



501 East Craven • P.O. Drawer 154549 • Waco, Texas 76715-4549 • Telephone (254) 799-2458

**CITY OF LACY LAKEVIEW
CITY COUNCIL MEETING
501 E. CRAVEN AVE., LACY LAKEVIEW, TX. 76705
TUESDAY, JANUARY 9, 2024
6:00 P.M.**

NOTICE IS HEREBY GIVEN THAT LACY LAKEVIEW CITY COUNCIL WILL CONVENE AT 6:00 P.M. ON JANUARY 9, 2024, TO CONSIDER AND ACT ON THE ITEMS ON THE FOLLOWING AGENDA.

Convene to Work Session

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance to the United States of America.
4. Presentation of possible project(s) for the American Rescue Plan Act funding.
5. **Staff Reports: Q & A**
Updates and responses to council member questions may be provided, if requested regarding the submitted reports, regarding city services, administrative/personnel matters, real estate/development, infrastructure, events, regulations, community, and intergovernmental relations issues.
6. **Public Hearing**
The City of Lacy Lakeview will hold a public hearing to receive comments regarding the City's consideration of a request to abandon a certain portion of Spencer Street located within the Jacob Walker Survey, Abstract 885 in McLennan County, Texas in the Krest Addition and recorded in Volume 969, Page 247 of the Deed Records of McLennan County.

Recess Work Session to Convene Regular Session

Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, 551.073, 551.074, 551.076, 551.087, and Section 418.183(f) of the Texas Government Code (Texas Disaster Act). The Lacy Lakeview City Council reserves the right to go into Executive Session under any of these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.

7. **Mayor's Report.**
Briefings or updates may be provided regarding City Council and/or community events.
8. **Council Member's Input.**
Briefings or updates may be provided regarding City Council and/or community events.
9. **Public Comment**
This time is for individuals to address the City Council on issues and items of concern on or not on the agenda. There will be no City Council action at this time. Limit of 3 minutes per person. The City Council reserves the right to delay, when appropriate and upon the agreement of the individual, on a specific agenda item so they may speak at that time.
10. Approval of the Minutes from the City Council Town Hall Meeting held on November 28, 2023 and the City Council Session held on December 12, 2023.
11. Discussion and consideration of action regarding Resolution 2024-01; **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS ADDRESSING ANNEXATION PLANS FOR THE ETJ OF THE CITY FOR CONSIDERATION DURING CALENDAR YEAR 2024.**
12. Discussion and consideration of action regarding Resolution 2024-02; **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS ADOPTING A REVISED WRITTEN INVESTMENT POLICY REGARDING THE INVESTMENT OF THE CITY'S FUNDS AND FUNDS UNDER THE CITY'S CONTROL; REAFFIRMING A SEPARATE WRITTEN INVESTMENT STRATEGY FOR FUNDS UNDER THE CITY'S CONTROL; DESIGNATING CERTAIN AUTHORIZED REPRESENTATIVES; REQUIRING REVIEW OF THE CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES ON A NOT LESS THAN ANNUAL BASIS; AND ESTABLISHING AN EFFECTIVE DATE.**
13. Discussion and consideration of action regarding Ordinance 2024-01; **AN ORDINANCE OF THE CITY OF LACY LAKEVIEW, TEXAS ABANDONING A PORTION OF AN UNUSED BUT DEDICATED PORTION OF SPENCER STREET AS REFLECTED IN EXHIBIT "A" ATTACHED HERETO; AND FINDING AND DETERMINING THAT PUBLIC HEARINGS WERE CONDUCTED AND THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED AND PASSED WAS OPEN TO THE PUBLIC.**

14. Discussion and consideration of action regarding Resolution 2024-03; **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS APPROVING THE VICTIM SERVICES GRANT; FINDING THAT THE MEETING AT WHICH THE RESOLUTION WAS CONSIDERED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**
15. Discussion and consideration of action to create the Police Evidence and Crime Scene Technician position by adding Crime Scene Technician duties to the job description for Evidence Tech and to move the position to Group II, Step 1 pay grade.
16. Discussion and consideration of action to cancel the second regularly scheduled Council Meeting for January 2024.
17. Adjournment.

Certification

I certify that the above notice of this meeting was posted on the Bulletin Board at the Lacy Lakeview Municipal Building located at 501 E. Craven, Lacy Lakeview, Texas, and on the City of Lacy Lakeview's official website: www.lacylakeview.org on **January 5, 2024 at 3:00 p.m.**

Notice

Persons with disabilities who plan to attend this meeting and who need auxiliary aids or services should contact Laurie Kaczmarek, City Secretary, at (254) 799-2458 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.

ATTEST:

Laurie Kaczmarek
City Secretary

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed from the bulletin at City Hall on the _____ day of _____, 2022.



STAFF REPORTS

City Manager, Calvin Hodde

City Secretary, Laurie Kaczmarek

Chief of Fire, Adrian Huff

Court Administrator, Christine McMains

Finance Director, Amber Fuller

Director of Public Works, Andy Moore

Chief of Police, Jeron Barnett

Building Inspector, Tomas Cardoza

City Manager's Report to Council:

Grant Works:

1. Mesquite Tree Road Water Line Improvements: This job has been completed. Budgeted amount \$300,000.00. Total cost of completion \$249,073.75. Difference of \$50,926.25
2. Myers Lane Water Plant Generator: Walker Partners are working on the engineering and plans, GrantWorks has approved Walker Partners to manage the procurement of the subcontractors for the electrical design. This project should go out for bid after the first of the year.
3. Sewer Line Smoke Testing for the South End of the City: Smoke testing has been completed. We are now waiting on the results of the test.
4. Three Emergency Vehicles: We have now received both Chevrolet trucks and they are being equipped. We would like to transfer the purchase of the Tahoe to Enterprise Fleet Management and use the remaining funds for the purchase of add on equipment. Budget amount \$300,000.00 Total cost of the 2 trucks \$113,195.90. Difference of \$186,804.10
5. 18 New Tazers for the PD have been purchased at a cost of \$54,698.00
6. Walker Partners have completed the design and survey drawings for the Live Oak Park Ballfields. Budgeted amount \$250,000.00 The bids came in at \$190,360.00.
7. Installing transfer switches for generator capability at 5 lift stations. After visiting with a pump company we have determined that we can purchase a trailer mounted pump which would give us the ability to pump during an electrical outage and also pump when the pumps break down. Budgeted amount \$50,000.00

Smith Street Ground Water Storage Tank and Pump Station Improvements:

The project is almost completed. The contractor is going to install a new valve to isolate the north end of the city's water lines and once this is completed the pumps can be tested and final inspections can be made.

Combination 2023 Bond Projects.

1. Meyers Lane Sewer Replacement under IH-35: Walker Partners is currently working on obtaining the necessary easements on both sides of the interstate. Mike Millard has made contact with both owners for easements and has secured the East side with the Zoe Apartments and is currently working on the West side. We have reached purchase price agreements with owners on both sides of I-H35. This project bid in December and the low bid was from JH Contracting for \$758,838.00. The project will begin once all the contracts have been signed.
2. Conway Lift Station Replacement: We have received the Gift Deed for the adjacent property and Walker Partners will be designing the new lift station on that property. They have been sent a copy of the Gift Deed and will begin surveying the property. TxDot has given approval for a service entrance off I-H 35 access road.

Water Meter Replacement:

1. We have received the 1.7 million for the water meters on 10/5/23 from Government Capital. The water meters have been delivered. The contractor for Core and Main will begin installing the meters the week of 01/08/2024. We are estimating a 3 - 4 month installation period depending on weather.

Economic Development:

1. We met with a group interested in developing a 23.34 acre tract on I-H 35.
2. Staff has been meeting with a Developer for potential projects on the property located on the I-H 35 access road and Meyers Lane property. This property was sold on 8/4/23.
3. Staff has met with developers for an apartment project to go on Pecan Street.
4. Staff has met with developers about a project on Ave F and US 77. Possible PUD housing project.
5. Working with the owners of the Old K-Mart Building on requesting a Zoning Change to Industrial but leaving the front as retail.

Preparation for Town Hall Meeting:

1. We will be preparing for 2 Town Hall Meetings. One in March and one in April to discuss the upcoming bond election set for May 7th. 2024.

Preparation for Bond Election:

1. The staff will be working on information for the upcoming bond election.



Lacy Lakeview Fire Department

505 E. Craven
Lacy Lakeview, TX 76705
(254) 799-2479 ext: 2105



Percent of Incidents Responded to by Personnel, Summary

<u>Personnel Name</u>	<u># of Incidents</u>	<u>%</u>
3810 HUFF	27	67.50%
3836 Lord T	6	15.00%
3850 Lord J	8	20.00%
3851 SCHROCK	14	35.00%
3856 Young	15	37.50%
3857 Gomez	28	70.00%
Geiswite, Harold	15	37.50%
Total Incidents:		40

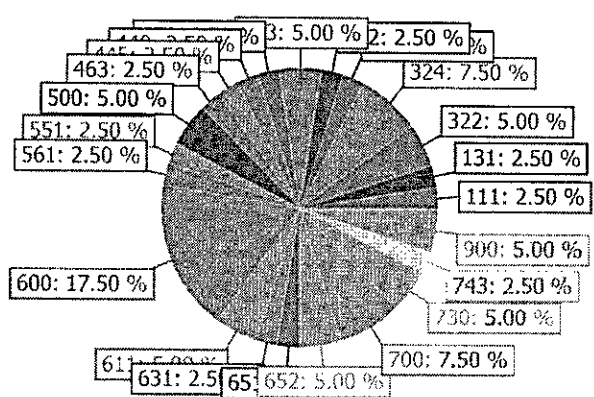


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Incident Reports By Incident Type, Summary



111: 2.50 %	500: 5.00 %	900: 5.00 %
131: 2.50 %	551: 2.50 %	
322: 5.00 %	561: 2.50 %	
324: 7.50 %	600: 17.50 %	
352: 2.50 %	611: 5.00 %	
412: 2.50 %	631: 2.50 %	
413: 5.00 %	651: 2.50 %	
424: 2.50 %	652: 5.00 %	
440: 2.50 %	700: 7.50 %	
445: 2.50 %	730: 5.00 %	
463: 2.50 %	743: 2.50 %	

Incident Type	Total Incidents	Percent
111 - Building fire	1	2.50%
131 - Passenger vehicle fire	1	2.50%
322 - Motor vehicle accident with injuries	2	5.00%
324 - Motor vehicle accident with no injuries.	3	7.50%
352 - Extrication of victim(s) from vehicle	1	2.50%
412 - Gas leak (natural gas or LPG)	1	2.50%
413 - Oil or other combustible liquid spill	2	5.00%
424 - Carbon monoxide incident	1	2.50%
440 - Electrical wiring/equipment problem, other	1	2.50%
445 - Arcing, shorted electrical equipment	1	2.50%
463 - Vehicle accident, general cleanup	1	2.50%
500 - Service Call, other	2	5.00%
551 - Assist police or other governmental agency	1	2.50%
561 - Unauthorized burning	1	2.50%
600 - Good intent call, other	7	17.50%
611 - Dispatched & canceled en route	2	5.00%
631 - Authorized controlled burning	1	2.50%

Incident Type	Total Incidents	Percent
651 - Smoke scare, odor of smoke	1	2.50%
652 - Steam, vapor, fog or dust thought to be smoke	2	5.00%
700 - False alarm or false call, other	3	7.50%
730 - System malfunction, other	2	5.00%
743 - Smoke detector activation, no fire - unintentional	1	2.50%
900 - Special type of incident, other	2	5.00%

Total Number of Incidents: 40

Total Number of Incident Types: 23

Activity Report for Municipal Court - Lacy Lakeview

December 1, 2023 to December 31, 2023

Total Cases Pending at the end of the previous month 2175

Totaling: \$961,459.36

	<u>Traffic</u>		<u>Non-Traffic</u>		<u>REPORTED</u> <u>TOTALS</u>
	<u>Misdemeanors</u>		<u>Misdemeanors</u>		
	Non - <u>Parking</u>	<u>Parking</u>	State <u>Law</u>	City <u>Ordinance</u>	
NEW CASES FILED	11	0	5	1	17
DISPOSITIONS:					
Dispositions Prior to Trial:					
<i>Bond Forfeitures</i>	0	0	0	0	0
<i>Fined</i>	6	0	1	0	7
<i>Cases Dismissed</i>	0	0	0	0	0
Total Dispositions Prior to Trial	6	0	1	0	7
Dispositions at Trial:					
<i>Trial or Hearing before Judge</i>					
Guilty	0	0	0	0	0
Not Guilty	0	0	0	0	0
<i>Trial by Jury</i>					
Guilty	0	0	0	0	0
Not Guilty	0	0	0	0	0
<i>Dismissed by Prosecution</i>	0	0	0	0	0
Total Dispositions at Trial	0	0	0	0	0
Cases Dismissed After:					
<i>Driver Safety Course</i>	0	--	--	--	0
<i>Deferred Disposition</i>	0	0	0	0	0
<i>Proof of Financial Responsibility</i>	1	--	--	--	1
<i>Compliance Dismissal</i>	1	--	--	--	1
Total Cases Dismissed After	2	0	0	0	2
TOTAL DISPOSITIONS	8	0	1	0	9
SATISFIED BY COMMUNITY SERVICE/ RULED INDIGENT					0/0
SATISFIED BY JAIL CREDIT					1
JUVENILE ACTIVITY:					
Transportation Code Cases Filed					0
Non-Driving Alcoholic Beverage Code Cases Filed					0
DUI of Alcohol Cases Filed					0
Tobacco Cases Filed					0
Drug Paraphernalia Cases Filed					0
Education Code Cases Filed					0
Violation of Local Daytime Curfew Ordinance Cases Filed					0
All Other Non-Traffic Fine-Only Cases Filed					0
Waiver of Jurisdiction of Non-Traffic Cases					0
Referred to Juvenile Court for Delinquent Conduct					0
Held in Contempt, Fined, or Denied Driving Privileges					0
Warnings Administered					0
Statements Certified					0
OTHER ACTIVITY:					
Arrest Warrants Issued:					
Class C Misdemeanors	10				
Capias Pro Fine	04				
Total Arrest Warrants Issued this month	14				
Warrants Cleared:					
By Arrest				5	
By Payment ..				8	
Total Active Warrants	2,057		Totaling \$927,827.83		
MVBA Activity:					
Closed by Jail Time Credit	01				
Paid in Full	06				
New Cases Transmitted	19		Totaling \$9,235.36		
TOTAL REVENUE:	Kept by City - \$2,845.45	Remitted to State - \$834.55	Remitted to MVBA - \$572.10		Total - \$4,252.10

PORTFOLIO DETAIL TRANSACTION REPORT
LACY LAKEVIEW, TEXAS INVESTMENT FUNDS
Sunday, December 31, 2023

CASH BALANCE 12/31/2023

GENERAL LEDGER BALANCE	\$ 1,871,418.82
AMERICAN BANK STATEMENT BALANCE	Stmt Unavailable

TEXPOOL ACCOUNT

General Fund TexPool - Beginnin Balance	\$ 2,729.89
Interest	\$ 21.65
General Fund TexPool - Current Balance	\$ 2,751.54

Water/Sewer Fund TexPool - Beginnin Balance	\$ 1,248,354.77
Interest	\$ 5,692.98
Water/Sewer Fund TexPool - Current Balance	\$ 1,254,047.75

Total Balance	\$ 1,256,799.29
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The property tax report and the American Bank statement for December
was unavailable when this report was generated



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND							
Revenue							
Department: 01 - ADMINISTRATIVE & TAX							
Program: 01 - Taxes							
01-01-01-3010	Property (Ad Valorem)	1,955,000.00	1,955,000.00	642,701.59	815,955.20	-1,139,044.80	58.26 %
01-01-01-3015	Penalty & Interest	18,000.00	18,000.00	380.33	1,162.92	-16,837.08	93.54 %
01-01-01-3020	Sales Tax	2,000,000.00	2,000,000.00	139,051.64	452,782.62	-1,547,217.38	77.36 %
01-01-01-3025	Mix Beverage Tax	15,000.00	15,000.00	1,410.68	5,552.22	-9,447.78	62.99 %
01-01-01-3030	Franchise Tax	350,000.00	350,000.00	843.30	17,646.77	-332,353.23	94.96 %
	Program: 01 - Taxes Total:	4,338,000.00	4,338,000.00	784,387.54	1,293,099.73	-3,044,900.27	70.19%
Program: 02 - Permits & Licenses							
01-01-02-3130	Electrical Permit	15,000.00	15,000.00	0.00	2,134.60	-12,865.40	85.77 %
01-01-02-3135	Plumbing Permit	0.00	0.00	526.00	1,421.00	1,421.00	0.00 %
01-01-02-3140	Building Permit	60,000.00	60,000.00	24,581.00	38,772.50	-21,227.50	35.38 %
01-01-02-3145	Mechanical Permit	0.00	0.00	80.00	331.00	331.00	0.00 %
01-01-02-3150	Occupation License	30.00	30.00	0.00	0.00	-30.00	100.00 %
01-01-02-3160	Garage Sale Permits	500.00	500.00	40.00	140.00	-360.00	72.00 %
	Program: 02 - Permits & Licenses Total:	75,530.00	75,530.00	25,227.00	42,799.10	-32,730.90	43.33%
Program: 03 - Fines & Forfeitures							
01-01-03-3210	Fines	50,000.00	50,000.00	2,740.51	9,304.40	-40,695.60	81.39 %
01-01-03-3215	Police Forfeiture	0.00	0.00	0.00	56,253.10	56,253.10	0.00 %
	Program: 03 - Fines & Forfeitures Total:	50,000.00	50,000.00	2,740.51	65,557.50	15,557.50	31.12%
Program: 04 - Fees & Services							
01-01-04-3311	Court Time Payment	50.00	50.00	6.88	11.48	-38.52	77.04 %
01-01-04-3312	Court Building Security Fee	2,500.00	2,500.00	56.51	361.15	-2,138.85	85.55 %
01-01-04-3314	Court Technology Fee	500.00	500.00	16.06	51.47	-448.53	89.71 %
01-01-04-3315	Child Safety (County)	8,000.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
01-01-04-3316	Child Seat Belt & Safety Code	0.00	0.00	0.00	26.54	26.54	0.00 %
01-01-04-3317	Jury Fund	0.00	0.00	0.52	3.63	3.63	0.00 %
01-01-04-3318	Truancy Prevention	0.00	0.00	24.97	181.21	181.21	0.00 %
01-01-04-3319	Court Cost Revenue	2,300.00	2,300.00	0.00	0.00	-2,300.00	100.00 %
01-01-04-3320	Police Reports	200.00	200.00	0.00	665.69	465.69	332.85 %
01-01-04-3321	Police State Allocation	1,200.00	1,200.00	0.00	0.00	-1,200.00	100.00 %
01-01-04-3325	Dispatch TSTC	12,000.00	12,000.00	0.00	2,000.00	-10,000.00	83.33 %
01-01-04-3330	McLennan Co Fire Services	7,500.00	7,500.00	0.00	0.00	-7,500.00	100.00 %
01-01-04-3340	Sanitation Revenue	25,000.00	25,000.00	1,883.25	5,658.12	-19,341.88	77.37 %
01-01-04-3350	Brush Pick-up	80,000.00	80,000.00	0.00	0.00	-80,000.00	100.00 %
01-01-04-3360	Inspection Technology Fee	0.00	0.00	320.00	1,060.00	1,060.00	0.00 %
	Program: 04 - Fees & Services Total:	139,250.00	139,250.00	2,308.19	10,019.29	-129,230.71	92.80%
Program: 05 - Lease & Rents							
01-01-05-3410	Landfill Lease	81,352.44	81,352.44	7,046.50	21,139.50	-60,212.94	74.01 %
01-01-05-3420	Civic Center	8,000.00	8,000.00	400.00	2,450.00	-5,550.00	69.38 %
	Program: 05 - Lease & Rents Total:	89,352.44	89,352.44	7,446.50	23,589.50	-65,762.94	73.60%
Program: 07 - Investment Income							
01-01-07-3550	Interest Earnings	4,000.00	4,000.00	435.81	1,278.80	-2,721.20	68.03 %
01-01-07-3560	TexPool Interest Earnings	120.00	120.00	21.65	63.74	-56.26	46.88 %
	Program: 07 - Investment Income Total:	4,120.00	4,120.00	457.46	1,342.54	-2,777.46	67.41%
Program: 08 - Other Income							
01-01-08-3650	Other Income	75,000.00	75,000.00	7,266.76	20,618.76	-54,381.24	72.51 %
01-01-08-3651	Credit Card Fees	0.00	0.00	61.41	157.77	157.77	0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
01-01-08-3655 Management Fee	100,000.00	100,000.00	0.00	0.00	-100,000.00	100.00 %
Program: 08 - Other Income Total:	175,000.00	175,000.00	7,328.17	20,776.53	-154,223.47	88.13%
Department: 01 - ADMINISTRATIVE & TAX Total:	4,871,252.44	4,871,252.44	829,895.37	1,457,184.19	-3,414,068.25	70.09%
Revenue Total:	4,871,252.44	4,871,252.44	829,895.37	1,457,184.19	-3,414,068.25	70.09%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense							
Department: 01 - ADMINISTRATIVE & TAX							
Program: 00 - Program							
01-01-00-4010	Salaries	208,200.00	208,200.00	17,853.40	47,962.20	160,237.80	76.96 %
01-01-00-4040	Social Security	15,925.00	15,925.00	1,595.51	4,042.95	11,882.05	74.61 %
01-01-00-4050	Unemployment Tax	300.00	300.00	0.00	0.00	300.00	100.00 %
01-01-00-4060	Group Hosp/Life Insurance	19,000.00	19,000.00	2,950.44	5,900.85	13,099.15	68.94 %
01-01-00-4070	Worker's Comp Ins.	700.00	700.00	0.00	700.00	0.00	0.00 %
01-01-00-4080	Retirement	31,420.00	31,420.00	2,832.13	6,795.65	24,624.35	78.37 %
01-01-00-4090	Certification Pay Admin	720.00	720.00	0.00	0.00	720.00	100.00 %
01-01-00-4110	Office Supplies	6,500.00	6,500.00	1,275.76	2,592.11	3,907.89	60.12 %
01-01-00-4120	Operating Supplies	0.00	0.00	570.13	968.14	-968.14	0.00 %
01-01-00-4170	Clothing	1,800.00	1,800.00	0.00	149.40	1,650.60	91.70 %
01-01-00-4205	Building Maintenance	2,500.00	2,500.00	772.70	772.70	1,727.30	69.09 %
01-01-00-4310	Professional Services	40,000.00	40,000.00	11,461.28	44,343.09	-4,343.09	-10.86 %
01-01-00-4315	McLennan Appraisal District	15,000.00	15,000.00	4,537.21	4,537.21	10,462.79	69.75 %
01-01-00-4320	Attorney Fees	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
01-01-00-4330	WMPO Fee	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-01-00-4340	Audit	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
01-01-00-4360	Health District Contribution	23,409.80	23,409.80	5,852.45	5,852.45	17,557.35	75.00 %
01-01-00-4385	Hotcog Contribution	1,118.00	1,118.00	0.00	0.00	1,118.00	100.00 %
01-01-00-4390	Advertising	5,000.00	5,000.00	179.91	179.91	4,820.09	96.40 %
01-01-00-4391	Dues & Subscriptions	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
01-01-00-4392	Education	4,000.00	4,000.00	2,341.35	10,199.52	-6,199.52	-154.99 %
01-01-00-4510	Bond Retirement	165,500.00	165,500.00	0.00	0.00	165,500.00	100.00 %
01-01-00-4520	Interest Expense Bond	76,183.30	76,183.30	0.00	0.00	76,183.30	100.00 %
01-01-00-6010	Contingencies	35,262.10	35,262.10	5,093.49	38,325.80	-3,063.70	-8.69 %
Program: 00 - Program Total:		687,038.20	687,038.20	57,315.76	173,321.98	513,716.22	74.77%
Department: 01 - ADMINISTRATIVE & TAX Total:		687,038.20	687,038.20	57,315.76	173,321.98	513,716.22	74.77%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 02 - FINANCE							
Program: 00 - Program							
01-02-00-4010	Salaries	179,650.00	179,650.00	14,059.18	39,998.42	139,651.58	77.74 %
01-02-00-4011	Overtime	0.00	0.00	0.00	6.37	-6.37	0.00 %
01-02-00-4040	Social Security	13,750.00	13,750.00	1,029.01	2,923.64	10,826.36	78.74 %
01-02-00-4050	Unemployment Tax	400.00	400.00	0.00	8.84	391.16	97.79 %
01-02-00-4060	Group Hosp/Life Insurance	19,000.00	19,000.00	0.00	240.64	18,759.36	98.73 %
01-02-00-4080	Retirement	27,110.00	27,110.00	1,887.83	5,377.08	21,732.92	80.17 %
01-02-00-4090	Certification Pay Finance	1,200.00	1,200.00	18.47	92.35	1,107.65	92.30 %
01-02-00-4110	Office Supplies	1,000.00	1,000.00	0.00	336.70	663.30	66.33 %
01-02-00-4170	Clothing	200.00	200.00	0.00	0.00	200.00	100.00 %
01-02-00-4391	Dues & Subscriptions	400.00	400.00	244.00	544.00	-144.00	-36.00 %
01-02-00-4392	Education	4,000.00	4,000.00	379.76	1,199.82	2,800.18	70.00 %
	Program: 00 - Program Total:	246,710.00	246,710.00	17,618.25	50,727.86	195,982.14	79.44%
	Department: 02 - FINANCE Total:	246,710.00	246,710.00	17,618.25	50,727.86	195,982.14	79.44%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 04 - POLICE							
Program: 00 - Program							
01-04-00-4010	Police Salaries	1,008,220.00	1,008,220.00	77,238.82	228,613.76	779,606.24	77.33 %
01-04-00-4011	Police Overtime	18,000.00	18,000.00	3,116.84	7,624.32	10,375.68	57.64 %
01-04-00-4012	Dispatch Salaries	396,000.00	396,000.00	25,902.67	70,938.62	325,061.38	82.09 %
01-04-00-4013	Dispatch Overtime	6,250.00	6,250.00	1,924.96	15,743.65	-9,493.65	-151.90 %
01-04-00-4014	Support Staff Salaries	159,400.00	159,400.00	14,326.72	37,609.03	121,790.97	76.41 %
01-04-00-4015	Support Staff Overtime	3,750.00	3,750.00	671.43	3,367.20	382.80	10.21 %
01-04-00-4040	Social Security	119,615.00	119,615.00	9,189.99	27,110.43	92,504.57	77.34 %
01-04-00-4050	Unemployment Tax	3,880.00	3,880.00	0.00	0.00	3,880.00	100.00 %
01-04-00-4060	Group Hosp/Life Insurance	171,700.00	171,700.00	24,312.83	48,051.15	123,648.85	72.01 %
01-04-00-4070	Worker'S Comp Ins.	32,000.00	32,000.00	0.00	31,041.18	958.82	3.00 %
01-04-00-4080	Retirement	235,937.00	235,937.00	16,617.97	49,099.19	186,837.81	79.19 %
01-04-00-4090	Certification Pay Police	4,500.00	4,500.00	313.94	941.82	3,558.18	79.07 %
01-04-00-4091	Certification Pay Dispatch	3,120.00	3,120.00	240.02	858.53	2,261.47	72.48 %
01-04-00-4092	PD Support Cert Pay	0.00	0.00	36.92	110.76	-110.76	0.00 %
01-04-00-4110	Office Supplies	12,500.00	12,500.00	0.00	17.88	12,482.12	99.86 %
01-04-00-4115	Postage	250.00	250.00	28.75	28.75	221.25	88.50 %
01-04-00-4120	Operating Supplies	25,000.00	25,000.00	990.76	13,041.02	11,958.98	47.84 %
01-04-00-4140	Fuel Expense	65,000.00	65,000.00	4,416.66	8,914.78	56,085.22	86.28 %
01-04-00-4170	Clothing	20,000.00	20,000.00	586.93	6,264.91	13,735.09	68.68 %
01-04-00-4230	Motor Vehicles Repairs	35,000.00	35,000.00	6,661.75	8,750.39	26,249.61	75.00 %
01-04-00-4305	Pre/Post Employment Medical	1,500.00	1,500.00	0.00	425.01	1,074.99	71.67 %
01-04-00-4310	Professional Services	75,000.00	75,000.00	4,544.48	26,199.08	48,800.92	65.07 %
01-04-00-4361	Animal Shelter Fees	45,814.00	45,814.00	9,320.00	16,291.00	29,523.00	64.44 %
01-04-00-4365	Janitorial	4,500.00	4,500.00	325.00	975.00	3,525.00	78.33 %
01-04-00-4370	Utilities	25,000.00	25,000.00	487.17	3,132.45	21,867.55	87.47 %
01-04-00-4379	Waco Radio Fee	6,660.00	6,660.00	555.00	1,110.00	5,550.00	83.33 %
01-04-00-4380	Telephones	25,000.00	25,000.00	2,185.84	4,608.20	20,391.80	81.57 %
01-04-00-4390	Advertising	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-04-00-4391	Dues & Subscriptions	1,500.00	1,500.00	11.58	34.74	1,465.26	97.68 %
01-04-00-4392	Education	20,000.00	20,000.00	3,814.84	8,199.11	11,800.89	59.00 %
01-04-00-4395	Insurance Bldg & Contents	1,400.00	1,400.00	0.00	1,400.00	0.00	0.00 %
01-04-00-4396	Insurance Liability	14,300.00	14,300.00	0.00	14,300.00	0.00	0.00 %
01-04-00-4397	Insurance Collision	4,600.00	4,600.00	0.00	4,600.00	0.00	0.00 %
01-04-00-4403	Forensic Testing	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-04-00-4420	Equipment	20,000.00	20,000.00	38,688.01	39,137.76	-19,137.76	-95.69 %
01-04-00-4425	Radio System	12,619.59	12,619.59	0.00	12,619.59	0.00	0.00 %
01-04-00-4455	Police Cameras	18,888.65	18,888.65	0.00	0.00	18,888.65	100.00 %
01-04-00-5001	2021 Police SUVs	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
01-04-00-5014	Reverse 911 Annual Fee	100.00	100.00	0.00	0.00	100.00	100.00 %
Program: 00 - Program Total:		2,636,004.24	2,636,004.24	246,509.88	691,159.31	1,944,844.93	73.78%
Department: 04 - POLICE Total:		2,636,004.24	2,636,004.24	246,509.88	691,159.31	1,944,844.93	73.78%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 05 - FIRE							
Program: 00 - Program							
01-05-00-4010	Salaries	70,300.00	70,300.00	3,685.40	12,775.28	57,524.72	81.83 %
01-05-00-4040	Social Security	5,375.00	5,375.00	284.05	979.44	4,395.56	81.78 %
01-05-00-4050	Unemployment Tax	145.00	145.00	0.00	8.77	136.23	93.95 %
01-05-00-4060	Group Hosp/Life Insurance	6,360.00	6,360.00	943.64	1,871.78	4,488.22	70.57 %
01-05-00-4070	Worker'S Comp Ins.	6,500.00	6,500.00	0.00	6,500.00	0.00	0.00 %
01-05-00-4080	Retirement	10,600.00	10,600.00	265.58	1,431.56	9,168.44	86.49 %
01-05-00-4090	Certification Pay Fire	1,700.00	1,700.00	27.69	27.69	1,672.31	98.37 %
01-05-00-4110	Office Supplies	1,500.00	1,500.00	381.89	1,371.06	128.94	8.60 %
01-05-00-4120	Operating Supplies	5,500.00	5,500.00	420.00	1,112.04	4,387.96	79.78 %
01-05-00-4140	Fuel Expense	10,000.00	10,000.00	1,068.97	1,442.89	8,557.11	85.57 %
01-05-00-4170	Clothing	16,000.00	16,000.00	0.00	1,050.36	14,949.64	93.44 %
01-05-00-4205	Building Maintenance	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
01-05-00-4230	Motor Vehicles Repairs	20,000.00	20,000.00	7.50	8,431.01	11,568.99	57.84 %
01-05-00-4310	Professional Services	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-05-00-4370	Utilities - Fire Dept	9,250.00	9,250.00	320.71	1,657.75	7,592.25	82.08 %
01-05-00-4380	Telephones	4,200.00	4,200.00	167.62	416.07	3,783.93	90.09 %
01-05-00-4391	Dues & Subscriptions	4,200.00	4,200.00	0.00	0.00	4,200.00	100.00 %
01-05-00-4392	Education	15,000.00	15,000.00	1,225.19	1,225.19	13,774.81	91.83 %
01-05-00-4393	Child Safety Programs (County)	3,000.00	3,000.00	637.98	637.98	2,362.02	78.73 %
01-05-00-4396	Insurance Liability	1,100.00	1,100.00	0.00	1,100.00	0.00	0.00 %
01-05-00-4397	Insurance Collision	1,791.00	1,791.00	0.00	1,791.00	0.00	0.00 %
01-05-00-4420	Equipment	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
	Program: 00 - Program Total:	208,021.00	208,021.00	9,436.22	43,829.87	164,191.13	78.93%
	Department: 05 - FIRE Total:	208,021.00	208,021.00	9,436.22	43,829.87	164,191.13	78.93%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 06 - PARKS AND RECREATION							
Program: 00 - Program							
01-06-00-4010	Salaries	84,400.00	84,400.00	7,563.42	20,452.90	63,947.10	75.77 %
01-06-00-4020	Temporary Salaries	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-06-00-4040	Social Security	6,450.00	6,450.00	572.36	1,545.88	4,904.12	76.03 %
01-06-00-4050	Unemployment Tax	300.00	300.00	0.00	0.00	300.00	100.00 %
01-06-00-4060	Group Hosp/Life Insurance	12,720.00	12,720.00	1,884.22	3,768.44	8,951.56	70.37 %
01-06-00-4070	Worker'S Comp Ins.	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00 %
01-06-00-4080	Retirement	12,730.00	12,730.00	1,014.24	2,742.73	9,987.27	78.45 %
01-06-00-4120	Operating Supplies	10,000.00	10,000.00	2,824.84	5,221.82	4,778.18	47.78 %
01-06-00-4140	Fuel Expense	10,000.00	10,000.00	543.34	790.14	9,209.86	92.10 %
01-06-00-4170	Clothing	2,000.00	2,000.00	659.14	1,099.13	900.87	45.04 %
01-06-00-4220	Implements Repairs	2,500.00	2,500.00	0.00	365.91	2,134.09	85.36 %
01-06-00-4230	Motor Vehicles Repairs	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-06-00-4370	Utilities	0.00	0.00	222.48	1,340.52	-1,340.52	0.00 %
01-06-00-4420	Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-06-00-4620	Civic Center Supplies	5,000.00	5,000.00	849.32	849.32	4,150.68	83.01 %
01-06-00-4670	Civic Center Utilities	9,250.00	9,250.00	17.69	498.31	8,751.69	94.61 %
01-06-00-4675	Civic Center Building Maintenance	5,000.00	5,000.00	2,320.00	8,370.00	-3,370.00	-67.40 %
	Program: 00 - Program Total:	173,350.00	173,350.00	18,471.05	50,545.10	122,804.90	70.84%
	Department: 06 - PARKS AND RECREATION Total:	173,350.00	173,350.00	18,471.05	50,545.10	122,804.90	70.84%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 07 - STREETS							
Program: 00 - Program							
01-07-00-4010	Salaries	304,100.00	304,100.00	24,361.04	68,795.13	235,304.87	77.38 %
01-07-00-4011	Overtime	0.00	0.00	848.37	1,596.65	-1,596.65	0.00 %
01-07-00-4020	Temporary Salaries	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
01-07-00-4040	Social Security	23,300.00	23,300.00	1,889.82	5,268.88	18,031.12	77.39 %
01-07-00-4050	Unemployment Tax	1,000.00	1,000.00	0.00	9.09	990.91	99.09 %
01-07-00-4060	Group Hosp/Life Insurance	44,520.00	44,520.00	2,824.06	6,644.93	37,875.07	85.07 %
01-07-00-4070	Worker'S Comp Ins.	11,000.00	11,000.00	0.00	11,000.00	0.00	0.00 %
01-07-00-4080	Retirement	46,000.00	46,000.00	3,380.59	9,439.53	36,560.47	79.48 %
01-07-00-4120	Operating Supplies	25,000.00	25,000.00	8,301.94	11,479.42	13,520.58	54.08 %
01-07-00-4140	Fuel Expense	17,500.00	17,500.00	1,598.44	2,065.68	15,434.32	88.20 %
01-07-00-4170	Clothing	6,000.00	6,000.00	4,864.78	8,261.18	-2,261.18	-37.69 %
01-07-00-4220	Implements Repairs	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
01-07-00-4230	Motor Vehicles Repairs	20,000.00	20,000.00	2,530.99	3,183.87	16,816.13	84.08 %
01-07-00-4310	Professional Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-07-00-4370	Utilities	38,000.00	38,000.00	0.00	6,907.86	31,092.14	81.82 %
01-07-00-4396	Insurance Liability	2,200.00	2,200.00	0.00	2,200.00	0.00	0.00 %
01-07-00-4397	Insurance Collision	1,791.00	1,791.00	0.00	1,791.00	0.00	0.00 %
01-07-00-4420	Equipment	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
01-07-00-4425	Radio System	6,500.00	6,500.00	0.00	6,500.00	0.00	0.00 %
01-07-00-4430	Leased Vehicles	0.00	0.00	16,034.35	16,034.35	-16,034.35	0.00 %
	Program: 00 - Program Total:	620,411.00	620,411.00	66,634.38	161,177.57	459,233.43	74.02%
	Department: 07 - STREETS Total:	620,411.00	620,411.00	66,634.38	161,177.57	459,233.43	74.02%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 08 - BUILDING OFFICIAL							
Program: 00 - Program							
01-08-00-4010	Salaries	106,125.00	106,125.00	9,651.60	24,928.73	81,196.27	76.51 %
01-08-00-4040	Social Security	8,120.00	8,120.00	739.95	1,906.02	6,213.98	76.53 %
01-08-00-4050	Unemployment Tax	145.00	145.00	0.00	0.92	144.08	99.37 %
01-08-00-4060	Group Hosp/Life Insurance	12,720.00	12,720.00	0.00	0.00	12,720.00	100.00 %
01-08-00-4080	Retirement	15,025.00	15,025.00	1,304.19	3,445.09	11,579.91	77.07 %
01-08-00-4090	Certification Pay Building	960.00	960.00	73.86	221.58	738.42	76.92 %
01-08-00-4110	Office Supplies	500.00	500.00	0.00	335.57	164.43	32.89 %
01-08-00-4219	Inspection Technology	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-08-00-4310	Professional Services	500.00	500.00	0.00	0.00	500.00	100.00 %
01-08-00-4392	Education	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
01-08-00-4414	Office Equipment & Software	0.00	0.00	1,694.90	1,694.90	-1,694.90	0.00 %
	Program: 00 - Program Total:	147,095.00	147,095.00	13,464.50	32,532.81	114,562.19	77.88%
	Department: 08 - BUILDING OFFICIAL Total:	147,095.00	147,095.00	13,464.50	32,532.81	114,562.19	77.88%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 09 - COURT							
Program: 00 - Program							
01-09-00-4010	Salaries	76,544.00	76,544.00	7,410.00	19,267.00	57,277.00	74.83 %
01-09-00-4040	Social Security	5,860.00	5,860.00	681.46	1,814.19	4,045.81	69.04 %
01-09-00-4050	Unemployment Tax	435.00	435.00	0.00	3.22	431.78	99.26 %
01-09-00-4060	Group Hosp/Life Insurance	12,240.00	12,240.00	2,156.20	5,406.22	6,833.78	55.83 %
01-09-00-4070	Worker'S Comp Ins.	450.00	450.00	0.00	450.00	0.00	0.00 %
01-09-00-4080	Retirement	11,550.00	11,550.00	1,086.74	2,632.70	8,917.30	77.21 %
01-09-00-4090	Certification Pay Court	2,160.00	2,160.00	92.32	230.80	1,929.20	89.31 %
01-09-00-4100	Judge	13,884.00	13,884.00	1,157.00	3,471.00	10,413.00	75.00 %
01-09-00-4110	Office Supplies	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
01-09-00-4119	Court Build Security Disb.	2,500.00	2,500.00	0.00	10,863.00	-8,363.00	-334.52 %
01-09-00-4219	Court Technology	5,000.00	5,000.00	12,589.95	12,611.75	-7,611.75	-152.24 %
01-09-00-4310	Professional Services	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-09-00-4320	Attorney Fees	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
01-09-00-4392	Education	3,000.00	3,000.00	498.79	882.59	2,117.41	70.58 %
	Program: 00 - Program Total:	152,623.00	152,623.00	25,672.46	57,632.47	94,990.53	62.24%
	Department: 09 - COURT Total:	152,623.00	152,623.00	25,672.46	57,632.47	94,990.53	62.24%
	Expense Total:	4,871,252.44	4,871,252.44	455,122.50	1,260,926.97	3,610,325.47	74.11%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	0.00	0.00	374,772.87	196,257.22	196,257.22	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 02 - WATER FUND							
Revenue							
Department: 11 - WATER & SEWER DEPARTMENT							
Program: 00 - Program							
02-11-00-3100	Water Revenue	2,181,744.00	2,181,744.00	180,886.04	493,825.34	-1,687,918.66	77.37 %
02-11-00-3110	Sewer Revenue	1,208,034.00	1,208,034.00	101,700.39	314,932.65	-893,101.35	73.93 %
02-11-00-3115	Late Fees	70,000.00	70,000.00	5,807.31	19,885.19	-50,114.81	71.59 %
02-11-00-3120	Water Taps	15,000.00	15,000.00	2,000.00	2,000.00	-13,000.00	86.67 %
02-11-00-3125	Sewer Taps	12,000.00	12,000.00	2,000.00	2,000.00	-10,000.00	83.33 %
02-11-00-3180	Service Charge	0.00	0.00	3,831.77	8,948.90	8,948.90	0.00 %
02-11-00-3185	NSF Charge	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
02-11-00-3550	Interest Earnings	2,500.00	2,500.00	1,570.46	4,804.47	2,304.47	192.18 %
02-11-00-3560	TexPool Interest Earnings	2,000.00	2,000.00	5,692.98	16,812.13	14,812.13	840.61 %
02-11-00-3650	Other Income	45,000.00	45,000.00	0.00	29,075.44	-15,924.56	35.39 %
Program: 00 - Program Total:		3,537,278.00	3,537,278.00	303,488.95	892,284.12	-2,644,993.88	74.77%
Department: 11 - WATER & SEWER DEPARTMENT Total:		3,537,278.00	3,537,278.00	303,488.95	892,284.12	-2,644,993.88	74.77%
Revenue Total:		3,537,278.00	3,537,278.00	303,488.95	892,284.12	-2,644,993.88	74.77%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense							
Department: 11 - WATER & SEWER DEPARTMENT							
Program: 00 - Program							
02-11-00-4010	Salaries	410,600.00	410,600.00	27,656.38	81,025.49	329,574.51	80.27 %
02-11-00-4011	Overtime	15,000.00	15,000.00	1,621.75	5,729.26	9,270.74	61.80 %
02-11-00-4040	Social Security	30,300.00	30,300.00	2,250.21	6,674.64	23,625.36	77.97 %
02-11-00-4050	Unemployment Tax	1,300.00	1,300.00	0.00	6.10	1,293.90	99.53 %
02-11-00-4060	Group Hosp/Life Insurance	57,240.00	57,240.00	15,945.57	20,669.72	36,570.28	63.89 %
02-11-00-4070	Worker's Comp Ins.	15,000.00	15,000.00	0.00	14,041.18	958.82	6.39 %
02-11-00-4080	Retirement	59,800.00	59,800.00	3,965.83	11,746.49	48,053.51	80.36 %
02-11-00-4090	Certification Pay Water	1,700.00	1,700.00	295.47	840.25	859.75	50.57 %
02-11-00-4110	Office Supplies	8,000.00	8,000.00	0.00	306.07	7,693.93	96.17 %
02-11-00-4120	Operating Supplies	160,000.00	160,000.00	18,576.82	44,489.64	115,510.36	72.19 %
02-11-00-4125	Water Billing/Postage	25,000.00	25,000.00	2,193.71	6,359.62	18,640.38	74.56 %
02-11-00-4140	Fuel Expense	17,000.00	17,000.00	1,598.44	4,131.49	12,868.51	75.70 %
02-11-00-4170	Clothing	7,500.00	7,500.00	4,059.72	7,922.16	-422.16	-5.63 %
02-11-00-4220	Implements Repairs	14,000.00	14,000.00	3,417.01	3,417.01	10,582.99	75.59 %
02-11-00-4230	Motor Vehicles Repairs	20,000.00	20,000.00	1,150.86	1,553.96	18,446.04	92.23 %
02-11-00-4240	Water Distribution System	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
02-11-00-4250	Lift Stations Repair	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
02-11-00-4310	Professional Services	20,000.00	20,000.00	5,776.75	16,000.76	3,999.24	20.00 %
02-11-00-4320	Attorney Fees	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
02-11-00-4340	Audit	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
02-11-00-4350	Incode Water	75,000.00	75,000.00	0.00	72,139.49	2,860.51	3.81 %
02-11-00-4365	Janitorial	4,500.00	4,500.00	325.00	975.00	3,525.00	78.33 %
02-11-00-4370	Utilities	60,000.00	60,000.00	953.97	11,133.99	48,866.01	81.44 %
02-11-00-4380	Telephones	25,000.00	25,000.00	2,735.45	5,404.69	19,595.31	78.38 %
02-11-00-4391	Dues & Subscriptions	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-11-00-4392	Education	3,000.00	3,000.00	280.00	1,784.00	1,216.00	40.53 %
02-11-00-4395	Insurance Bldg & Contents	9,100.00	9,100.00	0.00	9,100.00	0.00	0.00 %
02-11-00-4396	Insurance Liability	2,088.00	2,088.00	0.00	2,088.00	0.00	0.00 %
02-11-00-4397	Insurance Collision	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00 %
02-11-00-4399	Purchase Of H2O	1,300,000.00	1,300,000.00	101,146.75	316,666.86	983,333.14	75.64 %
02-11-00-4401	Regional Sewer Fee	430,000.00	430,000.00	73,991.81	104,533.28	325,466.72	75.69 %
02-11-00-4414	Office Equipment & Software	4,000.00	4,000.00	6,090.00	6,559.58	-2,559.58	-63.99 %
02-11-00-4420	Equipment	20,000.00	20,000.00	0.00	184.96	19,815.04	99.08 %
02-11-00-4425	Radio System	6,500.00	6,500.00	0.00	6,500.00	0.00	0.00 %
02-11-00-4510	Bond Retirement	429,500.00	429,500.00	0.00	0.00	429,500.00	100.00 %
02-11-00-4520	Interest Expense Bond	142,301.60	142,301.60	0.00	0.00	142,301.60	100.00 %
02-11-00-4530	Agents Fees	800.00	800.00	0.00	500.00	300.00	37.50 %
02-11-00-5000	Water Management Fee	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
02-11-00-6010	Contingencies	28,348.40	28,348.40	0.00	130.00	28,218.40	99.54 %
Program: 00 - Program Total:		3,537,278.00	3,537,278.00	274,031.50	763,813.69	2,773,464.31	78.41%
Department: 11 - WATER & SEWER DEPARTMENT Total:		3,537,278.00	3,537,278.00	274,031.50	763,813.69	2,773,464.31	78.41%
Expense Total:		3,537,278.00	3,537,278.00	274,031.50	763,813.69	2,773,464.31	78.41%
Fund: 02 - WATER FUND Surplus (Deficit):		0.00	0.00	29,457.45	128,470.43	128,470.43	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 04 - SPECIAL REVENUE							
Revenue							
Department: 13 - HOTEL OCCUPANCY TAX							
Program: 00 - Program							
04-13-00-3543	Hotel & Motel Tax	400,000.00	400,000.00	4,928.11	104,727.38	-295,272.62	73.82 %
04-13-00-3550	Interest Earnings	300.00	300.00	432.46	1,283.18	983.18	427.73 %
	Program: 00 - Program Total:	400,300.00	400,300.00	5,360.57	106,010.56	-294,289.44	73.52%
	Department: 13 - HOTEL OCCUPANCY TAX Total:	400,300.00	400,300.00	5,360.57	106,010.56	-294,289.44	73.52%
	Revenue Total:	400,300.00	400,300.00	5,360.57	106,010.56	-294,289.44	73.52%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
Department: 13 - HOTEL OCCUPANCY TAX							
Program: 00 - Program							
04-13-00-4390	Advertising/Waco Chamber	40,000.00	40,000.00	0.00	2,500.00	37,500.00	93.75 %
04-13-00-4430	Billboard Advertising	65,000.00	65,000.00	8,450.00	16,950.00	48,050.00	73.92 %
04-13-00-4490	Baylor	77,175.00	77,175.00	22,935.00	38,463.67	38,711.33	50.16 %
04-13-00-4495	TX Sports HOF	95,000.00	95,000.00	2,500.00	2,500.00	92,500.00	97.37 %
04-13-00-5011	MCC	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
04-13-00-6010	Contingencies	110,625.00	110,625.00	0.00	0.00	110,625.00	100.00 %
	Program: 00 - Program Total:	400,300.00	400,300.00	33,885.00	60,413.67	339,886.33	84.91%
	Department: 13 - HOTEL OCCUPANCY TAX Total:	400,300.00	400,300.00	33,885.00	60,413.67	339,886.33	84.91%
	Expense Total:	400,300.00	400,300.00	33,885.00	60,413.67	339,886.33	84.91%
	Fund: 04 - SPECIAL REVENUE Surplus (Deficit):	0.00	0.00	-28,524.43	45,596.89	45,596.89	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 05 - INFASTRUCTURE FUND						
Revenue						
Department: 16 - INFASTRUCTURE						
Program: 00 - Program						
05-16-00-3544 Infastructure Fee	300,000.00	300,000.00	26,410.00	52,737.50	-247,262.50	82.42 %
Program: 00 - Program Total:	300,000.00	300,000.00	26,410.00	52,737.50	-247,262.50	82.42%
Department: 16 - INFASTRUCTURE Total:	300,000.00	300,000.00	26,410.00	52,737.50	-247,262.50	82.42%
Revenue Total:	300,000.00	300,000.00	26,410.00	52,737.50	-247,262.50	82.42%

Budget Report

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
Department: 16 - INFASTRUCTURE							
Program: 00 - Program							
05-16-00-5010	Street Infastructure	100,000.00	100,000.00	2,820.00	6,462.00	93,538.00	93.54 %
05-16-00-5020	Water Infastructure	100,000.00	100,000.00	1,447.22	1,447.22	98,552.78	98.55 %
05-16-00-5030	Sewer Infastructure	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
	Program: 00 - Program Total:	300,000.00	300,000.00	4,267.22	7,909.22	292,090.78	97.36%
	Department: 16 - INFASTRUCTURE Total:	300,000.00	300,000.00	4,267.22	7,909.22	292,090.78	97.36%
	Expense Total:	300,000.00	300,000.00	4,267.22	7,909.22	292,090.78	97.36%
	Fund: 05 - INFASTRUCTURE FUND Surplus (Deficit):	0.00	0.00	22,142.78	44,828.28	44,828.28	0.00%
	Report Surplus (Deficit):	0.00	0.00	397,848.67	415,152.82	415,152.82	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	0.00	0.00	374,772.87	196,257.22	196,257.22
02 - WATER FUND	0.00	0.00	29,457.45	128,470.43	128,470.43
04 - SPECIAL REVENUE	0.00	0.00	-28,524.43	45,596.89	45,596.89
05 - INFRASTRUCTURE FUND	0.00	0.00	22,142.78	44,828.28	44,828.28
Report Surplus (Deficit):	0.00	0.00	397,848.67	415,152.82	415,152.82



Bank Transaction Report

Transaction Detail

Issued Date Range: 12/01/2023 - 12/31/2023

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account [REDACTED] - American Bank of Waco							
12/01/2023		67118	Reverse Refund Check Snowflake Donut	Utility Billing	Outstanding	Check Reversal	73.24
12/01/2023		67241	A T & T MOBILITY	Accounts Payable	Outstanding	Check	-1,729.70
12/01/2023		67242	AFLAC	Accounts Payable	Outstanding	Check	-2,625.36
12/01/2023		67243	AMAZON CAPITAL SERVICES	Accounts Payable	Outstanding	Check	-535.35
12/01/2023		67244	AT&T	Accounts Payable	Outstanding	Check	-1,639.66
12/01/2023		67245	ATWOODS	Accounts Payable	Outstanding	Check	-151.03
12/01/2023		67246	BAYLOR SCOTT & WHITE CARE PLAN	Accounts Payable	Outstanding	Check	-27,821.27
12/01/2023		67247	CHARTER COMMUNICATIONS	Accounts Payable	Outstanding	Check	-468.11
12/01/2023		67248	CITY OF WACO FISCAL SERVICES	Accounts Payable	Outstanding	Check	-555.00
12/01/2023		67249	CITY OF WACO-FINANCE DEPT	Accounts Payable	Outstanding	Check	-37,856.42
12/01/2023		67250	CORE & MAIN, INC.	Accounts Payable	Outstanding	Check	-6,600.00
12/01/2023		67251	DEAD RIVER RANCH MATERIALS	Accounts Payable	Outstanding	Check	-147.92
12/01/2023		67252	EXTRACO TECHNOLOGY	Accounts Payable	Outstanding	Check	-5,843.65
12/01/2023		67253	FED EX	Accounts Payable	Outstanding	Check	-35.54
12/01/2023		67254	GENOVEVA LONGORIA	Accounts Payable	Outstanding	Check	-150.00
12/01/2023		67255	GEORGE ANDRIE & ASSOCIATES, INC.	Accounts Payable	Outstanding	Check	-4,093.44
12/01/2023		67256	JENNIFER BOLTON	Accounts Payable	Outstanding	Check	-150.00
12/01/2023		67257	LACY LAKEVIEW FIRE ASSOC.	Accounts Payable	Outstanding	Check	-2,297.00
12/01/2023		67258	MCCREARY VESELKA BRAGG AND ALLEN, P.C.	Accounts Payable	Outstanding	Check	-1,189.20
12/01/2023		67259	MCLENNAN CO APPRAISAL DIS	Accounts Payable	Outstanding	Check	-4,537.21
12/01/2023		67260	MET LIFE	Accounts Payable	Outstanding	Check	-2,177.91
12/01/2023		67261	MUTUAL OF OMAHA	Accounts Payable	Outstanding	Check	-1,072.99
12/01/2023		67262	ORKIN PEST CONTROL	Accounts Payable	Outstanding	Check	-133.75
12/01/2023		67263	PETTY CASH	Accounts Payable	Outstanding	Check	-152.61
12/01/2023		67264	PITNEY BOWES BANK INC PURCHASE POWER	Accounts Payable	Outstanding	Check	-503.50
12/01/2023		67265	READY REFRESH	Accounts Payable	Outstanding	Check	-245.83
12/01/2023		67266	SUPERIOR VISION SERVICES, INC.	Accounts Payable	Outstanding	Check	-561.30
12/01/2023		67267	ULTRA-CLEAN SERVICES	Accounts Payable	Outstanding	Check	-2,320.00
12/01/2023		67268	WACO MCLENNAN COUNTY	Accounts Payable	Outstanding	Check	-5,852.45
12/01/2023		67269	WALKER PARTNERS	Accounts Payable	Outstanding	Check	-30,662.42
12/01/2023		67270	WALKER PARTNERS	Accounts Payable	Outstanding	Check	-10,963.75
12/01/2023		67271	WALKER PARTNERS	Accounts Payable	Outstanding	Check	-7,855.00
12/01/2023		67272	WALKER PARTNERS	Accounts Payable	Outstanding	Check	-2,833.75
12/01/2023		67273	WELLS FARGO VENDOR FINANCIAL SERVICES, INC.	Accounts Payable	Outstanding	Check	-194.27
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	188.70
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	5,523.85

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	460.43
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	1,085.37
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	1,896.31
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	3,230.18
12/01/2023		DEP0026908	CLPKT03454 BG:ALL	Cashiering	Outstanding	Deposit	10,883.19
12/01/2023		DEP0026956	COURT FINES	General Ledger	Outstanding	Deposit	96.00
12/01/2023		DEP0026963	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	2,479.00
12/01/2023		EFT0000087	Payroll EFT	Payroll	Outstanding	EFT	-13,269.62
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	5,452.97
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	2,678.52
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	1,742.78
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	789.31
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	914.15
12/04/2023		DEP0026911	CLPKT03455 BG:ALL	Cashiering	Outstanding	Deposit	126.45
12/04/2023		DEP0026964	COURT FINES	General Ledger	Outstanding	Deposit	50.00
12/04/2023		DEP0026967	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	468.25
12/05/2023		DEP0026931	CLPKT03456 BG:ALL	Cashiering	Outstanding	Deposit	2,013.81
12/05/2023		DEP0026931	CLPKT03456 BG:ALL	Cashiering	Outstanding	Deposit	549.40
12/05/2023		DEP0026931	CLPKT03456 BG:ALL	Cashiering	Outstanding	Deposit	741.83
12/05/2023		DEP0026931	CLPKT03456 BG:ALL	Cashiering	Outstanding	Deposit	35.70
12/05/2023		DEP0026931	CLPKT03456 BG:ALL	Cashiering	Outstanding	Deposit	309.06
12/05/2023		DEP0026968	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	6,215.16
12/06/2023		138	VISTA COM, INC.	Accounts Payable	Outstanding	EFT	-4,145.00
12/06/2023		DEP0026934	CLPKT03457 BG:ALL	Cashiering	Outstanding	Deposit	1,399.89
12/06/2023		DEP0026934	CLPKT03457 BG:ALL	Cashiering	Outstanding	Deposit	166.10
12/06/2023		DEP0026934	CLPKT03457 BG:ALL	Cashiering	Outstanding	Deposit	694.15
12/06/2023		DEP0026934	CLPKT03457 BG:ALL	Cashiering	Outstanding	Deposit	129.55
12/06/2023		DEP0026965	COURT FINES	General Ledger	Outstanding	Deposit	755.78
12/06/2023		DEP0026969	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	6,857.50
12/07/2023		DEP0026937	CLPKT03458 BG:ALL	Cashiering	Outstanding	Deposit	560.90
12/07/2023		DEP0026937	CLPKT03458 BG:ALL	Cashiering	Outstanding	Deposit	443.10
12/07/2023		DEP0026937	CLPKT03458 BG:ALL	Cashiering	Outstanding	Deposit	1,572.08
12/07/2023		DEP0026937	CLPKT03458 BG:ALL	Cashiering	Outstanding	Deposit	2,923.64
12/07/2023		DEP0026937	CLPKT03458 BG:ALL	Cashiering	Outstanding	Deposit	856.07
12/07/2023		DEP0026966	COURT FINES	General Ledger	Outstanding	Deposit	299.88
12/07/2023		DEP0026970	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	13,639.80
12/08/2023		67274	APPLIED CONCEPTS, INC.	Accounts Payable	Outstanding	Check	-2,547.50
12/08/2023		67275	ARAMARK UNIFORM SERVICES, INC	Accounts Payable	Outstanding	Check	-2,642.34
12/08/2023		67276	ASHLIE NICOLE BATES	Accounts Payable	Outstanding	Check	-459.99
12/08/2023		67277	ATMOS GAS	Accounts Payable	Outstanding	Check	-358.70
12/08/2023		67278	BLADES GROUP LLC	Accounts Payable	Outstanding	Check	-2,820.00
12/08/2023		67279	CENTEX WASTE MANAGEMENT	Accounts Payable	Outstanding	Check	-33,321.66
12/08/2023		67280	CITY OF WACO FISCAL SERVICES	Accounts Payable	Outstanding	Check	-4,660.00

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/08/2023		67281	FIRE PROTECTION PUBLICATIONS	Accounts Payable	Outstanding	Check	-1,225.19
12/08/2023		67282	FOREMOST PROMOTIONS	Accounts Payable	Outstanding	Check	-637.98
12/08/2023		67283	GOTO COMMUNICATIONS, INC.	Accounts Payable	Outstanding	Check	-884.77
12/08/2023		67284	GRANDE COMMUNICATIONS	Accounts Payable	Outstanding	Check	-273.94
12/08/2023		67285	KIND'S AUTOMOTIVE	Accounts Payable	Outstanding	Check	-421.50
12/08/2023		67286	LACY LAKEVIEW FIRE ASSOC.	Accounts Payable	Outstanding	Check	-657.00
12/08/2023		67287	LAMAR TEXAS LIMITED PARTNERSHIP	Accounts Payable	Outstanding	Check	-1,600.00
12/08/2023		67288	LAUREN DOWNEY	Accounts Payable	Outstanding	Check	-200.00
12/08/2023		67289	LONE STAR MAINTENANCE & SERVICE, INC.	Accounts Payable	Outstanding	Check	-166.00
12/08/2023		67290	OFFICE DEPOT	Accounts Payable	Outstanding	Check	-69.98
12/08/2023		67291	OLIVIA PEREZ	Accounts Payable	Outstanding	Check	-200.00
12/08/2023		67292	SAM'S CLUB	Accounts Payable	Outstanding	Check	-1,173.13
12/08/2023		67293	STATE COMPTRROLLER	Accounts Payable	Outstanding	Check	-3,060.72
12/08/2023		67294	STREET COP TRAINING	Accounts Payable	Outstanding	Check	-299.00
12/08/2023		67295	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY	Accounts Payable	Outstanding	Check	-5,524.75
12/08/2023		67296	THE GOODYEAR TIRE & RUBBER COMPANY	Accounts Payable	Outstanding	Check	-1,143.28
12/08/2023		67297	THE HOME DEPOT BRA	Accounts Payable	Outstanding	Check	-753.40
12/08/2023		67298	TRANS UNION RISK AND ALTERNATIVE DATA SOLUTIONS,	Accounts Payable	Outstanding	Check	-184.00
12/08/2023		67299	VALERO MARKETING & SUPPLY	Accounts Payable	Outstanding	Check	-9,225.85
12/08/2023		67300	VETTE CITY EVENTS	Accounts Payable	Outstanding	Check	-1,200.00
12/08/2023		67301	WACO TRIBUNE HERALD	Accounts Payable	Outstanding	Check	-179.91
12/08/2023		67302	WAGE WORKS, INC.	Accounts Payable	Outstanding	Check	-25.00
12/08/2023		67303	WILLIAM FLOYD TEAT	Accounts Payable	Outstanding	Check	-650.00
12/08/2023		67304	XYBIX SYSTEMS, INC.	Accounts Payable	Outstanding	Check	-35,651.66
12/08/2023		67305	YESENIA GONZALEZ	Accounts Payable	Outstanding	Check	-150.00
12/08/2023		67317	Snowflake Donut- Phan Sreyppov	Utility Billing	Outstanding	Check	-73.24
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	3,146.79
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	376.57
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	1,620.43
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	772.45
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	8,098.13
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	106.20
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	105.92
12/08/2023		DEP0026946	CLPKT03459 BG:ALL	Cashiering	Outstanding	Deposit	835.39
12/08/2023		DEP0026972	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	3,414.26
12/11/2023		67318	C&B AUTOBODY	Accounts Payable	Outstanding	Check	-4,427.29
12/11/2023		DEP0026949	CLPKT03460 BG:ALL	Cashiering	Outstanding	Deposit	487.00
12/11/2023		DEP0026949	CLPKT03460 BG:ALL	Cashiering	Outstanding	Deposit	9,168.47
12/11/2023		DEP0026949	CLPKT03460 BG:ALL	Cashiering	Outstanding	Deposit	326.40
12/11/2023		DEP0026949	CLPKT03460 BG:ALL	Cashiering	Outstanding	Deposit	2,575.43
12/11/2023		DEP0026949	CLPKT03460 BG:ALL	Cashiering	Outstanding	Deposit	1,643.24
12/11/2023		DEP0026973	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	9,920.89
12/12/2023		139	COMMUNITY LOAN CENTER OF HEART OF TEXAS	Accounts Payable	Outstanding	EFT	-386.37

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	1,098.28
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	110.86
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	236.76
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	100.16
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	3,638.26
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	188.70
12/12/2023		DEP0026952	CLPKT03461 BG:ALL	Cashiering	Outstanding	Deposit	2,913.70
12/12/2023		DEP0026971	COURT FINES	General Ledger	Outstanding	Deposit	934.93
12/12/2023		DEP0026974	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	10,177.56
12/12/2023		EFT0000088	Payroll EFT	Payroll	Outstanding	EFT	-79,846.39
12/12/2023		EFT0000089	Payroll EFT	Payroll	Outstanding	EFT	-1,156.44
12/13/2023		67348	HEYL & PATULSKI INVESTMENTS LLC	Utility Billing	Outstanding	Check	-135.73
12/13/2023		67349	DAMARIS ESCALANTE	Utility Billing	Outstanding	Check	-29.83
12/13/2023		67350	JAMES WOODLOCK BARBER SHOP	Utility Billing	Outstanding	Check	-30.77
12/13/2023		67351	HARLEY GARCIA	Utility Billing	Outstanding	Check	-10.73
12/13/2023		67352	SEEGER VENTURES LLC	Utility Billing	Outstanding	Check	-6.05
12/13/2023		67353	SEEGER VENTURES LLC	Utility Billing	Outstanding	Check	-6.05
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	130.00
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	1,230.45
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	105.67
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	8,397.97
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	888.18
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	50.00
12/13/2023		DEP0026959	CLPKT03462 BG:ALL	Cashiering	Outstanding	Deposit	1,607.83
12/13/2023		DEP0026975	COURT FINES	General Ledger	Outstanding	Deposit	259.18
12/13/2023		DEP0026976	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	10,154.18
12/14/2023		67319	AIRGAS-SOUTHWEST	Accounts Payable	Outstanding	Check	-420.29
12/14/2023		67320	BLADES GROUP LLC	Accounts Payable	Outstanding	Check	-5,640.00
12/14/2023		67321	CALVARY CHAPEL WACO	Accounts Payable	Outstanding	Check	-1,500.00
12/14/2023		67322	CARD SERVICE CENTER	Accounts Payable	Outstanding	Check	-13,632.73
12/14/2023		67323	Void Check	Accounts Payable	Voided	Check	0.00
12/14/2023		67324	CITY OF WACO	Accounts Payable	Outstanding	Check	-252.00
12/14/2023		67325	CITY OF WACO WATER OFFICE	Accounts Payable	Outstanding	Check	-101,146.75
12/14/2023		67326	DANA SAFETY SUPPLY, INC.	Accounts Payable	Outstanding	Check	-21,928.40
12/14/2023		67327	DATAPROSE INC.	Accounts Payable	Outstanding	Check	-2,193.71
12/14/2023		67328	DEALERS ELECTRICAL SUPPLY	Accounts Payable	Outstanding	Check	-772.70
12/14/2023		67329	ESSENTIAL EQUIPMENT	Accounts Payable	Outstanding	Check	-3,216.00
12/14/2023		67330	EXTRACO TECHNOLOGY	Accounts Payable	Outstanding	Check	-4,423.09
12/14/2023		67331	FIRMIN BUSINESS FORMS INC	Accounts Payable	Outstanding	Check	-163.40
12/14/2023		67332	KIND'S AUTOMOTIVE	Accounts Payable	Outstanding	Check	-1,852.78
12/14/2023		67333	LAMAR TEXAS LIMITED PARTNERSHIP	Accounts Payable	Outstanding	Check	-1,650.00
12/14/2023		67334	OFFICE DEPOT	Accounts Payable	Outstanding	Check	-409.34
12/14/2023		67335	PITNEY BOWES BANK INC PURCHASE POWER	Accounts Payable	Outstanding	Check	-58.60

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/14/2023		67336	RICOH USA INC	Accounts Payable	Outstanding	Check	-11.58
12/14/2023		67337	SMITH SUPPLY CO.	Accounts Payable	Outstanding	Check	-1,108.85
12/14/2023		67338	SYKORA FAMILY FORD, INC.	Accounts Payable	Outstanding	Check	-21.82
12/14/2023		67339	TAYLOR'S TINS	Accounts Payable	Outstanding	Check	-420.00
12/14/2023		67340	TEXAS FIRST RENTALS, INC.	Accounts Payable	Outstanding	Check	-3,310.05
12/14/2023		67341	TEXAS MUNICIPAL LEAGUE	Accounts Payable	Outstanding	Check	-1,916.00
12/14/2023		67342	TEXAS SPORTS HALL OF FAME	Accounts Payable	Outstanding	Check	-2,500.00
12/14/2023		67343	THE GOODYEAR TIRE & RUBBER COMPANY	Accounts Payable	Outstanding	Check	-193.32
12/14/2023		DEP0026962	CLPKT03463 BG:ALL	Cashiering	Outstanding	Deposit	119.11
12/14/2023		DEP0026962	CLPKT03463 BG:ALL	Cashiering	Outstanding	Deposit	7,819.11
12/14/2023		DEP0026962	CLPKT03463 BG:ALL	Cashiering	Outstanding	Deposit	925.68
12/14/2023		DEP0026962	CLPKT03463 BG:ALL	Cashiering	Outstanding	Deposit	6,093.43
12/14/2023		DEP0026962	CLPKT03463 BG:ALL	Cashiering	Outstanding	Deposit	2,979.58
12/14/2023		DEP0026977	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	17,923.91
12/14/2023		DEP0026987	Utility Reverse Payment Packet UBPKT08643	Utility Billing	Outstanding	Deposit	-200.00
12/14/2023		DEP0026990	Deposit Input Packet UBPKT08645	Utility Billing	Outstanding	Deposit	200.00
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	5.00
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	4,661.72
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	3,475.60
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	1,956.53
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	489.43
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	4,674.48
12/15/2023		DEP0026980	CLPKT03464 BG:ALL	Cashiering	Outstanding	Deposit	3,508.39
12/15/2023		DEP0027000	COURT FINES	General Ledger	Outstanding	Deposit	51.00
12/15/2023		DEP0027001	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	20,155.27
12/18/2023		DEP0026984	CLPKT03465 BG:ALL	Cashiering	Outstanding	Deposit	13,264.04
12/18/2023		DEP0026984	CLPKT03465 BG:ALL	Cashiering	Outstanding	Deposit	2,911.58
12/18/2023		DEP0026984	CLPKT03465 BG:ALL	Cashiering	Outstanding	Deposit	2,737.00
12/18/2023		DEP0026984	CLPKT03465 BG:ALL	Cashiering	Outstanding	Deposit	1,819.93
12/18/2023		DEP0026999	Utility Payment Packet UBPKT08648	Utility Billing	Outstanding	Deposit	1,198.97
12/18/2023		DEP0027002	COURT FINES	General Ledger	Outstanding	Deposit	184.66
12/18/2023		DEP0027004	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	1,859.74
12/19/2023		DEP0026993	CLPKT03466 BG:ALL	Cashiering	Outstanding	Deposit	90.27
12/19/2023		DEP0026993	CLPKT03466 BG:ALL	Cashiering	Outstanding	Deposit	31,050.73
12/19/2023		DEP0026993	CLPKT03466 BG:ALL	Cashiering	Outstanding	Deposit	2,164.43
12/19/2023		DEP0026993	CLPKT03466 BG:ALL	Cashiering	Outstanding	Deposit	3,349.64
12/19/2023		DEP0026993	CLPKT03466 BG:ALL	Cashiering	Outstanding	Deposit	4,806.53
12/19/2023		DEP0027003	COURT FINES	General Ledger	Outstanding	Deposit	363.83
12/19/2023		DEP0027005	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	34,159.71
12/20/2023		67344	AMERICAN BANK OF WACO	Accounts Payable	Outstanding	Check	-29,638.65
12/20/2023		67345	Void Check	Accounts Payable	Voided	Check	0.00
12/20/2023		67346	TX CHILD SUPPORT SDU	Accounts Payable	Outstanding	Check	-963.42
12/20/2023		67347	TX MUNICIPAL RETIREMENT	Accounts Payable	Outstanding	Check	-25,913.82

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/20/2023		DEP0026996	CLPKT03467 BG:ALL	Cashiering	Outstanding	Deposit	1,883.51
12/20/2023		DEP0026996	CLPKT03467 BG:ALL	Cashiering	Outstanding	Deposit	1,346.50
12/20/2023		DEP0026996	CLPKT03467 BG:ALL	Cashiering	Outstanding	Deposit	3,550.48
12/20/2023		DEP0026996	CLPKT03467 BG:ALL	Cashiering	Outstanding	Deposit	8,964.18
12/20/2023		DEP0027006	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	2,856.97
12/20/2023		DEP0027016	COURT FINES	General Ledger	Outstanding	Deposit	376.58
12/21/2023		DEP0027009	CLPKT03468 BG:ALL	Cashiering	Outstanding	Deposit	9,381.89
12/21/2023		DEP0027009	CLPKT03468 BG:ALL	Cashiering	Outstanding	Deposit	216.51
12/21/2023		DEP0027009	CLPKT03468 BG:ALL	Cashiering	Outstanding	Deposit	11,271.03
12/21/2023		DEP0027009	CLPKT03468 BG:ALL	Cashiering	Outstanding	Deposit	2,187.83
12/21/2023		DEP0027009	CLPKT03468 BG:ALL	Cashiering	Outstanding	Deposit	1,771.32
12/21/2023		DEP0027017	COURT FINES	General Ledger	Outstanding	Deposit	50.00
12/21/2023		DEP0027018	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	4,711.75
12/22/2023		140	BARSH COMPANY, INC.	Accounts Payable	Outstanding	EFT	-157,434.48
12/22/2023		67354	AFLAC	Accounts Payable	Outstanding	Check	-1,750.24
12/22/2023		67355	ANNIE TURNER	Accounts Payable	Outstanding	Check	-150.00
12/22/2023		67356	ASHLIE NICOLE BATES	Accounts Payable	Outstanding	Check	-251.66
12/22/2023		67357	AT&T	Accounts Payable	Outstanding	Check	-834.78
12/22/2023		67358	ATMOS GAS	Accounts Payable	Outstanding	Check	-731.24
12/22/2023		67359	ATWOODS	Accounts Payable	Outstanding	Check	-19.95
12/22/2023		67360	AWARD SPECIALTIES, INC.	Accounts Payable	Outstanding	Check	-252.55
12/22/2023		67361	BAYLOR SCOTT & WHITE CARE PLAN	Accounts Payable	Outstanding	Check	-26,949.39
12/22/2023		67362	BLADES GROUP LLC	Accounts Payable	Outstanding	Check	-2,820.00
12/22/2023		67363	CENTRAL CRUSHED CONCRETE	Accounts Payable	Outstanding	Check	-736.29
12/22/2023		67364	CHARTER COMMUNICATIONS	Accounts Payable	Outstanding	Check	-170.03
12/22/2023		67365	CITY OF WACO FISCAL SERVICES	Accounts Payable	Outstanding	Check	-4,660.00
12/22/2023		67366	CITY OF WACO-FINANCE DEPT	Accounts Payable	Outstanding	Check	-36,135.39
12/22/2023		67367	DAUGHERTY SERVICES	Accounts Payable	Outstanding	Check	-125.00
12/22/2023		67368	DEAD RIVER RANCH MATERIALS	Accounts Payable	Outstanding	Check	-418.56
12/22/2023		67369	DIRECT LAND INVESTORS, LLC	Accounts Payable	Outstanding	Check	-10,000.00
12/22/2023		67370	ENTERPRISE FLEET MANAGEMENT	Accounts Payable	Outstanding	Check	-16,034.35
12/22/2023		67371	EXTRACO TECHNOLOGY	Accounts Payable	Outstanding	Check	-18,784.90
12/22/2023		67372	IMPACT PROMOTIONAL SERVICES, LLC	Accounts Payable	Outstanding	Check	-479.42
12/22/2023		67373	KARAOKE ON WHEELS	Accounts Payable	Outstanding	Check	-135.00
12/22/2023		67374	KIND'S AUTOMOTIVE	Accounts Payable	Outstanding	Check	-1,174.98
12/22/2023		67375	MCCREARY VESELKA BRAGG AND ALLEN, P.C.	Accounts Payable	Outstanding	Check	-676.20
12/22/2023		67376	MET LIFE	Accounts Payable	Outstanding	Check	-2,053.40
12/22/2023		67377	MUTUAL OF OMAHA	Accounts Payable	Outstanding	Check	-1,039.65
12/22/2023		67378	NAPA AUTO PARTS-BELLMEAD	Accounts Payable	Outstanding	Check	-366.98
12/22/2023		67379	OFFICE DEPOT	Accounts Payable	Outstanding	Check	-381.89
12/22/2023		67380	PLAYFLY LLC	Accounts Payable	Outstanding	Check	-22,935.00
12/22/2023		67381	READY REFRESH	Accounts Payable	Outstanding	Check	-14.39
12/22/2023		67382	SOUTH BOSQUE VETERINARY CLINIC, PLLC	Accounts Payable	Outstanding	Check	-118.15

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/22/2023		67383	STAR ADVERTISING, INC.	Accounts Payable	Outstanding	Check	-4,000.00
12/22/2023		67384	SUPERIOR VISION SERVICES, INC.	Accounts Payable	Outstanding	Check	-443.64
12/22/2023		67385	TERRY'S LAWN SERVICE	Accounts Payable	Outstanding	Check	-950.00
12/22/2023		67386	TEXAS COURT CLERKS ASSOC	Accounts Payable	Outstanding	Check	-55.00
12/22/2023		67387	TEXAS TOLLWAYS	Accounts Payable	Outstanding	Check	-35.88
12/22/2023		67388	WAGE WORKS, INC.	Accounts Payable	Outstanding	Check	-75.00
12/22/2023		67389	WELLS FARGO VENDOR FINANCIAL SERVICES, INC.	Accounts Payable	Outstanding	Check	-184.59
12/22/2023		67390	AMERICAN BANK OF WACO	Accounts Payable	Outstanding	Check	-25,728.99
12/22/2023		67391	TX CHILD SUPPORT SDU	Accounts Payable	Outstanding	Check	-963.42
12/22/2023		67392	TX MUNICIPAL RETIREMENT	Accounts Payable	Outstanding	Check	-22,575.67
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	285.87
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	160.00
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	4,505.88
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	3,285.51
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	11,042.67
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	9,653.63
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	1,128.83
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	3,901.70
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	1,593.86
12/22/2023		DEP0027015	CLPKT03469 BG:ALL	Cashiering	Outstanding	Deposit	19,469.78
12/26/2023		141	COMMUNITY LOAN CENTER OF HEART OF TEXAS	Accounts Payable	Outstanding	EFT	-472.23
12/26/2023		DEP0027031	Utility Payment Packet UBPKT08660	Utility Billing	Outstanding	Deposit	99.21
12/26/2023		EFT0000090	Payroll EFT	Payroll	Outstanding	EFT	-81,207.17
12/27/2023		67393	TX MUNICIPAL RETIREMENT	Accounts Payable	Outstanding	Check	-192.05
12/27/2023		DEP0027021	CLPKT03470 BG:ALL	Cashiering	Outstanding	Deposit	2,577.57
12/27/2023		DEP0027021	CLPKT03470 BG:ALL	Cashiering	Outstanding	Deposit	1,414.71
12/27/2023		DEP0027021	CLPKT03470 BG:ALL	Cashiering	Outstanding	Deposit	2,809.05
12/27/2023		DEP0027021	CLPKT03470 BG:ALL	Cashiering	Outstanding	Deposit	56,802.47
12/27/2023		DEP0027022	COURT FINES	General Ledger	Outstanding	Deposit	720.27
12/27/2023		DEP0027024	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	12,209.07
12/27/2023		DEP0027025	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	60,873.36
12/28/2023		67394	AMERICAN BANK OF WACO	Accounts Payable	Outstanding	Check	-14.03
12/28/2023		67395	AMERICAN BANK OF WACO	Accounts Payable	Outstanding	Check	-1,004.83
12/28/2023		67396	TX MUNICIPAL RETIREMENT	Accounts Payable	Outstanding	Check	-562.82
12/28/2023		DEP0027028	Utility Payment Packet UBPKT08658	Utility Billing	Outstanding	Deposit	319.26
12/28/2023		DEP0027034	Utility Reverse Payment Packet UBPKT08665	Utility Billing	Outstanding	Deposit	-160.00
12/28/2023		DEP0027037	CLPKT03471 BG:ALL	Cashiering	Outstanding	Deposit	1,156.10
12/28/2023		DEP0027037	CLPKT03471 BG:ALL	Cashiering	Outstanding	Deposit	2,640.91
12/28/2023		DEP0027037	CLPKT03471 BG:ALL	Cashiering	Outstanding	Deposit	876.20
12/28/2023		DEP0027037	CLPKT03471 BG:ALL	Cashiering	Outstanding	Deposit	3,624.51
12/28/2023		DEP0027037	CLPKT03471 BG:ALL	Cashiering	Outstanding	Deposit	612.00
12/28/2023		DEP0027050	COURT FINES	General Ledger	Outstanding	Deposit	100.00
12/29/2023		DEP0026895	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	18,626.41

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/29/2023		DEP0026896	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	2,635.66
12/29/2023		DEP0027040	Utility Reverse Payment Packet UBPKT08672	Utility Billing	Outstanding	Deposit	-6,526.34
12/29/2023		DEP0027051	COURT FINES	General Ledger	Outstanding	Deposit	71.40
12/29/2023		DEP0027052	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit	347,169.90
12/29/2023		DEP0027056	SALES TAX	General Ledger	Outstanding	Deposit	139,051.64
12/29/2023		DEP0027057	MIXED BEV TAX	General Ledger	Outstanding	Deposit	1,410.68
12/29/2023		DEP0027058	MONTH END - Southwestern Bell	General Ledger	Outstanding	Deposit	832.86
12/29/2023		DEP0027059	MONTH END - Lipsitz scrap metal	General Ledger	Outstanding	Deposit	816.10
12/29/2023		DEP0027060	MONTH END- WM Landfill Lease	General Ledger	Outstanding	Deposit	7,046.50
12/29/2023		DEP0027061	Month End Interest	General Ledger	Outstanding	Deposit	376.29
12/29/2023		DEP0027062	HOT - Dec 2023	General Ledger	Outstanding	Deposit	33,885.00
12/29/2023		DEP0027063	CONSTRUCTION FUND EXP - Dec 2023	General Ledger	Outstanding	Deposit	175,289.48
12/29/2023		DEP0027064	Bond Exp - Dec 2023	General Ledger	Outstanding	Deposit	13,797.50
12/29/2023		DEP0027065	APRA Grant Exp - Dec 2023	General Ledger	Outstanding	Deposit	52,590.82
12/29/2023		DEPR0000112	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit Reversal	-18,626.41
12/29/2023		DEPR0000113	MCLENNAN CO TAX	General Ledger	Outstanding	Deposit Reversal	-2,635.66
12/29/2023		EFT0000091	Payroll EFT	Payroll	Outstanding	EFT	-1,770.69
12/29/2023		MISC0000528	GLOBAL FEES	General Ledger	Outstanding	Miscellaneous	-6,453.19
12/29/2023		MISC0000529	HOT - Dec 2023	General Ledger	Outstanding	Miscellaneous	-2,576.31
						Bank Account [REDACTED] Total: (313)	292,001.61
						Report Total: (313)	292,001.61

Summary

Bank Account	Count	Amount
██████████ American Bank of Waco	313	292,001.61
Report Total:	313	292,001.61

Cash Account	Count	Amount
No Cash Account	2	0.00
75 75-00-00-1010 Cash Checking	311	292,001.61
Report Total:	313	292,001.61

Transaction Type	Count	Amount
Check	145	-713,284.94
Check Reversal	1	73.24
Deposit	154	1,375,193.27
Deposit Reversal	2	-21,262.07
EFT	9	-339,688.39
Miscellaneous	2	-9,029.50
Report Total:	313	292,001.61

Andy Moore

From: Randy Hunnicutt
Sent: Tuesday, January 2, 2024 2:17 PM
To: Andy Moore
Subject: Work load

Dec work load

Veterans park tree lighting parade set up and tear down

Clean veterans park after party

Replace BBQ shed lights

Add new lights to Xmas tree

Decorate Santa's awning at veterans park

Fill in ruts at Pavilion behind city hall

Build and deliver soccer goals

Remove dirt pile at ball fields

Raise and lower flags

Civic center clean up

Daily trash pick up parks/ ball park

Mow

Weed eat

Edge

Blow grass off

Air filters

Rearrange water dept for new standing desk

Xmas party Decorations meeting

Tree trimming

Outfield fence repair

Cut trees down at ball field

Move offices

Water/Wastewater Crew Monthly Report

December 2023

12/1: Morning rounds. Ran tickets.

12/4: Morning rounds. Mono /Free sample. Potholed valves at Nortcrest Tower.

12/5: Morning rounds. Locate manholes for RJN Group.

12/6: Morning rounds. Meyers Ln ground storage fixed pump 2 leak, fixed pump 3 electrical issues.

12/7: Morning rounds. Fixed manhole ring and lids.

12/8: Morning rounds. Worked on the yard.

12/11: Morning rounds. Worked on manhole ring and lids

12/12: Morning rounds. Fixed water leak at 418 W. Craven. Fixed Fire Hydrant on E. Craven.

12/13: Morning rounds. Fixed water leak behind LLPD. Worked on Water/Sewer Line at 3801 Meyers LN.

12/14: Morning rounds. Water line at 3801 Meyers LN.

12/15: Morning rounds. Water line at 3801 Meyers LN. Cla Val at Meyers LN ground storage.

12/18: Morning rounds. Meter reading. Ran tickets. Sewer on Wildcat.

12/19: Morning rounds. Meter reading. Pulled pumps and piping at Cash America pawn shop lift station.

12/20: Morning rounds. Meter reading.

12/21: Morning rounds. Worked on small shop projects.

12/22: Morning rounds. Dead end flushing

12/27: Morning rounds. First set BacT's. Dead end flushing.

12/28: Morning rounds. Second set BacT's. Flushing

12/29: Morning rounds. Flushing.

X 

Date 1-2-2024

Street Crew Monthly Report

12/4 fixed pot holes.

12/5 put up Christmas decorations and get ready for the parade.

12/6 took down Christmas decorations and help clean the park. then they unloaded pot hole material out of a semi-truck then they fixed pot holes.

12/7 one crew hauled off scrap metal and one crew fix pot holes until lunch then both crews fixed pot holes.

12/8 We went and pick up the big thin horns up at Broken Arrow Ct and put them behind the city hall and then they fixed pot holes.

12/11 Fixed pot holes on Barbar Street.

12/12 Fixed pot holes and haul off tree's limbs with dump trucks.

12/14 Hauled off tree limb and fixed hole at the civic center.

12/15 Rain cleaned shop and check curb and gutters.

1218 Read meters and unload pot hole material.

12/19 Read meters.

12/20 Read meters.

12/22 clean up shop and check curb and gutters.

12/25 and 12/26 off for Christmas.

12/27 fixed pot holes.

12/28 fixed pot holes.

12/29 fixed pot holes



Lacy Lakeview Police Department

Monthly Activity Report

December - 2023



LLPD responded to a total of 1,030 calls for service in the month of December 2023, with an average response time of 02:55.

Total call volume for December was up by 32.14% over the month of November 2023 and decreased by 31.29% over December 2022.

LLPD's top ten call types for the month of December are as follows:

- 911 OPEN LINE
- ABANDONED VEHICLE
- PHONE CALL
- ASSIST OTHER AGENCY
- MEET COMPLAINANT
- DISTURBANCE
- MOTOR VEH CRASH
- ALARM BUSINESS
- SUSPICIOUS PERSON
- ORDINANCE VIOLATION

Of the calls for service listed above, LLPD responded to 26 alarm calls (other than fire-related) within the city. All alarm calls were found to be false alarm calls.

LLPD officers performed a total of 172 traffic stops in the month of December 2023, resulting in 204 warnings or citations for multiple offenses and 19 arrests.



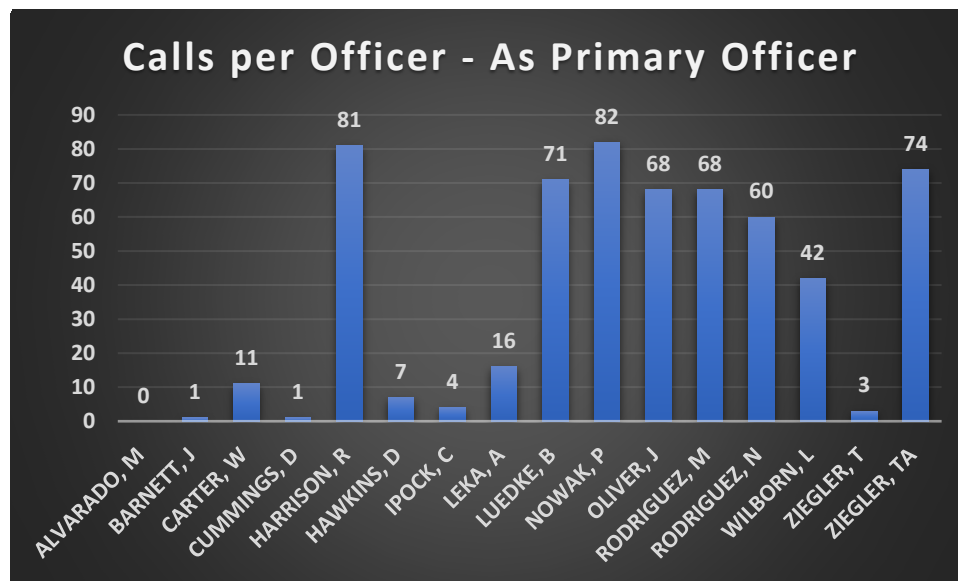
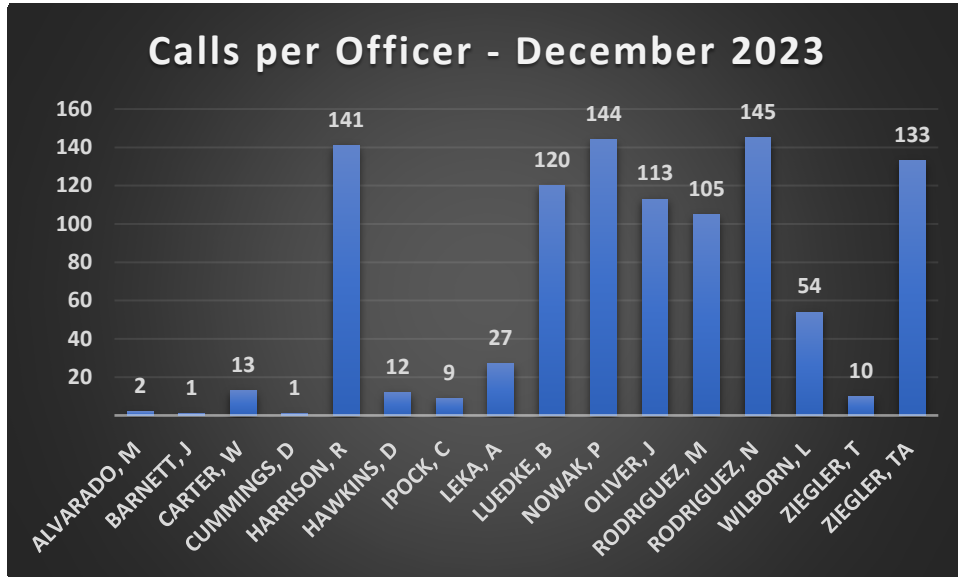
Lacy Lakeview Police Department

Monthly Activity Report

December - 2023



Call Load Volume Statistics





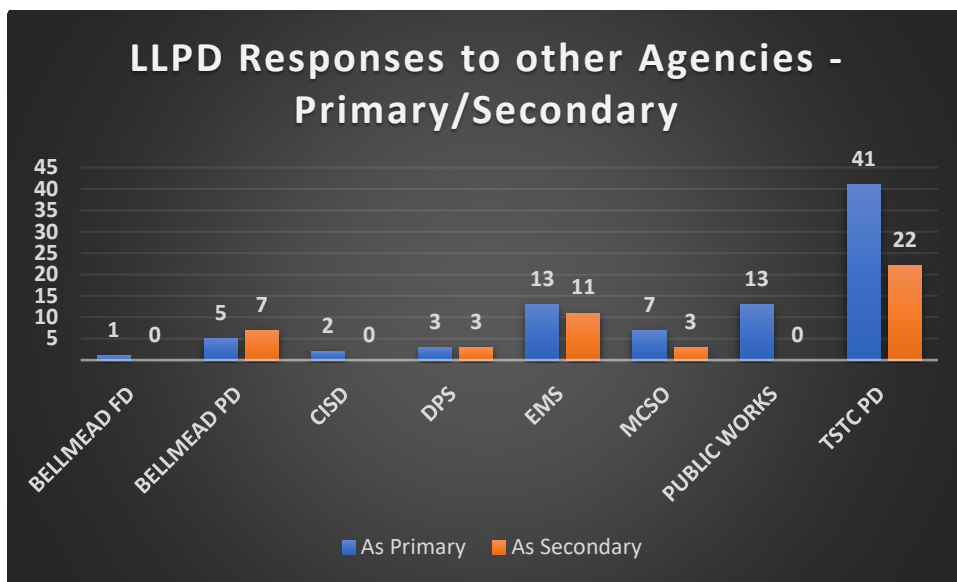
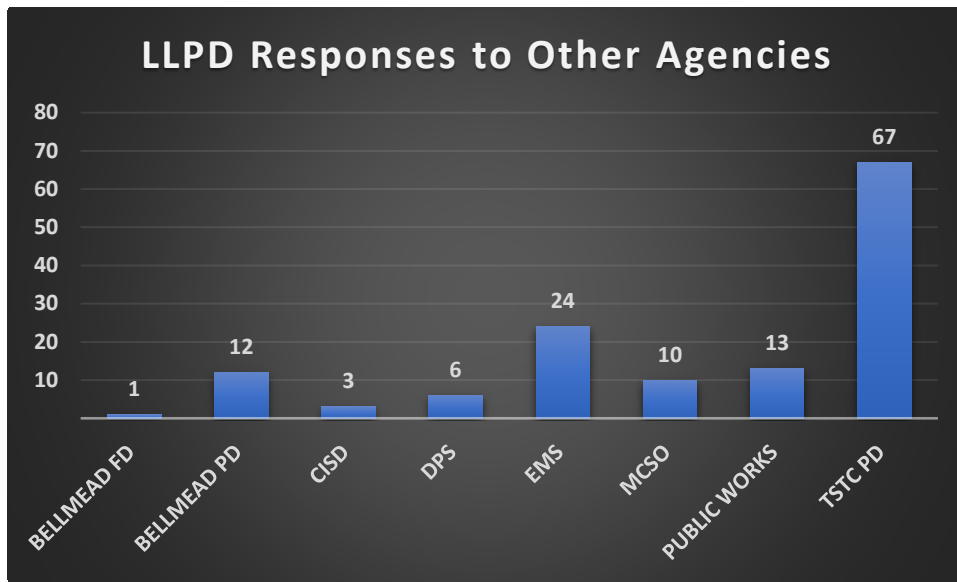
Lacy Lakeview Police Department

Monthly Activity Report

December - 2023

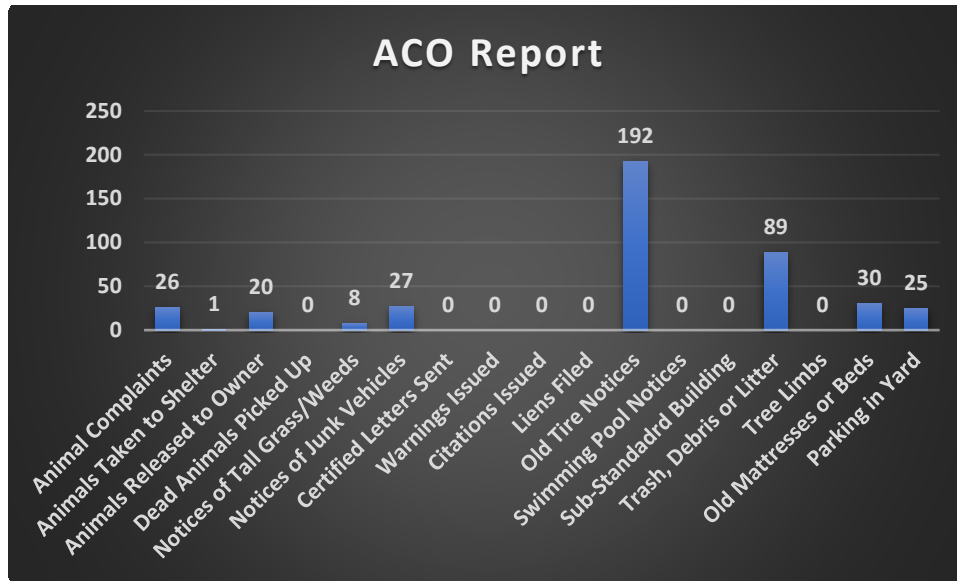


Outside Agency Support Volume Statistics





Lacy Lakeview Police Department Monthly Activity Report December - 2023





Lacy Lakeview Police Department Monthly Activity Report Year - 2023



LLPD responded to a total of 18,365 calls for service in the year 2023, with an average response time of 02:25.

Total call volume for 2023 was up by 3.35% over the year 2022.

LLPD's top ten call types for the year 2023 are as follows:

- TRAFFIC STOP
- PHONE CALL
- DISTURBANCE
- ASSIST OTHER AGENCY
- MEET COMPLAINANT
- MOTOR VEH CRASH
- ALARM BUSINESS
- WELFARE CONCERN
- SUSPICIOUS PERSON
- SUSPICIOUS VEHICLE

Of the calls for service listed above, LLPD responded to 229 alarm calls (other than fire-related) within the city.

LLPD officers performed a total of 2,643 traffic stops in 2023, resulting in 3,982 warnings or citations for multiple offenses and 387 arrests.



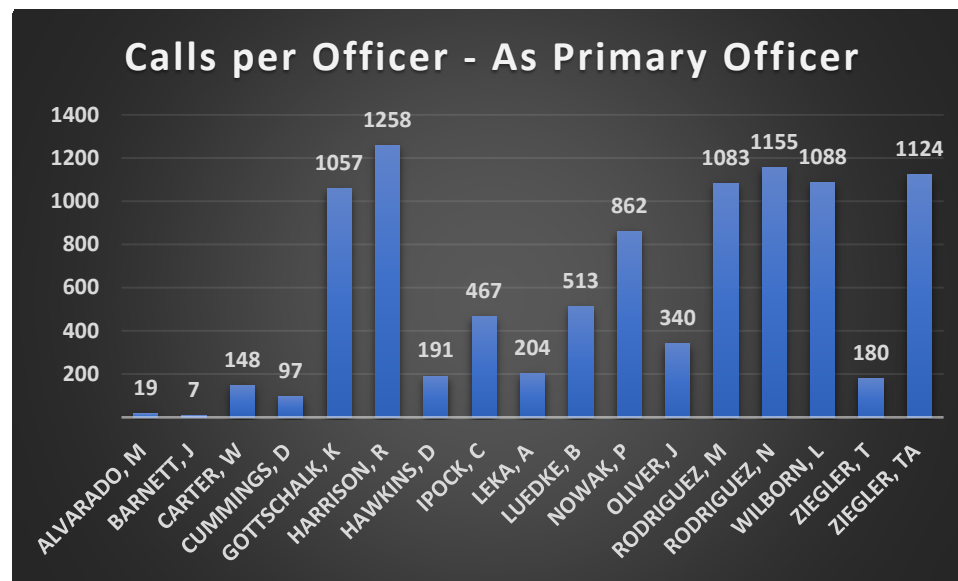
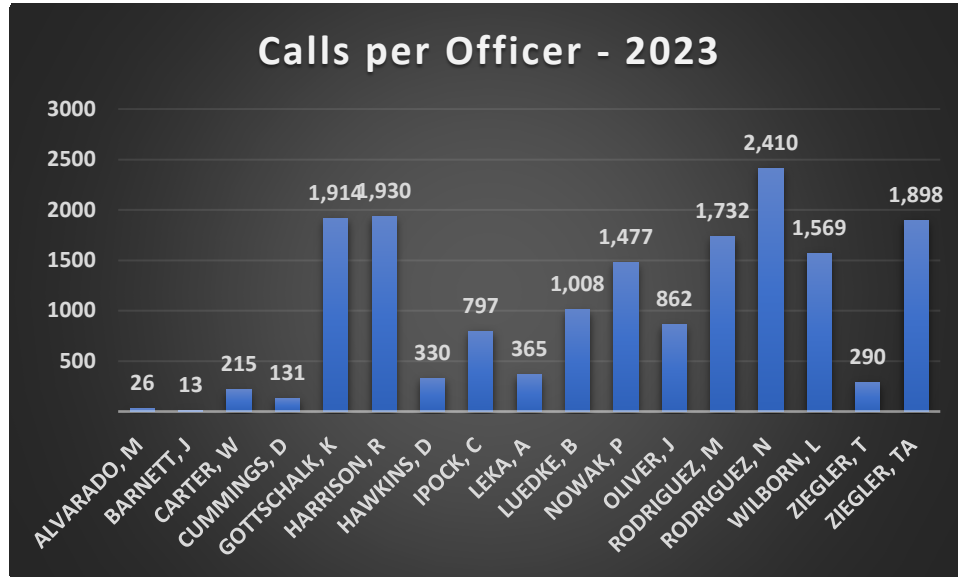
Lacy Lakeview Police Department

Monthly Activity Report

Year - 2023



Call Load Volume Statistics





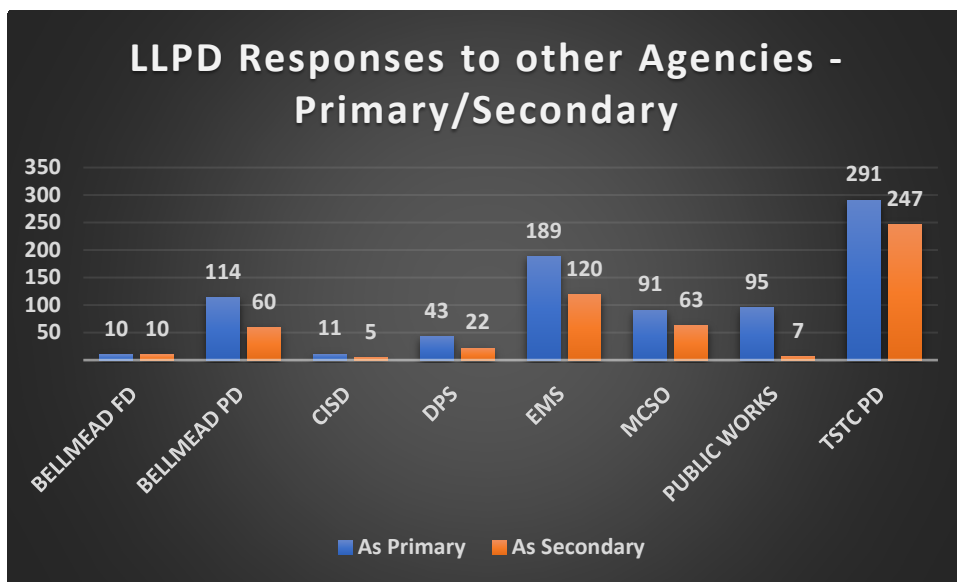
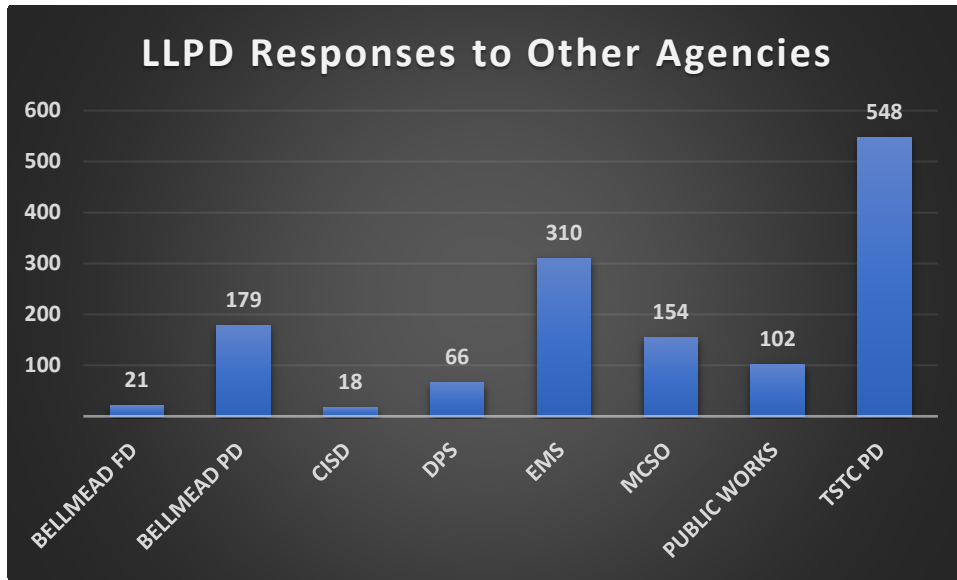
Lacy Lakeview Police Department

Monthly Activity Report

Year - 2023



Outside Agency Support Volume Statistics



PERMITS FOR DECEMBER 2023

BUILDING PERMITS

TOTAL PULLED	21	TOTAL REVENUE	\$16,683.00
PAID	19	TOTAL PAID	\$16,623.00
UNPAID	01	TOTAL UNPAID	\$60.00

PLUMBING PERMITS

TOTAL PULLED	10	TOTAL REVENUE	\$537.00
PAID	06	TOTAL PAID	\$417.00
UNPAID	04	TOTAL UNPAID	\$120.00

ELECTRICAL PERMITS

TOTAL PULLED	0	TOTAL REVENUE	\$
PAID	N/A	TOTAL PAID	\$
UNPAID	N/A	TOTAL UNPAID	\$

MECHANICAL PERMITS

TOTAL PULLED	0	TOTAL REVENUE	\$
PAID	N/A	TOTAL PAID	\$
UNPAID	N/A	TOTAL UNPAID	\$

UNPAID BUILDING PERMITS

ADDRESS	CONTRACTOR	OWNER	DATE FILED	AMOUNT
221 BROKEN ARROW DR	DANIEL GORMAN	CHRIS DE LA CRUZ	12.27.83	\$60.00

UNPAID PLUMBING PERMITS

ADDRESS	CONTRACTOR	OWNER	DATE FILED	AMOUNT
107 SHIRLEY	ENEDINO MEDINA		12.27.23	
308 S JOYCE	TARGET SOLUTIONS/JUSTIN JACKSON	CLARICE KIRKPATRICK	12.27.23	\$60.00
105 SHIRLEY	ENEDINO MEDINA		12.24.23	
105 SHIRLEY	ENEDINO MEDINA		12.1.23	

UNPAID ELECTRICAL PERMITS

ADDRESS	CONTRACTOR	OWNER	DATE FILED	AMOUNT

UNPAID MECHANICAL PERMITS

ADDRESS	CONTRACTOR	OWNER	DATE FILED	AMOUNT

COUNCIL AGENDA ITEM #6

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

The City of Lacy Lakeview will hold a public hearing to receive comments regarding the City's consideration of a request to abandon a certain portion of Spencer Street located within the Jacob Walker Survey, Abstract 885 in McLennan County, Texas in the Krest Addition and recorded in Volume 969, Page 247 of the Deed Records of McLennan County

Action:

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Public Hearing | <input type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

Recommended Motion:
NO ACTION REQUIRED.

PUBLIC NOTICE



MEETING HOSTED BY THE CITY OF LACY LAKEVIEW

JANUARY 9, 2023
6:00 P.M.

LACY LAKEVIEW CITY HALL
501 E. CRAVEN AVENUE
LACY LAKEVIEW CITY COUNCIL CHAMBERS

Notice is hereby given to all interested persons that the City Council of the City of Lacy Lakeview, Texas, has scheduled a public hearing for to receive comments regarding the City's consideration of a request to abandon a certain portion of Spencer Street located within the Jacob Walker Survey, Abstract 885 in McLennan County, Texas in the Krest Addition and recorded in Volume 969, Page 247 of the Deed Records of McLennan County.

This notice is being **posted** at Lacy Lakeview City Hall on the **27th** day of **December, 2023** by **3:00 P.M.**

Laurie Kaczmarek

Laurie Kaczmarek
City Secretary

Persons with disabilities who plan to attend this meeting and who need auxiliary aids or services should contact Laurie Kaczmarek, City Secretary, at (254) 799-2458 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.

COUNCIL AGENDA ITEM #7

SUMMARY:

Mayor's Report

Briefings or updates may be provided regarding City Council and/or community events.

COUNCIL AGENDA ITEM #8

SUMMARY:

Council Member's Input

Briefings or updates may be provided regarding City Council and/or community events.

COUNCIL AGENDA ITEM #9

SUMMARY:

Public Comment

This time is for individuals to address the City Council on issues and items of concern on or not on the agenda. There will be no City Council action at this time. Limit of 3 minutes per person. The City Council reserves the right to delay, when appropriate and upon the agreement of the individual, on a specific agenda item so they may speak at that time.

COUNCIL AGENDA ITEM #10

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Approval of the Minutes from the City Council Town Hall Meeting held on November 28, 2023 and the City Council Session held on December 12, 2023.

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

MINUTES OF A TOWN HALL MEETING, TUESDAY, NOVEMBER 28, 2023 AT 6:00 P.M. AT THE LACY LAKEVIEW CIVIC CENTER LOCATED AT 505 E CRAVEN AVE, LACY LAKEVIEW, TEXAS.

1. The Town Hall meeting began at 6:07 p.m.
2. Roll Call.

Attendee Name	Present	Absent	Late	Arrived
A. Niecey Payne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bruce Bundrant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Richard Lednicky	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jonathan Olvera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Robert Plsek	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Victoria Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Charles Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Staff Present: Calvin Hodde, City Manager; Laurie Kaczmarek, City Secretary/Administrator; Jeron Barnett, Police Chief; Amber Fuller, Finance Director; Andy Moore, Public Works Director; and Tomas Cardoza, Building Inspector.

City Manager, Calvin Hodde presented a slide show on Planning for the City’s Future in Lacy Lakeview.

Paul Daugereau, Public Sector Manager and Anthony Griffet, District Operations Manager with Waste Management gave a presentation.

Kyle Schulze with Walker Partners gave a presentation about the cost of fixing the Lacy Lakeview streets.

Citizens in attendance who spoke:

Jeffie Willis from 203 E Craven, Lacy Lakeview

Janett Crain from 200 S. Rita, Lacy Lakeview

Pat Bauerlein from 706 N Barbara, Lacy Lakeview

Patrick L. Hayes from 125 N Bermuda St, Lacy Lakeview

Cody Daniel from Lacy Lakeview

Greg Iglehart from 208 S Rita, Lacy Lakeview

Brenda Jameson from 223 Broken Arrow Drive, Lacy Lakeview

Henry Bush from 613 Ave H, Lacy Lakeview

Ginger Riojas from 207 Hawk Ridge, Lacy Lakeview

Christina Jefferson from 408 Broken Arrow Ct, Lacy Lakeview

Catherine Martin from 208 Bobcat Dr, Lacy Lakeview

Brian Price, Lacy Lakeview City Employee

Patsy Williams from 202 Hawk Ridge, Lacy Lakeview

Harry Valate from 313 Ave G, Lacy Lakeview

No action was taken at this meeting.

Town Hall meeting ended at 8:46 p.m.

Mayor, A. Niecey Payne

ATTEST:

Laurie Kaczmarek, City Secretary

MINUTES OF A REGULAR SESSION AND WORK SESSION COUNCIL MEETING, TUESDAY, DECEMBER 12, 2023 AT 6:00 P.M. IN THE LACY LAKEVIEW CITY COUNCIL CHAMBERS LOCATED AT LACY LAKEVIEW CITY HALL, 501 E. CRAVEN, LACY LAKEVIEW, TEXAS.

Work Session:

1. The meeting of the Lacy Lakeview City Council was called to order by Mayor Payne at 6:02 p.m.
2. Roll Call.

Attendee Name	Present	Absent	Late	Arrived
A. Niecey Payne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bruce Bundrant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Lednicky	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jonathan Olvera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Robert Plsek	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Victoria Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Charles Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Staff Present: Calvin Hodde, City Manager; Laurie Kaczmarek, City Secretary; Jeron Barnett, Police Chief; Amber Fuller, Finance Director, Christine McMains, Court Administrator; Tomas Cardoza, Building Inspector; Andy Moore, Public Works Director; Adrian Huff, Fire Chief and David Deaconson, City Attorney.

3. **Presentation of possible project(s) for the American Rescue Plan Act funding.**

City Manager Hodde stated that there was nothing new to report.

New Fire Chief Huff was pinned by his daughter.

4. **Staff Reports: Q & A**

Councilmember Lee commented on all employees' hard work. She also asked the Fire Chief to expand a little on his reports by doing a call-by-call breakdown.

Councilmember Olvera thanked Public Works for the new soccer goals.

5. **Public Hearing**

The City of Lacy Lakeview will hold a Public Hearing to receive comments on the written request by Foamtec International that their property located at N IH 35, Waco, Texas being all that tract of land located in the Samuel Burton Survey, Abstract No. 77, McLennan County, Texas, being part of that called 12.449 acres

described in a deed to Thomas M. Flowers as recorded in Volume 1565, Page 171 of the Deed of Records of McLennan County Texas (D.R.M.C.T.), be annexed into the City of Lacy Lakeview.

Public Hearing was opened at 6:07 pm

There was no one speaking for or against at this time.

Public Hearing was closed at 6:08 pm

6. Public Hearing

The City of Lacy Lakeview will hold a public hearing to receive comments regarding the City's consideration of a request to abandon a certain portion of Spencer Street located within the Jacob Walker Survey, Abstract 885 in McLennan County, Texas in the Krest Addition and recorded in Volume 969, Page 247 of the Deed Records of McLennan County.

Public Hearing was opened at 6:08 pm

There was no one speaking for or against at this time.

Public Hearing was closed at 6:08 pm

7. Discussion regarding livestreaming City Council meetings.

City Manager Hodde stated that he is still looking into several options. He and the City Secretary will be traveling to Bruceville Eddy and Lorena to see how they do their meetings.

8. Discussion regarding One Call Now by OnSolve, an affordable multi-communication system that could be used in service to our city.

This system is also known as Code Red. This is a good system to let citizens know about emergencies and city information.

It is an inexpensive system – can be paid annually or 36 months.

Recess Work Session to Convene Regular Session

Regular Session was called to order at 6:26 p.m.

9. Mayor's Report.

Mayor Payne had nothing to report at this time.

10. **Council Member’s Input.**

Council Member Lee spoke of the new Fire Department Facebook page.

11. **Public Comment.**

There were no citizens that wished to speak at this time.

12. **Approval of the Minutes from the City Council Session held on November 14, 2023.**

Council Member Olvera moved to approve the minutes from the council meeting held on November 14, 2023. Mayor Payne seconded. All council members present voted in favor; motion carried.

13. **Discussion and consideration of action to approve the Live Oak Park Fencing Improvements project and accept the bid in the amount of \$190,360.00 from Southern Site Services, LLC as the low bidder for the project.**

Mayor Pro Tem Wilson moved to approve the action to approve the Live Oak Park Fencing Improvements project and accept the bid in the amount of \$190,360.00 from Southern Site Services, LLC as the low bidder for the project. Council Member Olvera seconded. All council members present voted in favor; motion carried.

14. **Discussion and consideration of action to approve the Meyers Lane Wastewater Improvements project and accept the bid in the amount of \$758,838.00 from JH Contracting, LLC as the low bidder for the project.**

Council Member Olvera made a motion to approve the Meyers Lane Wastewater Improvements project and accept the bid in the amount of \$758,838.00 from JH Contracting, LLC as the low bidder for the project. Mayor Payne seconded. All council members present voted in favor; motion carried.

15. **Discussion and consideration of Ordinance 2023-13; AN ORDINANCE OF THE CITY OF LACY LAKEVIEW, TEXAS PROVIDING FOR THE EXTENSION OF CERTAIN BOUNDARY LIMITS OF THE CITY OF LACY LAKEVIEW AND THE ANNEXATION OF A CERTAIN TRACT OF LAND OWNED BY FOAMTEC INTERNATIONAL, THE TOTAL AREA BEING APPROXIMATELY 12.449 ACRES, MORE OR LESS; APPROVING A SERVICE PLAN; PROVIDING AN EFFECTIVE DATE; AND PROVIDING THAT THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

Council Member Olvera made a motion to approve Ordinance 2023-13. Council Member Bundrant seconded. All council members present voted in favor; motion carried.

16. Discussion and consideration of action Ordinance 2023-14; **AN ORDINANCE OF THE CITY OF LACY LAKEVIEW, TEXAS AMENDING THE 2022-2023 FISCAL YEAR BUDGET APPROVED IN ORDINANCE NOS. 2023-07; AUTHORIZING EXPENDITURES AS AMENDED AND REFLECTED IN THE PROPOSED AMENDMENT; AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

Mayor Pro-Tem Wilson made a motion to approve Ordinance 2023-14. Council Member Olvera seconded. All council members present voted in favor; motion carried.

17. **Discussion and consideration of action to eliminate the brush and chipping service that Lacy Lakeview has previously provided free of charge or to start charging the citizens a fee to cover the City's costs for this service if the service is continued by the city.**

Pat Bauerlein of 706 N Barbara St spoke on this and objects to the fee.

Cindy Flores of 1007 Donald St spoke on this and is against the fee.

Council Member Olvera made a motion to eliminate the brush and chipping service that Lacy Lakeview has previously provided free of charge. Mayor Pro Tem Wilson seconded. Five (5) council members present voted in favor; Council Member Plsek voted against; motion carried.

18. **Discussion and consideration of action to add Crime Scene Investigator to the job description for Evidence Tech.**

Mayor Payne made a motion to add Crime Scene Investigator to the job description for Evidence Tech. Council Member Olvera seconded.

The motion was amended by Mayor Payne to defer until the Council receives an adequate job description. All council members present voted in favor; motion carried.

19. **Discussion and consideration of action to cancel the second regularly scheduled council meeting for December 2023.**

Council Member Olvera made a motion to cancel the second regularly scheduled council meeting for December 2023. Council Member Bundrant seconded. All council members present voted in favor; motion carried.

The meeting was adjourned at 7:05 p.m.

Mayor, A. Niecey Payne

ATTEST:

Laurie Kaczmarek, City Secretary

COUNCIL AGENDA ITEM #11

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action regarding Resolution 2024-01; **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS ADDRESSING ANNEXATION PLANS FOR THE ETJ OF THE CITY FOR CONSIDERATION DURING CALENDAR YEAR 2024.**

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

RESOLUTION NO. 2024-01

**A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS
ADDRESSING ANNEXATION PLANS FOR THE ETJ OF THE
CITY FOR CONSIDERATION DURING CALENDAR YEAR
2024.**

WHEREAS, the City of Lacy Lakeview, Texas (the “City”) has determined that an orderly annexation of its existing extra-territorial jurisdiction (“ETJ”) is in the best long term interests of the City; and

WHEREAS, the City has conducted a review along with its engineer as to the remaining, existing ETJ and has identified that property that lies within the City’s ETJ; and

WHEREAS, the City has received no written requests that any land located within the City’s ETJ be annexed into the City; and

WHEREAS, the City conducted no annexations in 2008-2014 or 2017 – 2021, and only specifically requested annexations in 2007, 2016 and 2023; and

WHEREAS, the City finds that no annexations are necessary in 2024 to serve the City’s long term development.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LACY LAKEVIEW, TEXAS:

Section 1. Having received no annexation requests for annexation consideration in 2024 as of the date the Resolution is considered, the City hereby intends to consider for annexation during the calendar year 2024 only those areas within the City’s ETJ that during 2024 may hereafter specifically be requested by the landowners to be annexed.

Section 2. The City Council finds that the meeting at which this Resolution was read, considered and approved was duly noticed and conducted in accordance with the Texas Open Meetings laws in the regular course of business during its regularly scheduled City Council meeting, as required by law.

RESOLVED, PASSED AND APPROVED IN OPEN SESSION ON this 9th day of January 2024.

CITY OF LACY LAKEVIEW, TEXAS

A. Niecey Payne, Mayor

ATTEST:

Laurie Kaczmarek, City Secretary

APPROVED AS TO FORM:

David N. Deaconson, City Attorney

COUNCIL AGENDA ITEM #12

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action regarding Resolution 2024-02; **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS ADOPTING A REVISED WRITTEN INVESTMENT POLICY REGARDING THE INVESTMENT OF THE CITY'S FUNDS AND FUNDS UNDER THE CITY'S CONTROL; REAFFIRMING A SEPARATE WRITTEN INVESTMENT STRATEGY FOR FUNDS UNDER THE CITY'S CONTROL; DESIGNATING CERTAIN AUTHORIZED REPRESENTATIVES; REQUIRING REVIEW OF THE CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES ON A NOT LESS THAN ANNUAL BASIS; AND ESTABLISHING AN EFFECTIVE DATE.**

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

RESOLUTION NO. 2024-02

A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS ADOPTING A REVISED WRITTEN INVESTMENT POLICY REGARDING THE INVESTMENT OF THE CITY'S FUNDS AND FUNDS UNDER THE CITY'S CONTROL; REAFFIRMING A SEPARATE WRITTEN INVESTMENT STRATEGY FOR FUNDS UNDER THE CITY'S CONTROL; DESIGNATING CERTAIN AUTHORIZED REPRESENTATIVES; REQUIRING REVIEW OF THE CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES ON A NOT LESS THAN ANNUAL BASIS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Public Funds Investment Act, Chapter 2256, Government Code requires municipalities to establish written investment policies and strategies;

WHEREAS, the City Council conducts an annual review of its policy;

WHEREAS, the City Council has determined that it is appropriate to revise its policy to allow the City greater flexibility while remaining compliant with statutory requirements and the overall philosophy of protection of principal and liquidity; and

WHEREAS, the City Council believes that it is prudent to establish and adopt the attached revised written investment policies for the investment of public funds in a manner which will provide the highest investment return, but primarily emphasize safety of principal and liquidity, while meeting the daily cash flow demands of the City;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACY LAKEVIEW, TEXAS:

Section 1. The revised written Investment Policy attached hereto as Exhibit "A" which primarily emphasizes safety of principal and liquidity is hereby adopted as the investment policy of the City of Lacy Lakeview regarding the investment of the City's funds and funds which may be, under the control of the City.

Section 2. The written Investment Strategy attached hereto as Exhibit "B" previously adopted by this City Council is incorporated as part of the Investment Policy and is hereby reaffirmed as the written investment strategy for the City for each and every fund under the City's control.

Section 3. The City Council shall review its Investment Policy and Investment Strategy no less than annually.

Section 4. The City hereby appoints and designates the following individual(s) as an Authorized Representative to act on behalf of the City concerning TexPool investments in accordance with the City's Investment Policy: (1) Mayor; (2) Mayor Pro-Tem; and (3) Finance Director.

Section 5. It is hereby found and determined that the meeting at which this Resolution was read, considered and approved was open to the public as required by law and public notice of the time, place and purpose was given as required.

Section 6. This Resolution and attached Investment Policy shall become effective immediately upon passage.

RESOLVED, PASSED AND APPROVED 9TH day of January, 2024.

CITY OF LACY LAKEVIEW, TEXAS

A. Niecey Payne, Mayor

ATTEST:

Laurie Kaczmarek, City Secretary

APPROVED AS TO FORM:

David N. Deaconson, City Attorney

INVESTMENT POLICY OF
THE CITY OF LACY LAKEVIEW, TEXAS

1.0 POLICY:

It is the policy of the City of Lacy Lakeview, Texas (the “City”) to invest public funds in a manner which will provide the highest investment return with the maximum security by emphasizing safety of principal, while meeting the daily cash flow demands of the City and conforming to all state and local statues concerning public funds investments.

2.0 SCOPE:

This investment policy applies to all financial assets of the City of Lacy Lakeview. These assets are accounted for in the City of Lacy Lakeview’s Comprehensive Annual Financial Report and include:

General Fund
Savings – Bank
Texas Local Government Investment Pool - TexPool
Special Revenue Funds
Capital Project Funds
Enterprise Funds

3.0 STANDARD OF CARE:

The standard of care to be used by investment officers shall be the “prudent person” standard set out in § 2256.006, Public Funds Act, Government Code, and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the City’s investment policy and strategies and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital.

4.0 OBJECTIVE:

The primary objectives, in priority order, of the City of Lacy Lakeview investment activities shall be:

4.1 Safety:

Safety of principal is the foremost objective of the investment program. Investments of the City of Lacy Lakeview shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

4.2 Liquidity:

The City of Lacy Lakeview's investment portfolio will remain sufficiently liquid to enable the City of Lacy Lakeview to meet all operating requirements which might be reasonably anticipated.

4.3 Return on Investments:

The City of Lacy Lakeview's investment portfolio shall be designed with the objective of attaining a rate return throughout budgetary and economic cycles, commensurate with the City of Lacy Lakeview's investment risk constraints and the cash flow characteristics of the portfolio.

5.0 DELEGATION OF AUTHORITY:

Authority to manage the City of Lacy Lakeview's investment program is derived from the Public Funds Investment Act, Tex. Gov't Code Ann., Chapter 2256. Management responsibility for the investment program is hereby delegated to the Director of Finance and the Mayor, who shall establish written procedures for the operation of the investment program consistent with this investment policy and the City's investment strategies. Procedures should include reference to: safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the City's investment strategies and the procedures established by the Director of Finance and the Mayor. The Director of Finance shall be responsible for all transactions undertaken and shall, with the Mayor, establish a system of controls to regulate the activities of subordinate officials.

6.0 ETHICS AND CONFLICTS OF INTEREST:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and officers shall disclose to the Chief Executive Officer (Mayor), or the Mayor Pro Tem if the Mayor is involved, any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be

related to the performance of the City of Lacy Lakeview, particularly with regard to the time of purchases and sales.

7.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS:

The Treasurer shall maintain a list of financial institutions and brokers/dealers authorized to provide investment services. No public deposit shall be made except in a qualified public depository as established by State or Federal laws.

All financial institutions and brokers/dealers who desire to become qualified bidders for investment transactions must supply the Treasurer with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of State registration, certification of having read the City's investment policy and depository contracts.

An annual review of the financial condition and registrations of qualified bidders shall be conducted by the Treasurer, with the results of the review provided to the Mayor.

A current audited financial statement is required to be on file for each financial institution in which the City of Lacy Lakeview invests.

8.0 AUTHORIZED & SUITABLE INVESTMENTS:

The City of Lacy Lakeview is authorized by the Public Funds Investment Act, Chapter 2256, Texas Government Code, to invest public funds in specified types of investments only. The Investment Officers may invest in the following authorized types of investments and no others:

- A. Obligations of, or Guaranteed by Governmental Entities pursuant to § 2256.009, Government Code;
- B. Certificates of Deposits and Share Certificates pursuant to § 2256.010, Government Code;
- C. Mutual Funds pursuant to § 2256.014, Government Code; and
- D. Investment Pools pursuant to § 2256.016, Government Code.

Provided, however, if an authorized investment pool invests funds in investments authorized by § 2256, Government Code but not specifically authorized under this policy, the Investment Officer may invest City funds in such investment pool, so long as the investment pool complies with the remainder of this Policy.

9.0 COLLATERALIZATION:

Collateralization will be required to the following types of investments: Certificates of Deposit and Investment Pools. In order to anticipate market changes and provide a level of security for all funds, the collateralization level for Certificates of Deposit will be (102%) of market value of principal and accrued interest.

The Interlocal Cooperation Act, Chapter 791, Texas Government Code, authorizes local governments in Texas to participate in an investment pool established thereunder. That statute and reference to authorized investment in investment pools in the Act, is primary authority for use of investment pools by political subdivisions of the State of Texas.

Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained.

10.0 SAFEKEEPING AND CUSTODY:

All security transactions entered into by the City of Lacy Lakeview shall be conducted on a deliver-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts.

11.0 DIVERSIFICATION:

The City of Lacy Lakeview will diversify its investments by security type and institution.

12.0 MAXIMUM MATURITIES:

To the extent possible, the City of Lacy Lakeview will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow requirement, the City of Lacy Lakeview will not directly invest in securities maturing more than one year from the date of purchase.

Reserve funds may be invested in securities exceeding one year if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds, but in no case may funds be directly invested in securities exceeding two (2) years, without the express authorization of the City Council after disclosure by the Investment Officer of all information surrounding the proposed investment.

13.0 INTERNAL CONTROL:

The Director of Finance, with assistance from the Mayor, is responsible for establishing and maintaining internal controls designed to ensure that the City's assets are protected from loss, theft or misuse.

The Director of Finance, with assistance from the Mayor, shall establish and maintain an annual process of independent review by an external auditor of the internal controls, as well as review of compliance with this Investment Policy and the City's Investment Strategy.

14.0 PERFORMANCE STANDARDS:

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

15.0 REPORTING:

The Director of Finance shall prepare an investment report at least quarterly, including succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City Council to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the Mayor and City Council.

16.0 INVESTMENT POLICY ADOPTION:

The investment policy shall be reviewed at least annually by the Finance Committee (City Council at budget time) and any modifications made thereto must be approved by the City Council.

17.0 EXEMPTION:

Any investment currently held that does not meet the guidelines of this investment policy shall be exempted from the requirements of this policy; provided, however, at maturity or liquidation, such monies shall be reinvested only as provided by this policy.

COUNCIL AGENDA ITEM #13

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action regarding Ordinance 2024-01 **AN ORDINANCE OF THE CITY OF LACY LAKEVIEW, TEXAS ABANDONING A PORTION OF AN UNUSED BUT DEDICATED PORTION OF SPENCER STREET AS REFLECTED IN EXHIBIT “A” ATTACHED HERETO; AND FINDING AND DETERMINING THAT PUBLIC HEARINGS WERE CONDUCTED AND THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED AND PASSED WAS OPEN TO THE PUBLIC.**

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE CITY OF LACY LAKEVIEW, TEXAS ABANDONING A PORTION OF AN UNUSED BUT DEDICATED PORTION OF SPENCER STREET AS REFLECTED IN EXHIBIT "A" ATTACHED HERETO; AND FINDING AND DETERMINING THAT PUBLIC HEARINGS WERE CONDUCTED AND THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED AND PASSED WAS OPEN TO THE PUBLIC.

WHEREAS, Tex. Transp. Code § 311.007 (1995) provides specific authority for home-rule municipalities to close or abandon streets or portions of streets; and

WHEREAS, the City of Lacy Lakeview 's (the "City") Home Rule Charter provides authority to the City Council to close or abandon a street or portions thereof; and

WHEREAS, the City has determined that a certain dedicated portion of Spencer Street as reflected in the filed notes contained within Exhibit "A" attached and incorporated herein, is virtually unused and all tracks abutting that portion are owned by the same landowner; and

WHEREAS, the City has also determined that the development of the City in that location has revealed that maintenance of that small unused portion is not financially in the best interests of the City and abandonment would not adversely impact the traffic flow of the remainder of Spencer Street; and

WHEREAS, no driveway entrance or other access point would be lost or adversely affected by abandonment and the sole abutting landowner has specifically requested the abandonment; and

WHEREAS, the City Council has determined that the public welfare and safety of the residents of the City and others traveling on Spencer Street would be served by abandoning that unused portion;and

WHEREAS, a Public Hearing was held to allow residents to object or provide feedback regarding the potential abandonment of a portion of Spencer Street; and

WHEREAS, the City has not received any objections from the adjacent or surrounding landowners to this proposed abandonment;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACY LAKEVIEW:

Section 1. That portion of Spencer Street beginning at the as reflected in Exhibit "A," and particularly field notes contained within and identified in Exhibit "A" attached hereto and incorporated by this reference, is hereby abandoned for all purposes by the City and released back to the adjacent landowner(s). The public shall have no access to this virtually unused portion of Spencer Street beginning at the point of beginning reflected in the filed notes more fully described on Exhibit "A" attached hereto. The remaining improved, installed and maintained portions of Spencer Street shall remain open and not be affected by this ordinance.

Section 2. The City Manager and City staff are hereby instructed to take all necessary steps to abandon and release that portion of Spencer Street identified in Exhibit "A," and to make sure all vehicular traffic does not enter that abandoned portion, including, but not limited to the erection of barriers, signs or other appropriate traffic and safety or operational devices or improvements to prevent vehicular traffic from traveling on the abandoned unimproved portion of Spencer Street.

Section 3. It is hereby officially found and determined that Public Hearing were conducted prior to consideration of this ordinance and that the meeting at which this Ordinance was considered and passed was open to the public as required by law and that public notice of the time, place and purpose of said meeting was given as required.

PASSED and APPROVED this 9th day of January 2024.

CITY OF LACY LAKEVIEW, TEXAS

BY: _____
A. Niecey Payne, Mayor

ATTEST:

Laurie Kaczmarek, City Secretary

APPROVED AS TO FORM:

David N. Deaconson, City Attorney

Mitchell & Associates, Inc.

Engineering & Surveying

0.203 Acres Road Abandonment – (SPENCER STREET)

Fieldnotes for a **0.203 Acre tract** of land in the JACOB WALKER SURVEY, Abstract No. 885, in McLennan County, Texas, being a portion of a street known as Spencer Street, in the Krest Addition, to the City of Lacy-Lakeview, recorded in Volume 968, Page 247, in the McLennan County Deed Records (M.C.D.R.). Said 0.203 acre tract being shown on the attached plat and described as follows. The bearings for the above description are grid bearings based on the Texas Coordinate System, Central Zone (NAD 83), as determined by Leica Texas SmartNet GPS observations. WO-23-08-5521.

BEGINNING at a 1/2" steel rod set with cap stamped "M&A" in the northwest line of a tract of land, to Woody Butler Homes, recorded in Instrument Number 2016017469 in the Official Public Records of McLennan County, Texas, (O.P.R.), being the south corner of a called Lot 8, Block 15, of the Northdale Addition, Part Two, in Volume 909, Page 587, of the McLennan County, Deed Records, for the southeast corner of this parcel, from which a 3/8" steel rod found bears **N 55° 52' 43" E 115.70 feet** (*Record N 56° 12' E 115.7 feet*).

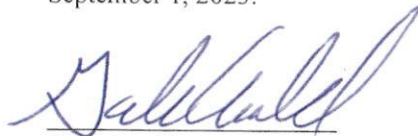
THENCE **S 56° 04' 27" W 30.28 feet** (*Record S 55° 07' W 30.65 feet*) with the northwest line of the said Woody Butler Homes tract, to a 1/2" steel rod set with cap stamped "M&A", being the east corner of a called Lot 8, Block 3, of the said Krest Addition, for the southwest corner of this tract.

THENCE **N 33° 20' 14" W 301.22 feet** with the northeast line of Lots 8, 7, 6, 5, and partly with Lot 4, Block 3, of the said Krest addition, to a 1/2" steel rod set with cap stamped "M&A", for the northwest corner of this tract, from which a 1/2" steel rod found with "M&A" cap found bears **N 33° 20' 14" W 92.38 feet** and **S 56° 04' 15" W 105.00 feet**.

THENCE **N 56° 39' 46" E 28.42 feet** over-and-across said Spencer Street, to a 1/2" steel rod set with cap stamped "M&A", being the northwest corner of a called Lot 11, Block 15, of the said Northdale Addition, and being the south corner of a called Lot 12 and the south 45 feet of Lot 13, Block 15, of the said Northdale Addition, to Hazel D. Passmore, of recorded in Instrument Number 2022045751 in the O.P.R., for the northeast corner of this tract.

THENCE **S 33° 41' 24" E 300.91 feet** (*Record S 43° 18' E 318.4 feet, Krest Addition*) (*Record S 32° E Northdale Addition*) with the southwest line of Lots 11, 10, 9, and 8, Block 15, of the said Northdale Addition, to the **Point of Beginning** and containing a **0.203 Acre** tract of land.

September 1, 2023.



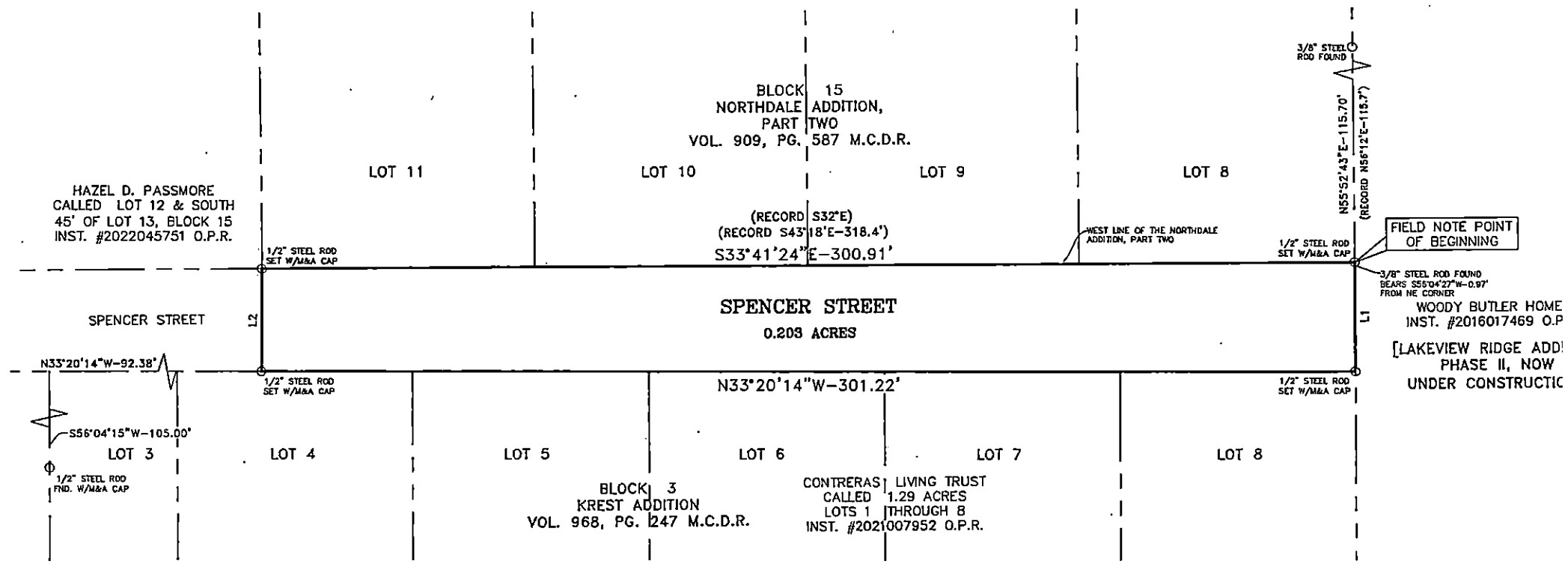
Gale Arnold
Registered Professional
Land Surveyor, No. 3879



DRAWN BY: LB
 FIELD BOOK: 1/56
 FIELD CREW: JR, TL
 DIGITAL FILE: W:\2023 PROJECTS\23-08-5521 Road\BAND B-24\DRAWING\23-08-5521.dwg
 TAX I.D. NO: 113327
 REQUESTED BY: ESTEBAN CONTRERAS

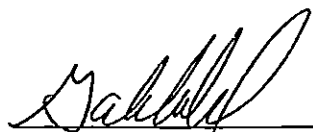
JACOB WALKER SURVEY
ABSTRACT NO. 885

Sketch showing a 0.203 Acre tract of land
 WALKER SURVEY, Abstract No. 885, in McLe
 Texas, being a portion of a street known
 Street, in the Krest Addition, to the City of
 recorded in Volume 968, Page 247, in the M
 Deed Records.



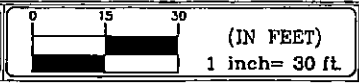
FIELD NOTE DESCRIPTION ATTACHED.
 MITCHELL & ASSOC., INC. does not make or warrant any flo


This survey was performed under my
 supervision on the 1st day of September, 2023.
 The visible appurtenances, easements or
 protrusions shown hereon were observed in the
 process of performing the field work.


 GALE ARNOLD R.P.L.S. 3879

- NOTES:**
- 1) Bearings are based on the Texas Coordinate System, Central Zone, NAD 83 (CORS 96), as determined by Leica Texas SmartNet GPS observations. All distances are surface distance. Combined scale factor=1.0001168.
 - 2) Survey prepared without the benefit of title commitment, no further search for easements or restrictions has been made by this company. Easements that are aware of by this company have been shown.

LINE TABLE			
LINE	LENGTH	BEARING	RECORD CALLS
L1	30.28'	S56°04'27"W	S55°07'W-30.65'
L2	28.42'	N56°39'46"E	N/A




MITCHELL & ASSOCIATES, INC.
 ENGINEERING & SURVEYING
 800 AUSTIN AVE. STE. 29, WACO, TEXAS (254) 776-5151
 TEXAS REGISTRATION NO. 10194844

M.C.D.R. = McLennan County Deed Records.
 O.P.R. = Official Public Records of McLennan County, Texas.



SKETCH COPY

COUNCIL AGENDA ITEM #14

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action regarding Resolution 2024-03 **A RESOLUTION OF THE CITY OF LACY LAKEVIEW, TEXAS APPROVING THE VICTIM SERVICES GRANT; FINDING THAT THE MEETING AT WHICH THE RESOLUTION WAS CONSIDERED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

RESOLUTION NO. 2024-03

**A RESOLUTION OF THE CITY OF LACY LAKEVIEW,
TEXAS APPROVING THE VICTIM SERVICES GRANT;
FINDING THAT THE MEETING AT WHICH THE
RESOLUTION WAS CONSIDERED WAS OPEN TO THE
PUBLIC AS REQUIRED BY LAW.**

WHEREAS, the City of Lacy Lakeview finds it in the best interest of the citizens of Lacy Lakeview and the general McLennan County area, that the Victim Services Grant (Name of Project) be operated for 2024; and

WHEREAS, the City of Lacy Lakeview agrees to provide applicable matching funds for the said project as required by the Office of Governor or its designee (Funding Source) grant application; and

WHEREAS, the City of Lacy Lakeview agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Lacy Lakeview assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the City of Lacy Lakeview designates Calvin Hodde, City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Lacy Lakeview approves submission of the grant application for the Victim Services Grant (Name of Project) to the Office of the Governor and

SECTION 1: The above recitals are true and correct.

SECTION 2: That it is officially found and determined that this meeting was open to the public as required by law, and that notice of the time, place and subject matter of this meeting has been posted in the manner required by law.

Commented [1]: It is not necessary to include the dollar or percentage amount, just a commitment to provide the applicable match. Changes in the award amount could result in a requirement for the grantee to submit a new resolution.

This provision is not required for resolutions submitted under some funding sources because no matching funds are required – check the application instructions for the applicable match requirements for this funding source.

SECTION 3: This resolution shall take effect immediately from and after its passage, and it is duly resolved.

RESOLVED, PASSED AND APPROVED this 9th day of January 2024.

CITY OF LACY LAKEVIEW, TEXAS

A. Niecey Payne, Mayor

ATTEST:

Laurie Kaczmarek, City Secretary

APPROVED AS TO FORM:

David N. Deaconson, City Attorney

COUNCIL AGENDA ITEM #15

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action to create the Police Evidence and Crime Scene Technician position by adding Crime Scene Technician duties to the job description for Evidence Tech and to move the position to Group II, Step 1 pay grade.

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |

POLICE EVIDENCE AND CRIME SCENE TECHNICIAN

STEP NO. 1

EEOC CATEGORY: TECHNICIANS

PAY GROUP: 11

FLSA: NONEXEMPT

SUMMARY OF POSITION

Under general supervision, the Evidence and Crime Scene Technician plays a crucial role in the identification, documentation, collection, preservation, processing, and handling of evidence at crime scenes. This position involves working collaboratively with various law enforcement agencies, utilizing comprehensive knowledge, and applying standardized principles, practices, and procedures. The technician is responsible for maintaining the integrity of evidence and supporting criminal investigations. This role requires visitation and investigation of crime scenes.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: Investigation Supervisor
2. Directs: This is a non-supervisory position.
3. Other: Regularly works with District Attorney, juvenile and adult probation offices, Uniform Crime Reporting personnel, TCIC/NCIC crime reporting supervisor, other law enforcement agencies and personnel, and the general public.

ESSENTIAL DUTIES

- Responds to crime and accident scenes, evaluates the scene, and conducts searches for evidence using disciplines related to crime scene investigation.
- Measures and/or photographs crime scenes, evidence, etc. Documents, collects, packages, preserves, and processes evidence.
- Receives, collects, stores, releases, inventories, controls, disposes, and maintains the security of a wide variety of property and evidence.
- Prepares evidence for submittal and return to and from the department lab, ensuring compliance with applicable laws and guidelines.
- Processes evidence requests from Officers, Investigators, Attorneys, and other interested parties, ensuring compliance with applicable laws and guidelines.
- Utilizes alternate light sources, chemical and physical processes, scientific methods, and equipment for the detection and collection of evidence.
- Processes evidence and crime scenes for latent fingerprints, utilizing both chemical and powder processes.
- Writes, drafts, and completes reports and/or documentation of work completed.
- Assists other law enforcement agencies with crime scene processing.
- Testifies as an expert witness in court regarding analysis and procedures.

OTHER IMPORTANT DUTIES*

Performs such other related duties as may be assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Comprehensive knowledge of strategic and administrative crime analysis.
- Knowledge of applicable local, state, and federal laws, rules, and regulations.
- Skill in oral and written communication.
- Skilled in preparing and maintaining records.
- Skilled in using computers and related software applications.
- Ability to work with frequent interruptions and changes in priorities.
- Ability to make decisions independently in accordance with established policies.
- Ability to establish and maintain effective communication and working relationships with city employees and the public.

ACCEPTABLE EXPERIENCE AND TRAINING

- High school graduation or its equivalent.
- Minimum one (1) year of experience working with a law enforcement agency, preferably in the preservation and custody of evidence, property recordkeeping, and inventory maintenance, or an equivalent combination of education and experience.
- Bachelor's degree preferred but not required.
- Must obtain a TCIC/NCIC access certification within 180 days of hire. (Texas Crime Information Center/National Crime Information Center)
- Must obtain First Aid/CPR certification within 1 year of hire.
- IAI (International Association for Identification) Crime Scene certification highly preferred.
- Must be able to pass a police background check.
- A valid driver's license is required.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works in high, precarious places; and in traffic. The employee may use chemicals; and may deal with vibrations. The noise level in the work environment is usually loud.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the following essential functions:

- Sit and use hands to handle or feel objects, tools, or controls.
- The employee is frequently required to talk or hear
- The employee is required to stand, walk, reach with hands and arms

- Stoop, kneel, crouch, or crawl
- Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus
- This position could include occasional heavy lifting, carrying of objects, and pushing of objects weighing up to fifty (50) pounds

COUNCIL AGENDA ITEM #16

Council Meeting:
January 9, 2024

Originating Dept: Administration

Agenda Item:

Discussion and consideration of action to cancel the second regularly scheduled Council Meeting for January 2024.

Action:

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Recognition | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Motion/Order |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Other |