



City of Wimberley

221 Stillwater, Wimberley, Texas 78676

REGULAR CITY COUNCIL MEETING
WIMBERLEY CITY HALL – CITY COUNCIL CHAMBERS
221 STILLWATER, WIMBERLEY, TEXAS 78676
THURSDAY, MARCH 3, 2022 - 6:00 PM

AGENDA

1. **CALL TO ORDER** March 3, 2022, at 6:00 PM
2. **CALL OF ROLL** City Secretary, Laura Calcote
3. **INVOCATION** Cypress Creek Church Reverend, Jose Abaroa
4. **PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**
5. **CITIZENS COMMUNICATIONS**
The City Council welcomes comments from the general public on issues and items of concern, not on this agenda. Those wishing to speak must sign-in before the meeting begins and observe a three-minute time limit when addressing Council. Speakers will have one opportunity to speak during the time period. Speakers desiring to speak on an agenda item will be allowed to speak when the agenda item is called. Inquiries about matters not listed on the agenda will either be directed to staff or placed on a future agenda for Council consideration. Comments from speakers should not be directed towards any specific member of City Council or City staff. Comments should not be accusatory, derogatory or threatening in nature.
6. **PRESENTATION AND POSSIBLE ACTION**
 - 6.1. Presentation and possible action regarding the City of Wimberley Annual Financial and Compliance Report for the Fiscal Year ending September 30, 2021. (Neffendorf & Blocker, P.C.)
7. **CONSENT AGENDA**
 - 7.1. Approval of minutes from the Regular City Council Meeting held February 17, 2022.
 - 7.2. Approval of the October 2021 Financial Statements for the City of Wimberley.
 - 7.3. Approval of the November 2021 Financial Statements for the City of Wimberley.
 - 7.4. Approval of the December 2021 Financial Statements for the City of Wimberley.
8. **DISCUSSION AND POSSIBLE ACTION**
 - 8.1. Discuss and consider possible action regarding Ordinance No. 2022-03, declaring unopposed

candidates in the May 7, 2022 General Election elected to office; canceling the General Election; providing for severability, conflicting provisions, governing law, proper notice and open meetings, and an effective date. *(City Secretary, Laura Calcote)*

8.2. Discuss and consider possible action regarding the Emergency Operations Plan. *(City Administrator, Mike Boese)*

8.3. Discuss and consider possible action to award a bid to HdL Companies for Short-Term Rental Administration and Collection of Hotel Occupancy Tax. *(City Administrator, Mike Boese)*

9. **EXECUTIVE SESSION** In accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council may convene in a closed session. After the Executive Session, discussion on any of the following items, any final action or vote taken will be in public.

9.1. Executive Session pursuant to Texas Government Code, Section 551.074 (Personnel Matters) City Council will meet to discuss the City Secretary/Municipal Court Clerk position.

10. **OPEN SESSION**

10.1. Discussion and possible action resulting from Executive Session.

11. **CITY COUNCIL REPORTS**

11.1. Announcements

11.2. Future agenda items

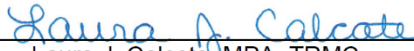
12. **ADJOURNMENT**

The City Council may retire into Executive Session at any time between the meeting's opening and adjournment for the purpose of discussing any matters listed on the agenda as authorized by the Texas Government Code including, but not limited to, homeland security pursuant to Chapter 418.183 of the Texas Government Code; consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion about real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberations about gifts and donations pursuant to Chapter 551.076 of the Texas Government Code; discussion of economic development pursuant to Chapter 551.087 of the Texas Government Code; action, if any, will be taken in open session.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. The members of the boards, commissions and/or committees may be permitted to participate in discussion on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at Wimberley City Hall, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofwimberley.com, in compliance with Chapter 551, Texas Government Code, on Monday, February 28, 2022, by 6:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.


Laura J. Calcote, MPA, TRMC
City Secretary

The City of Wimberley is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact City Secretary Laura Calcote at (512) 847-0025 two business days in advance of the meeting for appropriate arrangements.





City of Wimberley

221 Stillwater, Wimberley, Texas 78676

REGULAR CITY COUNCIL MEETING
WIMBERLEY CITY HALL – CITY COUNCIL CHAMBERS
221 STILLWATER, WIMBERLEY, TEXAS 78676
THURSDAY, FEBRUARY 17, 2022 - 6:00 PM

MINUTES

1. **CALL TO ORDER** February 17, 2022, at 6:00 PM

Mayor, Gina Fulkerson, called the meeting to order on February 17, 2022, at 6:00 p.m.

2. **CALL OF ROLL** City Secretary, Laura Calcote

Council Members Present:

Gina Fulkerson, Mayor
Rebecca Minnick, Place One
Teresa Shell, Place Two
Christine Byrne, Place Three
Jim Chiles, Place Four
David Cohen, Place Five

City Staff Present:

Mike Boese, City Administrator
Laura Calcote, City Secretary
Charlie Zech, City Attorney
Nathan Glaiser, Planning & Development Coordinator

3. **INVOCATION** Chapel in the Hills Representative, Dick Adams

Chapel in the Hills Layman, Dick Adams, gave the invocation.

4. **PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**

Mayor, Gina Fulkerson, led the pledges to the United States and Texas flags.

5. **CITIZENS COMMUNICATIONS**

The City Council welcomes comments from the general public on issues and items of concern, not on this agenda. Those wishing to speak must sign-in before the meeting begins and observe a three-minute time limit when addressing Council. Speakers will have one opportunity to speak during the time period. Speakers desiring to speak on an agenda item will be allowed to speak when the agenda item is called. Inquiries about matters not listed on the agenda will either be directed to staff or placed on a future agenda for Council consideration. Comments from speakers should not be directed towards any specific member of City Council or City staff. Comments should not be accusatory, derogatory or threatening in nature.

There were no citizen comments.

6. PROCLAMATIONS

- 6.1. Proclamation of the City of Wimberley, Texas proclaiming the month of February 2022 as Dating Violence Awareness and Prevention Month for teens and young adults. (*Hays-Caldwell Women's Center*)

Hays-Caldwell Women's Center Counseling and Resource Program Director, Jennifer Wicker, thanked Council for their ongoing support of the organization. Mayor, Gina Fulkerson, read aloud the proclamation.

- 6.2. Proclamation of the City of Wimberley, Texas proclaiming February 22, 2022 as "President George Washington Day." (*William Hightower Chapter of the Sons of the American Revolution*)

William Hightower Chapter of the Sons of the American Revolution Representative, Joe Cox, addressed Council regarding the celebration of George Washington's birthday. Mayor, Gina Fulkerson, read aloud the proclamation.

7. PRESENTATIONS AND POSSIBLE ACTION

- 7.1. Presentation regarding the Night Sky Friendly Business Award for Blue Hole Regional Park. (*Wimberley Dark Sky Committee*)

Wimberley Dark Sky Committee Representative, Greg Webb, presented a plaque to City Council, designating Blue Hole Regional Park as a night-sky friendly business. Mr. Webb also spoke concerning dark sky initiatives throughout the Wimberley Valley.

- 7.2. Presentation and consider possible action regarding the City of Wimberley's Quarterly Investment Report for the first quarter of Fiscal Year 2022. (*City Administrator, Mike Boese*)

Motion to approve the City of Wimberley's Quarterly Investment Report for the first quarter (October-December 2021) of Fiscal Year 2022, as presented, was made by Council Member Christine Byrne. Motion was seconded by Council Member Teresa Shell. Motion carried unanimously (5-0).

8. CONSENT AGENDA

Motion to approve the Consent Agenda, as presented, was made by Council Member Christine Byrne. Motion was seconded by Council Member Rebecca Minnick. Motion carried unanimously (5-0).

- 8.1. Approval of minutes from the Regular City Council Meeting held December 16, 2021.
- 8.2. Approval of minutes from the Regular City Council Meeting held January 6, 2022.
- 8.3. Approval of minutes from the Special City Council Meeting held February 7, 2022.

- 8.4. Approval of Mayor Gina Fulkerson's appointment of Natalie Meeks to the Hotel Occupancy Tax Advisory Committee.
- 8.5. Approval of Place Four Council Member Jim Chiles's appointment of Bruce Levinson to the Hotel Occupancy Tax Advisory Committee.
- 8.6. Approval of Place Two Council Member Teresa Shell's appointment of Chris Herndon to the Hotel Occupancy Tax Advisory Committee.
- 8.7. Approval of Place One Council Member Rebecca Minnick's appointment of Jennifer Ober to the Hotel Occupancy Tax Advisory Committee.
- 8.8. Approval of Place Five Council Member David Cohen's appointment of Mac McCullough to the Hotel Occupancy Tax Advisory Committee.
- 8.9. Approval of Place Three Council Member Christine Byrne's appointment of Helena Hauk to the Hotel Occupancy Tax Advisory Committee.
- 8.10. Approval of consensus appointment of Scott Way to the Hotel Occupancy Tax Advisory Committee.

9. CITY STAFF REPORT

- 9.1. City Administrator Report
 - City Sales Tax
 - Wastewater System Project

City Administrator, Mike Boese, advised Council the City had received a record amount of sales tax for February 2022 and was in good financial shape for the current fiscal year. Additionally, Mr. Boese updated the Council regarding the status of the Central Wimberley Wastewater System. To date, 63 full connections had been made to the system, 9 connections were delayed because of engineering review, 11 properties were in the process of connecting and 13 customers had yet to start the connection process. There were a total of 107 accounts, four of those being City of Wimberley connections and seven included customers with no water service. Furthermore, the City had collected \$23,570 in December 2021 for the users that were connected to the system and the City was still waiting on reimbursement from the Texas Water Development Board for a few invoices.

10. PUBLIC HEARINGS AND POSSIBLE ACTION

- 10.1. Hold a public hearing and take possible action regarding case CUP-22-001, an application for a

Conditional Use Permit to allow for the operation of a Vacation Rental (STR2) on a property located at 13285 Ranch Road 12, Wimberley, Hays County, Texas. (*Applicant: Johanna Cromwell*)

Planning and Development Coordinator, Nathan Glaiser, presented the application for a vacation rental. The Planning and Zoning Commission unanimously recommended approval of the application at their February 10th meeting, with an added condition that all renters must be notified that the property lies within the floodplain.

Mayor, Gina Fulkerson, opened the public hearing at 6:39 p.m.

There were no comments.

Mayor, Gina Fulkerson, closed the public hearing at 6:39 p.m.

Motion to approve case CUP-22-001, an application for a Conditional Use Permit to allow for the operation of a Vacation Rental (STR2) on a property located at 13285 Ranch Road 12, Wimberley, Hays County, Texas, with the condition that all renters must be notified that the property lies within the floodplain, was made by Council Member Christine Byrne. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).

- 10.2. Hold a public hearing and take possible action regarding case CUP-22-003, an application for a Conditional Use Permit to allow for the operation of a Vacation Rental (STR2) on a property located at 40 La Buena Vista, Wimberley, Hays County, Texas. (*Applicants: Robert & Brandy Fox*)

This item was pulled by the applicant prior to the meeting.

11. DISCUSSION AND POSSIBLE ACTION

- 11.1. Discuss and consider possible action regarding the City of Wimberley Investment Policy. (*City Administrator, Mike Boese*)

Motion to approve the City of Wimberley Investment Policy, as presented, was made by Council Member Jim Chiles. Motion was seconded by Council Member Rebecca Minnick. Motion carried unanimously (5-0).

12. CITY COUNCIL REPORTS

- 12.1. Announcements

City Secretary, Laura Calcote, reminded Council about the upcoming Appreciation Dinner set for Thursday, February 24th, at 6 p.m.

- 12.2. Future agenda items

None.

13. ADJOURNMENT

Motion to adjourn the meeting at 6:45 p.m. was made by Council Member Christine Byrne. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).

RECORDED BY:

Laura J. Calcote, City Secretary



APPROVED BY:

Gina V. Fulkerson, Mayor

DRAFT

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	179,209.40	179,209.40	2,156,757.00	1,977,547.60	91.69%	0.00	2,014,321.98
Revenue Totals	179,209.40	179,209.40	2,156,757.00	1,977,547.60	91.69%	0.00	2,014,321.98
Expense Summary							
15-Administration	271,620.02	271,620.02	987,926.00	716,305.98	72.51%	0.00	893,694.95
16-Legal	10,963.68	10,963.68	100,000.00	89,036.32	89.04%	0.00	92,074.87
17-Council/Board	15,915.92	15,915.92	131,700.00	115,784.08	87.92%	0.00	79,053.47
18-Building	1,365.00	1,365.00	38,000.00	36,635.00	96.41%	0.00	34,360.25
21-Public Safety	4,350.00	4,350.00	161,069.00	156,719.00	97.30%	0.00	66,727.23
25-Municipal Court	333.33	333.33	13,275.00	12,941.67	97.49%	0.00	4,024.96
30-Public Works	21,169.08	21,169.08	238,107.00	216,937.92	91.11%	0.00	143,970.86
31-Roads	7,264.65	7,264.65	102,000.00	94,735.35	92.88%	0.00	52,658.07
33-Water/Wastewater	2,959.60	2,959.60	10,000.00	7,040.40	70.40%	0.00	42,044.76
51-Community Center	13,367.31	13,367.31	146,180.00	132,812.69	90.86%	0.00	97,715.21
52-Parks	241.30	241.30	18,500.00	18,258.70	98.70%	0.00	1,820.91
Expense Totals	349,549.89	349,549.89	1,946,757.00	1,597,207.11	82.04%	0.00	1,508,145.54
Revenues Over(Under) Expenditures	(170,340.49)	(170,340.49)	210,000.00	0.00	0.00%	0.00	506,176.44

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
<u>Tax Revenue</u>							
15-5120 General Sales & Use Tax	106,309.26	106,309.26	1,285,657.00	1,179,347.74	91.73%	0.00	1,298,101.59
15-5131 Mixed Beverage Tax	0.00	0.00	25,000.00	25,000.00	100.00%	0.00	43,093.17
15-5171 Franchise Tax	57,874.15	57,874.15	275,000.00	217,125.85	78.95%	0.00	204,680.11
Total Tax Revenue	164,183.41	164,183.41	1,585,657.00	1,421,473.59	89.65%	0.00	1,545,874.87
<u>Licenses & Permits</u>							
15-5211 Beer & Wine Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,195.00
15-5212 Food Permits	150.00	150.00	11,000.00	10,850.00	98.64%	0.00	10,340.00
15-5213 Septic Permits	0.00	0.00	11,000.00	11,000.00	100.00%	0.00	16,760.00
15-5219 Sign Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	700.00
15-5221 Building Permits	3,440.40	3,440.40	30,000.00	26,559.60	88.53%	0.00	40,272.37
Total Licenses & Permits	3,590.40	3,590.40	54,000.00	50,409.60	93.35%	0.00	69,267.37
<u>Other Income</u>							
15-5340 Grant Funds	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	295,461.45
15-5611 Interest Revenues	231.18	231.18	3,000.00	2,768.82	92.29%	0.00	2,765.09
15-5701 Other/Misc	547.45	547.45	50,000.00	49,452.55	98.91%	0.00	22,985.06
Total Other Income	778.63	778.63	433,000.00	432,221.37	99.82%	0.00	321,211.60
<u>Service Fees</u>							
15-5410 CC Convenience Fees	10.51	10.51	1,100.00	1,089.49	99.04%	0.00	1,636.64
15-5413 Zoning	1,455.90	1,455.90	10,000.00	8,544.10	85.44%	0.00	15,839.65
15-5414 Subdivision Fees	4,075.55	4,075.55	3,000.00	(1,075.55)	(35.85%)	0.00	3,581.95
15-5416 Building Inspections	1,540.00	1,540.00	25,000.00	23,460.00	93.84%	0.00	30,760.00
15-5417 Bldg Plan Reviews	865.00	865.00	10,000.00	9,135.00	91.35%	0.00	11,724.90

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

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100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-5475 WCC Facility Rentals	2,710.00	2,710.00	30,000.00	27,290.00	90.97%	0.00	14,425.00
Total Service Fees	10,656.96	10,656.96	79,100.00	68,443.04	86.53%	0.00	77,968.14
<u>Court Costs, Fees & Charges</u>							
15-5411 Court Costs	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Court Costs, Fees & Charges	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Administration	179,209.40	179,209.40	2,156,757.00	1,977,547.60	91.69%	0.00	2,014,321.98
Total Revenue	179,209.40	179,209.40	2,156,757.00	1,977,547.60	91.69%	0.00	2,014,321.98

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
<u>Personnel Services</u>							
15-6110 S & W - City Administrator	9,384.61	9,384.61	122,000.00	112,615.39	92.31%	0.00	137,532.69
15-6120 S & W - City Secretary	5,399.54	5,399.54	70,194.00	64,794.46	92.31%	0.00	64,533.86
15-6130 S & W - Financial Clerk	3,635.20	3,635.20	47,262.00	43,626.80	92.31%	0.00	42,699.49
15-6210 Health Care	3,902.08	3,902.08	28,500.00	24,597.92	86.31%	0.00	17,450.85
15-6220 Payroll Taxes	1,364.52	1,364.52	18,800.00	17,435.48	92.74%	0.00	19,167.45
15-6230 TMRS Contribution	1,175.16	1,175.16	15,300.00	14,124.84	92.32%	0.00	9,729.93
15-6250 Unemployment Compensation	0.00	0.00	580.00	580.00	100.00%	0.00	144.00
15-6251 Workers Compensation	0.00	0.00	700.00	700.00	100.00%	0.00	0.00
Total Personnel Services	24,861.11	24,861.11	303,336.00	278,474.89	91.80%	0.00	291,258.27
<u>Other Services & Charges</u>							
15-6270 Annual/Assoc Dues	112.90	112.90	4,500.00	4,387.10	97.49%	0.00	2,624.37
15-6340 Technology Consultant	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	7,545.95
15-6370 Contract Services	5,189.00	5,189.00	20,000.00	14,811.00	74.06%	0.00	13,279.62
15-6411 Telephones	429.73	429.73	6,000.00	5,570.27	92.84%	0.00	5,323.65
15-6420 Office Cleaning	575.00	575.00	5,300.00	4,725.00	89.15%	0.00	6,819.95
15-6441 Storage Rent	100.00	100.00	1,200.00	1,100.00	91.67%	0.00	1,200.00
15-6443 Equipment Rent/Lease	567.68	567.68	5,900.00	5,332.32	90.38%	0.00	6,282.42
15-6500 Grant Expenditures	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	286,418.48
15-6520 Insurance	25,092.90	25,092.90	30,000.00	4,907.10	16.36%	0.00	23,650.70
15-6531 Public Notices	562.80	562.80	7,000.00	6,437.20	91.96%	0.00	7,427.29
15-6532 Office Tech/Software	6,351.93	6,351.93	38,500.00	32,148.07	83.50%	0.00	54,891.55
15-6540 Advertising	50.00	50.00	0.00	(50.00)	0.00%	0.00	248.80

City of Wimberley
Revenue and Expense Report
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100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6551 Printing	0.00	0.00	300.00	300.00	100.00%	0.00	242.47
15-6562 CC Processing Fees	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,401.47
15-6569 Vehicle Allowance/Moving Exp	500.00	500.00	6,000.00	5,500.00	91.67%	0.00	9,000.00
15-6570 Travel	1,165.75	1,165.75	3,000.00	1,834.25	61.14%	0.00	1,057.72
15-6571 Mileage	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	102.98
15-6572 Training	496.22	496.22	4,000.00	3,503.78	87.59%	0.00	753.00
15-6581 Refunds	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	3,845.00
15-6589 Records Management	125.05	125.05	0.00	(125.05)	0.00%	0.00	4,062.98
15-6651 Postage	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,357.22
15-6796 Capital Outlay - Winter Storm	125.55	125.55	0.00	(125.55)	0.00%	0.00	0.00
15-6903 COVID-19	110.00	110.00	0.00	(110.00)	0.00%	0.00	22,304.37
Total Other Services & Charges	41,554.51	41,554.51	527,200.00	485,645.49	92.12%	0.00	459,839.99
<u>Supplies & Maintenance</u>							
15-6410 Utilities	1,609.27	1,609.27	8,000.00	6,390.73	79.88%	0.00	8,258.37
15-6430 Bldg Repairs/Maintenance	379.73	379.73	3,000.00	2,620.27	87.34%	0.00	3,316.01
15-6442 Water Cooler	0.00	0.00	600.00	600.00	100.00%	0.00	501.34
15-6521 Security System	179.94	179.94	853.00	673.06	78.91%	0.00	908.53
15-6610 General Operating Supplies	295.00	295.00	3,542.00	3,247.00	91.67%	0.00	1,887.47
15-6660 Office Supplies	483.76	483.76	3,000.00	2,516.24	83.87%	0.00	2,904.52
15-6791 Capital Outlay - Technology	1,604.32	1,604.32	4,000.00	2,395.68	59.89%	0.00	919.98
15-6792 Capital Outlay - Other	3,992.50	3,992.50	10,000.00	6,007.50	60.08%	0.00	(507,750.46)
Total Supplies & Maintenance	8,544.52	8,544.52	32,995.00	24,450.48	74.10%	0.00	(489,054.24)
<u>Transfer Out</u>							

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6701 Interest and Sinking Transfer Out	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
15-6990 Operating Transfer Out	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	631,650.93
Total Transfer Out	196,659.88	196,659.88	124,395.00	(72,264.88)	(58.09%)	0.00	631,650.93
Total Administration	271,620.02	271,620.02	987,926.00	716,305.98	72.51%	0.00	893,694.95
16-Legal							
Other Services & Charges							
16-6350 Legal	10,963.68	10,963.68	100,000.00	89,036.32	89.04%	0.00	92,074.87
Total Other Services & Charges	10,963.68	10,963.68	100,000.00	89,036.32	89.04%	0.00	92,074.87
Total Legal	10,963.68	10,963.68	100,000.00	89,036.32	89.04%	0.00	92,074.87
17-Council/Board							
Other Services & Charges							
17-6320 Financial (Contract Svs)	2,700.00	2,700.00	16,200.00	13,500.00	83.33%	0.00	17,800.00
17-6330 Audit	0.00	0.00	19,000.00	19,000.00	100.00%	0.00	19,400.00
17-6541 Public Relations/Receptions	370.98	370.98	3,000.00	2,629.02	87.63%	0.00	3,533.72
17-6572 Training	3,744.94	3,744.94	7,000.00	3,255.06	46.50%	0.00	6,560.00
17-6590 Elections	0.00	0.00	6,500.00	6,500.00	100.00%	0.00	0.00
17-6591 Planning	9,100.00	9,100.00	40,000.00	30,900.00	77.25%	0.00	31,759.75
Total Other Services & Charges	15,915.92	15,915.92	91,700.00	75,784.08	82.64%	0.00	79,053.47
Expenditures							
17-6595 Code Revisions	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Council/Board	15,915.92	15,915.92	131,700.00	115,784.08	87.92%	0.00	79,053.47

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
18-Building							
<u>Other Services & Charges</u>							
18-6360 Contract Inspections	1,365.00	1,365.00	30,000.00	28,635.00	95.45%	0.00	32,110.25
18-6582 Site Plan Reviews	0.00	0.00	8,000.00	8,000.00	100.00%	0.00	2,250.00
Total Other Services & Charges	1,365.00	1,365.00	38,000.00	36,635.00	96.41%	0.00	34,360.25
Total Building	1,365.00	1,365.00	38,000.00	36,635.00	96.41%	0.00	34,360.25
21-Public Safety							
<u>Personnel Services</u>							
21-6170 Public Safety Salaries	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
21-6210 Health Care	0.00	0.00	9,500.00	9,500.00	100.00%	0.00	0.00
21-6220 Payroll Taxes	0.00	0.00	4,207.00	4,207.00	100.00%	0.00	0.00
21-6230 TMRS Contribution	0.00	0.00	3,509.00	3,509.00	100.00%	0.00	0.00
21-6250 Unemployment Compensation	0.00	0.00	133.00	133.00	100.00%	0.00	0.00
21-6251 Workers Compensation	0.00	0.00	225.00	225.00	100.00%	0.00	0.00
Total Personnel Services	0.00	0.00	72,569.00	72,569.00	100.00%	0.00	0.00
<u>Other Services & Charges</u>							
21-6370 Contract Services	4,350.00	4,350.00	5,000.00	650.00	13.00%	0.00	38,313.91
21-6371 Sanitarian (Contract Labor)	0.00	0.00	22,000.00	22,000.00	100.00%	0.00	22,413.32
21-6373 Animal Control	0.00	0.00	6,000.00	6,000.00	100.00%	0.00	6,000.00
21-6375 Safety - Traffic Direction	0.00	0.00	30,000.00	30,000.00	100.00%	0.00	0.00
21-6572 Training	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	0.00
21-6574 Event Services	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
21-6583 Fuel	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
21-6794 Capital Outlay - Equipmt/Other	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
Total Other Services & Charges	4,350.00	4,350.00	84,500.00	80,150.00	94.85%	0.00	66,727.23
<u>Supplies & Maintenance</u>							
21-6431 Vehicle Maint/Insurance	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	0.00
21-6610 General Operating Supplies	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	4,000.00	4,000.00	100.00%	0.00	0.00
Total Public Safety	4,350.00	4,350.00	161,069.00	156,719.00	97.30%	0.00	66,727.23
25-Municipal Court							
<u>Other Services & Charges</u>							
25-6270 Annual/Assoc Dues	0.00	0.00	25.00	25.00	100.00%	0.00	25.00
25-6380 MC Judge (Contract Labor)	333.33	333.33	4,000.00	3,666.67	91.67%	0.00	3,999.96
25-6381 City Prosecutor	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
25-6532 Office Tech/Software	0.00	0.00	5,500.00	5,500.00	100.00%	0.00	0.00
Total Other Services & Charges	333.33	333.33	12,525.00	12,191.67	97.34%	0.00	4,024.96
<u>Supplies & Maintenance</u>							
25-6610 General Operating Supplies	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Municipal Court	333.33	333.33	13,275.00	12,941.67	97.49%	0.00	4,024.96
30-Public Works							
<u>Personnel Services</u>							
30-6150 S & W - Code Enforcement & Permitting	3,856.18	3,856.18	0.00	(3,856.18)	0.00%	0.00	44,091.59
30-6151 Salaries - Public Works Manager	0.00	0.00	48,310.00	48,310.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6152 Salaries - Public Works Assistant	0.00	0.00	37,440.00	37,440.00	100.00%	0.00	0.00
30-6153 Salaries - Planning & Development Coordinator	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
30-6160 S & W - GIS/Permitting Clerk	4,256.84	4,256.84	0.00	(4,256.84)	0.00%	0.00	38,588.48
30-6180 S & W - Maintenance	4,226.25	4,226.25	5,000.00	773.75	15.48%	0.00	7,269.75
30-6210 Health Care	4,497.54	4,497.54	28,500.00	24,002.46	84.22%	0.00	18,457.89
30-6220 Payroll Taxes	943.95	943.95	10,767.00	9,823.05	91.23%	0.00	6,943.36
30-6230 TMRS Contribution	701.36	701.36	8,980.00	8,278.64	92.19%	0.00	4,972.84
30-6250 Unemployment Compensation	37.70	37.70	490.00	452.30	92.31%	0.00	37.11
30-6251 Workers Compensation	0.00	0.00	575.00	575.00	100.00%	0.00	0.00
Total Personnel Services	18,519.82	18,519.82	195,057.00	176,537.18	90.51%	0.00	120,361.02
<u>Other Services & Charges</u>							
30-6270 Annual/Assoc Dues	50.00	50.00	250.00	200.00	80.00%	0.00	0.00
30-6370 Contract Services	0.00	0.00	15,000.00	15,000.00	100.00%	0.00	14,801.25
30-6532 Office Tech/Software	1,500.00	1,500.00	4,000.00	2,500.00	62.50%	0.00	194.72
30-6570 Travel	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	494.36
30-6571 Mileage	0.00	0.00	300.00	300.00	100.00%	0.00	283.14
30-6572 Training	695.00	695.00	5,000.00	4,305.00	86.10%	0.00	650.00
30-6583 Fuel	243.95	243.95	2,500.00	2,256.05	90.24%	0.00	1,274.77
30-6794 Capital Outlay - Equipmt/Other	0.00	0.00	11,000.00	11,000.00	100.00%	0.00	3,070.35
Total Other Services & Charges	2,488.95	2,488.95	39,550.00	37,061.05	93.71%	0.00	20,768.59
<u>Supplies & Maintenance</u>							
30-6431 Vehicle Maint/Insurance	93.00	93.00	2,000.00	1,907.00	95.35%	0.00	1,929.68

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6610 General Operating Supplies	67.31	67.31	1,000.00	932.69	93.27%	0.00	874.08
30-6612 Tools	0.00	0.00	500.00	500.00	100.00%	0.00	37.49
Total Supplies & Maintenance	160.31	160.31	3,500.00	3,339.69	95.42%	0.00	2,841.25
Total Public Works	21,169.08	21,169.08	238,107.00	216,937.92	91.11%	0.00	143,970.86
31-Roads							
----- Supplies & Maintenance							
31-6432 Road Maintenance	6,714.65	6,714.65	80,000.00	73,285.35	91.61%	0.00	36,635.38
31-6584 Mowing/Trimming	550.00	550.00	5,000.00	4,450.00	89.00%	0.00	2,773.45
31-6611 Signs/Barricades	0.00	0.00	7,000.00	7,000.00	100.00%	0.00	2,299.24
Total Supplies & Maintenance	7,264.65	7,264.65	92,000.00	84,735.35	92.10%	0.00	41,708.07
Other Services & Charges							
31-6470 Engineering - Roads	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,950.00
Total Other Services & Charges	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,950.00
Total Roads	7,264.65	7,264.65	102,000.00	94,735.35	92.88%	0.00	52,658.07
33-Water/Wastewater							
----- Supplies & Maintenance							
33-6588 Public Restroom WW	2,959.60	2,959.60	10,000.00	7,040.40	70.40%	0.00	42,044.76
Total Supplies & Maintenance	2,959.60	2,959.60	10,000.00	7,040.40	70.40%	0.00	42,044.76
Total Water/Wastewater	2,959.60	2,959.60	10,000.00	7,040.40	70.40%	0.00	42,044.76
51-Community Center							
----- Personnel Services							
51-6140 S & W - Director	3,521.71	3,521.71	43,260.00	39,738.29	91.86%	0.00	40,587.99
51-6180 S & W - Maintenance	799.88	799.88	20,000.00	19,200.12	96.00%	0.00	11,136.79

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
51-6186 Salaries - Programs & Events	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
51-6210 Health Care	1,504.64	1,504.64	9,500.00	7,995.36	84.16%	0.00	9,610.62
51-6220 Payroll Taxes	330.60	330.60	3,310.00	2,979.40	90.01%	0.00	4,117.33
51-6230 TMRS Contribution	224.69	224.69	2,760.00	2,535.31	91.86%	0.00	2,506.19
51-6250 Unemployment Compensation	22.40	22.40	300.00	277.60	92.53%	0.00	87.99
51-6251 Workers Compensation	0.00	0.00	200.00	200.00	100.00%	0.00	0.00
Total Personnel Services	6,403.92	6,403.92	89,330.00	82,926.08	92.83%	0.00	68,046.91
<u>Supplies & Maintenance</u>							
51-6410 Utilities	4,642.15	4,642.15	18,200.00	13,557.85	74.49%	0.00	16,098.26
51-6430 Bldg Repairs/Maintenance	318.12	318.12	25,000.00	24,681.88	98.73%	0.00	4,093.66
51-6521 Security System	99.00	99.00	2,000.00	1,901.00	95.05%	0.00	1,222.51
51-6610 General Operating Supplies	955.79	955.79	5,000.00	4,044.21	80.88%	0.00	1,763.24
51-6660 Office Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	79.01
Total Supplies & Maintenance	6,015.06	6,015.06	50,700.00	44,684.94	88.14%	0.00	23,256.68
<u>Other Services & Charges</u>							
51-6411 Telephones	190.85	190.85	2,000.00	1,809.15	90.46%	0.00	2,251.56
51-6532 Office Tech/Software	163.48	163.48	2,000.00	1,836.52	91.83%	0.00	1,911.01
51-6540 Advertising	594.00	594.00	2,000.00	1,406.00	70.30%	0.00	2,249.05
51-6551 Printing	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
51-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
Total Other Services & Charges	948.33	948.33	6,150.00	5,201.67	84.58%	0.00	6,411.62
Total Community Center	13,367.31	13,367.31	146,180.00	132,812.69	90.86%	0.00	97,715.21
52-Parks							

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>Supplies & Maintenance</u>							
52-6410 Utilities	241.30	241.30	15,000.00	14,758.70	98.39%	0.00	1,353.95
52-6430 Bldg Repairs/Maintenance	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	0.00
52-6585 NATURE TL/OLD BALDY	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	425.00
52-6610 General Operating Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	41.96
Total Supplies & Maintenance	<u>241.30</u>	<u>241.30</u>	<u>18,500.00</u>	<u>18,258.70</u>	<u>98.70%</u>	<u>0.00</u>	<u>1,820.91</u>
Total Parks	<u>241.30</u>	<u>241.30</u>	<u>18,500.00</u>	<u>18,258.70</u>	<u>98.70%</u>	<u>0.00</u>	<u>1,820.91</u>
 Total Expense	 <u>349,549.89</u>	 <u>349,549.89</u>	 <u>1,946,757.00</u>	 <u>1,597,207.11</u>	 <u>82.04%</u>	 <u>0.00</u>	 <u>1,508,145.54</u>

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

200 - Blue Hole Parkland	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
52-Parks	2,053.34	2,053.34	547,720.00	545,666.66	99.63%	0.00	746,466.10
Revenue Totals	2,053.34	2,053.34	547,720.00	545,666.66	99.63%	0.00	746,466.10
Expense Summary							
52-Parks	34,930.91	34,930.91	747,720.00	712,789.09	95.33%	0.00	385,486.34
Expense Totals	34,930.91	34,930.91	747,720.00	712,789.09	95.33%	0.00	385,486.34
Revenues Over(Under) Expenditures	(32,877.57)	(32,877.57)	(200,000.00)	0.00	0.00%	0.00	360,979.76

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

200 - Blue Hole Parkland Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
Service Fees							
52-5472 Reservations/Gate Fees	580.00	580.00	452,770.00	452,190.00	99.87%	0.00	675,881.10
52-5474 Facility Rentals	210.00	210.00	15,000.00	14,790.00	98.60%	0.00	18,545.94
52-5476 Special Events	1,110.00	1,110.00	70,000.00	68,890.00	98.41%	0.00	45,261.06
52-5479 Vending/Merchandise	64.95	64.95	6,000.00	5,935.05	98.92%	0.00	5,563.71
Total Service Fees	1,964.95	1,964.95	543,770.00	541,805.05	99.64%	0.00	745,251.81
Other Income							
52-5611 Interest Revenues	38.39	38.39	150.00	111.61	74.41%	0.00	310.74
52-5701 Other/Misc	50.00	50.00	3,800.00	3,750.00	98.68%	0.00	903.55
Total Other Income	88.39	88.39	3,950.00	3,861.61	97.76%	0.00	1,214.29
Total Parks	2,053.34	2,053.34	547,720.00	545,666.66	99.63%	0.00	746,466.10
Total Revenue	2,053.34	2,053.34	547,720.00	545,666.66	99.63%	0.00	746,466.10

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
<u>Personnel Services</u>							
52-6140 S & W - Director	4,230.38	4,230.38	0.00	(4,230.38)	0.00%	0.00	17,307.71
52-6141 S & W - Parks Director	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	3,012.06
52-6180 S & W - Maintenance	1,200.00	1,200.00	0.00	(1,200.00)	0.00%	0.00	(583.83)
52-6181 S & W - Parks PT	5,129.52	5,129.52	116,071.00	110,941.48	95.58%	0.00	87,578.93
52-6182 S & W - Laborer	0.00	0.00	62,400.00	62,400.00	100.00%	0.00	28,568.33
52-6183 S & W - Programs & Operations Mngr	1,280.00	1,280.00	33,280.00	32,000.00	96.15%	0.00	28,715.84
52-6185 S & W - Nat'l Resource Park Mngr	2,880.00	2,880.00	37,440.00	34,560.00	92.31%	0.00	35,696.88
52-6210 Health Care	3,749.30	3,749.30	45,000.00	41,250.70	91.67%	0.00	32,116.41
52-6220 Payroll Taxes	1,126.06	1,126.06	14,391.00	13,264.94	92.18%	0.00	17,441.37
52-6230 TMRS Contribution	611.35	611.35	12,002.00	11,390.65	94.91%	0.00	8,464.70
52-6250 Unemployment Compensation	143.87	143.87	455.00	311.13	68.38%	0.00	1,474.25
52-6251 Workers Compensation	0.00	0.00	6,772.00	6,772.00	100.00%	0.00	0.00
Total Personnel Services	20,350.48	20,350.48	382,806.00	362,455.52	94.68%	0.00	259,792.65
<u>Supplies & Maintenance</u>							
52-6374 Contract Services	59.00	59.00	20,000.00	19,941.00	99.71%	0.00	21,082.19
52-6410 Utilities	2,138.70	2,138.70	15,000.00	12,861.30	85.74%	0.00	13,845.95
52-6431 Vehicle Maint/Insurance	134.95	134.95	1,000.00	865.05	86.51%	0.00	977.74
52-6433 Equipment Maintenance	67.95	67.95	1,500.00	1,432.05	95.47%	0.00	783.44
52-6610 General Operating Supplies	1,223.33	1,223.33	22,000.00	20,776.67	94.44%	0.00	20,301.90
52-6613 Materials	0.00	0.00	4,000.00	4,000.00	100.00%	0.00	2,681.26
52-6615 Bldg & Maint Supplies	142.67	142.67	1,500.00	1,357.33	90.49%	0.00	1,737.70

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-6616 Programs	649.30	649.30	13,200.00	12,550.70	95.08%	0.00	5,652.62
52-6660 Office Supplies	189.35	189.35	500.00	310.65	62.13%	0.00	172.87
Total Supplies & Maintenance	4,605.25	4,605.25	78,700.00	74,094.75	94.15%	0.00	67,235.67
<u>Other Services & Charges</u>							
52-6411 Telephones	373.74	373.74	2,400.00	2,026.26	84.43%	0.00	2,788.13
52-6443 Equipment Rent/Lease	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,049.92
52-6532 Office Tech/Software	8,341.68	8,341.68	13,887.15	5,545.47	39.93%	0.00	3,790.58
52-6562 CC Processing Fees	136.74	136.74	12,992.85	12,856.11	98.95%	0.00	24,930.30
52-6570 Travel	0.00	0.00	1,757.00	1,757.00	100.00%	0.00	0.00
52-6571 Mileage	0.00	0.00	537.00	537.00	100.00%	0.00	0.00
52-6572 Training	240.00	240.00	2,000.00	1,760.00	88.00%	0.00	0.00
52-6581 Refunds	781.67	781.67	1,000.00	218.33	21.83%	0.00	23,975.87
52-6583 Fuel	101.35	101.35	850.00	748.65	88.08%	0.00	1,323.23
52-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
52-6794 Capital Outlay - Equipmt/Other	0.00	0.00	249,740.00	249,740.00	100.00%	0.00	599.99
Total Other Services & Charges	9,975.18	9,975.18	286,214.00	276,238.82	96.51%	0.00	58,458.02
Total Parks	34,930.91	34,930.91	747,720.00	712,789.09	95.33%	0.00	385,486.34
Total Expense	34,930.91	34,930.91	747,720.00	712,789.09	95.33%	0.00	385,486.34

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

201 - Municipal Court	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-General	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50
Revenue Totals	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50
Revenues Over(Under) Expenditures	0.13	0.13	0.00	0.00	0.00%	0.00	1.50

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

201 - Municipal Court Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-General							
----- Other Income							
00-5611 Interest Revenues	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50
Total Other Income	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50
Total General	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50
Total Revenue	0.13	0.13	0.00	(0.13)	0.00%	0.00	1.50

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

202 - Wastewater Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
04-Water/Wastewater	13,960.89	13,960.89	345,591.00	331,630.11	95.96%	0.00	121,669.61
Revenue Totals	13,960.89	13,960.89	345,591.00	331,630.11	95.96%	0.00	121,669.61
Expense Summary							
04-Water/Wastewater	33,161.38	33,161.38	345,591.00	312,429.62	90.40%	0.00	209,342.77
Expense Totals	33,161.38	33,161.38	345,591.00	312,429.62	90.40%	0.00	209,342.77
Revenues Over(Under) Expenditures	(19,200.49)	(19,200.49)	0.00	0.00	0.00%	0.00	(87,673.16)

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

202 - Wastewater Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Service Fees</u>							
04-5400 WW Service Fee	13,959.22	13,959.22	345,516.00	331,556.78	95.96%	0.00	121,590.00
Total Service Fees	13,959.22	13,959.22	345,516.00	331,556.78	95.96%	0.00	121,590.00
<u>Other Income</u>							
04-5611 Interest Revenues	1.67	1.67	75.00	73.33	97.77%	0.00	79.61
Total Other Income	1.67	1.67	75.00	73.33	97.77%	0.00	79.61
Total Water/Wastewater	13,960.89	13,960.89	345,591.00	331,630.11	95.96%	0.00	121,669.61
Total Revenue	13,960.89	13,960.89	345,591.00	331,630.11	95.96%	0.00	121,669.61

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

202 - Wastewater Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6374 Contract Services	15,423.27	15,423.27	94,434.00	79,010.73	83.67%	0.00	199,932.11
04-6410 Utilities	1,014.31	1,014.31	6,000.00	4,985.69	83.09%	0.00	7,093.45
04-6610 General Operating Supplies	0.00	0.00	4,357.00	4,357.00	100.00%	0.00	0.00
04-6792 Capital Outlay - Other	13,963.80	13,963.80	0.00	(13,963.80)	0.00%	0.00	(0.37)
Total Supplies & Maintenance	<u>30,401.38</u>	<u>30,401.38</u>	<u>104,791.00</u>	<u>74,389.62</u>	<u>70.99%</u>	<u>0.00</u>	<u>207,025.19</u>
<u>Other Services & Charges</u>							
04-6411 Telephones	0.00	0.00	1,800.00	1,800.00	100.00%	0.00	967.58
Total Other Services & Charges	<u>0.00</u>	<u>0.00</u>	<u>1,800.00</u>	<u>1,800.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>967.58</u>
<u>Transfer Out</u>							
04-6701 Interest and Sinking Transfer Out	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Transfer Out	<u>0.00</u>	<u>0.00</u>	<u>239,000.00</u>	<u>239,000.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
<u>Expenditures</u>							
04-6799 Project Manager - WW Project	2,760.00	2,760.00	0.00	(2,760.00)	0.00%	0.00	1,350.00
Total Expenditures	<u>2,760.00</u>	<u>2,760.00</u>	<u>0.00</u>	<u>(2,760.00)</u>	<u>0.00%</u>	<u>0.00</u>	<u>1,350.00</u>
Total Water/Wastewater	<u>33,161.38</u>	<u>33,161.38</u>	<u>345,591.00</u>	<u>312,429.62</u>	<u>90.40%</u>	<u>0.00</u>	<u>209,342.77</u>
Total Expense	<u>33,161.38</u>	<u>33,161.38</u>	<u>345,591.00</u>	<u>312,429.62</u>	<u>90.40%</u>	<u>0.00</u>	<u>209,342.77</u>

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

205 - Hotel Occupancy Tax	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61
Revenue Totals	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61
Revenues Over(Under) Expenditures	4.32	4.32	0.00	0.00	0.00%	0.00	66.61

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

205 - Hotel Occupancy Tax Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
Other Income							
15-5611 Interest Revenues	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61
Total Other Income	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61
Total Administration	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61
Total Revenue	4.32	4.32	0.00	(4.32)	0.00%	0.00	66.61

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

300 - Capital Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Expense Summary							
30-Capital Projects	0.00	0.00	615,000.00	615,000.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	615,000.00	615,000.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	(615,000.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

300 - Capital Projects Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-Capital Projects							
<u>Other Services & Charges</u>							
30-6795 Capital Outlay - Roads	0.00	0.00	280,000.00	280,000.00	100.00%	0.00	0.00
Total Other Services & Charges	0.00	0.00	280,000.00	280,000.00	100.00%	0.00	0.00
<u>Expenditures</u>							
30-6801 Capital Outlay - Oak Drive Project	0.00	0.00	335,000.00	335,000.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	335,000.00	335,000.00	100.00%	0.00	0.00
Total Capital Projects	0.00	0.00	615,000.00	615,000.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	615,000.00	615,000.00	100.00%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

400 - Interest and Sinking	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	0.00	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

400 - Interest and Sinking Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>10-Interest and Sinking</u>							
<u>Revenues</u>							
10-6702 I&S General Fund Transfer In	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
10-6703 I&S Waste Water Transfer In	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Total Interest and Sinking	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
 Total Revenue	 <u>0.00</u>	 <u>0.00</u>	 <u>363,395.00</u>	 <u>363,395.00</u>	 <u>100.00%</u>	 <u>0.00</u>	 <u>0.00</u>

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

400 - Interest and Sinking Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>10-Interest and Sinking</u>							
<u>Expenditures</u>							
10-6704 Tax Note Series 2021 Debt Service Principal	0.00	0.00	113,000.00	113,000.00	100.00%	0.00	0.00
10-6705 Tax Note Series 2021 Debt Service Interest	0.00	0.00	11,395.00	11,395.00	100.00%	0.00	0.00
Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>124,395.00</u>	<u>124,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Services & Charges</u>							
10-6900 Wastewater Debt Service - Prin	0.00	0.00	160,000.00	160,000.00	100.00%	0.00	0.00
10-6901 Wastewater Debt Service - Int	0.00	0.00	79,000.00	79,000.00	100.00%	0.00	0.00
Total Other Services & Charges	<u>0.00</u>	<u>0.00</u>	<u>239,000.00</u>	<u>239,000.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Total Interest and Sinking	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

600 - BHP Development Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-BHP Development Projects	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80
Revenue Totals	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80
Revenues Over(Under) Expenditures	0.35	0.35	0.00	0.00	0.00%	0.00	6.80

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

600 - BHP Development Projects Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-BHP Development Projects							
<u>Other Income</u>							
00-5611 Interest Revenues	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80
Total Other Income	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80
Total BHP Development Projects	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80
Total Revenue	0.35	0.35	0.00	(0.35)	0.00%	0.00	6.80

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

602 - Donations/Sidewalks	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-Donations/Sidewalks	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16
Revenue Totals	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16
Revenues Over(Under) Expenditures	2.34	2.34	0.00	0.00	0.00%	0.00	29.16

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

602 - Donations/Sidewalks Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-Donations/Sidewalks							
<u>Other Income</u>							
00-5611 Interest Revenues	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16
Total Other Income	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16
Total Donations/Sidewalks	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16
Total Revenue	2.34	2.34	0.00	(2.34)	0.00%	0.00	29.16

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

604 - WW Collection & Treatment Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-WW Collection & Treatment Plan	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater	46.95	46.95	0.00	(46.95)	0.00%	0.00	298.93
Revenue Totals	<u>196,706.83</u>	<u>196,706.83</u>	<u>0.00</u>	<u>(196,706.83)</u>	<u>0.00%</u>	<u>0.00</u>	<u>630,320.46</u>
Expense Summary							
04-Water/Wastewater	<u>201,185.34</u>	<u>201,185.34</u>	<u>0.00</u>	<u>(201,185.34)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
Expense Totals	<u>201,185.34</u>	<u>201,185.34</u>	<u>0.00</u>	<u>(201,185.34)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
Revenues Over(Under) Expenditures	<u>(4,478.51)</u>	<u>(4,478.51)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>619,658.75</u>

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

604 - WW Collection & Treatment P Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-WW Collection & Treatment Pla							
<u>Other Income</u>							
00-5799 Operating Transfer In	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total Other Income	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total WW Collection & Treatment Plan	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater							
<u>Other Income</u>							
04-5611 Interest Revenues	46.95	46.95	0.00	(46.95)	0.00%	0.00	298.93
Total Other Income	46.95	46.95	0.00	(46.95)	0.00%	0.00	298.93
Total Water/Wastewater	46.95	46.95	0.00	(46.95)	0.00%	0.00	298.93
Total Revenue	196,706.83	196,706.83	0.00	(196,706.83)	0.00%	0.00	630,320.46

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

604 - WW Collection & Treatment P Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6410 Utilities	4,525.46	4,525.46	0.00	(4,525.46)	0.00%	0.00	10,661.71
04-6792 Capital Outlay - Other	196,659.88	196,659.88	0.00	(196,659.88)	0.00%	0.00	0.00
Total Supplies & Maintenance	<u>201,185.34</u>	<u>201,185.34</u>	<u>0.00</u>	<u>(201,185.34)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
Total Water/Wastewater	<u>201,185.34</u>	<u>201,185.34</u>	<u>0.00</u>	<u>(201,185.34)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
Total Expense	<u>201,185.34</u>	<u>201,185.34</u>	<u>0.00</u>	<u>(201,185.34)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>

City of Wimberley
Revenue And Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

605 - American Rescue Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Expense Summary							
05-American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	(400,422.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

605 - American Rescue Plan Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
-							
----- Assets							
-5905 American Rescue Plan	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Assets	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Revenue	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of October 31, 2021

2/28/2022 10:41 AM

605 - American Rescue Plan Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
05-American Rescue Plan							
<u>Liabilities</u>							
05-6750 Grant Administration	0.00	0.00	60,000.00	60,000.00	100.00%	0.00	0.00
05-6751 Outlay - Projects	0.00	0.00	740,844.00	740,844.00	100.00%	0.00	0.00
Total Liabilities	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	523,219.99	702,429.39	2,156,757.00	1,454,327.61	67.43%	0.00	2,014,321.98
Revenue Totals	523,219.99	702,429.39	2,156,757.00	1,454,327.61	67.43%	0.00	2,014,321.98
Expense Summary							
15-Administration	189,627.80	461,247.82	987,926.00	526,678.18	53.31%	0.00	893,694.95
16-Legal	5,888.37	16,852.05	100,000.00	83,147.95	83.15%	0.00	92,074.87
17-Council/Board	1,311.66	17,227.58	131,700.00	114,472.42	86.92%	0.00	79,053.47
18-Building	5,305.00	6,670.00	38,000.00	31,330.00	82.45%	0.00	34,360.25
21-Public Safety	4,190.00	8,540.00	161,069.00	152,529.00	94.70%	0.00	66,727.23
25-Municipal Court	333.33	666.66	13,275.00	12,608.34	94.98%	0.00	4,024.96
30-Public Works	16,726.63	37,895.71	238,107.00	200,211.29	84.08%	0.00	143,970.86
31-Roads	15,881.91	23,146.56	102,000.00	78,853.44	77.31%	0.00	75,958.07
33-Water/Wastewater	9,616.17	12,575.77	10,000.00	(2,575.77)	(25.76%)	0.00	44,060.76
51-Community Center	7,470.41	20,837.72	146,180.00	125,342.28	85.75%	0.00	97,715.21
52-Parks	59.68	300.98	18,500.00	18,199.02	98.37%	0.00	1,820.91
Expense Totals	256,410.96	605,960.85	1,946,757.00	1,340,796.15	68.87%	0.00	1,533,461.54
Revenues Over(Under) Expenditures	266,809.03	96,468.54	210,000.00	0.00	0.00%	0.00	480,860.44

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
<u>Tax Revenue</u>							
15-5120 General Sales & Use Tax	145,629.39	251,938.65	1,285,657.00	1,033,718.35	80.40%	0.00	1,298,101.59
15-5131 Mixed Beverage Tax	0.00	0.00	25,000.00	25,000.00	100.00%	0.00	43,093.17
15-5171 Franchise Tax	16,164.22	74,038.37	275,000.00	200,961.63	73.08%	0.00	204,680.11
Total Tax Revenue	161,793.61	325,977.02	1,585,657.00	1,259,679.98	79.44%	0.00	1,545,874.87
<u>Licenses & Permits</u>							
15-5211 Beer & Wine Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,195.00
15-5212 Food Permits	3,425.00	3,575.00	11,000.00	7,425.00	67.50%	0.00	10,340.00
15-5213 Septic Permits	525.00	525.00	11,000.00	10,475.00	95.23%	0.00	16,760.00
15-5219 Sign Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	700.00
15-5221 Building Permits	2,770.35	6,210.75	30,000.00	23,789.25	79.30%	0.00	40,272.37
Total Licenses & Permits	6,720.35	10,310.75	54,000.00	43,689.25	80.91%	0.00	69,267.37
<u>Other Income</u>							
15-5340 Grant Funds	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	295,461.45
15-5611 Interest Revenues	242.85	474.03	3,000.00	2,525.97	84.20%	0.00	2,765.09
15-5701 Other/Misc	352.15	899.60	50,000.00	49,100.40	98.20%	0.00	22,985.06
15-5799 Operating Transfer In	350,000.00	350,000.00	0.00	(350,000.00)	0.00%	0.00	0.00
Total Other Income	350,595.00	351,373.63	433,000.00	81,626.37	18.85%	0.00	321,211.60
<u>Service Fees</u>							
15-5410 CC Convenience Fees	86.03	96.54	1,100.00	1,003.46	91.22%	0.00	1,636.64
15-5413 Zoning	0.00	1,455.90	10,000.00	8,544.10	85.44%	0.00	15,839.65
15-5414 Subdivision Fees	0.00	4,075.55	3,000.00	(1,075.55)	(35.85%)	0.00	3,581.95
15-5416 Building Inspections	2,150.00	3,690.00	25,000.00	21,310.00	85.24%	0.00	30,760.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-5417 Bldg Plan Reviews	490.00	1,355.00	10,000.00	8,645.00	86.45%	0.00	11,724.90
15-5475 WCC Facility Rentals	1,385.00	4,095.00	30,000.00	25,905.00	86.35%	0.00	14,425.00
Total Service Fees	4,111.03	14,767.99	79,100.00	64,332.01	81.33%	0.00	77,968.14
<u>Court Costs, Fees & Charges</u>							
15-5411 Court Costs	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Court Costs, Fees & Charges	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Administration	523,219.99	702,429.39	2,156,757.00	1,454,327.61	67.43%	0.00	2,014,321.98
Total Revenue	523,219.99	702,429.39	2,156,757.00	1,454,327.61	67.43%	0.00	2,014,321.98

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
<u>Personnel Services</u>							
15-6110 S & W - City Administrator	9,384.60	18,769.21	122,000.00	103,230.79	84.62%	0.00	137,532.69
15-6120 S & W - City Secretary	5,399.54	10,799.08	70,194.00	59,394.92	84.62%	0.00	64,533.86
15-6130 S & W - Financial Clerk	3,635.20	7,270.40	47,262.00	39,991.60	84.62%	0.00	42,699.49
15-6210 Health Care	2,329.51	6,231.59	28,500.00	22,268.41	78.13%	0.00	17,450.85
15-6220 Payroll Taxes	1,364.52	2,729.04	18,800.00	16,070.96	85.48%	0.00	19,167.45
15-6230 TMRS Contribution	1,175.16	2,350.32	15,300.00	12,949.68	84.64%	0.00	9,729.93
15-6250 Unemployment Compensation	0.00	0.00	580.00	580.00	100.00%	0.00	144.00
15-6251 Workers Compensation	0.00	0.00	700.00	700.00	100.00%	0.00	0.00
Total Personnel Services	23,288.53	48,149.64	303,336.00	255,186.36	84.13%	0.00	291,258.27
<u>Other Services & Charges</u>							
15-6270 Annual/Assoc Dues	318.80	431.70	4,500.00	4,068.30	90.41%	0.00	2,624.37
15-6340 Technology Consultant	3,134.99	3,134.99	10,000.00	6,865.01	68.65%	0.00	7,545.95
15-6370 Contract Services	1,235.00	6,424.00	20,000.00	13,576.00	67.88%	0.00	13,279.62
15-6411 Telephones	428.61	858.34	6,000.00	5,141.66	85.69%	0.00	5,323.65
15-6420 Office Cleaning	575.00	1,150.00	5,300.00	4,150.00	78.30%	0.00	6,819.95
15-6441 Storage Rent	100.00	200.00	1,200.00	1,000.00	83.33%	0.00	1,200.00
15-6443 Equipment Rent/Lease	916.13	1,483.81	5,900.00	4,416.19	74.85%	0.00	6,282.42
15-6500 Grant Expenditures	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	286,418.48
15-6520 Insurance	0.00	25,092.90	30,000.00	4,907.10	16.36%	0.00	23,650.70
15-6531 Public Notices	345.60	908.40	7,000.00	6,091.60	87.02%	0.00	7,427.29
15-6532 Office Tech/Software	897.73	7,249.66	38,500.00	31,250.34	81.17%	0.00	54,891.55
15-6540 Advertising	0.00	50.00	0.00	(50.00)	0.00%	0.00	248.80

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6551 Printing	0.00	0.00	300.00	300.00	100.00%	0.00	242.47
15-6562 CC Processing Fees	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,401.47
15-6569 Vehicle Allowance/Moving Exp	500.00	1,000.00	6,000.00	5,000.00	83.33%	0.00	9,000.00
15-6570 Travel	1,886.99	3,052.74	3,000.00	(52.74)	(1.76%)	0.00	1,057.72
15-6571 Mileage	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	102.98
15-6572 Training	1,205.99	1,702.21	4,000.00	2,297.79	57.44%	0.00	753.00
15-6581 Refunds	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	3,845.00
15-6589 Records Management	382.20	507.25	0.00	(507.25)	0.00%	0.00	4,062.98
15-6651 Postage	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,357.22
15-6796 Capital Outlay - Winter Storm	0.00	125.55	0.00	(125.55)	0.00%	0.00	0.00
15-6903 COVID-19	110.00	220.00	0.00	(220.00)	0.00%	0.00	22,304.37
Total Other Services & Charges	12,037.04	53,591.55	527,200.00	473,608.45	89.83%	0.00	459,839.99
<u>Supplies & Maintenance</u>							
15-6410 Utilities	147.29	1,756.56	8,000.00	6,243.44	78.04%	0.00	8,258.37
15-6430 Bldg Repairs/Maintenance	11.18	390.91	3,000.00	2,609.09	86.97%	0.00	3,316.01
15-6442 Water Cooler	99.98	99.98	600.00	500.02	83.34%	0.00	501.34
15-6521 Security System	0.00	179.94	853.00	673.06	78.91%	0.00	908.53
15-6610 General Operating Supplies	128.65	423.65	3,542.00	3,118.35	88.04%	0.00	1,887.47
15-6660 Office Supplies	115.13	598.89	3,000.00	2,401.11	80.04%	0.00	2,904.52
15-6791 Capital Outlay - Technology	3,800.00	5,404.32	4,000.00	(1,404.32)	(35.11%)	0.00	919.98
15-6792 Capital Outlay - Other	150,000.00	153,992.50	10,000.00	(143,992.50)	(1439.93%)	0.00	(507,750.46)
Total Supplies & Maintenance	154,302.23	162,846.75	32,995.00	(129,851.75)	(393.55%)	0.00	(489,054.24)
<u>Transfer Out</u>							

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6701 Interest and Sinking Transfer Out	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
15-6990 Operating Transfer Out	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	631,650.93
Total Transfer Out	0.00	196,659.88	124,395.00	(72,264.88)	(58.09%)	0.00	631,650.93
Total Administration	189,627.80	461,247.82	987,926.00	526,678.18	53.31%	0.00	893,694.95
16-Legal							
Other Services & Charges							
16-6350 Legal	5,888.37	16,852.05	100,000.00	83,147.95	83.15%	0.00	92,074.87
Total Other Services & Charges	5,888.37	16,852.05	100,000.00	83,147.95	83.15%	0.00	92,074.87
Total Legal	5,888.37	16,852.05	100,000.00	83,147.95	83.15%	0.00	92,074.87
17-Council/Board							
Other Services & Charges							
17-6320 Financial (Contract Svs)	0.00	2,700.00	16,200.00	13,500.00	83.33%	0.00	17,800.00
17-6330 Audit	0.00	0.00	19,000.00	19,000.00	100.00%	0.00	19,400.00
17-6541 Public Relations/Receptions	255.82	626.80	3,000.00	2,373.20	79.11%	0.00	3,533.72
17-6572 Training	1,055.84	4,800.78	7,000.00	2,199.22	31.42%	0.00	6,560.00
17-6590 Elections	0.00	0.00	6,500.00	6,500.00	100.00%	0.00	0.00
17-6591 Planning	0.00	9,100.00	40,000.00	30,900.00	77.25%	0.00	31,759.75
Total Other Services & Charges	1,311.66	17,227.58	91,700.00	74,472.42	81.21%	0.00	79,053.47
Expenditures							
17-6595 Code Revisions	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Council/Board	1,311.66	17,227.58	131,700.00	114,472.42	86.92%	0.00	79,053.47

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
18-Building							
<u>Other Services & Charges</u>							
18-6360 Contract Inspections	5,305.00	6,670.00	30,000.00	23,330.00	77.77%	0.00	32,110.25
18-6582 Site Plan Reviews	0.00	0.00	8,000.00	8,000.00	100.00%	0.00	2,250.00
Total Other Services & Charges	5,305.00	6,670.00	38,000.00	31,330.00	82.45%	0.00	34,360.25
Total Building	5,305.00	6,670.00	38,000.00	31,330.00	82.45%	0.00	34,360.25
21-Public Safety							
<u>Personnel Services</u>							
21-6170 Public Safety Salaries	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
21-6210 Health Care	0.00	0.00	9,500.00	9,500.00	100.00%	0.00	0.00
21-6220 Payroll Taxes	0.00	0.00	4,207.00	4,207.00	100.00%	0.00	0.00
21-6230 TMRS Contribution	0.00	0.00	3,509.00	3,509.00	100.00%	0.00	0.00
21-6250 Unemployment Compensation	0.00	0.00	133.00	133.00	100.00%	0.00	0.00
21-6251 Workers Compensation	0.00	0.00	225.00	225.00	100.00%	0.00	0.00
Total Personnel Services	0.00	0.00	72,569.00	72,569.00	100.00%	0.00	0.00
<u>Other Services & Charges</u>							
21-6370 Contract Services	4,190.00	8,540.00	5,000.00	(3,540.00)	(70.80%)	0.00	38,313.91
21-6371 Sanitarian (Contract Labor)	0.00	0.00	22,000.00	22,000.00	100.00%	0.00	22,413.32
21-6373 Animal Control	0.00	0.00	6,000.00	6,000.00	100.00%	0.00	6,000.00
21-6375 Safety - Traffic Direction	0.00	0.00	30,000.00	30,000.00	100.00%	0.00	0.00
21-6572 Training	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	0.00
21-6574 Event Services	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
21-6583 Fuel	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
21-6794 Capital Outlay - Equipmt/Other	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
Total Other Services & Charges	4,190.00	8,540.00	84,500.00	75,960.00	89.89%	0.00	66,727.23
<u>Supplies & Maintenance</u>							
21-6431 Vehicle Maint/Insurance	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	0.00
21-6610 General Operating Supplies	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	4,000.00	4,000.00	100.00%	0.00	0.00
Total Public Safety	4,190.00	8,540.00	161,069.00	152,529.00	94.70%	0.00	66,727.23
25-Municipal Court							
<u>Other Services & Charges</u>							
25-6270 Annual/Assoc Dues	0.00	0.00	25.00	25.00	100.00%	0.00	25.00
25-6380 MC Judge (Contract Labor)	333.33	666.66	4,000.00	3,333.34	83.33%	0.00	3,999.96
25-6381 City Prosecutor	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
25-6532 Office Tech/Software	0.00	0.00	5,500.00	5,500.00	100.00%	0.00	0.00
Total Other Services & Charges	333.33	666.66	12,525.00	11,858.34	94.68%	0.00	4,024.96
<u>Supplies & Maintenance</u>							
25-6610 General Operating Supplies	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Municipal Court	333.33	666.66	13,275.00	12,608.34	94.98%	0.00	4,024.96
30-Public Works							
<u>Personnel Services</u>							
30-6150 S & W - Code Enforcement & Permitting	3,716.80	7,572.98	0.00	(7,572.98)	0.00%	0.00	44,091.59
30-6151 Salaries - Public Works Manager	0.00	0.00	48,310.00	48,310.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6152 Salaries - Public Works Assistant	0.00	0.00	37,440.00	37,440.00	100.00%	0.00	0.00
30-6153 Salaries - Planning & Development Coordinator	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
30-6160 S & W - GIS/Permitting Clerk	4,230.40	8,487.24	0.00	(8,487.24)	0.00%	0.00	38,588.48
30-6180 S & W - Maintenance	4,278.75	8,505.00	5,000.00	(3,505.00)	(70.10%)	0.00	7,269.75
30-6210 Health Care	2,263.29	6,760.83	28,500.00	21,739.17	76.28%	0.00	18,457.89
30-6220 Payroll Taxes	935.29	1,879.24	10,767.00	8,887.76	82.55%	0.00	6,943.36
30-6230 TMRS Contribution	690.78	1,392.14	8,980.00	7,587.86	84.50%	0.00	4,972.84
30-6250 Unemployment Compensation	39.17	76.87	490.00	413.13	84.31%	0.00	37.11
30-6251 Workers Compensation	0.00	0.00	575.00	575.00	100.00%	0.00	0.00
Total Personnel Services	16,154.48	34,674.30	195,057.00	160,382.70	82.22%	0.00	120,361.02
<u>Other Services & Charges</u>							
30-6270 Annual/Assoc Dues	0.00	50.00	250.00	200.00	80.00%	0.00	0.00
30-6370 Contract Services	0.00	0.00	15,000.00	15,000.00	100.00%	0.00	14,801.25
30-6532 Office Tech/Software	27.05	1,527.05	4,000.00	2,472.95	61.82%	0.00	194.72
30-6570 Travel	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	494.36
30-6571 Mileage	0.00	0.00	300.00	300.00	100.00%	0.00	283.14
30-6572 Training	0.00	695.00	5,000.00	4,305.00	86.10%	0.00	650.00
30-6583 Fuel	306.20	550.15	2,500.00	1,949.85	77.99%	0.00	1,274.77
30-6794 Capital Outlay - Equipmt/Other	0.00	0.00	11,000.00	11,000.00	100.00%	0.00	3,070.35
Total Other Services & Charges	333.25	2,822.20	39,550.00	36,727.80	92.86%	0.00	20,768.59
<u>Supplies & Maintenance</u>							
30-6431 Vehicle Maint/Insurance	0.00	93.00	2,000.00	1,907.00	95.35%	0.00	1,929.68

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6610 General Operating Supplies	238.90	306.21	1,000.00	693.79	69.38%	0.00	874.08
30-6612 Tools	0.00	0.00	500.00	500.00	100.00%	0.00	37.49
Total Supplies & Maintenance	238.90	399.21	3,500.00	3,100.79	88.59%	0.00	2,841.25
Total Public Works	16,726.63	37,895.71	238,107.00	200,211.29	84.08%	0.00	143,970.86
31-Roads							
Supplies & Maintenance							
31-6432 Road Maintenance	9,391.36	16,106.01	80,000.00	63,893.99	79.87%	0.00	36,635.38
31-6584 Mowing/Trimming	0.00	550.00	5,000.00	4,450.00	89.00%	0.00	2,773.45
31-6611 Signs/Barricades	1,650.55	1,650.55	7,000.00	5,349.45	76.42%	0.00	2,299.24
Total Supplies & Maintenance	11,041.91	18,306.56	92,000.00	73,693.44	80.10%	0.00	41,708.07
Other Services & Charges							
31-6470 Engineering - Roads	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,950.00
31-6795 Capital Outlay - Roads	4,840.00	4,840.00	0.00	(4,840.00)	0.00%	0.00	23,300.00
Total Other Services & Charges	4,840.00	4,840.00	10,000.00	5,160.00	51.60%	0.00	34,250.00
Total Roads	15,881.91	23,146.56	102,000.00	78,853.44	77.31%	0.00	75,958.07
33-Water/Wastewater							
Supplies & Maintenance							
33-6586 Quality Testing WW	465.00	465.00	0.00	(465.00)	0.00%	0.00	2,016.00
33-6588 Public Restroom WW	9,151.17	12,110.77	10,000.00	(2,110.77)	(21.11%)	0.00	42,044.76
Total Supplies & Maintenance	9,616.17	12,575.77	10,000.00	(2,575.77)	(25.76%)	0.00	44,060.76
Total Water/Wastewater	9,616.17	12,575.77	10,000.00	(2,575.77)	(25.76%)	0.00	44,060.76
51-Community Center							
Personnel Services							

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
51-6140 S & W - Director	3,445.46	6,967.17	43,260.00	36,292.83	83.89%	0.00	40,587.99
51-6180 S & W - Maintenance	644.63	1,444.51	20,000.00	18,555.49	92.78%	0.00	11,136.79
51-6186 Salaries - Programs & Events	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
51-6210 Health Care	763.01	2,267.65	9,500.00	7,232.35	76.13%	0.00	9,610.62
51-6220 Payroll Taxes	312.89	643.49	3,310.00	2,666.51	80.56%	0.00	4,117.33
51-6230 TMRS Contribution	219.82	444.51	2,760.00	2,315.49	83.89%	0.00	2,506.19
51-6250 Unemployment Compensation	18.05	40.45	300.00	259.55	86.52%	0.00	87.99
51-6251 Workers Compensation	0.00	0.00	200.00	200.00	100.00%	0.00	0.00
Total Personnel Services	5,403.86	11,807.78	89,330.00	77,522.22	86.78%	0.00	68,046.91
<u>Supplies & Maintenance</u>							
51-6410 Utilities	990.88	5,633.03	18,200.00	12,566.97	69.05%	0.00	16,098.26
51-6430 Bldg Repairs/Maintenance	254.15	572.27	25,000.00	24,427.73	97.71%	0.00	4,093.66
51-6521 Security System	99.00	198.00	2,000.00	1,802.00	90.10%	0.00	1,222.51
51-6610 General Operating Supplies	101.52	1,057.31	5,000.00	3,942.69	78.85%	0.00	1,763.24
51-6660 Office Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	79.01
Total Supplies & Maintenance	1,445.55	7,460.61	50,700.00	43,239.39	85.28%	0.00	23,256.68
<u>Other Services & Charges</u>							
51-6411 Telephones	190.53	381.38	2,000.00	1,618.62	80.93%	0.00	2,251.56
51-6532 Office Tech/Software	430.47	593.95	2,000.00	1,406.05	70.30%	0.00	1,911.01
51-6540 Advertising	0.00	594.00	2,000.00	1,406.00	70.30%	0.00	2,249.05
51-6551 Printing	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
51-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
Total Other Services & Charges	621.00	1,569.33	6,150.00	4,580.67	74.48%	0.00	6,411.62

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Total Community Center	7,470.41	20,837.72	146,180.00	125,342.28	85.75%	0.00	97,715.21
52-Parks							
----- Supplies & Maintenance							
52-6410 Utilities	59.68	300.98	15,000.00	14,699.02	97.99%	0.00	1,353.95
52-6430 Bldg Repairs/Maintenance	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	0.00
52-6585 NATURE TL/OLD BALDY	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	425.00
52-6610 General Operating Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	41.96
Total Supplies & Maintenance	59.68	300.98	18,500.00	18,199.02	98.37%	0.00	1,820.91
Total Parks	59.68	300.98	18,500.00	18,199.02	98.37%	0.00	1,820.91
Total Expense	256,410.96	605,960.85	1,946,757.00	1,340,796.15	68.87%	0.00	1,533,461.54

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
52-Parks	303.40	2,356.74	547,720.00	545,363.26	99.57%	0.00	746,466.10
Revenue Totals	303.40	2,356.74	547,720.00	545,363.26	99.57%	0.00	746,466.10
Expense Summary							
52-Parks	36,420.67	71,351.58	747,720.00	676,368.42	90.46%	0.00	385,486.34
Expense Totals	36,420.67	71,351.58	747,720.00	676,368.42	90.46%	0.00	385,486.34
Revenues Over(Under) Expenditures	(36,117.27)	(68,994.84)	(200,000.00)	0.00	0.00%	0.00	360,979.76

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
<u>Service Fees</u>							
52-5472 Reservations/Gate Fees	(1.60)	578.40	452,770.00	452,191.60	99.87%	0.00	675,881.10
52-5474 Facility Rentals	90.00	300.00	15,000.00	14,700.00	98.00%	0.00	18,545.94
52-5476 Special Events	200.00	1,310.00	70,000.00	68,690.00	98.13%	0.00	45,261.06
52-5479 Vending/Merchandise	15.00	79.95	6,000.00	5,920.05	98.67%	0.00	5,563.71
Total Service Fees	<u>303.40</u>	<u>2,268.35</u>	<u>543,770.00</u>	<u>541,501.65</u>	<u>99.58%</u>	<u>0.00</u>	<u>745,251.81</u>
<u>Other Income</u>							
52-5611 Interest Revenues	0.00	38.39	150.00	111.61	74.41%	0.00	310.74
52-5701 Other/Misc	0.00	50.00	3,800.00	3,750.00	98.68%	0.00	903.55
Total Other Income	<u>0.00</u>	<u>88.39</u>	<u>3,950.00</u>	<u>3,861.61</u>	<u>97.76%</u>	<u>0.00</u>	<u>1,214.29</u>
Total Parks	<u>303.40</u>	<u>2,356.74</u>	<u>547,720.00</u>	<u>545,363.26</u>	<u>99.57%</u>	<u>0.00</u>	<u>746,466.10</u>
Total Revenue	<u>303.40</u>	<u>2,356.74</u>	<u>547,720.00</u>	<u>545,363.26</u>	<u>99.57%</u>	<u>0.00</u>	<u>746,466.10</u>

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
<u>Personnel Services</u>							
52-6140 S & W - Director	4,230.38	8,460.76	0.00	(8,460.76)	0.00%	0.00	17,307.71
52-6141 S & W - Parks Director	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	3,012.06
52-6180 S & W - Maintenance	2,716.88	3,916.88	0.00	(3,916.88)	0.00%	0.00	(583.83)
52-6181 S & W - Parks PT	5,255.20	10,384.72	116,071.00	105,686.28	91.05%	0.00	87,578.93
52-6182 S & W - Laborer	480.00	480.00	62,400.00	61,920.00	99.23%	0.00	28,568.33
52-6183 S & W - Programs & Operations Mngr	2,560.00	3,840.00	33,280.00	29,440.00	88.46%	0.00	28,715.84
52-6185 S & W - Nat'l Resource Park Mngr	2,880.00	5,760.00	37,440.00	31,680.00	84.62%	0.00	35,696.88
52-6210 Health Care	1,520.40	5,269.70	45,000.00	39,730.30	88.29%	0.00	32,116.41
52-6220 Payroll Taxes	1,386.35	2,512.41	14,391.00	11,878.59	82.54%	0.00	17,441.37
52-6230 TMRS Contribution	655.24	1,266.59	12,002.00	10,735.41	89.45%	0.00	8,464.70
52-6250 Unemployment Compensation	188.57	332.44	455.00	122.56	26.94%	0.00	1,474.25
52-6251 Workers Compensation	0.00	0.00	6,772.00	6,772.00	100.00%	0.00	0.00
Total Personnel Services	21,873.02	42,223.50	382,806.00	340,582.50	88.97%	0.00	259,792.65
<u>Supplies & Maintenance</u>							
52-6374 Contract Services	1,961.00	2,020.00	20,000.00	17,980.00	89.90%	0.00	21,082.19
52-6410 Utilities	639.16	2,777.86	15,000.00	12,222.14	81.48%	0.00	13,845.95
52-6431 Vehicle Maint/Insurance	0.00	134.95	1,000.00	865.05	86.51%	0.00	977.74
52-6433 Equipment Maintenance	16.04	83.99	1,500.00	1,416.01	94.40%	0.00	783.44
52-6610 General Operating Supplies	1,507.12	2,730.45	22,000.00	19,269.55	87.59%	0.00	20,301.90
52-6613 Materials	564.50	564.50	4,000.00	3,435.50	85.89%	0.00	2,681.26
52-6615 Bldg & Maint Supplies	285.66	428.33	1,500.00	1,071.67	71.44%	0.00	1,737.70

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-6616 Programs	242.57	891.87	13,200.00	12,308.13	93.24%	0.00	5,652.62
52-6660 Office Supplies	0.00	189.35	500.00	310.65	62.13%	0.00	172.87
Total Supplies & Maintenance	5,216.05	9,821.30	78,700.00	68,878.70	87.52%	0.00	67,235.67
<u>Other Services & Charges</u>							
52-6411 Telephones	110.66	484.40	2,400.00	1,915.60	79.82%	0.00	2,788.13
52-6443 Equipment Rent/Lease	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,049.92
52-6532 Office Tech/Software	400.74	8,742.42	13,887.15	5,144.73	37.05%	0.00	3,790.58
52-6562 CC Processing Fees	65.90	202.64	12,992.85	12,790.21	98.44%	0.00	24,930.30
52-6570 Travel	0.00	0.00	1,757.00	1,757.00	100.00%	0.00	0.00
52-6571 Mileage	0.00	0.00	537.00	537.00	100.00%	0.00	0.00
52-6572 Training	0.00	240.00	2,000.00	1,760.00	88.00%	0.00	0.00
52-6581 Refunds	400.00	1,181.67	1,000.00	(181.67)	(18.17%)	0.00	23,975.87
52-6583 Fuel	235.55	336.90	850.00	513.10	60.36%	0.00	1,323.23
52-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
52-6794 Capital Outlay - Equipmt/Other	8,118.75	8,118.75	249,740.00	241,621.25	96.75%	0.00	599.99
Total Other Services & Charges	9,331.60	19,306.78	286,214.00	266,907.22	93.25%	0.00	58,458.02
Total Parks	36,420.67	71,351.58	747,720.00	676,368.42	90.46%	0.00	385,486.34
Total Expense	36,420.67	71,351.58	747,720.00	676,368.42	90.46%	0.00	385,486.34

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

201 - Municipal Court	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-General	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50
Revenue Totals	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50
Revenues Over(Under) Expenditures	0.12	0.25	0.00	0.00	0.00%	0.00	1.50

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

201 - Municipal Court Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-General							
----- Other Income							
00-5611 Interest Revenues	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50
Total Other Income	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50
Total General	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50
Total Revenue	0.12	0.25	0.00	(0.25)	0.00%	0.00	1.50

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

202 - Wastewater Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
04-Water/Wastewater	17,916.30	31,877.19	345,591.00	313,713.81	90.78%	0.00	121,669.61
Revenue Totals	17,916.30	31,877.19	345,591.00	313,713.81	90.78%	0.00	121,669.61
Expense Summary							
04-Water/Wastewater	13,962.81	47,124.19	345,591.00	298,466.81	86.36%	0.00	209,342.77
Expense Totals	13,962.81	47,124.19	345,591.00	298,466.81	86.36%	0.00	209,342.77
Revenues Over(Under) Expenditures	3,953.49	(15,247.00)	0.00	0.00	0.00%	0.00	(87,673.16)

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

202 - Wastewater Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Service Fees</u>							
04-5400 WW Service Fee	17,914.25	31,873.47	345,516.00	313,642.53	90.78%	0.00	121,590.00
Total Service Fees	17,914.25	31,873.47	345,516.00	313,642.53	90.78%	0.00	121,590.00
<u>Other Income</u>							
04-5611 Interest Revenues	2.05	3.72	75.00	71.28	95.04%	0.00	79.61
Total Other Income	2.05	3.72	75.00	71.28	95.04%	0.00	79.61
Total Water/Wastewater	17,916.30	31,877.19	345,591.00	313,713.81	90.78%	0.00	121,669.61
Total Revenue	17,916.30	31,877.19	345,591.00	313,713.81	90.78%	0.00	121,669.61

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

202 - Wastewater Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6374 Contract Services	12,899.92	28,323.19	94,434.00	66,110.81	70.01%	0.00	199,932.11
04-6410 Utilities	0.00	1,014.31	6,000.00	4,985.69	83.09%	0.00	7,093.45
04-6610 General Operating Supplies	0.00	0.00	4,357.00	4,357.00	100.00%	0.00	0.00
04-6792 Capital Outlay - Other	0.00	13,963.80	0.00	(13,963.80)	0.00%	0.00	(0.37)
Total Supplies & Maintenance	<u>12,899.92</u>	<u>43,301.30</u>	<u>104,791.00</u>	<u>61,489.70</u>	<u>58.68%</u>	<u>0.00</u>	<u>207,025.19</u>
<u>Other Services & Charges</u>							
04-6411 Telephones	162.89	162.89	1,800.00	1,637.11	90.95%	0.00	967.58
Total Other Services & Charges	<u>162.89</u>	<u>162.89</u>	<u>1,800.00</u>	<u>1,637.11</u>	<u>90.95%</u>	<u>0.00</u>	<u>967.58</u>
<u>Transfer Out</u>							
04-6701 Interest and Sinking Transfer Out	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Transfer Out	<u>0.00</u>	<u>0.00</u>	<u>239,000.00</u>	<u>239,000.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
<u>Expenditures</u>							
04-6799 Project Manager - WW Project	900.00	3,660.00	0.00	(3,660.00)	0.00%	0.00	1,350.00
Total Expenditures	<u>900.00</u>	<u>3,660.00</u>	<u>0.00</u>	<u>(3,660.00)</u>	<u>0.00%</u>	<u>0.00</u>	<u>1,350.00</u>
Total Water/Wastewater	<u>13,962.81</u>	<u>47,124.19</u>	<u>345,591.00</u>	<u>298,466.81</u>	<u>86.36%</u>	<u>0.00</u>	<u>209,342.77</u>
Total Expense	<u>13,962.81</u>	<u>47,124.19</u>	<u>345,591.00</u>	<u>298,466.81</u>	<u>86.36%</u>	<u>0.00</u>	<u>209,342.77</u>

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

205 - Hotel Occupancy Tax	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61
Revenue Totals	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61
Revenues Over(Under) Expenditures	4.18	8.50	0.00	0.00	0.00%	0.00	66.61

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

205 - Hotel Occupancy Tax Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
----- Other Income							
15-5611 Interest Revenues	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61
Total Other Income	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61
Total Administration	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61
Total Revenue	4.18	8.50	0.00	(8.50)	0.00%	0.00	66.61

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

300 - Capital Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Expense Summary							
30-Capital Projects	144,048.41	144,048.41	615,000.00	470,951.59	76.58%	0.00	0.00
Expense Totals	144,048.41	144,048.41	615,000.00	470,951.59	76.58%	0.00	0.00
Revenues Over(Under) Expenditures	(144,048.41)	(144,048.41)	(615,000.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

300 - Capital Projects Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-Capital Projects							
<u>Other Services & Charges</u>							
30-6795 Capital Outlay - Roads	139,048.41	139,048.41	280,000.00	140,951.59	50.34%	0.00	0.00
Total Other Services & Charges	139,048.41	139,048.41	280,000.00	140,951.59	50.34%	0.00	0.00
<u>Expenditures</u>							
30-6801 Capital Outlay - Oak Drive Project	5,000.00	5,000.00	335,000.00	330,000.00	98.51%	0.00	0.00
Total Expenditures	5,000.00	5,000.00	335,000.00	330,000.00	98.51%	0.00	0.00
Total Capital Projects	144,048.41	144,048.41	615,000.00	470,951.59	76.58%	0.00	0.00
Total Expense	144,048.41	144,048.41	615,000.00	470,951.59	76.58%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

400 - Interest and Sinking	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	0.00	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

400 - Interest and Sinking Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>10-Interest and Sinking</u>							
<u>Revenues</u>							
10-6702 I&S General Fund Transfer In	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
10-6703 I&S Waste Water Transfer In	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Total Interest and Sinking	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
 Total Revenue	 <u>0.00</u>	 <u>0.00</u>	 <u>363,395.00</u>	 <u>363,395.00</u>	 <u>100.00%</u>	 <u>0.00</u>	 <u>0.00</u>

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

400 - Interest and Sinking Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
10-Interest and Sinking							
Expenditures							
10-6704 Tax Note Series 2021 Debt Service Principal	0.00	0.00	113,000.00	113,000.00	100.00%	0.00	0.00
10-6705 Tax Note Series 2021 Debt Service Interest	0.00	0.00	11,395.00	11,395.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
Other Services & Charges							
10-6900 Wastewater Debt Service - Prin	0.00	0.00	160,000.00	160,000.00	100.00%	0.00	0.00
10-6901 Wastewater Debt Service - Int	0.00	0.00	79,000.00	79,000.00	100.00%	0.00	0.00
Total Other Services & Charges	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

600 - BHP Development Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-BHP Development Projects	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80
Revenue Totals	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80
Revenues Over(Under) Expenditures	0.34	0.69	0.00	0.00	0.00%	0.00	6.80

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

600 - BHP Development Projects Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-BHP Development Projects							
<u>Other Income</u>							
00-5611 Interest Revenues	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80
Total Other Income	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80
Total BHP Development Projects	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80
Total Revenue	0.34	0.69	0.00	(0.69)	0.00%	0.00	6.80

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

602 - Donations/Sidewalks	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-Donations/Sidewalks	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16
Revenue Totals	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16
Revenues Over(Under) Expenditures	2.26	4.60	0.00	0.00	0.00%	0.00	29.16

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

602 - Donations/Sidewalks Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-Donations/Sidewalks							
<u>Other Income</u>							
00-5611 Interest Revenues	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16
Total Other Income	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16
Total Donations/Sidewalks	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16
Total Revenue	2.26	4.60	0.00	(4.60)	0.00%	0.00	29.16

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

604 - WW Collection & Treatment Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-WW Collection & Treatment Plan	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater	26.09	73.04	0.00	(73.04)	0.00%	0.00	580.70
Revenue Totals	<u>26.09</u>	<u>196,732.92</u>	<u>0.00</u>	<u>(196,732.92)</u>	<u>0.00%</u>	<u>0.00</u>	<u>630,602.23</u>
Expense Summary							
04-Water/Wastewater	<u>354,398.43</u>	<u>555,583.77</u>	<u>0.00</u>	<u>(555,583.77)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Expense Totals	<u>354,398.43</u>	<u>555,583.77</u>	<u>0.00</u>	<u>(555,583.77)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Revenues Over(Under) Expenditures	<u>(354,372.34)</u>	<u>(358,850.85)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>251,328.52</u>

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

604 - WW Collection & Treatment P Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-WW Collection & Treatment Pla							
<u>Other Income</u>							
00-5799 Operating Transfer In	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total Other Income	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total WW Collection & Treatment Plan	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater							
<u>Other Income</u>							
04-5611 Interest Revenues	1.69	48.64	0.00	(48.64)	0.00%	0.00	298.93
Total Other Income	1.69	48.64	0.00	(48.64)	0.00%	0.00	298.93
<u>Interest</u>							
04-5612 Investment Income	24.40	24.40	0.00	(24.40)	0.00%	0.00	281.77
Total Interest	24.40	24.40	0.00	(24.40)	0.00%	0.00	281.77
Total Water/Wastewater	26.09	73.04	0.00	(73.04)	0.00%	0.00	580.70
Total Revenue	26.09	196,732.92	0.00	(196,732.92)	0.00%	0.00	630,602.23

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

604 - WW Collection & Treatment P Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6410 Utilities	4,398.43	8,923.89	0.00	(8,923.89)	0.00%	0.00	10,661.71
04-6792 Capital Outlay - Other	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	0.00
Total Supplies & Maintenance	<u>4,398.43</u>	<u>205,583.77</u>	<u>0.00</u>	<u>(205,583.77)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
<u>Transfer Out</u>							
04-6990 Operating Transfer Out	350,000.00	350,000.00	0.00	(350,000.00)	0.00%	0.00	368,612.00
Total Transfer Out	<u>350,000.00</u>	<u>350,000.00</u>	<u>0.00</u>	<u>(350,000.00)</u>	<u>0.00%</u>	<u>0.00</u>	<u>368,612.00</u>
Total Water/Wastewater	<u>354,398.43</u>	<u>555,583.77</u>	<u>0.00</u>	<u>(555,583.77)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Total Expense	<u>354,398.43</u>	<u>555,583.77</u>	<u>0.00</u>	<u>(555,583.77)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>

City of Wimberley
Revenue And Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

605 - American Rescue Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Expense Summary							
05-American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	(400,422.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

605 - American Rescue Plan Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
-							
----- Assets							
-5905 American Rescue Plan	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Assets	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Revenue	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of November 30, 2021

2/28/2022 10:42 AM

605 - American Rescue Plan Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
05-American Rescue Plan							
<u>Liabilities</u>							
05-6750 Grant Administration	0.00	0.00	60,000.00	60,000.00	100.00%	0.00	0.00
05-6751 Outlay - Projects	0.00	0.00	740,844.00	740,844.00	100.00%	0.00	0.00
Total Liabilities	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	109,977.83	812,407.22	2,156,757.00	1,344,349.78	62.33%	0.00	2,014,321.98
Revenue Totals	109,977.83	812,407.22	2,156,757.00	1,344,349.78	62.33%	0.00	2,014,321.98
Expense Summary							
15-Administration	50,191.11	511,438.93	987,926.00	476,487.07	48.23%	0.00	893,694.95
16-Legal	8,010.19	24,862.24	100,000.00	75,137.76	75.14%	0.00	92,074.87
17-Council/Board	6,750.00	23,977.58	131,700.00	107,722.42	81.79%	0.00	79,053.47
18-Building	3,912.50	10,582.50	38,000.00	27,417.50	72.15%	0.00	34,360.25
21-Public Safety	1,545.00	10,085.00	161,069.00	150,984.00	93.74%	0.00	66,727.23
25-Municipal Court	333.33	999.99	13,275.00	12,275.01	92.47%	0.00	4,024.96
30-Public Works	40,440.83	78,336.54	238,107.00	159,770.46	67.10%	0.00	143,970.86
31-Roads	10,227.75	33,374.31	102,000.00	68,625.69	67.28%	0.00	75,958.07
33-Water/Wastewater	3,962.70	16,538.47	10,000.00	(6,538.47)	(65.38%)	0.00	44,060.76
51-Community Center	11,363.58	32,201.30	146,180.00	113,978.70	77.97%	0.00	97,715.21
52-Parks	165.11	466.09	18,500.00	18,033.91	97.48%	0.00	1,820.91
Expense Totals	136,902.10	742,862.95	1,946,757.00	1,203,894.05	61.84%	0.00	1,533,461.54
Revenues Over(Under) Expenditures	(26,924.27)	69,544.27	210,000.00	0.00	0.00%	0.00	480,860.44

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
<u>Tax Revenue</u>							
15-5120 General Sales & Use Tax	92,936.89	344,875.54	1,285,657.00	940,781.46	73.18%	0.00	1,298,101.59
15-5131 Mixed Beverage Tax	0.00	0.00	25,000.00	25,000.00	100.00%	0.00	43,093.17
15-5171 Franchise Tax	0.00	74,038.37	275,000.00	200,961.63	73.08%	0.00	204,680.11
Total Tax Revenue	92,936.89	418,913.91	1,585,657.00	1,166,743.09	73.58%	0.00	1,545,874.87
<u>Licenses & Permits</u>							
15-5211 Beer & Wine Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,195.00
15-5212 Food Permits	1,025.00	4,600.00	11,000.00	6,400.00	58.18%	0.00	10,340.00
15-5213 Septic Permits	1,700.00	2,225.00	11,000.00	8,775.00	79.77%	0.00	16,760.00
15-5219 Sign Permits	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	700.00
15-5221 Building Permits	2,706.79	8,917.54	30,000.00	21,082.46	70.27%	0.00	40,272.37
Total Licenses & Permits	5,431.79	15,742.54	54,000.00	38,257.46	70.85%	0.00	69,267.37
<u>Other Income</u>							
15-5340 Grant Funds	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	295,461.45
15-5611 Interest Revenues	232.12	706.15	3,000.00	2,293.85	76.46%	0.00	2,765.09
15-5701 Other/Misc	436.00	1,335.60	50,000.00	48,664.40	97.33%	0.00	22,985.06
15-5799 Operating Transfer In	0.00	350,000.00	0.00	(350,000.00)	0.00%	0.00	0.00
Total Other Income	668.12	352,041.75	433,000.00	80,958.25	18.70%	0.00	321,211.60
<u>Service Fees</u>							
15-5410 CC Convenience Fees	53.53	150.07	1,100.00	949.93	86.36%	0.00	1,636.64
15-5413 Zoning	4,615.50	6,071.40	10,000.00	3,928.60	39.29%	0.00	15,839.65
15-5414 Subdivision Fees	807.00	4,882.55	3,000.00	(1,882.55)	(62.75%)	0.00	3,581.95
15-5416 Building Inspections	1,240.00	4,930.00	25,000.00	20,070.00	80.28%	0.00	30,760.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-5417 Bldg Plan Reviews	1,210.00	2,565.00	10,000.00	7,435.00	74.35%	0.00	11,724.90
15-5475 WCC Facility Rentals	3,015.00	7,110.00	30,000.00	22,890.00	76.30%	0.00	14,425.00
Total Service Fees	10,941.03	25,709.02	79,100.00	53,390.98	67.50%	0.00	77,968.14
<u>Court Costs, Fees & Charges</u>							
15-5411 Court Costs	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Court Costs, Fees & Charges	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
Total Administration	109,977.83	812,407.22	2,156,757.00	1,344,349.78	62.33%	0.00	2,014,321.98
Total Revenue	109,977.83	812,407.22	2,156,757.00	1,344,349.78	62.33%	0.00	2,014,321.98

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
Personnel Services							
15-6110 S & W - City Administrator	14,076.90	32,846.11	122,000.00	89,153.89	73.08%	0.00	137,532.69
15-6120 S & W - City Secretary	8,099.29	18,898.37	70,194.00	51,295.63	73.08%	0.00	64,533.86
15-6130 S & W - Financial Clerk	5,452.80	12,723.20	47,262.00	34,538.80	73.08%	0.00	42,699.49
15-6210 Health Care	3,837.93	10,069.52	28,500.00	18,430.48	64.67%	0.00	17,450.85
15-6220 Payroll Taxes	2,069.07	4,798.11	18,800.00	14,001.89	74.48%	0.00	19,167.45
15-6230 TMRS Contribution	1,762.72	4,113.04	15,300.00	11,186.96	73.12%	0.00	9,729.93
15-6250 Unemployment Compensation	0.00	0.00	580.00	580.00	100.00%	0.00	144.00
15-6251 Workers Compensation	0.00	0.00	700.00	700.00	100.00%	0.00	0.00
Total Personnel Services	35,298.71	83,448.35	303,336.00	219,887.65	72.49%	0.00	291,258.27
Other Services & Charges							
15-6270 Annual/Assoc Dues	197.43	629.13	4,500.00	3,870.87	86.02%	0.00	2,624.37
15-6340 Technology Consultant	0.00	3,134.99	10,000.00	6,865.01	68.65%	0.00	7,545.95
15-6370 Contract Services	3,582.50	10,006.50	20,000.00	9,993.50	49.97%	0.00	13,279.62
15-6411 Telephones	425.17	1,283.51	6,000.00	4,716.49	78.61%	0.00	5,323.65
15-6420 Office Cleaning	575.00	1,725.00	5,300.00	3,575.00	67.45%	0.00	6,819.95
15-6441 Storage Rent	100.00	300.00	1,200.00	900.00	75.00%	0.00	1,200.00
15-6443 Equipment Rent/Lease	1,014.52	2,498.33	5,900.00	3,401.67	57.66%	0.00	6,282.42
15-6500 Grant Expenditures	0.00	0.00	380,000.00	380,000.00	100.00%	0.00	286,418.48
15-6520 Insurance	0.00	25,092.90	30,000.00	4,907.10	16.36%	0.00	23,650.70
15-6531 Public Notices	327.34	1,235.74	7,000.00	5,764.26	82.35%	0.00	7,427.29
15-6532 Office Tech/Software	3,933.28	11,182.94	38,500.00	27,317.06	70.95%	0.00	54,891.55
15-6540 Advertising	0.00	50.00	0.00	(50.00)	0.00%	0.00	248.80

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6551 Printing	0.00	0.00	300.00	300.00	100.00%	0.00	242.47
15-6562 CC Processing Fees	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	1,401.47
15-6569 Vehicle Allowance/Moving Exp	500.00	1,500.00	6,000.00	4,500.00	75.00%	0.00	9,000.00
15-6570 Travel	199.47	3,252.21	3,000.00	(252.21)	(8.41%)	0.00	1,057.72
15-6571 Mileage	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	102.98
15-6572 Training	0.00	1,702.21	4,000.00	2,297.79	57.44%	0.00	753.00
15-6581 Refunds	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	3,845.00
15-6589 Records Management	317.10	824.35	0.00	(824.35)	0.00%	0.00	4,062.98
15-6651 Postage	251.00	251.00	1,000.00	749.00	74.90%	0.00	1,357.22
15-6796 Capital Outlay - Winter Storm	0.00	125.55	0.00	(125.55)	0.00%	0.00	0.00
15-6903 COVID-19	110.00	330.00	0.00	(330.00)	0.00%	0.00	22,304.37
Total Other Services & Charges	11,532.81	65,124.36	527,200.00	462,075.64	87.65%	0.00	459,839.99
<u>Supplies & Maintenance</u>							
15-6410 Utilities	777.62	2,534.18	8,000.00	5,465.82	68.32%	0.00	8,258.37
15-6430 Bldg Repairs/Maintenance	1,047.09	1,438.00	3,000.00	1,562.00	52.07%	0.00	3,316.01
15-6442 Water Cooler	25.99	125.97	600.00	474.03	79.01%	0.00	501.34
15-6521 Security System	0.00	179.94	853.00	673.06	78.91%	0.00	908.53
15-6610 General Operating Supplies	927.38	1,351.03	3,542.00	2,190.97	61.86%	0.00	1,887.47
15-6660 Office Supplies	581.51	1,180.40	3,000.00	1,819.60	60.65%	0.00	2,904.52
15-6791 Capital Outlay - Technology	0.00	5,404.32	4,000.00	(1,404.32)	(35.11%)	0.00	919.98
15-6792 Capital Outlay - Other	0.00	153,992.50	10,000.00	(143,992.50)	(1439.93%)	0.00	(507,750.46)
Total Supplies & Maintenance	3,359.59	166,206.34	32,995.00	(133,211.34)	(403.73%)	0.00	(489,054.24)
<u>Transfer Out</u>							

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-6701 Interest and Sinking Transfer Out	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
15-6990 Operating Transfer Out	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	631,650.93
Total Transfer Out	0.00	196,659.88	124,395.00	(72,264.88)	(58.09%)	0.00	631,650.93
Total Administration	50,191.11	511,438.93	987,926.00	476,487.07	48.23%	0.00	893,694.95
16-Legal							
Other Services & Charges							
16-6350 Legal	8,010.19	24,862.24	100,000.00	75,137.76	75.14%	0.00	92,074.87
Total Other Services & Charges	8,010.19	24,862.24	100,000.00	75,137.76	75.14%	0.00	92,074.87
Total Legal	8,010.19	24,862.24	100,000.00	75,137.76	75.14%	0.00	92,074.87
17-Council/Board							
Other Services & Charges							
17-6320 Financial (Contract Svs)	6,450.00	9,150.00	16,200.00	7,050.00	43.52%	0.00	17,800.00
17-6330 Audit	0.00	0.00	19,000.00	19,000.00	100.00%	0.00	19,400.00
17-6541 Public Relations/Receptions	300.00	926.80	3,000.00	2,073.20	69.11%	0.00	3,533.72
17-6572 Training	0.00	4,800.78	7,000.00	2,199.22	31.42%	0.00	6,560.00
17-6590 Elections	0.00	0.00	6,500.00	6,500.00	100.00%	0.00	0.00
17-6591 Planning	0.00	9,100.00	40,000.00	30,900.00	77.25%	0.00	31,759.75
Total Other Services & Charges	6,750.00	23,977.58	91,700.00	67,722.42	73.85%	0.00	79,053.47
Expenditures							
17-6595 Code Revisions	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	40,000.00	40,000.00	100.00%	0.00	0.00
Total Council/Board	6,750.00	23,977.58	131,700.00	107,722.42	81.79%	0.00	79,053.47

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
18-Building							
<u>Other Services & Charges</u>							
18-6360 Contract Inspections	3,912.50	10,582.50	30,000.00	19,417.50	64.73%	0.00	32,110.25
18-6582 Site Plan Reviews	0.00	0.00	8,000.00	8,000.00	100.00%	0.00	2,250.00
Total Other Services & Charges	3,912.50	10,582.50	38,000.00	27,417.50	72.15%	0.00	34,360.25
Total Building	3,912.50	10,582.50	38,000.00	27,417.50	72.15%	0.00	34,360.25
21-Public Safety							
<u>Personnel Services</u>							
21-6170 Public Safety Salaries	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
21-6210 Health Care	0.00	0.00	9,500.00	9,500.00	100.00%	0.00	0.00
21-6220 Payroll Taxes	0.00	0.00	4,207.00	4,207.00	100.00%	0.00	0.00
21-6230 TMRS Contribution	0.00	0.00	3,509.00	3,509.00	100.00%	0.00	0.00
21-6250 Unemployment Compensation	0.00	0.00	133.00	133.00	100.00%	0.00	0.00
21-6251 Workers Compensation	0.00	0.00	225.00	225.00	100.00%	0.00	0.00
Total Personnel Services	0.00	0.00	72,569.00	72,569.00	100.00%	0.00	0.00
<u>Other Services & Charges</u>							
21-6370 Contract Services	1,545.00	10,085.00	5,000.00	(5,085.00)	(101.70%)	0.00	38,313.91
21-6371 Sanitarian (Contract Labor)	0.00	0.00	22,000.00	22,000.00	100.00%	0.00	22,413.32
21-6373 Animal Control	0.00	0.00	6,000.00	6,000.00	100.00%	0.00	6,000.00
21-6375 Safety - Traffic Direction	0.00	0.00	30,000.00	30,000.00	100.00%	0.00	0.00
21-6572 Training	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	0.00
21-6574 Event Services	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
21-6583 Fuel	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
21-6794 Capital Outlay - Equipmt/Other	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
Total Other Services & Charges	1,545.00	10,085.00	84,500.00	74,415.00	88.07%	0.00	66,727.23
<u>Supplies & Maintenance</u>							
21-6431 Vehicle Maint/Insurance	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	0.00
21-6610 General Operating Supplies	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	4,000.00	4,000.00	100.00%	0.00	0.00
Total Public Safety	1,545.00	10,085.00	161,069.00	150,984.00	93.74%	0.00	66,727.23
25-Municipal Court							
<u>Other Services & Charges</u>							
25-6270 Annual/Assoc Dues	0.00	0.00	25.00	25.00	100.00%	0.00	25.00
25-6380 MC Judge (Contract Labor)	333.33	999.99	4,000.00	3,000.01	75.00%	0.00	3,999.96
25-6381 City Prosecutor	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
25-6532 Office Tech/Software	0.00	0.00	5,500.00	5,500.00	100.00%	0.00	0.00
Total Other Services & Charges	333.33	999.99	12,525.00	11,525.01	92.02%	0.00	4,024.96
<u>Supplies & Maintenance</u>							
25-6610 General Operating Supplies	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Supplies & Maintenance	0.00	0.00	750.00	750.00	100.00%	0.00	0.00
Total Municipal Court	333.33	999.99	13,275.00	12,275.01	92.47%	0.00	4,024.96
30-Public Works							
<u>Personnel Services</u>							
30-6150 S & W - Code Enforcement & Permitting	5,627.46	13,200.44	0.00	(13,200.44)	0.00%	0.00	44,091.59
30-6151 Salaries - Public Works Manager	0.00	0.00	48,310.00	48,310.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6152 Salaries - Public Works Assistant	0.00	0.00	37,440.00	37,440.00	100.00%	0.00	0.00
30-6153 Salaries - Planning & Development Coordinator	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	0.00
30-6160 S & W - GIS/Permitting Clerk	6,345.60	14,832.84	0.00	(14,832.84)	0.00%	0.00	38,588.48
30-6180 S & W - Maintenance	5,883.75	14,388.75	5,000.00	(9,388.75)	(187.78%)	0.00	7,269.75
30-6210 Health Care	4,415.84	11,176.67	28,500.00	17,323.33	60.78%	0.00	18,457.89
30-6220 Payroll Taxes	1,366.03	3,245.27	10,767.00	7,521.73	69.86%	0.00	6,943.36
30-6230 TMRS Contribution	1,039.50	2,431.64	8,980.00	6,548.36	72.92%	0.00	4,972.84
30-6250 Unemployment Compensation	43.79	120.66	490.00	369.34	75.38%	0.00	37.11
30-6251 Workers Compensation	0.00	0.00	575.00	575.00	100.00%	0.00	0.00
Total Personnel Services	24,721.97	59,396.27	195,057.00	135,660.73	69.55%	0.00	120,361.02
Other Services & Charges							
30-6270 Annual/Assoc Dues	0.00	50.00	250.00	200.00	80.00%	0.00	0.00
30-6370 Contract Services	15,237.50	15,237.50	15,000.00	(237.50)	(1.58%)	0.00	14,801.25
30-6532 Office Tech/Software	0.00	1,527.05	4,000.00	2,472.95	61.82%	0.00	194.72
30-6570 Travel	0.00	0.00	1,500.00	1,500.00	100.00%	0.00	494.36
30-6571 Mileage	0.00	0.00	300.00	300.00	100.00%	0.00	283.14
30-6572 Training	0.00	695.00	5,000.00	4,305.00	86.10%	0.00	650.00
30-6583 Fuel	299.20	849.35	2,500.00	1,650.65	66.03%	0.00	1,274.77
30-6794 Capital Outlay - Equipmt/Other	0.00	0.00	11,000.00	11,000.00	100.00%	0.00	3,070.35
Total Other Services & Charges	15,536.70	18,358.90	39,550.00	21,191.10	53.58%	0.00	20,768.59
Supplies & Maintenance							
30-6431 Vehicle Maint/Insurance	44.08	137.08	2,000.00	1,862.92	93.15%	0.00	1,929.68

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-6610 General Operating Supplies	138.08	444.29	1,000.00	555.71	55.57%	0.00	874.08
30-6612 Tools	0.00	0.00	500.00	500.00	100.00%	0.00	37.49
Total Supplies & Maintenance	182.16	581.37	3,500.00	2,918.63	83.39%	0.00	2,841.25
Total Public Works	40,440.83	78,336.54	238,107.00	159,770.46	67.10%	0.00	143,970.86
31-Roads							
Supplies & Maintenance							
31-6432 Road Maintenance	7,795.50	23,901.51	80,000.00	56,098.49	70.12%	0.00	36,635.38
31-6584 Mowing/Trimming	0.00	550.00	5,000.00	4,450.00	89.00%	0.00	2,773.45
31-6611 Signs/Barricades	2,432.25	4,082.80	7,000.00	2,917.20	41.67%	0.00	2,299.24
Total Supplies & Maintenance	10,227.75	28,534.31	92,000.00	63,465.69	68.98%	0.00	41,708.07
Other Services & Charges							
31-6470 Engineering - Roads	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,950.00
31-6795 Capital Outlay - Roads	0.00	4,840.00	0.00	(4,840.00)	0.00%	0.00	23,300.00
Total Other Services & Charges	0.00	4,840.00	10,000.00	5,160.00	51.60%	0.00	34,250.00
Total Roads	10,227.75	33,374.31	102,000.00	68,625.69	67.28%	0.00	75,958.07
33-Water/Wastewater							
Supplies & Maintenance							
33-6586 Quality Testing WW	0.00	465.00	0.00	(465.00)	0.00%	0.00	2,016.00
33-6588 Public Restroom WW	3,962.70	16,073.47	10,000.00	(6,073.47)	(60.73%)	0.00	42,044.76
Total Supplies & Maintenance	3,962.70	16,538.47	10,000.00	(6,538.47)	(65.38%)	0.00	44,060.76
Total Water/Wastewater	3,962.70	16,538.47	10,000.00	(6,538.47)	(65.38%)	0.00	44,060.76
51-Community Center							
Personnel Services							

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
51-6140 S & W - Director	5,473.21	12,440.38	43,260.00	30,819.62	71.24%	0.00	40,587.99
51-6180 S & W - Maintenance	783.01	2,227.52	20,000.00	17,772.48	88.86%	0.00	11,136.79
51-6186 Salaries - Programs & Events	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
51-6210 Health Care	1,483.26	3,750.91	9,500.00	5,749.09	60.52%	0.00	9,610.62
51-6220 Payroll Taxes	478.62	1,122.11	3,310.00	2,187.89	66.10%	0.00	4,117.33
51-6230 TMRS Contribution	349.19	793.70	2,760.00	1,966.30	71.24%	0.00	2,506.19
51-6250 Unemployment Compensation	21.92	62.37	300.00	237.63	79.21%	0.00	87.99
51-6251 Workers Compensation	0.00	0.00	200.00	200.00	100.00%	0.00	0.00
Total Personnel Services	8,589.21	20,396.99	89,330.00	68,933.01	77.17%	0.00	68,046.91
<u>Other Services & Charges</u>							
51-6270 Annual/Assoc Dues	97.43	97.43	0.00	(97.43)	0.00%	0.00	0.00
51-6411 Telephones	190.53	571.91	2,000.00	1,428.09	71.40%	0.00	2,251.56
51-6532 Office Tech/Software	94.98	688.93	2,000.00	1,311.07	65.55%	0.00	1,911.01
51-6540 Advertising	129.00	723.00	2,000.00	1,277.00	63.85%	0.00	2,249.05
51-6551 Printing	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
51-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
Total Other Services & Charges	511.94	2,081.27	6,150.00	4,068.73	66.16%	0.00	6,411.62
<u>Supplies & Maintenance</u>							
51-6410 Utilities	1,359.48	6,992.51	18,200.00	11,207.49	61.58%	0.00	16,098.26
51-6430 Bldg Repairs/Maintenance	525.20	1,097.47	25,000.00	23,902.53	95.61%	0.00	4,093.66
51-6521 Security System	175.47	373.47	2,000.00	1,626.53	81.33%	0.00	1,222.51
51-6610 General Operating Supplies	143.82	1,201.13	5,000.00	3,798.87	75.98%	0.00	1,763.24
51-6660 Office Supplies	58.46	58.46	500.00	441.54	88.31%	0.00	79.01

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

100 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Total Supplies & Maintenance	2,262.43	9,723.04	50,700.00	40,976.96	80.82%	0.00	23,256.68
Total Community Center	11,363.58	32,201.30	146,180.00	113,978.70	77.97%	0.00	97,715.21
52-Parks							
----- Supplies & Maintenance							
52-6410 Utilities	165.11	466.09	15,000.00	14,533.91	96.89%	0.00	1,353.95
52-6430 Bldg Repairs/Maintenance	0.00	0.00	2,000.00	2,000.00	100.00%	0.00	0.00
52-6585 NATURE TL/OLD BALDY	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	425.00
52-6610 General Operating Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	41.96
Total Supplies & Maintenance	165.11	466.09	18,500.00	18,033.91	97.48%	0.00	1,820.91
Total Parks	165.11	466.09	18,500.00	18,033.91	97.48%	0.00	1,820.91
Total Expense	136,902.10	742,862.95	1,946,757.00	1,203,894.05	61.84%	0.00	1,533,461.54

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
52-Parks	2,578.62	4,935.36	547,720.00	542,784.64	99.10%	0.00	746,466.10
Revenue Totals	2,578.62	4,935.36	547,720.00	542,784.64	99.10%	0.00	746,466.10
Expense Summary							
52-Parks	54,141.37	125,492.95	747,720.00	622,227.05	83.22%	0.00	385,486.34
Expense Totals	54,141.37	125,492.95	747,720.00	622,227.05	83.22%	0.00	385,486.34
Revenues Over(Under) Expenditures	(51,562.75)	(120,557.59)	(200,000.00)	0.00	0.00%	0.00	360,979.76

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
<u>Service Fees</u>							
52-5472 Reservations/Gate Fees	0.00	578.40	452,770.00	452,191.60	99.87%	0.00	675,881.10
52-5474 Facility Rentals	680.00	980.00	15,000.00	14,020.00	93.47%	0.00	18,545.94
52-5476 Special Events	0.00	1,310.00	70,000.00	68,690.00	98.13%	0.00	45,261.06
52-5479 Vending/Merchandise	21.65	101.60	6,000.00	5,898.40	98.31%	0.00	5,563.71
Total Service Fees	701.65	2,970.00	543,770.00	540,800.00	99.45%	0.00	745,251.81
<u>Other Income</u>							
52-5611 Interest Revenues	36.72	75.11	150.00	74.89	49.93%	0.00	310.74
52-5701 Other/Misc	1,840.25	1,890.25	3,800.00	1,909.75	50.26%	0.00	903.55
Total Other Income	1,876.97	1,965.36	3,950.00	1,984.64	50.24%	0.00	1,214.29
Total Parks	2,578.62	4,935.36	547,720.00	542,784.64	99.10%	0.00	746,466.10
Total Revenue	2,578.62	4,935.36	547,720.00	542,784.64	99.10%	0.00	746,466.10

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-Parks							
<u>Personnel Services</u>							
52-6140 S & W - Director	6,345.57	14,806.33	0.00	(14,806.33)	0.00%	0.00	17,307.71
52-6141 S & W - Parks Director	0.00	0.00	54,995.00	54,995.00	100.00%	0.00	3,012.06
52-6180 S & W - Maintenance	4,200.00	8,116.88	0.00	(8,116.88)	0.00%	0.00	(583.83)
52-6181 S & W - Parks PT	6,572.90	16,957.62	116,071.00	99,113.38	85.39%	0.00	87,578.93
52-6182 S & W - Laborer	3,000.00	3,480.00	62,400.00	58,920.00	94.42%	0.00	28,568.33
52-6183 S & W - Programs & Operations Mngr	3,840.00	7,680.00	33,280.00	25,600.00	76.92%	0.00	28,715.84
52-6185 S & W - Nat'l Resource Park Mngr	4,320.00	10,080.00	37,440.00	27,360.00	73.08%	0.00	35,696.88
52-6210 Health Care	4,387.58	9,657.28	45,000.00	35,342.72	78.54%	0.00	32,116.41
52-6220 Payroll Taxes	2,163.32	4,675.73	14,391.00	9,715.27	67.51%	0.00	17,441.37
52-6230 TMRS Contribution	1,155.12	2,421.71	12,002.00	9,580.29	79.82%	0.00	8,464.70
52-6250 Unemployment Compensation	180.81	513.25	455.00	(58.25)	(12.80%)	0.00	1,474.25
52-6251 Workers Compensation	0.00	0.00	6,772.00	6,772.00	100.00%	0.00	0.00
Total Personnel Services	36,165.30	78,388.80	382,806.00	304,417.20	79.52%	0.00	259,792.65
<u>Supplies & Maintenance</u>							
52-6374 Contract Services	11,529.18	13,549.18	20,000.00	6,450.82	32.25%	0.00	21,082.19
52-6410 Utilities	1,047.35	3,825.21	15,000.00	11,174.79	74.50%	0.00	13,845.95
52-6431 Vehicle Maint/Insurance	7.00	141.95	1,000.00	858.05	85.81%	0.00	977.74
52-6433 Equipment Maintenance	0.00	83.99	1,500.00	1,416.01	94.40%	0.00	783.44
52-6610 General Operating Supplies	562.35	3,292.80	22,000.00	18,707.20	85.03%	0.00	20,301.90
52-6613 Materials	801.20	1,365.70	4,000.00	2,634.30	65.86%	0.00	2,681.26
52-6615 Bldg & Maint Supplies	334.58	762.91	1,500.00	737.09	49.14%	0.00	1,737.70

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:42 AM

200 - Blue Hole Parkland Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
52-6616 Programs	1,710.61	2,602.48	13,200.00	10,597.52	80.28%	0.00	5,652.62
52-6660 Office Supplies	0.00	189.35	500.00	310.65	62.13%	0.00	172.87
Total Supplies & Maintenance	15,992.27	25,813.57	78,700.00	52,886.43	67.20%	0.00	67,235.67
<u>Other Services & Charges</u>							
52-6411 Telephones	241.61	726.01	2,400.00	1,673.99	69.75%	0.00	2,788.13
52-6443 Equipment Rent/Lease	53.00	53.00	1,000.00	947.00	94.70%	0.00	1,049.92
52-6532 Office Tech/Software	109.99	8,852.41	13,887.15	5,034.74	36.25%	0.00	3,790.58
52-6562 CC Processing Fees	93.94	296.58	12,992.85	12,696.27	97.72%	0.00	24,930.30
52-6570 Travel	0.00	0.00	1,757.00	1,757.00	100.00%	0.00	0.00
52-6571 Mileage	0.00	0.00	537.00	537.00	100.00%	0.00	0.00
52-6572 Training	1,240.00	1,480.00	2,000.00	520.00	26.00%	0.00	0.00
52-6581 Refunds	100.00	1,281.67	1,000.00	(281.67)	(28.17%)	0.00	23,975.87
52-6583 Fuel	145.26	482.16	850.00	367.84	43.28%	0.00	1,323.23
52-6651 Postage	0.00	0.00	50.00	50.00	100.00%	0.00	0.00
52-6794 Capital Outlay - Equipmt/Other	0.00	8,118.75	249,740.00	241,621.25	96.75%	0.00	599.99
Total Other Services & Charges	1,983.80	21,290.58	286,214.00	264,923.42	92.56%	0.00	58,458.02
Total Parks	54,141.37	125,492.95	747,720.00	622,227.05	83.22%	0.00	385,486.34
Total Expense	54,141.37	125,492.95	747,720.00	622,227.05	83.22%	0.00	385,486.34

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

201 - Municipal Court	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-General	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50
Revenue Totals	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50
Revenues Over(Under) Expenditures	0.13	0.38	0.00	0.00	0.00%	0.00	1.50

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

201 - Municipal Court Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-General							
----- Other Income							
00-5611 Interest Revenues	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50
Total Other Income	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50
Total General	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50
Total Revenue	0.13	0.38	0.00	(0.38)	0.00%	0.00	1.50

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

202 - Wastewater Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
04-Water/Wastewater	23,372.09	55,249.28	345,591.00	290,341.72	84.01%	0.00	121,669.61
Revenue Totals	23,372.09	55,249.28	345,591.00	290,341.72	84.01%	0.00	121,669.61
Expense Summary							
04-Water/Wastewater	15,507.58	62,631.77	345,591.00	282,959.23	81.88%	0.00	209,342.77
Expense Totals	15,507.58	62,631.77	345,591.00	282,959.23	81.88%	0.00	209,342.77
Revenues Over(Under) Expenditures	7,864.51	(7,382.49)	0.00	0.00	0.00%	0.00	(87,673.16)

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

202 - Wastewater Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Service Fees</u>							
04-5400 WW Service Fee	23,370.08	55,243.55	345,516.00	290,272.45	84.01%	0.00	121,590.00
Total Service Fees	23,370.08	55,243.55	345,516.00	290,272.45	84.01%	0.00	121,590.00
<u>Other Income</u>							
04-5611 Interest Revenues	2.01	5.73	75.00	69.27	92.36%	0.00	79.61
Total Other Income	2.01	5.73	75.00	69.27	92.36%	0.00	79.61
Total Water/Wastewater	23,372.09	55,249.28	345,591.00	290,341.72	84.01%	0.00	121,669.61
Total Revenue	23,372.09	55,249.28	345,591.00	290,341.72	84.01%	0.00	121,669.61

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

202 - Wastewater Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6374 Contract Services	13,775.00	42,098.19	94,434.00	52,335.81	55.42%	0.00	199,932.11
04-6410 Utilities	129.77	1,144.08	6,000.00	4,855.92	80.93%	0.00	7,093.45
04-6610 General Operating Supplies	0.00	0.00	4,357.00	4,357.00	100.00%	0.00	0.00
04-6792 Capital Outlay - Other	0.00	13,963.80	0.00	(13,963.80)	0.00%	0.00	(0.37)
Total Supplies & Maintenance	13,904.77	57,206.07	104,791.00	47,584.93	45.41%	0.00	207,025.19
<u>Other Services & Charges</u>							
04-6411 Telephones	162.81	325.70	1,800.00	1,474.30	81.91%	0.00	967.58
Total Other Services & Charges	162.81	325.70	1,800.00	1,474.30	81.91%	0.00	967.58
<u>Transfer Out</u>							
04-6701 Interest and Sinking Transfer Out	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Transfer Out	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
<u>Expenditures</u>							
04-6799 Project Manager - WW Project	1,440.00	5,100.00	0.00	(5,100.00)	0.00%	0.00	1,350.00
Total Expenditures	1,440.00	5,100.00	0.00	(5,100.00)	0.00%	0.00	1,350.00
Total Water/Wastewater	15,507.58	62,631.77	345,591.00	282,959.23	81.88%	0.00	209,342.77
Total Expense	15,507.58	62,631.77	345,591.00	282,959.23	81.88%	0.00	209,342.77

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

205 - Hotel Occupancy Tax	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
15-Administration	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61
Revenue Totals	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61
Revenues Over(Under) Expenditures	4.32	12.82	0.00	0.00	0.00%	0.00	66.61

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

205 - Hotel Occupancy Tax Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
15-Administration							
Other Income							
15-5611 Interest Revenues	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61
Total Other Income	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61
Total Administration	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61
Total Revenue	4.32	12.82	0.00	(12.82)	0.00%	0.00	66.61

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

300 - Capital Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Expense Summary							
30-Capital Projects	58,680.99	202,729.40	615,000.00	412,270.60	67.04%	0.00	0.00
Expense Totals	58,680.99	202,729.40	615,000.00	412,270.60	67.04%	0.00	0.00
Revenues Over(Under) Expenditures	(58,680.99)	(202,729.40)	(615,000.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

300 - Capital Projects Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
30-Capital Projects							
<u>Other Services & Charges</u>							
30-6795 Capital Outlay - Roads	15,449.82	154,498.23	280,000.00	125,501.77	44.82%	0.00	0.00
Total Other Services & Charges	15,449.82	154,498.23	280,000.00	125,501.77	44.82%	0.00	0.00
<u>Expenditures</u>							
30-6801 Capital Outlay - Oak Drive Project	43,231.17	48,231.17	335,000.00	286,768.83	85.60%	0.00	0.00
Total Expenditures	43,231.17	48,231.17	335,000.00	286,768.83	85.60%	0.00	0.00
Total Capital Projects	58,680.99	202,729.40	615,000.00	412,270.60	67.04%	0.00	0.00
Total Expense	58,680.99	202,729.40	615,000.00	412,270.60	67.04%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

400 - Interest and Sinking	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Summary							
10-Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	0.00	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

400 - Interest and Sinking Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>10-Interest and Sinking</u>							
<u>Revenues</u>							
10-6702 I&S General Fund Transfer In	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
10-6703 I&S Waste Water Transfer In	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Total Interest and Sinking	<u>0.00</u>	<u>0.00</u>	<u>363,395.00</u>	<u>363,395.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
 Total Revenue	 <u>0.00</u>	 <u>0.00</u>	 <u>363,395.00</u>	 <u>363,395.00</u>	 <u>100.00%</u>	 <u>0.00</u>	 <u>0.00</u>

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

400 - Interest and Sinking Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>10-Interest and Sinking</u>							
<u>Expenditures</u>							
10-6704 Tax Note Series 2021 Debt Service Principal	0.00	0.00	113,000.00	113,000.00	100.00%	0.00	0.00
10-6705 Tax Note Series 2021 Debt Service Interest	0.00	0.00	11,395.00	11,395.00	100.00%	0.00	0.00
Total Expenditures	0.00	0.00	124,395.00	124,395.00	100.00%	0.00	0.00
<u>Other Services & Charges</u>							
10-6900 Wastewater Debt Service - Prin	0.00	0.00	160,000.00	160,000.00	100.00%	0.00	0.00
10-6901 Wastewater Debt Service - Int	0.00	0.00	79,000.00	79,000.00	100.00%	0.00	0.00
Total Other Services & Charges	0.00	0.00	239,000.00	239,000.00	100.00%	0.00	0.00
Total Interest and Sinking	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	363,395.00	363,395.00	100.00%	0.00	0.00

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

600 - BHP Development Projects	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-BHP Development Projects	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80
Revenue Totals	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80
Revenues Over(Under) Expenditures	0.35	1.04	0.00	0.00	0.00%	0.00	6.80

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

600 - BHP Development Projects Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-BHP Development Projects							
<u>Other Income</u>							
00-5611 Interest Revenues	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80
Total Other Income	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80
Total BHP Development Projects	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80
Total Revenue	0.35	1.04	0.00	(1.04)	0.00%	0.00	6.80

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

602 - Donations/Sidewalks	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-Donations/Sidewalks	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16
Revenue Totals	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16
Revenues Over(Under) Expenditures	2.34	6.94	0.00	0.00	0.00%	0.00	29.16

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

602 - Donations/Sidewalks Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-Donations/Sidewalks							
Other Income							
00-5611 Interest Revenues	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16
Total Other Income	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16
Total Donations/Sidewalks	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16
Total Revenue	2.34	6.94	0.00	(6.94)	0.00%	0.00	29.16

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

604 - WW Collection & Treatment Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
00-WW Collection & Treatment Plan	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater	20.40	93.44	0.00	(93.44)	0.00%	0.00	580.70
Revenue Totals	<u>20.40</u>	<u>196,753.32</u>	<u>0.00</u>	<u>(196,753.32)</u>	<u>0.00%</u>	<u>0.00</u>	<u>630,602.23</u>
Expense Summary							
04-Water/Wastewater	<u>4,446.86</u>	<u>560,030.63</u>	<u>0.00</u>	<u>(560,030.63)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Expense Totals	<u>4,446.86</u>	<u>560,030.63</u>	<u>0.00</u>	<u>(560,030.63)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Revenues Over(Under) Expenditures	<u>(4,426.46)</u>	<u>(363,277.31)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>251,328.52</u>

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

604 - WW Collection & Treatment P Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
00-WW Collection & Treatment Pla							
<u>Other Income</u>							
00-5799 Operating Transfer In	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total Other Income	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
Total WW Collection & Treatment Plan	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	630,021.53
04-Water/Wastewater							
<u>Other Income</u>							
04-5611 Interest Revenues	1.60	50.24	0.00	(50.24)	0.00%	0.00	298.93
Total Other Income	1.60	50.24	0.00	(50.24)	0.00%	0.00	298.93
<u>Interest</u>							
04-5612 Investment Income	18.80	43.20	0.00	(43.20)	0.00%	0.00	281.77
Total Interest	18.80	43.20	0.00	(43.20)	0.00%	0.00	281.77
Total Water/Wastewater	20.40	93.44	0.00	(93.44)	0.00%	0.00	580.70
Total Revenue	20.40	196,753.32	0.00	(196,753.32)	0.00%	0.00	630,602.23

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

604 - WW Collection & Treatment P Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
04-Water/Wastewater							
<u>Supplies & Maintenance</u>							
04-6410 Utilities	4,446.86	13,370.75	0.00	(13,370.75)	0.00%	0.00	10,661.71
04-6792 Capital Outlay - Other	0.00	196,659.88	0.00	(196,659.88)	0.00%	0.00	0.00
Total Supplies & Maintenance	<u>4,446.86</u>	<u>210,030.63</u>	<u>0.00</u>	<u>(210,030.63)</u>	<u>0.00%</u>	<u>0.00</u>	<u>10,661.71</u>
<u>Transfer Out</u>							
04-6990 Operating Transfer Out	0.00	350,000.00	0.00	(350,000.00)	0.00%	0.00	368,612.00
Total Transfer Out	<u>0.00</u>	<u>350,000.00</u>	<u>0.00</u>	<u>(350,000.00)</u>	<u>0.00%</u>	<u>0.00</u>	<u>368,612.00</u>
Total Water/Wastewater	<u>4,446.86</u>	<u>560,030.63</u>	<u>0.00</u>	<u>(560,030.63)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>
Total Expense	<u>4,446.86</u>	<u>560,030.63</u>	<u>0.00</u>	<u>(560,030.63)</u>	<u>0.00%</u>	<u>0.00</u>	<u>379,273.71</u>

City of Wimberley
Revenue And Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

605 - American Rescue Plan	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Revenue Totals	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Expense Summary							
05-American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	0.00	(400,422.00)	0.00	0.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

605 - American Rescue Plan Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
-							
----- Assets							
-5905 American Rescue Plan	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Assets	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00
Total Revenue	0.00	0.00	400,422.00	400,422.00	100.00%	0.00	0.00

City of Wimberley
Revenue and Expense Report
As of December 31, 2021

2/28/2022 10:43 AM

605 - American Rescue Plan Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
05-American Rescue Plan							
<u>Liabilities</u>							
05-6750 Grant Administration	0.00	0.00	60,000.00	60,000.00	100.00%	0.00	0.00
05-6751 Outlay - Projects	0.00	0.00	740,844.00	740,844.00	100.00%	0.00	0.00
Total Liabilities	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total American Rescue Plan	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00
Total Expense	0.00	0.00	800,844.00	800,844.00	100.00%	0.00	0.00



AGENDA ITEM:	1. Discuss and consider possible action regarding Ordinance No. 2022-03, declaring unopposed candidates in the May 7, 2022 General Election elected to office; canceling the General Election; providing for severability, conflicting provisions, governing law, proper notice and open meetings, and an effective date. (<i>City Secretary, Laura Calcote</i>)
SUBMITTED BY:	Laura Calcote
DATE SUBMITTED:	02/25/2022
MEETING DATE:	March 3, 2022

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

The May 7, 2022 General Election for the City of Wimberley can be cancelled due to the three candidates for office running unopposed. The candidates are as follows:

Gina V. Fulkerson – Mayor

Teresa Shell – Place Two

Jim Chiles – Place Four

The Certification of Unopposed Candidates for Wimberley City Council was submitted by City Secretary, Laura Calcote, to the Mayor, City Council and the election candidates on Wednesday, February 23, 2022, and is included in the packet. After the declaration of unopposed candidates is delivered, the governing body (City Council) must meet and vote to cancel the election and certify the unopposed candidates “elected.” Ordinance No. 2022-03, declares the unopposed candidates in the 2022 General Election elected to office and cancels the 2022 General Election. A copy of the Ordinance must be posted on Election Day, Saturday, May 7, 2022, at the Wimberley Community Center. Cancelling the election saves the City \$6,500.00, which was budgeted for Fiscal Year 2022.

The three candidates cannot assume office before the regular canvassing period would have taken place for the General Election. For Type A, General Law city, the first date a candidate can take the oath of office is Friday, May 13th.

REQUESTED ACTION

Motion

Discussion

Ordinance

FINANCIAL

\$6,500 will be saved by canceling the 2022 General Election.

STAFF RECOMMENDATION

Approval of Ordinance No. 2022-03.

ATTACHMENT/S

1. Certification of Unopposed Candidates 02-23-2022
2. Ordinance No. 2022-03 - Cancelling the 2022 General Election

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR
WIMBERLEY CITY COUNCIL
(CERTIFICACIÓN DE CANDIDATOS NO OPUESTOS PARA
EL CONCEJO CIUDAD WIMBERLEY)**

To: Mayor Gina V. Fulkerson
Al: Alcalde Gina V. Fulkerson

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the General Election scheduled to be held on May 7, 2022.

(Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección general que se llevará a cabo el 7 de mayo de 2022.)

List offices and names of candidates:
(Lista de cargos y nombres de los candidatos):

Offices (Cargos):
Mayor
(Alcalde)

Candidates (Candidatos):
Gina V. Fulkerson

Council Member, Place #2
(Miembro del consejo, Lugar #2)

Teresa Shell

Council Member, Place #4
(Miembro del consejo, Lugar #4)

Jim Chiles

Laura J. Calcote
Signature *(Firma)*

Laura J. Calcote
Printed name *(Nombre en letra de molde)*

City Secretary (Secretaria de la Ciudad)
Title *(Puesto)*

February 23, 2022 (23 de febrero de 2022)
Date of Signing *(Fecha de firma)*



ORDINANCE NO. 2022-03

AN ORDINANCE OF THE CITY OF WIMBERLEY, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 7, 2022 GENERAL ELECTION ELECTED TO OFFICE; CANCELLING THE GENERAL ELECTION; PROVIDING FOR SEVERABILITY, CONFLICTING PROVISIONS, GOVERNING LAW, PROPER NOTICE AND OPEN MEETING, AND AN EFFECTIVE DATE.

WHEREAS, the General Election was called and ordered for Saturday, May 7, 2022, by Ordinance No. 2022-01 for the purpose of electing at-large a Mayor and Two (2) City Council Members for Place Two and Place Four to the Wimberley City Council; and

WHEREAS, the City Secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office; and

WHEREAS, the filing deadlines for placement on the ballot and declaration of write-in candidacy have passed; and

WHEREAS, under these circumstances, Subchapter C of Chapter 2 of the Election Code authorizes the City Council to declare the unopposed candidates elected to office and cancel the election;

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

I. The following candidates who are unopposed in the May 7, 2022 General Election are declared elected to office, and shall be issued a certificate of election following the time the election would have been canvassed:

General Election

Mayor

City Council, Place Two

City Council, Place Four

Gina V. Fulkerson

Teresa Shell

Jim Chiles

II. The May 7, 2022 General Election is cancelled, and the City Secretary is directed to cause a copy of this ordinance to be posted on Election Day at each polling place that would have been used in the election.

III. Severability. If any portion of this Ordinance or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance and the application of such provision to other persons and circumstances shall remain valid and in full force and effect, and the City Council hereby declares that this Ordinance would have been enacted without such invalid provision.

VII. Conflicting Provisions. All orders and resolutions, 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 Order shall be and remain controlling as to the matters ordered herein.

VIII. Governing Law. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

IX. Proper Notice and Open Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was acted upon was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

X. Authorization to Execute. The Mayor is authorized to execute and the City Secretary is authorized to attest this Ordinance on behalf of the Council; and the Mayor is authorized to do all other things legal and necessary in connection with the holding and consummation of the Election.

XI. Effective Date. This Ordinance is effective immediately upon its passage and approval.

PASSED, APPROVED AND ADOPTED this ____ day of March, 2022, by a vote of (Ayes) to (Nays) (Abstain) vote of the City Council of the City of Wimberley, Texas.

CITY OF WIMBERLEY

By: _____
Gina V. Fulkerson, Mayor

ATTEST:

Laura J. Calcote, City Secretary

APPROVED AS TO FORM:

City Attorney





AGENDA ITEM:	Discuss and consider possible action regarding the Emergency Operations Plan
SUBMITTED BY:	M. Boese, City Administrator
DATE SUBMITTED:	February 28, 2022
MEETING DATE:	March 3, 2022

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

The City of Wimberley recognizes the importance of preparedness and its impact on responding to an emergency. The City cannot predict exactly when and where an incident is going to happen. This unpredictability means that all city staff and elected officials must be prepared to respond to an incident efficiently and effectively. Through its emergency management program, and collaboration with other public and private partners, the City strives to maintain the highest level of preparedness and capacity to effectively respond to disasters and other emergencies. The City emergency management program is comprehensive, multi-hazard, and embraces local, state, and federal standards as well as proven practices including all phases of emergency management.

This plan is known as the City of Wimberley Emergency Operations Plan (EOP). The plan and its support documents will provide a framework that outlines the City's intended approach to managing emergencies and disasters of all types and should be regarded as guidelines rather than performance guarantees. The City's planning process is supported by collaboration, training, and exercise. This plan is designed to allow for integration with local, state, and federal emergency management and continuity of operations plans. The City EOP and related documents will be reviewed at least annually by the City Administrator.

REQUESTED ACTION

- | | |
|------------|-------------------------------------|
| Motion | ☒ |
| Discussion | ☒ |
| Ordinance | ☐ |
| Resolution | ☐ |
| Other | ☐ |

FINANCIAL

- | | | | |
|-------------------|--------------------------|------------------------------|-----|
| Budgeted Item | ☐ | Original Estimate/Budget: | N/A |
| Non-budgeted Item | ☐ | Current Estimate: | N/A |
| Not Applicable | ☐ | Amount Under/Over Budget: \$ | N/A |

STAFF RECOMMENDATION

Staff recommends City Council approve the Emergency Operations Plan.

ATTACHMENT/S



CITY OF
WIMBERLEY

Emergency Operations Plan

City of Wimberley

Date
February 2022

City of Wimberley Emergency Operations Plan

The City of Wimberley recognizes the importance of preparedness and its impact on responding to an emergency. The City cannot predict exactly when and where an incident is going to happen. This unpredictability means that all city staff and elected officials must be prepared to respond to an incident efficiently and effectively. Through its emergency management program, and collaboration with other public and private partners, the City strives to maintain the highest level of preparedness and capacity to effectively respond to disasters and other emergencies. The City emergency management program is comprehensive, multi-hazard, and embraces local, state, and federal standards as well as proven practices including all phases of emergency management.

This plan is known as the City of Wimberley Emergency Operations Plan (EOP). The plan and its support documents provide a framework that outlines the City's intended approach to managing emergencies and disasters of all types and should be regarded as guidelines rather than performance guarantees. The City's planning process is supported by collaboration, training, and exercise. This plan is designed to allow for integration with local, state, and federal emergency management and continuity of operations plans. The City EOP and related documents are reviewed at least annually by the City Administrator.

The City Administrator is responsible for ensuring promulgation of this plan, which supersedes all previous city emergency plans. If any portion of the Emergency Operations Plan or support documents are held to be invalid by judicial or administrative review, such ruling shall not affect the validity of the rest of the plan. The City Council may designate, in writing, an individual who assumes the role of emergency management coordinator (EMC) and is authorized to develop and distribute plan changes and updates. However, comprehensive, or major revisions will be signed by the Mayor with consent of the City Council.

Mayor

Date Signed _____

APPROVAL & IMPLEMENTATION

Emergency Operations Plan

This Emergency Operations Plan is hereby approved for implementation and supersedes all previous editions.

Approved: _____ Date: _____
Mayor

Concurred: _____ Date: _____
City Administrator

RECORD OF CHANGES

EMERGENCY OPERATIONS PLAN

RECORD OF CHANGES

The record of changes captures changes, updates, reviews, and revisions made to this plan, as well as verifies the plan has been reviewed annually

Change Number	Date of Change	Name	Summary of Change
1	<i>02/28/2022</i>	<i>Michael Boese, City Administrator</i>	<i>New Plan Implementation</i>

RECORD OF DISTRIBUTION

Updated or revised plans must be distributed city wide.

Title and Name of Person Receiving the Plan	Agency (school office, government agency, or private-sector entity)	Date of Delivery	Number of Copies Delivered

TABLE OF CONTENTS.....	5
1.0 PURPOSE.....	6
2.0 LEGAL AUTHORITY.....	6
3.0 EXPLANATION OF TERMS.....	7
4.0 SITUATION AND ASSUMPTIONS.....	8
5.0 CONCEPT OF OPERATIONS.....	12
6.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES.....	18
7.0 COMMUNICATIONS AND LOGISTICS.....	19
8.0 ACTIONS BY PHASES OF EMERGENCY MANAGEMENT.....	21
9.0 LEVELS OF EMERGENCY	23
10.0 DIRECTORY.....	28
11.0 APPENDICES TO THE EMERGENCY OPERATIONS PLAN.....	31

1.0 PURPOSE

The purpose of the City's Emergency Operations Plan (EOP) is to educate and inform on what to do before, during, and after an emergency incident by outlining the responsibilities and duties of the city staff, elected officials, response agencies, private partners, and the community. This plan has been customized to meet the specific and unique needs, capabilities, and circumstances found throughout the City.

The plan addresses the process for developing and maintaining capabilities for a whole-community approach during all phases of emergency management. The plan addresses capabilities needed for mitigation, prevention, preparedness, response, and recovery activities and addresses processes for identifying and meeting training needs. The EOP addresses operational considerations and infrastructure activities designed to mitigate the impacts of hazards that the City faces.

The City of Wimberley will review and update the plan and support documents in a way that is consistent with city policy. Revisions will enhance the city's ability to support all phases of emergency management.

A. Scope

This plan is applicable to all city facilities. This plan includes a hazard analysis, which identifies city specific hazards and addresses those in the plan, annexes, and appendices.

B. Goal

The goal of this plan is to identify city emergency management practices, relationships, responsibilities, and general considerations for the city and for facilities, and departments to integrate emergency management into their emergency plans in order to minimize the loss of life and damage to property.

2.0 LEGAL AUTHORITY

A. Local

1. Texas Government Code Section 418.108 Declaration of a local disaster
2. *Texas Government Code Section 418.109 Authority to render mutual aid assistance.*
3. Texas Government Code Section 418.185 Mandatory Evacuation

B. State

1. Texas Government Code, 418
2. *Texas Government Code, 421*

C. Federal

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act
2. Homeland Security Presidential Directive 5: Management of Domestic Incidents

3. Presidential Policy Directive 8: National Preparedness

3.0 EXPLANATION OF TERMS

A. Acronyms

AAR	After-Action Report
AED	Automated External Defibrillators
EMC	Emergency Management Coordinator
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
HHSC	Health and Human Services Commission
HSEEP	Homeland Security Exercise and Evaluation Program
HSPD-5	Homeland Security Directive – 5
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
ILA	Inter Local Agreement
IP	Improvement Plan
MAA	Mutual Aid Agreement
MOU	Memorandum of Understanding
NRF	National Response Framework
NIMS	National Incident Management System
PBIS	Positive Behavioral Interventions and Supports
PIO	Public Information Officer
TDEM	Texas Division of Emergency Management
UC	Unified Command

B. Definitions

1. **Agreement:** An agreement can consist of a contract, MAA, ILA or MOU between the City and another entity.
2. **Drill:** A drill is typically operations based and designed to practice certain tasks or routines, such as a lock-down.
3. **Emergency:** Any incident that requires responsive action to protect life or property.
4. **Exercise:** An exercise is a hypothetical emergency scenario designed to encourage practical applications from lessons learned from drills such as a tabletop exercise.
5. **Function:** A function is a critical activity that needs to be accomplished during an incident.
6. **Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
7. **Incident:** An occurrence, caused by either human action or natural phenomena that may bring about harm and may require action.
8. **Incident Action Plan:** An IAP formally documents incident goals, operational period objectives, and the response strategy defined by incident command during response planning.

9. **Incident Commander:** The IC has responsibility for the management of all emergency activities.
10. **Incident Command Post:** The ICP is the location where the primary functions are performed.
11. **Incident Command System:** ICS is the response infrastructure designed under the National Incident Management System to facilitate effective and efficient management of an incident.
12. **Incident Command System Forms:** These forms are intended for use as tools for the creation of Incident Action Plans (IAPs), for other incident management activities, and for support and documentation of ICS activities.
13. **Inter Local Agreement:** An interlocal agreement is a written contract between local government agencies such as a city, a county, a school board or a constitutional office.
14. **Mutual Aid Agreement:** An MAA commits parties to a mutually beneficial, cooperative agreement. The agreement is usually to provide staff, resources, and/or services during an emergency with the expectation of a future reciprocal exchange of comparable value, if needed.
15. **Memorandum of Understanding:** An MOU is a written agreement designed to ensure that needed resources are available.
16. **National Incident Management System:** NIMS coordinates emergency preparedness and incident management among various federal, state, and local agencies. NIMS provides a consistent nationwide approach for organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents regardless of cause, size, or complexity.
17. **National Response Framework:** NRF is a guide to how the nation will conduct all-hazards incident response including the development of policies, plans, and procedures governing how to effectively allocate and provide resources.
18. **President's Homeland Security Directive 5:** A presidential order that established a single, comprehensive national Incident Management System and requires all federal departments make adoption of the NIMS by state, tribal, and local organizations a condition for federal preparedness assistance through grants, contracts, and other activities.
19. **Texas Division of Emergency Management:** A state agency that coordinates with state and local governments to lessen the impact of emergencies and disasters.
20. **Unified Command:** The UC is a structure in which the role of the incident commander is shared by two or more individuals, having authority in a different responding agency.

4.0 SITUATION AND ASSUMPTIONS

A. Situation

Wimberley is an incorporated type A general law city located in Hays County, Texas, at 29°59'44"N 98°06'03"W, with a 2020 population of **3,440**. The average household income in Wimberley is \$95,281 with a poverty rate of 11.98%. The median house value is \$288,200. The median age in Wimberley is 55.6 years, 47.8 years for males, and 58.1 years for females.

Emergency services are provided by **Wimberley Fire Rescue** Hays County Emergency Services City No. 4 111 Green Acres Drive, Wimberley, TX. 78676, (512) 847-3536.

City of Wimberley Emergency Operations Plan

Emergency medical services are provided by **Wimberley Emergency Medical Services (EMS)** 220 Twilight Trail, Wimberley, TX. 78676 (512) 847-2526.

Public safety is provided by the **Hays County Sheriff's Department** 810 S. Stagecoach Trail, San Marcos, TX. 78666 (512) 393-7800 and **Hays County Constable, Precinct 3**, 200 Stillwater, Suite 106, Wimberley, TX. 78676 (512) 847-5532.

Emergency shelter is provided by **First Baptist Church Wimberley** 15951 Winters Mill Parkway, Wimberley, TX. 78676 (512) 847-9035 and **Barnabas Connection** 101 W. Spoke Hill Drive, Wimberley, TX. 78676 (512) 842-9674.

To provide an effective response to an emergency or incident, this plan may be activated in part or in whole, as necessary, by the Mayor and/or the designee.

The intent of this plan is to minimize or mitigate the effects of natural, technological, and human-caused hazards that may affect the city. There are 3 city buildings with city staff and 2 designated critical infrastructure facilities. Wimberley ISD has 4 campuses within city limits and 3 campuses outside of city limits. Wimberley Village Library has 1 facility. There are 3 assisted living facilities within city limits.

1. City Facilities

Name of Facility	Address	Number of Employees
City Hall	221 Stillwater	7
Community Center	14068 Ranch Road 12	3
Blue Hole / Park Administration Bld	100 Blue Hole Lane	7
Main Lift Station	Inter FM 3237 & Ranch Road 12	0
Blue Hole Lift Station	Blue Hole Park 3000045156	0

2. School Campuses within City Limits

Wimberley ISD has 1 administration building, 1 high school, 1 middle school, 1 auxiliary campus, and 1 athletic Stadium. In addition, Wimberley ISD has 3 campuses outside of city limits.

Name of Facility	Address	Number of Staff & Students
WISD Central Office	951 FM 2325	50
Wimberley High School	100 Carney Ln	830
Danforth Junior High	200 Texan Blvd	620
Texan Stadium	199 Texan Blvd	Unk
Scudder Campus	400 Green Acres Dr	Unk

Outside of City Limits		
Jacobs Well Elementary	3470 Ranch Road 12	535
Blue Hole Primary	15900 Winters Mill Pkwy	650
WISD Baseball / Softball Fields	290 Ballpark Rd	?

3. Wimberley Village Library

Name of Facility	Address	Number of Employees/Visitors
Wimberley Village Library	400 FM 2325	40

4. Assisted Living Facilities within City Limits

Name of Facility	Address	Number of Staff & Residents
Alexis Pointe Senior Living	14390 Ranch Road 12	105
Symphony of Wimberley	501 FM 3237	56
Deer Creek of Wimberley	555 FM 3237	Unk

5. Resources

The city has established inter local agreements (ILAs), memorandums of understanding (MOUs) and/or mutual aid agreements (MAAs) with agencies and businesses in the community to assure access to resources during an emergency incident. A list of current agreements and available resources can be found in the City Emergency Operations Plan Agreements Appendix.

City Hazard Summary

6. City Hazard Summary

The city is exposed to many hazards. All the hazards listed in the table below have the potential for disrupting city operations. These identified hazards have been assessed by risk and likelihood and ranked accordingly.

SUMMARY ON NEXT PAGE

City of Wimberley Emergency Operations Plan

	Probability*	Severity of Impact on Public Health and Safety*	Severity of Impact on Property*	
Hazard Type	(See Below)	(See Below)	(See Below)	
Natural Hazards				
Severe Weather	Possible	Limited	Critical	
Flood	Highly Likely	Critical	Catastrophic	
Wildfire	Likely	Critical	Critical	
Tornado	Possible	Critical	Critical	
Other				
Technological Hazards				
Power / Water Loss	Possible	Critical	Catastrophic	
IT System Failure	Possible	Limited	Limited	
Other				
Human-Caused Hazards				
Cyber Attack	Possible	Critical	Critical	
Civil Unrest	Unlikely	Critical	Critical	
Active Threat	Unlikely	Critical	Limited	
Other				
* Probability:	Unlikely	Possible	Likely	Highly Likely
* Severity of Impact:	Negligible	Limited	Critical	Catastrophic

B. Assumptions

1. The Emergency Operations Plan (EOP) is a framework that provides guidance and structure to support the city's mission to provide a safe environment that contributes to the quality of life.
2. As every emergency incident is different, no single document can outline a specific chronology for response and recovery. Therefore, this plan is intended to reduce the effects of natural, technological, or human-caused incidents affecting infrastructure, safety, security, and health.
3. The city does not have a police department, fire department or emergency medical services and therefore depends upon external emergency first responders for life safety and protection, including the services of law enforcement, fire, emergency medical and public health.
4. An emergency incident could occur at any time and at any place. In many cases, dissemination of warning and implementation of increased readiness measures may be possible; however, some emergency situations occur with little or no warning.
5. Action is required immediately to save lives and protect property. An incident (e.g., fire, gas main breakage) could occur at any time without warning and the employees of the city cannot, and should not, wait for direction from administration.
6. Outside assistance from fire rescue, law enforcement, and emergency managers will be available in most incidents. Because it takes time to request and dispatch external assistance, it is essential for the city staff to request assistance quickly.

7. Rapid and appropriate response may reduce the number and severity of injuries.
8. Proper mitigation and prevention actions, such as enforcing current building and fire codes, maintaining fire and health protocols, and conducting safety and security training, may help prevent or reduce incident- related losses.
9. The City has limited personnel and will rely on external agencies for assistance. However, as emergency functions tend to parallel day-to-day functions, to the extent possible, the same city personnel and resources used daily will be employed during emergencies.
10. Personnel and equipment may be limited, so some routine functions and activities that do not contribute to the emergency response may be suspended and/or redirected to accomplish emergency tasks.
11. Personnel with special assignments, training, or capabilities may be asked to perform tasks other than their daily duties.
12. Whenever possible, the city will provide public information and instructions prior to and during emergencies and will coordinate response and recovery with emergency managers and first responders.
13. City staff are empowered to assess the seriousness of incidents and respond accordingly.
14. The city regularly schedules emergency training for staff.
15. Non-city entities who support the city, through written agreement or as identified in plans or guidelines are vetted through the city and authorized to work on its behalf. They may include local non-profit, volunteer, or faith-based organizations.
16. During or after an incident, many of the products and services used to meet the daily needs of the city, and/or facilities may not be available. Alternate sources for products and services may be utilized.
17. This plan is intended to provide guidance but does not imply performance guarantees. The city may deviate from the plan, as necessary.

5.0 CONCEPT OF OPERATIONS

A. City's Approach to Emergency Management

The city's multi-hazards emergency operations plan does not replace the responsibility of city staff to develop and test emergency processes. To the extent possible, the same personnel and resources used for day-to-day operations will transition to response operations. Because personnel and resources are limited, some routine day-to-day operations that do not support the response may be suspended. The personnel, equipment, and supplies that would typically be required for the suspended operations will be redirected to accomplish assigned roles and responsibilities.

The Mayor is responsible for overall emergency management planning for the city and may designate an individual to serve as the city's emergency management coordinator to support a strong emergency management program. The Mayor may also identify individuals whose responsibilities are to support the City's emergency management program and response.

The city formally utilizes the National Incident Management System (NIMS) in accordance with the President's Homeland Security Directive 5 (HSPD-5), Texas Governor's Executive Orders, and the National Response Framework (NRF).

NIMS is a multifaceted system that provides a national framework for preparing, preventing, responding to, and recovering from disasters. NIMS is a comprehensive approach to incident management that is applicable to all jurisdictional levels and across functional disciplines. This system is suitable across a wide range of incidents and hazard scenarios, regardless of size or complexity. NIMS provides a flexible framework for all phases of incident management, as well as requirements for processes, procedures, and systems designed to improve interoperability. This plan, in accordance with the NRF, is an integral part of the national effort to prevent and reduce America's vulnerability to terrorism, major disasters, and other emergencies; to minimize damage and recover from attacks, major disasters, and other emergencies that occur. In the event of an Incident of National Significance, as defined in HSPD-5, NIMS allows for the integration of operations for all levels of government, the private sector, and nongovernmental organizations through the use of its coordinating structures, processes, and protocols.

B. Pre-Incident Actions

Upon receipt of a warning or the observation that an emergency situation is imminent or likely to occur, the City of Wimberley will initiate actions to prepare for the incident. The purpose of these actions is to evaluate the seriousness of the threat and determine appropriate courses of action to protect life and property. This may include convening a Situation Assessment Team, a group of key City of Wimberley officials to monitor the situation and take appropriate actions. It also may include alerting appropriate city staff and agencies, and, in some instances, alerting the public.

Events that may trigger pre-incident preparation and analysis activities include:

- A major hurricane.
- Weather forecast indicating a significant threat of severe weather and/or flooding.
- Receipt of a potential dam failure advisory.
- Likelihood of rolling blackout or other power failures.
- Notification of actual or threatened cyber events.
- Conditions conducive to wildland fires, such as the combination of high heat, strong winds, and low humidity.
- A potential major hazardous materials incident.
- A rapidly deteriorating international situation that could lead to an attack upon the United States.
- Information or circumstances indicating the potential for acts of terrorism, violence or civil disturbance.
- An unusual pattern of disease reporting.

C. Incident Command System (ICS)

The ICS in use today is an outgrowth of California's FIRESCOPE program that was developed in the 1970s to improve management of large wildfires. ICS was designed to provide a common management structure that would result in better decisions, more effective use of available resources, and clarification of "who is in charge?" ICS was specifically designed for incidents that involve many local, State, and Federal agencies and multiple political jurisdictions. The ICS is based on several important philosophical principles:

- ICS does not require individual agencies to relinquish their legal or basic operational responsibilities.
- Major emergencies result in a response from many organizations that may have overlapping jurisdictions and responsibilities. This historically results in conflict over "who is in charge?" ICS resolves this with the concept of Unified Command in which two or more agency officials can jointly manage an incident.
- ICS is an organizational system based on functions rather than by agency. This means that personnel from one department may be assigned to several organizational divisions, depending on their function in the emergency.
- ICS is a flexible system that permits all response agencies to anticipate and modify the management structure. This dramatically reduces the time and difficulty required to get organized.

D. City of Wimberley Emergency Operations Plan Basic Plan

Levels of Organization Field Response

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. ICS is used to control and coordinate field-level response activities. ICS provides a standard organizational structure to facilitate coordination of multiple response organizations at the field level. During a field response operation, the EOC may or may not be activated, depending on the severity and type of incident. Generally, responders handle day-to-day activities using ICS without EOC support.

Local Government

Local governments include cities, counties, and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction. The local government emergency management organization and its relationship to the field response level may vary, depending upon factors related to geographical size, population, function, and complexity.

County

This term encompasses all political subdivisions located within the County, including special districts. The County manages and/or coordinates information, resources, and priorities among local governments within the County and serves as the coordination and communications link between the local government level and the regional level.

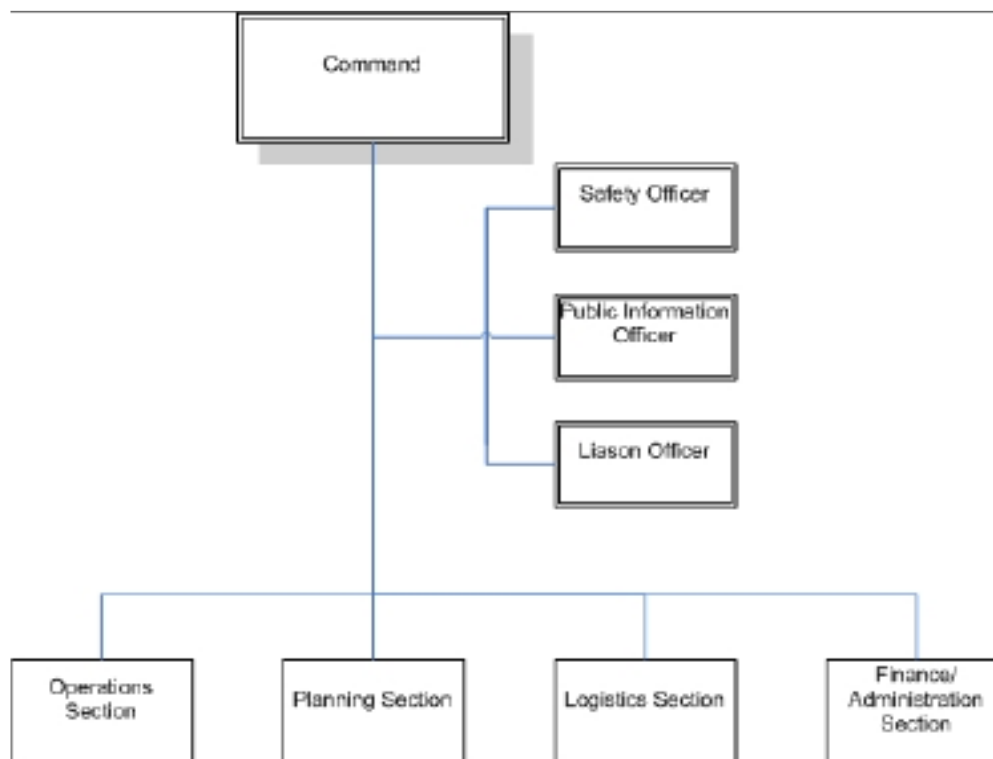
Region

The State of Texas is divided into 24 regional mutual aid jurisdictions, based upon existing Councils of Government regional boundaries. Wimberley - Hays County is part of CAPCOG, a 10- county region that includes Travis, Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, and Williamson Counties.



The regional level manages and coordinates information and resources among the local governments and counties within the 10-county area. The regional level also coordinates overall State agency support for emergency response activities within the region.

E. ICS Functional Areas



F. Authority of the Mayor

The Texas Disaster Act places overall responsibility for the management of local disasters with the Mayor, as the presiding officer of the City Council.

The Texas Government Code provides a means for the Mayor to exercise certain powers and request State assistance following a Declaration of Local Disaster. The final decision rests with the Mayor as the chief elected official.

The Texas Government Code also provides a means by which the Mayor may request the declaration of a State of Emergency. TDEM and the City Secretary will be given copies whenever the Mayor decides to execute either order.

Additionally, the Mayor has an important communications role before, during, and after an emergency. Complementing the communications efforts of the Public Information Officer (PIO), the public and community often look to the Mayor.

The Mayor has important statutory emergency authority and responsibilities following the issuance of a Declaration of Disaster. To execute these formal and informal responsibilities, the Mayor will be kept informed and in the loop, in real time, during emergency identification, preparation, response, and recovery. This will be achieved as shown in the notification sequence of this plan. Additional situational awareness will be provided through personal briefings, as well as monitoring of conference calls and observation of EOC activities.

The Executive Order of the Governor Relating to Emergency Management provides that the Mayor may, when a State of Local Disaster has been declared, exercise similar powers on an appropriate local scale as have been granted to the Governor in the Disaster Act. A Disaster Declaration is also required when seeking State or Federal assistance, including a Presidential Disaster Declaration.

A Disaster Declaration provides the Mayor with additional powers. These powers include, but are not limited to, the following:

- Temporarily suspending the provisions of any City statute prescribing the procedures for conduct of City business or the orders or rules of a City Department if strict compliance with the provisions, orders, or rules would in any way hinder, prevent, or delay necessary action in coping with a disaster
- Using all available resources of City government that are necessary to cope with the disaster
- Temporarily reassigning resources, personnel, or functions of City Departments or their units for the purpose of facilitating emergency services
- Commandeering or using any private property needed to cope with the disaster, subject to compensation requirements
- Ordering evacuation of all or part of the population from a stricken or threatened area
- Controlling ingress and egress to and from a disaster area
- Purchasing, leasing, or otherwise acquiring temporary housing units to be occupied by disaster victims.

When the Mayor makes a Declaration of Local Disaster and exercises the above powers, the City Administrator will execute the orders as directed by the Mayor.

G. State of Emergency

To deal with issues of civil unrest, the Mayor may request the Governor declare a State of Emergency. The Governor may proclaim a State of Emergency and issue directives to control and terminate the emergency and protect life and property. Directives issued by the Governor for a State of Emergency expire 72 hours after issuance; however, successive States of Emergency may be declared by the Governor.

In most cases, a Disaster Declaration is more appropriate for responding to natural or technological emergencies. An emergency declaration may be appropriate for security-related incidents where local law enforcement resources are insufficient to handle the situation.

H. City Administrator

The City Administrator is responsible for the City of Wimberley Emergency Management Program and coordinates emergency preparedness and response activities for the City as required by local and state law. Emergency Management provides the means for command, control, and communications for multiple agencies and departments that respond to an event or a crisis. The City Administrator may lead the response to an incident; but typically provides technical and logistical support to on-scene command and assists with the management of the overall City response.

The City Administrator assists in the comprehensive development of policies, plans, and procedures to protect life and property. This may be achieved by bringing key players and stakeholders together to develop plans, preparedness activities, and response strategies. Although the City Administrator acts as a facilitator for the development of emergency planning, they also create a number of strategic plans and coordinates emergency planning as required by state law. The EOP is one of these documents. The City Administrator performs a number of other activities that enhance the City's readiness and response, including:

- Coordinating all phases of development and distribution of the EOP and related Appendices.
- Establishing liaisons with County, State, Federal, and other emergency planning, response, and relief agencies, including non-governmental organizations, public and private.
- Ensuring proper operation of the Wimberley warning system.
- Disseminating information on emergency preparedness to the public.
- Maintaining the draft text of "emergency proclamations orders" and "ordinances", in coordination with the City Attorney.
- Coordinating the development and execution of City-wide disaster exercises and other drills. Conducting exercise critiques and monitoring the follow up of recommendations for improved actions.
- Monitoring City compliance with all applicable Federal and State statutes, regulations, and rules.
- Monitoring severe weather and other hazardous conditions.
- Evaluating weather conditions and projecting the impact on both the public and basic City services.

- Coordinating advisories with the National Weather Service Office and other emergency response agencies.
- Contacting the Wimberley Fire Rescue, Hays County Sheriff's Office, Emergency Medical Services (EMS), and other appropriate agencies when potentially severe weather is observed, or a hazardous condition report is received.
- Coordinating with the City Public Information Office to issue public warnings and emergency preparedness and response information through the news media.
- Supporting the Incident Command Post (ICP) by:
 - Providing technical information;
 - Establishing emergency shelters;
 - Disseminating emergency information to the public;
 - Notifying State agencies and City departments as needed.
- Providing advice on emergency-related issues to stakeholders.
- Assisting in incident documentation for historical and post-incident evaluation purposes.
- Designating marshaling locations for volunteer help and mutual aid forces.

I. Personnel

Emergencies may involve an extended period of rescue, clean up, and damage assessment, which means that personnel may be doing strenuous work for extremely long hours. Supervisors should refer their questions about employees' work hours to the City of Wimberley Employee Personnel Policy Manual.

- Callback of emergency response and/or recovery personnel.
- Communicating with employees who are not directly involved in emergency response or recovery.
- Coordinating, during emergencies, the use of personnel for jobs other than their normal assignments.
- Coordinating the use of temporary outside or loaned personnel from other organizations to assist with emergency response and recovery.
- Providing cash for emergency expenditures and payroll for emergency response and recovery personnel.
- Adjusting shift scheduling as needed.
- Providing regular, scheduled rest and relief for emergency response and recovery personnel.

6.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Mayor: Following the Declaration of Local Disaster, the Mayor provides direction to the City Administrator to execute his/her orders. The Mayor represents the City of Wimberley government with elected officials as well as County, State, and Federal agencies. The Mayor will provide regular updates to members of city council and other elected officials.

B. City Administrator:

Prior to a Declaration of Local Disaster

- Directs City Departments in response to and recovery from emergencies.
- Coordinates with Wimberley Fire Rescue, EMS, the Hays County Sheriff's Office, Emergency Dispatch, and other emergency response agencies both public and private to assist in preparation.
- Advised Mayor and City Council on preparedness and courses of action

After a Declaration of Local Disaster

- Advises the Mayor on courses of action. Executes orders as directed by the Mayor. Exercises operational control of all City of Wimberley government activities.

C. City Attorney: Provides legal and liability counsel to the Mayor and city council.

D. City Secretary: Ensures all declarations and other related documents are properly recorded. Completes press releases and other forms of public communication. Acts as the public information officer for the city.

E. Public Works Supervisor: Leads the public works response and leads wastewater restoration activities. Ensures all dangerous public roadways are closed.

F. Wimberley Fire Rescue: Leads fire and rescue activities and provides guidance to the city.

G. Wimberley EMS: Leads emergency ambulance services involving management of issues related to pre-hospital patient care, including mass casualty incidents, and provides guidance to the city.

H. Hays County: County responsible for directing and coordinating emergency management and homeland security programs to prevent/mitigate, prepare for, respond to, and recover from emergencies and disasters.

I. Sheriff, Hays County Sheriff's Office: Coordinates the law enforcement response and provides guidance to the city.

J. Wimberley Water: Leads water restoration activities and provides guidance to the city.

K. Pedernales Electric Cooperative: Leads power restoration activities and provides guidance to the city.

L. Texas Disposal Systems: Leads trash collection and debris removal effort. Provides temporary restroom and shower facilities as requested.

M. Wimberley Valley Radio: Assists with emergency communications for the public including early warning alerts and information following an emergency event.

N. Superintendent of Wimberley Independent School City: Leads the school response and provides guidance to the city.

O. Non-profit Community Resources / Partners: Assists with disaster response by providing food, water, and shelter. Acts as a conduit for additional resources.

P. City of Woodcreek: Neighboring municipality.

7.0 COMMUNICATIONS AND LOGISTICS

A. Warning Systems

Primary Warning System

The City of Wimberley considers the media and radio to be the primary means of communicating warning, emergency public information and public information to the public at all stages of a disaster. Information is disseminated to the media, radio, and via social media account. This may be supplemented by media advisories, media releases, interviews with spokespersons and press conferences, as appropriate to the incident. The broadcast media, accessed through social media, is the primary system for disseminating warning and emergency information to the public. Additionally, the public may receive this information directly from the city via social media or the city's website.

Secondary Warning System

City of Wimberley Alerts is designed to provide 24-hour-a-day emergency notifications via text message, email, pager, or voicemail to those who choose to sign up through the city's website.

B. Mutual Aid Agreements

The City supplements its resources with mutual aid agreements (also known as interlocal agreements). These agreements, in which the parties agree to assist each other in disasters, can be made with neighboring jurisdictions (i.e. Hays County and neighboring towns), or can be made with private emergency response teams. Mutual aid agreements are legal documents, signed by heads of the government (or of the private organizations), stating the participating entities' agreement to assist one another in disaster situations. These agreements may typically include things such as:

- Authority to operate in another jurisdiction.
- Provision of resources and services.
- Compensation for workers.
- Clarification of legal liability.
- Specification of who will command operations involving mutual aid.
- Specification of who will declare States of Disaster.
- Specification of who will administer resources received from third parties.
- Specification of who will provide benefits to those injured or killed while rendering aid.

C. Non-Profit Relief Organizations

Another source of outside assistance is private relief organizations, such as Barnabas Connection, the Salvation Army, charitable organizations, civic organizations, service organizations, and church groups. These organizations may assist in many ways, including the distribution of food, medicine, and supplies, the provision of emergency shelter, and the restoration of community services. They also provide significant individual assistance in the aftermath of disasters such as floods, fires, or tornadoes.

D. Regional Assistance

Cities routinely engage in mutual aid agreements with sister organizations from within or near Hays County. However, the process for the request and deployment of regional assets that are not covered in existing mutual aid agreements is outlined in the Capital Area Regional Response Plan. This plan covers regional assets in the 10-

county CAPCOG region. All inbound and outbound requests for regionally available or required resources will be processed through the Capital Area Regional Response Plan.

E. State Assistance

When local and regional resources are not sufficient to cope with the disaster or emergency, the city administrator will contact the Mayor. At the direction of the Mayor, the city administrator will formally request assistance from the DPS Disaster City 12 Commander.

If the request is beyond the capabilities of the local Disaster City, the Disaster City Chairperson (DDC) will forward the request to the State Operations Center (SOC). The SOC reports to the Governor and is staffed 24-7-365 by the TDEM.

F. Federal Assistance

If the situation is beyond the capabilities of the State, the Governor will request that the President declare Hays County a major disaster area and make available the resources provided for under Public Law 93-288, as amended by the Stafford Disaster Relief and Emergency Assistance Act of 1988.

FEMA coordinates the provision of Federal assistance which can come either in the form of resources (personnel and equipment) or money for affected citizens, municipalities, or both. Monetary reimbursement usually comes after a Disaster Declaration. Resource requests must be channeled through the State and usually come after local and State resources are exhausted or not available.

G. Recovery

Recovery activities involve the restoration of services to the public and returning the affected area(s) to pre-emergency conditions. Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat. Recovery activities may reflect the continuation of the response phase activities (i.e., restoration of utilities), or they may include new activities, wholly enacted as a part of the recovery process, after the disaster has abated (i.e., removal of debris after a flood).

Examples of recovery activities include:

- Coordinating restoration of utilities.
- Coordinating debris management.
- Coordinating individual assistance programs.
- Providing long-term recovery housing to displaced victims.
- Applying for State and Federal assistance programs.
- Conducting hazard mitigation analyses including review and update of city codes as necessary.
- Identifying residual hazards.
- Determining and recovering costs associated with response and recovery.
- Monitoring restoration activities.
- Establishing emergency index codes for cost tracking purposes

H. Joint Information Center (JIC)

The various PIOs of all the agencies involved in an incident should coordinate their efforts by establishing a JIC. In emergencies, it is critical that all public information be accurate, complete, and consistent. Through an integrated JIC, media information among the various agencies and the EOC can be coordinated into unified media briefings and releases. Receiving clear, accurate information provides greater opportunity for the public to prepare, withstand, and recover from an emergency. Some of the public information services coordinated by the JIC include the following:

- News briefings and conferences.
- Background data to news media.
- Spokespersons to elaborate on and explain the event.
- An information center the public can contact regarding the emergency.

8.0 ACTIONS BY PHASES OF EMERGENCY MANAGEMENT

A. The City has identified the following actions for all phases of emergency management.

1. Mitigation Actions

Mitigation actions include activities to reduce the loss of life and property from natural, technological, and human-caused hazards by avoiding or lessening the impact of an incident and providing value to the public by creating safer communities. Mitigation actions address the cycle of disaster damage, reconstruction, and repetitive damages. These actions will have long-term sustained effects.

2. Prevention Actions

Prevention actions include activities to avoid an incident or to intervene to stop an incident from occurring. Prevention involves activities to protect lives and property.

3. Preparedness

Preparedness actions include a continuous cycle of planning, organization, training, equipping, exercising, evaluation, and taking corrective action to ensure effective coordination during incident response.

4. Response

Response actions include activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response includes the execution of emergency operations plans.

5. Recovery

Recovery actions include activities that address both short-term and long-term efforts for rebuilding and revitalization of the City.

9.0 LEVELS OF EMERGENCY

The City Administrator or designee is responsible for determining appropriate readiness levels based on current conditions effecting the city.

- **Level 7: Normal Conditions** (Regular city operations are unaffected.)

The normal operational status of government. The impacts of potential threats that occur are minimal and are capable of being handled by the normal operations of the City. They do not require governmental coordination beyond what occurs on a day-to-day basis.

EOC:	• Not activated
City Declaration of Local Disaster:	• Not appropriate
Legal:	• Normal operations

Sample Event Triggers:

- Daily operations

Corresponding Alert Levels:

FEMA Incident Complexity Type 4 & 5 (Daily incidents)

- **Level 6: Potential Threat Increased Readiness** (Regular city operations are affected slightly.)

The initial detection and monitoring stage of an event occurring or anticipated to occur that has the potential to have a significant impact on City operations or the community. Assessment is made to determine the hazard(s), timing, and impact on the delivery of City services and to the general public.

Command and Control:	• Alert staff, determine personnel availability, update EOC staff call lists. • Consider situation briefings for senior staff.
EOC:	• Not activated
City Declaration of Local Disaster:	• Not appropriate
Legal:	• As appropriate to the event, the City Attorney will review the potential Emergency situation

Sample Event Triggers:

- National Weather Service places Wimberley within the medium risk category.
- Severe Thunderstorm Watch
- Flood/Flash Flood Watch

- Any tropical storm with a forecast track hitting the Central Texas coast within the next 72 hours.
- Any category of hurricane entering the Gulf of Mexico.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 4 & 5 (Daily Incidents)
- **Level 5:** Likely Threat (Regular city operations experience some level of disruption.)

The initial alert stage of an event occurring or anticipated to occur. City staff is notified of developing, near-term threats which could significantly impact City operations and/or will likely result in the need for multi-agency coordination.

Preparedness actions may include holding coordination meetings or conference calls among key response and recovery stakeholders. Actions may also include assembly of a Situation Assessment Team to make a more comprehensive threat assessment. This assessment team may work from the EOC or offsite. Individual departments may enact internal preparedness and readiness plans or take actions based upon the threat and its impact.

Command and Control:	• Update EOC staffing requirements based on threat. • Determine specific EOC staff assignments and alert staff. • Monitor potential emergency situation and determine possible impact areas. • Update maps, charts, displays, and resource data. • Consider the need coordination conference calls. • Notify the Mayor.
EOC:	• May be used by Situation Assessment Team.
City Declaration of Local Disaster:	• Not appropriate
Legal:	• The City Attorney will designate the personnel on call for emergency duty.

Sample Event Triggers:

- National Weather Service places Wimberley within the high-risk category.
- Adverse weather associated with an approaching weather system that is likely to have a significant impact on the city.
- Any winter weather watch.
- ERCOT enacts a level 1 emergency of the Emergency Electric Curtailment Plan.
- A Category 1-3 hurricane, either forecasted or actual, having the potential to impact the Texas coast within the next 120 hours.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 4 & 5 (Daily Incidents)

- **Level 4:** Limited or Pre-Planned Event (Regular city operations experience an elevated level of disruption.)

An event or stage of an event that requires multi-agency coordination beyond that which occurs on a day-to-day basis among agencies.

The EOC may be activated and staffed by the involved agencies. If not activated, coordination will take place electronically.

The event must meet one or more of the following criteria:

- Support is needed to provide the coordination of resources and/or other assistance to an event that is being managed.
- Support is needed for a short-duration, multi-agency event that involves coordination of local resources and/or joint information.
- Support is needed for the multi-agency coordination of a pre-planned event.
- Other than pre-planned events, the time span of operations in these events is typically, less than 24 hours.

Activities typically involve one or more of the following elements:

- Interagency coordination;
- Joint information coordination;
- Acquisition of locally obtainable resources or a limited number of regional and/or State resources.

Command and Control:	• Consider situation briefings for EOC and city staff, including conference calls. • Consider partial activation of EOC if this has not already been accomplished. • Check status of Alternate EOC if needed. • Notify and brief the Mayor • Provide updates as appropriate to situation.
EOC:	• May be activated
City Declaration of Local Disaster:	• Not likely
Legal:	• The City Attorney will be prepared to respond if called.

Sample Event Triggers:

- A Mass Casualty Incident (MCI) event.
- Any aircraft crash that involves a cargo jet or any type of military aircraft.
- Evacuation involving less than 100 persons that requires the establishment of a shelter.
- Rain and flooding with low water crossing closures, with limited impact on residences and businesses.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3

- **Level 3: Significant Event** (Regular city operations experience a significant level of disruption.)

An event or stage of an event that will require extensive multi-agency coordination and/or involve multiple operational periods. The bulk of required resources are obtained through local means; however, additional regional or State resources may be requested.

Command and Control:	• Summon EOC staff and activate the EOC. • Monitor situation. • Update maps, charts, displays, and resource lists. • Arrange for food service in the EOC if needed. • Determine possible hazard impact areas and potential hazard effects. • Conduct briefings for staff and EOC staff. • Formulate and implement precautionary measures to protect the public. • Coordinate with adjacent jurisdictions that may be affected. • Notify, brief, and include or copy the Mayor on related communications in real time.
EOC:	• Activated
City Declaration of Local Disaster:	• Possible
Legal:	• The designated on-call legal services representative will proceed to the EOC if requested.

	• Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.
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Sample Event Triggers:

- ERCOT enacts a Level 2 Emergency of the Emergency Electric Curtailment Plan.
- Evacuation involving more than 100 persons that requires the establishment of one or more shelters.
- Flooding with significant or widespread residential and business impact.
- Full activation of the Capital Area Shelter Hub Plan due to a major hurricane or other large event.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3

• **Level 2: Major (Disaster Event)**

An event or stage of an event, either anticipated or actual, where response actions will likely exceed the resource capabilities of the City of Wimberley and Hays County. Response activities usually will occur over a period of days. Recovery actions may last over a period of weeks or months.

Command and Control:	• Ongoing Actions.
EOC:	• Activated
City Declaration of Local Disaster:	• Likely
Legal:	• The designated on-call legal services representative will proceed to the EOC if requested. • Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.

Sample Event Triggers:

- Any aircraft crash involving a commercial passenger aircraft that results in activation of the Interagency Aircraft Response Plan.
- EMS MCI Type 2 or Type 1 event.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3 or 2

• **Level 1: Catastrophic Event (Large-scale disruption)**

An event or stage of an event, either anticipated or actual, where response actions will exhaust local and regional resource capabilities. Response actions will take place for a week or longer. Recovery actions will continue for a period of months or even years.

Command and Control:	• Continue actions.
EOC:	• Activated
City Declaration of Local Disaster:	• Yes
Legal:	• The designated on-call legal services representative will proceed to the EOC if requested. • Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.

Sample Event Triggers:

- An incident involving the widespread deployment of a WMD agent.
- An incident with widespread major damage and impact that cannot be resolved with local and regional resources.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 2 or 1

10. DIRECTORY (CALL 911 FOR AN EMERGENCY)

Organization	Address	Phone
City of Wimberley	221 Stillwater, Wimberley, TX. 78676	(512) 847-0025
City of Woodcreek	41 Champions Circle, Wimberley, TX. 78676	(512) 847-9390
Wimberley Fire Rescue	111 Green Acres Drive Wimberley, TX. 78676	(512) 847-3536
Wimberley EMS	220 Twilight Trail, Wimberley, TX. 78676	(512) 847-2526
Hays County Emergency Management	810 S. Stagecoach Trail, San Marcos, TX. 78666	(512) 393-7301
Hays County Transportation Department	2171 Yarrington Road, Kyle, TX. 78640	(512) 393-7385
Hays County Sheriff's Office	810 S. Stagecoach Trail,	(512) 393-7800

City of Wimberley Emergency Operations Plan

	San Marcos, TX. 78666	
Hays County Sheriff's Dispatch	Non-Emergency	(512) 393-7896
Hays County Constable Precinct 3	200 Stillwater, Wimberley, TX. 78676	(512) 847-5532
Wimberley Water Supply	110 La Pais Drive. Wimberley, TX. 78676	(512) 847-2323
Aqua America	Wastewater	(877) 987-2782
Pedernales Electric (PEC)	1810 FM 150 W. Kyle, TX. 78640	(512) 262-2161 (888) 883-3379
Texas Disposal Systems	3606 FM 1327 Creedmoor, TX. 78610	(855) 220-2592
Wimberley Valley Radio	111 Old Kyle Road, Wimberley, TX. 78676	(512) 722-3266
Wimberley Independent School City	951 FM 2325, Wimberley, TX. 78676	(512) 847-2414
First Baptist Church Wimberley	15951 Winters Mill Parkway, Wimberley, TX. 78676	(512) 847-9035
Barnabas Connection	101 W. Spoke Hill Drive, Wimberley, TX. 78676	(512) 842-9674
Alexis Pointe	14390 Ranch Road 12, Wimberley, TX. 78676	(512) 842-4152
Symphony of Wimberley	501 FM 3237, Wimberley, TX. 78676	(512) 243-5852
Deer Creek of Wimberley	555 FM 3237, Wimberley, TX. 78676	(512) 847-5540
Texas Division of Emergency Management (TDEM)	1033 La Posada Drive, Wimberley, TX. 78752	(512) 424-2208 DC12: (512) 956-3343

City of Wimberley Emergency Operations Plan

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11. APPENDICES TO THE EMERGENCY OPERATIONS PLAN

Appendix 1: City's Agreements

Appendix 2: City Review / Audit Records

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AGENDA ITEM:	Discuss and consider possible action to award a bid to HdL Companies for Short-Term Rental Administration and Collection of Hotel Occupancy Tax.
SUBMITTED BY:	M. Boese, City Administrator
DATE SUBMITTED:	February 28, 2022
MEETING DATE:	March 3, 2022

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

The City of Wimberley has experienced exponential growth in short-term rental (STR) properties. Challenges include compliance and adherence to the STR permitting requirements, educating overnight rental operators, tracking, and addressing complaints related to noise, trash, occupancy violations, etc., and ensuring every overnight rental operator is remitting Hotel Occupancy Taxes (HOT).

The City of Wimberley ("City") sought proposals from qualified respondents interested in assuming responsibility for administration of the short-term rental ordinance, as well as the collection and remittance of Hotel Occupancy Taxes ("HOT") assessed within the incorporated boundaries of the City, and extraterritorial jurisdiction (ETJ) of the City.

The City received two proposals. HdL Companies and Avenu Insights & Analytics. Both firms are professionally qualified, received positive recommendations, and can achieve the requirements of the City. HdL Companies has the most acceptable timeline for implementation.

Estimated annual lodging taxes collected at the 7% rate are expected to be \$1,388,086.00. Annual HOT Collection costs are projected to be \$101,400.00 for Avenu and \$37,690 for HdL Companies. Annual STR Compliance and Discovery costs are 45% of revenue recovered for Avenu and 55% of revenue or \$18,000.00 flat fee for HdL Companies.

REQUESTED ACTION

Motion ☒

Discussion ☒

Ordinance ☐

Resolution ☐

Other ☐

FINANCIAL

Budgeted Item ☐ Not Applicable ☐

Non-budgeted Item ☒ Original Estimate/Budget: N/A

Current Estimate: \$37,690.00 - \$101,400.00

Amount Under/Over Budget: \$ N/A

STAFF RECOMMENDATION

Staff recommends City Council award the bid to HdL Companies for short-term rental administration and collection of the Hotel Occupancy Tax.

ATTACHMENT/S

City of Wimberley

**PROPOSAL FOR SHORT-TERM RENTAL
ADMINISTRATION AND COLLECTION OF
HOTEL OCCUPANCY TAX**

February 18, 2022

HdL[®] Companies

SUBMITTED BY

HdL Companies
9821 Katy Freeway, Suite 440
Houston, TX 77024
hdlcompanies.com

CONTACT

Richard Fletcher
T: 713.481.6975
E: rfletcher@hdlcompanies.com

TABLE OF CONTENTS

TAB 1: SOLICITATION AND OFFER	3
TAB 2: ACKNOWLEDGEMENT OF ADDENDA.....	4
TAB 3: COVER LETTER	5
TAB 4: PROFESSIONAL QUALIFICATIONS AND EXPERIENCE	7
TAB 5: DEMONSTATED EXPERIENCE	10
TAB 6: RECOMMENDED APPROACH TO IMPLEMENTATION OF PLAN.....	13
TAB 7: PROPOSED COST	20
TAB 8: RESPONDENT CERTIFICATIONS – ATTACHMENT A	22
TAB 9: CERTIFICATE OF INSURANCE	23
TAB 10: CONFLICT OF INTEREST FORM	24
TAB 11: CERTIFICATE OF INTERESTED PARTIES	25
TAB 12: ADDITIONAL SUPPORTING INFORMATION	26

TAB 1: SOLICITATION AND OFFER

HdL is pleased to submit our proposal for Short-Term Rental Administration and Collection of Hotel Occupancy Tax for the City of Wimberley. Our contact information is:

Richard Fletcher, Vice President of Client Services and Operations
HdL Companies
9821 Katy Freeway, Suite 440
Houston, TX 77024
Ph: 713.481.6975

HdL, previously operating as Sales Tax Assurance in Texas, has provided revenue management services to municipalities since 1983, and to local Texas governments since 2007. The firm's team of professionals have extensive expertise in municipal revenues including hotel occupancy tax and short-term rental compliance services. We have recovered over \$3 billion in revenue for our clients.

HdL not only can provide the City with the most relevant HOT services, we are a full-service provider that can also offer sales and use tax, economic development and indirect cost recovery services.

Please find our cost proposal in Tab 7.

TAB 2: ACKNOWLEDGEMENT OF ADDENDA

As of 2/15/22, HdL has not received any addenda for this RFP.

HdL Companies

February 18, 2022

Michael Boese, City Administrator
City of Wimberley
221 Stillwater
Wimberley, TX 78676

HdL Companies (HdL) is pleased to submit our qualifications for Short-Term Rental Administration and the Collection of Hotel Occupancy Tax for the City of Wimberley. Richard Fletcher (rfletcher@hdlcompanies.com), our Vice President of Client Services and Operations will be the project manager and primary contact person for this proposal and correspondence should be directed to him. This proposal is valid for 120 days from the submission date of February 18, 2022.

HdL offers robust solutions for managing compliance of municipal Hotel Occupancy Tax (HOT) Tax and Short-Term Rental (STR) Tax and their related functions. Our turn-key Operations Management Service and team of experts can manage all or parts of lodging tax operations, providing the City with the benefit of increased revenues and superior customer service, while reducing internal costs and gaining efficiencies.

Ever mindful of the important role that customer service plays in the successful implementation of a compliance and revenue collection program, HdL will make every effort to ensure that all communications with the City's lodging community is professional and maintains a careful balance between compliance, revenue collection, tactfulness, sensitivity and taxpayer education.

Advantages of partnering with HdL include:

- Reliable continuity of service by a firm with stable employee ownership and a low staff turnover rate.
- A service team comprised of individuals with extensive experience in tax assessment, administration, auditing, economic development and financial management.
- Relevant, timely and ongoing staff support by a team with decades of direct experience in municipal finance and budgeting, economic development and maximization of revenues.
- User-friendly web-based applications for data analysis and reporting capabilities, providing immediate and convenient access to the most up-to-date tax information available.
- Business-friendly approach ensuring tax compliance and maximized revenues through education in regulations and filing procedures and improvement in customer service through online support and filing options.
- Unparalleled reputation for providing quality services promptly and efficiently. A review of our performance with the included references will affirm HdL's reputation for providing business-friendly and cost-effective recovery of misallocated or uncollected revenues, as well as timely and relevant reports, analysis and management support.

Our revenue solutions process over \$350 million annually in business and lodging taxes and serve municipalities supporting over 10 million citizens and 1.5 million businesses. HdL's average client tenure for these services is over 10 years, and as a testament to the quality of our services and support we maintain a client retention rate of 99.6%. Our contact information is:

Richard Fletcher, Vice President of Client Services and Operations
HdL Companies
9821 Katy Freeway, Suite 440
Houston, TX 77024
Ph: 713.481.6975

As Vice President, I am pleased to submit our qualifications to the City of Wimberley. We look forward to reviewing the proposal with you in more detail and demonstrating how HdL can enhance the City's bottom line. Please feel free to call if you have questions or need additional information. I can be reached at 713.481.6975 or by email at rfletcher@hdlcompanies.com and I am authorized to bind the contract on behalf of HdL.

I appreciate the opportunity to present our proposal and thank the City for its consideration.

Respectfully submitted,

A handwritten signature in blue ink that reads "Richard Fletcher".

Richard Fletcher
Vice President of Client Services and Operations

TAB 4: QUALIFICATIONS AND EXPERIENCE

Client References

HdL currently provides services to over 130 local government agencies in Texas, and 500 agencies nationwide. Please find our references below:

City of Tyler

PO Box 2039, Tyler, TX 75710

Lauren Justice, Accounting Manager, 903.531.1158, ljustice@tylertx.com

HdL currently provides hotel occupancy tax and sales and use tax services.

City of El Segundo

350 Main Street, El Segundo, CA 90245

Joseph Lillio, Finance Director, 310.524.2318, jlillio@elsegundo.org

HdL currently provides hotel occupancy tax administration.

Douglas County, NV

1616 8th Street, Minden, NV 89423

Terri Willoughby, CFO, 775.782.6202, twilloughby@douglasnv.us

HdL currently provides hotel occupancy tax administration and short-term rental services.

Client Listing

HdL's complete Client List and contact information is proprietary information that we do not wish to publicly publish in an RFP. A full list may be requested aside from the RFP submission but must be kept confidential. The firm currently serves over 130 cities, counties and special districts. Here is a sampling of our current clients:

Bexar County ESD 3

Carrollton

Denton County Transit Authority

Harlingen

Harris County ESD 17

Harris County ESD 9

Hedwig Village

Lake Jackson

Lancaster

Navasota

Pearland

San Antonio

Shenandoah

Travis County ESD 6

Tyler

Victoria

Waller

West Columbia

West University Place

Firm History

Founded in 1983, HdL was established to maximize local government revenues by providing a variety of compliance reviews, analytical services and software products. Our Texas services include a one stop shop for our clients including hotel occupancy and short-term rental services, sales and use tax, economic development and indirect cost recovery. The firm has been delivering its unique blend of high-quality customer service and increased revenues to Texas agencies since 2007, and currently serves over 500 agencies nationwide. The firm's team of professionals have extensive expertise in revenue management and lodging taxes. Our clients have realized over \$3 billion in recovered tax revenue from our work, and our business-friendly educational approach ensures positive interactions with your business community while achieving hotel occupancy tax compliance and maximized revenues.

HdL is proud to have served local governments and special districts for almost 40 years. During that time, HdL has grown from one employee to over 220, and transitioned to a 100% employee-owned company. This structure provides each employee a personal investment in providing outstanding service to our clients. Rather than focusing on short-term quarterly profits to appease investors, our employee-owners believe in a long-term strategy of continually investing in new technology, databases and service upgrades to support our client's needs for precise auditing, budgeting and economic information. This approach has led to steady long-term growth, financial stability, capacity and resources that the City requires from its vendors.



Historic Timeline

- 1983** HdL Founder Robert Hinderliter leaves his City Manager post and starts Robert Hinderliter & Associates.
- 1985** Through HdL's lobby efforts, CA Assembly Bill No 1611 is passed, allowing for independent verification of the State's sales tax allocations.
- 1987** Lloyd de Llamas leaves his post in local government and becomes a 50% stock owner, and the company changes its name to Hinderliter, de Llamas & Associates.
- 1992** HdL Coren & Cone is established to provide property and documentary transfer tax services.
- 1996** HdL Software is established to provide solutions for business license, lodging tax and other locally administered revenue programs.
- 2007** Sales Tax Assurance (now HdL) is established to provide revenue enhancement services to communities and special districts in Texas.
- 2021** HdL has grown from just a few employees in 1983, to over 200 employees. The firm continues to grow and currently serves over 500 municipalities nationwide.

Our company has a reputation for responsiveness and delivering more than expected. Our work processes keep a jurisdiction's officials informed of all key or sensitive issues and are compatible with the project's requirements. Our discovery, recovery and revenue enhancement techniques encompass all those described in the City's RFP and scope, but also include more. HdL's proprietary techniques are the most comprehensive of any company providing similar services, no matter the size or experience.

Firm Experience

HdL currently provides ongoing revenue administration solutions to 228 cities and counties of all sizes. Our revenue solutions process over \$350 million annually in business and lodging taxes and serve municipalities supporting over 10 million citizens and 1.5 million businesses. Our technology and tax professionals improve customer service through expanded capabilities for support and online filing. All work and services proposed to the City of Wimberley will be provided by staff from our offices in Texas and California.

HdL's Texas headquarters is in Austin and the firm maintains a regional office in Houston. Texas operations were established in 2007 to provide comprehensive tax audit, review, recovery and administration services for local Texas governments.

HdL identifies missing, underreported and/or misallocated tax from errors and omissions which, when corrected, can result in recovered, new or increased tax revenue. HdL's business focus and core capabilities precisely match the scope of services requested by the City of Wimberley.

HdL is a successful profitable employee-owned company with a growing client list of over 130 small to very large local governments throughout Texas. Our team's approach to revenue management has demonstrated success over a very wide client size range and HdL's clients have realized tens of millions of dollars in recovered and/or increased tax revenue from our services. HdL is also a proud sponsor for the Texas Economic Development Council, Texas Municipal League, Government Finance Officers Association of Texas, Texas City Management Association and SAFE-D.



Please refer to Tab 6 for additional specific information that supports the scope of work.

TAB 5: DEMONSTRATED EXPERIENCE

Key Personnel

HdL's key staff have extensive experience working for or serving local governments in support of maximizing their revenue programs. HdL's intimate understanding of local government needs coupled with our extensive databases and advanced methodologies provides for the most relevant, productive, and responsive revenue solutions, software systems and customer service.



Robert Gray – Chief Information Officer, Director of Tax and Fee Administration

Mr. Gray serves as Chief Information Officer and Director of Tax and Fee Administration and has been with the firm since 1996. He has extensive experience in the design, development, implementation and operation of revenue management solutions for local government. He introduced HdL's local tax services, which provide tax administration and consulting services to an increasing number of municipalities. While leading HdL's Tax and Fee Division through a period of significant growth, he has ensured that HdL maintains its commitment to providing excellent customer service. He earned a Bachelor of Science degree in Computer Science and a master's degree in Business Administration from Azusa Pacific University.



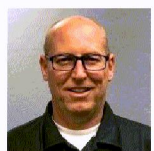
Richard Fletcher - Vice President of Client Services and Operations

Richard joined the company in 2014. As Vice President, he is responsible for HdL's day-to-day business operations in Texas. This includes sales, marketing, client support, research, and financial operations undertaken from its Austin-based headquarters and its Houston office. Mr. Fletcher attended the University of Houston and has more than 15 years' experience providing financial management services to Texas local governments.



Josh Davis, Director of Professional Services

Mr. Davis has over 25 years of experience with local tax administration, discovery, and audit, and oversees a skilled team which provides the most sophisticated local tax administration services available to municipalities. Trained in revenue audit and discovery techniques, he is skilled in navigating the complex scenarios and needs often encountered during such services. He also possesses strong technical and business process capabilities which he employs to aid HdL clients in meeting their strategic objectives. His reputation amongst municipalities is that of a very capable local taxation expert who will help the municipality achieve their objectives while providing excellent customer service throughout the engagement.



Ryan George – Operations Manager

Ryan George is the operations manager for all Hotel Occupancy Tax (HOT) operations at HdL Lodging Tax, including hotel administration, hotel audit, and short-term rental (STR) administration and compliance. He has over three years' experience in HOT operations, beginning with six city clients and growing the operation to over 15 audit-exclusive clients, 26 hotel administration clients, and eleven short-term rental administration and compliance clients. Prior to HdL, Mr. George spent eleven years as Director of Finance for the University of Phoenix Bay Area, Central Valley, and Sacramento campuses, assisting a revolving student body of over 10,000 students with financing their education, along with managing the accounting and finances of the campuses.

Similar Project and Outcomes

HdL has vast experience assisting agencies with Hotel and Short-Term Rental Solutions. The firm's team of professionals have extensive expertise in revenue management and hotel occupancy taxes, currently serving over 228 municipalities for tax administration and audit solutions. Below are some clients that can attest to our HOT Services:

Ojai: HdL administers hotel and short-term rental (STR) filings, audits, and compliance. STRs are illegal in Ojai; therefore, we identify properties, educate operators, send cease and desist letters, and assist with disputes. Recovery amounts included resort fees, cancellation fees, deemed non-taxable by hotels inappropriately.

Contact: James Vega, City Manager, 805.646.5581 x102, vega@ojaicity.org

Client since 2018

Half Moon Bay: HdL administers hotel, short-term rental, and business improvement district filings, audits, and compliance. We identify and contact non-compliant STRs, educate them on filing procedures, and assist them in becoming regular compliant HOT filers. Recovery amounts included California tourism fees, business improvement district assessments, resort fees, cancellation fees, deemed non-taxable by hotels inappropriately.

Contact: Lisa Lopez, Administrative Services Director, 650.726.8283, llopez@hmbcity.com

Client Since: 2015

Chico: HdL administers hotel and short-term rental filings, audits, and compliance. We identify and contact non-compliant STRs, educate them on filing procedures, and assist them in becoming regular compliant HOT filers. Recovery amounts included long-term occupancy and government exemption amounts, along with California tourism fees, cancellation fees, deemed non-taxable by hotels inappropriately.

Contact: Scott Dowell, Administrative Services Director, 530.879.7301, scott.dowell@chicoca.gov

Client Since 2018

San Mateo: HdL administers hotel and short-term rental filings, audits, and compliance. We identify and contact non-compliant STRs, educate them on filing procedures, and assist them in becoming regular compliant HOT filers. Recovery amounts included long-term occupancy and government exemption amounts, along with California tourism fees, cancellation fees, deemed non-taxable by hotels inappropriately.

Contact: Richard Lee, Director of Finance, 650.522.7102, rlee@cityofsanmateo.org

Client Since 2018

Clients	Calendar Year	Total HOT Revenue	Audit Period	Total HOT Recovery	Total HOT Rev. Increase
Ojai, CA	2019	\$5,075,088	2016 -19	\$1,106,263	21.80%
Half Moon Bay, CA	2018	\$7,064,703	2015 -18	\$1,051,338	14.90%
Chico, CA	2019	\$3,404,567	2018 -19	\$369,584	10.90%
San Mateo, CA	2019	\$7,719,448	2016 -19	\$478,173	6.20%

Experience with Public Entities in Texas

HdL's Texas headquarters is in Austin and the firm maintains a regional office in Houston. Texas operations were established in 2007 to provide comprehensive sales and use tax audit, review, recovery and administration services for local Texas governments. HdL identifies missing, underreported and/or misallocated sales tax from errors and omissions which, when corrected, can result in recovered, new or increased sales tax revenue.

HdL's business focus and core capabilities precisely match the scope of services requested by the City of Wimberley.

HdL is a successful profitable employee-owned company with a growing client list of over 130 small to very large local governments throughout Texas. Our team's approach to revenue management has demonstrated success over a very wide client size range and HdL's clients have realized tens of millions of dollars in recovered and/or increased tax revenue from our services.

Top Challenges Facing Short-Term Rental Compliance Services

HdL recognizes the challenges facing the City, including compliance, permitting, educating overnight rental operators, tracking/addressing complaints and making sure that everyone is remitting that should be. HdL understands each of these challenges and can provide the City with a "one-stop-shop" approach.

By educating taxpayers about the City's tax ordinances and their responsibilities, HdL is able to gain compliance. HdL recommends more public outreach to make sure taxpayers offering short-term rentals are aware of their responsibilities.



TAB 6: RECOMMENDED APPROACH TO PLAN

HdL is renowned for its customer service. Consulting expertise is a core component of every service that we provide to our clients and is taken very seriously. Our staff is always available to respond to City staff queries as well as well as from the business community.

HdL has reviewed the City's general requirements and scope of work and is confident that it can meet all work requirements. HdL's Hotel Occupancy Tax Services are customizable as needed to meet the specific needs of the client. The scope of work as outlined below is general in nature and can be modified as requested by City.

HdL offers robust solutions for managing compliance of municipal Short-Term Rental (STR) Tax and their related functions. Our turn-key Operations Management Service and team of experts can manage all or parts of lodging tax operations, providing the City with the benefit of increased revenues and superior customer service, while reducing internal costs and gaining efficiencies.

Ever mindful of the important role that customer service plays in the successful implementation of a compliance and revenue collection program, HdL will make every effort to ensure that all communications with the City's lodging community is professional and maintains a careful balance between compliance, revenue collection, tactfulness, sensitivity and taxpayer education.

1. Local Hotel Occupancy Tax and Short-Term Rental Ordinance Review Service

Current Tax Registry Analysis:

HdL will conduct an analysis of the current local hotel occupancy tax ordinance and the City's tax registration database. Data will be compiled on the number of lodging providers, businesses, current tax revenues received by City, categories, and other related information in order to provide an accurate baseline for current models and the impact of changes

Fee Analysis and Comparative Study:

Using the data compiled from the registration analysis, as well as data compiled from other sources such as neighboring cities, HdL will prepare a report comparing the City model and best practices to those of neighboring cities.

The report will assist and provide the City with guidance as to possible positive changes to its current model. The report will also include filing options, sample tax forms, and other tax administration related data/documents.

Modified Tax Structure Options:

As a result of the findings of the comparison report, HdL, in conjunction with City staff will draft a series of possible tax re-structuring options for City consideration. HdL will draft potential new and detailed structures to be used in the City's new ordinance. HdL will also review and provide sample ordinance language from neighboring cities "model ordinances". The final report will include, among other things, a complete hotel occupancy tax structure recommendation along with revenue and cost impacts associated with each proposed model.

2. Local Hotel Occupancy Tax Operations Management Services (Includes Audits)

HdL's Hotel Occupancy Tax (HOT) Operations Management Service goes beyond scheduled cyclical audits, providing compliance monitoring of each return as it is filed while unburdening the City from the day-to-day administration of the HOT revenue program. Continual monitoring of HOT returns is the optimal way to increase compliance while maintaining positive relations with the City's lodging providers. The program is education focused, ensuring that lodging providers are clear on reporting requirements and methodology. HdL's tax administration professionals are available as needed to support both the City's team and the City's lodging providers. The City is kept up to date, with 24x7 online access to HdL's client portal containing real time access to registration and filing data, and management reporting. HdL's HOT Operations Management Service incorporates all of the following:

Tax Registration Database Management – HdL will transfer the City's existing databases as they relate to HOT into HdL's internal administration tools. HdL will maintain the data, software, online filing portal for lodging providers, and online client portal for the City.

Return Processing – HdL will process HOT filings within 5 days of submission. Accounts will receive all applicable forms necessary to complete the renewal process.

New Account Processing – HdL will process any new HOT registrations for new lodging establishments or those which have changed hands.

Payment Posting / Processing – HdL will process all payments made for new and existing lodging providers. Accounts will be updated with payment information and revenues will be remitted to the City net HdL's fees on no less than a monthly basis.

On-Line Filing and Payment Processing – With input from the City, HdL crafts a customized website and domain for the City's taxpayers to submit online forms, returns, and payments along with other customer support related items.

Compliance Monitoring and Lodging Provider Audits – HdL will ensure accurate filings of HOT returns by consistently monitoring returns and educating lodging providers on filing requirements. HdL will also provide cyclical compliance audits as mutually agreed to by the City and HdL, ensuring all traditional lodging providers are audited (typically once every three years).

Reports – HdL's HOT administration service includes a variety of standard reports demonstrating account activity and filing trends. During service implementation HdL will work with the City to identify reporting requirements and frequency/method of delivery and will supplement our standard service with custom reports as needed to meet the City's requirements.

Progress Payments – HdL's HOT operations management service is billed monthly based on activity completed during the prior month. If standalone audits are conducted, they are billed only upon completion of the audit.

Personnel and Technical Resources – HdL’s tax administration team maintains sufficient staffing in order to provide high quality service to the City. HdL’s administration service is built upon HdL’s leading local tax software solution, HdL Prime, which is utilized by 228 municipalities of all sizes. HdL Prime provides advanced registration and payment processing and is hosted in the highly secure Microsoft Azure Cloud, ensuring that the City’s Hotel Occupancy Tax program and data is secure, available, and easy to use by the City’s lodging providers.

Customer and Technical Support Center – HdL will provide lodging providers with multiple support options for registering, filing returns, making payments and for general inquiries. A toll-freenumber will be provided to businesses in order to access one of our tax specialists. Lodgingproviders will also have access to support via e-mail, fax, and the online Business Support Center. Additional information can be found in TAB 12.

Program Benefits – HdL’s HOT operations management service provides a number of valuable benefits to our clients. In addition to the additional revenues procured from identifying errors and deficiencies during an audit, more nuanced gains are derived from the ancillary effects of the audit. Evidence shows that consistent enforcement from government agencies encourages future compliance and more accurate filings. HdL’s HOT service adheres to the motto “Trust but Verify”. Furthermore, our focus on education and customer service is typically well received by the lodging community, as well as our software’s online customer service and filing capabilities. This additional focus on educationhelps to correct errors before they grow into large deficiencies with penalties and interest,which in turn fosters healthier relations between the City and its lodging providers.

Annual Audit Plan – During implementation, HdL gathers all the historical data available from the City and leverages internal data sources and expertise to provide an analysis of all lodging providers, along with a recommended audit schedule. This allows HdL to work cooperatively with the City to identify the entities that require attention first.

HdL works directly with the City to ensure consensus on the audit schedule for the program. During the implementation period each lodging provider is contacted by an HdL tax specialist, providing education about filing procedures, appropriate forms, acceptable deductions, etc. In addition to providing information to the lodging provider, HdL conducts an inquiry designed to gather basic information for the administration program along with key details that may indicate anomalies that trigger moving that provider up the list. HdL’s service also includes the review of every filing in real time, effectively providing a desk audit of every tax return every period. This unique benefit of the HdL program provides rapid identification of those lodging providers that may require reprioritization, resulting in immediate full in-person audits.



3. Short-Term Rental Services

The Short-Term Rental Program provided by HdL takes a unique approach in ensuring compliance and educating lodging providers, including short-term rental hosts (STR Hosts), in hotel occupancy tax regulations and filing procedures, regulatory permits and licensing, and other City specific goals and objectives.

HdL's program involves a modular, customer service centric approach, that reduces City administrative costs and provides the City with assurances of future compliance and reporting practices from the City's short-term rental lodging industry.

HdL's modular approach starts with a detailed analysis of STR listing on a variety of published methods, including Airbnb, Home Away, VRBO, etc. This process creates a full inventory of short-term rentals within the City's geographic boundary, including the full name of the owner and the physical address of the unit. Each STR is tracked and updated nightly with valuable data that can include items such as number of nights rented, average occupancy rates, room rates, as well as trend and usage reporting.

Following identification, HdL conducts a targeted education and compliance campaign designed to inform STR Hosts of their obligations to file and remit taxes and other requisite licenses and permits as may be needed. Each lodging provider is given a full overview of the requirements and how to best comply both in the present and the future. During the registration process HdL offers a variety of support options to the community including online filing, file-by-phone, email, and registration via standard mail. HdL tax and license specialists are available throughout the process to provide support to the STR community and to assist in the registration process.

Once registered, accounts move into a standard administration process. HdL manages the filing of tax returns and other prerequisites on a quarterly or monthly basis, depending on City requirements. This includes mailing of tax returns, processing of payments, customer support, delinquency follow up, and the development and management of an online portal for registration, filing, payments, and other support related needs.



STR Identification and Monitoring

HdL compiles a database of all actively posted short-term rental listings available from a wide array of sources. Lists are compiled and aggregated to accommodate duplicate listings from various sites. HdL will utilize Deckard Technologies, the premier data service for finding, identifying and linking STR ads to property owners.

During the identification and monitoring process, HdL will:

- Scan over 20 different rental sites, including global aggregators like HomeAway/VRBO, Airbnb, Turnkey.com, and Booking.com, national aggregators like Vacasa and Turnkey and small, local property management firms

- Match listings to specific parcels using GIS and property tax assessor data
- Create comparison reports to determine which properties may already be compliant or registered and paying taxes
- Provide visual map of all listings within the City
- Record listing details such as start date, various sites linked to, other information necessary for documenting evidence of STR activity
- Continually monitor activity to identify and record new listings and closures to ensure accurate real-time identification and monitoring



STR Education, Registration and Compliance

Using the list of active STR listings, HdL conducts a series of City approved education-based programs ranging from mailers to direct phone contacts. Each packet contains all the information necessary to obtain registration and comply with local requirements. HdL assists STR hosts throughout the program with information and support with all aspects of becoming compliant. During this program, HdL will:

- Validate listing to ensure proper identification and filter out records that may lead to erroneous contacts
- Notify non-compliant entities with a series of education-based packets designed to garner compliance
- Provide a support center for assistance with general questions, support, and assistance with filing and paying returns
- Provide online portal with links to FAQs, education packets, and support for registering, filing returns, and making payments online
- Follow up with non-compliant accounts to obtain registration
- Work with City to identify additional requirements and ensure collection of data necessary to enforcement procedures
- Establish optional implementation items such as amnesty programs, back tax and penalty provisions, and other pre-registration programs

Deliverables

HdL's administration service includes a variety of standard reports demonstrating account activity, filing trends, payment and aging reports, and other valuable data. During service implementation HdL will work with the City to identify reporting requirements and frequency/method of delivery and will supplement our standard service with custom reports as needed to meet the City's requirements. All customizable reports are included in the service at no additional charge. All standard and customizable reports are available upon request and in real time on HdL's reporting portal.

Online System for Tax Collection

On-Line Filing and Payment Processing – With input from the City, HdL crafts a customized website and domain for the City's taxpayers to submit online forms, returns, and payments along with other customer support related items. Accepted forms of payments include check, cash, money orders, credit cards, electronic funds transfer.

Payment Methods:

- Mail in payment(s) and forms
- Pay online, utilizing a secure website
- Pay by telephone
- Walk-in payments

Payment Posting/Processing

HdL will process all payments made for new and existing lodging providers. Accounts will be updated with payment information and revenues will be remitted to the City net HdL's fees on no less than a monthly basis via electronic funds, or other City approved method.

4. Project Timeline and Staff Assignments

Project Timeline

Day 1: Review municipal code, contract, and set up kick-off call.

Day 7: Kick-off call. Establish deliverables for banking docs, payment limits, etc.

Day 14: Banking docs and payment limits received.

Day 28: Configure system, reports, emails. Receive approval of introductory letter and other key communications.

Day 28: Review history and open tickets for account creation.

Day 42: Test system and proof all docs.

Day 57: Banking Set Up

Day 60: Go live.

HdL will also provide employee training and education of HdL's tools and online utilities as requested by the City between March 10 – 30, 2022.

Staff Assignments

Staff	Task
Operations Manager	Management of Hotel, STR and Audit Operations
Auditor	Perform Hotel Audits
Tax Specialist	Filing and processing of Hotel/Lodging Tax, provide phone support.

5. Progress Reports

HdL's HOT administration service includes a variety of standard reports demonstrating account activity, filing trends, payment and aging reports, and other valuable HOT data. During service implementation HdL will work with the City to identify reporting requirements and frequency/method of delivery and will supplement our standard service with custom reports as needed to meet the City's requirements.

All customizable reports are included in the service at no additional charge. All standard and customizable reports are available upon request and in real time on HdL's reporting portal.

6. Respondent vs. City Responsibilities

City and HdL will work closely to ensure the success of the HOT program and provide a high level of quality service to the business community. As such, HdL requests the assistance of City staff in the following areas:

- General assistance in providing background information of the existing City HOT operations
- General assistance in establishing deliverables, payment limits and other banking related documentation
- Provide general review of outgoing communication to the business community
- Provide general assistance to fine tune processes and prepare for "go live"

TAB 7: PROPOSED COST

A. Proposed Fee Schedule

HOT Administration and Audit: The fee for lodging tax administration and audit services is \$850 per year for each annual filing for the 5-7 traditional hotels plus CPI.

For short-term rental properties with higher HOT revenues, HdL would recommend that they are treated similarly to traditional hotels with full HOT hotel administration. HdL would prefer to consult with the City to identify these additional properties. If the City moves forward with this option and identifies a total of 15+ properties, the rate will be \$750 per property for full HOT administration.

Short Term Rental (STR) Compliance Services:

- STR Administration (registered STRs): \$15 per filing.
- STR Compliance/Discovery: 55% of STR discovered revenue, or \$18,000 per year, whichever is higher.
- If the City requires assistance with STR permits, a separate discussion will be needed to determine additional pricing.

Local Hotel Occupancy Tax and Short-Term Rental Ordinance Review Service:

- HdL will provide this service as part of our HOT services at no additional charge to the City.

B. Travel Costs

HdL does not anticipate travel costs at this time but if needed, HdL will get prior approval from the City.

C. Hourly Rate Schedule

Additional services beyond the scope of services in this proposal are priced separately depending on the complexity of the tasks involved. Such fees can either be fixed or time and materials. Our currently hourly rates are listed below.

	Hourly Rate
Principal	\$325
Programmer	\$295
Senior Analyst	\$245
Analyst	\$195

D. Cooperative Language

If agreeable to the City, HdL requests that following cooperative agreement language be included in the City's contract if HdL is the selected vendor for these services:

Client acknowledges and agrees that any other public agency within the State (e.g., city, county, district, public authority, public agency, municipality or other political subdivision) may procure services that are substantially similar to any of the Services set forth in this Agreement, provided that such public agency executes a separate agreement with Consultant wherein the fees payable for the services rendered to such public agency are the responsibility of such public agency and not Client.

TAB 8: RESPONDENT CERTIFICATIONS

Please find Attachment A following this page.

ATTACHMENT A – RESPONDENT CERTIFICATIONS

To demonstrate qualifications to perform the scope of services, each Respondent is required to submit the following information to Owner for consideration.

Answer all questions. Provide responses that are clear and comprehensive. Attach any additional information provided on separate sheets.

Company Name: Hinderliter, de Llamas & Associates

Permanent Address of Primary Office: 9821 Katy Freeway, Suite 440 Houston, TX 77024

Street City, ST ZIP

Tax ID Number: 33-0008507

1. If applicable, provide a list of officers of the firm who, while in the employ of the firm or the employ of previous firms, were associated with contracts which resulted in law suits, contracts defaulted or filed for bankruptcy. None to report.

2. Form of ownership: ☐ Proprietorship ☐ Partnership ☒ Corporation ☐ Other (specify)

DEBARMENT/SUSPENSION INFORMATION:

1. Has the Respondent or any of its principals been debarred or suspended from contracting with any public entity? ☐ Yes ☒ No

If yes, identify in an attachment the public entity and the name and current phone number of a representative of the public entity familiar with the debarment or suspension, and state the reason for or circumstances surrounding the debarment or suspension, including but not limited to the period of time for such debarment or suspension.

CERTIFICATIONS:

1. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. ☒ Yes ☐ No
- HdL has NOT engaged in the practices listed above.
- A. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the solicitation process or in the Contract execution;
- B. "fraudulent practice" means an intentional misrepresentation of facts made
1. to influence the solicitation process or the execution of the Contract to the detriment of Owner,
 2. to establish Cost Proposal or Contract prices at artificial non-competitive levels, or
 3. to deprive Owner of the benefits of free and open competition;
- C. "collusive practice" means a scheme or arrangement between two or more Respondents, with or without the knowledge of Owner, a purpose of which is to establish Cost Proposals at artificial, non-competitive levels; and

- D. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the solicitation process or affect the execution of the Contract.

2. NON-COLLUSION CERTIFICATION:

- A. Non-Collusion Certification: Do you certify that all of the following are true and correct concerning your company's cost proposal? ☒ **Yes** ☐ **No**
1. That you are fully informed of the contents of the solicitation and the circumstances of its preparation;
 2. That your cost proposal is genuine and is not a collusive or sham cost proposal;
 3. That neither you nor anyone else acting on behalf of your company has agreed, colluded, or conspired in any manner with any other respondent, firm or person to submit a collusive or sham cost proposal, or to refrain from responding, or sought by communication or conference with any other respondent, firm or person to fix the prices, overhead, profit, or any cost element in your cost proposal or in any other cost proposal, or to secure through any collusion, conspiracy, or agreement any advantage against the City of Wimberley or any other respondent; and
 4. The prices quoted in your cost proposal are fair and proper and are not affected by any collusion, conspiracy, connivance, or unlawful agreement on the part of your company or anyone acting on its behalf.

3. HOUSE BILL 89 VERIFICATION:

- A. Contractor shall verify that it's named company, under the provisions of Subtitle F Title 10 Government Code Chapter 2270: ☒ **Yes** ☐ **No**
- HdL does not and will not boycott Israel during the term of this contract.
1. Does not boycott Israel currently; and
 2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

SEE NEXT PAGE FOR ACKNOWLEDGEMENT

ACKNOWLEDGEMENT

THE STATE OF TEXAS
COUNTY OF HAYS

I certify that I have read all of the specifications and general contract requirements and do hereby certify that all items submitted meet specifications. I certify that my responses and the information provided are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations in this Questionnaire, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me in this questionnaire may be investigated and I hereby give my full permission for any such investigation, and I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my response to this solicitation to be rejected.

HdL Companies

Company's Name

Richard Hitch

Signature, Authorized Representative of Respondent

Vice President

Title

TAB 9: CERTIFICATE OF INSURANCE

Please find our signed Certificate of Insurance following this page.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Woodruff Sawyer 2 Park Plaza, Suite 500 Irvine CA 92614	CONTACT NAME: Audrey Curtis PHONE (A/C, No, Ext): 949.435.7345 E-MAIL: acurtis@woodrufflawyer.com ADDRESS: acurtis@woodrufflawyer.com FAX (A/C, No): 949.476.3118												
INSURER(S) AFFORDING COVERAGE													
INSURED Hinderliter de Llamas & Associates HdL Software, LLC. 120 S State College Blvd., Suite 200 Brea CA 92821	HDLCOMP-01 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">INSURER A: National Fire Insurance Company of Hartford</td> <td style="width: 20%;">NAIC # 20478</td> </tr> <tr> <td>INSURER B: Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER D: Lloyds of London</td> <td></td> </tr> <tr> <td>INSURER E: Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER F: Valley Forge Insurance Company</td> <td>20508</td> </tr> </table>	INSURER A: National Fire Insurance Company of Hartford	NAIC # 20478	INSURER B: Continental Insurance Company	35289	INSURER C: Continental Casualty Company	20443	INSURER D: Lloyds of London		INSURER E: Federal Insurance Company	20281	INSURER F: Valley Forge Insurance Company	20508
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INSURER C: Continental Casualty Company	20443												
INSURER D: Lloyds of London													
INSURER E: Federal Insurance Company	20281												
INSURER F: Valley Forge Insurance Company	20508												

COVERAGES
CERTIFICATE NUMBER: 279425732
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
F	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC OTHER:		6056953483	5/26/2021	5/26/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		6056953466	5/26/2021	5/26/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000		6056953502	5/26/2021	5/26/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐ N / A	6056953497 6056677063	5/26/2021 5/26/2021	5/26/2022 5/26/2022	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D C E	Professional Liability/Claim Made Cyber Liability Crime		MPL1007921 6078657761 82556901	5/26/2021 5/26/2021 5/26/2021	5/26/2022 5/26/2022 5/26/2022	Each Claim/Aggregate \$2,000,000 Cyber Limit \$2,000,000 Crime Limit \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
CANCELLATION

 City of Wimberley
 221 Still Water
 Wimberley, TX 78676

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TAB 10: CONFLICT OF INTEREST FORM

Please find our completed Conflict of Interest form following this page.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

None to report

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

2.14.2022

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;
or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

TAB 11: CERTIFICATE OF INTERESTED PARTIES

Please find our completed Certificate of Interested Parties form following this page.

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.

HdL Companies
Houston, TX United States

Certificate Number:
2022-849475

Date Filed:
02/10/2022

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

The City of Wimberley

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.

20220210
Consulting services related to sales and use tax

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 UNSWORN DECLARATION

My name is Richard Fletcher, and my date of birth is 4.14.1971.

My address is 9821 Katy Freeway Suite 440, Houston, TX, 77024, US.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Harris County, State of Texas, on the 14th day of February, 20 22.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)

TAB 12: ADDITIONAL SUPPORTING INFORMATION

Please find HdL's Service Level Agreement for hosted services following this page.

SLA for Prime Hosted Services

Introduction:

This Service Level Agreement for Prime Hosted Services (the "SLA") is a part of the Master Services Agreement (the "Agreement") that includes the Service Availability levels HdL commits to deliver on the Prime Hosted Services Network.

Overview:

HdL will maintain the following availability level:

Service	Availability Level
Prime Hosted Application Availability	97%

Eligibility:

Client is entitled to the benefits of this Prime Hosted Services SLA only to the extent that client maintains an active, in good standing, agreement. This SLA shall not apply to any period of time where client does not meet the eligible requirements.

Calculation of Service Levels:

"**Maximum Available Minutes**" is the total accumulated minutes during a monthly cycle. Maximum Available Minutes is measured by the total number of minutes the environment is running and available.

"**Downtime**" is the total accumulated minutes that are part of Maximum Available Minutes that have no connectivity to the hosted environment. Downtime excludes planned \ scheduled maintenance periods.

"**Monthly Uptime Percentage**" for Prime Hosted is calculated as - Maximum Available Minutes less Downtime divided by Maximum Available Minutes in a monthly cycle. Monthly Uptime Percentage is represented by the following formula:

Monthly Uptime % = (Maximum Available Minutes – Downtime) / Maximum Available Minutes X 100

Exceptions

This SLA and any applicable Service Levels do not apply to any performance or availability issues:

- Due to factors outside our reasonable control (for example, natural disaster, war, acts of terrorism, riots, government action, or a network or device failure external to our data centers, including at your site or between your site and our data center);
- That result from the use of services, hardware, or software not provided by us, including, but not limited to, issues resulting from inadequate bandwidth or related to third-party software or services.
- Caused by your use of a Service after we advised you to modify your use of the Service, if you did not modify your use as advised.
- During or with respect to preview, pre-release, beta or trial versions of a Service, feature or software (as determined by us).
- That result from your unauthorized action or lack of action when required, or from your employees, agents, contractors, or vendors, or anyone gaining access to our network by means of your passwords or equipment, or otherwise resulting from your failure to follow appropriate security practices;
- That result from your failure to adhere to any required configurations, use supported platforms, follow any policies for acceptable use, or your use of the Service in a manner inconsistent with the features and functionality of the Service (for example, attempts to perform operations that are not supported) or inconsistent with our published guidance;
- That result from faulty input, instructions, or arguments (for example, requests to access files that do not exist);
- That result from your attempts to perform operations that exceed prescribed quotas or that resulted from our throttling of suspected abusive behavior.
- For licenses reserved, but not paid for, at the time of the Incident.

Maintenance

HdL periodically upgrades the Prime Hosted Services network, hardware and, more commonly, the Prime software. HdL shall use its best efforts to accomplish this without affecting the access to the environment and refrain from doing so during normal business hours; however, repairs of an emergency or critical nature may result in the service not being available. Typical software maintenance occurs between the hours of 11pm – 2am.



A V E N U

INSIGHTS & ANALYTICS

CITY OF WIMBERLEY, TX

REQUEST FOR PROPOSALS FOR

**SHORT-TERM RENTAL ADMINISTRATION AND
COLLECTION OF HOTEL OCCUPANCY TAX**

Bid No. 2022-01

February 18, 2022

Submitted By:

Avenu Insights & Analytics, LLC
12301 Kurland Drive, Suite 150
Houston, TX 77304
Attn: Brandi Sanner, Account Executive
(985) 335-7570 
Proposals@avenuinsights.com 
www.avenuinsights.com 

Table of Contents

TAB 1 SOLICITATION AND OFFER	3
TAB 2 ACKNOWLEDGMENT OF ADDENDA	4
TAB 3 COVER LETTER	5
TAB 4 PROFESSIONAL QUALIFICATIONS AND EXPERIENCE [RFP SECTION 4.4.1 – 4.4.3]	7
REFERENCES [RFP 4.4.1]	7
CURRENT TEXAS MUNICIPAL CLIENTS [RFP 4.4.2]	8
ABOUT AVENU [RFP 4.4.3]	9
TAB 5 DEMONSTRATED EXPERIENCE [RFP SECTION 4.4.4]	13
KEY PERSONNEL [RFP 4.4.4.A]	13
RELEVANT EXPERIENCE [RFP 4.4.4.B – 4.4.4.D]	15
TAB 6 RECOMMENDED APPROACH [RFP SECTION 2.2; 4.5]	17
SHORT-TERM RENTAL	18
HOTEL OCCUPANCY TAX	43
RESPONSES TO QUESTIONS.....	47
TAB 7 PROPOSED COST [RFP SECTION 4.6]	49
TAB 8 RESPONDENT CERTIFICATIONS [ATTACHMENT A]	50
TAB 9 CERTIFICATE OF INSURANCE	51
TAB 10 CONFLICT OF INTEREST FORM	52
TAB 11 CERTIFICATE OF INTERESTED PARTIES [FORM 1295]	53
TAB 12 ADDITIONAL SUPPORTING INFORMATION	54

TAB 1 Solicitation and Offer

Avenu has included the solicitation and offer information below:

Solicitation	
RFP Name:	Short-Term Rental and Collection of Hotel Occupancy Tax
Due Date:	February 18, 2022, at 3pm

Offer	
Proposers State of Residence:	Texas
Prompt Payment Terms:	0% (N/A)
Company Name and Address of Proposer:	Avenu Insights & Analytics, LLC 12301 Kurland Dr., Suite 150 Houston, TX 77304
Name and Title of Person Authorized to Sign Offer:	Name: Carl Kumpf Title: CFO E-Mail Address: Proposals@avenuinsights.com Phone: (571) 313-5155
Signature:	
Date:	February 17, 2022

TAB 2 Acknowledgment of Addenda

Not Applicable – No addenda posted with respect to this opportunity.

TAB 3 Cover Letter

February 18, 2022

City of Wimberley
Attn: Michael Boese, City Administrator
221 Stillwater
Wimberley, TX 78676

Via E-Mail to: mboese@cityofwimberley.com

RE: Proposal for Short-Term Rental Administration and Collection of Hotel Occupancy Tax

Dear Mr. Boese:

Avenu Insights & Analytics, LLC ("Avenu") is pleased to submit this response to the City of Wimberley's ("the City") Solicitation for Short-Term Rental Administration and Collection of Hotel Occupancy Taxes. We welcome the opportunity to form a partnership with the City to maximize local tax revenues and ensure ongoing funding for critical community services.

For over 40 years, Avenu has worked exclusively with state and local agencies just like the City of Wimberley to protect, enhance, and administer local tax revenues and fees. We are experts in this field, and since 1990, we have conducted over 10,000 audits of lodging providers. We are extremely proud of our concierge level of service to our clients nationwide, leading the recovery of over \$1.8 billion each year for our local government clients.

Avenu fully understands the critical nature of Short-Term Rentals and the importance of Hotel Occupancy Tax revenue has on the City. Avenu has successfully provided these same services to many other City and County governments across the nation. Our team of former municipal executives and revenue enhancement experts, along with our national footprint, provides us with a unique opportunity to continuously develop new and innovative ways to uncover businesses that are incorrectly reporting taxes.

Avenu is best qualified to provide these services to the City for the following reasons:

- ▶ **Experience in Texas.** Avenu has been providing services in Texas since 1990. Specific to HOT, during the 2018-2021 time period, Avenu provided HOT audit services for 66 cities throughout Texas. During this time period, over 530 HOT audits have been completed. An aggregate total of **\$4,665,246.51** in previously underreported hotel tax revenue was discovered for all clients, with a per/audit average of **\$8,802** in tax being found for each audit performed. Avenu is currently providing HOT audit services for 16 cities across the State of Texas, with a total of 56 audits being conducted collectively.
- ▶ **Global STR Leader.** The Avenu Team is a world-wide leader in STR including experience with dozens of tax collection types, administration, and audit tax types, pioneering machine learning and artificial intelligence with analytics that the City of Wimberley can leverage. Avenu is committed to both the immediate needs of your team while investing aggressively in modern capabilities and integrations that will lead your City's technology and operational plans for years ahead.

- ▶ **Dedicated Project Manager.** Avenu understands the accelerated timeline needed for this project. Avenu has a dedicated in-house Project Management Office (PMO), which will provide a Project Manager to ensure this project goes smoothly from start to finish.
- ▶ **Superior STR Solution.** Avenu offers a Best-in-Class STR identification, monitoring and compliance tool that covers more than DOUBLE the STRs of most competitive applications. With 95%+ accuracy, Avenu's STR platform solution executes listing data collection for over 80 UNIQUE websites while adding the services and consulting to offer scale, capabilities, reduced complaints and additional revenue to your City when you need it most.
- ▶ **Full-Service Administration.** Avenu has the ability to provide the City with full-services administration with a taxpayer support line of trained staff that provides immediate answers to questions from STR operators. This offering is uniquely Avenu! We have listened to our customers who have made it clear that they needed a partner that will keep up with the velocity and growth of Short-Term Rentals and their impact on the community. Avenu will provide your team with experts on demand who can range from supplemental staff, just in time discovery and recovery resources, named property audits or complete process and function outsourcing capabilities.
- ▶ **A Team of Experts.** Avenu's experts are committed to Wimberley's success. Avenu has a distinguished team of expert Certified Public Accountants (CPA), Certified Revenue Examiners (CRE), Audit Managers and Analysts that are ready to support the City. Our Executive and Senior Management team are easily accessed and are deeply involved in day-to-day operations. Avenu also has an expansive team of STR experts, CPAs, Certified Revenue Examiners (CREs), and Auditing Managers that are solely focused on the public sector and truly understand the challenges cities and counties face.
- ▶ **We know Texas.** Avenu is firmly established in Texas. Avenu has offices in Dallas and Houston, and we support some of the largest cities in the state. In the last 5 years, we have supported over 100 Texas-based customers with the same or similar services requested.

At Avenu, we are proud of the strong partnerships we have developed with government staff across the nation. All services proposed will be performed by full-time Avenu managers and specialists with years of experience in providing administration, compliance, and auditing services to other local government clients throughout the nation. No subcontractors are required or proposed.

Our priority is to provide the City of Wimberley with the highest level of customer service. We are providing Brandi Sanner, Account Executive, as the City's main point of contact. Should the City have any questions or concerns, please feel free to contact Brandi by e-mail at Brandi.Sanner@avenuinsights.com, or by phone at (985) 335-7570. This proposal will remain open and valid for a period of One Hundred and Twenty (120) days from the date of submission, with the same terms, conditions and negotiated fee schedule.

Thank you,



Carl Kumpf
Chief Financial Officer
Avenu Insights & Analytics, LLC

TAB 4 Professional Qualifications and Experience

[RFP Section 4.4.1 – 4.4.3]

Avenu has included in this section our response to RFP Section 4.4.1 through 4.4.4, for ease of review, questions from the solicitation are included in **blue** text. As described throughout this proposal, Avenu has decades of proven experience and an unmatched expertise in supporting Texas municipal agencies with these exact services. Additionally, Avenu has included our response to question # 1, located in the bottom of the City's solicitation in Section 4.4.

REFERENCES [RFP 4.4.1]

4.4.1 Client references that may be contacted to discuss your firm's work history within your contract. Include the contact's name, title, phone number, email address and full business address.

City of El Paso, TX	
Point of Contact:	City of El Paso, TX Name: Edmundo Calderon Title: Chief Internal Auditor E-Mail: calderones@elpasotexas.gov Phone: (915) 212-1365
Description of Services:	Avenu has provided the City with Hotel Occupancy Tax Services since 2015 and has identified over \$548,000 in new revenue for the City. Additionally, Avenu has provided the City of El Paso with Hotel Occupancy Tax Administration services since 2016, administering over \$13 million for the City. In 2019, Avenu was awarded two (2) additional contracts, as a result of a competitive bidding process, for Sales and Use Tax auditing and Franchise Fee auditing.

Manatee County, FL	
Point of Contact:	Manatee County Tax Collector, FL Name: Michele Shultz Title: Director, Tourism Development Tax P: (941) 741-4801 E: MicheleS@Taxcollector.com
Description of Services:	9500 STR listings, 11000 Active Accounts, discovered - Deployed on-site license checker with easy maintenance for IT department Found 300+ unlicensed STRs, achieving 99% compliance in the County for Tourism Tax, helping collect over \$250,000 of tax

City of Coppell, TX

Point of Contact:	City of Coppell TX Name: Luay Rahil Title: Assistant Director of Community Development P: 972-462-5164 E: lrahil@coppelltx.gov
Description of Services:	- Used to have competitor's hotline which had robo-caller outbound to the STR PM. Created issues due to inadmissibility of evidence. - Subscribed to Avenu's proposed solution, Harmari STR. identification for 35 STRs in the City, plus 24/7 Hotline human inbound/human outbound

City of Fort Lauderdale, FL

Point of Contact:	City of Fort Lauderdale, FL Name: Porshia Williams Title : Code Compliance Manager P: (954) 828-5249 E: PorshiaW@fortlauderdale.gov
Description of Services:	- Used competitor's product for 2 years, bringing them to 1000 STR permits out of 4500 listings (about 30% compliance) - From April 2019 to present, Avenu's proposed solution, Harmari STR, has discovered 380 additional unlicensed STRs with documented evidence resulting in 55% compliance Provided custom Zoning/HOAs reporting to each of 30 different code officers

CURRENT TEXAS MUNICIPAL CLIENTS [RFP 4.4.2]

4.4.2 A complete listing indicating all of your current municipal clients throughout the state. Please include municipality's name, address, contact name and phone number as well as email address.

Avenu has included a list of our current Texas municipal clients, for which we provide the same or similar services.

- | | | |
|----------------------------|---------------------------|----------------------|
| ▶ City of Amarillo | ▶ City of Glen Rose | ▶ City of Odessa |
| ▶ City of Athens | ▶ City of Graham | ▶ City of Orange |
| ▶ City of Balcones Heights | ▶ City of Granbury | ▶ City of Palestine |
| ▶ City of Bastrop | ▶ City of Greenville | ▶ City of Paris |
| ▶ City of Baytown | ▶ City of Gun Barrel City | ▶ City of Pearsall |
| ▶ City of Beaumont | ▶ City of Haltom City | ▶ City of Richardson |
| ▶ City of Beeville | ▶ City of Harlingen | ▶ City of Rockdale |
| ▶ City of Bonham | ▶ City of Houston | ▶ City of Round Rock |
| ▶ City of Brady | ▶ City of Humble | ▶ City of San Angelo |
| ▶ City of Brownsville | ▶ City of Irving | ▶ City of Seagoville |

- | | | |
|---------------------------|--------------------------|---|
| ▶ City of Amarillo | ▶ City of Jefferson | ▶ City of Shenandoah |
| ▶ City of Buda | ▶ City of Jourdananton | ▶ City of South Padre Island |
| ▶ City of Burleson | ▶ City of Kerrville | ▶ City of Sulphur Springs |
| ▶ City of Carthage | ▶ City of Killeen | ▶ City of Surfside Beach |
| ▶ City of Cedar Hill | ▶ City of La Porte | ▶ City of Temple |
| ▶ City of Cleburne | ▶ City of Lampasas | ▶ City of Texarkana |
| ▶ City of College Station | ▶ City of Lewisville | ▶ City of Tomball |
| ▶ City of Corsicana | ▶ City of Lindale | ▶ City of Waco |
| ▶ City of Deer Park | ▶ City of Live Oak | ▶ City of Waxahachie |
| ▶ City of Denison | ▶ City of Lockhart | ▶ City of Weatherford |
| ▶ City of Denton | ▶ City of Lubbock | ▶ City of Webster |
| ▶ City of DeSoto | ▶ City of Lufkin | ▶ City of Weslaco |
| ▶ City of Dilley | ▶ City of Mansfield | ▶ City of Wichita Falls |
| ▶ City of El Campo | ▶ City of McAllen | ▶ County of Cameron |
| ▶ City of El Paso | ▶ City of Mesquite | ▶ County of McLennan |
| ▶ City of Fredericksburg | ▶ City of Midland | ▶ Reeves County |
| ▶ City of Frisco | ▶ City of Mount Pleasant | ▶ The Park Board of Trustees of the City of Galveston |
| ▶ City of Galveston | ▶ City of Mount Vernon | ▶ Town of Addison |

ABOUT AVENU [RFP 4.4.3]

4.4.3 Each proposal must provide a full history of the firm and some description of its various activities. Include in an overall history of the firm and its length of experience; services offered; specific information that will support the project scope.

Founded in California in 1978, Avenu Insights and Analytics is a privately-owned revenue enhancement services company that specializes in helping public agencies across the nation to preserve, enhance, and manage their tax revenue base. As a public sector expert, Avenu focuses exclusively on local government agencies like the City of Wimberley. Over our 40-year history, we have grown to a national footprint of over 700 employees supporting customers in all 50 states. We have a dedicated team of revenue consulting and tax audit experts which provide concierge-level services to over 900 jurisdictions throughout the nation.

Avenu has 14 office locations strategically stationed across the United States, including two (2) offices in Texas, with an additional two (2) offices in Canada.

We offer our local government clients a full range of revenue enhancement and administrative solutions. Avenu works with communities of all sizes, from our smallest client with a population of just 150, to our largest client with a population of over ten (10) million.

Since our founding over four decades ago, Avenu has successfully supported thousands of towns, cities, and counties with our full suite of compliance auditing and revenue enhancement services. We are public sector

Avenu Qualification Highlights

- Public sector expert with over 30 years of experience providing Hotel Occupancy Tax services
- Provide same services to some of the largest cities in Texas
- Two (2) offices in Texas
- Same of similar services provided to hundreds agencies nationwide
- \$1.8 billion in new general fund tax revenue generated per year
- Over \$4.6 million of HOT revenue recovered
- Fully staffed Project Management Office (PMO) to ensure project goes smoothly

experts, and we understand the challenges faced by cities like Wimberley. Our refined methodologies and processes are a direct result of the nearly 40 years that we have been providing auditing services.

We offer the City of Wimberley the opportunity to partner with a vendor capable of providing the City with consistent and quantifiable results. To demonstrate this, in 2020 and 2021, **Avenu recovered and administered over \$1.8 billion in new general fund tax revenue.** We have earned our reputation as the premiere revenue enhancement partner to the public sector through our comprehensive audit services, proprietary data analytics, accurate forecasting, cost-effective administration services, and our commitment to our clients.

Avenu has a nationwide team of experts, comprised of Certified Public Accountants (CPA), Certified Revenue Examiners (CRE), audit managers, and analysts. The team works as a cohesive unit to pinpoint compliance issues, provide detailed reporting, and recover lost taxes on our government clients' behalf. Specific to sales tax and recovery services, Avenu's experts in Sales Tax Compliance and Recovery Services identify, correct, and optimize Sales and Use Tax issues through comprehensive reviews. We have a dedicated team of examiners and accountants whose region-specific expertise has resulted in the discovery of millions in underreported taxes.

In addition to our audit and administration services, Avenu has been recognized by our clients for our accuracy in our forecasting services, which enable local governments to make informed business decisions and create sound public policy. Our proven success stems from our highly experienced nationwide team of certified examiners and accountants who use their region-specific expertise. These experts have decades of experience researching and interpreting local ordinances, regulations, statutes, and laws.

Project Management Office (PMO)

Avenu will provide to the City of Wimberley a dedicated project manager for this contract. Avenu has a dedicated, in-house Project Management Office (PMO) with a fully staffed team of Project Managers (PMs) who are solely dedicated to our clients. The PMO team is committed to getting projects off the ground from kick-off meeting through the completion of contract requirements by consistently using established standards.

Avenu's Project Management team will develop a thorough understanding of the City of Wimberley's operations. Then we will employ our approach for managing quality, schedules, and costs, ensuring maximum value for the City. Avenu has produced hundreds of project plans for its various government and commercial customers over the years. Our strong project management methodologies are based on industry standards, allowing project managers to maintain control of the project, identify pending milestones, assess risk, and implement mitigation strategies.

Our project management methodology is constantly refined to leverage best practices and lessons learned from other implementations. We utilize a single project management methodology to manage all aspects of the project including project initiation, functional training, data conversion, go live, and postproduction, ensuring consistency from start to finish.

Avenu provides a project manager to serve as the single point of contact for all implementation activities. The Avenu project manager is responsible for a successful implementation – on schedule and within budget. The Avenu project manager works closely with the City's project manager, other vendors, and members of both



project teams. The Avenu project manager is responsible for reporting and communication to Avenu and the City's project teams, as well as project planning, project tracking, and change management.

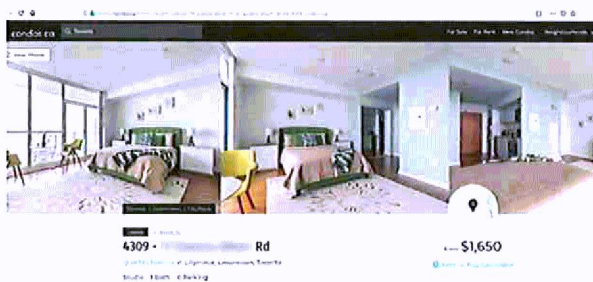
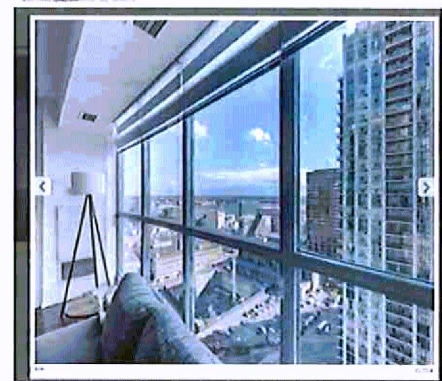
Explain the top challenges in providing short term rental and tax compliance services and monitoring for public entities and what your recommendations are to overcome those obstacles.

There are 3 significant challenges with STR monitoring and compliance for public entities:

1. Condominium / Apartment identification. They are more challenging than houses because you cannot use Street View technology to locate them. Luckily, Avenu has an extensive toolkit using Comparison View, and machine-learning driven engineering expertise. (All described below.)
2. When the host is a property management company or a tenant of the property. That makes it more difficult to trace land-ownership information back to the host. We utilize Whooster, a public records search tool to dig up tenant records including cellphone, utility bills, etc. (Described below.)
3. From a tax compliance perspective, the "Friends and Family" excuse. This nullifies the online intelligence gained from collecting calendar blocked dates on the calendar because you are unable to establish that the date(s) were revenue-generating stays. This is counteracted with detailed analytics associated with Insights, that proves the property is being used year-round and not just for family occasions. (Insights module is described below.)

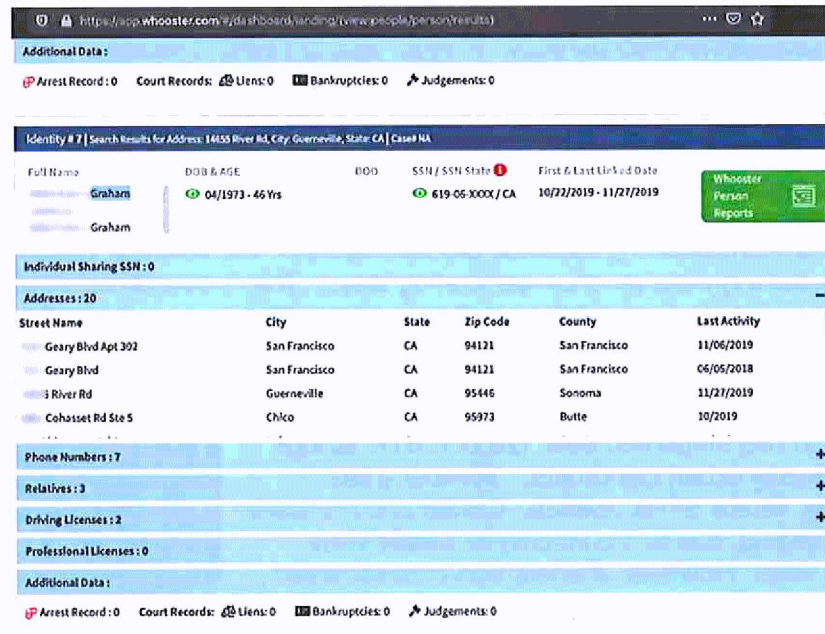
Condo Finding

Avenu's proposed solution has monitored over 120,000 STR listings for both rural and high-density urban customers. Wimberly has numerous zoning districts where STRs operate. Condo unit numbers are generally more challenging, due to the inability of Street View technology to sleuth the units. However, trained, non-crowdsourced analysts leverage many other data sources, such as real estate listings, other listings posted on the manager's own booking website outside of the STR platform, long-term apartment rental listings. Avenu also leverages interior and exterior views of the unit to look at the floor and the angle of the view to compare to other known unit numbers views and perspectives.



Finding Tenants Renting STRs Out

In certain circumstances the tenant is the host of the illegal STR, unbeknownst to the property owners. In this scenario, the City land use records would not be a practical matching method. Avenu STR leverages Whooster, a public record search tool which taps utility bills, cellphone records, and other data available under GLBA or DPPA authorized uses. The tenant may be listed under those records, and the supporting evidence includes a Whooster screenshot, example below.



The screenshot shows the Whooster dashboard for a person named Graham. The dashboard includes sections for Additional Data, Identity #7, Individual Sharing SSN, and a list of addresses.

Additional Data:

- Arrest Record: 0
- Court Records: 0
- Liens: 0
- Bankruptcies: 0
- Judgements: 0

Identity #7 | Search Results for Address: 1455 River Rd, City: Guerneville, State: CA | Case: NA

Full Name: Graham
 DOB & AGE: 04/1973 - 46 Yrs
 DOB: 04/1973
 SSN / SSN State: 619-05-XXXX / CA
 First & Last Linked Date: 10/22/2019 - 11/27/2019

Individual Sharing SSN: 0

Addresses: 20

Street Name	City	State	Zip Code	County	Last Activity
Geary Blvd Apt 302	San Francisco	CA	94121	San Francisco	11/06/2019
Geary Blvd	San Francisco	CA	94121	San Francisco	06/05/2018
River Rd	Guerneville	CA	95446	Sonoma	11/27/2019
Cohasset Rd Ste 5	Chico	CA	95973	Butte	10/2019

Phone Numbers: 7

Relatives: 3

Driving Licenses: 2

Professional Licenses: 0

Additional Data:

- Arrest Record: 0
- Court Records: 0
- Liens: 0
- Bankruptcies: 0
- Judgements: 0

TAB 5 Demonstrated Experience [RFP Section 4.4.4]

Avenu understands the how critical Short-Term Rental administration and the collection of Hotel Occupancy Tax is for the City. Avenu offers the City of Wimberley a cohesive team of individuals with decades of experience in these services. Each of these individuals have deep expertise in supporting Texas municipal clients and state and local governments. Avenu is pleased to provide summary resumes of our key personnel that will be involved in this project below.

The City will have access to Avenu's nationwide array of resources, which includes 700 employees, 14 national offices, and an executive team that is extremely involved in the day-to-day operations of the company. Avenu's dedicated team of experts has achieved nationwide recognition by being listed on the GovTech 100 list for their support of state and local governments. Avenu has been listed on the GovTech 100 list for the last 4 years in a row (2019 – 2022).



Figure 1 - Avenu is listed on the GovTech 100 list for service and support of state and local governments

KEY PERSONNEL [RFP 4.4.4.A]

Michael Portis, CPA, Vice President of Audit

As Avenu's Vice President of Audit, Michael leads Avenu's Revenue Enhancement Group, which consists of a full suite of compliance auditing across several tax types. Michael is a Certified Public Accountant in both Texas and North Carolina and is a U.S. Army Veteran. Mr. Portis is a Certified Fraud Examiner (CFE) and is directly responsible for the overall performance of this contract and supervising Avenu's Hotel Occupancy Tax team. Michael has 25 years of direct experience in tax auditing and has served in several key positions for some of the largest tax firms in the United States. Prior to joining Avenu, Michael served as a Director of Tax and Unclaimed Property and Tax Manager for Apexanaltix. Additionally, Michael served as Senior Tax Manager for EY, Revenue Field Auditor II for the North Carolina Department of Revenue, State Tax Consultant for Enron, and Supervising Senior Tax Consultant for KPMG. Education: Doctorate of Law from University of Houston Law Center and Bachelor of Business Administration in Accounting from University of Texas at San Antonio.

Christy Cato, VP of Operations

As VP of Operations, Christy will have direct oversight of this project. Christy manages the departments comprising Avenu's Operations division, which included Avenu's Short-Term Rental services. Christy joined Avenu in 1997, and quickly became an integral part of the management team that pioneered the outsourced Revenue Discovery/Recovery revenue enhancement concept in the Southeast. In her 20 years with the company, Christy has supervised the implementation and successful completion of more than 250 individual Discovery/Recovery projects that have generated over \$15M in newly found tax and license revenue for Avenu clients. Under Christy's direction, over 50 managers and FTEs deliver Tax Administration and Discovery/Recovery services to more than 500 local governments, representing more than \$800M in annual revenues received from over 70,000 business taxpayers. She also serves as point person for our annual SSAE 16 (formerly SAS 70) independent process and controls audit.

Francesco D. Mancia, MBA, VP Government Relations & Business Development

Fran is responsible for overseeing company Legislative, Regulatory, and Government Relations work at the state and federal level. Fran has a strong working knowledge of Texas specific local government general fund tax laws and state and federal regulatory and legislative issues that impact local governments. He monitors, analyzes, and leads company lobbying efforts related to legislation, state mandates, and regulatory changes and policies that affect client revenue streams.

Dana Braccia, MLS/MBA - Director of Client Services

Dana has more than 18 years of management experience as well as operational oversight for outsourced municipal operations. Prior to joining Avenu, Dana most recently served as the Executive Director for the Texas Library Association, serving, and supporting hundreds of public libraries as well as monitoring emerging library services trends. She has also served as Vice President of Library Operations for Library Systems & Services (LS&S), overseeing operations for more than 75 public libraries around the US. She is a former library manager with the City of Scottsdale and has been an adjunct instructor for MLS programs at Texas Woman's University, the University of Arizona, the University of Kentucky, and the University of Tennessee. Education: Bachelor of Science and Masters of Business Administration from Arizona State University, and a Masters of Library Science from the University of Arizona.

Dana Hanks, CTE, HOT Audit Manager

As Avenu's HOT Audit Manager, Dana is responsible for the audits and communication with lodging providers. Dana has over 16 years of tax compliance experience and has conducted thousands of reviews and is directly responsible for the outstanding success of Avenu's Hotel Occupancy Tax services. Prior to joining Avenu (formerly MuniServices) in December 2001, Dana worked in tax in the oil and gas industry. Dana currently manages Hotel Occupancy Tax audits with Avenu clients in Texas. Education: Bachelor of Science in Accounting from the University of Houston-Clear Lake.

Adrian Cedillo, HOT Senior Auditor (Audits)

As Avenu's Senior Auditor for Hotel Occupancy Tax services, Adrian is responsible for all HOT auditing activities in the state of Texas. Adrian is responsible for establishing comprehensive lodging property inventories, crafting announcement letters, reviewing HOT ordinances, sending scheduling letters to approved properties, reviewing all documentation, and assisting in the final audit reports provided to the City. Adrian has performed HOT Audits with Avenu since 2018, and prior to joining Avenu, Adrian served as an Accountant for UVC Powersports, where he handled Accounts Receivable, Accounts Payable, Bank Reconciliation, and all sales reports and bank deposits. Education: Adrian has a B.S. with a dual major in Accounting and Business Administration and Finance.

Brandi Sanner, Client Executive

As Avenu's Client Executive to the City of Wimberley, Brandi will serve as the main point of contact for this opportunity. She has 16 years of experience in compliance auditing, tax administration, revenue enhancement software and services, management, and client relations. Brandi will interface with the City throughout all phases of the contract to ensure the City is adequately supported. Brandi has over 16 years of experience in revenue recovery with a specific focus on relationship management with state and local governments. Ms. Sanner has served Avenu since 2018 and has supported 100's of cities in Louisiana and Texas and has proven to be a vital resource for our Revenue Enhancement services which include Short Term Rental (STR). Brandi served as a Client Relationship Manager and Lead Auditor for Revenue Recovery Group. Education: Bachelor of Science – Accounting from Southeastern Louisiana University.

Elliot Norman, PMP, ITIL, Project Management Office (PMO) Director

As Avenu's Director of our Project Management Office, Elliot will have direct oversight over the timeline and status of the project. Elliot manages Avenu's fully staffed team of Project Managers (PMs) that ensure Avenu's contracts/projects are completed on time, and on budget. Elliot has both his Project Management Professional (PMP) and ITIL certifications. Elliot has been in Project Management for over 10 years and is credited with numerous successes in large, complex projects at Avenu. Elliot is responsible for bringing innovation and gaining efficiencies across all areas of delivery (including schedules, budgets and staffing), implementing repeatable processes, standards and reporting metrics and developing, hiring and coaching project managers to high performance Accomplishments: concurrently led two failing critical projects to successful delivery while reestablishing customer confidence and team morale.

RELEVANT EXPERIENCE [RFP 4.4.4.B – 4.4.4.D]

Avenu has decades of relevant experience supporting municipal clients in the State of Texas. Avenu currently provides lodging tax services to hundreds of jurisdictions nationwide and over 60 jurisdictions in Texas with local occupancy tax services. Specific to our Hotel Occupancy Tax auditing, since 2018, **Avenu has recovered over \$4.6 million in HOT revenue for our Texas clients.** With two (2) physical offices in the state and several personnel, Avenu is well situated to support the City of Wimberley.

Avenu's proposed STR solution is being actively used in College Station, TX and Coppell, TX. Avenu's proposed solution discovered 550 unregistered listing with the City of College Station which resulted in the generation of dozens of code cases. Avenu supports some of the largest cities in the state, including Dallas, Houston, El Paso, Irving, Lewisville, McAllen, Plano, Arlington, and Richardson, as well as the Denton County, Fort Worth transportation authority, and Capital Metro. Due to this strong presence, we actively track and monitor legislative and regulatory policy specific to the State of Texas. We are a strong supporter of the Texas Municipal League, a recent Silver Sponsor at Texas City Management Association, and a Gold Sponsor of the Government Finance Officers Association of Texas.

From 2018-2021, Avenu provided HOT audit services for 66 cities throughout Texas. During this time period, over 530 HOT audits have been completed. An aggregate total of \$4,665,246.51 in hotel tax revenue was discovered for all clients, with a per/audit average of \$8,802 in tax being found for each audit performed. Avenu is currently providing HOT audit services for 16 cities across the State of Texas, with a total of 56 audits being conducted collectively.

Avenu has provided these same services to some of the largest cities in the state of Texas which resulted in the recovery of significant revenues. Some examples of this are:

City of El Paso

Avenu has provided the City with Hotel Occupancy Tax Audits since 2015 and have identified over \$900,000 in new revenue for the City. Additionally, Avenu has provided the City of El Paso with Hotel Occupancy Tax Administration services since 2016, administering over \$13 million for the City. In 2019, Avenu was awarded two (2) additional contracts, as a result of a competitive bidding process, for Sales and Use Tax auditing, and Franchise Fee auditing.

City of South Padre Island

Avenu has provided the City of South Padre Island, TX with Hotel Occupancy Tax Auditing and Administration since 2012, as well as Discovery/Recovery of unknown properties, and have recovered \$73,614 for SPI. Avenu is in the process of signing a contract with SPI for Short Term Rental Services.

City of McAllen

Avenu has provided the City of McAllen, TX with Hotel Occupancy Tax Auditing and Administration since 2020, as well as Sales Use Tax Auditing since 2008. Avenu will begin Discovery/Recovery beginning in 2022.

City of Richardson

Avenu has provided the City of Richardson, TX with Sales Tax Compliance services since 2014 and has recovered over \$2.9 million in new Sales Tax Revenue for the City to date. We have also provided the City with Hotel Occupancy Tax services since 2010 and have recovered over \$84,000 in new Hotel Occupancy Tax Revenue for the City. We continue to provide these services to the City of Richardson.

TAB 6 Recommended Approach [RFP Section 2.2; 4.5]

Short Term Rental program administration and tax collection is a relatively new but hyper-growth tax and permitting concern for the United States. With the growth and expansion of platforms and rental sites across the web, it has never been easier to market and commercialize a real estate property and create a viable part or full time business in a residential location.

While slow to innovate policy and tax code, state and local government has recognized that without smart ordinance definition and programmatic program management, the STR impact on affordable housing, local culture, and public services is incredibly public and negative. Avenu has a long-standing history of assisting thousands of US municipalities and in our response, we have recommended a solution that we believe will support the City in its desire to both run a strong tax collection program while also ensuring that it leverages the latest technology and expertise to both identify and bring into compliance the rapid expansion of commercial activity in the region.

Avenu offers a full suite of Short-Term Rental and Hotel/Motel Compliance and Tax services for over 200 clients. Our core business is built specifically around the technology and services required to help state and local government with Tax Administration and Tax Collection. We have brought to market a service built around the Avenu Governance Framework and technology stack that allow a local government to decide where they need the help most and add the services and/or software that would supplement their staff to immediately improve compliance and revenue collection. The Avenu STR Services and Software solutions presented in our response to the City is a summary of what we believe should be the target services that are purchased by the City, and we'll present a justification in the Executive Summary below:

- ▶ **Full Admin and Support Services** – Avenu provides an end-to-end program management solution for Short Term Rental and Hotel/Motel Tax. This service includes the industry leading web monitoring and compliance software along with a SaaS solution tailored to run the identification, registration, compliance, and tax collection for all occupancy activities in the area. Avenu makes its team available to support your functional commitments in executing your program while driving operating and financial goals set by the City. We provide you with multiple tools **and the staff behind** them to enable:
 - Tax E-File Portal for all STR/Hotel reporting and payment
 - Toll-Free number for Taxpayer and City support during business hours
 - Proactive Taxpayer Delinquency Outreach (phone, online and written)
 - Business/STR Registration Services
- ▶ **Government Services Center (GSC) Portal** – Avenu's full admin and support services will enable the City with a comprehensive application that will allow the City to generate several reports on Avenu's collection efforts for the City. Also, you will have the ability to search taxpayer account information directly from the GSC, create new accounts, post Occupancy Tax returns and payments for walk-ins for most payment methods including ACH Credit/Debit, Credit Card, Cash, upload documentation for accounts and more. The GSC application is **complimentary** with Avenu's full admin and support services and will cost the City nothing. City staff will be issued a unique login to access this web-based application.
- ▶ **Platform Solution** – This solution provides the City the ability to self-administer the program by utilizing Avenu's Administration Software solutions:
 - **E-Filing Portal** – Avenu's E-filing portal allows the City's taxpayers the ability to file and pay their respective taxes electronically, manage all tax filing for their customers while providing the City access to view a dashboard of filings with the ability to download and print copies of those filings.

- **System of Record (SoR)** – The Avenu Team will be responsible for importing the filings into its System of Record. However, the City will be responsible for all other administrative processes to include Account Maintenance, Posting Payments>Returns, Issuing Refunds, Compliance (Delinquencies) Processing, Change Notifications Management, etc.

Avenu confidently **recommends that the City procure a full administration service as listed above** as it not only meets the objectives presented in the RFP but brings the comprehensive STR solution into a single solution without a need to acquire expensive software and hire additional staff. Avenu is fully staffed and equipped to handle this service within the timeframe the City requires.

SHORT-TERM RENTAL

Compliance with Scope of Work - Short-Term Rental Ordinance [RFP 2.3]

#	Requirement	Comply?	Avenu Response
2.3.a	Identify all overnight rental properties conducting business within the incorporated city limits, and ETJ to include STR's and Hotels/Motels.	✓Yes	Avenu's proposed solution monitors over 80 unique Short Term Rental websites advertising in Wimberley, including local websites. We can then remove any listings that are duplicates or exempt, and our team of trained analysts identify the STR and provide at least 2 pieces of supporting evidence with each identification.
2.3.b	Provide online portal for overnight rental property owners, monthly occupancy tax payments and reporting information.	✓Yes	Our High Availability server is available 24/7 web portal for owner registration, tax filing, and reporting.
2.3.c	Online tools for registration, permitting, tax remittance, monitoring and code violation reporting to include tracking of compliance.	✓Yes	Avenu's proposed solution can provide an online registration portal for owners to register their property with the City, please see section our response in Tab 6 for more detail. City staff can track compliance activities and any violations for a specific property in the Case History module.
2.3.d	Provide detailed lists to the City of these accounts, to include identifying and owner contact data. The information requested includes but is not limited to: • Owner name and contact information (i.e. mailing address, telephone number, email address) • Property management company name and contact information (i.e. mailing address, telephone number, email address) • Address of property • Number of bedrooms • Permit number • Zoning district • Appraisal district parcel number • Listing Platform and ID (ie. AirBnB, VRBO, Homeway). • Photos of property (if available)	✓Yes	Avenu's proposed solution provides detailed reporting on all of the properties that we identify through our On Demand Reports and our Case History. • Owner name and contact information can be found in our Case History • In the case that the Operator is a separate entity/person, Avenu will also detail that information in the Case History • Property information (including address and number of advertised rooms) can be found in both the Case History and our On Demand Reports • Permit number can be found in our Case History • Our On Demand Reports and Mapping functionality allows City Staff to filter results by Zoning District • The Listing Platform can be viewed in our Case History and On Demand Reports • Any listing photos, along with supporting evidence can be viewed in our Case History

#	Requirement	Comply?	Avenu Response
			For more information on our Case History, and On Demand Reports, please visit Avenu's Case History and On Demand sections in Tab 6.
2.3.e	Work with City staff in contacting and communicating (via letters, emails, phone calls) to overnight rental property owners regarding various subjects to include: • STR permitting and tax remittance procedures, methods and contact information • Potential land use, permitting violation(s)	✓Yes	Avenu will work with the City in contacting overnight rental property owners within the City, via letters, phone calls, and e-mails, concerning all subjects required by the City, including STR permitting and tax remittance procedures, methods, etc.
2.3.f	Supply lists of overnight rental properties that may be in violation of permitting obligations at a mutually agreed upon frequency.	✓Yes	Violations Report where analyst verifies there is a screenshot proving the violation, points system scoring to rank problem properties that have multiple violations. City Staff can also On Demand Reports View to generate a report of all the unlicensed Short Term Rentals within the City. For more information on the violations report, please see section ABC, and for more information on On Demand Reports please see our On Demand section in Tab 6.
2.3.g	Provide reports and analysis to the City to support potential audits and other enforcement inquiries at a mutually agreed upon frequency.	✓Yes	Avenu will provide reports and analysis to the City to support any potential audits and enforcement inquiries, at a mutually agreed upon frequency
2.3.h	Provide City Staff the ability to run basic reports such as: • STR permit revenue received during a specific period.	✓Yes	Avenu will provide City the ability to run basic reports as requested by the City.

The proposed Avenu STR solution is one of the only solutions that executes listing data collection for **over 80 unique websites**. To maximize data capture, we go beyond the "Big 4" platforms (AirBnB, Expedia, TripAdvisor, and Booking.com) to acquire listings from nation-wide vacation rental management companies (ex: Evolve, Sonder, Vacasa, Turnkey) who have weaned themselves off the Big 4, alongside the hundreds of local Vacation Rental Management Agencies nationwide that have their own booking and advertising pages. Avenu STR reviews search engine results 5 pages deep with different keywords/destination combinations to find organic STR inventory which allows us to go above and beyond our competitors.

Avenu STR executes listing data collection 4 times per week, once in each of the four-time intervals: 1) Weekday, 2) Weeknight, 3) Weekend-day, and 4) Weekend-night.

By staggering data collection, we acquire "vampire" listings that become active at night and removed during the day to avoid detection. This is another example of how Avenu's proposed solution rises above competitors to truly collect all listing that are active on STR websites. With our years of expertise, we are solving STR monitoring problems many of our customers didn't know they had! Avenu's proposed Avenu STR solution covers 80 different websites shown in the figure below.



Figure 2 - Avenu's proposed solution covers over 80 STR sites

Using a shapefile of Wimberley's boundaries, below is an inventory of STRs from 80 different websites. The inventory for local popular websites includes what our analysts dug up after deep analysis of online websites for organic, original inventory. They include:

- ▶ TexasHillCountry – 66
- ▶ BookVRC - 1
- ▶ CypressCreekVacation – 3

Website	Listings
Airbnb	249
HomeAway/VRBO + Affiliates	135
FlipKey/TripAdvisor + Affiliates	15
Booking	15
Other	122
Total	536

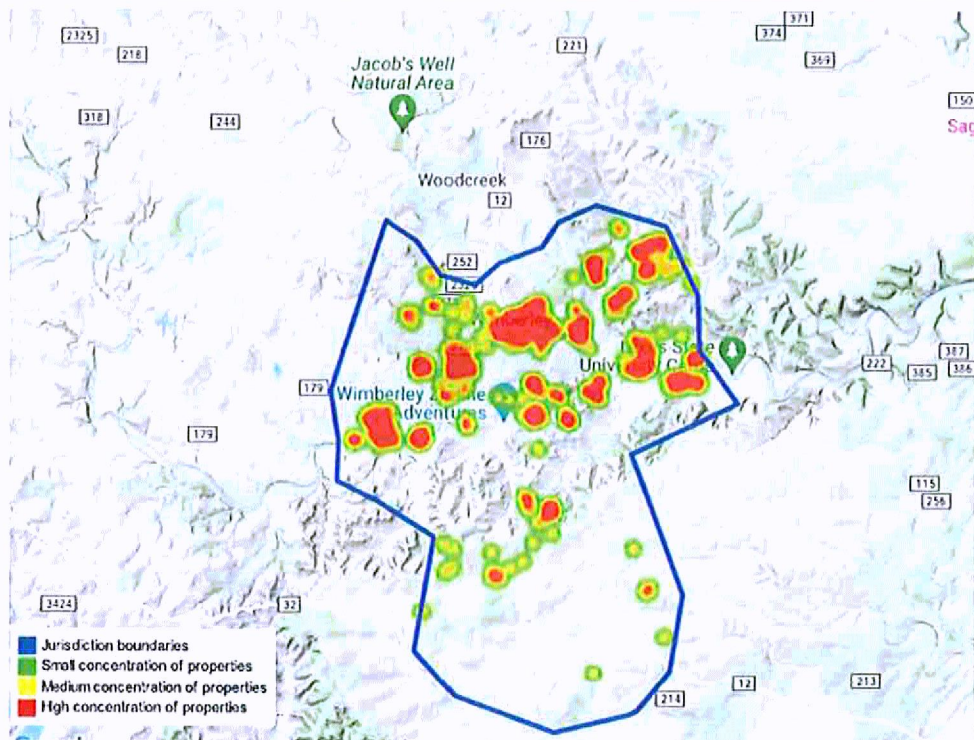


Figure 3 – Short Term Rental Heatmap for City of Wimberley

STR Analytics and Dashboard

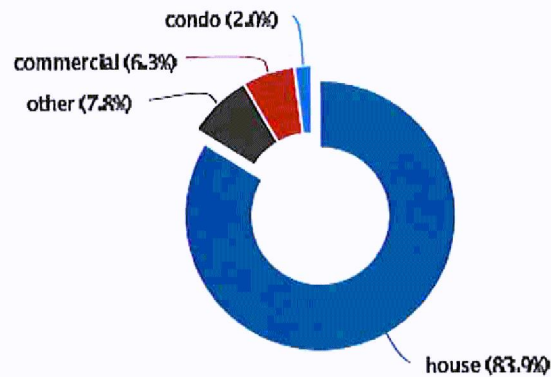
Avenu STR understands the power of Dashboards and a summary of information that is useful when determining the effectiveness of a STR compliance program. We offer several different property and data source analytics and revenue and occupancy statistics based on the data collected. Below depicts a small sample from a menu of options to choose from. If the City of Wimberley is looking for certain analytics, let us know and we will be more than happy to discuss. Figures below show sample charts from our dashboard related to Property Type, Room Type, Bedrooms, Nightly Rate, and Occupancy Percentage.

Overview of Wimberley, TX

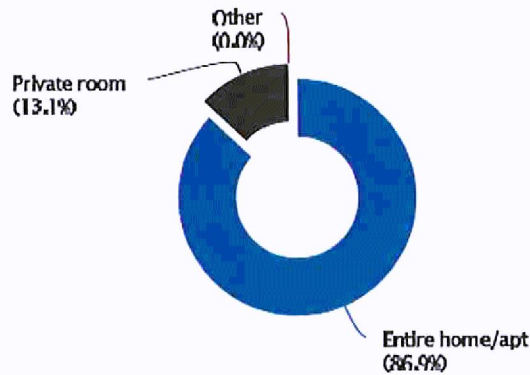
536	STR active and intermittent listings in Wimberley
53	STR listings added in the past 30 days
53	STR listings added in the past 90 days
202	STR listings added in the past 365 days
353	entire home STR listings
183	shared home STR listings
\$19,829,801	estimated gross revenue per year
\$1,388,086	estimated lodging taxes due per year (7%)

Figure 4 – Rental Statistics for Wimberley TX

Property Type



Room Type



Number of Bedrooms

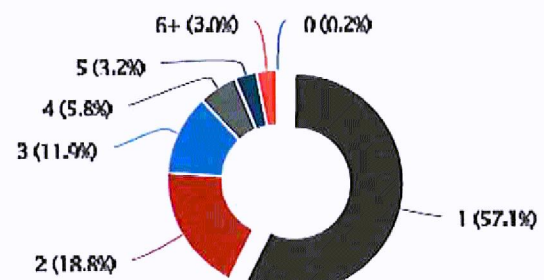


Figure 5 - Property Type

Nightly Rate Histogram

Avenu has included below a histogram of the average nightly rates within the City.

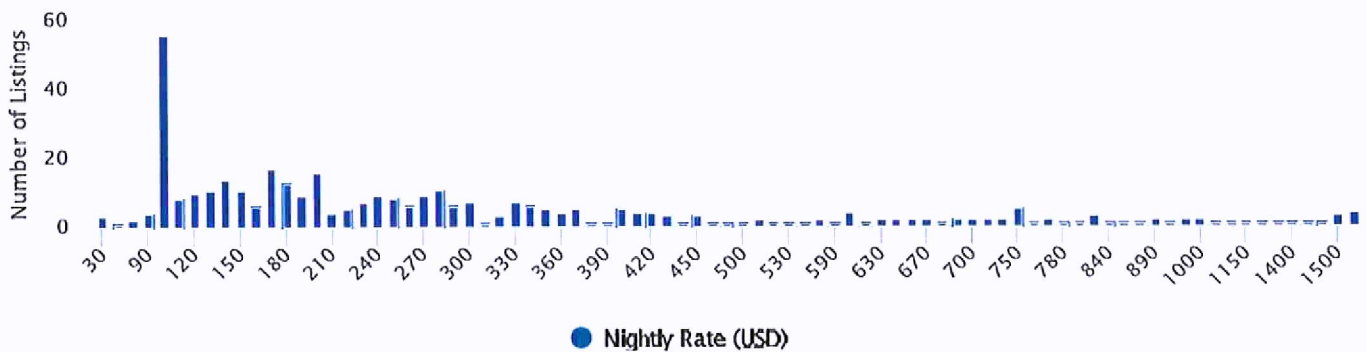


Figure 6 – Nightly Rate Histogram (\$332 average)

Number of Properties per Operator

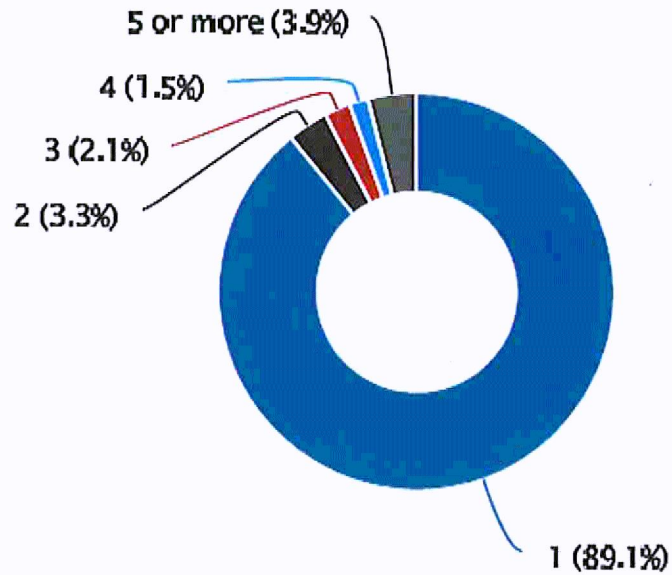


Figure 7 – Number of Properties by Operator Histogram

Estimated Annual Occupancy for the City of Wimberley

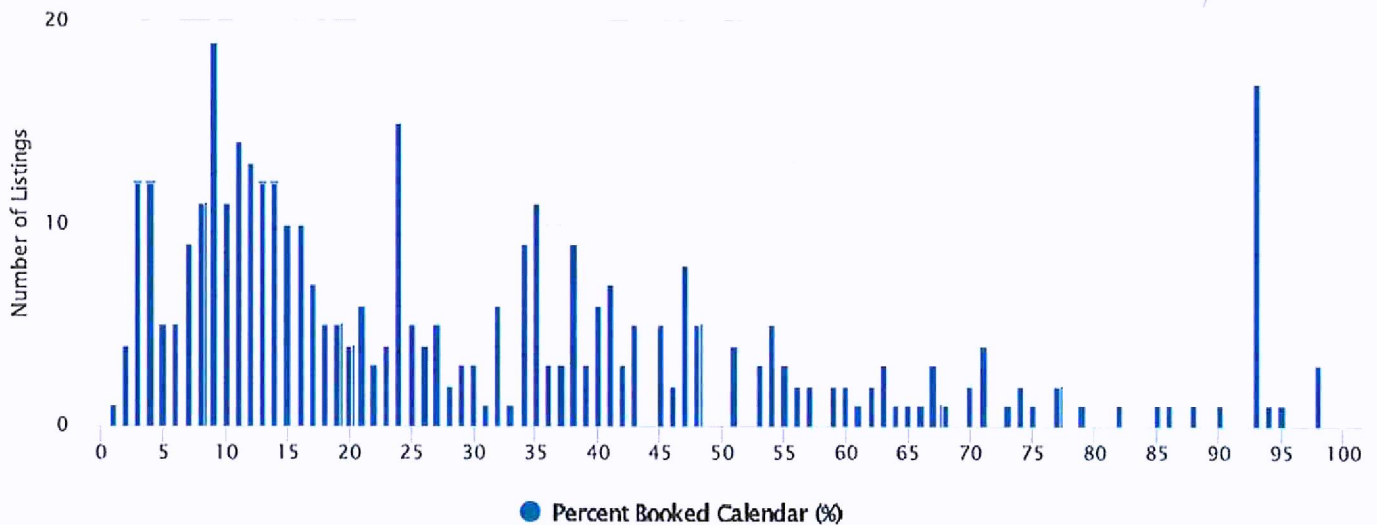


Figure 8 - Estimated Annual Occupancy for the City

Inventory by Data Source

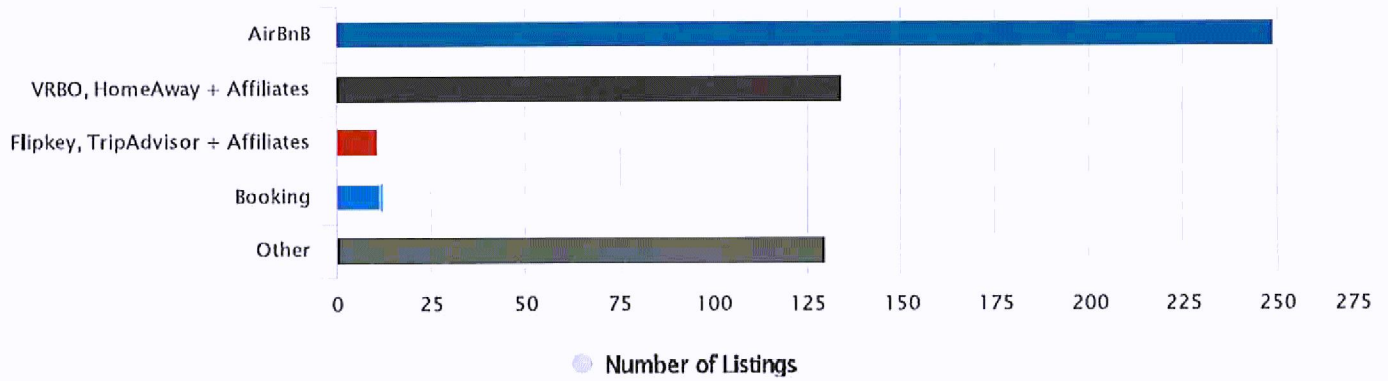


Figure 9 - Inventory by Data Source for City of Wimberley

Address Identification

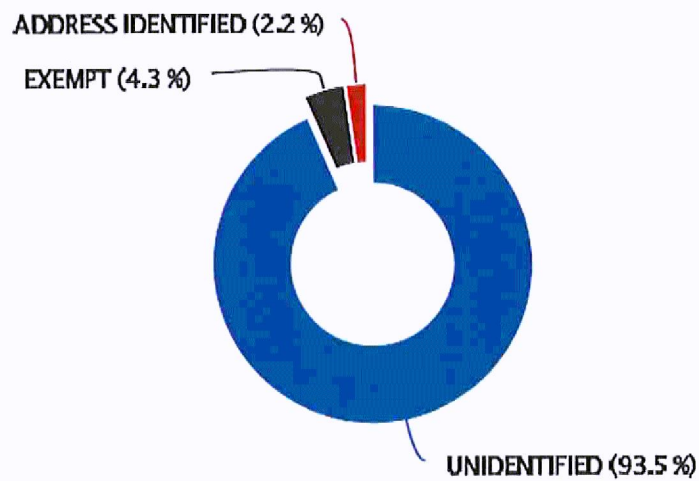


Figure 10 - Address Identification

Estimated Gross Revenue by Platform and Compliance

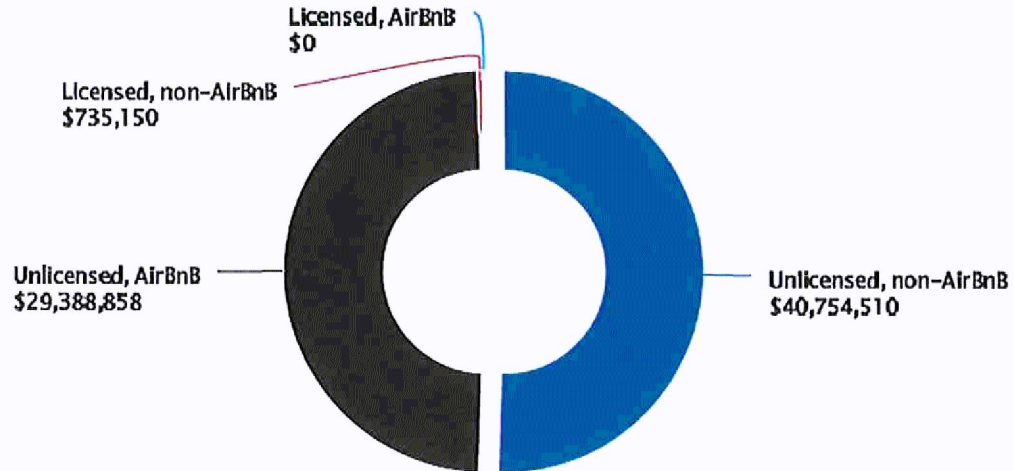
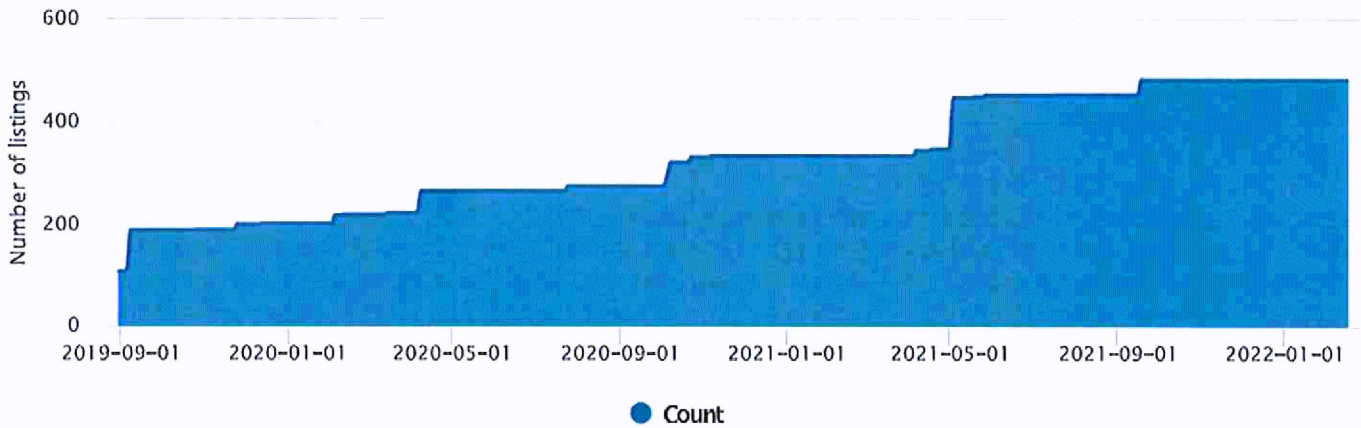


Figure 11 - Estimated Gross Revenue

Number of Listings Over Time



Permitting and Taxing by Property

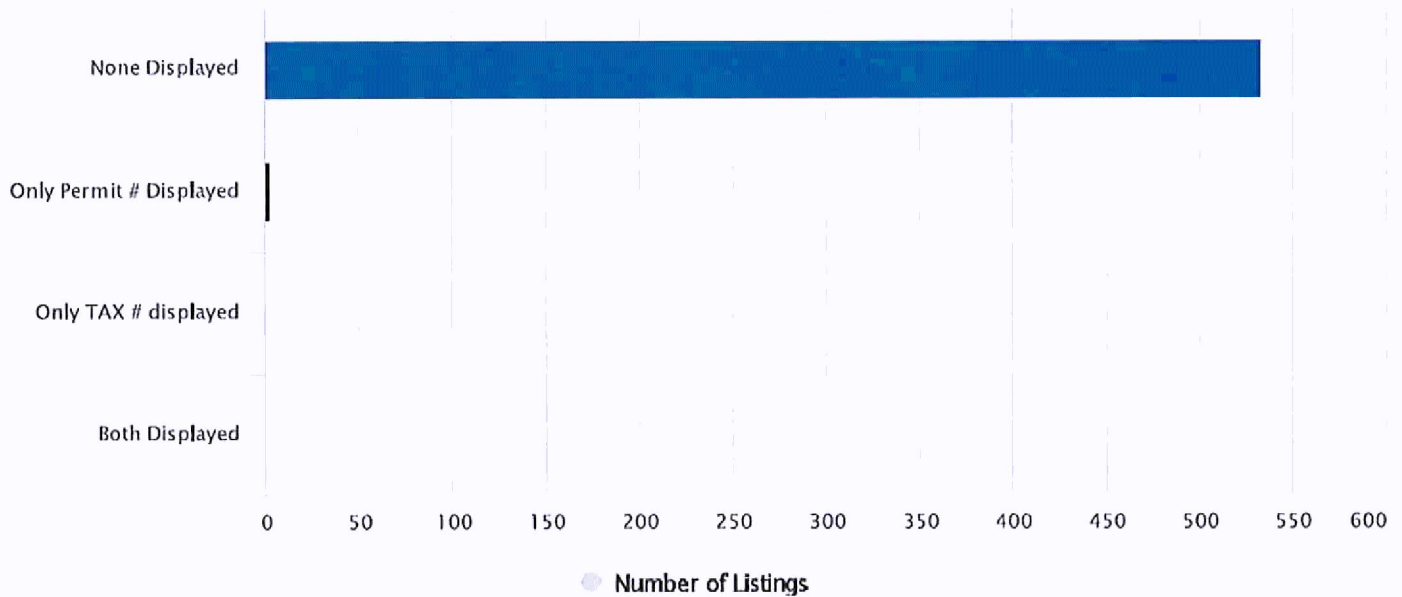


Figure 12 - Permit and Tax Numbers Displayed on Listing

De-Duplication

There are many listings posted online that are duplicates of one another. Without de-duplication of listings, several issues arise including:

1. Unable to accurately assess estimated sales and taxes owed to the Community
2. Unable to verify that the correct permit is being used for the specific advertised rental unit

Our solution leverages advanced techniques based on Artificial Intelligence algorithms to detect duplicates and enhance identification capabilities.

Avenu's proposed Avenu STR solution has developed proprietary matching technology coupled with human analyst verification to mitigate this issue. Avenu STR first deploys its matching technology that deciphers duplicates through metadata found in a listing including but not limited to business license numbers, locations and listing photos. Anything not caught by the system will automatically have a secondary review by human analysts who will categorize them in the following manner:

1. Rent out the exact same house/condo
2. Rent out different bedrooms in the same house/condo
3. Rent out different condo/houses

A sample of a de-duplication Comparison View is shown in Figure 13 below.

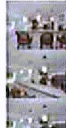
Comparison View										
Listing ID	a_10664863 (1) Unverified, Inactive	a_18369397 (8) Addr/Operator/Same Owner Known, Zombie	v_1075376 (8) Addr/Operator/Same Owner Known, Active	a_15583448 (10) Duplicate, Inactive	a_20151840 (1) Unverified, Inactive	a_40197331 (6) Addr/Owner Known, Intermittent	a_41696073 (5) Address Identified, Active	a_43623524 (1) Unverified, Active	v_1525912 (8) Addr/Operator/Same Owner Known, Active	v_9295838a (6) Addr/Owner Known, Active
Webpage	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]	[Webpage]
Title	Cozy Townhome, walking distance to the beach	Entire Private Guest House Walk to the beach	Private Guest House Walk to Ocean	Apartment Yacht Club for 4 persons	The Villa - Charming near the beach!	Unique 75+ Art Gallery Beach House Walk to Ocean	Mixed Use Event Space / Vacation Rental Art House	Event Space, Reception, Corporate & Fetters Venue	Luxury coastal style home minutes from the beach	UNIQUE ART HOUSE FORT LAUDERDALE BEACH STEP FROM GALLERIA LAS OLAS WALK TO OCEAN
Room size	1 BR 1BA	2 BR 2BA	2 BR 2BA	2 BR 1BA	1 BR 1BA	4 BR 2BA	8 BR 5BA	8 BR 5BA	4 BR 3BA	4 BR 2BA
Address	2531 Northeast 8th Street [Google Maps]	735 Intracoastal Dr [Google Maps]	735 Intracoastal Dr [Google Maps]	735 Intracoastal Dr [Google Maps]	712 Intracoastal Drive [Google Maps]	2600 NE 9 STREET [Google Maps]	820 NE 26th Ave [Google Maps]	[Google Maps]	720 NE 26 AVE [Google Maps]	2600 NE 9th St [Google Maps]
Photos: Kitchen [+/-]										
Photos: bedroom [+/-]										
Photos: bathroom [+/-]										

Figure 13 – Sample Comparison View

De-duplication of listings is important to verify that the correct permit is being used for each advertised rental unit, and to accurately assess estimated sales and taxes owing by summing reviews on each STR website.

Identification Workflow - Houses

After collecting all the raw data and putting it through our various proprietary systems and processes, Avenu's proposed Avenu STR solution has a team of human analysts, who are **personally trained by Senior Analysts with over 14 years of combined identification experience**, to conduct full identifications that provides the Community with a court-defensible case history evidence report for each listing. Avenu's trained analysts use dozens of different public record sources to establish first/last name, business name, and exact address of the STR operator. Our proprietary toolbox includes:

- ▶ Matching up host information on social media or any other public website
- ▶ Using public records to search phone number, business name, person name, property address
- ▶ Use mapping and property data to identify the property put for rent and homeowner

If an Analyst cannot successfully identify the STR, she will escalate it to our Senior Analysts who then complete the identification relying on their expertise. Our progress bar of

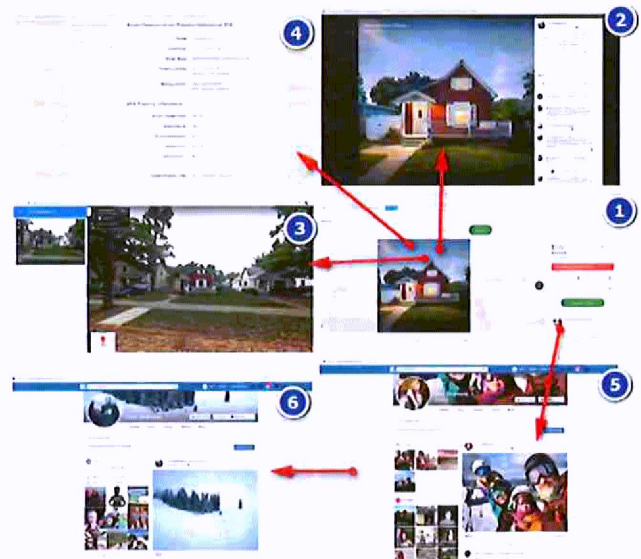
Avenu's proposed solution's unmatched effectiveness is based on two key points:

- High data collection frequency allows for close STR monitoring, accurate calendar and bookings data, and prevents "vampire" STRs
- At least 2 supporting evidence screenshots have to overlap for a correct identification

identification is front and center in the Dashboard report, showing you how we're working hard every day to identify rentals to get you to 100% compliance.

Avenu's proposed solution leads the industry with a minimum standard of 2 pieces of supporting evidence for every single non-compliant STR operator identified. For example, consider the evidence in a typical case showing 5 pieces of supporting evidence:

1. The VRBO listing of the STR with the external view of the house
2. The matching photo on the Facebook page of the same STR
3. The Google Street View of the same STR
4. The City Appraiser Record showing ownership, exact address, sale data, square footage and more. Our competitors typically do not provide this screenshot and thus your staff will need to do it themselves
5. The profile photo from VRBO matches the photo on the host's Facebook page
6. The host's spouse has a similar picture on her Facebook page.



Identification Workflow - Condos

Avenu STR has monitored over 120,000 STR listings for both rural and high-density urban customers. The City has both types of land use where STRs operate. Condo units are generally more challenging, due to the inability of Street View technology to sleuth the units. However, Avenu's trained, non-crowdsourced analysts leverage many other data sources, such as real estate listings, other listings posted on the manager's own booking website outside of the STR platform, and long-term apartment rental listings. Avenu STR also leverages interior and exterior views of the unit to look at the floor and the angle of the view to compare other known unit numbers, views, and perspectives.

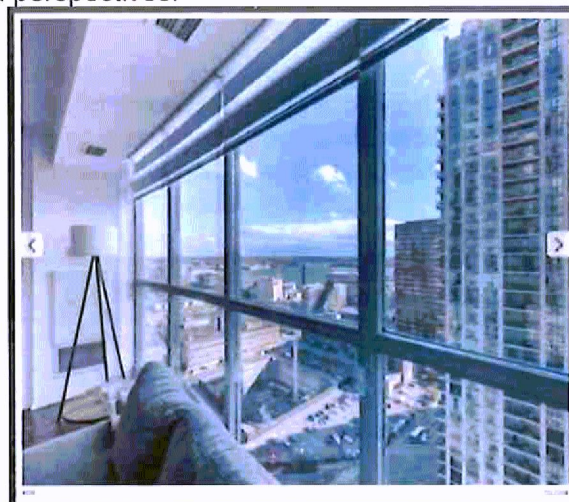


Figure 14 – Avenu determined from the view that this unit is on the 24th floor. By using the horizon line, we can approximate the altitude of the unit and divide by 10' per floor

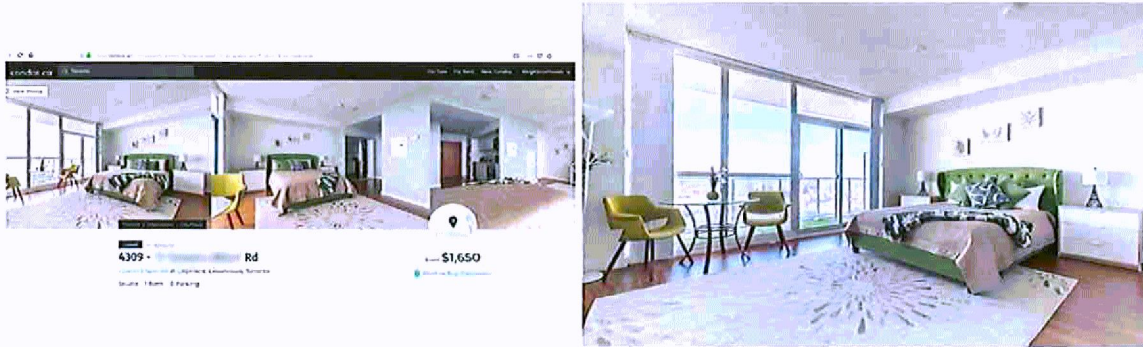


Figure 15 – Avenu determined the left-hand photo from AirBnB that the interior of this unit matches the interior decorations as shown on the sale listing, located on Condos.com.

Case History – Evidence

In the figure in this section, is a Case History report with links for the listing and the operator respectively. The case history contains the following features:

- ▶ 17 Unique Sections including 67 data points assisting the Community to determine tax and code compliance
- ▶ Access to all extracted data from original listing including high quality photos and metadata
- ▶ Listing Browser Simulator that directly simulates the live listing based on the extracted data
- ▶ Clear, organized format of all verified data from human analysts including links to the data sources of the supporting evidence
- ▶ Easy access to license and compliance information right at the top
- ▶ Ability to add compliance notes tools that are automatically attached to the case history when working on a specific case, including when a customer phones in to agree/dispute letters
- ▶ Edit Mode allowing Community staff to enter any additional information as necessary
- ▶ Print to PDF function that is fully customizable by section
- ▶ Mobile-enabled interface for tablets and smartphones for in-field access including ability to upload supporting evidence from a smartphone or tablet
- ▶ Track changes features including exact date, time and user that allows for easy understanding of all edits done by different users

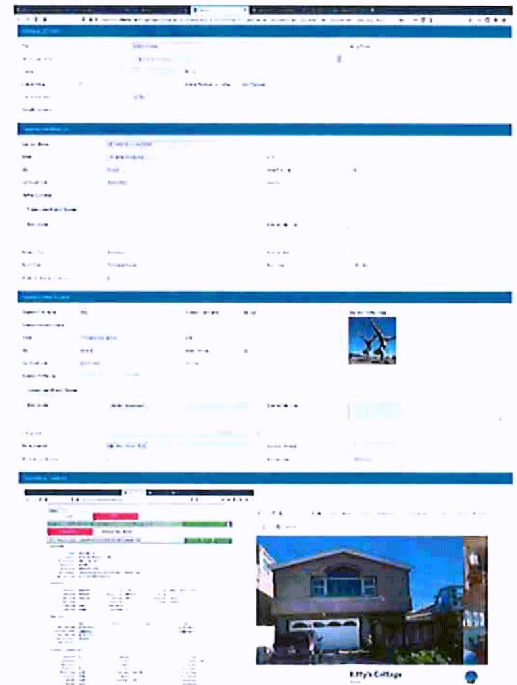


Figure 16 - Case History Report Example

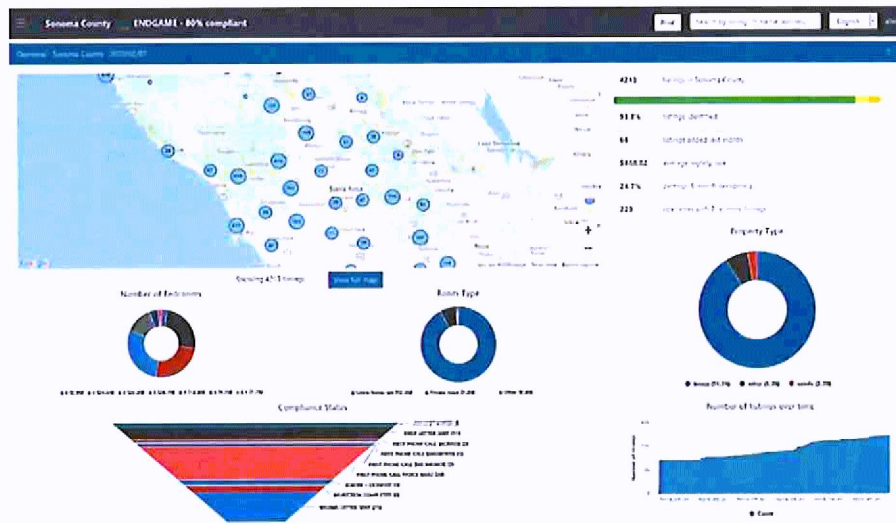
User-friendly Reporting

Avenu fully understands the importance of a simple, easy to use, and intuitive way to run reports. Avenu's proposed solutions' interface has been designed following two main principles:

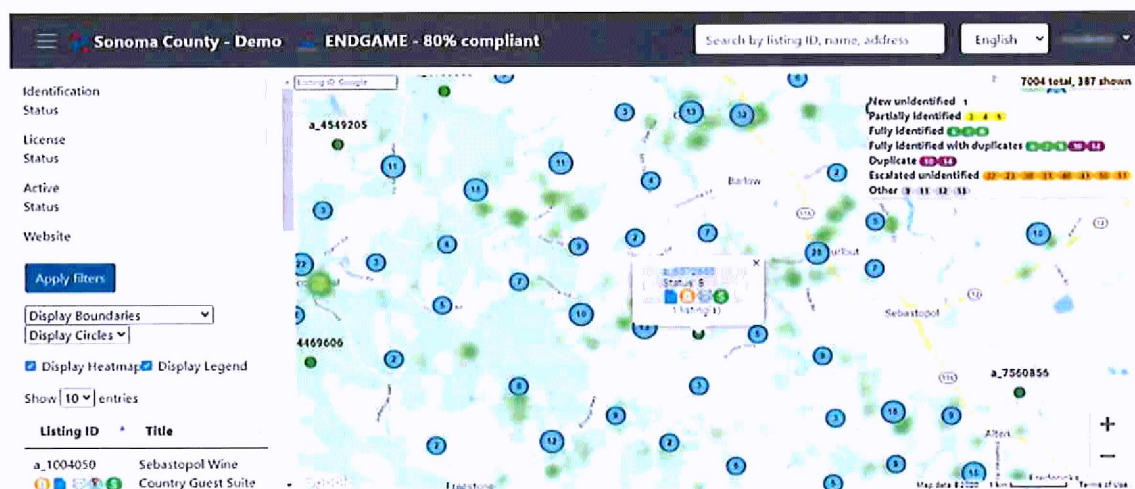
- ▶ Be as simple as possible while covering all the needs of the user.

- We have iterated with users until finding the optimum design implemented in the current version of the Avenu STR solution.
- ▶ Be as intuitive as possible, so that the learning curve can be accomplished in few hours. None of the Community's employees will require more than 2 hours to become familiar with the tool and to leverage its potential.

Shown below is the Web Portal – Sample View, the Avenu Team's proposed solution has a 3-Line Corner Menu to access all modules, Bubble Map showing STR density, and Charts for compliance and analytics



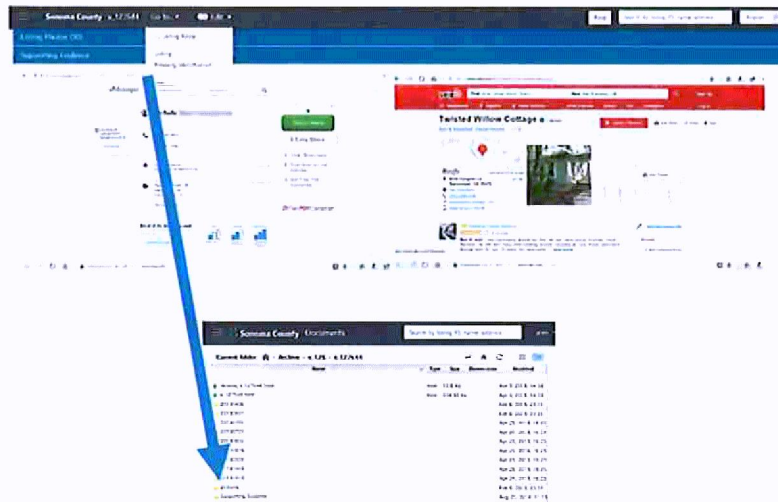
Identification Progress Bar – shows you how hard we're working including escalations



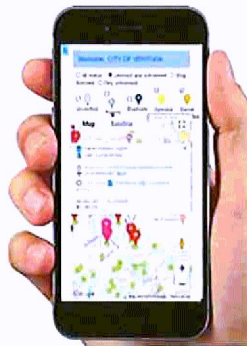
Easy navigation from start to information:

- ▶ Minimum number of clicks required to get to Case History
- ▶ Mobile-friendly interface
- ▶ Edit Mode – perfect for field work by Code Compliance

The Web Portal – Sample Views are shown below. The Avenu Team’s proposed solution allows easy access to supporting evidence, Listing Archive Folder, and Export to PDF.



Our proposed solution is mobile ready with a web portal can be accessed from desktop PC's Macs, mobile, or tablet and will adapt to the screen size of each.



Avenu's proposed solution allows for search by address, owner name, operator name, parcel number, permit number, URL, Listing ID, etc. and results are grouped.

130 listings match "john":

Owner/Operator address match (6) Title match (7) Owner/Operator name match (100)

Listing ID	Title	Match	Links
a_40922259	800 JOHNSON ST		
a_6726098	17600 Johnson Ave		
a_9977168	194 JOHN ST		
a_9977168	194 JOHN ST		
v_95902	194 John Str		
v_95902	194 JOHN ST		

Showing 1 to 6 of 6 entries Previous 1 Next

STR Compliance Monitoring and Enforcement

The figure below is a sample Licensing Workflow, which includes a cross-check of all STR data sources, against the business license and STR permit database and produces a report. Active-licensed listings won't be reported to you. They will simply be filtered out to not waste your time. Unlicensed and Inactive Licensees will be sorted by priority score and reviewed by our trained analysts if required. Once the review is completed, the Notice letters can be auto generated by our software. Once the STR operator receives the notice letter, she can then go through the registration process and become compliant. The new licensee will then be fed back into the database for next month's cross-checking report and will no longer be sent any Notice letters

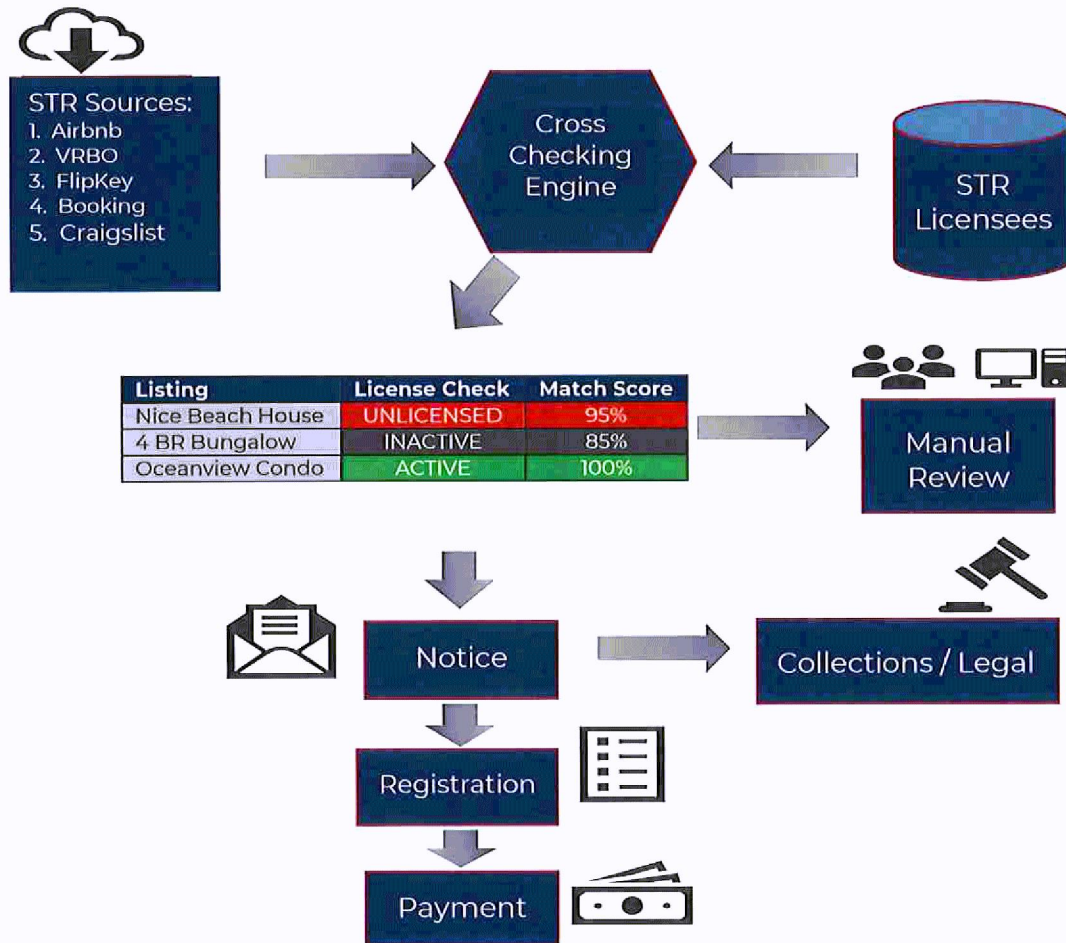


Figure 17 – Sample Licensing Workflow

Compliance and Outreach

As presented in the above sections, Avenu's proposed solution's capabilities will allow us to identify STR operators and exact addresses. With this data, we will contact and communicate with the unregistered short-term rentals to elicit registration and compliance with municipal code.

Avenu's collective experience regarding STR operator outreach is that tax discovery is best served on plain black/white letter, with personalization directed on the letterhead within a #10 envelope, and only the STR

address is listed in the inquiry. Once the STR operator engages in a dialogue with the agency disputing the letter, then that is the point where supporting evidence can be cited. All can be found readily available on the web portal.

The phone outreach can coincide with the letters or can be in sequence with a delay between round #1 and round #2 of 30 days to allow citizens to become compliant, and for Community staff to complete their paperwork. Avenu/Customer will be responsible for mailouts and STR operator outreach regarding unregistered STRs.

The STR operator will likely respond in the following manner:

In all these situations, our trained outreach staff will have the Avenu's proposed Avenu STR reports with all supporting evidence at their fingertips.

1. Skepticism that our company truly represents the Community and not to disclose any information
2. They are only renting out long term either listed 31+ minimum nights in the ad, or denial saying they have a long-term tenant or relative occupying the property
3. Denial of operating an STR or alternatively "I am just the cleaning lady, I'm not the boss"
4. Having personal guests over or personal use of the property that didn't pay to stay at the STR
5. Was not aware they were doing anything wrong

Some examples of the evidence that can be leveraged for compliance include:

- ▶ In situations (1 and 5) it is very easy to refer to existing Community ordinances and laws related to STRs.
- ▶ In situation (2), the columns "Shortest Stay Duration" and "Shortest Stay Dates" can be presented to the STR operator as possible proof of a stay that is below the exemption threshold of 31 nights. For example, Shortest Stay Duration=2 and Dates 2018-12-14 to 2018-12-16 (Friday to Sunday) may indicate that the STR operator rented the unit for a weekend
- ▶ In situation (3), the name was obtained from reliable sources mentioned earlier through data triangulation between public record, the STR listing itself, and social media.
- ▶ In situation (4), the indication of reviews left by different travelers (of different countries and ethnicities) will prove that the guests are not friends or family but in fact stayed and paid for it through the STR platform.

Below presents an auto-generated mail merged letter, and activities questionnaire with pre-populated listing ID #s to assist with addressing the compliance gap. Listings with Identification status "Owner/Address Match" will go to owner/operators, and Identification status "Operator/Address Match" will go to property management agencies and the language of the letter can be adjusted for each.

City Assistance for STR Administration

CITY OF VENTURA
SHORT-TERM RENTAL ADMINISTRATION

July 8, 2019

Santa Barbara, CA 93105-3715

RE: Short Term Rental listing at 1575 Spinaker Dr

Dear Property Owner,

We are happy to learn you are conducting business within the City of Ventura. We are reaching out to get you set up in Ventura's Short Term Vacation Rental (STVR) program, which is required for property rental of under 30 days.

A recent review of information available to the City indicates you may be providing a rental as a Ventura location. We do not see proper registration for a City STVR Permit or the collection of City Transient Occupancy Tax (TOT). Under City of Ventura code, anyone who rents out their property to provide short-term lodging is responsible for collecting and remitting taxes on those occupancy services. This includes lodging arranged through online sources.

Because some homeowners may not be aware of their tax obligations regarding these services, the City is offering an opportunity to comply with past-due occupancy tax obligations without incurring penalties. To take advantage of this opportunity, complete the enclosed application packet and getting it to our office within 30 days of the date of this letter. You may also find it online at: cityofventura.ca.gov/STVR

Please contact the Business Tax Office directly in person, by email or by phone as soon as possible and begin contact with us. We would like to help you avoid any penalties and make this a quick process. We are happy to help you understand and answer any questions you have while filling out the forms.

Failure to respond to this request may result in additional enforcement actions, including Administrative Citations by Code Enforcement.

Thank you for your prompt attention to this matter.

Sincerely,
Business Tax Office

3014-A Street, Room 517 • Ventura, California 93142
(805) 676-4715 • Fax (805) 676-4714
www.cityofventura.ca.gov/STVR
Bt@cityofventura.ca.gov

CITY OF VENTURA
Activities Questionnaire

Name: _____ Case ID: a_13331555

1. Are you currently registered to remit Short Term Vacation Rental Occupancy Taxes?

☐ Yes - Provide Account Number: _____
☐ No - Continue with questionnaire

2. If you currently have an agreement with Online Home Sharing Broker(s), please indicate the name(s) of the broker(s) in the space below:

3. Address of property/properties used to provide Short Term Vacation Rental occupancy services in Ventura

Website	Listing #	Address	City	Zip

4. Please complete the number of days each property listed above was used to provide Short Term Vacation Rental occupancy services each year:

2016	2017	2018	2019

5. Income received from Short Term Vacation Rental occupancy services each year:

2016	2017	2018	2019

(If additional space is needed please attach additional sheets)

6. Will the property/properties continue to be used for providing hotel occupancy services in the future?

☐ Yes
☐ No

Signature: _____ Date: _____ Telephone: _____

3014-A Street, Room 517 • Ventura, California 93142
(805) 676-4715 • Fax (805) 676-4714
www.cityofventura.ca.gov/STVR
Bt@cityofventura.ca.gov

Figure 18 – Auto Generated Mail Merge

Avenu's proposed Avenu STR solution will accept monthly uploads of STR operators that are filing Lodging Tax and/or permit and/or business license data, to measure which STR operators are now in compliance and who has not.

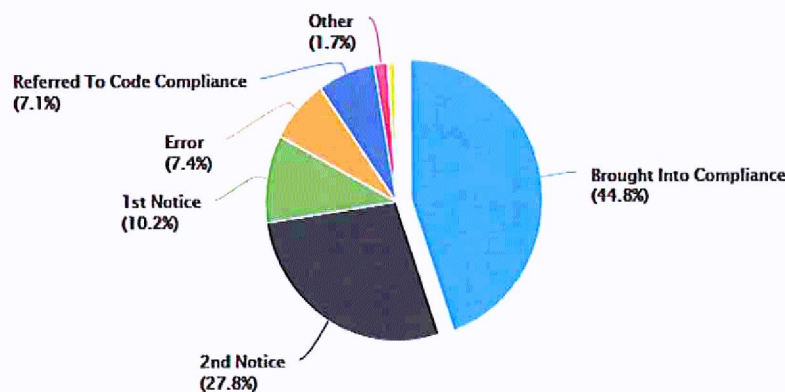


Figure 19 – Sample results for phone and letter-based outreach

The figure above presents example results for outreach and the positive outcomes obtained by bringing new and unregistered STR operators into compliance. As mentioned above, Avenu's proposed solution provides the capacity to make the initial contact to educate the STR operator of their obligations and proceeds to actively working to collect. We will **support both English and Spanish** to simplify the phone outreach process.

Avenu's proposed solution is backed by 30 compliance analysts on staff who have experience with the above workflow, with educating customers, and gaining compliance numbers as shown above. Avenu will assist the Community with various tasks, including:

- ▶ Lookups on STR ads on specific addresses that don't show up in our reports
- ▶ Investigate disputes to obtain the supporting evidence required by the Community
- ▶ Attend a weekly Webinar meeting to provide Council an overview of the project
- ▶ Update case history records when STR operators provide completed forms and licenses to the Community to avoid future letters
- ▶ Correct returned mail that Community staff receives, in the rare occasion of an error

Once the STR operator is in the STR system, automated reminders are sent out each month encouraging a timely remittance of lodging tax. Furthermore, customer service phone numbers are provided for STR operators to first contact Avenu before contacting the Community for support, which **saves you dozens of hours of time on the phone assisting citizens**. Reminder emails are also sent regarding renewal of their permits.

Avenu's STR web portal also has add-on offerings to enhance the compliance effort.

- ▶ Calendar booking analytics which track when bookings are made on the STR operator's booking calendar. Example in Figure 5 shows statistics on average stay frequency and stay duration. Beside the Revenues module of each Case History, a user can pick a specific Calendar Download Date to download a CSV file containing discrete check-in, and check-out dates that were **not available** to a guest at the time the calendar was checked. **Note:** calendar blocked dates do not guarantee a revenue-generating stay occurred.
- ▶ Timestamp PDFs which are web-browser rendered (WYSIWIG) format snapshots of what the STR listings looked like. This is very useful for fly-by-night listings that only pop up for short periods of time, accept a booking and then shut down.
- ▶ Track Changes records, which enumerates how all information changes, when it changes (date/time, field, old value, new value). This is useful for code compliance cases when the number of rooms listed exceeds the maximum.
- ▶ Quickly and easily add compliance notes for people who call in and agree, dispute, or have questions on the letters they receive. Notes entered keep us updated on your activities to suppress those leads for next month, so that you don't get the same leads every month. This maximizes the efficiency of going through the data.

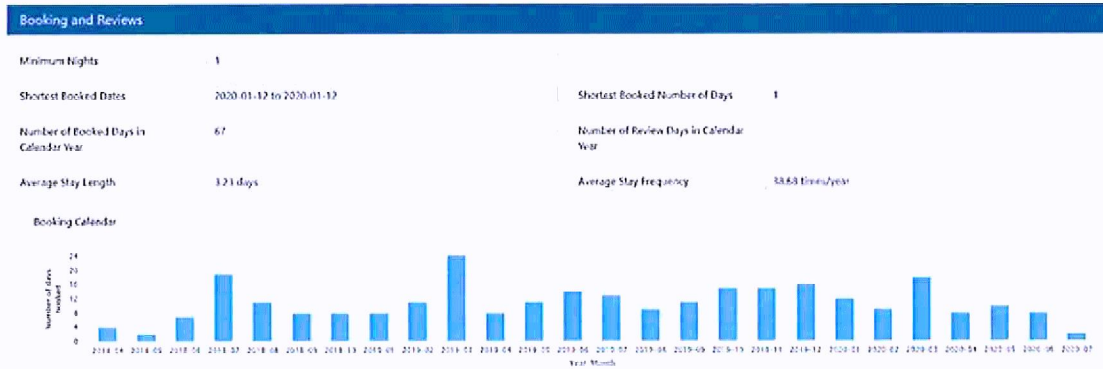


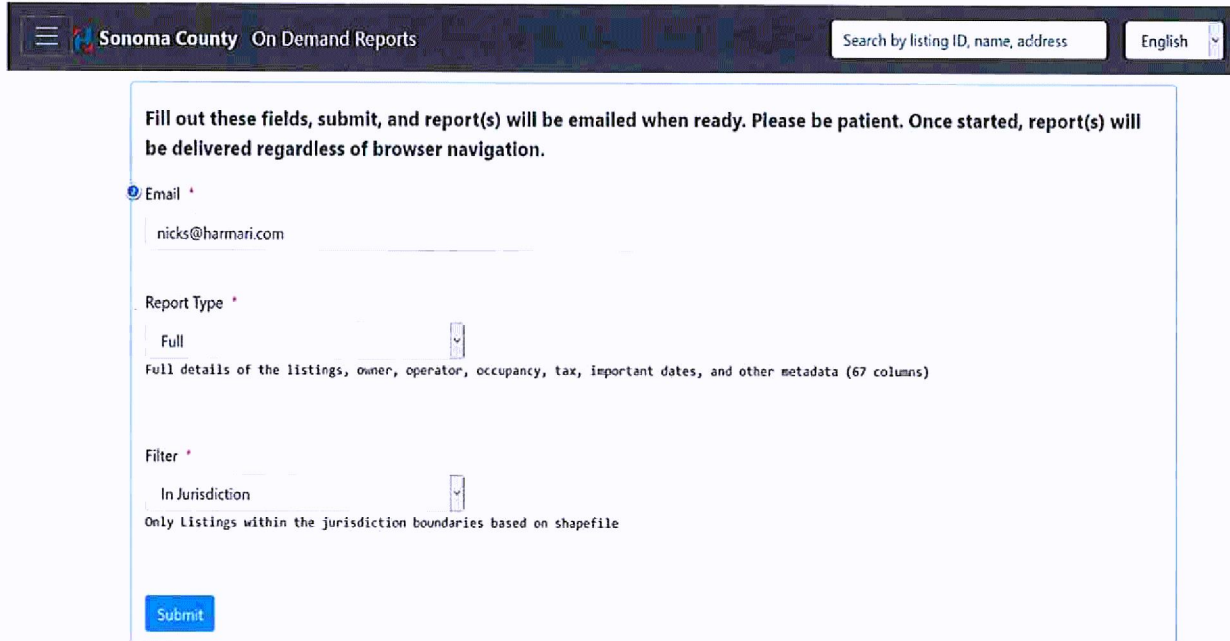
Figure 20 – Booking and Reviews Data Including Average Stay Length and Stay Frequency



Compliance Activity											+ Add new
id	User/Officer	Case ID	Time	Activity/Status	Details	Resolution	Name	Phone	Email	Address	Internal
3137	Valeria	a_19429398	2018-11-26 11:19:41	OTHER	Could be Natalie King (Hollinger) at 760 Northwood Cir						
3131	Valeria	v_7020487ha	2018-08-28 16:16:28	INBOUND - DISPUTE	Signed opt-out form saying they don't rent for less than 30 nights.	VRBO ad says 30 nights min				52435 AVENIDA RUBIO	Received email from Tania on Aug 27
3125	Valeria	f_6768635	2018-08-28 12:48:27	INBOUND - IGNORE	Has signed opt-out form	Ad is now down.				78365 TERRA COTTA CT	Received email from Tania on Aug 27. Signed form on July 20
3124	Valeria	a_5404500	2018-08-28 12:46:44	INBOUND - IGNORE	Has also signed opt-out form	Ad still down				52975 AVENIDA RUBIO	Received email from Tania on Aug 27. Signed form on

On-Demand Export Reports

Rather than requesting a monthly report, Avenu's proposed Avenu STR solution has made the process of getting a report as easy as 1-2-3. You can request any of our 7 different reports with 6 different filters. With a few clicks you have direct access to exactly what you need. We can even schedule weekly or monthly emails with progress reports attached.



On-Demand Export Report templates include:

- ▶ Full Report with 87 columns of data
- ▶ Master Report of 16 columns for the public / Council meetings
- ▶ Mailout Report of 26 columns for sending letters
- ▶ Violations Report as mentioned below
- ▶ GIS export compatible format shown in Figure 6.

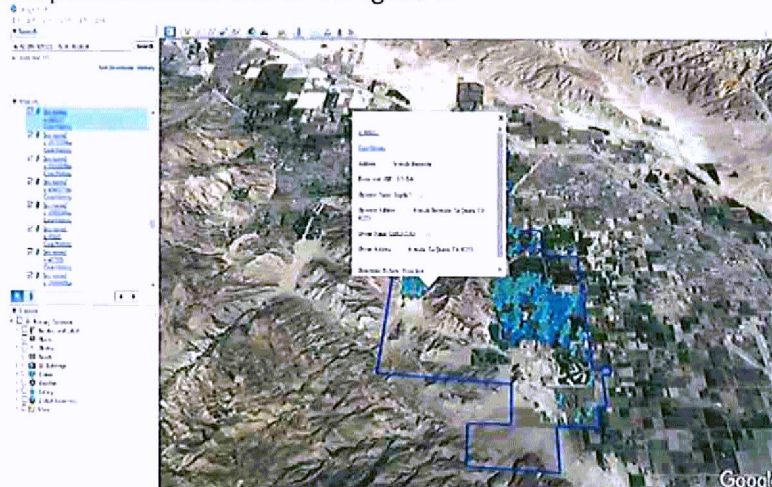
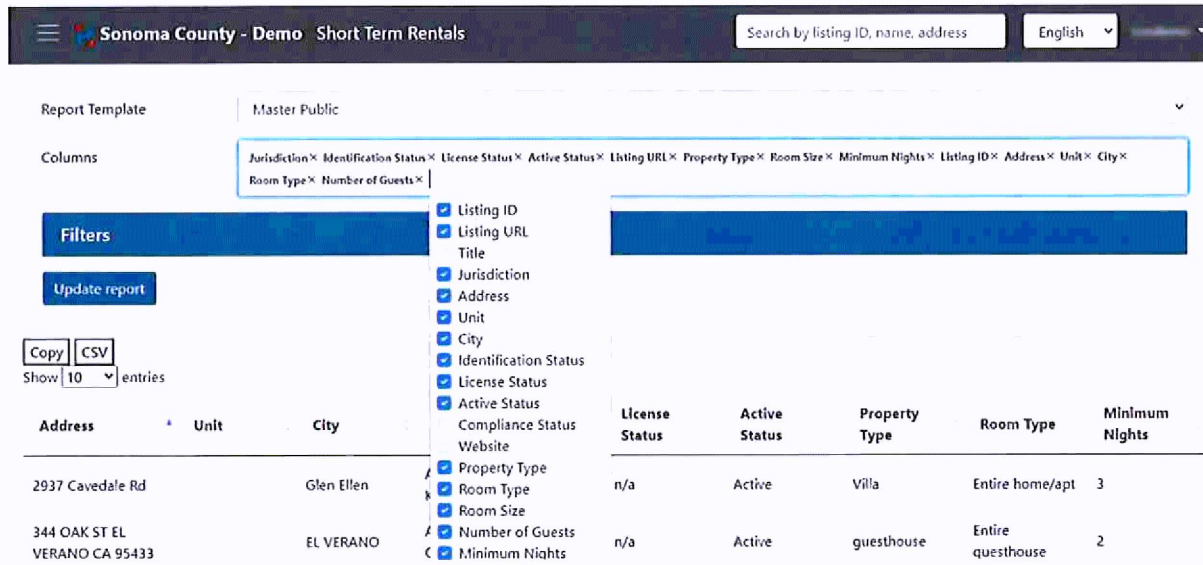


Figure 21 – GIS Export-Compatible Format

On-Demand View Reports

Community staff may generate their own ad-hoc reports with 25+ columns available, using 15+ different filters.



Sonoma County - Demo Short Term Rentals

Search by listing ID, name, address English

Report Template: Master Public

Columns: Jurisdiction, Identification Status, License Status, Active Status, Listing URL, Property Type, Room Size, Minimum Nights, Listing ID, Address, Unit, City, Room Type, Number of Guests

Filters: Listing ID, Listing URL, Title, Jurisdiction, Address, Unit, City, Identification Status, License Status, Active Status, Compliance Status, Website, Property Type, Room Type, Room Size, Number of Guests, Minimum Nights

Update report

Copy CSV Show 10 entries

Address	Unit	City	License Status	Active Status	Property Type	Room Type	Minimum Nights
2937 Cavedale Rd		Glen Ellen	n/a	Active	Villa	Entire home/apt	3
344 OAK ST EL VERANO CA 95433		EL VERANO	n/a	Active	guesthouse	Entire questhouse	2

Figure 22 – On-Demand Reports Dashboard

Violations Report

Avenu's proposed solution can generate a **Violations Report** which contains any STRs that have the following:

- ▶ Advertised a maximum guest occupancy that exceeds the number allowed based on permit
- ▶ Any upcoming or past stays on the rental's calendar that are fewer than the minimum nights required to be exempt from STR registration (e.g. a less than 30-night stay)
- ▶ Any hotline complaints that resulted in an escalation to Code or Police
- ▶ Any escalated complaints from outreach that have been exhausted by the vendor (e.g. hanging up on call, 2 letters / 2 mailouts without response, disputed evidence)
- ▶ Other data (customizable to your needs)

A screenshot is provided in the figure below. The report is currently sorted by the greatest number of violations descending, but can be customized based on violation type, severity, and frequency. Should the Community require additional violations to be detected, columns can simply be appended to the right of this report.

Vacation Rentals Violations Report

Harmari Report © 2018 LTAS Technologies Inc. All Rights Reserved

Property ID	Property Name	Approximate Property Address	Signatory Name (s)	Identification	Licensing	Matched Rental Property License	Matched Rental Operator License	Violations	Number of Guests	Shortest Booked Period	Latest Compliance Activity	Latest Compliance Activity Date	Hotline Complaint
f_5351	Exquisite Moroccan-Inspired Home with Magnificent	CALLE TECATE	Edwin B.	Owner/Address Match	INACTIVE	***LIC-763952	***LIC-762788	3	8 (5 allowed)	5 (2019-01-22 to 2019-01-26)	IGNORE - LICENSED	2018-07-20 15:43:19.0	72813383 (Excessive Noise)
a_156	FREE HEATED POOL & JACUZZI Party, Hike & Chill	Avenida Madero	Andy	Owner/Address Match	UNLICENSED	***LIC-0111787	*** (licensee is LIC-0111786)	3	8 (5 allowed)	5 (2017-10-05 to 2017-10-09)	BOUND - AGREE	2018-08-08 14:16:44.0	71366743 (Excessive Noise) 72757308
f_2341	Casita Anjali	Avenida	Jason G.	Unverified		***LIC-763544	***	3	6 (4 allowed)	1 (2017-05-28 to 2017-05-28)	IGNORE - LICENSED	2018-04-09 00:00:00.0	10003 (Trespassing)
v_633	Extend Your weekend - Summer Promo - 4th ni... - VRBO	Turnberry Way	Karen	Owner/Address Match	UNLICENSED	***LIC-0103186	*** (licensee is LIC-0102870)	3	10 (8 allowed)	2 (2018-09-08 to 2018-09-09)	ESCALATED	2018-07-20 09:11:13.0	
v_168	8th tee Stadium Course, private spa, A/C, c... - VRBO	Southern Hills	Sarah	Owner/Address Match	UNLICENSED	***LIC-0110775	***LIC-0104211	3	7 (5 allowed)	3 (2018-08-01 to 2018-08-03)	ESCALATED	2018-07-20 09:10:28.0	
v_442	POSTCARD views and extraordinary Luxury Hom... - VRBO	Aracena	Mike and Celeste	Owner/Address Match	UNLICENSED	***	***	3	10 (8 allowed)	26 (2018-06-01 to 2018-06-26)	ESCALATED	2018-07-20 09:11:51.0	
v_434	Gorgeous 3 Br/3 Ba Townhome-4 SEAT GOLF CAR... - VRBO	LEGACY DR	Property Manager/Owner	Owner/Address Match	UNLICENSED	***	***	3	8 (5 allowed)	2 (2018-08-03 to 2018-08-04)	ESCALATED	2018-07-20 09:12:27.0	
a_108	Private Cozy Cottage	Avenida Navarro	Marilynn	Owner/Address Match	ACTIVE	***LIC-763737	***LIC-763736	3	3	1 (2018-08-10 to 2018-08-10)	IGNORE - LICENSED	2018-07-23 16:25:28.0	
v_377	LOCA WEST 3 bedroom with	ON VIMPIA FIDS	Christina	Owner/Address Match	ACTIVE	***LIC-765026	***LIC-	3	8 (5 allowed)	17 (2018-01-15 to 2018-01-15)	ESCALATED	2018-05-20	

Figure 23 – Violations Report blending compliance and nuisance complaints

Insights Report

Our Insights module helps find keywords around themes to assist with compliance. We have grouped those themes below:

- ▶ **COVID-19** – reviews that show vacations cut short due to the restrictions, or listings that now advertise they are “sanitized,” or offer “self-isolation.”
- ▶ **Events** – reviews mentioning they held an event, wedding, or a party at the rental, so Cities know that they require a permit, or enforce quiet hours at night, etc.
- ▶ **Fees/Taxes** – any mention of paying extra charges, or cash that are part of the taxes to be reported can be tracked by tax collectors
- ▶ **Overcrowding** – mention of too many people in a rental, or bunkbeds or rooming house causing safety issues for the neighbourhood
- ▶ **Unclean, Mold, Pests** – health issue for rentals that are run-down and not maintained
- ▶ **Safety** – safety related issues, secondary units (basement units, carriage houses, etc)
- ▶ **Unhosted Rental** – keywords or phrases that help find violations of primary residency. Community staff can enter their own custom keywords to gain local specific insights.



Figure 24 – Insights Module Dashboard

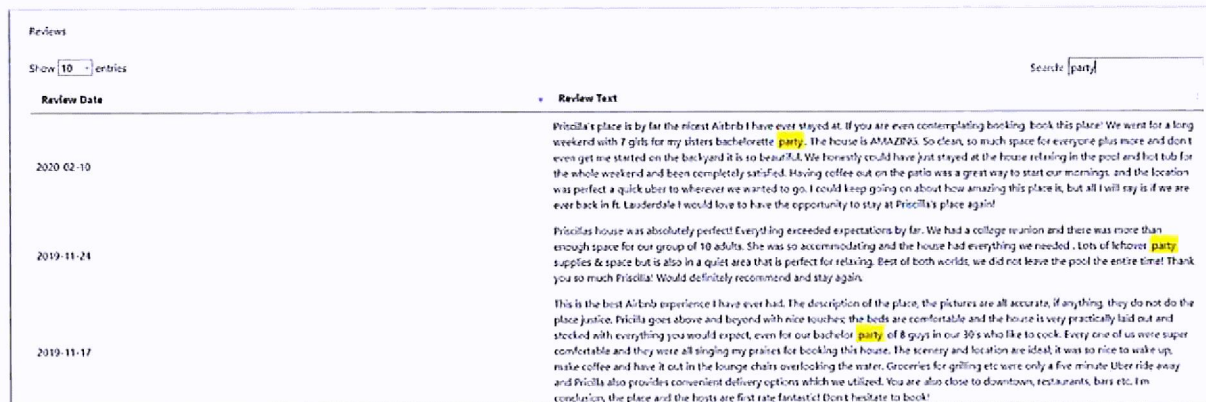


Figure 25 – Reviews

Top Hosts / Suspect Hosts

For customers with large-short term rental inventory, it makes sense to approach hosts with large multi-listing inventories to make great gains in compliance with reaching a few hosts. Simple steps get to results as in the figure below:

1. Click the user ID of the host in each platform
2. The Host contact information, web links, mailing address appear in the top right, while the associated listings show up in the lower right panel

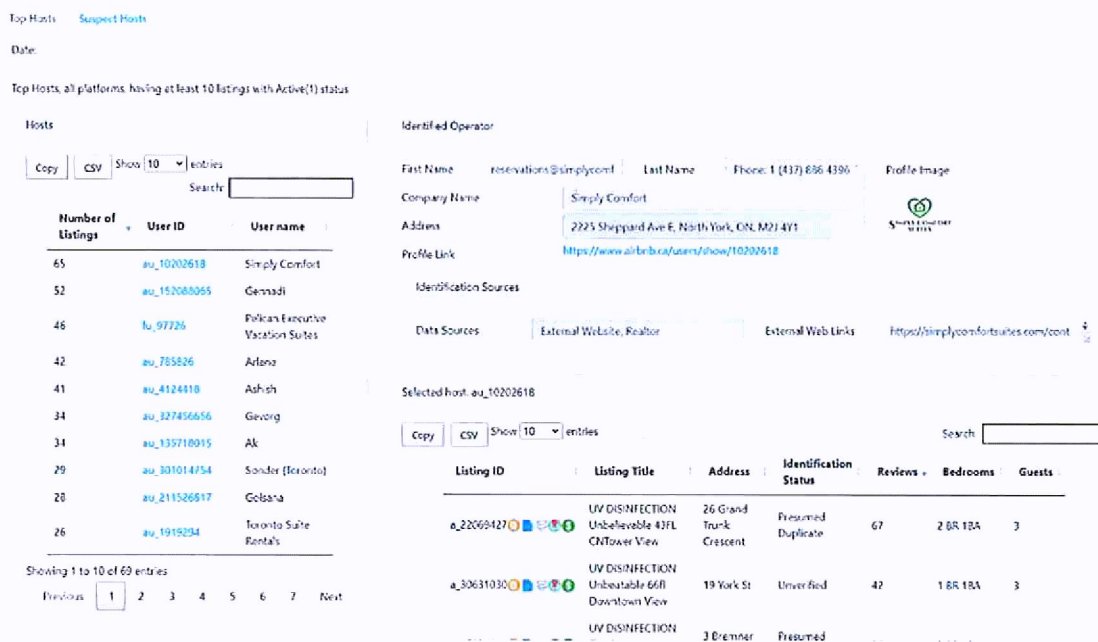


Figure 26 – Top Hosts Review

Suspect Hosts

In the constant cat-and-mouse game between non-compliant hosts and enforcement, it's important to have suspect data scored for risk. Based on years of experience, we have engineered a leading-edge algorithm that combines a few factors to assess risk of fraud:

1. Client profile photo contains a face or not
2. Variance between profile name(s) and other names detected in listing
3. Displayed license number does not conform to City format and/or invalid or inconsistent with registry
4. Client verification on-platform

The results are shown in the figure below:

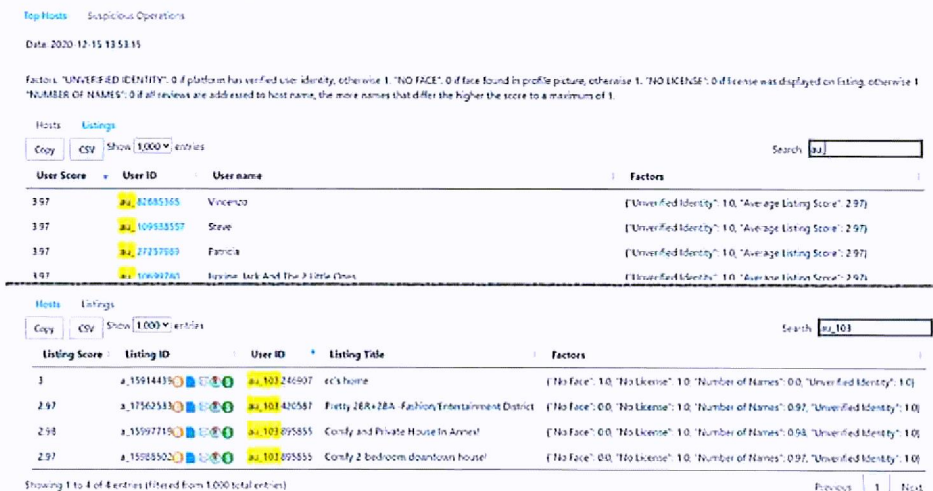
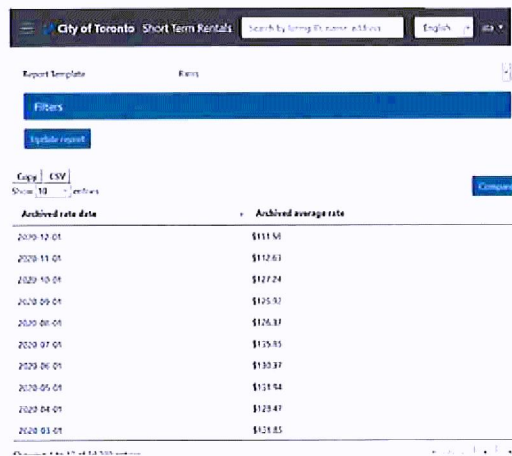


Figure 27 – Suspect Hosts Review

Time Series Data Analysis

Below please find an example Time Series data query for Average Nightly Rate over a 3-year period, which can be filtered by Property Type, Room Type, etc.



City of Toronto Short Term Rentals Search by listing ID, name, address English

Report Template: None

Filters

Update report

Copy CSV Show 10 entries Compare

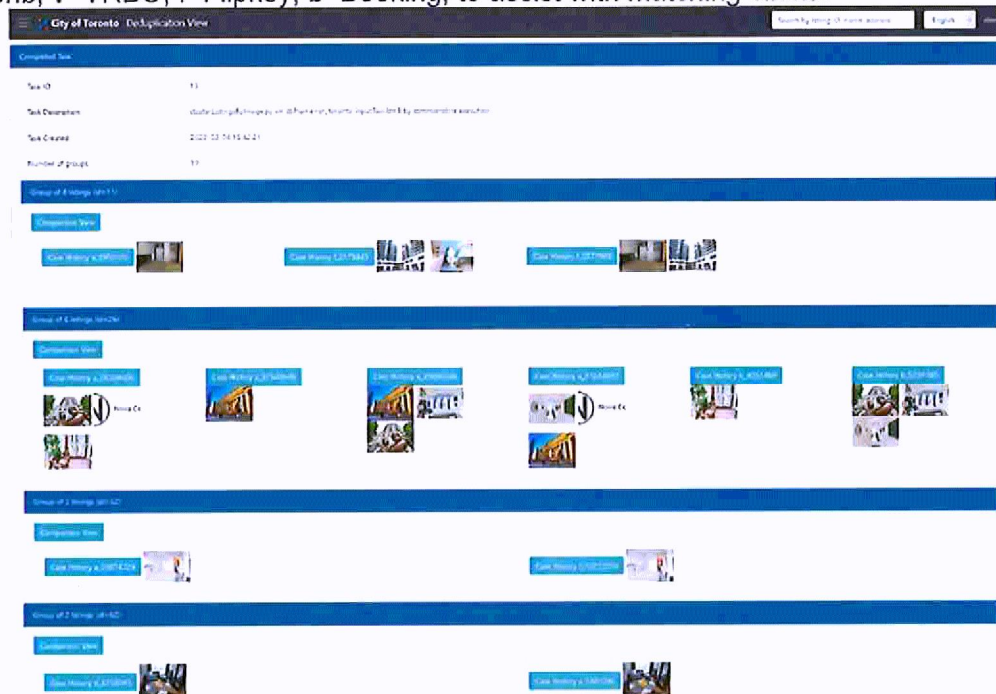
Archived rate date	Archived average rate
2020-12-01	\$111.54
2020-11-01	\$112.61
2020-10-01	\$127.24
2020-09-01	\$125.31
2020-08-01	\$126.31
2020-07-01	\$125.35
2020-06-01	\$130.37
2020-05-01	\$131.94
2020-04-01	\$129.47
2020-03-01	\$121.85

Showing 10 of 18,555 entries

Figure 28 – Time Series Data Query

Clustering View

Please find below a sample of our Clustering Task view interface, with listings from different websites with prefixes a=Airbnb, v=VRBO, f=Flipkey, b=Booking, to assist with matching clients



City of Toronto Deduplication View Search by listing ID, name, address English

Completed task

Task ID: 13

Task Description: deduplicating listings on all platforms, Airbnb, Flipkey, VRBO, Booking.com

Task Created: 2022-11-15 14:21

Number of groups: 37

Group of 3 listings: 101111

Group of 3 listings: 101224

Group of 3 listings: 101122

Group of 2 listings: 101122

Group of 2 listings: 101122

Figure 29 – Clustering Task View Interface

HOTEL OCCUPANCY TAX

Compliance with Scope of Work for Hotel Occupancy Tax Ordinance, Collections, and Compliance ^[RFP 2.4]

#	Requirement	Comply?	
2.4.i	Provide detailed lists to the City of these accounts, to include identifying and owner contact data. The information requested includes but is not limited to: • Owner name and contact information (i.e. mailing address, telephone number, email address). • Property management company name and contact information (i.e. mailing address, telephone number, email address). • Address of property. • Booking frequency. • Average daily rate. • Listing Platform and ID (i.e., AirBnB, VRBO, Homeway).	✓Yes	Avenu's experts have decades of experience providing detailed reports and lists to our City clients that identify owner contact data, which includes (but is not limited to) the list included in section 2.4.i.
2.4.j	Work with City staff in contacting and communicating (via letters, emails, phone calls) to overnight rental property owners regarding various subjects to include: • Potential tax violations of tax remittance compliance • Notice of selection for audit review	✓Yes	Avenu has an expansive team of Hotel Occupancy Tax experts with will work with the City staff in contacting (via letters, emails, and phone calls) overnight property rental owners. Avenu embraces an education approach and has decades of experience explaining potential tax violations and notice of selection for audit reviews.
2.4.k	Supply lists of overnight rental properties that may be in violation of tax remittance obligations at a mutually agreed upon frequency.	✓Yes	Avenu has extensive experience compiling lists of overnight rental properties that may be in violation of tax remittance obligations and will provide this to the City of Wimberley at a mutually agreed upon frequency.
2.4.l	At the request of City staff, determine estimated revenues for overnight rental properties.	✓Yes	Avenu's team of experts will, at the request of the City, determine estimated revenue for overnight rental properties.
2.4.m	Provide reports and analysis to the City to support potential audits and other enforcement inquiries at a mutually agreed upon frequency.	✓Yes	Avenu has over 30 years providing reports in support of potential audits. Avenu will provide these reports to the City at a mutually agreed upon frequency.
2.4.n	Provide City Staff the ability to run basic reports such as: • Revenue received during a specific period • Revenue received by STR's vs. Hotels/Motels • Revenue received by STR's in the ETJ for the City of Wimberley • Percentage of HOT revenue generated by STR's vs. Hotels/Motels • Number of Hotels/Motels, and STR's in the City Limits and ETJ	✓Yes	Avenu will provide the City with the ability to run the requested basic reports.

2.4.o	Audit overnight rental properties to ensure compliance with Hotel Occupancy Tax obligations	✓Yes	Avenu has decades of experience auditing overnight rental properties to ensure compliance with Hotel Occupancy Tax obligations.
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Avenu's Hotel Occupancy Tax (HOT) Audit and Compliance Program is designed to assist the City in realizing the HOT revenue to which it is entitled, and to educate third party collectors and remitters of HOT to ensure maximum future compliance with the City's related codes and ordinances. Our HOT findings and recommendations have been validated and accepted by third parties, including the federal and state courts, state revenue agencies, city assessors, and hotel/motel associations.

As authorized by the City, Avenu will conduct an on-site examination of the records of the lodging properties. In the course of the audit, we will verify accuracy of filed lodging tax returns with daily and monthly activity summaries, review a random sample of the daily and monthly summaries to determine if the daily summaries reconcile to the monthly summaries, review bank statements to verify that deposits reconcile with the reported revenue on the lodging tax returns, review exempted revenue for proper qualifying documentation, review a random sample of exempted guest revenue and trace registration and/or other source documents to verify compliance with the City ordinance, and submit substantiating documentation to the City in order to facilitate collection of revenue due from lodging providers for each identified and confirmed error/omission.

Where possible, we will compare the State and federal tax filings with the lodging tax returns. We will also meet with the City, as necessary, to review findings and recommendations, aid in reviewing any matters submitted in extenuation and mitigation by lodging providers in contesting a deficiency determination; and prepare and document any changes to the review findings and provide revised tax, interest or penalty amounts due the City. Listed below are the descriptions of what each phase is comprised of.

We have three primary objectives: (1) ensure compliance in the most cost-effective way, (2) the audit must not only recover tax revenue, but also must improve the relationships between the City and the hotels, and (3) the audit must not unduly burden the fully compliant lodging properties.

We commit to not only providing the audit services as indicated below as expeditiously as possible, but also commit to helping the City strengthen those professional relationships and future compliance simultaneously.

Avenu's approach to HOT Analysis and Audit Compliance has proven to be effective in successfully completing lodging tax audits on behalf of our other municipal clients.

Pre-Audit Activity

Pre-audit activity is designed to build a strong foundation for development of a customized compliance program tailored to your local tax. In this stage, Avenu will:

- Schedule Kick-off meeting with the City within 30 days of contract execution meeting with the City to discuss the project, meet City contacts and review the timeline, data required, etc. We begin with a kick-off-meeting to be scheduled at the City's convenience, typically within a week of receiving a fully executed contract. This meeting usually lasts about an hour and allows the lead auditor to discuss the project in more detail with the City representative(s) to clarify the process and the documentation necessary to begin. Most programs can be completed and submitted to the City within three (3) months from receipt of the requested data. At this meeting, we will review with the City the documents we need (typically 36-48 months of taxpayer remittance history for each assigned audit, or for all licensed lodgers if the optional analysis is selected, and a copy of the current local ordinance). We also ask that the City inform us of any circumstances concerning properties chosen by the City for audit.

- ▶ Establish a comprehensive inventory of all lodging properties subject to taxation by the City and the database elements (public and private databases) needed to facilitate further analysis. Upon receipt of audit list, we provide the City an Announcement Letter for each property. This letter will need to be printed on City letterhead, signed, and mailed (from a City official). Alternatively, the City may provide Avenu with a blanket authorization form to be sent with our scheduling letter. This announces to the property owner that the City has engaged our services to review their financial records pertaining to the lodging tax.
- ▶ Review the City's Hotel Occupancy Tax (HOT) Ordinance with the objective to improve revenue generation and administration by the City. We will review the City's lodging tax ordinance, return form and administrative procedures, and then recommend potential enhancements to better acquaint the lodging providers of their responsibilities in collecting and paying the tax. We will then provide the City with a report which may include suggestions for new ordinance language, form design and process development, and then meet with the City to discuss our findings and identify recommendations for further review.
- ▶ As authorized by the City, Avenu will send scheduling letters to approved properties to audit and provide a list of required documentation as well as any other necessary notifications as requested by the City. This typically takes place within 7-14 business days after the Announcement Letter is mailed.
- ▶ Our auditors will follow up via phone and conduct an initial entrance interview to ascertain certain facts about the business as well as answer any questions the business may have and schedule an agreed upon time to complete the audit.
- ▶ Request lodging provider return information from the most recent 48 months (or less, if the City so desires), to identify unusual or suspicious reporting and/or activities that warrant further review; Upon receipt of the returns from the City, we begin the review of the data provided (typically 1-2 weeks to complete review).
- ▶ Fieldwork occurs on-site, unless otherwise approved by City. During the audit, we conduct unobtrusive collection of information on each property, including number of rooms, occupancy rate, property's condition, and business dynamics. We will verify accuracy of filed lodging tax returns with daily and monthly activity summaries, review the daily and monthly summaries to determine if the daily summaries reconcile to the monthly summaries, review bank statements to verify that deposits reconcile with the reported revenue on the lodging tax returns', review exempted revenue for proper qualifying documentation, review exempted guest revenue and trace registration and/or other source documents to verify compliance with the City ordinance, and for each error/omission identified and confirmed, submit substantiating documentation to the City in order to facilitate collection of revenue due from lodging providers. Where possible, we will compare the State and federal tax filings with the lodging tax returns.
- ▶ We review all additional documentation and finalize the audits with either an assessment or commendation and ask the property owner to sign-off on our findings. We pride ourselves in being as unobtrusive as possible in scheduling and conducting the reviews at the property locations of those providers identified and authorized for examination.
- ▶ Final Audit Report provided to the City. We will also meet with the City, as necessary, to review findings and recommendations, aid in reviewing any matters submitted in extenuation and mitigation by lodging providers in contesting a deficiency determination, prepare and document any changes to the review findings and provide revised tax, interest or penalty amounts due the City. Hoteliers are often allowed the right to appeal their audit and we like the City to know that we will make ourselves available to support our audit findings, should this ever be needed. However, this rarely happens, since we provide copies of all back-up documentation supporting our findings as part of our Final Audit Report.

Objectives and Expectations

- I. **Identification Phase (Analysis):** In this stage of the review, Avenu gathers all the necessary data to carefully assess every lodging provider within the City. Typically, the Identification Phase consists of the following:
 - a. Identify data sources: We use several for-fee and public-domain data sources to establish the true geographical area of the City, identify the business community participants and to gather important demographic information for those participants. Over the last 30 years we have isolated the most reliable, accurate and useful datasets to improve the accuracy of our lists and to reduce the costs of projects. We can pass those cost savings on to our clients.
 - b. Identify with City which hotels to audit for the initial audit round.
 - c. Conduct unobtrusive collection of information on each property, including number of rooms, occupancy rate, property's condition, and business dynamics.
- II. **Audit and Compliance Review:** Based on the results of the Identification Phase, Avenu may recommend certain lodging properties (hotels and motels) progress to a Comprehensive Review that consists of the following:
 - a. Verify accuracy of filed HOT returns with daily and monthly activity summaries.
 - b. Review the daily and monthly summaries to determine if the daily summaries reconcile to the monthly summaries.
 - c. Review secondary and tertiary documentation such as bank statements to verify that deposits reconcile with the reported revenue on the HOT returns or other tax filings.
 - d. Review exempted revenue for proper supporting documentation.
 - e. The completion of the audit is dependent upon lodging providers' cooperation and full disclosure of requested information. Avenu will be able to complete the audits in the required timeline with the coordinated effort of the City and Avenu and the cooperation of the hoteliers.
 - f. Assist the City in reviewing any matters submitted by lodging providers contesting a deficiency determination.
 - g. Prepare and document any changes to the compliance review findings.

City Assistance for the Audit Phase

The City will need to provide copies of returns submitted by all domiciled lodging providers for the most recent forty-eight (48) months to Avenu prior to the start of Phase I. If the City has the full return data digitized, submitting such in electronic format would be preferable.

For Avenu to conduct the Audit services, the City will need to work with us as follows:

- ▶ Send Audit Announcement Letter to each lodging provider to be examined with a copy to Avenu. Avenu will prepare these letters for the City.
- ▶ Inform Avenu of any circumstances concerning existing payees chosen for audit.

Reports to the City

At the conclusion of the Identification Phase and Audit Compliance, the City can expect Avenu to:

- ▶ After conducting all the phases Avenu will submit a written compliance review report, Final Audit Report to the designated City staff member(s) that include our findings; the documentation we believe necessary to facilitate recovery of revenue due from lodging providers for prior periods for each error/omission identified and confirmed; and draft notices of deficiency determination, commendation, and warning letters as applicable, and recommendations. A report will be provided for each lodging provider reviewed.

- ▶ Coordinate with designated City official(s) to review the compliance report;
- ▶ Aid the City in reviewing any matters submitted in extenuation and mitigation by lodging providers in contesting a deficiency determination; and

Prepare and document any changes to the compliance review findings and provide revised tax, interest or penalty amounts due the City.

RESPONSES TO QUESTIONS

Avenu is pleased to provide the below responses to questions located in section 4.5. For ease of review, Avenu has included the City's questions in **blue** text.

4.5.1.2 Describe the specific format in which the discovery and compliance data will be provided to the City

Avenu's proposed solution provides a variety of tools for the City to access our data, this includes On Demand Reports View and Export, Case History, and a GIS compatible Map.

On Demand Reports View allows users to generate their own ad-hoc reports with over 25 columns and 15 different filters to select from. On Demand Reports Export allows users to request any of our 7 different reports which can contain over 80 columns of data. Both of these features provide the data in CSV format.

The Case History tool allows City staff to view in-depth information regarding a specific property, containing 17 unique sections and 67 unique data points. The Case History also includes the evidence that Avenu analysts used to determine the location and owner of a property. Each Case History can be viewed on the web, or downloaded as a PDF.

The GIS compatible Map allows City staff to view identified properties and apply up to 6 filters. The map is viewable on our portal or can be downloaded,

4.5.1.3 Provide detailed information regarding your method for accepting occupancy taxes and reporting information.

Please see our Hotel Occupancy Tax section in Tab 6.

4.5.1.4 Provide description of any additional services that have not directly been requested.

Avenu has deep expertise in tax compliance and recovering revenue to which our clients are entitled. We also provide Sales and Use Tax, Franchise Fee/Utility Tax services. Additionally, regarding complaints. A live human operator can take down the type of complaint (noise, garbage, parked vehicles, violence, drugs), the address of the incident. Then the 24-hour property manager for the STR will be called back by a live human regarding this incident and to immediately resolve the issue. If that incident is not resolved within 45 minutes, then the dispatcher escalates the call to code enforcement, or to police after hours.

4.5.1.5 Provide a description of resources available to identify potential tax and/or permitting violations.

Regarding software resources, Avenu has standard Compliance Activity tracking and reporting which allows customers to flag many kinds of violations

- ▶ Unlicensed STR (operating without a permit)
- ▶ Non-filer of HOT, Under-Reporting of HOT
- ▶ Advertising more than the maximum allowable guests
- ▶ Use of Non-Primary Residence as an STR
- ▶ Import from 311 or City Complaint Line

Regarding human resources, Avenu's proposed solution includes over 30 non-crowdsourced analysts that have been trained in-house by our CEO and senior analyst team who have over 14 years of combined identification experience. In the case that our junior analysts cannot identify the property, it is escalated to our senior analysts who can complete the identification based on their expertise.

Avenu can also provide estimates on the HOT tax that needs to be collected based on the calendar data, review data, and nightly rate information that we collect.

4.5.1.6 Describe technical support services available

Our company is customer support focused. We believe in assigning a dedicated customer support employee to your account rather than a group of random individuals that are not familiar with your account and staff. We offer customer support via phone, email, and web form. Core customer support hours are 9AM-5PM Pacific time Monday through Friday. After-hours emergency service and support are available for City staff for critical system outages. There is also a detailed help guide inside the web portal. The main question and support inquiries we receive are related to STR identifications.

The City of Wimberley would be assigned a dedicated account manager/customer support representative that will be familiar with your account. Our web portal also has a support page where users can submit questions. We do our best to respond to support requests within 1 business day. Users will have access to the Portal at least 99.9% of the time in any given calendar month. If the Licensor exceeds 0.1% of downtime in any given calendar month, the Licensor shall refund to the Licensee a pro rata portion of the Subscription Fees paid or payable by the Licensee for the calendar month in which the Licensor exceeded 0.1% of downtime.

No City staff time should be necessary for ongoing system management and computer operations.

4.5.1.7 Provide an implementation plan which includes and estimated number of days after contract execution until all resources are "live".

Date	Milestone	Community Inputs & Harmari Deliverables
Signing Date	Contract Signature – Implementation Phase Starts	- Community provides Avenu with Permit and Taxpayer Data - Avenu begins weekly monitoring, dashboard reports - Reporting portal ready
+10 days	Registration portal	24/7 Hotline and Tipline goes live - Registration portal goes live - Training for staff via webinar - Community staff review and approve/reject registrations
+30 days	Identification Phase	Voluntary compliance grace period completed
+60 days	Outreach Phase	Avenu analysts complete 100% of identifications
Monthly from +60 days to end of contract	Maintenance Phase Starts	- Updated Avenu report with identifications - Verify, archive, identify new STRs and operators - Renewal reminders emailed for registrants

TAB 7 Proposed Cost [RFP Section 4.6]

Avenu is pleased to offer the City our proposed services for the following costs:

Service Category	Cost
Short-term rental administration	\$5,395.83 per month This amount includes up to 350 monitored properties. Additional STRs will be billed at \$15.42 per month (\$185 per year)
Hotel Occupancy Tax collection, remittance and reporting	\$150 per property per year
Perform audits of overnight rental operators for occupancy tax compliance.	\$3,000 per audit requested by the City
Identification, notification and reporting of non-compliant overnight rental operators.	Included in our short-term rental administration services

Recommended Services:

Service Category	Cost
Upon identification of unregistered properties or as a result of Avenu Audit results, Avenu will recover the delinquent/short pay/under paid revenue under a contingency fee structure, based on revenue recovered	45% of revenue recovered as a result of Avenu's services (does not apply to current and on time payments as a normal course of business)

TAB 8 Respondent Certifications [Attachment A]

Avenu has included Attachment A on the following page(s).

ATTACHMENT A – RESPONDENT CERTIFICATIONS

To demonstrate qualifications to perform the scope of services, each Respondent is required to submit the following information to Owner for consideration.

Answer all questions. Provide responses that are clear and comprehensive. Attach any additional information provided on separate sheets.

Company Name: Avenu Insights & Analytics, LLC

Permanent Address
of Primary Office: 12301 Kurland Drive, Suite 150 Houston TX 77304
Street City, ST ZIP

Tax ID Number: 34-2050121

1. If applicable, provide a list of officers of the firm who, while in the employ of the firm or the employ of previous firms, were associated with contracts which resulted in law suits, contracts defaulted or filed for bankruptcy.

2. Form of ownership: ☐ Proprietorship ☐ Partnership ☐ Corporation ☒ Other (specify)
LLC

DEBARMENT/SUSPENSION INFORMATION:

1. Has the Respondent or any of its principals been debarred or suspended from contracting with any public entity? ☐ Yes ☒ No

If yes, identify in an attachment the public entity and the name and current phone number of a representative of the public entity familiar with the debarment or suspension, and state the reason for or circumstances surrounding the debarment or suspension, including but not limited to the period of time for such debarment or suspension.

CERTIFICATIONS:

1. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. ☒ Yes ☐ No

A. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the solicitation process or in the Contract execution;

B. "fraudulent practice" means an intentional misrepresentation of facts made

1. to influence the solicitation process or the execution of the Contract to the detriment of Owner,
2. to establish Cost Proposal or Contract prices at artificial non-competitive levels, or
3. to deprive Owner of the benefits of free and open competition;

C. "collusive practice" means a scheme or arrangement between two or more Respondents, with or without the knowledge of Owner, a purpose of which is to establish Cost Proposals at artificial, non-competitive levels; and

- D. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the solicitation process or affect the execution of the Contract.

2. NON-COLLUSION CERTIFICATION:

- A. Non-Collusion Certification: Do you certify that all of the following are true and correct concerning your company's cost proposal? ☒ Yes ☐ No

1. That you are fully informed of the contents of the solicitation and the circumstances of its preparation;
2. That your cost proposal is genuine and is not a collusive or sham cost proposal;
3. That neither you nor anyone else acting on behalf of your company has agreed, colluded, or conspired in any manner with any other respondent, firm or person to submit a collusive or sham cost proposal, or to refrain from responding, or sought by communication or conference with any other respondent, firm or person to fix the prices, overhead, profit, or any cost element in your cost proposal or in any other cost proposal, or to secure through any collusion, conspiracy, or agreement any advantage against the City of Wimberley or any other respondent; and
4. The prices quoted in your cost proposal are fair and proper and are not affected by any collusion, conspiracy, connivance, or unlawful agreement on the part of your company or anyone acting on its behalf.

3. HOUSE BILL 89 VERIFICATION:

- A. Contractor shall verify that it's named company, under the provisions of Subtitle F Title 10 Government Code Chapter 2270: ☒ Yes ☐ No

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

SEE NEXT PAGE FOR ACKNOWLEDGEMENT

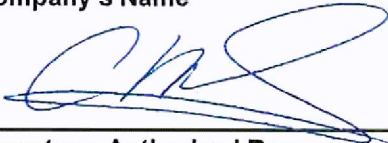
ACKNOWLEDGEMENT

THE STATE OF TEXAS
COUNTY OF HAYS

I certify that I have read all of the specifications and general contract requirements and do hereby certify that all items submitted meet specifications. I certify that my responses and the information provided are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations in this Questionnaire, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me in this questionnaire may be investigated and I hereby give my full permission for any such investigation, and I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my response to this solicitation to be rejected.

Avenu Insights & Analytics, LLC

Company's Name



Signature, Authorized Representative of Respondent

Chief Financial Officer

Title

TAB 9 Certificate of Insurance

Avenu has included our standard Certificate of Insurance on the following page.



GOVEREV-01

GWARD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/26/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Thompson Flanagan Executive Liability Group
626 W. Jackson Blvd. 5th Floor
Chicago, IL 60661

CONTACT NAME: Colleen Sokolowski

PHONE
(A/C, No, Ext):FAX
(A/C, No):

E-MAIL ADDRESS: csokolowski@thompsonflanagan.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED

Avenu Holdings, LLC
7625 Palm Ave., Suite 108
Fresno, CA 93711

INSURER A: Hartford Underwriters Insurance Company

INSURER B: Trumbull Insurance Company

27120

INSURER C: Hartford Casualty Insurance Company

29424

INSURER D: Landmark American Insurance Company

33138

INSURER E: Axis Insurance Company

37273

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		83 UUN AA6800	1/24/2022	1/24/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X		83 UEN AE7365	1/24/2022	1/24/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB CLAIMS-MADE DED ☒ RETENTION \$ 10,000			83 RHU AA6623	1/24/2022	1/24/2023	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	83 WE AE7C2X	1/24/2022	1/24/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Prime Tech E&O/Cyber			LCY794123	1/24/2022	1/24/2023	Per Claim/Agg \$ 2,500,000
E	Crime			P-001-000245516-02	3/15/2021	3/15/2022	Limit \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Redwood City, its officers, agents, employees and volunteers are named as additional insureds under the General Liability and Business Automobile policies with respect to the operations and work performed by the named insured as required by contract. The Commercial General Liability and Business Auto policy is primary and non-contributory. Waiver of Subrogation applies to the Workers' Compensation policy.
Endeavor to provide thirty (30) days prior written notice in the event of cancellation. Ten (10) days prior written notice in the event of non-payment of premium.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Thompson Flanagan Executive Liability Group		NAMED INSURED Avenu Holdings, LLC 7625 Palm Ave., Suite 108 Fresno, CA 93711	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Additional Named Insureds:

1. Government Revenue Solutions Holdings I, LLC
2. Avenu Holdings, LLC
3. Avenu Insights & Analytics LLC
4. MuniServices, LLC d/b/a Avenu MuniServices, LLC
5. eGov Solutions, LLC
6. Ram Ware, LLC
7. Avenu Insights, LLC
8. Avenu Canada
9. Avenu AcquireCo ULC
10. Avenu Pension Administration Solutions ULC
11. Avenu SLS Holdings, LLC
12. Avenu Local Government Solutions, LLC
13. Avenu SLGS Holdings, LLC
14. Avenu Unclaimed Property Systems, LLC
15. Avenu Enterprise Solutions, LLC
16. Avenu Government Systems, LLC
17. Avenu Government Record Services, LLC
18. Avenu Title Records, LLC
19. The Woodward Group LLC
20. CSLS Holdings, LLC

TAB 10 Conflict of Interest Form

Avenu did not find a specific form attached to the solicitation, however Avenu attests that the company has no conflicts of interest related to this project.

TAB 11 Certificate of Interested Parties [Form 1295]

Avenu has included our executed Certificate of Interested Parties (Form 1295) on the following page.

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

Certificate Number:
2022-852279

Date Filed:
02/18/2022

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Avenu Insights & Analytics, LLC
Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Wimberley

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.

2022-01
Short-Term Rental Administration and Collection of Hotel Occupancy Taxes

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



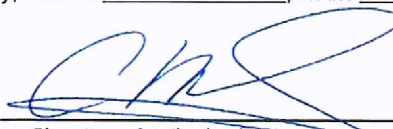
6 UNSWORN DECLARATION

My name is Carl Kumpf, and my date of birth is 06/28/66.

My address is 5860 Trinity Parkway, Suite 120, Centreville, VA, 22015, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Fairfax County, State of VA, on the 18 day of February, 20 22.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)

TAB 12 Additional Supporting Information

Avenu has no further information to submit to the City.