

City of Wimberley

221 Stillwater, P.O. Box 2027, Wimberley, Texas 78676

REGULAR CITY COUNCIL MEETING
WIMBERLEY CITY HALL – CITY COUNCIL CHAMBERS
221 STILLWATER, WIMBERLEY, TEXAS 78676
THURSDAY, APRIL 5, 2018 – 6:00 P.M.

AGENDA

1. **CALL TO ORDER** April 5, 2018 at 6:00 p.m.
2. **CALL OF ROLL** City Secretary
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**
5. **PROCLAMATIONS**
 - A. Proclamation of the City of Wimberley, Texas proclaiming April 2018 as Child Abuse Prevention and Awareness Month. *(Hays-Caldwell Women's Center)*
 - B. Proclamation of the City of Wimberley, Texas proclaiming April 2018 as Sexual Assault Awareness and Prevention Month. *(Hays-Caldwell Women's Center)*

6. **CITIZENS COMMUNICATIONS**

The City Council welcomes comments from citizens 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.

7. **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.

- A. Executive Session pursuant Section 551.071 of the Texas Government Code for Consultation with Attorney to receive legal advice about litigation in Case No. 16-2419;

Risoli v. City of Wimberley and Wimberley Board of Adjustment; 207th District Court, Hays County, Texas.

- B. Executive Session pursuant Section 551.071 of the Texas Government Code for Consultation with Attorney to receive legal advice about litigation in Case No. 13-0895-C; Creekhaven, LLC, and William D. Appleman v. City of Wimberley Board of Adjustment.
- C. Discussion and possible action regarding items discussed in Executive Session.

8. CONSENT AGENDA

The following item/s may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council member or citizen, in which event those items will be pulled from the consent agenda for separate consideration.

- A. Approval of minutes from the Regular City Council Meeting held March 15, 2018.
- B. Approval of minutes from the Special Joint City Council and Hotel Occupancy Tax Advisory Committee Meeting held March 27, 2018.
- C. Approval of minutes from the Special City Council Meeting held March 29, 2018.
- D. Approval of the December 2017, January 2018 and February 2018 Financial Statements for the City of Wimberley.
- E. Approval of the resignation of Robert Cook as the Arts/Historical Attraction Representative from the Hotel Occupancy Tax Advisory Committee.
- F. Approval of the appointment of Julie Ray as the Arts/Historical Attraction Representative to the Hotel Occupancy Tax Advisory Committee.

9. CITY ADMINISTRATOR REPORT

Update regarding the status of the Central Wimberley Wastewater Project

10. DISCUSSION AND POSSIBLE ACTION

- A. Discuss and consider possible action authorizing the City Administrator to expend funds over \$1,000 for City employee drug testing by Wimberley Wellness, PLLC. (*City Administrator Shawn Cox*)
- B. Discuss and consider possible action regarding the allocation of \$20,000 to be utilized for hotel occupancy tax grant proposals. (*City Administrator Shawn Cox*)
- C. Discuss and consider possible action regarding the policies and procedures relating to placement of temporary signs at the Wimberley Community Center. (*City Administrator Shawn Cox*)
- D. Discuss and consider possible action to approve the first reading of Ordinance No. 2018-

11, amending Chapter 50, Section 50.63(B)(2) of the Code of Ordinances, establishing the requirements for mandatory connection to a public wastewater system. *(Place One Council Member Steve Thurber)*

- E. Discuss and consider possible action to instruct the Parks and Recreation Board, at its next scheduled meeting on April 18, 2018, to identify the 18 acres of irrigation expansion area as required by the Settlement Agreement between the City of Wimberley and the Blanco River Cypress Creek Water Association, KKP3237, LLC, Paradise Valley Property Owners Association, and Rocky River Ranch, Inc. *(Place Four Council Member Gary Barchfeld)*

11. CITY COUNCIL REPORTS

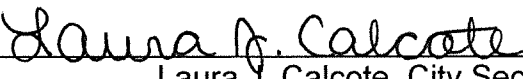
- A. Announcements
- B. Future agenda items

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.

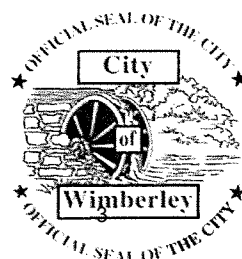
CERTIFICATION

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, April 2, 2018, by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Laura J. Calcote, 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 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program.



Child Abuse Prevention and Awareness Month 2018 Proclamation

WHEREAS, more than 63,657 cases of child abuse and neglect were confirmed in Texas in 2017 resulting in the placement of 50,293 children in foster care in Texas in 2017, and the death of 172 children in Texas in 2017; and

WHEREAS, more than 421 children in Hays County received services from Roxanne's House in 2017, including 3 of our children from Wimberley; and

WHEREAS, child abuse prevention is a community responsibility and finding solutions depends on involvement among all people; and

WHEREAS, locally, representatives from Hays County Child Welfare Board, Hays County District Attorney's Office, Hays-Caldwell Women's Center and Roxanne's House, Greater San Marcos Youth Council, Texas Department of Family and Protective Services, Court Appointed Special Advocates (CASA), San Marcos, Buda and Kyle Police Departments, Hays County Sheriff's Office, and CTMC have joined forces to provide preventive and supportive services to child victims and their families; and

WHEREAS, everyone in Wimberley should become more aware of child abuse prevention and consider helping parents raise their children in a safe, nurturing environment.

THEREFORE, I, ____, by virtue of the authority vested in me as Mayor of the City of Wimberley, Texas, do hereby proclaim the month of April 2018 as

CHILD ABUSE PREVENTION AND AWARENESS MONTH

And do hereby call upon the citizens of Wimberley to work together to raise awareness and prevent child abuse in our community and beyond.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Wimberley, Texas, this ____day of April, 2018.

Attest:

Sexual Assault Awareness and Prevention Month 2018 Proclamation

WHEREAS, 6.3 million Texans have experienced some form of sexual assault in their lifetime and

WHEREAS, 2 in 5 women and 1 in 5 men in Texas have been sexually assaulted in their lifetime affecting all races, ages and economic situations; and

WHEREAS, the Hays-Caldwell Women's Center provided direct services to 651 adult victims of sexual assault in Hays and Caldwell Counties last year including 24 victims from Wimberley; and

WHEREAS, the City of Wimberley is intolerant of sexual violence in any form and recognizes that education and awareness may prevent sexual assault; and

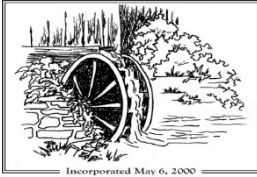
WHEREAS, efforts to reduce sexual assault can only be successful through citizen involvement, and the safety of the citizens of the City of Wimberley depends upon our actions to end sexual assault;

THEREFORE, I, _____, by virtue of the authority vested in me as _____ of the City of Wimberley, Texas, do hereby proclaim April, 2018, as

SEXUAL ASSAULT AWARENESS & PREVENTION MONTH

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of Wimberley, Texas, this ___ day of April, 2018.

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title: CONSENT AGENDA

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

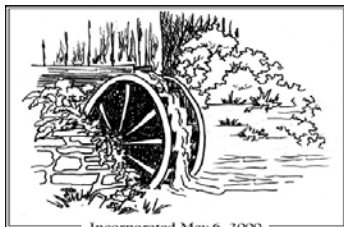
Please see attached minutes from three meetings:

- Regular City Council held March 15, 2018
- Special Joint City Council and HOT Advisory Committee held March 27, 2018
- Special City Council held March 29, 2018

Also attached are the financial statements for December 2017, January 2018 and February 2018.

Hotel Occupancy Tax Advisory Committee Member and Chairperson Bob Cook resigned from the Committee on Friday, March 30, 2018. He was the Arts/Historical Attraction Representative on the Committee. His resignation was effective immediately.

Julie Ray has expressed interest in being appointed as the Arts/Historical Attraction Representative on the HOT Advisory Committee. Ms. Ray's cover letter and application are attached for Council's consideration and approval.



City of Wimberley

221 Stillwater, P.O. Box 2027, Wimberley, Texas 78676

REGULAR CITY COUNCIL MEETING
WIMBERLEY CITY HALL – CITY COUNCIL CHAMBERS
221 STILLWATER, WIMBERLEY, TEXAS
THURSDAY, MARCH 15, 2018 – 6:00 P.M.

MINUTES

CALL TO ORDER

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

CALL OF ROLL

Council Members Present:	Mac McCullough	Mayor
	Steve Thurber	Place One
	Craig Fore	Place Two
	Allison Davis	Place Three
	Gary Barchfeld	Place Four
	Roberta Holland	Place Five

INVOCATION

Reverend Wes Cain of the Wimberley United Methodist Church gave the invocation.

PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG

Mayor Mac McCullough led the pledges to the United States and Texas flags.

CITIZENS COMMUNICATIONS

There were no citizens comments.

EXECUTIVE SESSION

City Council adjourned into Executive Session at 6:04 p.m. in accordance with Texas Government Code, Chapter 551, Subchapter D, for the following purpose: Section 551.072 of the Texas Government Code for deliberation regarding the purchase of real property located within the corporate limits of the City of Wimberley.

Regular Session reconvened at 6:13 p.m.

No action was taken.

CONSENT AGENDA

Motion to approve the consent agenda was made by Council Member Allison Davis. Motion was seconded by Council Member Steve Thurber. Motion carried unanimously (5-0).

A. Approval of minutes from the Regular City Council Meeting held March 1, 2018.

- B. Approval of the consensus appointment of Rachel Emry to the City of Wimberley Transportation Advisory Board.

CITY ADMINISTRATOR REPORT

City Administrator Shawn Cox updated City Council regarding the status of the Wimberley Wastewater Project. Mr. Cox noted the notice to proceed had been issued to Black Castle, and the company would begin work on March 19th at Blue Hole Regional Park. Black Castle would start by preparing the site for the wastewater pump station. The notice to proceed for the collection portion of the Project had not yet been issued to Capital Excavation. There was discussion among Council members regarding easements needed to proceed with the collection lines. Mr. Cox advised the easements would be in place soon, per Council's approval at an upcoming meeting. Additionally, there was discussion pertaining to the potential wastewater pond in Blue Hole Regional Park. Mr. Cox stated he had contacted the Texas Commission on Environmental Quality and was trying to schedule a meeting with the agency for questions to be answered concerning the pond.

PUBLIC HEARINGS AND POSSIBLE ACTION

- A. Hold a public hearing and consider approval regarding case CUP-18-003, an application for a Conditional Use Permit to allow for the operation of a Vacation Rental on property zoned Commercial-Low Impact (C-1) for property located at 280 Old Kyle Road, Wimberley, Hays County, Texas; and providing for the following: delineation on zoning map; findings of fact; severability; effective date and proper notice and meeting. *(Michael Bachers, Applicant)*

Mayor Mac McCullough opened the public hearing at 6:24 p.m.

There were no citizen comments. Planning & Development Coordinator/GIS Analyst Sandy Floyd presented the CUP. She stated no public opposition responses had been received by the City, and one letter of support was issued for the permit.

Mayor Mac McCullough closed the public hearing at 6:26 p.m.

Council Member Allison Davis recused herself before the vote was taken, due to a potential conflict of interest.

Motion to approve was made by Council Member Steve Thurber. Motion was seconded by Council Member Gary Barchfeld. Motion carried unanimously (4-0).

- B. Hold a public hearing and consider approval regarding case CUP-18-004, an application for a Conditional Use Permit to allow for the installation of a manufactured home on property zoned Single-Family Residential 3 (R-3) for property located at 130 Jewel Lane, Wimberley, Hays County, Texas; and providing for the following: delineation on zoning map; findings of fact; severability; effective date and proper notice and meeting. *(Gloria Vasquez, Applicant)*

Mayor Mac McCullough opened the public hearing at 6:27 p.m.

There were no citizen comments. Planning & Development Coordinator/GIS Analyst Sandy Floyd once again presented the CUP. Mrs. Floyd stated there had been no public responses received in favor or opposition to the permit.

Mayor Mac McCullough closed the public hearing at 6:27 p.m.

Motion to approve was made by Council Member Gary Barchfeld. Motion was seconded by Council Member Roberta Holland. Motion carried unanimously (5-0).

DISCUSSION AND POSSIBLE ACTION

- A. Discuss and consider possible action regarding an updated contract with Spectrum for internet and phone service at City Hall. *(City Administrator Shawn Cox)*

Motion to approve the updated contract with Spectrum for internet and phone service at City Hall was made by Council Member Steve Thurber. Motion was seconded by Council Member Gary Barchfeld. Motion carried unanimously (5-0).

- B. Discuss and consider possible action regarding a first priority lien on the 1.3 acres designated for the Wastewater Project treatment plant. *(City Administrator Shawn Cox)*

City Administrator Shawn Cox presented a first priority lien, which was a condition of the grant agreement with the Economic Development Administration for construction of the City's Wastewater Project treatment plant. As a condition of the agreement, the City was required to approve the first priority lien in order to place restrictions on the sale or conveyance of the 1.3 acres where the treatment plant would be placed.

Motion to approve a first priority lien on the 1.3 acres designated for the Wastewater Project treatment plant was made by Council Member Steve Thurber. Motion was seconded by Council Member Allison Davis. Motion carried unanimously (5-0).

- C. Discuss and consider possible action regarding the policies and procedures relating to placement of temporary signs at the Wimberley Community Center. *(Mayor Mac McCullough)*

There was discussion regarding the City's current policy relating to placement of temporary signs at the Wimberley Community Center. Some key concerns with the placement of temporary signs included traffic visibility and interfering with events held at the Center. Council members discussed potential solutions to these problems and regulating signage at the Center. Council directed Administrator Shawn Cox to find other local governmental entity's signage guidelines and bring the topic back to Council for consideration.

- D. Discuss and consider possible action to approve funding for the Visitor Center Operations Agreement between the City of Wimberley and the Wimberley Convention and Visitors Bureau Foundation. *(Place One Council Member Steve Thurber)*

Council Member Steve Thurber presented background regarding the Visitor Center Operations Agreement, which was approved by Council on February 15, 2018, with no commitment of funds for a three-year timeframe. The Wimberley

Convention and Visitors Bureau Foundation had submitted funding information, as an addition to the Operations Agreement, for Council consideration and approval. There was lengthy discussion among Council members regarding the funding figures presented and the part-time employee position included in the funding. Council Member Gary Barchfeld suggested the funding information be sent back to the Hotel Occupancy Tax Advisory Committee for review and recommendation to Council. Council Member Allison Davis believed the topic should be readdressed once a Tourism Director had been hired by the City and the part-time position should not be included in the funding. Chamber of Commerce Treasurer Mike Scott addressed Council on the presented figures and answered relevant questions. Council members could not agree on the funding information presented and voted to table the item for a future meeting.

Motion to table the item was made by Council Member Steve Thurber. Motion was seconded by Council Member Craig Fore. Motion carried unanimously (5-0).

- E. Discuss and consider possible action to approve Ordinance No. 2018-11, amending Chapter 50, Section 50.63 of the Code of Ordinances, establishing the requirements for mandatory connection to a public wastewater system. *(Place One Council Member Steve Thurber)*

Council Member Allison Davis questioned grandfathering issues regarding Ordinance No. 2018-11. There was discussion pertaining to septic systems that had been installed within the last five years in the area identified in the Ordinance. The Ordinance would be brought back to Council for consideration and action.

Motion to table the item was made by Council Member Allison Davis. Motion was seconded by Council Member Steve Thurber. Motion carried unanimously (5-0).

- F. Discuss and consider possible action regarding City open meetings for Sewer Project construction. *(Place Four Council Member Gary Barchfeld)*

Council Member Gary Barchfeld requested all meetings pertaining to the Sewer Project be open for public observation.

Motion for Sewer Project construction meetings to be open to the public was made by Council Member Gary Barchfeld. Motion was seconded by Council Member Craig Fore.

There was objection to this request among other Council members, including Council Member Allison Davis, who presented information to counteract Council Member Barchfeld's request and motion.

Motion for any non-City meetings Gary Barchfeld may attend pertaining to the Sewer Project be posted as public notice was made by Council Member Allison Davis.

Council Member Gary Barchfeld withdrew his motion.

Council Member Allison Davis withdrew her motion.

- G. Discuss and consider possible action regarding the City's position on abandoned houses in Wimberley. *(Place Four Council Member Gary Barchfeld)*

Council Member Gary Barchfeld expressed concern regarding substandard houses in the City. There was discussion among Council members on inspections and code enforcement. No formal action was taken on this item.

CITY COUNCIL REPORTS

- A. Announcements – None.
- B. Future agenda items – None.

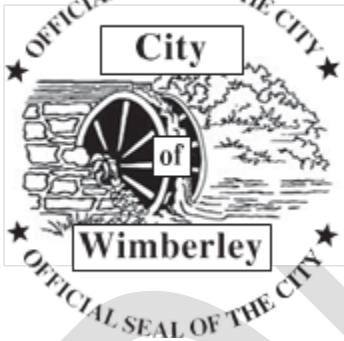
ADJOURNMENT

Mayor Mac McCullough adjourned the meeting at 7:50 p.m., without objection.

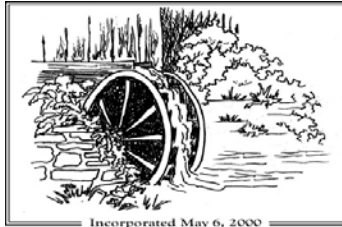
RECORDED BY:

Laura J. Calcote, City Secretary

APPROVED BY:



**Herschel P. "Mac" McCullough,
Mayor**



City of Wimberley

221 Stillwater, P.O. Box 2027, Wimberley, Texas 78676

**SPECIAL JOINT CITY COUNCIL AND
HOTEL OCCUPANCY TAX ADVISORY COMMITTEE MEETING
WIMBERLEY COMMUNITY CENTER – JOHNSON HALL
14068 RANCH ROAD 12, WIMBERLEY, TEXAS
TUESDAY, MARCH 27, 2018 – 6:00 P.M.**

MINUTES

CALL TO ORDER

Mayor Pro Tem Steve Thurber called the meeting to order at 6:06 p.m.

CITY COUNCIL CALL OF ROLL

Council Members Present:	Steve Thurber	Place One
	Craig Fore	Place Two
	Allison Davis	Place Three
	Gary Barchfeld	Place Four
	Roberta Holland	Place Five
Council Members Absent:	Mac McCullough	Mayor

HOT ADVISORY COMMITTEE CALL OF ROLL

HOT Advisory Committee Members Present:	Bob Cook
	Traci Ferguson
	Jennifer Ober
	Buck Baccus

WORKSHOP

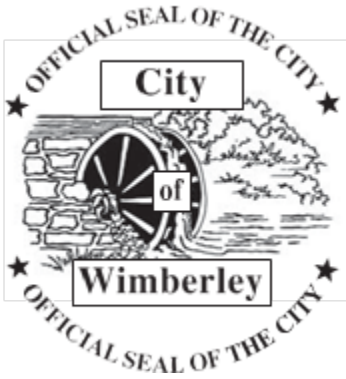
Darren Drewitz of MindEcology presented information on the marketing process for the City of Wimberley.

ADJOURNMENT

Mayor Pro Tem adjourned the meeting at 6:57 p.m., without objection.

RECORDED BY:

Laura J. Calcote, City Secretary



APPROVED BY:

**Herschel P. "Mac" McCullough,
Mayor**

DRAFT



City of Wimberley

221 Stillwater, P.O. Box 2027, Wimberley, Texas 78676

SPECIAL CITY COUNCIL MEETING
WIMBERLEY CITY HALL – CITY COUNCIL CHAMBERS
221 STILLWATER, WIMBERLEY, TEXAS 78676
THURSDAY, MARCH 29, 2018 – 5:30 P.M.

MINUTES

CALL TO ORDER

Mayor Mac McCullough called the meeting to order at 5:32 p.m.

CALL OF ROLL

Council Members Present: Mac McCullough Mayor
Steve Thurber Place One
Craig Fore Place Two
Allison Davis Place Three
Roberta Holland Place Five
Council Members Absent: Gary Barchfeld Place Four

CONSENT AGENDA

Motion to approve, pending correction to the Resolution language from the City of Cibolo to the City of Wimberley within the Resolutions, was made by Council Member Steve Thurber. Motion was seconded by Council Member Allison Davis.

Motion carried as follows (3-1):

Steve Thurber	Aye
Allison Davis	Aye
Roberta Holland	Aye
Craig Fore	Nay

- A. Approval of Resolution No. 10-2018 authorizing acceptance of an easement agreement for utilities to be located at 13299 Ranch Road 12, Wimberley, Hays County, Texas, on a property owned by David Pulley.
- B. Approval of Resolution No. 11-2018 authorizing acceptance of an easement agreement for utilities to be located at 13201 Ranch Road 12, Wimberley, Hays County, Texas, on a property owned by John Kenneth Morgan.
- C. Approval of Resolution No. 12-2018 authorizing acceptance of an easement agreement for utilities to be located at 13301 Ranch Road 12, Wimberley, Hays County, Texas, on a property owned by MYSTIC HILL, LLC.
- D. Approval of Resolution No. 13-2018 authorizing acceptance of an easement agreement for utilities to be located at 13201 Ranch Road 12, Wimberley, Hays County, Texas, on a property owned by FAIRLAWN 13201, LLC.

DISCUSSION AND POSSIBLE ACTION

- A. Discuss and consider possible action regarding Resolution No. 14-2018 amending the 2017/2018 Operating Budget (Budget Amendment No. 8) providing for the transfer of funds in the Wastewater Unobligated Fund Balance to the Wastewater Operation Fund.
Motion to approve Resolution No. 14-2018 amending the 2017/2018 Operating Budget (Budget Amendment No. 8) providing for the transfer of funds in the Wastewater Unobligated Fund Balance to the Wastewater Operation Fund was made by Council Member Steve Thurber. Motion was seconded by Council Member Allison Davis. Motion carried unanimously (4-0).
- B. Discuss and consider possible action approving the proposal from Alan Plummer Associates, Inc. in the amount of \$77,575 for construction administration services for the Wimberley Central Wastewater System Project.
Motion to approve the proposal from Alan Plummer Associates, Inc. in the amount of \$77,575 for construction administration services for the Wimberley Central Wastewater System Project was made by Council Member Allison Davis. Motion was seconded by Council Member Roberta Holland. Motion carried unanimously (4-0).
- C. Discuss and consider possible action regarding Resolution No. 15-2018 amending the 2017/2018 Operating Budget (Budget Amendment No. 9) providing for an increase in revenue in the Hotel Occupancy Fund and to increase expenses in the Hotel Occupancy Tax Fund.
Motion to approve Resolution No. 15-2018 amending the 2017/2018 Operating Budget (Budget Amendment No. 9) providing for an increase in the revenue in the Hotel Occupancy Fund and to increase expenses in the Hotel Occupancy Tax Fund was made by Council Member Steve Thurber. Motion was seconded by Council Member Allison Davis. Motion carried as follows (3-1):
- | | |
|-----------------|-----|
| Steve Thurber | Aye |
| Allison Davis | Aye |
| Roberta Holland | Aye |
| Craig Fore | Nay |
- D. Discuss and consider possible action to approve funding for the Visitor Center Operations Agreement between the City of Wimberley and the Wimberley Convention and Visitors Bureau Foundation.
This item had been moved forward on the agenda from the March 15th City Council Meeting. There was discussion regarding funding for the Visitor Center Operations Agreement and removing the part-time employee position from the funding request.
Motion to approve funding for the Visitor Center Operations Agreement between the City of Wimberley and the Wimberley Convention and Visitors Bureau Foundation, apart from removing the part-time employee position and associated payroll taxes for the position from funding, was made by Council Member Allison Davis. Motion was seconded by Council Member Steve Thurber. Motion carried unanimously (4-0).
- E. Discuss and consider possible action regarding the Hotel Occupancy Tax Application approval process.

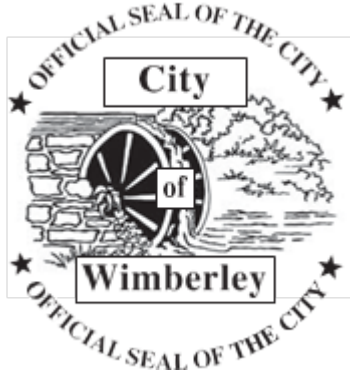
No formal action was taken on this item.

ADJOURNMENT

Mayor Mac McCullough adjourned the meeting at 5:48 p.m., without objection.

RECORDED BY:

Laura J. Calcote, City Secretary



APPROVED BY:

Herschel P. "Mac" McCullough, Mayor

BALANCE SHEET

Page: 1

3/21/2018

12:50 pm

City of Wimberley

As of: 12/31/2017

Balances

Fund: 100 - General Fund

Assets

1011 Petty Cash	350.00
1020 General Checking - ONB	1,025,497.29
1021 Certificate of Deposit - Ozona	228,840.83
1030 Texpool	179,356.91
1050 Sales Tax Receivable	68,560.16
1052 Mixed Bev Taxes Receivable	2,768.75
1053 Franchise Taxes Receivable	0.00
1150 Accounts Receivable	2,236.26
1151 Allowance for Uncoll Acct Rec	0.00
1210 Prepaid Expenses	0.00
1302 Due from Municipal Court	1,163.90
1304 Due from BHP	0.00
1305 Due from OTHERS	0.00
1306 Due from WW	0.00
1307 Due from TML Claim Fund	0.00

Total Assets

1,508,774.10

Liabilities

2010 Accounts Payable	62,501.07
2015 WCC Security Deposits Payable	9,200.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	15.84
2023 TML IEBP Payable	178.95
2060 Payable to Hays County	0.00
2073 TWC Payable	0.00
2074 TMRS Payable	723.79
2075 Septic Fees Payable	190.00
2081 Due to Others	0.00
2082 Due to BHP	0.00
2086 Due to Wastewater	0.00

Total Liabilities

72,809.65

Reserves/Balances

3310 Nonspendable Prepaids	0.00
3410 Restricted Funds	17,844.43
3510 Committed FB - Public Works	495,870.00
3520 Committed FB - New City Hall	0.00
3530 Committed FB - W/W on Square	433,887.00
3540 Committed FB-Future Grant Matc	309,919.00
3600 Fund Balance - Uncommitted	354,562.85
3601 Transfer	0.00
3602 Suspense	0.00
3650 Net Excess (Deficit)	-176,118.83

Total Reserves/Balances

1,435,964.45

Total Liabilities & Balances

1,508,774.10

REVENUE/EXPENDITURE REPORT

Page: 1
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5120 General Sales & Use Tax	-18,845.80	134,063.52	848,918.00	15.79
5131 Mixed Beverage Tax	2,768.75	2,768.75	15,750.00	17.58
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5171 Franchise Tax	0.00	11,562.79	278,250.00	4.16
5211 Beer & Wine Permits	0.00	0.00	2,500.00	0.00
5212 Food Permits	4,650.00	5,325.00	12,000.00	44.38
5213 Septic Permits	2,150.00	3,800.00	12,000.00	31.67
5219 Sign Permits	110.00	655.00	2,000.00	32.75
5221 Building Permits	1,344.69	3,599.75	26,500.00	13.58
5340 Grant Funds	0.00	0.00	0.00	0.00
5410 CC Convenience Fees	0.00	0.00	0.00	0.00
5411 Court Costs, Fees & Charges	0.00	0.00	5,000.00	0.00
5413 Zoning	0.00	2,463.78	8,500.00	28.99
5414 Subdivision Fees	0.00	905.00	5,000.00	18.10
5415 Copies, Maps, Misc.	0.00	0.00	500.00	0.00
5416 Building Inspections	1,855.00	3,950.00	25,000.00	15.80
5417 Plan Reviews	2,495.00	3,510.00	17,500.00	20.06
5475 WCC Rental Fees	3,361.00	11,867.00	50,000.00	23.73
5611 Interest Revenues	248.98	698.70	1,000.00	69.87
5620 Parking Lot Lease	0.00	0.00	1,200.00	0.00
5621 Short-Term Rental	0.00	0.00	0.00	0.00
5630 Restroom Revenue	0.00	0.00	0.00	0.00
5701 Other/Misc Revenue	6,721.64	6,999.19	3,000.00	233.31
5799 Operating Transfer In	0.00	0.00	0.00	0.00
5900 Designated Funds	0.00	0.00	0.00	0.00
5901 FEMA Designated Funds	0.00	0.00	0.00	0.00
ADMINISTRATION	6,859.26	192,168.48	1,314,618.00	14.62
Revenues	6,859.26	192,168.48	1,314,618.00	14.62
Expenditures				
Dept: 15 ADMINISTRATION				
6110 Salaries & Wages- City Admin	0.00	0.00	101,000.00	0.00
6120 Salaries & Wages-CitySecretary	4,615.38	14,883.65	60,000.00	24.81

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 2
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6130 Salaries & Wages-FinanceClerk	2,859.06	7,833.44	36,400.00	21.52
6210 Health Care	748.61	1,569.15	32,459.00	4.83
6220 Payroll Taxes	571.78	1,811.26	18,160.00	9.97
6230 TMRS Contributions	145.62	222.41	5,547.00	4.01
6250 Unemployment Compensation	0.00	0.00	191.00	0.00
6270 Annual/Assoc DUES	100.00	100.00	2,786.00	3.59
6340 Technology Consultant	261.25	2,636.25	500.00	527.25
6370 Contract Services	18,797.62	43,911.65	13,000.00	337.78
6410 Utilities	492.25	1,393.38	7,500.00	18.58
6411 Telephone	224.29	682.40	5,054.00	13.50
6420 Office Cleaning	400.00	1,300.00	5,200.00	25.00
6430 Bldg Repairs/Maintenance	0.00	0.00	8,750.00	0.00
6433 Equip Maintenance	0.00	0.00	0.00	0.00
6441 Storage Rent	550.00	1,650.00	7,860.00	20.99
6442 Water Cooler	15.99	57.46	450.00	12.77
6443 Equipment Rent/Lease	897.64	3,216.63	8,506.00	37.82
6444 Parking Lot Lease	100.00	300.00	1,200.00	25.00
6520 Insurance	0.00	21,535.00	25,000.00	86.14
6521 Security System	0.00	341.28	684.00	49.89
6531 Public Notices	752.76	1,859.28	7,500.00	24.79
6532 Office Tech/Software	6,717.09	19,685.65	10,405.00	189.19
6540 Advertising	0.00	0.00	0.00	0.00
6551 Printing	105.00	175.00	500.00	35.00
6552 Copies/Misc	172.06	185.56	0.00	0.00
6569 Vehicle Allowance/Moving Exp	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	1,000.00	0.00
6571 Mileage	555.54	1,607.50	504.00	318.95
6572 Training	800.72	1,340.72	2,500.00	53.63
6573 Tuition Reimbursement	0.00	695.00	2,000.00	34.75
6580 Pay Comparability Adj	0.00	0.00	0.00	0.00
6581 Refunds	0.00	160.00	500.00	32.00
6589 Records Management	32.52	2,830.39	4,919.00	57.54
6610 General Operating Supplies	439.78	763.97	500.00	152.79
6651 Postage/Shipping	4.98	308.20	1,000.00	30.82
6660 Office Supplies	499.24	791.42	2,000.00	39.57

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 3
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6700 Bad Debt Expense	0.00	0.00	0.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	0.00	0.00
6791 Capital Outlay - Technology	0.00	0.00	12,000.00	0.00
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	306,760.00	0.00
ADMINISTRATION	40,859.18	133,846.65	692,335.00	19.33
Dept: 16 LEGAL				
6350 Legal	8,314.50	62,993.07	105,000.00	59.99
LEGAL	8,314.50	62,993.07	105,000.00	59.99
Dept: 17 COUNCIL/BOARD				
6320 Financial Mgmt Services	0.00	2,700.00	14,400.00	18.75
6330 Audit Svs	10,000.00	10,000.00	15,125.00	66.12
6382 Social Services Support	0.00	0.00	2,500.00	0.00
6533 Public Information	0.00	3,432.49	4,000.00	85.81
6541 Public Relations/Receptions	47.24	129.63	2,800.00	4.63
6572 Training	143.98	143.98	500.00	28.80
6590 Elections	0.00	0.00	3,000.00	0.00
6591 Planning	0.00	0.00	0.00	0.00
COUNCIL/BOARD	10,191.22	16,406.10	42,325.00	38.76
Dept: 18 BUILDING				
6360 Contract Inspections	2,185.00	6,980.00	25,000.00	27.92
6582 Site Plan Reviews	3,150.00	4,778.00	17,500.00	27.30
BUILDING	5,335.00	11,758.00	42,500.00	27.67
Dept: 21 PUBLIC SAFETY				
6220 Payroll Taxes	0.00	0.00	0.00	0.00
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	0.00	0.00	0.00	0.00
6370 Contract Services	0.00	18,252.50	73,010.00	25.00
6371 Sanitarian (Contract Labor)	1,188.17	4,335.94	15,000.00	28.91
6373 Animal Control	0.00	6,000.00	6,000.00	100.00
6431 Vehicle Maint/Insurance	0.00	0.00	0.00	0.00
6583 Fuel	41.30	41.30	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 4
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 21 PUBLIC SAFETY				
6610 General Operating Supplies	0.00	0.00	0.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC SAFETY	1,229.47	28,629.74	94,010.00	30.45
Dept: 25 MUNICIPAL COURT				
6380 Municipal Court Judge	0.00	0.00	6,000.00	0.00
6381 City Prosecutor	0.00	0.00	8,700.00	0.00
6532 Office Tech/Software	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	0.00	0.00
6571 Mileage	0.00	0.00	0.00	0.00
6572 Training	0.00	0.00	0.00	0.00
6610 General Operating Supplies	0.00	0.00	0.00	0.00
MUNICIPAL COURT	0.00	0.00	14,700.00	0.00
Dept: 30 PUBLIC WORKS				
6150 Salaries & Wages-PW Code Enfor	2,771.20	7,620.80	36,026.00	21.15
6160 Salaries & Wages - GIS/PlanTec	4,230.40	11,633.60	55,000.00	21.15
6180 Salaries & Wages- Maintenance	0.00	0.00	0.00	0.00
6210 Health Care	1,324.01	3,972.03	14,000.00	28.37
6220 Payroll Taxes	535.61	1,606.86	6,963.00	23.08
6230 TMRS Contributions	196.74	393.48	2,558.00	15.38
6250 Unemployment Compensation	0.00	6.27	50.00	12.54
6431 Vehicle Maint/Insurance	0.00	69.00	600.00	11.50
6532 Office Tech/Software	3,875.52	3,875.52	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	0.00	0.00
6571 Mileage	58.32	58.32	0.00	0.00
6572 Training	0.00	25.00	0.00	0.00
6583 Fuel	107.15	316.27	2,111.00	14.98
6610 General Operating Supplies	12.88	73.99	500.00	14.80
6612 Tools	0.00	0.00	500.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC WORKS	13,111.83	29,651.14	118,308.00	25.06
Dept: 31 ROADS				
6370 Contract Services	0.00	0.00	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 5
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 31 ROADS				
6372 Survey Services	0.00	0.00	0.00	0.00
6432 Road Maintenance	375.00	5,050.00	80,000.00	6.31
6470 Engineering - Roads	0.00	0.00	20,000.00	0.00
6584 Mowing/Trimming	800.00	3,965.00	20,000.00	19.83
6611 Signs/Barricades	72.50	175.82	5,000.00	3.52
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6795 Capital Outlay - Roads	0.00	0.00	100,000.00	0.00
ROADS	1,247.50	9,190.82	225,000.00	4.08
Dept: 33 WATER/WASTEWATER				
6561 State Sanitations Fees	0.00	0.00	500.00	0.00
6586 Quality Testing WW	0.00	0.00	5,000.00	0.00
6588 Public Restroom WW	4,590.70	9,791.59	20,000.00	48.96
6793 Capital Outlay - RR Trailer	0.00	38,420.00	38,500.00	99.79
WATER/WASTEWATER	4,590.70	48,211.59	64,000.00	75.33
Dept: 51 COMMUNITY CENTER				
6140 Salaries & Wages- WCC Director	0.00	0.00	20,000.00	0.00
6180 Salaries & Wages- Maintenance	4,193.45	11,065.15	23,400.00	47.29
6220 Payroll Taxes	320.82	915.52	3,320.00	27.58
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	0.00	6.46	60.00	10.77
6270 Annual/Assoc DUES	0.00	0.00	210.00	0.00
6370 Contract Services	100.00	517.20	0.00	0.00
6410 Utilities	3,090.26	5,789.78	27,500.00	21.05
6411 Telephone	215.48	653.87	1,250.00	52.31
6430 Bldg Repairs/Maintenance	970.00	1,805.00	5,000.00	36.10
6443 Equipment Rent/Lease	2.07	3.14	500.00	0.63
6521 Security System	150.98	452.94	2,000.00	22.65
6532 Office Tech/Software	0.00	0.00	500.00	0.00
6540 Advertising	0.00	504.00	2,500.00	20.16
6541 Public Relations/Receptions	227.65	227.65	750.00	30.35
6551 Printing	0.00	0.00	1,000.00	0.00
6610 General Operating Supplies	359.24	870.21	6,000.00	14.50
6651 Postage/Shipping	0.00	0.00	200.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 6
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 51 COMMUNITY CENTER				
6660 Office Supplies	251.62	251.62	500.00	50.32
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
COMMUNITY CENTER	9,881.57	23,062.54	94,690.00	24.36
Dept: 52 PARKS				
6585 NATURE TL / MT BALDY	150.42	466.08	2,500.00	18.64
PARKS	150.42	466.08	2,500.00	18.64
Dept: 90 Prior Period Adjustment				
9000 Prior Period Adjustment	0.00	0.00	0.00	0.00
Prior Period Adjustment	0.00	0.00	0.00	0.00
Expenditures	94,911.39	364,215.73	1,495,368.00	24.36
Net Effect for General Fund	-88,052.13	-172,047.25	-180,750.00	95.19
Change in Fund Balance:	-89,955.72	-176,118.83		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 2

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 200 - Blue Hole Parkland

Assets

1011 Petty Cash	600.00
1022 BH Parkland - ONB	421,143.23
1301 Due from General	0.00

Total Assets

421,743.23

Liabilities

2010 Accounts Payable	1,622.48
2016 BHP Deposits Payable	400.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	807.06
2071 Sales Tax Payable	-8.21
2073 TWC Payable	0.00
2074 TMRS Payable	421.48
2080 Due to General	0.00
2081 Due to Others	0.00

Total Liabilities

3,242.81

Reserves/Balances

3600 Fund Balance - Uncommitted	475,851.73
3601 Transfer	0.00
3650 Net Excess (Deficit)	-57,351.31

Total Reserves/Balances

418,500.42

Total Liabilities & Balances

421,743.23

REVENUE/EXPENDITURE REPORT

Page: 7
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Revenues				
Dept: 52 PARKS				
5472 Gate Fees	0.00	0.00	271,047.00	0.00
5474 Park Rentals/Campgrounds	0.00	5,560.00	10,000.00	55.60
5476 Special Events	0.00	0.00	25,000.00	0.00
5479 Vending/Merchandise	0.00	108.25	7,500.00	1.44
5611 Interest Revenues	18.83	58.65	150.00	39.10
5701 Other/Misc Revenue	0.00	79.00	1,000.00	7.90
5900 Designated Funds	0.00	0.00	0.00	0.00
PARKS	18.83	5,805.90	314,697.00	1.84
Revenues	18.83	5,805.90	314,697.00	1.84
Expenditures				
Dept: 52 PARKS				
6141 Salaries & Wages- Park Manager	3,846.16	10,576.60	50,000.00	21.15
6180 Salaries & Wages- Maintenance	2,692.30	7,403.55	35,000.00	21.15
6181 Salaries & Wages - PT Seasonal	2,713.70	10,416.65	76,749.00	13.57
6182 Salaries & Wages - Laborer	1,891.21	5,200.81	24,600.00	21.14
6210 Health Care	1,948.16	5,844.48	23,316.00	25.07
6220 Payroll Taxes	795.48	2,580.96	14,256.00	18.10
6230 TMRS Contributions	236.87	449.76	3,080.00	14.60
6250 Unemployment Compensation	0.00	0.00	993.00	0.00
6374 Contract Services	3,523.00	4,008.00	32,200.00	12.45
6410 Utilities	1,213.45	3,627.63	16,253.00	22.32
6411 Telephone	224.08	672.24	2,100.00	32.01
6431 Vehicle Maint/Insurance	0.00	274.67	500.00	54.93
6433 Equip Maintenance	0.00	0.00	1,000.00	0.00
6443 Equipment Rent/Lease	225.00	283.14	3,000.00	9.44
6532 Office Tech/Software	0.00	0.00	0.00	0.00
6562 BH CC Processing Fees	0.00	206.61	4,000.00	5.17
6570 Travel/Hospitality	0.00	0.00	400.00	0.00
6571 Mileage	0.00	0.00	200.00	0.00
6572 Training	265.00	265.00	1,500.00	17.67
6581 Refunds	0.00	1,500.00	0.00	0.00
6583 Fuel	98.21	286.20	1,000.00	28.62

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 8
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Expenditures				
Dept: 52 PARKS				
6584 Mowing/Trimming	0.00	0.00	2,000.00	0.00
6610 General Operating Supplies	981.97	3,126.54	25,000.00	12.51
6613 Materials	0.00	35.99	6,000.00	0.60
6615 Bldg & Maint Supplies	0.00	0.00	4,500.00	0.00
6651 Postage/Shipping	0.00	0.00	50.00	0.00
6660 Office Supplies	323.11	398.38	500.00	79.68
6794 Capital Outlay - Equipmt/Other	0.00	6,000.00	6,500.00	92.31
PARKS	20,977.70	63,157.21	334,697.00	18.87
Expenditures	20,977.70	63,157.21	334,697.00	18.87
Net Effect for Blue Hole Parkland	-20,958.87	-57,351.31	-20,000.00	286.76
Change in Fund Balance:	-20,958.87	-57,351.31		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 3

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 201 - Municipal Court

Assets

1023 Municipal Court - ONB

10,227.57

1024 MC Bonds - ONB

76.00

Total Assets

10,303.57

Liabilities

2010 Accounts Payable

390.40

2076 Municipal Court Cost Payable

60.19

2080 Due to General

-208.50

Total Liabilities

242.09

Reserves/Balances

3600 Fund Balance - Uncommitted

10,058.62

3601 Transfer

0.00

3650 Net Excess (Deficit)

2.86

Total Reserves/Balances

10,061.48

Total Liabilities & Balances

10,303.57

REVENUE/EXPENDITURE REPORT

Page: 9
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 201 - Municipal Court				
Revenues				
Dept: 00				
5410 CC Convenience Fees	0.00	0.00	0.00	0.00
5514 Court Technology Fees	0.00	0.00	500.00	0.00
5515 Building Security Fees	0.00	0.00	1,050.00	0.00
5516 Child Safety Fees	0.00	0.00	500.00	0.00
5517 Judicial Efficiency Fees	0.00	0.00	1,000.00	0.00
5611 Interest Revenues	0.95	2.86	0.00	0.00
5701 Other/Misc Revenue	0.00	0.00	0.00	0.00
Dept: 00	0.95	2.86	3,050.00	0.09
Revenues	0.95	2.86	3,050.00	0.09
Expenditures				
Dept: 00				
6532 Office Tech/Software	0.00	0.00	500.00	0.00
6551 Printing	0.00	0.00	250.00	0.00
6614 Signage	0.00	0.00	250.00	0.00
6660 Office Supplies	0.00	0.00	1,000.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	1,050.00	0.00
Dept: 00	0.00	0.00	3,050.00	0.00
Expenditures	0.00	0.00	3,050.00	0.00
Net Effect for Municipal Court	0.95	2.86	0.00	0.00
Change in Fund Balance:	0.95	2.86		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 4

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 202 - Wastewater Fund

Assets

1027 Wastewater - ONB	105,881.92
1028 WW Construction Fund	22,806.30
1029 WW Int & Sinking Fund	135,202.88
1150 Accounts Receivable	618.00
1152 Tax Notes 2013-Restricted Cash	31,343.22
1301 Due from General	0.00
1729 WW Reclamation Facility	564,015.37
1730 Utility Plant - WW	223,970.00
1731 Accumulated Deprec.-Bldgs	-33,525.50

Total Assets

1,050,312.19

Liabilities

2010 Accounts Payable	83,287.71
2080 Due to General	0.00
2140 Accrued Interest Payable	3,568.08
2240 Notes Payable - Current	122,717.00
2550 Notes Payable - Utility Plant	29,431.00
2551 Notes Payable-Tax Notes 2013	190,000.00

Total Liabilities

429,003.79

Reserves/Balances

3600 Fund Balance - Uncommitted	300,410.66
3601 Transfer	0.00
3610 Net Invest in Capital Assets	443,654.87
3650 Net Excess (Deficit)	-122,757.13

Total Reserves/Balances

621,308.40

Total Liabilities & Balances

1,050,312.19

REVENUE/EXPENDITURE REPORT

Page: 10
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 202 - Wastewater Fund				
Revenues				
Dept: 04 WATER/WASTEWATER				
5340 Grant Funds	0.00	0.00	0.00	0.00
5400 WW Service Fees	19,178.00	29,694.00	118,776.00	25.00
5611 Interest Revenues	11.93	38.01	130.00	29.24
5799 Operating Transfer In	0.00	0.00	388,973.00	0.00
WATER/WASTEWATER	19,189.93	29,732.01	507,879.00	5.85
Revenues	19,189.93	29,732.01	507,879.00	5.85
Expenditures				
Dept: 04 WATER/WASTEWATER				
6374 Contract Services	-16,399.17	119,339.50	167,549.50	71.23
6410 Utilities	532.71	1,899.64	10,000.00	19.00
6411 Telephone	0.00	0.00	0.00	0.00
6589 Records Management	0.00	0.00	0.00	0.00
6610 General Operating Supplies	0.00	0.00	0.00	0.00
6660 Office Supplies	0.00	0.00	0.00	0.00
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	31,250.00	31,250.00	31,250.00	100.00
6799 Project Manager-WW Project	0.00	0.00	175,000.00	0.00
6800 Depreciation	0.00	0.00	0.00	0.00
6900 Wastewater Debt Service - Prin	0.00	0.00	100,510.00	0.00
6901 Wastewater Debt Service - Int	0.00	0.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	0.00	0.00
WATER/WASTEWATER	15,383.54	152,489.14	484,309.50	31.49
Expenditures	15,383.54	152,489.14	484,309.50	31.49
Net Effect for Wastewater Fund	3,806.39	-122,757.13	23,569.50	-520.83
Change in Fund Balance:	3,806.39	-122,757.13		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 5

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 205 - Hotel Occupancy Tax

Assets

1019 Hotel Occupancy Tax	299,170.25
--------------------------	------------

1055 Hotel Occupancy Receivable	0.00
---------------------------------	------

Total Assets

299,170.25

Liabilities

2010 Accounts Payable	0.00
-----------------------	------

Total Liabilities

0.00

Reserves/Balances

3560 FB Committed-Emergency Plan	5,000.00
----------------------------------	----------

3600 Fund Balance - Uncommitted	296,477.36
---------------------------------	------------

3650 Net Excess (Deficit)	-2,307.11
---------------------------	-----------

Total Reserves/Balances

299,170.25

Total Liabilities & Balances

299,170.25

REVENUE/EXPENDITURE REPORT

Page: 11
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 205 - Hotel Occupancy Tax				
Revenues				
Dept: 15 ADMINISTRATION				
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5611 Interest Revenues	12.70	37.89	0.00	0.00
ADMINISTRATION	12.70	37.89	0.00	0.00
Revenues	12.70	37.89	0.00	0.00
Expenditures				
Dept: 15 ADMINISTRATION				
6592 HOT Disbursements	0.00	2,345.00	0.00	0.00
ADMINISTRATION	0.00	2,345.00	0.00	0.00
Expenditures	0.00	2,345.00	0.00	0.00
Net Effect for Hotel Occupancy Tax	12.70	-2,307.11	0.00	0.00
Change in Fund Balance:	12.70	-2,307.11		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 6

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 600 - BHP Development Projects

Assets

1025 BH Development - ONB

18,739.29

Total Assets

18,739.29

Liabilities

2010 Accounts Payable

0.00

Total Liabilities

0.00

Reserves/Balances

3550 FB Committed - Soccer Fields

109,279.00

3600 Fund Balance - Uncommitted

-90,544.43

3650 Net Excess (Deficit)

4.72

Total Reserves/Balances

18,739.29

Total Liabilities & Balances

18,739.29

REVENUE/EXPENDITURE REPORT

Page: 12

3/8/2018

11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 600 - BHP Development Projects				
Revenues				
Dept: 00				
5611 Interest Revenues	1.59	4.72	40.00	11.80
Dept: 00	1.59	4.72	40.00	11.80
Revenues	1.59	4.72	40.00	11.80
Expenditures				
Dept: 00				
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
6798 Capital Outlay-Development	0.00	0.00	0.00	0.00
Dept: 00	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for BHP Development Projects	1.59	4.72	40.00	11.80
Change in Fund Balance:	1.59	4.72		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 7

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 602 - FM 2325 Sidewalk

Assets

1026 FM 2325 Sidewalks - ONB

5,022.69

Total Assets

5,022.69

Reserves/Balances

3600 Fund Balance - Uncommitted

5,022.06

3650 Net Excess (Deficit)

0.63

Total Reserves/Balances

5,022.69

Total Liabilities & Balances

5,022.69

REVENUE/EXPENDITURE REPORT

Page: 13

3/8/2018

11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 602 - FM 2325 Sidewalk				
Revenues				
Dept: 00				
5611 Interest Revenues	0.21	0.63	2.00	31.50
Dept: 00	0.21	0.63	2.00	31.50
Revenues	0.21	0.63	2.00	31.50
Net Effect for FM 2325 Sidewalk	0.21	0.63	2.00	31.50
Change in Fund Balance:	0.21	0.63		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 1

3/21/2018

12:47 pm

City of Wimberley

As of: 12/31/2017

Balances

Fund: 603 - TML Claim Fund**Assets**

1031 TML Claim Fund	0.00
1150 Accounts Receivable	0.00
1301 Due from General	0.00

Total Assets0.00**Liabilities**

2080 Due to General	0.00
2610 Unavailable Ins. Proceeds	0.00

Total Liabilities0.00**Reserves/Balances**

3600 Fund Balance - Uncommitted	0.00
3650 Net Excess (Deficit)	0.00

Total Reserves/Balances0.00**Total Liabilities & Balances**0.00

REVENUE/EXPENDITURE REPORT

Page: 14
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 603 - TML Claim Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5611 Interest Revenues	0.00	0.00	0.00	0.00
5702 Insurance Proceeds	0.00	0.00	0.00	0.00
ADMINISTRATION	0.00	0.00	0.00	0.00
Revenues	0.00	0.00	0.00	0.00
Expenditures				
Dept: 31 ROADS				
6795 Capital Outlay - Roads	0.00	0.00	0.00	0.00
ROADS	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for TML Claim Fund	0.00	0.00	0.00	0.00
Change in Fund Balance:				

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 9

3/8/2018

10:56 am

City of Wimberley

As of: 12/31/2017

Balances

Fund: 604 - WW Collection & Treatment Plan

Assets

1032 WW Bond Reserve Funds	237,911.23
1033 BOK Financial (82-2435-02-0)	243,150.21
1034 BOK Financial (82-2435-01-2)	4,923,386.11
1301 Due from General	0.00

Total Assets

5,404,447.55

Liabilities

2560 N TX General Obligation	5,255,000.00
------------------------------	--------------

Total Liabilities

5,255,000.00

Reserves/Balances

3650 Net Excess (Deficit)	149,447.55
---------------------------	------------

Total Reserves/Balances

149,447.55

Total Liabilities & Balances

5,404,447.55

REVENUE/EXPENDITURE REPORT

Page: 15
3/8/2018
11:00 am

City of Wimberley

CY MTD: 12/1/2017 to 12/31/2017 CY ATD: 10/1/2017 to
9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 604 - WW Collection & Treatment Plan				
Revenues				
Dept: 04 WATER/WASTEWATER				
5611 Interest Revenues	9.13	9.13	0.00	0.00
5612 Investment Income	3,085.42	3,085.42	0.00	0.00
5902 WW Bond Reserve Funds	5,102.90	243,005.00	0.00	0.00
WATER/WASTEWATER	8,197.45	246,099.55	0.00	0.00
Revenues	8,197.45	246,099.55	0.00	0.00
Expenditures				
Dept: 04 WATER/WASTEWATER				
6589 Records Management	96,652.00	96,652.00	0.00	0.00
WATER/WASTEWATER	96,652.00	96,652.00	0.00	0.00
Expenditures	96,652.00	96,652.00	0.00	0.00
Net Effect for WW Collection & Treatment Plan	-88,454.55	149,447.55	0.00	0.00
Change in Fund Balance:	-88,454.55	149,447.55		
Grand Total Net Effect:	-193,643.71	-205,007.04	-177,138.50	115.73

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 1

3/21/2018

12:57 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 100 - General Fund

Assets

1011 Petty Cash	350.00
1020 General Checking - ONB	1,067,330.01
1021 Certificate of Deposit - Ozone	228,859.64
1030 Texpool	179,554.78
1050 Sales Tax Receivable	101,619.54
1052 Mixed Bev Taxes Receivable	0.00
1053 Franchise Taxes Receivable	0.00
1150 Accounts Receivable	2,424.87
1151 Allowance for Uncoll Acct Rec	0.00
1210 Prepaid Expenses	0.00
1302 Due from Municipal Court	181.90
1304 Due from BHP	0.00
1305 Due from OTHERS	0.00
1306 Due from WW	0.00
1307 Due from TML Claim Fund	0.00

Total Assets

1,580,320.74

Liabilities

2010 Accounts Payable	53,537.53
2015 WCC Security Deposits Payable	8,200.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	15.84
2023 TML IEBP Payable	178.95
2060 Payable to Hays County	0.00
2073 TWC Payable	0.00
2074 TMRS Payable	720.84
2075 Septic Fees Payable	220.00
2081 Due to Others	0.00
2082 Due to BHP	0.00
2086 Due to Wastewater	0.00

Total Liabilities

62,873.16

Reserves/Balances

3310 Nonspendable Prepaids	3,876.00
3410 Restricted Funds	17,844.43
3510 Committed FB - Public Works	619,186.00
3520 Committed FB - New City Hall	0.00
3530 Committed FB - W/W on Square	541,787.00
3540 Committed FB-Future Grant Matc	386,991.00
3600 Fund Balance - Uncommitted	42,398.85
3601 Transfer	0.00
3602 Suspense	0.00
3650 Net Excess (Deficit)	-94,635.70

Total Reserves/Balances

1,517,447.58

Total Liabilities & Balances

1,580,320.74

REVENUE/EXPENDITURE REPORT

Page: 1
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5120 General Sales & Use Tax	101,619.53	235,683.05	848,918.00	27.76
5131 Mixed Beverage Tax	0.00	2,768.75	15,750.00	17.58
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5171 Franchise Tax	28,937.56	40,500.35	278,250.00	14.56
5211 Beer & Wine Permits	0.00	0.00	2,500.00	0.00
5212 Food Permits	1,625.00	6,950.00	12,000.00	57.92
5213 Septic Permits	1,350.00	5,150.00	12,000.00	42.92
5219 Sign Permits	135.00	790.00	2,000.00	39.50
5221 Building Permits	3,811.37	7,411.12	26,500.00	27.97
5340 Grant Funds	0.00	0.00	0.00	0.00
5410 CC Convenience Fees	5.74	5.74	0.00	0.00
5411 Court Costs, Fees & Charges	0.00	0.00	5,000.00	0.00
5413 Zoning	567.36	3,031.14	8,500.00	35.66
5414 Subdivision Fees	510.00	1,415.00	5,000.00	28.30
5415 Copies, Maps, Misc.	0.00	0.00	500.00	0.00
5416 Building Inspections	3,045.00	6,995.00	25,000.00	27.98
5417 Plan Reviews	1,170.00	4,680.00	17,500.00	26.74
5475 WCC Rental Fees	2,967.50	14,834.50	50,000.00	29.67
5611 Interest Revenues	261.58	960.28	1,000.00	96.03
5620 Parking Lot Lease	0.00	0.00	1,200.00	0.00
5621 Short-Term Rental	0.00	0.00	0.00	0.00
5630 Restroom Revenue	0.00	0.00	0.00	0.00
5701 Other/Misc Revenue	2,135.23	9,134.42	3,000.00	304.48
5799 Operating Transfer In	0.00	0.00	0.00	0.00
5900 Designated Funds	0.00	0.00	0.00	0.00
5901 FEMA Designated Funds	0.00	0.00	0.00	0.00
ADMINISTRATION	148,140.87	340,309.35	1,314,618.00	25.89
Revenues	148,140.87	340,309.35	1,314,618.00	25.89
Expenditures				
Dept: 15 ADMINISTRATION				
6110 Salaries & Wages- City Admin	0.00	0.00	101,000.00	0.00
6120 Salaries & Wages-CitySecretary	4,615.38	19,499.03	60,000.00	32.50

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 2
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6130 Salaries & Wages-FinanceClerk	2,800.00	10,633.44	36,400.00	29.21
6210 Health Care	746.61	2,315.76	32,459.00	7.13
6220 Payroll Taxes	567.27	2,378.53	18,160.00	13.10
6230 TMRS Contributions	210.03	432.44	5,547.00	7.80
6250 Unemployment Compensation	0.00	0.00	191.00	0.00
6270 Annual/Assoc DUES	425.00	525.00	2,786.00	18.84
6340 Technology Consultant	641.25	3,277.50	500.00	655.50
6370 Contract Services	15,824.00	59,735.65	13,000.00	459.51
6410 Utilities	997.92	2,391.30	7,500.00	31.88
6411 Telephone	519.74	1,202.14	5,054.00	23.79
6420 Office Cleaning	500.00	1,800.00	5,200.00	34.62
6430 Bldg Repairs/Maintenance	0.00	0.00	8,750.00	0.00
6433 Equip Maintenance	0.00	0.00	0.00	0.00
6441 Storage Rent	550.00	2,200.00	7,860.00	27.99
6442 Water Cooler	56.48	113.94	450.00	25.32
6443 Equipment Rent/Lease	587.64	3,804.27	8,506.00	44.72
6444 Parking Lot Lease	100.00	400.00	1,200.00	33.33
6520 Insurance	0.00	21,535.00	25,000.00	86.14
6521 Security System	170.64	511.92	684.00	74.84
6531 Public Notices	455.10	2,314.38	7,500.00	30.86
6532 Office Tech/Software	496.77	20,182.42	10,405.00	193.97
6540 Advertising	0.00	0.00	0.00	0.00
6551 Printing	35.00	210.00	500.00	42.00
6552 Copies/Misc	0.00	185.56	0.00	0.00
6569 Vehicle Allowance/Moving Exp	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	1,184.20	1,184.20	1,000.00	118.42
6571 Mileage	1,269.66	2,877.16	504.00	570.87
6572 Training	147.50	1,488.22	2,500.00	59.53
6573 Tuition Reimbursement	0.00	695.00	2,000.00	34.75
6580 Pay Comparability Adj	0.00	0.00	0.00	0.00
6581 Refunds	226.26	386.26	500.00	77.25
6589 Records Management	36.48	2,866.87	4,919.00	58.28
6610 General Operating Supplies	363.24	1,127.21	500.00	225.44
6651 Postage/Shipping	250.82	559.02	1,000.00	55.90
6660 Office Supplies	253.89	1,045.31	2,000.00	52.27

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 3
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6700 Bad Debt Expense	0.00	0.00	0.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	0.00	0.00
6791 Capital Outlay - Technology	0.00	0.00	12,000.00	0.00
6792 Capital Outlay - Other	6,250.00	6,250.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	306,760.00	0.00
ADMINISTRATION	40,280.88	174,127.53	692,335.00	25.15
Dept: 16 LEGAL				
6350 Legal	15,414.91	78,407.98	105,000.00	74.67
LEGAL	15,414.91	78,407.98	105,000.00	74.67
Dept: 17 COUNCIL/BOARD				
6320 Financial Mgmt Services	1,350.00	4,050.00	14,400.00	28.13
6330 Audit Svs	0.00	10,000.00	15,125.00	66.12
6382 Social Services Support	0.00	0.00	2,500.00	0.00
6533 Public Information	0.00	3,432.49	4,000.00	85.81
6541 Public Relations/Receptions	59.47	189.10	2,800.00	6.75
6572 Training	0.00	143.98	500.00	28.80
6590 Elections	0.00	0.00	3,000.00	0.00
6591 Planning	0.00	0.00	0.00	0.00
COUNCIL/BOARD	1,409.47	17,815.57	42,325.00	42.09
Dept: 18 BUILDING				
6360 Contract Inspections	1,545.00	8,525.00	25,000.00	34.10
6582 Site Plan Reviews	0.00	4,778.00	17,500.00	27.30
BUILDING	1,545.00	13,303.00	42,500.00	31.30
Dept: 21 PUBLIC SAFETY				
6220 Payroll Taxes	0.00	0.00	0.00	0.00
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	0.00	0.00	0.00	0.00
6370 Contract Services	0.00	18,252.50	73,010.00	25.00
6371 Sanitarian (Contract Labor)	2,996.96	7,332.90	15,000.00	48.89
6373 Animal Control	0.00	6,000.00	6,000.00	100.00
6431 Vehicle Maint/Insurance	0.00	0.00	0.00	0.00
6583 Fuel	0.00	41.30	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 4
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 21 PUBLIC SAFETY				
6610 General Operating Supplies	66.50	66.50	0.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC SAFETY	3,063.46	31,693.20	94,010.00	33.71
Dept: 25 MUNICIPAL COURT				
6380 Municipal Court Judge	0.00	0.00	6,000.00	0.00
6381 City Prosecutor	0.00	0.00	8,700.00	0.00
6532 Office Tech/Software	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	0.00	0.00
6571 Mileage	0.00	0.00	0.00	0.00
6572 Training	0.00	0.00	0.00	0.00
6610 General Operating Supplies	0.00	0.00	0.00	0.00
MUNICIPAL COURT	0.00	0.00	14,700.00	0.00
Dept: 30 PUBLIC WORKS				
6150 Salaries & Wages-PW Code Enfor	2,771.20	10,392.00	36,026.00	28.85
6160 Salaries & Wages - GIS/PlanTec	4,230.40	15,864.00	55,000.00	28.84
6180 Salaries & Wages- Maintenance	0.00	0.00	0.00	0.00
6210 Health Care	1,324.01	5,296.04	14,000.00	37.83
6220 Payroll Taxes	535.61	2,142.47	6,963.00	30.77
6230 TMRs Contributions	196.74	590.22	2,558.00	23.07
6250 Unemployment Compensation	0.00	6.27	50.00	12.54
6431 Vehicle Maint/Insurance	5.00	74.00	600.00	12.33
6532 Office Tech/Software	0.00	3,875.52	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	0.00	0.00
6571 Mileage	0.00	58.32	0.00	0.00
6572 Training	150.00	175.00	0.00	0.00
6583 Fuel	99.56	415.83	2,111.00	19.70
6610 General Operating Supplies	0.00	73.99	500.00	14.80
6612 Tools	0.00	0.00	500.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC WORKS	9,312.52	38,963.66	118,308.00	32.93
Dept: 31 ROADS				
6370 Contract Services	0.00	0.00	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 5
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 31 ROADS				
6372 Survey Services	0.00	0.00	0.00	0.00
6432 Road Maintenance	1,875.00	6,925.00	80,000.00	8.66
6470 Engineering - Roads	0.00	0.00	20,000.00	0.00
6584 Mowing/Trimming	0.00	3,965.00	20,000.00	19.83
6611 Signs/Barricades	195.00	370.82	5,000.00	7.42
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6795 Capital Outlay - Roads	0.00	0.00	100,000.00	0.00
ROADS	2,070.00	11,260.82	225,000.00	5.00
Dept: 33 WATER/WASTEWATER				
6561 State Sanitations Fees	0.00	0.00	500.00	0.00
6586 Quality Testing WW	0.00	0.00	5,000.00	0.00
6588 Public Restroom WW	2,747.81	12,539.40	20,000.00	62.70
6793 Capital Outlay - RR Trailer	0.00	38,420.00	38,500.00	99.79
WATER/WASTEWATER	2,747.81	50,959.40	64,000.00	79.62
Dept: 51 COMMUNITY CENTER				
6140 Salaries & Wages- WCC Director	0.00	0.00	20,000.00	0.00
6180 Salaries & Wages- Maintenance	2,930.55	13,995.70	23,400.00	59.81
6220 Payroll Taxes	224.19	1,139.71	3,320.00	34.33
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	17.48	23.94	60.00	39.90
6270 Annual/Assoc DUES	0.00	0.00	210.00	0.00
6370 Contract Services	0.00	517.20	0.00	0.00
6410 Utilities	2,795.96	8,585.74	27,500.00	31.22
6411 Telephone	97.75	751.62	1,250.00	60.13
6430 Bldg Repairs/Maintenance	193.72	1,998.72	5,000.00	39.97
6443 Equipment Rent/Lease	1.07	4.21	500.00	0.84
6521 Security System	150.98	603.92	2,000.00	30.20
6532 Office Tech/Software	117.62	117.62	500.00	23.52
6540 Advertising	0.00	504.00	2,500.00	20.16
6541 Public Relations/Receptions	41.42	269.07	750.00	35.88
6551 Printing	0.00	0.00	1,000.00	0.00
6610 General Operating Supplies	85.70	955.91	6,000.00	15.93
6651 Postage/Shipping	0.00	0.00	200.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 6
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 51 COMMUNITY CENTER				
6660 Office Supplies	0.00	251.62	500.00	50.32
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
COMMUNITY CENTER	6,656.44	29,718.98	94,690.00	31.39
Dept: 52 PARKS				
6585 NATURE TL / MT BALDY	191.34	657.42	2,500.00	26.30
PARKS	191.34	657.42	2,500.00	26.30
Dept: 90 Prior Period Adjustment				
9000 Prior Period Adjustment	0.00	0.00	0.00	0.00
Prior Period Adjustment	0.00	0.00	0.00	0.00
Expenditures	82,691.83	446,907.56	1,495,368.00	29.89
Net Effect for General Fund	65,449.04	-106,598.21	-180,750.00	58.98
Change in Fund Balance:	65,449.04	-110,669.79		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 2

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 200 - Blue Hole Parkland

Assets

1011 Petty Cash	600.00
1022 BH Parkland - ONB	402,510.75
1301 Due from General	0.00

Total Assets

403,110.75

Liabilities

2010 Accounts Payable	5,371.14
2016 BHP Deposits Payable	800.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	744.96
2071 Sales Tax Payable	-8.21
2073 TWC Payable	0.00
2074 TMRS Payable	421.47
2080 Due to General	0.00
2081 Due to Others	0.00

Total Liabilities

7,329.36

Reserves/Balances

3600 Fund Balance - Uncommitted	475,911.73
3601 Transfer	0.00
3650 Net Excess (Deficit)	-80,130.34

Total Reserves/Balances

395,781.39

Total Liabilities & Balances

403,110.75

REVENUE/EXPENDITURE REPORT

Page: 7
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Revenues				
Dept: 52 PARKS				
5472 Gate Fees	0.00	0.00	271,047.00	0.00
5474 Park Rentals/Campgrounds	70.00	5,630.00	10,000.00	56.30
5476 Special Events	0.00	0.00	25,000.00	0.00
5479 Vending/Merchandise	0.00	108.25	7,500.00	1.44
5611 Interest Revenues	17.57	76.22	150.00	50.81
5701 Other/Misc Revenue	0.00	79.00	1,000.00	7.90
5900 Designated Funds	0.00	0.00	0.00	0.00
PARKS	87.57	5,893.47	314,697.00	1.87
Revenues	87.57	5,893.47	314,697.00	1.87
Expenditures				
Dept: 52 PARKS				
6141 Salaries & Wages- Park Manager	3,846.16	14,422.76	50,000.00	28.85
6180 Salaries & Wages- Maintenance	2,692.30	10,095.85	35,000.00	28.85
6181 Salaries & Wages - PT Seasonal	3,087.83	13,504.48	76,749.00	17.60
6182 Salaries & Wages - Laborer	1,891.20	7,092.01	24,600.00	28.83
6210 Health Care	1,948.16	7,792.64	23,316.00	33.42
6220 Payroll Taxes	824.20	3,405.16	14,256.00	23.89
6230 TMRS Contributions	236.87	686.63	3,080.00	22.29
6250 Unemployment Compensation	18.22	18.22	993.00	1.83
6374 Contract Services	142.50	4,150.50	32,200.00	12.89
6410 Utilities	1,337.48	4,965.11	16,253.00	30.55
6411 Telephone	224.42	896.66	2,100.00	42.70
6431 Vehicle Maint/Insurance	7.50	282.17	500.00	56.43
6433 Equip Maintenance	205.36	205.36	1,000.00	20.54
6443 Equipment Rent/Lease	0.00	283.14	3,000.00	9.44
6532 Office Tech/Software	0.00	0.00	0.00	0.00
6562 BH CC Processing Fees	0.00	206.61	4,000.00	5.17
6570 Travel/Hospitality	0.00	0.00	400.00	0.00
6571 Mileage	0.00	0.00	200.00	0.00
6572 Training	0.00	265.00	1,500.00	17.67
6581 Refunds	0.00	1,500.00	0.00	0.00
6583 Fuel	31.49	317.69	1,000.00	31.77

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 8
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Expenditures				
Dept: 52 PARKS				
6584 Mowing/Trimming	1,450.00	1,450.00	2,000.00	72.50
6610 General Operating Supplies	2,623.46	5,750.00	25,000.00	23.00
6613 Materials	2,194.00	2,229.99	6,000.00	37.17
6615 Bldg & Maint Supplies	0.00	0.00	4,500.00	0.00
6651 Postage/Shipping	0.00	0.00	50.00	0.00
6660 Office Supplies	105.45	503.83	500.00	100.77
6794 Capital Outlay - Equipmt/Other	0.00	6,000.00	6,500.00	92.31
PARKS	22,866.60	86,023.81	334,697.00	25.70
Expenditures	22,866.60	86,023.81	334,697.00	25.70
Net Effect for Blue Hole Parkland	-22,779.03	-80,130.34	-20,000.00	400.65
Change in Fund Balance:	-22,779.03	-80,130.34		

BALANCE SHEET

Page: 3

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 201 - Municipal Court**Assets**

1023 Municipal Court - ONB

10,228.45

1024 MC Bonds - ONB

76.00

Total Assets**10,304.45****Liabilities**

2010 Accounts Payable

390.40

2076 Municipal Court Cost Payable

60.19

2080 Due to General

-208.50

Total Liabilities**242.09****Reserves/Balances**

3600 Fund Balance - Uncommitted

10,058.62

3601 Transfer

0.00

3650 Net Excess (Deficit)

3.74

Total Reserves/Balances**10,062.36****Total Liabilities & Balances****10,304.45**

REVENUE/EXPENDITURE REPORT

Page: 9
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 201 - Municipal Court				
Revenues				
Dept: 00				
5410 CC Convenience Fees	0.00	0.00	0.00	0.00
5514 Court Technology Fees	0.00	0.00	500.00	0.00
5515 Building Security Fees	0.00	0.00	1,050.00	0.00
5516 Child Safety Fees	0.00	0.00	500.00	0.00
5517 Judicial Efficiency Fees	0.00	0.00	1,000.00	0.00
5611 Interest Revenues	0.88	3.74	0.00	0.00
5701 Other/Misc Revenue	0.00	0.00	0.00	0.00
Dept: 00	0.88	3.74	3,050.00	0.12
Revenues	0.88	3.74	3,050.00	0.12
Expenditures				
Dept: 00				
6532 Office Tech/Software	0.00	0.00	500.00	0.00
6551 Printing	0.00	0.00	250.00	0.00
6614 Signage	0.00	0.00	250.00	0.00
6660 Office Supplies	0.00	0.00	1,000.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	1,050.00	0.00
Dept: 00	0.00	0.00	3,050.00	0.00
Expenditures	0.00	0.00	3,050.00	0.00
Net Effect for Municipal Court	0.88	3.74	0.00	0.00
Change in Fund Balance:	0.88	3.74		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 4

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 202 - Wastewater Fund

Assets

1027 Wastewater - ONB	37,515.69
1028 WW Construction Fund	22,807.27
1029 WW Int & Sinking Fund	132,303.54
1150 Accounts Receivable	618.00
1152 Tax Notes 2013-Restricted Cash	31,343.22
1301 Due from General	0.00
1729 WW Reclamation Facility	564,015.37
1730 Utility Plant - WW	223,970.00
1731 Accumulated Deprec.-Bldgs	-33,525.50

Total Assets

979,047.59

Liabilities

2010 Accounts Payable	12,209.21
2080 Due to General	0.00
2140 Accrued Interest Payable	3,568.08
2240 Notes Payable - Current	122,717.00
2550 Notes Payable - Utility Plant	29,431.00
2551 Notes Payable-Tax Notes 2013	190,000.00

Total Liabilities

357,925.29

Reserves/Balances

3600 Fund Balance - Uncommitted	300,410.66
3601 Transfer	0.00
3610 Net Invest in Capital Assets	443,654.87
3650 Net Excess (Deficit)	-122,943.23

Total Reserves/Balances

621,122.30

Total Liabilities & Balances

979,047.59

REVENUE/EXPENDITURE REPORT

Page: 10
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 202 - Wastewater Fund				
Revenues				
Dept: 04 WATER/WASTEWATER				
5340 Grant Funds	0.00	0.00	0.00	0.00
5400 WW Service Fees	9,898.00	39,592.00	118,776.00	33.33
5611 Interest Revenues	9.15	47.16	130.00	36.28
5799 Operating Transfer In	0.00	0.00	388,973.00	0.00
WATER/WASTEWATER	9,907.15	39,639.16	507,879.00	7.80
Revenues	9,907.15	39,639.16	507,879.00	7.80
Expenditures				
Dept: 04 WATER/WASTEWATER				
6374 Contract Services	5,952.43	125,291.93	167,549.50	74.78
6410 Utilities	1,091.24	2,990.88	10,000.00	29.91
6411 Telephone	144.58	144.58	0.00	0.00
6589 Records Management	0.00	0.00	0.00	0.00
6610 General Operating Supplies	0.00	0.00	0.00	0.00
6660 Office Supplies	0.00	0.00	0.00	0.00
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	31,250.00	31,250.00	100.00
6799 Project Manager-WW Project	0.00	0.00	175,000.00	0.00
6800 Depreciation	0.00	0.00	0.00	0.00
6900 Wastewater Debt Service - Prin	0.00	0.00	100,510.00	0.00
6901 Wastewater Debt Service - Int	2,905.00	2,905.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	0.00	0.00
WATER/WASTEWATER	10,093.25	162,582.39	484,309.50	33.57
Expenditures	10,093.25	162,582.39	484,309.50	33.57
Net Effect for Wastewater Fund	-186.10	-122,943.23	23,569.50	-521.62
Change in Fund Balance:	-186.10	-122,943.23		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 5

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 205 - Hotel Occupancy Tax**Assets**

1019 Hotel Occupancy Tax 299,182.95

1055 Hotel Occupancy Receivable 0.00

Total Assets**299,182.95****Liabilities**

2010 Accounts Payable 0.00

Total Liabilities**0.00****Reserves/Balances**

3560 FB Committed-Emergency Plan 5,000.00

3600 Fund Balance - Uncommitted 296,477.36

3650 Net Excess (Deficit) -2,294.41

Total Reserves/Balances**299,182.95****Total Liabilities & Balances****299,182.95**

REVENUE/EXPENDITURE REPORT

Page: 11
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 205 - Hotel Occupancy Tax				
Revenues				
Dept: 15 ADMINISTRATION				
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5611 Interest Revenues	12.70	50.59	0.00	0.00
ADMINISTRATION	12.70	50.59	0.00	0.00
Revenues	12.70	50.59	0.00	0.00
Expenditures				
Dept: 15 ADMINISTRATION				
6592 HOT Disbursements	0.00	2,345.00	0.00	0.00
ADMINISTRATION	0.00	2,345.00	0.00	0.00
Expenditures	0.00	2,345.00	0.00	0.00
Net Effect for Hotel Occupancy Tax	12.70	-2,294.41	0.00	0.00
Change in Fund Balance:	12.70	-2,294.41		

BALANCE SHEET

Page: 6

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 600 - BHP Development Projects**Assets**

1025 BH Development - ONB

18,740.88

Total Assets**18,740.88****Liabilities**

2010 Accounts Payable

0.00

Total Liabilities**0.00****Reserves/Balances**

3550 FB Committed - Soccer Fields

109,279.00

3600 Fund Balance - Uncommitted

-90,544.43

3650 Net Excess (Deficit)

6.31

Total Reserves/Balances**18,740.88****Total Liabilities & Balances****18,740.88**

REVENUE/EXPENDITURE REPORT

Page: 12
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 600 - BHP Development Projects				
Revenues				
Dept: 00				
5611 Interest Revenues	1.59	6.31	40.00	15.78
Dept: 00	1.59	6.31	40.00	15.78
Revenues	1.59	6.31	40.00	15.78
Expenditures				
Dept: 00				
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
6798 Capital Outlay-Development	0.00	0.00	0.00	0.00
Dept: 00	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for BHP Development Projects	1.59	6.31	40.00	15.78
Change in Fund Balance:	1.59	6.31		

BALANCE SHEET

Page: 7

3/8/2018

12:29 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 602 - FM 2325 Sidewalk

Assets

1026 FM 2325 Sidewalks - ONB

5,022.90

Total Assets

5,022.90

Reserves/Balances

3600 Fund Balance - Uncommitted

5,022.06

3650 Net Excess (Deficit)

0.84

Total Reserves/Balances

5,022.90

Total Liabilities & Balances

5,022.90

REVENUE/EXPENDITURE REPORT

Page: 13
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 602 - FM 2325 Sidewalk				
Revenues				
Dept: 00				
5611 Interest Revenues	0.21	0.84	2.00	42.00
Dept: 00	0.21	0.84	2.00	42.00
Revenues	0.21	0.84	2.00	42.00
Net Effect for FM 2325 Sidewalk	0.21	0.84	2.00	42.00
Change in Fund Balance:	0.21	0.84		

BALANCE SHEET

Page: 1

3/21/2018

12:58 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 603 - TML Claim Fund**Assets**

1031 TML Claim Fund	0.00
1150 Accounts Receivable	0.00
1301 Due from General	0.00

Total Assets**0.00****Liabilities**

2080 Due to General	0.00
2610 Unavailable Ins. Proceeds	0.00

Total Liabilities**0.00****Reserves/Balances**

3600 Fund Balance - Uncommitted	0.00
3650 Net Excess (Deficit)	0.00

Total Reserves/Balances**0.00****Total Liabilities & Balances****0.00**

REVENUE/EXPENDITURE REPORT

Page: 14
3/8/2018
12:31 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 603 - TML Claim Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5611 Interest Revenues	0.00	0.00	0.00	0.00
5702 Insurance Proceeds	0.00	0.00	0.00	0.00
ADMINISTRATION	0.00	0.00	0.00	0.00
Revenues	0.00	0.00	0.00	0.00
Expenditures				
Dept: 31 ROADS				
6795 Capital Outlay - Roads	0.00	0.00	0.00	0.00
ROADS	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for TML Claim Fund	0.00	0.00	0.00	0.00
Change in Fund Balance:				

BALANCE SHEET

Page: 1

3/21/2018

2:08 pm

City of Wimberley

As of: 1/31/2018

Balances

Fund: 604 - WW Collection & Treatment Plan

Assets

1032 WW Bond Reserve Funds	237,931.44
1033 BOK Financial (82-2435-02-0)	243,305.87
1034 BOK Financial (82-2435-01-2)	4,926,538.00
1301 Due from General	0.00

Total Assets	5,407,775.31
--------------	--------------

Liabilities

2560 N TX General Obligation	5,255,000.00
------------------------------	--------------

Total Liabilities	5,255,000.00
-------------------	--------------

Reserves/Balances

3650 Net Excess (Deficit)	152,775.31
---------------------------	------------

Total Reserves/Balances	152,775.31
-------------------------	------------

Total Liabilities & Balances	5,407,775.31
------------------------------	--------------

REVENUE/EXPENDITURE REPORT

Page: 1
3/21/2018
2:09 pm

City of Wimberley

CY MTD: 1/1/2018 to 1/31/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 604 - WW Collection & Treatment Plan				
Revenues				
Dept: 04 WATER/WASTEWATER				
5611 Interest Revenues	20.21	29.34	0.00	0.00
5612 Investment Income	3,307.55	6,392.97	0.00	0.00
5902 WW Bond Reserve Funds	0.00	243,005.00	0.00	0.00
WATER/WASTEWATER	3,327.76	249,427.31	0.00	0.00
Revenues	3,327.76	249,427.31	0.00	0.00
Expenditures				
Dept: 04 WATER/WASTEWATER				
6589 Records Management	0.00	96,652.00	0.00	0.00
WATER/WASTEWATER	0.00	96,652.00	0.00	0.00
Expenditures	0.00	96,652.00	0.00	0.00
Net Effect for WW Collection & Treatment Plan	3,327.76	152,775.31	0.00	0.00
Change in Fund Balance:	3,327.76	152,775.31		
Grand Total Net Effect:	3,327.76	152,775.31	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 1

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 100 - General Fund

Assets

1011 Petty Cash	350.00
1020 General Checking - ONB	1,093,058.21
1021 Certificate of Deposit - Ozona	228,878.45
1030 Texpool	179,739.88
1050 Sales Tax Receivable	55,437.30
1052 Mixed Bev Taxes Receivable	0.00
1053 Franchise Taxes Receivable	0.00
1150 Accounts Receivable	2,461.06
1151 Allowance for Uncoll Acct Rec	0.00
1210 Prepaid Expenses	0.00
1302 Due from Municipal Court	181.90
1304 Due from BHP	0.00
1305 Due from OTHERS	0.00
1306 Due from WW	0.00
1307 Due from TML Claim Fund	0.00

Total Assets

1,560,106.80

Liabilities

2010 Accounts Payable	49,116.10
2015 WCC Security Deposits Payable	8,400.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	15.84
2023 TML IEBP Payable	178.95
2060 Payable to Hays County	0.00
2073 TWC Payable	0.00
2074 TMRS Payable	720.83
2075 Septic Fees Payable	230.00
2081 Due to Others	0.00
2082 Due to BHP	0.00
2086 Due to Wastewater	0.00

Total Liabilities

58,661.72

Reserves/Balances

3310 Nonspendable Prepaids	3,876.00
3410 Restricted Funds	17,844.43
3510 Committed FB - Public Works	619,186.00
3520 Committed FB - New City Hall	0.00
3530 Committed FB - W/W on Square	541,787.00
3540 Committed FB-Future Grant Matc	386,991.00
3600 Fund Balance - Uncommitted	42,398.85
3601 Transfer	0.00
3602 Suspense	0.00
3650 Net Excess (Deficit)	-110,638.20

Total Reserves/Balances

1,501,445.08

Total Liabilities & Balances

1,560,106.80

REVENUE/EXPENDITURE REPORT

Page: 1
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5120 General Sales & Use Tax	55,437.29	291,120.34	848,918.00	34.29
5131 Mixed Beverage Tax	0.00	2,768.75	15,750.00	17.58
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5171 Franchise Tax	16,035.81	56,536.16	278,250.00	20.32
5211 Beer & Wine Permits	0.00	0.00	2,500.00	0.00
5212 Food Permits	1,650.00	8,600.00	12,000.00	71.67
5213 Septic Permits	400.00	5,550.00	12,000.00	46.25
5219 Sign Permits	135.00	925.00	2,000.00	46.25
5221 Building Permits	1,746.25	9,157.37	26,500.00	34.56
5340 Grant Funds	0.00	0.00	0.00	0.00
5410 CC Convenience Fees	37.69	43.43	0.00	0.00
5411 Court Costs, Fees & Charges	0.00	0.00	5,000.00	0.00
5413 Zoning	131.34	3,162.48	8,500.00	37.21
5414 Subdivision Fees	0.00	1,415.00	5,000.00	28.30
5415 Copies, Maps, Misc.	0.00	0.00	500.00	0.00
5416 Building Inspections	2,000.00	8,995.00	25,000.00	35.98
5417 Plan Reviews	325.00	5,005.00	17,500.00	28.60
5475 WCC Rental Fees	2,658.00	17,492.50	50,000.00	34.99
5611 Interest Revenues	246.32	1,206.60	1,000.00	120.66
5620 Parking Lot Lease	0.00	0.00	1,200.00	0.00
5621 Short-Term Rental	0.00	0.00	0.00	0.00
5630 Restroom Revenue	0.00	0.00	0.00	0.00
5701 Other/Misc Revenue	2,455.12	11,589.54	3,000.00	386.32
5799 Operating Transfer In	0.00	0.00	0.00	0.00
5900 Designated Funds	0.00	0.00	0.00	0.00
5901 FEMA Designated Funds	0.00	0.00	0.00	0.00
ADMINISTRATION	83,257.82	423,567.17	1,314,618.00	32.22
Revenues	83,257.82	423,567.17	1,314,618.00	32.22
Expenditures				
Dept: 15 ADMINISTRATION				
6110 Salaries & Wages- City Admin	0.00	0.00	101,000.00	0.00
6120 Salaries & Wages-CitySecretary	4,615.38	24,114.41	60,000.00	40.19

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 2
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6130 Salaries & Wages-FinanceClerk	2,800.00	13,433.44	36,400.00	36.91
6210 Health Care	748.11	3,063.87	32,459.00	9.44
6220 Payroll Taxes	567.29	2,945.82	18,160.00	16.22
6230 TMRS Contributions	697.05	1,129.49	5,547.00	20.36
6250 Unemployment Compensation	0.00	0.00	191.00	0.00
6270 Annual/Assoc DUES	680.00	1,205.00	2,786.00	43.25
6340 Technology Consultant	95.00	3,372.50	500.00	674.50
6370 Contract Services	18,135.75	77,871.40	13,000.00	599.01
6410 Utilities	152.92	2,544.22	7,500.00	33.92
6411 Telephone	421.52	1,623.66	5,054.00	32.13
6420 Office Cleaning	0.00	1,800.00	5,200.00	34.62
6430 Bldg Repairs/Maintenance	400.00	400.00	8,750.00	4.57
6433 Equip Maintenance	0.00	0.00	0.00	0.00
6441 Storage Rent	550.00	2,750.00	7,860.00	34.99
6442 Water Cooler	36.74	150.68	450.00	33.48
6443 Equipment Rent/Lease	475.05	4,279.32	8,506.00	50.31
6444 Parking Lot Lease	100.00	500.00	1,200.00	41.67
6520 Insurance	0.00	21,535.00	25,000.00	86.14
6521 Security System	0.00	511.92	684.00	74.84
6531 Public Notices	257.18	2,571.56	7,500.00	34.29
6532 Office Tech/Software	-9,356.33	10,826.09	10,405.00	104.05
6540 Advertising	0.00	0.00	0.00	0.00
6551 Printing	35.00	245.00	500.00	49.00
6552 Copies/Misc	0.00	185.56	0.00	0.00
6562 CC Processing Fees	39.65	39.65	0.00	0.00
6569 Vehicle Allowance/Moving Exp	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	248.31	1,432.51	1,000.00	143.25
6571 Mileage	1,097.96	3,975.12	504.00	788.71
6572 Training	0.00	1,488.22	2,500.00	59.53
6573 Tuition Reimbursement	0.00	695.00	2,000.00	34.75
6580 Pay Comparability Adj	0.00	0.00	0.00	0.00
6581 Refunds	350.00	736.26	500.00	147.25
6589 Records Management	32.52	2,899.39	4,919.00	58.94
6610 General Operating Supplies	169.00	1,296.21	500.00	259.24
6651 Postage/Shipping	0.00	559.02	1,000.00	55.90

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 3
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 15 ADMINISTRATION				
6660 Office Supplies	271.52	1,316.83	2,000.00	65.84
6700 Bad Debt Expense	0.00	0.00	0.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	0.00	0.00
6791 Capital Outlay - Technology	10,259.00	10,259.00	12,000.00	85.49
6792 Capital Outlay - Other	0.00	6,250.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	306,760.00	0.00
ADMINISTRATION	33,878.62	208,006.15	692,335.00	30.04
Dept: 16 LEGAL				
6350 Legal	32,208.27	97,792.16	105,000.00	93.14
LEGAL	32,208.27	97,792.16	105,000.00	93.14
Dept: 17 COUNCIL/BOARD				
6320 Financial Mgmt Services	1,350.00	4,050.00	14,400.00	28.13
6330 Audit Svs	5,250.00	15,250.00	15,125.00	100.83
6382 Social Services Support	0.00	0.00	2,500.00	0.00
6533 Public Information	0.00	3,432.49	4,000.00	85.81
6541 Public Relations/Receptions	73.75	262.85	2,800.00	9.39
6572 Training	0.00	143.98	500.00	28.80
6590 Elections	0.00	0.00	3,000.00	0.00
6591 Planning	0.00	0.00	0.00	0.00
COUNCIL/BOARD	6,673.75	23,139.32	42,325.00	54.67
Dept: 18 BUILDING				
6360 Contract Inspections	1,460.00	10,075.00	25,000.00	40.30
6582 Site Plan Reviews	0.00	4,778.00	17,500.00	27.30
BUILDING	1,460.00	14,853.00	42,500.00	34.95
Dept: 21 PUBLIC SAFETY				
6220 Payroll Taxes	0.00	0.00	0.00	0.00
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	0.00	0.00	0.00	0.00
6370 Contract Services	0.00	18,252.50	73,010.00	25.00
6371 Sanitarian (Contract Labor)	2,062.61	9,395.51	15,000.00	62.64
6373 Animal Control	0.00	6,000.00	6,000.00	100.00
6431 Vehicle Maint/Insurance	0.00	0.00	0.00	0.00

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 4
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 21 PUBLIC SAFETY				
6583 Fuel	0.00	41.30	0.00	0.00
6610 General Operating Supplies	0.00	66.50	0.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC SAFETY	2,062.61	33,755.81	94,010.00	35.91
Dept: 25 MUNICIPAL COURT				
6380 Municipal Court Judge	0.00	0.00	6,000.00	0.00
6381 City Prosecutor	0.00	0.00	8,700.00	0.00
6532 Office Tech/Software	0.00	0.00	0.00	0.00
6570 Travel/Hospitality	331.70	331.70	0.00	0.00
6571 Mileage	0.00	0.00	0.00	0.00
6572 Training	0.00	0.00	0.00	0.00
6610 General Operating Supplies	343.08	343.08	0.00	0.00
MUNICIPAL COURT	674.78	674.78	14,700.00	4.59
Dept: 30 PUBLIC WORKS				
6150 Salaries & Wages-PW Code Enfor	2,632.64	13,024.64	36,026.00	36.15
6160 Salaries & Wages - GIS/PlanTec	4,368.96	20,232.96	55,000.00	36.79
6180 Salaries & Wages- Maintenance	0.00	0.00	0.00	0.00
6210 Health Care	1,324.01	6,620.05	14,000.00	47.29
6220 Payroll Taxes	535.63	2,678.10	6,963.00	38.46
6230 TMRs Contributions	658.15	1,248.37	2,558.00	48.80
6250 Unemployment Compensation	0.00	6.27	50.00	12.54
6431 Vehicle Maint/Insurance	0.00	74.00	600.00	12.33
6532 Office Tech/Software	0.00	3,875.52	0.00	0.00
6570 Travel/Hospitality	0.00	0.00	0.00	0.00
6571 Mileage	0.00	58.32	0.00	0.00
6572 Training	0.00	175.00	0.00	0.00
6583 Fuel	109.29	525.12	2,111.00	24.88
6610 General Operating Supplies	35.75	109.74	500.00	21.95
6612 Tools	0.00	0.00	500.00	0.00
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
PUBLIC WORKS	9,664.43	48,628.09	118,308.00	41.10
Dept: 31 ROADS				

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 5
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 31 ROADS				
6370 Contract Services	0.00	0.00	0.00	0.00
6372 Survey Services	0.00	0.00	0.00	0.00
6432 Road Maintenance	225.00	7,150.00	80,000.00	8.94
6470 Engineering - Roads	0.00	0.00	20,000.00	0.00
6584 Mowing/Trimming	2,600.00	5,765.00	20,000.00	28.83
6611 Signs/Barricades	0.00	370.82	5,000.00	7.42
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6795 Capital Outlay - Roads	0.00	0.00	100,000.00	0.00
ROADS	2,825.00	13,285.82	225,000.00	5.90
Dept: 33 WATER/WASTEWATER				
6561 State Sanitations Fees	0.00	0.00	500.00	0.00
6586 Quality Testing WW	0.00	0.00	5,000.00	0.00
6588 Public Restroom WW	2,385.35	13,774.75	20,000.00	68.87
6793 Capital Outlay - RR Trailer	0.00	38,420.00	38,500.00	99.79
WATER/WASTEWATER	2,385.35	52,194.75	64,000.00	81.55
Dept: 51 COMMUNITY CENTER				
6140 Salaries & Wages- WCC Director	0.00	0.00	20,000.00	0.00
6180 Salaries & Wages- Maintenance	4,202.95	18,198.65	23,400.00	77.77
6220 Payroll Taxes	321.52	1,461.23	3,320.00	44.01
6230 TMRS Contributions	0.00	0.00	0.00	0.00
6250 Unemployment Compensation	0.00	23.94	60.00	39.90
6270 Annual/Assoc DUES	0.00	0.00	210.00	0.00
6370 Contract Services	0.00	517.20	0.00	0.00
6410 Utilities	729.60	9,315.34	27,500.00	33.87
6411 Telephone	97.75	849.37	1,250.00	67.95
6430 Bldg Repairs/Maintenance	1,267.57	3,266.29	5,000.00	65.33
6443 Equipment Rent/Lease	1.07	5.28	500.00	1.06
6521 Security System	150.98	754.90	2,000.00	37.75
6532 Office Tech/Software	152.62	270.24	500.00	54.05
6540 Advertising	0.00	504.00	2,500.00	20.16
6541 Public Relations/Receptions	0.00	269.07	750.00	35.88
6551 Printing	4.64	4.64	1,000.00	0.46
6610 General Operating Supplies	293.52	1,249.43	6,000.00	20.82

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 6
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 100 - General Fund				
Expenditures				
Dept: 51 COMMUNITY CENTER				
6651 Postage/Shipping	0.00	0.00	200.00	0.00
6660 Office Supplies	13.96	265.58	500.00	53.12
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
COMMUNITY CENTER	7,236.18	36,955.16	94,690.00	39.03
Dept: 52 PARKS				
6585 NATURE TL / MT BALDY	191.33	848.75	2,500.00	33.95
PARKS	191.33	848.75	2,500.00	33.95
Dept: 90 Prior Period Adjustment				
9000 Prior Period Adjustment	0.00	0.00	0.00	0.00
Prior Period Adjustment	0.00	0.00	0.00	0.00
Expenditures	99,260.32	530,133.79	1,495,368.00	35.45
Net Effect for General Fund	-16,002.50	-106,566.62	-180,750.00	58.96
Change in Fund Balance:	-16,002.50	-110,638.20		

BALANCE SHEET

Page: 2

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 200 - Blue Hole Parkland

Assets

1011 Petty Cash	600.00
1022 BH Parkland - ONB	382,300.08
1301 Due from General	0.00

Total Assets

382,900.08

Liabilities

2010 Accounts Payable	4,680.46
2016 BHP Deposits Payable	600.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	682.86
2071 Sales Tax Payable	-8.21
2073 TWC Payable	0.00
2074 TMRS Payable	421.47
2080 Due to General	0.00
2081 Due to Others	0.00

Total Liabilities

6,376.58

Reserves/Balances

3600 Fund Balance - Uncommitted	475,911.73
3601 Transfer	0.00
3650 Net Excess (Deficit)	-99,388.23

Total Reserves/Balances

376,523.50

Total Liabilities & Balances

382,900.08

REVENUE/EXPENDITURE REPORT

Page: 7
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Revenues				
Dept: 52 PARKS				
5472 Gate Fees	118.00	118.00	271,047.00	0.04
5474 Park Rentals/Campgrounds	0.00	5,630.00	10,000.00	56.30
5476 Special Events	0.00	0.00	25,000.00	0.00
5479 Vending/Merchandise	0.00	108.25	7,500.00	1.44
5611 Interest Revenues	15.09	91.31	150.00	60.87
5701 Other/Misc Revenue	0.00	79.00	1,000.00	7.90
5900 Designated Funds	0.00	0.00	0.00	0.00
PARKS	133.09	6,026.56	314,697.00	1.92
Revenues	133.09	6,026.56	314,697.00	1.92
Expenditures				
Dept: 52 PARKS				
6141 Salaries & Wages- Park Manager	3,846.16	18,268.92	50,000.00	36.54
6180 Salaries & Wages- Maintenance	2,692.30	12,788.15	35,000.00	36.54
6181 Salaries & Wages - PT Seasonal	3,413.27	16,917.75	76,749.00	22.04
6182 Salaries & Wages - Laborer	1,891.20	8,983.21	24,600.00	36.52
6210 Health Care	1,948.16	9,740.80	23,316.00	41.78
6220 Payroll Taxes	849.17	4,254.33	14,256.00	29.84
6230 TMRS Contributions	792.39	1,479.02	3,080.00	48.02
6250 Unemployment Compensation	0.00	18.22	993.00	1.83
6374 Contract Services	0.00	4,150.50	32,200.00	12.89
6410 Utilities	597.54	5,562.65	16,253.00	34.23
6411 Telephone	374.41	1,271.07	2,100.00	60.53
6431 Vehicle Maint/Insurance	0.00	282.17	500.00	56.43
6433 Equip Maintenance	0.00	205.36	1,000.00	20.54
6443 Equipment Rent/Lease	0.00	283.14	3,000.00	9.44
6532 Office Tech/Software	35.00	35.00	0.00	0.00
6562 CC Processing Fees	2.57	209.18	4,000.00	5.23
6570 Travel/Hospitality	0.00	0.00	400.00	0.00
6571 Mileage	0.00	0.00	200.00	0.00
6572 Training	0.00	265.00	1,500.00	17.67
6581 Refunds	0.00	1,500.00	0.00	0.00
6583 Fuel	157.05	474.74	1,000.00	47.47

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

Page: 8
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 200 - Blue Hole Parkland				
Expenditures				
Dept: 52 PARKS				
6584 Mowing/Trimming	0.00	1,450.00	2,000.00	72.50
6610 General Operating Supplies	2,384.76	8,134.76	25,000.00	32.54
6613 Materials	407.00	2,636.99	6,000.00	43.95
6615 Bldg & Maint Supplies	0.00	0.00	4,500.00	0.00
6651 Postage/Shipping	0.00	0.00	50.00	0.00
6660 Office Supplies	0.00	503.83	500.00	100.77
6794 Capital Outlay - Equipmt/Other	0.00	6,000.00	6,500.00	92.31
PARKS	19,390.98	105,414.79	334,697.00	31.50
Expenditures	19,390.98	105,414.79	334,697.00	31.50
Net Effect for Blue Hole Parkland	-19,257.89	-99,388.23	-20,000.00	496.94
Change in Fund Balance:	-19,257.89	-99,388.23		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 3

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 201 - Municipal Court**Assets**

1023 Municipal Court - ONB

10,229.23

1024 MC Bonds - ONB

76.00

Total Assets**10,305.23****Liabilities**

2010 Accounts Payable

390.40

2076 Municipal Court Cost Payable

60.19

2080 Due to General

-208.50

Total Liabilities**242.09****Reserves/Balances**

3600 Fund Balance - Uncommitted

10,058.62

3601 Transfer

0.00

3650 Net Excess (Deficit)

4.52

Total Reserves/Balances**10,063.14****Total Liabilities & Balances****10,305.23**

REVENUE/EXPENDITURE REPORT

Page: 9
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 201 - Municipal Court				
Revenues				
Dept: 00				
5410 CC Convenience Fees	0.00	0.00	0.00	0.00
5514 Court Technology Fees	0.00	0.00	500.00	0.00
5515 Building Security Fees	0.00	0.00	1,050.00	0.00
5516 Child Safety Fees	0.00	0.00	500.00	0.00
5517 Judicial Efficiency Fees	0.00	0.00	1,000.00	0.00
5611 Interest Revenues	0.78	4.52	0.00	0.00
5701 Other/Misc Revenue	0.00	0.00	0.00	0.00
Dept: 00	0.78	4.52	3,050.00	0.15
Revenues	0.78	4.52	3,050.00	0.15
Expenditures				
Dept: 00				
6532 Office Tech/Software	0.00	0.00	500.00	0.00
6551 Printing	0.00	0.00	250.00	0.00
6614 Signage	0.00	0.00	250.00	0.00
6660 Office Supplies	0.00	0.00	1,000.00	0.00
6790 Capital Outlay - Furnishings	0.00	0.00	1,050.00	0.00
Dept: 00	0.00	0.00	3,050.00	0.00
Expenditures	0.00	0.00	3,050.00	0.00
Net Effect for Municipal Court	0.78	4.52	0.00	0.00
Change in Fund Balance:	0.78	4.52		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 4

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 202 - Wastewater Fund

Assets

1027 Wastewater - ONB	31,828.38
1028 WW Construction Fund	22,808.14
1029 WW Int & Sinking Fund	132,308.61
1150 Accounts Receivable	618.00
1152 Tax Notes 2013-Restricted Cash	31,343.22
1301 Due from General	0.00
1729 WW Reclamation Facility	564,015.37
1730 Utility Plant - WW	223,970.00
1731 Accumulated Deprec.-Bldgs	-33,525.50

Total Assets

973,366.22

Liabilities

2010 Accounts Payable	505.69
2080 Due to General	0.00
2140 Accrued Interest Payable	3,568.08
2240 Notes Payable - Current	122,717.00
2550 Notes Payable - Utility Plant	29,431.00
2551 Notes Payable-Tax Notes 2013	190,000.00

Total Liabilities

346,221.77

Reserves/Balances

3600 Fund Balance - Uncommitted	300,410.66
3601 Transfer	0.00
3610 Net Invest in Capital Assets	443,654.87
3650 Net Excess (Deficit)	-116,921.08

Total Reserves/Balances

627,144.45

Total Liabilities & Balances

973,366.22

REVENUE/EXPENDITURE REPORT

Page: 10
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 202 - Wastewater Fund				
Revenues				
Dept: 04 WATER/WASTEWATER				
5340 Grant Funds	0.00	0.00	0.00	0.00
5400 WW Service Fees	0.00	39,592.00	118,776.00	33.33
5611 Interest Revenues	7.31	54.47	130.00	41.90
5799 Operating Transfer In	0.00	0.00	388,973.00	0.00
WATER/WASTEWATER	7.31	39,646.47	507,879.00	7.81
Revenues	7.31	39,646.47	507,879.00	7.81
Expenditures				
Dept: 04 WATER/WASTEWATER				
6374 Contract Services	5,000.00	119,173.96	167,549.50	71.13
6410 Utilities	103.13	3,094.01	10,000.00	30.94
6411 Telephone	0.00	144.58	0.00	0.00
6589 Records Management	0.00	0.00	0.00	0.00
6610 General Operating Supplies	0.00	0.00	0.00	0.00
6660 Office Supplies	0.00	0.00	0.00	0.00
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	31,250.00	31,250.00	100.00
6799 Project Manager-WW Project	0.00	0.00	175,000.00	0.00
6800 Depreciation	0.00	0.00	0.00	0.00
6900 Wastewater Debt Service - Prin	0.00	0.00	100,510.00	0.00
6901 Wastewater Debt Service - Int	0.00	2,905.00	0.00	0.00
6990 Operating Transfer Out	0.00	0.00	0.00	0.00
WATER/WASTEWATER	5,103.13	156,567.55	484,309.50	32.33
Expenditures	5,103.13	156,567.55	484,309.50	32.33
Net Effect for Wastewater Fund	-5,095.82	-116,921.08	23,569.50	-496.07
Change in Fund Balance:	-5,095.82	-116,921.08		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 5

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 205 - Hotel Occupancy Tax**Assets**

1019 Hotel Occupancy Tax 299,194.43

1055 Hotel Occupancy Receivable 0.00

Total Assets**299,194.43****Liabilities**

2010 Accounts Payable 0.00

Total Liabilities**0.00****Reserves/Balances**

3560 FB Committed-Emergency Plan 5,000.00

3600 Fund Balance - Uncommitted 296,477.36

3650 Net Excess (Deficit) -2,282.93

Total Reserves/Balances**299,194.43****Total Liabilities & Balances****299,194.43**

REVENUE/EXPENDITURE REPORT

Page: 11
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 205 - Hotel Occupancy Tax				
Revenues				
Dept: 15 ADMINISTRATION				
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00
5611 Interest Revenues	11.48	62.07	0.00	0.00
ADMINISTRATION	11.48	62.07	0.00	0.00
Revenues	11.48	62.07	0.00	0.00
Expenditures				
Dept: 15 ADMINISTRATION				
6592 HOT Disbursements	0.00	2,345.00	0.00	0.00
ADMINISTRATION	0.00	2,345.00	0.00	0.00
Expenditures	0.00	2,345.00	0.00	0.00
Net Effect for Hotel Occupancy Tax	11.48	-2,282.93	0.00	0.00
Change in Fund Balance:	11.48	-2,282.93		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 6

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 600 - BHP Development Projects

Assets

1025 BH Development - ONB

18,742.32

Total Assets

18,742.32

Liabilities

2010 Accounts Payable

0.00

Total Liabilities

0.00

Reserves/Balances

3550 FB Committed - Soccer Fields

109,279.00

3600 Fund Balance - Uncommitted

-90,544.43

3650 Net Excess (Deficit)

7.75

Total Reserves/Balances

18,742.32

Total Liabilities & Balances

18,742.32

REVENUE/EXPENDITURE REPORT

Page: 12
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 600 - BHP Development Projects				
Revenues				
Dept: 00				
5611 Interest Revenues	1.44	7.75	40.00	19.38
Dept: 00	1.44	7.75	40.00	19.38
Revenues	1.44	7.75	40.00	19.38
Expenditures				
Dept: 00				
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00
6798 Capital Outlay-Development	0.00	0.00	0.00	0.00
Dept: 00	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for BHP Development Projects	1.44	7.75	40.00	19.38
Change in Fund Balance:	1.44	7.75		

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

BALANCE SHEET

Page: 7

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 602 - FM 2325 Sidewalk

Assets

1026 FM 2325 Sidewalks - ONB

5,023.09

Total Assets

5,023.09

Reserves/Balances

3600 Fund Balance - Uncommitted

5,022.06

3650 Net Excess (Deficit)

1.03

Total Reserves/Balances

5,023.09

Total Liabilities & Balances

5,023.09

REVENUE/EXPENDITURE REPORT

Page: 13
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 602 - FM 2325 Sidewalk				
Revenues				
Dept: 00				
5611 Interest Revenues	0.19	1.03	2.00	51.50
Dept: 00	0.19	1.03	2.00	51.50
Revenues	0.19	1.03	2.00	51.50
Net Effect for FM 2325 Sidewalk	0.19	1.03	2.00	51.50
Change in Fund Balance:	0.19	1.03		

BALANCE SHEET

Page: 8

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 603 - TML Claim Fund

Assets

1031 TML Claim Fund	0.00
1150 Accounts Receivable	0.00
1301 Due from General	0.00

Total Assets	0.00
--------------	------

Liabilities

2080 Due to General	0.00
2610 Unavailable Ins. Proceeds	0.00

Total Liabilities	0.00
-------------------	------

Reserves/Balances

3600 Fund Balance - Uncommitted	0.00
3650 Net Excess (Deficit)	0.00

Total Reserves/Balances	0.00
-------------------------	------

Total Liabilities & Balances	0.00
------------------------------	------

REVENUE/EXPENDITURE REPORT

Page: 14
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 603 - TML Claim Fund				
Revenues				
Dept: 15 ADMINISTRATION				
5611 Interest Revenues	0.00	0.00	0.00	0.00
5702 Insurance Proceeds	0.00	0.00	0.00	0.00
ADMINISTRATION	0.00	0.00	0.00	0.00
Revenues	0.00	0.00	0.00	0.00
Expenditures				
Dept: 31 ROADS				
6795 Capital Outlay - Roads	0.00	0.00	0.00	0.00
ROADS	0.00	0.00	0.00	0.00
Expenditures	0.00	0.00	0.00	0.00
Net Effect for TML Claim Fund	0.00	0.00	0.00	0.00
Change in Fund Balance:				

BALANCE SHEET

Page: 9

3/21/2018

4:15 pm

City of Wimberley

As of: 2/28/2018

Balances

Fund: 604 - WW Collection & Treatment Plan**Assets**

1032 WW Bond Reserve Funds	237,949.69
1033 BOK Financial (82-2435-02-0)	243,305.87
1034 BOK Financial (82-2435-01-2)	4,926,538.00
1301 Due from General	0.00

Total Assets5,407,793.56**Liabilities**

2560 N TX General Obligation	5,255,000.00
------------------------------	--------------

Total Liabilities5,255,000.00**Reserves/Balances**

3650 Net Excess (Deficit)	152,793.56
---------------------------	------------

Total Reserves/Balances152,793.56**Total Liabilities & Balances**5,407,793.56

REVENUE/EXPENDITURE REPORT

Page: 15
3/21/2018
4:15 pm

City of Wimberley

CY MTD: 2/1/2018 to 2/28/2018 CY ATD: 10/1/2017 to 9/30/2018

	CY MTD Actual	CY YTD Actual	CY Amended Annual Budget	Current Year % of Budget
Fund: 604 - WW Collection & Treatment Plan				
Revenues				
Dept: 04 WATER/WASTEWATER				
5611 Interest Revenues	18.25	47.59	0.00	0.00
5612 Investment Income	0.00	6,392.97	0.00	0.00
5902 WW Bond Reserve Funds	0.00	243,005.00	0.00	0.00
WATER/WASTEWATER	18.25	249,445.56	0.00	0.00
Revenues	18.25	249,445.56	0.00	0.00
Expenditures				
Dept: 04 WATER/WASTEWATER				
6589 Records Management	0.00	96,652.00	0.00	0.00
WATER/WASTEWATER	0.00	96,652.00	0.00	0.00
Expenditures	0.00	96,652.00	0.00	0.00
Net Effect for WW Collection & Treatment Plan	18.25	152,793.56	0.00	0.00
Change in Fund Balance:	18.25	152,793.56		
Grand Total Net Effect:	-40,324.07	-172,352.00	-177,138.50	97.30

* Using Actual MTD, QTD and YTD Ammended & Original Budgets

March 31, 2018

City of Wimberley
PO Box 2017
Wimberley, Texas 78676

Thank you for considering this application. I would be honored to serve on the HOT Advisory Committee.

I'm a native Houstonian and grad of UT Austin. My husband and I have lived in Wimberley for 21 years. Most of my community activities have centered on the cultural life of Wimberley. This has heightened my awareness of tourism— and how important it is to the financial health of our organizations and our economy.

As lead co-chair of the Wimberley Art League's 2010 Arts Fest, I had the thrill of watching thousands of people converge on the square to enjoy art, music and live performances. Since then, the Fest has moved and grown exponentially, as crowds and participating artists have multiplied. Very exciting!

In 2015, I wrote a Wimberley Players' Cultural District grant application to the Texas Commission on the Arts (TCA). It funded the new public garden replacing asphalt paving in front of the Wimberley Playhouse and enhancements to the building. About 48% of Players patrons are from out of town. Many comment on these enjoyable upgrades. In 2016, the TCA appointed me to a panel of judges for grant applications in a different category, a valuable experience in applying application criteria.

I've just rotated off the board of the Wimberley Players, having served as VP Marketing for four years and VP Development for two. I've also served on the Art League board and supported in various ways the Starlight Symphony Orchestra, Wimberley Institute of Cultures and Wimberley Community Civic Club. What an amazing place this is.

My professional life began as an advertising copywriter with McCann-Erickson, Inc., Houston, and Campbell-Ewald, Detroit; later I was creative director at W.B. Doner, Houston. Some 30 years ago, I founded Ray Associates, a sole proprietorship devoted solely to creative projects in marketing, fundraising, communications and strategic planning.

Through this work, I was fortunate to gain experience working with corporate and non-profit boards and committees: Shell Exploration and Development Corporation, Texas Children's Hospital, Bayer Corporation/Baytown, Houston Ballet, the Alley Theatre, and others in Houston.

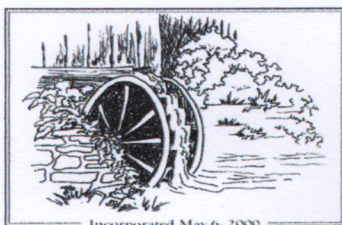
Clients out of state included the Lively Arts at Stanford, Palo Alto; Sunset Center for the Arts, Carmel; Big Sur Land Trust, Monterey, and most recently, Maryland Environmental Trust.

And here I am in Wimberley, interested as always in the inspiration of the arts and the landscape. Now I hope to help in making Wimberley a favored tourist destination, as a member of the HOT Advisory Committee. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Julie Ray', written in dark ink.

Julie Ray



City of Wimberley

221 Stillwater Drive, P.O. Box 2027, Wimberley, Texas 78676

Phone: (512) 847-0025 Fax: (512) 847-0422 Web: www.cityofwimberley.com

Application for Appointment to Hotel Occupancy Tax Committee

Full Name: Julie Ray

Phone Number: cell 512-971-4047

E-mail Address: julie.ray@me.com

Physical Address: 115 Sky Ranch Circle, Wimberley, Texas 78676

Mailing Address
(If different than physical address): _____

Please select a position from the following representative groups:

- ☐ Lodging Operator Representative
- ☐ Chamber of Commerce Representative
- ☒ Arts/Historical Attraction Representative
- ☐ Merchants Association Representative
- ☐ At-Large Representative
- ☐ Councilmember Representative

Business Entity (if applicable): _____

Business Phone Number (if applicable): _____

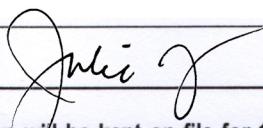
I reside: () Inside Wimberley's City Limits () Wimberley's ETJ

Do you or your employer have any business or other dealings with the City of Wimberley, which might present a conflict of interest? () Yes (X) No

If "Yes" please
explain: _____

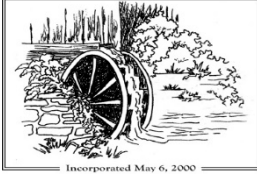
Are you committed to devote the necessary amount of time to service on this Committee and to attend all regularly scheduled meetings? (X) Yes () No

I am honored to submit this application at the request of WVACA. My professional background includes extensive marketing, communications and fund-raising for major non-profit and corporate clients in Houston, California and Maryland. Locally I have served as a volunteer board member for the Wimberley Players and the Wimberley Art League and participated in a wide range of community activities. I enjoy big-picture thinking, working with people and making things happen.

Signature:  Date: March 31, 2018

Note: Your application will be kept on file for 12 months and maintained under the Texas Open Records Act as public information. It is recommended that you submit a letter of interest and a brief resume with your application. Please submit any information to the City Secretary, City of Wimberley, P.O. Box 2027, 221 Stillwater Drive, Wimberley, Texas 78676

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title: CITY ADMINISTRATOR
REPORT

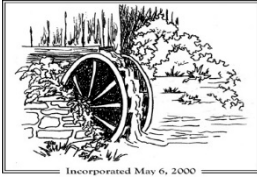
Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Discussion

Project/Proposal Summary:

City Administrator Shawn Cox will provide an update to City Council regarding the Central Wimberley Wastewater Project status and answer questions related to the Project.

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title:

**Discuss and Consider Possible Action
Authorizing the City Administrator to Expend
Funds over \$1,000 for City Employee Drug
Testing by Wimberley Wellness, PLLC**

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

As a part of the City's Personnel Policy Handbook, each new employee prior to hiring is subject to a background check and drug and alcohol screening. Additional screenings are required for the following reasons:

- Drug and Alcohol Testing After an Accident
- Drug and Alcohol Testing Based on Reasonable Suspicion
- Random Drug and Alcohol Testing for Employees Who Operate Motor Vehicles

While members of staff can conduct the background check, we will need utilize an outside company to conduct the drug and alcohol screening. The City is looking to contract with Wimberley Wellness, PLLC to provide its screening.

As summer approaches, the City hires several part-time employees (25-30) to work at the Blue Hole Regional Park. These hires will make up most of the screening, and at \$35.00 each, are anticipated to cost, in total, between \$875.00 to \$1,050.00. Chapter 30.33 Duties and Powers, Section (C)(6), of the City of Wimberley's Code of Ordinances provides the City Administrator with direct spending authority up to \$1,000.00 without prior approval from Council. Since these costs may exceed the authorized expenditure limits, this item is presented to Council for consideration.

Recommendation:

The City Administrator recommends approval of this item.

Attached:

- City of Wimberley Personnel Policy Handbook
- Wimberley Wellness Proposal

February 10, 2008

To: All City of Wimberley Employees

Subject: Personnel Policy Handbook

This Personnel Policy Handbook is provided for your information regarding certain policies and procedures affecting you as an employee of the City of Wimberley as well as advising you what is expected of you in the way you perform your job.

Under our form of government, six City residents are elected by voters in the City limits to serve two year terms as the City Council. The City Council is composed of the Mayor and five Council Members. The City Council passes ordinances and sets policies to be followed by employees and the City as a whole. While the City fully intends to offer the benefits and policies as written, the City reserves the right to change or revoke them, permanently or temporarily, as needed.

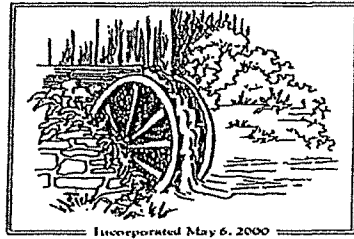
This handbook is to be used as a guideline in the broad interpretation of the City policies as they relate to you, your working conditions, and to the overall efficient operation of the City as a whole. Because every situation may not be covered, and because changes in policies and procedures may occur, it is anticipated that this handbook will be supplemented from time to time. In cases where you encounter matters not covered or not clearly defined, you should consult the City Administrator. It is important that City employees have a complete understanding of personnel policies as well as positions and job assignments. Oral statements by fellow City employees that are inconsistent with the policies stated in this handbook must be considered as invalid.

City employees are at-will employees. This means that the employment relationship can be terminated by the employee or by the City at any time for any reason or for no reason. Employees of the City have no vested interest in their employment. This handbook is a guide only and does not constitute a contract, express or implied, of employment. Please complete the attached policy acknowledgement forms and immediately return to the City Administrator.

Each employee is expected to perform his or her duties in an efficient and organized manner. The citizens' opinion of the City government will be influenced by the manner in which each employee performs his/her duties in a fair, impartial and courteous manner. It will be the responsibility of each employee to read, understand and comply with the policies, procedures, rules, regulations and practices of the City of Wimberley.

Sincerely,

City Administrator



CITY OF WIMBERLEY

EMPLOYEE PERSONNEL POLICY MANUAL

FEBRUARY 10, 2008

I. PURPOSE OF RULES OF AND REGULATIONS

The *purpose* of these rules and regulations is to inform employees as to their rights, duties, and obligations; to promote an efficient and cooperative working relationship within a uniform personnel policy.

II. AUTHORITY

These rules and provisions of this handbook do *not* constitute an employment agreement (contract) or a guarantee to continued employment. Employment with the Village of Wimberley is at the will of the municipality and may be terminated by either the employee or the Village of Wimberley with or without notice and with or without cause. The City Council is composed of the Mayor and Five Council Members. The City Administrator together with the City Council passes ordinances and sets policies to be followed by employees and the Village as a whole. Amendments to these rules may be made as the need requires. City Council meetings are held on the first and third Thursday of the month at 6:30 p.m. in the council chambers at City Hall. Other Committee/Commission/Board meeting schedules may be found in the City Secretary's office and/or in the Policy Manual. These meetings are open to the public and you are cordially invited to attend at any time. However, if you have questions or comments concerning your job, fellow employees or any action or conduct which might relate to your job, you are asked to follow procedures and policies outlined in this handbook under the appropriate sections.

III. EMPLOYMENT-AT-WILL

Employees of the Village of Wimberley are at-will employees. There are no written, verbal or implied contracts for length of-service, compensation, or any other terms or considerations of employment, and none will be recognized or granted. Employment may be terminated by either party at any time without specific cause.

IV. EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of the Village of Wimberley to comply fully with non-discrimination provisions of all State and Federal rules, laws, guidelines, regulations, and executive orders by assuring that all employees and applicants receive equal opportunity for employment. No person shall be excluded from consideration for recruitment, selection, appointment, training, promotion, retention, or any other personnel action, or be denied any benefits on the grounds of race, religion, color, national origin, sex, physical disability, or age.

V. ILLEGAL DISCRIMINATION AND SEXUAL HARASSMENT

The Village of Wimberley does not and will not tolerate illegal discrimination or sexual harassment in any form. Persons engaging in such conduct will be subject to discipline up to and including dismissal.

Illegal discrimination is discrimination with respect to terms and conditions of employment on the basis of race, religion, color, national origin, sex, physical disability, or age.

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to, or rejection of, such conduct by an individual is made the basis of any employment decision, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

In the event an employee feels he or she has been victimized by illegal discrimination or sexual harassment, that person should notify the City Administrator *immediately*. Similarly, any employee who witnesses an act of sexual harassment or has personal knowledge of such an act is urged to report that act to the City Administrator. If for any reason the employee is not comfortable reporting the illegal discrimination or sexual harassment to the City Administrator, the employee may report such conduct to the City Secretary. All complaints of illegal discrimination and sexual harassment will be investigated by the Village. Information will be kept confidential to the extent possible without compromising the investigation.

Any act of retaliation against any employee filing a complaint of illegal discrimination or sexual harassment, any employee cooperating with the investigation of a complaint of illegal discrimination or sexual harassment, or any employee cooperating with any state or federal authority investigating a complaint of illegal discrimination or sexual harassment is prohibited.

VI. CLASSIFICATIONS OF EMPLOYEES

The Village government is presently composed of a limited number of employees due to the income structure of the Village. Each employee is assigned duties by the City Administrator within his/her scope of knowledge. For purposes of eligibility for benefits and salary administration, the Village classifies its employees as follows:

- *Full-time regular employees.* Employees hired to work the Village's normal, full-time, forty (40)-hour workweek on a regular basis. Such employees may be "exempt" or "nonexempt" as defined below.
- *Part-time regular employees.* Employees hired to work at least twenty (20) but fewer than forty (40) hours per week on a regular basis. Such employees may be "exempt" or "nonexempt" as defined below.
- *Temporary employees.* Employees engaged to work full-time or part-time on the Village's payroll with the understanding that their employment will be terminated no later than on completion of a specific assignment or on a specific date. A temporary employee may be offered and may accept a new temporary assignment with the Village and, thus, retain temporary status. Temporary employees may be "exempt" or "nonexempt" as defined below. Note that employees hired from a temporary employment agency for specific assignments are employees of the agency and not of the Village.

- *Nonexempt employees.* Employees who are required to be paid overtime at the rate of time-and-one-half (i.e., one-and-one-half times) their regular rate of pay or provided compensatory time off for all hours worked beyond forty (40) hours in a workweek, in accordance with applicable federal wage and hours law.
- *Exempt employees.* Employees who are not required to be paid overtime or provided compensatory time off, in accordance with applicable federal wage and hour laws, for work performed beyond forty (40) hours in a workweek. Executives, professional employees, outside sales representatives, and certain employees in administrative positions are typically exempt.

You will be informed of your initial employment classification, including your exempt or nonexempt status when you are hired by the Village. If you change positions during your employment as a result of a promotion, transfer, or otherwise, you will be informed by your Supervisor of any change in your classification or exemption status.

Please direct any questions regarding your employment classification or exemption status to your Supervisor.

Unless otherwise indicated, a reference to "employee" herein shall mean a "Regular Full-time Employee."

It will be the responsibility of each employee to read, understand and comply with all policies, procedures, rules, regulations and practices of the Village.

VII. APPOINTMENT

All decisions pertaining to the hiring, discipline, and discharge of Village employees will be made by the City Administrator.

Each person seeking initial employment with the Village of Wimberley will be required to complete, sign, and file an application with the City Secretary. All applicants will be screened. Applications will not be accepted except in connection with a current, pending job posting. Interviews will be conducted with the most qualified applicants as selected by the City Administrator.

At the time of original employment, all new employees (or previous employees who are being reemployed) will report to the City Secretary/Office Manager's office for necessary processing and instructions. Once a job offer has been made, all applicants will be subject to a background check and a job offer may be conditioned upon the results thereof. Drug and alcohol screening will be required of all new employees and former employees. Employment with the Village is conditioned upon the drug and alcohol test results.

No applicant for appointment shall be considered who is less than 18 years of age except

the minimum for the Parks and Recreation Department shall be 16 years of age.

It will be mandatory for each Village employee driving a city vehicle to have a valid Texas Driver's License. At no time will a Village employee drive a city vehicle without a valid Texas driver's license in his/her possession. Should an employee have this license suspended for any reason he/she shall notify the City Secretary/Office Manager immediately. Defensive driving courses for employees driving city vehicles may be required if deemed necessary by the City Administrator.

No employee who is related within the second degree by affinity or within the third degree by consanguinity to a department head shall be allowed to work in the same department as such department head. However, nothing herein shall prevent an employee who is related within the prohibited degree from being employed in, or working in, any other department of the Village.

The Village may apply the nepotism prohibition in other organizational and/or personal relationships when failure to do so would be detrimental to the Village.

All applications for employment shall become a part of the employee's personnel file and will be kept in the City Secretary/Office Manager's office. Personal history records of all employees shall be available for inspection only to the employees concerned, their authorized representatives and to proper city officials or as required by law. Medical records of employees will be maintained in separate, confidential files.

Ability, training, and experience will be controlling factors in selecting a person for a position within the Village.

Seniority may be considered in selection of one permanent employee in preference to other permanent employees that have applied to the same position providing ability, training, and experience are equal.

Preference will be given to Village residents for any jobs if they are equal in ability and other job requirements.

VIII. WAGES AND WORK HOURS

Working schedules are fixed by the City Administrator but shall not exceed forty hours per week. The full-time regular, part-time regular and temporary employees will be paid for each day worked in a pay scale established by the City Administrator. Our current time schedule for front office is 9:00 a.m. to 4:00 p.m.; at which time we are open to the public. We will stay open and operational through the lunch hour and office staff hours are until 5:00 p.m. Special circumstances occur when staff needs to attend after hours meetings.

Overtime policy:

It is the Village's policy to keep overtime to a minimum. All overtime must be approved in advance by the employee's Supervisor.

Non-exempt employees may from time to time be required to provide service in addition to normal hours or on weekends or holidays. Overtime is defined as all hours worked in excess of forty (40) hours in a single work week. The Village's work week is from 12:01 a.m. on Sunday to 12:00 midnight on Saturday. Days not actually worked (*e.g.*, holidays, vacation leave, and sick leave days) do not constitute "hours worked" for purposes of calculating overtime. A non-exempt employee who works over 40 hours in one work week will be provided one of the following, at the Village's option: paid overtime at one and one half times the employee's regular rate of pay or compensatory time off in lieu of overtime. Compensatory time off is one and one half hours of time off for every one hour of overtime worked.

Use of compensatory time must be approved by the employee's Supervisor so as not to disrupt normal operations. Also, a Supervisor may compel an employee to use compensatory time at the convenience of the Village.

Any overtime worked must be authorized, in advance, by the employee's Supervisor. An employee who works overtime without obtaining the required approval in advance will be subject to discipline.

Employees who meet the requirements for exempt status as executive, administrative, or professional employees under the Fair Labor Standards Act (FLSA) shall be classified as exempt employees and are not subject to the minimum wage and overtime provisions under FLSA.

Each employee is responsible for maintaining accurate time sheets showing the hours worked on a daily basis and any leave time taken. Time sheets should be filled out on a daily basis. Time records must be signed by the employee and by the employee's Supervisor. False or inaccurate information submitted by an employee on a time record will result in discipline up to and including termination of employment.

An employee will normally receive payment for overtime in the pay period following the period in which the overtime was worked, providing that the employee's time record has been properly prepared, approved by the Supervisor, and processed by payroll in a timely manner.

IX. PROBATION

Each Village employee appointed to a full-time regular employee or part-time regular employee position shall be on probation for a period of three (3) months. This period shall end on the last day of the pay period after the expiration of three months.

The employee will meet with the City Administrator and City Secretary/Office Manager at the end of this period and discuss the rating of the employee as to ability, aptitude, attitude, and other factors of concern to the particular department.

Employees shall not be entitled to any benefits of permanent employees during the probation period.

Successful completion of the probation period confers no rights to continued employment for any length of time and does not in any manner abrogate the employee's at-will employment status.

X. EMPLOYEE CONDUCT

All employees of the Village are expected to exhibit the highest standards of conduct and ethics as befits their status as governmental employees. No employee of the Village shall engage in any employment, relationship, or activity which would affect his/her job efficiency or which would reduce his/her ability to make objective decisions in regard to his/her work and responsibility as a Village employee.

Conflicts of Interest. Conflicts of interest are expressly prohibited.

Activities which constitute a conflict of interest under this policy shall include but not be limited to:

- a. Soliciting, accepting or agreeing to accept any benefit, other than from the Village, that might reasonably tend to influence the employee's performance of duties for the Village or that the employee knows or should know is offered with intent to influence the employee's performance;
- b. Accepting employment, compensation, gifts or favors that might reasonably tend to induce the employee to disclose confidential information acquired in the performance of official duties;
- c. Accepting outside employment, compensation, gifts or favors that might reasonably tend to impair independence of judgment in performance of duties for the Village;
- d. Making any personal investment that might reasonably be expected to create a substantial conflict between the employee's private interest and duties for the Village;
- e. Soliciting, accepting or agreeing to accept any benefit from another person in exchange for having performed duties as a Village employee in favor of that person.
- f. Soliciting, accepting, or agreeing to accept any benefit from a person the employee know to be subject to the Village's regulation, inspection, or investigation.
- g. Soliciting, accepting, or agreeing to accept any benefit from a person the employee knows is interested in or likely to become interested in a contract, purchase, payment, claim, or pecuniary transaction involving the exercise of the employee's discretion for the Village.

For purposes of this policy, the term "benefit" does not include promotional or commemorative items of minimal or no value such as a coffee mug, key chain, pencil, or pen.

Standards of Conduct; Employee Discipline. All employees are expected to dress appropriately for their positions, to be polite to co-workers and to the general public, and to respect their supervisors' authority.

While the Village recognizes the benefits of progressive discipline, it may take disciplinary action, up to and including termination of employment, at any time with or without notice. The nature of the offense will dictate the degree of discipline. Levels of progressive discipline are:

- Verbal warnings or reprimands with a record of such warning or reprimand maintained by the employee's Supervisor;
- Written reprimands with a copy put in the employee's personnel file. A written reprimand should be signed by the Supervisor and by the employee, and a copy should be provided to the employee;
- Suspension without pay for up to thirty (30) days. In those cases in which a suspension is deemed necessary pending the results of an investigation and the employee is reinstated to his/her position at the conclusion of the investigation, the employee will be paid for the period of the suspension;
- Termination of Employment.

The Village may also implement other disciplinary actions such as suspension without pay, demotion, or reduction in pay if the circumstances merit. This policy is not intended to limit the Village's ability to use any method of discipline for its employees. Any violation of Village policy or any form of employee misconduct may result in disciplinary action up to and including termination of employment.

In addition, for the safety and peace of mind of all Village employees and for the efficient operation of Village government, certain activities are prohibited at any time an employee is working for the Village, whether in a Village office or elsewhere, on Village premises, or representing the Village in public. Committing any of the following activities will be grounds for immediate termination of employment:

1. Gross misconduct - includes theft or destruction of property, gambling, intoxication, sexual harassment, or possession or use of drugs on the job, etc.
2. Insubordination - includes refusal to carry out the instructions or orders of a supervisor or other superior in the office.
3. Threatening, intimidating, coercing, or interfering with employees, Supervisors, or the public.
4. Proven dishonesty.
5. Unauthorized possession of weapons on Village premises during working hours or while on duty.
6. Abusive language to employees, Supervisors, or to the public.
7. Fighting on Village property or while on duty.
8. Fraudulent claims of injury or illness

This is an illustrative list and therefore is not all-inclusive. In addition, notwithstanding any list of causes for discharge, the basic policy remains *employment-at-will*.

Personal Telephone Calls and Business

While we certainly understand that some personal calls are necessary, we ask that such calls be brief and infrequent. All personal business should be conducted on personal time.

Political Activity

Employees are prohibited from engaging in any type of political activity, including but not limited to participating in a political campaign, making a political speech, soliciting political contributions, or disseminating political literature, while on duty; from using any city property in the furtherance of any political activity; from placing any political bumper sticker or decal on a city vehicle; and from wearing any type of political pin or sticker on a city uniform or clothing bearing the Village's name or logo. Employees are prohibited from participating in any way in any political activity while in a city uniform or while wearing clothing bearing the Village's name or logo.

In addition, an employee, in his or her official capacity, may not use his or her position with the Village to influence or to interfere with or affect the result of an election or nomination for office and may not, directly or indirectly, coerce or attempt to coerce, command, or advise any Village employee to pay, lend or contribute anything of value to a political party, committee, organization, or candidate or to make any contribution for a political purpose.

Use of Village Property

The Village provides its employees with tools, equipment, and vehicles for the performance of Village work and business. Each employee is expected to observe safe work practices and safe and courteous operation of vehicles and equipment in compliance with all applicable regulations.

Employees who are assigned tools, equipment, vehicles, or any other Village property are responsible for them and for their proper use and maintenance. Unauthorized use and improper use and/or maintenance of Village property may result in disciplinary action up to and including termination of employment. Upon termination of employment, all Village property must be returned by the employee immediately.

Safety in the Workplace

It is the intent of The Village to provide a safe workplace for all employees. Employees are required to follow safety procedures established by the Village or by their immediate Supervisors at all times. Failure to observe safety standards may result in disciplinary action up to and including termination of employment.

Weapons

Employees are prohibited from carrying personal handguns, firearms, or other weapons, as defined by Texas Penal Code section 46.01, onto Village property, in Village vehicles, or in

Village buildings unless such activity is required by virtue of the employee's status as a law enforcement officer. Violation of this policy will result in disciplinary action up to and including termination of employment.

Violence in the Workplace

The Village of Wimberley prohibits any form of violence in the workplace. The Village is concerned about the increased violence in society, which has also filtered into many workplaces throughout the United States. The Village has also taken steps to help prevent incidents of violence from occurring at Village offices. In this regard, it is the policy of the Village to expressly prohibit any acts or threats of violence by any Village employee or former employee against any other employee in or about the Village's facilities or elsewhere at any time. Furthermore, the Village will not condone any acts or threats of violence against Village employees, customers, or visitors on the Village's premises at any time while they are engaged in business with or on behalf of the Village, on or off the Village's premises.

In keeping with the spirit and intent of this policy and to ensure that The Village's objectives regarding prevention of workplace violence are attained, the Village is committed:

1. To provide a safe and healthful work environment, in accordance with the Village's Health and Safety policy.
2. To take prompt remedial action, up to and including immediate termination, against any employee who engages in any threatening behavior or acts of violence or who uses any obscene, abusive, or threatening language or gestures.
3. To take appropriate action when dealing with customers, former employees, or visitors to the Village's facilities who engage in such behavior. Such action may include notifying the police or other law enforcement personnel and seeking prosecution of violators of this policy to the maximum extent of the law.
4. To prohibit employees, former employees, customers, and visitors from bringing unauthorized firearms or other weapons onto the Village's premises.
5. To establish viable security measures to ensure that the Village's facilities are safe and secure to the maximum extent possible and to properly handle access to Village facilities by the public, off-duty employees, and former employees.

Any employee who displays a tendency to engage in violent, abusive, or threatening behavior, or who otherwise engages in behavior that the Village, in its sole discretion, deems offensive or inappropriate will be subject to disciplinary action up to and including termination of employment

In furtherance of this policy, employees have a "duty to warn" their supervisors of any suspicious workplace activity or situations or incidents that they observe or that they are aware of involving other employees, former employees, customers, or visitors that give rise to concerns regarding

potential workplace violence. This includes, for example, threats or acts of violence, aggressive behavior, offensive acts, and threatening or offensive comments or remarks. Employee reports made pursuant to this policy will be held in confidence to the maximum extent possible. The Village will not condone any form of retaliation against any employee for making a report under this policy.

Drug Free Workplace

To provide a safe and productive workplace, to promote employee safety, and to insure the safety of citizens, the Village prohibits the use, influence, possession, sale, purchase or distribution of alcohol, controlled substances, or illegal drugs by any employee during work hours or at any time while on Village premises. Violators of this policy will be subject to discipline up to and including immediate termination of employment. Further, depending upon the circumstances, the Village may notify appropriate law enforcement personnel of a violation of this policy.

All drug and alcohol testing will be conducted in conformance with the United States Department of Transportation workplace testing requirements.

As used in this policy, the following terms have the following meanings:

- "Alcohol" means ethyl alcohol and includes any beverage, mixture, or preparation containing ethyl alcohol.
- "Controlled substance" means a drug or substance which the use, possession, sale, transfer, attempted sale or transfer, manufacture or storage of it is illegal under any federal, state, or local law or regulation without a permit or prescription and includes but is not limited to inhalants, marijuana, cocaine, narcotics, opiates, opium derivatives, hallucinogens, and any other substances having either a stimulant, depressant, or hallucinogenic effect on the central nervous system such as amphetamines, barbiturates, lysergic acid, or diethylamide. This term also includes prescription drugs used for any reason other than a legitimate, prescribed medical reason and inhalants used illegally. Any reference to "drugs" in this policy has the same meaning as "controlled substance."
- "Under the influence" means having an alcohol, controlled substance, or drug concentration at or above 0.04.
- "Safety-sensitive function" means a position with the Village requiring any activity that presents a threat to the health or safety of the employee, other employees, or the public if performed with inattentiveness, errors in judgment, diminished coordination, reduced dexterity, or lack of composure and that is performed with such independence that it cannot reasonably be assumed that mistakes could be prevented by a Supervisor or another employee. An employee is considered to be performing a safety-sensitive function during any period in which he/she is actually performing, is ready to perform, has just completed performing, or is immediately available to perform any safety-sensitive function.

Pre-employment drug and alcohol testing. Employment with the Village is contingent upon an applicant's submission to drug and alcohol testing and upon the Village's receipt of test results indicating that the applicant is not under the influence of alcohol, a controlled substance, or illegal drugs.

Drug and alcohol testing after an accident. An employee who is involved in any accident in which Village property is damaged, physical injury results to any person, or medical attention is sought by any person as a result of the incident is required to submit to drug and alcohol testing immediately following the accident. Failure to submit to such testing will result in disciplinary action up to and including immediate termination of employment.

Drug and alcohol testing based on reasonable suspicion. If an employee is reasonably suspected of being impaired by or under the influence of alcohol, a controlled substance, or illegal drugs, the employee is required to submit to drug and alcohol testing. Failure to submit to such testing will result in disciplinary action up to and including immediate termination of employment. For purposes of this paragraph, "under the influence" also means a condition in which a person is affected by alcohol, a controlled substance, or illegal drugs in any detectable manner. The symptoms of being under the influence include but are not limited to slurred speech, alcohol on the breath, trembling, disorientation, aggressive behavior, irregular work pace, decline in productivity, mood swings, and difficulty in maintaining balance.

Random drug and alcohol testing. All Village employees who operate commercial motor vehicles for the Village, who routinely perform safety-sensitive functions, or who are paid from federal grant funds for which random testing is required will be subject to random drug and alcohol testing. Failure to submit to such testing will result in disciplinary action up to and including immediate termination of employment.

Confidentiality of alcohol and drug test results. All laboratory reports or alcohol and drug test results will be maintained by the Village as confidential documents in a confidential medical file that is separate from the employee's personnel file. Test results and lab reports may be revealed to Village management on a need-to-know basis. Disclosure may also be made as required by state or federal law, when the information has been placed at issue in a dispute between the employee and the Village, when the information is needed by medical personnel for the diagnosis or treatment of the employee who is unable to authorize disclosure, or when the information is authorized to be disclosed by the employee. The records will be maintained in the same area as the personnel files but kept separate from personnel files.

For all employees, if prescription drugs must be taken, such drugs must not affect an employee's ability to perform his/her work. If an employee is required to take medication prescribed by a physician and the prescribed drug could affect the ability of the employee to perform his/her work or could present a safety risk to the employee or his/her coworkers, notification must be provided to the employee's Supervisor before work commences.

As a condition of employment with the Village, employees are required to notify their

Supervisors within five (5) business days of conviction for any criminal drug violation occurring in the workplace. Failure to do so will result in immediate termination of employment.

XI. LEAVE AND FRINGE BENEFITS

Leave time is time during the normal work week that an employee does not engage in the performance of his or her job duties. Leave time may be with or without pay in accordance with these policies. An unauthorized absence will constitute leave without pay and may result in discipline up to and including termination of employment.

Vacation Leave:

Because the Village recognizes the importance of vacation time in providing the opportunity for rest, recreation, and personal activities, it grants annual, paid vacations to its full-time regular and part-time regular employees. Full-time regular employees earn eight (8) hours of paid vacation leave per month beginning with the first month of employment. Part-time regular employees earn a proportionate number of hours based upon the amount of time the employee regularly works each week. For example, a part-time regular employee who works twenty hours per week (one-half of the standard forty-hour work week) will earn four (4) hours of paid vacation leave per month.

Employees are required to take their earned vacation. Employees will not be paid for unused vacation time. However, employees will be paid for accrued unused vacation leave that has not been lost at the time of termination of employment, but in no event in excess of 24 days.

Official holidays falling within the period of annual leave shall not be charged as part of leave.

Arrangements for leave must be made with the City Secretary and appropriate forms completed. Vacation may be taken in weekly periods or as individual days as long as the periods chosen meet departmental approval. An employee must submit a vacation request form to the City Secretary at least two (2) weeks before the date the vacation is to begin if the leave requested is for greater than two (2) work days. All vacation leave for any period of time must be approved by the employee's immediate supervisor and the City Administrator

No vacation leave may be used until an employee has completed three (3) months of employment with the Village. Thereafter, vacation may be taken as time accrues at any point during the year. Vacation leave may not accumulate in an amount in excess of 24 days, and an employee will not be allowed to work through leave time for additional pay.

For leave purposes, a year shall be construed to be the period between anniversary dates of employment.

Vacation time does not count toward calculation of a forty-hour work week for purposes of determining overtime pay.

Sick Leave

Full-time regular employees earn eight (8) hours of paid sick leave per month beginning with the first month of employment. Part-time regular employees earn a proportionate number of hours based upon the amount of time the employee regularly works each week. For example, a part-time regular employee who works twenty hours per week (one-half of the standard forty-hour work) will earn four (4) hours of paid sick leave per month.

Employees will not be paid for unused sick time. Sick leave may accrue up to a maximum of 240 hours for full-time regular employees and 120 hours for part-time regular employees.

Official holidays falling within the period of sick leave shall not be charged as part of leave.

Sick leave may be used for the employee's personal illness or the illness of a family member when the employee's presence is required to care for the family member. For purposes of this policy, a "family member" includes the employee's spouse, child, or parent. Sick leave may also be used for the employee's doctor or dental appointments. Pregnancy is treated as any other medical condition requiring the use of sick leave. Sick leave may be used in one-hour increments and may be used as soon as it is accrued.

Employees are required to secure approval for scheduled sick leave with the City Administrator as early as practicable. Any time an employee will be absent from work or late for work due to illness, the employee must call in the his or her Supervisor and advise the Supervisor of the need for sick leave within 30 minutes of the time the employee is scheduled to report for work. Failure to report the need for sick leave in accordance with this policy will result in the time being designated as an unauthorized absence without pay.

Any time an employee is out of the office for three or more days on sick leave, a note from the employee's doctor is required to verify the need for the sick leave.

Sick days do not count toward calculation of a forty-hour workweek for purposes of determining overtime.

Sick leave is not available in the event an employee sustains on-the-job injury. Workers' compensation benefits are available in such a case.

Sick leave is for the benefit of the employee during an actual illness and is not intended to provide additional time off. Abuse of sick leave is a cause for discipline up to and including termination of employment.

Holidays

Holidays observed with pay are set by the City Council each year for all full-time regular employees, subject to the provisions and limitations hereinafter set forth. City Council-approved holidays may include the following or any other day designated by City Council.

New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Thanksgiving Holiday
Christmas Day

Holidays will vary each year depending on the day of the week in which the holiday falls. As a general policy, if a holiday occurs on a Saturday, the City shall observe such holiday on the preceding Friday. If a holiday occurs on a Sunday, the Village shall observe such holiday on the following Monday. Designation of the above or any other dates as holidays shall not confer on any employee the right to observe same, or to be absent from his duties on the dates above designated except under the following conditions:

A. The City Administrator shall specifically authorize the observance of any holiday designated hereunder. The City Administrator may revoke or restrict the observance of any approved holiday in order to provide the necessary function and service of the Village departments.

B. Employees required to work on holidays will be given equivalent time off. Holidays may *not* be accumulated, as it is intended that they be observed as they occur.

C. All employees will be paid one day's pay for each official holiday. To be eligible for holiday pay, the employee must work the scheduled workday preceding and following the holiday unless absence is with an excuse deemed acceptable by the City Administrator. An approved vacation day or any other excused and paid day off is considered a day worked for purposes of this policy.

When an observed holiday falls within an absence due to illness of an employee, the holiday shall not be charged to the employee's absence allowance.

An employee on an unpaid leave of absence is *not* eligible for holiday pay.

When an observed holiday falls on a regular working day within an employee's leave period, the holiday shall not be charged to the employee's leave allowance.

Military Leave

Full-time regular and part-time regular employees of the Village will receive leave with pay if ordered to authorized training or duty in the National Guard or Armed Forces Reserve Unit of the United States Government. Leave for military duty with pay and without loss of other benefits is limited to fifteen (15) days per federal fiscal year. Military leave in excess of 15 days per federal fiscal year will be charged to vacation leave (at the discretion of the employee) or

leave without pay. If you are called to active military duty or to Reserve or National Guard training, or if you volunteer for the same, you should submit copies of your military orders to your Supervisor as soon as is practicable.

Full-time regular and part-time regular employees who are ordered to extended active duty with the state or federal military forces are entitled to all of the reemployment rights and benefits provided for by state and federal law upon their release from active duty. An application for reemployment must be filed with the City Secretary within ninety (90) days after the date of discharge or release from active military service. The application for reemployment must be in writing and must provide evidence of the discharge, separation, or release from military service under honorable conditions.

Jury and Witness Duty

A full-time regular employee who is summoned to jury duty is entitled to a continuation of salary during the active period of jury duty. The employee is also permitted to retain any allowance received from the court for such service. A part-time regular employee shall be given time off without pay while serving jury duty.

All employees are allowed unpaid time off if summoned, by subpoena or court order, to appear in a civil, criminal, legislative, or administrative proceeding other than court proceedings involving Village business.

To qualify for jury or witness duty leave, an employee must submit to his/her Supervisor a copy of the summons to serve or to appear as soon as it is received. In addition, proof of service must be submitted to the Supervisor when the period of jury or witness duty is completed.

Bereavement Leave

A full-time regular or part-time regular employee is entitled to paid leave in the event of a death in the family in accordance with the following guidelines:

Up to three (3) days will be granted in case of death in the immediate family, and this leave will not be charged against vacation or sick leave. Immediate family for the purpose of this section includes the spouse, parent, child, brother, sister, grandmother, and grandfather of the employee or of the employee's spouse. Employees who wish to attend the funeral of someone other than a member of the immediate family may be given time off at the discretion of his or her immediate Supervisor without pay or the time may be charged to vacation leave. Requests for bereavement leave should be made to the City Secretary.

Leave Without Pay

In addition to those instance otherwise recognized by these policies for the use of leave without pay (e.g., military leave, workers' compensation leave, etc.), an employee may request to take leave without pay for extraordinary circumstances. Such leave may be granted at the discretion of the Village with the approval of the Village Administrator. The granting of an unpaid leave of absence will depend upon the reason for the leave, the amount of leave requested, and the ability of the Village to provide services and continue operations efficiently and effectively if the leave request is granted. If the purpose for the unpaid leave of absence is a medical condition of the employee, a medical certification will be required before the employee may return to duty.

Employee benefits do not accrue during any period of leave without pay unless required by state or federal law.

No period of any type of leave without pay may exceed six (6) months. If at the end of any approved leave without pay the employee is unable to return to work, employment with the Village is automatically terminated.

General Leave Policies

An employee who is out of the office on leave of any type is required to fill out a Leave of Absence form. All employees are required to fill out this form, regardless of whether they are required to fill out regular time sheets or not. This form is available in City Administrator's Office and must be submitted to the City Administrator for approval prior to the absence. In the case of sick leave, the form must be submitted immediately upon returning to work.

The City Administrator may grant leave with pay as well as necessary travel and expense allowances, if deemed proper, in order to permit employees holding permanent positions to attend conferences, schools, and similar events designed to improve their efficiency and value to the Village. Employees may attend the aforementioned events on the recommendation of the City Administrator.

All employees entitled to vote at national, state, or local elections shall, when necessary, be allowed sufficient time off with pay to exercise this privilege.

XII. EMPLOYMENT INJURIES

Any employee injured on the job must report this injury, however minor, to the City Administrator and City Secretary before the end of his work period and take such first aid treatment as may be necessary. Employees injured on the job may, in any event, qualify for Workers' Compensation medical treatment and weekly disability benefits upon compliance with the requirements of the Workmen's Compensation Law.

An injured employee who does not qualify for wage continuation benefits, or whose benefits are exhausted before being released to return to duty, may take his accrued leave, provided, if the

employee is receiving weekly workers' compensation payments, sick and vacation leave may be taken only in an amount necessary to make up the difference between such payments and his regular pay.

The employee shall be paid according to Texas Workmen's Compensation Act by the Village's existing carrier.

XIII. GRIEVANCE PROCEDURE

Inasmuch as dissatisfactions and disagreements arise occasionally among people in any work situation, the filing of a grievance will not be construed as reflecting unfavorably on an employee's good standing, performance, loyalty or desirability to the Village of Wimberley. The Village of Wimberley has adopted the following policy regarding employee grievances:

Aggrieved Employees: Any employee having a grievance relating to his/her employment shall first present his grievance to the City Administrator, either orally or in writing within 20 (twenty) days after the incident occurs.

The City Administrator shall accept all grievances and shall attempt to resolve the grievance fairly and expeditiously before referring the grievance to higher levels of authority. The Village shall wholeheartedly support the concept that grievances should be resolved informally between the employee and other employees, members of committees, commissions, boards, or City Council at the earliest step of the grievance procedure.

The City Administrator has a duty to listen with care to the employee, to arrive at a full understanding of his/her point of view, and to give the employee, a clear and specific answer. If he believes the grievance to be of a substantial nature and not to have been settled to the full satisfaction of the employee, the City Administrator shall make an immediate record in writing of the facts and report the grievance to the Mayor.

A grievant who fails to meet the time limits established under this procedure shall forfeit all rights to process the grievance under this internal procedure.

After submitting the grievance to the City Administrator, the City Administrator will be allowed a reasonable amount of time to investigate the complaint, consult with other persons deemed necessary to help resolve the matter, and shall notify the employee as soon as possible as to the disposition of the grievance, but not later than seven (7) calendar days after the initial grievance is made known by the employee.

If the employee is dissatisfied with the solution proposed at the initial discussion with the City Administrator, the employee shall present the grievance in writing to the Mayor within five (5) calendar days. The written grievance shall contain: (a) identity of employee, (b) date grievance occurred or became known to employee, (c) specific nature of grievance, including provisions of agreement in dispute, and (d) adjustment or relief desired. The Mayor shall render a written decision within seven (7) calendar days after receipt of the grievance. The Mayor's decision on any grievance is final.

All time limits herein may be extended by mutual consent of the Employee and the Village. Failure of the Village to observe the time limits for any step in the grievance procedure shall entitle the employee to advance the grievance to the next step.

XIV. TERMINATION

Voluntary: if circumstances require that you resign from your job from the Village, you should submit a written resignation to the City Administrator at least two weeks prior to the effective date of resignation.

Involuntary: It is the policy of the Village of Wimberley to encourage employees to improve when performance or behavior becomes unsatisfactory. However, if performance does not satisfactorily improve after the employee has been made aware of the problem and given sufficient time to remedy it, the employee's services may be terminated. In addition, as an at-will employee, an employee may be involuntarily terminated by the Village at any time for any reason or for no reason.

XV. EMPLOYEE EVALUATION

It shall be the duty of each employee to maintain high standards of cooperation, efficiency, and economy in his/her work for the Village. The City Administrator shall organize and direct the work of the staff to achieve these objectives.

The City Administrator will conduct performance appraisals on each employee at least on an annual basis. The purpose of conducting performance appraisals shall be to insure that an adequate communications link exists between employee and City Administration. As such, performance appraisals may be used to guide training, as a basis for discipline, or for validation of merit pay request. Performance appraisal forms must be approved by the City Administrator.

XVI. ELECTRONIC COMMUNICATION SYSTEM USE

This document sets forth the policy for use of the Village of Wimberley electronic communication system. The policy regulates use of computers, network applications, Internet, electronic mail (e-mail) systems, instant message systems, software, telephone systems (including voicemail) and other technology-based services owned by the Village of Wimberley. The policy is in place to protect the technology resources of Village of Wimberley and promote efficient and responsive public service. The City Administrator shall serve as the System Administrator to oversee the operation of the Village of Wimberley Electronic Communication System and enforce the system policies.

1.0 AVAILABILITY OF ACCESS

1.1 Access to the Village of Wimberley's computers, network applications, Internet, electronic

mail (e-mail) systems, instant message systems, software, telephone systems (including voicemail) and other technology based resources shall be made available to employees, elected and appointed officials primarily for administrative purposes and in accordance with administrative regulations. Limited personal use of the system shall be permitted if the use:

1. Imposes no tangible cost on the Village of Wimberley,
2. Does not unduly burden the Village of Wimberley's computer or network resources or violate the provisions of this handbook, and
3. Has no adverse effect on an employee's job performance.

Authorized users are responsible for exercising good judgment regarding the use of the Village of Wimberley Electronic Communication System.

2.0 USE BY MEMBERS OF THE PUBLIC

2.1 Access to the Village of Wimberley's computers, network applications, Internet, electronic mail (e-mail) systems, software, telephone systems (including voicemail) and other technology-based resources shall be made available to members of the public, in accordance with administrative regulations. Such use shall be permitted so long as the use:

1. Imposes no tangible cost on the Village of Wimberley; and
2. Does not unduly burden the Village of Wimberley's computer or network resources or violate the provisions of this handbook.

3.0 COMPUTER HARDWARE

3.1 All computer hardware acquired by the Village of Wimberley is the sole property of the Village of Wimberley. Limited personal use of the computer hardware shall be permitted if the use:

1. Imposes no tangible cost on the Village of Wimberley,
2. Does not unduly burden the Village of Wimberley's computer or network resources, and
3. Has no adverse effect on an employee's job performance

3.2 All computer hardware acquired by the Village of Wimberley shall remain on the Village of Wimberley's premises at all times unless specific authorization is given by the System Administrator.

3.3 All computer hardware purchases shall be approved in advance by the System Administrator.

3.4 Absolutely no one except approved vendors, the System Administrator, and certified computer technicians employed by the Village of Wimberley shall install computer hardware on any Village of Wimberley equipment.

3.5 Computer systems that are property of the Village of Wimberley may not be modified,

upgraded, or replaced with donated equipment without the prior approval of the System Administrator.

3.6 In order to maintain an accurate physical inventory, computer hardware may not be moved from one room to another room without prior approved of the System Administrator.

4.0 MAINTENANCE OF LOCAL HARD DRIVES

4.1 All computer systems that are property of the Village of Wimberley shall have licensed anti-virus protection.

4.2 All computer systems that are property of the Village of Wimberley allow access to the local hard drive for installing software. This access does not mean that personal software can be installed on Village of Wimberley computers.

4.3 On occasion, hard drives need to be reformatted. A certified computer technician employed by the Village of Wimberley will be responsible for reformatting hard drives. That technician shall not reinstall personal copies of software previously installed on local hard drives nor shall the technician retrieve personal data files.

4.4 Installation disks for software acquired by the Village of Wimberley shall be kept in a secure location designated by the System Administrator should the need for reinstallation arise.

4.5 Authorized users are personally responsible for making weekly backups of any data files on their Village of Wimberley computers. All backup disks shall be stored in a secure location designated by the System Administrator for archive purposes in accordance with the Village of Wimberley's document retention policy.

5.0 COMPUTER SOFTWARE

5.1 All software purchases for computer systems belonging to the Village of Wimberley shall be approved in advance by the System Administrator.

5.2 Absolutely no one except approved vendors, the System Administrator, and certified computer technicians employed by the Village of Wimberley are authorized to install computer software on any Village of Wimberley computer.

5.4 Software will be installed on computers belonging to the Village of Wimberley only when there is documentation showing that the software purchased is properly licensed. The software documentation and license must be provided to the System Administrator in advance of installation.

5.5 Computer software acquired by the Village of Wimberley is the sole property of the Village of Wimberley. Limited personal use of the software shall be permitted if the use:

1. Imposes no tangible cost on the Village of Wimberley,

2. Does not unduly burden the Village of Wimberley's computer or network resources or violate the provisions of this handbook, and
3. Has no adverse effect on an employee's job performance

Such software shall remain on the premises of the Village of Wimberley at all times unless the System Administrator gives specific authorization.

5.4 Unauthorized software installation may affect network and machine performance adversely and is strictly prohibited.

6.0 ACCEPTABLE USE

6.1 Access to the Village of Wimberley Electronic Communication System is a privilege, not a right. All authorized users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to allow monitoring of their use and to comply with such regulations and guidelines.

6.2 It is not possible to list all forms of behavior or acts that are considered unacceptable use of the System, but the following are examples that will result in disciplinary action up to and including termination of employment:

- Using the system for any illegal purpose
- Sharing confidential information using electronic mail
- Sending displaying or downloading offensive messages or pictures (i.e., harassing, fraudulent, obscene, sexually explicit, profane, and abusive messages).
- Assisting a public campaign for election of any person to any office of for the promotion of or opposition to any ballot proposition
- Using obscene language
- Harassing, insulting or attacking others
- Engaging in practices that threaten the system (i.e., loading files that may introduce a virus)
- Violating copyright laws
- Using others' passwords or sharing personal passwords with unauthorized users
- Trespassing in others' folders, documents, or files
- Intentionally wasting limited resources (ink, paper, storage space, etc)
- Disabling or attempting to disable any Internet filtering device.
- Encrypting communications to avoid security review
- Gaining unauthorized access to restricted information or resources.

6.3 Inappropriate system use may result in suspension of access or termination of privileges and other disciplinary action consistent with Village of Wimberley policies. Violations of law may result in criminal prosecution as well as disciplinary action by the Village of Wimberley.

7.0 INTERNET ACCESS

7.1 The Internet is provided for the Village of Wimberley staff, elected and appointed officials to conduct research and communicate with others. Communications over the Internet are often public in nature, therefore, rules and standards for professional behavior and communications apply.

7.2 The Internet shall not be used for personal gain or for purposes that may disrupt the operation of the Village of Wimberley's computer systems.

7.3 Authorized users are responsible for the content of all text, audio, and images that they send over the Internet.

7.4 Authorized users shall not download files from unknown or suspicious sources.

8.0 ELECTRONIC MAIL

8.1 Authorized users shall not use electronic mail to share confidential information because messages are entirely secure.

8.2 Authorized users are responsible for the content of all text, audio, and images that they send via email. (i.e., harassing, fraudulent, obscene, sexually explicit, profane, and abusive messages).

8.3 Authorized users shall not send non-public personal information, police materials, or other confidential information to unauthorized persons.

8.4 Authorized users shall periodically delete those unneeded electronic mail transmissions not required to be retained by the Texas Open Records Act.

8.5 Authorized users shall not open files attached to emails from an unknown or suspicious source and should delete these attachments immediately. Also, "double delete" by emptying your Trash.

8.6. Authorized users shall delete SPAM, chain, and other junk mail upon receipt.

9.0 FILTERING

9.1 Each Village of Wimberley computer with Internet access shall have a filtering device or software that blocks access to visual depictions that are obscene, pornographic, inappropriate or harmful to minors, as defined by federal, state and local laws.

9.2 The System Administrator shall enforce the use of such filtering devices. Upon approval from the System Administrator, an authorized user may disable the filtering device for bona fide research or other lawful purpose.

10.0 MONITORED USE

10.1 Electronic mail transmissions and other use of the electronic communications system by authorized users shall not be considered private. The System Administrator shall be authorized to monitor such communication at any time to ensure appropriate use.

11.0 INTELLECTUAL PROPERTY RIGHTS

11.1 As agents of the Village of Wimberley, employees, elected and appointed officials shall have limited rights to work they create using the Village of Wimberley's Electronic Communications System. The Village of Wimberley shall retain the right to use any product created in the scope of a person's employment even when the author is no longer an employee of the Village of Wimberley.

12.0 DISCLAIMER OF LIABILITY

12.1 The Village of Wimberley shall not be liable for users' inappropriate use of technology systems or violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The Village of Wimberley shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.

13.0 SECURITY

13.1 Authorized users are responsible for taking appropriate steps to select and secure passwords for their Village of Wimberley computer. User-level passwords shall be known only by each individual user and the System Administrator and should be changed every 90 days. The following criteria should be used by users in determining passwords:

- Passwords should have at least eight characters.
- Passwords should not be words found in the dictionary.
- Passwords should not be common words.
- Passwords should not be revealed in an email or phone message, or shared with others, unless authorized by the System Administrator.

14.0 INCIDENT RESPONSE PROCEDURE

14.1 The purpose of this procedure is to identify and respond to emergencies that occur with the Village of Wimberley's computers, network applications, Internet, electronic mail (e-mail) systems, software, telephone systems (including voicemail) and other technology based services

owned by the Village of Wimberley. The following steps are to be followed by the authorized user upon encountering a system problem:

- Identify the Problem.
- Assess and Contain the Damage, if capable
- Document the Date and Time of the Incident .
- Contact the System Administrator who will in turn communicate the reported problem to the appropriate emergency contact

15.0 SYSTEM REPAIRS

15.1 In the case of non-emergency repairs, authorized users shall complete a System Support Request Form and submit the form to the System Administrator. A copy of the reference form is attached to this policy.

16.0 TRAINING

16.1 All authorized users should read this policy and be trained in the guidelines and procedures outlined above, at least annually by the System Administrator. Questions regarding the policy should be addressed to the System Administrator.

XVII. ANTIFRAUD

1.0 PURPOSE

The purpose of this policy is to provide guidelines for the prevention, deterrence, and detection of fraud. Administration and Staff will be responsible for creating a positive workplace environment ensuring a culture of honesty and ethical behavior to enhance the Village of Wimberley's ability to protect its assets, operations, and reputation.

2.0 SCOPE

This policy applies to any fraud, or suspected fraud, involving employees, consultants, vendors, contractors, and/or any other party including those with a business relationship with the City. All employees are responsible for the detection and prevention of fraud, misappropriations, and other irregularities. Each administrator shall be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of fraud.

Any fraud that is detected or suspected must be reported immediately to the City Administrator, who shall coordinate all investigations after contacting the City's Independent Auditor. Fraud that is detected or suspected involving the City Administrator must be reported immediately to the Mayor who will coordinate the investigation after contacting the City's Independent Auditor. In cases of alleged fraud involving both the Mayor and City Administrator, such cases shall be

reported immediately to the City's Independent Auditor who will coordinate the investigation. All employees will be held accountable to act within the organization's code of conduct.

3.0 ACTIONS CONSTITUTING FRAUD

Fraud is defined as the intentional false representation or concealment of a material fact for the purpose of inducing another to act upon it to his or her injury. Examples of fraud refer to, but not limited to:

- Any dishonest or fraudulent act
- Impropriety in the handling or reporting of money or financial transactions
- Theft of any kind including, but not limited to any of the offenses listed in Chapter 31 of the Texas Penal Code
- Forgery or alteration of any document or account belonging to the City (checks, timesheets, invoices, contractor agreements, bid documents, purchase orders, electronic files, and other financial documents)
- Financial report misrepresentations
- Forgery or alteration of a check, bank draft, or any other financial document
- Misappropriation of funds, securities, supplies, inventory, or any other asset including furniture, computers, fixtures or equipment)
- Authorizing or receiving payments for hours not worked
- Disclosing confidential and proprietary information to outside parties
- Accepting or seeking anything of material value from contractors, vendors, or persons providing services/materials to the City that may be construed to be an attempt to influence the performance of an employee's official duty in the scope of employment for the City
- Destruction, removal, or inappropriate use of records, furniture, fixtures and equipment
- Any similar or related irregularity

Questions as to whether an action constitutes fraud should be referred to the City Administrator for clarification. In cases allegedly involving the City Administrator, questions should be referred to the Mayor. In cases allegedly involving both the City Administrator and Mayor, questions should be referred to the City's Independent Auditor.

4.0 REPORTING

The Village of Wimberley expects employees and others with serious concerns about any aspect of the Village of Wimberley's ongoing operations to come forward and voice those concerns. Concerns should be reported in writing using the fraud disclosure form that will be available for all employees. This form encourages individuals to put their names to allegations, but is not a requirement. If an allegation is made in good faith, but is not corroborated by the investigation, no action will be taken against the originator of the allegation. If individuals make malicious allegations, disciplinary action may be considered against that individual.

Individuals can also call the City Administrator, Mayor or the City's Independent Auditor, as previously noted in this policy, directly to report suspected fraud.

The Village of Wimberley realizes that the originator of the complaint needs to be assured that the matter has been properly addressed. To help with this, whenever appropriate, and subject to legal constraints, the originator of the complaint will receive information about the outcome of any investigation.

5.0 INVESTIGATION

The City Administrator shall have the primary responsibility for the investigation of all suspected fraudulent acts as defined in this policy. In cases allegedly involving the City Administrator, the Mayor shall have the primary responsibility for the investigation. In cases involving the City Administrator and Mayor, the City's Independent Auditor shall have the primary responsibility for the investigation. Any employee who suspects dishonest or fraudulent activity must notify immediately the City Administrator, Mayor or the City's Independent Auditor as previously noted in this policy. An employee shall not attempt to personally conduct investigations and shall not contact the suspected individual in an effort to determine facts of demand restitution.

Upon completion of its investigation, the City Administrator shall submit a report detailing its findings to the Mayor and to other administrators, as appropriate. The City Administrator's report may contain a recommendation to refer the matter to the appropriate law enforcement and/or regulatory agencies for independent investigation. The decision to make any such referral shall be made by the Mayor in conjunction with legal counsel.

In cases involving the Mayor, the City Administrator shall submit a report detailing its findings to all City Council members not part of the investigation. The City Administrator's report may contain a recommendation to refer the matter to the appropriate law enforcement and/or regulatory agencies for independent investigation. The decision to make any such referral shall be made by those City Council members not part of the investigation in conjunction with legal counsel.

In cases involving both Mayor and City Administrator, the City's Independent Auditor shall submit a report detailing its findings to all City Council members not part of the investigation. The Auditor report may contain a recommendation to refer the matter to the appropriate law enforcement and/or regulatory agencies for independent investigation. The decision to make any such referral shall be made by those City Council members not part of the investigation in conjunction with legal counsel.

6.0 CONFIDENTIALITY

The City Administrator, Mayor and the City's Independent Auditor shall treat as confidential all reports of suspected fraud or irregularities and all information obtained through an investigation. The Village of Wimberley will attempt to protect an individual's identity if they report a concern and do not want their name disclosed. The investigation process, however, may reveal the source of the information, and/or a statement by the individual may be required as part of the evidence. The Village of Wimberley will not tolerate harassment or victimization and will take action to protect those who raise a concern in good faith.

Investigation results shall not be disclosed or discussed with anyone other than those who have a legitimate need to know. All inquiries concerning the activity under investigation from the suspected individual, his attorney or representative, or any other inquirer should be directed to the City Administrator, Mayor or the City's Independent Auditor as previously noted in this policy.

7.0 AUTHORIZATION

In the course of an investigation of suspected fraud, with proper notification of the appropriate level of management and in the presence of the appropriate administrator, the appropriate investigator shall have:

- Free and unrestricted access to all City records, premises, and facilities, whether owned or rented by the City
- The authority to interview employees and record such interviews, if necessary
- The authority to examine, copy, and/or remove all documents, electronic data, files, tapes, disks, computers, and other equipment and storage facilities on the premises without prior knowledge or consent of any individual who may use or have custody of any such items or facilities when it is the scope of the investigation

8.0 CONSEQUENCES

In the event an employee is found to be engaging in or to have been engaged in fraudulent acts, or failed to report fraudulent acts, he/she will be subject to disciplinary action, which could include termination. Based on the seriousness of the offense, the results may be referred to the appropriate law enforcement and/or regulatory agencies.

9.0 PREVENTION

Fraud can occur in an administrative environment where opportunities exist for waste, abuse and mismanagement. The following internal controls shall be maintained to help prevent fraud:

- Defining clear lines for supervisory responsibilities and accountabilities in the Village organization
- Adherence to all organizational procedures, especially those concerning documentation and authorization of transactions
- Physical security over assets such as locking of doors and restricting access to certain areas
- Proper training of employees
- Independent review and monitoring of tasks
- Ensuring that employees take regular vacations

For the Village of Wimberley, the management of fraud prevention is a critical and integral element of good management.

Wimberley Wellness, PLLC
14100 Ranch Road 13 Unit 900
Wimberley, Texas 78676
Phone: 512-847-0300
Fax: 512-847-0200
Tax ID # 821300451

PROPOSAL

TODAYS DATE: 3/16/2018	SERVICE DESCRIPTION: 10 PANEL DRUG SCREEN
---------------------------	--

A 10 panel drug screen will be administered per employee. The results will be released to the potential employer only at the time of service and will not be given to the potential employee until the employer has been notified.

We propose hereby to furnish material and labor - complete in accordance with above specifications for the of: \$35.00 dollars per drug screen. The City of Wimberley will be invoiced at time of service. Payment is due by the 15th of the following month.
--

Authorized by: Angela Masullo Office Manager

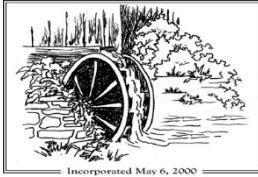
Authorized Signature: _____

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title:

**Discuss and Consider Possible Action Regarding
the Allocation of \$20,000 to be Utilized for
Hotel Occupancy Tax Grant Proposals**

Council Action Requested:

- ☐ Ordinance
- ☒ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

At their meeting on March 28, the HOT Committee requested an item be brought before Council to authorize \$20,000 in grant funding for FY 2018.

For FY 2018, the HOT Fund Budget, showed a fund balance of \$299,194.43. At previous meeting, Council has authorized expenditures from this fund balance for a Tourism Director position, marketing firm, and partial funding for the Visitors Center.

Beginning Balance	299,194.43
Fund Balance Committed – Emergency Plan	5,000.00
Previously Approved Funding	4,500.00
Tourism Director	83,520.00
Marketing	119,446.00
Visitor's Center	<u>50,840.00</u>
Ending Balance	\$ 35,888.43

Resolution No. 16-2018 will provide the HOT Committee \$20,000.00 to be utilized for grant funding. This money is being moved from the Unobligated line item to the Operations line item and will provide a new ending balance of \$15,888.43. Grant proposals presented to the HOT Committee will ultimately be presented to Council for consideration before any funding is authorized.

Recommendation:

The City Administrator recommends approval of this item.

Attached:

- Resolution No. 16-2018

RESOLUTION NO. 16-2018

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2017/2018 OPERATING BUDGET (BUDGET AMENDMENT NO. 10), PROVIDING FOR THE TRANSFER OF FUNDS IN THE HOTEL OCCUPANCY TAX UNOBLIGATED FUND BALANCE TO THE HOTEL OCCUPANCY TAX OPERATION FUND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council approved the 2017/2018 Operating Budget and appropriated the necessary funds out of the Hotel Occupancy Tax Unobligated Fund Balance; and

WHEREAS, the City Council has reviewed and approves the need for increased appropriations in the Hotel Occupancy Tax Operation Fund (6592 – HOT Disbursements).

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

Section 1

The City Council of the City of Wimberley, Texas, hereby authorizes and approves an amendment to the 2017/2018 Operating Budget (Budget Amendment No. 10) for the purpose and in the amounts shown below, the amounts to be appropriated from the Hotel Occupancy Tax Unobligated Fund Balance:

Hotel Occupancy Tax Unobligated Fund Balance

Transfers - Transfer from Hotel Occupancy Tax Unobligated Fund Balance

Decrease fund balance (\$105,650.15 by \$20,000.00)

Transfers - Transfer to Hotel Occupancy Tax Operation Fund (6592 – HOT Disbursements)

Increase expenditure balance in 6592- HOT Disbursements from \$0.00 to \$20,000.00

The effect of these transactions will reduce fund balance in the Hotel Occupancy Tax Unobligated Fund Balance by \$20,000.00 and increase expenditures in the Hotel Occupancy Tax Operation Fund (6592 – HOT Disbursements) by \$20,000.00.

Section 2

The City Council of the City of Wimberley, Texas, hereby amends the 2017/2018 Operating Budget, increasing appropriations in the funds states in Section 1 above.

Section 3

This resolution shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED this 5th day of **April, 2018.**

The City of Wimberley, Texas

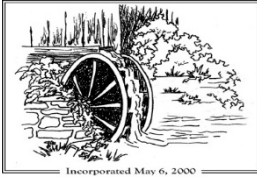
Herschel P. “Mac” McCullough, Mayor

ATTEST:

Laura J. Calcote, City Secretary



City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title:

Discuss and Consider Possible Action Regarding the Policies and Procedures Relating to Placement of Temporary Signs at the Wimberley Community Center.

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

This item was originally presented to Council on March 15, 2018. After some consideration the item was tabled, and the City Administrator was asked to come back to Council with examples of what other cities, and Hays County allow with regards to signs.

City of Blanco & City of Dripping Springs

Sec. 26.06.063 Political Signs (Blanco)/ Sec. 26.06.064 Political signs (Dripping Springs)

- a) A political sign shall not have an area greater than thirty-six (36) square feet.
- b) A political sign shall not be more than six (6) feet in height.
- c) A political sign shall not be lighted or have any moving elements.
- d) Political signs may be installed on private property only with the consent of a property owner and may not be installed in, on or over any street or public right-of-way.
- e) Political signs related to a particular candidate may be erected no earlier than one hundred eighty (180) days prior to the election or primary for which the sign is installed and must be removed no later than three (3) days after the victor is sworn in.

City of Woodcreek

Political signs may be placed only on the premises of a person or entity upon receipt of that person's or entity's express authorization. No political sign may be placed in, on or over any public right-of-way or publicly-owned land. Political signs may not have an effective area greater than 36 feet, be more than eight feet high, be illuminated or have any moving parts.

Hays County

AMENDED AND RESTATED PROPERTY USE POLICY
ARTICLE I GENERAL USE OF COUNTY PROPERTIES

(6) "County Properties" or "Property" shall mean any property owned or leased by Hays County, a political subdivision of the State of Texas, on which a General Function or Event may be held.

ARTICLE II

PROPERTY USE POLICIES AND REGULATIONS FOR HAYS COUNTY PROPERTY USE AS PUBLIC ELECTION POLLING LOCATIONS

(II)(B) DEFINITIONS.

- (1) "Camping" shall mean the posting of political signs, including the use of tents, chairs, booths, tables or other furniture to post, use or distribute political signs or literature.
- (2) "Early Voting Period" means the period prescribed by Section 85.001 of the Texas Election Code.
- (3) "Voting Period" shall mean the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later.

(II)(D) REGULATIONS.

The following regulations are enacted, adopted and apply to property owned by Hays County that is outside the 100 foot radius as described in Section 61.003(a) of the Texas Election Code:

(1) It shall be a violation of these regulations for any person to leave any campaign sign or literature on county-owned property that is used as a polling place other than as follows: a) For polling places that offer an Early voting Period and a Voting Period, beginning at 5 p.m. on the Friday before the start of the Early Voting Period and running through the Voting Period and until 36 hours after the polls close for the designated Voting Period; b) For polling places that only offer an Early Voting Period, beginning at 5 p.m. on the Friday before the start of the Early Voting Period and running until 36 hours after the polls close for the designated Early Voting Period; c) For polling places that only offer an Voting Period, beginning at 5 p.m. on the Friday before the start of the Voting Period and running until 36 hours after the polls close for the designated Voting Period. Runoff Elections shall be treated as their own Voting Period for the purposes of this Section.

(2) It shall be a violation of these regulations for any person to engage in Camping on sidewalks, driveways, or parking areas during or within 1 hour of the business hours of any county facility on the premises of a polling location. If the business hours of a county facility are not posted, the business hours of that facility shall be Monday through Friday from 8 a.m. to 5 p.m. This Section shall not apply to campaign signs that are attached to vehicles that are lawfully parked (outside the 100 foot radius) on a premises used as a polling location, granted that the signs are not blocking the view of vehicles entering or leaving the parking areas. Likewise, this Section shall not apply to electioneering activity that is conducted on foot and without the use of tents, chairs, booths, tables or other furniture to post, use or distribute political signs or literature. However, this Section shall not be construed to permit any electioneering whatsoever within 100 feet of an outside door through which a voter may enter the building in which a polling place is located.

The City of Wimberley outlines the ways in which political signs can be displayed in the City in the following ways:

Wimberley Community Center

Under the "Wimberley Community Center Policies & Procedures Relating to Placement of Temporary Signs", it states:

For purposes of this Policy, Users are defined as those users that have approved Facility rental agreements with the City or are candidates for political office when the Facility is established as a polling location for election purposes. Users of the Facility may place temporary signage on the grounds, outside the Facility, at locations designated by the City of Wimberley. Designated areas include the landscaped islands in the parking lot and the landscaped area on the south side of the entrance drive. Such signage may be put up no earlier than the midnight of the night before the use and signs must be removed no later than one (1) hour following the conclusion of the use. Signs remaining up after the required time of removal shall be removed by the WCC staff and a sign reclamation charge of \$5 per sign shall be levied by the City. No temporary signage shall be permitted on the entrance island to the WCC or on the rock wall on the north side of the entrance (the Winters-Wimberley House side). Signs may be removed by the City at any time if it determines, in its sole discretion, that the sign is a traffic, safety, or other hazard to the public, or is in violation of this Policy.

City of Wimberley Code of Ordinances

Ordinance No. 2013-017 amended and replaced Chapter 152 (Signs) of the City of Wimberley Code of Ordinances, and provided the following guidelines for the placement of political signs:

(I) Political signs.

A political sign is a sign that is primarily political in nature or that supports or opposes any candidate for public office or any proposition to be voted upon at an election, or that makes a political statement in the nature of constitutionally protected non-commercial free speech.

- (1) A political sign that contains primarily a political message and that is located on private real property shall not have an area greater than thirty-six (36) square feet, shall not be more than eight (8) feet in height, shall not be a lighted sign and shall not have any moving elements.
- (2) Political signs may be placed on property only with the consent of the property owner.
- (3) No political sign may be placed in, on or over any street or publicly owned land.

A political sign that refers to a candidate or issue on the ballot in an election shall not be placed at a location more than forty-five (45) days prior to the date of the election and shall be removed by the responsible party within three (3) days after the election.

Attached:

- Hays County Amended and Restated Property Use Policy



AMENDED AND RESTATED PROPERTY USE POLICY

Effective December 19, 2017

AMENDED AND RESTATED PROPERTY USE POLICY

EFFECTIVE DECEMBER 19, 2017

OVERVIEW

This Property Use Policy (“Policy”) is intended for use as a guide to the public and Hays County staff regarding the use of Hays County Properties by other local governmental entities, private entities, and citizens.

When used with good judgment and common sense, the Property Use Policy will enable the Hays County staff to provide safe and reasonable access to County Properties for approved functions and events. County staff involved in the granting of property use should be familiar with, and adhere to, the guidelines set forth within this Property Use Policy. Staff cooperation is essential if the County is to provide the most fair and open access to County Properties.

While this Policy does not answer all questions related to property use, it does provide the means for all County employees to provide a consistent response to requests for use of County Properties, and, in particular, the Historical Hays County Courthouse grounds.

This Property Use Policy is subject to revision. Circumstances and needs related to use of County Properties can change on short notice. Though it may change from time to time, this Policy should provide objective, equitable guidelines that can be followed by County staff.

ARTICLE I

GENERAL USE OF COUNTY PROPERTIES

(I)(A) DEFINITIONS. The following words and terms, when used in this Article I shall have the following meanings, unless the context clearly indicates otherwise.

- (1) “General Function(s)”** shall mean any activity held on the grounds involving twenty (20) or fewer people that does *not* meet the definition of a Class I Event or Class II Event (e.g. picnics, dog walking, picketing, etc.)
- (2) “Ceremonial Function(s)”** shall mean any performance, ceremony, presentation, or activity held on the grounds that warrants coordination by the County with other Ceremonial Functions or Events on the Property. Ceremonial Functions typically call for temporary use of exclusive space. Functions involving fewer than twenty (20) people that do not otherwise qualify as Class I or Class II Events are considered General Functions, not Ceremonial Functions.
- (3) “Class II Event”** shall mean an event that **1)** hosts more than twenty, but does not exceed two hundred (200) attendees; **or 2)** uses the existing electricity outlets on the Property, without additional setup; **or 3)** brings items onto the Property that, in the opinion of the Office of General Counsel, presents some risk to the Property or people visiting the

Property (e.g. grills, bounce houses, etc.); **or 4)** calls for the temporary, exclusive use of space on the Property.

- (4) **“Class I Event”** shall mean an event that **1)** exceeds two hundred (200) attendees, **or 2)** requires more complex electricity setup than exists on the County Property (e.g. circuit boards, electrical panels, or generators).
- (5) **“County Contact”** shall mean the Office of General Counsel, 111 E. San Antonio Street, Suite 202, San Marcos, Texas, (512) 393-2219.
- (6) **“County Properties” or “Property”** shall mean any property owned or leased by Hays County, a political subdivision of the State of Texas, on which a General Function or Event may be held.
- (7) **“Organizer”** shall mean the individual or entity responsible for planning and hosting the General Function or Event.
- (8) **“Equipment”** shall mean any material or tools such as; sand bags, cones, fencing, etc. that is being utilized by or assisting an Event/Function.
- (9) **“Cancellation by County”** shall mean the decision to cancel an event or function due to weather or other reasons as determined by the County. The County, by and through its designated representative, shall provide written and/or verbal notice to the Organizer as soon as reasonable possible of any need to cancel an Event or Function. In the event the cancellation is weather related the decision will be made as soon as possible for the safety and welfare of the citizens of Hays County and the in the interest of property owned by Hays County.
- (10) **“Cancellation by Organizer”** shall mean the decision and written notice by the Organizer that an Event or Function will not take Place.

(I)(B) DOCUMENTARY REQUIREMENTS.

- (1) **General Functions.** No advanced written notice shall be required for General Functions.
- (2) **Ceremonial Functions.** Organizers shall provide advanced written notice of Ceremonial Functions that are expected to attract an attendance of less than twenty (20) people and that do not otherwise qualify as Events. Notice shall be provided to the County Contact at least three (3) business days prior to a Ceremonial Function. Hays County reserves the right to designate, by advanced written notice, a specific area on the Property within which the Ceremonial Function must be held.
- (3) **Class II Events.** At least five (5) days prior to a Class II Event, Organizers shall execute a standard Class II License Agreement issued by Hays County, the contents of which *shall not require* Organizers to secure Special Event Insurance, General Liability Insurance, or the like.

- (4) ***Class I Events.*** At least five (5) days prior to a Class I Event, Organizers shall execute a standard Class I License Agreement issued by Hays County, the contents of which *shall* require Organizers to secure Special Event Insurance, General Liability Insurance, or the like.

(I)(C) DEPOSIT FOR USE OF COUNTY PROPERTIES.

- (1) Organizers of Class I and Class II Events may be required to submit a deposit, the amount of which shall be set by the County Judge. Deposits may be paid by Cashier's Check or Money Order and delivered to the County Contact no later than twenty-four (24) hours prior to the Event. The County may deduct from the deposit:
- (a) the cost of damage to the County Properties that is a direct result from the event or activity; and
 - (b) the cost of extra labor directly attributable to the Event or activity.
- (2) Organizers will be held responsible for clean-up of the area, including the restrooms located inside the Courthouse. Any deposit will be refunded following an inspection of the area to determine that the area has been adequately cleaned. The deposit refund process takes approximately two (2) weeks from the date of the event. A \$25 per hour fee for clean-up of the County Property will be charged, if necessary.
- (3) Violation of any of the County Policy will result in Event/Function cancellation and loss of security deposit.

(I)(D) SECURITY.

Organizers of Events that anticipate more than 100 attendees shall be required to hire one (1) officer to act as security during Event times. An Organizer may also be required to hire security during set-up and clean-up times, before and after the Event. Organizers shall utilize off-duty officers from the Hays County Sheriff's Office or from a Constable's office within Hays County, as required by the Collective Bargaining Agreement between Hays County and the Hays County Law Enforcement Association, as may be amended from time to time. Additional security may be required if, in the opinion of the Office of General Counsel, additional security is needed for safety and/or protection of Hays County property.

(I)(E) MISCELLANEOUS PROVISIONS.

- (1) The individual granted authority to oversee a County Property under Section (E), below, may, at his/her own discretion, reasonably restrict the duration of any General Function or Event held on that property.
- (2) The individual granted authority to oversee a County Property under Article IV, below, may, at his/her own discretion, reasonably dictate the times of day during which any General Function or Event may be held on that property.
- (3) The individual granted authority to oversee a County Property under Article IV, below, may, at his/her own discretion, reasonably designate, by advanced written notice, a specific

area or areas on the Property within which any General Function or Event must be held on that property.

- (4) Approval of an Event or activity may not be granted if it is determined that the event:
 - (a) may cause physical damage to County Property;
 - (b) may endanger the health and safety of Hays County employees or the public.
 - (c) may invoke violence, riot, or any criminal act;
 - (d) may have the intent of intimidating any person, or protected class;
 - (e) is being held by an Organizer who has a record of violating County policy.
- (5) Property use may not interfere with any Commissioners Court session or the regular use of the County Properties for the transaction of regular County business. Use of County property may be subject to content-neutral, security restrictions enforced by the Hays County Sheriff's Office or Hays County Constable's Office.
- (6) Sound equipment, chairs, podiums, tents, or other equipment required for ceremonies, presentations, performances, rallies, or press conferences must be approved in advance of installation by the County Judge, but furnished and installed by the requesting party. Installation approval is subject to inspection by County Staff and the County Fire Marshal.
- (7) The County may allow up to two (2) signs advertising an upcoming Event beginning two (2) weeks prior to the Event. Location of signage shall be arranged through the Office of General Counsel and shall be determined based on a number of factors, including but not limited to space needed for other Events and obstruction of views. Signs may be no larger than 4' x 10'. Any deposit required for the Event shall be paid prior to the placement of signage under this Section.
- (8) Uses of County Property may not violate local, state or federal law. The time, place, and manner of use of County Property may be subject to reasonable, content-neutral, limitations and/or restrictions.
- (9) No signs, placards, or visual displays may be carried into the County Properties (inside buildings) or placed on the County Properties. No signs, placards, or visual displays may be attached to any part of the County Properties, including, but not limited to walls, fences, lampposts, flagpoles, trees, etc., except as approved by the County Judge.
- (10) No use of stakes, anchors or any other objects to secure tents or other equipment shall be used. Tents and/or other equipment shall only be secured in place by sandbags.
- (11) Other than bathroom access, no use of the interior portions of a County Property shall be allowed without sponsorship of the Event by a County Official Sponsor. A County Official Sponsor, or that Sponsor's designee, must be present at the Event.
- (12) Soliciting charitable donations, contributions, or collecting private debts on County Property is prohibited. Commercial soliciting, vending, and displaying or distributing

commercial advertising on County Property is prohibited, except when in conjunction with an event approved by the Commissioners Court.

- (13)** No discharge of firearms is allowed on Hays County Properties without written consent of the Hays County Judge after authorization by the Hays County Commissioners Court.
- (14)** Events/Functions may last no longer than three (3) consecutive days.
- (15)** Equipment left overnight requires advance special approval from the County Judge's Office.
- (16)** Any Equipment that is helpful to an Event/Function will not be proved by the County, and must not be obstructing or damaging walkways or property.
- (17)** If inclement weather were to occur prior to an Event/Function, Organizers are responsible for rescheduling a time to set up an Event/Function. If withdrawal to continue their activity is desired by the Organizer, prior to the Event/Function, a full refund of the security deposit will be allowed.
- (18)** If an Event/Function exceeds a certain amount of bodies, two (2) or more security guards will be required to be on the premises.
 - a. The exceeded number will be determined by the Office of General Counsel.
- (19)** Cancellation by an Organizer must be in writing (or complete a cancellation form) and submitted to the Office of General Counsel at least two (2) days prior to the Event/Function.

ARTICLE II
**PROPERTY USE POLICIES AND REGULATIONS FOR HAYS COUNTY PROPERTY
USE AS PUBLIC ELECTION POLLING LOCATIONS**

(II)(A) AUTHORITY.

Pursuant to Chapter 61 of the Texas Elections Code, as amended, Hays County enacts the following policies and regulations concerning the time, place, and manner of electioneering on county-owned property outside the area described in Section 61.003(a) of the Texas Election Code which is within 100 feet of an outside door through which a voter may enter the building in which a polling place is located. The regulations are not intended to and do not prohibit electioneering outside the 100 feet of an outside door through which a voter may enter the building in which a polling place is located as described in Section 61.003(a) of the Texas Election Code, but are to provide reasonable viewpoint-neutral regulations for electioneering on property owned by Hays County that is outside the 100 feet radius as described in Section 61.003(a) of the Texas Election Code.

(II)(B) DEFINITIONS.

For the purposes of this Article II, the following definitions apply:

- (1) “**Camping**” shall mean the posting of political signs, including the use of tents, chairs, booths, tables or other furniture to post, use or distribute political signs or literature.
- (2) “**Early Voting Period**” means the period prescribed by Section 85.001 of the Texas Election Code.
- (3) “**Voting Period**” shall mean the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later.
- (4) “**Runoff Election**” shall mean any election held pursuant to Section Chapter 2, Subchapter B of the Texas Election Code.

(II)(C) PURPOSE.

The purpose of this Article II is to provide reasonable regulations for electioneering on county owned property when such property is used as an election polling place. The regulations contained herein are to mitigate against any safety concerns, prevent damage to public property, and ensure that the property is sufficiently available for the public.

(II)(D) REGULATIONS.

The following regulations are enacted, adopted and apply to property owned by Hays County that is outside the 100 feet radius as described in Section 61.003(a) of the Texas Election Code:

- (1) It shall be a violation of these regulations for any person to leave any campaign sign or literature on county-owned property that is used as a polling place other than as follows: a) For polling places that offer an Early voting Period and a Voting Period, beginning at 5 p.m. on the Friday before the start of the Early Voting Period and running through the Voting Period and until 36 hours after the polls close for the designated Voting Period; b) For polling places that only offer an Early Voting Period, beginning at 5 p.m. on the Friday

before the start of the Early Voting Period and running until 36 hours after the polls close for the designated Early Voting Period; c) For polling places that only offer an Voting Period, beginning at 5 p.m. on the Friday before the start of the Voting Period and running until 36 hours after the polls close for the designated Voting Period. Runoff Elections shall be treated as their own Voting Period for the purposes of this Section.

- (2) It shall be a violation of these regulations for any person to engage in Camping on sidewalks, driveways, or parking areas during or within 1 hour of the business hours of any county facility on the premises of a polling location. If the business hours of a county facility are not posted, the business hours of that facility shall be Monday through Friday from 8 a.m. to 5 p.m. This Section shall not apply to campaign signs that are attached to vehicles that are lawfully parked (outside the 100 feet radius) on a premises used as a polling location, granted that the signs are not blocking the view of vehicles entering or leaving the parking areas. Likewise, this Section shall not apply to electioneering activity that is conducted on foot and without the use of tents, chairs, booths, tables or other furniture to post, use or distribute political signs or literature. However, this Section shall not be construed to permit any electioneering whatsoever within 100 feet of an outside door through which a voter may enter the building in which a polling place is located.
- (3) It shall be a violation of these regulations for any person to attach, place or otherwise affix any campaign sign literature or material to any building, tree, shrub, pole, fixture, or other improvement on a premises used as a polling location. A violation of this Section by a candidate or the agents of a candidate that results in damage to County property may result in financial liability of the candidate and action by the County to recover the costs of damages.
- (4) It shall be a violation of these regulations for any person to place a sign in the right-of-way of the public road way adjacent to county-owned property where a polling location is located pursuant to Texas Transportation Code, Section 393.002. Violation of this regulation is also a violation of state law, and the violator may be charged with a Class C Misdemeanor.
- (5) Placement of signage requiring a metal t-post or stake that has to be driven into the ground for support will only be allowed in designated areas to protect irrigation systems and landscaping. The Commissioners Court shall designate these areas and make copies of such designations available in advance of the period in which electioneering is permitted under Regulation 1, above. A violation of this Section by a candidate or the agents of a candidate that results in damage to County property may result in financial liability of the candidate and action by the County to recover the costs of damages.
- (6) Tents, covered canopies or any other camping structures that are anchored to the ground may not be placed on a premises used as a polling location.
- (7) The Hays County Commissioners Court reserves the right to institute parking regulations within the parking lot(s) of any County-owned property, which may affect the duration of time a vehicle, including but not limited to vehicles to which campaign signs are attached, may remain on a premises used as a polling location.

- (8) This Article II relates only to signage that qualifies as Political Advertising as defined by Title 15 of the Texas Election Code. Placement of signage that is not Political Advertising on Hays County property may be regulated by the general provisions of the Hays County Property Use Policies under Article I, and therefore may be subject to an application procedure in advance of posting.

(II)(E) VIOLATIONS.

- (1) Any violation of these policies and regulations may result in the removal of items from the premises being used as a polling location. Items removed under these policies and regulations will be held for a minimum of 72 hours after removal and a Hays County representative will attempt to contact the candidate or entity that is believed to own such an item. However, it is not the responsibility of Hays County to ensure any candidate or entity is actually notified of the removal of items, and items may be discarded or destroyed after a period of 72 hours from the time of removal.
- (2) Individuals found to be violating these policies and regulations will be asked to cease and desist the volatile activity. If that individual continues to violate these policies and regulations, he/she may be provided with a Criminal Trespass Warning and ordered to leave the premises being used as a polling location. Recipients of a Criminal Trespass Warning who return to the premises in violation of the terms of said Warning may be subject to arrest.

ARTICLE III
PROPERTY USE POLICIES AND REGULATION FOR HAYS COUNTY PROPERTY
USE FOR PUBLIC DISPLAYS

III(A) DEFINITIONS.

For the purposes of this Article IV, the following definitions apply:

- (1) ***“Display” or “Fixture” or “Symbol”*** shall mean to make a prominent exhibition of a Symbol in a location that can be viewed by the general population temporarily that shall not exceed for more than ten (10) days of its initial placement.
- (2) ***“Equipment”*** shall mean any material or tools; such as sand bags, cinderblocks, canopies, that is assisting an Event/Function or is helpful to the structure of a Display.
- (3) ***“Organizer”*** shall mean the individual or entity responsible for planning and place a Display.

III(B) PURPOSE.

The purpose of this Article III is to provide reasonable regulation of citizens using county-owned property. Regulation of Public Displays shall be content neutral. The regulations contained herein are intended to mitigate against any safety concerns, prevent damage to public property, and ensure that the property is sufficiently available for the public.

III(C) DOCUMENTARY REQUIRMENTS.

Display. At least seven (7) days prior to its initial placement, Organizers shall execute a standard License Agreement issued by Hays County, the contents *shall* require Organizers to state what the content of the Display will be, stating that Hays County is not liable for any damages that the Display may acquire, or the like.

III(D) DEPOSIT FOR USE OF COUNTY PROPERTIES.

- (1) Organizers of a public Display(s) may be required to submit a deposit, the amount of which shall be set by the County Judge. Deposits may be paid by Cashier’s Check or Money Order and delivered to the County Contact no later than twenty-four (24) hours prior to the Displays initial appearance. The County may deduct from the deposit:
 - (a) The cost of damage to the County Properties that is a direct result from the Display;
and
 - (b) The cost of extra labor directly attributable to the Display.
- (2) The deposit refund process takes approximately two (2) weeks from the date of the event. A \$25 per hour fee for clean-up of the County Property will be charged if necessary.
- (3) Violation of any of the County Policy will result the Display to be null and void and loss of security deposit.
- (4) Any Organizer who wishes to terminate their Lease Agreement, will be refunded their deposit pro rata the amount of time the Display has stayed on the property

III(E) REGULATIONS.

- (1) Displays may only be placed after execution of a License Agreement.
- (2) Approval may not be granted if it is determined that the Display:
 - (a) may cause physical damage to County Property;
 - (b) may endanger the health and safety of Hays County employees or the public;
 - (c) may invoke violence, riot, or any criminal act;
 - (d) may have the intent of intimidating any person, or protected class;
 - (e) is being placed by an Organizer who has a record of violating County policy.
- (3) Equipment left overnight requires special approval from the County Judge.
- (4) Organizers must place a sign indicating the sign's sponsor and/or disclaiming an endorsement or participation from the County on the Display
- (5) Displays that are placed on public property shall be for a duration of no more than 10 days from initial placement.
- (6) Any Equipment that assists the structure of a Display will not be provided by the County, and must not obstruct sidewalks or pathways.
- (7) In the event of inclement weather, Displays may be taken/stored away by a county employee to prevent damage on the property.
 - (a) If inclement weather were to occur prior to a Display set up, the County may require postponement of the installation. Organizers are responsible for rescheduling a time to set up their Display. If an Organizer wishes to withdraw the activity, a full refund of the security deposit will be provided.
- (8) A Displays dimension shall not exceed past the dimension of the designated area. However, the Office of General Counsel shall determine the appropriate dimensions of the Display.
- (9) Sound equipment, chairs, podiums, tents, or other equipment required for a Display must be approved in advance of installation by the County Judge, but furnished and installed by the requesting party. Installation approval is subject to inspection by County Staff and the County Fire Marshal.
- (10) Locations for Displays shall be designated to the fourth (4th) quadrant of the County Courthouse (See Map attached hereto).

ARTICLE IV

PROPERTY OVERSIGHT

Subject to the provisions above, the following individuals are hereby granted the authority to oversee the use of the following Properties. Use of any County Property not enumerated below shall be considered under the authority and oversight of the County Judge. Some County Properties (e.g. the Hays County Government Center) are not considered Traditional Public Forums, and use of those Properties will be determined by the limitations of that particular forum.

<u>COUNTY PROPERTY</u>	<u>DESIGNATED AUTHORITY</u>
(1) Hays County Jail and Sheriff's Office** 1307 Old Uhland Road San Marcos, Texas 78666	Sheriff Gary Cutler** (or successor)
(2) Precinct 1 Right of Way	Commissioner Debbie Ingalsbe (or successor)
(3) 418 Broadway Street San Marcos, Texas 78666	Commissioner Debbie Ingalsbe (or successor)
(4) Precinct 2 Office(s) and Right of Way 5458 FM 2770 Kyle, Texas 78640	Commissioner Mark Jones (or successor)
(5) Precinct 3 Office(s) and Right of Way 200 Stillwater, Suite 103 Wimberley, Texas 78676	Commissioner Lon A. Shell (or successor)
(6) Precinct 4 Office(s) and Right of Way 195 Roger Hanks Parkway Dripping Springs, Texas 78620	Commissioner Ray Whisenant (or successor)
(7) Randall Vetter Park 3970 South Old Stagecoach Road San Marcos, Texas 78666	Commissioner Ray Whisenant (or successor)
(8) Dudley Johnson Park 3970 South Old Stagecoach Road San Marcos, Texas 78666	Commissioner Ray Whisenant (or successor)
(9) Jacob's Well Natural Area Located in Precinct 3	Commissioner Lon A. Shell (or successor)
(10) Courthouse Grounds 111 East San Antonio Street San Marcos, Texas 78666	County Judge Bert Cobb, M.D. (or successor)

(11) Hays County Government Center
712 South Stagecoach Trail
San Marcos, Texas 78666

County Judge Bert Cobb, M.D.
(or successor)

(12) 401 North Rebel Drive
Buda, Texas 78640

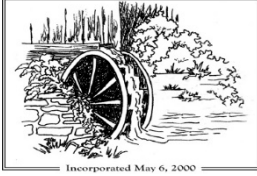
Commissioner Ray Whisenant
(or successor)

(13) 500 Jack C Hays Trail
Buda, Texas 78610

Commissioner Mark Jones
(or successor)

******The Hays County Sheriff shall have authority over all activities and functions that do not rise to the level of an “Event,” as defined above. All Events held at the Hays County Jail and Sheriff’s Office shall be subject to the authority and oversight of the Hays County Judge and/or the Hays County Commissioners Court.

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title: DISCUSSION AND
POSSIBLE ACTION - Ordinance No. 2018-11

Council Action Requested:

- ☒ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

Ordinance No. 2018-011 will amend Chapter 50 (Sewers and Water), Section 50.63(B)(2) of Ordinance No. 2010-014, requiring mandatory connection to a public wastewater system. This will be the first reading of Ordinance No. 2018-011. The Ordinance caption was published in the Wimberley View on Thursday, March 22, 2018.

ORDINANCE NO. 2018-11

AN ORDINANCE AMENDING CHAPTER 50 (SEWERS AND WATER), SECTION 50.63 (CONNECTION TO THE SEWER SYSTEM REQUIRED), OF THE CODE OF ORDINANCES OF THE CITY OF WIMBERLEY, TEXAS, IN ORDER TO ESTABLISH THE REQUIREMENTS FOR MANDATORY CONNECTION TO A PUBLIC WASTEWATER SYSTEM; AND PROVIDING FOR AN EFFECTIVE DATE; PROPER NOTICE AND MEETING, SAVINGS, SEVERABILITY AND REPEALER.

WHEREAS, the City Council of the City of Wimberley, Texas seeks to promote the health, safety, and general welfare of the citizens of the City, and the best interests of the City; and

WHEREAS, pursuant to Texas Local Government Code § 51.001, the City Council is authorized to adopt an ordinance that is for good government, peace, or order of the City and is necessary and proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Texas Local Government Code § 51.012, the City Council is authorized to adopt an ordinance, not inconsistent with state law, that the council considers proper for the government interest, welfare or good order of the City; and

WHEREAS, the City Councils seeks to ensure that water and sewer utility service is adequate and efficient for the citizens of the City; and

WHEREAS, the City is currently constructing facilities to expand the collection and treatment of wastewater in the City; and

WHEREAS, the City Council finds that requiring connection to the City's sewer system is in the best interest of the public health, safety, and welfare of the citizens; and

WHEREAS, pursuant to Texas Local Government Code § 552.001 and other laws, the City is authorized to operate its sewer utility system inside and outside the municipal boundaries, to regulate the system in a manner that protects the interests of the municipality, and to extend the lines of its utility system inside and outside the municipal boundaries.

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

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council of the Wimberley, and are hereby adopted and incorporated into the body of this ordinance as if copied in their entirety.

SECTION II. AMENDMENT

Chapter 50 (Sewers and Water), Section 50.63(B)(2) of the Wimberley Code of Ordinances shall be amended in its entirety to read as follows:

“§ 50.63 CONNECTION TO THE SEWER SYSTEM REQUIRED.

(B)(2) *New Connections.* The owner of every new building intended for human habitation or occupancy applying for a certificate of occupancy on property within one-hundred fifty (150) feet of the City’s existing or proposed sewer system or facilities, shall be connected to the City’s sewer system in accordance with the City’s sewer service and extension ordinances. A separate connection for each house or building on the property requiring service shall be required unless the City Administrator approves the connection of more than one (1) building located on the single property to a single connection. All new subdivisions within one-hundred fifty (150) feet of the City’s existing or proposed sewer system or facilities shall be connected to the City’s sewer system in accordance with the City’s sewer service and extension ordinances. In the extraterritorial jurisdiction, the City Administrator may waive this requirement. If a building or property is to be served by the City’s sewer system, the wastewater lines to serve each building or property must be installed before the certificate of occupancy may be issued and the building or property is occupied.”

SECTION III. SAVINGS

The repeal of any ordinance or part of ordinances effectuated by the enactment of this Article shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this Article.

SECTION IV. SEVERABILITY

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Article be adjusted or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Article in whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION V. REPEALER

The provisions of this Article shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this Article are hereby expressly repealed to the extent that such inconsistency is apparent. This Article shall not be construed to require or allow any act that is prohibited by any other ordinance.

SECTION VI. EFFECTIVE DATE

This Article shall take effect immediately from and after its passage and publication as may be required by law.

SECTION VII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Article was passed 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. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED this ____ day of _____, 2018.

Hershel P. "Mac" McCullough, Mayor

ATTEST:

Laura J. Calcote, City Secretary

APPROVED AS TO FORM:

City Attorney



**NOTICE OF
ENACTMENT OF
ORDINANCE NO. 2018-11**

An ordinance amending Chapter 50 (Sewers and Water), Section 50.63 (Connection to the Sewer System Required), of the Code of Ordinances of the City of Wimberley, Texas, in order to establish the requirements for mandatory connection to a public wastewater system; and providing for an effective date; proper notice and meeting, savings, severability and repealer.

**NOTICE OF
ENACTMENT OF
ORDINANCE NO. 2018-02**

An ordinance of the City of Wimberley, Texas, to increase the tax rate to be imposed on hotel occupancy within the corporate limits and extraterritorial jurisdiction of the City; and providing for findings of fact, savings, severability, repealer, an effective date, and proper notice and meeting.

*Help Keep Wimberley
Beautiful*

ley City Hall on Thursday, April 12, 2018, at 6:00 p.m. to consider the following: CUP-18-007- an application for a Conditional Use Permit (CUP) to allow the operation of a vacation rental at 150 Dobie Dr. Upon recommendation of the Planning & Zoning Commission, the City Council will also hold a public hearing on Thursday, April 19, 2018, at 6:00 p.m. at City Hall. Comments on this request from any member of the public may be presented in person at City Hall, by mail (PO Box 2027), or by email (sfloyd@cityofwimberley.com) prior to the hearing. The public will be granted an opportunity to speak at the hearings. Additional information concerning the proposed action is available for review at the Wimberley City Hall, 221 Stillwater, Wimberley, Texas.

Earn more with Quality!
★★★ 30 YEARS OF SERVICE ★★★
Looking for CDL A or B drivers to deliver new trucks all over the US and Canada.
Experience preferred. Must have DOT physical and be willing to keep logs. No DUIs in last 10 years, clean MVR.
Quality
Drive-Away
Apply Online at
www.qualitydriveaway.com
or call 574-642-2023

Professional for their Full-Time Recovery Coach Position. Candidate must possess a Bachelor's Degree in a Human Services Field, Mental Health / IDD Experience Preferred. \$16.34 per hour / \$34K Annual with Excellent Benefits.
Apply online @ www.hillcountry.org

Hill Country MHDD Centers is an EOE

**General Help
Wanted**

Hill Country MHDD Centers
HILL COUNTRY MENTAL HEALTH AND DEVELOPMENTAL DISABILITIES CENTERS
Community Service Aide III

Hill Country MHDD Centers now hiring Full & Part Time CSAs for their Hays Location - 1200 North Bishop St. San Marcos, TX. This is an excellent opportunity for recent graduating seniors OR jobseekers passionate about working with individuals with Intellectual & Developmental Delays. Eligible candidate must possess H.S. Diploma / GED and have a Valid TX Driver's License. Must have great organizational and communication skills AND be passionate about working with this population. Approximately 30 hrs/ wk/ Variable Hours. \$10.95/hr.
Apply online @ www.hillcountry.org

Hill Country MHDD Centers is an EOE

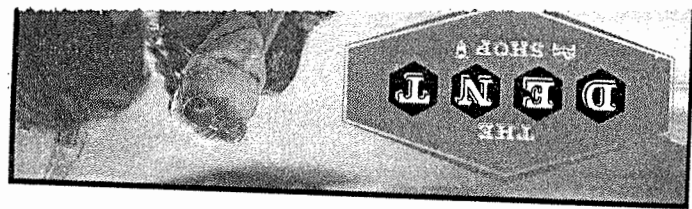
Heather and Matt 732-397-3117.

CAREER TRAIN
Airline Mechanic Training - Get Approved for military benefits. Financed. Job placement assistance. Call of Maintenance, 800-475-4102.

FINANCE
Receiving payments from sold? Get cash now! Call Steve
www.SteveCashesNotes.com.

EVENT
Ingleside - Round Up Days, Mt Simmons Park, Ingleside, TX. Rides entertainment, \$6 Admission. Pres Chamber of Commerce.

Texas Pro
251 Participat
Start At \$
NOTICE: While most advertisers urge readers to use caution and w Federal Trade Commission at 877



destrians, uncovered trucks
In another week or two,
subject. In the meantime,
PLEASE DON'T LITTER!
Jackie Matrice,
Hays County
Master Naturalist

article listed 9 interesting facts about littering: 1.9 billion tons of litter ends up in the ocean every year, \$11.5 billion is spent every year to clean up litter, 50% of littered items are cigarette butts, 50% of smokers claimed they properly dispose of their litter. It is an article I found on the internet titled, "Litter. It's a small piece of litter we in your hand to- year amount to billions of money.

ORDINANCE NO. 2010-014

AN ORDINANCE AMENDING CHAPTER 50 (SEWERS AND WATER), SECTION 50.63 (CONNECTION TO THE SEWER SYSTEM REQUIRED), OF THE CODE OF ORDINANCES OF THE CITY OF WIMBERLEY, TEXAS, IN ORDER TO ESTABLISH THE REQUIREMENTS FOR MANDATORY CONNECTION TO A PUBLIC WASTEWATER SYSTEM; AND PROVIDING FOR AN EFFECTIVE DATE; PROPER NOTICE AND MEETING, SEVERABILITY AND REPEALER.

WHEREAS, the City Council of the City of Wimberley seeks to promote the health, safety and general welfare of the citizens of the City, and the best interests of the City; and

WHEREAS, pursuant to Texas Local Government Code ordinance 51.001, the City Council is authorized to adopt an ordinance that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Texas Local Government Code ordinance 51.012, the City Council is authorized to adopt an ordinance, not inconsistent with state law, that the council considers proper for the government, interest, welfare or good order of the City; and

WHEREAS, the City Council seeks to ensure that water and sewer utility service is adequate and efficient for the citizens of the City; and

WHEREAS, currently the majority of the City operates on-site sanitary sewer systems; and

WHEREAS, the Council is in the process of securing funding and devising plans for a public wastewater sewer system; and

WHEREAS, the Council finds that it is in the best interest of the public health, safety and welfare of the citizens to require connections to the City sewer system once operational as provided by this ordinance; and

WHEREAS, pursuant to chapter 552 of the Texas Local Government Code and other laws, the City is authorized to operate its water and sewer utility systems inside or outside its municipal boundaries, to regulate the systems in a manner that protects the interests of the municipality, and to extend the lines of its utility systems inside and outside the municipal boundaries.

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

I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council of Wimberley and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

II. AMENDMENT

1. THAT chapter 50 (Sewers and Water, section 50.63 (Connection to the Sewer System Required) of the Wimberley Code of Ordinances shall be amended in its entirety to read as follows:

“§ 50.63 CONNECTION TO THE SEWER SYSTEM REQUIRED.

(A) This section applies to all properties within the city limits and extraterritorial jurisdiction of the City.

(B) *Connection is required.* All property owners are required to connect their buildings or structures located on the property to the City's Sewer System in accordance with the following provisions:

(1) *Existing On-Site Sanitary Sewer Systems.* Within forty-five (45) days of notice from the City of the availability of the City's Sewer System to the public, all property owners that own buildings or properties connected to an on-site sanitary sewer system shall connect to the City's Sewer System and shall immediately cease using the on-site sanitary sewer system upon such connection. Such connections shall be made subject to the applicable charges provided by current City requirements.

If the building or property is not connected to the City's Sewer System within the time prescribed or operation of the on-site sanitary sewer system is not discontinued, it shall be a violation of this chapter and subject the property owner to the penalties under section 50.99 of this Code. In addition to the penalties under section 50.99, the city administrator may provide written notice to the person owning or having possession or control of the property required to be connected to the City's Sewer System. Such notice shall also state that, upon failure of the property owner or occupant to connect to the City's Sewer System within thirty (30) days from the date of the notice, the City will connect the property to the City's Sewer System, and will charge the cost and expense incurred by the City to connect the property to the City's Sewer System to the owner of such property, and that the City may place a lien on such property for those costs and expenses, may institute suit against the owner to collect the costs incurred by the City, or may undertake other measures within the City's authority to recover the costs. The notice provided for in this section shall be in writing and either served personally or sent by letter addressed to the owner of such property at the address of the property, or at the address as identified by the appraisal district.

(2) *New Connections.* The owner of every new building intended for human habitation or occupancy applying for a certificate of occupancy after the date an operational City Sewer System is operational and available, on property within one-hundred fifty (150) feet of the City's sewer system or facilities, shall be connected to the sewer system by the owner or agent of the premises in accordance with the City's sewer service and extension ordinances. A separate connection for each house or building on the property requiring service shall be required unless the City Administrator approves the connection of more than one (1) building located on the single property to a single connection. All new subdivisions platted after the date of an operational City Sewer System within one-hundred fifty (150) feet of a public wastewater system

must be connected to the City's Sewer System. In the extraterritorial jurisdiction, the City Administrator may waive this requirement. If a building or property is to be served by the City's Sewer System, wastewater lines to serve each building or property must be installed before the certificate of occupancy may be issued and the building and property occupied."

Except as provided herein, of the Code of Ordinances of the City of Wimberley shall remain in full force and effect.

III. SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, and the remainder of this Ordinance shall be enforced as written.

IV. EFFECTIVE DATE

This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

V. PROPER NOTICE AND MEETING

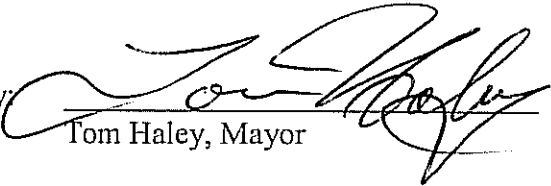
It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code, and the Standard Zoning Enabling Act, Chapter 211 of the Texas Local Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED ON FIRST READING this 15th day of April, 2010, by a 3 (Ayes) 1 (Nays) 1 (Abstain) vote of the City Council of the City of Wimberley, Texas.

PASSED AND APPROVED ON SECOND READING this 6th day of May, 2010, by a 5 (Ayes) 0 (Nays) 0 (Abstain) vote of the City Council of the City of Wimberley, Texas.

CITY OF WIMBERLEY

By:

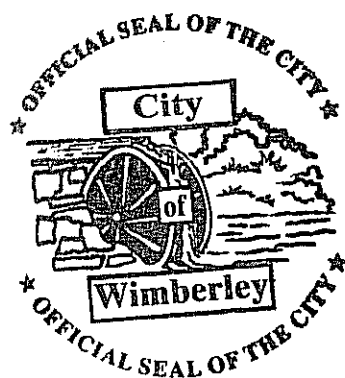

Tom Haley, Mayor

ATTEST:

Cara McPartland
Cara McPartland, City Secretary

APPROVED AS TO FORM:

Carolyn J. Crosby
Carolyn J. Crosby, City Attorney



Valley Spring Communications, Inc. dba: Holly Media Group

Wimberley View • Kyle-Buda Eagle • Dripping Springs Century-News
P.O. Box 49, Wimberley, Texas 78676
(512) 847-2202

State of Texas
County of Hays

Before me, the undersigned authority, on this day personally appeared Mary V. Saunders, who being by me here and now duly sworn, upon oath says:

My name is Mary Saunders, and I am the Publisher, of the Wimberley View, Kyle/Buda Eagle, & Dripping Springs Century News, a newspaper of general circulation in Hays County, Texas, and a newspaper which has been regularly and continuously published in Wimberley, Hays County, Texas, for a period of more than one year immediately preceding the date of publications of the following, and that the said notice, a copy of which follows, was published in the regular edition of said newspaper for a period of one week on the following dates:

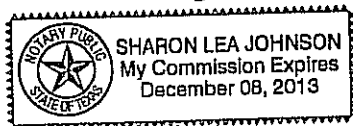
May 19, 2010
_____, 2010
_____, 2010
_____, 2010

The said Publisher, Mary V. Saunders further states that the rate charged for this publication is the lowest rate charged to commercial advertisers for the same class as advertising for a like amount of space.

Mary V. Saunders

Signature of Affiant

Subscribed and Sworn to me, by the said Publisher, Mary V. Saunders, this 19 day
of May 2010 to certify which witness my hand and seal of office.



Sharon Johnson

NOTARY PUBLIC in and for
Hays County, Texas

PUBLIC NOTICES

★ PUBLIC NOTICE NOTICE OF ENACTMENT OF ORDINANCE NO. 2010-014

An ordinance amending Chapter 50 (Sewers and Water), Section 50.63 (Connection to the Sewer System Required), of the Code of Ordinances of the City of Wimberley, Texas, in order to establish the requirements for mandatory connection to a public wastewater system; and providing for an effective date; proper notice and meeting, severability and repealer.
(12061/1a/40) ★

THE STATE OF TEXAS NOTICE OF SEIZURE/SALE OF REAL PROPERTY COUNTY OF HAYS

A Second Order of Sale was issued the 10th day of March, 2010 by the Clerk of the District Courts, Hays County, Texas on the 22nd day of September, 2009 in favor of Woodcreek Property Owners Association of Hays County, Inc. against Jimmie Lee Barta. Cause #08-2225 reflects a judgement amount of \$1,185.03 with interest there on from the date of judgement at the rate of 5.00% per annum until paid and \$262.00 as costs of the suit with foreclosure of the lien on the following described property. By virtue of the Second Order of Sale, I did on the 12th day of March, 2010 at 9:45 am levy upon the following described property located in Hays County as the property of said defendant, to wit:

The property known by its legal description as Lot 183, Section 19 of Woodcreek a subdivision in Hays County, Texas as it existed on

June, 2010 being the first Tuesday of June, 2010 between the hours of 10:00 am and 4:00 pm, at the north door of the courthouse of Hays County, will offer for sale and sell for cash all the right, title and interest of Jimmie Lee Barta in and to said property. Sale to begin at 10:30 am sharp.

Date: March 12, 2010
Darrell W. Ayres, Constable
Precinct 3, Hays County
By Tom L. Wallace, Deputy Constable
Precinct 3, Hays County

On the property sold, there are no warranties, expressed or implied, including, but not limited to the implied warranties of property "as is". Bidders are further advised that purchase of the property at this second order of sale may not extinguish any liens or security interests on the property. If there are any questions, consult legal counsel of your choice.
(12017/nc/38 / 40 / 42)

THE STATE OF TEXAS NOTICE OF SEIZURE/SALE OF REAL PROPERTY COUNTY OF HAYS

A Second Order of Sale was issued the 10th day of March, 2010 by the Clerk of the District Courts, Hays County, Texas on the 22nd day of September, 2009 in favor of Woodcreek Property Owners Association of Hays County, Inc. against Ernest Gutierrez. Cause #09-0973 reflects a judgement amount of \$1,637.83 with interest there on from the date of judgement at the rate of 5.00% per annum until paid and \$254.00 as costs of the suit with foreclosure of the lien on the following described property. By virtue of the Second Order of Sale, I did on the 12th day of March, 2010 at 9:37 am levy upon the following

county as the property of said defendant, to wit:

The property known by its legal description as Lot 49SC, Section 9A of Woodcreek a subdivision in Hays County, Texas as it existed on the 22nd day of September, 2009.

And on the 1st day of June, 2010 being the first Tuesday of June, 2010 between the hours of 10:00 am and 4:00 pm, at the north door of the courthouse of Hays County, will offer for sale and sell for cash all the right, title and interest of Ernest Gutierrez in and to said property. Sale to begin at 10:30 am sharp.

Date: March 12, 2010
Darrell W. Ayres, Constable
Precinct 3, Hays County
By Tom L. Wallace, Deputy Constable
Precinct 3, Hays County

On the property sold, there are no warranties, expressed or implied, including, but not limited to the implied warranties of property "as is". Bidders are further advised that purchase of the property at this second order of sale may not extinguish any liens or security interests on the property. If there are any questions, consult legal counsel of your choice.
(12018/nc/38 / 40 / 42)

PUBLIC NOTICE NOTICE TO ALL PERSONS HAVING CLAIMS AGAINST THE ESTATE OF GLADYS P. WATSON HUGHSON

Notice is hereby given that original Letters of Testamentary for the Estate of GLADYS P. WATSON HUGHSON, were issued on May 6, 2010 in Cause No. 11587-P pending in the County Court at Law of Hays County, Texas, to JANET M. WATSON ROBERTS, as Independent Executor of said Estate. All persons having claims against

given that on Tuesday, May 25, 2010 at 9 a.m. in the Hays County Courthouse, 111 San Antonio Street, the Hays County Commissioners' Court will hold a public hearing to consider: Re-subdivision of Lot 63 in Rolling Oaks Subdivision, Section 3.
(01993/3a/40)

★ ANTIQUES

BUY, SELL, TRADE
One item or estates.
Campbell's
Collectibles 847-6006
(01844/4cc/45)

★ AUTOS

FOR SALE
201 Polaris Ranger
400 HO, 2 wheel/
4 wheel. Drive 4 hours
on engine.
Paid \$9,254.88,
Sell for \$8,400.
512-847-8895
(12052/1cc/41)

**GOOD OLD BOYS
AUTO RECYCLING**
Cash for your Cars
and Trucks - running
or not. Free pick up
and/or towing.
512-393-1410
(01997/4cc-1tn/44)

ATTENTION:
RoadRunner Recycling
Is now buying all
types of scrap metal.
We buy junk vehicles,
any condition -
running, wrecked or
not. Cash paid.
Location:
16380 N. Hwy 123,
San Marcos, TX
512-353-4511 or
512-396-1382
(02949/4cc/44+)

★ BUSINESS OPPORTUNITIES

**ESTABLISHED CASH
FLOWING LOCAL
BUSINESS**
All assets & lease
convey. Low over-

1 to
\$1450
(00

RE
Wiml
Gn
call fas

(007:

EXEC
v

Recep
conf

51.
(0

OFF

FC
In Sou

512-741

in
(0

ONE -
Office

\$851

TWO -
Office

\$55

THREE
Off

\$775 p

Plā
W

512

(397

W

PERSI
ATT

Seekin
depend

work in

elderly

clients.)

prepe

shoppi

care

light hc

and oil

duties.)

ble day,

weeken

be at le

age with

nal br

MUST I

transp

certifica

experier

Fax Resi

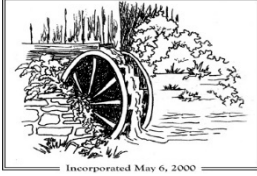
ing Ad

512-

For an aj

800-

City Council Agenda Form



Date Submitted: April 3, 2018

Agenda Date Requested: April 5, 2018

Project/Proposal Title: DISCUSSION AND
POSSIBLE ACTION - Parks & Recreation Board
Meeting

Council Action Requested:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☒ Discussion

Project/Proposal Summary:

Place Four Council Member Gary Barchfeld requested this item be placed on the agenda for discussion and possible action. Please find attached the Settlement Agreement.

SETTLEMENT AGREEMENT

This Settlement Agreement (the "Agreement") is made and entered into by and between the City of Wimberley ("City"), and the Blanco River Cypress Creek Water Association ("BRCCWA"), KKP3237, LLC, Paradise Valley Property Owners Association ("PVPOA"), and Rocky River Ranch, Inc., collectively referred to as the "Parties," for purposes and considerations set forth herein. Blanco River Cypress Creek Water Association, KKP 3237, LLC, Paradise Valley Property Owners Association, and Rocky River Ranch, Inc. are sometimes together referred to herein as the "Protestants." This Agreement is effective on September 30, 2015 (the "Effective Date"), which is the date of execution by the City.

RECITALS

The City applied with the Texas Commission on Environmental Quality ("TCEQ") to amend its Texas Pollutant Discharge Elimination Permit No. WQ0013321001 ("Permit No. 13321001") to expand the treatment capacity of its wastewater treatment plant to 75,000 gallons per day, and to allow the City to discharge the treated effluent to Deer Creek.

The Protestants requested a contested case hearing regarding the City's application to amend its Permit No. 13321001 and were admitted as parties in the administrative hearing before the State Office of Administrative Hearings ("SOAH"), TCEQ Docket No. 2015-0482-MWD, SOAH Docket No. 582-15-3337, on June 1, 2015.

On August 21 and 24, 2015, the Parties mediated their disputes over Permit No. 13321001, and through that process and additional negotiations, the Parties reached agreement on the terms provided for in this Agreement.

AGREEMENT

In consideration of the mutual promises, agreements, and covenants contained in the agreement, including the recitals above, and other good and valuable consideration including the settlement of disputed claims, the receipt and sufficiency of which are hereby acknowledged, Parties hereby agree to the following:

1. The City agrees to add a permit condition to Permit No. 13321001 that requires the City to discharge only as a last resort. The City will apply for a 210 authorization (the obtainment of which is a condition of the above permit provision), in order to use the treated effluent to irrigate Blue Hole Regional Park and for other potential reuses. The City will use its best efforts to minimize the occurrence of discharge into Deer Creek and the Blanco River. No discharge will occur unless:

- a. The irrigated area's ground is frozen or the ground is saturated as measured by soil moisture sensors; and

- b. No storage is available.
2. Effluent storage capacity. The City agrees to maintain an effluent storage facility with a minimum capacity of 500,000 gallons.
 - a. The City will equip its effluent storage tank for bulk distribution.
3. Wastewater capacity in Blue Hole Regional Park. The City agrees not to expand the wastewater treatment capacity within Blue Hole Regional Park beyond 75,000 gallons per day (gpd). The City will work diligently to determine the best mechanism to enforce this Agreement not to expand the wastewater treatment capacity above 75,000 gpd. To this end, the City agrees to pursue a grant-agreement amendment with Texas Parks and Wildlife Department ("TPWD") as a basis for prohibiting any future expansion of wastewater treatment capacity within Blue Hole Regional Park. If the TPWD refuses to make this amendment, the City will make its best efforts to find other legal means to restrict the City's future ability to expand the plant on Blue Hole Regional Park property.
4. Beneficial reuse and irrigation. The City is committed to discharge into Deer Creek as a last resort. The City intends to avoid discharge by expanding irrigation within Blue Hole Regional Park, utilizing purple pipe distribution of effluent to downtown Wimberley or other acceptable locations, and utilizing the bulk loading on the storage tank and trucks for appropriate re-use/irrigation, as those opportunities and strategies are available to the City.
 - a. If the City is required to discharge its treated effluent after fourteen (14) consecutive days of no measurable (.01 inches or less) rainfall at the City's initial irrigation area in Blue Hole Regional Park, which is approximately twelve (12) acres and includes the soccer fields and great lawn, the City agrees to expand its irrigation area by at least five (5) acres within six (6) months after the above referenced discharge by the City.
 - b. Using the same rainfall and discharge criteria identified in 4.a., the City will expand the irrigation area up to an additional 18 acres as necessary after the initial irrigation area expansion.
 - c. All areas to be irrigated with the City's reclaimed water within Blue Hole Regional Park will be at least 500 feet from Cypress Creek. If the City or TCEQ determines that the City's irrigation of reclaimed water within Blue Hole Regional Park is degrading groundwater quality through a karst feature, spring, or seep, the City will take the necessary actions to protect the karst feature, spring or seep to prevent degradation of the groundwater quality.
 - d. The City will install soil moisture sensors (one per irrigation area).
5. Facility design and operation. The City agrees to install, operate, and maintain a wastewater treatment facility that has a denitrification unit that is designed to achieve not more than 6 mg/l total nitrogen in the wastewater effluent. Effluent with total nitrogen concentrations higher than 6 mg/l, however, does not constitute a violation of this Agreement.

- a. The Protestants will be provided an opportunity to review and comment on the City's wastewater treatment plant design before the City adopts the final design to ensure the proposed design is capable of meeting the target 6 mg/l figure.
6. The facility will utilize ultraviolet disinfection (UV) instead of chlorine disinfection.
7. Odor control. The City will provide for odor control for odor generating units.
8. Effluent sampling. The City agrees to add as a permit condition to Permit No. 13321001 the following effluent sampling requirements. The City agrees to maintain records of daily irrigation volume. The City agrees to sample and analyze its effluent for:
 - a. Phosphorus, ammonia, TKN, nitrate, and nitrite on each day there is effluent discharge to Deer Creek.
 - b. Emerging contaminants as listed: caffeine, isophorone, camphor, phenol, DEET, HHCB, Triethyl citrate, Methyl salicylate, and Triphenyl phosphate on an annual basis. These results will be posted to the City's website annually.
 - c. Toxic heavy metals listed in the Texas Surface Water Quality Standards (30 Tex. Admin. Code Chp. 307) on an annual basis.
9. Access to Reports. The City will post its quarterly and annual sampling results to its website. Discharge effluent concentration data and daily irrigation volume records will be publically available upon written request.
10. Phosphorus limitations. The City agrees that total phosphorus discharge will not be greater than 1.5 pounds per month.
11. Water quality monitoring. The City agrees to add as a permit condition to Permit No. 13321001 the following water-quality monitoring requirements. The City agrees, using an independent entity selected by the City, to conduct quarterly sampling of Cypress Creek and the Blanco River. The water quality sampling will be conducted as follows:
 - a. Samples will be collected at three locations: in Cypress Creek where runoff tributary from soccer fields enters the creek and in the Blanco River above Deer Creek and below Deer Creek.
 - b. The City will test the samples collected at the three locations identified in 11.a. for total phosphorus, ammonia, TKN, nitrite, nitrate, chlorophyll-a, and dissolved oxygen.
 - c. Testing will be conducted quarterly, and the results posted on the City's website.

12. The Parties agree to participate in a joint press release in favor of the settlement and the draft permit as amended by the settlement.

13. The Protestants agree to withdraw as parties from the contested case hearing docketed as SOAH Docket No. 582-15-3337 within 5 days after the Effective Date of this Agreement and to not pursue any additional legal action before any state or federal agency or before any court regarding this TPDES permit application or any takings or tort suit contemplated by the Protestants in relation to the draft permit as amended by this Agreement. This Agreement is not an admission that Deer Creek or dry Deer Creek is a waterway of the state, but Protestants agree not to assert that it is not a waterway of the state before any state or federal agency or any civil court proceeding with respect to the City's draft permit as amended by this Agreement. The Protestants, in their corporate capacities only (not including the individual members or board members in their individual capacities), also agree to not oppose or otherwise protest the City's pending Texas Water Development Board ("TWDB") application for financing at the TWDB. The Protestants also acknowledge that the addition of the denitrification unit designed to achieve a total nitrogen of 6.0 mg/l could affect the construction cost of the City's treatment and reuse system, and the engineer's estimate of costs, for purposes of meeting the objectives of the stakeholder committee's recommendations, will include the costs of those units.

14. The settlement is contingent on Aqua Texas withdrawing as a party in SOAH Docket No. 582-15-3337.

15. The term of this Agreement shall commence on the Effective Date and shall remain effective for so long as the City is authorized to discharge into Deer Creek pursuant to Permit No. 13321001.

16. **Good Faith.** The Parties agree to cooperate with each other and act in good faith in the performance of this Agreement.

17. **Notice and Opportunity to Cure.** If a party alleges that another party is not in compliance with this Agreement, then the party alleging non-compliance shall provide a written notice to the other party or parties within thirty (30) days of becoming aware of the non-compliance (the "Notice"). The Notice shall include a reasonably complete description of each individual act or omission constituting the alleged non-compliance, including any available supporting documentation, and specify actions necessary to cure the alleged non-compliance. Within thirty (30) days following receipt of the Notice by the alleged non-complying party, that party shall commence to cure any matters specified in the Notice by pursuing curative action with reasonable diligence to completion.

18. **Remedies.** If any Party fails to comply with its obligations under this Agreement or fails to correct any default after notice and opportunity to cure as described in paragraph 17, the other Party or Parties may exercise any remedy authorized at law or in equity, including filing suit in a court of competent jurisdiction. Because the damages for breach of this Agreement would not be easily quantified, the Parties agree that the remedies for breach of this Agreement shall be limited to specific performance of this Agreement, and such remedies may only be sought if the

required Notice has been timely given and the alleged non-compliance that is the basis of the action is not cured within a reasonable time; accordingly, no monetary damages other than attorneys' fees may be sought. Should any litigation be commenced between the Parties concerning any provision of this Agreement, the substantially prevailing party in such litigation will be entitled, in addition to such other relief as may be granted, to reimbursement of its reasonable and necessary attorneys' fees and expenses and expert witness fees, which amounts, if not agreed to by the Parties, will be determined in the same action.

19. This Agreement is not assignable without first obtaining the written consent of all Parties.

20.. This Agreement contains the entire agreement of the Parties with respect to the matters contained herein and may not be modified or terminated except upon the provisions hereof or by mutual written agreement of the Parties hereto or their respective permitted and approved successors and assigns.

21. This Agreement shall be construed in accordance with the laws of the State of Texas and shall be performable in Hays County, Texas and hereby submit to the jurisdiction of the courts of that County, and hereby agree that any such court shall be a proper forum for the determination of any dispute arising hereunder.

22. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective permitted and approved successors and assigns.

23. The individuals executing this Agreement on behalf of the respective Parties below represent to each other and to others that all appropriate and necessary action has been taken and authorize the individuals executing this Agreement to do so for and on behalf of the Party for which his or her signature appears, that there are no other Parties or entities required to execute this Agreement in order for the same to be an authorized agreement on the Party for whom the individual is signing this Agreement, and that each individual affixing his or her signature hereto is authorized to do so, and such authorization is valid and effective on the date hereof. The Parties agree to provide the other Parties with written evidence that the individual affixing his or her signature to this Agreement is authorized to do so.

24. This Agreement is executed by the Parties hereto without coercion or duress and for substantial consideration, the sufficiency of which is forever confessed. Each signatory represents that this Agreement has been read by the Party for which this Agreement is executed, and that such Party has had an opportunity to confer with its counsel.

25. Any notice provided for under the terms of this Agreement by any Party to the Agreement shall be in writing and may be effected by registered or certified mail, return receipt requested, addressed and delivered to the following:

To City:	City Administrator of the City of Wimberley City of Wimberley PO Box 2027 Wimberley, TX 78676
To BRCCWA:	Gail Pigg 2212 Flite Acres Rd. Wimberley, TX 78676
To PVPOA:	PVPOA c/o Erik Wollam Lucero Wollam PLLC 13590 Ranch Road 12 Wimberley, TX 78676
To KKP3237, LLC:	KKP3237, LLC 13320 Ranch Road 12, Building C Wimberley, TX 78676
To Rocky River Ranch, Inc.:	Rocky River Ranch, Inc. c/o Erik Wollam Lucero Wollam PLLC 13590 Ranch Road 12 Wimberley, TX 78676

Each party may change the address to which notice may be sent by giving notice of such change to the other parties in accordance with the provisions of this Agreement.

26. This Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

27. This Agreement is indivisible and non-severable. If any provision of this Agreement fails to receive any required regulatory approval or is held to be invalid, illegal, or unenforceable by a court or other tribunal of competent jurisdiction, the Parties shall resume negotiations in an effort to reach a new agreement.

28. This Agreement shall be deemed drafted equally by all Parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any Party shall not apply. Headings in the Agreement are for the convenience of the Parties and are not intended to be used in construing this document.

29. Each Party will be responsible for their own fees and expenses including attorney fees in connection with preparation of this Agreement, and in connection with all documents submitted to the TCEQ or SOAH.

IN WITNESS WHEREOF, the Parties have executed this Agreement and caused this Agreement to be effective as of the Effective Date, as reflected by the signatures below

CITY OF WIMBERLEY, TEXAS



Steve Thurber, Mayor
City of Wimberley, Texas

Date: 9/30/15

ACKNOWLEDGEMENT

STATE OF TEXAS

§

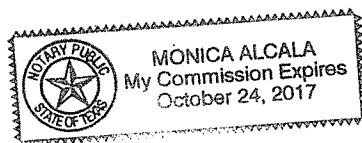
COUNTY OF HAYS

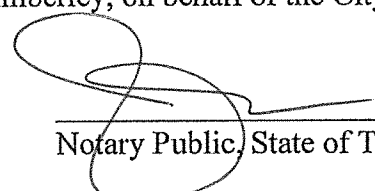
§

§

THIS INSTRUMENT was acknowledged before me on this 30th day of September, 2015, by Steve Thurber, as Mayor of City of Wimberley, on behalf of the City.

(SEAL)





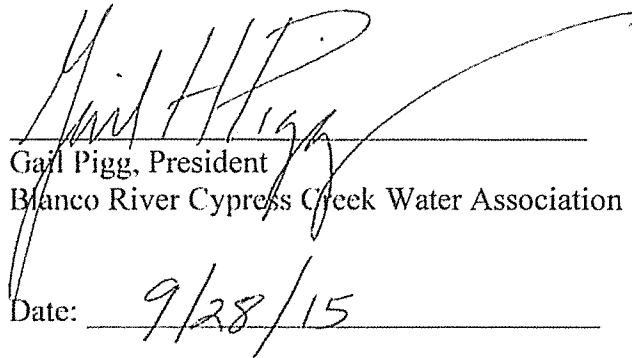
Notary Public, State of Texas

Monica Alcala

Printed/Typed Name of Notary

My Commission Expires: 10/24/17

BLANCO RIVER CYPRESS CREEK WATER ASSOCIATION



Gail Pigg, President
Blanco River Cypress Creek Water Association
Date: 9/28/15

ACKNOWLEDGEMENT

STATE OF TEXAS

§

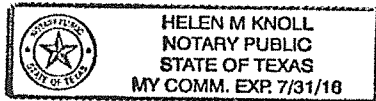
COUNTY OF HAYS

§

§

THIS INSTRUMENT was acknowledged before me on this 28th day of September, 2015, by Gail Pigg, as President of Blanco River Cypress Creek Water Association, on behalf of the Association.

(SEAL)





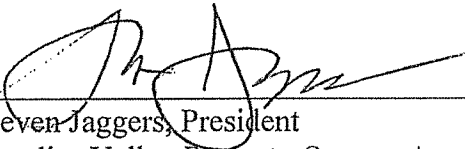
Notary Public, State of Texas

Helen M. Knoll

Printed/Typed Name of Notary

My Commission Expires: 7/31/16

PARADISE VALLEY PROPERTY OWNERS ASSOCIATION



Steven Jaggers, President
Paradise Valley Property Owners Association

Date: 9-25-15

ACKNOWLEDGEMENT

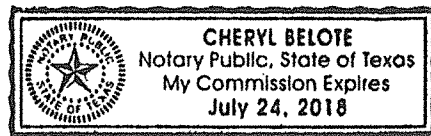
STATE OF TEXAS

§
§
§

COUNTY OF HAYS

THIS INSTRUMENT was acknowledged before me on this 25th day of September 2015, by Steven Jaggers, as President of Paradise Valley Property Owners Association, on behalf of the Association.

(SEAL)





Notary Public, State of Texas

Cheryl Belote

Printed/Typed Name of Notary

My Commission Expires: 7/24/18

KKP3237, LLC

Gina Fulkerson, President
Gina Fulkerson, President
KKP3237, LLC

Date: 9-28-2015

ACKNOWLEDGEMENT

STATE OF TEXAS

§

COUNTY OF HAYS

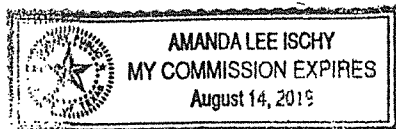
§

§

THIS INSTRUMENT was acknowledged before me on this 28th day of SEPTEMBER, 2015, by Gina Fulkerson, as President of KKP3237, LLC, on behalf of the corporation.

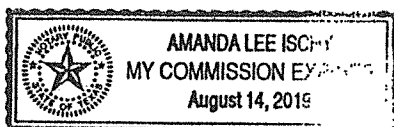
(SEAL)

Amanda Lee Ischy
Notary Public, State of Texas



Printed/Typed Name of Notary

My Commission Expires: _____



ROCKY RIVER RANCH, INC.

Rue Hatfield

Rue Hatfield, Executive Director and Co-Owner
Rocky River Ranch, Inc.

Date: 9-28-15

ACKNOWLEDGEMENT

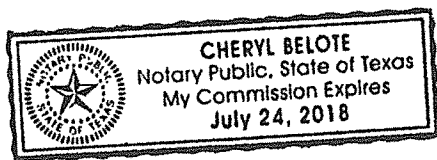
STATE OF TEXAS

§
§
§

COUNTY OF HAYS

THIS INSTRUMENT was acknowledged before me on this 28th day of Sept, 2015, by Rue Hatfield, as the Executive Director and Co-Owner of Rocky River Ranch, Inc., on behalf of the corporation.

(SEAL)



Cheryl Belote

Notary Public, State of Texas

Cheryl Belote

Printed/Typed Name of Notary

My Commission Expires: 7.24.18