



MEETING AGENDA
City Council
REGULAR SESSION CITY COUNCIL
August 9, 2022

HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS
1400 SCHERTZ PARKWAY BUILDING #4
SCHERTZ, TEXAS 78154

CITY OF SCHERTZ CORE VALUES

Do the right thing

Do the best you can

Treat others the way you want to be treated

Work cooperatively as a team

AGENDA

TUESDAY, AUGUST 9, 2022 at 6:00 p.m.

City Council will hold its regularly scheduled meeting at 6:00 p.m., Tuesday, August 9, 2022, at the City Council Chambers. In lieu of attending the meeting in person, residents will have the opportunity to watch the meeting via live stream on the City's YouTube Channel.

Call to Order

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas.
(Councilmember Brown)

Employee Recognition - Employee Milestone Service Pin Presentations

- Steve Solitto - 20 years
- Patti Casas - 20 years
- Aaron Dammann - 20 years
- Virgil Jones - 20 Years
- Jimmy Corrales - 20 years

City Events and Announcements

- Announcements of upcoming City Events (B. James/S. Gonzalez)
- Announcements and recognitions by the City Manager (M. Browne)
- Announcements and recognitions by the Mayor (R. Gutierrez)

Hearing of Residents

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

Discussion by the Council of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.

Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the meeting of August 2, 2022. (B. Dennis)
2. **Ordinance No. 22-M-40** - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. ***Final Reading*** (M. Browne/J. Walters)
3. **Appointments to various Boards, Commissions and Committees** - Consideration and/or action approving the Appointment of Mr. Patrick Holmes as a Regular Member to the Historic Preservation Committee. (B. Dennis/Mayor-Council)
4. **Ordinance No. 22-T-34** – Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing a budget adjustment relating to the Corbett Ground Storage Tank. ***Final Reading*** (M. Browne/K. Woodlee/J. Shortess)
5. **Resolution No. 22-R-79** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford for the purchase of one (1) new ambulance for Fiscal Year 2023/2024. (M. Browne/J. Mabbitt)
6. **Resolution No. 22-R-75** – Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a contract with Pesado Construction Co., Inc. relating to the Corbett Ground Storage Tank Project and authorizing the budget expenditures for the project. (B. James/K. Woodlee/J. Shortess)

Discussion and Action Items

7. **Resolution No. 22-R-63** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to issue a purchase order for the purchase of a Pierce-Custom Velocity Pumper Truck as part of the 2023-2024 Vehicle/Equipment replacement program. (C. Kelm/S. Williams)
8. **Resolution 22-R-76**- Consideration/Action to approve a Resolution approving a Bond Resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation (SSLGC) authorizing the issuance of obligations designated as “Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2022A” acknowledging that these Obligations will be sold pursuant to the provisions of a Purchase Contract; ratifying, reconfirming and readopting provisions of a Regional Water Supply Contract executed between the City of Schertz, Texas, the City of Seguin, Texas, and the Schertz/Seguin Local Government Corporation, authorizing the Mayor, the City Manager, and the City Secretary of the City of Schertz, Texas to execute on behalf of the City of Schertz, Texas all documents in connection with this transaction; and other matters in connection therewith (B. James/S. Williams/A. Beard)
9. **Resolution No. 22-R-82** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for fiscal year 2022-23 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

Workshop

10. **Proposed FY 2022-23 Budget** - Workshop and Discussion on the Proposed FY 2022-23 Budget. (M. Browne/B. James/J. Walters)

Roll Call Vote Confirmation

Closed Session

11. The City Council will meet in closed session in accordance with Section 551.074 of the Texas Government Code, Personnel Matters, to discuss the direction to fill the City Manager vacancy.
12. The City Council will meet in closed session in accordance with Section 551.074 of the Texas Government Code, personnel, to deliberate and evaluate the performance and duties of City Manager: Dr. Mark Browne.

Reconvene into Regular Session

13. Take any action based on discussions held in Closed Session under Agenda Item 11.

14. Take any action based on discussions held in Closed Session under Agenda Item 12.

Roll Call Vote Confirmation

Information available in City Council Packets - NO DISCUSSION TO OCCUR

15. Update on the Beck Landfill Permit Application

Requests and Announcements

- Announcements by the City Manager.
- Requests by Mayor and Councilmembers for updates or information from staff.
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.
- Announcements by Mayor and Councilmembers
 - City and Community Events attended and to be attended
 - City Council Committee and Liaison Assignments (see assignments below)
 - Continuing Education Events attended and to be attended
 - Recognition of actions by City Employees
 - Recognition of actions by Community Volunteers

Adjournment

CERTIFICATION

I, BRENDA DENNIS, CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 5th DAY OF AUGUST 2022 AT 5:30 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

BRENDA DENNIS

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON ____ DAY OF _____, 2022. TITLE: _____

This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 210-619-1030.

The City Council for the City of Schertz reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Closed Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government

Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

Mayor Gutierrez Audit Committee Board of Adjustments Investment Advisory Committee Main Street Committee	Councilmember Scagliola – Place 5 Animal Advisory Commission - Alternate Cibolo Valley Local Government Corporation - Alternate Hal Baldwin Scholarship Committee Interview Committee for Boards and Commissions - Alternate Schertz-Seguin Local Government Corporation
Councilmember Davis– Place 1 Interview Committee for Boards and Commissions Main Street Committee - Chair Parks & Recreation Advisory Board Schertz Housing Authority Board Transportation Safety Advisory Commission TIRZ II Board	Councilmember – Place 2 (VACANT)
Councilmember Whittaker – Place 3 Audit Committee Historical Preservation Committee Interview Committee for Boards and Commissions Library Advisory Board TIRZ II Board	Councilmember Dahle – Place 4 Cibolo Valley Local Government Corporation Interview Committee for Boards and Commissions Planning & Zoning Commission TIRZ II Board
Councilmember Heyward – Place 6 Animal Advisory Commission Audit Committee Building and Standards Commission Economic Development Corporation - Alternate Investment Advisory Committee Main Street Committee	Councilmember Brown – Place 7 Economic Development Corporation Main Street Committee Schertz-Seguin Local Government Corporation - Alternate

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: City Secretary
Subject: Minutes – Consideration and/or action regarding the approval of the minutes of the meeting of August 2, 2022. (B. Dennis)

BACKGROUND

The City Council held a Regular City Council meeting on August 2, 2022.

RECOMMENDATION

Recommend Approval.

Attachments

08-02-2022 Minutes

MINUTES
REGULAR MEETING
August 2, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 2, 2022, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Mayor Ralph Gutierrez; Mayor Pro-Tem Allison Heyward; Councilmember Mark Davis; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Tim Brown

City City Manager Dr. Mark Browne; City Attorney Daniel Santee; City Secretary Brenda
Staff: Dennis; Assistant to the City Manager Sarah Gonzalez

Call to Order

Mayor Gutierrez called the meeting to order at 6:00 p.m.

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Heyward)

Mayor Gutierrez recognized Councilmember Allison Heyward who provided the opening prayer followed by the Pledges of Allegiance to the Flags of the United States and the State of Texas.

A. Mayor Pro-Tem Oath of Office - Oath of Office administered to Councilmember Allison Heyward. (B. Dennis)

City Secretary Brenda Dennis provided the Oath of Office for the Mayor Pro-Tem Office to Councilmember Allison Heyward.

Employee Recognition - Introduce New Employees

Department Heads introduced their new employees to the City Council.

- **EMS:** Paige Everett, Ian Shaw and Dorian Lopez Paramedic (Part-Time) - Abigail Gentry, Joshua Michalec, EMT (Part-Time)
- **Inspections:** Alanna Sumner - Permit Technician
- **IT:** Britni Hughes, Oscar Medina IT Support Specialist
- **Parks:** Cassandra Paddock - Recreation Manager, Paul Rodriguez - Park Maintenance Technician (Part time)
- **Public Works:** Dan Aris - Service Worker I, Randy Clark - Street Worker II
- **Police:** Vanessa King-Wilson - Communications Officer

City Events and Announcements

- Announcements of upcoming City Events (B. James/C. Kelm/S. Gonzalez)

Mayor Gutierrez recognized Assistant to the City Manager Sarah Gonzalez who provided the following announcements:

Friday, August 5

Council Budget Retreat

8:00 AM – 4:00 PM

Bluebonnet Hall

Tuesday, August 9

Next regular scheduled Council meeting

6:00 PM

Council Chambers

Election Information

Filing for place on the ballot has begun for the November 8, 2022 City of Schertz Joint General Election to elect a Mayor and Councilmembers in Place 1 and 2 for a three-year term from November 2022 and ending November **2025**. Filing ends August 22, 2022 at 5:00 PM. Candidate packets are available online on the city's website and can also be obtained in the City Secretary's office, 1400 Schertz Parkway, Building #2.

- Announcements and recognitions by the City Manager (M. Browne)

No announcements were provided.

- Announcements and recognitions by the Mayor (R. Gutierrez)

Mayor Gutierrez recognized the Parks and Recreation Department for their assistance in the success of the Guam Liberation Event that took place on Saturday.

Mayor Gutierrez also stated that he wanted to bring caution to all those regarding the recent heat we have been experiencing. Know your limitations and if you feel sick take cover and do what you need to do to seek assistance. Also speaking of the heat, please to be cautious as the grounds have dried up and in some areas the grounds have large cracks. Some are large enough if stepped in you could twist an ankle. Pay caution if you are walking in a park or field. Be safe.

Hearing of Residents

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

Mayor Pro-Tem Heyward recognized the following who spoke:

- Ms. Barbara Mansfield Gonzales, 1012 Antler Drive, who spoke regarding the Drainage Study for Maske, Windy Meadows, Nell dean, Commercial Place & Pecan - she referenced several documents that were provided to the Council that were of concern.

Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

Mayor Gutierrez read the following items into record:

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the meeting of July 26, 2022. (B. Dennis)
2. **Resolution No. 22-R-77** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the City Manager to reject all proposals received for BID 2021-021 regarding the Schertz Soccer Complex Water Storage and Well Improvements. (M. Browne/B. James/L. Shrum)

Mayor Gutierrez asked Council if there were any items they wished removed from Consent, as there were none, Mayor Gutierrez called for a motion to approve Consent Agenda Items 1 and 2.

Mayor Gutierrez mentioned that Councilmember Whittaker was joining us this event virtually and is present on the big screen.

Moved by Councilmember Tim Brown, seconded by Mayor Pro-Tem Allison Heyward to approve Consent Agenda Items 1 & 2.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis,
Councilmember Jill Whittaker, Councilmember Michael Dahle,
Councilmember David Scagliola, Councilmember Tim Brown

Passed

Discussion and Action Items

3. **Ordinance No. 22-B-32** - Consideration and approval of an ordinance authorizing the issuance of “City of Schertz, Texas General Obligation Bonds, Series 2022”; levying a continuing direct annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; providing for an effective date. **First & Final** (M. Browne/J. Walters/A. Friedman)

Mayor Gutierrez read the following into record:

Ordinance No. 22-B-32

AN ORDINANCE AUTHORIZING THE ISSUANCE OF “CITY OF SCHERTZ, TEXAS GENERAL OBLIGATION BONDS, SERIES 2022”; LEVYING A CONTINUING DIRECT ANNUAL AD VALOREM TAX, WITHIN THE LIMITATIONS PRESCRIBED BY LAW, FOR THE PAYMENT OF THE BONDS; PRESCRIBING THE FORM, TERMS, CONDITIONS, AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE ISSUANCE, SALE, AND DELIVERY OF THE BONDS, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND A PURCHASE CONTRACT; COMPLYING WITH THE PROVISIONS OF THE DEPOSITORY TRUST COMPANY’S LETTER OF REPRESENTATIONS; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENT WITH THE CITY’S FINANCIAL ADVISORS; AND PROVIDING FOR AN EFFECTIVE DATE (*First & Final*)

Mayor Gutierrez recognized Finance Director James Walters who stated he will be providing a brief overview of this item as well as the next as those go hand in hand. Mr. Walters stated the City went out for a couple of bonds in accordance with our long-term debt plan, our debt model and our CIP Plan. Tonight we have the funding for 1518 - the city's remaining portion, and it will go to TxDOT to kick off that roadway, the voter approved Fire Station #4 construction bonds, and also discussed during the Notice of Intent Resolution, money for the Main Street Improvements as well as some water and sewer improvements that were also included in our recent rate study. These bonds are slightly different than what we had previously, normally we would have a Competitive Sale, where we would have announced the amount we have, with financial information and our bond rating and different Underwriters from across the nation and then turn around a bid for the lowest interest rate. He stated this year with the volatility of the market SAMCO our Financial Advisors thought it best that we took a slightly different approach and go with the Negotiated Sale. This is where we choose some Underwriters first and turn around and use them to do more research on us and go out and actually find buyers, the Underwriters actually buy our bonds and turn around and subset it out, that is how the Competitive Sale works.

With the Competitive Sale the Underwriters actually went out for us and lined up some buyers, then put in a good interest rate based on what they can sell and see in the market. Mr. Walters stated that we did the Negotiated Sale for both the Co's and Go's, both items tonight were the same method.

Financial Advisor Andrew Friedman with SAMCO Capital Markets came forward further provided information regarding the difference in Competitive Sale and

Negotiated Sale and the context and what it means to Schertz. He explained the Underwriters they worked with for the Negotiated Sale. He also provided information on the results of the sale, provided the numbers for Sources and uses of funds, went over the Bond Summary Statistics. He stated that for both issuances they came in at 3.34% interest rate, with 20 year financing and 10 year call option at a fixed interest rate of 3.34%, supported by City's Ad Valorem Tax and impart by the Utility System. Mayor Gutierrez thanked Mr. Walters and Mr. Friedman for explaining the difference in Competitive Sale and Negotiated Sale. Mr. Friedman addressed questions from Council.

As there were no other questions, Mayor Gutierrez called for a motion to approve and pointed out the specific motion that needed to be made.

Moved by Councilmember Michael Dahle, seconded by Councilmember Tim Brown moved that the City Council adopt an ordinance authorizing the City of Schertz, Texas General Obligation Bonds, Series 2022

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember David Scagliola, Councilmember Tim Brown

Passed

4. **Ordinance No. 22-B-33** - Consideration and approval by the City Council of the City of Schertz, Texas authorizing the issuance of "City of Schertz, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022A"; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the city and further securing said certificates by a lien on and pledge of the pledged revenues of the system; and other matters incident and related thereto. ***First & Final*** (M. Browne/J. Walters/A. Friedman)

Mayor Gutierrez read the following into record:

Ordinance No. 22-B-33

ORDINANCE NO. 22-B-33 AN ORDINANCE AUTHORIZING THE ISSUANCE OF "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2022A"; PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES BY THE LEVY OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY AND FURTHER SECURING SAID CERTIFICATES BY A LIEN ON AND PLEDGE OF THE PLEDGED REVENUES OF THE SYSTEM; PROVIDING THE TERMS AND CONDITIONS OF SAID CERTIFICATES AND RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE, AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING

AGENT/REGISTRAR AGREEMENT AND A PURCHASE CONTRACT; COMPLYING WITH THE REQUIREMENTS OF THE LETTER OF REPRESENTATIONS PREVIOUSLY EXECUTED WITH THE DEPOSITORY TRUST COMPANY; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENT WITH THE CITY'S FINANCIAL ADVISORS; AND PROVIDING AN EFFECTIVE DATE (*First & Final*)

Mayor Gutierrez recognized Financial Advisory Andrew Friedman with SAMCO Capital who stated that he had nothing to add as most information was provided on the last item, again 20 year financing and 10 year call option at a fixed interest rate of 3.34%, supported by City's Ad Valorem Tax and impart by the Utility System.

Mayor Gutierrez stated that Item #3 with the GO and Item #4 is the CO and that is why they were read separately and are separate securities. As there were no questions from Council, Mayor Gutierrez pointed out the specific motion that needed to be made.

Moved by Mayor Pro-Tem Allison Heyward, seconded by Councilmember Tim Brown that the City Council adopt an ordinance authorizing the City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022A.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember David Scagliola, Councilmember Tim Brown

Passed

5. **Ordinance No. 22-T-34** – Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing a budget adjustment relating to the Corbett Ground Storage Tank. ***First Reading*** (M. Browne/K. Woodlee/J. Shortess)

Mayor Gutierrez read the following into record:

ORDINANCE NO. 22-T-34

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PROVIDE FUNDING FOR CONSTRUCTION RELATED TO THE CORBETT GROUND STORAGE TANK, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE (*First Reading*)

Mayor Gutierrez introduced Engineer Jennifer Shortness who introduced this item stating the goal of this ordinance is to amend the fiscal year 2021-2022 budget to

allocate Water Capital Reserve dollars to provide funding to construct the 3.0 million gallon Corbett Ground Storage Tank. The proposed 3.0 million gallon Corbett Ground Storage Tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation. As of June 30, 2022, the Water Capital Recovery Fund had \$8.9 million available. This ordinance will allocate \$4.23 million from the Water Capital Recovery Fees to construction services related to the Corbett Ground Storage Tank project. Staff recommends approval.

Mayor Gutierrez thanked Congressman Gonzales for the \$3.5 million dollars of funding.

Moved by Mayor Pro-Tem Allison Heyward, seconded by Councilmember Tim Brown to approve Ordinance No. 22-T-44 first reading.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis,
Councilmember Jill Whittaker, Councilmember Michael Dahle,
Councilmember David Scagliola, Councilmember Tim Brown

Passed

6. **SSLGC Contract Revenue Bonds** - Discussion and consideration of forthcoming Schertz/Seguin Local Government Corporation plan to issue up to \$4,500,000 Contract Revenue Bonds, New Series 2022. (C. Kelm/S. Williams/A. Beard)

Mayor Gutierrez read the following into record:

Discussion and consideration of forthcoming Schertz/Seguin Local Government Corporation plan to issue up to \$4,500,000 Contract Revenue Bonds, New Series 2022

Mayor Gutierrez recognized Financial Advisors Andrew Friedman and Ryan Cunningham with SAMCO Capital Markets Mr. Friedman stated the briefing this evening relative to the Schertz/Seguin Local Government Corporation, a timetable was passed out to Council, this is for a Contract Revenue Bond to fund planning and design or SSLGC's next project. He stated Ms. Beard is in the audience for any engineering or project related questions.

He stated the Executive Committee of SSLGC recommended to move forward with the \$4,500,000 financing, again for SSLGC's projects and debt are split 50/50 between the City of Seguin and the City of Schertz, this would be paid for in this way. SSLGC last week approved Parameter Sale for the sale of these bonds, the next action items are for the Cities of Schertz and Seguin City Councils to ratify that action to approve the Parameter Sale to proceed with the financing.

Goal is to get concurrence from Council to proceed with consider a Parameter Sale Resolution. After both Cities have ratified that action, the plan is to price the \$4.5M dollars on August 19th with funding to take place on September 21, 2022. Mr.

Friedman provided information on the breakdown of debt service for the \$4.5M dollars for this proposed project and then for illustrated purposes only is a future financing for a project they are doing preliminary engineering design work on that is tentatively proposed to take place in 2025 for those pipeline projects. This debt service will be worked into both Cities existing rate studies. He stated that just as we approved the Negotiated Sales for the GO Bonds and CO Bonds, SSLGC has always sold its debt through the Negotiated Sale method in large part because it is a unique issuer and this will be sold in that same method. He stated he and the Schertz Bond Attorney Mr. Matt Lee and SSLGC General Manager Amber Beard are here to address questions.

Mayor Gutierrez opened it up for Council questions and recognized Councilmember Dahle who asked what is actually the preliminary work, it that only going to be designed in engineering, is right-of-way included? Ms. Beard came forward stating that this \$4.5M is for preliminary design work, right-of-way acquisition, topo survey, all environmental work that is needed to be done upfront for the project.

No further comments or questions. Mayor Gutierrez stated that this is not an action item, it is only to get consensus from Council to move forward. An action item will be forthcoming on a future agenda. It was the concurrence of Council to move forward.

Mayor and Council thanked Ms. Beard for serving as the General Manager and wishes her well in her future endeavors. Ms. Beard thanked the City of Schertz, City of Seguin and the Corporation for the opportunity to serve as the General Manager.

7. **Ordinance No. 22-M-40** - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. ***First Reading*** (M. Browne/J. Walters)

Mayor Gutierrez read the following into record:

ORDINANCE NO. 22-M-40

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ. (First Reading)

Mayor Gutierrez recognized Finance Director James Walters who provided information regarding the fee changes.

Mr. Walters stated Schertz Magazine rates have not been increased since its creation in 2008; however, many area publications have also held steady rates over the years

as well. Recently Schertz Magazine costs for paper/printing have increased about 20-25% since last year and to help offset rising costs staff is proposing a 10% increase on advertising fees. To keep our rates competitive in the market and to avoid a sharp increase which may impact interest from small businesses staff recommends a gradual increase of 10%.

The last meaningful rate increases for the rental facilities took place in FY 2017-18. The pandemic and frequent closures (COVID, Vaccine Clinics and HVAC replacement) of our facilities sidelined rate evaluations and adjustments over the past 5 years. The proposed fee schedule adjustments and increases are aimed at continuing to increase our cost recovery while also maintaining a competitive market position among other venues of similar size and quality. Additionally, throughout the last 5 years the City has made tremendous investments (\$1.36 million) into the rental facilities (ballroom kitchen remodel, new floors, new AV system, new chairs and new HVAC) and the proposed rates better reflect the quality of services offered to our customers. Below is a breakdown of the proposed changes:

Proposed Adjustments to current fees:

- Adjustment to the Kitchen Fee to now be Kitchen/F&B Fee. In the past this fee was tied to a capital recovery fee for the replacement of kitchen items. We no longer have a capital recovery account for the kitchens, so we are adding F&B into this fee to account for any events that have food and accumulate trash and additional work for event staff.
- In 2020 we renovated the ballroom kitchen to include a larger area and additional appliances. We would recommend a fee increase to \$300.00 to account for the increased amenities.
- Early Open fee is being increased to deter folks from booking additional hours. During peak seasons, additional event hours add time and stress to our staff, and we are hoping this fee will deter folks from either booking additional hours or coming in early for their events. Staff feels there is value in offering an additional rental hour in certain circumstances, so we do not wish to remove the fee entirely.
- We increased the special rates for HOA/Funerals to maintain a \$50 discount on the normal room rental. This adjustment is driven by the increase in the standard room rental.
- Across the board, we are recommending fee increases by 10-15% in all rental venues. These increases are in line with other rates in the area and push us forward in closing the gap on cost recovery. In 2019 (the last time we were able to complete an accurate cost recovery) we were running about an 85% cost recovery, but expenses have increased (staff salaries up by 13%, supplies, utilities) since that time so our current cost recovery is estimated to be in the 70% range. A 25-30% fee increase would not be recommended at one time so instead, staff recommends a 10-15% rate increase. New Braunfels Civic Center is also proposing similar fee increases this year.
- We are recommending the elimination of the half-day rate in the ballroom/cut-off hall on Sundays. The size of this room does not lend itself to shorter events on the weekend and for consistency, we will couple Sunday and Friday rates together as we do in the Bluebonnet Hall.

- Clarification was added for the A/V services in the bluebonnet hall, ballroom and applicable breakout rooms. Current A/V rates will include access to 2 screens/projectors.

We are recommending the A/V services fee in the bluebonnet hall be increased to match the ballroom fee as the A/V system has been upgraded and both rooms offer the same services and features.

- We are also recommending the elimination of the banquet package in the ballroom and bluebonnet hall Mon-Thur. This fee is not often used as most events during the week don't need a dance floor, bar, up lights, etc. Renters will still be able to add amenities as needed and enjoy the lower room rates offered during the week.

Proposed New Fees:

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- Staff would like to create a fee for the private suite attached to the ballroom. This room has recently been renovated to offer a comfortable space for a small group of people to meet. The fee is comparable to other area venues.
- Based on evaluation of the quality-of-life fee and the renters who use this staff is recommending eliminating this fee. In lieu of this fee, we would recommend a Gym Use Fee for the Community Center only. This fee is more broadly defined and fits better for different community recreation types of events. The recommended fee is low compared to other Gym Use Fees but there is minimal work to be done with these types of recreation groups and we do not wish to deter folks from using the facility.

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Pools is adding fees describing the Float & Fireworks event and the Paws in the Pool event.

The fee to add a paver at the Veteran's Memorial will be added to the fee schedule.

The Senior Center Membership Fee will be added to the fee schedule.

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City Code Violation Court Fee of \$10 as this amount is under the preview of the Judge and is set by them during court.

Fire recommends removing Flammable liquid and gas tank permits as this is now reviewed by the state making staff's review redundant.

EMS proposes to increase millage to \$22. This fee hasn't been updated since FY 2013-14 and staff has seen higher fuel and vehicle maintenance costs.

EMS also recommends increase the Per Capita fee charged to service areas by 2% to help offset inflation costs.

Planning & Zoning added some clarifying language on the Appeals and request for amendments to include requests to the Comprehensive Land Use Plan.

Inspection recommends adding a increasing scale for reinspections. Staff is getting too many re-inspection requests from builders and is being used as quality control. Quality control is the responsibility of the contractor and the volume of requests makes it hard for staff to keep up, ultimately slowing development. This graduated scale will keep first reinspection requests the same as staff understands it can take a few tries to get something right. The third reinspection increases from \$75 to \$150 and each other reinspection is \$500. This is per trade and not per project so getting a reinspection on plumbing won't increase the fee to get an inspection on electrical.

Also in Inspections, staff changed language of license/registrations of trade to clarify what is required. No changes will change any fees or current requirements. Also recommended is the removal fo the miscellaneous fees as staff feels the existing fee options will cover the customers' requests.

In 2021, City Council approved a new water and wastewater rate model that provided regular funding for water and wastewater projects, specifically large maintenance and recapitalization projects. The adopted rate model projected out to 2030 to show that to meet the funding necessary to complete the planned projects, an annual 4% water and 4% wastewater rate increase would be needed. Over the past year SSLGC has been evaluating their water system and a need has been identified within the pipeline system. In order to transport the full water supply being added by the new Guadalupe Water Treatment Plant, two additional parallel transmission main segments must be constructed. To fund the design and construction of the Elm Creek and Cowey transmission main segments, SSLGC will be required to issue bonds. The SSLGC bond payments are split evenly between Schertz and Seguin, so the projected bond payments for both design and construction have been added to the rate model. Based on the additional bond costs for the Elm Creek and Cowey transmission main segments, staff is recommending an additional 1% increase to the water rates to bring the total recommended water rate increase to 5% and staff recommends continuing with the planned 4% wastewater rate increase.

Staff recommends approval.

Mayor Gutierrez addressed questions regarding the inspection and reinspection fees and asked for clarification on how they are applied. Mayor Pro-Tem Heyward addressed questions regarding the Senior Center and the Magazine. As there were no further questions, Mayor Gutierrez called for a motion to approve.

Moved by Councilmember Mark Davis, seconded by Councilmember Tim Brown to approve Ordinance No. 22-M-40 first reading.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember David Scagliola, Councilmember Tim Brown

Passed

Roll Call Vote Confirmation

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote confirmation for Agenda Items 1 through 7.

Information available in City Council Packets - NO DISCUSSION TO OCCUR

Mayor Gutierrez stated that Agenda Item 8 is an Informational item and can be found in the Council packets as well as can be found online.

8. Monthly Update on Major Projects in progress/CIP. (B. James/K. Woodlee)

Requests and Announcements

- Announcements by the City Manager.

No further announcements.

- Requests by Mayor and Councilmembers for updates or information from staff.

No items requested.

- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.

No items requested.

- Announcements by Mayor and Councilmembers

No announcements were provided this evening.

Adjournment

Mayor Gutierrez adjourned the meeting at 7:17 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: Finance
Subject: Ordinance No. 22-M-40 - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. *Final Reading* (M. Browne/J. Walters)

BACKGROUND

City Departments collect a wide variety of fees for permits, services, fines and other charges that are all part of everyday operations of municipal government. Since September 2008, the fees have been incorporated into a single fee schedule. Ordinance 08-M-43 established the consolidated fee schedule and allows for the modification of existing fees to be done by resolution while new fees are established or added to the Fee Schedule by ordinance.

The Fee Schedule ordinance provides a single document with all City fees that directly affect the users. The changes to the fees ensure the continued operation of public utilities, provides for essential services to the community and to adequately maintain the investment in existing infrastructure. All changes to the fee schedule will have a 45-day period before the new fees take effect. This allows staff to update and advise citizens on the upcoming changes. The recommended effective date of these fee changes will be October 1, 2022.

Schertz Magazine rates have not been increased since its creation in 2008; however, many area publications have also held steady rates over the years as well. Recently Schertz Magazine costs for paper/printing have increased about 20-25% since last year and to help offset rising costs staff is proposing a 10% increase on advertising fees. To keep our rates competitive in the market and to avoid a sharp increase which may impact interest from small businesses staff recommends a gradual increase of 10%.

The last meaningful rate increases for the rental facilities took place in FY 2017-18. The pandemic and frequent closures(COVID, Vaccine Clinics and HVAC replacement) of our facilities sidelined rate evaluations and adjustments over the past 5 years. The proposed fee schedule adjustments and increases are aimed at continuing to increase our cost recovery while also maintaining a competitive market position among other venues of similar size and quality. Additionally, throughout the last 5 years the City has made tremendous investments (\$1.36 million) into the rental facilities (ballroom kitchen remodel, new floors, new AV system, new chairs and new HVAC) and the proposed rates better reflect the quality of services offered to our customers. Below is a breakdown of the proposed changes:
Proposed Adjustments to current fees:

- Adjustment to the Kitchen Fee to now be Kitchen/F&B Fee. In the past this fee was tied to a capital recovery fee for the replacement of kitchen items. We no longer have a capital recovery account for the kitchens, so we are adding F&B into this fee to account for any events that have food and accumulate trash and additional work for event staff.
- In 2020 we renovated the ballroom kitchen to include a larger area and additional appliances. We

would recommend a fee increase to \$300.00 to account for the increased amenities.

- Early Open fee is being increased to deter folks from booking additional hours. During peak seasons, additional event hours add time and stress to our staff, and we are hoping this fee will deter folks from either booking additional hours or coming in early for their events. Staff feels there is value in offering an additional rental hour in certain circumstances, so we do not wish to remove the fee entirely.
- We increased the special rates for HOA/Funerals to maintain a \$50 discount on the normal room rental. This adjustment is driven by the increase in the standard room rental.
- Across the board, we are recommending fee increases by 10-15% in all rental venues. These increases are in line with other rates in the area and push us forward in closing the gap on cost recovery. In 2019 (the last time we were able to complete an accurate cost recovery) we were running about an 85% cost recovery, but expenses have increased (staff salaries up by 13%, supplies, utilities) since that time so our current cost recovery is estimated to be in the 70% range. A 25-30% fee increase would not be recommended at one time so instead, staff recommends a 10-15% rate increase. New Braunfels Civic Center is also proposing similar fee increases this year.
- We are recommending the elimination of the half-day rate in the ballroom/cut-off hall on Sundays. The size of this room does not lend itself to shorter events on the weekend and for consistency, we will couple Sunday and Friday rates together as we do in the Bluebonnet Hall.
- Clarification was added for the A/V services in the bluebonnet hall, ballroom and applicable breakout rooms. Current A/V rates will include access to 2 screens/projectors. We are recommending the A/V services fee in the bluebonnet hall be increased to match the ballroom fee as the A/V system has been upgraded and both rooms offer the same services and features.
- We are also recommending the elimination of the banquet package in the ballroom and bluebonnet hall Mon-Thur. This fee is not often used as most events during the week don't need a dance floor, bar, up lights, etc. Renters will still be able to add amenities as needed and enjoy the lower room rates offered during the week.

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GOAL

To update the Adopted Fee Schedule for FY 2022-23.

COMMUNITY BENEFIT

Provide a single place for information on City fees.

SUMMARY OF RECOMMENDED ACTION

Staff recommends council approve the proposed changes to the fees schedule.

FISCAL IMPACT

The fee changes will all affect the General Fund but have a low overall fiscal impact due to the narrow scope of their estimated use but are intended as cost recovery of providing the described services.

The average bill increase for EMS transports would increase \$24 with the mileage change and the overall effect to covered cities would be \$44,000 combined.

On average, residential utility customers would see a \$3.57 per month increase under the recommended 5 year rate plan and an additional \$0.50 per month for the new parallel pipeline sections. Rate increases are based on 8,400 gallons of water and 5,000 of sewer which are a good average for residential. The average commercial user at 47,900 gallons would see rate increases of \$33.13 with an additional \$3.50 for the SSLGC project.

RECOMMENDATION

Adopt Ordinance 21-M-40 and updated fees for FY 2021-22

Attachments

Ord 22-M-40
Fee Schedule

ORDINANCE NO. 22-M-40

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ.

WHEREAS, the City of Schertz (the “City”) has established by ordinances and resolutions for fees for licenses, permits, and services provided by the City; and

WHEREAS, the City Council has authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the Schedule of Fees attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, due to the need for periodic modification of said fees and for the purposes of efficiency, the City Council desires to adopt future fee changes by resolution rather than by ordinance.

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

SECTION 1.

All persons, firms, or corporations applying for licenses or permits or receiving other City services described on Exhibit A that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule attached hereto as Exhibit A and made a part of hereof. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas as to the fees set forth on Exhibit A effect on the effective date of this Ordinance, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 3.

The City Council may, from time to time, by ordinance add to the fees set forth on Exhibit A, and the fees now or hereafter set forth on Exhibit A may be modified from time to time by resolution of the City Council.

SECTION 4.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 5.

Subject to the last sentence of this Section, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of provisions of this Ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee on Exhibit A, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

SECTION 6.

All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances in effect on the effective date of this Ordinance and modified by this Ordinance or any other ordinances in effect on the effective date of this Ordinance and modified by this Ordinance and requiring the payment of fees for licenses, permits, and other services provided by the City which have accrued on the effective date of this Ordinance; and any and all accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 7.

This Ordinance shall be in full force and effect from and after its final passage and any publication required by law.

Passed and approved on the first reading this 2nd day of August 2022.

PASSED AND APPROVED ON FINAL READING this 9th day of August 2022.

Mayor, City of Schertz

ATTEST:

City Secretary, City of Schertz, Texas

City of Schertz



Schedule of Fees

Effective October 1, 2022

**City of Schertz
Schedule of Fees**

Summary of Changes	2021-22	2022-23
<u>Magazine</u>		
Display Ads:	\$ 300.00	\$ 325.00
Eighth Page for 6 mo., per month	\$ 275.00	\$ 300.00
Eighth Page for 12 mo., per month	\$ 550.00	\$ 600.00
Quarter Page for 6 mo., per month	\$ 400.00	\$ 450.00
Quarter Page for 12 mo., per month	\$ 1,000.00	\$ 1,100.00
Half Page for 6 mo., per month	\$ 700.00	\$ 775.00
Half Page for 12 mo., per month	\$ 1,500.00	\$ 1,650.00
Full Page for 6 mo., per month	\$ 1,200.00	\$ 1,325.00
Premium Placement:	\$ 1,800.00	\$ 2,000.00
Back Cover for 6 mo., per month	\$ 1,500.00	\$ 1,650.00
Back Cover for 12 mo., per month		

**City of Schertz
Schedule of Fees**

Summary of Changes	2021-22	2022-23
<i>Event Facilities</i>		
Vendor/Ancillary Fees		
Kitchen/F&B Fee, Ballroom	\$ 200.00	\$ 300.00
Kitchen/F&B Fee, Bluebonnet Room	\$ 75.00	\$ 100.00
Early Open Fee (one hour only)	\$ 25.00	\$ 200.00
Beverage Tub	NA	\$ 75.00
Private Suite	NA	\$ 150.00
Discount/Special Rates		
Day before setup - 50% of regular room rate (only in ballroom or entire Civic Center)		
H.O.A. Meeting Fee	\$ 75.00	\$ 100.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	\$ 75.00	\$ 100.00
Gym Use Fee (Community Center/per hour)		\$ 25.00
Quality of Life Events (Community Centers Only)	\$ 15.00	-
Civic Center - Grand Ballroom- (7,198 sq. ft)		
Regular Rentals (room only)		
Sunday, Full day	\$ 800.00	\$ 925.00
Sunday, Half day	\$ 450.00	-
Friday, Full Day (half day not available)	\$ 800.00	\$ 925.00
Saturday, Full day (half day not available)	\$ 1,800.00	\$ 1,975.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Sunday, Full day	\$ 1,625.00	-
Sunday, Half day	\$ 1,075.00	-
Monday - Thursday, Full day	\$ 1,425.00	-
Monday - Thursday, Half day	\$ 1,000.00	-
Friday/Sunday, Full Day (half day not available)	\$ 1,625.00	\$ 2,025.00
Saturday, Full day (half day not available)	\$ 2,625.00	\$ 3,000.00
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)		
Regular Rentals		
Sunday, Full day	\$ 600.00	\$ 700.00
Sunday, Half day	\$ 325.00	-
Friday, Full Day (half day not available)	\$ 600.00	\$ 700.00
Saturday, Full day (half day not available)	\$ 1,400.00	\$ 1,550.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Sunday, Full day	\$ 1,425.00	-
Sunday, Half day	\$ 950.00	-
Monday - Thursday, Full day	\$ 1,250.00	-
Monday - Thursday, Half day	\$ 875.00	-
Friday/Sunday, Full day (half day not available)	\$ 1,425.00	\$ 1,725.00
Saturday, Full day (half day not available)	\$ 2,225.00	\$ 2,575.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)		
Regular Rentals		
Friday/Sunday, Half day	\$ 250.00	-
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 75.00	\$ 100.00

**City of Schertz
Schedule of Fees**

Summary of Changes	2021-22	2022-23
Civic Center - Bluebonnet Hall- (2,500 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	\$ 400.00	\$ 450.00
Friday/Sunday, Half day	\$ 200.00	\$ 225.00
Monday - Thursday, Full day	\$ 250.00	\$ 275.00
Monday - Thursday, Half day	\$ 125.00	\$ 150.00
Saturday, Full day (half day not available)	\$ 700.00	\$ 775.00
Kitchen	\$ 75.00	-
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 75.00	\$ 100.00
Banquet Package - includes hall rental, kitchen, tables/chairs, AV panel access, ice, uplights, portable bar:		
Friday/Sunday, Full day	\$ 675.00	\$ 925.00
Friday/Sunday, Half day	\$ 550.00	\$ 700.00
Monday - Thursday, Full day	\$ 525.00	-
Monday - Thursday, Half day	\$ 275.00	-
Saturday, Full day (half day not available)	\$ 975.00	\$ 1,250.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)		
Daily Maximum (up to 12 hours)	\$ 350.00	\$ 375.00
Community Center Central (2,940 sq ft)		
Daily Maximum (up to 12 hours)	\$ 450.00	\$ 475.00
<u>City Events</u>		
Kick Cancer 1k/5k		
5K Non-Timed Run/Walk	25	0
Signs of Love	NA	\$ 20.00
Indoor Volleyball		
Individual	\$ 25.00	-
Late Fee per Individual	\$ 10.00	-
Jubilee		
T-Shirt Decorating Contest	\$ 7.00	-
<u>Parks</u>		
Group Picnic Areas (Resident)		
Weekday Full Day (Mon-Thur)		\$15.00
Weekend Half Day (Fri-Sun)		\$20.00
Weekend Full Day (Fri-Sun)		\$30.00
Group Picnic Areas (Non-Resident)		
Weekday Full Day (Mon-Thur)		\$22.50
Weekend Half Day (Fri-Sun)		\$35.00
Weekend Full Day (Fri-Sun)		\$45.00
Pools		
Float & Fireworks		\$ 3.00
Paws in the Pool		\$ 3.00

**City of Schertz
Schedule of Fees**

Summary of Changes	2021-22	2022-23
Veteran's Memorial Plaza Pavers		
Per Paver	\$	75.00
Senior Center Membership		
Per Person	\$	36.00
Per Couple	\$	65.00
Health and Sanitation Division		
* City Code Violation Court Fee	\$ 10.00	\$ -
*Any citation issued by individuals defined in Section 22-40 (Authority to issue notice of violations), shall be able to collect a dismissal fee from an individual who abates such violation upon their court appearance. Judge Stephen Takas suggested that we charge a dismissal fee to remedy some of the expenses incurred from the issuance of such citation.		
<u>Fire</u>		
Flammable or combustible liquid tanks, each review	\$ 25.00	\$ -
Flammable or combustible gas tanks, each review	\$ 150.00	\$ -
<u>EMS</u>		
Mileage, per mile	\$ 20.00	\$ 22.00
Per Capita	\$ 15.79	\$ 16.10
<u>Planning & Zoning</u>		
Appeals and requests for amendments Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code, to include requested amendments to the Comprehensive Land Use Plan	\$ 500.00	\$ 500.00
<u>Inspections Division</u>		
Re-Inspection Fees		
First re-inspection, per trade	\$ 75.00	\$ 75.00
Re-inspections after first, per trade	\$ 100.00	\$150.00
Re-inspections after second and all subsequent, per trade		\$500.00
Licenses/Registrations:		
General Contractor (Initial)		
Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
Electrical Contractor (Annually) State of Texas Issued	N/C	N/C
For any item not specifically included in the preceding schedule, the Inspections Division shall establish a fee consistent with the level of work and necessary inspections established by the schedule and the applicant shall be advised accordingly.	Delete	

**City of Schertz
Schedule of Fees**

Summary of Changes	2021-22	2022-23
<u>Sewer</u>		
Residential Rates (Single Family)		
Base Rate-per month	\$ 14.43	15.01
Per 1,000 gal Charge, Per Month		
City line Maintenance fee plus Franchise fee		
User Charge based on 100% of avg consumption mo.		
User avg. based on Nov, Dec, and Jan, min. 500 gals.		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.75	4.94
greater than 12,000 gallons	\$ 10.79	11.22
Business and Multi-family Dwelling Units:		
Base Rate per month	\$ 18.15	18.88
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.		
Per 1,000 gal Charge, Per Month		
Line Maintenance-Commercial/Industrial users plus Franchise fee		
User Charge-based on 100% of water consumed		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.87	5.06
greater than 12,000 gallons	\$ 10.89	11.33
YMCA		
Per 1,000 gal Charge, Per Month	\$ 3.20	3.33

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 25.84	\$ 3.04	\$ 3.19
	6,000	\$ 42.85	\$ 44.98	\$ 3.40	\$ 3.57
	12,000	\$ 63.25	\$ 66.40	\$ 3.98	\$ 4.18
	18,000	\$ 87.13	\$ 91.48	\$ 4.86	\$ 5.10
	30,000	\$ 145.45	\$ 152.68	\$ 6.17	\$ 6.48
3/4 IN CODE 2	0	\$ 36.89	\$ 38.73	\$ 3.04	\$ 3.19
	6,000	\$ 55.13	\$ 57.87	\$ 3.40	\$ 3.57
	12,000	\$ 75.53	\$ 79.29	\$ 3.98	\$ 4.18
	18,000	\$ 99.41	\$ 104.37	\$ 4.86	\$ 5.10
	30,000	\$ 157.73	\$ 165.57	\$ 6.17	\$ 6.48
1.0 IN CODE 3	0	\$ 61.49	\$ 64.56	\$ 3.04	\$ 3.19
	6,000	\$ 79.73	\$ 83.70	\$ 3.40	\$ 3.57
	12,000	\$ 100.13	\$ 105.12	\$ 3.98	\$ 4.18
	18,000	\$ 124.01	\$ 130.20	\$ 4.86	\$ 5.10
	30,000	\$ 182.33	\$ 191.40	\$ 6.17	\$ 6.48
1 1/2 IN CODE 4	0	\$ 122.99	\$ 129.14	\$ 3.04	\$ 3.19
	6,000	\$ 141.23	\$ 148.28	\$ 3.40	\$ 3.57
	12,000	\$ 161.63	\$ 169.70	\$ 3.98	\$ 4.18
	18,000	\$ 185.51	\$ 194.78	\$ 4.86	\$ 5.10
	30,000	\$ 243.83	\$ 255.98	\$ 6.17	\$ 6.48
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 206.62	\$ 3.04	\$ 3.19
	6,000	\$ 215.02	\$ 225.76	\$ 3.40	\$ 3.57
	12,000	\$ 235.42	\$ 247.18	\$ 3.98	\$ 4.18
	18,000	\$ 259.30	\$ 272.26	\$ 4.86	\$ 5.10
	30,000	\$ 317.62	\$ 333.46	\$ 6.17	\$ 6.48
2IN TURBINE CODE 6	0	\$ 245.96	\$ 258.26	\$ 3.04	\$ 3.19
	6,000	\$ 264.20	\$ 277.40	\$ 3.40	\$ 3.57
	12,000	\$ 284.60	\$ 298.82	\$ 3.98	\$ 4.18
	18,000	\$ 308.48	\$ 323.90	\$ 4.86	\$ 5.10
	30,000	\$ 366.80	\$ 385.10	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 413.23	\$ 3.04	\$ 3.19
	6,000	\$ 411.79	\$ 432.37	\$ 3.40	\$ 3.57
	12,000	\$ 432.19	\$ 453.79	\$ 3.98	\$ 4.18
	18,000	\$ 456.07	\$ 478.87	\$ 4.86	\$ 5.10
	30,000	\$ 514.39	\$ 540.07	\$ 6.17	\$ 6.48
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 619.85	\$ 3.04	\$ 3.19
	6,000	\$ 608.57	\$ 638.99	\$ 3.40	\$ 3.57
	12,000	\$ 628.97	\$ 660.41	\$ 3.98	\$ 4.18
	18,000	\$ 652.85	\$ 685.49	\$ 4.86	\$ 5.10
	30,000	\$ 711.17	\$ 746.69	\$ 6.17	\$ 6.48
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 645.68	\$ 3.04	\$ 3.19
	6,000	\$ 633.17	\$ 664.82	\$ 3.40	\$ 3.57
	12,000	\$ 653.57	\$ 686.24	\$ 3.98	\$ 4.18
	18,000	\$ 677.45	\$ 711.32	\$ 4.86	\$ 5.10
	30,000	\$ 735.77	\$ 772.52	\$ 6.17	\$ 6.48
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 1,084.73	\$ 3.04	\$ 3.19
	6,000	\$ 1,051.32	\$ 1,103.87	\$ 3.40	\$ 3.57
	12,000	\$ 1,071.72	\$ 1,125.29	\$ 3.98	\$ 4.18
	18,000	\$ 1,095.60	\$ 1,150.37	\$ 4.86	\$ 5.10
	30,000	\$ 1,153.92	\$ 1,211.57	\$ 6.17	\$ 6.48
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 1,291.35	\$ 3.04	\$ 3.19
	6,000	\$ 1,248.10	\$ 1,310.49	\$ 3.40	\$ 3.57
	12,000	\$ 1,268.50	\$ 1,331.91	\$ 3.98	\$ 4.18
	18,000	\$ 1,292.38	\$ 1,356.99	\$ 4.86	\$ 5.10
	30,000	\$ 1,350.70	\$ 1,418.19	\$ 6.17	\$ 6.48
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 2,376.08	\$ 3.04	\$ 3.19
	6,000	\$ 2,281.17	\$ 2,395.22	\$ 3.40	\$ 3.57
	12,000	\$ 2,301.57	\$ 2,416.64	\$ 3.98	\$ 4.18
	18,000	\$ 2,325.45	\$ 2,441.72	\$ 4.86	\$ 5.10
	30,000	\$ 2,383.77	\$ 2,502.92	\$ 6.17	\$ 6.48
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 2,087.13	\$ 3.04	\$ 3.19
	6,000	\$ 2,005.98	\$ 2,106.27	\$ 3.40	\$ 3.57
	12,000	\$ 2,026.38	\$ 2,127.69	\$ 3.98	\$ 4.18
	18,000	\$ 2,050.26	\$ 2,152.77	\$ 4.86	\$ 5.10
	30,000	\$ 2,108.58	\$ 2,213.97	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
GALLONS SOLD BY METER SIZE (RESIDENTIAL)	

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 4,174.25	\$ 3.04	\$ 3.19
	6,000	\$ 3,993.72	\$ 4,193.39	\$ 3.40	\$ 3.57
	12,000	\$ 4,014.12	\$ 4,214.81	\$ 3.98	\$ 4.18
	18,000	\$ 4,038.00	\$ 4,239.89	\$ 4.86	\$ 5.10
	30,000	\$ 4,096.32	\$ 4,301.09	\$ 6.17	\$ 6.48
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3,000.24	\$ 3.04	\$ 3.19
	6,000	\$ 2,875.61	\$ 3,019.38	\$ 3.40	\$ 3.57
	12,000	\$ 2,896.01	\$ 3,040.80	\$ 3.98	\$ 4.18
	18,000	\$ 2,919.89	\$ 3,065.88	\$ 4.86	\$ 5.10
	30,000	\$ 2,978.21	\$ 3,127.08	\$ 6.17	\$ 6.48
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 6,522.25	\$ 3.04	\$ 3.19
	6,000	\$ 6,229.91	\$ 6,541.39	\$ 3.40	\$ 3.57
	12,000	\$ 6,250.31	\$ 6,562.81	\$ 3.98	\$ 4.18
	18,000	\$ 6,274.19	\$ 6,587.89	\$ 4.86	\$ 5.10
	30,000	\$ 6,332.51	\$ 6,649.09	\$ 6.17	\$ 6.48
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 8,609.39	\$ 3.04	\$ 3.19
	6,000	\$ 8,217.66	\$ 8,628.53	\$ 3.40	\$ 3.57
	12,000	\$ 8,238.06	\$ 8,649.95	\$ 3.98	\$ 4.18
	18,000	\$ 8,261.94	\$ 8,675.03	\$ 4.86	\$ 5.10
	30,000	\$ 8,320.26	\$ 8,736.23	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
GALLONS SOLD BY METER SIZE (COMMERCIAL)	

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 25.84	\$ 3.04	\$ 3.19
	6,000	\$ 42.85	\$ 44.98	\$ 3.40	\$ 3.57
	12,000	\$ 63.25	\$ 66.40	\$ 3.98	\$ 4.18
	18,000	\$ 87.13	\$ 91.48	\$ 4.86	\$ 5.10
	30,000	\$ 145.45	\$ 152.68	\$ 6.17	\$ 6.48
3/4 IN CODE 2	0	\$ 36.89	\$ 38.73	\$ 3.04	\$ 3.19
	6,000	\$ 55.13	\$ 57.87	\$ 3.40	\$ 3.57
	12,000	\$ 75.53	\$ 79.29	\$ 3.98	\$ 4.18
	18,000	\$ 99.41	\$ 104.37	\$ 4.86	\$ 5.10
	30,000	\$ 157.73	\$ 165.57	\$ 6.17	\$ 6.48
1.0 IN CODE 3	0	\$ 61.49	\$ 64.56	\$ 3.04	\$ 3.19
	6,000	\$ 79.73	\$ 83.70	\$ 3.40	\$ 3.57
	12,000	\$ 100.13	\$ 105.12	\$ 3.98	\$ 4.18
	18,000	\$ 124.01	\$ 130.20	\$ 4.86	\$ 5.10
	30,000	\$ 182.33	\$ 191.40	\$ 6.17	\$ 6.48
1 1/2 IN CODE 4	0	\$ 122.99	\$ 129.14	\$ 3.04	\$ 3.19
	6,000	\$ 141.23	\$ 148.28	\$ 3.40	\$ 3.57
	12,000	\$ 161.63	\$ 169.70	\$ 3.98	\$ 4.18
	18,000	\$ 185.51	\$ 194.78	\$ 4.86	\$ 5.10
	30,000	\$ 243.83	\$ 255.98	\$ 6.17	\$ 6.48
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 206.62	\$ 3.04	\$ 3.19
	18,000	\$ 251.50	\$ 264.04	\$ 3.40	\$ 3.57
	36,000	\$ 312.70	\$ 328.30	\$ 3.98	\$ 4.18
	54,000	\$ 384.34	\$ 403.54	\$ 4.86	\$ 5.10
	90,000	\$ 559.30	\$ 587.14	\$ 6.17	\$ 6.48
2IN TURBINE CODE 6	0	\$ 245.96	\$ 258.26	\$ 3.04	\$ 3.19
	18,000	\$ 300.68	\$ 315.68	\$ 3.40	\$ 3.57
	36,000	\$ 361.88	\$ 379.94	\$ 3.98	\$ 4.18
	54,000	\$ 433.52	\$ 455.18	\$ 4.86	\$ 5.10
	90,000	\$ 608.48	\$ 638.78	\$ 6.17	\$ 6.48
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 413.23	\$ 3.04	\$ 3.19
	18,000	\$ 448.27	\$ 470.65	\$ 3.40	\$ 3.57
	36,000	\$ 509.47	\$ 534.91	\$ 3.98	\$ 4.18
	54,000	\$ 581.11	\$ 610.15	\$ 4.86	\$ 5.10
	90,000	\$ 756.07	\$ 793.75	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
3 IN	0	\$ 590.33	\$ 619.85	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 645.05	\$ 677.27	\$ 3.40	\$ 3.57
CODE 8	36,000	\$ 706.25	\$ 741.53	\$ 3.98	\$ 4.18
	54,000	\$ 777.89	\$ 816.77	\$ 4.86	\$ 5.10
	90,000	\$ 952.85	\$ 1,000.37	\$ 6.17	\$ 6.48
4 IN	0	\$ 614.93	\$ 645.68	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 669.65	\$ 703.10	\$ 3.40	\$ 3.57
CODE 9	36,000	\$ 730.85	\$ 767.36	\$ 3.98	\$ 4.18
	54,000	\$ 802.49	\$ 842.60	\$ 4.86	\$ 5.10
	90,000	\$ 977.45	\$ 1,026.20	\$ 6.17	\$ 6.48
4 IN	0	\$ 1,033.08	\$ 1,084.73	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 1,087.80	\$ 1,142.15	\$ 3.40	\$ 3.57
CODE 10	36,000	\$ 1,149.00	\$ 1,206.41	\$ 3.98	\$ 4.18
	54,000	\$ 1,220.64	\$ 1,281.65	\$ 4.86	\$ 5.10
	90,000	\$ 1,395.60	\$ 1,465.25	\$ 6.17	\$ 6.48
6 IN	0	\$ 1,229.86	\$ 1,291.35	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 1,284.58	\$ 1,348.77	\$ 3.40	\$ 3.57
CODE 11	36,000	\$ 1,345.78	\$ 1,413.03	\$ 3.98	\$ 4.18
	54,000	\$ 1,417.42	\$ 1,488.27	\$ 4.86	\$ 5.10
	90,000	\$ 1,592.38	\$ 1,671.87	\$ 6.17	\$ 6.48
6 IN	0	\$ 2,262.93	\$ 2,376.08	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 2,317.65	\$ 2,433.50	\$ 3.40	\$ 3.57
CODE 12	36,000	\$ 2,378.85	\$ 2,497.76	\$ 3.98	\$ 4.18
	54,000	\$ 2,450.49	\$ 2,573.00	\$ 4.86	\$ 5.10
	90,000	\$ 2,625.45	\$ 2,756.60	\$ 6.17	\$ 6.48
8 IN	0	\$ 1,987.74	\$ 2,087.13	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 2,042.46	\$ 2,144.55	\$ 3.40	\$ 3.57
CODE 13	36,000	\$ 2,103.66	\$ 2,208.81	\$ 3.98	\$ 4.18
	54,000	\$ 2,175.30	\$ 2,284.05	\$ 4.86	\$ 5.10
	90,000	\$ 2,350.26	\$ 2,467.65	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
8 IN	0	\$ 3,975.48	\$ 4,174.25	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 4,030.20	\$ 4,231.67	\$ 3.40	\$ 3.57
CODE 14	36,000	\$ 4,091.40	\$ 4,295.93	\$ 3.98	\$ 4.18
	54,000	\$ 4,163.04	\$ 4,371.17	\$ 4.86	\$ 5.10
	90,000	\$ 4,338.00	\$ 4,554.77	\$ 6.17	\$ 6.48
10 IN	0	\$ 2,857.37	\$ 3,000.24	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 2,912.09	\$ 3,057.66	\$ 3.40	\$ 3.57
CODE 15	36,000	\$ 2,973.29	\$ 3,121.92	\$ 3.98	\$ 4.18
	54,000	\$ 3,044.93	\$ 3,197.16	\$ 4.86	\$ 5.10
	90,000	\$ 3,219.89	\$ 3,380.76	\$ 6.17	\$ 6.48
10 IN	0	\$ 6,211.67	\$ 6,522.25	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 6,266.39	\$ 6,579.67	\$ 3.40	\$ 3.57
CODE 16	36,000	\$ 6,327.59	\$ 6,643.93	\$ 3.98	\$ 4.18
	54,000	\$ 6,399.23	\$ 6,719.17	\$ 4.86	\$ 5.10
	90,000	\$ 6,574.19	\$ 6,902.77	\$ 6.17	\$ 6.48
12 IN	0	\$ 8,199.42	\$ 8,609.39	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 8,254.14	\$ 8,666.81	\$ 3.40	\$ 3.57
CODE 17	36,000	\$ 8,315.34	\$ 8,731.07	\$ 3.98	\$ 4.18
	54,000	\$ 8,386.98	\$ 8,806.31	\$ 4.86	\$ 5.10
	90,000	\$ 8,561.94	\$ 8,989.91	\$ 6.17	\$ 6.48
FH METER		\$ 116.88	\$ 122.72	\$ 8.98	\$ 9.43
Cibola Wholesale Water Rate				\$ 3.27	\$ 3.27

**City of Schertz
Schedule of Fees**

City Secretary		2021-22	2022-23
	Candidate Filing Fee	\$ 25.00	\$ 25.00
Codes	Licenses		
P	Package Store Permit	\$ 250.00	\$ 250.00
BG	Wine and Malt Beverage Retailer's Permit - Bexar County	\$ 500.00	\$ 500.00
BG	Wine and Malt Beverage Retailer's Permit - Bexar County Renewal	\$ 375.00	\$ 375.00
BG	Wine and Malt Beverage Retailer's Permit - All Other Counties	\$ 87.50	\$ 87.50
BQ	Wine and Malt Beverage Retailer's Off Premises Permit	\$ 30.00	\$ 30.00
BE	(Malt Beverage) Retail Dealer's On-Premise License - Bexar County	\$ 500.00	\$ 500.00
BE	(Malt Beverage) Retail Dealer's On-Premise License - Bexar County Renewal	\$ 375.00	\$ 375.00
BE	(Malt Beverage) Retail Dealer's On-Premise License - All Other Counties	\$ 75.00	\$ 75.00
Q	Wine-Only Package Store Permit	\$ 37.50	\$ 37.50
MB	Mixed Beverage Permit	\$ 375.00	\$ 375.00
W	Wholesaler's Permit	\$ 937.50	\$ 937.50
BC	Branch's Distributor's License	\$ 37.50	\$ 37.50
BF	(Malt Beverage) Retail Dealer's Off-Premise License	\$ 30.00	\$ 30.00
LP	Local Distributor's Permit	\$ 50.00	\$ 50.00
G	Winery Permit	\$ 37.50	\$ 37.50

**City of Schertz
Schedule of Fees**

All Departments	2021-22	2022-23
Records Requests		
Standard paper copy, per page (front and back is 2 pages)	\$ 0.10	\$ 0.10
Nonstandard-size copy:		
Oversize paper copy (11" X 17")	\$ 0.50	\$ 0.50
Specialty paper (Mylar, blueprint, blue line, map, photographic)	Actual	Actual
Certified Copy- Each Certification	\$ 5.00	\$ 5.00
Diskette	\$ 1.00	\$ 1.00
Magnetic tape - actual cost	Actual	Actual
Data cartridge -actual cost	Actual	Actual
Tape cartridge - actual cost	Actual	Actual
Rewritable CD (CD-RW)	\$ 1.00	\$ 1.00
Non-rewritable CD (CD-R)	\$ 1.00	\$ 1.00
Digital video disc (DVD)	\$ 3.00	\$ 3.00
JAZ drive - actual cost	Actual	Actual
Other electronic media - actual cost	Actual	Actual
Miscellaneous supplies - actual cost	Actual	Actual
Postage and shipping charge actual cost	Actual	Actual
Photographs - actual cost	Actual	Actual
Maps - actual cost	Actual	Actual
Labor charge:		
For locating, compiling, and reproducing, per hour (if documents are NOT located in the immediate area and over 50 pages)	\$ 15.00	\$ 15.00
Overhead charge - % of labor charge	20%	20%
Remote document retrieval charge	Actual	Actual
No Sales Tax shall be applied to copies of public information.		
Notary Fees		
Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation	\$ 6.00	\$ 6.00
Protests- Per Document	\$ 5.00	\$ 5.00
Convenience Fees		
Credit Card Payment Over Phone	\$ 1.00	\$ 1.00
Return Check Fee	\$ 25.00	\$ 25.00

**City of Schertz
Schedule of Fees**

Library	2021-22	2022-23
Non-Resident user fee- Library Card	\$ 15.00	\$ 15.00
Meeting Room Fee- Non-Schertz residents, 4 hours	\$ 50.00	\$ 50.00
Meeting Room Fee- After hour fee, per hour	\$ 25.00	\$ 25.00
Meeting Room Cleaning Fee (Spot Cleaning)	\$ 50.00	\$ 50.00
Meeting Room Cleaning Fee (Whole Room)	Actual	Actual
Additional Fee for After Hours Cleaning, per hour	\$ 25.00	\$ 25.00
Inter-Library Loans Materials (ILL Materials)		
Lost or damaged ILL items - Cost of item as billed by the lending library (may include additional fines or fees assessed by the lending library)	Actual	Actual
Inter-Library Loan items per day (3 day grace period)	\$ 1.00	\$ 1.00
Max overdue amount per ILL item	\$ 5.00	\$ 5.00
Return Postage Fee--for ILL items never picked up by customer after arrival	\$ 3.00	\$ 3.00
Overdue Fines (3 day grace period)		
All Items per day (except ILL items)	\$ 0.25	\$ 0.25
Max amount that can be charged	\$ 1.00	\$ 1.00
Replacement Library Card	\$ 1.00	\$ 1.00
Copier, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	\$ 0.15	\$ 0.15
Color	\$ 0.50	\$ 0.50
Printing, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	\$ 0.15	\$ 0.15
Color	\$ 0.50	\$ 0.50
Outgoing Fax, 1st page	\$ 1.00	\$ 1.00
Per each succeeding page	\$ 0.25	\$ 0.25
Lost & Damaged Materials - Cost of item		
plus a processing fee	\$ 5.00	\$ 5.00
Damaged DVD Case or Video Case	\$ 1.00	\$ 1.00
Damaged or Missing Barcode	\$ 1.00	\$ 1.00
Damaged or Missing RFID Tag	\$ 1.00	\$ 1.00
Damaged or Missing DVD/Video Cover (if replaceable) plus processing fee	\$ 3.00	\$ 3.00
Toddler Tote Bag	\$ 2.50	\$ 2.50
Juvenile Audiobook Bag	\$ 5.00	\$ 5.00
Materials Recovery Fee (per account sent to collections)	\$ 10.00	\$ 10.00

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

**City of Schertz
Schedule of Fees**

Schertz Magazine	2021-22	2022-23
Display Ads:		
Eighth Page for 6 mo., per month	\$ 300.00	\$ 325.00
Eighth Page for 12 mo., per month	\$ 275.00	\$ 300.00
Quarter Page for 6 mo., per month	\$ 550.00	\$ 600.00
Quarter Page for 12 mo., per month	\$ 400.00	\$ 450.00
Half Page for 6 mo., per month	\$ 1,000.00	\$ 1,100.00
Half Page for 12 mo., per month	\$ 700.00	\$ 775.00
Full Page for 6 mo., per month	\$ 1,500.00	\$ 1,650.00
Full Page for 12 mo., per month	\$ 1,200.00	\$ 1,325.00
Special placement fee	\$ 100.00	\$ 100.00
Artwork ownership fee	\$ 95.00	\$ 95.00
Premium Placement:		
Back Cover for 6 mo., per month	\$ 1,800.00	\$ 2,000.00
Back Cover for 12 mo., per month	\$ 1,500.00	\$ 1,650.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

**City of Schertz
Schedule of Fees**

Event Facilities	2021-2022	2022-23
Vendor/Ancillary Fees		
Kitchen Fee, per person		
Kitchen/F&B Fee, Ballroom	\$ 200.00	\$ 300.00
Kitchen/F&B Fee, Bluebonnet Room	\$ 75.00	\$ 100.00
Electrical Fee (Tradeshows), per Exhibitor		
Linens		
Early Open Fee (one hour only)	\$ 25.00	\$ 200.00
Late Fee	\$ 200.00	\$ 200.00
Ice, one bin (80lbs)	\$ 15.00	\$ 15.00
Ice, unlimited	\$ 25.00	\$ 25.00
Beverage Service (for 50 people)	\$ 50.00	\$ 50.00
Beverage Linen per table	\$ 5.00	\$ 6.00
Cancellation Fee	\$ 50.00	\$ 50.00
Portable Bar (includes 5 cocktail tables)	\$ 200.00	\$ 200.00
Cocktail Tables (up to 5)	\$ 50.00	\$ 50.00
Uplighting, per light	\$ 15.00	\$ 15.00
Uplighting package, 10 lights	\$ 100.00	\$ 100.00
Pipe for Back Drop	\$ 25.00	\$ 25.00
Drape per linear ft.	\$ 2.00	\$ 2.00
Cleaning Fee	\$ 150.00	\$ 150.00
Beverage Tub		\$ 75.00
Private Suite		\$ 150.00
 Discount/Special Rates		
Frequent Renters 25% discount (Must rent at least 12 times calendar year)		
Multiple Day Renters 25% discount (Must rent two or more consecutive days)		
Day before setup - 50% of regular room rate (only in ballroom or entire Civic Center)		
Non-Profits 25% discount - rent only		
All comp'd requests will require approval from City Manager		
H.O.A. Meeting Fee	\$ 75.00	\$ 100.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	\$ 75.00	\$ 100.00
Gym Use Fee (Community Center/per hour)		\$ 25.00
Quality of Life Events (Community Centers Only)	\$ 15.00	-
 Facility Security		
Security Coordination Fee	\$ 15.00	\$ 15.00
Regular- per officer, per hour (4 hour minimum)	\$ 40.00	\$ 40.00
Holiday- per officer, per hour (4 hour minimum)	\$ 50.00	\$ 50.00
 Civic Center - Grand Ballroom- (7,198 sq. ft)		
Regular Rentals (room only)		
Sunday, Full day	\$ 800.00	\$ 925.00
Sunday, Half day	\$ 450.00	-
Monday - Thursday, Full day	\$ 600.00	\$ 600.00
Monday - Thursday, Half day	\$ 375.00	\$ 375.00
Friday, Full Day (half day not available)	\$ 800.00	\$ 925.00
Saturday, Full day (half day not available)	\$ 1,800.00	\$ 1,975.00
Small Stage	\$ 200.00	\$ 200.00
Dance Floor	\$ 200.00	\$ 200.00
Damage/Cancellation Deposit	\$ 500.00	\$ 500.00
Audio/Visual Services (upgraded)	\$ 175.00	\$ 175.00
Additional time, per hour	\$ 50.00	\$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 100.00	\$ 100.00
 Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Sunday, Full day	\$ 1,625.00	-
Sunday, Half day	\$ 1,075.00	-
Monday - Thursday, Full day	\$ 1,425.00	-
Monday - Thursday, Half day	\$ 1,000.00	-

**City of Schertz
Schedule of Fees**

Event Facilities	2021-2022	2022-23
Friday/Sunday, Full Day (half day not available)	\$ 1,625.00	\$ 2,025.00
Saturday, Full day (half day not available)	\$ 2,625.00	\$ 3,000.00
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)		
Regular Rentals		
Sunday, Full day	\$ 600.00	\$ 700.00
Sunday, Half day	\$ 325.00	-
Monday - Thursday, Full day	\$ 425.00	\$ 425.00
Monday - Thursday, Half day	\$ 250.00	\$ 250.00
Friday, Full Day (half day not available)	\$ 600.00	\$ 700.00
Saturday, Full day (half day not available)	\$ 1,400.00	\$ 1,550.00
Small Stage - move to only one stage	\$ 200.00	\$ 200.00
Dance Floor	\$ 200.00	\$ 200.00
Audiovisual Services (upgraded)	\$ 175.00	\$ 175.00
Additional time, per hour	\$ 50.00	\$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 100.00	\$ 100.00
Damage/Cancellation Deposit	\$ 500.00	\$ 500.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Sunday, Full day	\$ 1,425.00	-
Sunday, Half day	\$ 950.00	-
Monday - Thursday, Full day	\$ 1,250.00	-
Monday - Thursday, Half day	\$ 875.00	-
Friday/Sunday, Full day (half day not available)	\$ 1,425.00	\$ 1,725.00
Saturday, Full day (half day not available)	\$ 2,225.00	\$ 2,575.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	\$ 400.00	\$ 400.00
Friday/Sunday, Half day	\$ 250.00	-
Monday - Thursday, Full day	\$ 250.00	\$ 250.00
Monday - Thursday, Half day	\$ 175.00	\$ 175.00
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 75.00	\$ 100.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Civic Center - Bluebonnet Hall- (2,500 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	\$ 400.00	\$ 450.00
Friday/Sunday, Half day	\$ 200.00	\$ 225.00
Monday - Thursday, Full day	\$ 250.00	\$ 275.00
Monday - Thursday, Half day	\$ 125.00	\$ 150.00
Saturday, Full day (half day not available)	\$ 700.00	\$ 775.00
Kitchen	\$ 75.00	-
Audio/Visual Panel Access (for 2 screens/projectors)	\$ 75.00	\$ 100.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Banquet Package - includes hall rental, kitchen, tables/chairs, AV panel access, ice, uplights, portable bar:		
Friday/Sunday, Full day	\$ 675.00	\$ 925.00
Friday/Sunday, Half day	\$ 550.00	\$ 700.00
Monday - Thursday, Full day	\$ 525.00	-
Monday - Thursday, Half day	\$ 275.00	-
Saturday, Full day (half day not available)	\$ 975.00	\$ 1,250.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	\$ 25.00	\$ 25.00
Friday - Saturday per hour, 4 hour minimum	\$ 50.00	\$ 50.00
Daily Maximum (up to 12 hours)	\$ 350.00	\$ 375.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Community Center Central (2,940 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	\$ 50.00	\$ 50.00

**City of Schertz
Schedule of Fees**

Event Facilities	2021-2022	2022-23
Friday - Saturday per hour, 4 hour minimum	\$ 75.00	\$ 75.00
Daily Maximum (up to 12 hours)	\$ 450.00	\$ 475.00
Projector/Screen/Microphone	\$ 50.00	\$ 50.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

**City of Schertz
Schedule of Fees**

Event Fee	2021-22	2022-23
Daddy Daughter/Mother Son Dances		
Adult	\$ 18.00	\$ 18.00
Child (17 and under)	\$ 12.00	\$ 12.00
Kick Cancer 1k/5k		
1K Kids Run	\$ 10.00	\$ 10.00
5K Timed Run/Walk	\$ 35.00	\$ 35.00
5K Non-Timed Run/Walk	\$ 25.00	-
Signs of Love		\$ 20.00
Movin on Main		
Vendor Fee	\$ 100.00	\$ 100.00
Non-Profit Vendor Fee	\$ 50.00	\$ 50.00
Jubilee		
Food Vendor	\$ 300.00	\$ 300.00
Carnival	\$ 6,000.00	\$ 6,000.00
Craft Vendor	\$ 50.00	\$ 50.00
Business Parade Entry	\$ 50.00	\$ 50.00
T-Shirt Decorating Contest	\$ 7.00	-
Kickball		
Individual	\$ 25.00	\$ 25.00
Late Fee Per Individual	\$ 10.00	\$ 10.00
Cornhole League		
Individual	\$ 25.00	\$ 25.00
Late Fee Per Individual	\$ 10.00	\$ 10.00
Holidazzle		
Food Vendor	\$ 50.00	\$ 50.00
Craft Vendor	\$ 50.00	\$ 50.00
Business Parade Entry	\$ 15.00	\$ 15.00
Breakfast with Santa	\$ 10.00	\$ 10.00
Indoor Volleyball		
Individual	\$ 25.00	-
Late Fee per Individual	\$ 10.00	-
New Years Eve Masquerade		
Food Vendor	\$ 50.00	\$ 50.00

**City of Schertz
Schedule of Fees**

Parks and Recreation	2021-22	2022-23
Small Pavilion (Resident)		
Weekday Full Day (Mon-Thur)	\$ 42.50	\$ 42.50
Weekend Half Day (Fri-Sun)	\$ 55.00	\$ 55.00
Weekend Full Day (Fri-Sun)	\$ 85.00	\$ 85.00
Small Pavilion (Non-Resident)		
Weekday Full Day (Mon-Thur)	\$ 67.50	\$ 67.50
Weekend Half Day (Fri-Sun)	\$ 90.00	\$ 90.00
Weekend Full Day (Fri-Sun)	\$ 135.00	\$ 135.00
Large Pavilion (Resident)		
Weekday without facilities (Mon-Thur)	\$ 50.00	\$ 50.00
Weekday with facilities (Mon-Thur)	\$ 100.00	\$ 100.00
Weekend without facilities (Fri-Sun)	\$ 100.00	\$ 100.00
Weekend with facilities (Fri-Sun)	\$ 200.00	\$ 200.00
Large Pavilion (Non-Resident)		
Weekday without facilities (Mon-Thur)	\$ 75.00	\$ 75.00
Weekday with facilities (Mon-Thur)	\$ 150.00	\$ 150.00
Weekend without facilities (Fri-Sun)	\$ 150.00	\$ 150.00
Weekend with facilities (Fri-Sun)	\$ 300.00	\$ 300.00
Group Picnic Areas (Resident)		
Weekday Full Day (Mon-Thur)		\$15.00
Weekend Half Day (Fri-Sun)		\$20.00
Weekend Full Day (Fri-Sun)		\$30.00
Group Picnic Areas (Non-Resident)		
Weekday Full Day (Mon-Thur)		\$22.50
Weekend Half Day (Fri-Sun)		\$35.00
Weekend Full Day (Fri-Sun)		\$45.00
Spike ball		
Spike ball nets with balls	\$ 15.00	\$ 15.00
Basketball		
Set of Half Dozen Basketballs	\$ 15.00	\$ 15.00
Pickleball		
Pickleball Net (Paddles and Balls are Included)	\$ 40.00	\$ 40.00
Pools		

**City of Schertz
Schedule of Fees**

Parks and Recreation	2021-22	2022-23
Daily Rates		
Per swimmer per entry	\$ 2.00	\$ 2.00
Daily pass	\$ 3.00	\$ 3.00
Admission is free for children under the age of 2 years.		
Float & Fireworks		\$ 3.00
Paws in the Pool		\$ 3.00
Season Rates-Maximum per season pass is six (6) members		
Schertz Residents		
Individual rate	\$ 40.00	\$ 40.00
2 member rate	\$ 50.00	\$ 50.00
3 member rate	\$ 60.00	\$ 60.00
4 member rate	\$ 70.00	\$ 70.00
5 member rate	\$ 80.00	\$ 80.00
6 member rate	\$ 90.00	\$ 90.00
Non-Schertz Residents		
Individual rate	\$ 70.00	\$ 70.00
2 member rate	\$ 80.00	\$ 80.00
3 member rate	\$ 90.00	\$ 90.00
4 member rate	\$ 100.00	\$ 100.00
5 member rate	\$ 110.00	\$ 110.00
6 member rate	\$ 120.00	\$ 120.00
Regular Preschool/Child Care Center		
Teacher/Child Care Attendant and 5 students per pass.		
In City	\$ 80.00	\$ 80.00
Out of City	\$ 120.00	\$ 120.00

****THESE RATES NOW SET BY CONTRACTOR****

**City of Schertz
Schedule of Fees**

Parks and Recreation	2021-22	2022-23
Swimming lessons rate		
Schertz Residents - per child	**	**
Non- Residents - per child	**	**
<u>Pool Reservations</u>		
Schertz Residents		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
Non-Residents		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
<u>Northcliffe Pool</u>		
Schertz Residents		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**
Non-Residents		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**
THESE RATES NOW SET BY CONTRACTOR		
Veteran's Memorial Plaza Pavers		
Per Paver		\$ 75.00
Senior Center Membership		
Per Person		\$ 36.00
Per Couple		\$ 65.00

**City of Schertz
Schedule of Fees**

Animal Services	2021-22	2022-23
Animal Adoption		
Dog	\$ 60.00	\$ 60.00
Cat	\$ 35.00	\$ 35.00
Adoption pricing may be discounted for adoption events or during special promotions		
Permits - A permit shall be issue after payment of application fee:		
Kennel authorized to house 10 or less dogs or cats	\$ 75.00	\$ 75.00
Kennel authorized to house more than 10 but less than 50	\$ 150.00	\$ 150.00
Kennel authorized to house 50 or more	\$ 200.00	\$ 200.00
Pet Shop	\$ 100.00	\$ 100.00
Grooming Shop	\$ 30.00	\$ 30.00
Commercial Riding Stable 10 or less	\$ 75.00	\$ 75.00
Commercial Riding Stable 11-50	\$ 150.00	\$ 150.00
Commercial Riding Stable 51 or more	\$ 200.00	\$ 200.00
Annual Crescent Bend Riding Permit, per horse	\$ 100.00	\$ 100.00
Auction	\$ 100.00	\$ 100.00
Zoological Park	\$ 200.00	\$ 200.00
Animal Exhibition/Circus/Petting Zoo	\$ 100.00	\$ 100.00
Guard Dog Training Center	\$ 200.00	\$ 200.00
Obedience Training Center	\$ 50.00	\$ 50.00
Commercial Establishment Using a Guard Dog	\$ 75.00	\$ 75.00
Commercial Annual Sellers Permit	\$ 150.00	\$ 150.00
Dangerous Dog Permit	\$ 200.00	\$ 200.00
Temporary Permit* - not to exceed 7 days	\$ 15.00	\$ 15.00
*Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits		
Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days	\$ 30.00	\$ 30.00
Impoundment Fee: An impoundment fee must be paid for each captured animal		
Dog/Cat Impoundment		
Within a 1 year period		
1st Offense		
Neutered	\$ 30.00	\$ 30.00
Un-neutered	\$ 45.00	\$ 45.00
2nd Offense		
Neutered	\$ 50.00	\$ 50.00
Un-neutered	\$ 70.00	\$ 70.00
3rd Offense		
Neutered	\$ 100.00	\$ 100.00
Un-neutered	\$ 120.00	\$ 120.00
4th Offense		
Neutered	\$ 150.00	\$ 150.00
Un-neutered	\$ 170.00	\$ 170.00
Each Additional Offense		
Base- Neutered	\$ 150.00	\$ 150.00
Base- Un-neutered	\$ 170.00	\$ 170.00
Per Additional Offense	\$ 50.00	\$ 50.00
Fowl or other small animal	\$ 30.00	\$ 30.00
Livestock	\$ 75.00	\$ 75.00
Zoological/Circus animal	\$ 200.00	\$ 200.00

**City of Schertz
Schedule of Fees**

Animal Services	2021-22	2022-23
Boarding Fee: A boarding fee must be paid for each animal		
Dog/Cat, per day	\$ 15.00	\$ 15.00
Fowl or other small animal, per day	\$ 10.00	\$ 10.00
Reptile, per day	\$ 30.00	\$ 30.00
Livestock, per day	\$ 50.00	\$ 50.00
Zoological/Circus animal, per day	\$ 200.00	\$ 200.00
Surrender Fee: Charge per animal with proof of Schertz residency		
Fowl/Reptile/Small Animal	\$ 10.00	\$ 10.00
Dog/Cat neutered/spayed /current rabies cert./heartworm negative	\$ 35.00	\$ 35.00
Dog/Cat all other surrenders	\$ 65.00	\$ 65.00
Small Livestock	\$ 50.00	\$ 50.00
Large Livestock	\$ 100.00	\$ 100.00
Zoological or Circus	\$ 200.00	\$ 200.00
Litter Fee (3 or more animals under 2 months old)	\$ 75.00	\$ 75.00
Quarantine Fee:		
Dog/Cat	\$ 50.00	\$ 50.00
Plus Daily Charge per animal for boarding	\$ 15.00	\$ 15.00
Micro Chipping	\$ 15.00	\$ 15.00
Trap Rental Fee:		
Trap Deposit, refundable when trap is returned	\$ 75.00	\$ 75.00
Trap Rental Fee, per day	\$ 5.00	\$ 5.00

**City of Schertz
Schedule of Fees**

Neighborhood Service	2021-22	2022-23
Health and Sanitation Division		
Food Establishment Fees:		
Non-Profit Organizations (regardless of number of employees)	\$ 100.00	\$ 100.00
1-3 Employees	\$ 150.00	\$ 150.00
4-6 Employees	\$ 285.00	\$ 285.00
7-10 Employees	\$ 540.00	\$ 540.00
11-20 Employees	\$ 575.00	\$ 575.00
21+ Employees	\$ 725.00	\$ 725.00
Temporary Food and/or Beverage Establishment	\$ 50.00	\$ 50.00
Mobile Vendors	\$ 100.00	\$ 100.00
Mobile Vendors, registration (existing permit from another government agency)	\$ 25.00	\$ 25.00
Public and HOA Swimming Pool License	\$ 110.00	\$ 110.00
Foster Care	\$ 50.00	\$ 50.00
Re-inspection fees	\$ 75.00	\$ 75.00
* City Code Violation Court Fee	\$ 10.00	\$ 10.00
Nuisance Abatement Administrative Fee	\$ 100.00	
First abatement		\$100.00
Second abatement		\$200.00
Third and subsequent abatements		\$500.00
*Any citation issued by individuals defined in Section 22-40 (Authority to issue notice of violations), shall be able to collect a dismissal fee from an individual who abates such violation upon their court appearance. Judge Stephen Takas suggested that we charge a dismissal fee to remedy some of the expenses incurred from the issuance of such citation.		
Sanitation Inspection Fees - Outside of City		
Hourly Charge, one hour minimum	\$ 50.00	\$ 50.00
Mileage over 15 miles, per mile	\$ 5.00	\$ 5.00
Administrative Fee	15%	15%

**City of Schertz
Schedule of Fees**

Police Department	2021-22	2022-23
Alarm Permit Fees		
Residential - Annually	\$ 10.00	\$ 10.00
Tier 1 Commercial	\$ 25.00	\$ 25.00
Tier 2 Commercial site alarm system required under local, state or national code	\$ 50.00	\$ 50.00
Alarm Service Fees: Other than Burglar Alarms		
4TH False Alarm within 12 Mo. Period	\$ 100.00	\$ 100.00
5TH False Alarm within 12 Mo. Period	\$ 150.00	\$ 150.00
6TH False Alarm within 12 Mo. Period	\$ 200.00	\$ 200.00
7TH False Alarm within 12 Mo. Period	\$ 250.00	\$ 250.00
8TH False Alarm within 12 Mo. Period	\$ 500.00	\$ 500.00
Others After 8TH within 12 Mo. Period	\$ 500.00	\$ 500.00
Burglar Alarm Service Fees:		
4TH False Alarm within 12 Mo. Period	\$ 50.00	\$ 50.00
5TH False Alarm within 12 Mo. Period	\$ 50.00	\$ 50.00
6TH False Alarm within 12 Mo. Period	\$ 75.00	\$ 75.00
7TH False Alarm within 12 Mo. Period	\$ 75.00	\$ 75.00
8TH False Alarm within 12 Mo. Period	\$ 100.00	\$ 100.00
Others After 8TH within 12 Mo. Period	\$ 100.00	\$ 100.00
Miscellaneous Fees		
Accident Reports, each	\$ 6.00	\$ 6.00
Fingerprints, per set	\$ 10.00	\$ 10.00
Solicitor/Peddler Permit	\$ 50.00	\$ 50.00
Background Check Fee	\$ 10.00	\$ 10.00
BODY CAM VIDEO (\$1.00 per minute +\$10.00)	\$ 10.00	\$ 10.00

**City of Schertz
Schedule of Fees**

Fire Department and Haz-Mat Fees	2021-22	2022-23
Permit Fee Schedule		
Certificate of Occupancy - Inspections	\$ 50.00	\$ 50.00
License Inspections	\$ 50.00	\$ 50.00
Base Fire Suppression System Installation	\$ 100.00	\$ 100.00
Additional installation charge, per sprinkler head	\$ 1.00	\$ 1.00
Base Fire Alarms Installation	\$ 100.00	\$ 100.00
Additional installation charge, per initiating or notification device	\$ 1.00	\$ 1.00
Re-Inspection	\$ 45.00	\$ 45.00
Smoke Control System Plan (for each review)	\$ 75.00	\$ 75.00
Flammable or combustible liquid tanks, each review	\$ 25.00	\$ -
Flammable or combustible gas tanks, each review	\$ 150.00	\$ -
After hours fee, per hour per inspector (beyond the hours of 8:00 a.m. to 5:00 p.m.)	\$ 75.00	\$ 75.00
Plan Review Fees, construction per hour	\$ 75.00	\$ 75.00
Plan Review Rush, Outsource - Sent out by Fire Marshal	Cost	Cost
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	\$ 75.00	\$ 75.00
Fireworks display permit	\$ 250.00	\$ 250.00
Operational Permits		
Open or Control Burn - Commercial	\$ 150.00	\$ 150.00
Open or Control Burn - Non-commercial	\$ 25.00	\$ 25.00
Tents	\$ 50.00	\$ 50.00
Cutting and Welding	\$ 50.00	\$ 50.00
Explosives	\$ 50.00	\$ 50.00
Flammable Storage	\$ 50.00	\$ 50.00
Carnivals and Fairs	\$ 50.00	\$ 50.00
Food Booth (per booth, per event)	\$ 25.00	\$ 25.00
Mobile Food Establishments (annual)	\$ 25.00	\$ 25.00
Battery Systems	\$ 50.00	\$ 50.00
Combustible Dust Product Options	\$ 50.00	\$ 50.00
Cryogenic Fluids	\$ 50.00	\$ 50.00
Haz-mat	\$ 50.00	\$ 50.00
Lumberyards	\$ 50.00	\$ 50.00
Spraying and Dipping	\$ 50.00	\$ 50.00
Storage of Tires	\$ 50.00	\$ 50.00
Operation Charges		
<i>Hazardous materials operations service fees.</i>		
The current replacement cost shall be charged for the use of consumable haz-mat supplies and firefighting agents	ACTUAL	ACTUAL
If any protective equipment or firefighting equipment is damaged or contaminated, the current replacement cost shall be charged.	ACTUAL	ACTUAL
Personnel cost will be calculated at the rate for the responding crew members.	ACTUAL	ACTUAL
Fire Watch Fee, cost based on weighted salary of dispatched employee	ACTUAL	ACTUAL

**City of Schertz
Schedule of Fees**

EMS	2021-22	2022-23
Response Services		
Aid Call	\$ 200.00	\$ 200.00
Air Medical Assist Call	\$ 700.00	\$ 700.00
BLS Non- Emergency	\$1,090.00	\$ 1,090.00
BLS Emergency	\$1,210.00	\$ 1,210.00
ALS Non Emergency	\$1,230.00	\$ 1,230.00
ALS Emergency No Specialty Care	\$1,440.00	\$ 1,440.00
ALS Emergency W \ Specialty Care	\$1,600.00	\$ 1,600.00
Mileage, per mile	\$ 20.00	\$ 22.00
Other Services		
Ambulance Standby, per hour	\$ 125.00	\$ 125.00
Gator Standby, per hour	\$ 95.00	\$ 95.00
AED Supplies	Actual	Actual
CPR Class and Supplies	Actual	Actual
System Continuing Education	Actual	Actual
Vaccinations	Actual	Actual
EMT Class	\$1,100.00	\$ 1,100.00
Passport to Care - Single (insured)	\$ 50.00	\$ 50.00
Passport to Care - Family (insured)	\$ 60.00	\$ 60.00
Passport to Care - Single (Not insured)	\$ 65.00	\$ 65.00
Passport to Care - Family (Not insured)	\$ 75.00	\$ 75.00
Per Capita	\$ 15.79	\$ 16.10

**City of Schertz
Schedule of Fees**

Planning and Zoning	2021-22	2022-23
Plat recording service:		
Fees assessed are due prior to recording:		
Plat recording fee is equal to the fee charged by the County Clerks Office		
Annexation Petition by Property Owner - Plus all related fees	\$ 750.00	\$ 750.00
Zone Change		
Zone change for 0 to 2 acres	\$ 650.00	\$ 650.00
Zone change for 2+ to 5 acres	\$1,000.00	\$1,000.00
Zone change for 5+ to 20 acres	\$2,000.00	\$2,000.00
Zone change for 20+ to 50 acres	\$3,500.00	\$3,500.00
Zone change for 50+ to 100 acres	\$4,000.00	\$4,000.00
Zone change for 100+ acres	\$6,000.00	\$6,000.00
Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)		
Specific Use Permit (SUP) for 0 to 2 acres	\$ 650.00	\$ 650.00
Specific Use Permit (SUP) for 2+ to 5 acres	\$ 1,000.00	\$ 1,000.00
Specific Use Permit (SUP) for 5+ to 20 acres	\$ 2,000.00	\$ 2,000.00
Specific Use Permit (SUP) for 20+ to 50 acres	\$ 3,500.00	\$ 3,500.00
Specific Use Permit (SUP) for 50+ to 100 acres	\$ 4,000.00	\$ 4,000.00
Specific Use Permit (SUP) for 100+ acres	\$ 6,000.00	\$ 6,000.00
Building addition of a current/legal SUP	\$ 500.00	\$ 500.00
Master Development Plan		
All phased developments and PDD's	\$ 1,500.00	\$ 1,500.00
Master Development Plan Amendment (minor revision)	\$ 500.00	\$ 500.00
Preliminary Plat		
0 to 50 acres	\$ 2,000.00	\$ 2,000.00
greater than 50 acres	\$ 3,000.00	\$ 3,000.00
Final Record Plat or Re-plat		
0 to 50 acres	\$ 1,500.00	\$ 1,500.00
greater than 50 acres	\$ 2,000.00	\$ 2,000.00
Revised Final Plat (minor)	\$ 500.00	\$ 500.00
Amended Plat	\$ 1,500.00	\$ 1,500.00
Minor Plat	\$ 1,500.00	\$ 1,500.00
Vacate Plat	\$ 1,500.00	\$ 1,500.00
Plat Time Extension - plus all related fees	\$ 250.00	\$ 250.00
Street and Subdivision Name Changes	\$ 1,500.00	\$ 1,500.00

**City of Schertz
Schedule of Fees**

Planning and Zoning	2021-22	2022-23
Site Plan	\$ 1,500.00	\$ 1,500.00
Amended Site Plan (minor)	\$ 500.00	\$ 500.00
Park Fees - Residential		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication: per dwelling unit	\$ 350.00	\$ 350.00
Park Development Fee: Per Dwelling unit	\$ 650.00	\$ 650.00
Park Fees - Multi-Family		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication; per dwelling unit:	\$ 350.00	\$ 350.00
Park Development Fee: Per Dwelling unit	\$ 650.00	\$ 650.00
Miscellaneous		
Tree Mitigation, inch of DBH - Plus all related fees	\$ 100.00	\$ 100.00
Legal Review (i.e. Improvement Agreements)	Actual	Actual
Zoning Verification Letter - Single tract of land per Tract	\$ 150.00	\$ 150.00
Certificate of Determination - Single Tract of Land per Tract	\$ 150.00	\$ 150.00
Postponement of any Public Hearing by the Applicant	\$ 350.00	\$ 350.00
Appeals and requests for amendments Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code, to include requested amendments to the Comprehensive Land Use Plan	\$ 500.00	\$ 500.00
Variance and/or Waivers		
Unified Development Code, ea.	\$ 500.00	\$ 500.00
Building Code, ea.	\$ 500.00	\$ 500.00
Driveway width waiver requests will not be assessed with the waiver fee		
Copies, Plans, and Maps:		
Unified Development Code	\$ 50.00	\$ 50.00
Public Works Specification Manual	\$ 50.00	\$ 50.00
Staff Review - Application completeness review, internal SDR (staff) review & meeting with applicant to review application package. Fee included in all applications.		

**City of Schertz
Schedule of Fees**

Inspections		2021-22	2022-23
Residential Building Permit Fees			
Minimum permit fee		\$ 50.00	\$ 50.00
New Single Family Residential (one & two family dwellings)	per square foot	\$ 0.50	\$ 0.50
New Accessory structures	per square foot	\$ 0.50	\$ 0.50
Flatwork/Deck		\$ 100.00	\$ 100.00
Patio/Patio Cover		\$ 225.00	\$ 225.00
Roof Replacement		\$ 200.00	\$ 200.00
Window Replacement		\$ 150.00	\$ 150.00
Foundation Repair		\$ 225.00	\$ 225.00
No plan check fee applies to residential flatwork/deck permits			
A building permit is required for swimming pools greater than 24 inches (24") in depth.			
Swimming Pools - In ground		\$ 500.00	\$ 500.00
Swimming Pools - Above Ground (where a permit is required)		\$ 25.00	\$ 25.00
No permit required for prefabricated pools less than 24"			
A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit.			
		50%	50%
See trade permit fees associated with residential permits below.			
Commercial Building Permit Fees			
Building Permit Fees			
New Construction - Commercial (see Cost table below)		Cost	Cost
Plan review fees for projects with a cost of \$5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee			
		50%	50%
Permit Fees:			
Cost of Construction (Cost)			
\$0.00 to \$1,000.00		\$ 50.00	\$ 50.00
\$1,001.00 to \$15,000.00, for each additional \$1,000 and fraction thereof		\$ 8.00	\$ 8.00
\$15,001.00 to \$50,000.00, for each additional \$1,000 and fraction thereof		\$ 7.00	\$ 7.00
\$50,001 and up, for each additional \$1,000 and fraction thereof		\$ 6.00	\$ 6.00
Following Use The Cost of Construction (Cost) Table above:			
Non - residential Flatwork/Deck		Cost	Cost
Non - residential Accessory Buildings		Cost	Cost
Non - residential Patio/Patio Cover		Cost	Cost
Non - residential Roof Replacement		Cost	Cost
Non - residential Window Replacement		Cost	Cost
Non - residential Swimming Pools in Ground		Cost	Cost
Non - residential Foundation Repair		Cost	Cost
Sign		Cost	Cost

**City of Schertz
Schedule of Fees**

Inspections	2021-22	2022-23
All other permit fees (Residential & Commercial):		
Fence (New and Replacement)	\$ 50.00	\$ 50.00
Siding/Fascia	\$ 75.00	\$ 75.00
Temporary Building or Structure	\$ 50.00	\$ 50.00
Moving Permit Fee	\$ 100.00	\$ 100.00
Demolition Permit Fee	\$ 60.00	\$ 60.00
Mobile Home Permit Fee (plus sub-trades as necessary)	\$ 25.00	\$ 25.00
Certificate of Occupancy	\$ 50.00	\$ 50.00
Pre Certificate of Occupancy Inspection	\$ 200.00	\$ 200.00
Failure to Obtain Certificate of Occupancy	\$ 200.00	\$ 200.00
Compliance Inspection, each trade	\$ 50.00	\$ 50.00
Temporary Sign	\$ 30.00	\$ 30.00
Development Sign	\$ 100.00	\$ 100.00
Banner	\$ 25.00	\$ 25.00
Street Span Banner	\$ 25.00	\$ 25.00
Home Occupation Permit (annually)	\$ 35.00	\$ 35.00
Construction beginning without permit, pay additional:	\$ 200.00	\$ 200.00
Failure to Request Inspection, per trade	\$ 100.00	\$ 100.00
Failure to Obtain Contractors License/Provide Insurance	\$ 100.00	\$ 100.00
Electrical Permit Fees		
Electrical Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Solar	\$100.00	\$100.00
Mechanical Permit Fees		
Mechanical Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Plumbing Permit Fees		
Plumbing Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Irrigation Permit Fees		
Permit Fee	\$ 60.00	\$ 60.00
plus per sprinkler head	\$ 1.00	\$ 1.00
plus per backflow or RPZ	\$ 3.00	\$ 3.00
subsequent to the installation of the piping or equipment served, each		

**City of Schertz
Schedule of Fees**

Inspections	2021-22	2022-23
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Re-Inspection Fees

Each re-inspection, per trade	\$ 75.00	\$ 75.00
Re-inspections after first, per trade	\$ 100.00	\$150.00
Re-inspections after second and all subsequent, per trade		\$500.00

No permit fees will be charged for sites located on Main St. (All departments)

No permit fees will be charged to the Schertz Housing Authority (All departments)

Licenses/Registrations:

~~General Contractor (Initial)~~

General Contractor (Initial and Renewal)	\$ 100.00	\$ 100.00
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Master Electrician (Initial) State of Texas Issued	N/C	N/C
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~~Journeyman Electrician (Annually) State of Texas Issued~~

Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
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Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
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Electrical Contractor (Annually) State of Texas Issued	N/C	N/C
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Mechanical Contractor (Annually) State of Texas Issued	N/C	N/C
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Plumbing Contractor (Annually)* State of Texas Issued	N/C	N/C
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Irrigation (Annually) State of Texas Issued	N/C	N/C
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Backflow Tester - State of Texas Issued	N/C	N/C
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Sign Contractor (Initial)	N/C	N/C
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Sign Contractor (Renewal)	\$ 50.00	\$ 50.00
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Electrical Sign Contractor (Initial) State of Texas Issued	\$ 40.00	\$ 40.00
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Electric Sign Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
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Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
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Utility Contractor (Annually)	N/C	N/C
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Mobile Home Park (Annually)	\$ 50.00	\$ 50.00
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	\$ 40.00	\$ 40.00
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*N/C - No Charge for license per state law

Miscellaneous Fees

~~Inspections Division shall establish a fee consistent with the level of work and necessary inspections established by the schedule and the applicant shall be advised accordingly.~~

**City of Schertz
Schedule of Fees**

Engineering	2021-22	2022-23
Grading and Clearing Permit - Acreage		
For non-agricultural purposes		
Below 5 acres	\$ 100.00	\$ 100.00
5 to 20 acres	\$ 250.00	\$ 250.00
Per acre over 20, plus base charge for 20 acres	\$ 3.00	\$ 3.00
Over 100 acres	\$ 490.00	\$ 490.00
Development Permit		
% of total valuation of public infrastructure improvements	1%	1%
Reinspection Fee	\$ 50.00	\$ 50.00

Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.

**City of Schertz
Schedule of Fees**

Drainage Fees	2021-22	2022-23
Charge Per Residence	\$ 5.20	\$ 5.20
Commercial, per LUE	\$ 5.20	\$ 5.20
Floodplain Permit, Residential	\$ 50.00	\$ 50.00
Floodplain Permit, Commercial	\$ 150.00	\$ 150.00

**City of Schertz
Schedule of Fees**

Public Works - Streets	2021-22	2022-23
Chipping charges, per half hour	\$ 40.00	\$ 40.00
Garbage Collection Fees	2021-22	2022-23
Residential:		
Zone I: Once a week pick up		
One 96 gallon cart provided by franchisee, per month	\$ 12.41	\$ 12.41
Residents request 2 carts total:	\$ 18.59	\$ 18.59
Resident requests 3 carts total:	\$ 24.80	\$ 24.80
Resident requests 4 carts total:	\$ 30.99	\$ 30.99
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
 Zone 2: Single Family, twice per week pick up, per month, no cart provided	\$ 12.41	\$ 12.41
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
 Front Porch Pick Up	\$ 18.11	\$ 18.11
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
Special Pickup:		
Move Ins, Special Tree Trimmings, oversize materials, & similar circumstances; minimum	\$ 17.29	\$ 17.29
 Class II: Mobile Home Parks	\$ 9.90	\$ 9.90
Mobile Home Parks (2 or more mobile homes) (based on number in park on the 15th day of the month), per unit/monthly		
 Class III: Apartments	\$ 9.90	\$ 9.90
per unit/monthly		
 Class IV: Motels	\$ 4.37	\$ 4.37
per unit/monthly		
 2. Commercial		
 Class V:	\$ 15.70	\$ 15.70
Offices, barber shops and Professional services, per month		
 Class VI:	\$ 27.08	\$ 27.08
Light retail, wholesale, commercial or industrial, 2000 to 4000 square feet and excluding large grocery stores, etc., per month		
 Class VII:	\$ 39.34	\$ 39.34
Medium retail, wholesale commercial or industrial (2000 to 4000 square feet and exclude large grocery store, etc.), per month		
2 Cart, 1 pickup per week	\$ 40.61	\$ 40.61

**City of Schertz
Schedule of Fees**

Garbage Collection Fees	2021-22	2022-23
Class VIII:		
Heavy Volume retail wholesale, commercial, or industrial (placement determined by a time and cost study of refuse generation and collection. The categories in this class usually require hand loading from rooms or pens and would not apply when commercial containers are used.)		
A. Two weekly pickups of 1.5 cubic yard containers, excluding large grocery, furniture or department stores, per month	\$ 69.89	\$ 69.89
B. Two weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	\$ 139.77	\$ 139.77
C. Three weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	\$ 218.41	\$ 218.41
D. Four weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 262.05	\$ 262.05
E. Five weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 349.42	\$ 349.42
F. Six weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 436.84	\$ 436.84
G. Customer requiring more than four (4) cu. Yds each pickup would be charged per cu. Yds. Collected., per yard	\$ 4.84	\$ 4.84

**City of Schertz
Schedule of Fees**

Garbage Collection Fees				2021-22	2022-23	
3. Commercial Containers.						
CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:						
Container Size:	Frequency of Pickup					
<u>2017-18 through 2021-22</u>	1	2	3	4	5	6
2 cu. Yard	\$ 59.45	\$ 101.23	\$ 122.28	\$ 139.79	\$ 157.26	\$ 174.72
3 cu. Yard	\$ 71.65	\$ 129.26	\$ 178.23	\$ 204.38	\$ 230.63	\$ 256.82
4 cu. Yard	\$ 89.06	\$ 153.79	\$ 209.65	\$ 253.32	\$ 297.04	\$ 340.71
6 cu. Yard	\$ 125.84	\$ 209.65	\$ 288.30	\$ 366.95	\$ 445.49	\$ 524.14
8 cu. Yard	\$ 148.53	\$ 270.81	\$ 375.60	\$ 480.46	\$ 586.04	\$ 690.14
10 cu. Yard	\$ 171.19	\$ 314.45	\$ 445.49	\$ 559.12	\$ 672.64	\$ 786.19
Commercial Recycle Hauling Permit					\$2,500.00	\$2,500.00

**City of Schertz
Schedule of Fees**

Garbage Collection Fees	2021-22	2022-23
4. Roll-Off Rates Per Pull Open Top Containers - Dry Material		
20 cu. Yard	\$ 323.20	\$ 323.20
30 cu. Yard	\$ 384.34	\$ 384.34
40 cu. Yard	\$ 445.49	\$ 445.49
Roll-off Rental (no pulls within billing cycle) per container per month	\$ 133.65	\$ 133.65
 Collection and Disposal of Municipal Wastes		
5. Wet Material Rates on Compactor containers or open top containers with wet material must be negotiated with customers at the time they are needed. This type of waste must be hauled to a Type I landfill which generally has a higher disposal rate attached to it.		
Roll-off Container Delivery Charge per container	\$ 38.95	\$ 38.95
Roll-off Relocation or Trip Charge per container	\$ 38.95	\$ 38.95
2 cu. Yard compactor, per month (2 services per week)	\$ 230.27	\$ 230.27
Extra pick ups (2 yard compactor), each	\$ 87.31	\$ 87.31
4 cu. Yard compactor, per month (2 services per week)	\$ 474.39	\$ 474.39
30 cu yard Compactor, per pull	\$ 585.30	\$ 585.30
40 cu yard Compactor, per pull	\$ 695.37	\$ 695.37
30 cu yard Open-top (Recycle), per pull	\$ 218.27	\$ 218.27
 Front-Load container extra pick-up charges		
2 cu yard	\$ 29.70	\$ 29.70
3 cu yard	\$ 37.12	\$ 37.12
4 cu yard	\$ 44.56	\$ 44.56
6 cu yard	\$ 51.98	\$ 51.98
8 cu yard	\$ 59.41	\$ 59.41
10 cu yard	\$ 66.82	\$ 66.82
 OVER WEIGHT CHARGE	 \$ 29.79	 \$ 29.79

To address non standard requests, the solid waste contractor can negotiate a fee with the customer requesting the service. The City will collect 15% of the negotiated fee per the franchise agreement.

**City of Schertz
Schedule of Fees**

Business Office	2021-22	2022-23
Water Deposit		
In City	\$ 125.00	\$ 125.00
Out of City	\$ 150.00	\$ 150.00
Commercial	\$ 100.00	\$ 100.00
or 2.5 times estimated monthly billing	2.5x	2.5x
Disconnect Fee	\$ 20.00	\$ 20.00
Extension Fee	\$ 5.00	\$ 5.00
2 free extensions		
Transfer Fee	\$ 10.00	\$ 10.00
Garbage Deposit		
Residential	\$ 25.00	\$ 25.00
Commercial	\$ 100.00	\$ 100.00
or 2 1/2 times estimated monthly billing	2.5x	2.5x
Meter Flow Test		
After Hours Disconnect/Reconnect	\$ 50.00	\$ 50.00
City Field Test	\$ 10.00	\$ 10.00
City Meter Bench Flow Test	\$ 25.00	\$ 25.00
Schertz Seguin Water Customers	\$ 4.00	\$ 4.00
Non-Schertz Seguin Customer	\$ 15.00	\$ 15.00
Extended Absence Charge	\$ 10.00	\$ 10.00
Re-Installation Fee, per hour	\$ 50.00	\$ 50.00
Fire Hydrant Fee		
Deposit	\$ 200.00	\$ 200.00
Service Fee	\$ 50.00	\$ 50.00

**City of Schertz
Schedule of Fees**

Public Works	2021-22	2022-23
Permit Fees - If tie into manhole or street cut	\$ 25.00	\$ 25.00
Fire Line Type Nos. 1 and 2 - (non-metered), in City		
4-inch service line connection or smaller	\$ 175.00	\$ 175.00
6 inch	\$ 235.00	\$ 235.00
8 inch	\$ 290.00	\$ 290.00
10 inch	\$ 340.00	\$ 340.00
12 inch	\$ 405.00	\$ 405.00
Fire Line - Outside City		
4-inch service line connection or smaller	\$ 225.00	\$ 225.00
6 inch	\$ 305.00	\$ 305.00
8 inch	\$ 375.00	\$ 375.00
10 inch	\$ 440.00	\$ 440.00
12 inch	\$ 525.00	\$ 525.00
Meter Installation Fees - Inside the City		
Meter Size		
5/8" X 3/4"	\$ 330.00	\$ 330.00
3/4" X 3/4"	\$ 345.00	\$ 345.00
1" X 1"	\$ 450.00	\$ 450.00
2" X 2"	\$ 1,940.00	\$ 1,940.00
*2" turbine	Cost + Labor	Cost + Labor
*3" Comp	Cost + Labor	Cost + Labor
*3" turbine	Cost + Labor	Cost + Labor
*4" Comp	Cost + Labor	Cost + Labor
*4" turbine	Cost + Labor	Cost + Labor

**City of Schertz
Schedule of Fees**

Public Works	2021-22	2022-23
Meter Installation Fees - Outside the City		
Meter Size		
5/8" X 3/4"	\$ 340.00	\$ 340.00
3/4" X 3/4"	\$ 355.00	\$ 355.00
1" X 1"	\$ 460.00	\$ 460.00
2" X 2"	\$ 1,950.00	\$ 1,950.00
*2" turbine	Cost + Labor	Cost + Labor
*3" Comp	Cost + Labor	Cost + Labor
*3" turbine	Cost + Labor	Cost + Labor
*4" Comp	Cost + Labor	Cost + Labor
*4" turbine	Cost + Labor	Cost + Labor
Fire Hydrant Meter for Construction		
Deposit (refundable)	\$ 200.00	\$ 200.00
Service Charge	\$ 50.00	\$ 50.00
Wholesale Water Distribution Rate		
Base Rate, per month		
3 Inch Compound Meter	\$ 315.28	\$ 315.28
3 Inch Turbine Meter	\$ 472.92	\$ 472.92
4 Inch Compound Meter	\$ 492.63	\$ 492.63
4 Inch Turbine Meter	\$ 827.62	\$ 827.62
6 Inch Compound Meter	\$ 985.26	\$ 985.26
6 Inch Turbine Meter	\$ 1,812.88	\$ 1,812.88
8 Inch Compound Meter	\$ 1,576.80	\$ 1,576.80
8 Inch Turbine Meter	\$ 3,153.60	\$ 3,153.60
10 Inch Compound Meter	\$ 2,266.65	\$ 2,266.65
10 Inch Turbine Meter	\$ 4,927.50	\$ 4,927.50
12 Inch Turbine Meter	\$ 6,504.30	\$ 6,504.30
Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.		
Network Nodes		
Application	\$ 500.00	\$ 500.00
Additional for each node over 5 on the application (up to 30)	\$ 100.00	\$ 100.00
Annual Public Right of Way	\$ 250.00	\$ 250.00
Node Support Pole Application Fee	\$ 1,000.00	\$ 1,000.00
Collaction Fee for Network Nodes on City Service Poles, per pole, per month	\$ 20.00	\$ 20.00
Transport Facilities		
Application	\$ 500.00	\$ 500.00
Additional for each node over 5 on the application (up to 30)	\$ 100.00	\$ 100.00
Rental Fee for Transport Facilities, per device per month	\$ 28.00	\$ 28.00
Annual Public Right of Way Fee	\$ 250.00	\$ 250.00
Permit Fees will be due at the time of the permit submission.		
Permit will not be accepted if the permit fee is not attached.		
Other fees will be assessed at the time of permit approval		

**City of Schertz
Schedule of Fees**

Capital Recovery Impact Fees			2021-22	2022-23
Meter Size	Meter Type	LUEs Water		
5/8"	SIMPLE	1.0	\$ 2,934	\$ 2,934
3/4"	SIMPLE	1.5	\$ 4,401	\$ 4,401
1"	SIMPLE	2.5	\$ 7,335	\$ 7,335
1.5"	SIMPLE	5.0	\$ 14,670	\$ 14,670
2"	SIMPLE	8.0	\$ 23,472	\$ 23,472
2"	COMPOUND	8.0	\$ 23,472	\$ 23,472
2"	TURBINE	10.0	\$ 29,340	\$ 29,340
3"	COMPOUND	16.0	\$ 46,944	\$ 46,944
3"	TURBINE	24.0	\$ 70,416	\$ 70,416
4"	COMPOUND	25.0	\$ 73,350	\$ 73,350
4"	TURBINE	42.0	\$ 123,228	\$ 123,228
6"	COMPOUND	50.0	\$ 146,700	\$ 146,700
6"	TURBINE	92.0	\$ 269,928	\$ 269,928
8"	COMPOUND	80.0	\$ 234,720	\$ 234,720
9"	TURBINE	160.0	\$ 469,440	\$ 469,440
10"	COMPOUND	115.0	\$ 337,410	\$ 337,410
10"	TURBINE	250.0	\$ 733,500	\$ 733,500
12"	TURBINE	330.0	\$ 968,220	\$ 968,220

SEWER COLLECTION IMPACT FEE

*Collection Impact Fee Per Living Unit Equivalent (LUE) \$ 1,668 \$ 1,668

*Sewer based on LUE: LUE = 245 gallons per day
These are only City of Schertz impact fees.

Other Utility Impact Fees

Treatment Impact Fee Per LUE: \$ 1,800.00 \$ 1,800.00

Schertz Seguin Local Government Corporation (SSLGC)

Meter Size	Meter Type			
5/8"	SIMPLE	1.0	\$ 1,607.24	\$ 1,607.24
3/4"	SIMPLE	1.5	\$ 2,410.86	\$ 2,410.86
1"	SIMPLE	2.5	\$ 4,018.10	\$ 4,018.10
1.5"	SIMPLE	5.0	\$ 8,036.20	\$ 8,036.20
2"	SIMPLE	8.0	\$ 12,857.92	\$ 12,857.92
2"	COMPOUND	8.0	\$ 12,857.92	\$ 12,857.92
2"	TURBINE	10.0	\$ 16,072.40	\$ 16,072.40
3"	COMPOUND	16.0	\$ 25,715.84	\$ 25,715.84
3"	TURBINE	24.0	\$ 38,573.76	\$ 38,573.76
4"	COMPOUND	25.0	\$ 40,181.00	\$ 40,181.00
4"	TURBINE	42.0	\$ 67,504.08	\$ 67,504.08
6"	COMPOUND	50.0	\$ 80,362.00	\$ 80,362.00
6"	TURBINE	92.0	\$147,866.08	\$147,866.08
8"	COMPOUND	80.0	\$128,579.20	\$128,579.20
9"	TURBINE	160.0	\$257,158.40	\$257,158.40
10"	COMPOUND	115.0	\$184,832.60	\$184,832.60
10"	TURBINE	250.0	\$401,810.00	\$401,810.00
12"	TURBINE	330.0	\$530,389.20	\$530,389.20

ROADWAY IMPACT FEE

Residential Home through 3/26/2021 \$ 2,696.00 \$ 2,696.00

Residential Home between 3/27/2021 and 3/26/2022 \$ 3,033.00 \$ 3,033.00

Residential Home after 3/26/2022 \$ 3,370.00 \$ 3,370.00

Nonresidential through 3/26/2021, per service unit* \$ 100.00 \$ 100.00

Nonresidential after 3/26/2021, per service unit* \$ 175.00 \$ 175.00

*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

**City of Schertz
Schedule of Fees**

Sewer Rates	2021-22	2022-23
<u>Residential Rates (Single Family)</u>		
Base Rate-per month	\$ 14.43	15.01
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.75	4.94
greater than 12,000 gallons	\$ 10.79	11.33
<u>Business and Multi-family Dwelling Units:</u>		
Base Rate per month	\$ 18.15	18.88
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.		
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.87	5.06
greater than 12,000 gallons	\$ 10.89	11.33
<u>YMCA</u>		
Per 1,000 gal Charge, Per Month	\$ 3.20	3.33

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 25.84	\$ 3.04	\$ 3.19
	6,000	\$ 42.85	\$ 44.98	\$ 3.40	\$ 3.57
	12,000	\$ 63.25	\$ 66.40	\$ 3.98	\$ 4.18
	18,000	\$ 87.13	\$ 91.48	\$ 4.86	\$ 5.10
	30,000	\$ 145.45	\$ 152.68	\$ 6.17	\$ 6.48
3/4 IN CODE 2	0	\$ 36.89	\$ 38.73	\$ 3.04	\$ 3.19
	6,000	\$ 55.13	\$ 57.87	\$ 3.40	\$ 3.57
	12,000	\$ 75.53	\$ 79.29	\$ 3.98	\$ 4.18
	18,000	\$ 99.41	\$ 104.37	\$ 4.86	\$ 5.10
	30,000	\$ 157.73	\$ 165.57	\$ 6.17	\$ 6.48
1.0 IN CODE 3	0	\$ 61.49	\$ 64.56	\$ 3.04	\$ 3.19
	6,000	\$ 79.73	\$ 83.70	\$ 3.40	\$ 3.57
	12,000	\$ 100.13	\$ 105.12	\$ 3.98	\$ 4.18
	18,000	\$ 124.01	\$ 130.20	\$ 4.86	\$ 5.10
	30,000	\$ 182.33	\$ 191.40	\$ 6.17	\$ 6.48
1 1/2 IN CODE 4	0	\$ 122.99	\$ 129.14	\$ 3.04	\$ 3.19
	6,000	\$ 141.23	\$ 148.28	\$ 3.40	\$ 3.57
	12,000	\$ 161.63	\$ 169.70	\$ 3.98	\$ 4.18
	18,000	\$ 185.51	\$ 194.78	\$ 4.86	\$ 5.10
	30,000	\$ 243.83	\$ 255.98	\$ 6.17	\$ 6.48
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 206.62	\$ 3.04	\$ 3.19
	6,000	\$ 215.02	\$ 225.76	\$ 3.40	\$ 3.57
	12,000	\$ 235.42	\$ 247.18	\$ 3.98	\$ 4.18
	18,000	\$ 259.30	\$ 272.26	\$ 4.86	\$ 5.10
	30,000	\$ 317.62	\$ 333.46	\$ 6.17	\$ 6.48
2IN TURBINE CODE 6	0	\$ 245.96	\$ 258.26	\$ 3.04	\$ 3.19
	6,000	\$ 264.20	\$ 277.40	\$ 3.40	\$ 3.57
	12,000	\$ 284.60	\$ 298.82	\$ 3.98	\$ 4.18
	18,000	\$ 308.48	\$ 323.90	\$ 4.86	\$ 5.10
	30,000	\$ 366.80	\$ 385.10	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 413.23	\$ 3.04	\$ 3.19
	6,000	\$ 411.79	\$ 432.37	\$ 3.40	\$ 3.57
	12,000	\$ 432.19	\$ 453.79	\$ 3.98	\$ 4.18
	18,000	\$ 456.07	\$ 478.87	\$ 4.86	\$ 5.10
	30,000	\$ 514.39	\$ 540.07	\$ 6.17	\$ 6.48
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 619.85	\$ 3.04	\$ 3.19
	6,000	\$ 608.57	\$ 638.99	\$ 3.40	\$ 3.57
	12,000	\$ 628.97	\$ 660.41	\$ 3.98	\$ 4.18
	18,000	\$ 652.85	\$ 685.49	\$ 4.86	\$ 5.10
	30,000	\$ 711.17	\$ 746.69	\$ 6.17	\$ 6.48
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 645.68	\$ 3.04	\$ 3.19
	6,000	\$ 633.17	\$ 664.82	\$ 3.40	\$ 3.57
	12,000	\$ 653.57	\$ 686.24	\$ 3.98	\$ 4.18
	18,000	\$ 677.45	\$ 711.32	\$ 4.86	\$ 5.10
	30,000	\$ 735.77	\$ 772.52	\$ 6.17	\$ 6.48
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 1,084.73	\$ 3.04	\$ 3.19
	6,000	\$ 1,051.32	\$ 1,103.87	\$ 3.40	\$ 3.57
	12,000	\$ 1,071.72	\$ 1,125.29	\$ 3.98	\$ 4.18
	18,000	\$ 1,095.60	\$ 1,150.37	\$ 4.86	\$ 5.10
	30,000	\$ 1,153.92	\$ 1,211.57	\$ 6.17	\$ 6.48
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 1,291.35	\$ 3.04	\$ 3.19
	6,000	\$ 1,248.10	\$ 1,310.49	\$ 3.40	\$ 3.57
	12,000	\$ 1,268.50	\$ 1,331.91	\$ 3.98	\$ 4.18
	18,000	\$ 1,292.38	\$ 1,356.99	\$ 4.86	\$ 5.10
	30,000	\$ 1,350.70	\$ 1,418.19	\$ 6.17	\$ 6.48
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 2,376.08	\$ 3.04	\$ 3.19
	6,000	\$ 2,281.17	\$ 2,395.22	\$ 3.40	\$ 3.57
	12,000	\$ 2,301.57	\$ 2,416.64	\$ 3.98	\$ 4.18
	18,000	\$ 2,325.45	\$ 2,441.72	\$ 4.86	\$ 5.10
	30,000	\$ 2,383.77	\$ 2,502.92	\$ 6.17	\$ 6.48
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 2,087.13	\$ 3.04	\$ 3.19
	6,000	\$ 2,005.98	\$ 2,106.27	\$ 3.40	\$ 3.57
	12,000	\$ 2,026.38	\$ 2,127.69	\$ 3.98	\$ 4.18
	18,000	\$ 2,050.26	\$ 2,152.77	\$ 4.86	\$ 5.10
	30,000	\$ 2,108.58	\$ 2,213.97	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2022-23
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 4,174.25	\$ 3.04	\$ 3.19
	6,000	\$ 3,993.72	\$ 4,193.39	\$ 3.40	\$ 3.57
	12,000	\$ 4,014.12	\$ 4,214.81	\$ 3.98	\$ 4.18
	18,000	\$ 4,038.00	\$ 4,239.89	\$ 4.86	\$ 5.10
	30,000	\$ 4,096.32	\$ 4,301.09	\$ 6.17	\$ 6.48
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3,000.24	\$ 3.04	\$ 3.19
	6,000	\$ 2,875.61	\$ 3,019.38	\$ 3.40	\$ 3.57
	12,000	\$ 2,896.01	\$ 3,040.80	\$ 3.98	\$ 4.18
	18,000	\$ 2,919.89	\$ 3,065.88	\$ 4.86	\$ 5.10
	30,000	\$ 2,978.21	\$ 3,127.08	\$ 6.17	\$ 6.48
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 6,522.25	\$ 3.04	\$ 3.19
	6,000	\$ 6,229.91	\$ 6,541.39	\$ 3.40	\$ 3.57
	12,000	\$ 6,250.31	\$ 6,562.81	\$ 3.98	\$ 4.18
	18,000	\$ 6,274.19	\$ 6,587.89	\$ 4.86	\$ 5.10
	30,000	\$ 6,332.51	\$ 6,649.09	\$ 6.17	\$ 6.48
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 8,609.39	\$ 3.04	\$ 3.19
	6,000	\$ 8,217.66	\$ 8,628.53	\$ 3.40	\$ 3.57
	12,000	\$ 8,238.06	\$ 8,649.95	\$ 3.98	\$ 4.18
	18,000	\$ 8,261.94	\$ 8,675.03	\$ 4.86	\$ 5.10
	30,000	\$ 8,320.26	\$ 8,736.23	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 25.84	\$ 3.04	\$ 3.19
	6,000	\$ 42.85	\$ 44.98	\$ 3.40	\$ 3.57
	12,000	\$ 63.25	\$ 66.40	\$ 3.98	\$ 4.18
	18,000	\$ 87.13	\$ 91.48	\$ 4.86	\$ 5.10
	30,000	\$ 145.45	\$ 152.68	\$ 6.17	\$ 6.48
3/4 IN CODE 2	0	\$ 36.89	\$ 38.73	\$ 3.04	\$ 3.19
	6,000	\$ 55.13	\$ 57.87	\$ 3.40	\$ 3.57
	12,000	\$ 75.53	\$ 79.29	\$ 3.98	\$ 4.18
	18,000	\$ 99.41	\$ 104.37	\$ 4.86	\$ 5.10
	30,000	\$ 157.73	\$ 165.57	\$ 6.17	\$ 6.48
1.0 IN CODE 3	0	\$ 61.49	\$ 64.56	\$ 3.04	\$ 3.19
	6,000	\$ 79.73	\$ 83.70	\$ 3.40	\$ 3.57
	12,000	\$ 100.13	\$ 105.12	\$ 3.98	\$ 4.18
	18,000	\$ 124.01	\$ 130.20	\$ 4.86	\$ 5.10
	30,000	\$ 182.33	\$ 191.40	\$ 6.17	\$ 6.48
1 1/2 IN CODE 4	0	\$ 122.99	\$ 129.14	\$ 3.04	\$ 3.19
	6,000	\$ 141.23	\$ 148.28	\$ 3.40	\$ 3.57
	12,000	\$ 161.63	\$ 169.70	\$ 3.98	\$ 4.18
	18,000	\$ 185.51	\$ 194.78	\$ 4.86	\$ 5.10
	30,000	\$ 243.83	\$ 255.98	\$ 6.17	\$ 6.48
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 206.62	\$ 3.04	\$ 3.19
	18,000	\$ 251.50	\$ 264.04	\$ 3.40	\$ 3.57
	36,000	\$ 312.70	\$ 328.30	\$ 3.98	\$ 4.18
	54,000	\$ 384.34	\$ 403.54	\$ 4.86	\$ 5.10
	90,000	\$ 559.30	\$ 587.14	\$ 6.17	\$ 6.48
2IN TURBINE CODE 6	0	\$ 245.96	\$ 258.26	\$ 3.04	\$ 3.19
	18,000	\$ 300.68	\$ 315.68	\$ 3.40	\$ 3.57
	36,000	\$ 361.88	\$ 379.94	\$ 3.98	\$ 4.18
	54,000	\$ 433.52	\$ 455.18	\$ 4.86	\$ 5.10
	90,000	\$ 608.48	\$ 638.78	\$ 6.17	\$ 6.48
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 413.23	\$ 3.04	\$ 3.19
	18,000	\$ 448.27	\$ 470.65	\$ 3.40	\$ 3.57
	36,000	\$ 509.47	\$ 534.91	\$ 3.98	\$ 4.18
	54,000	\$ 581.11	\$ 610.15	\$ 4.86	\$ 5.10
	90,000	\$ 756.07	\$ 793.75	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
3 IN	0	\$ 590.33	\$ 619.85	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 645.05	\$ 677.27	\$ 3.40	\$ 3.57
CODE 8	36,000	\$ 706.25	\$ 741.53	\$ 3.98	\$ 4.18
	54,000	\$ 777.89	\$ 816.77	\$ 4.86	\$ 5.10
	90,000	\$ 952.85	\$ 1,000.37	\$ 6.17	\$ 6.48
4 IN	0	\$ 614.93	\$ 645.68	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 669.65	\$ 703.10	\$ 3.40	\$ 3.57
CODE 9	36,000	\$ 730.85	\$ 767.36	\$ 3.98	\$ 4.18
	54,000	\$ 802.49	\$ 842.60	\$ 4.86	\$ 5.10
	90,000	\$ 977.45	\$ 1,026.20	\$ 6.17	\$ 6.48
4 IN	0	\$ 1,033.08	\$ 1,084.73	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 1,087.80	\$ 1,142.15	\$ 3.40	\$ 3.57
CODE 10	36,000	\$ 1,149.00	\$ 1,206.41	\$ 3.98	\$ 4.18
	54,000	\$ 1,220.64	\$ 1,281.65	\$ 4.86	\$ 5.10
	90,000	\$ 1,395.60	\$ 1,465.25	\$ 6.17	\$ 6.48
6 IN	0	\$ 1,229.86	\$ 1,291.35	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 1,284.58	\$ 1,348.77	\$ 3.40	\$ 3.57
CODE 11	36,000	\$ 1,345.78	\$ 1,413.03	\$ 3.98	\$ 4.18
	54,000	\$ 1,417.42	\$ 1,488.27	\$ 4.86	\$ 5.10
	90,000	\$ 1,592.38	\$ 1,671.87	\$ 6.17	\$ 6.48
6 IN	0	\$ 2,262.93	\$ 2,376.08	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 2,317.65	\$ 2,433.50	\$ 3.40	\$ 3.57
CODE 12	36,000	\$ 2,378.85	\$ 2,497.76	\$ 3.98	\$ 4.18
	54,000	\$ 2,450.49	\$ 2,573.00	\$ 4.86	\$ 5.10
	90,000	\$ 2,625.45	\$ 2,756.60	\$ 6.17	\$ 6.48
8 IN	0	\$ 1,987.74	\$ 2,087.13	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 2,042.46	\$ 2,144.55	\$ 3.40	\$ 3.57
CODE 13	36,000	\$ 2,103.66	\$ 2,208.81	\$ 3.98	\$ 4.18
	54,000	\$ 2,175.30	\$ 2,284.05	\$ 4.86	\$ 5.10
	90,000	\$ 2,350.26	\$ 2,467.65	\$ 6.17	\$ 6.48

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2022-23
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	CURRENT BLOCK RATE	PROPOSED BLOCK RATE	CURRENT RATE 1000	PROPOSED RATE 1000
8 IN	0	\$ 3,975.48	\$ 4,174.25	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 4,030.20	\$ 4,231.67	\$ 3.40	\$ 3.57
CODE 14	36,000	\$ 4,091.40	\$ 4,295.93	\$ 3.98	\$ 4.18
	54,000	\$ 4,163.04	\$ 4,371.17	\$ 4.86	\$ 5.10
	90,000	\$ 4,338.00	\$ 4,554.77	\$ 6.17	\$ 6.48
10 IN	0	\$ 2,857.37	\$ 3,000.24	\$ 3.04	\$ 3.19
COMPOUND	18,000	\$ 2,912.09	\$ 3,057.66	\$ 3.40	\$ 3.57
CODE 15	36,000	\$ 2,973.29	\$ 3,121.92	\$ 3.98	\$ 4.18
	54,000	\$ 3,044.93	\$ 3,197.16	\$ 4.86	\$ 5.10
	90,000	\$ 3,219.89	\$ 3,380.76	\$ 6.17	\$ 6.48
10 IN	0	\$ 6,211.67	\$ 6,522.25	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 6,266.39	\$ 6,579.67	\$ 3.40	\$ 3.57
CODE 16	36,000	\$ 6,327.59	\$ 6,643.93	\$ 3.98	\$ 4.18
	54,000	\$ 6,399.23	\$ 6,719.17	\$ 4.86	\$ 5.10
	90,000	\$ 6,574.19	\$ 6,902.77	\$ 6.17	\$ 6.48
12 IN	0	\$ 8,199.42	\$ 8,609.39	\$ 3.04	\$ 3.19
TURBINE	18,000	\$ 8,254.14	\$ 8,666.81	\$ 3.40	\$ 3.57
CODE 17	36,000	\$ 8,315.34	\$ 8,731.07	\$ 3.98	\$ 4.18
	54,000	\$ 8,386.98	\$ 8,806.31	\$ 4.86	\$ 5.10
	90,000	\$ 8,561.94	\$ 8,989.91	\$ 6.17	\$ 6.48
FH METER		\$ 116.88	\$ 122.72	\$ 8.98	\$ 9.43
Cibola Wholesale Water Rate				\$ 3.27	\$ 3.27

**City of Schertz
Schedule of Fees**

Drought Contingency Surcharges	2021-22	2022-23
For the first 1,000 gallons over allocation*	\$ 2.00	\$ 2.00
For the second 1,000 gallons over allocation*	\$ 3.00	\$ 3.00
For the third 1,000 gallons over allocation*	\$ 4.00	\$ 4.00
For each additional 1,000 gallons over allocation*	\$ 5.00	\$ 5.00
 Drought Contingency Violation Fines, up to	 \$ 200.00	 \$ 200.00

*Refer to the Conservation Ordinance for all allocations

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: City Secretary
Subject: Appointments to various Boards, Commissions and Committees - Consideration and/or action approving the Appointment of Mr. Patrick Holmes as a Regular Member to the Historic Preservation Committee. (B. Dennis/Mayor-Council)

BACKGROUND

The City Secretary Department received an application from Mr. Holmes indicating his interest to serve on the Historical Preservation Committee. Mr. Holmes application for appointment was vetted through the Interview Committee, and they recommend appointment.

Staff recommends the appointment of Mr. Patrick Holmes' as a Regular Member to the Historical Preservation Committee.

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: City Secretary
Subject: Ordinance No. 22-T-34 – Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing a budget adjustment relating to the Corbett Ground Storage Tank. *Final Reading* (M. Browne/K. Woodlee/J. Shortess)

BACKGROUND

The Corbett Elevated Storage Tank serves approximately 2,300 water connections (a population of approximately 5,800). The addition of the proposed 3.0 million gallon Corbett Ground Storage Tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation. The Corbett Tank Site is one of two SSLGC connection points which provide continual water flow to the southern water zone. In addition to the construction of a new ground storage tank, a pump station will be installed to feed the southern water zone through the existing elevated tank on site and to pump water to the Live Oak Tank Site when needed. Generator design is proposed to run all of the pumps during an electrical outage.

The ground storage tank and pump station is a project identified in the City's current Impact Fee Capital Improvement Plan. The Corbett Ground Storage Tank Project was bid and \$7,730,818.70 (lowest responsible bid plus contingency) is needed to fully fund construction. Appropriation funding via the award of \$3,500,000 from the Fiscal Year 2022 Federal Omnibus Legislation has been secured for a portion of the project. Proposed Ordinance 22-T-34 allocates \$4,230,818.70 from Water Capital Recovery Fees to provide the remainder of funding needed to construct the proposed Corbett Ground Storage Tank, pump station, and generator.

Council approved this in first reading at their meeting of August 2, 2022.

GOAL

The goal of this ordinance is to amend the fiscal year 2021-2022 budget to allocate Water Capital Reserve dollars to provide funding to construct the 3.0 million gallon Corbett Ground Storage Tank.

COMMUNITY BENEFIT

The proposed 3.0 million gallon Corbett Ground Storage Tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation.

SUMMARY OF RECOMMENDED ACTION

Approval of Ordinance 22-T-34 authorizing the budget adjustment on final reading.

FISCAL IMPACT

As of June 30, 2022, the Water Capital Recovery Fund had \$8.9 million available. This ordinance will allocate \$4.23 million from the Water Capital Recovery Fees to construction services related to the Corbett Ground Storage Tank project.

RECOMMENDATION

Staff recommends approval of Ordinance 22-T-34 final reading.

Attachments

Community Project Funding

Bill Signing Letter

2022-004 Bid Log

Ordinance 22-T-34

April 7, 2021

Office of Congressman Vicente Gonzalez

Community Project Funding

City of Schertz Project Abstract: Corbett Water Ground Storage Tank

Explanation of why the project is a priority for the community

The City of Schertz is pleased to submit the Corbett Water Ground Storage Tank Project to Congressman Gonzalez's office in response to the Community Project Funding request for projects.

The City of Schertz receives water from the Schertz Seguin Local Government Corporation (SSLGC) at two locations in the City. The first and primary location is the Live Oak Tank Site located in Central Schertz. This tank site provides water to the "Lower" and "Upper" water zones in the City. The second location that the City receives SSLGC water is at the Corbett Tank Site which is located in Southern Schertz. This tank site currently serves the "Southern" water zone in the City out of an existing elevated water storage tank.

The Corbett Tank Site serves approximately 2,300 water connections which equates to a population of approximately 5,800. The addition of the proposed 3.0 million gallon concrete water ground storage tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation. As detailed above, because the Corbett Tank Site has an SSLGC connection, it will serve as the primary water supply point for the City if the Live Oak Tank Site SSLGC connection fails. The 3.0 million gallons of storage is capable of providing continual water flow to the southern water zone, and is sized to cover the storage needs of the 1.5 million gallon ground storage tank at the Live Oak Tank Site in case of failure. In conjunction with the construction of the new ground storage tank, a new pump station will also be constructed and sized to feed the southern water zone through the existing elevated tank on site, and to pump water to the Live Oak Tank Site. From the Live Oak Tank Site, the water could then be pumped to the remaining water zones in the City, which would provide water to all 16,800 water customers which equates to a population of roughly 42,700. Finally, the project is planned to include a generator adequately sized to run all of the pumps during an electrical outage as experienced during the severe Winter Storm in Texas during February 12-19, 2021

The City of Schertz has begun design of the project and expects design to be completed in 6 months and expects the project to be "shovel ready" in October 2021. The City owns all of the necessary property to construct the project as planned, so no property acquisition is required. The City of Schertz is estimating the project cost is \$5 million as currently scoped.

Congress of the United States
Washington, DC 20515

March 16, 2022

The City of Schertz
1400 Schertz Parkway
Schertz, Texas 78154

Dear City of Schertz,

I am happy to share that your project, Corbett Ground Storage Tank Project, including a total of \$3,500,000 was signed into law yesterday, March 15, 2022, by President Joseph R. Biden Jr. as a part of the Fiscal Year 2022 Omnibus legislation. I am proud to see this project authorized and will continue working to ensure these projects are funded and recognized.

Furthermore, my office will share guidance from the House Appropriations Committee on how federal agencies will contact project recipients about accessing funds as we receive it.

Congratulations again and thank you for your work to make this a reality!

Should you have any questions about this process please do not hesitate to reach out to my office at any of the below contacts:

Chandler Smith: (202) 377-9719, Chandler.Smith@mail.house.gov

Jorge Galindo: (202) 285-7141, Jorge.Galindo@mail.house.gov

Stephanie Toscano: Stephanie.Toscano@mail.house.gov

Albert Martinez: Albert.Martinez@mail.house.gov

Louise Bentsen: Louise.Bentsen@mail.house.gov

Sincerely,



Vicente Gonzalez
Member of Congress

City of Schertz Bid/RFP Response Log

Project #	2022-004	Due Date	6/2/2022
Project Name	CORBETT GROUND STORAGE TANK	Due Time	3:00PM

Name of Proposer	Date Received	Time Received	Bid Amount
ACP	2 June 2022	14:32	7,305,000.00
Shannon-Monic Inc. The Good Guys	2 JUNE 2022	14:43	8,009,000.00
Jim Pipeline	2 June 2022	14:46	7,372,140.00
Integrity Outlets	2 June 2022	14:47	7,652,100.00
Pesado	2 JUNE 2022	14:48	7,028,017.00

JUN 2 '22 15:00
88

ORDINANCE NO. 22-T-34

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PROVIDE FUNDING FOR CONSTRUCTION RELATED TO THE CORBETT GROUND STORAGE TANK, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Ordinance 21-T-38, the City of Schertz (the “City”) adopted the budget for the City for the fiscal year 2021-2022 (the “Budget”), which provides funding for the City’s operations throughout the 2021-2022 fiscal year; and

WHEREAS, the City needs to authorize budget amounts of \$4,230,818.70 for the purpose of construction services and other associated expenses related to the Corbett Ground Storage Tank from the Water Capital Recovery Fund; and

WHEREAS, City staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

WHEREAS, the City Council of the City has determined that it is in the best interest of the City to adjust the Budget and approve the budget transfer for the Corbett Ground Storage Tank, as more fully set forth in this Ordinance.

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

Section 1. The City shall set a budget of \$4,230,818.70 from the Water Capital Recovery Fund for the contracting of construction services and other associated expenses related to the Corbett Ground Storage Tank.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of

such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 2nd day of August, 2022.

PASSED, APPROVED and ADOPTED ON SECOND READING, the 9th day of August, 2022.

CITY OF SCHERTZ, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022

Department: Emergency Medical Services

Subject: Resolution No. 22-R-79 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford for the purchase of one (1) new ambulance for Fiscal Year 2023/2024. (M. Browne/J. Mabbitt)

BACKGROUND

The EMS Department currently has a fleet of eleven (11) ambulances, seven (7) of these ambulances are "front-line" or are in-service at any given time which leaves a reserve fleet of four (4) ambulances. A goal is to have four (4) reserve ambulances to allow our fleet department time to "down" each ambulance for preventative and safety checks. As of August 1, mileage for these ambulances range from 280 to over 200,000 miles:

Unit #	Year	Mileage
274	2013	208,139
275	2013	200,323
276-B	2022	280
277	2015	188,303
278-B	2021	10,470
279	2015	191,449
280	2017	147,066
281	2017	92,339
282	2020	79,710
283	2021	19,555
284	2021	20,384
285	2022	Will receive in FY23

After coordination with the Fleet Department and in-line with our vehicle replacement program, it was decided to purchase this ambulance from Frazer through Sterling McCall Ford (for the chassis). Frazer is a HGAC Buy Purchasing Cooperative program participant, and the ambulances are built here in Texas.

Like our previous six ambulances, this ambulance will be mounted on a Ford F450 chassis.

Due to COVID-19, ambulance manufacturers have lengthened their build times (mainly due to chassis delays) and to have our ambulance built in FY24 we need to have a Letter of Intent (LOI) signed to save a chassis for the build.

Final purchase will be dependent on final approval of the FY24 budget.

GOAL

Authorizing the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford for the intent to purchase one (1) new ambulance for FY24.

COMMUNITY BENEFIT

The items purchased from Frazer are in support of EMS response to the communities served.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approving the attached Letter of Intent (LOI) authorizing the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford for the purchase of one (1) new ambulance for FY24.

FISCAL IMPACT

This ambulance will be purchased in FY24 contingent on approval of the FY24 budget. The total amount for this ambulance will not exceed \$275,000. Staff will return for approval of the funds once the budget is approved.

RECOMMENDATION

Staff recommends approval of Resolution No. 22-R-79

Attachments

Resolution 22-R-79

LOI

Quote

RESOLUTION NO. 22-R-79

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO SIGN A LETTER OF INTENT (LOI) WITH STERLING MCCALL FORD FOR THE PURCHASE OF ONE (1) NEW AMBULANCE FOR FISCAL YEAR 2023/2024 AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Schertz EMS Department has chosen Sterling McCall Ford and Frazer, a HGACBuy Purchasing Cooperative vendor, for the purchase of one (1) Ford Ambulance; and

WHEREAS, the total cost of one ambulance will be no more than \$275,000; and

WHEREAS, this purchase will be funded with budgeted operating costs from the FY24 approved budget.

WHEREAS, HGACBuy Purchasing Cooperative is a national online purchasing cooperative, developed to comply with state laws which require government entities to make purchases through a competitive procurement process; and

WHEREAS, HGACBuy Purchasing Cooperative gives public entities the advantage of leveraging the cooperative's ability to obtain bulk discounts, combined with the ease of online, web-based shopping and ordering; and

WHEREAS, purchases under the cooperative programs meet the requirements under the Texas Local Government Purchasing Code rule for cooperative purchases as adopted by the City of Schertz Resolution 11-R-41 on August 30, 2011 amending the City's purchasing policy; therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS
THAT
:

Section 1. The City Council hereby authorizes the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford attached in Exhibit A for one ambulance not to exceed \$275,000.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 9th day of August 2022.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)

This LETTER OF INTENT made this 10th day of August between Sterling McCall Ford having a place of business located at 6445 Southwest Freeway Houston, TX 77074(“Vendor”) and City of Schertz EMS having a place of business at 1400 Schertz Pkwy, Bldg 7 Schertz TX 78154 US (“Customer”).

WHEREAS, Vendor desires to sell and Customer desires to purchase certain products, and/or services more specifically described in Quote 2756-0001 dated July 8th, 2022 for the total amount of \$269,216.00 (hereafter “Products”),

NOW THEREFORE, the parties hereto, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, do hereby agree as follows:

1. Vendor agrees to sell and customer pick up, and Customer shall purchase from Vendor, the Products for the prices as set forth in detail on Quote 2756-0001.
2. The sale of the Products is governed by the terms and conditions set forth on Exhibit A, which is attached hereto and made a part hereof.
3. The Term of this Agreement shall commence on August 10th, 2022 and expire 1 year from execution date.
4. If the parties have entered into any additional covenants, promises, terms and conditions not otherwise specified herein or in any schedule or Exhibit hereto, said special provisions shall be set forth in Exhibit A. If there shall be any conflict within the provisions of this Agreement, the following order of priority shall apply: this LETTER OF INTENT, Exhibit A, Customer’s purchase order, Vendor’s invoice.

IN WITNESS WHEREOF, the undersigned have executed and delivered this Agreement as of the day and year first above written.

Customer Department Name

Sign: _____

Print: _____

Title: _____

Date: _____

EXHIBIT A

Standard Terms and Conditions

INVOICING AND PAYMENT TERMS: Vendor shall submit one (1) original invoice per payment due. The invoice(s) shall include the items listed in accordance with the quote mentioned in the Sale Agreement with reference to the Customer's Purchase Order Number.

If the Sale Agreement provides for any progress (or advance) payments based on specific milestones or activities, Vendor's invoice shall certify to the accomplishment or performance by Vendor of said milestone or activity, and that Customer has obtained a security interest in such Products to the extent of such payment.

Payment shall be due upon receipt of the invoice and delivery of the unit to the Customer unless previously negotiated.

CANCELLATION POLICY: Cancellation of orders must be received 120 days prior to the agreed upon delivery date. If the order is cancelled within the 120 day window, a fee of 25% of the total purchase order price will apply.

DELIVERY TERMS: The products listed in the estimate are to be delivered Free On Board (FOB) Destination to Houston, TX. Customer representative(s) will pick up the unit at upfitter location, 7219 Rampart St., Houston, TX 77081 and transport it to their final destination at customer expense unless otherwise specified in the Vendor quote.

TERMINATION FOR CAUSE: Customer may terminate this Sale Agreement and any corresponding Purchase Order, or any part thereof, for cause including, but not limited to the following Vendor actions: (1) any default or breach of any of the terms and conditions of the Sale Agreement, (2) failure to provide Customer, upon request, a reasonable assurance of future performance, or (3) bankruptcy, dissolution, or suspension of payments by judicial decree. If Vendor does not cure such failure within a period of five (5) days or such a longer period as Customer may authorize in writing after the date such notice is sent to Vendor, then termination may proceed.

Vendor may also terminate this Sale Agreement and any corresponding Purchase Order for cause, and Vendor will not be in breach of same, in the event any supplier to Vendor fails to deliver Products and/or component parts in a timely fashion and Vendor cannot make alternate accommodations in order to comply with the Parties' agreed upon completion and delivery dates.

CHANGE ORDERS: Vendor has the right to modify the Purchase Order requirements and conditions as needed and will advise Customer in writing of such requested changes. Vendor shall not proceed with any changes without Customer's written authorization. Any request by Customer to change the terms or conditions of the Purchase Order, including product specifications, options, and price, must be made in advance of the production job order release. Any changes made after the release of the production job order will incur a \$350 fee per change order made in a 24 hour period and will be included on a secondary invoice. Vendor reserves the right to refuse changes requested by the Customer.

PROPRIETARY INFORMATION, CONFIDENTIALITY AND ADVERTISING: All commercial, financial or technical information in any form that Vendor provides to Customer shall be deemed proprietary and confidential and Customer shall not disclose such information to third parties

without Vendor's written consent. Termination of the Sale Agreement shall not relieve Customer of this confidentiality obligation. Upon Vendor's request, Customer shall return all confidential information to Vendor along with any reproductions, in whole or in part. The confidentiality obligation does not apply to information that is in the public domain through no fault of Customer or to information lawfully within Customer's possession prior to the date of the Purchase Order, as evidenced by Customer's written records.

INDEMNIFICATION: Customer shall fully release, indemnify, defend and hold harmless Vendor, its co-venturers, its contractors, and their respective affiliates, and Vendor's and their respective directors, officers and employees (including agency personnel) ("Vendor Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Vendor Group as it pertains to Vendor's Products.

Vendor shall fully release, indemnify, defend and hold harmless Customer, its co-venturers, its contractors, and their respective affiliates, and the Customer's and their respective directors, officers and employees (including agency personnel) ("Customer Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Customer Group as it pertains to Vendor's Products.

Customer Initials: _____

LIMITATIONS ON DAMAGES: In the event of any dispute, disagreement or breach alleged by Customer on the part of Vendor, Customer's exclusive and sole remedy shall be repair or replacement, if practical, of the module, or component part, by Vendor. If Vendor is not able to effectuate a repair, replacement, or cure that brings the module, or component part, into compliance with the Parties' agreement, then Vendor shall refund the sale price to Customer. In no event shall Vendor be liable to Customer, or to any third-party acting through Customer, for any additional, consequential or punitive damages, or damages for lost sales, revenue or profits claimed by Customer or any third-party acting through Customer.

FORCE MAJEURE: A force majeure delay shall mean any delay or other unforeseeable causes beyond the reasonable control of the party affected, provided that any such delay is not caused, in whole or in part, by the acts or omissions of the party so delayed and further provided that such party is unable to make up for such delay with reasonable diligence and speed. If any such cause delays Vendor's performance, the delivery date or time for completion may be extended by a period of time reasonably necessary to overcome the effect of such delay; however, Vendor shall take all reasonable measures to mitigate the effects of the force majeure event and to minimize such delay. A party affected by a force majeure event shall notify the other party of such force majeure event within forty-eight (48) hours of its knowledge of such event for the event to be considered a bona fide force majeure event.

TITLE AND RISK OF LOSS: Title to the Products shall transfer to Customer upon receipt of Products by Customer or its agent unless otherwise stated in the Sale Agreement. Notwithstanding the above, risk of loss of the Products shall remain with Vendor until delivered to Customer.

WAIVER: Vendor's failure to exercise or enforce any right in the Purchase Order, or any other right or privilege under law, or Vendor's waiver of any breach by Customer shall not constitute a waiver or modification of any terms, conditions, privileges or rights whether of the same or similar type, unless Vendor gives such waiver in writing.

LIENS: Vendor waives and relinquishes all existing and future liens and claims (statutory or otherwise) for the Products specified in the Purchase Order, and warrants that the Products will be free and clear of all liens, claims or encumbrances of any kind.

INSPECTION, REVIEW AND WITNESSING: Customer and/or the ultimate owner of the Products have the right to inspect and attend testing of the Products at Vendor's premises (or its supplier's or subcontractor's premises) with reasonable advance notice. If any inspection is made on the premises of Vendor or its supplier, Vendor, without additional charge, shall provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties.

APPLICABLE LAW AND VENUE: The Sale Agreement shall be governed and interpreted in accordance with the laws of the State of Texas, without reference to any principle of conflict of laws. Customer and Vendor expressly exclude the application of the Convention on International Sale of Goods to the Sale Agreement. Venue for all judicial, administrative, or regulatory proceedings shall be Houston, Harris County, Texas.

OWNERSHIP OF DOCUMENTS: Title to all drawings, specifications, calculations, technical data and other documents that Customer submits in accordance with the Purchase Order shall vest with Vendor. Vendor shall have the right to use such documents for any purpose pertaining to the manufacture, assembly, and delivery of the Products.

Title to all drawings, specifications, calculations, technical data, and other documents that Vendor submits to the Customer shall vest with the Customer. Customer shall have the right to use such documents for any purpose pertaining to the installation, operation, and maintenance of the Products.

INSURANCE: Vendor shall comply with the project insurance requirements for which the Products are being provided. Customer shall provide specific reasonable levels required as soon as such levels are available, which shall not exceed \$1,000,000 for any non-statutory category other than excess liability umbrella, which shall not exceed \$4,000,000. When requested by Customer, Vendor shall provide certificates of insurance as proof of same.

SURVIVAL: The provisions of the following Paragraphs of these Terms and Conditions shall survive any cancellation or termination of the Purchase Order: (Proprietary Information, Confidentiality and Advertising), (Indemnification), (Liens), and (Applicable Law and Venue).

Customer Quote



7/8/2022 9:30:41 AM

Estimate No: Q2756-0001
Quote Date: 7/8/2022
Expiration Date: 8/22/2022
Salesperson: KS
Payment Terms: Due on Delivery

Invoice To: 11338
Jason Mabbitt
City of Schertz EMS
1400 Schertz Pkwy, Bldg 7
Schertz TX 78154
US

Deliver To:
Jason Mabbitt
City of Schertz EMS
1400 Schertz Pkwy, Bldg 7
Schertz TX 78154
US
Phone:210-619-1400

Order Instructions:

Chassis only must be paid for at time of arrival to dealership. Balance will be invoiced 30 days prior to unit completion and will be due at time of delivery.

All customer provided items will need to be at Frazer prior to your unit starting production. Our inside team will send reminders for these dates.

No.	Item	Qty	U/M:	Unit Price	Net Amount
1	MODULE Type I 12' XT Module	1.00	EA	\$ 216,216.00	\$ 216,216.00
2	CHASSIS 2023 Ford F-450 Gas	1.00	EA	\$ 52,000.00	\$ 52,000.00
Estimated chassis price may change at the discretion of the chassis manufacturer					
3	DELIVERY Customer Pick Up-Frazer FOB	1.00	M	\$ 0.00	\$ 0.00
4	HGAC-NEW Contract No. AM10-20	1.00	EA	\$ 1,000.00	\$ 1,000.00
5	SpecDoc Configurable item to create the SpecDoc	1.00	EA	\$ 0.00	\$ 0.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :

Customer Quote



7/8/2022 9:30:41 AM

Estimate No: Q2756-0001
Quote Date: 7/8/2022
Expiration Date: 8/22/2022
Salesperson: KS
Payment Terms: Due on Delivery

Order Instructions:

No.	Item	Qty	U/M:		Unit Price		Net Amount
-----	------	-----	------	--	------------	--	------------

Sale Amount: 269,216.00
Order Disc(0.0000%): 0.00
Surcharge: N/A
Sales Tax: 0.00
Misc Charges: 0.00
Total Amount: 269,216.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :



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For your convenience, all pricing has been itemized below per quote Q2756-0001 for City of Schertz EMS

Base Module	\$ 126,516.00
Chassis Exterior	\$ 25,925.00
Module Exterior	\$ 38,775.00
Chassis Interior	\$ 8,600.00
Module Interior	\$ 16,400.00
Total \$	216,216.00

Items included in above totals:

1. Type I 12' XT Module	\$ incl
2. This is a CAAS Unit	\$ incl

Chassis Exterior:

3. Chassis Paint Layout: Paint All Two Tone - FLNA 92772 and FLNA 10707	\$ 6,500.00
4. Chassis : 2023 Ford F-450, Gas, 4x2, Regular Cab, 84" Cab to Axle, Ford White (FA90:YO)	\$ incl
5. Suspension: LiquidSpring	\$ 13,550.00
6. Wheel type: Factory Steel	\$ incl
7. Dual Dynamics Valve Stem Extender with Equalization and Pressure Indicator	\$ 325.00
8. Road Force Elite tire and wheel balancing	\$ incl
9. Chassis Steps: ArcRite with Sure Grip	\$ 1,175.00
10. Grille Guard: Full Replacement Bumper	\$ 1,525.00
11. Siren Amplifier: Howler	\$ 1,475.00
12. Window Tint (35% VLT) on Chassis Doors	\$ 325.00
13. Passenger's side Grille Light: Whelen M6 Red Light	\$ 75.00
14. Driver's side Grille Light: Whelen M6 Blue Light	\$ 75.00
15. Passenger's side Intersect Light: Whelen M6 Blue Light	\$ 75.00
16. Driver's side Intersect Light: Whelen M6 Red Light	\$ 75.00
17. Additional Grille Guard Driver Side Light: Whelen M4 Red/Blue Light	\$ 375.00
18. Additional Grille Guard Passenger Side Light: Whelen M4 Blue/Red Light	\$ 375.00
Chassis Exterior Subtotal \$	25,925.00

Module Exterior:

19. Power Source: Onan 5.5kW Generator	\$ 11,000.00
20. Module Paint Layout: Two Tone - FLNA 92772 and FLNA 10707	\$ 3,475.00
21. SuperTherm Coating on Module Roof	\$ 1,175.00
22. Rear Wall 3M Conspicuity Layout - Chevron : Yellow Base Color and Blue -	\$ 1,750.00



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Reflective Overlay		
23. Conspicuity on Rear Entry Door Windows Matching the Rear Wall	\$	200.00
24. Entry Door Conspicuity Layout - Squares : White Base Color	\$	375.00
25. Conspicuity Strips on Compartments Matching the Rear Wall	\$	325.00
26. Frazer Provided Graphics	\$	3,000.00
27. Body Drop on the Passenger's Side Forward of Rear Wheels	\$	incl
28. Hidden Switch Behind the Driver's Side Rear Bumper End Cap	\$	250.00
29. Dri-Deck in Applicable Exterior Compartments	\$	325.00
30. Ground Lights: Perimeter of Module and Under Chassis Steps	\$	3,475.00
31. Shore Power: Dual 20/30 Amp Kussmaul Auto Eject w/ Yellow covers on Rear Wall	\$	675.00
32. Pigtail/Plug Option: Pigtail	\$	incl
33. Coax 1: Run coax from location 1 to Chassis	\$	incl
34. Coax 2: Run coax from location 2 to Electrical Compartment terminated to Sierra Wireless Antenna	\$	incl
35. Coax 3: Run coax from location 3 to Electrical Compartment terminated to UHF Antenna	\$	incl
36. Coax 4: Run coax from location 4 to Electrical Compartment terminated to VHF Antenna	\$	incl
37. UNOC #2212 - Furnish and install Green LED indicator light above each shore power outlet	\$	225.00
38. UNOC #811 - Install customer provided Sierra Wireless modem in the electrical compartment, battery hot, with antenna on module roof at location #2	\$	250.00
39. Front Scene: Whelen Pioneer Plus Dual Panel LED (Surface)	\$	2,200.00
40. Front Wall Light Layout: Lower 5 Lights	\$	incl
41. Front Wall Light #1: Whelen M6 Blue Light	\$	incl
42. Front Wall Light #2: Whelen M6 Red Light	\$	incl
43. Front Wall Light #3: Whelen M6 Clear Light	\$	incl
44. Front Wall Light #4: Whelen M6 Red Light	\$	incl
45. Front Wall Light #5: Whelen M6 Blue Light	\$	incl
46. Front Wall Driver Side Box Light: Whelen M9 Red Light	\$	150.00
47. Front Wall Passenger Box Light: Whelen M9 Red Light	\$	150.00
48. Driver Wall Front Box Light: Whelen M9 Red Light	\$	150.00
49. Driver Wall Rear Box Light: Whelen M9 Red Light	\$	150.00
50. Driver Wheel Well Light: Whelen M6 Blue Light	\$	incl
51. Scene Light Option: Whelen Pioneer Plus Dual Panel LED (Surface)	\$	3,250.00



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52. O2 Compartment Style: Laydown O2 with Divider and Adjustable Shelf	\$	225.00
53. O2 Rollers for an H Cylinder	\$	incl
54. O2 Cylinder Changing Wrench	\$	100.00
55. Electrical Compartment Style: Standard Electrical Compartment	\$	incl
56. Lower Storage Style: Standard Lower Storage	\$	incl
57. Compartment Above Wheel Well Style: Standard Compartment Above Wheel Well	\$	incl
58. Dometic Self-Contained A/C with Exhaust Fan	\$	incl
59. Rear Storage Compartment Style: Rear Storage with divider and shelf with I/O access	\$	575.00
60. Module Window Option: Sliding Window	\$	incl
61. Upper Rear Wall Light Layout: 3 Across	\$	incl
62. Upper Light #1: Whelen M6 Load Light	\$	incl
63. Upper Light #2: Whelen M6 Amber Light	\$	incl
64. Upper Light #3: Whelen M6 Load Light	\$	incl
65. Lower Light #1: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
66. Lower Light #2: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
67. Lower Light #3: Whelen M6 Red/Amber Light	\$	100.00
68. Lower Light #4: Whelen M6 Red/Amber Light	\$	100.00
69. Rear Wall Driver Box Light: Whelen M9 Red Light	\$	150.00
70. Rear Wall Passenger Box Light: Whelen M9 Red Light	\$	150.00
71. Rear Backboard: 5" Compartment Shelf	\$	250.00
72. Lower BTTs: 2 M6 Lights on each side	\$	825.00
73. Rear Bumper	\$	incl
74. Door Grabbers	\$	incl
75. License Plate Light	\$	incl
76. Passenger Wall Front Box Light: Whelen M9 Red Light	\$	150.00
77. Passenger Wall Rear Box Light: Whelen M9 Red Light	\$	150.00
78. Passenger Wheel Well Light: Whelen M6 Blue Light	\$	incl
79. Passenger Scene Light Activated with Side Entry Door	\$	350.00
80. Interior Step Option: Double Step Well	\$	incl
81. Passenger Rear Compartment Style: Onan Genset Compartment	\$	incl
82. Door Locks on Entry Doors and Compartments	\$	3,100.00
Module Exterior Subtotal		\$ 38,775.00



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Chassis Interior:

83. Siren Speakers: Whelen SA 315 Speakers	\$	incl
84. Tap-2 on Primary Siren	\$	incl
85. Siren Option: Whelen C9 Siren in Console	\$	incl
86. Mic 1 shipped loose	\$	incl
87. HAAS Alert System: HAAS Alert Responder to Vehicle - 3 Year Sub	\$	incl
88. Slot 1: Single Slot Switch Panel	\$	incl
89. Slot 2: Radio Plate: 7.5 L X 2.5 W opening dims	\$	incl
90. Slot 3: Siren 1	\$	incl
91. Slot 4: Single Blank	\$	incl
92. Console Switch Layout : Primary - Secondary - Howler - Front Scene - Side Scene (Driver's Side) - Side Scene (Passenger's Side) - Rear Load - Interior Lights - Start/Stop Genset -	\$	incl
93. New Armrest	\$	250.00
94. Console Layout: 4-Slot Console	\$	incl
95. Front Base of Console: 120VAC	\$	600.00
96. Floor in Front of Console: Gamber Johnson Heavy Dual Cup Holder	\$	200.00
97. Front of Console: 12VDC wired Battery hot with Medical Diode	\$	300.00
98. Rear of Console: Single Mapholder	\$	250.00
99. Chassis Rear Wall: 3 High Glove Box Holder	\$	250.00
100. Back-up warning system with speaker installed inside the console	\$	1,100.00
101. Secure-Idle Anti-Theft System	\$	725.00
102. Aftermarket Vinyl Seats	\$	950.00
103. UNOC #1094 - Install customer provided Digital Ally DVM 250 monitor built into rear view mirror/DVR, with forward-facing, driver-facing, and back-up cameras	\$	1,575.00
104. UNOC #297 - Install customer provided radio equipment:	\$	675.00
<ul style="list-style-type: none"> - Motorola APX 7500 multi-band radio base in electrical compartment; wired battery hot - Multi-band antenna on module roof, location #3 - Radio head in console slot 2 - Mic on D/S of console slot 2 - Speaker on rear of map holder on rear of console, facing up 		
105. UNOC #1655 - Furnish and install Havis telescoping pole mount with motion adapter and swivel on P/S front of console (see pics in unit folder)	\$	1,000.00



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106. UNOC #796 - Install customer provided CAD mount on motion adapter attached to the telescoping pole mount, with Lind power supply inside the console; battery hot	\$	400.00
107. UNOC #86 - Install (1) customer provided Streamlight Stinger flashlight and charger on driver's side of console slot 1; battery hot	\$	100.00
108. UNOC #332 - Furnish and install Kussmaul dual USB on console switch panel	\$	225.00
Chassis Interior Subtotal		\$ 8,600.00

Module Interior:

109. Protek Cushions	\$	incl
110. Gunmetal Grey Interior	\$	incl
111. Stainless Steel Countertops	\$	incl
112. Safety Yellow Powdercoated Grab Rails	\$	200.00
113. Front I/O with Lexan Doors	\$	incl
114. 2 High "D" Cylinder Holder in the Front I/O Facing the Rear Wall	\$	200.00
115. Duplex Outlet in the Front I/O	\$	incl
116. Map Holder on Side of Front I/O	\$	200.00
117. Module Heater : New	\$	1,000.00
118. Duplex Outlet on the Front Wall	\$	incl
119. Customer Provided Medvault	\$	525.00
120. Netting at the Front Corner Area	\$	incl
121. UNOC #1778 - Install customer provided Engel 15-qt fridge with slide lock and spacer in standard location	\$	200.00
122. Location 1: 4 Switch w/Thermostat	\$	incl
123. Location 2: Single O2 Outlet	\$	incl
124. Location 3: 12VDC wired Battery hot with Medical Diode	\$	300.00
125. Location 4: Dual USB receptacles	\$	250.00
126. Location 6: Blank	\$	incl
127. Location 7: Blank	\$	incl
128. Location 8: Quad 120 VAC	\$	incl
129. Location 9: Suction	\$	incl
130. Action Wall Switch Layout : Interior Lights; Dimmer; Ventilation Fan; Module Heater - Hi/Off/Low;	\$	incl
131. Sharps Container at Action Wall	\$	incl
132. Acrylic Holder at the Action Wall Cabinet	\$	incl
133. New 6pt Harness at the CPR Seat	\$	600.00



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134. Acrylic Holder Aft CPR Seat	\$	incl
135. Rear Door Switch Layout : Acknowledge; Blank; Dump/Bypass (Suspension); Rear Load;	\$	incl
136. UNOC #520 - Furnish and install (1) Perko clip on bottom right corner of AC vent plate and (1) on P/S of rear wall toward head knocker	\$	100.00
137. UNOC #726 - Furnish and install 12" grab bar/IV pump bar on bottom of action wall cabinet, as far toward rear of unit and as close to the aisle as possible	\$	225.00
138. Two Seating Positions at the Squad Bench - 2 and 3	\$	incl
139. Harness Type for Seat Position 2: New 6pt Harness	\$	600.00
140. Harness Type for Seat Position 3: New 6pt Harness	\$	600.00
141. Acrylic Holder and Sharps at Squad Bench	\$	925.00
142. Double Squad Bench Cabinet	\$	725.00
143. New Glove Box & Handrail at the Head of the Squad Bench	\$	325.00
144. Trashcan With Lid at the Head of the Squad Bench	\$	incl
145. O2 Outlet at the Squad Bench Wall	\$	incl
146. Install Evergreen UV-C air and surface disinfection lamp in ceiling raceway with control unit in electrical compartment	\$	5,225.00
147. IV Hanger on Ceiling Raceway	\$	incl
148. Overhead Grabrails on Both Sides	\$	250.00
149. IV Hanger on Squad Bench Ceiling	\$	incl
150. Head knocker options: With Clock only	\$	525.00
151. Stryker cot tower only (no antler and bar)	\$	incl
152. Floor Options: Customer Provided Stryker Power-LOAD	\$	1,925.00
153. Loncoin II Onyx Floor	\$	incl
154. Captain's Chair Type: Captain's Chair with Child Safety Seat and 4pt. Harness	\$	825.00
155. Customer Provided Items Processing Fee	\$	675.00
Module Interior Subtotal		\$ 16,400.00
156. Temporary Supply Chain Surcharge	\$	14,616.00



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Email this quote along with your PO
to Kalyn Salsman at ksalsman@frazerbilt.com

Remit To:

Per TMVCC, we are quoting this through our
licensed franchise dealer, Sterling McCall Ford.

Sterling McCall Ford
6445 Southwest Freeway
Houston TX 77074

Standard Terms and Conditions

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If the Sale Agreement provides for any progress (or advance) payments based on specific milestones or activities, Vendor's invoice shall certify to the accomplishment or performance by Vendor of said milestone or activity, and that Customer has obtained a security interest in such Products to the extent of such payment.

Payment shall be due upon receipt of the invoice and delivery of the unit to the Customer unless previously negotiated.

CANCELLATION POLICY: Cancellation of orders must be received 120 days prior to the agreed upon delivery date. If the order is cancelled within the 120 day window, a fee of 25% of the total purchase order price will apply.

DELIVERY TERMS: The products listed in the estimate are to be delivered Free On Board (FOB) Destination to Houston, TX. Customer representative(s) will pick up the unit at upfitter location, 7219 Rampart St., Houston, TX 77081 and transport it to their final destination at customer expense unless otherwise specified in the Vendor quote.



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TERMINATION FOR CAUSE: Customer may terminate this Sale Agreement and any corresponding Purchase Order, or any part thereof, for cause including, but not limited to the following Vendor actions: (1) any default or breach of any of the terms and conditions of the Sale Agreement, (2) failure to provide Customer, upon request, a reasonable assurance of future performance, or (3) bankruptcy, dissolution, or suspension of payments by judicial decree. If Vendor does not cure such failure within a period of five (5) days or such a longer period as Customer may authorize in writing after the date such notice is sent to Vendor, then termination may proceed.

Vendor may also terminate this Sale Agreement and any corresponding Purchase Order for cause, and Vendor will not be in breach of same, in the event any supplier to Vendor fails to deliver Products and/or component parts in a timely fashion and Vendor cannot make alternate accommodations in order to comply with the Parties' agreed upon completion and delivery dates.

CHANGE ORDERS: Vendor has the right to modify the Purchase Order requirements and conditions as needed and will advise Customer in writing of such requested changes. Vendor shall not proceed with any changes without Customer's written authorization. Any request by Customer to change the terms or conditions of the Purchase Order, including product specifications, options, and price, must be made in advance of the production job order release. Any changes made after the release of the production job order will incur a \$350 fee per change order made in a 24 hour period and will be included on a secondary invoice. Vendor reserves the right to refuse changes requested by the Customer.

PROPRIETARY INFORMATION, CONFIDENTIALITY AND ADVERTISING: All commercial, financial or technical information in any form that Vendor provides to Customer shall be deemed proprietary and confidential and Customer shall not disclose such information to third parties without Vendor's written consent. Termination of the Sale Agreement shall not relieve Customer of this confidentiality obligation. Upon Vendor's request, Customer shall return all confidential information to Vendor along with any reproductions, in whole or in part. The confidentiality obligation does not apply to information that is in the public domain through no fault of Customer or to information lawfully within Customer's possession prior to the date of the Purchase Order, as evidenced by Customer's written records.

INDEMNIFICATION: Customer shall fully release, indemnify, defend and hold harmless Vendor, its co-venturers, its contractors, and their respective affiliates, and Vendor's and their respective directors, officers and employees (including agency personnel) ("Vendor Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase



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Order without regard to any allegation of negligence on the part of the Vendor Group as it pertains to Vendor's Products.

Vendor shall fully release, indemnify, defend and hold harmless Customer, its co-venturers, its contractors, and their respective affiliates, and the Customer's and their respective directors, officers and employees (including agency personnel) ("Customer Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Customer Group as it pertains to Vendor's Products.

Customer Initials: _____

LIMITATIONS ON DAMAGES: In the event of any dispute, disagreement or breach alleged by Customer on the part of Vendor, Customer's exclusive and sole remedy shall be repair or replacement, if practical, of the module, or component part, by Vendor. If Vendor is not able to effectuate a repair, replacement, or cure that brings the module, or component part, into compliance with the Parties' agreement, then Vendor shall refund the sale price to Customer. In no event shall Vendor be liable to Customer, or to any third-party acting through Customer, for any additional, consequential or punitive damages, or damages for lost sales, revenue or profits claimed by Customer or any third-party acting through Customer.

FORCE MAJEURE: A force majeure delay shall mean any delay or other unforeseeable causes beyond the reasonable control of the party affected, provided that any such delay is not caused, in whole or in part, by the acts or omissions of the party so delayed and further provided that such party is unable to make up for such delay with reasonable diligence and speed. If any such cause delays Vendor's performance, the delivery date or time for completion may be extended by a period of time reasonably necessary to overcome the effect of such delay; however, Vendor shall take all reasonable measures to mitigate the effects of the force majeure event and to minimize such delay. A party affected by a force majeure event shall notify the other party of such force majeure event within forty-eight (48) hours of its knowledge of such event for the event to be considered a bona fide force majeure event.

TITLE AND RISK OF LOSS: Title to the Products shall transfer to Customer upon receipt of Products by Customer or its agent unless otherwise stated in the Sale Agreement. Notwithstanding the above, risk of loss of the Products shall remain with Vendor until delivered to Customer.



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WAIVER: Vendor's failure to exercise or enforce any right in the Purchase Order, or any other right or privilege under law, or Vendor's waiver of any breach by Customer shall not constitute a waiver or modification of any terms, conditions, privileges or rights whether of the same or similar type, unless Vendor gives such waiver in writing.

LIENS: Vendor waives and relinquishes all existing and future liens and claims (statutory or otherwise) for the Products specified in the Purchase Order, and warrants that the Products will be free and clear of all liens, claims or encumbrances of any kind.

INSPECTION, REVIEW AND WITNESSING: Customer and/or the ultimate owner of the Products have the right to inspect and attend testing of the Products at Vendor's premises (or its supplier's or subcontractor's premises) with reasonable advance notice. If any inspection is made on the premises of Vendor or its supplier, Vendor, without additional charge, shall provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties.

APPLICABLE LAW AND VENUE: The Sale Agreement shall be governed and interpreted in accordance with the laws of the State of Texas, without reference to any principle of conflict of laws. Customer and Vendor expressly exclude the application of the Convention on International Sale of Goods to the Sale Agreement. Venue for all judicial, administrative, or regulatory proceedings shall be Houston, Harris County, Texas.

OWNERSHIP OF DOCUMENTS: Title to all drawings, specifications, calculations, technical data and other documents that Customer submits in accordance with the Purchase Order shall vest with Vendor. Vendor shall have the right to use such documents for any purpose pertaining to the manufacture, assembly, and delivery of the Products.

Title to all drawings, specifications, calculations, technical data, and other documents that Vendor submits to the Customer shall vest with the Customer. Customer shall have the right to use such documents for any purpose pertaining to the installation, operation, and maintenance of the Products.

INSURANCE: Vendor shall comply with the project insurance requirements for which the Products are being provided. Customer shall provide specific reasonable levels required as soon as such levels are available, which shall not exceed \$1,000,000 for any non-statutory category other than excess liability umbrella, which shall not exceed \$4,000,000. When requested by Customer, Vendor shall provide certificates of insurance as proof of same.



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SURVIVAL: The provisions of the following Paragraphs of these Terms and Conditions shall survive any cancellation or termination of the Purchase Order: (Proprietary Information, Confidentiality and Advertising), (Indemnification), (Liens), and (Applicable Law and Venue).

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: Engineering
Subject: Resolution No. 22-R-75 – Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a contract with Pesado Construction Co., Inc. relating to the Corbett Ground Storage Tank Project and authorizing the budget expenditures for the project. (B. James/K. Woodlee/J. Shortess)

BACKGROUND

The Corbett Elevated Storage Tank serves approximately 2,300 water connections (a population of approximately 5,800). The addition of the proposed 3.0 million gallon Corbett Ground Storage Tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation.

The Corbett Tank Site is one of two SSLGC connection points which provide continual water flow to the southern water zone. In addition to the construction of a new ground storage tank, a pump station will be installed to feed the southern water zone through the existing elevated tank on site and to pump water to the Live Oak Tank Site. A generator will be added which will allow all of the pumps to operate during an electrical outage as experienced during the severe Winter Storm in Texas during February 12-19, 2021.

Bids for the Corbett Ground Storage Tank Project were opened on June 2, 2022. Five bids were received. Of the five bids, the lowest bid was from Pesado Construction Co., Inc. Staff has reviewed the bids and supporting documentation and determined that the bid from Pesado Construction Co., Inc. is acceptable.

GOAL

To obtain authorization from Council to execute a contract with Pesado Construction Co, Inc. for \$7,028,017.00 plus \$702,801.70 (10% contingency) for a not to exceed amount of \$7,730,818.70, for the Corbett Ground Storage Tank Project.

COMMUNITY BENEFIT

The proposed 3.0 million gallon Corbett Ground Storage Tank will provide critical storage and redundancy at the Corbett Tank Site in order to provide water to customers on a daily basis and to a larger portion of the City in an emergency situation.

SUMMARY OF RECOMMENDED ACTION

Authorize execution of the construction contract for the Corbett Ground Storage Tank Project with Pesado Construction Co, Inc. for \$7,028,017.00 and a not to exceed amount of \$7,730,818.70.

FISCAL IMPACT

The cost of the project shall not exceed \$7,730,818.70. Funding is available from Water Capital Recovery Fees and Federal Community Project Funding (CPF) as approved in the Fiscal Year 2022 Omnibus legislation signed into law on March 15, 2022. The awarded CPF funding totals \$3,500,000 and the balance of the contract value, \$4,230,818.70, will be paid from Water Capital Recovery Fees. As of June 30, 2022 the Water Capital Recovery Fund had \$8.9 million available for this project.

RECOMMENDATION

Staff recommends Council approve Resolution 22-R-75 and authorize award of the contract for the Corbett Ground Storage Tank Project to Pesado Construction Co, Inc. for \$7,028,017.00 and a not to exceed amount of \$7,730,818.70.

Attachments

22-R-75

Site Plan

Bill Signing Letter

2022-004 Bid Log

Recommendation for Award

Pesado Construction Co, Inc.

Agreement

RESOLUTION NO. 22-R-75

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ,
TEXAS AUTHORIZING A CONTRACT WITH PESADO
CONSTRUCTION CO, INC. RELATING TO THE CORBETT GROUND
STORAGE TANK PROJECT AND AUTHORIZING THE BUDGET
EXPENDITURES FOR THE PROJECT**

WHEREAS, The City staff of the City of Schertz (the “City”) has recommended that the City accept the bid from Pesado Construction Co, Inc. relating to the Corbett Ground Storage Tank Project and approve the project expenditures; and

WHEREAS, City staff has received qualifications indicating that Pesado Construction Co, Inc. is qualified to provide such services for the City; and

WHEREAS, the project will be funded from Water Capital Recovery Fees and Community Project Funding (CPF) as approved in the Fiscal Year 2022 Omnibus legislation signed into law on March 15, 2022.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the contract with Pesado Construction Co, Inc. for an amount of \$7,028,017.00, with an amount not to exceed \$7,730,818.70.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject

matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 9th day of August, 2022.

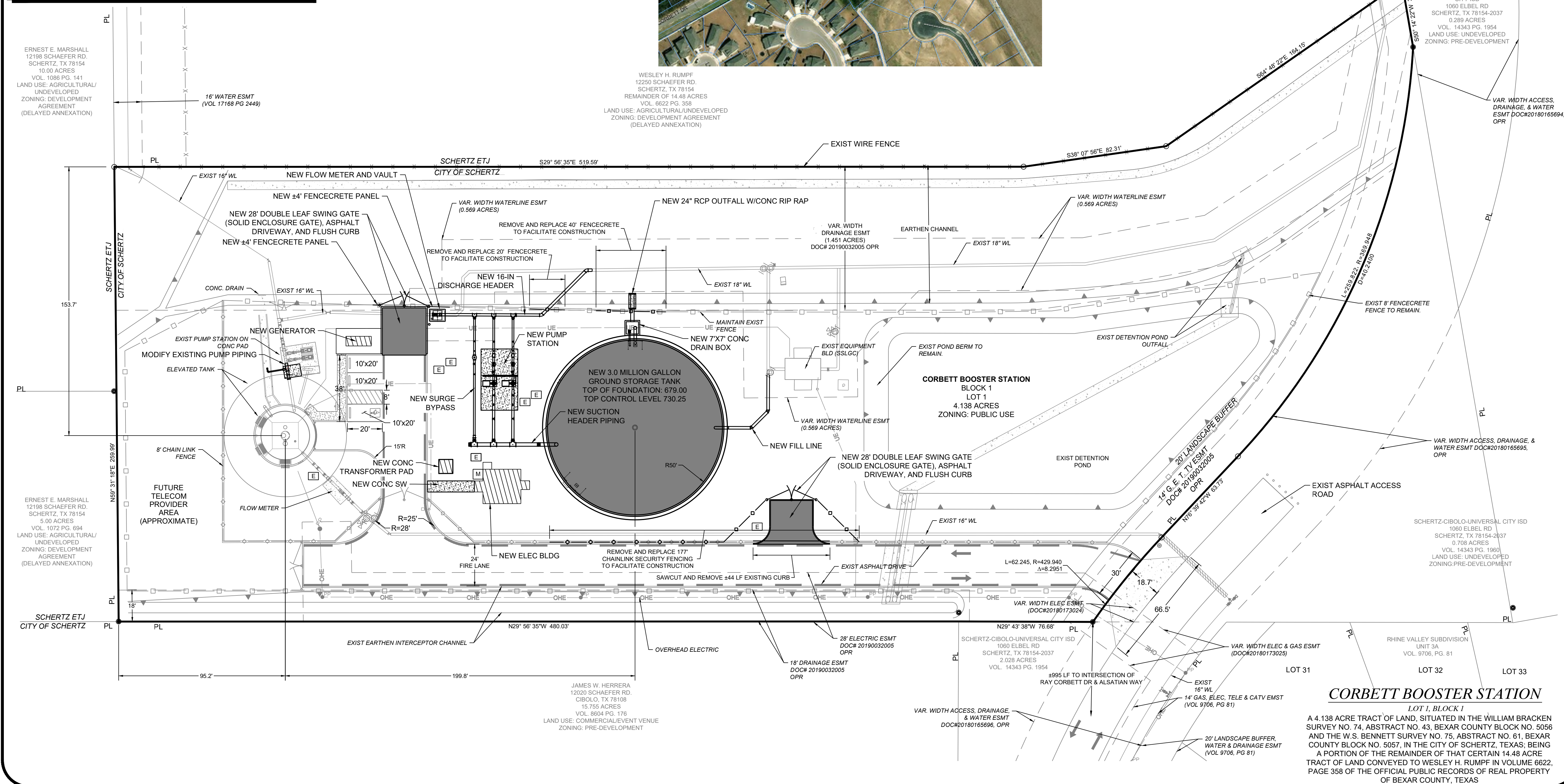
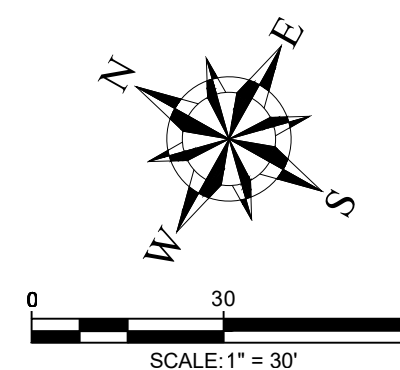
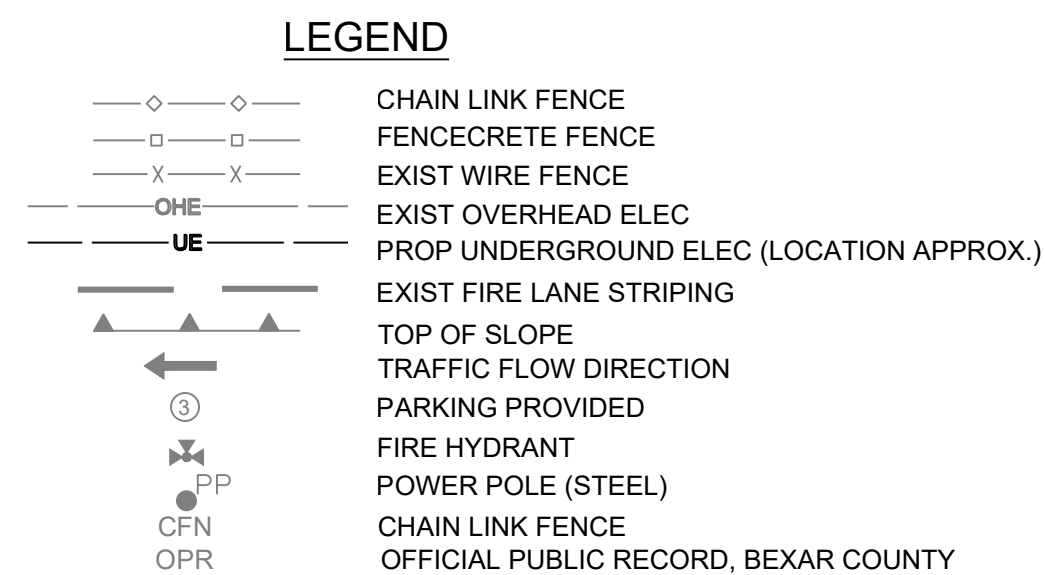
CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)



**UNINTECH CONSULTING
ENGINEERS, INC.**

24241 E. Evans Road
San Antonio, Texas 78259
Phone: (210) 641-6003

TPBE Reg. No. F-5499
Fax: (210) 641-8279
www.unintech.com



REVISIONS :		
NO.	DATE	DESCRIPTION
1		
2		
3		
4		

CORBETT GROUND STORAGE TANK
12191 RAY CORBETT DRIVE, SCHERTZ, TX

FINAL DESIGN
CIVIL - SITE
SITE PLAN

PROJECT NO. 22-064-V
2022-04-08
C4 OF 25

Congress of the United States
Washington, DC 20515

March 16, 2022

The City of Schertz
1400 Schertz Parkway
Schertz, Texas 78154

Dear City of Schertz,

I am happy to share that your project, Corbett Ground Storage Tank Project, including a total of \$3,500,000 was signed into law yesterday, March 15, 2022, by President Joseph R. Biden Jr. as a part of the Fiscal Year 2022 Omnibus legislation. I am proud to see this project authorized and will continue working to ensure these projects are funded and recognized.

Furthermore, my office will share guidance from the House Appropriations Committee on how federal agencies will contact project recipients about accessing funds as we receive it.

Congratulations again and thank you for your work to make this a reality!

Should you have any questions about this process please do not hesitate to reach out to my office at any of the below contacts:

Chandler Smith: (202) 377-9719, Chandler.Smith@mail.house.gov

Jorge Galindo: (202) 285-7141, Jorge.Galindo@mail.house.gov

Stephanie Toscano: Stephanie.Toscano@mail.house.gov

Albert Martinez: Albert.Martinez@mail.house.gov

Louise Bentsen: Louise.Bentsen@mail.house.gov

Sincerely,



Vicente Gonzalez
Member of Congress

City of Schertz Bid/RFP Response Log

Project #	2022-004	Due Date	6/2/2022
Project Name	CORBETT GROUND STORAGE TANK	Due Time	3:00PM

Name of Proposer	Date Received	Time Received	Bid Amount
ACP	2 June 2022	14:32	7,305,000.00
Shannon-Monic Inc. The Good Guys	2 JUNE 2022	14:43	8,009,000.00
Jim Pipeline	2 June 2022	14:46	7,372,140.00
Integrity Outlets	2 June 2022	14:47	7,652,100.00
Pesado	2 JUNE 2022	14:48	7,028,017.00

JUN 2 '22 15:00
88



UNITECH CONSULTING ENGINEERS, INC.

STRUCTURAL • CIVIL • SURVEYING

June 17, 2022
Project No. 22-064-V

Jennifer R. Shortess, PE
City of Schertz
10 Commercial Place, Building 2
Schertz, TX 78154

Re: CITY OF SCHERTZ - CORBETT GROUND STORAGE TANK, BID #2022-004
Bid Tabulation

Five (5) bids were received on the above referenced project at City of Schertz City Hall on June 2, 2022. The bids are tabulated and attached, along with supporting information required in the Instruction to Bidders.

Review and tabulation of the Base Bid indicates that **Pesado Construction Co., Inc.** is the Base Bid low bidder with a bid of **\$6,919,114.00**. No errors or irregularities were noted in any bid response.

Review and tabulation of the Base Bid, Additive Alternate 1 indicates that **Pesado Construction Co., Inc** was also the combined low bidder for the Base Bid and additive alternates, with a combined bid total of **\$7,028,017.00**.

The Engineer's Estimate for the Base Bid construction was \$4,756,628.10 dated 3/25/2022. The project design was begun in 6/1/2021. In the last several months unit prices on steel and ductile iron, PVC, and all associated construction materials have been fluctuating and rising more than 50% across all types of construction. Speaking with industry experts, suppliers, and estimators, it is not clear if or when prices will stabilize. Forecasts for the next three months anticipate a rise of 15%. Rejecting the bids and rebidding might find some cost saving measures that would be erased by anticipated increases. Rejecting bids and waiting a year to rebid, might be beneficial, but it is unknown at this time how the market will settle in one years' time.

Ford Engineering, Inc. called multiple references provided by the low bidder for projects of similar scope or cost. Two references responded. The references were positive with regards to quality of work and working relationship.

Should the City desire to move forward on this project, Unitech Consulting Engineers, Inc. recommends **Pesado Construction Co., Inc.** for this project with a combined bid total of **\$7,028,017.00** for the Base Bid and Additive Alternate. The contractor has responded all addenda, included required forms, and was found to not be disbarred.

Should there be questions, or if further information is needed, please do not hesitate to call me at 210-590-4777.

Sincerely,

A handwritten signature in black ink that reads "Mark B Hill".

Mark B. Hill, PE
Unitech Consulting Engineers, Inc.
Incl. Bid Tabulation, Summary of references called.

CITY OF SCHERTZ - CORBETT GROUND STORAGE TANK Bid Tabulation Bid date: 6/2/2022 Project No. 22-064-V				BIDDERS									
				Associated Construction Partners		Integrated Water Services Inc.		JM Pipeline LLC		Pasado Construction Co		Shannon Monk Inc.	
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
BASE BID													
1	Mobilization and Demobilization: This item includes project move-in and move-out of personnel and equipment, work shall include furnishing all labor, materials, tools, equipment and incidentals required to mobilize, demobilize, bond and insure the Work for the CORBETT GROUND STORAGE TANK PROJECT, in accordance with the contract documents, complete in place	L.S.	1	\$417,000.00	\$417,000.00	\$240,000.00	\$240,000.00	\$277,500.00	\$277,500.00	\$475,000.00	\$475,000.00	\$700,000.00	\$700,000.00
2	Total amount for furnishing all labor, materials, services, equipment, and appurtenances in conjunction with and incidental to all work (site work, general construction) for execution of the CORBETT GROUND STORAGE TANK PROJECT in conformance with the Project Documents, with the exception of those items specifically listed in other bid items.	L.S.	1	\$6,647,000.00	\$6,647,000.00	\$7,181,900.00	\$7,181,900.00	\$6,875,000.00	\$6,875,000.00	\$6,358,814.00	\$6,358,814.00	\$7,062,000.00	\$7,062,000.00
3	Off-site – E Live Oak WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	L.S.	1	\$40,000.00	\$40,000.00	\$32,800.00	\$32,800.00	\$22,320.00	\$22,320.00	\$27,650.00	\$27,650.00	\$35,000.00	\$35,000.00
4	Off-site – NE Quad WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	L.S.	1	\$40,000.00	\$40,000.00	\$32,800.00	\$32,800.00	\$22,320.00	\$22,320.00	\$27,650.00	\$27,650.00	\$35,000.00	\$35,000.00
5	Allowance for City Public Service (CPS Energy) Electric Service	L.S.	1	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
BASE BID TOTAL				\$7,174,000.00		\$7,517,500.00		\$7,227,140.00		\$6,919,114.00		\$7,862,000.00	
ALT 1													
1	Off-site – E Live Oak WP – Interconnect (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment, and appurtenances in conjunction with and incidental to the work	L.S.	1	\$131,000.00	\$131,000.00	\$134,600.00	\$134,600.00	\$145,000.00	\$145,000.00	\$108,903.00	\$108,903.00	\$147,000.00	\$147,000.00
ALTERNATE 1 TOTAL				\$131,000.00		\$134,600.00		\$145,000.00		\$108,903.00		\$147,000.00	
Total of All Unit Price Bid Items – Corbett Ground Storage Tank & Additive Alternate 1				\$7,305,000.00		\$7,652,100.00		\$7,372,140.00		\$7,028,017.00		\$8,009,000.00	

Calling a Contactor's references

Pesado Construction Co has listed Middleman Construction as a reference on a recent bid proposal. May I ask a few questions about the project/Contractor?

1. What kind of work did Pesado Construction perform for Singing Hills Unit #1 – Lift Station & Utility Work?

Sanitary sewer, water distribution, infrastructure

2. How was the project awarded? (Low bidder, qualified bidder, other)

Public bid - low bidder

3. Was the project completed on time? If not, why?

Yes

4. Was the project completed on or under budget? If not, why? Were the increases considered reasonable?

Not sure

5. Did the completed project meet expectations?

yes

6. Would (Pesado Construction) be accepted by the client for another project?

yes

Calling a Contactor's references

Pesado Construction Co has listed Middleman Construction as a reference on a recent bid proposal. May I ask a few questions about the project/Contractor?

1. What kind of work did Pesado Construction perform for Singing Hills Unit #1 – Lift Station & Utility Work?

All Wet and Dry utilities

2. How was the project awarded? (Low bidder, qualified bidder, other)

Qualified bidder

3. Was the project completed on time? If not, why?

Yes

4. Was the project completed on or under budget? If not, why? Were the increases considered reasonable?

On budget

5. Did the completed project meet expectations?

yes

6. Would (Pesado Construction) be accepted by the client for another project?

yes

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

Pesado Construction Co., Inc.
4848 Sinclair Road
San Antonio, TX 78222

SURETY (Name, and Address of Principal Place of Business):

Continental Casualty Company
14100 San Pedro, Ste. 206
San Antonio, TX 78232

OWNER (Name and Address):

City of Schertz
1400 Schertz Parkway, Bldg. #2
Schertz, TX 78154

BID

Bid Due Date: June 2, 2022

Description (Project Name— Include Location): Corbett Ground Storage Tanks Project #Bid 2022-004

BOND

Bond Number: N/A

Date: May 27, 2022

Penal sum Five Percent of the Greatest Amount Bid ----- \$ 5% of GAB

(Words)

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

Pesado Construction Co., Inc. (Seal)

Bidder's Name and Corporate Seal

By:

Signature

Shane Hutson

Print Name

President

Title

Attest:

Signature

Title

Controller

SURETY

Continental Casualty Company (Seal)

Surety's Name and Corporate Seal

By:

Signature (Attach Power of Attorney)

Dana Michaelis

Print Name

Attorney-in-Fact

Title

Attest:

Signature

Title Attorney-in-Fact

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

1 IMPORTANT NOTICE

To obtain information or make a complaint:

2 You may contact Continental Casualty Company, National Fire Insurance Company of Hartford, American Casualty Company of Reading, PA and Continental Insurance Company at 312-822-5000.

3 You may call Continental Casualty Company, National Fire Insurance Company of Hartford, American Casualty Company of Reading, PA and Continental Insurance Company's toll-free telephone number for information or to make a complaint at:

1-877-672-6115

4 You may also write to Continental Casualty Company, National Fire Insurance Company of Hartford, American Casualty Company of Reading, PA and Continental Insurance Company at:

CNA Surety
151 North Franklin, 17th Floor
Chicago, IL 60606

5 You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at:

1-800-252-3439

6 You may write the Texas Department of Insurance:

P.O. Box 149104
Austin, TX 78714-9104
Fax: (512) 490-1007
Web: www.tdi.texas.gov
E-Mail: ConsumerProtection@tdi.texas.gov

7 PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim you should contact Continental Casualty Company, National Fire Insurance Company of Hartford, American Casualty Company of Reading, PA and Continental Insurance Company first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

8 ATTACH THIS NOTICE TO YOUR POLICY:

This notice is for information only and does not become a part or condition of the attached document.

AVISO IMPORTANTE

Para obtener informacion o para someter una queja:

Puede comunicarse con Continental Casualty Company, National Fire Insurance Company de Hartford, American Casualty Company de Reading, PA y Continental Insurance Company al 312-822-5000.

Usted puede llamar al numero de telefono gratis de Continental Casualty Company, National Fire Insurance Company de Hartford, American Casualty Company de Reading, PA y Continental Insurance Company's para informacion o para someter una queja al:

1-877-672-6115

Usted tambien puede escribir a Continental Casualty Company, National Fire Insurance Company de Hartford, American Casualty Company de Reading, PA y Continental Insurance Company:

CNA Surety
151 North Franklin, 17th Floor
Chicago, IL 60606

Puede comunicarse con el Departamento de Seguros de Texas para obtener informacion acerca de companias, coberturas, derechos o quejas al:

1-800-252-3439

Puede escribir al Departamento de Seguros de Texas:

P.O. Box 149104
Austin, TX 78714-9104
Fax: (512) 490-1007
Web: www.tdi.texas.gov
E-Mail: ConsumerProtection@tdi.texas.gov

DISPUTAS SOBRE PRIMAS O RECLAMOS:

Si tiene una disputa concerniente a su prima o a un reclamo, debe comunicarse con el Continental Casualty Company, National Fire Insurance Company de Hartford, American Casualty Company de Reading, PA y Continental Insurance Company primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI).

UNA ESTE AVISO A SU POLIZA: Este aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company (herein called "the CNA Companies"), are duly organized and existing insurance companies having their principal offices in the City of Chicago, and State of Illinois, and that they do by virtue of the signatures and sePals herein affixed hereby make, constitute and appoint

Gregory M LeJune, Mary Gainer, Dana Michaelis, Douglas N Dunlap Jr, Martin R Williams, Dane R Wilhelm, Aaron Hawley, Individually

of San Antonio, TX, their true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on their behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind them thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of their insurance companies and all the acts of said Attorney, pursuant to the authority hereby given is hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law and Resolutions, printed on the reverse hereof, duly adopted, as indicated, by the Boards of Directors of the insurance companies.

In Witness Whereof, the CNA Companies have caused these presents to be signed by their Vice President and their corporate seals to be hereto affixed on this 6th day of July, 2021.

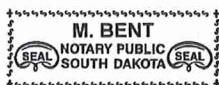


Continental Casualty Company
National Fire Insurance Company of Hartford
American Casualty Company of Reading, Pennsylvania

Paul T. Bruflat Vice President

State of South Dakota, County of Minnehaha, ss:

On this 6th day of July, 2021, before me personally came Paul T. Bruflat to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company described in and which executed the above instrument; that he knows the seals of said insurance companies; that the seals affixed to the said instrument are such corporate seals; that they were so affixed pursuant to authority given by the Boards of Directors of said insurance companies and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said insurance companies.



My Commission Expires March 2, 2026

M. Bent Notary Public

CERTIFICATE

I, D. Johnson, Assistant Secretary of Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company do hereby certify that the Power of Attorney herein above set forth is still in force, and further certify that the By-Law and Resolution of the Board of Directors of the insurance companies printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said insurance companies this 27th day of May, 2022.



Continental Casualty Company
National Fire Insurance Company of Hartford
American Casualty Company of Reading, Pennsylvania

D. Johnson Assistant Secretary

Form F6853-4/2012

Authorizing By-Laws and Resolutions

ADOPTED BY THE BOARD OF DIRECTORS OF CONTINENTAL CASUALTY COMPANY:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company at a meeting held on May 12, 1995:

"RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective."

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of Continental Casualty Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25th day of April, 2012:

"Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. "

ADOPTED BY THE BOARD OF DIRECTORS OF NATIONAL FIRE INSURANCE COMPANY OF HARTFORD:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company by unanimous written consent dated May 10, 1995:

"RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective."

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of National Fire Insurance Company of Hartford.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25th day of April, 2012:

"Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. "

ADOPTED BY THE BOARD OF DIRECTORS OF AMERICAN CASUALTY COMPANY OF READING, PENNSYLVANIA:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company by unanimous written consent dated May 10, 1995:

"RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective."

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of American Casualty Company of Reading, Pennsylvania.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25th day of April, 2012:

"Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. "

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to:

JULIE GOHLKE
PURCHASING AND ASSET MANAGER
CITY OF SCHERTZ
1400 SCHERTZ PKWY, ADMIN BLDG2
SCHERTZ, TX 78154

- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
<u>1</u>	<u>5/9/22</u>
<u>2</u>	<u>5/18/22</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and

4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

BID SCHEDULE – CITY OF SCHERTZ – CORBETT GROUND STORAGE TANK					
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization and Demobilization: This item includes project move-in and move-out of personnel and equipment, work shall include furnishing all labor, materials, tools, equipment and incidentals required to mobilize, demobilize, bond and insure the Work for the CORBETT GROUND STORAGE TANK PROJECT, in accordance with the contract documents, complete in place	LS	1	\$475,000.00	\$475,000.00
2	Total amount for furnishing all labor, materials, services, equipment, and appurtenances in conjunction with and incidental to all work (site work, general construction) for execution of the CORBETT GROUND STORAGE TANK PROJECT in conformance with the Project Documents, with the exception of those items specifically listed in other bid items.	LS	1	\$6,358,814.00	\$6,358,814.00
3	Off-site – E Live Oak WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	L.S.	1	\$27,650.00	\$27,650.00
4	Off-site – NE Quad WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	L.S.	1	\$27,650.00	\$27,650.00
5	Allowance for City Public Service (CPS Energy) Electric Service	L.S.	1	\$30,000.00	\$30,000.00

ADDITIVE ALTERNATE 1					
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Off-site – E Live Oak WP – Interconnect (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	LS	1	\$108,903.00	\$108,903.00

Total of All Unit Price Bid Items – Corbett Ground Storage Tank & Additive Alternate 1				\$7,028,017.00	
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5.02

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be complete in accordance with Article 4 of the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;
 - B. List of Proposed Subcontractors;
 - C. List of Proposed Suppliers;
 - D. List of Project References;
 - E. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
 - F. Required Bidder Qualification Statement with supporting data; and
 - G. Form 1295 – Certificate of Interested Parties

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

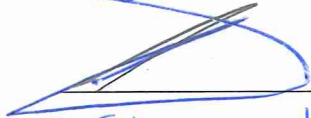
ARTICLE 9 – BID SUBMITTAL

BIDDER: [Indicate correct name of bidding entity]

Pesado Construction

By:

[Signature]



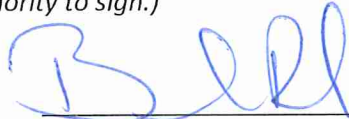
[Printed name]

Shane Hutson

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]



[Printed name]

Brenda Real

Title:

Controller

Submittal Date:

6/2/2022

Address for giving notices:

4848 Sinclair Rd

San Antonio, TX 78222

Telephone Number:

210-651-4452

Fax Number:

Contact Name and e-mail address:

Shane Hutson

shutson@pesadocconstruction.com

Bidder's License No.:

(where applicable)

QUALIFICATIONS STATEMENT

THE INFORMATION SUPPLIED IN THIS DOCUMENT IS CONFIDENTIAL TO THE EXTENT
PERMITTED BY LAWS AND REGULATIONS

1. SUBMITTED BY:

Official Name of Firm: Pesado Construction Company

Address: 4848 Sinclair Road

San Antonio, TX 78222

2. SUBMITTED TO:

City of Schertz

3. SUBMITTED FOR:

RFP - Corbett Ground Storage Tank - #BID 2022-004

Owner: City of Schertz

Project Name: Corbett Ground Storage Tank - #BID 2022-004

TYPE OF WORK:

Utilities

4. CONTRACTOR'S CONTACT INFORMATION

Contact Person: Shane Hutson

Title: President

Phone: 210-669-0834

Email: shutson@pesadoconstruction.com

5. AFFILIATED COMPANIES:

Name: _____ N/A _____

Address: _____

6. TYPE OF ORGANIZATION:

☐ SOLE PROPRIETORSHIP

Name of Owner: _____

Doing Business As: _____

Date of Organization: _____

☐ PARTNERSHIP

Date of Organization: _____

Type of Partnership: _____

Name of General Partner(s): _____

☒ CORPORATION

State of Organization: _____ Texas _____

Date of Organization: _____ May 17, 1991 _____

Executive Officers:

- President: _____ Shane Hutson _____

- Vice President(s): _____ Brian McGurk _____

- Treasurer: _____

- Secretary: _____ Brenda Real _____

☐ LIMITED LIABILITY COMPANY

State of Organization: _____

Date of Organization: _____

Members: _____

☐ JOINT VENTURE

Sate of Organization: _____

Date of Organization: _____

Form of Organization: _____

Joint Venture Managing Partner

- Name: _____

- Address: _____

Joint Venture Managing Partner

- Name: _____

- Address: _____

Joint Venture Managing Partner

- Name: _____

- Address: _____

7. LICENSING

Jurisdiction: N/A

Type of License: _____

License Number: _____

Jurisdiction: _____

Type of License: _____

License Number: _____

8. CERTIFICATIONS

CERTIFIED BY:

Disadvantage Business Enterprise: N/A

Minority Business Enterprise: _____

Woman Owned Enterprise: _____

Small Business Enterprise: _____

Other (_____): _____

9. BONDING INFORMATION

Bonding Company: Continental Casualty Company

Address: 151 North Franklin, 17th Floor

Chicago, IL 60606

Bonding Agent: Catto & Catto

Address: 106 S. Saint Mary's Street, 8th Floor

San Antonio, TX 78205

Contact Name: Dana Michaelis

Phone: 210-222-2161 Ext. 214

Aggregate Bonding Capacity: \$112,500,000.00

Available Bonding Capacity as of date of this submittal: \$79,000,000.00

10. FINANCIAL INFORMATION

Financial Institution: Jefferson Bank

Address: P.O. Box 5190
San Antonio, TX 78201

Account Manager: Hector Torres

Phone: 210-414-0047

INCLUDE AS AN ATTACHMENT AN AUDITED BALANCE SHEET FOR EACH OF THE
LAST 3 YEARS

11. CONSTRUCTION EXPERIENCE:

Current Experience:

List on **Schedule A** all uncompleted projects currently under contract (If Joint Venture list each participant's projects separately).

Previous Experience:

List on **Schedule B** all projects completed within the last 5 Years (If Joint Venture list each participant's projects separately).

Has firm listed in Section 1 ever failed to complete a construction contract awarded to it?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a construction contract awarded to them in their name or when acting as a principal of another entity?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Are there any judgments, claims, disputes or litigation pending or outstanding involving the firm listed in Section 1 or any of its officers (or any of its partners if a partnership or any of the individual entities if a joint venture)?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

12. SAFETY PROGRAM:

Name of Contractor's Safety Officer: Juan Ramos

Include the following as attachments:

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) OSHA No. 500- Log & Summary of Occupational Injuries & Illnesses for the past 5 years.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all OSHA Citations & Notifications of Penalty (monetary or other) received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all safety citations or violations under any state all received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide the following for the firm listed in Section V (and for each proposed Subcontractor furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) the following (attach additional sheets as necessary):

Workers' compensation Experience Modification Rate (EMR) for the last 5 years:

YEAR	<u>2021</u>	EMR	<u>1.02</u>
YEAR	<u>2020</u>	EMR	<u>1.01</u>
YEAR	<u>2019</u>	EMR	<u>0.93</u>
YEAR	<u>2018</u>	EMR	<u>0.90</u>
YEAR	<u>2017</u>	EMR	<u>1.24</u>

Total Recordable Frequency Rate (TRFR) for the last 5 years:

YEAR	<u>2021</u>	TRFR	<u>0</u>
YEAR	<u>2020</u>	TRFR	<u>0</u>
YEAR	<u>2019</u>	TRFR	<u>1.54</u>
YEAR	<u>2018</u>	TRFR	<u>.61</u>
YEAR	<u>2017</u>	TRFR	<u>0</u>

Total number of man-hours worked for the last 5 Years:

YEAR	<u>2021</u>	TOTAL NUMBER OF MAN-HOURS	<u>305,783</u>
YEAR	<u>2020</u>	TOTAL NUMBER OF MAN-HOURS	<u>363,107</u>
YEAR	<u>2019</u>	TOTAL NUMBER OF MAN-HOURS	<u>389,616</u>
YEAR	<u>2018</u>	TOTAL NUMBER OF MAN-HOURS	<u>328,255</u>
YEAR	<u>2017</u>	TOTAL NUMBER OF MAN-HOURS	<u>241,507</u>

Provide Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) Days Away From Work, Days of Restricted Work Activity or Job Transfer (DART) incidence rate for the particular industry or type of Work to be performed by Contractor and each of Contractor's proposed Subcontractors and Suppliers) for the last 5 years:

YEAR	<u>2021</u>	DART	<u>0</u>
YEAR	<u>2020</u>	DART	<u>0</u>
YEAR	<u>2019</u>	DART	<u>1.54</u>
YEAR	<u>2018</u>	DART	<u>.61</u>
YEAR	<u>2017</u>	DART	<u>0</u>

13. EQUIPMENT:

MAJOR EQUIPMENT:

List on **Schedule C** all pieces of major equipment available for use on Owner's Project.

I HEREBY CERTIFY THAT THE INFORMATION SUBMITTED HERewith, INCLUDING ANY ATTACHMENTS, IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NAME OF ORGANIZATION: Pesado Construction Company

BY: [Signature]

TITLE: President

DATED: 06/02/2022

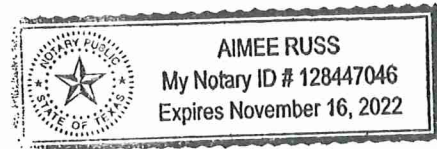
NOTARY ATTEST:

SUBSCRIBED AND SWORN TO BEFORE ME

THIS 2nd DAY OF June, 2022

NOTARY PUBLIC - STATE OF Texas

MY COMMISSION EXPIRES: Bevat



REQUIRED ATTACHMENTS

1. Schedule A (Current Experience).
2. Schedule B (Previous Experience).
3. Schedule C (Major Equipment).
4. Audited balance sheet for each of the last 3 years for firm named in Section 1.
5. Evidence of authority for individuals listed in Section 7 to bind organization to an agreement.
6. Resumes of officers and key individuals (including Safety Officer) of firm named in Section 1.
7. Required safety program submittals listed in Section 13.
8. Additional items as pertinent.

CURRENT EXPERIENCE

SCHEDULE A

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Comal Water Transmission Line	Name: Rex Walker Address: 1326 S Main Street Boerne, TX 78006 Telephone: 210-664-4010	Name: Lee Niles Company: Pape-Dawson Engineers Telephone: 210-375-9000		Underground Utility		\$9,736,395.05
Surface Water Treatment Plant Discharge Water Line	Name: Erin Mills Address: PO Box 310289 New Braunfels, TX 78131 Telephone: 361-331-1119	Name: Jesse Guerra Company: Freese and Nichols Telephone: 210-510-1278		Underground Utilities		\$11,530,334.50
Well 4 to Grandview Water Main	Name: Paula Dubois Address: PO Box 310289 New Braunfels, TX 78131 Telephone: 830-608-8827	Name: Jake Heilmann Company: Freese and Nichols Telephone: 830-370-5174		Underground Utilities		\$4,927,820.00
Micron Pump Station Well Pump No. 4	Name: Henry Garza Address: 2800 US Hwy 281 North San Antonio, TX 78298 Telephone: 210-233-3468	Name: Ismael Rosales Company: San Antonio Water System Telephone: 210-233-3705		Underground Utilities		\$2,631,719.44
Biedenharn Pump Station and Tank	Name: Jennifer Ramirez Address: 1718 Dry Creek Way, suite 120 San Antonio, TX 78259 Telephone: 210-581-8831	Name: Bart Lamond Company: Pape-Dawson Telephone: 210-375-9000		Underground Utilities		\$4,002,036.50
Grandview Pump Station	Name: Lara Cornell Address: PO Box 310289 New Braunfels, TX 78131 Telephone: 830-608-8965	Name: Jake Heilmann Company: Freese and Nichols Telephone: 830-370-5174		Underground Utilitied		\$5,240,533.38
SAC First Responders Academy	Name: Omar Garcia Address: 13750 San Pedro Ave., Ste. 420 San Antonio, TX 78232 Telephone: 713-209-1889	Name: Pedro Rico Company: Gessner Engineering, LLC Telephone: 979.307.5428		Underground Utilities & Sitemwork		1,561,373.00

SCHEDULE B

PREVIOUS EXPERIENCE (Include ALL Projects Completed within last 5 years)

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
CMAR Water Plant Pump Station No.5 & Piping	Name: Tina Rocha Address: PO Box 310289 New Braunfels, TX 78131 Telephone: 830-608-8868	Name: Nick Puckett Company: New Braunfels Utilities Telephone: 830-608-8924		Underground Utilities		\$4,938,304.67
CMAR-Surface Water Treatment Plant	Name: Daniel Ramirez Address: PO Box 310289 New Braunfels, TX 78131 Telephone: 830-608-8861	Name: Anne Carrel Hoskins Company: Freese and Nichols, Inc. Telephone: 214-729-0092		Underground Utilities		\$1,102,162.94
San Antonio Street Improvements	Name: Ian Taylor Address: Telephone: 830-629-8448	Name: Jake Heilmann IV Company: Freese and Nichols, Inc. Telephone: 832-827-4329		Underground Utilities		\$4,711,911.25
N. Kuehler 30 to 33 Interceptor PH II	Name: Erin Mills Address: Telephone: 361-831-1119	Name: Jesse Guerra Company: Plummer Telephone: 210-854-7649		Underground Utilities		\$8,577,303.47
Central Water Integration Pipeline Segment 5-4	Name: Alissa R. Lockett Address: Telephone: 210-233-3401	Name: Julian Pineda Company: Case Engineering Telephone: 210-233-3727		Underground Utilities		\$5,001,619.79
Center Point Wastewater Collection	Name: Charlie Hastings Address: Telephone: 830-896-9046	Name: Don Burger Company: Tetra Tech Telephone: 210-299-7909		Underground Utilities		\$26,673,468.24
Corbett Elevated Tank	Name: Michael Pope Address: 1665 Harmon Road Houston, TX 76177 Telephone: 832-414-1412	Name: Company: Ford Engineering Telephone: 210-590-4777		Underground Utilities		\$1,851,436.20

SCHEDULE B

PREVIOUS EXPERIENCE (include ALL Projects Completed within last 5 years)

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Westpointe W. Off-Site Sewer Ext.	Name: Roxanne Lockhart Address: Telephone: 210-233-3095	Name: David C. Garcia Company: SAWS Telephone: 210-233-3288		Underground Utilities		\$5,659,885.99
VA San Antonio CBOC	Name: Drew Watkins Address: Telephone: 801-574-1581	Name: Ryan Homer Company: Jacobsen Construction Company Telephone: 801-403-0386		Underground Utilities		\$15,445,009.80
Ridgewood Lot 13	Name: Taylor Jendrusch Address: Telephone: 210-760-3765	Name: Company: Telephone:		Underground Utilities/ Stework		\$3,128,761.02
TAMU SA Acadimic & Admin. Bldg.	Name: Rex Cody, AC Address: Telephone: 210-669-1079	Name: Company: Telephone:		Underground Utilities		\$822,095.24
Microsoft Data Center SAT 09 & 10	Name: Anthony O'Leary Address: Telephone: 210-291-8483	Name: Company: Telephone:		Wet & Dry Utilities		\$15,358,637.45
Microsoft SAT 13-14	Name: Anthony O'Leary Address: Telephone: 210-291-8483	Name: Company: Telephone:		Wet & Dry Utilities		\$12,716,027.11
Blocker Lane West Expansion	Name: Chris Shoeman Address: Telephone: 512-426-9908	Name: Company: Telephone:		Utilities		\$38,135,998.74

SCHEDULE C - LIST OF MAJOR EQUIPMENT AVAILABLE

[illegible]

Pesado Construction Company Equipment List - 2022

Fuel Truck Peterbilt 378 2001

Water Truck 1996 (Yellow)

Kenworth Haul Truck 2014

4700 Intl Dump Truck 1995

Water Truck Ford F750 2011

Water Truck Ford F650 2002

Water Truck International 2015

Fuel Truck Sterling 2005

Water Truck International 1984

Kenworth Haul Truck 2016

4700 Truck Mt Attenuator 2001 (White)

Freightliner Dump Truck 2015

Freightliner Dump Truck 2014

4700 Truck Mt Attenuator 2000 (Red)

Water Truck Ford F750 2007

Caterpillar CT660S Day Cab Truck 2013

Fuel/Lube Truck Ford 1998

Sterling Mechanic Truck 2004 (Jason)

Fuel/Lube Truck Peterbilt 2005

Water Truck International 2009

Water Truck International 2011

Water Truck International 2012

Water Truck International 2011

Water Truck International 2011

Water Truck Freightliner 2014

VAC Master 4000 2008

Water Truck 1984

Water Truck 1984

Water Truck 1987

Cat 725C Artic Rock Truck

Cat 730 Artic Dump Truck 2012

Cat 730 Artic Truck

Utility Trailer P8 16" Ramps 2018

Tiger 20ft Gooseneck Trailer 2019

Gooseneck Trailer 2020 (Ranch)

Ranco End Dump Trailer 2004

Utility Trailer 2020 for Skidsteer

Utility Trailer 2004 (RCBlackmon)

S&H Cargo 14' Trailer 2006 (Angel)

Ledwell Flatbed Trailer 2008

BIGT Magnum Trailer 2007

Cargo Trailer 6x12 2021(Alfredo)

Cap Hiboy Flatbed Trailer 1997

Trail King Lowboy Trailer 2000

Dragon Trailer 2012 (Grey)

Utility Trailer 2007

JD 130G Excavator 2019

JD 245G Excavator 2015

JD 245G Excavator 2018

JD 470GLC Excavator 2014

JD 245G Excavator 2015

JD 50G Mini Excavator 2017

JD 245G Excavator 2015

JD 85G Mini Excavator 2020

JD 245G Excavator 2016

JD 245G Excavator 2021

JD 544K Loader 2018

JD 345GLC Excavator 2018

JD 130GLC Excavator 2017

JD 350GLC Excavator 2018

JD 50G Mini Excavator 2018

JD 331G Skidsteer Tracks 2018

JD 331G Skidsteer 2019

JD 317G Skidsteer Tracks 2019

JD 317G Skidsteer Tracks 2017

JD 331G Skidsteer Tracks 2018

JD 544K Wheel Loader 2018

JD 624H Wheel Loader

JD 544K Wheel Loader 2015

Utility Trailer 2014

Utility TL-Black 2014 (ramps)

Maxey Utility Trailer 16'-2015

Maxey Trailer12' Hydrotest2015

NGB Trailer 2006

Red Cage Trailer

Yantis Water Trailer 2001

Lowboy Trailer 2008

Trailer for back of Lowboy 2009 (Stinger)

Hydro Pressure Washer 2001

JD 345GLC Excavator 2018

JD 470G LC Excavator 2013

JD 180G LC Excavator 2012

JD 135G Excavator 2017

JD 670GLC Excavator 2017

JD 35G Mini Excavator 2020

JD 245G Excavator 2019

JD 85G Mini Excavator 2018

JD 210GLC Excavator 2015

JD 245G Excavator 2017

Komatsu PC350LC Excavator 2011

Cat 365BL Excavator 1999(TREP at RDO)

JD 135G Excavator 2022

JD 50G Mini Excavator 2016

JD 544K Wheel Loader 2017

JD 544K Wheel Loader 2015

JD 544L Wheel Loader 2019

JD 544L Loader 2019

JD 544K Wheel Loader 2015

JD 644J Wheel Loader 2006

JD 544K Wheel Loader 2016

JD 544J 4WD Wheel Loader

JD 624K Wheel Loader 2012

JD 624K Wheel Loader 2014

JD 544K Wheel Loader 2017

JD 544L Wheel Loader 2019

JD 310SJ Backhoe 2011

Cat 420E Backhoe 2011

JD 310SG Backhoe 2005

JD 310J Backhoe 2011

JD 310G 4x4 Backhoe 2005

JD 710J Backhoe 2010

3410 Hamm Roller Padfoot

3410 Hamm Smooth Roller 2013

Cat 815B Compactor 1995

Ingersol Rand Roller SD4DF

Sakai Roller

Hamm H11IX Smooth Roller

Hamm H10 Smooth Roller 2019

Ingersol Rand Vibratory Roller

Cat Vibrator Padfoot Roller 2005

Ingresol Rand SD100D Roller

Brace RJ350 Broom 2008

8' Riding Sweeper

72" Sweep

8' Riding Sweeper 2012

JD 850K Crawler Dozer 2012

JD 700K Dozer 2017

JD 772G Motor Grader 2015

JD 672G Motor Grader 2015

JD 772G Motor Grader 2015

Cat D8T Dozer 2007

**PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 2,698,032	\$ 124,932
Accounts Receivable - Trade	7,899,018	5,991,500
Accounts Receivable - Retainage	4,774,330	3,654,969
Accounts Receivable - Employees	-	47,310
Accounts Receivable - Related Parties	420,222	471,182
Accounts Receivable - Others	5,000	-
Costs and Estimated Earnings in Excess Of Billings on Uncompleted Contracts	656,831	302,127
Prepaid Expenses	76,305	23,843
Current Portion of Note Receivable	-	15,702
Total Current Assets	<u>16,529,738</u>	<u>10,631,565</u>
PROPERTY AND EQUIPMENT		
Buildings	364,678	174,832
Furniture and Fixtures	34,515	34,515
Leasehold Improvements	84,999	84,999
Machinery and Equipment	12,907,852	10,690,979
Less: Accumulated Depreciation	<u>(5,500,339)</u>	<u>(5,079,084)</u>
Net Property and Equipment	<u>7,891,705</u>	<u>5,906,241</u>
OTHER ASSETS		
Note Receivable - Long-Term	-	212,853
Investment in Insurance Stock	<u>36,000</u>	<u>36,000</u>
Total Other Assets	<u>36,000</u>	<u>248,853</u>
TOTAL ASSETS	<u>\$ 24,457,443</u>	<u>\$ 16,786,659</u>

**PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
CURRENT LIABILITIES		
Accounts Payable - Trade	\$ 5,131,776	\$ 3,685,048
Accounts Payable - Retainage	1,492,359	924,975
Billings in Excess of Costs and Estimated Earnings on Uncompleted Contracts	4,954,453	961,407
Accrued Liabilities	104,392	32,940
Accrued Loss on Jobs in Progress	34,061	-
Line of Credit	-	800,000
State Income Tax Payable	45,244	33,020
Current Portion of Long-Term Debt	<u>989,472</u>	<u>833,397</u>
Total Current Liabilities	<u>12,751,757</u>	<u>7,270,787</u>
LONG-TERM LIABILITIES		
Notes Payable - Net of Current Portion	748,580	948,760
Deferred Taxes	<u>22,014</u>	<u>16,852</u>
Total Long-Term Liabilities	<u>770,594</u>	<u>965,612</u>
STOCKHOLDER'S EQUITY		
Common Stock	5,000	5,000
Retained Earnings	10,940,092	8,555,260
Treasury Stock	<u>(10,000)</u>	<u>(10,000)</u>
Total Stockholder's Equity	<u>10,935,092</u>	<u>8,550,260</u>
TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	<u>\$ 24,457,443</u>	<u>\$ 16,786,659</u>

**PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2018 AND 2017**

	<u>2018</u>	<u>2017</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 124,932	\$ 430,516
Accounts Receivable - Trade	5,991,500	7,196,803
Accounts Receivable - Retainage	3,654,969	2,957,458
Accounts Receivable - Employees	47,310	9,664
Accounts Receivable - Unbilled	-	14,695
Accounts Receivable - Related Parties	471,182	519,182
Costs and Estimated Earnings in Excess of Billings on Uncompleted Contracts	302,127	301,819
Prepaid Expenses	23,843	18,076
Current Portion of Note Receivable	<u>15,702</u>	<u>13,970</u>
Total Current Assets	<u>10,631,565</u>	<u>11,462,183</u>
PROPERTY AND EQUIPMENT		
Buildings	174,832	118,473
Furniture and Fixtures	34,515	34,515
Leasehold Improvements	84,999	84,999
Machinery and Equipment	10,690,979	8,739,095
Less: Accumulated Depreciation	<u>(5,079,084)</u>	<u>(4,115,441)</u>
Net Property and Equipment	<u>5,906,241</u>	<u>4,861,641</u>
OTHER ASSETS		
Note Receivable - Long-Term	212,853	225,538
Investment in Insurance Stock	<u>36,000</u>	<u>36,000</u>
Total Other Assets	<u>248,853</u>	<u>261,538</u>
TOTAL ASSETS	<u><u>\$ 16,786,659</u></u>	<u><u>\$ 16,585,362</u></u>

PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2018 AND 2017

	<u>2018</u>	<u>2017</u>
CURRENT LIABILITIES		
Accounts Payable - Trade	\$ 3,685,048	\$ 4,592,196
Accounts Payable - Retainage	924,975	1,338,115
Billings in Excess of Costs and Estimated Earnings on Uncompleted Contracts	961,407	2,267,639
Accrued Liabilities	32,940	104,682
Accrued Loss on Jobs in Progress	-	4,515
Line of Credit	800,000	-
State Income Tax Payable	33,020	24,449
Current Portion of Long-Term Debt	<u>833,397</u>	<u>723,129</u>
Total Current Liabilities	<u>7,270,787</u>	<u>9,054,725</u>
LONG-TERM LIABILITIES		
Notes Payable - Net of Current Portion	948,760	710,609
Deferred Income Tax - State	<u>16,852</u>	<u>13,924</u>
Total Long-Term Liabilities	<u>965,612</u>	<u>724,533</u>
STOCKHOLDER'S EQUITY		
Common Stock	5,000	5,000
Retained Earnings	8,555,260	6,811,104
Treasury Stock	<u>(10,000)</u>	<u>(10,000)</u>
Total Stockholder's Equity	<u>8,550,260</u>	<u>6,806,104</u>
TOTAL LIABILITIES AND STOCKHOLDER'S EQUITY	<u><u>\$ 16,786,659</u></u>	<u><u>\$ 16,585,362</u></u>

PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 2,338,143	\$ 2,698,032
Accounts Receivable - Trade	9,464,200	7,899,018
Accounts Receivable - Retainage	5,356,112	4,774,330
Accounts Receivable - Employees	40,505	-
Accounts Receivable - Related Parties	363,222	420,222
Accounts Receivable - Others	35,902	5,000
Costs and Estimated Earnings in Excess Of Billings on Uncompleted Contracts	1,229,361	656,831
Prepaid Expenses	5,381	3,216
Prepaid Insurance	-	73,089
Total Current Assets	<u>18,832,826</u>	<u>16,529,738</u>
PROPERTY AND EQUIPMENT		
Buildings	364,678	364,678
Furniture and Fixtures	34,515	34,515
Leasehold Improvements	84,999	84,999
Machinery and Equipment	14,152,500	12,907,852
Less: Accumulated Depreciation	<u>(6,265,249)</u>	<u>(5,500,339)</u>
Net Property and Equipment	<u>8,371,443</u>	<u>7,891,705</u>
OTHER ASSETS		
Deposits	16,290	-
Investment in Insurance Stock	<u>36,000</u>	<u>36,000</u>
Total Other Assets	<u>52,290</u>	<u>36,000</u>
TOTAL ASSETS	<u><u>\$ 27,256,559</u></u>	<u><u>\$ 24,457,443</u></u>

**PESADO CONSTRUCTION COMPANY
BALANCE SHEETS
DECEMBER 31, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
CURRENT LIABILITIES		
Accounts Payable - Trade	\$ 7,526,762	\$ 5,131,776
Accounts Payable - Retainage	1,491,668	1,492,359
Billings in Excess of Costs and Estimated Earnings on Uncompleted Contracts	1,860,833	4,954,453
Accrued Liabilities	53,792	104,392
Accrued Loss on Jobs in Progress	84,461	34,061
State Tax Payable	56,802	45,244
Current Portion of Long-Term Debt	<u>818,705</u>	<u>989,472</u>
Total Current Liabilities	<u>11,893,023</u>	<u>12,751,757</u>
LONG-TERM LIABILITIES		
Notes Payable - Net of Current Portion	499,186	748,580
Deferred Taxes	<u>27,417</u>	<u>22,014</u>
Total Long-Term Liabilities	<u>526,603</u>	<u>770,594</u>
STOCKHOLDERS' EQUITY		
Common Stock	5,000	5,000
Retained Earnings	14,841,933	10,940,092
Treasury Stock	<u>(10,000)</u>	<u>(10,000)</u>
Total Stockholders' Equity	<u>14,836,933</u>	<u>10,935,092</u>
TOTAL LIABILITIES AND STOCKHOLDERS' EQUITY	<u><u>\$ 27,256,559</u></u>	<u><u>\$ 24,457,443</u></u>



May 31, 2022

To Whom It May Concern

RE: Authorized Members for Signing Documents

The below listed names are Officer's of Pesado Construction Company.

William Hunter – Principal

Shane Hutson – President

Additionally, below are the other authorized signatories for Pesado Construction Company on contracts, change orders, and lien releases.

Shane Ahrens – Senior Project Manager

Brian McGurk – Vice President

Brenda Real – Controller

Please feel free to contact me with any additional questions or concerns regarding the information above.

Thank you,

William Hunter

William Hunter – Principal
Pesado Construction Company



Company Resumes

William H. Hunter-CFO

Mobile: 210-669-4216

B.S. Degree May 1984 from the University of Texas
Austin, Texas

Major: Business Administration/Finance

William started in the Construction Industry in June of 1984 until he founded Pesado Construction in May 1991

John Shane Hutson- President

Mobile: 210-669-0834

Education: Attended Southeastern Louisiana State University (Hammond, Louisiana)

Experience: Shane has been involved in the construction industry since 1990. Prior to his tenure with Pesado Construction Co. (PCC), he held various positions in the residential and commercial construction arena.

Shane started with PCC in November 2002 with the position of Project Superintendent. Here, he successfully managed projects ranging from \$300,000 - \$26 million, while managing multiple utility crews simultaneously. After multiple years of continued success and growth at this position, Shane was promoted to Vice President/Operations Manager which is the position he currently holds. During his tenure with PCC, annual revenues have risen from \$6 million to \$25 million. Currently, Shane manages an equipment fleet numbering over 80 pieces with a value of approximately \$5 million dollars, 2 general superintendents, 2 project managers, and 8 – 9 utility crews. Mr. Hutson also managed Alamo Guenther Sewer Siphon project which won the South Texas Chapter ABC 2015 “Excellence in Construction” Award in the Heavy Infrastructure category.

Mr. Hutson has dedicated over 25 years to the construction industry and he has continually shown the ability to learn, adapt and excel in all the positions he has held. His general construction experience is invaluable as part of the larger project team on the larger development projects PCC executes, and his extensive experience in underground electrical and main utilities keeps PCC moving forward on the projects that are the lifeblood of our company. Mr. Hutson also keeps up with all the technological advances within the industry on a daily basis.



C. Shane Ahrens – Senior Project Manager

Texas A&M University, College Station, TX

Bachelor of Science in Construction Science (Graduation – December 1998)

Shane has over 14 years of experience in Construction Management with projects ranging from complex infrastructure projects such as treatment plants and roadway systems to integrated projects such as airports expansions and treatment system component structures as followed.

Completed or participated in the execution of contracts for TTA, TXDOT, City of Austin, City of San Marcos, GBRA, and the City of San Antonio. As an assistant superintendent, project engineer, and assistant project manager, responsibilities included the following:

San Antonio International Airport Expansion – Est. \$35 Million

Responsible for execution of change order process; including negotiation, tracking and contract amendments.

Supervised project controls implementation and assisted with day-to-day process.

Responsible for procurement of material and subcontractor buy-out for various portions of original and additional scope.

Responsible for revenue reporting and projecting.

US281 North Tollway Proposal Team (ARMA) – Est. \$500 Million

Estimator responsible for drainage and landscaping for entire 8-mile project.

GBRA Regional Raw Water Improvements (GBRA) – Raw Water System Upgrades - \$11 Million

San Marcos Surface Water Treatment Plant (City of San Marcos) – 21 MGD Expansion - \$8

MillionUlrich Water Treatment Plant (City of Austin) - 160 MGD Expansion – \$60 Million

Responsible for the execution of project controls including submittals, RFI's, and material/equipment procurement.

Coordinated with field supervision for material purchasing and procurement.

Responsible for pay application and schedule update.

Solely responsible for administering change order process and assisted senior project manager with pricing and procurement of job change orders.

Assisted AWC upper management and outside consultant with the collection of data to support issuance of substantial claim.

SH 45 Tollway Project at FM 1325 and IH 35 - \$109 Million

Asst. Superintendent in charge of the installation of underground utilities; including storm sewer system by Archer Western Contractors, and utility bores and water / waste water lines by subcontractors.

Duties encompassed all facets of storm sewer installation, including production, material ordering, scheduling, equipment utilization and safety. Concurrently directed underground completion schedule, evaluated performance of subcontractors under my scope of work, and interfaced with owner's representative and City of Round Rock representative to ensure quality and accuracy of installation.

Additional duties included assisting general superintendent with the implementation and supervision of the Traffic Control Plan, including lane closures, CTB setting, and quad-guard installations on FM 1325 and IH 35.

As a Project Manager, Shane understands the various levels of coordination that are required to successfully execute these projects. Shane was the Project Manager for Pesado Construction Company on



Singing Hills Infrastructure Development Unit #1, which consisted of a new Wastewater treatment plant, Lift station, and utility work for a major development in Bulverde, TX. WWTP consist of a 212,000 gal storage tank, package plant, structural concrete, pump station, electrical / instrumentation, and plant piping. Lift station includes the 96" diameter wet well, pumps and piping. The utility package includes 10 barrel 10'x6' box culverts, storm drain to 60" diameter, 25' wide storm structures, sewer to 20' deep, and water main to 16" diameter. Shane has also

Peter McMahon – Project Manager

Pater has 4 years of experience in the Construction Industry and is proficient with computer applications as required to perform responsibilities: Bluebeam, AutoCAD, SolidWorks, MS Word, MS Excel, MS Project, MATLAB. Excellent interpersonal and teamwork skills, strong desire to learn, and ability to communicate well both verbally and in writing. Tremendous in schedule making, creating and keeping deadlines, goal setting and meeting goals, decision making. High degree of independent thinking, attention to detail, and resourcefulness.

Martin Garcia Jr. – Project Manager

Martin has 8 years of experience in the Construction Industry; he has been an Estimator and Project Manager at Pesado Construction since 2014 while finishing his Bachelor of Science Degree in Civil Engineering at UTSA. He is currently managing multiple projects consisting of commercial, private and public projects.

Brian William McGurk – General Superintendent

Brian has been in the Construction Industry for over twenty-five years. Mr. McGurk came to Pesado Construction in September 2003. Brian has managed projects ranging from \$100,000 to over \$29,000,000. He has experience with pipeline jobs, WWTP, booster pump stations, and underground utilities. Mr. McGurk has been the Project Manager on Town Creek Lift Station, Indian Hills Booster Pump Station, SAWS University Pump Station, Mines Road pipeline and many more.

R.C. Blackmon –Superintendent/Master Plumber

R.C. Blackmon has been employed with Pesado Construction since July 2007. Mr. Blackmon is a retired Seabee Master Chief and has extensive experience relating to the Plumbing Industry and holds his Masters Plumber's License. R.C. has managed projects ranging from \$100,000 to over \$3,000,000. Mr. Blackmon has been the Project Manager on the North West Vista College project, Intermodal Union Pacific Project, and many more.

Mike Blackmon – Project Superintendent/Plumber

Mobile: (210) 551-1525

Reports to the Project Manager and manages multiple crews on larger projects. Mike has been employed with Pesado Construction since 2008 . He has supervised projects ranging from \$100,000 to 7,500,000. Mr. Blackmon was the superintendent out at the Donna WWTP, Gonzales WWTP, Laredo Booster Pump Station, and Intermodal Union Pacific Project along with many others. Mr. Blackmon is a master plumber and former Seabee.



Juan Ramos –Project Safety Manager

Mobile: (210) 616-6538

Mr. Ramos has been employed here since 2007 and has worked his way from being a Project Superintendent to becoming the Project Safety Manager. He has worked on projects ranging from \$100,000 to \$5,000,000. Mr. Ramos has his OSHA 10, OSHA 30, OSHA 500, and OSHA 510 certification along with CPR and First Aid.

OSHA's Form 300A (Rev. 01/2004) Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35. In OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
(G) 0	(H) 0	(I) 0	(J) 0

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
(K) 0	(L) 0

Injury and Illness Types

Total number of...	(1) Injury	(2) Skin Disorder	(3) Respiratory Condition	(4) Poisoning	(5) Hearing Loss	(6) All Other Illnesses
(M)	0	0	0	0	0	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 59 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspect of this data collection, contact: US Department of Labor, OSHA, Office of Statistics, Room N-3544, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Pesado Construction
 Street 7054 Pipestone
 City Schertz State Texas Zip 78154
 Industry description (e.g., Manufacture of motor truck trailers)
Under Ground Utilities
 Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
2 3 7 1 1 0
 OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees 98
 Total hours worked by all employees last year 241507.5

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature] Company executive
 Title President
 Date 1/21/18
 (210)851-4452 Phone

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it. Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader. In addition, the forms are programmed to auto-calculate as appropriate.

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Identify the person

(A) Case no. (B) Employee's name (C) Job title (e.g., Welder)

Describe the case

(D) Date of injury or onset of illness (e.g., 2/10) (E) Where the event occurred (e.g., Loading dock north end) (F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)

Classify the case

SELECT ONLY ONE box for each case based on the most serious outcome for that case:

Death (G) Days away from work or restriction (H) Job transfer or restriction (I) Other recordable cases (J)

Enter the number of days the injured or ill worker was:

Away from work (K) On job transfer or restriction (L)

Select the "injury" column or choose one type of illness:

(M) Injury (1) Skin disorder (2) Respiratory condition (3) Poisoning (4) Hearing loss (5) All other illnesses (6)

(A) Case no.	(B) Employee's name	(C) Job title (e.g., Welder)	(D) Date of injury or onset of illness (e.g., 2/10)	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	(G) Death	(H) Days away from work or restriction	(I) Job transfer or restriction	(J) Other recordable cases	(K) Away from work	(L) On job transfer or restriction	(M) Injury (1) Skin disorder (2) Respiratory condition (3) Poisoning (4) Hearing loss (5) All other illnesses (6)
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OSHA's Form 300A (Rev. 01/2004)
Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1924 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases write "0".

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35. In OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	0	0

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
185	0

Number of Illnesses

Total number of...	(1) Injury	(2) Skin Disorder	(3) Respiratory Condition	(4) Poisoning	(5) Hearing Loss	(6) All Other Illnesses
	1	0	0	0	0	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 68 minutes per response, including time for reviewing instructions, searching existing data sources, gathering the data needed, reviewing the collection of information, responding to the collection of information, reviewing the instructions, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to Washington, DC 20503, and to the Office of Management and Budget, Paperwork Project Director (0704-0188). Do not send the collection of information to the Office of Management and Budget.

Establishment Information

Your establishment name Rescue Construction Company
Street 7054 Preston
City Schertz State Texas Zip 78154
Industry description (e.g., Manufacture of motor truck trailers)
Construction - Underground Utilities
Standard Industrial Classification (SIC), if known (e.g., SIC 3716)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 7 1 1 0

Employment Information

Annual average number of employees 146
Total hours worked by all employees last year 39265

Sign here Susan Prock
Knowing I am falsifying this document may result in a fine.

I certify that I have examined the document and that to the best of my knowledge the entries are true, accurate, and complete.


W.H. Company executive
RESHER Title
2/26/2009 Date

Year 2018



U.S. Department of Labor
Occupational Safety and Health Administration
Form OSHA 300A (Rev. 12/99)

Because the forms in this recordkeeping package are "fillable/variable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader. In addition, the forms are programmed to auto-calculate as appropriate.



Year 20 18
U.S. Department of Labor
Occupational Safety and Health Administration

gltx SCHERTZ TX Stella

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OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it.
Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Year 20 19

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OSHA no. 1318-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	3	0	0
(3)	(4)	(5)	(6)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
258	0
(7)	(8)

Injury and Illness Types

Total number of ...	(9)	(10)	(11)	(12)	(13)	(14)
(1) Injuries	3					
(2) Skin disorders	0					
(3) Respiratory conditions	0					
(4) Poisonings						
(5) Hearing loss						
(6) All other illnesses						

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time to review the instructions, search existing data sources, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this data collection, including suggestions for reducing the burden, to Washington, DC 20503. Do not send the completed forms to this office.

Establishment information

Your establishment name PESADO CONSTRUCTION

Street 7054 PIPESTONE

City SCHERTZ State TX Zip 78154

Industry description (e.g., Manufacture of motor truck trailers)
UNDER GROUND UTILITIES

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)

237110

Employment information (If you don't have these figures, see the Worksheet on the next page to estimate.)

Annual average number of employees 180

Total hours worked by all employees last year 389616

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive Title President
Date 1/16/2020
Phone 210-651-4452



Log of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it.
Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader. In addition, the forms are programmed to auto-calculate as appropriate.

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name
PESADOCOCONSTRUCTION
City **SCHERTZ** State **TX**

Year 20 19



Identify the person

Describe the case

Classify the case

(A) Case no.

(B) Employer's name

(C) Job title (e.g., Welder)

(D) Date of injury or onset of illness (e.g., 2/10)

(E) Where the event occurred (e.g., Loading dock north end)

(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)

(G) SELECT ONLY ONE box for each case based on the most serious outcome for that case:

(H) Enter the number of days the injured or ill worker was:

(I) On job with restricted activity

(J) Select the "injury" column or choose one type of illness:

(K) Injury

(L) Skin disorder

(M) Respiratory condition

(N) Poisoning

(O) Hearing loss

(P) All other illnesses

1

Operator

4 / 17

Yard at the Pit

Keystone driver struck Pesado's water truck with rear wheel

Death

Days away from work, restriction

176 days

0 days

Injury

3

0

0

0

0

Reset

Operator

10 / 8

Tibo's job site

EE broke ankle trying to break his fall

Death

Days away from work, restriction

53 days

0 days

Injury

3

0

0

0

0

Reset

Laborer

11 / 11

Microsoft job site

Fractured right ankle/foot

Death

Days away from work, restriction

29 days

0 days

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Reset

Operator

month / day

month / day

month / day

Death

Days away from work, restriction

month / day

month / day

Injury

3

0

0

0

0

Page totals

0

3

0

0

0

258

0

3

0

0

0

0

0

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instructions, search existing data sources, gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about this estimate of burden or any other aspect of this data collection, contact US Department of Labor, OSHA, Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Save Input

Add a Form Page

Page 1 of 1

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employers (former employees, and their representatives) have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
(G) 0	(H) 0	(I) 0	(J) 0

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
(K) 0	(L) 0

Injury and Illness Types

Total number of...	(1) Injury	(2) Skin Disorder	(3) Respiratory Condition	(4) Poisoning	(5) Hearing Loss	(6) All Other Illnesses
(M)	0	0	0	0	0	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 53 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA, Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Pasado Construction Company
 Street 7054 Pipestone
 City Scherz State TX Zip 76154
 Industry description (e.g., Manufacture of motor truck trailers)
Construction - Underground Utilities
 Standard Industrial Classification (SIC), if known (e.g., 336212)
2 3 7 1 1 0
 OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees 266
 Total hours worked by all employees last year 363107

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature]
 Company executive
210-651-4452 Phone 12/9/2020 Date
President Title

OSHA's Form 300A (Rev. 04/2004)

Summary of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it.
Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Year 20

U.S. Department of Labor
Occupational Safety and Health Administration
Form approved OMB no. 1218-0175

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(g)	(h)	(i)	(j)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(k)	(l)

Injury and Illness Types

Total number of ...			
(m)		(n)	
(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time for reviewing the instructions, searching existing data sources, gathering the data needed, and completing and reviewing the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about this burden estimate or any other aspect of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Pesado Construction Company

Street 4848 Sinclair Rd.

City San Antonio State TX Zip 78222

Industry description (e.g., Manufacture of motor truck trailers)
Underground Utilities

North American Industrial Classification (NAICS), if known (e.g., 336212)

237110

Employment information (If you don't have these figures, see the Worksheet on the next page to estimate.)

Annual average number of employees 135

Total hours worked by all employees last year 305,783.42

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge, the entries are true, accurate, and complete.

Company executive Title President

Phone 210-651-4452

Date 2/17/2002

Reset



OSHA Citations & Notifications of Penalty

NONE



Safety Citations or Violations

NONE



List of Subcontractors & Suppliers

Suppliers

Core & Main
Vulcan Materials
Pump Solutions, Inc.
Ameritex Pipe & Products, LLC
Park Environmental Equipment, LTD

Subcontractors

Preload, LLC.
Proline Paving
Lone Star Precast
National Work
RRMTZ Concrete Services, LLC
Environmental Allies
Diamondback Mechanical Group
Monarch Fence
Fencecrete America, Inc.
Arias Geopprofessionals
Alterman, Inc.

12. SAFETY PROGRAM:

Name of Contractor's Safety Officer: _____

Include the following as attachments:

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) OSHA No. 500- Log & Summary of Occupational Injuries & Illnesses for the past 5 years.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all OSHA Citations & Notifications of Penalty (monetary or other) received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all safety citations or violations under any state all received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide the following for the firm listed in Section V (and for each proposed Subcontractor furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) the following (attach additional sheets as necessary):

Workers' compensation Experience Modification Rate (EMR) for the last 5 years:

YEAR	<u>2021</u>	EMR	<u>0.54</u>
YEAR	<u>2020</u>	EMR	<u>0.65</u>
YEAR	<u>2019</u>	EMR	<u>0.62</u>
YEAR	<u>2018</u>	EMR	<u>0.63</u>
YEAR	<u>2017</u>	EMR	<u>0.63</u>

Total Recordable Frequency Rate (TRFR) for the last 5 years:

YEAR	<u>2021</u>	TRFR	<u>1.60</u>
YEAR	<u>2020</u>	TRFR	<u>1.54</u>
YEAR	<u>2019</u>	TRFR	<u>1.61</u>
YEAR	<u>2018</u>	TRFR	<u>0.90</u>
YEAR	<u>2017</u>	TRFR	<u>0.70</u>

Total number of man-hours worked for the last 5 Years:

YEAR	<u>2021</u>	TOTAL NUMBER OF MAN-HOURS	<u>2,870,775</u>
YEAR	<u>2020</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,688,788</u>
YEAR	<u>2019</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,734,017</u>
YEAR	<u>2018</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,326,906</u>
YEAR	<u>2017</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,144,192</u>

Provide Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) Days Away From Work, Days of Restricted Work Activity or Job Transfer (DART) incidence rate for the particular industry or type of Work to be performed by Contractor and each of Contractor's proposed Subcontractors and Suppliers) for the last 5 years:

YEAR	<u>2021</u>	DART	<u>1.18</u>
YEAR	<u>2020</u>	DART	<u>1.07</u>
YEAR	<u>2019</u>	DART	<u>1.27</u>
YEAR	<u>2018</u>	DART	<u>0.45</u>
YEAR	<u>2017</u>	DART	<u>0.52</u>

13. EQUIPMENT:

MAJOR EQUIPMENT:

List on **Schedule C** all pieces of major equipment available for use on Owner's Project.

Safety Performance Rates

As of 02/08/2022

* EMR renews on 4/30 of each year, it typically does **NOT** change until later in the year but.... it can!

Modification Rate (EMR):							
2022	0.54						
2021	0.54						EMR = Experience Modifier Rate
2020	0.65						
2019	0.62						
2018	0.63						
2017	0.63						
2016	0.65						
2015	0.58						
2014	0.64						
2013	0.80						
2012	0.94						
2011	0.75						
2010	0.74						
Recordable Cases (TRC):							
	Hours Worked		Recordable Incidents		Avg. # Employees		
2021	1.60		2,870,775		1436		(RIR) or (TRC)
2020	1.54		1,688,788		852		% and # of cases
2019	1.61		1,734,017		862		
2018	0.90		1,326,906		673		RIR = Recordable Incident Rate
2017	0.70		1,144,192		658		TRC = Total Recordable Cases
2016	1.61		1,117,725		552		TRIR = Total Recordable Incident Rate
2015	1.48		1,621,168		767		TIR = Total Injury Rate
2014	0.60		1,008,268		551		TCIR = Total Case Incident Rate
2013	1.37		1,311,127		644		
2012	3.58		1,062,349		525		
2011	2.25		890,102		423		
2010	2.38		1,006,591		475		
DART Rate:							
	Hours Worked		Lost Time/Restricted		Avg. # Employees	Lost Workdays	Restricted Days
2021	1.18		2,870,775		1436	10	657 (DART)
2020	1.07		1,688,788		852	0	160 Lost Time
2019	1.27		1,734,017		862	28	160 & Restricted
2018	0.45		1,326,906		673	0	17 Days
2017	0.52		1,144,192		658	0	43
2016	1.25		1,117,725		552	79	321 DART = Days
2015	0.99		1,621,168		767	26	388 Away
2014	0.40		1,008,268		551	49	7 Restricted
2013	0.76		1,311,127		644	47	681 or Transferred
2012	2.45		1,062,348		525	4	745
2011	1.35		890,102		423	5	156
2010	1.59		1,006,591		475	61	422
Days Away Rate:							
	Hours Worked		Lost Workday Cases		Avg. # Employees	Lost Workdays	
2021	0.07		2,870,775		1436	10	(LTIR)
2020	0.00		1,688,788		852	0	Days Away
2019	0.12		1,734,017		862	28	Rate & Lost
2018	0.00		1,326,906		673	0	Workdays
2017	0.00		1,144,192		658	0	
2016	0.18		1,117,725		552	79	LTIR = Lost
2015	0.25		1,621,168		767	26	Time Incident
2014	0.20		1,008,268		551	49	Rate
2013	0.46		1,311,127		644	47	
2012	0.19		1,062,349		525	4	
2011	0.22		890,102		423	5	
2010	0.40		1,006,591		475	61	
Transfer / Restriction Rate:							
	Hours Worked		Restricted Workday Cases		Avg. # Employees	Restricted Days	
2021	1.18		2,870,775		1436	657	Job Transfer
2020	1.07		1,688,788		852	315	Restricted
2019	1.27		1,734,017		862	160	Rate, Cases
2018	0.45		1,326,906		673	17	& Days
2017	0.52		1,144,192		658	43	
2016	1.07		1,117,725		552	321	
2015	0.74		1,621,168		767	388	
2014	0.20		1,008,268		551	7	
2013	0.31		1,311,127		644	681	
2012	2.26		1,062,349		525	745	
2011	1.12		890,102		423	156	
2010	1.19		1,006,591		475	422	



Wired for Excellence Since 1923

February 25, 2022

ATTN: Hiring Contractor:

RE: **Alterman, Inc – OSHA Citation History**

As of the date of this letter and for the previous three years, Alterman, Inc. has no OSHA Citations in any jurisdiction in which our work is performed.

Please call me with any questions at (210) 496-6888.

Sincerely,
ALTERMAN, INC.

Jon Atteberry
Vice President of Safety

SUBSCRIBED AND SWORN TO before me by the said Jon Atteberry

this 25th day of February, 2022, to certify which witness my hand and seal of office.

07/28/2025

My Commission Expires:

NOTARY PUBLIC in and for the State of TEXAS

3510 N Loop 1604 E. • San Antonio, TX 78247

Office: 210.496.6888

www.GoAlterman.com



Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	18	4
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
10	657
(K)	(L)

Injury and Illness Types

Total number of...			
(M)			
(1) Injury	23	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Alterman, Inc.

Street 14703 Jones Maltsberger

City San Antonio State TX Zip 78247

Industry description (e.g., Manufacture of motor truck trailers)
Electrical Contractor

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

1 7 3 1

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 8 2 1 0

Employment information

Annual average number of employees 1436

Total hours worked by all employees last year 2,870,775

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature]
Company executive

CEO & President
Title

210-496-6888
Phone

FEB 18, 2022
Date

*** FOR RECORDKEEPING ONLY - DO NOT POST! ***

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2021



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0178

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name Alterman, Inc.

City San Antonio State TX

Identify the person			Describe the case		Classify the case		Enter the number of days the injured or ill worker was							Check the "injury" column or choose one type of illness:					
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case		Enter the number of days the injured or ill worker was		Check the "injury" column or choose one type of illness:									
						Death	Days away from work	Job transfer or restriction	Other recordable cases	Away From Work (days)	On job transfer or restriction (days)	(M) Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses		
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)		
1		JiW	1/5	1st Floor QA/QC Room	Employee was injured by repetitively pulling wire in an area that had limited space available.			X			101	X							
2		JiW	1/12	Stairwell	Employee began to experience pain in his lower back, right side and right hip while walking up the stairs.			X			2	X							
3		Foreman	1/29	Rooftop	Employee tripped and fell on a roof transition striking his right knee, elbow and shoulder.			X			3	X							
4		Foreman	2/3	Public Roadway	Employee was traveling home from a jobsite when he was rear ended by another vehicle.				X		0	X							
5		Apr 1/6	2/4	Varian Suites	Employee was pulling wire when he felt a pop in his left arm between his bicep/elbow area.			X			67	X							
6		CE-8	2/25	Microsoft	Employee was attempting to remove a plastic piece from a socket by using a cordless drill when the drill slipped and lacerated his thumb.			X			117	X							
7		JiW	3/31	Toyota	Employee cut into a live wire which resulted in an arc burn.				X		0	X							
8		CW-1	4/13	Truck	Employee was stepping back off the truck and rolled her ankle while getting out of the truck.			X			27	X							
9		Foreman	5/5	St. Mary's University	Employee was kneeling on his right knee and when he went to get up he felt a sharp pain below knee cap.				X		0	X							
10		CE-8	5/27	Microsoft	Employee was injured while lifting a cable tray basket with another employee.		X				10	X							
11		JiW	6/5	UT SEZ	Employee stepped on broken concrete chips while walking back to his area and rolled his ankle.			X			3	X							
12		Apr 2/6	6/8	Sea World	Employee injured his lower back while pulling wire.			X			5	X							
13		Apr 5/6	6/10	SAWS	Employee & Foreman were unloading a bundle of 1/2", 20ft long rebar, when bundle fell off delivery truck hitting employee's L ankle.			X			29	X							
14		JiW	6/23	Republic Services	Employee stepped off of a bucket truck and stumbled on a hole in the ground.			X			19	X							
15		Apr 1/6	6/26	Tesla	Employee cut his left forearm while trying to open a box with a box cutter.			X			10	X							
16		JiW	5/24	Tito's	Employee sprained his ankle while walking from the office to the job site on wet bull rock.				X		0	X							
17		Apr 6/6	7/6	UHS Biomed	Employee was installing an adjustable metal bracket that got stuck. As he was pulling them apart he punctured his thumbs on both hands.			X			1	X							
18		CW-1	8/20	Tesla	Employee picked up and carried a 34 pound pallet to his co-worker and injured his back.			X			10	X							
19		CE-4	9/9	UT SEZ	Employee sustained an abdominal strain while reaching out to grab an electrical panel cover that was falling.			X			16	X							
20		CW-1	9/14	Big Lake	A concrete manhole cover fell on employee's left foot.			X			108	X							
21		JiW	10/4	Tesla	A contractor shined a laser pointer into employee's eyes.			X			8	X							
22		JiW	10/9	Microsoft	Employee pinched his left middle finger while moving a generator.			X			51	X							
23		Apr 4/6	10/12	Microsoft	Employee was injured while unloading a load bank from its container.			X			80	X							
Page totals						0	1	18	4	0	667	23	0	0	0	0	0		



Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0178

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	9	4
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	315
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	13	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name Alterman, Inc.

Street 14703 Jones Maltsberger

City San Antonio State TX Zip 78247

Industry description (e.g., Manufacture of motor truck trailers)
Electrical Contractor

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

1 7 3 1

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 8 2 1 0

Employment Information

Annual average number of employees 852

Total hours worked by all employees last year 1,688,788

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature]
Company executive

210-496-6888
Phone

CEO & President
Title

1/29/2021
Date

*** FOR RECORDKEEPING ONLY - DO NOT POST! ***

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Year 2020



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name

Alterman, Inc.

City

San Antonio

State

TX

Identify the person		Describe the case		Classify the case																																						
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)																																					
CHECK ONLY ONE box for each case based on the most serious outcome for that case:																																										
Enter the number of days the injured or ill worker was:																																										
Check the "injury" column or choose one type of illness:																																										
<table><thead><tr><th>Death</th><th>Days away from work</th><th colspan="2">Remained at work</th><th>Away From Work (days)</th><th>On job transfer or restriction (days)</th><th colspan="6"></th></tr><tr><td></td><td></td><th>Job transfer or restriction</th><th>Other recordable cases</th><td></td><td></td><th>(M)</th><th>Injury</th><th>Skin Disorder</th><th>Respiratory Condition</th><th>Poisoning</th><th>Hearing Loss</th><th>All other illnesses</th></tr><tr><th>(G)</th><th>(H)</th><th>(I)</th><th>(J)</th><th>(K)</th><th>(L)</th><th>(1)</th><th>(2)</th><th>(3)</th><th>(4)</th><th>(5)</th><th>(6)</th></tr></thead></table>						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)									Job transfer or restriction	Other recordable cases			(M)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses	(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)																																					
		Job transfer or restriction	Other recordable cases			(M)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses																														
(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)																															
1		Apr 1/6	1/10	Stairs	Employee began to experience pain in his lower back, right side and right hip while walking up the stairs.			X																																		
2		UCW-1	1/16	11th Floor	Employee was drilling into concrete causing sheet metal to fly toward his face causing a laceration to his right lip.				X																																	
3		Foreman	2/10	Pod D	Employee's left index finger was pinch point between mule tape and a cable puller which caused a laceration to his left index finger.			X																																		
4		JIW	2/12	Bldg Floor	Employee stepped down off of a transition on the floor that he was working on and twisted his right knee and felt a pop.			X																																		
5		Installer Tech	2/21	MDC #2	Employee stepped off of a ladder and felt a sharp pain in his left knee.				X																																	
6		CE-4	7/8	Pump Station	Employee's ankle/foot was crushed by a pipe that flipped over and landed on his ankle/foot.			X																																		
7		JIW	7/30	Entrance to Building	Employee tripped and fell on a warped piece of plywood that was covering a finished area.			X																																		
8		JIW	8/17	Floor	Employee was terminating and stripping wire when the blade slipped and cut his left middle finger. Employee was wearing gloves at the time of the incident.			X																																		
9		Apr 2/6	8/25	Laydown Area	Employee was adjusting forks on a forklift when one fork slipped from his hand and pinched his finger between the mast and fork.			X																																		
10		Apr 4/6	8/28	1st Floor Bldg	Employee tripped on the edge of a sheet of plywood.				X																																	
11		CW-4	10/9	Exterior Bldg	Employee stepped into a hole that had not been covered on the side of a transformer pad and rolled his ankle.			X																																		
12		Apr 6/6	12/16	Trench	Employee cut his right index finger while using a concrete rake while moving concrete.			X																																		
13		Material Handler	12/29	Floor	Employee was attempting to cut off a tie wrap using a knife, when the knife slipped causing a laceration to the left thumb.				X																																	
14																																										
15																																										
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Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	10	3
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
28	160
(K)	(L)

Injury and Illness Types

Total number of...			
(M)			
(1) Injury	14	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Atterman, Inc.
 Street 14703 Jones Maltsberger
 City San Antonio State TX Zip 78247
 Industry description (e.g., Manufacture of motor truck trailers)
Electrical Contractor
 Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
1 7 3 1
 OR North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 8 2 1 0

Employment information

Annual average number of employees 862
 Total hours worked by all employees last year 1,734,017

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

CEO & President
 Title

210-496-6888
 Phone

1-28-2020
 Date

*** FOR RECORDKEEPING ONLY - DO NOT POST! ***

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2019



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name

Alterman, Inc.

City

San Antonio

State

TX

Identify the person				Describe the case		Classify the case				Enter the number of days the injured or ill worker was:							
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Check the "injury" column or choose one type of illness:							
						Death	Days away from work	Restricted work activity or job transfer	Other recordable cases	Away From Work (days)	On job transfer or restriction (days)						
						(G)	(H)	(I)	(J)	(K)	(L)	(M) Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
1		JW	1/8	Delivery Truck	Employee was unloading a delivery truck when he lost his balance and struck his head on a sidewind bender.				X			X					
2		JW	1/23	Job Site	Employee was struck in the shin after stepping on a wire bender that was laying on the ground.			X			27	X					
3		Apr 1/6	1/20	Ditch	Employee experienced numbness and pain in her right hand after digging trenches with a pickaxe and shovel.			X			10	X					
4		CW - Level 5	4/4	3rd Floor Science Bldg	Employee lacerated his left index finger with a bandsaw.				X			X					
5		JW	6/14	Ditch	Employee was digging a trench when the wind blew dust/debris in his eye.			X			2	X					
6		Apr 2/6	6/24	Board Room	Employee was climbing down a ladder and missed the last step which caused him to fall and hit the back of his head on the corner of a metal cabinet.				X			X					
7		JW	7/11	Ditch	Employee began to experience pain in his left knee and noticed that he had a red spot on his knee. Employee thought he may have been bitten by a spider while digging a trench. After receiving treatment, he was diagnosed with			X			14	X					
8		Apr 1/6	7/23	Warehouse	Employee was feeding a fish tape from an open panel to a box, as he was getting more slack the fish tape brushed up against a lug as he was holding causing burns to his left			X			13	X					
9		JW	7/23	Outside of Building	Employee cut his finger with a portable band saw while cutting material for the job.			X			27	X					
10		Apr 4/6	8/5	1st Floor/North Side of Building	Employee lacerated his right palm on a furniture whip plate after losing his balance while placing his tool backpack onto his service cart.			X			12	X					
11		Warehouse Delivery Driver	8/13	Vehicle	Employee was involved in an auto accident after another driver ran a stop sign and struck the front end of the employee's work truck.		X				28	X					
12		JW	8/15	Ditch	Employee slipped and twisted his left ankle while stepping over a shallow muddy ditch.			X			13	X					
13		JW	8/21	North Side of Building	Employee was pulling wire and took off his gloves to clean his safety glasses. During that time, he helped move one side of the wire feeding. The lid of the wire machine was opened and when it moved, the lid fell on his hand.			X			14	X					
14		CW - Level 1	9/18	Electrical Room	Employee strained his back while pulling wire at the job site.			X			28	X					
15																	
16																	
17																	
18																	
19																	
20																	
21																	
22																	
23																	
24																	
25																	
Page totals						0	1	10	3	28	160	14	0	0	0	0	0



Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	3	3
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	17
(K)	(L)

Injury and Illness Types

Total number of...
(M)

(1) Injury	6	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Establishment Information

Your establishment name Alterman, Inc.

Street 14703 Jones Maltsberger

City San Antonio State TX Zip 78247

Industry description (e.g., Manufacture of motor truck trailers)
Electrical Contractor

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

1 7 3 1

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 8 2 1 0

Employment Information

Annual average number of employees 854

Total hours worked by all employees last year 1,326,906

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature]
Company executive

210-496-6888
Phone

President Title

1-25-2019
Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this

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OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2018



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

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Establishment name

Alterman, Inc.

City San Antonio

State

TX

Identify the person				Describe the case		Classify the case				Enter the number of days the injured or ill worker was:						Check the "injury" column or choose one type of illness:					
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:											
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)										
								Job transfer or restriction	Other recordable cases			(M)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses			
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)				
1		CE - Level 8	3/6	Science Building	Employee was lifting his service cart over some extension cords when he felt a sharp pain and tearing in his left bicep.			X			3	X									
2		JIW	5/3	Salado Creek Jobsite	Employee was pulling wire and back felt sore.			X			10	X									
3		Apr 8/10	7/11	Office	Employee was attaching a coupling and ran his right wrist over the corner of a metal stud.				X			X									
4		JIW	7/27	Building A Central Plant	Employee lacerated the index knuckle of his left hand with a bandsaw while cutting 500Kcmil wire.				X			X									
5		CE - Level 8	7/28	First floor addition	Employee's glove got caught in a drill while it was running. This caused employee's hand to twist in the drill and get sprained.			X			4	X									
6		Apr 6/6	8/22	Training Classroom	During training, employee was scoring the outer jacket when his right hand slipped and lacerated his left hand.				X			X									
7																					
8																					
9																					
10																					
11																					
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21																					
22																					
Page totals						0	0	3	3	0	17	3	0	0	0	0	0				

12. SAFETY PROGRAM:

Name of Contractor's Safety Officer: Robert J. Walsh, DN Tanks Safety Director

Include the following as attachments:

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) OSHA No. 500- Log & Summary of Occupational Injuries & Illnesses for the past 5 years.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all OSHA Citations & Notifications of Penalty (monetary or other) received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all safety citations or violations under any state all received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide the following for the firm listed in Section V (and for each proposed Subcontractor furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) the following (attach additional sheets as necessary):

Workers' compensation Experience Modification Rate (EMR) for the last 5 years:

YEAR	<u>2021</u>	EMR	<u>0.80</u>
YEAR	<u>2020</u>	EMR	<u>0.76</u>
YEAR	<u>2019</u>	EMR	<u>0.73</u>
YEAR	<u>2018</u>	EMR	<u>0.66</u>
YEAR	<u>2017</u>	EMR	<u>0.69</u>

Total Recordable Frequency Rate (TRFR) for the last 5 years:

YEAR	<u>2021</u>	TRFR	<u>1.06</u>
YEAR	<u>2020</u>	TRFR	<u>1.20</u>
YEAR	<u>2019</u>	TRFR	<u>2.77</u>
YEAR	<u>2018</u>	TRFR	<u>2.98</u>
YEAR	<u>2017</u>	TRFR	<u>4.16</u>

Total number of man-hours worked for the last 5 Years:

YEAR	<u>2021</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,321,954</u>
YEAR	<u>2020</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,165,561</u>
YEAR	<u>2019</u>	TOTAL NUMBER OF MAN-HOURS	<u>1,154,046</u>
YEAR	<u>2018</u>	TOTAL NUMBER OF MAN-HOURS	<u>873,284</u>
YEAR	<u>2017</u>	TOTAL NUMBER OF MAN-HOURS	<u>864,753</u>

Provide Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) Days Away From Work, Days of Restricted Work Activity or Job Transfer (DART) incidence rate for the particular industry or type of Work to be performed by Contractor and each of Contractor's proposed Subcontractors and Suppliers) for the last 5 years:

YEAR	<u>2021</u>	DART	<u>0.76</u>
YEAR	<u>2020</u>	DART	<u>0.86</u>
YEAR	<u>2019</u>	DART	<u>1.91</u>
YEAR	<u>2018</u>	DART	<u>1.60</u>
YEAR	<u>2017</u>	DART	<u>3.24</u>

13. EQUIPMENT:

MAJOR EQUIPMENT:

List on **Schedule C** all pieces of major equipment available for use on Owner's Project.

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name DN TanksCity El Cajon, Grand Prairie, Wakefield State CA/TX/MA

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Page 1 of 1

(1)	Injury
(2)	Skin Disorder
(3)	Respiratory Condition
(4)	Poisoning
(5)	Hearing Loss
(6)	All other illnesses

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 2021



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	3	2	2
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
304	191
(K)	(L)

Injury and Illness Types

Total number of...
(M)

(1) Injury	7	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name DN Tanks

Street 351 Cypress Lane

City El Cajon State CA Zip 92020

Industry description (e.g., Manufacture of motor truck trailers)
Construction of Prestressed Concrete Liquid Water Storage Tanks

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 7 1 1 0

Employment information

Annual average number of employees 611

Total hours worked by all employees last year 1,321,954

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

William Crowley
Company executive

President & CEO
Title

781-246-1133
Phone

1/31/2022
Date

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Form approved OMB no. 1218-0176

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name DN Tanks

City El Cajon, Grand Prairie, Wakefield State CA/TX/MA

Identify the person						Describe the case		Classify the case									
(A)	(B)	(C)	(D)	(E)	(F)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
Case No.	Employee's Name	Job Title (e.g., Welder)	Date of injury or onset of illness (mo./day)	Where the event occurred (e.g. Loading dock north end)	Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)							(M)					
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
								Job transfer or restriction	Other recordable cases								
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
OR20-01		Laborer	4/27/2020	Dome casting beds	Assisting with assembling the side rail of a dome panel form. Using both hands to hold in place a 2x4 while a carpenter nailed it. The carpenter started to swing the hammer when the laborer unexpetedly moved their hand . Unable to stop, they struck the laborers right middle finger.			X			23	X					
OR20-02		Carpenter	7/9/2020	Milling area	Using a nail gun, the nail bounced off a knot in the wood and punctured their left index finger.				X			X					
OR20-03		Labor Foreman	7/21/2020	Alley on west side of tank	The employee was hammering a nail into a pallet while a coworker was hammering the other side of the pallet. The pallet shifted, causing them to miss the nail and hit the tip of their left index finger.				X			X					
OR20-04		Laborer	8/11/2020	Tank floor	During the floor pour the employee was sweating which caused wet clothing, mixed with concrete and burned both legs above the knee.		X			5		X					
OR20-05		Laborer	10/12/2020	Inside tank	Employee was dismantling scaffold inside the tank. They started to climb down the ladder when it buckled and they fell about 10' to the ground. The employee had possibly disconnected one of the ladder brackets by mistake.		X			80		X					
OR20-06		Laborer	10/21/2020	Wrapping machine	Cutting wire with a grinder when it kicked back, cutting them in the forearm			X			5	X					
OR20-07		Pump Operator	11/19/2020	Boom lift basket	The employee was fixing the cable which came off of the wire winding winch. They put their arm in a bad position and got it caught between the winch and the cable. Xrays confirmed a break in the forearm.			X			42	X					
Page totals						0	2	3	2	85	70	7	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	3	2
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
85	70
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	7	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name

DN Tanks

Street

351 Cypress Lane

City

El Cajon

State

CA

Zip

92020

Industry description (e.g., Manufacture of motor truck trailers)

Construction of Prestressed Concrete Liquid Water Storage Tanks

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

237110

Employment information

Annual average number of employees

560

Total hours worked by all employees last year

1,165,561

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

William Crowley

Company executive

President & CEO

Title

781-246-1133

Phone

1/20/2021

Date

OSHA's Form 300 (Rev. 01/2004)
Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name

DN Tanks

City

El Cajon/ Wakefield/ Grand Prairie

State

CA/MA/TX

Identify the person				Describe the case		Classify the case											
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	(M) Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
						(G)	(H)	Job transfer or restriction	Other recordable cases	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
OR19-01		Laborer	1/9	Southeast quadrant of tank area	Employee's right shoulder and arm were pinched between a concrete wall panel and the crane. Contusion/ hematoma.			X			89	X					
OR19-02		Laborer	3/1	Inside warehouse	Slipped on oil on the floor, fell and landed on arm causing a contusion.		X			153		X					
OR19-03		Superintendent	4/8	Driveway of jobsite	While guiding a concrete pump truck off the jobsite, the truck drove over a steel road plate causing the edge to lift up and come back down on the foot, crushing the toes.		X			90		X					
OR19-04		Carpenter	4/13	Manlift basket	Started up pressure washer, the hose escaped hand and the brass fitting hit them in the face causing a laceration.				X			X					
OR19-05		Laborer	4/15	On the ground inside tank	Pushing water on the floor with squeegee, turned wrong and twisted the knee				X			X					
OR19-06		Laborer	4/24	Next to box trailer	While cutting a test cylinder with a knife, they forced down the knife too hard and it came out the other side, cutting them in the leg.				X			X					
OR19-07		Carpenter	5/10	Between tanks in grassy area	Tick bite. Was given antibiotics at the clinic as a precautionary measure				X			X					
OR19-08		Operator	6/24	Inside cab of machine	Employee went to switch seats with coworker inside cab of machine. When they walked their foot went through the open hatch in the floor. Caught fall on seat with arms/ elbows and strained the left shoulder.		X			112		X					
OR19-09		Laborer	7/29	On the ground inside tank	Cutting 1" rebar, a piece flew off the end and hit them in the thigh causing a laceration.			X			1	X					
OR19-10		Laborer	8/7	Standing on top of precast wall stack	A shackle being lifted by another employee hit them in the eyebrow causing a laceration.			X			4	X					
OR19-11		Carpenter	8/7	Setting wall panels	Hand was pinched between concrete wall panel and seismic cable while setting the panel, causing a laceration			X			15	X					
OR19-12		Carpenter	8/27	On ground at work station	Laceration and fracture of the thumb from hitting it with a hammer while assembling forms.			X			6	X					
OR19-13		Superintendent	8/27	Navy pier	Carrying a roll of liner material on their shoulder. It started sliding forward so they caught it with the right hand and pushed it back up. Experienced pain in right shoulder.				X			X					
OR19-14		Laborer Apprentice	10/21	Middle of wall panel	Removing the chute from a concrete truck. The driver started to move the chute away as the employee was pulling on it. They felt a strain in the right bicep.		X			6		X					
OR19-15		Laborer	12/4	Next to wall bed	Bent over to pick up a 2x4. Slipped on ice and their right knee buckled, causing them to fall to the ground.			X			35	X					
OR19-16		Labor Foreman	12/17	On ground inside tank	A dolly for shoring material was leaning against a frame. As the employee standing in front of it began to walk away, the dolly fell over, striking them in the leg.. A protruding bolt punctured a hole in the back side of their right calf.			X			20	X					
Page totals						0	4	7	5	361	170	16	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

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OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses



All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

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Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	4	7	5
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
361	170
(K)	(L)

Injury and Illness Types

Total number of... (M)		
(1) Injury	16	(4) Poisoning 0
(2) Skin Disorder	0	(5) Hearing Loss 0
(3) Respiratory Condition	0	(6) All Other Illnesses 0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

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Establishment information

Your establishment name

DN Tanks

Street

351 Cypress Lane

City

El Cajon

State

CA

Zip

92020

Industry description (e.g., Manufacture of motor truck trailers)

Construction of Prestressed Concrete Liquid Water Storage Tanks

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

237110

Employment information

Annual average number of employees

700

Total hours worked by all employees last year

1,154,046

Sign here

D. Wallace

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Daniel Wallace

Company executive

(619) 440-8181

Phone

Safety Director

Title

1/21/2020

Date

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.



You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name DN Tanks

City El Cajon/ Grand Prairie/ Wakefie State CA/TX/MA

Identify the person						Describe the case		Classify the case										
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:						
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	(M)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
								(G)	(H)									
DR18-01		Laborer	1/23/2018	Casting Bed	Slipped on plastic & sprained low back			X			42	X						
DR18-02		Superintendent	2/23/2018	Driveway	Slipped on ice while walking to truck			X			16	X						
DR18-03		Laborer	3/5/2018	Roof to ground	Stepping off tank roof edge and sprained low back		X			93		X						
DR18-04		Laborer Appr.	5/9/2018	Ladder out of tank	While climbing a ladder an employee above dropped material hook on employee				X			X						
DR18-05		Carpenter	6/8/2018	tank floor	Holding a slam anchor that fractured when hit, fragment went into employees				X			X						
DR18-06		Mechanical Engineer	8/8/2018	Roof of tank	While moving the tendon ram, the cart tipped over. The employee tried to catch the cart, when their finger was pinched between the cart handle and counterweight			X			45	X						
DR18-07		Carpenter	8/21/2018	Material storage area	Employee was adjusting depth of circular saw blade. Accidentally hit trigger, catching their glove and cutting finger.			X			59	X						
DR18-08		Laborer	8/27/2018	Top of dome panel	Vibrating concrete on the dome, employee lifted the vibrator and felt a strain in the wrist			X			8	X						
DR18-09		Carpenter	10/3/2018	Outside office trailer	Employee was using a circular saw. Loose fit clothing got caught in the blade, causing it to pull back towards them and cut across the abdomen.		X			27		X						
DR18-10		Laborer	10/1/2018	tank floor	Walking on rebar, lost balance and fell. Landed on hand and injured pinky finger			X			81	X						
DR18-11		Carpenter	10/11/2018	tank floor	While holding jack, the handle lifted up and struck the back of employees hand				X			X						
DR18-12		Laborer	11/21/2018	Casting Bed	Employee was screeding concrete panels. Felt pain in the abdomen when moving around the screed.				X			X						
DR18-13		Carpenter	12/21/2018	Decking	Employee was stripping shoring decking. The 2 ft crowbar slipped, hit the employee in the mouth, and chipped the front tooth.				X			X						
Page totals						0	2	6	5	120	251	13	0	0	0	0	0	

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Injury

Skin Disorder

Respiratory Condition

Poisoning

Hearing Loss

All other illnesses

(1) (2) (3) (4) (5) (6)

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	6	5
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
120	251
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	13	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name DN Tanks

Street 351 Cypress Lane

City El Cajon State CA Zip 92020

Industry description (e.g., Manufacture of motor truck trailers)
Construction Liquid Storage Tanks

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 7 1 1 0

Employment information

Annual average number of employees 509

Total hours worked by all employees last year 873,284

Sign here

DJ Wallace

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Daniel Wallace
Company executive

Safety Director
Title

(619) 517-3224
Phone

1/28/2019
Date

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Form approved OMB no. 1218-0176

Establishment name DN Tanks

City El Cajon/Grand Prairie/Wakefile State CA/TX/MA

Identify the person				Describe the case		Classify the case											
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	(M) Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
								Job transfer or restriction	Other record-able cases								
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
OR17-01		Laborer	2/8	San Antonio, TX; Ground outside tank	Eye abrasion from accidental release of shotcrete into employee's eye				X			X					
OR17-02		Carpenter	3/23	Sparks, NV; wall form scaffolding	Hand pinch from the scaffold and strong back			X			7	X					
OR17-03		Carpenter	4/12	Cypress, CA; top of tank wall	Laceration to lip from striking rebar				X			X					
OR17-04		Assistant Superintendent	5/11	Montgomery, TX; in boom lift basket	Abrasion to leg from pressurized sand				X			X					
OR17-05		Carpenter Apprentice	5/26	Schulenburg, TX; top of tank	Lumbar strain			X			3	X					
OR17-06		Laborer	7/22	Amandaville, WV; east of tank at wall casting bed	Laceration to left leg from grinder			X			1	X					
OR17-07		Laborer	7/28	Green Bay, WI	Laceration to left thumb from knife			X			7	X					
OR17-08		Laborer	8/16	Seguin, TX; box trailer	Eye abrasion from concrete during grinding			X			7	X					
OR17-09		Laborer	8/22	Angleton, TX; Wall and dome beds	Concrete burn on lower stomach			X			12		X				
OR17-10		Carpenter	8/23	O'Fallon, MO; Trailer	Left shoulder strain from closing trailer door				X			X					
OR17-11		Carpenter	9/5	Philadelphia, PA; Tank floor	Laceration to wrist from carrying dome vent			X			2	X					
OR17-12		Mason	9/11	Bozeman, MT; Trailer	Laceration to left hand from knife while cutting zip ties			X			7	X					
OR17-13		Laborer	9/19	Henryetta, OK; on top of dome	Leg muscle strain			X			14	X					
OR17-14		Laborer	10/24	Bozeman, MT; Tank floor	Sprained Right Wrist while building wall forms		X			42	27	X					
OR17-15		Finisher	10/26	Hines, IL; Near wall form panels	Right shoulder strain while stripping panels			X			26	X					
OR17-16		Laborer	11/9	Hines, IL; Near tank footing	Employee slipped and fell backward resulting in a strained back, shoulder, and leg		X			18	34	X					
OR17-17		Laborer	12/5	Wylie, TX near tank	Employee cut finger while opening a container			X			6	X					
OR17-18		Pump Operator	12/21	Burleson, TX inside tank	Concrete dust in eye while employee using roto hammer to drill concrete.		X			1		X					
Page totals						0	3	11	4	61	153	17	1	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

1/1/2017 - 12/31/2017

Year 2017



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	3	11	4
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
61	153
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	17	(4) Poisoning	0
(2) Skin Disorder	1	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name DN Tanks

Street 351 Cypress Lane

City El CajonState CAZip 92020

Industry description (e.g., Manufacture of motor truck trailers)
Construction (Storage Tanks)

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

237110

Employment information

Annual average number of employees501

Total hours worked by all employees last year864,753

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Daniel Wallace

Company executive

(619) 440-8181

Phone

Safety Director

Title

1/18/2018

Date

Summary of OSHA Citations

Date	Company	Inspection #	Location	Department	Citation	Violation Type	Abated?	Penalty	Corrective Action
9/16/2019	DN Tanks	1433192	Baltimore, MD	MOSH	No eye wash station within immediate work area	Other Than Serious	Abated/ Contested	\$ 2,250.00	Eye wash implemented
5/20/2020	DN Tanks	1475964	Windsor, VT	VT OSHA	No eye wash station on site	Unclassified	Abated/ Contested	\$ 5,287.00	Eye wash implemented

Date: 10/22/2021

Authorized Signature:



OSHA’s Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment nameDiamondback Mechanical

CityLa VerniaStateTexas

Identify the person			Describe the case			Classify the case											
(A) Case no.	(B) Employee’s name	(C) Job title <i>(e.g., Welder)</i>	(D) Date of injury or onset of illness	(E) Where the event occurred <i>(e.g., Loading dock north end)</i>	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill <i>(e.g., Second degree burns on right forearm from acetylene torch)</i>	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:	Check the “Injury” column or choose one type of illness:						
						Death	Days away from work	Job transfer or restriction	Other record-able cases	Away from work	On job transfer or restriction	(M) Injury	Skin disorder	Respiratory condition	Poisoning	Hearing loss	All other illnesses
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
Y95C26103	Jesse Panagopoulos	Technician	1 / 12 month/day	Roof ladder	SA Tx /Fall from ladder/scaffold/platform/Hvac	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	250 days	___ days	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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___	___	___	___ / ___ month/day	___	___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	___ days	___ days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
___	___	___	___ / ___ month/day	___	___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	___ days	___ days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
___	___	___	___ / ___ month/day	___	___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	___ days	___ days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
___	___	___	___ / ___ month/day	___	___	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	___ days	___ days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

OSHA’s Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you’ve added the entries from every page of the Log. If you had no cases, write “0.”

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA’s recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
250	0
(K)	(L)

Injury and Illness Types

Total number of . . . (M)		
(1) Injuries	1	(4) Poisonings
(2) Skin disorders		(5) Hearing loss
(3) Respiratory conditions		(6) All other illnesses

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Diamondback Mechanical

Street 457 County Road 347

City La Vernia State TX ZIP 78121

Industry description (e.g., Manufacture of motor truck trailers)
HVAC, Refrigeration, Electrical

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 8 2 2 0

Employment information (If you don’t have these figures, see the Worksheet on the back of this page to estimate.)

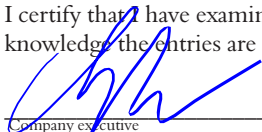
Annual average number of employees 13

Total hours worked by all employees last year 17,697

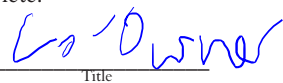
Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.



Company executive



Title

210 355 8974
Phone

1 / 3 2020
Date

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.



Year 2020

U.S. Department of Labor
Occupational Safety and Health Administration

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name ndback Mechanical Group: A/C, Heat, Refrigerattion and El

City	La Vernia	State	TX
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Identify the person						Classify the case											
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
												(M)					
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
1	Jose Campos	HVAC Service Technican	7/7/2020	Interstate IH 10 accessroad	Back injury	0	0	1			1	x					
				</													

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases			
Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	1
(G)	(H)	(I)	(J)

Number of Days	
Total number of days away from work	Total number of days of job transfer or restriction
0	1
(K)	(L)

Injury and Illness Types			
Total number of... (M)			
(1) Injury	1	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment nameDiamondback Mechanical Group: A/C, Heating, Refrigeration & Electrical Services

Street457 county Road 347

CityLa verniaStateTxZip78121

Industry description (e.g., Manufacture of motor truck trailers)
HVAC & Electrical Service and new installations

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
238220

Employment information

Annual average number of employees22

Total hours worked by all employees last year25,283.00

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Chris Hill
Company executive

Co-Owner
Title

210 355 8974
Phone

Date

OSHA's Form 301

Injuries and Illnesses Incident Report

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

This *Injury and Illness Incident Report* is one of the first forms you must fill out when a recordable work-related injury or illness has occurred. Together with the *Log of Work-Related injuries and Illnesses* and the accompanying *Summary*, these forms help the employer and OSHA develop a picture of the extent and severity of work-related incidents.

Within 7 calendar days after you receive information that a recordable work-related injury or illness has occurred, you must fill out this form or an equivalent. Some state workers' compensation, insurance, or other reports may be acceptable substitutes. To be considered an equivalent form, any substitute must contain all the information asked for on this form.

According to Public Law 91-596 and 29 CFR 1904, OSHA's recordkeeping rule, you must keep this form on file for 5 years following the year to which it pertains

If you need additional copies of this form, you may photocopy and use as many as you need.

Completed by	Chris Hill
Title	Co-Owner
Phone	210 355 8974
Date	7/13/2020

Information about the employee

1) Full Name Paul Price

2) Street 6309 Les Harrison Dr

City San Antonio State TX Zip 78250

3) Date of birth 8/10/1991

4) Date hired 4/20/2020

5) ☒ Male
☐ Female

Information about the physician or other health care professional

6) Name of physician or other health care professional CMC Fiesta Trails

7) If treatment was given away from the worksite, where was it given?

Facility CMC Fiesta Trails

Street _____

City San Antonio State TX Zip 78

8) Was employee treated in an emergency room?
☐ Yes
☒ No

9) Was employee hospitalized overnight as an in-patient?
☐ Yes
☒ No

Information about the case

10) Case number from the Log 1 (Transfer the case number from the Log after you record the case.)

11) Date of injury or illness 7/7/2020

12) Time employee began work 8:00 AM AM/PM

13) Time of event 9:35 AM AM/PM ☐ Check if time cannot be determined

*Please do not include any personally identifiable information (PII) pertaining to worker(s) involved in the incident (e.g., no names, phone numbers, or SSNs) in the following fields.

***14) What was the employee doing just before the incident occurred?** Driving to a Jobsite

***15) What happened?** There was a Construction truck that slammed on their brakes to get off of the access road to get off the highway and on to their construction site and caused Mr. Price to slam on his braked and traffic behind him to do the same. He got rear ended by a Semi-Truck

***16) What was the injury or illness?** Lower Back

***17) What object or substance directly harmed the employee?** Impact from rear end.

18) If the employee died, when did death occur? N/A - Returned

OSHA's Form 300 (Rev. 01/2004)

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.



Year 2021

U.S. Department of Labor

Occupational Safety and Health Administration

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name 1000 Mechanical Group: A/C, Heat, Refrigeration and E

City	La Vernia	State	TX
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Identify the person						Classify the case											
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
												(M)					
						Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)	Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing Loss	All other illnesses
						(G)	(H)	Job transfer or restriction (I)	Other recordable cases (J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
1	Jose Campos	HVAC installer	6/23/2021	Jobiste	Electrical Panel Cover fell and struck head	0	0	1	1	0	1	x					
		</															

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information.

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US

Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	1
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	1
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	1	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Diamondback Mechanical Group: A/C, Heating, Refrigeration & Electrical Services

Street 457 county Road 347

City La vernia State Tx Zip 78121

Industry description (e.g., Manufacture of motor truck trailers)
HVAC & Electrical Service and new installations

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 8 2 2 0

Employment information

Annual average number of employees 28

Total hours worked by all employees last year 34,803.89

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Chris Hill
Company executive

Co-Owner
Title

210 355 8974
Phone

Date

OSHA's Form 301

Injuries and Illnesses Incident Report

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

This *Injury and Illness Incident Report* is one of the first forms you must fill out when a recordable work-related injury or illness has occurred. Together with the *Log of Work-Related injuries and Illnesses* and the accompanying *Summary*, these forms help the employer and OSHA develop a picture of the extent and severity of work-related incidents.

Within 7 calendar days after you receive information that a recordable work-related injury or illness has occurred, you must fill out this form or an equivalent. Some state workers' compensation, insurance, or other reports may be acceptable substitutes. To be considered an equivalent form, any substitute must contain all the information asked for on this form.

According to Public Law 91-596 and 29 CFR 1904, OSHA's recordkeeping rule, you must keep this form on file for 5 years following the year to which it pertains

If you need additional copies of this form, you may photocopy and use as many as you need.

Completed by	Chris Hill		
Title	Co-Owner		
Phone	210 355 8974	Date	6/28/2021

Information about the employee

1) Full Name Jose Campos

2) Street 1002 Grand River St

City San Antonio State TX Zip 78221

3) Date of birth 12/1/1996

4) Date hired 11/20/2020

5) ☒ Male
☐ Female

Information about the physician or other health care professional

6) Name of physician or other health care professional
University Health System
Texas MedClinic

7) If treatment was given away from the worksite, where was it given?

Facility Texas MedClinic

Street _____

City San Antonio State TX Zip 78

8) Was employee treated in an emergency room?
☐ Yes
☒ No

9) Was employee hospitalized overnight as an in-patient?
☐ Yes
☒ No

Information about the case

10) Case number from the Log 1 (Transfer the case number from the Log after you record the case.)

11) Date of injury or illness 6/23/2021

12) Time employee began work 8:30 AM AM/PM

13) Time of event 11:15 AM AM/PM ☐ Check if time cannot be determined

*Please do not include any personally identifiable information (PII) pertaining to worker(s) involved in the incident (e.g., no names, phone numbers, or SSNs) in the following fields.

*14) **What was the employee doing just before the incident occurred?** Installing duct board plenums on the ground and the metal panel fell over and hit his head.

*15) **What happened?** An Electricla panel from the Electricians was not leaned or secured on the wall properly and the Elec trical panel fell on Jose's head.

*16) **What was the injury or illness?** Head - Concussion

*17) **What object or substance directly harmed the employee?** Electrical panel cover

18) **If the employee died, when did death occur?** N/A - Returned

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

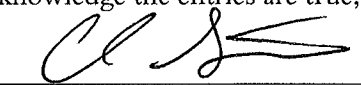

Number of Cases			
Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	3	4	1
(G)	(H)	(I)	(J)

Number of Days	
Total number of days away from work	Total number of days of job transfer or restriction
96	342
(K)	(L)

Injury and Illness Types			
Total number of ... (M)			
(1) Injuries	8	(4) Poisonings	
(2) Skin disorders		(5) Hearing loss	
(3) Respiratory conditions		(6) All other illnesses	

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information	
Your establishment name System Controls & Instrumentation	
Street	5404 FM 1044
City	New Braunfels State TX ZIP 78130
Industry description (e.g., Manufacture of motor truck trailers) Electrical	
Standard Industrial Classification (SIC), if known (e.g., 3715) _____	
OR	
North American Industrial Classification (NAICS), if known (e.g., 336212) _____	
Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)	
Annual average number of employees	77
Total hours worked by all employees last year	164379
Sign here	
Knowingly falsifying this document may result in a fine.	
I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.	
	
Company executive	Title
(830) 420-3392	1/5/18
Phone	Date

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases			
Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	2	0
(G)	(H)	(I)	(J)

Number of Days	
Total number of days away from work	Total number of days of job transfer or restriction
9	17
(K)	(L)

Injury and Illness Types			
Total number of ... (M)			
(1) Injuries	2	(4) Poisonings	
(2) Skin disorders		(5) Hearing loss	
(3) Respiratory conditions		(6) All other illnesses	

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information	
Your establishment name System Controls & Instrumentation	
Street	5404 FM 1044
City	New Braunfels State TX ZIP 78130
Industry description (e.g., Manufacture of motor truck trailers) Electrical	
Standard Industrial Classification (SIC), if known (e.g., 3715) 1731	
OR	
North American Industrial Classification (NAICS), if known (e.g., 336212) _____	
Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)	
Annual average number of employees	68
Total hours worked by all employees last year	138782.62
Sign here	
Knowingly falsifying this document may result in a fine.	
I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.	
Company executive	Human Resources
Phone	Date
(830) 420-3392	1/7/19

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.
Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."
Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases
Total number of deaths (G)
Total number of cases with days away from work (H) 2
Total number of cases with job transfer or restriction (I) 2
Total number of other recordable cases (J)

Number of Days
Total number of days away from work (K) 18
Total number of days of job transfer or restriction (L) 163

Injury and Illness Types
Total number of... (M)
(1) Injuries 2
(2) Skin disorders
(3) Respiratory conditions
(4) Poisonings
(5) Hearing loss
(6) All other illnesses

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.
Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information
Your establishment name System Controls & Instrumentation
Street 5404 FM 1044
City New Braunfels State TX ZIP 78130
Industry description (e.g., Manufacture of motor truck trailers)
Standard Industrial Classification (SIC), if known (e.g., 3715) 1 7 3 1
OR
North American Industrial Classification (NAICS), if known (e.g., 336212)
Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)
Annual average number of employees 49
Total hours worked by all employees last year 105,722.90
Sign here
Knowingly falsifying this document may result in a fine.
I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.
Company executive Title Human Resources
Phone 830 420 3392 Date 1/16/2020

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name System Controls & Instrumentation

Street 5404 FM1044

City New Braunfels State Texas Zip 78130

Industry description (e.g., Manufacture of motor truck trailers)

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 8 2 1 0

Employment information

Annual average number of employees 55

Total hours worked by all employees last year 111,078

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

Accounting Title

830-420-3392 Phone

1/20/21 Date

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name System Controls & Instrumentation

Street 5404 FM1044

City New Braunfels State Texas Zip 78130

Industry description (e.g., Manufacture of motor truck trailers)

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 8 2 1 0

Employment information

Annual average number of employees 46

Total hours worked by all employees last year 97,288.43

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

830-420-3392 Phone

Accounting Title

1/20/22 Date



The State of Texas

Secretary of State

CERTIFICATE OF INCORPORATION

OF

PESADO CONSTRUCTION COMPANY
CHARTER NUMBER 01193165

THE UNDERSIGNED, AS SECRETARY OF STATE OF THE STATE OF TEXAS, HEREBY CERTIFIES THAT ARTICLES OF INCORPORATION FOR THE ABOVE CORPORATION, DULY SIGNED HAVE BEEN RECEIVED IN THIS OFFICE AND ARE FOUND TO CONFORM TO LAW.

ACCORDINGLY THE UNDERSIGNED, AS SUCH SECRETARY OF STATE, AND BY VIRTUE OF THE AUTHORITY VESTED IN THE SECRETARY BY LAW, HEREBY ISSUES THIS CERTIFICATE OF INCORPORATION AND ATTACHES HERETO A COPY OF THE ARTICLES OF INCORPORATION.

ISSUANCE OF THIS CERTIFICATE OF INCORPORATION DOES NOT AUTHORIZE THE USE OF A CORPORATE NAME IN THIS STATE IN VIOLATION OF THE RIGHTS OF ANOTHER UNDER THE FEDERAL TRADEMARK ACT OF 1946, THE TEXAS TRADEMARK LAW, THE ASSUMED BUSINESS OR PROFESSIONAL NAME ACT OR THE COMMON LAW.

DATED MAY 17, 1991



John Hannah Jr.
Secretary of State

ARTICLES OF INCORPORATION
OF
PESADO CONSTRUCTION COMPANY

FILED
In the Office of the
Secretary of State of Texas

MAY 17 1991

Corporations Section

The undersigned natural person, being of the age of eighteen (18) years or more, acting as incorporator of the corporation under the Texas Business Corporation Act, does hereby adopt the following Articles of Incorporation for such corporation (herein referred to as the "Corporation"):

I.

The name of the Corporation is **PESADO CONSTRUCTION COMPANY**.

II.

The period of its duration is perpetual.

III.

The purpose or purposes for which the Corporation is organized are:

To transact any and all lawful business for which Corporations may be incorporated under the Texas Business Corporation Act and to buy, sell, lease, own, and deal in and to transact business with respect to real and personal property and services; and

In general, to have and exercise all the powers conferred by the laws of Texas upon Corporations formed under the Texas Business Corporation Act, and to do any and all of the things hereinbefore set forth to the same extent as natural persons might or could do.

IV.

The aggregate number of shares which the Corporation shall have authority to issue is ten thousand (10,000) shares of the par value of one dollar (\$1.00) per share. The shares are designated as Common Stock and have identical rights and privileges in every respect.

V.

The Corporation will not commence business until it has received for the issuance of its shares consideration of the value of One Thousand Dollars (\$1,000.00), consisting of money, labor done, or property actually received.

VI.

The address of its initial registered office is 1021 Main Street, Suite 2800, Houston, Texas 77002, and the name of its initial registered agent at such address is Patricia S. Riddick.

VII.

The initial Board of Directors consists of one (1) director, and the name(s) and address of the person to serve as the director of the Corporation until the first annual meeting of shareholders or until his successor is elected and qualified are:

NAME

ADDRESS

William Hunter

P.O. Box 19143
Houston, Texas 77224

The number of directors constituting the Board of Directors shall be fixed by the Bylaws or Amendments thereto.

VIII.

Directors shall be elected by majority vote. Cumulative voting is expressly prohibited.

IX.

No shareholder of the Corporation or any other person shall have any preemptive right whatsoever to acquire additional, unissued, or treasury shares of the Corporation, or securities of the Corporation convertible into or carrying a right to subscribe to or acquire shares or other securities of the Corporation.

X.

The name and address of the incorporator is as follows:

NAME

Patricia S. Riddick

ADDRESS

1021 Main Street, Suite 2800
Houston, Texas 77002

XI.

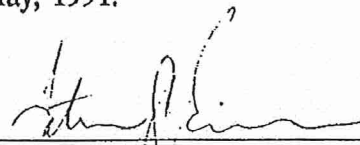
The initial Bylaws of the Corporation shall be adopted by its Board of Directors. The power to alter, amend, or repeal the Bylaws or adopt new Bylaws is vested in the Board of Directors, subject to repeal or change by action of the Shareholders.

XII.

In no event shall any director of the Corporation be liable to the Corporation or its shareholders for monetary damages for any act or omission of any such director in his/her capacity as a director, except for liability for:

- (1) a breach of a director's duty of loyalty to the Corporation or its shareholders;
- (2) an act or omission not in good faith or that involves intentional misconduct or a knowing violation of the law;
- (3) a transaction from which a director received an improper benefit, whether or not the benefit resulted from an action taken within the scope of the director's office;
- (4) an act or omission for which the liability of a director is expressly provided for by statute; or
- (5) an act related to an unlawful stock repurchase or payment of a dividend.

EXECUTED this 14 day of May, 1991.

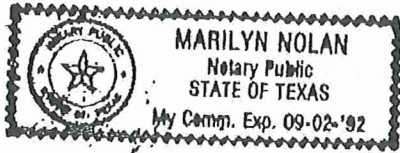


Patricia S. Riddick

THE STATE OF TEXAS §

COUNTY OF HARRIS §

I, MARILYN NOLAN, a Notary Public, do hereby certify that on this, the 14th day of May, 1991, personally appeared before me Patricia S. Riddick, who, being by me first duly sworn, declared that he is the person who signed the foregoing document as an incorporator, and that the statements therein contained are true.



Marilyn Nolan
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

My commission expires:

9/2/92



The State of Texas

Secretary of State

IT IS HEREBY CERTIFIED, THAT

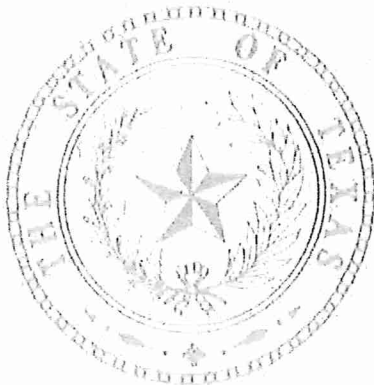
PESADO CONSTRUCTION COMPANY

FILED ARTICLES OF INCORPORATION IN THIS OFFICE AND WAS ISSUED
A CERTIFICATE OF INCORPORATION ON

MAY 17, 1991;

THAT SO FAR AS IS SHOWN BY THE RECORDS OF THIS
DEPARTMENT, NO CERTIFICATE OF DISSOLUTION HAS BEEN FILED FOR SAID
CORPORATION, AND IT IS STILL IN EXISTENCE.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO
SIGNED MY NAME AND CAUSED TO BE
IMPRESSED HEREON THE SEAL OF STATE ON
MAY 22, 1991



John Hannah Jr.
Secretary of State

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

PESADO CONSTRUCTION COMPANY
SCHERTZ, TX United States

Certificate Number:
2022-892752

Date Filed:
05/31/2022

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Schertz

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFP 2022-004
Underground Utilities

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Pesado Construction Company	San Antonio, TX United States	X	

5 Check only if there is NO Interested Party.

☐


6 UNSWORN DECLARATION

My name is Shane Hutson, and my date of birth is 04/10/1973.

My address is 4848 Sinclair Road, San Antonio, TX, 78222, U.S.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Bexar County, State of Texas, on the 2nd day of June, 2022.
(month) (year)

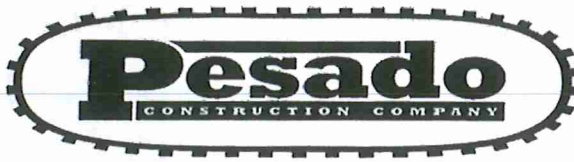

Signature of authorized agent of contracting business entity
(Declarant)

Technical Proposal Prepared for
City of Schertz
1400 Schertz Parkway, Bldg. #2
Schertz, TX 78154

Corbett Ground Storage Tank Project - # BID 2022-004



Offered by
**Pesado Construction
Company, Inc.**
4848 Sinclair Rd.
San Antonio, TX 78222
(210) 651-4452



June 3, 2022

City of Schertz

1400 Schertz Parkway, Bldg. #2

Schertz, TX 78154

Reference: Corbett Ground Storage Tank Project - # BID 2022-004

Pesado Construction Company, Inc. (PCC) proposes to provide our Client with Construction Services. As a well-established general contractor specializing in underground utilities and heavy civil construction, Pesado Construction manages projects that range in size from \$750,000 to \$39 million and include wastewater treatment plants, water pump stations, box culvert drainage, site work, and underground utilities.

The PCC team numbers 180 employees who are well trained, safety conscious, and motivated; most having been with the company for ten years or more. Specialties include: mechanical work, civil construction (water, sanitary sewer, and storm drainage), wastewater lift stations and treatment plant construction, pipeline construction, excavation/site work, and more. In addition, our new aggregates division has two locations providing gravel and select fill materials for our construction projects.

Moreover, our clients will receive the benefit of PCC's key core competencies, which include:

- *Financial Strength:* With strong financial statements and reputation, our clients are secure in knowing that the project will be successfully completed on time and within budget. Long-term, we will continue to maintain sustainable growth with fair profit margins and low debt, ensuring solid capitalization and financial strength.
- *Strong Record of Accomplishment:* Over the years, Pesado Construction Company has been recognized many times for our expertise and quality of work, including:
 - *Administrator's Award for Excellence* by the U.S. Small Business Administration
 - *Excellence in Construction Awards (2008)* by the Associated Builders and Contractors, Inc. (ABC) for participation within the construction of McCreless Marketplace.
 - *Excellence in Construction Awards (2018)* by the Associated Builders and Contractors, Inc. (ABC) for participation within the construction of Montana Pass FGST.
 - *Winner, 2015 South Texas Chapter Heavy Civil Project of the Year* by the Associated Builders and Contractors, Inc.

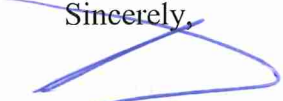


- *Certifications and Associations:* As a Small Business Enterprise contractor, PCC is a member of the American Subcontractors Association San Antonio Chapter, and a member of Associated Builders and Contractors, Inc.

In support of this Project, we express our firm commitment to deliver outstanding performance on behalf of our clients, delivering all services defined in the RFB scope of work on time and within budget. Our past performance providing utility-based construction services similar in scope gives our clients strong evidence that our management and key personnel have the experience, capabilities, and qualifications necessary to meet all the requirements of this contract. In fact, PCC brings a culture of excellence, dedication, and integrity unique in this region.

On behalf of the Pesado team, and as the company's authorized signatory, I am pleased to submit the Technical Proposal and am prepared to provide an in-person interview and/or any additional information required in support of this effort.

Sincerely,


Shane Hutson
President
Pesado Construction Company, Inc.
(210) 651-4452

Additionally, we offer the following compliance statements in support of this contract:

Terms and Conditions: Pesado Construction Company, Inc. (PCC) agrees and will comply with all terms and conditions of the RFB, the Standard Form of Agreement, and the Standard General Conditions of the Construction Contract as detailed therein, as well as all federal, state, and local laws and regulations related to this contract.

Insurance Requirements: Throughout the contract term and thereafter as required, PCC will maintain in effect the Insurance Requirements with limits not less than those required, including the requirements for subcontractor compliance.

Performance and Payment Bonds: Upon contract award, PCC will obtain the required performance and payment bonds within the specified period required under the contract.

Construction Permits: PCC understands its responsibility to obtain any and all permits required in conjunction with the work under this contract if required.

Cost Proposal: Upon contract award, by entering into an agreement, PCC understands that New Braunfels Utilities is relying on our expertise as a General Contractor to provide preconstruction consultation and construct the Project so that it achieves our clients requirements as set forth in the agreement.



EXPERIENCE CONSTRUCTING SIMILAR FACILITIES

Over the years, Pasado Construction Company (PCC) has taken on projects that range in size from \$750,000 to \$39 million. These include wastewater treatment plants, water pump stations, box culvert drainage, and underground utilities. Our management team is supported by over 180 employees who are well trained, safety conscious, and motivated. Their specialties include mechanical work, civil concrete, augur road boring, and rock trenching and most have been with the company for at least 12 years or more.

Construction Awards: As a result of this success, PCC has been recognized several times over the years and received the following awards:

- **Administrator's Award for Excellence** by the U.S. Small Business Administration (SBA),
- **2008 Excellence in Construction Award** by the Associated Builders and Contractors, Inc. (ABC) for the participation with Joeris General Contractors, Ltd. in the construction of McCreless Marketplace, and
- **2015 Heavy Civil Project of the Year Winner** by the Associated Builders and Contractors, Inc., South Texas Chapter.
- **Excellence in Construction Awards (2018)** by the Associated Builders and Contractors, Inc. (ABC) for participation within the construction of Montana Pass FGST.

Certifications and Associations: Member of the American Subcontractors Association San Antonio Chapter, and Member of the Associated Builders and Contractors, Inc.

PROJECTS OVERVIEW

PCC's Construction Experience:

- Civil construction
- Water, sanitary sewer, and storm drainage construction
- Facility construction
- Aggregate Production
- Electrical and communication
- Duct banks;
- Box culverts and drainage channel construction
- Wastewater lift stations and treatment plant construction
- Hard rock trenching
- Auger road boring
- Oil field pad site construction
- Pipeline construction
- Excavation and site work

PCC-Owned Equipment: We offer a full fleet of company-owned heavy civil construction equipment fully serviced and maintained by our certified staff, ensuring a turn key solution for all civil infrastructure projects. With our innovation and expertise, we can accomplish any project by positioning the right equipment by utilizing one or all of the following:

- Heavy Excavators
- Loaders
- Heavy Rock Trenchers
- Backhoes
- Rock Trucks
- Motor Graders
- Compactors
- Water Trucks
- Haul Trucks
- Support Equipment

Past Projects: To fully understand the depth and breadth of experience that PPC brings to this contract, we offer the following list of past projects:

Agua Dulce WWTP Improvement
Alamo Ranch Elementary School

Lowes in Schertz
Loop 410 Box Culverton



Alamo Guenther
Alta Vista @ Stone Oak
Babcock Road Phase V
Bell North Suite
Boerne Middle School
Borgfeld West Enchanted Pump
Braun Pointe Ring Road
Braun Pointe Shopping Center
Cenizo Park Elementary
Concordia Lutheran
Converse Town Square Apt
CPS Duck Bank
Cross Mountain Trail 24 Inch Water Main
Donna Wastewater Treatment Plant
Elm Creek School
Embassy Suites
Existing Broadway WWTP
Fairview Retail
Gonzales Wastewater Treatment Plant
Hardy Oaks Middle School
HEB Bandera
HEB Bulverde
HEB LaVernia
HEB Lift Station
HEB Retail
Heights In Huebner
Indian Hills Booster Pump Station
Intermodal Water & Sewer Union
Intermodal Electric, Water & Sewer
Judson Middle School
Kirby Lift Station
Kitty Hawk Middle
KLJ Chelsea Rd
Kohl's Forum
Kohl's Potranco
L & W Warehouse
LaRisa Apartments
Leon Creek
Lowes in New Braunfels

Lucky Ranch Offsite Water Main
Madison Market
McCreeless Mall
Mission Hills Apartments
NBU Water Line Adjustment
Neisd Stadium Ph I
North East Lake View College
Northwest Vista College
Old Dominion Freight
Park North Bldg Mg
Pearl Brewery
Pecan Crossing Bore
Potranco Village
Progreso WWTP
Reimington Rehab
Renal Medical Office Bldg.
San Miguel Power Plant
San Miquel Mine
SAWS University Pump Station
Shavano Oaks II
Shavano Park Phase II
Singing Hills
Six Flags Texas
Six Flags Wiggles World Neisd
Stone Ridge
Town Creek Force Main & Lift Station
Traders Village
XI Hunter Cement
Union Pacific Rr
Universal City Golf Course
Uthsc-Marc
Utsa-Laurel Village
Utsa Uc Ph Iii
Valero Family Child Care
Valero Data Center Alterman
Wal-Mart Foster Rd
Wal-Mart Supercenter # 5146
West Point
Woodlawn Apartments

Project #1: Leon Creek WWTP Interconnect

WWTP Interconnect Improvements – Leon Creek

Facility Owner:

San Antonio Water System
San Antonio, Texas

Project Cost: \$7,964,288

Period of Performance:

16 months

Point-of-Contact:

Mike Villanueva
210-233-3604
mvillanueva@saws.org

Brief Description of the Project:

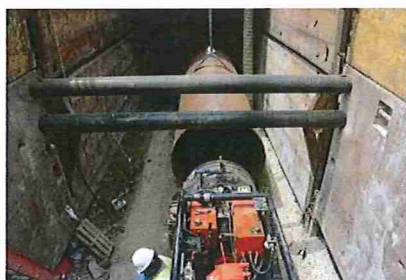
WWTP Improvements and 60" Sanitary trunkline. Headwork's modifications, new bar screen, gate replacements, diversion structures 40' to 50' depth. Built 78" aerial steel pipe crossing 300 length. Placed 8,300 lf of 60" FRP sewer at depths of 24' to 50' vertical feet.

Engineer of Record and Owner Representatives:

Chis Dumas, P.E.
Alissa Lockett, P.E.

Pesado Construction Key Personnel on this Project:

Steve Guerra, PM
Shane Hutson, VP



Project #2: Singing Hills Unit #1 – Lift Station & Utility Work

Singing Hills Unit #1 – Lift Station

Facility Owner:

Middleman Construction (GC)
9631 McCullough Ave.
San Antonio, TX 78216

Location:

Bulverde, TX
Hwy 281 and Hwy 46

Project Cost: \$10,578,238

Completion Date: July 2015

Point-of-Contact:

Mike Bunger, VP
210-342-6322
mike.bunger@middlemanconstruction.com
MiddlemanConstruction.com

Brief Description of the Project:

The project consists of a new Wastewater treatment plant, Lift station, and utility work for a major development in Bulverde, TX. WWTP consist of a 212,000-gal storage tank, package plant, structural concrete, pump station, electrical / instrumentation, and plant piping. Lift station includes the 96" diameter wet well, pumps and piping. The utility package includes 10 barrels, 10'x6' box culverts, storm drain to 60" diameter, 25' wide storm structures, sewer to 20' deep, and water main to 16" diameter.

Engineer of Record and Owner Representatives:

Moy Tarin Ramirez Engineers
12770 Cimarron Path 100
San Antonio, Tx 78249

Pesado Construction Key Personnel on this Project:

Shane Ahrens, PM
Brian McGurk, Superintendent



Project #3: Microsoft SAT 09&10 – Storm Drain, Sewer, Water Lines, and Duct Bank

Storm Drain, Sewer and Water Lines, and Duct Bank

Facility Owner:

Microsoft Corporation
One Microsoft Way
Redmond, Washington 98052

Location:

15372 Lamda Drive
San Antonio, TX 78245

Project Cost: \$13,957,517

Completion Date: September 2010

Point-of-Contact:

Anthony O'Leary, PM
512-486-3800
aoleary@r-o.com

Brief Description of the Project:

Utility – High profile and secure jobsite, work included, but not limited to 14,831 Storm Drain, 2,83 Temp Storm Drain, 5,430 Sanitary Sewer, 17,187 Waterlines, 8,180 Telecom Ductbank, 8,182 Electrical Ductbank, 8,730 Concrete Encasement.

Site Work – Demo/Remove 210 SY of Concrete Median, Concrete Driveway 290 SY, 8" Thick Stabilized Rock Area 790 SY, Remove Temp. Staging Area 8,290 CY, Subgrade Prep (All Details) 53,090 SY, 16" Base Course 5,290 SY, HD 16" Course Base 43,950 SY, LD 10" Base Course 38,130 SY, Prime/Pave 3" HMAC Type D/C 43,950 SY, Prime/Pave 2" HMAC Type D/C 38,130 SY, Shoulder Up Pavement Edges 7,250 LF, 4" Thermoplast 11,640 LF, Striping for Parking Lot 16,000 LF, Zone Stripping 4,400 LF, Fire Lane Stripping 9,300 LF, 559 Concrete Wheel Stops, 76 Light pole Bases, 6' Temp. Fence 6,500 LF. Remove Temp. Gravel Road 2,670 CY, Sub Grade Prep (Paving) 47,470 SY, Sub Grade Prep (Flatwork) 2,290 SY, 7" Concrete Curb 9,965 LF, Monolithic Concrete Curb 914 LF, Concrete Header Curb 80 LF, 4" Concrete Sidewalk 2,290 SY, 8 Sidewalk Ramps, 6" Concrete Island 105 SY, Gate Equipment Footing, 6" Concrete Paving 1,363 SY, 7" Concrete Paving 11,335 SY, 82 Concrete Safety Barriers, 60 Ecology Blocks, 4" Thermoplast (REFL,W) 8,140 LF, 9 HC Symbols, 38 Pipe Bollards.

Engineer of Record and Owner Representatives:

Rogers-O'Brien Construction
3901 S Lamar Blvd, Suite 200
Austin, TX 78704
512-486-3800

Pesado Construction Key Personnel on this Project:

Cesar Gonzalez, PM
Shane Hutson, VP



Project #4: Highland Estates Montana Pass Floating GST

Lift Station and Force Main

Facility Owner:

San Antonio Water Systems
PO Box 2449
San Antonio, TX 78298

Location:

1550 E. Borgfeld Drive
San Antonio, TX 78237

Project Cost: \$5,502,855

Completion Date: October 15, 2018

Point-of-Contact:

William Guzman, Inspector
210-233-3341
William.GuzmanJr@saws.org

Brief Description of the Project:

Oversaw the construction of a 2.5-million-gallon ground storage tank, installed 5 vertical turbine pumps with associated steel piping. Installed Hydropneumatic tank, as well as a pressure sustaining valve, and performed all sitework as well.

Engineer of Record and Owner Representatives:


Moy Tarin Ramirez Engineers
12770 Cimarron Path 100
San Antonio, Tx 78249

Pesado Construction Key Personnel on this Project:

Shane Ahrens, PM
Joel Schwirtlich, PM



Project #5: Town Creek – FM 782 Gravity Trunkline – Line A

Gravity Trunkline – Line A	
<p><u>Facility Owner:</u> The City of Schertz 1400 Schertz Parkway Schertz, TX 78154</p> <p><u>Location:</u> FM 482 Corridor Schertz, Texas 78154</p> <p><u>Project Cost:</u> \$821,797</p> <p><u>Completion Date:</u> November 2015 100% Complete</p> <p><u>Point-of-Contact:</u> Nick Sherman, CCMA</p>	<p><u>Brief Description of the Project:</u></p> <ul style="list-style-type: none"> • 280 lf of Boring • 3,878 lf of Sanitary Sewer • 3,878 lf of Site Restoration <p><u>Engineer of Record and Owner Representatives:</u> Ford Engineering, Inc. 10927 Wye Drive, Suite 104 San Antonio, TX 78217 210-590-4940</p> <p><u>Pesado Construction Key Personnel on this Project:</u> Shane Ahrens, PM Brian McGurck, Superintendent</p>
	



Project #6: Alamo Guenther – PVC Sewer System Install

PVC Sewer System Install	
<p><u>Facility Owner:</u> San Antonio Water Systems PO Box 2449 San Antonio, TX 78298</p> <p><u>Location:</u> Alamo Guenther, Downtown San Antonio, TX</p> <p><u>Project Cost:</u> \$2,996,307</p> <p><u>Completion Date:</u> May 2015</p> <p><u>Point-of-Contact:</u> Dean Nicholas, Inspector 210-233-3410 deannicholas@saws.org</p>	<p><u>Brief Description of the Project:</u> Includes installation of a 24" Fused PVC & PVC sewer system in an existing busy downtown street with depths to 48'. 2ea Siphon Structures, 60"/24" road boring under the San Antonio River, sewer by-pass pumping and traffic control are required to complete this complicated project. 100% completed.</p> <p><u>Engineer of Record and Owner Representatives:</u> RJN Group Joseph Cotton 210-651-1661 jcotton@rjn.com</p> <p><u>Pesado Construction Key Personnel on this Project:</u> Steve Guerra, PM Shane Hutson, VP</p>
<p><u>Descriptive Documentation:</u> Pesado Construction Company was awarded the 2015 South Chapter Excellence in Construction by ABC, as the project was constructed on time and within the budget.</p>	

Project #7: NBU BS 46-C Utility Adjustments

NBU Sewer Pipe Removal and Replacement	
<p><u>Facility Owner:</u> New Braunfels Utilities PO Box 310289 New Braunfels, TX 78131</p> <p><u>Location:</u> New Braunfels Texas Loop 337 to Landa Street</p> <p><u>Project Cost:</u> \$5,667,018</p> <p><u>Completion Date:</u> June 2015</p> <p><u>Point-of-Contact:</u> Shawn Schorn, P.E. 830-606-3913 sschorn@urbancivil.com</p>	<p><u>Brief Description of the Project:</u> Underground Utilities consisting of removal and replacement of approximately 2,600lf of 6" sanitary sewer pipe and 1,500lf of 8" sanitary sewer pipe. Removal and replacement of approximately 580lf of 6" water main, 593lf of water main, 2,000lf 12" water main, 1,100lf 14" water main as well as adding approximately 2,000 24" water main. Cutting and restoring approximately 4,700sy of pavement. 100% completed.</p> <p><u>Engineer of Record and Owner Representatives:</u> The Schultz Group, Inc. 2461 Loop 337 New Braunfels, TX 78130 Shawn Schorn, P.E.</p> <p><u>Pesado Construction Key Personnel on this Project:</u> Shane Ahrens, P.M. Brian McGurk, Superintendent</p>



Project #8: Tito's Vodka Distillery Expansion – Phase 1

Distillery Expansion	
<u>Facility Owner:</u> Fifth Generations, Inc. 12101 Moore Road Austin, TX 78719 <u>Location:</u> Same <u>Project Cost:</u> \$32,030,000 <u>Point-of-Contact:</u> Tim Taylor 512-243-9480	<u>Brief Description of the Project:</u> General Contractor for Expansion of Fifth Generation Distillery 4ea 22,000 sft Distilling Buildings, 166,000 sft Bottling building, warehouses, detention ponds, channel excavation, erosion control on 32- acre site Self-Performed – Complete Civil package including mass excavation, site utilities, storm drainage, lift stations, concrete retaining walls. <u>Engineer of Record and Owner Representatives:</u> Charles Fisk 1337 Spyglass Drive Austin, TX 78746 512-422-1337 <u>Pesado Construction Key Personnel on this Project:</u> Shane Ahrens, PM Shane Hutson, VP

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between City of Schertz ("Owner") and
Pesado Construction Co, Inc. ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

ARTICLE 2 – THE PROJECT

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: *CORBETT GROUND STORAGE TANK*

ARTICLE 3 – ENGINEER

- 3.01 The part of the Project that pertains to the Work has been designed by Unintech Consulting Engineers, Inc.
- 3.02 The Owner has retained Unintech Consulting Engineers, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

- 4.01 *Time of the Essence*
- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.02 *Contract Times: Days*
- A. The Work is expected to be substantially completed within 550 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 30 calendar days after the date of substantial completion.
- 4.03 *Liquidated Damages*
- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial

Completion of any portion of the Work within the Contract time, the Owner will sustain actual damages as a result of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of:

1. **Six hundred dollars (\$600.00) per day** for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item):

Unit Price Work – Base Bid					
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	Mobilization and Demobilization: This item includes project move-in and move-out of personnel and equipment, work shall include furnishing all labor, materials, tools, equipment and incidentals required to mobilize, demobilize, bond and insure the Work for the CORBETT GROUND STORAGE TANK PROJECT, in accordance with the contract documents, complete in place	LS	1	\$475,000.00	\$475,000.00
2	Total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to all work (site work, general construction) for execution of the CORBETT GROUND STORAGE TANK PROJECT in conformance with the Project Documents, with the exception of those items specifically listed in other bid items.	LS	1	\$6,358,814.00	\$6,358,814.00
3	Off-site E Live Oak WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	LS	1	\$27,650.00	\$27,650.00
4	Off-site NE Quad WP – Heater Boxes (Complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work	LS	1	\$27,650.00	\$27,650.00
5	Allowance for City Public Service (CPS Energy) Electric Service	LS	1	\$30,000.00	\$30,000.00
Add. Alt. #1	Off-site – E Live Oak WP – Interconnect (complete): This item includes the total amount for furnishing all labor, materials, services, equipment and appurtenances in conjunction with and incidental to the work.	LS	1	\$108,903.00	\$108,903.00
Total of all Extended Prices for Unit Price Work (subject to final adjustment based on actual quantities)					\$7,028,017.00

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 30th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values

established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. 95 percent of Work completed (with the balance being retainage); and
 - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to the full amount of the contract, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less such amounts as the Engineer shall determine for incomplete Work, retainage applicable to such work and unsettled claims.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

- 7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by law, not to exceed 1% per month.

ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
 - E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and

observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages A-1 to A-8, inclusive).
 - 2. Performance bond (pages PB-1 to PB-3, inclusive).
 - 3. Payment bond (pages PYB-1 to PYB-3, inclusive).
 - 4. General Conditions consisting of 73 pages of a modified version of EJCDC C-700, having a title page with the general title: STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT.
 - 5. Supplementary Conditions (pages SC-1 to SC-465, inclusive).
 - 6. Specifications as listed in the Supplementary Conditions.
 - 7. Drawings (not attached but incorporated by reference) consisting of 56 sheets with each sheet bearing the following general title:
 - a. Corbett Ground Storage Tank 56 sheets
 - 8. Addenda (numbers 1 to 2, inclusive).
 - 9. Exhibits to this Agreement (enumerated as follows):
 - a. Geotechnical Report.
 - 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.

- c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

By: _____

By: _____

Title: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

License No.: _____
(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: Public Works
Subject: Resolution No. 22-R-63 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to issue a purchase order for the purchase of a Pierce-Custom Velocity Pumper Truck as part of the 2023-2024 Vehicle/Equipment replacement program. (C. Kelm/S. Williams)

BACKGROUND

Within each fiscal budget year, the Fleet Department requests to purchase vehicles/equipment to add to or replace aging vehicles to maintain a good working fleet of City owned vehicles/equipment. In accordance with the Vehicle Replacement Plan previously approved by Council, the 2015 Pierce Saber Fire Engine 1 Pumper Truck is scheduled to be replaced in FY 23-24. However, within the current economy and market, this fire engine is expected to take 24-25 months for arrival. As a result, staff prefers to order this pumper truck now to mitigate the negative impact of the delivery date being at least two years away, such as the possibility of lowering our emergency service levels through increasing response times.

This purchase is being done via the Group Purchasing Cooperative Contract: BuyBoard 651-21 which was awarded October 2021 and is valid through September 2024.

Authority for such participation is granted under Texas Government Code §§ 791.001 et seq as amended. Cooperative Purchasing Services under this interlocal agreement (ILA) are extended to all Texas State, City or County Government Agencies, or any other Local Government Entity as defined in the Texas Government Code § 791.003. I

GOAL

To authorize the City Manager to execute the purchase order for the purchase of the Pierce-Custom Velocity Pumper Truck.

COMMUNITY BENEFIT

Having a current and operational Fleet provides departments with the necessary vehicles and equipment to perform their assigned duties within the City of Schertz and reduce the maintenance cost of an aging fleet. Specifically, having a functional pumper truck directly impacts the level of emergency services to our community.

SUMMARY OF RECOMMENDED ACTION

Approval of this resolution will allow the purchase of the pumper truck at a reduced cost, as well as begin the two-year waiting process.

FISCAL IMPACT

This purchase will be funded through the city's excess reserve funds. The fiscal impact of this project will be \$891,500.00.

RECOMMENDATION

Staff recommends approval of Resolution No. 22-R-63.

Attachments

Res 22 R 63
Pumper Truck Quote

RESOLUTION NO. 22-R-63

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EXPENDITURES IN AN AMOUNT NOT TO EXCEED \$891,500 FOR THE PURCHASE OF PIERCE PUMPER TRUCK AS PART OF THE 2023-2024 VEHICLE/EQUIPMENT REPLACEMENT PROGRAM.

WHEREAS, Schertz Fire Department has a need to purchase vehicles and equipment as part of the Vehicle/Equipment Replacement Program; and

WHEREAS, City Staff has done due diligence in researching what vehicle best fits the needs of the department, to obtain the best pricing and to provide the best quality of vehicles; and

WHEREAS, the City of Schertz has chosen Siddons-Martin Emergency Group, LLC, to purchase the pumper truck; and

WHEREAS, the City Council has determined that it is in the best interest of the City to authorize the City Manager to issue a Purchase Order to the awarded vendor.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes expenditures in the amount of \$891,500.00 for the purchase of a Pierce Pumper Truck.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of

such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 9th day of August, 2022

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)

EXHIBIT A

SUPPORTING DOCUMENTATION

Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890

June 17, 2022

Kade Long, Fire Chief
SCHERTZ FIRE & RESCUE
1400 SCHERTZ PKWY BLDG 8
SCHERTZ, TX 78154



Proposal For: 2024 Schertz Pumper

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to SCHERTZ FIRE & RESCUE. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB SCHERTZ FIRE & RESCUE and training on operation and use of the apparatus.

Description	Amount	
Qty. 1 - 990 - Pierce-Custom Velocity Pumper, PUC		
(Unit Price - \$890,000.00)		
Delivery within 24-25 months of order date		
QUOTE # - SMEG-0004017-1		
	Vehicle Price	\$890,000.00
	990 - UNIT TOTAL	\$890,000.00
	SUB TOTAL	\$890,000.00
	BuyBoard 651-21	\$1,500.00
	TOTAL	\$891,500.00

Price guaranteed until 9/30/2022

Additional: Price includes two trips to the factory for three Schertz personnel. Price includes three weeks of mechanic training

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,



Greg Tatsch

I, _____, the authorized representative of SCHERTZ FIRE & RESCUE, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022

Department: Public Works

Subject: Resolution 22-R-76- Consideration/Action to approve a Resolution approving a Bond Resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation (SSLGC) authorizing the issuance of obligations designated as “Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2022A” acknowledging that these Obligations will be sold pursuant to the provisions of a Purchase Contract; ratifying, reconfirming and readopting provisions of a Regional Water Supply Contract executed between the City of Schertz, Texas, the City of Seguin, Texas, and the Schertz/Seguin Local Government Corporation, authorizing the Mayor, the City Manager, and the City Secretary of the City of Schertz, Texas to execute on behalf of the City of Schertz, Texas all documents in connection with this transaction; and other matters in connection therewith (B. James/S. Williams/A. Beard)

BACKGROUND

The Schertz/Seguin Local Government Corporation was created on December 23, 1998 on behalf of the City of Schertz and Seguin to assist in acquiring water outside the Edwards Aquifer. The Corporation was created by the Cities to operate a wholesale water system for the benefit of the two Cities' Utility Systems. The Corporation has financed the construction of well fields and cross-country pipelines and today provides a reliable, drought-resistant water source. The Bonds are supported by Contracts between the Cities and the Corporation, and the liability is evenly split between the two Cities. Currently, the Corporation has \$128,925,000 of Bonds outstanding that are supported by the two Cities. The proposed financing is intended to pay for preliminary design and engineering related to a future project to construct parallel pipelines to serve the Gonzales and Guadalupe Treatment Plants. The Cowey Pipeline will be 42” in diameter and the Elm Creek Pipeline will be 36” in diameter.

GOAL

The goal is to approve a resolution to approve a bond resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation (SSLGC) authorizing the issuance of obligations designated as “Schertz/Seguin Local Government Corporation contract revenue improvement bonds, new series 2022A.”

COMMUNITY BENEFIT

The City of Schertz is a member of the Schertz/Seguin Local Government Corporation. It is through the SSLGC that the City provides water to its citizens and businesses. Moving forward with the consideration of SSLGC selling bonds will help ensure that the citizens and businesses of Schertz continue to receive this vital service by providing the infrastructure that is necessary to provide water and meet the demands of Schertz.

SUMMARY OF RECOMMENDED ACTION

Recommend that the City Council adopt Resolution No. 22-R-76

Specific Motion

I MOVE THAT THE CITY COUNCIL APPROVE A RESOLUTION APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS DESIGNATED AS “SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT BONDS, NEW SERIES 2022A”

FISCAL IMPACT

The annual debt service related to the financing has not been incorporated into the future rate structure and staff will propose an additional 1% increase on water fees, estimated at \$0.50 for the average water bill. SAMCO Capital Markets, the City’s and the Corporation’s Financial Advisor, proposes to sell the bonds on August 18, 2022. To complete the transaction, the SSLGC Board must approve proceeding and then each City must ratify the SSLGC Board action. The SSLGC Board authorized the parameter sale on July 21, 2022. The City of Seguin authorized the parameter sale resolution on August 2, 2022. This Resolution by City of Schertz authorizes the Corporation to sell bonds. Only after both Cities approve the Resolutions can SSLGC proceed to a bond sale.

RECOMMENDATION

City Staff and consultants recommend that the City Council adopt Resolution No. 22-R-76 approving the sale of the Bonds so long as certain savings targets can be met as outlined in the Resolution before the Council and ratifying the Corporation’s action authorizing the sale of Bonds on July 21, 2022.

Specific Motion

I MOVE THAT THE CITY COUNCIL APPROVE A RESOLUTION APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS DESIGNATED AS “SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT BONDS, NEW SERIES 2022A”

Attachments

Resolution 22-R-76

RESOLUTION NO. 22-R-76

APPROVING A RESOLUTION BY THE SCHERTZ CITY COUNCIL APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF OBLIGATIONS DESIGNATED AS “SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT BONDS, NEW SERIES 2022A”; ACKNOWLEDGING THAT THESE BONDS WILL BE SOLD PURSUANT TO THE PROVISIONS OF A PURCHASE CONTRACT; RATIFYING, RECONFIRMING, AND READOPTING THE PROVISIONS OF A REGIONAL WATER SUPPLY CONTRACT EXECUTED BETWEEN THE CITY OF SCHERTZ, TEXAS, THE CITY OF SEGUIN, TEXAS, AND THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION; AUTHORIZING THE MAYOR, THE CITY MANAGER, AND THE CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS TO EXECUTE ON BEHALF OF THE CITY OF SCHERTZ, TEXAS ALL DOCUMENTS IN CONNECTION WITH THIS TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

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

Section 1. The City Council of the City of Schertz, Texas (the “City”) has reviewed and hereby approves (i) the Bond Resolution as to form and content, including the factual findings contained therein and all documents referenced therein, adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation (the “Corporation”) relating to the issuance of obligations designated as “Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2022A” (the “Bonds”), (ii) the Bonds that will be sold to Estrada Hinojosa & Company, Inc., as the authorized representative of a group of underwriters (the “Underwriters”), (iii) the Regional Water Supply Contract, including the factual findings contained therein, previously approved and executed among the City of Schertz, Texas, the City of Seguin, Texas (collectively, the “Cities”), and the Schertz/Seguin Local Government Corporation (the “Contract”) which provides certain security for the payment of these obligations, (iv) the bond purchase contract (the “Purchase Contract”) authorizing the sale of the Bonds to the Underwriters, (v) the Sale and Offering Documents (as defined in the Contract), including, but not limited to, the City’s annual continuing disclosure requirements in accordance with the Rule (as defined in the Contract), and (vi) the City’s obligations under the Contract and acknowledges that the payment of principal of and interest on such Bonds is payable, in whole or in part, from the Annual Payments to be made by the Cities to the Corporation under and pursuant to the Contract. The Mayor, the City Manager, and the City Secretary of the City (each, an “Authorized Official”) are hereby authorized to execute on behalf of the City, the Purchase Contract, and any and all documents in connection with this transaction. This resolution may be relied upon by the appropriate representatives of the parties to this transaction and the Texas Attorney General in his review and approval of this transaction.

Section 2. The City Council recognizes that Section 53 of the Bond Resolution contains covenants of the City relating to the Bonds. Since certain financial information, financial status,

operating data, and annual audits of the City's utility system will be entirely within the control and disposition of the City, and the Preliminary Official Statement and the Final Official Statement prepared in connection with the issuance of the Bonds (together, the "Official Statement"), describe a continuing disclosure undertaking agreement (the "Undertaking") of the City, the City Council specifically adopts the covenants hereinafter described, which comprise the Undertaking, and shall comply therewith for so long as all or any portion of the Annual Payments made by the City under the Contract act as security for or a source of repayment of the Bonds.

A. Definitions.

As used in this Section, the following terms have the meanings ascribed to such terms below:

EMMA means the MSRB's Electronic Municipal Market Access system, accessible by the general public, without charge, on the internet through the uniform resource locator (URL) <http://www.emma.msrb.org>.

Financial Obligation means a (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of a debt obligation or any such derivative instrument; provided that "financial obligation" shall not include municipal securities (as defined in the Securities Exchange Act of 1934, as amended) as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

MSRB means the Municipal Securities Rulemaking Board.

Rule means SEC Rule 15c2-12, as amended from time to time.

SEC means the United States Securities and Exchange Commission.

Undertaking means the City's continuing disclosure undertaking, described in Paragraphs B through F below, hereunder accepted and entered into by the City for the purpose of compliance with the Rule.

B. Annual Reports.

The City shall file annually with the MSRB, (1) within six months after the end of each fiscal year of the City ending in or after 2022, financial information and operating data with respect to the City of the general type included in the final Official Statement authorized by Section 35 of the Bond Resolution, being the information described in Exhibit E thereto, and (2) if not provided as part of such financial information and operating data, audited financial statements of the City, when and if available. Any financial statements so to be provided shall be (i) prepared in accordance with the accounting principles described in Exhibit E thereto, or such other accounting principles as the City may be required to employ from time to time pursuant to state law or regulation, and (ii) audited, if the City commissions an audit of such financial statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within such period, then the City shall file unaudited financial statements within such period and audited financial statements for the applicable fiscal year to the MSRB, when and if the audit report on such financial statements becomes available. Under current Texas law, including, but not limited to, Chapter 103, as amended, Texas Local Government Code,

the City must have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit. The annual financial statement, including the auditor's opinion on the statement, shall be filed in the office of the City Secretary within one hundred eighty (180) days after the last day of the City's fiscal year. Additionally, upon the filing of this financial statement and the annual audit, these documents are subject to the Texas Open Records Act, as amended, Texas Government Code, Chapter 552.

If the City changes its fiscal year, it will file notice of such change (and of the date of the new fiscal year end) with the MSRB prior to the next date by which the City otherwise would be required to provide financial information and operating data pursuant to this Section.

C. Notice of Certain Events.

The City shall file notice of any of the following events with respect to the Bonds to the MSRB in a timely manner and not more than 10 business days after occurrence of the event:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (7) Modifications to rights of holders of the Bonds, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the Bonds, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership, or similar event of the City, which shall occur as described below;
- (13) The consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of its assets, other than in the ordinary course of business, the entry into of a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

(14) Appointment of a successor or additional paying agent/registrar or the change of name of a paying agent/registrar, if material;

(15) Incurrence of a Financial Obligation of the City, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the City, any of which affect security holders, if material; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the City, any of which reflect financial difficulties.

For these purposes, (a) any event described in the immediately preceding paragraph (12) is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the City in a proceeding under the United States Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the City, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the City and (b) the City intends the words used in the immediately preceding paragraphs (15) and (16) and the definition of Financial Obligation in this Section have the same meanings as when they are used in the Rule, as evidenced by SEC Release No. 34-83885, dated August 20, 2018.

The City shall file notice with the MSRB, in a timely manner, of any failure by the City to provide financial information or operating data in accordance with this Section by the time required by this Section.

D. Limitations, Disclaimers, and Amendments.

The City shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the City remains an “obligated person” with respect to the Bonds within the meaning of the Rule, except that the City in any event will give notice of any deposit that causes the Bonds to be no longer Outstanding.

The provisions of this Section are for the sole benefit of the holders and beneficial owners of the Bonds, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The City undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the City’s financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The City does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Bonds at any future date.

UNDER NO CIRCUMSTANCES SHALL THE CITY BE LIABLE TO THE HOLDER OR BENEFICIAL OWNER OF ANY BOND OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY

THE CITY, WHETHER NEGLIGENT OR WITH OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR *MANDAMUS* OR SPECIFIC PERFORMANCE.

No default by the City in observing or performing its obligations under this Section shall constitute a breach of or default under the Bond Resolution for purposes of any other provision of the Bond Resolution.

Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the City under federal and state securities laws.

The provisions of this Section may be amended by the City from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the City, but only if (1) the provisions of this Section, as so amended, would have permitted an underwriter to purchase or sell Bonds in the primary offering of the Bonds in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (2) either (a) the holders of a majority in aggregate principal amount (or any greater amount required by any other provision of the Bond Resolution that authorizes such an amendment) of the Outstanding Bonds consent to such amendment or (b) a person that is unaffiliated with the City (such as nationally recognized bond counsel) determines that such amendment will not materially impair the interests of the holders and beneficial owners of the Bonds. The City may also repeal or amend the provisions of this Section if the SEC amends or repeals the applicable provisions of the Rule or any court of final jurisdiction enters judgment that such provisions of the Rule are invalid, and the City also may amend the provisions of this Section in its discretion in any other manner or circumstance, but in either case only if and to the extent that the provisions of this sentence would not have prevented an underwriter from lawfully purchasing or selling Bonds in the primary offering of the Bonds, giving effect to (a) such provisions as so amended and (b) any amendments or interpretations of the Rule. If the City so amends the provisions of this Section, the City shall include with any amended financial information or operating data next provided in accordance with this Section an explanation, in narrative form, of the reasons for the amendment and of the impact of any change in the type of financial information or operating data so provided.

E. Information Format – Incorporation by Reference.

The City information required under this Section shall be filed with the MSRB through EMMA in such format and accompanied by such identifying information as may be specified from time to time thereby. Under the current rules of the MSRB, continuing disclosure documents submitted to EMMA must be in word-searchable portable document format (PDF) files that permit the document to be saved, viewed, printed, and retransmitted by electronic means and the series of obligations to which such continuing disclosure documents relate must be identified by CUSIP number or numbers.

Financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document) available to the public through EMMA or filed with the SEC.

F. General Policies and Procedures Concerning Compliance with the Rule.

Because the issuance of the Bonds is subject to the provisions of the Rule and because the potential “underwriters” in a negotiated sale of the Bonds or the initial purchasers in a competitive sale of the Bonds may be subject to MSRB rules and regulations with respect to such sale (including certain due diligence and suitability requirements, among others), the City hereby adopts the General Policies and Procedures Concerning Compliance with the Rule (the *Policies and Procedures*), attached hereto as Exhibit A, with which the City shall follow to assure compliance with the Undertaking. The City has developed these Policies and Procedures for the purpose of meeting its requirements of the Undertaking and, in connection therewith, has sought the guidance from its internal staff charged with administering the City’s financial affairs, its municipal or financial advisors, its legal counsel (including its Bond Counsel), and its independent accountants (to the extent determined to be necessary or advisable). The Policies and Procedures can be amended at the sole discretion of the City and any such amendment will not be deemed to be an amendment to the Undertaking. Each Authorized Official is hereby authorized to amend the Policies and Procedures as a result of a change in law, a future issuance of indebtedness subject to the Rule, or another purpose determined by the Authorized Official to be necessary or desirable for or with respect to future compliance with the Undertaking.

Section 3. Authorized Officials of the City will review and approve the Official Statement. Information appearing in the Official Statement concerning the City (including, particularly, the description of the Undertaking and Appendices C and E thereto), as of its date, were and are true and correct in all material respects. Insofar as the City and its affairs, including its financial affairs, are concerned, such Official Statement did not and does not contain an untrue statement of a material fact or omit to state a material fact required to be stated therein or necessary to make the statements therein, in the light of the circumstances under which they were made, not misleading. Insofar as the descriptions and statements, including financial data, of or pertaining to entities, other than the City, and their activities contained in such Official Statement are concerned, such statements and data have been obtained from sources which the City believes to be reliable, and the City has no reason to believe that they are untrue in any material respect.

Section 4. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 5. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 9. This Resolution shall be in force and effect from and after the date of its adoption, and it is so resolved.

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APPROVED THIS THE 9TH DAY OF AUGUST, 2022.

ATTEST:

City Secretary

Mayor

EXHIBIT A

General Policies and Procedures Concerning Compliance with Federal Securities Laws

I. Capitalized terms used in this Exhibit have the meanings ascribed thereto in Section 2 of the Resolution. “Bonds” refers to the Bonds that are the subject of the Resolution to which this Exhibit is attached.

II. As a capital markets participant, the City is aware of its continuing disclosure requirements and obligations existing under the Rule prior to February 27, 2019, the effective date of the most recent amendment to the Rule (the “Effective Date”), and has implemented and maintained internal policies, processes, and procedures to ensure compliance therewith. Adherence to these internal policies, processes, and procedures has enabled underwriters in non-exempt negotiated sales and initial purchasers in non-exempt competitive sales to comply with their obligations arising under various MSRB rules and regulations concerning due diligence and findings of suitability, among other matters, regarding the City’s compliance with the Rule.

III. The City is aware that the Rule was amended as of the Effective Date (the *Rule Amendment*) and has accommodated this amendment by adding subparagraphs (15) and (16) to Section 53C of the Resolution, which provisions are a part of the Undertaking.

IV. The City is aware that “participating underwriters” (as such term is defined in the Rule) of the Bonds must make inquiry and reasonably believe that the City is likely to comply with the Undertaking and that the standards for determining compliance have increased over time as a result of, among others, the United States Securities and Exchange Commission’s Municipalities Continuing Disclosure Cooperation Initiative and regulatory commentary relating to the effectiveness of the Rule Amendment.

V. The City now establishes the following general policies and procedures (the “Policies and Procedures”) for satisfying its obligations pursuant to the Undertaking, which policies and procedures have been developed based on the City’s informal policies, procedures, and processes utilized prior to the Effective Date for compliance with the City’s obligations under the Rule, the advice from and discussions with the City’s internal senior staff (including staff charged with administering the City’s financial affairs), its municipal or financial advisors, its legal counsel (including Bond Counsel), and its independent accountants, to the extent determined to be necessary or advisable (collectively, the “Compliance Team”):

1. the City Manager and the Director of Finance (each, a “Compliance Officer”) shall be responsible for satisfying the City’s obligations pursuant to the Undertaking through adherence to these Policies and Procedures;
2. the Compliance Officer shall establish reminder or “tickler” systems to identify and timely report to the MSRB, in the format thereby prescribed from time to time, the City’s information of the type described in Section 53B of the Resolution;
3. the Compliance Officer shall promptly determine the occurrence of any of the events described in Section 53C of the Resolution;

4. the Compliance Officer shall work with external consultants of the City, as and to the extent necessary, to timely prepare and file with the MSRB the annual information of the City and notice of the occurrence of any of the events referenced in Clauses 2 and 3 above, respectively, the foregoing being required to satisfy the terms of the Undertaking;
5. the Compliance Officer shall establish a system for identifying and monitoring any Financial Obligations, whether now existing or hereafter entered into by the City, and (upon identification) determining if such Financial Obligation has the potential to materially impact the security or source of repayment of the Bonds;
6. upon identification of any Financial Obligation meeting the materiality standard identified in Clause 5 above, the Compliance Officer shall establish a process for identifying and monitoring any City agreement to covenants, events of default, remedies, priority rights, or other similar terms under such Financial Obligation;
7. the Compliance Officer shall establish a process for identifying the occurrence of any default, event of acceleration, termination event, modification of terms, or other similar events under the terms of any Financial Obligation, the occurrence of any of which reflect financial difficulties of the City; and

VI. the Compliance Officer shall annually review these Policies and Procedures with the remainder of the Compliance Team, make any modifications on an internal document retained by the Compliance Officer and available to any “participating underwriter” (as defined in the Rule), if requested, and on the basis of this annual review (to the extent determined to be necessary or desirable), seek additional training for herself or himself, as well as other members of the City’s internal staff identified by the Compliance Officer to assist with the City’s satisfaction of the terms and provisions of the Undertaking.

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: Finance
Subject: Resolution No. 22-R-82 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for fiscal year 2022-23 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

BACKGROUND

On July 26, 2022 the City received the certified property tax rolls from the Guadalupe, Comal, and Bexar appraisal districts. The Guadalupe Tax Assessor-Collector used this information, and information provided by the City of Schertz, to calculate the No-new-revenue and Voter-approval tax rates for the 2022 Tax Year.

The No-new-revenue rate is a calculated rate that would provide the city with about the same amount of revenues it received the year before on properties taxed in both years. The Voter-approval Rate is a calculated maximum rate allowed by law without voter approval. If Council adopts a rate higher than the Voter Approval Rate, the tax rate will automatically be on the November 2022 ballot.

The 2022 No-new-revenue Rate is \$0.4526 per \$100 of valuation and the 2022 Voter-approval Base Rate is \$0.4721 per \$100 of valuation. With the prior year unused tax rates, the voter approval rate increases to \$0.5094. Staff is recommending a preliminary maximum property tax rate of \$0.4999 per \$100.

In accordance with Chapter 26.05(d) of the State's Property Tax Code, a governing body must hold a public hearing on the tax rate if the proposed tax rate exceeds the lower of the No-new-revenue or Voter-approval Tax Rate. In this case, the hearing is required as the proposed rate does exceed the No-new-revenue rate. Staff recommends holding public hearings on August 23rd and September 6th and encourages citizen participation and input in the adoption process.

A one-quarter page "Notice of Public Hearing on Tax Increase" must be published in the local newspaper and online in compliance with the Tax Code 26.06. The notice will contain information based upon a preliminary tax rate to be determined by the City Council and the dates of the public hearings.

During the final tax rate adoption process Council can approve a lower rate at that time, however they will not be able to approve a higher rate without republishing the notices and holding additional public hearings.

GOAL

To set a preliminary maximum tax rate for the 2022 Tax Year.

COMMUNITY BENEFIT

Setting a tax rate provides funding for essential services.

SUMMARY OF RECOMMENDED ACTION

Staff recommends council set the preliminary maximum tax rate at \$0.4999 and schedule public hearings.

FISCAL IMPACT

The proposed maximum rate maintains quality service to residents and businesses and provides growth in service offerings based on the classification and compensation study, staffing study and City priorities. The current property tax rate is \$0.5121 per \$100 valuation. The proposed maximum tax rate is \$0.4999 per \$100 valuation. The M&O portion of the property tax rate will decrease to \$0.3519 from \$0.3470 per \$100 valuation. The I&S portion will decrease to \$0.1480 from \$0.1651 per \$100 valuation. The annual impact on the average home value of \$294,800 will be a \$139.13 increase in the tax bill or an additional \$11.59 in monthly escrow payments.

RECOMMENDATION

Staff recommends Council approve resolution 22-R-82, setting a preliminary tax rate and scheduling public hearings.

Attachments

Resolution 22-R-82

RESOLUTION NO. 22-R-82

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PRELIMINARY MAXIMUM TAX RATE FOR FISCAL YEAR 2022-23, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City staff of the City of Schertz (the “City”) has recommended that the City Council approve a preliminary maximum tax rate for Fiscal Year 2022-23; and

WHEREAS, the City Council has determined that it is in the best interest of the City to establish a preliminary maximum tax rate.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes a preliminary maximum tax rate of \$.4999 per \$100 valuation which is composed of the Maintenance & Operation Tax Rate of \$0.3519 and the Interest & Sinking Tax Rate of \$0.1480. The public hearings on the budget and tax rate will be held on August 23rd and September 6th, 2022.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 9th day of August, 2022.

CITY OF SCHERTZ, TEXAS

Mayor, Ralph Gutierrez

ATTEST:

City Secretary, Brenda Dennis

(CITY SEAL)

CITY COUNCIL MEMORANDUM

City Council Meeting: August 9, 2022
Department: Finance
Subject: Proposed FY 2022-23 Budget - Workshop and Discussion on the Proposed FY 2022-23 Budget. (M. Browne/B. James/J. Walters)

BACKGROUND

Workshop on the Proposed FY 2022-23 Budget and highlights from the General Fund, W&S Fund, EMS Fund, Drainage Fund, SEDC, and Restricted Revenue Funds.

General Fund revenues for FY 2022-23 Budget are expected to increase 3.1% from the FY 2021-22 year-end estimate. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 2022-23 are estimated to increase 6% and sales taxes are estimated to increase 6%.

These increases are offset by a projected decrease in commercial building permits and large deployment reimbursements received.

The overall General Fund FY 2022-23 Budget increased 0.3% from the FY 2021-22 year-end estimates. This includes annual wage increases and 15 new personnel.

This budget also includes additional funding for street preservation and maintenance as well as a parking lot surfacing for building 27 to provide the needed additional parking and storage.

In addition, the FY 2022-23 budget includes IT upgrades for Internet and fiber to add additional high-speed connection to the internet and create better network load balancing for internet connectivity.

The IT budget will also increase with the funding for software. A new eProcurement and Contract management software to allow for increased participation in the bidding process and more effective contract management. Funding for a joint project with IT and Police to replace the current RMS software with a more efficient system.

The Water & Sewer Fund revenues for FY 2022-23 Budget are expected to decrease 0.6% from the FY 2021-22 year-end estimate increase is fees are offset by lower fund transfers. The FY 2022-23 Budget increases 2.8% from the FY 2021-22 year-end estimates.

The Drainage Fund FY 2022-23 revenues increase 14.5% from the FY 2021-22 year-end estimate from a fund transfer from reserves for equipment replacements. The FY 2022-23 Budget will increase 28.3% from the FY 2021-22 year-end estimate for wage increases and equipment replacements.

The EMS Fund revenues for FY 2022-23 Budget are expected to increase 1.2% from FY 2021-22 year-end estimates from an increase in transports that is offset by lower funding from the Texas Ambulance Supplemental Payment Program (TASSP). The FY 2022-23 Budget will increase 1.7%

from the FY 2021-22 year-end estimate. The addition of 8 new person and wage increases is offset by debt service being paid off and vehicle replacements made in FY 2021-22.

The Schertz Economic Development Corporation (SEDC) receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2022-23 is projected to increase by 6.7% from the FY 2021-22 year-end estimate. The increase is reflective of an increase in sales tax revenue. The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2022-23 are projected to increase by 67.9% to accommodate costs associated with signage on Schertz Parkway Overpass, and Master Planning for comprehensive Request for Information (RFI) responses, and continued work with the Retail Coach on site analysis and planning. Unspent Marketing and Promotion dollars may be carried forward per State statute for Marketing and Promotion purposes.

The annual budget is required to have a public hearing before adoption. Staff recommends holding that hearing on August 23, and September 6, and adopt the budget on second reading on September 13, 2022. This follows the regulations set by the state in the Local Government Code on budget adoption chapter 102.

GOAL

To review the budget and proposed changes.

COMMUNITY BENEFIT

The Proposed Budget is submitted to the City Council and is available on the website for the public to review.

SUMMARY OF RECOMMENDED ACTION

No action taken tonight. There will be a public hearing on the budget on August 23rd and on September 6th prior to adoption.

FISCAL IMPACT

The General Fund budget is balanced to the tax rate of \$0.4665, which would raise the average tax bill by \$40.68 annually. This would allow for additional street funding, 15 new positions, and wage adjustments.

The Water & Sewer budget is balanced with an increase of 5% on the water rates and 4% on sewer rates which would allow for additions to the parallel pipeline project securing additional water resources for the City. Operations will receive utility bill text messaging services, water and sewer planning software, and a portable back up pump for liftstation emergencies.

The EMS budget is balanced with and will fund 8 new positions needed to change from 24 hour shifts to 12 hour shifts and to run additional trucks during peak times. These additional personnel will be net cost neutral as they will reduce overtime and allow for more transports.

RECOMMENDATION

No action tonight, staff will return with a public hearing on August 23 and September 6 and adoption ordinance on September 7 and September 13.

CITY OF SCHERTZ



FY 2022-23 PROPOSED BUDGET

City of Schertz
Fiscal Year 2022-23
Budget Cover Page

This budget will raise more total property taxes than last year's budget by \$1,184,519 or 6% increase, and of that amount, \$543,323 is tax revenue to be raised from new property added to the tax roll this year.

The members of the governing body voted on the proposal to consider the budget as follows:

FOR: N/A

AGAINST: N/A

PRESENT and not voting: N/A

ABSENT: N/A

Property Tax Rate Comparison

	2022-23	2021-22
Property Tax Rate:	-	\$0.5121/100
No-new-revenue	\$.04526/100	\$0.5146/100
No-new-revenue Maintenance & Operations Tax Rate:	\$0.3046/100	\$0.3515/100
Voter-approval Rate:	\$0.5094/100	\$0.5242/\$100
Debt Rate:	\$0.1480/100	\$0.1604/100
Total debt obligation for the City of Schertz secured by property taxes:		\$ 105,316,557

CITY OF SCHERTZ, TEXAS PROPOSED ANNUAL BUDGET

**FISCAL YEAR 2022-23
OCTOBER 1, 2022 – SEPTEMBER 30, 2023**

CITY COUNCIL

RALPH GUTIERREZ
Mayor

MARK DAVIS
Council Member, Place 1

Vacant
Council Member, Place 2

JILL WHITTAKER
Council Member, Place 3

MICHAEL DAHLE
Council Member, Place 4

DAVID SCAGLIOLA
Council Member, Place 5

ALLISON HEYWARD
Council Member, Place 6

TIM BROWN
Council Member, Place 7

PREPARED BY

MARK BROWNE, CITY MANAGER
BRIAN C. JAMES, ASSISTANT CITY MANAGER
SARAH GONZALEZ, ASSISTANT TO THE CITY MANAGER

JAMES P. WALTERS, FINANCE DIRECTOR
BABETT MARTIN, ASSISTANT FINANCE DIRECTOR
MIKE WALKDEN, FINANCIAL ANALYST

City of Schertz

Our Vision

Community. Service. Opportunity.

Our Mission

Leading, improving, and serving a livable, sustainable and financially sound community

City Policy Values

1. Safe Community
2. Essential Services
3. High Quality of Life
4. Attractive Community
5. Economic Prosperity
6. Fiscally Sustainable

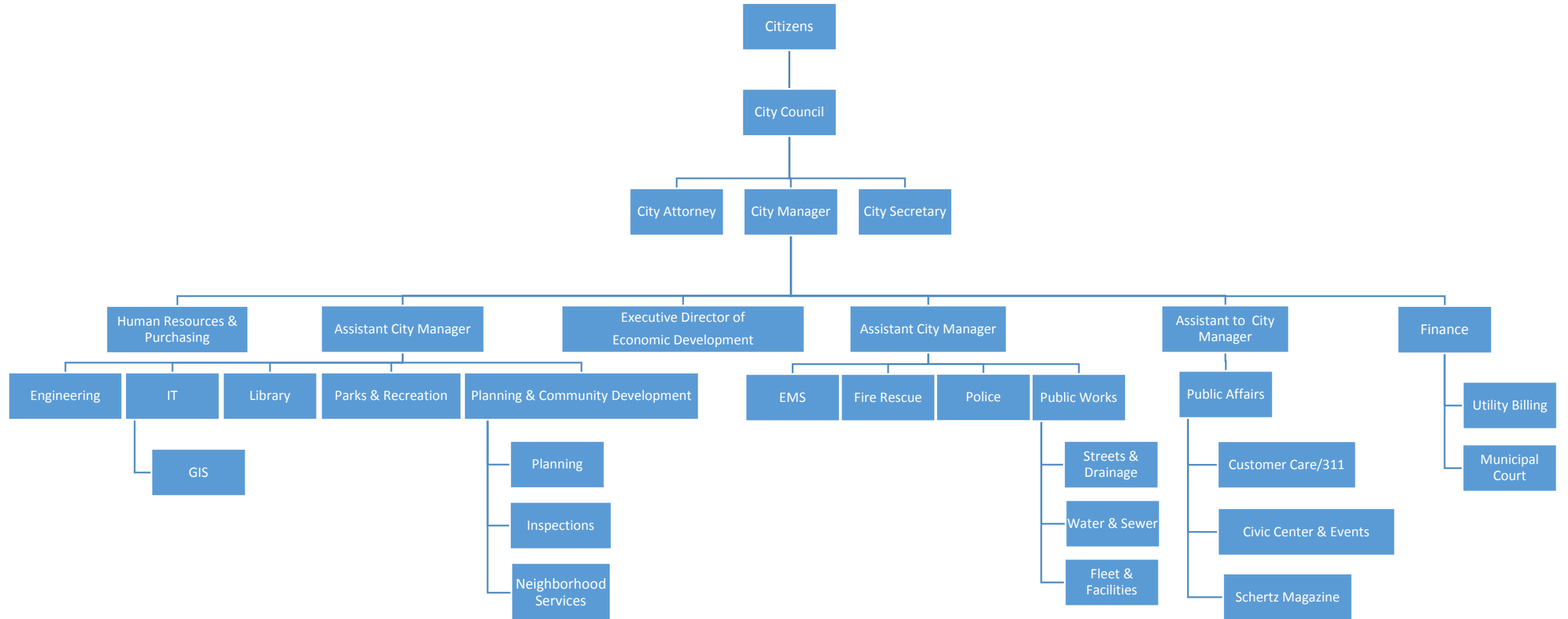
City Operational Values

1. Systems Management
2. Engaged Workforce
3. Innovative
4. Proactive
5. Service Oriented

City Core Value

1. Do the right thing
2. Do the best you can
3. Treat others the way you want to be treated
4. Work cooperatively as a team

CITY OF SCHERTZ



CITY OF SCHERTZ 2022-23 BUDGET

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Executive Summary

General Fund

Revenue: Revenues for FY 2022-23 Budget are expected to increase 3.1% from the FY 2021-22 year-end estimate. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 2022-23 are estimated to increase 6.41% and sales taxes are estimated to increase 5.63%.

These increases are offset by a projected decrease in commercial building permits and large deployment reimbursements received in 2021-22 that are not expected in 2022-23.

Expenses: The overall FY 2022-23 Budget increased 0.3% from the FY 2021-22 year-end estimates. This includes annual wage increases, 11 new personnel and a 3% ECI increase.

This budget also includes additional funding for street preservation and maintenance as well as a parking lot surfacing for building 27 to provide the needed additional parking and storage.

In addition, the FY 2022-23 budget includes IT upgrades for Internet and fiber to add additional high-speed connection to the internet and create better network load balancing for internet connectivity.

The IT budget will also increase with the funding for two software. A new eProcurement and Contract management software to allow for increased participation in the bidding process and more effective contract management. Funding for a joint project with IT and Police to replace the current RMS software with a more efficient system.

City Council

The Proposed FY 2022-23 Budget increases 7.8% from the FY 2021-22 year-end estimates for additional funding for training and travel.

City Manager

The FY 2022-23 Budget decreases 1.1% from the FY 2021-22 year-end estimates. Wages increases are offset by vehicle replacements made in 2021-22 that will not carry forward to 2022-23.

Municipal Court

The FY 2022-23 Budget increased 6.7% from FY 2021-22 year-end estimates for an increase in the Judge services rates and a projected increase in prosecutor rates.

311 Customer Service

The FY 2022-23 Budget decreases 3.3% from the FY 2021-22 year end estimates with no changes to operation.

Planning & Zoning

The FY 2022-23 Budget decreased by 40.8% from the FY 2021-22 year-end estimate. \$400,000 for the master plan was originally allocated in the planning department. Because this is a multi-year project, we will be accounting for the funds in the project fund.

Legal Services

The FY 2022-23 Budget decreased 2.0% from the FY 2021-22 year end estimate with no changes to operation.

City Secretary

The FY 2022-23 Budget decreases 0.6% from the FY 2021-22 year-end estimate with no changes to operation.

Non-Departmental

The FY 2022-23 Budget increases 20.9% from the FY 2021-22 year-end estimate due to a projected 10.8% increase on commercial insurance rates and setting general contingency and personnel contingency to \$186,200 each.

Public Affairs

The FY 2022-23 Budget decreases 0.2% from the FY 2021-22 year end estimate with no changes to operation.

Engineering

The FY 2022-23 Engineering Budget increased 36.6% from the FY 2021-22 year end estimate for two new positions, inspector and engineer, and vehicle replacements.

Police

The FY 2022-23 Budget increases 8.0% from the FY 2021-22 year-end estimates for four new positions. Two school resource officers, a traffic officer, and a records management specialist.

Fire Rescue

The FY 2022-23 Budget will decrease 7.8% from the FY 2021-22 year-end estimate. A fire inspector position and 3 new firefighter positions will be offset by less vehicle replacements/purchases and fewer state deployments.

Inspections

The FY 2022-23 Budget increases 13.3% from the FY 2021-22 year-end estimate for a new Plans Examiner position, computer equipment, and a vehicle replacement.

Neighborhood Services

The FY 2022-23 Budget increases 16.3% from the FY 2021-22 year end for vehicle replacements.

Streets

The FY 2022-23 Budget will increase 17.9% from the FY 2021-22 year-end estimate. FY 2022-23 budget includes an additional \$250,000 for Street Preservation and Maintenance (SPAM).

Parks

The FY 2022-23 Budget will increase 9.2% from the FY 2021-22 year-end estimate for a new Parks maintenance technician position and vehicle and equipment replacements.

Pools

The FY 2022-23 Budget will decrease 3.1% from the FY 2021-22 year end with no change in operations.

Event Facilities

The FY 2022-23 Budget will decrease 1.4% from the FY 2021-22-year end estimate with no changes to operations.

Library

The Library FY 2022-23 Budget increases 3.6% from the FY 2021-22 year end for a new Part time programming specialist, wage increases, and additional funding for Library materials.

Animal Services

This budget was combined into the Police Department Budget.

Information Technology

The Information Technology FY 2022-23 Budget increases approximately 11.3% from the FY 2021-2022 year-end estimates. Primary costs changes include a new Public safety technician position, an Eprocurement software, and internet and fiber upgrades.

Human Resources

The FY 2022-23 Budget will increase 8.7% from the FY 2021-22 year-end estimate for wage increases and an increase in expenditures for the remaining employee wellness program initiative funds.

Finance

The FY 2022-23 Budget will increase 4.2% from the FY 2021-22 year-end estimate due to citywide wage increases.

Purchasing & Asset Management

The FY 2022-23 Budget will increase 1.9% from the FY 2021-22 year-end estimate due to the salary increase awarded to the Purchasing Manager in 2022 and the rising costs across the board for training, travel, office supplies, and operating supplies.

Fleet Services

The FY 2022-23 Budget will decrease 2.3% from the FY 2021-22 year end estimate. Wage increases and a new parts clerk/lube technician position will be offset by less vehicle replacements in 2022-23.

Facility Services

The FY 2022-23 Budget decreases 4.2% from the FY 2021-22 year-end estimates. Wage increases and vehicle replacements are offset by a lower budget for maintenance services.

City Assistance

The FY 2022-23 Budget will increase 5.7% from the FY 2021-22 year end estimate for the Senior Citizens meal program.

Court Restricted Funds

The FY 2022-23 Budget will decrease 34.5% from the FY 2021-22 estimate to match the projected revenue for 22-23.

Interest & Sinking Fund

Revenues: Revenues for FY 2022-23 increase 16.3% from the FY 2021-22 estimate with higher property values.

Expenses: The FY 2022-23 Budget will increase 31.9% from the FY 2021-22 year end estimate with the addition of new debt issuances.

Water & Sewer Fund

Revenue: Revenues for FY 2022-23 Budget are expected to decrease 0.6% from the FY 2021-22 year-end estimate increase is fees are offset by lower fund transfers.

Expenses: The FY 2022-23 Budget increases 2.8% from the FY 2021-22 year-end estimates.

Utility Billing

The FY 2022-23 Budget increases 5.4% from the FY 2021-22 year-end estimate for wage increases, increased charges for credit card processing fees and a customer text notification software.

Administration

The FY 2022-23 Budget will increase 5.1% from the FY 2021-22 year-end estimate for wage increases, water gems software, a new mobile bypass pump and additional debt payments.

Capital Recovery Fund – Water

The FY 2022-23 Budget will be set at \$44,000 for any professional services or studies that need to be completed.

Capital Recovery Fund - Sewer

The FY 2022-23 Budget will be set at \$52,500 for any professional services or studies that need to be completed.

Drainage Fund

Revenue: The FY 2022-23 Budget increase 14.5% from the FY 2021-22 year-end estimate from a fund transfer from reserves for equipment replacements.

Expenses: The FY 2022-23 Budget will increase 28.3% from the FY 2021-22 year-end estimate for wage increases and equipment replacements.

EMS Fund

Revenue: Revenues for FY 2022-23 Budget are expected to increase 1.2% from FY 2021-22 year-end estimates from an increase in transports that is offset by lower funding from the Texas Ambulance Supplemental Payment Program (TASSP).

Expenses: The FY 2022-23 Budget will increase 1.7% from the FY 2021-22 year-end estimate. The addition of 8 new person and wage increases is offset by debt service being paid off and vehicle replacements made in FY 2021-22.

Schertz Economic Development Corporation (SEDC)

Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2022-23 is projected to increase by 6.7% from the FY 2021-22 year-end estimate. The increase is reflective of an increase in sales tax revenue.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2022-23 are projected to increase by 67.9% to accommodate costs associated with signage on Schertz Parkway Overpass, and Master Planning for comprehensive Request for Information (RFI) responses, and continued work with the Retail Coach on site analysis and planning. Unspent Marketing and Promotion dollars may be carried forward per State statute for Marketing and Promotion purposes.

Special Events Fund

Revenue: Revenues are set at \$24,000 each year and any additional covers event expenses.

Expenses: The Special Events Fund FY 2022-23 Budget is set at \$24,000 with no change in operations.

Public, Educational, and Governmental Access (PEG) Fund

Revenue: Revenues for FY 2022-23 Budget are not expected to change from the FY 2021-22 year-end estimates

Expenses: The PEG Fund FY 2022-23 Budget decreased to \$60,000 from the FY 2021-22 year-end estimates with the continued implementation of the communication master plan

Hotel Motel Tax Fund

Revenue: Revenue for FY 2022-23 Budget is expected to increase 0.5% from the FY 2021-22 year end estimates.

Expenses: The Hotel Motel Tax Fund FY 2022-23 Budget decrease 20.3% from FY 2021-22 year end estimates due to one time purchases in FY 21-22 for banquet chairs and an event management software for the civic center.

Park Fund

Revenue: The revenue for FY 2022-23 Budget is expected to be equal to the FY 2021-22 year end estimates.

Expenses: The FY 2022-23 Budget is not expected to change from FY 2021-22 year end estimate.

Tree Mitigation

Revenue: The revenue for FY 2022-23 Budget is expected to increase by 1.5% from 2021-22 year-end estimate with no changes to the operation.

Expenses: The FY 2022-23 Budget will not change from the FY 2021-22 year-end estimate.

Roadway Impact Fee Area 1

The FY 2022-23 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 2

The FY 2022-23 Budget will be set at \$55,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 3

The FY 2022-23 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 4

The FY 2022-23 Budget will be set at \$3,000 for any professional services or studies that need to be completed.

Library Fund

Revenues: Revenue for FY 2022-23 is expected to decrease 4.6% from the FY 2021-22 estimate due to the lower budgeted amount for fund transfers to balance the overall budget.

Expenses: The Library Fund's FY 2022-23 Budget will increase 0.5% from the FY 2021-22 year end estimate for the increase in operating supply purchases.

Historical Committee

Revenues: Revenue for FY 2022-23 will remain at the same funding allocation as FY 2021-22.

Expenses: The Historical Committee's FY 2022-23 Budget will remain the same as the FY 2021-22 Budget.

FUND: 101 GENERAL FUND

DESCRIPTION

The General Fund is the City's primary governmental operating fund. It is used to account for all financial resources that cannot otherwise be accounted for in other funds that have specific purposes, such as the Water and Sewer Fund or Special Revenue Funds. All general tax revenues, franchise fees, permits, license fees, fine and forfeitures, interest income and any other receipts that are not allocated by law or otherwise restricted to other funds are accounted for in this fund. It accounts for the majority of City services, including General Government, public safety, public environment, parks and recreation, cultural, and internal services. Budgeted expenditures include salaries and benefits, supplies, maintenance, services, and capital outlays.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenues</i>			
Taxes	\$27,294,411	\$28,970,311	\$30,832,900
Franchises	\$2,226,361	\$2,354,017	\$2,550,000
Permits	\$1,547,780	\$2,265,755	\$1,717,800
Licenses	\$45,600	\$38,620	\$45,620
Fees	\$1,975,216	\$2,351,312	\$2,189,200
Fines & Forfeitures	\$8,477	\$9,000	\$9,000
Inter-Jurisdictional	\$899,348	\$986,068	\$1,151,352
Fund Transfers	\$2,893,814	\$3,094,852	\$3,121,873
Miscellaneous	\$720,561	\$1,097,943	\$839,850
<i>Total</i>	<i>\$37,611,600</i>	<i>\$41,167,878</i>	<i>\$42,457,595</i>
<i>Expenses</i>			
General Government	\$6,315,829	\$6,809,346	\$7,358,477
Public Safety	\$17,489,515	\$19,999,499	\$20,462,417
Public Environment	\$1,413,809	\$2,067,417	\$2,438,381
Parks & Recreation	\$2,506,318	\$2,776,593	\$2,916,989
Cultural	\$1,040,278	\$1,190,931	\$1,234,276
Internal Service	\$6,808,023	\$7,646,072	\$7,923,924
Misc & Projects	\$2,616,394	\$2,267,230	\$548,553
<i>Total</i>	<i>\$38,190,165</i>	<i>\$42,757,088</i>	<i>\$42,883,016</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2022-23 Budget are expected to increase 3.1% from the FY 2021-22 year-end estimate. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 2022-23 are estimated to increase 6.41% and sales taxes are estimated to increase 5.63%.

These increases are offset by a projected decrease in commercial building permits and large deployment reimbursements received in 2021-22 that are not expected in 2022-23.

Expenses: The overall FY 2022-23 Budget increased 0.3% from the FY 2021-22 year-end estimates. This includes annual wage increases, 11 new personnel and a 3% ECI increase.

This budget also includes additional funding for street preservation and maintenance as well as a parking lot surfacing for building 27 to provide the needed additional parking and storage.

In addition, the FY 2022-23 budget includes IT upgrades for Internet and fiber to add additional high-speed connection to the internet and create better network load balancing for internet connectivity.

The IT budget will also increase with the funding for two software. A new eProcurement and Contract management software to allow for increased participation in the bidding process and more effective contract management. Funding for a joint project with IT and Police to replace the current RMS software with a more efficient system.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	23,918,317	27,294,441	27,845,000	25,198,440	28,970,311	30,832,900	
Franchises	2,223,227	2,226,361	2,327,000	1,760,900	2,354,017	2,550,000	
Permits	1,701,296	1,547,780	1,718,150	1,678,403	2,265,755	1,717,800	
Licenses	49,540	45,600	49,320	34,533	38,620	45,620	
Fees	2,091,014	1,975,216	2,232,459	1,807,416	2,351,312	2,189,200	
Fines & Forfeitures	7,053	8,477	9,000	8,698	9,000	9,000	
Inter-Jurisdictional	996,174	899,348	990,598	724,943	986,068	1,151,352	
Fund Transfers	2,703,943	2,893,814	5,612,630	2,656,094	3,094,852	3,121,873	
Miscellaneous	<u>804,912</u>	<u>720,561</u>	<u>706,050</u>	<u>846,687</u>	<u>1,097,943</u>	<u>839,850</u>	
TOTAL REVENUES	34,495,476	37,611,600	41,490,207	34,716,113	41,167,878	42,457,595	

EXPENDITURE SUMMARY

NON PROGRAM

GENERAL GOVERNMENT

CITY COUNCIL	110,886	105,989	129,252	90,253	124,152	133,870	
CITY MANAGER	1,168,026	1,249,953	1,347,229	1,066,811	1,397,216	1,381,295	
MUNICIPAL COURT	324,437	343,557	388,838	303,815	390,436	416,680	
CUSTOMER RELATIONS-311	110,238	115,148	117,235	98,932	125,300	121,202	
PLANNING & ZONING	182,850	220,517	727,715	160,608	635,491	376,123	
LEGAL SERVICES	107,722	158,366	140,000	50,714	140,000	137,200	
CITY SECRETARY	206,457	204,993	216,259	182,456	235,183	233,796	
NONDEPARTMENTAL	2,669,901	2,443,351	2,411,310	1,983,367	2,138,237	2,585,203	
PUBLIC AFFAIRS	557,109	603,792	658,486	531,436	663,917	662,691	
ENGINEERING	659,370	870,162	959,634	723,900	959,414	1,310,418	
GIS	<u>187,174</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL GENERAL GOVERNMENT	6,284,169	6,315,829	7,095,958	5,192,294	6,809,346	7,358,477	

PUBLIC SAFETY

POLICE	7,604,159	9,955,402	10,295,516	8,527,198	10,711,513	11,569,347	
FIRE RESCUE	5,056,610	6,559,780	6,667,866	5,819,857	7,793,123	7,187,622	
INSPECTIONS	903,194	974,332	1,088,400	844,560	1,093,923	1,239,045	
NEIGHBORHOOD SERVICES	<u>0</u>	<u>0</u>	<u>377,450</u>	<u>288,198</u>	<u>400,940</u>	<u>466,403</u>	
TOTAL PUBLIC SAFETY	13,563,963	17,489,515	18,429,232	15,479,813	19,999,499	20,462,417	

PUBLIC ENVIRONMENT

STREETS	<u>1,521,424</u>	<u>1,413,809</u>	<u>2,037,970</u>	<u>1,438,826</u>	<u>2,067,417</u>	<u>2,438,381</u>	
TOTAL PUBLIC ENVIRONMENT	1,521,424	1,413,809	2,037,970	1,438,826	2,067,417	2,438,381	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>PARKS & RECREATION</u>							
PARKS	1,312,158	1,661,869	1,793,731	1,174,353	1,780,332	1,944,449	
SWIM POOL	471,528	536,674	569,878	410,216	576,378	558,480	
EVENT FACILITIES	<u>320,479</u>	<u>307,775</u>	<u>384,945</u>	<u>314,311</u>	<u>419,883</u>	<u>414,060</u>	
TOTAL PARKS & RECREATION	2,104,164	2,506,318	2,748,554	1,898,879	2,776,593	2,916,989	
<u>CULTURAL</u>							
LIBRARY	<u>1,034,433</u>	<u>1,040,278</u>	<u>1,163,373</u>	<u>934,423</u>	<u>1,190,931</u>	<u>1,234,276</u>	
TOTAL CULTURAL	1,034,433	1,040,278	1,163,373	934,423	1,190,931	1,234,276	
<u>INTERNAL SERVICE</u>							
INFORMATION TECHNOLOGY	1,821,503	2,517,577	2,707,439	2,183,720	2,631,436	2,927,601	
HUMAN RESOURCES	668,639	666,392	748,319	527,276	690,511	750,433	
FINANCE	634,265	687,033	704,969	600,149	725,064	755,716	
PURCHASING & ASSET MGT	235,506	247,913	257,714	226,320	290,020	295,589	
FLEET SERVICE	913,882	1,025,476	1,306,111	965,966	1,273,032	1,243,327	
BUILDING MAINTENANCE	<u>1,432,009</u>	<u>1,663,632</u>	<u>1,998,339</u>	<u>1,218,430</u>	<u>2,036,009</u>	<u>1,951,258</u>	
TOTAL INTERNAL SERVICE	5,705,803	6,808,023	7,722,891	5,721,861	7,646,072	7,923,924	
<u>MISC & PROJECTS</u>							
PROJECTS	4,000,000	2,314,007	1,645,112	505,411	1,645,112	200,000	
CITY'S ASSISTANCE	287,962	290,617	342,666	222,581	317,666	335,813	
SEWER PROJECTS	0	0	285,000	0	285,000	0	
COURT-RESTRICTED FUNDS	<u>0</u>	<u>11,770</u>	<u>19,452</u>	<u>5,985</u>	<u>19,452</u>	<u>12,740</u>	
TOTAL MISC & PROJECTS	<u>4,287,962</u>	<u>2,616,394</u>	<u>2,292,230</u>	<u>733,977</u>	<u>2,267,230</u>	<u>548,553</u>	
TOTAL EXPENDITURES	34,501,919	38,190,165	41,490,208	31,400,072	42,757,088	42,883,016	
REVENUE OVER/(UNDER) EXPENDITURES	(6,443)	(578,566)	(1)	3,316,041	(1,589,210)	(425,421)	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

REVENUES

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Taxes</u>							
000-411100 Advalorem Tax-Current	14,102,255	14,762,219	15,420,000	15,563,025	15,500,000	16,492,900	
000-411110 Disable Veterans Assist Pymnt	0	1,064,592	1,100,000	897,969	897,696	1,100,000	
000-411200 Advalorem Tax-Delinquent	46,115	68,737	50,000	16,871	63,702	50,000	
000-411300 Advalorem Tax-P&I	86,945	107,361	70,000	96,353	93,830	80,000	
000-411500 Sales Tax Revenue-Gen Fund	9,612,864	11,222,803	11,135,000	8,558,582	12,345,083	13,040,000	
000-411600 Bingo Tax	28	0	0	0	0	0	
000-411700 Mixed Beverage Tax	<u>70,111</u>	<u>68,730</u>	<u>70,000</u>	<u>65,641</u>	<u>70,000</u>	<u>70,000</u>	
TOTAL Taxes	23,918,317	27,294,441	27,845,000	25,198,440	28,970,311	30,832,900	

Franchises

000-421200 Center Point/Entex Energy	90,533	103,058	94,000	96,485	120,671	120,000	
000-421220 City Public Service	946,815	1,039,100	980,000	787,288	1,100,000	1,200,000	
000-421240 Guadalupe Valley Elec Co-op	441,211	457,842	460,000	334,739	450,000	475,000	
000-421250 New Braunfels Utilities	65,991	71,296	70,000	50,669	75,000	80,000	
000-421300 Spectrum-State Franchise	317,421	317,385	325,000	233,203	300,000	325,000	
000-421460 DIRECT TV Franchise Fee	92,736	27,032	100,000	62,805	75,059	75,000	
000-421480 Other Telecom Franchise - ROW	107,819	44,206	130,000	80,154	63,286	100,000	
000-421500 Solid Waste Franchise Fee	<u>160,702</u>	<u>166,443</u>	<u>168,000</u>	<u>115,556</u>	<u>170,000</u>	<u>175,000</u>	
TOTAL Franchises	2,223,227	2,226,361	2,327,000	1,760,900	2,354,017	2,550,000	

Permits

000-431100 Home Occupation Permit	560	665	525	350	525	550	
000-431205 Bldg Permit-Residential	588,824	475,336	601,400	250,864	350,000	513,000	
000-431210 Bldg Permit-Commercial	181,831	210,053	250,000	636,158	800,000	347,000	
000-431215 Bldg Permit-General	377,725	356,641	350,000	226,802	350,000	328,000	
000-431300 Mobile Home Permit	300	400	375	50	50	0	
000-431400 Signs Permit	4,875	6,668	5,000	5,031	5,000	5,500	
000-431500 Food Establishmnt Permit	69,780	73,410	70,000	51,535	70,000	71,000	
000-431700 Plumbing Permit	130,330	121,196	130,000	73,255	120,000	123,000	
000-431750 Electrical Permit	69,460	75,500	75,000	47,460	65,000	70,000	
000-431800 Mechanical Permit	68,640	53,800	68,000	36,040	55,000	60,000	
000-431900 Solicitor/Peddler Permit	2,256	2,890	2,000	1,960	2,227	2,000	
000-431950 Animal/Pet Permit	45	100	250	200	267	250	
000-432000 Cert of Occupancy Prmt	7,150	11,350	7,600	7,550	10,000	9,500	
000-432100 Security Alarm Permit	43,736	31,662	43,000	34,270	39,499	43,000	
000-432300 Grading/Clearing Permit	9,795	12,943	10,000	19,380	24,166	15,000	
000-432400 Development Permit	110,297	87,450	75,000	263,471	345,044	100,000	
000-435000 Fire Permit	<u>35,693</u>	<u>27,718</u>	<u>30,000</u>	<u>24,028</u>	<u>28,978</u>	<u>30,000</u>	
TOTAL Permits	1,701,296	1,547,780	1,718,150	1,678,403	2,265,755	1,717,800	

Licenses

000-441000 Alcohol Beverage License	7,783	9,620	8,200	6,233	8,500	8,500	
000-441300 Mobile Home License	120	80	120	120	120	120	
000-442000 Contractors License	40,680	35,900	41,000	28,180	30,000	37,000	
000-444000 Pet License	<u>957</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Licenses	49,540	45,600	49,320	34,533	38,620	45,620	

Fees

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
000-451000 Municipal Court Fines	625,820	481,067	625,000	399,674	529,000	525,000	
000-451010 Texas Motor Carrier Fines	0	0	0	21,704	37,700	30,000	
000-451015 CVE Out of Service	0	250	0	1,900	2,453	3,000	
000-451100 Arrest Fee	21,404	14,040	21,300	12,810	17,160	12,000	
000-451110 Expunction Fee	100	0	100	0	0	0	
000-451200 Warrant Fees	67,368	56,474	67,400	46,334	63,000	53,000	
000-451220 Officer Jury Fee	91	0	200	0	200	0	
000-451310 Restitution Fee-Local	126	103	100	0	0	0	
000-451340 Judicial Fee-City	1,531	544	1,524	304	432	300	
000-451400 Traffic Fine Costs TTL	9,930	5,839	9,924	5,474	7,349	6,000	
000-451510 Juvenile Case Mgmt Fee	12,774	4,543	12,768	2,540	3,664	3,000	
000-451520 Truancy Fees	13,592	12,459	13,584	12,498	16,000	14,000	
000-451530 Local Municipal Jury Fund	227	238	225	243	317	150	
000-451600 Technology Fund Fee	19,459	13,233	19,452	11,840	15,916	13,000	
000-451700 Security Fee	18,904	14,437	18,900	13,505	18,050	15,000	
000-451800 Time Payment Fee-City	4,148	2,617	4,140	4,041	5,583	4,000	
000-451850 State Fines 10% Service Fee	32,615	27,691	32,612	24,548	21,200	15,000	
000-451900 DPS Payment-Local	5,059	4,353	5,052	3,782	4,947	4,000	
000-452000 Child Safety Fee	5,890	4,800	5,880	3,856	5,917	5,000	
000-452100 Platting Fees	31,250	44,500	54,000	41,250	54,000	54,000	
000-452200 Site Plan Fee	10,500	19,000	23,000	18,500	23,000	23,000	
000-452300 Plan Check Fee	552,174	462,928	600,000	457,155	700,000	570,000	
000-452320 Tree Mitigation Admin Fee	10,707	38,738	15,000	11,550	15,000	15,000	
000-452400 BOA/Variance Fees	1,000	1,500	2,500	2,500	3,000	2,500	
000-452600 Specific Use/Zone Chng Fee	22,090	34,300	26,450	33,000	35,000	26,450	
000-452710 Zoning Ltr & Dev Rights	3,300	2,700	2,550	4,350	5,000	2,550	
000-453100 Reinspection Fees	202,351	179,625	190,000	155,825	190,000	190,000	
000-453110 Swim Pool Inspection Fee	2,970	3,410	2,500	660	2,500	2,900	
000-453200 Lot Abatement	8,552	6,525	5,000	6,025	5,000	6,700	
000-453211 Admin Fee-Inspections	11,200	3,000	10,000	10,000	10,000	10,000	
000-453310 Misc Inspection Fees	300	0	0	0	0	0	
000-453710 Foster Care	600	300	500	50	300	500	
000-454200 Pool Gate Admission Fee	12,339	21,545	22,000	18,590	22,000	22,000	
000-454300 Seasonal Pool Pass Fee	1,380	6,730	4,000	6,495	6,500	4,000	
000-456110 Senior Center Memberships	0	0	0	19,366	25,000	16,000	
000-456120 Senior Center Meal Fee	19,371	28,205	20,000	12,950	20,000	20,000	
000-456500 HAZ MAT Fees	0	0	5,000	0	5,000	5,000	
000-456600 Fire Re-inspection Fee	650	300	750	50	100	700	
000-458000 Sale of General Fixed Assets	0	0	0	37,572	37,572	0	
000-458100 Sale of Merchandise	360	90	0	0	0	0	
000-458110 Sale of Mdse - GovDeals	53,563	126,933	100,000	5,391	9,700	100,000	
000-458350 Gain on Sale of Fixed Assets	0	3,800	0	0	0	0	
000-458400 Civic Center Rental Fees	5,275	42,904	140,000	243,547	215,000	225,000	
000-458401 Capital Recovery Fee-Civic C	11,500	7,775	0	2,425	0	0	
000-458402 Civic Center Ancillary Fees	200	210	0	1,040	0	0	
000-458450 North Center Rental Fees	15,875	26,094	18,000	32,188	31,000	28,000	
000-458460 Senior Center Rental	3,500	0	7,000	1,400	1,867	7,000	
000-458500 Community Center Rental Fees	16,778	32,505	25,000	46,782	46,000	40,000	
000-458501 Community Center Service Fees	550	500	0	800	0	0	
000-458510 Grand Ballroom Rental Fees	115,336	51,501	0	30,694)	0	0	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

REVENUES

			2021-2022		2022-2023		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
000-458520 Cut-Off Hall Rental Fees	10,568	8,016	0	600	0	0	
000-458530 Conference Hall Rental Fees	1,963	506	0	0	0	0	
000-458540 Bluebonnet Hall Rental Fees	25,726	19,974	0	(2,938)	0	0	
000-458550 Pavilion Rental Fees	4,590	24,308	20,000	19,805	23,933	25,000	
000-458551 Equipment Rentals-Parks	0	0	0	40	53	0	
000-458560 Chamber of Comm Rent	7,800	7,800	7,800	5,850	7,800	7,800	
000-458570 Non-Resident SYSA League	8,590	9,160	10,000	7,500	10,000	10,000	
000-458580 HOA Meeting Rental Fees	1,125	825	0	0	0	0	
000-458581 Funeral Reception Rental Fees	600	675	0	0	0	0	
000-458582 Quality of Life Rental Fees	5,430	6,150	0	0	0	0	
000-458590 Cancellation Fees-Event Renta	6,445	1,600	0	1,900	2,000	1,500	
000-458650 NonResident User Fee-BVYA	6	12,600	10,000	8,240	10,000	0	
000-458660 BVYA Utility Reimbursement	0	18,338	15,000	6,486	15,000	15,000	
000-458670 SYSA Utility Reimbursement	4,494	5,863	7,500	6,651	7,500	7,500	
000-458675 Lions Futbol Utility Reimbrsm	16,098	22,580	15,000	12,032	15,000	15,000	
000-458685 Recreation Programs	0	2,431	1,000	(25)	50	1,000	
000-458685.Rec Prgrm-Kickball Leagues	84	7,105	2,600	4,930	6,000	2,600	
000-458700 Vehicle Impoundment	14,060	11,580	11,000	9,930	12,500	0	
000-459200 NSF Check Fee	125	0	100	0	0	0	
000-459300 Notary Fee	48	84	48	48	50	50	
000-459400 Maps,Copies,UDC & Misc Fees	5	0	0	0	0	0	
000-459600 Animal Adoption Fee	14,075	10,955	9,000	8,635	12,000	12,000	
000-459700 Pet Impoundment Fee	11,227	9,436	7,000	9,486	13,000	13,000	
000-459800 Police Reports Fee	<u>5,248</u>	<u>6,924</u>	<u>5,000</u>	<u>4,425</u>	<u>5,000</u>	<u>5,000</u>	
TOTAL Fees	2,091,014	1,975,216	2,232,459	1,807,416	2,351,312	2,189,200	
<u>Fines & Forfeitures</u>							
000-463000 Library Fines	<u>7,053</u>	<u>8,477</u>	<u>9,000</u>	<u>8,698</u>	<u>9,000</u>	<u>9,000</u>	
TOTAL Fines & Forfeitures	7,053	8,477	9,000	8,698	9,000	9,000	
<u>Inter-Jurisdictional</u>							
000-473100 Bexar Co - Fire	21,078	35,130	21,077	7,026	21,077	21,077	
000-473200 City of Seguin-Fire Contract	30,108	33,453	30,107	22,302	30,107	30,107	
000-473300 Guadalupe Co-Library	217,152	203,191	217,000	180,960	217,152	220,000	
000-474200 Library Services-Cibolo	40,030	40,000	40,000	40,000	40,000	40,000	
000-474210 Library Services-Selma	26,505	25,020	26,000	24,825	24,825	25,000	
000-474400 Dispatch Service-Cibolo	160,000	83,000	160,000	163,000	163,000	160,000	
000-474600 School Crossing Guard-Bexar C	39,171	41,212	36,000	30,172	36,000	36,000	
000-474610 School Cross Guard-Guadalupe	43,821	47,822	41,000	39,581	46,822	41,000	
000-474620 School Crossing Guards - Coma	0	1,813	1,900	14,571	14,571	1,900	
000-474700 School Officer Funding	355,810	363,708	367,514	183,756	367,514	551,268	
000-474750 Crime Victim Liaison Agreemen	<u>62,500</u>	<u>25,000</u>	<u>50,000</u>	<u>18,750</u>	<u>25,000</u>	<u>25,000</u>	
TOTAL Inter-Jurisdictional	996,174	899,348	990,598	724,943	986,068	1,151,352	
<u>Fund Transfers</u>							
000-480000 Indirect Costs-EMS	179,100	182,682	212,740	177,283	212,735	216,994	
000-480100 Indirect Costs-Hotel/Motel	74,428	72,464	74,443	62,036	74,441	69,915	
000-481000 Transfer In - Reserves	0	0	2,289,008	0	0	0	
000-482300 Transfer In-Resrv Child Safet	0	0	25,000	0	0	0	
000-485000 Interfund Charges-Drainage-5%	243,112	285,506	308,010	256,675	308,002	320,073	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

(----- 2021-2022 -----) (----- 2022-2023 -----)							
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
000-486000 Interfund Chrges-Admin W&S	1,385,000	1,450,827	1,478,230	1,231,858	1,478,193	1,493,620	
000-486202 Transfer In-Water&Sewer Fund	0	0	4,000	0	4,000	4,000	
000-486203 Transfer In-EMS	0	0	4,000	0	4,000	4,000	
000-486204 Transfer In-Drainage	0	0	1,000	0	1,000	1,000	
000-487000 Interfund Charges-Fleet	360,667	397,666	505,509	421,258	505,496	470,050	
000-488000 Interfund Charges-4B	461,636	504,669	506,984	506,984	506,984	542,221	
000-489000 Transfer In	<u>0</u>	<u>0</u>	<u>203,706</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Transfers	2,703,943	2,893,814	5,612,630	2,656,094	3,094,852	3,121,873	
<u>Miscellaneous</u>							
000-491000 Interest Earned	26,057	7,536	15,000	5,855	10,000	25,000	
000-491200 Investment Income	251,154	52,592	120,000	65,565	75,000	150,000	
000-491900 Unrealized Gain/Loss-CapOne	22,942	(30,999)	0	(57,115)	(40,000)	0	
000-493000 Donations-Others	100	500	0	0	0	0	
000-493120 Donations-Public Library	2,166	1,798	10,000	1,145	3,000	10,000	
000-493400 Donations-Animal Control	3,978	2,905	5,000	3,821	5,000	5,000	
000-493401 Donations-A/C Microchip	1,080	1,045	0	85	0	0	
000-493402 Donations-Spay&Neuter	0	0	0	70	0	0	
000-493460 Donations- Parks	500	0	10,000	0	0	0	
000-493465 Donations-Senior Center	6,068	1,711	10,000	4,619	5,000	10,000	
000-493502 Donations-PD	200	450	500	0	0	0	
000-493503 Donation-Fire Rescue	2,200	800	1,000	0	1,000	1,000	
000-493618 Donation - Veteran's Memorial	1,350	2,100	1,250	2,630	3,000	1,250	
000-493700 July 4th Activities	249	27,721	26,000	27,750	27,750	26,000	
000-493701 Proceeds-Holidazzle	12,320	3,290	12,500	21,600	21,600	12,500	
000-493704 Moving on Main	100	9,950	4,000	8,700	8,700	4,000	
000-493706 Music, Movies in the Park	8,000	0	0	8,000	8,000	8,000	
000-493707 Cornhole League	0	2,260	0	380	0	2,000	
000-494481 LawEnforcemtOfficersStnd&Educ	5,082	4,489	5,000	4,152	4,152	5,000	
000-494482 Grants-Police, Fire, Gen Fund	0	541	12,500	0	0	0	
000-495100 Mobile Stage Rental Fees	1,550	0	0	3,600	3,600	0	
000-497000 Misc Income-Gen Fund	60,081	176,674	50,000	46,995	40,759	60,000	
000-497005 Schertz Magazine Advertising	133,575	155,537	140,000	117,993	142,000	145,000	
000-497100 Misc Income-Police	7,545	15,738	9,000	6,859	9,676	9,000	
000-497150 Misc Income-Fire Department	0	0	0	0	0	0	
000-497200 Misc Income-Library	2,236	4,785	3,000	3,251	3,000	3,000	
000-497210 Misc Income-Library Copier	9,674	9,021	15,000	11,532	14,000	14,000	
000-497300 Misc Income-Animal Control	224	721	800	330	500	500	
000-497400 Misc Income-Streets Dept	22,532	13,207	50,000	31,148	40,000	50,000	
000-497460 Misc Income-Parks	11,037	288	0	75	75	0	
000-497500 Misc Income-TML Ins. Claims	36,015	62,834	25,000	7,492	12,000	25,000	
000-497550 Misc Income-TML WC Reimbursmn	11,129	45,649	10,000	50,461	60,000	10,000	
000-497600 Misc Income-Vending Mach	1,382	800	2,500	965	1,200	1,600	
000-497610 Misc Income-Muni Court	0	0	0	2	0	0	
000-498000 Reimbursmnt-Gen Fund	47,542	0	20,000	0	0	20,000	
000-498105 Reimbursmt Police OT-DEA	30,802	38,501	35,000	22,517	35,000	35,000	
000-498110 Reimburmnt Fire-Emg Acti-OT	72,533	88,294	100,000	446,209	594,931	200,000	
000-498150 Reimbursement - Library	<u>13,509</u>	<u>19,824</u>	<u>13,000</u>	<u>0</u>	<u>9,000</u>	<u>7,000</u>	
TOTAL Miscellaneous	<u>804,912</u>	<u>720,561</u>	<u>706,050</u>	<u>846,687</u>	<u>1,097,943</u>	<u>839,850</u>	
TOTAL REVENUES	34,495,476	37,611,600	41,490,207	34,716,113	41,167,878	42,457,595	
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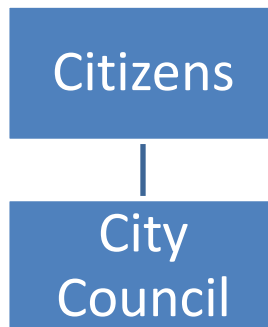
DEPARTMENT: 150 CITY COUNCIL
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz City Council is made up of eight elected officials. City residents currently elect a Mayor and seven Council members at-large. Mayors Pro Tempore shall be appointed by a majority vote of the City Council following a properly made motion to appoint a member who is both: (a) Eligible to serve as Mayor Pro Tempore; (b) Is, at the time of the motion, a Councilmember in good standing. The Mayor and seven City Council members are paid a modest stipend.

The Schertz City Council is the City's legislative body. It sets policies, approves budgets, determines tax rates and passes ordinances and resolutions to govern the City. Council also appoints citizen volunteers to approximately 10 City advisory boards, committees, and commissions; and appoints and supervises the performances of the City Manager, City Secretary, City Attorney, and Municipal Court Judges.

ORGANIZATIONAL CHART



PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Number of ordinances passed	61	41	43
Number of resolutions passed	131	140	140
Requests for Information	14	11	11

Number of Council Meetings	40	40	41
Requests for Agenda Items	7	7	10
Council on the Go Meetings	1	1	1
Council HOA Presidents Meeting	2	1	0

	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Meeting Attendance rate	95	95	98
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	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Personnel	\$37,823	\$38,102	\$41,750
Supplies	259	750	1,078
City Support Services	45,985	52,500	54,880
Operations Support	86	300	343
Staff Support	19,838	26,500	31,899
Professional Services	2,000	6,000	3,920
Operating Equipment	0	0	0
<i>Total</i>	<i>\$105,989</i>	<i>\$124,152</i>	<i>\$133,870</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The Proposed FY 2022-23 Budget increases 7.8% from the FY 2021-22 year-end estimates for additional funding for training and travel.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY COUNCIL							
=====							
<u>Personnel Services</u>							
150-511110 Regular	26,714	25,189	25,423	20,418	25,423	28,054	
150-511240 Allowances	9,659	9,940	9,971	8,172	9,971	10,729	
150-511310 FICA-Employer	<u>2,699</u>	<u>2,694</u>	<u>2,708</u>	<u>2,198</u>	<u>2,708</u>	<u>2,967</u>	
TOTAL Personnel Services	39,072	37,823	38,102	30,788	38,102	41,750	
<u>Supplies</u>							
150-521000 Operating Supplies	312	54	500	137	500	735	
150-521100 Office Supplies	<u>98</u>	<u>205</u>	<u>250</u>	<u>166</u>	<u>250</u>	<u>343</u>	
TOTAL Supplies	410	259	750	303	750	1,078	
<u>City Support Services</u>							
150-532350 Software Maintenance	4,500	0	4,500	0	0	0	
150-532600 City Elections	30,680	39,127	42,000	31,652	42,000	44,100	
150-532800 Special Events	<u>7,297</u>	<u>6,857</u>	<u>10,500</u>	<u>6,724</u>	<u>10,500</u>	<u>10,780</u>	
TOTAL City Support Services	42,476	45,985	57,000	38,376	52,500	54,880	
<u>Utility Services</u>							
<u>Operations Support</u>							
150-534200 Printing & Binding	<u>212</u>	<u>86</u>	<u>300</u>	<u>188</u>	<u>300</u>	<u>343</u>	
TOTAL Operations Support	212	86	300	188	300	343	
<u>Staff Support</u>							
150-535100 Uniforms	268	308	400	162	300	392	
150-535200 Awards	75	1,874	2,000	0	1,500	1,470	
150-535300 Memberships	12,028	12,413	13,000	8,118	13,000	12,740	
150-535400 Publications	57	0	200	139	200	147	
150-535500 Training/Travel	<u>12,338</u>	<u>5,243</u>	<u>11,500</u>	<u>10,029</u>	<u>11,500</u>	<u>17,150</u>	
TOTAL Staff Support	24,765	19,838	27,100	18,448	26,500	31,899	
<u>Professional Services</u>							
150-541300 Other Cons1/Prof Services	<u>3,950</u>	<u>2,000</u>	<u>6,000</u>	<u>2,150</u>	<u>6,000</u>	<u>3,920</u>	
TOTAL Professional Services	3,950	2,000	6,000	2,150	6,000	3,920	
<u>Operating Equipment</u>							
TOTAL CITY COUNCIL	110,886	105,989	129,252	90,253	124,152	133,870	

DEPARTMENT: 151 CITY MANAGER
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Manager and his department advise the Council on policy and operational planning issues. This department assures that policies adopted by the Council are carried out efficiently, fairly, and effectively. It oversees and manages the daily affairs of the City, assesses the long-term capital and service delivery needs of the City, and prepares and administers the annual operating and capital budget. The City Manager serves as a focal point for the management of City staff.

GOALS AND OBJECTIVES

- Develop strategic plans and systems to meet the many diverse needs of the community.
- Respond effectively and timely to City Council requests.
- Develop effective programs to enhance business development and growth.
- Develop management systems for efficient and effective use of resources
- Recruit, retain and develop talented staff.
- Evaluate, integrate, and utilize prudent technology to efficiently deliver municipal services to the community.

ORGANIZATIONAL CHART



CITY MANAGER	2020-21	2021-22	2022-23
City Manager	1	1	1
Assistant City Manager	2	2	2
Assistant to the City Manager	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	5	5	5

ECONOMIC DEVELOPMENT	2020-21	2021-22	2022-23
Executive Director	1	1	1
Deputy Director	0	1	1
Business Retention Manager	1	1	1
Economic Development Analyst	1	0	0
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$1,232,491	\$1,314,229	\$1,353,516
Supplies	1,064	1,200	1,470
City Support Services	3,697	2,000	1,960
Professional Services	0	13,641	0
Staff Support	11,502	22,146	24,349
Operating Equipment	1,200	0	0
Capital Outlay	0	44,000	0
<i>Total</i>	<i>\$1,249,953</i>	<i>\$1,397,216</i>	<i>\$1,381,295</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreases 1.1% from the FY 2021-22 year-end estimates. Wages increases are offset by vehicle replacements made in 2021-22 that will not carry forward to 2022-23.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY MANAGER							
=====							
<u>Personnel Services</u>							
151-511110 Regular	859,271	909,335	919,010	776,381	970,225	992,708	
151-511120 Overtime	1,063	499	240	1,428	2,000	240	
151-511180 LTD	555	0	0	0	0	0	
151-511210 Longevity	6,332	6,696	7,461	3,841	3,841	5,354	
151-511230 Certification Allowance	0	2,205	1,170	1,675	2,025	1,820	
151-511240 Allowances	7,200	7,200	6,912	6,092	7,477	6,912	
151-511310 FICA - Employer	59,328	64,896	70,956	53,539	75,396	76,487	
151-511350 TMRS-Employer	139,795	151,271	153,086	112,061	157,839	164,930	
151-511410 Health-Employer	79,541	89,103	100,468	74,516	94,075	103,491	
151-511500 Workers' Compensation	<u>951</u>	<u>1,286</u>	<u>1,460</u>	<u>1,351</u>	<u>1,351</u>	<u>1,574</u>	
TOTAL Personnel Services	1,154,036	1,232,491	1,260,763	1,030,883	1,314,229	1,353,516	
<u>Supplies</u>							
151-521100 Office Supplies	<u>1,481</u>	<u>1,064</u>	<u>1,607</u>	<u>929</u>	<u>1,200</u>	<u>1,470</u>	
TOTAL Supplies	1,481	1,064	1,607	929	1,200	1,470	
<u>City Support Services</u>							
151-532800 Special Events	<u>3,809</u>	<u>3,697</u>	<u>2,000</u>	<u>1,328</u>	<u>2,000</u>	<u>1,960</u>	
TOTAL City Support Services	3,809	3,697	2,000	1,328	2,000	1,960	
<u>Utility Services</u>							
<u>Operations Support</u>							
151-534200 Printing & Binding	<u>0</u>	<u>0</u>	<u>50</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operations Support	0	0	50	0	0	0	
<u>Staff Support</u>							
151-535100 Uniforms	887	35	775	384	775	760	
151-535200 Employee Recognition	1,383	755	2,500	1,484	5,000	4,900	
151-535300 Memberships	2,336	3,182	4,322	3,804	4,000	3,920	
151-535400 Publications	399	295	500	305	500	490	
151-535500 Training/Travel	3,053	6,143	14,400	13,018	11,500	11,270	
151-535510 Meeting Expenses	571	1,091	2,600	963	300	2,940	
151-535600 Professional Certification	<u>71</u>	<u>0</u>	<u>71</u>	<u>71</u>	<u>71</u>	<u>70</u>	
TOTAL Staff Support	8,700	11,502	25,168	20,030	22,146	24,349	
<u>Professional Services</u>							
151-541300 Other Cons'l/Prof Services	<u>0</u>	<u>0</u>	<u>13,641</u>	<u>13,641</u>	<u>13,641</u>	<u>0</u>	
TOTAL Professional Services	0	0	13,641	13,641	13,641	0	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<hr/>							
<u>Operating Equipment</u>							
151-571000 Furniture & Fixtures	<u>0</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Operating Equipment	0	1,200	0	0	0	0	
<u>Capital Outlay</u>							
151-581200 Vehicles & Access. Over \$5,00	<u>0</u>	<u>0</u>	<u>44,000</u>	<u>0</u>	<u>44,000</u>	<u>0</u>	<u></u>
TOTAL Capital Outlay	0	0	44,000	0	44,000	0	
<hr/>							
TOTAL CITY MANAGER	1,168,026	1,249,953	1,347,229	1,066,811	1,397,216	1,381,295	

DEPARTMENT: 152 MUNICIPAL COURT

FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

Municipal Court represents the judicial branch of the City's government; the Mayor and City Council serve as the executive and legislative branches. Municipal Court has jurisdiction over all Class C misdemeanors and City ordinances.

The staff of Municipal Court has various functions and responsibilities. The judge presides over all trials (jury and non-jury) and other court proceedings such as arraignments and show cause hearings. The judge also has magistrate duties (signing arrest warrants and juvenile warnings as well as visiting arrested individuals at the jail). The judge issues processes such as subpoenas, summons, and warrants and completes other administrative duties for the court functions and staff.

The court clerks are the administrative arm of the Municipal Court. The clerks are responsible for seeing that all of the court's papers are accurate, orderly, and complete. The clerk's primary responsibilities include processing citations, summons, complaints, warrants, past due letters, and show cause hearing letters. The clerks maintain the court's docket and coordinate case scheduling. The clerks directly interact with the public, providing all services needed including explaining to defendants the court procedures and their options. Clerks also receive payments, summon potential jurors, and ensure juror payment. Assist the judge with open records requirements, report convictions, Drivers Safety Course and alcohol violations to the Texas Department of Public Safety, assist the Marshal Officer's with warrants, and complete all required accounting reports.

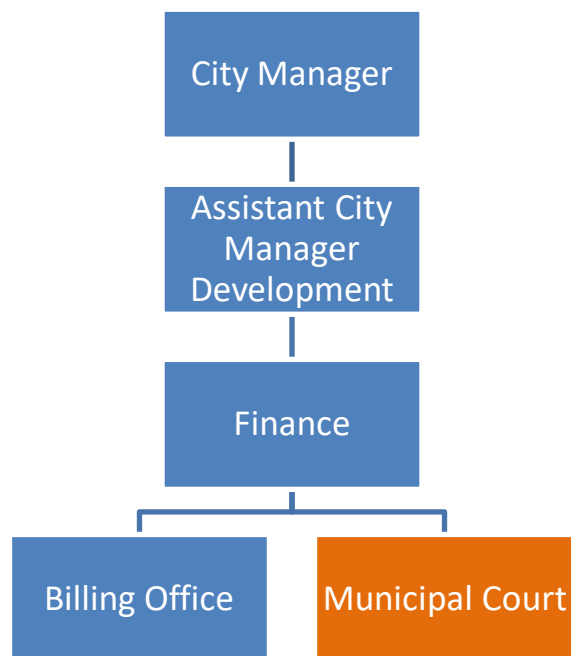
The prosecutor's duties include preparing and presenting the State's case at all municipal court trials, preparing and drafting complaints, arranging for the appearance of State's witnesses and requesting dismissal of cases under the appropriate circumstances.

GOALS AND OBJECTIVES

- Promote respect for the administration of justice through improvements in the Court's customer service and the physical attributes of the Municipal Court building.
- Implement the use of new technology and other innovative practices to maintain efficient and security.

- Promote traffic safety by focusing attention on fair and impartial punishment for those individuals charged in this court.
- Seek input from personnel to maintain a positive work environment.
- Renovate front counter to include and efficient workstation for clerks and defendants.

ORGANIZATIONAL CHART



MUNICIPAL COURT	2020-21	2021-22	2022-23
Court Administrator	1	1	1
Senior Deputy Court Clerk	1	1	1
Deputy Court Clerk	2	2	2
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Traffic Citations Filed	2,239	3,235	4,235
State Law Citations Filed	1,098	1,001	1,500
Municipal Ordinances Filed	232	218	250

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Cases Disposed	2,454	2,440	2,425
Charges Processed per Clerk	818	813	808

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Cases Disposed per Clerk	33%	33%	33%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel Services	\$293,161	\$334,459	\$329,450
Supplies	1,403	1,100	1,568
City Support Services	472	300	980
Operations Support	302	2,000	1,960
Staff Support	2,777	4,669	7,262
Court Support	0	540	980
Professional Services	43,379	42,000	65,954
Maintenance Services	2,065	1,868	8,526
Operating Equipment	0	3,500	0
<i>Total</i>	<i>\$343,557</i>	<i>\$390,436</i>	<i>\$416,680</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increased 6.7% from FY 2021-22 year-end estimates for an increase in the Judge services rates and a projected increase in prosecutor rates.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
MUNICIPAL COURT							
=====							
<u>Personnel Services</u>							
152-511110 Regular	179,388	192,215	198,234	174,229	218,816	211,171	
152-511120 Overtime	169	210	192	223	250	960	
152-511180 LTD	139	0	0	0	0	0	
152-511210 Longevity	7,402	7,978	8,739	8,739	8,739	9,635	
152-511230 Certification Allowance	485	1,186	1,152	2,056	2,553	2,477	
152-511310 FICA - Employer	13,039	14,584	15,895	13,451	17,622	17,052	
152-511350 TMRS-Employer	29,978	32,909	34,070	27,674	36,892	36,674	
152-511410 Health-Employer	39,532	43,808	47,619	40,341	49,284	51,130	
152-511500 Workers' Compensation	<u>87</u>	<u>270</u>	<u>327</u>	<u>303</u>	<u>303</u>	<u>351</u>	
TOTAL Personnel Services	270,220	293,161	306,228	267,016	334,459	329,450	
<u>Supplies</u>							
152-521000.Operating Supplies - CVE	0	0	0	0	0	98	
152-521100 Office Supplies	<u>1,559</u>	<u>1,403</u>	<u>1,500</u>	<u>806</u>	<u>1,100</u>	<u>1,470</u>	
TOTAL Supplies	1,559	1,403	1,500	806	1,100	1,568	
<u>City Support Services</u>							
152-532800 Special Events	<u>741</u>	<u>472</u>	<u>500</u>	<u>234</u>	<u>300</u>	<u>980</u>	
TOTAL City Support Services	741	472	500	234	300	980	
<u>Utility Services</u>							
<u>Operations Support</u>							
152-534200 Printing & Binding	<u>38</u>	<u>302</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>1,960</u>	
TOTAL Operations Support	38	302	2,000	0	2,000	1,960	
<u>Staff Support</u>							
152-535100 Uniforms	579	489	600	0	600	588	
152-535300 Memberships	545	655	810	520	590	794	
152-535400 Publications	0	15	500	353	279	490	
152-535500 Training/Travel	1,955	978	3,500	1,273	2,000	3,920	
152-535500.Training/Travel - Juv Case Mg	109	0	0	0	0	0	
152-535510 Meeting Expenses	<u>977</u>	<u>639</u>	<u>1,500</u>	<u>224</u>	<u>1,200</u>	<u>1,470</u>	
TOTAL Staff Support	4,164	2,777	6,910	2,370	4,669	7,262	
<u>Court Support</u>							
152-536500 Court/Jury Cost	<u>372</u>	<u>0</u>	<u>3,000</u>	<u>132</u>	<u>540</u>	<u>980</u>	
TOTAL Court Support	372	0	3,000	132	540	980	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
152-541310 Judges Services	30,475	27,000	37,000	19,825	27,000	36,260	
152-541320 Prosecutor Services	15,219	16,298	24,000	9,735	15,000	29,204	
152-541330 Interpreter Services	<u>0</u>	<u>81</u>	<u>700</u>	<u>0</u>	<u>0</u>	<u>490</u>	
TOTAL Professional Services	45,694	43,379	61,700	29,560	42,000	65,954	
<u>Maintenance Services</u>							
152-551800 Other Maintenance Agreements	<u>1,650</u>	<u>2,065</u>	<u>3,000</u>	<u>2,060</u>	<u>1,868</u>	<u>8,526</u>	
TOTAL Maintenance Services	1,650	2,065	3,000	2,060	1,868	8,526	
<u>Operating Equipment</u>							
152-571000 Furniture & Fixtures	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>1,637</u>	<u>3,500</u>	<u>0</u>	
TOTAL Operating Equipment	0	0	4,000	1,637	3,500	0	
<u>Capital Outlay</u>							
TOTAL MUNICIPAL COURT	324,437	343,557	388,838	303,815	390,436	416,680	

DEPARTMENT: PUBLIC AFFAIRS
DIVISION: 153 CUSTOMER RELATIONS/311
Fund: 101 General Fund

DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, 311 Customer Care connects callers with specially trained customer service representatives ready to assist with City service requests -- potholes, stray animals, street lights out, trash collection, special events and all other City requests. This division is under the supervision of the Communications Manager.

GOALS AND OBJECTIVES

- To provide excellent customer service to all callers
- To provide consistent and accurate information to all callers
- To reduce or eliminate abandoned calls
- To reduce or eliminate misrouted calls
- To improve call tracking capabilities to better analyze callers need for service

ORGANIZATIONAL CHART



CUSTOMER RELATIONS/311	2020-21	2021-22	2022-23
Customer Relations/311 Rep	2	2	2
Customer Relations/311 Rep (PT)	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Work Orders (initiated for other depts.)	519	500	500
Calls Received	22,963	15,000	18,000
Calls Not Answered	3070	1,500	1,700
Average Calls Per Day Received	81	62	73

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
--------	-------------------	---------------------	-------------------

Personnel	\$114,658	\$124,770	\$120,658
Supplies	149	100	123
Staff Support	342	430	421
Operating Equipment	0	0	0
<i>Total</i>	<i>\$115,148</i>	<i>\$125,300</i>	<i>\$121,202</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreases 3.3% from the FY 2021-22 year end estimates with no changes to operation.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CUSTOMER RELATIONS-311							
=====							
<u>Personnel Services</u>							
153-511110 Regular	80,642	84,225	84,512	71,965	90,910	86,895	
153-511120 Overtime	127	379	239	242	225	246	
153-511180 LTD	47	0	0	0	0	0	
153-511210 Longevity	1,774	2,038	2,302	2,302	2,302	2,627	
153-511310 FICA - Employer	6,043	6,545	6,652	5,615	7,140	6,859	
153-511350 TMRS-Employer	13,200	14,151	14,246	11,109	14,948	14,689	
153-511410 Health-Employer	7,406	7,203	8,617	7,371	9,118	9,201	
153-511500 Workers' Compensation	<u>99</u>	<u>117</u>	<u>137</u>	<u>127</u>	<u>127</u>	<u>141</u>	
TOTAL Personnel Services	109,338	114,658	116,705	98,731	124,770	120,658	
<u>Supplies</u>							
153-521100 Office Supplies	<u>99</u>	<u>149</u>	<u>100</u>	<u>53</u>	<u>100</u>	<u>123</u>	
TOTAL Supplies	99	149	100	53	100	123	
<u>Staff Support</u>							
153-535100 Uniforms	196	70	180	148	180	176	
153-535300 Memberships	0	97	0	0	0	0	
153-535500 Training/Travel	<u>604</u>	<u>175</u>	<u>250</u>	<u>0</u>	<u>250</u>	<u>245</u>	
TOTAL Staff Support	800	342	430	148	430	421	
<u>Operating Equipment</u>							
TOTAL CUSTOMER RELATIONS-311	110,238	115,148	117,235	98,932	125,300	121,202	

**DEPARTMENT: PLANNING & COMMUNITY
DEVELOPMENT
DIVISION: 154 PLANNING & ZONING
FUND: 101 GENERAL FUND**

DEPARTMENT DESCRIPTION

The Planning & Zoning Division ensures planned and purposeful development within the City limits and the Extraterritorial Jurisdiction through an efficient, consistent, unbiased, and effective development review process to promote quality development. The Division provides direction to help citizens, businesses, and developers implement successful projects that will benefit the community. Division responsibilities include the review and processing of development projects, such as commercial site plans, plats, zone changes, specific use permits, and annexations; the research and development of long range plans and goals to guide the future of our City; and the creation of development codes to tailor our regulations around citizen needs and city goals. The Division frequently collaborates with other departments within the City, including Engineering, Fire, and Inspections, as well as other governmental agencies, in order to shape a suburban environment that prioritizes safety. The Division also provides guidance and staff recommendations to the City Council, Planning and Zoning Commission, Board of Adjustment, and the Capital Improvements Advisory Committee to help them best serve the residents of Schertz.

GOALS AND OBJECTIVES

- Continue to assist property owners, developers, and engineers through our development process through timely and thorough project review.
- Review and update the Comprehensive Land Plan for the City, which will shape the future of Schertz to meet the desires and goals of the residents.
- Continue to reevaluate and modify regulations within the Schertz Unified Development Code to accommodate the evolving needs of our residents and make the development process more efficient and effective.
- Implement the Joint Land Use Study Strategies to promote compatibility of land uses and development with the long-range goals of Randolph AFB.
- Continue to update the website to provide improved customer service by updating flowcharts, providing information on current residential and commercial developments, providing information guides on how to apply for planning applications, and providing information on public hearing on the city's webpage.

- Promote staff development including continued education and cross training to provide outstanding customer service.
- Continue to digitize previous years case files into the digital records retention system to improve access and availability.
- Continue to provide regular updates to the website feature “What’s Developing in Schertz” to ensure residents are provided information on current development projects within the City.

ACCOMPLISHMENTS

- Implemented new permitting/planning/Code Enforcement software to provide increased customer service, transparency, and efficiency on all development projects.
- Received the 2021 Certificate of Achievement for Planning Excellence by the American Planning Association – Texas Chapter which recognizes a commitment to professional planning by City Administration, Elected and Appointed Officials and exemplary professional standards demonstrated by the Planning Department for the eighth year in a row.
- Maintained the partnership with Joint Base San Antonio (JBSA). Participated in the JBSA Technical Working Group for their Regional Compatible Use Plan update, to be completed in 2022/2023.
- Completed UDC amendments in relation to Article 15 Section 21.15.4 *Easements and Utilities*, Article 9 Section 21.9.9 *Tree Preservation and Mitigation*, Article 4 subsection 21.4.5 *Post Decision Procedures*, Article 8 subsection 21.8.9 in relation to allowing parking surface alternatives for a 6 month period, Article 9 subsection 21.9.10 in relation to Private Park requirements and Article 10 subsection 21.10.2 and 21.10.4 in relation to parking along Main Street and required spaces for mailbox kiosks in residential subdivisions.
- Attended various continuing education classes including American Planning Association- Texas Chapter conference, Certified Floodplain Manager training, Tony Koriath Supervisor Academy and Cybersecurity Training.
- Completed weekly updates to the website feature, “What’s Developing in Schertz”, to provide information on new residential subdivisions and new commercial sites currently under construction to improve public relations and transparency, while providing useful, accessible information to the public.

ORGANIZATIONAL CHART



PLANNING AND ZONING	2020-21	2021-22	2022-23
Senior Planner	2	2	2
Planner I	2	2	2
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Plats	29	32	32
Site Plans and Master Plan	15	18	18
Variances/Waivers	6	5	5
Zone Changes and Specific Use Permits	19	15	15
UDC/ Comp. Plan Revisions	3	5	5
Annexation	2	4	4
All Plats	\$44,500	\$54,000	\$54,000
Site Plan, Master Plan	\$19,000	\$23,000	\$23,000
Variance	\$1,500	\$2,500	\$2,500
Zone Change, Specific Use Permit	\$34,300	\$26,450	\$26,450
Other (Zoning Letters and Additional Admin fees)	\$2,700	\$2,550	\$2,550
Total Revenue	\$102,000	\$108,500	\$108,500

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$210,013	\$197,545	\$338,802
Supplies	807	2,020	1,980
Operations Support	129	248	243
Staff Support	3,174	33,939	34,584
Professional Services	20	400,100	196
Operating Equipment	6,375	1,639	319
<i>Total</i>	<i>\$220,517</i>	<i>\$635,491</i>	<i>\$376,123</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreased by 40.8% from the FY 2021-22 year-end estimate. \$400,000 for the master plan was originally allocated in the planning department. Because this is a multi-year project, we will be accounting for the funds in the project fund.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PLANNING & ZONING							
=====							
<u>Personnel Services</u>							
154-511110 Regular	127,131	140,148	184,062	102,375	127,985	225,095	
154-511120 Overtime	1,365	3,748	4,922	3,839	4,922	5,576	
154-511180 LTD	92	0	0	0	0	0	
154-511210 Longevity	1,296	1,055	1,016	926	926	1,198	
154-511230 Certification Allowance	104	0	0	0	0	0	
154-511310 FICA - Employer	9,494	10,641	15,220	7,600	10,238	17,734	
154-511350 TMRS-Employer	20,895	23,698	32,595	14,435	21,433	37,978	
154-511410 Health-Employer	18,932	30,471	42,648	26,795	31,758	50,865	
154-511500 Workers' Compensation	<u>162</u>	<u>252</u>	<u>306</u>	<u>283</u>	<u>283</u>	<u>356</u>	
TOTAL Personnel Services	179,471	210,013	280,769	156,253	197,545	338,802	
<u>Supplies</u>							
154-521000 Operating Supplies	225	89	620	301	620	608	
154-521100 Office Supplies	530	718	1,200	999	1,200	1,176	
154-521600 Equip Maint Supplies	<u>0</u>	<u>0</u>	<u>200</u>	<u>0</u>	<u>200</u>	<u>196</u>	
TOTAL Supplies	755	807	2,020	1,300	2,020	1,980	
<u>City Support Services</u>							
154-532400 Computer Fees & Licenses	<u>0</u>	<u>0</u>	<u>9,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL City Support Services	0	0	9,000	0	0	0	
<u>Operations Support</u>							
154-534200 Printing & Binding	<u>81</u>	<u>129</u>	<u>248</u>	<u>0</u>	<u>248</u>	<u>243</u>	
TOTAL Operations Support	81	129	248	0	248	243	
<u>Staff Support</u>							
154-535100 Uniforms	150	306	850	300	850	833	
154-535300 Memberships	1,013	1,128	2,073	1,270	2,073	2,411	
154-535400 Publications	254	0	500	89	500	490	
154-535500 Training/Travel Staff	(297)	790	22,626	0	22,626	23,118	
154-535500.Training/Travel Commission	794	950	7,390	714	7,390	7,242	
154-535510 Meeting Expenses	<u>0</u>	<u>0</u>	<u>500</u>	<u>347</u>	<u>500</u>	<u>490</u>	
TOTAL Staff Support	1,914	3,174	33,939	2,719	33,939	34,584	
<u>Professional Services</u>							
154-541400 Consulting	0	0	400,000	0	400,000	0	
154-541500 State/County Admin Fees	<u>36</u>	<u>20</u>	<u>100</u>	<u>50</u>	<u>100</u>	<u>196</u>	
TOTAL Professional Services	36	20	400,100	50	400,100	196	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

Operating Equipment

154-571000 Furniture & Fixtures	<u>593</u>	<u>6,375</u>	<u>1,639</u>	<u>285</u>	<u>1,639</u>	<u>319</u>	<u></u>
TOTAL Operating Equipment	593	6,375	1,639	285	1,639	319	

Capital Outlay

TOTAL PLANNING & ZONING	182,850	220,517	727,715	160,608	635,491	376,123	
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DEPARTMENT: 155 LEGAL SERVICES
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Attorney is the legal advisor to City Council and City Council's appointees, boards, commissions, committees, and staff. In addition, the City Attorney represents the City in all court cases where the City has an interest. Responsibilities of the City Attorney include providing legal advice to City Council, appointees, managers, boards, commissions, and committees in all legal matters; providing litigation and legal transaction services for the City and its enterprises; representing the City and its enterprises in employment matters; and reviewing, updating and maintaining the City Code.

GOALS AND OBJECTIVES

- To provide expert legal counsel on proposed ordinances.
- To attend all city council meetings, planning and zoning, and other meetings as needed and provide timely legal advice on proposed ordinances and related items.
- To represent the City in litigation.
- Prepare legal documents for City contracts and agreements.
- To provide counsel on strategic issues that will be of the most benefit the City.

ORGANIZATIONAL CHART



Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Operations Support	\$8,120	\$10,000	\$9,800
Professional Services	\$150,246	\$130,000	\$127,400
<i>Total</i>	<i>\$158,366</i>	<i>\$140,000</i>	<i>\$137,200</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreased 2.0% from the FY 2021-22 year end estimate with no changes to operation.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

LEGAL SERVICES

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Operations Support

155-534100 Advertising/Legal Notices	<u>4,342</u>	<u>8,120</u>	<u>10,000</u>	<u>2,494</u>	<u>10,000</u>	<u>9,800</u>	<u></u>
TOTAL Operations Support	4,342	8,120	10,000	2,494	10,000	9,800	

Professional Services

155-541200 Legal Svcs	<u>103,379</u>	<u>150,246</u>	<u>130,000</u>	<u>48,221</u>	<u>130,000</u>	<u>127,400</u>	<u></u>
TOTAL Professional Services	103,379	150,246	130,000	48,221	130,000	127,400	

TOTAL LEGAL SERVICES	107,722	158,366	140,000	50,714	140,000	137,200	
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DEPARTMENT: 164 CITY SECRETARY

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The position of City Secretary is a statutory position required by State law and the City Charter. The City Secretary's Office functions as a primary contact for citizens seeking information regarding the community, supports the City Council in the fulfillment of their duties and responsibilities as elected officials and provides daily assistance to all city administrative departments. The City Secretary serves as a member of the City Management Team and oversees the many functions of the City Secretary's Office, including election administration, record management and preservation and Council Services.

The City Secretary's Department supports, facilitates and strengthens the City of Schertz governmental process by recording all laws, resolutions, and ordinances approved by the City Council, preparing City Council agendas and giving notice of such meetings, countersigning or notarizing, as applicable, all contracts, commissions, and licenses, providing public information according to state guidelines, delivering continuity to the City of Schertz government by recording its legislative actions, both contemporary and archival, and serving as historian for the City, safeguarding and enriching the municipal election and records management processes, and assisting the City Council in fulfilling their goals.

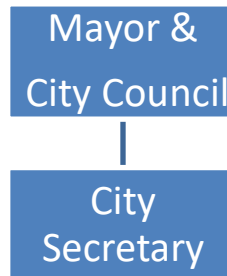
GOALS AND OBJECTIVES

The goals and objectives of the City Secretary's Department are to provide the following services for the City of Schertz:

- Public Information requests.
- Agendas and minutes for public meetings.
- Ordinances and resolutions.
- Election administration.
- Publication of legal notices.
- Alcohol permits for businesses.
- Process Liens (filed and released)
- Provides for the identification, maintenance, retention, security, electronic storage, disposition, and preservation of City records.
- Administer oaths.
- Attest contracts, assessment of certificates, and other legal instruments when executed by officers of the City of Schertz.

- Public Education (Student Mayor/Council Program, Volunteer Fair)
- Proclamations from the Mayor's Office.
- Perform such other duties as may be required of the City Secretary by the City Charter, the City Council, City Management, and state law.

ORGANIZATIONAL CHART



CITY SECRETARY	2020-21	2021-22	2022-23
City Secretary	1	1	1
Deputy City Secretary	1	1	1
TOTAL POSITIONS	2	2	2

PERFORMANCE INDICATORS

Workload	2020-21 Actual	2021-22 Estimated	2022-23 Budget
Ordinances Passed and Processed	61	41	40
Resolutions Passed and Processed	131	140	140
Council Meetings Attended	39	40	40
Open Records	571	450	425

Efficiency	2020-21 Actual	2021-22 Estimated	2022-23 Budget
Ordinances & Resolutions Executed within 72 hours of Council Meeting	98%	98%	98%
Documents completed, signed, scanned within 48 hours of council approval	98%	98%	98%
Council meeting minutes transcribed within 48 hours following Council meeting	98%	98%	98%
Agendas available to citizens within legally required timeframe - Posted on website	100%	100%	100%
Alcohol permits processed within the month of expiration	96%	97%	98%

Education Initiatives	2020-21 Actual	2021-22 Estimated	2022-23 Budget
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Student Mayor/Councilmember for the Day
Program

0 1 1

Budget	2020-21 Actual	2021-22 Estimated	2022-23 Budget
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Personnel	\$194,552	\$218,933	\$214,171
Supplies	1,082	1,150	1,127
City Support Services	5,921	10,000	11,760
Operations Support	43	150	147
Staff Support	3,144	4,950	6,591
Operating Equipment	250	0	0
<i>Total</i>	<i>\$204,993</i>	<i>\$235,183</i>	<i>\$233,796</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreases 0.6% from the FY 2021-22 year-end estimate with no changes to operation.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY SECRETARY							
=====							
<u>Personnel Services</u>							
164-511110 Regular	139,068	142,073	143,010	128,946	160,045	155,134	
164-511180 LTD	95	0	0	0	0	0	
164-511210 Longevity	1,804	2,125	2,072	2,072	2,072	2,336	
164-511310 FICA - Employer	10,069	10,810	11,092	9,837	12,402	12,039	
164-511350 TMRS-Employer	22,526	23,546	23,754	19,523	25,963	25,782	
164-511410 Health-Employer	19,391	15,806	17,353	14,777	18,240	18,632	
164-511500 Workers' Compensation	<u>148</u>	<u>193</u>	<u>228</u>	<u>211</u>	<u>211</u>	<u>248</u>	
TOTAL Personnel Services	193,102	194,552	197,509	175,366	218,933	214,171	
<u>Supplies</u>							
164-521100 Office Supplies	<u>910</u>	<u>1,082</u>	<u>1,150</u>	<u>778</u>	<u>1,150</u>	<u>1,127</u>	
TOTAL Supplies	910	1,082	1,150	778	1,150	1,127	
<u>City Support Services</u>							
164-532700 Records Management	<u>7,213</u>	<u>5,921</u>	<u>10,000</u>	<u>3,523</u>	<u>10,000</u>	<u>11,760</u>	
TOTAL City Support Services	7,213	5,921	10,000	3,523	10,000	11,760	
<u>Operations Support</u>							
164-534200 Printing & Binding	<u>0</u>	<u>43</u>	<u>150</u>	<u>139</u>	<u>150</u>	<u>147</u>	
TOTAL Operations Support	0	43	150	139	150	147	
<u>Staff Support</u>							
164-535100 Uniforms	0	0	100	0	100	98	
164-535300 Memberships	370	722	750	713	750	1,005	
164-535400 Publications	901	476	600	464	600	588	
164-535500 Training/Travel	<u>3,962</u>	<u>1,945</u>	<u>5,000</u>	<u>1,473</u>	<u>3,500</u>	<u>4,900</u>	
TOTAL Staff Support	5,232	3,144	6,450	2,650	4,950	6,591	
<u>Maintenance Services</u>							
<u>Operating Equipment</u>							
164-571000 Furniture & Fixtures	<u>0</u>	<u>250</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	0	250	1,000	0	0	0	
TOTAL CITY SECRETARY	206,457	204,993	216,259	182,456	235,183	233,796	

DEPARTMENT: 167 NON-DEPARTMENTAL
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

This department accounts for expenses and payments that are not specific to an individual function/department. Items in this department include city insurance, appraisal district contracts, contingency, and the emergency medical services contract.

Budget	2020-21 Actual	2021-22 Estimated	2022-23 Budget
City Support Services	\$779,549	\$565,000	\$949,620
Utility Services	7,123	0	0
Operations Support	141,919	123,000	126,420
City Assistance	1,406,900	1,324,233	1,367,604
Professional Services	100,288	98,025	113,803
Fund Charges/Transfers	122	27,979	27,757
Land Purchase	7,450	0	0
<i>Total</i>	<i>\$2,443,351</i>	<i>\$2,138,237</i>	<i>\$2,585,203</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increases 20.9% from the FY 2021-22 year-end estimate due to a projected 10.8% increase on commercial insurance rates and setting general contingency and personnel contingency to \$186,200 each.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
NONDEPARTMENTAL							
=====							
<u>City Support Services</u>							
167-532200 County Appraisal District	240,279	228,143	245,000	187,762	245,000	240,100	
167-532500 City Insurance-Commercial	243,251	260,108	265,000	310,747	320,000	337,120	
167-532900 Contingencies	3,494	291,297	138,411	16,336	0	186,200	
167-532901 Contingencies-Personnel	<u>0</u>	<u>0</u>	<u>190,500</u>	<u>0</u>	<u>0</u>	<u>186,200</u>	
TOTAL City Support Services	487,024	779,549	838,911	514,845	565,000	949,620	
<u>Utility Services</u>							
167-533200 Electric Utility Services	<u>0</u>	<u>7,123</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Utility Services	0	7,123	0	0	0	0	
<u>Operations Support</u>							
167-534000 Postage	8,096	6,841	8,000	5,994	8,000	8,820	
167-534300 Equipment Maint - Copiers	106,910	113,791	110,000	97,904	110,000	112,700	
167-534500 Memberships - Organizations	8,900	0	0	0	0	0	
167-534810 Electronic Filing Services	386	21,286	22,000	1,110	5,000	4,900	
167-534999 Misc. Expense	<u>70,086</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operations Support	194,378	141,919	140,000	105,008	123,000	126,420	
<u>Staff Support</u>							
<u>City Assistance</u>							
167-537100 Medical Services-EMS Contract	602,583	667,049	695,645	695,644	695,645	711,004	
167-537200 Main Street Local Program	88,588	118,115	50,000	37,196	50,000	49,000	
167-537450 Tax Reimbursements/Abatements	<u>1,223,379</u>	<u>621,736</u>	<u>570,000</u>	<u>578,588</u>	<u>578,588</u>	<u>607,600</u>	
TOTAL City Assistance	1,914,550	1,406,900	1,315,645	1,311,428	1,324,233	1,367,604	
<u>Professional Services</u>							
167-541500 State/County Admin Fees	0	126	125	35	125	123	
167-541600 Misc Bank Charges	746	971	750	823	900	980	
167-541800 Credit Card Service Fee	69,943	94,440	85,000	41,312	85,000	98,000	
167-541810 Credit Cards Fees - AMEX	<u>2,886</u>	<u>4,751</u>	<u>2,900</u>	<u>9,917</u>	<u>12,000</u>	<u>14,700</u>	
TOTAL Professional Services	73,575	100,288	88,775	52,087	98,025	113,803	
<u>Fund Charges/Transfers</u>							
167-548000 Transfer Out	0	(1,516)	0	0	0	0	
167-548106 Transfer Out- Special Events	205	(1,472)	0	0	0	0	
167-548204 Transfer Out - Drainage	0	0	17,229	0	17,229	17,222	
167-548615 Transfer Out - Hist. Committe	<u>169</u>	<u>3,109</u>	<u>10,750</u>	<u>0</u>	<u>10,750</u>	<u>10,535</u>	
TOTAL Fund Charges/Transfers	374	122	27,979	0	27,979	27,757	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

Operating Equipment

Capital Outlay

167-581010 Land Purchase	<u>0</u>	<u>7,450</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Capital Outlay	0	7,450	0	0	0	0	

TOTAL NONDEPARTMENTAL	2,669,901	2,443,351	2,411,310	1,983,367	2,138,237	2,585,203	
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DEPARTMENT: 170 PUBLIC AFFAIRS

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Public Affairs Department serves an internal audience of 386 employees, elected and appointed officials, as well as an estimated city population of 41,000.

Public Affairs is responsible for establishing and maintaining internal and external communications that enhance the understanding, perception, and image of the City of Schertz. Public Affairs promotes, organizes and supports informational, educational, and special event activities that benefit the community and/or City employees through advertising, production of city videos, radio spots, print ads, press releases, email blasts, website and electronic sign ad creation and posting, and award submissions.

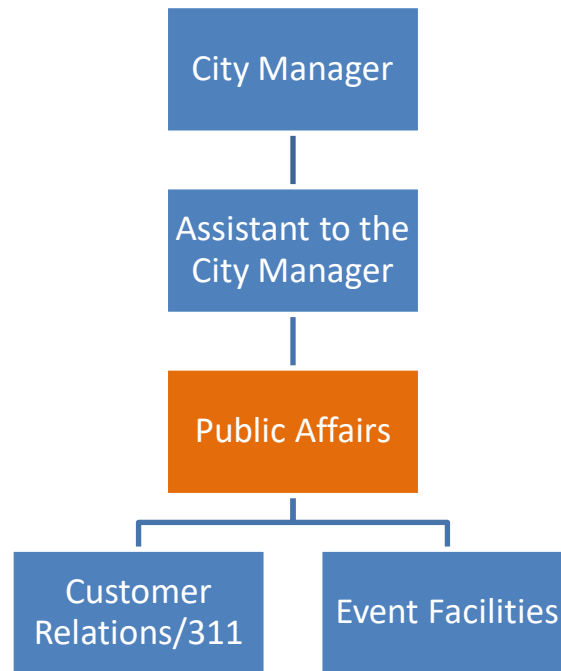
Public Affairs creates photographic/video/audio recording of City events and activities, designs City marketing materials, documents, hiring packets, graphics, logos, plaques, trophies, proclamations, etc.

Public Affairs publishes *Schertz Magazine*, one of the leading publications in the Tri County area with a circulation of 15,500 copies; including 14,000+ direct mailed and 500+ subscriptions. Over 1,000 magazines are distributed to businesses with hundreds of copies made available at local and regional banks, hospitals and clinics, schools, pharmacies, and restaurants.

Operations of the Event Facilities and 311 Customer Care are maintained under the umbrella of Public Affairs.

GOALS AND OBJECTIVES

- To be the primary source of City information for all current and potential residents and businesses.
- To disseminate accurate and timely information to residents and the media during emergency and non-emergency situations.
- To provide excellent customer service to all callers while providing accurate information.

ORGANIZATIONAL CHART

PUBLIC AFFAIRS	2020-21	2021-22	2022-23
Public Affairs Director	1	1	1
Communications Manager	1	1	1
Marketing and Communications Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output Measures	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Press Releases/News Flash/City			
Headlines	65	70	70
Marketing Materials Produced	82	150	125
Completed website work orders	68	70	70
Number of customers served (advertisers)	42	45	45
Number of Magazines Printed	190,000	191,400	192,000

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Percentage of Magazine Contracted	50%	50%	50%
Average cost per Advertising Run outside of the magazine	200	200	200

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Schertz Magazine Ad revenue	155,537	142,000	145,000
City Sponsored/Non-revenue			
Percentage open rate for e-newsletter	30%	40%	45%
Percentage click rate for e-newsletter	3%	3%	5%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$313,029	\$352,636	\$348,351
Supplies	1,663	1,100	1,078
City Support Services	0	1,000	490
Operations Support	39,119	40,755	48,172
Staff Support	3,163	3,926	7,840
Professional Services	246,818	263,900	256,760
Operating Equipment	0	600	0
<i>Total</i>	<i>\$603,792</i>	<i>\$663,917</i>	<i>\$662,691</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreases 0.2% from the FY 2021-22 year end estimate with no changes to operation.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
PUBLIC AFFAIRS							
=====							
<u>Personnel Services</u>							
170-511110 Regular	212,791	222,760	227,341	198,539	249,138	241,679	
170-511120 Overtime	247	206	1,010	488	500	1,038	
170-511180 LTD	149	0	0	0	0	0	
170-511210 Longevity	3,808	4,336	5,290	4,990	4,990	5,597	
170-511230 Certification Allowance	650	0	1,248	0	0	0	
170-511310 FICA - Employer	15,738	16,938	17,953	15,095	19,479	18,979	
170-511350 TMRS-Employer	34,775	37,119	38,446	30,387	40,779	40,643	
170-511410 Health-Employer	28,640	31,365	33,825	30,248	37,410	40,026	
170-511500 Workers' Compensation	<u>228</u>	<u>305</u>	<u>368</u>	<u>340</u>	<u>340</u>	<u>389</u>	
TOTAL Personnel Services	297,026	313,029	325,481	280,088	352,636	348,351	
 <u>Supplies</u>							
170-521000 Operating Supplies	146	973	400	305	400	392	
170-521100 Office Supplies	<u>418</u>	<u>689</u>	<u>700</u>	<u>502</u>	<u>700</u>	<u>686</u>	
TOTAL Supplies	564	1,663	1,100	807	1,100	1,078	
 <u>City Support Services</u>							
170-532800 Other Events	<u>990</u>	<u>0</u>	<u>1,000</u>	<u>528</u>	<u>1,000</u>	<u>490</u>	
TOTAL City Support Services	990	0	1,000	528	1,000	490	
 <u>Operations Support</u>							
170-534000 Postage	6,784	17,219	18,800	9,152	12,000	14,700	
170-534100 Advertising	6,549	7,604	8,300	3,862	8,300	8,428	
170-534200 Printing & Binding	13,633	13,801	19,715	13,384	20,000	24,500	
170-534500 Memberships - Organizations	255	255	340	255	255	270	
170-534550 Business Meetings/Networking	<u>144</u>	<u>240</u>	<u>280</u>	<u>160</u>	<u>200</u>	<u>274</u>	
TOTAL Operations Support	27,366	39,119	47,435	26,813	40,755	48,172	
 <u>Staff Support</u>							
170-535100 Uniforms	76	197	240	82	200	196	
170-535400 Publications	88	0	200	60	50	49	
170-535500 Training/Travel	2,278	2,734	10,480	2,970	3,500	7,350	
170-535510 Meeting Expenses	<u>341</u>	<u>232</u>	<u>350</u>	<u>176</u>	<u>176</u>	<u>245</u>	
TOTAL Staff Support	2,782	3,163	11,270	3,288	3,926	7,840	
 <u>Professional Services</u>							
170-541300 Other/Consl/Prof Services	14,620	24,076	32,500	25,667	24,900	16,660	
170-541305 Prof Services-Writers/Photogr	6,360	11,714	10,000	7,948	10,000	9,800	
170-541350 Magazine-Printing Services	90,962	94,369	114,000	91,065	114,000	117,600	
170-541355 Design Services	63,304	62,208	65,000	57,024	65,000	63,700	
170-541360 Magazine-Postage	52,383	54,451	50,000	38,208	50,000	49,000	
170-541365 Delivery Services	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Professional Services	228,379	246,818	271,500	219,912	263,900	256,760	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

Operating Equipment

170-571500 Operating Equipment	<u>0</u>	<u>0</u>	<u>700</u>	<u>0</u>	<u>600</u>	<u>0</u>	<u></u>
TOTAL Operating Equipment	0	0	700	0	600	0	

TOTAL PUBLIC AFFAIRS	557,109	603,792	658,486	531,436	663,917	662,691	
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DEPARTMENT: 173 ENGINEERING

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Engineering Department serves as technical advisor to the City Manager, City Council, Executive Staff, and other City departments. Engineering collaborates with Public Works, Planning and Community Development, Economic Development, Parks and Recreation, and other departments, citizens, developers, and other governmental agencies in order to effectively plan and implement infrastructure improvement and development for the organized growth of the City. Engineering works with Public Works and Finance to develop and implement the City's Capital Improvement Programs for water, wastewater, streets, and drainage. That responsibility includes the development and maintenance of infrastructure master plans; the prioritization of projects; the identification and procurement of project funding; and the management of the design and construction of necessary infrastructure.

The Engineering Department reviews applications for public and private land development for conformance with adopted engineering standards, policies, codes, and infrastructure master plans. Engineering Inspectors ensure that the construction of public infrastructure – both privately and publicly constructed – follows appropriate standards and specifications. Ensuring compliance promotes a safe community in which the essential services of the provision of water, wastewater, transportation, and drainage are available and arranged for fiscal sustainability.

The Engineering Department maintains standard construction details, technical specifications, and design guidelines.

The Transportation Safety Advisory Commission (TSAC) is staffed by the Engineering Department. The TSAC is a Commission that hears citizen input, considers transportation issues, and makes recommendations to City Council regarding traffic and transportation related matters throughout the City.

ORGANIZATIONAL CHART



ENGINEERING	2020-21	2021-22	2022-23
City Engineer	1	1	1
Engineer	3	3	4
Senior Graduate Engineer	1	1	1
Graduate Engineer	1	1	1
Engineering Inspector	2	2	3
TOTAL POSITIONS	8	8	10

ACCOMPLISHMENTS AND GOALS

FY 2021-2022 Accomplishments

- Along with other Departments, successfully managed the following Capital Improvement Projects (in various stages of completion):
 - Corbett Ground Storage Tank
 - Aviation Heights Water Main Replacements Phases 5-7
 - Ware Seguin to Lower Seguin and Greytown to Pfeil Loop Lines
 - Woman Hollering Creek Wastewater Trunk Main and Lift Station
 - Riata Lift Station Relocation
 - Crest Oak Sewer Line Upsize
 - FM 1518 Utility Relocations
 - 2018 Street Preservation and Maintenance Projects (including remedial efforts)
 - Trail and Bike Lane Project (technical support and contract administration for Parks)
 - Elbel Drainage and Resurfacing and Westchester Signalization
 - 2020 Street Preservation Resurfacing and Rehabilitation Projects
 - TriCounty Parkway Reconstruction
 - East Live Oak to IH 35 Tank 24" Dedicated Transmission Main

- Update of Water and Wastewater Master Plans and updated Impact Fee Ordinance
- Update of Lift Station Design Guide
- Update of Public Works Design Guide
- Update of Pavement Condition Index and Roadway System Assessment
- Permit Application and Implementation of Municipal Separate Storm Sewer (MS4) Program
- Maintained strategic partnership with Texas Department of Transportation

FY 2021-2022 Goals

- Continue improvement and update of standard construction details, technical specifications, and design guidelines
- Continue support of development and implementation of comprehensive Capital Improvement Program including water, wastewater, drainage, and roadway projects
- Complete Water and Wastewater Master Plans and implement updated Impact Fee ordinance
- Provide efficient, clear review of construction plans and other development submittals
- Continue promotion of efficacy of TSAC activities and actions
- Continue successful partnership with TxDOT

PERFORMANCE INDICATORS

Workload/Output Measures	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Capital Improvement Projects (number active)	17	20	20
Capital Improvement Projects dollar value	\$4.8 million	\$11.5 million	\$12.0 million
Nonresidential and Subdivision-Wide Grading and Clearing Permits Issued*	51	35	15
Single Family Nonresidential Grading and Clearing Permits Issued*	-	120	300
Grading and Clearing Permits Active (Average Monthly Concurrent Maximum)*	53	120	140
Grading and Clearing Permits Active (Concurrent Maximum)*	64	125	150
Grading and Clearing Permits Issued – acreage	505	510	500

Number of Non-Construction Plan Reviews (includes master plans, plats, site plans, etc.)	39	65	60
Residential Subdivision Construction – number of projects (completed projects)	4	6	8
Residential Subdivision Construction – dollar value of public improvements (completed projects)	\$6.0 million	\$13.0 million	\$13.5 million
Commercial Subdivision Construction – number of projects (completed projects)	2	6	2
Commercial Subdivision Construction – dollar value of public improvements (completed projects)	\$4.1 million	\$2.0 million	\$2.0 million

* Numbers appear inconsistent due to transition to new process for issuance of Grading and Clearing Permits for single family residential projects with mid-year implementation of CityView software.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$824,117	\$882,324	\$1,124,845
Supplies	979	2,250	1,715
City Support Services	0	1,265	0
Utility Services	5,212	5,500	7,938
Operations Support	93	150	147
Staff Support	6,084	13,810	15,651
Professional Services	34,465	53,115	49,000
Operating Equipment	(788)	1,000	11,122
Capital Outlay	0	0	100,000
<i>Total</i>	<i>\$870,162</i>	<i>\$959,414</i>	<i>\$1,310,418</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Engineering Budget increased 36.6% from the FY 2021-22 year end estimate for two new positions, inspector and engineer, and vehicle replacements.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
ENGINEERING							
=====							
<u>Personnel Services</u>							
173-511110 Regular	441,514	578,498	608,934	499,526	631,110	797,825	
173-511120 Overtime	210	349	500	422	500	750	
173-511180 LTD	318	0	0	0	0	0	
173-511210 Longevity	6,246	7,483	8,532	6,114	6,114	7,421	
173-511230 Certification Allowance	2,377	2,066	3,288	2,539	2,377	2,880	
173-511310 FICA - Employer	31,334	43,131	47,498	37,617	48,968	61,854	
173-511350 TMRS-Employer	72,013	98,700	101,718	75,006	102,512	132,461	
173-511410 Health-Employer	72,666	90,849	96,514	69,911	87,407	116,741	
173-511500 Workers' Compensation	<u>2,228</u>	<u>3,041</u>	<u>3,606</u>	<u>3,336</u>	<u>3,336</u>	<u>4,913</u>	
TOTAL Personnel Services	628,907	824,117	870,590	694,472	882,324	1,124,845	
<u>Supplies</u>							
173-521000 Operating Supplies	260	315	500	154	500	490	
173-521100 Office Supplies	877	575	2,000	340	1,500	980	
173-521300 Motor Vehicle Supplies	<u>37</u>	<u>89</u>	<u>250</u>	<u>21</u>	<u>250</u>	<u>245</u>	
TOTAL Supplies	1,173	979	2,750	516	2,250	1,715	
<u>City Support Services</u>							
173-532400 Computer Fees & Licenses	<u>432</u>	<u>0</u>	<u>1,265</u>	<u>1,265</u>	<u>1,265</u>	<u>0</u>	
TOTAL City Support Services	432	0	1,265	1,265	1,265	0	
<u>Utility Services</u>							
173-533330 Telephone/Internet	2,044	0	0	0	0	0	
173-533500 Vehicle Fuel	<u>4,259</u>	<u>5,212</u>	<u>5,500</u>	<u>3,962</u>	<u>5,500</u>	<u>7,938</u>	
TOTAL Utility Services	6,302	5,212	5,500	3,962	5,500	7,938	
<u>Operations Support</u>							
173-534000 Postage	0	0	50	31	50	49	
173-534200 Printing & Binding	<u>31</u>	<u>93</u>	<u>100</u>	<u>31</u>	<u>100</u>	<u>98</u>	
TOTAL Operations Support	31	93	150	62	150	147	
<u>Staff Support</u>							
173-535100 Uniforms	1,153	1,339	4,630	435	4,630	4,047	
173-535300 Memberships	1,207	1,880	2,550	1,660	2,550	2,499	
173-535400 Publications	310	109	500	0	500	490	
173-535500 Training/Travel	1,538	2,230	7,235	2,105	5,000	7,350	
173-535510 Meeting Expenses	541	294	480	167	480	627	
173-535600 Professional Certification	<u>231</u>	<u>231</u>	<u>650</u>	<u>495</u>	<u>650</u>	<u>637</u>	
TOTAL Staff Support	4,981	6,084	16,045	4,862	13,810	15,651	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
173-541100 Engineering Services	8,000	19,075	21,934	9,293	13,115	0	
173-541300 Other Professional Services	<u>7,791</u>	<u>15,390</u>	<u>40,000</u>	<u>9,350</u>	<u>40,000</u>	<u>49,000</u>	
TOTAL Professional Services	15,791	34,465	61,934	18,643	53,115	49,000	
<u>Operating Equipment</u>							
173-571000 Furniture & Fixtures	285	387	900	119	500	5,632	
173-571300 Computer & Periphe. < \$5000	<u>1,470</u>	(<u>1,175</u>)	<u>500</u>	<u>0</u>	<u>500</u>	<u>5,490</u>	
TOTAL Operating Equipment	1,755	(788)	1,400	119	1,000	11,122	
<u>Capital Outlay</u>							
173-581200 Vehicles & Access. Over \$5,00	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	
TOTAL Capital Outlay	0	0	0	0	0	100,000	
<hr/>							
TOTAL ENGINEERING	659,370	870,162	959,634	723,900	959,414	1,310,418	

DEPARTMENT: 256 POLICE

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

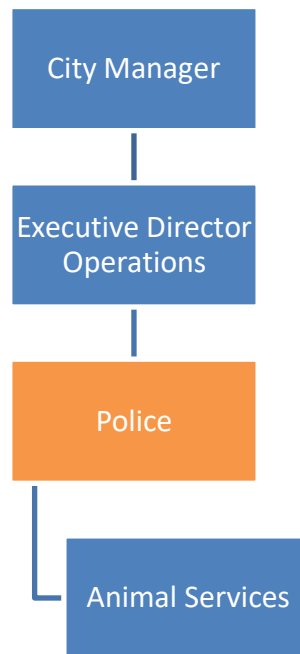
The Schertz Police Department provides service to approximately 32 square miles, with the City in three different counties. The police department receives thousands of calls for services annually through the communications division and dispatches for Police, Fire, Emergency Medical Service, and Animal Services. Additionally, the police department provides dispatch services for the City of Cibolo Police, Fire and Animal Services departments, and Schertz Emergency Medical Service dispatch for Cibolo, Marion, Seguin, and Santa Clara and other county areas. The Patrol Division provides a visible presence in the community, with the goal of crime prevention, crime reduction, traffic safety, and the promotion of overall public safety. The Investigations Division investigates incidents that occurred within the City, processes crime scenes, and follows up through prosecution with the County and District Attorneys of all three counties. The Records Unit receives and prepares cases for submission to County and District Attorneys. The School Resource Program provides a visible presence on the campuses within the City; makes educational presentations to the students and staff, along with investigating crimes on campus. The Animal Services Division is responsible for the enforcement of State laws and City ordinances regarding the care and treatment of animals, rabies control, and overall public health through disease and population control. The Community Outreach Officer interacts with Homeowner Associations, provides education and crime prevention programs to the community, and oversees the Citizens Police Academy and the Citizens on Patrol. Our Crime Victim Liaison protects the rights and assists in the needs of the crime victims in Schertz, Live Oak, and Cibolo

GOALS AND OBJECTIVES

- Promoting a safe community through public education, community involvement, criminal investigations, enforcement action and other essential services.
- Enhance our citizens' quality of life by promoting a feeling of safety for all citizens and visitors to the city, including neighborhoods, commercial areas, parks and public facilities.

- To increase department participation in community programs and increase citizen interest and participation in police department programs which lends to an attractive, safe community and promotes economic prosperity.
- To enhance the recruitment of high quality officers/personnel to serve the citizens of Schertz and to retain those employees in which the City has already invested with an engaged workforce.

ORGANIZATIONAL CHART



POLICE	2020-21	2021-22	2022-23
Chief of Police	1	1	1
Assistant Chief of Police	1	1	1
Captain	1	1	1
Lieutenants	4	4	4
Sergeants	7	7	7
Corporals	14	13	14
Officers	36	37	40
Administrative Assistant	2	2	2
Records Manager	1	1	1
Records Clerk	2	2	3
Civilian Evidence Technician	1	2	2
Crime Victim Liaison	1	1	1
Animal Services Manager	1	1	1
Animal Services Officer	4	4	4
Animal Services Kennel Tech	3	3	4
Communications Manager	1	1	1
Communications Shift Supervisor	4	4	4
Communications Officer	12	12	12
P/T Communications Officer (Irregular)	3	3	3
Crossing Guards (Part Time)	16	16	16
TOTAL POSITIONS	120	116	122

LAW ENFORCEMENT COMMISSIONS	2020-21	2021-22	2022-23
Fire Dept. Law Enforcement Commission	1	1	1
TOTAL COMMISSIONS	1	1	1

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Dispatch-911 Calls	26,492	29,072	31,929
Patrol-Citations/Warnings Issued	6,575	10,768	11,845
Inv-Criminal Cases Filed w/ Prosecutor	106	75	110
Inv-Cases Investigated per Investigator	155	160	175
Inv-Total Cases Cleared	110	155	170
Records-Total Active Alarm Permits	133	166	200
Records-Open Records Requests	1,667	1,571	1,780
Crime Victim Liaison-Assigned Cases	40	200	225

Workload/Output Marshals Division	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Marshals

Warrants Issued	2095	1650	2100
Warrants Cleared	1448	1625	1800
Animal Services	1070	925	1025
Animals Taken In	329	325	325
Adoptions	284	300	300
Return to Owner	152	110	215
Transferred Out	91	75	80
Wildlife Release	93	55	85
Euthanized			

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$8,793,001	\$9,290,452	\$9,578,065
Supplies	81,817	106,862	110,150
City Support Services	32,422	34,000	33,810
Utility Services	142,160	199,516	302,232
Operations Support	11,714	30,271	16,836
Staff Support	185,170	162,864	242,954
City Assistance	49,923	57,589	65,170
Professional Services	58,082	82,544	79,309
Maintenance Services	63,918	74,575	78,405
Rental/Leasing	0	0	0
Operating Equipment	292,746	151,303	396,115
Capital Outlay	244,451	521,537	666,300
<i>Total</i>	<i>\$9,955,402</i>	<i>\$10,711,513</i>	<i>\$11,569,347</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increases 8.0% from the FY 2021-22 year-end estimates for four new positions. Two school resource officers, a traffic officer, and a records management specialist.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
POLICE							
=====							
<u>Personnel Services</u>							
256-511110 Regular	3,850,341	5,797,035	5,802,519	4,799,061	6,032,895	6,173,372	
256-511120 Overtime	271,725	253,306	229,719	432,595	400,000	308,986	
256-511180 LTD	3,497	0	0	0	0	0	
256-511210 Longevity	110,398	108,667	113,900	110,263	113,900	109,919	
256-511220 Clothing Allowance	64,078	71,870	71,635	55,400	66,560	63,498	
256-511230 Certification Allowance	45,407	46,778	56,189	37,628	44,746	109,075	
256-511310 FICA - Employer	385,589	475,446	468,561	394,890	509,345	504,484	
256-511350 TMRS-Employer	843,649	1,043,504	1,011,718	793,878	1,066,295	1,090,634	
256-511410 Health-Employer	696,388	940,831	994,993	809,101	997,978	1,149,460	
256-511500 Workers' Compensation	<u>38,662</u>	<u>55,564</u>	<u>63,481</u>	<u>58,733</u>	<u>58,733</u>	<u>68,637</u>	
TOTAL Personnel Services	6,309,734	8,793,001	8,812,715	7,491,548	9,290,452	9,578,065	
<u>Supplies</u>							
256-521000 Operating Supplies	40,977	44,995	41,143	25,714	51,593	52,796	
256-521100 Office Supplies	6,102	7,009	7,500	4,151	6,969	7,350	
256-521150 Child Safety Supplies	2,835	2,497	5,245	0	5,000	3,112	
256-521200 Medical/Chem Supplies	308	18,258	28,510	18,149	26,148	27,636	
256-521300 Motor Veh. Supplies	<u>17,290</u>	<u>9,058</u>	<u>17,160</u>	<u>17,152</u>	<u>17,152</u>	<u>19,257</u>	
TOTAL Supplies	67,512	81,817	99,558	65,166	106,862	110,150	
<u>City Support Services</u>							
256-532500 City Insurance-Commercial	<u>26,401</u>	<u>32,422</u>	<u>26,500</u>	<u>33,970</u>	<u>34,000</u>	<u>33,810</u>	
TOTAL City Support Services	26,401	32,422	26,500	33,970	34,000	33,810	
<u>Utility Services</u>							
256-533200 Electric Utility Service	571	24,460	29,400	23,004	28,827	28,812	
256-533310 Telephone/Cell Phone	5,936	0	0	0	0	0	
256-533410 Water Utility Service	0	6,026	15,000	4,744	12,784	14,700	
256-533500 Vehicle Fuel	<u>77,402</u>	<u>111,674</u>	<u>148,800</u>	<u>126,141</u>	<u>157,905</u>	<u>258,720</u>	
TOTAL Utility Services	83,909	142,160	193,200	153,889	199,516	302,232	
<u>Operations Support</u>							
256-534100 Advertising	1,654	400	2,650	31	2,650	4,410	
256-534200 Printing & Binding	3,889	5,109	7,666	2,805	7,621	7,526	
256-534800 Temp Staff Services	<u>0</u>	<u>6,205</u>	<u>20,000</u>	<u>12,832</u>	<u>20,000</u>	<u>4,900</u>	
TOTAL Operations Support	5,543	11,714	30,316	15,668	30,271	16,836	
<u>Staff Support</u>							
256-535100 Uniforms	35,923	63,056	80,378	34,882	59,839	62,465	
256-535200 Awards	3,046	14	3,250	0	3,250	0	
256-535210 Employee Recognition-Morale	4,625	4,023	5,900	2,167	5,262	9,114	
256-535300 Memberships	2,876	2,824	3,525	2,115	3,290	3,528	
256-535400 Publications	74	264	490	390	390	260	
256-535500 Training/Travel	46,736	110,132	94,477	90,178	87,477	163,667	
256-535510 Meeting Expenses	<u>1,311</u>	<u>4,857</u>	<u>3,550</u>	<u>1,606</u>	<u>3,356</u>	<u>3,920</u>	
TOTAL Staff Support	94,590	185,170	191,570	131,338	162,864	242,954	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC SAFETY							
EXPENDITURES							
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>City Assistance</u>							
256-537100 Medical Services	1,278	42,247	49,800	46,229	47,310	55,272	
256-537800 Community Outreach	<u>8,676</u>	<u>7,676</u>	<u>10,500</u>	<u>6,669</u>	<u>10,279</u>	<u>9,898</u>	
TOTAL City Assistance	9,954	49,923	60,300	52,898	57,589	65,170	
<u>Professional Services</u>							
256-541300 Prof Services/Consulting	68,118	54,244	74,186	45,162	73,245	70,700	
256-541310 Contract Service - Crematory	0	513	1,300	819	684	980	
256-541700 Microchip Service	<u>0</u>	<u>3,325</u>	<u>9,780</u>	<u>3,325</u>	<u>8,615</u>	<u>7,629</u>	
TOTAL Professional Services	68,118	58,082	85,266	49,306	82,544	79,309	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
256-551400 Minor & Other Equip Maint	2,542	1,315	4,500	3,080	4,004	4,900	
256-551700 Abatement/Lot Cleaning	8,943	10,828	5,000	872	4,872	4,900	
256-551800 Other Maintenance Agreements	5,280	0	825	775	775	809	
256-551810 Maintenance Agr. - Radios	<u>46,410</u>	<u>51,775</u>	<u>66,980</u>	<u>33,775</u>	<u>64,925</u>	<u>67,796</u>	
TOTAL Maintenance Services	63,176	63,918	77,305	38,502	74,575	78,405	
<u>Debt Service</u>							
<u>Rental/Leasing</u>							
256-561200 Lease/Purchase Payments	<u>44,544</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Rental/Leasing	44,544	0	0	0	0	0	
<u>Operating Equipment</u>							
256-571000 Furniture & Fixtures	6,014	5,728	13,585	11,717	13,000	13,693	
256-571200 Vehicles & Access. LESS \$5,00	176,783	137,761	135,660	105,418	97,789	248,200	
256-571300 Computer & Periphe. < \$5000	67,147	29,327	15,260	13,008	15,000	19,541	
256-571600 Donation-Expense	125	552	0	0	0	0	
256-571800 Equipment under \$5,000	47,040	118,568	29,183	18,428	23,514	109,782	
256-571800.Operating Equipment CVE	<u>0</u>	<u>810</u>	<u>3,000</u>	<u>460</u>	<u>2,000</u>	<u>4,900</u>	
TOTAL Operating Equipment	297,109	292,746	196,688	149,031	151,303	396,115	
<u>Capital Outlay</u>							
256-581200 Vehicles & Access. Over \$5,00	324,804	158,300	374,392	293,253	360,650	417,000	
256-581300 Computer & Periphe. > \$5,000	0	0	24,961	18,144	38,144	12,900	
256-581800 Equipment Over \$5,000	<u>208,765</u>	<u>86,151</u>	<u>122,745</u>	<u>34,486</u>	<u>122,743</u>	<u>236,400</u>	
TOTAL Capital Outlay	533,569	244,451	522,098	345,882	521,537	666,300	
<hr/>							
TOTAL POLICE	7,604,159	9,955,402	10,295,516	8,527,198	10,711,513	11,569,347	

DEPARTMENT: 257 FIRE RESCUE

FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Schertz Fire Rescue Department is a paid career department that responds to all fire and emergency service calls in the City of Schertz, the contracted areas of Guadalupe and Bexar Counties, and through mutual aid, the surrounding cities. All department members are certified as structural firefighters and emergency medical technicians through the Texas Commission on Fire Protection and the Texas Department of State Health Services, respectively. Schertz firefighters are highly trained with many holding advanced firefighter, medical, and multi-discipline specialized certifications. Schertz Fire Rescue has an active public education/fire prevention program that conducts code review and enforcement within the city. Fire and arson investigation services are maintained within the department.

GOALS AND OBJECTIVES

- Deliver comprehensive safety services of the highest quality.
 - Respond to 90% of City within 5 minutes from time of dispatch.
 - Pre-fire plan all commercial occupancies in the city once per year, and extra hazard occupancies twice per year.
- Support and maintain a safe, healthy, well trained, and high performing work force.
 - Improve training opportunities and encourage involvement in specialized operations.
 - Build upon area-wide technical rescue, hazardous materials, and wildland strike teams.
- Provide high quality medical first responder service as part of an integrated emergency medical service.
 - Encourage advanced medical training and certifications.
 - Support emergency medical operations through interdepartmental cooperation.
- Become the community resource for life safety knowledge and information regarding Schertz Fire Rescue.
 - Semi-Annual inspects all schools and nursing homes.
 - Encourage public speaking for all firefighters.
 - Maintain safe construction and occupancy within the city through code enforcement.

- Attract and maintain a qualified and diverse workforce.
 - Encourage diverse applicants through career fairs and public education.
 - Continue to apply for staffing grants through Department of Homeland Security.

ORGANIZATIONAL CHART



FIRE RESCUE	2020-21	2021-22	2022-23
Fire Chief	1	1	1
Assistant Chief	1	1	1
Emergency Management Coordinator	1	1	1
Fire Marshal	1	1	1
Deputy Fire Marshal	1	1	1
Inspector	0	0	1
Battalion Chief	4	4	4
Lieutenant	9	9	9
Fire Apparatus Operator	9	9	9
Firefighter	18	18	21
Administrative Assistant	1	1	1
TOTAL POSITIONS	46	46	50

PERFORMANCE INDICATORS

Input	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Number of Commercial Occupancies	1030	1050	1065
Total staffing	46	46	46
Suppression staffing	39	39	39
Prevention staffing	2	2	2
Support staffing (command/training/admin)	5	5	5
Number of fire stations	3	3	3
Number of full-time engine companies	3	3	3

Workload/Output	2020-21 actual	2021-22 Estimate	2022-23 Budget
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Number of incidents	4516	4848	4950
Unit Responses (# calls for all units responding to all emergencies)	5700	6178	6300
Buildings preplan contacts			
Community Contact (citizen contact)	10000	10656	11500
Fire Inspections Conducted	450	350	430
Plan Reviews Completed	260	340	350
Training Hours Provided	6144	5320	7500

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Average Drive Time (Minutes)	5.70	5.70	5.65
% Drive Time < 5 Minutes	30%	31%	31%
% of Buildings Preplanned	100%	100%	100%
% Prevention Contacts	29%	29%	29%
Inspections per Inspector	262/233	100/250	150/300
Training Hours/Employee	205	220	235

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$5,703,001	\$6,581,806	\$6,361,751
Supplies	\$11,647	\$25,975	\$23,084
City Support Services	\$86,881	\$124,170	\$145,040
Utility Services	0	0	0
Operations Support	\$375	\$4,500	\$4,436
Staff Support	\$174,585	\$204,690	\$195,241
City Assistance	\$21,575	\$25,000	\$24,694
Professional Services	\$73,052	\$63,600	\$62,328
Maintenance Services	\$53,861	\$81,000	\$83,868
Other Costs	\$6,895	\$50,000	\$9,800
Rental/Leasing	\$0	\$39,745	\$26,460
Operating Equipment	\$341,500	\$119,000	\$101,920
Capital Outlay	\$86,409	\$473,637	\$149,000
<i>Total</i>	<i>\$6,559,780</i>	<i>\$7,793,123</i>	<i>\$7,187,622</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will decrease 7.8% from the FY 2021-22 year-end estimate. A fire inspector position and 3 new firefighter positions will be offset by less vehicle replacements/purchases and fewer state deployments.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

EXPENDITURES	<div> <div>(----- 2021-2022 -----)</div> <div>(----- 2022-2023 -----)</div> </div>						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
FIRE RESCUE							
=====							
<u>Personnel Services</u>							
257-511110 Regular	2,660,168	3,739,439	3,595,049	3,410,849	4,294,855	4,008,051	
257-511120 Overtime	245,103	341,523	268,674	451,472	425,000	420,793	
257-511180 LTD	2,149	0	0	0	0	0	
257-511210 Longevity	65,678	74,217	74,460	70,980	80,000	79,121	
257-511220 Clothing Allowance	13,800	13,356	13,478	11,520	13,478	14,377	
257-511230 Certification Allowance	38,035	19,705	47,597	17,225	21,290	59,453	
257-511310 FICA - Employer	255,633	308,626	304,702	288,171	369,849	348,784	
257-511350 TMRS-Employer	583,915	678,380	652,521	590,462	774,265	746,922	
257-511410 Health-Employer	446,229	496,330	543,697	460,396	569,300	643,715	
257-511500 Workers' Compensation	<u>21,768</u>	<u>31,424</u>	<u>36,499</u>	<u>33,769</u>	<u>33,769</u>	<u>40,535</u>	
TOTAL Personnel Services	4,332,478	5,703,001	5,536,677	5,334,844	6,581,806	6,361,751	
<u>Supplies</u>							
257-521000 Operating Supplies	4,342	6,943	10,375	5,522	10,375	6,860	
257-521100 Office Supplies	3,179	1,739	3,400	1,335	3,400	3,332	
257-521200 Medical/Chem Supplies	9,046	2,447	10,955	4,412	10,000	10,736	
257-521300 Motor Veh. Supplies	469	349	1,000	124	1,000	980	
257-521600 Equip Maint Supplies	<u>627</u>	<u>168</u>	<u>1,200</u>	<u>1,004</u>	<u>1,200</u>	<u>1,176</u>	
TOTAL Supplies	17,662	11,647	26,930	12,399	25,975	23,084	
<u>City Support Services</u>							
<u>Utility Services</u>							
257-533100 Gas Utility Service	5,513	5,553	7,000	4,582	7,500	6,860	
257-533200 Electric Utility Service	20,846	24,659	25,000	18,887	23,000	24,500	
257-533320 Telephone/Air Cards	0	2,778	0	494	470	5,880	
257-533330 Telephone/Internet	0	556	0	4,038	5,200	0	
257-533410 Water Utility Service	20,173	8,943	10,000	6,544	8,000	9,800	
257-533500 Vehicle Fuel	<u>30,183</u>	<u>44,393</u>	<u>38,000</u>	<u>53,252</u>	<u>80,000</u>	<u>98,000</u>	
TOTAL Utility Services	76,715	86,881	80,000	87,797	124,170	145,040	
<u>Operations Support</u>							
257-534200 Printing & Binding	<u>770</u>	<u>375</u>	<u>4,527</u>	<u>2,290</u>	<u>4,500</u>	<u>4,436</u>	
TOTAL Operations Support	770	375	4,527	2,290	4,500	4,436	
<u>Staff Support</u>							
257-535100 Uniforms	84,987	88,976	108,772	61,344	108,700	100,181	
257-535210 Employee Recognition-Morale	4,561	4,035	5,700	5,619	5,190	4,606	
257-535300 Memberships	3,307	1,750	3,800	1,396	3,800	3,724	
257-535400 Publications	1,472	1,969	2,500	2,966	3,000	2,450	
257-535500 Training/Travel	69,897	66,845	75,000	55,841	75,000	73,500	
257-535510 Meeting Expenses	2,783	3,475	3,000	2,040	3,000	2,940	
257-535600 Professional Certification	<u>7,493</u>	<u>7,535</u>	<u>8,000</u>	<u>2,534</u>	<u>6,000</u>	<u>7,840</u>	
TOTAL Staff Support	174,502	174,585	206,772	131,741	204,690	195,241	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

(PUBLIC SAFETY EXPENDITURES)							
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>City Assistance</u>							
257-537800 Community Outreach	23,618	21,575	25,198	7,397	25,000	24,694	
TOTAL City Assistance	23,618	21,575	25,198	7,397	25,000	24,694	
<u>Professional Services</u>							
257-541300 Other Professional Services	61,221	73,052	63,600	40,189	63,600	62,328	
TOTAL Professional Services	61,221	73,052	63,600	40,189	63,600	62,328	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
257-551400 Minor & Other Equip Maint	882	(457)	1,500	0	1,000	1,470	
257-551800 Other maintenance agreement	19,393	27,234	40,000	38,614	40,000	39,200	
257-551810 Maintenance Agr. - Radios	13,440	12,320	15,000	8,120	15,000	18,698	
257-551900 Construction	6,408	14,764	25,000	371	25,000	24,500	
TOTAL Maintenance Services	40,123	53,861	81,500	47,105	81,000	83,868	
<u>Other Costs</u>							
257-554200 Deployment-Reimb-TIFMAS	16,321	6,895	10,000	54,349	50,000	9,800	
TOTAL Other Costs	16,321	6,895	10,000	54,349	50,000	9,800	
<u>Debt Service</u>							
<u>Rental/Leasing</u>							
257-561200 Lease/Purchase Payments	8,990	0	39,025	38,745	39,745	26,460	
TOTAL Rental/Leasing	8,990	0	39,025	38,745	39,745	26,460	
<u>Operating Equipment</u>							
257-571000 Furniture & Fixtures	15,050	15,861	12,000	5,443	12,000	7,840	
257-571200 Vehicles & Access. LESS \$5,00	55,242	76,281	11,000	555	11,000	9,800	
257-571300 Computer & Periphe. < \$5000	18,923	15,961	8,000	4,059	8,000	7,840	
257-571310 Computer Software	7,167	11,894	8,000	108	7,000	7,840	
257-571400 Communication Equip LESS \$500	43,315	158,950	10,000	8,539	10,000	9,800	
257-571600 Police/Fire/Medical Equipment	39,021	49,371	55,000	15,544	55,000	53,900	
257-571800 Equipment under \$5,000	9,089	13,182	16,000	373	16,000	4,900	
TOTAL Operating Equipment	187,806	341,500	120,000	34,621	119,000	101,920	
<u>Capital Outlay</u>							
257-581200 Vehicles & Access. Over \$5,00	79,649	35,924	405,137	29,006	405,137	93,000	
257-581400 Communication Equip Over \$500	0	163	50,000	0	50,000	55,000	
257-581600 Donation-Expense	21,798	457	1,000	(625)	1,000	1,000	
257-581800 Equipment Over \$5,000	14,957	49,865	17,500	0	17,500	0	
TOTAL Capital Outlay	116,405	86,409	473,637	28,381	473,637	149,000	
<hr/>							
TOTAL FIRE RESCUE	5,056,610	6,559,780	6,667,866	5,819,857	7,793,123	7,187,622	

**DEPARTMENT: PLANNING AND COMMUNITY
DEVELOPMENT
DIVISION: 258 BUILDING INSPECTIONS
FUND: 101 GENERAL FUND**

DEPARTMENT DESCRIPTION

The Building Inspections Division assists customers seeking permits and inspections for various residential and commercial construction projects. The Division is responsible for maintaining health, safety, and welfare through professional review of building plans, permits and performing inspections to ensure consistency of the City's adopted building codes and ordinances. Staff works closely with citizens, contractors, builders, developers, and other City Departments to assist in creating an attractive and safe community.

GOALS AND OBJECTIVES

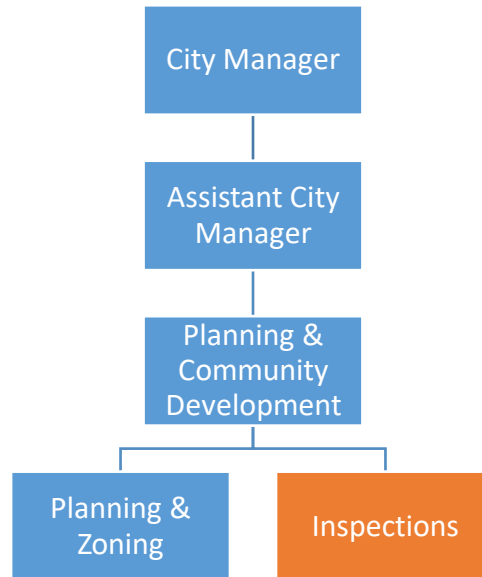
- Strive to provide superior customer service through courteous and professional relationships with the community.
- Continue to train counter staff to interpret building code regulations with the goal to successfully guide customers through the permit and inspection process.
- Promote and educate contractors and citizens on the newly implemented CityView software which has streamlined the process and provides transparency on construction projects.
- Continue to make website improvements to help educate the public on the permitting process, inspection process and online payment process.
- Continue to provide a high level of professional services to the varied stakeholders served, including builders, developers, landowners, neighborhood groups, business owners, appointed officials and Council members, and citizens of the community.
- Promote continuous staff development and cross training to improve efficiency and customer service by increasing the technical knowledge of staff.

- Continue to expand efforts for community education of Building Safety through the City of Schertz Building Safety Month activities.

ACCOMPLISHMENTS

- Successfully implemented CityView a new permitting/planning/Code Enforcement software which has improved the service to customers, transparency, and efficiency on all development projects.
- Focus on training opportunities for staff. Staff attended various continuing education classes virtually related to building code regulations, the Master Exam Prep Class for Plumbing, Coaching and Teambuilding Skills for Managers and Supervisors, ADA Accessibility Training, various webinars for inspector training, and training.
- Updated the website with the implementation of the CityView software related to permits, inspections, code complaints, and items related to construction projects.
- Continued the yearly program to raise awareness for Building Safety Month which included safety tips on the city social media site and an article in the Schertz Magazine.
- Implemented the new CityView customer portal which is a one location for to improve communication contractors and citizens and provide that one stop for submitting permits, make payments, request online inspections for customers.
- Continued to provide flexibility in meeting types by offering in-person or virtual meetings through Microsoft Teams to continue daily business with contractors and developers.
- Increased the use of the Residential Video Inspection Program which allows residents, contractors, and the city inspectors the ability to conduct virtual inspections on certain building projects.

ORGANIZATIONAL CHART



INSPECTIONS	2020-21	2021-22	2022-23
Dir. of Planning & Comm. Dev.	1	1	1
Administrative Assistant	1	1	1
Chief Building Official	1	1	1
Plans Examiner	1	1	2
Building Inspector	3	5	5
Permit Technician	2	2	2
Development Specialists	0	1	1
TOTAL POSITIONS	9	12	13

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
New Residential Construction	286	240	250
New Commercial Construction	15	30	30
Reroof Permits	302	400	400
Accessory/Temporary Building Permits	39	50	50
Deck/Patio Permits	105	100	100
Sign Permits	96	75	75
Other Permits	1701	1700	1700
Mechanical Permits	688	680	680
Electric Permits	700	750	750
Plumbing Permits	1122	1300	1,300
Total Permit/License/Fee Revenue	\$1,960,572	\$2,696,862	\$2,696,862

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Standard Inspections (i.e. framing) and Re-Inspections	12,538	12,000	12,000

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$884,169	\$967,417	\$1,059,498
Supplies	\$2,548	\$5,100	\$4,998
Utility Services	\$5,659	\$8,400	\$8,232
Operations Support	\$176	\$850	\$833
Staff Support	\$20,210	\$41,506	\$45,497
Professional Services	\$32,988	\$70,000	\$68,600
Operating Equipment	\$1,202	\$650	\$7,637
Capital Outlay	\$27,381	0	\$43,750
<i>Total</i>	<i>\$974,332</i>	<i>\$1,093,923</i>	<i>\$1,239,045</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increases 13.3% from the FY 2021-22 year-end estimate for a new Plans Examiner position, computer equipment, and a vehicle replacement.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
INSPECTIONS							
=====							
<u>Personnel Services</u>							
258-511110 Regular	584,720	609,349	644,618	530,102	655,190	718,192	
258-511120 Overtime	7,943	6,418	15,666	10,463	15,666	12,210	
258-511180 LTD	438	0	0	0	0	0	
258-511210 Longevity	13,073	11,506	11,025	11,692	11,692	11,700	
258-511230 Certification Allowance	300	1,781	288	2,275	2,700	2,122	
258-511310 FICA - Employer	43,092	46,519	51,343	40,672	53,422	56,897	
258-511350 TMRS-Employer	96,045	101,286	109,952	81,513	109,743	121,846	
258-511410 Health-Employer	90,583	105,488	126,884	94,652	116,989	134,058	
258-511500 Workers' Compensation	<u>1,335</u>	<u>1,822</u>	<u>2,178</u>	<u>2,015</u>	<u>2,015</u>	<u>2,473</u>	
TOTAL Personnel Services	837,530	884,169	961,954	773,384	967,417	1,059,498	
<u>Supplies</u>							
258-521000 Operating Supplies	532	569	1,300	422	1,300	1,274	
258-521100 Office Supplies	808	1,034	2,400	229	2,400	2,352	
258-521300 Motor Vehicle Supplies	175	322	900	217	900	882	
258-521600 Equip Maint Supplies	<u>0</u>	<u>623</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>490</u>	
TOTAL Supplies	1,516	2,548	5,100	868	5,100	4,998	
<u>City Support Services</u>							
<u>Utility Services</u>							
258-533500 Vehicle Fuel	<u>4,285</u>	<u>5,659</u>	<u>8,400</u>	<u>4,704</u>	<u>8,400</u>	<u>8,232</u>	
TOTAL Utility Services	4,285	5,659	8,400	4,704	8,400	8,232	
<u>Operations Support</u>							
258-534200 Printing & Binding	<u>155</u>	<u>176</u>	<u>850</u>	<u>31</u>	<u>850</u>	<u>833</u>	
TOTAL Operations Support	155	176	850	31	850	833	
<u>Staff Support</u>							
258-535100 Uniforms	4,195	5,279	8,900	1,717	8,900	8,722	
258-535300 Memberships	408	285	705	115	765	750	
258-535400 Publications	93	2,225	2,400	1,182	2,400	2,352	
258-535500 Training/Travel Staff	9,444	7,965	23,341	5,081	23,341	26,935	
258-535510 Meeting Expenses	430	799	1,900	1,326	1,900	1,862	
258-535600 Professional Certification	<u>1,586</u>	<u>3,657</u>	<u>4,200</u>	<u>1,080</u>	<u>4,200</u>	<u>4,876</u>	
TOTAL Staff Support	16,155	20,210	41,446	10,501	41,506	45,497	
<u>Professional Services</u>							
258-541300 Other Consl/Prof Services	<u>42,475</u>	<u>32,988</u>	<u>70,000</u>	<u>54,500</u>	<u>70,000</u>	<u>68,600</u>	
TOTAL Professional Services	42,475	32,988	70,000	54,500	70,000	68,600	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Operating Equipment</u>							
258-571000 Furniture & Fixtures	1,079	1,202	650	571	650	4,637	
258-571300 Computer & Periphe. < \$5,000	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	
TOTAL Operating Equipment	1,079	1,202	650	571	650	7,637	
<u>Capital Outlay</u>							
258-581200 Vehicles & Access. Over \$5,00	<u>0</u>	<u>27,381</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>43,750</u>	
TOTAL Capital Outlay	0	27,381	0	0	0	43,750	
<hr/>							
TOTAL INSPECTIONS	903,194	974,332	1,088,400	844,560	1,093,923	1,239,045	

**DEPARTMENT: PLANNING AND COMMUNITY
DEVELOPMENT
DIVISION: 259 Neighborhood Services
FUND: 101 GENERAL FUND**

DEPARTMENT DESCRIPTION

The Neighborhood Services Division works with the community to engage, educate, protect and promote the health, safety and keep Schertz a beautiful place to live. The Division is committed to providing outstanding service in order to help revitalize and enhance the community by performing inspections and providing services to create a sense of community and by promoting regular maintenance on residential and commercial properties. Environmental Health focuses on inspection services to promote public health and uses health safety best practices to ensure compliance with state and local health codes to include, but not limited to, food establishments, all public and semi-public aquatic facilities, and responds to complaints and concerns.

GOALS AND OBJECTIVES

- Foster resident pride in their neighborhood and create a sense of community.
- Encourage and improve property maintenance in residential and commercial areas.
- Seek to engage residents to change how residents see code enforcement.
- Work hand-in-hand with community stakeholders to increase and maintain a high quality of life and feeling of safety.
- Build programs and seek interdepartmental assistance to support the community.
- Start a volunteer program to assist with residential property maintenance, creek clean up, etc.
- Seek grants to support community programs such as add to community tool shed, tire disposal, and more.

ACCOMPLISHMENTS

- Successfully worked with the Love Where You Live volunteers to help residents and remediate code violations.
- Created an awareness video on Mosquito prevention “Fight the Bite”.
- Work with Public Affairs to brand the Division and post programs and regulations on social media including high grass and weed information, tree regulations, and junk and debris regulations.
- Attended HOA meetings to help foster relationships with neighborhood residents.
- Implemented a community tool shed to lend equipment to residents.
- Successfully worked with Utility companies to get cable lines buried in easements behind homes in multiple neighborhoods.
- Collaborate with the Parks Department on events to ensure the health and safety of food vendors and
- Attend a variety of events to promote Neighborhood Services.

ORGANIZATIONAL CHART



Neighborhood Services	2020-21	2021-22	2022-23
Manager	1	1	1
Code Enforcement Officers	3	3	3
Sanitarian	1	1	1
TOTAL POSITIONS	5	5	5

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Code Enforcement cases	2,822	3,002	3,500
Other permit (food/foster/pool)		215	225
Health Inspections		265	275

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$0	\$341,309	\$330,485
Supplies	0	3,994	3,914
Utility Services	0	10,000	8,624
Operations Support	0	3,419	3,351
Staff Support	0	23,393	26,561
Professional Services	0	2,500	2,450
Maintenance Services	0	15,000	14,700
Operating Equipment	0	1,325	319
Capital Outlay	0	0	76,000
<i>Total</i>	<i>\$0</i>	<i>\$400,940</i>	<i>\$466,403</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increases 16.3% from the FY 2021-22 year end for vehicle replacements.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC SAFETY							
EXPENDITURES							
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
NEIGHBORHOOD SERVICES							
=====							
<u>Personnel Services</u>							
259-511110 Regular	0	0	225,346	191,644	241,011	228,975	
259-511120 Overtime	0	0	4,664	2,224	4,664	5,000	
259-511210 Longevity	0	0	2,721	1,480	1,480	1,886	
259-511220 Clothing Allowance	0	0	3,506	1,469	1,469	0	
259-511230 Certification Allowance	0	0	1,090	1,650	2,025	1,453	
259-511310 FICA - Employer	0	0	18,026	14,645	19,175	18,128	
259-511350 TMRS-Employer	0	0	38,880	32,229	40,141	38,822	
259-511410 Health-Employer	0	0	16,645	23,869	30,034	34,861	
259-511500 Worker' Compensation	<u>0</u>	<u>0</u>	<u>1,416</u>	<u>1,310</u>	<u>1,310</u>	<u>1,360</u>	
TOTAL Personnel Services	0	0	312,294	270,519	341,309	330,485	
<u>Supplies</u>							
259-521000 Operating Supplies	0	0	1,044	545	1,044	1,023	
259-521100 Office Supplies	0	0	1,000	516	1,000	980	
259-521300 Motor Vehicle Supplies	0	0	1,725	431	1,200	1,176	
259-521600 Equip Maint Supplies	<u>0</u>	<u>0</u>	<u>2,155</u>	<u>151</u>	<u>750</u>	<u>735</u>	
TOTAL Supplies	0	0	5,924	1,644	3,994	3,914	
<u>Utility Services</u>							
259-533500 Vehicle Fuel	<u>0</u>	<u>0</u>	<u>12,595</u>	<u>3,563</u>	<u>10,000</u>	<u>8,624</u>	
TOTAL Utility Services	0	0	12,595	3,563	10,000	8,624	
<u>Operations Support</u>							
259-534200 Printing & Binding	<u>0</u>	<u>0</u>	<u>3,419</u>	<u>31</u>	<u>3,419</u>	<u>3,351</u>	
TOTAL Operations Support	0	0	3,419	31	3,419	3,351	
<u>Staff Support</u>							
259-535100 Uniforms	0	0	6,100	1,698	6,100	6,076	
259-535300 Memberships	0	0	450	75	450	441	
259-535400 Publications	0	0	1,190	0	1,190	980	
259-535500 Training/Travel	0	0	13,550	2,406	13,550	16,219	
259-535510 Meeting Expenses	0	0	1,200	194	200	980	
259-535600 Professional Certification	<u>0</u>	<u>0</u>	<u>1,903</u>	<u>235</u>	<u>1,903</u>	<u>1,865</u>	
TOTAL Staff Support	0	0	24,393	4,607	23,393	26,561	
<u>Professional Services</u>							
259-541300 Other Cons'l/Prof Services	<u>0</u>	<u>0</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>2,450</u>	
TOTAL Professional Services	0	0	2,500	0	2,500	2,450	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
259-551700 Abatement/Lot Cleaning	0	0	15,000	6,675	15,000	14,700	
TOTAL Maintenance Services	0	0	15,000	6,675	15,000	14,700	
<u>Operating Equipment</u>							
259-571000 Furniture & Fixtures < \$5,000	0	0	325	285	325	319	
259-571800 Equipment Less \$5,000	0	0	1,000	874	1,000	0	
TOTAL Operating Equipment	0	0	1,325	1,159	1,325	319	
<u>Capital Outlay</u>							
259-581200 Vehicles & Access. Over \$5,00	0	0	0	0	0	76,000	
TOTAL Capital Outlay	0	0	0	0	0	76,000	
<hr/>							
TOTAL NEIGHBORHOOD SERVICES	0	0	377,450	288,198	400,940	466,403	
<hr/>							
TOTAL PUBLIC SAFETY	13,563,963	17,489,515	18,429,232	15,479,813	19,999,499	20,462,417	

DEPARTMENT: PUBLIC WORKS
DIVISION: 359 STREETS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Street Division provides high quality service in design, construction, and renovation of streets to provide safe and efficient movement of people and goods through a well-designed, operated, and maintained transportation network. As part of the Streets division's focus to offer the highest level of customer service while being stewards of tax dollars, the division evaluates affordability and efficiency options for providing street maintenance service, including a weekly chipping service.

GOALS AND OBJECTIVES

- Apply preventative maintenance strategies to extend the life of City streets and reduce unscheduled maintenance.
- Plan, design, construct, operate, and maintain traffic functions, traffic control devices, street resurfacing and rehabilitation, streetlights, street signs, street sweeping, and crosswalk signals.
- Emphasize safety to reduce preventable accidents.
- Provide traffic counts and speed information on specific streets as requested.
- Design and prepare street maintenance plans, pothole patching, and sidewalk repair/construction.

ORGANIZATIONAL CHART



STREETS	2020-21	2021-22	2022-23
Director	1	1	1
Assistant Director	1	1	1
Streets/Drainage Manager	1	1	1
Street Superintendent	1	1	1
Street Supervisor	1	1	1
Street Worker II	5	5	5
Street Worker I	7	7	7
TOTAL POSITIONS	15	15	15

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Street Sweeping hours	2173	3752	3900
Number of signs produced	1207	2110	2520
Quantity of asphalt purchased (tons)	482	2050	2050
Special projects (Hours)	1433	2100	2250
Street centerline miles	165	172	180

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Annual cost to operate street sweepers (operators and fuel)	120,500	125,000	135,000
Cost per ton of asphalt	45	65	75
Approved daily budget expenditures for operation	5,583	8,165	9,630

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Hours spent on roadway maintenance	3788	8037	6000
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Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Personnel	\$815,232	\$1,012,792	\$1,110,661
Supplies	100,222	157,950	178,850
City Support	133	6,000	5,880
Utility Services	188,189	195,000	196,000
Staff Support	18,944	22,200	22,050
Professional Services	12,495	16,000	30,380
Maintenance Services	213,778	485,500	725,790
Rental/Leasing	2,612	5,000	4,900
Operating Equipment	30,581	6,000	6,370
Capital Outlay	31,623	160,975	157,500
<i>Total</i>	<i>\$1,413,809</i>	<i>\$2,067,417</i>	<i>\$2,438,381</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 17.9% from the FY 2021-22 year-end estimate. FY 2022-23 budget includes an additional \$250,000 for Street Preservation and Maintenance (SPAM).

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC ENVIRONMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
STREETS							
=====							
<u>Personnel Services</u>							
359-511110 Regular	491,757	513,176	640,785	523,261	655,150	714,548	
359-511120 Overtime	8,099	15,870	6,240	14,539	15,000	18,192	
359-511180 LTD	389	0	0	0	0	0	
359-511210 Longevity	16,786	12,628	18,074	18,070	17,823	18,628	
359-511230 Certification Allowance	1,685	1,985	4,656	2,539	3,116	2,880	
359-511310 FICA - Employer	37,636	40,486	50,805	41,689	52,868	56,437	
359-511350 TMRS-Employer	82,680	90,140	109,409	82,850	110,678	123,323	
359-511410 Health-Employer	97,233	119,622	154,187	110,437	134,616	150,341	
359-511500 Workers' Compensation	<u>15,678</u>	<u>21,325</u>	<u>25,444</u>	<u>23,541</u>	<u>23,541</u>	<u>26,312</u>	
TOTAL Personnel Services	751,943	815,232	1,009,600	816,926	1,012,792	1,110,661	
<u>Supplies</u>							
359-521000 Operating Supplies	2,323	3,791	3,750	2,139	3,750	3,675	
359-521050 Operating Supplies-Sign	37,663	27,714	50,000	29,640	60,000	58,800	
359-521052 Operating Supplies-Dept Sign	0	0	10,000	3,448	10,000	9,800	
359-521055 Operating Supplies-StreetMain	58,311	65,470	79,625	38,633	80,000	88,200	
359-521100 Office Supplies	398	179	400	214	400	3,675	
359-521200 Medical/Chem Supplies	625	1,980	2,000	1,637	2,000	4,900	
359-521300 Motor Veh. Supplies	<u>1,657</u>	<u>1,087</u>	<u>3,700</u>	<u>2,557</u>	<u>1,800</u>	<u>9,800</u>	
TOTAL Supplies	100,976	100,222	149,475	78,268	157,950	178,850	
<u>City Support Services</u>							
359-532800 EMPLOYEE APPRECIATION EVENTS	<u>2,478</u>	<u>133</u>	<u>6,000</u>	<u>1,794</u>	<u>6,000</u>	<u>5,880</u>	
TOTAL City Support Services	2,478	133	6,000	1,794	6,000	5,880	
<u>Utility Services</u>							
359-533200 Electric Utility Service	148,268	149,738	140,000	123,564	150,000	137,200	
359-533410 Water Utility Service	562	144	600	0	0	0	
359-533500 Vehicle Fuel	<u>30,504</u>	<u>38,307</u>	<u>52,000</u>	<u>39,899</u>	<u>45,000</u>	<u>58,800</u>	
TOTAL Utility Services	179,334	188,189	192,600	163,463	195,000	196,000	
<u>Operations Support</u>							
<u>Staff Support</u>							
359-535100 Uniforms	14,355	12,447	14,500	7,315	14,500	14,210	
359-535500 Training/Travel	1,187	5,279	10,720	7,406	6,500	7,840	
359-535510 Meeting Expenses	541	1,141	700	234	1,200	0	
359-535600 Professional Certification	<u>0</u>	<u>77</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	16,083	18,944	25,920	14,954	22,200	22,050	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PUBLIC ENVIRONMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>City Assistance</u>							
<u>Professional Services</u>							
359-541310 Contractual Services	9,765	12,495	52,600	7,536	16,000	30,380	
TOTAL Professional Services	9,765	12,495	52,600	7,536	16,000	30,380	
<u>Maintenance Services</u>							
359-551100 Building Maintenance	0	0	0	0	500	0	
359-551400 Minor & Other Equip Maint	0	316	500	0	0	490	
359-551600 Outsourced Street Maintenance	151,779	213,462	299,000	233,935	400,000	642,000	
359-551650 Sidewalk Maintenance	0	0	86,000	10,872	85,000	83,300	
TOTAL Maintenance Services	151,779	213,778	385,500	244,807	485,500	725,790	
<u>Debt Service</u>							
<u>Rental/Leasing</u>							
359-561100 Rental-Equipment	1,900	2,612	5,000	4,285	5,000	4,900	
TOTAL Rental/Leasing	1,900	2,612	5,000	4,285	5,000	4,900	
<u>Operating Equipment</u>							
359-571000 Furniture & Fixtures	240	236	200	112	2,000	1,470	
359-571200 Vehicles & Access under \$5,00	0	1,190	0	0	0	0	
359-571750 Street Crossing Minor Imprvmn	55,194	22,517	45,000	0	0	0	
359-571800 Equipment under \$5,000	1,201	6,638	4,000	4,764	4,000	4,900	
TOTAL Operating Equipment	56,635	30,581	49,200	4,876	6,000	6,370	
<u>Capital Outlay</u>							
359-581200 Vehicles & Access. Over \$5,00	250,025	31,623	0	0	0	51,250	
359-581750 Street Crossing Improvements	506	0	0	0	0	0	
359-581800 Equipment Over \$5,000	0	0	162,075	101,917	160,975	106,250	
TOTAL Capital Outlay	250,531	31,623	162,075	101,917	160,975	157,500	
TOTAL STREETS	1,521,424	1,413,809	2,037,970	1,438,826	2,067,417	2,438,381	
TOTAL PUBLIC ENVIRONMENT	1,521,424	1,413,809	2,037,970	1,438,826	2,067,417	2,438,381	

**DEPARTMENT: 460 PARKS, RECREATION AND
COMMUNITY SERVICES
FUND: 101 GENERAL FUND**

DEPARTMENT DESCRIPTION

The Parks, Recreation, and Community Services department oversees the maintenance and management of approximately 438 acres of park land, to include the maintenance of municipal facilities, creek ways, swimming pools, park irrigation systems, trails, restrooms, pavilions, open space, playground equipment, benches, picnic tables, lighting, mowing contracts oversight, campus formal bed maintenance contracts, and oversight of athletic field maintenance by sports associations (Buffalo Valley Youth Association and Schertz Youth Soccer Alliance). It conducts community-wide tree planting and beautification programs. Acquires, designs, constructs, and renovates existing and additional park land and facilities. It provides citizen input and communication venues utilizing the Parks and Recreation Advisory Board, community surveys, and community meetings. It plans and implements over 50 special events, recreation programs, and parades. The Director of Parks, Recreation, and Community Services oversees the budgets for Parks, Swimming Pools, Tree Mitigation, Parkland Dedication, and the Special Events Fund. In addition, the Director oversees and manages the contracts with the YMCA of Greater San Antonio for the staffing and programming of the Recreation Center, the Schertz Area Senior Center, the Schertz Aquatics Center, and the outdoor pools at Pickrell Park and Wendy Swan Memorial Park.

GOALS AND OBJECTIVES

- Continue to develop a system of parks, open space, recreational facilities, and leisure services that will meet the needs of an expanding community.
- Implement the on-going Parks and Open Space Master Plan recommendations and priorities to keep pace with the needs of an expanding community.
- Continue the development of trails and greenbelts to improve connectivity among parks, neighborhoods, churches, schools, public facilities, and municipal buildings.
- Provide recreational and leisure opportunities to City of Schertz residents of all ages through the provision of high-quality parks and recreational facilities, swimming pools, and senior center.

- Continue to expand our internal, recreation services program through our Music & Movies in the Park series, restructuring of our established special events, and introduction of more adult-oriented sports opportunities.
- Continue to expand our nature park educational opportunities through more organized, structured site tours and programming accomplished through partnerships with the Friends of Crescent Bend Nature Park, members of the local birding community, and the local school district (SCUCISD).

ORGANIZATIONAL CHART



PARKS, RECREATION & COMMUNITY SERVICES	2020-21	2021-22	2022-23
Director of Parks, Recreation & Community Services	1	1	1
Administrative Assistant	1	1	1
Parks Manager	1	1	1
Park Maintenance Crew Supervisor	1	1	1
Park Maintenance Technician I	5	5	6
Park Worker I, Part Time	1	1	1
Seasonal Park Workers	1	1	1
Recreation Manager	1	1	1
Events Specialist	1	1	1
TOTAL POSITIONS	13	13	14

PERFORMANCE INDICATORS

Workload/Outputs	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Total Acres of Park Land Managed	425.31	438.97	438.97
Total Acres of City Campuses Managed	36.03	36.03	36.03
Total Acres of Land Managed Per FTE	76.89	79.17	79.17
Total Miles of Trails Managed	25	25	25.6
Special Events, Programs & Parades	50	50	50

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Acres of Contractual Mowing	119.40	123.09	123.09
Acres of Athletic Association Maintenance	70.02	70.02	70.02
Hours of Volunteer Service	800	500	500
Hours of Athletic Association Service	1,200	1,200	1,200

Effectiveness	2020-21 actual	2021-22 Estimate	2022-23 Budget
Cost Benefit for Athletic Association Field Maintenance	\$550,000	\$550,000	\$550,000
Cost Benefit for Volunteer Hours	\$12,000	\$7,500	\$7,500
Special Events Attendance	15,000	25,000	25,000
Youth Sports Registrations (BVYA & SYSA)	3,800	1,900	3,800

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$669,997	\$729,822	\$840,485
Supplies	122,154	113,148	83,643
City Support Services	153,879	141,749	156,800
Utility Services	260,988	256,000	250,880
Operations Support	1,049	2,000	1,960
Staff Support	15,958	19,670	19,277
Professional Services	146,145	147,946	144,987
Maintenance Services	76,649	14,000	13,720
Rental/Leasing	10,038	10,000	9,800
Operating Equipment	52,345	65,000	63,700

Capital Outlay	152,667	280,997	359,197
<i>Total</i>	<i>\$1,661,869</i>	<i>\$1,780,332</i>	<i>\$1,944,449</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 9.2% from the FY 2021-22 year-end estimate for a new Parks maintenance technician position and vehicle and equipment replacements.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PARKS & RECREATION

EXPENDITURES	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

PARKS

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Personnel Services

460-511110 Regular	402,157	440,047	498,671	394,513	484,401	552,864	
460-511120 Overtime	13,716	19,562	18,245	19,671	20,000	21,536	
460-511180 LTD	237	0	0	0	0	0	
460-511210 Longevity	3,157	3,208	4,156	5,140	5,140	2,288	
460-511230 Certification Allowance	1,319	4,337	9,069	5,233	6,335	4,752	
460-511310 FICA - Employer	30,038	34,462	40,543	31,493	39,465	44,473	
460-511350 TMRS-Employer	65,428	74,854	84,482	63,265	82,618	92,828	
460-511410 Health-Employer	71,605	88,767	97,967	72,909	86,463	115,052	
460-511500 Workers' Compensation	<u>3,428</u>	<u>4,760</u>	<u>5,837</u>	<u>5,400</u>	<u>5,400</u>	<u>6,692</u>	
TOTAL Personnel Services	591,086	669,997	758,970	597,625	729,822	840,485	

Supplies

460-521000 Operating Supplies	33,624	34,029	32,750	26,286	32,750	32,095	
460-521100 Office Supplies	1,617	2,038	1,500	1,840	1,500	1,470	
460-521200 Medical/Chem Supplies	2,819	3,254	4,100	4,131	4,100	4,018	
460-521300 Motor Vehicle Supplies	190	532	500	74	500	490	
460-521310 Landscaping Supplies-Parks	19,806	38,610	18,500	19,608	18,500	18,130	
460-521315 Landscaping Supplies-Campus	19,636	32,273	22,500	27,142	22,500	22,050	
460-521400 Plumbing Supplies	3,544	11,208	32,798	1,794	32,798	4,900	
460-521610 Building Maintenance Supplies	<u>256</u>	<u>211</u>	<u>500</u>	<u>5</u>	<u>500</u>	<u>490</u>	
TOTAL Supplies	81,491	122,154	113,148	80,879	113,148	83,643	

City Support Services

460-532601 Holidazzle	25,559	54,351	26,000	34,137	34,137	34,300	
460-532604 4th of July Jubilee	12,316	47,254	26,000	29,968	26,000	34,300	
460-532619 Schertz Sweetheart	2,862	2,142	10,000	7,126	10,000	9,800	
460-532620 Sweetheart Scholarships	4,000	4,000	8,500	1,500	8,500	4,410	
460-532626 Other Events	12,309	25,370	43,500	29,718	43,500	52,430	
460-532629 MOVING ON MAIN	375	13,964	12,000	10,519	9,612	11,760	
460-532800 Music, Movies in the Park	<u>3,263</u>	<u>6,798</u>	<u>10,000</u>	<u>1,950</u>	<u>10,000</u>	<u>9,800</u>	
TOTAL City Support Services	60,684	153,879	136,000	114,918	141,749	156,800	

Utility Services

460-533200 Electric Utility Service	61,651	74,419	76,000	59,328	76,000	74,480	
460-533410 Water Utility Service	151,922	174,257	160,000	91,823	160,000	156,800	
460-533500 Vehicle Fuel	<u>8,043</u>	<u>12,312</u>	<u>10,000</u>	<u>16,170</u>	<u>20,000</u>	<u>19,600</u>	
TOTAL Utility Services	221,616	260,988	246,000	167,320	256,000	250,880	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PARKS & RECREATION

EXPENDITURES	<div>(----- 2021-2022 -----) (----- 2022-2023 -----)</div>						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Operations Support</u>							
460-534100 Advertising	1,571	927	1,000	50	1,000	980	
460-534800 Temporary Empl. Services	<u>106</u>	<u>123</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>980</u>	
TOTAL Operations Support	1,677	1,049	2,000	50	2,000	1,960	
<u>Staff Support</u>							
460-535100 Uniforms	7,511	7,519	7,195	4,558	7,195	7,051	
460-535300 Memberships	1,657	1,864	1,625	1,261	1,625	1,593	
460-535500 Training/Travel	8,666	5,401	10,000	7,016	10,000	9,800	
460-535510 Meeting Expenses	<u>571</u>	<u>1,175</u>	<u>850</u>	<u>838</u>	<u>850</u>	<u>833</u>	
TOTAL Staff Support	18,406	15,958	19,670	13,673	19,670	19,277	
<u>Professional Services</u>							
460-541300 Other Cons'l/Prof Services	11,819	26,913	42,018	3,113	6,000	5,880	
460-541310 Contract Services	<u>120,573</u>	<u>119,233</u>	<u>141,946</u>	<u>93,895</u>	<u>141,946</u>	<u>139,107</u>	
TOTAL Professional Services	132,392	146,145	183,964	97,008	147,946	144,987	
<u>Maintenance Services</u>							
460-551100 Building Maintenance	2,486	14,443	2,500	1,813	2,500	2,450	
460-551400 Minor & Other Equip Maint	3,388	7,373	5,000	4,599	5,000	4,900	
460-551600 Street Maintenance Materials	0	51,183	0	0	0	0	
460-551618 Veteran's Memorial Maint.	29,964	3,650	4,000	3,199	4,000	3,920	
460-551710 Landscaping	<u>4,838</u>	<u>0</u>	<u>2,500</u>	<u>2,746</u>	<u>2,500</u>	<u>2,450</u>	
TOTAL Maintenance Services	40,676	76,649	14,000	12,357	14,000	13,720	
<u>Rental/Leasing</u>							
460-561100 Rental-Equipment	<u>10,210</u>	<u>10,038</u>	<u>10,000</u>	<u>5,268</u>	<u>10,000</u>	<u>9,800</u>	
TOTAL Rental/Leasing	10,210	10,038	10,000	5,268	10,000	9,800	
<u>Operating Equipment</u>							
460-571000 Furniture & Fixtures	2,002	0	0	0	0	0	
460-571700 Improvements under \$5,000	45,741	39,194	50,000	17,475	50,000	49,000	
460-571800 Equipment under \$5,000	<u>13,364</u>	<u>13,151</u>	<u>15,000</u>	<u>8,607</u>	<u>15,000</u>	<u>14,700</u>	
TOTAL Operating Equipment	61,108	52,345	65,000	26,081	65,000	63,700	
<u>Capital Outlay</u>							
460-581200 Vehicles & Access. Over \$5,00	0	0	32,000	0	32,000	87,500	
460-581700 Improvements Over \$5,000	56,298	141,028	206,979	59,173	242,997	242,997	
460-581800 Equipment Over \$5,000	<u>36,514</u>	<u>11,639</u>	<u>6,000</u>	<u>0</u>	<u>6,000</u>	<u>28,700</u>	
TOTAL Capital Outlay	92,813	152,667	244,979	59,173	280,997	359,197	
TOTAL PARKS	1,312,158	1,661,869	1,793,731	1,174,353	1,780,332	1,944,449	

DEPARTMENT: PARKS, RECREATION, AND
COMMUNITY SERVICES
DIVISION: 463 POOLS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The management and maintenance of two (2) outdoor pools including the maintenance of swimming facilities, pumping systems, and related aquatic programs designed to encourage safe use and professional management of these facilities. Provide contractual oversight of the management, programming, and maintenance of the Schertz Aquatics Center. Provide citizen input and communication venues utilizing the Parks and Recreation Advisory Board, surveys, and community meetings.

GOALS AND OBJECTIVES

- Maintain and develop aquatic programs designed to educate our citizens and to meet the needs of our expanding community.
- Maintain a high quality of pool maintenance while providing excellent aquatic recreation and leisure service programs.
- Incorporate management oversight of the Schertz Aquatics Center in order to expand the availability of recreational and health/well-being programming and provide year-round access to same.

ORGANIZATIONAL CHART



PERFORMANCE INDICATORS

Workload/Outputs	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Revenue per year Outdoor Pools	\$28,275	\$25,000	\$28,500
Days open per year Outdoor Pools	72	72	72
Daily Admissions Pickrell Pool	\$21,545	\$22,024	\$22,000
Total Attendance Pickrell Pool	9,736	11,651	11,000
Season Pool Pass Sales	\$6,730	\$6,495	\$4,000
Total Attendance Schertz Aquatics Ctr	78,000	78,000	78,000

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Cost per resident for Pool Operations (Includes Schertz Aquatics Center)	\$14.25	\$14.25	\$13.16

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Supplies	\$23,107	\$25,500	\$24,990
Utility Services	22,616	23,000	16,170
Professional Services	0	0	0
Maintenance Services	490,950	527,878	517,320
Operating Equipment	0	0	0
<i>Total</i>	<i>\$536,674</i>	<i>\$576,378</i>	<i>\$558,480</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will decrease 3.1% from the FY 2021-22 year end with no change in operations.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PARKS & RECREATION

EXPENDITURES	2021-2022						2022-2023
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
SWIM POOL							
=====							
<u>Supplies</u>							
463-521000 Operating Supplies	3,809	3,806	4,500	2,506	4,500	4,410	
463-521200 Chem/Med/Lab Supplies	13,655	17,459	18,000	20,092	18,000	17,640	
463-521600 Equip Maint Supplies	<u>0</u>	<u>1,842</u>	<u>3,000</u>	<u>1,730</u>	<u>3,000</u>	<u>2,940</u>	
TOTAL Supplies	17,464	23,107	25,500	24,328	25,500	24,990	
<u>Utility Services</u>							
463-533200 Electric Utility Service	16,809	14,916	10,000	11,900	15,000	9,800	
463-533410 Water Utility Service	<u>3,272</u>	<u>7,701</u>	<u>6,500</u>	<u>6,323</u>	<u>8,000</u>	<u>6,370</u>	
TOTAL Utility Services	20,082	22,616	16,500	18,224	23,000	16,170	
<u>Staff Support</u>							
<u>Professional Services</u>							
<u>Maintenance Services</u>							
463-551100 Building Maintenance	95	(2)	0	0	0	0	
463-551400 Minor & Other Equip Maint	17,484	9,418	10,000	0	10,000	9,800	
463-551700 Contract Maintenance	<u>416,404</u>	<u>481,534</u>	<u>517,878</u>	<u>367,664</u>	<u>517,878</u>	<u>507,520</u>	
TOTAL Maintenance Services	433,983	490,950	527,878	367,664	527,878	517,320	
<u>Rental/Leasing</u>							
<u>Operating Equipment</u>							
<u>Capital Outlay</u>							
TOTAL SWIM POOL	471,528	536,674	569,878	410,216	576,378	558,480	

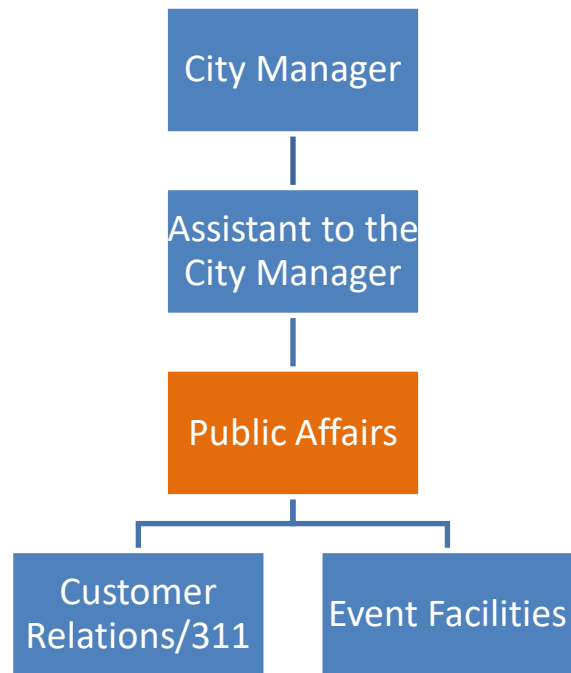
DEPARTMENT: PUBLIC AFFAIRS
DIVISION: 464 EVENT FACILITIES
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, Event Facilities provides a place where guests can celebrate life events such as social or cultural activities. The Event Facilities are centrally located in Schertz for businesses and other organizations to hold meetings, training, and/or other specialized events. This department handles all aspects of event rental, and in cooperation with other department's plans, coordinates and executes each event from start to finish (initial deposit to event feedback).

GOALS AND OBJECTIVES

- Promotes community involvement by attracting public events such as fundraisers, tradeshow/conventions, and performing arts events.
- Promotes high quality of life for residents and other customers by providing an affordable, friendly, and safe gathering place for special events.
- Promotes relationships with surrounding cities, businesses, organizations, and citizens by offering audio/video capabilities and attractive, flexible and diverse use of venue space through upgrades in technology and building improvements.

ORGANIZATIONAL CHART

EVENT FACILITIES	2020-21	2021-22	2022-23
Civic Center Manager	1	1	1
Civic and Community Centers Coordinator	1	1	1
Event Attendant	2	2	3
P/T Event Attendant	2	2	1
TOTAL POSITIONS	6	6	6

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Number of events booked	837	850	850
Number of events cancelled	128	125	50
Number of facility tours	250	300	300
Number of web inquiries answered	126	150	150

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Revenue	198,771	320,000	300,000
Comp'd Value	55,000	38,000	30,000

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Tradeshows/conventions	9	14	12
Customer satisfaction Rating	95%	100%	100%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Personnel Services	\$216,037	\$337,833	\$327,658
Supplies	5,606	3,650	4,410
Utility Services	40,363	39,350	48,588
Operations Support	30,114	7,400	15,298
Staff Support	2,362	8,252	4,876
Professional Services	907	0	0
Maintenance Services	5,641	8,898	2,450
Operating Equipment	6,745	14,500	10,780
<i>Total</i>	<i>\$307,775</i>	<i>\$419,883</i>	<i>\$414,060</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will decrease 1.4% from the FY 2021-22-year end estimate with no changes to operations.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PARKS & RECREATION

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
EVENT FACILITIES							
=====							
<u>Personnel Services</u>							
464-511110 Regular	191,255	155,721	201,164	186,242	236,636	231,369	
464-511120 Overtime	1,041	790	5,375	4,866	5,000	3,871	
464-511180 LTD	115	0	0	0	0	0	
464-511210 Longevity	3,629	3,467	3,996	3,979	3,979	6,308	
464-511310 FICA - Employer	14,501	12,178	15,943	14,686	18,790	18,467	
464-511350 TMRS-Employer	31,422	24,664	34,141	28,533	39,335	39,546	
464-511410 Health-Employer	21,505	18,940	25,788	27,107	33,802	27,732	
464-511500 Workers' Compensation	<u>216</u>	<u>277</u>	<u>315</u>	<u>291</u>	<u>291</u>	<u>365</u>	
TOTAL Personnel Services	263,684	216,037	286,722	265,705	337,833	327,658	
<u>Supplies</u>							
464-521000 Operating Supplies	3,163	4,814	3,000	2,621	2,500	3,136	
464-521050 Ancillary Products	240	166	450	135	450	490	
464-521100 Office Supplies	<u>409</u>	<u>626</u>	<u>700</u>	<u>453</u>	<u>700</u>	<u>784</u>	
TOTAL Supplies	3,812	5,606	4,150	3,209	3,650	4,410	
<u>Utility Services</u>							
464-533100 Gas Utility Service	594	696	850	836	850	1,058	
464-533200 Electric Utility Service	27,951	32,673	39,250	23,057	30,000	39,200	
464-533410 Water Utility Service	7,222	6,429	7,000	4,800	7,000	6,860	
464-533500 Vehicle Fuel	<u>0</u>	<u>565</u>	<u>1,500</u>	<u>844</u>	<u>1,500</u>	<u>1,470</u>	
TOTAL Utility Services	35,767	40,363	48,600	29,537	39,350	48,588	
<u>Operations Support</u>							
464-534100 Advertising	1,220	989	3,800	0	3,800	3,920	
464-534200 Printing & Binding	0	1,527	1,500	124	2,000	1,470	
464-534550 Business Meetings/Networking	72	0	108	0	100	108	
464-534800 Temporary Empl. Services	<u>215</u>	<u>27,599</u>	<u>8,000</u>	<u>1,199</u>	<u>1,500</u>	<u>9,800</u>	
TOTAL Operations Support	1,507	30,114	13,408	1,323	7,400	15,298	
<u>Staff Support</u>							
464-535100 Uniforms	1,132	462	1,500	883	1,500	1,470	
464-535300 Memberships	202	243	315	249	209	270	
464-535500 Training/Travel	2,006	1,478	2,850	308	2,741	2,891	
464-535510 Meeting Expenses	<u>169</u>	<u>179</u>	<u>200</u>	<u>156</u>	<u>3,802</u>	<u>245</u>	
TOTAL Staff Support	3,508	2,362	4,865	1,596	8,252	4,876	
<u>Professional Services</u>							
464-541300 Professional Services	<u>0</u>	<u>907</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Professional Services	0	907	0	0	0	0	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

PARKS & RECREATION

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
464-551800 Other Maintenance Agreements	6,312	5,641	12,700	3,258	8,898	2,450	
TOTAL Maintenance Services	6,312	5,641	12,700	3,258	8,898	2,450	
<u>Rental/Leasing</u>							
<u>Operating Equipment</u>							
464-571000 Furniture and Fixtures < \$500	1,565	1,014	3,300	1,025	3,300	980	
464-571401 Audio/Visual Equipment	0	264	0	0	0	0	
464-571500 Operating Equipment <\$5,000	4,324	5,467	11,200	8,658	11,200	9,800	
TOTAL Operating Equipment	5,889	6,745	14,500	9,683	14,500	10,780	
<u>Capital Outlay</u>							
TOTAL EVENT FACILITIES							
	320,479	307,775	384,945	314,311	419,883	414,060	
TOTAL PARKS & RECREATION							
	2,104,164	2,506,318	2,748,554	1,898,879	2,776,593	2,916,989	

DEPARTMENT: 665 LIBRARY

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz Public Library:

- Supports life-long learning, literacy and recreation by developing and maintaining a wide variety of library materials in print, audiovisual and digital formats for users of all ages;
- Encourages the love of reading and learning by providing story time, special event programs, and various other literacy-based programs for infants, children and teens;
- Enriches the lives of adults by providing instructional and recreational programming in high-interest areas such as Internet usage, computer software, e-readers and other personal digital devices, health and fitness, financial planning, crafts, and book clubs;
- Provides public access to technology including computers, the Internet, wi-fi and printers, as well as to online employment, business and educational resources;
- Provides answers and information to telephone, email, online chat, and in-person queries;
- Provides meeting and study space to individuals and community groups;
- Provides community outreach for underserved local residents through special programs, and
- Actively cooperates and interacts with other libraries in the region to share ideas and stay current in library practices. The library participates in CTLS, Inc. (Connecting Texas Libraries Statewide), a non-profit corporation that sponsors continuing education programs for library staff and encourages library usage and support by Texas residents. The library's primary service area includes the City of Schertz, the City of Selma, the City of Cibolo and Guadalupe County.

2022-23 GOALS

- Continue improving the collection and acceptable items-to-customer ratio by adding titles in a variety of formats. Focus will continue to be on collections with high turnover rates, e.g., bestsellers, DVDs, graphic novels, beginning readers, etc., with an additional focus on providing materials on the topics of diversity, equity, and inclusion.

- Continue weeding projects according to schedule in order to enhance and update collections.
- Continue systematic review and update of policies and procedures with an eye toward providing excellent customer-focused service, inclusion, and efficiency in service delivery.
- Implement in-house laptop circulation program (program was again delayed due to COVID and staff vacancy).
- Re-establish technology classes and programming.
- Expand job and career development program offerings.
- Expand outreach efforts in Schertz, Cibolo and Selma.
- Test a trial homebound delivery program in cooperation with Neighborhood Services.

2021-22 HIGHLIGHTS AND ACCOMPLISHMENTS

Received Texas Municipal Library Directors 2021 Achievement in Excellence Award for demonstrating consistent excellence and outstanding contributions to public library services within our community. Schertz Public Library was one of only 59 public libraries in Texas to receive this award.

Operations and Collections

- Added approximately 6,000 new and replacement items to library's physical collections and withdrew more than 2,000 dated, worn, lost and damaged items from library's physical collections.
- Resumed using teen and adult volunteers in the library.

Programming

Programming in FY22 was a mixture of virtual and in-person programming.

- Youth and Adult Services revamped winter and summer reading program formats to include creative activities and exploration activities in addition to reading activities.
- Revised summer reading program for Schertz Area Sr. Center and Forest Ridge Assisted Living Community to be simpler.
- Added new health and wellness adult programming including Qigong and meditation practice.
- More than 5,400 people attended 170 recorded or in-person programs in the first half of FY2022. Programs included weekly storytimes, outreach events, health programs, STEM and game programs, genealogy presentations, book clubs, craft sessions, and poetry programs.

Outreach and Partnerships

- Continued to partner with the Texas State Library to provide service as a Texas Talking Books Program Demo Library.
- Continued to place a bi-weekly rotating children's book collection in the memory care unit of the Legacy at Forest Ridge Retirement Community.
- Continued to partner with SCUCISD for various programs and activities including Family Night literacy programs, school visits, and working with the district's Bilingual Coordinator to provide a Salsa Garden event.
- Partnered with various organizations to provide programming and services to the community including TexasRxCard for discount medications cards, National Alliance on Mental Illness for programs, workshop and support groups, ACOG, Texas Medicare Solutions for programs, South Texas Blood and Tissue for quarterly blood drives, and YMCA for Story & Swim and holiday programs.
- Provided training to Primrose School staff on using puppets in their programs and Zoom Library 101 training to Schertz School of Science and Technology.
- Continued partnerships with other City departments to provide programming to community, including Parks & Rec's Candy Cruise, Movin' on Main, and a Library Discovery Garden, and a summer reading program and Large Print circulation collection for Senior Center.

ORGANIZATION



CHART

LIBRARY	2020-21	2021-22	2022-23
Library Director	1	1	1
Librarian	3	3	3
Library Technician	2	2	2
Library Assistant	3	3	3
Library Assistant (20 hours)	7	7	7
Library Assistant (10 hours)	2	2	4
Programming Specialist (20 hours)	1	1	2
Library Page (10 hours)	2	2	0
Temp Part-time Library Clerk (Unfunded)	1	1	1
TOTAL POSITIONS	22	22	23

PERFORMANCE INDICATORS

	2020-21	2021-22	2022-23
Input	Actual	Estimate	Budget
Service population (determined by TSLAC)	116,207	121,766	125,000
Total Staffing FTE	14.0	14.0	14.0
Circulation Staffing FTE	9.0	9.0	9.0
Total Operating Budget	\$1,040,278	\$1,190,931	\$1,162,891
Total Materials Collection	149,956	153,000	159,000
Registered Borrowers	30,291	31,000	32,000
Materials Budget	\$125,472	\$130,000	\$136,000
Workload/Output	Actual	Estimate	Budget

Circulation per Capita	2.42	2.64	2.56
Library Visits per Capita	0.79	1.07	1.04
Program Attendance per Capita	0.02	0.07	0.07
Collection Turnover Rate	1.88	2.10	2.01
Total Circulation	281,659	322,000	320,000
Total Library Visits	91,291	130,000	130,000
Total Program Attendance			

	2020-21	2021-22	2022-23
Efficiency	Actual	Estimate	Budget
Cost per Person Served	\$8.95	\$9.78	\$9.30
Cost per Circulation	\$3.63	\$3.70	\$3.69
Circulation per Circulation FTE	31,295	35,778	35,556
Effectiveness	Actual	Estimate	Budget

Percentage of Service Population With Library Cards	26.07%	25.46%	25.60%
Materials Expenditures per Capita	\$1.08	\$1.07	\$1.09
Materials Expenditures as a Percentage of Operating Budget (striving for 15% min.)	12.06%	10.92%	11.69%
Items per Capita (striving to meet 1.53 items per capita standard)	1.29	1.26	1.27

	2020-21	2021-22	2022-23
Budget	Actual	Estimate	Budget
Personnel Services	\$847,827	\$948,877	\$971,700
Supplies	11,347	15,000	18,130
Utility Services	48,117	62,000	60,760
Operations Support	2,168	5,900	4,018
Staff Support	3,655	7,025	7,874
Professional Services	1,656	3,129	2,254
Operating Equipment	125,508	149,000	169,540
<i>Total</i>	<i>\$1,040,278</i>	<i>\$1,190,931</i>	<i>\$1,234,276</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The Library FY 2022-23 Budget increases 3.6% from the FY 2021-22 year end for a new Part time programming specialist, wage increases, and additional funding for Library materials.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
LIBRARY							
=====							
<u>Personnel Services</u>							
665-511110 Regular	572,642	590,588	624,324	537,407	665,759	688,464	
665-511120 Overtime	245	288	1,056	237	1,056	1,056	
665-511180 LTD	317	0	0	0	0	0	
665-511210 Longevity	12,863	14,401	17,944	16,817	16,817	17,404	
665-511230 Certification Allowance	1,200	1,463	1,152	1,814	2,310	2,477	
665-511310 FICA - Employer	41,449	44,426	49,248	41,010	52,475	54,216	
665-511350 TMRS-Employer	89,735	94,463	99,552	77,054	109,854	104,583	
665-511410 Health-Employer	91,090	101,393	110,129	82,599	99,698	102,469	
665-511500 Workers' Compensation	<u>601</u>	<u>805</u>	<u>981</u>	<u>908</u>	<u>908</u>	<u>1,031</u>	
TOTAL Personnel Services	810,141	847,827	904,386	757,845	948,877	971,700	
<u>Supplies</u>							
665-521000 Operating Supplies	8,417	8,930	12,000	7,664	12,000	15,190	
665-521100 Office Supplies	<u>2,152</u>	<u>2,417</u>	<u>3,000</u>	<u>1,349</u>	<u>3,000</u>	<u>2,940</u>	
TOTAL Supplies	10,568	11,347	15,000	9,012	15,000	18,130	
<u>Utility Services</u>							
665-533100 Gas Utility Service	2,274	2,942	4,000	2,385	3,000	2,940	
665-533200 Electric Utility Service	35,667	33,309	45,000	26,977	38,000	37,240	
665-533410 Water Utility Service	<u>20,367</u>	<u>11,866</u>	<u>21,000</u>	<u>15,672</u>	<u>21,000</u>	<u>20,580</u>	
TOTAL Utility Services	58,308	48,117	70,000	45,034	62,000	60,760	
<u>Operations Support</u>							
665-534000 Postage	2,430	1,916	3,000	1,888	3,000	2,940	
665-534200 Printing & Binding	<u>2,314</u>	<u>252</u>	<u>2,900</u>	<u>0</u>	<u>2,900</u>	<u>1,078</u>	
TOTAL Operations Support	4,744	2,168	5,900	1,888	5,900	4,018	
<u>Staff Support</u>							
665-535100 Uniforms	7	429	400	21	400	392	
665-535200 Awards	154	0	300	172	300	294	
665-535300 Memberships	1,252	1,557	1,325	1,336	1,325	1,357	
665-535500 Training/Travel	4,993	1,567	4,700	4,350	4,700	5,537	
665-535510 Meeting Expenses	<u>111</u>	<u>103</u>	<u>300</u>	<u>20</u>	<u>300</u>	<u>294</u>	
TOTAL Staff Support	6,517	3,655	7,025	5,899	7,025	7,874	
<u>Professional Services</u>							
665-541300 Other Cons'l/Prof Services	0	0	1,000	0	1,000	0	
665-541365 Courier/Delivery Services	<u>1,984</u>	<u>1,656</u>	<u>2,300</u>	<u>2,129</u>	<u>2,129</u>	<u>2,254</u>	
TOTAL Professional Services	1,984	1,656	3,300	2,129	3,129	2,254	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
<u>Operating Equipment</u>							
665-571000 Furniture & Fixtures < \$5,000	1,161	0	16,000	12,520	16,000	26,460	
665-571400 Library Materials	138,929	125,472	130,000	100,096	130,000	133,280	
665-571600 Donation-Expense	<u>2,081</u>	<u>36</u>	<u>11,762</u>	<u>0</u>	<u>3,000</u>	<u>9,800</u>	
TOTAL Operating Equipment	142,171	125,508	157,762	112,616	149,000	169,540	
<u>Capital Outlay</u>							
TOTAL LIBRARY	1,034,433	1,040,278	1,163,373	934,423	1,190,931	1,234,276	
TOTAL CULTURAL	1,034,433	1,040,278	1,163,373	934,423	1,190,931	1,234,276	

DEPARTMENT: 853 INFORMATION TECHNOLOGIES (IT)

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Information Technologies Dept. is charged with maintaining, operating and securing the City's information assets. These assets form the foundation upon which many of the City's core operations depend. Therefore, this foundation must be reliable, resilient and responsive. To meet these expectations, the department focuses daily on customer service, education and planning.

The IT department increases the business return on technology investments by creating and managing hardware and software through dedicated planning and alignment. IT is also dedicated to ensuring a great end user experience by designing, implementing, managing and continually improving our processes.

IT is also tasked to protect the organization and its ability to perform its mission. We accomplish this through a comprehensive security program, managing our data, ensuring efficiency, effectiveness and compliancy. We also strive to deploy programs designed to engage our staff and citizens in easy and convenient ways.

The City of Schertz uses a Geographic Information System (GIS) to create maps, analyze information, and visually examine the geographic features of our region. Many function of City government have a geographic dimension and the successful execution of GIS Services can substantially increase efficiency, collaboration and empowerment in the decision-making process.

ORGANIZATIONAL CHART



INFORMATION TECHNOLOGY	2020-21	2021-22	2022-23
Director	1	1	1
Administrative Assistant	1	1	1
Senior Systems Administrator	1	1	1
Senior Computer Support Engineer	1	1	1
Customer Services Technician I	3	3	3
Public Safety Administrator	1	1	1
Public Safety Technician	0	0	1
GIS Coordinator	1	1	1
GIS Specialist	1	1	1
TOTAL POSITIONS	10	10	10

Workload	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Average Annual Work Orders Completed	2,550	3,084	3,200
Average Monthly Hours to Complete Work Orders	1.25	1.5	1.25
Total Projects	45	62	67
Average Monthly Project Hours	455	620	750
Total Emails Received	1,122,550	1,116,600	1,239,530
Total Sent Good Email	452,550	454,875	475,000
Total Teams Meetings	1,675	1,452	1,575
Total Teams Interoffice Chats	14,500	23,450	25,000

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
% Work Orders Completed 0-1 Day	46%	45%	55%
% Work Orders Completed 2-3 Days	8%	12%	15%
% Work Orders Completed 4-6 Days	11%	11%	10%
% Work Orders Completed 7-10 Days	7%	9%	5%
% Work Orders Completed >11 Days	28%	23%	15%
Average Number of Days to Work Orders			
% Time on GIS Specific Projects	52%	53%	55%
% Time on GIS Customer Assistance	8%	9%	17%
% Time on Training/Conferences	0%	8%	8%
% Time on Non-Department Projects	20%	16%	8%
% Time on Administrative Overhead	20%	14%	12%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$847,553	\$981,852	\$1,047,151
Supplies	4,351	7,540	8,624
City Support Services	863,873	922,975	1,103,274
Utility Services	318,226	347,750	342,896
Staff Support	22,059	50,000	72,334
Professional Services	118,813	38,075	25,970
Maintenance Services	9,948	10,000	14,700
Rental/Leasing	3,477	3,650	3,577
Operating Equipment	302,387	269,594	256,025
Capital Outlay	26,889	0	53,050
<i>Total</i>	<i>\$2,517,577</i>	<i>\$2,631,436</i>	<i>\$2,927,601</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The Information Technology FY 2022-23 Budget increases approximately 11.3% from the FY 2021-2022 year-end estimates. Primary costs changes include a new Public safety technician position, an Eprocurement software, and internet and fiber upgrades.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

INFORMATION TECHNOLOGY

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Personnel Services

853-511110 Regular	434,772	571,869	624,572	528,043	663,284	698,386	
853-511120 Overtime	48,223	42,071	30,985	35,671	42,000	38,273	
853-511180 LTD	320	0	0	0	0	0	
853-511210 Longevity	5,080	9,389	9,835	8,414	8,251	9,879	
853-511230 Certificate Allowance	0	0	0	600	810	749	
853-511310 FICA - Employer	35,091	46,173	50,144	42,099	54,647	57,137	
853-511350 TMRS-Employer	77,894	101,812	108,943	96,397	114,402	122,360	
853-511410 Health-Employer	43,841	75,140	90,770	77,477	97,247	118,911	
853-511500 Workers' Compensation	<u>488</u>	<u>1,100</u>	<u>1,309</u>	<u>1,211</u>	<u>1,211</u>	<u>1,456</u>	
TOTAL Personnel Services	645,709	847,553	916,558	789,912	981,852	1,047,151	

Supplies

853-521100 Office Supplies	1,978	2,174	4,000	3,891	4,000	3,430	
853-521300 Motor Vehicle Supplies	36	365	800	13	40	539	
853-521600 Equip Maint Supplies	<u>1,223</u>	<u>1,812</u>	<u>3,500</u>	<u>3,079</u>	<u>3,500</u>	<u>4,655</u>	
TOTAL Supplies	3,236	4,351	8,300	6,983	7,540	8,624	

City Support Services

853-532300 Computer Consulting	9,600	8,780	10,000	0	0	9,800	
853-532350 Software Maintenance	0	0	0	0	0	50,000	
853-532355 Software Maint-City Wide	376,748	483,520	510,574	501,370	495,000	550,298	
853-532360 Software Maint-Dept Specific	158,438	337,022	475,548	331,488	400,000	484,219	
853-532400 Computer Fees & Licenses	<u>39,803</u>	<u>34,552</u>	<u>27,975</u>	<u>10,191</u>	<u>27,975</u>	<u>8,956</u>	
TOTAL City Support Services	584,589	863,873	1,024,097	843,049	922,975	1,103,274	

Utility Services

853-533300 Telephone/Land Line	39,167	40,258	66,995	49,503	60,000	54,194	
853-533310 Telephone/Cell Phones	87,243	93,249	113,900	88,856	100,000	92,153	
853-533320 Telephone/Air Cards	51,836	92,388	87,100	63,775	87,000	82,670	
853-533330 Telephone/Internet	83,957	91,671	98,470	77,539	100,000	112,899	
853-533500 Vehicle Fuel	<u>402</u>	<u>660</u>	<u>1,000</u>	<u>634</u>	<u>750</u>	<u>980</u>	
TOTAL Utility Services	262,605	318,226	367,465	280,307	347,750	342,896	

Operations Support

Staff Support

853-535100 Uniforms	931	541	1,500	1,211	1,500	1,470	
853-535300 Memberships	577	340	1,250	165	500	490	
853-535500 Training/Travel	<u>22,771</u>	<u>21,178</u>	<u>66,950</u>	<u>24,650</u>	<u>48,000</u>	<u>70,374</u>	
TOTAL Staff Support	24,279	22,059	69,700	26,026	50,000	72,334	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
853-541300 Other Cons'l/Prof Services	101,448	118,813	25,000	1,406	25,000	4,900	
853-541800 IT Services-Web Design/Maint	<u>0</u>	<u>0</u>	<u>13,075</u>	<u>0</u>	<u>13,075</u>	<u>21,070</u>	
TOTAL Professional Services	101,448	118,813	38,075	1,406	38,075	25,970	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
853-551300 Computer Maintenance	<u>7,413</u>	<u>9,948</u>	<u>10,000</u>	<u>1,777</u>	<u>10,000</u>	<u>14,700</u>	
TOTAL Maintenance Services	7,413	9,948	10,000	1,777	10,000	14,700	
<u>Rental/Leasing</u>							
853-561200 Lease/Purchase Payments	<u>0</u>	<u>3,477</u>	<u>3,650</u>	<u>3,042</u>	<u>3,650</u>	<u>3,577</u>	
TOTAL Rental/Leasing	0	3,477	3,650	3,042	3,650	3,577	
<u>Operating Equipment</u>							
853-571000 Furniture & Fixtures	697	0	1,200	1,163	1,200	1,176	
853-571300 Computer & Periphe. < \$5000	142,460	282,527	220,784	193,459	220,784	218,050	
853-571401 Communication Equip LESS \$500	25,374	19,860	47,610	36,596	47,610	36,799	
853-571800 Equipment under \$5,000	<u>895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	169,426	302,387	269,594	231,218	269,594	256,025	
<u>Capital Outlay</u>							
853-581200 Vehicles & Access. > \$5000	0	26,889	0	0	0	0	
853-581300 Computer & Periphe. > \$5000	22,797	0	0	0	0	42,550	
853-581800 Equipment Over \$5,000	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,500</u>	
TOTAL Capital Outlay	22,797	26,889	0	0	0	53,050	
TOTAL INFORMATION TECHNOLOGY	1,821,503	2,517,577	2,707,439	2,183,720	2,631,436	2,927,601	

DEPARTMENT: 866 HUMAN RESOURCES

FUND: 101 GENERAL FUND

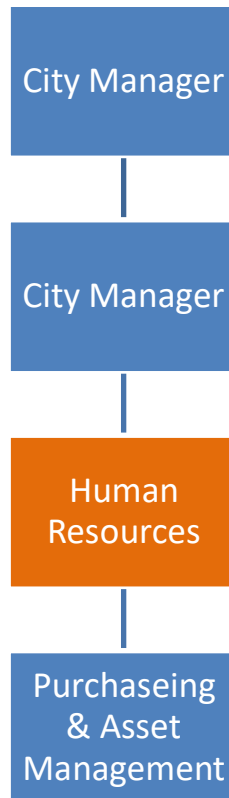
DEPARTMENT DESCRIPTION

The Human Resources Department provides services and support in the areas of recruitment, selection, staffing, benefits administration, labor law compliance, performance management, employee development and relations, health and wellness, and policy administration.

GOALS AND OBJECTIVES

- Deliver HR services, programs, and communications that add value for our prospective employees and current employees.
- Compete for top talent with effective recruitment strategies and an efficient recruitment processes.
- Improve employee retention by leading efforts for adoption of strategies which promote a diverse workforce and create a great work climate.
- Support the talent development of our employees through professional and career development.
- Administer HR policy and programs effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints.
- Ensure our compensation and performance management processes are designed and executed to align and maximize our people's performance with the goals of the organization.

ORGANIZATIONAL CHART



HUMAN RESOURCES	2020-21	2021-22	2022-23
Director	1	1	1
HR Manger	1	1	1
Senior Generalist	1	1	1
Generalist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	5	5	5

PERFORMANCE INDICATORS

Workload/Output Measures	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Total No. of Employees (Avg.)	430	430	440
# Full Time Employees (Avg.)	395	395	405
Job Announcements Posted	84	115	100
# Applications received	5,288	5,000	5,000
# Full Time Positions Filled	77	90	80
# Part Time Positions Filled	11	12	10
# Total Turnover	88	95	85
# Full Time Turnover	81	81	75
# Part Time Turnover	7	14	10
# Retirements	6	12	10
# FMLA Claims	37	40	40
# General Training Courses	15	15	15
# of tuition reimbursements	24	15	20

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$451,403	\$468,079	\$510,382
Supplies	1,055	2,200	2,646
Human Services	159,426	154,600	173,558
Operations Support	4,018	3,981	5,390
Staff Support	33,547	36,650	38,367
City Assistance	16,430	20,000	14,700
Professional Services	0	5,000	4,900
Operating Equipment	513	0	490
<i>Total</i>	<i>\$666,392</i>	<i>\$690,511</i>	<i>\$750,433</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 8.7% from the FY 2021-22 year-end estimate for wage increases and an increase in expenditures for the remaining employee wellness program initiative funds.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

HUMAN RESOURCES

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Personnel Services

866-511110 Regular	301,811	317,331	316,873	243,602	313,268	341,917	
866-511120 Overtime	684	139	276	365	465	299	
866-511180 LTD	204	0	0	0	0	0	
866-511210 Longevity	3,772	4,851	5,372	4,872	4,872	5,482	
866-511230 Certificate Allowance	0	1,820	2,246	2,530	3,105	1,747	
866-511310 FICA - Employer	21,865	24,118	24,828	18,637	24,611	26,716	
866-511350 TMRS-Employer	48,963	53,000	53,170	36,855	51,522	57,212	
866-511410 Health-Employer	39,567	41,257	44,793	40,332	50,404	56,459	
866-511500 Workers' Compensation	325	430	511	473	473	550	
866-511600 Unemployment Compensation	<u>9,789</u>	<u>8,457</u>	<u>20,000</u>	<u>11,802</u>	<u>19,359</u>	<u>20,000</u>	
TOTAL Personnel Services	426,981	451,403	468,069	359,468	468,079	510,382	

Supplies

866-521000 Operating Supplies	1,728	517	2,000	394	1,500	1,960	
866-521100 Office Supplies	<u>705</u>	<u>537</u>	<u>700</u>	<u>531</u>	<u>700</u>	<u>686</u>	
TOTAL Supplies	2,433	1,055	2,700	926	2,200	2,646	

Human Services

866-531100 Pre-employment Check	3,004	2,843	2,500	1,786	2,500	2,450	
866-531150 Interview Expenses	124	0	1,500	1,432	1,500	2,450	
866-531160 COBRA FSA/HSA Adm Services	5,628	6,019	6,000	4,524	6,000	5,880	
866-531170 Broker Services	68,750	81,250	75,000	62,500	75,000	73,500	
866-531200 Medical Co-pay	645	1,646	3,000	2,030	3,000	2,940	
866-531300 Employee Assistance	12,757	9,320	9,600	7,033	9,600	9,408	
866-531400 Tuition Reimbursement	18,214	24,197	18,000	9,874	13,000	17,640	
866-531500 Employee Wellness Program	14,956	20,993	50,000	7,723	9,000	40,180	
866-531600 Training Classes	<u>1,214</u>	<u>13,159</u>	<u>47,800</u>	<u>28,886</u>	<u>35,000</u>	<u>19,110</u>	
TOTAL Human Services	125,292	159,426	213,400	125,788	154,600	173,558	

City Support Services

Utility Services

Operations Support

866-534100 Advertising	775	2,631	2,500	965	1,650	2,450	
866-534200 Printing & Binding	<u>1,342</u>	<u>1,386</u>	<u>3,000</u>	<u>1,360</u>	<u>2,331</u>	<u>2,940</u>	
TOTAL Operations Support	2,117	4,018	5,500	2,325	3,981	5,390	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Staff Support</u>							
866-535100 Uniforms	440	373	500	314	500	490	
866-535210 Employee Recognition-Morale	15,614	28,417	28,150	21,763	28,150	27,587	
866-535300 Memberships	1,718	2,498	2,500	1,058	2,500	2,450	
866-535400 Publications	947	0	0	0	2,000	0	
866-535500 Training/Travel	<u>1,363</u>	<u>2,258</u>	<u>3,000</u>	<u>433</u>	<u>3,500</u>	<u>7,840</u>	
TOTAL Staff Support	20,082	33,547	34,150	23,568	36,650	38,367	
<u>City Assistance</u>							
866-537100 Medical Services	<u>13,121</u>	<u>16,430</u>	<u>19,000</u>	<u>14,707</u>	<u>20,000</u>	<u>14,700</u>	
TOTAL City Assistance	13,121	16,430	19,000	14,707	20,000	14,700	
<u>Professional Services</u>							
866-541300 Other Consl/Prof Services	<u>78,265</u>	<u>0</u>	<u>5,000</u>	<u>495</u>	<u>5,000</u>	<u>4,900</u>	
TOTAL Professional Services	78,265	0	5,000	495	5,000	4,900	
<u>Operating Equipment</u>							
866-571000 Furniture & Fixtures	<u>349</u>	<u>513</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>490</u>	
TOTAL Operating Equipment	349	513	500	0	0	490	
TOTAL HUMAN RESOURCES	668,639	666,392	748,319	527,276	690,511	750,433	

DEPARTMENT: 868 FINANCE

FUND: 101 GENERAL FUND

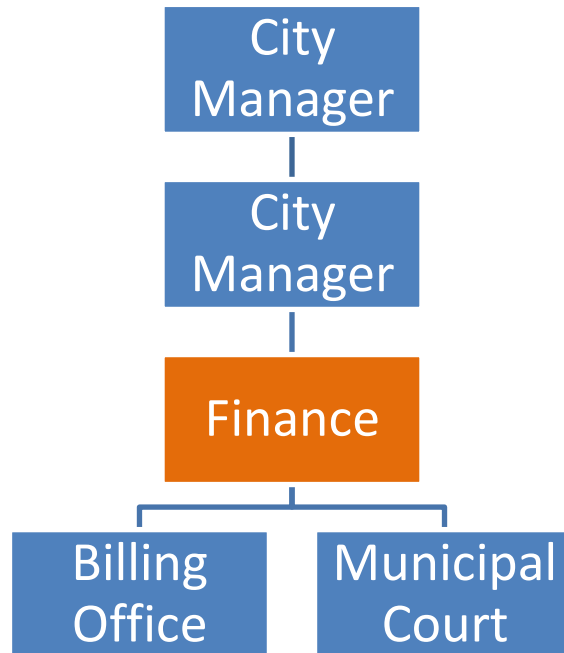
DEPARTMENT DESCRIPTION

Prepare monthly financial reports for the City Manager, City Council and City departments. Process all accounts payable and receivable in a timely manner, prepare 1099s, and prepare monthly bank reconciliations and investments report. Maintain and process payroll for all city employees. Finance handles unclaimed property and their subsequent disbursements to the individuals or the State. Maintain and safeguard the City's investment portfolio. Manage debt service and fixed assets. Complete the annual budget and facilitate annual audit and Comprehensive Annual Financial Report. The Finance Director also oversees the Utility Billing and Municipal Court Divisions.

GOALS AND OBJECTIVES

- Hire, train, and retain competent and caring employees.
- Maintain financial systems to provide timely and accurate financial information and reports to the City Manager, City Council, other City departments, citizens, and other agencies.
- Receive the Government Finance Officers Association Certification of Excellence in Financial Reporting for the 36th consecutive year.
- Improve the 5 year budgeting and forecasting plan.
- Update long term debt service plan.

ORGANIZATIONAL CHART



ACCOUNTING	2020-21	2021-22	2022-23
Finance Director	1	1	1
Assistant Director	1	1	1
Staff Accountant	1	1	1
Financial Analyst	1	1	1
Accountant I	1	1	1
Senior AP Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	7	7	7

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Accounts payable checks	6,039	6,100	6,200
Number of Purchase Orders Processed	7,322	7,600	7,750

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Certificate of Achievement for Excellence in Financial Reporting, Accumulative Quarterly Financials completed within 30 days	36	37	38
	0	1	4

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$641,054	\$673,832	\$699,611
Supplies	3,125	2,700	2,646
Staff Support	3,384	3,744	4,263
Professional Services	38,884	44,539	48,216
Operating Equipment	586	250	980
<i>Total</i>	<i>\$687,033</i>	<i>\$725,064</i>	<i>\$755,716</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 4.2% from the FY 2021-22 year-end estimate due to citywide wage increases.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

FINANCE

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Personnel Services

868-511110 Regular	413,035	441,045	445,706	381,301	461,834	474,062	
868-511120 Overtime	2,182	2,965	924	1,348	1,500	926	
868-511180 LTD	295	0	0	0	0	0	
868-511210 Longevity	9,457	10,770	11,994	12,117	12,117	12,746	
868-511230 Certification Allowance	500	1,701	2,659	1,980	2,430	2,534	
868-511310 FICA - Employer	30,301	33,586	35,251	29,065	36,558	37,467	
868-511350 TMRS-Employer	67,965	74,547	75,491	58,955	76,533	80,235	
868-511410 Health-Employer	63,788	75,842	83,830	68,273	82,190	90,871	
868-511500 Workers' Compensation	<u>442</u>	<u>600</u>	<u>724</u>	<u>670</u>	<u>670</u>	<u>770</u>	
TOTAL Personnel Services	587,965	641,054	656,579	553,709	673,832	699,611	

Supplies

868-521000 Operating Supplies	1,985	2,142	2,000	1,050	2,000	1,960	
868-521100 Office Supplies	<u>614</u>	<u>984</u>	<u>700</u>	<u>593</u>	<u>700</u>	<u>686</u>	
TOTAL Supplies	2,599	3,125	2,700	1,643	2,700	2,646	

City Support Services

Operations Support

Staff Support

868-535100 Uniforms	0	465	354	354	354	343	
868-535300 Memberships	1,385	1,240	1,390	935	1,390	0	
868-535500 Training/Travel	<u>4,505</u>	<u>1,679</u>	<u>4,996</u>	<u>1,325</u>	<u>2,000</u>	<u>3,920</u>	
TOTAL Staff Support	5,890	3,384	6,740	2,614	3,744	4,263	

Professional Services

868-541300 Other Consl/Prof Services	13,887	16,349	15,000	24,477	20,839	17,640	
868-541400 Auditor/Accounting Service	18,500	19,500	20,000	15,000	20,000	26,950	
868-541650 Investment Management Fee	<u>3,590</u>	<u>3,035</u>	<u>3,700</u>	<u>2,707</u>	<u>3,700</u>	<u>3,626</u>	
TOTAL Professional Services	35,977	38,884	38,700	42,183	44,539	48,216	

Maintenance Services

Rental/Leasing

Operating Equipment

868-571000 Furniture & Fixtures	742	250	250	0	250	980	
868-571200 Office Equipment	<u>1,093</u>	<u>336</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	1,835	586	250	0	250	980	

TOTAL FINANCE	634,265	687,033	704,969	600,149	725,064	755,716	
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DEPARTMENT: HUMAN RESOURCES
DIVISION: 872 PURCHASING & ASSET MANAGEMENT
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Purchasing and Asset Management Department is responsible for managing the Purchasing, Inventory, Property Disposal, Contracts, Grants, Risk Management, and Safety functions for the City.

Manages all bids, quotes, contracts and agreements, City purchases, warehouse inventory, City property disposal, auctions, grants, and fleet vehicle registration and titles.

The department is also responsible for the City Risk Management and Safety program. Maintains the City Capital and Fixed Assets inventory, property and liability insurance schedules, processes all insurance claims, insurance litigation, and workers compensation, monitors all safety aspects of City functions, schedules employee safety training, evaluates loss runs to identify trends and mitigate risk.

GOALS AND OBJECTIVES

- Maintain the highest levels of ethical practices for all department functions.
- All City departments receive their orders in a timely manner to effectively perform their job functions in an efficient manner.
- Procure quality goods and services for all City departments, from appropriate sources, using the most efficient and economical means at the best possible price and make them available at the right place and time.
- Use supply contracts and co-ops in order to improve delivery time of particular items and to take advantage of quantity discounts.
- Maintain a professional relationship with all City departments and vendors insuring open communication.
- Maintain the City Purchasing Manual, combining State and Local Purchasing Legislation.
- Program and oversee Purchasing training for employees to ensure compliance with City Policy, State and Local Purchasing Legislation
- Manage, review, and track City contracts and agreements. Notify departments when contracts are expiring.

- Manage procedures for Capital and Fixed asset inventory and accountability and conduct physical surveys of City property.
- Manage disposal and auction activities for surplus, excess, and damaged City property.
- Manage insurance and Workers Compensation claims and accident/incident reports with immediate response. Gather all information for all incidents involving City property regardless of repair costs. Retain claims, reports and litigation according to the Texas State Records Retention Schedules.
- Program and oversee safety training for employees to minimize accidents and incidents and mitigate risk. Develop and Maintain the City Safety Policy.

ORGANIZATIONAL CHART



PURCHASING & ASSET MGMT.	2020-21	2021-22	2022-23
Purchasing Manager	1	1	1
Purchasing Specialist	1	1	1
Risk & Safety Specialist	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Bids and Proposals Drafted	44	24	30
Bids and Proposals Responses	127	78	100
Contracts Reviewed	211	90	125
Meetings with Vendors	42	20	30
Research Requests	135	75	100
Workers Comp Claims Processed	84	144	120
Accident and Incident Investigated	309	210	250
Training Classes Held	6	12	12
Vehicles Processed (Titles, Gas Cards, Plates)	422	237	300
Fixed Asset Modifications	350	150	275
GovDeals Items Processed	148	113	125
GovDeals Total Sales	\$333,459.74	\$9110.00	\$10,000.00

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$235,535	\$272,737	\$269,031
Supplies	559	3,400	3,724
City Support Services	378	0	0
Operating Support	3,757	4,303	7,497
Staff Support	4,885	6,835	9,947
City Assistance	1,342	2,145	2,940
Operating Equipment	1,457	600	2,450
<i>Total</i>	<i>\$247,913</i>	<i>\$290,020</i>	<i>\$295,589</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 1.9% from the FY 2021-22 year-end estimate due to the salary increase awarded to the Purchasing Manager in 2022 and the rising costs across the board for training, travel, office supplies, and operating supplies.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

PURCHASING & ASSET MGT

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Personnel Services

872-511110 Regular	164,182	171,990	170,604	155,594	194,744	188,959	
872-511120 Overtime	5	238	0	150	200	0	
872-511180 LTD	117	0	0	0	0	0	
872-511210 Longevity	3,602	4,010	4,418	4,418	4,418	4,826	
872-511230 Certification Allowance	1,000	1,160	2,400	990	1,215	1,123	
872-511310 FICA - Employer	12,446	13,557	13,462	12,288	15,344	14,896	
872-511350 TMRS-Employer	26,992	28,970	28,828	23,466	32,122	31,899	
872-511410 Health-Employer	14,892	15,376	17,190	19,469	24,438	27,021	
872-511500 Workers' Compensation	<u>176</u>	<u>233</u>	<u>277</u>	<u>256</u>	<u>256</u>	<u>307</u>	
TOTAL Personnel Services	223,413	235,535	237,179	216,632	272,737	269,031	

Supplies

872-521000 Operating Supplies	300	334	350	249	350	392	
872-521005 Supplies-Inspections	0	0	2,900	1,647	2,700	2,940	
872-521100 Office Supplies	1,688	225	350	127	350	392	
872-521300 Motor Veh. Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>(748)</u>	<u>0</u>	<u>0</u>	
TOTAL Supplies	1,988	559	3,600	1,274	3,400	3,724	

City Support Services

872-532350 Software Maintenance	<u>0</u>	<u>378</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL City Support Services	0	378	500	0	0	0	

Utility Services

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Operations Support

872-534000 Postage	43	0	0	0	0	0	
872-534100 Advertising	3,404	2,273	5,500	1,373	2,753	5,880	
872-534200 Printing & Binding	0	0	0	0	0	49	
872-534740 Business Memberships	<u>1,436</u>	<u>1,484</u>	<u>1,550</u>	<u>1,299</u>	<u>1,550</u>	<u>1,568</u>	
TOTAL Operations Support	4,883	3,757	7,050	2,672	4,303	7,497	

Staff Support

872-535100 Uniforms	215	232	250	161	250	294	
872-535300 Memberships	1,280	1,236	1,235	789	1,235	1,421	
872-535500 Training/Travel	810	3,417	5,000	2,716	5,200	7,840	
872-535510 Meeting Expenses	<u>222</u>	<u>0</u>	<u>300</u>	<u>20</u>	<u>150</u>	<u>392</u>	
TOTAL Staff Support	2,527	4,885	6,785	3,687	6,835	9,947	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>City Assistance</u>							
872-537100 Medical Services	<u>1,264</u>	<u>1,342</u>	<u>2,000</u>	<u>1,675</u>	<u>2,145</u>	<u>2,940</u>	<u></u>
TOTAL City Assistance	1,264	1,342	2,000	1,675	2,145	2,940	
<u>Professional Services</u>							
<u>Rental/Leasing</u>							
<u>Operating Equipment</u>							
872-571000 Furniture & Fixtures	218	478	600	380	600	1,960	
872-571300 Computer & Periphe. < \$5,000	1,213	0	0	0	0	490	
872-571500 Operating Equipment	<u>0</u>	<u>979</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Operating Equipment	1,431	1,457	600	380	600	2,450	
<u>Capital Outlay</u>							
TOTAL PURCHASING & ASSET MGT	235,506	247,913	257,714	226,320	290,020	295,589	

DEPARTMENT: PUBLIC WORKS
DIVISION: 877 FLEET SERVICES
FUND: 101 GENERAL FUND

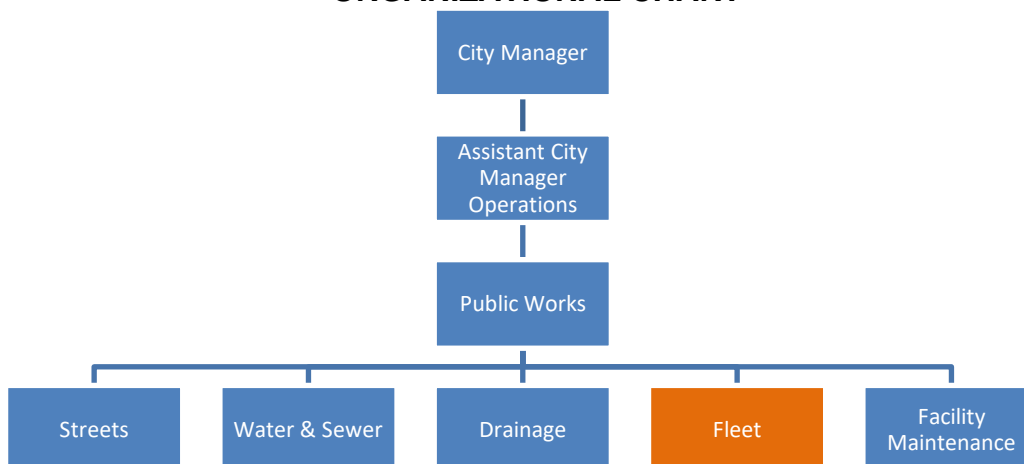
DEPARTMENT DESCRIPTION

Fleet Services provides maintenance, repair, upgrade and outfitting services for all City owned vehicles and equipment totaling nearly 400 units. The list of services includes P.M. services, fluid and filter changes, state inspections, tire services, troubleshooting, diagnosis, and repair of mechanical and electrical systems. Fleet Services also maintains motor pool services, vehicle and equipment replacement schedules, spec'ing and standardization throughout the fleet.

GOALS AND OBJECTIVES

- Maintain and repair vehicles and equipment to increase their lifespan.
- Optimize fleet availability with minimal turn-around times.
- Develop and implement fleet utilization guidelines and procedures.
- Maintain and improve vehicle and equipment safety

ORGANIZATIONAL CHART



FLEET MAINTENANCE	2020-21	2021-22	2022-23
Director	1	1	1
Assistant Director	1	1	1
Administrative Assistant	1	1	1
Fleet Manager	1	1	1
Fleet Crew Supervisor	1	1	1
Mechanic	4	4	4
Parts/Lube Tech	0	0	1
TOTAL POSITIONS	9	9	10

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Work Orders:

-Police Department vehicles and equipment	471	450	460
-EMS vehicles and equipment	449	425	430
-Streets vehicles and equipment	213	200	210
-Administration vehicles	5	8	0
-Animal Control vehicles	46	35	40
-Facilities Services vehicles	67	80	75
-Fire vehicles and equipment	247	215	230
-Fleet Service vehicles	19	25	25
-I.T	8	15	10
-Inspection vehicles	0	0	0
-Marshal Service vehicles	0	0	0
-Parks vehicles and equipment	164	120	135
-Water & Sewer vehicles and equipment	237	185	190
-Utility Billing vehicles	28	40	20
-Drainage vehicles and equipment	183	205	195
-Economic Development vehicles	4	7	10
Engineering vehicles	28	25	25
-Purchasing vehicles	2	2	2
-Operations (non-asset specific)	16	15	10
-Motor Pool vehicles	75	80	65

Work Orders(in-house)

Work Orders(outside vendors)

Total Work Orders Issued

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Hours Worked			
Public Safety	2369.80	2300	2500
Public Works	1458.3	2000	2200
Administration Vehicles	4.25	5	5
Facilities Services Vehicles	64	70	65
Fleet Service Vehicles	30.50	35	30
I.T	12.10	10	10
Inspections vehicles	0	0	0
Parks vehicles and equipment	153	165	170
Economic Development vehicles	4	5	5
Engineering vehicles	44.95	50	55
Purchasing vehicles	9	7	7
Motor Pool vehicles	54.30	70	65
Fleet Operations	220	220	220
<i>Total Hours Worked</i>	4424.2	4937	5332

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
% of all vehicles and equipment issues resolved without recall	97%	97%	98%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$532,884	\$534,332	\$680,972
Supplies	166,116	202,700	211,680
City Support Services	2,497	5,000	13,720
Utility Services	8,518	8,000	11,760
Operations Support	0	20,000	0
Staff Support	16,358	33,000	37,240
Maintenance Services	232,179	235,000	227,360
Operating Equipment	39,249	14,000	13,720
Capital Outlay	27,675	221,000	46,875
<i>Total</i>	1,025,476	\$1,273,032	\$1,243,327

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will decrease 2.3% from the FY 2021-22 year end estimate. Wage increases and a new parts clerk/lube technician position will be offset by less vehicle replacements in 2022-23.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

FLEET SERVICE

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Personnel Services

877-511110 Regular	251,309	364,668	373,646	284,885	355,944	441,812	
877-511120 Overtime	12,302	10,638	14,181	8,937	11,000	17,591	
877-511180 LTD	147	0	0	0	0	0	
877-511210 Longevity	2,180	3,134	3,579	2,812	2,649	3,597	
877-511230 Certificate Allowance	0	1,110	1,123	1,540	1,890	624	
877-511310 FICA - Employer	19,313	28,246	30,018	21,705	28,418	35,456	
877-511350 TMRS-Employer	42,336	59,568	64,283	42,808	59,493	75,930	
877-511410 Health-Employer	38,871	61,064	68,254	56,364	69,966	99,626	
877-511500 Workers' Compensation	<u>3,201</u>	<u>4,458</u>	<u>5,374</u>	<u>4,972</u>	<u>4,972</u>	<u>6,336</u>	
TOTAL Personnel Services	369,660	532,884	560,458	424,023	534,332	680,972	

Supplies

877-521000 Operating Supplies	7,553	3,480	12,000	6,435	10,000	11,760	
877-521005 Supplies - Inspection Sticker	2,537	2,409	0	0	0	0	
877-521100 Office Supplies	578	556	700	337	700	490	
877-521200 Oil Lube Suppl, Chem Supplies	13,915	14,304	18,500	7,311	10,000	17,640	
877-521300 Motor Veh. Supplies	172,141	144,427	183,000	159,139	180,000	179,340	
877-521600 Equip Maint Supplies	<u>239</u>	<u>939</u>	<u>2,500</u>	<u>1,488</u>	<u>2,000</u>	<u>2,450</u>	
TOTAL Supplies	196,962	166,116	216,700	174,710	202,700	211,680	

City Support Services

877-532400 Computer Fees & Licenses	<u>5,517</u>	<u>2,497</u>	<u>15,000</u>	<u>4,689</u>	<u>5,000</u>	<u>13,720</u>	
TOTAL City Support Services	5,517	2,497	15,000	4,689	5,000	13,720	

Utility Services

877-533500 Vehicle Fuel	<u>5,731</u>	<u>8,518</u>	<u>11,500</u>	<u>6,406</u>	<u>8,000</u>	<u>11,760</u>	
TOTAL Utility Services	5,731	8,518	11,500	6,406	8,000	11,760	

Operations Support

877-534800 Temporary Empl. Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>21,824</u>	<u>20,000</u>	<u>0</u>	
TOTAL Operations Support	0	0	0	21,824	20,000	0	

Staff Support

877-535100 Uniforms	8,139	3,572	5,500	2,938	8,000	7,840	
877-535200 Awards	150	0	500	466	1,000	0	
877-535500 Training/Travel	2,223	12,069	24,000	10,552	24,000	29,400	
877-535510 Meeting Expenses	<u>263</u>	<u>717</u>	<u>34</u>	<u>16</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	10,775	16,358	30,034	13,973	33,000	37,240	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>City Assistance</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Maintenance Services</u>							
877-551000 Outside Fleet Repair	133,448	189,071	174,450	170,143	170,000	166,600	_____
877-551050 Outside Collision Repair	31,871	30,972	36,953	22,424	37,000	33,320	_____
877-551800 Other Maintenance Agreements	<u>3,862</u>	<u>12,136</u>	<u>28,000</u>	<u>12,744</u>	<u>28,000</u>	<u>27,440</u>	<u>_____</u>
TOTAL Maintenance Services	169,182	232,179	239,403	205,312	235,000	227,360	_____
<u>Rental/Leasing</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operating Equipment</u>							
877-571200 Vehicles & Access. < \$5,000	0	11,221	15,600	3,852	4,000	3,920	_____
877-571500 Operating Equipment	<u>4,413</u>	<u>28,028</u>	<u>11,000</u>	<u>8,854</u>	<u>10,000</u>	<u>9,800</u>	<u>_____</u>
TOTAL Operating Equipment	4,413	39,249	26,600	12,706	14,000	13,720	_____
<u>Capital Outlay</u>							
877-581200 Vehicles & Access. Over \$5,00	151,643	21,325	118,250	57,428	131,100	46,875	_____
877-581500 Equipment Over \$5,000	<u>0</u>	<u>6,350</u>	<u>88,166</u>	<u>44,895</u>	<u>89,900</u>	<u>0</u>	<u>_____</u>
TOTAL Capital Outlay	151,643	27,675	206,416	102,323	221,000	46,875	_____
TOTAL FLEET SERVICE	913,882	1,025,476	1,306,111	965,966	1,273,032	1,243,327	_____

DEPARTMENT: PUBLIC WORKS
DIVISION: 878 Facility Services
FUND: 101 GENERAL FUND

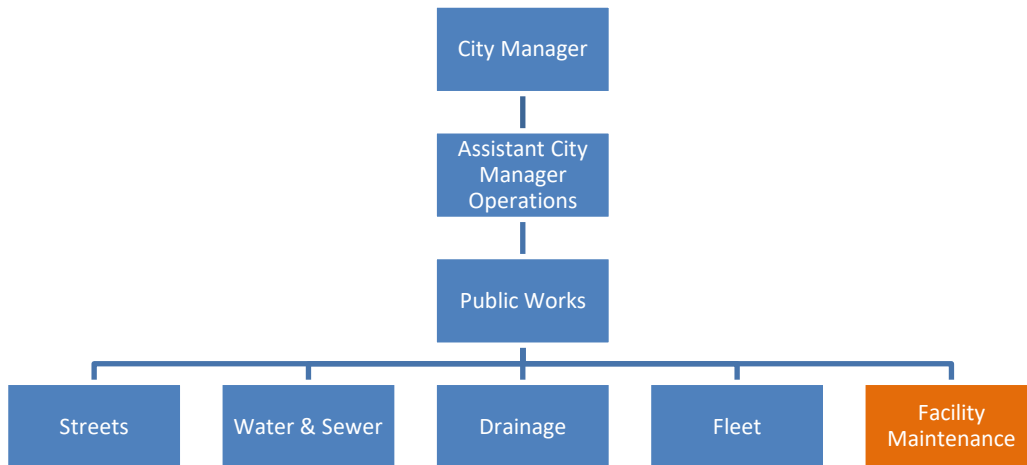
DEPARTMENT DESCRIPTION

Facility Services supports and maintains 27 City facilities totaling 301.656 square feet. The City buildings include City Hall, Administration Building, Police, Emergency Services Buildings, Community Center Central, Community Center North, City Council Chambers, Civic Center, Public Library, Visitor Center (Kramer House), YMCA, Senior Center, Purchasing building, Public Works facility, Animal Control, Aquatic Center, various offices, meeting/training rooms, and storage areas. In addition, Facility Services provides set up for events such as Parks Events (Jubilee, Christmas Tree lighting, parades), Employee Memorial Ceremony, City Council, Planning and Zoning, various Boards and Commissions, Department meetings, Municipal Court, training seminars, elections, groundbreaking ceremonies, and other special events.

GOALS AND OBJECTIVES

- Deliver exceptional customer services.
- Provide preventative maintenance to extend the life of facilities.
- Maintain safe and clean facilities.

ORGANIZATION CHART



FACILITY SERVICES	2020-21	2021-22	2022-23
Director	1	1	1
Assistant Director	1	1	1
Facility Services Manager	0	1	1
Assistant Facility Services Manager	1	1	1
Facility Services Supervisor	1	0	0
Facilities Leader	0	1	1
Facilities Technician	4	1	1
Grounds Maintenance Technician	1	1	1
HVAC Technician	1	1	1
HVAC Apprentice	1	1	1
Master Electrician	1	1	1
Electric Apprentice	0	1	1
Plumber	0	1	1
Plumber Apprentice	0	1	1
TOTAL POSITIONS	12	13	13

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Square footage maintained	301,656	301,656	301,656
City Buildings Maintained	27	27	27

Completed work orders	238	1560	1800
Internal Pest Control Services	22	35	41

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Electrical Repairs	22	154	178
Plumbing Repairs	31	165	190
HVAC Repairs	27	93	107
Carpentry	17	161	188
Misc. / other	119	952	1095

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel	\$767,106	\$782,826	\$876,259
Supplies	57,240	158,750	159,985
City Support Services	355	0	0
Utility Services	185,012	173,000	189,140
Staff Support	11,542	18,400	18,620
Professional Services	94,954	190,000	190,904
Maintenance Services	517,295	683,000	419,440
Rental Equipment	0	500	490
Operating Equipment	2,861	3,500	3,920
Capital Outlay	27,266	26,033	92,500
<i>Total</i>	<i>\$1,663,632</i>	<i>\$2,036,009</i>	<i>\$1,951,258</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget decreases 4.2% from the FY 2021-22 year-end estimates. Wage increases and vehicle replacements are offset by a lower budget for maintenance services.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
BUILDING MAINTENANCE							
=====							
<u>Personnel Services</u>							
878-511110 Regular	470,860	493,589	501,293	397,252	495,251	534,149	
878-511120 Overtime	21,467	12,605	26,336	8,830	11,000	27,066	
878-511180 LTD	329	0	0	0	0	0	
878-511210 Lonegeivity	11,992	14,169	15,444	14,425	14,425	12,057	
878-511230 Certification Allowance	900	854	1,315	2,048	2,538	3,763	
878-511310 FICA-Employer	34,885	36,489	40,252	29,559	40,026	44,143	
878-511350 TMRS-Employer	81,438	84,631	89,184	63,316	83,793	94,533	
878-511410 Health-Employer	101,872	117,259	138,542	104,764	127,861	151,442	
878-511500 Workman's Compensation	<u>4,857</u>	<u>7,510</u>	<u>8,573</u>	<u>7,932</u>	<u>7,932</u>	<u>9,106</u>	
TOTAL Personnel Services	728,601	767,106	820,939	628,125	782,826	876,259	
<u>Supplies</u>							
878-521000 Operating Supplies	52,228	53,044	121,000	62,361	128,000	125,440	
878-521100 Office Supplies	455	212	1,500	55	750	735	
878-521200 Medical/Chem Supplies	4,633	3,466	13,000	3,132	10,000	12,740	
878-521300 Motor Vehicle Supplies	0	0	500	0	500	0	
878-521315 Landscaping Supplies-Campus	0	0	15,000	6,019	18,000	19,600	
878-521600 Equip Maint Supplies	<u>0</u>	<u>519</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>	<u>1,470</u>	
TOTAL Supplies	57,316	57,240	152,500	71,566	158,750	159,985	
<u>City Support Services</u>							
878-532400 Computer Fees & Licenses	<u>100</u>	<u>355</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL City Support Services	100	355	5,000	0	0	0	
<u>Utility Services</u>							
878-533100 Gas Utility Service	4,022	4,827	5,000	8,457	10,000	9,800	
878-533200 Electric Utility Service	111,192	119,019	118,000	90,235	100,000	115,640	
878-533310 Telephone/Cell Phones	22	0	0	0	0	0	
878-533410 Water Utility Service	60,302	52,465	55,000	34,958	50,000	53,900	
878-533500 Vehicle Fuel	<u>6,602</u>	<u>8,700</u>	<u>13,000</u>	<u>11,134</u>	<u>13,000</u>	<u>9,800</u>	
TOTAL Utility Services	182,140	185,012	191,000	144,784	173,000	189,140	
<u>Operations Support</u>							
<u>Staff Support</u>							
878-535100 Uniforms	4,027	4,818	7,000	2,807	5,000	4,900	
878-535200 Awards	81	0	6,400	1,650	6,400	7,840	
878-535300 Memberships	373	156	0	0	0	0	
878-535500 Training/Travel	1,860	5,500	5,500	5,329	5,500	5,880	
878-535510 Meeting Expense	<u>247</u>	<u>1,067</u>	<u>1,500</u>	<u>132</u>	<u>1,500</u>	<u>0</u>	
TOTAL Staff Support	6,588	11,542	20,400	9,919	18,400	18,620	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
878-541300 Prof Services/Consultng	(581)	0	0	0	0	0	
878-541310 Contractual Services	<u>92,091</u>	<u>94,954</u>	<u>160,000</u>	<u>107,890</u>	<u>190,000</u>	<u>190,904</u>	
TOTAL Professional Services	91,510	94,954	160,000	107,890	190,000	190,904	
<u>Maintenance Services</u>							
878-551100 Building Maint Misc	161,636	246,689	575,000	3,559	650,000	387,100	
878-551100.Building Maint Misc - CH	0	7,619	0	824	0	0	
878-551100.Building Maint Misc - ADM	0	1,002	0	601	0	0	
878-551100.Building Maint Misc - COMM CT	0	346	0	514	0	0	
878-551100.Building Maint Misc - CIVIC C	42	2,630	0	740	0	0	
878-551100.Building Maint Misc - PD	853	415	0	0	0	0	
878-551100.Building Maint Misc - EMS1	158	577	0	0	0	0	
878-551100.Building Maint Misc - FD1	264	346	0	0	0	0	
878-551100.Building Maint Misc -F&F/PARK	280	984	0	150	0	0	
878-551100.Building Maint Misc - 11CP	0	250	0	150	0	0	
878-551100.Building Maint Misc - PW	0	349	0	0	0	0	
878-551100.Building Maint Misc - SENIOR	658	766	0	0	0	0	
878-551100.Buildings Maint Misc -BORGFEI	0	1,121	0	0	0	0	
878-551100.Building Maint Misc - FD2	0	437	0	0	0	0	
878-551100.Building Maint Misc - LIB	2,140	1,883	0	4,461	0	0	
878-551100.Building Maint Misc - AAC	196	0	0	0	0	0	
878-551100.Building Maint Misc-PICKRELL	0	349	0	0	0	0	
878-551100.Building Maint Misc - FD3	0	565	0	0	0	0	
878-551100.Building Maint Misc - BUNKER	600	0	0	0	0	0	
878-551110.Sitework - CIVIC C	0	121	0	0	0	0	
878-551110.Sitework - FD2	1,195	1,742	0	0	0	0	
878-551110.Sitework - LIB	4,608	0	0	0	0	0	
878-551110.Sitework - YMCA	2,500	0	0	1,174	0	0	
878-551110.Sitework - AAC	0	0	0	40,000	0	0	
878-551120.Roofing - CH	4,029	0	0	0	0	0	
878-551120.Roofing - ADM	0	275	0	0	0	0	
878-551120.Roofing - FD1	0	625	0	0	0	0	
878-551120.Roofing - CHAMBER CM	0	225	0	0	0	0	
878-551120.Roofing - BORGFEI	0	2,760	0	0	0	0	
878-551120.Roofing - EMS4	0	0	0	425	0	0	
878-551120.Roofing - YMCA	0	2,350	0	2,650	0	0	
878-551120.Roofing - SOCCER C	0	3,025	0	0	0	0	
878-551130.Plumbing - Misc.	62	2,304	0	420	0	0	
878-551130.Plumbing - CH	0	893	0	0	0	0	
878-551130.Plumbing - ADM	1,638	3,019	0	0	0	0	
878-551130.Plumbing - COMM CTR	215	2,348	0	1,574	0	0	
878-551130.Plumbing - CIVIC C	0	2,193	0	716	0	0	
878-551130.Plumbing - PD	1,510	1,832	0	334	0	0	
878-551130.Plumbing - EMS1	290	1,570	0	851	0	0	
878-551130.Plumbing - FD1	0	986	0	3,575	0	0	
878-551130.Plumbing - F&F/PARKS	0	187	0	0	0	0	
878-551130.Plumbing - 11CP	132	2,260	0	152	0	0	
878-551130.Plumbing - PW	0	2,824	0	179	0	0	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2019-2020 -----) (----- 2020-2021 -----) (----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
878-551130.Plumbing - SENIOR C	217	0	0	845	0	0	
878-551130.Plumbing - FD2	921	1,711	0	8,335	0	0	
878-551130.Plumbing - EMS4	6	0	0	522	0	0	
878-551130.Plumbing - LIB	9,830	1,113	0	1,002	0	0	
878-551130.Plumbing - YMCA	1,683	0	0	0	0	0	
878-551130.Plumbing - NORTH C	0	113	0	0	0	0	
878-551130.Plumbing - AAC	700	4,233	2,000	2,152	0	0	
878-551130.Plumbing - AQUATIC C	0	11,676	0	0	0	0	
878-551130.Plumbing - PICKRELL P	0	0	0	411	0	0	
878-551130.Plumbing - 27CP	0	0	0	2,350	0	0	
878-551130.Plumbing - FD3	0	247	0	204	0	0	
878-551140.Electric - Misc.	9,846	1,722	0	3,010	0	0	
878-551140.Electric - CH	491	8,480	0	128	0	0	
878-551140.Electric - ADM	193	46	0	133	0	0	
878-551140.Electric - COMM CTR	0	560	0	0	0	0	
878-551140.Electric - C CHAMBERS	0	34	0	194	0	0	
878-551140.Electric - CIVIC C	1,318	1,027	0	1,035	0	0	
878-551140.Electric - PD	538	1,205	0	242	0	0	
878-551140.Electric - EMS1	210	1,546	0	240	0	0	
878-551140.Electric - FD1	446	1,537	0	1,201	0	0	
878-551140.Electric - EMS/PURCH	711	10	0	0	0	0	
878-551140.Electric - F&F/PARKS	168	0	0	228	0	0	
878-551140.Electric - 11CP	1,966	219	0	0	0	0	
878-551140.Electric - PW	25	675	0	1,761	0	0	
878-551140.Electric - CHAMBER CM	0	9	0	0	0	0	
878-551140.Electric - FD2	347	465	0	485	0	0	
878-551140.Electric - EMS4	72	0	0	3,032	0	0	
878-551140.Electric - LIB	9,292	1,857	0	253	0	0	
878-551140.Electric - YMCA	424	0	0	77	0	0	
878-551140.Electric - AAC	28	653	0	907	0	0	
878-551140.Electric - AQUATIC C	0	382	0	0	0	0	
878-551140.Electric - PICKRELL P	0	0	0	419	0	0	
878-551140.Electric - 27CP	0	0	0	905	0	0	
878-551140.Electric - FD3	181	50	0	265	0	0	
878-551150.HVAC - Misc.	2,744	10,038	0	6,728	0	0	
878-551150.HVAC - CH	0	818	0	0	0	0	
878-551150.HVAC - ADM	0	2,798	0	0	0	0	
878-551150.HVAC - COMM CTR	0	0	0	410	0	0	
878-551150.HVAC - C CHAMBERS	0	935	0	192	0	0	
878-551150.HVAC - CIVIC C	5,822	4,048	0	0	0	0	
878-551150.HVAC - PD	644	593	0	10,792	0	0	
878-551150.HVAC - EMS1	523	22,307	0	500	0	0	
878-551150.HVAC - FD1	0	38,654	0	66	0	0	
878-551150.HVAC - 11CP	464	162	0	0	0	0	
878-551150.HVAC - PW	0	2,093	0	0	0	0	
878-551150.HVAC - SENIOR C	0	0	0	15,080	0	0	
878-551150.HVAC - FD2	0	8,027	0	8,113	0	0	
878-551150.HVAC - EMS4	395	0	0	0	0	0	
878-551150.HVAC - LIB	1,074	1,227	0	1,351	0	0	
878-551150.HVAC - YMCA	331	2,735	0	0	0	0	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
878-551150.HVAC - NORTH C	0	0	0	15,500	0	0	
878-551150.HVAC - AAC	3,077	4,072	0	0	0	0	
878-551150.HVAC - AQUATIC C	15,406	2,020	0	0	0	0	
878-551150.HVAC - FD3	199	0	0	0	0	0	
878-551160.Windows, Doors - Misc.	0	55	0	1,408	0	0	
878-551160.Windows, Doors - CH	0	220	0	0	0	0	
878-551160.Windows, Doors - ADM	404	721	0	0	0	0	
878-551160.Windows, Doors - COMM CTR	0	26	0	0	0	0	
878-551160.Windows, Doors - C CHAMBERS	0	106	0	0	0	0	
878-551160.Windows, Doors - CIVIC C	429	1,247	0	615	0	0	
878-551160.Windows, Doors - PD	1,176	9,114	0	2,204	0	0	
878-551160.Windows, Doors - EMS1	1,523	2,900	0	3,861	0	0	
878-551160.Windows, Doors - FD1	602	3,544	0	5,772	0	0	
878-551160.Windows, Doors - EMS/PURCH	235	0	0	0	0	0	
878-551160.Windows, Doors - 11CP	2,223	76	0	0	0	0	
878-551160.Windows, Doors - PW	280	0	0	0	0	0	
878-551160.Windows, Doors - BORGFELD	0	283	0	0	0	0	
878-551160.Windows, Doors -FD2	277	5,579	0	3,917	0	0	
878-551160.Windows, Doors - LIB	1,509	3,663	0	0	0	0	
878-551160.Windows, Doors - YMCA	0	3,014	0	0	0	0	
878-551160.Windows, Doors - NORTH C	0	11	0	0	0	0	
878-551160.Windows, Doors - AAC	186	1,122	0	0	0	0	
878-551160.Windows, Doors - 27CP	0	21	0	81	0	0	
878-551160.Windows, Doors - FD3	0	419	0	2,325	0	0	
878-551170.Finishes - Misc.	0	(2)	0	0	0	0	
878-551170.Finishes - CH	5,466	400	0	0	0	0	
878-551170.Finishes - ADM	1,055	5,277	0	4,815	0	0	
878-551170.Finishes - COMM CTR	0	4,556	0	0	0	0	
878-551170.Finishes - C CHAMBERS	0	1,200	0	24,417	0	0	
878-551170.Finishes - CIVIC C	1,140	640	0	3,058	0	0	
878-551170.Finishes - PD	22,125	60	0	1,229	0	0	
878-551170.Finishes - EMS1	17,926	19	0	0	0	0	
878-551170.Finishes - EMS/PURCH	0	2,470	0	0	0	0	
878-551170.Finishes - F&F/PARKS	379	0	0	0	0	0	
878-551170.Finishes - 11CP	1,432	660	0	0	0	0	
878-551170.Finishes - PW	259	1,033	0	52	0	0	
878-551170.Finishes - CHAMBER CM	0	0	0	22	0	0	
878-551170.Finishes - FD2	182	805	0	0	0	0	
878-551170.Finishes - LIB	0	0	0	322	0	0	
878-551170.Finishes - AAC	45	168	0	0	0	0	
878-551400.Minor & Other Equip Maint	3,692	0	0	320	0	0	
878-551800.Other Maintenance Agreements	<u>15,897</u>	<u>29,925</u>	<u>33,000</u>	<u>23,228</u>	<u>33,000</u>	<u>32,340</u>	
TOTAL Maintenance Services	331,736	517,295	610,000	229,763	683,000	419,440	

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

INTERNAL SERVICE

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Rental/Leasing</u>							
878-561100 Rental-Equipment	<u>767</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>490</u>	<u></u>
TOTAL Rental/Leasing	767	0	500	0	500	490	
<u>Operating Equipment</u>							
878-571200 Vehicles & Access. Less \$5,00	5,758	0	0	0	0	0	<u></u>
878-571600 Police/Fire/Medical Equipment	150	0	5,000	350	2,500	3,430	<u></u>
878-571800 Equipment Less \$5,000	<u>650</u>	<u>2,861</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>490</u>	<u></u>
TOTAL Operating Equipment	6,558	2,861	6,000	350	3,500	3,920	
<u>Capital Outlay</u>							
878-581200 Vehicles & Access. Over \$5,00	<u>26,694</u>	<u>27,266</u>	<u>32,000</u>	<u>26,033</u>	<u>26,033</u>	<u>92,500</u>	<u></u>
TOTAL Capital Outlay	26,694	27,266	32,000	26,033	26,033	92,500	
<hr/>							
TOTAL BUILDING MAINTENANCE	1,432,009	1,663,632	1,998,339	1,218,430	2,036,009	1,951,258	
<hr/>							
TOTAL INTERNAL SERVICE	5,705,803	6,808,023	7,722,891	5,721,861	7,646,072	7,923,924	

DEPARTMENT: 901 CITY ASSISTANCE
FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Senior Center is supported by contracting with the YMCA for programing and a vendor to support the meal program. The Senior Center provides a social environment for the local area seniors and a hot meal for them to enjoy.

The Patient Assistance program is an Interlocal Agreement between the City of Schertz and Guadalupe Valley Hospital. The Hospital agrees to provide prescription medication free of charge or at a low cost to citizens of Schertz who qualify for assistance under established guidelines. The Hospital agrees to maintain a part-time intake and information office in Schertz. Prescriptions will be filled and administered at the Hospital's Seguin facility. The City agrees to pay the hospital an agreed upon amount under the yearly contract. The Hospital agrees to provide written reports to the City and to provide the City with the complete budget for the Hospital's drug program. This contract is for \$5,000.

The City of Schertz also provides assistance to the Guadalupe Children's Advocacy Center. The Center provides a warm, homelike environment for children who visit to be interviewed about physical or sexual abuse. The Children's Advocacy Center's primary emphasis is placed on the well-being of the child to prevent further trauma. This agreement is for \$5,000

Transportation Assistance is provided through Alamo Regional Transit for senior citizens.

Starting in 2016-17 the City has entered into a support agreement with the Schertz Housing Authority to provide assistance in their mission of helping those in need find suitable living spaces.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
City Assistance	\$290,617	\$307,666	\$326,013
Operating Equipment	0	10,000	9,800
<i>Total</i>	<i>\$290,617</i>	<i>\$317,666</i>	<i>\$335,813</i>

PROGRAM JUSTIFICATION & ANALYSIS

The FY 2022-23 Budget will increase 5.7% from the FY 2021-22 year end estimate for the Senior Citizens meal program.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

CITY'S ASSISTANCE

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Utility Services

City Assistance

901-537300 Patient Assistance	5,000	5,000	5,000	5,000	5,000	4,900	
901-537400 Transportation Assistance	42,666	42,666	42,666	42,666	42,666	41,813	
901-537500 Children's Advocacy Assistanc	5,000	5,000	5,000	5,000	5,000	4,900	
901-537600 Schertz Housing Authority	5,000	5,000	5,000	0	5,000	4,900	
901-537700 Senior Citizens Program	<u>225,974</u>	<u>232,951</u>	<u>275,000</u>	<u>169,915</u>	<u>250,000</u>	<u>269,500</u>	
TOTAL City Assistance	283,640	290,617	332,666	222,581	307,666	326,013	

Operating Equipment

901-571600 Donation-Expense Sr. Center	<u>4,322</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>9,800</u>	
TOTAL Operating Equipment	4,322	0	10,000	0	10,000	9,800	

TOTAL CITY'S ASSISTANCE	287,962	290,617	342,666	222,581	317,666	335,813	
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DEPARTMENT: 910 COURT RESTRICTED FUNDS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The court security fee and court technology fees are revenues that are restricted on use. The court technology must only be spent to purchase new or replacement devices to improve or maintain the efficiency of the Municipal Court. Approved purchases are computers, servers where court files are stored and computerized ticket writers. The court security fee can only be used to add or enhance security measure to the court room for the safety of staff and citizens. Currently the security fee will be used to offset a Deputy Marshal position which provides security for the Court.

	2020-21	2021-22	2022-23
Budget	Actual	Estimate	Budget
Operating Equipment	\$11,770	\$19,452	\$12,740
<i>Total</i>	<i>\$11,770</i>	<i>\$19,452</i>	<i>\$12,740</i>

PROGRAM JUSTIFICATION & ANALYSIS

The FY 2022-23 Budget will decrease 34.5% from the FY 2021-22 estimate to match the projected revenue for 22-23.

PROPOSED BUDGET WORKSHEET

101-GENERAL FUND

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

COURT-RESTRICTED FUNDS

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<u>Fund Charges/Transfers</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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Operating Equipment

910-571600 Court Technology Expenditure	<u>0</u>	<u>11,770</u>	<u>19,452</u>	<u>5,985</u>	<u>19,452</u>	<u>12,740</u>	<u> </u>
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TOTAL Operating Equipment	0	11,770	19,452	5,985	19,452	12,740	
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TOTAL COURT-RESTRICTED FUNDS	0	11,770	19,452	5,985	19,452	12,740	
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FUND: 505 INTEREST & SINKING FUND

DESCRIPTION

This fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest on city debt. The Interest & Sinking portion of the property taxes are directly deposited by the County Tax Assessor's Office into this fund.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Taxes	\$7,102,016	\$7,329,862	\$7,696,355
Fund Transfers	7,915	2,737	814,143
Miscellaneous	126,592	136,118	175,750
<i>Total</i>	<i>\$7,236,523</i>	<i>\$7,468,717</i>	<i>\$8,686,248</i>
<i>Expenses</i>			
Professional Service	\$178,600	\$84,000	84,000
Debt Service	6,756,465	6,502,457	8,602,248
<i>Total</i>	<i>\$6,935,065</i>	<i>\$6,586,457</i>	<i>\$8,686,248</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenues for FY 2022-23 increase 16.3% from the FY 2021-22 estimate with higher property values.

Expenses: The FY 2022-23 Budget will increase 31.9% from the FY 2021-22 year end estimate with the addition of new debt issuances.

PROPOSED BUDGET WORKSHEET

505-TAX I &S

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	6,714,516	7,102,016	7,329,862	7,143,570	7,329,862	7,696,355	
Fund Transfers	0	7,915	0	2,737	2,737	814,143	
Miscellaneous	<u>94,896</u>	<u>126,592</u>	<u>105,000</u>	<u>79,250</u>	<u>136,118</u>	<u>175,750</u>	
TOTAL REVENUES	6,809,411	7,236,523	7,434,862	7,225,557	7,468,717	8,686,248	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>7,025,720</u>	<u>6,935,065</u>	<u>6,676,915</u>	<u>6,632,248</u>	<u>6,586,457</u>	<u>8,686,248</u>	
TOTAL GENERAL GOVERNMENT	<u>7,025,720</u>	<u>6,935,065</u>	<u>6,676,915</u>	<u>6,632,248</u>	<u>6,586,457</u>	<u>8,686,248</u>	
TOTAL EXPENDITURES	7,025,720	6,935,065	6,676,915	6,632,248	6,586,457	8,686,248	
REVENUE OVER/(UNDER) EXPENDITURES	(216,308)	301,458	757,947	593,308	882,260	0	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

505-TAX I &S

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Taxes</u>							
000-411900 Property Tax Revenue	<u>6,714,516</u>	<u>7,102,016</u>	<u>7,329,862</u>	<u>7,143,570</u>	<u>7,329,862</u>	<u>7,696,355</u>	<u> </u>
TOTAL Taxes	6,714,516	7,102,016	7,329,862	7,143,570	7,329,862	7,696,355	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	0	0	0	0	0	814,143	<u> </u>
000-486100 Transfer In	0	6,585	0	0	0	0	<u> </u>
000-486401 Transfer In -Bond Project Fun	<u>0</u>	<u>1,330</u>	<u>0</u>	<u>2,737</u>	<u>2,737</u>	<u>0</u>	<u> </u>
TOTAL Fund Transfers	0	7,915	0	2,737	2,737	814,143	
<u>Miscellaneous</u>							
000-491000 Interest Earned	1,694	277	1,000	291	500	750	<u> </u>
000-491200 Investment Income	18,202	1,315	4,000	23,342	30,000	75,000	<u> </u>
000-495020 Contribution From YMCA	75,000	125,000	100,000	50,000	100,000	100,000	<u> </u>
000-498000 Proceeds From Refunding Debt	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,618</u>	<u>5,618</u>	<u>0</u>	<u> </u>
TOTAL Miscellaneous	<u>94,896</u>	<u>126,592</u>	<u>105,000</u>	<u>79,250</u>	<u>136,118</u>	<u>175,750</u>	<u> </u>
TOTAL REVENUES	6,809,411	7,236,523	7,434,862	7,225,557	7,468,717	8,686,248	<u> </u>
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

505-TAX I &S

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

NON DEPARTMENTAL

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Professional Services

101-541500 Paying Agent	4,200	3,800	5,000	3,400	4,000	4,000	
101-541502 Cost of Bond Issuance	<u>0</u>	<u>174,800</u>	<u>45,000</u>	<u>44,693</u>	<u>80,000</u>	<u>80,000</u>	
TOTAL Professional Services	4,200	178,600	50,000	48,093	84,000	84,000	

Debt Service

101-555629 Bond-GO 2007 Principal	315,000	325,000	340,000	340,000	340,000	355,000	
101-555629.Bond-GO 2007 Interest	111,468	98,579	85,267	85,151	85,267	71,123	
101-555633 Bond-GO SR2011 Principal	260,000	270,000	0	0	0	0	
101-555633.Bond-GO SR2011 Interest	308,888	6,750	0	0	0	0	
101-555634 Bond-GO 2011A Refund-Principa	475,000	485,000	0	0	0	0	
101-555634.Bond-GO 2011A Refund-Interest	63,428	5,462	0	0	0	0	
101-555635 Bond-GO 2012 - Principal	355,000	365,000	375,000	375,000	375,000	0	
101-555635.Bond-GO 2012 - Interest	149,170	138,370	128,677	4,219	4,219	0	
101-555638 Bond-GO 2014 Refund-Principal	100,000	100,000	750,000	750,000	750,000	775,000	
101-555638.Bond-GO 2014 Refund-Interest	283,775	280,775	268,025	268,025	268,025	245,150	
101-555639 Tax Note - SR2015 - Principal	35,000	40,000	0	0	0	0	
101-555639.Tax Note - SR2015 - Interest	1,308	694	0	0	0	0	
101-555640 Bond-Ref 2015 Bond-Principal	675,000	690,000	0	0	0	0	
101-555640.Bond-GO Ref 2015-Interest	66,188	47,400	37,050	37,050	37,050	37,050	
101-555641 Tax Note - SR2015A-Principal	150,000	150,000	155,000	155,000	155,000	0	
101-555641.Tax Note - SR2015A - Interest	7,007	4,697	2,387	2,387	2,387	0	
101-555642 Bond-GO SR2016-Principal	225,000	235,000	245,000	245,000	245,000	255,000	
101-555642.Bond-GO SR2016-Interest	150,406	141,206	131,607	131,606	131,607	121,606	
101-555643 Bond-TaxableB CO SR2016-Princ	60,000	60,000	60,000	60,000	60,000	65,000	
101-555643.Bond-Taxable CO SR2016-Intere	43,863	42,063	40,263	40,263	40,263	38,388	
101-555644 Bond-NonTaxA CO SR2016-Princi	180,000	190,000	195,000	195,000	195,000	205,000	
101-555644.Bond-NonTax CO SR2016-Interes	55,569	48,169	40,469	40,469	40,469	32,469	
101-555645 Bond-CO SR2017-Principal	290,000	295,000	420,000	305,000	420,000	315,000	
101-555645.Bond-CO SR2017 - Interest	130,475	121,700	114,425	112,700	114,425	103,400	
101-555646 Bond-GO SR2017 - Principal	155,000	160,000	165,000	165,000	165,000	170,000	
101-555646.Bond-GO SR2017 - Interest	109,650	104,925	100,050	100,050	100,050	95,025	
101-555647 Bond-GO 2018 Refund- Principa	560,000	570,000	585,000	585,000	585,000	595,000	
101-555647.Bond-GO 2018 Refund - Interes	110,346	98,368	86,125	86,125	86,125	73,617	
101-555648 Bond-CO SR2018 - Principal	220,000	235,000	245,000	245,000	245,000	260,000	
101-555648.Bond-CO 2018 - Interest	187,263	175,888	163,888	163,888	163,888	151,263	
101-555649 Bond-GO 2018 Ref - Principal	580,000	530,000	185,000	185,000	185,000	205,000	
101-555649.Bond-GO 2018 Ref - Interest	227,444	199,694	181,819	181,819	181,819	172,069	
101-555650 Bond-CO 2019-Principal	250,000	255,000	265,000	265,000	265,000	275,000	
101-555650.Bond-CO 2019-Interest	130,275	122,700	114,900	114,900	114,900	106,800	
101-555651 Bond-GO 2020-Principal	0	0	935,000	935,000	935,000	960,000	
101-555651.Bond-GO 2020-Interest	0	164,027	211,963	211,963	211,963	174,063	
101-555652 Bond-GO 2021 Ref - Principal	0	0	0	0	0	350,000	
101-555652.Bond-GO 2021 Ref - Interest	0	0	0	98,850	0	124,800	
101-555653 Bond-CO 2022 - Principal	0	0	0	0	0	175,000	
101-555653.Bond-CO 2022 - Interest	0	0	0	99,692	0	166,525	
101-555654 Bond-CO 2022A - Principal	0	0	0	0	0	595,000	

PROPOSED BUDGET WORKSHEET

505-TAX I &S

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
101-555655 Bond-GO 2022 - Principal	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,333,900</u>	
TOTAL Debt Service	7,021,520	6,756,465	6,626,915	6,584,155	6,502,457	8,602,248	
<u>Other Financing Sources</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL NON DEPARTMENTAL	7,025,720	6,935,065	6,676,915	6,632,248	6,586,457	8,686,248	
TOTAL GENERAL GOVERNMENT	7,025,720	6,935,065	6,676,915	6,632,248	6,586,457	8,686,248	
TOTAL EXPENDITURES	<u>7,025,720</u> =====	<u>6,935,065</u> =====	<u>6,676,915</u> =====	<u>6,632,248</u> =====	<u>6,586,457</u> =====	<u>8,686,248</u> =====	<u> </u> =====

FUND: 202 WATER & SEWER

DESCRIPTION

The Water & Sewer Fund tracks revenue and expenses for the City's water, sewer, and solid waste functions and is managed by the Public Works Department. Staff is responsible for the planning, operation, and maintenance of the water and wastewater service and infrastructure. This includes the water distribution system, wastewater collection system, and utility billing office. The City's wholesaler for water production and transport is the Schertz-Seguin Local Government Corporation. Wastewater treatment is handled by the Cibolo Creek Municipal Authority. Garbage collection is handled by Republic Services.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenues</i>			
Franchises	\$296,913	\$400,000	\$400,000
Fees	25,922,940	27,455,000	27,487,000
Fund Transfers	171,404	435,000	150,000
Miscellaneous	5,616,906	373,236	448,858
<i>Total</i>	<i>\$32,008,163</i>	<i>\$28,663,236</i>	<i>\$28,485,858</i>
<i>Expenses</i>			
Non-Departmental	\$2,405,230	\$0	\$0
Business Office	1,088,932	1,214,937	1,280,599
W&S Administration	27,262,779	24,320,087	25,567,038
Projects	0	570,000	0
<i>Total</i>	<i>\$30,756,941</i>	<i>\$26,105,024</i>	<i>\$26,847,637</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2022-23 Budget are expected to decrease 0.6% from the FY 2021-22 year-end estimate increase is fees are offset by lower fund transfers.

Expenses: The FY 2022-23 Budget increases 2.8% from the FY 2021-22 year-end estimates.

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)			(----- 2022-2023 -----)			
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Franchises	272,118	296,913	304,487	360,419	400,000	400,000	
Permits	3,000	0	0	0	0	0	
Fees	26,403,587	25,922,940	27,485,000	23,339,095	27,455,000	27,487,000	
Fund Transfers	146,400	171,404	526,000	125,000	435,000	150,000	
Miscellaneous	<u>3,578,921</u>	<u>5,616,906</u>	<u>443,236</u>	<u>363,065</u>	<u>373,236</u>	<u>448,858</u>	
TOTAL REVENUES	30,404,026	32,008,163	28,758,723	24,187,580	28,663,236	28,485,858	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	2,900,000	2,405,230	0	0	0	0	
BUSINESS OFFICE	<u>974,558</u>	<u>1,088,932</u>	<u>1,247,318</u>	<u>976,365</u>	<u>1,214,937</u>	<u>1,280,599</u>	
TOTAL GENERAL GOVERNMENT	3,874,558	3,494,162	1,247,318	976,365	1,214,937	1,280,599	
<u>PUBLIC WORKS</u>							
W & S ADMINISTRATION	<u>25,336,076</u>	<u>27,262,779</u>	<u>24,104,044</u>	<u>20,010,822</u>	<u>24,320,087</u>	<u>25,567,038</u>	
TOTAL PUBLIC WORKS	25,336,076	27,262,779	24,104,044	20,010,822	24,320,087	25,567,038	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>570,000</u>	<u>5,000,000</u>	<u>570,000</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>570,000</u>	<u>5,000,000</u>	<u>570,000</u>	<u>0</u>	
TOTAL EXPENDITURES	29,210,634	30,756,941	25,921,362	25,987,187	26,105,024	26,847,637	
REVENUE OVER/ (UNDER) EXPENDITURES	1,193,392	1,251,223	2,837,361	(1,799,607)	2,558,212	1,638,221	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
Franchises							
000-421490 Cell Tower Leasing	<u>272,118</u>	<u>296,913</u>	<u>304,487</u>	<u>360,419</u>	<u>400,000</u>	<u>400,000</u>	<u> </u>
TOTAL Franchises	272,118	296,913	304,487	360,419	400,000	400,000	
Permits							
000-436010 Network Nodes	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Permits	3,000	0	0	0	0	0	
Fees							
000-455200 Garbage Collection Fee	5,220,775	5,157,312	5,300,000	4,687,400	5,340,000	5,300,000	<u> </u>
000-455600 Fire Line Fees	0	0	0	0	0	22,000	<u> </u>
000-455700 Recycle Fee Revenue	335,561	333,131	345,000	288,627	345,000	340,000	<u> </u>
000-455800 W&S Line Constructn Reimbur	30,995	26,565	25,000	11,126	25,000	25,000	<u> </u>
000-457100 Sale of Water	12,343,795	11,566,510	12,600,000	10,347,539	12,600,000	12,600,000	<u> </u>
000-457110 Edwards Water Lease	55,616	26,700	40,000	0	0	40,000	<u> </u>
000-457120 Water Transfer Charge-Selma	17,169	13,882	30,000	0	0	15,000	<u> </u>
000-457200 Sale of Meters	110,222	95,185	120,000	60,770	90,000	100,000	<u> </u>
000-457400 Sewer Charges	8,154,074	8,608,375	8,770,000	7,680,052	8,800,000	8,800,000	<u> </u>
000-457500 Water Penalties	132,355	52,254	250,000	261,357	250,000	240,000	<u> </u>
000-458110 Sale of Merchandise - GovDeal	0	41,000	2,500	0	2,500	2,500	<u> </u>
000-459200 NSF Check Fee-Water&Sewer	<u>3,025</u>	<u>2,025</u>	<u>2,500</u>	<u>2,225</u>	<u>2,500</u>	<u>2,500</u>	<u> </u>
TOTAL Fees	26,403,587	25,922,940	27,485,000	23,339,095	27,455,000	27,487,000	
Fund Transfers							
000-486000 Transfer In - Reserves	0	0	91,000	0	0	0	<u> </u>
000-486101 Transfer In-General Fund	0	0	285,000	0	285,000	0	<u> </u>
000-486204 Interfnd Chrg-Drainage Billin	146,400	146,400	150,000	125,000	150,000	150,000	<u> </u>
000-486406 Transfer In - Pblc Imprvmnt	<u>0</u>	<u>25,004</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Fund Transfers	146,400	171,404	526,000	125,000	435,000	150,000	
Miscellaneous							
000-490000 Misc Charges	6,012	15,964	10,500	10,055	10,500	10,500	<u> </u>
000-491000 Interest Earned	22,693	8,479	20,000	11,809	12,000	25,000	<u> </u>
000-491200 Investment Income	143,787	30,912	90,000	28,874	35,000	100,000	<u> </u>
000-495013 Capital Contribution-W&S	292,408	5,243,820	0	0	0	0	<u> </u>
000-496000 Water Construction Reserve Ac	1	0	0	0	0	0	<u> </u>
000-497000 Misc Income-W&S	2,963,406	66,295	25,000	2,770	18,000	18,000	<u> </u>
000-498110 Salary Reimb-SSLGC	150,614	251,437	297,736	309,557	297,736	295,358	<u> </u>
000-499100 Distribution- GSE Bond Settln	<u>0</u>	<u>0</u>	<u>0</u>	<u>(0)</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Miscellaneous	<u>3,578,921</u>	<u>5,616,906</u>	<u>443,236</u>	<u>363,065</u>	<u>373,236</u>	<u>448,858</u>	<u> </u>
TOTAL REVENUES	30,404,026	32,008,163	28,758,723	24,187,580	28,663,236	28,485,858	<u> </u>

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	2021-2022				2022-2023		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

NON DEPARTMENTAL

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Fund Charges/Transfers

101-548406 Transfer To Public Improvemen	2,900,000	1,805,230	0	0	0	0	
101-548406.Transfer Out-Water/Sewer Prjc	<u>0</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Charges/Transfers	2,900,000	2,405,230	0	0	0	0	

Other Financing Sources

TOTAL NON DEPARTMENTAL	2,900,000	2,405,230	0	0	0	0	

DEPARTMENT: FINANCE
DIVISION: 176 WATER AND SEWER UTILITY BILLING
FUND: 202 WATER AND SEWER

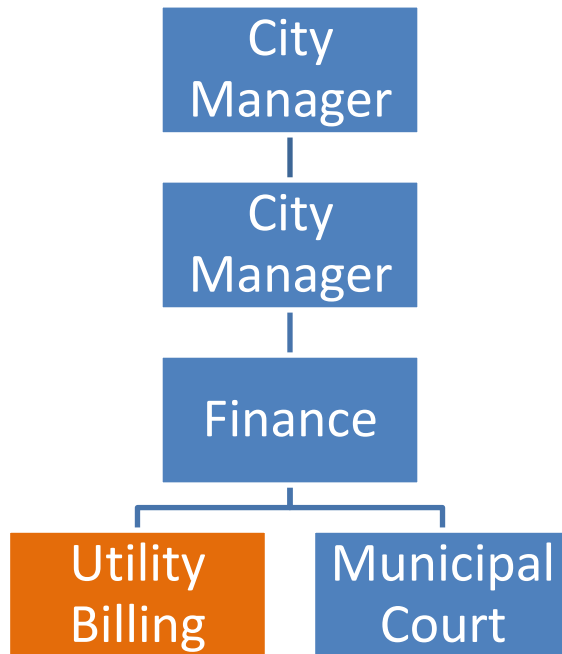
DEPARTMENT DESCRIPTION

Read meters for calculating usage. Prepare all utility bills for mailing. Collect utility payments and post to customer's account. Set up new customer accounts. Conduct sewer averaging annually. Collect payments for other departments. Collect debt for various departments. Solve complaints in timely and fair manner. Collect payments for other utilities and service providers. Take care of meter box maintenance.

GOALS AND OBJECTIVES

- Continue to provide friendly and efficient services to our customers.
- To encourage and educate our customers to use delivery of e-mail statements.
- To encourage and educate our customers to pay their utility bill by using the City's automatic draft payments services, online web payments, and e-services through their financial institution.
- To read water meters in a safe, reliable, and efficient manner
- Provide accurate and expedited utility billing statements

ORGANIZATIONAL CHART



UTILITY BILLING	2020-21	2021-22	2022-23
Utility Billing Manager	1	1	1
Utility Billing Asst. Manager	1	1	1
Utility Billing Clerk II	2	0	0
Utility Billing Clerk	2	4	5
Meter Tech	2	3	2
Meter Tech II	1	0	0
TOTAL POSITIONS	9	9	9

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel Services	\$504,675	\$538,555	\$567,708
Supplies	146,984	182,100	210,391
City Support Services	33,151	37,262	70,000
Utility Services	10,787	9,800	11,500
Operations Support	112,212	118,500	120,000
Staff Support	3,230	6,400	8,700
Professional Services	272,853	259,000	273,000
Maintenance Services	5,040	5,040	18,700
Operating Equipment	0	0	600
Capital Outlay	0	58,280	0
<i>Total</i>	<i>\$1,088,932</i>	<i>\$1,214,937</i>	<i>\$1,280,599</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget increases 5.4% from the FY 2021-22 year-end estimate for wage increases, increased charges for credit card processing fees and a customer text notification software.

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
BUSINESS OFFICE							
=====							
<u>Personnel Services</u>							
176-511110 Regular	307,855	328,735	346,860	283,670	350,017	364,889	
176-511120 Overtime	5,687	5,411	7,451	4,614	7,000	7,078	
176-511180 LTD	221	0	0	0	0	0	
176-511210 Longevity	5,546	6,226	7,384	7,514	7,514	6,450	
176-511230 Certification Allowance	0	1,521	1,170	3,016	3,621	3,150	
176-511310 FICA - Employer	23,446	24,724	27,670	21,985	28,164	29,190	
176-511350 TMRS-Employer	69,264	55,330	59,255	35,538	58,960	62,510	
176-511410 Health-Employer	103,885	80,873	95,326	67,269	81,186	92,143	
176-511500 Workers' Compensation	<u>1,420</u>	<u>1,856</u>	<u>2,262</u>	<u>2,093</u>	<u>2,093</u>	<u>2,298</u>	
TOTAL Personnel Services	517,323	504,675	547,378	425,698	538,555	567,708	
<u>Supplies</u>							
176-521000 Operating Supplies	1,537	1,737	3,000	1,584	0	291	
176-521100 Office Supplies	1,501	1,659	2,100	2,113	2,100	2,100	
176-521405 Water Meters-New	<u>0</u>	<u>143,588</u>	<u>180,000</u>	<u>125,014</u>	<u>180,000</u>	<u>208,000</u>	
TOTAL Supplies	3,038	146,984	185,100	128,711	182,100	210,391	
<u>Human Services</u>							
<u>City Support Services</u>							
176-532355 Software Maintenance	0	0	65,000	36,065	36,065	65,000	
176-532400 Computer Fees & Licenses	67,064	33,151	0	0	0	0	
176-532900 Contingencies	<u>984</u>	<u>0</u>	<u>3,500</u>	<u>1,197</u>	<u>1,197</u>	<u>5,000</u>	
TOTAL City Support Services	68,048	33,151	68,500	37,262	37,262	70,000	
<u>Utility Services</u>							
176-533310 Telephone/Cell Phone	2,414	1,732	2,400	556	1,800	1,500	
176-533500 Vehicle Fuel	<u>6,682</u>	<u>9,055</u>	<u>7,000</u>	<u>8,099</u>	<u>8,000</u>	<u>10,000</u>	
TOTAL Utility Services	9,095	10,787	9,400	8,655	9,800	11,500	
<u>Operations Support</u>							
176-534000 Postage	77,290	84,973	74,500	56,906	90,000	95,000	
176-534200 Printing & Binding	20,664	21,078	18,000	27,635	22,000	25,000	
176-534300 Equipment Maintenance - Copie	<u>416</u>	<u>6,161</u>	<u>10,000</u>	<u>6,161</u>	<u>6,500</u>	<u>0</u>	
TOTAL Operations Support	98,370	112,212	102,500	90,703	118,500	120,000	
<u>Staff Support</u>							
176-535100 Uniforms	2,423	2,163	2,300	2,178	2,300	3,200	
176-535200 Awards	0	108	200	200	200	1,000	
176-535300 Memberships	37	0	100	70	100	500	
176-535500 Training/Travel	1,636	763	3,500	1,343	3,500	3,500	
176-535510 Meeting Expenses	<u>222</u>	<u>195</u>	<u>300</u>	<u>187</u>	<u>300</u>	<u>500</u>	
TOTAL Staff Support	4,318	3,230	6,400	3,978	6,400	8,700	

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
176-541800 Credit Card Fees	266,429	268,102	256,000	218,004	256,000	270,000	
176-541810 Credit Cards Fees - AMEX	<u>2,886</u>	<u>4,751</u>	<u>3,000</u>	<u>1,294</u>	<u>3,000</u>	<u>3,000</u>	
TOTAL Professional Services	269,315	272,853	259,000	219,298	259,000	273,000	
<u>Maintenance Services</u>							
176-551800 Other Maintenance Agreements	<u>4,620</u>	<u>5,040</u>	<u>5,040</u>	<u>3,780</u>	<u>5,040</u>	<u>18,700</u>	
TOTAL Maintenance Services	4,620	5,040	5,040	3,780	5,040	18,700	
<u>Operating Equipment</u>							
176-571000 Furniture & Fixtures	<u>430</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>600</u>	
TOTAL Operating Equipment	430	0	0	0	0	600	
<u>Capital Outlay</u>							
176-581200 Vehicles & Access. Over \$5,00	<u>0</u>	<u>0</u>	<u>64,000</u>	<u>58,280</u>	<u>58,280</u>	<u>0</u>	
TOTAL Capital Outlay	0	0	64,000	58,280	58,280	0	
TOTAL BUSINESS OFFICE							
	974,558	1,088,932	1,247,318	976,365	1,214,937	1,280,599	
TOTAL GENERAL GOVERNMENT							
	3,874,558	3,494,162	1,247,318	976,365	1,214,937	1,280,599	

DEPARTMENT: PUBLIC WORKS
DIVISION: 575 WATER & SEWER ADMINISTRATION
FUND: 202 WATER AND SEWER

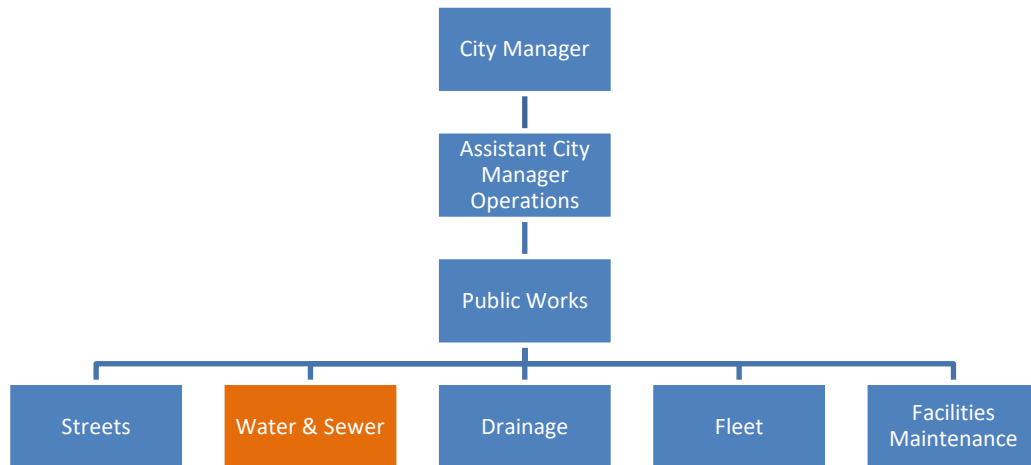
DEPARTMENT DESCRIPTION

The Water and Wastewater division of Public Works provides reliable water and wastewater services to all Schertz residents through maintenance, repair, strategic planning, inspection of new infrastructure, and the expansion of water and wastewater services. As part of this division's service to the community, the employees offer excellent customer service, participate in community events, provide a weekly chipping service, meet with developers and utility providers, review plat and subdivision plans, as well as review water and wastewater construction plans. In addition, the Water and Wastewater division oversees the drought and water conservation plans/ordinance, provides letters of availability and Certificates of Convenience and Necessity, assists other departments, and conducts department training, education, and planning.

GOALS AND OBJECTIVES

- Provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations.
- Ensure an adequate future water supply.
- Empower personnel to strengthen ability to respond promptly to daily and emergency events.
- Emphasize safety to reduce preventable accidents.
- Deliver quality services and providing accurate and timely responses to customer requests.

ORGANIZATION CHART



WATER & SEWER ADMINISTRATION	2020-21	2021-22	2022-23
Director	1	1	1
Assistant Director	1	1	1
Water & Sewer Manager	1	1	1
Customer Relations Representative	1	1	1
SCADA Technician	0	1	1
Schertz-Seguin Local Government Corp Gen Mgr	1	1	1
Schertz-Seguin Local Government Corp Assistant Gen Mgr	1	1	1
Water & Sewer Superintendent	1	1	1
Water & Sewer Supervisor	1	1	2
Service Worker II	5	5	5
Service Worker I	10	10	10
TOTAL POSITIONS	23	24	25

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Water Accounts	16734	17235	17335
Miles of Water Main	230	234	240
Miles of Sewer Main	118	175	200

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Gallons Pumped (Edwards), acre feet	52	180	260
Gallons Received (SSLGC), acre feet	6000	6207	6000
Gallons Distributed, acre feet	5300	5630	6000

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
New Meter Installed	260	80	150
New Service Taps	0	1	5
Water Service Calls	2212	1858	2000
Water Main Break, Service Repair Calls	1806	1506	1800
Sewer Backup and Repair Calls	792	765	775

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Personnel Services	\$1,801,986	\$1,846,546	\$2,026,072
Supplies	78,926	88,000	63,000
City Support Services	68,258	74,062	213,996
Utility Services	3,773,667	3,585,500	3,585,500
Operations Support	9,450	7,050	10,050
Staff Support	37,795	43,000	43,000
City Assistance	200	0	0
Professional Services	465,999	463,400	428,400
Fund Charges/Transfers	8,615,455	6,741,826	6,746,368
Maintenance Services	10,195,253	9,570,200	9,570,200
Other Costs	40,000	40,000	40,000
Debt Service	2,072,273	1,518,228	2,499,777
Other Financing Sources	0	100,000	0
Rental/Leasing	96,568	72,275	72,275
Operating Equipment	6,950	7,000	7,000
Capital Outlay	0	\$163,000	261,400
<i>Total</i>	<i>\$27,262,779</i>	<i>\$24,320,087</i>	<i>\$25,567,038</i>
Projects	\$0	\$570,000	\$0

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will increase 5.1% from the FY 2021-22 year-end estimate for wage increases, water gems software, a new mobile bypass pump and additional debt payments.

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES

(----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

W & S ADMINISTRATION

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Personnel Services

575-511110 Regular	1,060,790	1,182,237	1,260,314	990,713	1,209,413	1,312,282	
575-511120 Overtime	55,522	52,807	66,909	59,016	65,000	68,981	
575-511180 LTD	719	0	0	0	0	0	
575-511210 Longevity	22,381	30,266	13,589	11,426	11,426	13,861	
575-511230 Certification Allowance	13,856	10,761	13,880	14,278	16,688	13,791	
575-511240 Vehicle/phone Allowance	727	900	900	762	935	900	
575-511310 FICA - Employer	81,682	92,185	103,400	78,757	99,715	107,565	
575-511350 TMRS-Employer	247,839	203,588	221,431	158,400	208,749	230,350	
575-511410 Health-Employer	223,819	218,247	256,968	181,967	221,145	262,925	
575-511500 Workers' Compensation	<u>8,543</u>	<u>10,995</u>	<u>14,564</u>	<u>13,475</u>	<u>13,475</u>	<u>15,417</u>	
TOTAL Personnel Services	1,715,878	1,801,986	1,951,955	1,508,794	1,846,546	2,026,072	

Supplies

575-521000 Operating Supplies	8,638	8,469	12,000	9,963	10,000	10,000	
575-521100 Office Supplies	1,398	962	1,500	1,144	1,500	1,500	
575-521200 Medical/Chem Supplies	1,158	1,391	1,500	1,129	1,500	1,500	
575-521400 Plumbing Supplies	13,032	68,105	50,000	1,506	75,000	50,000	
575-521405 Water Meters-New	<u>138,143</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Supplies	162,369	78,926	65,000	13,742	88,000	63,000	

Human Services

City Support Services

575-532400 Computer Fees & Licenses	0	0	0	0	0	23,496	
575-532500 City Insurance-Commercial	58,697	65,833	67,000	70,562	70,562	78,000	
575-532800 Employee Appreciation Events	2,343	2,500	2,500	1,436	3,500	3,500	
575-532900 Contingencies	<u>0</u>	<u>(76)</u>	<u>101,000</u>	<u>0</u>	<u>0</u>	<u>109,000</u>	
TOTAL City Support Services	61,040	68,258	170,500	71,998	74,062	213,996	

Utility Services

575-533100 Gas Utility Service	1,503	2,064	2,000	2,636	3,000	3,000	
575-533200 Electric Utility Service	274,727	428,361	320,000	271,777	325,000	325,000	
575-533300 Telephone/Land Line	0	0	0	0	2,000	0	
575-533310 Telephone/Cell Phones	1,979	429	3,500	81	0	2,000	
575-533320 Telephone/Air Cards	124	0	200	0	0	0	
575-533400 Water Purchase	3,460,169	3,293,664	3,200,000	2,290,118	3,200,000	3,200,000	
575-533410 Water Utility Service	1,730	1,936	2,500	1,652	2,500	2,500	
575-533500 Vehicle Fuel	<u>40,396</u>	<u>47,213</u>	<u>55,000</u>	<u>49,316</u>	<u>53,000</u>	<u>53,000</u>	
TOTAL Utility Services	3,780,627	3,773,667	3,583,200	2,615,580	3,585,500	3,585,500	

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Operations Support</u>							
575-534000 Postage	188	306	300	224	300	300	
575-534100 Advertising	3,350	2,455	5,000	0	0	3,000	
575-534200 Printing & Binding	86	0	250	117	250	250	
575-534300 Equipment Maintenance - Copie	<u>6,838</u>	<u>6,688</u>	<u>6,500</u>	<u>5,826</u>	<u>6,500</u>	<u>6,500</u>	
TOTAL Operations Support	10,462	9,450	12,050	6,167	7,050	10,050	
<u>Staff Support</u>							
575-535100 Uniforms	19,761	15,113	20,000	7,014	20,000	20,000	
575-535300 Memberships	5,701	5,683	0	0	0	0	
575-535500 Training/Travel	12,270	15,000	21,000	11,782	23,000	23,000	
575-535510 Meeting Expenses	<u>1,235</u>	<u>1,999</u>	<u>2,000</u>	<u>143</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	38,967	37,795	43,000	18,938	43,000	43,000	
<u>City Assistance</u>							
575-537100 Medical Services	<u>227</u>	<u>200</u>	<u>250</u>	<u>40</u>	<u>0</u>	<u>0</u>	
TOTAL City Assistance	227	200	250	40	0	0	
<u>Professional Services</u>							
575-541200 Legal Svcs	304,299	225,226	200,000	55,073	150,000	150,000	
575-541300 Other Cons'l/Prof Services	31,319	121,249	145,000	44,566	145,000	145,000	
575-541305 Cell Tower Management Fees	80,753	92,124	106,570	108,128	108,000	108,000	
575-541400 Auditor/Accounting Service	24,000	26,000	24,000	19,000	19,000	24,000	
575-541500 Paying Agent	1,400	1,400	1,400	397	1,400	1,400	
575-541502 Cost of Bond Issuance	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,499</u>	<u>40,000</u>	<u>0</u>	
TOTAL Professional Services	441,771	465,999	476,970	247,663	463,400	428,400	
<u>Fund Charges/Transfers</u>							
575-548040 Contribution To CVLGC	100,000	99,999	300,000	300,000	300,000	400,000	
575-548050 Contribution to SSLG	3,892,799	3,908,231	4,000,000	3,657,351	4,000,000	3,898,064	
575-548060 Contribution to CCMA	717,400	714,450	800,000	223,120	800,000	800,000	
575-548101 Transfer Out - General Fund	0	0	4,000	0	0	4,000	
575-548600 Inter-fund Charges-Admin	1,385,000	1,450,827	1,478,230	1,231,858	1,478,230	1,493,620	
575-548610 Interfund Charge-Fleet	132,937	116,624	163,596	136,330	163,596	150,684	
575-548700 Bad Debt Expense	293,911	0	80,000	0	0	0	
575-548800 Depreciation Expense	2,288,708	2,313,943	0	0	0	0	
575-548900 Amortization Expense	<u>11,381</u>	<u>11,381</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	8,822,137	8,615,455	6,825,826	5,548,660	6,741,826	6,746,368	
<u>Maintenance Services</u>							
575-551100 Building Maintenance	1,639	2,451	5,000	2,741	5,000	5,000	
575-551300 Computer Maintenance	9,656	11,004	17,500	4,750	17,500	17,500	
575-551400 Minor & Other Equip Maint	1,124	2,127	5,100	906	5,100	5,100	
575-551500 Water Maintenance	119,625	70,211	155,000	76,540	200,000	200,000	
575-551510 Waste Contractor Expense	5,018,537	5,206,801	4,800,000	3,860,203	5,000,000	5,000,000	
575-551520 Sewer Treatment-CCMA/MUD	3,843,403	4,708,982	4,100,000	4,112,730	4,182,000	4,182,000	
575-551530 Sewer Maintenance	428,425	129,617	84,000	67,144	90,000	90,000	
575-551540 I&I Maintenance	16,735	45,429	46,800	2,008	50,000	50,000	
575-551600 Street Maintenance Materials	21,059	18,411	20,000	12,296	20,000	20,000	

PROPOSED BUDGET WORKSHEET

202-WATER & SEWER

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
575-551720 Low Flow Rebate Program	300	0	400	50	400	400	
575-551800 Other Maintenance Agreements	<u>240</u>	<u>220</u>	<u>240</u>	<u>140</u>	<u>200</u>	<u>200</u>	
TOTAL Maintenance Services	9,460,743	10,195,253	9,234,040	8,139,507	9,570,200	9,570,200	
<u>Other Costs</u>							
575-554100 State Water Fees-TCEQ	<u>36,605</u>	<u>40,000</u>	<u>38,500</u>	<u>36,616</u>	<u>40,000</u>	<u>40,000</u>	
TOTAL Other Costs	36,605	40,000	38,500	36,616	40,000	40,000	
<u>Debt Service</u>							
575-555900 Debt Service	0	1,560,000	1,025,000	1,024,675	1,024,675	1,912,700	
575-555900. Interest Expense	<u>636,763</u>	<u>512,273</u>	<u>493,553</u>	<u>592,737</u>	<u>493,553</u>	<u>587,077</u>	
TOTAL Debt Service	636,763	2,072,273	1,518,553	1,617,412	1,518,228	2,499,777	
<u>Other Financing Sources</u>							
575-556000 Issuance Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>57,095</u>	<u>100,000</u>	<u>0</u>	
TOTAL Other Financing Sources	0	0	0	57,095	100,000	0	
<u>Rental/Leasing</u>							
575-561000 Rental-Building & Land	2,952	3,041	3,200	3,132	3,275	3,275	
575-561100 Rental-Equipment	0	0	9,000	8,133	1,000	1,000	
575-561200 Lease/Purchase Payments	<u>133,300</u>	<u>93,527</u>	<u>0</u>	<u>68,000</u>	<u>68,000</u>	<u>68,000</u>	
TOTAL Rental/Leasing	136,252	96,568	12,200	79,265	72,275	72,275	
<u>Operating Equipment</u>							
575-571000 Furniture & Fixtures	2,355	4,361	4,000	279	3,000	3,000	
575-571500 Minor Equipment	<u>6,364</u>	<u>2,588</u>	<u>5,000</u>	<u>3,005</u>	<u>4,000</u>	<u>4,000</u>	
TOTAL Operating Equipment	8,719	6,950	9,000	3,284	7,000	7,000	
<u>Capital Outlay</u>							
575-581200 Vehicles & Access. Over \$5,00	0	0	58,000	0	58,000	52,500	
575-581800 Equipment Over \$5,000	<u>23,516</u>	<u>0</u>	<u>105,000</u>	<u>46,061</u>	<u>105,000</u>	<u>208,900</u>	
TOTAL Capital Outlay	23,516	0	163,000	46,061	163,000	261,400	
<u>Water Line Relocation</u>							
<u>Aviation Heights</u>							
TOTAL W & S ADMINISTRATION	25,336,076	27,262,779	24,104,044	20,010,822	24,320,087	25,567,038	
TOTAL PUBLIC WORKS	25,336,076	27,262,779	24,104,044	20,010,822	24,320,087	25,567,038	

FUND: 411 CAPITAL RECOVERY FUND

WATER

(Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Provide citizens with quality projects completed on-time and on-budget.
- Design a 3 million gallon ground storage and booster station
- State law mandates that the Water/Wastewater Capital Recovery plan be updated at least every five years. The last study was 2011.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$1,079,712	\$1,000,000	\$1,100,000
Miscellaneous	10,310	20,750	51,500
<i>Total</i>	<i>\$1,090,022</i>	<i>\$1,020,750</i>	<i>\$1,151,500</i>
<i>Expenses</i>			
Non Departmental	\$46,922	\$31,000	\$44,000
Projects	512,000	0	0
<i>Total</i>	<i>\$558,922</i>	<i>\$31,000</i>	<i>\$44,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$44,000 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

411-CAPITAL RECOVERY - WATER

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	2019-2020	2020-2021	(----- CURRENT	2021-2022	(----- PROJECTED	2022-2023	(-----)
	ACTUAL	ACTUAL	BUDGET	Y-T-D	YEAR END	CITY ADMIN.	ADOPTED
				ACTUAL		RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	1,244,813	1,079,712	1,100,000	716,089	1,000,000	1,100,000	_____
Miscellaneous	<u>83,451</u>	<u>10,310</u>	<u>16,000</u>	<u>23,660</u>	<u>20,750</u>	<u>51,500</u>	=====
TOTAL REVENUES	1,328,264	1,090,022	1,116,000	739,749	1,020,750	1,151,500	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>58,301</u>	<u>46,922</u>	<u>51,000</u>	<u>17,033</u>	<u>31,000</u>	<u>44,000</u>	=====
TOTAL GENERAL GOVERNMENT	58,301	46,922	51,000	17,033	31,000	44,000	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>512,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	=====
TOTAL MISC & PROJECTS	<u>0</u>	<u>512,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	=====
TOTAL EXPENDITURES	58,301	558,922	51,000	17,033	31,000	44,000	
REVENUE OVER/ (UNDER) EXPENDITURES	1,269,963	531,100	1,065,000	722,716	989,750	1,107,500	-----

PROPOSED BUDGET WORKSHEET

411-CAPITAL RECOVERY - WATER

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-455900 Cap Rcvry-Water	<u>1,244,813</u>	<u>1,079,712</u>	<u>1,100,000</u>	<u>716,089</u>	<u>1,000,000</u>	<u>1,100,000</u>	<u> </u>
TOTAL Fees	1,244,813	1,079,712	1,100,000	716,089	1,000,000	1,100,000	
<u>Fund Transfers</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	2,843	237	1,000	248	750	1,500	<u> </u>
000-491200 Investment Income	<u>80,608</u>	<u>10,073</u>	<u>15,000</u>	<u>23,412</u>	<u>20,000</u>	<u>50,000</u>	<u> </u>
TOTAL Miscellaneous	<u>83,451</u>	<u>10,310</u>	<u>16,000</u>	<u>23,660</u>	<u>20,750</u>	<u>51,500</u>	<u> </u>
TOTAL REVENUES	1,328,264	1,090,022	1,116,000	739,749	1,020,750	1,151,500	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

411-CAPITAL RECOVERY - WATER

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	2019-2020	2020-2021	(----- 2021-2022 -----)	(----- 2022-2023 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

NON DEPARTMENTAL

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<u>Supplies</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Utility Services</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
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Professional Services

101-541300 Professional Services-Cap Pla	57,301	45,922	50,000	16,033	30,000	43,000	_____
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101-541400 Auditor/Accounting Service	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>_____</u>
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TOTAL Professional Services	58,301	46,922	51,000	17,033	31,000	44,000	_____
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<u>Fund Charges/Transfers</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Debt Service</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Operating Equipment</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Capital Outlay</u>	_____	_____	_____	_____	_____	_____	_____
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TOTAL NON DEPARTMENTAL	58,301	46,922	51,000	17,033	31,000	44,000	_____
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TOTAL GENERAL GOVERNMENT	58,301	46,922	51,000	17,033	31,000	44,000	_____
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PROPOSED BUDGET WORKSHEET

411-CAPITAL RECOVERY - WATER

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(------ 2021-2022 -----) (------ 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS							
=====							
<u>Personnel Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>City Support Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Utility Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Fund Charges/Transfers</u>							
900-548406 Transfer Out-Public Imprvment	_____0	_____512,000	_____0	_____0	_____0	_____0	=====
TOTAL Fund Charges/Transfers	0	512,000	0	0	0	0	
<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Rental/Leasing</u>	_____	_____	_____	_____	_____	_____	_____
<u>Capital Outlay</u>	_____	_____	_____	_____	_____	_____	_____
TOTAL PROJECTS	0	512,000	0	0	0	0	

PROPOSED BUDGET WORKSHEET

411-CAPITAL RECOVERY - WATER

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

SCHAEFER RD WATER IMPR
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<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Fund Charges/Transfers</u>	_____	_____	_____	_____	_____	_____	_____
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<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
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TOTAL MISC & PROJECTS	0	512,000	0	0	0	0	
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TOTAL EXPENDITURES	58,301	558,922	51,000	17,033	31,000	44,000	
	=====	=====	=====	=====	=====	=====	=====

FUND: 421 CAPITAL RECOVERY FUND

SEWER

(Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Preliminary engineering and land acquisition for a waste water treatment plant for South Schertz. Initiate plans for the Southeast Quad Pump Station and the Ground Storage and Distribution Main for South Schertz. State law mandates that the Water/Wastewater Capital Recovery Plan be updated at least every five years. Last study was in 2011. Currently the Sedona WWTP serves the Crossvine Subdivision area but will be eliminated when the new CCMA WWTP comes on line. A sewer line and lift-station will be needed to accomplish this project.
- Initiate and institute a study to implement reuse water throughout the City.
- Provide citizens with quality projects completed on-time and on-budget.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
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Revenue

Fees	\$611,659	\$500,000	\$550,000
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Miscellaneous	9,865	20,500	51,500
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<i>Total</i>	<i>\$621,523</i>	<i>\$520,500</i>	<i>\$601,500</i>
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Expenses

Non-Departmental	\$7,855,487	\$40,500	\$52,500
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<i>Total</i>	<i>\$7,855,487</i>	<i>\$40,500</i>	<i>\$52,500</i>
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PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$52,500 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

421-CAPITAL RECOVERY - SEWER

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			2021-2022		2022-2023		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	641,746	611,659	600,000	304,209	500,000	550,000	
Miscellaneous	<u>91,786</u>	<u>9,865</u>	<u>60,250</u>	<u>22,626</u>	<u>20,500</u>	<u>51,500</u>	
TOTAL REVENUES	733,531	621,523	660,250	326,835	520,500	601,500	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>164,536</u>	<u>7,855,487</u>	<u>55,500</u>	<u>20,242</u>	<u>40,500</u>	<u>52,500</u>	
TOTAL GENERAL GOVERNMENT	164,536	7,855,487	55,500	20,242	40,500	52,500	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	164,536	7,855,487	55,500	20,242	40,500	52,500	
REVENUE OVER/(UNDER) EXPENDITURES	568,996	(7,233,964)	604,750	306,593	480,000	549,000	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

421-CAPITAL RECOVERY - SEWER

AS OF: JULY 31ST, 2022

REVENUES

			(----- 2021-2022 -----)	(----- 2022-2023 -----)			
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-455910 Cap Rcvry-Waste Water	<u>641,746</u>	<u>611,659</u>	<u>600,000</u>	<u>304,209</u>	<u>500,000</u>	<u>550,000</u>	<u> </u>
TOTAL Fees	641,746	611,659	600,000	304,209	500,000	550,000	
<u>Fund Transfers</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	1,655	195	250	255	500	1,500	<u> </u>
000-491200 Investment Income	99,102	39,750	60,000	32,682	20,000	50,000	<u> </u>
000-491900 Unrealize Gain/Loss-Captl On (<u>8,972)</u>	<u>(30,080)</u>	<u>0</u>	<u>(10,311)</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Miscellaneous	<u>91,786</u>	<u>9,865</u>	<u>60,250</u>	<u>22,626</u>	<u>20,500</u>	<u>51,500</u>	<u> </u>
TOTAL REVENUES	733,531	621,523	660,250	326,835	520,500	601,500	<u> </u>
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

421-CAPITAL RECOVERY - SEWER

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
=====							
<u>Supplies</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>							
101-541300 Professional Services-Cap Pla	159,005	55,698	50,000	15,816	35,000	50,000	_____
101-541400 Auditor/Accounting Service	1,000	1,000	1,000	1,000	1,000	1,000	_____
101-541650 Investment Mgt Fee-Sewer	<u>4,531</u>	<u>3,789</u>	<u>4,500</u>	<u>3,426</u>	<u>4,500</u>	<u>1,500</u>	<u>_____</u>
TOTAL Professional Services	164,536	60,487	55,500	20,242	40,500	52,500	
<u>Fund Charges/Transfers</u>							
101-548406 Transfer Out-Water/Sewer Prjc	<u>0</u>	<u>7,795,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>_____</u>
TOTAL Fund Charges/Transfers	0	7,795,000	0	0	0	0	
<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
TOTAL NON DEPARTMENTAL							
	164,536	7,855,487	55,500	20,242	40,500	52,500	
TOTAL GENERAL GOVERNMENT							
	164,536	7,855,487	55,500	20,242	40,500	52,500	

PROPOSED BUDGET WORKSHEET

421-CAPITAL RECOVERY - SEWER

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

SEWER PROJECTS

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City Support Services

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Operations Support

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Professional Services

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Maintenance Services

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Rental/Leasing

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TOTAL EXPENDITURES

164,536	7,855,487	55,500	20,242	40,500	52,500		
=====	=====	=====	=====	=====	=====	=====	=====

FUND: 204 DRAINAGE FUND

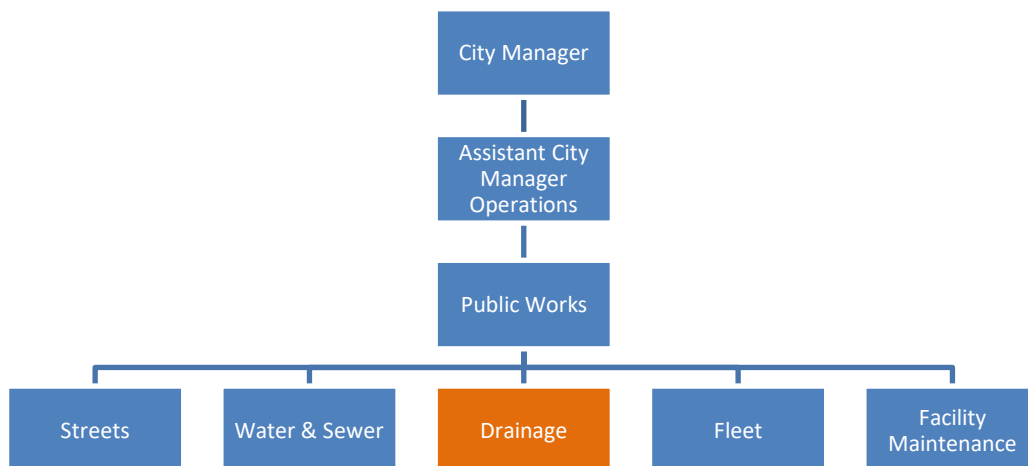
DEPARTMENT DESCRIPTION

The Public Works Drainage Division is responsible for the maintenance and management of drainage channels, storm water inlets, floodways, road rights-of-way, alleys, and compliance with regulations, as well as reviewing subdivision plans and the issuance of permits for development and that might affect drainage infrastructure. The revenues come from a fee charged to “users”. A “user” is any citizen or business that owns impervious surfaces and/or any man-made structure, such as buildings, parking lots, or driveways.

GOALS AND OBJECTIVES

- Protect lives and property.
- Adhere to best management practices in the maintenance of natural creek waterways and earthen channels to ensure water quality, reduce erosion, and increase conveyance.
- Technical review and issuance of floodplain permits, floor insurance rate map revision, floodplain violation identification, coordination and prosecution support
- Continue to evaluate, consider, and pursue all available resources for improving management of the drainage infrastructure.

ORGANIZATIONAL CHART



DRAINAGE	2020-21	2021-22	2022-23
Director	1	1	1
Assistant Director	1	1	1
Streets/Drainage Manager	1	1	1
Drainage Superintendent	1	1	1
Drainage Worker II	2	2	2
Drainage Worker I	5	5	5
TOTAL POSITIONS	11	11	11

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Acres of Alleys Mowed	5.15	5.15	5.15
Acres of Rights-of-Way (ROW) Mowed	66.46	66.46	66.46
Acres of Drainage Ditches Mowed	158.75	158.75	158.75

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Monthly Operating Expenditures	79,252.85	95,103.01	119,799

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
	4250	4500	4750
ROW Maintenance & Mowing, Hours			
Drainage Mowing, Hours	1080	1180	1280
Drainage Structure Maintenance, Hours	1640	1720	1820

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Permits	\$6,670	\$7,000	\$7,000
Fees	1,211,192	1,258,500	1,258,500
Fund Transfers	0	0	182,573
Miscellaneous	59,975	1,200	2,000
<i>Total</i>	<i>\$1,277,838</i>	<i>\$1,266,700</i>	<i>\$1,450,073</i>

<i>Expenses</i>			
Personnel	\$379,237	\$369,167	\$522,998
Supplies	3,717	6,750	6,950
City Support Services	4,474	6,399	16,000
Utility Services	20,288	16,900	16,900
Operations Support	31	0	0
Staff Support	13,042	14,000	14,000
City Assistance	120	40	200
Professional Services	2,720	41,500	42,500
Fund Charges/Transfers	647,133	573,817	575,443
Maintenance Services	10,728	75,000	75,000
Other Costs	0	100	100
Debt Services	121,740	0	0
Rental/Leasing	0	0	0
Operating Equipment	6,867	2,500	2,500
Capital Outlay	0	13,903	165,000
Projects	0	0	0
<i>Total</i>	<i>\$1,210,097</i>	<i>\$1,120,076</i>	<i>\$1,437,591</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The FY 2022-23 Budget increase 14.5% from the FY 2021-22 year-end estimate from a fund transfer from reserves for equipment replacements.

Expenses: The FY 2022-23 Budget will increase 28.3% from the FY 2021-22 year-end estimate for wage increases and equipment replacements.

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			2021-2022		2022-2023		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Permits	3,220	6,670	4,000	7,700	7,000	7,000	
Fees	1,230,623	1,211,192	1,260,000	1,046,517	1,258,500	1,258,500	
Fund Transfers	0	0	17,229	0	0	182,573	
Miscellaneous	<u>13,209</u>	<u>59,975</u>	<u>3,000</u>	<u>1,200</u>	<u>1,200</u>	<u>2,000</u>	
TOTAL REVENUES	1,247,052	1,277,838	1,284,229	1,055,416	1,266,700	1,450,073	
<u>EXPENDITURE SUMMARY</u>							
<u>PUBLIC WORKS</u>							
DRAINAGE	<u>1,051,332</u>	<u>1,210,097</u>	<u>1,272,024</u>	<u>836,346</u>	<u>1,120,076</u>	<u>1,437,591</u>	
TOTAL PUBLIC WORKS	1,051,332	1,210,097	1,272,024	836,346	1,120,076	1,437,591	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>26,517</u>	<u>0</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>26,517</u>	<u>0</u>	<u>0</u>	
TOTAL EXPENDITURES	1,051,332	1,210,097	1,272,024	862,864	1,120,076	1,437,591	
REVENUE OVER/ (UNDER) EXPENDITURES	195,720	67,741	12,205	192,552	146,624	12,482	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2019-2020 -----)		(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Permits</u>							
000-432400 Floodplain Permit	<u>3,220</u>	<u>6,670</u>	<u>4,000</u>	<u>7,700</u>	<u>7,000</u>	<u>7,000</u>	<u></u>
TOTAL Permits	3,220	6,670	4,000	7,700	7,000	7,000	
<u>Fees</u>							
000-457500 Drainage Penalties	4,250	1,540	10,000	8,241	8,500	8,500	
000-457600 Drainage Fee	<u>1,226,373</u>	<u>1,209,653</u>	<u>1,250,000</u>	<u>1,038,275</u>	<u>1,250,000</u>	<u>1,250,000</u>	<u></u>
TOTAL Fees	1,230,623	1,211,192	1,260,000	1,046,517	1,258,500	1,258,500	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	0	0	0	0	0	165,000	
000-486100 Transfer In	0	0	17,229	0	0	0	
000-486101 Transfer In - General Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,573</u>	<u></u>
TOTAL Fund Transfers	0	0	17,229	0	0	182,573	
<u>Miscellaneous</u>							
000-491000 Interest Earned	413	82	1,000	169	200	500	
000-491200 Investment Income	9,294	738	2,000	1,031	1,000	1,500	
000-497000 Misc Income-Drainage	(229)	59,155	0	0	0	0	
000-497100 MISC INCOME-SCRAP METAL SALES	<u>3,730</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>13,209</u>	<u>59,975</u>	<u>3,000</u>	<u>1,200</u>	<u>1,200</u>	<u>2,000</u>	<u></u>
TOTAL REVENUES	1,247,052	1,277,838	1,284,229	1,055,416	1,266,700	1,450,073	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES

	2021-2022						2022-2023
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
DRAINAGE							
=====							
<u>Personnel Services</u>							
579-511110 Regular	225,927	234,047	280,825	176,132	228,098	319,184	
579-511120 Overtime	3,296	8,883	6,782	3,075	4,000	7,174	
579-511180 LTD	144	0	0	0	0	0	
579-511210 Longevity	8,616	9,876	9,902	9,935	9,935	9,558	
579-511230 Certification Allowance	1,962	1,985	2,400	1,906	2,377	2,450	
579-511310 FICA - Employer	15,272	18,135	23,764	13,612	18,697	25,885	
579-511350 TMRS-Employer	7,131	41,806	50,892	28,196	39,142	55,433	
579-511410 Health-Employer	46,266	60,674	77,281	49,247	62,224	97,783	
579-511500 Workers' Compensation	<u>3,166</u>	<u>3,831</u>	<u>5,074</u>	<u>4,694</u>	<u>4,694</u>	<u>5,531</u>	
TOTAL Personnel Services	311,779	379,237	456,920	286,797	369,167	522,998	
<u>Supplies</u>							
579-521000 Operating Supplies	3,154	2,318	4,900	120	2,500	2,500	
579-521100 Office Supplies	468	237	500	30	250	250	
579-521200 Medical/Chem Supplies	2,579	1,162	2,900	2,855	4,000	4,000	
579-521300 Motor Vehicle Supplies	<u>0</u>	<u>0</u>	<u>200</u>	<u>0</u>	<u>0</u>	<u>200</u>	
TOTAL Supplies	6,202	3,717	8,500	3,006	6,750	6,950	
<u>Human Services</u>							
<u>City Support Services</u>							
579-532500 City Insurance-Commercial	4,924	2,974	3,500	3,111	3,500	3,500	
579-532800 EMPLOYEE APPRECIATION EVENTS	1,202	1,500	1,500	914	2,500	2,500	
579-532900 Contingencies	<u>869</u>	<u>0</u>	<u>15,500</u>	<u>399</u>	<u>399</u>	<u>10,000</u>	
TOTAL City Support Services	6,995	4,474	20,500	4,424	6,399	16,000	
<u>Utility Services</u>							
579-533310 Telephone/Cell Phones	679	805	1,200	383	900	900	
579-533500 Vehicle Fuel	<u>11,169</u>	<u>19,483</u>	<u>25,500</u>	<u>16,960</u>	<u>16,000</u>	<u>16,000</u>	
TOTAL Utility Services	11,847	20,288	26,700	17,343	16,900	16,900	
<u>Operations Support</u>							
579-534000 Postage	0	0	50	0	0	0	
579-534200 Printing & Binding	<u>0</u>	<u>31</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operations Support	0	31	1,050	0	0	0	
<u>Staff Support</u>							
579-535100 Uniforms	5,618	6,306	6,000	3,578	6,000	6,000	
579-535300 Memberships	500	(14)	500	0	0	0	
579-535500 Training/Travel	1,252	5,000	6,000	5,833	8,000	8,000	
579-535510 Meeting Expenses	0	1,200	1,200	33	0	0	
579-535600 Professional Certification	<u>0</u>	<u>550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	7,370	13,042	13,700	9,444	14,000	14,000	

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES

	2021-2022		2022-2023				
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>City Assistance</u>							
579-537100 Medical Services	150	120	500	40	40	200	
TOTAL City Assistance	150	120	500	40	40	200	
<u>Professional Services</u>							
579-541200 Legal Svcs	0	59	5,000	0	0	1,000	
579-541310 Contractual Services	2,107	1,161	62,737	12,041	40,000	40,000	
579-541400 Auditor/Accounting Service	1,500	1,500	1,500	1,500	1,500	1,500	
TOTAL Professional Services	3,607	2,720	69,237	13,541	41,500	42,500	
<u>Fund Charges/Transfers</u>							
579-548000 Transfer Out	0	20,355	0	0	0	0	
579-548101 Transfer Out - General Fund	0	0	1,000	0	0	1,000	
579-548500 Interfund Charges-Admin	243,112	285,506	308,010	256,675	308,010	320,073	
579-548600 Interfund Charges-Water	146,400	146,400	150,000	125,000	150,000	150,000	
579-548610 Interfund Charge-Fleet	89,145	99,261	115,807	96,506	115,807	104,370	
579-548700 Bad Debt Expense	4,839	0	0	0	0	0	
579-548800 Depreciation Expense	123,578	95,611	0	0	0	0	
TOTAL Fund Charges/Transfers	607,074	647,133	574,817	478,181	573,817	575,443	
<u>Maintenance Services</u>							
579-551300 Computer Maintenance	0	(623)	0	0	0	0	
579-551610 Drainage Channel Maintenance	90,436	11,351	83,000	7,109	75,000	75,000	
TOTAL Maintenance Services	90,436	10,728	83,000	7,109	75,000	75,000	
<u>Other Costs</u>							
579-554100 State Storm Water Fee-TCEQ	100	0	100	100	100	100	
TOTAL Other Costs	100	0	100	100	100	100	
<u>Debt Service</u>							
579-555900 Debt Service	0	120,000	0	0	0	0	
579-555900. Interest Expense	3,827	1,740	0	0	0	0	
TOTAL Debt Service	3,827	121,740	0	0	0	0	
<u>Rental/Leasing</u>							
579-561100 Rental-Equipment	0	0	500	0	0	0	
TOTAL Rental/Leasing	0	0	500	0	0	0	
<u>Operating Equipment</u>							
579-571200 Vehicles & Access Less \$5,000	0	130	0	0	0	0	
579-571500 Equipment Under \$5,000	1,944	6,737	2,500	2,459	2,500	2,500	
TOTAL Operating Equipment	1,944	6,867	2,500	2,459	2,500	2,500	

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

PUBLIC WORKS

EXPENDITURES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)	
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
<hr/>						
<u>Capital Outlay</u>						
579-581200 Vehicles & Access. Over \$5,00	0	0	0	0	0	165,000
579-581500 Machinery/Equipment	<u>0</u>	<u>0</u>	<u>14,000</u>	<u>13,903</u>	<u>13,903</u>	<u>0</u>
TOTAL Capital Outlay	0	0	14,000	13,903	13,903	165,000
<hr/>						
TOTAL DRAINAGE	1,051,332	1,210,097	1,272,024	836,346	1,120,076	1,437,591
<hr/>						
TOTAL PUBLIC WORKS	1,051,332	1,210,097	1,272,024	836,346	1,120,076	1,437,591

PROPOSED BUDGET WORKSHEET

204-DRAINAGE

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(------ 2021-2022 -----) (------ 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
PROJECTS							
=====							
<u>City Support Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Maintenance Services</u>							
900-551900 Construction	<u>0</u>	<u>0</u>	<u>0</u>	<u>26,517</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL Maintenance Services	0	0	0	26,517	0	0	0
<u>Capital Outlay</u>	_____	_____	_____	_____	_____	_____	_____
TOTAL PROJECTS	0	0	0	26,517	0	0	0
TOTAL MISC & PROJECTS	0	0	0	26,517	0	0	0
TOTAL EXPENDITURES	1,051,332	1,210,097	1,272,024	862,864	1,120,076	1,437,591	
	=====	=====	=====	=====	=====	=====	=====

FUND: 203 EMERGENCY MEDICAL SERVICES (EMS)

DEPARTMENTAL DESCRIPTION

Schertz Emergency Medical Services responds to 911 requests for ambulance service across a 220 square mile service area that includes the municipalities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma, Universal City, western Guadalupe County, Comal County Emergency Services District (ESD) #6 (about 25% of Comal County including the City of Garden Ridge); and a small portion of unincorporated Bexar County. We also work with individual at-risk patients to insure they have the best access to primary healthcare and that their medical needs are being met before an emergency occurs. We educate our employees by providing over fifty hours of Continuing Education annually and over thirty hours for our first responders. We provide ambulance demonstrations and stand-by event coverage to further the knowledge of Emergency Medical Services and injury/illness prevention and preparedness.

GOALS AND OBJECTIVES

- Provide efficient pre-hospital healthcare services to the communities that we serve.
- Integrate the care that we provide with the rest of the healthcare system to reduce demand for 911 services while elevating access to care and appropriate destination management for the citizens we serve.
- Provide appropriate and timely education and training to our employees and our first responders to ensure the best and most current standard of care is provided.
- Provide high quality pre-hospital training and community education for the communities we serve and the region as a whole.
- Provide education and assistance to the community to prevent and prepare them for medical emergencies through community education, demonstrations, immunizations, and CPR and Automatic External Defibrillator training programs.
- Be the preferred employer for pre-hospital healthcare providers in the State of Texas
- Be thoroughly prepared for man-made and natural disasters in our jurisdiction, region, and statewide.

- Meet the needs of our customers and to solidify relationships and agreements with all eight cities, three counties and one Emergency Services District for which we provide service.

ORGANIZATIONAL CHART

EMS	City Manager		2021-22	2022-23
Director		1	1	1
Division Chief - Operations	Assistant City Manager	1	1	1
Division Chief - Clinical	Operations	1	1	1
Community Health Coordinator		1	1	1
Training Coordinator		1	1	1
Office Manager	Emergency Medical Services (EMS)	1	1	1
Instructor		0	1	1
Administrative Asst.		1	1	1
Billing Specialist		3	3	3
EMS Battalion Chief		3	3	3
Field Training Officer		3	3	3
Lieutenant		3	3	3
MIH Paramedic		1	1	1
Paramedic		28	30	32
EMT		6	6	12
P/T Paramedics		15	15	15
P/T EMT		5	5	5
P/T Supply Coordinator		1	1	1
TOTAL POSITIONS		76	78	88

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Requests for EMS Service	12,269	13,230	13,618
Transports to Hospitals	7,443	8,103	8,366
Hospital to Hospital Transports	795	850	900
Collections per Transport	\$459	\$470	\$500
Students Enrolled in EMT Certification Classes	135	140	140
Trips billed for Alamo Heights	546	550	600
Members of EMS Passport	432	440	450

Efficiency	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Response Time 90% Reliability	13:59	13:00	13:00
Total Time on Task (Minutes)	58:30	57:00	57:00
Transport Percentage	61%	62%	62%
Days Sales Outstanding	45.78	45	45
Mutual Aid Requested	28	25	20
Students Graduated from EMT Certification Classes	63	70	70

Effectiveness	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Critical Failures / 100,000 miles	7.0	6	6
Fleet Accidents / 100,000 miles	5.0	4	4
Cardiac Arrest Save %	7.1%	8%	10%
Correct recognition of STEMI	64.6%	70%	75%
EMT Class Certification Pass Rate	85.7%	90%	90%

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$7,164,000	\$7,300,307	\$7,605,302
Inter-Jurisdictional	3,204,108	4,214,481	3,978,179
Fund Transfers	409,606	0	0
Miscellaneous	115,705	63,800	137,500
<i>Total</i>	<i>\$10,893,569</i>	<i>\$11,578,588</i>	<i>\$11,720,982</i>
<i>Expenses</i>			
Personnel	\$5,087,531	\$6,024,715	\$6,238,590
Supplies	356,297	396,250	398,525
City Support Services	71,113	143,430	160,000
Utility Services	130,473	172,000	176,000
Operations Support	152,744	33,550	31,500
Staff Support	55,329	83,000	88,000
City Assistance	616,862	624,489	624,989
Professional Services	113,798	152,500	125,500
Fund Charges/Transfers	3,272,625	2,638,846	3,145,058
Maintenance Services	10,560	13,000	13,000
Debt Service	115,10	116,725	0
Rental/Leasing	65,118	150,000	150,000
Operating Equipment	74,513	75,528	53,500
Capital Outlay	0	905,000	515,000
<i>Total</i>	<i>\$10,122,063</i>	<i>\$11,529,032</i>	<i>\$11,719,662</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2022-23 Budget are expected to increase 1.2% from FY 2021-22 year-end estimates from an increase in transports that is offset by lower funding from the Texas Ambulance Supplemental Payment Program (TASSP).

Expenses: The FY 2022-23 Budget will increase 1.7% from the FY 2021-22 year-end estimate. The addition of 8 new person and wage increases is offset by debt service being paid off and vehicle replacements made in FY 2021-22.

PROPOSED BUDGET WORKSHEET

203-EMS

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	5,608,246	7,164,150	6,545,490	5,749,342	7,300,307	7,605,302	
Inter-Jurisdictional	2,847,335	3,204,108	3,985,933	3,910,014	4,214,481	3,978,179	
Fund Transfers	0	409,606	1,088,672	0	0	0	
Miscellaneous	<u>339,324</u>	<u>115,705</u>	<u>174,500</u>	<u>65,345</u>	<u>63,800</u>	<u>137,500</u>	
TOTAL REVENUES	8,794,906	10,893,569	11,794,594	9,724,700	11,578,588	11,720,982	
<u>EXPENDITURE SUMMARY</u>							
<u>PUBLIC SAFETY</u>							
SCHERTZ EMS	<u>8,168,722</u>	<u>10,122,063</u>	<u>11,736,094</u>	<u>9,541,976</u>	<u>11,529,032</u>	<u>11,719,662</u>	
TOTAL PUBLIC SAFETY	8,168,722	10,122,063	11,736,094	9,541,976	11,529,032	11,719,662	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	8,168,722	10,122,063	11,736,094	9,541,976	11,529,032	11,719,662	
REVENUE OVER/(UNDER) EXPENDITURES	626,184	771,505	58,501	182,724	49,556	1,319	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

203-EMS

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-456100 Ambulance/Mileage Transprt Fe	5,365,449	6,844,294	6,206,890	5,434,543	6,967,257	7,248,302	
000-456110 Passport Membership Fees	25,065	25,765	28,000	26,240	26,000	26,000	
000-456120 EMT Class - Fees	90,825	134,600	137,500	136,525	140,000	140,000	
000-456122 CE Class - Fees	19,443	19,745	24,000	18,523	22,000	20,000	
000-456130 Immunization Fees	7,936	2,149	3,000	2,227	2,500	3,000	
000-456140 Billing Fees-External	23,514	20,157	26,000	18,773	22,500	28,000	
000-456150 Standby Fees	16,849	39,826	30,000	41,989	50,000	50,000	
000-456155 Community Services Support	24,366	40,176	50,000	36,850	30,000	50,000	
000-456160 MIH Services	34,699	37,413	40,000	33,621	40,000	40,000	
000-459200 NSF Check Fee	<u>100</u>	<u>25</u>	<u>100</u>	<u>50</u>	<u>50</u>	<u>0</u>	
TOTAL Fees	5,608,246	7,164,150	6,545,490	5,749,342	7,300,307	7,605,302	
<u>Inter-Jurisdictional</u>							
000-473500 Seguin/Guadalupe Co Support	843,578	1,005,263	927,935	773,279	927,934	927,935	
000-474200 JBSA Support	0	0	635,706	476,780	635,706	654,778	
000-474300 Cibolo Support	439,612	473,115	529,044	529,044	529,043	557,334	
000-475100 Comal Co ESD #6	132,439	141,411	148,871	159,667	150,557	132,247	
000-475200 Live Oak Support	237,775	246,256	280,241	259,351	259,350	273,764	
000-475300 Universal City Support	305,996	321,566	335,885	335,885	335,884	345,554	
000-475400 Selma Support	161,001	171,441	180,290	180,290	180,290	186,132	
000-475500 Schertz Support	602,583	667,049	695,644	695,644	695,644	725,514	
000-475600 Santa Clara Support	11,137	11,455	11,953	11,953	11,953	12,236	
000-475800 Marion Support	16,849	18,375	21,364	21,364	21,363	22,685	
000-475910 TASPP Program	<u>96,365</u>	<u>148,177</u>	<u>219,000</u>	<u>466,757</u>	<u>466,757</u>	<u>140,000</u>	
TOTAL Inter-Jurisdictional	2,847,335	3,204,108	3,985,933	3,910,014	4,214,481	3,978,179	
<u>Fund Transfers</u>							
000-486000 Transfer In-Reserves	0	0	755,172	0	0	0	
000-486100 Transfer In	0	0	333,500	0	0	0	
000-486405 Transfer In-Grant Fund	<u>0</u>	<u>409,606</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Transfers	0	409,606	1,088,672	0	0	0	
<u>Miscellaneous</u>							
000-491000 Interest Earned	1,077	489	2,500	367	600	1,500	
000-491200 Investment Income	9,562	959	5,000	1,801	2,000	4,000	
000-493203 Donations-EMS	5,727	925	2,000	650	1,200	2,000	
000-493205 Donations-Golf Tournament (150)	0	0	0	0	0	
000-497000 Misc Income	178,631	48,218	75,000	27,001	20,000	60,000	
000-497100 Recovery of Bad Debt	8,272	11,223	20,000	8,643	10,000	20,000	
000-497110 Collection Agency-Bad Debt	<u>136,205</u>	<u>53,891</u>	<u>70,000</u>	<u>26,882</u>	<u>30,000</u>	<u>50,000</u>	
TOTAL Miscellaneous	<u>339,324</u>	<u>115,705</u>	<u>174,500</u>	<u>65,345</u>	<u>63,800</u>	<u>137,500</u>	
TOTAL REVENUES	8,794,906	10,893,569	11,794,594	9,724,700	11,578,588	11,720,982	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

203-EMS

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
SCHERTZ EMS							
=====							
<u>Personnel Services</u>							
280-511110 Regular	1,985,359	2,770,929	3,034,440	2,677,666	3,300,000	3,337,737	
280-511120 Overtime	783,376	864,024	923,247	888,001	1,000,000	1,000,000	
280-511180 LTD	1,598	0	0	0	0	0	
280-511210 Longevity	46,492	48,698	41,121	37,929	39,000	45,351	
280-511220 Clothing Allowance	12,340	12,972	14,978	14,764	16,000	14,976	
280-511230 Certification Allowance	13,310	11,645	16,060	13,425	15,000	20,410	
280-511310 FICA - Employer	230,373	272,255	297,912	265,818	320,000	350,838	
280-511350 TMRS-Employer	545,961	564,709	592,108	511,171	675,000	707,043	
280-511410 Health-Employer	430,081	474,438	592,549	514,232	600,000	686,029	
280-511500 Workers' Compensation	<u>57,936</u>	<u>67,862</u>	<u>64,543</u>	<u>59,715</u>	<u>59,715</u>	<u>76,206</u>	
TOTAL Personnel Services	4,106,826	5,087,531	5,576,958	4,982,721	6,024,715	6,238,590	
<u>Supplies</u>							
280-521000 Operating Supplies	1,171	629	2,000	1,667	2,000	2,000	
280-521010 Operating Supplies-EMT Class	19,822	29,950	30,000	39,063	30,000	30,000	
280-521020 Operating Supplies-CE Class	2,799	6,852	11,000	526	8,500	17,275	
280-521025 Community Support Supplies	23,066	23,480	23,323	32,595	23,000	25,000	
280-521030 Operating Supplies- MIH	0	0	1,000	174	500	2,000	
280-521100 Office Supplies	2,096	2,813	3,500	2,785	3,500	4,000	
280-521200 Medical/Chem Supplies	217,249	280,902	290,140	309,932	310,000	300,000	
280-521250 Immunization Supplies	12,135	7,998	21,287	809	15,000	14,000	
280-521300 Motor Veh. Supplies	2,293	2,480	2,500	1,479	2,000	2,500	
280-521600 Equip Maint Supplies	<u>0</u>	<u>1,194</u>	<u>2,500</u>	<u>136</u>	<u>1,750</u>	<u>1,750</u>	
TOTAL Supplies	280,631	356,297	387,250	389,165	396,250	398,525	
<u>Human Services</u>							
<u>City Support Services</u>							
280-532350 Software Maintenance	38,812	46,396	72,000	43,478	72,000	75,000	
280-532500 City Insurance-Commercial	24,979	24,718	26,000	31,430	31,430	35,000	
280-532900 Contingencies	<u>0</u>	<u>0</u>	<u>40,000</u>	<u>798</u>	<u>40,000</u>	<u>50,000</u>	
TOTAL City Support Services	63,791	71,113	138,000	75,706	143,430	160,000	
<u>Utility Services</u>							
280-533100 Gas Utility Service	7,105	6,538	7,000	6,399	7,000	7,000	
280-533200 Electric Utility Service	8,611	10,138	12,000	6,937	8,500	12,000	
280-533300 Telephone/Land Line	995	0	0	0	0	0	
280-533310 Telephone/Cell Phones	12,843	7,731	0	586	0	0	
280-533320 Telephone/Air Cards	4,134	261	0	0	0	0	
280-533330 Telephone/Internet	4,667	1,587	0	0	0	0	
280-533410 Water Utility Service	6,747	5,162	7,000	4,234	6,500	7,000	
280-533500 Vehicle Fuel	<u>65,790</u>	<u>99,055</u>	<u>80,000</u>	<u>118,079</u>	<u>150,000</u>	<u>150,000</u>	
TOTAL Utility Services	110,894	130,473	106,000	136,236	172,000	176,000	

PROPOSED BUDGET WORKSHEET

203-EMS

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Operations Support</u>							
280-534000 Postage	6,761	2,427	7,500	3,259	5,000	6,500	
280-534100 Advertising	0	0	0	485	485	0	
280-534200 Printing & Binding	2,799	2,609	6,500	2,514	4,000	3,000	
280-534300 Equipment Maintenance - Copie	4,829	4,654	7,500	4,054	7,500	5,000	
280-534400 EMT Class Instructors	12,080	13,440	10,000	10,640	10,000	8,000	
280-534410 CE Class Instructors	960	640	1,500	0	750	1,500	
280-534420 Community Support-Instructors	2,400	3,680	3,000	1,920	2,000	3,000	
280-534500 Memberships - Organizations	3,750	3,815	4,000	3,815	3,815	4,500	
280-534800 Temporary Empl. Services	4,389	0	0	0	0	0	
280-534999 Misc Expenses	<u>0</u>	<u>121,479</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operations Support	37,967	152,744	40,000	26,686	33,550	31,500	
<u>Staff Support</u>							
280-535100 Uniforms	20,023	21,157	25,265	21,052	30,000	30,000	
280-535210 Employee Recognition-Morale	3,904	5,115	6,000	4,549	6,000	6,500	
280-535300 Memberships	0	0	500	40	0	0	
280-535400 Publications	200	0	500	0	0	500	
280-535500 Training/Travel	24,890	25,066	38,000	37,299	44,000	48,000	
280-535510 Meeting Expenses	1,351	2,933	3,000	2,470	3,000	3,000	
280-535600 Professional Certification	<u>3,025</u>	<u>1,058</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	53,394	55,329	73,265	65,411	83,000	88,000	
<u>City Assistance</u>							
280-537100 Medical Services	1,876	1,738	4,000	845	2,000	2,000	
280-537110 EMS Outsourcing	548,867	611,113	618,489	463,867	618,489	618,489	
280-537800 Community Outreach	<u>3,328</u>	<u>4,011</u>	<u>4,500</u>	<u>4,021</u>	<u>4,000</u>	<u>4,500</u>	
TOTAL City Assistance	554,071	616,862	626,989	468,733	624,489	624,989	
<u>Professional Services</u>							
280-541200 Legal Svcs	195	351	5,000	983	2,000	5,000	
280-541300 Other Consl/Prof Services	105,049	93,028	103,000	111,508	130,000	100,000	
280-541400 Auditor/Accounting Service	3,000	3,000	3,000	3,000	3,000	3,000	
280-541501 Bond Issuance Costs/Paying A(188,568)	0	0	0	0	0	
280-541800 Credit Card Fees	<u>16,452</u>	<u>17,419</u>	<u>12,500</u>	<u>14,597</u>	<u>17,500</u>	<u>17,500</u>	
TOTAL Professional Services	(63,872)	113,798	123,500	130,087	152,500	125,500	
<u>Fund Charges/Transfers</u>							
280-548101 Tranfer Out - General Fund	0	0	0	0	0	4,000	
280-548600 Interfund Charges-G/F Admin	179,100	182,682	212,740	177,283	212,740	216,994	
280-548610 Interfund Charges-Admin Fleet	138,585	181,781	226,106	188,422	226,106	258,762	
280-548650 Interest Expense	1,664	0	0	0	0	0	
280-548700 Bad Debt Expense	2,305,991	2,621,818	2,224,890	1,792,796	2,200,000	2,665,302	
280-548800 Depreciation Expense	<u>329,219</u>	<u>286,344</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	2,954,559	3,272,625	2,663,736	2,158,501	2,638,846	3,145,058	

PROPOSED BUDGET WORKSHEET

203-EMS

AS OF: JULY 31ST, 2022

PUBLIC SAFETY

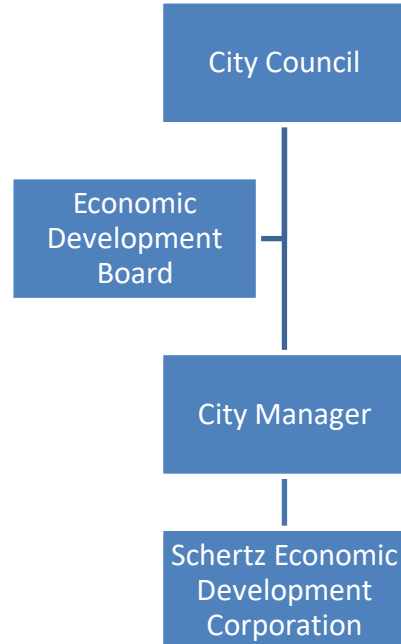
EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
280-551800 Other Maintenance Agreements	8,440	0	0	0	0	0	
280-551810 Maintenance Agr. - Radios	<u>11,520</u>	<u>10,560</u>	<u>13,000</u>	<u>6,720</u>	<u>13,000</u>	<u>13,000</u>	
TOTAL Maintenance Services	19,960	10,560	13,000	6,720	13,000	13,000	
<u>Other Costs</u>							
280-554100 Deployment-Reimb-STRAC	<u>51</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Other Costs	51	0	0	0	0	0	
<u>Debt Service</u>							
280-555639.Tax Notes SR2015 - Interest	2,877	0	0	0	0	0	
280-555900 Debt Service	<u>0</u>	<u>115,100</u>	<u>118,120</u>	<u>116,725</u>	<u>116,725</u>	<u>0</u>	
TOTAL Debt Service	2,877	115,100	118,120	116,725	116,725	0	
<u>Rental/Leasing</u>							
280-561200 Lease/Purchase Payments	<u>0</u>	<u>65,118</u>	<u>150,000</u>	<u>145,103</u>	<u>150,000</u>	<u>150,000</u>	
TOTAL Rental/Leasing	0	65,118	150,000	145,103	150,000	150,000	
<u>Operating Equipment</u>							
280-571000 Furniture & Fixtures	3,097	1,569	6,528	6,399	6,528	5,000	
280-571200 Vehicles&Access. < \$5,000	0	15,535	6,754	1,780	4,500	4,500	
280-571300 Computer&Periphe. < \$5000	2,787	12,154	20,000	17,117	15,000	15,000	
280-571400 Communication Equip < \$5000	4,194	8,475	21,289	673	9,500	4,000	
280-571800 Equipment Under \$5,000	<u>37,495</u>	<u>36,781</u>	<u>60,727</u>	<u>4,557</u>	<u>40,000</u>	<u>25,000</u>	
TOTAL Operating Equipment	47,573	74,513	115,298	30,526	75,528	53,500	
<u>Capital Outlay</u>							
280-581200 Vehicles & Access. Over \$5,00	0	0	1,404,790	680,825	725,000	450,000	
280-581800 Equipment Over \$5,000	<u>0</u>	<u>0</u>	<u>199,188</u>	<u>128,832</u>	<u>180,000</u>	<u>65,000</u>	
TOTAL Capital Outlay	0	0	1,603,978	809,657	905,000	515,000	
<hr/>							
TOTAL SCHERTZ EMS	8,168,722	10,122,063	11,736,094	9,541,976	11,529,032	11,719,662	
<hr/>							
TOTAL PUBLIC SAFETY	8,168,722	10,122,063	11,736,094	9,541,976	11,529,032	11,719,662	

FUND: 620 CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION

MISSION STATEMENT

The mission of the City of Schertz Economic Development Corporation (SEDC) is to grow the Schertz economy through Projects. Specifically, we pursue Projects that focus on the creation/retention of Primary Jobs and infrastructure improvements.

ORGANIZATIONAL CHART



ECONOMIC DEVELOPMENT	2020-21	2021-22	2022-23
Executive Director	1	1	1
Deputy Director (reclassified Analyst position 2021)	0	1	1
Economic Development Analyst	1	0	0
Business Retention Manager	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2020-21 Actual	2021-22 Estimate	2022-23 Budget
Number of inquiries	94	121	155
Number of Schertz BRE visits	7	18	40
Number of recruitment events	6	8	12
Number of new prospects	15	35	45
Number of active performance agreements	14	15	18

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Taxes	\$5,615,928	\$6,177,520	\$6,548,171
Fund Transfers	0	0	0
Miscellaneous	56,144	92,900	141,000
<i>Total</i>	<i>\$5,672,073</i>	<i>\$6,270,420</i>	<i>\$6,689,171</i>
<i>Expenses</i>			
Supplies	\$577	\$1000	\$1,000
Human Services	0	0	0
City Support Services	3,322	10,336	21,200
Utility Services	1,836	2,450	2,975
Operations Support	68,826	185,660	437,610
Staff Support	7,077	21,125	24,575

City Assistance	0	2,500	205,000
Professional Services	21,267	41,000	61,300
Fund Charges/Transfers	504,669	506,984	542,221
Maintenance Services	0	0	0
Operating Equipment	2,508	3,960	5,000
<i>Total Economic Development</i>	<i>\$610,082</i>	<i>\$775,015</i>	<i>\$1,300,881</i>
<i>Annual and Infrastructure Grants</i>	<i>\$4,274,385</i>	<i>\$1,240,000</i>	<i>\$8,750,079</i>
<i>Total Schertz Economic Development</i>	<i>\$4,884,467</i>	<i>\$2,015,015</i>	<i>\$10,050,960</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2022-23 is projected to increase by 6.7% from the FY 2021-22 year-end estimate. The increase is reflective of an increase in sales tax revenue.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2022-23 are projected to increase by 67.9% to accommodate costs associated with signage on Schertz Parkway Overpass, and Master Planning for comprehensive Request for Information (RFI) responses, and continued work with the Retail Coach on site analysis and planning. Unspent Marketing and Promotion dollars may be carried forward per State statute for Marketing and Promotion purposes.

Project Expenses: The SEDC is funding improvements to Lookout Rd, signalization, and upsizing of wastewater facilities in FY 2022-23. The SEDC also has performance agreements with 6 companies that are eligible to receive funds during the FY 2022-23 year. These projects include: Kellum Development, Closner Equipment Co., Phelan-Bennett, Schertz 312 LLC, Schertz Medical Office Building (MOB), and Ace Mart Food Supply.

PROPOSED BUDGET WORKSHEET

620-SED CORPORATION

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	4,819,288	5,615,928	5,408,000	4,279,981	6,177,520	6,548,000	
Fund Transfers	0	0	1,240,000	0	0	0	
Miscellaneous	<u>288,241</u>	<u>56,144</u>	<u>141,000</u>	<u>56,963</u>	<u>92,900</u>	<u>182,000</u>	
TOTAL REVENUES	5,107,529	5,672,073	6,789,000	4,336,944	6,270,420	6,730,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>5,252,997</u>	<u>4,274,385</u>	<u>4,379,038</u>	<u>0</u>	<u>1,240,000</u>	<u>0</u>	
TOTAL GENERAL GOVERNMENT	5,252,997	4,274,385	4,379,038	0	1,240,000	0	
<u>MISC & PROJECTS</u>							
ECONOMIC DEVELOPMENT	<u>613,162</u>	<u>610,082</u>	<u>1,161,669</u>	<u>691,451</u>	<u>775,015</u>	<u>1,300,881</u>	
TOTAL MISC & PROJECTS	<u>613,162</u>	<u>610,082</u>	<u>1,161,669</u>	<u>691,451</u>	<u>775,015</u>	<u>1,300,881</u>	
TOTAL EXPENDITURES	5,866,159	4,884,467	5,540,707	691,451	2,015,015	1,300,881	
REVENUE OVER/(UNDER) EXPENDITURES	(758,629)	787,606	1,248,293	3,645,493	4,255,405	5,429,119	
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PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2022

620-SED CORPORATION

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Taxes</u>							
000-411500 Sales Tax Revenue (4B)	<u>4,819,288</u>	<u>5,615,928</u>	<u>5,408,000</u>	<u>4,279,981</u>	<u>6,177,520</u>	<u>6,548,000</u>	<u> </u>
TOTAL Taxes	4,819,288	5,615,928	5,408,000	4,279,981	6,177,520	6,548,000	
<u>Fund Transfers</u>							
000-486010 Transfer In-Reserves	<u>0</u>	<u>0</u>	<u>1,240,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Fund Transfers	0	0	1,240,000	0	0	0	
<u>Miscellaneous</u>							
000-491000 Interest Earned-Bank	2,045	431	1,000	535	900	2,000	<u> </u>
000-491200 Investment Income	286,695	55,713	140,000	56,427	92,000	180,000	<u> </u>
000-497000 Misc Income	(<u>499</u>)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Miscellaneous	<u>288,241</u>	<u>56,144</u>	<u>141,000</u>	<u>56,963</u>	<u>92,900</u>	<u>182,000</u>	<u> </u>
TOTAL REVENUES	5,107,529	5,672,073	6,789,000	4,336,944	6,270,420	6,730,000	<u> </u>
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

620-SED CORPORATION

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

NON DEPARTMENTAL

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City Assistance

101-537600 Development Incentive Fund	<u>4,752,997</u>	<u>224,385</u>	<u>3,139,038</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL City Assistance	4,752,997	224,385	3,139,038	0	0	0	

Fund Charges/Transfers

101-548000 Contributions	<u>500,000</u>	<u>4,050,000</u>	<u>1,240,000</u>	<u>0</u>	<u>1,240,000</u>	<u>0</u>	<u></u>
TOTAL Fund Charges/Transfers	500,000	4,050,000	1,240,000	0	1,240,000	0	

TOTAL NON DEPARTMENTAL	5,252,997	4,274,385	4,379,038	0	1,240,000	0	
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TOTAL GENERAL GOVERNMENT	5,252,997	4,274,385	4,379,038	0	1,240,000	0	
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PROPOSED BUDGET WORKSHEET

620-SED CORPORATION

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
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ECONOMIC DEVELOPMENT

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Personnel Services

Supplies

966-521100 Office Supplies	448	577	1,000	982	1,000	1,000	
TOTAL Supplies	448	577	1,000	982	1,000	1,000	

Human Services

City Support Services

966-532500 City Insurance-Commercial	1,477	1,469	1,700	1,461	1,461	1,700	
966-532800 Promotional Events	4,676	1,853	9,500	2,530	5,000	9,500	
966-532900 Contingencies	0	0	0	0	3,875	10,000	
TOTAL City Support Services	6,153	3,322	11,200	3,990	10,336	21,200	

Utility Services

966-533300 Telephone/Land Line	139	0	0	0	0	0	
966-533310 Telephone/Cell Phones	1,847	1,660	2,000	1,754	2,000	2,000	
966-533500 Vehicle Fuel	199	119	750	347	400	750	
966-533550 Vehicle Maintenance	35	57	225	0	50	225	
TOTAL Utility Services	2,220	1,836	2,975	2,101	2,450	2,975	

Operations Support

966-534000 Postage	28	75	500	65	500	500	
966-534100 Advertising	18,230	5,718	252,375	70,076	100,000	315,850	
966-534105 Goodwill	821	995	1,750	1,551	1,750	1,750	
966-534190 Recruitment Events	7,935	13,484	30,000	21,035	24,000	35,000	
966-534200 Printing & Binding	340	1,054	1,500	852	1,500	1,500	
966-534300 Equipment Maintenance-Copier	3,333	3,323	4,000	2,895	3,500	3,500	
966-534400 Computer Licenses-Software	26,903	29,903	30,025	22,329	30,025	50,675	
966-534500 Memberships-Organization	13,550	14,275	26,835	24,385	24,385	28,835	
TOTAL Operations Support	71,140	68,826	346,985	143,188	185,660	437,610	

Staff Support

966-535100 Uniforms	408	643	725	676	725	800	
966-535210 Employee Recognition-Morale	447	1,514	600	405	600	600	
966-535300 Memberships-Staff Support	665	0	2,250	0	1,000	2,525	
966-535400 Publications	238	230	800	0	800	800	
966-535500 Training/Travel	4,033	2,413	12,000	10,141	12,000	12,000	
966-535510 Meeting Expenses-EDC Board	2,208	2,278	7,850	3,190	6,000	7,850	
TOTAL Staff Support	7,999	7,077	24,225	14,412	21,125	24,575	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2022

620-SED CORPORATION

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>City Assistance</u>							
966-537615 Small Business Grant Fund	45,000	0	200,000	0	0	200,000	
966-537650 Prospect Services	<u>317</u>	<u>0</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>5,000</u>	
TOTAL City Assistance	45,317	0	202,500	0	2,500	205,000	
<u>Professional Services</u>							
966-541200 Legal Svcs	11,135	12,920	15,000	6,102	15,000	15,000	
966-541400 Auditor/Accounting Service	6,000	6,000	6,300	6,000	6,000	6,300	
966-541450 Consulting Services	<u>0</u>	<u>2,348</u>	<u>40,000</u>	<u>3,732</u>	<u>20,000</u>	<u>40,000</u>	
TOTAL Professional Services	17,135	21,267	61,300	15,834	41,000	61,300	
<u>Fund Charges/Transfers</u>							
966-548600 Interfund Charges-Admin	<u>461,636</u>	<u>504,669</u>	<u>506,984</u>	<u>506,984</u>	<u>506,984</u>	<u>542,221</u>	
TOTAL Fund Charges/Transfers	461,636	504,669	506,984	506,984	506,984	542,221	
<u>Fund Replenish</u>							
<u>Maintenance Services</u>							
<u>Debt Service</u>							
<u>Operating Equipment</u>							
966-571100 Furniture & Fixtures	288	2,145	2,500	2,180	2,180	2,500	
966-571300 Computer & Periphe < \$5000	<u>825</u>	<u>362</u>	<u>2,000</u>	<u>1,780</u>	<u>1,780</u>	<u>2,500</u>	
TOTAL Operating Equipment	1,113	2,508	4,500	3,960	3,960	5,000	
<u>Capital Outlay</u>							
TOTAL ECONOMIC DEVELOPMENT	613,162	610,082	1,161,669	691,451	775,015	1,300,881	

FUND: 106 SPECIAL EVENTS

DESCRIPTION

The Special Events Fund is designated to monitor and manage funds appropriated to host community events, sponsored or co-sponsored, by the City of Schertz. Events include: Kick Cancer/Walk for Life and the Hal Baldwin Scholarship Program.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenues</i>			
Fund Transfers	\$(1,472)	\$0	\$0
Miscellaneous	31,793	45,266	24,000
<i>Total</i>	<i>\$30,793</i>	<i>\$45,266</i>	<i>\$24,000</i>
<i>Expenses</i>			
Festival of Angels	\$0	\$0	\$0
Jubilee	0	0	0
Kick Cancer	4,284	9,849	10,000
SchertzQ/Fest	0	0	0
Sweetheart Court Program	0	0	0
Hal Baldwin Scholarship	16,632	14,707	14,000
Other Events	0	0	0
<i>Total</i>	<i>\$20,915</i>	<i>\$24,556</i>	<i>\$24,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues are set at \$24,000 each year and any additional covers event expenses.

Expenses: The Special Events Fund FY 2022-23 Budget is set at \$24,000 with no change in operations.

PROPOSED BUDGET WORKSHEET

106-SPECIAL EVENTS FUND

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2019-2020 -----)		(----- 2020-2021 -----)		(----- 2021-2022 -----)		(----- 2022-2023 -----)	
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED	
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET	
<u>REVENUE SUMMARY</u>								
Fund Transfers	205	(1,472)	0	0	0	0		
Miscellaneous	<u>34,379</u>	<u>31,793</u>	<u>24,000</u>	<u>45,268</u>	<u>45,266</u>	<u>24,000</u>	<u></u>	
TOTAL REVENUES	34,585	30,321	24,000	45,268	45,266	24,000		
<u>EXPENDITURE SUMMARY</u>								
<u>GENERAL GOVERNMENT</u>								
<u>CULTURAL</u>								
KICK CANCER	9,813	4,284	10,000	9,849	9,849	10,000		
SWEETHEART EVENT	(1,950)	0	0	0	0	0		
HAL BALDWIN SCHOLARSHIP	21,867	16,632	14,000	19,707	14,707	14,000		
OTHER EVENTS	<u>1,961</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>	
TOTAL CULTURAL	<u>31,690</u>	<u>20,915</u>	<u>24,000</u>	<u>29,556</u>	<u>24,556</u>	<u>24,000</u>	<u></u>	
TOTAL EXPENDITURES	31,690	20,915	24,000	29,556	24,556	24,000		
REVENUE OVER/ (UNDER) EXPENDITURES	<u>2,894</u>	<u>9,406</u>	<u>0</u>	<u>15,712</u>	<u>20,710</u>	<u>0</u>	<u></u>	

PROPOSED BUDGET WORKSHEET

106-SPECIAL EVENTS FUND

AS OF: JULY 31ST, 2022

REVENUES

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Fees</u>	_____	_____	_____	_____	_____	_____	_____
<u>Fund Transfers</u>							
000-486101 Transfer In-General Fund	<u>205</u>	(<u>1,472</u>)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>_____</u>
TOTAL Fund Transfers	205	(1,472)	0	0	0	0	_____
<u>Miscellaneous</u>							
000-491200 Investment Income	216	18	0	47	45	0	_____
000-492200 Kick Cancer	9,813	2,795	10,000	9,595	9,595	10,000	_____
000-493621 Hal Baldwin Scholarship	<u>24,350</u>	<u>28,980</u>	<u>14,000</u>	<u>35,626</u>	<u>35,626</u>	<u>14,000</u>	<u>_____</u>
TOTAL Miscellaneous	<u>34,379</u>	<u>31,793</u>	<u>24,000</u>	<u>45,268</u>	<u>45,266</u>	<u>24,000</u>	_____
TOTAL REVENUES	34,585	30,321	24,000	45,268	45,266	24,000	=====

PROPOSED BUDGET WORKSHEET

106-SPECIAL EVENTS FUND

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES

(----- 2021-2022 -----) (----- 2022-2023 -----)

2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

KICK CANCER

=====

City Support Services

608-532800 Kick Cancer	<u>9,813</u>	<u>4,284</u>	<u>10,000</u>	<u>9,849</u>	<u>9,849</u>	<u>10,000</u>	<u></u>
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TOTAL City Support Services	9,813	4,284	10,000	9,849	9,849	10,000	
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Operations Support

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TOTAL KICK CANCER	9,813	4,284	10,000	9,849	9,849	10,000	
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PROPOSED BUDGET WORKSHEET

106-SPECIAL EVENTS FUND

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

HAL BALDWIN SCHOLARSHIP
=====

City Support Services

621-532800 Golf Tournament	11,845	12,868	14,000	14,707	14,707	14,000	
621-532850 Hal Baldwin Scholarship	<u>10,021</u>	<u>3,763</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	
TOTAL City Support Services	21,867	16,632	14,000	19,707	14,707	14,000	

Fund Charges/Transfers

TOTAL HAL BALDWIN SCHOLARSHIP	21,867	16,632	14,000	19,707	14,707	14,000	
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PROPOSED BUDGET WORKSHEET

106-SPECIAL EVENTS FUND

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
OTHER EVENTS							
=====							
<u>City Support Services</u>							
626-532800 Other Events	<u>1,961</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL City Support Services	1,961	0	0	0	0	0	
<u>Operations Support</u>							
TOTAL OTHER EVENTS	1,961	0	0	0	0	0	
TOTAL CULTURAL	31,690	20,915	24,000	29,556	24,556	24,000	
TOTAL EXPENDITURES	31,690	20,915	24,000	29,556	24,556	24,000	
	=====	=====	=====	=====	=====	=====	=====

FUND: 110 Public, Educational, and Government (PEG) Access Fund

DESCRIPTION

The PEG Fund is dedicated to provide communication infrastructure in the City. This will allow the City to better reach the citizens with necessary information. This fund is commonly used for public access television and institutional network capacity. Currently the level of funding from the collected fees is not great enough to warrant a public access channel but could be used so in the future.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenues</i>	<i>\$78,746</i>	<i>\$90,000</i>	<i>\$90,000</i>
<i>Expenses</i>			
Operating Equipment	0	350,000	0
Capital Outlay	0	517,521	0
Projects	0	0	60,000
<i>Total</i>	<i>\$0</i>	<i>\$867,521</i>	<i>\$60,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2022-23 Budget are not expected to change from the FY 2021-22 year-end estimates

Expenses: The PEG Fund FY 2022-23 Budget decreased to \$60,000 from the FY 2021-22 year-end estimates with the continued implementation of the communication master plan.

PROPOSED BUDGET WORKSHEET

110-PUBLIC, EDU, GOVMNT FEE

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Franchises	82,000	78,746	110,000	59,813	90,000	90,000	
Fund Transfers	<u>0</u>	<u>0</u>	<u>757,521</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL REVENUES	82,000	78,746	867,521	59,813	90,000	90,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>867,521</u>	<u>0</u>	<u></u>
TOTAL GENERAL GOVERNMENT	0	0	0	0	867,521	0	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>867,521</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u></u>
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>867,521</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u></u>
TOTAL EXPENDITURES	0	0	867,521	0	867,521	60,000	
REVENUE OVER/(UNDER) EXPENDITURES	<u>82,000</u>	<u>78,746</u>	<u>0</u>	<u>59,813</u>	<u>(777,521)</u>	<u>30,000</u>	<u></u>

PROPOSED BUDGET WORKSHEET

110-PUBLIC, EDU, GOVMNT FEE

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2019-2020 -----)		(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Franchises</u>							
000-421350 Spectrum-PEG Fee	63,408	46,224	60,000	46,627	60,000	60,000	<hr/>
000-421465 Direct TV PEG Fee	<u>18,592</u>	<u>32,522</u>	<u>50,000</u>	<u>13,186</u>	<u>30,000</u>	<u>30,000</u>	<hr/> <hr/>
TOTAL Franchises	82,000	78,746	110,000	59,813	90,000	90,000	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	<u>0</u>	<u>0</u>	<u>757,521</u>	<u>0</u>	<u>0</u>	<u>0</u>	<hr/> <hr/>
TOTAL Fund Transfers	0	0	757,521	0	0	0	
<u>Miscellaneous</u>							
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
TOTAL REVENUES	82,000	78,746	867,521	59,813	90,000	90,000	
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

PROPOSED BUDGET WORKSHEET

110-PUBLIC, EDU, GOVMNT FEE

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
NON DEPARTMENTAL							
=====							
<u>Utility Services</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>Professional Services</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>Rental/Leasing</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>Operating Equipment</u>							
101-571400 Communications Equipmnt -Mino	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>350,000</u>	<u>0</u>	<u></u>
TOTAL Operating Equipment	0	0	0	0	350,000	0	
<u>Capital Outlay</u>							
101-581400 Communications Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>517,521</u>	<u>0</u>	<u></u>
TOTAL Capital Outlay	0	0	0	0	517,521	0	
<hr/>							
TOTAL NON DEPARTMENTAL	0	0	0	0	867,521	0	
<hr/>							
TOTAL GENERAL GOVERNMENT	0	0	0	0	867,521	0	

PROPOSED BUDGET WORKSHEET

110-PUBLIC, EDU, GOVMNT FEE

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
PROJECTS							
=====							
<u>Supplies</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>							
900-541110 COMMUNICATION PLAN	_____0	_____0	_____0	_____0	_____0	_____60,000	=====
TOTAL Professional Services	0	0	0	0	0	60,000	
<u>Operating Equipment</u>							
900-571400 Communications Equipmnt-Minor	_____0	_____0	_____350,000	_____0	_____0	_____0	=====
TOTAL Operating Equipment	0	0	350,000	0	0	0	
<u>Capital Outlay</u>							
900-581400 Communication Equipment	_____0	_____0	_____517,521	_____0	_____0	_____0	=====
TOTAL Capital Outlay	0	0	517,521	0	0	0	
TOTAL PROJECTS	0	0	867,521	0	0	60,000	
TOTAL MISC & PROJECTS	0	0	867,521	0	0	60,000	
TOTAL EXPENDITURES	0	0	867,521	0	867,521	60,000	
=====	=====	=====	=====	=====	=====	=====	=====

FUND: 314 HOTEL/MOTEL OCCUPANCY TAX

DESCRIPTION

Revenues for the Hotel/Motel Fund are derived from a 7% tax on rooms rented in the City. There are five hotels in Schertz; the Best Western Plus with 61 rooms, Hampton Inn with 98 rooms, La Quinta with 81 rooms and Fairfield Inn with 118 rooms and Candlewood Suites with 80 rooms. These revenues are used to support Schertz as a destination location. Advertising campaigns to increase awareness of all Schertz has to offer reach citizens all across the State and beyond.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Taxes	\$518,925	\$640,000	\$640,000
Miscellaneous	2,095	5,150	8,500
<i>Total</i>	<i>\$521,016</i>	<i>\$645,150</i>	<i>\$648,500</i>
<i>Expenses</i>			
City Support Services	\$67,977	\$112,466	\$118,000
Operations Support	17,459	24,000	31,000
Professional Services	6,565	3,750	4,000
Fund Charges/Transfers	72,464	74,443	69,915
Building Maintenance	164,304	54,677	50,000
Operating Equipment	0	44,888	0
Capital Outlay	0	28,200	0
<i>Total</i>	<i>\$335,764</i>	<i>\$342,424</i>	<i>\$272,915</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenue for FY 2022-23 Budget is expected to increase 0.5% from the FY 2021-22 year end estimates.

Expenses: The Hotel Motel Tax Fund FY 2022-23 Budget decrease 20.3% from FY 2021-22 year end estimates due to one time purchases in FY 21-22 for banquet chairs and an event management software for the civic center.

PROPOSED BUDGET WORKSHEET

314-HOTEL TAX

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	268,946	518,921	520,000	598,118	640,000	640,000	
Fund Transfers	0	0	1,150,000	0	0	0	
Miscellaneous	<u>26,223</u>	<u>2,095</u>	<u>5,250</u>	<u>5,783</u>	<u>5,150</u>	<u>8,500</u>	
TOTAL REVENUES	295,169	521,016	1,675,250	603,901	645,150	648,500	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>393,571</u>	<u>335,764</u>	<u>336,297</u>	<u>267,663</u>	<u>342,424</u>	<u>272,915</u>	
TOTAL GENERAL GOVERNMENT	393,571	335,764	336,297	267,663	342,424	272,915	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>1,243,500</u>	<u>1,043,686</u>	<u>1,152,500</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>1,243,500</u>	<u>1,043,686</u>	<u>1,152,500</u>	<u>0</u>	
TOTAL EXPENDITURES	393,571	335,764	1,579,797	1,311,349	1,494,924	272,915	
REVENUE OVER/(UNDER) EXPENDITURES	(98,402)	185,251	95,453	(707,448)	(849,774)	375,585	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2022

314-HOTEL TAX

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Taxes</u>							
000-411800 Hotel Occupancy Tax	<u>268,946</u>	<u>518,921</u>	<u>520,000</u>	<u>598,118</u>	<u>640,000</u>	<u>640,000</u>	<u> </u>
TOTAL Taxes	268,946	518,921	520,000	598,118	640,000	640,000	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	<u>0</u>	<u>0</u>	<u>1,150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Fund Transfers	0	0	1,150,000	0	0	0	
<u>Miscellaneous</u>							
000-491000 Interest Earned	502	80	250	152	150	500	<u> </u>
000-491200 Investment Income	<u>25,722</u>	<u>2,015</u>	<u>5,000</u>	<u>5,631</u>	<u>5,000</u>	<u>8,000</u>	<u> </u>
TOTAL Miscellaneous	<u>26,223</u>	<u>2,095</u>	<u>5,250</u>	<u>5,783</u>	<u>5,150</u>	<u>8,500</u>	<u> </u>
TOTAL REVENUES	295,169	521,016	1,675,250	603,901	645,150	648,500	<u> </u>
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2022

314-HOTEL TAX

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
=====							
<u>Supplies</u>							
101-521000 Operating Expense	<u>0</u>	<u>6,995</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Supplies	0	6,995	0	0	0	0	
<u>City Support Services</u>							
101-532800 Special Events	62,465	67,977	62,466	58,976	62,466	68,000	<u></u>
101-532820 Community Programs	<u>17,993</u>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u></u>
TOTAL City Support Services	80,458	67,977	112,466	58,976	112,466	118,000	
<u>Operations Support</u>							
101-534100 Advertising	0	0	14,000	3,895	8,000	15,000	<u></u>
101-534120 Advertising-Billboards	<u>11,996</u>	<u>17,459</u>	<u>17,000</u>	<u>13,780</u>	<u>16,000</u>	<u>16,000</u>	<u></u>
TOTAL Operations Support	11,996	17,459	31,000	17,675	24,000	31,000	
<u>Professional Services</u>							
101-541300 Other Professional Services	500	3,565	500	712	750	500	<u></u>
101-541400 Auditor/Accounting Service	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,500</u>	<u></u>
TOTAL Professional Services	3,500	6,565	3,500	3,712	3,750	4,000	
<u>Fund Charges/Transfers</u>							
101-548100 Interfund Transfer Out	<u>74,428</u>	<u>72,464</u>	<u>74,443</u>	<u>62,036</u>	<u>74,443</u>	<u>69,915</u>	<u></u>
TOTAL Fund Charges/Transfers	74,428	72,464	74,443	62,036	74,443	69,915	
<u>Maintenance Services</u>							
101-551100 Building Maintenance	<u>0</u>	<u>164,304</u>	<u>50,000</u>	<u>54,677</u>	<u>54,677</u>	<u>50,000</u>	<u></u>
TOTAL Maintenance Services	0	164,304	50,000	54,677	54,677	50,000	
<u>Operating Equipment</u>							
101-571500 Operating Equipment	<u>0</u>	<u>0</u>	<u>44,888</u>	<u>42,388</u>	<u>44,888</u>	<u>0</u>	<u></u>
TOTAL Operating Equipment	0	0	44,888	42,388	44,888	0	
<u>Capital Outlay</u>							
101-581750 Civic Center Improvements	<u>223,189</u>	<u>0</u>	<u>20,000</u>	<u>28,200</u>	<u>28,200</u>	<u>0</u>	<u></u>
TOTAL Capital Outlay	223,189	0	20,000	28,200	28,200	0	
<hr/>							
TOTAL NON DEPARTMENTAL	393,571	335,764	336,297	267,663	342,424	272,915	
<hr/>							
TOTAL GENERAL GOVERNMENT	393,571	335,764	336,297	267,663	342,424	272,915	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2022

314-HOTEL TAX

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS							
=====							
<u>Professional Services</u>							
900-541100 Engineering	<u>0</u>	<u>0</u>	<u>93,500</u>	<u>52,183</u>	<u>52,500</u>	<u>0</u>	<u></u>
TOTAL Professional Services	0	0	93,500	52,183	52,500	0	
<u>Maintenance Services</u>							
900-551900 Construction	<u>0</u>	<u>0</u>	<u>1,150,000</u>	<u>991,503</u>	<u>1,100,000</u>	<u>0</u>	<u></u>
TOTAL Maintenance Services	0	0	1,150,000	991,503	1,100,000	0	
TOTAL PROJECTS	0	0	1,243,500	1,043,686	1,152,500	0	
TOTAL MISC & PROJECTS	0	0	1,243,500	1,043,686	1,152,500	0	
TOTAL EXPENDITURES	393,571 =====	335,764 =====	1,579,797 =====	1,311,349 =====	1,494,924 =====	272,915 =====	=====

FUND: 317 PARK FUND

DESCRIPTION

The Park Fund is a special fund designated to monitor and manage funds for the management of the City of Schertz Urban Forest and capital improvements of the City of Schertz Park System. The Fund is composed of parkland dedication revenues. Revenues are derived from developer fees (in lieu of parkland dedication), local citizen groups, state, local nonprofit neighborhood associations, home owners associations (HOA's), regional non-profit grants, and donations.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$0	\$318,000	\$318,000
Fund Transfers	0	0	0
Miscellaneous	294	1,025	1,025
<i>Total</i>	<i>\$294</i>	<i>\$319,025</i>	<i>\$319,025</i>
<i>Expenses</i>			
Professional Services	\$4,500	\$25,000	\$25,000
Operating Equipment	0	0	0
Capital Outlay	0	100,000	100,000
<i>Total</i>	<i>\$4,500</i>	<i>\$125,000</i>	<i>\$125,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2022-23 Budget is expected to be equal to the FY 2021-22 year end estimates.

Expenses: The FY 2022-23 Budget is not expected to change from FY 2021-22 year end estimate.

PROPOSED BUDGET WORKSHEET

317-PARK FUND

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2019-2020 -----)		(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	4,000	0	318,000	0	318,000	318,000	
Miscellaneous	<u>3,326</u>	<u>294</u>	<u>1,025</u>	<u>743</u>	<u>1,025</u>	<u>1,025</u>	
TOTAL REVENUES	7,326	294	319,025	743	319,025	319,025	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
<u>PUBLIC ENVIRONMENT</u>							
PARKLAND DEDICATION	<u>5,760</u>	<u>5,512</u>	<u>125,000</u>	<u>25,140</u>	<u>125,000</u>	<u>125,000</u>	
TOTAL PUBLIC ENVIRONMENT	<u>5,760</u>	<u>5,512</u>	<u>125,000</u>	<u>25,140</u>	<u>125,000</u>	<u>125,000</u>	
TOTAL EXPENDITURES	5,760	5,512	125,000	25,140	125,000	125,000	
REVENUE OVER/(UNDER) EXPENDITURES	1,566	(5,218)	194,025	(24,397)	194,025	194,025	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

317-PARK FUND

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-458800 Parkland Dedication	<u>4,000</u>	<u>0</u>	<u>318,000</u>	<u>0</u>	<u>318,000</u>	<u>318,000</u>	<u></u>
TOTAL Fees	4,000	0	318,000	0	318,000	318,000	
<u>Fund Transfers</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	375	10	25	1	25	25	
000-491200 Investment Income	2,950	284	1,000	742	1,000	1,000	
000-493700 Donations	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>3,326</u>	<u>294</u>	<u>1,025</u>	<u>743</u>	<u>1,025</u>	<u>1,025</u>	<u></u>
TOTAL REVENUES	7,326	294	319,025	743	319,025	319,025	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

317-PARK FUND

AS OF: JULY 31ST, 2022

PUBLIC ENVIRONMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
PARKLAND DEDICATION							
=====							
<u>Supplies</u>	_____	_____	_____	_____	_____	_____	_____
<u>Utility Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>							
301-541300 Other Cons/ prof Services	<u>5,760</u>	<u>4,500</u>	<u>25,000</u>	<u>7,490</u>	<u>25,000</u>	<u>25,000</u>	=====
TOTAL Professional Services	5,760	4,500	25,000	7,490	25,000	25,000	
<u>Fund Charges/Transfers</u>	_____	_____	_____	_____	_____	_____	_____
<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operating Equipment</u>	_____	_____	_____	_____	_____	_____	_____
<u>Capital Outlay</u>							
301-581010 Land Purchase	0	1,012	0	0	0	0	_____
301-581700 Improvements Over \$5,000	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>17,650</u>	<u>100,000</u>	<u>100,000</u>	=====
TOTAL Capital Outlay	0	1,012	100,000	17,650	100,000	100,000	
TOTAL PARKLAND DEDICATION	5,760	5,512	125,000	25,140	125,000	125,000	
TOTAL PUBLIC ENVIRONMENT	5,760	5,512	125,000	25,140	125,000	125,000	
TOTAL EXPENDITURES	<u>5,760</u>	<u>5,512</u>	<u>125,000</u>	<u>25,140</u>	<u>125,000</u>	<u>125,000</u>	=====

FUND: 319 TREE MITIGATION

DESCRIPTION

Tree mitigation fund is a special fund that is derived from revenue from permits for tree removal issued in connection with a building permit, subdivision plan, and site plan. These funds are used to replace trees on City Parks, City owned property, Public lands, and SCUCISD school property.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$219,513	\$70,000	\$70,000
Miscellaneous	650	2,540	1,400
<i>Total</i>	<i>\$220,163</i>	<i>\$72,540</i>	<i>\$71,400</i>
<i>Expenses</i>			
Maintenance Services	\$35,495	\$70,000	\$70,000
<i>Total</i>	<i>\$35,495</i>	<i>\$70,000</i>	<i>\$70,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2022-23 Budget is expected to increase by 1.5% from 2021-22 year-end estimate with no changes to the operation.

Expenses: The FY 2022-23 Budget will not change from the FY 2021-22 year-end estimate.

PROPOSED BUDGET WORKSHEET

319-TREE MITIGATION

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)		(----- 2022-2023 -----)				
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	52,427	219,513	70,000	63,950	70,000	70,000	
Miscellaneous	<u>6,069</u>	<u>650</u>	<u>1,400</u>	<u>1,724</u>	<u>2,540</u>	<u>1,400</u>	
TOTAL REVENUES	58,496	220,163	71,400	65,674	72,540	71,400	
<u>EXPENDITURE SUMMARY</u>							
<u>PUBLIC ENVIRONMENT</u>							
TREE MITIGATION	<u>28,675</u>	<u>35,495</u>	<u>70,000</u>	<u>64,160</u>	<u>70,000</u>	<u>70,000</u>	
TOTAL PUBLIC ENVIRONMENT	<u>28,675</u>	<u>35,495</u>	<u>70,000</u>	<u>64,160</u>	<u>70,000</u>	<u>70,000</u>	
TOTAL EXPENDITURES	28,675	35,495	70,000	64,160	70,000	70,000	
REVENUE OVER/(UNDER) EXPENDITURES	29,821	184,668	1,400	1,514	2,540	1,400	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

319-TREE MITIGATION

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-458900 Tree Mitigation	<u>52,427</u>	<u>219,513</u>	<u>70,000</u>	<u>63,950</u>	<u>70,000</u>	<u>70,000</u>	<u></u>
TOTAL Fees	52,427	219,513	70,000	63,950	70,000	70,000	
<u>Fund Transfers</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	446	21	200	35	40	200	
000-491200 Investment Income	5,123	630	1,200	1,689	2,500	1,200	
000-497000 Misc Income	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>6,069</u>	<u>650</u>	<u>1,400</u>	<u>1,724</u>	<u>2,540</u>	<u>1,400</u>	<u></u>
TOTAL REVENUES	58,496	220,163	71,400	65,674	72,540	71,400	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

319-TREE MITIGATION

AS OF: JULY 31ST, 2022

PUBLIC ENVIRONMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
TREE MITIGATION							
=====							
<u>Supplies</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Fund Charges/Transfers</u>	_____	_____	_____	_____	_____	_____	_____
<u>Maintenance Services</u>							
302-551110 Trees	<u>28,675</u>	<u>35,495</u>	<u>70,000</u>	<u>64,160</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
TOTAL Maintenance Services	28,675	35,495	70,000	64,160	70,000	70,000	
<u>Operating Equipment</u>	_____	_____	_____	_____	_____	_____	_____
<u>Capital Outlay</u>	_____	_____	_____	_____	_____	_____	_____
TOTAL TREE MITIGATION	28,675	35,495	70,000	64,160	70,000	70,000	
TOTAL PUBLIC ENVIRONMENT	28,675	35,495	70,000	64,160	70,000	70,000	
TOTAL EXPENDITURES	28,675	35,495	70,000	64,160	70,000	70,000	
	=====	=====	=====	=====	=====	=====	=====

FUND: 431 ROADWAY IMPACT FEE AREA 1

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$211,937	\$220,000	\$250,000
Miscellaneous	592	1,550	5,200
<i>Total</i>	<i>\$212,529</i>	<i>\$221,550</i>	<i>\$255,200</i>
<i>Expenses</i>			
Non Departmental	\$1,979	\$2,000	\$5,000
Projects	0	88,173	0
<i>Total</i>	<i>\$1,979</i>	<i>\$90,173</i>	<i>\$5,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

431-CAP RCVRY-RDWYS AREA 1

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)		(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	305,384	211,937	200,000	175,419	220,000	250,000	
Miscellaneous	<u>730</u>	<u>592</u>	<u>900</u>	<u>1,738</u>	<u>1,550</u>	<u>5,200</u>	
TOTAL REVENUES	306,114	212,529	200,900	177,157	221,550	255,200	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>0</u>	<u>1,979</u>	<u>5,000</u>	<u>1,359</u>	<u>2,000</u>	<u>5,000</u>	
TOTAL GENERAL GOVERNMENT	0	1,979	5,000	1,359	2,000	5,000	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	
TOTAL EXPENDITURES	0	1,979	93,173	1,359	90,173	5,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>306,114</u>	<u>210,550</u>	<u>107,727</u>	<u>175,799</u>	<u>131,377</u>	<u>250,200</u>	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

431-CAP RCVRY-RDWYS AREA 1

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Fees</u>							
000-455921 CapitalRcvry-RoadwaysSrvArea	<u>305,384</u>	<u>211,937</u>	<u>200,000</u>	<u>175,419</u>	<u>220,000</u>	<u>250,000</u>	<u></u>
TOTAL Fees	305,384	211,937	200,000	175,419	220,000	250,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	730	195	300	26	50	200	<u></u>
000-491200 Investment Income	<u>0</u>	<u>397</u>	<u>600</u>	<u>1,712</u>	<u>1,500</u>	<u>5,000</u>	<u></u>
TOTAL Miscellaneous	<u>730</u>	<u>592</u>	<u>900</u>	<u>1,738</u>	<u>1,550</u>	<u>5,200</u>	<u></u>
TOTAL REVENUES	306,114	212,529	200,900	177,157	221,550	255,200	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

431-CAP RCVRY-RDWYS AREA 1

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

NON DEPARTMENTAL

=====

Professional Services

101-541300 Professional Services	<u>0</u>	<u>1,979</u>	<u>5,000</u>	<u>1,359</u>	<u>2,000</u>	<u>5,000</u>	<u></u>
TOTAL Professional Services	0	1,979	5,000	1,359	2,000	5,000	

Fund Charges/Transfers

	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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TOTAL NON DEPARTMENTAL	0	1,979	5,000	1,359	2,000	5,000	
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TOTAL GENERAL GOVERNMENT	0	1,979	5,000	1,359	2,000	5,000	
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PROPOSED BUDGET WORKSHEET

431-CAP RCVRY-RDWYS AREA 1

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
PROJECTS							
=====							
<u>City Support Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Operations Support</u>	_____	_____	_____	_____	_____	_____	_____
<u>Professional Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Maintenance Services</u>							
900-551900 Construction - Service Area 1	<u>0</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	<u>88,173</u>	<u>0</u>	<u>_____</u>
TOTAL Maintenance Services	0	0	88,173	0	88,173	0	
<u>Capital Outlay</u>	_____	_____	_____	_____	_____	_____	_____
TOTAL PROJECTS	0	0	88,173	0	88,173	0	
TOTAL MISC & PROJECTS	0	0	88,173	0	88,173	0	
TOTAL EXPENDITURES	0	1,979	93,173	1,359	90,173	5,000	
	=====	=====	=====	=====	=====	=====	=====

FUND: 432 ROADWAY IMPACT FEE AREA 2

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$163,823	\$350,000	\$200,000
Miscellaneous	249	850	1,600
<i>Total</i>	<i>\$164,071</i>	<i>\$350,850</i>	<i>\$201,600</i>
<i>Expenses</i>			
Non Departmental	\$39,148	\$53,147	\$55,000
<i>Total</i>	<i>\$39,148</i>	<i>\$53,147</i>	<i>\$55,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$55,000 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

432-CAP RCVRY-RDWYS AREA 2

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)	(----- 2022-2023 -----)			
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	130,495	163,823	120,000	293,993	350,000	200,000	
Miscellaneous	<u>377</u>	<u>249</u>	<u>400</u>	<u>1,096</u>	<u>850</u>	<u>1,600</u>	
TOTAL REVENUES	130,871	164,071	120,400	295,089	350,850	201,600	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>0</u>	<u>39,148</u>	<u>29,000</u>	<u>52,484</u>	<u>53,147</u>	<u>55,000</u>	
TOTAL GENERAL GOVERNMENT	0	39,148	29,000	52,484	53,147	55,000	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	0	39,148	29,000	52,484	53,147	55,000	
REVENUE OVER/(UNDER) EXPENDITURES	130,871	124,923	91,400	242,605	297,703	146,600	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

432-CAP RCVRY-RDWYS AREA 2

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-455922 CapitalRcvry-RoadwaysSrvArea	<u>130,495</u>	<u>163,823</u>	<u>120,000</u>	<u>293,993</u>	<u>350,000</u>	<u>200,000</u>	<u> </u>
TOTAL Fees	130,495	163,823	120,000	293,993	350,000	200,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	377	89	200	30	50	100	<u> </u>
000-491200 Investment Income	<u>0</u>	<u>159</u>	<u>200</u>	<u>1,066</u>	<u>800</u>	<u>1,500</u>	<u> </u>
TOTAL Miscellaneous	<u>377</u>	<u>249</u>	<u>400</u>	<u>1,096</u>	<u>850</u>	<u>1,600</u>	<u> </u>
TOTAL REVENUES	130,871	164,071	120,400	295,089	350,850	201,600	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

432-CAP RCVRY-RDWYS AREA 2

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

NON DEPARTMENTAL

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City Assistance

101-537600 Development Incentive Fund	<u>0</u>	<u>39,148</u>	<u>24,000</u>	<u>49,147</u>	<u>49,147</u>	<u>50,000</u>	<u></u>
TOTAL City Assistance	0	39,148	24,000	49,147	49,147	50,000	

Professional Services

101-541300 Professional Services	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>3,338</u>	<u>4,000</u>	<u>5,000</u>	<u></u>
TOTAL Professional Services	0	0	5,000	3,338	4,000	5,000	

Fund Charges/Transfers

	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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TOTAL NON DEPARTMENTAL	0	39,148	29,000	52,484	53,147	55,000	
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TOTAL GENERAL GOVERNMENT	0	39,148	29,000	52,484	53,147	55,000	
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PROPOSED BUDGET WORKSHEET

432-CAP RCVRY-RDWYS AREA 2

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

PROJECTS

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City Support Services

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Operations Support

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Professional Services

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Maintenance Services

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Capital Outlay

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TOTAL EXPENDITURES

0	39,148	29,000	52,484	53,147	55,000		
=====	=====	=====	=====	=====	=====	=====	=====

FUND: 433 ROADWAY IMPACT FEE AREA 3

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$523,919	\$240,000	\$375,000
Miscellaneous	977	3,535	5,050
<i>Total</i>	<i>\$524,896</i>	<i>\$243,535</i>	<i>\$380,050</i>
<i>Expenses</i>			
Non Departmental	\$0	\$4,000	\$5,000
<i>Total</i>	<i>\$0</i>	<i>\$4,000</i>	<i>\$5,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

433-CAP RCVRY-RDWYS AREA 3

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)		(----- 2022-2023 -----)				
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	411,629	523,919	400,000	187,583	240,000	375,000	
Miscellaneous	<u>837</u>	<u>977</u>	<u>1,500</u>	<u>3,032</u>	<u>3,535</u>	<u>5,050</u>	
TOTAL REVENUES	412,466	524,896	401,500	190,615	243,535	380,050	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>3,338</u>	<u>4,000</u>	<u>5,000</u>	
TOTAL GENERAL GOVERNMENT	0	0	5,000	3,338	4,000	5,000	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	0	0	5,000	3,338	4,000	5,000	
REVENUE OVER/(UNDER) EXPENDITURES	412,466	524,896	396,500	187,277	239,535	375,050	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

433-CAP RCVRY-RDWYS AREA 3

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Fees</u>							
000-455923 CapitalRcvry-RoadwaysSrvArea	<u>411,629</u>	<u>523,919</u>	<u>400,000</u>	<u>187,583</u>	<u>240,000</u>	<u>375,000</u>	<u></u>
TOTAL Fees	411,629	523,919	400,000	187,583	240,000	375,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	837	442	900	14	35	50	<u></u>
000-491200 Investment Income	<u>0</u>	<u>535</u>	<u>600</u>	<u>3,018</u>	<u>3,500</u>	<u>5,000</u>	<u></u>
TOTAL Miscellaneous	<u>837</u>	<u>977</u>	<u>1,500</u>	<u>3,032</u>	<u>3,535</u>	<u>5,050</u>	<u></u>
TOTAL REVENUES	412,466	524,896	401,500	190,615	243,535	380,050	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

433-CAP RCVRY-RDWYS AREA 3

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

NON DEPARTMENTAL

=====

Professional Services

101-541300 Professional Services	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>3,338</u>	<u>4,000</u>	<u>5,000</u>	<u></u>
TOTAL Professional Services	0	0	5,000	3,338	4,000	5,000	

Fund Charges/Transfers

	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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TOTAL NON DEPARTMENTAL	0	0	5,000	3,338	4,000	5,000	
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TOTAL GENERAL GOVERNMENT	0	0	5,000	3,338	4,000	5,000	
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PROPOSED BUDGET WORKSHEET

433-CAP RCVRY-RDWYS AREA 3

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES (----- 2021-2022 -----) (----- 2022-2023 -----)

	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

PROJECTS

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City Support Services

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Operations Support

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Professional Services

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Maintenance Services

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Capital Outlay

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TOTAL EXPENDITURES

0	0	5,000	3,338	4,000	5,000		
=====	=====	=====	=====	=====	=====	=====	=====

FUND: 434 ROADWAY IMPACT FEE AREA 4

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$3,033	\$2,000	\$3,000
Miscellaneous	9	25	40
<i>Total</i>	<i>\$3,042</i>	<i>\$2,025</i>	<i>\$3,040</i>
<i>Expenses</i>			
Non Departmental	\$0	\$3,338	\$3,000
<i>Total</i>	<i>\$0</i>	<i>\$3,338</i>	<i>\$3,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2022-23 Budget will be set at \$3,000 for any professional services or studies that need to be completed.

PROPOSED BUDGET WORKSHEET

434-CAP RCVRY-RDWYS AREA 4

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

			(----- 2021-2022 -----)			(----- 2022-2023 -----)	
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	2,696	3,033	5,000	0	2,000	3,000	
Miscellaneous	<u>29</u>	<u>9</u>	<u>65</u>	<u>23</u>	<u>25</u>	<u>40</u>	<u></u>
TOTAL REVENUES	2,725	3,042	5,065	23	2,025	3,040	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>3,338</u>	<u>3,338</u>	<u>3,000</u>	<u></u>
TOTAL GENERAL GOVERNMENT	0	0	5,000	3,338	3,338	3,000	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	0	0	5,000	3,338	3,338	3,000	
REVENUE OVER/(UNDER) EXPENDITURES	<u>2,725</u>	<u>3,042</u>	<u>65</u>	<u>(3,314)</u>	<u>(1,313)</u>	<u>40</u>	<u></u>
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

434-CAP RCVRY-RDWYS AREA 4

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)		(----- 2022-2023 -----)				
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-455924 CapitalRcvry-RoadwaysSrvArea	<u>2,696</u>	<u>3,033</u>	<u>5,000</u>	<u>0</u>	<u>2,000</u>	<u>3,000</u>	<u></u>
TOTAL Fees	2,696	3,033	5,000	0	2,000	3,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	29	3	15	1	5	10	
000-491200 Investment Income	<u>0</u>	<u>6</u>	<u>50</u>	<u>22</u>	<u>20</u>	<u>30</u>	<u></u>
TOTAL Miscellaneous	<u>29</u>	<u>9</u>	<u>65</u>	<u>23</u>	<u>25</u>	<u>40</u>	<u></u>
TOTAL REVENUES	2,725	3,042	5,065	23	2,025	3,040	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

434-CAP RCVRY-RDWYS AREA 4

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

NON DEPARTMENTAL

=====

Professional Services

101-541300 Professional Services	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>3,338</u>	<u>3,338</u>	<u>3,000</u>	<u></u>
TOTAL Professional Services	0	0	5,000	3,338	3,338	3,000	

Fund Charges/Transfers

	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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TOTAL NON DEPARTMENTAL	0	0	5,000	3,338	3,338	3,000	
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TOTAL GENERAL GOVERNMENT	0	0	5,000	3,338	3,338	3,000	
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PROPOSED BUDGET WORKSHEET

434-CAP RCVRY-RDWYS AREA 4

AS OF: JULY 31ST, 2022

MISC & PROJECTS

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET

PROJECTS

=====

City Support Services

Operations Support

Professional Services

Maintenance Services

Capital Outlay

TOTAL EXPENDITURES

0	0	5,000	3,338	3,338	3,000
=====	=====	=====	=====	=====	=====

FUND: 609 LIBRARY FUND

DESCRIPTION

The purpose of the Library Advisory Board is to provide citizen input to the City of Schertz on Library policy and operation and to raise community awareness of the library and its services. The Library Advisory Board oversees various fund-raising activities including the operation of the Read Before Bookstore and book consignment sales with all proceeds providing supplementary funding for library materials, programs, projects and building enhancements.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$9,104	\$16,000	\$17,000
Fund Transfers	0	7,200	5,165
Miscellaneous	124	73	35
<i>Total</i>	<i>\$9,228</i>	<i>\$23,273</i>	<i>\$22,200</i>
<i>Expenses</i>			
Supplies	\$210	\$100	\$200
City Support Services	10,947	12,000	12,000
Operating Equipment	8,551	10,000	10,000
<i>Total</i>	<i>\$19,708</i>	<i>\$22,100</i>	<i>\$22,200</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2022-23 is expected to decrease 4.6% from the FY 2021-22 estimate due to the lower budgeted amount for fund transfers to balance the overall budget.

Expenses: The Library Fund's FY 2022-23 Budget will increase 0.5% from the FY 2021-22 year end estimate for the increase in operating supply purchases.

PROPOSED BUDGET WORKSHEET

609-LIBRARY BOARD

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	9,204	9,104	16,000	13,527	16,000	17,000	
Fund Transfers	0	0	7,200	0	7,200	5,165	
Miscellaneous	<u>854</u>	<u>124</u>	<u>200</u>	<u>689</u>	<u>73</u>	<u>35</u>	
TOTAL REVENUES	10,058	9,228	23,400	14,216	23,273	22,200	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>10,456</u>	<u>19,708</u>	<u>23,400</u>	<u>12,719</u>	<u>22,100</u>	<u>22,200</u>	
TOTAL GENERAL GOVERNMENT	<u>10,456</u>	<u>19,708</u>	<u>23,400</u>	<u>12,719</u>	<u>22,100</u>	<u>22,200</u>	
TOTAL EXPENDITURES	10,456	19,708	23,400	12,719	22,100	22,200	
REVENUE OVER/(UNDER) EXPENDITURES	(399)	(10,480)	0	1,496	1,173	0	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

609-LIBRARY BOARD

AS OF: JULY 31ST, 2022

REVENUES

	(----- 2021-2022 -----)				(----- 2022-2023 -----)		
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-458100 Sale of Merchandise	<u>9,204</u>	<u>9,104</u>	<u>16,000</u>	<u>13,527</u>	<u>16,000</u>	<u>17,000</u>	<u></u>
TOTAL Fees	9,204	9,104	16,000	13,527	16,000	17,000	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	<u>0</u>	<u>0</u>	<u>7,200</u>	<u>0</u>	<u>7,200</u>	<u>5,165</u>	<u></u>
TOTAL Fund Transfers	0	0	7,200	0	7,200	5,165	
<u>Miscellaneous</u>							
000-491000 Interest Earned	272	63	100	59	50	25	
000-491200 Investment Income	578	48	100	125	20	10	
000-493000 Donations	0	0	0	500	0	0	
000-497000 Misc. Income - Library	<u>4</u>	<u>13</u>	<u>0</u>	<u>5</u>	<u>3</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>854</u>	<u>124</u>	<u>200</u>	<u>689</u>	<u>73</u>	<u>35</u>	<u></u>
TOTAL REVENUES	10,058	9,228	23,400	14,216	23,273	22,200	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

609-LIBRARY BOARD

AS OF: JULY 31ST, 2022

GENERAL GOVERNMENT

EXPENDITURES	(----- 2021-2022 -----) (----- 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
NON DEPARTMENTAL							
=====							
<u>Supplies</u>							
101-521000 Operating Supplies	<u>63</u>	<u>210</u>	<u>200</u>	<u>112</u>	<u>100</u>	<u>200</u>	<u></u>
TOTAL Supplies	63	210	200	112	100	200	
<u>City Support Services</u>							
101-532800 Special Events	<u>6,393</u>	<u>10,947</u>	<u>12,000</u>	<u>7,717</u>	<u>12,000</u>	<u>12,000</u>	<u></u>
TOTAL City Support Services	6,393	10,947	12,000	7,717	12,000	12,000	
<u>City Assistance</u>							
<u>Fund Charges/Transfers</u>							
<u>Operating Equipment</u>							
101-571000 Furniture & Fixtures	0	0	1,200	0	0	0	
101-571400 Library Materials	<u>4,000</u>	<u>8,551</u>	<u>10,000</u>	<u>4,890</u>	<u>10,000</u>	<u>10,000</u>	<u></u>
TOTAL Operating Equipment	4,000	8,551	11,200	4,890	10,000	10,000	
<u>Capital Outlay</u>							
TOTAL NON DEPARTMENTAL	10,456	19,708	23,400	12,719	22,100	22,200	
TOTAL GENERAL GOVERNMENT	10,456	19,708	23,400	12,719	22,100	22,200	
TOTAL EXPENDITURES	10,456	19,708	23,400	12,719	22,100	22,200	
	=====	=====	=====	=====	=====	=====	=====

FUND: 615 HISTORICAL COMMITTEE

MISSION STATEMENT

To gather, preserve, and make available to the public historical information regarding people, places, and events that have contributed to the development of the City of Schertz.

DESCRIPTION

This function is funded from the Special Events Fund by a transfer. The Historical Committee reviews locations for possible historic value and distributes books about the history of Schertz.

Budget	2020-21 Actual	2021-22 Estimate	2022-23 Budget
<i>Revenue</i>			
Fees	\$590	\$1,943	\$1,000
Fund Transfers	3,109	10,750	10,750
<i>Total</i>	<i>\$3,702</i>	<i>\$12,693</i>	<i>\$11,750</i>
<i>Expenses</i>			
Supplies	\$247	\$1,500	\$1,500
Operations Support	0	500	500
Staff Support	0	5,871	5,150
Professional Services	100	1,600	1,600
Operating Equipment	2,762	3,000	3,000
<i>Total</i>	<i>\$3,109</i>	<i>\$12,471</i>	<i>\$11,750</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2022-23 will remain at the same funding allocation as FY 2021-22.

Expenses: The Historical Committee's FY 2022-23 Budget will remain the same as the FY 2021-22 Budget.

PROPOSED BUDGET WORKSHEET

615-HISTORICAL COMMITTEE

AS OF: JULY 31ST, 2022

FINANCIAL SUMMARY

	(----- 2021-2022 -----)		(----- 2022-2023 -----)				
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Fees	43	590	1,000	1,943	1,943	1,000	
Fund Transfers	169	3,109	10,750	0	10,750	10,750	
Miscellaneous	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL REVENUES	212	3,702	11,750	1,943	12,693	11,750	
<u>EXPENDITURE SUMMARY</u>							
<u>CULTURAL</u>							
HISTORICAL COMMITTEE	<u>169</u>	<u>3,109</u>	<u>11,750</u>	<u>3,001</u>	<u>12,471</u>	<u>11,750</u>	
TOTAL CULTURAL	<u>169</u>	<u>3,109</u>	<u>11,750</u>	<u>3,001</u>	<u>12,471</u>	<u>11,750</u>	
TOTAL EXPENDITURES	169	3,109	11,750	3,001	12,471	11,750	
REVENUE OVER/(UNDER) EXPENDITURES	43	592	0	(1,058)	222	0	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

615-HISTORICAL COMMITTEE

AS OF: JULY 31ST, 2022

REVENUES

	(------ 2021-2022 -----) (------ 2022-2023 -----)						
	2019-2020	2020-2021	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Fees</u>							
000-458100 Sale of Merchandise	<u>43</u>	<u>590</u>	<u>1,000</u>	<u>1,943</u>	<u>1,943</u>	<u>1,000</u>	<u></u>
TOTAL Fees	43	590	1,000	1,943	1,943	1,000	
<u>Fund Transfers</u>							
000-486101 Transfer In-General Fund	0	0	10,750	0	10,750	10,750	<u></u>
000-486106 Transfer In-Special Events	<u>169</u>	<u>3,109</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Transfers	169	3,109	10,750	0	10,750	10,750	
<u>Miscellaneous</u>							
000-497000 Misc. Income	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL REVENUES	212	3,702	11,750	1,943	12,693	11,750	
	=====	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

615-HISTORICAL COMMITTEE

AS OF: JULY 31ST, 2022

CULTURAL

EXPENDITURES	2019-2020 ACTUAL	2020-2021 ACTUAL	CURRENT BUDGET	2021-2022 Y-T-D ACTUAL	2021-2022 PROJECTED YEAR END	2022-2023 CITY ADMIN. RECOMMENDED	2022-2023 ADOPTED BUDGET
HISTORICAL COMMITTEE							
=====							
<u>Supplies</u>							
609-521000 Operating Supplies	100	247	1,500	1,281	1,500	1,500	
TOTAL Supplies	100	247	1,500	1,281	1,500	1,500	
<u>Operations Support</u>							
609-534200 Printing & Binding	0	0	500	0	500	500	
TOTAL Operations Support	0	0	500	0	500	500	
<u>Staff Support</u>							
609-535200 Awards	69	0	1,000	1,721	1,721	1,000	
609-535300 Memberships	0	0	150	0	150	150	
609-535500 Training/Travel	0	0	4,000	0	4,000	4,000	
TOTAL Staff Support	69	0	5,150	1,721	5,871	5,150	
<u>Professional Services</u>							
609-541300 Other Cons'l/Prof Services	0	100	1,600	0	1,600	1,600	
TOTAL Professional Services	0	100	1,600	0	1,600	1,600	
<u>Operating Equipment</u>							
609-571810 Event Banners	0	2,762	3,000	0	3,000	3,000	
TOTAL Operating Equipment	0	2,762	3,000	0	3,000	3,000	
TOTAL HISTORICAL COMMITTEE	169	3,109	11,750	3,001	12,471	11,750	
TOTAL CULTURAL	169	3,109	11,750	3,001	12,471	11,750	
TOTAL EXPENDITURES	169	3,109	11,750	3,001	12,471	11,750	
=====	=====	=====	=====	=====	=====	=====	=====

Glossary

Account	A designation assigned to an accounting entry where a running total of all entries is kept. It is a grouping of assets, liabilities, reserves, retained earnings, revenues, or expenses.
Accounting Standards	The generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) that guide the recording and reporting of financial information.
Accounts Payable	A short term liability (less than one year) showing the amounts currently owed for goods and services received by the City.
Accounts Receivable	A short term asset (less than one year) showing the amount currently due to the City for goods and services provided.
Accrual Accounting	An accounting method in which revenues and expenses are recorded at the time they occur, rather than when cash is traded hands. Used for financial reports
Ad Valorem Taxes	Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Used to support the General Fund and pay general obligation debt.
Adopted Budget	The budget as approved by the City Council. It sets the legal spending limits and funding sources for the fiscal year.
Assessed Value	A value set upon real estate or other property as a basis for levying property taxes. For the City of Schertz, the Appraisal Districts of Bexar, Comal, and Guadalupe Counties are responsible for assessing property values.
Asset	Resources of the City that cover liability obligations.
Bad Debt Expense	This expense is used to recognize the City's estimated amount of uncollectable revenue.
Balanced Budget	A budget where current revenues meet or exceed current expenses resulting in a positive fund balance at the end of the fiscal year.
Bond	Are a long term debt issued by the City to pay for large capital projects such as buildings, streets, and water/sewer system improvements.
Budget Calendar	The schedule of key dates used as a guide to complete various steps of the budget preparation and adoption processes.

Glossary

Capital Improvements	Expenditures for the construction, purchase, or renovation of City facilities or property.
Capital Outlay	Purchase of property or equipment greater than \$5,000 which will be added to the City's fixed assets.
Cash	Currency on hand with the bank.
Cash Basis	An accounting method that recognizes revenues and expenses when cash enters or leaves the bank instead of when services are provided.
Certificates of Obligation	Tax supported bonds similar to general obligation bonds and can be issued after meeting strict publication requirements and council approval.
Charter	A document that establishes the city's governmental structure and provides distribution of powers and duties. In order to be implemented or changed it must be approved with a vote by the people
City Council	The elected governing body of the City, consisting of the Mayor and five (5) council members acting as the legislative and policy-making bod of the City.
CRM	Client Resource Management - a type of software for tracking dates, events, and clients.
Debt Service	Payments on debt made up of principle and interest following a set schedule.
Delinquent Taxes	Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.
Department	A functional group of the City with related activities aimed at accomplishing a major City service or program.
Depreciation	In accounting, this is a noncash expense that reduces the value of a capital asset over its expected useful life.
Effective Tax Rate	The rate that would produce the same amount of property taxes from the properties on the previous year's tax rolls.
Enterprise Fund	See Proprietary Fund.
Expenditure	Any payment made by the City.

Glossary

Expense	Any reduction in Fund Balance.
Fiscal Year	The time period designated by the City signifying the beginning and ending period for recording the financial transactions of the City. The City of Schertz' fiscal year begins each October 1st and ends the following September 30th.
Fixed Assets	Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.
FTE	Full Time Equivalent (FTE) is a measure of employment of a position based on the total hours worked in a week versus the expected 40 hours of a full time employee.
Fund	A fiscal and accounting entity established to record receipt and disbursement of income from sources set aside to support specific activities or to attain certain objectives. Each fund is treated as a distinct fiscal entity where assets equal liabilities plus fund balances.
Fund Balance	The difference between fund assets and fund liabilities of governmental and trust funds.
Fund Equity	The difference between assets and liabilities of any fund.
General Fund	The major fund in most governmental entities. It contains many activities associated with municipal government, such as police and fire rescue, libraries, parks and recreation.
General Obligation Bonds	A municipal bond backed by property taxes
Goals	Department/Division objectives intended to be accomplished or begun within the coming fiscal year.
Governmental Fund	Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds.
Home Rule City	Cities which have over 5,000 in population and have adopted home rule charters.
I&S	Interest and Sinking - The portion of the property tax that goes to pay debt issued by the City
Interest & Sinking Fund	See Debt Service Fund.

Glossary

Interfund Transfers	Transfer made from one City fund to another City Fund for the purpose of reimbursement of expenditures, general and administrative services, payments-in-lieu of taxes, or debt service.
Intergovernmental Revenues	Revenues from other governments in the form of grants, entitlements, shared revenues, or payments-in-lieu of taxes. Service contracts?
Liability	Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.
LUE's	Living Unit Equivalent, the amount of water in gallons per year that an average household would produce
M&O	Acronym for "maintenance and operations". (1) The recurring costs associated with a department or activity; (2) the portion of the tax rate that is applied to the General Fund.
Mission	The basic purpose of a department/division - the reason for its existence.
Mixed Beverage Tax	A tax imposed on the gross receipts of a licensee for the sale, preparation, or serving of mixed beverages.
Modified Accrual basis	Method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received with the exception of principal and interest on long term debt.
Operating Budget	Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.
Operating Expenses	Proprietary Fund expenses related directly to the Fund's primary activity.
Ordinance	A formal legislative enactment by City Council.
Payment-in-lieu of Taxes	A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. For example, the City's Water & Sewer Fund provides this payment to the City's General Fund because of the Water & Sewer Fund's exemption from property taxation.

Glossary

Proprietary Fund	Also referred to as Enterprise Fund. A governmental accounting fund in which services are provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges.
Resolution	A special or temporary order of the City Council. Requires less formality than an ordinance.
Retained Earnings	An equity account reflecting the accumulated earnings of a proprietary fund.
Revenue Bonds	Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.
Special Revenue Fund	Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.
Tax Base	The total net taxable value after exemptions of all real and personal property in the City.
Tax Levy	The result of multiplying the ad valorem property tax rate per one hundred dollars times the tax base.
Tax Rate	The rate applied to all taxable property to general revenue. The City's tax rate is comprised of two components; the debt service rate, and the maintenance and operations (M&O) rate.
Tax Roll	The official list showing the amount of taxes levied against each taxpayer or property. See also Tax Base.
Taxes	Compulsory charges levied by a government to finance services performed for a common benefit.
TMRS	The Texas Municipal Retirement System provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information.
Transmittal Letter	A general discussion and overview of the proposed budget as presented in writing by the City Manager to the City Council
Unencumbered Balance	The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

Glossary

User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.
Utility Fund	See Proprietary Fund.
Vision	The desired optimum state or ultimate goal of the City or Department.

CITY COUNCIL MEMORANDUM

City Council Meeting: **August 9, 2022**
Department: **Executive Team**
Subject: **Update on the Beck Landfill Permit Application**

BACKGROUND

The Beck Landfill, located at 600 FM 78 is submitting an application with TCEQ for an expansion of the facility. The facility only accepts construction and demolition related debris. The expansion involves the increase in the allowed height, not the acreage or footprint of the facility.

Attachments

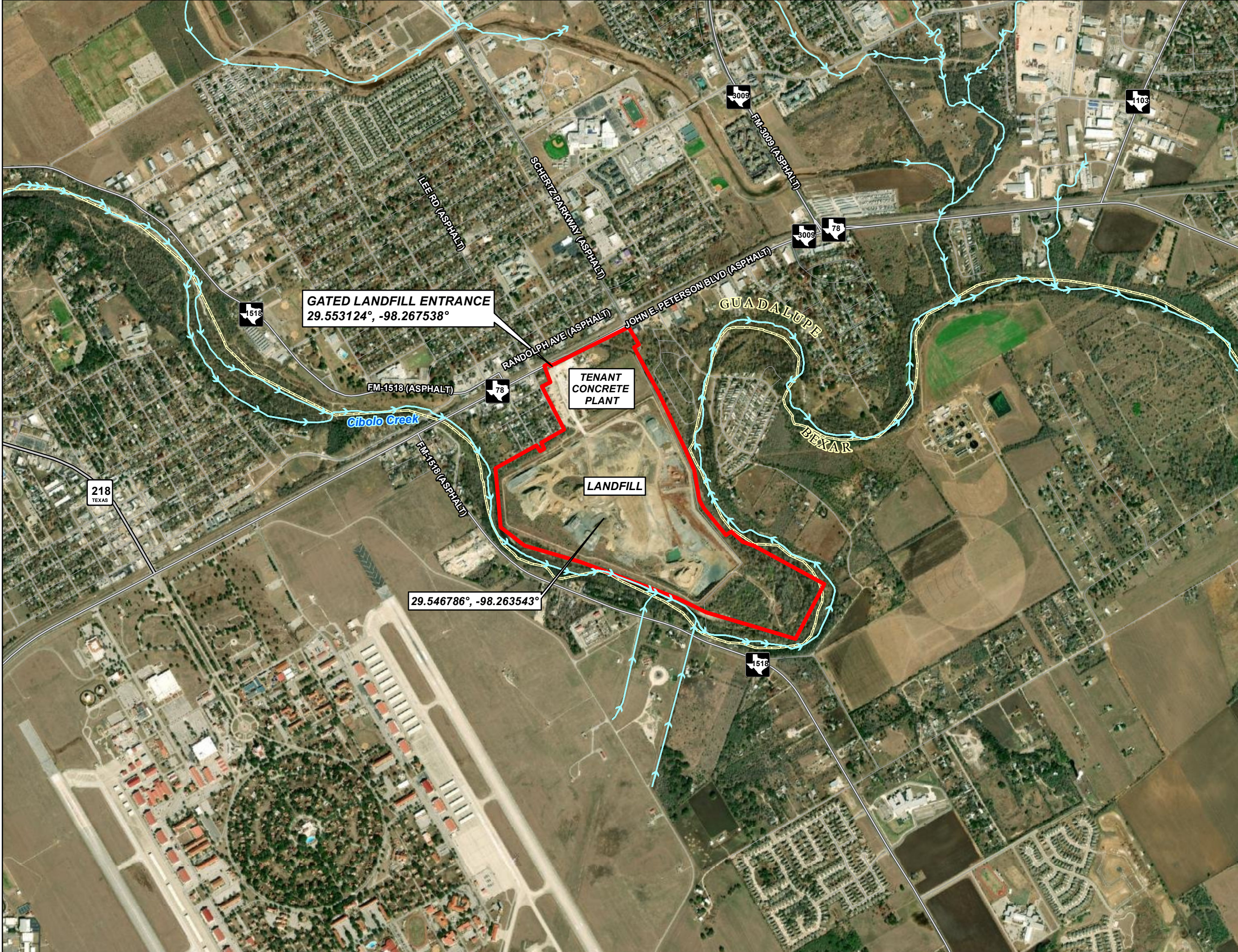
Beck Landfill Information



GENERAL INFORMATION

Beck Landfill Permit Amendment

- Beck has been locally owned by the same family since the late 70's.
- Beck Landfill employs 30+ full-time workers in Schertz.
- The landfill has an exemplary environmental record and has the highest compliance rating issued by the TCEQ.
- The landfill accepts only construction and demolition related debris. Household and commercial Type I, or hazardous waste is not accepted.
- Beck diverts and recycles approximately 9,000 tons of wood waste per year.
- The amendment will not increase the acreage (footprint) of the landfill. It will only increase the height over the area that has already been developed.
- The amendment has been designed to adhere to RAFB criteria and does not interfere with their flight path requirements.
- Beck has submitted the FAA coordination letter and is expecting an approval response soon.
- Access will continue to be on FM 78. There will be no expected increase in traffic beyond current levels.
- The amendment will allow the facility to continue providing local and competitive disposal capacity for the area. This will economically benefit the city for future growth.

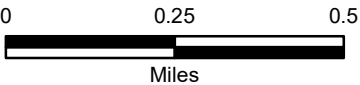
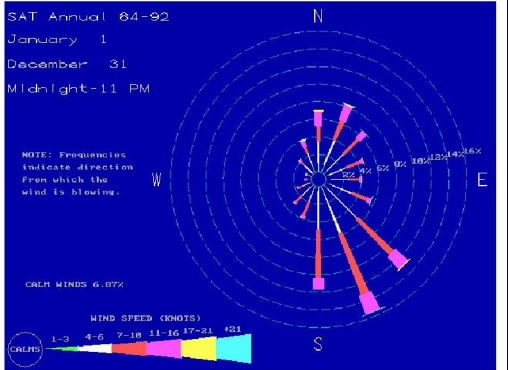


NIDO, LTD.
BECK LANDFILL

**FIGURE 2-1:
GENERAL LOCATION MAP**

SCHERTZ, GUADALUPE
COUNTY, TEXAS

- Legend**
- Landfill Boundary
 - Stream
 - County Boundary



P:\310-000\311-653-CADD\Drawg\SW01\311653-BECK LANDFILL SITE LAYOUT PLAN D1-1.dwg(SOC 4) LS:(4/7/2022 - mvores) - LP: 5/4/2022 11:42 PM



NORTH

SITE ENTRANCE

SCALE HOUSE/OFFICE

EXISTING POND

EXISTING POND

MM1

MW G

MM2

MM3

MM4

MM5

MM6

MW A

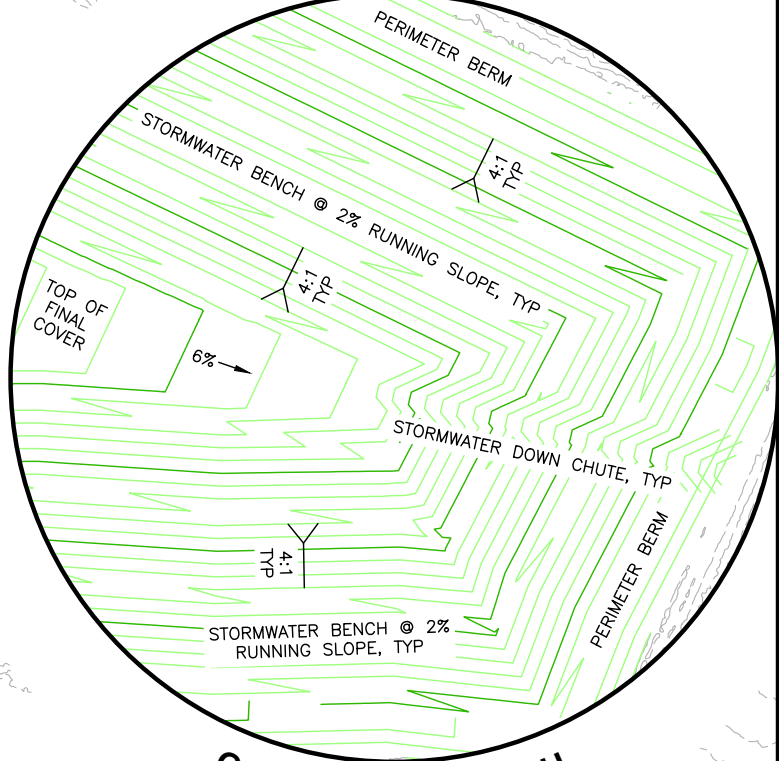
MW F

MAXIMUM FINAL
COVER HEIGHT:
890 FEET MSL

PERIMETER ROAD

PERIMETER ROAD

DETENTION
POND



GRADING DETAIL



5-6-22

REFERENCE

TOPOGRAPHIC INFORMATION FROM AERIAL SURVEY BY FIRMATEK: (SEPTEMBER 15, 2021) AUGMENTED WITH A PORTION OF THE EXISTING GROUND SURFACE PREPARED BY CEC.

NOTES

1. ALL AREAS WITHIN THE LANDFILL FOOTPRINT THAT DO NOT HAVE FINAL COVER MAY BE USED FOR SOIL STOCKPILES, BRUSH STORAGE AND GRINDING, OR VEHICLE PARKING AND MAINTENANCE.
2. ALL MONITOR WELLS AND GAS PROBES HAVE BEEN PREVIOUSLY INSTALLED.
3. INTERIOR ACCESS AND PERIMETER ROADS SHALL BE SURFACED WITH CRUSHED STONE, GRAVEL, RECYCLED CONCRETE, OR EQUIVALENT ALL-WEATHER SURFACE.
4. SITE PERIMETER FENCING OR NATURAL BARRIERS WILL BE USED ALONG THE ENTIRE PERMIT BOUNDARY.
5. SOLID WASTE STORAGE AND PROCESSING AREAS WILL BE PLACED OUTSIDE OF THE 100-YEAR FLOODPLAIN OR WILL BE PROTECTED WITH A LEVEE THAT EXTENDS A MINIMUM OF ONE FOOT ABOVE THE FLOODPLAIN ELEVATION.
6. THERE ARE NO NATURAL WINDBREAKS, SUCH AS GREENBELTS, OR SCREENING PROPOSED FOR THE FACILITY.

LEGEND

- EXISTING MONITOR WELL
- EXISTING GAS PROBE
- LANDFILL PERMIT BOUNDARY
- LANDFILL FOOTPRINT BOUNDARY
- LANDFILL CONTOURS ARE TOP OF FINAL COVER. CONSTRUCT FINAL LAND FILL COVER: ±155 ACRES



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Texas Registered
Engineering Firm F-38



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BECK LANDFILL
BEXAR COUNTY, TEXAS

SITE LAYOUT PLAN

DRAWN BY:	MFV	CHECKED BY:	DRAFT	APPROVED BY:	DRAFT	FIGURE NO.:
DATE:	03/07/2022	DWG SCALE:	1" = 400'	PROJECT NO:	311-653	D1.1

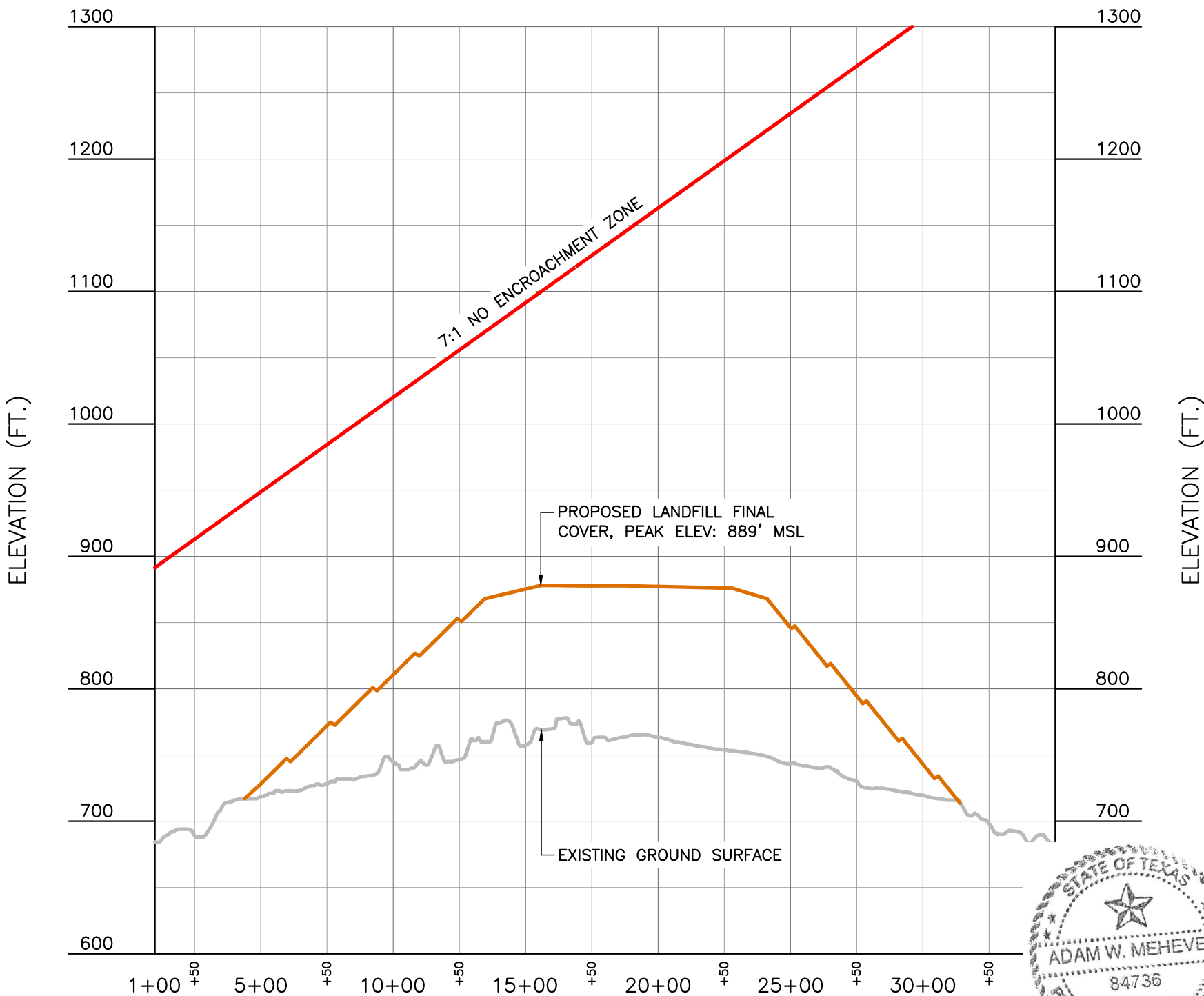


NORTH



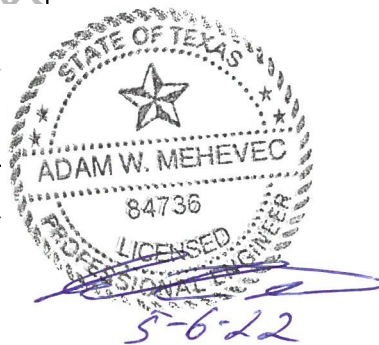
PLAN VIEW

SCALE: 1" = 1000'



PROFILE VIEW

SCALE: 1" = 500'



REFERENCE

TOPOGRAPHIC INFORMATION FROM AERIAL SURVEY BY FIRMATEK: (SEPTEMBER 15, 2021) AUGMENTED WITH A PORTION OF THE EXISTING GROUND SURFACE PREPARED BY CEC.



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BECK
COMPANIES

NIDO, LTD
BECK LANDFILL
BEXAR COUNTY, TEXAS

NO ENCROACHMENT EXHIBIT

DRAWN BY:	BEO	CHECKED BY:	DRAFT	APPROVED BY:	DRAFT	FIGURE NO.:
DATE:	10/1/2021	DWG SCALE:	1" = 300'	PROJECT NO:	311-653	