7,841	0%
ISF-Vehicle Charges	22,569	11,285	-	22,569	0%
Subtotal	45,707	22,855	-	45,707	0%
TOTALS	385,803	176,926	(1,003)	384,800	-0.3%

Utility Fund Amendment # 1
Summary of Revenue and Expenditures
Fiscal Year 2020-21

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Transaction Fees	55,780	19,352	-	55,780	0%
Water Sales & Service	3,028,248	1,657,525	278,000	3,306,248	9%
Sewer Sales & Service	2,457,634	1,119,878	(90,000)	2,367,634	-4%
Use of Money and Property	80,000	3,794	-	80,000	0%
Total Op Revenue	5,621,662	2,800,549	188,000	5,809,662	3%

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Op. Expenditures					
Administration	85,517	82,892	37,482	122,999	44%
Utility Billing	433,870	211,589	34,241	468,111	8%
Water Operations	581,468	309,911	20,860	602,328	4%
Sewer Operations	480,040	218,652	5,323	485,363	1%
Utility Maintenance	565,771	311,934	44,105	609,876	8%
Total Op Expenses	2,146,666	1,134,978	142,011	2,288,677	7%
Transfers Out					
Water Resources	1,743,887	-	(67,500)	1,676,387	-4%
Sewer Rev. Source	1,592,288	-	(55,000)	1,537,288	-3%
Total Transfers out	3,336,175	-	(122,500)	3,213,675	-4%
Total Outflow	5,482,841	1,134,978	19,511	5,502,352	0.4%

Utility Fund Amendment # 1
Fiscal Year 2020-21

Revenue	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Transaction Fees					
Returned Checks	2,280	210	-	2,280	0%
Credit Card Fees	8,500	18,527	-	8,500	0%
Internet Process Fees	45,000	615	-	45,000	0%
Subtotal	55,780	19,352	-	55,780	0%
Water Sales & Service					
Water Service App Fee	6,000	5,755	-	6,000	0%
Water Sales	2,868,201	1,459,738	60,000	2,928,201	2%
Service Taps -Water	7,350	13,000	13,000	20,350	177%
Meter Set Fee	1,500	8,250	15,000	16,500	1000%
Transfer Fees	500	290	-	500	0%
Temp. Water Service	250	-	-	250	0%
Reconnect Fees	47,800	44,925	35,000	82,800	73%
Penalties	95,897	59,968	15,000	110,897	16%
Wholesale Water Sales	-	65,375	140,000	140,000	100%
Bulk Water	750	224	-	750	0%
Subtotal	3,028,248	1,657,525	278,000	3,306,248	9%
Sewer Sales & Service					
Sewer Service App Fee	4,500	-	-	4,500	0%
Sewer Service	2,008,134	958,841	(90,000)	1,918,134	-4%
Service Taps -Sewer	25,000	4,650	-	25,000	0%
Aqua WSC	45,000	-	-	45,000	0%
Travis MUD 14-Sewer	375,000	156,387	-	375,000	0%
Subtotal	2,457,634	1,119,878	(90,000)	2,367,634	-4%
Use of Money and Property					
Interest Income	50,000	3,794	-	50,000	0%
Salvage Proceeds	15,000	-	-	15,000	0%
Refunds and Returns	15,000	-	-	15,000	0%
Subtotal	80,000	3,794	-	80,000	0%
Total Revenue	5,621,662	2,800,549	188,000	5,809,662	3%

Utility Fund Amendment # 1 Expenditures
Fiscal Year 2020-21

Administration -	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	38,972	19,104	1,468	40,440	4%
Overtime	1,399	70	(1,200)	199	-86%
Longevity Pay	-	65	65	65	100%
Social Security	2,580	1,459	300	2,880	12%
Municipal Retire. Sys.	5,451	2,701	252	5,703	5%
Worker's Comp.	70	47	20	90	29%
Unemployment Ins.	-	170	170	170	100%
Medical Insurance	8,458	4,197	32	8,490	0%
Travel Training	500	-	(500)	-	-100%
Subtotal	57,430	27,813	607	58,037	1%
Supplies & Materials					
Office Supplies	500	938	1,000	1,500	200%
Postage	100	-	-	100	0%
Printed Forms	300	-	-	300	0%
Uniforms	100	163	200	300	200%
Subtotal	1,000	1,101	1,200	2,200	0%
Services/Other Charges					
Legal Services	-	4,975	5,000	5,000	100%
Engineering Services	5,000	26,984	25,000	30,000	500%
Printing Publ. Notices	3,000	-	(3,000)	-	-100%
Dues & Memberships	1,500	-	(1,500)	-	-100%
Emergency Repair/Ser	-	9,800	10,000	10,000	100%
Annual Easements Fee	6,500	6,675	175	6,675	3%
Subtotal	16,000	48,434	35,675	51,675	24%
Internal Service Charges					
ISF- IT Service Charges	5,442	2,721	-	5,442	0%
ISF-Bldg. Serv. Charges	5,645	2,823	-	5,645	0%
Subtotal	11,087	5,544	-	11,087	0%
Total	85,517	82,892	37,482	122,999	9%

Utility Fund Amendment # 1
Fiscal Year 2020-21

Utility Billing	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits *					
Base Salaries	176,322	96,647	33,789	210,111	19%
Overtime	4,676	1,673	-	4,676	0%
Standby Pay	-	158	250	250	100%
Longevity Pay	1,080	-	-	1,080	0%
Social Security	11,545	7,519	3,628	15,173	31%
Municipal Retire. Sys.	25,545	12,241	3,633	29,178	14%
Worker's Comp.	4,477	1,943	(939)	3,538	-21%
Unemployment Ins.	857	1,029	172	1,029	20%
Medical Insurance	42,292	17,487	1,208	43,500	3%
Travel Training	2,000	-	-	2,000	0%
Subtotal	268,794	138,697	41,741	310,535	16%
Supplies & Materials					
Office Supplies	3,500	715	(1,500)	2,000	-43%
Postage	15,500	6,016	(1,000)	14,500	-6%
Printed Forms	800	-	-	800	0%
Uniforms	1,200	773	-	1,200	0%
Meter Boxes	500	3,234	3,500	4,000	700%
Minor Tools	1,000	382	-	1,000	0%
Safety Supplies	1,500	427	-	1,500	0%
Subtotal	24,000	11,547	1,000	25,000	4%
Services/Other Charges					
Collection Services	100	-	-	100	0%
CC Machine and Fees	45,000	20,766	-	45,000	0%
Dues & Memberships	500	-	(500)	-	-100%
Billing Services	8,200	2,648	(2,000)	6,200	-24%
Contract Services	12,000	292	(6,000)	6,000	-50%
Subtotal	65,800	23,706	(8,500)	57,300	-13%
Internal Service Charges					
ISF- IT Service Charges	36,532	18,266	-	36,532	0%
ISF-Bldg. Serv. Charges	28,223	14,112	-	28,223	0%
ISF-Vehicle Charges	10,521	5,261	-	10,521	0%
Subtotal	75,276	37,639	-	75,276	0%
Total	433,870	211,589	34,241	468,111	8%

Utility Fund Amendment # 1
Fiscal Year 2020-21

Water Operations

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	129,023	84,197	10,640	139,663	8%
Overtime	5,520	10,812	10,000	15,520	181%
Standby Pay	2,000	948	-	2,000	0%
Longevity Pay	-	3,820	3,820	3,820	100%
Social Security	8,837	7,795	2,920	11,757	33%
Municipal Retire. Sys.	19,533	13,690	2,923	22,456	15%
Worker's Comp.	2,514	2,508	1,262	3,776	50%
Unemployment Ins.	511	511	-	511	0%
Medical Insurance	21,146	15,663	5,250	26,396	25%
Travel Training	2,000	111	(1,500)	500	-75%
Subtotal	191,084	140,055	35,315	226,399	18%
Supplies & Materials					
Office Supplies	350	467	400	750	114%
Uniforms	1,100	548	-	1,100	0%
Emergency Response Supp	-	923	1,000	1,000	100%
Minor tools	1,200	716	-	1,200	0%
Safety Supplies	500	41	(250)	250	-50%
Treatment Chemicals	22,000	22,349	20,000	42,000	91%
Subtotal	25,150	25,044	21,150	46,300	84%
Services/Other Charges					
Dues & Memberships	150	25	(125)	25	-83%
Utilities- Electric	118,000	45,669	(5,000)	113,000	-4%
Lost Pines User Fee	70,000	17,490	-	70,000	0%
TCEQ Operating Fee	8,500	8,920	420	8,920	5%
Testing/Lab Fees	3,000	6,708	5,000	8,000	167%
Telemetry System	7,500	-	(7,500)	-	-100%
Water Tank Maint.	11,000	17,203	8,000	19,000	73%
Well Maintenance	22,000	1,100	(15,000)	7,000	-68%
Water Plant Maint.	20,000	7,789	(10,000)	10,000	-50%
Pump/Motor repair	37,000	2,339	(15,000)	22,000	-41%
Emergency Repair/Serv.	-	3,526	3,600	3,600	100%
Subtotal	297,150	110,769	(35,605)	261,545	-12%
Internal Service Charges					
ISF- IT Service Charges	23,208	11,604	-	23,208	0%
ISF-Bldg. Serv. Charges	11,289	5,645	-	11,289	0%
ISF-Equipt. Charges	12,546	10,521	-	12,546	0%
ISF-Vehicle Charges	21,041	6,273	-	21,041	0%
Subtotal	68,084	34,043	-	68,084	0%
TOTALS	581,468	309,911	20,860	602,328	4%

Utility Fund Amendment # 1
Fiscal Year 2020-21

Wastewater Ops	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	128,565	68,825	4,542	133,107	4%
Overtime	5,487	1,807	(1,000)	4,487	-18%
Standby Pay	2,000	869	(500)	1,500	-25%
Longevity Pay	-	945	945	945	100%
Social Security	8,676	5,221	1,096	9,772	13%
Municipal Retire. Sys.	19,198	10,165	1,036	20,234	5%
Worker's Comp.	2,468	1,748	730	3,198	30%
Unemployment Ins.	511	510	-	511	0%
Medical Insurance	21,146	8,863	(1,551)	19,595	-7%
Travel Training	2,500	2,415	-	2,500	0%
Subtotal	190,551	101,368	5,298	195,849	3%
Supplies & Materials					
Office Supplies	650	196	(300)	350	-46%
Uniforms	1,900	947	(500)	1,400	-26%
Safety Supplies	1,450	266	(1,000)	450	-69%
Testing Supplies	6,200	263	-	6,200	0%
Treatment Chemicals	92,000	41,296	-	92,000	0%
Subtotal	102,200	42,968	(1,800)	100,400	-2%
Services/Other Charges					
Dues & Memberships	200	25	(175)	25	-88%
Utilities- Electric	43,000	-	-	43,000	0%
TCEQ Operating Fee	10,000	5,649	-	10,000	0%
Util.- Elm Creek Water	350	1,432	-	350	0%
Testing/Lab Fees	9,500	4,369	-	9,500	0%
Emergency Repair/Serv.	-	1,798	2,000	2,000	100%
WW Plant Maintenance	20,000	3,298	(10,000)	10,000	-50%
Sludge Removal -Con.	60,000	35,625	10,000	70,000	17%
Subtotal	143,050	52,196	1,825	144,875	1%
Internal Service Charges					
ISF- IT Service Charges	9,883	4,941	-	9,883	0%
ISF-Bldg. Service Charge	11,289	5,645	-	11,289	0%
ISF-Equipt. Charges	12,546	5,261	-	12,546	0%
ISF-Vehicle Charges	10,521	6,273	-	10,521	0%
Subtotal	44,239	22,120	-	44,239	0%
TOTALS	480,040	218,652	5,323	485,363	1%

Utility Fund Amendment # 1
Fiscal Year 2020-21

Utility Maintenance	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	231,088	123,329	(7,212)	223,876	-3%
Overtime	23,447	37,712	24,468	47,915	104%
Standby Pay	3,750	869	(2,500)	1,250	-67%
Longevity Pay	5,340	4,410	(930)	4,410	-17%
Social Security	16,715	12,377	3,556	20,271	21%
Municipal Retire. Sys.	36,987	23,349	3,829	40,816	10%
Worker's Comp.	5,631	4,325	1,633	7,264	29%
Unemployment Ins.	-	852	852	852	100%
Medical Insurance	50,750	24,563	(5,041)	45,709	-10%
Travel Training	1,200	1,182	-	1,200	0%
Subtotal	374,908	232,968	18,655	393,563	5%
Supplies & Materials					
Office Supplies	700	184	(350)	350	-50%
Uniforms	4,200	1,796	(1,000)	3,200	-24%
Bedding Material	8,500	7,434	5,000	13,500	59%
Mains/ lines Water	33,000	3,730	(25,000)	8,000	-76%
Mains/Lines Sewer	20,000	6,751	(10,000)	10,000	-50%
Hydrants/Valves	3,500	3,724	2,000	5,500	57%
Minor Tools	14,200	6,273	-	14,200	0%
Safety Supplies	4,000	1,253	(1,200)	2,800	-30%
Treatment Chemicals	-	-	4,000	4,000	0%
Subtotal	88,100	31,145	(26,550)	61,550	-30%
Services/Other Charges					
Dues & Memberships	300	-	-	300	0%
Utilities- Electric	12,000	1,450	-	12,000	0%
Utilities- Gas	1,200	-	-	1,200	0%
Emergency Repair/Serv.	-	1,739	2,000	2,000	100%
Lift Station Maint.	-	-	50,000	50,000	100%
Subtotal	13,500	3,189	52,000	65,500	385%
Internal Service Charges					
ISF- IT Service Charges	5,442	2,721	-	5,442	0%
ISF-Bldg. Service Charge	36,532	18,266	-	36,532	0%
ISF-Equipt. Charges	23,208	12,041	-	23,208	0%
ISF-Vehicle Charges	24,081	11,604	-	24,081	0%
Subtotal	89,263	44,632	-	89,263	0%
TOTALS	565,771	311,934	44,105	609,876	8%

Utility Fund Proposed Appropriations
Fiscal Year 2020-21

Transfers Out	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Water System Resources					
To General Fund	675,000	-	(67,500)	607,500	-10%
To I&S Bond Fund	1,040,945	-	-	1,040,945	0%
To Capital Leases	27,942	-	-	27,942	0%
Subtotal	1,743,887	-	(67,500)	1,676,387	-4%
Sewer System Resources					
To General Fund	550,000	-	(55,000)	495,000	-10%
To I&S Bond Fund	1,014,346	-	-	1,014,346	0%
To Capital Leases	27,942	-	-	27,942	0%
Subtotal	1,592,288	-	(55,000)	1,537,288	-3%
Total Transfers	3,336,175	-	(122,500)	3,213,675	-4%

Debt Service Fund Amendment # 1
Fiscal Year 2020-21
Summary of Revenue and Expenditure

(Resources) Revenue	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
General Govern't					
Property Taxes	1,612,600	1,433,247	(17,981)	1,594,619	-1%
Interest Income	3,500	1,508	-	3,500	0%
Subtotal	1,616,100	1,434,755	(17,981)	1,598,119	-1%
Utility Funds Transf. In					
Water Rev. Funds	1,068,887	534,444	-	1,068,887	0%
Sewer Revenue	1,042,288	521,144	-	1,042,288	0%
Subtotal	2,111,175	1,055,588	-	2,111,175	0%
Total Funds Available	3,727,275	2,490,343	(17,981)	3,709,294	0%

Expenditures	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Services & Other Charges					
Appraisal Serv. (Bastrop CAD)	18,893	9,581	-	18,893	0%
Tax Collect (Bastrop Co.)	3,762	3,688	(74)	3,688	-2%
Subtotal	22,655	13,269	(74)	22,581	0%
General Govern't Debt					
Bonded Debt	1,055,333	177,201	34,699	1,090,032	3%
Capital Leases	111,752	55,870	-	111,752	0%
Subtotal	1,167,085	233,071	34,699	1,201,784	3%
Utility Fund Debt					
Bonded Debt	2,054,616	640,307	-	2,054,616	0%
Capital Leases	55,885	27,951	-	55,885	0%
Subtotal	2,110,501	668,258	-	2,110,501	0%
TOTALS	3,300,241	914,597	34,625	3,334,866	1%

Debt Service Fund Amendment # 1
Fiscal Year 2020-21

Annual Revenue By Source	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
General Government					
* Current Taxes	1,408,623	1,238,216	(17,981)	1,390,642	-1%
Delinquent Taxes	164,757	162,608	-	164,757	0%
Prior Year Delinq. Taxes	23,850	20,448	-	23,850	0%
Penalty & Interest	15,371	11,976	-	15,371	0%
Interest Income	3,500	1,508	-	3,500	0%
Subtotal	1,616,100	1,434,755	(17,981)	1,598,119	-1%
Utility Fund					
Transfer In- Water Rev.					
Transfer for Bond Payments	1,040,945	520,473	-	1,040,945	0%
Transfer for Capital Leases	27,942	13,971	-	27,942	0%
Interest Income	-	-	-	-	0%
Subtotal	1,068,887	534,444	-	1,068,887	0%
Transfer In- Sewer Rev.			-		
Trsf From Utility Funds - Sewer	1,014,346	507,173	-	1,014,346	0%
Trsf for Debt Payment Cap Leases	27,942	13,971	-	27,942	0%
Interest Income	-	-	-	-	0%
Subtotal	1,042,288	521,144	-	1,042,288	0%
TOTALS	3,727,275	2,490,343	(17,981)	3,709,294	-0.5%

Debt Service Fund Amendment # 1
Fiscal Year 2020-21

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
General Govt. Debt					
Services and Other Charges					
Appraisal Serv. (Bastrop CAD)	18,893	9,581	-	18,893	0%
Tax Collect (Bastrop Co.)	3,762	3,688	(74)	3,688	-2%
Subtotal	22,655	13,269	(74)	22,581	0%
General Gov't Bonds					
Bond Principal	698,714	-	-	698,714	0%
Bond Interest	353,894	176,947	34,699	388,593	10%
Bond- Paying Agent	2,725	254	-	2,725	0%
Subtotal	1,055,333	177,201	34,699	1,090,032	3%
Gen. Govt. Capital Leases					
Cap. Lease Principal	99,556	49,852	-	99,556	0%
Cap. Lease Interest	12,196	6,018	-	12,196	0%
Subtotal	111,752	55,870	-	111,752	0%
Subtotal General Gov't	1,189,740	246,339	34,625	1,224,364	3%
Utility Fund Debt					
Utility Bonds					
Bond Principal	1,101,286	54,627	-	1,101,286	0%
Bond Interest	952,105	583,057	-	952,105	0%
Bond Paying Agent	1,225	2,623	-	1,225	0%
Subtotal	2,054,616	640,307	-	2,054,616	0%
Utility Notes and Loans -					
Loan - Principal	-	-	-	-	-100%
Loan - Interest	-	-	-	-	-100%
Subtotal	-	-	-	-	-100%
Utility Capital Leases					
Cap. Lease Principal	50,028	25,132	-	50,028	0%
Cap. Lease Interest	5,857	2,819	-	5,857	0%
Subtotal	55,885	27,951	-	55,885	0%
Subtotal Utilities	2,110,501	668,258	-	2,110,501	0%
TOTALS - All Debt	3,300,241	914,597	34,625	3,334,866	1%

Internal Services Fund Amendment # 1
Estimated Revenue and Appropriation FY 2020-21

Revenue by Source	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Interest Income	8,500	-	-	8,500	0%
Service Charges	1,375,707	685,326	144,646	1,520,353	11%
TOTAL	1,384,207	685,326	144,646	1,528,853	10%

Expenditures by Organizational Unit	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Administration	78,106	22,343	(33,981)	44,125	-44%
IT Internal Services	543,919	304,134	9,687	553,606	2%
Building Internal Services	375,266	221,202	76,421	451,687	20%
Equipment Services	382,727	191,105	17,296	400,023	5%
TOTAL	1,380,019	738,784	69,423	1,449,442	5%

Internal Services Fund Estimated Revenue Amendment #1
Fiscal Year 2020-21

Revenue	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Use of Maney and Property					
Interest Income	8,500	-	-	8,500	0%
Subtotal	8,500	-	-	8,500	0%
Internal Service Charges					
IT Service Charges	509,074	256,119	49,055	558,129	10%
Bldg. Serv. Charges	440,279	246,663	64,578	504,857	15%
Equipt. Service Charges	62,731	40,923	-	62,731	0%
Vehicle Service Charges.	252,103	86,438	31,013	283,116	12%
Vehicle Lease Charges.	111,520	55,183	-	111,520	0%
Subtotal	1,375,707	685,326	144,646	1,520,353	11%
Total Revenue	**1,384,207**	**685,326**	**144,646**	**1,528,853**	10%

Internal Serv. Fund - Expenditures

Administration

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	48,920	14,695	(20,041)	28,879	-41%
Overtime	-	-	-	-	0%
Longevity Pay	120	235	115	235	96%
Social Security	3,776	1,136	(1,548)	2,228	-41%
Muni. Retirement Sys.	6,888	2,084	(2,811)	4,077	-41%
Worker's Comp.	88	461	-	88	0%
Unemploy. Insurance	340	133	37	377	11%
Medical Insurance	14,624	2,913	(8,664)	5,960	-59%
Travel Training	1,100	131	(969)	131	-88%
Subtotal	75,856	21,788	(33,881)	41,975	-45%
Supplies & Materials					
Office Supplies	250	421	750	1,000	300%
Printing	1,000	-	-	1,000	0%
Uniforms	-	134	150	150	0%
Repair Parts	1,000	-	(1,000)	-	-100%
Subtotal	2,250	555	(100)	2,150	-4%
TOTALS	78,106	22,343	(33,981)	44,125	-44%

Internal Serv. Fund

IT Services

IT Services	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	26,000	-	(12,000)	14,000	-46%
Social Security	2,002	-	(924)	1,078	-46%
Muni. Retirement Sys.	3,605	-	(1,639)	1,966	-45%
Worker's Comp.	115	150	-	115	0%
Unemploy. Insurance	170	-	-	170	0%
Medical Insurance	2,225	-	-	2,225	0%
Subtotal	34,117	150	(14,563)	19,554	-43%
Supplies & Materials					
Office Supplies	250	-	-	250	0%
Uniforms	200	-	-	200	0%
IT Hardware Accessories	1,000	1,073	250	1,250	25%
Non Cap IT/ Hardware	1,000	4,984	4,000	5,000	400%
Non-cap IT Software	1,000	-	-	1,000	0%
Tools	1,000	6,186	6,000	7,000	600%
Subtotal	4,450	12,243	10,250	14,700	100%
Services & Other Charges					
IT Tech Services	134,091	129,373	50,000	184,091	37%
IT License/Maint. Contrac	245,842	87,180	(85,000)	160,842	-35%
Security Device Lease	11,458	7,276	-	11,458	0%
Telephone Service	36,163	8,684	(20,000)	16,163	-55%
Cell Phone	59,798	19,955	(19,000)	40,798	-32%
Internet Service	-	39,273	80,000	80,000	100%
Subtotal	487,352	291,741	6,000	493,352	1%
Capital Acquisitions					
Computer Hardware	18,000	25,395	8,000	26,000	44%
Computer Software	-	-	-	-	0%
Subtotal	18,000	25,395	8,000	26,000	100%
TOTALS	543,919	304,134	9,687	553,606	100%

Internal Serv. Fund

Bldg. Services

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	68,931	38,693	-	68,931	0%
Overtime	-	31	100	100	100%
Longevity Pay	1,920	1,500	-	1,920	0%
Social Security	5,456	3,012	-	5,456	0%
Muni. Retirement Sys.	9,951	5,628	-	9,951	0%
Worker's Comp.	1,522	2,752	-	1,522	0%
Unemploy. Insurance	340	313	-	340	0%
Medical Insurance	14,624	4,589	-	14,624	0%
Travel Training	-	-	-	-	0%
Subtotal	102,744	56,518	100	102,844	0%
Supplies & Materials					
Cleaning Supplies	9,202	3,766	-	9,202	0%
Bldg. Maint. Supplies	73,554	10,715	-	73,554	0%
Fuel - Gas Diesel	1,000	-	-	1,000	0%
Subtotal	83,756	14,481	-	83,756	0%
Services & Other Charges					
Engineering Services	-	11,682	11,682	11,682	100%
Utilities- Electricity	89,852	65,170	-	89,852	0%
Utilities- Gas	9,377	5,311	-	9,377	0%
Bldg. Maint. Contract	45,000	23,442	64,578	109,578	144%
Emergency Repairs/Servi	-	61	61	61	100%
Gen Liability Ins.	5,244	5,244	-	5,244	0%
Property Insurance	39,293	39,293	-	39,293	0%
Subtotal	188,766	150,203	76,321	265,087	40%
Capital Acquisitions					
Purchase Right of Way	-	-	-	-	0%
Subtotal	-	-	-	-	0%
Totals	375,266	221,202	76,421	451,687	20%

Internal Serv. Fund

Equipt. Services

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	26,000	3,674	(10,969)	15,031	-42%
Overtime	-	-	-	-	0%
Longevity Pay	4,229	-	(4,229)	-	-100%
Social Security	60	284	1,098	1,158	-100%
Muni. Retirement Sys.	2,007	521	109	2,116	5%
Worker's Comp.	3,660	86	(3,574)	86	-98%
Unemploy. Insurance	85	33	-	85	0%
Medical Insurance	117	728	2,439	2,556	-100%
Subtotal	36,158	5,326	(15,126)	21,032	100%
Supplies & Materials					
Tools Minor Equipt.	-	156	250	250	100%
Fuel Gas -Diesel	111,625	48,220	-	111,625	0%
Subtotal	111,625	48,376	250	111,875	100%
Services & Other Charges					
Inspection Serv.	-	-	-	-	100%
Vehicle Lease/Rental	111,520	55,520	-	111,520	0%
Equipt. Lease/Rental	-	-	-	-	0%
Routine Vehicle Maint.	-	-	5,507	5,507	0%
Equipment Maint.	95,726	36,210	6,000	101,726	6%
Vehicle Repair	-	5,409	6,500	6,500	100%
Auto Insurance	27,698	37,099	11,000	38,698	40%
Mobile Equipt. Insure	-	3,165	3,165	3,165	100%
Subtotal	234,944	137,403	32,172	267,116	100%
Capital Equipment					
Light Vehicles	-	-	-	-	0%
Heavy Vehicles	-	-	-	-	0%
Light Equipment	-	-	-	-	0%
Heavy Equipment	-	-	-	-	0%
Subtotal	-	-	-	-	0%
Totals	382,727	191,105	17,296	400,023	5%

Budget Amendment #1 - Special Revenue Funds
Fiscal Year 20120-21
Summary of All Funds Revenue/Expenditures

Hotel-Motel Tax Fund:	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue	112,100	40,861	-	112,100	0%
Expenditures	120,500	54,469	(13,670)	106,830	-11%
Balance	(8,400)	(13,608)	13,670	5,270	
Main Street Program:					
Revenue	26,000	10,810	-	26,000	0%
Expenditures	42,427	17,605	2,000	44,427	5%
Balance	(16,427)	(6,795)	(2,000)	(18,427)	
Cable FranchiseFee:					
Revenue	24,600	7,937	(2,200)	22,400	-9%
Expenditures	22,500	7,445	(10,000)	12,500	-44%
Balance	2,100	492	7,800	9,900	
LEOSE Police Training :					
Revenue	-	1,332	2,326	2,326	100%
Expenditures	-	2,536	2,800	2,800	100%
Balance	-	(1,204)	(474)	(474)	
Court Tech. & Security Funds					
Revenue	17,500	4,397	(5,500)	12,000	-31%
Expenditures	16,121	743	-	16,121	0%
	1,379	3,654	(5,500)	(4,121)	
Water Impact Fees					
Revenue	152,500	232,582	400,000	552,500	262%
Expenditures	128,807	24,625	-	128,807	0%
	23,693	207,957	400,000	423,693	
Wasterwater Impact Fees					
Revenue	101,500	837,235	1,202,000	1,303,500	1184%
Expenditures	75,000	-	-	75,000	0%
	26,500	837,235	1,202,000	1,228,500	

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

121 Hotel Motel Tax Fund

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Tax Collections (HOT)	110,000	40,642	-	110,000	0%
Interest Income	500	219	-	500	0%
Donations -Public Art	1,500	-	-	1,500	0%
Donations - Special Events	100	-	-	100	0%
Subtotal	112,100	40,861	-	112,100	0%
TOTALS	112,100	40,861	-	112,100	0%

Expenditures	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Supplies & Materials					
Holiday Decorations	7,500	1,990	-	7,500	0%
Banner Program	6,000	2,250	-	6,000	0%
Promotional Materials	15,000	8,766	-	15,000	0%
Tourism Promotion	-	2,430	2,500	2,500	100%
Subtotal	28,500	15,436	2,500	31,000	9%
Community Support					
Elgin Chamber of Comm.	38,500	15,533	(11,170)	27,330	-29%
Elgin Historical Assoc.	5,000	-	(5,000)	-	-100%
Elgin Arts Assoc.	1,500	-	-	1,500	0%
Subtotal	45,000	15,533	(16,170)	28,830	-36%
Internal Service Charges					
ISF- IT Service Charges	-	-	-	-	0%
ISF-Bldg. Service Charges	22,000	11,000	-	22,000	0%
Subtotal	22,000	11,000	-	22,000	0%
Transfers Out					
To General Fund	25,000	12,500	-	25,000	0%
Subtotal	25,000	12,500	-	25,000	0%
TOTALS	120,500	54,469	(13,670)	106,830	-11%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

122 Main Street Program

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Hogeye Festival	25,000	9,602	-	25,000	0%
Fundraising	-	1,162	-	-	100%
Public Art Donations	-	-	-	-	0%
Interest Income	-	46	-	-	100%
Donations - Other	1,000	-	-	1,000	0%
TOTALS	26,000	10,810	-	26,000	0%

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Expenditures					
Supplies & Materials					
Office Supplies	600	-	-	600	0%
Hogeye Festival	6,000	3,600	6,000	12,000	100%
Promo Tourism	8,500	7,177	5,027	13,527	59%
Downtown Improve.	10,000	1,026	(6,000)	4,000	-60%
Subtotal	25,100	11,803	5,027	30,127	20%
Services/Other Charges					
Travel Training	1,000	1,615	1,000	2,000	100%
Dues Subscriptions	300	1,218	1,000	1,300	333%
Business Devel. Comm.	6,000	2,882	-	6,000	0%
Downtown 78621	5,027	-	(5,027)	-	-100%
Design Committee	5,000	87	-	5,000	0%
Subtotal	17,327	5,802	(3,027)	14,300	-17%
TOTALS	42,427	17,605	2,000	44,427	5%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21 Revised

123 Cable Franchise Subscriber's Fee

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Miscellaneous					
Franchise Tax - Cable	22,000	6,457	-	22,000	0%
Interest Income	400	148	-	400	0%
Law Enforcement Ed.	2,200	-	(2,200)	-	-100%
Subtotal	24,600	6,605	(2,200)	22,400	-9%
TOTALS	24,600	6,605	(2,200)	22,400	-9%

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Expenditures					
Supplies & Materials					
Office Furniture/Equipt.	5,000	-	-	5,000	0%
Non Cap. IT Hardware	5,000	16	-	5,000	0%
Subtotal	10,000	16	-	10,000	0%
Services/Other Charges					
Law Enforcement Training	10,000	-	(10,000)	-	-100%
IT Services - Contract	2,500	-	-	2,500	-100%
Materails- Construction	-	4,893	-	-	0%
Subtotal	12,500	4,893	(10,000)	2,500	-80%
TOTALS	22,500	4,909	(10,000)	12,500	-44%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

LEOSE Police Officer Training

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Miscellaneous					
Interest Income	-	-	200	200	100%
Law Enforcement Ed.	-	1,332	2,126	2,126	100%
Subtotal	-	1,332	2,326	2,326	100%
TOTALS	-	1,332	2,326	2,326	100%

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Expenditures					
Services/Other Charges					
Law Enforcement Training	-	2,536	2,800	2,800	100%
Subtotal	-	2,536	2,800	2,800	100%
TOTALS	-	2,536	2,800	2,800	100%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

126 Municipal Court Special Revenue

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Operating Revenue					
Court Security	7,000	1,574	(3,000)	4,000	-43%
Court Technology	7,000	1,753	(2,500)	4,500	-36%
Trunancy Prevent. Prog	2,000	984	-	2,000	0%
Interest Income	1,500	86	-	1,500	0%
Subtotal	17,500	4,397	(5,500)	12,000	-31%
Total Revenue	17,500	4,397	(5,500)	12,000	-31%

431 Court Security	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries (Bailiff)	4,500	-	-	4,500	0%
Social Security	315	-	-	315	0%
Worker's Compensatic	250	-	-	250	0%
Unemploy. Insurance	56	-	-	56	0%
Subtotal	5,121	-	-	5,121	0%
Services/Other Charges					
Security Mat./Equipt.	2,000	293	-	2,000	0%
Subtotal	2,000	293	-	2,000	0%
431 TOTALS	7,121	293	-	7,121	0%
432 Court Technology					
IT Services - Contract	2,000	450	-	2,000	0%
Non Cap. IT Hardware	5,000	-	-	5,000	0%
Subtotal	7,000	450	-	7,000	0%
432 TOTALS	7,000	450	-	7,000	0%
433 Truancy Prevent. Prog.					
Consult. Services	2,000	-	-	2,000	0%
Subtotal	2,000	-	-	2,000	0%
433 TOTALS	2,000	-	-	2,000	100%
Grand TOTALS	16,121	743	-	16,121	0%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

Water Utility Impact Fee

	Adopted	Amend.#1 6-16-20	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue						
Impact Fees - Water	150,000	550,000	231,932	400,000	550,000	267%
Interest Income	2,500	2,500	650	-	2,500	0%
Other	-	-	-	-	-	0%
Subtotal	152,500	552,500	232,582	400,000	552,500	262%
TOTALS	152,500	552,500	232,582	400,000	552,500	262%

	Adopted	Amend.#1 6-16-20	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Expenditures						
Services/Other Charges						
Engineering	25,000	25,000	-	-	25,000	0%
Aqua -Purchase CCN	53,807	53,807	-	-	53,807	0%
Subtotal	78,807	78,807	-	-	78,807	0%
Capital Outlay						
Water Line Upgrade	50,000	50,000	24,625	-	50,000	0%
Subtotal	50,000	50,000	24,625	-	50,000	0%
TOTALS	128,807	128,807	24,625	-	128,807	0%

Estimated Revenue and Amendment #1 Appropriations
Fiscal Year 2020-21

240 Sewer Utility Impact Fees

Revenue

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Sewer Impact Fees	100,000	835,256	1,200,000	1,300,000	1200%
Interest Income	1,500	1,979	2,000	3,500	133%
Subtotal	101,500	837,235	1,202,000	1,303,500	0%
TOTALS	101,500	837,235	1,202,000	1,303,500	0%

Expenditures

	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Services/Other Charges					
Engineering	25,000	-	-	25,000	0%
Subtotal	25,000	-	-	25,000	0%
Capital Outlay					
Sewer Line Upgrade	50,000	-	-	50,000	0%
Land Purchase (Lift Station)	-	-	-	-	0%
Subtotal	50,000	-	-	50,000	0%
TOTALS	75,000	-	-	75,000	0%

EDC Fund Revenue Estimates
Amendment #1
FY 2020-21 Operating Budget

EDC Operating Funds	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
REVENUE					
Sales Tax	772,000	384,849	204,000	976,000	26%
Interest- Invest.Income	14,933	1,595	-	14,933	0%
Lease Revenue	-	-	-	-	0%
Sale EDC Property	-	-	-	-	0%
Refunds/Rebates	-	4,417	4,417	4,417	100%
TOTAL	786,933	390,861	208,417	995,350	26%

EDC Fund Revenue Estimates and Appropriations Amendment #1

EXPENDITURES	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Salaries & Benefits					
Base Salaries	150,221	63,560	(16,790)	133,431	-11%
Overtime	275	-	(275)	-	-100%
Longevity Pay	295	370	75	370	25%
Social Security	9,540	4,460	(899)	8,641	-9%
Muni. Retirement Sys.	21,132	9,012	(2,960)	18,172	-14%
Worker's Comp.	677	457	-	677	0%
Unemploy. Insurance	340	281	-	340	0%
Medical Insurance	16,917	3,414	-	16,917	0%
Travel Training	5,000	525	-	5,000	0%
Subtotal	204,397	82,079	(20,849)	183,548	-10%
Supplies & Materials					
Office Supplies	500	69	-	500	0%
Postage	250	-	-	250	0%
Pre-printed Forms	2,500	218	-	2,500	0%
Subtotal	3,250	287	-	3,250	0%
Services & Other Charges					
Legal Services	1,000	2,228	2,000	3,000	200%
Audit Services	1,000	-	-	1,000	0%
Engineering Services	5,000	19,707	18,000	23,000	360%
Consulting Services	10,000	533	(5,000)	5,000	-50%
Contract Services	5,000	-	-	5,000	0%
Dues/memberships	5,000	3,000	-	5,000	0%
Business Assistance	128,750	5,000	-	128,750	0%
Marketing/ Advertising	-	4,749	5,000	5,000	100%
Telephone	8,000	-	(8,000)	-	-100%
Employee Bond	280	-	-	280	0%
Subtotal	164,030	35,217	12,000	176,030	7%
Transfers -Out					
Transfer to General Func	18,000	7,500	-	18,000	0%
Subtotal	18,000	7,500	-	18,000	0%
Internal Service Charges					
ISF- IT Charges	14,325	5,969	-	14,325	0%
ISF- Bldg. Serv. Charges	11,289	4,704	-	11,289	0%
Subtotal	25,614	10,673	-	25,614	0%
TOTAL	415,291	128,256	(8,849)	388,442	-2%

Business Recruit./ Retention program	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Contract/other Services					
Recruitment- Marketing	20,000	96	-	20,000	0%
Recruitment Incentives	100,000	150	-	100,000	0%
Bus. Expansion- Incentive	20,000	-	-	20,000	0%
Bus. Expans.- Infrastructu	30,000	19,645	25,000	55,000	83%
Retention- Marketing	10,000	-	-	10,000	0%
Retention- Incentives	33,976	1,250	-	33,976	0%
TOTAL	213,976	21,141	25,000	238,976	12%

917- EDC Debt Service	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Loan Payment					
Principal	110,000	-	(110,000)	-	-100%
Interest	-	-	-	-	
Subtotal	110,000	-	(110,000)	-	
Bond Payment					
Principal	55,000	-	-	55,000	0%
Interest	10,416	5,208	-	10,416	0%
Paying Agent	250	-	-	250	0%
Subtotal	65,666	5,208	-	65,666	0%
	175,666	5,208	(110,000)	65,666	
GRAND TOTAL	804,933	154,605	(93,849)	693,084	-12%

TIRZ #1 Fund - Summary Revenue and Expenditures Amend. #1
Fiscal Year 2020-21

TIRZ # 1 Op. & Debt Service	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
Revenue					
Property Taxes					
Current Taxes	239,445	21,315	(11,805)	227,640	-5%
Delinquent Taxes	-	-	-	-	0%
Subtotal	239,445	21,315	(11,805)	227,640	-5%
Interest Income					
Interest Income	5,000	-	-	5,000	0%
Interlocal Grants					
Current Tax Rev. - County	94,267	-	-	94,267	0%
Delinquent Tax Rev.- County	-	-	-	-	0%
Subtotal	94,267	-	-	94,267	0%
Total Funds Available	338,712	21,315	(11,805)	326,907	-3%

Expenditures	Adopted	Y-T-D Actual 3-31-21	Increase/ (decrease)	Amend #1 Total	% Inc/ (Dec)
930 TIRZ Operations					
Services & Other Charges					
Legal Services	500	-	-	500	0%
Appraisal Board	750	1,181	2,632	3,382	351%
Tax Collections - County	3,500	3,431	-	3,500	0%
Street Lights-Electric	1,500	-	-	1,500	0%
Subtotal	6,250	4,612	2,632	8,882	42%
935 TIRZ Debt Service					
TIRZ Debt					
Principal	65,000	-	-	65,000	0%
Interest	214,969	-	-	214,969	0%
Paying Agent	250	-	-	250	0%
Subtotal	280,219	-	-	280,219	0%
TOTALS	286,469	4,612	2,632	289,101	1%

APPENDIX A
Full-Time Equivalent Authorized Positions - Amended

General Fund

Executive

Authorized Positions	Grade	Full Time Equivalent Positions 2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
City Manager	-	1.00	1.00	1.00	1.00
City Secretary	14	1.00	1.00	1.00	1.00
Administrative Asst. II	-	0.5	0.5	0.0	0.0
Total		**2.50**	**2.50**	**2.00**	**2.00**

Finance & Admin.

Authorized Positions	Grade	Full Time Equivalent Positions 2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Assistant CM/CFO	15	1.00	1.00	1.00	0.00
Chief Financial Officer		0.00	0.00	0.00	1.00
Accounting Manager	-	1.00	1.00	0.00	0.00
Financial Analyst	10	0.00	0.00	1.00	1.00
AP Clerk	-	1.00	1.00	0.00	0.00
Accounting Technician	9	0.00	0.00	1.00	1.00
HR Director	15	1.00	1.00	1.00	1.00
HR Assistant	10	0.00	0.00	1.00	1.00
IT Coordinator	-	0.50	0.50	0.00	0.00
Total		**4.50**	**4.50**	**5.00**	**5.00**

Municipal Court

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Supv. Court Clerk	12	1.00	1.00	1.00	1.00
Deputy Court Clerk	6/7	1.00	1.00	2.00	2.00
Records Clerk	-	1.00	1.00	0.00	0.00
Total		3.00	3.00	3.00	3.00
Total City Mgmt/Admin.		10.00	10.00	10.00	10.00

DEVELOPMENT SERVICES DEPARTMENT

Planning and Zoning

Authorized Positions	Grade	Full Time Equivalent Positions 2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Development Svs Director	15	1.00	1.00	1.00	1.00
Planning Technician	9	1.00	1.00	1.00	1.00
Permit Clerk	-	1.00	1.00	0.00	0.00
Total		3.00	3.00	2.00	2.00

Building/Fire/ Permitting

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Building Official	14	0.00	0.00	1.00	1.00
Permit Clerk	8	0.00	0.00	1.00	0.00
Permit Technician	10	0.00	0.00	0.00	1.00
Building Inspectors	12	0.00	0.00	0.00	2.00
Permit Clerk	8	0.00	0.00	0.00	1.00
Total		0.00	0.00	2.00	5.00
Total Develop. Serv. Dept.		3.00	3.00	4.00	7.00

POLICE DEPARTMENT

Administration

Authorized Positions	Grade	Full Time Equivalent Positions 2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Chief of Police	16	1.00	1.00	1.00	1.00
Assistant Chief of Police	-	1.00	0.00	0.00	0.00
Police Lieutenant	-	1.00	0.00	0.00	0.00
Commander	14	0.00	2.00	2.00	2.00
Administrative Asst.	6	2.00	2.00	1.00	1.00
Evidence Tech	-	0.20	0.00	0.00	0.00
Sub-total		6.20	6.00	4.00	4.00

Patrol Division

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Sergeant	C3	4.00	4.00	4.00	4.00
Officer	C1	13.00	14.00	14.00	14.00
Officer/Cadet	-	1.00	0.00	0.00	0.00
Sub-total		18.00	18.00	18.00	18.00

CID Division

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Sergeant	C3	1.00	1.00	1.00	1.00
Corporal-Detective	C2	0.00	1.00	1.00	1.00
Detective	C2	3.00	3.00	3.00	3.00
Administrative Asst.	6	0.00	0.00	1.00	1.00
Sub-total		4.00	5.00	6.00	6.00

Telecommunications Division

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Telecomm Supv.	C4	1.00	1.00	1.00	1.00
Telecomm. Officer	C4	4.00	4.00	4.00	2.00
Sub-total		5.00	5.00	5.00	3.00

Support Services Division

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Support Services Supervisor	11	1.00	1.00	1.00	1.00
Code Enforcement	7	1.00	1.00	1.00	1.00
Animal Control	8	1.00	1.00	1.00	1.00
City Marshal	-	0.40	0.40	0.00	0.00
Deputy Marshal	-	0.40	0.40	0.00	0.00
Sub-total		3.80	3.80	3.00	3.00
Total Police Department		37.00	37.80	36.00	34.00

COMMUNITY SERVICES DEPARTMENT

Administration and Main Street

Authorized Positions	Grade	Full Time Equivalent Positions 2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Dir. Comm. Services	15	1.00	1.00	1.00	1.00
Main Street Coordinator	10	0.00	0.00	1.00	1.00
Public Information Officer		0.00	0.00	0.00	1.00
Admin. Assistant	7	1.00	1.00	1.00	1.00
Sub-Total		2	2	3	4

Library

Library Director	12	1.00	1.00	1.00	1.00
Assistant Library Director	10	1.00	1.00	1.00	1.00
Youth Services Specialist	6	1.00	1.00	1.00	1.00
Circulation Clerk	5	1.00	1.00	1.00	1.00
Library Services Clerk I (PT)	1	1.00	1.00	1.00	1.00
Sub-Total		5.00	5.00	5.00	5.00

Recreation Programming

Rec. Program Manager	12	1.00	1.00	1.00	1.00
Admin Asst.	5	1.00	1.00	1.00	1.00
Rec Assistant II (PT)	2	0.00	0.00	3.00	3.00
Rec Assistant I (PT)	1	5.50	5.50	3.00	3.00
Sub-Total		7.50	7.50	8.00	8.00

Swimming Pool

Pool Coordinator	3	0.25	0.25	0.25	0.00
Lifeguards (15)	1	3.75	3.75	3.75	1.50
Cashiers (4)	1	1.00	1.00	1.00	0.25
Sub-Total		5.00	5.00	5.00	1.75

Total Comm. Services		19.50	19.50	21.00	18.75

PUBLIC WORKS DEPARTMENT

Public Works Administration

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
		Full Time Equivalent Positions			
Asst. Director	15	1.00	1.00	1.00	1.00
Admin Assistant	6	1.00	1.00	1.00	1.00
Sub-Total		2.00	2.00	2.00	2.00

Streets Division

Street Superintendent	12	1.00	1.00	1.00	1.00
Foreman	11	1.00	1.00	1.00	1.00
Equip. Op.	7/8/9	3.00	3.00	3.00	3.00
Laborer	5/6/7	4.00	4.00	4.00	4.00
Admin Assistant	7	1.00	1.00	1.00	1.00
Sub-Total		14.00	14.00	10.00	10.00

Parks Maint./Development Div.

Park Superintendent	12	1.00	1.00	1.00	1.00
Laborer	6	4.00	4.00	4.00	4.00
Sub-Total		5.00	5.00	5.00	5.00

Total Public Works Dept.		25.00	25.00	17.00	17.00

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
		Full Time Equivalent Positions			
Total General Fund		94.50	95.30	89.00	85.75

FTE- Full Time Equivalent Positions

Utility Fund (Water/Sewer)

PUBLIC WORKS DEPARTMENT (Cont.)

Administration

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Utilities Superintendent		1.00	1.00	0.00	0.00
Admin. Assistant II		1.00	1.00	1.00	1.00
Total		2.00	2.00	1.00	1.00

Full Time Equivalent Positions

Utility Billing

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Customer Services Manager	12	1.00	1.00	1.00	1.00
Customer Services Specialist	7	1.00	1.00	2.00	2.00
Meter Technician	6/7	2.00	2.00	2.00	3.00
Total		5.00	5.00	5.00	6.00

Water Operations

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Chief Plant Operator	11	1.00	1.00	1.00	1.00
Plant Operator	8/9	0.00	0.00	1.00	2.00
Laborer	5/6/7	2.00	2.00	1.00	0.00
Total		3.00	3.00	3.00	3.00

Wastewater Operations

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Chief Plant Operator	11	1.00	1.00	1.00	1.00
Plant Operator	8/9	2.00	2.00	1.00	2.00
Laborer	5/6/7	0.00	0.00	1.00	0.00
Total		3.00	3.00	3.00	3.00

Utility Maintenance

Authorized Positions	Grade	2019-20 Adopt	2019-20 Amend	2020-21 Adopted	2020-21 Amended
Utilities Forman	11	1.00	1.00	1.00	1.00
Equipt. Oper.	8	1.00	1.00	2.00	2.00
Laborer	1	3.00	3.00	3.00	3.00
Total		5.00	5.00	6.00	6.00

Utility Fund Total		18.00	18.00	18.00	19.00

Internal Services Fund

Administration

Authorized Positions	Grade	Full Time Equivalent Positions			
		2019-20		2020-21	
		Adopt	Amend	Adopted	Amended
Internal Serv. Supt.	12	0.00	0.00	0.50	0.00
Admin. Assistant	5/6/7	0.00	0.00	1.00	1.00
Sub-Total		0.00	0.00	1.50	1.00

IT Services

IT Coordinator	11	0.00	0.00	1.00	1.00
Sub-Total		0.00	0.00	1.00	1.00

Building Services

Bldg./Equipt. Services Supv.	12	0.00	0.00	0.00	0.50
Bldg./Equipt. Maint. Tech	8	0.00	0.00	1.00	0.50
Custodial Lead Worker	7	0.00	0.00	0.00	1.00
Maint. Custodian	4/6	0.00	0.00	2.00	2.00
Sub-Total		0.00	0.00	3.00	4.00

Equipment Services

Intern. Serv. Supt.	12	0.00	0.00	0.50	0.00
Bldg./Equipt. Maint. Tech	8	0.00	0.00	0.00	0.50
Bldg./Equipt. Services Supv.	12	0.00	0.00	0.00	0.50
Sub-Total		0.00	0.00	0.50	1.00

Internal Serv. Fund Total		0.00	0.00	6.00	7.00
All Funds Grand Total		112.50	113.30	113.00	110.75

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ___________FOR PROFESSIONAL REMEDIATION AND MOLD REMOVAL SERVICES AND CONTRACT ADMINISTRATION RELATED TO THE ELGIN POLICE DEPARTMENT BUILDING AT 202 DEPOT STREET, AND MAKING CERTAIN FINDINGS RELATED THERETO

DEPARTMENT: Public Works

PROPOSED ACTION: Consider Approval of the Resolution Authorizing an agreement with the named contractor in the resolution and authorizing the City Manager to negotiate any change orders relating to the project cost.

BACKGROUND: Following recent storm events, the staff has requested testing to be conducted within the Police Department building at 202 Depot. The results of these air biology test recommended removal of the affected areas. Staff considers this an emergency and has reached out to 2 vendors requesting proposals to remove the affected areas.

BUDGET/FINANCIAL IMPACT:
Funding for this item was {} included {X} not included in the current-year budget {} N/A

RECOMMENDATION: Consider Approval of the Resolution Authorizing an agreement with ______and authorizing the City Manager to negotiate any change orders relating to the project cost

ATTACHMENTS: Proposal and Scope of Work from __________

{ } Staff will be making a detailed presentation on this agenda item at the meeting.
{X} Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. ____________

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO AWARD A BID FOR THE CITY OF ELGIN POLICE DEPARTMENT MOLD REMEDIATION AND REMOVAL SERVICES PROJECT TO ________________________; AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the City of Elgin Police Department (EPD) Station is located at 202 Depot Street and houses all city police operations, services, and staff, including sensitive records and evidence, and;

WHEREAS, a new and/or renovated EPD Station was planned for this year through funding provided by the 2021 Certificates of Obligation Program, but the project was ultimately deleted from the Program in response to an alleged petition of registered city voters, and;

WHEREAS, recent Air Biology reports have recommended removal and remediation of certain parts of the EPD Station; and,

WHEREAS, the City has received and fully vetted a proposal from ________________ for professional mold remediation and removal services related to the EPD Station building at 202 Depot Street.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to finalize negotiations and execute an agreement with ____________________________, in the amount of $___________ for the City of Elgin Police Department Mold Removal and Remediation Project, a copy of the bid regarding same being attached hereto and marked Exhibit A; and made part of this Resolution as if copied verbatim herein.

Section 3. Project Change Orders. Through the approval of this Resolution, the City Manager is further authorized to approve project contract change orders in a total amount not to exceed 25% of the approved contract as stated above.

Section 4. Future Budget Amendment. The City Council does hereby acknowledge that this item was neither included nor approved within the *FY20-21 City of Elgin Annual Operating Budget*; and that said budget will be amended at a future date to formally appropriate funds for this item.

Section 5. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 6. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of July, 2021

____
SUE BRASHAR, Mayor Pro-Tem
City of Elgin, Texas

ATTEST:

____
JENNIFER STUBBS, City Secretary