CITY OF FAIR OAKS RANCH

CITY COUNCIL REGULAR MEETING

Thursday, March 04, 2021 at 6:30 PM
Via Zoom Videoconference

AGENDA

VIRTUAL MEETING NOTICE

There exists a public health emergency related to the COVID-19 VIRUS that necessitates a meeting of the city council to take place via video conference pursuant to government code chapters 551.127, as modified by executive order of the Governor.

Zoom Videoconference Link: https://www.zoomgov.com/j/1605181254
Phone in number: US: +1 669 254 5252 or +1 646 828 7666 or 833 568 8864 (Toll Free)
Webinar ID: 160 518 1254

If you wish to address the City Council via telephone, please select *9 on your phone, this will place you in a queue for speaking. At the appropriate time, the City Secretary will call upon each individual separately. *6 will unmute your phone to allow you to speak.

OPEN MEETING

Roll Call - Declaration of a Quorum.

Pledge of Allegiance

CITIZENS and GUEST FORUM

*If you wish to address the City Council, select *9 on your phone; this will place you in a queue for speaking. At the appropriate time the City Secretary will call upon each individual separately. Select *6 to unmute your phone to speak. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda.*

1. Citizens to be heard.

PRESENTATIONS

2. Presentation of 5 Year Service Award to Allan Paz.

Joanna Merrill, Director of Human Resources and Communications

3. Presentation on the City's agenda process.

Christina Picioccio, City Secretary

4. Background and Overview on Code RED.

Requested by Snehal R. Patel, J.D., M.P.Aff., Council Member, Place 5

CONSENT AGENDA

All of the following items are considered to be routine by the City Council, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Council Member by making such request prior to a motion and vote.

5. Approval of the February 25, 2021 Regular City Council meeting minutes.

Christina Picioccio, City Secretary

6. Approval of a Resolution authorizing a Joint Election Agreement with Kendall County Elections relating to the May 1, 2021 election and authorizing the City Manager to execute all documents in connection therewith.

Christina Picioccio, City Secretary

CONSIDERATION/DISCUSSION ITEMS

7. Consideration and possible action accepting the FY 2019-2020 Audit.

Michael Del Toro, ABIP, PC

REPORTS FROM STAFF/COMMITTEES/COUNCIL

8. Presentation of Quarterly Financial Report - January 2021 and Quarterly Investment Report - Q4 2020.

Sarah Buckelew, CPA, Director of Finance

CONVENE INTO EXECUTIVE SESSION

Pursuant to Section 551.101 of the Open Meetings Act, Texas Gov't Code, a quorum of the governing body hereby convenes into closed session:

Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

9. To receive legal advice and to receive and deliberate an offer of settlement for claims made on behalf of a real property owner against the City's operation of well K-2.
10. Cause No. 2018-CI-00202; the City of Fair Oaks Ranch, Texas vs. Edward I. Hill, Robert E. Heckendorn, Craig M. Kuitjen, Roger Fuentes, Wesley A. Pieper, Esther W. Hicks, William A. McDowell, Yolanda D. Ayala, PG Pfeiffer Ranches LLC, Maureen Pfeiffer Stevenson Family Trust.
11. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.

RECONVENE INTO OPEN SESSION

Discussion and possible action on items discussed in Executive Session.

ADJOURNMENT

Requests for City topic needing additional information/research; or, potential consideration for a future agenda

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Signature of Agenda Approval: s/ Tobin E. Maples

Tobin E. Maples, City Manager

I, Christina Picioccio, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, March 1, 2021 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch City Hall is wheelchair accessible at the side entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available. The City Council reserves the right to convene into Executive Session at any time regarding an issue on the agenda for which it is legally permissible; pursuant to Texas Government Code Chapter 551. Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
March 4, 2021

AGENDA TOPIC:	Background and Overview on Code RED.
DATE:	March 4, 2021
DEPARTMENT:	City Council
PRESENTED BY:	Requested by Snehal R. Patel, J.D., M.P.Aff., Council Member, Place 5

INTRODUCTION/BACKGROUND:

The City has contracted to provide Code RED services to its citizens. Council Member Patel has asked staff to provide an overview and address the following questions:

- What is Code Red and what are terms of city's contract/terms of use?
- How long we have had it in place?
- How is it different from Notify Me?
- How many of our residents are on it (before and after the event)?
- How does it work in outreach to citizens during emergency situations?
- Under what situations is Code RED activated?

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Clearer understanding of Code RED and increased spotlight to encourage more citizens/residents to sign up.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION:

N/A

CITY OF FAIR OAKS RANCH

CITY COUNCIL VIDEOCONFERENCE

Thursday, February 25, 2021 at 6:30 PM
Via Zoom Videoconference

MINUTES

OPEN MEETING

Council Present: Mayor Manitzas and Mayor Pro Tem Elizondo
Council Members: Havard, Hartpence, Koerner, Patel, and Maxton

With a quorum present, the meeting was called to order at 6:30 PM.

CITIZENS and GUEST FORUM / PRESENTATIONS

A. Citizens to be heard.

1. Chesley Muenchow – Ms. Muenchow spoke regarding vehicles passing school buses while their lights are flashing. Ms. Muenchow urged FORPD to work with BISD to find a solution to this safety concern.
2. The City Secretary read a letter into the record from:
Stacey Gilfillan, who wanted to thank all staff but especially public works employees on behalf of the Front Gate HOA residents for their help during the winter event and for making the Potable Water Distribution Events a success. She also expressed gratitude to Council Members Patel and Koerner, and Finance Director Sarah Buckelew for their assistance in organizing the events and commended the city's efforts to provide residents access to water.
3. Mayor Manitzas thanked public works employees and administrative staff for their hard work and dedication during the winter event. Mayor Manitzas explained that a large number of employees stayed at the city from Sunday through Friday in order to respond to residents when necessary. Additionally, Mayor Manitzas recognized Bexar County Commissioner Trish Deberry, Congressman Tony Gonzalez and his staff, the Leon Springs Volunteer Fire Dept., and the Van Raub School. The Mayor thanked a large group of citizens who volunteered to feed staff members who were at the city's campus far longer than initially expected.

B. Sarah Buckelew, CPA, Finance Director gave a brief overview of the requirements for a GFOA Excellence in Financial Reporting and recognized her staff for their achievement and specifically, Summer Fleming (Accounting Manager), whom is responsible for having achieved the certification over the past three years.

C. Sarah Buckelew, CPA, Finance Director described that the requirements for the Government Finance Officers Association Distinguished Budget Presentation Award are strenuous and gave credit to Julie Lovelace, Accountant, for having achieved this designation on the first attempt by the City.

CONSENT AGENDA

A. Approval of the February 4, 2021 Regular City Council meeting minutes.

B. Approval of the February 9, 2021 Special City Council meeting minutes.

C. Approval of the February 10, 2021 Special City Council meeting minutes.

MOTION: Made by Council Member Maxton, Seconded by Council Member Patel, to approve the Consent Agenda.

VOTE: 7-0; Motion Passed

CONSIDERATION/DISCUSSION ITEMS

A. Consideration and possible action approving a Resolution appointing members to the City of Fair Oaks Ranch Council Code of Conduct Advisory Committee (CCCAC).

MOTION: Made by Council Member Patel, Seconded by Council Member Hartpence, to approve a resolution appointing members to the City of Fair Oaks Ranch Citizens Code of Conduct Advisory Committee (CCCAC). (Joe duMenil, Mike Lyle, Jane Burton, John McCune, and Shane Stolarcyzk.)

VOTE: 7-0; Motion Passed

B. Consideration and possible action approving a Resolution nominating a candidate to fill a vacancy on the Bexar Appraisal Board of Directors.

MOTION: Made by Council Member Koerner, Seconded by Council Member Maxton, to approve a resolution nominating Trish DeBerry as a candidate to fill the vacancy on the Bexar Appraisal Board of Directors

VOTE: 7-0; Motion Passed

REPORTS FROM STAFF/COMMITTEES/COUNCIL

A. Police Chief, Tim Moring, provided to Council the Fair Oaks Ranch Police Department's annual report for 2020.

CONVENE INTO EXECUTIVE SESSION

City Council convened into Executive Session at 7:48 PM regarding:

A. Sec. 551.071 (Consultation with Attorney) the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

4. Legal discussion regarding police operational issues.
5. Update regarding a pending police Administrative Hearing for a Report of Separation, and other matters in connection therewith.

City Council did not convene into Executive Session regarding:

1. To receive legal advice and to receive and deliberate an offer of settlement for claims made on behalf of a real property owner against the City's operation of well K-2.
2. Cause No. 2018-CI-00202; the City of Fair Oaks Ranch, Texas vs. Edward I. Hill, Robert E. Heckendorn, Craig M. Kuitjen, Roger Fuentes, Wesley A. Pieper, Esther W. Hicks, William A. McDowell, Yolanda D. Ayala, PG Pfeiffer Ranches LLC, Maureen Pfeiffer Stevenson Family Trust.
3. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.

RECONVENE INTO OPEN SESSION

The Mayor reconvened into Open Session at 8:54 PM.

A roll call that reestablished a quorum was taken:

Council Present: Mayor Manitzas and Mayor Pro Tem Elizondo
Council Members: Havard, Koerner, Patel, and Maxton

Council Member Hartpence did not rejoin the call after Executive Session.

ADJOURNMENT

Council Member Patel asked for a general overview of Code RED for the March 4, 2021 meeting.

Mayor Manitzas adjourned the meeting at 8:57 PM.

ATTEST:

Garry Manitzas, Mayor

Christina Picioccio, City Secretary

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
March 4, 2021

AGENDA TOPIC:	Approval of a Resolution authorizing a Joint Election Agreement with Kendall County Elections relating to the May 1, 2021 election and authorizing the City Manager to execute all documents in connection therewith.
DATE:	March 4, 2021
DEPARTMENT:	City Secretary
PRESENTED BY:	Christina Picioccio, City Secretary (Consent Agenda)

INTRODUCTION/BACKGROUND:

Texas Election Code Section 271.002 authorizes two or more political subdivisions to enter into an agreement to hold elections jointly. As such, the Federal and State Governments encourage entities such as cities, school districts, water districts, etc. to contract with their local County Elections Office to administer respective elections jointly with other entities. The intent of administering joint elections is to provide convenient, simple and cost effective elections.

By way of background, the cost for Fair Oaks Ranch to hold a stand-alone election is approximately $30,000. For approximately the past 15 years the city has contracted with Bexar County with considerable cost savings and has held the election in the City Hall Council Chambers. The city campus is expected to be under construction for the new Civic Center and City Hall renovations during the elections. It will be unsafe and infeasible to hold elections on the premises. In light of this staff has endeavored to look at its alternatives to run the May election. Bexar and Comal County are not able to appropriate polling locations within the city. Staff believes that Kendall County offers the most convenient option for its citizens as BISD (which is also contracting with Kendall County) will be holding an election for its Board of Trustees. Contracting with Kendall County will offer our Bexar and Kendall County citizens a polling site within the city and will provide a "one stop shop" for those citizens to vote on both ballots at one location.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Contracting with Kendall County Elections to be part of their joint ballot is convenient for our citizens and less expensive than conducting a stand-alone election. Entering into a Joint Election Agreement with Kendall County will provide for multiple early voting poll sites, experienced poll workers and efficient Election night results.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The budgeted cost of election, inclusive of the contract for conducting the election, is $6,000 based on historic costs utilizing Bexar County Elections. As noted above, due to city campus renovations, the need to look for an alternate polling location within the city, and as neither Bexar nor Comal County was able to appropriate locations within the city, Kendall County has proved itself to be the best option. At the onset of discussions with Kendall County it was anticipated that election costs would be shared between three parties: the City of Boerne, BISD and CoFOR. Since that time the City of Boerne has cancelled their elections which has resulted in a two-way split of costs. The CoFOR election expenses are estimated to be $22,012.30. To cover these costs, the city will utilize surplus funds.

Should a run-off election be necessary the city will need to enter into a new contract with Kendall County to manage that election.

LEGAL ANALYSIS:

Approved as to form

RECOMMENDATION/PROPOSED MOTION:

Consent Agenda (I move to approve a Resolution approving a Joint Election Agreement with Kendall County Elections and authorize the City Manager to sign the Agreement.)

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS APPROVING A JOINT ELECTION AGREEMENT AMONG THE CITY OF FAIR OAKS RANCH, KENDALL COUNTY ELECTIONS, AND OTHER GOVERNMENTAL ENTITIES RELATING TO CONDUCTING A JOINT ELECTION ON MAY 1, 2021 AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS IN CONNECTION THEREWITH ON BEHALF OF THE CITY OF FAIR OAKS RANCH

WHEREAS, Section 271.002 of the Elections Code provides that if the elections ordered by the authorities of two or more political subdivisions are to be held on the same day in all or part of the same county, the governing bodies of the political subdivisions may enter into an agreement to hold the elections jointly in the election precincts that can be served by common polling places; and

WHEREAS, the City of Fair Oaks Ranch along with several other political subdivisions all located within Kendall County desire to enter in a joint election agreement setting forth each entity's individual obligations with respect to conducting their respective elections on May 1, 2021; and

WHEREAS, the City Council finds that entering into a Joint Election Agreement with these political subdivisions will provide a simple, convenient and cost saving election which will benefit the voters within the City of Fair Oaks Ranch and that the terms set forth in the Joint Election Agreement, attached hereto as *Exhibit A,* are in the city's best interest and should be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. **Approval of Joint Election Agreement**. The City Council hereby approves the Joint Election Agreement attached as *Exhibit A - E*.

Section 2. **Authority to Execute Agreement**. The City Manager is hereby authorized to execute the Joint Election Agreement on behalf of the City and any other documents in connection with said Agreement.

Section 3. This Resolution shall be in full force and effect from and after its passage by the City Council.

APPROVED by the City Council on February 25, 2021.

____
Garry Manitzas, Mayor

ATTEST:

____
Christina Picioccio, City Secretary

APPROVED AS TO FORM:

____
Denton Navarro Rocha Bernal & Zech, P.C., City Attorney

EXHIBIT A

JOINT ELECTION AGREEMENT

This Agreement is entered into by and between the **Kendall County Elections Administrator** “ADMINISTRATOR” and the following Local Political Subdivision (LPS):

Boerne Independent School District
City of Boerne
City of Fair Oaks Ranch

They may be referred to, individually, as an “Entity” or, collectively, as the “Entities,” acting by and through their duly appointed and qualified representatives, pursuant to Texas Election Code Section 271.002(a).

It is agreed that the Entities will hold an election on **Saturday, May 1, 2021** (the “Joint Election”) under the following terms and conditions:

I.

Each Entity shall share the expense of the Main Early Voting and Election Day polling locations consisting of on-site voting equipment, payroll of election workers, and other costs common to each Entities’ election, as applicable to the specific Entity and agreed upon by the election services contract. Each Entity understands they will appear on a joint ballot and use joint forms and election materials, which will better serve the voters.

II.

The Entities agree that the Kendall County Elections Administrator, Staci L. Decker, will serve as the Early Voting Clerk and the Central Count Station Manager for the **Saturday, May 1, 2021** election.

III.

The Entities agree that a single ballot, containing all the measures and offices to be voted on at a particular polling place, shall be used in this Joint Election.

IV.

Each Entity is responsible for giving notice of their election pursuant to Section 4.003 of the Texas Election Code.

V.

ADMINISTRATOR will tabulate the ballots and provide each entity a Certification of Election Results along with the returns of the election.

VI.

Each Entity will be responsible for canvassing its respective precinct returns for the Joint Election.

VII.

If an Entity cancels its election pursuant to section 2.053 of the election code, that Entity shall promptly notify ADMINISTRATOR. Cancellation of an Entities' election shall not void this agreement for any remaining Entity conducting an election on **Saturday, May 1, 2021**.

VIII.

The undersigned persons are the duly authorized signatories of their Entity, and their signatures represent acceptance of the terms and conditions of this Agreement, as passed and approved by their respective governing bodies.

IX.

This Agreement may be executed in two or more counterparts. Together the counterparts shall be deemed an executed original instrument. An original signed copy of this agreement shall be provided to each entity who enters into contract with ADMINISTRATOR.

THIS IS THE SIGNATURE PAGE AFFIXED TO THE MAY 1, 2021 JOINT ELECTION AGREEMENT BETWEEN KENDALL COUNTY ELECTIONS AND LOCAL POLITICAL SUBDIVISIONS

Administrator:

BY: ____

(SEAL) **STACI L. DECKER, ELECTIONS ADMINISTRATOR**
KENDALL COUNTY ELECTIONS OFFICE

Signed and agreed to this ____ day of ______________________, 2021.

The Local Political Subdivision "LPS":

Approved by the CITY MANAGER on the ______ day of _________________________, 2021.

BY: ____

(SEAL) **TOBIN MAPLES, CITY MANAGER**
CITY OF FAIR OAKS RANCH

Signed and agreed to this ____ day of ______________________, 2021.

May 1, 2021 Joint General Special Election

Exhibit B

Item #6.

Estimate of Election Expenses	Additional Info	Election Summary	Boerne ISD	City of F.O.R.
Section A. Estimated Cost of Election				
Ballot printing costs		$1,000.00	$500.00	$500.00
Publication of Notices	(Public Test/EV/ED)	$1,600.00	$800.00	$800.00
Electronic Voting Systems Programming	(Coding/Audio/Layout)	$10,000.00	$5,000.00	$5,000.00
SUPPLIES: Ballot By Mail		$1,000.00	$500.00	$500.00
SUPPLIES: Early Voting, Election Day and Central Count		$1,000.00	$500.00	$500.00
	SUBTOTAL	**$14,600.00**	**$7,300.00**	**$7,300.00**
Section B. Election Workers				
Early Voting Workers - 1st Week of EV	**(Mon - Fri 8am - 6pm)**			
Main EV: Annex	6 x 50hrs x $10	$3,000.00	$1,500.00	$1,500.00
Branch EV: Fair Oaks Ranch	4 x 55hrs x $10	$2,200.00	$1,100.00	$1,100.00
Early Voting Workers - Saturday of EV	**(Saturday 10am - 6pm)**			
Main EV: Annex	6 x 10hrs x $10	$600.00	$300.00	$300.00
Branch EV: Fair Oaks Ranch	4 x 11hrs x $10	$440.00	$220.00	$220.00
Early Voting Workers - 2nd Week of EV	**(Mon - Tue 7am-7pm)**			
Main EV: Annex	6 x 26hrs x $10	$1,560.00	$780.00	$780.00
Branch EV: Fair Oaks Ranch	4 x 26hrs x $10	$1,040.00	$520.00	$520.00
Election Day Workers				
Pct 1: City Hall (JUDGES)	2 x 15hrs x $12	$360.00	$360.00	n/a
Pct 1: City Hall (CLERKS)	4 x 15hrs x $10	$600.00	$600.00	n/a
Pct 2: Van Raub School House (JUDGES)	2 x 15hrs x $12	$360.00	$180.00	$180.00
Pct 2: Van Raub School House (CLERKS)	4 x 15hrs x $10	$600.00	$300.00	$300.00
Pct 1: Pickup/Delivery of Supplies	1 judge x $25	$25.00	$12.50	$12.50
Pct 2: Pickup/Delivery of Supplies	1 judge x $25	$25.00	$12.50	$12.50
Early Voting Ballot Board / Central Count Station / Late Ballot Board				
Early Voting Ballot Board - JUDGES	1 x 5hrs x $12	$60.00	$30.00	$30.00
Early Voting Ballot Board - CLERKS	3 x 5hrs x $12	$180.00	$90.00	$90.00
Central Count Station Personnel - JUDGES	2 x 5hrs x $12	$120.00	$60.00	$60.00
Central Count Station Personnel - CLERKS	6 x 5hrs x $10	$300.00	$150.00	$150.00
Provisional & Late Ballot Board Personnel	4 x 2hr x $12	$96.00	$48.00	$48.00
	SUBTOTAL	**$11,566.00**	**$6,263.00**	**$5,303.00**
Section C. Miscellaneous Expenses				

May 1, 2021 Joint General Special Election

Exhibit B

Item #6.

Postage	(Mail Media to ES&S)	$200.00	$100.00	$100.00
Use of Kendall County Employees Beyond Regular Hours	(OT - Week 1)	$1,000.00	$500.00	$500.00
Use of Kendall County Employees Beyond Regular Hours	(OT - Week 2)	$1,000.00	$500.00	$500.00
	SUBTOTAL	**$2,200.00**	**$1,100.00**	**$1,100.00**
Sections A-C Total		**$28,366.00**	**$14,663.00**	**$13,703.00**
Section D. Administrative Fee				
Elections Services Contract Administrative Fee	(Election Total x 10%)	$2,836.60	$1,466.30	$1,370.30
	SUBTOTAL	**$2,836.60**	**$1,466.30**	**$1,370.30**
Section E. Rental of Electronic Voting Equipment				
Early Voting (Main Location - Kendall Co. Courthouse Annex)	8days x 6 EXPV x 99.75	$4,788.00	$2,394.00	$2,394.00
	8days x 1 DS200 x 172.50	$1,380.00	$690.00	$690.00
Early Voting (Branch Location -Van Raub School House)	8days x 6 EXPV x 99.75	$4,788.00	$2,394.00	$2,394.00
	8days x 1 DS200 x 145.80	$1,380.00	$690.00	$690.00
Election Day (PCT 1)	1 day x 6 EXPV x 99.75	$598.50	$299.25	$299.25
	1 day x 1 DS200 x 172.50	$172.50	$86.25	$86.25
Election Day (PCT 2)	1 day x 6 EXPV x 99.75	$598.50	$299.25	$299.25
	1 day x 1 DS200 x 172.50	$172.50	$86.25	$86.25
	SUBTOTAL	**$13,878.00**	**$6,939.00**	**$6,939.00**
TOTAL ESTIMATED COST WITH RENTAL FEES:		**$45,080.60**	**$23,068.30**	**$22,012.30**

Exhibit C

MAY 1, 2021 JOINT GENERAL & SPECIAL ELECTION

KENDALL COUNTY, TEXAS

Division of Expenses

By and Between the City of Boerne, Boerne Independent School District and the City of Fair Oaks Ranch hereby agree to divide the cost of actual expenses that is incurred in conducting the Joint General Election for Early Voting and Election Day.

The items will be divided as follows *(Also, as laid out in Exhibit B)*:

Item to be Divided	Special Notes
Ballot Printing Costs	To be divided equally among entities conducting an election.
Publication of Notices ○ Notice of Public Test of Equipment ○ Early Voting Notices ○ Election Day Polling Location Notices	To be divided equally among entities conducting an election.
Electronic Voting Systems Programming	To be divided equally among entities conducting an election.
Supplies: Ballot By Mail *(Costs associated with mailing ballots)*	To be divided equally among entities conducting an election.
Supplies: Early Voting, Election Day & Central Count	To be divided equally among entities conducting an election.
Early Voting Clerks *(Main location)*	To be divided equally among entities conducting an election.
Early Voting Clerks *(Branch location)*	To be paid by the entity requesting additional EV polling locations.
Election Day Judges & Clerks	This will be split according to the precincts your jurisdiction fall within.
Pickup & Delivery of Election Equipment and Supplies	This will be split according to the precincts your jurisdiction fall within.
Early Voting Ballot Board Personnel	To be divided equally among entities conducting an election.
Central Count Station Personnel	To be divided equally among entities conducting an election.
Provisional & Late Ballot Board Personnel	To be divided equally among entities conducting an election.
Postage *(Mail Media to ES&S)*	To be divided equally among entities conducting an election.
Use of Kendall County Employees Beyond Regular Hours	To be divided equally among entities conducting an election.
Administrative Fee (10% of the cost of contracted services)	To be paid by each entity based off of their total election services costs.
Rental of Electronic Voting Equipment	To be divided as set out in Section E of Exhibit B.

NOTE: BALLOT AND PROGRAMMING COSTS ARE AT THE DISCRETION OF THE PROGRAMMING AND PRINTING COMPANY OF ELECTION SYSTEMS AND SOFTWARE AND THE CONTRACTING OFFICER AND/OR THE COUNTY OF KENDALL WILL NOT BE HELD LIABLE FOR SUCH CHARGES AND/OR EXPENSES.

Exhibit D (1)

MAY 1, 2021 JOINT GENERAL & SPECIAL ELECTION

KENDALL COUNTY, TEXAS

Main Early Voting Location and Hours

Polling Place	Address	City/State
Kendall County Courthouse Annex	**221 Fawn Valley Dr**	**Boerne, Texas 78006**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	April 21 **8:00 am – 6:00 pm**	*April 22* **8:00 am – 6:00 pm**	*April 21* **8:00 am – 6:00 pm**	*April 22* **8:00 am – 6:00 pm**	*April 23* **8:00 am – 6:00 pm**	*April 24* **10:00 am – 6:00 pm**
April 25 **CLOSED**	*April 26* ***7:00 am – 7:00 pm***	*April 27* ***7:00 am – 7:00 pm***	*April 28*	*April 29*	*April 30*	*May 1* ***Election Day*** *Polls Open* **7:00 am – 7:00 pm**

*** Note:**
April 26 and April 27, 2021 are the two (2) twelve hour days as required by Law for City Elections. (Sec. 85.005(d))

Exhibit D (2)

MAY 1, 2021 JOINT GENERAL & SPECIAL ELECTION

KENDALL COUNTY, TEXAS

Branch Early Voting Location and Hours

Polling Place	Address	City/State
Van Raub School House	**8776 Dietz Elkhorn Rd**	**Fair Oaks Ranch, Tx 78015**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	April 21 **8:00 am – 6:00 pm**	*April 22* **8:00 am – 6:00 pm**	*April 21* **8:00 am – 6:00 pm**	*April 22* **8:00 am – 6:00 pm**	*April 23* **8:00 am – 6:00 pm**	*April 24* **10:00 am – 6:00 pm**
April 25 **CLOSED**	*April 26* ***7:00 am – 7:00 pm***	*April 27* ***7:00 am – 7:00 pm***	*April 28*	*April 29*	*April 30*	*May 1* ***Election Day*** *Polls Open* **7:00 am – 7:00 pm**

*** Note:**
April 26 and April 27, 2021 are the two (2) twelve hour days as required by Law for City Elections. (Sec. 85.005(d))

Exhibit E

MAY 1, 2021 JOINT GENERAL & SPECIAL ELECTION

KENDALL COUNTY, TEXAS

Election Day Polling Locations

Precinct	Entities	Location	Address	City/State
1	**City of Boerne** **Boerne ISD (Precinct 1 only)** ***(Precinct 1 voters of BISD are all Kendall County residents of the district with the exclusion of those who live in the city limits of Fair Oaks Ranch)***	**City Hall**	**447 N. Main Street**	**Boerne, TX 78006**
2	**Boerne ISD (Precinct 2 only)** **City of Fair Oaks Ranch (Kendall, Bexar & Comal)** ***(Precinct 2 voters of BISD are all residents of Bexar and Comal County, as well as the residents of Kendall County who reside in the city limits of Fair Oaks Ranch)***	**Van Raub School House**	**8776 Dietz Elkhorn Rd**	**Fair Oaks Ranch, TX 78015**

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
March 4, 2021

AGENDA TOPIC:	Consideration and possible action accepting the FY 2019-20 Audit
DATE:	March 4, 2021
DEPARTMENT:	Finance
PRESENTED BY:	Michael Del Toro, ABIP, PC

INTRODUCTION/BACKGROUND:

As required by Texas Local Government Code Section 103.101, cities in Texas are required to conduct an independent annual audit of their financials. Accordingly, the City of Fair Oaks Ranch retained the firm of ABIP, PC to prepare said audit services.

Representatives from ABIP, PC will attend the meeting to present the Fiscal Year 2019-2020 audit and answer questions.

The entire audited comprehensive annual financial report (CAFR) can be found on the City's website on the Finance Departmental Page:

https://www.fairoaksranchtx.org/127/Finance

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Compliance with state law, citizen transparency and best practice financial management.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

The audit resulted in an unmodified ("clean") audit opinion.

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION:

I move to accept the Fiscal Year 2019-2020 annual audit as presented by ABIP, PC.

abip

CPAs | ADVISORS

To the Honorable Mayor and
Members of the City Council
City of Fair Oaks Ranch, Texas

We have audited the financial statements of the governmental activities, the business type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Fair Oaks Ranch, Texas for the year ended September 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 12, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Fair Oaks Ranch, Texas are described in note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements include the net pension liability, deferred inflow and outflow related to the Texas Municipal Retirement System (TMRS), accumulated depreciation, and depreciation expense. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

7330 San Pedro Ave | Suite 900 | San Antonio, TX 78216 | (210) 341-2581 | Fax: (210) 341-2588 | abipcpa.com

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 4, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, budgetary comparison information, schedule of changes in net pension liability and TMRS related ratios, schedule of contributions on net pension liability, schedule of changes in the other postemployment benefit (OPEB) liability and TMRS related ratios, and schedule of contributions on OPEB liability, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor fund financial statements and schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical section, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Comment

Compliance with Public Funds Investment Act

The Public Funds Investment Act (the Act) requires that we include, as part of our audit, procedures to determine if the City complied with the provisions of the Act. We found, as a result of our tests, that the City complied, in all material respects, with the provisions of the Act.

Restriction on Use

This information is intended solely for the information and use of the Mayor, City Council, and management of the City, and is not intended to be, and should not be, used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by the personnel of City of Fair Oaks Ranch, Texas during the course of our audit.

ABIP, PC

San Antonio, Texas
March 4, 2021

CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
March 4, 2021

AGENDA TOPIC:	Presentation of Quarterly Financial Report - January 2021 and Quarterly Investment Report - Q4 2020
DATE:	March 4, 2021
DEPARTMENT:	Finance
PRESENTED BY:	Sarah Buckelew, CPA, Finance Director

INTRODUCTION/BACKGROUND:

Pursuant to Texas Government Code Section 2256.023 and the City's Investment Policy Section 12, the Finance Director is required, on a quarterly basis, to prepare and submit to City Council a written report of investment transactions that have occurred since the previous report, and the market value of the current investments.

The attached presentation is being made to comply with the Q4 2020 reporting requirements.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Frequent review and reporting of the City's assets and investment vehicles is both prudent and necessary to verify that the City's investment portfolio is being managed according to the investment policy.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The investment portfolio shall be managed in accordance with the objectives specified in the investment policy (safety, liquidity, diversification, and yield). The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates.

LEGAL ANALYSIS:

Not applicable at this time.

RECOMMENDATION/PROPOSED MOTION:

This presentation is for informational purposes only and to comply with requirements under Texas Government Code Section 2256.023 and the City's Investment Policy.

Financial Update and Quarterly Investment Report

City of Fair Oaks Ranch

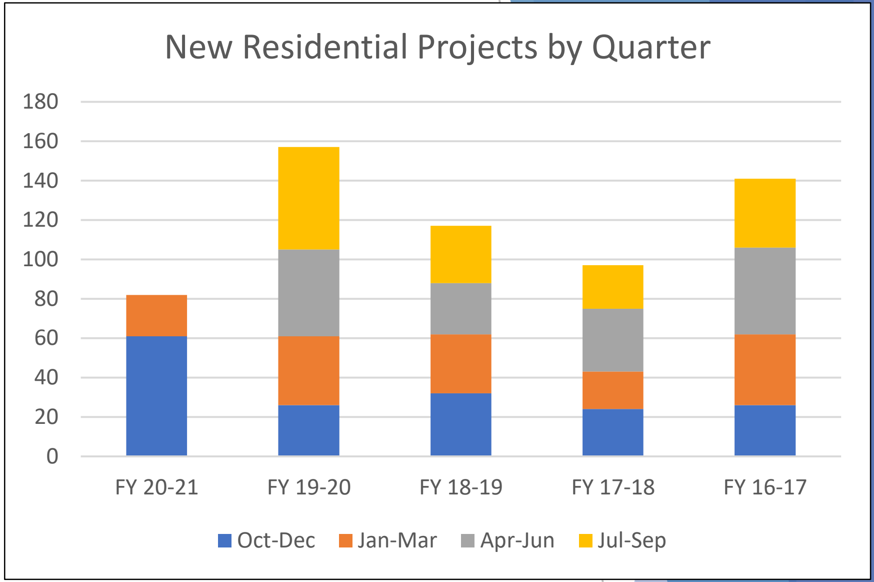
March 4, 2021

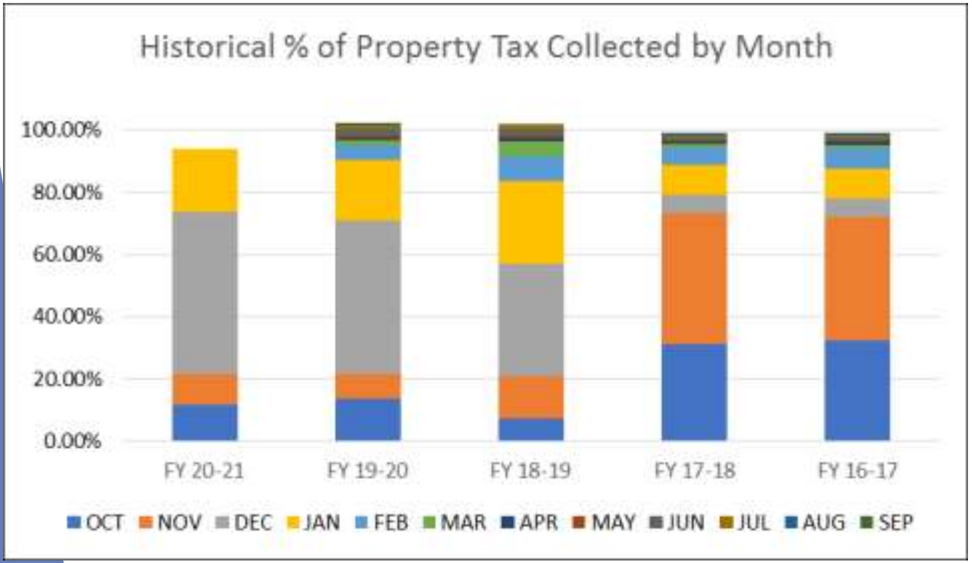
General Fund

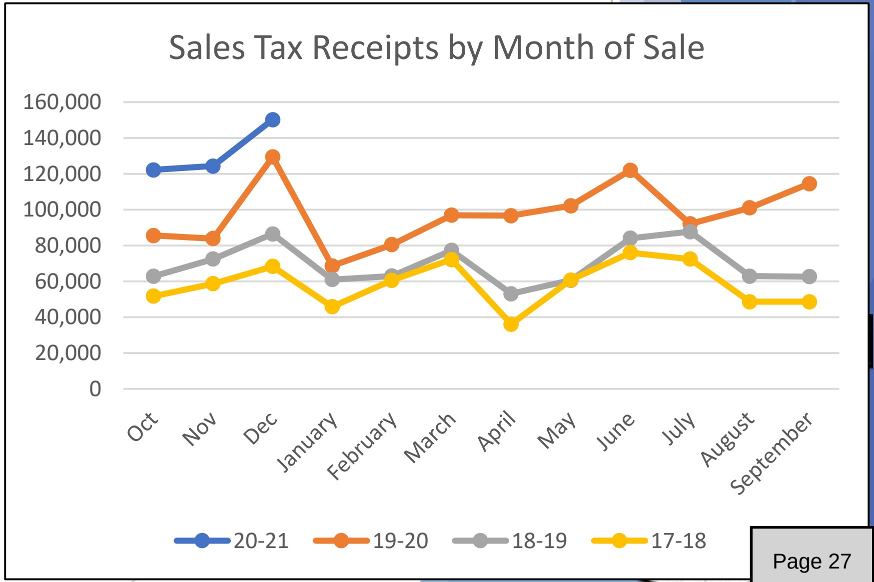
General Fund Highlights

Through Jan 31

- 93.8% of Budgeted Ad Valorem Tax levy collected through January.
- 55% of Budgeted Sales Tax Revenue collected through December sales.
- Sales Tax collections are $97,917 higher this year from the same time last year.







General Operations Year-to-Date Summary
January 31, 2021
33.34% of Fiscal Year

	Original Budget	Budget Adjustments	Amended Budget	Projection	Amended Budget vs Projection		Year-to Date Actual	Percent of Budget	Budget Balance
Revenues:									
Taxes	6,161,691	423,237	6,584,928	6,584,928	-		5,371,899	81.6%	(1,213,029)
Franchise Fees	632,700	-	632,700	632,700	-		45,041	7.1%	(587,659)
Interest	69,000	-	69,000	69,000	-		4,522	6.6%	(64,479)
Permits	242,750	-	242,750	255,346	12,596	(a)	159,680	65.8%	(83,070)
Animal Control	3,400	-	3,400	3,400	-		185	5.4%	(3,215)
Fines & Forfeitures	100,263	-	100,263	110,263	10,000	(b)	46,510	46.4%	(53,753)
Fees & Services	268,711	-	268,711	267,911	(800)	(c)	107,146	39.9%	(161,565)
Miscellaneous Income	18,400	-	18,400	149,610	131,210	(d)	115,769	629.2%	97,369
Transfers	240,000	165,648	405,648	365,449	(40,199)		152,232	37.5%	(253,416)
Total Available Resources	**7,736,915**	**588,885**	**8,325,800**	**8,438,606**	**112,806**		**6,002,984**	**72.10%**	**(2,322,816)**
Expenditures:									
Personnel	4,751,988	110,372	4,862,360	4,817,072	(45,288)	(e)	1,306,928	26.88%	3,555,432
Supplies, Maintenance & Operations	702,325	20,464	722,789	741,325	18,536	(f)	80,008	11.07%	642,781
Professional Services	1,243,318	61,120	1,304,438	1,305,363	925		444,282	34.06%	860,157
Shared Services	371,466	29,750	401,216	380,199	(21,017)	(g)	181,364	45.20%	219,852
Capital Outlay	240,000	177,827	417,827	377,828	(39,999)		152,855	36.58%	264,973
Debt Service	-	-	-	-	-		-	0.00%	-
Transfers & Non-Cash Adjustments	442,993	15,000	457,993	457,993	-		442,993	96.72%	15,000
Total Expenditures	**7,752,090**	**414,533**	**8,166,623**	**8,079,780**	**(86,843)**		**2,608,429**	**31.94%**	**5,558,194**
Transfer to 6 month Reserve	157,251			157,251	-		160,597		
Allocated Fund Balance	(184,539)			(184,539)	-				
Restricted Fund Balance	12,113			(7,787)	(19,900)		(423)		
Use of Fund Balance				(16,823)	(16,823)		(16,823)		
Change in Unallocated Fund Balance				410,724	410,724		3,251,204		
Surplus/(Deficit)	-	-	-	-	-		-		

NOTES

(a) Decreased projection for waiver of Health Permits.

(b) Projection includes an increase in court fines based on current year-to-date actuals.

(c) MDD Mgmt fee higher than budgeted offset with a decrease in Civic Center rentals.

(d) Projection includes a prior year refund for WebEx, disposal of a patrol vehicle and expected COVID-19 relief funds.

(e) Workers Compensation annual premium paid; received more favorable rates than prior year.

(f) Projection includes COVID-19 related supplies not budgeted, will be receiving COVID-19 relief funds to offset.

(g) Received more favorable rates for Liability insurance premiums than prior year.

Reminder of General Fund Unallocated Fund balance from prior year, current year budget surplus, and pending projects.

▶ Projected 2019-20 Unallocated Fund Balance	$1,309,007
▶ Projected 2020-21 Grant Reimbursements	$ 207,797
▶ Projected 2020-21 Surplus	$ 410,724
▶ Projected Available for Projects	$1,927,528

Potential Projects:	Budget Amendment Estimate
• Annual Street Maintenance	$77,910
• City Council Retreat Facilitation	TBD
• Drainage Repair at Rocking Horse	$100,000
• Phase 1 Stormwater Projects	$2.14 M
• 1 month operating expense	$603,663

General Fund Strategic and Capital Projects

January 31, 2021

33.34% of Fiscal Year

Item #8.

	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance
Beginning Fund Balance	**1,006,190**		**1,006,190**	**1,154,394**	**1,154,394**		**1,006,190**
Revenues:							
Grant Funding	600,000		600,000	600,000	-	0%	600,000
Transfer from General Fund	152,500	15,000	167,500	167,500	152,500	91%	15,000
Total Revenue	**752,500**	**15,000**	**767,500**	**767,500**	**152,500**	**19.9%**	**615,000**
Financial Integrity							
Master Drainage Plan	-		-	-	-	0%	-
MS4 and SSO Permitting	-		-	-	-	0%	-
Stormwater Funding	-	77,729	77,729	77,729	12,050	16%	65,679
Revenue Projections	-		-	-	-	0%	-
Internal Controls Framework	-		-	-	-	0%	-
Debt Review & Policy Implementation	-		-	-	-	0%	-
Grants & Utilities Reporting	10,000		10,000	10,000	-	0%	10,000
Financial Mgmt Policy Review	-		-	-	-	0%	-
Stormwater Utility Cost Center	50,000		50,000	50,000	-	0%	50,000
Total Financial Integrity	60,000	77,729	137,729	137,729	12,050		125,679
Responsible Growth Management	-		-				
Comprehensive Plan & UDC	-		-	-	-	0%	-
FM 3351 Owners Rep & Project Mgr	-		-	-	-	0%	-
Drainage Criticality	-		-	-	-	0%	-
MS4 Program	-		-	-	-	0%	-
City Right of Way Beautification	10,000		10,000	10,000	-	0%	10,000
Tree Preservation and Oak Wilt Program	15,000		15,000	15,000	-	0%	15,000
Total Responsible Growth Management	25,000	-	25,000	25,000	-		25,000
Reliable & Sustainable Infrastructure							
Long-term Road Cond Analysis	-	32,754	32,754	32,754	21,278	65%	11,476
City Hall Building Renovation	600,000		600,000	600,000	-	0%	600,000
City Campus Outbuilding Reno	436,729		436,729	436,729	2,850	1%	433,879
Total Reliable & Sustainable Infrastructure	1,036,729	32,754	1,069,483	1,069,483	24,128		1,045,355

General Fund Strategic and Capital Projects (continued)

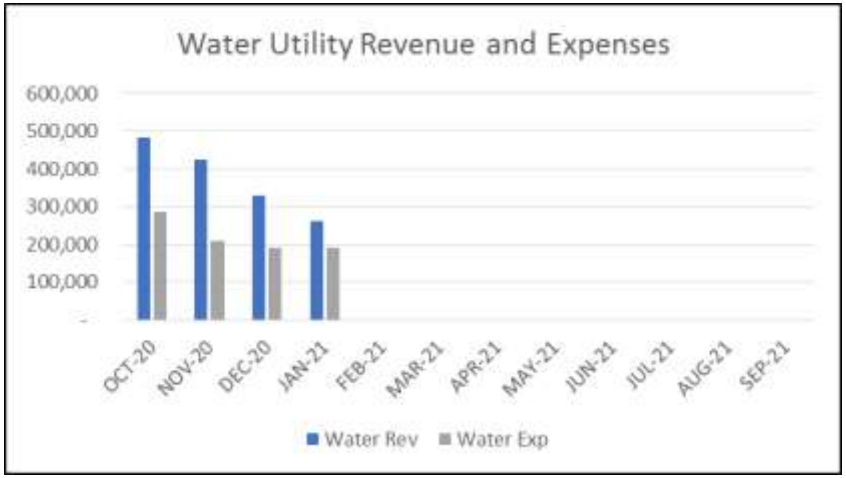
January 31, 2021

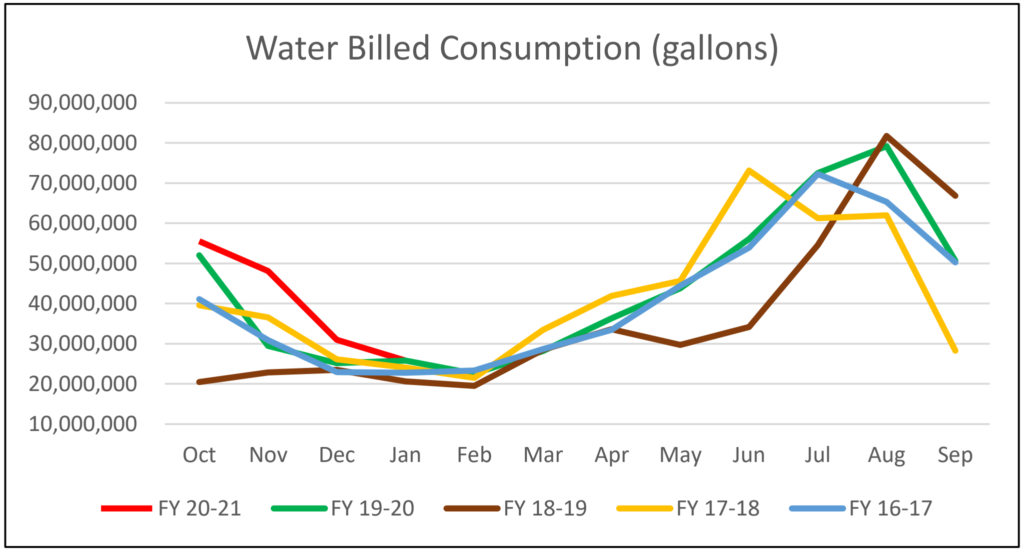
33.34% of Fiscal Year

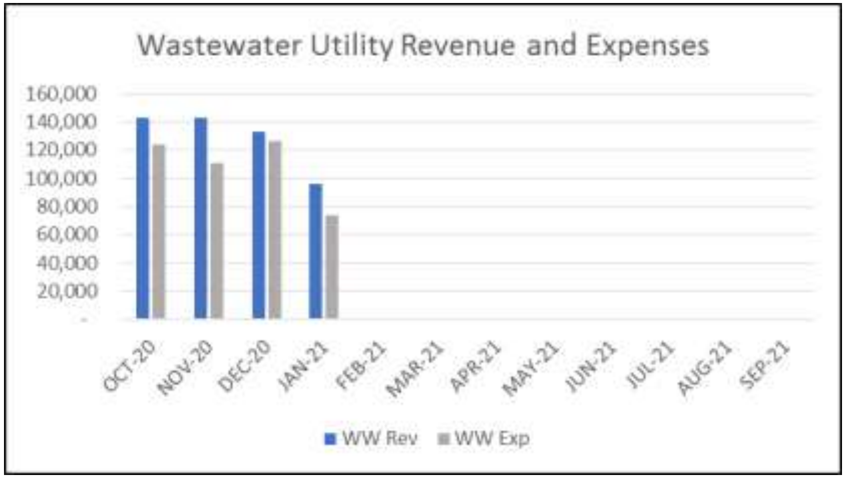
	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance
Public Health, Safety and Welfare							
PS Command Structure Review	25,000		25,000	25,000	-	0%	25,000
Fire Services Program Review	25,000		25,000	25,000	-	0%	25,000
EMS Program Review	25,000		25,000	25,000	-	0%	25,000
Total Public Health, Safety and Welfare	75,000	-	75,000	75,000	-		75,000
Operational Excellence							
Compensation & Benefit Plan Study	-	-	-	-	-	0%	-
Employee Handbook	-	3,034	3,034	3,034	-	0%	3,034
HR Technology Upgrade	-		-	-	-	0%	-
Development Training Program	-		-	-	-	0%	-
Communications & Mktg Strategy	29,000		29,000	29,000	5,023	17%	23,978
Records Management	-	7,850	7,850	7,850	-	0%	7,850
IT Risk Analysis	166,185		166,185	166,185	69,763	42%	96,422
Public Communications Technology	-		-	-	-	0%	-
City Records Digitization	26,000		26,000	26,000	-	0%	26,000
Agenda and Minutes Software Program	10,000		10,000	10,000	-	0%	10,000
Ticketing with GIS Compatibility	12,500		12,500	12,500	-	0%	12,500
Total Operational Excellence	243,685	10,884	254,569	254,569	74,786		179,783
Capital Outlays							
Infrastructure	-			-	-	0%	-
Personal Property	261,000		261,000	261,000	3,806	1%	257,194
Total Capital Outlays	261,000	-	261,000	261,000	3,806		257,194
Total Expenditures	**1,701,414**	**121,367**	**1,822,781**	**1,822,781**	**114,770**	**6.3%**	**1,708,011**
Revenue Over / (Under) Expenditures	**(948,914)**	**(106,367)**	**(1,055,281)**	**(1,055,281)**	**37,730**	**-3.6%**	**(1,093,0[illegible]**
Ending Fund Balance	**57,276**	**(106,367)**	**(49,091)**	**99,113**	**1,192,124**		**(86,821)**

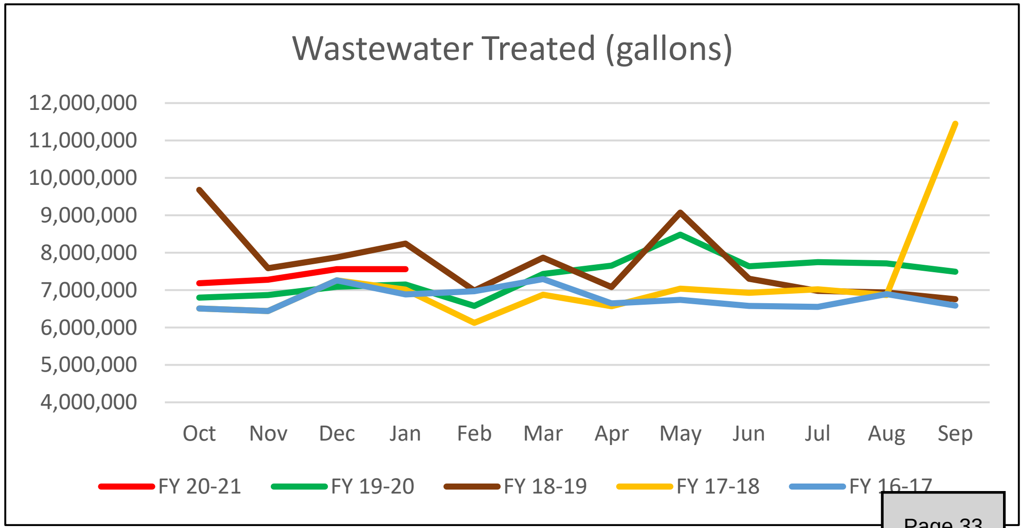
Enterprise Fund

Enterprise Fund Highlights









Combined Utilities
January 31, 2021
33.34% of Fiscal Year

	Budget	Budget Amendments	Amended Budget	Projection	Projection to Budget	Year-to-Date Actual	Percent of Budget	Budget Balance	
Revenues	5,402,116	-	5,402,116	5,604,007	201,891	2,011,603	37.2%	(3,390,513)	Projection includes increase in Impact Fee Revenue.
Operating Expenses			-						
Personnel	1,546,010	-	1,546,010	1,533,156	(12,854)	409,746	26.5%	1,136,264	
Supplies, Maintenance & Operatior	2,458,988	-	2,458,988	2,410,616	(48,372)	752,136	30.6%	1,706,852	Projection includes decrease of Stormwater Utility expenses.
Services	217,604	-	217,604	265,011	47,407	143,274	65.8%	74,330	Projection includes increase for water rights legal fees.
Total Operating Expenses	4,222,602	-	4,222,602	4,208,783	(13,819)	1,305,156		2,917,446	
Operating Income	1,179,513	-	1,179,513	1,395,224	215,710	706,447		(473,067)	
Capital Outlay	1,610,838	173,790	1,784,628	1,823,808	39,180	104,129	5.8%	1,680,499	
Lease Interest Expense	81,040	-	81,040	21,824	(59,216)	9,552	11.8%	71,488	
Transfers & Non-Cash	(290,069)	(15,000)	(305,069)	(506,201)	(201,132)	-	0.0%	(305,069)	
Net Income/(Loss)	**(222,293)**	**(158,790)**	**(381,086)**	**55,793**	**278,086**	**592,765**		**973,851**	

Water Utility Fund Summary
January 31, 2021
33.34% of Fiscal Year

	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	
Water Revenues	3,951,644	-	3,951,644	4,226,084	1,497,363	37.9%	(2,454,281)	
Water Operating Expenses								
Personnel	836,075	-	836,075	828,757	219,905	26.3%	616,170	Workers Compensation annual premium paid; received more favorable rates than PY.
Supplies, Maintenance & Operations	1,733,967	-	1,733,967	1,733,870	532,946	30.7%	1,201,021	
Services	117,908	-	117,908	182,908	118,302	100.3%	(394)	Water rights legal and professional fees not budgeted.
Total Water Operating Expenses	2,687,950	-	2,687,950	2,745,534	871,152		1,816,798	
Operating Income	1,263,694	-	1,263,694	1,480,550	626,211		(637,483)	
Capital Outlay	1,219,588	173,790	1,393,378	1,429,470	101,042	7.3%	1,292,336	See Schedule Below
Debt Service Expense	68,074	-	68,074	18,332	8,024	11.8%	60,050	
Transfers & Non-Cash	(407,046)	(30,000)	(437,046)	(638,178)	-	0.0%	(437,046)	Asset transfer to B/S once all invoices are in.
Net Income/(Loss)	**383,078**	**(143,790)**	**239,288**	**670,926**	**517,145**		**277,857**	

	Budgeted	Budget Amendment	Amended Budget	Projected	Actual	YTD Actual Surplus/Deficit	Status
Water CIP							
North Elevated Storage Tank	323,528	158,790	482,318	482,318	-	482,318	PY unspent budget rolled forward for this project.
Creek Crossings West Waterline	245,000	-	245,000	273,092	-	245,000	
Plant 2 HydroTank	364,810	-	364,810	364,810	21,142	343,668	
Improve Use of SCADA Data	150,000	-	150,000	158,000	79,900	70,100	
GIS Compatible Work Order System	6,250	-	6,250	6,250	-	6,250	
Utility Rate Study	75,000	-	75,000	75,000	-	75,000	
EPA Risk Assessment	50,000	-	50,000	50,000	-	50,000	
	1,214,588	158,790	1,373,378	1,409,470	101,042	1,272,336	
Water Operations							
Utility lights	5,000	-	5,000	5,000	-	5,000	
Towable Manlift		15,000	15,000	15,000		15,000	PY budgeted purchases made this year due to supply chain issues.
	5,000	15,000	20,000	20,000	-	20,000	
Total Capital Outlay	1,219,588	173,790	1,393,378	1,429,470	101,042	1,292,336	
	-	-	-	-	-	-	

Wastewater Utility Fund Summary
January 31, 2021
33.34% of Fiscal Year

Item #8.

	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	
Wastewater Revenues	1,168,461	-	1,168,461	1,377,923	514,240	44.0%	(654,221)	
Wastewater Operating Expenses								
Personnel	709,936	-	709,936	704,399	189,841	26.7%	520,095	
Supplies, Maintenance & Operations	673,994	-	673,994	676,747	219,190	32.5%	454,804	
Services	82,103	-	82,103	82,103	24,973	30.4%	57,131	
Total Wastewater Operating Expenses	1,466,033	-	1,466,033	1,463,249	434,004		1,032,029	
Operating Income	(297,572)	-	(297,572)	(85,326)	80,236		377,808	
Capital Outlay	391,250	-	391,250	394,338	3,088	0.8%	388,163	See Schedule Below
Debt Service Expense	12,966	-	12,966	3,492	1,528	11.8%	11,438	
Transfers & Non-Cash	206,977	-	206,977	206,977	-	0.0%	206,977	
Net Income/(Loss)	**(908,765)**	**-**	**(908,765)**	**(690,132)**	**75,620**		**984,385**	

	Budgeted	Budget Amendment	Amended Budget	Projection	YTD Actual	Surplus / (Deficit)	Status
Wastewater CIP Fund							
Project Development	-	-	-	-	-	-	
Impact Fee Study	-	-	-	-	-	-	
Digester Planning	-	-	-	3,088	3,088	(3,088)	PY unspent budget rolled forward for this project.
Future WWTP	200,000	-	200,000	200,000	-	200,000	
GIS Compatible Work Order Syste	6,250	-	6,250	6,250	-	6,250	
Utility Rate Analysis	75,000	-	75,000	75,000	-	75,000	
Project Development	-	-	-	-	-	-	
EPA Risk Assessment	50,000	-	50,000	50,000	-	50,000	
	331,250	-	331,250	334,338	3,088	328,163	
Wastewater Operations							
Replacement Pump	5,000	-	5,000	5,000	-	5,000	
Replacement Pump	5,000	-	5,000	5,000	-	5,000	
Replacement Pump	5,000	-	5,000	5,000	-	5,000	
Pump	45,000		45,000	45,000	-	45,000	
	60,000	-	60,000	60,000	-	60,000	
Total budgeted purchases	391,250	-	391,250	394,338	3,088	388,163	
	-	-	-	-	-	-	

Item #8.

Stormwater Utility Fund Summary
January 31, 2021
33.34% of Fiscal Year

	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance
Stormwater Revenues	282,012		282,012	-	-	0.0%	282,012
Stormwater Operating Expenses							
Personnel	-		-	-	-	0.0%	-
Supplies, Maintenance & Operations	51,028		51,028	-	-	0.0%	51,028
Services	17,593		17,593	-	-	0.0%	17,593
Total Stormwater Operating Expenses	68,621	-	68,621	-	-		68,621
Operating Income	213,391		213,391	-	-		213,391
Capital Outlay	-		-	-	-	0.0%	-
Lease Interest Expense	-		-	-	-	0.0%	-
Transfers & Non-Cash	15,614		15,614	-	-	0.0%	15,614
Net Income/(Loss)	**197,777**	**-**	**197,777**	**-**	**-**		**197,777**

Utility Fund
Equipment and Vehicle Replacement
January 31, 2021
33.34% of Fiscal Year

	Budget	Budget Amendment	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
Revenues:								
Transfer from Water Division	45,000		45,000	45,000	30,000	67%	15,000	Annual transfer not made yet.
Transfer from Wastewater Division	45,000		45,000	45,000	45,000	100%	-	Annual transfer not made yet.
Transfer from Stormwater Utility	15,614		15,614	-	-	0%	15,614	
Total Revenue	**105,614**	**-**	**90,000**	**90,000**	**75,000**		**30,614**	
Transfers								
Transfer to Water for Purchases	-	15,000	15,000	15,000	-	0%	15,000	Towable man lift
Transfer to Wastewater for Purchases	-	-	-	-	-	0%	-	
Total Transfers Costs	-	15,000	15,000	15,000	-		15,000	
Total Expenditures	**-**	**15,000**	**15,000**	**15,000**	**-**		**15,000**	
Net Income (Loss)	**105,614**	**(15,000)**	**75,000**	**75,000**	**75,000**		**15,614**	

Investment Report

Investment Report Q4 2020

Investment Inventory
10/01/2020 - 12/31/2020

Governmental Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity
Pool (Texpool 004) General	0.116%	11,729,212	3,276,588	3,461	15,009,261	15,009,261	36 days
Pool (Texpool 007) Debt Service	0.116%	8,558	-	2	8,560	8,560	36 days
TOTAL		11,737,770	3,276,588	3,463	15,017,821	15,017,821	-

Utility Fund Investments

Security	Yield	Beg Bal	Transfers In/Out	Interest Earnings	Ending Bal	Ending Market	Weighted Avg Maturity
Pool (Texpool 001) Utility	0.116%	1,135,121	-	331	1,135,452	1,135,452	36 days
Pool (Texpool 002) Water Cap	0.116%	179,344	-	52	179,396	179,396	36 days
Pool (Texpool 003) Sewer Cap	0.116%	84,286	-	25	84,311	84,311	36 days
Pool (Texpool 005) 1997 CO	0.116%	-	-	-	-	-	36 days
TOTAL		1,398,750	-	409	1,399,159	1,399,159	-

This report is in compliance with the City's Investment Policy Section 9 and 11 and Texas Government Code Section 2256.023.

Transfers In/Out

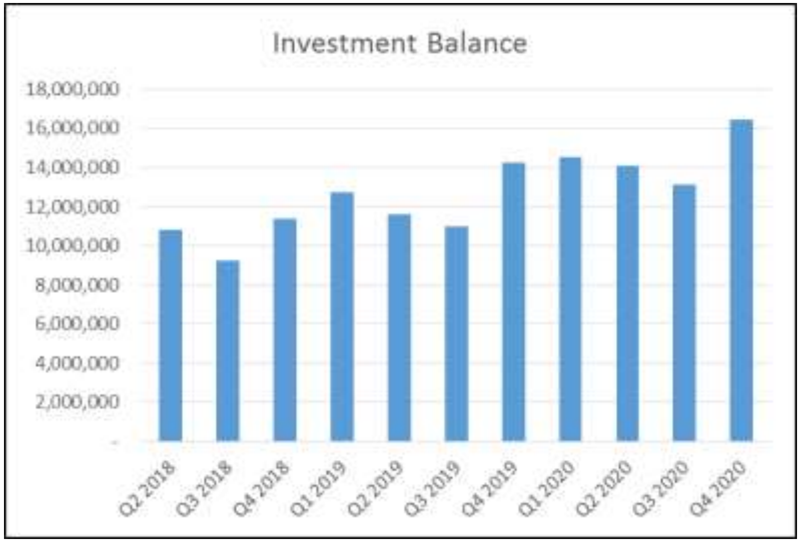
Transfers out of Texpool accounts represent vendor payments made, or funding of city operations by transfering funds to the City's operating cash account.

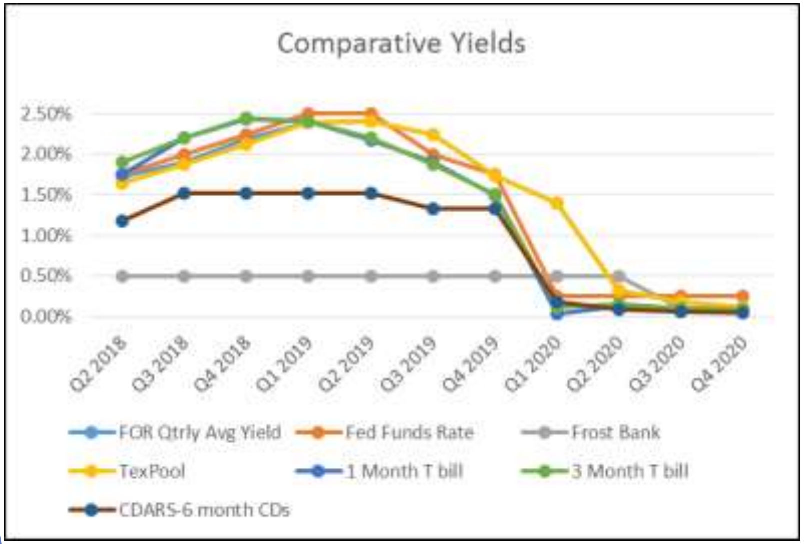
Transfers into Texpool accounts represent deposits of property tax revenue.

*Weighted Average Maturity

Per the city's investment policy, the city will not directly invest in securities maturing more than 13 months from the date of purchase. Reserve funds may be invested in securities up to 2 years. The Weighted Average Maturity of these investments is in compliance with the city's policy.

Investment Report Q4 2020





CITY OF FAIR OAKS RANCH TEXAS