



**City of Willow Park  
City Council  
Regular Meeting Agenda  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, August 11, 2020 at 7:00 p.m.**

**Call to Order**

**Invocation & Pledge of Allegiance**

**Public Comments (Limited to five minutes per person)**

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to five (5) minutes. The Texas Open Meetings Act provides the following:

- (a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:
  - (1) A statement of specific factual information given in response to the inquiry; or
  - (2) A recitation of existing policy in response to the inquiry.
- (b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

**Consideration of Minutes**

- A. Approve City Council Regular Meeting Minutes – July 28, 2020 regular meeting minutes

**Regular Agenda Items**

- 1. Discussion only: Jake Weber will do a presentation on the quarterly financial reports.
- 2. Discussion/ Action: To consider and act on City Hall Committee Recommendations.
- 3. Discussion/ Action: To consider and act on the appointment of a Wastewater Treatment Committee.

4. Discussion/ Action: To consider and act on items to be considered for future council meetings.
5. Discussion/ Action: To consider and act on setting the date and time for the next council meeting.

### **Executive Session**

The City Council may convene into a closed executive session pursuant to the provisions of the Texas Open Meetings Act, Texas Government Code Chapter 551, in accordance with the authority contained in the following sections:

Section 551.071 (Consultation with Attorney)

Section 551.072 (Deliberations regarding real property)

A. Discussion of property for sewer treatment plant

The City Council reserves the right to retire into closed, executive session on any of the regular agenda items listed above should the need arise and if authorized by Chapter 551, of the Texas Government Code, including but not limited to: Government Code Sections 551.071-Consultation with Attorney; 551.072-Deliberations about Real Property; 551.074-Personnel Matters; 551.087-Economic Development.

Following Executive Session, the City Council will reconvene into Regular Session and may take any action deemed necessary because of the Executive Session.

### **Regular Agenda Items**

6. Discussion/ Action: To consider and act on items as a result of the Executive Session.

## **Informational**

- A. Mayor & Council Member Comments
- B. City Manager's Comments

## **Adjournment**

I certify that the above notice of this meeting posted on the bulletin board at the municipal complex of the City of Willow Park, Texas on or before August 7, 2020, at 5:00 p.m.

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Alicia Smith TRMC, CMC  
City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (817) 441-7108 ext. 6 or email at [asmith@willowpark.org](mailto:asmith@willowpark.org), at least two (2) working days prior to the meeting so that appropriate arrangements can be made.



**City of Willow Park  
City Council  
Regular Meeting Minutes  
Municipal Complex  
516 Ranch House Rd, Willow Park, TX 76087  
Tuesday, July 28, 2020 at 7:00 p.m.**

**Call to Order**

Mayor Moss called the meeting to order at 7:00 pm.

Present:

Councilmember Eric Contreras

Councilmember Amy Fennell

Councilmember Lea Young

Councilmember Nathan Crummel

Councilmember Greg Runnebaum

Staff present:

City Manager Bryan Grimes

City Secretary Alicia Smith

City Attorney Pat Chesser

**Invocation & Pledge of Allegiance**

Mayor Moss called for a moment of silence

Mayor ProTem Young led the pledge of allegiance.

**Public Comments (Limited to five minutes per person)**

None

**Consideration of Minutes**



**A. Approve City Council Regular Meeting Minutes – July 21, 2020 regular meeting minutes**

Motion made by Councilmember Runnebaum

To approve the meeting minutes from the July 21, 2020, meeting

Seconded by Councilmember Young

Aye votes- Councilmembers Contreras, Fennell, Runnebaum, Young and Crummel.

Motion passed 5-0

**Regular Agenda Items**

**1. Discussion/ Action: To consider and act on Jacob & Martin's recommendation to build a wastewater treatment facility.**

The City Secretary read emails received, which are attached, from the following people, who are against the item;

1. David Sweeney Fort Worth
2. P. Matthew and Gina Fulner-Dillon Willow Park
3. Julianne Galaso
4. Carmon Smith
5. Ted Gupton
6. Terra Kindred
7. Ed & Dione Duppsstadt
8. Judi Lamoreaux Parker County
9. Terry Coote
10. Melissa Murff Aledo
11. Manda Houser
12. Bob Deller Trinity Bluffs
13. Lauren Peele ` Aledo
14. Julie Durand
15. Cassandra Tidwell Willow Park
16. Carolyn Thompson Annetta
17. Kathy Kenney Willow Park
18. Marcy Galle Willow Park
19. Barbara Bailey

The following people spoke on the item;

1. Rachel DeMoss 575 Quail Ridge Rd, Aledo

2. Jim Sweeney      417 Quail Ridge Rd, Aledo
3. Richard Miller    1513 Greenleaf, Dr Aledo
4. Phlemon Wright   1539 Hunters Glenn, Willow Park
5. Christian Ellis    415 Quail Ridge Rd, Aledo
6. Clayton Hartley   705 Quail Ridge, Aledo
7. William Bell      Quail Ridge, Aledo

Motion made by Councilmember Runnebaum

To build a waste treatment facility as recommended by Jacob and Martin at a location to be determined

Motion made by Councilmember Contreras to amend the original motion

To amend the motion to authorize the Mayor and city staff to engage in discussions for potential partnerships for permanent wastewater solutions with neighboring cities and to report back to council in a period of up to 180 days, Beginning October 1, 2020.

No second on amendment

Amendment fails.

No seconded made on original motion

Motion fails.

Motion made by Councilmember Runnebaum

To build a waste treatment facility as recommended by Jacob and martin at a location to be determined and to authorize the Mayor and city staff to engage in discussions for potential partnerships for a permanent wastewater solution with neighboring cities and to report back to council in a period of up to 180 days, beginning October 1, 2020.

Seconded by Councilmember Young

Aye votes; Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes; Councilmember Fennell

Motion passes 4-1

2. **Discussion/Action: Consider and act on professional services agreements with Jacob & Martin for engineering services, Hilltop Securities for financial services, and Norton, Rose, Fulbright for bond counsel services, all related to the wastewater treatment facility and/or obtaining financial assistance from the Texas Water Development Board.**

Motion made by Councilmember Runnebaum

To approve contracts for professional services agreements with Jacob & Martin for engineering services, Hilltop Securities for financial services, and Norton, Rose, Fulbright for bond counsel services, all related to the wastewater treatment facility and/or obtaining financial assistance from the Texas Water Development Board.

Seconded by Councilmember Crummel

Aye votes; Councilmembers Contreras, Runnebaum, Young and Crummel

Nay votes; Councilmember Fennell

Motion passes 4-1

3. **Discussion only: Cross Timbers Park discussion/update**

Assistant City Manager Bernie Parker gave an update on the progress of the Cross-Timber Park.

4. Discussion only: Retail Coach Update

Aaron Farmer, retail Coach, gave an update on the

5. **Discussion only: Storm water fee study update**

Derek Turner, with Jacob and Martin gave a presentation on the Storm water fees study progress.

6. **Discussion only: Website update**

Communications director, Rose Kertok, gave an update on the progress of the new web site launch.

**7. Discussion/ Action: To consider and act on items to be considered for future council meetings.**

Aug. 11 – Budget Workshop

Group to meet with neighboring cities over wastewater solutions

City Hall Update

**8. Discussion/ Action: To consider and act on setting the date and time for the next council meeting.**

August 11, 2020 – Budget workshop

August 11, 2020 Regular meeting at 7pm

**Executive Session**

None

**Regular Agenda Items**

**9. Discussion/ Action: To consider and act on items as a result of the Executive Session.**

None

**Adjournment**

Motion made by Councilmember Runnebaum

To adjourn the meeting

Seconded by Councilmember Young

Aye votes: Councilmembers Contreras, Fennell, Runnebaum, Young and Crummell

APPROVED:

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Doyle Moss, Mayor

ATTEST:

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Alicia Smith, City Secretary

## July 28, 2017 Public comment list

1. David Sweeney - Fort Worth	Fort Worth
2. P. Matthew Dillon and Gina Fulner-Dillon	Willow Park
3. Julianne Galaso	
4. Carmon Smith	
5. Ted Gupton	
6. Terra Kindred	
7. Ed & Dione Duppstadt	
8. Judi Lamoreaux	Parker County
9. Terry Coote	
10. Melissa Murff	Aledo
11. Manda Houser	
12. Bob Deller	Trinity Bluffs
13. Lauren Peele	Aledo
14. Julie Durand	
15. Cassandra Tidwell	Willow Park
16. Carolyn Thompson	Annetta
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## Alicia Smith

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**From:** David Sweeney <david@thesweeneyco.com>  
**Sent:** Tuesday, July 28, 2020 1:09 PM  
**To:** Alicia Smith  
**Cc:** christian@bondsellis.com  
**Subject:** City Council Meeting 7-28-2020 on Planned WWTP from 7-21-2020 Meeting

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Ms. Smith,

I hope this email finds you well and gets read at tonight's meeting. I really wanted to attend, but I had prior commitments that prevented me from attending.

I live at 421 Quail Ridge Rd and still stand by my comments from the last council meeting opposing this treatment plant.

At the last meeting, it was said that Willow Park doesn't want to enter into an agreement with a neighboring municipality on the sewage needs of Willow Park because Willow Park doesn't want to subject it's residents to another municipalities rate hikes. But Willow Park is willing to enter into an agreement with Fort Worth to have water brought in and be subject to rate hikes on the water. That doesn't make sense if you don't want subject residents to the rate hikes of another city.

Also, as said at the last meeting, Willow Park is not just Willow Park. It is part of a much larger community commonly referred to as just Aledo. That would include Willow Park, the 3 Annetta's, as well as Aledo proper itself. When you run into someone in town and they ask where you live, regardless of the actual city you live in, most people just say Aledo. We are a community that has always worked together.

I understand the need to figure out how to handle public infrastructure in light of the growth your individual city, as well as the entire Aledo community, is experiencing. That being said, if you go off on your own on this and don't try to be neighborly with the "community," I don't think it will go well in the future.

Maybe it would be a good idea to approach all the other municipalities and try to come up with a master plan for sewage whereby a cooperative is formed by all of the individual municipalities in the community to tackle this major issue and all participate in it together instead of individually. Otherwise we will eventually have a massive mess to deal with later on.

I truly hope we don't have to contest this legally and can work things out like neighbors by having a healthy, constructive dialogue. But that would require Willow Park to slow down and talk to its neighbors, which I don't think Willow Park cares to do.

David Sweeney  
THE SWEENEY COMPANY  
1121 East Loop 820 South  
Fort Worth, TX 76112  
817-457-6700 Office  
817-507-5430 Cell  
817-457-7246 Fax

## Alicia Smith

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**From:** pmattdillon@aol.com  
**Sent:** Tuesday, July 28, 2020 12:53 PM  
**To:** Alicia Smith  
**Subject:** Regarding Willow Park Council Meeting 7/28/2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Willow Park Council,

We are writing in protest of the proposed sewage treatment plant. This decision affects residents of Willow Park in numerous ways, including financially. We feel that there are other options that can be considered and ultimately, this decision should be brought up to residents for a vote.

Thanks you,

P. Matthew Dillon and Gina Fulner-Dillon  
100 Pleasant Court  
Willow Park, TX

We request this be read at tonight's meeting and included in the permanent record.



## Alicia Smith

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**From:** Julianne Galaso <juliegaldas@gmail.com>  
**Sent:** Tuesday, July 28, 2020 12:29 PM  
**To:** Alicia Smith  
**Subject:** Water treatment center

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

I oppose the water treatment center that is proposed for Annetta. Please reconsider the location as that waterway runs through neighborhoods, children/adults play in it and it will negatively impact the ecosystem.

## Alicia Smith

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**From:** Carmon Smith <carmonsmith@yahoo.com>  
**Sent:** Monday, July 27, 2020 9:38 PM  
**To:** Alicia Smith  
**Subject:** Waste Water into Trinity River

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Alicia- I am completely saddened by what I am hearing of the plan to have a plant that will dump even treated sewage into the Trinity River. I for one live on this river and have a wonderful view of this river. We have even built a beautiful deck that overlooks the area. In the spring, when the river is rolling it is just breath taking. During the fall, when all the leaves turn colors and fall onto the waters top it's even more breath taking. Our kids have fished and swam in it and we have taken countless family photos in the river rocks. Wildlife depend on this water for survival. By dumping this sewage it is not only wrong but it will completely deplete the wildlife around here. Deer, Turkey, coyotes, hawks, beavers, raccoons, fish, birds and so much more depend on the clean untouched water supply. I really want those that are heading this plan to think to themselves if it were their backyard would they want this.

Sincerely,  
Carmon Smith

[Sent from Yahoo Mail for iPhone](#)

## Alicia Smith

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**From:** Theodore Gupton <ted.gupton@gmail.com>  
**Sent:** Monday, July 27, 2020 6:38 PM  
**To:** Alicia Smith  
**Subject:** Please STOP the SEWAGE PLANT

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Mrs Smith

I am writing to voice my disgust at the plans to install a sewage treatment plant with runoff of treated waste into the adjacent flood plain south of I-20 near Anetta North. I have friends that live in the area whose family's use the plain for recreation. I am appalled that the drinking supply to the greater Fort Worth/Aledo area will be contaminated by this treated waste water. As a pediatric interventional radiologist, I place chemotherapy ports daily in young children at Cook Childrens hospital as well as adults at other local hospitals, perform countless biopsies on cancers, and am well aware of the cancer burden that our community faces. I cannot imagine living in a community where any more of this practice of irresponsible waste removal is permitted.

Please hear my cry of dismay and indignation at this proposal and please please bring it to an end for the health and well-being of our community.

Thank you

Ted Gupton MD

## Alicia Smith

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**From:** Terra Kindred <terrakindred@gmail.com>  
**Sent:** Monday, July 27, 2020 5:01 PM  
**To:** Alicia Smith  
**Subject:** Sewage

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Ms. Smith,

Willow Park is a very nice community with nice people in it. I am vehemently opposed to placing the sewage behind TCA. I am vehemently opposed to a closed forum of discussion on this topic for its residents who must pay for this plan.

Please open up for dialogue amongst the residents & the communities it affects.

With gratitude & respect,

Terra Kindred, 817-771-5595

## Alicia Smith

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**From:** Dione Duppstadt <dione@sbcglobal.net>  
**Sent:** Monday, July 27, 2020 4:37 PM  
**To:** Alicia Smith  
**Subject:** Clear Fork

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Ms Smith,

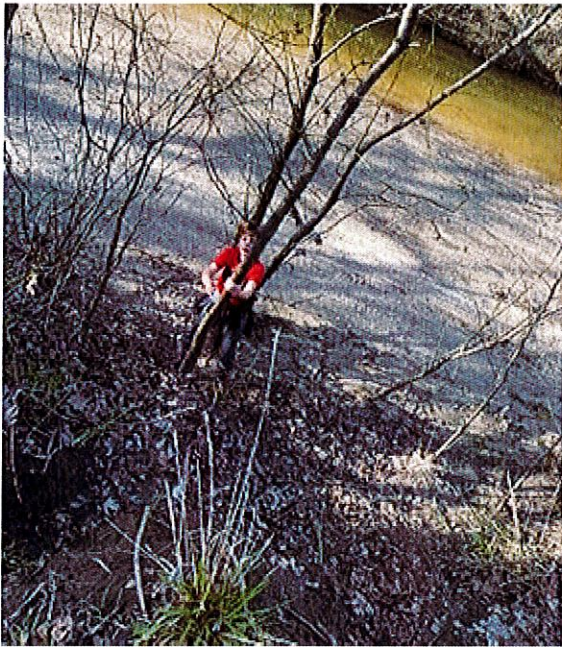
I found out today about the waste treatment project and the dumping into the Trinity. I have included pictures of my kids and neighboring kids playing by this river that we fish in, splash around in, and hike all around all the time. We also built a dirt bike track right next to the river on our back pasture. We bought a house with 25 acres 3 years ago to raise our children on land so they could do all the things kids do when they have the privilege to be raised outdoors on land. I grew up in Mineral Wells and this was my dream as I grew up on several acres. I married a city boy but, as he visited my parents property he decided he also shared my passion for land. We recently purchased 10 more adjoining acres all right next to the river. Along with our dirt bike track we are using the 10 acres to build dirt bike trails for not only my 4 boys but, their friends as well. I included a picture of my 2 of my boys and several of their friends that come over almost every weekend to enjoy our land and ride their dirt bikes. There is the cutest bridge that crosses the river and it connects our land. We have had an engineer out recently to help stabilize the bridge so we can ride the dirt bikes across safely. We have big plans for our land! It is a dream come true to have a farm with our cows and horses. Please reconsider this waste dumping project so my kids and my neighbors can still send their kids to play without worry.

Thank you for your time and consideration.

Sincerely,

Ed and Dione Duppstadt





## Alicia Smith

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**From:** Judi Lamoreaux <luseyluse@hotmail.com>  
**Sent:** Monday, July 27, 2020 3:52 PM  
**To:** Alicia Smith

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

I oppose the location of the sewage plant under consideration. Please reconsider polluting our natural waterways.

Thank you,

Judi Lamoreaux  
Parker Co.

Sent from [Mail](#) for Windows 10

## Alicia Smith

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**From:** Terry Coote <autotransworks@sbcglobal.net>  
**Sent:** Tuesday, July 21, 2020 6:58 PM  
**To:** Alicia Smith  
**Subject:** Sewer System

Why are we wanting to spend all this money when the system we have is only 2/3 years old when there is so much that needs to be done in other areas?

Sent from my iPhone



## Alicia Smith

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**From:** Melissa Murff <murffmw@gmail.com>  
**Sent:** Wednesday, July 22, 2020 4:00 PM  
**To:** Alicia Smith  
**Subject:** Wastewater treatment issue tonight

Melissa Murff  
555 Quail Ridge Road  
Aledo, TX 76008  
817-999-1815

"Be Amazed"

Begin forwarded message:

**From:** Melissa Murff <murffmw@gmail.com>  
**Date:** July 21, 2020 at 2:05:36 PM CDT  
**To:** ASmith@willowpark.com  
**Subject:** Wastewater treatment issue tonight

I am a long time resident of Annetta North. Our property backs up to the Clear Fork very close to where the wastewater from the planned treatment facility will be dumped.

First, we take grandchildren to our low water crossing on a regular basis to play and fish. There are many families along this waterway that do the same. It is very concerning relative to the harmful issues with dumping water into the river.

Furthermore, how is it possible for Willow Park to even think they can empty water from the treatment facility into a waterway located in another city?

No one in Annetta North wants a treatment facility close to their properties!

Please reconsider this plan relative to Annetta North's involvement in Willow Park's wastewater treatment planning.

Thank you,

Melissa Murff  
555 Quail Ridge Road  
Our Aledo, TX 76008  
817-999-1815

"Be Amazed"

## Alicia Smith

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**From:** Manda Houser <Mandahouser@outlook.com>  
**Sent:** Monday, July 27, 2020 4:09 PM  
**To:** Alicia Smith  
**Subject:** No to Water treatment plant

As a local resident, I am appalled that adding a water treatment plant is even being discussed. I have four young boys who enjoy Annetta north and it would absolutely be devastating to have treated sewage water be dumped.

-Amanda Houser

Get [Outlook for iOS](#)

## Alicia Smith

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**From:** Deller, Robert C <robert.deller@abbott.com>  
**Sent:** Monday, July 27, 2020 3:06 PM  
**To:** Alicia Smith  
**Subject:** Trinity Bluffs homeowner

Alecia,

It has come to our attention of the city of Willow Park setting up the possibility of dumping 1 million gallons of sewage per day on a flood plain in Annetta North. The sewage would eventually dump into the Trinity Clear Fork thus heading downstream to affect thousands of homeowners and wildlife. We obviously don't think this would be a great idea and could affect our property values and harm the wildlife that use the Clear fork as a source of water. This should be stopped immediately and another sight should be considered with due diligence. I would love to hear your thoughts on this matter.

Thank you!

Bob Deller  
Abbott Vascular  
Senior Coronary Account Manager  
817-991-0100 Mobile  
robert.deller@abbott.com

## Alicia Smith

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**From:** Lauren Peele <laurenpeelee@yahoo.com>  
**Sent:** Monday, July 27, 2020 2:34 PM  
**To:** Alicia Smith  
**Subject:** Sewage plant

Hello,

I am a resident and land owner in Aledo, and I am deeply concerned about Willow Parks proposed sewage plant. My livestock drink out of our pond and will be directly impacted by this. Plus, it is in a floodplain! What will happen when, not it, it floods? This is not right, and I urge you to reconsider.

Lauren Peele

## Alicia Smith

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**From:** juliedurandrn@aol.com  
**Sent:** Monday, July 27, 2020 2:30 PM  
**To:** Alicia Smith  
**Subject:** Objection to Dumping Sewage in Annetta

I object to Willow Park dumping sewage into a flood plain. This affects our town. I expect you to get a few more emails today.

Best,

Julie Durand

## Alicia Smith

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**From:** Cassandra Tidwell <cltidwell55@yahoo.com>  
**Sent:** Friday, July 24, 2020 11:56 AM  
**To:** Alicia Smith  
**Subject:** City Council Meeting

Cassandra Tidwell  
428 Verde Rd.  
Willow Park, TX 76087

City Council  
Willow Park, TX

RE: Property to be purchased for \$1.4 million

Dear Council Members,

As a resident of Willow Park for 30 years, I have questions about this property the city wants to buy. I appreciate that Amy Fennell made this information available. What is the acreage of this property to be purchased? For what purpose does the city have for this property? Why is it necessary to buy it so quickly? Why was this planned without council authorization? Why pay \$1.4 million for a piece of property that is appraised at a lower price? Why does the city want to buy property in a flood plain? If it is to be used for Willow Park purposes, won't it cost a lot more money to **just** make it a usable piece of property?

Please ask these questions at the next council meeting. I believe with Amy Fennell that Willow Park leadership can do better than this.

Sincerely,  
Cassandra Tidwell

## Alicia Smith

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**From:** Carolyn Thompson <carolynthom@gmail.com>  
**Sent:** Tuesday, July 28, 2020 3:46 PM  
**To:** Alicia Smith  
**Subject:** Statement of opposition to the wastewater plant.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Please read the following objection to the wastewater site in the July 28, 2020 Willow Park city council meeting:

As one of many landowners downstream of the proposed wastewater site and as the owners of the land shown on the map to be the location for the wastewater discharge point, we adamantly object to both the location of the plant and the discharge point.

The proposed site is in a floodplain that does have standing water for several months of the year, has flooded heavily in the recent past and puts those living downstream at risk of personal, financial and environmental damage.

Our land is within Annetta North boundaries and not Willow Park city limits yet you, as the elected city government of Willow Park, are planning to discharge treated sewage water from our land.

The proposed site is on the extreme edge of Willow Park city limits and those who will be affected by your decision have no voice and cannot vote against any of the elected individuals in future elections. This behavior shows disregard for your neighboring cities and landowners downstream.

Carolyn and Jerry Thompson  
439 Quail Ridge  
Annetta North, TX 76008





1

Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

Rachele DeMoss

Address:

575 Quail Ridge Rd

Phone:

1. Please complete this form and submit it to the City Secretary prior to opening of the Council Meeting.
2. ~~Speakers will be called in the order in which forms are submitted~~
3. Public comment is limited to three minutes per speaker.
4. No speaker may convey or donate his or her time to another speaker.
5. Comments shall be courteous and respectful at all times. Speakers making personal, unfounded, profane or slanderous remarks may be removed from the room.
6. No person may use public comment for the purpose of campaign or advertisement.
7. This is **NOT** a question and answer time and Council can not engage in conversation with the public.
8. The presiding officer has the responsibility for enforcing these rules.



☒ **I WISH TO SPEAK** to the City Council on the following issue:

water treatment plant



☐ **IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record.

*Please use the back for additional comments*

Signature Required:

Rachele DeMoss

Date:

7/28/20

By signing, I acknowledge public comment rules presented on this form.

*Pursuant to Texas Government Code 252.002 (Texas Public Information Act), this document is considered a public record. Disclosure may be required upon request.*





2

Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

Jim Sweevey

Address:

417 Quail Ridge Rd

Phone:

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☐ **I WISH TO SPEAK** to the City Council on the following issue:

☒ **IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record.

I Am opposed to sewer

Please use the back for additional comments

Line running through my property

Signature Required:

Jim Sweevey

Date:

7-28-2020

By signing, I acknowledge public comment rules presented on this form.

Pursuant to Texas Government Code 252.002 (Texas Public Information Act), this document is considered a public record. Disclosure may be required upon request.



3

Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

RICHARD MILLER

Address: 1513 GREENLEAF DR ALEDO MCDAVID ESTATES

Phone: \_\_\_\_\_

1. Please complete this form and submit it to the City Secretary prior to opening of the Council Meeting.
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☒ **I WISH TO SPEAK** to the City Council on the following issue:

\_\_\_\_\_

☐ **IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record. \_\_\_\_\_

\_\_\_\_\_

*Please use the back for additional comments*

Signature Required: Richard Miller

Date: \_\_\_\_\_

By signing, I acknowledge public comment rules presented on this form.

*Pursuant to Texas Government Code 252.002 (Texas Public Information Act), this document is considered a public record. Disclosure may be required upon request.*



4

Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

Philemon Wright

Address:

1539 Hunter Glenn Dr

Phone:

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☒ **I WISH TO SPEAK** to the City Council on the following issue:

☐ **IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record.

Please use the back for additional comments

Signature Required:

Date:

8-28-2020

By signing, I acknowledge public comment rules presented on this form.

Pursuant to Texas Government Code 252.002 (Texas Public Information Act), this document is considered a public record. Disclosure may be required upon request.





5

Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

Christian Ellis

Address:

415 Quail Ridge Road - Aledo 76008

Phone:

1. Please complete this form and submit it to the City Secretary prior to opening of the Council Meeting.
2. Speakers will be called in the order in which forms are submitted.
3. Public comment is limited to three minutes per speaker.
4. No speaker may convey or donate his or her time to another speaker.
5. Comments shall be courteous and respectful at all times. Speakers making personal, unfounded, profane or slanderous remarks may be removed from the room.
6. No person may use public comment for the purpose of campaign or advertisement.
7. This is **NOT** a question and answer time and Council can not engage in conversation with the public.
8. The presiding officer has the responsibility for enforcing these rules.

☒ **I WISH TO SPEAK** to the City Council on the following issue:

WWTD

☐ **IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record.

Please use the back for additional comments

Signature Required:

CE

Date:

7-28-20

By signing, I acknowledge public comment rules presented on this form.

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Complete the following information and submit to the City Secretary prior to the meeting. When your name is called, proceed to the podium and state your name and address. Please limit your comments to 3 minutes.

**PLEASE PRINT LEGIBLY**

Name:

Klayton Hartley

Address:

405 Quail Ridge Aledo, TX

Phone:

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**IN LIEU OF SPEAKING** I request the City Clerk to include my written comments into the public record.

Please us the back for additional comments

Signature Required:

Date:

07/28/2000

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## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> 8/11/20	<b>Department:</b> Finance	<b>Presented By:</b> Jake Weber
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**AGENDA ITEM:**

Financial update by Jake Weber, CPA.

**BACKGROUND:**

Review and provide an update on the 3<sup>rd</sup> fiscal quarter 2019-2020 financial activity of the city.

**STAFF/BOARD/COMMISSION RECOMMENDATION:****EXHIBITS:**

Financial Reports as of June 31, 2020.

ADDITIONAL INFO:	FINANCIAL INFO:	
	<b>Cost</b>	\$-0-
	<b>Source of Funding</b>	\$-0-



**City of Willow Park**  
**Financial Update**  
**Financial Reports as of June 30, 2020**

<b>Financial Highlights</b>			
	General	Water	Wastewater
-FYTD 2019-2020 Revenue Actual	\$ 3,385,704	\$ 1,854,190	\$ 559,908
-FYTD 2019-2020 Expense Actual	3,055,138	1,926,094	280,185
-FYTD 2019-2020 Net Change	\$ 330,566	\$ (71,904)	\$ 279,723
-FY 2019-2020 Revenue Budget	\$ 3,957,636	\$ 2,488,264	\$ 704,754
-FY 2019-2020 Expense Budget	\$ 3,954,931	\$ 2,342,534	\$ 628,595
-FYTD 2019-2020 Revenue - Actual to Budget %	86%	75%	79%
-FYTD 2019-2020 Expense - Actual to Budget %	77%	82%	45%

<b>Capital Project Tracker</b>			
	Fort Worth Water Line (100%)	Public Works Building	Ranch House Road
Original Net Bond Proceeds	\$ 13,770,000	\$ 5,205,000	\$ 4,610,000
Interest Earned to Date	32,789	149,280	65,883
Costs Incurred to Date	(890,444)	(5,274,010)	(4,685,369)
Remaining to Spend	\$ 12,912,345	\$ 80,270	\$ (9,486)

<b>Monthly Performance</b>			
	Jun-20	Jun-19	Change
<b><u>General Fund</u></b>			
Revenue			
Property Tax & Other Taxes	\$ 119,244	\$ 88,398	\$ 30,846
Franchise Fees	252	-	252
Development & Permit Fees	16,086	10,400	5,686
Fines & Forfeitures/Other Revenue	11,360	8,671	2,689
Expenses			
Personnel Expense	163,838	163,827	11
Supplies (Maintenance & Operations)	7,137	46,660	(39,524)
Utilities	6,042	8,470	(2,429)
Operational & Contractual Services	80,122	112,414	(32,292)
Capital Outlay & Interfund Transfer	3,572	74,480	(70,908)
Net Income (Loss)	\$ (113,768)	\$ (298,383)	\$ 184,616
<b><u>Water &amp; Wastewater Funds</u></b>			
Revenue	\$ 269,550	\$ 228,634	\$ 40,917
Expense			
Personnel Expense	65,218	48,796	16,422
Supplies (Maintenance & Operations)	19,787	20,933	(1,146)
Utilities	14,464	11,856	2,607
Operational & Contractual Services	12,221	99,082	(86,860)
Capital Outlay/Debt Service	27,898	(26,921)	54,819
Net Income (Loss)	\$ 129,963	\$ 74,888	\$ 55,075



**General Fund**  
**Profit & Loss Budget vs Actual**  
**For the Fiscal Year to Date June 30, 2020**

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
<b>Revenue</b>					
Property Tax & Other Taxes					
M & O TAX	\$ 1,542,410	\$ 1,445,825	\$ 1,567,825	\$ (25,415)	102%
SALES TAX	1,150,000	827,879	901,710	248,290	78%
MIXED BEVERAGE TAX	24,506	16,769	21,368	3,138	87%
AUTO/TRAILER TAXES	325	2,660	2,391	(2,066)	736%
DELINQUENT TAXES	6,977	14,338	2,670	4,307	38%
Total Property Tax & Other Taxes	2,724,218	2,307,471	2,495,963	228,255	92%
Franchise Fees					
TXU ELECTRIC	165,836	193,934	197,508	(31,672)	119%
A T & T	70,000	38,809	32,418	37,582	46%
TEXAS GAS	7,500	2,652	2,067	5,433	28%
MISC FRANCHISE	5,000	5,489	1,343	3,657	27%
MESH NET	3,024	2,016	2,300	724	76%
WATER FRANCHISE FEE	98,020	-	-	98,020	0%
WASTEWATER FRANCHISE FEES	28,553	-	-	28,553	0%
Total Franchise Fees	377,933	242,900	235,636	142,297	62%
Development & Permit Fees					
BUILDING PERMITS	175,000	121,817	406,573	(231,573)	232%
HEALTH PERMITS	9,000	12,560	11,750	(2,750)	131%
SUBCONTRACTORS PERMITS	15,000	18,024	33,068	(18,068)	220%
REGISTRATION FEES	4,500	4,230	4,190	310	93%
BUSINESS ORIENTED	-	-	1,300	(1,300)	0%
OSSF PERMITS	1,200	5,800	4,950	(3,750)	413%
WELL APPLICATION FEE	-	3,000	-	-	0%
PLAN REVIEW	35,000	103,929	71,752	(36,752)	205%
RE - INSPECTION	-	650	60	(60)	0%
SPECIAL EVENT PERMITS	-	75	350	(350)	0%
REVIEWS/REQUESTS	600	3,700	3,125	(2,525)	521%
METER RELEASE	-	3,250	4,750	(4,750)	0%
RENTAL INSPECTIONS	400	-	-	400	0%
IRRIGATION	-	-	1,150	(1,150)	0%
LATE HOURS ALOCHOL PERMIT FEE	-	-	770	(770)	0%
NSF FEES	-	-	60	(60)	0%
FIRE ALARMS	1,000	3,000	4,000	(3,000)	400%
FIRE SPRINKLER	1,000	2,000	5,850	(4,850)	585%
CERTIFICATE OF OCCUPANCY	1,000	300	1,200	(200)	120%
Total Development & Permit Fees	243,700	282,335	554,898	(311,198)	228%
Fines & Forfeitures					
NON-PARKING	100,000	62,092	43,700	56,300	44%
PARKING	1,000	800	250	750	25%
WARRANTS/CAPIAS	1,300	994	350	950	27%
STATE LAW - CLASS C	15,000	8,750	5,966	9,034	40%
COURT ADMINISTRATION	75,000	38,524	29,873	45,127	40%
COURT SECURITY	4,700	-	-	4,700	0%



	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
TIME PAYMENT	400	100	113	288	28%
MC TECH FEE	6,700	-	-	6,700	0%
SEAT BELT	500	300	-	500	0%
TEEN COURT FEE	-	220	140	(140)	0%
FIRE SPRINKLER	10,000	-	-	10,000	0%
Total Fines & Forfeitures	214,600	111,781	80,391	134,209	37%
Other Revenue					
INTEREST - OPERATING FUND	15,000	34,085	12,146	2,854	81%
REFUNDS/BANK CREDITS	100	1,120	2,154	(2,054)	2154%
MISCELLANEOUS	1,135	1,672	79	1,056	7%
OPEN RECORDS FEES	150	-	-	150	0%
OTHER REIMBURSEABLES	200	5,000	8	192	4%
REVENUE RECOVERY	5,000	5,616	856	4,144	17%
POLICE CONTRIBUTIONS	-	405	1,013	(1,013)	0%
ACCIDENT REPORTS	600	524	490	110	82%
ROAD CONTRIBUTIONS	-	226	203	(203)	0%
PARK CONTRIBUTIONS	-	183	114	(114)	0%
VFD CONTRIBUTIONS	-	1,194	1,320	(1,320)	0%
SPECIAL EVENT SPONSORSHIP	-	-	300	(300)	0%
BOND PROCEEDS	-	1,872,077	-	-	0%
SALE OF ASSETS	-	153,230	131	-	0%
ACCOUNT TRANSFERS	375,000	256,003	-	375,000	0%
Other Revenue	397,185	2,331,334	18,815	378,501	5%
Total Revenue	3,957,636	5,275,820	3,385,704	572,063	86%
Expenditures					
Personnel					
SALARIES	1,743,669	1,238,142	1,259,075	484,594	72%
PAYROLL EXPENSE	27,331	18,782	19,702	7,629	72%
WORKERS COMPENSATION	33,152	35,288	32,777	375	99%
HEALTH INSURANCE	217,076	160,194	147,390	69,686	68%
RETIREMENT	135,708	97,150	103,343	32,365	76%
UNEMPLOYMENT INSURANCE	253	4,458	4,101	(3,848)	1621%
CELL PHONE STIPEND	6,811	5,845	5,931	880	87%
EXTRA HELP	-	37	-	-	0%
CERTIFICATE PAY	35,879	20,761	26,928	8,951	75%
OVERTIME	87,173	55,304	85,958	1,215	99%
FLOATER SHIFTS	16,000	5,732	6,398	9,602	40%
DENTAL INSURANCE	20,747	10,792	10,743	10,004	52%
LIFE INSURANCE	3,417	3,666	3,635	(218)	106%
PHYSICALS & GYM MEMBERSHIPS	6,980	4,571	8,545	(1,565)	122%
ACCRUED COMP & VACATION	-	2,553	-	-	0%
BAILIFF DUTIES	1,400	800	857	543	61%
Total Personnel	2,335,596	1,664,076	1,715,381	620,215	73%
Supplies (Maintenance & Operations)					
POSTAGE & SHIPPING	4,748	271	412	4,336	9%
OFFICE SUPPLIES	16,255	8,521	8,812	7,443	54%
FLOWERS/GIFTS/PLAQUES	4,690	2,916	3,871	819	83%
BASIC OPERATING SUPPLIES	15,977	6,497	7,283	8,694	46%
PRINTING & BINDING	1,854	1,372	1,085	769	59%

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
MINOR EQUIPMENT: OFFICE	11,030	10,377	6,459	4,571	59%
MV OILS, LUBRICANTS & FLUIDS	515	-	-	515	0%
MV REPAIR & MAINTENANCE	88,061	42,324	24,981	63,080	28%
UNIFORMS & SUPPLIES	36,752	19,853	12,746	24,006	35%
TRAFFIC & STREET SIGNS	3,605	1,000	2,000	1,605	55%
FINANCE CHARGES	360	497	603	(243)	167%
USPS CONTRACT UNIT	-	-	272	(272)	0%
PPE AND SUPPLIES	60,601	45,764	9,279	51,322	15%
MEDICAL SUPPLIES	14,906	4,732	9,324	5,582	63%
FOAM SUPPLIES	1,803	1,778	-	1,803	0%
ROAD ABSORBENT SUPPLIES	1,654	1,442	1,641	13	99%
MINOR TOOLS	3,060	186	-	3,060	0%
EQUIPMENT	515	-	-	515	0%
MISC TOOLS/SUPPLIES	-	483	-	-	0%
ASPHALT MATERIALS	35,000	4,525	8,219	26,781	23%
ROAD BASE MATERIALS - PAVING	19,800	15,901	2,541	17,259	13%
ICE & INCLEMENT WEATHER	4,635	1,560	-	4,635	0%
CONCRETE REPLACEMENT	15,000	3,642	2,625	12,375	18%
DRAINAGE	20,000	8,928	1,117	18,883	6%
BARRICADES/MARKERS	2,500	-	72	2,428	3%
SAFETY EQUIPMENT & SUPPLIES	22,455	30,262	4,241	18,214	19%
BUILDING & FACILITIES REPAIRS	33,920	11,525	11,571	22,349	34%
PUBLIC WORKS BUILDING	-	6	-	-	0%
FACILITIES MAINT SUPPLIES	14,490	1,774	7,349	7,141	51%
MINOR EQUIPMENT: FIELD	6,800	7,308	2,126	4,674	31%
OPERATING SUPPLIES NON CONSUMABLES	1,030	773	1,367	(337)	133%
SUBSCRIPTIONS & PUBLICATIONS	3,376	1,500	5,959	(2,583)	177%
PROMOTIONS	4,600	4,412	916	3,684	20%
MV FUEL	35,900	26,373	19,637	16,263	55%
MV TIRES, TUBES & BATTERIES	4,120	1,251	1,865	2,255	45%
SPECIAL EVENTS	1,000	2,182	34	966	3%
AMMUNITION & WEAPONS RELATED	3,500	657	1,325	2,175	38%
EMERGENCY RESPONSE SUPPLIES	8,000	3,631	4,860	3,140	61%
Total Supplies (Maintenance & Operations)	502,512	274,223	164,594	337,918	33%
Utilities					
ELECTRICITY	33,372	24,245	33,715	(343)	101%
GAS	4,000	2,923	6,790	(2,790)	170%
TELEPHONE	15,000	-	-	15,000	0%
COMMUNICATION SERVICES	51,180	42,867	48,138	3,042	94%
Total Utilities	103,552	70,035	88,643	14,909	86%
Operational & Contractual Services					
TRAVEL & TRAINING	74,154	26,652	17,793	56,361	24%
CONSULTANTS & PROFESSIONALS	119,755	73,096	239,480	(119,725)	200%
ADVERTISING & LEGAL NOTICES	8,753	3,886	4,213	4,540	48%
PRINTING & BINDING	4,424	1,715	2,328	2,096	53%
PROPERTY & LIABILITY	38,250	37,757	44,101	(5,851)	115%
REPAIR & MAINTENANCE	-	(922)	1,011	(1,011)	0%
PROFESSIONAL LICENSE	1,400	158	158	1,243	11%
DUES & MEMBERSHIPS	16,245	19,107	11,642	4,603	72%
SPECIAL EVENTS	12,500	15,736	22,985	(10,485)	184%
PERMITS & APPLICATIONS	-	70	30	(30)	0%

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
LAB TESTING	3,000	-	1,165	1,835	0%
OTHER RENTAL	-	785	1,851	(1,851)	0%
FINANCE CHARGES	-	-	212	(212)	0%
FINES & PENALTIES	-	5	-	-	0%
LEGAL/CITY ATTORNEY	55,000	33,033	30,400	24,600	55%
ACCOUNTING & AUDITOR	40,000	30,409	21,057	18,943	53%
CONTRACTUAL SERVICES	223,250	116,112	147,229	76,021	66%
ELECTIONS ADMINISTRATION	5,700	5,258	-	5,700	0%
INMATE HOUSING	1,200	141	740	460	62%
MUNICIPAL JUDGE	14,400	9,600	9,600	4,800	67%
MAGISTRATE	3,000	2,200	2,600	400	87%
FOOD SERVICE INSPECTOR	5,870	4,715	3,695	2,175	63%
ENGINEERING/CITY ENGINEER	5,150	99,672	39,475	(34,325)	767%
SOLID WASTE COLLECTION	-	2,244	2,336	(2,336)	0%
SOFTWARE TECH SUPPORT	15,500	14,818	22,730	(7,230)	147%
EQUIPMENT TECH SUPPORT	20,540	12,021	1,333	19,207	6%
POOL INSPECTOR	1,700	-	-	1,700	0%
BLACKBOARD CONNECT	5,963	3,824	3,824	2,139	64%
IT CONTRACT	27,692	21,004	22,051	5,641	80%
JURY SERVICE	200	-	-	200	0%
GOVERNMENT & MISC OPERATING	47,470	21,298	31,095	16,375	66%
EQUIPMENT RENTAL	11,660	11,807	10,969	691	94%
VEHICLE LEASE	58,945	-	92,645	(33,700)	157%
ANIMAL CONTROL	66,550	40,838	27,225	39,325	41%
ECONOMIC DEVELOPMENT	5,000	15,270	18,577	(13,577)	372%
Total Operational & Contractual Services	893,271	622,307	834,550	58,721	93%
Capital Outlay					
OFFICE EQUIPMENT	-	-	1,213	(1,213)	0%
VEHICLES	-	1,573,485	-	-	0%
TECHNOLOGY PROJECTS	-	(3,816)	66,797	(66,797)	0%
EQUIPMENT: HEAVY	-	43,524	-	-	0%
FACILITIES: PARKS	5,000	14,843	-	5,000	0%
FACILITIES: CITY BUILDINGS	-	6,159	-	-	0%
SOFTWARE	-	17,242	47,654	(47,654)	0%
EQUIPMENT PURCHASE	-	5,186	540	(540)	0%
UTILITIES: DRAINAGE	-	15,000	(13,199)	13,199	0%
CAPITAL EQUIPMENT REPLACEMENT	-	373,069	-	-	0%
PREDETERMINED PROJECT EXPENDIT	-	151,672	-	-	0%
CAPITAL PROJECTS-RESERVE FUNDS	-	-	138,665	(138,665)	0%
PARKER COUNTY STREET IMPROVEMENTS	115,000	-	-	115,000	0%
PAYING AGENT FEES	-	300	300	(300)	0%
Total Capital Outlay	120,000	2,196,665	241,969	(121,969)	202%
Transfers & Restricted Funds					
INTERFUND TRANSFER	-	98,979	10,000	(10,000)	0%
Total Expenditures	3,954,931	4,926,284	3,055,138	899,793	77%
Net Income	\$ 2,705	\$ 349,536	\$ 330,566	\$ (327,730)	



**Water Fund**  
**Profit & Loss Budget vs Actual**  
**For the Fiscal Year to Date June 30, 2020**

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
<b>Revenue</b>					
USER CHARGES	\$ 2,225,964	\$ 1,372,817	\$ 1,565,341	\$ 660,623	70%
PENALTIES	30,000	19,678	12,013	17,987	40%
NEW ACCOUNT FEES	13,000	10,230	11,010	1,990	85%
TAP FEES	3,000	3,000	(52)	3,052	-2%
IMPACT FEES	165,000	160,071	200,041	(35,041)	121%
INTEREST REVENUE	10,000	48,785	39,371	(29,371)	394%
METER FEE	25,000	17,214	18,269	6,731	73%
METER BOX FEE	4,500	5,250	4,600	(100)	102%
RECONNECT FEES	10,000	12,145	2,660	7,340	27%
RETURNED CHECK FEES	600	840	660	(60)	110%
REFUNDS/ BANK CREDITS	-	-	500	(500)	0%
MISCELLANEOUS REVENUE	1,200	(135)	(225)	1,425	0%
SALE OF ASSETS	-	(7,640)	-	-	0%
INTERFUND TRANSFER	-	87,049	-	-	0%
<b>Total Revenue</b>	<b>2,488,264</b>	<b>1,729,304</b>	<b>1,854,190</b>	<b>634,074</b>	<b>75%</b>
<b>Expenditures</b>					
<b>Personnel</b>					
SALARIES	548,377	291,357	435,420	112,957	79%
PAYROLL EXPENSE	8,439	4,565	6,707	1,732	79%
WORKERS COMPENSATION	11,396	9,461	8,498	2,898	75%
HEALTH INSURANCE	89,178	49,163	67,352	21,826	76%
RETIREMENT	42,021	23,333	34,960	7,061	83%
UNEMPLOYMENT INSURANCE	99	1,536	1,895	(1,796)	1914%
CELL PHONE STIPEND	4,320	2,939	3,224	1,096	75%
CERTIFICATE PAY	2,280	369	477	1,803	21%
OVERTIME	16,817	25,498	26,692	(9,875)	159%
DENTAL INSURANCE	12,579	3,162	4,751	7,828	38%
LIFE INSURANCE	1,401	1,210	1,544	(143)	110%
ACCRUED COMP & VACATION	-	515	5,048	(5,048)	0%
<b>Total Personnel</b>	<b>736,907</b>	<b>413,106</b>	<b>596,567</b>	<b>140,340</b>	<b>81%</b>
<b>Supplies (Maintenance &amp; Operations)</b>					
POSTAGE & SHIPPING	15,000	12,000	9,000	6,000	60%
OFFICE SUPPLIES	5,000	4,345	4,261	739	85%
FLOWERS/GIFTS/PLAQUES	300	331	102	198	34%
BASIC OPERATING SUPPLIES	2,000	717	689	1,311	34%
PRINTING & BINDING	-	(50)	-	-	0%
MINOR EQUIPMENT: OFFICE	3,000	2,675	1,020	1,980	34%
MV REPAIR & MAINTENANCE	10,400	9,137	8,955	1,445	86%
UNIFORMS & SUPPLIES	5,370	2,464	2,332	3,038	43%
FINANCE CHARGES	1,800	2,634	1,403	397	78%
EQUIPMENT	-	-	1,667	(1,667)	0%
MISC TOOLS/SUPPLIES	2,850	1,479	37	2,813	1%
ROAD BASE MATERIALS - PAVING	-	129	-	-	0%
CHEMICALS	10,048	4,221	9,032	1,016	90%
FIRE HYDRANTS	10,400	-	-	10,400	0%
SAFETY EQUIPMENT & SUPPLIES	2,874	2,075	1,542	1,332	54%

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
BUILDING & FACILITIES REPAIRS	3,984	9,193	1,679	2,305	42%
FACILITIES MAINT SUPPLIES	-	91	474	(474)	0%
MINOR EQUIPMENT: FIELD	2,850	1,244	3,438	(588)	121%
SUBSCRIPTIONS & PUBLICATIONS	500	-	206	294	41%
MV FUEL	27,000	19,468	22,203	4,797	82%
WATER DISTRIBUTION SUPPLIES	135,000	33,603	55,649	79,351	41%
WATER PRODUCTION SUPPLIES	50,000	1,223	5,757	44,243	12%
Total Supplies (Maintenance & Operations)	288,376	106,980	129,445	158,931	45%
Utilities					
ELECTRICITY	100,000	54,023	75,244	24,756	75%
MOBILE TELEPHONE	5,700	3,476	2,061	3,639	36%
COMMUNICATION SERVICES	6,132	5,382	2,365	3,767	39%
Total Utilities	111,832	62,881	79,671	32,161	71%
Operational & Contractual Services					
TRAVEL & TRAINING	4,050	4,444	4,230	(180)	104%
CONSULTANTS & PROFESSIONALS	25,000	17,858	750	24,250	3%
ADVERTISING & LEGAL NOTICES	1,000	-	-	1,000	0%
PRINTING & BINDING	-	-	114	(114)	0%
PROPERTY & LIABILITY	5,500	5,394	5,530	(30)	101%
REPAIR & MAINTENANCE	-	(492)	-	-	0%
DUES & MEMBERSHIPS	555	-	333	222	60%
PERMITS & APPLICATIONS	5,000	-	5,636	(636)	113%
LAB TESTING	4,140	-	562	3,578	14%
PROPERTY DAMAGE	2,500	-	-	2,500	0%
ACCOUNTING & AUDITOR	13,500	14,900	7,692	5,808	57%
CONTRACTUAL SERVICES	-	-	1,968	(1,968)	0%
ENGINEERING/CITY ENGINEER	36,000	41,235	110,376	(74,376)	307%
SOLID WASTE COLLECTION	-	127	1,645	(1,645)	0%
SOFTWARE TECH SUPPORT	2,000	1,671	6,960	(4,960)	348%
BLACKBOARD CONNECT	2,750	956	956	1,794	35%
IT CONTRACT	3,852	2,887	2,887	965	75%
WELL SITE MAINTENANCE	15,608	424	-	15,608	0%
EQUIPMENT MAINTENANCE	4,540	-	-	4,540	0%
WATER TANK MAINTENANCE	6,000	70	495	5,505	8%
BUILDING MAINT - WELL SITES	3,000	1,345	-	3,000	0%
EQUIPMENT RENTAL	8,000	7,799	17,421	(9,421)	218%
VEHICLE LEASE	70,000	-	-	70,000	0%
WATER DISTRIBUTION CONTRACTUAL	45,000	11,295	16,255	28,745	36%
WATER PRODUCTION CONTRACTUAL	50,000	21,731	9,292	40,708	19%
Total Operational & Contractual Services	307,995	131,644	193,102	114,893	63%

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
Capital Outlay					
VEHICLES	85,000	9,767	807	84,193	1%
TECHNOLOGY PROJECTS	-	-	11,569	(11,569)	0%
EQUIPMENT: HEAVY	-	11,450	-	-	0%
CAPITAL IMPROVEMENTS	-	6,450	-	-	0%
FACILITIES: CITY BUILDINGS	-	-	1,549	(1,549)	0%
WATER PURCHASES (EMER WATER)	-	7,620	-	-	0%
SOFTWARE	-	3,749	8,498	(8,498)	0%
UTILITIES: WATER DISTRIBUTION	-	27,713	23,035	(23,035)	0%
UTILITIES: WATER PRODUCTION	-	456,519	367,406	(367,406)	0%
WELL REPLACEMENT	-	750	-	-	0%
PAYING AGENT FEES	-	1,575	1,253	(1,253)	0%
DEBT ISSUANCE COST	-	-	192,635	(192,635)	0%
FRANCHISE FEES	98,020	-	-	98,020	0%
DEBT SERVICE PAYMENTS	339,404	318,712	320,555	18,849	94%
TRANSFER TO GENERAL FUND	375,000	-	-	375,000	0%
Total Capital Outlay	897,424	844,305	927,308	(29,884)	103%
Total Expenditures	2,342,534	1,558,917	1,926,094	416,440	82%
Net Income	\$ 145,730	\$ 170,387	\$ (71,904)	\$ 217,634	

**Wastewater Fund**  
**Profit & Loss Budget vs Actual**  
**For the Fiscal Year to Date June 30, 2020**

	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
<b>Revenue</b>					
USER CHARGES	\$ 585,358	\$ 425,299	\$ 424,715	\$ 160,643	73%
TAP FEES	667	1,500	(500)	1,167	-75%
IMPACT FEES	100,000	88,341	120,918	(20,918)	121%
INTEREST REVENUE	15,468	12,908	6,775	8,693	44%
REFUNDS/BANK CREDITS	3,261	-	-	3,261	0%
SALE OF ASSETS	-	-	8,000	(8,000)	0%
<b>Total Revenue</b>	<b>704,754</b>	<b>528,048</b>	<b>559,908</b>	<b>144,846</b>	<b>79%</b>
<b>Expenditures</b>					
<b>Personnel</b>					
SALARIES	85,571	47,173	35,605	49,966	42%
PAYROLL EXPENSE	1,303	726	614	689	47%
WORKERS COMPENSATION	2,072	2,365	2,124	(52)	103%
HEALTH INSURANCE	14,005	7,577	8,135	5,870	58%
RETIREMENT	6,488	3,670	3,117	3,371	48%
UNEMPLOYMENT INSURANCE	18	146	267	(249)	1485%
CELL PHONE STIPEND	498	602	540	(42)	108%
CERTIFICATE PAY	-	438	-	-	0%
OVERTIME	2,142	2,252	6,810	(4,668)	318%
DENTAL INSURANCE	936	500	571	365	61%
LIFE INSURANCE	221	191	202	19	91%
ACCRUED COMP & VACATION	-	-	748	(748)	0%
<b>Total Personnel</b>	<b>113,254</b>	<b>65,642</b>	<b>58,735</b>	<b>54,519</b>	<b>52%</b>
<b>Supplies (Maintenance &amp; Operations)</b>					
POSTAGE & SHIPPING	2,000	-	-	2,000	0%
OFFICE SUPPLIES	1,200	637	-	1,200	0%
BASIC OPERATING SUPPLIES	1,200	151	144	1,056	12%
MINOR EQUIPMENT: OFFICE	1,000	920	-	1,000	0%
MV OILS, LUBRICANTS & FLUIDS	500	-	-	500	0%
MV REPAIR & MAINTENANCE	2,400	-	416	1,984	17%
UNIFORMS & SUPPLIES	1,930	786	506	1,424	26%
WASTEWATER SUPPLIES	4,000	1,242	-	4,000	0%
EQUIPMENT	2,900	(114)	516	2,384	18%
MISC TOOLS/SUPPLIES	1,000	446	-	1,000	0%
CHEMICALS	60,478	13,234	17,618	42,861	29%
SAFETY EQUIPMENT & SUPPLIES	2,775	589	198	2,577	7%
BUILDING & FACILITIES REPAIRS	5,000	966	43	4,957	1%
FACILITIES MAINT SUPPLIES	-	3,191	478	(478)	0%
MV FUEL	3,875	2,063	1,279	2,596	33%
WASTEWATER COLLECTION	35,000	6,007	1,694	33,306	5%
WASTEWATER TREATMENT	10,000	4,478	1,573	8,427	16%
<b>Total Supplies (Maintenance &amp; Operations)</b>	<b>135,258</b>	<b>34,596</b>	<b>24,464</b>	<b>110,795</b>	<b>18%</b>



	Adopted Budget	PYTD Actual	YTD Actual	Amount Remaining	Pct Spent/ Collected
Utilities					
ELECTRICITY	61,200	44,324	40,155	21,045	66%
COMMUNICATION SERVICES	-	-	-	-	0%
Total Utilities	61,200	44,324	40,155	21,045	66%
Operational & Contractual Services					
TRAVEL & TRAINING	3,500	1,369	-	3,500	0%
CONSULTANTS & PROFESSIONALS	-	1,203	-	-	0%
PROPERTY & LIABILITY	5,500	5,394	5,530	(30)	101%
REPAIR & MAINTENANCE	7,650	-	-	7,650	0%
DUES & MEMBERSHIPS	333	-	-	333	0%
PERMITS & APPLICATIONS	3,500	-	2,373	1,127	68%
LAB TESTING	19,700	12,606	22,995	(3,295)	117%
FINES & PENALTIES	-	-	126	(126)	0%
ACCOUNTING & AUDITOR	10,000	7,917	7,417	2,583	74%
CONTRACTUAL SERVICES	12,000	10,420	9,038	2,962	75%
ENGINEERING/CITY ENGINEER	12,000	591	11,066	934	92%
SLUDGE HAULING	78,000	78,401	57,303	20,697	73%
IT CONTRACT	3,852	2,887	2,887	965	75%
LIFT STATION EQUIPMENT MAINT	55,550	129,418	765	54,785	1%
GOVERNMENT & MISC OPERATING	3,000	-	-	3,000	0%
EQUIPMENT RENTAL	1,000	13,702	-	1,000	0%
Total Operational & Contractual Services	215,585	263,908	119,499	96,086	55%
Capital Outlay					
VEHICLE LEASE	80	2,998	-	80	0%
FACILITIES: CITY BUILDINGS	-	173	-	-	0%
FRANCHISE FEES	28,553	-	-	28,553	0%
DEBT SERVICE PAYMENTS	74,665	37,333	37,333	37,333	50%
Total Capital Outlay	103,298	40,504	37,333	65,966	36%
Total Expenditures	628,595	448,973	280,185	348,411	45%
Net Income	\$ 76,159	\$ 79,075	\$ 279,723	\$ (203,564)	



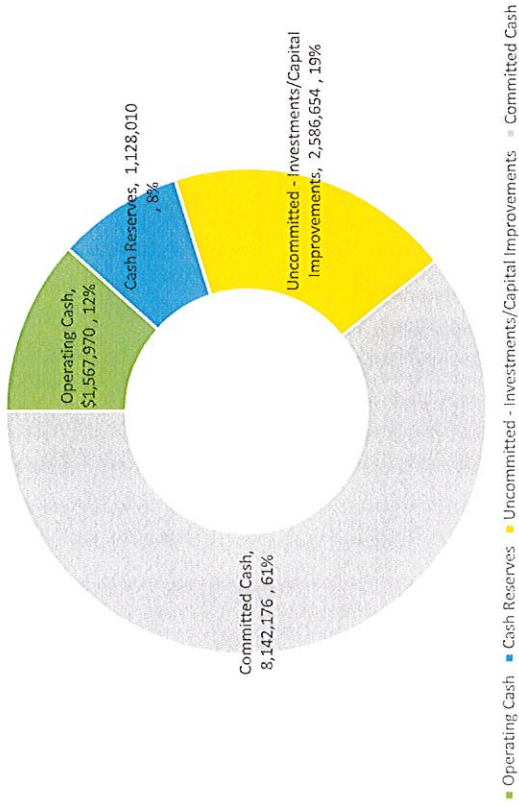
**City of Willow Park  
Bank Account Balances**

	<u>At 6/30/2020</u>	<u>At 3/31/2020</u>	<u>At 9/30/2019</u>
<b><u>General Fund</u></b>			
Operating Cash - General	\$ 491,385	\$ 890,607	\$ 164,461
General Fund Cash Reserve	237,420	237,296	235,624
TexStar General Fund Investment	515,011	514,633	510,738
General Fund CD - 65686	126,040	126,040	126,040
	<u>1,369,856</u>	<u>1,768,576</u>	<u>1,036,863</u>
<b><u>Water Fund</u></b>			
Operating Cash - Water	330,800	63,335	522,905
Water Cash Reserve	890,590	890,128	883,855
Water Capital Improvements (Water Line Clearing)	-	475	-
UMB TWDB Escrow (52%)	6,844,227	6,914,156	-
TexStar Water Capital Improvements	-	172,738	448,387
TexStar Water Investment	1,531,687	1,357,822	1,071,587
Water Deposits - 56788	106,220	106,220	105,926
	<u>9,703,524</u>	<u>9,504,875</u>	<u>3,032,661</u>
<b><u>Wastewater Fund</u></b>			
Operating Cash - Wastewater	511,355	425,693	254,894
Wastewater Package Plant	124,645	124,645	124,645
Wastewater Capital Improvements	360,961	360,773	358,231
TexStar Wastewater	52,955	52,916	52,516
	<u>1,049,916</u>	<u>964,028</u>	<u>790,286</u>
<b><u>Other Funds</u></b>			
Operating Cash - Solid Waste	234,431	221,588	412,534
Operating Cash - Court Security	37,037	36,104	35,130
Operating Cash - Court Technology	55,570	54,874	52,496
Operating Cash - General (Police Training)	5,643	5,715	4,966
Drainage Fund	-	-	300,000
Police Contributions	444	444	444
Truency Prevention	1,817	919	-
Construction Fund - Building	80,270	180,372	925,970
Construction Fund - Roads	515	(9,493)	1,257,779
Debt Service (I&S)	344,343	349,409	344,031
Police Seizure (Federal)	1,664	1,663	1,651
Police Seizure (State)	7,520	7,516	7,463
Tourism	68,577	68,541	63,038
TIRZ Reimbursement Fund	1,878	149,824	4,215
First Responder	15,810	26,445	26,734
TexStar Parks & Recreation	445,995	483,289	502,258
	<u>1,301,515</u>	<u>1,577,209</u>	<u>3,938,709</u>
<b>Total Cash</b>	<b>\$ 13,424,811</b>	<b>\$ 13,814,689</b>	<b>\$ 8,798,518</b>

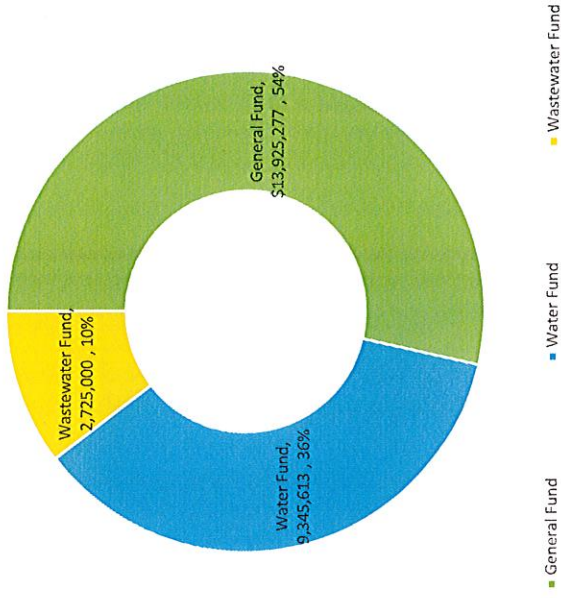


City of Willow Park  
Key Metrics & Trends  
As of June 30, 2020

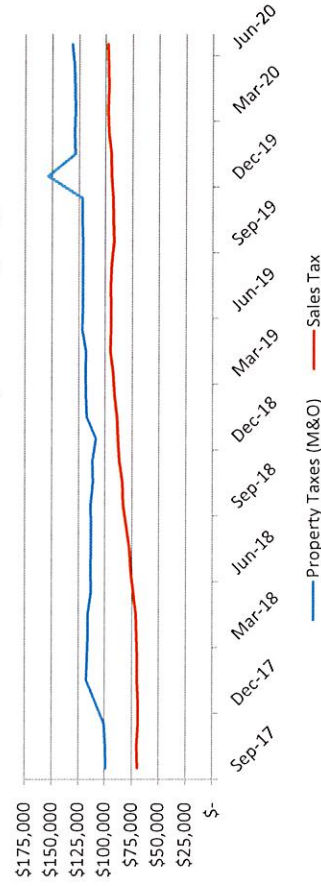
Cash Balances as of June 30, 2020



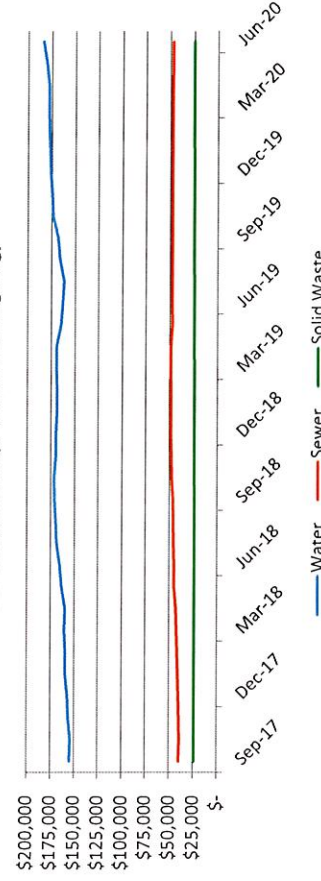
Debt Balance by Fund as of June 30, 2020



General Fund Tax Revenues (12 M Moving Avg)



User Charge Billings (12 M Moving Avg)





## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b>  August 11, 2020	<b>Department:</b>  Admin	<b>Presented By:</b>  City Manager
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### AGENDA ITEM:

Discuss and take action on City Hall Committee Recommendations

### BACKGROUND:

The City Hall Committee has been researching, attended site visits, and have had discussions on developing a City Hall. Every option that has been considered to date will involve the services of an architectural firm to help develop the needs and scope of the project. To that end, the City Hall Committee is asking Council to approve the development of an RFQ and to authorize staff to advertise the RFQ.

### STAFF/BOARD/COMMISSION RECOMMENDATION:

### EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> August 11, 2020	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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### AGENDA ITEM:

Discuss and take action on appointment of a Wastewater Treatment Committee

### BACKGROUND:

Council asked the Mayor to appoint a “Committee of Council Members” to engage and work with potential partners, municipalities, and groups interested in the development of wastewater treatment solutions.

As such, Mayor Moss asks the Council to consider the following for appointment:

Eric Contreras  
Lea Young

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### STAFF/BOARD/COMMISSION RECOMMENDATION:

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### EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$
	Source of Funding	\$